

# ANDERSON FIRE PROTECTION DISTRICT



**DUE TO THE COVID-19 LOCAL EMERGENCY, THE PUBLIC WILL NOT BE ALLOWED IN MEETING**

## **BOARD OF DIRECTORS AGENDA**

**FEBRUARY 09, 2021**

**REGULAR MEETING – 5:00 P.M.**

**Fire Station/Training Room  
1925 Howard Street, Anderson, California**

### **PARTICIPATION BY PUBLIC IN MEETING**

To address the Board on any particular issue, please EMAIL Mo Hern @ [mhern@andersonfire.org](mailto:mhern@andersonfire.org) at least 30 minutes prior to the start of the meeting.

Effective July 1, 2008, the Brown Act requires any non-confidential documents or writings distributed to a majority of the Board of Directors less than 72 hours before a regular meeting will be made available to members of the public at the same time they are distributed.

Pursuant to the State's Open Meeting Law, the legislative body or its staff may briefly respond to comments or questions from members of the public; and if deemed necessary, refer the subject for follow-up and/or to schedule the matter on a subsequent Board agenda.

The Brown Act prohibits the Board from taking action on any item not placed on the printed Agenda in most cases.

In compliance with the Americans with Disabilities Act, the Anderson Fire Protection District will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the Clerk of the Board (378-6699) to make such a request. Notification 72 hours prior to the meeting will enable the Anderson Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting.

**This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C.**

**OPEN SESSION Chairman of the Board Trish Clark will call the meeting to order at \_\_\_\_\_**

**1.0 CALL TO ORDER**

<b>ROLL CALL:</b>	<b>CHAIRPERSON</b>	<b>TRISH CLARKE</b>
	<b>VICE CHAIRPERSON</b>	<b>JOHN DAY</b>
	<b>SECRETARY</b>	<b>JAMES YARBROUGH</b>
	<b>MEMBER</b>	<b>CHAD DOWNING</b>
	<b>MEMBER</b>	<b>JEFF HOGUE</b>

**2.0 INVOCATION - CHAIRPERSON TO CHOOSE.**

**3.0 PLEDGE OF ALLEGIANCE - CHAIRPERSON TO CHOOSE.**

**4.0 PRESENTATIONS: - Chief Lowe to give presentation on cost recovery.**

**5.0 PUBLIC COMMENT PERIOD**

Any person may address the District Board on any subject pertaining to District business, which is not Listed on the agenda. This comment period is provided by the Ralph M. Brown Open Meeting Act (Government Code 54950 et seq.). The Board welcomes participation at Board meetings. Members of the public may address the Board on any item of interest to the public that is scheduled on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less. Any request that requires Board action may be set by the Board for a future agenda or referred to staff

**6.0 CONSENT AGENDA**

All items listed under the consent agenda are considered by the Board to be routine and will be enacted by one motion in the order listed below. There will be no separate discussion of these items, unless specified. Items may be removed to the regular agenda prior to the time the Directors vote on the motion to adopt the consent agenda. A Board member's vote in favor of the Consent Agenda is considered and recorded as a separate and affirmative vote in favor of each item listed. Motions in favor of the Consent Agenda are deemed to include a motion to waive the reading of any ordinance or resolution on the Consent Agenda. Items on tonight's consent agenda are:

**6.1 APPROVAL OF THE JANUARY 2021 REGULAR BOARD MEETING MINUTES**

**6.2 APPROVAL OF BILLS AND PAYROLL FOR THE MONTH OF JANUARY 2021**

**Moved:**  
**Seconded:**  
**Approved:**

**OPEN SESSION**

**7.0 PUBLIC HEARINGS-**

A public hearing is an open consideration within a regular or special meeting of the Board, for which special notice has been given and may be required. When a public hearing is continued, noticing of the adjourned item is required as per Government Code 54955.1 - NONE

**8.0 ACTIONS ITEMS-**

**STAFF REPORTS**

**9.0. FIRE MARSHAL REPORT- See attached**

**10.0 BATTALION CHIEF'S REPORT- NONE**

**11.0. FIRE CHIEF'S REPORT – See attached**

**12.0 DIRECTORS' REPORTS –**

**13.0 CLOSED SESSION AGENDA ITEMS- \_\_\_\_\_**

**Public Comment Period:**

**CLOSED SESSION**

**13.1 Public Employee Performance Evaluation (Fire Chief), Pursuant to Government code (54957)**

**13.2 Conference with Legal Counsel – Existing Litigation Government Code ( 54956.9)  
Name of Case: McMillan v. County of Shasta, et al., Case No. 2:20-cv-00564**

