



**Sonoma County Fire District Board of Directors**  
**Regular Board Agenda**  
**Tuesday October 22, 2024 2:00 PM**  
Location: Fire Station 1 - 8200 Old Redwood Hwy. Windsor

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*The Board meeting agenda and all supporting documents are available for public review at 8200 Old Redwood Highway, Windsor, CA, 72 hours in advance of a scheduled board meeting. Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet, and not otherwise exempt from disclosure, will be made available for public inspection at the District Office at 8200 Old Redwood Hwy, Windsor, during normal business hours and on the website at [www.sonomacountyfd.org](http://www.sonomacountyfd.org). Copies of supplemental materials distributed at the Board meeting will be available for public inspection at the meeting location.*

*In accordance with the Americans with Disabilities Act, anyone needing special assistance to participate in this meeting should contact District Executive Assistant Kathy Washington at the District Office at 707-838-1170. Notification 48-hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.*

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

President Treanor

Vice President Klick

Director So

Secretary/Treasurer Briare

Director Hamann

Director Tognozzi

Director Weaver

**OPEN TIME FOR PUBLIC EXPRESSION**

(Three-minute time limit)

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board consideration may be placed on the agenda for discussion at a future meeting.

**AGENDA ADJUSTMENTS**

*An opportunity for the Board President to approve adjustments to the current agenda.*

**SONOMA COUNTY PROFESSIONAL FIREFIGHTERS' ASSOCIATION PRESIDENT'S REPORT**

*An opportunity for the President of the Sonoma County Professional Firefighters Association to address the Board on matters of the Association.*

**DIRECTOR REPORTS**

*An opportunity for Directors to report on their individual activities related to District business.*

**FIRE CHIEF'S REPORT**

*Chief Heine will report on District administration and operations.*

**SCFD-EMS STATUS REPORT**

*Staff will provide a status report on the Districts operation in EOA-1.*



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**CONSENT CALENDAR ITEMS**

*These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any Director.*

1. Approve the minutes from the September 17, 2024 Regular Board of Directors Meeting
2. Approve bills and payables for September 2024.
3. Report out on Compassionate Care/Hardship Application(s)

**ACTION ITEMS**

**1. AUTHORIZE THE FIRE CHIEF TO MAKE CHANGES TO THE ORGANIZATIONAL CHART TO REFLECT THE ADDITION OF POSITIONS FUNDED BY MEASURE H**

*The Board will consider authorizing the Fire Chief to make changes to the District's organizational chart to reflect positions added by Measure H funding.*

**2. VOLUNTEER PROGRAM UPDATES**

*The Board will receive a presentation on the volunteer program updates, and consider action related to any recommendations.*

**3. APPROVAL OF THE SALES AGREEMENT FOR THE RIO NIDO STATION**

*The Board will consider approving the sales agreement for the Rio Nido Station.*

**COMMITTEE REPORT**

1. Standing Committee: Finance
2. Standing Committee: Facilities
3. Ad Hoc Committee: Fire Chief transition

**FINANCIAL REPORTS**

**COMMUNICATIONS**

**CLOSED SESSION**

1. Anticipated Litigation (two cases) (Government Code section 54956.9(b)).
2. Conference with Real Property Negotiator (Government Code Section 54956.8)  
Property: 14770 Rio Nido Road APN 070-295-002  
Agency Negotiator: Deputy Chief Busch  
Negotiating Parties: The Friends of Rio Nido  
Under Negotiation: Price and terms of payment under negotiation



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3. Public Employee Performance Evaluation (Government Code Section 54957)
  - a. Fire Chief

**REPORT OUT ON CLOSED SESSION**

**ADJOURNMENT**



Sonoma County Fire District Board of Directors  
Staff Report

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**Date:** October 22, 2024

**Topic:** EOA Status

**EOA-1 Status Report  
For the period of July 1, 2024 to August 30, 2024**

**Respectfully Submitted by:**

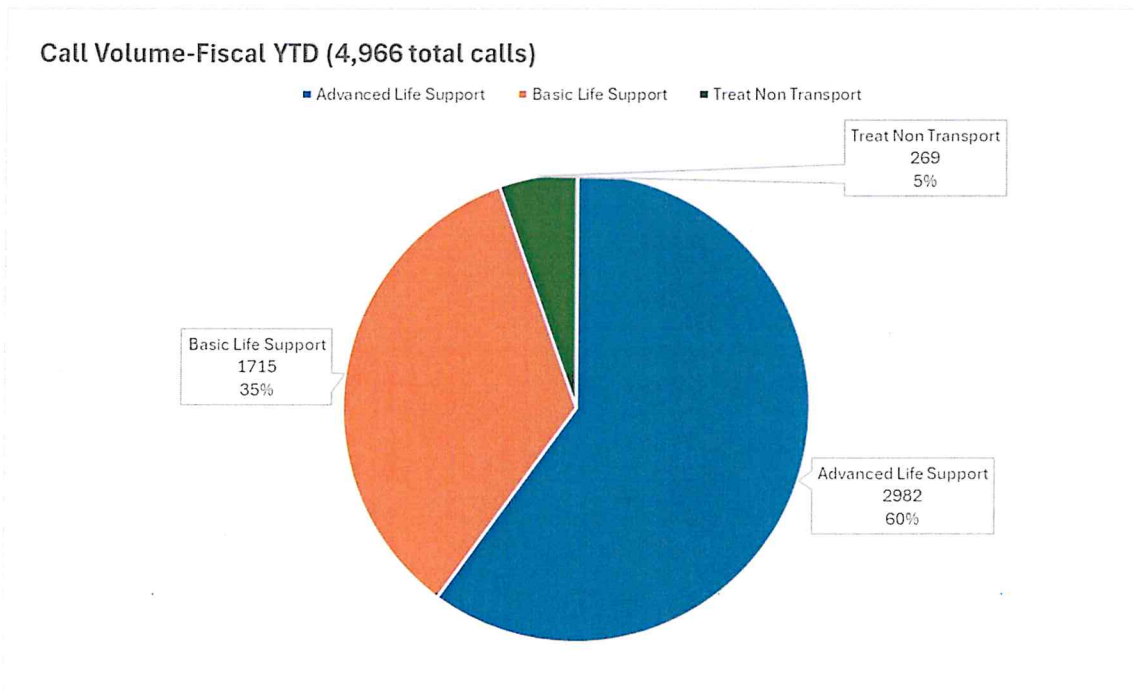
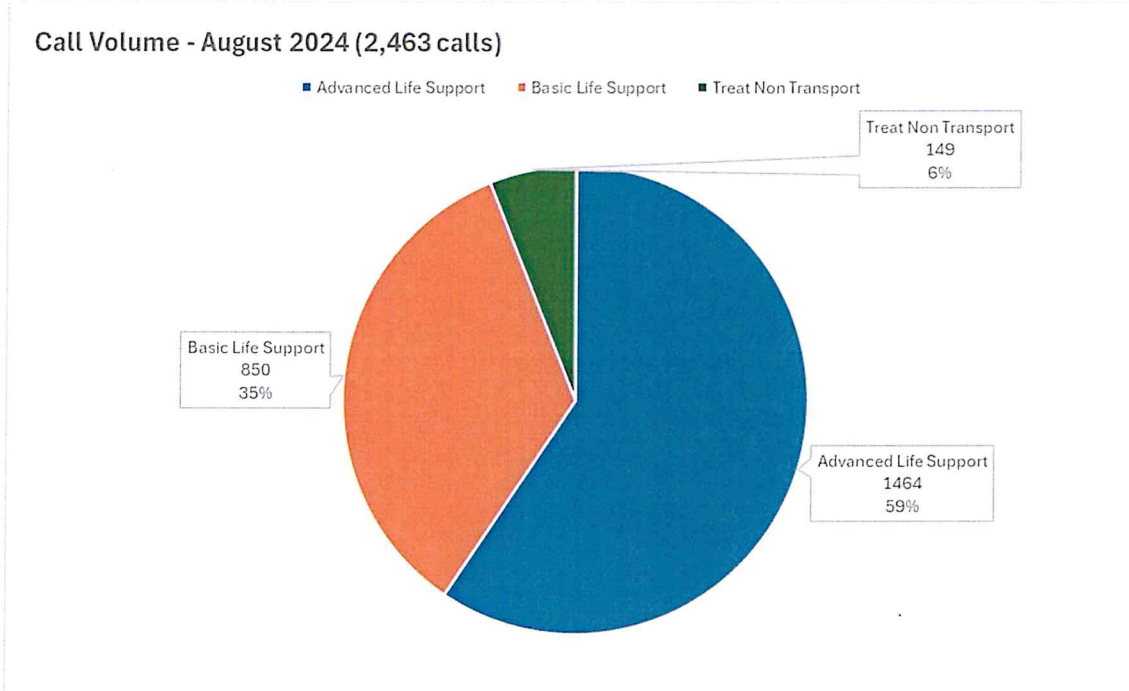
EMS Division Chief Matt Windrem  
Chief Financial Officer Terri Bolduc  
Financial Analyst Heidi Flowers  
Accounting Assistant Tiffany Leo

October 22, 2024



## Sonoma County Fire District Board of Directors Staff Report

### Call Volume:





**Sonoma County Fire District Board of Directors  
Staff Report**

**EOA-1 Financial Status Report:**

Reporting Period #8  
August 2024 Revenue & Expense Summary

	Actual	Anticipated
	Aug 24	Aug 24
<b>Revenue</b>		
Projected Ambulance Revenue	0	2,593,970
<b>Total 3670 - Ambulance Billings</b>	396,339	0
<b>Total 3671 - Charges for Svcs (Other)</b>	79,954	0
<b>Total Revenue</b>	476,293	0
<b>Expense</b>		
Total 6457 -Computer/Software Charges	0	8,683
Total 6500- Professional/Special Serv	2,028,724	67,000
Total 6526- Dispatch	0	131,833
Total 6573- Program Admin. Reimb.	0	36,865
Total 6610- Legal Services	6,130	0
Total 6666- Ambulance Charges	81,635	0
Total 7006- EMS Agency Expenses	49,441	0
Total 7007- FRALS Expenses	125,000	0
<b>Total Expense</b>	2,290,929	244,381
<b>Actual Revenue Less Actual Expenses</b>	<b>-1,814,636</b>	
<b>Projected Revenue Less Actual &amp; Anticipated Expenses</b>		<b>58,659</b>

Revenue estimated to be collected for services provided in August is estimated to be \$2,593,970.

The District has received \$396,339 of the August revenue.

Actual expenses for the period of August 1, 2024 to August 30, 2024 are \$2,290,929. Additional anticipated expenses for the period of August 1, 2024 to August 30, 2024 are estimated at \$244,381.

It is projected that revenue less expenses for this reporting period will be a net income to the district of \$58,659 when the August estimated collections are all received.

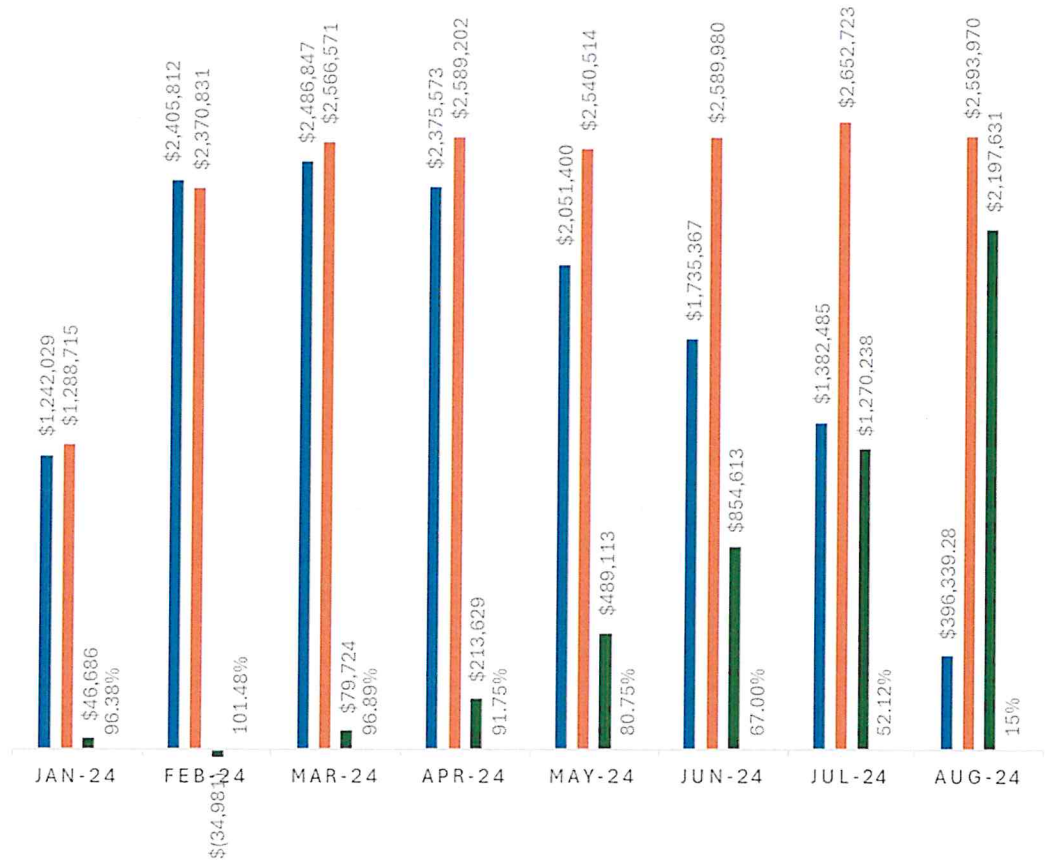
**The District has not utilized any Emergency Medical Services Fund during this period.**



## Sonoma County Fire District Board of Directors Staff Report

### REVENUE AS OF 8/31/2024

■ Revenue Received    
 ■ Projected Revenue    
 ■ Outstanding Projected Revenue    
 ■ % of Projected Revenue Collected



	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
<span style="color: blue;">■</span> Revenue Received	\$1,242,029	\$2,405,812	\$2,486,847	\$2,375,573	\$2,051,400	\$1,735,367	\$1,382,485	\$396,339.28
<span style="color: orange;">■</span> Projected Revenue	\$1,288,715	\$2,370,831	\$2,566,571	\$2,589,202	\$2,540,514	\$2,589,980	\$2,652,723	\$2,593,970
<span style="color: green;">■</span> Outstanding Projected Revenue	\$46,686	\$(34,981)	\$79,724	\$213,629	\$489,113	\$854,613	\$1,270,238	\$2,197,631
<span style="color: blue;">■</span> % of Projected Revenue Collected	96.38%	101.48%	96.89%	91.75%	80.75%	67.00%	52.12%	15%



Sonoma County Fire District Board of Directors  
Staff Report

Community Outreach:



Hands Only CPR & Stop the Bleed training with Spring Hills Christian Life Skills Class for 7<sup>th</sup> & 8<sup>th</sup> graders.







Sonoma County Fire District Board of Directors  
Staff Report



Supporting and feeding cyclist riding in the National EMS Bike Ride.





Sonoma County Fire District Board of Directors  
Staff Report



Sonoma County Fire District  
& Medic Ambulance joint  
booth at the Northbay Job  
Fair at LBC.





**Sonoma County Fire District Board of Directors**  
**Regular Board Minutes**  
**Public Hearing**  
**Tuesday September 17, 2024 2:00 PM**  
Location: Fire Station 1 - 8200 Old Redwood Hwy. Windsor

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**CALL TO ORDER**

Treanor called the meeting to order at 2:00  
Present for Staff: Chief Heine, Washington, Bolduc  
Present for Counsel: Adams

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

President Treanor- present  
Vice President Klick- present      Secretary/Treasurer Briare- present      Director Hamann- present  
Director So- present      Director Tognozzi- absent      Director Weaver- present

**OPEN TIME FOR PUBLIC EXPRESSION**

(Three-minute time limit)

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board consideration may be placed on the agenda for discussion at a future meeting.

There were 4 members of the Friends of Rio Nido that attended the meeting and spoke to the Board of Directors about item #2 in closed session, per the agenda. They expressed their gratitude for the Boards consideration of their offer to purchase our Rio Nido station. They spoke about the possible uses for the building and the positive impacts it will have on the community.

**AGENDA ADJUSTMENTS**

None

**SONOMA COUNTY PROFESSIONAL FIREFIGHTERS' ASSOCIATION PRESIDENT'S REPORT**

N/A

**DIRECTOR REPORTS**

N/A

**FIRE CHIEF'S REPORT**

Chief Heine reviewed the activities of the crews and events over the month. He discussed; there were many community events last month and in September (9/11 event at SCY 3, tribute stair climb for 9/11, chili cookoff, hands on CPR training. SRJC welcome day) Town Hall meeting being held at SCY 3 on 10/17; Prevention team continue to work hard; moving next regular meeting to 10/22.

Chief expressed gratitude to the Bell's family for the hard work and mutual aid support. Dan from Bell's was present and expressed gratitude for the same items.

**SCFD-EMS STATUS REPORT**

Enclosed in packet.



