



McCloud Community Services District

220 West Minnesota Avenue P.O. Box 640

McCloud, California 96057

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REGULAR MEETING OF THE BOARD OF DIRECTORS

SCOUT HALL - 405 E. COLOMBERO DRIVE

Monday, April 25, 2022, at 6:00 PM

AGENDA

The McCloud Community Services District welcomes you to this meeting. This agenda contains brief general descriptions of each item to be considered at this meeting by the Board of Directors. If you wish to speak on an item on the agenda, you will be provided the opportunity to do so prior to consideration of the item by the Board. If you wish to speak on an item that is not on the agenda, you are welcome to do so during the Public Comment portion of the meeting. Persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. When addressing the Board, please state your name for the record prior to providing your comments. Please address the board as a whole through the President. Comments to individual Board members or staff are not permitted.

All documentation supporting the items on this agenda are available for public review in the District office, 220 W. Minnesota Avenue, McCloud CA 96057, during normal business hours of 9:00 a.m. to 12noon and 1:00 pm to 4:00 p.m. Monday through Friday.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (530) 964-2017.

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes:

A. **Discussion/action** regarding approval of the minutes of the Special Meeting of April 11, 2022.

B. **Discussion/action** regarding approval of the minutes of the Regular Meeting of April 11, 2022.

4. Announcement of Events:

5. Communications:

6. Reports:

A. General Manager- No report

B. Finance Officer- No report

C. Fire Chief

D. Public Works Superintendent- No report

E. Directors

F. Committees

7. Consent Agenda:

A. Approval of Expenses in the amount of \$11,504.44.

8. Old Business: None

9. New Business:

A. Discussion/possible action regarding the park fee schedule and T-ball / Little league fees, Snack Shack rental fees.

B. Discussion/possible action regarding approval of first reading of proposed changes to MCSD Policy 3270 (addendum) - Compensation for Fire and Ambulance Personnel.

C. Discussion/possible action regarding approval of first reading of proposed changes to MCSD Policy 7050 - Ambulance Duty.

D. Discussion/possible action regarding approval of first reading of proposed changes to MCSD Policy 7040 - Fire Department Duty Officer/Duty Chief.

10. Public Comment: This time is provided to receive information from the public regarding issues that **do not** appear on the agenda (persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board).

11 Adjourn

MCSD Mission Statement

McCloud Community Services District will strive to provide the full range of municipal services, at a reasonable cost applied consistently to all customers, while maintaining a healthy infrastructure and environmental integrity.

**MINUTES OF A
SPECIAL MEETING OF THE BOARD OF DIRECTORS
April 11, 2022, at 5:00 PM**

A Special meeting of the Board of Directors of the McCloud Community Services District was called to order at 5:00 p.m. Five Directors (Richey, Hanson, Rorke, Young, Zanni) were present. General Manager, Amos McAbier was present during open session only. No members of the public were present

1. Call to Order

2. Public Comment: This time is provided to receive information from the public regarding issues that **do** appear on the agenda.

No public members

3. Convene a Closed Session: Pursuant to California Government Code (Gov. Code §§ 54954.5(e) and 54957) Public Employee Discipline/Dismissal/Release

4. Reconvene at 5:19 PM, no action taken

5. Discussion/ possible action regarding Considering Approval of Resolution 3, 2022. Appointing a Hearing Officer to Hear and Decide Employee Disciplinary Appeal; Consider Approval of Related Agreement with the Hearing Officer

C. Young made a motion to approve Resolution No.3, 2022; seconded by M. Rorke. Motion passed with 5 Ayes (Young, Richey, Rorke, Zanni, Hanson)

6. Adjourn at 5:20 PM

Catherine Young/President of the Board

Andrea Mills/Secretary of the Board

**MINUTES OF A
REGULAR MEETING OF THE BOARD OF DIRECTORS
April 11, 2022, at 6:00 PM**

A regular meeting of the Board of Directors of the McCloud Community Services District was called to order at 6:00 p.m. Five Directors (Richey, Hanson, Rorke, Young, Zanni) were present. Also present were General Manager Amos McAbier, Fire Chief Charlie Miller, Finance Officer Mike Quinn. District Secretary Andrea Mills was absent.

1. Call to Order at 6:00 PM

2. Pledge of Allegiance

3. Approval of Minutes:

A. Discussion/action regarding approval of the minutes of the Regular Meeting of March 28, 2022.

R. Zanni made a motion to approve the minutes of the Regular Meeting of March 28, 2022; seconded by M. Rorke. Motion passed with 4 ayes (Hanson, Rorke, Zanni, Richey). C. Young abstained.

B. Discussion/action regarding approval of the minutes of the Special Meeting of March 30, 2022.

R. Zanni made a motion to approve the minutes of the Special Meeting of March 30, 2022; seconded by M. Hanson. Motion passed with 4 ayes (Hanson, Rorke, Zanni, Richey). C. Young abstained.

