

AGENDA  
SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Weds. August 11, 2021

Closed Session recommended at 6:30 - 7:00 p.m:

PUBLIC EMPLOYEE APPOINTMENT – FIRE CHIEF. Pursuant to Govt. Code 54957.  
*The Board will consider a proposed contract of employment of a successor Fire Chief.*

1. 7:00 p.m. Regular Session (Station 17, Portable Conference/Training Room)
2. Flag Salute
3. Public Comment

4. Closed Session

At any time during the regular session, the legislative body may adjourn to closed session to confer with real property negotiators, labor negotiators, or legal counsel regarding existing or anticipated litigation. The legislative body may also adjourn to closed session to consider: liability claims, threats to public services or facilities, public employee appointment, public employment, public employment performance evaluation, or public employee discipline/dismissal/release.

5. Consent Agenda (Single Motion Needed)

All matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the Board of Directors, audience, or staff requests a specific item to be removed from the Consent Agenda for separate action. Any item removed will be considered after the motion to approve the Consent Agenda.

- A. Approval of the Agenda
- B. Approval of the Minutes
- C. Authorization of Deposits:

Ambulance	\$ 106,585.20
Consolidated Mitigation Fees	23,907.96
Plans/Inspections	22,747.20
Cell Tower Leases	8,182.35
Donation, L. Schellpfeffer	500.00
Workers Comp. Reimbursements	5,425.24
ESIS Accident Reimbursement	3,938.94
Report Fees	<u>150.00</u>
TOTAL	<u>\$ 171,436.89</u>

- D. Approval of the July 2021 Expenditures: \$ 1,501,569.32

- E. Personnel Items
- |                            |   |
|----------------------------|---|
| <u>Separations:</u>        | None  |
| <u>Promotions:</u>         | None  |
| <u>Reassignments:</u>      | None  |
| <u>New Hires:</u>          | Engineer Edgar Olineka<br>Engineer Lance McKinley<br>Engineer Kenneth Kolster<br>Apprentice Firefighter Mitchell Klimek |
| <u>Interns/Volunteers:</u> | None  |

6. Special Presentation - None

7. Old Business:

- A. Station 18 New Truck Room Update: Staff recommends discussion on the progress made on the project. PG#23
- B. Fire Chief Recruitment Update: Staff recommends discussion and update the Board of Directors on the progress of recruitment for the Fire Chief position. PG#24
- C. Employee Retention: Staff recommends discussion on current issues facing the District involving employee retention. PG#25
- D. Wesleyan Church Property at 4700 East Roseville Parkway: Staff recommends discussion and possible action to either pursue purchase of property or recommend not to purchase. PG#26
- E. FY 2021/22 Preliminary Budget Review: Staff recommends continued review of the preliminary FY 2021/22 Budget. PG#27

8. New Business:

- A. None

9. Information and Discussion:

- A. Covid-19 Update: Chief recommends updating the Board on the status of the current pandemic and the District's response and preparations. PG#37

10. Correspondence PG#76

11. Chief's Report

12. Functions

13. Board/Staff Comments

14. Future Agenda Items

15. Adjournment



Fire Chief Recruitment Update: Staff recommends discussion and update for the Board of Directors on the progress of recruitment for the Fire Chief position. Chief Fowler explained that this has been a long process since March and an offer has been made by the Consultant and the Board at this time. The candidate is moving forward with pre-employment exams of medical and psychological testing before an announcement can be made. Chief Fowler continued that he expects an announcement at the August Board meeting with a target start date possibly of August 16<sup>th</sup>.

Employee Retention: Staff recommends discussion on current issues facing the District involving employee retention. Chief Fowler began that the District recently hired three Engineer positions, one Apprentice Firefighter, and there are three Paramedic Firefighter positions that have completed the testing process with conditional offers given to all three. The Fire Chief position offer has been made by the board and Battalion Chief written testing was just completed with successful candidates moving forward to an assessment center in the future. He continued that a hiring/recruitment list is in place for the new oncoming Fire Chief. Deputy Chief Recruitment will begin the process once the new Fire Chief is on with the District. It was noted that the retirement wave the District has been in is almost complete

Wesleyan Church Property at 4700 East Roseville Parkway: Staff recommends discussion and possible action to either pursue purchase of property or recommend not to purchase. Chief Fowler explained that the Board has continued to meet and discuss the possibilities for the new facility. Placer County Treasurer has agreed to meet with Chief Fowler to discuss the options to finance the project. He continued that a closed session may be needed to further discuss options and costs of the property at the August meeting.

Fiscal Year 2021/22 Preliminary Budget Adoption: Staff recommends adoption of the preliminary Fiscal Year 2021/22 Budget. The Chief presented the preliminary budget adding that few changes have been made since last month's meeting. The contracted increase to salaries of 3% for 2022 is included as well as the increase in medical contributions to the employees. The first payment of the Type 1 engines purchase and the entire station 18 project are currently in this budget. He continued that workers compensation, audit costs, and the general liability insurance all had substantial increases. This budget estimated property tax revenues with a 5% increase putting the salaries and wages at 88% of general revenues.

Director Gibson made a motion to approve the Fiscal Year 2021/22 Preliminary Budget as presented in the board packet. The motion received a second from Director Johnson.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Gibson      Noes: None      Abstain: None      Absent: Bajtos, and Ryland      Carried

NEW BUSINESS

None

INFORMATION AND DISCUSSION

Covid-19 Update: Chief recommends updating the Board on the status of the current pandemic and the District's response and preparations. Chief Fowler noted that there has been a release on restrictions as the Board moves back to in person meetings. The OSHA workplace requirements now direct for no social distancing and asking unvaccinated to wear a mask. The District is still following the guidelines in the current plan and continuing to monitor the situation.

Correspondence: A monthly PARS statement for the month of May and correspondence from FASIS regarding the 2021/22 billing package. Photos of South Shadow Oaks Lane of the new EVA were distributed.

Chief's Report:

- Station 18 cost estimates for cinder block wall and demolition of the old training house in progress
- Eagle Scout project at Station 18 is complete – a dedication ceremony was held on Sat. 6/19
- Three new Engineers hired with a start date of July 19
- Paramedic Firefighter testing completed with conditional job offers extended to three candidates
- Battalion Chief written exam completed July 9<sup>th</sup>
- Apprentice Firefighter position hired to round out all the Apprentice positions
- July 4<sup>th</sup> call volume was 31 calls for service in the 24 hour period. 12 calls were fireworks related
- PERS performance up to 21.3%
- Finance Committee Meeting scheduled for July 29 with Directors Ryland and Mullin
- Chief Fowler on vacation the week of July 19<sup>th</sup>
- Rest in peace to Paramedic Firefighter David Volk who passed away July 13, 2018 –three years ago
- Apprentice Mechanic doing well- Trent Jennings
- SCI moving forward with a kick off meeting to discuss a feasibility study for Division 2

Functions: none

Board/Staff Comments: Division Chief Ingolia reported statistics and an update to the Board on the new development within the District.

Future Agenda Items: none

There being no further business to come before the Board, the meeting adjourned at 8:10 p.m. The next regular meeting will be held on Wednesday, August 11, 2021.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy Medeiros". The signature is written in a cursive, flowing style.

Recording Secretary, Kathy Medeiros

Ranges: From: To: From: To:  
Checkbook ID First Last Number First Last  
Description First Last Date 7/8/2021 8/4/2021  
User-Defined 1 First Last Type Check Check

Sorted By: Date  
Include Trx: Reconciled, Unreconciled

\* Voided transaction ^ Cleared amount is different than posted amount

Checkbook ID		Description		User-Defined 1		Current Balance	
Number	Date	Type	Paid To/Rcvd From	Reconciled	Origin	Payment	Deposit
PLACER COUNTY		County Of Placer		\$2,682,228.40			
24069	8/4/2021	CHK	AFLAC	No	PMCHK00000945	\$771.32	
24070	8/4/2021	CHK	AFLAC	No	PMCHK00000945	\$1,156.98	
24071	8/4/2021	CHK	California Assn of Prefessio	No	PMCHK00000945	\$1,121.00	
24072	8/4/2021	CHK	California Assn of Prefessio	No	PMCHK00000945	\$59.00	
24073	8/4/2021	CHK	NGLIC C/O Superior Vision Se	No	PMCHK00000945	\$906.06	
24074	8/4/2021	CHK	P.E.R.S	No	PMCHK00000945	\$96,630.88	
24075	8/4/2021	CHK	P.E.R.S	No	PMCHK00000945	\$3,520.40	
24076	8/4/2021	CHK	P.E.R.S	No	PMCHK00000945	\$99,576.93	
24077	8/4/2021	CHK	P.E.R.S	No	PMCHK00000945	\$824,547.00	
24078	8/4/2021	CHK	PRINCIPAL MUTUAL	No	PMCHK00000945	\$6,889.04	
24079	8/4/2021	CHK	Sacramento Area Fire Fighter	No	PMCHK00000945	\$1,878.49	
24080	8/4/2021	CHK	Sacramento Area Fire Fighter	No	PMCHK00000945	\$1,878.49	
24081	8/4/2021	CHK	Sacramento Area Fire Fighter	No	PMCHK00000945	\$1,878.49	
24082	8/4/2021	CHK	SPFAOA	No	PMCHK00000945	\$100.00	
24083	8/4/2021	CHK	SPFAOA	No	PMCHK00000945	\$100.00	
24084	8/4/2021	CHK	SPFAOA	No	PMCHK00000945	\$100.00	
24085	8/4/2021	CHK	TASC/ Total Admin Service	No	PMCHK00000945	\$5,058.21	
24086	8/4/2021	CHK	TASC/ Total Admin Service	No	PMCHK00000945	\$219.52	
24087	8/4/2021	CHK	TASC/ Total Admin Service	No	PMCHK00000945	\$4,740.92	
24088	8/4/2021	CHK	TASC/ Total Admin Service	No	PMCHK00000945	\$219.52	
24089	8/4/2021	CHK	TASC/ Total Admin Service	No	PMCHK00000945	\$4,740.92	
24090	8/4/2021	CHK	Voya Financial Trust Co.	No	PMCHK00000945	\$15,959.29	
24091	8/4/2021	CHK	Voya Financial Trust Co.	No	PMCHK00000945	\$15,039.22	
24092	8/4/2021	CHK	Voya Financial Trust Co.	No	PMCHK00000945	\$15,038.59	
24 Transaction(s)						\$1,102,130.27	\$0.00

WELLS FARGO OP		Wells Fargo Operating Account		(\$230,717.60)			
26572	7/14/2021	CHK	911 Safety Equipment LLC	No	PMCHK00000941	\$950.00	
26573	7/14/2021	CHK	ACCOUNTING & ASSOC SOFTWARE	No	PMCHK00000941	\$41.25	
26574	7/14/2021	CHK	ACE HARDWARE	No	PMCHK00000941	\$42.89	
26575	7/14/2021	CHK	AUBURN TIRE SERVICE	No	PMCHK00000941	\$2,305.94	
26576	7/14/2021	CHK	Athens Administrators	No	PMCHK00000941	\$3,681.41	
26577	7/14/2021	CHK	Analgesic Services Inc	No	PMCHK00000941	\$206.00	
26578	7/14/2021	CHK	BART INDUSTRIES	No	PMCHK00000941	\$248.42	
26579	7/14/2021	CHK	CAPITAL CLUTCH & BRAKE	No	PMCHK00000941	\$679.92	
26580	7/14/2021	CHK	DAWSON OIL	No	PMCHK00000941	\$709.05	
26581	7/14/2021	CHK	GRAINGER, W.W.	No	PMCHK00000941	\$42.64	
26582	7/14/2021	CHK	Gold Country Water	No	PMCHK00000941	\$381.46	
26583	7/14/2021	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00000941	\$480.75	
26584	7/14/2021	CHK	LIFE ASSIST	No	PMCHK00000941	\$5,550.74	
26585	7/14/2021	CHK	Mission Uniform Services	No	PMCHK00000941	\$110.04	
26586	7/14/2021	CHK	Doug Phillips	No	PMCHK00000941	\$1,600.00	
26587	7/14/2021	CHK	Placer County Water Agency	No	PMCHK00000941	\$353.70	
26588	7/14/2021	CHK	RIVERVIEW INTERNATIONAL	No	PMCHK00000941	\$820.74	
26589	7/14/2021	CHK	Recology Auburn Placer	No	PMCHK00000941	\$652.24	
26590	7/14/2021	CHK	SAN JUAN WATER	No	PMCHK00000941	\$1,579.21	
26591	7/14/2021	CHK	SAMBA Holdings Inc	No	PMCHK00000941	\$52.43	
26592	7/14/2021	CHK	TIAA Commercial Finance, Inc	No	PMCHK00000941	\$2,443.49	
26593	7/14/2021	CHK	US Bank Corporate Payment Sy	No	PMCHK00000941	\$14,027.21	

Checkbook ID		Description		User-Defined 1		Current Balance	
Number	Date	Type	Paid To/Rcvd From	Reconciled	Origin	Payment	Deposit
26594	7/14/2021	CHK	VOYAGER	No	PMCHK00000941	\$65.30	
26595	7/14/2021	CHK	Webber, Evelyn	No	PMCHK00000941	\$65.00	
26596	7/15/2021	CHK	AUBURN TIRE SERVICE	No	PMCHK00000942	\$442.46	
26597	7/15/2021	CHK	BART INDUSTRIES	No	PMCHK00000942	\$644.74	
26598	7/15/2021	CHK	Bank Of New York Mellon Trus	No	PMCHK00000942	\$1,500.00	
26599	7/15/2021	CHK	FASIS	No	PMCHK00000942	\$171,704.00	
26600	7/15/2021	CHK	FOLSOM LAKE FORD	No	PMCHK00000942	\$535.52	
26601	7/15/2021	CHK	Foothill Fire and WIRE	No	PMCHK00000942	\$1,330.50	
26602	7/15/2021	CHK	Hunt and Sons, Inc	No	PMCHK00000942	\$3,333.62	
26603	7/15/2021	CHK	JRB Pest and Sanitation	No	PMCHK00000942	\$425.00	
26604	7/15/2021	CHK	LIFE ASSIST	No	PMCHK00000942	\$934.65	
26605	7/15/2021	CHK	Meri-Cal Fire	No	PMCHK00000942	\$1,160.37	
26606	7/15/2021	CHK	NETWORK DESIGN ASSOC	No	PMCHK00000942	\$2,523.00	
26607	7/15/2021	CHK	PL. CO. AIR POLL. CONTR.	No	PMCHK00000942	\$1,033.24	
26608	7/15/2021	CHK	Recology Auburn Placer	No	PMCHK00000942	\$249.06	
26609	7/15/2021	CHK	SCOTTS PPE RECON	No	PMCHK00000942	\$340.16	
26610	7/15/2021	CHK	Sprint	No	PMCHK00000942	\$118.58	
26611	7/15/2021	CHK	Verizon Wireless	No	PMCHK00000942	\$435.28	
26612	7/28/2021	CHK	ADVANTAGE GEAR	No	PMCHK00000943	\$1,509.48	
26613	7/28/2021	CHK	Kingsley Bogard, LLP	No	PMCHK00000943	\$780.00	
26614	7/28/2021	CHK	PLACER COUNTY SHERIFF	No	PMCHK00000943	\$419.08	
26615	8/2/2021	CHK	AT & T	No	PMCHK00000944	\$157.08	
26616	8/2/2021	CHK	ACE HARDWARE	No	PMCHK00000944	\$5.35	
26617	8/2/2021	CHK	ADVANTAGE GEAR	No	PMCHK00000944	\$2,009.38	
26618	8/2/2021	CHK	AUBURN TIRE SERVICE	No	PMCHK00000944	\$79.95	
26619	8/2/2021	CHK	AT&T Mobility	No	PMCHK00000944	\$1,179.49	
26620	8/2/2021	CHK	BART INDUSTRIES	No	PMCHK00000944	\$22.46	
26621	8/2/2021	CHK	Bob Murray & Associates	No	PMCHK00000944	\$2,303.75	
26622	8/2/2021	CHK	COMM. SPEEDOMETER	No	PMCHK00000944	\$162.54	
26623	8/2/2021	CHK	CUMMINS Pacific, LLC	No	PMCHK00000944	\$305.52	
26624	8/2/2021	CHK	FAIRA	No	PMCHK00000944	\$103,033.00	
26625	8/2/2021	CHK	FDAC	No	PMCHK00000944	\$562.50	
26626	8/2/2021	CHK	Interwest Consulting Group	No	PMCHK00000944	\$3,790.63	
26627	8/2/2021	CHK	ImageTrend, Inc	No	PMCHK00000944	\$23,449.00	
26628	8/2/2021	CHK	JRB Pest and Sanitation	No	PMCHK00000944	\$125.00	
26629	8/2/2021	CHK	LIFE ASSIST	No	PMCHK00000944	\$2,852.33	
26630	8/2/2021	CHK	Loomis Ace Hardware	No	PMCHK00000944	\$9.66	
26631	8/2/2021	CHK	NETWORK ENVIROMENTAL SYSTEM	No	PMCHK00000944	\$225.00	
26632	8/2/2021	CHK	NETWORK DESIGN ASSOC	No	PMCHK00000944	\$1,545.00	
26633	8/2/2021	CHK	PG & E	No	PMCHK00000944	\$9,071.12	
26634	8/2/2021	CHK	PLACER CO. DEPT. OF PUBLIC W	No	PMCHK00000944	\$240.00	
26635	8/2/2021	CHK	Placer County Water Agency	No	PMCHK00000944	\$734.67	
26636	8/2/2021	CHK	PLACER COUNTY SHERIFF	No	PMCHK00000944	\$120.00	
26637	8/2/2021	CHK	Romans Upholstery	No	PMCHK00000944	\$255.43	
26638	8/2/2021	CHK	STERICYCLE INC	No	PMCHK00000944	\$275.63	
26639	8/2/2021	CHK	SACRAMENTO TRUCK CENTER	No	PMCHK00000944	\$1,498.65	
26640	8/2/2021	CHK	Consolidated Communications	No	PMCHK00000944	\$2,367.97	
26641	8/2/2021	CHK	TIFCO INDUSTRIES	No	PMCHK00000944	\$458.68	
26642	8/2/2021	CHK	The Permanente Medical Group	No	PMCHK00000944	\$904.00	
26643	8/2/2021	CHK	US Bank Corporate Payment Sy	No	PMCHK00000944	\$9,169.13	
26644	8/2/2021	CHK	WITTMAN ENTERPRISES, LLC	No	PMCHK00000944	\$6,017.56	
73 Transaction(s)						\$399,439.05	\$0.00
97 Total Transaction(s)							

