



BOARD OF DIRECTORS

Foresthill Fire Protection District

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DISTRICT BOARD
JOHN MICHELINI
PRESIDENT
CHRIS REAMS
VICE PRESIDENT
VACANT
DIRECTOR
TROY SIMONICK
DIRECTOR
RICHARD HERCULES
DIRECTOR
JARED
MATCHAM
FIRE CHIEF

Foresthill Fire Protection District
Minutes of Regular Board of Directors Meeting
Thursday, October 13, 2022
District Administration Office
24320 Main St., Foresthill, CA 95631

1. CALL MEETING TO ORDER

- a) President Michelini called Public Hearing and Board Meeting to order at 6:02pm.

2. FLAG SALUTE

- a) Led by Captain Kirk
- b) Swearing in of new Director Elizabeth Williams by Business Manager, Patrice Metz

3. ROLL CALL

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

4. AGENDA APPROVAL

- a) Director Hercules moved to approve the agenda, second by Director Simonick, passes, 5/0.

5. PUBLIC COMMENT

- a. Community member Bertoncin thanks for District for their hard work fighting the fire, as well as educating the Community.

6. CONSENT ITEMS

- a. Motion made by Director Simonick to approve consent items; the minutes of the August 11, 2022 Regular Board meeting, minutes of the September 13, Regular Board meeting, minutes of the September 22, 2022 Special Board meeting, second by Director Hercules, motion passes 5/0.
- b. After discussion by the board about the overtime pay listed, motion made by Vice President Reams to approve the FM 02 and FM 03 Documents, second by Director Hercules, motion passes, 5/0.

7. FIRE CHIEF'S REPORT

- **August**
- 2 FT FF/Paramedics, 1 PT PFF/PM, 1 PT BLS finished orientation
- Received notification of denial of California Fire Foundation grant application for scene lighting
- **Incident Responses:** 52, total through 08/31/22: 519, total 2021: 453
- **Transports:** 26, total through 08/31/22: 265, total 2021: 217
- **Training:** 327 Hours
- For September
- **September**
- Sep 03 a fully involved residence fire
- Sep 06 Hill Fire and Mosquito Fire

- Station 88 down staffed for 8 days and moved to Station 90
- 1 PT Bls/FF hired
- Received notice the grant extrication tools was accepted and ordered.
- Received notification of partial grant for Hose Maintenance
- Incident Responses:** 43, total through 8/31/22 566, total 2021 526
- Transports:** 22, total through 09/30/22: 286, in 2021: 269
- Training-** 446 hours of training even with the incident in our area.
- Community Risk Deduction,** 10 inspections YTD 84, 25% higher than previous year.
- Support Services/Fleet-** Brush 88 is out of service and in need of expensive repairs.
- Facilities-** Porter Garage sale cleanup is done. All generators were serviced.