4. Announcement of Events: None

5. Communications: None

6. Reports:

A. General Manager

Amos McAbier reported that the outside waters are being turned on. Staff has completed about 85% of the homes and should have all waters turned on by next week. Mandatory water rationing is still in place until further notice. (Full order can be found on our website)

B. Finance Officer-verbal report

C. Fire Chief-verbal report

D. Public Works Superintendent-No report

E. Directors

F. Committees

7. **Consent Agenda:**

A. Approval of Expenses in the amount of \$25,770.63

C. Richey made a motion to approve expenses in the amount of \$25,770.63; seconded by M. Rorke. Motion passed with 5 ayes (Young, Richey, Rorke, Hanson, Zanni)

8. **Old Business:**

A. **Discussion/possible action** adopting amended 2021-22 budget.

M. Rorke made a motion to adopt the amended 2021-2022 Budget with corrections on page 15 and page 17. Seconded by M. Hanson. Motion passed with 4 ayes (Rorke, Hanson, Richey, Zanni), 1 no, C. Young.

9. **New Business:**

A. **Discussion/possible action** regarding adopting a resolution approving an application for per capita grant funds from the state department of parks and recreation.

R. Zanni mad a motion to adopt a resolution approving an application for per capita grant funds from the state department of parks and recreation; seconded by M. Hanson. Motion passed with 5 ayes (Young, Hanson, Zanni, Richey, Rorke)

B. **Discussion/possible action** regarding subscribing to BMS Cloud

C. Richey made a motion to subscribe to the BMS Cloud; seconded by M. Rorke. Motion passed with 5 ayes (Young, Richey, Rorke, Hanson, Zanni)

10. **Public Comment:** This time is provided to receive information from the public regarding issues that **do not** appear on the agenda (persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board).

11. **Adjourn** at 7:03 PM

Catherine Young/President of the Board

Andrea Mills/Secretary of the Board

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: March

Year: 2022

Member Information

Total Department members including Auxiliary: 31

New Members: 0

Total Paramedics: 3 Active: 3

Inactive: 0

Total EMT's: 3 Active: 3

Inactive: 0

Members Resigned: 0 Members Terminated: 0

Members on Leave of Absence: 2

ID	Name	Rank	Shift Hours	Training Hours	Training Points	Duty Shifts	EMS Transports	Calls	% Calls made	Total Points
1700	Miller, Darrell "Charlie"	Chief	N/A	24	N/A	N/A	N/A	11	47.83	N/A
1701	Vogus, Trenton	Assistant Chief	0	8	8	3	0	8	34.78	11
1702	Thomsen, Kirk S	Assistant Chief	0	4	4	1	N/A	1	4.35	5
1731	Richardson, Stephen	Captain	0	4	4	1	N/A	0	0	5
1705	Girard, Nate	Division Chief	0	2	2	0	0	0	0	2
1708	Garcia, Ben	Lieutenant	0	0	0	N/A	N/A	0	0	0
1712	Gray, Jessie	Firefighter	0	0	0	N/A	N/A	0	0	0
1759	Chandler, Kc	Firefighter	4	16	16	N/A	N/A	6	26.09	16
1747	Dewitt, Joe	Firefighter	0	12	12	N/A	N/A	2	8.7	12
1729	Fay, Dan P	Firefighter	0	17	17	N/A	N/A	10	43.48	17
1732	Fesler, Richie	Auxiliary/Driver	0	0	0	N/A	N/A	0	0	0
1749	French, Bruce D	Firefighter	0	0	0	N/A	N/A	4	17.39	0
1723	Girard, Parker	Explorer	0	7.5	7.5	N/A	N/A	0	0	N/A
1760	Glenn, Alisa	Firefighter	0	12	12	N/A	N/A	2	8.7	12
1733	Glynn, Jerry	Auxiliary/Driver	0	0	0	N/A	N/A	0	0	0
1752	Lewis, James	Firefighter	16	0	0	N/A	N/A	2	8.7	0
1757	Lukenbill, Joel	Firefighter (Shift)	0	0	0	N/A	N/A	0	0	N/A
1704	Marques, Steve	Captain	0	0	0	1	0	1	4.35	1
1730	Masciola, Bob	Firefighter	0	0	0	N/A	N/A	0	0	0
1748	Masciola, Nathan	Firefighter	5	9	9	N/A	N/A	5	21.74	9
1735	McAbier, Amos	Firefighter	0	0	0	N/A	0	0	0	0
1746	Memmer, Jettus	Firefighter	0	13	13	N/A	N/A	10	43.48	13
1722	Miller, Cindy Ann	Firefighter	5	21	21	N/A	3	8	34.78	24
1750	Mullet, Michael	Captain (Shift)	0	0	0	0	0	0	0	N/A
1755	Oliver, Scott	Auxiliary/Driver	0	0	0	N/A	N/A	0	0	0
1762	Palmer, CJ	Shift	8	8	8	N/A	N/A	0	0	8
1754	Prouty, Sean	Captain	N/A	27	N/A	N/A	N/A	11	47.83	N/A
1751	Quiring, Jaden H	Firefighter	4	20	20	N/A	N/A	2	8.7	20
1756	Richardson, Justen	Firefighter (Shift)	0	4	4	N/A	N/A	0	0	N/A
1745	Roseberry, Ulliana	Firefighter	0	8	8	N/A	N/A	3	13.04	8
1711	Sager, Donna	Battalion Chief	0	0	0	0	N/A	0	0	0
1758	Thompson, Imani "Bea"	Firefighter	5	8	8	0	N/A	2	8.7	8
1710	Tolosano, Peter	Battalion Chief	0	0	0	0	N/A	0	0	0
1728	Worthington, Michael	Firefighter	0	0	0	0	0	1	4.35	0
			Shift Hours	Training Hours	Training Points	Duty Shifts	EMS Transports	Calls	% Calls made	Total Points
Totals			43	224.5	173.5	6	3	89	100	171

