



## *Foresthill Fire Protection District*

*P.O. Box 1099 Foresthill, CA 95631*

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*[www.foresthillfire.org](http://www.foresthillfire.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, July 7, 2016

Foresthill Fire Protection District Administration Office

24320 Main St.

Foresthill, CA 95631

Video Available at: <https://vimeo.com/173876890>

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

**Directors in Attendance:** Richard Arthur, Kevin Greene, Tyler Harkness, and Walt Reed

**Directors Absent:** None

**Staff in Attendance:** Chief Gow, EMS Captain Drone, and Secretary Metz.

**Approval of Agenda:** President Reams requested to move items 1 and 2 to the end of the meeting and item #5 to the beginning. Director Arthur made a motion to approve the agenda as revised. Director Reed seconds the motion.

Motion carries.

**Presentation by Stephanie Cooper-Noe and Judy Vang from Wittman Enterprises.**

**Public Comment:**

VP Greene asked why we had a cover engine and ambulance on the recent up country run. Captain Fogel stated that it might be better to address it in a future investigation. VP Greene asked Chief Gow why we are keeping duty coverage OT in place since he has been released to full duty? Chief Gow responded that he didn't want to "cut off people". VP Greene stated that since we are trying to save money, the OT should be cut off.

**Approval of previous Meeting Minutes:**

Director Reed made a motion to accept the minutes of the June 2nd regular meeting and the June 23<sup>rd</sup> special meeting as presented. VP Greene seconds the motion.

Motion carries.

### **Approval of Expenses:**

VP Greene stated that we need to reign in OT expense and better breakdown and report how OT dollars are being spent. Also, breakdown employee cost vs. employee reimbursement for each strike team. Separately list strike team equipment reimbursements.

VP Greene made a motion to accept the June financial reports as presented. Director Arthur seconds the motion.

Motion carries.

### **Fire Chief Operations Report:**

Chief Gow reported the following items:

- We received a nice note thanking Lt. Cline and his crew for their help and professionalism on a recent dog bite call.
- Trailhead Fire
  - Crews did a great job.
  - We are receiving \$2,100 for use of the Admin. Building.
  - The “porta-tank” was damaged during the incident. The State will replace it. Pictures and report were turned in to “comps. and claims”.
- Placer Hills received their new Type I and Type III engines.
- Chief and President Reams met with Supervisor Weygandt and County CEO regarding the financial needs of FFPD.
- The Fire Chiefs are working on a “plan B” scenario.
- There will be a *Director’s Group* meeting in 2 weeks.
- Newcastle Fire: One Director and the Board Chairman resigned. Penryn Fire ended their agreement for Chief and administrative services effective mid-August. Assistant Chief employed by Penryn, but working at Newcastle also resigned.
- We have had some serious allegations made from one staff member about another. The investigation will be handled by our attorney.

### **Action Items:**

1. (Originally Action Item # 5.) Approve 2016 – 2018 Agreement for Chief and Administrative Services between Placer Hills Fire Protection District and Foresthill Fire Protection District.
  - a. VP Greene asked what would happen if the FH Board did not sign the agreement at this meeting?
  - b. Peter Hills, President of the PHFPD Board of Directors was present. Mr. Hills stated that the existing contract expired on June 30<sup>th</sup> and without a new agreement in place, Chief Gow would no longer be able to continue

working in FH effective immediately. Mr. Hills further stated that since the 2 districts have already been through (2) one year agreements, PH thought that a longer term was in order since the time to re-negotiate seemed to come around quickly each year.

- c. The additional \$5K per year is one half of the salary increase given to Chief Gow.
- d. Mr. Hills made the following comments pertaining to the selection of a new chief when Chief Gow retires:
  - i. PH is working with their attorney to determine how to include the FH Board in the process of hiring a replacement chief. That said, PH will make the final selection of the new chief.
  - ii. PH is currently putting together a request for quotation (RFQ) for the recruitment of a new chief. They have not decided how or where they would like to recruit.
- e. VP Greene cited the following issues:
  - i. With Chief Gow retiring before the end of the agreement, it doesn't make sense to him to enter into a 2 year contract at this point.
  - ii. With Chief Gow's recent work related injury, it seems like it would make sense to have something written in the contract about how to handle any future injuries as they pertain to the Chief providing Duty Officer coverage. FH covered the contract payment for chief services as well as a significant amount to cover the duty officer tasks.
- f. FH resident John Michelini listed many parts of the agreement that appear to need some significant changes in order to reflect current practices. Mr. Michelini further stated that in his opinion, a month to month agreement should be put in place until all of the proposed changes can be negotiated with PHFPD.
- g. President Reams urged the board to approve the agreement as is and assign a committee to re-negotiate the terms with PH.
- h. Significant back and forth discussion took place.
- i. VP Greene made a motion to request a 90 day extension of the current agreement with Placer Hills Fire Protection District in order to address the concerns FHFPD has with the proposed agreement. Director Arthur seconds the motion.

