



# **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, May 14, 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 6:14 p.m.
- 2. FLAG SALUTE**
  - No salute due to time constraints
- 3. ROLL CALL**
  - All Directors were present.
  - Chief Ridley, Chief Whitt and Chief Matchum were present.
- 4. AGENDA APPROVAL**

Motion to approve Agenda by Director Miller, Director Harkness seconds the motion. Roll call vote. Motion carries 5/5.
- 5. PUBLIC COMMENT**

None
- 6. REPORT OUT FROM PRIOR CLOSED SESSION**
  - a. Labor Negotiations Committee has a proposal for Non-Rep District manager
  - b. Scheduled an evaluation for Fire Chief to be done in closed session before June Board meeting. Collaborate on written evaluation between the 5 directors and then schedule a meeting with the Fire Chief
  - c. Evaluations on the two Assistant Chiefs has been received
- 7. CONSENT ITEMS**
  - a. Vice President Simonick moves to approve minutes of April 09 regular board meeting with exception of the Finance Committee Meeting with no minutes. Second by Director Miller. Roll call vote, Motion passes 4/5. Director Reams was not on the call at that time.
- 8. FIRE CHIEF'S OPERATIONS REPORT**

### **Calls for April 2020**

Total: 249

Breakdown:

Chimney Fires: 0	Structure Fires: 0	Vegetation Fires: 1	Vehicle Fire: 0
Medical Aids: 37	Public Assist: 2	Smoke Investigation: 2	False Alarms: 2
Hazardous Leaks: 0	Hazardous Lines: 2	Vehicle Accidents: 0	Burn Pile: 4
Smoke Detector: 0	Other: 2		

Medical Transports this month: 23 Total transports for the year: 97

EMS is 62.2% of our call volume

Our Response Times continue to be excellent:

Todd Valley to Baker Ranch: January- 97% February- 100%

Wilderness: January- 100% February- 100%

### **District Information**

- Chief Ridley attended many Zoom meetings.
- Conducted an All hands General Staff meeting via Zoom. Attended by most of the Line Staff
- Chief Ridley attended the Western Placer County Fire Chiefs Meeting via telephone conference.
- Chief Ridley met with Staff and Board members for the Preliminary Budget.
- FF Sett has completed is probational testing. Waiting for final evaluation.
- Wildland Season: USFS was to staff up April 27<sup>th</sup>. Cal Fire is expected to be staffed up May 18<sup>th</sup>. Operational Area meeting held on May 1<sup>st</sup>. Any Fire Camps and large fires will be dealt differently this year. We are waiting for things to be finalized. We are continuing to get prepared.
- In communications with the Foresthill PUD on the Hydrant Agreement.

### **Facilities**

- Chief Ridley, Chief Matcham, and Director Michelini worked on the set up of the Department Operations Center (DOC). Items of need were developed. Many things have been added by donation.
- Station 89 Sign is in my position for refinishing project. The posts are rotten also, and will need to be replaced.

### **Apparatus**

- **Old Medic 88 Unit**, has been placed into service, as Medic 90.
- **Medic 289**, is in reserve at Station 89.
- **E90**, Monitor, warranty issues, and the Train-the-Trainer Program continue to be an issue. Some progress was made.
- **Water Tender 89**, has been responding to numerous calls in the last month, as a result of the Auburn City being Out-Of-Service for the Spring and Summer. We are sending it as a Tactical Water Tender with a staffing of two.

### **Lexipol**

- Six more Policies have been sent to me for approval.

### **Radios and Mobile Data Computers**

- Currently having issues on the installation process with LEAR. Looking for alternatives.

### **FPB Per Chief Matcham**

- (5) Hazardous Vegetation inspection
- (3) Hazardous Vegetation re-inspection
- (2) LPG Inspection
- (1) School inspection (FDS)
- Fire Inspection Station 88
- Will serve letter for Feiguth Property
- Dev Fee inspections 20536 Birchwood, 5051 Bella Vista Cir
- Sprinkler Final 5825 Yankee Jim's

- RSG! Grant telephone interview- Received notification that we have received the Grant. No value on this, as it's a reimbursement of staff time for demonstration day. Will have a property used to demonstrate defensible space and customize marketing materials to us and create a marketing plan/ and marketing supplies.
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- 2020 Fire Season Coordination Meeting

#### EMS

- 100% CQI or Patient Care Reports

#### Training per Chief Whitt

- Training has been stepped up including hours for all personnel
- Hours are 221 total hours (22 hours per Firefighter)
- Setting up to do more training to include fire shelter, hand line, hose leg instructions
- Individual Performance Standards and Engine Company Evolutions have been rewritten and placed into TargetSolutions.
- The Annual Training Plan is near completion to include all evolutions and training matrices.
- All 3 shifts chose a mantra for the year, "Be Alert, Keep Calm, Think Clearly and Act Decisively"
- All crews have to pass the 3-mile pack test at arduous level to get their red cards, this is for strike team assignments.