Sonoma County Fire District Board of Directors  
Regular Board Minutes  
Public Hearing  
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**CONSENT CALENDAR ITEMS**

A motion by Weaver and a second by Hamann approved the minutes from the August 20, 2024, regular meeting, and the bills and payables from August 2024. 6-0-1

**ACTION ITEMS**

President Treanor opened the Public Hearing at 2:30.

CFO Bolduc gave an overview of the closing of FY 23/24. Chief Heine stated that all of the information is in the Board packet.

President Treanor closed the Public Hearing at 2:45.

**Public Hearing:** The Board will conduct a public hearing to consider adoption of Resolutions 2024-12 and 2024-13 adopting the fiscal year budgets for FY 2024/2025 SCFD- General Fund and the SCFD- Emergency Medical Service Enterprise Fund.

1. **RESOLUTION 2024-12 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY FIRE DISTRICT, COUNTY OF SONOMA, STATE OF CALIFORNIA, ADOPTING THE FY 2024-2025 FINAL BUDGET FOR THE SONOMA COUNTY FIRE DISTRICT-GENERAL FUND** *The Board shall open the item for public hearing and take action upon close of the public comments. The Board will consider approving Resolution 2024-12, adopting a final budget for the Sonoma County Fire District-General Fund for fiscal year 2024/2025, period of July 1, 2024 to June 30, 2025 in the amount of \$36,736,567.00.*

A motion by So and second by Briare adopted resolution 2024-12. 6-0-1 A roll call vote.

2. **RESOLUTION 2024-13 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY FIRE DISTRICT, COUNTY OF SONOMA, STATE OF CALIFORNIA, ADOPTING THE FY 2024-2025 FINAL BUDGET FOR THE SONOMA COUNTY FIRE DISTRICT-EMERGENCY MEDICAL SERVICE ENTERPRISE FUND** *The Board shall open the item for public hearing and take action upon close of the public comments. The Board will consider approving Resolution 2024-13, adopting a final budget for the Sonoma County Fire District-Emergency Medical Service Enterprise fund for fiscal year 2024/2025, period of July 1, 2024 to June 30, 2025 in the amount of \$29,898,515.*

A motion by Hamann and second by Weaver adopted resolution 2024-13. 6-0-1 A roll call vote.



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**3. RESOLUTION 2024-14 ESTABLISHING THE FISCAL YEAR 2024/2025 APPROPRIATIONS LIMIT (Prop 4) FOR THE DISTRICT**

*The Board will consider adopting Resolution 2024-14 establishing the fiscal year 2024/2025 appropriations limit for the Sonoma County Fire District.*

A motion by Hamann and second by Weaver adopted resolution 2024-13. 6-0-1 A roll call vote.

**4. RESOLUTION 2024-15 AMENDING THE DISTRICT FUND BALANCE DESIGNATIONS**

*The Board will consider adopting Resolution 2024-15, amending the district fund balance designations, increasing the apparatus replacement fund designation in the amount of \$132,000.00 and increasing the Emergency fund designation in the amount of \$635,000, and establishing a new SCFD-Ambulance/ EMS equipment Fund in the amount of \$318,600.*

A motion by Weaver and second by Briare adopted resolution 2024-15. 6-0-1 A roll call vote.

**5. RESOLUTION 2024-16 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY FIRE DISTRICT, COUNTY OF SONOMA, STATE OF CALIFORNIA, APPROVING FISCAL YEAR 2024-2025 AB 1600 FIRE IMPACT FEE REPORTS**

*The Board will consider approving Resolution 2024-16, approving fiscal year 2024-2025 AB 1600 Fire Impact Fee Reports.*

A motion by Briare and second by Hamann adopted resolution 2024-16. 6-0-1 A roll call vote.

**COMMITTEE REPORT**

1. Standing Committee: Finance- Briare said that there may be some investments we can investigate or higher yield accounts.
2. Standing Committee: Facilities- A meeting will be held in Rohnert Park about facilities and building new ones. It is sponsored by Kitchell.
3. Ad Hoc Committee: Fire Chief transition- Klick states they are planning a transition survey and that should be out soon.

**FINANCIAL REPORTS**

Enclosed

**COMMUNICATIONS**

Enclosed

**CLOSED SESSION-** Staff entered closed session at 3:25.

1. Anticipated Litigation (two cases) (Government Code section 54956.9(b)).



Sonoma County Fire District Board of Directors  
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2. Conference with Real Property Negotiator (Government Code Section 54956.8)  
Property: 14770 Rio Nido Road APN 070-295-002  
Agency Negotiator: Deputy Chief Busch  
Negotiating Parties: Russian River Parks and Recreation or the Friends of Rio Nido  
Under Negotiation: Price and terms of payment under negotiation
3. Public Employee Performance Evaluation (Government Code Section 54957)
  - a. Fire Chief

**REPORT OUT ON CLOSED SESSION** -staff exited closed session at 5:25. "board of director gave instructions to staff, no reportable action."

**ADJOURNMENT**

**4:35**

  
Kathy Washington- Secretary to the Board

## Sonoma County Fire District Transaction List by Vendor September 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>AFLAC</b>							
Bill	09/10/2024	Invoic...		Accounts Payable		5910 A- Salari...	-4,482.58
Bill Pmt -Check	09/10/2024	13435		104-Summit-New O...	X	Accounts Paya...	-4,482.58
<b>Air Exchange Inc</b>							
Bill	09/17/2024	91612...		Accounts Payable		6180 K- Plymo...	-463.76
Bill Pmt -Check	09/17/2024	13477		104-Summit-New O...	X	Accounts Paya...	-463.76
<b>Amaturo Sonoma Media Group</b>							
Bill	09/17/2024	IN-124...		Accounts Payable		6300 F- Market...	-325.00
Bill Pmt -Check	09/17/2024	13478		104-Summit-New O...	X	Accounts Paya...	-325.00
<b>Ameriprints Live Scan Fingerprint Service</b>							
Bill	09/23/2024	24-956		Accounts Payable		6500 J- Backgr...	-114.00
Bill Pmt -Check	09/23/2024	13520		104-Summit-New O...		Accounts Paya...	-114.00
<b>AT&amp;T/Calnet3</b>							
Bill	09/10/2024	Ban # ...		Accounts Payable		7320 A- Utilties	-31.68
Bill	09/10/2024	Ban # ...		Accounts Payable		7320 A- Utilties	-31.68
Bill	09/10/2024	Ban # ...		Accounts Payable		7320 A- Utilties	-31.75
Bill	09/10/2024	Ban # ...		Accounts Payable		7320 A- Utilties	-31.68
Bill	09/10/2024	Ban # ...		Accounts Payable		7320 A- Utilties	-31.68
Bill	09/10/2024	Ban # ...		Accounts Payable		7320 A- Utilties	-31.68
Bill	09/10/2024	Ban # ...		Accounts Payable		-SPLIT-	-62.60
Bill Pmt -Check	09/10/2024	13436		104-Summit-New O...	X	Accounts Paya...	-31.68
Bill Pmt -Check	09/10/2024	13467		104-Summit-New O...	X	Accounts Paya...	-31.68
Bill Pmt -Check	09/10/2024	13472		104-Summit-New O...	X	Accounts Paya...	-31.75
Bill Pmt -Check	09/10/2024	13473		104-Summit-New O...	X	Accounts Paya...	-31.68
Bill Pmt -Check	09/10/2024	13474		104-Summit-New O...	X	Accounts Paya...	-31.68
Bill Pmt -Check	09/10/2024	13475		104-Summit-New O...	X	Accounts Paya...	-31.68
Bill Pmt -Check	09/10/2024	13476		104-Summit-New O...	X	Accounts Paya...	-62.60
Bill	09/23/2024	BAN #...		Accounts Payable		7320 A- Utilties	-129.43
Bill	09/23/2024	BAN #...		Accounts Payable		7320 A- Utilties	-56.53
Bill	09/23/2024	BAN #...		Accounts Payable		7320 A- Utilties	-30.42
Bill	09/23/2024	BAN #...		Accounts Payable		7320 A- Utilties	-145.89
Bill Pmt -Check	09/23/2024	13521		104-Summit-New O...		Accounts Paya...	-129.43
Bill Pmt -Check	09/23/2024	13538		104-Summit-New O...		Accounts Paya...	-56.53
Bill Pmt -Check	09/23/2024	13543		104-Summit-New O...		Accounts Paya...	-30.42
Bill Pmt -Check	09/23/2024	13544		104-Summit-New O...		Accounts Paya...	-145.89
<b>Atkinson, Andelson, Loya, Ruud &amp; Romo</b>							
Bill	09/23/2024			Accounts Payable		-SPLIT-	-18,981.91
Bill Pmt -Check	09/23/2024	13522		104-Summit-New O...		Accounts Paya...	-18,981.91
<b>Battery Systems, Inc.</b>							
Bill	09/03/2024	28802...		Accounts Payable		-SPLIT-	-292.24
Bill Pmt -Check	09/03/2024	13400		104-Summit-New O...	X	Accounts Paya...	-292.24
<b>Bay Alarm Co</b>							
Bill	09/17/2024	21640...		Accounts Payable		6180 A- Base ...	-585.00
Bill	09/17/2024	21647...		Accounts Payable		6180 A- Base ...	-360.00
Bill Pmt -Check	09/17/2024	13479		104-Summit-New O...	X	Accounts Paya...	-585.00
Bill Pmt -Check	09/17/2024	13516		104-Summit-New O...	X	Accounts Paya...	-360.00
<b>Beck's Shoes, Inc.</b>							
Bill	09/10/2024	Invoic...		Accounts Payable		-SPLIT-	-982.45
Bill	09/10/2024	Invoic...		Accounts Payable		6021 B- Class ...	-386.30
Bill Pmt -Check	09/10/2024	13437		104-Summit-New O...	X	Accounts Paya...	-982.45
Bill Pmt -Check	09/10/2024	13468		104-Summit-New O...	X	Accounts Paya...	-386.30
Bill	09/17/2024	28189...		Accounts Payable		-SPLIT-	-517.22
Bill Pmt -Check	09/17/2024	13480		104-Summit-New O...	X	Accounts Paya...	-517.22
<b>Bennett Valley Ace Hardware</b>							
Bill	09/10/2024	2334		Accounts Payable		-SPLIT-	-66.60
Bill Pmt -Check	09/10/2024	13438		104-Summit-New O...	X	Accounts Paya...	-66.60
<b>BodyRx</b>							
Bill	09/23/2024	301		Accounts Payable		6461 D- Six Fo...	-802.50
Bill	09/23/2024	301		Accounts Payable		6461 D- Six Fo...	-750.00
Bill Pmt -Check	09/23/2024	13535		104-Summit-New O...		Accounts Paya...	-802.50
Bill Pmt -Check	09/23/2024	13542		104-Summit-New O...		Accounts Paya...	-750.00
<b>Bound Tree Medical, LLC</b>							
Bill	09/10/2024	85479...		Accounts Payable		6261 A -ALS/B...	-281.81
Bill Pmt -Check	09/10/2024	13439		104-Summit-New O...	X	Accounts Paya...	-281.81
<b>Brady Industries, LLC</b>							
Bill	09/10/2024	331777		Accounts Payable		-SPLIT-	-228.63
Bill Pmt -Check	09/10/2024	13440		104-Summit-New O...	X	Accounts Paya...	-228.63

## Sonoma County Fire District Transaction List by Vendor September 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>Burton's Fire Inc</b>							
Bill	09/10/2024	100-3...		Accounts Payable		-SPLIT-	-9,569.80
Bill Pmt -Check	09/10/2024	13441		104-Summit-New O...	X	Accounts Paya...	-9,569.80
<b>CAL-PERS</b>							
Check	09/05/2024	EFT	pepra	107-Summit- Payroll	X	5923 A -PERS ...	-140,012.66
Check	09/05/2024	EFT	classic	107-Summit- Payroll	X	5923 A -PERS ...	-185,514.16
Check	09/05/2024	EFT	pepra	107-Summit- Payroll	X	5923 A -PERS ...	-9,824.88
Check	09/05/2024	EFT	classic	107-Summit- Payroll	X	5923 A -PERS ...	-4,760.99
<b>CAL Pers 457 Supplemental Income Plan</b>							
Check	09/12/2024	EFT		107-Summit- Payroll	X	-SPLIT-	-37,210.78
Check	09/27/2024	EFT		107-Summit- Payroll		-SPLIT-	-35,757.11
<b>California American Water</b>							
Bill	09/17/2024	1015-...		Accounts Payable		7320 A- Utilities	-127.07
Bill Pmt -Check	09/17/2024	13481		104-Summit-New O...	X	Accounts Paya...	-127.07
<b>California Embroidery &amp; Screen Printing</b>							
Bill	09/23/2024	CAES...		Accounts Payable		6300 F- Market...	-2,753.12
Bill Pmt -Check	09/23/2024	13523		104-Summit-New O...	X	Accounts Paya...	-2,753.12
<b>California Fire Chiefs Association</b>							
Bill	09/10/2024	20000...		Accounts Payable		7120 H- Cal C...	-550.00
Bill Pmt -Check	09/10/2024	13442		104-Summit-New O...		Accounts Paya...	-550.00
Bill	09/17/2024	30000...		Accounts Payable		6280 D- Annua...	-1,260.00
Bill Pmt -Check	09/17/2024	13482		104-Summit-New O...		Accounts Paya...	-1,260.00
<b>California State Disbursement Unit</b>							
Bill	09/17/2024	SFL64...		Accounts Payable		5910 A- Salari...	-877.50
Bill Pmt -Check	09/17/2024	13483		104-Summit-New O...	X	Accounts Paya...	-877.50
<b>City National Bank</b>							
Bill	09/17/2024	12-026		Accounts Payable		-SPLIT-	-83,063.13
Bill Pmt -Check	09/17/2024	13484		104-Summit-New O...	X	Accounts Paya...	-83,063.13
<b>Clark Pest Control</b>							
Bill	09/10/2024	36078...		Accounts Payable		6180 A- Base ...	-150.00
Bill Pmt -Check	09/10/2024	13443		104-Summit-New O...	X	Accounts Paya...	-150.00
Bill	09/17/2024	36078...		Accounts Payable		-SPLIT-	-237.00
Bill Pmt -Check	09/17/2024	13485		104-Summit-New O...	X	Accounts Paya...	-237.00
Bill	09/23/2024			Accounts Payable		-SPLIT-	-422.00
Bill Pmt -Check	09/23/2024	13524		104-Summit-New O...	X	Accounts Paya...	-422.00
<b>Coast Counties Peterbuilt</b>							
Bill	09/03/2024	06857...		Accounts Payable		-SPLIT-	-9,162.37
Bill Pmt -Check	09/03/2024	13401		104-Summit-New O...	X	Accounts Paya...	-9,162.37
<b>Comcast</b>							
Bill	09/17/2024	21619...		Accounts Payable		7320 A- Utilities	-538.05
Bill Pmt -Check	09/17/2024	13486		104-Summit-New O...	X	Accounts Paya...	-538.05
<b>Comcast Business</b>							
Bill	09/03/2024	8155 ...		Accounts Payable		-SPLIT-	-279.70
Bill	09/03/2024	8155 ...		Accounts Payable		7320 A- Utilities	-144.85
Bill Pmt -Check	09/03/2024	13402		104-Summit-New O...	X	Accounts Paya...	-279.70
Bill Pmt -Check	09/03/2024	13424		104-Summit-New O...	X	Accounts Paya...	-144.85
Bill	09/10/2024			Accounts Payable		-SPLIT-	-276.44
Bill Pmt -Check	09/10/2024	13444		104-Summit-New O...	X	Accounts Paya...	-276.44
Bill	09/17/2024	8155 ...		Accounts Payable		7320 A- Utilities	-134.85
Bill Pmt -Check	09/17/2024	13487		104-Summit-New O...	X	Accounts Paya...	-134.85
<b>Compass Canvas Inc</b>							
Bill	09/10/2024	6792		Accounts Payable		6140 A- Mainte...	-936.28
Bill Pmt -Check	09/10/2024	13445		104-Summit-New O...	X	Accounts Paya...	-936.28
<b>County of Sonoma Human Resources</b>							
Bill	09/10/2024	RAB 7...		Accounts Payable		5929 A -Benefi...	-285.70
Bill Pmt -Check	09/10/2024	13446		104-Summit-New O...	X	Accounts Paya...	-285.70
<b>CSFA</b>							
Bill	09/17/2024	253		Accounts Payable		6280 C- CSFA ...	-14,280.00
Bill Pmt -Check	09/17/2024	13488		104-Summit-New O...		Accounts Paya...	-14,280.00
<b>Ferrellgas</b>							
Bill	09/17/2024	23429...		Accounts Payable		-SPLIT-	-190.12
Bill Pmt -Check	09/17/2024	13489		104-Summit-New O...	X	Accounts Paya...	-190.12
<b>Fire Risk Management Svcs</b>							
Bill	09/17/2024	FRMS...		Accounts Payable		-SPLIT-	-240,941.26
Bill	09/17/2024	FRMS...		Accounts Payable		-SPLIT-	-237,888.42
Bill Pmt -Check	09/17/2024	13490		104-Summit-New O...	X	Accounts Paya...	-240,941.26
Bill Pmt -Check	09/17/2024	13517		104-Summit-New O...	X	Accounts Paya...	-237,888.42