System: 8/4/2021 12:02:09 PM  
 User Date: 8/4/2021

South Placer Fire District  
 CHECK DISTRIBUTION REPORT  
 Payables Management

Page: 1  
 User ID: kmedeiros

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Checkbook ID	PLACER COUNTY
Vendor Name	First	Last	Check Number	First
Check Date	7/8/2021	8/4/2021		WELLS FARGO OP Last

Sorted By: Checkbook ID

Distribution Types Included: PURCH

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
A212	AFLAC	PLACER COUNTY	24069	8/4/2021	\$771.32
33460	216841	Monthly premium	\$771.32		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$771.32	\$0.00	
A212	AFLAC	PLACER COUNTY	24070	8/4/2021	\$1,156.98
33461	613088	Monthly premium	\$1,156.98		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$1,156.98	\$0.00	
C273	California Assn of Professiona	PLACER COUNTY	24071	8/4/2021	\$1,121.00
33462	8/2021 LTD	8-2021 Safety LTD	\$1,121.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$29.50	\$0.00	
	PURCH 0-000-0215-000	Group Insurance Payable	\$1,209.50	\$0.00	
	PURCH 0-000-0215-000	Group Insurance Payable	\$0.00	\$118.00	
C273	California Assn of Professiona	PLACER COUNTY	24072	8/4/2021	\$59.00
33463	8/2021 NS LTD	8-2021 NSafety LTD	\$59.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$59.00	\$0.00	
N115	NGLIC C/O Superior Vision Serv	PLACER COUNTY	24073	8/4/2021	\$906.06
33464	540188	8-2021 vision premium	\$906.06		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$906.06	\$0.00	
P101	P.E.R.S	PLACER COUNTY	24074	8/4/2021	\$96,630.88
33465	16462749	July 2021 premium	\$96,630.88		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$24,505.62	\$0.00	
	PURCH 0-000-1550-000	Agency Share Insurance	\$51,312.64	\$0.00	
	PURCH 0-000-1550-000	Agency Share Insurance	\$20,812.62	\$0.00	
P101	P.E.R.S	PLACER COUNTY	24075	8/4/2021	\$3,520.40
33466	16470136	Survivor billing adjustment	\$3,520.40		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1300-000	PERS Retirement	\$1,695.20	\$0.00	
	PURCH 0-000-1300-000	PERS Retirement	\$1,575.60	\$0.00	
	PURCH 0-000-1300-000	PERS Retirement	\$124.80	\$0.00	
	PURCH 0-000-1300-000	PERS Retirement	\$124.80	\$0.00	
P101	P.E.R.S	PLACER COUNTY	24076	8/4/2021	\$99,576.93
33467	16496600	August 2021 premium	\$99,576.93		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$24,505.62	\$0.00	



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User Date: 8/4/2021

South Placer Fire District  
CHECK DISTRIBUTION REPORT  
Payables Management

Page: 2  
User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-1550-000	Agency Share Insurance		\$54,256.62	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$20,814.69	\$0.00
P101 33468	P.E.R.S 16477271	PLACER COUNTY UAL lump sum payment	24077 \$824,547.00	8/4/2021	\$824,547.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-1302-000	PERS Pension Lump Sum Payment		\$2,405.00	\$0.00
	PURCH 0-000-1302-000	PERS Pension Lump Sum Payment		\$62,570.00	\$0.00
	PURCH 0-000-1302-000	PERS Pension Lump Sum Payment		\$753,977.00	\$0.00
	PURCH 0-000-1302-000	PERS Pension Lump Sum Payment		\$5,595.00	\$0.00
P159 33469	PRINCIPAL MUTUAL 8-2021 DENTAL	PLACER COUNTY August 2021 dental premium	24078 \$6,889.04	8/4/2021	\$6,889.04
	Type Account	Description		Debit	Credit
	PURCH 0-000-1550-000	Agency Share Insurance		\$6,889.04	\$0.00
S043 33470	Sacramento Area Fire Fighters PP01 UNION 2021	PLACER COUNTY EE Union dues PP 1	24079 \$1,878.49	8/4/2021	\$1,878.49
	Type Account	Description		Debit	Credit
	PURCH 0-000-0218-000	Union Dues Payable		\$1,878.49	\$0.00
S043 33471	Sacramento Area Fire Fighters PP02 UNION 2021	PLACER COUNTY EE Union dues PP 2	24080 \$1,878.49	8/4/2021	\$1,878.49
	Type Account	Description		Debit	Credit
	PURCH 0-000-0218-000	Union Dues Payable		\$1,878.49	\$0.00
S043 33472	Sacramento Area Fire Fighters PP03 UNION 2021	PLACER COUNTY EE Union dues PP 3	24081 \$1,878.49	8/4/2021	\$1,878.49
	Type Account	Description		Debit	Credit
	PURCH 0-000-0218-000	Union Dues Payable		\$1,878.49	\$0.00
S233 33473	SPFAOA PP01 SPFAOA 2021	PLACER COUNTY SPFAOA dues PP 1	24082 \$100.00	8/4/2021	\$100.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-0218-000	Union Dues Payable		\$100.00	\$0.00
S233 33474	SPFAOA PP02 SPFAOA 2021	PLACER COUNTY SPFAOA dues PP 2	24083 \$100.00	8/4/2021	\$100.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-0218-000	Union Dues Payable		\$100.00	\$0.00
S233 33475	SPFAOA PP03 SPFAOA 2021	PLACER COUNTY SPFAOA dues PP 3	24084 \$100.00	8/4/2021	\$100.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-0218-000	Union Dues Payable		\$100.00	\$0.00
T160 33476	TASC/ Total Admin Service PP01 DC/MR 2021	PLACER COUNTY EE/ER DC/MR PP 1	24085 \$5,058.21	8/4/2021	\$5,058.21
	Type Account	Description		Debit	Credit
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$951.82	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$3,724.19	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$382.20	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
T160 33477	TASC/ Total Admin Service IN2044801	PLACER COUNTY 8/1/21-8/31/21 Admin Fees	24086 \$219.52	8/4/2021	\$219.52
	Type Account	Description		Debit	Credit
	PURCH 0-000-0215-000	Group Insurance Payable		\$219.52	\$0.00
T160 33478	TASC/ Total Admin Service PP02 DC/MR 2021	PLACER COUNTY EE/ER DC/MR PP 2	24087 \$4,740.92	8/4/2021	\$4,740.92
	Type Account	Description		Debit	Credit
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$951.82	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$3,426.13	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$362.97	\$0.00
T160 33479	TASC/ Total Admin Service IN2072445	PLACER COUNTY 9/1/21-9/30/21 Admin Fees	24088 \$219.52	8/4/2021	\$219.52
	Type Account	Description		Debit	Credit
	PURCH 0-000-0215-000	Group Insurance Payable		\$219.52	\$0.00
T160 33480	TASC/ Total Admin Service PP03 DC/MR 2021	PLACER COUNTY EE/ER DC/MR PP 3	24089 \$4,740.92	8/4/2021	\$4,740.92
	Type Account	Description		Debit	Credit
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$951.82	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$3,426.13	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$362.97	\$0.00
V125 33481	Voya Financial Trust Co. PP01 DEF COMP 2021	PLACER COUNTY EE/Er Def Comp PP 1	24090 \$15,959.29	8/4/2021	\$15,959.29
	Type Account	Description		Debit	Credit
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$14,943.77	\$0.00
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$1,015.52	\$0.00
V125 33482	Voya Financial Trust Co. PP02 DEF COMP 2021	PLACER COUNTY EE/ER Def Comp PP 2	24091 \$15,039.22	8/4/2021	\$15,039.22
	Type Account	Description		Debit	Credit
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$14,000.62	\$0.00
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$1,038.60	\$0.00
V125 33483	Voya Financial Trust Co. PP03 DEF COMP 2021	PLACER COUNTY EE/ER Def Comp PP 3	24092 \$15,038.59	8/4/2021	\$15,038.59
	Type Account	Description		Debit	Credit
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$13,999.99	\$0.00
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$1,038.60	\$0.00
0911 33339	911 Safety Equipment LLC 53348	WELLS FARGO OP Turnout rental	26572 \$950.00	7/14/2021	\$950.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$950.00	\$0.00
A132 33340	ACCOUNTING & ASSOC SOFTWARE INV015960	WELLS FARGO OP Software consulting	26573 \$41.25	7/14/2021	\$41.25
	Type Account	Description		Debit	Credit
	PURCH 0-000-2040-000	Education/Training		\$41.25	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
A164 33341	ACE HARDWARE 025705 Type Account PURCH 0-000-2225-003	WELLS FARGO OP Lopper Description 7070 Auburn Folsom Road	26574 \$42.89	7/14/2021 Debit \$42.89	\$42.89 Credit \$0.00
A211 33345	AUBURN TIRE SERVICE 126077 Type Account PURCH 0-000-2222-814	WELLS FARGO OP Tires Description 2005 Spartan Hi-Tech Type One Engin	26575 \$2,305.94	7/14/2021 Debit \$2,305.94	\$2,305.94 Credit \$0.00
A231 33344	Athens Administrators 33344 Type Account PURCH 0-000-1315-000	WELLS FARGO OP Workers comp overpayment Description Workmans Comp. Insurance	26576 \$3,681.41	7/14/2021 Debit \$3,681.41	\$3,681.41 Credit \$0.00
A234 33342	Analgesic Services Inc FEB 2 Type Account PURCH 0-000-2130-000	WELLS FARGO OP Hydro testing Description Oxygen	26577 \$176.00	7/14/2021 Debit \$176.00	\$206.00 Credit \$0.00
33343	HT001 Type Account PURCH 0-000-2130-000	Hydro testing Description Oxygen	\$30.00	Debit \$30.00	Credit \$0.00
B147 33346	BART INDUSTRIES 311453 Type Account PURCH 0-000-2222-814	WELLS FARGO OP Oil filters, microflex Description 2005 Spartan Hi-Tech Type One Engin	26578 \$151.96	7/14/2021 Debit \$151.96	\$248.42 Credit \$0.00
33347	311458 Type Account PURCH 0-000-2222-000	Blue DEF Description Automotive Repairs/Supplies	\$96.46	Debit \$96.46	Credit \$0.00
C115 33348	CAPITAL CLUTCH & BRAKE 1671591 Type Account PURCH 0-000-2222-814	WELLS FARGO OP Drum, q brake shoe, hardware Description 2005 Spartan Hi-Tech Type One Engin	26579 \$679.92	7/14/2021 Debit \$679.92	\$679.92 Credit \$0.00
D101 33349	DAWSON OIL 489314 Type Account PURCH 0-000-2124-000	WELLS FARGO OP Monthly billing Description Fuel & Oil	26580 \$709.05	7/14/2021 Debit \$709.05	\$709.05 Credit \$0.00
G110 33351	GRAINGER, W.W. 9945325265 Type Account PURCH 0-000-2222-000	WELLS FARGO OP Diesel fuel hose Description Automotive Repairs/Supplies	26581 \$42.64	7/14/2021 Debit \$42.64	\$42.64 Credit \$0.00
G158	Gold Country Water	WELLS FARGO OP	26582	7/14/2021	\$381.46

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
33350	33350	Monthly billing	\$381.46		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies	\$381.46	\$0.00	
H141	HARRIS INDUSTRIAL GASES	WELLS FARGO OP 26583	7/14/2021	\$480.75	
33352	01847381	Cylinder rental	\$256.25		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2130-000	Oxygen	\$256.25	\$0.00	
33353	01847412	Cylinder rental	\$172.25		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2130-000	Oxygen	\$172.25	\$0.00	
33354	01847518	Cylinder rental	\$52.25		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2130-000	Oxygen	\$52.25	\$0.00	
L107	LIFE ASSIST	WELLS FARGO OP 26584	7/14/2021	\$5,550.74	
33355	1110336	Various supplies	\$2,782.11		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2127-000	Medical Supplies	\$2,782.11	\$0.00	
33356	1110401	Wipes	\$132.05		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2127-000	Medical Supplies	\$132.05	\$0.00	
33357	1112493	Various supplies	\$2,636.58		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2127-000	Medical Supplies	\$2,636.58	\$0.00	
M101	Mission Uniform Services	WELLS FARGO OP 26585	7/14/2021	\$110.04	
33358	514881399	Weekly billing	\$27.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$27.51	\$0.00	
33359	514923767	Weekly billing	\$27.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$27.51	\$0.00	
33360	514956192	Weekly billing	\$27.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$27.51	\$0.00	
33361	515000154	Weekly billing	\$27.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$27.51	\$0.00	
P113	Doug Phillips	WELLS FARGO OP 26586	7/14/2021	\$1,600.00	
33411	33411	Volunteer Pay Jan-Jun 2021	\$1,600.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1015-000	Other Payroll (Volunteer Pay)	\$1,600.00	\$0.00	

