



## *Foresthill Fire Protection District*

*P.O. Box 1099 Foresthill, CA 95631*

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*[www.foreshillfire.org](http://www.foreshillfire.org)*

### **DISTRICT BOARD**

**CHRIS REAMS**

**PRESIDENT**

**KEVIN GREENE**

**VICE PRESIDENT**

**WALTER REED**

**DIRECTOR**

**RICHARD ARTHUR**

**DIRECTOR**

**TYLER HARKNESS**

**DIRECTOR**

**KIRK KUSHEN**

**FIRE CHIEF**

### Minutes of **Regular** Board of Directors Meeting

Thursday, April 12, 2018

Foresthill Fire Protection District Administration Office

24320 Main St.

Foresthill, CA 95631

Video: <https://vimeo.com/264871632>

President Chris Reams called the meeting to order at 6:02 p.m.

**Directors in Attendance:** All Directors were present.

**Directors Absent:** None

**Staff in Attendance:** BC Johnson and Secretary Metz. Chief Kushen was absent due to illness.

**Approval of Agenda:** Director Reed made a motion to approve the agenda as presented. Director Arthur seconds the motion. Motion carries.

#### **Approval of previous Meeting Minutes:**

- Secretary Metz reported that she forgot to prepare Minutes for the Finance Committee meeting on March 13. As only one Board member was present, no recommendations were made.
- Director Arthur made a motion to approve the minutes of the March 8th Regular Meeting. Director Harkness seconds the motion. Motion carries.

#### **Approval of Financial Report:**

- Total expense is at 78.1% with 75% of FY elapsed (through 3/31/18).
- The 3% Budget vs. Actual difference is because of increased Overtime expense and under-budgeted Strike Team revenue (the labor expense has already been paid).
- We will get our 2nd Teeter Installment of property tax in April. (40%)
- Everything else looks good.
- We'll need a Finance Committee meeting soon to begin the budgeting process.
- VP Greene made a motion to approve the March financials as presented. Director Arthur seconds the motion. Motion carries.

#### **Fire Chief Operations Report:**

- BC Johnson Reported the following:
- Significant calls:
  - Structure fire on Baltimore Mine Road. Fire crews were unable to access scene due to life safety hazards – subject shooting at law enforcement, possible explosives. Eventually a fire crew made access and assisted PCSO with cooling down the scene and provided lighting. 7 agencies responded – FHF, PHF, Placer County Fire, Cal Fire, Auburn City, South Placer, and AMR. Newcastle Fire and AMR provided district coverage.

- Vehicle accident - 2 vehicles and major damage. One occupant needed extrication with JAWS. 1 minor injury patient transported.
- 04/11/18 2300 Chimney Fire at residence on Mosquito Ridge Rd. FHF units arrived just prior Station 11. PCSO on scene had assisted homeowner with closing fireplace dampener to smother the fire.
- 04/12/18 0630 Residential structure fire at Baker Ranch MHP. Fire electrical in nature and was confined to furnace. M88 was off the hill on transport. E88 responded with 1 Engineer. Cal Fire assisted.
- AMR was requested about a dozen times to cover the district over past month. Do to their high call volume off the hill, they were only able to accommodate in district coverage a small number of times.
- Prevention:
  - Hazardous vegetation abatement in town off Wizard Way threatening several homes. Owner hasn't been responsive. 30 day notice to abate sent. If owner doesn't comply, County will intervene and clean up property to mitigate the hazard.
- Apparatus:
  - E90 back after age related mechanical and significant plumbing repair – main pipe from tank to pump rotted out.
- Grants:
  - Still waiting for update on regional SCBA grant. \$200,000 to replace outdated SCBAs that were originally acquired with grant in 2003.
  - Vehicle and fire equipment grant rejected by FEMA.
  - Staffing for Adequate Fire and Emergency Response (SAFER) grant is to be submitted this month. For 3 year program to hire 3 FT firefighter/medics - \$559,100 (\$214,321 FHF matching funds required.)
  - Grant application doesn't guarantee award. Very competitive.

