



Big Bear Fire Authority

**MEETING OF THE BOARD OF DIRECTORS
BIG BEAR FIRE AUTHORITY – 41090 BIG BEAR BLVD., BIG BEAR LAKE
MEETING AGENDA
DECEMBER 1, 2020**

NOTICE IS HEREBY GIVEN, that the Big Bear Fire Authority will conduct a regular meeting of the Big Bear Fire Authority pursuant to Governor Newsom’s Executive Order N-25-20 and N-29-20 on December 1, 2020, at 5:00 p.m. The members of the Big Bear Fire Authority Board and the public shall participate in this meeting via teleconference; there is no in-person meeting location for this meeting. Public comment may be submitted by email as described below. This meeting is being called pursuant to Section 54953 of the Government Code of the State of California.

The public may observe this meeting by:

- Calling (669) 900-6833 or;
- Join Zoom Meeting online at:
<https://us02web.zoom.us/j/89325857350?pwd=S1ZNMFRadkg5Wm11UkRSOFo5K20yUT09>
- Meeting ID: 893 2585 7350 and Passcode 279032

This meeting will be recorded. Contact the Board Secretary to receive a copy of the recording.

BOARD OF DIRECTORS

Chairman John Green
Vice Chairman David Caretto
Director Rick Herrick
Director Bob Jackowski
Director Bill Jahn
Director Karyn Oxandaboure
Director Randall Putz
Director John Russo
Director Larry Walsh
Director Al Ziegler

STAFF

Fire Chief Jeff Willis
Assistant Chief/Fire Marshal Mike Maltby
Senior Finance Officer Kristin Mandolini
Board Secretary Dawn Marschinke
Authority Counsel Jeff Ferre
Authority Counsel Joseph Sanchez

AGENDA

OPEN SESSION

CALL TO ORDER

MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

ROLL CALL

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting to facilitate the business of the Board and/or for the convenience of the public.

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed on the following dates:

- Thursday and Friday, December 24 and 25, 2020 in observance of Christmas and will re-open at 8:00 a.m. on Monday, December 28, 2020.
- Thursday and Friday, December 31, 2020, and January 1, 2021 in observance of New Year's, and will reopen on Monday, January 4, 2021
- Monday, January 18, 2021 in observance of Martin Luther King Jr. day and will reopen on Tuesday, January 19, 2021.

PRESENTATIONS

1. Recognition for Years of Service on the Board of Directors
 - Director Bill Jahn
 - Director Bob Jackowski

Speaker: Jeff Willis, Fire Chief

DIRECTORS' GENERAL ANNOUNCEMENTS – Comments shall pertain to items not on the posted agenda and are limited to three minutes per Authority Member.

GENERAL PUBLIC COMMENT – *Members of the public who wish to comment on topics not included on the agenda or comment on agendized topics are invited to submit comments via email to publicmeetingcomments@bigbearfire.org on or before Tuesday, December 1, 2020 at 2:00 p.m. Please limit comments to 300 words or less. If your comment is related to a specific Agenda item, please identify the Agenda item in the subject of your email.*

CHIEF'S REPORT

None

FINANCE OFFICER'S REPORT

Speaker: Senior Finance Officer Kristin Mandolini

FIRE AUTHORITY CONSENT CALENDAR

- FA1. Approval of Demands – Check Issue Date 09/01/20 through 10/31/20 in the amount of \$1,924,818.35**
- FA2. Approval of Meeting Minutes from the October 6, 2020 Regular Meeting of Big Bear Fire Authority**
- FA3. Approval of Meeting Minutes from the November 19, 2020 Special Meeting of Big Bear Fire Authority**
- FA4. Receive and File Big Bear Fire Department Monthly Activity Reports for September and October 2020**
- FA5. Big Bear Fire Authority FY2019-20 Audited Financial Report**

Board consideration to accept, receive and file FY2019-20 Audited Financial Report.

ITEMS REMOVED FROM THE CONSENT CALENDAR

PUBLIC HEARING

None

NEW BUSINESS

BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS

- FA6. Memorandum of Understanding Between the Big Bear Fire Authority and the Big Bear Professional Firefighters’ Association, I.A.F.F. – Local 935**

Board consideration of approving the proposed Memorandum of Understanding between the Big Bear Professional Firefighters Association and the Big Bear Fire Authority with an effective date of January 1, 2021 and an ending date of December 31, 2023.

Speaker: Fire Chief Jeff Willis

- FA7. Paid Time Off (PTO) Accrual Adjustments for Flight Nurses and Flight Paramedics**

Board consideration of approving the proposed increase in Paid Time Off (PTO) accruals for ambulance operators and flight personnel, sufficient to support these non-safety employees working 24-hour shifts.

Speaker: Senior Finance Officer Kristin Mandolini

FA8. Draft Request for Proposal (RFP) for All-Risk Emergency Fire and Medical Services for Big Bear Fire Authority

Board consideration of approving the Administrative Committee recommendation of the draft RFP.

Speaker: Chairman John Green

FA9. Fire Authority Board Reorganization - Selection of the Chair and Vice Chair

Board nominations and selection of Chair and Vice Chair, who will serve for a period of one year.

Speaker: Chairman John Green

COMMITTEE REPORTS

A Fire Authority Administrative Committee Meeting was held on November 24, 2020, represented by Chairman Green, Vice Chairman Caretto, Director Herrick, and Director Ziegler.

DIRECTORS' CLOSING COMMENTS

ADJOURN

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 25th day of November 2020.

Dawn E. Marschinke

Dawn Marschinke, Board Secretary

The Big Bear Fire Authority wishes to make all its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Dawn Marschinke at 909/866-7566. Notification 48 hours prior to the meeting will enable the Fire Authority to make reasonable arrangements to ensure accessibility to this meeting.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

MEETING DATE: December 1, 2020

TO: Chairman and Members of Big Bear Fire Authority Board

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Kristin Mandolini, Senior Finance Officer *KM*

SUBJECT: YTD FINANCE REPORT FOR MONTH ENDING SEPTEMBER 30, 2020

SEPTEMBER

YTD FINANCIALS – 25% Through the Year

Big Bear Fire Authority

Revenues

- Revenues are at 6% of our YTD budget as we do not receive any property taxes until November.

Expenses

- Total expenses are under budget by 1%, with salaries and benefits coming in 2% over budget as a result of a very active fire season. Excluding mutual aid salaries, we are 2% under budget as a result of the acceleration of transitioning to the lower cost ambulance operator staffing model.

2019-2020 Audit

- Auditing firm Lance, Soll & Lunghard, LLP was engaged to complete the 2019-20 Financial audit for Big Bear Fire Authority. Interim audit work and testing were completed in May and field work and testing were completed in September. The finalized audit was completed on November 23, 2020 and is included in the consent calendar.

Big Bear Fire Authority
Operating Budget Variance Report
September 30, 2020

	Annual Budget	YTD Total	Variance	%
Revenue				
Property Tax Revenue	10,451,263	0	(10,451,263)	0%
Current Service Charges	4,575,310	814,397	(3,760,913)	18%
Interagency Revenues	350,000	172,140	(177,860)	49%
Use of Money and Property	124,250	10,662	(113,588)	9%
Other Revenue	24,100	(1,255)	(25,355)	-5%
Total Revenue	15,524,923	995,943	(14,528,980)	6%

Expenses				
Salaries & Benefits	13,068,534	3,481,969	(9,586,565)	27%
Supplies	272,685	50,419	(222,266)	18%
Professional Services	761,116	95,893	(665,223)	13%
Maintenance and Equipment	508,386	124,292	(384,094)	24%
Utilities	185,100	37,657	(147,443)	20%
Other Expenditures	1,068,196	88,638	(979,558)	8%
Total Expenses	15,864,017	3,878,869	(11,985,148)	24%

Accounts Payable

Checks by Date - Detail by Check Number

User: Kmandolini
Printed: 11/19/2020 3:19 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	02EDD 20200904PP18 20200904PP18	California State Employment Development PR Batch 00003.08.2020 State Unemployment I PR Batch 00003.08.2020 State Income Tax	09/03/2020 PR Batch 00003.08.2020 Stat PR Batch 00003.08.2020 Stat	237.51 28,361.25
Total for this ACH Check for Vendor 02EDD:				28,598.76
ACH	IRS 20200904PP18 20200904PP18 20200904PP18	Department Of Treasury PR Batch 00003.08.2020 Medicare Employer PR Batch 00003.08.2020 Federal Income Tax PR Batch 00003.08.2020 Medicare	09/03/2020 PR Batch 00003.08.2020 Med PR Batch 00003.08.2020 Fed PR Batch 00003.08.2020 Med	6,431.52 74,072.88 6,521.73
Total for this ACH Check for Vendor IRS:				87,026.13
ACH	02EDD 20201016PP21 20201016PP21	California State Employment Development PR Batch 00001.10.2020 State Unemployment I PR Batch 00001.10.2020 State Income Tax	10/19/2020 PR Batch 00001.10.2020 Stat PR Batch 00001.10.2020 Stat	326.23 23,646.85
Total for this ACH Check for Vendor 02EDD:				23,973.08
ACH	IRS 20201016PP21 20201016PP21 20201016PP21	Department Of Treasury PR Batch 00001.10.2020 Federal Income Tax PR Batch 00001.10.2020 Medicare Employer PR Batch 00001.10.2020 Medicare	10/19/2020 PR Batch 00001.10.2020 Fed PR Batch 00001.10.2020 Med PR Batch 00001.10.2020 Med	60,088.97 5,857.36 6,224.49
Total for this ACH Check for Vendor IRS:				72,170.82
ACH	02EDD 20200918PP19 20200918PP19	California State Employment Development PR Batch 00001.09.2020 State Income Tax PR Batch 00001.09.2020 State Unemployment I	09/17/2020 PR Batch 00001.09.2020 Stat PR Batch 00001.09.2020 Stat	24,369.57 290.81
Total for this ACH Check for Vendor 02EDD:				24,660.38
ACH	IRS 20200918PP19 20200918PP19 20200918PP19	Department Of Treasury PR Batch 00001.09.2020 Medicare PR Batch 00001.09.2020 Medicare Employer PR Batch 00001.09.2020 Federal Income Tax	09/17/2020 PR Batch 00001.09.2020 Med PR Batch 00001.09.2020 Med PR Batch 00001.09.2020 Fed	6,000.24 5,877.78 62,442.53
Total for this ACH Check for Vendor IRS:				74,320.55
ACH	02EDD 20201030PP22 20201030PP22	California State Employment Development PR Batch 00002.10.2020 State Income Tax PR Batch 00002.10.2020 State Unemployment I	10/28/2020 PR Batch 00002.10.2020 Stat PR Batch 00002.10.2020 Stat	18,863.75 313.89
Total for this ACH Check for Vendor 02EDD:				19,177.64
ACH	IRS 20201030PP22 20201030PP22 20201030PP22	Department Of Treasury PR Batch 00002.10.2020 Medicare PR Batch 00002.10.2020 Medicare Employer PR Batch 00002.10.2020 Federal Income Tax	10/28/2020 PR Batch 00002.10.2020 Med PR Batch 00002.10.2020 Med PR Batch 00002.10.2020 Fed	5,322.57 4,944.94 49,841.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor IRS:				60,108.89
ACH	02EDD	California State Employment Development	10/01/2020	
	20201002PP20	PR Batch 00002.09.2020 State Income Tax	PR Batch 00002.09.2020 Stat	28,233.96
	20201002PP20	PR Batch 00002.09.2020 State Unemployment I	PR Batch 00002.09.2020 Stat	261.91
Total for this ACH Check for Vendor 02EDD:				28,495.87
ACH	IRS	Department Of Treasury	10/01/2020	
	20201002PP20	PR Batch 00002.09.2020 Medicare Employer	PR Batch 00002.09.2020 Med	6,372.80
	20201002PP20	PR Batch 00002.09.2020 Federal Income Tax	PR Batch 00002.09.2020 Fed	71,041.49
	20201002PP20	PR Batch 00002.09.2020 Medicare	PR Batch 00002.09.2020 Med	6,646.80
Total for this ACH Check for Vendor IRS:				84,061.09
10095	NAPA BB	NAPA Auto Parts	09/02/2020	
	452272	core deposit credit		-36.00
	480782	3qty DELO 400 15W40 Gal		64.62
	486358	AVL R-134A W Gauge, core deposit		47.40
	487751	St281 Fuel STA-BIL Concentrate		15.07
	489044	inverter		138.66
	494530	BE-281 DR Plug Socket		5.70
	497055	White Lithium Grease		15.04
	497258	2qty support		65.71
	502257	headlight socket, blister pack capsules, assorted 1		34.23
	503207	battery, core deposit, environmental fee,		314.33
Total for Check Number 10095:				664.76
10096	BadBear	Bad Bear Sportswear	09/02/2020	
	620015	5qty embroidery		107.75
	620063	36qty 5.11 short sleeve tee L,XL,XXL		646.50
Total for Check Number 10096:				754.25
10097	BVElect	Bear Valley Electric	09/02/2020	
	63236260061Aug	Station 285		553.16
Total for Check Number 10097:				553.16
10098	55BBCSD	Big Bear City CSD	09/02/2020	
	702	Grainger Inv 9627076657,9626386404- CASC E		540.92
Total for Check Number 10098:				540.92
10099	55BBCSD	Big Bear City CSD	09/02/2020	
	931770	282 Dumpster		269.88
	931771	283 Dumpster		180.67
Total for Check Number 10099:				450.55
10100	CarettoD	David Caretto	09/02/2020	
	20200831	8/4/20 FA Reg Board Meeting		130.00
Total for Check Number 10100:				130.00
10101	04DWP	CBBL Dept of Water	09/02/2020	
	250170100Aug	Station 281		201.60
	250252100Aug	Station 281		11.20
	251060100Aug	Bouldar Bay		55.10
	253680100Aug	Moonridge		55.10

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10101:	323.00
10102	ConnPump 23261	Connelly Pumping Services LLC Baldwin Lake Holding Tank Pumping	09/02/2020	190.00
			Total for Check Number 10102:	190.00
10103	DmytJ 20200724	Jason Dmytriw training reimb	09/02/2020	200.00
			Total for Check Number 10103:	200.00
10104	FailSafe 11133	Failsafe Testing, LLC T-281 annual inspection	09/02/2020	700.00
			Total for Check Number 10104:	700.00
10106	GreenJo 20200831	John Green 8/4/20 FA Reg Board Meeting	09/02/2020	130.00
			Total for Check Number 10106:	130.00
10107	HerrR 20200831	Rick Herrick 8/4/20 FA Reg Board Meeting	09/02/2020	130.00
			Total for Check Number 10107:	130.00
10108	Image200 391565	Image 2000 toner	09/02/2020	26.06
			Total for Check Number 10108:	26.06
10109	JackR 20200831	Robert Jackowski 8/4/20 FA Reg Board Meeting	09/02/2020	130.00
			Total for Check Number 10109:	130.00
10110	JahnB 20200831	Bill Jahn 8/4/20 FA Reg Board Meeting	09/02/2020	130.00
			Total for Check Number 10110:	130.00
10111	1Kings 257	Kings Fire Protection, Inc Station 281 Extinguisher service	09/02/2020	293.08
			Total for Check Number 10111:	293.08
10112	LifeAssi 1030409 1030410	Life Assist Inc 8qty limb holder, delue w/cotton flannel cuff ABD Pad, DEFIB Electrodes, sharps container, s	09/02/2020	102.32 946.91
			Total for Check Number 10112:	1,049.23
10113	MercTire 84065 84131 84157	Mercer Automotive & Tire MA-281A lube, oil and filter change diesel MA-282B master cylinder remove & replace, ne ME-281 4 tires, mount and balance, disposal fee	09/02/2020	216.58 570.95 2,257.21
			Total for Check Number 10113:	3,044.74
10114	OxanKa 20200831	Karen Oxandaboure 8/4/20 FA Reg Board Meeting	09/02/2020	130.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10114:	130.00
10115	Pruetts 52803	Scott D Vann Pruetts Precision Alignment BE-282 front laser alignment, corrected heavy ne	09/02/2020	319.00
			Total for Check Number 10115:	319.00
10116	PutzR 20200831	Randall Putz 8/4/20 FA Reg Board Meeting	09/02/2020	130.00
			Total for Check Number 10116:	130.00
10117	RenisImg 573965	Renaissance Imaging Medical Associates employee xray	09/02/2020	61.00
			Total for Check Number 10117:	61.00
10118	RussoJ 20200831	John J Russo 8/4/20 FA Reg Board Meeting	09/02/2020	130.00
			Total for Check Number 10118:	130.00
10119	SkSpec 20200813	SK Spec Properties LLC 43291 Heavenly Valley Haz Tree Reimb.	09/02/2020	250.00
			Total for Check Number 10119:	250.00
10120	NAPA 059631 059668 059720	Superior Automotive Warehouse MA282C control arm and ball,control arm bolt, 1 MA282 disk brake pad, brake rotor MA282 rear axle cov, oil seal	09/02/2020	1,028.30 751.38 97.52
			Total for Check Number 10120:	1,877.20
10121	SuthS 20200717	Shawn Sutherland transfer meal reimb	09/02/2020	30.72
			Total for Check Number 10121:	30.72
10122	WalshLa 20200831	Larry Walsh 8/4/20 FA Reg Board Meeting	09/02/2020	130.00
			Total for Check Number 10122:	130.00
10123	WaltW 20200701	William Walthers transfer meal reimb	09/02/2020	161.52
			Total for Check Number 10123:	161.52
10125	BBK 882510 882511 882512	Best Best & Krieger General Matters & Correspondance General Matters & Correspondance General Matters & Correspondance	09/03/2020	3,090.40 1,255.80 982.80
			Total for Check Number 10125:	5,329.00
10126	Amazon 438985348636 439553744665 443697943694 445666365983 455947658579	Syncb/Amazon Computer General Household -TP Paper Towels-cleaners Cargo backpack General Household -TP Paper Towels-cleaners Surface pro covers	09/03/2020	864.92 296.40 300.62 117.36 96.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	458597377636	General Household -TP Paper Towels-cleaners		12.26
	458597377636	General Household -TP Paper Towels-cleaners		46.28
	466446539777	General Household -TP Paper Towels-cleaners		52.78
	468367663784	Keyboard		53.86
	468579686664	Cell phone accessories		57.10
	469679945764	monitors-HDMI-Audio transmission		468.52
	469955694669	General Household -TP Paper Towels-cleaners		79.74
	583547695956	EMS Book		53.81
	589935834473	Cargo backpack		62.89
	669657444798	Postage		9.85
	676597347447	Toners		156.24
	783573933893	EMS Book		140.00
	838396849499	General Household -TP Paper Towels-cleaners		89.32
	858787888574	USB Dongle		51.68
	886934977383	Cables		26.93
	894486338933	General Household -TP Paper Towels-cleaners		21.54
	975563488657	Cell phone lens		77.58
	976655546896	General Household -TP Paper Towels-cleaners		142.24
	987938735493	Netgear port		61.41
	988533949999	General Household -TP Paper Towels-cleaners		46.99
			Total for Check Number 10126:	3,387.28
10128	USBank	US Bank Corporate Payment Systems	09/03/2020	
	424604455574Aug	Fuel - Training wagner-Curtis-Willis		690.10
	424604455574Aug	Training-Mtgs		228.89
	424604455574Aug	Flowers for personnel -services		291.97
	424604455574Aug	OHD Equipment Repair-Station Tools		2,491.30
	424604455574Aug	Certified letters and UPS		10.70
	424604455574Aug	A/O Operator Uniforms		1,728.48
	424604455574Aug	Notebooks		118.77
	424604455574Aug	MSFT-Ambulance Billing platforms-Zoom		560.27
	424604455574Aug	credit		-63.63
	424604455574Aug	Wildand packs		1,673.61
	424604455574Aug	Strike team travel/Fuel		618.77
	424604455574Aug	Lunch-Fire personnel		30.78
	424604455574Aug	Strike team travel/Hotel		1,713.68
	424604455574Aug	Strike team travel/Food		-105.10
	424604455574Aug	Stamps Monthly		24.99
	424604455574Aug	Fleet- MA-282 T281 - Parts for vehicles		4,233.64
	424604455574Aug	Chater bill station 283		254.97
	424604455574Aug	Fire Hats & badge stickers		1,018.00
	424604455574Aug	Functional Trainer-Station 282		2,013.77
	424604455574Aug	Meetings/food travel		229.33
			Total for Check Number 10128:	17,763.29
10129	Ameritas	Ameritas Life Insurance Corp	09/03/2020	
	20200612PP12	PR Batch 00001.06.2020 Dental ER	PR Batch 00001.06.2020 Den	7,707.88
	20200904PP18	Insurance adjustment Dental ER	PR Batch 00003.08.2020 Den	-25.32
			Total for Check Number 10129:	7,682.56
10130	Ameritas	Ameritas Life Insurance Corp	09/03/2020	
	20200612PP12	PR Batch 00001.06.2020 Vision ER	PR Batch 00001.06.2020 Visi	1,199.48
	20200904PP18	Insurance adjustment vision		14.16
			Total for Check Number 10130:	1,213.64
10131	02ChildS	CA State Disbursement Unit	09/03/2020	
	20000000133PP18	200000001333095 Harold California State Disb	PR Batch 00003.08.2020 Cali	424.61

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 10131:				424.61
10132	Lincoln 20200904PP18	Lincoln National Life Insurance Co (5H-26	09/03/2020	
	20200904PP18	PR Batch 00003.08.2020 Lincoln 457 Percentag	PR Batch 00003.08.2020 Linc	845.97
	20200904PP18	PR Batch 00003.08.2020 Lincoln 457 Flat Amou	PR Batch 00003.08.2020 Linc	800.00
	20200904PP18	PR Batch 00003.08.2020 Lincoln Roth Flat Amo	PR Batch 00003.08.2020 Linc	225.00
Total for Check Number 10132:				1,870.97
10133	MidAmeri 20200904PP18	MidAmerica Admin & Retirement Solution	09/03/2020	
		PR Batch 00003.08.2020 Apple 457 Paid Call Pe	PR Batch 00003.08.2020 App	7,755.21
Total for Check Number 10133:				7,755.21
10134	NatRetSo 20200904PP18	Nationwide Retirement Solution	09/03/2020	
	20200904PP18	PR Batch 00003.08.2020 Nationwide Roth Perce	PR Batch 00003.08.2020 Nati	419.26
	20200904PP18	PR Batch 00003.08.2020 Nationwide Flat Amou	PR Batch 00003.08.2020 Nati	1,980.00
	20200904PP18	Insurance adjustment Nationwide Flat Amount		-388.98
	20200904PP18	PR Batch 00003.08.2020 Nationwide Roth Flat	PR Batch 00003.08.2020 Nati	30.00
	20200904PP18	PR Batch 00003.08.2020 Nationwide Percentage	PR Batch 00003.08.2020 Nati	4,754.46
Total for Check Number 10134:				6,794.74
10135	SBCProFF 20200904PP18	San Bernardino County Professional Firefig	09/03/2020	
		PR Batch 00003.08.2020 Union Dues Local 935	PR Batch 00003.08.2020 Unic	2,924.25
Total for Check Number 10135:				2,924.25
10136	ReliStan 20200710PP14	Reliance Standard Life Insurance Co.	09/03/2020	
	20200710PP14	PR Batch 00001.07.2020 Long Term Disability	PR Batch 00001.07.2020 Lon	825.16
	20200710PP14	PR Batch 00001.07.2020 Short Term Disability	PR Batch 00001.07.2020 Sho	1,140.53
	20200710PP14	PR Batch 00001.07.2020 Life and AD and D ER	PR Batch 00001.07.2020 Life	624.00
	20200904PP18	PR Batch 00003.08.2020 Life and AD and D ER	PR Batch 00003.08.2020 Life	-219.84
Total for Check Number 10136:				2,369.85
10137	SBCERA 20200904PP18	SBC Employees' Retirement Association	09/03/2020	
	20200904PP18	PP18 Batch#10444 SBCERA ER Cont. T2 Lin	PR Batch 00003.08.2020 SBC	6,418.91
	20200904PP18	PP18 Batch#10444 SBCERA ER Contribution	PR Batch 00003.08.2020 SBC	92,326.57
	20200904PP18	PR Batch 00003.08.2020 Survivor SBCERA Em	PR Batch 00003.08.2020 Surv	25.65
	20200904PP18	PR Batch 00003.08.2020 SBCERA EE General	PR Batch 00003.08.2020 SBC	405.01
	20200904PP18	PP18 Batch#10444 Survivor SBCERA ER	PR Batch 00003.08.2020 Surv	25.65
	20200904PP18	PP18 Batch#10444 SBCERA EE Tier 2	PR Batch 00003.08.2020 SBC	14,533.27
	20200904PP18	PP18 Batch#10444 SBCERA EE Safety Tier1	PR Batch 00003.08.2020 SBC	11,783.99
Total for Check Number 10137:				125,519.05
10138	Texas 202008007PP16	Texas Life Insurance Company	09/03/2020	
	20200821PP17	PR Batch 00001.08.2020 Texas Life Ins Post Tax	PR Batch 00001.08.2020 Tex	164.44
	20200904PP18	PR Batch 00002.08.2020 Texas Life Ins Post Tax	PR Batch 00002.08.2020 Tex	164.44
		PR Batch 00003.08.2020 Texas Life Ins Post Tax		-0.03
Total for Check Number 10138:				328.85
10139	CrossCo 2020-6-5	DBA Connection GovConnection,Inc	09/09/2020	
		10qty KNG clamshell, 6qty antenna, 6qty micw/		9,997.57
Total for Check Number 10139:				9,997.57
10140	AllStar 226109	All Star Fire Equipment	09/10/2020	
		2qty wildland boots		561.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10140:	561.25
10141	50ComHos 10182306 10182778	Bear Valley Community Healthcare District employee physical AO employee physicals	09/10/2020	206.00 824.00
			Total for Check Number 10141:	1,030.00
10142	BVElect 44403500000Aug	Bear Valley Electric station 281	09/10/2020	1,925.40
			Total for Check Number 10142:	1,925.40
10143	55BBCSD 698	Big Bear City CSD Bartel & Associates GASB	09/10/2020	2,200.00
			Total for Check Number 10143:	2,200.00
10144	55BBCSD 703	Big Bear City CSD shay meadow ranch inv, BVE paradise	09/10/2020	24.52
			Total for Check Number 10144:	24.52
10145	Grizzly 15268	Big Bear Grizzly Help Wanted Ad-Temp Admin Assistant 8/19-9/2	09/10/2020	256.53
			Total for Check Number 10145:	256.53
10146	BBPaint	Big Bear Paint Center devflex HP 1gl, sherlock pro frame, 2 1/2 pro sol	09/10/2020	87.46
			Total for Check Number 10146:	87.46
10147	Butc 867950	Butcher's Block & Building Material mending plate/zinc, kickdown door stop	09/10/2020	27.97
			Total for Check Number 10147:	27.97
10148	Charter 0004775090120 0148579082620 0153686082720 0153702082720	Charter Communications 282 cable 281 cable 282 internet 281 internet	09/10/2020	623.08 126.45 5.48 515.08
			Total for Check Number 10148:	1,270.09
10149	CompAir 00036827	Compressed Air Specialties Inc Station 282	09/10/2020	1,112.76
			Total for Check Number 10149:	1,112.76
10150	CrossCo 2020-7-28	DBA Connection GovConnection,Inc 12qty mic w/2.5mm jack, volume control & all c	09/10/2020	1,980.52
			Total for Check Number 10150:	1,980.52
10152	TrusScot 20200908	Darryl & Cathie Scott Trust 42624 Constallation dr haz tree reimb.	09/10/2020	325.00
			Total for Check Number 10152:	325.00
10153	DIY	DIY Home Center	09/10/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	4242	2qty EZ tire patch kit, turboforce table fan		37.21
			Total for Check Number 10153:	37.21
10154	FairFord c76017 c76388	Fairview Ford Sales Inc BC2805 faulty fuel sender-replaced MA-282R oil & filter change	09/10/2020	1,085.48 1,491.78
			Total for Check Number 10154:	2,577.26
10155	Galls BC1172859 BC1177133	Galls LLC responder parka, 2qty EMS pants 12qty EMS pants	09/10/2020	362.17 656.63
			Total for Check Number 10155:	1,018.80
10156	MercTire 83961 84014 84099	Mercer Automotive & Tire FR-281 lube, oil and filter change MA-281 mount and balance tires MA-282A mount & balance tires- lube, oil and fi	09/10/2020	117.38 204.00 877.95
			Total for Check Number 10156:	1,199.33
10157	Haupt 20200831 20200831	Moonridge Fuel Amb fuel fire fuel	09/10/2020	1,104.93 1,104.93
			Total for Check Number 10157:	2,209.86
10158	RenisImg 537951	Renaissance Imaging Medical Associates employee xray	09/10/2020	61.00
			Total for Check Number 10158:	61.00
10159	McdoRich 20200908	Richard McDonough 42570 Avalon Rd Haz Tree Reimb.	09/10/2020	750.00
			Total for Check Number 10159:	750.00
10160	NAPA 065615 065777 065800	Superior Automotive Warehouse back-up light light bulb 2qty screw, taillamp 20qty blue def 2.5 gal	09/10/2020	17.25 12.78 366.13
			Total for Check Number 10160:	396.16
10161	SuthS 20200909	Shawn Sutherland transfer meal reimb	09/10/2020	27.12
			Total for Check Number 10161:	27.12
10162	Waxie 79444029 79444030 79444065	Waxie Sanitary Supply trush wash 5gal, disinfectant, dustpan, coffee cup general purpose trigger kleenex slimfold towels	09/10/2020	475.05 51.05 84.81
			Total for Check Number 10162:	610.91
10163	MountBev 28550 28562 28564	Mountain Beverage Service Station 281-282-283 Sugar, Cups, Coffee Station 281-282-283 Sugar, Cups, Coffee Station 281-282-283 Sugar, Cups, Coffee	09/16/2020	190.18 47.00 131.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	28573	Station 281-282-283 Sugar, Cups, Coffee		182.00
			Total for Check Number 10163:	550.18
10164	Ability 0133178	Ability Network Inc. Ambulance Billing platform	09/16/2020	189.00
			Total for Check Number 10164:	189.00
10165	BVElect 34622500006Sept 7990450Sept2020	Bear Valley Electric Boulder Bay Station 284 FY2020	09/16/2020	65.86 5,499.41
			Total for Check Number 10165:	5,565.27
10166	55BBCSD 931934 932571 932613	Big Bear City CSD Station 285 Garage-Station 282 Garage-Station 282	09/16/2020	414.98 815.36 365.91
			Total for Check Number 10166:	1,596.25
10167	Grizzly 15639	Big Bear Grizzly Ads/Legal Public Notices	09/16/2020	379.50
			Total for Check Number 10167:	379.50
10168	Charter 00047775090120 0216731091120 0294199090120	Charter Communications 281 Ethernet Grantphones Station 283	09/16/2020	623.08 102.11 114.21
			Total for Check Number 10168:	839.40
10169	Dell 10420484593	Dell Marketing Dell Computer-Hardware-System Service	09/16/2020	2,727.34
			Total for Check Number 10169:	2,727.34
10170	Frontier 909866112602131	Frontier Communications Station 281	09/16/2020	217.30
			Total for Check Number 10170:	217.30
10171	ConnGov 70026940 70061764 70075874 70297357	GovConnection, INC. 7 Ipads 2 Ipads Apple Care 2 Ipads Apple Care Apple care for Ipads	09/16/2020	8,787.01 2,510.58 460.00 368.00
			Total for Check Number 10171:	12,125.59
10172	KMEFireA 553610 553673	Kovatch Mobile Equipment ME-283 Repair & Brakes ME-282 Air Dryer Kit-Labor	09/16/2020	490.00 1,880.39
			Total for Check Number 10172:	2,370.39
10173	OrteC 20200811	Collin Ortega Reimbursement/Red Helmet Instructor 1	09/16/2020	350.00
			Total for Check Number 10173:	350.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
10174	SamEnt 025953	Sam's Enterprises Demereged Tanks	09/16/2020	166.00
Total for Check Number 10174:				166.00
10175	WagnL 20200901	Luke Wagner Reimb for strike team travel/ SCV Complex Fire	09/16/2020	673.15
Total for Check Number 10175:				673.15
10176	WaltW 20200914 20200914	William Walthers Reimb-Training S-290 Red Helmet Reimb-Transfer meal	09/16/2020	280.00 38.59
Total for Check Number 10176:				318.59
10177	WillJo 20200811	Jordon Willis Red Helmet-Instructor 1	09/16/2020	350.00
Total for Check Number 10177:				350.00
10178	ZieglerA 20200831	Al Ziegler 8/4/20 FA Reg Board Meeting	09/16/2020	130.00
Total for Check Number 10178:				130.00
10179	APlumb N-1992-A	A Plumbing & Heating Inc H-285 backflow test	09/17/2020	85.00
Total for Check Number 10179:				85.00
10180	FirstAid C-1031 C-1036 C-1037 C-1038	Accurate First Aid Services, LLC 283 first aid supplies Station 282 first aid supplies training center first aid supplies 281 first aid supplies	09/17/2020	130.43 167.81 147.62 157.80
Total for Check Number 10180:				603.66
10181	AdminSvc 11009907	Administrative Services Inc copier lease	09/17/2020	799.42
Total for Check Number 10181:				799.42
10182	55BBCSD 704 704	Big Bear City CSD Amb Fuel Fire Fuel	09/17/2020	1,427.28 1,689.79
Total for Check Number 10182:				3,117.07
10183	Butc 868849 869210	Butcher's Block & Building Material LED night light, switch box, socket driver video coak cable, adh glue	09/17/2020	91.71 13.99
Total for Check Number 10183:				105.70
10184	CarQuest 489427 495280	Car Quest Auto Parts ME-282 gorilla tape ME-283 oil 2qty	09/17/2020	12.27 43.08
Total for Check Number 10184:				55.35
10185	DIY	DIY Home Center	09/17/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	4107	silicone sealant, single handle lav		80.47
	4162	XL-EZ ANC 8x11		8.52
	4384	B281 OCC sensor wht, conn fem 20a arm pls		39.73
Total for Check Number 10185:				128.72
10186	FiSafety 28088	Firefighters Safety Center black leather belt	09/17/2020	63.10
Total for Check Number 10186:				63.10
10187	FoxKen 20200910	Kenneth Fox training reimb.	09/17/2020	154.00
Total for Check Number 10187:				154.00
10188	Lavo 20200816 20200817 20200823	Larry Lavogue strike team travel reimb strike team travel reimb strike team travel reimb	09/17/2020	14.37 115.00 283.47
Total for Check Number 10188:				412.84
10189	LifeAssi 1034310 1034311 1034433 1034435	Life Assist Inc 6qty magnesium sulfate 5qty paramedic shears, 9qty tourniquet 2qty spinal care kit case 4qty EKG paper,3qty sharps containers,2qty safe	09/17/2020	62.91 280.35 79.35 103.98
Total for Check Number 10189:				526.59
10190	McFaMelo 20200831	Melody A. McFadden ambulance billing	09/17/2020	320.00
Total for Check Number 10190:				320.00
10191	MercTire 83711 83906 83930 83991 84226 84291 84293	Mercer Automotive & Tire WT-281 mount and balance tire MA-282C control arm remove & replace, shock/ BC2806 mount and balance tire BE-282 replace tire rod end assembly MA-282A rear brake rotor, brake pads rear, park misc maint- toyo open country, tire disposal, tire MA-281 lube, oil and filter change diesel	09/17/2020	200.00 843.90 80.00 194.00 1,385.09 447.25 637.05
Total for Check Number 10191:				3,787.29
10192	MissLin 513206172	Mission Linen Supply Inc linen maint	09/17/2020	41.29
Total for Check Number 10192:				41.29
10193	CurrPete 20200826	Pete Curran strike team travel reimb	09/17/2020	78.20
Total for Check Number 10193:				78.20
10194	Neopost 790004408043Aug 79000440804Aug	Quadient Finance USA,Inc amb postage fire postage	09/17/2020	119.80 118.10
Total for Check Number 10194:				237.90

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
10195	RenisImg 583800 588816	Renaissance Imaging Medical Associates employee xray employee xray	09/17/2020	61.00 61.00
Total for Check Number 10195:				122.00
10196	NAPA 066146 066175	Superior Automotive Warehouse 4qty battery, core deposit, CA battery fee taillamp	09/17/2020	798.72 134.70
Total for Check Number 10196:				933.42
10197	CounTeam 77075	The Counseling Team International employee support services	09/17/2020	500.00
Total for Check Number 10197:				500.00
10198	02ChildS 20200918PP19	CA State Disbursement Unit 200000001333095 Harold California State Disb	09/17/2020 PR Batch 00001.09.2020 Cali	424.61
Total for Check Number 10198:				424.61
10199	Kaiser 20200904PP18 20200918PP19	Public Agency Coalition Enterprise. ATTN PR Batch 00003.08.2020 Health ER Kaiser Insurance adjustment	09/17/2020 PR Batch 00003.08.2020 Hea	10,767.24 -754.20
Total for Check Number 10199:				10,013.04
10200	Keenan 20200904PP18 20200918PP19	Keenan & Associates PR Batch 00003.08.2020 Health ER EPO Insurance Adjustment	09/17/2020 PR Batch 00003.08.2020 Hea	62,892.90 10,701.68
Total for Check Number 10200:				73,594.58
10201	Keenan 20200730PP19	Keenan & Associates Insurance Adjustment	09/17/2020	4,438.52
Total for Check Number 10201:				4,438.52
10202	Lincoln 20200918PP19 20200918PP19 20200918PP19	Lincoln National Life Insurance Co (5H-26 PR Batch 00001.09.2020 Lincoln 457 Percentag PR Batch 00001.09.2020 Lincoln 457 Flat Amou PR Batch 00001.09.2020 Lincoln Roth Flat Amc	09/17/2020 PR Batch 00001.09.2020 Linc PR Batch 00001.09.2020 Linc PR Batch 00001.09.2020 Linc	612.49 800.00 225.00
Total for Check Number 10202:				1,637.49
10203	MidAmeri 20200918PP19	MidAmerica Admin & Retirement Solution PR Batch 00001.09.2020 Apple 457 Paid Call Pz	09/17/2020 PR Batch 00001.09.2020 App	4,190.42
Total for Check Number 10203:				4,190.42
10204	NatRetSo 20200918PP19 20200918PP19 20200918PP19 20200918PP19 20200918PP19	Nationwide Retirement Solution PR Batch 00001.09.2020 Nationwide Flat Amou PR Batch 00001.09.2020 Nationwide Roth Perce PR Batch 00001.09.2020 Nationwide Percentage PR Batch 00001.09.2020 Nationwide Roth Flat Insurance adjustment	09/17/2020 PR Batch 00001.09.2020 Nati PR Batch 00001.09.2020 Nati PR Batch 00001.09.2020 Nati PR Batch 00001.09.2020 Nati	1,980.00 136.96 3,016.64 30.00 388.98
Total for Check Number 10204:				5,552.58
10205	SBCProFF 20200918PP19	San Bernardino County Professional Firefig PP19 Batch 10445 Union Dues Local 935	09/17/2020 PR Batch 00001.09.2020 Unic	2,924.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 10205:				2,924.25
10206	SBCERA	SBC Employees' Retirement Association	09/17/2020	
	20200918PP19	Batch #10445 SBCERA EE General Tier1	PR Batch 00001.09.2020 SBC	389.62
	20200918PP19	PP19 Batch 10445 SBCERA ER Cont. T2 Lim	PR Batch 00001.09.2020 SBC	6,739.57
	20200918PP19	PP19 Batch 10445 SBCERA EE Safety Tier1	PR Batch 00001.09.2020 SBC	11,505.05
	20200918PP19	PP19 Batch 10445 Survivor SBCERA ER	PR Batch 00001.09.2020 Surv	25.65
	20200918PP19	PP19 Batch 10445 Survivor SBCERA Employee	PR Batch 00001.09.2020 Surv	25.65
	20200918PP19	PP19 Batch 10445 SBCERA ER Contribution	PR Batch 00001.09.2020 SBC	92,438.26
	20200918PP19	PP19 Batch #10445 SBCERA EE Tier 2	PR Batch 00001.09.2020 SBC	14,963.88
Total for Check Number 10206:				126,087.68
10207	MountBev	Mountain Beverage Service	09/24/2020	
	28585	Coffee Tea Sugar-Station 281-282-283		133.50
	28585	Coffee Tea Sugar-Station 281-282-283		47.00
Total for Check Number 10207:				180.50
10208	BadBear	Bad Bear Sportswear	09/24/2020	
	920025	Uniforms and clothing		567.84
	920028	Uniforms and clothing		840.45
Total for Check Number 10208:				1,408.29
10209	BVElect	Bear Valley Electric	09/24/2020	
	46862500000Sept	Station 282 -Garage		92.54
	52822500000Sept	Moonridge Station		49.65
	71922500000Sept	Station 282		1,358.36
Total for Check Number 10209:				1,500.55
10210	55BBCSD	Big Bear City CSD	09/24/2020	
	705	Reimb for greenfalls electric		327.67
	707	Reimburse for Paradise Internet		237.25
	708	Reimburse for security system at Paradise yard		619.31
	709	Reimburse for tons of Rock/Paradise		647.92
	710	Reimb for Calpers		1,050.00
Total for Check Number 10210:				2,882.15
10211	Charter	Charter Communications	09/24/2020	
	0321562091020			144.97
Total for Check Number 10211:				144.97
10212	DmytJ	Jason Dmytriw	09/24/2020	
	20200729	Reimburse for Training S-290		280.00
Total for Check Number 10212:				280.00
10213	LNCurtis	L N Curtis & Sons Inc	09/24/2020	
	422635	4Swivel adapter-1 adapter-4elbow adapter		708.56
Total for Check Number 10213:				708.56
10214	OrteC	Collin Ortega	09/24/2020	
	20200923	Reimburse for EMT Recert		107.00
Total for Check Number 10214:				107.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
10215	WinsL 20200923	Scanner 1 Station 284 Lease payment	09/24/2020	8,501.42
Total for Check Number 10215:				8,501.42
10216	SWGAS 1310010614Sept 13100544728 1310100800Sept 1310124447Sept 1311025129Sept 1311036404Sept 1311058455Sept 1311068264sept	Southwest Gas Corporation Boulder Bay Rathburn Station Station 282 Station 283 Station 282 Station 281 Station 285 Classroom	09/24/2020	11.00 14.53 116.13 27.51 28.74 99.08 23.99 11.00
Total for Check Number 10216:				331.98
10217	StapR 20200825	Robert Stapp Reimburse paramedic psych-test-School	09/24/2020	340.00
Total for Check Number 10217:				340.00
10218	TriTech 291160	TriTech Software Systems Ambulance billing platform	09/24/2020	622.23
Total for Check Number 10218:				622.23
10219	VeriWire 9862686720	Verizon Wireless Fire Department Phones	09/24/2020	1,759.54
Total for Check Number 10219:				1,759.54
10220	Roadside 8134 9201	Professional Roadside Assistance MA282C MA-281A	09/28/2020	650.00 650.00
Total for Check Number 10220:				1,300.00
10221	BBSaw 060037	BBC Saw Works Inc B-281 chainsaw fuel cap replacement	09/28/2020	9.26
Total for Check Number 10221:				9.26
10222	BVElect 84922500008Sept	Bear Valley Electric Station 283	09/28/2020	560.40
Total for Check Number 10222:				560.40
10223	BVPrint 7444 7453	Bear Valley Printing Envelopes Ambulance Service Envelopes	09/28/2020	458.48 383.05
Total for Check Number 10223:				841.53
10224	Grizzly 15669	Big Bear Grizzly BBFA20-05 Public Notices 9/16/20-9/29/20	09/28/2020	495.00
Total for Check Number 10224:				495.00
10225	BluShiel 20200922	Blue Shield of California 15231	09/28/2020	8.26