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
P125	Placer County Water Agency	WELLS FARGO OP	26587	7/14/2021	\$353.70
33362	33362	Bi-monthly billing	\$83.74		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-028	Water - Station #28		\$83.74	\$0.00
33363	33363	Bi-monthly billing	\$80.38		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-028	Water - Station #28		\$80.38	\$0.00
33364	33364	Bi-monthly billing	\$189.58		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-028	Water - Station #28		\$189.58	\$0.00
R115	RIVERVIEW INTERNATIONAL	WELLS FARGO OP	26588	7/14/2021	\$820.74
33370	61848	Belt tensioners	\$820.74		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-713	2012 Pierce International BR28		\$820.74	\$0.00
R129	Recology Auburn Placer	WELLS FARGO OP	26589	7/14/2021	\$652.24
33365	65685091	Monthly billing	\$31.62		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$31.62	\$0.00
33366	65575193	Monthly billing	\$525.76		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$525.76	\$0.00
33367	65685109	Monthly billing	\$31.62		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$31.62	\$0.00
33368	65575516	Monthly billing	\$31.62		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$31.62	\$0.00
33369	65576738	Monthly billing	\$31.62		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$31.62	\$0.00
S107	SAN JUAN WATER	WELLS FARGO OP	26590	7/14/2021	\$1,579.21
33372	33372	Bi-monthly billing	\$815.52		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-006	Water - Station #15		\$815.52	\$0.00
33373	33373	Bi-monthly billing	\$589.02		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-016	Water-Station 16 Olive Ranch		\$589.02	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
33374	33374	Bi-monthly billing	\$174.67		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2041-001	Water - Station #17	\$174.67	\$0.00	
S286	SAMBA Holdings Inc	WELLS FARGO OP	26591	7/14/2021	\$52.43
33371	INV00658354	Driver monitoring	\$52.43		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2023-000	Employee Physicals & Wellness	\$52.43	\$0.00	
T144	TIAA Commercial Finance, Inc	WELLS FARGO OP	26592	7/14/2021	\$2,443.49
33375	8260566	DocuWare	\$2,443.49		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2043-000	Legal/Consulting Fees	\$2,443.49	\$0.00	
U109	US Bank Corporate Payment Syst	WELLS FARGO OP	26593	7/14/2021	\$14,027.21
33376	33376	Monthly billing	\$14,027.21		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-001	6900 Eureka Road	\$50.29	\$0.00	
	PURCH 0-000-2037-006	4650 East Rsvl. Parkway	\$232.47	\$0.00	
	PURCH 0-000-2040-000	Education/Training	\$229.51	\$0.00	
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies	\$146.94	\$0.00	
	PURCH 0-000-2122-001	Software Support	\$305.60	\$0.00	
	PURCH 0-000-2129-000	Office Supplies/Computer	\$113.65	\$0.00	
	PURCH 0-000-2133-000	Uniform Supplies	\$317.03	\$0.00	
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies	\$536.25	\$0.00	
	PURCH 0-000-2221-000	Radio Repair	\$454.19	\$0.00	
	PURCH 0-000-2523-000	Printing/Outside Services	\$3.40	\$0.00	
	PURCH 0-000-4456-000	Facilities	\$4,937.88	\$0.00	
	PURCH 0-000-4512-042	St. 17 Electiric Door Locks	\$6,700.00	\$0.00	
V102	VOYAGER	WELLS FARGO OP	26594	7/14/2021	\$65.30
33377	8691495672126	Monthly billing	\$65.30		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2124-000	Fuel & Oil	\$65.30	\$0.00	
W177	Webber, Evelyn	WELLS FARGO OP	26595	7/14/2021	\$65.00
33378	10052	Weight room safety check	\$65.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2023-000	Employee Physicals & Wellness	\$65.00	\$0.00	
A211	AUBURN TIRE SERVICE	WELLS FARGO OP	26596	7/15/2021	\$442.46
33379	126104	Tires	\$442.46		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-211	2014 Polaris Trailer	\$442.46	\$0.00	
B147	BART INDUSTRIES	WELLS FARGO OP	26597	7/15/2021	\$644.74
33381	313837	Steering box, gasket	\$644.74		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-401	2002 Chevy	\$644.74	\$0.00	
B174	Bank Of New York Mellon Trust	WELLS FARGO OP	26598	7/15/2021	\$1,500.00
33380	252-2394056	Trustee Fee	\$1,500.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2043-000	Legal/Consulting Fees	\$1,500.00	\$0.00	

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Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
F107	FASIS	WELLS FARGO OP	26599	7/15/2021	\$171,704.00
33382	FASIS-2022-0338	Contribution, Qtr 1, FY 21/2	\$171,704.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-1315-000	Workmans Comp. Insurance		\$171,704.00	\$0.00
F109	FOLSOM LAKE FORD	WELLS FARGO OP	26600	7/15/2021	\$535.52
33383	706907	Tail light	\$306.03		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-023	2020 Ford Expedition Max		\$306.03	\$0.00
33384	707018	Weatherstrip	\$229.49		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-603	2008 Ford F550 4x4 Westmark Type 4		\$229.49	\$0.00
F200	Foothill Fire and WIRE	WELLS FARGO OP	26601	7/15/2021	\$1,330.50
33385	49298	Qtrly billing, fire alarm	\$1,330.50		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$295.50	\$0.00
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$237.00	\$0.00
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$183.00	\$0.00
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$255.00	\$0.00
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$237.00	\$0.00
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$123.00	\$0.00
H130	Hunt and Sons, Inc	WELLS FARGO OP	26602	7/15/2021	\$3,333.62
33386	625	Motor oil	\$319.92		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$319.92	\$0.00
33387	3094	Gasoline, diesel	\$2,102.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$2,102.00	\$0.00
33388	3204	Gasoline, diesel	\$911.70		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-003	Station 19 Fuel		\$911.70	\$0.00
J128	JRB Pest and Sanitation	WELLS FARGO OP	26603	7/15/2021	\$425.00
33389	53077	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$85.00	\$0.00
33390	53078	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$85.00	\$0.00
33391	53079	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$85.00	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
33392	53080	Monthly billing	\$85.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-003	7070 Auburn Folsom Road	\$85.00	\$0.00	
33393	53081	Monthly billing	\$85.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-005	3505 Auburn Folsom Road	\$85.00	\$0.00	
L107	LIFE ASSIST	WELLS FARGO OP 26604	7/15/2021	\$934.65	
33394	1113500	Glucose tests, charcoal, jel	\$934.65		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2127-000	Medical Supplies	\$934.65	\$0.00	
M143	Meri-Cal Fire	WELLS FARGO OP 26605	7/15/2021	\$1,160.37	
33395	40185	Annual servicing	\$72.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2229-000	Extinguisher Service/Repair	\$72.00	\$0.00	
33396	40186	Annual servicing	\$127.15		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2229-000	Extinguisher Service/Repair	\$127.15	\$0.00	
33397	40187	Annual servicing	\$125.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2229-000	Extinguisher Service/Repair	\$125.00	\$0.00	
33398	40188	Annual servicing	\$110.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2229-000	Extinguisher Service/Repair	\$110.00	\$0.00	
33399	40189	Annual servicing	\$122.02		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2229-000	Extinguisher Service/Repair	\$122.02	\$0.00	
33400	40195	Annual servicing	\$604.20		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2229-000	Extinguisher Service/Repair	\$604.20	\$0.00	
N226	NETWORK DESIGN ASSOC	WELLS FARGO OP 26606	7/15/2021	\$2,523.00	
33401	81577	IT Consulting	\$455.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2122-001	Software Support	\$455.00	\$0.00	
33402	81658	Software subscriptions	\$820.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2122-001	Software Support	\$820.00	\$0.00	
33403	81659	NDA MSP Automation Suite	\$1,248.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2122-001	Software Support	\$1,248.00	\$0.00	



Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
P136 33404	PL. CO. AIR POLL. CONTR. 162743	WELLS FARGO OP	26607	7/15/2021	\$1,033.24
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Gasoline dispensing permit Station 17 Fuel	\$444.01	\$444.01	\$0.00
33405	162884	Gasoline dispensing permit	\$589.23		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-003	Station 19 Fuel		\$589.23	\$0.00
R129 33406	Recology Auburn Placer 65574998	WELLS FARGO OP	26608	7/15/2021	\$249.06
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Qtrly billing, Stn 18 Garbage	\$249.06	\$249.06	\$0.00
S213 33407	SCOTTS PPE RECON 37126	WELLS FARGO OP	26609	7/15/2021	\$340.16
	Type Account	Description		Debit	Credit
	PURCH 0-000-2228-000	Turnout repairs Turnout Clothing Maint.	\$340.16	\$340.16	\$0.00
S298 33408	Sprint 467197811-164	WELLS FARGO OP	26610	7/15/2021	\$118.58
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-000	Monthly billing Telephone	\$118.58	\$118.58	\$0.00
V114 33409	Verizon Wireless 9883079825	WELLS FARGO OP	26611	7/15/2021	\$435.28
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-000	Monthly billing Telephone	\$55.14	\$55.14	\$0.00
33410	9883079864	Monthly billing	\$380.14		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-000	Telephone		\$380.14	\$0.00
A172 33412	ADVANTAGE GEAR 43794-1	WELLS FARGO OP	26612	7/28/2021	\$1,509.48
	Type Account	Description		Debit	Credit
	PURCH 0-000-4511-008	Structure boots Structure PPE/Gear	\$565.15	\$565.15	\$0.00
33413	43823-1	Boots	\$359.23		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2133-000	Uniform Supplies		\$359.23	\$0.00
33414	43824-1	Shirts, pants, patches	\$585.10		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2133-000	Uniform Supplies		\$585.10	\$0.00
K127 33415	Kingsley Bogard, LLP 26512	WELLS FARGO OP	26613	7/28/2021	\$780.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2010-000	June services Labor Legal Fees	\$780.00	\$780.00	\$0.00

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User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
P196 33416	PLACER COUNTY SHERIFF C112702	WELLS FARGO OP Monthly billing, Zoll System	26614 \$419.08	7/28/2021	\$419.08
Type	Account	Description	Debit	Credit	
PURCH	0-000-2056-000	Fire RM/Telestaff User Maintenance	\$419.08	\$0.00	
A163 33423	AT & T X07252021	WELLS FARGO OP Monthly billing	26615 \$157.08	8/2/2021	\$157.08
Type	Account	Description	Debit	Credit	
PURCH	0-000-2037-000	Telephone	\$157.08	\$0.00	
A164 33417	ACE HARDWARE 025815	WELLS FARGO OP Velcro	26616 \$5.35	8/2/2021	\$5.35
Type	Account	Description	Debit	Credit	
PURCH	0-000-2225-001	6900 Eureka Road	\$5.35	\$0.00	
A172 33418	ADVANTAGE GEAR 44156-1	WELLS FARGO OP Lettering	26617 \$13.89	8/2/2021	\$2,009.38
Type	Account	Description	Debit	Credit	
PURCH	0-000-2133-000	Uniform Supplies	\$13.89	\$0.00	
33419	44206-1	Pants, shirts, patches	\$332.37		
Type	Account	Description	Debit	Credit	
PURCH	0-000-2133-000	Uniform Supplies	\$332.37	\$0.00	
33420	44419-1	Structure boots	\$565.15		
Type	Account	Description	Debit	Credit	
PURCH	0-000-4511-008	Structure PPE/Gear	\$565.15	\$0.00	
33421	44434-1	Shirts, patches	\$293.76		
Type	Account	Description	Debit	Credit	
PURCH	0-000-2133-000	Uniform Supplies	\$293.76	\$0.00	
33422	44668-1	Picks for retirement awards	\$804.21		
Type	Account	Description	Debit	Credit	
PURCH	0-000-2055-000	Safety Awards & Recognition	\$804.21	\$0.00	
A211 33425	AUBURN TIRE SERVICE 126199	WELLS FARGO OP Front end alignment	26618 \$79.95	8/2/2021	\$79.95
Type	Account	Description	Debit	Credit	
PURCH	0-000-2222-401	2002 Chevy	\$79.95	\$0.00	
A226 33424	AT&T Mobility 18227251	WELLS FARGO OP Monthly billing	26619 \$1,179.49	8/2/2021	\$1,179.49
Type	Account	Description	Debit	Credit	
PURCH	0-000-2037-000	Telephone	\$1,179.49	\$0.00	
B147 33426	BART INDUSTRIES 316191	WELLS FARGO OP Windshield washer fluid	26620 \$22.46	8/2/2021	\$22.46
Type	Account	Description	Debit	Credit	
PURCH	0-000-2222-000	Automotive Repairs/Supplies	\$22.46	\$0.00	

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
B188 33427	Bob Murray & Associates 9095	WELLS FARGO OP	26621	8/2/2021	\$2,303.75
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Fire chief recruitment	\$2,303.75	\$2,303.75	\$0.00
		Legal/Consulting Fees			
C134 33459	COMM. SPEEDOMETER 75687	WELLS FARGO OP	26622	8/2/2021	\$162.54
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-401	Circuit board rebuild	\$162.54	\$162.54	\$0.00
		2002 Chevy			
C233 33431	CUMMINS Pacific, LLC Y5-57138	WELLS FARGO OP	26623	8/2/2021	\$305.52
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	EG coolant	\$305.52	\$305.52	\$0.00
		Automotive Repairs/Supplies			
F101 33432	FAIRA 2021-80	WELLS FARGO OP	26624	8/2/2021	\$103,033.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2028-000	Insurance premium, FY 2021-2	\$103,033.00	\$103,033.00	\$0.00
		Insurance (FAIRA)			
F102 33433	FDAC 33433	WELLS FARGO OP	26625	8/2/2021	\$562.50
	Type Account	Description		Debit	Credit
	PURCH 0-000-2030-000	Annual dues, FY 2021/22	\$562.50	\$562.50	\$0.00
		Memberships/Subscriptions			
I134 33435	Interwest Consulting Group 70611	WELLS FARGO OP	26626	8/2/2021	\$3,790.63
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-001	Monthly billing	\$3,790.63	\$3,790.63	\$0.00
		Prevention Consulting Fees			
I137 33434	ImageTrend, Inc 128471	WELLS FARGO OP	26627	8/2/2021	\$23,449.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2056-000	Setup & annual fees	\$23,449.00	\$23,449.00	\$0.00
		Fire RM/Telestaff User Maintenance			
J128 33436	JRB Pest and Sanitation 53118	WELLS FARGO OP	26628	8/2/2021	\$125.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-028	Monthly billing	\$125.00	\$125.00	\$0.00
		5840 Horseshoe Bar Rd			
L107 33437	LIFE ASSIST 1115073	WELLS FARGO OP	26629	8/2/2021	\$2,852.33
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Emergency cricithyrotomy kit	\$262.08	\$262.08	\$0.00
		Medical Supplies			
33438	1115236	Various supplies	\$2,226.61		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies	\$2,226.61	\$2,226.61	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
33439	1117146	Patient cable	\$363.64		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$363.64	\$0.00
L149	Loomis Ace Hardware	WELLS FARGO OP	26630	8/2/2021	\$9.66
33440	001063/1	Connector	\$9.66		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$9.66	\$0.00
N129	NETWORK ENVIROMENTAL SYSTEM IN	WELLS FARGO OP	26631	8/2/2021	\$225.00
33442	44823	Fit testing	\$225.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2226-000	SCBA/Stationary comp (maint/supplie		\$225.00	\$0.00
N226	NETWORK DESIGN ASSOC	WELLS FARGO OP	26632	8/2/2021	\$1,545.00
33441	81676	Fortinet annual subscription	\$1,545.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2122-001	Software Support		\$1,545.00	\$0.00
P111	PG & E	WELLS FARGO OP	26633	8/2/2021	\$9,071.12
33443	33443	Monthly billing	\$44.31		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2027-028	Station 28		\$44.31	\$0.00
33444	33444	Monthly billing	\$9,026.81		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2027-001	6900 Eureka Road		\$3,218.78	\$0.00
	PURCH 0-000-2027-003	7070 Auburn Folsom Road		\$2,228.64	\$0.00
	PURCH 0-000-2027-005	3505 Auburn Folsom Road		\$855.95	\$0.00
	PURCH 0-000-2027-006	4650 East Rsvl. Parkway		\$66.01	\$0.00
	PURCH 0-000-2027-016	Station 16 5300 Olive Ranch Road		\$1,191.00	\$0.00
	PURCH 0-000-2027-028	Station 28		\$1,430.92	\$0.00
	PURCH 0-000-2027-029	Station 29		\$35.51	\$0.00
P118	PLACER CO. DEPT. OF PUBLIC WKS	WELLS FARGO OP	26634	8/2/2021	\$240.00
33445	CI 12639	Traffic signal, Stn 19	\$240.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$240.00	\$0.00
P125	Placer County Water Agency	WELLS FARGO OP	26635	8/2/2021	\$734.67
33447	33447	Monthly billing	\$76.15		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-001	Water - Station #17		\$76.15	\$0.00
33448	33448	Monthly billing	\$128.23		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-005	Water - Station #20		\$128.23	\$0.00
33449	33449	Monthly billing	\$530.29		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-003	Water - Station #19		\$530.29	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
P196 33446	PLACER COUNTY SHERIFF CI 12696 Type Account PURCH 0-000-2122-001	WELLS FARGO OP Annual Field Ops mobile app Description Software Support	26636 \$120.00	8/2/2021 Debit \$120.00	\$120.00 Credit \$0.00
R169 33450	Romans Upholstery 33450 Type Account PURCH 0-000-2222-814	WELLS FARGO OP Seat cushion recovered Description 2005 Spartan Hi-Tech Type One Engin	26637 \$255.43	8/2/2021 Debit \$255.43	\$255.43 Credit \$0.00
S145 33453	STERICYCLE INC 3005635755 Type Account PURCH 0-000-2046-000	WELLS FARGO OP Monthly billing Description Medical Waste Disposal	26638 \$275.63	8/2/2021 Debit \$275.63	\$275.63 Credit \$0.00
S163 33452	SACRAMENTO TRUCK CENTER F009968695:01 Type Account PURCH 0-000-2222-710	WELLS FARGO OP EGR cooler, core, o-ring, se Description 2006 Freightliner/Hi-Tech BR19	26639 \$1,838.49	8/2/2021 Debit \$1,498.65	\$1,498.65 Credit \$0.00
S282 33429	Consolidated Communications In 33429 Type Account PURCH 0-000-2037-000	WELLS FARGO OP Monthly billing Description Telephone	26640 \$154.26	8/2/2021 Debit \$154.26	\$2,367.97 Credit \$0.00
33430	33430 Type Account PURCH 0-000-2037-001 PURCH 0-000-2037-003 PURCH 0-000-2037-005 PURCH 0-000-2037-006 PURCH 0-000-2037-016	Monthly billing Description 6900 Eureka Road 7070 Auburn Folsom Road 3505 Auburn Folsom Road 4650 East Rsvl. Parkway Station 16 Olive Ranch	\$2,213.71	Debit \$1,624.16 \$200.86 \$43.23 \$177.73 \$167.73	Credit \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
T117 33455	TIFCO INDUSTRIES 71672534 Type Account PURCH 0-000-2222-000	WELLS FARGO OP Clamps, fittings, nuts, etc Description Automotive Repairs/Supplies	26641 \$458.68	8/2/2021 Debit \$458.68	\$458.68 Credit \$0.00
T147 33454	The Permanente Medical Group I 33454 Type Account PURCH 0-000-2045-000	WELLS FARGO OP Firefighter physical Description Pre-Employment Physicals/Background	26642 \$904.00	8/2/2021 Debit \$904.00	\$904.00 Credit \$0.00
U109 33456	US Bank Corporate Payment Syst 33456 Type Account PURCH 0-000-2131-000 PURCH 0-000-2135-000 PURCH 0-000-4511-008 PURCH 0-000-4523-002	WELLS FARGO OP Monthly billing Description Postage/Shipping Misc. Firefighting Equip/Supplies Structure PPE/Gear Front/Rear Side Level III Rag Coati	26643 \$776.24	8/2/2021 Debit \$20.77 \$74.55 \$445.00 \$235.92	\$9,169.13 Credit \$0.00 \$0.00 \$0.00 \$0.00
33457	33457 Type Account	Monthly billing Description	\$8,392.89	Debit	Credit

