

Escalon Consolidated Fire Protection District

1749 Coley Avenue
Escalon, CA 95320
Phone 209-838-7500
Fax 209-838-3926



Board of Directors

Laura Catrina, Board Chairperson
Vacant, Vice Chairperson
Mikey Schilber, Secretary
Joe Camara, Director
Billy Mekelburg, Director

Rick Mello, Fire Chief

Post Date: October 10, 2022

Board of Directors Meeting
1749 Coley Avenue, Escalon, CA 95320
October 13, 2022, at 12 P.M.

REGULAR MEETING AGENDA

- I. CALL MEETING TO ORDER
- II. SWEAR IN NEW DIRECTOR, BILLY MEKELBURG
- III. ROLL CALL

Laura Catrina, Board Chairperson
Vacant, Vice Chairperson
Mickey Schilber, Secretary
Joe Camara, Director
Billy Mekelburg, Director

- IV. PUBLIC COMMENT

This time is provided to the public to address the Board of Directors on items not on the Agenda which are within jurisdiction of the Board and are offered for the good of the District. Public comments regarding items on the Agenda should be given at the time of the item. Public comments are limited to 5 minutes per person.

- V. MINUTES

Approval of the minutes from the Regular Board Meeting on September 8, 2022.

- VI. BILLS

Bills for the month of September in the amount of \$31,315.02.

- VII. COMMUNICATIONS

- VIII. FIRE CHIEF'S REPORT

IX. OLD BUSINESS

A. No Old business

X. NEW BUSINESS

A. Terry Pinheiro Resignation – Protocol to fill the seat in the next 60 days

Presented by: Director Catrina

Requested Action / Purpose:

Attachments:

B. Nomination / Election to Fill Vice Chair Vacancy

Presented by: Director Catrina

Requested Action / Purpose:

Attachments:

XI. ACCOUNCEMENTS OF FUTURE BOARD MEETINGS

Regular Board meetings are held the second Thursday of every month at 4:00 p.m. located at 1531 1st Street, Escalon, California. The next Regular Meeting of the Board of Directors is November 10, 2022.

XII. CLOSED SESSION

A. Litigation / Possible Litigation (54956.9 (d)(2) – One item

XIII. RECONVENE OPEN SESSION

XIV. ANNOUNCEMENTS FOLLOWING CLOSED SESSION

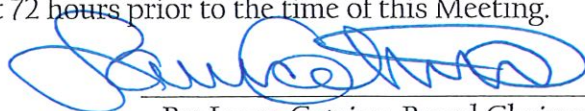
The Board President, Fire Chief or District Counsel will notify the public regarding any reportable action taken during closed session.

XV. ADJOURN

XVI. CERTIFICATION

I, Laura Catrina, Board Chairperson for the Escalon Consolidated Fire Protection District, do hereby certify that a copy of the foregoing Agenda was posted at the District Office, 1749 Coley Avenue, Escalon, California 95320 at least 72 hours prior to the time of this Meeting.

Date: October 10, 2022



By: Laura Catrina, Board Chairperson

AVAILABILITY OF PUBLIC RECORDS: All public records relating to open session items on this Agenda which are not exempt from disclosure pursuant to the California Public Records

COVID-19 Guidelines

Due to the ongoing COVID-19 pandemic, the following guidelines will be in effect during this meeting:

Please do not attend if you are sick or have a fever. Hand sanitizer and face coverings are available upon request.

Act, and which are distributed in connection with the open session items are available for public inspection at the District Office, 1749 Coley Avenue, Escalon, California 95320 at the same time that the public records are distributed or made available to the legislative body. If, however, the public records are not distributed until the Meeting at which the Agenda item is considered, then the public records will be made available to the public at the location of the Meeting as listed on the Agenda at the District Office, 1749 Coley Avenue, Escalon, California 95320. Persons who require a disability-related accommodations, including auxiliary aids or services, should contact the Fire Chief at least 24 hours prior to the meeting for which the accommodation is required. The Fire Chief, Rick Mello, can be contacted in person or by mail at the District Office, 1749 Coley Avenue, Escalon, California 95320 or by telephone at (209) 838-7500.

