

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT
P.O. Box 350, Meadow Vista, CA 95722
(530) 878-0405 Fax (530) 878-0959
www.placerhillsfire.org



Alex Harvey
Peter Hills
Fred Lofrano
Russell McCray
Mark Wright

MINUTES OF THE REGULAR MEETING: May 22, 2024

17020 Placer Hills Rd. Suite 2A, Meadow Vista

Amended

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

President Hills convened the regular meeting at 6:02 p.m.

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

Directors absent: None

Staff in attendance: Fire Chief Ian Gow, Fire Marshal D'Ambrogi, District Manager Michelle Armstrong, Battalion Chief Nelson, and Battalion Chief Slusher

2. Agenda approval:

Director Wright moved to approve the agenda. Director Lofrano seconded the motion which passed 5 to 0.

3. Approval of the minutes:

Director McCray moved to approve the minutes. Director Lofrano seconded the motion which passed 3 to 0, Director Harvey and Wright abstained.

4. Public Comment: N/A

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

Chief Gow reported that we received a letter from Sherriff Woo thanking our department for supporting his officer that was recently shot.

6. Information Items:

a. Fire Chief Gow's Report

- i. Met with the MSR consultant to review the plan he had requested. He indicated he anticipates the MSR report will be completed in June 2024 and shared that we might be required to complete a feasibility study. Director Hills reported that he has reached out to the LAFCO executive director to get further guidance.
- ii. Command staff is working on getting the breathing apparatus consistent throughout all of the agencies
- iii. Penryn surplus vehicles have been sold in an auction
- iv. Staff physical exams have historically been completed biannually, working towards completing them annually, intend on presenting a new policy at future meetings that is consistent with the new marijuana testing laws
- v. Discussing moving a reserve engine to Newcastle and putting some type of rental agreement in place

b. Fire Marshal D'Ambrogi's Report

- i. Completed 2 hydro/rough single family dwelling fire systems, 4 single family dwelling finals, 4 propane lines inspections.
- ii. Under the county rezone project, the 2 Applegate properties have been removed and are being left as commercial
- iii. The mitigation fee increase is scheduled to go in front of the board of supervisors, for approval, on June 11, 2024

c. Battalion Chief Nelson

- i. New SCBA's have arrived and should be in service by next month
- ii. Used a public auction company to sell Penryn surplus apparatus
- iii. Pump testing recently completed

Battalion Chief Slusher

- i. Ran 86 calls for service in April, call volume down since last year
- ii. Held an event for EMS Appreciation Week today honoring our staff that had a field save using handteavy
- iii. Staff recently provided a training at the United Auburn Indians School, in Penryn, on water rescue at their pond.

d. Placer Hills Firefighters Association report: Matt Slusher reported that the firefighter association is currently holding an event at Sierra Hills school where they are selling meals and reminded everyone that Pioneer Day is Sunday, June 2nd.

e. Local 3800: N/A

f. Board Committee reports:

- i. Finance Committee: Director Hills reported that the committee met to discuss the preliminary budget and anticipate an in depth discussion later on during the meeting.
- ii. Long Range Committee: N/A
- iii. Ad hoc Committee for reorganizations: Director Hills reported that he continues to work on the fiscal data and will be inputting Newcastle and Placer Hills preliminary budgets, once approved. He also reported that Chief D'Ambrogi is working on a transition plan and that our attorney is working on a rewrite of the admin contracts.

7. Discussion and Action Items:

a. Discuss the Draft Preliminary Budget for Fiscal Year 2024-2025

Director Hills reported that the finance committee met and discussed program changes and tasked staff to create reports and provide details on what programs are being presented. The proposed changes include a full-time mechanic, eliminating 6 seasonal positions and adding 3 full time firefighter positions and partial funding for an assistant chief. Director Hills described the reserves and how money is put in the budget to add to the reserves each year. District Manager Armstrong described the adjustments to the revenue and expenses in the preliminary budget. Adjustments were made to reflect estimated revenue and the known expenses.

Battalion Chief Slusher reported that we have been working on a plan to maintain paramedic staffing. A solution is to grow our own by hiring them as full-time firefighters and putting them through paramedic school. We would transition from 6 seasonal staff to 3 full-time firefighters. The cost difference would be approximately \$50,000. The training would take around 18 months per employee.

The mechanic position would cost the district an increased amount of \$60,000 annually. Having a mechanic keeps our cost down on equipment repairs and reduces the time apparatus is out of service.

Chief Gow reported that the goal behind the acting Assistant Chief position is to allow for succession planning and for scheduling adjustments when staff is task saturated on administrative level tasks.

b. Consider and Adopt Resolution No. 2024-03 Adjusting the special taxes by a cost of living

increase of 3.8% and 3% increase for Measure A for Fiscal Year 2024-2025

Director Lofrano motions to adopt Resolution 2024-03. Director Wright seconded the motion, which passed 5-0.

c. Consider and Adopt Resolution No. 2024-04 Requesting the collection of charges on the tax roll for Fiscal Year 2024-2025

Director Wright motions to adopt Resolution 2024-04. Director Harvey seconded the motion, which passed 5-0.

d. Consider and approve Resolution No. 2024-05 Declaring an election in November for board members whose terms are expiring and requesting election service by the county clerk

Director Lofrano motions to approve Resolution 2024-05. Director Wright seconded the motion, which passed 5-0.

e. Consider and approve the updated audit services agreement with Smith & Newell

Director Wright motions to approve the agreement with Smith & Newell. Director Lofrano seconded the motion, which passed 5-0.

f. Approve the budget update and monthly expense

Director McCray motions to approve the budget. Director Wright seconded the motion, which passed 5-0.

The open meeting was adjourned and the Board went into Closed Session at 7:53pm.

g. Closed Sessions

- a. Pursuant to California Govt. Code § 54957.6(a) **LABOR NEGOTIATIONS**; Discussion of the Memorandum of Understanding with Local 3800, District negotiators: Harvey and Lofrano.

The open meeting was reconvened at 8:23 pm. President Hills reported that the Board provided direction to the labor committee on negotiations with the Local 3800.

h. Consider and approve the MOU with Local 3800 Battalion Chiefs for the term January 1, 2024 to December 31, 2025

Director Hills reported that this item will be continued until the June 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. *Reminder of next Board meeting(s): July 24th, 2024.*

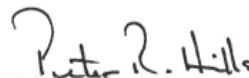
9. Adjournment:

There being no further business, the meeting was adjourned at 8:25 pm.

Respectfully submitted by:



Michelle Armstrong, District Manager



Approved by: _____
Peter Hills, President