

Newcastle Fire Protection District
Minutes of Regular Board of Directors Meeting
Wednesday, May 15, 2019
645 Kentucky Greens Wy.
Newcastle, CA 95658

1. Call Meeting to Order

- a. Chairman Bettencourt called the meeting to order at 6:03 p.m.
- b. Director Sprouse led the Flag Salute.
- c. All Directors were present.
- d. Chief Kushen was in attendance.

2. Approval of Agenda

- a. Chairman Bettencourt requested to move item 11 (A) to the beginning of the meeting since Engineer Shaw's family was present for his badge pinning. All Directors verbally indicated their concurrence with the requested change.

3. Approval of Minutes

- i. Secretary Kahrl requested the following amendment:
 - 1) 5. i. "...that would allow many public districts including fire districts..."
- ii. VC Elder made a motion to approve the minutes of the April 17th regular meeting as amended. Director Enos seconds the motion. Motion carries
Chairman Bettencourt and Director Sprouse abstained since they were not present.

4. Bill Approval and Financial Report

- a. Chief Kushen reported the following:
 - i. Expenses:
 - 1) Over in equipment and apparatus maintenance.
 - 2) Slightly over in Special District Expense but don't foresee going over budget.
 - 3) Utilities are slightly over.
 - 4) Salaries are over due to strike team/cover assignments and coverage for sick/vacation time.
 - 5) Any accounts over budget should be offset by the revenues from strike teams and cover assignments.
 - ii. Anticipate ending the FY with \$10K-\$20K carryover.
 - iii. Secretary Kahrl made a motion to accept the financial reports as presented. VC Elder seconds the motion. Motion carries.

5. Correspondence

- i. Chairman Bettencourt reported that President Hills from PHFPD had sent over a draft agreement for Chief and Administrative Services.
- ii. Chairman Bettencourt received an email from a contractor working for Ron Lichau regarding nonpayment. Chairman Bettencourt spoke to Mr. Lichau and believes the matter has been handled.

6. Public Comment

- a. None

7. Fire Chief's Report

Responses: Total – 50

Str. Fire – 1; Veg. Fire – 3; Veh. Fire – 2; M/A – 39; MVA – 3; Misc. - 2

Significant Tractor Trailer Vehicle Fire on 5/12. on I 80, E/O NEW. Trailer was loaded with 200 pigs and actively burning. There were 17 pigs that did not survive. I-80 had to be temporarily closed.

Apparatus:

As previously reported, old E-41 is permanently out of service, has been stripped and is ready to go to the dismantler.

PPE:

As reported last month, we have 20 sets of older turnouts expiring in 2021. We should also have a second set for our permanent employees and we must have spares for our volunteers and interns. These volunteers and intern employees help us keep our staffing costs down. We need to develop a plan to purchase at least 12 additional sets within the next two years at approximately \$2,000k apiece.

Grants:

We have applied for a PPE Grant through CSFA (Jenny Jones Heroes California Safety Equipment Grants) for combination volunteer/career departments. We have applied for \$12,000 to replace 6 sets of turnouts.

We could also try to apply for VFA grant to partially fund a couple of sets.

Facilities:

Station crews recently addressed the annual grasses curing on our station site and spent a day doing hazard reduction. This was self-initiated and both Director Bettencourt and I recognized the proactive efforts of our crews. As your Fire Chief, these efforts make me very proud of all of our personnel.

Prevention:

Our Fire Marshal recently completed a final inspection on a fire alarm system and also conducted training for the on-duty crews in this process.

New defensible space form with a check off sheet in duplicate is in use and the crews have all been provided the training.

The County Haz. Red/Abatement Ordinance is currently in review and we should have an update by May 28th. We may also be developing additional District specific ordinances to address any local hazards.

The Newcastle Ordinance 2019-1 went into effect on April 1st. The new forms for Permits and Plan Checks are also completed and shared with the Board. We have added a new separate revenue line item to track plans and permits income to assist with tracking and offsetting costs of the Fire Marshal. It is Revenue Code 46360

Our Commercial Business Inspections are now ready for tracking and will be submitted monthly through Fire Recovery for reimbursement of costs for providing the services.

