



BOARD OF DIRECTORS

Foresthill Fire Protection District

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

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, June 11, 2020
Meeting held via Zoom Teleconference
District Administration Office
24320 Main St.
Foresthill, CA 95631

- 1. CALL MEETING TO ORDER**
 - President Michelini called the meeting to order at 6:01 p.m.
- 2. FLAG SALUTE**
 - No salute due to time constraints
- 3. ROLL CALL**
 - All Directors were present.
 - Chief Ridley, Chief Whitt and Chief Matchum were present.
- 4. AGENDA APPROVAL**

President Michelini requested to pull item 8F from agenda, to confirm more information and add to July agenda. Motion to approve updated Agenda by Director Miller, second by Director Harkness. Roll call vote. Motion carries 5/5.
- 5. PUBLIC COMMENT**

None
- 6. CONSENT ITEMS**
 - a. Director Reams moves to approve minutes of May 14 regular board meeting, second by Vice President Simonick.
 - b. Do not have Fiscal month 11 report. Administrator Metz asked if a special meeting could be held next week to discuss these numbers. Agreed to get the pages out to the board members to review.

7. FIRE CHIEF'S OPERATIONS REPORT

Calls for May 2020

Total to Date: 296

Breakdown:

Chimney Fires: 0	Structure Fires: 1	Vegetation Fires: 0	Vehicle Fire: 1
Medical Aids: 37	Public Assist: 4	Smoke Investigation: 1	False Alarms: 1
Hazardous Leaks: 0	Hazardous Lines: 0	Vehicle Accidents: 0	Burn Pile: 1
Smoke Detector: 0	Other: 2		

Medical Transports this month: 28 Total transports for the year: 125 (2019 = 84)

EMS is 64.9% of our call volume

District Information

- Chief Ridley attended many Zoom meetings.
- Conducted an All hands General Staff meeting via Zoom. Attended by most of the Line Staff
- Chief Ridley met with Director Michelini numerous times to work on the Preliminary Budget.
- Captain Jelle has completed his probation.

- Wildland Season: Cal Fire is expected to be staffed up later this month with full staffing. Currently running one engine and two staff out of Station 11. Any Fire Camps and large fires will be dealt differently this year. I have a Special Order out on the Safe Operation of our staff while operating in that environment. Developed on best recommended practices of the National Wildland Firefighting Agencies and being followed by CalFire also,
- In communications with the Foresthill PUD on the Hydrant Agreement. Looks to be needing a Ad Hoc Committee to meet with a couple of their Board members to discuss the Hydrant Maintenance issues and related issues addressed in the 1981 Agreement.
- I issued a General Order for the potential of being involved with the civil unrest in the region. This was to address concerns brought forth by the Operation Area Coordinator.
- Participated in the Placer County Wildland/Public Safety Public Shutoff (PSPS) annual update.
- Toured the Eagle's Nest Mine to give ideas for emergency response to the site, with Medic 88 (B Shift).
- Resident Firefighter/Intern Firefighter Program will be starting on June 16th. Engineer Hinkle will be the Program Coordinator.

Facilities

- Chief Ridley and Director Michelini worked on the set up of the Department Operations Center (DOC). The DOC is operational. It does have some limitations at this time, but they are actively being addressed.
- Station 89 Sign is still in my position for refinishing project.

Apparatus

- **E90**, Monitor, warranty issues, and the Train-the-Trainer Program continue to be an issue. Some progress was made.

Lexipol

- More policies have been sent to me for review, comment, and approval.