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2023-000		Employee Physicals & Wellness	\$295.00	\$0.00
	PURCH 0-000-2040-000		Education/Training	\$450.00	\$0.00
	PURCH 0-000-2045-000		Pre-Employment Physicals/Background	\$193.80	\$0.00
	PURCH 0-000-2053-000		Food/Drink-Incident Supplies	\$66.01	\$0.00
	PURCH 0-000-2122-001		Software Support	\$209.86	\$0.00
	PURCH 0-000-2135-000		Misc. Firefighting Equip/Supplies	\$802.70	\$0.00
	PURCH 0-000-2222-000		Automotive Repairs/Supplies	\$451.31	\$0.00
	PURCH 0-000-2222-011		2003 Crown Victoria	\$159.26	\$0.00
	PURCH 0-000-2222-014		2008 Ford F150 4X4	\$102.18	\$0.00
	PURCH 0-000-2222-016		LFPD Ford Expedition	\$41.30	\$0.00
	PURCH 0-000-2222-024		2020 Ford Transit Van	\$582.35	\$0.00
	PURCH 0-000-2222-205		2001 Ford F-350 Utility U17	\$41.30	\$0.00
	PURCH 0-000-2222-209		2006 Ford F-550 Shop Truck	\$41.30	\$0.00
	PURCH 0-000-2222-210		Polaris 700 Ranger 6x6	\$160.84	\$0.00
	PURCH 0-000-2222-401		2002 Chevy	\$41.30	\$0.00
	PURCH 0-000-2222-506		2012 F-350 Ambulance	\$1,014.47	\$0.00
	PURCH 0-000-2222-815		2013 HME/Aherns-Fox Engine OES 380	\$8.57	\$0.00
	PURCH 0-000-2225-003		7070 Auburn Folsom Road	\$307.93	\$0.00
	PURCH 0-000-2225-005		3505 Auburn Folsom Road	\$100.00	\$0.00
	PURCH 0-000-2225-006		4650 East Roseville Parkway	\$2,650.00	\$0.00
	PURCH 0-000-2225-016		5300 Olive Ranch Road	\$24.40	\$0.00
	PURCH 0-000-4510-030		2021 Ford Expedition (012 Replaceme	\$531.05	\$0.00
	PURCH 0-000-4523-002		Front/Rear Side Level III Rag Coati	\$117.96	\$0.00
W121	WITTMAN ENTERPRISES, LLC	WELLS FARGO OP	26644	8/2/2021	\$6,017.56
33458	2106046	Monthly billing	\$6,017.56		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2025-000	Ambulance Billing Services	\$6,017.56	\$0.00	

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**SOUTH PLACER FIRE PROTECTION DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF KARL FOWLER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** THURSDAY, AUGUST 05, 2021  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: Station 18 New Truck Room Update:**

**Action Requested:** Chief recommends discussion on the progress made on the project.

**Background:**

- Lionakis has produced drawings for the Town specific to the wall construction and training house demolition so that specific permits can be issued for both items.  
Estimated Cost - \$11,800.00
- PNP estimate for phase 1 of this project – wall construction and structure demolition:
  - Wall Construction - \$86,532.00
  - House/Garage Demolition - \$86,532.00
  - Surveying, Grading, General Conditions, Mobilization and Bond Costs - \$37,000 to \$52,000
- Total Cost Estimate - \$160,000 to \$175,000

The District has received permits from the Town to build the wall and demolish the old training house. The District will now enter into contract with PNP to schedule the work. Start date in four to six weeks.

**Impact:** Costs associated with wall construction and demolition of old building.

**Attachments:** None

**Karl Fowler**  
**Fire Chief**  
South Placer Fire Protection District

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**SOUTH PLACER FIRE PROTECTION DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF KARL FOWLER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** THURSDAY, AUGUST 05, 2021  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: Fire Chief Recruitment Update:**

**Action Requested:** Chief recommends update and discussion on the progress of recruitment for the Fire Chief position.

**Background:** In March 2021, the Board approved consultants Bob Murray and Associates to solicit and recruit qualified candidates for the position of Fire Chief for the District through a nationwide search. The final interviews were conducted utilizing two separate interview panels.

Special sessions of the Board occurred on June 9<sup>th</sup>, 24<sup>th</sup>, and 26<sup>th</sup> to complete the interview and vetting process for the best candidate. After the interviews were completed, a final selection for Fire Chief was made pending completion of background, medical, and psychological processes.

**Impact:** Informational

**Attachments:** None

**Karl Fowler**  
**Fire Chief**  
South Placer Fire Protection District



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**SOUTH PLACER FIRE PROTECTION DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF KARL FOWLER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** THURSDAY, AUGUST 05, 2021  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: Employee Retention:**

**Action Requested:** The Chief recommends discussion on current issues facing the District involving employee retention.

**Background:** The South Placer Fire District has experienced vacancies at almost every rank for a myriad of reasons including competition with other agencies for personnel, retirements from tenured employees, and competitive wages. The District continues to recruit, test, and hire personnel to allow continued day to day operations.

- The three vacant paramedic/firefighter positions have been selected pending backgrounds, medical, and psychological process.
- The District is hiring a new Fire Chief.
- BC Testing is underway to create a list for anticipated vacancies.
- The District circulated a job announcement for the vacant Deputy Chief position on August 2, 2021.

**Impact:** Increased awareness of retention issues at all ranks. Continue to find ways to reduce vacant positions.

**Attachments:** None

**Karl Fowler**  
**Fire Chief**  
South Placer Fire Protection District

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** FIRE CHIEF KARL FOWLER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** THURSDAY, AUGUST 05, 2021  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: Wesleyan Church Property at 4700 East Roseville Parkway:**

**Action Requested:** Chief recommends discussion and possible action to either pursue purchase of property or recommend not to purchase.

**Background:** District staff received direction from the Board to continue gathering information on this potential acquisition. District staff met with the County to determine if there are funding options available to assist the District with a purchase. The County does have a process for assisting agencies with loan funding provided certain criteria are met and agreed upon to borrow money from the county. In addition, the County would examine the District's financial picture to determine our capability to pay back the loan if approved.

**Impact:** Informational. Future property acquisition for administrative offices or other District uses. More information is needed to determine the feasibility of this purchase.

**Attachments:** None.

**Karl Fowler**  
Fire Chief  
South Placer Fire District

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**SOUTH PLACER FIRE PROTECTION DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF KARL FOWLER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** THURSDAY, AUGUST 05, 2021  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: FY 2021/22 Preliminary Budget Review:**


**Action Requested:** Staff recommends continued review of the preliminary FY 2021/22 Budget.

**Background:** The Fire Chief has prepared the FY 2021/22 preliminary budget. The budget assumes that the District stays at full staffing throughout the fiscal year. This preliminary budget includes the Station 18 privacy wall and tear down of the old training house and the addition of a Type 1 Engine. Both of these major expenditures will continue to be evaluated and approved by the Board before moving forward in the final adopted budget in September 2021.

**Impact:** Enables the district to enter the new Fiscal Year 2021/22 with a preliminary budget which will be adjusted for final approval in September 2021. Estimated expenditures in this budget include a spending plan of \$14,137,586 and estimated revenues of \$14,167,011.

**Attachments:** Preliminary FY 2021/22 budget, updated 8/5/21

**Karl Fowler**  
**Fire Chief**  
South Placer Fire District

<b>Estimated Revenues 2021-22</b>			<b>Other Sources</b>	
	General Revenue	\$13,387,961		
	Mitigation Revenue	\$424,050		
	CFAA Revenue	\$355,000		
	LFPD Facilities Reserve Account		\$1,501,966	
	<b>Total</b>	<b>\$14,167,011</b>		
<b>Estimated Expenditures 2021-22</b>				
	Operational Expenditures (salaries, operations, fixed assets)	<b>\$13,262,327</b>		
	LFPD Facilities Expenditures Reserve Account-St.18		\$1,501,966	
	Capital Expenditures- Capital Facilities General Budget	\$145,452		
	Mitigation Expenditures	\$374,808		
	CFAA Expenditures	\$355,000		
	<b>Total</b>	<b>\$14,137,586</b>	<b>\$0</b>	

Account Number			2020/21 Budget Amount	2020/21 YTD *thru 6/30/21	2021/22 Budget	Percent Change
<b>General Revenues</b>						
6000-000-001	Secured Property Tax General		\$7,993,884	\$7,965,402	\$8,393,578	5.00%
0-000-6000-002	Unitary & Op Non-Unitary		\$157,171	\$157,172	\$165,030	5.00%
0-000-6000-003	Current Unsecured Property Tax		\$180,587	\$190,063	\$189,616	5.00%
0-000-6000-004	Delinquent Secured Property Taxes		-\$25	-\$489	-\$26	5.00%
0-000-6000-005	Delinquent Unsecured Property Tax		\$2,250	\$1,277	\$2,363	5.00%
0-000-6000-006	Current Supplemental Property Tax		\$110,000	\$227,301	\$115,500	5.00%
0-000-6000-008	Delinquent Supplemental Property Tax		\$214	\$218	\$225	5.00%
0-000-6001-000	SPFD Special Tax		\$1,177,600	\$1,187,130	\$1,199,045	1.82%
0-000-6002-000	Loomis Fire Protection & Response Assessment		\$1,024,380	\$1,022,929	\$1,047,827	2.29%
0-000-6106-000	Railroad Unitary Tax		\$4,842	\$4,842	\$5,084	5.00%
0-000-6950-000	Interest-County		\$67,275	\$8,722	\$70,639	5.00%
0-000-6957-000	Sect. 5151 Interest Refunded		-\$333	\$0	-\$350	5.00%
0-000-7000-000	HOPTERS Intergovernmental Revenue		\$55,763	\$55,246	\$58,551	5.00%
0-000-8192-000	Ambulance Services		\$1,700,000	\$1,389,955	\$1,700,000	0.00%
0-000-8193-001	Uniform Reimbursement		\$2,070	\$504	\$2,070	0.00%
0-000-8193-009	Other Staffing Reimbursements		\$1,035	\$425	\$1,035	0.00%
0-000-8193-010	Other Miscellaneous		\$82,800	\$121,443	\$120,800	45.89%
0-000-8193-011	Fees For Service & Cost Recovery Charges		\$134,550	\$181,647	\$168,000	24.86%
0-000-8193-014	4850 Reimbursements		\$25,975	\$67,126	\$25,975	0.00%
0-000-8193-015	Cellular Tower Lease		\$95,000	\$96,539	\$95,000	0.00%
0-000-8193-016	MVA Fees		\$0	\$0	\$0	
0-000-8193-018	Local/State/Federal Grants		\$28,000	\$0	\$28,000	0.00%
0-000-8300-000	Federal Grant Revenue (SAFER)		\$50,000	\$95,497	\$0	
0-000-8372-000	Automotive Fund Mat & Services		\$0	\$0	\$0	
		<b>Total General Revenue</b>	<b>\$12,893,038</b>	<b>\$12,772,949</b>	<b>\$13,387,961</b>	3.70%
0-000-8264-001	SPFD Mitigation Interest		\$1,000	\$89	\$0	-100.00%
0-000-8264-006	Loomis Mitigation Interest		\$1,000	\$399	\$450	-55.00%
0-000-8267-000	Consolidated Mitigation Fee Revenue		\$420,000	\$346,393	\$420,000	0.00%
0-000-8264-007	Consolidated Mitigation Interest		\$6,000	\$1,860	\$3,600	-40.00%
		<b>Total Mitigation Revenue</b>	<b>\$428,000</b>	<b>\$348,741</b>	<b>\$424,050</b>	-0.92%
0-000-8300-000	<b>CFAA Revenues (Strike Teams)</b>					
		<b>Total CFAA Revenue</b>	<b>\$355,000</b>	<b>\$453,444</b>	<b>\$355,000</b>	
		<b>Total Budget With Mitigation Fees &amp; CFAA Revenues</b>	<b>\$13,676,038</b>	<b>\$13,575,134</b>	<b>\$14,167,011</b>	3.47%
		<b>Other sources - LFPD Facilities Reserve Account</b>			<b>\$1,501,966</b>	

<b>OPERATIONAL EXPENDITURES</b>							
<b>Account</b>				<b>2020/21 Budget</b>	<b>2020/21 YTD</b>	<b>2021/22 Budget</b>	<b>Percent</b>
<b>Number</b>				<b>Amount</b>			<b>Change</b>
<b>Personnel Salaries and Benefits</b>							
1018:43:00		Salaries & Wages		\$5,555,017	\$5,345,780	\$6,104,821	9.90%
1004		Sellback/Admin. & FF's		\$200,000	\$196,035	\$200,000	0.00%
1005		Intern FF/Board/App FF/PT		\$15,000	\$25,825	\$15,000	0.00%
1006		Callback/Overtime-Firefighter		\$1,050,000	\$1,779,618	\$1,050,000	0.00%
1007		Comp For Absence/Illness		\$20,000	\$80,239	\$20,000	0.00%
1008		Out of Grade Pay		\$2,000	\$1,409	\$2,000	0.00%
1015		Other Payroll		\$9,000	\$3,880	\$9,000	0.00%
1016		Volunteer Length of Service Award		\$1,000	\$1,000	\$1,000	0.00%
1300		PERS Retirement		\$869,318	\$905,635	\$943,147	8.49%
1302		PERS Lump Sum Payment		\$649,000	\$643,926	\$852,918	31.42%
1305		Employer 457 Def. Comp. Match		\$25,000	\$27,610	\$25,000	0.00%
1301		Employment Taxes (FICA/Medicare/SUI)		\$105,000	\$113,212	\$120,013	14.30%
1315		Workmans Comp. Insurance		\$535,349	\$569,393	\$686,814	28.29%
1550		Agency Share Insurance		\$1,220,773	\$1,056,550	\$1,301,358	6.60%
1551		OPEB Contribution		\$40,000	\$40,000	\$40,000	0.00%
1552		COP Debt Service		\$365,610	\$365,610	\$371,298	1.56%
2010		Labor Legal		\$45,000	\$9,183	\$30,000	-33.33%
2017		Uniform Allowance/Cell Phone		\$66,000	\$8,504	\$66,000	0.00%
2019		Employees Assistance Program		\$6,500	\$6,275	\$6,000	-7.69%
		<b>Total Salaries/Benefits</b>		<b>\$10,779,567</b>	<b>\$11,179,684</b>	<b>\$11,844,369</b>	<b>9.88%</b>
8197		<b>CFAA Expenditures (Strike Teams) Estimates</b>					
8197-001		Personnel Overtime		\$300,000	\$442,529	\$300,000	0.00%
8197-002		Administration Costs		\$25,000		\$25,000	
8197-003		Apparatus		\$20,000		\$20,000	
8197-004		FICA & FASIS Reimbursement		\$10,000		\$10,000	
		<b>Total CFAA Expenditures</b>		<b>\$355,000</b>	<b>\$442,529</b>	<b>\$355,000</b>	<b>0.00%</b>
		<b>Total Salaries and Benefits including CFAA Est.</b>		<b>\$11,134,567</b>	<b>\$11,622,213</b>	<b>\$12,199,369</b>	
		1 Fire Chief			3 Shift Battalion Chiefs		1 Volunteer Firefighters
		1 /Personnel/Operations - Deputy Chief			15 Captains		0 Intern Firefighters
		1 Fire Marshal/Division Chief			7 Paramedic Engineers		
		0 EMS/Safety Officer			8 Engineers		
		1 Training Chief			18 Paramedic Firefighters		1 Volunteer Positions
		1 Business Manager			3 Apprentice Firefighters		
		1 Prevention Specialist/Admin. Assistant			1 Apprentice Mechanic		
		1 Journeyperson Mechanic					
		1 District Secretary-Full Time					

