

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Workshop Meeting Minutes  
August 17, 2016

The South Placer Fire District Goal Setting Workshop meeting was called to order at 4:30 p.m. on Wednesday, August 17, 2016, by President Mike DeLaurentis.

Board Present:

Mike DeLaurentis, President  
Dave Harris, Vice President  
Sean Mullin, Clerk  
Gary Grenfell, Director  
Teresa Ryland, Director

Absent:

None

Staff Present:

Eric Walder, Fire Chief  
Kathy Medeiros, Board Secretary  
Div. Chief, Mike Ritter

Deputy Chief Walder, the Board of Directors, and staff reviewed the goals list.

Board Mission:

(1) Achieve long term financial viability given the current and future revenue projections

Board Goals

- (1) Evaluate federal, state, and local grant opportunities available to the Fire District and apply to the programs consistent with District needs.
- (2) Complete the Long Term Facility Maintenance Plan.
- (3) Implement a budget subcommittee of the board.
- (4) Explore all opportunities to provide support and administrative functions or consolidations with surrounding fire agencies.

Fire Chief Walder mentioned there has been progress on many additional grant opportunities with the hiring of a grant writer. He continued that the Station 15 remodel will be sent to the facilities committee with the intention to start work at the end of this year. The budget subcommittee has met multiple times and implementation of this goal is complete. Further progress has been made working with Loomis Fire toward consolidation and a Loomis-South Placer Fire consolidation should be a new board goal.

Chief Walder discussed the continued pursuit of revenues from PILT funding and Proposition 172. He noted that the District has been billing Placer County OES for over one year with an outstanding \$24,000 currently past due.

Administration is still continuing to research alternatives to employee and retiree health benefits through Cal PERS.

The review and update of the Strategic Plan is in progress and will take some time. Chief Walder suggested this goal carry forward and be reviewed if the agencies are combined.

Operational efficiencies between South Placer and Loomis Fire are still being reviewed. Over 21 policies have been changed.

OES RT14 has been delivered. Three employees are currently certified to take utilize the trailer with many more employees in process of check off. A training program is in progress.

Quarterly response times are now given to the Board.

Fire prevention is still in progress with certifying inspection personnel and evaluating current public education programs. Chief Mike Ritter has been performing building reviews, fire sprinkler, and alarm plans for both Loomis and SPFD. In addition, there were 6 public education events last year.

The EMS Division has been restructured and policies have been updated by Battalion Chief Brooks. The update of Policy Section 9000 is still in progress.

The Station 15 remodel will be funded with both general and mitigation revenues. The final plan will soon be submitted to the committee.

The shop has completed the installation of the SCBA air system.

For IT, the installation and programming of mobile data computers in the engine companies and chief officer vehicles are complete with improvements to the district web site still under review.

A new goal for 2016/17 for administration was reviewing permanent storage options for administration documents. Also added for EMS was the supervision of the ALS program for Loomis.

There being no further items to be discussed at the workshop, the meeting was adjourned at 5:38 p.m. The board then departed to meet in closed session.

Respectfully submitted,



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Kathy Medeiros  
Recording Secretary

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
August 17, 2016

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, August 17, 2016 at 7:01 p.m. by President, Mike DeLaurentis.

Present:

Mike DeLaurentis, President  
Dave Harris, Vice-President  
Sean Mullin, Clerk  
Terri Ryland, Director  
Gary Grenfell, Director

Absent:

None

Staff in Attendance:

Fire Chief, Eric Walder  
Deputy Chief, Karl Fowler  
Board Secretary, Kathy Medeiros  
Battalion Chief, Matt Feeley  
Captain, Kelly Moretti  
Captain, Matt VanVoldinburg  
Paramedic Firefighter, Jonathan Crull

Special Presentation: None

Public Comment: Volunteers from the American Red Cross informed the Board of a local program to supply residents in high fire areas with smoke detectors or new batteries for existing detectors under a grant program with PG&E. They also provide fire exit plan assistance and several emergency shelters within the District boundaries.

Closed Session: President DeLaurentis reported that the Board has advised counsel to draft correspondence on a private litigation issue. Director Harris excused himself for discussion on the subject.