## Sonoma County Fire District Transaction List by Vendor September 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>Forestville Water District</b>							
Bill	09/10/2024	283		Accounts Payable		7320 A- Utilities	-424.00
Bill Pmt -Check	09/10/2024	13447		104-Summit-New O...	X	Accounts Paya...	-424.00
Bill	09/23/2024	283		Accounts Payable		7320 A- Utilities	-400.16
Bill Pmt -Check	09/23/2024	13525		104-Summit-New O...	X	Accounts Paya...	-400.16
<b>Garrett Hardware &amp; Plumbing, Inc</b>							
Bill	09/03/2024	18008		Accounts Payable		-SPLIT-	-143.39
Bill Pmt -Check	09/03/2024	13403		104-Summit-New O...	X	Accounts Paya...	-143.39
<b>Gone for Good -UCPNB</b>							
Bill	09/17/2024	SCFD ...		Accounts Payable		-SPLIT-	-80.00
Bill Pmt -Check	09/17/2024	13491		104-Summit-New O...	X	Accounts Paya...	-80.00
<b>GoTo Communications, Inc</b>							
Bill	09/03/2024	IN710...		Accounts Payable		7320 A- Utilities	-1,878.98
Bill Pmt -Check	09/03/2024	13404		104-Summit-New O...	X	Accounts Paya...	-1,878.98
<b>Honeywell Analytics Inc</b>							
Bill	09/17/2024	52677...		Accounts Payable		6881 D- Calibr...	-1,155.00
Bill Pmt -Check	09/17/2024	13492		104-Summit-New O...	X	Accounts Paya...	-1,155.00
<b>IBS</b>							
Check	09/13/2024	EFT		107-Summit- Payroll	X	-SPLIT-	-518,950.55
Check	09/13/2024	EFT	taxes	107-Summit- Payroll	X	-SPLIT-	-184,430.95
Check	09/13/2024	EFT		107-Summit- Payroll	X	6633 A- Payroll...	-1,246.65
Check	09/30/2024	EFT		107-Summit- Payroll	X	6633 A- Payroll...	-365.70
Check	09/30/2024	EFT		107-Summit- Payroll	X	-SPLIT-	-590,092.25
Check	09/30/2024	EFT		107-Summit- Payroll	X	-SPLIT-	-213,662.48
Deposit	09/30/2024		Tax Void	107-Summit- Payroll	X	5910 A- Salari...	8.84
<b>Ideal Hardware</b>							
Bill	09/17/2024	270		Accounts Payable		-SPLIT-	-121.55
Bill Pmt -Check	09/17/2024	13493		104-Summit-New O...		Accounts Paya...	-121.55
<b>J. Bills</b>							
Bill	09/17/2024			Accounts Payable		7120 C- Medic ...	-250.00
Bill Pmt -Check	09/17/2024	13494		104-Summit-New O...	X	Accounts Paya...	-250.00
<b>Jeff Brant</b>							
Bill	09/17/2024	00104		Accounts Payable		6463 C-Parcel ...	-100.00
Bill Pmt -Check	09/17/2024	13495		104-Summit-New O...	X	Accounts Paya...	-100.00
<b>John Lantz</b>							
Bill	09/10/2024	242262		Accounts Payable		6500 D- John L...	-1,774.00
Bill	09/10/2024	242264		Accounts Payable		6500 D- John L...	-349.00
Bill Pmt -Check	09/10/2024	13448		104-Summit-New O...		Accounts Paya...	-1,774.00
Bill Pmt -Check	09/10/2024	13469		104-Summit-New O...		Accounts Paya...	-349.00
<b>Karri Pierson</b>							
Bill	09/03/2024			Accounts Payable		6500 Q- CQI C...	-1,202.50
Bill Pmt -Check	09/03/2024	13405		104-Summit-New O...	X	Accounts Paya...	-1,202.50
Bill	09/17/2024			Accounts Payable		6500 Q- CQI C...	-1,105.00
Bill Pmt -Check	09/17/2024	13496		104-Summit-New O...		Accounts Paya...	-1,105.00
<b>Kin</b>							
Bill	09/17/2024	000304		Accounts Payable		7150 A- Emplo...	-496.03
Bill Pmt -Check	09/17/2024	13497		104-Summit-New O...	X	Accounts Paya...	-496.03
<b>Kitchell</b>							
Bill	09/23/2024	120397		Accounts Payable		8510 F-Station ...	-49,240.50
Bill	09/23/2024	122014		Accounts Payable		8510 F-Station ...	-16,131.00
Bill Pmt -Check	09/23/2024	13526		104-Summit-New O...		Accounts Paya...	-49,240.50
Bill Pmt -Check	09/23/2024	13539		104-Summit-New O...		Accounts Paya...	-16,131.00
<b>Kyocera Document Solutions N. CA Inc</b>							
Bill	09/23/2024	50313...		Accounts Payable		6820 A- Copier...	-278.16
Bill Pmt -Check	09/23/2024	13527		104-Summit-New O...	X	Accounts Paya...	-278.16
<b>Kyocera Document Solutions Northern CA</b>							
Bill	09/10/2024	55E17...		Accounts Payable		6820 A- Copier...	-6.68
Bill Pmt -Check	09/10/2024	13449		104-Summit-New O...	X	Accounts Paya...	-6.68
<b>Lake Parts Inc</b>							
Bill	09/10/2024	23910		Accounts Payable		-SPLIT-	-460.42
Bill Pmt -Check	09/10/2024	13450		104-Summit-New O...	X	Accounts Paya...	-460.42
<b>LEHR</b>							
Bill	09/03/2024	SI108...		Accounts Payable		6140 A- Mainte...	-83.31
Bill Pmt -Check	09/03/2024	13406		104-Summit-New O...	X	Accounts Paya...	-83.31
<b>Life Assist, Inc.</b>							
Bill	09/10/2024	95492...		Accounts Payable		-SPLIT-	-9,374.23
Bill Pmt -Check	09/10/2024	13451		104-Summit-New O...	X	Accounts Paya...	-9,374.23

## Sonoma County Fire District Transaction List by Vendor September 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>Linde Gas &amp; Equipment Inc.</b>							
Bill	09/03/2024	44725...		Accounts Payable		-SPLIT-	-60.30
Bill Pmt -Check	09/03/2024	13407		104-Summit-New O...	X	Accounts Paya...	-60.30
<b>Lubrivan Truck Svcs Inc</b>							
Bill	09/10/2024			Accounts Payable		-SPLIT-	-11,042.45
Bill Pmt -Check	09/10/2024	13452		104-Summit-New O...	X	Accounts Paya...	-11,042.45
<b>M. Windrem</b>							
Bill	09/17/2024			Accounts Payable		7120 V- Confer...	-511.20
Bill Pmt -Check	09/17/2024	13498		104-Summit-New O...	X	Accounts Paya...	-511.20
<b>Medic Ambulance Service</b>							
Bill	09/03/2024		VOID: North ...	Accounts Payable	X	6300 F- Market...	0.00
Bill Pmt -Check	09/03/2024	13408	VOID: North ...	104-Summit-New O...	X	Accounts Paya...	0.00
<b>Municipal Emergency Services/MES</b>							
Bill	09/03/2024	IN210...		Accounts Payable		6022 B -Wildla...	-494.11
Bill Pmt -Check	09/03/2024	13409		104-Summit-New O...	X	Accounts Paya...	-494.11
Bill	09/17/2024	IN211...		Accounts Payable		-SPLIT-	-2,612.01
Bill Pmt -Check	09/17/2024	13499		104-Summit-New O...	X	Accounts Paya...	-2,612.01
Bill	09/23/2024	IN211...		Accounts Payable		6022 B -Wildla...	-1,661.60
Bill Pmt -Check	09/23/2024	13528		104-Summit-New O...		Accounts Paya...	-1,661.60
<b>N. Politz</b>							
Bill	09/03/2024			Accounts Payable		7120 C- Medic ...	-250.00
Bill Pmt -Check	09/03/2024	13431		104-Summit-New O...	X	Accounts Paya...	-250.00
<b>NarcBox/EMS Logik</b>							
Bill	09/17/2024	34972		Accounts Payable		6261 I- EMS E...	-206.00
Bill Pmt -Check	09/17/2024	13500		104-Summit-New O...	X	Accounts Paya...	-206.00
<b>Nate DeJung</b>							
Bill	09/03/2024			Accounts Payable		6501 A- Contra...	-962.50
Bill	09/03/2024			Accounts Payable		6501 B-Life Sa...	-140.00
Bill Pmt -Check	09/03/2024	13410		104-Summit-New O...	X	Accounts Paya...	-962.50
Bill Pmt -Check	09/03/2024	13425		104-Summit-New O...	X	Accounts Paya...	-140.00
Bill	09/10/2024		Vegetation In...	Accounts Payable		6501 A- Contra...	-770.00
Bill Pmt -Check	09/10/2024	13453	Vegetation In...	104-Summit-New O...	X	Accounts Paya...	-770.00
Bill	09/17/2024		Vegetation In...	Accounts Payable		6501 A- Contra...	-525.00
Bill Pmt -Check	09/17/2024	13501	Vegetation In...	104-Summit-New O...	X	Accounts Paya...	-525.00
Bill	09/23/2024		Life Safety	Accounts Payable		6501 B-Life Sa...	-542.50
Bill	09/23/2024		Vegetation In...	Accounts Payable		6501 A- Contra...	-280.00
Bill Pmt -Check	09/23/2024	13529	Life Safety	104-Summit-New O...	X	Accounts Paya...	-542.50
Bill Pmt -Check	09/23/2024	13540	Vegetation In...	104-Summit-New O...	X	Accounts Paya...	-280.00
<b>Nick Barbieri Trucking, LLC</b>							
Bill	09/10/2024	11291...		Accounts Payable		7201 A -Gas/O...	-1,106.66
Bill	09/10/2024	CL513...		Accounts Payable		7201 A -Gas/O...	-3,473.72
Bill Pmt -Check	09/10/2024	13454		104-Summit-New O...	X	Accounts Paya...	-1,106.66
Bill Pmt -Check	09/10/2024	13470		104-Summit-New O...	X	Accounts Paya...	-3,473.72
Bill	09/17/2024	CL523...		Accounts Payable		7201 A -Gas/O...	-3,382.42
Bill	09/17/2024	01549...		Accounts Payable		7201 A -Gas/O...	-1,628.38
Bill Pmt -Check	09/17/2024	13502		104-Summit-New O...	X	Accounts Paya...	-3,382.42
Bill Pmt -Check	09/17/2024	13518		104-Summit-New O...	X	Accounts Paya...	-1,628.38
Bill	09/23/2024	01565...		Accounts Payable		7201 A -Gas/O...	-2,634.08
Bill Pmt -Check	09/23/2024	13530		104-Summit-New O...		Accounts Paya...	-2,634.08
<b>NorCal Fire Prevention Officers</b>							
Bill	09/17/2024			Accounts Payable		6280 A- Prev. ...	-55.00
Bill Pmt -Check	09/17/2024	13503		104-Summit-New O...	X	Accounts Paya...	-55.00
<b>O'Reilly Automotive, Inc.</b>							
Bill	09/10/2024	13661...		Accounts Payable		-SPLIT-	-104.33
Bill Pmt -Check	09/10/2024	13455		104-Summit-New O...	X	Accounts Paya...	-104.33
<b>Opperman &amp; Son Inc</b>							
Bill	09/03/2024	89114		Accounts Payable		-SPLIT-	-1,047.39
Bill Pmt -Check	09/03/2024	13411		104-Summit-New O...	X	Accounts Paya...	-1,047.39
<b>Pacific Mobile Structures</b>							
Bill	09/17/2024	INV-0...		Accounts Payable		6820 D- Statio...	-2,457.04
Bill Pmt -Check	09/17/2024	13504		104-Summit-New O...	X	Accounts Paya...	-2,457.04
<b>Patsy Lynn Lozinto</b>							
Bill	09/03/2024		Ambulance R...	Accounts Payable		3670 A- Ambul...	-255.00
Bill Pmt -Check	09/03/2024	13432	Ambulance R...	104-Summit-New O...	X	Accounts Paya...	-255.00

**Sonoma County Fire District  
Transaction List by Vendor  
September 2024**

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>PG&amp;E</b>							
Bill	09/03/2024			Accounts Payable		-SPLIT-	-3,079.79
Bill Pmt -Check	09/03/2024	13412		104-Summit-New O...	X	Accounts Paya...	-3,079.79
Bill	09/17/2024			Accounts Payable		-SPLIT-	-8,101.92
Bill Pmt -Check	09/17/2024	13505		104-Summit-New O...	X	Accounts Paya...	-8,101.92
Bill	09/23/2024			Accounts Payable		-SPLIT-	-3,178.41
Bill Pmt -Check	09/23/2024	13531		104-Summit-New O...	X	Accounts Paya...	-3,178.41
<b>Poly-Tech America, LLC</b>							
Bill	09/03/2024	6678		Accounts Payable		6140 A- Mainte...	-6,392.19
Bill Pmt -Check	09/03/2024	13413		104-Summit-New O...	X	Accounts Paya...	-6,392.19
<b>Portola Systems Inc.</b>							
Bill	09/03/2024	65357		Accounts Payable		-SPLIT-	-2,676.84
Bill Pmt -Check	09/03/2024	13414		104-Summit-New O...	X	Accounts Paya...	-2,676.84
Bill	09/10/2024	65434		Accounts Payable		6457 C- Softw...	-1,618.75
Bill Pmt -Check	09/10/2024	13456		104-Summit-New O...	X	Accounts Paya...	-1,618.75
Bill	09/17/2024	65317		Accounts Payable		6457 C- Softw...	-3,196.25
Bill Pmt -Check	09/17/2024	13506		104-Summit-New O...	X	Accounts Paya...	-3,196.25
Bill	09/23/2024	118406		Accounts Payable		6457 C- Softw...	-17,641.00
Bill	09/23/2024	65484		Accounts Payable		6457 C- Softw...	-1,321.25
Bill Pmt -Check	09/23/2024	13532		104-Summit-New O...	X	Accounts Paya...	-17,641.00
Bill Pmt -Check	09/23/2024	13541		104-Summit-New O...	X	Accounts Paya...	-1,321.25
<b>R &amp; S Erection of Santa Rosa, Inc.</b>							
Bill	09/03/2024	87471		Accounts Payable		6180 A- Base ...	-950.00
Bill Pmt -Check	09/03/2024	13415		104-Summit-New O...	X	Accounts Paya...	-950.00
<b>Range Global Services</b>							
Bill	09/10/2024	24244...		Accounts Payable		7320 A- Utilities	-275.00
Bill Pmt -Check	09/10/2024	13457		104-Summit-New O...	X	Accounts Paya...	-275.00
<b>Ranger Industries, LLC</b>							
Bill	09/03/2024	10190...		Accounts Payable		7120 L- Recruit...	-850.00
Bill Pmt -Check	09/03/2024	13416		104-Summit-New O...	X	Accounts Paya...	-850.00
<b>REACH Air Medical Services LLC</b>							
Bill	09/17/2024		OES Prepo-2...	Accounts Payable		6500 V- REAC...	-20,000.00
Bill Pmt -Check	09/17/2024	13507	OES Prepo-2...	104-Summit-New O...		Accounts Paya...	-20,000.00
<b>Recology Sonoma Marin</b>							
Bill	09/03/2024	18101...		Accounts Payable		7320 A- Utilities	-319.57
Bill	09/03/2024	18102...		Accounts Payable		7320 A- Utilities	-72.19
Bill	09/03/2024	18112...		Accounts Payable		7320 A- Utilities	-341.80
Bill	09/03/2024	18114...		Accounts Payable		7320 A- Utilities	-72.19
Bill	09/03/2024	18117...		Accounts Payable		7320 A- Utilities	-72.19
Bill	09/03/2024	18138...		Accounts Payable		7320 A- Utilities	-307.36
Bill Pmt -Check	09/03/2024	13417		104-Summit-New O...	X	Accounts Paya...	-319.57
Bill Pmt -Check	09/03/2024	13426		104-Summit-New O...	X	Accounts Paya...	-72.19
Bill Pmt -Check	09/03/2024	13430		104-Summit-New O...	X	Accounts Paya...	-341.80
Bill Pmt -Check	09/03/2024	13429		104-Summit-New O...	X	Accounts Paya...	-72.19
Bill Pmt -Check	09/03/2024	13433		104-Summit-New O...	X	Accounts Paya...	-72.19
Bill Pmt -Check	09/03/2024	13434		104-Summit-New O...	X	Accounts Paya...	-307.36
<b>Resolve Insurance Systems</b>							
Bill	09/10/2024	Augus...		Accounts Payable		6666 C- Collec...	-879.14
Bill Pmt -Check	09/10/2024	13458		104-Summit-New O...	X	Accounts Paya...	-879.14
<b>Sacramento Metropolitan Fire District</b>							
Bill	09/23/2024	20000...		Accounts Payable		6667 B- PPGE...	-2,247.77
Bill Pmt -Check	09/23/2024	13533		104-Summit-New O...		Accounts Paya...	-2,247.77
<b>Santa Rosa Fire Equipment Service, Inc.</b>							
Bill	09/03/2024	54140...		Accounts Payable		6140 I- Fire Ext...	-119.24
Bill Pmt -Check	09/03/2024	13418		104-Summit-New O...	X	Accounts Paya...	-119.24
<b>Santa Rosa Junior College</b>							
Bill	09/03/2024	AR25...		Accounts Payable		-SPLIT-	-79.50
Bill Pmt -Check	09/03/2024	13419		104-Summit-New O...	X	Accounts Paya...	-79.50
<b>Santa Rosa Uniform &amp; Career Apparel, Inc</b>							
Bill	09/17/2024			Accounts Payable		-SPLIT-	-1,530.85
Bill Pmt -Check	09/17/2024	13508		104-Summit-New O...	X	Accounts Paya...	-1,530.85
<b>Santa Rosa, City of</b>							
Bill	09/03/2024	02875...		Accounts Payable		7320 A- Utilities	-217.08
Bill Pmt -Check	09/03/2024	13420		104-Summit-New O...	X	Accounts Paya...	-217.08
Bill	09/23/2024	02875...		Accounts Payable		7320 A- Utilities	-95.58
Bill Pmt -Check	09/23/2024	13534		104-Summit-New O...		Accounts Paya...	-95.58

