

The Board of Directors of the Truckee Fire Protection District met in Regular Session on Tuesday April 17, 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: Hernandez, Herrick, and Wilford

Directors Absent: Botto and Prado

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

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 for the Finance Committee Minutes to be corrected to reflect Finance Director Holoday's attendance at the March 8, 2018 meeting and Division Chief Harvey's attendance at the March 22, 2018 meeting.

Director Hernandez moved to accept the Consent Calendar with changes noted above. Director Herrick seconded the motion.

Motion passed unanimously 3/0.

For the record the Consent Calendar includes the following:

Board Meeting Minutes of March 20, 2018, Finance Committee Meeting Minutes of March 8, 2018 and March 22, 2018. The March 2018 Check Registers: General Fund check numbers 30922-31004 including CalPERS EFTs; Plumas ACH Retiree Health Wire Transfer; Ambulance account check number 1266-1268, totaling in the amount of \$956,587.76. March 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 reminded the Board that Director Prado is not here tonight because she is attending the CSDA's Special District Leadership conference in Monterey.

Chief Seline informed the Board of legislation being discussed at the state level. One following Santa Rosa fires is in regards to funding ability of the state to pre-position resources in areas of high risk of a major fire. On a red flag day, the state could potentially move resources to the area during the extreme fire event, which would be costly possibly 100 Million to fund. In areas where there is a potential lag time before resources arrive a pre-positioned resource would potentially prevent a sizeable fire. Another piece of legislature that we are watching is the re-creation of redevelopment funds, they are calling it redevelopment 2.0. This would potentially pull funds from local government and special district as the previous redevelopment funds did to fund ventures.

Chief Seline reported to the Board that Division Chief Harvey has been working with Placer County OES to set up a Firewise Community. A Firewise Community is an NFPA designation awarded to Home Owner Associations recognizing their efforts in taking proactive steps and making their community safe from wildfire. The NFPA designation could help with the reduction of home owner's insurance premiums. Although we would like to designate the whole District as a Firewise Community the designation is more based per HOA. We will be working with local HOA's on the process. Tahoe Donner and Serene Lakes have been designated. Division Chief Harvey and his team have been working with Martis Camp and the Glenshire area.

Chief Seline reported that the USFS has published their Big Jack East preliminary environmental impact report and we have heard from concerned community members about the project and have

walked site numerous times. The defense zone is the most critical, which is the area right behind the houses. Fuel modifications in this area would be beneficial. The District is supportive of the overall USFS project, however, we feel compelled to bring 3 concerns about the environmental impact report to the USFS' attention. We will do so in a letter to them. The most concerning things about the document so far are: (1) tree spacing (2) fuel break or variable thinning (3) limbs/tops left in the forest.

Chief Seline answered questions from the Board.

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

Fire Marshal's Report- Item B

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

Chief Harvey informed the Board that both part-time Fire Prevention Inspectors, Dean Litchfield and Bill Steward, are in Sacramento today attending a firework display inspection class.

Chief Harvey informed the Board that Tahoe Forest Hospital has begun their alarm system integration and communication radio system project.

Chief Harvey reported to the Board that FF Nick Brown applied for and was selected for the Fire Prevention Specialist I position. He will begin his new role on July 1, 2018.

Chief Harvey reported to the Board that Martis Camp has meet the requirements to be designated as a Firewise Community.

Chief Harvey answered questions from the Board.

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

Battalion Chief Report – Item C

Battalion Chief Parkhurst

Chief Parkhurst reviewed the past months call volume with the Board, as well as, gave an overview of notable calls during the same time frame. He also reported on trainings during the past month.

Chief Parkhurst informed the Board that FF Dave Fichter received the Higgins Langley Award.

Chief Parkhurst reported to the Board that Engine 95 is back in service.

Chief Parkhurst answered questions from the Board.

Director Hernandez thanked Chief Parkhurst for coordinating the vehicle extrication training for the Sierra College EMT and EMR classes. He thanked Captain Huseby, FF Arney, FF Brixey, and FF Nelson for conducting the training.

Chairman Wilford asked for public comments. There were none.