Service & Operations			2020/21 Budget	2020/21 YTD	2021/22 Budget	
2020	Audit		\$10,500	\$10,500	\$14,200	35.24%
2021	Propane		\$3,500	\$1,880	\$3,500	0.00%
2023	Employee Physicals/DL/Wellness		\$20,000	\$7,844	\$20,000	0.00%
2024	Paramedic Cert. EMT/CPR Classes		\$6,000	\$6,986	\$6,000	0.00%
2025	Ambulance Billing Service		\$115,000	\$122,841	\$115,000	0.00%
2026	Garbage		\$9,000	\$9,499	\$9,000	0.00%
2027	Gas & Electric		\$74,000	\$84,687	\$74,000	0.00%
2028	Insurance (FAIRA)		\$60,213	\$60,213	\$103,033	71.11%
2030	Memberships/Subscriptions		\$10,000	\$12,349	\$10,000	0.00%
2032	News Publications & Ads		\$1,000	\$3,152	\$1,000	0.00%
2035	Sewer		\$6,300	\$6,713	\$6,300	0.00%
2037	Telephone		\$63,000	\$75,857	\$63,000	0.00%
2038	Training Supplies		\$11,000	\$5,878	\$7,000	-36.36%
2039	Business/Conference		\$7,266	\$1,209	\$4,000	-44.95%
2040	Education/Training		\$44,000	\$31,787	\$20,000	-54.55%
2041	Water		\$12,000	\$14,633	\$12,000	0.00%
2042	Laundry		\$1,700	\$1,627	\$1,700	0.00%
2043-000	Legal/Consulting Fees		\$95,000	\$103,114	\$90,000	-5.26%
2043-001	Prevention Consulting Fees		\$42,000	\$56,130	\$20,000	-52.38%
2044	Petty Cash Fund		\$250	\$0	\$250	0.00%
2045	Pre-Employment Testing/Background Inv.		\$14,000	\$14,982	\$14,000	0.00%
2046	Medical Waste Disposal		\$4,400	\$3,495	\$4,400	0.00%
2047	Phsio Control Contract		\$16,000	\$15,869	\$18,000	12.50%
2050	County Charges (Tax Collection/LAFCO/Refunds)		\$180,000	\$184,412	\$180,000	0.00%
2051	Elections		\$30,000	\$34,626	\$0	-100.00%
2052	Public Education		\$2,000	\$0	\$2,000	0.00%
2053	Food/Drink-Incident Supplies		\$12,000	\$10,608	\$10,000	-16.67%
2055	Safety Awards		\$6,332	\$2,497	\$2,000	-68.41%
2056	Fire RMS User Maintenance		\$10,000	\$4,234	\$18,000	80.00%
2120	Cleaning/Maintenance Supplies		\$12,000	\$15,252	\$12,000	0.00%
2121	Copy Machine Contract/Maint.		\$16,000	\$18,458	\$16,000	0.00%
2122	Computer Service & Maint.		\$42,939	\$30,230	\$40,000	-6.84%
2123	Fire Prevention Supplies		\$4,000	\$220	\$8,000	100.00%
2124	Fuel & Oil		\$70,000	\$72,709	\$60,000	-14.29%
2127	Medical Supplies		\$110,000	\$119,515	\$105,000	-4.55%
2128	Miscellaneous Supplies		\$885	\$259	\$885	0.00%
2129	Office Supplies		\$12,000	\$8,525	\$8,000	-33.33%
2130	Oxygen		\$5,000	\$7,368	\$5,000	0.00%
2131	Postage/Shipping		\$2,000	\$1,562	\$2,000	0.00%
2132	Storage		\$2,000	\$0	\$2,000	0.00%
2133	Uniform Supplies		\$13,000	\$12,630	\$13,000	0.00%
2135	Misc. Firefighting Equip/Supplies		\$40,000	\$36,748	\$22,000	-45.00%

<b>Service &amp; Operations Cont.</b>					
2221	Radio Repair	\$10,000	\$8,673	\$8,000	-20.00%
2222	Automotive Repairs/Supplies	\$110,000	\$134,742	\$109,000	-0.91%
2225	Facilities Maintenance	\$93,000	\$85,595	<b>\$80,000</b>	-13.98%
2226	SCBA Maintenance	\$6,000	\$6,067	<b>\$7,260</b>	21.00%
2228	Turnout Clothing Maint.	\$5,000	\$0	\$5,000	0.00%
2229	Extinguisher Service/Repair	\$900	\$1,161	\$1,200	33.33%
2523	Outside Services	\$1,200	\$926	<b>\$1,200</b>	0.00%
8510 + 4521	Bad Debt Expense	\$50,000	\$0	\$50,000	0.00%
<b>Total Service &amp; Operations</b>		<b>\$1,472,385</b>	<b>\$1,448,262</b>	<b>\$1,383,928</b>	<b>-6.01%</b>



<b>Fixed Assets</b>			<b>2020/21 Budget</b>	<b>2020/21 YTD</b>	<b>2021/22 Budget</b>
4456	<b>Facilities</b>		\$17,050	\$6,618	
	Stainless Steel Protection for Counter				\$500
	Insulation for Exterior Fire Sprinklers				\$150
	Gas Hedge Trimmer				\$250
	Fans Sleeping Weight Rooms				\$3,000
	Roll Around Tool Box with Tools				\$1,250
	Gas Hedge Trimmer				\$250
	Dolly/Wheelbarrow				\$300
	Hedge Trimmer				\$250
	Door Lock Repairs				\$2,500
	1 Free Motion Dual Cable Exercise Machine				\$4,500
	Chiefs Office Chairs/Conference Table/Prevention Chair				\$1,200
					\$0
4462	<b>Firefighting Equipment</b>		\$9,133	\$328	
	4-sticks Outback HD 1.5" Rubber lined hose 89%				\$707
	20-various sized red head tail gaskets 89%				\$80
	20-various sized red head expansion rings 89%				\$116
	10-sticks 3" Key Eco10 soft suction hoses 89%				\$1,451
	5-LDH Eco10 soft suction hoses 89%				\$1,500
					\$0
4464	<b>EMS Equipment</b>		\$2,500	\$0	
	Airway/Pedi Bags 89 %				\$3,210
4465	<b>Office, Telephone &amp; Computer Equipment</b>		\$10,992	\$10,702	
	Workstataion/Laptop Upgrades-89%				\$2,225
	MDC/Vehicle Computers T17 -89%				\$1,335
4469	<b>VHF Radio, &amp; Communications</b>		\$8,900	\$3,832	
					\$2,000
4470	<b>Shop Equipment</b>				
	Battery Load Tester				\$1,000
4472	<b>Training/Operations Equipment</b>		\$10,680	\$1,357	\$1,880
4475	<b>Rescue Equipment</b>		\$5,000	\$0	
					\$1,576
4476	<b>Apparatus Up-Grades</b>		\$1,500	\$0	
	Prevention Trailer Awning				\$2,800
	<b>Total Fixed Assets</b>		<b>\$65,755</b>	<b>\$22,837</b>	<b>\$34,030</b>

<b>Capital Expenditures</b>							
	<b>Capital Expenditures Reserves</b>			<b>2020/21 Budget</b>	<b>2020/21 YTD</b>	<b>2021/22 Budget</b>	
?	<b>LFD Facilities Reserve Account</b>			\$1,501,966	\$7,829		
	Station 18 Schematic Design and Truckroom Build					\$1,501,966	
	<b>Total Capital Expenditures Reserve Account</b>			<b>\$1,501,966</b>	<b>\$7,829</b>	<b>\$1,501,966</b>	
	<b>Capital Expenditures General Budget</b>			<b>2020/21 Budget</b>	<b>2020/21 YTD</b>	<b>2021/22 Budget</b>	
4510	<b>Appartatus</b>						
	Type 1 Engine			\$358,000	\$357,474		
	2021 Ford Expedition (012 Replacement) 89%			\$73,000	\$46,690	\$22,792	
4511	<b>Major Equipment</b>			\$15,880	\$9,232		
	Turnouts 89%			\$89,000	\$55,157	\$62,300	
4512	<b>Capital Facilities Projects</b>			\$77,030	\$11,700		
	Sink Hole Repair Station 18			\$5,000	\$0	\$26,500	
	St 20 Led bulb conversion			\$2,740	\$2,740		
	Drainage Work - Rear of Property					\$5,000	
	Patio Roof Repair					\$3,000	
	Landscaping by Portables					\$5,160	
	Mulch					\$3,500	
	Remove Old Mulch					\$1,500	
	Grass Repair Replacement					\$8,000	
	Relocate Ice Machine					\$1,200	
	Dry Rot Repair					\$6,000	
	Electrical- TV Move					\$500	
	<b>Total Capital Expenditures General Budget</b>			<b>\$620,650</b>	<b>\$482,993</b>	<b>\$145,452</b>	
	<b>Total Capital Expenditures Reserves and General Budget</b>			<b>\$2,122,616</b>	<b>\$490,822</b>	<b>\$1,647,418</b>	

<b>Mitigation Expenditures</b>					
<b>SPFD MITIGATION ACCOUNT EXPENDITURES</b>			<b>2020/21 Budget</b>	<b>2020/21 YTD</b>	<b>2021/22 Budget</b>
				<b>\$75,361</b>	
4520		New Type 1 Engine	27,437	\$27,963	\$0
		Holmatro Spider Pump Reserve Eng 20%	2,000	\$2,000	\$0
		Holmatro Cross Ram T17 20%	400	\$308	\$0
		<b>SPFD Mitigation Expenditures</b>	<b>\$29,837</b>	<b>\$30,271</b>	<b>\$0</b>
<b>LFPD MITIGATION ACCOUNT EXPENDITURES</b>			<b>2020/21 Budget</b>	<b>2020/21 YTD</b>	<b>2021/22 Budget</b>
			\$101,011	\$8,529	
		Station 18 Truck Room Remodel			\$101,011
		<b>LFD Mitigation Expenditures</b>			<b>\$101,011</b>
<b>CONSOLIDATED MITIGATION EXPENDITURES</b>			<b>2020/21 Budget</b>	<b>2020/21 YTD</b>	<b>2021/22 Budget</b>
4523-002		<b>Fire Investigations</b>			
		Investigation Team Equipment	\$7,600	\$23,275	\$12,000
4523-003		<b>Firefighting Equipment</b>	\$71,978	\$47,462	
		3-Hard Suction Extensions (TFT 6"F-6"M) New			\$900
		3-Red Head 1 1/2 X 1 1/2 Gated Wye New			\$900
		3-Red Head 2 1/2 X 1 1/2 Gated Wye New			\$1,050
		3-Red Head 5" Storz-4 1/2" Male Threaded New			\$600
		2-Craftsman Toolsets for toolboxes New			\$500
		2-Red Head 6" -4 1/2" DF Threaded New			\$500
		4-USDA Forestry Service 1 1/2" to 1" NSPH New			\$150
		1-Aluminum 5"Storz - 2 1/2" Gated Wye New			\$550
		10-TFT 1/2" 50 gpm SB tips-low flow			\$1,300
		3-TFT 15/16" replacement SB tips for reserve			\$390
		24-key FDNY spec 1.75" attack hose			\$4,000
		8-Elkhart XD 150 gpm at 50 PSI comb nozzles			\$6,912
		5-Elkhart XD 2.5" shut offs for blitz line			\$3,240
		30 sticks-Snaptite1.5" Wayjax SJ hose			\$3,628
		4-sticks Outback HD 1.5" Rubber lined hose 11%			\$87
		20-various sized red head tail gaskets 11%			\$10
		20-various sized red head expansion rings 11%			\$14
		10-sticks 3" Key Eco10 soft suction hoses 11%			\$179
		5-LDH Eco10 soft suction hoses 11%			\$185
		<b>Prevention</b>			
		Plans Cabinet New			\$1,200
4523-004		<b>Shop</b>	\$600	\$570	
		OTC 6522 Smoke Machine New			\$1,000
		Under Lift Jack New			\$1,000
		CONVAULT 2000 Gallon New			\$30,000
		Transmission Jack New			\$2,000
		<b>IT</b>	\$4,359	\$726	
4523-015		Workstataion/Laptop Upgrades-11%			\$275

4523-016		MDC/Vehicle Computers T17 - 11%			\$165
4523-017		<b>Radios</b>	\$26,100	\$18,237	
		<b>Facilities</b>			
		<b>Station 17</b>			\$28,000
		Generator			
		<b>Station 15</b>			\$16,000
		Generator			
4523-010		<b>Turnouts</b>			
		Firefighting PPE 11%	\$11,000	\$11,370	\$7,700
		<b>Apparatus</b>	\$220		
4523-011		PNC Equipment Finance	\$314,000	\$314,000	\$146,158
		2021 Ford Expedition (012 Replacement) 11%			\$2,817
4523-		<b>EMS</b>			
		Airway/Pedi Bags 11 %			\$385
		<b>Consolidated Mitigation Expenditures</b>			\$273,797
		<b>Total Mitigation Expenditures</b>	<b>\$435,857</b>	<b>\$415,640</b>	<b>\$374,808</b>

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** FIRE CHIEF KARL FOWLER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** THURSDAY, AUGUST 05, 2021  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: Covid-19 Update:**

**Action Requested:** Staff recommends updating the Board on the status of the current pandemic and the District's response and preparations.

**Background:** The pandemic is still ongoing. Cases are on the increase due to the Delta variant. Since the loosening of restrictions, statistics in the County have gone up. We are currently at 8% positivity rate and 17.3 cases per 100,000 in Placer County. With this new development, the District continues to monitor CALOSHA directives, along with our insurance provider, to determine if we need to implement further more restrictive procedures to protect our employees.

**Impact:** Continued Operation

**Attachments:** Most Current South Placer Fire District Covid-19 Response Plan, SPFD Directives Bulletin #2021-4 and the COVID-19 Prevention Program plan updates

**Karl Fowler**  
Fire Chief  
South Placer Fire District

# South Placer Fire District

## COVID-19 Response Plan



*This is a live document, subject to change as pandemic evolves.*

Effective 8/6/2021

Changes in Blue

## Introduction

- This plan represents the efforts of South Placer Fire District to prepare for a widespread infectious disease or pandemic event which could create an emergency or even a disaster. This plan is specific to South Placer Fire District. It does not supersede agency specific direction that can be found in **SPFD Bulletin #2021-4**, or direction from either a State Agency or from State or Local Health officials.

## Objectives

1. Maintain the **health and well-being** of agency personnel and their families.
2. Ensure continued **emergency response** capabilities to protect the citizens and to fulfill the District's mission.
3. Institute **preventive measures** at all South Placer Fire District Facilities.
4. Promote **proper hygiene** to prevent the further spread of the disease.
5. **Monitor the health** of employees to ensure they receive proper and appropriate care.

## Current Information

The Fire Chief or designee (Deputy Chief) will provide routine updates via email that reflect new information, direction and guidance as it becomes available from the CDC, Public Health, SSV, or other relevant sources. **If you have any questions about this plan or its direction contact your Battalion Chief.**

## Prevention and Preparedness

- No public presentations/ school visits (internal or external)
- Practice social distancing to the extent possible
- Review all CDC/Placer Public Health/State changes/recommendations when received
- All stations will be cleaned at a minimum of twice a shift or more often as appropriate.
- Prepare personal plan (home plan)
  - Preventative steps to prevent cross-contamination to family/friends
  - CDC Home plan check list:  
<https://www.cdc.gov/coronavirus/2019-ncov/community/home/index.html>

## Response

- Use enhanced dispatch and response procedures
- **Due to the spread of the Disease and the numbers of positive cases, address list are not being provided by HHS.**
- Placer County Dispatch will continue processing calls as normal, in addition to asking specific questions related to current pandemic. If the Dispatcher receives any

information that leads them to suspect the patient may have Covid-19 they will voice **“PPE Alert”** over the radio.