Volunteer notes: Nothing to report.

Explorers: 2 Active: 2 Inactive: 0

Explorer notes: No Explorer activity this month. We will be discontinuing the Explorer Program until there is more interest in town. Sean Prouty to monitor.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: March

Year: 2022

CHIEF 1700

Darrell "Charlie" Miller (EMT-P) Engine Operator

ASST. CHIEF/OPERATIONS 1701

Trenton Vogus (Firefighter/EMT) Engine Operator

ASST. CHIEF/EMS DIRECTOR 1702

Kirk Thomsen (Firefighter/EMT -P) Engine Operator

Recruitment/Retention Coordinator

Sean Prouty (Firefighter/EMT-P)

DIV. CHIEF/TRAINING OFFICER 1705

Nate Girard (Firefighter/EMT) Engine Operator

FIRE CAPTAIN 1706

Stephen Richardson

FIRE LIEUTENANT 1708

OPEN

RESCUE/EMS LIEUTENANT 1709

OPEN

FIRE FIGHTER'S / EMT'S

Jettus Memmer (FF/EMR)
Engine Operator

Mike Worthington (FF/EMT-1)
Engine Operator

Cindy Miller (FF/EMT-1)
Engine Driver Trainee

James Lewis
Engine Operator (Trainee)

Nathan Masciola (FF/1st Responder)
Engine Operator

Joe Dewitt (FF/EMR)
Engine Operator

Alisa Glenn

Jaden Quiring

KC Chandler

Auxiliary/Non-Firefighters, Drivers & Support Staff

Peter Tolosano
(Battalion Chief 1710)

Donna Sager
(Battalion Chief 1711)

Amos McAbier (Wildland FF)
(Engine Driver)

Dan Fay (Wildland FF)
(Ambulance/Engine Operator)

Jessie Gray (Wildland FF)
(Ambulance Driver)

Richie Fessler
(Engine Driver)

Ulianna Roseberry
(Ambulance & Engine Driver trainee)

Bob Masciola
(Ambulance Driver)

Jerry Glynn
(Engine Driver)

Bruce French
(Ambulance Driver)

Scott Oliver
(Engine Driver Trainee)

Shift Firefighters

Mike Mullet
(Fire Captain)

CJ Palmer
(Dunsmuir FD)

Joel Lukenbill
(Rope Rescue Technician)

Justen Richardson

Explorers

Merlin Huddleston

Parker Girard

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2022**

INCIDENT TYPE	# INCIDENTS
160 - Special outside fire, other	1
321 - EMS call, excluding vehicle accident with injury	8
553 - Public service	9
554 - Assist invalid	2
611 - Dispatched & cancelled en route	1
700 - False alarm or false call, other	1
740 - Unintentional transmission of alarm, other	1
Total Incidents	23

Total Calls for service this calendar year: 23

Total Z.I.B. area Calls this month: 2 Total ZIB Contract Calls this Fiscal Year: 0

Fire Calls

Total Fires: 1 Structure: 1 Vegetation: 0 Vehicle Fires: 0 Nuisance: 1

In Town: 1 Mutual Aid/Auto Aid: 0 Z.I.B. Area: 0

Fire Notes: Fire on the roof of a mobile home. No damage to the structure.

Medical Calls

Total Medical Calls: 8 (includes traffic collisions) Traffic Collisions: 0 Non-Injury: 0

Transported by Medic 17: 8 Paramedic Intercept: 0

Transported by MSAS: 0 Non-Transport: 0 BLS: 3 ALS: 5

In Town: 6 Mutual Aid/Auto Aid: 2 Z.I.B. Area: 2

Medical Notes: Nothing to note.

