



Stanislaus Consolidated Fire Protection District

3324 Topeka Street

Riverbank, CA 95367

Phone: (209) 869-7470 Fax: (209) 869-7475

Email: admin@scfpd.us

www.scfpd.us

Jonathan Goulding
President
BOS District 2

Brandon Rivers
Vice President
Waterford

Greg Bernardi
Director
BOS District 1

Charles E. Neal
Director
Riverbank

Steven Stanfield
Director
BOS District 1

AGENDA

March 30, 2023 at 6:00 p.m.

SPECIAL MEETING OF THE STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Station 26 Meeting Room, 3318 Topeka Street, Riverbank, CA

(THE AGENDA PACKET IS POSTED AT EACH SCFPD LOCATION AND AT WWW.SCFPD.US)

1. CALL TO ORDER

President Goulding

2. PLEDGE OF ALLEGIANCE

President Goulding

3. INVOCATION

Pastor Charles E. Neal with Riverbank Assembly of God Church

4. ROLL CALL

Board President: Goulding
Board Vice President: Rivers
Director: Bernardi
Director: Neal
Director: Stanfield

5. APPROVAL OF AGENDA – at this time, a Board Member may pull an item from the agenda

6. CONFLICT OF INTEREST DECLARATION – Declaration by Board of Director members who may have a conflict of Interest on any scheduled agenda item is to declare their conflict at this time.

7. PRESENTATION/ACKNOWLEDGEMENTS

Item 7.A: Employee Recognition of Years of Service

Item 7.B: New Hires/Promotions/Retiree Announcements

8. PUBLIC COMMENTS- *The Board of Directors welcomes participation in Board meetings. Matters under the jurisdiction of the Board that are not posted on the agenda may be addressed by the public. California law prohibits the Board from acting on any matter which is not on the posed agenda, unless the Board determines that it is an emergency or other situation specified in Government Code Section 54954.2. Public comments are limited to three (3) minutes per individual. Please make your comments directly to SCFPD Board President. **Comments will be accepted via Teleconference.***

ACTION CALENDAR

9. CONSENT ITEMS- *All matters listed on the Consent Calendar are considered routine and will be enacted upon by one motion unless otherwise requested by an individual Board Member or public for special consideration.*

Item 9.A: Minutes of the February 16, 2023 Board of Directors Regular and Closed Session Meetings.

Recommendation: Approve Minutes of February 16, 2023, by Consent Action.

Item 9.B: Acceptance of Warrants (Check Register) – February 2022

Recommendation: Accept by Consent Action

Item 9.C: Acceptance of Financial Reports – February 2022

Recommendation: Accept by Consent Action

- **Consideration of Removed of Consent Item(S)**

10. DISCUSSION ITEMS

No Discussion Items Scheduled

11. PUBLIC HEARING

No Public Hearing Items Scheduled

12. ACTION ITEMS

Item 12.A: Consideration to Approve Resolution 2023-003 to Move Forward With the Donation and Acquisition of a Facility K9

Recommendation: The Board Approve Resolution 2023-003 Moving Forward with the Donation and Purchase and Acquisition of a Facility K9 for the cost of \$287 and estimated annual cost of \$3,200

Item 12.B: Discussion of and Consideration to Approve the Summary of Wages and Benefits for Non-Safety Unrepresented Handbook and Salary Schedule for Unrepresented

Recommendation: The Board Approve the Summary of Wages and Benefits for Non-Safety Unrepresented Handbook and Salary Schedule for Unrepresented

Item 12.C: Discussion of and Consideration to Approve Resolution 2023-004 to Ratify the Prior Implementation of a Resolution to Tax Defer Member Paid Contributions – Internal Revenue Code (“Code”) Section 414(h)(2)

Recommendation: The Board Approve Resolution 2023-004 to Ratify the Prior Implementation of a Resolution to Tax Defer Member Paid Contributions – Internal Revenue Code (“Code”) Section 414(h)(2)

13. COMMUNICATIONS

1. Correspondence –

No Correspondence items

2. Written Staff Reports –

Item 13.2.A: Monthly Call Log

Item 13.2.B: Training

Item 13.2.C: Local 3399

3. Verbal Reports –

Item 13.3.A: Fire Chief – Monthly Verbal Board Report,

Item 13.3.B: Capital Improvements – (Bernardi/Stanfield)

Item 13.3.C: Finance – (Goulding/Neal)

Item 13.3.D: Personnel – (Rivers/Stanfield)

Item 13.3.E: Fire Advisory with Modesto Fire Dept.- (Goulding/Bernardi)

4. Directors Comments – *At this time, Board Members may verbally make individual announcements, report briefly on their activities, or request an item be place on a future agenda.*

14. CLOSED SESSION

No Closed Session items scheduled.

15. RETURN TO OPEN SESSION

16. CLOSED SESSION REPORT

17. ADJOURNMENT

The next regularly scheduled meeting of the SCFPD Board of Directors is April 20th, at 6:00 p.m. in the Station 26 Meeting Room, located at 3318 Topeka Street, Riverbank, CA

AFFIDAVIT OF POSTING

I, Amanda McCormick, Clerk of the Board of the Stanislaus Consolidated Fire Protection District, do hereby declare that the foregoing agenda for the Regular and Closed Session meetings of the Board of Director has been posted at the administrative offices, District website of the Stanislaus Consolidated Fire Protection District at least 72 hours prior to the meeting date and will also be posted at each of the District Fire Stations

Dated: March 27, 2023

Time: 3:00 p.m.



Amanda McCormick
Board Clerk

Stanislaus Consolidated Fire Protection District

ADA Compliance Statement: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Board Clerk at (209) 869-7470 or boardclerk@scfpd.us Notification 72 hours prior to meeting will enable the District to make reasonable arrangement to ensure accessibility to this meeting.



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MINUTES

Thursday, February 16, 2023, at 6:00 p.m.

REGULAR MEETING OF THE STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Station 26 Meeting Room, 3318 Topeka Street, Riverbank, CA

Meeting hosted remotely in accordance with AB361

(THE AGENDA PACKET IS POSTED AT EACH SCFPD LOCATION AND AT [WWW.SCFPD.US](http://www.scfpd.us))

1. CALL TO ORDER

The Stanislaus Consolidated Fire Protection District met this date at 6:00 p.m. in the Station 26 Meeting Room with President Goulding presiding and calling the meeting to order.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Board President Goulding.

3. INVOCATION

Pastor Charles E. Neal with Riverbank Assembly of God Church gave the invocation.

4. ROLL CALL

Board Clerk Called the roll;

Present:

President:	Goulding
Director:	Neal
Director:	Stanfield
Director:	Bernardi

Absent:

Director: Rivers

Staff Present:

Fire Chief: Tietjen
District Attorney: Splendorio
Clerk of the Board: McCormick

5. APPROVAL OF AGENDA – at this time, a Board Member may pull an item from the agenda

**Motion by Director Neal, seconded by Director Stanfield to approve the agenda.
Passed by roll call vote 4/0/0/1.**

AYES: 4 Directors: Goulding, Neal, Stanfield, Bernardi
NOES: 0 Director:
ABSTAIN: 0 Director:
ABSENT: 0 Director: Rivers

6. CONFLICT OF INTEREST DECLARATION – Declaration by Board of Director members who may have a conflict of interest on any scheduled agenda item is to declare their conflict at this time.

None was declared.

7. PUBLIC COMMENTS- The Board of Directors welcomes participation in Board meetings. Matters under the jurisdiction of the Board that are not posted on the agenda may be addressed by the public. California law prohibits the Board from acting on any matter which is not on the posed agenda, unless the Board determines that it is an emergency or other situation specified in Government Code Section 54954.2. Public comments are limited to three (3) minutes per individual. Please make your comments directly to SCFPD Board President. Comments will be accepted via Teleconference.

No Public Comments

8. PRESENTATION/ACKNOWLEDGEMENTS

- Chief Tietjen acknowledged the following;
Employee Years of Service
 - Captain Ryan Marques- 17 years
 - Engineer Doug Falle- 17 years

9. CONSENT ITEMS

- Item 9.A: Minutes of the January 19, 2023 Board of Directors Regular and Closed Session Meeting
- Item 9.B: Acceptance of Warrants (Check Register) –January 2022
- Item 9.C: Acceptance of Financial Reports – January 2022
- Item 9.D: Reconfirm Findings and Determinations Under Resolution No. 2021-014 and Assembly Bill 361 for the Continuation of Virtual Meetings.

Motion to approve items on the consent calendar was made by Director Neal, seconded by Director Bernardi. Passed by roll call vote 4/0/0/1.

AYES:	4	Directors:	Goulding, Neal, Stanfield, Bernardi
NOES:	0	Director:	
ABSTAIN:	0	Director:	
ABSENT:	1	Director:	Rivers

10. DISCUSSION ITEMS

No Discussion Items

11. PUBLIC HEARING

No Public Hearing Items

12. ACTION ITEMS

Item 12.A: Consideration to approve Resolution 2023-001 Approving an MOU for Fire Department Fleet Maintenance Services Between the City of Modesto and the Stanislaus Consolidated Fire Protection District

Action: Motion by Director Bernardi, seconded by Director Neal. The Board Approved Resolution 2023-001 by roll call vote 4/0/0/1:

AYES:	4	Directors:	Goulding, Neal, Stanfield, Bernardi
NOES:	0	Director:	
ABSTAIN:	0	Director:	
ABSENT:	1	Director:	Rivers

Item 12.B: Consideration to approve Resolution 2023-002 Authorizing the District to Enter into a Lease Purchase Agreement with Leasing 2, Inc. to Finance the Purchase of One Type One Engine in the Amount of \$994,033.37

Action: Motion by Director Neal, seconded by Director Stanfield. The Board Approved Resolution 2023-002 by roll call vote 4/0/0/1:

AYES:	4	Directors:	Goulding, Neal, Stanfield, Bernardi
NOES:	0	Director:	
ABSTAIN:	0	Director:	
ABSENT:	1	Director:	Rivers

Item 12.C: Introduce and waive the first reading, by title only, of Ordinance No. 2023-14, an Ordinance of the Board of Directors of the Stanislaus Consolidated Fire Protection District, for the Adoption of A Revised Master Fee Schedule for Services Provided by the Stanislaus Consolidated Fire Protection District

Action: Motion by Director Bernardi, seconded by Director Neal. The Board Introduced and Waived First Reading of Ordinance 2023- 14 by roll call vote 4/0/0/1:

AYES:	4	Directors:	Goulding, Neal, Stanfield, Bernardi
NOES:	0	Director:	
ABSTAIN:	0	Director:	
ABSENT:	1	Director:	Rivers

13. COMMUNICATIONS

Item 13.1.A – Fire Chief's Verbal Report

- Chief Tietjen provided a verbal Fire Chief's Report for the month of January

Item 13.2.A – Capital Improvements

- No Report Given

Item 13.2.B – Finance Committee

- No Report Given

Item 13.2.C – Personnel Committee

- Director Stanfield provided an update on the Personnel Committee Meeting that was held on 1/18/2023. The committee reviewed the Unrepresented Administrative Staff Handbook and will be bringing it to March's Regular Board of Directors Meeting for final approval.

Item 13.2.D – Grievance

- No Report Given

Item 13.2.E – Fire Advisory Committee with Modesto Fire Department

- Director Bernardi stated the Fire Advisory Committee held the quarterly meeting where Chief Ernst provided an update on MST activities.

Item 13.4 - Directors Comments

- Director Stanfield thank Station 23 personnel for volunteering to assist with providing equipment an incident. He stated he received compliments that Station 23 personnel was extremely helpful and friendly.
- Director Bernardi thanked the Chief Tietjen, office staff, and District Counsel Frank Splendorio for all of their hard work and dedication. He also stated attended a First Responder Mental Health and Wellness conference and recommends to District share the conference information with SCFPD personnel to attend in the future.

14. CLOSED SESSION

No closed session

15. CLOSED SESSION - Report

No closed session

16. ADJOURNMENT

There being no further business the Board adjourned at 6:54 p.m.