#### Save the dates

- June 27: Monte Verde Estates is having an event and wants the Fire District participation.
- When the Social Distancing is dropped, I'm planning on a few work days to clean up Station 89.
- Trying to set schedule of all hands meeting once per month. Vision Mission values need to be set
- Chief Dong talked about the evacuation planning and PSPS plans and they are to be followed up with meetings before the season kicks in.

#### 9. ACTION ITEMS

- a. Approve Resolution No. 2020-04 ***Declaring an Election be held in its Jurisdiction: Requesting The Board of Supervisors to Consolidate this election with any other Election Conducted on said date; and Requesting Election Services by the County Clerk.*** Reading was waived. Director Reams made motion to approve the Resolution, second by Director Miller. Roll call vote. Motion passes 5/5
- b. Approve first reading of Ordinance No. 2020-01. ***An Ordinance Amending and Adopting the 2019 Edition of the California Building Standards Code (Title 24, California Code or Regulations) Part 9 (2019 California Fire Code) and Appendices; and Repealing Ordinance Number 2017-02 In its Entirety and any other Resolutions or Ordinances in Conflict Herewith.*** Every 3 years the code is updated. In order to amend we do a new ordinance. We can only increase the law, not decrease. Biggest change for our district is fire flow requirements on Commercial Building. Vice President Simonick makes a motion to forgo the reading, second by Director Harkness. Director Miller makes a motion to approve the reading, second by Director Reams. Roll call vote, passes 5/5
- c. Consider and approve a three-year contract with Robert W Johnson Accounting firm to perform the District Audit. Director Harkness expressed concern that the same company

has been doing them since 2004. Vice President Simonick agreed. Motion dies. Suggested to bring back in July.

- d. Seek board approval for the Fire Chief to submit two grant applications. 1) Public Assistance grant offered by Homeland Security for emergency or disasters under Presidential Declaration, provides up to 75% of funding for recovery costs and typically the State will add 12 ½%, although the State has not committed any resources on any additional funds for this. Currently the district has expensed approx. \$2300.00 for personal emergency Covid-19 supplies for personnel on calls or when dealing with the public. 2) 2020 Assistance to Firefighters- Covid-19 supplemental grant. This is added as supplemental resource for firefighters, fire departments and EMS to purchase supplies and PPE related to Covid-19 pandemic. Vice President Simonick moves to approve, second by Director Reams. Roll call vote, passes 5/5.
- e. Approve District to sign up and implement the CAL CARD program for District credit card issuing and management. This is the card most agencies use. Can use this out of the county which would help if on Strike Team calls. Suggested to request \$36,000.00 monthly limit, and/or approve participation up to \$50,000 limit. Vice president Simonick makes a motion to approve, second by Director Harkness. Roll call vote, passes 5/5.
- f. Grant approval to the Fire Chief to restart the District Resident Firefighter Program. This would start Jun 01, 2020. We currently have 5 applications interested, one from Placer Hills and 4 from Consumnes College. Limited term position and allow them to work toward their Firefighter I certificate while augmenting our personnel. At will employee, need to be approved for the position. Director Miller moves to approve, second by Director Harkness. Roll call vote, passes 5/5.

#### **10. DISCUSSION ITEMS**

- a. Review proposed Preliminary 2020/2021 Operating Budget. Director Michelini discussed about us having a good balance of cost for the Budget. Showing all the charts and numbers and explaining where we are good so far and where we might have issues. Items discussed Development Fees reserve fund, if we have sufficient funds to pay off Station 90, pay off Lease of Equipment, etc. Proposed to have things ready for approval at the June Board meeting.
- b. Review of the Consumer Price Index statistics for Measure M escalator for Fiscal Year 2020/2021. Measure M will create a 2.9% inflation from last year. To be voted on at the June meeting.

#### **11. REPORTS**

- a. Finance Committee
  - i. President Michelini and Director Reams covered most of the budget information prior. We did receive a \$ 9281.00 billing from the attorneys that President Michelini got reduced to \$ 4281.00.
- b. Labor Negotiations Committee

Vice President Simonick said they met about a staffing plan to set overtime procedures. Want a viable document to present for Board discussion.
- c. Long Range Plan Committee
  - i. Meeting scheduled for Monday May 18
- d. Director's Reports
  - i. President Michelini mentioned they are having someone come out to see about repair for the chart printer to be used in the Operations Center. Approx. cost \$20.00

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

- a. Foresthill Volunteer Firefighters Association
  - i. Have not met.
- b. Foresthill/Iowa Hill FSC
  - i. Have not met.

**13. CORRESPONDENCE**

14. Letter received from Dan Andries requesting the District relinquish its fire easement on his property. Chief Matchum says there is no easement to White Tail Ct . Access to Vinewood is there but no sense in having it as a fire access road. They will check into the process to get this done is a quit claim deed or something else.

**15. OLD BUSINESS**

- a. None

**16. CLOSED SESSION**

- a. None

**17. ADJOURNMENT**

- a. President Michelini adjourned the meeting at 8:33pm.

Respectfully Submitted:

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Shonne Epperly-Elgin  
Administrative Assistant