

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT

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Alex Harvey
Peter Hills
Fred Lofrano
Russell McCray
Mark Wright

MINUTES OF THE SPECIAL MEETING: November 25, 2019

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

Director Hills convened the regular meeting at 6:00 p.m. at 17020 Placer Hills Road, the new district offices.

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

Directors absent: None.

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

Large audience of family and friends in attendance.

2. Agenda approval:

Personnel promotions was moved to the first item on the agenda. Motion made and passed unanimously to accept the amended agenda. (Lofrano/Wright).

3. Approval of the minutes: Motion made and passed unanimously to approve the minutes of the regular meeting on October 23, 2019. (Lofrano/Wright). Motion made and passed unanimously to approve the minutes of the special meeting on October 31, 2019. (Lofrano/McCray).

4. Public Comment:

- Foresthill Fire Board's President John Michelini reported that his agency had tendered a 90-day notice to terminate the Fire Chief and Duty Chiefs' services agreement with Placer Hills Fire District. His district wants to move forward faster and feels that the Placer Hills administrative staff are spread thin. He extended his appreciation for our services. Director Hills acknowledged that he had received the correspondence late last night and had forwarded it to district counsel for an appropriate response.

5. Correspondence (not covered in Agenda items below): Foresthill FPD's 90-day notice.

7. Discussion and Action Items:

a. Approve personnel promotions followed by pinning ceremony:

Director Lofrano gave a short history of the evolution of our fire district and was proud and excited at the achievement of the additional full-time positions. Director Hills echoed the sentiment on behalf of the Board and welcomed the staff to their full-time status. Director Wright motioned to approve the promotions. Director McCray seconded the motion that was carried unanimously. Chief Kushen officiated the pinning ceremony. Family, friends and co-workers were invited up to pin badges and collar brass for: Captain Cody Sutherland, Captain Anthony Froggatt, Captain Kelley Craig, Engineer Theresa Chambers, Engineer Dillon Burbank, Engineer William Havard, Engineer Tag Gregory and Engineer Joshua Newby. The ceremony was followed by a small interlude to congratulate everyone.

6. Information Items:

a. *Fire Chief Kushen*

- Crews had an extended Hazmat incident involving a drug lab. Several vehicle spot fires on the side of the freeway at Newcastle.
- Prospective employee in backgrounds to fill the temporary engineer's vacancy.
- Staff is getting costs on ballistic vests to apply to the S-SV EMS grant. Contacted FEMA to purchase the components for the burn simulation prop during the grant period and put off the preparation of the site till Spring.
- Submitted additional data to ISO in the hopes of improving our evaluation. We should get the results in a few months.
- Chief Kushen requested an unused generator and power switch worth approximately \$60,000 from Placer County. The Board of Supervisors will address this issue at their December meeting.
- Director Lofrano and Battalion Chief Nelson are working on the tenant improvements for the administration offices.
- The Type 1 reserve engine will move to Newcastle next month.

b. *Fire Marshal Brothers*

- Inspected 3 sprinkler plans, 5 propane tank installations and 5 driveways in the past month collecting over \$3,600 in fees. Many requests for defensible space inspections.
- Applying for a Cal Fire grant to improve roads and assist elderly with evacuation. He has requested a support letter from Supervisor Gustafson.
- Chief Brothers will be meeting with Assistant Chief Macham from Foresthill to transfer information on the fire prevention programs.

c. *Firefighters Association report by Engineer Froggatt*

- \$3,060 was collected during "Fill the Boot" for the burn institute.
- The Association held a well-attended breakfast to thank the "Measure A" committee.

e. *Contract committee report:*

- Director Hills met with the Newcastle Board representatives. There was significant support for the Fire Marshal's position.

7. Discussion and Action Items:

b. *Approve FAIRA Joint Powers and Liability Risk Sharing agreements updates:*

Motion made and passed unanimously to adopt Resolution No. 2019-08 approving the updates to FAIRA's sixth amended joint powers agreement and the liability risk coverage agreement. (Lofrano/McCray).

c. *Staff update on the parking lot at Station 85:*

The parking lot is in disrepair. Director McCray suggested putting a barricade around the hole and wait until Spring to do the work. Director Lofrano suggested patching over the hole for the winter.

d. Budget update and approval of expenses:

We are over in legal fees. Motion made and passed unanimously to approve the budget update and the expenses of \$244,443.55 for the period of October 20 through November 23, 2019. (Lofrano/Wright).

e. Set the date for the December Board meeting:

A special meeting was set for Tuesday, December 3, 2019 at 4 p.m. to discuss the termination of the service contract by Foresthill FPD. Motion made and approved unanimously to schedule a special meeting for December 19, 2019 at 6 p.m. to address the Fire Marshal's position. (Lofrano/Wright).

The open meeting was adjourned and the Board went into closed session at 7:17 p.m.

f. Closed Session:

- i. Pursuant to California Government Code §54957 PUBLIC EMPLOYEE APPOINTMENT. Title: Fire Marshal
- ii. CONFERENCE WITH LABOR NEGOTIATORS pursuant to California Government Code § 54957.6(a) District negotiators: Directors Harvey and Lofrano;
- ii. PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to California Government Code § 54957(b)(2): Fire Chief

The open meeting was reconvened briefly to address item 7g at 8:20 p.m.

g. Update on the new Administration Offices at 17020 Placer Hills Road:

Staff updated the Board on the status of the tenant improvements.

The open meeting was again adjourned and the Board went back into closed session at 8:24 p.m. The open meeting was reconvened. Director Hills reported that the Board gave direction to staff under the first item of closed session. Board gave direction to the District Negotiators under the second item and the third item was continued to the next Board meeting.

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): Special meeting December 3, 2019 at 4 p.m. and another Special meeting on December 19, 2019 at 6 p.m.*

9. Adjournment:

There being no further business, the meeting was adjourned.

Respectfully submitted by: _____


Gillian Lofrano, Board Secretary

Approved by: _____