COMMITTEE REPORTS – ITEM 8

Report from any standing or Ad Hoc Committee – Item A

Finance

Chief Seline informed the Board that the District is right on track with expenses.

Envision DPR

Nothing to report.

Martis Valley 0% Tax Rate Area

District Legal Counsel Brent Collinson did not recuse himself as he no longer has a potential conflict.

Chief Seline reported to the Board spoke with Al Johnson, the representative hired by Martis Camp, he has met with all the Placer County Supervisors and with the new CEO Todd Leopold. They all expressed their support of the proposed solution, which would be to de-annex the Martis Valley 0% TRA portion with a viable border. Simultaneously Placer County would contract with TFPD to provide fire services to the de-annexed area. The apportionment rate developed by SCI Consultants for the Sugar Bowl CFD of \$358.00 would be used for the basis of the contract to be negotiated. Placer County CEO Todd Leopold informed Al Johnson that they would begin identifying the affected properties and entering into negotiations with the fire district but he would meet with the supervisors before that happens. If Placer County decides to move forward he would bring any proposed contract before the Board. He recommends that the District retain Al Johnson as a consultant. Mr. Johnson recommends that the District retain a Special Attorney that works with LAFCo. of the development of the special map suitable for LAFCo. More to follow.

Chief Seline answered questions from the Board.

Chairman Wilford asked for public comment. There was none.

OLD BUSINESS – ITEM 9

No items.

NEW BUSINESS – ITEM 10

Discussion with Possible Action: Nevada County LAFCo. Election for Regular Special District Member - Item A

Administrative Officer Engler informed the Board that Nevada County LAFCo. is requesting the District submit their vote for Regular Special District Member. The Board reviewed the submitted candidate statements and resumes. Discussion followed.

Chairman Wilford asked for public comments. There were none.

Chairman Wilford made a motion to vote for Patricia Nelson. Chairman Hernandez seconded the motion.

Motion passed unanimously 3/0.

Discussion with Possible Action: Budget Amendment for GEMT Audit Reimbursement – Item B
Finance Director Holoday provided the Board with an amended staff report. Copies of the amended staff report were placed on the back table for the public, additionally is attached to these minutes. Ms. Holoday reviewed the GEMT audit reimbursable amount with the Board. The District has received approximately \$600,000.00 from this program and originally thought that the payback would be approximately \$120,00.00, the \$36,713.00 is reasonable. There are a few more years to be audited but with the District's conservative approach and the result from the audits performed we are not anticipating any surprises.

Since we did not have this figure it was not included in the budget and we are requesting an amendment to the FY 17/18 budget in the amount of \$36,713.00.

Chief Seline and Finance Director Holoday answered questions from the Board.

Chairman Wilford asked for public comments. There were none.

Director Herrick made a motion to authorize an amendment to the FY 17/18 budget in the amount of \$36,713.00 to repay the State of California GEMT program. Chairman Wilford seconded the motion.

Motion passed unanimously 3/0.

Discussion with Possible Action: Purchase of Ambulance– Item C

Chief Seline informed the Board that in the Capital Improvement plan previously approved by the Board includes a replacement ambulance at an amount of \$200,000.00. This is being brought to the Board for approval because the actual cost of the ambulance is over the approved amount. Reason being the increase of chassis cost and the addition of a power cot and power load system into the purchase. We purchased the power cots separately previously. The power load is relatively new system that has been tested by other providers with great approval.

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

Chairman Wilford asked for public comments. There were none.

Director Hernandez made a motion to approve the purchase of a new Type 1 Wheeled Coach ambulance on a Ford F-450 chassis from EVG (Emergency Vehicle Group, Inc.) in the amount of \$224,239.03. Director Herrick seconded the motion.

Motion passed unanimously 3/0.

Discussion with Possible Action: Ambulance Rate Increase – Item D

Chief Seline reviewed his staff report regarding the proposed increase in ambulance rates with the Board. Based on the District's GEMT average cost for transport being above the District's average charge per transport and the lower collection per transport we are recommending a 10% increase in charges. Additionally, to keep up with increases we recommend increasing the rates annually based on the CPI (Consumer Price Index) for All Urban Consumer for the San Francisco-Oakland-San Jose area. The District has not increased fees in 3 years. This increase could result in a net recovery of approximately \$125,000.00 annually based on the same call volume.

