

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



Alex Harvey
Peter Hills
Fred Lofrano
Russell McCray
Mark Wright

MINUTES OF THE REGULAR MEETING: July 25, 2018

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

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

Directors in attendance: Harvey, Hills, Lofrano, McCray and Wright.

Directors absent: None.

Staff in attendance: Chief Kushen, Battalion Chief Nelson, District Manager Lofrano and Captain Slusher.

2. Agenda approval:

Items 7a (Closed session) and 7b (Chief's salary increase) were moved to the end of the discussion and action items. The amended agenda was approved. (Wright/McCray)

3. Approval of the minutes: The minutes of the regular meeting on June 27, 2018 were approved as presented. (Lofrano/Wright).

4. Public Comment: Bill Kahrl, a Board member from Newcastle Fire Protection District introduced himself to the Board. He thanked the Board for endorsing his nomination for the open Placer LAFCO special district representative position. He will be appointed as the other nominee dropped out. Mr. Kahrl noted that it was important to have a fire representative on the LAFCO Board in the light of the consolidation discussions.

5. Correspondence (not covered in Agenda items below): Director Hills sent a letter to Supervisor Montgomery and copied several other County officials requesting the County to fund a special tax election and assist in a public education outreach program.

6. Information items:

a. Chief Kushen:

- Battalion Chief Nelson, as Strike Team Leader, and engines from both Placer Hills and Foresthill were deployed for 10 days at the County and Klamathon wild fires. The Newcastle engine covered the Cal Fire stations with staff and their one volunteer. This is the first time Engine 41 has been assigned. With this realized revenue, Chief Kushen has created a seasonal position for Newcastle to allow them to continue to participate in the mutual aid system. The seasonal firefighter started today and was very beneficial in mitigating a vegetation fire this afternoon.
- Chief Kushen received notification that Captain Reams from Foresthill was injured while on deployment at the Mariposa wild fire. After informing Director Reams that his son was injured, he was notified that it was actually the Captain on the Penryn engine. The Penryn Captain suffered a dislocated knee and was unable to continue on the strike team. Placer Hills sent a replacement engine with Captain Wood. They will probably be out for 21 days. This is a case when a shared staffing agreement would have been beneficial.

- Battalion Chief Nelson has completed his first annual evaluation. Chief Kushen congratulated him on his high level of service. There has been many changes in operations over the past year. Chief Kushen appreciates the efforts of all the command staff.
- Director Randy Neifer from Penryn has invited Chief Kushen to attend the next Penryn Fire Board meeting to discuss the cooperation of services.
- Chief Kushen signed the agreement with Lexipol to provide Placer Hills, Foresthill, Newcastle and Penryn a shared platform for fire district policies and procedures.
- FEMA requested confirmation of Placer Hills' banking account in association with the Fire Prevention and Safety grant application for \$920,000. With the assistance of a grant writer, we applied for a Fire Marshal, an office assistant, a vehicle, computers and software for 5 years to establish a self-sufficient regional fire prevention program. The Board would have to officially approve the grant and the new positions at a Board meeting if we are successful with the grant application.
- Chief Kushen is meeting with Cal Fire's Chief Morris tomorrow to work together to improve services.
- Chief Kushen has reached out to Holly Powers, the new Assistant Director of Placer County OES but, at this time, has not heard back from her.

d. *PHF Association and Local 3800 Report by Captain Slusher:*

- The Association is replacing the flagpole at Station 84.
- The Association is building a barbeque with a griddle and cooktop.
- Captain Slusher is working with the union's attorney to include the apprentices in the MOU.

7. Discussion and Action Items:

c. Approve Ordinance 2018-01 establishing fire inspection fees for commercial buildings:

This was continued to next meeting due to the publishing requirements. Crews have been doing a good job informing our customers of the fees that will go into effect next year. The fees will be an incentive for the businesses to comply with the regulations and compensate staff time and fuel usage.

d. Approve Policy # 2-025 Incident Deployment Rules of Engagement formally Strike Team:

Motion made and approved unanimously to approve policy #2-025 Incident Deployment Rules of Engagement. (Harvey/Wright). We will schedule workshops to approve the new policies from Lexipol.

e. Biennial review of the Conflict of Interest Code:

Motion made and passed unanimously that no amendment was needed for the district's current Conflict of Interest policy. (McCray/Lofrano).

f. Consideration of a Special Tax to address the financial stability of the District:

There has been no response from the County to Director Hills' letter requesting assistance with a special election. Director Lofrano suggested that we could move forward with a special tax for funding with the condition that the district receives financial assistance

with the election costs from the County. The Board discussed options for the special tax fee. The County is slowly moving forward with the consolidation plan for the CSA's so any help from the County with public education would be in a couple of years. Director McCray suggested that the incentive for the Foresthill special election on September 18, 2018 is the re-opening of the second station. The Finance Committee will meet to crunch the numbers and generate real projections to provide a fact sheet for the district's funding needs. Staff requested that they need clear direction to educate community members. This item will be continued at the board meeting in September.

g. Approval to pre-pay annual lump sum option for the Cal PERS Unfunded Accrued Liability:
Motion made and passed unanimously to pre-pay the annual lump sum for Cal PERS unfunded accrued liability for a savings of \$2,922.12. (Harvey/Wright).

h. Discussion on staff retention:
Chief Kushen reported that the apprentices are limited term employees with no job security and they leave for permanent positions with other agencies. The union has some suggestions for the retention of our employees. It was decided that the Finance and Personnel committees will meet with staff in September and discuss this issue.

i. Update on the District's Financial Stability Task Force:
Ms. Berry from LAFCO gave a presentation to the Task Force on the application process. It will involve some fee, probably under \$10,000. Ms. Berry will research the ambulance rights with a reorganization. It was positive meeting but Director Hills still has many questions. It was decided that the group will meet after the Foresthill election. Board representatives will meet with Supervisors Montgomery and Holmes.

j. Budget update and approval of expenses: No report.

The public meeting was adjourned at 8:30 pm and the Board went into Closed Session.

a. Closed Session under Govt. Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS (Harvey/Lofrano) (Fire Chief):

The public meeting was reconvened at 8:47 pm. Director Hills reported that the Board concluded Fire Chief Kushen's annual evaluation and voted unanimously to increase his salary by 3%, retroactive to July 1, 2018.

b. Approve Chief Kushen's 3% salary increase retroactive to July 1, 2018:

Motion made and approved unanimously to increase the Fire Chief's salary by 3% and make it retroactive to July 1, 2108. (Lofrano/McCray).

8. Directors' comments:

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.

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

Director Hills anticipates a Closed Session regarding the District's litigation next month.

Director Lofrano has drafted 2 options for Station 84 engine bays.

The radios still have to be installed in the Battalion Chief's vehicle.

b. *Reminder of next Board meeting: August 22, 2018 at 6 pm.*

9. Adjournment:

There being no further business, the meeting was adjourned at 9:00 p.m.

Respectfully submitted by:


Gillian Lofrano, Board Secretary

Approved by:

