

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
February 10, 2021

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, February 10, 2021 at 6:32 p.m. by President, Gary Grenfell via both teleconference connection and in person meeting. <https://global.gotomeeting.com/join/334440029>

Present:

Gary Grenfell, President  
Chris Gibson, Vice President  
Sean Mullin, Clerk  
Ken Musso, Director  
Terri Ryland, Director  
Mike Johnson, Director

Absent:

Dan Bajtos

Staff in Attendance:

Fire Chief, Eric Walder  
Deputy Chief, Karl Fowler  
Board Secretary, Kathy Medeiros  
Battalion Chief, Matt Feeley  
Battalion Chief, Darren McMillin  
Battalion Chief, Jason Brooks  
Captain Paramedic, Devin Fuller  
Engineer Paramedic, Pat Patterson  
Captain Paramedic, Kelly Moretti  
Captain Paramedic, Matt VanVoltinburg

6:32 p.m. Adjourn to Closed Session: The Board of Directors adjourned to a closed session meeting for the following purposes: PUBLIC EMPLOYMENT APPOINTMENT-FIRE CHIEF. Ad hoc Committee Members: Gary Grenfell, Sean Mullin, and Dan Bajtos (Pursuant to Govt. Code § 54957(b) (1).

6:58 p.m. Reconvene from Closed Session: President Grenfell reported the Board had discussed the promotion of Deputy Chief Karl Fowler to Fire Chief in closed session. Director Ryland made a motion to appoint Deputy Chief Karl Fowler to Fire Chief effective 3/9/2021 and will bring the employment contract to a future regular board meeting for review and approval. Director Gibson made a second to the motion. Carried

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Ryland, Gibson      Noes: None      Abstain: None  
Absent: Bajtos

Public Comment: None

Consent Agenda: Director Ryland made a motion to approve the items for the consent agenda with the motion seconded by Director Gibson. Carried

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Ryland, Gibson      Noes: None      Abstain: None  
Absent: Bajtos

## OLD BUSINESS

Penryn Fire District Request for Service Proposal: The Chief recommends a report from the Penryn Ad Hoc Committee of the Board. Director Gibson began that the two boards met on 1/28/2021 to discuss a possible administration contract between the agencies and it went well. He continued that the Penryn board understood our current position needing more time and they would like a formal answer in the next few months. Director Johnson added that the Penryn board confirmed their intention for a future potential consolidation with South Placer. Director Gibson made a motion to have staff move forward and collaborate to create an administrative contract in March. Director Ryland made a second to the motion. Director Musso requested the Board allow the Committee to meet again with Penryn members to obtain more information in the next week and discuss the drafting of an administrative contract. Board members Gibson and Ryland agreed to amend their motions to allow the committee to meet next week for further research, review and clarification with the possibility of drafting the administrative contract following that meeting. Chief Walder noted that he will schedule a meeting with the Penryn board members and their interim Chief Shannon in the next week. Captain Paramedic Matt VanVoldenburg expressed the labor units desire to collaborate with the Board on the issue. Member of the public, Sandy Harris expressed her concerns on the potential burden to the District without revenue neutrality.

Carried

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Ryland, Gibson      Noes: None      Abstain: None  
Absent: Bajtos

Employee Retention: The Chief recommends discussion on employee retention as a standing item for discussion for every board meeting. Chief Walder began that since last month's report there has been one Firefighter Paramedic released. Two Firefighter Paramedics and one Engineer have been hired. He continued that the District is considering partnering with Southern University to give employees an opportunity for online educational opportunities. Currently the MOU is being reviewed by legal counsel. The item will return for the March meeting for action. Chief Walder noted the last month the Board approved special order shields as an appreciation gift to employees and they are still in processing.

Approval of Financing Resolution for Fire Engine Purchase: Staff recommends approval of the Resolution to move forward with the financing of the two new Pierce Enforcer engines. Last month the Board authorized the purchase to two Type 1 Pierce Enforcer Fire Engine's utilizing the HGAC Buy Program. Chief Walder was given direction to secure the best interest rate over 5 years. Chief Walder continued that he has obtained a rate of 1.69% over a five year term with PNC Equipment Finance with a prepayment penalty. He noted that the current prices expire by February 17<sup>th</sup>. Director Ryland made a motion to approve the financing and Resolution and giving Chief Walder flexibility to any clerical or small changes necessary to move forward with the contract. Director Gibson made a second to the motion. Carried

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Ryland, Gibson      Noes: None      Abstain: None  
Absent: Bajtos

## NEW BUSINESS

Administration Reorganization: Staff recommends discussion and possible action to support the District's Administrative operations during the current and near future leadership changes. Chief Walder continued that his retirement date is formally March 8<sup>th</sup> and additional support is needed at the admin level. Firstly, the Fire Chief appointment has been completed but he suggested that the Ad Hoc Committee enlist a nationwide search agency to find the future Fire Chief following the retirement of Chief Fowler in December of 2021. Then the committee should seek qualified employees to act up immediately for Deputy Fire Chief while also re-writing the vacant position of Division Chief and seeking qualified employees to also act in that position. He continued that the District Secretary position be moved to a full-time position temporarily for one year. He continued that once a permanent Fire Chief is in place the administration organization can be revisited and amended at that time. Captain Paramedic VanVoltingburg added that labor units would like to be included in any discussions for these reorganizations. Director Mullin replied that at this time the Board is engaging in emergency staffing but will engage all partners in the future. Director Gibson made a motion to approve the District's Administration Reorganization changes as presented by Chief Walder. Director Mullin made a second to the motion.