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10/15/24

## Sonoma County Fire District Transaction List by Vendor September 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>Sebastopol Bearing &amp; Hydraulic</b>							
Bill	09/10/2024	IS93618		Accounts Payable		6154 A- Hose ...	-81.50
Bill Pmt -Check	09/10/2024	13459		104-Summit-New O...	X	Accounts Paya...	-81.50
<b>Sebastopol Hardware Center</b>							
Bill	09/10/2024	7761		Accounts Payable		-SPLIT-	-142.39
Bill Pmt -Check	09/10/2024	13460		104-Summit-New O...	X	Accounts Paya...	-142.39
<b>Sign Dynamics</b>							
Bill	09/10/2024	9605		Accounts Payable		6154 A- Hose ...	-711.00
Bill Pmt -Check	09/10/2024	13461		104-Summit-New O...	X	Accounts Paya...	-711.00
<b>Sonoma County Professional FF L1401</b>							
Bill	09/17/2024		Sept 2024	Accounts Payable		5910 A- Salari...	-14,521.60
Bill Pmt -Check	09/17/2024	13509	Sept 2024	104-Summit-New O...	X	Accounts Paya...	-14,521.60
<b>Sonoma Media Investments, LLC</b>							
Bill	09/03/2024	61771		Accounts Payable		6800 A- Public/...	-398.00
Bill Pmt -Check	09/03/2024	13421		104-Summit-New O...	X	Accounts Paya...	-398.00
<b>Stryker Sales, LLC</b>							
Bill	09/03/2024		9207036522/...	Accounts Payable		-SPLIT-	-5,733.71
Bill Pmt -Check	09/03/2024	13422	9207036522/...	104-Summit-New O...	X	Accounts Paya...	-5,733.71
<b>Super Service Plumbing</b>							
Bill	09/17/2024	4364		Accounts Payable		6180 A- Base ...	-125.00
Bill Pmt -Check	09/17/2024	13510		104-Summit-New O...	X	Accounts Paya...	-125.00
<b>Town of Windsor Water District</b>							
Bill	09/23/2024			Accounts Payable		-SPLIT-	-1,013.27
Bill Pmt -Check	09/23/2024	13536		104-Summit-New O...		Accounts Paya...	-1,013.27
<b>True Value Hardware</b>							
Bill	09/17/2024	725-164		Accounts Payable		-SPLIT-	-191.02
Bill Pmt -Check	09/17/2024	13511		104-Summit-New O...	X	Accounts Paya...	-191.02
<b>Uline</b>							
Bill	09/10/2024	18230...		Accounts Payable		6084 A- Janitor...	-950.21
Bill Pmt -Check	09/10/2024	13462		104-Summit-New O...	X	Accounts Paya...	-950.21
Bill	09/17/2024	18257...		Accounts Payable		6084 A- Janitor...	-796.83
Bill Pmt -Check	09/17/2024	13512		104-Summit-New O...	X	Accounts Paya...	-796.83
<b>Universal Building Services</b>							
Bill	09/10/2024	52874...		Accounts Payable		-SPLIT-	-933.00
Bill Pmt -Check	09/10/2024	13463		104-Summit-New O...	X	Accounts Paya...	-933.00
<b>US-Bank Equipment Finance</b>							
Bill	09/17/2024	53713...		Accounts Payable		-SPLIT-	-715.02
Bill Pmt -Check	09/17/2024	13513		104-Summit-New O...	X	Accounts Paya...	-715.02
<b>US Bank Corporate Payment Services</b>							
Bill	09/10/2024	42460...		Accounts Payable		-SPLIT-	-36,465.60
Bill Pmt -Check	09/10/2024	13464		104-Summit-New O...	X	Accounts Paya...	-36,465.60
<b>Verizon Wireless</b>							
Bill	09/23/2024	37134...		Accounts Payable		7320 A- Utilities	-4,341.44
Bill Pmt -Check	09/23/2024	13537		104-Summit-New O...		Accounts Paya...	-4,341.44
<b>Wells Fargo Vendor Financial Serv, LLC</b>							
Bill	09/10/2024	50311...		Accounts Payable		6820 A- Copier...	-147.56
Bill Pmt -Check	09/10/2024	13465		104-Summit-New O...	X	Accounts Paya...	-147.56
<b>WEX BANK</b>							
Bill	09/10/2024	99569...		Accounts Payable		7201 A -Gas/O...	-2,723.93
Bill Pmt -Check	09/10/2024	13466		104-Summit-New O...	X	Accounts Paya...	-2,723.93
<b>William L Adams PC</b>							
Bill	09/17/2024	Invoic...		Accounts Payable		6610 A- Legal ...	-790.50
Bill	09/17/2024	Invoic...		Accounts Payable		6610 A- Legal ...	-14,257.50
Bill Pmt -Check	09/17/2024	13514		104-Summit-New O...	X	Accounts Paya...	-790.50
Bill Pmt -Check	09/17/2024	13519		104-Summit-New O...	X	Accounts Paya...	-14,257.50
<b>Winner Chevrolet Inc</b>							
Bill	09/10/2024	00094...		Accounts Payable		-SPLIT-	-63,929.18
Bill Pmt -Check	09/10/2024	13471		104-Summit-New O...	X	Accounts Paya...	-63,929.18
<b>WSCFF</b>							
Bill	09/03/2024			Accounts Payable		5910 A- Salari...	-9,300.00
Bill	09/03/2024			Accounts Payable		5910 A- Salari...	-9,300.00
Bill Pmt -Check	09/03/2024	13423		104-Summit-New O...	X	Accounts Paya...	-9,300.00
Bill Pmt -Check	09/03/2024	13427		104-Summit-New O...	X	Accounts Paya...	-9,300.00
Bill	09/17/2024			Accounts Payable		5910 A- Salari...	-9,300.00
Bill Pmt -Check	09/17/2024	13515		104-Summit-New O...		Accounts Paya...	-9,300.00

**SCFD Emergency Medical Services Enterprise Fund**  
**Transaction List by Vendor**  
**September 2024**

10/16/24

Type	Date	Num	Memo	Account	Clr	Split	Amount
<b>Aetna</b>							
Bill	09/03/2024		101839847600	Accounts Payable		3670 A- Ambul...	-400.97
Bill Pmt -Check	09/03/2024	3112	101839847600	SCFD-EMS-Enterpri...		Accounts Paya...	-400.97
<b>City of Santa Rosa- Fire Dept</b>							
Bill	09/10/2024	Sept 2...		Accounts Payable		7007 A- FRAL...	-125,000.00
Bill Pmt -Check	09/10/2024	3120		SCFD-EMS-Enterpri...	X	Accounts Paya...	-125,000.00
<b>Dayne Taylor</b>							
Bill	09/03/2024		VOID: Ambul...	Accounts Payable	X	3670 A- Ambul...	0.00
Bill Pmt -Check	09/03/2024	3113	VOID: Ambul...	SCFD-EMS-Enterpri...	X	Accounts Paya...	0.00
<b>Debbie Torres</b>							
Bill	09/03/2024		Ambulance R...	Accounts Payable		3670 A- Ambul...	-135.62
Bill Pmt -Check	09/03/2024	3114	Ambulance R...	SCFD-EMS-Enterpri...	X	Accounts Paya...	-135.62
<b>Francisca Gomes Lemus</b>							
Bill	09/03/2024		Ambulance R...	Accounts Payable		3670 A- Ambul...	-676.31
Bill Pmt -Check	09/03/2024	3115	Ambulance R...	SCFD-EMS-Enterpri...		Accounts Paya...	-676.31
<b>Janet Gavagan TTE</b>							
Bill	09/03/2024		Ambulance R...	Accounts Payable		3670 A- Ambul...	-431.80
Bill Pmt -Check	09/03/2024	3116	Ambulance R...	SCFD-EMS-Enterpri...		Accounts Paya...	-431.80
<b>Jerry Cravey</b>							
Bill	09/03/2024		Ambulance R...	Accounts Payable		3670 A- Ambul...	-10.00
Bill Pmt -Check	09/03/2024	3117	Ambulance R...	SCFD-EMS-Enterpri...		Accounts Paya...	-10.00
<b>Miguel Brito</b>							
Bill	09/17/2024		Refund of sta...	Accounts Payable		3671 A- Ambul...	-78.21
Bill Pmt -Check	09/17/2024	3122	Refund of sta...	SCFD-EMS-Enterpri...	X	Accounts Paya...	-78.21
<b>Norman Owen</b>							
Bill	09/03/2024		Ambulance R...	Accounts Payable		3670 A- Ambul...	-552.59
Bill Pmt -Check	09/03/2024	3118	Ambulance R...	SCFD-EMS-Enterpri...		Accounts Paya...	-552.59
<b>Susan Chavoya</b>							
Bill	09/23/2024			Accounts Payable		3670 A- Ambul...	-3,293.90
Bill Pmt -Check	09/23/2024	3125		SCFD-EMS-Enterpri...		Accounts Paya...	-3,293.90
<b>Sutter Health</b>							
Bill	09/17/2024	00000...		Accounts Payable		3670 A- Ambul...	-293.65
Bill Pmt -Check	09/17/2024	3123		SCFD-EMS-Enterpri...		Accounts Paya...	-293.65
<b>Tucker Bierbaum</b>							
Bill	09/10/2024	Sept 2...		Accounts Payable		6500 I- Medica...	-3,766.96
Bill Pmt -Check	09/10/2024	3121		SCFD-EMS-Enterpri...	X	Accounts Paya...	-3,766.96
<b>Vanessa Breedlove</b>							
Bill	09/03/2024		Ambulance R...	Accounts Payable		3670 A- Ambul...	-30.00
Bill Pmt -Check	09/03/2024	3119	Ambulance R...	SCFD-EMS-Enterpri...	X	Accounts Paya...	-30.00
<b>William L. Adams PC</b>							
Bill	09/17/2024	Invoic...		Accounts Payable		6610 A- Legal ...	-6,129.50
Bill Pmt -Check	09/17/2024	3124		SCFD-EMS-Enterpri...	X	Accounts Paya...	-6,129.50



Sonoma County Fire District Board of Directors  
Staff Report

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**Date:** October 22, 2024

**Topic:** Report out on Compassionate Care/Hardship Application(s)

**Background:**

On May 14, 2024, the Board delegated the EMS Division Chief as their designee. Per the Compassionate Care/Hardship policy, the Board of Directors (or their appointed designee) may waive all charges, reduce the charges, establish a payment plan, or deny the request. Below are the determinations made by the EMS Division Chief for the month of October 2024:

1. The following are recommended to have EMS charges waived:  
24-315824: Income falls within the established guidelines. **Financial Impact:** \$543.65
2. The following are recommended to have EMS charges reduced:  
N/A **Financial Impact:** \$0.00
3. The following are recommended to have a payment plan established:  
N/A **Financial Impact:** \$0.00



Sonoma County Fire District Board of Directors  
Staff Report

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**Date:** October 22, 2024

**Topic:** Changes to the Organizational Chart

**Recommendation:**

Authorize the Fire Chief to make changes to the organizational chart to reflect the addition of positions funded by Measure H.

**Financial Impact:**

**Background:**

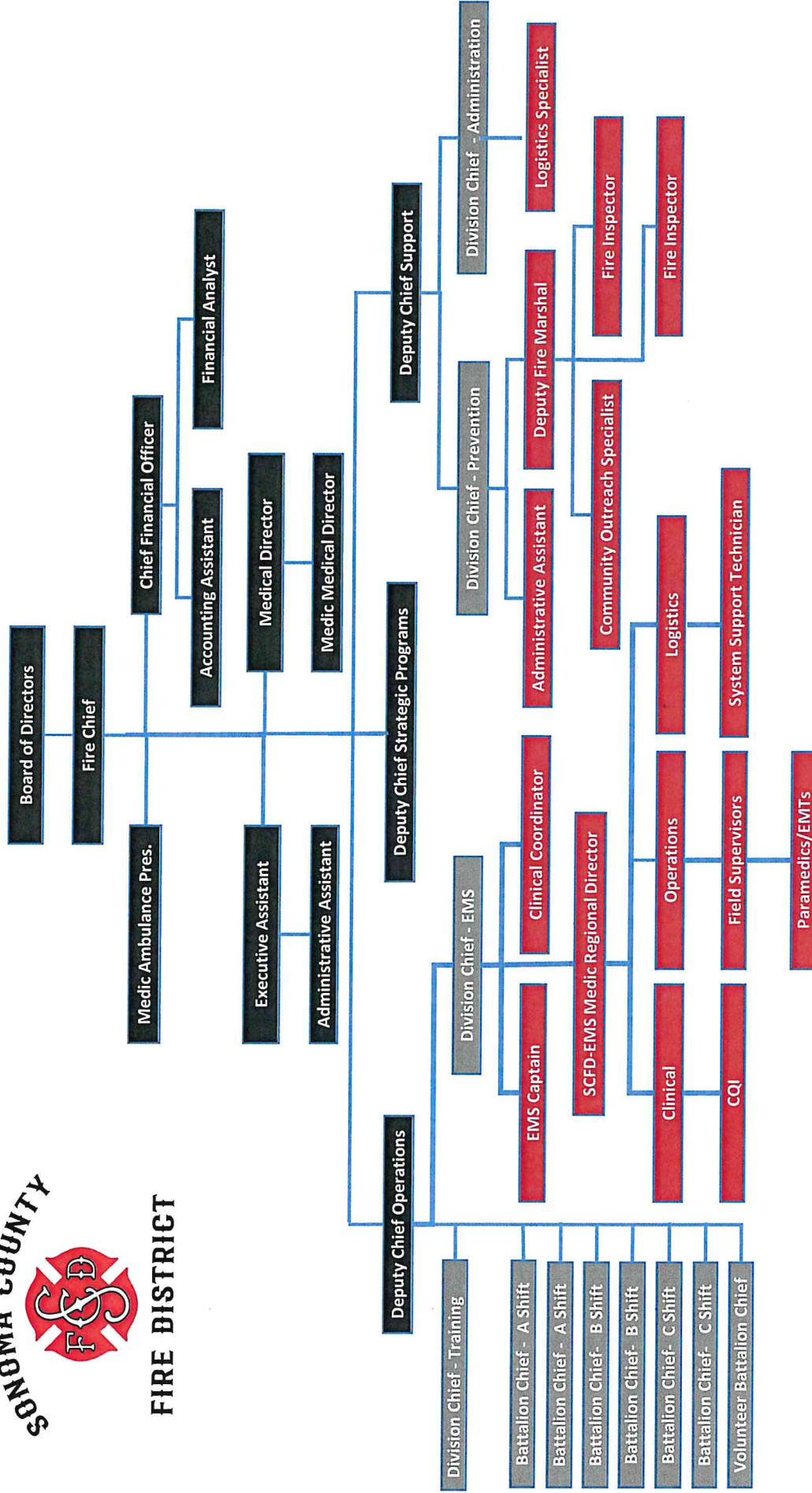
The Sonoma County Fire Chiefs Association passed Measure H in 2024, a county-wide half cent sales tax measure. Tax measure revenue from Measure H to the Sonoma County Fire District will be used, in part, to fund new positions including engine company personnel and Chief Officer positions. The new positions will be filled over the next 12-month period.

The new positions will necessitate additions to our organizational chart previously approved by the Board of Directors. Staff desires the Board of Directors to authorize the Fire Chief to make the necessary changes to the organizational chart to reflect positions created by Measure H funding.

**Attachments:**



# FIRE DISTRICT







Sonoma County Fire District Board of Directors  
Staff Report

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**Date: October 22, 2024**

**Topic: Volunteer Program Updates**

**Recommendation:**

- Approve Volunteer Program updates
- Approve Fire Support Volunteer position description
  - This position is a non-safety position. The Fire Support Volunteer (FSV) position provides individuals in the community with the opportunity to perform skills or services, as defined, that will benefit the Mission Statement of the District.
- Approve Station Volunteer Coordinator position description
  - The Station Volunteer Coordinator reports to the Training Division Chief, or his/her designate, on Volunteer Firefighter (VFF) / Fire Support Volunteer (FSV) activities at a District station. The Station Support Volunteer should possess a sound working knowledge of essential duties in emergency and non-emergency responsibilities to be performed by volunteers.
- Approve the creation of a Volunteer Oversight Committee to address all things Volunteer-Consider approval of Committee Chair membership to Admin Team
- Consider a stipend Increase for Apprentices/volunteers Firefighters next FY.

**Financial Impact:**

- **For future consideration**, our AFF stipend amount is a little less than half of what other agencies are offering (e.g. SON, MRO, GFD).
- Uniform expense for fire support volunteers' (Cotton based, not Nomex based = less cost, **nominal** expense this FY)

**Background:**

Early in 2024, an Ad Hoc committee was formed to discuss issues and concerns facing the Fire District volunteer program. The program has experienced growing pains since the inception of the SCFD. The committee met several times and identified several areas that would create program improvements and enhancements. The first step is to clearly define the two classifications of volunteer:

Volunteer Firefighter (VFF) – An individual who performs unpaid regular firefighting duties including fire attack, IDLH (Immediately Dangerous to Life and Health) entry, rescue, and all-risk emergency duties.

Fire Support Volunteer (FSV) – An individual who performs unpaid duties such as administrative personnel, chaplains, clerical, prevention, support, logistics, and station maintenance. Fire



## Sonoma County Fire District Board of Directors Staff Report

Support Volunteers (FSV) do not perform IDLH (Inherently Dangerous to Life and Health) or all-risk duties.

A maximum number of 60 Volunteer Firefighters (VFF) and Fire Support Volunteers (FSV) have been approved for the District; Consider more support volunteers for future expansion/needs.

The primary objective of these positions is to increase the service level to our community and our agency. This provides an environment of public/community service and public safety career opportunities through education and experience.

- VFF will all be trained to have a basic firefighter skill set – Must attend a District sponsored Volunteer Academy or accepted equivalent.
- Maintain a standardized basic skill set for all volunteers using task book-based pathways.
- Specialty skills/focus areas will be available to volunteers upon the completion of the Initial Training Period using task book-based pathways.
- Recommend adoption of the Fire Support Volunteer Program (FSV) – Non-hazardous/non IDLH community volunteers. Program to focus on helpful skill sets found in community.
- Assure effective communications with District management team and Union/labor groups
- Explorer program recruitment/promotion process. Focus on aligning the VFF and Explorer programs to encourage VFF recruitment of explorers that time out of Explorer program due to age. Also encourages incumbent VFF to act as advisors/instructors in Explorer program

### Training Division Action Items

1. Revise District Volunteer Firefighter Standards to match revisions
  - a. Revamp of the VFF Initial Training Period. Three phases (Task Books).
    - i. Onboarding
    - ii. Regional Academy or approved alternative
    - iii. Response Ready VFF
  - b. Solidify pathway to **Volunteer Firefighter / Engineer classification / higher**
  - c. Adjust attendance requirements
    - i. Maintain current requirement of 25 hours of service per quarter
      1. Incumbents – must attend 50% of required drill nights
      2. New Volunteers - must attend 75% of required drill nights
    - ii. Must attend all “Mandatory Subject” drills or attend a make-up session. May submit equivalent proof of certification/attendance.



Sonoma County Fire District Board of Directors  
Staff Report

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- iii. Classes such as EMR/EMT/Volunteer Academy/Paramedic/all fire related classes would count toward excused absences-however, mandatory subjects would still need to be made up.
2. Revise annual training calendar to include more volunteer input from the Volunteer Firefighter (VFF) and Fire Support Volunteer FSV members; make available to all. The calendar will identify mandatory training and/or other required training at least 60 days in advance.
3. Mentoring program – create a program that assigns a mentor to each volunteer recruit. Creates a peer level support system to help new volunteers through their Initial Training Period. Helps with navigation through the Initial Training Period process. This program will also be of benefit to the mentors who will “learn by teaching” mentors will be chosen from the incumbent VFF ranks.

**Accountability**

4. Evaluations – Continue work on an evaluation process for VFF/FSV that encourages development. Utilize current RMS program for feedback and accountability, annual evaluations.
5. Task book rewrites – Several task books will need to be updated.
6. Continue to assess attendance and participation within incumbent Volunteer Firefighter ranks. Consider standards or thresholds for VFF to attain in near future or face release from program. Continue emphasis on accountability
7. Develop VFF certification pathways for elective based qualifications-Engineer, Officer, Rescue Tech, LARRO, etc

**Oversight**

8. Develop a Volunteer Program oversight committee that is representative of the leadership and membership of the volunteer program. This would include Support volunteers. Creates a peer-based oversight group that is representative of all volunteers. Identify pathway to participate on oversight group
9. Assure effective communications with District management team and Union/labor groups

**Job Description**  
**Fire Support Volunteer**  
**Sonoma County Fire District**

**Class Title:** Fire Support Volunteer (FSV)  
**Supervised by:** Division Chief (Training) and Company Officer  
**Number of Positions:** Included in Volunteer Total of 60  
**Initial Training Period:** 18-months

**The Position and General Job Description:**

The Fire Support Volunteer (FSV) position provides individuals in the community with the opportunity to perform skills or services that will benefit the Mission & Vision of the District, in ways not traditionally thought to be “fire service” yet needed for all the ancillary aspects of District Operations.

**Supervised Received and Given:**

A Fire Support Volunteer (FSV) receives supervision from a Company Officer (Captain) or Incident Commander at a call scene and is under general supervision of the Training Division Chief, or his/her designee.

A Fire Support Volunteer (FSV) does not exercise supervision over other volunteers.

**Class Characteristics:**

This is a non-safety position that participates in duties and responsibilities as defined.

**Tasks:**

- Station cleanup, equipment servicing and maintenance, SCBA bottle filling, apparatus cleanup and inventory.
- Staffing at District outreach events and health fairs, provide public information, distribute preparedness materials, conduct preparedness demonstrations.
- Emergency Operations Center Support, radio communications, GIF data entry, data runner.
- Rehabilitation at fire scenes and logistics support including shuttling equipment and refreshments. May act as a “runner” and serve as a communications link between the staging area, Incident Command, and fire crews.
- Post-fire cleanup of apparatus, equipment, and hose.
- Non-IDLH assistance at emergency or disasters as assigned by a Company Officer or Incident Commander. Includes administering first aid or CPR under the supervision of certified EMS personnel within one’s scope of practice, traffic control, crowd control, swamping trees and brush, shuttling equipment, and participating as a supervised member of a rope rescue pull team.
- Drone operations.
- Grant writing or other administrative projects.
- Peer counseling.
- Social media and IT.
- Photography or video.
- Chaplain.

**Job Description**  
**Fire Support Volunteer**  
**Sonoma County Fire District**

**At no time shall a Fire Support Volunteer be exposed to an Inherently Dangerous to Life and Health (IDLH) or hazardous materials environment.**

**Fire Support Volunteers (FSVs) will not perform any of the following duties:**

- Fire suppression and entry.
- SCBA use.
- Climbing ladders.
- Cannot be counted as part of 2 in / 2 out.
- Operating a District apparatus for which they have not been trained.
- Operating extrication tools, power tools, air bags/cribbing or a chain saw.
- Rope rescue rappel team member.
- Paid shift work.

A Fire Support Volunteer may accompany the engine crew on calls and perform those duties within their job description when assigned by a Company Officer.

**Qualifications:**

- Must be at least 18-years of age.
- Must be a U.S. citizen or eligible to work in the United States.
- Must possess and maintain a valid State of California Class C Driver's License.
- Must possess current first aid, EMR and CPR certification when applicable to their assignment.
- Must pass a District medical and background investigation
- Must live near a District station and commit to being available for incident or job-related response when needed.

**Ability to:**

- Be keep calm during emergency or stressful situations.
- Be detail oriented.
- Have and show compassion for all.
- Understand and follow oral and written directions.
- Maintain accurate records and prepare clear and concise reports and other written materials using a computer.
- Communicate effectively both verbally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of the work.

**Work Environment:**

Work independently or with others, complete work on a computer. Work indoors or outdoors, may be exposed to hot or cold temperature environments, or work on slippery or uneven walking surfaces. Work around moving machinery. Work for prolonged periods of time. May be exposed to dust, debris, or loud environments.

**Attendance, Training, Evaluation:**

**Job Description**  
**Fire Support Volunteer**  
**Sonoma County Fire District**

Fire Support Volunteers (FSV) are expected to maintain job skills and proactively assist the District in their job responsibility areas. When a job activity or training is performed or completed, notification shall be made to the Station Volunteer Coordinator who will maintain attendance records.

Fire Support Volunteers (FSV) will not be held to the District weekly drill standard with the exception of those drills or meetings that specifically address their support functions.

Fire Support Volunteers (FSV) shall be evaluated on yearly basis by the Station Volunteer Coordinator on response and job performance.

**Job Expectations:**

- Adhere to all District administrative policies and Standard Operating Procedures.
- Maintain job skills and proactively assist the District in their job responsibility areas.
- Learn and perform job functions to be performed on a regular basis and potentially under supervision during emergency incidents or natural disasters.
- Complete an applicable training task book related to their job function within 6-months of employment.
- Report to a defined District station, meeting location, or staging area to receive tasking assignments.
- Depending on their assignment, Fire Support Volunteers (FSV) may drive a District utility after task book signoff off. Response will be Code 2 for all assignments.
- Maintain issued uniform and PPE.
- Maintain liaison with the Station Volunteer Coordinator.

**Job Description**  
**Station Volunteer Coordinator**  
**Sonoma County Fire District**

**Class Title:** Station Volunteer Coordinator  
**Status:** Unpaid  
**Hours:** Volunteer  
**Supervised by:** Division Chief (Training) and Company Officer  
**Number of Positions:** 11 (included in total number of volunteers 60)

**Job Description:**

The Station Volunteer Coordinator reports to the Training Division Chief, or his/her designee, on Volunteer Firefighter / Support Volunteer activities at a District station. A Volunteer Coordinator should possess a sound working knowledge of essential duties in emergency and non-emergency responsibilities to be performed by volunteers.

A station Volunteer Coordinator will be appointed by the Training Division Chief (for each station with volunteers) and shall have a minimum of three-years experience in the fire service and possess a California State Fire Marshal Firefighter I and EMR/EMT certification.

**Job Responsibilities**

- Acts as a member of the District Volunteer Steering Committee in advising the Training Division Chief on the operations and improvements of the District Volunteer Program.
- Meets with new Volunteers to review job responsibilities, training requirements and call response expectations. Conducts an orientation on the station layout, apparatus, and equipment capabilities.
- Confirms Personal Protective Equipment and District supplied uniforms have been issued.
- Confirms that Sonoma County Fire District Policy 1008 Discrimination/Harassment is understood.
- Acts as a liaison between the station Captains to coordinate volunteer training and completion of the standardized, position Task Book. Communicates with station Captains on training on progress achieved by new volunteers so there is a working knowledge of what the volunteer can do at a call scene.
- Sets and reviews training completion timelines.
- Coordinates the monthly District Training Schedule and for attendance at a Volunteer Academy and at drill nights. Suggests training to improve job performance.
- Organizes and maintains records for the District's personnel and training files.
- When a Volunteer is not meeting training, performance or call response expectations, provide counseling or feedback to reinforce expectations. If a performance, training or call response expectation continues to be deficient, communicate to Training Division Chief, or his/her designee, for follow up action.
- Prepares for the Training Division Chief a yearly report on the status of volunteers, training and accomplishments at the assigned station.
- Assists with the yearly volunteer evaluation.
- Periodically meets with all volunteers to review the progress of meeting District job expectations. Confirms that requirements for minimum quarterly training, call or other

**Job Description**  
**Station Volunteer Coordinator**  
**Sonoma County Fire District**

activity have been met. Provides feedback and counseling as as needed. Solicits the volunteer's view of his/her training, job responsibilities or needs.

- May participate in the application screening and oral interview of prospective volunteers seeking District employment.

**Selection Process**

Volunteers from each station, not on probation and in good standing with the District, will be given the opportunity to apply for the Station Volunteer Coordinator. Current District promotional processes will be followed.

Desire, call response, training hours, civic activity, personnel & managerial skill levels will be used to determine suitability for the position.

**Minimum Qualifications:**

Candidates must meet the minimum qualifications for the Volunteer Firefighter and/or Station Support Volunteer to be considered for this position.



## Volunteer Program

### 344.1 PURPOSE AND SCOPE

This policy establishes guidelines for the use of Volunteers, Apprentice Firefighters and Explorers. The primary objectives of these positions are to increase the service level to our community and our agency. Additionally, we hope to provide an environment of public safety career opportunities through education and experience.

#### 344.1.1 DEFINITIONS

Definitions related to this policy include:

**Volunteer Firefighter (VFF)**- An individual who performs a service for the District without promise, expectation of compensation or FT/PT employment for services rendered.

**Fire Support Volunteer (FSV)**- An individual who performs unpaid duties such as administrative personnel, chaplains, clerical, prevention, support, logistics, and station maintenance. Fire Support Volunteers (FSV) do not perform IDLH (Immediately Dangerous to Life and Health) or all-risk duties.

A maximum number of 60 Volunteers have been approved for the District.

**Apprentice Firefighter** – A individual is assigned to a station with a staffed apparatus. The Apprentice Firefighter shall participate in all aspects of the engine/truck company including all risk incident response, training and education, equipment and station maintenance, prevention, fire station living, and others task as assigned. A maximum of 12 Apprentice Firefighters have been approved for the district.

**Explorer** - An individual who is a freshman in high school or at least 14 years of age and graduated the 8<sup>th</sup> grade but not yet 21 years of age that is affiliated with a Sonoma County Fire District Explorer Post. A maximum of 40 Explorers have been approved for the District.

### 344.2 POLICY

It is the policy of the Sonoma County Fire District to utilize volunteers to the extent that it is reasonably practicable to enhance the mission and guiding principles of the District.

### 344.3 PROCEDURE

Volunteers (VFF & FSV) may be assigned to any of the following duties:

- (a) All risk emergency service response.
- (b) All aspects of prevention inspections and code enforcement.

# Sonoma County Fire District

## Policy Manual

### *Volunteer Program*

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- (c) All aspects of public education.
- (d) Administration duties.
- (e) Auxiliary Communications / DOC / EOC.
- (f) Vehicle and facility maintenance duties.
- (g) Any other duties as approved by the Fire Chief.

All volunteers shall comply with all orders and directives, either oral or written, issued by the District. Access to the policies and procedures will be made available to each volunteer upon appointment and he/she shall become thoroughly familiar with these policies.

Whenever a rule, regulation or guideline in this manual relating to district operations refers to a regular full-time employee, it shall also apply to a volunteer, unless by its nature it is inapplicable.

Nothing in this policy shall confer employment rights upon the volunteer. A Volunteer is a non-paid, non-represented member of the District.

#### **344.3.1 VOLUNTEER DUTIES**

- (a) Respond to incidents and assist in fire suppression, rescue, and life-saving operations.
- (b) Respond to incidents and assist in providing emergency medical care to victims of accidents, illness, and/or injury.
- (c) Adhere to all District safety programs and procedures and stay current on safety issues.
- (d) Assist in maintaining fire apparatus & equipment in a clean condition and in continual readiness for operation.
- (e) Maintain buildings & grounds as directed.
- (f) Prepare necessary reports and records.
- (g) Participate in public service and public education programs.
- (h) Perform other duties as assigned.
- (i) Volunteer Firefighters may be added to the rotational strike team list (volunteer staff) upon request and completion of all required certificates and qualifications as set forth.

#### **344.3.2 VOLUNTEER EXPECTATIONS**

- (a) Attend and participate in required fire training programs.
- (b) Maintain active status as a Volunteer Firefighter by continued participation in the monthly mandatory trainings.
- (c) Study firefighting techniques.
- (d) Maintain a current and unrestricted State of California driver's license.
- (e) Maintain insurability requirements of District's liability insurer(s).
- (f) Maintain physical fitness as described in the District's Firefighter/Engineer Job Analysis.
- (g) Increase working knowledge of District apparatus, tools and equipment.
- (h) Carry out directions, follow orders, and finish assigned tasks.

# Sonoma County Fire District

## Policy Manual

### *Volunteer Program*

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- (i) Follow prescribed routine and work in accordance with our agency requiring strict discipline and good teamwork.
- (j) Maintain a professional, positive image and attitude toward other personnel and the general public.
- (k) Increase knowledge of the District's policies and procedures.
- (l) Actively support the operations of the Association/Foundation.