Miscellaneous Calls

Total Miscellaneous Calls: 14

HAZMAT: 0 Lift Assist: 1 Public Assist (other): 9

Rescue Calls: 0 Smoke Check: 0 Alarm Sounding: 0 Gas Leak: 0

In Town: 14 Mutual Aid/Auto Aid: 0 Z.I.B. Area: 0

Miscellaneous call notes: Again, no calls were missed this month.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2022**

Station

Station 17-Leatherman Fire Hall:

Nothing to report.

Apparatus

Unit 1700 (Chevy Tahoe): Nothing to report.

Unit 1701 (White Chevy Tahoe): Engine oil changed in house by Sean Prouty and Trent Vogus.

Utility 17 (Dodge Ram Pickup): Nothing mechanical to report.

Squad 1740: Nothing mechanical to report.

Medic 17: Continue to experience electrical issues.

Engine 1711: Good condition. Oil change needed. Nothing mechanical to report.

Engine 1712: Good condition. Oil change needed. Nothing to report.

Engine 1715: Good condition. Stored in Shasta Forest Estates.

Engine 1776: Not in service yet.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2022**

Training

Fire Department Drills

#1 Fire: (Thursday 6-10 pm)

Date: 3/03/2022 Topic: 1st Due Operations on structure Fires

#2 Fire: (Thursday 6-10 pm)

Date: 3/10/2022 Topic: Hose and nozzle training for structure fires.

#3 Fire: (Thursday 6-10 pm)

Date: 3/17/2022 Topic: Hose and nozzle training for structure fires.

#4 Fire: (Thursday 6-10 pm)

Date: 3/24/2022 Topic: Ladders (Classroom)

#5 Fire: (Thursday 6-10 pm)

Date: 3/31/2022 Topic: Ladder (hands on)

Training Notes: See report

Community Involvement: Nothing to report.

Ordinance 28 Issues: None this month.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2022**

Billing

Billing: Billing for all possible revenue continues.

CSA 4/ZIB Billing: 1st & 2nd quarter bill sent. **Total Fiscal Year Payments Received: \$0**

CSA 3 Stipend/equipment purchases **Total CSA 3 Fiscal Year Received: \$**

EF Recovery: No billable calls again this month.

Billed (FY 20/21): \$3,232.10 **Received (FY 20/21):** \$1404.75

EF Recovery Accounts Receivable: \$1827.35 - \$89.54 for denied claim= \$1737.81

Calfire: \$0.

USFS: \$0.

CA Office of Emergency Services/CA Fire Assistance Agreement (CFAA): All invoices and several updated (with additional amounts) have been returned to CA OES for payment. CFO to Report on progress of revenue received.

Medical Billing:

December Wittman Enterprises Billing Report (Wittman Reports run 1 month behind)

INVOICE 2202028

TO: McCloud Community Service District
FROM: Wittman Enterprises, LLC
DATE: March 16, 2022
FOR: Billing Services Performed in February 2022

Gross Collections	\$	4,542.87
Less Refunds	\$	-
Net Collections	\$	4,542.87
Fee Based on 8% of Net Collections	\$	363.43

CURRENT MONTH BALANCE: \$ 363.43

TOTAL AMOUNT: \$ 363.43

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2022**

Fiscal Year 20/21 Whitman Enterprises Billing Report

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	COLL ADJ	NET PAYMENTS	BAD DEBT WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JULY '21	\$ 23,780.75	\$ 9,805.84	\$ 76.07	\$ -	\$ 13,898.84	\$ 8,110.94	\$ -	\$ -	\$ 8,110.94	\$ -	\$ -	\$ 63,493.75
AUGUST '21	\$ 35,496.35	\$ 21,863.66	\$ 10,031.91	\$ -	\$ 3,600.78	\$ 13,484.85	\$ -	\$ -	\$ 13,484.85	\$ -	\$ 6.15	\$ 53,615.83
SEPTEMBER '21	\$ 28,923.66	\$ 12,423.89	\$ 2,161.33	\$ -	\$ 14,338.44	\$ 10,063.53	\$ -	\$ -	\$ 10,063.53	\$ -	\$ -	\$ 57,890.74
OCTOBER '21	\$ 21,265.55	\$ 14,457.06	\$ 7,221.40	\$ -	\$ (412.91)	\$ 8,448.29	\$ 466.45	\$ -	\$ 7,981.84	\$ -	\$ (324.81)	\$ 49,171.18
NOVEMBER '21	\$ 11,298.60	\$ 580.07	\$ 7,704.39	\$ -	\$ 3,014.14	\$ 9,616.79	\$ -	\$ -	\$ 9,616.79	\$ -	\$ -	\$ 42,568.53
DECEMBER '21	\$ 28,188.50	\$ 13,386.44	\$ 3,303.09	\$ -	\$ 11,498.97	\$ 2,100.87	\$ -	\$ -	\$ 2,100.87	\$ -	\$ -	\$ 51,966.63
JANUARY '22	\$ 20,828.00	\$ 7,626.35	\$ 3,960.48	\$ -	\$ 9,241.17	\$ 5,312.80	\$ -	\$ -	\$ 5,312.80	\$ -	\$ -	\$ 55,895.00
FEBRUARY '22	\$ 18,872.05	\$ 11,465.43	\$ 141.51	\$ -	\$ 7,265.11	\$ 4,542.87	\$ -	\$ -	\$ 4,542.87	\$ -	\$ (125.00)	\$ 58,492.24
MARCH '22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
APRIL '22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MAY '22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
JUNE '22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