Community Risk Reduction Division

May 2020 Activities Per Chief Matcham

- Haz Veg Inspections
 - Foresthill High School
 - Cold Springs Dr
- 9 haz veg reinspection's
 - 7 complete
 - 1 order to abate
 - 1 2nd and final notice
- DEV FEE inspection
 - Porta Venare Ct
 - Bella Vista Cir
- Encroachment inspection 4299 Yankee Jims

- Sprinkler Rough Inspection 24690 Main St
- 100% PCR review

Training (Per Chief Whitt)

- Focusing on Wildland Fire response, in house classes. R2-130 completed for most with the exception of the part timers so far
- Focusing on after action reports
- Off duty training opportunities, opportunities to do vegetation drills with Cal Fire in El Dorado County area for fire setting, hand crew cutting, line crew cutting in next 3 weeks
- Training hours have been down this month compared to last month.
- Changes to target Solutions being able to do some quick hyperlinks so it's easy for documenting in service training

Emergency Management (Per Coordinator Dong)

- June 8 scheduled a meeting between our command staff, Placer County OES, Watch Commander from Placer County Sheriff- Ty Conners, Cal Fire, Rich Hercules.
 - This was to draft public safety power shutdown response plans specifically.
 - Second to advise our DOC is up and running. Chief Ridley to schedule tour to show it to the parties involved.
 - Third was our Emergency travelers radio system. Project to procure license to establish 1610 am dedicated to provide emergency information between local agencies. One advantage of AM radio station is if power goes out people can still access the station. Need support for our funding. For the 100watt system cost is 40,000.00. Looking at 3 sources for funding. Applications start soon but nothing is to be funded until 2021. OES to issue a grant application to help local communities during a PSPS shutdown.
 - Need to get feedback on creating an evacuation map. 3 different types of maps that could be down loaded onto a smart phone or hard copy. Talked about evacuation protocols. Want to know each agencies role in an evacuation event.
- Researching other grant opportunities Factory Mutual Grant Program offered to fire departments \$2000.00-3000.00 to provide support for fire prevention materials and education. Due date is June 30. Another grant is the California Fire Foundation where companies have provided money of a range previously from \$5000.00-15000.00 support for equipment, software, communicating with the public. Will open up in July or August.
- Still have 3 grants waiting for response: Turn-outs and turn out extractor, Supplemental grant for Covid-19 PPE and disinfectant fogger, and the Type 3 engine grant.
- We are getting access to the Everbridge Emergency Notification System that allows us to send out internal call out and push emails and text messages to our community.
- Director Harkness wanted to make sure we are coordinating with the Fire Safe council groups in the area. Chief Ridley mentioned they are communicating by email only at this time of social distancing.
- President Michelini put up pictures of the DOC, showing function/capabilities. We have 6 dedicated laptops, cell phones, dry erase boards, conference room, zoom account, LCD displays, printers, vests, local tv for news, portable generator access. Plan to leave it set up through the Summer fire season.

Save the dates

- June 27: Monte Verde Estates is having an event and wants the Fire District participation.

CANCELED

- When the Social Distancing is dropped, I'm planning on a few work days to clean up Station 89.

