



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, January December 14, 2021
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 6:06 p.m.
- Announced a special board meeting was held prior to regular board meeting.

2. FLAG SALUTE

- No salute due to zoom constraints

3. ROLL CALL

- President Michelini, Vice President Reams, Director Simonick, Director Miller and Director Harkness were present.
- Chief Ridley, Chief Whitt and Chief Matchum were present.

4. AGENDA APPROVAL

Vice President Reams moved to approve the agenda as written, second by Director Harkness, roll call vote, approved 5/5.

5. PUBLIC COMMENT

None.

6. CONSENT ITEMS

- a. Director Miller moves to approve December minutes after some typo corrections, second by Director Simonick.
- b. Director Reams questioned about FM6 financial reports.
 - i. He asked about the vacation earned amount and how much we are liable for.
 - ii. 99.9% red flag day, that budget money has been spent.
 - iii. Class pay 199%, due to some engineers working as Captain and firefighter working as Engineer.
 - iv. S-88 44.9% of PGE budget
 - v. Running 10% behind on ambulance revenue,
- c. Still dealing with 2 long term employees Injuries. Captain Johnson and Firefighter Sett. Some categories may be out of line. FF Sett expected to be back end of month.
- d. Vice President Reams moves to approve full consent calendar after discussion, second by Director Miller. Roll call vote, approved 5/5.

7. FIRE CHIEF'S OPERATIONS REPORT

Calls for December 2020

Total: 60

Total to Date: 714 2019: 708

Breakdown:

Chimney Fires: 0

Structure Fires: 0

Vegetation Fires: 0

Vehicle Fire: 0

Cooking Fire: 0	Medical Aids: 41	Public Assist: 1	Smoke
Investigation: 3			
False Alarms: 1	Hazardous Leaks: 0	Hazardous Lines: 0	Vehicle
Accidents: 3			
Burn Pile: 2	Smoke Detector: 1	Strike Team/Mutual Aid: 0	Hasty Search: 0
Other: 8			
Medical Transports this month: 24	Total transports for the year: 289 (2019 = 258)		
EMS is 60.2% of our call volume	Transport rate is 67.2%		

District Information

- Chief Ridley attended several Zoom meetings (Townhall, COVID-19, CalOES, etc.)
- The Senior Management team met to discussion District Operational issues.
- ISO hydrant testing was slowed for several reasons, but those issues have been corrected and test should be completed in the near future.
- Meeting with Chief Rufenacht (2304) of CalFire on Operational issues. Talked about seasonal staffing with Station 11.
- Captain Written Exam was held December 16th. Five Applicants. Written test results we sent to Chief Ridley on January 5th. Working on a COVID-19 approved balance of the test. Applications were given an update on January 9th. All 5 are moving forward.
- Applied for a UASI (Urban Areas Security Initiative) Grant for 3 satellite phones and service. Should know in a few months.
- Commendations for two events:
 - November 24, 2020 Cardiac arrest "Life Save"
 - Eric Reams, Brandon Esquer, Cameron Kramer, Addison Gibson, Tyler Smith
 - January 13, 2021 Structure Fire "Life Save"
 - Eric Reams, Randy Hinkle, Rob Carpenter, Ryan Bevilacqua
- Structure Fire 24130 Foresthill Road
 - Dispatched at 11:28 am
 - Arrived at 11:32 am
 - Victim located at 11:46 am
 - Fire Contained at 11:46 am
 - CalStar Transported victim to UCD Medical Center at 12:15 pm
 - Incident closed at 17:25 pm
 - Agencies involved: Auburn Fire, CalFire, Placer County Fire, Newcastle Fire, AMR, Law enforcement PCSO
 - Total Personnel: 25 (Others: 7)
- South Placer Fire Chief Walder is retiring at the beginning of March. No one named to take his place yet.
- Utilizing the California Fire Service for the COVID-19 vaccination program. Cal. OES is asking fire agencies across the state for their Fire personnel to help distributing vaccinations. California Fire Service has adopted it. Protocol letters and releases are in place. Chief would like to offer up our agency to do Foresthill residents. Approx. 7000 people, not sure of demographic for over 18 years old to take pressure off Auburn, Roseville, etc. In turn would probably be paid much like

the Strike teams to pay for our costs. Additional PPE, signage, etc. Board question would we be using people off duty, overtime? Chief says there would be a lot of people, using staff, with off duty people, and community volunteers. Not to use our facilities, would have one of our reserve ambulances there for the wait time after the shot. Needs to find a location up here that would work, County building, Memorial Hall. Believe the State of California would indemnify the district. Probably treated as “disaster workers” to be covered by the State comp claims. If no Board members are opposed, they would like the Fire Chief to work on this as an operational issue and would request someone to confer with Labor about the working conditions for employees for any issues. Lots of questions to be addressed in the continuing meetings with the County & State departments. Director Simonick made suggestion into figuring out how many personnel would be needed and explained that at his Fire Company, they are not opening every day of the week for vaccines so they have coverage. That would be his biggest concern. Chief has gotten feedback that other agencies in the county will possibly share crews. SSV says it paramedics and EMT’s only. Out of area people coming up here to get vaccines to be addressed as well. Other option is to roll into mobile home parks and go door to door. Details are still being worked out at the State level between numerous agencies.