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

Chairman Wilford asked for public comments. There were none.

First Reading: Ordinance 02-2018; An Ordinance of the Truckee Fire Protection District Adopting Charges and Fees for Providing Ambulance and Emergency Medical Services – Item E

The Board conducted a first reading of Ordinance 02-2018; An Ordinance of the Truckee Fire Protection District Adopting Charges and Fees for Providing Ambulance and Emergency Medical Services.

The Board Directed staff to proceed with posting requirements.

Chairman Wilford asked for public comments. There were none.

Discussion with Possible Action: Agreement Between Truckee Fire Protection District and Advanced Data Processing, Inc., A Subsidiary of Intermedix Corporation for Ambulance Billing and Related Professional Services. – Item F

Chief Seline informed the Board that a new contract for ambulance billing and related professional services is required as we have come to the end of the current contract. He explained to the Board that the contract before them is not the final contract. District Legal Counsel Brent Collinson has noted a few items that need to be addressed. The contract includes a reduction in service fees from 7% to 5.75%. The cost of the lockbox will continue to be included in the new contract. He is asking for approval to enter into the agreement subject to approval of finalized changes from staff and counsel.

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

Chairman Wilford asked for public comments. There were none.

Chairman Wilford made a motion to approve the Agreement Between Truckee Fire Protection District and Advanced Data Processing, Inc., A Subsidiary of Intermedix Corporation for Ambulance Billing and Related Professional Services subject to approval of finalized changes from staff and counsel. Director Herrick seconded the motion.

Motion passed unanimously 3/0.

CLOSED SESSION-ITEM 11

No items.

RETURN TO OPEN SESSION-ITEM 12

No items.

WRITTEN COMMUNICATIONS-ITEM 13

Review Notice of Appointment from Nevada County LAFCo. – Item A
Board reviewed the notice of appointment from Nevada County LAFCo.

Chairman Wilford asked for public comments. There were none.

BOARD COMMUNICATIONS-ITEM 14

Director Herrick stated that a citizen contacted him regarding a fire district issue and asked for a meeting with Chief Seline. He complimented Chief Seline on an excellent job on the citizens meeting that was held today. He is glad to know that Director Prado is attending the CSDA Special District Leadership conference, she will not only learn a lot but make good contacts. He thanked Joyce for her help in getting his email fixed on his Board iPad. He informed the Board and staff that he will be out of Town (in fact out of the country) and will miss the May 3rd dinner and the May 15th Board Meeting. He congratulated FF Nick Brown on his new position.

Director Hernandez wanted to reiterate how happy he was with the vehicle extrication exercise. This training provided a solid well-rounded instruction and some great memories for his students. He commented that he is please to see the steadfastness on the Big Jack project and the CWPP (Community Wildfire Prevention Program). He commented on the proposed solution addressing the Martis Valley 0% TRA. He thanked staff on the ins and outs of tonight's agenda and for staying on top of programs and contracts. He will be attending and is looking forward to the May 3rd dinner.

Chairman Wilford commented that he dittos Director Hernandez's comments regarding the Big Jack project and the Martis Valley update. He thanked Joyce and Niki for a well-informed board packet. He informed the Board and staff that he will be out of Town the entire month of May, he regrets missing the May 3rd dinner, finance committee meetings and the Board meeting. He congratulated Niki and Doc on their anniversary, thanked her for spending it with us. He thanks the Ops staff, Division Chiefs Brock and Harvey and Battalion Chiefs Rust, Parkhurst, and Wadsworth for all their extra time put into the system and for getting us through the winter safely. He reminded all Board Members that they should to be complete on all required trainings by the June meeting.

Chairman Wilford asked for public comments. There were none.

ADJOURNMENT – ITEM 15

Having no further business on the agenda to come before the Board, Chairman Wilford made a motion to adjourn. Director Hernandez seconded the motion.

Chairman Wilford asked for public comments. There were none.

Motion passed unanimously 3/0.

Adjournment: 7:13 PM

Respectfully submitted:

Joyce Engler

Administrative Officer / Clerk of the Board