ATTEST:

APPROVE:


Amanda McCormick, Clerk of the Board

Jonathan Goulding, Board President

3:32 PM
03/07/23
Accrual Basis

Stanislaus Consolidated FPD
Monthly Check Register
February 2023

Date	Num	Name	Memo	Amount
02/01/2023	EFT	CVRMT EFT	January Contributions	-4,900.00
02/07/2023	EFT	FASIS EFT	WC Payment 3 out of 4	-160,292.00
02/07/2023	EFT	City of Modesto- Utilities	Utilities St 21 & 22	-253.91
02/07/2023	EFT	Abreu, Jordan EFT	Class A Jacket & Pants	-547.45
02/07/2023	EFT	Ayera Technologies, Inc. EFT	Internet for all stations	-834.00
02/07/2023	EFT	Deep Clean Crew EFT	Service at HQ	-385.00
02/07/2023	EFT	Jocelyn Roland, Ph. D.,ABPP EFT	February Contract	-500.00
02/07/2023	10124	Donlee Pump Company	Annual APCD Test St 22	-559.89
02/07/2023	10125	Hunt & Sons, Inc	Fuel	-3,897.40
02/07/2023	10126	McKesson Medical-Surgical Government	Medical Supplies	-376.19
02/07/2023	10127	Pure Water Partners	28536	-809.10
02/07/2023	10128	Ray's Janitorial Supply	Station Supplies	-655.89
02/07/2023	10129	Staples Business Advantage	Heater	-45.84
02/07/2023	10130	Valley Parts Warehouse, Inc	Chainsaw Fuel	-194.11
02/07/2023	10131	Air Exchange, Inc.		-1,188.11
02/07/2023	EFT	AFLAC Online	January	-1,127.66
02/09/2023	EFT	Valley First Credit Union	Payroll Deduction	-417.59
02/09/2023	EFT	Stanislaus Consolidated Firefighters Unio	Union Dues	-2,826.28
02/09/2023	EFT	V A L I C	Group #41114	-6,380.25
02/09/2023	10132	Franklin Templeton Financial Services	529 College Plan	-385.00
02/10/2023	10134	Go To Communications, Inc.	Monthly Service 2/1/23-2/28/23	-934.88
02/10/2023	10135	Gowans Printing Company	Transfer of care forms	-745.70
02/10/2023	10136	HI-Tech Emergency Vehicles	Repairs to B23	-1,765.90
02/10/2023	10137	Legend Roofing Company Inc	Roof repair to st 22	-7,600.00
02/10/2023	10138	Riverbank Automotive & Smog, Inc	Engine Leak repair	-946.05
02/10/2023	10139	Robert Donovan M.D.		-3,490.00
02/10/2023	10140	Smith Heating & Air Conditioning	Repairs at HQ	-1,053.92
02/10/2023	10141	Spectrum Business	Service @ HQ	-88.53
02/10/2023	10142	Turlock Scavenger	2/1/23-2/28/23 service at St 23	-126.14
02/10/2023	10143	Verizon Wireless	Dec 29, 22- Jan 28, 23	-30.18
02/10/2023	10144	Waterford Farm Supply, Inc.	Supplies for St 24	-49.78
02/10/2023	10145	Engineered Fire Systems, Inc	Plan review for January 2023	-1,125.00
02/14/2023	EFT	Mister Car Wash EFT	January wash services	-120.00
02/14/2023	EFT	Zimmerman, Megan EFT	EMS Coordinator	-4,375.35
02/16/2023	10146	Carrot-Top Industries	Flags	-998.11
02/16/2023	10147	Chuck's Auto Parts	Air filters	-33.41
02/16/2023	10148	Hunt & Sons, Inc	Fuel	-2,093.56
02/16/2023	10149	Les Schwab Tire Center	New tires for E23	-2,812.26
02/16/2023	10150	Olimpia Construction	Roof repair at St 26	-4,500.00
02/16/2023	10151	Riverbank Automotive & Smog, Inc	Repairs to BC vehicle	-4,889.09
02/16/2023	10152	State of California Dept of Justice	Fingerprints	-115.00
02/16/2023	10153	Work Wellness	Physical	-155.00
02/16/2023	10133	O'Reilly Auto Parts		-115.77
02/16/2023	EFT	A & B Truck Repair, Inc EFT	Repairs to Quint	-337.50

3:32 PM
03/07/23
Accrual Basis

Stanislaus Consolidated FPD
Monthly Check Register
February 2023

Date	Num	Name	Memo	Amount
02/16/2023	EFT	Burton's Fire, Inc EFT	Cab remote switch E26	-373.89
02/16/2023	EFT	Best Best & Krieger EFT	Legal	-4,864.36
02/16/2023	EFT	Patrick Clark Consulting EFT	Service from 1/1/23-1/31/23	-56.25
02/16/2023	EFT	L.N. Curtis & Sons EFT	Turnouts	-45,836.88
02/16/2023	EFT	Hankins, Donald Jr EFT	Chief Officer Certification	-150.00
02/16/2023	EFT	Mid Valley IT Online	IT Services	-16,820.62
02/16/2023	EFT	City of Waterford Autopay	1/1/23-1/31/23	-272.39
02/22/2023	EFT	Bussell, Rick EFT	HSA February 2023	-608.33
02/22/2023	EFT	Quinones, Peter EFT	HSA Feb 2023	-1,042.00
02/24/2023	EFT	WestAmerica -VISA EFT	Credit Cards 1/7/23-2/6/23	-3,734.44
02/27/2023	EFT	Nickerson Investigative Services EFT	Pre employment screening	-5,118.00
02/27/2023	EFT	FDAC Employment Benefits Authority EF	March 2023	-82,671.02
02/27/2023	EFT	Burton's Fire, Inc EFT	Foam	-2,894.07
02/27/2023	EFT	Jocelyn Roland, Ph. D.,ABPP EFT	Preemployment Screening	-1,425.00
02/27/2023	EFT	L.N. Curtis & Sons EFT		-1,235.93
02/27/2023	EFT	Rivers, Brandon EFT	Feb 15, 2023 Personnel Committee Meeting	-100.00
02/27/2023	EFT	Bernardt, Greg EFT	Board Meetings	-200.00
02/27/2023	EFT	Goulding, Jonathan EFT	Bard Meeting	-200.00
02/27/2023	10154	Assured Fire Extinguisher Service	Fire Extinguisher Recharge	-108.43
02/27/2023	10155	AT&T CALNET 2/3		-2,353.67
02/27/2023	10156	Consumer's Choice Pest Control	Service at St 22	-100.00
02/27/2023	10157	Hunt & Sons, Inc	Fuel	-4,366.89
02/27/2023	10158	McCoy's Truck & Tire Service	Tire Replacement	-3,203.88
02/27/2023	10159	Modern Saw & Lawnmower	Small motor repairs	-228.68
02/27/2023	10160	Neal, Charles E.	Feb 16, 2023 Regular Board Meeting	-100.00
02/27/2023	10161	PAYCHEX	Complete Analysis & Monitoring Service	-214.20
02/27/2023	10162	Regional Government Services	January Service	-704.75
02/27/2023	10163	Ross Ladder Service	Ladder Testing	-1,424.25
02/27/2023	10164	Stanfield, Steven	Board Meetings	-200.00
02/27/2023	10165	Stryker EFT		-1,660.00
02/27/2023	EFT	Valley First Credit Union	Payroll deduction	-417.59
02/27/2023	EFT	Stanislaus Consolidated Firefighters Unio	Union Dues	-2,767.04
02/27/2023	10166	Franklin Templeton Financial Services	529 College Plan	-385.00
02/27/2023	EFT	V A L I C	Group #41114	-6,330.25
				<u>-789,968.05</u>
				<u>-789,968.05</u>
				<u>-789,968.05</u>

TOTAL

Stanislaus Consolidated Fire Protection District
 Summary Budget VS. Actual
 July 1, 2022 through February 28, 2023

Total Revenues	\$7,533,326.27
Total Salary and Benefits	\$6,476,566.56
Total Services and Supplies	\$1,507,408.31
Net Revenues (Expenses)	(\$450,648.60)
Total Capital Expenditures	\$15,432.99
Total Net Revenue (Expense From Reserves)	\$ (466,902.94)

Stanislaus Consolidated Fire Protection District
 Summary Overtime
 July 1, 2022 through February 28, 2023

	Hours	Amount
Out of Grade Pay	13.00	\$ 145.83
OT- Holiday	3301.50	\$ 138,741.46
OT Incident	687.14	\$ 35,829.20
OT - Out of Grade	686.50	\$ 2,904.56
OT-Sick	5763.50	\$ 242,891.71
OT- Strike Team	1812.50	\$ 79,617.96
OT- Training	562.80	\$ 22,269.12
OT- Vacancy	8888.00	\$ 355,987.88
OT - Vacation	5482.50	\$ 227,551.41
OT - Workers Comp	457.50	\$ 21,005.96
OT- Jury Duty	0.00	\$ -
OT Breavement Leave	0.00	\$ -
Overtime		\$ 52,942.24
OT Total	27654.94	\$ 1,179,887.33

3:52 PM

03/07/23

Accrual Basis

Stanislaus Consolidated FPD
 Budget vs. Actual FY 2022-2023
 July 1,2022 through February 28,2023 67%

	Jul '22 - Feb...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Development Fees				
Riverbank (7273)	5,649.07			
Waterford/Hickman (7276)	5,346.04			
Development Fees - Other	0.00	30,000.00	-30,000.00	0.0%
Total Development Fees	10,995.11	30,000.00	-19,004.89	36.7%
Fire Investigator Reimb. FIU	10,937.05	165,000.00	-154,062.95	6.6%
Fire Recovery USA	21,408.81	45,000.00	-23,593.19	47.6%
Grant reimbursements	359,595.70			
Incident Reports	388.17			
Interest				
Stanislaus County				
Dev. Fee-Waterford (7276)	1,156.68			
Total Stanislaus County	1,156.68			
WestAmerica Bank Interest				
CEQA-Riverbank	164.20			
CEQA-Waterford	31.34			
Dev. Fee-Riverbank	38.91			
Dev. Fee - Waterford	0.77			
Grant	0.00	0.00	0.00	0.0%
Total WestAmerica Bank Interest	235.22	0.00	235.22	100.0%
Interest - Other	0.00	22,500.00	-22,500.00	0.0%
Total Interest	1,391.90	22,500.00	-21,108.10	6.2%
Licenses, Permits and Franchise	105.00			
Miscellaneous Reimbursements				
Medical Insurance Reimbursement	7,937.86			
Miscellaneous	316.07			
Payroll Tax Refund	111.35			
Strike Team - Personnel	0.00	0.00	0.00	0.0%
Miscellaneous Reimbursements - Other	1,208.44	85,000.00	-83,791.56	1.4%
Total Miscellaneous Reimbursements	9,573.72	85,000.00	-75,426.28	11.3%
Other Revenue				
AMR - First Responder Svcs	35,796.00	25,000.00	10,796.00	143.2%
Cell Tower Rent	12,583.62	18,000.00	-5,416.38	69.9%
First Responder Services	0.00	20,000.00	-20,000.00	0.0%
Other Revenue - Other	0.00	0.00	0.00	0.0%
Total Other Revenue	48,379.62	63,000.00	-14,620.38	76.8%
Prevention Revenue				
Building Permits				
Oakdale	105.00			
Riverbank/Modesto	14,604.42			
Building Permits - Other	210.00			
Total Building Permits	14,919.42			
Fire Hydrant Water Flows Inspections	2,052.30			
Oakdale	419.46			
Riverbank/Modesto	5,101.79			
Inspections - Other	946.00			
Total Inspections	6,467.25			

3:52 PM

03/07/23

Accrual Basis

Stanislaus Consolidated FPD
Budget vs. Actual FY 2022-2023
 July 1,2022 through February 28,2023 67%

