



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
MICHAEL RIDLEY
FIRE CHIEF

Foresthill Fire Protection District
Minutes of Regular Board of Directors Meeting
Thursday, October 08, 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 6:00 p.m.

2. FLAG SALUTE

- No salute due to zoom constraints

3. ROLL CALL

- All Board members were present.
- Chief Ridley, Chief Whitt and Chief Matchum were present.

4. AGENDA APPROVAL

Vice President Simonick moved to approve the agenda, second by Director Harkness. Roll call vote, motion carries 5/5

5. PUBLIC COMMENT

None

6. CONSENT ITEMS

- a. Director Harkness moves to approve the minutes of the September 10th Regular Board Meeting and approval of FM 3 Financial Reports, second by Director Reams. Roll call vote, motion carries 5/5.

7. FIRE CHIEF'S OPERATIONS REPORT

Calls for September 2020

Total: 44

Total to Date: 573 2019: 402

Breakdown:

Chimney Fires: 0 Structure Fires: 0 Vegetation Fires: 0 Vehicle Fire: 0

Medical Aids: 27 Public Assist: 2 Smoke Investigation: 3 False Alarms: 2

Hazardous Leaks: 1 Hazardous Lines: 2 Vehicle Accidents: 0 Burn Pile: 0

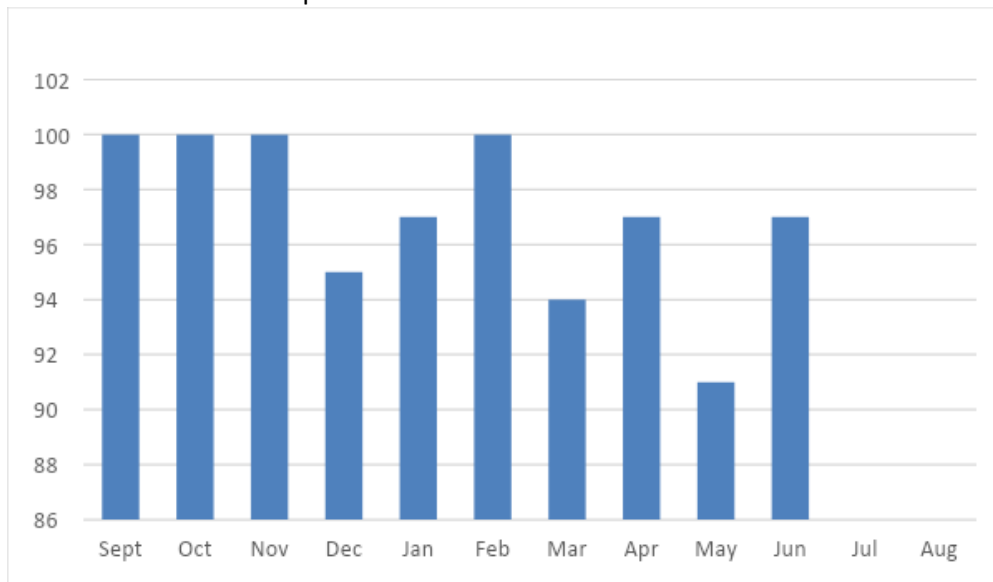
Smoke Detector: 1 Strike Team/Mutual Aid: 4 Other: 2

Medical Transports this month: 18 Total transports for the year: 224 (2019 = 177)

EMS is 59.2% of our call volume

District Information

- Chief Ridley attended several Zoom meetings (Townhall, etc.)
- The Senior Management team met to discussion District Operational issues.
- Held an All Hands “Zoom” Non-Mandatory Informational meeting. Nine attendees.
- Received a visit IAFC Ready, Set, Go grant staff.
- Received and placed several orders of supplies for the COVID-19 response.
- Foresthill telephone outage. Nothing official has been brought to my attention.
- DOC has telephones in it.
- Station and Administration have received the Emergency Telephones.
- ISO Report is here. Staff Report for the Board.
- PSPS – No issues were reported. Also, a “Red Flag Warning” event occurred at the same time.
- Brush 88 participated with Strike Team XPL4130C – Glass Fire 9/24 – (Reams, Dilly, and Wicklund).
- Pursued our Long-Distance carrier, the charging of telephone lines that have been disconnected. Two on June 2015 and one on June 2018.
- Received two donations. One was an In-kind donation of services for \$850.00 from Wright Heating and Air Conditioning for Aluminum ID Placard Holders. The second one was for proceeds of sales from Heidi Matcham and Z’s for a total of \$25.00. Thank you letters were sent out.
- EMS Response Times – Average: 97.1%
 - See attached maps for zones



Facilities

- Station 90 got a dishwasher replacement.
- Station 89 Sign has been completed.

