

## TWAIN HARTE COMMUNITY SERVICES DISTRICT Fire Committee Meeting

**Chair:** *Charlotte Bohlman*

**Co-Chair:** *Gary Sipperley*

**VIDEO TELECONFERENCE**  
**November 3, 2021 9:30 a.m.**

### **IMPORTANT NOTICE:**

To help slow the spread of COVID-19, the District's board room is closed to the public and this meeting will be held remotely by teleconference using Zoom:

- Videoconference Link: <https://us02web.zoom.us/j/84468590005>
- Meeting ID: 844 6859 0005
- Telephone: (669) 900-6833

**ANYONE CAN PARTICIPATE IN THIS MEETING:** see details at the end of this agenda.

### **AGENDA**

1. **Operations report.**
2. **Update on Emergency Alert Notification Siren Project.**
3. **Review and discuss a Memorandum of Understanding with Tuolumne County for participation in the Regional Collision Response and Extrication Improvement Program Grant.**
4. **Discuss potential application for a grant and loan to replace the District's primary Type 1 Engine.**
5. **Discuss Fire Division staffing and potential application for a Staffing for Adequate Fire and Emergency Response (SAFER) Grant.**
6. **Discuss Fire Division participation in the Twain Harte Christmas Parade.**
7. **Adjourn.**

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### **HOW TO OBSERVE THIS MEETING:**

The public can observe and participate in a meeting as follows:

- **Computer:** Join the videoconference by clicking the videoconference link located at the top of this agenda or on our website. You may be prompted to enter your name and email. Your email will remain private and you may enter "anonymous" for your name.

- **Smart Phone/Tablet:** Join the videoconference by clicking the videoconference link located at the top of this agenda OR log in through the Zoom mobile app and enter the Meeting ID# and Password found at the top of this agenda. You may be prompted to enter your name and email. Your email will remain private and you may enter “anonymous” for your name.
- **Telephone:** Listen to the meeting by calling Zoom at (4669) 900-6833. Enter the Meeting ID# listed at the top of this agenda, followed by the pound (#) key.

\* NOTE: your personal video will be disabled and your microphone will be automatically muted.

FOR MORE DETAILED INSTRUCTIONS, CLICK [HERE](#)

### HOW TO SUBMIT PUBLIC COMMENTS:

The public will have an opportunity to comment before and after the meeting as follows:

- **Before the Meeting:** If you cannot attend the meeting, you may:
  - Email comments to [ksilva@twainhartecsd.com](mailto:ksilva@twainhartecsd.com), write “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments.
  - Mail comments to THCS Board Secretary: P.O. Box 649, Twain Harte, CA 95383
- **During the Meeting:** The public will have opportunity to provide comment before and after the meeting as follows:
  - Computer/Tablet/Smartphone: Click the “Raise Hand” icon and the host will unmute your audio when it is time to receive public comment. If you would rather make a comment in writing, you may click on the “Q&A” icon and type your comment. You may need to tap your screen or click on “View Participants” to make icons visible.



- Telephone: The host will provide a time during each public comment period where telephone participants will be unmuted and enabled to share comments.

\* NOTE: If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself. If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period. Persons speaking during the Public Comment will be limited to five minutes, or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. Except as otherwise provided by law, no action or discussion shall be taken/conducted on any item not appearing on the agenda. Public comments must be addressed to the board as a whole through the President. Comments to individuals or staff are not permitted.

### ACCESSIBILITY:

Board meetings are accessible to people with disabilities. In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (209) 586-3172.

### WRITTEN MEETING MATERIALS:

If written materials relating to items on this Agenda are distributed to Board members prior to the meeting, such materials will be made available for public inspection on the District's website:  
[www.twainhartecsd.com](http://www.twainhartecsd.com)



# Operations Report Fire Division

October 2021



# Staffing

**Full Time Captains-2**

**Relief Captains-6**

**Seasonal Engineers-3**

**Intern Firefighters-2**

**Intern Operators-1**

**Relief Firefighters-2**





# HAPPY HALLOWEEN!



# FLEET/FACILITIES

During the 90-day Biennial Inspection of Terminals (BIT) process Captain Slater identified that the rear brakes were damaged.