	Jul '22 - Feb...	Budget	\$ Over Budget	% of Budget
Plan reviews				
Riverbank/Modesto	85,458.55			
Waterford/Hickman	1,578.23			
Plan reviews - Other	735.00			
Total Plan reviews	87,772.78			
Prevention Revenue - Other	0.00	140,000.00	-140,000.00	0.0%
Total Prevention Revenue	111,211.75	140,000.00	-28,788.25	79.4%
Property Tax & Assessments				
Administrative Fees	0.00	0.00	0.00	0.0%
CEQA				
Riverbank	36,189.21			
Waterford/Hickman	226.93			
CEQA - Other	2,341.74	25,000.00	-22,658.26	9.4%
Total CEQA	38,757.88	25,000.00	13,757.88	155.0%
FHA in-lieu-of tax app. IMPACT	0.00 620.53	1,000.00	-1,000.00	0.0%
Other Taxes	766,507.00	752,524.00	13,983.00	101.9%
Property Tax-prior unsecured	0.00	5,300.00	-5,300.00	0.0%
Property Tax - Unitary	30,065.50	53,666.00	-23,600.50	56.0%
Property Tax (Secured)	1,705,898.92	3,048,560.00	-1,342,661.08	56.0%
Property Tax (Unsecured)	152,175.11	143,000.00	9,175.11	106.4%
Special Assessment	4,225,921.77	7,936,860.00	-3,710,938.23	53.2%
Special Assessment-PY	0.00	25,000.00	-25,000.00	0.0%
State Homewners Prop.Tax Relief	0.00	27,000.00	-27,000.00	0.0%
Supplemental Property Tax	20,848.93	40,000.00	-19,051.07	52.4%
Total Property Tax & Assessments	6,940,895.64	12,057,910.00	-5,117,014.36	57.6%
RDA Revenue				
RDA - Residual	0.00	235,000.00	-235,000.00	0.0%
RDA pass-through	0.00	169,000.00	-169,000.00	0.0%
Total RDA Revenue	0.00	404,000.00	-404,000.00	0.0%
4500 - Safer Grant reimbursement	-236,176.50	534,822.00	-770,998.50	-44.2%
4501 - CARES Act Revenues	0.00	450,000.00	-450,000.00	0.0%
4850 - Misc Workers Comp reimbursement	49,035.67			
4871 - Insurance proceeds	22,043.37			
4880 - Strike team personnel	183,504.19	0.00	183,504.19	100.0%
4990 - Interest Revenue	39.07			
Total Income	7,533,326.27	13,997,232.00	-6,463,905.73	53.8%
Gross Profit	7,533,326.27	13,997,232.00	-6,463,905.73	53.8%
Expense				
Chart of Accounts				
5000 - Salaries & Benefits				
Salaries & Wages				
5010 - Salary & Wages	2,725,596.73	4,765,376.00	-2,039,779.27	57.2%
5011-1 - Swift Water	14,210.97	23,000.00	-8,789.03	61.8%
5011-2 - Bilingual Pay	2,267.61	3,591.00	-1,323.39	63.1%
5011-3 - Education Pay	56,591.22	59,320.00	-2,728.78	95.4%
5011 - Haz Mat Pay	1,903.77	3,000.00	-1,096.23	63.5%
5012 - Employee Medical Walver	104,090.08	142,079.00	-37,988.92	73.3%
5015 - Everbridge former hiplink	234.24	1,550.00	-1,315.76	15.1%
5016 - FLSA	76,297.44	108,021.00	-31,723.56	70.6%
5017 - Leave Time Buy-Back	212,955.89	271,920.00	-58,964.11	78.3%
5018 - Uniform Allowance	37,075.03	56,250.00	-19,174.97	65.9%
5019 - Payroll Tax Expense	70,198.04	94,997.00	-24,798.96	73.9%
5029 - Group-Term Life Insurance	457.00			
Total Salaries & Wages	3,301,878.02	5,529,104.00	-2,227,225.98	59.7%

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Accrual Basis

Stanislaus Consolidated FPD
 Budget vs. Actual FY 2022-2023
 July 1,2022 through February 28,2023 67%

	Jul '22 - Feb...	Budget	\$ Over Budget	% of Budget
5020 · Overtime				
Overtime Reimbursements	-188,409.30			
5020 · Overtime - Other	1,197,138.91	1,200,000.00	-2,861.09	99.8%
Total 5020 · Overtime	1,008,729.61	1,200,000.00	-191,270.39	84.1%
6030 · Retirement				
5031 · Retirement				
5031a · CalPers Safety	593,524.03			
5031b · Calpers Misc.	59,309.62			
5031 · Retirement - Other	6,685.27	902,451.00	-895,765.73	0.7%
Total 5031 · Retirement	659,518.92	902,451.00	-242,932.08	73.1%
5032 · Employee CalPERS Reimb.	-353,887.07			
5033 · Administrative Fee	0.00	1,250.00	-1,250.00	0.0%
5036 · Side Fund Principal	155,000.00	381,100.00	-226,100.00	40.7%
5037 · Side Fund Interest	418,006.23	448,392.00	-30,385.77	93.2%
5038 · Cal PERS UAL Aug. 1	147,289.60	332,309.00	-185,019.40	44.3%
5039 · GASB 68 reporting requirement	1,400.00	1,400.00	0.00	100.0%
5030 · Retirement - Other	786.25			
Total 5030 · Retirement	1,028,123.83	2,066,902.00	-1,038,778.07	49.7%
5040 · Employee Group Insurance				
5041 · Medical Insurance	511,004.10	814,193.00	-303,188.90	62.8%
5042 · Vision Insurance	8,599.75	13,000.00	-4,400.25	66.2%
5043 · Dental Insurance	52,595.85	72,000.00	-19,404.15	73.0%
5044 · Life Insurance	8,987.97	12,500.00	-3,532.03	71.7%
5045 · LTD Insurance	10,452.00	15,000.00	-4,548.00	69.7%
5047 · Vol Life Ins	294.94			
5048 · Central Valley Ret. Med Trust	35,100.00	62,000.00	-26,900.00	56.6%
5040 · Employee Group Insurance - O...	-3,698.15			
Total 5040 · Employee Group Insurance	623,316.46	988,693.00	-365,376.54	63.0%
5050 · Retiree Group Insurance	79,587.99	120,000.00	-40,412.01	66.3%
5060 · Workers' Compensation Insurance				
Workers' Comp. Reimbursements	-51,247.03			
5061 · Workers' Compensation	486,871.82	539,064.00	-52,192.18	90.3%
5060 · Workers' Compensation Insura...	-347.73			
Total 5060 · Workers' Compensation Ins...	435,277.06	539,064.00	-103,786.94	80.7%
50600.1 · Payroll tax refund	-346.51			
Total 5000 · Salaries & Benefits	6,476,666.56	10,443,763.00	-3,967,196.44	62.0%
6000 · Services & Supplies				
6020 · Clothing & PPE				
6021 · Badges & Emblems	6,125.81	1,000.00	5,125.81	612.6%
6022 · Safety Clothing	57,698.26	70,000.00	-12,301.74	82.4%
6023 · Replacement Clothing / Uniforms	157.00	500.00	-343.00	31.4%
6020 · Clothing & PPE - Other	3,934.43			
Total 6020 · Clothing & PPE	67,915.50	71,500.00	-3,584.50	95.0%
6050 · Household Expense				
6051 · Station Supplies	11,554.10	12,250.00	-695.90	94.3%
6052 · Bottled Water	2,427.30	3,700.00	-1,272.70	65.6%
6053 · Oxygen Service	195.00	1,000.00	-805.00	19.5%
6054 · Furnishings & Appliances	97.08	1,300.00	-1,202.92	7.5%
6050 · Household Expense - Other	2,709.78	6,000.00	-3,290.22	45.2%
Total 6050 · Household Expense	16,983.26	24,250.00	-7,266.74	70.0%

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 July 1,2022 through February 28,2023 67%

	Jul '22 - Feb...	Budget	\$ Over Budget	% of Budget
6060 · Insurance				
6061 · Fiduciary Insurance	68,620.00	151,903.00	-83,283.00	45.2%
Total 6060 · Insurance	68,620.00	151,903.00	-83,283.00	45.2%
6080 · Equipment Maint. & Repairs				
6081 · Vehicle Maint & Repair				
02-02 SSLWR26 Chevy Tahoe	60.37			
03-01 SSLG26 Ford Type 6	403.73			
03-02 SSLG21 Ford Type 6	5,951.37			
04-01 SSLE221 Pierce Type 1	33,878.40			
04-02 SSLE24 Pierce Type 1	1,432.00			
04-03 SSLE23 Pierce Type 1	22,231.08			
04-04 SSLE226 Pierce Type 1	19,090.30			
08-01 2008 Chevy P/U	2,886.52			
08-02 SSLE223 OES 347 HME Typ...	698.32			
08-03 SSLWT220 Int. WaterTender	5,241.93			
09-01 Chevy Tahoe	5,284.06			
10-01 Ford Expedition	183.85			
11-01 Ford Expedition	13,362.25			
11-02 SSLB24 Int. Type 3	19,452.95			
12-01 Ford Expedition	1,127.28			
13-01 SSLQ22 Pierce Quint	33,806.66			
15-01 SSLE26 Pierce Type 1	30,564.80			
15-02 SSLE21 Pierce Type 1	18,739.91			
16-01 - Ford Explorer	3,424.92			
16-02 - Ford Explorer	946.05			
17-01 SSLWT24 Kenworth WT	3,927.01			
17-02 Ford Escape	301.56			
18-01 SSLE24 Rosenbauer type 1	9,566.11			
99-03 SSLB23 Int. Type 3	18,541.85			
99-04 SSLE30 E-one Type 1	67.32			
Boat 24	11,000.00			
6081 · Vehicle Maint & Repair - Other	1,256.00	220,000.00	-218,744.00	0.6%
Total 6081 · Vehicle Maint & Repair	263,206.60	220,000.00	43,206.60	119.6%
6082 · Radlo & Pager Maint & Repair	1,430.67	18,250.00	-16,819.33	7.8%
6083 · Small Engine	228.68	600.00	-371.32	38.1%
6084 · Handlight Repairs	0.00	1,500.00	-1,500.00	0.0%
6086 · SCBA Equipment Maint. & Rep...	7,838.31	17,150.00	-9,311.69	45.7%
6087 · Rope Rescue Equipment	0.00	1,000.00	-1,000.00	0.0%
6088 · Water Rescue	0.00	5,000.00	-5,000.00	0.0%
6089 - · Confined Space	0.00	1,000.00	-1,000.00	0.0%
6089 -1 · Hose Program	9,286.61	103,000.00	-93,713.39	9.0%
6089 -2 · Firefighting Equip	108.43	25,000.00	-24,891.57	0.4%
6089 -3 · Non-Firefighting Equip	0.00	10,000.00	-10,000.00	0.0%
6089 -4 · Class A Foam Replacement	7,428.62	4,000.00	3,428.62	185.7%
6080 · Equipment Maint. & Repairs - ...	5,023.39			
Total 6080 · Equipment Maint. & Repairs	294,551.31	406,500.00	-111,948.69	72.5%
6090 · Maintenance - Buildings				
6090-20 · Main Office	7,041.27			
6090-21 · St. 21	1,438.59			
6090-22 · St. 22	13,232.61			
6090-23 · St. 23	2,704.69			
6090-24 · St. 24	3,070.87			
6090-26 · St. 26	7,902.89			
6090 · Maintenance - Buildings - Other	0.00	35,000.00	-35,000.00	0.0%
Total 6090 · Maintenance - Buildings	35,390.92	35,000.00	390.92	101.1%

