



**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  
  
KIRK KUSHEN  
FIRE CHIEF

**Foresthill Fire Protection District**  
**Minutes of Regular Board of Directors Meeting**  
**Thursday, February 14, 2019**  
**District Administration Office**  
**24320 Main St.**  
**Foresthill, CA 95631**  
**Video: <https://vimeo.com/317725884>**

**1. CALL MEETING TO ORDER/FLAG SALUTE**

- a. President Michelini called the meeting to order at 6:08 p.m.

**2. ROLL CALL**

- a. All Directors were present.  
b. Chief Kushen was present.

**3. AGENDA APPROVAL**

- a. President Michelini requested that approval of the minutes from the January 22<sup>nd</sup> special meeting be added to the agenda. Director Reams made a motion to approve the agenda as amended. Director Simonick seconds the motion. Motion carries.

**4. MINUTES APPROVAL**

- a. The following minutes were slated for approval:
- i. January 7<sup>th</sup> Finance Committee
  - ii. January 10<sup>th</sup> Regular Meeting
  - iii. January 17<sup>th</sup> Long Range Planning Committee
  - iv. January 22<sup>nd</sup> Special Meeting
  - v. January 31<sup>st</sup> Finance Committee
- b. VP Simonick made a motion to approve all of the minutes as presented. Director Harkness seconds the motion. Motion carries.

**5. FINANCIAL REPORT AND APPROVAL**

- a. General budget discussion took place.
- i. Director Harkness made a motion to accept the financials as presented. Director Reams seconds the motion. Motion carries.

**6. CHIEF'S OPERATIONS REPORT**

- a. Chief Kushen reported the following:

**Significant calls:**

1/7/2019: Structure fire Todd Valley at Red Rock Drive. Manufactured home complete loss.

**Significant Info:**

1/2/2019 Shoring at Station 90 completed to help structurally support the dry-rotted beam.

**Staffing:**

Down another fulltime Firefighter/EMT as of 1/15/2019

**Grants:**

Regional SCBA \$200,000 grant to replace 22 outdated SCBA's was awarded. Still awaiting word to move forward from Sac Metro. Approx. \$20,000 matching funds required and available in mitigation account.

**Future:**

We will be looking at numerous innovative opportunities to develop new sources of funding to assist us in maintaining our current level of staffing.

We are also looking for additional areas and opportunities for further cuts to non-essential services and facilities.

**7. ACTION ITEMS**

- a. Revise District Bylaws – Section 4.10 Order of Business
  - i. Per staff report, the following may be the order of business at all future board meetings:
    1. Call to order
    2. Pledge to flag
    3. Roll call
    4. Introduction of visitors
    5. Presentations
    6. Approval of changes to the agenda
    7. Public Comment
    8. Consent Items
      - a. Approval of minutes
      - b. Approval of financial report
      - c. Other routine non-controversial items/subjects.
    9. Fire Chief's Operations Report
    10. Action Items
    11. Discussion Items
    12. Reports (active standing, ad hoc committee, and Director reports)
    13. Communication from *Non-Affiliated Organizations*
    14. Correspondence
    15. Old Business
    16. Closed Session (if applicable)
    17. Adjournment
  - ii. Director Reams made a motion to change the order of business in accordance with the submitted staff report. VP Simonick seconds the motion. Motion carries unanimously.
- b. Modification of ambulance agreement with SSV EMS.
  - i. Director Miller made a motion to authorize members of the Finance Committee to meet with representatives of the Sierra-Sacramento Valley Emergency Medical Services (S-SV EMS) agency to seek modification to the current ambulance agreement. Director Reams seconds the motion. Motion carries.
- c. Live webcast of district meetings.
  - i. VP Simonick made a motion to approve live broadcasting of District meetings via the internet and approve a three (3) month evaluation of the ability to accept questions via live internet feedback. Director Harkness seconds the motion. Motion carries.

- d. Community education/question and answer presentations regarding the parcel tax measure.
  - i. Director Miller made a motion to authorize Director Michelini to develop and deliver community education presentations regarding the upcoming parcel tax measure. VP Simonick seconds the motion. Motion carries.
- e. Volunteer support program position descriptions.
  - i. Table until March meeting.
- f. Modify policy no. 2-006, *Controlled substance restock policy*.
  - i. VP Simonick made a motion to accept the changes as presented. Director Miller seconds the motion. Motion carries. President Michelini stated that next time a staff report needs to be completed for each action item, including proposed policy changes.
- g. Approve article authored by Director Reams to run in the Foresthill Messenger.
  - i. VP Simonick made a motion to authorize the article authored by Director Reams to be published in the Foresthill Messenger. Director Harkness seconds the motion. Motion carries.

## 8. DISCUSSION ITEMS

- a. Board of Directors 2019-2020 District Goals Workshop.
  - i. Bring as an action item in March. The workshop will be held on a Saturday in April.
- b. New Website demonstration.
  - i. Firefighter Rotheram demonstrated the new website he and Secretary Metz have been working on. There was general discussion and questions during the demonstration. FF Rotheram stated that we hope to go live by the end of March.

## 9. REPORTS

- a. Finance Committee
  - i. Met twice. Had a mid-year budget review presentation, and have continued with the budgeting process for next fiscal year.
- b. MOU Negotiations Committee
  - i. None.
- c. Long Range Plan Committee
  - i. Director Miller reported that the self-assessment is moving forward. A welcome letter is being drafted and sent to all of the volunteers who will be performing the assessment. Plan to have assessment done by the end of June.
- d. Firefighter's Association
  - i. VP Rotheram reported that we're trying to set up our "Fill the Boot Drive" for mid-March. We're also working on our annual Easter event. Also, the Association received an extremely generous donation of \$50K from the estate of Rose Hoepfer. The money will be used to fund the existing Paramedic Scholarship program.
- e. Foresthill and Iowa Hill Fire Safe Council
  - i. Secretary Metz reported for Gary Kirk. Wilder than Wild was well attended approx. 250 attendees with 100 plus turned away. We are planning another showing in April. FH/IH FSC meeting next week 2/19/19, 5:30, Admin. Should be a good meeting.
- f. Director's Reports
  - i. President Michelini stated that Director's reports are typically used for Directors to report on any outside meetings they have attended that might be of interest to the board. With that in mind, he would like to agendaize for the March meeting selecting certain outside meetings for attendance by a board member, on an assignment basis so that each board member can pre-schedule their time.

**10. CORRESPONDENCE**

- a. Letter dated 1/19/2019 from Eric Reams on behalf of the Foresthill Volunteer Firefighters Association. Re: Hooper Paramedic Scholarship Fund.
  - i. The board agreed to forward the letter to the finance committee for analysis.

**11. OLD BUSINESS**

- a. None

**12. PUBLIC COMMENT**

- a. Paula Bertoncin
  - i. With regard to the parks and rec projects that are upcoming. Does the board still intend to have a representative attend the meetings?
    - 1. The board will have to look at statistics for the calls run in the recreation areas.
  - ii. With the upcoming ballot measure, will there be some sort of budget available to show where how the funds (if approved) would be spent?
    - 1. President Michelini stated that that would be something that will presented at the educational meetings.

**13. CLOSED SESSION: (Began at 8:06 p.m.)**

- a. Conference with Labor Negotiators (\$54957.6) Agency designated representatives: Director Harkness and Director Simonick.
  - i. 8:52 p.m. President Michelini reported that no reportable action had been taken for item a. and direction was given to the negotiations committee.

**14. ADJOURNMENT**

- a. President Michelini adjourned the meeting at 8:55 p.m.

Respectfully Submitted:



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Patrice Metz, Board Secretary