PLUMAS EUREKA COMMUNITY SERVICES DISTRICT
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PECSD SAFETY AND EMERGENCY COMMITTEE MEETING
September 15, 2026
8:00 am

Zoom Meeting ID: 871 3784 8441

Safety and Emergency Committee Members
Chairperson Don Fregulia
Director Kim Train

* Members of the public may address the Committee on items of business immediately before or during the Committee's consideration of the item after being recognized by the Committee. Limit on time for public comment is 3 minutes per speaker.

Discussion and Information Items

1. **Discussion Regarding Using Fire Reserve (OES/USFS) Funds to Replace Hydrants as Needed**
   Discuss the use of Fire Reserve (OES/USFS) funds for replacement of hydrants as needed to help raise the ISO Ratings.

2. **Proposed Policy 2400: Fire Volunteer Eligibility and Stipend Requirements**
   Review and discuss revisions to proposed Policy 2400.

Public Comment (Non-Agenda Items)

- Public may address items not on the agenda.
- Written comments due 24 hours prior for distribution.
- Comments limited to 3 minutes per speaker.

Adjournment

ADA Compliance: Agenda available in alternative formats upon request. Contact Administrative Manager Gina-Marie Morris at (530) 836-1953 at least 24 hours before the meeting.

RESOLUTION NO. 2026-46

A Resolution of the Board of Directors of the Plumas Eureka Community Services District Adopting Policy 2400 – Fire Volunteer Eligibility and Stipend Policy

WHEREAS, the Plumas Eureka Community Services District ("District") recognizes the vital contribution of volunteer firefighters in protecting life and property within the District; and

WHEREAS, the District seeks to maintain clear, consistent, and equitable standards governing volunteer eligibility, participation, and stipends to ensure readiness, safety, and accountability; and

WHEREAS, the District has determined that stipends are provided in order to defray expenses and facilitate **participation**; **stipends are** not wages, but remain taxable compensation under **IRS rules**.; and

WHEREAS, the Board of Directors has reviewed and supports the adoption of **Policy 2400 – Fire Volunteer Eligibility and Stipend Policy**, establishing requirements for residency, participation, annual medical evaluations, onboarding, and monthly stipend authorization;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PLUMAS EUREKA COMMUNITY SERVICES DISTRICT hereby adopts **Policy 2400 – Fire Volunteer Eligibility and Stipend Policy**, to be included under the Personnel Policy Series of the District Policy Handbook.

BE IT FURTHER RESOLVED that **this policy shall take effect February 1, 2026**, and that the Fire Chief and General Manager are directed to implement and maintain compliance with the provisions of the policy.

PASSED AND ADOPTED AT A REGULAR MEETING OF THE DISTRICT BOARD OF DIRECTORS THIS _____ DAY OF _____ 2026 BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

_____

Don Fregulia, Board Chairperson

_____

Clerk of the Board

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PLUMAS EUREKA COMMUNITY SERVICES DISTRICT
Policy Handbook

POLICY TITLE: Fire Volunteer Eligibility and Stipend Policy Adopted: (pending)
POLICY NUMBER: 2400

2400.10 Purpose

To define eligibility, participation, and stipend authorization for Plumas Eureka Community Services District (PECSD) Fire Department volunteers. Stipends are **incentives for participation**, not wages **and are intended to defray expenses associated with volunteering**; therefore, stipend eligibility is participation-based to promote consistent engagement, operational readiness, and community protection.

2400.20 Applicability

This policy applies to all non-employee individuals serving as volunteers with the PECSD Fire Department, including but not limited to positions eligible for monthly stipends: **Fire Chief, Captains, Engineer, Medical Officer, and Mechanic**.

Fire Volunteers volunteer their services to PECSD Fire Department for civic, charitable, or humanitarian reasons. Fire Volunteers are not employees and are not entitled to receive any compensation or benefits for their services to the PECSD Fire Department. However, so as not to deter volunteers due to expenses involved with volunteering, certain volunteers are eligible to receive a stipend in accordance with the terms of this policy.

2400.30 Eligibility and Onboarding

1. **Chief's responsibility**. The **Fire Chief** is responsible for designing and implementing the **onboarding and orientation program** for all new and returning volunteers.
   - Onboarding must include:
     - Review and acknowledgment of **District policies relevant to volunteer service** (this policy, conduct standards, safety procedures, and chain-of-command expectations).
     - Completion of all **District-required forms**, including the **Volunteer Application and Acknowledgment/Agreement Form** and **any and all required tax forms.**
     - Orientation covering incident reporting, radio use, personal protective equipment (PPE), facilities, and safety protocols.
     - Overview of stipend participation requirements and annual physical scheduling.

