

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: February 24, 2021

Held in Unit 2A, 17020 Placer Hills Rd., Meadow Vista and by a Zoom 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, Lofrano, Wright and with Harvey on Zoom.

Directors absent: None

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

2. Agenda approval:

The presentations were moved to the beginning of the agenda. Motion made and passed unanimously to accept the amended agenda. (Wright/Lofrano).

3. Approval of the minutes:

Motion made and passed approving the minutes of the regular meeting held on January 27, 2021. (Lofrano/McCray).

4. Public Comment: None.

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

7. Discussion and Action Items:

a. *Air Ambulance Membership by Sonja Conklin, AirMedCare Network:*

Ms. Conklin presented the benefits of an air ambulance membership. Many medical insurance plans do not cover the cost of air ambulance transportation.

b. *District's 10 Year Financial Forecast by Andy Heath, Financial Services:*

Mr. Heath presented an informative and dynamic spreadsheet projecting the district's financial forecast. This will be an impressive tool to assist future projections.

6. Information Items:

a. *Fire Chief Ian Gow*

- Chief Gow reported that the generator and alerting system have been installed at the administration offices. Staff is working on a security system.
- Chiefs Gow and Slusher are working on the training tower.
- Both Placer Hills and Newcastle will be testing for a Captain's list and also Acting Captain positions. The Districts' personnel may change with South Placer Fire's reorganization.
- Chief Gow and District Manager Lofrano are spending a lot of time dealing with the USDA loan for the Newcastle Fire Station. Hope to hear good news in the near future.
- Chief Gow will have a staff report on First Responder Fees and Advanced Life Support Services for Newcastle's next board meeting.

- The Foresthill Fire Chief is still interested in a Joint Operations Agreement to support strike team deployments and staffing for medical disasters. Chief Gow will be discussing this at the next staff meeting.
- Chiefs Gow and D'Ambrogi will be meeting with the Auburn City Fire Chief to update information.
- Chief Gow is meeting with Chief Fowler from South Placer Fire next week. The change in South Placer personnel may adversely affect us.
- Chief Shannon from Penryn would like Battalion coverage from South Placer. South Placer Chief Walder did suggest that the administrative agreement with Penryn might work and could possibly lead to annexation in the future.

b. Fire Marshal Mark D'Ambrogi

- Chief D'Ambrogi reported that construction has been steady.
- He has updated the website with safety tips and new construction information.
- Chief D'Ambrogi is involved in updating the Community Wildfire Protection Plan and the Local Hazard Mitigation Plan.

c. Battalion Chief Pat Nelson

- Chief Nelson is working on options for Station 84. A Long Range Committee meeting will be scheduled.

Battalion Chief Matt Slusher

- Chief Slusher reported that there were 111 calls for service in January with \$9,200 in property losses.
- He is working on the Captain's test. Chiefs Nelson and Slusher will offer mentoring opportunities for prospective applicants. The test will provide depth to our staffing with a list of personnel who will be able to "act up".

e. Local 3800 Engineer Tag Gregory

- Engineer Gregory thanked everyone involved in negotiations and looked forward to the outcome of the proposal.

f. Board Committee reports:

Ad-hoc Recruitment Committee: Director Hills passed out a draft recruitment flyer. The Consultant estimates the process will take about 4 months. Director Lofrano was impressed with the Consultant – his company has successfully placed several local executive positions.

7. Discussion and Action Items:

c. Options for the District's Unfunded Accrued Liability (UAL) with CalPERS:

Weist Law gave a presentation at the Finance Committee about the process and options to pay off the District's UAL. Our liability is not large enough to warrant going out for a bond but there are options with lower interest rates than the 7% charged by CalPERS. CalPERS does offer pre-payment plans for a fixed number of years but this also is at the 7% interest rate. Another option is a 115 plan specifically set up for pension liabilities. Consensus of the Board was to request proposals from Consultants to look at paying off the District's UAL and to leave the District in a better place.

d. Approve the amended MOU with the US Bureau of Reclamation:

