

**AMADOR FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

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Meeting Was Recorded

Jackson, California  
Tuesday, June 20, 2023  
10:30 AM

The Board of Directors of the Amador Fire Protection District met in the County Administration Center, 810 Court Street, Jackson, California, on the above date pursuant to adjournment, and the following proceedings were had, to wit:

**Present:**

Jeff Brown, Chair  
Brian Oneto, Vice Director  
Pat Crew, Director  
Frank Axe, Director  
Richard Forster, Director

**Absent:**

**Staff:**

Robert Withrow, Fire Chief  
Nicole Cook, Clerk of the Board

**AGENDA**

**MOTION:** It was moved by Director Crew and seconded by Director Forster and carried 5-0-0, to approve the agenda and addendum items. Chair Brown announced addendum items to be 0-a and 0-b under Administrative Matters.

**PUBLIC MATTERS NOT ON THE AGENDA:** Cindy Grandbois, member of the public addressed the Board by asking who will be performing the City of Jackson Prevention Services. What is the plan? Chief Withrow answered that Larry Stanton, AFPD's previously retired Deputy Fire Marshal is qualified and will be working part time until the position can be filled. The backup plan to Larry would be to hire a third party to handle those services. Director Forster requested that Chief Withrow contact Cal Fire, declaring no burning permitted. Director Axe asked if mowing and weed eating is still okay and Chief Withrow answered yes, before 10:00 am and after 6:00 pm and not on a windy day.

**ADMINISTRATIVE MATTERS**

**Property Insurance Renewal:** Chief Withrow presented. Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Axe and seconded by Director Crew and carried 5-0-0 to approve Resolution 23-08 as presented.

## **RESOLUTION NO. AFD 23-08**

Resolution Approving Property Insurance Proposal by  
George Petersen Insurance Agency Effective 07/01/2023

**Medical Director Services Agreement Addendum:** Chief Withrow presented. Discussion ensued relative to subject matter. Chief Withrow expressed that the District needs to continue down the path with advanced EMT services and needing a third party like a Medical Director to evaluate and ensure the Districts is in compliance.

**MOTION:** It was moved by Director Forster and seconded by Director Axe and carried 5-0-0 to approve Resolution 23-09 as presented.

## **RESOLUTION NO. AFD 23-09**

Resolution Approving Professional Service Agreement Second Amendment for a Fire Medical Service Director between Amador Fire Protection District and the Permanente Medical Group, Inc. A California Professional Medical Corporation (TPMG or Contractor).

### **Fire Chief Update:**

**District Events:** Kayla Dale, PIO presented. Discussion ensued relative to subject matter. No action was taken. Events mentioned are below:

- May 13<sup>th</sup> – Jackson Pines Coffee in the Court
- May 27<sup>th</sup> – Italian Benevolent Society Parade
- May 29<sup>th</sup> – Engine Present at the Memorial Day Ceremony in Plymouth
- June 3<sup>rd</sup> – Burke Ranch Evacuation Drill
- June 10<sup>th</sup> – Amador Pines Fire Presentation
- June 11<sup>th</sup> Guns n’ Hoses annual softball tournament – Mule Creek won
- June 15<sup>th</sup> Sierra Highlands Fire Presentation
- June 29<sup>th</sup> will be first ever Fire Resource Meeting in partnership with the Amador Fire Safe Council located in the Board Chambers and open to the public.

Social Media updates include an AFD YouTube Channel, Twitter, Facebook, Instagram and TikTok. You Tube video will include: Firework safety, seatbelt safety, pets and children in hot car safety video. The social media outlet provides an immediate source of factual and vetted information promptly and professionally.

Director Forster asked how many Fire Wise communities in Amador. Kayla answered 32 completed and 17 are on the waiting list. Director Brown thanked Kayla for attending the District 3 meetings.

Chief Withrow congratulated the four recruits who successfully graduated the Academy. He also thanked Captain Eric Paine for his hard work as the Drill Master while continuing to work his shift as a station Captain. Chief also updated the Board that he had attended a City of Plymouth council meeting and has met with the City

Manager to discuss a punch list of repairs needed at station 122. The District will provide up to \$500 and labor up to a certain point. They plan to bring to the council to approve funding.

**Recognition and Awards:** Discussion ensued relative to subject matter. No action was taken. Chief congratulated Engineer Razo and Firefighter Tomlinson for receiving the Mason's award for outstanding service. Firefighter Schantz and Firefighter Vincent were recently promoted to Engineer. The badge pinning was performed at the fire station where it was convenient for the family.

**Volunteer Program:** Discussion ensued relative to subject matter. No action was taken. Chief announced that the volunteers are active and responding. They continue to receive training. Director Axe how many volunteers and Chief answered 23, 22 being active.

**New Station:** Discussion ensued relative to subject matter. No action was taken. Chief stated that Mario's removed the log deck but there has been no grading nor as a conversation happened with them. There is also a load skidder track on the property that will need to be removed. Toma & Associates is almost complete. Once received, we intend to forward to Jon Hopkins, GSA for the drafting of RFQ.

**New Proposed Benefit Assessment Update:** Discussion ensued relative to subject matter. The District was inundated with questions and answers at first, it has calmed down. The Chief also thanked Cindy Grandbois for defending and giving accurate information on social media. There were town hall meetings, a KVGC interview, the Ledger newspaper printed an article. The votes will be tabulated on the 20<sup>th</sup> of July and there is a special meeting on the 8<sup>th</sup>.

**Preliminary Budget for Fiscal Year 2023-2024:** Discussion ensued relative to subject matter. Chief Withrow presented. The Chief thanked Stacy and Nicole for their hard work. The two differences with the budget is personnel reimbursement from the state has been scaled back due to a wet winter and expenses related to the apparatus replacement plan. The Board was also updated that the Jackson Band of Miwuk Indians would like to keep the personal protective equipment and apparatus replacement funding and reimburse the existing. They will reimburse the District as the needs arise. Director Oneto and Chief Withrow discussed radios and fire ground communication.

**MOTION:** It was moved by Director Forster and seconded by Director Axe and carried 5-0-0 to approve the Preliminary Budget for Fiscal Year 2023-2024.

Public Hearing for Final Budget is set for September 19, 2023.

**RESOLUTION NO. AFD 23-07**

Resolution Approving the Preliminary Budget Fiscal Year 2023-2024

**District Monthly Reports:** Discussion ensued relative to subject matter. Chief Withrow presented.

**Call Report:** No action taken, report only

**Training Report:** No action taken, report only

**Vehicle Maintenance Report:** No action taken, report only

**MISCELLANEOUS MATTERS:**

**Minutes for Meeting from May 16, 2023:** Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Forster and seconded by Director Crew and carried 5-0-0 to approve the May 16<sup>th</sup> regular meeting minutes with no corrections.

**ADJOURNMENT:** At 11:38 am. Chair Brown adjourned the meeting until Tuesday, the 18th of July 2023.

  
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Chair, Amador Fire Protection District