# Downieville Fire Protection District

## Regular Meeting Minutes — Wednesday, November 12, 2025, 3:00 p.m.

Location: Community Hall, Downieville

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1. Call to Order – Roll Call

Call to order: 1500 by the Chair Frank Lang

Commissioners Present: Frank Lang, Greg Johnson, Cherry Simi, Diane Wharff, Lynn Spaulding

Staff/Guests: Steve Folsom (EMS Supervisor), Stephanie Aufdermaur (Dispatch Supervisor), Cory Schiemann (Paramedic), Peggy McDermott (Bookkeeper), Robert Hall (Battalion Chief), Jake Dickman (Risk Management), Sheriff Mike Fisher, Aaron Stringer (Dispatch Supervisor for Sheriff Office.

2. Approval of Agenda

Motion to approve the Agenda: Diane Wharff; seconded by Cherry Simi ; carried unanimously.

3. Approval of Minutes

Motion to approve the September 17, 2025 minutes: Cherry Simi; seconded by Diane Wharff; carried unanimously.

4. Public Comment

No public comment was received.

5. Announcements & Correspondence

Sheriff Mike Fisher: Discussed taking over Downieville Fire Protection District for the night shifts, 1800 to 0600. Aaron Springer will be training with Robert Hall and Stephanie Aufdermaur. Sheriff's office hopes to start taking the nigh shift at the beginning of December.

Jake Dickman: Provided a detailed risk management update, including progress on policy compliance, handbook consolidation, wage and labor compliance, and statewide requirements. He emphasized that risk management exists to support community innovation and safe operations. He noted the Loss Prevention Subsidy Fund reimburses up to $1,000 for qualifying training.

Downieville Fire Protection District has no Risk Manager, Motion to nominate Lynn Spaulding as Risk Manager: Greg Johnson; seconded by Cherry Simi ; carried unanimously.

6. Financial Report

Treasurer's Report – Cherry Simi

• New Firehouse Fund: $14,654.60

• Paramedic ALS Fund: $61,224.31

• Building Reserve Fund: $16,18604

• Ambulance Fund: $5,003.51

• Apparatus Fund: $157,158.58

• General Fund Checking: $166,111.23

• County Investment Pool: $300,000 invested; YTD interest earned $4,447.50, Total $304,447.50

Property tax distribution reports lacked standard breakdowns; Commissioner Johnson will follow up with the County.

Motion to approve the Financial Report: Diane Wharff; seconded by Greg Johnson; carried unanimously.

7. Officer Reports — EMS Supervisor & Battalion Chief

7.1 EMS Supervisor Report – Steve Folsom

All EMS personnel are current on CPR, ACLS, PALS, and continuing education requirements. A recent EMS audit found documentation exceptionally organized with no deficiencies. Ongoing training includes trauma, cardiac, airway, and pediatric care.

7.2 Battalion Chief Report – Robert Hall

Chief Hall provided operational insight regarding pre-positioning deployments, reimbursement delays due to multi-agency approval processes, equipment lifecycle considerations, and dispatch coordination during high-priority incidents.

Motion to approve the Officer Reports: Lynn Spaulding; seconded by Diane Wharff; carried unanimously.

8. Committee Updates (Chair)

8.1 New Firehouse: The Committee discussed funding considerations, preliminary design and engineering needs, site considerations, and potential grant opportunities. The project will continue under committee review. Next step is to come up with a budget.

8.2 Rybicki & Associates: Motion to approve the Attorney-Client Fee Agreement to review updated Compensation Rate Policy: Cherry Simi; seconded by Greg Johnson; carried unanimously.

8.3 Streamline Website Update PDF Accessibility:  Motion to archive all PDFs on website from 2020-2024: Greg Johnson; seconded by Cherry Simi ;  carried unanimously.

9. Paramedic Report (Cory Schiemann)

Ambulance and crews remain operationally ready. Equipment readiness, coordination with EMS supervision, and impacts of reimbursement delays on operations were discussed.  Next step is to come up with a budget.

10. Dispatch Supervisor Report (Stephanie Aufdermaur)

Dispatch staffing challenges, recruitment needs, advertising strategies, and program sustainability were discussed. Coordination with the Sheriff's Office for coverage was reviewed.

11. Business Items — Old

Hurst EWXT/E3 25.2V/9Ah Batteries:  Motion to approve purchase in the amount of $3,192.27; Greg Johnson: seconded by Diane Wharff; carried unanimously.

12. Business Items — New

None.

13. Other Discussion

None.

14. Next Board Meeting

Wednesday, December 17, 2025 at 3:00 p.m. — Community Hall, Downieville

15. Adjournment

Adjournment 1655: Motion to adjourn: Diane Wharff; seconded by Lynn Spaulding; carried unanimously.

16. Closed session meeting;  1700: Frank Lang, Cherry Simi, Diane Wharff, Greg Johnson and Lynn Spaulding.