

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT

P.O. Box 350, Meadow Vista, CA 95722

(530) 878-0405 Fax (530) 878-0959

www.placerhillsfire.org

MINUTES OF THE REGULAR MEETING; April 2, 2014

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

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

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

Staff in attendance: Chief Gow, District Manager Lofrano and Captain McKinney.

Guests: Large crowd in attendance.

2. Agenda approval:

Item 7g draft of the Board's Bylaws was continued to next month's meeting. The agenda was then approved. (Tresidder/Wright).

3. Approval of the minutes:

The Grand Jury has not contacted the District about Board members ethics training. All Board members have completed this training. The minutes from the regular meeting on March 11, 2014 was approved. (Wright/Tresidder).

4. Public Comment: Mr. Jeff Root, former Assistant Chief of Placer Hills Fire District, encouraged the Board to renew Fire Chief Gow's contract for another 2 years. Mr. Root had compared the salaries between the ranks of Chief and Captain from surrounding fire departments. He noted that the District's Captains receive a higher percentage of the Chief's salary than the Captains from the other agencies. Directors Hills and Stuart are currently in contract negotiations with Chief Gow.

Director Hills shared an article from "PublicCeo" on departmental mergers in California.

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

6. Information items:

a. *Fire Chief Ian Gow's report*

- Crews restricted a dryer fire in a home in Winchester to the room of origin. Crews were flawless in their operations. The response time was so quick that the sprinklers did not have time to activate.
- Sold Water Tender 85 for \$17,500 (cash).
- Caltrans plans major overpass roadwork on I80. Chief Gow is working with the Caltrans Manager.
- The Knox keys, which open up schools and businesses in the district, have been secured in a safe bolted to the engines. Director Stuart requested a policy. The safes will be added to the rig check form.
- New construction and plan checking is picking up in the district.
- Chief Gow has spent 48 hours at Foresthill on 12 trips. He had a 5 hour staff meeting that went well. There was a small attendance at the Board meeting last night – the previous meeting was packed. Chief Gow met with the lead staffers for Congressman McClintock and Senator Gaines and discussed possible funding for Foresthill. Foresthill will receive \$17,000 from the middle fork project and a rebate of \$10,000 from insurance coverage. Foresthill anticipates approximately \$20,000 in GEMT reimbursements. (Medi-Cal Ground Emergency Transportation Supplemental

Reimbursement Program). District Manager Lofrano met with Foresthill's bookkeeper.

- Chief Gow anticipates about 100 hours of staff time to prepare for the ISO evaluation in May. We currently have a rating of "5" with a rural "8". This may be reduced to a "4" with full-time staffing, hydrants and maintenance programs.
- The Fire Chiefs are negotiating with S-SV EMS Agency over the ambulance contract. AMR does not want to go out to bid.
- The consultant, picked by the Fire Chiefs, has started working on LAFCOs Municipal Service Review looking at cost savings through annexations and mergers.
- The Dekkon module for Dispatch's CAD program will automatically "move up and cover" the closest resources. This will also include a Battalion Chief.
- An active shooter drill is scheduled for April 26, 2014 in Colfax. Chiefs Gow and Paulus have developed Standard Operating Guidelines (SOGs).
- The fire hazard clearing along McElroy Road is done.
- Received a grant for wildland turnouts. Still waiting to hear about the SAFER grant. Crews are conducting defensible space inspections through a Placer County grant. The district may receive an additional \$5,000 funding for the inspections.
- Captain Nelson, Engineer Chambers and Lieutenant Drone from Foresthill are working on the Fireline Medic and EMT programs.
- Working on a new SOG for maintenance. Engineer Lippold is getting all the routine maintenance done.
- Awards night is May 31, 2014 at the Meadow Vista Park.
- Fire Marshal Kirk from Foresthill is helping Captain Nelson with pre-planning.

c. *Colleen Lewis Auxiliary report*

- Responded to structure fire in Applegate in January. Introduced John & Bev McDonough and Dwight Whetstone who were original members of the Auxiliary.

d. *Captain Nelson's report*

- Fire Ops 101 training offered to Board members.
- Wildland refresher training scheduled May 12 through May 16.

e. *Finance committee report under Item 7c.*

7 Discussion and Action Items:

a. *Placer County LAFCO call for nominations for Special District Representative:*

There was no interest from the Board members. Motion made and approved by all to support Director Reams from Foresthill in his nomination. (Stuart/Harvey)

b. *Staff request to purchase Knox safes for the narcotics:*

Safes have already been installed in Engine 86 and Station 84. Staff requested a large safe for Station 86 and 3 smaller safes for Engine 84, Engine 84B and Brush 86 for a cost of \$4,400. Motion made and passed unanimously to approve the purchase of the safes. (Tresidder/Stuart).

c. *Fire Facility Fee Plan and Schedule update:*

Director Hills reported that the Finance Committee met and were uncomfortable with the draft data submitted to the district. Staff was then directed to question the

estimated population growth and the interpretation and clarification of planned versus existing facilities.

d. *Revision of the Controlled Substance policy:*

The narcotics can only be controlled by Paramedics, Nurses or Physicians. The narcotics will be secured in the station safes if the Engine Company is BLS. After some discussion, a motion was made and passed unanimously to approve the amended policy to be implemented when all the safes have been installed. (Wright/Stuart).

e. *Ongoing discussion of possible measures for public funding:*

This item was removed from future agendas.

f. *Budget update and approval of expenses of \$96,886.22 for March 2014:*

The Finance Committee met last month and recommended no changes due to current revenues. Over in apparatus maintenance and expendables due to the narcotic safes. Motion made and passed by all present to approve the budget update and the expenses for March. (Tresidder/Harvey).

g. *Draft Bylaws/Policies for the District's Board of Directors:*

This item was continued to the regular meeting on May 7, 2014 at 6 pm. Director Wright will forward the draft bylaws electronically to District Manager Lofrano for distribution to the Board.

The Board went into Closed Session at 7:55 p.m.

h. *Adjourn to Closed Session:*

- a.i. Govt. Code Section 54957.6 (a) Labor Negotiations: Board to discuss Memorandum of Understanding with NCPF Local 3800
- a.ii. Govt. Code Section 54957: Public Employee Performance Evaluation (Chief Gow)
- a.iii. Govt. Code Section 54957.6: Conference with Labor Negotiators (Hills and Stuart) (Fire Chief)

Board reconvened into open session at 10:12 pm. Director Hills reported that the negotiating team was given direction under item i of closed session. There was no announcement for item h-ii or h-iii.

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.*

b. *Request items for inclusion in subsequent meetings, or request a special meeting:* Director Stuart requested that the draft agenda be available for Board review in a timelier manner for submitting changes.

c. *Reminder of next Board meeting:*

Wednesday, May 7, 2014 at 6 p.m. at the Meadow Vista Fire Station.

b. Adjournment:

Motion made and approved by all present to adjourn the meeting.

Respectfully submitted by: _____

Gillian Lofrano, District Manager

Approved by:

Alex Harvey _____

Peter Hills _____

Stephanie Stuart _____

Bret Tresidder _____

Mark Wright _____