# October Incident Calls for service-34 Public Contacts-14



E-721 & WT-721 responded to assist TH water/sewer washdown after a water line break on Tiffinnie drive.



E-721 and C-720 responded to a vehicle fire in the district



E-721 and C-720 responded to a structure fire in the Tuolumne City area





# October Training Hours- 213



THFD and TH CERT staff hosted the Columbia College Fire Control 3-B class



Chief Gamez and Director deGroot attended the Mountain Counties Water Resource Association seminar in Loomis.



C-shift completed their monthly playbook drill on first-in engine company assignments.



# Tuolumne County Fire Chiefs Report

County Chiefs are in talks regarding  
improving services in Tuolumne  
County.



**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE COUNTY OF TUOLUMNE  
AND  
TWIN HARTE COMMUNITY SERVICES DISTRICT  
FOR  
OFFICE OF TRAFFIC SAFETY GRANT**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is made and entered into this 19 day of Oct, 2021, by and between the County of Tuolumne, (“County”), and the Twain Harte Community Services District, (“Agency”).

**WITNESSETH:**

WHEREAS, the County of Tuolumne has been selected to receive an award under Regional Collision Response and Extrication Improvement Program Grant administered by the California Office of Traffic Safety ; and

WHEREAS, the Tuolumne County Fire Department has been designated as the Administrating Agency for the purpose of this grant; and

WHEREAS, this Grant, No.EM22012, provides for an award in the amount of \$136,000 for the purchase of vehicle extrication equipment for participating Agencies; and

WHEREAS, the Twain Harte Community Services District will receive one combi-tool extrication tool set valued at \$15,867.53, consisting of:

- 1 – PCT50 COMBI-TOOL
- 2 – PBPA287 BATTERY
- 1 – PBCH2 BATTERY CHARGER 120VAC

NOW, THEREFORE, in consideration of their mutual covenants and conditions, the parties hereto agree as follows

**1. PURPOSE**

The purpose of this MOU is to transfer the extrication equipment received from the California Office of Traffic Safety Grant, from the Administrating Agency (County Fire) to the other agencies that participated in this grant.

**2. TERM**

This MOU shall become effective as of the date first written above and continue until revised or revoked by the signatory parties.

### **3. COUNTY'S RESPONSIBILITIES**

1. Prepare and submit invoice claims (due January 30, April 30, July 30, and October 30)
2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)
  - Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
  - Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
  - Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
  - Collect, analyze and report statistical data relating to the grant goals and objectives.

### **4. AGENCY'S RESPONSIBILITIES**

- Provide the following information for the Quarterly Performance Report:
  - a. Provide a brief list of activity conducted, media events, challenges or special accomplishments.
  - b. Provide the type of training and number of Firefighters trained in the use of the grant funded tools.
  - c. Provide details on traffic safety presentations that were conducted. (2 required)
  - d. Display OTS funded equipment during public safety fairs, community festivals, department events and provide details. (3 required)
  - e. Provide detailed information in the event the grant funded equipment is used to save a life.
- Provide the required information for the Quarterly Performance Report by the following dates:  
January 15, 2022, April 15, 2022, July 15, 2022, October 15, 2022
- Annual maintenance of equipment.
- Annual reporting of fair market value of equipment.
- Report any damage, loss or theft of grant funded equipment.

### **5. TERMINATION**

This MOU may be terminated by either party upon the giving of thirty (30) days' advance written notice of an intention to terminate.

### **6. NON-ASSIGNMENT**

Neither party shall assign, transfer or sub-contract this MOU nor their rights or duties under this MOU without the prior written consent of the other party.

### **7. RECORDS**



All Parties subject to this MOU shall maintain a record of services provided in sufficient detail to permit an evaluation of the MOU. All such records shall be made available during normal business hours to authorized representatives of County, Agency, State, and Federal governments during the term of this MOU and during the period of record retention for the purpose of program review and/or fiscal audit.