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10225:	8.26
10226	RadiLice 20200928	Business Radio Licensing processing fee	09/28/2020	95.00
			Total for Check Number 10226:	95.00
10227	Butc 870314 871011 871400	Butcher's Block & Building Material 1" forstner bit 2"x15' blk indus velcro 18" bolt/cable cutter	09/28/2020	11.20 37.70 26.93
			Total for Check Number 10227:	75.83
10228	DAC 01992	DAC Automated Gates & Garage Doors LI 281 gate-new slide gate operator w/battery backu	09/28/2020	3,860.00
			Total for Check Number 10228:	3,860.00
10229	DIY 4578 4603 4663 4695 4718	DIY Home Center coarse drywall screw, hardware misc shelving 5 shelf, dish cloth, washcloth, hand towel gas can auto off 2Gal 100pk splice 22-16, 50pk splice 12-10	09/28/2020	16.01 70.75 37.25 18.41 18.40
			Total for Check Number 10229:	160.82
10230	FiSafety 28106	Firefighters Safety Center cargo pant, leather belt	09/28/2020	229.03
			Total for Check Number 10230:	229.03
10231	LifeAssi 1036321 1036391 1037103	Life Assist Inc Pro X Bag, forcep child & adult, traction splint intubation module, trauma pack, extrication devi 32qty saline syringe 10 ml, DEFIB electrodes, IV	09/28/2020	1,391.87 110.28 2,145.45
			Total for Check Number 10231:	3,647.60
10232	MercTire 84325 84327 84437	Mercer Automotive & Tire 10 qty tires ME-283 tire mount and balance, recycling fee BC2807 lube, oil, filter	09/28/2020	7,958.26 2,287.21 553.59
			Total for Check Number 10232:	10,799.06
10233	MissLin 512851112 513025339 513113983 513296108	Mission Linen Supply Inc linen maint linen maint linen maint linen maint	09/28/2020	31.14 33.16 35.36 35.44
			Total for Check Number 10233:	135.10
10234	Mot 16120324	Motorola Solutions, Inc. APX6000 radio, smartzone operations, charger, c	09/28/2020	7,149.88
			Total for Check Number 10234:	7,149.88
10235	KBHR	Parallel Broadcasting Inc	09/28/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1070003292	Ambulance Memb. 7/1/2020-7/31/2020		218.40
	1080003292	Ambulance Memb. 8/1/2020-8/31/2020		235.20
Total for Check Number 10235:				453.60
10236	SWGAS 1311057153Sept	Southwest Gas Corporation training facility	09/28/2020	22.81
Total for Check Number 10236:				22.81
10237	NAPA 066588 066800 066848 066858 066957	Superior Automotive Warehouse Governor condnsr MA282B 8qty glow plug BC2806 fuel filter bushing tailgate, handle park brake	09/28/2020	28.00 95.44 152.23 57.03 60.53
Total for Check Number 10237:				393.23
10238	AmeriFid 20200821PP17 20200904PP18 20200904PP18 20200904PP18 20200904PP18 20200918PP19 20200918PP19 20200918PP19 20201002PP20 20201002PP20	American Fidelity Assurance PR Batch 00002.08.2020 Am Fidelity Pre Tax PR Batch 00003.08.2020 Long & Short Term Di PR Batch 00003.08.2020 Life Ins Flight PR Batch 00003.08.2020 Am Fidelity Pre Tax PR Batch 00003.08.2020 Am Fidelity After Tax PR Batch 00001.09.2020 Am Fidelity After Tax PR Batch 00001.09.2020 Am Fidelity Pre Tax PR Batch 00002.09.2020 Am Fidelity After Tax PR Batch 00002.09.2020 Long & Short Term Di	10/01/2020 PR Batch 00002.08.2020 Am PR Batch 00003.08.2020 Lon PR Batch 00003.08.2020 Life PR Batch 00003.08.2020 Am PR Batch 00003.08.2020 Am PR Batch 00001.09.2020 Am PR Batch 00001.09.2020 Am PR Batch 00002.09.2020 Am PR Batch 00002.09.2020 Lon	514.31 679.38 228.80 514.31 599.13 599.13 514.31 599.13 -275.72
Total for Check Number 10238:				3,972.78
10239	AmerFlex 20200904PP18 20200918PP19	American Fidelity Assurance Company PR Batch 00003.08.2020 Am Fidelity FSA Full PR Batch 00001.09.2020 Am Fidelity FSA Full	10/01/2020 PR Batch 00003.08.2020 Am PR Batch 00001.09.2020 Am	372.91 372.91
Total for Check Number 10239:				745.82
10240	Ameritas 20200807PP16 20201002PP20	Ameritas Life Insurance Corp PR Batch 00001.08.2020 Dental ER Insuarance Adjustment/ Dental ER	10/01/2020 PR Batch 00001.08.2020 Den	7,145.28 995.20
Total for Check Number 10240:				8,140.48
10241	Ameritas 20200807PP16 20201002PP20	Ameritas Life Insurance Corp PR Batch 00001.08.2020 Vision ER Insurance adjustment	10/01/2020 PR Batch 00001.08.2020 Visi PR Batch 00002.09.2020 Visi	1,117.56 182.16
Total for Check Number 10241:				1,299.72
10242	02Childs 200000000222Oct	CA State Disbursement Unit 200000000222045 McCurdy California State I	10/01/2020 PR Batch 00002.09.2020 Cali	307.38
Total for Check Number 10242:				307.38
10243	02Childs 200000001333Oct	CA State Disbursement Unit 200000001333095 California State Disbursem	10/01/2020 PR Batch 00002.09.2020 Cali	424.61
Total for Check Number 10243:				424.61
10244	Lincoln 20201002PP20	Lincoln National Life Insurance Co (5H-26 PR Batch 00002.09.2020 Lincoln Roth Flat Amo	10/01/2020 PR Batch 00002.09.2020 Linc	225.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	20201002PP20	PR Batch 00002.09.2020 Lincoln 457 Percentag	PR Batch 00002.09.2020 Linc	781.79
	20201002PP20	PR Batch 00002.09.2020 Lincoln 457 Flat Amou	PR Batch 00002.09.2020 Linc	800.00
Total for Check Number 10244:				1,806.79
10245	MidAmeri 20201002PP20	MidAmerica Admin & Retirement Solution PR Batch 00002.09.2020 Apple 457 Paid Call Pz	10/01/2020 PR Batch 00002.09.2020 App	4,276.60
Total for Check Number 10245:				4,276.60
10246	NatRetSo 20201002PP20 20201002PP20 20201002PP20 20201002PP20	Nationwide Retirement Solution PR Batch 00002.09.2020 Nationwide Flat Amou PR Batch 00002.09.2020 Nationwide Percentage PR Batch 00002.09.2020 Nationwide Roth Perce PR Batch 00002.09.2020 Nationwide Roth Flat	10/01/2020 PR Batch 00002.09.2020 Nati PR Batch 00002.09.2020 Nati PR Batch 00002.09.2020 Nati PR Batch 00002.09.2020 Nati	1,980.00 2,311.02 164.78 30.00
Total for Check Number 10246:				4,485.80
10247	SBCProFF 20201002PP20	San Bernardino County Professional Firefig PR Batch 00002.09.2020 Union Dues Local 935	10/01/2020 PR Batch 00002.09.2020 Uni	2,924.25
Total for Check Number 10247:				2,924.25
10248	ReliStan 20200904PP18 20200904PP18 20200904PP18 20201002PP20	Reliance Standard Life Insurance Co. PR Batch 00003.08.2020 Long Term Disability PR Batch 00003.08.2020 Short Term Disability PR Batch 00003.08.2020 Life and AD and D ER Insurance adjustment	10/01/2020 PR Batch 00003.08.2020 Lon PR Batch 00003.08.2020 Sho PR Batch 00003.08.2020 Life	868.91 1,200.18 689.00 310.10
Total for Check Number 10248:				3,068.19
10249	Texas 20200210PP20 20200904PP18 20200918PP19	Texas Life Insurance Company PR Batch 00002.09.2020 Texas Life Ins Post Tax PR Batch 00003.08.2020 Texas Life Ins Post Tax PR Batch 00001.09.2020 Texas Life Ins Post Tax	10/01/2020 PR Batch 00002.09.2020 Texa PR Batch 00003.08.2020 Texa PR Batch 00001.09.2020 Texa	-0.03 164.44 164.44
Total for Check Number 10249:				328.85
10250	MountBev 28593	Mountain Beverage Service St 281 & 283 Coffee/Cream	10/05/2020	85.50
Total for Check Number 10250:				85.50
10251	Ability 20M-0149810	Ability Network Inc. Ambulance Billing	10/05/2020	189.00
Total for Check Number 10251:				189.00
10252	AllStar 226766	All Star Fire Equipment SCBA Mask Protector/2, Fire Hoods/10	10/05/2020	552.11
Total for Check Number 10252:				552.11
10253	BadBear 920038	Bad Bear Sportswear Breast Cancer Emp T-Shirts	10/05/2020	2,171.16
Total for Check Number 10253:				2,171.16
10254	BVElect 10012020D 10012020E	Bear Valley Electric Station 284 Station 285	10/05/2020	5,506.16 515.53

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10254:	6,021.69
10255	Butc 871399 871404	Butcher's Block & Building Material Lumber, Joist Hanger, Concrete Pier Galv Deck Screws 8x2 1/2 1 lb (2)	10/05/2020	313.57 15.06
			Total for Check Number 10255:	328.63
10256	CAFire 01138	California Fire Chiefs Association Annual Membership Renewal thru 07/01/2021	10/05/2020	960.00
			Total for Check Number 10256:	960.00
10257	CaMedMnt 110120	California Medical Maintenance Healthcare Tech Management Program	10/05/2020	4,674.34
			Total for Check Number 10257:	4,674.34
10258	CarQuest 7558-377959	Car Quest Auto Parts Station 282 XTREME BLUE 0 DEG (4)	10/05/2020	9.44
			Total for Check Number 10258:	9.44
10259	Charter 0148579092620 0153686092720 0223364092820	Charter Communications 281 Cable 282 Internet 281fiberinternet	10/05/2020	126.45 515.09 1,374.00
			Total for Check Number 10259:	2,015.54
10260	ConnPump 23594	Connelly Pumping Services LLC Baldwin Holding Tank Pumping	10/05/2020	190.00
			Total for Check Number 10260:	190.00
10261	CovaE 542582-1	Elijah Covarrubio Transfer Meal Reimbursement	10/05/2020	14.82
			Total for Check Number 10261:	14.82
10262	Frontier 10012020A 10012020B 10012020C	Frontier Communications Station 282 Station 282 Station 283	10/05/2020	47.68 39.41 187.13
			Total for Check Number 10262:	274.22
10263	GlobStar 5830477	Globalstar Satellite Phone	10/05/2020	217.86
			Total for Check Number 10263:	217.86
10264	Inempire 20-156	Attn: Cart Recovery Dept Inland Empire H Annual Permit/Authorization Fee FY 2020-2021	10/05/2020	17,631.43
			Total for Check Number 10264:	17,631.43
10265	LifeAssi 1013160 1014893 1018146 1019757	Life Assist Inc Nitrile Exam Gloves XL Airways/50, Sharps Container/2, Catheters/200, Disinfectant Cloths/2 Nasopharyngeal Airway 28 fr/10	10/05/2020	96.98 667.12 302.58 41.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1019896	Catheters 16 GA/100, Catheters 14 GA/50		435.17
	1019904	Extrication Collars, Electrodes, Nitrile Gloves-M		1,973.09
	1038285	ET Tube Introducer/10		106.56
	1038387	Nitrile Exam Gloves-L		204.73
			Total for Check Number 10265:	3,827.93
10266	Lance 40031 40034	LSL CPAs 2020 Appropriations Limit AUP 2020 Government Audit (Year-End Fieldwork)	10/05/2020	357.00 7,840.00
			Total for Check Number 10266:	8,197.00
10267	Quill 10715697 9557329 9654172 9748778	Quill Corporation Adding Machine Tapes/2, Ruled Pads/12, Copy 1 Copy Paper, Napkins, Plastic Forks, Coffee Cup Index Cards/2 pks Brother Label Maker Tapes/2, Pilot Blue Pens/12	10/05/2020	86.17 250.40 6.44 98.02
			Total for Check Number 10267:	441.03
10268	RenisImg RIMA103274	Renaissance Imaging Medical Associates Emp Xray	10/05/2020	61.00
			Total for Check Number 10268:	61.00
10269	NAPA 067050 067128 067151 067179	Superior Automotive Warehouse Shop Supplies: Bulbs, Terminal Kit, Switch, 30 l MA-282: Condenser MA-282B Rotors, Fleet Pads, Seal, Rear Axle C ME-283 Socket & Driving Light Relay	10/05/2020	340.74 422.38 395.85 52.67
			Total for Check Number 10269:	1,211.64
10270	Ticer 1898518	Blake Ticer Transfer Meal Reimbursement	10/05/2020	22.63
			Total for Check Number 10270:	22.63
10271	ModSpace 8132691	Williams Scotsman, Inc. Temp Office Space Rental	10/05/2020	420.77
			Total for Check Number 10271:	420.77
10272	ATT 10062020a	AT & T Corp 281 Fax Line	10/07/2020	72.66
			Total for Check Number 10272:	72.66
10273	BVElect 10062020b	Bear Valley Electric 281 Electric Service	10/07/2020	1,803.91
			Total for Check Number 10273:	1,803.91
10274	BVTreeC 10062020c 10062020c	Bear Valley Tree Care Dead Tree Removal Dead Tree Removal	10/07/2020	300.00 300.00
			Total for Check Number 10274:	600.00
10275	55BBCSD 934250	Big Bear City CSD H285	10/07/2020	124.74

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10275:	124.74
10276	55BBCSD 935245 935246	Big Bear City CSD 282 Dumpster 283 Dumpster	10/07/2020	269.88 180.67
			Total for Check Number 10276:	450.55
10277	Butc 874285	Butcher's Block & Building Material Utility Door Lock	10/07/2020	6.45
			Total for Check Number 10277:	6.45
10278	CaMedMnt 100120	California Medical Maintenance Healthcare Techn Mgmt Program 10/01/20-11/01	10/07/2020	3,284.00
			Total for Check Number 10278:	3,284.00
10279	CarQuest 7558-379246	Car Quest Auto Parts E-283 Headlights	10/07/2020	26.51
			Total for Check Number 10279:	26.51
10280	Charter 4775100120	Charter Communications 283 Cable/Internet	10/07/2020	0.87
			Total for Check Number 10280:	0.87
10282	CovaE 409006	Elijah Covarrubio Transfer Meal Reimbursement	10/07/2020	25.82
			Total for Check Number 10282:	25.82
10283	CrossCom 2020-9-24 BBF	Cross Connections Emergency Services, Inc C2800 New Vehicle Communications Equip	10/07/2020	1,587.44
			Total for Check Number 10283:	1,587.44
10284	DIY 3725 4802 4827 4840	DIY Home Center Painting Supplies Storage Boxes/Dryer Vent/Aux Cables Comm Hook/Staples/Linoleum Knife/Dowel 10/Scour Sticks	10/07/2020	90.11 65.82 24.69 40.63
			Total for Check Number 10284:	221.25
10285	Ubelteo 3117	Ecir Inc 6/Uniform Belts	10/07/2020	100.41
			Total for Check Number 10285:	100.41
10286	Frontier 10062020e	Frontier Communications Station 281	10/07/2020	24.16
			Total for Check Number 10286:	24.16
10287	Galls BC1196661	Galls LLC 4/Responder Parkas	10/07/2020	950.95
			Total for Check Number 10287:	950.95
10288	HutchinD	Dawn Hutchinson	10/07/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	10072020h	August Complex Fire Travel Expense Reimburse		244.82
	10072020i	August Complex Fire Travel Expense Reimburse		419.18
Total for Check Number 10288:				664.00
10290	Lavo 10072020j	Larry Lavogue July Complex Fire Expense Reimbursement	10/07/2020	721.00
Total for Check Number 10290:				721.00
10291	Haupt 10062020f 10062020f	Moonridge Fuel Ambulance Fuel Fire Fuel	10/07/2020	1,500.19 1,500.19
Total for Check Number 10291:				3,000.38
10292	MoreTad 10072020k 10072020l	Tad Morelock July Complex Fire Travel Expense Reimburseme Lake Fire Travel Expense Reimbursement	10/07/2020	915.97 196.30
Total for Check Number 10292:				1,112.27
10293	NFPASubs 2647633	NFPA NFPA Subscription FY20/21	10/07/2020	175.00
Total for Check Number 10293:				175.00
10294	04BBFA 409005	Petty Cash Petty Cash Reimbursement	10/07/2020	19.40
Total for Check Number 10294:				19.40
10295	SamEnt 665848	Sam's Enterprises Ambulance Oxygen	10/07/2020	324.00
Total for Check Number 10295:				324.00
10296	SavaB 10072020g	Brian Savage August Complex Fire Travel Expense Reimburse	10/07/2020	307.56
Total for Check Number 10296:				307.56
10297	SWGAS 10062020	Southwest Gas Corporation Training Facility Natural Gas Services	10/07/2020	11.00
Total for Check Number 10297:				11.00
10298	NAPA 067173 067174 067226 067458 067459 067461 067462 067463 067511 067763 067849 067921 067923 507097	Superior Automotive Warehouse ME-283 Air Brake Hose Credit for Condenser purchased 09/18/2020 Invoi Shop Tool Elec Refrig Scale ME-282 2/Couplings and 9/Fittings T-281 Oil and Fuel Filters ME-282 2/Couplings and 9/Fittings ME-282 Oil Filter and Fuel Filter FR-281 Oil Filter and Fuel Filter MA-282B Brake Shoe/Brake Fluid/4-Wheel Nut MA-282B BRKT CAL MA-282B BRKT CAL ME-283 2/Fans BC-2805 Rotors/Brake Pads/Oil & Air Filters/Oi ME-283 Air Brake Hose	10/07/2020	27.97 -95.44 285.54 113.13 92.21 79.71 114.40 23.72 429.58 146.15 -146.15 95.90 424.03 26.67

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10298:	1,617.42
10299	Amazon	Syncb/Amazon	10/07/2020	
	0009661CM-04	Refund		-18.01
	434776936465	Peak Design Tech Pouch & 20 Sticky Gel Pads		76.44
	435438767633	Refund		-11.63
	439769834676	iPhone Headphone Adapter		10.76
	445454344765	Dishwasher Detergent Gel		36.18
	445686537899	12V 20Ah Lithium 10-year Lifetime Rechargeab		200.40
	445834893998	77 inch Tripod for Camera/Phone (Part 2)		73.52
	446536484494	3/48-count AA Alkaline Batteries (Wildfire)		61.86
	447575657635	2/iPhone Headphone Adapters		12.81
	449458884643	Refund		-30.68
	455685934664	Jackery Portable Power Station w/Back-up Powe		161.61
	464964744377	Refund		-53.86
	466789474885	48 AAA Alkaline Batteries (Stations)		16.58
	487379586335	2/Grounded Electrical Outlet Swivel Wall Adapte		12.92
	543479553939	Refund		-16.05
	543987343877	Refund		-25.84
	544735363867	Refund		-57.10
	559694865665	Bluetooth Conference Speakerphone w/6 Microp		106.67
	574985559858	77 inch Tripod for Camera/Phone (Part 1)		9.44
	575875534449	3/Daily Foam Cannons/Connector/5 Pressurer N		60.93
	634853859568	Spray Nine Heavy Duty Cleaner		49.12
	645794345775	Outdoor Wide-Band Omni-Directional Antenna,		301.58
	645856755466	Fabric Softner Sheets		15.33
	668899457944	2/Microphone Converter Audio Cable Adapters		23.68
	678333997734	Refund		-107.14
	684439488368	2/3-pk HDMI Adapters & 2 VGA Adapters		53.08
	695955447458	Computer Headset w/Microphone		39.86
	735398596436	Brother High Yield Black Toner Cartridge		79.78
	754676874694	48 AAA Alkaline Batteries (Stations)		16.58
	754893469769	USB Powered Computer Speaker		21.54
	763534746684	Portable Battery Operated Mini Spot Welder Ma		32.14
	769893643959	Samdi Sim Card Adapter Kit		4.27
	776448478766	Refund		-96.96
	849645944543	VGA Adapter/Converter, Antenna/Cell Phone Bc		52.58
	856463595344	Mob Armor Tab Magnetic Mount		107.14
	894344638995	Chief's Tactical Boots		87.27
	897883546394	2/Wireless Mobile Mouse		36.62
	933648567688	Station 282 TV Wall Mount Bracket		32.31
	948879857777	5/144-count AA Alkaline Batteries (Wildfire)		256.20
	955775395876	iPad Tripod Mount Adapter		19.38
	957538476779	iPhone USB Car Charger		16.15
	978776593473	2/Wireless Remote Presentation Clickers		19.38
	984385868934	Computer Headset w/Micphone		39.86
			Total for Check Number 10299:	1,726.70
10300	Teleflex	c/o Teleflex Funding, LLC Teleflex, LLC	10/07/2020	
	6572336	5 bx/EZ-IO 25mm Needle		1,200.75
			Total for Check Number 10300:	1,200.75
10301	CounTeam	The Counseling Team International	10/07/2020	
	77303	Employee Support Services		500.00
			Total for Check Number 10301:	500.00
10303	Ticer	Blake Ticer	10/07/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10312:	1,006.50
10313	Butc 876863	Butcher's Block & Building Material Misc Bolts, Nuts, Washers, Sash Lift 4" Zinc	10/14/2020	27.44
			Total for Check Number 10313:	27.44
10314	04DWP 10132020b 10132020c 10132020d 10132020e	CBBL Dept of Water 281 Water Service 281 Fire Service Chg Boulder Bay Station Water Service Moonridge Station Water Service	10/14/2020	201.60 11.20 55.10 55.10
			Total for Check Number 10314:	323.00
10315	Charter 0216731101120 0294199100120	Charter Communications Grant Phones 283 Phones	10/14/2020	102.02 110.12
			Total for Check Number 10315:	212.14
10316	CovaE 410075	Elijah Covarrubio Ambulance Transfer Meal Reimbursement	10/14/2020	13.75
			Total for Check Number 10316:	13.75
10317	DIY 4797 4927	DIY Home Center Tools: Rigid Filter & Center Punch 20/Gallons Propane Fuel	10/14/2020	75.61 77.39
			Total for Check Number 10317:	153.00
10318	MissLin 10132020g	Mission Linen Supply Inc Shop Linens	10/14/2020	168.17
			Total for Check Number 10318:	168.17
10319	MoreTad 10132020h 10132020i	Tad Morelock Mutual Aid August Complex Fire Travel Reimbu Mutual Aid August Complex Fire Travel Reimbu	10/14/2020	287.50 664.12
			Total for Check Number 10319:	951.62
10320	Neopost 10132020 10132020	Quadient Finance USA,Inc Postage/Fire Postage/Ambulance	10/14/2020	128.35 140.50
			Total for Check Number 10320:	268.85
10322	StapR 10132020k 42226973844	Robert Stapp Training Reimbursement Training Reimbursement Paramedic Application	10/14/2020	275.00 85.00
			Total for Check Number 10322:	360.00
10323	napa 068021 068022	Superior Automotive Warehouse R 282 MC Lamp ME 282 Air Filter	10/14/2020	10.93 236.62
			Total for Check Number 10323:	247.55
10324	UngerD	Dylan Unger	10/14/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	410075	Ambulance Transfer Meal Reimbursement		30.00
			Total for Check Number 10324:	30.00
10325	WagnL 10132020L	Luke Wagner Mutual Aid Glass Fire Travel Reimbursement 9/	10/14/2020	397.42
			Total for Check Number 10325:	397.42
10326	WaltW 9447	William Walthers Ambulance Transfer Meal Reimbursement	10/14/2020	15.00
			Total for Check Number 10326:	15.00
10327	Waxie 79355882 79369589	Waxie Sanitary Supply 2 cases/Vinyl & Leather Restorer 1 Case/Glass & Surface Cleaner	10/14/2020	84.57 259.91
			Total for Check Number 10327:	344.48
10328	WalshLa 200731	Larry Walsh 7/7/20 FA Special Meeting	10/15/2020	130.00
			Total for Check Number 10328:	130.00
10329	02ChildS 20201016PP21	CA State Disbursement Unit PP21 200000001333095 Harold California State	10/19/2020 PR Batch 00001.10.2020 Cali	424.61
			Total for Check Number 10329:	424.61
10330	Kaiser 20201002PP20	Public Agency Coalition Enterprise. ATTN PR Batch 00002.09.2020 Health ER Kaiser	10/19/2020 PR Batch 00002.09.2020 Hea	10,767.24
			Total for Check Number 10330:	10,767.24
10331	Keenan 20201002PP20 20201016PP21	Keenan & Associates PR Batch 00002.09.2020 Health ER EPO insurance Adjustment	10/19/2020 PR Batch 00002.09.2020 Hea	64,210.02 7,408.85
			Total for Check Number 10331:	71,618.87
10332	Lincoln 20201016PP21 20201016PP21 20201016PP21	Lincoln National Life Insurance Co (5H-26 PR Batch 00001.10.2020 Lincoln 457 Percentag PR Batch 00001.10.2020 Lincoln Roth Flat Amc PR Batch 00001.10.2020 Lincoln 457 Flat Amou	10/19/2020 PR Batch 00001.10.2020 Linc PR Batch 00001.10.2020 Linc PR Batch 00001.10.2020 Linc	747.48 225.00 800.00
			Total for Check Number 10332:	1,772.48
10333	MidAmeri 20201016PP21	MidAmerica Admin & Retirement Solution PR Batch 00001.10.2020 Apple 457 Paid Call Pe	10/19/2020 PR Batch 00001.10.2020 App	5,401.80
			Total for Check Number 10333:	5,401.80
10334	NatRetSo 20201016PP21 20201016PP21 20201016PP21 20201016PP21	Nationwide Retirement Solution PR Batch 00001.10.2020 Nationwide Roth Perce PR Batch 00001.10.2020 Nationwide Percentage PR Batch 00001.10.2020 Nationwide Flat Amou PR Batch 00001.10.2020 Nationwide Roth Flat	10/19/2020 PR Batch 00001.10.2020 Nati PR Batch 00001.10.2020 Nati PR Batch 00001.10.2020 Nati PR Batch 00001.10.2020 Nati	215.06 1,802.01 1,955.00 30.00
			Total for Check Number 10334:	4,002.07
10335	SBCProFF 20201016PP21	San Bernardino County Professional Firefig PR Batch 00001.10.2020 Union Dues Local 935	10/19/2020 PR Batch 00001.10.2020 Unic	2,924.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 10335:				2,924.25
10336	SBCERA	SBC Employees' Retirement Association	10/19/2020	
	20201016PP21	PR Batch 00001.10.2020 Survivor SBCERA Em	PR Batch 00001.10.2020 Surv	24.30
	20201016PP21	PP21 Batch#10447 SBCERA EE General Tier1	PR Batch 00001.10.2020 SBC	389.62
	20201016PP21	PP21 Batch#10447 SBCERA EE Tier 2	PR Batch 00001.10.2020 SBC	14,858.45
	20201016PP21	PR Batch 00001.10.2020 SBCERA ER Cont. T2	PR Batch 00001.10.2020 SBC	6,739.57
	20201016PP21	PP21 Batch#10447 SBCERA EE Safety Tier1	PR Batch 00001.10.2020 SBC	11,302.21
	20201016PP21	PP21 Batch#10447 Survivor SBCERA ER	PR Batch 00001.10.2020 Surv	24.30
	20201016PP21	PP21 Batch#10447 SBCERA ER Contribution	PR Batch 00001.10.2020 SBC	91,206.40
Total for Check Number 10336:				124,544.85
10337	SBCERA	SBC Employees' Retirement Association	10/19/2020	
	20200210PP20	PR Batch 00002.09.2020 SBCERA EE Tier 2	PR Batch 00002.09.2020 SBC	4,187.29
	20200210PP20	PR Batch 00002.09.2020 SBCERA EE Safety Ti	PR Batch 00002.09.2020 SBC	11,814.70
	20200210PP20	PR Batch 00002.09.2020 SBCERA ER Contribu	PR Batch 00002.09.2020 SBC	52,466.52
	20200210PP20	PR Batch 00002.09.2020 Survivor SBCERA Em	PR Batch 00002.09.2020 Surv	27.00
	20200210PP20	PR Batch SBCERA EE General Tier1	PR Batch 00002.09.2020 SBC	876.64
	20200210PP20	PR Batch 00002.09.2020 SBCERA ER Cont. T2	PR Batch 00002.09.2020 SBC	6,739.57
	20201002PP20	PR Batch 00002.09.2020 Survivor SBCERA ER	PR Batch 00002.09.2020 Surv	25.65
Total for Check Number 10337:				76,137.37
10338	AdminSvc 11114781	Administrative Services Inc Copystar CS4053ci Copier System	10/22/2020	694.03
Total for Check Number 10338:				694.03
10339	AdriRomo 102120U	Adrienne Romo Ambulance Overpayment Reimbursement Acct #	10/22/2020	110.70
Total for Check Number 10339:				110.70
10340	AllStar 227198	All Star Fire Equipment 15/Red Reflective Helmet Strips	10/22/2020	36.69
Total for Check Number 10340:				36.69
10341	AlliMech 75338	Allison Mechanical Inc FS 281 Replace/install new belimo actuator for d	10/22/2020	1,992.58
Total for Check Number 10341:				1,992.58
10342	Thomgas 3112592763	AmeriGas Propane for Baldwin FS	10/22/2020	337.80
Total for Check Number 10342:				337.80
10343	BVElect 102120B	Bear Valley Electric Electric Usage Moonridge FS	10/22/2020	58.60
Total for Check Number 10343:				58.60
10344	55BBCSD 102120 102120A	Big Bear City CSD Water Usage Training Center Water Usage FS 283	10/22/2020	81.54 98.34
Total for Check Number 10344:				179.88
10345	55BBCSD	Big Bear City CSD	10/22/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	714	Rebel Oil Invoice #7005650 Fire Portion		1,206.89
	714	Rebel Oil Invoice #7005650 Ambulance Portion		1,188.11
Total for Check Number 10345:				2,395.00
10346	BraunNW 30155	Braun NW, Inc. 2020 North Star Ambulance Purchase	10/22/2020	166,828.25
Total for Check Number 10346:				166,828.25
10347	Charter 015372092720 0321562101020	Charter Communications FS 281 Ethernet Intrastate MBPS Baldwin FS Internet/Phone	10/22/2020	515.08 144.97
Total for Check Number 10347:				660.05
10349	52Confir 2021-022 2021-022 2021-022 2021-035	Confire JPA Adm Dispatch/Tech/Radio/Info Svs Oct-Dec 202 Adm Dispatch/Tech/Radio/Info Svs Oct-Dec 202 Adm Dispatch/Tech/Radio/Info Svs Oct-Dec 202 1/IBR900 Router w/WiFi (600Mbps Modem), 5-	10/22/2020	5,653.00 16,959.02 45,224.03 1,184.09
Total for Check Number 10349:				69,020.14
10350	ConnPump 23640	Connelly Pumping Services LLC Balwin FS Holding Tank Pumping	10/22/2020	190.00
Total for Check Number 10350:				190.00
10351	CovaE 411159	Elijah Covarrubio Ambulance Transfer Meal Reimbursement	10/22/2020	14.82
Total for Check Number 10351:				14.82
10352	Pribnow 102120V	Dawn Marie Pribnow SRA Hazardous Tree Removal Grant Property O	10/22/2020	1,000.00
Total for Check Number 10352:				1,000.00
10353	Almaraz 102120W	Dr. James W. Almaraz, OD, Inc. Evaluation & Manage Level 4 Eye Exam/Hoss	10/22/2020	145.00
Total for Check Number 10353:				145.00
10354	GlobStar 6995677	Globalstar Satellite Phone Service	10/22/2020	220.77
Total for Check Number 10354:				220.77
10355	HealthyF 101420	Healthy Firefighters USA Annual Employee Blood Draws	10/22/2020	17,760.00
Total for Check Number 10355:				17,760.00
10356	IntrBill RV92489	Interstate Billing Service, Inc. So CA Fleet Svs: Electrical Door Switch	10/22/2020	46.91
Total for Check Number 10356:				46.91
10357	Kimbro 530230 53158	Jerry Kimbro Coil Valves Tested/Replaced Tested/Replaced Rollers/Belt/Idler Pulley	10/22/2020	40.95 184.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10357:	225.52
10358	KMEFireA ca 553939 ca 553970 ca 554023 ca 554024	Kovatch Mobile Equipment ME-5966 Parts/Condenser Fan Assembly & 16" T-281 Parts/Slide Pads ME-5966 Road Service Call/Replace Slack Adju ME-4185 Road Service Call/Replace Air Drier &	10/22/2020	370.64 451.17 1,307.86 919.31
			Total for Check Number 10358:	3,048.98
10359	McFaMelo 102120K	Melody A. McFadden Ambulance Billing Services	10/22/2020	400.00
			Total for Check Number 10359:	400.00
10360	Meridian 102120T	Meridian Resource Company Ambulance Overpayment Reimbursement Acct #	10/22/2020	1,771.22
			Total for Check Number 10360:	1,771.22
10361	MilsFam 102120L	Milstead Family Trust BV Hazardous Tree Removal Grant Property Ow	10/22/2020	800.00
			Total for Check Number 10361:	800.00
10362	MoreTad 102120M	Tad Morelock Mutual Aid Travel Reimbursement/Creek Fire 05	10/22/2020	340.40
			Total for Check Number 10362:	340.40
10363	MossBros B1CS686063	Moss Bros Auto Group MA-9227 Replace Brake Lamp Switch Sensors	10/22/2020	619.69
			Total for Check Number 10363:	619.69
10364	OrteC 102120P 102120Q	Collin Ortega Paramedic License Reimbursement EMT-P Reverification Reimbursement	10/22/2020	225.00 70.00
			Total for Check Number 10364:	295.00
10365	SWGAs 102120C 102120D 102120E 102120F 102120G 102120H 102120I 102120J	Southwest Gas Corporation Natural Gas Service Paradise Training Classroom Natural Gas Service Air Ops Station Natural Gas Service Moonridge FS Natural Gas Service FS 281 Natural Gas Service FS 282 Main Station Natural Gas Service FS 282 Garage Natural Gas Service FS 283 Natural Gas Service Boulder Bay FS	10/22/2020	11.00 24.27 46.05 198.96 120.82 35.14 26.70 11.00
			Total for Check Number 10365:	473.94
10366	StapR 102120R	Robert Stapp EMT Recertification Reimbursement	10/22/2020	107.00
			Total for Check Number 10366:	107.00
10367	WaltW 411114	William Walthers Ambulance Transfer Meal Reimbursement	10/22/2020	30.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 10367:	30.00
10368	Abad 102120S	Zernan & Karina Abad BV Hazardous Tree Removal Grant Property Ow	10/22/2020	1,000.00
			Total for Check Number 10368:	1,000.00
10370	NAPA BB 509722 510240 510375 510388 510866 511618 511931	NAPA Auto Parts 5 qts Oil MA-9227 Headlight Bulb Tools: Ratchet Set Ambulance Boxed Capsules ME-283 Primary Wires BC2806 Drain Plug T-281 RTV Silicone & 5 Qts/Transflu	10/27/2020	41.57 16.15 49.50 1.62 42.10 26.28 41.96
			Total for Check Number 10370:	219.18
10371	Ability 20M-0166392	Ability Network Inc. Ambulance Billing Services	10/27/2020	198.45
			Total for Check Number 10371:	198.45
10372	AlliMech 20-16522	Allison Mechanical Inc FS281 Heating Unit Repair	10/27/2020	646.16
			Total for Check Number 10372:	646.16
10373	BVElect 10262020A 10262020B 10262020C	Bear Valley Electric Electric Service FS 283 Electric Service FS 282 Station Electric Service FS 282 Garage	10/27/2020	432.42 1,150.19 65.92
			Total for Check Number 10373:	1,648.53
10374	Butc 862775 874677 878674 880489	Butcher's Block & Building Material Lumber FS 282 Misc 4/Connectors 4/Armored Plugs Green Electrical Tape 3/4x60	10/27/2020	445.88 62.69 60.25 3.22
			Total for Check Number 10374:	572.04
10375	CarQuest 7558-364743 7558-379505 7558-380492	Car Quest Auto Parts MA282 2/Calif Acpro Chrg Kit MA-282A Coolant MA282 2/Calif Acpro Chrg Kit	10/27/2020	126.46 36.61 121.33
			Total for Check Number 10375:	284.40
10376	Carrot 47914400	Carrot-Top Industries Inc 4/6x10 Polyester U.S. Flags	10/27/2020	348.87
			Total for Check Number 10376:	348.87
10377	HealComm 10262020D 10262020E	Community Health Group-Claims Overpmt Acct 18126354 Roney Overpmt Acct 18111372 Trujillo	10/27/2020	118.20 118.20
			Total for Check Number 10377:	236.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
10378	DIY	DIY Home Center	10/27/2020	
	5034	FS281 Funnel/2-Gr Elect Tape		5.31
	5085	FS282 3/1"x60 Heavy Duty Mr. Clr		14.51
	5086	FS2812 5/18"x4' Blk Sol Grip Liner		38.74
	5136	FS282 PC Dripper/Adhesive/Misc Parts		47.07
	5154	FS282 2/2WS 3W Dec Sw Boxd		8.32
	5192	FS282 Adhesive/2-Cold Shuts		8.60
	5269	FS283 Flag Pole Brkt/Hardware/Cleaning Suppli		34.87
			Total for Check Number 10378:	157.42
10379	Klaus 17222788	Dorothy Klausman Overpmt Acct #17222788	10/27/2020	97.12
			Total for Check Number 10379:	97.12
10380	Ubeltco 3146	Ecir Inc 3/4" Uniform Belt w/Wire Buckel	10/27/2020	71.94
			Total for Check Number 10380:	71.94
10381	Frontier 10262020F 10262020G 10262020H 10262020I	Frontier Communications FS282 Data/Phone Services FS282 Data/Phone Services FS283 Data/Phone Services FS281 Data/Phone Services	10/27/2020	39.81 46.79 185.53 -19.66
			Total for Check Number 10381:	252.47
10382	Galls BC1213024	Galls LLC 1/Mens Parka 2/Mens Pants	10/27/2020	362.17
			Total for Check Number 10382:	362.17
10383	LifeAssi 1010568 1024938 1028170 1032464 1038388 1039171 1039950 1039951 1041725 1044390 1044855 1045081 1045126 1045434	Life Assist Inc Pedi-Cap CO2 Detector 3/Ondansetron, 4mg, 2ml, Vial 2 boxes/100 Syringes, Luer Lock 3cc 3/Glucagen w/Dilutent & 1 cs/Sodium Chloride : 1 cs/1000 Lg EC Nitrile Exam Glove Trauma Pack/Ferno KED Extrication Device Brass Hsing Flow Meter/Gr Barb for Regulator Endotrach Stylettes/Extrication Collars/Nitrile G Exam Gloves/Sharps Containers/Catheters/Limb Trauma Pack Transexamic Acid/Naloxone Syringes/Albuterol/I Gauze/Defib Electrodes/Syringes/Dressings/Bag 4/Limb Holders 2 bxs/200 Lancets	10/27/2020	66.46 138.00 28.96 906.00 258.60 147.89 163.34 498.45 1,480.29 151.05 832.63 1,301.21 51.16 173.48
			Total for Check Number 10383:	6,197.52
10384	Quill 10990895 10994406 11474807	Quill Corporation Sheet Protectors Postit Flags/Bond Paper/Dab n Seals File Folders/Pens/Bndr Clips/Copy Paper/Hand :	10/27/2020	15.07 83.74 451.48
			Total for Check Number 10384:	550.29
10385	SafetyK 83958762	Safety-Kleen Service Parts Washer	10/27/2020	378.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	84232563-200465	Parts Washer Service		191.26
			Total for Check Number 10385:	570.01
10386	StapR 171	Robert Stapp Ambulance Transfer Meal Reimbursement	10/27/2020	13.45
			Total for Check Number 10386:	13.45
10387	NAPA 068069 068417 068526 068653 068927	Superior Automotive Warehouse Shop Supplies: Utility Rolls 2009 Dodge Sprinter Capsules WT-282 Fog Lamps Shop Supplies: 2/Battery Cleaner, 2/Protect, and MA-283C Pigtails Sockets	10/27/2020	93.71 26.93 17.41 60.08 24.81
			Total for Check Number 10387:	222.94
10388	CounTeam 77406	The Counseling Team International Psychological Assessments	10/27/2020	300.00
			Total for Check Number 10388:	300.00
10389	TriTech 295220	TriTech Software Systems Ambulance Billing Platform	10/27/2020	577.48
			Total for Check Number 10389:	577.48
10390	VeriWire 9864774778	Verizon Wireless Fire Department Issued Phones	10/27/2020	1,762.95
			Total for Check Number 10390:	1,762.95
10391	Waxie 79546018 79546038 79556900	Waxie Sanitary Supply 3 cases/Disinfectants/Cleaning Products & 2/Dis Lysol/Truck Wash/Glass Cleaner/Kleenline Kitchen Cleaning Supplies	10/27/2020	409.64 258.62 169.70
			Total for Check Number 10391:	837.96
10392	AmeriFid 20201002PP20 20201002PP20 20201002PP20 20201016PP21 2020116PP21 220201030PP22	American Fidelity Assurance PR Batch 00002.09.2020 Long & Short Term Di PR Batch 00002.09.2020 Am Fidelity Pre Tax PR Batch 00002.09.2020 Life Ins Flight PR Batch 00001.10.2020 Am Fidelity Pre Tax PR Batch 00001.10.2020 Am Fidelity After Tax Insurance Adjustment	10/28/2020 PR Batch 00002.09.2020 Lon PR Batch 00002.09.2020 Am PR Batch 00002.09.2020 Life PR Batch 00001.10.2020 Am PR Batch 00001.10.2020 Am	852.98 514.31 293.80 514.31 599.13 -0.01
			Total for Check Number 10392:	2,774.52
10393	AmeriFlex 20201002PP20 20201016PP21	American Fidelity Assurance Company PR Batch 00002.09.2020 Am Fidelity FSA Full PR Batch 00001.10.2020 Am Fidelity FSA Full	10/28/2020 PR Batch 00002.09.2020 Am PR Batch 00001.10.2020 Am	372.91 372.91
			Total for Check Number 10393:	745.82
10394	Ameritas 20200904PP18 20201030PP22	Ameritas Life Insurance Corp PR Batch 00003.08.2020 Dental ER Insurance Adjustment	10/28/2020 PR Batch 00003.08.2020 Den	7,178.48 561.32
			Total for Check Number 10394:	7,739.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
10395	Ameritas 20200904PP18 20201030PP22	Ameritas Life Insurance Corp PR Batch 00003.08.2020 Vision ER Insurance Adjustment	10/28/2020 PR Batch 00003.08.2020 Visi	1,141.60 82.80
Total for Check Number 10395:				1,224.40
10396	02ChildS 20201030PP22	CA State Disbursement Unit 200000001333095 Harold California State Disb	10/28/2020 PR Batch 00002.10.2020 Cali	424.61
Total for Check Number 10396:				424.61
10397	Lincoln 20201030PP22 20201030PP22 20201030PP22	Lincoln National Life Insurance Co (5H-26 PR Batch 00002.10.2020 Lincoln 457 Flat ER PR Batch 00002.10.2020 Lincoln 457 Flat Amou PR Batch 00002.10.2020 Lincoln 457 Percentag	10/28/2020 PR Batch 00002.10.2020 Linc PR Batch 00002.10.2020 Linc PR Batch 00002.10.2020 Linc	3,664.63 2,085.37 412.54
Total for Check Number 10397:				6,162.54
10398	MidAmeri 20201030PP22	MidAmerica Admin & Retirement Solution PR Batch 00002.10.2020 Apple 457 Paid Call Pa	10/28/2020 PR Batch 00002.10.2020 App	4,557.10
Total for Check Number 10398:				4,557.10
10399	NatRetSo 20201030PP22 20201030PP22 20201030PP22	Nationwide Retirement Solution PR Batch 00002.10.2020 Nationwide Percentage PR Batch 00002.10.2020 Nationwide Flat Amou PR Batch 00002.10.2020 Nationwide Roth Perce	10/28/2020 PR Batch 00002.10.2020 Nati PR Batch 00002.10.2020 Nati PR Batch 00002.10.2020 Nati	1,905.48 1,935.00 263.56
Total for Check Number 10399:				4,104.04
10400	SBCERA 20201030PP22 20201030PP22 20201030PP22 20201030PP22 20201030PP22 20201030PP22 20201030PP22 20201030PP22	SBC Employees' Retirement Association PP22 Batch10448 SBCERA EE Safety Tier1 PR Batch 00002.10.2020 SBCERA ER Cont. T2 PP22 Batch10448 SBCERA EE General Tier1 PP22 Batch10448 Survivor SBCERA Employee PP22 Batch10448 SBCERA EE Tier 2 PR Batch 00002.10.2020 SBCERA ER Contribu PP22 Batch#10448 SBCERA Suvivor Insurance Adjustment	10/28/2020 PR Batch 00002.10.2020 SBC PR Batch 00002.10.2020 SBC PR Batch 00002.10.2020 SBC PR Batch 00002.10.2020 Surv PR Batch 00002.10.2020 SBC PR Batch 00002.10.2020 SBC PR Batch 00002.10.2020 SBC	11,130.31 3,074.94 389.62 24.30 13,762.40 90,661.34 24.30 2,431.10
Total for Check Number 10400:				121,498.31
10401	Texas 20200210PP20 20201016PP21 20201030PP22	Texas Life Insurance Company PR Batch 00002.09.2020 Texas Life Ins Post Tax PR Batch 00001.10.2020 Texas Life Ins Post Tax Insurance adjustment	10/28/2020 PR Batch 00002.09.2020 Texa PR Batch 00001.10.2020 Texa	164.44 164.44 -0.03
Total for Check Number 10401:				328.85
Report Total (306 checks):				1,924,818.35

