



Foresthill Fire Protection District

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www.foresthillfire.org

DISTRICT BOARD

CHRIS REAMS

PRESIDENT

KEVIN GREENE

VICE PRESIDENT

WALTER REED

DIRECTOR

RICHARD ARTHUR

DIRECTOR

TYLER HARKNESS

DIRECTOR

KIRK KUSHEN

FIRE CHIEF

Minutes of **Regular** Board of Directors Meeting
Thursday, September 13, 2018
Foresthill Fire Protection District Administration Office
24320 Main St.
Foresthill, CA 95631
Video: <https://vimeo.com/290087573>

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

Directors in Attendance: Reams, Arthur, Greene and Harkness.

Directors Absent: Reed

Staff in Attendance: Chief Kushen and Secretary Metz.

Approval of Agenda: VP Greene made a motion to approve the agenda as presented. Director Arthur seconds the motion. Motion carries.

Approval of previous Meeting Minutes:

- Director Arthur made a motion to approve the minutes of the August 9th regular meeting as presented. VP Greene seconds the motion. Motion carries.

Approval of Financial Report:

- Financial Report not available. Placer County is having issues with their new reporting system. We haven't received financial reports for Month 1 or Month 2 yet. County says plan is to have both months available by 9/30.
- Our 2017/2018 audit was conducted on Friday, 9/7. There weren't any surprises. We ended the FY \$204,715.29 in the black. We should have final audit for the November meeting.
- I have fielded probably 20-25 phone calls from residents asking questions about Measure F.
- As usual, I'm going to apply for Dry Period Financing. This way the BOS can approve it. We will come back to the fire board for approval if we find we need to use it.
- The total for the replacement of the water heater and water damage at Admin. cost approx. \$500.
- Captain Reams, FF Rotheram and I have been working together these past few weeks on developing updated ambulance billing procedures which, when complete, will update our ambulance charges and put us in a position to go 100% paperless for PCR's and all billing functions. This will cut billing time by 90% of what it was a year ago.

Fire Chief Operations Report:

Significant calls:

Veg fire on Foresthill Rd near Everybody's Inn. A FHF engine with a single firefighter was on scene in less than 5 minutes and started knocking down the right flank which was threatening a home. Contained to under an acre. The medic unit was off the hill on a transport.

Veg fire in Driver's Flat area. Fire turned out to be on the South side of the river. FHF units were first on scene by several minutes and present down at the river about 30 minutes prior to being assisted by Cal Fire suppression apparatus to address any spot fires onto the FH side. FHF Chief, BC and B90 remained assigned at the incident until released at about 2230.

Back to back injury vehicle accidents occurred the day of the garage sale. Foresthill medic transported from the first accident. AMR had to be called from Auburn for the second. The firefighter on the engine was alone.

Three upcountry calls for injured or ill patients in wilderness areas on trails. The calls each required the medic unit to be unavailable within the district for hours each time. Two were none transport and one Pt self-transported. Each time the firefighter back in district was alone on the engine. AMR came up once for hard coverage.

M88 responded to a medical aid on the 43 Road off Mosquito Ridge. They assisted a USFS cover engine with Pt care and transported the Pt to a nearby LZ for air ambulance transport.

- Strike Team: Since B88 returned from the Ferguson Fire in early August, there have been no more deployments due to staffing shortage. FHF had to be removed from the strike team rotation and two strike team opportunities were missed.
- Staffing: Capt. Matt Bowers, 11 year FF, accepted employment with Auburn City. Capt. Keith Hernandez, 16 years, to be hired by S. Placer in next couple weeks. FHF will only have 2 full-time paramedics.
- Special Events: Volunteer garage sale on 8/4 and 5 successful. Nearly \$49,000 before expenses.
- Western States 100 Mile Tevis Cup horse race was Saturday 7/28. FHF unable to staff. Event contracted with AMR ambulance. USFS and Cal Fire to assist that ambulance until event moved into FHF District east of Michigan Bluff. No significant related incidents
- Prevention: Two new subdivisions which have been on hold for 12 years moving forward. Working with planners to update project plans to address new fire and wildland interface requirements. Phased 80 homes on Spring Garden / 15 in Trailhead Estates.
- Numerous new construction site inspections and flow tests. Several construction final sign off inspections.