## **8. COMPLIANCE WITH LAWS/POLICIES**

The parties shall comply with all applicable rules and regulations set forth by the Office of Traffic Safety and any subsequent reporting requirements as directed by the State.

## **9. CONFIDENTIALITY**

The parties shall act in strict conformance with all applicable Federal, State of California and/or local laws and regulations relating to confidentiality, including but not limited to, California Civil Code section 56 et seq., Welfare and Institutions Code sections 5328, 10850 and 14100.2, Health and Safety sections 11977 and 11812, 22 California Code of Regulations section 51009, and 42 Code of Federal Regulations sections 2.1 et seq. The parties shall ensure that no list of persons receiving services under this MOU is published, disclosed, or used for any other purpose except for the direct administration of the program or other uses authorized by law that are not in conflict with requirements for confidentiality.

## **10. NON-DISCRIMINATION**

During the performance of this MOU, the parties shall not unlawfully discriminate against any employee or applicant for employment, or recipient of services, because of race, religion, color, national origin, ancestry, physical disability, medical condition, marital status, age or gender, pursuant to all applicable State and Federal statutes and regulations.

## **11. RELATIONSHIP OF PARTIES**

It is understood that this is a Memorandum of Understanding by and between two (2) separate public agencies and is not intended to and shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture or association.

## **12. NO THIRD-PARTY BENEFICIARIES**

The County and Agency agree it is their specific intent that no other person or entity shall be a party to or a third-party beneficiary of this MOU or any attachment or addenda to this MOU.

## **13. INDEMNIFICATION**

Each party hereto agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents, or employees to the full extent required by law.

#### **14. NOTICE**

Any and all notices, reports or other communications to be given to County or Agency shall be given to the persons representing the respective parties at the following addresses:

**AGENCY:**

Twain Harte CSD  
PO Box 649  
Twain Harte, CA 95383  
Phone: (209) 586-4800

**COUNTY:**

Tuolumne County Fire Department  
County of Tuolumne  
2 South Green Street  
Sonora, CA 95370  
Phone: (209) 533-5100  
Fax: (209) 533-5503

#### **15. PUBLIC RECORDS ACT**

Agency is aware that this MOU and any documents provided to the County may be subject to the California Public Records Act and may be disclosed to members of the public upon request. It is the responsibility of the Agency to clearly identify information in those documents that it considers to be confidential under the California Public Records Act. To the extent that the County agrees with that designation, such information will be held in confidence whenever possible. All other information will be considered public.

#### **16. ENTIRE AGREEMENT AND MODIFICATION**

This MOU contains the entire agreement of the parties relating to the subject matter of this MOU and supersedes all prior agreements and representations with respect to the subject matter hereof. This MOU may only be modified by a written amendment hereto, executed by both parties. If there are exhibits attached hereto, and a conflict exists between the terms of this MOU and any exhibit, the terms of this MOU shall control.

#### **17. ENFORCEABILITY AND SEVERABILITY**

The invalidity or enforceability of any term or provisions of this MOU shall not, unless otherwise specified, affect the validity or enforceability of any other term or provision, which shall remain in full force and effect.

#### **18. DISPUTES**

The parties agree to use good faith efforts to resolve any disputes prior to bringing any action to enforce the terms of this MOU.

Should it become necessary for a party to this MOU to enforce any of the provisions hereof, the prevailing party in any claim or action shall be entitled to reimbursement for all expenses so incurred, including reasonable attorney's fees.

It is agreed by the parties hereto that unless otherwise expressly waived by them, any action brought to enforce any of the provisions hereof or for declaratory relief hereunder shall be

filed and remain in a court of competent jurisdiction in the County of Tuolumne, State of California.

**19. CAPTIONS**

The captions of this MOU are for convenience in reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this MOU.

