

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT
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Alex Harvey
Peter Hills
Stephanie Stuart
Bret Tresidder
Mark Wright

MINUTES OF THE REGULAR MEETING; November 6, 2013

1. Call to order; Flag salute; Roll call:

Director Hills convened the regular meeting at 7 p.m.

Directors in attendance: Harvey, Hills, Stuart, Tresidder and Wright.

Staff in attendance: Chief Gow, District Manager Lofrano, Firefighter Ireland.

Guests: Mr. Lofrano, Mr. Love and friend, Mr. McCray, Mr. Proctor and Mr. Stuart

2. Agenda approval:

The agenda was approved as posted. (Wright/Stuart).

3. Approval of the minutes:

The minutes of the regular meeting on October 2, 2013 were approved as written. (Tresidder/Harvey).

4. Public Comment: None.

5. Correspondence (not covered in Agenda items below): None.

6. Information items:

a. *Fire Chief Ian Gow's report*

- Many calls last month. Responded to 2 structure fires in Colfax. The district will be reimbursed for Water Tender 86 that was on an incident in Alta for 12 hours. Crews put out a structure fire in Heather Glen. A spark from the chimney started the surrounding vegetation on fire which then burned back to the home. There was also an escaped debris burn.
- Engineer Wood and staff have replaced the deck to the living quarters at Station 84. Mr. Lofrano spent all day assisting with the stairs.
- Crews attended a countywide extrication drill at the casino in Lincoln. The district traded coverage with Auburn City.
- Chief Gow attended the career day at Colfax High School. He met many students who are interested in the fire service and will be participating in the Regional Occupational Program.
- Two boy scouts are working on eagle projects; landscaping the corner of Placer Hills and Combie Roads, and making a sign for the baseball field behind the Applegate fire station.
- A grant from Placer County will allow part-time employees to conduct defensible space inspection along Placer Hills Road and Eden Valley. This will be good PR and education for our constituents.
- Chief Gow has approved 2 AT&T towers in the district – one on Coyote Hills and the other on Meadow Gate.

b. Association Report: John Ireland

- The meeting was well attended. Discussed fund raising ideas and improvements for Pioneer Day.

7. Discussion and Action Items:

a. *Amendment to Final Budget for FY 2013-14 to reflect a 1% increase in salaries:*

Director Stuart would like the public and firefighters' opinion from the December 2012 meeting about the differential between Administration and front line personnel to be taken into consideration. She would like to see the salaries of the front line personnel be commensurate with their job duties. Director Harvey felt that non-safety should be bargained for separately and not just a blanket 1% increase for everyone. He would like a salary survey conducted for the Chief's secretary job description. As part of the Personnel Committee, Directors Harvey and Stuart would like to develop a long range goal for staff salaries. Director Stuart wants to be able to justify or defend the decision made on salaries. She is concerned about the part-time employees and apprentices. Director Tresidder felt that not filling the 2 full-time positions has compounded the issue. Discussion followed on bonuses and other avenues of compensation. Mr. Lofrano stated that this district has always been a training department due to the lack of funding. Motion made and approved unanimously to adopt the budget update which reflects a 1% increase in salaries for all personnel except the Chief. (Stuart/Harvey).

b. *Resolution No. 2013-08 approving Cal Fire grant award of \$4,340:*

Staff is looking at single layer wild-land pants. Motion made and approved unanimously to adopt Resolution No. 2013-08. (Wright/Tresidder).

c. *Adoption of 2013 California Fire Code and the Placer County Amendments:*

Chief Gow reported that the Fire Codes are updated every three years. Placer County's Fire Marshal has some amendments. There have been no significant changes. The documents are available but not in the Directors' packets. Motion made and passed unanimously to approve the adoption of the 2013 California Fire Code with the Placer County amendments. (Harvey/Stuart).

