

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
April 15, 2025

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Tuesday, April 15, 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  
Kathy Medeiros, Board Secretary  
Fire Marshal, Jeff Ingolia  
Captain Paramedic, Donavon Gray  
Engineer Paramedic, Pat Patterson

Engineer, Darrin Mayo  
Division Chief, James Magnuson  
Firefighter Paramedic, Greg Warren  
Battalion Chief, Matt VanVoltinburg  
Engineer, Lance Mckinley

Public Comment: None.

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

Ayes: Gibson, Randall, Bajtos, Gallegos, Windeshausen, Musso, Flanagan

Noes: None

Abstain: None

Absent: None

Carried

SPECIAL PRESENTATIONS

Recent Incident at Chiropractic office: Chief Duerr introduced the crew working at Station 18, C shift, during a recent emergency call. A vehicle drove into an office building and pinned an employee through a wall. The crew did an amazing job providing rescue and medical care immediately. Chief Duerr and the Board thanked the crew for their outstanding work.

Funding Presentation: A presentation was given by Auditor Controller Andy Sisk and Treasurer Tax Collector Tristan Butcher regarding the funding of fire districts in Placer County. They demonstrated the workflow of property taxes assessed and received into Placer County and their distribution to local government agencies.

OLD BUSINESS

South Placer Fire District Policy Updates: Staff recommends a second reading and adoption for the nine proposed policy updates. Chief Duerr discussed and distributed a copy of one small change that was made to Policy #1011.3- that defines the access to employee's personnel files. Director Gibson made a motion to approve the policy updates. Director Flanagan made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Windeshausen, Musso, Flanagan

Noes: None

Abstain: None

Absent: None

Carried

FRMS Board of Directors Election to fill Two Positions: Staff recommends discussion and possible action on open positions on the FRMS Board of Directors. Chief Duerr recommended the Board vote for their nominated employee, Katherine Medeiros, for the open position. He noted that the Board should cast just one vote - to not dilute the number of votes amongst the other candidates. Director Gibson made a motion to formally elect Katherine Medeiros to the FRMS board seat. Director Gallegos made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Windeshausen, Musso, Flanagan

Noes: None

Abstain: None

Absent: None

Carried

LAFCO Board Election: The Chief recommends that Board members cast their ballot for the LAFCO Board Special District Representative and Alternate. It was noted that Director Gallegos was on the ballot, and the District could cast one vote. Director Gibson made a motion to formally elect Pete Gallegos to the LAFCO board. Director Windeshausen made a second to the motion

Ayes: Gibson, Randall, Bajtos, Windeshausen, Musso, Flanagan

Noes: None

Abstain: Gallegos

Absent: None

Carried

## NEW BUSINESS

South Placer Fire District Policy Updates: Staff recommends a first reading and review of the proposed policy updates. Chief Duerr noted that the policies have been presented to the bargaining units for review. The policies will return at next month's meeting for approval.

Funding Strategy/Public Outreach Update: Cherri Spriggs from Meraki Public Affairs provided an update on the District's public outreach and future funding strategies. Ms. Spriggs began that she was asked to speak on the status of the public relations and community outreach following the re-opening of Station 19. Operating costs continue to rise along with state mandated unfunded requirements. She continued that her office looks to educate the public on the District's shortfalls, not advocate for any tax measure. She noted that in the next few months there will be community speaking events, town halls, while working alongside Supervisors Jones and Patterson. It was noted that the paid media coverage was successful and distributed information through outlets such as the Granite Bay View and Gold Country Media. She concluded there would be additional opportunities for community outreach for participation from Board members

Local Response Area- Fire Hazard Severity Zones: Staff recommends reviewing and adopting the ordinance recognizing the State's Local Response Area-Fire Hazard Severity Zones and maps. Chief Duerr began that the maps are updated by the State Fire Marshal and are required by law to adopt by ordinance identifying the moderate and high fire hazard severity zones within a local agencies' jurisdiction. Director Gallegos recommended adopting the maps as they have been presented. Director Gibson made a motion to approve Ordinance 2-2024/25 designating fire hazard severity zones. Director Bajtos made a second to the motion.