- Incidents dispatched with **“PPE Alert”**, recommended PPE includes: Disposable patient examination gloves, eye protection, disposable isolation gown, respiratory protection (N-95 or higher) for all personnel on the call.
- **The Dispatcher questioning is only as good as the information they receive back, do not rely on the absence of “PPE Alert” to assume the absence of COVID-19.**

## Patient Assessment & Treatment

### All Incidents:

- Personnel **will** exercise appropriate precautions when responding **to all incidents**.
  - **Personnel will wear a facemask on all patient contacts where Covid-19 is not suspected.** A single facemask can be worn for the entire shift unless the facemask becomes contaminated. If facemasks are unavailable personnel can utilize N95 respirators as above.
  - If possible, the patient should be instructed (either by dispatch or initial arriving responders) to meet EMS personnel outside the building or in an area that will allow for adequate distancing (living room, etc.).
  - If possible, initial assessment should occur from a distance of at least six (6) feet from the patient. Involve the fewest personnel required to minimize possible exposures.
  - Patient contact should be minimized to the extent possible until a facemask is placed on the patient.
  - If possible, a facemask should be worn by any patient with signs/symptoms of a respiratory infection for source control. If a nasal cannula is in place, a facemask should be worn over the nasal cannula. Alternatively, an oxygen mask can be used if clinically indicated. If none of these options are possible, have the patient cover their mouth/nose with tissue when coughing.
  - To reduce exposure risk, family members are not allowed to ride to receiving facility in District vehicles. Exception: Guardians of minors and other dependent individuals, Guardians will ride in the patient care compartment of ambulances in a seated position **and will be required to wear a mask at all times.**



- If COVID-19 is not suspected, personnel shall follow standard procedures and use appropriate PPE for routine evaluation of patients with a potential respiratory infection. **At a minimum, a simple face mask will be worn on all calls.**

### **If COVID-19 is suspected or known:**

- Involve the fewest personnel required to minimize possible exposures.
- Personnel providing direct patient care, or who will be in the ambulance patient care compartment with the patient, shall follow contact and airborne precautions. **Required** PPE includes:
  - N-95 or higher-level respirator or facemask (if a respirator is not available).
    - N-95 respirators or respirators that offer a higher level of protection should be used instead of a facemask when performing or present for an aerosol-generating procedure.
    - When the supply chain is restored, fit-tested EMS clinicians should return to use of respirators for patients with known or suspected COVID-19.
  - Eye protection (i.e., goggles or disposable face shield that fully covers the front and sides of the face). Personal eyeglasses and contact lenses are NOT considered adequate eye protection.
  - A single pair of disposable patient examination gloves. Change gloves if they become torn or heavily contaminated.
  - An isolation gown.

### **Precautions for Aerosol-Generating Procedures:**

- If possible, consult with the base/modified base hospital for specific guidance before performing aerosol-generating procedures.
- An N-95 or higher-level respirator, instead of a facemask, should be worn in addition to the other PPE described above, for personnel present for or performing aerosol-generating procedures.
- EMS personnel should exercise caution if an aerosol-generating procedure (BVM ventilation, oropharyngeal suctioning, endotracheal intubation, nebulizer treatment, CPAP, etc.) is necessary.
- If possible (i.e., while still on scene), the rear doors of the ambulance should be opened, and the HVAC system should be activated during aerosol-generating procedures. This should be done away from pedestrian traffic.
- Engine/Truck Personnel should not accompany ambulance personnel for transport unless patient is in cardiac arrest, respiratory failure, severe trauma, etc. Use your best clinical judgement if the additional exposure risk is needed for the appropriate treatment of your patient.

### Personal/PPE Hygiene:

- Respiratory and cough etiquette
- Wash hands with soap and water for a minimum of 20 seconds before and after contact with patients, after using PPE, and after touching contaminated surfaces
- Complete a gross decontamination at the scene, including medical gear and bags
- Properly doff and dispose of medical waste into biohazard bag
- Clean and disinfect boots using proper disinfectants
- If appropriate, shower and launder uniforms

### Staffing:

- Follow the existing callback procedure and staffing procedure.

### Staffing Reductions:

- If necessary, contact the Battalion Chief, who will immediately notify the Fire Chief. The Fire Chief will determine which units/stations are to be down-staffed due to Corona virus impacts. Medic Units will remain staffed as a priority.

### Exposure/Reporting

- Use the SPFD COVID-19 Prevention Program (CPP), contact on duty Battalion Chief for all exposures or potential exposures.
- **If exposed to someone who has a fever or respiratory symptoms without proper PPE or breach of PPE, contact the Battalion Chief and submit a completed Injury/Exposure incident report.**
- Testing protocol and development through Public Health/CDC and or Occupational Health. The District will use all means at its disposal to have our employees tested by the most expedient means available.

## Prevention/Preparedness

### Handshaking/Social Distancing

- Employees will refrain from “handshakes and fist bumps”, as this has shown to be source of transmission. Instead look at someone and acknowledge them with a head tilt.
- Individuals will maintain six (6) feet of social distancing whenever possible.

### Coughing and Sneezing:

- All employees will cough or sneeze into their face covering.

### Flu Like symptoms:

- Any employees with symptoms indicative of flu (fever, headache, muscle aches, respiratory symptoms, sore throat) should contact their supervisor immediately. Exposing fellow co-workers puts our workforce and vulnerable patients at risk. **The District has available to all employees for initial testing antigen rapid tests** contact Battalion Chief for testing location. If positive the District will provide PCR testing for confirmation.

### Communication:

- South Placer employees will contact their supervisor to assess that appropriate inventory levels of PPE are being met and to confirm and assess any employee health issues. The goal is to maintain sufficient personnel staffing for continuity of service and to identify any unrecognized trends of multiple illnesses.

### Inventory:

- South Placer Fire Logistical Leads will work to ensure a 30-day supply of available disinfecting cleaners and PPE for use in District storerooms.

### Medical Equipment Replacement

- Keep the fire station equipment stock at a level to be able to run emergency incidents for a two-week period at the minimum. This is to eliminate mixing of crews and reduce possible spread of COVID-19.  
Document any equipment needs to the appropriate contact Via Email with detailed descriptions of the need.

### Masks/Safety Glasses:

- If PPE becomes limited and **PPE is not contaminated** such as your N95 masks, you may use again. Eye protection can be cleaned and disinfected and used again. Use proper donning and doffing of PPE and launder and change clothing as needed.
- Mounting evidence shows that infected persons can transmit COVID-19 during the pre-symptomatic phase. EMS personnel are strongly advised to wear a facemask during all patient care activities, when the use of an N-95 or higher-level respirator is not indicated. A single facemask can be worn for the entire day. This will provide some protection to EMS personnel and will help to prevent inadvertent transmission from pre-symptomatic healthcare workers to patients and co-workers.
- To extend the supply of N95 respirators, CDC has issued guidance on decontamination processes for N95s using vaporous hydrogen peroxide, ultraviolet germicidal irradiation, or moist steam. N95s may be decontaminated 3-5 times, depending on the process, thereby greatly extending N95 supplies (<https://www.cdc.gov/coronavirus/2019->

[ncov/hcp/ppe-strategy/decontamination-reuse-respirators.html](https://www.cdc.gov/nCoV/hcp/ppe-strategy/decontamination-reuse-respirators.html)). Currently the District has a sufficient supply of new N95's for use within the District.

### Non-Emergency Use of Facial Coverings

- Face Coverings – Follow Bulletin #2021-4 and the Districts COVID—19 Prevention Program . Face coverings are not to be used to replace current PPE guidelines.

## South Placer Fire District Employees with Signs and Symptoms of Covid-19

- Upon leaving work, the employee will be given direction for receiving a COVID-19 test by their Battalion Chief or Supervisor.
- The District has available to all employees for initial testing antigen rapid tests contact Battalion Chief for testing location. If positive the District will provide PCR testing for confirmation.

A COVID-19 Test will be administered as soon as medically possible under the direction of the on duty Battalion Chief or Supervisor. The District may identify an alternate COVID -19 testing facility or site in addition to or in place of the ER, County recommended or Occupational Health testing. This is to get test results returned in the minimum amount of time. The OptumServe testing may not be the fastest available testing but may still be used in conjunction with other available testing sites and or vendors.

- Priority Covid-19 Testing for First Responders- Testing process is reported to be working well, as stated below all first responders who want a test can be tested you do not have to be symptomatic.
  - M-F, 0700 – 1900
  - Appointment only
    - Online appointments are available at <https://lhi.care/covidtesting>
    - Phone registration will only be used for people without internet access at [888-634-1123](tel:888-634-1123)
  - Up to 12 appointments per hour
  - Symptomatic
  - Asymptomatic first responders
  - OptumServe will bill insurance for those with insurance or bill the State for individuals without insurance.
- StemExpress drive through testing at 1743 Creekside Dr. Folsom, Ca 95630
  - For online appointment <https://www.stemexpress.com/get-tested-for-covid-19/>

- Or call (530)317-7003
- Any employee who is sent home by a supervisor or manager or elects to isolate at the Employee Support Center with symptoms of COVID-19 shall be placed on paid administrative leave (unless the district demonstrates that the case is not work related) until the employee receives a negative COVID-19 test result.
- Any employee who voluntarily calls in sick to prevent the spread of COVID-19 or symptoms thereof and is ultimately determined to be positive for COVID-19, shall have any sick leave used converted to administrative leave unless the district demonstrates that the case is not work related.

## **South Placer Fire District Employees with an Exposure or Possible Exposure to Covid-19**

- **Follow Guidelines in SPFD COVID -19 Prevention Program**
- **The District has available to all employees for initial testing antigen rapid tests contact Battalion Chief for testing location. If positive the District will provide PCR testing for confirmation.**
- **Recommend that an employee with an exposure or possible exposure receive a baseline test upon receiving confirmation of exposure. Use OptumServe, StemExpress or Health Care Provider Testing.**
- **Expedited Testing will be provided as defined within the COVID-19 Prevention Program at the appropriate timeframes.**

### **Employee Support Center**

- **Station 16 has been closed, and Medic 16 moved to Station 17. This has been done at the order of the Fire Chief.**
- Station 16 will be utilized as an Employee Support Center, during isolation periods in the event an employee becomes symptomatic, this is an option to the employee. If the employee wishes, they may choose to isolate at home. Isolation at a District supported Employee Support Center will be provided until a negative COVID-19 Test is received or the employee is cleared by a physician to return to duty.
- Support to be provided at the Employee Support Center will include:
  - Utilities- Gas, Electricity, Etc.
  - Subsistence- Runners, Pick-up/Delivery, Stock Station with basic level needs.
  - Finance - District - As approved by Fire Chief
  - Communications- Station Phones / Radios - Emergency use

- Personal Item assistance- Assist with obtaining personal Items
  - Medical Evaluation/Doctor visits- Supported with on-duty personnel and administration as needed.
  - **Note: Medical Care is not provided, if employee needs continual care the employee must seek medical care / treatment at a medical facility as direct by their health care professional or occupational health care provider. In an Emergency Situation Call 911.**
- The Employee Support Center will be monitored daily for any logistical needs.
  - Logistical needs will be monitored and requested through the on-duty Battalion Chief and or Administrative Chief Officers.
  - At the time more capacity is needed beyond which the Station 16 Support Center can accommodate, the Fire Chief may alter operations at other facilities to support the ongoing isolation of District employees. Commercial lodging facilities may be considered but the District faces many logistical restrictions with this option.
  - The stations/employee support center will not be open to the public, no visitors or family will be allowed [with the exceptions of station's 17 front public area and the training room.](#)

### **Employee & Family Support**

If an employee is utilizing an Employee Support Center, the following units of the District are a support resource for the employee and their family members:

- Local 522 - South Placer Unit
- South Placer Fire Administrative Officers Association -SPFAOA
- South Placer Firefighters Association
- South Placer Peer Support/Chaplain Service
- Chief Officers
- Employee Assistance Program (EAP)

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# SOUTH PLACER FIRE DISTRICT

## BULLETIN #2021-4

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**TO:** ALL PERSONNEL  
**FROM:** BATTALION CHIEF BROOKS  
**SUBJECT:** REVISED COVID-19 DIRECTIVES  
**DATE ISSUED:** JUNE 23, 2021  
**DATE SUPERCEDED:**

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### **Supersedes District Bulletin #2021-3**

The Districts Administration has been closely monitoring all facets of the COVID-19 Pandemic, including the termination of the State Tier System on June 15, 2021. On June 17, 2021, Cal-OSHA met and released a revision to the COVID-19 Prevention Regulations. The pandemic has not ended, and the Governor has not lifted the state of emergency. It is still our responsibility as an organization to ensure we provide uninterrupted service delivery to our community while complying with this mandate. Our employees' health and safety is our top priority along with providing exceptional service to our community.

Cal OSHA has updated Section 3205 found within the California Code of Regulations Title 8, Division 1, Chapter 4 regarding workplace practices related to COVID-19. These regulations have been adopted and are now in effect within the State of California. Cal OSHA is actively enforcing this regulation. The fire service is not exempt from these regulations.

Due to the Cal OSHA regulations the directives were revised on June 17, 2021; the district has updated the SPFD COVID-19 Plan and the SPFD COVID-19 Prevention Program. The SPFD COVID-19 Prevention Program is a guide to compliance under Cal OSHA workplace practices regarding COVID -19. This program is specific to the South Placer Fire District and will be amended as needed. The SPFD COVID-19 Prevention Program, these Directives, and the SPFD COVID-19 Plan will help guide the district through the pandemic.

Compliance is mandatory for employees; however, employees should take the self-initiative and ensure they are meeting all the outlined requirements. Through reducing the chance of exposure on and off duty by following the regulations on duty, and general guidance off duty, the likelihood of illness and staffing impacts due to illness will be reduced.

Therefore, effective immediately, we will follow the updated directives to ensure continued compliance with the Cal OSHA COVID-19 Workplace Practices Section 3205 Emergency Action and more importantly to protect our employees and the service we provide:

**Directives (Effective Immediately and in place until further notice):**

1. **All Stations are on lock-down** from outside visitors except for the public area inside the front of Station 17 and the training room during SPFD Board meetings. ***No public including family members allowed in the living areas of fire stations.*** Visitors inside the Station 17 public area and the training room are required to wear a mask when required by orders from the CDPH. No public classes or tours unless approved by the Fire Chief or his designee.
2. **Calling in Sick** – If calling in sick with flu like symptoms call in sick to the on-duty Battalion Chief. This will expedite activation of the COVID-19 Plan and contact tracing within the district. **For all other sick leave issues follow the normal call-in procedures.**
3. **Administrative Staff** – Front Office is open to the public in the public entrance to the front office at Station 17.

**“Fully vaccinated” means the employer has documented that the person received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine.**

4. **Personnel that are “Fully Vaccinated” are only required to wear a mask when required by orders from the CDPH.**
5. **Personnel that are not “Fully Vaccinated”:** are to wear a face cover while indoors or in a vehicle. This includes while working within the fire station, traveling in fire apparatus, and in the public. There are some exceptions as outlined in the Cal OSHA regulation including:
  - While working or covered under other Cal OSHA standards outlined in Title 8 that are more restrictive and provide equal or greater respiratory protections (such as an SCBA, P100 or N95 is used.) These standards include Sections 5144 Respiratory Protection and 5199 Aerosol Transmissible Diseases Standard (ATD). You do not need to combine the standards. For example, a face covering is not needed while using an SCBA.
  - While eating or drinking indoors, social distancing of six feet will be maintained.
  - While exercising alone in a well-ventilated room. Exercise equipment must be cleaned between employees prior and after use.
  - While isolated in a room by yourself.
  - While outdoors
  - While traveling in a vehicle alone.
  - While sleeping in a bed.
  - For additional information refer to Section 3205.
  - **A face covering will be worn as soon as it is feasible after following a mask wearing exception as outlined above or in Section 3205.**

<https://www.dir.ca.gov/OSHSB/documents/COVID-19-Prevention-Emergency-apprvdtxt.pdf>

6. **Training and interactions with other stations.** – allowed
7. **District Board Meetings** – open meetings allowed



8. **On Duty out in the public-** Face coverings while in the public is mandatory for unvaccinated employees when indoors or in a vehicle with others.
9. **Board of Directors** – Are allowed to enter fire stations with the same constraints as any other district personnel.

*Nothing in these Directives is intended to limit more protective or stringent Federal, State, or local health department mandates or guidelines. The South Placer Fire Districts COVID-19 Response Plans, Aerosol Transmissible Disease Plan (ATD Plan), Blood Bourn Pathogens Plan (BBP Plan), SPFD COVID-19 Prevention Program and IAPP work in conjunction with these directives to maintain the Health and Safety of all the Districts Employees.*

*We must remain fluid in our operational practices as the COVID-19 situation continues to evolve. We are monitoring all facets of the organization on a continuous basis and will continue to take proactive measures necessary to maintain a healthy workforce and maintain our essential services to serve the public.*

# **South Placer Fire District COVID-19 Prevention Program 6-23-2021**



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This COVID-19 Prevention Program (CPP) is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

**Date:** 6-21-2021

## **SCOPE**

This policy applies to all employees with the following exceptions:

- a. Work locations with one employee who does not have contact with other persons
- b. Employees working from home
- c. Employees with occupational exposure as defined by Cal/OSHA Title 8 Section 5199, when covered by that section
- d. Employees teleworking from a location of the employee's choice that is not under the control of South Placer Fire District

## **AUTHORITY AND RESPONSIBILITY**

The Fire Chief has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices; following all directives, policies, and procedures; and assisting in maintaining a safe work environment.

