

The Board of Directors of the Truckee Fire Protection District met in Regular Session on Tuesday February 20, 2018 in the Truckee Sanitary District Boardroom located at 12304 Joerger Drive, Truckee, California at 5:30 p.m.

Chairman Wilford called the meeting to order at 5:30p.m.

Directors Present: Botto, Hernandez, Herrick, Prado, and Wilford

Directors Absent:

Employees Present: Chief Seline, Division Chief Harvey, Division Chief Brock, Administrative Officer Engler, Finance Director Holoday, and Battalion Chief Wadsworth

Others Present: District Legal Counsel Brent Collinson

Chairman Wilford requested all Board Members to put their iPads in airplane mode for the duration of the meeting. The Board Members complied.

The meeting commenced with the pledge of allegiance led by Chief Seline.

CLEAR THE AGENDA – ITEM 4

No action taken.

PUBLIC COMMENTS – ITEM 5

Members of the public shall be allowed to address the Board of Directors on items not appearing on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board, provided that no action shall be taken unless otherwise authorized by California Government Code Section 54954.3. Each speaker will be limited to one (1) appearance and be limited to three (3) minutes, but speaker time may be reduced at the discretion of the Board Chairman if there are a large number of speakers on any given subject. There shall be no assignment of speaking time from one member of the public to another member of the public.

Chairman Wilford asked for comments from the public. There were none.

CONSENT CALENDAR – ITEM 6

These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent calendar for discussion.

The Board reviewed the Consent Calendar.

Chairman Wilford asked for public comments. There were none.

Chairman Wilford asked for Board comments.

Chairman Wilford asked to have the January 25, 2018 Finance Committee Minutes revised to reflect that he was not present.

Director Botto moved to accept the Consent Calendar with changes noted. Director Prado seconded the motion.

Motion passed unanimously 5/0.

For the record the Consent Calendar includes the following:

Board Meeting Minutes of January 16, 2018, Finance Committee Meeting Minutes of January 11, 2018 and January 25, 2018. The January 2018 Check Registers: General Fund check numbers 30715-30807 including CalPERS EFTs; Plumas ACH Retiree Health Wire Transfer; Ambulance account check number 1253-1257, Payroll account check number 1124 totaling in the amount of \$964,415.97. January 2018 reports including: Finance Statements; District Balance Sheets; Fund Balance Reports; Monthly Call Reports; Training Reports; and Personnel Status Report.

STAFF REPORTS– ITEM 7

Chief's Report – Item A

Chief Seline reviewed his report with the Board, which is located in the agenda packet.

Chief Seline informed the Board that in a discussion with Director Prado the topic of an Alternate Finance Committee member was brought up. This item will be agendized for the March 20th meeting for discussion with possible action.

Chief Seline reported to the Board that both counties tax payments were received in January. The overall increase is 5%.

Chief Seline reported to the Board that the change in call volume from last year to this is primarily due to last years weather events, we are on track with previous years.

Chief Seline Informed the Board that Battalion Chief Larry Ochoa is anticipating on retiring April 30, 2018. With this knowledge Matt Parkhurst has been promoted to Battalion Chief and Randy Weiss has been promoted to Captain leaving an open Firefighter position. This position will be filed once year end projections have been analyzed and sufficient funds are determined.

Chief Seline reported to the Board that the District should be receiving approximately \$50,000.00 from GEMT for the 2016/2017 fiscal year. We are waiting to hear from GEMT as to the result of our past years audits.

Chief Seline reviewed with the Board the use of “bailout belts” and the decision to no longer use the bels with the rope instead crews will train on backing out of buildings and using second story ladders as an alternate egress.

Chief Seline informed the Board that the Employee Appreciation Dinner will be held May 3rd at Cottonwood.

Chief Seline answered questions from the Board.

Chairman Wilford asked for public comments or questions.

Pat Davison, Government Affairs Manager – CATT, prior to the meeting submitted a letter in regards to the Administration section of the 02-20-18 Fire Chief's report in regards to the Martis Valley Tax Rate Area, attached to these minutes. Ms. Davison offered their continued support regarding this issue. She thanked Chief Seline and the Board of Directors for their leadership and vision to ensure that the District can meet the service demands of today, tomorrow, and into the future.