Consent Agenda: Director Mullin made a motion to approve the consent agenda; seconded by Director Ryland. Carried

Ayes: Grenfell, Harris, DeLaurentis, Ryland, Mullin Noes: None Abstain: None Absent: None

OLD BUSINESS

Functional Consolidation or Merger with Loomis Fire Protection District: Staff recommends discussion on the current status of the consolidation committee and seeks direction for moving forward with the consolidation effort. Chief Walder noted that since the last month's board meeting he began internal communication with staff from both districts. All staff feedback has been positive with the only concern as to seniority. The next step is to reach out to LAFCO and finish the external communication plan. LAFCO has advised that the current MSR study will need to be completed to move further forward. Chief Walder continued that the study is in draft form and may never be completed. Chief Walder will continue to research the situation and advise the Board.

## NEW BUSINESS

Fiscal Year 2015/16 Draft Final Budget: Chief Walder recommends review and discussion with approval of the 2016/17 draft final budget. The final budget will be brought to the Board next month for final approval. He continued that secured property tax revenue received was \$62,000 under projections. For 2016/17, a modest 3.5% increase in property taxes is estimated. Strike team revenues may need further adjustments from \$400,000 as the fire season continues. Deputy Chief Fowler noted that overtime in the last two months were between 38-42 % of salaries. The Loomis contract revenue has been increased an additional \$20,000 for the ALS program responsibilities. Mitigation expenditures include \$350,000 on the Station 15 remodel, a new ambulance, and a new command vehicle. Capital expenditures include the \$200,000 for the Station 15 remodel and \$120,000 for the Station 17 and shop exhaust removal. Total capital expenditures are 4.95% of revenue, well under the 6.75% Board adopted policy. Any remaining savings will be allocated to reserves.

Ayes: Grenfell, Harris, DeLaurentis, Ryland, Mullin Noes: None Abstain: None Absent: None

Approval of CalPERS Retired Annuitant Contract/Mechanic Lawrence Bettencourt: Chief recommends discussion and approval of the contract with Lawrence Bettencourt. Chief Walder explained that legal counsel is recommending Board approval of the contract. Due to the medical leave of the District's mechanic there has been an extreme need to fill the vacancy. He reported that the contract was a typical contract for retired annuitants limited to working under 960 hours in a fiscal year. Chief Walder asked the Board to approve the contract with mechanic Lawrence Bettencourt.

Director Ryland made a motion to approve the CalPERS retired annuitant contract with Mechanic Lawrence Bettencourt. Seconded by Director Grenfell.

Ayes: Grenfell, Harris, DeLaurentis, Ryland, Mullin Noes: None Abstain: None Absent: None

## INFORMATION AND DISCUSSION

Response time report: Chief Walder recommends discussion on the quarterly response times. He continued that ambulance response times are compliant with SSV. Ambulance responses are on scene within 10 minutes for ALS – 95% compliant with the standard being 90%. 81% of responses are within 7 minutes- with the standard being 80%. 67% of responses are within 6

minutes – the standard is 90%. In the quarter, there were 15 responses to grass fires with an average response time of 8.23 minutes, 262 EMS calls with an average response time of 6.38 minutes. In a 7 day period, there were 5.9 incidents per day with 12.1 responses per day. Chief Walder noted that the STATSFD program has been running off all the data and can be disrupted by outliers.

Correspondence: An email was distributed confirming the total levy for the SPFD parcel tax increasing to \$689,000. An annual and monthly statement from PARS Trust reflecting the recent contribution and earnings to the OPEB account.

Chief's Report:

- Proposition 172 update: SPFD not moving forward on the issue with the County
- Fire Services Improvement Study has not been presented to the Board of Supervisors. The county is offering financial audits to distressed districts and assistance with ballot measures.
- Training Update: training has continued for EMS, truck and company operations.
- The shop recently pump tested Engine 20 and it has passed.
- Combined testing and simulations upcoming for SPFD and Loomis fire with three Captain Candidates. Loomis fire has Firefighter Paramedics in backgrounds for the first time. Apprentice Firefighter testing scheduled for September 28.
- Currently two strike teams are deployed: one at the Clayton Fire and the Mineral Fire.
- Local 3809 is in discussion with Sac Area 522 to represent their labor group.
- The Safer Grant has been submitted and is in the selection period. The grant writer has also scheduled a photo shoot Sept. 1 to be used for a Ford grant application.

Functions: The Annual Pink Party is scheduled for October 22<sup>nd</sup>. The eggplant festival in Loomis is October 1<sup>st</sup>.

Board/Staff Comments: None

Future Agenda Items: Final adoption of the 2016/17 Budget, Dry Financing Application

There being no further business to come before the Board, the meeting adjourned at 8:24 p.m. The next regular meeting will be held on Wednesday, September 21, 2016.

Respectfully submitted,



Recording Secretary, Kathy Medeiros