

The Board of Directors of the Truckee Fire Protection District met in Regular Session on Tuesday March 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, and Wilford

Directors Absent: Prado

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

Others Present: District Legal Counsel Brent Collinson

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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.

Director Hernandez moved to accept the Consent Calendar. Chairman Wilford seconded the motion.

Motion passed unanimously 4/0.

For the record the Consent Calendar includes the following:

Board Meeting Minutes of February 20, 2018, Finance Committee Meeting Minutes of February 7, 2018 and February 22, 2018. The February 2018 Check Registers: General Fund check numbers 30808-30921 including CalPERS EFTs; Plumas ACH Retiree Health Wire Transfer; Ambulance account check number 1258-1265, Payroll account check number 1125 totaling in the amount of \$374,679.44. February 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 GEMT has completed the audits for 09/10, 10/11, 11/12, and 13/14. We were anticipating to have pay back approximately \$120,000.00 as a result of the audits. However, only the 13/14 audit indicated a pay back in the amount of \$16,000.00. GEMT Explained their cost analysis differences and we have made adjustments in our calculations for future years. Since the pay back is not included in the budget Niki is researching the proper way to address the expense.

Chief Seline reported to the Board that wildfire preparedness is ramping up. The District will participate in a large regional drill on May 19<sup>th</sup>. Engine crew, Chief Officers, and the CERT team will participate.

Chief Seline informed the Board that we are working on a defensible space rebate program. Where the local resident would hire a licensed defensible space contractor for vegetation cleanup, present a copy of their receipt to the District, and potentially be eligible to receive a rebate from the District up to a maximum amount to be determined by the District. This program would provide more benefit than just chipping alone. The amount of funds available for the program would change annually based on the budget.

Chief Seline announced that he has been appointed to serve as President of the Eastern JPA Fire Chiefs Association, which involves coordinating our regional activities and quarterly meetings. Chief Mark Shadowens most recently served in this role for several years until his recent retirement.

Chief Seline reported to the Board that it has been several years since we last updated our ambulance rates. Our current rate average trip charge is \$2600. According to the state reporting guideline EMS cost analysis shows that the rate is closer to \$3100. The District and Intermedix

are reviewing what other agencies are charging and what commercial insurance will pay. Recommendations will follow in the next few months.

Chief Seline further reported to the Board that Dave Baker and Matt Parkhurst are currently in Henderson, NV doing the final inspection on the Engine 95 rebuild and anticipate driving it back on Friday. The new Engine from Hi-Tech is on track for a May 1 delivery. The budget projections indicate that we remain on budget for year end.

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 informed the Board that the Fire Prevention Fee Schedule went into effect on March 1<sup>st</sup>. Installation of the radios purchased through the FEMA grant are being completed at Station 96. Equipment is being routed through Station 96.

Fire Marshal Harvey reported to the Board that he assisted with a house fire investigation in Squaw Valley last weekend and it appears to be propane related.

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. He commented that crews did a great job dealing with the inclement weather and traffic while getting to calls. He also reported on trainings during the past month.

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 the he met with both Placer and Nevada counties LAFCo representative and their attorneys to discuss the possibility of changing the District's border and possibly detaching an area. A couple things would have to be considered (1) a logical border would have to be identified, meaning no pay TRA's within a geographical area cannot be independently selected (2) a new fire department of record would need to be established (3) among may other detail such as 50% residential protests. He was informed that annexation and de-annexation is a tax swap. Northstar Fire nor Cal Fire would take over the area without funding. He was further informed that proposals of this nature have a high probability of ending up in litigation.

He also met with Al Johnson, former Roseville Mayor, who has been hired by the Martis Camp Board. The solution his is recommending is to get a read from the county to find out how they would feel about TFPD detaching the no pay TRA's in the Martis Valley area, returning the responsibility for fire protection to the county and then the county contract with TFPD for services. This approach would eliminate the county from shifting tax dollars. Mr. Johnson is making the point that homeowners in Martis Camp and Martis Valley are paying a large sum in taxes to the county with no extra service cost the county, fire would be the only. Mr. Johnson has met with 4 of the 5 Placer County Supervisors and he plans to meet with the 5<sup>th</sup> as well as the new CEO in the next week and report back.