**20. COUNTERPARTS**

This MOU may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

**21. OTHER DOCUMENTS**

The parties agree that they shall cooperate in good faith to accomplish the object of this MOU and, to that end, agree to execute and deliver such other and further instruments and documents as may be necessary and convenient to the fulfillment of these purposes.


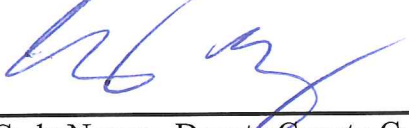
**22. CONTROLLING LAW**

The validity, interpretation and performance of this MOU shall be controlled by and construed under the laws of the State of California.

**23. AUTHORITY**

Each party and each party's signatory warrant and represent that each has full authority and capacity to enter into this MOU in accordance with all requirements of law. The parties also warrant that any signed amendment or modification to the MOU shall comply with all requirements of law, including capacity and authority to amend or modify the MOU.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding on the day and year first herein above written.

<b>COUNTY:</b>  Tracie Riggs, County Administrative Officer <i>ERIC ERHARDT ASST.</i>	<b>AGENCY:</b>  Tom Trott, General Manager Twain Harte Community Services District
<b>APPROVED AS TO LEGAL FORM:</b>  Cody Nesper, Deputy County Counsel	





# Community Facilities Direct Loan & Grant

## What does this program do?

**This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial, or business undertakings.**

## Who may apply for this program?

### Eligible borrowers include:

- **Public bodies**
- **Community-based nonprofit corporations**
- **Federally recognized Tribes**

### What is an eligible area?

Rural areas including cities, villages, townships, and towns including Federally recognized Tribal lands with no more than 20,000 residents according to the latest [U.S. Census Data](#) are eligible for this program.

### How may funds be used?

Funds can be used to purchase, construct, and/or improve essential community facilities, to purchase equipment, and to pay related project expenses.

Examples of essential community facilities include:

- Healthcare facilities such as hospitals, medical clinics, dental clinics, nursing homes, or assisted living facilities
- Public facilities such as town halls, courthouses, airport hangars, or street improvements
- Community support services such as child care centers, community centers, fairgrounds, or transitional housing
- Public safety services such as fire departments, police stations, prisons, police vehicles, fire trucks, public works vehicles, or equipment
- Educational services such as museums, libraries, or private schools
- Utility services such as telemedicine or distance learning equipment

- Local food systems such as community gardens, food pantries, community kitchens, food banks, food hubs, or greenhouses

For a complete list see Code of Federal Regulations 7 CFR, Part 1942.17(d) for loans; [7 CFR, Part 3570.62](#) for grants.

### What kinds of funding are available?

- Low interest direct loans
- Grants
- A combination of the two above, as well as our [loan guarantee program](#). These may be combined with commercial financing to finance one project if all eligibility and feasibility requirements are met.

### What are the funding priorities?

- Priority point system based on population, median household income
- Small communities with a population of 5,500 or less
  - Low-income communities having a median household income below 80% of the state nonmetropolitan median household income.

## What are the terms?

Funding is provided through a competitive process.

### Direct Loan:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicants authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, contact us for details and current rates.
- Once the loan is approved, the interest rate is fixed for the entire term of the loan, and is determined by the median household income of the service area.
- There are no pre-payment penalties.
- Contact us for details and current interest rates applicable for your project.

### Grant Approval:

Grant funds must be available. Applicant must be eligible for grant assistance, which is provided on a graduated scale with smaller communities with the lowest median household income being eligible for projects with a higher proportion of grant funds. Grant assistance is limited to the following percentages of eligible project costs:

Maximum of 75 percent when the proposed project is:

- Located in a rural community having a population of 5,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 60 percent of the State nonmetropolitan median household income.

Maximum of 55 percent when the proposed project is:

- Located in a rural community having a population of 12,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 70 percent of the State nonmetropolitan median household income.

Maximum of 35 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 80 percent of the State nonmetropolitan median household income.

Maximum of 15 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 90 percent of the State nonmetropolitan median household income. The proposed project must meet both percentage criteria. Grants are further limited.