YEAR TO	CHARGES	MCARE	MCAL	OTHER	NET CHARGES	PAYMENTS	REFUNDS	COLL ADJ	NET PAYMENTS	BAD DEBT	ADJUSTMENTS	NEW A/R
DATE TOTALS	\$ 188,653.46	\$ 91,608.74	\$ 34,600.18	\$ -	\$ 62,444.54	\$ 61,680.94	\$ 466.45	\$ -	\$ 61,214.49	\$ -	\$ (443.66)	

YTD	CHARGES	MCARE	MCAL	OTHER	NET CHARGES	PAYMENTS	REFUNDS	COLL ADJ	NET PAYMENTS	BAD DEBT	ADJUSTMENTS	NEW A/R
PERCENTAGE												
OF REVENUE		48.56%	18.34%	0.00%	33.10%	32.70%	0.25%	0.00%	32.45%	0.00%	-0.24%	

YTD	CHARGES	MCARE	MCAL	OTHER	NET CHARGES	PAYMENTS	REFUNDS	COLL ADJ	NET PAYMENTS	BAD DEBT	ADJUSTMENTS	NEW A/R
PERCENTAGE												
OF NET												
REVENUE									98.03%			

Average Charges
per month \$ 15,721.12
Average
Payments per
month \$ 5,140.08

Average Net Charges (Fiscal year to date): \$7,805.57

Average Net Payments/Revenue (Fiscal Year to Date): \$7,651.81

Outstanding Whitman Accounts Receivable as of Feb 15, 2022: \$58,492.24

General department message:

Medic 17 was staffed ALS at most times during January. No calls were unattended by department personnel.

Submitted By: *Darrell Miller* Darrell "Charlie" Miller

Date: 4/11/2022

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Compensation for Fire and Ambulance Personnel
POLICY NUMBER: 3270
ADOPTED: April 12, 1999
REVIEWED: May 13, 2008; February 27, 2014, May 8, 2019
REVISED: June 9, 2008; March 24, 2014, June 10, 2019

3270.10 Volunteer members of the McCloud Fire Department shall be reimbursed on a point system for wear and tear of clothing and equipment, use of private vehicles (per fire department bylaws) and other personal expenses incurred in rendering protection to lives and property in and surrounding the community of McCloud.

3270.11 Points shall be accumulated for each attendance at an authorized Fire Department activity to include emergency calls, meetings, drills and other activities as may be prescribed by the Fire Chief or his/her authorized representative.

3270.12 Attendance shall be indicated by documentation provided by the Fire Chief or his/her authorized representative.

3270.13 Points shall be awarded for attendance based upon the following activity schedule:

3270.131 Points Paid to Firefighters: One (1) point shall be awarded for attendance at each emergency fire call, weekly meeting, and/or for unusual activities as authorized by the Fire Chief.

3270.132 Points Paid to EMTs or Paramedics: Two (2) points shall be awarded for each EMT or Paramedic emergency ambulance response.

3270.133 Regular compensation shall be paid to the First Assistant Fire Chief, unless he/she is acting as the Fire Chief, at which time he/she will forfeit points for Fire Chief pay.

3270.20 The Fire Chief or his/her authorized representative shall be responsible for the accounting of points accumulated by members and shall prepare a summary of such points at the end of each quarter.

3270.21 A point accumulation summary shall be provided to the Finance Officer by the Fire Chief or his/her authorized representative for fire-fighters and EMTs.

3270.22 The value of each point shall be established by the Board of Directors and appear in the current salary schedule.

3270.23 Wages earned and paid to the Assistant Chiefs, plus reimbursement to other volunteer members for primary wages lost in the performance of service to the department shall be paid and accounted for separately and directly by the McCloud Community Services District in accordance with state law. Points shall be forfeited in favor of receiving wage benefits.

3270.24 Volunteers performing cover duties for other agencies such as the California Department of Forestry (Cal-Fire) shall be compensated for their services at the hourly rate determined by the agency for which services were provided. All payments to volunteers will be made through District payroll.

Submission date:

Policy Sponsor: **McCloud Fire Recruitment and Retention Officer**

Approving Official(s): **McCloud Service District Board of Directors**

Proposal: **Policy 3270.13 Addendum**

Stakeholders: **All volunteer firefighters and EMS providers.**

Costs/Resource Requirements: **None to the department**

Compensation for Fire and Ambulance Personnel during the period of performance as applied by FEMA Safer Grant and future grants where applicable.

