



## **BOARD OF DIRECTORS**

### **Foresthill Fire Protection District**

**P.O. Box 1099 Foresthill, CA 95631**  
**Office: (530) 367-2465 Fax: (530) 367-3498**  
[www.foresthillfire.org](http://www.foresthillfire.org)

**DISTRICT BOARD**  
**JOHN MICHELINI**  
**PRESIDENT**  
**TROY SIMONICK**  
**VICE PRESIDENT**  
**TYLER HARKNESS**  
**DIRECTOR**  
**CHRIS REAMS**  
**DIRECTOR**  
**RAY MILLER**  
**DIRECTOR**  
  
**MICHAEL RIDLEY**  
**FIRE CHIEF**

Foresthill Fire Protection District  
Minutes of Regular Board of Directors Meeting  
Thursday, September 10, 2020  
Meeting held via Zoom Teleconference  
District Administration Office  
24320 Main St.  
Foresthill, CA 95631

- 1. CALL MEETING TO ORDER**
  - President Michelini called the meeting to order at 6:06 p.m.
- 2. FLAG SALUTE**
  - No salute due to zoom constraints
- 3. ROLL CALL**
  - At meeting start President Michelini, Director Miller. Director Reams joined 6:09pm, Director Harkness at 6:20pm and Vice President Simonick at 6:45pm
  - Chief Ridley, Chief Whitt and Chief Matchum were present.
- 4. AGENDA APPROVAL**

Director Miller moved to approve the agenda, second by Director Reams. Roll call vote. Motion carries 3/3, with 2 absent.
- 5. PUBLIC COMMENT**

None
- 6. CONSENT ITEMS**
  - a. Director Miller moves to approve the minutes of the August 13 Regular Board Meeting and approval of FM 2 Financial Reports, second by Director Reams. Roll call vote, carries 3/3 with 2 absent.
- 7. FIRE CHIEF'S OPERATIONS REPORT**

#### **Calls for August 2020**

**Total: 52**

Total to Date: **529**    2019: **348**

Breakdown:

Chimney Fires: 0	Structure Fires: 1	Vegetation Fires: 3	Vehicle Fire: 0
Medical Aids: 32	Public Assist: 4	Smoke Investigation: 0	False Alarms: 0
Hazardous Leaks: 1	Hazardous Lines: 1	Vehicle Accidents: 1	Burn Pile: 0
Smoke Detector: 0	Strike Team/Mutual Aid: 8		Other: 1
Medical Transports this month: 24	Total transports for the year: 206 (2019 = 154)		

EMS is 66% of our call volume

#### **District Information**

- Chief Ridley attended numerous Zoom meetings (WPCFCA, vendors, etc.)
- Chief Ridley and Chief Gow had a meeting at FFPD Administration to discuss many different issues with regard to Foresthill, Placer Hills, and New Castle Fire. Have agreed to pursue joint training and a possible Joint Operational Agreement (JOA) for staffing issues.
- The Senior Management team met to discuss District Operational issues.

- Low power AM radio components have been ordered.
- Received and placed several orders of supplies for the COVID-19 response.
- The Foresthill PUD requests have been addressed. They have all three Chief Officer's emails and a Hydrant Inspection Form.
- Foresthill telephone outage. Nothing official has been brought to my attention.
- ISO Report still in their office with zero movement.
- Hired 4 Part Time Fire Fighter Paramedics. Three have finished initial training. Background checks, Live Scan, and Physicals are underway. Could be online as soon as September 15<sup>th</sup>.
- One significant call of interest. August 17<sup>th</sup> at 3:20 pm. Vegetation Fire on Foresthill Road, West of Monte Verde Estates. 2.2 acres. Stopped by aggressive fire attack on the ground with hose lays and a dozer. Resources were limited do to the fact that there were numerous other fires burning and the Jones Fire was aggressively burning in Grass Valley and Nevada City. 5 Engines, 3 Water Tenders, 1 Medic, 1 Dozer, 1 Hand Crew. No fire air assets were available. CHP H24 was there for the initial part of the fire. Incident Commander was CalFire, supported by numerous other Chiefs and Staff Officers including Chief Matcham and Chief Ridley. Fire was checked by our crews for several days. Hose lays were removed on the 22<sup>nd</sup>. Responding Agencies: CalFire, United State Forest Service, Colfax Fire, Placer Hills Fire, South Placer Fire, Placer County Sheriff, California Highway Patrol, California State Parks. Newcastle FPD covered our District. Cause: Under Investigation.
- Received a California Fire Foundation (California Professional Firefighters) grant of \$15,000.00 for the Foresthill Emergency Evacuation Radio Project.
- Did not receive the Factory Mutual Grant for the First Due Software in the amount of \$5,000.
- We joined with CalFire/Placer County Fire Department in the "Red Flag" Warning program. Receiving flags and public information media free of charge.
- Pursuing with our Long-Distance carrier, the charging of telephone lines that have been disconnected. Two on June 2015 and one on June 2018.