**OPEN SESSION: \_\_\_\_\_**

**14.0 ADJOURNMENT- We adjourned the meeting at \_\_\_\_\_**

**Moved:  
Seconded:  
Approved:**

**NEXT REGULARY SCHEDULED BOARD MEETING  
TUESDAY MARCH 9TH, 2021 5:00 PM  
FIRE STATION – TRAINING ROOM**

6.1

**ANDERSON FIRE PROTECTION DISTRICT**



**DUE TO THE COVID-19 LOCAL EMERGENCY, THE PUBLIC WILL NOT BE ALLOWED IN MEETING**

**MINUTES**

**JANUARY 12, 2021**

**REGULAR MEETING – 5:00 P.M.**

**Fire Station/Training Room  
1925 Howard Street, Anderson, California**

**PARTICIPATION BY PUBLIC IN MEETING**

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**8.0 ACTIONS ITEMS-**

**8.1 ANNUAL ELECTION OF OFFICERS – CHAIR, VICE-CHAIR, AND SECRETARY OF THE BOARD**

Moved to have Chad Downing take James Yarbrough’s place as Secretary. Trish Clarke will stay as Chairperson and John Day will stay as Vice Chairperson. James Yarbrough and Jeff Hogue will stay as Members.

**Moved: John Day**  
**Seconded: Trish Clarke**  
**Approved: 3 Ayes 2 Absent**

**STAFF REPORTS**

**9.0. FIRE MARSHAL REPORT-** 7-11 store plans have cancelled the process on North Dr. Have not seen plans for Mavericks Convenience Store that will be on the corner of North St. and McMurray Rd. Arby’s is going to re-open again at the same location. Doing new construction and remodeling on the same building.

**10.0 BATTALION CHIEF’S REPORT- NONE**

**11.0. FIRE CHIEF’S REPORT – We have scanned all of the vehicle apparatus forms on the computer for the years of 2019 and 2020. – Added to written report.**