Fire Marshal D'Ambrogi reported that the prior MOU required all parties to execute it before it went into effect. The amended MOU goes into effect immediately with the agency upon execution. Motion made and approved unanimously to approve the amended MOU with BOR. (Lofrano/McCray).

e. Call for Nominations for Placer County LAFCO Special District Representative:

Chris Berry is retiring and will be very hard to replace. There was no interest from the Board members running for the Special District Representative's position.

f. Approve the 2nd reading of Chapter 5 Policies; Emergency Medical Services – See attached list of policies:

Upon Director Bettencourt's recommendation, a minor change was made to Policy 510 Communicable Diseases to protect the crews. Motion made and passed unanimously to approve the second reading of Chapter 5 as presented. (Lofrano/Wright).

g. Approve the 1st reading of Chapter 6 Policies: Training and Policy 215: Electronic Payments and Checks:

Motion made and passed unanimously to approve the first reading of Chapter 5 and Policy 215 as presented. (McCray/Wright). Chief Gow was appreciative of everyone's efforts in this process.

h. Update on the Department's COVID-19 response:

Chief Gow reported that we are considering opening up cross-staffing at the stations. We are still disinfecting the stations and equipment and we have purchased COVID tests through Chief Gow's medical license. There is no hard data on how many staff have been vaccinated but most of the command staff are vaccinated. Chief Gow had extensive discussions with the locals and legal about making the vaccination mandatory. Chief Gow's impression is that about 20% of staff have been vaccinated. COVID cases are dropping in Placer County. Chief Gow appreciated staff doing the right things in their public and private lives to keep them safe.

i. Approve a Mid-course correction to the 2020/2021 Budget:

Staff gave a comprehensive report at the Finance Committee meeting. Chief Gow highlighted the recommended changes to the budget. Overtime was adjusted due to open positions – we are now fully staffed. Motion made and passed unanimously to approve the Finance Committee's recommendations for the 2020/2021 Fiscal Year budget. (Lofrano/McCray).

j. Budget update and Approval of Expenses:

Motion made and passed unanimously to approve the budget update and the expenses of \$204,343.24. (McCray/Lofrano).

The open meeting was adjourned and the Board went into Closed Session at 8:14 p.m.

k. 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 9:23 p.m. President Hills reported that the Board gave direction to the Negotiating team.

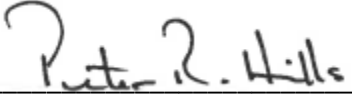
8. Directors' comments:

- 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 was very impressed by the metal artwork for the administration entry made by Captain Sutherland's brother.
 - Director Harvey requested better signage for the Administration Building.
- 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): March 24, 2021.*

9. Adjournment:

There being no further business, the meeting was adjourned at 9:25 p.m.

Respectfully submitted by:  _____
Gillian Lofrano, Board Secretary

Approved by:  _____

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

Chapter 5 - Emergency Medical Services

- 500 - Pre-Hospital Care Reports
- 501 - Medical Supplies
- 502 - Patient Refusal of Pre-Hospital Care
- 503 - Advance Health Care Directives
- 504 - Latex Sensitivity
- 505 - Controlled Substance Accountability
- 506 - CPR Training
- 507 - Automated External Defibrillators.
- 508 - Automated External Defibrillator Training
- 509 - Blood-borne Pathogen Training
- 510 - Communicable Diseases
- 511 - Health Insurance Portability and Accountability Act (HIPAA) Training

Chapter 6 - Training

- 600 - Training Policy
- 601 - Fire Equipment Driver/Operator Training
- 602 - Emergency Action Plan and Fire Prevention Plan Training
- 603 - Hazard Communication Program Training
- 604 - Hazardous Materials (HAZMAT) Training
- 605 - Hearing Conservation and Noise Control Training
- 606 - Heat Illness Prevention Training
- 607 - National Incident Management System (NIMS) Training
- 608 - Repetitive Motion Injuries and Ergonomics Training
- 609 - Respiratory Protection Training
- 610 - Wildland Fire Shelter Deployment Training
- 611 - Training Records
- 612 - Firefighter Health, Safety and Survival