2. **Basic qualifications**. Volunteers must:
   - Be at least 18 years of age.
   - Possess a valid driver's license.
   - Be physically capable of performing assigned tasks safely.
   - Maintain a record **free from criminal convictions or conduct incompatible with public service or emergency response duties** (e.g., felony convictions, violent or theft-related offenses, or active substance abuse).
   - Reside or work within the required response area as described below.

These criteria reflect **common volunteer standards across California programs**, designed to ensure reliability, safety, and public trust.

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3. **Residency and response area**.
Because the Department's mission is to protect residents within the District, volunteers must live or work within five (5) road miles of the District boundary to ensure timely response, operational familiarity with the community, and availability during emergencies.

Volunteers designated as wildfire-only volunteers (including but not limited to Red Flag staffing, initial attack, strike team support, or other wildfire-related assignments) must maintain their primary residence within Plumas County. In addition, wildfire-only volunteers must complete a minimum of forty (40) hours per calendar year of participation, training, or service activities that benefit the District.

Qualifying activities may include, but are not limited to, wildfire training, fuel reduction or mitigation work (such as raking pine needles), community events or fundraisers (such as the pancake breakfast), station or equipment support, administrative assistance, or other activities approved by the Fire Chief.

2400.40 Participation Requirements

To remain on the active roster, volunteers must meet a **minimum cumulative participation level of fifty percent (50%)**, calculated across **all scheduled trainings and actual incident calls** during the applicable evaluation period.

Participation may be satisfied through any combination of training attendance and incident response, provided the volunteer's **total combined participation equals or exceeds fifty percent (50%)** of the total available trainings and calls.

Reasoning: These standards ensure each volunteer remains current with Department procedures and equipment, while promoting reliable turnout and ongoing engagement. Regular participation fosters safety, teamwork, and readiness.

2400.50 Annual Medical Evaluation

1. **Annual requirement**. All volunteers must complete **an annual physical examination** between **May 1 and June 30** to qualify for service during the following fiscal year.

2. **New or returning volunteers**. Individuals joining or rejoining the Department must successfully complete the same **District-approved physical examination** before being added to the roster.

3. The examination should follow medical fitness guidelines consistent with NFPA 1582 or equivalent standards appropriate for volunteer departments.

Reasoning: This requirement ensures that volunteers are medically fit to perform firefighting and emergency response duties without posing undue risk to themselves, their fellow responders, or the public.

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2400.60 Stipend Authorization

1. **Participation-based incentive.**
   Stipends are provided in order to defray expenses associated with volunteering for those serving in eligible positions.

2. **Annual qualification standard.**
   Eligibility to receive stipends in the following calendar year shall be determined based on a volunteer's average monthly participation over the prior calendar year, excluding any hours or activities associated with Office of Emergency Services (OES) deployments.

   To remain stipend-eligible, a volunteer in an eligible position must, on average, meet one or a combination of the following criteria:

   a. Respond to at least twenty percent (20%) of monthly incident calls; or

   b. Complete at least five (5) hours per month of documented volunteer service benefiting the District, including but not limited to training, maintenance, administrative support, community events, or other activities approved by the Fire Chief; or

   c. Meet the stipend eligibility standard through a combination of call response and service hours that, in the aggregate, demonstrates equivalent participation as determined by the Fire Chief.

3. **Documentation.**
   Participation will be verified using incident and training logs maintained by the Fire Chief or designee. Service hours must be documented and approved by the Fire Chief.

2400.70 Loss of Active Status and Reinstatement

- Volunteers who fail to meet participation or medical requirements may be removed from the active roster and will not be eligible to participate or to receive stipends until reinstated.
- Reinstatement requires completion of the most recent onboarding, including the physical examination and any training required by the Fire Chief.

2400.80 Oversight

The Fire Chief is responsible for maintaining accurate rosters, training attendance, call records, and stipend eligibility documentation. The **Administrative Manager** shall ensure compliance with tax reporting and budgetary provisions consistent with applicable law and District financial policies.

2400.90 Policy Review

This policy shall be **reviewed in years ending in "0" or "5"** to ensure it remains consistent with District operations, applicable laws, and volunteer program practices. The review shall be conducted by the **General Manager**, in coordination with the **Fire Chief**, and any recommended revisions shall be submitted to the **Board of Directors** for consideration.

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