



Foresthill Fire Protection District

P.O. Box 1099 Foresthill, CA 95631
Office: (530) 367-2465 Fax: (530) 367-3498
www.foreshillfire.org

DISTRICT BOARD
RICHARD HERCULES
PRESIDENT
JOHN MICHELINI
VICE PRESIDENT
CHRIS REAMS
DIRECTOR
TROY SIMONICK
DIRECTOR
LIZ WILLIAMS
DIRECTOR

JED MATCHAM
FIRE CHIEF

Foresthill Fire Protection District
Minutes of the Special Board of Directors Meeting
Goals Workshop
Wednesday, May 31, 2023
District Administration Office
24320 Main St., Foresthill, CA 95631

1. CALL MEETING TO ORDER

- a. Meeting called to order at 2:05pm

2. FLAG SALUTE

- a. Led by Director Michelini

3. ROLL CALL OF DIRECTORS

- a. Vice President Michelini, Director Simonick, Director Reams were present. President Hercules and Director Williams was absent.
- b. Chief Matcham was present

4. AGENDA APPROVAL

- a. Director Michelini moved to approve the agenda, second by Director Simonick, passes 3/0.

5. AGENDA ITEMS

- a. Board reviewed the 2022/2023 goals. Discussion line by line on the list of which have been achieved and some that may be moved forward to next year.
- b. Goals for Fiscal year 2023/2024 as follows in no particular order:
 1. Develop and approve new District policies using the Lexipol system
 2. Explore grants for the district (to include)
 - a) Fire Station(s)
 - b) Ambulance
 - c) Fire Engines- Type 1 and Type 6
 - d) EMS Equipment
 - e) Community AED program
 3. Continue efforts to update and improve the hydrant maintenance agreement with PUD
 4. Revise and update the Board of Directors by-laws
 5. Replace District phone system
 6. Complete necessary facility maintenance
 7. Hire and onboard new Fire Chief
 8. Continue to support the Blue-Ribbon Committee
 9. Complete development of the training tower
 10. Improve community interaction with the District
 1. See attachment for letter to board listing goals

- c. Vice President Michelini made motion to approve the goals, second by Director Simonick, passes 3/0.
- d. Long Range planning committee to meet with Blue Ribbon Committee when asked.

6. ADJOURNMENT

- a. Adjourned 3:10pm.

Respectfully Submitted:



Shonne Epperly-Elgin,
Administrative Assistant



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May 31, 2023

Directors,

The Board of Directors met in Special Session today as a part of the annual budget process to develop and approve annual District goals for the 2023-2024 Fiscal Year.

The meeting began with a review of the 2022-2023 goals approved by the Board last year.

1. Start a Resident and Explorer Program:
 - ✓ Resident Program in place with 3 current Resident Firefighters.
 - ✓ Initial work on Explorer Program underway. The District has been working with CalFire and USFS to implement a Fire Science career development program at the high school.
2. Develop and approve new District policies:
 - ✓ Some work has been completed on this project, but most of the project remains uncompleted. This goal has been transferred to FY 2023-2024.
3. Establish a Blue-Ribbon Committee to explore options for the future of the District:
 - ✓ BRC is in progress and this goal has been extended to Fiscal Year 2023-2024.
4. Evaluate annexation of ambulance service area into District:
 - ✓ Initial assessment indicates that the income available from annexation would not provide sufficient revenue to cover increased administrative and operational expenses.
5. Explore grants for the District to include:
 - ✓ Fire Engines – Grant submitted and not awarded due to application error.
 - ✓ Stations – work between the County and District continue regarding a new station site.
 - ✓ Radios – several radios were acquired through a grant award.
 - ✓ Community AED – No work completed.
 - ✓ Mapping GIS – No work completed.
 - ✓ Defensible space improvement – Grant submitted but not awarded.
6. Negotiate new labor agreement with improved language:
 - ✓ Negotiations are underway and progressing in a timely fashion.

7. Technology Plan – Radios and Computers:
 - ✓ This goal was not well defined. District email and files now use Google Suites allowing for cloud storage which has reduced the need to upgrade/update the District’s server.
 - ✓ New radios have been acquired. This will be a multi-year project.
8. Develop a Community Volunteer Program
 - ✓ Staff and Board discussed the status of this program and identified the lack of staff resources to manage volunteers as compromising the ability of the District to implement elements of the program. It will remain an approved District program but will not be listed in the annual goals.
9. Complete 2 floors on the training tower:
 - ✓ A concrete pad has been scheduled for this month after extensive weather delays. Much of the project remains incomplete and will be listed in the 2023-2024 FY goals.
10. Develop MOU between the District and PUD regarding hydrant maintenance:
 - ✓ Work on this goal is underway with limited response from the PUD. This project will be continued on the 2023-2024 goals list.

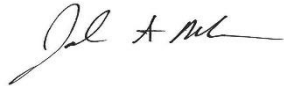
On a 3-0 vote, the following goals for Fiscal Year 2023-2024 were approved. They are NOT listed by priority.

1. Develop and approve new District policies using the Lexipol system.
2. Explore Grants
 - a. Fire Engine – Type 1 and Type 6
 - b. Fire Station(s)
 - c. Ambulance
 - d. EMS equipment
 - e. Community AED program
3. Continue efforts to update and improve the hydrant maintenance agreement with the PUD.
4. Revise and update the Board of Director Bylaws.
5. Replace District phone system.
6. Complete necessary facility maintenance.
7. Hire and onboard new Fire Chief.
8. Continue to support the Blue-Ribbon Committee.
9. Complete development of the training tower.

10. Improve community interaction with District.

If you have any input or additional goals you would like added please request that a discussion item be added to the June 8, 2023, Board agenda.

Professionally yours,

A handwritten signature in black ink, appearing to read "John Michellini". The signature is fluid and cursive, with a long horizontal stroke at the end.

John Michellini, Vice President
Foresthill Fire Protection District