

# BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT  
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Alex Harvey  
Peter Hills  
Fred Lofrano  
Russell McCray  
Mark Wright

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## MINUTES OF THE SPECIAL MEETING: December 19, 2019

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

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

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

Directors absent: None.

Staff in attendance: Chief Kushen, District Manager Lofrano, Fire Marshal Brothers, Battalion Chief Nelson and Acting Battalion Chief Slusher.

### 2. Agenda approval:

Motion made and passed unanimously to accept the agenda. (Wright/Lofrano).

### 3. Approval of the minutes: Motion made and passed unanimously to approve the minutes of the special meeting on November 25, 2019. (Wright/Lofrano).

### 4. Public Comment: None.

### 5. Correspondence (not covered in Agenda items below): Staff will present 3 proposals for vision care next month.

### 6. Information Items:

#### a. *Fire Chief Kushen*

- We have responded to 1,450 calls this year - this excludes Duty Officer calls.
- Brian Hodges has accepted an Engineer's position with the district. He is well qualified and will start on January 3, 2020 on "C" shift.
- The Type 1 Smeal engine will be delivered at the beginning of the New Year. The grant with Placer County Air Pollution Control District has been extended to March 2020.
- We have submitted a grant for ballistic vests to S-SV EMS agency. We are purchasing the containers for the burn prop which are funded through the FEMA AFG grant. The site preparation will take place in the Spring.
- Placer County Board of Supervisors approved the surplus of the 57 KW generator. Looking at funding options to move it to the new administration building.
- County meeting scheduled to plan for Public Safety Power Shutoff Events.

#### *Acting Battalion Chief Slusher*

- County IT is working on the issues with tracking our incidents in the CAD. Our average response time is 7 minutes and 30 seconds. This includes mutual aid calls.
- Crews responded to a DMT lab, a highly volatile hallucinogenic drug. Unified command was set up with the Sheriff's department. The Department of Justice mitigated the incident. Battalion Chief Nelson was interviewed on the news after a commercial structure fire.

#### *Battalion Chief Nelson*

- The proposal for the tenant improvements for the administration building will be ready next month.
- Engine 85 will move to Newcastle before we get our new engine in service. We will get it back if needed.
- The repair of the parking lot at Station 85 has been put off until Spring.
- Chief Nelson is purchasing a temporary building to house the new engine at St.84.

b. *Fire Marshal Brothers*

- Still getting many requests for defensible space inspections.
- We have collected \$19,000 in fire code inspection fees. Many inspections for secondary propane tanks for back-up generators. Newcastle has collected \$8,000.

c. *Firefighters Association report by Engineer Newby*

- Planning more community interaction.

d. *Local 3800 report by Acting Battalion Chief Slusher:*

- Thanked everyone for their time and effort during negotiations.

7. Discussion and Action Items:

The open meeting was adjourned at 6:31 p.m. and the Board went into closed session.

a. Closed Session:

- Pursuant to California Government Code §54957 PUBLIC EMPLOYEE APPOINTMENT. Title: Division Chief/Fire Marshal
- CONFERENCE WITH LEGAL COUNSEL - Anticipated litigation pursuant to Government Code section 54956.9 (d)(2) - (1 case)
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to California Government Code § 54957(b)(2): Fire Chief
- CONFERENCE WITH LABOR NEGOTIATORS pursuant to California Government Code § 54957.6(a) District negotiators: Directors Harvey and Lofrano;

The open meeting was reconvened at 8:20 p.m. Director Hills reported the actions taken in closed session:

- The Board agreed unanimously to approve the Division Chief's job description, salary and benefits package and employment contract with a minor modification.
- No action was taken.
- No action was taken.
- The Board agreed unanimously to approve the amended Battalion Chief's job description, salary and benefits package, the Battalion Chief Unit MOU and side letter, and the creation of a second Battalion Chief position.

b. Approve the amended Division Chief/Fire Marshal Job Description, employment contract, and salary and benefits package:

Motion made and passed unanimously to approve the Division Chief's job description, salary and benefits package and employment contract with a minor modification. (Wright/McCray). Fire Marshal Brothers thanked the Board.

c. Approve the amended Battalion Chief Job Description, salary and benefit package and the creation of second Battalion Chief Position:

Motion made and passed unanimously to approve the amended Battalion Chief's job description, salary and benefits package, the Battalion Chief Unit MOU and side letter,

and the creation of a second Battalion Chief position. (Lofrano/McCray). Chief Kushen thanked the Board - the appropriate command structure is almost in place.

d. Approve a Side Letter of Agreement with the Newcastle FPD regarding fire prevention services and transfer of fees collected:

Director Hills and McCray met with the Newcastle Board representatives and discussed a side letter, drafted by Chief Kushen, to transfer Newcastle's fire code inspection fees to Placer Hills to assist with the funding of the Division Chief/Fire Marshal position. Unfortunately, the Newcastle Board meeting was canceled due to a lack of a quorum. Motion made and passed unanimously to approve the side letter with Newcastle Fire District. (Lofrano/Wright).

e. Community members' requests to waive the Measure "A" parcel tax:

Board requested staff to submit parcel maps with the requests. This item was continued to next month.

f. Budget update and approval of expenses:

We have received the rental income from the occupied units of the administration building. The next County report will have the revenues generated from the property taxes and assessments. The additional revenue in the miscellaneous account is the refund from the Escrow deposit. The deferred compensation account is over due to personnel opting out of the District's health plan. Legal expenses are over. Motion made and passed unanimously to accept the budget update and the expenses of \$174,321.35 from November 24 through December 18, 2019. (Lofrano/Wright).

g. Consideration of the Joint Operations Agreement with Foresthill and Newcastle FPDs:

Director Hills requested this item on the agenda. He feels it is not compatible without a service agreement and recommended giving the 180-day notice to withdraw from the agreement. The district can still enter into a separate agreement with Newcastle. Acting Battalion Chief Slusher voiced some complexities involving all districts with a withdrawal from this program. Motion made and passed unanimously to approve the 180-day notice withdrawing from the JOA effective January 1, 2020. (Lofrano/McCray).

h. Approval of regular meeting dates for 2020:

The Board approved the presented calendar dates for the regular meetings in 2020.

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:*

c. *Reminder of next Board meeting(s): January 22, 2020*

9. Adjournment:

There being no further business, the meeting was adjourned at 8:52 p.m.

Respectfully submitted by: \_\_\_\_\_

  
Gillian Lofrano, Board Secretary

Approved by: \_\_\_\_\_