Volunteer Firefighters may be added to the rotational strike team list (Volunteer Staff) upon request and completion of all required certificates and qualifications as set forth in Lexipol policy 342 (Sonoma County Fire District Policy Manual: 342.3 PROCEDURE). Payment is based upon the current OES rate letter.

### **344.4 VOLUNTEER MANAGEMENT**

#### **344.4.1 VOLUNTEER COORDINATOR**

A Volunteer Coordinator shall be appointed by the Fire Chief or the authorized designee (Training Division Chief). The function of the Volunteer Coordinator is to provide a central coordinating point for effective volunteer management, provide direction, establish goals, to direct and assist staff in any aspect of the volunteer program. The Volunteer Coordinator should work with other district staff on an ongoing basis to assist in the development and implementation of volunteer positions. The SCFD Volunteer coordinator is designated in the SCFD Projects/Responsibilities List. The Volunteer Coordinator will report to the Training Division Chief. Other personnel may be assigned to assist in the management of the volunteer program based on the recommendation of the Volunteer Coordinator, with approval of the Training Division Chief; the following program areas have been identified:

- (a) Recruiting, selecting and training qualified volunteers for various positions.
- (b) Facilitating the implementation of new volunteer activities and assignments.
- (c) Maintaining records for each volunteer.
- (d) Tracking and evaluating the contribution of volunteers.
- (e) Maintaining a volunteer handbook and outlining expectations, policies and responsibilities for all volunteers.
- (f) Maintaining a record of volunteer schedules and work hours.
- (g) Completion and dissemination, as appropriate, of all necessary paperwork and information.
- (h) Planning periodic recognition events.
- (i) Maintaining liaison with other community volunteer programs and assisting in community-wide efforts to recognize and promote volunteering.

#### **344.4.2 Station Volunteer Coordinator**

The Station Volunteer Coordinator reports to the Training Division Chief, or his/her designee, on volunteer activities at a District station. A Station Volunteer Coordinator should possess a sound working knowledge of essential duties in an emergency and non-emergency

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# Sonoma County Fire District

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responsibilities to be performed by volunteers.

A Station Volunteer Coordinator will be appointed by the Training Division Chief (for each station with volunteers) and shall have a minimum of three-years' experience in the fire service and possess a California State Fire Marshal Firefighter I (or District equivalent) and EMR/EMT certification.

#### **344.4.3 RECRUITMENT**

Volunteers should be recruited on a continuous and ongoing basis (based on availability/openings) consistent with district policy on equal opportunity, non-discriminatory employment. A primary qualification for participation in the application process should be an interest in, and an ability to assist the District in serving the public. There are 60 approved positions allocated.

- Be at least 18 years of age for all positions other than Explorer.
- Possess a valid California driver license if the position requires vehicle operation.
- Be able to deal effectively and courteously with the general public.
- Be willing to commit to weekly mandatory trainings, evaluated per quarter.
- Complete mandatory training as determined to be appropriate by the District.
- Possess any other qualifications specific to the volunteer assignment.
- Possess a high school diploma or equivalent.
- Have the physical ability to perform the job.
- Successfully complete the District's Basic Skills Academy or equivalent.
- Obtain Title 19 Advance First Aide or First Responder certification within one year.
- Become CPR certified within one year.
- Fire Support Volunteers (FSV) only need to obtain First Aid, CPR certification, and area/position-specific training as they relate to assigned job duties.

#### **344.4.4 -SCREENING**

All prospective volunteers shall complete the volunteer hiring process below:

- (a) Complete an approved District application.
- (b) Meet with the Volunteer Coordinator, review program, time requirements, training and standards including a volunteer participation agreement.
- (c) Candidate to complete a panel interview at the direction of the Coordinator.
- (d) Training Division Chief Interview.
- (e) Complete a background investigation as set forth by the District.
- (f) Complete a pre-employment medical examination.
- (g) Orientation / Hire date.
- (h) Academy Start date and/or task book initiation.

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#### **344.4.5 SELECTION AND PLACEMENT**

**Volunteer Applicant** - The status of an individual when an application has been filed for consideration as a Volunteer Firefighter.

**Volunteer Firefighter Trainee - Start of Probationary Period** - The Volunteer Applicant passes all pre-employment requirements and begins training with the District. The date of the "District Orientation meeting" is considered the volunteer's "hire date" with the District.

**Probationary Volunteer Firefighter – Released to Respond** - The Volunteer Firefighter Trainee successfully completes all required basic skills training and is issued a pager. Stipend/reimbursement begins at this time.

**Volunteer Firefighter – End of Probation** - The Volunteer Firefighter Trainee successfully completes the probationary requirements and becomes a Volunteer Firefighter with the District. The probationary period is 18 months.

Service as a volunteer with the District shall begin with an official notice of acceptance or appointment to a volunteer position. Notice may only be given by an authorized representative of the District, who will normally be the Training Division Chief. No volunteer should begin any assignment until they have been officially accepted for that position and completed all required screening and paperwork.

At the time of final acceptance, each volunteer shall complete all required administrative paperwork and will receive a copy of their position description and agreement of service with the District. All volunteers shall receive a copy of the volunteer handbook and shall be required to sign a volunteer agreement.

Volunteers should be placed only in assignments or programs that are consistent with their knowledge, skills, abilities and the needs of the District.

#### **344.4.6 TRAINING**

Volunteers will be provided with an orientation program and assigned a mentor to acquaint them with the District, personnel, operations, policies and procedures that have a direct impact on their work assignment.

Volunteers receive position-specific training to ensure they have adequate knowledge and skills to complete tasks required by the position and should receive periodic ongoing training as deemed appropriate by their supervisor or the Volunteer Coordinator, Training Division Chief. Volunteers shall attend and complete the District's Basic Skills Academy (and task books) or equivalent firefighter training within one year of their start date.

Volunteer firefighters will maintain active status as a Volunteer Firefighter by participating in regular monthly trainings, including all mandatory trainings, which is evaluated per quarter.

Regular volunteer drills (and mandatory trainings) will be conducted on Wednesday evening of each week from 1830 to 2130 Hours. These drill locations will be rotated between District Stations and/ or other training locations throughout the month. The Instructor will make every reasonable effort to ensure that these drills begin promptly at 1830 hours and personnel are released to return to their home Station at 2130 hours. Other training opportunities will be scheduled as needed.

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Volunteers who are seasonal or full-time firefighters with other public safety agencies may be exempt from certain mandatory drills if they are able to provide proof of proficiency or certification in the subject area at the discretion of the Training Division Chief.

Regular drill attendance is necessary for all volunteer firefighters. If you are going to be absent from drill, **you must notify the Station Volunteer Coordinator or Training Division Chief.** Missed mandatory drills may be made up with prior arrangements through the Volunteer Coordinator. It is the responsibility of every Volunteer Firefighter to ensure they are signed in for every incident response and mandatory training event. This data should be captured in the District report management system. A Volunteer Firefighter shall contribute at least 25 hours of service to the District each quarter.

Volunteer Firefighter data will be logged in the "SKY" Text Based APP which every volunteer will be instructed on its use. The APP tracks all Volunteer activities performed for the District. However, it is not intended to replace RMS systems in place (incident reports, Vector Solutions).

#### **344.4.7 DRESS CODE**

As representatives of the District, volunteers are responsible for presenting a professional image to the community. Volunteers shall dress appropriately for the conditions and performance of their duties.

Volunteers shall conform to district-approved dress consistent with their assignment. The uniform or identifiable parts of the uniform shall not be worn while off-duty except volunteers may choose to wear the uniform while in transit to or from official district assignments or functions, provided an outer garment is worn over the uniform shirt to avoid bringing attention to the volunteer while he/she is off-duty.

Volunteers shall be required to return any issued uniform or district property at the termination of service.

The District will provide approved uniforms per Lexipol policy 1024 (Sonoma County Fire District Policy Manual: 1024.4 ISSUANCE OF UNIFORMS). The Volunteer Firefighter must provide all other uniform components.

#### **344.5 VOLUNTEER COMPENSATION**

##### **344.5.1 POLICY**

Volunteer Firefighters (Post Basic Skills Academy) will be paid at the scale below:

Volunteer Firefighter:           \$10.00 per incident response   \$15.00 per mandated training

Volunteer Engineer:           \$12.00 per incident response   \$17.00 per mandated training

Volunteer Officer:             \$14.00 per incident response   \$19.00 per mandated training

A Volunteer Engineer is any person who is properly licensed and approved to drive and operate fire apparatus, and who has completed the approved training Task Book(s).

A Volunteer Officer is any person who is appointed to the position of Volunteer Captain or Volunteer Battalion Chief and has completed the approved training Task Book.

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Volunteers will begin to receive the above compensation from the date they are “released to respond” by the Training Division Chief or designee.

#### **344.5.2 PAYMENT PROCEDURE**

Volunteer Firefighter’s pay period is July 1 through June 30. Participation of emergency response and trainings will be totaled once a year and paid in July.

A check will be issued through the district’s payroll system for each volunteer receiving payment. Checks will be mailed in July. W-2’s will be issued on an annual basis for all income earned under this program.

#### **344.6 SUPERVISION OF VOLUNTEERS**

Each volunteer will have a clearly identified supervisor who is responsible for direct management of that volunteer. This supervisor will be responsible for day-to-day management and guidance of the work of the volunteer and should be available to the volunteer for consultation and assistance.

A volunteer may be assigned as, and act as, a supervisor.

Volunteer supervisors are expected to assist with annual evaluations of all volunteers.

#### **344.7 CONFIDENTIALITY**

Unless otherwise directed by a supervisor, the duties of the position or district policy, all information a volunteer encounters shall be considered confidential. Only that information specifically identified and approved by authorized personnel shall be released.

Volunteers shall not address public gatherings, appear on radio or television, prepare any article for publication, act as correspondents to a newspaper or other periodical, release or divulge any information concerning the activities of the District, or maintain that they represent the District in such matters without permission from the proper district personnel.

#### **344.8 PROPERTY AND EQUIPMENT**

Volunteers will be issued an identification card. Any fixed and portable equipment issued by the District shall be for official and authorized use only. Any property or equipment issued to a volunteer shall remain the property of the District and shall be returned at the termination of service.

#### **344.9 APPRENTICE FIREFIGHTER PROGRAM**

The purpose of the Apprentice Firefighter Program to offer valuable fire service education and experience to personnel entering the fire service. Apprentice firefighters are assigned to a shift at a staffed station. Apprentice Firefighters participate in all aspects of the engine/truck company including incident response, equipment maintenance, station maintenance, training, prevention, meals and others task as assigned.

The Apprentice Program Coordinator will have the responsibility to recruit, interview, recommend for hire, assign to a shift, orientate, supervise, guide and direct, enforce policy, ensure performance reviews are completed, recommend discipline and ensure that annual evaluations are completed on each Apprentice Firefighter. The goal is to assign an Apprentice Firefighter to each staffed apparatus on each shift. There are 18 approved position allocated.

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The Apprentice Program Coordinator should work with other district staff on an on-going basis to assist in the development and implementation of Apprentice Firefighter positions. The Apprentice Program Coordinator is designated in the SCFD Projects/Responsibilities List. The Apprentice Program Coordinator will report to the Training Division Chief. Other personnel may be assigned to assist in the management of the Volunteer Program at the discretion of the Apprentice Program Coordinator.

Apprentice Firefighters will be selected according to the below information.

- (a) Complete an approved District application.
- (b) Meet with the Apprentice Program Coordinator, review program, time requirements, training and standards.
- (c) Candidate to complete a 10-hour ride-a-long/evaluation with one of the District's Engine Companies.
- (d) Chief Interview. (This step has been waved in the past)
- (e) Complete a background investigation as set forth by the District.
- (f) Complete a pre-employment medical examination.
- (g) Complete a 10-hours position orientation.
- (h) Shift assignment, the shift BC shall make the station assignment.

Apprentice Firefighter qualifications are as follows:

- (a) Completion of accredited Firefighter 1 Academy or District Basic Skills Academy or equivalent.
- (b) Medical First Responder and CPR certification.
- (c) Completion of Emergency Medical Technician (EMT) training preferred.

Apprentice Firefighter positions will be offered first to District Volunteers off probation and in good standing as set forth in section 344.4.5. If the position cannot be filled from the qualified District Volunteer ranks, the position will be offered to qualifying members of the public.

The Apprentice Firefighter is an at-will position and does not constitute nor offer guarantee of full time District employment. The position can be terminated at any time for any or no cause.

Apprentice Firefighter shift hours are 0800-0800 for a full 24-hour shift. Requests to adjust these hours due school or other employment may be considered and need approval by the assigned Company Officer.

A stipend of \$100.00 will be paid for each shift.

Apprentice Firefighter must complete a timecard each pay period. The timecards will be collected at the end of each pay period, and the checks will be processed for the next pay period.

The Apprentice Firefighter program is based upon a two-year training, education and experience calendar. Each year is broken up into training focus groups as listed below:

Year 1; Completion of CSFM Firefighter 1

Year 2; Completion of CSFM Firefighter 2 and EMT



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At the successful completion of the second year, the Apprentice Firefighter may continue in the position based upon the recommendation of the Apprentice Program Coordinator. Training details of continuing years will be determined by the Apprentice Program Coordinator

The Apprentice Firefighters must review, acknowledge, and abide by District Policies.

The Apprentice Firefighter must report for duty, at their assigned station in a District uniform and have his/her turnouts on the fire engine, ready for emergency response, by 0800 unless otherwise approved by the on-duty Captain.

The District will provide approved uniforms per Lexipol policy 1024 (Sonoma County Fire District Policy Manual: 1024.4 ISSUANCE OF UNIFORMS). The Apprentice Firefighter must provide all other uniform components.

Apprentice Firefighters may be added to the rotational strike team list (volunteer staff) upon request and completion of all required certificates and qualifications as set forth in Lexipol policy 342 (Sonoma County Fire District Policy Manual: 342.3 PROCEDURE). Payment is based upon the current OES rate letter.

The Apprentice Firefighter shall participate in all aspects of the Engine/Truck Company including incident response, equipment maintenance, station maintenance, training, prevention, meals and others task as assigned. Apprentice Firefighters are highly encouraged to participate in the Volunteer Trainings every Wednesday night.

An Apprentice Firefighter may request a leave of absence (LOA) for family emergencies, extended training, extended work commitments or educational purposes. A LOA request shall be made in writing to the Volunteer Coordinator and are granted/denied on an individual basis. A LOA may not extend more than six (6) months without the expressed written consent of the Apprentice Coordinator. Vacant positions may be filled at the discretion of the Program Manager. The Apprentice Firefighter must notify the Apprentice Program Coordinator within 15 days of returning to work. If the Apprentice Firefighter fails to report to work at the end of the LOA, it will be implied the employee has voluntarily quit. An Apprentice Firefighter, who returns from a LOA, may be required to complete refresher training at the discretion of the Apprentice Program Coordinator.

### **344.10 EXPLORER PROGRAM**

#### **344.10.1 PURPOSE AND SCOPE**

This policy establishes guidelines for organizational structure, responsibilities, operational applications for the Sonoma County Fire Explorer Program, a chartered organization (BSA-Learning for Life) which will provide an effective Fire Exploring program. The program is designed to build good character, promote citizenship and develop personal and mental fitness for high school aged youth of the area. The name of the two posts shall be Sonoma County Fire District Explorer Posts #7510 and #78.

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#### **344.10.2 DEFINITIONS**

Explorer - An individual who is a freshman in high school or at least 14 years of age and graduated the 8<sup>th</sup> grade but not yet 21 years of age that is affiliated with a Sonoma County Fire District Explorer Post.

#### **344.10.3 POLICY**

It is the general direction of the Sonoma County Fire District to develop opportunities for future emergency responders and is intended to provide a learning environment and to provide a service to the community.

#### **344.10.4 PROCEDURE**

Explorers must meet membership requirements and comply with all orders and directives, either oral or written, issued by the District. A copy of the Explorer policies and procedures will be made available to each Explorer upon appointment and he/she shall become thoroughly familiar with these policies.

Whenever a rule, regulation or guideline in this manual relating to district operations refers to a regular full-time employee, it shall also apply to an Explorer, unless by its nature it is inapplicable.

Nothing in the manual shall confer rights upon the Explorer. Explorers serve at-will and their Explorer status may be terminated at any time without cause or reason.

#### **344.10.5 EXPLORER MANAGEMENT**

##### **344.10.5.1 EXPLORER COORDINATOR**

An Explorer Coordinator shall be appointed by the Fire Chief or the authorized designee. The function of the Explorer Coordinator is to provide a central coordinating point for effective Explorer management within the District, and to direct and assist staff and Explorer efforts to jointly provide more productive services.

Recruiting, selecting and training qualified Explorers for various positions. Facilitating the implementation of new Explorer activities and assignments. Maintaining records for each Explorer.

Tracking and evaluating the contribution of Explorers.

Maintaining an Explorer/Explorer handbook and outlining expectations, policies and responsibilities for all Explorers.

Maintaining a record of Explorer attendance.

