MAMMOTH LAKES FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
MARCH 19, 2019

1) CALL TO ORDER – ROLL CALL
The meeting was called to order at 12:08 pm.
Board of Fire Commissioners present: Chairman of the Board Roger Curry, Board members Carole Schilz, Buck Wahl, and Bret Bihler. Vice Chairman of the Board John Mendel was absent.
Mammoth Lakes Fire Protection District staff present: Fire Chief Frank Frievalt (Chief Frievalt left at 12:50 pm), Division Chiefs Ales Tomaier, Natalie Morrow, and Scott Walker; Training & Administration/ Firefighter Tyson Kaylor; Inspector/ Firefighter Danny Shugart; Captain Robert Williams; and myself Administrative Aid Jody Holl.

2) APPROVAL OF JANUARY 15, 2019 MEETING MINUTES
The minutes were motioned for approval by Commissioner Schilz, seconded by Commissioner Wahl. All in favor.

3) SPECIAL PRESENTATIONS –
Chief Frievalt – His presence will be variable today, he is attending a Mono County Board of Supervisors meeting. He has made arrangements with his staff to report on the agenda items.

4) GENERAL PUBLIC COMMENT - *None*

5) CONSENT AGENDA - *None*

6) BUDGET – *Division Chief Ales Tomaier presented the Budget*
   a) Review 2018/2019 Budget
      i) MMSA/ Mono County settlement –

MMSA and Mono County are coming to a tax settlement agreement on the taxable value of MMSA for the period from 2012 – 2016.
The County will give a tax refund to MMSA in an amount ranging from $1 million to $1.5 million. The County has an impound account that will cover the cost of the refund. The County's current balance in that account is about 3.5 million. This should not affect our revenue and we will remain on glide path with our apportionments. Mono County also has an outstanding tax appeal with Ormat, that has not been settled.

ii) 2018/2019 budget review –
Our 1st apportionment was a little higher than average at 63% of budget: $1,918,579. Our revenue is in-line with our budget. We received $120,000 in DIF and had budgeted $30,000. $57,000 of the DIF revenue was used to purchase software for Chief Frievalt to analyze future labor costs. And $53,000 for a CWPP (Community Wildfire Protection Plan). These expenses show up under the Misc Consulting budget, causing it to show 3,358%.

Our manpower expense year to date should be at 73% and we're at 70%.
Training expense is at $6,759 with a budget of $25,000. This expense will be increasing due to new employees going to training.
We want to update our phone system in the near future.
Our overall expense is at 82% but many items have been paid for the year. Our budget is on glide path for the year.
Division Chief Scott Walker reported on the Equipment Maintenance budget: It has a budget of $108,000 and expense to date is $105,995. The cost of repairs to our ladder truck 3362 will be over $60,000. To replace it would cost between $900,000 - $1,000,000. Also, under Utilities propane expense, $25,818 is 172% of budget $15,000. For many years we paid lower amounts due to the propane meter readings not working properly. We no longer use the meters and pay per fill up.

b) 2019-20 AB-8 Estimate & Notes
   i) 2/1/19, within Mono County financial "note" = $3,032,056
   ii) 2/1/18 estimate, with similar financial "notes" = $2,887,837
      (1) Increase in net estimations between 2018 and 2019 = $144,219

We received our first Mono County AB8 revenue projections for 2019/2020. Showing a projected revenue of $3,032,056. Comparing it to the AB8 from the same time as last year's, $2,887,837 and our actual total revenue for 2017/2018, $3,023,369. That's approximately 4% over the February projection. There's good reason to believe the same should apply to the coming years' revenue.

7) OLD BUSINESS

a) Shelter-in-place discussion –
Division Chief Natalie Morrow reached out to Anchor Point, the company writing our CWPP, for what is "best practice" regarding shelter in place vs evacuation. It is their recommendation that unless the structure is stand-alone, with Class A fire resistant exterior, no wood shingles, and has proper defensible space, only then would they recommend shelter in place; otherwise you should evacuate.
Commissioner Curry believes people will always stay regardless of evacuation orders and wants the District to be able to give these people the knowledge and the tools to "stay and defend". Legal counsel Rick Liebersbach is looking into our liability if we were to provide this information to the public.

b) New Loader acquisition –
Division Chief Scott Walker: The new loader is working and is kept at Station 2. We're still waiting on a blade for it.

c) Status on Drone research –
Division Chief Scott Walker: Has met with Paul Page to discuss drones. Drones have become more attainable being smaller and cheaper. You can now purchase a drone for $3,500. Their technology is constantly changing. Scott was able to fly a drone with Paul. He will continue his research. Commissioner Bihler recommended contacting other fire departments that use drones to get their input.

8) NEW BUSINESS

a) Mono County DIF (Developer Impact Fees) exemption – legal opinion in progress
Division Chief Natalie Morrow: Mono County is building a new 33,000 sq. ft facility behind the police station They have asked the Town and us for an exemption on paying DIF. The Town will be exempt from collecting these fees. However, the District is a separate entity from the Town, we have Counsel Rick Liebersbach reviewing the County's request. Our DIF is paid to the Town and kept by the Town until we request payment. The District's DIF for the new facility would be $86,130.

b) Mono/ Madera County jurisdictional discussion – District needs to be included in an agreement with either Mono or Madera County for non-federal responses into Reds Meadow
Chief Frievalt was included in a conference call with Mono and Madera County Officials. Madera presented a draft MOU to Mono County. Chief Frievalt felt the MOU was sufficient. Chief Frievalt is attending a Mono County Board of Supervisors meeting today. It is currently in closed session. He is in attendance of that meeting to have the County Board approve a mutual aid agreement between Mono County Fire Protection Districts and Mono County. The agreement does not address emergency response to Reds Meadow.
While the County Board is in closed session to discuss the Reds Meadows response and Madera County MOU, Chief is present here.

c) AT&T initial inquiry on cell site – waiting for written follow-up to phone call
AT&T has contacted us. They would like to install a cell tower at Station 1. We would consider it if they can supply us with "first net" (giving 1st responders priority to cell phone lines in emergencies).

