



**MARCH 11, 2021 MINUTES
WHEATLAND FIRE AUTHORITY
BOARD OF DIRECTORS –REGULAR MEETING**

This was a regular meeting of the appointed Board of Directors for the Wheatland Fire Authority (WFA), a joint powers authority of the Plumas-Brophy Fire Protection District and City of Wheatland.

1.0 & 2.0 Call to order, roll call and Pledge of Allegiance to the flag at 6:00 p.m.

Director's present: Jay Pendergraph, Robert Coe, Martin Heatlie. Bart Johnson. ABSENT - John Eachus.

Also present – Fire Chief Art Paquette, Bookkeeper Kathy Herbert, and Secretary Lisa Thomason

3.0 Public Comment - None

4.0 Fire Chief A. Paquette presented with badge pinning for full time Engineer.

5.0 Vice Chair R. Coe made the motion, Board Member B. Johnson Seconded the motion to **approve the minutes from the November 12, 2020 and February 11, 2021 meetings.** Vote called – AYES: All. Motion carried.

6.0 Fire Chief A. Paquette presented the staff report for Wheatland Fire Authority Fire Watch Services Policy. The purpose of the Policy is to establish a fire watch procedure in the event that automatic fire protection and/or detection services are inoperable or in the event of an excessive number of accidental activations.

Vice Chair R. Coe made the motion, Seconded by Board Member B. Johnson Seconded the motion to **approve WFA Fire Watch Services Policy with the addition to policy that property owner is responsible for fire watch.** Vote called – AYES: All. Motion carried.

7.0 Fire Chief A. Paquette presented the staff report for Wheatland Fire Authority Traffic Collisions Policy. Policy. The purpose of the Policy is to provide guidelines for reporting and investigation of traffic collisions involving authority vehicles and authority personnel on official business. The policy applies to collisions and involving any authority-owned vehicle and to collisions any time authority business is being conducted, regardless or who owns the vehicle involved.

Board Member M. Heatlie suggested removal of Section 327.4.1 (a) 3 Collision Levels. Vice Chair R. Coe stated the section should stay as is.

Board Member M. Heatlie on commented Section 327.5 Collision Reports. Change the word 'report(s)' to form and name the form.

Heatlie commented on Section 327.5 (f) 'Fire Chief should recommend that the matter be submitted for the initiation of possible administrative action', add 'or other remedial measures.'

Board Chair J. Pendergraph commented to add ‘Fire Captain to investigate or outside investigative authority.’

Fire Chief was directed to make suggested changes to the policy and bring back to the Board for approval.

8.0 Reports –

Fire Chief Paquette reported on completion of class for [REDACTED] specialist, AFD Grant for exhaust system, Bill Shaw grant submitted, radio grant submitted and Cal Fire prevention grant opening.

9.0 CLOSED SESSION – no reportable action.

There being no further business, the meeting was adjourned at 6:30 p.m.

Minutes approved and adopted of the 8th day of April, 2021.

Prepared by Lisa J. Thomason
March 12, 2021