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6100 · Medical Supplies				
6101 · Medical Supplies	16,340.04	7,613.00	8,727.04	214.6%
6102 · Paramedic Program	50,141.65	171,000.00	-120,858.35	29.3%
6103a · AED Maintenance Certification	1,499.40	15,482.00	-13,982.60	9.7%
6104 · Masimo Certification	0.00	4,477.00	-4,477.00	0.0%
6405 · Lucas Maintenance	0.00	2,610.00	-2,610.00	0.0%
Total 6100 · Medical Supplies	67,981.09	201,182.00	-133,200.91	33.8%
6110 · Memberships				
6111 · Memberships	9,715.86	12,180.00	-2,464.14	79.8%
6110 · Memberships - Other	507.31			
Total 6110 · Memberships	10,223.17	12,180.00	-1,956.83	83.9%
6120 · Miscellaneous Expense				
6010 · COVID-19 Expenses	1,388.80			
6122 · Food	2,752.42	1,000.00	1,752.42	275.2%
6124 · Cellular Phone	186.53			
6125 · Travel & Lodging	484.09	5,000.00	-4,515.91	9.7%
6126 · Bank Service Charge	359.23			
6127 · Board Member Meeting Allowa...	3,900.00	8,000.00	-4,100.00	48.8%
6128 · Executive Development	0.00	2,500.00	-2,500.00	0.0%
6120 · Miscellaneous Expense - Other	413.19			
Total 6120 · Miscellaneous Expense	9,484.26	16,500.00	-7,015.74	57.5%
6130 · Office Expense				
6131 · Stationary / Business Cards	527.60	1,000.00	-472.40	52.8%
6132 · Postage	56.14	3,500.00	-3,443.86	1.6%
6133 · Office Supplies	884.42	5,000.00	-4,115.58	17.7%
6134 · Printer Supplies	559.14	2,500.00	-1,940.86	22.4%
6135 · Computer Equipment	10,111.05	6,000.00	4,111.05	168.5%
6130 · Office Expense - Other	362.00			
Total 6130 · Office Expense	12,500.35	18,000.00	-5,499.65	69.4%
6140 · Prof. & Specialized Services				
6141-2 · Administrative	216,766.06	443,731.00	-226,964.94	48.9%
6141 · Accounting/Auditing Expense	97,666.65	80,000.00	17,666.65	122.1%
6142 · Record Destruction Service	448.80	1,100.00	-651.20	40.8%
6143 · Legal	86,843.40	185,000.00	-98,156.60	46.9%
6144 · Sunpro Fire RMS	0.00	7,000.00	-7,000.00	0.0%
6145 · IT Services Contract	60,490.86	100,000.00	-39,509.14	60.5%
6147 · Pre-Employment Screening	32,392.80	25,000.00	7,392.80	129.6%
6148 · Ladder Testing	2,892.00	3,000.00	-108.00	96.4%
6149 - · Medical Exams	1,400.00	20,000.00	-18,600.00	7.0%
6149 -3 · Personnel Recruitment	1,336.00	1,000.00	336.00	133.6%
6149 -4 · TeleStaff Voxeo contract	5,636.07	19,080.00	-13,443.93	29.5%
6149 -5 · Paychex contract	10,437.66	15,225.00	-4,787.34	68.6%
6149 -6 · Consultant Services	3,375.00	10,000.00	-6,625.00	33.8%
6149 -7 · SR 911 Dispatch Services	122,865.00	161,262.00	-38,397.00	76.2%
6149 -8 · Streamline Automation system	9,003.00	11,200.00	-2,197.00	80.4%
Total 6140 · Prof. & Specialized Services	651,553.30	1,082,598.00	-431,044.70	60.2%
6150 · Publications & Legal Notices				
6151 · Prevention Publications	0.00	500.00	-500.00	0.0%
6152 · Publications & Legal Notices	541.28	1,600.00	-1,058.72	33.8%
6150 · Publications & Legal Notices - ...	492.21			
Total 6150 · Publications & Legal Notices	1,033.49	2,100.00	-1,066.51	49.2%
6160 · Rent & Leases - Equip.				
6162 · Alarm System HQ	549.00	1,500.00	-951.00	36.6%
6164 · Copier	1,640.39	2,000.00	-359.61	82.0%

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Stanislaus Consolidated FPD
 Budget vs. Actual FY 2022-2023
 July 1,2022 through February 28,2023 67%

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6165 · Postage Meter	269.82	750.00	-480.18	36.0%
6166 · Computer Software Licensing	3,266.41	10,000.00	-6,733.59	32.7%
6167 · Station 25 Lease	1,200.00	2,400.00	-1,200.00	50.0%
Total 6160 · Rent & Leases - Equip.	6,925.62	16,650.00	-9,724.38	41.6%
6180 · Small Tools & Instruments	658.17	5,000.00	-4,341.83	13.2%
6190 · Special Departmental Expenses				
6191 · Training Program	10,392.12	10,000.00	392.12	103.9%
6192 · Workshops & Seminars	0.00	3,000.00	-3,000.00	0.0%
6193-1 · Explorer Program	0.00	1,000.00	-1,000.00	0.0%
6193 · Volunteer / Intern Program	0.00	500.00	-500.00	0.0%
6194 · Education Reimbursement	6,068.22	20,000.00	-13,931.78	30.3%
6195 · Prevention Education Program	283.71	3,000.00	-2,716.29	9.5%
6195 -1 · Prevention Expenses	12,769.14	17,500.00	-4,730.86	73.0%
6197 · Life Jacket Program	0.00	500.00	-500.00	0.0%
6198 · Community CPR Program	19.20	2,000.00	-1,980.80	1.0%
6199 -3 · Fitness Equipment Maintena...	400.00	3,500.00	-3,100.00	11.4%
6190 · Special Departmental Expense...	2,381.71			
Total 6190 · Special Departmental Expen...	32,314.10	61,000.00	-28,685.90	53.0%
6200 · Transportation & Travel				
6201 · Fuel & Oil	111,256.26	125,000.00	-13,743.74	89.0%
Total 6200 · Transportation & Travel	111,256.26	125,000.00	-13,743.74	89.0%
6210 · Utilities				
6219-2 · Cable Services	605.34	4,400.00	-3,794.66	13.8%
6219-3 · MDC, T-1 lines, Cell phones	44,597.04	45,000.00	-402.96	99.1%
6219-4 · VOIP Phones	0.00	17,340.00	-17,340.00	0.0%
6219-6 · Wireless Internet	6,672.00	10,008.00	-3,336.00	66.7%
6220 · St HQ Riverbank				
6220-2 · Electricity	3,424.57			
6220-3 · Natural Gas	1,115.93			
6220-4 · Water & Sewer	459.30			
6220-5 · Pest Control Service	138.00			
6220 · St HQ Riverbank - Other	0.00	0.00	0.00	0.0%
Total 6220 · St HQ Riverbank	5,137.80	0.00	5,137.80	100.0%
6221 · St 21				
6221-1 · Disposal Service	231.61			
6221-2 · Electricity	4,118.67			
6221-3 · Natural Gas	524.88			
6221-4 · Water & Sewer	884.35			
6221-5 · Pest Control Service	198.00			
6221-6 · Biohazard Medical Waste	629.63			
Total 6221 · St 21	6,587.14			
6222 · St 22				
6222-1 · Disposal Service	928.89			
6222-2 · Electricity	3,987.90			
6222-3 · Natural Gas	1,033.80			
6222-4 · Water & Sewer	1,270.35			
6222-5 · Pest Control Service	498.00			
6222-6 · Biohazard Medical Waste	629.64			
Total 6222 · St 22	8,348.58			

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6223 · St 23				
6223-1 · Disposal Service	882.98			
6223-2 · Electricly	2,559.65			
6223-3 · Natural Gas	869.98			
6223-5 · Pest Control Service	198.00			
Total 6223 · St 23	4,510.61			
6224 · St 24 Waterford				
6224-2 · Electricity	5,443.25			
6224-3 · Natural Gas	676.58			
6224-4 · Water & Sewer	2,175.84			
6224-5 · Pest Control Service	207.00			
6224-6 · Biohazard Medical Waste	656.45			
Total 6224 · St 24 Waterford	9,159.12			
6225 · St 25 La Grange				
6225-5 · Pest Control Service	90.00			
Total 6225 · St 25 La Grange	90.00			
6226 · St 26				
6226-1 · Disposal Service	807.31			
6226-2 · Electricly	9,029.17			
6226-3 · Natural Gas	3,846.06			
6226-4 · Water & Sewer	495.66			
6226-5 · Pest Control Service	207.00			
6226-6 · Biohazard Medical Waste	630.43			
Total 6226 · St 26	15,015.63			
6210 · Utilities - Other	0.00	85,000.00	-85,000.00	0.0%
Total 6210 · Utilities	100,723.26	161,748.00	-61,024.74	62.3%
6310 · Direct Assessment Reimbursement				
6311 · Property Tax Admin Charge	0.00	50,750.00	-50,750.00	0.0%
6312 · SCFPD Special Benefit Asses...	0.00	3,045.00	-3,045.00	0.0%
6313 · Direct Assessment - Wildan Fin	6,529.25	11,000.00	-4,470.75	59.4%
6314 · GIS Software/Website (Cal Cad)	12,765.00	14,210.00	-1,445.00	89.8%
6310 · Direct Assessment Reimburse...	0.00	3,500.00	-3,500.00	0.0%
Total 6310 · Direct Assessment Reimbur...	19,294.25	82,505.00	-63,210.75	23.4%
Total 6000 · Services & Supplies	1,507,408.31	2,473,616.00	-966,207.69	60.9%
7000 · Capital Expenditures				
7049 · Station 24 Replacement	0.00	171,060.00	-171,060.00	0.0%
7049-5 · Capital Facility repair	0.00	165,000.00	-165,000.00	0.0%
7090 · Taxes & Assessments				
7092 · Direct Assessments	3,942.02			
Total 7090 · Taxes & Assessments	3,942.02			
7150 · Financial Charges				
7151 · Service Charges	10,171.97			
Total 7150 · Financial Charges	10,171.97			
7800 · Equipment				
7802 · Radlo Communications Equipm...	1,319.00			
7803 · Apparatus/Vehicle Replacement	0.00	106,250.00	-106,250.00	0.0%
7800 · Equipment - Other	0.00	150,242.00	-150,242.00	0.0%
Total 7800 · Equipment	1,319.00	256,492.00	-255,173.00	0.5%
Total 7000 · Capital Expenditures	15,432.99	592,552.00	-577,119.01	2.6%
Total Chart of Accounts	7,999,407.86	13,509,931.00	-5,510,523.14	59.2%

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	<u>Jul '22 - Feb...</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
SALES TAX	821.35			
Total Expense	<u>8,000,229.21</u>	<u>13,509,931.00</u>	<u>-5,509,701.79</u>	<u>59.2%</u>
Net Ordinary Income	<u>-466,902.94</u>	<u>487,301.00</u>	<u>-954,203.94</u>	<u>-95.8%</u>
Net Income	<u>-466,902.94</u>	<u>487,301.00</u>	<u>-954,203.94</u>	<u>-95.8%</u>



Stanislaus Consolidated Fire Protection District
 Tim Tietjen, Fire Chief
 3324 Topeka Street
 Riverbank, CA 95367
 Phone: (209) 869-7470 · Fax: (209) 869-7475

STAFF REPORT

TO: President and Members of the Board
FROM: Chief Tim Tietjen
SUBJECT: Facility K9 Donation
DATE: March 30, 2023

BACKGROUND

The Stanislaus Consolidated Fire Protection District is in need of a facility dog to improve the health and wellness of our firefighters. Toxic stress is something that most firefighters and first responders are exposed to on a consistent basis. High exposure to cortisol and other stress hormones can have a negative effect on humans, both physically and emotionally. However, exposure to an animal, such as a Facility K9, could significantly decrease these stress levels.

According to a study in the *Journal of Evidence-Based Complementary & Alternative Medicine*, facility dogs can improve ratings of depression, anxiety, pulse and pain, and they can enable people to relax, feel more trusting, and be more open to conversation. First responders are exposed to many stress-inducing situations regularly.

In June 2021, by Resolution Modesto City Council approved the donation of Canine Hudson for use as a facility dog for MFD. Since then, Hudson has helped improve the health and wellness of not only our firefighters, but everyone else in our community as well as surrounding communities. In August 2021, he attended and sat at an American Medical Response (“AMR”) Ops to provide support for employees dealing with the loss of a co-worker. In September 2021, he provided support for MFD members who responded to a traumatic call, where a child was hit by a vehicle. In October 2021, Hudson provided support to employees from Stanislaus County Behavioral Health and Recovery Services (“BHRS”) who performed bystander CPR to their co-worker who had a heart attack while on-duty. In January and February 2022, he provided support to Stockton firefighters dealing with the tragic loss of Captain Max Fortuna, who was shot while responding to a dumpster fire. These are just a few significant examples of the way Hudson has supported people who need it most.

