



BOARD OF DIRECTORS

Foresthill Fire Protection District

P.O. Box 1099 Foresthill, CA 95631
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www.foresthillfire.org

DISTRICT BOARD
JOHN MICHELINI
PRESIDENT
CHRIS REAMS
VICE PRESIDENT
TYLER HARKNESS
DIRECTOR
TROY SIMONICK
DIRECTOR
RICHARD HERCULES
DIRECTOR
MICHAEL RIDLEY
FIRE CHIEF

Foresthill Fire Protection District
Minutes of Regular Board of Directors Meeting
Thursday, March 10, 2022
Meeting held in person
District Administration Office
24320 Main St., Foresthill, CA 95631

1. CALL MEETING TO ORDER

- President Michelini called the meeting to order at 6:02 p.m.

2. FLAG SALUTE

- Led by Chief Ridley

3. ROLL CALL

- President Michelini, Vice President Reams, Director Harkness, and Director Hercules were present.
- Chief Ridley and Deputy Chief Matcham were present.
- Director Simonick was absent

4. AGENDA APPROVAL

Vice President Reams moved to approve the agenda, second by Director Harkness, motion passes.

5. PUBLIC COMMENT

- a. Several members of the community had questions for the board once again regarding the shortage of staffing for both stations. They asked for more transparency about the issue which is being addressed in the action items in this meeting. We had a few expressing their alarm, confusion and curiosity about what is being done about staffing. The board answered each question and advised we have full staffing for the month of March so there is no worry right now. Question asked about the FY 2021 Auditor reports (which isn't back to us yet due to covid and death of one of the auditors) and our Budget 2021-2022 being on our web page. The budget report is done and will be uploaded by administration staff.

6. CONSENT ITEMS

- a. Motion made by Director Hercules to approve consent items as is, the minutes of the February 10 regular board meeting and the FM 08 Financial report, second by Vice President Reams, roll call vote, motion passes.
- b. Jump to action items before reports.

7. FIRE CHIEF'S OPERATIONS REPORT

Calls for February 2022

Total: 40

Total to Date: **110** 2021: **98**

Breakdown:

See report attachments:

Medical Transports this month: **24** Total transports for the year: **58** (2021 = **52**)

District Information

- Chief Ridley attended several Zoom and in person meetings (WPCFCA, Foresthill/Iowa Hill Fire Safe Council, Vendors).
- MOU with Foresthill Public Utility District (PUD) will be addressed next month.
- Staffing is short just one Fire Fighter Paramedic position. New hires are now onboard. New job flyer is out. The agencies in Placer County and Sacramento Metro Fire are planning to hire 80 new FFPM's in the next 6-8 weeks.

- Placer County Community Wildfire Prevention Plan (CWPP) is still delayed. However our part of the overall plan is in review by our staff.
- ISO Report is back. Staff Report this month.
- CalJAC Subscription Agreement. Staff Report this month.

Staffing Report

- February
 - o 4 Positions Mandatory OT
 - o 1 Positions covered by JOA
 - o 13 Days Staffing 1 Station

COVID-19

- Situation has reduced significantly.

Support Services/Fleet/Facilities

Fleet:

- Engine 90 repairs completed and back in service
- OES 4614 warranty work complete

Facilities:

- Nothing to report

Training

- Total time 338 hours
- Report attached

Emergency Management

- Nothing to report

Community Risk Management per Chief Matcham

February 2022 Activities

Administrative

- Officer's Meetings @ Admin
- Recruitment Efforts:
 - o 3 new Firefighter/Paramedics hired
- WPCFCA Training/Operations Meeting
- Foresthill/Iowa Hill Firesafe Council meeting
- Foresthill Forum Meeting

Community Risk Reduction

- 1 Residential plan review
- 1 New project pre-application meeting
 - o Followed with walk through of the site
 - o Teleconference with Engineer regarding improvement requirements
- 3 LPG Installation Inspections
- 2 Sprinkler System Final Inspections
- 3 Hazardous Vegetation inspection
- Completed variance to allow 10% increase in occupancy count for the Seafood-A -Rama event
- Met with community members regarding the Getaway House project
- Met with stakeholders regarding improvements to Baker Ranch Water system
- Beginning preparations for Wildfire Preparedness Day
 - o Working with Firewise communities to host an event at the demonstration site
 - o Trying to put together a green waste event for the community

- Met with potential partners for emergency ambulance coverage provisions
- S-SV 1st Quarter Audit on ALS Providers is completed.

CWPP per Jodie Barram

- Could not attend, report given via Chief Matcham
- We won't know about the extension on grant contracts until later so we're going to push some things out by the end of the month in case it doesn't come through.
- The Mobile Home/Manufactured Home guide draft is nearly done, will get to you for final approval and be printed by March 31.
- The Reducing Fire Risk handout will be done by March 31. I'll have a draft to you next week. We won't be able to print it but you'll have a digital version.
- The Placer County CWPP is being updated through the Fire Safe Alliance, so I don't have much to do on that anymore. I'd highly recommend attending the upcoming meetings listed on their website <https://www.placer.ca.gov//5721/Fire-Safe-Alliance>.
- If the grant is extended, I'd still love to help you coordinate a community meeting about wildfire risk, evacuation and how to prepare your property for wildfire.
- No report/ Did not attend

Emergency Alert Radio per Rich Hercules

- Our original "A" and purchased spare "B" transmitters arrived. These were tested and performance benchmarked for FCC records. Both were installed
- Tuesday 2/8. We are currently operating using the spare, designated "B" and monitoring its performance.
- A procedure for the transmitter changeover has been completed, which requires less than five minutes to accomplish after arrival to the site.
- There has been no further activity with the Cambria Community Services agency.
- Contact was made with WALDO County, ME on their 100-watt operation experience, issues regarding antenna tuning and system operation.