#### **Facilities**

- Station 90 will be getting a dishwasher replacement.
- Station 89 Sign is still in my position for refinishing project. 75% completed.

#### **Apparatus**

- **E90**, Monitor, warranty issues, and the Train-the-Trainer Program continue to be an issue.
- **Engine 88** has an issue with the FoamPro Control Panel. Working on the issue. Currently getting costs.
- **Medic 90 (Remount)** has been picked up. Unit has some issues to be addressed before going into service. Currently at Ford in Auburn. Working on warranty issues.
- Have been set to be on Strike Team coverage for North Plumas fire starting Sunday in association with Auburn Fire.

## **Lexipol**

- Process is currently in a holding pattern. Placer Hills/Newcastle would like to continue the process. Just not in the same manner.

## **August 2020 Activities Per Chief Matcham**

- Data entry and building of forms into Emergency Reporting Systems
  - Inspections are now being completed through ERS
  - Continue to work toward CAD integration with Placer County
  - Personnel entered
  - Apparatus entered
- Departmental staff meeting 8/14/20
- Portofino Incident
- Portofino Incident After Action Review

## **Community Risk Reduction**

- RSG! monthly update/coordination teleconference
- Meeting with stakeholders from Placer County, VFW, Memorial hall to cooperate in the RSG! Demonstration Day and to gain an area behind Memorial Hall for the demonstration area
- 1 Minor use permit review
  - Plan review
  - Submittal meeting with stakeholders
- 8 Hazardous Vegetation Inspections
- 6 Hazardous vegetation re-inspections
- 1 state mandated inspection of educational facility (FDS School) (\$125.00)
- 2 DEVFEE inspections (\$1,924.48)

## **EMS**

- SSV EMS Quarterly CQI Audit
  - 20 random PCR's for full CQI audit
- Cardiac related PCR's reviewed
  - 1 cardiac arrest with ROSC – transported by CHP with FF onboard
  - Lucas device for CPR is on the Ambulance and in service. Have not used it on an incident yet. All ambulances have the power loaders installed in them per Stryker.

## **Training Report per Chief Whitt**

Total Hours:

- 219 for the month – some still not being recorded, additional 30 hours or so

Annual Training Plan is being used on all three shifts

Last month's training was the life line, 20 ft extension ladder, EMS. A-shift came up and pushed hard to get the 1min. 30sec. standard, Congratulations to them for getting that done.

EMS training included the Power load and Lucas device training.

Able to train the 3 new part time members and determine their skill level. Chief Matcham came and helped with the medical side of the training.

Mass de-con single engine training for this next month. Spray down. Live line and single room salvage. Truck function with engine function to review chimney fires training. Doing early seasonal training.

Squeeze in water awareness training this month with nationally known swift water rescue instructor from Sac City Fire.

Officer training this month will be Command and Control for Haz mat control. Train the trainer water tender operations to present to staff.

Process of hose inventory and numbering and arrange for hose testing. Hose lays for Type 3 engines. Securing SBCA bottles in better location.

### **Emergency Management per Coordinator Dong**

Received a \$15,000 grant from Cal Fire Foundation earmarked for the emergency radio project.

Did not received the \$ 5000.00 grant for the software for fire pre-planning.

Leveraged another grant where the software would be a part of that program.

Waiting to hear about 3 grants from FEMA,

1) Turnouts, 2) Type 3, 3) Fire Prevention grant that includes us a chance to offer free chipping programs to residents and would include the software.