Our hope is that interaction with a SCFPD Facility Dog will encourage connection and discussion so that, ultimately, we’ll be able to provide support, normalization of feelings and experiences, and referral to appropriate resources like our trained peer support personnel or an appropriate mental health clinician.

DISCUSSION

Thor's Hope Foundation, in partnership with Performance K9 Training, Inc., has generously offered to donate a Facility Dog to the Stanislaus Consolidated Fire Protection District for use with our personnel and communities. These canines are specially bred and selected to complete intense specialized training to support firefighters in various settings and situations. The average cost of a facility dog of this caliber is \$15,000, but ours would be gifted to the fire department.

Fire Captain Jonathan McManus will be the professional handler. Our Facility Dog will spend regular work shifts at the station. Captain McManus and our Facility Dog will also be available for additional station visits as necessary and feasible. When on-duty, the dog will wear a vest identifying his status as a facility dog with the SCFPD.

FISCAL IMPACT

The cost of the Facility Dog will be funded through the department's operating budget. Please see the below tables for cost details:

Estimated Initial Costs / Supplies	
Leash	\$15
Collar	\$15
Harness / Vest	\$50
Kennel	\$59
Food Bowl / Water Dish	\$15
Dog Bed	\$53
Carrier for Food	\$45
Service Vest	\$35
Total Cost	\$287

Estimated Annual Costs	
Veterinary Wellness Check/ Insurance	\$800
Food	\$2,400
Total Cost	\$3,200

RECOMMENDATION

Staff recommends the SCFPD Board passes a Resolution approving the donation of the canine from Thor's Hope Foundation, for use as a facility dog for the Stanislaus Consolidated Fire Protection District, for an estimated initial cost of \$287, and an estimated annual cost of \$3,200.00.

SCFPD FACILITY K9

A DONATION TO IMPROVE THE HEALTH AND WELLNESS OF OUR FIREFIGHTERS

1

WHAT IS A FACILITY K9?

- Highly trained K9 with training that centers around obedience and behavior
- K9 receives over 1000 hours of training in specialty commands in various work settings
- Offers emotional support to all members
- Promotes positivity within the Firehouse
- Decreases occupational stress

2

WHY A FACILITY K9?

- Improves the overall health and wellness of our Firefighters
- Firefighters are exposed to toxic stress on a consistent basis
 - Body releases the hormone cortisol that has a negative physical and emotional effects on humans
 - Studies show exposure to an animal, like a Facility K9, decreases these levels
- Facility Dogs can improve levels of depression, anxiety, pulse and pain, and enable people to relax while opening people to conversation and sharing feelings.

3

FACILITY K9 PROGRAM

- K9's are obtained and trained through Performance K9 Training
- Funding for the K9 and training comes from Thor's Hope Foundation
- K9 comes fully trained and acquainted with Handler
- Cost of a Facility K9 is approximately \$15,000.00
 - K9 will be donated by Performance K9 and Thor's Hope Foundation

4

PROFESSIONAL HANDLER

- Captain Jon McManus will be the proposed K9's Professional Handler.
- Facility K9's schedule will consist of a 48/96 with Captain McManus
- K9 will be available station visits as deemed necessary and feasible
- K9 will be available to come in off duty for emotional support for our members

5

FISCAL IMPACT

ESTIMATED INITIAL START
UP COST: \$287

Estimated Initial Costs / Supplies	
Leash	\$15
Collar	\$15
Harness / Vest	\$50
Kennel	\$59
Food Bowl / Water Dish	\$15
Dog Bed	\$53
Carrier for Food	\$45
Service Vest	\$35
Total Cost	\$287

6

ESTIMATED ANNUAL COSTS

- VETERINARY WELLNESS CHECK & INSURANCE: APPROX \$800.00/YEAR
 - NATIONWIDE: MAJOR MEDICAL WITH WELLNESS
 - \$61.95/MONTH (Included in the \$800 per year cost)
 - \$250 ANNUAL DEDUCTIBLE
- FOOD: APPROXIMATELY \$2400.00
- APPROXIMATE TOTAL ANNUAL OPERATING COST: \$3200.00

7

IN CONCLUSION

- A Facility K9 allows for:
 - Crew cohesiveness
 - Acts as an outlet to relieve stress both directly as a part of the crew and indirectly through physical touch
 - Naturally lowers the stress inducing hormone- cortisol
 - Promotion of a warm and welcoming environment for personnel to let their guard down and encourage commination and support
- Fiscal Impact
 - Initial Cost of approximately \$287.00 with and annual cost of approximately \$3,200

8

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT

RESOLUTION NO. 2023-003

RESOLUTION APPROVING THE DONATION OF A CANINE FROM THOR'S HOPE FOUNDATION, FOR USE AS A FACILITY DOG FOR THE STANISLAUS COSOLIDATED FIRE PROTECTION DISTRICT, FOR AN ESTIMATED INITIAL COST OF \$287 AND AN ESTIMATED ANNUAL COST OF \$3,200.00

WHEREAS, the Stanislaus Consolidated Fire Protection District is in need of a facility dog to improve the health and wellness of its firefighters; and

WHEREAS, toxic stress is a condition that most firefighters and first responders are exposed to on a consistent basis; and

WHEREAS, high exposure to cortisol and other stress hormones can have a negative effect on humans, both physically and emotionally; however, exposure to an animal, such as a facility K9, could significantly decrease these stress levels; and

WHEREAS, Thor's Hope Foundation, in partnership with Performance K9 Training, Inc., has generously offered to donate the canine to the Stanislaus Consolidated Fire Protection District for use as a facility dog; and

WHEREAS, the average cost of a facility dog of this caliber is \$15,000 but would be gifted to the department; and

WHEREAS, the estimated initial cost for the canine is \$287 and estimated annual cost is \$3,200.00, with funding coming from the annual operating budget.

NOW, THEREFORE, BE IT RESOLVED by the Stanislaus Consolidated Board of Directors that it hereby approves the donation of the Canine from Thor's Hope Foundation, for use as a facility dog for the Stanislaus Consolidated Fire Protection District, for an estimated initial cost of \$287 and an estimated annual cost of \$3,200.00.

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the District Board by the following vote:

AYES:	Directors:
NOES:	Directors:
ABSENT:	Directors:
ABSTAIN:	Directors:

Dated: March 30, 2023

Jonathan Goulding, Board President

ATTEST:

APPROVED AS TO FORM:

Amanda McCormick, Clerk of the Board

Frank Splendorio, District Counsel



Stanislaus Consolidated Fire Protection District

Tim Tietjen, Fire Chief

3324 Topeka Street

Riverbank, CA 95367

Phone: (209) 869-7470 · Fax: (209) 869-7475

STAFF REPORT

TO: President and Members of the Board

FROM: Tim Tietjen, Fire Chief

SUBJECT: Summary of Wages and Benefits/ Unrepresented Employees Handbook

DATE: March 30, 2023

BACKGROUND

Stanislaus Consolidated Fire Protection District has three distinct groups of employees. Stanislaus Consolidated Firefighters Local 3399, who are the rank and file safety personnel and are represented under their collective bargaining agreement, Stanislaus Consolidated Battalion Chiefs who have their own bargaining group and MOU, and finally, the administrative employees who include the office and fire prevention staff. This last group of administrative employees are unrepresented and do not have any formal agreements in place.

DISCUSSION

The process was started several years ago to put together a document that would be a summary of the wages and benefits for this unrepresented group. Over the last few months, we have worked with legal and staff to complete the Summary of Wages and Benefits Handbook for the unrepresented employees. This handbook is a collection of all of the benefits afforded to the administrative employees including wages, leaves of absence, insurance, and retirement benefits. This is a comprehensive document that is a gathering place for the items that very important to our employees and the understanding of the benefits available to them and their family.

FISCAL IMPACT

Along with the implementation of the handbook is also a 3% cost of living adjustment to the pay scale for all unrepresented administrative employees. The 3% increase is effective July 1st 2022 with back pay for the 4 affected employees. This back-pay totals \$2,401.76. The ongoing yearly cost for the 3% is \$5,109.60.

Attachment A: Summary of Wages and Benefits – Non-Safety Unrepresented Personnel

Attachment B: Pay Scale

RECOMMENDATION

Staff recommends the adoption of the Summary of Wages and Benefits Handbook for Non-Safety Unrepresented Personnel, and the 3% Cost of Living adjustment to the pay scale for the same group. This item was taken before the Personnel Committee and recommended for approval by the full Board.

Stanislaus Consolidated Fire Protection District



SUMMARY OF WAGES AND BENEFITS

Non-Safety Unrepresented Personnel

Effective Date
January 1, 2023

Revised: 1/2023

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INTRODUCTION

This **SUMMARY OF WAGES & BENEFITS** is for unrepresented, non-safety personnel of the Stanislaus Consolidated Fire Protection District. No element of this document applies to employees who are working under a collective bargaining agreement and/ or a personal employment agreement.

This document only is a **SUMMARY OF WAGES & BENEFITS** for unrepresented, non-safety personnel of the Stanislaus Consolidated Fire Protection District. This document does not include a complete list of personnel policies and procedures. Personnel policies and procedures are part of the District's comprehensive Policy and Procedure Manual which is available on the District's website at <http://www.scfpd.us>.

This summary of benefits addresses the following classifications:

Job Classification
Fire Inspector
Administrative Assistant I
Administrative Assistant II
Administrative Assistant III
Operations Assistant
Financial Specialist
Fire Marshal

PROBATIONARY PERIOD

New District employees will be placed on probation for a minimum of one year. During the probationary period, the employee will be evaluated to determine if the employee's skill set and work performance will enable them to be a successful long term District employee. An employee may be released from probation for failure to meet the minimum performance work requirements or for work misconduct. Probationary periods may be extended for an additional six months if additional time is required to evaluate the employee.

HOURS OF WORK

The workweek for full-time, non-shift employees is 40 hours. The normal workday is 8 hours, 8:00 am until 5:00 pm with a one-hour unpaid lunch break, a 15-minute morning break and a 15 minute afternoon break. Start and end times may be adjusted to meet business needs of the District.

With approval from the Fire Chief, employees may request or be required to work an Alternative Work Schedule. Alternative Work Schedules are eight nine-hour days and one eight hour day per two weeks (9/80 schedule). Requests to work Alternative Work Schedules will only be approved if there is no negative impact on the District's business operations. Alternative Work Schedules can be required, eliminated or denied at the Fire Chief's discretion.

When operating requirements or other needs cannot be met during regular working hours, employees may be required to work overtime. All overtime work must be approved in advance by the Fire Chief..

LEAVES OF ABSENCE

Bereavement Leave

Up to five days or 40 hours of paid leave per calendar year, may be granted by the District due to a death in the immediate family of the employee. This form of leave is in addition to any other entitlement for sick leave, or any other leave. Bereavement leave must be taken within 30 days of the death of the immediate family member unless otherwise approved by the Fire Chief.

Immediate family means: mother, stepmother, father, stepfather, husband, wife, domestic partner, son, stepson, daughter, stepdaughter, brother, stepbrother, sister, stepsister, foster parent, foster child, or any other person sharing the relationship of in loco parentis, and also includes brother-in-law, sister-in-law, mother-in-law, father-in-law, grandparents and grandparents-in-law. Special consideration will also be given to any other person whose association with the employee was similar to any of the above relationships.

Jury Duty

Please refer to District Policy B-15

Paid leave shall be granted to employees while serving on jury duty and while going to and from jury duty on the employee's normal day of work. Jury fees provided to the employee on normal workdays shall be submitted to the District. Employees released from jury duty are expected to promptly return to work or, upon verbal approval from the applicable supervisor, may utilize accrued discretionary paid leave for the balance of that work day before returning on the next work day.

Annual Leave

Accrued vacation hours and accrued holiday hours shall be considered Annual Leave.