Carried

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Ryland, Gibson      Noes: None      Abstain: None  
Absent: Bajtos

Parcel Tax (Former Loomis Fire District) Administration Contract from SCI: Staff recommends discussion and approval for the Chief to enter into a three-year agreement with SCI to administer the Districts Parcel Tax Measure A in Division 2 of the District. Chief Walder explained that SCI Consulting Group is the consultant that administers many of the District's taxes and benefit assessments. They have submitted a proposal for a three-year agreement renewal with a modest increase over the next three years. He continued that SCI has done an excellent job administering our taxes and assessments while also responding to complaints from homeowners directly. Director Ryland made a motion to accept the proposal and authorize the Chief to execute a new agreement with SCI Consulting Group. The motion received a second by Director Gibson.

Carried.

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Ryland, Gibson      Noes: None      Abstain: None  
Absent: Bajtos

Fiscal Year 2020/21 2<sup>nd</sup> Quarter Budget Report: The Chief recommends a short presentation on the status of the Fiscal Year 2020/21 budget. Staff assembles a budget overview every quarter for information and discussion. Chief Walder remarked that the reports reflect the mid-year point in the fiscal year. All looks good with ½ of the general revenue received to date. Mitigation fees revenues fell slightly for the month but are expected to pick up in the next few months. OES Revenue are over budget while ambulance revenues dropped. Salaries and benefits are in line at 50% expended for the year with service and operations falling below expectations so far this year. Fixed assets and capital expenditures are beginning to ramp up spending now that the December property tax draw has been received. Director Gibson made a motion to approve the Fiscal Year 2020/21 Budget Report. The motion received a second from Director Ryland.

Carried

Rollcall:

Ayes: Musso, Johnson, Mullin, Grenfell, Ryland, Gibson      Noes: None      Abstain: None  
Absent: Bajtos

LAFCO Special District Representative Call for Nomination: Staff recommends discussion and possible action as the Placer Local Agency Formation Committee has opened the nomination period for one regular and one alternate Special District representative seat on the commission. The correspondence outlines the selection process that the thirty-eight Special Districts in the County adhere to when selecting a representative and alternate. Director Ryland inquired if the position as a four year term would extend beyond the current term for the District's board members. Chief Walder noted that he would research that issue and return the item for next month's meeting.

## INFORMATION AND DISCUSSION

Covid-19 Update: Chief recommends updating the Board on the status of the current pandemic and the District's response and preparations. He noted that the District has experienced seven positive employee cases in the month of January. Currently, the front office is still closed to the public. Rapid tests are being used in the District and Chief Walder is working on developing a new plan and directives. Placer Counties seven day positivity rate is at 5.6% with 85 new cases yesterday. Station 16 is still being utilized as a Covid support center for staff although eventually the medic will be returned there for medical responses. All employees have been offered the vaccination but there is not a mandate requiring them to receive it.

Correspondence: A monthly PARS statement for the month of December.

### Chief's Report:

- Two structure fires and one attic fire in the past week. All were good stops by the responding crews. Salvage operations were successful. The severe weather event made for a busy 24 hour period with down trees, lines, power outages and vehicle accidents where the District relied on Penryn, Rocklin, Folsom and Roseville for assistance.
- Met with 522 leadership for the standing labor management meeting with good dialogue to identify issues that need to be addressed quickly. This month 522 President Chris Andrew was present to discuss the Minimum Staffing Policy.
- Executive Staff Meeting today to discuss issues throughout the District. Drafting a new minimum staffing policy with input from staff to bring forward in March or April. Station tone project discussed as having some communication issues with the length of the tone and are working hard to fix. Prevention update for the EVA issue has been resolved amiably with all parties coming to agreement for a functional EVA at the Taylor Road Mixed Use project. Well Quest and Carnelian developments are moving along. Folsom Lake shaded fuel breaks being worked on by Cal Fire and BOR on Lakeshore and Horseshoe Bar Road to all the way to behind Lakeridge. Facilities have many small project in the works: Station 17 phone replacements and upcoming to outlying stations, tree removals from the admin offices.
- Training in the second week of new hire training with one Engineer and two Paramedic Firefighters. Fire Investigation Team working with training to receive some specialized training. District will be hosting an LARRO class March 15-17. The new video laryngoscopes are in service and training for them is complete.
- Testing Update: 22 apprentice candidates moving forward to interviews for two openings. 17 applications for Captain received with 12 going into the process with 2 openings. Three candidates for Engineer moving forward into backgrounds. BC testing one candidate on March 11<sup>th</sup>. Immediately processing another test to fill anticipated future openings.
- Future board training dates with legal counsel to review conflict of interest and Brown Act Training with Board members.
- 30 years of service in the District have been an honor to serve with over 86 board meetings including the Loomis Fire District meetings. Thank you to all.

Functions: None

Board/Staff Comments: Deputy Chief Fowler congratulated Chief Walder on his upcoming retirement and thanked him for his service to the District. He expressed his appreciation to the Board for the endorsement to Fire Chief noting that he had big shoes to fill moving forward.

Future Agenda Items: LAFCO Special District Representative Call for Nomination, Fire Chief Contract, Penryn Fire District Request for Administrative Contract

There being no further business to come before the Board, the meeting adjourned at 8:13 p.m. The next regular meeting will be held on Wednesday, March 10, 2021.

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