

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 REGULAR MEETING: December 23, 2020

Held in Unit 2A, 17020 Placer Hills Rd., Meadow Vista and by teleconference.

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

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

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

Directors absent: None

Staff in attendance: Chief Gow, Fire Marshal D'Ambrogi, District Manager Lofrano, Battalion Chief Slusher.

2. Agenda approval:

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

3. Approval of the minutes:

Motion made and passed approving the minutes of the special meeting held on November 23, 2020. (McCray/Lofrano).

4. Public Comment: None.

5. Correspondence (not covered in Agenda items below): None.

6. Information Items:

a. Fire Chief Ian Gow

- Chief Gow reported that there was an 11% increase in COVID-19 cases in Placer County last week with 20 ICU beds available. Staff had an exposure when an employee, who had just started the shift, received a phone call from a family member who had tested positive. Our employees tested negative and the stations were disinfected. Chief Slusher did a great job dealing with the situation. Another crew responded to a welfare check and we later found out that the patient tested positive. We will be testing our crew. Chief Slusher coordinated with Stallant Health at the Weimar Institute to provide both the rapid and the highly accurate PCR tests. Administrative directives have been issued increasing the use of PPE (personal protective equipment) and the decontamination of our equipment and facilities. Chiefs Gow and Slusher are updating the Injury and Illness Prevention Program. COVID vaccines should be available for staff next week. This will be on a voluntary basis. The reactions to the vaccine are similar to the flu shots.
- Penryn's administration services request is on South Placer Fire's agenda for January 2021. Penryn still does not have a Fire Chief. Auburn City had to close a fire station for a couple of days due to COVID, but it is now staffed again.
- Newcastle should hear about the USDA loan for the new fire station in the next couple of weeks. We are looking at a First Responder Fee program and Advanced Life Support services for Newcastle.

- The backup generator and alerting system should be installed at the Administrative Headquarters in the next two weeks.
- The vacant lot on Placer Hills Road will not work for the training facility. Possible options are the Teichert quarry and land in just outside Meadow Vista which may be purchased by the Native Indians.

b. Fire Marshal Mark D'Ambrogi

- Chief D'Ambrogi is busy with new construction with 2 minor subdivisions, 1 commercial and 13 active single family homes.

c. Battalion Chief Matt Slusher

- Chief Slusher thanked Chief D'Ambrogi for taking over the Fire Marshal duties.
- There have been 1336 calls for service in 2020 so far. There were some lulls due to COVID.
- Staff trained on the use of the D7 sprayer for decontaminating our equipment and facilities.

d. Placer Hills Association Captain Froggatt

- The Association donated some challenge coins for a fundraiser for Anthony, the barber in Meadow Vista, who is having some health issues.
- The Association gave a small appreciation gift to the Placer County dispatchers.
- Scheduling the "Fill the Boot" program.

e. Local 3800 Captain Wood

- Captain Wood reported that a proposal was given to the Board's negotiating team.

f. Board Committee reports: None

7. Discussion and Action Items:

a. Oath of Office for Directors Harvey, McCray and Wright:

Directors Harvey, McCray and Wright were sworn in by President Hills who welcomed them to another 4 years.

b. Approval of the hiring of Battalion Chief John Williamson, followed by his oath of office:

Chief Williamson is already well known to our staff. He tested number 1 and Chief Gow recommended him without reservation. Motion made and approved unanimously to hire Chief Williamson. (Wright/Lofrano). Chief Williamson who was teleconferencing the meeting was sworn in by Chief Gow. President Hills welcomed Chief Williams who will be starting on December 30, 2020.

c. Approve the 2nd reading of Chapter 3 of the Lexipol Policy Manual; General Operations:

Chief Gow noted that subsection (g) and (h) were added to Policy 306.3, Response Time Standards. Motion made and approved unanimously to approve the 2nd reading of Chapter 3 with the changes. (Wright/McCray). (See attached list of Chapter 3 policies).

d. Approve the 1st reading of Lexipol Chapter 2 Policies; 213 Credit Cards, 214 Payroll and Chapter 4 Fire Prevention:

Chief D'Ambrogi reviewed the Chapter 4 policies. Motion made and passed unanimously to approve the first reading of Policies: 213 and 214 and all of Chapter 4 (see attached list). (Wright/Lofrano).

- e. Approve requests to waive the Measure A assessments by Michael Dinsmore and Steven Manning:

Motion made and passed unanimously to approve the waiver for the designated parcels. (Wright/Lofrano).

- f. Approve the District's Audit for Fiscal Year 2019/2020 prepared by Robert Johnson Accounting:

President Hills reported that our General Reserves are back up to 24% with Measure "A" revenue making a big impact on our budget. The District's unfunded liability would jump dramatically to \$1.3 million if CalPERS discount rate drops 1-percentage point. The Auditor observed that 2 employees were over their maximum vacation accrual - Chief Gow noted that this was due to the COVID situation and that the policy does not need to be revised. All the requirements recommended by the Auditor will be added to the website. A motion was made and passed unanimously to approve the District's Audit for Fiscal Year 2019/2020. (Lofrano/Wright).

- g. Discussion on the District's CalPERS unfunded liability:

President Hills put this item on the agenda. The District could borrow the funding at a lower interest rate to pay off the liability. There are no new payers going into the Classic Plan. Director Wright suggested to put the savings aside to pay for future liabilities. Chief D'Ambrogi will schedule a meeting with Mr. Heath who is an expert on this issue.

- h. Budget update and approval of expenses:

Chief Gow reported that we are a little over in overtime. Motion made and passed unanimously to accept the budget update and the expenses of \$228,893.40 for the period of November 22 to December 15, 2020. (McCray/Lofrano).

- i. Approve the dates for the Regular Board meetings in 2021:

Motion made and passed unanimously to approve the dates for the regular Board meetings in 2021. (Wright/McCray).

The open meeting was adjourned and the Board went into Closed Session.

- j. Closed Session:

CONFERENCE WITH LEGAL COUNSEL pursuant to California Government Code § 54957.6(a) LABOR NEGOTIATIONS; Discussion of memorandum of understanding with Local 3800, District negotiators: Directors Harvey and Lofrano:

The open meeting was reconvened at 7:45 pm. President Hills reported that the Board gave direction to the Negotiating team.

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 Lofrano wished everyone a happy and safe holiday season.

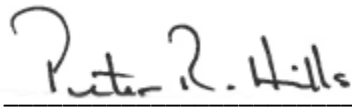
- b. *Request items for inclusion in subsequent meetings or request a special meeting: Director Harvey requested that items on the agenda be designated either "action" or "discussion".*

- c. *Reminder of next Board meeting(s): January 27, 2021.*

9. Adjournment:

There being no further business, the meeting was adjourned at 7:46 pm.

Respectfully submitted by: 
Gillian Lofrano, Board Secretary

Approved by: 

***Placer Hills-Newcastle-Forest Hill Fire District
Joint Fire District Policy Manual***

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