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**ESCALON CONSOLIDATED FIRE
PROTECTION DISTRICT
BOARD OF DIRECTOR'S MINUTES
SEPTEMBER 2022**

I. MEETING CALLED TO ORDER

The monthly Board of Directors meeting of the Escalon Consolidated Fire Protection District was called to order by Director Laura Catrina at 4:03 p.m. on September 8, 2022.

II. ROLL CALL

Directors present: Laura Catrina, Terry Pinheiro, Mickey Schilber, Joe Camara, and Billy Mekelburg.

Others present Fire Chief Rick Mello, Administrative Assistant Katy House, Battalion Chief Dan Morriss, Firefighter Engineer Dave Velasco, and Reserve Firefighter Louis Roach.

III. PUBLIC COMMENT

A. No public comment.

IV. MINUTES

Minutes for the meeting on August 18, 2022, were approved on a motion by Director Camara and a second by Director Schilber.
5-AYES 0-NAYES 0-ABSENT

V. BILLS

August bills in the amount of \$40,127.22 were approved to be paid on a motion by Director Schilber and a second by Director Mekelburg.
5-AYES 0-NAYES 0-ABSENT

VI. COMMUNICATIONS

A. No communications.

VII. FIRE CHIEF'S REPORT - SEPTEMBER 2022

A. Status of Fire Department

- a. 102 calls for the month and 758 for 2022.

B. Training Division and Reserve/Volunteer Program

a. July Drills

7-5-2022	Wildland Fire Training	(7 participants)
7-13-2022	SCBA Training (Profiling)	(7 participants)
7-21-2022	Technical Rope Rescue	(10 participants)

- b. The new recruits have started their orientation training.
c. We are looking at doing an in-house Driver/Operator 1A in the coming months.
d. We had two personnel resign their positions as Reserves in July.

e. August Drills

8-2-2022	National Night Out	(13 participants)
8-10-2022	Ground Ladder Training	(11 participants)
8-18-2022	Hose Pulls and Loads	(8 participants)

- f. The new recruits have completed their orientation training and have been cleared to ride shifts.
g. We are looking at doing an in-house Driver/Operator 1A in the coming months.
h. We had 1 personnel resign their position as Volunteer in August.
i. Fire Investigation 1C was completed in August which completes the level 1 investigation series. Escalon had 7 personnel complete the series.
j. Training Expenses for June (2022/2023 budget)
Investigation 1C \$1500.00 for Scotty Baker (Instructor)
Investigation 1C \$1400.00 for State Fire Training (Class Certifications)
k. Training Income for June (2022/2023 budget)
Fire Investigation 1C tuition \$295.00 Brett Jones
Fire Investigation 1C tuition \$295.00 Michael Lunn

C. Prevention

Two new businesses,
Smoke shop on Jackson and an antique business inside of heck of a deal on Jackson.
Two change of ownerships the salon at 1710 Main St. and the transmission shop on First St.
New plans were submitted for an apartment complex with businesses facing Jackson Street on the corner of Elizabeth. The plans did not have adequate fire access and were rejected by the fire department. The city was in agreement and will notify the applicant.
A new taco truck submitted an application for operation at the corner of Jackson and David adjacent to the mini mart. There was not adequate clearance for fire access that application was also rejected.

D. Apparatus and Equipment

- a. The mechanical siren on E 1-2 is at Stanley Finch in Stockton for repair.

E. Buildings and Grounds

- a. Nothing to report.

F. San Joaquin County Fire Chief's Association

- a. Meeting 9-7-22, general business.

G. San Joaquin County Radio Users Group

- a. Meeting 8-17-22, general business.

H. Miscellaneous

- a. Our annual 9-11 Community Moment of Silence and Prayer will be held on Friday, September 9, at 9:11 a.m.

