



## Foresthill Fire Protection District

P.O. Box 1099 Foresthill, CA 95631  
Office: (530) 367-2465 Fax: (530) 367-3498  
[www.foreshillfire.org](http://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 Regular Board of Directors Meeting  
Thursday, February 09, 2023  
District Administration Office  
24320 Main St., Foresthill, CA 95631

### 1. CALL MEETING TO ORDER

- a. Meeting called to order at 6:02pm

### 2. FLAG SALUTE

- a. Led by President Hercules

### 3. ROLL CALL OF DIRECTORS

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

### 4. AGENDA APPROVAL

- a. Vice President Michelini moves to approve with the agenda modifying of removal of action item 8D, due to no quorum and move closed session to March meeting, second by Director Williams, passes 3/0.

### 5. PUBLIC COMMENT

- a. None

### 6. CONSENT ITEMS

- a. Motion made by Vice President Michelini to approve the consent items; the minutes from the January 19, 2023- Regular Board Meeting, January 26, 2023- Special Board Meeting and the FM7 documents, second by Director Williams, roll call vote, passes 3/0.

### 7. FIRE CHIEF REPORT

#### District Information

- Annual Employee Appreciation Dinner was held
- Captain's meeting
- Station 88 brown-outs
- New hose testing equipment has started arriving- AFG grant funded
- AFG grant application for Type V engine started
- Handtevy application ready – Train the Trainer Course
- Lexipol policies drafts set up and staff has started to review/edit templates
- Municipal Services Review project in the process – approx. 80% complete

#### Staffing

- Assistant Chief Martin now on line
- Currently have 1 FF/PM on light duty
- 1 FF/PM left employment for another agency

- Captain assessment completed- Engineer Hinkle offered and accepted promotion
- 2 full-time FF/PM vacancy
- 1 Part-time FF/PM vacancy
- 1 Engineer/Company Officer vacancy

#### Incident Responses

- Total responses for the month of January: **64**
  - 2022: **71**      **Change YTD: -10%**
- Ambulance Transports in December: **24**
  - Total transports 1/1/22 – 12/31/22: **399**
  - 2021 = **34**      **Change YTD: -30%**

#### Training

- 131 hours for month of January

#### Community Risk Reduction

- 7 inspections for month of December
- 2022: **130** / 2021: **105**

#### Support Services/Fleet/Facilities

- Fleet:
  - E90 issue with scene lights persists
  - B88 out of service, major repairs to transfer case
  - New command vehicle is here
- Facilities:
  - St 90 exhaust removal vent is repaired

### **8. ACTION ITEMS**

- a. Approve Captain officer appointment per District policy Section 1 Item 9. Vice President Michelini moved to change it to be the Fire Chief only that has to approve this, second by Director Williams, roll call vote, passes 3/0.
- b. Permit the Fire Chief to adjust the pay rates of current staff for retention. This would be all staff adjusting to start at step 3 and be raised accordingly, effective January 28, 2023 to end Jun 30, 2023. Vice President Michelini moved to approve, second by Director Williams, roll call vote, passes 3/0.
- c. Adopting a Board Notification Policy from the Fire Chief. Staff would notify the board from a check list and notify the board members. Director Williams moved to adopt the notification, second by Vice president Michelini, roll call vote, passes 3/0.
- d. Moved to next meeting due to no quorum for budget adjustment.

### **9. DISCUSSION ITEMS**

- a. Vice President Michelini asked that we do a quick check of the goals set for 2022/2023 last May. Made note of those that have started: Resident program, Development approvals, Blue Ribbon Committee. Not done yet,: evaluate annexation of ambulance coverage area, radio grants, Mapping GIS- Fire Safe Council, Defensible space-will be Assistant Chief Martins' role (Cal Fire not doing their part), Negotiations with Local 3800-waiting for letter from them, Technology plan-President Hercules working on this, Community Volunteer Program, Training tower update asked to collaborate with Cal Fire for defensible space, maybe a grant for regional effort with Placer hills Fire.

- b. President Hercules aske the Board to check their calendars and get back to him on dates that may cause issues for attendance.
- c. Update on the Blue Ribbon Committee meeting. Met February 4, 2023 at the administration office. Chair is Gary Kirk, vice chair is Kiera Earney, recording secretary is pending. The district will set up a shared workspace on the District drive, participants emails listed on the shared workspace, solicitation of interest by other applicants not randomly selected to fill positions, coordination of next agenda and meeting date. We will have to work out the district Zoom account for meetings.

#### **10. REPORTS**

- a. Finance Committee
  - i. Will be meeting February 28 at 10a.m. Thanked Larry Davis for helping with the AFG Type V grant. Letter of appreciation for the next board meeting.
- b. Long Range Planning
  - i. Did not meet
- c. Assets and Facilities Committee
  - i. Will be meeting February 16 at 10am.
- d. Director's Reports
  - i. President Hercules reported on technology. IGA with Place County and improvements or Foresthill area are way down the line.

#### **11. NON-AFFILIATED ORGANIZATION REPORTS**

- a. Foresthill Volunteer Firefighters Association
  - i. Ordered the candy and eggs for the annual Easter event. Will be getting together a letter to ask the district for use of the Porter garage for the yard sale.
- b. Foresthill & Iowa Hill Safe Council
  - i. Will have a fire safety class on broadcast burning.
  - ii. There is now a map being produced showing the projects in our area.
  - iii. Hearing was done for the Mosquito Ridge property. Hearing officer found the property is in violation, 10 days to be fixed, issue a \$500.00 citation, had another 15 days and work was done, so citation was rescinded.

#### **12. CORRESPONDENCE**

- a. Letter from the Local 3800 from January 10, 2023

#### **13. OLD BUSIBNESS**

- a. None

#### **14. CLOSED SESSION**

- a. Moved to March meeting

#### **15. ADJOURNMENT**

- a. Meeting adjourned at 6:60pm.

Respectfully Submitted:



Shonne Epperly-Elgin  
Administrative Assistant