Chairman Wilford asked for any additional public comments. There were none.

Fire Marshal's Report- Item B

Fire Marshal Harvey reviewed his report with the Board, which is located in the agenda packet.

Fire Marshal Harvey reported to the Board that Tahoe Forest Hospital will be installing a new 2.5-million-dollar alarm system. The project is scheduled to take approximately 1.5 years and will include emergency responder communications.

Fire Marshal Harvey answered questions from the Board.

Chairman Wilford asked for public comments or questions. There were none.

Battalion Chief Report – Item C

Battalion Chief Wadsworth

Chief Wadsworth reviewed the past months call volume with the Board, as well as, gave an overview of notable calls during the same time frame.

Chief Wadsworth informed the Board that staff will begin avalanche trainings. Captain Kessmann will lead the trainings. The Truckee High School has begun a new semester and a new Pathways program class. FF Jitloff to help instruct class.

Chief Wadsworth answered questions from the Board.

Chairman Wilford asked for public comments. There were none.

COMMITTEE REPORTS – ITEM 9

Report from any standing or Ad Hoc Committee – Item A

Envision DPR

Nothing to report.

Martis Valley 0% Tax Rate Area

District Legal Counsel Brent Collinson recused himself and left the room during the discussion, due to his potential conflict of interest as he owns property in the area being discussed. However, he was allowed to listen to the discussion from outside the room.

Chief Seline informed the Board that he met with Nevada County LAFCo. Executive Manager SR Jones to get a better understanding of the possibility of moving the fire districts boarder in areas of Martis Valley. Station 96 would remain the closest resource for all emergencies. Largest change would be fire department of record which would manage building permits and other support services. The District would no longer collecting mitigation fees in the detached area. Ms. Jones advised that this would be a detachment, reverse annexation. This cannot be done without another fire department agency taking over service. Both Northstar Fire and CalFire have been informed of the developments. Since the area in question is in Placer County the Placer County LAFCo. Would take the lead.

Chief Seline has a meeting with both Nevada and Placer County LAFCo. Executive Director's and County Counsel's on February 27th to discuss the matter further.

Chief Seline answered questions from the Board.

Chairman Wilford asked for public comment. There was none.

Fire Chief Evaluation

Director Hernandez volunteered to lead the Fire Chief evaluation. He informed the other Board Members that they will be receiving a blank review for them to complete and return to him. He will then compile all comments and present back to the Board for review prior to presenting to the Fire Chief. He would like to have the review ready to present by the 1st of April.

Chairman Wilford asked for Board comments. There were none.

Chairman Wilford asked for public comment. There was none.

OLD BUSINESS – ITEM 10

No items.

NEW BUSINESS – ITEM 11

Discussion with Possible Action: Truckee Sanitary District Requesting Waiver of Fire Suppression Benefit Assessment fees for Nevada County Parcels. - Item A

Chief Seline asked the Board to waive all Fire Suppression Benefit Assessment fees for Truckee Sanitary District Nevada County parcels due to our agencies quid pro quo relationship. Discussion followed.

Chairman Wilford asked for public comments. There were none.

Director Hernandez made a motion to waive all Fire Suppression Benefit Assessment fees for Truckee Sanitary District Nevada County parcels. Director Prado seconded the motion.

Motion passed unanimously 5/0.

Discussion with Possible Action: Nominations for Special District Voting Member of Nevada County LAFCo. – Item B

Administrative Officer Engler informed the Board that Nevada County LAFCo. is seeking interest from Special District Board Members to serve as a Special District voting member on their Board. Board Member must reside in Nevada County to be eligible.

Chairman Wilford asked for interest from the Board. There was none from eligible members.

Chairman Wilford asked for public comments. There were none.