COVID-19

- Cases 152
- Rate is 238/10,000
- Supplies are very good. We have a back-up emergency supply established.
- Chief Ridley was able to work with the County to get 25 test kits for personnel use.

Facilities

- Station 90 Apparatus bay repairs are progressing. Windows, sheetrock and paint left. New roof has been completed.
- Laundry room at Station 90 will need some plumbing and electrical work to accommodate the new Extractor Washer and Stackable washer/dryer unit. Contacts were made to obtain bids.

Apparatus

- **E90:** Monitor, and the Train-the-Trainer Program continue to be an issue. Water leaking from plumbing. Two ball valves need to be rebuilt. Parts are on order. Temporary fix is in place.
- **Engine 88:** Leaking ball valve.
- **Medic 88:** Is in service.
- **UL Ladder replacement:** Staff Report
- **SCBA:** Received new SCBA components for our new SCBA’s. Fit testing is being conducted during the next two weeks. Have the tester back in our possession. We have all the parts to change back over.

Policies and Procedures

- Process is getting a reboot. Policies are being reviewed and updated. Final review process will need to occur before any are released.

Community Risk Reduction Division

December 2020 Activities

- RSG! monthly update meeting
- 2 admin staff meetings
- Placer County Agencies Pre-winter meeting with assorted agencies meeting about upcoming Winter issues that may come up.
- ISO hydrant flow testing. Got almost done today and records will be forwarded after it's done tomorrow. Positive change on some of the hydrants with the work PUD has done.
- Established relationship with Ring Neighbors to start public safety account. This gives us access to video if we need something for fire call investigations, etc. after contacting Ring owners.
- Board of Directors special meeting

Community Risk Reduction

- Dadurka minor land division will serve letter
- 1 LPG inspection
- 1 Fire Sprinkler final inspection
- 1 WUI Final inspection
- State Mandated inspection of Brew Master's Deli
- 4 Hazardous vegetation reinspection's

EMS

- Review of 100% of PCR's and incident reports
- Massimo EMS training with some of the crews. This is the pulse-ox training and CO measurements.
- Relating to Ems regarding the recent structure fire, from the time of first unit going on scene to the time of patient having first recorded blood pressure reading was 24 minutes. Since the first attack going to a fire like this is laying lines, fire suppression, building search, etc., having it done at 24 minutes is incredibly good.

Training Report per Chief Whitt

- Total Hours: below 200 training hours for month of December.
- Training covered Y-line knots, residential ventilations, officer training was for investigations.
- Went into details on the recent fire at the Mobile home park. Extremely proud of the crews that did the fire. It was not luck that they happened to do the right thing. It's based on their training and decision making that made it go so well. They were by themselves for 15 minutes prior to assistance. What they did with 4 people was amazing.
- SCBA's, 4 units and the Rick pack. Trying to get a large face piece for one of our Firefighters. Thanks to Captain Jelle to make sure testing is done and equipment works.
- Tribal fire wants to come up in next couple weeks. Chief Whitt will work with Chief Matcham about easements and areas that need to be trimmed up. They want to do some S-212 task book training, in lieu of this they can do fire prevention/fire shade work to be signed off.
- Chief Ridley added about the incident of the Mobile Park fire. Thanked by many people in the community with praise for the crews that did the job.

Emergency Management per Chief Ridley

Grant season started in November so we are going to be pursuing new grants as they come up. Chief Dong will assist us with getting some for our radio system, smoke detectors, batteries.

Continued comments

President Michelini mentioned about the Covid cases in our community. Encourages people to take precautions when out and about in town. Mentioned how catastrophic it could be if it ran through our firefighters.

