



BOARD OF DIRECTORS
Foresthill Fire Protection District

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DISTRICT BOARD
JOHN MICHELINI
PRESIDENT
TROY SIMONICK
VICE PRESIDENT
TYLER HARKNESS
DIRECTOR
CHRIS REAMS
DIRECTOR
RAY MILLER
DIRECTOR

KIRK KUSHEN
FIRE CHIEF

Foresthill Fire Protection District
Minutes of Regular Board of Directors Meeting
Thursday, September 12, 2019
District Administration Office
24320 Main St.
Foresthill, CA 95631

REVISED
10/21/2019

1. CALL MEETING TO ORDER

- a. President Michelini called the meeting to order at 6:10 p.m.

2. FLAG SALUTE

- a. President Michelini led the Flag Salute.

3. ROLL CALL

- a. All Directors were present.
b. Chief Kushen was present.

4. AGENDA APPROVAL

VP Simonick made a motion to approve the agenda as presented. Director Harkness seconds the motion. Motion carries.

5. PUBLIC COMMENT

- a. None

6:16 P.M. PRESIDENT MICHELINI OPENED THE FINAL BUDGET HEARING

- a. President Michelini read the staff report aloud.
b. Both the board and the public were given the opportunity to ask questions or make comments about the proposed final budget.
c. President Michelini closed the hearing at 6:26 p.m.

6. CONSENT ITEMS

- a. Director Miller requested that consent item i. be discussed separately.
b. Director Miller made a motion to approve the Consent Items (except i) as presented. Director Harkness seconds the motion. Motion carries.
c. Director Miller requested the following Amendment to the Minutes of the August 8th Regular Meeting. Item 3. b. ..." called to order by President Reams Michelini."
d. Director Miller made a motion to accept the minutes as amended. VP Simonick seconds the motion. Motion carries.

7. FIRE CHIEF'S OPERATIONS REPORT

Chief Kushen requested a moment of silence be observed for all first responders who lost their lives on 9/11/2001.

Total August calls - 46 - 62% of which were 31 M/A's (24 transports [77%])

Thankfully, we had no Structure or Vegetation fire calls during the heat of August.

Significant Incidents:

On 8/19, M-88, B-90, myself, and additional Cal Fire Engines from both Sta. 10 & 11, responded to a vehicle vs. motorcycle accident with injuries and fire. Crews initially provided patient treatment and confined the fire to prevent extension into the vegetation. I assumed command freeing up our initial resources to complete extinguishment and concentrate on Pt. treatment and the tactical objectives. Patient was transferred to CalStar for air ambulance transport to Sutter RSV Trauma Center. Both CHP

and PCSO assisted in incident traffic control, security and investigation into what transitioned into a crime scene.

Staffing:

Current Vacancies: 1 Eng.–We have scheduled the testing of the 6 applicants on 9/20.

1 new F/T FFPM vacancy -We are doing resume review and interviews for 2 applicants from the Firefighter Candidate Testing Center (FCTC) list. Testing is done by Cal JAC.

Apparatus:

New Type 1 Engine is here and very close to being in service. It's currently being outfitted at PHF Fleet Services shop. We are having a ceremony, open house and pancake breakfast at 10:00 on Sat. 9/21 at Sta. 90.

OES SAFE Act Eng. has been purchased from Cal OES – 2000 HME w/ a new Cummins factory manufactured engine. We have some minor maintenance work to complete prior to placing in service.

Both B-88 & B-90 are in service. M-88 is currently at Auburn Dodge for minor repairs and maintenance work

Apparatus committee has been working on options to replace M-90 and have met with ambulance manufacturers. We are awaiting bids for both a repurpose and replacement ambulance.

We will be developing an operational committee to include both employees and possibly a member of the Board to develop options and recommendations for the future use of our 4x4 pick up that is currently serving as Rescue-90

Facilities:

Sta. 90 structural repair work is still pending. We have received the architectural design plans for repairs and are awaiting the response of local contractors with bids.

Both stations are in service.