## **IDENTIFICATION AND EVALUATION OF COVID-19 HAZARDS**

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the Appendix B: Identification of COVID-19 Hazards form.
- Evaluate employees' potential workplace exposures to all persons at or who may enter our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the Appendix C: COVID-19 Inspections form as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies, directives and procedures.

## **Employee Participation**

Employees and their authorized employee representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards. Employees can participate by communicating potential or perceived workplace COVID -19 hazards to their immediate supervisor. Employee representatives are directly involved with the ongoing implementation and updating of this plan and the Covid -19 Directives in collaboration with the Districts administration.

## **Employee Screening**

We screen our employees at the beginning of every shift (24hr work period), temperatures are taken with non-contact thermometers and employees general health screened. The results of each employee's daily screen are documented in the Target Solutions program. We ensure face covering are always worn in the workplace.

- At the beginning of each shift, the captain will conduct a Covid-19 screening which will be documented in the daily Safety Briefing on Target Solutions notating temperature of all crew members and if any symptoms are present.
- Common Symptoms of COVID-19 Include –
  - Fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person's symptoms were caused by a known condition other than COVID-19.
  - Each station is issued a MedSource Non-Contact Infrared Body Thermometer Model MS-131002 with User Manual. This is to remain in the captain's office. A spare will be in the administrative office.
  - How to operate:
    - The thermometer is aligned with the middle of the forehead to measure body temperature (between the eyebrows) and keep the distance at 1-5cms, press the On/Scan button. Please refer to User Manual for further operating instructions.

## **Ventilation and Filtration Efficiency**

For indoor locations, we will evaluate how to maximize ventilation with outdoor air to the highest level of filtration efficiency compatible with the existing ventilation system and whether the use of portable or mounted high efficiency particulate air (HEPA) filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission.

We will review applicable orders and guidance from the State of California and the local health department related to COVID-19 hazards and prevention. These orders and guidance are both information of general application, including Interim Guidance for Ventilation, Filtration, and Air

Quality in Indoor Environments by the California Department of Public Health (CDPH) and information specific to our industry, location, and operations.

## **CORRECTION OF COVID-19 HAZARDS**

Unsafe or unhealthy work conditions, practices, or procedures will be documented on the Appendix C: COVID-19 Inspection form and corrected in a timely manner based on the severity of the hazards, as follows:

- The severity of the hazard will be assessed, and correction time frames assigned accordingly.
- Individuals are identified as being responsible for timely correction.
- Follow-up measures are taken to ensure timely correction.

## **CONTROL OF COVID-19 HAZARDS**

### **Face Coverings**

For all employees who are not fully vaccinated, we will provide face coverings and ensure they are worn when indoors or in vehicles and where required by orders from the CDPH. We will ensure required face coverings are clean and undamaged, and they are worn over the nose and mouth.

**Face coverings can be obtained by contacting your supervisor.**

1. **Personnel** are to wear a face cover while at work. This includes while working within the fire station, traveling in fire apparatus, and in the public. When employees are required to wear face coverings under this section 3205 or sections 3205.1 through 3205.4, the following exceptions apply:
  - While working or covered under other Cal OSHA standards outlined in Title 8 that are more restrictive and provide equal or greater respiratory protections (such as an SCBA, P100 or N95 is used.) These standards include Sections 5144 Respiratory Protection and 5199 Aerosol Transmissible Diseases Standard (ATD). You do not need to combine the standards. For example, a face covering is not needed while using an SCBA.
  - While eating or drinking. Social distancing of six feet will be maintained while eating or drinking. A facial covering will be worn while preparing food.
  - While exercising alone in a well-ventilated room or exercising outside with a social distancing of six feet or more. Exercise equipment must be cleaned between employees prior and after use.
  - While isolated in a room by yourself.
  - While traveling in a vehicle alone.
  - While sleeping in a bed with six feet or more of separation.
  - For additional information refer to Section 3205.
  - **A face covering will be worn as soon as it is feasible after following a mask wearing exception as outlined above or in Section 3205.**

2. Any employee not wearing a face covering, pursuant to the exceptions listed in items (d) and (e) above, and not wearing a non-restrictive alternative when allowed by Section 3205 (c)(6)(E) shall be at least six feet apart from all other persons unless the unmasked employee is either fully vaccinated or tested at least weekly for COVID-19 during employee paid time and at no cost to the employee.
3. When face coverings are not required by this section, section 3205, or sections 3205.1 through 3205.4, we will provide face coverings to employees upon request, regardless of vaccination status.

### **Engineering Controls**

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- Properly maintaining and adjusting ventilation control systems on a regular basis.
- We will reduce outside air in the event of a “Unhealthy” Air Quality Index rating from National Weather Service.
- We will ensure that the ventilation systems is maintained and adjusted as recommended by an HVAC expert.
- If possible, we will increase filtration efficiency to the highest level compatible with the existing ventilation system by consulting with an HVAC expert.

### **Cleaning and Disinfecting**

The following cleaning and disinfection measures for frequently touched surfaces have been implemented

- **Daily cleaning of all facilities** will include, all common areas including but not limited to handrails, doorknobs, surfaces and floors with proper disinfectant sprays and solutions.
  - Disinfectant Spray / Disinfectant wipes
  - Hand sanitizer
  - Soap and water
- As needed and minimum of daily disinfecting of engine/truck/medic/duty rigs:
  - Headsets/Mic
  - Steering Wheel
  - Door Latches
  - Window controls and dashboard controls
- After each response or public contact, immediately disinfect yourself, apparatus, equipment, gear, PPE/uniform.
- Conference rooms are also disinfecting after each use by employees.
- Employees have been instructed to clean their workspace each day, especially high

contact areas such as keyboard, mouse, phones, headsets, door handles, light switches, and desktops.

- Employees have been instructed to follow the manufacturer's instructions for all cleaning and disinfection products (e.g., safety requirements, personal protective equipment, concentration, contact time).
- The EMS Supply Coordinator and all department heads conduct inventory to ensure there are adequate supplies to support cleaning and disinfection practices.
- Disposable gloves are provided to employees who handle items touched by the public.
- Hand sanitizer stations are in place, and employees are encouraged to wash their hands frequently with soap and water for 20 seconds
- South Placer Fire Logistical Leads will work to ensure a 30-day supply of available disinfecting cleaners and PPE for use in District storerooms.

Should we have a COVID-19 case in our workplace, we have implemented the following procedures:

- SPFD Fire Facility Decon Protocol-This document can be found in Target Solutions/File Center/Decon/Disinfection Procedures

Should we have a COVID-19 case during the high-risk exposure period, and disinfection of the area, material or equipment is indoors and will be used by another employee within 24 hours of the COVID-19 case, employees will not be allowed in the area where a COVID-19 confirmed or suspected employee/person worked until the area has been deep cleaned and disinfected.

Deep cleaning will consist of the following procedures:

- Waiting for 24 hours, if possible, before cleaning and sanitizing to minimize the potential for exposure to respiratory droplets.
- Opening outside doors and windows to increase air circulation in the area.
- Using a disinfectant that is approved for use against SARS-CoV-2, the coronavirus that causes COVID-19.
- Disinfecting all touch points, not just the frequently touched surfaces.
- Making sure the custodial staff are properly trained and wear appropriate personal protective equipment.
- Removing any visible soil with a detergent-based cleaner before applying a disinfectant and following instructions on the product label for effective disinfecting. Some disinfectants are also cleaners and, therefore, can be used for both steps.
- Ensuring surfaces remain visibly wet for the contact time specified on the product label.

To minimize cross contamination, additional considerations when disinfecting surfaces may include:

- Disinfecting surfaces from clean areas to dirty areas. For example, restrooms being one of the highly contaminated areas should be cleaned last.
- Disinfecting surfaces from high areas to low areas, so any dirt or dust that may contain germs dislodged from above are removed when you clean the lower surfaces.



- Disinfecting last after other activities (including emptying trash, removing visible soil, and vacuuming) are complete, so any potentially contaminated dirt or dust do not re-contaminate already disinfected surfaces.

## **Hand Sanitizing**

In order to implement effective hand sanitizing procedures, we:

- Encourage and allow work time for employee handwashing.
  - Hand washing is the single most important action to prevent transmission of an infectious disease. All personnel should practice good hygiene by regularly washing their hands.
  - Always wash hands with soap and water or waterless instant hand antiseptic for a minimum of 20 to 30 seconds:
    - ✓ Avoid touching eyes, nose, mouth, especially with unwashed hands
    - ✓ After any patient contact (in addition to wearing gloves)
    - ✓ Before eating and drinking
    - ✓ Before cooking or handling food
    - ✓ After using the restroom
    - ✓ After any contact with vehicles and equipment, and when entering, offices and crews' quarters.
- Provide employees with an effective hand sanitizer and prohibiting hand sanitizers that contain methanol (i.e., methyl alcohol).

## **PPE Used to Control Employees' Exposure to COVID-19**

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

Upon request, we will provide respirators for voluntary use, in compliance with subsection 5144 (c)(2) to all employees who are not fully vaccinated and who are working indoors or in vehicles with more than one person. We will encourage their use and ensure employees are provided with a respirator of the correct size.

We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Additional measures will be utilized as required by state and local health departments.

We will make COVID-19 testing available, during employee paid time, at no cost to employees with COVID-19 symptoms who are not fully vaccinated

## INVESTIGATING AND RESPONDING TO COVID-19 CASES

This will be accomplished by using the Appendix D: Investigating COVID-19 Cases form. Unvaccinated employees who had potential COVID-19 exposure\* in our workplace will be:

- Informed of their possible exposure to COVID-19 in the workplace while maintaining confidentiality
- Offered COVID-19 testing through their health provider or if not covered by insurance offered testing through another provider at no cost during their working hours
- Provided information on benefits as outlined in the Training and Instruction section
- Advised of the temporary closing of the general area where the infected employee(s) worked until cleaning is completed
- Advised of the deep cleaning of the entire area where the infected employee(s) worked and may have been.

\*COVID exposure definition (Appendix G): Employee who was within six feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from two days before illness onset (or, for asymptomatic patients, two days prior to test specimen collection)

## SYSTEM FOR COMMUNICATING

Our goal is to ensure we have effective two-way communication with our employees in a form they can readily understand, and it includes the following information:

- Effective Immediately if calling in sick with flu like symptoms call in sick to the on-duty Battalion Chief. This will expedite activation of the COVID-19 Plan and contact tracing within the District. The District will use the form Appendix E to assist with contact tracing. **For all other sick leave issues follow the normal call-in procedures.**
- All employees can report symptoms and hazards without fear of reprisal.
- When the Employee has an exposure to Covid – 19 that is not work related, the District is not required by Cal OSHA to provide testing at the Districts expense. Depending on the situation mainly the time from exposure to notifying the District, expedited testing may be made available at the Districts expense. This testing determination will not be unreasonably withheld. Contact the Battalion Chief on Duty for testing determination. Other options available to the employee to receive Covid-19 testing for a non-work related exposure can be found in the Districts COVID -19 plan or with the employees primary healthcare physician.
- COVID-19 testing is not required for employees who are fully vaccinated before the close contact and do not have symptoms, and for COVID-19 cases who have returned to work pursuant to subsection 3205(c)(11)(A) or (B) and have remained free of COVID-19 symptoms, for 90 days after the initial onset of COVID-19 symptoms or, for COVID-19 cases who never developed symptoms, for 90 days after their first positive test.

- In the event we are required to provide testing because of a workplace exposure or outbreak, you will be given direction on where to schedule an expedited test at the Districts expense by the on-Duty Battalion Chief or Administrative Chief. We will then begin the contact tracing process and make the proper notifications to possible exposed employees and their labor representatives. The test will be provided on Duty or overtime will be paid to the employee for the time spent receiving a test for an on-Duty Exposure or illness.

## **TRAINING AND INSTRUCTION**

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws. This includes any benefits available under legally mandated sick and vaccination leave, if applicable, workers' compensation law, local governmental requirements, our leave policies, and leave guaranteed by contract, and Section 3205.
- The fact that:
  - COVID-19 is an infectious disease that can be spread through the air.
  - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
  - An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- Our policy for providing respirators, and the right of employees who are not fully vaccinated to request a respirator for voluntary use as stated in this program, without fear of retaliation and at no cost to employees. Whenever respirators are provided for voluntary use under this section or section 3205.1 through 3205.4, training will be provided on how to properly wear the respirator, and how to perform a seal check according to the manufacturer's instructions each time a respirator is worn, and the fact that facial hair interferes with the seal.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19 but are most effective when used in combination.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. COVID-19 is an airborne disease. N95s and more protective respirators protect the users from airborne disease while face coverings are intended to primarily protect people around the user.
- COVID-19 symptoms and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

- Information on our COVID-19 policy, how to access COVID-19 testing and vaccination; and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.
- The conditions under which face coverings must be worn at the workplace and that face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance cannot be maintained. Employees can request face coverings from the employer at no cost to the employee and can wear them at work, regardless of vaccination status, without fear of retaliation.

Appendix F: COVID-19 Training Roster will be used to document this training.

## **EXCLUSION OF COVID-19 CASES**

Where we have a COVID-19 case in our workplace and employees who had a close contact, we will limit transmission by:

- Ensuring COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding asymptomatic employees with COVID-19 exposure from the workplace for 10 days after the last known COVID-19 exposure to a COVID-19 case with or without testing.
- During critical staffing shortages when there are not enough staff to provide safe patient care, essential critical infrastructure workers in the following categories may return after Day 7 from the date of last exposure if they have received a negative PCR test result from a specimen collected after Day 5:
  - Exposed asymptomatic health care workers; and
  - Exposed asymptomatic emergency response and social services workers who work face-to-face with clients in the child welfare system or in assisted living facilities.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by:
  - We will allow employees to work remotely when they can fulfill their duties from home.
  - If work related exposure Employee, is covered under workers compensation benefits.
  - If Covid -19 Exposure is non-work related and a positive COVID -19 test obtained all sick leave used will be converted to Admin Time. If test is negative sick leave used will remain coded as sick leave.
- Providing employees at the time of exclusion with information on available benefits.

## **REPORTING, RECORD KEEPING, AND ACCESS**

It is our policy to:

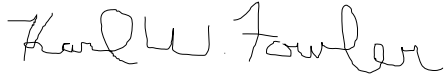
- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, to authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the Appendix D: Investigating COVID-19 Cases form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

## **RETURN-TO-WORK CRITERIA**

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
  - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
  - COVID-19 symptoms have improved.
  - At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
  - Exception: During critical staffing shortages as stated in the Exclusion of COVID-19 Cases section of this document.
- A negative COVID-19 test will not be required for an employee to return to work.
- Persons who have a close contact may return to work as follows:
  - Persons who had a close contact but never developed any COVID-19 symptoms may return to work when 10 days have passed since the last contact.
  - Persons who had a close contact and developed any COVID-19 symptom cannot return to work until the requirements listed above have been met, unless all of the following are true:
    - a. The person tested negative for COVID-19 using a polymerase chain reaction (PCR) COVID-19 test with specimen taken after the onset of symptoms; and
    - b. At least 10 days have passed since the last known close contact; and
    - c. The person has been symptom-free for at least 24 hours, without using fever-reducing medications.
- During critical staffing shortages when there are not enough staff to provide safe patient care, essential critical infrastructure workers in the following categories may return after Day 7 from the date of last exposure if they have received a negative PCR COVID-19 test result from a specimen collected after Day 5.
  - Health care workers who did not develop COVID-19 symptoms.

- Emergency response workers who did not develop COVID-19 symptoms; and
- Social services workers who did not develop COVID-19 symptoms and work face-to-face with clients in the child welfare system or in assisted living facilities.

If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period shall be in accordance with the return to work period is listed in the return to work criteria in this program.