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
OCTOBER 6, 2020**

A Regular Meeting of the Big Bear Fire Authority was called to order by Chairman Green at 5:02 p.m., Tuesday, October 6, 2020, via Teleconference pursuant to Governor Newsom's Executive Orders N-25-20 and N-29-20.

OPEN SESSION

Moment of Silence: Observed, recognizing the fallen Hot Shot in the El Dorado Fire

Board Members Present: Chairman John Green
Vice Chairman David Caretto
Director Bob Jackowski
Director Bill Jahn
Director Rick Herrick
Director Karyn Oxandaboure
Director Randall Putz
Director John Russo
Director Larry Walsh
Director Al Ziegler

Board Members Absent: None

Others Present: Jeff Willis, Fire Chief
Mike Maltby, Assistant Chief/Fire Marshal
Dawn Marschinke, Board Secretary
Kristin Mandolini, Senior Finance Officer
Authority Counsel, Joseph Sanchez

OPEN SESSION

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed:

- Wednesday, November 11, 2020 in observance of Veterans Day and will re-open on Thursday, November 12, 2020 at 8:00 a.m.

- Thursday, November 26, 2020 in observance of Thanksgiving and will re-open on Monday, November 30, 2020 at 8:00 a.m.

PRESENTATIONS

None

EMAILED PUBLIC COMMUNICATIONS

None

DIRECTORS' GENERAL ANNOUNCEMENTS

Director Walsh commented that thanks to Governor Newsome's executive order, in 15 years we must have zero emissions light-duty vehicles, and in 25 years we must have zero emissions heavy-duty vehicles. He stated that he understand Los Angeles is taking delivery of its first all-electric fire engine of Austrian design, built by Volvo-Penta. When looking at future purchases, also look at the timeline in case in 25 years we must go to electric fire trucks; look at the lifespan of what we are purchasing.

Chairman Green stated that he hopes in the future there will be exemptions for fire departments because it does not seem like they would be reliable enough for emergency use, but it remains to be seen what unfolds.

Director Walsh added that the fire trucks in Los Angeles are supposed to last for two hours, then a diesel engine will take over, so much for zero emissions.

GENERAL PUBLIC COMMENT

None

CHIEF'S REPORT

Speaker: Jeff Willis, Fire Chief

Chief Willis provided an update on the purchase of new replacement vehicles.

FINANCE OFFICER'S REPORT

Speaker: Kristin Mandolini, Senior Finance Officer

The year-to-date Financial Report through August 2020 was presented.

Staff responded to questions from board members.

CONSENT CALENDAR

- FA1. Approval of Demands – Check Issue Date 07/01/20 through 08/31/20 in the amount of \$1,960,995.86**
- FA2. Approval of Meeting Minutes from the August 4, 2020 Regular Meeting of the Big Bear Fire Authority**
- FA3. Receive and File Big Bear Fire Department Monthly Activity Reports for July and August, 2020**

Action: Motion by Director Jahn, seconded by Vice Chairman Caretto to approve the the Consent Calendar as follows:

AYES: Ziegler, Caretto, Herrick, Jackowski, Jahn, Oxandaboure, Putz, Russo, Walsh, and Green
NOES: None
ABSENT: None
ABSTAIN: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

None

PUBLIC HEARINGS

Consistent with Executive Orders N-25-20 and N-29-20, any person can be heard regarding any item in the following manner: members of the public may submit comments via email to publicmeetingcomments@bigbearfire.org on or before Monday, August 3, 2020 at 5:00 p.m. Please limit comments to 300 words or less. If your comment is related to a specific Agenda item, please identify the Agenda item in the subject of your email.

- FA4. Public Hearing of Proposed Ordinance BBFA2020-002 Authorizing Establishment and Adoption of Ambulance Service Fees**

Board consideration of conducting a Public Hearing to adopt Ordinance No. BBFA2020-002 that increases an Ambulance Service Fee schedule for Big Bear Fire Authority based on rates set by Inland Counties Emergency Medical Authority.

Speaker: Jeff Willis, Fire Chief

Action: At the hour of 5:20 p.m., Chairman Green opened the public hearing. Hearing no public comment, at the hour of 5:21 p.m., Chairman Green closed the public hearing.

Staff responded to questions from board members. Board members provided comment.

Action: Motion by Director Jahn; seconded by Director Ziegler, to approve staff recommendation to read the title, waive the second reading and adopt Ordinance No. BBFA2020-002 entitled:

ORDINANCE NO. BBFA2020-002

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, INCREASING AMBULANCE SERVICE FEES

Staff responded to questions from board members. Board members provided comment.

Action: Motion was approved by the following vote:

AYES:	Walsh, Ziegler, Caretto, Jackowski, Jahn, Oxandaboure, Putz, Russo, and Green
NOES:	Herrick
ABSENT:	None
ABSTAIN:	None

NEW BUSINESS

BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS

FA5. Fire Authority 2021 Meeting Calendar

Board consideration of approving the proposed 2021 Regular Board Meeting Calendar and adding two Budget Workshops on April 21 and May 19, 2021.

Speaker: Dawn Marschinke, Board Secretary

Action: Motion by Vice Chairman Caretto; seconded by Director Russo to approve staff recommendation for the 2021 Regular Board Meeting Calendar.

Staff responded to questions from board members. Board members provided comment.

Said motion was approved by the following vote:

AYES: Russo, Walsh, Ziegler, Caretto, Herrick, Jackowski, Oxandaboure,
Putz, and Green
NOES: None
ABSENT: None
ABSTAIN: Jahn

COMMITTEE REPORTS

None

DIRECTORS' CLOSING COMMENTS

Director Jahn commented that he will miss everyone after he leaves the Board.

Director Putz asked Chief Willis to share the Board's appreciation to our local firefighters and local agencies like County Fire and CAL FIRE that worked very hard to protect our communities from the El Dorado Fire. We are fortunate to get the resources that we did, and the conditions cooperated a bit for us, and is happy it did not get worse than it was.

Director Walsh stated that he thought the Board had an Administrative Committee that met regularly and that the Board created a Personnel Committee that was going to meet somewhat quarterly, and yet he is hearing the task assigned is pushed down the road. And now the regular Administrative Committee appears to have become ad hoc. He would like to see something other than by November or December. The Department are spending money and the Board should be looking at allocating what is not being spent, allocated into cost centers.

Chief Willis responded that there is still an Administrative Committee that will meet in November to discuss the things Director Walsh has mentioned. There is an Ad Hoc Personnel Committee that will be addressed in Closed Session.

CLOSED SESSION PUBLIC COMMUNICATIONS

None

At the hour of 5:38, p.m., the Board adjourned to Closed Session.

CLOSED SESSION

Conference with Labor Negotiators (Government Code §54957.6)

Agency Representative: Fire Chief

Employee Organization: Big Bear Professional Firefighters' Assoc., IAFF, Local 935

At the hour of 5:40, p.m., the Chairman Green opened Closed Session.

At the hour of 6:10, p.m., the Board adjourned Closed Session.

No reportable action

OPEN SESSION

REPORT ON CLOSED SESSION

None

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Green adjourned the meeting at 6:10 p.m.

Dawn E. Marschinke, Board Secretary

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
NOVEMBER 19, 2020**

A Special Meeting of the Big Bear Fire Authority was called to order via teleconference by Chairman Green at 4:03 p.m., Thursday, November 19, 2020, pursuant to Governor Newsome's Executive Order N-25-20.

OPEN SESSION

Board Members Present: Chairman John Green
 Vice Chairman David Caretto
 Director Bob Jackowski
 Director Bill Jahn
 Director Rick Herrick
 Director Karyn Oxandaboure
 Director Randall Putz
 Director John Russo
 Director Larry Walsh
 Director Al Ziegler

Board Members Absent: None

Others Present: Jeff Willis, Fire Chief
 Kristin Mandolini, Senior Finance Officer
 Dawn Marschinke, Board Secretary for Open Session Only
 Authority Counsel, Joseph Sanchez

PUBLIC COMMENTS FOR CLOSED SESSION

Board Secretary Marschinke read the following letter received from Chad Meketarian, representing Big Bear Professional Firefighters' Association.

To Whom it May Concern,

I am writing this on behalf of the Big Bear Professional Firefighters in response to our upcoming proposed labor contract negotiations.

At the end of 2019, the Big Bear Professional Firefighters extended its labor contract in "good faith" for one year without hesitation, raises, or increased staffing to emergency apparatus. We actually reduced our suppression staff from 13 to 11 daily, thus changing our business model for fire, rescue, and emergency services. This was done purposefully to fit a balanced budget although it put us further behind in pay. The Big

Bear Professional Firefighters have proposed and submitted a fair contract after discussion with our Fire Board, direction from the Chief, and our comparable agencies.

Past practices with labor negotiation contracts have been to bring us up to the “median” with pay and benefits when compared to our local comparable agencies. Historically, the BBPFF has repeatedly fallen to one of the lower paid departments. We are bringing this to your attention for several reasons. The biggest impact to us on several levels is employee retention. In the past 5 years alone, we have lost 17 employees to outside agencies based on higher salary and better benefits offered by other local departments for many years, and it severely impacts our experience and depth within our department. We have become a revolving door fire department where individuals gain great experience by learning the profession, receiving critical and valuable training and experience, then use it to gain employment elsewhere at a higher paying agency. Typically, an organization will invest close to \$200K and countless hours of time invested into training from the application and testing process, the hiring process, and throughout the probationary year.

The Board stated in good faith after our initial contract extension, that they “will bring us up to the median” with our salary surveyed agencies. “Median” being the middle of the pack within the average. Our labor team was comprised of four members that meticulously went through other contracts and came up with a fair contract with assistance from the Chief and agreed upon by some members of the fire board. We have negotiated a fair MOU within the available budget already allocated to us by the Fire Chief and Fire Board.

We feel that this contract and business model is a great start to making us a more sought out, comparable, and competitive agency for future employment and retention of current employees.

The Big Bear Professional Firefighters are proud to serve and be invested in our community and would like to thank you for your time and attention to this.

Professionally,
Chad Meketarian
Big Bear Professional Firefighters

At the hour of 4:16, p.m., the Board adjourned to Closed Session.

At the hour of 6:04, p.m., the Board adjourned Closed Session.

REPORT ON CLOSED SESSION

No reportable action.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Green adjourned the meeting at 6:04 p.m.

Dawn E. Marschinke, Board Secretary



INTEROFFICE MEMO

Big Bear Fire Authority

DATE: November 4, 2020

TO: Chairman and Members of the Fire Authority Board

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Dawn Marschinke, Board Secretary *DM*

**SUBJECT: FIRE DEPARTMENT MONTHLY ACTIVITY REPORT
SEPTEMBER 2020**

1. SERVICE DELIVERY

1.1 Year-to-date Incident by Call Type percentages (see attached report).

1.2 Call Types by Month and Year to Date

		Current Month	Calendar Year to Date
1.2.1	Fire Calls, Hazardous Conditions, Service Calls	164	1,298
1.2.2	Rescue/Medical Calls	262	2,130
1.2.3	Medical Flight Missions	38	292
1.2.4	Training Class Summary (hours)		3,089.5
1.2.5	Plan Check/Fire Letter	6	57
1.2.6	Chipping Requests (2020 Suspended)	n/a	n/a
1.2.7	Trees Removed/Reimbursed thru Grant	3	70
1.2.8	Hazardous Tree Removal Notice to Proceed	2	27
1.2.9	1 st Abate Notice/Order	0	10
1.2.10	2 nd & Final Abate Notice/Order	0	1
1.2.11	Resolved Tree Abatement Issues	0	15
1.2.12	Hazard Abatement Notices Sent	(2019) 9,561	5,726

2. COMMUNITY RELATIONS

None

3. OPERATIONS

3.1 Chief Willis, Assistant Chief Maltby, and/or Senior Finance Officer Mandolini attended the following meetings during the reporting month:

- Big Bear Fire Department Year End Audit – September 14-17

3.2 Battalion Chief Parham attended the following meetings/training during the reporting month:

- Meeting with Snow Summit – September 22
- Meeting with CONFIRE MIS – September 29

3.3 Battalion Chief Wagner attended the following meetings/training during the reporting month:

- None

3.4 Acting Battalion Chief Rogers attended the following meetings/training during the reporting month:

- None

4. HEALTH AND SAFETY

4.1 September – Ongoing conference calls hosted by the City of Big Bear Lake regarding local planning for Corona virus response. Additional participants included managers of local governing agencies.

4.2 September 28-29 – All suppression personnel had the opportunity to be trained on BLS and ALS Airway competency.

4.3 September - The following ad was placed:

- “Let’s Get Something Clear” The Grizzly Big Bear Now (see attached)

5. PERSONNEL

None

6. ADMINISTRATIVE STAFF TRAINING/CONFERENCES/SEMINARS

- 6.1 September 1 - Information Technology Analyst Dickerson attended CONFIRE Operations and Communications Meetings

7. STRIKE TEAMS & DUTY COVERAGE FOR FIRE RESPONSE

- 7.1 August 27 - September 3 – Battalion Chief Parham was on overhead assignment for the SCU Lightning Complex Fire in Alameda County.
- 7.2 September 2-6 – Paid Call Captain Morelock was on staging assignment at McClellan Training Center in Sacramento.
- 7.3 September 3-6 – Paid Call Division Chief Savage was on staging assignment at McClellan Training Center in Sacramento.
- 7.4 September 3-18 – Battalion Chief Parham was on overhead assignment for the Dolan Fire in Los Padres National Forest, Santa Barbara County.
- 7.5 September 5-6 – Paid Call Technical Specialist Hutchinson was on staging assignment at McClellan Training Center in Sacramento.
- 7.6 September 5-18 – Chief Willis was on overhead assignment for the El Dorado Fire in San Bernardino National Forest.
- 7.7 September 5-15 – Engineer Schwartzman and Firefighter/EMT Winfield along with Water Tender 282 were on Strike Team assignment for the El Dorado Fire in San Bernardino National Forest.
- 7.8 September 5-6 – Paid Call Technical Specialist Hutchinson was on overhead assignment for the August Complex Fire in Shasta-Trinity and Six Rivers National Forests.
- 7.9 September 6-19 – Paid Call Technical Specialist Hutchinson was on overhead assignment for the August Complex Fire in Shasta-Trinity and Six Rivers National Forests.
- 7.10 September 6-20 – Paid Call Captain Morelock was on overhead assignment for the August Complex Fire in Shasta-Trinity and Six Rivers National Forests.
- 7.11 September 6-20 – Paid Call Division Chief Savage was on overhead assignment for the August Complex Fire in Shasta-Trinity and Six Rivers National Forests.
- 7.12 September 9-18 – Paid Call Division Chief Smith was on overhead assignment for the El Dorado Fire in San Bernardino National Forest.
- 7.13 September 15-22 – Captain Lambert and Firefighter/Paramedic Newkirk along with Water Tender 282 were on Strike Team assignment for the El Dorado Fire in San Bernardino National Forest.

- 7.14 September 19-23 – Battalion Chief Wagner was on overhead assignment for the El Dorado Fire in San Bernardino National Forest.
- 7.15 September 21 - October 6 – Captain Meketarian and Firefighter/Paramedic Dmytriw were on Strike Team assignment for the Castle Fire in Sequoia National Forest.
- 7.16 September 22 – October 7 – Engineer Schwartzman, Firefighter Paramedics Cole, and Newkirk, and Firefighter/EMT Unger along with Water Tender 282 were on Strike Team assignment for Bobcat Fire in Angeles National Forest.
- 7.17 September 23 - October 10 – Paid Call Captain Morelock was on overhead assignment at the Creek Fire in the Sierra National Forest.
- 7.5 September 24 - October 9 – Paid Call Technical Specialist Hutchinson was on overhead assignment at the Creek Fire in the Sierra National Forest.
- 7.5 September 24 - October 10 – Paid Call Battalion Chief Savage was on overhead assignment at the Creek Fire in the Sierra National Forest.
- 7.18 September 28 - October 6 – Chief Willis was on overhead assignment for the Bobcat Fire in Angeles National Forest.
- 7.19 September 27 – October 4 – Battalion Chief Wagner was on overhead assignment for the Glass Fire in Napa and Sonoma Counties.

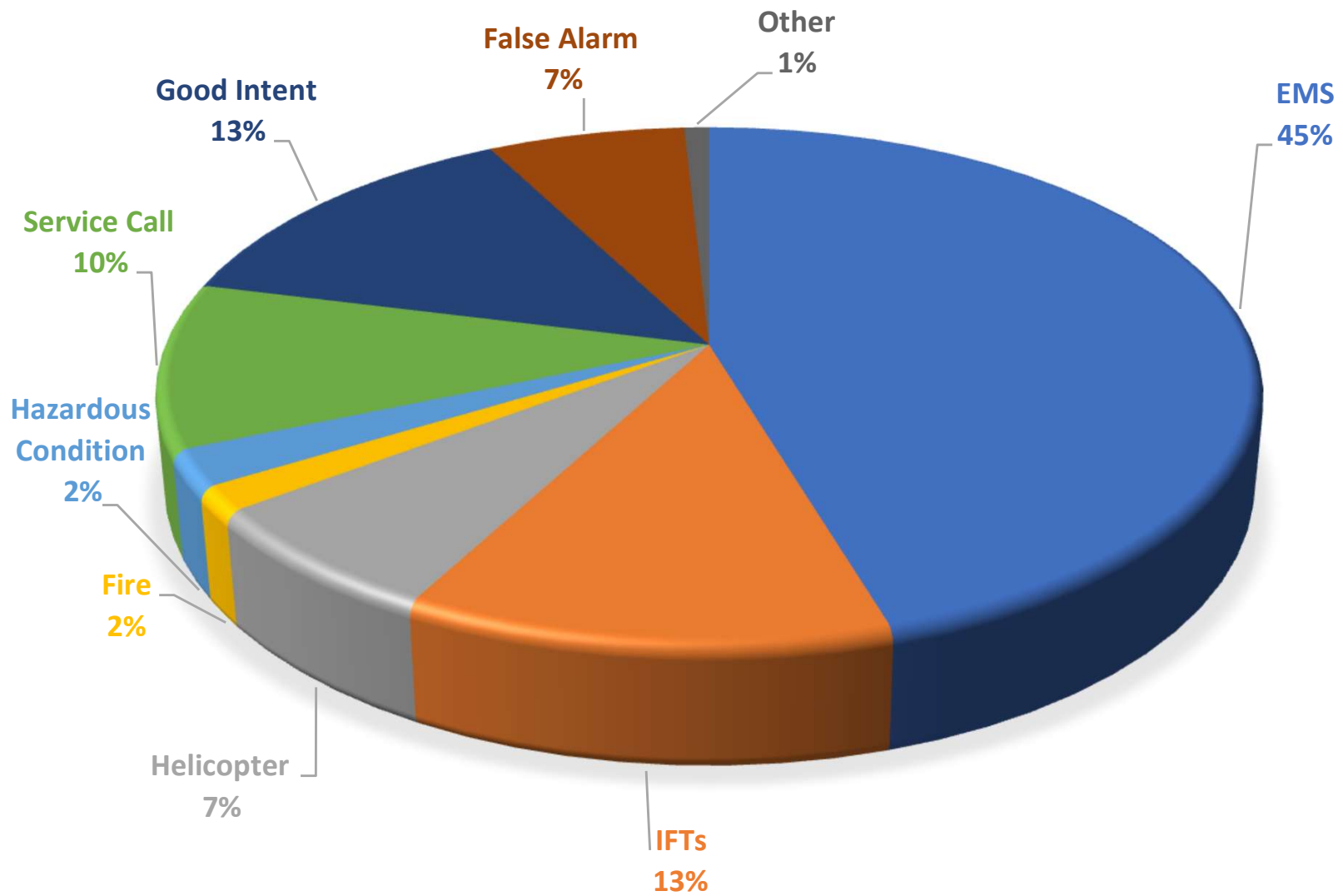
8. MISCELLANEOUS

- 8.1 September 1 – Chief Willis and Assistant Chief Maltby attended ongoing discussions with Bear Valley Community Healthcare District regarding their strategic plan.
- 8.2 September 23 – Chief Willis attended Local Public Agency Manager’s lunch.
- 8.3 September 29 – CONFIRE paid a site visit to Big Bear Fire Department to discuss information management issues with Assistant Chief Maltby, Battalion Chief Parham, and Information Technology Analyst Dickerson.

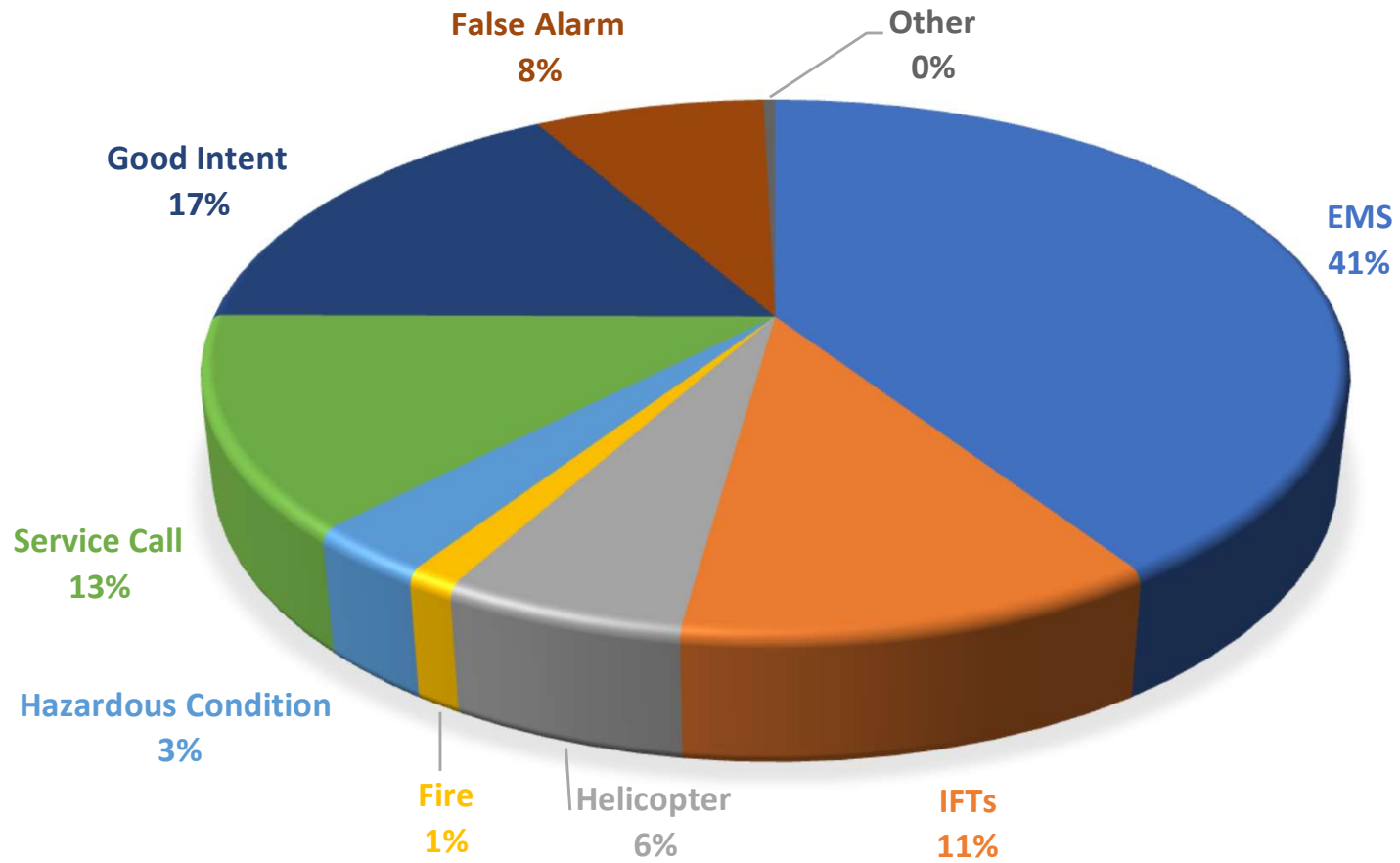
9. CORRESPONDENCE

- 9.1 September 7 – A gift certificate from Eminger’s Mountain Nursery and TC Ride Shop was presented to the Department for \$100.00 to thank the Department for their service (see attached).
- 9.2 September 20 - A thank-you letter was received from the California Zion Church thanking the Department for the hard, heroic work it does (see attached).

2020 YTD TOTAL INCIDENTS BY TYPE



SEPTEMBER TOTAL INCIDENTS BY TYPE



Incident Type Report

09/01/2020 - 09/30/2020

1 Fire	Count	Est. Prop Loss	Est. Content Loss	Total Est. Loss	%
113 - Cooking fire, confined to container	1				
131 - Passenger vehicle fire	1				
140 - Natural vegetation fire, other	1				
141 - Forest, woods or wildland fire	1				
150 - Outside rubbish fire, other	1				
162 - Outside equipment fire	1				
Incident Count	6	\$ -	\$ -	\$ -	0%

3 Rescue & Emergency Medical Service Incident	Count
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	184
322 - Motor vehicle accident with injuries	7
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries.	5
352 - Extrication of victim(s) from vehicle	1
Intrafacility Transfers	61
Incident Count	262

4 Hazardous Condition	Count
400 - Hazardous condition, other	1
412 - Gas leak (natural gas or LPG)	5
424 - Carbon monoxide incident	1
440 - Electrical wiring/equipment problem, other	3
444 - Power line down	3
445 - Arcing, shorted electrical equipment	2
460 - Accident, potential accident, other	1
Incident Count	16

5 Service Call	Count
500 - Service call, other	1
522 - Water or steam leak	2
550 - Public service assistance, other	4
551 - Assist police or other governmental agency	1
553 - Public service	9
554 - Assist invalid	5
561 - Unauthorized burning	26
Incident Count	48

6 Good Intent Call	Count
600 - Good intent call, other	3
611 - Dispatched and cancelled en route	16
611A - Alarm: Dispatched & Cancelled Enroute	6
611E - EMS: Dispatched & Cancelled Enroute	5
611G - Veg Fire: Dispatched & Cancelled Enroute	1
611O - Other: Dispatched & Cancelled Enroute	1
611T - T/C: Dispatched & Cancelled Enroute	1
622 - No incident found on arrival at dispatch address	10
631 - Authorized controlled burning	9
651 - Smoke scare, odor of smoke	1
652 - Steam, vapor, fog or dust thought to be smoke	2
661 - EMS call, party transported by non-fire agency	1
Incident Count	56

Incident Type Report

09/01/2020 - 09/30/2020

7 False Alarm	Count
700 - False alarm or false call, other	15
710 - Malicious, mischievous false call, other	1
731 - Sprinkler activation due to malfunction	1
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	1
736 - CO detector activation due to malfunction	2
743 - Smoke detector activation, no fire - unintentional	4
744 - Detector activation, no fire - unintentional	5
745 - Alarm system activation, no fire - unintentional	2
746 - Carbon monoxide detector activation, no CO	3
Incident Count	35

Total Incident Count	426
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Other	Count
911 - Citizen complaint	3
Incident Count	3

Training Summary Report

09/01/2020 - 09/30/2020

COMPANY TRAINING DOCUMENTATION	HOURS
Aerial Ladder: Area Familiarization	7.50
Emergency Ops	37.50
Ladders: Emergency Ops, Ladders	10.00
Ladders	16.00
Physical Fitness	24.50
TOTAL COMPANY TRAINING DOCUMENTATION HOURS	95.50
MISCELLANEOUS	HOURS
BBFD Seek FirePro TIC	1.00
Fleet Program Accidents & Emergencies for Emergency Vehicle Operators	2.00
Fleet Program Intersection Safety for Emergency Vehicle Operators	1.00
Fleet Program Safe Backing for Emergency Vehicle Operators	1.00
Fleet Program Vehicle Safety and Security for Emergency Vehicle Operators	1.00
Lock-Out / Tag-Out	21.00
NFPA 1001 Portable Extinguishers	20.00
NFPA 1500 Bloodborne Pathogens Safety	24.00
NFPA 1500 Hazard Communication	17.00
Officer Training Documentation	10.00
Radiation Safety	6.00
RT-130 Annual Refresher 2020	8.00
Wildland Annual Refresher 2020 Manipulative	8.00
TOTAL MISCELLANEOUS	120.00

EMS TRAINING	HOURS
EMS Abdominal Trauma Advanced	1.00
EMS Advanced Airways: Intubation and Beyond	4.00
EMS Aerosol Transmissible Diseases	4.00
EMS Airway Management Advanced (2 hours)	2.00
EMS Airway Management Basic	1.00
	1.00
EMS Back Injury Prevention	1.00
EMS Carbon Monoxide	1.00
EMS Cardiac Emergencies Basic	1.00
EMS COVID-19 Decontamination with Vital Oxide.	2.00
	2.00
EMS Date Rape Drugs	2.00
	2.00
EMS Gunshot Wounds	2.00
	2.00
EMS Obstetrical Emergencies Advanced (2 hour)	2.00
	1.00
EMS Rapid Secondary Assessment	1.00
EMS Respiratory Emergencies Basic	1.00
EMS Respiratory System A&P Review	1.00
EMS Special Challenges in Patient Assessment	2.00
EMS Spinal Cord Injuries	2.00
EMS Suctioning the Patient Airway	1.00
EMS Supplemental Oxygen	1.00
EMS Therapeutic Communications	2.00
EMS Thoracic Emergencies Advanced	1.00
EMS Thoracic Emergencies Basic	1.00

EMS TRAINING (continued)	HOURS
EMS Toxicology and Substance Abuse Advanced	2.00
EMS Traumatic Head and Brain Injuries Advanced	2.00
EMS Traumatic Injury During Pregnancy	1.00
EMS Understanding the Basics of ECGs	1.00
EMS Workplace Stress	1.00
EMS Training Documentation	125.00
TOTAL EMS TRAINING HOURS	168.00
TOTAL TRAINING HOURS	383.50

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- Shopping
- Lodging and Dining



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or TC Ride Shop 
Gift Certificate

Amount: One hundred ^{no}/100 — \$100⁰⁰

Presented to: 

By: Eminger's Competition w/ Pictures Facebook.

Date: 9/7/2020 Authorized Signature: 

#2020006



To the Big Bear Fire
Department, to all
heroes!