Background/Reason for Proposed Policy Addendum

The McCloud Fire Department (MCFD) was awarded the Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) Grant to recruit and retain volunteer personnel. Included in the grant is a line item to pay an incentive to personnel to respond to calls and to train to respond to calls. **The yearly amount is \$20,000.00 (Total of \$80,000.00 over the SAFER Grant period), which is reimbursed to the MCSD upon submitting paperwork assuring the amount has been paid to our personnel.**

This proposed policy addendum would create an additional incentive for McCloud Fire Department volunteer personnel to answer emergency calls for service to local Fire/EMS calls within the 911 system. The program would also increase the number of people receiving continuing training and advancing their skillsets, and certifications with the McCloud Fire Department. Both of these would be accomplished at no cost to the department or the MCSD.

The total points earned by volunteer members of the department over the quarter would be divided into the \$5,000.00 Quarterly amount to come up with what a point would be worth in the quarter. A maximum of 500 points will be in place during the quarter (This would make points worth the current \$10.00 per point).

Example: If all the volunteer members of the department earn a total of 400 points over the quarter those points would be worth \$12.50 per point.

$$\$5000.00 / 400 = \$12.50 \text{ per point}$$

3270 Current Policy

- a. MCSD Policy 3270 Compensation for Fire and Ambulance Personnel sets out a points system that is currently being utilized to compensate volunteers, members of the McCloud Fire Department, for wear and tear of clothing and equipment, use of private vehicles (per fire department bylaws), and other personal expenses incurred in rendering protection to lives and property in and surrounding the community of McCloud.
 - 1 Call for service equals 1 point which is worth \$10.00 by the policy.
 - 1 training or other event authorized by the Fire Chief is worth \$10.00 by the policy.

Proposed Policy 3270 Amendment

Policy 3270 would be amended to utilize the annual amount of \$20,000.00 from the FEMA SAFER Points Stipend is to award points for continuing development of skills and using said skills to the benefit of the community.

- Time Period for the addendum to policy 3270.
 - **This amendment will only be in effect during the period of performance dates as applicable in the (SAFER) Grant Period.**
- Proposed Policy Addendum Policy 3270.13 (Points)

During the FEMA SAFER Grant period the policy amendment would:

- Increase the ambulance driver/operator points from one (1) point to (2) two points for transporting patients to the hospital.
 - These types of calls last 2 hours on average from callout to completion.
- Increase points for licensed Emergency Medical Services (EMS) providers responding on Medic 17 from two (2) to four (4) points for providing care to patients being transported to the hospital.
 - These types of calls last 2 hours on average from callout to completion
 - At times there will be a need for multiple trained EMS providers to assist with patient care.
- Not change the points for fire and emergency personnel response to calls for service. Points for responding to these calls would remain unchanged at 1 point per callout.
 - These calls last 30 minutes or shorter on average, from callout to completion
 - These calls are quite often in support of the McCloud Fire Department Ambulance Crews.
- Not change the points for fire and EMS personnel training. Points for training and special work (approved by the Fire Chief) would remain unchanged at 1 point per training session.
- Allow for one (1) point to be given at the discretion of the Fire Chief for possible extended events.
 - Example: a long-term event possibly involving a motor vehicle collision requiring an extensive scene time for extrication or hazmat mitigation; long distance of travel, such as dead horse summit.

As stated in the background on page 1, the \$5,000.00 Quarterly SAFER Points Stipend would be divided by the total points earned which would become a sliding scale based on total current responses and training attendance.

Please see attached supporting documents for accounting samples of proposed amendment utilizing the FY 2021/22 1st Quarter points and their comparison of the current point system.

McCloud Fire Department 1st Quarter 2021/2022 Points 07 /01/2021 to 09/30/2021

Personnel	Calls	Medic 17 EMT Transports	Trainings / Events	Total Points	Total Pay
Borden, Jack (EMT 1)	11	1	2	14	\$140.00
Borden, Terry	3	0	2	5	\$50.00
Chandler, Kc	7	0	7	14	\$140.00
Dewitt, Joe	8	0	4	12	\$120.00
Fay, Dan P	28	0	10	38	\$380.00
French, Bruce	2	0	6	8	\$80.00
Girard, Nate (EMT 1)	5	0	7	12	\$120.00
Gray, Jessie	16	0	7	23	\$230.00
Marques, Steve	5	0	1	6	\$60.00
Masciola, Bob	17	0	6	23	\$230.00
McAbier, Amos	0	0	1	1	\$10.00
Masciola, Nathan	8	0	5	13	\$130.00
Memmer, Jettus	20	0	7	27	\$270.00
Miller, Cindy Ann (EMT-1)	22	5	8	35	\$350.00
Richardson, Stephen	2	0	1	3	\$30.00
Roseberry, Ulliana	2	0	2	4	\$40.00
Sager, Donna	2	0	0	2	\$20.00
Thomsen, Kirk S (EMT-P)	2	1	4	7	\$70.00
Vogus, Trenton (EMT 1)	7	0	8	15	\$150.00
Wolfe, David	0	0	0	0	\$0.00
Worthington, Michael (EMT-P)	5	0	4	9	\$90.00
TOTALS:	172	7	92	271	
			Total Pay	\$2,710.00	\$2,710.00