**12.0 DIRECTORS’ REPORTS – NONE**

**13.0 ADJOURNMENT- We adjourned the meeting at 5:30 PM**

**Moved: John Day**  
**Seconded: Chad Downing**  
**Approved: 3 Ayes 2 Absent**

**NEXT REGULARY SCHEDULED BOARD MEETING  
TUESDAY FEBRUARY 9, 2021 5:00 PM  
FIRE STATION – TRAINING ROOM**

**JANUARY BILLS 2021**

CLAIMS PROCESSING PERIOD:  
BOARD MEETING HELD FEBRUARY 9, 2021

DIST RFP #	PAYEE	INVOICE #	DESCRIPTION	ACCT #	AMOUNT
* PERS RETIREMENT		100000016236864	PP 12/14/2020-12/27/2020 EMPLOYER PP 12/14/2020-12/27/2020 EMPLOYEE	018201 007000	717.22 313.58
* PERS RETIREMENT		100000016240349	PP 12/14/2020-12/27/2020 EMPLOYER PP 12/14/2020-12/27/2020 EMPLOYEE	018201 007000	2,233.80 2,226.25
* PERS RETIREMENT		100000016270423	PP 12/28/2020-01/10/2021 EMPLOYER PP 12/28/2020-01/10/2021 EMPLOYER	018201 007000	2,330.44 2,322.56
* PERS RETIREMENT		100000016270407	PP 12/28/2020-01/10/2021 EMPLOYER PP 12/28/2020-01/10/2021 EMPLOYER	018201 007000	717.22 313.58
* PERS RETIREMENT		100000016270435	PP 01/11/2021-01/24/2021 EMPLOYER PP 01/11/2021-01/24/2021 EMPLOYER	018201 007000	2,233.80 2,226.25
* PERS RETIREMENT		100000016270416	PP 01/11/2021-01/24/2021 EMPLOYER PP 01/11/2021-01/24/2021 EMPLOYER	018201 007000	717.22 313.58
* PERS HEALTH		100000016304813	FEB MEDICAL EMPLOYER	018300	15,760.39
* PERS ACTUARIAL PLAN 1158		100000016285368	ACCRUED LIABILITY PLAN 1158 JAN	018201	404.07
* PERS ACTUARIAL PLAN 25550		100000016285382	ACCRUED LIABILITY PLAN 25550 JAN	018201	170.55
* PERS ACTUARIAL PLAN 1159		100000016285376	ACCRUED LIABILITY PLAN 1159 JAN	018201	10,645.69
* BLUE SHIELD		210140002402	DENTAL / EMPLOYEES	018300	675.90
* FASIS		AND002	WORKERS COMP 1-1-21 TO 3-31-21	018500	15,459.00
* OBSIDIAN		14186	IT	033529	195.00
* OBSIDIAN		14189	IT	035529	65.00
* OBSIDIAN		14184	IT	033529	25.00
* OBSIDIAN		14187	IT	033529	32.50
* OBSIDIAN		14188	IT	033529	32.50
* OBSIDIAN		14190	IT	033529	32.50
* OBSIDIAN		14191	IT	033529	32.50
* HUE & CRY		770405	FIRE ALARM MAINT	033700	33.18
* ATT		15797199	MONTHLY BILL HISTORIC STATION	032500	44.27
* ATT		15797204	MONTHLY BILL MAIN STATION	032500	118.38
* ATT		15943904	MONTHLY BILL HISTORIC STATION	032500	45.63
* ATT		15943909	MONTHLY BILL MAIN STATION	032500	117.74
* LAUNDRY WORLD		223613	LAUNDRY SERVICE	032900	49.15
* LAUNDRY WORLD		224031	LAUNDRY SERVICE	032900	35.15
* LAUNDRY WORLD		224448	LAUNDRY SERVICE	032900	49.15
* LAUNDRY WORLD		224880	LAUNDRY SERVICE	032900	35.15
* O'REILLY		XADDEC28A	WAX BATTERY CHARGER VEHICLE BULBS BATTERY CAR MAINT	033526 033526 033526 033526 033526	19.37 59.25 13.36 149.01 36.38
* TARGET SOLUTIONS		INV16247	MEMBERSHIP	034100	1,280.00
* CALCHAMBER		11485558	LABOR LAW	034100	54.34



* COPY CATS	7083	STAMPS	034500	79.74
* OFFICE DEPOT	146976034001	OFFICE SUPPLIES	034500	55.28
* OFFICE DEPOT	142591730001	OFFICE SUPPLIES	034500	171.94
* DIVERSIFIED	43012	MONTHLY SERVICE	034500	67.88
* SECURITY SHREDDING	117287	SHRED	034500	30.00
* PREMIER TOWING	26051	TOWING	034800	145.00
* RUSH	IVC000000141646	TEMP EMPLOYEE	034800	228.80
* RUSH	IVC000000141918	TEMP EMPLOYEE	034800	257.60
* RUSH	IVC000000141799	TEMP EMPLOYEE	034800	224.00
* US BANK	XA012021A	INTERNET	032500	99.99
		AMAZON	033900	430.90
		SPECTRUM	032500	34.49
		ANDERSON FAMILY	034100	290.00
		PAYPAL	035942	227.50
		GRAINGER	033500	66.83
		MICROSOFT	034500	48.00
		MICROSOFT	034500	62.50
		MICROSOFT	034500	4.00
		VERIZON	032500	171.30
		PAYPAL	035942	547.00
		ACTIVE 911	032500	247.00
		GOLD & CHERRY (IPAD COVER)	034500	159.80
* ANDERSON TIRE PROS	5535	OIL CHANGE	033500	41.77
* ACE HARDWARE	113560	SHOP MAINT	033700	95.94
	112927	SHOP SUPP	033700	9.26
* CADEN CRAMER	XA012521A	FIRE APPARATUS CLASS	035942	501.00
* JACOB WINKLER	XA012521A	FIRE APPARATUS CLASS	035942	501.00
* MATTHEW HOWLAND	XA010521A	FIRE APPARATUS CLASS	035942	501.00
* FLYERS	CFS-2488602	FUEL	035940	1,318.01
* PG&E	XA010421B	MAIN STATION ELEC	036100	967.97
* PG&E	XA010421A	BACK SHOP ELECT	036100	105.21
* PG&E	XA010521B	HISTORIC STATION	036100	57.01
* PG&E	XA010521C	MAIN STATION GAS	036100	761.91
* CITY OF ANDERSON WATER	XA010421A	1ST HYDRANT	036127	37.88
* CITY OF ANDERSON WATER	XA010421B	2ND HYDRANT	036127	12.30

