



BOARD OF DIRECTORS

Foresthill Fire Protection District

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

Foresthill Fire Protection District
Minutes of Regular Board of Directors Meeting
Thursday, June 10, 2021
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.
- Announced there would be a closed session in this meeting

2. FLAG SALUTE

- No salute due to zoom constraints

3. ROLL CALL

- President Michelini, Vice President Reams, Director Miller, Director Harkness and Director Simonick were present.
- Chief Ridley and Chief Matcham were present.

4. AGENDA APPROVAL

Director Simonick moved to approve the amended agenda with Item 6c being moved to an action item and Action Items 8b, c & d moved to after the Closed session, second by Director Miller, roll call vote, approved 5/0.

5. PUBLIC COMMENT

None

6. CONSENT ITEMS

- a. Director Miller moved to approve minutes from May13, 2021 Regular board meeting and June 03 Long Range Planning Committee Meeting and approval of FM 11 Financial reports and item 6 C being moved as an action item., second by Director Simonick, roll call vote, approved 5/0.

7. FIRE CHIEF'S OPERATIONS REPORT

Calls for May 2021

Total: 57

Total to Date: **265** 2020: 341

Breakdown:

See report attachments:

Medical Transports this month: 26

Total transports for the year: 86 (2020 = 122)

District Information

- Chief Ridley attended numerous Zoom meetings (Finance Committee, Western Placer County Fire Chiefs)
- Chief Ridley and Chief Matcham met to discuss District Operational issues.
- Meeting CalFire, PCSO, and USFS on Responses in to the Tahoe National Forest and SRA)
- Defensible Space Demonstration Day.
- Staff Preliminary budget meetings.
- OES Regional Meeting

- Tour of the Fire Access Roads with Chief Rufenacht.
- Completed draft three of the Local Hazard Mitigation Plan (LMPH).
- Two Community Wildfire Protection Program (CWPP) meetings.
- Inter-Agency Incident Command training.
- Meeting with Chief Gow on JOA.
- Annual Board Goals Workshop.
- PGE Community Safety Meeting.
- FASIS Audit
- Placer OES Operational meeting.
- FF/PM interview with shift personnel and Chief Matcham.
- Mandatory Staff meeting.

COVID-19

- Cases 239.
- Rate is 374.2/10,000
- COVID-19 vaccination Mobile Vaccination program is here today, June 10th at the Memorial Hall 4:30 – 7:00pm.

Facilities

- Laundry room at Station 90 has been completed. B Shift repaired the sheetrock and painted the wall. Washer postponed to be delivered Jul 29th.

Community Risk Reduction Division per Chief Matcham

May 2021 Activities

Administrative

- Multiple FHFPP administrative meetings
- Annual Cooperator meeting
- WPCFCA Meeting
- Long Range Planning Meeting
- Emergency Reporting Systems meeting RE: ROVER app
- Cooperator Meeting regarding back-country responses

Community Risk Reduction

- Demonstration Day Event came off very well. Acknowledged the Boy Scouts, Home Depot, Tuff Shed, Grant's Hardware, Heritage Garden for their donations.
- Placer County CWPP Meeting
- Placer County LHMP Meeting
- Trailhead Estates Firewise Defensible Space Day Presentation with Chief Matcham, Engine 90 and Medic 88
- 1 LPG inspections
- 3 Fire Sprinkler plan review
- 9 Hazardous vegetation inspection
- 1 Assembly Occupancy State Mandated Inspection
- 2 Special Event Permits

- FFPD was unable to staff the required stand-by ambulance – AMR was contracted by event producer for one of the events due to short notice for coverage. 2nd event we were not able to provide staffing.
- 4 New Construction Mitigation fees collected

EMS

- Review of 25% of PCR's and incident reports

Apparatus

- B88
 - Major repairs completed by G&T
 - Currently OOS – Transmission issues

Other

Attended in the *Calm the Chaos* 40-hour Train the Trainer course

Emergency Management

- Nothing to report. Still put in for Type I engine and turnouts and have not heard any response.

CWPP per Jodie Barram from RSG!