## Roll Call:

Ayes: Gibson, Randall, Bajtos, Gallegos, Windeshausen, Musso, Flanagan

Noes: None

Abstain: None

Absent: None

Carried

Side Letter of Agreement with L522 Sacramento Area Firefighters, South Placer Unit and Battalion Chiefs Unit, Regarding Rescue Incentive Pay for Contract 2019-2021: Chief recommends discussion and action to approve the negotiated side letter of agreement. Last year's CalPERS audit found that the labor units' language for rescue incentives were not compliant with CCR 571 as an educational incentive. Staff have worked with labor to correct the issue through a side letter noting that the rescue

incentive is a part of the education incentive, with a 10 % maximum, identifying the group or class, and adding the necessary coursework along with further defining the approval process. Director Gallegos made a motion to approve the Side Letter of Agreement with L522 Sacramento Area Firefighters, South Placer Unit and Battalion Chiefs Unit, Regarding Rescue Incentive Pay for Contract 2019-2021. Director Musso made a second to the motion.

#### Roll Call:

Ayes: Gibson, Randall, Bajtos, Gallegos, Windeshausen, Musso, Flanagan

Noes: None

Abstain: None

Absent: None

Carried

June Board Meeting: Staff recommends discussion and possible action to change the date of the June Board meeting. Chief Duerr explained that most staff will not be available for the regular June board meeting. He requested the Board reschedule the meeting for the week of June 23- June 30. The Board agreed to reschedule the regular board meeting for June 24 at 6 p.m.

#### INFORMATION AND DISCUSSION

- March call Volume: 334 calls, up 40 from last year
- M16, E17, E16 most calls by apparatus
- Station 17 - calls by primary station
- 4 fires in March
- Turn out time down, total responses down, travel time up but continues to improve- all shifts must meet 90 second goal
- Ambulances busiest unit hour utilization
- Ambulance responses met SSV compliance at 97% for March
- Fire Prevention department (Chief Ingolia): 23 new starts, 3 Commercial new starts, 42,000 square feet in remodels this month, 56 sets of plans received, 34 new construction inspections, 1 reinspection.
- Facilities (Chief Ingolia): St. 19 roof repairs complete – work done in conjunction with solar installation
- Fire Investigations (Chief Ingolia): recent fire stopped by sprinkler system at Round Table Pizza demonstrated the necessity for fire preventative measures
- Leave usage up year over year
- Overtime: 54 % Open
- Voluntary overtime 71%, 30% mandatory
- Total overtime hours up: 2200-2300, overtime dollars up
- Leave usage year over year same as last year, more sick leave this year

#### COMMITTEE REPORTS

FAIRA Update: Director Musso reported the committee met and discussed claims up 20% from last year, looking to secure costs for the next 5 years

Strategic Plan Update: Director Randall reported that the Strategic Planning Committee have met three times and made progress beginning and completing some actions, discussing actions within the Committee and the Chief.

Finance Committee Update: Director Windeshausen reported the Finance Committee met last month following the regular board meeting to discuss the financial situation. She noted an increase in CalPERS liabilities, anticipated increases in leave allowance and retiree health with the upcoming retirements. The Committee requested a five-year projection from Chief Duerr that is being reviewed and will be discussed at the next committee meeting.

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

Chief's Report:

- St.19 reopening held -had a good turnout
- SSV system analysis
- Western Placer Fire Chiefs met – discussed CAD to CAD
- Met with Assemb. Kiley office
- Apprentice Fire Firefighters Academy successful
- Met with representatives: Niello, Patterson, Jones regarding state and Hidden Lake fire concerns
- PCWA Hydrant program
- New Motorola radios
- SPFD bond rating upgraded: On COP from AA- to AA, on long term rating from AA to A+

Functions: Public Safety Telecommunicators Week 4/13-4/19, Administrative Professionals Day 4/23, Meet & Greet Granite Bay Library 4/26 1-3 pm, Olive Orchard fire wise event 5/3 9-11 am, Firefighters Appreciation Day 5/4, Board Workshop 5/15 1:30 pm, Hidden Valley Fire Wise 5/14 6 pm, EMS Week 5/18-5/24

Board/Staff Comments: none

Future Agenda Items: None

There being no further business to come before the Board, the meeting adjourned at 7:43 p.m. The next regular meeting will be held on Tuesday, May 20, 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