



MI-WUK SUGAR PINE FIRE PROTECTION DISTRICT

"Providing Quality Emergency Response And Fire Protection For The Public"

Inter-Office Memorandum

Date: October 11, 2016
Subject: Chief's Report
From: Larry Crabtree
To: Board Of Directors

Facilities:

1. I've expressed much appreciation to Joe DiFilippo for all the work that he has done around here this summer. You'll notice some, like the red light above the clock. This along with tones and lights in the quarters come on when the station is alerted for a response. He has also put the station exterior lights on a light sensor and taken them off of the timer, so no longer will someone need to continually change the timer to coincide with sunset and sunrise. Also appreciate the leadership and assistance of Tim Wallace for these and other projects.
2. The parking lot in front of the apparatus building is scheduled to be repaired and resurfaced in the next couple of weeks. We had three estimates from two contractors. We settled on the lowest estimate of \$15,000; the other two estimates were in excess of \$20,000. We will need the Board to authorize the payment pursuant to policy. It will be on the November Meeting Agenda.
3. JS West Propane installed a new regulator on the standby generator to fix the problem that occurred last winter with the regulator freezing.
4. Gate posts have been set in both the back lot access road and the Sugar Pine Cutoff access road. Work is continuing to get the project completed.
5. The AC for the front third of the building has been repaired. The problem was too much refrigerant in the system causing too much pressure, then the safety switches would trip and shut the system down.
6. Tim Wallace repaired the clothes dryer a about ½ the cost of having the repair done commercially.
7. Captain Klyn replaced all the exterior lights on the outside of the Apparatus Building, which were burned out.
8. PG&E contractor removed most of the dead trees from the back lot.
9. Mi Wuk Heights Mutual Water Company held its Annual Shareholders' Meeting in our Community Room.
10. Service Dog testing took place using our facilities, pretty much all of them.
11. The Emigrant Trail sign post has been installed along Sugar Pine Road.

Equipment:

1. E-775 (green FEPP engine) is in line to get painted red at Sierra Conservation Center
2. We currently have five engines that we try to keep in service. That has proven difficult and a little costly. This is something that we should include in our Strategic Plan process.
3. Utility 771 was damaged on the Soberanes Fire; not related to the fire so the cost is ours to bear. Cost was about \$4,000; insurance deductible was \$3,000; insurance picked up costs over that. They did not total it as its value is substantially higher. On an unrelated note, it is scheduled for two new tires because the left and right are too different in wear which will cause strain, wear, and eventual failure of the transmission, transfer case, and/or differential.
4. E-771 has had the "WAR WAGON" decal applied.

Personnel:

1. Captain Klyn has submitted his resignation effective October 31, 2016.
2. We have migrated to the 3-Platoon system that has been discussed since May of this year. Currently one Platoon is covered by Captain Collier; one is covered by the Temporary Appointment of Steven Delgado as an Engineer; and one is covered by Relief Engineer(s).
3. We are moving to appoint two permanent Engineers; Examination announcement has been released, Final Filing Date is October 21, 2016; Written and oral examinations will be conducted after that and an appointment list will be established; from that list candidates will be selected for a Chief's Interview and appointments will be made.
4. To facilitate this transition smoothly we need the Board to approve modifications to the Compensation Schedule.

Strategic Planning:

1. Community Meeting scheduled for 3 PM on Wednesday, November 9, 2016. Letters of invitation went out today to just over thirty individuals.
2. Board Of Directors' and staff meeting will be all day on Thursday, November 10, 2016. A Special Board Meeting will need to be called and a Notice and Agenda posted at least twenty-four hours before the meeting. This will be a public meeting; however, since no action will be taken by the Board at this meeting, public comments does not need to be permitted. Public comment WILL be permitted at a later meeting (at least one) where the Board reviews and discusses the Strategic Plan and BEFORE the Board adopts it.
3. Mr. Metcalf has been provided with several documents as he prepares for this meeting and learns more about the District and the County.

Cooperative Relationships with Neighboring Agencies:

1. Following Board direction, I have discussed common goals, needs, and solutions, with neighboring fire agencies. Most specifically and recently with Chief Todd McNeal of the Twain Harte Community Services District, Fire and Rescue Department. He is also the Fire Chief of the Strawberry Fire Protection District under a shared services agreement between those two districts.
2. There are several opportunities for the sharing of resources and services that will result in better overall service to the communities served by both districts. These opportunities include:
 - a. Coordinated and cooperative training.
 - b. Consistent terminology and practices.
 - c. Improved efficiencies in:
 - i. Grant applications.

- ii. Finance and budgets.
 - iii. Purchasing and warehousing.
 - iv. Fleet and facility maintenance.
 - v. Administration and management.
 - vi. Duty and incident chief officer coverage.
3. With Board approval and direction, we will continue to explore these opportunities. At this time, we need direct guidance from the Board to begin formalizing concepts and ideas into reality.
4. We recommend that the Board appoint a committee of two of its members for this purpose; and that the Board give clear direction to that committee:
 - a. Meet with both Fire Chiefs.
 - b. Meet with Directors from Twain Harte CSD and Strawberry FPD.
 - c. Explore common goals, needs, and solutions.
 - d. Review similar agreement from other agencies.
 - e. Identify the elements of a Shared Services Agreement which might include:
 - i. Administration
 - ii. Duty and incident chief officer coverage
 - iii. Shared personnel
 - iv. Shared facilities
 - v. Protection of the needs of local support groups such as the MWSP FPD Auxiliary
 - f. Formalize a proposal for a Shared Services Agreement between these two or three Districts, and present that proposal to the stakeholder Districts.

Miscellaneous:

1. There was no meeting in September of the Tuolumne County Fire Chiefs Association
2. On Thursday, September 9, 2016, I assisted the Sonora City Fire Department in its testing process for Captain.

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