New generator is installed and running at Sta. 88

The recently repaired generator at Admin. is out of service related to recent repairs

Equipment:

We have received delivery of the FEMA Grant assisted purchase of 22 Scott Self Contained Breathing Apparatus. We will begin training and mask fit testing and will need to upgrade our compressor prior to placing in service.

Bid requests for the compressor upgrades are pending.

ISO:

We received notification today of our upcoming October 2019 ISO 5-year Evaluation. This will be a very time-consuming endeavor and a critically important period. I am requesting that anything other than critical Admin. Office visits by are eliminated and any workload additions to Patrice's already excessive responsibilities are temporarily put on hold.

Monte Verde:

Crews have finished bucking up the trees on the FHF lot and will be developing a plan to work on removal. We've received 1 bid for the annual maintenance work and will award the bid if we don't receive another bid by the end of next week.

There was a Town Hall meeting in Auburn on August 28th at the Gold Country Fairgrounds. Placer County hosted California Insurance Commissioner Ricardo Lara for a community town hall on the fire insurance challenges facing many Placer residents.

We recently added two links on our web site. One for the Placer County OES site to assist with disaster preparedness information and the other for the PG&E PSPS

Administration:

The final budget is ready and it's balanced!

Patrice is continuing with the GEMT audit for FY 15/16 and 16/17. The auditor has asked for considerably more information than previous auditors have. The process is quite time consuming.

Patrice has transitioned to paying the district's 457(b) liability from quarterly to each pay period. This is now paid electronically instead of with a paper check.

We have already begun to *Dry Period Finance* which is what we expected to have to do.

The application to PERS is 90% complete. It should be ready to send it in early next week.

The bills are all paid and the ambulance billing is current through 9/10

Our FY 18/19 financial audit is scheduled for September 25th.

Current Wildland Fire Stats from the State:

<u>1/1/2018 to 8/25/18</u>	<u>Acres</u>	<u>Wildland Fires</u>
California	1,037,349	2,014
CAL FIRE NEU	2,224	273
<u>1/1/2019 to 8/25/19</u>		
California	13,247	1,712
CAL FIRE NEU	1,855	200

8. ACTION ITEMS

- a. Approve 2019/2020 Final Annual Operating Budget.
 - i. Director Reams made a motion to adopt the final operating budget as presented. VP Simonick seconds the motion.
 - 1. Michelini AYE
 - 2. Simonick AYE
 - 3. Harkness AYE
 - 4. Reams AYE
 - 5. Miller AYE
 - ii. Budget is adopted.
- b. Approve Final DEVFEE Budget.
 - i. Director Miller made a motion to approve the proposed DEVFEE budget as presented. Director Harkness seconds the motion.
 - 1. Michelini AYE
 - 2. Simonick AYE
 - 3. Harkness AYE
 - 4. Reams AYE
 - 5. Miller AYE
 - ii. Budget is adopted.
- c. Approve Use of Funds Agreement, Middle Fork Project Nexus Funding for fiscal year 2018/2019 in the amount of: \$18,048.78.
 - i. President Michelini explained the history behind these funds from Placer County.
 - ii. Director Reams made a motion to approve the agreement as presented. Director Miller seconds the motion. Motion carries.