## Are there additional requirements?

- Applicants must have legal authority to borrow money, obtain security, repay loans, construct, operate, and maintain the proposed facilities
- Applicants must be unable to finance the project from their own resources and/or through commercial credit at reasonable rates and terms
- Facilities must serve rural area where they are/will be located
- Project must demonstrate substantial community support
- Environmental review must be completed/acceptable

## How do we get started?

Contact your [local RD office](#) to discuss your specific project. Applications are accepted year round.

## Who can answer questions?

Contact your [local RD office](#).

## What governs this program?

- Direct Loan: 7 CFR Part 1942, Subpart A
- Grant: 7 CFR Part 3570, Subpart A

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**NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled “What Governs This Program?” You may also contact your local office for assistance. You will find additional forms, resources, and program information at [rd.usda.gov](http://rd.usda.gov). USDA is an equal opportunity provider, employer, and lender.**

**USDA ENGINE GRANT/LOAN**

<b>New Type 1 Engine</b>	<b>\$</b>	<b>750,000</b>
USDA Grant	\$	225,000
USDA Loan Amount	\$	125,000
District Reserves Payment	\$	400,000

Annual Loan Payment	\$	9,653
15 Years @ 2%		

**5-YEAR CAPITAL OUTLAY PLAN**

**Fire Fund - FY 21/22**

	Previously Expended	Projected FY 20-21	Requested FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Out Years 6 to 10	Total
CERT FF Rehab Vehicle	\$ 16,602	\$ 1,040							\$ 17,642
Fire Apparatus Equipment Building	\$ 10,000	\$ 89,279							\$ 99,279
GM Vehicle Replace (Admin Split)		\$ 6,189							\$ 6,189
Replace Fire Station Generator		\$ 17,996							\$ 17,996
Training Parking Lot <sup>4,7</sup>	\$ 12,887	\$ -	\$ 275,000						\$ 287,887
Vantage Pointe Equipment Structure <sup>5</sup>		\$ -	\$ 10,000						\$ 10,000
SCBA Bottle/Harness Replacement <sup>6</sup>		\$ -	\$ 150,000						\$ 150,000
Fuel/SCBA Fill Station Generator <sup>7</sup>		\$ 2,000	\$ 14,000						\$ 16,000
Back Wall Excavation & Sealing			\$ 35,000						\$ 35,000
C720A Chief Coverage Vehicle			\$ 8,500						\$ 8,500
New Station Roof				\$ 30,000					\$ 30,000
Burn Prop Expansion				\$ 50,000					\$ 50,000
Reserve Engine Replacement					\$ 100,000				\$ 100,000
Vehicle/Equipment Replacement								\$ 853,300	\$ 853,300
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 39,489</b>	<b>\$ 116,504</b>	<b>\$ 492,500</b>	<b>\$ 80,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 853,300</b>	<b>\$ 1,681,793</b>

**NOTES:**

- 1 Vehicle/Equipment replacement items match the THCSO Vehicle/Equipment Replacement Plan.
- 2 An inflation factor of 3% per year has been applied to future capital costs.
- 3 Project completed or anticipated to be completed in previous fiscal year.
- 4 Entire project was budgeted in previous fiscal year. New budget requests represent anticipated unspent funds and will be adjusted to reflect actuals at mid-year
- 5 Fire fund portion of shared \$60,000 project
- 6 This project may be covered by grant funding.
- 7 This project is fully grant funded



Twain Harte Community Services District  
**FIRE PROJECTIONS**  
**CONTINUE SEASONAL ENGINEERS / NO USDA ENGINE GRANT**