Chief Frievalt left the meeting, 12:50 pm.

d) SCE Wildfire Response Plan
Chief Morrow: SCE has written a plan in response to the wildland fires that were caused by SCE electrical equipment. They have hired a fire weather specialist who specializes in fire weather forecast. They are establishing a protocol and process on when to shut down whole grid sections due to severe fire weather danger. Fire Station 1& 2, Mammoth Hospital, and the Water District all have emergency generators in case of power outages.

e) Request approval for Chief Frievalt to attend the ROSS training in San Marcos, CA, April 7-13, 2019
The Board approved of Chief Frievalt's travel request.

f) Request to reimburse Fire Chiefs from Antelope Valley and White Mountain Fire Protection Districts, registration, room and board, to attend Resource Ordering and Status System (ROSS) training in San Marcos, CA April 7-13, 2019, as part of their development for Cal OES Operational Area Coordinator Alternates.

The Mono County Fire Chief's Association gives us $14,000 a year in revenue. A portion of these funds are to be used for County wide training.
The Board approved to reimburse Fire Chief Mike Curti of the Antelope Valley Fire Protection District and Fire Chief Dave Doonan of the White Mountain Fire Protection District their travel costs to attend the ROSS training in San Marcos.

9) REPORTS, REQUESTS, AND COMMUNICATIONS FOR BOARD REVIEW - *None*

10) DISTRICT CHIEF COMMENTS

a) Review of Western Fire Chief's Association Policy Team – Paradise Fire Field Trip –
This item was pulled from the agenda, as Chief Frievalt had left the meeting

b) Status of selection process for the Administrative Assistant to the Fire Chief –
Chief Tomaier: March 20 and 21 will be the Assessment Center. 11 candidates were invited to the Assessment Center, 7 candidates have accepted. We had 19 applicants. Skills testing will take place on March 20 and the interview process on March 21. With the hope of having someone hired and working with Jody for 3 weeks before she retires. The "Administrative Assistant to the Fire Chief" is the Administrative Aid for the District and will be taking over the day to day administrative duties for the District.

c) *Jody's last day will be May 2, 2019*

d) Introduction of new firefighters Danny Shugart and Tyson Kaylor –
Chief Morrow introduced Danny Shugart. Danny was hired as "Inspector/ Firefighter" full time beginning February 11, 2019. Danny has been with Mammoth Fire since 2009. He replaces Brett Reed.
Chief Tomaier introduced Tyson Kaylor he was hired in a new position "Training & Administration/ Firefighter" full time beginning February 11, 2019. He has been with MLFD since 2016.
Both are on a 56 hour per week firefighter schedule.

e) Summary of emergency actions and hand crew projects during winter storms of 2019 –
Chief Tomaier: The Town filed an Emergency Declaration which enables them to bring in State Resources. We oversaw CalFire, inmates, and CCC (California Conservation Corps) crews, clearing snow from public buildings and fire hydrants.

f) California Incident Command Certification System (CICCS) committee formation –
Chief Tomaier: Chief Frievalt wants to bring this formation committee back to Mono County. The committee creates an acceptable certification for firefighters responding on larger incidents, where several government entities are all on scene.
It allows Incident Command to know which firefighters hold an accredited position. (ie: are you qualified to be a strike team leader?) The State has a process of accreditation for positions. The committee will consist of Mono County Fire Chiefs, USFS/ BLM Interagency, and Cal Fire.

11) BOARD MEMBER COMMENTS –

Commissioner Buck Wahl shared a MLFD response story. While he was away his tenant called him to let him know the Co alarm was sounding in his home. Buck called us and Chief Tomaier sent the engine crew over to inspect and take gas level readings. He appreciated our response and professionalism.
Commissioner Roger Curry would like to revisit the parcel tax measure for the 2020 ballot and requested the topic be on next month's meeting agenda to discuss.

12) LEGAL COUNSEL ADVICE – *None present*

13) MLFPD FIREFIGHTER ASSOCIATION COMMENTS – *None present*

14) ANNOUNCEMENTS – *Chief Tomaier announced that tomorrow, March 20 we will begin our MLFD 2019 Academy. We have 11 Academy members.*

15) ADMINISTRATIVE DUTIES

a) Request approval of Commissioner Curry's travel request to attend the FDAC conference April 1-4, 2019. Approximate total cost $1,886.27
The Board approved Commissioner Curry's travel request.

b) *Commissioners have been sent their annual FPPC (Fair Political Practices Commission) Statement of Economic Interests (Form 700) via email from Mono County. Please complete the on-line form. This form is required of all elected officials in the State.*

c) *Cities, counties and special districts in California are required by law (AB 1234, Chapter 700, Stats. of 2005) to provide ethics training to their local officials every 2 years. Frank Frievalt your ethics training is due. You can log onto http://www.fppc.ca.gov/learn/public-officials-and-employees-rules-/ethics-training.html to complete your required training.*
Commissioner Wahl completed his training on 1/24/18; Commissioner Bihler completed his training on 1/27/19.

d) *The next meeting was set for 12 noon, Tuesday, April 16, 2019.*

16) ADJOURNEMENT – *The meeting adjourned at 1:35 pm*

Roger Curry
Commissioner signature

4/16/2019
Date

ROGER CURRY
Print Name

Carole Schlz
Commissioner signature

4-16-2019
Date

CAROLE A. SCHLZ
Print Name