



November 13th, 2024

Chair Julia Marsili called the meeting to order at 6:00 P.M. at the West Point Fire Station, 195 Spink Rd West Point, Ca 95255.

PRESENT: Chair Julia Marsili, Vice Chair Steve Schoenthaler, Director John Hesketh, Director Tim Adams, Chief Michael Downs, Assistant Chief Terry Miller, Chaplain Bruce Forrest, and Clerk Bronwynne Wolf.

ABSENT: Director Dorrie Klith and Chaplain Carolyn Oliver.

Public Comment:

- a. No public comment to report.

Announcements from West Point Fire Protection District Partners:

- a. The **23/24 Audit Report** was presented by Cathy Castillo and Mayla Swift whom provided an unmodified opinion on the district's financials. The full audit report is available to the public for review on the district's website.
- b. **Partner reports** – Chaplain Forrest reported that his services were required once this past month. He will soon be volunteering in Maui to assist with the rebuilding of their community.

West Point Fire Association Liaison, Tim Adams, stated that the Association purchased 14 lockers for the fire department's use for \$800.

Consent Agenda—

1. The following items were motioned for approval by Vice Chair Schoenthaler, seconded by Director Hesketh and passed with 4 votes.
 - a. Approve regular meeting minutes from October 9th, 2024
 - b. Acknowledge receipt and review of financial statements for October 2024
 - c. Approve monthly expenses for October 2024

Old Business:

a. Station 2 Closure: Downs, Action

Chief Downs stated that Station 2 in Wilseyville has been cleaned out, power and phone shutoff, and keys have been returned to Mr. Lawrence. The water service will be terminated this week. Members of the Wilseyville Homeowners Association (W.H.A.) informed Chief Downs that the two members on their board, who signed the letter which requested the West Point Fire department to remove all belongings and return the building used as Station 2 back to the community of Wilseyville; acted entirely on their own without the approval of their board. The W.H.A. informed Chief Downs that they are open to returning to the old agreement – of West Point Fire utilizing the building and taking fiscal responsibility for the payment of the utilities. Chief Downs expressed



his reluctance to return to the same agreement without additional securities in place to prevent a similar situation from happening in the future. As of the date of this meeting, no further written correspondence has been received from the W.H.A. pertaining to the use of the building formerly known as Station 2.

No action taken.

New Business:

a. EMS Program: Downs, Action

Chief Downs stated he was approached by a friend, who currently works in EMS, who shared the desire to teach EMS classes. This friend would like to use our department to teach these classes, she has a group of people that come with her to take care of everything. He doesn't want to say that it's a new program as we used to teach EMR classes up here and be accredited to do our own CE's in house and for whatever reason that fell out. He asked Mr. Hawkins to help him with this. Mr. Hawkins has attended two meetings and Chief Downs has been able to attend one of those two meetings. One of the big advantages he sees with this, it's \$2,500 to get us back into being able to take care of ourselves up here whereas it would usually only be about \$500, but with this \$2,500 anyone that the department would want to put through an EMT program right now would only cost the department about \$400, which is pretty much just paying for the fees and the book. They are also willing to help with the advanced EMT stuff, i.e. being able to place IV's for hydration. That to him is extremely important due to the extended ETA's of ambulance response times to our area that would then allow our EMT's to start hydrating patients before the ambulances' arrival. He said it would definitely put us over on the training budget but wanted to bring it up for discussion with the board.

Chair Marsili asked if the money needed could be accounted for elsewhere. Director Adams stated that we would have to take a look at the numbers before proceeding.

Chair Marsili stated that she feels this is not an actionable item at this time and to work out the financial logistics with the Finance Committee before bringing it back to the board.

Chief Downs believes there are some spots in the budget that we could pull it out of but it would still show that the training budget is over. He feels it is something that we should move forward on.

Chair Marsili stated that; knowing Chief Downs' goals for the department, she feels we should reevaluate our training budget for next year when the time comes.