Outstanding through Placer County OES, the PGE resiliency Grant, we applied for \$40,000 to help offset and expand our FH emergency radio program

Thanks to the chief officers and President Michelini for starting up the DOC with the Fork fire.

September is National Preparedness month. Staff has been pushing messages to the public about being prepared and to sign up for Placer Alerts and other media for up to date messages.

Regarding one of our Covid 19 supplemental grant, we have received the Curis system and are working on getting the staff trained.

Chief Ridley reported we know have a large locked cabinet to hold our surplus of Covid supplies. As asked for supplies from Placer County and waiting for response from them.

Chief Ridley had activated the DOV for the PSPS Monday night and that rolled into the Fork fire alert at the same time.

President Michelini gave update on the media outlets and contacts we had during the fire and PSPS.

Statistics on our social media, first day of fire, our posts reached 22,100 different devices. We had 12,700 people comment or leave response to our posts. 464 people followed us on Facebook. As the fire sense of urgency went down, Wednesday reached an additional 14,000 screens. In 2 days reached 37,000 different people. We will continue to post updates. Community feedback has been tremendous. DOC functioned as expected, identified need for more community volunteers to help staff during emergencies.

Did get a letter of support from Supervisor Gustafson for our emergency radio program toward the resiliency grant money the county has.

Staff was added during the event and everyone was thanked for their support.

Per Director Reams, station 90 update, plans are at Placer County Planning, hard to say when they will get them done, approx. month. Contractor is staying on this to get it done

Conversation had about the SBCA surplus getting out and how to dispose of them, Bottles and backpacks are usually donated updated equipment to underfunded or supplied fire departments in Mexico.

#### **8. ACTION ITEMS**

- a. Approve Final 2020/2021 Budget Package. Discussion of the budget as laid out by President Michelini. A few changes made from the preliminary budget from June. Some adjustments made to the revenue values from the Cnty. Went over the funds we received since prelim budget and donations. Money going out from non-encumbered funds goes toward some uniforms, overtime staffing, new project of emergency telephone boxes outside Station 88, Station 90, and Admin building. Increased revenues by \$163,168 and increased expenses to \$163,167.57. Motion made to approve budget 2020/2021 by Director Reams to accept as written, second by Director Miller. Roll call vote, motion passes 5/5.
- b. Adopt Resolution No. 2020-08, *Approving the acceptance of the Foresthill Emergency Advisory Radio Project grant for \$15,000.00, granted on August 24, 2020 under the California Fire Foundation Program of the California Professional Firefighters*. Director Miller made a motion to accept the \$ 15,000.00 grant and earmark the funds for the Radio System project, second by Vice President Simonick. Roll call vote, passes 5/5.

#### **9. DISCUSSION ITEMS**

- a. None.

#### **10. REPORTS**

- a. Finance Committee
  - i. Did not meet
- b. Labor Negotiations Committee
  - i. Staffing agreement regarding part-timers with mandatory call back clause. Letting the part timers work down in rank to avoid a mandatory call back. Waiting for some language from staff to accept the document by next meeting.
- c. Long Range Plan Committee
  - i. Did not meet
- d. Director's Reports
  - i. President Michelini was contacted by an employee about health care and what options are available. Chatted with the Unit rep about this. Wants the District develop a labor management team to work on health care plans improvements, researching a new broker and other options for health care. Thinking of a board member to work with firefighter selected by Labor and Business Manager.
  - ii. Director Reams reminded us trees are done at Admin, but still trying to contact the County about Station 89.
  - iii. The building turn over has to go through certain channels before being turned over to us.
  - iv. Director Miller has contacted Mountain Enterprises to do the work at the Monte Verde Estates clean up.

#### **11. NON-AFFILIATED ORGANIZATION REPORTS**

- a. Foresthill Volunteer Firefighters Association
  - i. Nothing to report. Board thanked them for their gracious donation of \$10,000 toward the radio system.
- b. Foresthill/Iowa Hill FSC
  - i. Have not met.

**12. CORRESPONDENCE**

- a. None

**13. OLD BUSINESS**

- a. None

**14. CLOSED SESSION**

- a. None

**15. ADJOURNMENT**

- a. President Michelini adjourned the meeting at 7:20pm

Respectfully Submitted:

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Shonne Epperly-Elgin  
Administrative Assistant