



BOARD OF DIRECTORS

Foresthill Fire Protection District

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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, February 13, 2020
District Administration Office
24320 Main St.
Foresthill, CA 95631

1. CALL MEETING TO ORDER

- President Michelini called the meeting to order at 6:04 p.m.

2. FLAG SALUTE

- President Michelini led the Flag Salute.

3. ROLL CALL

- All Directors were present, except Vice President Simonick.
- Chief Ridley and Chief Whitt were present.

4. AGENDA APPROVAL

Director Miller made a motion to adopt the agenda as presented. Director Harkness seconds the motion. Motion carries.

- Presentation of 2018/2019 Financial Audit by Mary Cummins, Partner at Robert Johnson Accounting.
- From Action item b. Introduction and administer Oath of Office to Gil Dong, Emergency Management Coordinator.

President Michelini introduced Gil Dong and read about his history, qualifications and job description.

Chief Ridley administered the Oath of Office.

Gil Dong made a few comments about his acceptance and welcome here.

5. PUBLIC COMMENT

- None

6. CONSENT ITEMS

Director Miller made a motion to approve the consent items excluding the Long Range Planning Committee Meeting, Director Reams seconds the motion. Motion carries.

7. FIRE CHIEF'S OPERATIONS REPORT

Calls for January 2020

Total: 51 Breakdown: Chimney Fires: 0, Structure Fires: 0, Vegetation Fires: 0, Animal Rescue: 0, Medical Aids: 37, Public Assist: 3, Smoke Investigation: 0, False Alarms: 0, Hazardous Leaks: 3, Hazardous Lines: 3, Vehicle Accidents: 0, Burn Pile: 1, Other: 4, Medical Transports: This month: 24, Total transports for the year: 24, EMS is 72.5% of our call volume

District Information

Chief Ridley had a meeting with CalFire and Placer County Dispatch Center on responses into the Mutual Threat Zone (MTZ).

Chief Ridley also met with Placer Hills FPD on the Lexipol Policies and Procedures project. Chief Ridley also met with Chief Spencer of Auburn Fire on some Operational issues.

Chief Ridley also attended the Foresthill/Iowa Hill Fire Safe Council and Foresthill Forum meetings.

The Uniform/Personal Protective Equipment committee had its first meeting on the 24th. We also held a meeting on the District's Vision Statement, Values, and Mission Statement on the 27th. There is a survey developed by A/C Matcham to gather information and feedback from Line/Staff personnel on line.

Chief Ridley is working on a Fuels Mitigation Project in the Shirttail area. The project consists of burning large brush piles. The project will require the assistance of the Tahoe National Forest. Chief Ridley also attended a meeting with the Bureau of Reclamation on a MOU for accessing lands to perform fuel reduction/fire prevention/hazard tree removal on Reclamation lands adjacent to our jurisdiction. All three Chiefs have been meeting with their peers. Meetings have also occurred at County Fire Chiefs, Sheriff's Office, Dispatch, Placer Hills FPD, Air Quality, and Cal Fire.

New Personnel

Our search for potential new Fire Fighter Medic employees will be put out again to develop a hiring pool.

New Administrative Assistant is on line.

Our Emergency Management Coordinator position is staffed. Our search for potential employees has expanded out to 80 miles. We have had no response at the 50 mile distance.

Facilities

Administration Office continues to undergo some office and storage modifications. Minor maintenance and repair issues have taken place or been ordered.

We have upgraded the Wi-Fi Signal in the Administration building.

New printer/fax units are in place at the stations, to replace the leased ones.

Station 90 has several minor maintenance issues that are in the process of being addressed.

The Bauer compressor upgrade parts at the Bauer and installation should be completed by the end of the month.

Apparatus

New Medic Unit, has some equipment mounting to complete. Striping has been completed. We have a few warranty issues to address.

E90, is being scheduled for striping, monitor, warranty issues, and the Train-the Trainer Program.

Medic Unit Remount, has been scheduled for mid to late April.

Lexipol

Process is under way. I would like to request the Board form an Ad Hoc committee for the review of Policies.

Radios and Mobile Data Computers

One radio had to be sent back to the factory for repair. The MDC project install is still making progress. The Wi-Fi router had a price change so a re-quoting showing that reflection as well as reducing the installation cost by doing bulk installations probably over two days. We should still be coming in under budget.

FPB

(1) Set residential plan review revealed no development fees collected yet, application incomplete

(3) New construction DEVFEE inspections

(4) WUI Final building inspections

(3) LPG inspections

(5) Haz Veg inspections

(1) Haz Veg abatement letter sent (other letters being drafted)

(1) Setback variance for construction of a carport

Work with Silverleaf Firewise to set up “Becoming Firewise” event scheduled for 3/2/20
Drafting Haz Veg process/manual/correspondence
Working with County to complete adoption of 2019 CFC
Implementation of company inspection program

EMS

Geriatric Trauma Training set up
QA review of greater than 90% of all PCR’s for the months of Dec and Jan

Support Services

New ambulance lettering/stripping
Medvault installed in new ambulance

Save the dates

May 2: Wildfire Community Preparedness Day
June 13: Monte Verde Estates is having an event and wants the Fire District participation.