Discussion with Possible Action: Resolution 01-2018; A Resolution Adopting The Post Employment Health Plan for Public Employees (PEHP) for the Employees of the Truckee Fire Protection District – Item C

Finance Director Holoday reported to the Board that the Post Employment Health Plan for Public Employees (PEHP) would be for all Tier 3 employees hired after July 1, 2013. Currently Tier 3 employees receive Minimum Employer Contributions towards their health care premiums if they choose to continue with CalPERS medical. This plan give the ability to save tax free for use after retirement on health related issues, either premiums or co-pays. These funds cannot be used for any other purchases. The District will match employee contributions up to a max of \$150.00. Discussion followed.

Chairman Wilford made a motion to adopt Resolution 01-2018; A Resolution Adopting The Post Employment Health Plan for Public Employees (PEHP) for the Employees of the Truckee Fire Protection District and waive the reading. Director Hernandez seconded the motion.

Chairman Wilford asked for public comments. There were none.

Roll call vote: Director Hernandez – yes, Director Prado – Yes, Chairman Wilford – Yes, Director Botto – Yes, and Director Herrick – Yes.

Discussion with Possible Action: Resolution 02-2018; A Resolution of the Governing Body of the Truckee Fire Protection District, Declaring that Governing Body Members and Volunteers Shall be deemed to be Employees of the District for the Purpose of Providing Workers' Compensation Coverage for Said Certain Individuals while Providing their Services – Item D

Administrative Officer Engler reported to the Board that last spring the Board adopted a resolution to extend workers' compensation coverage to CERT team members and volunteers. This resolution is in place of the former resolution extending coverage to Board Members while they are in official capacity of the District. Discussion followed.

Director Botto made a motion to adopt Resolution 02-2018; A Resolution of the Governing Body of the Truckee Fire Protection District, Declaring that Governing Body Members and Volunteers Shall be deemed to be Employees of the District for the Purpose of Providing Workers' Compensation Coverage for Said Certain Individuals while Providing their Services and waive the reading. Director Herrick seconded the motion.

Chairman Wilford asked for public comments. There were none.

Roll call vote: Director Hernandez – yes, Director Prado – Yes, Chairman Wilford – Yes, Director Botto – Yes, and Director Herrick – Yes.

Discussion with Possible Action: Surplus 1986 Autocar Engine S4 and Use as Trade in for the new Engine 92 – Item E

Chief Seline reported to the Board that as they are aware Hi-Tech EVS in Oakdale is currently building the Districts new Spartan Fire Engine. The District looked to the equipment roster to possibly surplus an older engine from our fleet to make room for the new engine. The District has 2 older Autocar Engines which are rarely used and not trained on any longer. After an exhausting search we found that engines in this condition are selling for approximately \$8,000.00. Hi-Tech EVS has offered to take the engine in on trade for the new Spartan engine for \$10,000.00. The engine has some nostalgic values to Hi-Tech. Chief Seline is asking the Board to deem the engine as surplus and use it as a trade in for \$10,000.00 on the new Spartan engine.

Chairman Wilford asked for Board comments or questions. There were none.

Chairman Wilford asked for public comments. There were none.

Director Prado made a motion to deem the 1986 Autocar engine as surplus and use it as a trade in for \$10,000.00 on the new Spartan engine.

Motion passed unanimously 5/0.

Discussion with Possible Action: Engine 92 Change Order from Hi-Tech EVS – Item F

Chief Seline reported to the Board that our new engine is currently being built at Hi-Tech EVS and is scheduled to being completed by May 2018. The District has requested a few modifications and changes that are not included in the original price. The changes order reflects those modifications and changes in the amount of \$9605.00. The trade for the 1986 Autocar will offset the cost. Discussion followed.

Chairman Wilford asked for Board comments or questions. There were none.

Chairman Wilford asked for public comments. There were none.

Director Prado made a motion to deem the 1986 Autocar engine as surplus and use it as a trade in for \$10,000.00 on the new Spartan engine.

Motion passed unanimously 5/0.

Discussion with Possible Action: Actuarial Study of Retiree Health Liabilities Under GASB 74/75 as prepared by Total Compensation Systems, Inc. – Item G

Administrative Officer Engler reported to the Board that Total Compensation Systems has prepared the Actuarial Study of Retiree Health Liabilities Under GASB 74/75 based on fiscal year end 06/30/17. The report provides information amongst the costs and liabilities as associated with retiree health benefits the necessary information to comply with GASB 74/75 as related to the District's OPEB plan. Ms. Engler reviewed the report with the Board noting the base changes that are a result of GASB 74/75.