Accrued Vacation leave will carry over from year to year but may not exceed 600 hours. Vacation leave hours shall not accumulate beyond 600 hours without prior approval from the Fire Chief, which will only be granted when circumstances out of the employees control required them to exceed the maximum annual leave accumulation. An employee's failure to plan leave usage or to regularly use leave do not constitute circumstances out of their control. Calculations of an employee's Annual Leave accrual balances are provided on payroll check stubs to the employee on a bi-weekly basis as part of the payroll process.

Upon termination of employment, employees will be paid for unused annual leave that has been earned through the last day of work, at their regular hourly base rate of pay.

Vacation Leave "Sell Back"

Employees have option to "sell back" up to 80 hours of vacation time per fiscal year, paid at straight time, at the employee's current hourly rate. A minimum of 40 hours must be cashed out for each occurrence. Employees must have the amount of time requested in accrued Vacation Leave to offset the hours requested. Negative "bank" balances will not be allowed.

District Recognized Holidays

Please refer to District Policy B-2

January 1st - New Year's Day
Third Monday in January - Martin Luther King, Jr. Birthday
Third Monday in February – Presidents' Day
Last Monday in May - Memorial Day
July 4th - Independence Day
First Monday in September - Labor Day
November 11th - Veterans' Day
Fourth Thursday in November - Thanksgiving
Day after Thanksgiving
December 24th – Christmas Eve
December 25th – Christmas Day
December 31 – New Years Eve

Holidays falling on a Saturday shall be observed on the preceding Friday. Holidays falling on a Sunday shall be observed on the following Monday.

Employees are required to use the Holiday Time to take off scheduled District holidays unless approved by the Fire Chief. Holiday time will be fronted for the year the first pay period in January. If the employee is hired in the middle of the year the holiday hours for the remaining holidays will be placed in their leave bank. Holiday time cannot be cashed out or carried over.

Vacation Leave

Vacation time off with pay is available to eligible employees. Employees accrue vacation leave on a bi-weekly basis while on paid status in accordance with the following schedule:

<u>Years of Service</u>	<u>Days Per Year</u>	<u>Hours Per Year</u>	<u>Hours Bi-weekly</u>
0 to 5 years	10.3	103	3.96
6 to 10 years	13.7	137	5.27
11 to 15 years	17.2	172	6.62
16 to 20 years	22.3	223	8.58
21 and above	24.0	240	9.23

Sick Leave

The District provides paid sick leave benefits to all eligible employees for periods of temporary absence due to non-occupational illnesses or injuries.

Employees will accrue sick leave benefits at the rate of 4 hours per bi-weekly pay period. All use of sick leave will be charged at the rate of 100 percent of actual time taken. Unused sick leave benefits will be allowed to accumulate without a cap

Paid sick leave can be used in minimum increments of an hour. Eligible employees may use sick leave benefits for an absence due to their own illness or injury or that of a family member as defined in Labor Code section 245.5 , providing the sickness or injury falls within the eligibility guidelines for immediate family

Sick Leave Reporting

Employees who are unable to report to work due to illness or injury must notify their Supervisor as soon as the issue becomes known, and at least one hour prior to the start of the employee's scheduled workday. It is the responsibility of the employee to keep their Supervisor informed as to a continued absence beyond the first day during a prolonged illness. The employee must notify their Supervisor if it is the employee or an eligible family member that is ill or injured. The employee does not have to disclose the nature of the illness or injury.

If an employee is ordered by a doctor to be off work, the employee shall obtain a written order from the doctor stating:

1. The date the medical leave is to start
2. The date the employee can return to work, or date of next scheduled visit

The District reserves the right to request a medical verification of the eligibility for sick leave in situations where the employee is absent more than three (3) days or there are indications of potential sick leave abuse or fraud. The District further reserves the right to require a "return to work" clearance from the employee's medical provider following a period of extended absence.

Sick leave benefits are intended solely to provide income protection in the event of illness or injury and may not be used for any other absence. Any employee who makes or causes to be made any knowingly false or fraudulent material statement or material representation for the purpose of obtaining sick leave will be denied benefits received as a result of the false information, and will be subject to disciplinary action up to and including termination. Sick leave is not job protected leave, except as required by law.

Sick Leave Cash-Out

Upon retirement from District service or death, the employee or beneficiary may cash out 25% of the unused sick leave.

Catastrophic Leave Donations

Please refer to District Policy B-16, B-16a

Employees who have suffered a catastrophic illness or injury that prevents them from being able to perform their job and who have exhausted all forms of accrued paid leave, may receive donations of paid leave from other Fire District employees. Employees may also donate vacation or compensatory time off to a co-worker suffering from a catastrophic illness or injury. Leave donations must be made to the catastrophic leave bank and are irrevocable. Recipients will receive such leave as sick leave, and any such donated leave may not be cashed out, used to prepay retiree benefit costs, or converted to service credit..

A catastrophic illness or injury is a District employee's critical medical condition considered to be terminal, or a long-term major physical impairment or disability. Employees who are seeking donated leave, and employees who wish to donate leave, should consult the Catastrophic Leave Policy. The following are the basic requirements;

1. The determination of the employee's eligibility for Catastrophic Sick Leave donation shall be at the Fire Chief's (sole discretion and shall be final.
2. The recipient employee, recipient employee's family, or other person designated in writing by the recipient employee must submit a request to the Fire Chief.
3. The recipient employee is not eligible so long as they have paid leaves available; however, the request may be initiated prior to the anticipated date leave balances will be exhausted.
4. A recipient employee is eligible to receive 180 eight-hour working days (1,440 hours) of donated time per employee. However, availability of donated leave does not ensure a protected leave right or guarantee job protection. Other applicable leave statutes and programs (e.g. FMLA, CFRA, the ADA and California FEHA) determine an employee's actual right to leave. Catastrophic leave is simply a wage replacement source that may be available when an employee is on either a job-protected or discretionary District-approved leave.
5. Donations shall be to the Catastrophic Leave Bank, may not be made to a specific employee, and must be made in full-day increments of 8 hours and are irrevocable.

Employees may donate unlimited amounts of accrued vacation (annual leave) or compensatory time, but not sick leave.

6. The donor employee may donate vacation or compensatory time to the Catastrophic Leave Bank, which shall be converted to a dollar value at the donor employee's then-current pay rate. Withdrawals from the Catastrophic Leave Bank will be paid at the recipient's then-current pay rate.
7. Approved catastrophic leave may only be received/used after being requested and formally approved. No retroactive donations will be permitted.
8. Both the donor and the recipient must be employed by the Stanislaus Consolidated Fire Protection District.
9. There is no guarantee that there will be leave available in the Catastrophic Leave Bank if no donations have been made or previous donations have been exhausted.
10. Recipient employees who are able to work but are working less than their regular schedule will integrate Catastrophic Leave donations with time worked and their own paid leaves, which must be used first, not to exceed 100% of the employee's gross salary.

Family Medical Leave (FMLA and CFRA)

Most family and medical leave will be provided to eligible District employees pursuant to California Family Rights Act (CFRA), but the District will also comply with the federal Family Medical Leave Act as well where applicable. Where permitted by law, leave under these programs (as well as California's Pregnancy Disability Leave law, see below) will run concurrently. CFRA and FMLA provide for up to twelve (12) weeks of unpaid, job-protected leave for eligible employees to use for purposes provided by statute. The District utilizes a rolling 12-month CFRA/FMLA period, meaning when the leave is requested, the District will "look back" 12 months to determine how much CFRA/FMLA leave time the employee has utilized in the previous 12 months, and how much (if any) remains for use at the time of this request.

Eligible employees are those who have completed completion of twelve (12) months of District employment and who have worked at least 1250 hours during the twelve (12) months preceding the leave.), an employee may take an unpaid CFRA leave of up to twelve (12) weeks in a twelve (12) month period for the following covered events:

1. The birth, adoption or foster placement of a child (including the child of the employee's domestic partner);
2. The employee's own serious health condition (excluding pregnancy); or
3. The serious health condition of the employee's child (regardless of age), parent, parent-in-law, spouse, registered domestic partners, sibling, grandparent or grandchild, or "designated person" as defined by CFRA; and
4. A qualifying military exigency related to the call to active duty of an employee's spouse, domestic partner, child or parent, in the U.S. Armed Forces.

While on family leave, an employee may elect to utilize any accrued vacation, holiday or compensating time off as a wage replacement source. While on family leave, the District shall continue to pay contributions towards the employee's health, dental and vision plan at the same rate it did while the employee was on active status. . State law provides that family leave is separate and distinct from pregnancy disability leave. All Federal laws and guidelines must be followed regarding FMLA Leave. District Policy/Procedure will detail the regulations set forth regarding appropriate utilization and documentation of FMLA Leave.

Pregnancy Disability Leave

California's Pregnancy Disability Leave law ("PDL") provides that employees who are disabled by pregnancy, childbirth or a related medical condition may take up to four months of job-protected, unpaid leave. There is no eligibility criteria for District employees to utilize PDL; employees are eligible upon hire. PDL leave does not run concurrently with CFRA leave, but does run concurrently with FMLA where FMLA applies.

A pregnant employee seeking PDL leave their supervisor with a statement from her provider which indicates the estimated time of delivery and anticipated leave dates. A pregnant employee is entitled to take a pregnancy disability leave for the portion of the pregnancy and the time following delivery during which the doctor determines she is disabled (not to exceed four months). Prior to that time, the employee shall complete the necessary documents.

Such an employee may elect to use accrued vacation, compensation time, or sick leave as a wage replacement source during PDL leave. Reinstatement subsequent to pregnancy disability leave of absence shall be to the same classification from which leave was taken.

Personal Leave

Employees may request unpaid personal leave only after having completed the new hire probationary period. As soon as eligible employees become aware of the need for personal leave of absence, they must request a leave from the Fire Chief or designee. Personal leave is unpaid leave. All accrued employee leave banks (vacation, holiday, sick & comp time earned must be exhausted prior to unpaid leave request. In the event, a probationary employee is granted unpaid personal leave, their probation period will be extended to correspond with the unpaid time taken off. This is solely at the discretion of the Fire Chief.

Personal leave may be granted for a period of up to 14 calendar days annually. If this initial period of absence proves insufficient, consideration will be given to a written request for a single extension of no more than seven calendar days. Requests for personal leave will be subject to the Chief's discretion and will be evaluated based on a number of factors, including anticipated workload requirements and staffing consideration's during the proposed period of absence.

The District will continue to provide health insurance benefits for the full period of the approved personal leave. No paid leave, (e.g. vacation, sick leave, and holiday benefits) will not continue to accrue during the approved personal leave period.

If an employee fails to report to work promptly at the expiration of the approved leave period, the employee will be deemed to have abandoned his or her position and has resigned.

Military Leave

Any employee who is granted a military leave of absence to serve in the Armed Forces of the United States shall have his/her seniority continued as if the person has remained on the District payroll. The employee shall be reinstated from the military leave of absence at the same salary range that he/she would have been eligible to receive had he/she been on the job. Military leaves of absence will be governed by state and federal law.

WAGES

New employees will be placed in the salary step within their classification based on their experience, education, and overall qualifications. Employees who have not reached Step E within their classification will be considered for the next step within their classification as part of their annual performance review process. The Fire Chief will consider and implement Cost of Living Adjustments annually based on the financial condition of SCFPD and the approval of the Board of Directors.

See Exhibit A for the current salary schedule to be updated as necessary.

Step Increase Upon Promotion

Any employee who is promoted to a position in a class allocated to a higher salary range than the class of position which they currently occupy, shall receive the nearest highest salary in the new salary range that is no less than five (5) percent more than their former salary. Provided, however, that in no case shall the increased salary be more than the top step in the new range. For purposes of further annual increases with the salary range, the probationary period and performance evaluations will be changed to the date when the promotion was effective. Employee must have successfully completed their new hire probation prior to any promotion.

Overtime (Non-Exempt, i.e. "hourly" employees)

Overtime work for employees other than sworn fire safety employees is all work performed beyond eight hours in one day or 40 hours in one work week. Employees will be compensated for overtime work at the rate of one and one-half times the employee's normal hourly rate of pay. All overtime must be approved by the Fire Chief in advance. Overtime for administrative employees who are working alternative work schedules (4/10s or 9/80s) will only receive overtime compensation when they work beyond their schedule alternative workday or in excess of 40 hours per work week.