Utilizing Policy 3270 Proposed Changes

McCloud Fire Department FY 3rd Quarter 2021/2022 Points 01/01/2022 to 3/31/2022

Personnel	Calls	Fire Response	Medic 17 Transport	Points	Medic 17 EMT Transports	EMT Points	Total Response Points	Trainings / Events	Sum of all Points	Total Pay
Chandler, Kc	7	7	0	0	0	0	7	7	14	\$185.68
Dewitt, Joe	8	8	0	0	0	0	8	6	14	\$185.68
Fay, Dan P	24	12	12	24	0	0	36	7	43	\$570.29
French, Bruce	17	0	17	34	0	0	34	2	36	\$477.45
Girard, Nate (EMT 1)	1	1	0	0	0	0	1	8	9	\$119.36
Glenn, Alisa	3	3	0	0	0	0	3	10	13	\$172.41
Glynn, Jerry	1	1	0	0	0	0	1	0	1	\$13.26
Gray, Jessie	1	1	0	0	0	0	1	1	2	\$26.53
Marques, Steve	1	1	0	0	0	0	1	0	1	\$13.26
Masciola, Bob	3	0	3	6	0	0	6	1	7	\$92.84
McAbier, Amos	0	0	0	0	0	0	0	0	0	\$0.00
Masciola, Nathan	22	22	0	0	0	0	22	14	36	\$477.45
Memmer, Jettus	27	14	13	26	0	0	40	10	50	\$663.13
Miller, Cindy Ann (EMT-1)	11	0	11	22	6	24	46	6	52	\$689.66
Oliver, Scott	2	2	0	0	0	0	2	3	5	\$66.31
Quiring, Jaden	4	4	0	0	0	0	4	12	16	\$212.20
Richardson, Stephen	0	0	0	0	0	0	0	1	1	\$13.26
Roseberry, Ulliana	5	2	3	6	0	0	8	6	14	\$185.68
Sager, Donna	0	0	0	0	0	0	0	2	2	\$26.53
Thompson, Imani "Bea"	8	8	0	0	0	0	8	7	15	\$198.94
Thomsen, Kirk S (EMT-P)	3	0	2	4	1	4	8	3	11	\$145.89
Vogus, Trenton (EMT 1)	17	17	0	0	0	0	17	17	34	\$450.93
Worthington, Michael (EMT-P)	1	1	0	0	0	0	1	0	1	\$13.26
TOTALS:	166	104	61	122	7	28	254	123	377	
Total Point Value for this Quarter									\$13.26	\$5,000.00

- Keeping in mind the \$5,000.00 is “Use it or lose it” total points are divided into \$5,000.00
- For this Quarter each point would be worth \$13.26 as opposed to \$10.00 per point on the Non-FEMA SAFER Grant period point system.

**MCCLLOUD FIRE DEPARTMENT
AMBULANCE DRIVER POLICY PROPOSAL**

A. Objective:

To assign an approved Member/Officer to a fixed schedule to inspect, maintain, and drive the McCloud Fire Department Ambulance on emergency responses.

B. Definitions:

1. **Ambulance Driver** – an approved Member/Officer who has met the qualifications set forth by this guideline and has been approved by the Fire Chief.
2. **Ambulance Driver Roster** – an approved list of members who have been approved by the Fire Chief to participate in the program.
3. **Ambulance Driver Schedule** – a running schedule that may be modified as necessary to assure an approved member is scheduled. This schedule is dynamic and flexible.
4. **Duty Shift** –from 9 am to 9 am. (Can be changed with Fire Chief or Duty Chief approval)
5. **Emergency Responses** – all responses that occur during a Duty Shift.
6. **Stipend** – The Ambulance Driver will receive \$25 per Duty Shift (24 hours). Driver would also receive points for responses as per Policy 3270.

C. Qualifications:

1. Met all requirements set forth by the MCFD.
 - a) Possession of a valid CA Ambulance Drivers License

D. Fire Chief Responsibilities:

1. Develop and maintain a monthly Ambulance Driver schedule to assure an approved Member is available for each respective Ambulance Driver Shift.
2. Maintain accurate records.
3. Provide quarterly reports to the MCSD CFO for payment of stipend.