- j. President Reams announces there will be a Special Board Meeting held on July 15<sup>th</sup> at 10:00 a.m.

Motion carries.

- 2. (Originally Action Item #3). President Reams stated that this item will be moved to a discussion item on the August agenda.

- 3. (Originally Action Item #4). VP Greene made a motion to accept the 2016/2017 Middle Fork Agreement as presented. Director Reed seconds the motion.

- a. President Reams            AYE
- b. VP Greene                    AYE
- c. Director Reed                AYE
- d. Director Harkness         No
- e. Director Arthur             AYE

Motion carries.

- 4. (Originally Action Item #6). VP Greene made a motion to approve PCWA Request for Grant of Pipeline Easement. Director Arthur seconds the motion.

Motion carries.

- 5. (Originally Action Item #7). Director Arthur made a motion to adopt Resolution # 2016-03, Placer County 2016 Local Multi-Hazard Mitigation Plan Update. Director Reed seconds the motion.

- a. President Reams            AYE
- b. VP Greene                    AYE
- c. Director Reed                AYE
- d. Director Harkness         AYE
- e. Director Arthur             AYE

Motion carries.

- 6. (Originally Action Item #8). OM Metz reported to the Board that after discussing the payment of a stipend to our Resident Volunteers with districts counsel, FFPD needs to adjust its payment policy. Residents will now be paid once per month with a live check cut by the Office Manager. No taxes will be withheld and the recipients will be sent an IRS form 1099 each calendar year. The necessary changes have been incorporated into Policy #4-012 Volunteer Resident Program.

- a. VP Greene made a motion to adopt Policy 4-012 Volunteer Resident Policy with the changes as presented. Director Arthur seconds the motion.

Motion carries.

7. (Originally Action Item #9). Director Arthur made a motion to raise the amount collected for Measure M by 2.7% for tax year 2016/2017. Director Reed seconds the motion.  
Motion carries.
8. (Originally Action Item #10). Director Arthur made a motion to appoint President Reams to sit on the Hoepfer Paramedic Scholarship Interview Panel. Appointment is for One Fiscal Year, Expiring 6/30/2017. VP Greene seconds the motion.  
Motion carries.
9. (Originally Action Item #11). VP Greene made a motion to adopt the Preliminary 2016/2017 Operating Budget as presented. Director Reed seconds the motion.  
Motion carries.

**Discussion Items:**

1. Review Section III of Policies and Procedures.
2. Review Section V of Policies and Procedures, *Employee Manual*.
3. Review Safety Policy

**Reports:**

1. Labor Negotiations Report
  - a. Done, remove from agenda.
2. Firefighter's Association:
  - a. No meeting in June because of the Trailhead Fire.
3. EMS Operations Report/Deputy Fire Marshal Duties
  - a. June Call Volume:
    - I. 51 Calls
      - 32 Medical
        - a. 23 Transports
        - b. 9 Non-Transports
      - 5 MVA
      - 3 Vegetation Fire
      - 1 Structure Fire
      - 4 Smoke Checks
      - 6 Public Assists
    - II. Red Cards are complete for the 2016 fire season.
    - III. Fire Line classes will start this month for employees.
    - IV. 6 Defensible Space inspections done.
    - V. 2 New construction inspections done.

VI. 5 Hydrant tests done.

VII. New ambulance rates went into effect on May 6<sup>th</sup>.

4. Foresthill & Iowa Hill Fire Safe Council Report:

a. Chief Gow reported that the FSC is working on the “tree kill” issue.

**Closed Session: (8:08 p.m.)**

**§54957.6 Conference with Labor Negotiators**

In attendance: Chief Gow, VP Greene, Director Reed, Director Harkness, Director Arthur, OM Metz.

Regarding Negotiations with IAFF Local 3800.

VP Greene reconvened the open session at 8:18 p.m. and reported that no action had been taken by the Board during closed session.

**Action Items (continued):**

10. (Originally Action Item #1.) VP Greene made a motion to approve the MOU with IAFF Local 3800 to Cover Period 7/1/2016 – 6/30/2018. Director Arthur seconds the motion.

- |                      |        |
|----------------------|--------|
| a. President Reams   | ABSENT |
| b. VP Greene         | AYE    |
| c. Director Reed     | AYE    |
| d. Director Harkness | AYE    |
| e. Director Arthur   | AYE    |

Motion carries.

11. (Originally Action Item #2). VP Greene made a motion to accept the proposed changes to AP #118 Strike Team Policy. Updates Reflect MOU Negotiated Items. Director Arthur seconds the motion.

Motion carries.

**Correspondence:**

None

**Old Business:**

None

Meeting adjourned at 8:25 p.m.

**NEXT MEETING: THURSDAY, AUGUST 4, 2016**

**6:00 P.M.**

Respectfully Submitted:



Patrice Metz, Board Secretary