TOTAL ACCOUNTS PAYABLE \$27,249.22

PAYROLL & BENEFITS \$43,646.20

GRAND TOTAL \$70,895.42

DATED 02/09/2021

\_\_\_\_\_  
Chairperson - Patricia A. "Trish" Clarke

\_\_\_\_\_  
Board Member - James Yarbrough

\_\_\_\_\_  
Vice Chairperson - John Day

\_\_\_\_\_  
Board Member - Jeff Hogue

\_\_\_\_\_  
Secretary - Chad Downing

Note: The above list of bills represents claims that were authorized by the Fire Chief, Deputy Chief or Battalion Chief and paid between board meetings and have now been reviewed and approved by the Board as noted by the signatures shown above (Re: Resolution 2016-11).



# ANDERSON FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007  
(530) 378-6699 Fax: (530) 378-6697

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## Fire Marshal Activities January 7, 2021 to February 3, 2021

- Annual Inspections: 10
- Business License Inspections: 11
- Construction Inspections: 5
- Consulting Meeting/Inspection: 0
- Day Care Inspections: 0
- Medical Facility (Hospitals): 0
- Fire Sprinkler Inspections: 8
- Hotel/Motel Inspections: 0
- Misc. Meeting/Inspections: 4
- Plan Review Sent Back for Correction: 3
- Plan Review Approved: 10
- School Inspections: 1
- Weed Abatement: 0

# ANDERSON FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007

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## Fire Chief's Report

February 9, 2021

### Department Update(s)

- The staff has again started the process for the impact fee study and service fee schedule for the department. Along with this, we have met with City Staff to renew our services agreement contract for them collecting our fees.
- We will be sending a lot of our personnel to classes in the coming months. All these classes are being offered local, keeping the cost down.
- Due to COVID-19, most places are working from home, so it has been difficult to get some things accomplished again.
- Continue to work on updating the policy and procedure manual.
- Cal OES Incident Support Unit has been returned to OES Fire and Rescue in Sacramento and our agreement is canceled, due to multiple issues that have come up since we have taken delivery.
- The process to fill the Fire Captain position was placed on hold due to the fire activity statewide and the candidates have been notified. We are hoping to complete this soon.
- Working on revamping the department website so we can update it more often and complete the build out.

# ANDERSON FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007

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- We are preparing for the next round of grants, Assistance to Firefighters (AFG) grant is due in the next week and again we are applying to replace our SCBA's for a total price of 160,000.
- I have a small presentation to present at the meeting regarding cost recovery and alternative funding sources.

## **Investigations**

- Follow-up on open cases as time allows.

## **Meetings/Significant Events**

Respectfully,

A handwritten signature in blue ink, appearing to read "S. Lowe".