8. ACTION ITEMS

- a. Board to approve the repair of Fire Station 90 apparatus bay. Chief Matcham explained the needed repair and of the three bids. He suggested taking the lowest and using money from reserves. After going over the budget for this year, the Board thought it would be better coming out of developer fees, and re-evaluate it at the end of the year to put money back into reserves. Director Hercules made a motion to approve the repair using the bid from Freedom Concrete Construction in the sum of \$18,455.00 to be taken from developer fees, second by Vice President Reams, roll call vote, motion passes, 5/0.
- b. Board to declare Rescue 90, a 1999 Ford 4 x 4 as surplus and sell by auction. Chief Matcham explained the status of the vehicle that currently sits unused. Estimate of \$8000.00 in revenue from the sale, cost to district is approx. \$895.00 to remove lettering. Motion made by Director Hercules to approve the surplus of Rescue 90, second by Director Williams, motion passes, 5/0.
- c. Board to rescind current policy 2-006 Controlled Substances Restock and replace with the draft policy 2-006 Controlled Substances. Has to do with the storage, control and disposal of narcotics. Chief Matcham explained the significant changes of the accountability, tracking and disposal of our narcotics. Discussion of evidence tape for control. Discussion of disposal of expired narcotics, auditing the counts, and record keeping. Motion made by Director Simonick to approve the policy as presented, second by Director Hercules, motion passes, 5/0.
- d. Board to allow the Fire Chief to accept the grants funds of the Assistance to Firefighter's (AFG) grant for hose maintenance. We did not receive the full grant amount, but did receive a partial amount of \$4,622.47 to allow us to purchase a hose testing machine for annual testing. Chief Matcham explained how the hose testing is done. Fiscal impact, we budgeted based off the full amount, so it would only cost us \$231.13 for our 5% of the grant. Motion made by Director Simonick to accept the grant fund, second by Vice President Reams, motion passes, 5/0.
- e. Board to approve Resolution 2022-08, 2022/2023 appropriation Limit (GANN Limit). This year the limit is \$2,147,798.20, and we were under by \$286,688.00. Motion made by Vice President Reams to approve Resolution 2022-08, second by Director Simonick, motion passes, 5/0.
- f. Board to accept an anonymous donation of \$5,000.00 specifically for the Handtevy application. Donation would cover the purchase and 2 years of annual service fee. Cost to the district is \$1600.00 to cover training. Motion made by Director Simonick to accept the donation, second by Vice President Reams, motion passes, 5/0.
- g. After discussion of the Policy 4-020- Acting Duty Officer job description and IAFF Local 3800 side letter, Chief asked to go over the policy. Direction given to send the side letter to legal and table to next meeting. This item dies for lack of motion.
- h. Board to accept the renewal of liability insurance for Nov 02,2022 to April 01,2023. Discussion on trying to find other carriers, numerous companies will not write for California or will not look at insurance for us until the Mosquito Fire is fully contained. We never received the letters from the Broker when they were first sent out. We would be locked in to the new policy for 3 years. Cost in this fiscal year would be paid from November to April and Full cost in April 2023, total would be approx. \$ 120,000.00. Motion made by Director Simonick to do a budget adjustment of \$80,000.00 from reserves to cover the difference above the current budget for liability insurance and direct staff to do what needed for correct coverage, second by Director Hercules, roll call vote, motion passes, 5/0. (Staff was also asked to talk to the attorney about forcing them to cover us due to improper notice of the change in insurance companies and cost due to improper notice).

9. DISCUSSION ITEMS

- a) Director Simonick asked that the board have in place the procedure of selecting the Blue Ribbon Committee. The Long Range Planning Committee will be meeting Monday October 17 to go over this.

10. REPORTS

- a. Finance Committee
 - i. Did not meet / no report
- b. Labor Negotiations Committee
 - i. Labor contract expires June 30, 2023. Requesting closed session during the November meeting to discuss those contracts per Labor.
- c. Long Range Plan Committee
 - i. Meeting scheduled for Monday, October 17, 10am.
- d. Director's Reports
 - i. Per Director Hercules- The LAFCO executive reported on 10/12/22 that the application for the Placer Hills and Newcastle Fire District reorganization was submitted Tuesday night, 10/11/22. LAFCO staff work and review of the application was to start with the tax issues.
 - ii. Evaluation of the 5 Placer County Public Safety Answering Points (PSAP) operated by 6 different agencies for 911 fire and EMS dispatch has been added by LAFCO to the Municipal Service Reviews and Sphere of Influence determinations. This work will focus on current technologies, equipment, and whether effective procedures and practices are in use. The output may recommend changes to overall organizations, staffing and consolidation of services (who dispatches for who). The scope of work includes an analysis of current PSAP technologies, and their readiness to operate with the Next Generation 911 (NG911) systems which will likely require capital programs. This focus by LAFCO coincidentally matches the independent effort FFPD started in April, to evaluate the Placer County-wide 911 services available for fire and EMS dispatch services and issues relative to FFPD response times. Our work will be on hold, and LAFCO PSAP project will be monitored. Reports will be provided if issues arise that may apply to FFPD.

11. NON-AFFILIATED ORGANIZATION REPORTS

- a. Foresthill Volunteer Firefighters Association
 - i. Excited to be part of the Halloween candy give away. Porter garage has been cleaned up. Association yard sale grossed approx. \$39,000.00+. Association has taken the lead on the Resident Firefighter program, pushing forward a few names the Chief will be contacting. Also actively recruiting for those positions.
- b. Foresthill/Iowa Hill FSC
 - i. Did not attend / No report.

12. CORRESPONDENCE

- a. Letter from River Fuselier, Lief Lowery, and Rob Hunter with thanks to the firefighters and our district with the Mosquito fire.

13. OLD BUSINESS

- a) None

14. CLOSED SESSION

- a. None

15. ADJOURNMENT

Meeting adjourned at 7:55pm.

Respectfully Submitted:



Shonne Epperly-Elgin
Administrative Assistant