Apparatus: All apparatus currently in service. B88 required a lot of maintenance and repairs due to heavy use on strike teams.

Grants: Regional prevention grant.

Still waiting for update on regional SCBA \$200,000 grant to replace outdated SCBAs that were originally acquired with grant in 2003.

Regional radio grant to replace outdated radios still pending approval.

Action Items:

1. Adopt Master Agreement between Placer Hills Fire Protection District, Newcastle Fire Protection District and Foresthill Fire Protection District for the purpose of providing reciprocal fire protection and related services under this joint operations agreement.
 - a. Final agreement includes Newcastle Fire. It has been vetted through FFPD's counsel and labor.
 - b. Director Harkness believes that that the 180 day notice required to withdraw from the JOA is too long. He would like it to be 60 days.
 - c. Director Arthur made a motion to adopt the JOA as presented. VP Greene seconds the motion. Motion carries.
2. Adopt Final 2018/2019 Operating Budget.
 - a. President Reams reported that the final budget is almost identical to the preliminary budget that was passed in June, 2018. If the tax measure passes next week the Board will have many decisions to make and will need to revise the budget.
 - b. VP Greene made a motion to adopt the Final 2018/2019 Operating Budget as presented. Director Arthur seconds the motion.
 - i. Reams AYE
 - ii. Greene AYE
 - iii. Reed ABSENT
 - iv. Harkness AYE
 - v. Arthur AYE

Budget is adopted.
3. Approve Revision(s) to job descriptions:
 - 4-005 Captain
 - 4-007 Engineer
 - 4-008 Firefighter
 - a. Chief Kushen reported that only the Captain Job Description was ready for review. The entire document has been changed from the previous version. It has not been reviewed by Labor yet.
 - b. VP Greene stated that if the tax measure passes, all 3 agencies should adopt the exact same job descriptions.

- c. VP Greene made a motion to table this item until October. Director Arthur seconds the motion. Motion carries.

Discussion Items:

1. Volunteer Recruitment Status.
 - a. We have received 0 Volunteer applications.
2. State Parks Expansion Project
 - a. President Reams reported that meetings regarding this item are coming. Chief Kushen reported that this is a long term project for State Parks.
3. Measure F Community Education Project.
 - a. President Reams reported that all of the work has been done. We're just waiting for the outcome of the election.
4. SAFER Grant – Status Update
 - a. Chief Kushen reported that FFPD has been awarded a 3 year SAFER grant to add a 4th person on each shift. The amount of matching funds the District will be required to contribute is \$214K. Further, Chief Kushen was able to secure an extension until 10/30 for the District to accept or decline the grant. If the tax measure doesn't pass, we will not be able to afford to accept the award.

Reports:

1. Finance Committee (Reams/Greene)
 - a. None
2. MOU Negotiations (Arthur/Harkness)
 - a. Will need to meet right after the election.
3. Long Range Plan Committee
 - a. None
4. Firefighter's Association
 - a. Association Vice President, Eric Reams reported that the next event is Halloween.
5. Iowa Hill and Foresthill Fire Safe Council
 - a. None
6. Director's Reports
 - a. None

Correspondence:

1. Notice of Intention to Engage in the Sale of Alcoholic Beverages.
 - a. A notice was received from the business getting ready to open in the old pizza parlor building. They are petitioning to serve beer and wine.
2. Letter from Chief Kushen re: Ongoing Maintenance and Repair Costs of Agency Assets used by Multiple Agencies.
 - a. Chief Kushen spoke to the correspondence.
 - b. VP Greene stated that in Nevada County each district, as part of their JOA, deposits a set amount of funds into a pot to be used to pay for such maintenance and upkeep of shared assets.

Old Business:

- None

Public Comment:

- Paula Bertoncin asked if the tax revenue from the 92 new parcels to be added in Foresthill will help bolster the tax revenue.

- Chief Kushen reported that they will be added to our tax rolls at the \$.06 per \$1.00 of assessed value.
- Ray Miller requested that the Board call a Special Meeting to begin discussing future plans for the District right after the election.

Meeting adjourned by President Reams at 7:21 p.m.

NEXT REGULAR MEETING: THURSDAY, OCTOBER 11, 2018 6:00 P.M.

Respectfully Submitted:



Patrice Metz, Board Secretary