



Long Valley Fire Protection District
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MINUTES OF REGULAR MEETING
May 8th, 2024

Date: Wednesday, May 8th, 2024
Time: 7:00 p.m.
Location: 3605 Crowley Lake Drive, Crowley Lake, CA 93546

Members Present: Dan Gordon, David Melchior, Lorinda Beatty, Ron Day

Members Absent: Kim Czeschin

Others Present: Fire Chief Scott McGuire, Division Chief Fred Stump, Captain Soibian Spring, Secretary Kathryn Durgin (via Google Meet), Gerry LeFrancios, Hap Hazard, Becky Davis

Others Absent: None

1. Call to order, roll call, Pledge of Allegiance, and announcements. The meeting was called to order at 7:05 pm. Commissioner Gordon led all in attendance to the Pledge of Allegiance. No announcements were made.
2. Opportunity for the public to address the Board on items of interest to the public that are not agendized and within the jurisdiction of the Board. Division Chief Fred Stump provided a brief update on how recovery is going for former Fire Chief Vince Maniaci.
3. Staff report on the progress of the Sunny Slopes Station 2 project. Commissioner Day opened the discussion with staff reports to be followed by public comment.

Report from Division Chief Fred Stump: Division Chief Fred Stump provided a brief update on the Sunny Slopes Station 2 project. He reported that the \$100,000 Preliminary Funding Agreement with Mono County will be on the Mono County Board of Supervisors agenda for their Board meeting next week. Fred reported that he did meet with both Mono County Administrative Officer Sandra Moberly and Mary Booher where he thanked them for their support on the Sunny Slopes Station 2 project.

Report from Long Valley Fire Volunteer Gerry LeFrancios: Gerry reported that Sierra Geotechnical provided a soils report for the Station 2 site to determine septic rates,

costing about \$4,500. He shared that TRIAD is still working on an updated site plan for the project. Gerry explained that the department needs to submit various items to the county regarding the site plan, including circulation, parking, and septic location. Once TRIAD completes the updated site plan, it will be submitted to the county to determine the level of environmental review required under the California Environmental Quality Act. Gerry reported that the department does not yet have a contract with TRIAD for the site plan update, but he hopes to secure it and a cost estimate this week. Lastly, he shared that Southern California Edison (SCE) is considering a possible relocation of power lines. After a two-week wait, Gerry received a right-of-way plan from Mono County and has submitted it to Tim Rafferty with SCE to proceed with the relocation.

Report from Fire Chief Scott McGuire: Chief McGuire reported on the project's timeline, noting that the delay in receiving a site plan from TRIAD is problematic. He explained that the project schedule depends on submitting the site plan to the county to identify potential issues. Due to this delay, the department cannot yet address any red flags or include them in the Request for Proposal (RFP). Chief stated that the project is currently about 90 days behind schedule. Although the department aimed to hold the public hearing in September, it will now be postponed to December or possibly January 2025.

Regarding the RFP, Chief McGuire found that he could draft one in-house instead of paying for it. Commissioner Beatty suggested having legal counsel review the draft. Chief McGuire plans to present the RFP draft to the Board at the next regular meeting.

Additionally, Chief McGuire reported that the Southern Inyo Fire District received significant government funding for apparatus and building stations. He noted that given the challenges faced by other fire districts in the area, there might be an opportunity to apply for county or federal funding from a regional standpoint. Commissioner Beatty mentioned that recent legislation now allows special districts to be considered for federal funding. Sunny Slopes resident Hap Hazard emphasized the importance of having shovel-ready projects, suggesting that regional cooperation on such projects could increase the chances of securing funding.