	19/20	20/21	21/22	22/23	23/24	24/25	25/26
	Actuals	Budget	Projections	Projections	Projections	Projections	Projections
<b>Revenue</b>							
Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees	-	-	-	-	-	-	-
Taxes & Assessments	1,146,619	1,135,367	1,190,422	1,214,230	1,238,515	1,263,285	1,288,551
Grants & Donations	47,127	34,545	251,900	-	-	-	-
Other Operating Revenue	130,963	104,374	35,600	8,400	8,400	8,400	8,400
<b>Total Program Revenue</b>	<b>\$ 1,324,709</b>	<b>\$ 1,274,286</b>	<b>\$ 1,477,922</b>	<b>\$ 1,222,630</b>	<b>\$ 1,246,915</b>	<b>\$ 1,271,685</b>	<b>\$ 1,296,951</b>
Administrative Cost Allocation	147	180	180	185	191	197	203
<b>GRAND TOTAL REVENUE</b>	<b>\$ 1,324,856</b>	<b>\$ 1,274,466</b>	<b>\$ 1,478,102</b>	<b>\$ 1,222,815</b>	<b>\$ 1,247,106</b>	<b>\$ 1,271,882</b>	<b>\$ 1,297,154</b>
<b>Expenses</b>							
Salaries	\$ 531,787	\$ 529,464	\$ 522,013	\$ 543,860	\$ 565,046	\$ 575,285	\$ 581,164
Benefits	232,341	229,305	248,349	251,110	261,428	268,186	274,004
Equip, Auto, Maint, & Repairs	148,415	108,550	107,700	110,931	114,259	117,687	121,217
Materials & Supplies	10,171	12,100	12,350	12,721	13,103	13,496	13,901
Outside Services	13,798	27,400	45,300	26,059	26,841	27,646	28,475
Other	68,054	83,500	92,650	95,430	98,293	101,242	104,279
Debt Service	42,365	42,365	84,586	-	-	-	-
<b>Total Program Expenses</b>	<b>\$ 1,046,931</b>	<b>\$ 1,032,684</b>	<b>\$ 1,112,948</b>	<b>\$ 1,040,111</b>	<b>\$ 1,078,970</b>	<b>\$ 1,103,542</b>	<b>\$ 1,123,041</b>
Administrative Cost Allocation	91,016	107,705	116,553	120,688	121,043	125,603	130,225
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,137,948</b>	<b>\$ 1,140,389</b>	<b>\$ 1,229,501</b>	<b>\$ 1,160,799</b>	<b>\$ 1,200,013</b>	<b>\$ 1,229,145</b>	<b>\$ 1,253,266</b>
<b>Total Operating Balance</b>	<b>\$ 186,908</b>	<b>\$ 134,077</b>	<b>\$ 248,601</b>	<b>\$ 62,016</b>	<b>\$ 47,093</b>	<b>\$ 42,738</b>	<b>\$ 43,888</b>
<b>Capital Expenses</b>							
Capital Outlay	129,832	116,504	469,500	80,000	100,000	-	-
Admin Capital Transfer	-	-	-	-	-	-	-
<b>Total Capital Expenses</b>	<b>129,832</b>	<b>116,504</b>	<b>469,500</b>	<b>80,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,267,780</b>	<b>\$ 1,256,893</b>	<b>\$ 1,699,001</b>	<b>\$ 1,240,799</b>	<b>\$ 1,300,013</b>	<b>\$ 1,229,145</b>	<b>\$ 1,253,266</b>
<b>TRANSFER TO/(FROM) RESERVE</b>	<b>\$ 57,076</b>	<b>\$ 17,573</b>	<b>\$ (220,899)</b>	<b>\$ (17,984)</b>	<b>\$ (52,907)</b>	<b>\$ 42,738</b>	<b>\$ 43,888</b>
<b>Capital Reserve Balance</b>	<b>\$ 577,689</b>	<b>\$ 665,780</b>	<b>\$ 444,881</b>	<b>\$ 426,897</b>	<b>\$ 373,989</b>	<b>\$ 416,727</b>	<b>\$ 460,615</b>

Twain Harte Community Services District  
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**CONTINUE SEASONAL ENGINEERS / USDA ENGINE GRANT**