We are praying for
you, God bless you!

California
Zion
Church

09/20/2020

09/20/2020

Big Bear Fire Department Headquarters

To all the team of Firefighters

I am writing to you to say: Thank you very much for your hard, heroic work that you are doing this days when the fire is burning so powerful.

Everyone of you is standing on guard and protecting us and our lives from fire that would not spread over us, and by risking your life you are working day and night without rest in hot weather all equipped sweating and burning to protect us!

I don't have enough words to express how we appreciate your courage and devotion.

We are praying day and night for you that God may keep you safe and protect you,

God bless you!

With Love and gratitude

Lina G.

California Zion Church



INTEROFFICE MEMO

Big Bear Fire Authority

DATE: November 25, 2020

TO: Chairman and Members of the Fire Authority Board

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Dawn Marschinke, Board Secretary *DM*

**SUBJECT: FIRE DEPARTMENT MONTHLY ACTIVITY REPORT
OCTOBER 2020**

1. SERVICE DELIVERY

1.1 Year-to-date Incident by Call Type percentages (see attached report).

1.2 Call Types by Month and Year to Date

		Current Month	Calendar Year to Date
1.2.1	Fire Calls, Hazardous Conditions, Service Calls	141	1,636*
1.2.2	Rescue/Medical Calls	247	2,699*
1.2.3	Medical Flight Missions	41	333
1.2.4	Training Class Summary (hours)	233	3,322.5
1.2.5	Plan Check/Fire Letter	7	64
1.2.6	Chipping Requests (2020 Suspended)	n/a	n/a
1.2.7	Trees Removed/Reimbursed thru Grant	3	73
1.2.8	Hazardous Tree Removal Notice to Proceed	0	27
1.2.9	1 st Abate Notice/Order	2	12
1.2.10	2 nd & Final Abate Notice/Order	0	1
1.2.11	Resolved Tree Abatement Issues	0	15
1.2.12	Hazard Abatement Notices Sent	(2019) 9,561	5,726

* Adjusted with addition of August data

2. COMMUNITY RELATIONS

None

3. OPERATIONS

3.1 Chief Willis, Assistant Chief Maltby, and/or Senior Finance Officer Mandolini attended the following meetings during the reporting month:

- Big Bear Fire Department Chief's Meeting – October 5
- Big Bear Fire Protection District Board Meeting – October 6
- Big Bear Fire Authority Board Meeting – October 6
- Keenan Renewal Benefits Open Enrollment Planning – October 8
- Big Bear Mountain Mutual Aid Board Meeting – October 13
- Development Review Committee Meeting – October 14
- San Bernardino County Fire Chief's Meeting – October 22
- Big Bear Fire Authority Ad Hoc Committee Meeting – October 27

3.2 Battalion Chief Parham attended the following meetings/training during the reporting month:

- CONFIRE EMS Officer's Meeting – October 14
- San Bernardino County Fire Chief's Meeting – October 22

3.3 Battalion Chief Wagner attended the following meetings/training during the reporting month:

- San Bernardino County Training Officer's Meeting – October 8

4. HEALTH AND SAFETY

4.1 October 12-15 – EMS Training was provided to all on-duty crews. Flight Nurse Berry provided instruction on respiratory emergencies.

4.2 October - The following ads were placed:

- "Let's Get Something Clear" The Grizzly (see attached)
- "Every Second Counts" The Grizzly Big Bear Now (see attached)

4.3 October - The following press releases were issued:

- "Carbon Monoxide Poisoning" The Grizzly Big Bear Now (see attached)
- "Safe Winter Heating" (see attached press release)

5. PERSONNEL

5.1 October 26 – Ambulance Operator/EMT Alec Stammersky began employment with Big Bear Fire Department.

6. ADMINISTRATIVE STAFF TRAINING/CONFERENCES/SEMINARS

None

7. STRIKE TEAMS & DUTY COVERAGE FOR FIRE RESPONSE

- 7.1 October 1-6 – Captain Meketarian and Firefighter/Paramedic Dmytriw were on Strike Team assignment for the Castle Fire in Sequoia National Forest.
- 7.2 October 9-18 – Paid Call Captain Morelock was on overhead assignment for the Red Salmon Complex Fire in Shasta-Trinity National Forest.
- 7.3 October 11-30 – Chief Willis was on overhead assignment for the North Complex Fire in Shasta-Trinity National Forest.
- 7.4 October 12-29 – Paid Call Division Chief Smith was on overhead assignment for the Red Salmon Complex Fire in Shasta-Trinity National Forest.
- 7.5 October 13-20 – Paid Call Technical Specialist Hutchinson was on overhead assignment for the Red Salmon Complex Fire in Shasta-Trinity National Forest.
- 7.6 October 14-30 – Paid Call Division Chief Walker was on overhead assignment for the North Complex Fire in Shasta-Trinity National Forest.
- 7.7 October 14-30 – Paid Call Captain Curran was on overhead assignment for the North Complex Fire in Shasta-Trinity National Forest.
- 7.8 October 18 - November 1 – Paid Call Captain Morelock was on overhead assignment for the Luna Fire in Carson National Forest.
- 7.9 October 19 - November 1 – Paid Call Battalion Chief Savage was on overhead assignment for the Luna Fire in Carson National Forest.
- 7.10 October 20 - November 1 – Paid Call Technical Specialist Hutchinson was on overhead assignment for the Luna Fire in Carson National Forest.

8. MISCELLANEOUS

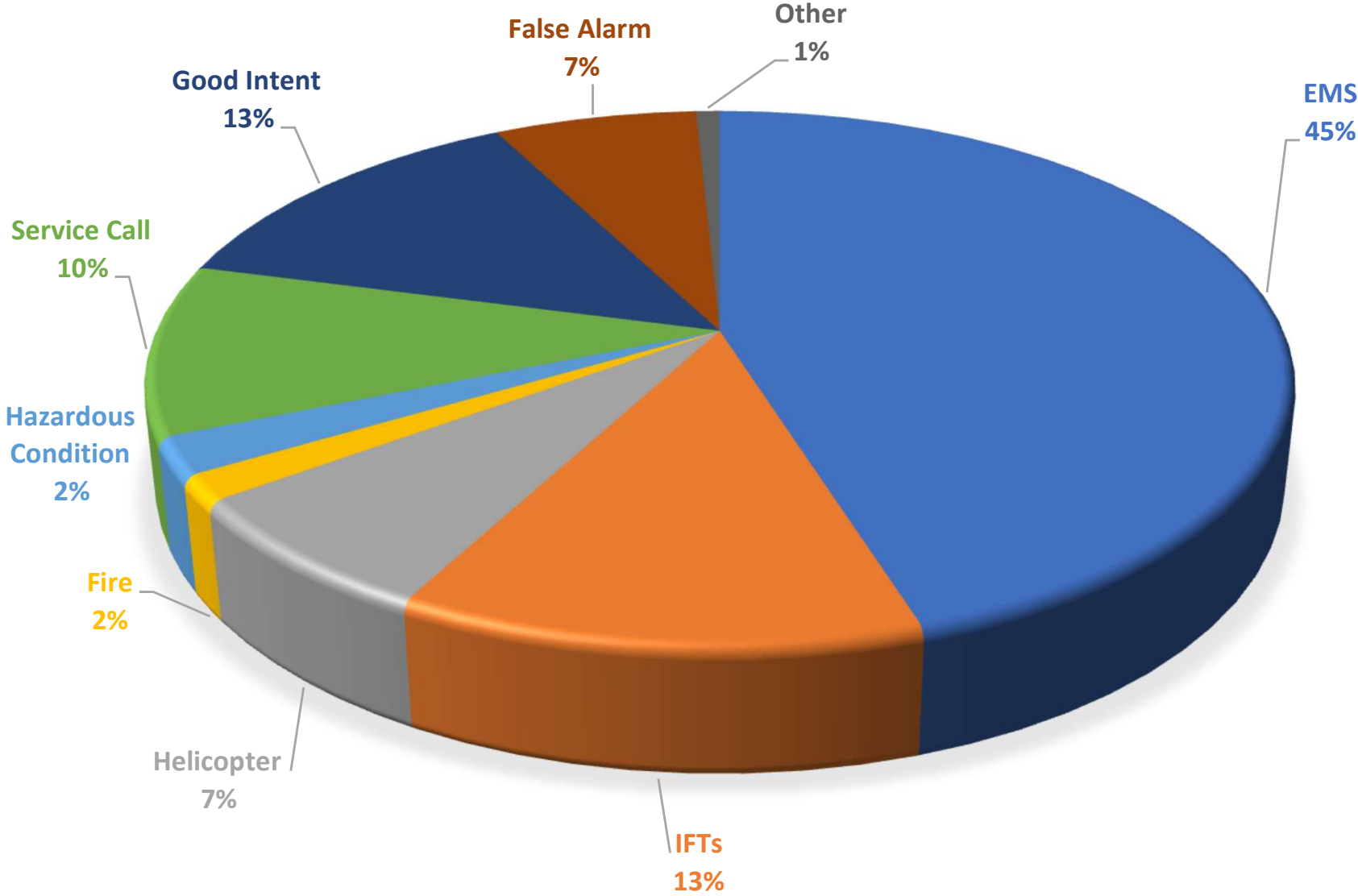
None

9. CORRESPONDENCE

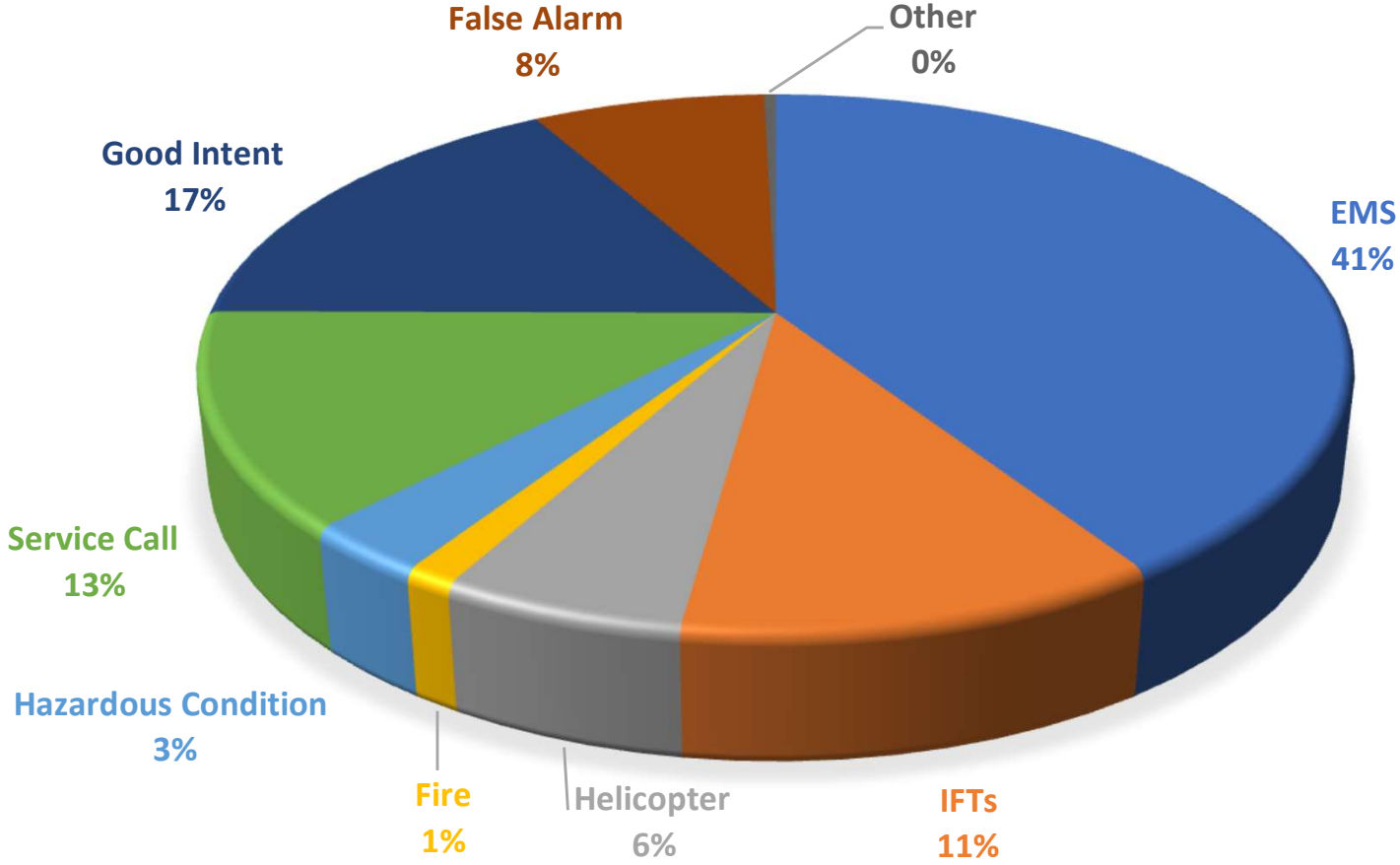
- 9.1 October 1 – A gift of \$1,000 was given to the Fire Department from the Kiwanis Club of Big Bear Valley for the purchase of smoke detectors. (see attached).

- 9.2 October 1 – An email was received thanking the firefighters for their service and particularly for protecting her family from evacuation due to the El Dorado Fire. (see attached).
- 9.3 October 10 – A thank-you card was received from a woman thanking the Department for sending WT-281 to the LMU Complex Fire. Her husband grew up in Big Bear Lake (see attached).
- 9.4 October 13 – The Department received a note stating how great the Ambulance Membership Program is (see attached).

2020 YTD TOTAL INCIDENTS BY TYPE



OCTOBER TOTAL INCIDENTS BY TYPE



Incident Type Report

10/01/2020 - 10/31/2020

1 Fire	Count	Est. Prop. Loss	Est. Content Loss	Total Est. Loss	%
100 - Fire, other	1				
113 - Cooking fire, confined to container	1				
140 - Natural vegetation fire, other	1				
142 - Brush or brush-and-grass mixture fire	1				
152 - Garbage dump or sanitary landfill fire	1				
154 - Dumpster or other outside trash receptacle fire	1				
Incident Count	6			\$0.00	0.00%

3 Rescue & Emergency Medical Service Incident	Count
320 - Emergency medical service, other	10
321 - EMS call, excluding vehicle accident with injury	165
322 - Motor vehicle accident with injuries	4
323 - Motor vehicle/pedestrian accident (MV Ped)	2
324 - Motor vehicle accident with no injuries.	2
353 - Removal of victim(s) from stalled elevator	1
Intrafacility Transfers	63
Incident Count	247

5 Service Call	Count
500 - Service call, other	1
511 - Lock-out	1
522 - Water or steam leak	1
531 - Smoke or odor removal	1
550 - Public service assistance, other	5
551 - Assist police or other governmental agency	1
553 - Public service	11
554 - Assist invalid	7
561 - Unauthorized burning	17
Incident Count	45

4 Hazardous Condition	Count
400 - Hazardous condition, other	1
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	4
421 - Chemical hazard (no spill or leak)	1
440 - Electrical wiring/equipment problem, other	1
Incident Count	8

6 Good Intent Call	Count
600 - Good intent call, other	1
611 - Dispatched and cancelled en route	10
611A - Alarm: Dispatched & Cancelled Enroute	9
611E - EMS: Dispatched & Cancelled Enroute	15
611F - Struct Fire: Dispatched & Cancelled Enroute	2
611G - Veg Fire: Dispatched & Cancelled Enroute	1
611O - Other: Dispatched & Cancelled Enroute	2
611T - T/C: Dispatched & Cancelled Enroute	1
622 - No incident found on arrival at dispatch address	1
631 - Authorized controlled burning	1
650 - Steam, other gas mistaken for smoke, other	1
651 - Smoke scare, odor of smoke	2
652 - Steam, vapor, fog or dust thought to be smoke	2
653 - Smoke from barbecue, tar kettle	2
Incident Count	50

Incident Type Report

10/01/2020 - 10/31/2020

7 False Alarm & False Call	Count
700 - False alarm or false call, other	7
710 - Malicious, mischievous false call, other	1
711 - Municipal alarm system, malicious false alarm	1
733 - Smoke detector activation due to malfunction	2
735 - Alarm system sounded due to malfunction	1
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	3
744 - Detector activation, no fire - unintentional	2
745 - Alarm system activation, no fire - unintentional	13
Incident Count	31

9 Special Incident Type	Count
911 - Citizen complaint	1
Incident Count	1

Total Incident Count	388
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Training Summary Report

10/01/2020 - 10/31/2020

COMPANY TRAINING DOCUMENTATION	HOURS
Emergency Ops	10.00
Emergency Ops: Fire Suppression	10.00
Emergency Ops: Fire Pump, Suppression, Hose	12.00
Ladders	14.00
Physical Fitness	21.00
Physical Fitness: Preventative Maintenance	3.00
TOTAL COMPANY TRAINING DOCUMENTATION HOURS	70.00
MISCELLANEOUS	HOURS
2019 RT-130 Wildland	8.00
Aerosol Transmissible Diseases	3.00
Back Injury Prevention	1.00
COVID-19 Decontamination with Vital Oxide.	2.00
Driver Training Documentation	3.00
Hearing Conservation	33.00
Lock-Out / Tag-Out	3.00
NFPA 1001 Portable Extinguishers	18.00
NFPA Bloodborne Pathogens Safety	4.00
NFPA 1500 Confined Space Entry	29.00
NFPA 1500 Hazard Communication	21.00
Officer Training (Mngmt/Admin) Documentation	1.00
XBO COVID-19 OPS	2.00
XBO COVID-19 SAFETY DOCUMENTS	1.00
TOTAL MISCELLANEOUS	129.00

EMS TRAINING	HOURS
EMS Airway Management Basic	1.00
EMS Bleeding and Shock Basic	1.00
EMS Methamphetamine	2.00
EMS Toxicology and Substance Abuse Advanced	2.00
EMS Training Documentation	28.00
TOTAL EMS TRAINING HOURS	34.00
TOTAL TRAINING HOURS	233.00

Fire & Water

Big Bear Lake DWP is water wise

The US Environmental Protection Agency has given the Big Bear Lake Department of Water and Power a pat on the back. The EPA has recognized the DWP with a 2020 WaterSense Partner of the Year award for promoting WaterSense and water efficiency in 2019.

In 2019, the DWP issued nearly 200 rebates for water-efficient residential toilets, most of which were WaterSense labeled. The water agency also gave away more than 150 WaterSense labeled showerheads and nearly 400 WaterSense certified bathroom and kitchen aerators. To promote commercial water savings, the DWP rebated an additional 50 WaterSense toilets and distributed showerheads and aerators to commercial customers.

The DWP also partnered with Bear Valley Electric Service to cohost the Earth Day celebration, sponsored the Sierra Club's Xeriscape Garden Tour and partnered with AM Conservation to distribute water conservation lesson plans and kits to Big Bear fifth grade students.

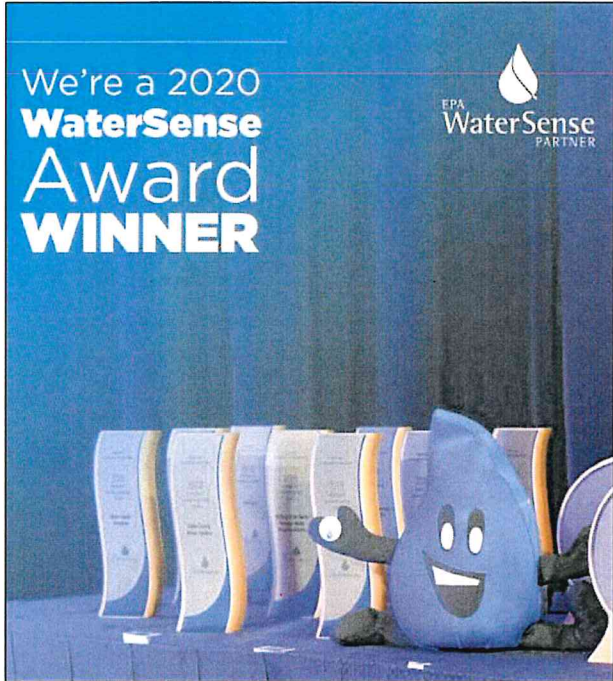
WaterSense recently recognized a total of 28 utilities, manufacturers, builders and other organizations that are making it possible for consumers and businesses to save billions of gallons of water each year as part of its



Partner of the Year awards. "Since the program started in 2006, our WaterSense partners have made it possible for consumers and businesses to save more than 4.4 trillion gallons of water and \$87 billion on utility bills," said Veronica Blette, WaterSense program manager. "Our award winners in particular have gone above and beyond to make water, energy and money savings easy for Americans."

WaterSense is a voluntary partnership program sponsored by the EPA. It is a label for water-efficient products and a resource for helping consumers learn ways to save water.

For more information about the WaterSense and 2020 award winners, visit www.epa.gov/watersense/watersense-awards. For more information about the city of Big Bear Lake Department of Water, visit www.bldwp.com.



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Let's get something CLEAR

Firefighters seem larger than life, but give them a chance...

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www.BigBearFire.org

What we are thankful for

Judi Bowers, Big Bear Grizzly publisher

At this time of year, we are reminded to give thanks. It's something we shouldn't have to be reminded to do once a year. We should be grateful for our blessings every day. And in a year like 2020, I, like many, am searching for the silver linings every single day.

I'm thankful for my family, and this strange year has allowed me to spend more time with them. I'm thankful for seven amazing grandbabies and No. 8 on the way. I'm grateful for my horses and my dogs and having the ability to work from home for the majority of this year. I love being able to cook dinner and sit at the table as a family.

I don't know what the future will bring, and 2020 has been strange. I'm thankful for my faith in God that He has a plan and if we have faith, the blessings will continue.



Every Second COUNTS

Care for your adopted hydrant.

Keep it clear of snow in the winter

ADOPT
-A-
HYDRANT

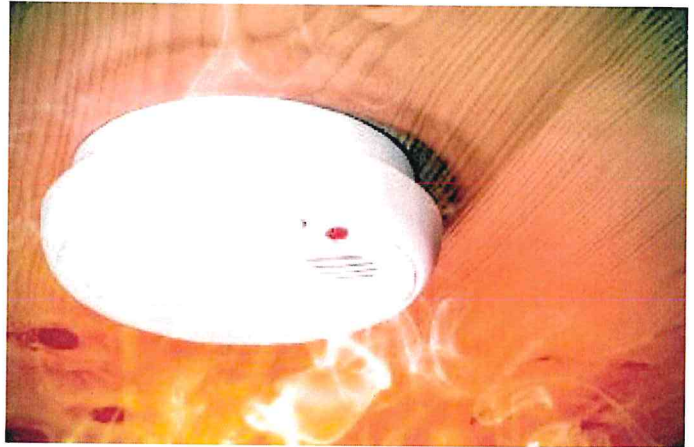
Register your adopted hydrant at www.BigBearFire.org

Alarms can save lives

The calendar says it's fall and that winter is just a page turn away from arrival. Temperatures are dropping and it's time to turn on heaters and start building fires to ward off the chill. But that warmth can come at a price. Make sure you warm up and stay safe.

Heaters that aren't functioning properly can be deadly. "Carbon monoxide is odorless and colorless and can kill its victims while they're sleeping," said Mike Maltby, Big Bear Fire Department assistant chief. "People don't realize they are being poisoned. The best way to prevent carbon monoxide poisoning is to have gas-fed, flame producing appliances serviced annually by a professional, in addition to installing carbon monoxide (CO) detectors."

In a time when any flu-like symptoms has one wondering if it's flu or COVID-19, those symptoms could be something else. Victims of carbon monoxide poisoning exhibit flu-like symptoms. Severe headaches, dizziness, mental confusion, fainting and nausea are symptoms of carbon monoxide poisoning. Get fresh air immediately if you suspect



carbon monoxide poisoning. Call 9-1-1 and seek medical attention.

California state law requires CO detectors be placed in the home outside sleeping areas, as well as on each level of the home. It is better to be safe than sorry. If there is a question on the number of CO detectors required, error on the side of more. CO detectors are fairly inexpensive and can be purchased locally.

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Big Bear Fire Department
41090 Big Bear Blvd.
P.O. Box 2830
Big Bear Lake, CA 92315
Phone: 909-866-7566 x221
Email: csmith@bigbearfire.org
Website: www.bigbearfire.org



FOR IMMEDIATE RELEASE

Safe Winter Heating

Hot Tips for Cold Weather

BIG BEAR LAKE, CALIF/October 20, 2020 – Big Bear Fire Department has some “Hot Tips for Cold Weather” to ensure safe winter heating. With the change in seasons in Big Bear Valley comes the need to warm our homes and businesses. Stay warm and safe during the winter months by following some simple tips.

Conventional Heating: Have a professional check and service your heating system each year. Always keep combustibles away from heat sources. Check the manufacturer’s specifications for clearance distances.

Portable Heaters: Purchase only those heaters bearing the seal of Underwriters Laboratory (UL), Factory Mutual (FM) or another nationally recognized testing laboratory. Always use heating appliances according to manufacturer’s specifications. Make sure electric cords are in good condition. Never leave a portable heater on when unattended and never use an oven to heat your home; it can introduce poisonous carbon monoxide within your home.

Wood-Burning Stoves, Fireplaces, and Fireplace Inserts: Burn only dry, well-seasoned wood. Make sure the damper is open prior to lighting. Never use flammable liquids or excessive amounts of paper to start or accelerate a fire. Keep a metal or glass screen in front of fireplace or stove openings and never leave a fire unattended. Have wood-burning stoves or fireplaces inspected and cleaned by a professional on an annual basis.

Smoke Detectors: Install and regularly maintain smoke detectors in the home per manufacturer’s instructions. Smoke detectors should provide coverage of sleeping areas and each level of the home. Test smoke detectors on a monthly basis and change the batteries twice a year. A good reminder is to do it when the time changes in the fall and spring.

(more)

Disposal of Ashes: Always dispose of ashes by placing them in a metal container with a tight-fitting lid. Never put ashes in paper bags or cardboard boxes. Ashes can retain heat, making them capable of igniting a fire for several days. Ashes should be thoroughly soaked to ensure they are extinguished. If ashes are disposed of at a public dumpsite, do not put them in the trash receptacle, but in the dumpster marked for ashes only.

Carbon Monoxide Safety: Know the symptoms of carbon monoxide poisoning. Carbon monoxide is a colorless, odorless gas, producing flu-like symptoms in its victims. Symptoms include severe headaches, dizziness, mental confusion, nausea and faintness. If carbon monoxide poisoning is suspected, get fresh air immediately and seek medical attention as soon as possible. Carbon monoxide detectors should be placed in the home, near sleeping areas, and at the home's conventional heating source. For proper operation, detectors should be installed and maintained per manufacturer's instructions.

In the unfortunate event of a fire, have an established family home escape plan. Know two ways out of every room. Establish a safe meeting place outside of the home. After safety has been reached call 9-1-1 to report the fire. Once out, never go back inside.

For additional information on this or other fire and life safety topics, contact Big Bear Fire Department at www.bigbearfire.org or (909) 866-7566.

###

About Big Bear Fire Department:

Big Bear Fire Authority was formed under a Joint Powers Agreement in 2012 combining Big Bear Lake Fire Protection District and Big Bear City Fire Department, now commonly known as Big Bear Fire Department. Since its inception, it is committed to providing Big Bear Valley with professional fire, medical and emergency services "Protecting Lives and Property," with timely response to fire and medical emergencies.



Kiwanis Club of Big Bear Valley

PO Box 6522
Big Bear Lake, Ca. 92315
501c(3): 33-0890999
kiwanisbbv@gmail.com

September 30, 2020

Bear Valley Fire Department

Sadly our membership has dwindled so the Kiwanis Club of Big Bear Valley is closing down. We would like to make a donation to provide free smoke detectors to needy customers.

Thank you for your continued efforts to support our Valley.

Cordially,

A handwritten signature in cursive script that reads "Priscilla Anderson".

Priscilla Anderson
President

Dawn Marschinke

From: Chardelle Smith
Sent: Thursday, October 01, 2020 12:30 PM
To: All BBFD Personnel
Subject: Thank you Email

See email below.

Chardelle Smith
Administrative Assistant/PIO
Hazardous Fuel Reduction Grants
P.O. Box 2830
41090 Big Bear Boulevard
Big Bear Lake, CA 92315
Fire Dept. (909) 866-7566
MAST (909) 878-3090
Fax (909) 866-8288
Email: csmith@bigbearfire.org

-----Original Message-----

From: Big Bear Fire <ddickerson@bigbearfire.org>
Sent: Saturday, September 26, 2020 2:51 PM
To: Chardelle Smith <csmith@bigbearfire.org>
Subject: Form record received

Name:
Email:
Subject: Thank You! :-)

Message: Please share this with the Firefighters:

To all of the Firefighters. I know the El Dorado Fire is currently at 83% containment. I live in Big Bear Lake. I wanted to thank all of you personally on a everyday basis for what you are doing. The fact that you risk your lives to keep people safe. I have been prepared to evacuate and still have stuff in my cars and in bags. If we had to leave; I must say I would be leaving half of my life behind. Family collectibles, furniture and pictures; some that go back way before 1928. All of my Snoopy and Peanuts Gang special toys. My Christmas trees and special ornaments that I keep up year round. In other words; if we don't have to evacuate that would be saving half of our lives. The most important part of my life would be in the cars with us. My husband, my son, my three little dogs and my cat named Kitty! You guys are personal hero's to us and we love you! :-)



Dear Big Bear Fire Department,

Thank you for sending Water Tender 281 to Calistoga for the LNU fire complex. It was a nice surprise to see them drive by the house a few times in late August. On Friday, August 28th, my kids and I were on a walk outside the fairgrounds and again was pleasantly surprised to witness Big Bear WT 281 exit the Base Camp. We waved saying, "Thank you!" My husband grew up in Big Bear. His Mom was a teacher and his Dad was a minister. My in-laws still have a home in Big Bear, so we visit when we can.

Thank you again for sending WT 281,



BIG BEAR FIRE DEPARTMENT

Jeff Willis, Fire Chief

Administration – P. O. Box 2830, 41090 Big Bear Boulevard
Big Bear Lake, CA 92315-2830
Business 909/866-7566 • Fax 909/866-8288

October 13, 2020

Dear Friend:

Your membership in the Big Bear Valley Ambulance Membership Program is set to expire on November 11, 2020. The program provides 1 year of coverage as often as needed, for you, your dependents, unmarried children under 26 years old and other persons listed as your dependents on your tax return regularly living in your residence. We offer this program to off-set out of pocket expenses such as co-pays, deductibles, and non-covered services, when unforeseen medical emergencies occur.

The Ambulance Membership Program also helps to provide the latest in emergency equipment and paramedic training for the lifesaving team at the Big Bear Fire Department.

Renew your membership or sign up as a new member today. Simply complete the application that is included with this letter. Upon completing the requested information, please **remember to sign and date page 1, initial the box on page 2**, and return it in the provided envelope, along with the low annual family membership payment of \$75.00, via check or credit card.

This is a small investment for peace of mind, should you need to rely on our emergency medical services and emergency ambulance transportation during your membership year.

For more information on our program, please contact Sherry Wentz at Big Bear Fire Department at (909) 866-7566.

Best regards,

Jeffrey A. Willis
Fire Chief

*Great program, hope
a lot of people sign
up for this, saves you
a lot of money.
Thanks Again
Carole*

Encls: Application and Return Envelope



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA5

MEETING DATE: December 1, 2020

TO: Chairman and Members of the Big Bear Fire Authority

FROM: Kristin Mandolini, Senior Finance Officer *KM*

SUBJECT: **FY 2019-20 AUDIT REPORTS FOR BIG BEAR FIRE AUTHORITY**

BACKGROUND

Auditing firm Lance, Soll & Lunghard, LLP was engaged to complete the 2019-20 Financial audit for Big Bear Fire Authority. Interim audit work and testing were completed in May and field work and testing were completed in September. The finalized audit was completed on November 23, 2020 and is included in the December 1, 2020 board packet for review.

DISCUSSION

No deficiencies or material weaknesses were identified in the Financial Statements or practices.

RECOMMENDATION

Staff recommends the Board receive and file the Lance, Soll & Lunghard, LLP, FY 2019-20, Big Bear Fire Authority Audit reports.

ATTACHMENT A: FY 2019-20 Fire Authority Audited Financials



BIG BEAR FIRE AUTHORITY

JUNE 30, 2020

FINANCIAL STATEMENTS

Focused
on YOU



BIG BEAR FIRE AUTHORITY
BIG BEAR LAKE, CALIFORNIA
FINANCIAL STATEMENTS
JUNE 30, 2020

PREPARED BY:
FINANCE DEPARTMENT

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BIG BEAR FIRE AUTHORITY

JUNE 30, 2020

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Big Bear Fire Authority
Big Bear Lake, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Big Bear Fire Authority (the "Authority") as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



To the Board of Directors
Big Bear Fire Authority
Big Bear Lake, California

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Big Bear Fire Authority, as of June 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis; the budgetary comparison schedules for the General Fund and the Grants Fund; the schedule of proportionate share of the net pension liability; the schedule of proportionate share of the net other post-employment benefits (OPEB) liability; and the schedule of plan contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 20, 2020, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "Lance, Soll & Lughard, LLP".

Brea, California
November 20, 2020

BIG BEAR FIRE AUTHORITY

Management's Discussion and Analysis

June 30, 2020

As management of the Big Bear Fire Authority (the Authority), we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the Authority for the fiscal year ended June 30, 2020. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our notes to the financial statements.

Financial Highlights

The Authority was formed in July 2012 and operates pursuant to the California Joint Exercise of Powers Act and the Fire Protection District Law of 1987. The Authority is a separate and legal entity which exercised joint authority over the participating fire agencies. The participating agencies are the Big Bear Lake Fire Protection District and the Big Bear Community Services District. The governing board is a ten-member board comprised of equal members from each of the partner agencies.

The Authority's financial highlights for the year ended June 30, 2020 are as follows:

- The Authority's primary source of revenue is from property taxes passed through from the Big Bear Lake Fire Protection District and the Big Bear City Community Services District, as well as from air operations, ambulance services, and mutual aid reimbursements. All revenues are generated from governmental activities. Total revenue was \$15,052,400, a decrease of \$581,798 over the prior year.
- The Authority's change in net position was a decrease of \$3,774,236.
- The Authority's cost of governmental activities was \$14,867,333, an increase of \$6,493,522 over the prior year.

Overview of the Financial Statements

The annual financial report consists of three primary parts:

- Government-wide Financial Statements
- Fund Financial Statement
- Notes to the Financial Statements

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Authority's finances in a manner similar to a private-sector business.

The statement of net position presents information on the Authority's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as an indicator of the financial health of the Authority.

The statement of activities presents information showing how the government's net position changed during the fiscal year. It also separates revenue by governmental program.

Fund Financial Statements

Fund Financial Statements provide detailed information about the funds of the Authority. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Authority, like other local government, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Notes to the Financial Statements

Notes to Financial Statements are presented following the Fund Financial Statements to provide additional information that is essential to a full understanding of the financial statements including significant accounting policies, cash and investments, inter-fund transactions, liabilities, and other disclosures.

Financial Analysis of the Authority's General Fund Financial Statements

Our analysis focuses on the Balance sheet and changes in Fund balance of the Authority's governmental activities within the General Fund. The difference between the Authority's assets and liabilities represents the Authority's General Fund net position. Table 1 shows the assets and liabilities resulting in the Authority's net position. Table 2 shows the revenues and expenses resulting in the change in net position.

Table 1
Statement of Net Position

	<u>2020</u>	<u>2019</u>
ASSETS:		
Cash and Investments	\$5,317,951	\$6,768,008
Accounts Receivable	2,345,196	2,436,254
Accrued Interest Receivable	-	19,280
Due from other governments	45,252	61,244
Prepaid costs	18,353	744,742
Capital assets not being depreciated	248,916	248,916
Capital assets, net of depreciation	945,591	1,041,066
Total Assets	<u>8,930,259</u>	<u>11,319,510</u>
DEFERRED OUTFLOW OF RESOURCES:		
Deferred outflows related to pensions/OPEB	19,245,802	10,290,022
Total Deferred Outflow of Resources	<u>19,245,802</u>	<u>10,290,022</u>
LIABILITIES:		
Accounts payable and accrued expenses	506,228	1,066,417
Accrued liabilities	345,215	266,599
Accrued Interest	78,723	81,472
Unearned revenue	51,202	130,805
Compensated absences, due in one year	436,158	411,870
Capital leases, due in one year	20,629	19,980
Loans payable, due in one year	132,701	121,466
Noncurrent liabilities		
Compensated absences, due in more than one year	654,237	617,803
Capital leases, due in more than one year	21,299	41,928
Loans payable, due in more than one year	1,364,368	1,497,069
Net OPEB liability	3,913,298	5,071,455
Net pension liability	26,644,697	16,345,656
Total Liabilities	<u>34,169,055</u>	<u>25,677,709</u>
DEFERRED INFLOWS OF RESOURCES:		
Deferred inflows related to pensions	2,162,728	1,298,571
Deferred inflows related to OPEB	-	868
Total Deferred Inflows of Resources	<u>2,162,728</u>	<u>1,299,439</u>
NET POSITION:		
Net investment in capital assets	1,161,579	1,228,074
Unrestricted	(9,317,301)	(6,595,690)
Total Net Position	<u>\$ (8,155,722)</u>	<u>\$ (5,367,616)</u>

BALANCE SHEET (Table 1)

- There was a \$2,788,106 decrease in net position due to increased pension costs associated with the Authority's actuarially determined proportionate share of SBCERA's pension liability being increased this year.

Table 2
Change in Net Position

	2020	2019
Revenues:		
Program Revenues	\$ 4,026,944	\$ 5,004,453
General Revenues		
Property Taxes	10,885,314	10,566,585
Investment Income	140,142	63,160
Total Revenues	15,052,400	15,634,198
Expenditures:		
Public safety	18,799,911	12,838,509
Interest and fiscal charges	100,906	539,755
Total Expenditures	18,900,817	13,378,264
Special Item (Note 13)	74,181	(8,854,935)
Net Change in Net Position	(3,774,236)	(6,599,001)
Net Position, Beginning of Year	(5,367,616)	1,231,385
Restatement	986,130	-
Net Position at end of Year	\$ (8,155,722)	\$ (5,367,616)
Increase (Decrease) in Net Position	\$ (2,788,106)	\$ (6,599,001)

CHANGE IN NET POSITION (Table 2)

- Total revenues were \$15,052,400 or \$581,798 less than the prior year, primarily due to an unusually slow fire season which resulted in reduced mutual aid reimbursement revenue.
- Total expenses were \$18,900,817 or \$5,522,553 more than the prior year as a result of to increased pension costs associated with the Authority's actuarially determined proportionate share of SBCERA's pension liability being increased this year.
- Net Position at end of year was \$(8,155,722), a decrease of \$2,788,106

Debt Administration

At the end of the current fiscal year, the Authority had total debt outstanding of \$2,629,392. During the fiscal year, the District's debt obligation decreased \$85,913 due to debt service payments made on the Authority's capital lease and loan obligations.

Long Term Debt As of June 30, 2020

	<u>2020</u>	<u>2019</u>
Compensated Absences	\$1,090,395	\$1,029,673
Capital Lease	41,928	61,908
Loans Payable	<u>1,497,069</u>	<u>1,623,724</u>
	\$2,629,392	\$2,715,305

Pension-Related Items and Net Pension Liability

Deferred Outflows and Inflows:

The pension related items include deferred outflows and inflows in the amount of \$19,220,613 and \$2,162,728 respectively. The portion of deferred outflows related to contributions made by the Authority subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. The contributions made subsequent to the measurement date are \$3,218,536. The remaining deferred outflows and inflows resulting from changes in proportion and differences between employer contributions and proportionate share contributions, changes in actuarial assumptions, differences in projected and actual pension plan investments, and differences between expected and actual experience in total pension liability will be amortized and recognized as pension expense in the year ended June 30, 2021 and thereafter as shown in Note 9 to the financial statements.