Mileage Reimbursement

Employees will be reimbursed for authorized use of personal vehicles on Fire District business at the per mile standard business rate as prescribed by the Internal Revenue Service current rate. In the event that an employee incurs property damage to his/her vehicle while on Department business, and is unable to recover the cost of such property damage, the costs shall be paid to the employee by the Department in an amount not to exceed \$500. Proof of insurance coverage and/or fault must be provided to obtain the \$500 reimbursement.

INSURANCE

Medical, Dental and Vision

The District provides medical, dental and vision care coverage at no cost for eligible fulltime employees and their eligible dependents who qualify for health care insurance under the Affordable Care Act and their eligible dependents. The District also offers additional enhanced medical/dental/vision options that require employee contributions.

Waiver of Medical Benefits

Employees who have on-going medical insurance through a spouse or domestic partner that is at a minimum equal to that provided by the District, may elect to withdraw from the Fire District's medical plan. Employees withdrawing from the plan may elect to have 50% of the cost of the District chosen medical plan that the District provides at no cost to the employee paid as follows:

- A. Deferred compensation; or
- B. Cash Benefit- paid bi-weekly as a cash benefit (cash benefits shall be subject to taxation)

To remain eligible for this benefit, employees must annually provide to the District proof of medical coverage. Should the employee at any time elect to exit or re-enter the District's health plan, they can only do so during an open enrollment period or qualifying event.

Life Insurance

The District agrees to provide term life insurance for all non-represented personnel in the amount of \$50,000 at no cost to the employee.

Long-Term Disability Insurance

The district agrees to pay the member's contribution to a Long-Term Disability Plan.

RETIREMENT BENEFITS

California Public Employees Retirement system (CalPERS)

Employees are members of the California Public Employee Retirement System (CalPERS). The formula used is **2.7% at age 55**, and the one year final compensation, section 20042. Members are entitled to the 1959 Survivors Act, section 21574.

Employees covered by this agreement hired after January 1, 2013, they will be subject the current interpretation of the Public Employees' Pension Reform Act of 2013 (PEPRA). The new miscellaneous formula is **2% at age 62**. PEPRA requires that a three-year final compensation period be used to calculate the average final compensation for a retirement calculation for all new members. A new member is defined in PEPRA as any of the following:

- A new hire who is brought into CalPERS membership for the first time on or after January 1, 2013, and who has no prior membership in any California public retirement system.
- A new hire who brought into the CalPERS membership for the first time on or after January 1, 2013, and who is not eligible for reciprocity with another California public retirement system.
- A member who first established CalPERS membership prior to January 1, 2013, and who is rehired by a different CalPERS employer after a break in service of greater than six months.

CalPERS refers to all members who do not fit within the definition of a new member as "classic members".

An employee may elect to purchase up to four years of service credit for any continuous active military or merchant marine service prior to employment with the District as outlines in Section 21024 of the CalPERS optional benefits provisions. Employees may also participate in the Additional Service Credit Purchase Program offered by CalPERS. The employee will bear the cost of exercising any service credit purchase option.

Optional Benefit-Deferred Compensation

Eligible Employees working at least 50% of the normal full-time work week are eligible to participate in the 457 Deferred Compensation Plan. This plan allows for a method of tax deferment of income and at the same time allows for additional retirement income. Employees contribute a pre-tax amount of salary into the plan. Participation is optional. Employee is responsible for 100% of all contributions. This optional benefit is offered during annual open enrollment period. Please contact the Human Resource Coordinator for more information.

Medicare

The Fire District does not participate in the Social Security System for retirement purposes. Employees hired after 1985 are covered by the Medicare portion of Social Security for Hospital Insurance for senior citizens. The employee and the Fire District each contribute 1.45% of salary for Medicare.

State Disability Insurance

The Fire District does not participate in State Disability program. The District provides a Long-Term Disability plan to eligible employees.

ADDITIONAL BENEFITS

Educational Reimbursement

Upon the approval of an educational plan by the employee's supervisor, an employee may engage in job-related educational courses which maintain or upgrade the employee's job skills, and/or prepares the employee for promotional opportunities. The District shall pay up to \$1,000 per employee per fiscal year. Prior to reimbursement, documentation of successful completion of the course(s) is required with a grade of C or better.

Uniform Allowance

The District shall provide annually a \$500.00 clothing allowance to eligible prevention employees that are required to wear Department specified uniforms as determined by the Fire Chief. The allowance will be disbursed as a bi-weekly allowance of \$19.23 paid per pay period and received each pay day.

All new hires from outside the District will be allocated \$500.00 for the purpose of purchasing required uniforms and appropriate accessories on their first pay check.

Administrative Dress Code

The administrative staff dress code is business casual; (e.g. polo shirt/blouse with collars, casual dress slacks/khaki pants, dresses/skirts no shorter than 2 inches from knee). Employees may wear denim on working Fridays. No heavy perfume/lotion as to not offend or cause any allergy reactions.

No tank tops, crop tops, shorts, hoodie sweatshirts, tennis shoes, or flip flops.

Employee Assistance Program

The District provides contracted services for eligible employees for Counseling and Stress Debriefing. These services include employee counseling and Critical Incident Stress Debriefing (CISD) at the District's expense. Generally, the employee may have three visits prior to referral to another program. Details for this program are available from management.

SIGNATURE PAGE

I, _____, _____
PRINT EMPLOYEE NAME EMP ID#

UNDERSTAND AND AGREE THAT I HAVE RECEIVED A COPY OF THE NON-SAFETY UNREPRESENTED PERSONNEL SUMMARY OF WAGES & BENEFITS HANDBOOK AND HAVE ACCESS TO ALL POLICIES AND PROCEDURES POSTED ON DISTRICT WEBSITE AT WWW.SCFPD.US. I ALSO UNDERSTAND THAT IT IS MY RESPONSIBILITY TO READ, UNDERSTAND AND ABIDE BY THIS HANDBOOK AND ALL POLICIES AND PROCEDURES OF SCFPD.

EMPLOYEE SIGNATURE DATE

THIS FORM TO BE PLACED IN PERSONNEL FILE

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT
Effective 01/01/2023 to 12/31/2023

			Step A	Step B	Step C	Step D	Step E
			Step A	Step B	Step C	Step D	Step E
7	Administrative Assistant I	(Part-Time)	Hourly \$ 14.42	Hourly \$ 15.14	Hourly \$ 15.90	Hourly \$ 16.70	Hourly \$ 17.53
			Bi-Weekly \$-				
			Monthly \$-				
			Annual \$-				
8	Operations Assistant	(Part-Time)	Hourly \$ 14.42	Hourly \$ 15.14	Hourly \$ 15.90	Hourly \$ 16.70	Hourly \$ 17.53
			Bi-Weekly \$-				
			Monthly \$-				
			Annual \$-				
15	Finance Specialist		Hourly \$ 28.61	Hourly \$ 30.05	Hourly \$ 31.55	Hourly \$ 33.12	Hourly \$ 34.78
			Bi-Weekly \$ 2,289.07	Bi-Weekly \$ 2,403.62	Bi-Weekly \$ 2,523.80	Bi-Weekly \$ 2,649.98	Bi-Weekly \$ 2,782.48
			Monthly \$ 4,959.65	Monthly \$ 5,207.84	Monthly \$ 5,468.23	Monthly \$ 5,741.62	Monthly \$ 6,028.71
			Annual \$ 59,515.82	Annual \$ 62,494.12	Annual \$ 65,618.80	Annual \$ 68,899.48	Annual \$ 72,344.48
16	Administrative Assistant II		Hourly \$ 18.84	Hourly \$ 19.78	Hourly \$ 20.77	Hourly \$ 21.81	Hourly \$ 22.90
			Bi-Weekly \$ 1,506.93	Bi-Weekly \$ 1,582.28	Bi-Weekly \$ 1,661.39	Bi-Weekly \$ 1,744.46	Bi-Weekly \$ 1,831.69
			Monthly \$ 3,265.02	Monthly \$ 3,428.27	Monthly \$ 3,599.68	Monthly \$ 3,779.66	Monthly \$ 3,968.66
			Annual \$ 39,180.18	Annual \$ 41,139.28	Annual \$ 43,196.14	Annual \$ 45,355.96	Annual \$ 47,623.94
17	Administrative Assistant III		Hourly \$ 28.61	Hourly \$ 30.05	Hourly \$ 31.55	Hourly \$ 33.12	Hourly \$ 34.78
			Bi-Weekly \$ 2,289.07	Bi-Weekly \$ 2,403.62	Bi-Weekly \$ 2,523.80	Bi-Weekly \$ 2,649.98	Bi-Weekly \$ 2,782.48
			Monthly \$ 4,959.65	Monthly \$ 5,207.84	Monthly \$ 5,468.23	Monthly \$ 5,741.62	Monthly \$ 6,028.71
			Annual \$ 59,515.82	Annual \$ 62,494.12	Annual \$ 65,618.80	Annual \$ 68,899.48	Annual \$ 72,344.48
31	Fire Inspector		Hourly \$ 30.10	Hourly \$ 31.60	Hourly \$ 33.19	Hourly \$ 34.85	Hourly \$ 36.58
			Bi-Weekly \$ 2,408.00	Bi-Weekly \$ 2,528.00	Bi-Weekly \$ 2,655.20	Bi-Weekly \$ 2,788.00	Bi-Weekly \$ 2,926.40
			Monthly \$ 5,217.33	Monthly \$ 5,477.33	Monthly \$ 5,752.93	Monthly \$ 6,040.67	Monthly \$ 6,340.53
			Annual \$ 62,608.00	Annual \$ 65,728.00	Annual \$ 69,035.20	Annual \$ 72,488.00	Annual \$ 76,086.40
51A	Fire Marshal (40 hr)		Hourly \$ 49.08	Hourly \$ 51.53	Hourly \$ 54.11	Hourly \$ 56.81	Hourly \$ 59.66
			Bi-Weekly \$ 3,926.40	Bi-Weekly \$ 4,122.68	Bi-Weekly \$ 4,328.60	Bi-Weekly \$ 4,544.90	Bi-Weekly \$ 4,772.44
			Monthly \$ 8,507.20	Monthly \$ 8,932.47	Monthly \$ 9,378.62	Monthly \$ 9,847.27	Monthly \$ 10,340.29
			Annual \$ 102,086.40	Annual \$ 107,189.62	Annual \$ 112,543.48	Annual \$ 118,167.28	Annual \$ 124,083.52



Stanislaus Consolidated Fire Protection District
 Tim Tietjen, Fire Chief
 3324 Topeka Street
 Riverbank, CA 95367
 Phone: (209) 869-7470 · Fax: (209) 869-7475

STAFF REPORT

TO: President and Members of the Board

FROM: Chief Tim Tietjen

SUBJECT: Resolution to Ratify the Prior Implementation of a Resolution to Tax Defer Member Paid Contributions – Internal Revenue Code (“Code”) Section 414(h)(2)

DATE: March 30, 2023

SUMMARY

CalPERS notified the District on March 3, 2023, that the adoption of a new Code Section 414(h)(2) resolution would be prudent to ensure that member paid contributions to CalPERS can continue to be treated as made on a pre-tax basis because the prior resolution adopted by the Board, effective December 31, 2008, cannot be located.

BACKGROUND

On March 3, 2023, CalPERS notified the District that a prior resolution submitted to CalPERS in 2008 to ensure that employee contributions to CalPERS were treated as made on a pre-tax basis could not be located in their files. Staff has similarly been unable to locate said resolution. Accordingly, CalPERS has requested that the District submit a new Section 414(h)(2) resolution ratifying the prior action to ensure that member paid contributions to CalPERS can continue to be treated as made on a pre-tax basis.