VIII. OLD BUSINESS

A. No Old Business

IX. NEW BUSINESS

A. No New Business

X. ACCOUNCEMENTS OF FUTURE BOARD MEETINGS

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XI. CLOSED SESSION

A. No Closed Session.

XII. RECONVENE OPEN SESSION

XIII. ANNOUNCEMENTS FOLLOWING CLOSED SESSION

A. No reportable action taken during closed session.

XIV. ADJOURN

XV. CERTIFICATION

Date: October _____, 2022

By: Laura Catrina, Board Chairperson

AVAILABILITY OF PUBLIC RECORDS: All public records relating to open session items on this Agenda which are not exempt from disclosure pursuant to the California Public Records Act, and which are distributed in connection with the open session items are available for public inspection at the District Office, 1749 Coley Avenue, Escalon, California 95320 at the same time that the public records are distributed or made available to the legislative body. If, however, the public records are not distributed until the Meeting at which the Agenda item is considered, then the public records will be made available to the public at the location of the Meeting as listed on the Agenda at the District Office, 1749 Coley Avenue, Escalon, California 95320. Persons who require a disability-related accommodations, including auxiliary aids or services, should contact the Fire Chief at least 24 hours prior to the meeting for which the accommodation is required. The Fire Chief, Rick Mello, can be contacted in person or by mail at the District Office, 1749 Coley Avenue, Escalon, California 95320 or by telephone at (209) 838-7500.

9:50 AM Escalon Consolidated Fire Protection District
 10/10/22 Profit & Loss Detail
 Cash Basis September 2022

Type	Date	Name	Memo	Original Amou...	Paid Amo...	Balance
Ordinary Income/Expense						
Income						
Miscellaneous Income						
Sales ...	09/01/2022	Christensen, Kaden	HAT	12.00	12.00	12.00
Deposit	09/29/2022	Michaels	STATION PICTURE FRAME RETURN	54.48	54.48	66.48
Sales ...	09/30/2022	Parshall, Colt	HAT	12.00	12.00	78.48
Sales ...	09/30/2022	Rodriguez, Nathan	T-SHIRT	32.00	32.00	110.48
Total Miscellaneous Income				110.48		110.48
Property Tax						
Deposit	09/30/2022	County of San Joaquin	AUG 2022 BAL	1,174.46	1,174.46	1,174.46
Total Property Tax					1,174.46	1,174.46
Total Income					1,284.94	1,284.94
Expense						
Communications						
Bill	09/13/2022	Penguin Management, Inc.	ANNUAL 25 RECIPIENTS; 500 OUTBOUND PHONE CALLS; ST ...	1,140.00	1,140.00	1,140.00
Bill	09/13/2022	Joint Radio Users Group...	DISPATCH FEE W/O EMS; W/EMS; MEMBER FEE; MEDS EPCR ...	2,545.04	2,545.04	3,685.04
Bill	09/13/2022	GoTo Communications, ...	MONTHLY SERVICE	379.86	379.86	4,064.90
Bill	09/26/2022	AT&T	MONTHLY SERVICE	232.52	232.52	4,297.42
Bill	09/26/2022	Verizon Wireless	MONTHLY SERVICE	79.50	79.50	4,376.92
Total Communications				4,376.92		4,376.92
Firefighter Safety Gear						
Bill	09/13/2022	L.N. Curtis and Sons	TURNOUT JACKET & PANTS	2,940.48	2,940.48	2,940.48
Total Firefighter Safety Gear					2,940.48	2,940.48
Fuel						
Bill	09/13/2022	Valley Pacific Petroleum...	FUEL	765.97	765.97	765.97
Bill	09/26/2022	Valley Pacific Petroleum...	FUEL	715.52	715.52	1,481.49
Total Fuel					1,481.49	1,481.49
Health Insurance						
Bill	09/13/2022	CaliforniaChoice Benefit...	OCTOBER 2022	10,137.61	10,137.61	10,137.61

9:50 AM Escalon Consolidated Fire Protection District
10/10/22 Profit & Loss Detail
Cash Basis September 2022

