



Foresthill Fire Protection District

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www.foreshillfire.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, April 14, 2017

Foresthill Fire Protection District Administration Office

24320 Main St.

Foresthill, CA 95631

President Chris Reams called the meeting to order at 6:00 p.m.

Directors in Attendance: Chris Reams, Richard Arthur, Kevin Greene and Tyler Harkness.

Directors Absent: Walt Reed

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

Approval of Agenda:

Director Arthur made a motion to approve the agenda as presented. Director Harkness seconds the motion.

Motion carries.

Approval of previous Meeting Minutes:

VP Greene made a motion to accept the minutes of the March 9th Regular Meeting.

Director Arthur seconds the motion.

Motion carries.

Approval of Expenses:

Director Arthur made a motion to accept the March Financial Report as presented.

Director Harkness seconds the motion.

Motion carries.

Fire Chief Operations Report:

Chief Gow reported the following items:

- We had 2 recent transports for serious strokes.
- Received the following grants:
 - SSV – (6) iPad Tablets
 - AMR – Simulated Human for medical training
 - Cal Fire – PPE
- Chief interviews have been scheduled for 4/22.
- For the May meeting agenda:
 - Action item, extend Chief contract with PHFPD for 90 days.

- Discussion item, public complaints have come in regarding the non-transport fee. Fee will be suspended until the Board can re-visit the topic.

Action Items:

1. On advice of District's counsel, item is cut from agenda. Legal is reviewing the policy.
2. Scratch from agenda.
3. Adopt Revision to 4-013, Administrative Captain Job Description.
 - a. VP Greene made a motion to adopt the revision as presented. Director Arthur seconds the motion. Motion carries.
4. Adopt Revision to "Appendix A, Salary Scales" to include 5% Increase for Administrative Captain Position.
 - a. VP Greene made a motion to adopt the revision as presented. The revision will be effective 4/13/2017. Director Harkness seconds the motion. Motion carries.
5. Adopt Resolution 2017-02. *Adopting the 2016 California Building and Fire Codes with the Placer county Amendments.*
 - a. Director Harkness made a motion to adopt Resolution #2017-02 as presented. Director Arthur seconds the motion. Motion carries.
6. Authorize John Michelini to Develop an Updated Strategic Plan for the FFPD. Cost of the Project will be \$100.
 - a. VP Greene made a motion to authorize the development of an updated Strategic Plan by John Michelini at a cost of \$100. Director Arthur seconds the motion. Motion carries.
7. Adopt Revision to 4-009, Part Time Employee Job Description.
 - a. Director Arthur made a motion to adopt the changes to 4-009, P/T EE Job Description as presented but with the following addition: Under prerequisites #5 will read, "Current CPAT certificate. This will be waived if the candidate produces proof of full-time employment as a firefighter in good standing with another agency. If candidate promotes to full time status with FFPD, a valid CPAT will be required. Director Harkness seconds the motion. Motion carries.

Discussion Items:

1. Election Process Update
 - a. John Michelini reported that ballots will be mailed to registered voters on June 9th. Election Day is July 11th.

Reports:

1. Finance Committee (Reams/Greene)
 - a. No report
2. Bureau of Reclamation Funding:
 - a. No report
3. Long Range Plan Committee
 - a. No report
4. Firefighter's Association:
 - a. Easter activities are planned and ready to go.
 - b. Boot Drive was successful. \$10K total donation was made to the FF Burn Institute.
 - c. The Garage Sale Volunteers are back in business taking donations.
5. EMS Operations and Fire Prevention Report
 - a. SSV ambulance inspections were done.
 - b. Business inspections are in progress.
 - c. 2 people are working on their 5-call to work as paramedics in FH.
6. Foresthill & Iowa Hill Fire Safe Council Report:
 - a. No report

Director's Reports:

- None

Correspondence:

- None

Old Business:

- None

Public Comment:

- None

Meeting adjourned at 6:49 p.m.

NEXT REGULAR MEETING: THURSDAY, MAY 11, 2017 6:00 P.M.

Respectfully Submitted:



Patrice Metz, Board Secretary