Mr. Hawkins stated that this program will actually generate money for the district if it goes the way that they're hoping it will go because it will open up intern programs through colleges as well as grants, and income from DOT. He stated that for a normal 3-4 month EMT program, which we have the capability of doing hybrid so that those enrolled do not have to attend in person (it comes with four medics, two doctors, and four nurses) so we'll have all of that already setup and have all of the paper work in place. In theory- and we have not come up with any of the numbers yet- as some of them would like compensation for teaching the classes, so when they're charging \$1,200



- \$1,500 for the 3-4 month class or \$3,000 for the weekend class; that means putting anywhere from \$100-\$200 per person into our pocket out of what they are charging. That way we can potentially put \$5,000 back into the department or even more if we are doing two or three classes. On top of the benefits of advanced EMT, it has the potential to put a nickel in our pocket and it's going to give us the CE's (continued education credits) and we'll get the P number so that when we want to put epinephrine on the rig we can, because as of right now we cannot. This would open up a lot of avenues for the district, to bring in cadets at the intern level from the colleges working \$80 a shift, because they're college employees at that point, it would give us more people to have on the engines for in district coverage that would then allow more of us to go out on a strike team, essentially saving the district money.

Chief Downs' concern with the whole situation is with moving forward with Measure A and building another building while trying to accommodate something like that. Right off the get go, the first class would be training our own department as well as Bear Valley, mostly through Zoom. Cal Fire's Chief Hewlett has offered the Cal Fire quarters to us for anything that we would not be able to accommodate here pending any construction.

Per Mr. Hawkins the costs associated for the classes are \$487 -, which has online materials to help you pass the class as well as Mountain Counties' fee and the book; and the \$387 class, which does not have the online help. Chief Downs stated our costs would be the \$2,5000 to Mountain Valley to get accredited and use their numbers. He figures we have 4-5 people currently that could benefit from the class and it would enable us to teach the EMR class, as we have a couple employees that will need to recertify soon. Director Adams questioned if we could use Measure A funds for training, but it was not included as line item expense in our final budget for this year.

No action taken to report.

b. Add Direct Charges to Parcel: Wolf, Action

Per an email received from the Property Tax Desk of the Auditor-Controller of Calaveras County: "The Assessor has processed roll corrections for two parcels in your district that were combined in 2020. The parcels 008-028-007-502 and 008-028-007-501 (separate mines) were combined into 008-028-007-000. Both assessments contained West Point Fire Protection District direct charges of 64800 with \$78.50 and 64810 \$180.00 for each year thereafter; 2021, 2022, 2023, & 2024. The new parcel, 008-028-007-000 does not have WPFDD direct charges, but is being placed on the tax roll for the same four years. The Auditor's Office would like confirmation from WPFDD to add the direct charges to the current parcel from 2021-2024. Essentially, the direct charges would be removed from the two parcels that no longer exist and applied to the new parcel that now exists."

Director Adams motioned to approve the addition of direct charges of \$78.50 and \$180.00 to parcel 008-028-007-000, seconded by Director Hesketh and passed with 4 votes.

c. Add and Remove Bank of Stockton Signatories: Marsili, Action

Chair Marsili expressed the need for the signatories at the Bank of Stockton to be updated to reflect the district's current board members. Director Adams felt he should not be included as a signatory since he is the Treasurer and a part of the Finance Committee, which could be deemed a conflict of interest. All agreed.



Chair Marsili motioned to remove Steve Schoenthaler, Gregory Pryor, and Kirk Smith as signatories from the Bank of Stockton account and add Julia Marsili, and Dorrie Klith as signatories. John Hesketh will remain a signatory. Chair Schoenthaler seconded the motion, motion passed with 4 votes.

Reports, Director, and Staff Comments:

Fire Chief Report/Announcements: Chief Downs stated that we currently have one firefighter out with a wrist injury from home. He has started the new shift calendar for Measure A, a little early to work any kinks out now. He has been very pleased with all of the personnel, especially with their handling of the station 2 project and getting things moved out within a short amount of time. Director Adams and he attended the Blue Mountain Emergency Preparedness meeting, stating there was a good show of people from the community in attendance. The sheriff's office sent an invitation for the department to attend their 'Coffee with a Cop' that will be held at the Timber Room here in West Point on 11/15/24.

He states that the troops have been really taking initiative as they are currently in a transitory period with the Measure A stuff; such as having Mr. Hawkins take over for the training program, Mr. Simpson has taken over the facility logistics maintenance – of which Chief noted Mr. Simpson has made some great changes, Mr. Mitchell is taking over operations and has been down taking some classes. Things have been going well.

Adjournment to Closed Session- Personnel Matters Government Code § 54957(b) at 7:07 P.M.

- a. Public Employee Appointment, employment, performance evaluation, discipline, dismissal or release (§ 54957(b))

Reconvene in Open Session at 7:50 P.M. No action to report.

Adjournment: meeting was adjourned at 7:50 P.M.