- Placer County Sheriff's office will take over some of the GIS mapping and information to keep it in house and local.
- We still have grant money left and will be working with Katie in the wings and available if needed.
- Still working on the Mobile Home Preparedness Guide
- Sergeant Griffiths from PCSO is in the final stages with getting the maps printed and out to the local agencies.

Emergency Alert Radio Project per Rich Hercules

- ALERT RADIO SYSTEM
 - Transmitter "on the air" and stable at licensed power. Good coverage reports
 - Negotiating reduction in radio supplier planned services fees.
 - PGE power line interference study underway
 - Revised messages are programmed with Patrice, the voice of FFPD
 - Streaming Audio is available for live website links
 - Radio system is available for emergency use
 - Full Power Test Plan development with HAM/SAR repeaters underway
 - FCC power waiver pending; but full power available for emergency communications
- POLICIES FOR ALERT USE AND ACTIVATION
 - Public communications outline published 5-19, requires comment from board and command
 - Expansion of message lists, scenarios and context need to be developed by District
 - Need to establish authorizations for other agencies use of radio
 - Coverage is possible for Western States Endurance Run 6/24; Tevis Cup 7/24
 - *If offered, plan for two weeks for message creation and review by all parties before event*
- ADMINISTRATION TOWER (ON HOLD)
 - Bids for footing work have been solicited from four local firms

- One bid received has been received, two outstanding, one declined
- Some materials purchases specific for tower build are on hold, some on hand
- OPERATION TRAINING
 - Developed procedure for emergency operation (*99#); requires command comment
 - Starting the immediate training of system use of officer staff mid-month
 - Technical SOG and equipment documents are under development
- OTHER
 - Revisit Foresthill Road 1020 signage with Placer County Roads and other sources
 - Next projects are 911 phones and tower/DOC
- President Michelini suggested broadcasting community events as part of our weekly streaming message. He suggested we start reaching out to the Chamber of Commerce and local schools to start utilizing it with practical broadcasts as well. Chief Ridley made comments about polices/procedures to be set up with Placer County Sherriff's office to be on same page for using the emergency system. Sergeant Griffiths wanted to make sure that we understand that the Sherrif's department has the authority in case of evacuations. President Michelini let him know that in case of an evacuation event, the PSCO will be in charge and able to transmit from an operations Center. PSCO will be available to attend the training.

Operations/Training per Chief Ridley

- Chief Ridley gave a presentation on the defensible space demonstration site at the Foresthill Forum meeting.
- Made headway on the Station 89 issue with Foresthill PUD water billing. Put in a letter to stop water service there.
- Regarding water billing at Station 88, PUD Hank White has a possible solution to cut the water bill there as well. The MOU is still with the lawyers requesting them to come up with some type of resolutions by next month.
- Training hours were down this month. Chief Whitt did some refresher training for Wildland and some probationary training.

8. ACTION ITEMS

- a. Item 8 sub a. Resolution 2021-05 Receipt of SB 1205 Report per chief Matchum. Required annually reporting to the board the compliance we have for the mandatory State inspections. Director Simonick makes a motion to accept the Resolution, second by Vice President Reams, roll call vote, passes 5/0.
- b. Item 8a. Adopt Resolution No. 2021-03 CPI Adjustment (increase) of 3.8% for Measure M beginning 7/1/2021 brought back from last month. Done every year, fiscal impact would be approx. \$13,291.00 income. Director Miller makes motion to adopt the Resolution, second by Director Harkness, roll call vote, passes 5/0.
- c. Item 8e. Rescind Administrative Policy (AP # 118) dated 7/7/2016 and replace with Standard Operating Guideline (SOG) 410 Strike Team deployment. This will allow the Fire Chief or Assistant Chief to adjust operational issues as needed for Strike Team deployment. Also has to do with payments of wages for Strike team members. Will need to bring this back next month as a temporary employment policy. Director Simonick makes a motion to rescind Administrative Policy 118 and replace with SOG 410, second by Director Miller, roll call vote, passes 5/0.
- d. Item 8f. Approval disposal of the Generac generator previously located at the Admin. office, now at Porter Garage storage. No longer feasible to repair or use the unit. No cost for disposal from a community member. Director Simonick made motion to dispose generator, second by Vice President Reams, roll call vote, passes 5/0.