8. ACTION ITEMS

- a. Approve Resolution No. 2020-05 **ADJUSTMENT OF SPECIAL TAX MEASURE M BY CONSUMER PRICE INDEX FOR 2020 INCREASE 2.9%**. Motion to approve Resolution by Vice President Simonick, second by Director Reams. Roll call vote. Motion passes 5/5
- b. Approve Resolution No. 2020-06, **ADJUSTMENT OF SPECIAL TAX MEASURE B BY \$7.00 PER PARCEL FOR 2020**. Motion to approve Resolution by Director Reams, second by Director Miller. Roll call vote, Motions passes 5/5,
- c. Approve second reading of Ordinance No. 2020-01. **An Ordinance Amending and Adopting the 2019 Edition of the California Building Standards Code (Title 24, California Code or Regulations) Part 9 (2019 California Fire Code) and Appendices; and Repealing Ordinance Number 2017-02 In its Entirety and any other Resolutions or Ordinances in Conflict Herewith**. Motion to approve by Director Harkness, second by Director Reams. Roll call vote, passes 5/5
- d. Approve Ambulance refund to Kaiser Permanente in the amount of 2816.86 from an overpayment received by us. Motion to approve refund by Director Miller, second by Vice President Simonick. Roll call vote. Motion passes 5/5
- e. Seek board approval for the Fire Chief to enter into an agreement with Clark Pest Control to termites at Station 90. Process to start as soon as possible, no later than mid-July, cost is \$1824.00. Motion by Vice President Simonick, second by Director Harkness. Roll call vote, motion passes 5/5.
- f. Postponed to July board meeting
- g. Board to grant approval to the Fire Chief to submit one grant application to the Department of Homeland Security- Federal Emergency Management Agency, 2020 Assistance to Firefighters- Fire Prevention and Safety Grant. Coordinator Dong explained our request of the grant to be covering \$282,000.00. Fire Prevention and Education for residents to include 2 instructors, 4 hr. class and supplies, amount requesting \$40,000.00. Second is creation of evacuation maps, with directions for routes and safe refuge, etc. amount requested \$7500.00. Last is Development of Wildland Interface for Inspection and Education. Hire part-time personnel to assess and inspect properties then use First Due software, also provide residents free chipping services for 500 residents, amount requested is \$150,000.00. Fiscal impact to us is \$14,725.00. We would hope to offset by in-kind services using current facilities, personnel, etc. Motion made by Director Miller, second by Director Harkness. Roll call vote, motion passes 5/5
- h. Board to grant approval to the Vision Statement, Mission Statement and values developed by the entire department. Chief Ridley gave background analysis about the district vision, values and Mission statement choices. Chief officers, administrative staff involved. Impact will be a cost of marketing. Motion to approve by Director Reams, second by Director Miller. Roll call vote, motion passes 5/5
- i. Adopt Preliminary 2020/2021 Operating Budget. President Michelini shared the numbers we have and is bringing in a balanced budget. Went into detail on certain items which have questions. Discussed utilities costs and how to lower, Power cot vs Power loader. Talked about the Ambulance Payments and options which could off sett the payment so it would free up money to purchase form the Capital Purchases list. Motion

to approve preliminary budget by Vice President Simonick, second by Director Harkness. Roll call vote, motions passes 5/5.

9. DISCUSSION ITEMS

- a. Director Reams talked about Station 90 work to be done. Initially the drawings were sent to the County but they say we need new drawings/recertified drawings from the architect due to a time period the County requires. May be able to get the Engineer to re certify them. President Michelini suggested we walk it in and hand carry the documentation. Director Reams will work on this further to get it done.

10. REPORTS

- a. Finance Committee
 - i. They have been working on the Preliminary budget and will now move on to the final budget.
- b. Labor Negotiations Committee
 - i. Chief Ridley wants to discuss MOU with committee direction regarding lodging for Strike Teams and long-term leave.
- c. Long Range Plan Committee
 - i. Richard Hercules still working on the AM Radio station. Requested Administrator Metz to give updated Admin contacts and representation letter to Sebastian.
- d. Director's Reports
 - i. President Michelini mentioned deputy Chief Mike Webb from Cal Fire is retiring.
 - ii. Burn Ban in effect as of Monday Jun 16 per Cal Fire. Will post on Facebook
 - iii. Request the Chief's need to work on a Disaster Staffing Plan, 6 days on, 6 days off. Chief Ridley has a verbal agreement with Cal Fire and Western Placer County Fire Chiefs Association.

11. NON-AFFILIATED ORGANIZATION REPORTS

- a. Foresthill Volunteer Firefighters Association
 - i. Firefighter Hinkle is trying to come up with ideas to help the association since the yearly garage sale is not happening.
- b. Foresthill/Iowa Hill FSC
 - i. Have not met.

12. CORRESPONDENCE

- a. None

13. OLD BUSINESS

- a. None

14. CLOSED SESSION

15. Directors Adjourned at 8:22pm to a closed session

- a. Regarding Public Employee Performance Evaluation Title: Fire Chief

16. ADJOURNMENT

- a. President Michelini adjourned the meeting at 9:30pm

Respectfully Submitted:

Shonne Epperly-Elgin
Administrative Assistant