

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
January 08, 2025

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, January 08, 2025, at 6:00 p.m. by President, Tracy Randall.

Board Present:

Tracy Randall, President  
Ken Musso, Vice President  
Chris Gibson, Clerk  
Pete Gallegos, Director  
Dan Bajtos, Director  
Jenine Windeshausen, Director  
Gary Flanagan, Director

Absent:

None

Staff Present:

Mark Duerr, Fire Chief	Engineer Paramedic, Pat Patterson
Kathy Medeiros, Board Secretary	Deputy Chief, Matt Feeley
Battalion Chief, Kelly Moretti	Captain, Tracey Kincheloe
Fire Marshal, Jeff Ingolia	Firefighter Paramedic, Anthony Rydell
Division Chief, James Magnuson	Captain, Joshua Green

Public Comment: Member of the public, Anita Wright, made a public complaint about the holiday lights impacting traffic on Auburn Folsom and King Road.

Consent Agenda: Director Gibson made a motion to approve the consent agenda. The motion was seconded by Director Flanagan.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso    Noes: None    Abstain: None    Absent: None  
Carried

OLD BUSINESS

South Placer Fire District Policy Updates: Staff recommends a second reading and adoption of four proposed policy updates. Chief Duerr asked to pull policies 502 and 506 from approval until amendments could be made. Director Gibson made a motion to approve Policies 501 and 518. Director Gallegos made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso    Noes: None    Abstain: None    Absent: None  
Carried

2025 Board Meeting Schedule: Staff recommends reviewing the proposed 2025 Board meeting schedule. The board agreed at the last meeting to revise the board meeting schedule to the third Tuesday of each month beginning with the month of February. Chief Duerr presented the new Board meeting schedule and inquired if there were any scheduling conflicts. All board members agreed that the proposed meeting scheduled for the third Tuesdays at 6 pm would also work within their schedules. Director Windeshausen made a motion to approve the 2025 board meeting schedule. Director Gibson made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso    Noes: None    Abstain: None    Absent: None  
Carried

Appointment of a New Member to the Loomis Benefit Assessment Citizens' Oversight Committee: Staff recommends the appointment of a new member to the Loomis Benefit Assessment Citizens' Oversight Committee as required under the Proposition 218 Benefit Assessment. Chief Duerr recommended the Board adopt the process of the last recruitment, seeking input from community members interested in the position and/or making recommendations. The board agreed that was the best option at this time. President Randall authorized Chief Duerr to move forward with the recruitment for the vacancy and report back to the Board.

## NEW BUSINESS

South Placer Fire District Policy Updates: Staff recommends a first reading of the proposed policy updates. Five policies to be reviewed for their first reading. Chief Duerr noted that Policy 1021 was discussed and approved by labor. Under Policy 1207 changes were made due to the new committees created at the December board meeting. Policy 1211 is revised for the sequence of the agenda and board packet changes. Director Windeshausen suggested a few changes to the language in 1211 noting that the agenda be posted and available at the same time as the board members packets. President Randall added that the labor report included in the packet should include a brief summary of the items for discussion. The five policies will return to next month's meeting for approval.

Mid-Year Budget Revision: Staff recommends discussion and Board action to amend the 2024/25 Budget. Chief Duerr explained that minor changes include the addition of three apprentice firefighters, remounting of an ambulance, and the addition of solar for Station 19. There were also minor changes to line items to adjust for new projects and revised revenues estimates have been made. The changes resulted in a net increase of approximately \$150,000 at the cost of reducing reserve funding and deferring some other projects until the next fiscal year. Director Flanagan made a motion to approve the mid-year budget revision as presented. Director Gibson made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso    Noes: None    Abstain: None    Absent: None  
Carried

Sale of SCBAs: Staff recommends the Board approve the sale of self-contained breathing apparatus to the Penryn Fire District. The extra SCBA's were awarded as part of a grant in 2018. Staff requests to sell six complete units to Penryn Fire for the price the District paid in 2018. This action will help Penryn operate on a compatible system with much-needed technology and improve county-wide operations. Director Gibson made a motion to approve the sale of SCBAs to Penryn Fire. Director Gallegos made a second to motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso    Noes: None    Abstain: None    Absent: None  
Carried

