***County Service Area 3 Advisory Committee***

 ***Meeting Minutes***

*January 18, 2023*

*Mt. Shasta Fire Protection District Station 1*

**Attendees:** Bryan Schenone, Siskiyou County OES; Angelo Banos, Mt. Shasta Ambulance; Johnathan Duncan, Mt. Shasta Fire; Dan Padilla, Dunsmuir Fire; Adam Heilman; Siskiyou County OES; Owen Cabo Dal Molin, Siskiyou County OES; Henry Schnedler, Siskiyou County Public Health; Tom Haistings, Community Member at Large; Brian Witherell, Mt. Shasta Ambulance; Barbara Clark, Mercy Mt. Shasta; CJ Aldrich, Mercy Mt. Shasta; Darryl Laws, CalFire Siskiyou Unit; Greg Roath, CalFire Siskiyou Unit; Kent Cunningham, CalFire Siskiyou Unit; Chris Pappas, Lake Shastina Fire Department.

**I. Meeting called to order at 1502 followed by introductions.**

**II. Roll Call**

**III. Changes/Approval of Agenda.**

No additions or changes requested

**IV. Minute Approval for regular meeting from 10/19/2022.** Motion made by Haistings to approve minutes as presented. Motion Seconded by Clark. All in favor, motion carried.

**V. Public Comment:** No public comment.

**VI. Administrative Items / Committee Comments and Old Business**

**Committee Comments:**

1. County Administrator – Nothing passed on from CAO to mention to committee
2. Public Health – Henry Schnedler introduced himself as project coordinator for Public Health. He oversees the Emergency Preparedness program and its coordinator Jeanna Frost. She is currently still covering her old position as well as the Emergency Preparedness duties and was unable to attend today’s meeting. She will be attending future CSA3 meetings.
3. Director of Emergency Services – Introduced Owen Cabo Dal Molin who has recently started in the newly created Disaster Services Coordinator position within Siskiyou OES. Recovery process from this past years fires as well as previous years fires is on going. A state of Emergency was declared for Siskiyou County for the Atmospheric River storms over the past couple of weeks. While initial damage in the County was believed to be minimal, issues continue to be discovered to the level that declaring was deemed necessary to ensure the ability to participate in the Statewide recovery efforts. If there are issues that you are aware of within your jurrisdictions please reach out to us so that we can document and include them in the process.
4. CalFire Siskiyou – Darryl Laws reports that he was selected to succeed Phil Anzo as Unit Chief for Siskiyou. He also introduced Greg Roath who has filled Laws previous post as the Operations Chief, as well as Kent Cunningham who has promoted from Battalion Chief in the Weed/Butte Valley area to Administrative Chief. David (Scott) Irvine is now the Battalion Chief for Weed/Butte Valley and the relief Battalion Chief position will be filled in the near future.

CalFire is staffing Hornbook and Weed Stations with minimum of 2-0 staffing per Amador agreement with Siskiyou County, Yreka is also being staffed, and McCloud will be staffed if sufficient state personnel are available which has been the case thus far.

1. City of Mt. Shasta – J. Duncan advised nothing new to report.
2. City of Dunsmuir – Padilla reports no major issues from the recent atmospheric river. Even with flow over the spillway of Lake Siskiyou, the Sacramento River has not approached flood stage thus far.
3. Lake Shastina – Nothing to Report
4. Mt. Shasta FPD – Nothing to Report
5. CSA Community Member at Large – Nothing to Report
6. Mercy – Barbara Clark reports this is the last week in her current position overseeing the ER. Jeremy Dyer will be replacing her within that role. CJ Aldrich has been appointed to fill the role previously performed by Billy Gansel who has retired. Mercy has officially passed review and will retain the level 3 trauma designation for the Emergency Department.

**VII. Budget:** Heilman advised that he reviewed financials with County CFO who verified that the estimated fund balance for CSA3 of $259,000 was accurate.

**VIII. Old Business:**

1. **CSA 3 Snowmobile Status** – Will be auctioned in the next week or two. Proceeds of sale will be deposted back to CSA3. The toboggin associated with the snowmobile was requested by the National Ski Patrol for use at Mt. Shasta Ski Park. Schenone granted request and toboggin is now in possession of National Ski Patrol.
2. **Medcom 7 Repeater** –Banos brought up that the Med 7 repeater is not currently operational. Heilman stated that based on his viewing of the unit in the Bradley radio vault he estimates that the repeater itself is likely in excess of 30 years old. Replacement of this unit likely will need to be considered in the near future. Heilman also asked the availability of utilizing Med 1 in place of Med 7 until the communications shop staff can access the site. Witherell advised his staff and Mercy Mt. Shasta have been advised to use Med 1 for now. Coverage on Med 1 will not be as far reaching as Med 7 but it should be a decent stop gap for now.

**IX. New Business:**

1. **Discussion and possible action on funding 3 sets of Holmatro battery powered extrication tools for Lake Shastina FD, McCloud FD, and Mt. Shasta Fire Protection District. These will match the 4 sets being funded with the Office of Traffic Safety Regional Grant hosted by the Dunsmuir Fire Department. Total cost for the 3 sets is $112,498.91.** Padilla discussed that the original amount of the Office of Traffic Safety would fund 7 sets of tools. OTS only provided enough funding for the purchase of 4 sets leaving 3 agencies out from receiving tools. Haistings raised concerns about depleting the fund balance too far. Would like to discuss what the advisory board as a group feels is a reasonable and comfortable amount to keep in fund balance. Heilman stated that the remaining amount in the budget under contributions to others, combined with available funds in fund balance is over $260,000 so this expenditure would still leave $145,000 in reserve. Motion made by J. Duncan to proceed with the purchase of the 3 sets of rescue tools for $112,498.91, seconded by Clark. All in favor, Motion Carried
2. **Discussion and possible action on funding 5 pagers and one HT Radio for each of the following departments. Lake Shastina, Weed, Mt. Shasta, and Dunsmuir.** Heilman estimates cost for pagers at around $500 each and the portables cost approximately $2000 per radio. Motion made by Haistings seconded by Laws to purchase requested pagers and radios for an amount not to exceed $20,000. All in favor, Motion Carried.

**X. Round Table:**

**XII. Adjournment:** Motion by Padilla to adjourn, seconded by J. Duncan. All in favor meeting adjourned at 1614hrs.

Transcribed by Adam Heilman