d. *Policy Amendments; Strike Team and Holiday policies:*

Motion made and passed unanimously to approve the increase of the volunteer stipend on strike teams to \$130 per day to coincide with the 1% increase in salaries. (Stuart/Harvey). Motion made and passed unanimously to approve the changes to the Holiday policy. (Wright/Harvey).

e. *Draft of a Reserve Fund policy:*

Director Hills reported that very few fire agencies have a written policy. The Finance Committee will meet and review the sample policy from Byron Bethany Irrigation District.

f. *Draft of Bylaws for the Board of Directors:*

Director Stuart said that the first responsibility of a new Board Director is to read and understand the Bylaws. She distributed copies of the Bylaws she has drafted to the Board members. The Board will meet at 6pm on December 4, 2013, before the next regular meeting to discuss the proposed Bylaws.

g. Discussion regarding ongoing County EMS issues:

Chief Gow reported that the Placer County Chiefs are working on standardizing equipment and training and looking at mergers of fire agencies and dispatch centers. LAFCO is required to review the efficiencies of the emergency services every 5 years.

Sac Metro Fire has found out that there are State monies available to reimburse agencies for half of the fees that are not paid on bills for transporting services. There is also some talk of using medics in the field to reduce the numbers of patients at the hospitals. AMR's ambulance contract is up in 2016. Ms. Pinette, Director S-SV EMS Agency, has the option to extend the contract or to go out to bid. AMR would accept any reasonable contract. Rocklin and Roseville are interested in transporting. Staff conducted a study several years ago and concluded that providing transporting services would be a break even proposition for this fire district. Chief Gow suggested that Ms. Pinette, S-SV and Mr. Cunha, OES give separate presentations to the Board.

There is discussion of a JPA for EMS services. Sac Metro Fire has been meeting with the Placer County Supervisors. An agency with jurisdiction in 2 counties is exempt from the ERAF property tax shift. Sac Metro Fire has started transporting services using non-union employees, but these employees must join the union after 2 years. Sac Metro Fire could transfer its 201 rights to Placer County. Chief Gow will be attending the meeting tomorrow to decide the contractor for the Municipal Services Review.

h. Review of District utility providers:

Staff conducted a survey of available phone, internet, and TV providers. Staff is looking at bundling options with AT&T.

i. Ongoing discussion of future ballot measures for additional funding:

Director Hills reported that the Long Range Committee did not meet. Consensus is to not move forward with a measure with the Cal Fire fee still in place.

j. Budget update and approval of expenses of \$98,082.63 for October 2013:

Over budget in apparatus maintenance and medical expenses. Motion made and passed unanimously to approve the budget update and the check register for October 2013. (Tresidder/Harvey).

k. Adjourn to Closed Session; Govt. Code 54957.6(a) Labor Negotiations; Board to discuss Memorandum of Understanding:

The Board went into closed session at 8:37 pm. Open meeting resumed at 8:50 pm. Director Hills believed that an agreement has been reached with the MOU and anticipated that it will be on next month's agenda.

8. Directors' comments:

a. Report on activities of interest to the District which the Director is engaged in or is considering. No action will be taken on these items at this meeting.

Director Stuart volunteered to draft a letter about the State Fire Fee to post on the website and community notice boards.

b. Request items for inclusion in subsequent meetings, or request a special meeting:

Ms. Pinette, S-SV EMS requested to address the Board at the December meeting. Mr. Cunha will be asked to address the Board about communication issues at the meeting in January 2014

c. *Reminder of next Board meeting:*

Wednesday, December 4, 2013 at Station 84. 6 pm Bylaws Workshop. Regular meeting to commence at 7 pm.

b. Adjournment:

Motion made and approved by all to adjourn the meeting at 9:50 p.m. (Tresidder/Wright).


Respectfully submitted by: 
Gillian Lofrano, District Manager

Approved by:

Alex Harvey 

Peter Hills 

Stephanie Stuart _____

Bret Tresidder 

Mark Wright 