8. ACTION ITEMS

- a. Approve second reading of Ordinance 2020-02 AN ORDINANCE OF THE FORESTHILL FIRE PROTECTION DISTRICT REQUIRING THE ABATEMENT OF HAZARDOUS VEGETATION.
 - i. President Michelini asked if okay to not read whole ordinance aloud.
 - ii. Patrice reported that the soonest the ordinance can become effective will be April 1st.
 - iii. Director Miller made a motion to approve the second reading of Ordinance No. 2020-02. Director Reams seconds the motion. Motion passed unanimously via roll call vote.
- b. Approve the submission of an application for the following grants:
 - i. AFG Grant for Comprehensive Occupational Medical Program for Fire Departments. Approximate district cost will be 5%. Discussion of what that amount would be. 5% of 18,000.
 - ii. AFG Grant for a SatRunner. The approximate district cost will be 5% or \$1,528.00. Decided this will not be pursued at this time.
 - iii. AFG Grant for turnout pants and coats. The approximate district cost will be 5% or \$3,888.00. Three new sets to equal 18 total.
 - iv. OHV Grant for \$70,000. Approximate district cost will be 26% or \$18,200.00, which can be offset by our providing the staffing vs. charging for the staff time. Chief Ridley to pursue this action.
 - v. Director Reams made a motion to authorize the pursuit of items I, iii, iv. Director Miller seconded the motion. Motion passed.
- c. Approve replacement of Administrative Policy #407 Responses Outside the Foresthill Fire Protection District into the USFS and BLM Areas in Placer County Approved: 11/5/2015, with #2-035 Responses Outside the Foresthill Fire Protection District into the USFS and BLM Areas in Placer County (Mutual Threat Zone – MTZ)
 - i. President Michelini asked that under this if we cover Calf Fire area, USFS, BLM land, do they cover for us.
 - ii. Chief Witt explained it would be a response area issue
 - iii. Director Reams suggested changing the wording regarding the county money we don’t receive. USFS is paying the county so shouldn’t we be receiving money as well?
 - iv. President Michelini asked if we could delete # 407 and Chief Witt says we should have something in place.

- v. Director Reams motioned to approve to replace Administrative Policy #407 with #2-035. Second by Director Miller. Motion passed.
- d. Approve the purchase the Kno2 Direct Message software add-on for the Image Trend patient care software, in the amount of \$1,130.00, with funds coming from the Administration Account. Pulled from discussion
- e. Approve the Memorandum of Understanding (MOU) between the Foresthill Fire Protection District and the Bureau of Reclamation. Allow the Fire Chief to be the signatory to a multi-agency Memorandum of Understanding (MOU) with Reclamation for the purposes of accessing Reclamation lands to perform fuel reduction/fire prevention/hazard tree removals on Reclamation lands adjacent to our District. No monetary issue and this hasn't been acted on.
 - i. Director Miller motioned to approve the Memorandum of Understanding. Second by Director Harkness. Motion passed.
- f. Approve expenditure not to exceed \$360.00 for membership dues to: International Association of Fire Chiefs. Funds to be taken from the Administration Account.
 - i. Chief Ridley explained this allows access to meetings, database, information for all 3 chiefs.
 - ii. Director Harkness motioned to approve funds. Second by Director Reams. Motion passed.

9. DISCUSSION ITEMS

- a. Annual Chief's report
 - i. Chief Ridley suggested we may want to post the annual report online on our webpage.
 - ii. Lower call volume than 2019 for this time of year
- b. FFPD Fire Access Roads
 - i. Director Miller discussed the roads involved in Todd valley and showed maps and pictures of the access roads. Determination to be made about how to approach the home owners for access and how to clear those roads for fire equipment.

10. REPORTS

- a. Finance Committee
 - i. Actually close to where we should be on finances, but not showing revenue yet. Ambulance is 90% of what's expected.
 - ii. Mid-year budget review
- b. Labor Negotiations Committee
 - i. None
- c. Long Range Plan Committee
 - i. Discussion about the Radio Alert system
- d. Director's Reports
 - i. Add to next month's agenda discussion item for purchasing new Power Cot
 - ii. Need 2 representatives for Lexipol meeting
 - iii. Discussion to officially explore the feasibility and cost of annexing the ambulance to cover 43,000 acres of adjacent private land.

11. NON-AFFILIATED ORGANIZATION REPORTS

- i. Foresthill Volunteer Firefighters Association
 - 1. Patrice Metz mentioned new President Randy Hinkle, New Vice President, Bailey Sett and herself as Treasurer.
 - 2. Getting ready for Easter set up and Foresthill Garage Sale

- ii. Foresthill/Iowa Hill FSC
 - 1. Chief Ridley mentioned them wanting to expand their Firewise Community.

12. CORRESPONDENCE

- a. Director Reams discussed considering continued duty coverage with a separate contract with Placer Hills Fire District. He suggested a special meeting to discuss the contract.
 - i. Meeting set for February 18, 2020.

13. OLD BUSINESS

- a. None

14. CLOSED SESSION

- a. Adjourned to closed session 9:09pm. Conference with Labor Negotiators (54957.6)
- b. President Michelini reconvened regular meeting at 9:44pm and advised no action taken

15. ADJOURNMENT

- a. President Michelini adjourned the meeting at 9:45pm

Respectfully Submitted:

Shonne Epperly-Elgin
Administrative Assistant