4. Approval of the Minutes of the April 10th, 2024 Regular Meeting. A MOTION WAS MADE BY COMMISSIONER BEATTY, SECONDED BY COMMISSIONER MELCHIOR, TO APPROVE THE MINUTES OF THE APRIL 10TH, 2024 REGULAR MEETING. Motion passed 4-0.
5. Chief's Report.
 - A. Volunteer Report. Chief McGuire provided an update, reporting five calls since the last regular meeting. He noted that the emergency call response has been great, with an average of 8.6 personnel responding per call. Recent volunteer trainings have focused on wildland fires, including Lookouts, Communications, Escape Routes, and Safety Zones (LCES), fire weather, hose lays, and an Aircraft Rescue and Fire Fighting (ARFF) awareness class at Mammoth Airport. Chief McGuire also mentioned that the Long Valley Firefighters Association did not participate in the Pelican Grill Fishing

Opener event this year. Instead, they raised funds by selling t-shirts throughout the community, which will be donated to former Fire Chief Vince Maniaci, who is recovering from a stroke.

- B. Report on Current Fire Department Activities, Assignments, and Schedule for potential Board direction. Chief McGuire provided an update on the fire department's activities. He announced that grants are now open, including the Volunteer Fire Capacity grant with CalFire. Chief McGuire is working on applying for this 50/50 grant, where the department initially covers 100% of the cost and is later reimbursed 50% by CalFire. He also reported attending the quarterly meeting with Inland Counties Emergency Medical Aid (ICEMA) where he discussed current challenges many fire districts are facing relating to purchasing medical equipment. Chief McGuire explained that ICEMA does not govern fire districts, which are considered public safety entities and thus not covered by ICEMA protocols. This lack of affiliation means there is no medical direction for public safety entities. As a result, providers often refuse to sell necessary medical equipment to fire departments without medical direction. He cited an example where the Mammoth Fire Department faced difficulties purchasing medical equipment due to this issue. Chief McGuire noted additional liability issues arising from ICEMA protocols when administering medical aid. ICEMA is currently investigating these challenges to find a solution. Discussion was made by the Board surrounding the ICEMA challenges.

Chief McGuire reported on receiving a request for inspections of properties in the Industrial Park, covering nine parcels, some built and some not. He also received a media request regarding an incident on Benton Crossing Road in July 2021, which he has appropriately followed up on. Additionally, CalFire will conduct defensible space inspections throughout Mono County, including the local community. Chief McGuire attended a meeting in Bishop with Inyo and Mono County Fire Chiefs, where they signed the Inyo-Mono County operating agreement. He informed the Board that CalFire is conducting community assessments as part of AB 2991, and will be focusing on areas in Crowley, Juniper Loop, and Sunny Slopes. Regarding training, he shared that Mono County is running an AED awareness program to inform residents about AED locations within the communities. An AED awareness session with Mono County medics is planned at the Crowley Lake Community Center. Chief McGuire will also offer free hands-only CPR classes at this event, taught by himself and qualified department personnel, aimed at raising awareness without providing certificates.

Chief McGuire reported that the department has received funds from the Mono County Fire Chief's Association. With these funds, the department purchased an additional AED and a training AED. He shared that, currently, all first-out apparatus are equipped with AEDs. Additionally, the department will receive another check from the Chief's Association as reimbursement for the new gas meters.

Chief reported that Mono County is encountering difficulties in hiring medics. He explained that as a proactive measure, Mono County Medics has initiated a plan

where if anyone is an EMT, they can be hired by Mono County. Upon meeting all prerequisites and being accepted into the hybrid program, Mono County will provide a \$5,000 loan with a two-year commitment to work for the county. Upon fulfilling program requirements and completing the full two-year commitment, the county will forgive the entire tuition payment. Chief McGuire also updated the Board on the Sierra Life Flight schedule and how the new schedule will benefit the department.

Chief provided an update on Bridgeport Fire's approach to the Mono County Board of Supervisors regarding government buildings within their district from which they do not receive property tax revenue. He shared that Mono County agreed to allocate additional funds to Bridgeport Fire due to this issue. Additionally, he noted that Mono County decided to conduct a county-wide assessment of all government buildings in each fire district where taxes are not collected and the fire district does not receive revenue.