Chairman Wilford asked for Board comments or questions. There were none.

Chairman Wilford asked for public comments. There were none.

Director Hernandez made a motion to accept the Actuarial Study of Retiree Health Liabilities Under GASB 74/75 as prepared by Total Compensation Systems, Inc. Chairman Wilford seconded the motion.

Motion passed unanimously 5/0.

Discussion with Possible Action: Planned Capital Mitigation Purchases - Item H

Chief Seline updated the Board on purchases as related to the 2016 5-year Capital Improvement Plan Mitigation Fee and Expenditure Plan. Two items in particular.

Ice Rescue Boat – Item 1

Chief Seline informed the Board that the 30-year-old ice rescue boat is beyond repair for the District's needs. It also has some safety concerns regarding swamping the boat on windy days. It is slated for replacement in the plan. Chief Brock has done extensive research on a replacement. One manufacturer met all the District's requirements, Biondo Boat. He traveled to Oshkosh, WI and met with the boat manufacturer and the Oshkosh Fire Department to inspect and test drive their boat. While there he was able to observe OFD's training Confirming that this boat meets the needs of the District.

In the plan \$155,000.00 was allocated to replace the aging boat. Prices have gone up since originally looking as well as specification requirements have been re-evaluated. Chief Seline is asking the Board to consider approving spending \$225,000.00 from the Mitigation Fund to purchase the proposed Ice Rescue Boat from Biondo Boats.

Chief Seline and Chief Brock answered questions from the Board.

Chairman Wilford asked for public comments. There were none.

Director Hernandez made a motion to approve the purchase of the Biondo Ice Rescue Boat in the amount of \$225,000.00. Chairman Wilford seconded the motion.

Motion passed unanimously 5/0.

Medic Unit – Item 2

Chief Seline informed the Board that he was hoping to have the detail on the new medic unit for tonight unfortunately there was an unforeseen delay. This item will be added a future agenda.

Chairman Wilford asked for Board comments or questions. There were none.

Chairman Wilford asked for public comments. There were none.

Discussion with Possible Action: Engine 92 Refurbishment – Item I

Chief Seline informed the Board that as they are aware Engine 95 has been at Fire Trucks Unlimited in Henderson, NV being refurbished. Both FFM Dave Baker and BC Matt Parkhurst have inspected the progress a few times and are very happy with it. They have recommended that the current Engine 92 be refurbished. Fire Trucks Unlimited have committed to keeping the same pricing with a 10% contingency. We sought bids for Engine 95 and Fire Trucks Unlimited was the best price. The refurbishment of Engine 92 would complete the first out Engine upgrades.

Chief Seline is asking the Board to consider spending \$275,000.00 from the Building and Equipment fund with the possibility to fund with surplus General funds.

Chief Seline answered questions from the Board.

Chairman Wilford asked for public comments. There were none.

Director Herrick made a motion to authorize the refurbishment of Engine 92 with Fire Trucks Unlimited in the amount of \$275,000.00 paid with funds from the Building and Equipment account with the possibility to fund with surplus General funds. Director Prado seconded the motion.

Motion passed unanimously 5/0.

Review and Discuss: 2017 District Performance Measures – Item J

Chief Seline reviewed the Performance Indicators with the Board. He informed the Board since no agency is the same he compiled the list of indicators from multiple reports on the web. He compared the 2016 and 2017 indicators with the Board. He reviewed the importance of tracking indicators and how to use them to make changes.

Chief Seline answered questions from the Board.

Chairman Wilford asked for public comments. There were none.

Review and Discuss: Strategic Plan Progress Review - Item K

2017 Strategic Plan Summary of Results – Item 1

Chief Seline reviewed the 2017 accomplishments with the Board.

Chief Seline answered questions from the Board.

Chairman Wilford asked for public comments. There were none.