Type	Date	Name	Memo	Original Amou...	Paid Amo...	Balance
Bill	09/26/2022	Premier Access	OCTOBER 2022	1,017.24	1,017.24	11,154.85
		Total Health Insurance			11,154.85	11,154.85
		Household				
Bill	09/13/2022	Life-Assist	1- NALOXONE 2 ML LUERJET SYRINGE	47.45	47.45	47.45
Bill	09/13/2022	Life-Assist	1-MERET OMNI MED KIT PRO ICC BLUE	115.92	115.92	163.37
Bill	09/13/2022	Life-Assist	2- TEST STRIPS; 3-CERVICAL SPLINT; 1-EPINEPHRINE AUTO I...	2,964.30	2,964.30	3,127.67
Bill	09/26/2022	Life-Assist	3 DEFIB PADS ADULT/CHILD	114.13	114.13	3,241.80
Bill	09/26/2022	Alhambra	MONTHLY SERVICE	102.40	102.40	3,344.20
Bill	09/26/2022	Strand Ace Hardware Inc.	2 - 3PK MLTI PURP SPONGE; CAST IRON SCRUB PAD	33.36	33.36	3,377.56
Check	09/26/2022	1-800-FLOWERS	KAILA SILVA GET WELL FLOWERS	73.24	73.24	3,450.80
Check	09/28/2022	OUTBACK	RENO CONFERENCE - DINNER	34.04	34.04	3,484.84
Check	09/28/2022	Michaels	STATION PICTURE FRAMES	54.48	54.48	3,539.32
Check	09/30/2022	Bj's Restaurants	RENO CONFERENCE - DINNER	26.32	26.32	3,565.64
		Total Household			3,565.64	3,565.64
		Maintenance				
Bill	09/13/2022	Diamondback Fire & Re...	AMKUS ANNUAL SERVICE	774.13	774.13	774.13
Bill	09/26/2022	Hi Tech EVS, Inc.	E 1-2 MASTER SWITCH	50.68	50.68	824.81
Bill	09/26/2022	Escalon Auto Parts	E 1-1 WINDOW	20.97	20.97	845.78
Bill	09/26/2022	O'Reilly Automotive, Inc.	WIPER FLD	8.60	8.60	854.38
Check	09/26/2022	Amazon	DUCT CLAMPS FOR VENT HOSES IN BAYS	8.07	8.07	862.45
		Total Maintenance			862.45	862.45
		Office Expenses				
Check	09/02/2022	United States Post Office	STAMPS	60.00	60.00	60.00
Bill	09/13/2022	Redi Mark	SECURITY ENVELOPES; DIRECTOR NAME PLATE	279.53	279.53	339.53
Bill	09/13/2022	STAPLES	2-AA BATTERIES; 1CS-11X17 PAPER; 2-KLEENEX; 2-LYSOL W...	250.81	250.81	590.34
Bill	09/13/2022	Ricoh USA, Inc. COPIES	B&W 346; COLOR 597	34.60	34.60	624.94
Bill	09/13/2022	Ricoh USA, Inc.	MONTHLY COPIER LEASE	202.67	202.67	827.61
Check	09/30/2022	Shift Calendars, Inc.	SHIFT CALENDARS	200.71	200.71	1,028.32
		Total Office Expenses			1,028.32	1,028.32
		Professional Services				
Bill	09/13/2022	Henderson Hatfield	GENERAL BUSINESS MATTERS	972.50	972.50	972.50

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10/10/22 Profit & Loss Detail
Cash Basis September 2022

Type	Date	Name	Memo	Original Amou...	Paid Amo...	Balance
Bill	09/13/2022	Auriga Technology, LLC	MONTHLY SERVICE	454.00	454.00	1,426.50
Total Professional Services						
Total 1,426.50						
Small Tools & Equipment						
Check	09/14/2022	Harbor Freight Tools	3 - SMALL ORGANIZER	22.77	22.77	22.77
Check	09/16/2022	Amazon	EMS SUPPLY - RED PULL TITE SECURITY SEAL	11.84	11.84	34.61
Check	09/23/2022	Amazon	E 1-1 STOCK PARTS 5PC IMPACT SCREWDRIVING BIT; 12V 60...	21.53	21.53	56.14
Check	09/28/2022	Amazon	TRANSPORTABLE SHARPS CONTAINER - 6 Count	10.72	10.72	66.86
Total Small Tools & Equipment						
Total 66.86						
Training & Transportation						
Bill	09/22/2022	Scotty Baker	FIRE INVESTIGATION CLASS 1C	1,500.00	1,500.00	1,500.00
Total Training & Transportation						
Total 1,500.00						
Utilities						
Bill	09/13/2022	PG&E 2	STATION 2	66.52	66.52	66.52
Bill	09/13/2022	Gilton Solid Waste	MONTHLY SERVICE	120.66	120.66	187.18
Bill	09/13/2022	City of Escalon	MONTHLY SERVICE	198.67	198.67	385.85
Bill	09/13/2022	Insect IQ, Inc	STATION 1	89.00	89.00	474.85
Bill	09/13/2022	Insect IQ, Inc	STATION 2	89.00	89.00	563.85
Bill	09/26/2022	PG&E 1	STATION 1	2,172.67	2,172.67	2,736.52
Bill	09/26/2022	DIRECTV	MONTHLY SERVICE	174.99	174.99	2,911.51
Total Utilities						
Total 2,911.51						
Total Expense 31,315.02						
Net Ordinary Income -30,030.08						
Other Income/Expense						
Other Income						
Interest Credit						
Deposit	09/29/2022		Interest	126.36	126.36	126.36
Total Interest Credit						
Total Other Income						
Total 126.36						