Steve Lowe, Fire Chief

# Anderson Fire Protection District

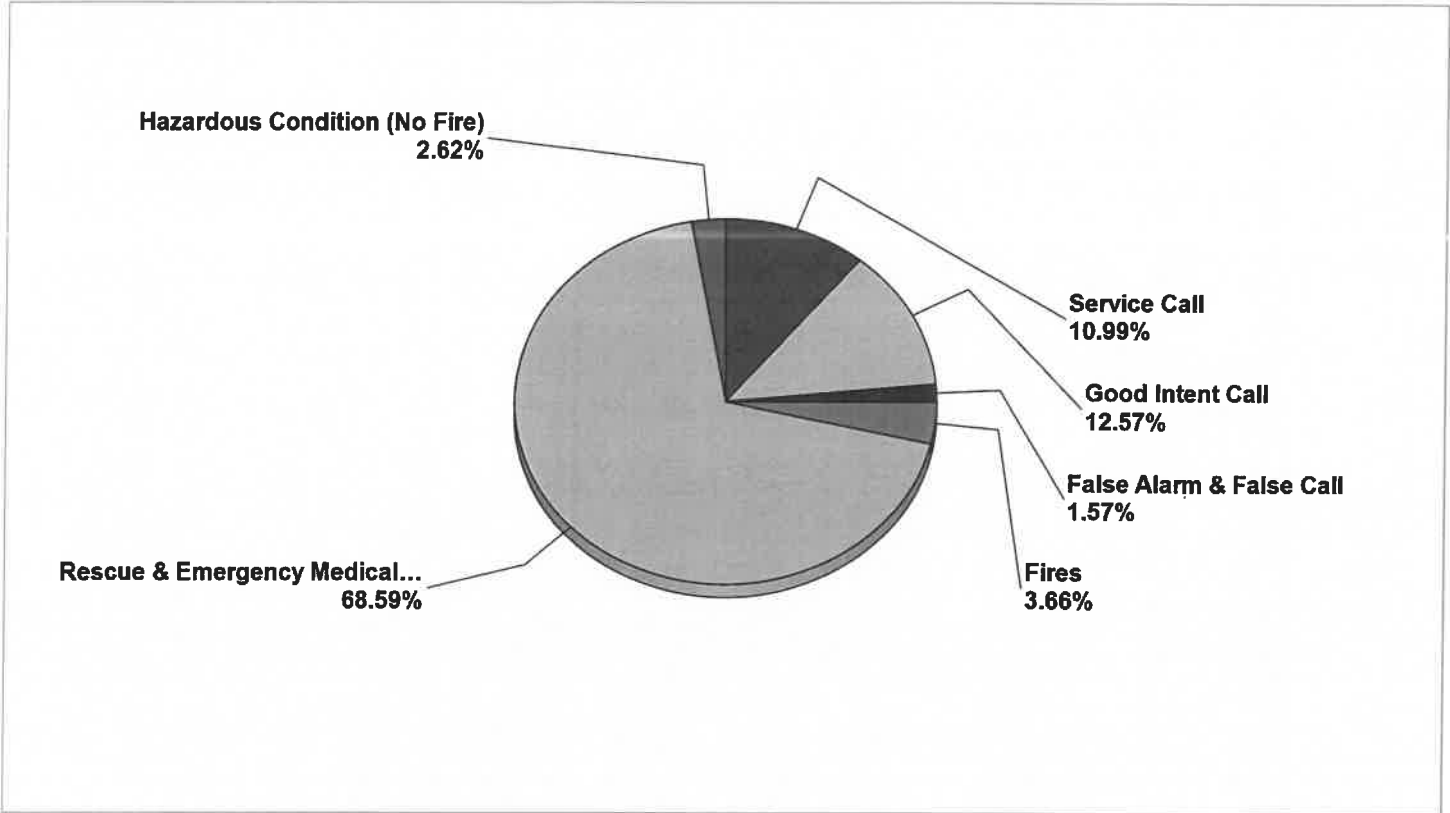
Anderson, CA

This report was generated on 2/4/2021 8:33:23 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 01/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	3.66%
Rescue & Emergency Medical Service	131	68.59%
Hazardous Condition (No Fire)	5	2.62%
Service Call	21	10.99%
Good Intent Call	24	12.57%
False Alarm & False Call	3	1.57%
<b>TOTAL</b>	<b>191</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



**Detailed Breakdown by Incident Type**

<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
111 - Building fire	5	2.62%
112 - Fires in structure other than in a building	1	0.52%
131 - Passenger vehicle fire	1	0.52%
321 - EMS call, excluding vehicle accident with injury	125	65.44%
322 - Motor vehicle accident with injuries	6	3.14%
400 - Hazardous condition, other	1	0.52%
420 - Toxic condition, other	2	1.05%
444 - Power line down	2	1.05%
552 - Police matter	1	0.52%
553 - Public service	18	9.42%
561 - Unauthorized burning	2	1.05%
611 - Dispatched & cancelled en route	21	10.99%
622 - No incident found on arrival at dispatch address	1	0.52%
651 - Smoke scare, odor of smoke	2	1.05%
700 - False alarm or false call, other	1	0.52%
711 - Municipal alarm system, malicious false alarm	1	0.52%
715 - Local alarm system, malicious false alarm	1	0.52%
<b>TOTAL INCIDENTS:</b>	<b>191</b>	<b>100%</b>

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