Apparatus

- **E90**, Monitor, warranty issues, and the Train-the-Trainer Program continue to be an issue.
- **Engine 88** had an issue with the FoamPro Control Panel. Replaced unit.
- **Medic 90 (Remount)** has been picked up. Unit issues been addressed.
- **Brush 90** had the same throttle issue reoccur while on a second Strike Team assignment. Additional wiring harness replaced (International Recommendation)

Lexipol

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

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September 2020 Activities per Chief Matcham

- Data entry and building of forms into Emergency Reporting Systems
- Departmental staff meeting 9/24/20
- 2 days meeting with Ready, Set, Go! Grant delegation. Lot of information shared and they got be very familiar with our District. Provided us with some educational materials specifically for Foresthill.

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
- 2 Residential Sprinkler system final inspections
- 2 WUI/Defensible space final inspections
- 5 Hazardous Vegetation Inspections
- 8 Hazardous vegetation re-inspections
- 3 LPG inspections
- 2 DEVFEE inspections (\$1,924.48)

EMS

- Intro and protocol review with new PT staff. Review protocols and protocol testing.
- QI of traumas and reviews of AMA's

Training Report per Chief Whitt

Total Hours:

- 160 for the month of September, hours down due to staff out on Strike teams. – some still not being recorded, additional hours for the Staff on Strike team assignments.

Sept month was Mass Decon, great video from Captain Jelle showing 2 engines with ladder across to set up a decon shower.

Lifeline was for individual performance standings

Ems was patient assessments.

October plan is to work on forward and rural lays in preparation of the move from wildland fire season to structural fire season. Rural lays is split lay in driveway up and then other lay is up to structure. Tried to get water training done but need to wait until after strike team deployments and trainer deployments.

Received the part timers getting signed off. 3 critical calls that showed we have good level of operations on calls.

Next few months plan on focusing in on making sure that the ISO training hours are recorded correctly and make sure we meeting and exceeding the hours needed.

Emergency Management per Chief Ridley

Coordinator Dong was unable to attend the meeting. Chief Ridley mentioned we have approx. 6 or 7 grants in the works. We did not receive the Firehouse subs grant, so we will have to purchase some aed batteries.

Continued Chief's report from Chief Ridley

We do have one part time employee that has been signed off. Another is close and 2 waiting SSB verification. Firefighter Gibson is in final stages of his upgrade from Firefighter/EMT to Firefighter/Paramedic under guidance of Captain Jelle. Want to have this done by end of October.

Opening the office to 5 days a week. 2 weeks to get the schedule set. To facilitate plans being dropped off and handling day to day in office. Need to set up proper precautions.

Moving things out of Station 90 in preparation of the Station 90 repairs. November should have a report of the surplus equipment and what we want to do with it. Clean out of Station 89 before the bad weather hits.

Director Harkness had question on status of our phones. We do not have the ability to change the recording on our current system. We had gotten a quote from Sebastian for a new phones system but it was over budget so it was cut.

President Michelini showed a picture of our new emergency phone boxes for Station 88, 90 and the Admin building. One push button to be put through directly to dispatch.

