

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT
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www.placerhillsfire.org



Alex Harvey
Peter Hills
Fred Lofrano
Russell McCray
Mark Wright

MINUTES OF THE REGULAR MEETING; September 28, 2016

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 and McCray.

Directors absent: Wright

Staff in attendance: District Manager Lofrano, Chief Gow was on an extended incident in Foresthill.

2. Agenda approval:

The posted agenda was approved. (Lofrano/Harvey)

3. Approval of the minutes:

The minutes for the regular meeting on August 3, 2016 and the Special meeting on September 7, 2016 were approved. (Harvey/Lofrano).

4. Public Comment: None.

5. Correspondence (not covered in Agenda items below):

- Ralph Andersen & Associates declined to submit a proposal for recruitment services for the Fire Chief position.

6. Information items: None

7. Discussion and Action Items:

a. Adoption of Final Budget for Fiscal Year 2016-2017:

The Finance Committee recommended to pay 100% of the lease for the new brush rig from Fire Facilities Fees as it is an additional asset to the district's fleet. Strike team reimbursements were increased and a replacement command vehicle has been budgeted. The Committee also recommended a \$1.00 increase in the pay rate for the apprentices and the part-time safety personnel. Director Lofrano asked if the district had reached a point where it is more prudent to hire a full-time person than pay overtime. Director Hills reported that the Committee had reviewed the district's \$500,000 unfunded liability with Cal PERS and determined that it did not warrant going out for a bond. Director Hills reported that the district will need help from the County to sustain its level of services. Ms. Windeshausen, Placer County Treasurer/Tax Collector, clearly understands the fire districts issues and is looking to fund an election and campaign consultant services. She knows that the Cal Fire contract is expensive. It is unclear if the districts can decide the fee. Supervisor Montgomery did acknowledge that she received Director Hills' letter concerning the fire districts' financial difficulties. Motion made and passed by all present to adopt the Final Budget for Fiscal Year 2016-2017. (McCray/Lofrano). Director Wright was absent. Motion made and passed by all present to approve the \$1.00 increase in the pay rates for the Apprentices and the part-time safety personnel. (McCray/Harvey). Director Wright was absent.

- b. Approval of Dry Financing Application for Temporary Funds from Placer County:*
Motion made and passed by all present to approve the Dry Financing application as presented. (Harvey/Lofrano). Director Wright was absent.
- c. Review of the District's Unfunded Liability with Cal PERS:*
No action taken as recommended by the Finance Committee under item 7a.
- d. Discussion on Funding Sources, additional data for County and Election in 2017:*
The Directors' Group did not meet in September. South Placer and Loomis have taken out an application with LAFCO to move forward with their consolidation. It will probably take a couple of years. Chief Gow has been invited to meet with the County's executive committee regarding the fire agencies funding issues. At this time, an election for a special assessment is more likely in June.
- e & f. Administrative assistance for Foresthill and Newcastle fire departments:*
Directors Hills and McCray met with Foresthill's Director Reams, 2 directors from Newcastle and Chief Ruffcorn from Auburn City. Director Hills presented draft service agreements for each agency. The Newcastle agreement was similar to the one for Foresthill. The agreement with Auburn City was for trading Fire Marshal services for Duty Officer Coverage. Auburn City currently spends \$20,000 per year for their fire prevention contractor. In the Foresthill agreement, any reference to the District Manager was replaced with a Duty Chief. Director Hills pointed out that the costs associated for the agreements were calculated by staff moving up to "acting positions" and creating a Placer Hills Battalion Chief to assist Chief Gow with administration. The question will be how long Placer Hills can sustain this staffing model. The cost also shows the effect of filling the Captain's position permanently. Foresthill currently has a daytime duty officer and a full-time Office Manager and will gain full-time duty coverage for a slight cost increase to \$70,000 per year. The Newcastle cost includes district manager services. All agencies have the same shift schedule and will have a duty officer 24/7. There are a lot of operational positives with these agreements. It is uncertain what Penryn is doing – they may be looking at Cal Fire. Both Foresthill and Newcastle have Board member elections in November. We will get legal opinion on the agreements after they have been reviewed by each agency. Chief Ruffcorn thought that his city council could review the agreement in November. He also expressed concerns about who would replace Chief Gow. There may be a follow up meeting of these agencies representatives. Director Reams is working on Foresthill's contract changes. Everything points to a joint Fire Chief for all 3 fire districts and Auburn City in the future. Director Hills noted that it was an exciting time and it is good we are being progressive.
- g. Budget update and approval of expenses for August through September 23, 2016:*
Motion made and passed by all present to accept the budget update and the expenses for the above period. (Lofrano/Harvey).
- h. Closed Session, Pursuant to CA Govt. Code Section 54957: PUBLIC EMPLOYMENT, discuss Fire Chief Recruitment:*
The public meeting was adjourned at 7:25 pm and the Board went into Closed Session. The meeting was reconvened at 7:40 pm. There was nothing to report.

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:*
Directors Hills and Lofrano will meet to discuss the proposals for Fire Chief Recruitment services.
- c. *Reminder of next Board meeting: Wednesday, September 28, 2016 at 6 pm.*

9. Adjournment:

Motion made and approved by all to adjourn the meeting at 7:50 pm.

Respectfully submitted by:


Gillian Lofrano, Board Secretary

Approved by:

Alex Harvey _____

Peter Hills _____

Fred Lofrano _____

Russell McCray _____

Mark Wright