Net Pension Liability:

The aggregate net pension liability represents total pension liability (the present value of projected benefit payments to be provided through the plan to current active and inactive employees that is attributed to those employees' years of service) less the amount of the pension plan's fiduciary net position. The Authority's net pension liability as of June 30, 2020 is reported as \$26,644,697 for its proportionate shares of the SBCERA net pension liability and the Big Bear City Community Services District's net pension liability administered by CalPERS.

Net OPEB Liability:

The aggregate net OPEB liability represents total OPEB liability (the present value of projected health benefit payments to be provided through the plan current retirees that is attributed to those employees' years of service) less the amount of the OPEB plan's fiduciary net position. The Authority's net OPEB liability as of June 30, 2020 is reported as \$3,913,298 for its proportionate share of the Big Bear City Community Services District's net OPEB liability.

Capital Asset Activity

As of June 30, 2020, the Authority had \$1,203,507 capital assets as shown in the table below. This amount represents a decrease in capital assets in the amount of \$86,475 as a result of depreciation.

Capital Assets (net of depreciation) Governmental Activities As of June 30, 2020

Land	\$248,916
Buildings	176,127
Large Utility	586,997
Equipment	<u>191,467</u>
Total	\$1,203,507

Considerations, Plans and Projections for Next Fiscal Year

On July 1, 2018 the Authority became a fully integrated fire agency, having merged with the fire departments from the Big Bear Lake Fire Protection District and the Big Bear City Community Services District. The revenue projections provided for in fiscal Year 2020-2021 are based on projected property tax pass-through revenues as well as ambulance, air operations and mutual aid revenues from which the projected expenditures for the Authority will be funded.

Contacting the Authority's Financial Management

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the Authority's finances and to show the Authority's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Finance Department, at the Big Bear Fire Authority, PO Box 2830, Big Bear Lake, California 92315, (909) 866-7566.

BIG BEAR FIRE AUTHORITY

**STATEMENT OF NET POSITION
JUNE 30, 2020**

	Governmental Activities
Assets:	
Cash and investments	\$ 5,317,951
Accounts receivable	2,345,196
Due from other governments	45,252
Prepaid costs	18,353
Capital assets not being depreciated	248,916
Capital assets, net of depreciation	954,591
Total Assets	8,930,259
Deferred Outflows of Resources:	
Deferred pension-related items	19,220,613
Deferred other post-employment benefits-related items	25,189
Total Deferred Outflows of Resources	19,245,802
Liabilities:	
Accounts payable	506,228
Accrued liabilities	345,215
Accrued interest	78,723
Unearned revenue	51,502
Compensated absences, due in one year	436,158
Capital leases, due in one year	20,629
Loans payable, due in one year	132,701
Noncurrent liabilities:	
Compensated absences	654,237
Capital leases	21,299
Loans payable	1,364,368
Net pension liability	26,644,697
Net other post-employment benefits liability	3,913,298
Total Liabilities	34,169,055
Deferred Inflows of Resources:	
Deferred pension-related items	2,162,728
Total Deferred Inflows of Resources	2,162,728
Net Position:	
Net investment in capital assets	1,161,579
Unrestricted	(9,317,301)
Total Net Position	\$ (8,155,722)

The notes to financial statements are an integral part of this statement.

BIG BEAR FIRE AUTHORITY

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020**

	Governmental Activities
Expenses:	
Public safety	\$ 18,799,911
Interest on long-term debt	100,906
Total Program Expenses	18,900,817
Program Revenues:	
Public safety:	
Charges for services	2,652,895
Operating grants and contributions	1,374,049
Total Program Revenues	4,026,944
Net Program (Expenses) Revenues	(14,873,873)
General Revenues:	
Property taxes	10,885,314
Use of money and property	140,142
Total General Revenues	11,025,456
Special Item (Note 13)	74,181
Change in Net Position	(3,774,236)
Net Position at the Beginning of the Year, as Originally Reported	(5,367,616)
Restatement	986,130
Net Position at the Beginning of the Year, as Restated	(4,381,486)
Net Position at the End of the Year	\$ (8,155,722)

The notes to financial statements are an integral part of this statement.

BIG BEAR FIRE AUTHORITY

**BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2020**

	General	Special Revenue Fund Grants Fund	Total Governmental Funds
Assets:			
Cash and investments	\$ 5,268,249	\$ 49,702	\$ 5,317,951
Accounts receivable	2,345,196	-	2,345,196
Due from other governments	42,302	2,950	45,252
Prepaid costs	18,353	-	18,353
Total Assets	\$ 7,674,100	\$ 52,652	\$ 7,726,752
Liabilities and Fund Balance:			
Liabilities:			
Accounts payable	\$ 505,078	\$ 1,150	\$ 506,228
Accrued liabilities	345,215	-	345,215
Unearned revenues	-	51,502	51,502
Total Liabilities	850,293	52,652	902,945
Fund Balance:			
Nonspendable:			
Prepaid costs	18,353	-	18,353
Unassigned	6,805,454	-	6,805,454
Total Fund Balance	6,823,807	-	6,823,807
Total Liabilities and Fund Balance	\$ 7,674,100	\$ 52,652	\$ 7,726,752

The notes to financial statements are an integral part of this statement.

BIG BEAR FIRE AUTHORITY

**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2020**

Amounts reported for governmental activities in the statement of net position are different because:

Total fund balances - governmental funds		\$ 6,823,807
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		
Capital assets	\$ 1,459,087	
Accumulated depreciation	<u>(255,580)</u>	1,203,507
Long-term liabilities, as described below, are not due and payable in the current period, and therefore, are not reported in the funds.		
Ambulance capital lease	(41,928)	
CSD Side Fund loan	(506,272)	
SBCERA loan	(990,797)	
Compensated absences	<u>(1,090,395)</u>	(2,629,392)
Accrued interest payable for the current portion of interest due on long-term debt has not been reported in the governmental funds.		(78,723)
Governmental funds report all pension contributions as expenditures; however, in the statement of net position, the excess of the total pension liability over the plan fiduciary net position is reported as a net pension liability.		(26,644,697)
Governmental funds report all other post-employment benefits (OPEB) contributions as expenditures; however, in the statement of net position, the excess of the total OPEB liability over the plan fiduciary net position is reported as a net OPEB liability.		(3,913,298)
Pension-related deferred outflows of resources that have not been included as financial uses in the governmental activity are as follows:		
Contributions made after the actuarial measurement date	3,218,536	
Changes in assumptions	3,001,624	
Difference between expected and actual experiences	623,797	
Net difference between projected and actual earnings on plan investments	425,154	
Adjustments due to differences in proportions	152,938	
Difference in proportionate share	<u>11,798,564</u>	19,220,613
Pension-related deferred inflows of resources that have not been included as financial resources in the governmental fund activity are as follows:		
Changes in assumptions	(41,523)	
Difference between expected and actual experiences	(686,590)	
Net difference between projected and actual earnings on plan investments	(71,413)	
Adjustments due to differences in proportions	(1,006,400)	
Difference in proportionate share	<u>(356,802)</u>	(2,162,728)
OPEB-related deferred outflows of resources that have not been included as financial resources in the governmental fund activity are as follows:		
Net difference between projected and actual earnings on plan investments		<u>25,189</u>
Net Position of Governmental Activities		<u>\$ (8,155,722)</u>

BIG BEAR FIRE AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
 GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2020

	Special Revenue Fund		Total Governmental Funds
	General	Grants Fund	
Revenues:			
Taxes	\$ 10,885,314	\$ -	\$ 10,885,314
Intergovernmental	-	37,193	37,193
Charges for services	2,410,744	-	2,410,744
Use of money and property	140,142	-	140,142
Contributions	1,257,847	79,009	1,336,856
Miscellaneous	242,151	-	242,151
Total Revenues	14,936,198	116,202	15,052,400
Expenditures:			
Current:			
Public safety	16,461,632	156,559	16,618,191
Debt service:			
Principal retirement	146,635	-	146,635
Interest and fiscal charges	103,655	-	103,655
Total Expenditures	16,711,922	156,559	16,868,481
Excess (Deficiency) of Revenues over (under) Expenditures	(1,775,724)	(40,357)	(1,816,081)
Other Financing Sources (Uses):			
Transfers in	-	40,357	40,357
Transfers out	(40,357)	-	(40,357)
Total Other Financing Sources (Uses)	(40,357)	40,357	-
Special Item (Note 13)	74,181	-	74,181
Net Change in Fund Balances	(1,741,900)	-	(1,741,900)
Fund Balance at the Beginning of the Year	8,565,707	-	8,565,707
Fund Balance at the End of the Year	\$ 6,823,807	\$ -	\$ 6,823,807

BIG BEAR FIRE AUTHORITY

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020**

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds	\$	(1,741,900)
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense in the current period.</p>		
Depreciation		(86,475)
<p>The issuance of long-term debt (e.g. bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. The following amounts are the effects of these differences in the treatment of long-term debt and related items.</p>		
Principal repayments on capital leases	\$	19,980
Principal repayments on loans payable		146,635
		<u>166,615</u>
Net change in accrued interest on long-term debt for the current period reported on the statement of activities.		2,749
Compensated absences expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		(60,722)
Pension obligation expenses reported in the statement of activities do not require the use of current financial resources and, therefore are not reported as expenditures in governmental funds.		(2,232,607)
Other post-employment benefits obligation expenses reported in the statement of activities do not require the use of current financial resources and, therefore are not reported as expenditures in governmental funds.		198,084
		<u>198,084</u>
Change in Net Position of Governmental Activities	\$	<u>(3,774,236)</u>

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2020

Note 1: Reporting Entity and Significant Accounting Policies

a. Reporting Entity

The Big Bear Fire Authority (the Authority) was formed on June 21, 2012 pursuant to the California Joint Exercise of Powers Act, commencing at California Government Code section 6500 *et seq.* to merge the Big Bear Lake Fire Protection District's and the Big Bear City Community Services District's fire agencies under one umbrella, and provide fire protection and prevention services in the Big Bear Valley area of San Bernardino County.

The governing board consists of ten directors, including the elected or appointed members of the boards of directors of the participating agencies. The term of office of each director shall be concurrent with that director's term or office on the participating agency's Board of Directors.

The Authority's operations are funded by contributions from the participating agencies.

b. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all activities of the Big Bear Fire Authority.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

c. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 90 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Note 1: Reporting Entity and Significant Accounting Policies (Continued)

Taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when the government receives cash.

The Authority reports the following major funds:

- The General Fund is the Authority's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The Grants Fund accounts for receipts and disbursements relating to grant programs received by the Authority.

Amounts reported as program revenues include: 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first and then unrestricted resources as they are needed.

Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 1: Reporting Entity and Significant Accounting Policies (Continued)

d. Assets, Liabilities and Net Position or Equity

Cash and Investments

The Authority's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. Investments for the Authority are reported at fair value. The State Treasurer's Investment Pool operates in accordance with appropriate State laws and regulations. The reported value of the pool is the same as the fair value of the pool shares.

Receivables and Payables

Available means due or past due and receivable within the current period and collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. The Authority accrues revenue only for those revenues which are received within 90 days after year-end.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than purchased.

Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, bridges, sidewalks and similar items), are reported in the governmental activities' column in the government-wide financial statements. The Authority defined capital assets as assets with an initial, individual cost of more than \$3,000 and an estimated useful life in excess of three years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of acquisition.

In accordance with GASB Statement No. 34, the Authority has reported its general infrastructure.

Addition of a major component (over \$3,000) to an existing fixed asset that increases its usability or value is considered to be a fixed asset addition to the original asset. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the Authority are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
General plant and equipment	5 - 30

Note 1: Reporting Entity and Significant Accounting Policies (Continued)

Compensated Absences

It is the Authority's policy to permit employees to accumulate general leave benefits. Under the current memorandum of understanding, Authority's employees receive 17 to 22, 24-hour shifts of general leave each year depending upon length of service. Each employee's maximum accrual of general leave shall be equal to three times the employee's annual entitlement in hours. Employees may cash out up to 192 hours of general leave per fiscal year. However, employees must keep a minimum leave amount of 72 hours.

All vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental fund only if they have matured, for example, as a result of employee resignations and retirements.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The government reports deferred outflows of resources for pension contributions made after the actuarial measurement date, for actuarial adjustments due to the proportionate share of the contributions made to the pension liability, for changes in pension assumptions and other inputs, and for the difference between expected and actual experience in the total pension liability.

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. In the government-wide statement of net position, the government reports deferred inflows of resources for pension and other post-employment benefits related items due to the net difference between the projected and actual earnings on pension and OPEB plan investments and for the difference between expected and actual experience in total pension liability.

The governmental fund balance sheet also reports one item under deferred inflows of resources, which arises only under the modified accrual basis of accounting. The item, unavailable revenue from grant reimbursements is reported only in the governmental funds balance sheet and will be recognized as an inflow of resources in the period when the amounts become available.

Pensions

For the purposes of measuring the net pension liability, deferred outflows and inflows of resources, and pension expense, information about the fiduciary net position of the San Bernardino County Employees' Retirement Association (SBCERA) and the California Public Employees Retirement System (CalPERS) and additions to/deductions from SBCERA and CalPERS' plans fiduciary net positions have been determined on the same basis as they are reported by SBCERA and CalPERS. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms, and investments are reported at fair value.

Note 1: Reporting Entity and Significant Accounting Policies (Continued)

Other Post-Employment Benefits

For the purposes of measuring the net other post-employment benefits (OPEB) liability, deferred outflows and inflows of resources, and OPEB expense, information about the fiduciary net position of California Public Employees Retirement System (CalPERS) trust, and additions to/deductions from CalPERS plan's fiduciary net position have been determined on the same basis as it is reported by CalPERS. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms, and investments are reported at fair value.

Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenses when incurred.

Fund Equity

In the fund financial statements, government funds report the following fund balance classifications:

Non-spendable Fund Balance – This includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted Fund Balance – This includes amounts that are constrained on the use of resources by either (a) external creditors, grantors, contributors, or laws or regulations of other governments or (b) by law through constitutional provisions or enabling legislation.

Committed Fund Balance – This includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest authority. The formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a minute action or a resolution.

Assigned Fund Balance – This includes amounts that are constrained by the government's intent to be used for specific purposes but are neither restricted nor committed.

Unassigned Fund Balance – This includes the residual amounts that have not been restricted, committed, or assigned to specific purposes.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 1: Reporting Entity and Significant Accounting Policies (Continued)

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Authority considers restricted amounts to be used first, then unrestricted. When an expenditure is incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used, they are considered to be spent in the order as follows: committed, assigned and then unassigned.

Functional Classifications

Expenditures of the governmental funds are classified by function. Functional classifications are defined as follows:

- Public Safety includes activities of the Fire Authority involved in the protection of people and property from fire.

Note 2: Stewardship, Compliance and Accountability

Note 2 to Required Supplementary Information, *Excess of Expenditures over Appropriations*, describes budgetary excesses in the General Fund that occurred for the year ended June 30, 2020.

Note 3: Cash and Investments

Cash and investments at June 30, 2020, consisted of the following:

	Carrying Amount	Fair Value
Cash and cash equivalents	\$ 1,203,290	\$ 1,203,290
Investments	4,114,661	4,114,661
Total Cash and Investments	<u>\$ 5,317,951</u>	<u>\$ 5,317,951</u>

The Authority follows the practice of pooling cash and investments of all funds. Interest income earned on pooled cash and investments is allocated quarterly to the various funds based on monthly cash and investment balances. Interest income from cash and investments with fiscal agents is credited directly to the related fund.

Deposits

At June 30, 2020, the carrying amount of the Authority's deposits was \$1,203,290 and the bank balance was \$1,426,999. The \$223,709 difference represents outstanding checks and other reconciling items.

The California Government Code requires California banks and savings and loan associations to secure a City's deposits by pledging government securities with a value of 110% of a City's deposits. California law also allows financial institutions to secure a City's deposits by pledging first trust deed mortgage notes having a value of 150% of a City's total deposits. The City Treasurer may waive the collateral requirement for deposits that are fully insured up to \$250,000 by the FDIC. The collateral for deposits in federal and state chartered banks is held in safekeeping by an authorized Agent of Depository recognized by the State of California Department of Banking. The collateral for deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 3: Cash and Investments (Continued)

San Francisco, California as an Agent of Depository. These securities are physically held in an undivided pool for all California public agency depositors. Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an "Agent of Depository" has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by California Agents of Depository are considered to be held for, and in the name of, the local governmental agency.

Investments in State Investment Pool

The Authority is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the Authority's investment in this pool is reported in the accompanying financial statements at amounts based on the Authority's pro rate share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. LAIF is not registered with the Securities and Exchange Commission and is not rated. Deposits and withdrawals in LAIF are made on the basis of \$1 and not fair value.

Concentration of Credit Risk

The only investment held by the Authority is LAIF, which is exempt from any restrictions regarding concentration of credit risk.

Credit Risk

As of June 30, 2020, the Authority's investments in external investment pools are unrated.

Custodial Credit Risk

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. As of June 30, 2020, the Authority had no investments considered to be exposed to custodial credit risk. The Authority does not have a policy related to custodial credit risk.

Interest Rate Risk

As of June 30, 2020, the fair value of the Authority's investments was \$4,114,661, all invested in the Local Agency Investment Fund which has a maturity of less than one year.

Fair Value Measurements

GASB Statement No. 72, *Fair Value Measurement and Application* establishes general principles for measuring fair value and standards of accounting and financial reporting for assets and liabilities measured at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 3: Cash and Investments (Continued)

participants at the measurement date. The Authority categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. LAIF, being the only investment held, is considered to be unclassified.

Note 4: Capital Assets

A summary of changes in capital assets for fiscal year ended June 30, 2020, is as follows:

	Beginning Balance July 1, 2019	Increases	Decreases	Ending Balance June 30, 2020
Capital assets, not being depreciated:				
Land	\$ 248,916	\$ -	\$ -	\$ 248,916
Total Capital Assets, Not Being Depreciated	<u>248,916</u>	<u>-</u>	<u>-</u>	<u>248,916</u>
Capital assets, being depreciated:				
Equipment	265,972	-	-	265,972
Buildings and Structures	211,749	-	-	211,749
Automotive Equipment	732,450	-	-	732,450
Total Capital Assets, Being Depreciated	<u>1,210,171</u>	<u>-</u>	<u>-</u>	<u>1,210,171</u>
Less accumulated depreciation:				
Equipment	44,381	30,124	-	74,505
Buildings and Structures	23,583	12,039	-	35,622
Automotive Equipment	101,141	44,312	-	145,453
Total Accumulated Depreciation	<u>169,105</u>	<u>86,475</u>	<u>-</u>	<u>255,580</u>
Total Capital Assets, Being Depreciated, Net	<u>1,041,066</u>	<u>(86,475)</u>	<u>-</u>	<u>954,591</u>
Governmental Activities Capital Assets, Net	<u>\$ 1,289,982</u>	<u>\$ (86,475)</u>	<u>\$ -</u>	<u>\$ 1,203,507</u>

Depreciation expense was fully charged to the public safety function in the amount of \$86,475.

Note 5: Long Term Debt

a. Capital Lease Obligations

A summary of the changes in capital lease obligations for the fiscal year ended June 30, 2020, is as follows:

	Balance June 30, 2019	Additions	Deletions	Balance June 30, 2020	Due within One Year
2016 Ambulance Capital Lease	\$ 61,908	\$ -	\$ 19,980	\$ 41,928	\$ 20,629

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 5: Long Term Debt (Continued)

2016 Ambulance Capital Lease

In June 2016, the Authority entered into a lease agreement as lessee for financing the acquisition of an ambulance valued at \$100,000. The ambulance has a five-year estimated useful life. For the year ended June 30, 2020, \$20,000 was included in depreciation expense. This lease agreement qualifies as a capital lease for accounting purposes and, therefore, has been recorded at the present value of future minimum lease payments as of the inception date. The lease is to be liquidated through the General Fund.

The future minimum lease obligations and the net present value of these lease payments as of June 30, 2020, were as follows:

Year ending June 30	Governmental Activities
2021	\$ 21,992
2022	21,992
Total minimum lease payments	43,984
Less: amount representing interest	(2,056)
Present value of minimum lease payments	<u>\$ 41,928</u>

b. Loans from Direct Borrowings

A summary of the changes in loan lease obligations for the fiscal year ended June 30, 2020, is as follows:

	Balance at July 1, 2019	Increases	Decreases	Balance at June 30, 2020	Due within One Year
Loans from Direct Borrowings:					
SBCERA Loan	\$ 1,015,986	\$ -	\$ 25,189	\$ 990,797	\$ 27,395
CSD Side Fund Loan	607,738	-	101,466	506,272	105,306
Total	<u>\$ 1,623,724</u>	<u>\$ -</u>	<u>\$ 126,655</u>	<u>\$ 1,497,069</u>	<u>\$ 132,701</u>

SBERA Loan

As part of the merger between the Big Bear Lake Fire Protection District and the Big Bear Fire Authority, the employees of the District are to be included in the San Bernardino County Employees' Retirement Association (SBCERA)'s County Safety cost group and moved out of the City's Other Safety cost group. SBCERA and the District, on behalf of the City of Big Bear Lake, have agreed that the amount to effectuate the inclusion of the District into the present County Safety cost group, and to avoid negatively impacting the County as a result, is \$6,508,000 calculated as of June 30, 2016, the last date for which actuarially determined unfunded actuarial liability (UAL) figures are available ("Transfer Amount"). As part of the merger agreement, a CalPERS credit was received in the amount of \$5,180,175 on July 1, 2018, which reduced the actual payable amount of the loan to \$1,177,541.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 5: Long Term Debt (Continued)

CSD CalPERS Side Fund Loan

In Fiscal Year 2014-15, the Big Bear City Community Services District's (CSD) Sewer Department loaned \$1,020,445 to the CSD Fire Department. The CSD Fire Department paid off their Safety Group CalPERS side fund with the loaned funds. The legally binding interfund agreement requires that the Fire Department repay the loan within 10 years including 3.75 percent interest. Previously the CSD Fire Department had paid CalPERS 7.5 percent for the same loan and the Sewer Department had been earning 0.3 percent with the California Local Agency Investment Fund (LAIF). The side fund loan is secured with CSD collected property tax. As part of the merger agreement, between the CSD Fire Department and the Big Bear Fire Authority, this loan is now an obligation of the Fire Authority.

Debt service requirements on long-term debt at June 30, 2020, are as follows:

<u>Year Ending June 30,</u>	<u>Loans from Direct Borrowings</u>	
	<u>Principal</u>	<u>Interest</u>
2021	\$ 132,701	\$ 104,579
2022	139,088	98,125
2023	145,834	91,303
2024	152,966	84,086
2025	98,852	74,449
2026-2030	248,292	311,767
2031-2035	377,824	176,547
2036-2037	201,512	18,023
	<u>\$ 1,497,069</u>	<u>\$ 958,879</u>

Note 6: Compensated Absences Payable

Compensated absences represent the amount of accumulated vacation which is expected to be liquidated with future resources. There is no fixed payment schedule for unpaid compensated absences. See Note 1 for additional information. Compensated absences are typically liquidated through the General Fund.

<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
<u>\$ 1,029,673</u>	<u>\$ 1,090,395</u>	<u>\$ 1,029,673</u>	<u>\$ 1,090,395</u>	<u>\$ 436,158</u>

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 7: Interfund Transactions

During the normal course of business, the Authority moves resources from a fund receiving revenue to the fund where the resources are expended. Such transactions are recorded as transfers. The general fund made a transfer in the amount of \$40,357 to the grants fund to meet grant matching requirements.

Note 8: Defined Contribution Pension Plan

The Big Bear Fire Authority's two 457(b) deferred compensation plans are defined contribution pension plans administered by the Board of Directors and management of the Big Bear Fire Authority. The deferred compensation plans cover all employees who were previously covered under the Authority's previous 401(a) Money Purchase Plan, which closed at the end of the previous fiscal year and did not opt for a distribution of assets from that plan.

Employees may make voluntary contributions to the plan up to the maximum annual amounts permitted by the Internal Revenue Service. One of the 457(b) plans is administered by Nationwide Trust Company (Nationwide Plan) and the other is administered by Lincoln Financial Group (Lincoln Plan). Voluntary employee contributions to the plans were \$181,494 to the Nationwide Plan and \$87,224 to the Lincoln Plan.

Federal law requires that Plan assets be held in trust for the exclusive benefit of the participants. Accordingly, the Authority is in compliance with the legislation. Therefore, these assets are not the legal property of the Authority and are not subject to claims of the Authority's general creditors. Market value of the plan assets held in trust at June 30, 2020, for the Nationwide Plan were \$617,834 for 29 participants; plan assets for the Lincoln Plan for the same period was \$479,903 for 22 participants.

The Authority's Board of Directors establishes and amends all deferred compensation plan provisions, including benefit terms and contribution requirements. Amendment or termination of the plans is subject to the meet and confer requirement of the Myers-Milias-Brown Act and other applicable law.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 9: Defined Benefit Pension Plans

a. SBCERA Cost-Sharing Plan

Plan Description

The San Bernardino County Employees' Retirement Association (SBCERA) was established by the County of San Bernardino in 1945. SBCERA is governed by the County Employees' Retirement Law of 1937 (California Government Code Section 31450 et. seq), the California Public Employees' Pension Reform Act of 2013 (CalPEPRA), and the regulations, procedures, and policies adopted by SBCERA's Board of Retirement. SBCERA is a cost-sharing multiple employer defined benefit public employee Retirement Association whose main function is to provide service retirement, disability, death and survivor benefits to the General and Safety members employed by the County of San Bernardino. SBCERA also provides retirement benefits to the employee members for 17 other employers which are members of SBCERA.

The Plan operates under the provisions of the California County Employees' Retirement Law of 1937 (CERL), the California Public Employees' Pension Reform Act of 2013 (PEPRA), and the regulations, procedures and policies adopted by SBCERA's Board of Retirement (Board). The Plan's authority to establish and amend the benefit terms are set by the CERL and PEPRA and may be amended by the California state legislature and in some cases require approval by the County of San Bernardino Board of Supervisors and/or the SBCERA Board. SBCERA is a tax qualified plan under Section 401 (a) of the Internal Revenue Code.

SBCERA is a legally separate entity from the Authority, not a component unit, and there is no financial interdependency with the County of San Bernardino. For these reasons, the Authority's basic financial statements exclude the SBCERA pension plan as of June 30, 2020. SBCERA publishes its own comprehensive annual financial report that includes its financial statements and required supplementary information, that can be obtained by writing SBCERA at, 348 W. Hospitality Lane, Third Floor, San Bernardino, California 92415-0014 or visiting the website at: www.SBCERA.org.

BIG BEAR FIRE AUTHORITY

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020**

Note 9: Defined Benefit Pension Plan (Continued)

Benefits Provided

SBCERA provides retirement, disability, death and survivor benefits. The CERL and PEPRRA establish benefit terms. Retirement benefits are calculated on the basis of age, average final compensation and service credit as follows:

	Safety - Tier 1	Safety - Tier 2
Final Average Compensation	Highest 12 months	Highest 36 months
Normal Retirement Age	Age 55	Age 57
Early Retirement: Years of service required and/or age eligible for	Age 70 any years	Age 70 any years
	10 years age 50	5 years age 50
	20 years any age	N/A
Benefit percent per year of service for normal retirement age	3% per year of final average compensation for every year of service credit	2.5% per year of final average three years compensation for every year of service credit
Benefit adjustments	Reduce before age 50	Reduce before age 57
Final Average Compensation Limitation	Internal Revenue Code section 401(a)(17)	Government Code 7522.10

An automatic cost of living adjustment is provided to benefit recipients based on changes in the local region Consumer Price Index (CPI) up to a maximum of 2% per year. Any increase greater than 2% is banked and may be used in years where the CPI is less than 2%. There is a one-time 7% increase at retirement for members hired before August 19, 1975. The Plan also provides disability and death benefits to eligible members and their beneficiaries, respectively. For retired members, the death benefit is determined by the retirement benefit option chosen. For all other members, the beneficiary is entitled to benefits based on the members years of service or if the death was caused by employment. General members are also eligible for survivor benefits which are payable upon a member's death.

Contributions

Participating employers and active members are required by statute to contribute a percentage of covered salary to the Plan. This requirement is pursuant to Government Code sections 31453.5 and 31454, for participating employers and Government Code sections 31621.6, 31639.25 and 7522.30 for active members.

The contribution requirements are established and may be amended by the SBCERA Board pursuant to Article 1 of the CERL, which is consistent with the Plan's actuarial funding policy. The contribution rates are adopted yearly, based on an annual actuarial valuation, conducted by an independent actuary, that requires actuarial assumptions with regard to mortality, expected future service (including age at entry into the Plan, if applicable and tier), and compensation increases of the members and beneficiaries. The combined active member and employer contribution rates are expected to finance the costs of benefits for employees that are allocated during the year, with an additional amount to finance any unfunded accrued liability. Participating employers may pay a portion of the active members' contributions through negotiations and bargaining agreements.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 9: Defined Benefit Pension Plan (Continued)

Employee contribution rates for the fiscal year ended June 30, 2020, ranged between 9.15% and 14.84% for Tier 1 General members and 9.06% for Tier 2 General members and 11.81% and 17.30% for Tier 1 Safety member and 16.13% for Tier 2 Safety member.

Employer contribution rates for the year ended June 30, 2020, are as follows:

	Employer Contribution Rates	
	Tier 1 Members	Tier 2 Members
General	38.38%	35.86%
Safety	57.11%	51.51%

The required employer contributions and the amount paid to SBCERA by the Authority for the year ended June 30, 2020, were \$2,708,917. The employer contributions were equal to the required employer contributions for the year ended June 30, 2020.

Pension Liability, Pension Expense and Deferred Outflows/Inflows of Resources

At June 30, 2020, the Big Bear Fire Authority reported a net pension liability of \$21,353,585 for its proportionate share of the SBCERA's net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019. The SBCERA's publicly available financial report provides details on the change in the net pension liability.

The Authority's proportion of the net pension liability were based on the contributions received by SBCERA during the measurement period for employer payroll paid dates from July 1, 2018, through June 30, 2019, relative to the total employer contributions received from all of SBCERA's participating employers. At the June 30, 2019, measurement date, the Authority's proportion was 0.787%, which is a 100.3% increase over the prior year proportion of 0.393%.

For the year ended June 30, 2020, the Authority recognized \$4,645,275 for its proportionate share of SBCERA's pension expense.

At June 30, 2020, the Authority reported their proportionate shares of deferred outflows of resources and deferred inflows of resources related to pensions, from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to the measurement date	\$ 2,708,917	\$ -
Changes in proportion and differences between employer's contributions and proportionate share of contributions	11,798,564	-
Changes in assumptions or other inputs	2,788,849	-
Net difference of projected versus actual earnings on Pension Plan investments	425,154	
Difference between expected and actual experience in the Total Pension Liability	284,864	686,590
Total	\$ 18,006,348	\$ 686,590

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 9: Defined Benefit Pension Plan (Continued)

The \$2,708,917 reported as deferred outflows of resources related to pensions contributions made subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to SBCERA pensions will be recognized in pension expense as follows:

Measurement Period Ended June 30,	Deferred Outflows/ (Inflows) of Resources
2020	\$ 3,664,955
2021	2,615,828
2022	3,555,518
2023	3,135,511
2024	1,581,390
2025	57,639
Total	<u>\$ 14,610,841</u>

Actuarial Assumptions and Methods

The significant actuarial assumptions and methods used to measure the total pension liability are as follows:

Actuarial valuation date	June 30, 2018
Actuarial cost method	Entry age normal
Amortization method	Level percent of payroll (3.50% payroll growth assumed)
Investment rate of return	7.25%
Inflation	3.00%
Projected salary increases	4.50% to 14.50%
Administrative expenses	0.70% of payroll

For General employees, post-retirement mortality is based on the RP-2000 Combined Healthy Mortality Tables projected with Scale BB to 2020.

The actuarial assumptions used in the June 30, 2019, valuation were based on the results of an actuarial experience study for the three-year period of July 1, 2013, through June 30, 2016.

The long-term expected rate of return on pension plan investments is 7.25%. The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of inflation) are developed for each major asset class. These returns are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage, adding expected inflation, and subtracting expected investment expenses and a risk margin. The target allocation and projected arithmetic real rates of return for each major asset class, after deducting inflation

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 9: Defined Benefit Pension Plan (Continued)

but before deducting investment expenses are shown in the following table. This information was used in the derivation of the long-term expected investment rate of return assumption for the June 30, 2019, actuarial valuation. This information will change every three years based on the actuarial experience study.

Asset Class	Target Allocation	Long-Term Expected Arithmetic Real Estate of Return
Large Cap U.S. Equity	8.00%	5.61%
Small Cap U.S. Equity	2.00%	6.37%
Developed International Equity	6.00%	6.96%
Emerging Market Equity	6.00%	9.28%
U.S. Core Fixed Income	2.00%	1.06%
High Yield/Credit Strategies	13.00%	3.65%
Global Core Fixed Income	1.00%	0.07%
Emerging Market Debt	6.00%	3.85%
Real Estate	9.00%	4.37%
Cash & Equivalents	2.00%	-0.17%
International Credit	11.00%	6.75%
Absolute Return	13.00%	3.56%
Other Real Assets	5.00%	6.35%
Private Equity	16.00%	8.47%
Total	100.00%	

Discount rate

The discount rate used to measure the TPL was 7.25% for June 30, 2019. The projection of cash flows used to determine the discount rate assumed employer and member contributions will be made at rates equal to the actuarially determined contribution rates. For this purpose, only employee and employer contributions that are intended to fund benefits for current plan members and their beneficiaries are included. Projected employer contributions that are intended to fund the service costs for future plan members and their beneficiaries, as well as projected contributions from future plan members, are not included. Based on those assumptions, the Plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments for current plan members. Therefore, the long-term expected rate of returns on pension plan investments of 7.25% was applied to all periods of projected benefit payments to determine the TPL as of June 30, 2019.

Sensitivity of Net Pension Liability to Changes in Discount Rate

The following presents the Net Pension Liability (NPL) of the Authority's plans as of June 30, 2019, calculated using the discount rate of 7.25%, as well as what the respective NPLs would be if it were calculated using a discount rate that is 1-percentage-point lower (6.25%) or 1-percentage-point higher (8.25%) than the current rate.

BIG BEAR FIRE AUTHORITY

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020**

Note 9: Defined Benefit Pension Plan (Continued)

June 30, 2019	1.00% Decrease 6.25%	Current Discount Rate 7.25%	1.00% Increase 8.25%
Authority's proportionate share of net pension liability	\$ 32,119,721	\$ 21,353,585	\$ 12,527,067

Pension Plan Fiduciary Net Position

Detailed information about the SBCERA's fiduciary net position is available in a separately issued SBCERA comprehensive annual financial report. That report may be obtained on the Internet at www.SBCERA.org; by writing to SBCERA at 348 W. Hospitality Lane, Third Floor, San Bernardino, California 92415; or by calling (909) 885-7980 or (877) 722-3721.

b. CalPERS Cost-Sharing Plan

The Authority funds a portion of the Big Bear City Community Services District's PERS pension plan for safety retirees. No current employees are eligible to participate in this plan and all active employees have transitioned over to the SBCERA cost-sharing plan as of June 30, 2020. The CalPERS plan is a cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plan are established by State statute and Local Government resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment.

Contribution Description

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Employer contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contribution requirements are classified as plan member contributions.

BIG BEAR FIRE AUTHORITY

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020**

Note 9: Defined Benefit Pension Plan (Continued)

Actuarial Methods and Assumptions

For the measurement period ended June 30, 2019, (the measurement date), the total pension liability was determined by rolling forward the June 30, 2018 total pension liability determined in the June 30, 2018 valuation. The June 30, 2019 total pension liabilities were based on the following actuarial methods and assumptions:

Actuarial Assumptions

Discount Rate	7.15%
Inflation	2.50%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table ¹	Derived using CalPERS' membership data for all funds
Post Retirement Benefit Increase	Contract COLA up to 2.5% until Purchasing Power Protection Allowance floor on purchasing power applies

¹ The mortality table used was developed based on CalPERS-specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

Discount Rate

The discount rate used to measure the total pension liability was 7.15 percent. To determine whether the municipal bond rate should be used in the calculation of the discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. The tests revealed the assets would not run out. Therefore, the current 7.15 percent discount rate is appropriate, and the use of the municipal bond rate calculation is not deemed necessary. The long-term expected discount rate of 7.15 percent is applied to all plans in the Public Employees' Retirement Fund (PERF). The cash flows used in the testing were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at CalPERS website under the GASB 68 section.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 9: Defined Benefit Pension Plan (Continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, staff took into account both short-term and long-term market return expectations as well as the expected pension fund (PERF) cash flows. Taking into account historical returns of all the Public Employees Retirement Funds' asset classes (which includes the agent plan and two cost-sharing plans or PERF A, B, and C funds), expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each PERF fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. The target allocation shown was adopted by the Board effective on July 1, 2014.

<u>Asset Class</u>	<u>Current Target Allocation</u>	<u>Real Return Years 1 - 10¹</u>	<u>Real Return Years 11+²</u>
Global Equity	50.00%	4.80%	5.98%
Global Fixed Income	28.00%	1.00%	2.62%
Inflation Sensitive	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Estate	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%

¹An expected inflation of 2.0% used for this period.

²An expected inflation of 2.92% used for this period.

Pension Plan Fiduciary Net Position

The plan fiduciary net position disclosed in the GASB 68 accounting valuation report may differ from the plan assets reported in the funding actuarial valuation report due to several reasons. First, for the accounting valuations, CalPERS must keep items such as deficiency reserves, fiduciary self-insurance and OPEB expense included as assets. These amounts are excluded for rate setting purposes in the funding actuarial valuation. In addition, differences may result from early Comprehensive Annual Financial Report closing and final reconciled reserves.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 9: Defined Benefit Pension Plan (Continued)

Changes in Net Pension Liability

At June 30, 2019, the measurement date, the Authority reported its proportionate share of the CSD's net pension liability of \$5,291,112; a decrease of \$1,106,086 from the prior year amount of \$6,397,198.

The net pension liability of the plan is measured as of June 30, 2019, and the total pension liability for the plan used to calculate the net pension liability was determined by an actuarial valuation of June 30, 2018, rolled forward to June 30, 2019, using standard update procedures. The proportion of the net pension liability was based on a projection of the Department's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Authority's proportionate share of the net pension liability for the plan as of June 30, 2019 and 2020 was as follows:

	Safety Plan
Proportion – June 30, 2018	0.066%
Proportion – June 30, 2019	0.051%
Change – Increase (Decrease)	-23%

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Plan as of the Measurement Date, calculated using the discount rate of 7.15 percent, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15 percent) or 1 percentage-point higher (8.15 percent) than the current rate:

	Discount Rate - 1% (6.15%)	Current Discount Rate (7.15%)	Discount Rate + 1% (8.15%)
Plan's Net Pension Liability -Authority Allocation (42%)	\$8,165,343	\$5,291,112	\$2,752,707

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 9: Defined Benefit Pension Plan (Continued)

Recognition of Gains and Losses

Under GASB 68, gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time.

The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense.

The amortization period differs depending on the source of the gain or loss:

Difference between projected and actual earnings	5 year straight-line amortization
All other amounts	Straight-line amortization over the expected remaining service lives of all members that are provided with benefits (active, inactive, and retired) as of the beginning of the measurement period.

The expected average remaining service lifetime (EARSL) is calculated by dividing the total future service years by the total number of plan participants (active, inactive, and retired). The EARSL for the Plan for the measurement period ending June 30, 2019, is 3.8 years.

Pension Expense, Deferred Outflows, and Deferred Inflows of Resources Related to Pensions

For the fiscal year ended June 30, 2020, the Authority recognized a pension expense of \$705,868.

