



Foresthill Fire Protection District

P.O. Box 1099 Foresthill, CA 95631

Office: (530) 367-2465 Fax: (530) 367-3498

www.foresthillfire.org

DISTRICT BOARD
CHRIS REAMS
PRESIDENT
KEVIN GREENE
VICE PRESIDENT
WALTER REED
DIRECTOR
RICHARD ARTHUR
DIRECTOR
TYLER HARKNESS
DIRECTOR

Minutes of **Regular** Board of Directors Meeting

Thursday, March 9, 2017

Foresthill Fire Protection District Administration Office

24320 Main St.

Foresthill, CA 95631

<https://vimeo.com/208413141>

President Chris Reams called the meeting to order at 6:01 p.m.

Directors in Attendance: Chris Reams, Richard Arthur, Kevin Greene (came in after Pledge of Allegiance), Walt Reed and Tyler Harkness.

Directors Absent: None

Staff in Attendance: Chief Gow, Captain Johnson and Secretary Metz.

Approval of Agenda:

Chief Gow requested to make the following changes to the agenda:

- Remove Action Item #1. Both policies are still incomplete.
- Remove Action Item #3 (a), (e) and (f). These were placed on the agenda in error.

VP Greene made a motion to approve the agenda as revised. Director Reed seconds the motion.

Motion carries.

Approval of previous Meeting Minutes:

Director Reed made a motion to accept the minutes of the February 9th Regular Meeting and the February 17th Finance Committee Meeting. VP Greene seconds the motion.

Motion carries.

Approval of Expenses:

Director Reed made a motion to accept the February Financial Report as presented.

Director Arthur seconds the motion.

Motion carries.

Fire Chief Operations Report:

Chief Gow reported the following items:

- We responded to several storm related calls during February.
 - Ambulance billing is completely caught up.
 - EMS responsibilities being handled by all
 - Placer Hills Fire Chief Recruitment process has yielded a number of applicants..
 - Chief Gow distributed the updated written report from Darren McIntyre regarding the condition of the FFPD fleet. Copies were made available to public at this time.
- ❖ Director Harkness asked what the status of SSVEMS reporting is.
- Captain Johnson reported that He, Captain Bowers and Lieutenant Jelle had met with Kristi from SSV that day. She taught them how to do the required monthly reporting. Reports are up to date through February.

Action Items:

1. Cut from agenda.
2. Create Ad Hoc Committee for Long Range Planning.
 - a. After general discussion, VP Greene, Director Harkness, Labor Representative Lieutenant Jelle and Chief Gow will sit on the committee.
3. Mid-Term Budget Adjustment Requests.
 - a. Cut from agenda.
 - b. Radio Equipment
 - i. See staff report submitted by Captain Reams (ATTACHMENT 1).
 - c. Not discussed.
 - d. Roof Repair x 2 (FS 88, Porter Garage)
 - i. Captain Johnson reported that he is having difficulty finding a contractor to come and look at the rooves. One has indicated they can come in April.
 - ii. Chief Gow reported that they will keep trying to find someone before April.
 - iii. Director Arthur asked if the roof leaks could have been caused by the recent inclement weather.
 - Chief Gow, Captain Johnson and Lieutenant Cline all indicated that they don't believe this to be the case.
 - Chief Gow said that Secretary Metz will check with the insurance company anyway.

- iv. VP Greene made a motion to approve expenditures out of restricted AB 1600 monies to fund the new radios and to repair the rooves on FS 88 and the Porter Garage. Director Reed seconds the motion.

Motion carries.

- e. Cut from agenda.
- f. Cut from agenda.

Discussion Items:

1. Revision to 2-006 Controlled Substance and Restock Policy.
 - a. Chief Gow stated that the policy has been re-written and discusses what we do in practice. The biggest change is how unused drugs are wasted.
 - b. The Board gave Chief a few changes to make and directed Chief Gow to have the item agendized as an action for the April meeting.
2. Revision to 4-013, Administrative Captain Job Description.
 - a. President Reams and VP Greene would like to meet with Chief before the next Board meeting to work on the job description.
3. Create Strategic Plan; Offer to John Michelini (work with Fire Chief). Cost: \$100.00.
 - a. Board directed Chief Gow to place on the April meeting agenda as an action item.
4. Placer County Funding Update
 - a. Chief Gow reported that the study results have been received from SCI. Foresthill received 66.4% overall support. 66.7% is needed for a measure to pass.
 - b. President Reams directed the Secretary to set up a Special Board meeting in order to vote on holding a special election on July 17, 2017. The special meeting will be Thursday, March 23rd at 6:00 p.m.
5. Director Harkness; Share Information Learned in LAFCO Municipal Services Review.
 - a. Director Harkness reported that the LAFCO MSR talked about Proposition 172 funds. It states that seven other counties share 172 funds with their fire service. Placer County will not share with their local fire districts.
 - b. Director Harkness stated that a *Reference* copy of the study should be available for review in the Admin. Office.
 - c. The ultimate conclusion of the MSR is that almost every fire district in Placer County needs to consolidate in order to be successful.

d. Chief Gow reported that he is going to meet Sheriff Bell next month.