Completion and dissemination, as appropriate, of all necessary paperwork and information.  
Planning periodic recognition events.

The Explorer Coordinator should work with other District staff on an on-going basis to assist in the development and implementation of Explorer positions. The Explorer Coordinator is designated in the Projects/Responsibilities List. The Explorer Coordinator will report to a Management Team Member as designated in the SCFD Projects/Responsibilities List. Other personnel may be

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assigned to assist in the Management of the Explorer Program at the discretion of the Explorer Coordinator.

#### 344.10.5.2 RECRUITMENT

Explorers should be recruited on a continuous and ongoing basis consistent with District policy on equal opportunity, non-discriminatory employment. A primary qualification for participation in the application process should be an interest in, and an ability to assist the District in serving the public. A maximum of 40 Explorers have been approved for the District.

Be a freshman in high school or at least age 14 years of age and graduated the 8<sup>th</sup> grade at time of application but not yet 21 years old.

Explorer and legal guardian shall satisfactorily complete all applicable forms required by BSA-LFL and Sonoma County Fire District.

Signature by Explorer and legal guardian indicating receipt and pledge to adherence to this policy shall be made prior to acceptance into program.

Complete Parental Permission and Consent to treat form.

Complete application and any interview process as provided by Explorer Coordinator, and other district staffed Explorer positions.

While currently enrolled in high school, must maintain a "C" grade point average or better. 1st violation=suspension until grades reach at least "C" average. Dismissal after two quarters of non-qualifying grades.

Be willing to devote necessary time to meetings and various activities.

No prospective members shall be disqualified because of race, color, creed, sex or religion.

#### 344.10.5.3 MEETINGS AND ACTIVITIES

Attendance at all meetings is mandatory; two unexcused absences per quarter may cause demotion of explorer level, or dismissal from the program. Reinstatement of Explorer Level will be at discretion of Explorer Coordinator and based on attendance.

Explorers will adhere to the District's Grooming Standards.

Explorers shall wear uniforms with the approved SCFD patch. Refer to SCFD Uniform policy for all other requirements.

#### 344.10.5.4 GENERAL TRAINING AND CONDUCT

All members shall be furnished with a copy of this policy. Ignorance of any guidelines and/or policies shall not be considered as an excuse for a violation.

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Explorers must be closely supervised when involved in any manipulative skills training.

Explorers must be equipped with safety gear that meets District standards and is appropriate for the job to be performed.

Explorers shall not drive fire apparatus or District vehicles.

Explorers may train on above ground ladder operations provided there are two qualified instructors who are constantly in attendance, one on the ground and one above ground.

Explorers may not perform ventilation procedures on a burning structure.

Explorers age 16 and over, may operate hydraulic rescue tools during Explorer trainings or academies only, and while under the supervision of the Explorer Coordinator or their designee.

Any changes of mailing address, phone number, and emergency contact shall be reported immediately.

Explorers shall maintain their persons, uniforms and equipment in neat and clean condition. No use of alcohol, drugs or tobacco products will be tolerated. 1st violation=DISMISSAL

No swearing or use of foul or vulgar language.

Explorers shall comply with HIPPA guidelines. 1st violation=DISMISSAL

No Fighting. 1st violation=DISMISSAL

No horseplay.

All issued equipment shall be the property of Sonoma County Fire District. The equipment shall be returned or replaced at the Explorer's expense when Explorer leaves program.

No Explorer shall ride on apparatus unless authorized by Sonoma County Fire District Personnel.

Any Explorer that discredits the Sonoma County Fire District or willfully disregards any policies or procedures shall be dismissed from Explorer program.

A minimum of two Sonoma County Fire District Personnel must be present with Explorers during meetings/training and Ride-Along. "Two-Deep" leadership shall be utilized at all times.

One on one contact (Explorer and Sonoma County Fire District Personnel) is not permitted. In situations that require personal conferences, the meeting shall be conducted in view of others.

All email contact between Sonoma County Fire District personnel to Explorers shall be made via Sonoma County Fire District owned email addresses.

When an overnight activity is coeducational, adults of both sexes must accompany it, one of whom must be registered as an adult participant of Exploring.

Males and females are required to have separate bathrooms, bathing, and sleeping accommodations. If it becomes necessary to share any facilities, special care must be taken to prevent violations of personal privacy.

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Adult leaders should respect the privacy of youth participants in situations such as changing clothes or taking showers, intruding only to the extent required for health and safety of program participants. Adult leaders should also protect their own privacy in these situations.

Hazing initiations are prohibited and may not be included in any exploring activity. No secret organizations are authorized as part of Exploring or any Learning for Life program.

The roles of adult leaders in the Exploring program require that clear boundaries be established between adult leaders and youth members. For this reason, fraternization, the formation of peer-based, social relationships between adult and youth participants is not permitted.

Discipline used in BSA should be constructive and reflect BSA values. The use of corporal punishment in any form -spanking, slapping, hitting, belt lines, etc. - is prohibited. If an Explorer behaves in a way that interferes with the program's operation, he or she may be suspended from the program.

At least one adult participant in the presence of the Explorer's must have completed the Youth Protection Training.

No articles of an Explorers uniform shall be worn while outside of official Explorer functions, except with permission of Explorer Coordinator. 1st violation=DISMISSAL

See Sonoma County Fire District policies for areas not covered. When discrepancy is present Sonoma County Fire District Policies will supersede this policy.

#### 344.10.5.5 RIDE ALONG GUIDELINES

Every effort shall be made to provide a reasonable measure of safety for an Explorer during a ride-a-long. During a high-risk situation (i.e. Structure fire, wildland fire, MVA on highway, etc.), the Explorer, just as any other ride-a-long, shall be in a reasonably safe environment (cab of unit or other safe area) and observing only. Once a reasonable level of safety has been ensured at the scene, the Explorer may function in a support role under direct supervision.

Explorers will be in uniform and must be neat in appearance.

Explorers are observers ONLY. If, at the discretion of the Officer on the scene, he/she feels that then the Explorer could be of some assistance, the Explorer may then assist as directed. Explorers will not be used to make up personnel shortages for any duration of time.

Explorers shall be under the direct supervision of the Station Captain.

No ride-along will be scheduled past 1700 hours.

#### 344.10.5.6 EXPLORER DISCIPLINE POLICY

Everyone involved in the Sonoma County Fire District Explorer Post shall be held responsible for upholding these, and all Sonoma County Fire District Policies and Procedures.

All policies and procedures are subject to the interpretation of Sonoma County Fire District Personnel and LFL representative.

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Any negative event involving the Sonoma County Fire District reputation shall be forwarded to the Deputy Chief for review.

All disciplinary violations and behavioral issues will be handled by Explorer Coordinator. Most disciplinary action for incidents will occur in the following order:

1. Verbal Reprimand
2. Written Reprimand
3. Suspension from current activity
4. Dismissal from Explorer Program (Initiated by Explorer Coordinator)

#### **344.10.5.7 INJURIES**

Injury to Explorer will first be covered by Explorer's private insurance (if available) then insurance policy provided by the BSA-LFL.

In the event of an Explorer injury and medical attention is required:

1. Provide medical aid immediately.
2. Notify parents, Explorer Coordinator, and on duty BC of the injury.
3. They will complete necessary forms as required by the Sonoma County Fire District and BSA-LFL.

#### **344.10.6 CONFIDENTIALITY**

Unless otherwise directed by a supervisor, the duties of the position or District policy, all information an Explorer encounters shall be considered confidential. Only that information specifically identified and approved by authorized personnel shall be released.

#### **344.10.7 SUPERVISION OF EXPLORERS**

Each Explorer who is accepted to a position with the District must have a clearly identified supervisor who is responsible for direct management of that Explorer. This supervisor will be responsible for day-to-day management and guidance of the work of the Explorer and should be available to the Explorer for consultation and assistance.

An Explorer may be assigned as, and act as, a supervisor of other Explorers provided that the supervising Explorer is under the direct supervision of a paid staff employee.

Functional supervision of Explorers is the responsibility of the supervisor in charge of the unit where the Explorer is assigned. Supervisors of Explorers should consider the following:

1. Ensure explorers have workspace and necessary office supplies.
2. Make sure the work is challenging.
3. Do not hesitate to give them an assignment or task that will tap these valuable resources.

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#### **344.10.8 ALTERATIONS**

The Sonoma County Fire District reserves the right to make alterations and updates to this policy as deemed necessary. Explorers and legal guardians will be made aware of changes in timely manner.

## Real Estate Purchase Agreement

### THIS SALES AGREEMENT

BETWEEN : Sonoma County Fire District, hereinafter referred to as "SCFD"  
-AND-  
Friends of Rio Nido, 501c3, hereinafter referred to as "FRN"

**IN CONSIDERATION OF** and as a condition of SCFD selling the Property and FRN purchasing the Property and other valuable consideration, the receipt and sufficiency of which consideration is acknowledged here, the parties to this Agreement agree as follows:

#### **Property**

Address: 14770 Rio Nido Road, Rio  
Nido, CA Fee Parcel: 070-295-002-000  
TRA:093043

Lots 572 and 573 as delineated upon the map entitled Redwood Valley Subdivision, file February 7, 1912 in the office of the County Recorder of Sonoma County in Book 27 of Maps, Page 15, Sonoma County Records,

The property includes fixtures and improvements located on the property and all rights, privileges and appurtenances associated with it, including but not limited to permits and easements. SCFD agrees to sell and convey to FRN and FRN agrees to purchase from SCFD the Property in "as is" condition.

#### **Property Use**

The Property shall be used solely as a public facility for community benefit. In the event the Property is no longer used as a public facility for community benefit and is transferred to private ownership, the Property shall revert back to SCFD ownership and SCFD shall return the Purchase Price to FRN.

#### **Purchase Price**

The purchase price for the Property (the "Purchase Price") is \$10,000 and this amount will be paid by bank check at closing without any financing contingency.

#### **Real Property Disclosure**

FRN understands and agrees that it is buying the Property in "as is" condition. SCFD does not know of any material facts that would affect the value or use of the Property, except those observable by FRN SCFD specifically discloses that the subject property is designated as a "Public Facility" (PF) and can not be used privately, commercially or for any other purpose.



**Property Condition**

The Parties expressly agree that the Property is being sold by SCFD and purchased by FRN in “as is” condition without any warranties by SCFD. FRN accepts the Property in its current state and condition without any further work, repairs or treatments. FRN acknowledges and warrants that the property continued use will comply with its designation as a “Public Facility” including its use as a Postal Center approved by the USPS.

**Closing Date**

The Closing Date will be on or before October 15, 2024 or within seven days if SCFD requires additional time for public disclosures. FRN will initiate all required documents including a Quit Claim Deed to the Property that shows no further exceptions to title of the Property which SCFD has title. SCFD will sign and deliver said deed at closing. FRN will pay the Purchase Price in good funds directly to SCFD. Any notices, statements, certificates, affidavits, releases, loan documents and other documents required by this Agreement, by the Commitment or by law which is necessary for the closing of the sale must be promptly executed and delivered by SCFD and FRN. SCFD is not making any covenants, representations and warranties in this Agreement.

**Warranties**

SCFD is not making any warranties regarding the Property in this Agreement.

**Possession**

Possession of the Property in its current state, ordinary wear and tear excepted, will be delivered by SCFD to FRN upon proper funding at closing. SCFD will vacate the Property upon closing. .

**Settlement and Other Expenses**

Unless both Parties otherwise agree in writing, the following expenses payable will be paid at or prior to closing:

- a) FRN will pay all closing costs, including, but not limited to, recording fees; tax statements or certificates; preparation of deed
- b) SCFD will not incur any closing costs

**Risk of Loss**

SCFD will bear all risk of loss to the Property or its improvements, which includes, but is not limited to, physical damage or destruction to the Property, or loss caused by eminent domain, until the Closing Date. FRN shall have no claim or interest in the property until the completion of transaction on the Closing Date and transfer of the Property from SCFD to FRN.

**Notices**

All notices pursuant to this Agreement must be written and signed by the respective Party or its agent and all such correspondence will be effective upon it being mailed with return receipt requested, hand-delivered, or transmitted by email as follows:

To FRN at:

*Friends of Rio Nido*  
*PO Box 184 Rio Nido, CA 95471*

To SCFD at:

*Sonoma County Fire District*  
*8200 Old Redwood Hwy, Windsor CA 95492*

**Governing Law**

The Parties agree this Agreement will be construed under the laws of California, with venue in the Sonoma County Superior Court.

**Agreement of Parties**

This document constitutes the entire agreement of the Parties and it may not be contradicted by evidence of prior, contemporaneous or subsequent oral agreement. The provisions contained in this Agreement cannot be changed except by the signed and delivered written consent of both.

EXECUTED by: Friends of Rio Nido on the 17 day of October, 2024.

*Pip Marquez de la Plata*

\_\_\_\_\_

Pip Marquez de la Plata, President

*Ingrid Emming*

Ingrid Emming (Oct 17, 2024 14:17 PDT)

\_\_\_\_\_

Ingrid Emming, Treasurer

EXECUTED by: Sonoma County Fire District on the 17 day of October, 2024.

\_\_\_\_\_

Mark Heine, Fire Chief

Recording requested by:

**Friends of Rio Nido**  
**Ingrid Emming, Treasurer**

When recorded, mail this deed and tax statements to (name and address):

Friends of Rio Nido  
PO Box 184 Rio Nido, CA 95471

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## QUIT CLAIM DEED

Assessor's Parcel No.: 070-295-002-000

DOCUMENTARY TRANSFER TAX \$ \_\_\_\_\_

EXEMPTION (R&T CODE) \_\_\_\_\_

EXPLANATION \_\_\_\_\_

\_\_\_\_\_  
Signature of Declarant or Agent determining tax

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, Sonoma County Fire District, a political subdivision of the State of California, whose mailing address is 8200 Old Redwood Highway, Windsor, CA 95492, (the "Grantor"), does hereby release, remise and forever quit claim unto Friends of Rio Nido, 501c3, a California none profit organization, whose mailing address is PO Box 184 Rio Nido, CA 95471 (the "Grantee"), the following described real property in the County of Sonoma, State of California (the "Land") Commonly known as 14770 Rio Nido Road, Rio Nido, CA 95471 and legally described as:

Lots 572 and 573 as delineated upon the map entitled Redwood Valley Subdivision, file February 7, 1912 in the office of the County Recorder of Sonoma County in Book 27 of Maps, Page 15, Sonoma County Records

**Property Use** The Property shall be used solely as a public facility for community benefit. In the event the Property is no longer used as a public facility for community benefit and is transferred to private ownership, the Property shall revert back to SCFD ownership and SCFD shall return the Purchase Price to FRN

**Property Condition** The Parties expressly agree that the Property is being sold by the Grantor and purchased by the Grantee in "as is" condition without any warranties by SCFD. FRN accepts the Property in its current state and condition without any further work, repairs or treatments. FRN acknowledges and warrants that the property continued use will comply with its designation as a "Public Facility" including its use as a Postal Center approved by the USPS.