9:50 AM

10/10/22

Cash Basis

Escalon Consolidated Fire Protection District
Profit & Loss Detail
September 2022

Type	Date	Name	Memo	Original Amou...	Paid Amo...	Balance
Net Other Income					126.36	126.36
Net Income					-29,903.72	-29,903.72

Escalon Consolidated Fire Protection District
Profit & Loss Budget vs. Actual
July through September 2022

	Jul - Sep 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Special District COVID-19 Relie	0.00	621,171.50	-621,171.50	0.0%
Total Income	0.00	621,171.50	-621,171.50	0.0%
Expense				
Auditor Direct Assessment	0.00	0.00	0.00	0.0%
Cafeteria Plan Medical	0.00	7,200.00	-7,200.00	0.0%
Capital Expense	35,480.27	142,627.00	-107,146.73	24.9%
Communications	8,174.97	39,000.00	-30,825.03	21.0%
Contingencies	0.00	70,000.00	-70,000.00	0.0%
Employee Expenses	0.00	933,550.00	-933,550.00	0.0%
Fire Prevention	391.00	3,000.00	-2,609.00	13.0%
Firefighter Safety Gear	2,940.48	15,000.00	-12,059.52	19.6%
Fuel	5,218.78	15,000.00	-9,781.22	34.8%
Health Insurance	33,838.32	135,000.00	-101,161.68	25.1%
Household	10,272.88	26,000.00	-15,727.12	39.5%
Insurance Casualty	0.00	25,000.00	-25,000.00	0.0%
Maintenance	9,696.06	27,000.00	-17,303.94	35.9%
Maintenance Structure & Grounds	231.18	8,000.00	-7,768.82	2.9%
Medi-Care	0.00	9,790.00	-9,790.00	0.0%
Memberships	5,883.25	2,200.00	3,683.25	267.4%
Miscellaneous Expense	0.00	2,000.00	-2,000.00	0.0%
New Equipment	2,005.73	7,500.00	-5,494.27	26.7%
Office Expenses	2,187.02	10,000.00	-7,812.98	21.9%
Overtime	0.00	61,000.00	-61,000.00	0.0%
Professional Services	14,711.95	25,000.00	-10,288.05	58.8%
Publications and Legal Notices	0.00	500.00	-500.00	0.0%
Retirement	24,496.02	64,500.00	-40,003.98	38.0%
Salaries	241,109.05	614,000.00	-372,890.95	39.3%
Small Tools & Equipment	262.19	7,000.00	-6,737.81	3.7%
Social Security (FICA)	0.00	41,850.00	-41,850.00	0.0%
Special Accounting Reports	2,235.27	2,000.00	235.27	111.8%
Special Departmental Expenses	0.00	6,000.00	-6,000.00	0.0%
Structure Improvements	385.36	5,000.00	-4,614.64	7.7%
Tax Administration Charges	0.00	18,500.00	-18,500.00	0.0%
Taxes & Assessments	0.00	1,000.00	-1,000.00	0.0%
Training & Transportation	4,181.54	12,000.00	-7,818.46	34.8%
Unemployment Comp EDD	0.00	10,000.00	-10,000.00	0.0%
Utilities	8,048.30	16,000.00	-7,951.70	50.3%
Workers Compensation Insurance	17,714.00	68,000.00	-50,286.00	26.1%
Total Expense	429,463.62	2,430,217.00	-2,000,753.38	17.7%
Net Ordinary Income	-429,463.62	-1,809,045.50	1,379,581.88	23.7%
Net Income	-429,463.62	-1,809,045.50	1,379,581.88	23.7%