E. Ambulance Driver Responsibilities:

1. Conduct a check-out of the MCFD Ambulance(s) at the beginning of an assigned shift to ensure operational readiness, to include the following.
 - a) Vehicle and emergency lighting
 - b) Siren
 - c) Fuel
 - d) Medical supplies
 - e) Oxygen
 - f) Computer/IPAD
2. Communicate with any on-duty department personnel prior to leaving Station17 and assist with any needs that they may have throughout the Duty shift.
3. Will not consume alcohol and/or prescription drugs 4 hours before and during each shift that may impair his or her abilities.

**MCCLOUD FIRE DEPARTMENT
AMBULANCE DRIVER POLICY PROPOSAL**

F. Response Requirements:

1. Respond to all Medical incidents that an MCFD ambulance is dispatched to.
 - a) Primary Functions
 - Daily check and inventory of assigned ambulance(s)
 - Safe driving to emergency scenes and then to the hospital and back.
 - Assisting with patient care as needed.
 - b) Secondary Functions
 - Cleans, restocks and maintains MCFD ambulances after calls.
 - Reports to the Duty Chief.

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Ambulance Duty
POLICY NUMBER: 7050
ADOPTED: September 28, 2009
REVIEWED: March 13, 2014; September 12, 2019
REVISED: December 13, 2010

- 7050.10** There shall be a duty schedule compiled ~~annually~~ by the Fire Chief listing the weekly dates for ambulance duty. Ambulance duty will be served by qualified Emergency Medical Technicians (EMTs) either in pairs or with a driver scheduled. This shall ensure personnel to crew the ambulance at a minimum Basic Life Support (BLS) as much as possible. ~~level during nights and weekends. Ambulance duty is scheduled by the Fire Chief, at least annually, to ensure the availability of personnel to staff the ambulance at a Basic Life Support (BLS) level to cover nights and weekend hours.~~
- 7050.20** This policy does not prevent any other officers or members from responding to incidents; as this is a volunteer department, all members are expected to respond as they are available. The minimum staffing for an ambulance is one EMT and one driver certified by the state and MCSD Fire Department.
- 7050.30** Ambulance duty shifts are one 24-hour period ~~week. Weekday shifts begin at 1900 and end 0700 the following morning. Weekend shifts being at 1900 Friday and end 1900 Sunday. Shifts begin at 0800 and end at 0800 then following day.~~
- 7050.40** EMTs scheduled for duty may trade shifts with another EMT or make other arrangements to conduct personal business if the need arises. The ~~on-duty~~ on-duty officer shall be notified of the changes.
- 7050.50** Daytime duty shall be covered as EMTs are available to staff the ambulance.
- 7050.60** During the FEMA SAFER Grant Period a Stipend shall be paid to the Ambulance Driver as per the McCloud CSD Salary Schedule/MOU. (25.00 per Duty Shift)

MCSD 7050 Ambulance Duty

Page 1 of 1

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Fire Department ~~Officer Weekend Duty~~ Officer/Duty Chief
POLICY NUMBER: 7040
ADOPTED: ~~September 28, 2009~~
REVIEWED: November 5, 2010; December 9, 2010; September 12, 2019
REVISED: April 28, 2014, April 12, 2022

~~7040.10 There shall be a duty schedule compiled annually by the Fire Chief listing the weekend dates for officer duty. Officer duty will be served by the Fire Chief, Assistant Chief(s), both Captains and Lieutenants. This shall ensure the response of someone who will be in command to incidents the department is dispatched to. It is important that department officers are available to respond to calls and assume command whenever possible. To this end, the Fire Chief will develop, on at least an annual basis, a weekend duty roster for schedule department officers to serve as the Duty Officer/Duty Chief.~~

7040.20 This policy does not prevent any other officers or members from responding to incidents, as this is a volunteer department, all members are expected to respond as they are available.

7040.30 Duty schedules will be as follows:

~~7040.31 The Fire Duty Officer/ Duty Chief will be scheduled for a period of 24 hours. evening duty Sunday through Thursday from 1900 hours to 0700 hours.~~

~~7040.32 The Assistant Fire Chief, Fire Emergency Response Captains and Lieutenants will be scheduled for weekend duty commencing at 1900 hours Friday and ending at 1900 hours Sunday. Officers will be assigned on a rotating basis.~~

~~7040.33 Officers will respond, as available, to incidents from 0700 hours to 1900 hours Monday through Friday.~~

7040.40 Officers not able to respond to calls during their assigned shift are responsible for finding another officer to take their place by exchanging ~~weekend~~ assignments. The Fire Chief shall be notified of changes to the duty roster.

~~7040.50 All officers and members of the Department are expected to respond to incident calls as they are available.~~

7040.560 During the FEMA SAFER Grant period a sStipend shall be paid to the Duty Officer/Duty Chief as per the McCloud CSD Salary Schedule/MOU. (\$20.00 Per Duty Shift).