Lastly, Chief McGuire informed the Board about a discussion at the EMS meeting with County Health regarding the aging population and handling Do Not Resuscitate (DNR) orders. He noted that primary care providers are responsible for having DNR conversations with patients, which is not happening to the necessary extent. Chief McGuire discussed proactive approaches to encourage healthcare providers to have these conversations. Hap Hazard offered public comment adding that several hospital committees have been addressing this issue for months. Hap emphasized the importance of patients ensuring their DNR orders are on file at the hospital, especially as hospitals transition to paperless record-keeping systems, to prevent orders from being lost.

C. Long-Range Planning Discussion.

(a) Personnel. Chief McGuire reported that two new volunteers are joining the department, bringing the total volunteer roster to 26. He mentioned that the department will be sending a crew to the Fourth of July event at Crowley Lake and that the Town of Mammoth Lakes is seeking additional support for the event if anyone is interested.

Fred Stump informed the Chief and Board that a department member needs to retrieve Long Valley Fire paperwork from legal counsel Tim Sanford's office promptly to avoid it being shredded. Chief McGuire mentioned that he is still searching for an attorney to serve Long Valley Fire. Commissioner Beatty suggested contacting Mono County Council, provided there is no conflict of interest. Hap Hazard recalled that Mono County Council's previous stance was to assist only if the department did not already have an attorney back in the 1990s. Hap advised caution if hiring a part-time attorney. Commissioner Beatty noted that she has not encountered issues with this and speculated that their policy may have changed since.

(b) Airport. Chief reported that there will be a triannual Mass Casualty Incident (MCI) event at Mammoth Airport on September 28th. He shared that the Mono-Inyo Healthcare Coalition is playing a significant role in putting on the event.

(c) Geothermal. No news.

(d) Station Maintenance. No news.

(e) Vehicle and Equipment Maintenance. Chief McGuire reported that 3225 has a significant oil leak. He shared that the department mechanic, Rigo Lemus Briviesca is currently working on fixing the issue.

(f) Board of Forestry Fire Safe Regulations Discussion and Possible Action. No news.

6. Board review/approval of payment warrants since the last meeting. A MOTION WAS MADE BY COMMISSIONER BEATTY, SECONDED BY COMMISSIONER MELCHIOR TO APPROVE PAYMENT WARRANTS SINCE LAST BOARD MEETING. Motion passed 4-0.
7. Discussion and action on Memorandum of Understanding (MOU) between the Airport and the Town of Mammoth Lakes. Chief McGuire presented a copy of the Memorandum of Understanding (MOU) between the Airport and the Town of Mammoth Lakes to the Board for their review. Commissioner Beatty raised a question regarding item #5 of the MOU, inquiring whether the department is currently qualified to conduct annual inspections for both public and private properties. Chief McGuire clarified that as the authority having jurisdiction, it is the department's responsibility to carry out these inspections. However, they have not been conducted for several years, which echoed Commissioner Beatty's concern regarding liability. The Chief and the Board discussed how to address this issue. Fred Stump briefly described how he directed inspections during his tenure as Fire Chief and how it was effective. Hap Hazard suggested reaching out to both the State Fire Marshal's office and the California Department of Transportation for guidance. Soibian Spring proposed including language in the MOU stating that if Long Valley Fire cannot perform the inspection, the airport will expect the district to designate private contractors to carry out the inspections. A MOTION WAS MADE BY COMMISSIONER GORDON, SECONDED BY COMMISSIONER MELCHIOR TO APPROVE THE MEMORANDUM OF UNDESTANING BETWEEN THE AIRPORT AND THE TOWN OF MAMMOTH LAKES INCLUDING THE REVISED LANGUAGE OF "DESIGNEE" FOR ITEM #5. Motion passed 4-0.
8. Discussion and action on refurbishment of the Memorial Garden. Chief McGuire reported that the trees and old flagpole have been removed and a new flagpole has been ordered. Chief McGuire shared that he has worked out an agreement with the Mammoth Airport that the department will exchange small flags for some of their larger flags. Chief McGuire shared that he does have a list of personnel going for those who may be included in the memorial however design for the memorial still needs to be decided on. Fred Stump stated that at a minimum, the department needs to fix the sprinklers, fill the large holes, and remove the large rocks. Chief McGuire suggested using the landscaper

that has been working on the Mountain Meadows area given their exceptional work. Commissioner Beatty commented that she has reached out to several volunteer firefighters but has not yet heard anything back on what they would like to include. Chief McGuire will follow up with them to arrange a meeting.