BIG BEAR FIRE AUTHORITY

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020**

Note 9: Defined Benefit Pension Plan (Continued)

As of June 30, 2020, the Department reports other amounts for the Plan as deferred outflow and deferred inflow of resources related to pensions as follows:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 509,619	\$ -
Differences between Expected and Actual Experience	338,933	-
Changes of Assumptions	212,775	41,523
Net Difference between Projected and Actual Earnings on Pension Plan Investments	-	71,413
Change in employer's proportion	152,938	1,006,400
Differences between the employer's contribution and the employer's proportionate share of contributions	-	356,802
Total	<u>\$ 1,214,265</u>	<u>\$ 1,476,138</u>

The \$509,619 reported as deferred outflows of resources related to employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. That and other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Fiscal period Ended June 30:	Deferred Outflows/(Inflows) of Resources
2021	\$ (64,757)
2022	(450,772)
2023	(269,857)
2024	13,894

c. Summary of Pension Liabilities, Deferred Outflows and Deferred Inflows of Resources, and Pension Expense – All Plans

	SBCERA	CalPERS	Total
Net Pension Liability	\$ 21,353,585	\$ 5,291,112	\$ 26,644,697
Deferred Outflows of Resources	18,006,348	1,214,265	19,220,613
Deferred Inflows of Resources	686,590	1,476,138	2,162,728
Pension Expense	4,645,275	705,868	5,351,143

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 10: Other Post-Employment Benefits (OPEB)

Plan Description

The Authority funds health benefits for its share of all qualifying fire safety retirees from the Big Bear City Community Services District in accordance with Memorandums of Understanding under various labor agreements. The CSD's plan is an agent, multiple-employer plan administered by the CSD.

Contributions

As required by GASB Statement No. 75, an actuary will determine the CSD's annual required contribution (ARC) at least once every three fiscal years. The ARC is calculated in accordance with certain parameters and includes (1) the Normal Cost for one year, and (2) a component for amortization of the total Unfunded Actuarial Accrued Liability (UAAL) over a period not to exceed 30 years. The Authority provides funding to the CSD for the former CSD fire safety retirees enrolled in the plan. The Authority did not make any contributions to the plan for the year ended June 30, 2020.

Significant Actuarial Assumptions Used for Total OPEB Liability

Actuarial Valuation Date	June 30, 2018
Contribution Policy	Authority contributes portion of full CSD ADC
Discount Rate	6.75 percent
General Inflation	2.75 percent
Mortality, Retirement	CalPERS 1997-2015 Experience Study
Disability, Termination	
Salary Increases	3.00 percent
Medical Trends	Non-Medicare - 7.5 percent in 2019, decreasing to 4.0 percent in 2076 Medicare - 6.5 percent in 2019, decreasing to 4.0 percent in 2076

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Assumed Asset Allocation	Expected Real Rate of Return
Global Equity	59.00%	4.82%
Fixed Income	25.00%	1.47%
TIPS	5.00%	1.29%
Commodities	3.00%	0.84%
REITs	8.00%	3.76%
Assumed Long-term Rate of Inflation		2.75%
Expected Long-term Net Rate of Return, Rounded		6.75%

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 10: Other Post-Employment Benefits (OPEB) (Continued)

Changes in Net OPEB Liability

At June 30, 2020, the measurement date, the Authority reported its proportionate share of the CSD's net OPEB liability of \$3,913,298; a decrease of \$1,158,157 from the prior year amount of \$5,071,455.

The net OPEB liability of the plan is measured as of June 30, 2020, and the total OPEB liability for the plan used to calculate the net OPEB liability was determined by an actuarial valuation of June 30, 2019, rolled forward to June 30, 2020, using standard update procedures. The proportion of the net OPEB liability was based on a projection of the Authority's long-term share of contributions to the OPEB plan relative to the projected contributions of all participating employers, actuarially determined. The Authority's proportionate share of the net OPEB liability for the plan as of June 30, 2019 and 2020 was as follows:

	OPEB Plan
Proportion – June 30, 2019	36%
Proportion – June 30, 2020	35%
Change – Increase (Decrease)	-3%

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the Plan as of the Measurement Date, calculated using the discount rate of 7.15 percent, as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15 percent) or 1 percentage-point higher (8.15 percent) than the current rate:

	Discount Rate - 1% (5.75%)	Current Discount Rate (6.75%)	Discount Rate + 1% (7.75%)
Plan's Net OPEB Liability -Authority Allocation (36%)	\$4,603,598	\$3,913,298	\$3,383,008

Sensitivity of the Net OPEB Liability to Changes in the Healthcare Trend Rate

The following presents the net OPEB liability of the Plan as of the Measurement Date, calculated using current healthcare trend rate, as well as what the net OPEB liability would be if it were calculated using a trend rate that is 1 percentage-point lower or 1 percentage-point higher than the current rate:

	1% Decrease	Current Trend	1% Increase
Plan's Net OPEB Liability -Authority Allocation (36%)	\$3,264,572	\$3,913,298	\$4,760,798

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 10: Other Post-Employment Benefits (OPEB) (Continued)

Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time.

Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense.

The recognition period differs depending on the source of the gain or loss. The net difference between projected and actual earnings on OPEB plan investments are amortized over 5 years, while all other deferred outflows and inflows are amortized over the average expected remaining service life of plan participants. For the June 30, 2020, measurement date, the average expected remaining service life is 5.2 years.

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2020, the Authority recognized OPEB expense of \$(198,084). As of fiscal year-ended June 30, 2020, the Department reported deferred outflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Net difference between projected and actual earnings on OPEB plan investments	<u>\$ 25,189</u>	<u>\$ -</u>

The amounts reported as deferred inflows of resources related to OPEB will be recognized as expense as follows:

<u>Fiscal Year Ended June 30:</u>	<u>Deferred Outflows/(Inflows) of Resources</u>
2020	\$ 5,787
2021	5,787
2022	7,350
2023	6,265

Note 11: Insurance

a. Description of Self-Insurance Pool Pursuant to Joint Powers Agreement

The Big Bear Fire Authority is a member of the CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (Authority). The Authority is composed of 118 California public entities and is organized under a joint powers agreement pursuant to California Government Code §6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other lines of coverage. The California JPIA began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a nine-member Executive Committee.

b. Self-Insurance Programs of the CJPIA

Each member pays an annual contribution at the beginning of the coverage period. A retrospective adjustment is then conducted annually thereafter, for coverage years 2012-13 and prior. Coverage years 2013-14 and forward are not subject to routine annual retrospective adjustment. The total funding requirement for primary self-insurance programs is based on an actuarial analysis. Costs are allocated to individual agencies based on payroll and claims history, relative to other members of the risk-sharing pool.

Primary Liability Program

Claims are pooled separately between police and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$30,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$30,000 to \$750,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from \$750,000 to \$50 million, are distributed based on the outcome of cost allocation within the first and second loss layers.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2020

Note 11: Insurance (Continued)

The overall coverage limit for each member, including all layers of coverage, is \$50 million per occurrence. Subsidence losses have a sub-limit of \$40 million per occurrence. The coverage structure includes retained risk that is pooled among members, reinsurance, and excess insurance. More detailed information about the various layers of coverage is available on the following website:

<https://cjpia.org/coverage/risk-sharing-pools/>.

Primary Workers' Compensation Program

Claims are pooled separately between public safety (police and fire) and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$50,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$50,000 to \$100,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from \$100,000 to statutory limits are distributed based on the outcome of cost allocation within the first and second loss layers.

For 2019-20 the Authority's pooled retention is \$1 million per occurrence, with reinsurance to statutory limits under California Workers' Compensation Law. Employer's Liability losses are pooled among members to \$1 million. Coverage from \$1 million to \$5 million is purchased as part of a reinsurance policy, and Employer's Liability losses from \$5 million to \$10 million are pooled among members.

c. Purchased Insurance

Pollution Legal Liability Insurance

The Big Bear Fire Authority participates in the pollution legal liability insurance program which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the Big Bear Fire Authority. Coverage is on a claims-made basis. There is a \$50,000 deductible. The Authority has an aggregate limit of \$50 million for the 3-year period from July 1, 2017 through July 1, 2020. Each member of the Authority has a \$10 million sub-limit during the 3-year policy term.

Property Insurance

The Big Bear Fire Authority participates in the all-risk property protection program of the Authority. This insurance protection is underwritten by several insurance companies. Big Bear Fire Authority property is currently insured according to a schedule of covered property submitted by the Big Bear Fire Authority to the Authority. Big Bear Fire Authority property currently has all-risk property insurance protection in the amount of \$10,273,176. There is a \$10,000 deductible per occurrence except for non-emergency vehicle insurance which has a \$2,500 deductible.

BIG BEAR FIRE AUTHORITY

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2020

Note 11: Insurance (Continued)

Crime Insurance

The Big Bear Fire Authority purchases crime insurance coverage in the amount of \$1,000,000 with a \$2,500 deductible. The fidelity coverage is provided through the Authority.

d. Adequacy of Protection

During the past three fiscal years, none of the above programs of protection experienced settlements or judgments that exceeded pooled or insured coverage. There were also no significant reductions in pooled or insured liability coverage in 2019-20.

Note 12: Commitments and Contingencies

The Authority is subject to litigation arising in the normal course of business. In the opinion of legal counsel, there is no pending litigation which is likely to have a material adverse effect on the financial position of the Authority.

Note 13: Special Item

During the year, the member agency, Big Bear Lake Fire Protection District, completed all grant activities that it previously performed under existing grant agreements. As a part of the merger process with the Authority, the District ceased all grant operations during the year and transferred all remaining assets related to grant activities to the Authority in accordance with the decision of the Authority Board of Directors to transfer all assets and liabilities of the member agencies to the Authority on June 5, 2018. The total amount of assets received by the Authority during fiscal year 2019-20 as a part of the wind-down of District operations was \$74,181. In the prior year, the Authority reported a special item relating to the same transfer of assets and liabilities authorization in the amount of (\$8,854,935). The cumulative effect on the Authority's statement of net position was a decrease in net position of \$8,780,754 due to these transactions.

Note 14: Prior Period Adjustment

Beginning net position in the statement of activities was restated by \$986,130 to correct the beginning balance of the net OPEB liability reported at July 1, 2019.

REQUIRED SUPPLEMENTARY INFORMATION

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BIG BEAR FIRE AUTHORITY

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2020**

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 8,565,707	\$ 8,565,707	\$ 8,565,707	\$ -
Resources (Inflows):				
Taxes	9,989,430	9,989,430	10,885,314	895,884
Charges for services	2,775,627	2,775,627	2,410,744	(364,883)
Use of money and property	87,500	87,500	140,142	52,642
Contributions	1,432,600	1,432,600	1,257,847	(174,753)
Miscellaneous	645,922	645,922	242,151	(403,771)
Special items	-	-	74,181	74,181
Amounts Available for Appropriations	23,496,786	23,496,786	23,576,086	79,300
Charges to Appropriations (Outflows):				
Public safety				
Salaries and benefits	13,656,848	13,656,848	13,963,797	(306,949)
Supplies	295,120	295,120	299,435	(4,315)
Professional services	545,371	545,371	540,652	4,719
Maintenance and equipment	522,500	522,500	550,376	(27,876)
Utilities	175,700	175,700	185,637	(9,937)
Other expenditures	609,007	609,007	921,735	(312,728)
Debt service:				
Principal retirement	145,397	145,397	146,635	(1,238)
Interest and fiscal charges	104,893	104,893	103,655	1,238
Transfers out	66,291	66,291	40,357	25,934
Total Charges to Appropriations	16,121,127	16,121,127	16,752,279	(631,152)
Budgetary Fund Balance, June 30	\$ 7,375,659	\$ 7,375,659	\$ 6,823,807	\$ (551,852)

The notes to required supplementary information are an integral part of this schedule.

BIG BEAR FIRE AUTHORITY

**BUDGETARY COMPARISON SCHEDULE
GRANTS FUND
FOR THE YEAR ENDED JUNE 30, 2020**

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ -	\$ -	\$ -	\$ -
Resources (Inflows):				
Intergovernmental	200,000	200,000	37,193	(162,807)
Contributions	130,512	130,512	79,009	(51,503)
Transfers in	51,291	51,291	40,357	(10,934)
Amounts Available for Appropriations	381,803	381,803	156,559	(225,244)
Charges to Appropriations (Outflows):				
Public safety	433,094	433,094	156,559	276,535
Total Charges to Appropriations	433,094	433,094	156,559	276,535
Budgetary Fund Balance (Deficit), June 30	\$ (51,291)	\$ (51,291)	\$ -	\$ 51,291

The notes to required supplementary information are an integral part of this schedule.

BIG BEAR FIRE AUTHORITY

**SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
AS OF JUNE 30 FOR THE LAST TEN FISCAL YEARS ¹**

	<u>2020</u>	<u>2019</u>
<u>SBCERA Plan:</u>		
Proportion of the Net Pension Liability	0.787%	0.393%
Proportionate Share of the Net Pension Liability	\$ 21,353,585	\$ 9,948,458
Covered Payroll	\$ 4,484,497	\$ 2,343,852
Proportionate Share of the Net Pension Liability as Percentage of Covered Payroll	476.16%	424.45%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	79.61%	79.89%
 <u>CalPERS Plan:</u>		
Proportion of the Net Pension Liability ²	0.051%	0.066%
Proportionate Share of the Net Pension Liability	\$ 5,291,112	\$ 6,397,198
Covered Payroll	N/A ²	N/A ²
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	75.26%	72.82%

Notes to Schedule:

Benefit Changes: None

Changes of Assumptions: None

¹ Fiscal year 2019 is the first year the Authority is reporting a defined benefit pension plan, therefore only two years are shown.

² This plan is closed to new entrants, and has no active participants. As such, there is no covered payroll.

BIG BEAR FIRE AUTHORITY

**SCHEDULE OF PROPORTIONATE SHARE OF THE NET OPEB LIABILITY
AS OF JUNE 30 FOR THE LAST TEN FISCAL YEARS ¹**

	<u>2020</u>	<u>2019</u>
Proportion of the Net OPEB Liability ²	35%	36%
Proportionate Share of the Net OPEB Liability	\$ 3,913,298	\$ 4,085,325
Covered Payroll	N/A ³	N/A ³
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	22.5%	19.8%

Notes to Schedule:

Benefit Changes: None

Changes of Assumptions: None

¹ Fiscal year 2019 is the first year the Authority is reporting a defined benefit OPEB plan, therefore only two years are shown.

² This amount represents the Authority's share of the Big Bear City Community Services District's (CSD) net OPEB liability. For more information on the CSD's proportionate share of the net pension liability in relation to CalPER's pool as a whole, refer to the CSD's financial statements available at www.bbccsd.org.

³ This plan is closed to new entrants, and has no active participants. As such, there is no covered payroll.

BIG BEAR FIRE AUTHORITY

**SCHEDULE OF PLAN CONTRIBUTIONS
AS OF JUNE 30 FOR THE LAST TEN FISCAL YEARS ¹**

<u>SBCERA Plan:</u>	<u>2020</u>	<u>2019</u>
Actuarially Determined Contribution ³	\$ 2,708,917	\$ 2,618,764
Actual Contributions	<u>(2,708,917)</u>	<u>(2,618,764)</u>
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>
Covered Payroll	\$ 6,049,654	\$ 4,484,497
Contributions as a Percentage of Covered Payroll	44.78%	58.40%

<u>CalPERS Plan:</u>	<u>2020</u>	<u>2020</u>
Actuarially Determined Contribution ³	\$ 509,619	\$ 506,410
Actual Contributions	<u>(509,619)</u>	<u>(506,410)</u>
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>
Covered Payroll	N/A ²	N/A ²

Note to Schedule:

¹ Fiscal year 2019 is the first year the Authority is reporting a defined benefit pension plan, therefore only two years are shown.

² This plan is closed to new entrants, and has no active participants. As such, there is no covered payroll.

³ For information on the actuarial assumptions underlying the actuarially determined contribution, refer to the SBCERA Funding Valuation dated June 30, 2019, and the CalPERS Funding Valuation dated June 30, 2017, available on the retirement plans' respective websites: www.sbcera.org and www.calpers.ca.gov.

BIG BEAR FIRE AUTHORITY

**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2020**

Note 1: General Budget Policies

1. The annual budget adopted by the Authority Board of Directors provides for the general operation of the Authority. It includes proposed expenditures and the means of financing them.
2. The Authority Board of Directors approves total budgeted appropriations and any amendments to appropriations throughout the year. This appropriated budget covers the Authority expenditures. Actual expenditures may not exceed budgeted appropriations at the function level. Budget figures used in the financial statements are the final adjusted amounts, including any amendments to the budget during the year.
3. Formal budgetary integration is employed as a management control device. Commitments for materials and services such as purchase orders and contracts are recorded during the year as encumbrances to assist in controlling expenditures. Appropriations which are encumbered at year-end lapse, and then are added to the following year's budgeted appropriations.
4. The budget is adopted on a basis substantially consistent with Generally Accepted Accounting Principles (GAAP). Accordingly, actual revenues and expenditures can be compared with related budgeted amounts without any significant reconciling items.

Note 2: Excess of Expenditures over Appropriations

For the year ended June 30, 2020, the following function of the General Fund reflected expenditures in excess of budgeted amounts.

<u>Major Fund</u>	<u>Appropriations</u>	<u>Expenditures</u>	<u>Amount of Excess</u>
General Fund			
Public Safety	\$ 15,804,546	\$ 16,461,632	\$ 657,086



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA6

MEETING DATE: December 1, 2020

TO: Chairman and Members of the Fire Authority Board

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **MEMORANDUM OF UNDERSTANDING AND SUPPORTING EXHIBITS BETWEEN THE BIG BEAR FIRE AUTHORITY AND THE BIG BEAR PROFESSIONAL FIREFIGHTERS' ASSOCIATION, I.A.F.F. – LOCAL 935**

BACKGROUND

On March 12, 2018, A Memorandum of Understanding between The Big Bear Professional Firefighters Association and the Big Bear Fire Authority was signed amongst the parties with an effective date of July 1, 2018 and an ending date of December 31, 2019.

Upon adoption of the 2020/21 fiscal year budget it was known that the current labor agreement had expired as of December 31, 2019. At that time, it was understood between the parties that there was intent to meet and confer for the purpose of negotiating a successor Memorandum of Understanding by December 31, 2020.

DISCUSSION

Discussions occurred on multiple occasions with initial information being presented and discussed with the Board on October 6, 2020 and concluding November 19, 2020. Groups participating in the meet and confer process included an ad hoc committee of the Board, department administrative staff, and the represented labor units. The Fire Authority Board met on November 19, 2020, in closed session, to discuss with the Ad Hoc Committee members deal points under consideration for a successor MOU regarding salary and benefits.

The proposed Memorandum of Understanding between Big Bear Fire Authority and Big Bear Professional Firefighters' Association, I.A.F.F. - Local 935 runs from January 1, 2020 through December 31, 2023. Year one includes a 9% salary increase, an increase in the annual uniform allowance from \$600 to \$1200 and an increase in tuition reimbursement from \$700 to \$1500 annually. Year two includes an additional 3% salary increase, 72 hours of holiday pay which must be used or cashed out annually, and salary incentives which include 2% for meeting a fitness standard, 1% for bilingual pay, 3% for an Associate's Degree and 5% for a Bachelor's Degree. Year three includes an additional 3% salary increase and a change in longevity pay to begin at year 5 at 2.5%. The combination of these changes will move the represented labor unit at closer to mid-market levels by year three.

RECOMMENDATION

Agenda Report – MOU Between BBFA and BBPFA Local 935

December 1, 2020

Page 2

Staff recommends the Board approve the proposed Memorandum of Understanding between The Big Bear Professional Firefighters Association and the Big Bear Fire Authority with an effective date of January 1, 2020 and an ending date of December 31, 2023.

ATTACHMENT A – Draft MOU

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE BIG BEAR FIRE AUTHORITY

AND

**THE BIG BEAR PROFESSIONAL FIREFIGHTERS'
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS
LOCAL 935**

JANUARY, 1 2021 TO DECEMBER 31, 2023

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE BIG BEAR FIRE AUTHORITY
AND
THE BIG BEAR PROFESSIONAL FIREFIGHTERS’
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS - LOCAL 935
EFFECTIVE JANUARY 1, 2021 THROUGH DECEMBER 31, 2023**

1 ARTICLE NO. 1 AGREEMENT

1.1 This Memorandum of Understanding on wages, hours and working conditions is between the designated representatives of the Board of Directors (hereinafter known as the Board) of the Big Bear Fire Authority (hereinafter known as the Authority) and representatives of the International Association of Firefighters, Local 935 (hereinafter known as the Association).

1.2 This Memorandum of Understanding is entered into pursuant to Government Code 3500 et seq, of the State of California. This Memorandum of Understanding shall supersede the Manual of Operations, Big Bear City Community Services District-Fire and Big Bear Lake Fire Protection District/City ordinances, to the extent of any conflict.

1.3 The Association and the Authority will strive to promote a harmonious relationship between the parties to this Memorandum that will result in benefits to the Authority and will provide continuous uninterrupted ems, fire, and rescue services.

2 ARTICLE NO. 2 RECOGNITION

The Authority recognizes the Big Bear Professional Firefighters’ International Association of Firefighters - Local 935 as the bargaining representative for all regular, full-time employees of the Authority engaged in fire suppression responsibilities in the classifications of Captain, Engineer, Firefighter, Firefighter/Paramedic, Firefighter/EMT and excludes all other job classifications unless specifically identified by the Association and acknowledged by Fire Department management. Any such arrangement shall be in writing and signed by both parties.

3 ARTICLE NO. 3 PREVAILING BENEFITS

All written benefits and working conditions enjoyed by the employees at the present time which are not included in the Memorandum of Understanding shall remain in full force and effect, provided that if the Authority proposes to change a policy or ordinance regarding benefits or working conditions, the Association shall have an opportunity to meet and confer with the Authority concerning the proposed changes in policy or ordinance prior to the Authority adopting any change, provided, however, that in the event of an emergency, the Authority may adopt any ordinance, rule, resolution, or regulation without prior notification to the Association. The Authority shall then provide the

Association with such notice and provide an opportunity to meet and confer at the earliest possible time following the adoption of said ordinance, rule, resolution, or regulation.

4 ARTICLE NO. 4 EMPLOYEE ORGANIZATIONAL RIGHTS

All employees in the representation unit shall have the right to join and participate or the right to refrain from joining or participating in the activities of the Association and to exercise all rights expressed or implied as set forth in Section 3500 to 3511 of the Government Code of the State of California. No employee shall be interfered with, intimidated, restrained, coerced, or discriminated against because of the exercise of the rights enumerated in this paragraph of the Memorandum of Understanding. The provisions of this agreement shall be applied equally by the Authority and the Association to all employees covered hereby without favor or discrimination in accordance with all applicable City, County, State, and Federal laws, and regulations.

5 ARTICLE NO. 5 ASSOCIATION NEGOTIATING TEAM

5.1 Two (2) members of the negotiating team shall be allowed reasonable time off with pay per Article 6 all meetings for meeting and conferring which shall be mutually set by the Authority and the Association.

5.2 Additional employees of the negotiating team, with the approval of the Fire Chief, or his/her designee, may be allowed time off with pay to meet and confer.

6 ARTICLE NO. 6 ASSOCIATION OFFICERS AND COMMITTEE MEMBERS

The Association may appoint an employee in the bargaining unit to serve as a representative. The Association shall notify the Fire Chief, in writing of the employees appointed as representative. The representative may receive, investigate, and process complaints or grievances of employees. When the nature of the grievance requires immediate action, i.e., irreparable harm to an employee, the representative may be permitted to leave his/her regular work area upon request to the Fire Chief. Such request shall not be unreasonably denied.

Association representatives shall have a total of 47 hours of leave per fiscal year without loss of pay or benefits when formally meeting and conferring with the Authority representatives and grievance representation. Hours not used at the end of any year shall not be carried over to the following year. The Association shall provide reasonable advance written notice to the Fire Chief specifying the dates and hours of leave requested and the personnel involved. Such leave requests shall not be unreasonably denied by the Fire Chief. Once the hour bank set forth above is exhausted, and upon written request from the Association, the Fire Chief in the exercise of his/her discretion may grant Association representatives additional time off without loss of pay for purposes of this section. Subject to the determination of the Fire Chief, meetings called by the Authority to discuss matters within the scope of representation with duly designated Association

representatives when functioning as such representatives shall not be counted against the hour bank set forth above. The representative shall perform the following functions:

- 6.1 Post Association notices.
- 6.2 Distribute Association literature.
- 6.3 Communicate with members regarding Association business.
- 6.4 Work on Association matters mutually beneficial to the Association and the Authority.
- 6.5 Consult with on-duty employees concerning the enforcement of any provisions of the Memorandum of Understanding and/or the processing of any grievance(s).

7 ARTICLE NO. 7 ASSOCIATION MEETINGS

Association meetings may be held at any fire department facility between the hours of 1700 and 2400. On Saturday and Sunday, meetings may be held at shift change (0800 hours) and are not to exceed two (2) hours in length. Saturday and Sunday meetings which begin at shift change will be held only with the approval of the on-duty shift captain. The Fire Chief or his/her designated representative shall be notified in advance of said meetings.

8 ARTICLE NO. 8 FIRE MANAGEMENT/LABOR COMMITTEE

One (1) labor representative will meet with fire management on a mutually agreeable basis to discuss matters pertinent to the welfare, health, safety, etc., of the Authority and the members. Meetings shall be held during regular working hours whenever possible. They will review and provide input on proposed policies and procedures, develop and review projects and specific programs, and recommend solutions to specific areas of concern. The committee will establish reasonable time frames for accomplishment of the items to be addressed and develop a set of value statements which will guide their activities. They may make recommendations to the Fire Chief concerning items discussed. The Fire Chief will have final authority for recommendations submitted by the committee. Members representing the Association will not normally be compensated over and above their normally scheduled working hours for their time attending meetings or working on assignments or projects. However, the Fire Chief may approve overtime for circumstances which warrant compensation.

9 ARTICLE NO. 9 BULLETIN BOARDS

The Department will furnish adequate bulletin board space and a bulletin board at all Stations. This bulletin board is to be used for Association notices and other information of interest to the members.

10 ARTICLE NO. 10 PAYROLL DEDUCTION OF DUES AND ASSESSMENTS

10.1 The first two pay periods of each month, the Authority agrees to deduct dues and assessments in an amount certified to be correct by the Secretary/Treasurer of Local 935 and/or the elected Association representative, from the pay of those employees who sign written authorization in the form set forth below.

The dues deduction authorization form shall read: “I hereby authorize Big Bear Fire Authority to deduct from my paycheck and transmit to the Big Bear Professional Firefighters’ International Association of Firefighters – Local 935, an amount designated by the Association for dues. This authorization shall remain in effect until revoked by me in writing, anytime, by sending written notice to the Association and the Authority.”

10.2 The total amount of dues deducted shall be forwarded by the Authority to the Treasurer of Local 935.

10.3 The procedures required for the payroll deductions of dues and assessments shall be subject to the policies of the Finance Department and other affected departments of the Authority. The Association shall indemnify and hold the Authority harmless from any and all claims, demands or suits, or any other action arising from the deduction of dues and assessments.

10.4 Meals Requirement - Meals are required to be purchased by employees on duty. The rate will be determined by bargaining unit members and deducted from bi-weekly payroll.

11 ARTICLE NO. 11 COMPENSATION

11.1 Salary

11.1.1 - Effective July 1, 2021, all unit members shall receive a base salary adjustment of 9%. Effective July 1, 2022, all unit members shall receive a base salary adjustment of 3%. Effective July 1, 2023, all unit members shall receive a base salary adjustment of 3%. See attached Big Bear Fire Authority Classification and Wage Table (Appendix A).

11.1.2 The 1 step Firefighter is a probationary position for starting firefighters for a period of twelve (12) months. Annual step increases for all classifications shall be a merit step increase requiring a "Meets Job Standards" employee evaluation.

11.2 Overtime

The Department will recognize paid leave, backfill, and emergency incident recall as “hours worked” for purposes of calculating overtime.

11.3 Compensatory Time

11.3.1 Bargaining unit employees may earn compensatory time for time worked in lieu of overtime pay, calculated at the overtime rate. Compensatory time shall be accrued at the FLSA Overtime rate up to a maximum of 144 hours.

11.3.2 Overtime that is generated from strike team or special detail will not be eligible for compensatory accrual.

11.4 Minimum Call Back Time

An employee who is recalled for emergency service shall receive overtime wages for a minimum of two hours.

11.5 Paramedic Stipend

Each licensed paramedic within the bargaining unit shall receive, in addition to base pay, a stipend of \$346.15 per pay period. Paramedic stipend shall be reported to the employee's retirement system as compensation earnable or pensionable compensation.

11.6 Promotions

11.6.1 Employees receiving promotions above the classification of firefighter will receive a minimum increase of 5% above their current hourly wage. The 5% increase will be obtained by advancing the employee the appropriate number of steps within the approved Wage Table.

11.6.2 The Fire Chief is authorized to make necessary adjustments to ensure equitable distribution, compensation, and separation among represented members pertaining to this section of the contract.

11.7 Longevity Pay

11.7.1 Effective July 1, 2023, beginning in the fifth year from the date of hire as a full-time Employee, bargaining unit members shall receive a 2.5% longevity pay increase to base pay, which will carry over to the approved salary schedule on future promotions.

11.7.2 Beginning in the tenth year from the date of hire as a full-time Employee, bargaining unit members shall receive a 2.5% longevity pay increase to base pay, which will carry over to the approved salary schedule on future promotions.

11.7.3 Beginning in the fifteenth year from the date of hire as a full-time Employee, bargaining unit members shall receive a 2.5% longevity pay increase

to base pay, which will carry over to the approved salary schedule on future promotions.

11.7.4 Beginning in the twentieth year from the date of hire as a full-time Employee, bargaining unit members shall receive a 2.5% longevity pay increase to base pay, which will carry over to the approved salary schedule on future promotions.

11.7.5 Employees who have received longevity increases from previous MOUs will remain at their current longevity rate which will continue to be added to their base pay until such time as the longevity increase provisions in this MOU are greater. At such time, the employee shall be granted the appropriate longevity increase in accordance with this agreement.

11.8 Working Out of Class

Bargaining unit members working out of class will be compensated for hours worked starting with the 1st hour of continuous work in the acting capacity. Once the 1st hour of continuous service in the acting capacity has been met, the employee will be paid for all hours worked in the acting capacity, including all hours prior to the 1st hour and all hours thereafter. The employee working in the acting capacity will receive a minimum increase of 10% above their normal hourly wage. The 10% increase will be obtained by advancing the employee the appropriate number of steps within the approved salary schedule ending at the closest step at or above the 10% increase.

11.9 **Incentive Pay**

11.9.1 **Education Incentive:** Unit members who hold or obtain a Bachelor's degree that is relevant to their public agency employment shall receive incentive pay in the amount of 5% of their base salary effective July 1, 2022. Unit members who hold or obtain an Associate's degree that is relevant to their public agency employment shall receive incentive pay in the amount of 3% of their base salary effective July 1, 2022. The Fire Chief shall not arbitrarily or unreasonably withhold this incentive.

11.9.2 **Bilingual Incentive:** Unit members who demonstrate bilingual proficiency by passing a Department approved proficiency test shall receive incentive pay in the amount of 1% of their annual base salary effective July 1, 2022. Such employees shall be expected to utilize their bilingual skills as needed during their shifts.

11.9.3 **Physical Fitness Incentive:** The Authority shall provide a Department approved physical fitness test annually for all safety members. Effective July 1, 2022, instead of the \$500 payment set forth in Article 12.13, unit members who

meet or exceed the standard shall receive incentive pay in the amount of 2% of their annual base salary. Such incentive pay is contingent on continued successful completion of the test on an annual basis. Unit members may meet or exceed the physical ability standards by:

- a) Scoring 1,800 or more on the overall physical performance score.or;
- b) Obtaining 15 years or lower on physical fitness age as compared to chronological age.or;
- c) Scoring “ideal” (green) in every fitness parameter in the performance score.

11.10 Reopener: During the term of this Agreement, should the tax revenues not exceed the previous year’s budgeted revenues by 3%, the parties agree to reopen Article 11 regarding Compensation to meet and confer in an attempt to mitigate the unforeseen revenue shortfall.

12 ARTICLE NO. 12 BENEFITS

12.1 Health Insurance

12.1.1 During the term of this contract, the Authority will maintain health insurance benefits and co-payments substantially consistent and comparable to the health plans in place as of the date of this MOU.

12.1.2 The Authority shall provide 100% of the highest cost Exclusive Provider Organization (EPO) plan coverage for the employee and their dependents. The Authority will pay the cost of the monthly premium of the highest cost EPO plan that is offered towards higher cost health insurance options (e.g. PPO, POS) offered by the Authority.

12.1.3 Eligible employees who are able to secure health insurance coverage through their spouse or other source with benefits comparable to those provided through Authority sponsored plans may waive coverage under the Authority sponsored plans. The employee shall sign a waiver form provided by the Human Resources Department. The Authority will pay such employee(s) one-half of the employee only contribution of the Authority’s highest EPO premium, for each month thereafter the employee continues to receive health insurance through their spouse or other source.

12.2 Dental Insurance

The Authority will provide dental coverage for the employee and their dependents.

12.3 Life Insurance

The Authority will provide \$100,000 life insurance coverage for the employee only.

12.4 Vision Insurance

The Authority will provide vision coverage for the employee and their dependents

12.5 Employee Assistance Program

The Authority has an Employee Assistance Program that is available to bargaining unit members.

12.6 Education and Certification

12.6.1 Education - Each bargaining unit employee may purchase on an agency provided credit card (CalCard) or will be reimbursed per policy up to \$700 per fiscal year for department approved education costs related to the Fire Service. Approved costs include but are not limited to: books, tuition, special equipment, vehicle mileage, and per diem. Shift employees will be allowed to attend approved courses while on duty and receive their regular wage during travel and classroom time. Shift employees that are off duty will not receive wages or overtime for training. Costs incurred for training or classes mandated by management will not be subject to the education allowance. Beginning with the 2021-2022 fiscal year the maximum amount of tuition reimbursement shall increase to \$1,500.

12.6.2 Certifications

12.6.2.1 All Fire Department employees are required to be certified in AHA BLS for Healthcare Provider CPR prior to employment, and are required to maintain such certification.

12.6.2.2 Shift personnel with the rank of Captain and below are required to be certified EMTs and are required to maintain such certification. The Authority will compensate employees for training and certification for CPR and/or EMT, including re-certifications.

12.6.2.3 Unless specifically exempted by the Fire Chief, the Authority will compensate employees for training, licensing and certification of CPR, Advanced Cardiac Life Support and/or Paramedic license including re-certification.

12.7 Family Leave

Pursuant to the Federal Family and Medical Leave Act of 1993 and the Family Rights Act of 1993, the Big Bear Fire Authority sets forth the policy for family leaves for employees of the Big Bear Fire Authority. Bargaining unit members may use up to 96 hours of accrued PTO leave for family leave. Refer to the personnel policies for further information.

12.8 Paid Time Off (PTO)

12.8.1 (PTO) is in lieu of Sick Leave, Earned Time Off (ETO)-Vacation, and Earned Time Off (ETO)-Holiday. Effective January 2022, Holiday pay shall be as set forth in section 12.14.

12.8.2 PTO may be used for any purpose, but its use shall be governed by the Personnel Policy in respect to leave usage.

12.8.3 There shall be two categories of PTO:

12.8.3.1 **Scheduled PTO:** Any leave that can be reasonably forecast or anticipated, i.e., vacation leave, scheduled medical/dental appointments, personal leave, etc.

12.8.3.2 **Unscheduled PTO:** Any leave that is genuinely of an unanticipated nature, i.e., sick leave, bereavement leave, etc.

12.8.3.3 Either type of leave must be approved per the Personnel Policy.

12.8.3.4 **PTO Accrual:**
PTO shall be accrued as follows:

<u>Years of Service</u>	<u>Annually</u>	<u>Bi-Weekly</u>
1 through 4 years	17 shifts	15.69 hours
5 through 9 years	19 shifts	17.53 hours
10 or more years	22 shifts	20.31 hours

12.8.4 Each employee's maximum accrual of PTO shall be equal to three (3.0) times the employee's annual entitlement. The following chart shows three (3) times an employee's annual entitlement in hours:

<u>Years of Service</u>	<u>3 Times Annual Entitlement</u>
1 through 4 years	1,224 hours
5 through 9 years	1,368 hours
10 or more years	1,584 hours

If the employee's PTO bank reaches its maximum accrual, the employee will be compensated for their bi-weekly leave accrual in lieu of forfeiting the accrued hours. The accrued leave bank in excess of the maximum amount allowed will be paid at the employee's current base rate of pay.

12.8.5 PTO Cash Out - Employees may cash out up to two-hundred and forty (240) hours of PTO per fiscal year. However, they must maintain a minimum leave amount of seventy-two (72) hours.

12.9 Deferred Compensation Plans

The Employer shall maintain the deferred compensation plans in existence on the date of this MOU, namely Lincoln Financial Group, and Nationwide Retirement Solutions.

12.10 Equipment Issue and Allowance

Upon initial hiring of new employees, the Authority shall provide a minimum of two (2) work uniforms NFPA 1975 compliant (uniform pants, shirts, boots, etc.) and all safety equipment required by State law (turnouts, helmets, brush over-shirt and over-pant, etc.). Said employees shall receive no work uniform allowance for the remainder of the fiscal year.

12.11 Uniform Allowance

12.11.1 Employees will receive a \$1200 uniform allowance benefit during the second pay period in July of each year to compensate the employee for purchasing uniform and other approved apparel.

12.11.2 All Department members are required to keep their uniform and other wearing apparel in good condition. Good condition shall be determined by a Chief, Supervisor, or Captain. Uniforms and other wearing apparel not meeting department standards shall be promptly removed from service.

12.11.3 The Department will purchase for the employee all other wearing apparel that is not part of the employee's regular duty uniform. Footwear, winter jackets, and other Personal Protective Equipment (PPE) will be purchased by the department.

The Authority shall determine, consistent with law, the equipment necessary for an employee to safely perform the employee's job duties.

The employer shall determine the style and/or types of Authority-issued apparel.

12.12 Retirement

12.12.1 All full-time regular employees participate in the San Bernardino County Employee's Retirement Association (SBCERA). This contract will not include the 7.37% employer pick-up of the SBCERA employee contribution, as was in the prior Big Bear Lake Fire Protection District MOU agreement. Employees will be responsible for their full contribution as stated in the current SBCERA guidelines.

12.12.2 For employees hired prior to January 1, 2013, who are current members of a reciprocal agency and have not been separated from service from such agency for six months or more, the Authority participates in the 3% at 50 retirement formula effective for employees covered by safety retirement.

12.12.3 Safety employees hired on or after January 1, 2013 who thereupon become "new members" in SBCERA shall be subject to the 2.7 @ 57 retirement formula mandated by the California Public Employees' Pension Reform Act of 2013 (PEPRA) pursuant to Government Code 7522.25(d). Said new safety members shall contribute from their reportable compensation 50% of "normal cost" as dictated by SBCERA for their defined benefit pension plan. In all other respects, safety employees who are considered "new members" shall be subject to the terms and requirements of PEPRA.

12.12.4 Health Retirement Account (HRA) - Actively employed bargaining unit employees will receive an annual \$5,000 contribution into an HRA.

12.12.4.1 Vesting

- A. Grandfather Clause for previous BBLFPD employees: All members with five or more years of service as of July 1, 2016 will immediately vest in the HRA program. Vested members qualify for this benefit if they have physically worked a full schedule, on average, for the current fiscal year. Leave hours, paid or otherwise, do not count toward the calculation for eligibility. Employees hired after July 1, 2016 will need five years of active employment as the vesting requirement, the same as the SBCERA defined benefit pension plan.
- B. Grandfather Clause for previous BBCCSD-Fire OPEB employees: All vested members will receive their defined funded amount per represented employee as is listed in the HRA policy. Non vested employees will need five years of active employment as the vesting requirement, the same as the SBCERA defined benefit pension plan.
- C. New Members: Employees hired on or after July 1, 2018 will need five years of active employment as the vesting

requirement, the same as the SBCERA defined benefit pension plan.