8. ACTION ITEMS

- a. To determine Committee Assignments through December, 2022. Currently Finance: Michelini / Reams. Long Range Planning: Miller/Michelini. Labor Negotiations: Simonick/Harkness. Motion made by Director Simonick to extend assignments as currently assigned, second by Director Harkness. Roll call vote, motion passes 5/5.
- b. Sale of Real Property at Monte Verde Estates. We now have a contract to finish this. Motion made by Director Miller to approve sale of real property with all costs to be paid by Monte Verde Estates (\$10.00), second by Vice President Reams. Chief Matcham mentioned about the trees they wanted taken out to be used for the Tribal work. Roll call vote, motion passes 5/5.
- c. Approve Fire chief to purchase new Desk Top computer for Business Manager and that current computer to be moved to Station 88. S-88 computer is running old system that is a security liability. Administration computer would need to be upgraded as well. The anticipated cost of \$1,065.40 to be charged to Administration-Professional Services. Decided to take the money from capital improvement account that was budgeted for computers. Board decided this didn't need to be voted upon because it is budgeted for already. Removed from the agenda.
- d. To replace ground ladder for Engine 90. Replacement to be a Duo-Safety 900A, 24-foot ladder. Anticipated cost is \$890.00 charged to Emergency Operations- Small equipment and Fire equipment budget. This was checked with the most recent ladder testing done December 03. This ladder had a loose rung and needs to be repaired. Had the same issue with the past test of 2019. Our ladder is not marked "out of service" but "non-compliant". After checking into cost of repair, it was found that it would be easier for us to buy a new ladder. Replacement will take 12-18 weeks out due to Covid. Best price out of the 3 quotes is with FirePenny. The cost of \$890.00 does include the shipping cost. At this time there is adequate money in the budget for this purchase. No vote needed since it's in the budget. Mentioned to note buying something out of state and having to pay sales tax.
- e. Approve composition of letter of support for PUD grant for the line from Thomas Street to Sebastian building for modern hydrants. Hank White from PUD said he would like a one-page letter showing the fire department is in support of this for their grant request with Placer County Water Agency for approx. \$1.6 mil. Deadline is in February. Motion made by Director Harkness to allow Fire Chief to work with PUD and do the letter of support, second by Director Miller. Roll call vote, motion passes 5/5.

9. DISCUSSION ITEMS

- i. Brewmasters Deli wants to give the Fire Department some coupons for free meal for employees. Chief asked if this is allowed or against the rules per Rules and Procedures. Board decided it would be better to be donated to the Association instead of the Department.

- ii. Patrice Metz said that one firefighter wants to use part of their 9% base toward their health care cost above their current base. President Michelini suggested Labor look into this pretax contributions and legality of doing so. Then be on next month's agenda. Suggested to have the Union make a proposal first.
- iii. Jodie Barram from Ready, Set, Go asked about Iowa Hill Fire safe Council and if they have any information on their CWPP (Community Wildfire Protection Plan). They are having a meeting with IAFC Friday about the lead up to any Spring demonstrations.
- iv. Rich Hercules reported on the Radio
 - 1. Civil Engineer Analysis Complete for ADMIN Tower
 - a. record of analysis and drawings for District files
 - b. Revised tower installation cost in process, pending material quotes
 - c. Lightning and grounding parts list and fence quotes pending
 - 2. FCC Cause Filing for High Power Waiver Submitted
 - a. Emphasis on FFPD environment; derived text from resiliency grant
 - 3. Shelter work continues
 - a. Minor framing, door and exterior paint
 - b. Interior paint plus coax entry panel, locks
 - 4. Porter Antenna Install
 - a. Soil conditions and ground plane
 - b. Volunteer bucket truck schedule
 - c. Install coax and grounding components
 - 5. Electrical and generator supplier quotes being parsed
 - 6. Most Installation kits completed
 - a. Antenna grounding and matching devices
 - b. Coax components
 - 7. Message Computer Configuration and Settings
 - a. Conversion of manufacturer manual instructions to user friendly templates
 - b. Audio and software documentation being developed
 - 8. Messages and Voice Talent
 - a. Prerecorded messages for NOAA/NWS are on the system
Contacted HS staff for local voice talent; significant interest
 - b. District process to create specific messages has been outlined
 - c. Template for process distributed - only one response WSER interest
 - 9. Policies for ALERT Use and Activation
 - a. Self-generated policies or Lexipol Templates
 - b. Absolute messages for scenarios that are contemplated by District
 - c. Communications and Plan by the District for Other Agencies Use

10. REPORTS

- a. Finance Committee
 - i. Did not meet
- b. Labor Negotiations Committee
 - i. Not met, staffing agreement has been put on hold.

- c. Long Range Plan Committee
 - i. Did not meet
- d. Director's Reports
 - i. Tree limbs over Station 89 have been trimmed.
 - ii. S-90 Engineer did not approve it and is getting together with the Construction company to get it fixed. Has to do with the brackets to put the beams on. Sheet rock, exterior trim and paint to be done in next weeks.

11. NON-AFFILIATED ORGANIZATION REPORTS

- a. Foresthill Volunteer Firefighters Association
 - i. None
- b. Foresthill/Iowa Hill FSC
 - i. None.

12. CORRESPONDENCE

- a. None

13. OLD BUSINESS

- a. Director Reams asked about the timeline for the possible situations of employees being investigated. Chief Matcham says they are completing interviews of witnesses and will determine if they need to move on to interrogations.

14. CLOSED SESSION

- a. None

15. ADJOURNMENT

- a. Meeting adjourned at 8:08pm

Respectfully Submitted:



Shonne Epperly-Elgin
Administrative Assistant