9. Finalization of Fiscal Year 2024-2025 Budget in anticipation of Public Hearing and Adoption at June regular meeting. Chief McGuire presented several changes he made to the budget since his last presentation to the Board. These changes encompassed Payroll Taxes, Employer EDD, Liability Insurance, Workers Compensation, Equipment-Maintenance-Radios, Food, Special District Expenses, Uniforms, Breathing Bottles, CSFA, Turnouts, and Hose. He reviewed past expenditures, including the past five-year averages, as well as projected expenditures. Chief McGuire explained that previously, all excess AB8 revenue and deposits throughout the year were directed to be reallocated into the operating budget. However, he suggested having an operating budget that is less than the AB8 projections to safeguard revenue. He proposed allocating excess funds toward the Capital Improvement Plan rather than reallocate every surplus dollar back into the operating budget. After discussion among the Board members, they agreed with the proposed changes to the fiscal year 2024-2025 budget. Chief also requested to apply for the Volunteer Fire Capacity Grant to replace radios in the department's first-out apparatus that are not California Radio Interoperable System (CRIS) radios. The Board approved the request to apply for these replacements. A MOTION WAS MADE BY COMMISSIONER BEATTY, SECONDED BY COMMISSIONER MELCHIOR TO APPROVE THE FISCAL YEAR 2024-2025 BUDGET AS PROPOSED IN THE AMOUNT OF \$434,865.00. Motion passed 4-0.

10. Board Secretary Report. Secretary Durgin provided a report on recent activities, mentioning that she and Chief McGuire created an expense guideline document. This document will be included in the monthly Expenditures file and will assist in allocating various vendors to different budget line-items each month. The aim is to improve organization and consistency in invoice allocation within the budget. Chief McGuire emphasized that this expense guideline will only be applied moving forward and will not involve retroactive changes to expenditures. He highlighted the importance of clear guidelines for allocating invoices, ensuring consistency between different users. Secretary Durgin also reported that the biannual workers' compensation report for the State Compensation Insurance Fund has been submitted after review by the Chief. Additionally, she followed up on an IRS tax payment that was not initially received, confirming with an IRS representative that the payment has since been sent and received. She will follow up after May 31st to ensure the tax payments are correctly applied to the appropriate quarter. Lastly, Secretary Durgin addressed an oversight in the April payroll where she accidentally included Commissioner Melchior in the payroll, although he should not have been, as he was attending the meeting as a member of the public. Following guidance from both the Chief and the county, Commissioner Melchior will not be included in the May payroll. Secretary Durgin will provide necessary documentation on the May payroll warrant to explain the oversight.

11. Review correspondence received since the last regular meeting. Secretary Durgin reported correspondence she received concerning the Mono County Local Agency Formation Commission (LAFCO) inviting nominations from the district to fill two positions: (1) Special District Member and (2) Alternate Special District Member on LAFCO.
12. Review and adjust current FY budget line items as necessary and accept. Chief McGuire noted that the budget will be about \$300 over on the Uniforms line-item.
13. New Business. Chief McGuire notified the Board that he will be unavailable and out of town from May 25th to June 1st. Chief McGuire requested that the Board perform employee reviews for Chief McGuire and Secretary Durgin as well as have reviews be done on a regular basis.
14. Call for Agenda items for the next regular meeting. Staff report on the progress of Sunny Slopes Station 2 project; Discussion and action on refurbishment of the Memorial Garden; Public Hearing and Adoption of Fiscal Year 2024-2025 Budget.
15. Adjournment. A motion was made by Commissioner Melchior, seconded by Commissioner Gordon, to adjourn the meeting and reconvene in regular session on June 12th, 2024, at 7:00 pm at the Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, California. Motion passed 4-0.

Katie Durgin
Secretary to the Board
Long Valley Fire Protection District