**Action Items:**

1. Adopt Revised Policy #3-021, *Workplace Violence Prevention Program*.
  - a. Secretary Metz reported to the Board that an EAP (Employee Assistance Program) will need to be added to the policy, but this can be done after the Board approves it.
  - b. VP Greene made a motion to adopt the policy as presented and to direct the secretary to add the EAP information when it becomes available. Director Reed seconds the motion. Motion carries.
2. Approve Refund of \$258.76 for Assessed Direct Charge on Parcel #256-070-005-000. This Amount was charged in Error for Tax Year 2017/2018.
  - a. Secretary Metz explained that the parcel was charged in error and has been corrected for future year's tax bills.
  - b. Director Arthur made a motion to approve the refund as presented. VP Greene seconds the motion. Motion carries.
3. Adopt Revised Policy #5-007, *Vacation*.
  - i. VP Greene made a motion to table this item until May. Director Reed seconds the motion. Motion carries.

4. Adopt Resolution #2018-02, Requesting Collection of Charges on Tax Roll for Tax Year 2018-2019.
  - a. Secretary Metz stated that this is an annual requirement so that Placer County will collect our direct charge (Measure M) tax with the County tax bills thus allowing us to participate in the "Teeter" program..
  - b. Director Arthur made a motion to adopt Resolution #2018-02 as presented. Director Reed seconds the motion. Resolution adopted by unanimous vote.
5. Adopt Ordinance #2018-01, An Ordinance of the Foresthill Fire Protection District Adopting Permitting Requirements and Fee Schedule for Special Events.
  - a. BC Johnson gave the background pertaining to this issue.
  - b. General discussion between the Board and the audience took place.
  - c. VP Greene made a motion to accept the Ordinance as presented with the caveat that some language changes will be forthcoming. Director Arthur seconds the motion. The Ordinance is adopted by unanimous vote.
6. Consider the Approval of Increased Life Insurance Benefits for all Full Time Employees.
  - a. Secretary Metz stated that since it was open enrollment time for benefits she asked out insurance broker, Cindy Eklund to get a proposal for increased Life Insurance benefits. Currently the District pays for a \$10K death benefit for each full time employee.
  - b. The increased cost to the District to provide a \$50K death benefit and accidental death and dismemberment insurance would be \$1,056.48 annually for 10 employees.
  - c. Director Arthur made a motion to accept Proposal #1 as presented. Director Reed seconds the motion.
    - i. Public comment: Questioned if the Board knows if there is any surplus after the station closure that can finance this. President Reams indicated that the Board does not have enough data at this point to answer that question.
    - ii. After further general discussion, Director Arthur withdrew his motion.
  - d. Director Arthur made a motion to table this item until a later date. Director Reed seconds the motion. Motion carries.

**Discussion Items:**

1. Volunteer Recruitment Status.
  - a. We have received 2 Resident applications.
2. Consider and discuss a general tax measure to generate sustainable revenue in the FFPD.
  - a. President Reams stated that a Special Board Meeting to discuss this issue will be held on Thursday, April 26<sup>th</sup> at 6:00 p.m.

**Reports:**

1. Finance Committee (Reams/Greene)
  - a. None
2. MOU Negotiations (Arthur/Harkness)
  - a. Director Arthur reported that Labor Representative Matt Bowers is supposed to set a meeting for next week or the week after.
3. Long Range Plan Committee
  - a. VP Greene reported that this will be discussed at the 4/26 Special Meeting.
4. Consolidation Process
  - a. President Reams reported that the report will be going before the Board of Supervisors on May 22<sup>nd</sup>.

- b. Retired Chief Gow reported that the County CEO will make a recommendation to the BOS. The BOS will then give direction to the CEO on how to proceed.
5. Current List of Volunteers
  - a. We have 2 candidates for Resident positions.
6. Firefighter's Association
  - a. Association President, Mondo Hernandez reported:
    - I. Easter went well.
    - II. The Garage Sale has started up again. We are having the fence at the garage moved 25' to make room for more donations.
    - III. We have a bid to repair the roof on the Porter Garage of \$5K.
  - b. Captain Bowers reported that this coming weekend will be the "Fill the Boot" Drive benefitting the Firefighter's Burn Institute.
7. Iowa Hill and Foresthill Fire Safe Council
  - a. None
8. Director's Reports
  - a. President Reams wants Director Harkness to stand in front of the camera when he speaks.
    - I. Director Harkness denied the request.

**Correspondence:**

- None

**Old Business:**

- None

**Public Comment:**

- Paula Bertoncin stated that the Friendship Club would like to raffle a quilt. She will work with Patrice to determine if it will be raffled for the FF Association or the Fire District.

Meeting adjourned by President Reams at 7:36 p.m.

**NEXT REGULAR MEETING: THURSDAY, MAY 10, 2018 6:00 P.M.**

Respectfully Submitted:

  
Patrice Metz, Board Secretary