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Salaries	\$ 531,787	\$ 529,464	\$ 522,013	\$ 543,860	\$ 565,046	\$ 575,285	\$ 581,164
Benefits	232,341	229,305	248,349	251,110	261,428	268,186	274,004
Equip, Auto, Maint, & Repairs	148,415	108,550	107,700	110,931	114,259	117,687	121,217
Materials & Supplies	10,171	12,100	12,350	12,721	13,103	13,496	13,901
Outside Services	13,798	27,400	45,300	26,059	26,841	27,646	28,475
Other	68,054	83,500	92,650	95,430	98,293	101,242	104,279
Debt Service	42,365	42,365	84,586	9,653	9,653	9,653	9,653
<b>Total Program Expenses</b>	<b>\$ 1,046,931</b>	<b>\$ 1,032,684</b>	<b>\$ 1,112,948</b>	<b>\$ 1,049,764</b>	<b>\$ 1,088,623</b>	<b>\$ 1,113,195</b>	<b>\$ 1,132,694</b>
Administrative Cost Allocation	91,016	107,705	116,553	120,688	121,043	125,603	130,225
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,137,948</b>	<b>\$ 1,140,389</b>	<b>\$ 1,229,501</b>	<b>\$ 1,170,452</b>	<b>\$ 1,209,666</b>	<b>\$ 1,238,798</b>	<b>\$ 1,262,919</b>
<b>Total Operating Balance</b>	<b>\$ 186,908</b>	<b>\$ 134,077</b>	<b>\$ 248,601</b>	<b>\$ 52,363</b>	<b>\$ 37,440</b>	<b>\$ 33,085</b>	<b>\$ 34,235</b>
<b>Capital Expenses</b>							
Capital Outlay	129,832	116,504	869,500	30,000	50,000	-	-
Admin Capital Transfer	-	-	-	-	-	-	-
<b>Total Capital Expenses</b>	<b>129,832</b>	<b>116,504</b>	<b>869,500</b>	<b>30,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 1,267,780</b>	<b>\$ 1,256,893</b>	<b>\$ 2,099,001</b>	<b>\$ 1,200,452</b>	<b>\$ 1,259,666</b>	<b>\$ 1,238,798</b>	<b>\$ 1,262,919</b>
<b>TRANSFER TO/(FROM) RESERVE</b>	<b>\$ 57,076</b>	<b>\$ 17,573</b>	<b>\$ (620,899)</b>	<b>\$ 22,363</b>	<b>\$ (12,560)</b>	<b>\$ 33,085</b>	<b>\$ 34,235</b>
<b>Capital Reserve Balance</b>	<b>\$ 577,689</b>	<b>\$ 665,780</b>	<b>\$ 44,881</b>	<b>\$ 67,244</b>	<b>\$ 54,683</b>	<b>\$ 87,768</b>	<b>\$ 122,003</b>

# Fiscal Year (FY) 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Program Application Webinar

Hiring of Firefighters Activity | February 2021



# FEMA

# SAFER Program Objectives

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- The objective of the SAFER Program is to assist local fire departments with staffing and deployment capabilities in order to respond to emergencies and assure that communities have adequate protection from fire and fire-related hazards.
- Local fire departments accomplish this by improving staffing and deployment capabilities, so they may more effectively and safely respond to emergencies.
- With enhanced staffing levels, recipients should experience a reduction in response times and an increase in the number of trained personnel assembled at the incident scene.



**FEMA**

# SAFER Program Priorities

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- FEMA prioritizes using grant funds to bring fire departments into compliance with National Fire Protection Association (NFPA) 1710 standards or 1720 standards in the most cost-effective manner.
- Applications resulting in the largest percentage increases in compliance with NFPA 1710 standards or 1720 standards receive higher consideration.
  - NFPA 1710 Assembly Requirements (Section 5.2.4.1 – Single-Family Dwelling Initial Full Alarm Assignment Capability).
  - NFPA 1720 Assembly Requirements (Section 4.3 – Staffing and Deployment).
- See pages 48 – 49 of the FY 2020 SAFER Program NOFO for more information.