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Karl Fowler, Fire Chief

6-21-2021

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Date

## Appendix A: Definitions

Close Contact	<p>Being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the “high-risk exposure period” defined by this section. This definition applies regardless of the use of face coverings.</p> <p>Exception: Employees have not had a close contact if they wore a respirator required by employer and used in compliance with section 5144, whenever they were within six feet of the COVID-19 case during the high-risk period.</p>
COVID-19	Coronavirus disease, an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)
COVID-19 Case	<p>A person who:</p> <ul style="list-style-type: none"> <li>(1) Has a positive “COVID-19 test” as defined in Section 3205</li> <li>(2) Has a positive COVID-19 diagnosis from a licensed health care provider; or</li> <li>(3) Is subject to COVID-19-related order to isolate issued by a local or state health official; or</li> <li>(4) Has died due to COVID-19, in determination of a local health department or per inclusion in the COVID-19 statistics of a county.</li> </ul>
COVID-19 Hazard	Exposure to potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person or persons exhaling, talking or vocalizing, coughing or sneezing, or from procedures performed on a person that may aerosolize saliva or respiratory tract fluids. This also includes objects or surfaces that may be contaminated with SARS-CoV-2.
COVID-19 Symptoms	Fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person’s symptoms were caused by a known condition other than COVID-19.
COVID-19 Test	<p>A viral test for SARS-CoV-2 that is:</p> <ul style="list-style-type: none"> <li>(1) Approved by the United States Food and Drug Administration (FDA) or has an Emergency Use Authorization from the FDA to diagnose current infection with the SARS-CoV-2 virus; and</li> <li>(2) Administered in accordance with the FDA approval or FDA Emergency Use Authorization as applicable.</li> </ul>

Exposed Group	<p>All employees at a work location, working area, or a common area at work, where an employee was present at any time during the high-risk exposure period. A common area at work includes bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. The following exceptions apply;</p> <p>A) For the purposed of determining the exposed group, a place where persons momentarily pass through while everyone is wearing face coverings, without congregating, is not a work location, working area, or a common area at work.</p> <p>B) If the COVID-19 case was part of a distinct group of employees who are not present at the workplace at the same time as other employees, for instance a work crew or shift that does not overlap with another work crew or shift, only employees within that distinct group are part of the exposed group.</p> <p>C) If the COVID-19 case visited a work location, working area, or a common area at work for less than 15 minutes during the high-risk exposure period, and all persons were wearing face coverings at the time the COVID-19 case was present, other people at the work location, working area, or common area are not part of the exposed group.</p> <p>NOTE: An exposed group may include the employees of more than one employer. See Labor Code sections 6303 and 64304.1.</p>
Face Covering	A surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or non-woven material of at least two layers. A face covering has no visible holes or openings and must cover the nose and mouth. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric.
Fully Vaccinated	The employer has documented that the person received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single dose COVID-19 vaccine. Vaccines must be FDA approved; or have an emergency use authorization from the FDA; or, for persons fully vaccinated outside the United States, be listed for emergency use by the World Health Organization (WHO).
High-Risk Exposure Period	<p>The following time period:</p> <p>(1) For COVID-19 cases who develop COVID-19 symptoms: from 2 days before they first develop symptoms until all of the following are true; it has been 10 days since symptoms first appeared, 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved</p> <p>(2) For COVID-19 cases who never develop COVID-19 symptoms: from 2 days before until 10 days after the specimen for their first positive test for COVID-19 was collected.</p>
Respirator	A respiratory protection device approved by the National Institute for Occupational Safety and Health (NIOSH) to protect the wearer from particulate matters, such as an N95 filtering facepiece respirator.



Worksite	For the limited purposes of COVID-19 prevention regulations only, it is a building, store, facility, agricultural field, or other location where a COVID-19 case was present during the high-risk exposure period. It does not apply to buildings, floors, or other locations of the employer that a COVID-19 case did not enter.
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## Appendix B: Identification of COVID-19 Hazards

All persons regardless of symptoms or negative COVID-19 test results will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

**Person conducting the evaluation:** Enter Name(s)

**Date:** Enter Date

**Name(s) of employee and authorized employee representative that participated:** Enter Name(s)

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation

## Appendix C: COVID-19 Inspections

Date: Enter date

Name of person conducting the inspection: Enter names

Work location evaluated: Enter information

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
<b>Engineering</b>			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Add any additional controls your workplace is using			
<b>Administrative</b>			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
Add any additional controls your workplace is using			
<b>PPE</b> (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			
Add any additional controls your workplace is using			

## Appendix D: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

**Date:** [Enter date](#)

**Name of person conducting the investigation:** [Enter name\(s\)](#)

COVID-19 Case Investigation Information			
Employee (or non-employee*) name:		Occupation (if non-employee, why they were in the workplace):	
Location where employee worked (or non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	
Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):			

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:			
All employees who may have had a close contact with a COVID-19 case and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

\*Should an employer be made aware of a non-employee infection source COVID-19 status.

### Appendix E: Potential COVID-19 Exposure Contact Tracing

Name/Title of Person Being Traced: \_\_\_\_\_

Date Form was Completed: \_\_\_\_\_

<b>Date I was within 6 feet (with or without a mask) of this person</b>	<b>Duration (Total number of minutes during a 24-hour period)</b>	<b>Name/Title of the Person Involved</b>	<b>Location/Task Where Contact was Made</b>

## Appendix F: COVID-19 Training Roster

**Date:** Enter date

**Person that conducted the training:** Enter name(s)

Employee Name	Signature

## Appendix H: COVID Vaccination Self- Attestation Statement

### South Placer Fire District

I, \_\_\_\_\_, attest that I have:

- ☐ Have been fully vaccinated for COVID-19 (attach proof of vaccination)
- ☐ Have not been fully vaccinated for COVID-19
- ☐ Choose not to disclose my vaccination status

I understand that:

- if I am unvaccinated or choose not to disclose my vaccination status, that Cal/OSHA requires that I wear face coverings when indoors or in a vehicle, and/or when required by CDPH.
- South Placer Fire District will provide me with face coverings that are clean and undamaged, and that I may contact my supervisor for replacements.
- South Placer Fire District will provide a respirator if I request one and that it is my responsibility to wear it properly and ensure I have a proper seal when I wear it.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date



## **Additional Considerations**

### **Additional Consideration #1**

#### **Multiple COVID-19 Infections and COVID-19 Outbreaks**

This section will need to be added to your CPP if your workplace is identified by a local health department as the location of a COVID-19 outbreak, or there are three or more COVID-19 cases within an exposed workgroup and they visited the workplace during the high-risk exposure period at any time during a 14-day period. Reference section 3205.1 for details.

This section of the CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### **COVID-19 testing**

- We will make COVID-19 testing available at no cost to all employees within the exposed group except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period, or employees who were fully vaccinated before section 3205.1 became applicable and who do not have COVID-19 symptoms; and for COVID-19 cases who did not develop symptoms after returning to work pursuant to subsections 3205(c)(11)(A) or (B), no testing is required for 90 days after the initial onset of COVID-19 symptoms or, for COVID-19 cases who never developed symptoms, 90 days after the first positive test. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
  - Testing shall be made available to all employees in the exposed group and then again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
  - After the first two COVID-19 tests, we will continue to make COVID-19 testing available once a week at no cost to all employees in the exposed group who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until this section no longer applies, pursuant to more protective stringent state or local health department mandates or guidance. Any employees in the exposed group who are not wearing respirators required by this policy and used in compliance with section 5144 shall be separated from other persons by at least six feet, except where it can be demonstrated that six feet of separation is not feasible, and except for momentary exposure while persons are in movement. When it is not feasible to maintain a distance of at least six feet, individuals shall be as far apart as feasible.

All employees in the exposed group shall wear face coverings when indoors or when outdoors and less than six feet from another person, unless one of the exceptions in subsection 3205 (c)(6) (D) applies.

Notice shall be given to employees in the exposed group of their right to request a respirator for voluntary use under subsection 3205(c)(7)(D)2., if they are not fully vaccinated.

An evaluation of the worksite will be completed to determine whether to implement physical distancing of at least six feet between persons or, where six feet of physical distancing is not feasible, the use of cleanable solid partitions of sufficient size to reduce COVID-19 transmission.

### **COVID-19 investigation, review and hazard correction**

In addition to our CPP *Identification and Evaluation of COVID-19 Hazards and Correction of COVID-19 Hazards*, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
  - Moving indoor tasks outdoors or having them performed remotely.
  - Increasing outdoor air supply when work is done indoors.
  - Improving air filtration.
  - Increasing physical distancing as much as possible.
  - Respiratory protection.

In buildings or structures with mechanical ventilation, we will filter recirculated air with minimum efficiency reporting value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable mounted high efficiency particulate air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, will implement their use to the degree feasible.

## **Additional Consideration #2**

### **Major COVID-19 Outbreaks**

This section will need to be added to your CPP should your workplace experience 20 or more employee COVID-19 cases within a 30-day period. Reference section 3205.2 for details.

This section of the CPP will stay in effect until there are fewer than three COVID-19 cases detected in the exposed group for a 14-day period.

#### **COVID-19 testing**

We will continue to comply with Section 3205.1 and Additional Consideration #1, except that COVID-19 testing described in section 3205.1(b) shall be made available to all employees in the exposed group, regardless of vaccination status twice a week, or more frequently if recommended by the local health department. COVID-19 testing will be provided at no cost to employees during employees' working hours.

We will provide a respirator for voluntary use in compliance with subsection 5144 (c)(2) to employees in the exposed groups and will determine the need for a respiratory protection program or changes to an existing respiratory protection program under section 5144 to address COVID-19 hazards.

Any employees in the exposed group who are not wearing respirators required by this policy and used in compliance with section 5144 shall be separated from other persons by at least six feet, except where it can be demonstrated that six feet of separation is not feasible, and except momentary exposure while persons are in movement. Methods of physical distancing include: telework or other remote work arrangements; reducing the number of persons in an area at one time, including visitors; visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel; staggered arrival, departure, work, and break times; and adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees. When it is not feasible to maintain a distance of at least six feet, individuals shall be as far apart as feasible.

At workstations where an employee in the exposed group is assigned to work for an extended period of time, such as cash registers, desks, and production line stations, and where physical distancing requirements in this policy is not maintained at all times, the employer shall install cleanable solid partitions that effectively reduce transmission between the employee and other persons.

We will evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.

SOUTH PLACER FIRE PROTECTION DISTRICT  
PARS OPEB Trust ProgramAccount Report for the Period  
6/1/2021 to 6/30/2021Eric Walder  
Fire Chief  
South Placer Fire Protection District  
6900 Eureka Rd.  
Granite Bay, CA 95746*Account Summary*

Source	Beginning Balance as of 6/1/2021	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 6/30/2021
OPEB	\$1,512,104.36	\$40,000.00	\$17,398.68	\$748.52	\$0.00	\$0.00	\$1,568,754.52
Totals	\$1,512,104.36	\$40,000.00	\$17,398.68	\$748.52	\$0.00	\$0.00	\$1,568,754.52

*Investment Selection*

Source	
OPEB	Moderate HighMark PLUS

*Investment Objective*

Source	
OPEB	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

*Investment Return*

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	1.14%	4.76%	22.70%	10.93%	9.83%	-	5/31/2012

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

**SOUTH PLACER FIRE PROTECTION DISTRICT**  
**PARS OPEB Trust Program**Account Report for the Period  
7/1/2020 to 6/30/2021Eric Walder  
Fire Chief  
South Placer Fire Protection District  
6900 Eureka Rd.  
Granite Bay, CA 95746*Account Summary*

Source	Beginning Balance as of 7/1/2020	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 6/30/2021
OPEB	\$1,253,111.96	\$40,000.00	\$283,946.12	\$8,303.56	\$0.00	\$0.00	\$1,568,754.52
<b>Totals</b>	<b>\$1,253,111.96</b>	<b>\$40,000.00</b>	<b>\$283,946.12</b>	<b>\$8,303.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,568,754.52</b>

*Investment Selection*

## Source

OPEB Moderate HighMark PLUS

*Investment Objective*

## Source

OPEB The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

*Investment Return*

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OPEB	1.14%	4.76%	22.70%	10.93%	9.83%	-	5/31/2012

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

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Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.  
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees





Robert W. Johnson  
*an accountancy corporation*

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www.bob-johnson-cpa.com

July 14, 2021

Board of Directors  
South Placer Fire District  
6900 Eureka Road  
Granite Bay, CA 95746

We are pleased to confirm our understanding of the services we are to provide for South Placer Fire District for the year ended June 30, 2021. Please read this letter carefully because it is important to both Robert W. Johnson, An Accountancy Corporation and South Placer Fire District that you understand and accept the terms under which we have agreed to perform our services, as well as management's responsibilities under this agreement.

We will audit the statement of net position and governmental fund balance sheet of South Placer Fire District as of June 30, 2021, and the related statements of activities and governmental fund revenues, expenditures, and changes in fund balances and revenues and expenditures compared to budget for the year then ended, and the related notes to financial statements.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as for CalPERS defined benefit plans and Post-Employment Benefit Plans Other than Pensions (OPEB), to supplement South Placer Fire District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to South Placer Fire District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



We have also been engaged to report on supplementary information other than required supplementary information (RSI) that accompanies South Placer Fire District's financial statements. We will subject supplementary information to the auditing procedures applied in our audit of the financial statements, in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole.

### **Audit Objective**

The objective of our audit is the expression of an opinion as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the preceding paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America, and the State Controller's Minimum Audit Requirements for California Special Districts, and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of South Placer Fire District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or may withdraw from this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements may exist and may not be detected by us, even though the audit is properly planned and performed in



accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of South Placer Fire District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

#### **Other Services**

We will also assist in preparing the financial statements and related notes of South Placer Fire District in conformity with U.S. generally accepted accounting principles based on information provided by you, including certain accounting or reporting associated with defined benefit pension plans and OPEB plans. We may also assist the



District by maintaining the depreciation schedule. The other services are limited to the financial statement preparation, defined benefit pension plan and OPEB reporting, and depreciation schedule services as previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Responsibilities of Management and Those Charged with Governance**

By your signature below, you acknowledge that management understands and agrees to assume all of the responsibilities stipulated in this section. As part of our engagement, we may advise you about appropriate accounting principles and their application; however, the management of South Placer Fire District acknowledges and understands that the final responsibility for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America remains with you. Other management responsibilities include maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on



the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services or any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

The audit documentation for this engagement is the property of Robert W. Johnson, An Accountancy Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the cognizant or oversight agency or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Robert W. Johnson, An Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

Our estimated maximum fee to perform the June 30, 2021 audit is as follows:

Estimated maximum fee to perform the June 30, 2021 audit                      \$ 13,700

We appreciate the opportunity to be of service to South Placer Fire District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

*Mary Cummins*

Mary Cummins, CPA

MC:mcc

RESPONSE:

This letter correctly sets forth the understanding of South Placer Fire District.

Management Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





## FIRE AGENCIES SELF INSURANCE SYSTEM

1750 Creekside Oaks Drive, Suite 200

Sacramento, CA 95833

800-541-4591 Fax 916-244-1199

Via Email

July 22, 2021

Chief Ken Fowler  
South Placer Fire Protection District  
6900 Eureka Road  
Granite Bay, CA 95746

### RE: 2021-2022 FASIS Safety and Risk Control Visits

Dear Chief Fowler:

Every three program years, the FASIS Risk Control staff reaches out to the current membership to conduct the compulsory triennial Safety and Risk Control visit. This visit includes a formal survey of the member's safety programs and facilitates the opportunity to update the member regarding FASIS services available. Below are the survey sections to be reviewed during the visit:

- Injury and Illness Prevention Program (IIPP) – *Mandated by FASIS Joint Powers Agreement, Article 19, Section B*
- Training
- Pre-Employment Screening
- Respiratory Protection
- Bloodborne Pathogens (BBP)
- Aerosol Transmissible Diseases (ATD)
- Alcohol and Drug Policy
- Wellness and Fitness
- Standard Operating Guidelines
- Workplace Violence in Healthcare

For the 2021-2022 FASIS program year, all the FASIS Board Member districts are scheduled for a visit. It is customary for Jennifer Jobe (FASIS Administrator) and I to meet in-person with your district for this important review. Please plan for 90-120 minutes for the meeting.

I will be contacting your district in the next couple of months, using the contact information below, to schedule the triennial visit. If this is incorrect, or you would like us to arrange the meeting with other district staff, please contact me ([lee.sorenson@sedgwick.com](mailto:lee.sorenson@sedgwick.com)) with further or more appropriate contact information:

Primary Contact

Ken Fowler – Fire Chief - [kfowler@southplacerville.org](mailto:kfowler@southplacerville.org) - (916) 791-7059

Secondary Contact

Kathy Medeiros - Fiscal Operations - [kmediros@southplacerville.org](mailto:kmediros@southplacerville.org) - (916) 791-7518

Please contact me directly with any questions or concerns. Jennifer & I look forward to our visit.

Best regards,



**Lee W. Sorenson - ARM-P, CEAS, AFO**

**FASIS Risk Control Manager**

DIRECT 916.244.1168 | FAX 916.244.1199

CELL 916.730.0918 | EMAIL [lee.sorenson@sedgwick.com](mailto:lee.sorenson@sedgwick.com)

cc: Jennifer L. Jobe – FASIS Administrator  
Chief Howard Wood - FASIS Board President  
Gary Grenfield – Director & FASIS Board Member [wiseowl@wavecable.com](mailto:wiseowl@wavecable.com)

2021-032