- e. Item 8g. Approve Fire Staff to further evaluate fire access roads. Chief Ridley went over synopsis of the roads they had inspected and showed report with pictures. Out of the 12 access roads, 4 are not dedicated fire access roads. Director Miller reported that the County would like to meet with us to go over these. Chief Matcham said the one listed on Vinewood Ct. is no longer an access road per a board decision last year. The one on Pinecone court is a private road. Decided this was more informational, no vote required.
- f. Item 8h. Approve disposal of washer and dryer from Station 90 now stored in the Porter Garage. Since they are functioning, they suggest we offer them to a charity group looking at our home district first. Vice President Reams made a motion to repurpose/donate them, second by Director Miller, roll call vote, passes 5/0.
- g. Item 8i. Approve the Long-Range Committee (Miller/Michelini) to represent the district in matters of mergers, consolidation, JOA'S, JPA'S. Suggestion we should have a sub committee to work with our allied partners to see if there's interest in discussions. Director Simonick mentioned that he and Director Miller should continue their meetings. Director Simonick moved to approve, second by Director Miller, roll call vote, passes 5/0.
- h. Item 8j. Board approval to hiring Firefighter/EMT's as part time staff. Since we have lost our FF/Paramedics we have not gotten many applications to fill those spots. This would be for 6 months until brought back to the board at that time. We have opened up the postings as on going and continuous. This is part of a Statewide lack of paramedics. Director Harkness made a motion to approve staffing, second by Vice President Reams, roll call vote, passes 5/0.
- i. Item 8k. Adopt PRELIMINARY 2021/2022 Operating Budget. Business manager Metz said if all holds true, we have balanced budget with slight contribution to the reserves. This includes projected increases to tax revenues, Measure M, B collections, Wittman projection for ambulance revenue. Vice President Reams made motion to approve, second by Director Miller, roll call vote, passes 5/0. Finalizing final budget in September.

9. DISCUSSION ITEMS

- a. Per Chief Ridley discussion for the Fasis Risk Control report. The tri-annual audit was handled over the phone. A few suggestions were made asking for a facilities inspection for documentation, consider a duty related exercise program, asked if we had peer fitness trainers on staff. We have a clean bill of health from them and they won't be back for 3 more years.
- b. Discuss a Porter Garage clean up plan. Director Michelini would like someone to be in charge of doing the organizing and clean up. Director Harkness volunteered to do work on this with Walt Reed to try to get people in there and do some clean up.

10. REPORTS

- a. Finance Committee
 - i. Did not meet
- b. Labor Negotiations Committee
 - i. The EMT hiring issue discussed in the Action items above.
- c. Long Range Plan Committee
 - i. Did meet and presented report earlier in meeting.
- d. Director's Reports
 - i. Director Miller said he had talked to the President of the Eagle Crest Property and they will take it over the parcel and not charge us for any costs incurred.
 - ii. President Michelini said Jun 09 they signed the papers for release the Monte Verde property. Should be soon for the paperwork to be completed.

11. NON-AFFILIATED ORGANIZATION REPORTS

- a. Foresthill Volunteer Firefighters Association
 - i. Nothing to report
- b. Foresthill/Iowa Hill FSC
 - i. Nothing to report

12. CORRESPONDENCE

- a. None

13. OLD BUSINESS

- a. None

14. CLOSED SESSION

- a. Moved to closed session at 7:40pm to discuss Public Employee Performance Evaluation= Title Fire Chief
- b. Labor Negotiations: Unrepresented Employees.
- c. Reconvene open session at 8:19pm.
- d. Action taken on 14a. Board approved Fire Chief evaluation
- e. Action items 8 b ,c d taken as one item. 1 year contract renewal Jul 01,2021 to June 30,2022 with exit provision. Motion made by Director Simonick to approve, second by Director Harkness, roll call vote, passes 5/0.

15. ADJOURNMENT

- a. Meeting adjourned at 8:23pm

Respectfully Submitted:



Shonne Epperly-Elgin
Administrative Assistant