2018 Strategic Plan Summary – Item 2

Chief Seline reviewed the 2018 tasks with the Board.

Chief Seline answered questions from the Board.

Chairman Wilford asked for public comments. There were none.

CLOSED SESSION-ITEM 12

No items.

RETURN TO OPEN SESSION-ITEM 13

No items.

WRITTEN COMMUNICATIONS-ITEM 14

Review Thank You Card from Andrea Burkam and Family – Item A

The Board reviewed the letter.

Review Thank You Email from Don Attix – Item B

The Board reviewed the email.

BOARD COMMUNICATIONS-ITEM 15

Director Hernandez thanked crew that came to a medical emergency at Sierra College. He reviewed the call and stated that the call was a perfect demo for his EMT class. He congratulated Larry Ochoa on his retirement stating that he will be missed, they go way back. He thanked Chief Seline for continuing on the Martis Valley area, commenting that Chief Seline is a good leader as seen in the Strategic Plan.

Director Prado congratulated Larry Ochoa on his retirement and congratulated Matt Parkhurst and Randy Weiss on their promotions. She commented that the performance indicators are very helpful. She stated that she is taking an Emergency Responder course. There are 2 members of the CERT team are in her class and she shared comments from them regarding the CERT team, they are so excited about being part of the team.

Director Herrick stated that he will miss the employee dinner on May 3rd, he will be out of the country on a planned vacation. He stated that Chief Seline has taken Truckee Fire to the next level and he thank him for that.

Director Botto stated that it is always nice to see the thank you notes at the end of the agenda. Stated that he attended the SDRMA Special District Leadership class. He stated that he is proud to see how far our district has come much because of the leadership of Chief Bill Seline. He talked about points he learned from his class. He further commented that it is good to see upward mobility within the department. Condolences to Paul Spencer on the passing of his brother.

Chairman Wilford congratulated Larry Ochoa on his retirement and congratulated Matt Parkhurst and Randy Weiss on their promotions. He thanked FD Niki Holoday for dealing with the GASB requirements. He thanked Chief Seline for the Strategic Plan stating the it is outstanding. He thanked BC Wadsworth on the training plan. Kudos to FF Voosen and Capt. Davis on their field save.

Chairman Wilford asked for public comments. There were none.

ADJOURNMENT – ITEM 16

Having no further business on the agenda to come before the Board, Director Botto made a motion to adjourn. Director Prado seconded the motion.

Chairman Wilford asked for public comments. There were none.

Motion passed unanimously 5/0.

Adjournment: 8:23 PM

Respectfully submitted:

Joyce Engler

Administrative Officer / Clerk of the Board



Contractors Association of Truckee Tahoe

February 20, 2018

The Honorable Paul Wilford
The Honorable Victor Hernandez
The Honorable Gary Botto
The Honorable Gerald Herrick
The Honorable Erin Prado

Truckee Fire Protection District Board of Directors
P.O. Box 2768
Truckee, CA 96160

RE: Agenda Item 7A/Chief's Report – Martis Valley Tax Rate Areas

Chair Wilford, Vice Chair Hernandez, and Directors Botto, Herrick, and Prado:

As you know, the Contractors Association of Truckee Tahoe has been following the property tax distribution problem for the annexed parcels in Placer County for several years. It was a pleasant surprise to see in the Chief's report for tonight:

Administration

I have a fact-finding meeting with both County LAFCO's February 27th to discuss the process for moving the fire district border in the Martis Valley area to carve out areas that are not paying for services

Please know that we strongly support your continuing efforts to seek equity on this issue. It has always been our goal to help the District find new revenues to offset the loss of that property tax share. The way forward has not been easy - you are to be commended for not giving up!

Thank you for your leadership and vision to make sure Truckee Fire Protection District can meet the service demands of today, tomorrow, and in the future.

Please do not hesitate to contact me (pat@ca-tt.com or 530.550.9999) if you have any questions.

Sincerely,
CONTRACTORS ASSOCIATION OF TRUCKEE TAHOE

A handwritten signature in blue ink that reads 'Pat Davison'.

Pat Davison
Government Affairs Manager