- d. Approve Use of Funds Agreement, Middle Fork Project Nexus Funding for fiscal year 2019/2020 in the amount of: \$18,590.24.
 - i. VP Simonick made a motion to approve the agreement as presented. Director Harkness seconds the motion. Motion carries.
- e. Approve Customer service guide.
 - i. Director Reams made a motion to approve the *Customer Service Guide* as presented. VP Simonick seconds the motion. Motion carries.
- f. Approve the release of unused District properties (Land) back to the associated homeowner's associations (HOA).
 - i. The board requested that this item be run by the District's counsel prior to proceeding.
 - ii. Director Miller made a motion to approve the release of the property back to the appropriate HOA provided approval for such action is given by the District's counsel. Director Reams seconds the motion. Motion carries.
- g. Take action on correspondence from *Foresthill Partners* requesting an exemption from Measure B on 14 of their 15 parcels.
 - i. President Michelini read the staff report aloud for this item.
 - ii. Director Reams made a motion to deny the requested waiver in its entirety. Director Miller seconds the motion. Motion carries.
- h. Approve second reading of Ordinance 2019-01 AN ORDINANCE ESTABLISHING THE SCHEDULE OF FEES FOR SERVICES PROVIDED AND PERMITS.
 - i. The board decided to approve the second reading of the ordinance in order to get it up and running. However, they have requested that Fire Marshal Brothers make an amendment to exempt 501(c3) Non-Profit organizations as soon as is practical.
 - ii. Director Miller made a motion to approve the second reading of the ordinance. Director Reams seconds the motion.
 - 1. Michelini AYE
 - 2. Simonick AYE
 - 3. Harkness AYE
 - 4. Reams AYE
 - 5. Miller AYE
 - iii. Ordinance is adopted.
- i. Approve first reading of Ordinance 2019-02 AN ORDINANCE OF THE FORESTHILL FIRE PROTECTION DISTRICT REQUIRING THE ABATEMENT OF HAZARDOUS VEGETATION.
 - i. Fire Marshal Brothers gave the background of the proposed ordinance. The board and audience had a general discussion on the topic.
 - ii. Director Reams made a motion to approve the first reading of the ordinance. VP Simonick seconds the motion.
 - 1. Michelini AYE
 - 2. Simonick AYE
 - 3. Harkness AYE
 - 4. Reams AYE
 - 5. Miller AYE
 - iii. First reading is approved.
- j. Modify Policy #5-024, *Fit for Work* to include CPAT waiver under certain circumstances.
 - i. Chief Kushen reviewed the staff report for this item. He further requested that an additional change be made: B. i." ~~All persons~~ Line Safety Personnel applying for..."
 - ii. VP Simonick made a motion to approve the changes as presented by Chief Kushen. Director Miller seconds the motion. Motion carries.

- k. **Emergency Action Item added by BOD.** VP Simonick made a motion to authorize an expenditure not to exceed \$5K for the repair or replacement of the generator located at the Administration building. The funds will be taken from the Capital Improvement Plan. Director Reams seconds the motion.

1. Michelini AYE
2. Simonick AYE
3. Harkness AYE
4. Reams AYE
5. Miller AYE

Expenditure is authorized.

9. DISCUSSION ITEMS

- a. Discussion - Modification to District Bylaws – Conflict of Interest
 - i. President Michelini reviewed the staff report. There was much discussion amongst the board members. President Michelini will send this item to the District's legal counsel for advice. This item is to be placed as a discussion again on the October agenda.

10. REPORTS

- a. Finance Committee
 - i. None
- b. Labor Relations Committee
 - i. None
- c. Long Range Plan Committee
 - i. None
- d. Director's Reports
 - i. None

11. NON-AFFILIATED ORGANIZATION REPORTS

- a. Foresthill Volunteer Firefighters Association
 - i. No report
- b. Foresthill/Iowa Hill FSC
 - i. No report.

12. CORRESPONDENCE

- a. Letter from VFW Post 11294 re: Request to fly National POW/MIA flag at each fire station.
 - i. The Board is not opposed to this request. Captain Jelle has volunteered to make sure that the existing flag poles at the fire stations are long enough to hold all the flags. Bring back as an action item in October if staff report is favorable.
- b. Letter from Placer County Fire Services Sustainability Task Force re: Restart and reorganization of our cooperative efforts to seek funding from Placer County.
 - i. President Michelini made it clear that FHF's participation on this committee is not to consider any consolidation opportunities with other districts, but to look at alternate sources of funding that may be available from Placer County or elsewhere. Further, President Michelini thinks that the LRP committee should represent the district at the meetings.
 - ii. Director Reams stated that since he has been on the committee since its inception, he would like to be considered for one of the positions.
 - iii. President Michelini instructed staff to bring item back as an action item in October.

13. OLD BUSINESS

14. ADJOURNMENT

- a. President Michelini adjourned the meeting at 9:10 p.m.

Respectfully Submitted:



Patrice Metz, Board Secretary