Chief's Report

October 2022

Emergency Responses

- Medical Aid 56
- Public Service Assist 6
- Vehicle Accidents 9
- Vegetation Fires 4
- Structure Fires 1
- Vehicle Fires 1
- Other Incidents 22

○ Total For Month: 99

○ Total for 2022: 857

Total Sep 21: 87

Total for 2021: 858

C-Shift Monthly Report
Training Division and Reserve/Volunteer Program

September Drills

9-6-2022	EMT Skills Review	(12 participants)
9-14-2022	Structure Fire Attack Lines	(7 participants)
9-22-2022	EMS Advanced Skills Review	(7 participants)

Our two recruits were hired fulltime at other departments and resigned their positions.

We are looking at doing an in-house Driver/Operator 1A in the coming months.

Prevention

Fire prevention report. We have approved plans for Almond Grove to add five additional units. They will be located where the current RV storage area is on the south east corner. We have a tentative approval on a new apartment complex at the corner of Jackson and Elizabeth. We have approved a sign variance for the new market on the corner of Jackson and Elizabeth.

This week we are making presentations to the elementary schools for fire safety.

We have approved transfer of ownership to a business in the 1700 block of Main Street.

We were approached by the county regarding the fuel storage of an above ground tank located on Arthur Road. The containment wall has been increased in height to secure any leaking fuel in the event of emergency. We are in approval of the new containment wall.

Apparatus and Equipment

- E 1-1 went to Burn's for a check engine light.
- Annual SCBA flow tests were completed by L.N. Curtis and Sons.
- Annual Hurst extrication tools were serviced by L.N. Curtis and Sons.
- E 1-2 battery master switch, front bumper and Federal Q siren were repaired in-house.
- E 1-1 went to McCoy for two front tires.

Buildings and Grounds

- Nothing to report.

San Joaquin County Fire Chief's Association

- Meeting 10-5-22, general business.

San Joaquin County Radio Users Group

- Meeting 9-21-22, meeting canceled.

Miscellaneous

- Our annual 9-11 Community Moment of Silence and Prayer was held on Friday, September 9, at 9:11 a.m. Thirty-four people attended, including Escalon Fire and Escalon P.D. personnel. Assemblyman Heath Flora, District 3 Supervisor Tom Patti, and District 5 Supervisor Robert Rickman were in attendance and offered comments.
- Chief Mello attended Fire Shows West Conference and Expo in Reno September 27 – 29.
- The Assistance to Firefighters Grant (AFG) hosted by Linden-Peters Fire District has been awarded. We are part of the grant with a total of nine agencies. We will receive eighteen (18) portable radios with an equipment cost of \$ 175,159.08 and \$ 13,574.83 in taxes. Our cost share will be \$ 17,157.63.
- We are still in the running for our own SCBA grant via the AFG as well. The award deadline was extended until the end of October, with over \$ 90 million in funds remaining.
- We expect to receive the ten mobile radios via the Homeland Security Grant from San Joaquin County as well. This grant comes with zero cost share.

Escalon Consolidated Fire
Protection District

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Escalon, CA 95320
Phone 209-838-7500
Fax 209-838-3926



Board of Directors

Laura Catrina, Board Chairperson
Vacant, Vice Chairperson
Mikey Schilber, Secretary
Joe Camara, Director
Billy Mekelburg, Director

Rick Mello, Fire Chief

October 13, 2022

Notice of Resignation

The Board of Directors received Terry Pinheiro's Resignation Letter September 30, 2022. The Board of Directors will consider the appointment of a new Director to fill the vacancy of Terry Pinheiro's remaining term of two years.

For the Board of Directors,

Laura Catrina
Board Chairperson