

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Workshop Meeting Minutes
August 09, 2023

The South Placer Fire District Goal Setting Workshop meeting was called to order at 6:03 p.m. on Wednesday, August 09, 2023, by President Terri Ryland.

Board Present:

Terri Ryland, President
Chris Gibson, Vice President
Ken Musso, Clerk
Tracy Randall, Director
Gary Grenfell, Director
Mike Johnson, Director
Dan Bajtos, Director

Absent:

None

Staff Present:

Mark Duerr, Fire Chief
Kathy Medeiros, Board Secretary
Matt Feeley, Deputy Chief
Jeff Ingolia, Fire Marshal
James Magnuson, Division Chief

Fire Chief Duerr, the Board of Directors, and staff reviewed the last developed goals list from 2022/23 to make recommendations for the 2023/24 goals. Both the Board and Chief Duerr discussed the prior goals, and the importance of establishing new board guidelines given the financial shortfalls of the District.

2022/23 Board Goals

- (1) Maintain fiscal stability, explore all options for responsibly increasing revenue, and work with staff to achieve a balanced budget.

Chief Duerr noted that the board has met and maintained these board goals by reorganizing operations in September, forming a PAC of the board, labor, and public to identify additional forms of revenue, reaching out to electees, and balancing the budget for 2022/23 with an expected surplus in the actual final projections for the fiscal year.

The Board agreed that priority must be given to maintain fiscal stability in the agency for the future by continuing to utilize cost-cutting measures and researching additional revenue sources.

2022/23 Administration/District Goals

1. Ensure future fiscal solvency as measured by a balanced budget, effectively deploying District resources, reviewing all services and contracts, and evaluating for value to the District.
2. Increase positive interactions with the community and brand recognition through improving District branding, improving community outreach through regularly scheduled interactions, and partnering with outside agencies to decrease the wildfire risk in the community.

3. Improve internal service delivery and business operations as measured by updates and publishing Standard Operating Guidelines (SOG), reviewing, updating, and consolidating policies into a single manual, and improving trust and working relationships between labor and management.

It was noted that the 2023/24 budget is balanced, resources are being effectively deployed while awaiting the upcoming master plan report, labor and management have worked effectively to complete the contracts and other processes that are under review. Chief Duerr continued that the District has had many positive interaction opportunities with the public, with many upcoming open houses planned along with Santa in the Hood, Loomis Town Halls, etc. Many positive interactions have occurred with the Bureau of Reclamation, and Hidden Lakes Estates have been successful at increasing education and awareness on wildfire risk and how to be fire-wise. Service delivery is still in process with policy reviews and updates with a hopeful date of completion of year-end, with the SOG not started yet.

The Board discussed the 2023/24 Board Goals and determined that the prior goals should be continued. The Board noted that there was a need to add to the Board Goals to oversee the policy updates and work to adopt the master plan upon completion of the report and begin developing a new strategic plan.

The Board discussed the 2023/24 District Goals and determined that the prior goals should be continued. President Ryland noted that under 2(A) should read “maintain” a balanced budget. Chief Duerr suggested that there be a discussion on increasing District reserves as a possible board goal or policy. The board determined that they would like to see it as a goal to allow for flexibility. Beginning at a 1.5 -2% target for a reserves board goal was suggested.

The Board suggested that education for the community and increasing outreach programs were of utmost importance and should be continued.

Chief Duerr reported that he would take the suggestions of the Board and rewrite the 2023/24 Board and Administration/ District Goals to be presented at the September Board meeting.

There being no further items to be discussed at the workshop, the meeting was adjourned at 6:42 p.m.

Respectfully submitted,



Kathy Medeiros
Recording Secretary

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
August 09, 2023

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, August 09, 2023, at 6:42 p.m. by President, Terri Ryland.

Board Present:

Teresa Ryland, President
Chris Gibson, Vice President
Ken Musso, Clerk
Tracy Randall, Director
Gary Grenfell, Director
Mike Johnson, Director
Dan Bajtos, Director

Absent:

None

Staff in Attendance:

Fire Chief, Mark Duerr
Deputy Chief, Matt Feeley
Division Chief, Jeff Ingolia
Battalion Chief, Kelly Moretti
Battalion Chief, Matt Van Voltinburg
Division Chief, James Magnuson
Engineer Paramedic, Pat Patterson
Captain, Justin Buathier
Captain, Tracey Kincheloe
Firefighter, Mitchell Klimek
Firefighter Paramedic, Bryan Doepel
Firefighter Paramedic, Anthony Rydell

6:42 p.m. Adjourn to Closed Session: The Board of Directors adjourned to a closed session meeting for the following purposes: (A) Real Property Transactions Govt. Code § 54956.8- 6900 Eureka Road Granite Bay; 3664 Magnolia Ave. Loomis; Horseshoe Bar Rd. at Tudsbury Rd., (B) Pending Litigation in the matter of Cari McCormick vs. CalPERS (Pursuant to Govt. Code § 54956.9, (C) Conference with Labor Negotiators (Local 522 Negotiations) Govt. Code § 54957.6 Agency designated representatives: Chief Mark Duerr, Paul R. Gant District Counsel

7:25 p.m. Return from Closed Session

Closed Session Report: President Ryland reported that the Board had unanimously voted to reject the tort claim regarding the McCormick vs. Cal PERS claim in closed session. She continued that District counsel updated the Board on the other two closed-session matters.