8. ACTION ITEMS

- a. Adopt Resolution No. 2020-08 -2020/2021 Appropriation Limit (Gann Limit). This is a document we get form the county every year to show if we go over or under our GANN limit. Last year we were under by \$ 149,821.00. Our limit this year is \$ 1,854,000.00. The Gann limit goes back to 1988 which monitors our total taxes, they now including parcel taxes. President Michelini went over the pages showing how the county came to the numbers and we are below our limit for this year. Explained what happens if we go above. Motion made by Director Reams to adopt the resolution, second by Director Miller. Roll call vote, motion carries 5/5.
- b. Approval of 3-year contract with Robert W Johnson for our annual financial audit. Discussion was had that this was missed during the last meeting and now needs to be done. Director Harkness expressed concern about using the same company for every audit per the State Controller's office. He will get a copy of that to the board. Motion made by Director Reams to approve the 3-year contract, second by Vice President Simonick. Roll call vote, motion carries 5/5.
- c. Adopt Policy No. 03-024-EMPLOYEE BADGE RETENTION UPON SEPARATION. There previously was nothing in writing so this is to give guidance and policy to follow. President Michelini read over the details in the policy. Motion by Vice President

Simonick to adopt the policy, second by Director Reams. Roll call vote, motion carries 5/5.

- d. Receipt of ISO Report, Chief Ridley would like to pursue the reversal of the 3/3y to the recent report of 4/4y. Chief went over the report and how it's calculated. They are not implementing the change at this time but asked us to send letter within 30 days of letter of our intent to correct/change our points. If changes not made by October of 2021, they will implement 4/4y change. He also sent an email with our intent and asked for some clarification. Biggest areas are training and documentation of that as well as water section of the report. We are 4 points away from changing and will work with PUD to look into that portion. Motion made by Director Miller to accept the 2019 ISO report and approve the Fire Chief to pursue the reversal, second by Vice President Simonick. Roll call vote, motion carries 5/5.

9. DISCUSSION ITEMS

- a. Department Operations Center (DOC) Evaluation. Discussion on information by Rich Hercules on how the DOC ran during the September PSPS and subsequent Fork Fire action. Chief explained how the DOC ran during those events. Asked directors to come by and Rich Hercules to observe what we could improve upon. Recommendations:
 - i. Scanner purchase. This is currently not in the budget so funds would need to come from somewhere else.
 - ii. Landlines and telephones, training with Sebastian. This is how to set the phones up and how quickly it could be done. Internet service worked, streamed tv, online data systems.
 - iii. Backup batteries. Power sag every time the Air Conditioner came on and it would drop the towers and monitors. Purchase and install small back up batteries and greater capacity for the towers. These would be approx. \$115-130.00 and not currently in the budget. Funds would have to come from somewhere else.
 - iv. A/C compressors, soft start device. Approx. \$250.00-300.00, this is a not in the budget at this time.
- b. Director Harkness asked about the fire sirens to be used for the PSPS. We are hoping the radio station will be able to handle this. Our social media sites and posts by President Michelini on them were helping during the events. The siren system was not very accurate and would go off at all times spooking the community. It also doesn't tell anyone what they need to do.

10. REPORTS

- a. Finance Committee
 - i. Did not meet, to be scheduled for later this month.
- b. Labor Negotiations Committee
 - i. Staffing model was set to go and one item added. Future for a living document and give to Board to add one item at a time and work it out with Labor.
- c. Long Range Plan Committee
 - i. Dd not meet
- d. Director's Reports
 - i. Vice President Simonick gave a shout out to the Silverleaf Fire wise group and the job they are doing.
 - ii. Director Reams said November 01, the work will start on the Station 90 repairs. The Placer County Parks division will out the trees at Station 89. Pavement in

front of Station 90 was supposed to be done this year but nothing has been done yet. He will check into it with the County.

- iii. Miller has checked with about the cleanup at the Monte Verde Estates. Their company has been busy with the fires going on so haven't been able to do the work yet. He will keep on them.
- iv. Update on Fork Fire, 65%. Forest Service has management of the fire. This is now a "season ending" fire. Weather will put it out.

11. NON-AFFILIATED ORGANIZATION REPORTS

- a. Foresthill Volunteer Firefighters Association
 - i. Obtained approval for the association to safely pass out Halloween candy. Ordered small bags to be filled and wearing masks and gloves will hand out candy.
- 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. Prior to adjournment President Michelini asked everyone to take a moment to keep our thoughts for the family of Firefighter/Paramedic Jason Cortez from the San Francisco Fire Department that passed away during a training incident.
- b. Meeting adjourned at 7:44pm.

Respectfully Submitted:

Shonne Epperly-Elgin
Administrative Assistant