Authorization to Surplus Water Tender: Staff requests authorization to surplus the Water Tender. The 1985 custom built Chevy has served the District for the past 39 years. Due to its age, size, and manual transmission, it is difficult for staff to operate. In 2022/23, the District received an AFG grant to replace this apparatus. Chief Duerr explained that the water tender could be donated or auctioned off, sold for scraps, or donated to an agency out of the country. Director Gallegos recommended the board auction off the apparatus for liability and financial reasons. The Board gave direction and authorization to Chief Duerr to auction the 1985 water tender.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso    Noes: None    Abstain: None    Absent: None  
Carried

South Placer Fire District Special Tax Reports 2023/24: Staff recommends review and approval of the Fiscal Year 2023/24 Fire Suppression and Protection Special Tax Reports completed December 2025 for the South Placer Fire District - former Loomis Fire District (Division 1) and the South Placer Fire District-Measure A (Division 2). Reports have been prepared by SCI Consulting Group, the District's special tax administrator. The South Placer Fire District (Division 1) special tax revenues were \$539,943 for 2023/24. The South Placer Fire District (Measure A) special tax revenues were \$713,370. Chief Duerr explained that both tax revenues were expensed at 80% to salaries and benefits, 20% to service and operations. Director Windeshausen noted that these taxes do not represent the total tax contributions of Division 1. Director Bajtos made a motion to approve the South Placer Fire District Special Tax Reports 2023/24. Director Gibson made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso    Noes: None    Abstain: None    Absent: None  
Carried

Placer County Fire District Discussion: Staff recommends a discussion to appoint a group of Board members to discuss fire district issues in the County with other fire boards. Chief Duerr explained that board members and other fire district boards have been interested in convening to discuss issues affecting Placer County independent fire districts, following the release of the LAFCO MSR for fire services. He continued that he recommends creating an ad hoc committee composed of up to three board members to meet with other board members of fire districts within Placer County. At this time, frequency and duration of the meeting is still to be determined. Directors Windeshausen and Gallegos expressed interested in serving on the ad hoc committee, with Director Randall serving as the alternate.

Correspondence: One PARS financial statement received for the month of November.

Chief's Report:

- November call Volume: 360 calls, up from November
- M16, E17 most calls by apparatus
- Station 18 most calls by station area
- 1 structure fire, 4 mutual aids, 1 vehicle fire
- Turn out time down, travel time down
- M16, M20, E17 busiest unit hour utilization
- Ambulance responses met SSV compliance at 96% for November
- Fire Prevention department (Chief Ingolia): 8 new starts, 2 commercial projects. 25,944 square feet in remodels this month, 54 sets of plans received, 38 new construction inspections, 0 reinspections.
- Facilities (Chief Ingolia): St. 19 solar plan in development
- Fire Investigations (Chief Ingolia): Fire in Chico was determined to be arson
- Weed Abatements (Chief Ingolia): 25 cases for the year, all resolved.
- Overtime: 42% due to Openings, 18% Sick Leave, 28% holiday, 2% miscellaneous
- Leave usage consistent. 75% Volunteer vs. 25% mandatory Overtime
- Overtime total hours 2000, \$60,000 per pay period
- Leave usage up year over year from last year
- ISRAM ambulance is here
- Ambulance inspections by SSV on site
- Santa Toy and Food drive successful – thanks to staff and board members for assistance
- Arson Task Force with Chief Ingolia deployed to the Bidwell Mansion Fire in Chico for regional support

Labor Report: Labor representative Pat Patterson reported a recent senior member of the line, Engineer Bailey retired. He noted that the retention issue results in a lack of experience that impacts the service level. He continued that the majority of the District's services require paramedics, with rumors of many

paramedics in the testing process for other agencies. He reported that the impact to the service level is a priority that he looks forward to discussing further with the department before an emergency staffing crisis occurs.

Functions: none

Board/Staff Comments: Director Windeshausen noted that the holiday light display in the Kingmont neighborhood was reported to CHP- who was aware of the issue.

Committee Reports: Director Randall reported that the recent Personnel Committee met and finished up discussions on policy updates with more to come for discussion in the February meeting.

Future Agenda Items: None

There being no further business to come before the Board, the meeting adjourned at 7:51 p.m. The next regular meeting will be held on Tuesday, February 18, 2025.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy Medeiros". The signature is written in a cursive, flowing style.

Recording Secretary, Kathy Medeiros