8. ACTION ITEMS

- a. Board to approve Resolution 2022-01 Updating the District's Wells Fargo Bank accounts with the Placer County Treasurer's Office. This had been in the September board meeting and moved to discussion item at that time. We are currently using the bank accounts set up with Placer County. Motion made by Director Hercules to approve the Resolution 2022-01, second by Vice President Reams, roll call vote, passes 4/0, with one absent.
- b. Board to approve the disposal of surplus ambulance M89-2, Ford E350 4x4. Deputy Chief Matcham went over the details of the ambulance not being used in 2 years. Was being kept as a reserve ambulance, it is not needed. His recommendation is to try to sell the ambulance through a government auction site. There are fees to do this service. Fiscal impact to the district of approx. \$895.00 to remove the lettering on the ambulance. Director Hercules made a motion to approve Chief Matcham to dispose by sale, second by Director Harkness, motion passes.
- c. Board to provide approval for the Fire Chief to submit a detailed grant sub-application with the ALERT radio system for higher power operation. We are currently at 10W and this would move us to 100W. Current estimate for the expansion is \$20,000.00 with a potential district contribution of \$5,000.00 maximum for FY 22-23. Motion to approve made by Director Hercules, second by Director Harkness, motion passes.
- d. Board to allow the Fire Chief to sign the Subscription Agreement between the California Joint Apprenticeship Committee (Cal-JAC) and the Foresthill Fire Protection District. Local 3800 has approved the plan. This is for staff on probation to get reimbursement for training apprentices. Keeps our district moving Firefighters to Journeyman level and helping toward better retention and marketability for employees. Motion made by Vice President Reams to approve, second by Director Harkness, motion passes.
- e. Board to approve the upgrade of our cloud hosting, internet services through Google. We are currently limited for access for staff to files they may need 24/7. Upgrading would create

sharable files, security limited folders that can be accessed remotely. Fiscal impact is an estimated increase of \$768.00 during the fiscal year budget. Director Hercules made a motion to approve the upgrade, second by Vice President Reams, roll call vote required to amend the budget change, passes 4/0, with one absent.

- f. Board to approve the ISO report received in February 2022. We will remain with a rating of 3. Goes into effect 2022 and lasts until 026. Motion to approve made by Vice President Reams, second by Director Hercules, motion passes.
- g. Discussion about the communications to advise of Station “brown outs”. Suggestions of using the sign board at station 90, Our web page, social media postings, sign at station, word of mouth, writing an article for the Messenger newspaper as long term education, Placer Alerts type info. No action taken and will be addressed after more board discussion.
- h. Board to authorize the Long Range Planning Committee to represent the district in the merger discussions with Placer Hills and Newcastle Fire Districts. Vice President Reams suggested a separate committee to do this. It was advised that we have not been invited into these discussions. Next item is similar so after discussion on both, Vice President Reams made a motion to not participate in the current merger with Placer Hills Fire and Newcastle Fire, second by Director Harkness, motion passes.
- i. Board to authorize the Long Range Planning committee to explore options for consolidation with allied agencies. Consensus is to wait and see how the merger goes for Placer Hills Fire and Newcastle Fire, then have options to bring to the community. Such as workshops & community meetings. Local 3800 Union would like a timetable set up and community members expressed their thoughts as well. Board would like to put together a commission to research different kinds of mergers and opportunities to see how we could get a good foundation for our district moving forward. Motion made by Director Hercules to explore options, second by Director Harkness, motion passes.
- j. Board to appoint Richard Hercules to the Long Range Planning committee to take the seat vacated by Director Miller, Vice President Reams makes the motion to approve, second by Director Harkness, motion passes.

9. DISCUSSION ITEMS

- a. Chief Ridley gave a report on training hours with a chart to show how they add up.
- b. Fire Chief’s Annual Report for calendar year 2021.

10. REPORTS

- a. Finance Committee
 - i. Did not meet
- b. Labor Negotiations Committee
 - i. Did not meet
- c. Long Range Plan Committee
 - i. Did not meet
- d. Director’s Reports
 - i. Director Michelini had an observation about calls being mis-routed from dispatch (especially cell phones) and how they are dispatched and routed due to our location.
 - ii. Brief discussion on PERS. No solid answer yet for our district.
 - iii. Rich Hercules asked when is the 2021/2022 Chief Officers evaluation to be done. President Michelini said it should be set up soon.

11. NON-AFFILIATED ORGANIZATION REPORTS

- a. Foresthill Volunteer Firefighters Association
 - i. In the process of procuring a letter requesting the use of the Porter Garage for the Annual garage sale.
 - ii. \$2000.00 donation from the Foresthill Friendship Club may be used for the slats for the fencing.
 - iii. Wildland Fire used our Engine and picture on the cover of the Magazine for Supply Cache.
- b. Foresthill/Iowa Hill FSC
 - i. Did not attend

12. CORRESPONDENCE

a. None

13. OLD BUSINESS

a. None

14. CLOSED SESSION

a. None

15. ADJOURNMENT

Meeting adjourned at 9:15pm.

Respectfully Submitted:

A handwritten signature in blue ink that reads "Shonne Epperly-Elgin". The signature is written in a cursive style.

Shonne Epperly-Elgin
Administrative Assistant