# SAFER Program Activities

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The SAFER Program is composed of two activities:

- **Hiring of Firefighters Activity (Hiring Activity)**  
Career, combination, and volunteer fire departments are eligible to apply (interest organizations are not eligible to apply).
  - Note that this presentation will **only** cover the Hiring Activity.
- **Recruitment and Retention (R&R) of Volunteer Firefighters Activity**  
Combination fire departments; volunteer fire departments; and national, state, local, or federally recognized tribal organizations that represent the interests of volunteer firefighters are eligible to apply (career fire departments are not eligible to apply).
- Applicants who wish to apply for both activities must submit two separate applications.



# Hiring Activity Period of Performance (POP)

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- The POP is 36 months for all grants awarded under the Hiring Activity.
- A 180-day recruitment period begins when FEMA makes the award.
- **The POP automatically starts after the 180-day recruitment period ends regardless of whether the SAFER Program-funded firefighters have been hired.**
- The POP **cannot** start later than 180 days after award announcement.
- Recipients may request to begin the POP early by submitting a grant amendment.



# Hiring Activity Categories

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- FEMA awards SAFER Program grants under the Hiring Activity to help fire departments increase frontline firefighters by providing financial assistance in three categories:
  - **Rehire:** Rehiring firefighters who were laid-off within the two years prior to the start of the application period;
  - **Retention:** Retaining firefighters facing imminent layoff – within 120 days of the close of the application period; or,
  - **New Hire** – Hire new, additional firefighters.



**FEMA**

# Hiring Activity Eligible Costs

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- Salary and associated benefits (actual payroll expenses) for the positions funded under the SAFER Program are eligible.
- Costs are reimbursable if they are included as part of the standard benefit package, available to all operational firefighter positions, and contractually obligated.
- Compensation for a firefighter's normal, contracted work schedule is reimbursable.
  - Only costs for overtime that the fire department routinely pays as a part of the base salary or a firefighter's regularly scheduled and contracted shift hours, in order to comply with the Fair Labor Standards Act (FLSA), are eligible.
- Salaries and benefits of firefighters hired with SAFER Program funding while they are engaged in initial recruit training are eligible.



# Hiring Activity Eligibility Requirements

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- **Rehire:** Eligible positions must have been laid off in the two years prior to the start of the application period (**February 8, 2021**).
- **Retention:** Firefighters who have been issued a formal layoff notice and who face imminent layoff – within 120 of the close of the application period – are eligible under Retention.
  - Potential layoffs must become effective on or before **July 10, 2021**.
- Layoff actions not executed in accordance with the terms of the FY 2020 SAFER Program NOFO, or which do not meet the above requirements, will not qualify for funding in the Rehire or Retention categories.





## Hiring Activity Eligibility Requirements (continued)

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- Only firefighters hired (New Hire category) or rehired (Rehire category) after the SAFER Program grant offer of award are eligible for grant funding.
  - This does not apply to positions awarded under the Retention category.
- Only full-time positions are eligible for funding in all three categories. A full-time position is one that is funded for at least 2,080 hours per year, e.g., 40 hours per week, 52 weeks per year.
- SAFER Program funds will only pay for operational positions, in all three categories, whose primary assignment (more than 50 percent of time) is on a fire suppression vehicle, regardless of collateral duties.
- Volunteer and mostly volunteer departments may hire individuals to fill officer-level positions (e.g., chief, fire inspector, training officer, safety officer) in addition to primary operational assignment.



# Hiring Activity Ineligible Costs

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- Salaries and benefits of full-time firefighters employed at time of grant award (except under the Retention category).
- Job-sharing positions (i.e., utilizing more than one person to fill a full-time SAFER Program-funded position).
- Non-FLSA overtime (e.g., overtime for shift holdovers, training).
- SAFER Program funds may not be used to fund promotions.
- Costs to equip firefighters (e.g., personal protective equipment (PPE)/turnout gear, duty uniforms).
- Pre-application costs (e.g., grant writer fees, indirect costs).
- Costs associated with hiring (e.g., background checks, physicals, payroll fees).
- Costs of annual physicals/medical exams.
- Management and administrative costs.
- Indirect costs.