12.12.4.2 HRA Separation Terms

A. Grandfathered BBLFPD Employees

1) All previously grandfathered BBLFPD active and fully vested members as defined above, hired before July 1, 2016, who separate from employment before June 30, 2021, will receive \$25,000, total cumulative contribution to an HRA. If this member separates from employment after June 30, 2021, they will also receive the current HRA agreement annual amount starting from the June 30, 2021 date.

2) All active and vested members as defined above, hired after July 1, 2016, and who separate employment, will receive their HRA account balance according to the HRA Agreement.

B. Grandfathered BBCCSD-Fire OPEB Employees

1) Retirement Separation of Employment: All previously grandfathered BBCCSD-Fire members as defined above, and who meet retirement eligibility, per SBCERA rules, will receive their defined funded amount per represented employee as is listed in the HRA policy.

2) Separation of Employment: All active and vested members as defined above, who separate employment will receive their HRA account balance according to the HRA Agreement.

C. All active and vested members as defined above, hired on or after July 1, 2018, and who separate employment, will receive their HRA account balance according to the HRA Agreement.

12.13 Physical Fitness Program

12.13.1 The Authority shall provide physical fitness exams annually for all safety members. Those members who meet or exceed the standard shall receive a onetime payment of \$500.00 annually. 12.13.2 Unit members may meet or exceed the physical ability standards by:

- a) Scoring 1,500 or more on the overall physical performance score.
- b) Obtaining 15 years or lower on physical fitness age as compared to chronological age.
- c) Scoring “ideal” (green) in every fitness parameter in the performance score.

12.13.3 Payment will be made yearly upon meeting one of the required fitness scores. Members who do not meet or exceed standard but increase their

overall score by 150 points from previous score exam will receive a onetime payment annually of \$150.

12.13.4 This Article 12.13 will sunset on July 1, 2022 and be replaced by the provisions of Article 11.9.3.

12.14 Holiday Pay: Effective the first pay period January 2022 and each January thereafter, all fire suppression employees shall receive, in addition to PTO, a total of 72 holiday hours which must be used during the calendar year in which they are awarded. Holiday hours that are not used shall be cashed out and paid during the final paycheck in December.

13 ARTICLE NO. 13 WORKING CONDITIONS

13.1 Bargaining Unit Work and Work Hours

13.1.1 Subject to, and without in any way limiting the discretion of the Authority to staff and operate the Fire Department, the Fire Chief shall consider the use of bargaining unit employees prior to subcontracting bargaining unit work, or prior to using paid-call or reserve firefighters to perform bargaining unit work. Discussions regarding this provision may be conducted with the Fire Chief or his designated representative(s) and the bargaining unit employee representative(s).

13.1.2 The Authority and the Association acknowledge that the Authority has elected the 7(k) exemption under the FLSA for bargaining unit employees and has designated a work period of fourteen (14) days.

13.1.3 A normal shift shall consist of 24 hours averaging 10 shifts per month in a 12-month period. A normal work shift will commence at 0800 hours and conclude at 0800 hours the following day. A normal workday shall consist of 8 hours, starting at 0800 hours and ending at 1700 hours. Employees shall be given two 10-minute breaks in an 8-hour period. Employees shall be given a 60-minute lunch break, which is not included within said 8-hour workday.

13.1.4 In the event that the 48/96 schedule requires a particular shift (affected shift) to work on both December 24 and December 25, the affected shift will switch scheduled work days with the preceding shift (relief shift) as follows: the entire affected shift will work on December 22 and December 25. The entire relief shift will work December 23 and December 24. These changes will be considered regular work days for the shifts and are subject to normal fire department practices regarding leave requests, shift trades, etc.

13.2 Early Relief and Standby Trades

Whenever a member desires an early relief from shift, the member will request approval from the Shift Station Captain and advise him/her of the name of the member who will relieve him/her or standby for him/her. These trades do not

require the filling out of a time trade form, but shall be noted in the log or journal by the Shift Station Captain.

13.3 Time Trades

13.3.1. Approval and authorization of time trades may be granted by the Fire Chief or his/her designated representative after each member has properly input the request into Telestaff and notified the staffing Captain. Trading time shall only be allowed between employees capable of performing the requirements of the positions to be filled. Since time trades are done for the convenience of the employee, in no case shall a trade arrangement be considered in computation of overtime or certification to a higher rank,

13.3.2 When two (2) employees of the same classification have an approved time trade, the employee who traded for the shift off shall be relieved of any further responsibility for working or covering that tour of duty. The employee that accepts the trade shall be held responsible for all normal shift duties. Time trades shall not affect payroll calculation or method.

13.4 Workers' Compensation Injury

13.4.1 Provided there is compliance with California Labor Code requirements, employees will have a choice of doctor (to be on file with the Authority prior to the injury) and hospital for treatment of a work-related injury. The Authority will provide Association members with information on their rights under the California Labor Code. The Authority continues to also reserve the right to require the employee to be seen by an Authority-appointed physician. The Authority would incur the cost for the Authority-required physician visit.

13.4.2 Any job related injuries will be reported to the employee's supervisor and/or Human Resources within twenty-four (24) hours.

13.5 Seniority/Layoff Procedure

13.5.1 Seniority shall be based on the length of continuous full-time service using the latest employment date. Secondly, if needed to distinguish further, seniority dates will be used from the agencies that merged into the BFA. Seniority shall be recognized by the Authority in the event of layoff. The Authority shall designate the classifications of employees to be laid off. The junior member or members in that classification shall be laid off in reverse order based on seniority. An employee scheduled to be laid off may request a voluntary demotion to a lower classification providing the employee was employed by the Authority in the lower classification. However, an employee who is subject to demotion may at his/her option, be assigned to the position of Firefighter without prior experience with the Authority in that position. Employees who have been

voluntarily demoted shall be reinstated into the higher classification whenever there is a vacancy in the higher classification.

13.5.2 While this Memorandum of Understanding is in effect, no new employees shall be hired until employees who have been laid off in the past three (3) years have been given the opportunity to return to work.

13.5.3 Employees on the re-employment list shall forfeit their right to return to work by refusing an assignment to return to work. Employees must be physically and emotionally qualified to return to work. Employees laid off will be offered a separation physical examination. Upon re-employment employee will be given a physical and/or psychological examination to ascertain that employee is able to perform the essential functions of the job, with or without reasonable accommodation. The physical examination is to be at Authority expense.

13.6 Absentee Positions

Absentee positions, except in emergency, shall be filled forty-eight (48) hours or more before the position's duty day.

13.7 Promotional Process

13.7.1 The Authority shall post job announcements on bulletin boards in all fire stations and email to each member as the methods of informing employees of promotional opportunities. The announcements shall be posted no later than seven (7) days prior to the closing date for filing for the position. Employees shall be allowed to take time off with pay to take Authority examinations and to attend scheduled interviews conducted for promotional opportunity within the Big Bear Fire Department.

13.7.2 A minimum of two (2) eligible candidates must be available and actually participate in the promotional process in order to keep the promotion "closed". In the event there are less than two (2) eligible employees applying, the Authority may, at its discretion, open the position to outside, qualified candidates who meet the eligibility criteria.

13.8 Court Fines

The Authority shall pay for court fines imposed upon any member as a result of his/her being cited for mechanical or legal defects in Authority equipment which he/she has been directed to operate. Members shall report in writing to the shift Captain or Chief any defects in Authority equipment detected during the inspection or operation of the equipment. Failure to report receipt of a citation for mechanical defects by the end of a tour of duty in which the member received a

citation for such defect shall relieve the Authority of its obligation to pay a subsequent fine for that member for the same condition.

13.9 Jury Duty

All full-time Authority employees who receive a summons for jury duty will receive their regular salary and benefits for up to two (2) weeks. The employee must return to their shift assignment once released from jury duty if they may reasonably do so given the time of day and the location of the jury duty. Any additional time spent on jury duty must be covered using approved leave.

14 ARTICLE NO. 14 PERSONNEL FILES

14.1 No member shall have any comment adverse to his/her interest entered in his/her personnel file without the member first having read and signed the instrument containing the adverse comment indicating he/she is aware of such comment. Should a member refuse to sign, that fact shall be noted on the document, witnessed by another person other than the supervisor, and may be placed in the member's personnel file.

14.2 A member shall have fifteen (15) days within which to file a written response to any adverse comment entered in his/her personnel file. Such written response shall be attached to, and shall accompany, the adverse comment. This Article shall be retroactive and apply to any comments presently in a member's personnel file. No documents are to be removed from a member's personnel file without the member's knowledge. (Exception: Administrative documents, W-2 forms, payroll sheets, etc.).

14.3 An employee who receives a negative notation (written reprimand, letter of instruction, or a notation on a less than standard rating in an employee evaluation) in his/her personnel file may request a review, after one (1) year from the date of the negative notation, to expunge that notation. The Fire Chief shall have the sole authority to approve the request, and this decision shall not be subject to the grievance process.

15 ARTICLE NO. 15 INVESTIGATION RIGHTS/ASSOCIATION REPRESENTATION

15.1 Any member of the Association required to meet with any supervisor or chief officer, or attend a meeting of the Authority regarding possible disciplinary action shall have an Association representative in attendance if desired by the member. However, the member shall have the right to meet alone with any of the above if the member so chooses and requests in writing. Any such meeting shall be preceded by at least one (1) hour notification of the time and purpose of the meeting to the Member and Association representative; however, the member may waive any advance notification. A waiver of advance notice by the member shall mean a waiver of advance notice by the Association representative.

15.2 Discipline Appeal Process

The procedures outlined herein constitute the informal and formal steps.

15.2.1 Right of Appeal

Any employee holding a regular appointment in the Civil Service who has been suspended, demoted, dismissed, or reduced in step within his/her range shall be entitled to request a hearing as set forth below. Written reprimands shall not be subject to the Discipline Appeal Process. Rather, an employee that receives a written reprimand may request a hearing before the Fire Chief to appeal the appropriateness of the reprimand. This hearing before the Fire Chief is not an evidentiary hearing, and the Fire Chief's decision is final and binding. An employee receiving a reprimand may also choose to submit a written response to the reprimand for the record. Nothing in this Discipline Appeal Process impacts the Authority's right to release a probationary employee without cause or for failure to pass the probationary period.

15.2.2 Employee Representation

At any step in the Discipline Appeal Procedure, the employee concerned may choose to represent himself/herself; or that Certified Employee Organization which has been recognized by the Authority for that Representation Unit to which the employee's classification is assigned; or by legal counsel. The employee concerned shall be personally present at all stages unless that employee specifically waives the right in writing.

15.3 Appeal Procedure

15.3.1 Protest

Within seven (7) calendar days of the receipt of written notice of proposed disciplinary action, the disciplined employee may protest the proposed disciplinary action by requesting an Administrative/Fire Chief Review. Such protest shall be made in writing to the Fire Chief with a Copy sent to the Human Resources Department and/or designee.

15.3.2 Administrative/Fire Chief Review

The Human Resources Department and/or designee, within seven (7) calendar days of the receipt of such an employee's protest, shall initiate arrangements to hold an informational meeting between the Fire Chief and the employee, unless the Fire Chief has recommended the action or such a meeting has already occurred. The Fire Chief shall conduct such investigation deemed advisable which shall include the holding of a meeting with the employee. At the conclusion of the review and within

fourteen (14) calendar days of receipt of the employee's request, the Fire Chief may revoke, modify, or affirm the initial disciplinary action and shall, in writing, specify his/her intention, together with any further information relative to the case, which he/she believes is important. Such written specification by the Fire Chief shall be submitted to the employee and a copy sent to the Human Resources Department and/or designee. If there is a decision not to proceed with the action, all notices regarding the proposed action shall be destroyed in accordance with applicable law.

15.3.3 Evidentiary Hearing

An employee disciplined under the Authority's Personnel Policies shall have the right to appeal the Fire Chief's decision. The appeal shall be heard by the governing Board. As an alternative, and if the parties mutually agree, the appeal can be heard by an agreed-upon arbitrator. The hearing would be in closed or open session at the option of the employee. All such appeals shall be filed in writing with Human Resources and/or designee on or before 5:00 p.m. of the fifteenth (15th) calendar day following the giving of notice of the Fire Chief's decision. For the purpose on an evidentiary hearing, the date of "giving of notice" shall be either the date that the employee is personally served with the notice, or the date that such notice was placed in the United States Postal Service certified mail. Under exceptional circumstances Human Resources and/or designee may extend these time limits by a maximum of seven (7) days if done in written notice. Failure, for any reason, to file an appeal within the time permitted shall be conclusively deemed to be an acceptance of the Fire Chief's decision.

15.3.4 Upon receipt of a timely appeal, the Human Resources Department and/or designee shall set the matter for hearing and provide written notice to all parties.

15.3.5 At the time set for the hearing, the Board/Arbitrator shall hear and consider the evidence presented by the Fire Chief, or designee, for the disciplinary action taken. The employee shall be given the right to cross-examination of any witness. The employee shall be given a reasonable opportunity to present any competent and relevant evidence and be heard, personally or through a representative, employed at the employee's expense. The employer shall then be given a reasonable opportunity of cross-examination of any witness so called.

15.3.6 Proceedings before the Board/Arbitrator need not be conducted in strict conformity with the rules of evidence as applied in a court of law, but all parties shall observe the substance of the rules of evidence, to the end that the matter may be fully heard and determined upon evidentiary matter which reasonable people rely on in the conduct of serious business affairs. The hearings shall be held in closed session, unless the employee requests otherwise.

15.4 Decision — Final and Conclusive

Following the hearing, the Board/Arbitrator shall make findings of fact, affirm, reverse or modify the decision appealed from, provided, however, that the Board/Arbitrator shall not increase the severity of the penalty imposed by the Fire Chief. The Board/Arbitrator shall give written notice to the employee, the Fire Chief, the Human Resources Department and/or designee of its determination. Such determination shall be final and conclusive.

15.5 Reimbursement for Loss of Pay

Reimbursement, consistent with the terms of the final decision, shall be made to an employee for loss of pay due to a disciplinary action which is subsequently revoked or modified. Such reimbursement pertains to and is confined to the period of time between the date of initial action and ending with the date of final decision.

15.6 Waiver of Steps or Time Limits

Notwithstanding any provisions of this Article, any time limit or stage of procedure specified in this Article may be waived upon written consent of all parties involved.

15.7 No Interruption of Work

During the determination of a discipline appeal herein, there shall be no interruption of scheduled work relating to the discipline appeal, except as provided by the appeal process above. However, reasonable Authority work time shall be provided the employee to meet with his/her representative. The employee shall give his/her supervisor reasonable prior notice of the date and estimated time needed. The supervisor shall document such requests and the actual amount of time taken. If the discipline is sustained, the employee shall elect to have the Authority time used for the above meeting(s) deducted from their accrued leave or have an equivalent amount deducted from their next paycheck.

15.8 This section shall supersede Section 16 with regards to disciplinary action. An employee will have the right to arbitration for the purpose of appealing a disciplinary action.

16 ARTICLE NO. 16 GRIEVANCE PROCEDURE

16.1 The Authority and Association realize the importance of a viable Grievance Procedure to aid in the resolution of disputes among employees, supervisors, and management. It is recognized that, to maintain morale and harmonious relations, an orderly method of processing a grievance is necessary.

16.2 This procedure is intended to establish a systematic means to process a grievance and to obtain fair and proper answers and decisions regarding employee complaints. The representatives of employees and management at all levels will make continuing efforts

to secure prompt disposition of grievances. Every effort should be made to resolve grievances in the informal process. The initiation of a grievance in good faith by a member shall not cast any adverse reflection on the member's standing with his/her supervisor or his/her loyalty as an Authority employee.

16.3 The procedures outlined herein constitute the informal and formal steps necessary to resolve a member's grievance. (An attempt to settle a grievance in the informal structure at the member-supervisor level is required.) The grievance must be submitted to the Informal Step within fifteen (15) days of when the member is aware of, or in exercising reasonable diligence should have been aware of conditions, acts, or omission precipitating the grievance or the member loses the right to grieve.

16.4 The aggrieved member shall have the right to be represented. This representation may commence at any step in the Grievance Procedure. No person hearing a grievance need recognize more than one (1) representative for any member at any one time, unless he/she so desires. However, if the member's legal counsel is not from the Association a representative of the Association may attend the grievance hearing(s) to ensure that the solution reached does not violate the terms of the Memorandum of Understanding.

16.5 Informal Step: Initially, the grieving member shall, on a personal face-to-face basis, discuss his/her complaint with his/her immediate supervisor. Within five (5) days of this meeting, the supervisor shall give his/her decision to the employee orally.

16.6 Formal Steps: If the grievant is not satisfied with the decision at the Informal Step, he/she shall proceed with the following steps:

16.6.1 Step 1. Written Grievance to Supervisor

The grievant shall submit his/her grievance in writing on a grievance form to his/her immediate supervisor within five (5) days of being informed of the supervisor's informal decision or lack of response. Within five (5) days of receiving the written notification of the member's grievance, the supervisor shall meet with the grievant and thoroughly discuss the grievance. The member may appear personally, and he/she may be represented by a representative of his/her choice. In any event, the supervisor shall give a written decision on the grievance form to the grievant within five (5) days after receipt of the written grievance. If the grievance has not been satisfactorily resolved at Step 1, it may be appealed within five (5) days to the Fire Chief at Step 2. Such appeal shall include a factual basis as to why the resolution is unsatisfactory.

16.6.2 Step 2. Written Grievance to Fire Chief

The steps outlined in Step 1 shall be followed by the grievant and the Fire Chief. If the grievance has not been satisfactorily resolved at Step 2, it may be appealed

within five (5) days to the Board, Step 3. Such appeal shall include a factual basis as to why the resolution is unsatisfactory.

16.6.3 Step 3. Written Grievance to the Board

The Chairman and Board will be advised of the general nature of the case and will set a time, date, and place for hearing the grievance within thirty (30) days. The grievant and the Board will be notified of the date, time, and place of the hearing. The decision of the Board will be in writing and transmitted to the parties within twenty (20) days after the close of the hearing. Failure by the Board to meet the aforesaid time limit will mean the grievant will initiate Step 4 of the grievance procedure. The decision of the Board is final and binding on all parties, except that grievances based on alleged violation of the Memorandum of Understanding may be appealed within five (5) days to arbitration at Step 5.

16.6.4 Step 4. Arbitration

- a. If the grievant is not satisfied with the decision of the Board and the grievance is based upon this Memorandum of Understanding, the Association may appeal the decision with the concurrence of the grievant within five (5) days of the receipt of the Board's decision by notifying the Fire Chief or designee of the desire to go to arbitration by filing the appropriate form.
- b. After the request for arbitration has been received by the Fire Chief or designee, the parties shall agree within seven (7) days on an acceptable arbitrator. In the event the parties cannot agree on an arbitrator, the parties shall request a list of five (5) arbitrators from the California State Mediation and Conciliation Service from which the parties shall alternately strike names and the remaining name shall become the arbitrator.
- c. If any question(s) arise as to the ability to arbitrate the grievance, such question(s) will be ruled upon by the arbitrator.
- d. The arbitrator shall limit decisions strictly to the application and interpretation of the provisions of the Memorandum of Understanding.
- e. The arbitrator shall be without power to make decisions contrary to or inconsistent with or modifying or varying in any way the terms of this Memorandum of Understanding.
- f. The arbitrator shall be without power to make decisions limiting or interfering with the powers, duties, and responsibilities of the Board under its bylaws, and rules and regulations having the force and effect of law giving full legal effect to.
- g. The arbitrator shall consider only those issues, facts, opinions, and information which have been properly carried through all prior steps of the grievance procedure.

- h. All costs for the service of the arbitrator including, but not limited to, per diem expenses, travel expenses, and subsistence expenses shall be borne equally by the Board and the Association and/or employee.
- i. All other costs will be borne by the party incurring the expense.
- j. The arbitrator should render a decision no later than thirty (30) days after the conclusion of the hearing. Such decision shall be final and binding on the parties. The arbitrator's decision is subject to appeal by either party to the courts in a manner prescribed by law.
- k. Copies of the award shall be in writing and set forth the arbitrator's opinion and conclusions on the issue and copies shall be furnished both parties.
- l. The Association shall discourage any attempt of employees and shall not encourage or cooperate with any employee in any appeal to any court unless the Association is the moving party or appeal to other governmental agencies, the decision of the arbitrator. The Association or the employee shall not use any means to attempt to bring about a settlement of any grievance other than via the grievance procedure. The processing of a grievance beyond Step 2 shall constitute an expressed election on the part of the grievant that the grievance procedure is the chosen forum for resolving the issues contained in the grievance and that the grievant will not resort to any other forum for resolution or review of the issues.
- m. No public comment shall be made by any party involved in the grievance procedure until both parties have received a decision by the arbitrator.
- n. The arbitrator will be without power or authority to make any decision which requires the commission of an act prohibited by law or which is in violation of the terms of this Memorandum of Understanding.
- o. The arbitrator shall have no power to establish salary schedules or structure.
- p. In case of a grievance involving any contingency or other monetary claim against the Authority, no award shall be made by the arbitrator which shall allow any alleged accruals when such grievance has not been presented to the Authority in writing within fifteen (15) days of the occurrence of the event which gives rise to the grievance.
- q. The arbitrator shall not interpret State or Federal law, but confine the decision to the contents of the Memorandum of Understanding.
- r. The arbitrator shall not hear a grievance previously barred by the parties or an arbitrator or on an issue previously denied by an arbitrator.

16.7 Miscellaneous

- 16.7.1 Nothing contained herein will be construed as limiting the right of any employee alleging a grievance to discuss the matter informally with any appropriate member of the administration and to have the grievance adjusted without intervention of the Association provided the adjustment is consistent with the terms of the Memorandum of Understanding and that the Association has been given an opportunity to be present at such adjustment and to share its view.
- 16.7.2 Since it is important that grievances be processed as rapidly as possible, the time limits specified at each level should be considered maximum and every effort should be made to expedite the process. The time limits, however, may be extended by mutual written agreement.
- 16.7.3 No reprisals of any kind shall be taken by the Authority or its agents against anyone because of participation in the grievance procedure.
- 16.7.4 Forms for filing grievances will be prepared jointly by the Authority and the Association.
- 16.7.5 Every effort shall be made to schedule hearings for the processing of grievances at times which will not interfere with the regular duties of the participants. If any grievance hearing must be scheduled during regular duty time, the grievant, the employee who is the employee's representative, or any employee required by either party to participate as a witness in such a hearing, shall be released from duties without loss of pay for participation in the hearing.

17 ARTICLE NO. 17 MANUAL OF OPERATIONS

Policies/procedures will be adopted according to the Personnel Policy. The Association, Fire Administration, and Human Resources will be able to view/print a copy of each policy/procedure as it is adopted.

18 ARTICLE NO. 18 MANAGEMENT RIGHTS

The Association agrees that the Board's authority is limited only by that which is inconsistent with law or in violation of specific provisions of this Memorandum of Understanding. The Parties agree that the Board's authority is invested in the Fire Chief. The Fire Chief shall have the authority and responsibility for overall management and supervision of the fire department, including but not limited to personnel, equipment, budget, and operations. The Fire Chief has the responsibility and authority to manage, plan, and direct, on behalf of the public, all operations and activities of the Fire Department, both to the fullest extent authorized by law, or policy, and in any manner of decision which the Fire Chief deems appropriate.

19 ARTICLE NO. 19 SEVERABILITY

19.1 If any provision of this Memorandum of Understanding is held by the proper legislative or judicial authority to be unlawful, unenforceable, unconstitutional or not in

accordance with applicable statutes or not applicable to charter cities, all other provisions of the Memorandum of Understanding shall remain in full force and effect for the duration of this Memorandum of Understanding. If there is any conflict between the provisions of this Memorandum of Understanding and the provisions of federal or state law, the provisions of the federal or state law shall be controlling.

19.2 Upon the issuance of a decision declaring any Article, Section or portion of this Memorandum to be unlawful, unenforceable, unconstitutional or not applicable to charter cities, the parties agree to meet and confer immediately concerning only those Articles, Sections, or portions.

20 ARTICLE NO. 20 WAIVER CLAUSE

Except as stated in other portions of this Memorandum of Understanding, the Board and the Association, for the life of this Memorandum of Understanding, each agree that the other shall not be obligated to meet and confer with respect to any subject or matter referred to or covered in this Memorandum of Understanding. However, they may meet by mutual agreement or as required by Government Code Section 3504.5.

21 ARTICLE NO. 21 DURATION AND SIGNATURE

21.1 This Memorandum of Understanding shall become effective July 1, 2018 and shall continue in full force and effect until December 31, 2019.

21.2 If a successor Memorandum of Understanding has not been reached by 12:00 midnight on December 31, 2019, the terms and conditions of the Memorandum of Understanding shall be extended one (1) year or until a successor Memorandum of Understanding is adopted.

21.3 All terms and conditions set forth in the Memorandum of Understanding are hereby acknowledged and agreed to by the representatives of the Authority and Association on the 12th day of December 2017.

21.4 In the event either party wishes to negotiate a successor Memorandum of Understanding, it is desirable such party notify the other party in writing by July 1, 2019 that they wish to commence negotiations.

21.5 In the event the District should initiate negotiations with another agency to serve as a contractor for fire suppression and related services, the parties agree to meet to discuss the terms of a Transitional MOU.

DEFINITION OF TERMS

AUTHORITY: Shall mean the Big Bear Fire Authority.

BOARD: Shall mean the Board of Directors of the Big Bear Fire Authority.

- DAY: A day is a day on which the Fire Authority offices are open for business. A day is the passage of twenty-four hours from a given point in time. Time limitations are established to settle a grievance quickly. Time limitations may be modified by agreement of the parties. If at any state of this Grievance Procedure the grievant is dissatisfied with the decision rendered, it shall be the grievant's responsibility to initiate the action which submits the grievance to the next level of review. The grievant may proceed to the next step if a reviewing official does not respond within the time limitations specified.
- EMPLOYEE: The term "employee" shall include all safety personnel within the Fire Authority Representation unit exclusive of management or confidential employees.
- EMPLOYER: Shall include the Big Bear Fire Authority or any management or administrative representative or elected official thereof.
- F.L.S.A.: Fair Labor Standards Act.
- GRIEVANCE: A grievance is an alleged violation of the terms of this Memorandum of Understanding or the Manual of Operation, Policies, IOMs, ordinances, laws, or rules of the Authority, and that by reason of such alleged violation, an employee's rights have been adversely affected.
- GRIEVANT: A grievant is a member as defined in the Memorandum of Understanding. In order to avoid the necessity of processing numerous similar grievances at one time, a single grievance may be filed by the Association on behalf of a group.
- GRIEVANCE FORM: A grievance form shall be a form developed and agreed upon by the Authority and the Association that will follow the steps in the Grievance Procedure and contain a clear factual statement as to why the grievant feels specific rights have been violated. Originals shall be returned to the grievant.
- SHALL AND MAY: "Shall" is mandatory. "May" is permissive.
- MEMBER: Shall include Fire Safety Personnel in the classification of: Firefighter; Engineer; Captain; and any additional classification within, as may be established by the Board of Directors and is included in the representation unit.

Memorandum of Understanding

BBFA

01/01/2021 – 12/31/2023

SHIFT:

Means a twenty-four (24) hour tour of duty for the Fire Authority, except for such members as may work a forty (40) hour average work week.

**BIG BEAR PROFESSIONAL FIREFIGHTERS' INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS – LOCAL 935:**

By: _____ Date: _____
Andrew Crane
Labor Representative

By: _____ Date: _____
Brian Lambert
Labor Representative

By: _____ Date: _____
Matthew Fonda
Labor Representative

By: _____ Date: _____
Chad Meketarian
Labor Representative

BIG BEAR FIRE AUTHORITY:

By: _____ Date: _____
John Green, Board Chairman

By: _____ Date: _____
Jeff Willis, Fire Chief

By: _____ Date: _____
Kristin Mandolini, Senior Finance Officer/Human Resources Manager

Appendix A



BIG BEAR FIRE AUTHORITY
 Suppression Classification and Wage Table
 July 1, 2018 to December 31, 2019

Job Classification	Hourly Rates										Annual Range			
	1	2	3	4	5	6	7	8	9	10				
Fire Captain	31.44	32.22	33.03	33.85	34.70	35.57	36.46	37.37	38.30	39.26		\$86,642	to	\$108,204
Fire Engineer	27.14	27.82	28.51	29.23	29.96	30.71	31.47	32.26	33.07	33.90		\$74,800	to	\$ 93,415
Fire Fighter	23.43	24.02	24.62	25.24	25.87	26.51	27.18	27.86	28.55	29.27		\$64,583	to	\$ 80,655

* Paramedic Stipend additional \$9,000 annually per Represented Employee



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA7

MEETING DATE: December 1, 2020

TO: Chairman and Members of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *[Signature]*

PREPARED BY: Kristin Mandolini, Senior Finance Officer *[Signature]*

SUBJECT: **PTO ACCRUALS FOR AMBULANCE OPERATORS AND FLIGHT PERSONNEL**

BACKGROUND:

In February 2018, our flight operations division was placed into service. At that time, it was determined that flight personnel would be considered non-safety and would therefore accrue Paid Time Off (PTO) at the same rate as administration. When we began hiring ambulance operators in May, the same accrual rates were applied.

Recently it has become apparent that the accrual rates are not sufficient to support these non-safety employees working 24-hour shifts. The beginning accrual rate is 6.47 hours per pay period; therefore, it takes nearly two months to accrue enough hours to cover just one 24-hour shift.

Current and proposed accrual rates are displayed on attachment A. The proposed rates would allow ambulance operators the opportunity to earn enough PTO in two pay periods to cover a 24-hour shift, while still keeping the ambulance operator model at a reduced cost. The proposed accruals for flight staff would allow our employees to earn enough PTO in three pay periods to cover a 24-hour shift. Flight staff work fewer shifts in one year than ambulance operators, thus the lower recommended accrual rate.

FISCAL IMPACT:

An increase in PTO accruals for ambulance operators and flight personnel will marginally increase overtime expense as those hours are backfilled, which will be offset by the savings generated by employees having enough PTO hours available to stay home when they are sick and not infect others.

STAFF RECOMMENDATION:

Staff recommends increasing PTO accruals for ambulance operators and flight staff as outlined in Attachment A effective December 5, 2020.

ATTACHMENT A: Paid Time Off Accrual Comparison

Paid Time Off Hours Accrual Comparison

<i>Length of Service</i>	Current			
	<i>Admin</i>	<i>Suppression</i>	<i>AO's</i>	<i>Flight</i>
1 - 4 Years	168	408	168	168
5 - 9 Years	208	456	208	208
10 + Years	248	528	248	248
Annual Hours Worked	2080	2912	2912	2208
<i>PTO Hours to Hours Worked</i>				
1 - 4 Years	8%	14%	6%	8%
5 - 9 Years	10%	16%	7%	9%
10 + Years	12%	18%	9%	11%

<i>Length of Service</i>	Proposed			
	<i>Admin</i>	<i>Suppression</i>	<i>AO's</i>	<i>Flight</i>
1 - 4 Years	168	408	312	240
5 - 9 Years	208	456	360	288
10 + Years	248	528	408	336
Annual Hours Worked	2080	2912	2912	2208
<i>PTO Hours to Hours Worked</i>				
1 - 4 Years	8%	14%	11%	11%
5 - 9 Years	10%	16%	12%	13%
10 + Years	12%	18%	14%	15%



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA8

MEETING DATE: December 1, 2020

TO: Big Bear Fire Authority Administrative Committee

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **DRAFT REQUEST FOR PROPOSAL FOR ALL-RISK FIRE AND EMERGENCY MEDICAL SERVICES**

BACKGROUND

The Administrative Committee of Big Bear Fire Authority met November 24, 2020. One of the discussion items was the Board directed development of a Request for Proposal (RFP) for All-Risk Fire and Emergency Medical Services (EMS). This topic was assigned to the Administrative Committee by the Board on June 4, 2020. At this same time the Board authorized the implementation of a non-safety Ambulance Operator model that systematically reduces the number of on-duty firefighters daily, from the current practice of thirteen to nine. This also increases total daily staffing through augmentation by Ambulance Operators.

The Department is nearly halfway through the 2020-2021 fiscal year and is substantially ahead of its implementation schedule with the ambulance operating model. This model has been proven successful over the past five months and it appears that we will stay ahead of the planned implementation and transition. Additionally, the Administrative Services department has reorganized which includes the reduction of 2.5 administrative positions. The combination of these two factors has reduced the annual cost of operation to a level that allows the Department to operate within available revenue.

This is particularly important as it relates to the recent failure of Measure I. Measure I focused on increasing the number of on-duty firefighters from 13 to 17, thus increasing operational capability. As dictated by community vote and the failure of Measure I, the Department has shifted its focus from operational capability and readiness to fiscal conservancy. Implementation of the Ambulance Operator model and reduction of personnel in the administrative services department are consistent with a “fiscal conservancy first” approach.

DISCUSSION

On November 24, 2020, the Administrative Committee reviewed and discussed the draft RFP. Through this discussion it was identified that the RFP did not contain clear reference to the disposition of existing fixed facilities, apparatus, or pension liabilities. Further discussion ensued regarding the FY 2020-2021 budget and its positive performance for the first quarter reporting period. The current outlook is that this positive budget performance will continue into future years as the Ambulance Operator model is further implemented over the next 3-year period.

The Administrative Committee directed staff to return the draft RFP to the Board for further discussion and Board direction. Through consensus discussion, the Administrative Committee recommends that the draft RFP in current form be tabled as a draft document for now. This recommendation allows the Department the ability to fully implement the Ambulance Operator model that achieves cost savings thus allowing the Department to honor the popular vote of the community towards “fiscal conservancy first” by operating within available revenue.

RECOMMENDATION

The Administrative Committee recommends that attached Request for Proposal (RFP) be tabled by the Board in current form.

ATTACHMENT A: Request for Proposal

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES**GENERAL INFORMATION****A. STATEMENT OF WORK****1. Intent**

The Big Bear Fire Authority (Authority) is a Joint Powers Authority (JPA) established in 2012 that effectively consolidated the Big Bear Lake Fire Protection District, a subsidiary district of the City of Big Bear Lake and the Big Bear City Fire Department, a public safety department within the Big Bear City Community Services District. The purpose of the JPA, when formed, was to achieve cost savings while at the same time improve the emergency service delivery system to both jurisdictions.

The Authority currently provides “All Risk” fire suppression and emergency medical services, prevention and investigation services, along with ground 911 and non-emergency ambulance transport services. The Authority, as part of its agreement with its member agencies, leases existing fire station facilities from the member agencies who currently maintain fee title ownership. Current in-services apparatus is a mixed ownership between member agencies and the Authority. As new apparatus is purchased, based on replacement needs, it is purchased as property of the Authority. The Authority provides service out of five (5) fire stations: Station 281 is the headquarters station located at 41090 Big Bear Boulevard, known as the Big Bear Lake Station; Station 282 is located at 301 W. Big Bear Blvd, Big Bear City, known as the Big Bear City Station; Station 283 is located at 550 S. Maple Lane; known as the Sugarloaf Station; Station 284 is located at 45360 Lucky Baldwin Ranch Road, known as the Baldwin Station; Station 285 is located 501 Valley Boulevard (Big Bear Airport), known as the Flight Crew Station. There are two additional fire stations that provide for storage and supply of equipment and apparatus known as the Moonridge and Boulder Bay Stations. These two fire stations do not provide an emergency response thus they are not numerated in the '28 series of station identification. In addition to the fire stations listed above the Authority's fire training center is located at 417 Grenfall Lane, Big Bear City.

The Authority seeks proposals from qualified Service Providers for full-service fire suppression and emergency medical services (EMS), prevention and investigation services, and ground ambulance transport serving 911 and non-emergency interfacility transports.

The Authority currently provides, through an agreement with Air Methods, Inc., critical care medical helicopter service. Flight medical personnel are also utilized to provide ground critical care transportation service during times of inclement weather when the helicopter is grounded. It should be noted that the current agreement with Air Methods does not allow for the automatic transfer of the agreement to another fire Service Provider.

The Authority has considered the cost of service operating in an environment with increasing service demand. To this end, the Authority endeavors to participate in this competitive process to evaluate and weigh the costs and benefits as a locally governed agency against proposals submitted

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES

by other qualified Service Providers. Accordingly, the Authority submits a competitive Request for Proposal (RFP) to qualified Service Providers to provide all-risk fire and EMS department services by virtue of a service contract. The term of service contract shall be for five (5) years with an option to extend the contract an additional five (5) years based on the mutual consent of both parties provided the Service Provider has met the requirements of the Authority and earned the right to negotiate for a renewal based on performance and at the discretion of the Authority. The Authority shall make the offer of extension to Service Provider at least 12 months prior to the scheduled end of the term of the agreement or any previously granted extension.

2. Scope

The Authority may desire to enter into a service contract with a selected fire protection and EMS Provider to deliver the services specified in this RFP. The Authority's intent is to maintain its current Insurance Services Office (ISO) Rating and ensure the same level of coverage, response times, resources at incident scenes, quality of service, and training. In other words, a Prospective Provider shall not reduce the level of service over the specified term of the contract. A successful fire protection and emergency medical system has three major consumer objectives: 1) prevent lost lives and minimize property loss; 2) quick response times to emergencies; and 3) provide these services in a fiscally prudent and responsible manner. The Authority seeks to meet these objectives now and, in the future, while ensuring good value for the community. One of the goals of the Authority's public safety program is to sustain an economically balanced performance-based emergency response system. Essential elements of this fiscally balanced system include:

- Timely and effective response to emergency medical incidents;
- Effective continuous quality improvement program for emergency medical services;
- The ability to provide critical care ground transports during times of inclement weather;
- Responsive to the local hospital providing non-emergency interfacility transports;
- The ability to staff additional Advanced Life Support (ALS) ambulances at times of unplanned surge;
- Timely and effective response to fire suppression needs;
- Effective fire prevention and community risk reduction programs;
- Effective fire investigation services;
- Effective execution of rescue activities and vehicle extrications; and
- Effective planning and training for emergency response to natural or man-made disasters.

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B. INSTRUCTIONS TO PROPOSERS

1. Designated Authority Contact/Ex-Parte Communication Ban

All contacts during this competitive process is through designated Authority staff only. The evaluation phase of the competitive process shall begin upon issuance of the RFP to the public and shall continue until the governing board has considered this matter at a public meeting. Proposers, either directly or indirectly or through intermediaries, organized labor or other agents shall not contact or lobby evaluators, elected officials, or other Authority staff from the time the RFP has been issued and released to the public until the governing board has considered the proposal at a public meeting. **Attempts by Proposers to contact evaluators, elected officials, or other Authority staff during this time period shall result in disqualification of that Proposer.** The purpose of this communication ban is to ensure a fully transparent and level playing field for all Proposers. Proposers shall be required to submit a signed copy of the Ex-Parte Communication Certification attached as Exhibit C.

All questions regarding these specifications, terms, and conditions are to be submitted in writing only as official Requests for Information (RFIs). The Authority will endeavor to provide written responses to all RFIs within five (5) business days. All RFIs submitted before the final deadline to submit RFIs, as well as the Authority's written responses to RFIs, will be answered, posted to the Authority's website, and available for all Proposers to review. No RFIs will be accepted beyond the due date noted below. It is the responsibility of all Proposers to check the Authority's website periodically to ensure they have reviewed all responses to RFIs and any addendums to this RFP. Proposers are required to include a signed copy of the attached Addendum Acknowledgement Form, documenting that all addendums have been reviewed and acknowledged with its proposal attached as Exhibit D.