Sonoma County Fire District

Per: \_\_\_\_\_

Date: \_\_\_\_\_, 2024

Mark Heine, Fire Chief

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA }  
COUNTY OF \_\_\_\_\_ }

On \_\_\_\_\_ before me,

\_\_\_\_\_ ,

(insert name and title of the officer)

personally appeared Mark Heine on behalf of and with the authority of Sonoma County Fire District, a political subdivision of the State of California, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/their/her authorized capacity(ies), and that by his/her/their signatures(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (seal)

4:58 PM

10/15/24

Accrual Basis

**Sonoma County Fire District**  
**Balance Sheet**  
As of September 30, 2024

	Sep 30, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
103-Summit -SCFD-Ambulance	553,202.73
104-Summit-New Operating	154,795.49
107-Summit- Payroll	132,495.20
109-Summit- ICS	
Apparatus Replacement Fund	400,000.00
Emergency Fund	2,000,000.00
Emergency Medical Services Fund	1,300,000.00
Equipment Replacement Fund	46,000.00
Facilities Capital Improv. Fund	1,539,500.00
109-Summit- ICS - Other	5,204,775.41
<b>Total 109-Summit- ICS</b>	<b>10,490,275.41</b>
111-Summit-Fire Impact Fee	558,753.78
112-Fire Impact Fees @ TOW	1,629,925.75
Retiree Health Benefit Fund	3,860,796.27
<b>Total Checking/Savings</b>	<b>17,380,244.63</b>
<b>Other Current Assets</b>	<b>58,433.46</b>
<b>Total Current Assets</b>	<b>17,438,678.09</b>
<b>Fixed Assets</b>	18,131,768.94
<b>Other Assets</b>	25,232,184.00
<b>TOTAL ASSETS</b>	<b>60,802,631.03</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	43,846,886.03
<b>Equity</b>	16,955,745.00
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>60,802,631.03</b>

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# SCFD Emergency Medical Services Enterprise Fund Balance Sheet

10/15/24

Accrual Basis

As of September 30, 2024

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	<u>Sep 30, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
SCFD-EMS-Enterprise Fund (New)	<u>886,880.67</u>
Total Checking/Savings	<u>886,880.67</u>
Total Current Assets	<u>886,880.67</u>
<b>TOTAL ASSETS</b>	<b><u>886,880.67</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	<u>886,880.67</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>886,880.67</u></b>

## Sonoma County Fire District 2024-2025 FY Budget vs. Actual -SCFD

	Jul - Sep 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>10 - Taxes</b>				
1000 Property Taxes- CY Secured		12,322,006.00	-12,322,006.00	
1001 CY Special Tax		8,686,148.00	-8,686,148.00	
1008 RDA Increment		-976,990.00	976,990.00	
1011 Prop Tax Collection Fee		-125,000.00	125,000.00	
1014 AB 1290 RDA Pass-Through		283,873.00	-283,873.00	
1017- Residual Prop Tax		692,180.00	-692,180.00	
1020 Prop Taxes- CY Supp		203,940.00	-203,940.00	
1040 Prop Taxes- CY Unsecure		371,787.00	-371,787.00	
1061 PY Special Tax		125,000.00	-125,000.00	
<b>Total 10 - Taxes</b>		21,582,944.00	-21,582,944.00	
<b>17- Use of Money/Property</b>				
1700 Interest on Pooled Cash	14,188.56	60,000.00	-45,811.44	23.6%
1800 Rents & Concessions	19,989.81	96,591.00	-76,601.19	20.7%
<b>Total 17- Use of Money/Property</b>	34,178.37	156,591.00	-122,412.63	21.8%
<b>20- Intergovernmental Revenues</b>				
2440 ST HOPTR		28,000.00	-28,000.00	
2495- County Abatement Program	27,225.00	100,000.00	-72,775.00	27.2%
2500 Grant Income	-9,246.37			
2600-County Tax Exchange		5,507,114.00	-5,507,114.00	
2700- Town of Windsor		126,000.00	-126,000.00	
2750 Federal Grant	-410,536.00	787,797.00	-1,198,333.00	-52.1%
2900 Refunds- ST Wages	130,994.31			
2905 Refunds- ST Other	10,431.20			
2906 Refunds- ST Apparatus	78,096.24			
<b>Total 20- Intergovernmental Revenues</b>	-173,035.62	6,548,911.00	-6,721,946.62	-2.6%
<b>30- Charges for Services</b>				
3145 Plans & Specs	32,859.14	276,700.00	-243,840.86	11.9%
3600 Reach Helicopter Program	22,750.00	273,000.00	-250,250.00	8.3%
3670- Ambulance Billings	6,409,676.04	2,013,959.00	4,395,717.04	318.3%
<b>Total 30- Charges for Services</b>	6,465,285.18	2,563,659.00	3,901,626.18	252.2%
<b>40- Miscellaneous Revenue</b>				
4040 Misc. Revenue	10,823.47	81,557.00	-70,733.53	13.3%
4041 Graton Rancheria	262,141.50	1,304,186.00	-1,042,044.50	20.1%
4103 Work Comp Reimbursement	22,899.41	300,000.00	-277,100.59	7.6%
4104 Insurance reimbursement	6,808.36			
<b>Total 40- Miscellaneous Revenue</b>	302,672.74	1,685,743.00	-1,383,070.26	18.0%
<b>Total Income</b>	6,629,100.67	32,537,848.00	-25,908,747.33	20.4%
<b>Expense</b>				
<b>50 Salaries/Employ Benefits</b>				
5906 Volunteer Firefighters	-1,504.07	30,000.00	-31,504.07	-5.0%
5907 Apprentice Firefighters	5,950.00	60,000.00	-54,050.00	9.9%
5910 Perm Position	3,361,794.09	16,084,738.00	-12,722,943.91	20.9%
5912 Overtime	829,522.60	2,738,039.00	-1,908,516.40	30.3%
5913 On-Call Stipends	23,725.00	109,500.00	-85,775.00	21.7%
5923 PERS District Expense	1,033,919.17	2,882,253.00	-1,848,333.83	35.9%
5924 Medi/FICA	90,881.37	347,331.00	-256,449.63	26.2%
5929- Retiree Health Insurance	69,172.42	215,085.00	-145,912.58	32.2%
5930 Health Insurance	722,431.63	2,208,612.00	-1,486,180.37	32.7%
5931 Disability Insurance	9,454.00	38,280.00	-28,826.00	24.7%
5932 Dental Insurance	59,310.08	190,298.00	-130,987.92	31.2%
5933 Life Insurance	4,447.31	8,004.00	-3,556.69	55.6%
5934 Vision Insurance	3,508.80	10,914.00	-7,405.20	32.1%

## Sonoma County Fire District 2024-2025 FY Budget vs. Actual -SCFD

	Jul - Sep 24	Budget	\$ Over Budget	% of Budget
5935 Unemployment Insure	740.31	27,855.00	-27,114.69	2.7%
5940 Worker's Comp Premium	429,271.25	1,723,321.00	-1,294,049.75	24.9%
5969- Deferred Comp	6,700.00	46,200.00	-39,500.00	14.5%
5971- PTO Payout		320,000.00	-320,000.00	
5972 Medical Stipend	6,954.00	27,816.00	-20,862.00	25.0%
<b>Total 50 Salaries/Employ Benefits</b>	<b>6,656,277.96</b>	<b>27,068,246.00</b>	<b>-20,411,968.04</b>	<b>24.6%</b>
<b>60 - Services/Supplies</b>				
6021 Uniform Expense	5,163.86	101,000.00	-95,836.14	5.1%
6022 Safety Clothing	36,567.47	175,000.00	-138,432.53	20.9%
6040 Communications	12,808.10	164,686.00	-151,877.90	7.8%
6060 Food	5,606.35	15,000.00	-9,393.65	37.4%
6084 Janitorial Supplies	6,567.89	25,000.00	-18,432.11	26.3%
6100-Insurance	445,298.61	443,898.00	1,400.61	100.3%
6140 Maintenance Equip. & Appar	70,445.09	335,200.00	-264,754.91	21.0%
6154 Maintenance-Hose Replace	14,396.37	44,300.00	-29,903.63	32.5%
6180 Maintenance Buildings/Imp.	17,037.96	126,415.00	-109,377.04	13.5%
6261 Medical Supplies	35,294.63	188,500.00	-153,205.37	18.7%
6280 Memberships	18,143.38	24,900.00	-6,756.62	72.9%
6300 Prevention Materials	3,807.24	54,754.00	-50,946.76	7.0%
6400 Office Expense	1,945.37	15,000.00	-13,054.63	13.0%
6410 Postage	128.62	6,500.00	-6,371.38	2.0%
6457 Computer Charges	117,326.41	333,470.00	-216,143.59	35.2%
6461 Employee Wellness Programs	1,143.98	141,325.00	-140,181.02	0.8%
6462- Furniture	305.89	20,000.00	-19,694.11	1.5%
6463 Resource Materials	18,113.75	51,500.00	-33,386.25	35.2%
6500 Professional Services	41,429.20	239,664.00	-198,234.80	17.3%
6501 Abatement Contractors	10,657.50	61,000.00	-50,342.50	17.5%
6526 Dispatch Services		226,923.00	-226,923.00	
6587 LAFCO charges	41,466.00	41,466.00		100.0%
6610 Legal Services	60,105.33	175,000.00	-114,894.67	34.3%
6630 Audit/Accounting Services		25,000.00	-25,000.00	
6633 Payroll Expense	4,874.85	24,000.00	-19,125.15	20.3%
6634 Bank Service Charges	2,875.00	3,000.00	-125.00	95.8%
6666- Ambulance Charges	10,172.25	107,500.00	-97,327.75	9.5%
6667-Ambulance Transport Cost	63,033.24	405,000.00	-341,966.76	15.6%
6800 Public/Legal Services	398.00	2,500.00	-2,102.00	15.9%
6820 Rent/Leases Equipment	14,736.36	58,213.00	-43,476.64	25.3%
6880 Small Tools/Instruments	5,572.96	64,800.00	-59,227.04	8.6%
6881 Safety Equipment	2,878.52	89,807.00	-86,928.48	3.2%
7000-Grant Expenses		54,728.00	-54,728.00	
7120 Training-in-Service	13,092.44	266,900.00	-253,807.56	4.9%
7150- Employee Recognition	2,097.70	5,000.00	-2,902.30	42.0%
7201 Gas/Oil	50,486.22	210,000.00	-159,513.78	24.0%
7250 Reimbursable Expense-ST	976.28			
7300 Travel/Transportation	15,669.71	25,000.00	-9,330.29	62.7%
7320 Utilities	64,718.48	329,000.00	-264,281.52	19.7%
<b>Total 60 - Services/Supplies</b>	<b>1,215,341.01</b>	<b>4,680,949.00</b>	<b>-3,465,607.99</b>	<b>26.0%</b>
<b>75 - Long Term Debt</b>				
7910 LT Debt Principal	240,334.99	911,109.00	-670,774.01	26.4%
7930 Interest on LT Debt	18,367.19	619,312.00	-600,944.81	3.0%
<b>Total 75 - Long Term Debt</b>	<b>258,702.18</b>	<b>1,530,421.00</b>	<b>-1,271,718.82</b>	<b>16.9%</b>
<b>85 - Capital Expenditures</b>				
8510 Buildings/Equipment	97,852.08	470,000.00	-372,147.92	20.8%



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10/15/24

Accrual Basis

### Sonoma County Fire District 2024-2025 FY Budget vs. Actual -SCFD

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	<u>Jul - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
8560 Equipment	69,662.89	2,647,951.00	-2,578,288.11	2.6%
8570 CERBT Contributions		100,000.00	-100,000.00	
<b>Total 85 - Capital Expenditures</b>	<u>167,514.97</u>	<u>3,217,951.00</u>	<u>-3,050,436.03</u>	<u>5.2%</u>
<b>Total Expense</b>	<u>8,297,836.12</u>	<u>36,497,567.00</u>	<u>-28,199,730.88</u>	<u>22.7%</u>
<b>Net Ordinary Income</b>	<u>-1,668,735.45</u>	<u>-3,959,719.00</u>	<u>2,290,983.55</u>	<u>42.1%</u>
<b>Net Income</b>	<u><u>-1,668,735.45</u></u>	<u><u>-3,959,719.00</u></u>	<u><u>2,290,983.55</u></u>	<u><u>42.1%</u></u>

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10/15/24

Accrual Basis

**SCFD Emergency Medical Services Enterprise Fund  
Budget vs. Actual  
July 2023 through September 2024**

	Jul '23 - Sep 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
3670 - Ambulance Billings				
3670 A- Ambulance Collections	11,536,722.97	46,622,000.00	-35,085,277.03	24.7%
<b>Total 3670 - Ambulance Billings</b>	<b>11,536,722.97</b>	<b>46,622,000.00</b>	<b>-35,085,277.03</b>	<b>24.7%</b>
3671 - Charges for Svcs (Other)				
3671 A- Ambulance Standby	119,401.95	690,000.00	-570,598.05	17.3%
3671 B- ALS/BLS Agreements	177,419.33	250,000.00	-72,580.67	71.0%
<b>Total 3671 - Charges for Svcs (Other)</b>	<b>296,821.28</b>	<b>940,000.00</b>	<b>-643,178.72</b>	<b>31.6%</b>
4040- Misc Reimbursements				
4040 A- Misc Reimbursements	6,000.00			
<b>Total 4040- Misc Reimbursements</b>	<b>6,000.00</b>			
Transfer In - From SCFD Amb	5,700,000.00			
<b>Total Income</b>	<b>17,539,544.25</b>	<b>47,562,000.00</b>	<b>-30,022,455.75</b>	<b>36.9%</b>
<b>Expense</b>				
6100- Insurance				
6100 A- Insurance Premiums	63,666.70	52,000.00	11,666.70	122.4%
<b>Total 6100- Insurance</b>	<b>63,666.70</b>	<b>52,000.00</b>	<b>11,666.70</b>	<b>122.4%</b>
6261-Medical Supplies				
6261 A-Public AED Devices	0.00	12,000.00	-12,000.00	0.0%
6261 S-Public CPR Mannequin	0.00	3,000.00	-3,000.00	0.0%
<b>Total 6261-Medical Supplies</b>	<b>0.00</b>	<b>15,000.00</b>	<b>-15,000.00</b>	<b>0.0%</b>
6457 -Computer/Software Charges				
6457 C- Software and Hardware	144,675.00	289,200.00	-144,525.00	50.0%
<b>Total 6457 -Computer/Software Charges</b>	<b>144,675.00</b>	<b>289,200.00</b>	<b>-144,525.00</b>	<b>50.0%</b>
6500- Professional/Special Serv				
6500 I- Medical Director	56,829.88	43,100.00	13,729.88	131.9%
6500 O- Contract for Ambulances	12,953,392.77	35,280,000.00	-22,326,607.23	36.7%
6500 U- EMS Fee Study	0.00	12,500.00	-12,500.00	0.0%
6500 R- Prof. Services Other	2,750.00			
6500 X-Scholarship	0.00	40,000.00	-40,000.00	0.0%
6500 Y-Community Outreach	0.00	75,000.00	-75,000.00	0.0%
<b>Total 6500- Professional/Special Serv</b>	<b>13,012,972.65</b>	<b>35,450,600.00</b>	<b>-22,437,627.35</b>	<b>36.7%</b>
6526- Dispatch				
6526 A- Redcom Dispatch Costs	710,177.00	2,479,000.00	-1,768,823.00	28.6%
<b>Total 6526- Dispatch</b>	<b>710,177.00</b>	<b>2,479,000.00</b>	<b>-1,768,823.00</b>	<b>28.6%</b>
6573- Program Admin. Reimb.				
6573 A- Reimb. to SCFD General	287,618.81	900,000.00	-612,381.19	32.0%
<b>Total 6573- Program Admin. Reimb.</b>	<b>287,618.81</b>	<b>900,000.00</b>	<b>-612,381.19</b>	<b>32.0%</b>
6610- Legal Services				
6610 A- Legal for EMS Program	425,336.94	400,000.00	25,336.94	106.3%
<b>Total 6610- Legal Services</b>	<b>425,336.94</b>	<b>400,000.00</b>	<b>25,336.94</b>	<b>106.3%</b>
6630- Audit/Accounting Services				
6630 A- Auditor/Accounting Exp.	0.00	50,000.00	-50,000.00	0.0%
<b>Total 6630- Audit/Accounting Services</b>	<b>0.00</b>	<b>50,000.00</b>	<b>-50,000.00</b>	<b>0.0%</b>
6666- Ambulance Charges				
6666 A- Wittman Billing Expense	375,008.08	1,510,875.00	-1,135,866.92	24.8%
6666 B-Resolve	0.00	11,000.00	-11,000.00	0.0%
6666 C-Collection Agency	0.00	5,000.00	-5,000.00	0.0%
<b>Total 6666- Ambulance Charges</b>	<b>375,008.08</b>	<b>1,526,875.00</b>	<b>-1,151,866.92</b>	<b>24.6%</b>
7006- EMS Agency Expenses				
7006 A- Sonoma Co EMS Agcy Fees	570,808.40	1,176,400.00	-605,591.60	48.5%
<b>Total 7006- EMS Agency Expenses</b>	<b>570,808.40</b>	<b>1,176,400.00</b>	<b>-605,591.60</b>	<b>48.5%</b>
7007- FRALS Expenses				
7007 A- FRALS Agreement Expense	1,062,500.00	2,250,000.00	-1,187,500.00	47.2%
7007 B-FRBLs Agreement Expense	0.00	375,000.00	-375,000.00	0.0%
<b>Total 7007- FRALS Expenses</b>	<b>1,062,500.00</b>	<b>2,625,000.00</b>	<b>-1,562,500.00</b>	<b>40.5%</b>
7120-Training				
7120 W-Training	0.00	2,100.00	-2,100.00	0.0%
<b>Total 7120-Training</b>	<b>0.00</b>	<b>2,100.00</b>	<b>-2,100.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>16,652,763.58</b>	<b>44,966,175.00</b>	<b>-28,313,411.42</b>	<b>37.0%</b>
<b>Net Income</b>	<b>886,780.67</b>	<b>2,595,825.00</b>	<b>-1,709,044.33</b>	<b>34.2%</b>

September 20, 2024

Sonoma County Fire District  
ATTN: Board of Directors  
8200 Old Redwood Hwy.  
Windsor, CA 95492

Dear Sirs:

I recently heard that Chief Heine will be retiring, and he recommended Ron Busch to fill that position. As a resident of the Sonoma County Fire District community, I have concerns. I highly urge you to consider Ron's professional and personal history, as well as gather input from frontline staff, administrative staff, other fire departments, and community members. Gathering a variety of perspectives can provide valuable insights and help ensure the right choice is made for the department and community.

I propose that you consider opening the recruitment to find a better candidate to lead the department and the community.

I appreciate your time and consideration with this sensitive subject.

From a very concerned resident,

Mary G.  
Windsor, CA

SAN FRANCISCO CA 940

21 SEP 2024 PM 3 L



Sonoma County Fire District  
ATTN: Board of Directors  
8200 Old Redwood Hwy.  
Windsor, CA 95492