Public Comment: None

Consent Agenda: President Ryland asked to pull and amend the following Agenda items: Eliminate Agenda Item 8. Special Presentation and amend Item 9B under South Placer Fire District Policy Updates to remove Policy # 1049, Policy # 613, all of Chapter 7 Policy updates. Director Gibson made a motion to approve the amended consent agenda removing items from Item 8 and 9B as requested by President Ryland. The motion was seconded by Director Bajtos.

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

OLD BUSINESS

District-Wide Photovoltaic Solar Electric Proposal: Staff recommends update on the District-wide Solar Project. Construction is now complete with solar installations at Station 16, 17, 18, and 20. The systems are producing power although there is delay with PG&E to finalize the interconnection. In the future there will be reports presented regarding the data usage.

South Placer Fire District Policy Updates: Staff recommends review and approval of the proposed policy updates. Chief Duerr reported these policies are presented for their first reading for board review and discussion. Chief Duerr continued that Chapter 8 and 613 still need additional review and discussion and will be ready after some minor changes in grammar. He will present the policies again at the next board meeting for approval by the board.

Placer County Grand Jury Report- South Placer Fire District: Fiscal Challenges and Station Closures: Staff recommends discussion and direction to respond to the 2022/23 Grand Jury Report. The Grand Jury released its annual report on June 27, 2023, with South Placer Fire District as one of the review items. The District is bound to respond to the report by October 1, 2023. A first draft has been prepared for response to the grand jury. Chief Duerr recommended the Board further read the response and make comments to be returned for further review by District counsel. He noted that the final edit will be reviewed at the September board meeting with a submittal response to the Grand Jury by September 22nd.

NEW BUSINESS

Contract Approval with HP Sears for Collection Services: Staff recommends discussion and approval for the Chief to execute a new agreement with HP Sears Account Recovery Specialists. In February, the Board approved a new collection agency, American Capital. In May, American Capital suffered a catastrophic fire at its data center resulting in the closure of the 40-year-old agency. The District has found a new vendor with HP Sears, who has offered to maintain the same contract and terms for collection services. HP Sears also has a long-standing relationship with the District's EMS billing agency, Wittman Enterprises. This should be a seamless transition for Wittman and the District. Director Gibson made a motion to approve Chief Duerr to execute a contract with HP Sears Account Recovery Specialists. Director Musso made a second to the motion.

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

INFORMATION AND DISCUSSION

District Operational Update: Staff recommends a discussion about District operations after recent changes. Chief Duerr began by saying that call volume for July was 387 calls, down 3 calls from last year. Call volume is up for the District, with 67% for rescues/medical, fires at 12%, and service calls at 21%. Medic 16, Engine 17, and Medic 20 are the busiest units. Stations 18 and 17 have the most call volume by station. In July, there was 1 burn pile fire response, 1 vehicle fire, and 6 grass fires. Improved turn-out times with a 1:37 percent average. Response times trending down.

Correspondence: Two PARS financial statements for the month of June due to the transition mid-month to the combo trust and one annual statement for the fiscal year. Many thank you cards and letters presented for Division Chief Ingolia's participation in the Del Oro High School's Senior Showcase.

Chief's Report:

- National Night Out 8/1
- San Juan Water familiarization and training
- Two new hires
- Turn out inspections – Round 1 complete
- Mobile router installation
- New EMS Vaults
- Fire Prevention department: Total permits up, square footage up, fee revenue up, new starts up.
- Overtime: 1900 hours for July due to open positions, sick leave. Total hours down from last year by over 50%
- Volunteer vs. mandatory overtime hours down from last year. Volunteer Overtime 90% mandatory is 10%
- Overtime totals averaging \$40,000-50,000 per pay period.
- Sick leave down for 2023, overtime overall down from last year

Labor Report: Battalion Chief Moretti reported that SAFF 522 Battalion Chief Unit discussed the removal of employee names on the agenda separations and the need for a committee to discuss the grand jury report. He noted the resignation of more employees recently. Engineer Pat Patterson reported that the SAFF 522 Firefighter's unit met today to discuss policies and felt that there was no need for further review and discussion. He noted that the unit is working on better ways to disperse policies to the unit. He wanted to reiterate the need to further discuss the future of the department. It was noted that in the future, he would like to submit written reports for the board's review.

Functions: September 22nd Annual Firefighters Awards Dinner, September 30 Open House at Station 20

Board/Staff Comments: None

Committee Reports: Director Randall reported that he attended the PAC Committee meeting to meet with Supervisor Holmes and discussed additional revenue sources. Placer County Sheriff Wu met with Chief Duerr to also discuss alternative funding sources and options moving forward. Director Randall reported that the Fiscal Responsibility Goal Steward Team met and continued to whittle down expenses and review revenues.

Future Agenda Items: President Ryland reported a future agenda item to bring the process with the Elections office to return the District board members to a total of five members. She noted that she would like to start the process now to get time to work with the election's office. President Ryland added that future labor reports could now be written and distributed in the board packet.

There being no further business to come before the Board, the meeting adjourned at 8:17 p.m. The next regular meeting will be held on Wednesday, September 13, 2023.

Respectfully submitted,



Recording Secretary, Kathy Medeiros