All RFIs should be directed to:

Dawn Marschinke, Board Secretary

Email: dmarschinke@bigbearfire.org

A copy of this RFP, RFIs and responses, RFP addendums, and other associated information relative to this solicitation will be posted on the Authority's website at: www.bigbearfire.com

2. RFP Calendar of Events

Event	Date
RFP Issued	December 3, 2020
Authority Closure Dates	Every Friday; December 24 & 31, 2020; January 11, 2021; and February 15, 2021
Final Request for Information Due	February 4, 2021
Final RFP Addendums Due (Authority)	February 25, 2021
Proposals Due	5 p.m. March 4, 2021
Proposal Evaluation Period	April 2021-June 2021

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES**3. SUBMITTAL OF PROPOSALS**

- 3.1 It is the responsibility of each Proposer to be familiar with all the specifications, terms and conditions of this RFP. By the submission of a proposal, the Proposer certifies that, if awarded a service contract, they will make no claim against the Authority based upon ignorance of conditions or misunderstanding of the specifications.
- 3.2 All proposals must be SEALED and must be received by 5:00 p.m. PDT on March 4, 2021. Proposals are to be addressed to: Big Bear Fire Authority Proposal for Fire Protection Services, 41090 Big Bear Blvd., Big Bear Lake, CA 92315 Attention: Dawn Marschinke, Board Secretary
- 3.3 NOTE: LATE AND/OR UNSEALED PROPOSALS WILL NOT BE ACCEPTED.
- 3.4 Proposals will be received only at the address shown above and the date and time indicated in the Calendar of Events. Any proposal received after said date and/or time or at a place other than the stated address will not be considered and will be returned to the Proposer unopened.
- 3.5 All proposals, whether delivered by an employee of Proposer, U.S. Postal Service, courier, or package delivery service, must be received prior to the time designated.
- 3.6 Proposer's name and return address must also appear on the mailing package.
- 3.7 No email (electronic) or facsimile proposals will be considered.
- 3.8 Proposer acknowledges all RFP terms and conditions and, by submission of its proposal, indicates the ability to perform in accordance with all specification herein.
- 3.9 Submitted proposals must be valid for a minimum period of one (1) year from the submittal date.
- 3.10 All costs associated with the preparation and submission of a proposal shall be borne by Proposer.
- 3.11 Only one proposal will be accepted from any one person, partnership, corporation, or other entity; however, several alternatives may be included in one response. For purposes of this requirement, "partnership" shall mean, and is limited to, a legal partnership formed under one or more of the provisions of the California Corporations Code or an equivalent statute.
- 3.12 Proprietary or Confidential Information:
 - 3.12.1 No part of any proposal is to be marked as confidential or proprietary.

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- 3.12.2 Authority may refuse to consider any proposal or part thereof.
- 3.12.3 All proposals shall become the property of Authority.
- 3.12.4 Authority reserves the right to make use of any information or ideas contained in submitted proposals.
- 3.12.5 Proposals submitted in response to this RFP may be subject to public disclosure.
- 3.12.6 Authority shall not be liable in any way for disclosure of any such information.
- 3.13 All other information regarding the proposals will be held as confidential until such time as the RFP Review Committee has completed its evaluation.

4. PROPOSAL FORMAT

Proposals must be signed in ink by an authorized officer or employee of the Proposer's organization. Proposals shall incorporate all information requested in this RFP, in the order listed. Authority performance standards for public safety services are identified in the Scope of Work (Exhibit A) of this RFP and shall be addressed in the manner stipulated for each standard.

- 4.1 It is the intent of the Authority to ensure that all proposals be concise and directly respond to the required information in this RFP. In order to facilitate the proposal evaluation process, the following requirements shall be adhered to:
- 4.1.1 Submit six (6) copies of the complete written proposal. An electronic version of the entire proposal in a Portable Document Format (.pdf) shall be included with the printed version on a USB-drive.
- 4.1.2 Submitted Proposals
- Binder #1 shall contain a Table of Contents, the narrative response to this RFP (the Proposal), all required forms (Exhibits), and shall be contained within a 1-inch, three-ring binder.
 - Binder #2 shall contain all attachments (Appendices), if any, identified within the proposal.
- 4.1.3 Narrative (Binder #1): The proposal may begin with a brief executive summary (not more than three pages) of the highlights and overall benefits of the proposal to the Authority. Any material deviation from these requirements may be cause for rejection of the proposal, as determined at the Authority's sole discretion. The narrative portion shall abide by the following specifications:

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES

- Table of Contents must include corresponding page number and pages must be numbered sequentially
 - Tabs must separate each section of the proposal
 - Font - Times New Roman, no smaller than 12-point
 - Line spacing no less than 1.5 lines
 - Double-sided page printing
 - Standard 8.5" by 11" paper
- 4.1.4 Attachments (Binder #2): Proposers may elect to use reference attachments in the proposal to provide additional detail. All attachments should be incorporated into a second binder and each attachment shall be labeled, page numbered, referenced in the narrative, and identified on the Table of Contents as Appendices.
- 4.1.5 Cost proposals shall be submitted in the same format as outlined in Exhibit B attached hereto.
- 4.2 Proposer's Proposal Submission Elements: The required format for all submittals shall be consistent with the following format:
- A. Cover letter and proof of insurance requirements.
 - B. General background information and qualifications.
 - C. Proposed method for providing services and deployment strategies.
 - D. Statement regarding the performance measures to be utilized in defining service delivery and service outcomes.
 - E. Projected partnerships and collaborations that are being proposed including any joint/automatic response or mutual aid provisions.
 - F. Proposed prevention efforts including new and existing construction inspection services, plans review, fire/arson investigations, pre-fire planning, code enforcement, and fire mitigation efforts or vegetation management.
 - G. References for any service contracts or service collaboration arrangements that the provider is or has been involved.
 - H. Proposed Fee Structure including:
 - i. Startup cost;
 - ii. Initial Service period cost to Authority;
 - iii. Proposed pricing methodology for future or extended service terms;

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES

- iv. Identification of any additional user fee or service fee that may be instituted (plans review fees, inspections fees, stand-by fees for special events, false alarm fees, auto extrication fees, roadway response fees, hazardous materials clean-up fees, equipment of supply use fees, non-resident service fees, etc.) to defray annual Authority service costs; and

I. Complete all forms/worksheets contained in RFPs Exhibits, include behind the proposal in Exhibit order, and placed in Proposer's Binder #1.

5. EVALUATION PROCESS /REVIEW COMMITTEE /CRITERIA

- 5.1 All acceptable proposals will be evaluated by the RFP Review Committee.
 - 5.1.1 The RFP Review Committee will be composed of four (4) Authority governing board members, Fire Chief, support staff, and the Finance Officer.
 - 5.1.2 The RFP Review Committee will consider a Service Provider in accordance with the evaluation criteria set forth in this RFP. Evaluation of the proposals shall be within the sole judgment and discretion of the RFP Review Committee.
- 5.2 All contact during the evaluation phase shall be through the designated Authority contact person only, Assistant to the Chief Dawn Marschinke. Proposers shall not contact or lobby evaluators, elected officials, or other Authority staff during the RFP process until the governing board has considered the matter and provided additional direction to staff. Attempts by Proposer, either directly or indirectly through lobbyists, organized labor, or other agents to contact and/or influence members of the RFP Review Committee, elected officials, or other Authority staff will result in disqualification of the Proposer.
- 5.3 The RFP Review Committee will evaluate each proposal in meeting the minimum qualification requirements set forth in this RFP. Proposers should bear in mind that any proposal that is unrealistic in terms of the technical or schedule commitments, or unrealistically high or low in cost, will be deemed reflective of an inherent lack of technical competence, or indicative of a failure to comprehend the complexity and risk of the Authority's requirements, as set forth in this RFP.
- 5.4 As a result of this RFP, the Authority intends consider cost and level of service for "all risk" fire and emergency medical services. The Authority may reject any proposal and may waive, to the fullest extent permitted by law, any informalities or minor irregularities therein not involving price, time or changes in the services provided. The Authority may also elect to continue providing all risk emergency services as its own fire department. The goal to the Proposer is to identify

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES

alternative service model that may offer the Authority a cost saving benefit that meets or exceeds the level of service currently provided. The Authority reserves the right, in its discretion, to reject all proposals and issue a further Request for Proposals.

- 5.5 In evaluating proposals, Authority will consider the information provided in the proposal, the compliance with the prescribed requirements, and such other data as may be requested in this RFP, or any other information requested, provided or discovered through this process.
- 5.6 Much of the material needed to present a comprehensive proposal can be placed into one of the sections listed. Other information may be added to further support the evaluation process whenever such additional information is deemed appropriate in considering the nature of the services being solicited.
- 5.7 The Authority may conduct any investigations the Authority deems necessary to assist it in its evaluation of any proposal and to establish the Proposer's responsibility, qualifications, and financial ability (and that of its proposed subservice providers, suppliers, and other persons and organizations) to perform in accordance with the agreement and the proposal, to Authority's satisfaction.
- 5.8 Evaluation Criteria: (A) General Background and Qualifications, (B) Service Methodology and Deployment, (C) Performance Measurements, (D) Prevention & Community Risk Reduction Performance, (E) Quality Control Measures, and (F) Proposed Fee Structure.
 - 5.8.1 How well the proposal demonstrates an understanding of the requirements of the RFP;
 - 5.8.2 The description of the methodology that will be used to meet the requirements; and
 - 5.8.3 The likelihood of success based on the reasonableness of the approach, the commitment of resources, and adequate infrastructure to support the proposal.

6. NOTICE OF INTENT

- 6.1 At the conclusion of the RFP response Evaluation Process, all Proposers will be sent a Notice of Intent, in writing, as may be directed by the Governing Board.
- 6.2 The Authority retains the right to reject all bids and to not award a service contract. Proposers will be notified if this is the outcome.

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES**C. TERMS AND CONDITIONS****1. PROPOSAL**

- 1.1 Proposals will be evaluated by the RFP Review Committee and will be ranked in accordance with the RFP Evaluation Criteria.
- 1.2 This is a fact-finding effort only and not an offer of contract. Nothing in this RFP or the acceptance of the supplied proposal, shall be binding to the Authority unless or until a separate agreement is developed and executed by the Authority following governing board approval.
- 1.3 The RFP Review Committee will present to the governing board the Proposer who, in its opinion, has submitted a proposal that best serves the overall interests of the Authority. The RFP Review Committee may also recommend that the Authority maintain its own fire department or seek out additional alternative service model/options.
- 1.4 The proposal evaluation process set forth herein will be used to assist the RFP Review Committee in making its recommendation to the governing board.
- 1.5 The Authority reserves the right to reject any or all responses that materially differ from any terms contained herein or from any exhibit attached hereto and to waive informalities and minor irregularities in responses received.

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES**EXHIBIT A****SCOPE OF WORK**

The Authority seeks to provide as much flexibility as possible for responsive Service Providers to propose service models that provide a viable service level for the Authority. However, the Authority shall ultimately maintain local discretionary decision-making and control over service levels, budget, and funding for emergency medical service, fire suppression, prevention, investigation, community risk reduction, and associated planning efforts to meet current and future benchmark goals.

The Authority and member agencies shall continue to retain ownership and control of current fire department fixed facilities. The Authority and/or member agencies will lease to Proposer if selected (separate lease agreement required) real property at \$1 per year. The Service Provider, if it decides to occupy the existing fire stations and deploy its resources from those locations, will be responsible for providing general and routine maintenance of a non-structural or mechanical nature for all fire stations, buildings as well as general property maintenance, as may be defined in a lease agreement. In addition, the Service Provider, if they choose to utilize Authority or member agency owned fire stations, shall share the use and operation of those stations with a 911/ALS Service Provider, if not providing this service on its own.

The Service Provider will be required to provide all necessary equipment, vehicles, apparatus, materials, and supplies needed to provide these services to the Authority the cost of which shall be incorporated into annual service contract that the Authority or member agencies pay. The Proposer shall designate to the Authority and/or member agencies a Fire Chief and Fire Code Official (Fire Marshal), which includes the enforcement of Title 19 of the California Code of Regulations and all applicable codes within pertaining to building/fire codes and building safety inspections.

Contractual Duties, Responsibilities & Obligations:

The Proposer's services provided through a contract with the Authority shall be at comparable levels to the Authority's current service levels and response times. These services shall also be delivered in a financially sustainable and responsible manner as identified in this RFP. The Proposer's Service contract shall include emergency and non-emergency ALS ground patient transport service, emergency and non-emergency critical care patient transport by ground during times of inclement weather conditions. Fire protection services will include commercial, residential, wildland and industrial, mandated fire prevention/life safety inspections, fire/arson investigations, hazardous materials incident response, vehicle fires, vehicle extrication, hazardous conditions response (flooding, downed power lines, earthquake, terrorist incidents), and mutual/automatic aid to surrounding areas.

The Proposer will provide for the professional management and operational control of the fire department following the level of service and policies established by the Authority. The Proposer will recruit, test, hire, train, and manage the personnel required to deliver this service. The Proposer will provide training to all employees, by accredited and qualified instructors and

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES

institutions, that will meet or exceed the accepted industry standards, requirements, and specific operational needs of the Authority.

The Authority requires that all responding, and support personnel shall meet any applicable County, State, and Federal qualifications/training requirements, including CAL-OSHA requirements, driving licensure, etc. Proposers shall offer in their proposals recommended criteria for the establishment of the minimum training requirements for operational personnel utilized in Authority responses (State Fire Marshal's Office training certifications for: Firefighter 1 & 2, Driver Operator, Company Officers, Chief Officers, Fire Inspectors, Fire Investigators, etc.) and for command response personnel and their level of training/competency as incident commanders.

Labor negotiations, worker's compensation, personnel administration, employee benefits, and career development will be the Proposer's responsibility. The Authority's expectations regarding work rules and existing memorandums of understanding between the Proposer and its employees will not impact or hamper the Proposer's ability to deliver the services in the manner prescribed herein by the Authority.

The Proposer, through initial and extended emergency response deployment, will meet the standards of response cover needs for the Authority's jurisdiction. The Proposer will designate the Big Bear Lake and Big Bear City Stations as "must cover" stations, if it elects to occupy these stations. Proposers must demonstrate to the Authority that a "must cover" station is not needed or could be covered by alternate deployment models. "Must cover" means that any time the staffed apparatus is committed to an emergency or activity that precludes a response to a second incident, the Authority will be covered by either: 1) Cover engine that will be dispatched from another station, 2) Call back of off-duty personnel, or 3) Activation of volunteer firefighters. This will provide an immediate fire engine for second emergency or support to the initial emergency. The Authority will receive a minimum depth of coverage, and Proposers are required to outline their proposed minimum depth of coverage. The Proposer will be required to comply with the Authority's required mutual coverage support during emergencies that are considered automatic mutual aid.

The Proposer will be responsible for the enforcement of the State fire code, local fire code amendments, and the code provisions in the Big Bear Lake Municipal Code pertaining to fire prevention and life safety inspections. The Proposer will maintain a representative to function in an Emergency Operations Center (EOC) when the EOC is activated. In addition, the Proposer will have an active and prominent role in the Authority's and member agency emergency response planning efforts and will participate in emergency planning tabletop exercises.

Dispatch Service:

The 911 Public Safety Answering Point (PSAP) is San Bernardino County Sheriff. Fire and medical related emergency calls are currently transferred to CONFIRE as a secondary PSAP. Radio communication and station alerting is through the county 800 MHz radio system. Station alerting backup to 800 MHz alerting is performed through hard wire Voice Over Internet Protocol (VOIP). The Authority also owns and operates a VHF radio repeater system for continuity of

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emergency operation should the 800 MHz/VOIP system crash or fail. Proposers already utilizing existing dispatch infrastructure should identify proposed dispatching models/systems for fire and emergency medical service they would implement or absorb into existing systems, if providing emergency services to the Authority.

Desired Service Level:

In keeping with the Authority's stated desire to deliver these services in a fiscally prudent and sustainable manner at a comparable service level, the vision for such a delivery model emphasizes quality and expedient service, maximizes efficiencies, lowers costs, and adds value. The Authority's fire protection Service Provider will be a first responder to medical emergencies. The Fire Protection Provider is expected to respond to the following types of calls:

- First responder at the ALS level
- ALS ambulance transport
- Working structure and other fires
- Wildfire response and mitigation services
- Traffic accidents requiring patient extrication
- Urban/technical rescues
- Fire investigation services
- Hazardous materials response
- Hazardous conditions response
- Community outreach and fire prevention education
- Fire/development plan check services
- Community risk reduction planning and programs

In presenting the staffing and equipment necessary in the Proposer's opinion to provide effective and fiscally sustainable fire protection services to the Authority, the proposal should include a broad overview of the proposed service delivery model.

Proposers may elect to propose alternate force deployment strategies including the use of roving or patrol units, posting of vehicles at key locations, or the utilization of peak staffing models and of other staffing and deployment strategies that differ from dedicated staffing at the five (5) existing Authority facilities.

The service model must indicate the number of positions by employee classification that are available to provide service, both in terms of fully employed personnel assigned to the Authority jurisdiction, or personnel with combined or shared service responsibilities.

In addition, all necessary vehicles and equipment such as apparatus, support vehicles, command personnel, etc., to provide this service shall be outlined by Proposers.

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Proposers may elect to propose the use of alternative response vehicles for non-emergent response to service calls, public assist, automatic fire alarms, or other non-emergent response activities, such alternative service delivery approaches should be detailed by the Proposer in its proposal.

The following table provides service call statistics for calendar years 2017-2019, as provided by the Authority:

Year	Unit Responses	Fire Incidents	EMS Incidents	Other Incidents	Incident Totals	IFT Calls	IFT and Call Totals
2017	8266	187	3085	849	4121	438	4559
2018	7784	178	2991	670	3839	646	4485
2019	8600	178	3306	798	4282	793	5075

Proposers should describe their proposed operational plans to provide for the full-force response to each response type such as fires or other emergencies that quantifies the total number of personnel and equipment that would respond to the various occupancy groups (single-family residential, multiple-family residential, commercial, industrial, high-hazard occupancies, target hazards, low-rise structures, vegetation fires, outdoor fires, vehicle fires, and etc.) in their proposals.

Assumption of Personnel:

The Prospective Provider shall include a provision to integrate or appoint BBFD personnel into its roster as employees of the contracting agency. It is anticipated that all Authority employees would be integrated into the prospective contracting agencies organization and would maintain their jobs. It is expected that BBFD uniformed personnel will be allowed to be assigned to a BBFD fire station, unless at the employee's request to be transferred. The Authority will expect that Authority employees maintain their existing base rate of pay after the integration to the contracting agency.

Work schedules will be up to the Prospective Provider to identify as the Authority is open to alternatives other than the existing schedules.

Any contract with a Prospective Provider for the proposed services would be subject to any meet and confer process required by law with the respective BBFD labor associations.

Below is a listing of the Authority employment classifications:

1. Assistant Chief/Fire Marshal: It is expected that the existing Assistant Chief/Fire Marshal will transition into the Prospective Provider's workforce as a chief officer at his/her current base rate of pay.
2. Battalion Chiefs: It is expected that the existing Battalion Chiefs will transition into the Prospective Provider's workforce as chief officers at their current base rate of pay.
3. Fire Captains: It is expected that the existing Fire Captains will transition into the Prospective Provider's workforce as Fire Captains at their current base rate of pay.

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4. Fire Engineers: It is expected that the existing Fire Engineers will transition into the Prospective Provider's workforce as Fire Engineers at their current base rate of pay.
5. Firefighters: It is expected that the existing Firefighter will transition into the Prospective Provider's workforce as Firefighter at their current base rate of pay.
6. Ambulance Operator/EMTs: It is expected that existing Ambulance Operator/EMTs will transition into the Prospective Provider's workforce as an Ambulance Operator/EMT at their current base rate of pay. This position may be placed anywhere in the Prospective Provider's system where an opening is available.
7. Ambulance Operator/Paramedics: It is expected that existing Ambulance Operator/EMTs will transition into the Prospective Provider's workforce as an Ambulance Operator/EMT at their current base rate of pay. This position may be placed anywhere in the Prospective Provider's system where an opening is available.
8. Flight Nurses: It is expected that existing Flight Nurses will transition into the Prospective Provider's workforce as a Flight Nurse at their current base rate of pay. This position may be placed anywhere in the Prospective Provider's system where an opening is available.
9. Flight Paramedics: It is expected that existing Flight Paramedics will transition into the Prospective Provider's workforce as a Flight Paramedic at their current base rate of pay. This position may be placed anywhere in the Prospective Provider's system where an opening is available.
10. Fire Mechanic: It is expected that the existing Fire Mechanics will transition into the Prospective Provider's workforce as a Fire Mechanic at his/her current base rate of pay. This position may be placed anywhere in the Prospective Provider's system where an opening is available.
11. Senior Finance Officer/Human Resources (HR) Manager: It is expected that the existing Senior Finance Officer/HR Manager will transition into the Prospective Provider's workforce as a Senior Finance Officer at his/her current base rate of pay.
12. Board Secretary: It is expected that existing Board Secretary will transition into the Prospective Provider's workforce as a Board Secretary at his/her current base rate of pay.
13. EMS Billing Coordinator: It is expected that existing EMS Billing Coordinator will transition into the Prospective Provider's workforce as an EMS Billing Coordinator at his/her current base rate of pay.
14. Information Technology Coordinator: It is expected that the existing Information Technology Coordinator will transition into the Prospective Provider's workforce as an Information Technology Coordinator at his/her current base rate of pay.

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15. Accounting/HR Coordinator: It is expected that the existing Accounting/HR Coordinator will transition into the Prospective Provider's workforce as an Accounting/HR Coordinator at his/her current base rate of pay.
16. Administrative Assistants: It is expected that existing Administrative Assistants will transition into the Prospective Provider's workforce as an Administrative Assistant at their current base rate of pay.

Administrative and Support Services:

Proposers must declare who will be appointed as the designated fire chief or chief fire officer for the Authority and will represent the Authority in that capacity. The appointed Fire Chief/Chief Fire Officer will have the ability to make changes or reassignments of assigned personnel. This individual will manage this contract in a professional and efficient manner, attend local government board meetings when requested, attend various local government meetings, provide personnel management services, attend other policy meetings and special events as appropriate or requested, and coordinate emergency planning with other agencies including automatic and mutual aid agreements.

All administrative and support services, and management functions related to contracted fire personnel (i.e. personnel administration, labor relations, contract negotiations, etc., disciplinary actions, uniforms, turnouts, medical response & firefighting materials and supplies, etc.) will be performed or provided by the Proposer. At no time shall the Proposer's existing work rules or memorandums of understanding with its employees impede the Proposer's ability to deliver the services in the manner and cost structure required by the Authority and as determined by the Authority.

Proposers shall offer in their proposals recommended criteria for the establishment of "performance measures" and the frequency of their reporting in assessing service delivery. Proposers shall also offer in their proposals recommended criteria for the establishment of financial penalties when service delivery criteria are not being met.

Fire Prevention and Investigation Services:

The Proposer will assist the Authority with the following programs:

- Fire and life safety inspections and enforcement as per applicable State and local Municipal Codes;
- Public education (i.e. school and civic programs, community outreach, etc.);
- Fire Hazard Reduction Program (i.e. emergency response preplanning, special event fire safety, plans/inspections); and
- Arson investigation and related law enforcement assistance on an as-needed basis.

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES**Annual Cost Proposal:**

The proposal will include the annual cost to provide all services contained herein as outlined in Exhibit B. The cost shall be broken out by fire station, as applicable. The cost shall be a fixed amount for the first three (3) years of this agreement. Beginning in Year 4 of the agreement term, an annual adjustment will be allowed based on the Los Angeles-Long Beach-Anaheim Consumer Price Index for the preceding 12 months.

Regular Meetings, Reporting, and Billing Requirements to the Authority:

The Service Provider will provide a monthly fire department activity report to the Authority or individual member agencies. The monthly activity report will include all fire department activities for a given month broken down by category (i.e. emergency and non-emergency medical aids, emergency fire suppression incidents, property loss estimates [if applicable], coverage or response time issues [if any], mutual aid responses, other emergency-related incidents, and community support activities). The Authority and the Service Provider will meet quarterly to discuss service provision performance and other key issues involving the service agreement.

The Service Provider will provide an annual fire department report. This annual report will be a detailed summary of the department's activities (as mentioned above) and statistical data broken down by category for the previous year, as well as an identification of challenges and issues addressed during that time, or that remain unresolved. The Service Provider will provide detailed billings, based on the Authority's contract with the Service Provider.

Required Insurance Coverages:

The required insurance coverages including lines of insurance, coverage limits and related criteria are set forth in Exhibit E Insurance Coverage Agreement.

Proposed Service Fees:

The Proposer shall indicate in its proposal any identified service fees it intends to or already does charge the public while directly providing service to the Authority (including any variances in fees for residents, business, and non-residents) for the delivery of any service. Such identified proposed service fees should include specific details as the actual service to be provided, the fee for each service, and any variables. Additionally, such schedule of fees should be applicable for a specified time frame, which at a minimum shall be for the first three (3) years of a service contract proposal. Thereafter, any proposed adjustments to the proposed service fees shall be no more than an annual adjustment, which shall be based on the Consumer Price Index for all Urban Consumers for the Los Angeles-Long Beach-Anaheim Consumer Price Index for the preceding 12 months. All such proposed initial service fee schedules and any future adjustments to such fees, shall be contingent on formal approval and act of the Authority governing board. Any fees collected by the Service Provider shall be used to offset the annual service cost charged to the Authority.

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If a Proposer elects to propose one or more service fees in its submittal, the Proposer should indicate how any revenue received by the Proposer, if awarded a resultant agreement, for such fees will reduce the proposed costs set forth in Proposer's Cost Proposal.

If a Proposer elects to not establish any service fee at any time during the initial term of a service agreement, or delay establishing such a fee for a specified amount of time, it should so state that in its submittal.

The Proposal Shall Also Include the Following:

- 10-year history of the service fee charged to other agencies contracting who contract with the Proposer for fire protection and emergency medical services.
- 10-year history of the Proposer's salary and benefit increases that have been passed on in the form of increased costs to its contracting agencies, especially municipalities.
- Identify the Proposer's time frame needed to acquire equipment and personnel to service this contract.

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EXHIBIT B

COST PROPOSAL

1. Total Annual Cost for the Baldwin Station

\$ _____

2. Total Annual Cost for the Big Bear City Station

\$ _____

3. Total Annual Cost for the Big Bear Lake Station

\$ _____

4. Total Annual Cost for the Sugarloaf Station

\$ _____

5. Total Annual Cost for the Airport Station

\$ _____

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES

EXHIBIT C

EX PARTE COMMUNICATIONS BAN CERTIFICATION

DECLARATION OF EX PARTE COMMUNICATION

I/We, _____, have not held, or will hold any communications regarding any of the subject matters contained herein, whether in-person, telephonically or electronically, with any elected official or staff member of the Authority outside of the communications protocols contained herein, until a service contract proposal has been considered by the governing board at a public meeting. I/We, _____, declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

All contacts during this competitive process is through designated Authority staff only. The evaluation phase of the competitive process shall begin upon issuance of the RFP to the public and shall continue until the governing board has considered proposals at a regular board meeting with additional direction being provided to staff. Proposers, either directly or indirectly or through intermediaries, lobbyists, organized labor or other agents shall not contact or lobby evaluators, elected officials or other Authority staff. **Attempts by Proposers to contact evaluators, elected officials or other Authority staff during the evaluation period shall result in disqualification of that Proposer.**

Dated _____

Signature of Authorized Agent

Printed, Title

Subscribed and sworn to before me by

This _____ day of _____, 2021

(signature of Notary Republic)

(SEAL)

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES

EXHIBIT D

ADDENDUM ACKNOWLEDGEMENT FORM

ACKNOWLEDGEMENT OF ADDENDA

Proposer's name _____

The Proposer shall signify review of all Addenda here, if any:

Addendum No.	Date Reviewed	Signature

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES**EXHIBIT E****INSURANCE COVERAGE AGREEMENT**

Minimum Scope and Limits of Insurance. Proposer shall obtain, maintain, and keep in full force and effect during the life of a service agreement all the following minimum scope of insurance coverages with an “A Rated” insurance company admitted to do business in California, and approved by the Authority:

- (a) Broad-form commercial general liability, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than Two Million Dollars (\$2,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or shall be three times the required occurrence limit. If Service Provider maintains higher limits that the specified minimum limits, Authority requires and shall be entitled to coverage for the high limits maintained by the Service Provider.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than Five Million Dollars (\$5,000,000.00), combined single limits, each incident for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California and Employers Liability Insurance with a minimum limit of \$1,000,000 per accident for any employee or employees of Service Provider. Service Provider agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the Authority, its officers, agents, employees, and volunteers for losses arising from work performed by Consultant for the Authority and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.
- (d) Medical Professional Liability with limit no less than \$2,000,000 per occurrence and \$6,000,000 aggregate. If coverage is written on a claim made basis, the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Insurance must be maintained, and evidence of insurance must be provided for at least three (3) years after completion of the contract.

Neither the Authority nor any of its elected or appointed officials, officers, agents, employees, or volunteers makes any representation that the types of insurance and the limits specified to be carried by Service Provider under an agreement are adequate to protect Service Provider. If Service Provider believes that any such insurance coverage is insufficient, Service Provider shall provide, at its own expense, such additional insurance as Service Provider deems adequate.

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Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions as worded below:

- (a) Additional insureds: "The Authority and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Service Provider pursuant to its contract with the Authority; products and completed operations of the Service Provider; premises owned, occupied or used by the Service Provider; automobiles owned, leased, hired, or borrowed by the Service Provider."
- (b) Notice: "Service provider shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, Service Provider shall forthwith obtain and submit proof of substitute insurance. Should Service Provider fail to immediately procure other insurance, as specified, to substitute for any canceled policy, the Authority may procure such insurance at Service Provider's sole cost and expense."
- (c) Other insurance: "The Service Provider's insurance coverage shall be primary insurance as respects the Authority, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the Authority shall be excess and not contributing with the insurance provided by this policy."
- (d) Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the Authority, its officers, officials, agents, employees, and volunteers.
- (e) The Service Provider's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

Deductible or Self-Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by Authority.

Certificates of Insurance. Service provider shall provide to Authority certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by Authority.

Non-limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in Proposer's proposal the extent to which Service Provider may be held responsible for payments of damages to persons or property.

Waiver of Subrogation. Proposer will grant to the Authority a waiver of any right to subrogation which any insurer of said Proposer may acquire against the Authority by virtue of the payment of

ALL-RISK EMERGENCY FIRE AND MEDICAL SERVICES

any loss under such insurance. Proposer agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Authority has received a waiver of subrogation endorsement from the insurer.

Indemnification Requirements. Proposer shall defend, indemnify and hold Authority, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner which actually or allegedly arise out of or are incident to any alleged acts, omissions, negligence or willful misconduct of Service Provider, its officials, officers, employees, agents, and subcontractors arising out of or in connection with the performance of the Services, including without limitation the payment of all consequential damages and attorney's fees and other related costs and expenses except where caused by the active negligence, sole negligence, or willful misconduct of the Authority its officials, officers, employees, volunteers and agents. Service Provider shall defend, at Service Provider's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the Authority, officials, officers, employees, volunteers and agents. Service Provider shall pay and satisfy any judgment, award or decree that may be rendered against the Authority or its officials, officers, employees, volunteers and agents, in any such suit, action or other legal proceeding. Service Provider shall reimburse Authority and its officials, officers, employees, volunteers and/or agents, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Service Provider's obligation to indemnify shall not be restricted to insurance proceeds.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA9

MEETING DATE: December 1, 2020

TO: Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Dawn Marschinke, Board Secretary *DM*

SUBJECT: **BOARD REORGANIZATION - SELECTION OF THE 2021
CHAIRMAN AND VICE CHAIRMAN**

BACKGROUND

The Bylaws and Policies of the Big Bear Fire Authority (Bylaws) establishes the rules and process for selecting a Chairman and Vice Chairman of its Board. At its regular meeting in the last quarter of each calendar year, or as soon thereafter as reasonably possible, the Board shall select from amongst its members its Chairman and Vice Chairman for the following year by the following process:

1. The Chairman shall open the nominations for the subsequent Chairman.
2. The Chairman shall then close nominations, and the Board shall vote to elect the new Chairman.
3. Immediately upon election, the newly elected Chairman shall assume all duties and responsibilities of the Chairman.
4. The newly elected Chairman shall then open the nominations for the Vice Chairman.
5. The Chairman shall close the nominations, and the Board shall vote to elect the new Vice Chairman.
6. Immediately upon election, the newly elected Vice Chairman shall assume all duties and responsibilities of the Vice Chairman.

The Chairman shall alternate between the member agencies each year, such that the Chairman selected for the following year shall not be from the same member agency that provided that Chairman for the current year. The Vice Chairman shall rotate each year in the same manner as the Chairman.

DISCUSSION

The Chairman for the 2020 calendar year has been John Green, a Director of Big Bear City Community Services District. Therefore, a new Chairman from the Big Bear Lake Fire Protection District must be nominated and elected to fill the position of Chairman for 2021. The Vice Chairman for the 2020 calendar year has been Dave Caretto, a Director from Big Bear Lake

Fire Protection District. Therefore, a new Vice Chairman from the Big Bear City Community Services District must be nominated and elected to fill the position for 2021.

RECOMMENDATION

Staff recommends:

1. The Chairman shall open nominations for a new Chairman of the Board from Big Bear Lake Fire Protection District to be approved by vote of the Board.
2. The newly elected Chairman shall immediately take over the proceedings of the Board and open nominations for a Vice Chairman from the Big Bear City Community Services to be approved by a vote of the Board.

BIG BEAR FIRE AUTHORITY
Administrative Committee Meeting of November 24, 2020

Staff Notes

OPEN SESSION

MOME OF SILENCE

Observed in memory of those firefighters lost in recent fires.

CALL TO ORDER

An Administrative Committee meeting of the Big Bear Fire Authority was called to order by Chairman Green at 3:06 p.m., Tuesday, November 24, 2020, via Teleconference pursuant to Governor Newsom's Executive Orders N-25-20 and N-29-20.

Committee Board Members Present: Chairman Green, Vice Chairman Caretto, Director Herrick, and Director Ziegler.

Staff Present: Jeff Willis, Fire Chief; Mike Maltby, Assistant Chief; Kristin Mandolini, Sr. Finance Officer; Dawn Marschinke, Board Secretary; Norman Dykesten, Captain; and Joey Sanchez, Legal Counsel

PUBLIC COMMUNICATIONS:

Board Secretary Dawn Marschinke reported she had received five emails before the deadline; they are as follows:

- From Bob Ybarra:

Good afternoon Admin Committee members,

I would like to comment on the agenda item which pertains to a possible RFP for Fire and Emergency Services.

With the failure of Measure I (which I actively supported), the public made it very clear that it rejected any new tax to supplement the Fire Dept budget. It was clear the public wanted the fire dept to live within it's established budget and reduce the cost of operations.

I understand the dept has reduced personnel from (13) fire fighter/paramedics to (9) per shift. The dept has increased ambulance drivers (non fire fighting) and now is running fiscally proficient. The dept also reduced admin staff to assist in operating within their budget.

These changes have resulted in operating our Fire Dept within it's current budget.

Thus; there is no need to put our fire and emergency services out to bid now or in the foreseeable future. I do not see a problem that would require exploring an RFP. I strongly believe, for the safety of our valley, we need to maintain these services under local control.

Thank you,
Bob Ybarra – Sugarloaf

- From Jon Bidwell:

In regards to an RFP I wanted to point out some things as a long time resident and a local firefighter. As all of you know, we just went through a measure that wasn't successful. The goal was and still is to have an efficient public safety organization that is capable of working within a realistic budget. We needed more funding to be great, or we need less service to work within our current budget. We had to choose the less desirable, loss of fire/rescue personnel for Ambulance Operator positions. This is less for Big Bear, but matches what everyone else is doing, including County Fire. So we are ok following the money saving trend. With the County Fire Tax Measure passing recently, Big Bear will now pay their asking amount of around \$160/year, with a 3% increase every year after, if we went that direction. This is more than what citizens are paying now. To me the end goal has already been met with Big Bear Fire, so why would there even be an option to lose local control and deal with complete change? Would BBCSD and City Of BBL lose their amounts they take now from citizens and only have the new County Fire Tax? What is the TRUE and Amount of equipment and personnel that County would place up here PERMANENTLY? I bet not anything different than our current plan. Thanks for your time!

-Jon Bidwell

- From Cheri Sauter:

I am a resident of Sugarloaf in the Big Bear Valley and advocate for local control of the fire services but most importantly want the residents of the valley to have seamless provision of needed services.

- From Patrice Duncan:

1. How will the community be notified of a change in service should the BBFA choose to change fire suppression services to one of the competitive bids?

2. I am concerned that the results of an RFP comparison for fire suppression services will not be presented to the community in an "apples to apples" manner. For example, the RFP is requesting staffing and service for the Baldwin Lake station 284, which is currently NOT being staffed by BBFD personnel. Once the RFP window has closed, the BBFA Admin Committee must present the findings to the community in a transparent manner. Additionally, if there are new services or additional positions that these competitive bids reveal to be provided to our community, the BBFA needs to address how they will also provide/pay for comparable services.

Patrice Duncan
President
Sugarloaf Property Owners Association

- From Lindsey Kirk:

As a full time resident of Big Bear I have concerns over the potential county fire take over. In the chance that San Bernardino County Fire does take over fire suppression in the valley what does that mean for the residents? What extra costs would be implemented in comparison to our current fees? Is the takeover of county fire something the residents would have a say in or is it something that the board would just impose on the residents without having a say? Are there any other avenues of revenue being explored that don't only impact our residents i.e TOT taxes, ski resorts, short term rentals etc? Thank you in advance for your information on these topics.

DISCUSSION ITEMS

1. Request for Proposal for All-Risk Fire and Emergency Medical Services

Board consideration of a Request for Proposal for All-Risk Fire and Emergency Medical Services to make recommendations to the Board for further direction.

Speaker: Chief Willis

Chief Willis provided the background regarding the Request for Proposal (RFP) that the Administrative Committee considered today. Based on the failure of Measure I, at the June Board meeting, the Board directed staff to operate within available revenue and bring to the Administrative Committee, an RFP to submit to other agencies to consider as an alternative provider for fire suppression and emergency medical services.

Chief Willis explained that with the cost saving measures the Department has undertaken, the first quarter into the budget year shows a positive budget position. These changes included adopting an Ambulance/Operator operations model which involved reducing firefighters from 13 to 9 on-duty daily. The Ambulance/Operator model involves replacing higher cost firefighters (safety personnel) with lower cost Ambulance Operator (non-safety personnel). In addition, administrative positions were cut for added cost savings.

It was anticipated that by now there would be two new Ambulance Operators hired by the Department. However, the Department is much further along than anticipated and to-date, there are seven Ambulance Operators which has provided significant cost savings.

Discussion ensued.

The Committee agreed that the Board listened to their constituent's concerns, primarily that the Department live within its budget. The Department has done that with the cost saving measures implemented.

The Committee members agreed that because things are going so well with the new operating model it seems premature to issue the RFP. The Department could evaluate its operation at a later point in time. If, at that time, the Board determined that they should issue an RFP, the RFP under consideration today could be used as the framework to build the final RFP. Legal counsel agreed that that RFP was in decent shape and would be ready for fine-tuning if desired.

The Committee came to a consensus to recommend to the full Board, not to pursue the RFP at this time. Staff is directed to enumerate to the Board, those items that the Department has done to reduce cost as a report out to the Board and to the public.

2. Type 1 Apparatus Purchase

Receive presentation on the status and progress made by the Specification Committee to date.

Speaker: Captain Norman Dykesten

Captain Norman Dykesten gave the Committee a status report of where the Specifications Committee is at regarding the purchase of a new Type 1 Engine.

The Department is in urgent need of replacement apparatus after years of deferral. In December 2019, the Apparatus Specification Committee began the process of determining specifications for a replacement engine. After the failure of Measure I, the Spec Committee work stopped. In September 2020, the Board asked for the work to proceed.

Of the six vendors the Spec Committee sent the request for bid to, they are now down to three. There are still items required for refinement, with an anticipated date of December 4, 2020 for final cost estimates and are expected to be within available budget.

Staff will bring the final total package with financing options to the Administrative Committee in once complete, prior to bringing it to the full Board.

ADJOURNMENT

With no further business to come before the Administrative Committee, Chairman Green adjourned the meeting at 3:53 p.m.

Dawn E. Marschinke, Board Secretary