Chief Seline answered questions from the Board.

Chairman Wilford asked for public comment. There was none.

#### Fire Chief Evaluation

Director Hernandez informed the Board that he met with Chief Seline to revise the evaluation questions. The evaluation will go out to the Board with a new timeline for presentation to be June.

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: Appoint Alternate Finance Committee Member - Item A

Chief Seline informed the Board that Director Prado recognized the possibility of having an alternate finance committee member to be able to give depth to the committee in case one of the Board committee members were unable to attend a finance committee meeting. Director Prado would be interested to serve as the alternate if the Board were to choose to point her. Discussion followed.

Chairman Wilford asked for public comments. There were none.

Director Herrick made a motion to appoint Director Prado to serve as the alternate Finance Committee member. Director Hernandez seconded the motion.

Motion passed unanimously 4/0.

Discussion with Possible Action: Proposal for Professional Auditing Services – Item B

Administrative Officer Engler informed the Board that last December a Request for Proposal for Professional Auditing Services went out. She explained the process taken to announce the request. Proposals were due February 26<sup>th</sup>. We received the 3 proposals included in your packet. We have completed an extensive review of the proposals and recommend James Marta & Company LLP. They are well qualified with strong local references. Discussion followed.

Chief Seline and Administrative Officer Engler answered questions from the Board.

Chairman Wilford asked for additional questions or comments from the Board. There was none.

Chairman Wilford asked for public comments. There were none.

Director Botto made a motion to accept the proposal for Professional Auditing Services from James Marta & Company LLP and retain them for one-year, FYE 06/30/2018, with the option to extend for 2 additional years. Director Hernandez seconded the motion.

Motion passed unanimously 4/0.

Review and Discuss: Mutual Aid Agreement between REMSA and Truckee Fire Protection District – Item C

Director Hernandez recused himself from discussion due to a potential conflict as he has an employment relationship with REMSA.

Chief Seline reviewed the mutual aid agreement with REMSA. He informed the Board that the District has had an agreement with REMSA in the canyon area since 1998. REMSA updated their agreements recently. There is no action just informational to update the Board. REMSA has the same philosophy as the District to provide the closest resource for a quicker response to incidents. The agreement has a 30-day cancellation for any reason.

Chief Seline answered questions from the Board. There were none.

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**

No items.

**BOARD COMMUNICATIONS-ITEM 15**

Director Herrick informed the Board that he will be out of town and unable to attend the Appreciation Dinner on May 3<sup>rd</sup> nor the May 15<sup>th</sup> Board meeting. He commented that the Defensible Space plan makes sense and is good for the public. He congratulated Chief Seline on his appointed as JPA President. He thanked Chief Seline for continuing with the Martis Valley tax issue.

Director Botto congratulated Chief Seline on his appointed as JPA President. He commented that he appreciates the fact the defensible space plan allows for private enterprise interaction. He commented that he has a good friend who was transferred to Renown for medical care who wanted to thank Nick Tennant and Rich Williams for their care during transport.

Director Hernandez commented that the regional wildland fire drill is great stating that he was asked during a recent airshow meeting about wildland preparedness. He likes the direction of defensible space support. He thanked staff for handling all the calls during the recent weather events. He stated that he is an advocate for training and it is admirable that staff continues to train while being busy. He thanked staff for their work on the audit proposals. He announced that the airshow is 160 days out! This year's theme is recognition of first responders.

Chairman Wilford wish Director Prado to get well soon. He congratulated Chief Seline on his appointed as JPA President. He also congratulated Matt Seline for being #2 in the nation in big mountain skiing! He likes the defensible space plan. He thanked staff for their dedication during the recent weather events. He also thanked admin staff for their work.

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 Hernandez made a motion to adjourn. Chairman Wilford seconded the motion.

Chairman Wilford asked for public comments. There were none.

Motion passed unanimously 4/0.

Adjournment: 7:09 PM

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Respectfully submitted:

*Joyce Engler*

Administrative Officer / Clerk of the Board