ANALYSIS

This resolution is required under Code Section 414(h)(2) if the District wishes to continue treating member paid contributions to CalPERS as made on a pre-tax basis. Under Code Section 414(h)(1) *designated employee contributions* are treated as made on an after-tax basis. Whether a contribution is *designated* as an employee contribution is determined under the terms of the retirement plan that requires such contributions. Here, employee contributions required of classic employees (8% for Miscellaneous and 9% for Safety) and the employee contributions required of PEPPA employees (currently, 6.75% for Miscellaneous and 13% for Safety) are *designated* as employee contributions by the Public Employees’ Retirement Law regardless of how they are paid (i.e., by employees as deductions from wages or by the District as employer paid member contributions, or EPMC). As such, these contributions must be treated as made on an after-tax basis *unless* an exception applies.

This exception is codified under Code Section 414(h)(2) which provides, in part:

“ . . . in the case of any plan established by the government of any . . . political subdivision . . . where the contributions of employing units are designated as employee contributions but where any employing unit *picks up the contributions*, the contributions so picked up shall be treated as

employer contributions.” (Emphasis added).

If the designated employee contributions are treated as employer contributions, then the contributions are treated as pre-tax for income tax withholding purposes under the authority of Code Section 3401(a)(12)(A). In order for the exception under Code Section 414(h)(2) to apply, the District must comply with the following requirements set forth in Revenue Ruling 2006-43:

- The District must specify that the contributions, although designated as employee contributions, are being paid by the employer; and
- The employee must not be able to choose to receive the contributed amounts directly instead of having them paid to CalPERS; and
- The Board of Directors must take formal action with respect to the preceding elements as evidenced by a contemporaneous written document (e.g., meeting minutes, a resolution or an ordinance).

The District complied with the foregoing requirements in 2008 but the corresponding resolution cannot be located by staff or by CalPERS.

The references in the Resolution to the employee contributions being “paid by” or “picked up” by the District are *required* in order to ensure that the exception under Code Section 414(h)(2) is applied so that designated employee contributions are treated as made on a pre-tax basis. This terminology has nothing to do with how the designated employee contributions are actually paid. The sole purpose of this Resolution is to determine how employee contributions are treated for income tax purposes.

Employee contributions will continue to be paid solely by employees through deductions from wages. However, adoption of the Resolution will ensure that such deductions can continue to be taken on a pre-tax basis for income tax purposes. These deductions will continue to be subject to Medicare and, if applicable, social security withholdings pursuant to Code Section 3121(v)(1)(B).

FISCAL IMPACT

There is no financial impact. Contributions to CalPERS required of members will continue to be paid by employees pursuant to a deduction from their wages.

Attachment:

1. Resolution Ratifying the Implementation of the Provisions of Section 414(h)(2) of the Internal Revenue Code to Tax Defer Employee Retirement Contributions to CalPERS

RECOMMENDED ACTION

Adopt a Resolution (Attachment 1) to Tax Defer Member Paid Contributions Pursuant to Code Section 414(h)(2).

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT**RESOLUTION NO. 2023-004****RESOLUTION OF THE BOARD OF DIRECTOR OF STANISLAUS CONSOLIDATED
FIRE PROTECTION DISTRICT RATIFYING THE IMPLEMENTATION OF THE
PROVISIONS OF SECTION 414(h)(2) OF THE INTERNAL REVENUE CODE TO TAX
DEFER EMPLOYEE RETIREMENT CONTRIBUTIONS TO CALPERS**

WHEREAS, the Board of Directors of Stanislaus Consolidated Fire Protection District ("District") has the authority to implement the provisions of Section 414(h)(2) of the Internal Revenue Code ("Code") whereby any amount contributed to a public employer pension plan, which is designated as an employee contribution, may be picked up on a pre-tax basis by the public employer and excluded from an employee's gross income if the employer specifies that the contributions, although designated as employee contributions to the plan, are being paid by the employer in lieu of contributions by the employee, and the employee cannot choose to receive the amounts directly instead of having them paid into the plan; and

WHEREAS, the Board of Directors has determined that even though the implementation of the provisions of IRC Section 414(h)(2) is not required by law, the tax benefit offered by Code Section 414(h)(2) in reducing taxable employee gross income should be provided to all District employees who are members of CalPERS; and

WHEREAS, Internal Revenue Service Revenue Ruling 2006-43 requires an employer take contemporaneous action evidencing an intent to establish a proper pick-up under IRC Section 414(h)(2); and

WHEREAS, the Board of Directors previously took action to tax-defer normal member contributions paid by employees pursuant to salary reduction but staff has been unable to locate the resolution or minutes; and

WHEREAS, on March 7, 2023, CalPERS confirmed via electronic mail that although it had a record of the District approving a tax-deferred member contribution resolution, with an effective date of December 31, 2008, it was similarly unable to locate a copy in its records; and

WHEREAS, out of an abundance of caution, the Board of Directors has determined it is prudent to adopt this Resolution to ratify its prior action to ensure that contributions to CalPERS designated as normal member contributions can continue to be treated as made on a pre-tax basis.

**NOW, THEREFORE, be it resolved, by the BOARD OF DIRECTORS of
STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT as follows:**

(a) Pursuant to IRC Section 414(h)(2), the Board of Director hereby elects to reaffirm its implementation of an employer pick-up and to implement an employer pick-

up pursuant to this Resolution, of employee retirement contributions on behalf of District employees who are members of CalPERS. "Employee retirement contributions" shall mean those contributions credited to an employee's account as normal member contributions. This provision will apply to all employees of the District that are members of CalPERS.

(b) Picked up contributions, although designated as employee contributions to CalPERS, will be picked up on a pre-tax basis in lieu of employee contributions so that such contributions are treated as employer contributions.

(c) Employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the District to CalPERS.

(d) Amounts picked up by the District shall be paid from the same sources of funds as used in paying salary.

(e) Amounts picked up by the District shall be treated for all purposes, other than taxation, in the same way that member contributions are treated by CalPERS. This treatment shall apply to all employees of the District.

(f) If any section, subsection, clause or phrase in this Resolution is for any reason held invalid, the validity of the remainder of this Resolution shall not be affected thereby. The Board of Directors hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases or the application thereof be held invalid.

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the District Board by the following vote:

AYES:	Directors:
NOES:	Directors:
ABSENT:	Directors:
ABSTAIN:	Directors:

Dated: March 30, 2023

Jonathan Goulding, Board President

ATTEST:

APPROVED AS TO FORM:

Amanda McCormick, Clerk of the Board

Frank Splendorio, District Counsel

February Monthly Station Response Summary by Station and Shift

Report Date Range: February 1 - February 28, 2023

Fire 100	Rupture/ Explosion 200	EMS/ Rescue 300	Hazardous Condition 400	Service Call 500	Good Intent 600	False Call 700	Severe Weather 800	Other 900	Shift Totals
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Station 21 (Airport)										
Shift A	1	0	13	1	3	4	0	0	0	22
Shift B	8	0	17	0	2	3	0	0	0	33
Shift C	7	0	28	2	1	4	1	0	0	43
Total	16	0	58	3	6	11	4	0	0	98

Station 22 (Empire)										
Shift A	2	0	7	0	0	1	0	0	0	10
Shift B	3	0	12	0	0	1	0	0	0	16
Shift C	2	0	11	0	2	0	1	0	1	17
Total	7	0	30	0	2	2	1	0	1	43

Station 23 (Fruityard)										
Shift A	0	0	2	0	2	1	0	0	0	5
Shift B	1	0	7	1	0	1	0	0	0	10
Shift C	1	0	2	1	0	0	0	0	0	4
Total	2	0	11	2	2	2	0	0	0	19

Station 24 (Waterford)										
Shift A	2	0	21	1	1	2	0	0	0	27
Shift B	0	0	17	0	1	3	0	0	0	24
Shift C	1	0	22	0	1	0	0	0	0	24
Total	3	0	60	1	3	5	3	0	0	75

Station 25 (La Grange)										
Shift A	0	0	2	0	0	1	0	0	0	3
Shift B	0	0	1	0	0	0	0	0	0	1
Shift C	1	0	1	0	0	0	0	0	0	2

Total	1	0	4	0	0	1	0	0	0	6
Station 26 (Riverbank)										
Shift A	0	0	20	4	1	10	3	0	0	38
Shift B	1	0	31	1	1	3	1	0	0	38
Shift C	0	0	37	2	5	1	4	0	1	50
Total	1	0	88	7	7	14	8	0	1	126

District Totals	30	0	251	13	20	35	16	0	2	367
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February Monthly Apparatus Response Summary by Station and Shift

Report Date Range: February 1 - February 28, 2023

Fire 100	Rupture/ Explosion 200	EMS/ Rescue 300	Hazardous Condition 400	Service Call 500	Good Intent 600	False Call 700	Severe Weather 800	Other 900	Shift Totals
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Station 21 (Airport)									
Shift A	8	0	25	1	3	10	0	0	47
Shift B	14	0	29	1	2	12	3	0	61
Shift C	14	0	34	2	1	10	1	0	62
Total	36	0	88	4	6	32	4	0	170

Station 22 (Empire)									
Shift A	7	0	12	0	1	1	1	0	22
Shift B	6	0	17	0	1	6	0	0	30
Shift C	5	0	16	2	4	7	3	0	38
Total	18	0	45	2	6	14	4	0	90

Station 23 (Fruit Yard)									
Shift A	6	0	9	1	2	1	0	0	19
Shift B	4	0	11	1	0	1	1	0	18
Shift C	5	0	5	1	0	1	0	0	12
Total	15	0	25	3	2	3	1	0	49

Station 24 (Waterford)									
Shift A	3	0	23	1	1	3	0	0	31
Shift B	0	0	15	1	1	2	4	0	23
Shift C	2	0	23	0	1	1	0	0	27
Total	5	0	61	2	3	6	4	0	81

Station 26 (Riverbank)									
Shift A	1	0	20	4	1	15	4	0	45
Shift B	3	0	33	0	2	6	1	0	45
Shift C	1	0	37	2	4	8	4	0	57

Total	5	0	90	6	7	29	9	0	1	147
District Totals	79	0	309	17	24	84	22	0	2	537

Total 0 0 0 0 0 0 0 0 0 0

Prevention 1

Shift A	0	0	0	0	0	0	0	0	0	0	0
Shift B	1	0	0	0	0	0	0	0	0	0	0
Shift C	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0

District Total

20 0 23 4 0 8 1 0 0 56



Stanislaus Consolidated Fire Protection District
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STAFF REPORT

TO: President Goulding and Members of the Board of Directors
FROM: Captain Tim Johnson, Training Officer
SUBJECT: February Training Report
DATE: March 1, 2023

Completed Training for February

•Total Hours of Training – 1,773 hours.

February Training

- MST personnel completed first quarter EMS training. ALS personnel reviewed External Jugular access, Interosseous access, Huber Needle for port access. BLS personnel reviewed administration of Epinephrine, Naloxone, Aspirin, and use of CPAP. Additionally, personnel completed in-service training on the new BLS Lifepak that are being placed on MFD apparatus.
- All suppression personnel were assigned a new course titled, "Death Communication for First Responders". The six-module course is designed to train our personnel to properly communicate and interact with family members on the scene of EMS incidents when we have declared a patient deceased. Personnel will receive 2 hours of EMS Continuing Education when they complete the course.
- The fire training division completed a one-week Relief Engineer Academy for MFD firefighters who can work as out-of-grade engineers.
- Turlock City Fire hosted a SFM Heavy Lift Class at the Turlock training grounds.
- Companies rotated through the quarterly Battalion Drills. The topic of focus this quarter is operating at a commercial structure fire.
- Training Hours Summary:
 - Engine Company Training: 324 hours
 - Driver's Training: 122 hours
 - Forcible Entry: 53 hours
 - Blue/Green/Orange Sheet Review: 144 hours
 - EMS: 191 hours
 - Vector Solutions issued CEs: 62 hours
 - SCFPD issued CEs: 98 hours
 - Non-CE EMS training: 31 hours
 - Tech Rescue: 102 hours
 - Policy and Procedure Review: 225 hours
 - Mandated Training: 155 hours
 - Ladders: 58 hours

March Training

- Seven-month testing for MST Academy 2022-02 will be conducted in March.
- The Fire Training Division is preparing for the next joint fire academy which is tentatively scheduled to begin mid-April.
- MST crews will rotate through the quarterly drivers training being held at the RFTC.