

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; July 2, 2014

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

Director Hills convened the workshop and regular meeting at 6:00 p.m.

Directors in attendance: Hills, Harvey, Stuart (a few minutes late), Tresidder and Wright.

Directors absent: None

Staff in attendance: Chief Gow, District Manager Lofrano.

Guests: Several guests.

2. Agenda approval:

The agenda was approved as posted. (Tresidder/Harvey)

BOARD WORKSHOP

The Board continued discussions on the third draft of the District's Bylaws. Mr. McCray suggested that applicants should be allowed to attend the Board deliberations when they are making an appointment for a vacancy on the Board. The Bylaws will be an action item on next month's agenda. The Board will have a final electronic review before releasing to the public. There was a short recess before the regular meeting was reconvened at 7 pm.

3. Approval of the minutes:

The minutes from the regular meeting on June 4, 2014 were approved. (Wright/Harvey)

4. Public Comment: None

5. Correspondence (not covered in Agenda items below): Received a report by the Grand Jury regarding Special Fire Districts open-meeting and ethics law compliance.

6. Information items:

a. *Fire Chief Ian Gow's report*

- Foresthill's Board met last night. The Board approved a Company Officer position and signed the one year Agreement with Placer Hills for Administrative Services with very little discussion. The Board President resigned 2 weeks ago.
- There was a structure fire just off the freeway in Colfax with significant "spotting" from the embers. Fuel moistures are 6 weeks ahead of schedule. Timbers are kiln dry. Chief Gow posted a safety memo regarding the extreme fire conditions.
- Commercial inspections are up to date.
- Chief Gow met with journalist, Penne Usher, who has returned to the Auburn Journal. She understands the fire service and will improve our public visibility.
- Flyers have been posted for part-time firefighters and interns.
- After a lengthy process, Placer County hired "New World Systems" to provide computer aided dispatch services. Placer County Fire Chiefs bought "Thinkstream" interoperability solution to connect together the various CAD systems in the County. The Chiefs also purchased the "Dekkon" move up and cover module. However, New

World is not working for law. The County currently uses Tiburon and Tiburon 2 may be able to do what they want. Roseville is continuing with New World for fire dispatch. The Chiefs will be meeting with Sheriff Bonner. At this time the district gets free dispatch and no share of Proposition 172 monies. Dispatch from Cal Fire would cost about \$50 per call but there is a time delay to transfer from 9-1-1. Roseville is interested in dispatching for the district. We currently get top notch service from Placer County dispatch.

7 Discussion and Action Items:

a. *Fire Chief's employment contract:*

Director Hills reported that the contract had been approved unanimously by the Board in closed session. Motion was made and approved unanimously to approve the employment contract with Chief Gow. (Tresidder/Wright). The term of the contract goes through December 31, 2016 with up to six one month extensions if needed. Mr. Prigmore voiced his support for Chief Gow and suggested overlapping the new Chief with Chief Gow when the time comes.

b. *Contract to provide Administrative services to Foresthill FPD until June 30, 2015:*

Foresthill FPD has reduced their Fire Marshal's hours by 50% so he will have minimal time for Placer Hills. The services of the EMS Administrator will be shared. Representatives of both Fire Boards will meet on a quarterly basis to discuss long term potentials. Foresthill employees are joining the same union as Placer Hills. Chief Gow reported that the EMS Administrator is already running our CQI. Director Hills suggested using \$50,000 to staff a duty officer when Chief Gow is in Foresthill and leave \$10,000 to cover incidentals. Director Harvey noted that this will be good experience for staff and have a ripple effect. Chief Gow reported that approximately 60% of his time is spent administering Placer Hills and 40% Foresthill. Director Stuart supports the contract but would like further discussions on staffing. Motion made and passed unanimously to approve the contract with Foresthill FPD to provide administrative services until June 30, 2015. (Stuart/Tresidder).

c. *Fire Facility Fee Plan and Schedule:*

After six months of discussions with the consultant, the district received the final report of the Fire Facilities Impact Fee Study and Schedule. The Board needs to set a Public Hearing at the next regular meeting. The proposed fee for a new home up to 2,400 square feet is \$1,635.00 and \$0.68 per additional square foot. There is a slight decrease for commercial buildings. Motion made and approved unanimously to notice the Public Hearing for the August meeting. (Tresidder/Stuart)

d. *Grand Jury report on Special Fire District open meeting and ethics law compliance:*

Motion made and passed unanimously to form an ad-hoc committee to go over the findings and report next month. (Tresidder/Harvey) Directors Tresidder and Harvey volunteered to be on the committee.

e. *Budget update and approval of expenses of \$108,381.97 for June 2014:*

Still waiting for the final revenues and expenses for the fiscal year. Motion made and passed unanimously to approve the budget update and the expenses so far for June. (Tresidder/Wright).

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

This will be an action item at the August meeting.

The Board went into Closed Session at 9:00 p.m.

h. Adjourn to Closed Session:

- i. Govt. Code Section 54957.6 (a) Labor Negotiations: Board to discuss Memorandum of Understanding with NCPF Local 3800

Board reconvened into open session at 9:20 pm. Director Hills reported that the Board gave direction to the negotiating team in regards to the MOU with Local 3800.

The Board returned to item 7b, contract with Foresthill. Director Tresidder made a motion to approve approximately \$50,000 of the \$60,000 from Foresthill to be used as duty officer coverage and the rest of the money to cover incidentals. Director Stuart seconded the motion. Director Wright amended the motion to provide direction to the Chief to use no more than \$50,000 to implement at his discretion the appropriate staffing, and for the Finance Committee to reflect the changes in the final budget. The motion was passed unanimously.

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 Hills and Chief Gow attended the Northern California Special Districts Insurance Authority meeting. The budget was approved but there will be no dividend this year. The district's costs have increased about 10% to just under \$82,000. One of the agencies had some employees wrongly being reported as safety. This will affect next year's rates. Staff will contact Alliant about general liability coverage.

Director Tresidder noted the article in the Auburn Journal about Auburn City Fire looking at assessments for additional funding. He suggested that Chief Gow should ask Penne Usher to write an article about the poor funding of all the local fire agencies.

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

- c. *Reminder of next Board meeting:*

Wednesday, August 6, 2014 at 7 p.m. at the Meadow Vista Fire Station. Director Hills will miss the meeting.

b. Adjournment:

Motion made and approved by all present to adjourn the meeting at 9:25 p.m. (Tresidder/Wright).

Respectfully submitted by: _____


Gillian Lofrano, District Manager

Approved by:

Alex Harvey



Peter Hills



Stephanie Stuart

Bret Tresidder

Mark Wright