Reports:

1. Finance Committee (Reams/Greene)
 - a. No report
2. Firefighter's Association:
 - a. Bowers is in charge of the annual Boot Drive rescheduled for 3/18 and 3/19.
 - b. Cline is in charge of the annual Easter festivities.
 - c. The Garage Sale kickoff meeting is 3/23, 4:00 p.m. at the Admin. Office.
3. See attached report (ATTACHMENT 2)
4. Foresthill & Iowa Hill Fire Safe Council Report:
 - a. No report.
5. Director's Reports:
 - a. President Reams asked Director Reed how the BOR funding project was coming along. Director Reed reported that it is in process.

Correspondence:

- Unsigned letter regarding second survey.
 - VP Greene stated that the Board should not acknowledge or otherwise discuss the letter because it is not signed.

Old Business:

- None

Public Comment:

- None

Meeting adjourned at 6:50 p.m.

SPECIAL MEETING: THURSDAY, MARCH 23, 2017 6:00 P.M.

NEXT REGULAR MEETING: THURSDAY, APRIL 13, 2017 6:00 P.M.

Respectfully Submitted:



Patrice Metz, Board Secretary

3/9/2017

ACTION ITEM #3 (b)



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ATTACHMENT #1

DISTRICT BOARD
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Staff Report

To: Fire Chief Ian Gow

From: Captain Eric Reams

Date: February 17, 2017

Subject: Allocate additional funds outside budget line item 72555-137 Radio Equipment and Repair, budget year 2016-2017.

TASK

Allocate \$11,000 outside budget line item 72555-137 Radio Equipment and Repair, to add to our radio stock and allow for independent programming. This will increase District effectiveness and Firefighter safety. \$11,000 will provide for three new industry standard Bendix King Commander KNG radios with associated accessories, chargers for apparatus and stations, and programming software and equipment.

PURPOSE

Currently our mostly Kenwood brand radios are now not supported by Incident Management Teams at both the State and Federal level as indicated at purchase. These radios are incapable of accepting cloned frequencies. These frequencies are both Tactical and Command frequencies and are critical to achieving incident stability and Firefighter safety. Without being able to use these frequencies Firefighters will miss life critical radio traffic such as shelter deployments, incoming aircraft drops, or changes in fire behavior and conditions. Currently only our Captains have clone-able industry standard Bendix King Radios provided by a grant to the Western Placer County Fire Chiefs Association (3 radios total). This system requires the Fire Captain to relay frequent and Critical messages correctly to other Firefighters that are not always within direct contact. Through our risk management process we have determined this process unacceptable and must be mitigated before the next fire season.

Additionally we don't not have the capability to program our Bendix King Radios with critical annual updates or correct changes created by Incident Management Teams. Foresthill Fire Protection District should be able to make these minor changes to our equipment without relying on paying outside organizations to manage our radios. This self-sufficiency allows Foresthill to be more effective, better prepared to manage larger incidents, provide for Firefighter safety, and may represent cost savings in labor.

ATTACHMENT #1

ENDSTATE

With this funding we can purchase three new Bendix King Commander KNG Radios and associated equipment (lapel mics, batteries, clam shells) for a total of six sets. Each of our three Fire Captains will have one issued and the other three will be staged for use by Firefighters on Strike Teams. Additionally we will have a single place to charge the radios at Station 88 and Station 90 and two chargers in each of our Type 1 and Type 3 engines. We can also purchase programming software and a programming cable to maintain our own equipment. Our last requirement is for three cloning cables that share a radios command group with another radio streamlining the general and field programming process. These cloning cables should stay inside our District's out of county brief cases.

Although this is a great step in lowering our risk to Firefighters and improving the Districts operations, staff recommends a moderated replacement of our current radio stock. Three radios per budget year costing approximately \$2500 each should represent a cost reasonable change rate to our current radio stock.

Eric Reams

Eric Reams
A Shift Captain

ATTACHMENT #2

FORESTHILL FIRE DISTRICT CALL BREAKDOWN 2017

2017	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	%
Animal Rescue	1	0											1	1.1%
Structure Fire	0	0											0	0.0%
Chimney Fire	2	0											2	2.2%
Cooking Fire	0	0											0	0.0%
Vehicle Fire	0	0											0	0.0%
Vegetation Fire	0	0											0	0.0%
Burn Pile/trash/dumpster	0	0											0	0.0%
Mutual/Auto Aid/Strike	0	0											0	0.0%
Medical Aid	38	26											64	69.6%
Transports	23	21											44	60.5%
Vehicle Accidents	1	0											1	1.1%
Hazardous Leak/explosion	1	1											2	2.2%
Hazardous Lines/Electrical	4	2											6	6.5%
Public Assist	6	2											8	8.7%
Smoke/Unauthorized burn	0	0											0	0.0%
Hasty Search	0	0											0	0.0%
False Alarm	6	0											6	6.5%
Smoke detector no fire	0	0											0	0.0%
Severe Weather	0	0											0	0.0%
Other - Citizen Complaint	1	1											2	2.2%
Totals	60	32	0	0	0	0	0	0	0	0	0	0	92	