Ongoing Updates:

Our multi agency JOA is continuing to prove very effective for all 3 participating agencies for staffing vacancies and ensuring we all maintain daily minimum staffing.

FHF Board approved at their April meeting to have a standing committee to reach out and communicate with Board members from PHF and NEW to request each District

propose the establishment of a similar committee to meet to continue collaborate and improve our JOA.

We will soon be scheduling our next Lexipol policy meeting to review the policies that all of our JOA Districts will be using. RYN has decided not to participate which will have a slight impact on the costs, although it will still be over \$1,000 savings per district annually to share the base policy manual.

Cal OES has set their pricing for the 30 T-1 OES engines at their HQ at \$40k. They range from 2001-2006 model years and have from 30k-50k miles on them. They come fully outfitted, less SCBA's. We had requested that OES consider pricing on a sliding scale, based on a District's budget. We were unsuccessful in that request.

Placer County OES:

All-Hazard Evacuation Plan Update is continuing with a May meeting to review and approve the format for the "All-Hazard Evacuation Plan Update"

Colfax is the 1st area and will be used as a County wide template. OES-Will work with sub groups for the P.C. OES disaster/evacuation plans utilizing individual planning personnel for each area/department.

Community workgroups will be scheduled with Fire Districts, Cal Fire, CHP and PCSO beginning in late May or early June.

Cal OES exploring the impacts of proposed expansion of PG&E utility shut downs this summer during wind events. Could be 3 to 5 day extended outages.

CalOES has notified Placer County is eligible to apply for grant funding to update the Multi-Jurisdictions Local Hazards Mitigation Plan (LHMP). We will be participating in this Grant Application to update the LHMP to extend it from 2020-2026. **Action item for June 19th meeting:** Appoint Laurie Bettencourt and one Board member to represent NFPD on Placer County "All Hazard Evacuation Plan" committee.

Retired Chief Gow reported that the "Directors Group" should plan to start up again.

8. Newcastle Professional Firefighter's Association

- a. Engineer Shaw Reported:
 - i. NPFA is moving forward with joining IAFF Local 3800.
 - ii. Community Day went well.

9. Board Committee Reports

- a. Building Committee (Bettencourt/Elder): New Fire Station Update (Chairman Bettencourt reporting)
 - i. Revised plans were submitted to the County on 4/26. They were reviewed and returned on 5/2. Ron Lichau is making the necessary changes. The third submittal to the County should be the last submittal. After that we should have a permit in our hands.
 - ii. The civil plans are all done and approved.
- b. Personnel Committee: Negotiations with the Newcastle Professional Firefighters Association (Kahrl/Enos).
 - i. No report.

10. Informational/Non-Action Items

- a. Update on the Lexipol's policies and procedures.
 - i. Chief Kushen reported:
 - 1) Next meeting will be scheduled as soon as all representatives have submitted their documents.
- b. Discussion and give direction on the Preliminary Budget for FY 2019/2020.
 - i. Chief Kushen anticipates a \$25K increase in revenue but for the most part it will be a carryover budget.
 - ii. Chairman Bettencourt would like to get the Finance Committee together to review the proposed budget.

11. Action Items

- a. Personnel promotion: Engineer Shanon Shaw badge pinning presentation.
 - i. Chief Kushen administered the Oath of Office to Engineer Shaw.
 - ii. Engineer Shaw's family was on hand to witness the presentation.
- b. Consider and appoint two Board representative to the administrative contract negotiations.
 - i. VC Elder made a motion to appoint Chairman Bettencourt and Secretary Kahrl to the Administrative Contract Negotiations Ad-Hoc Committee. Director Sprouse seconds the motion. Motion carries.

12. Directors Reports:

- a. Director Sprouse announced that effective at the end of the meeting he is resigning his position on the board. He has decided to go back to school and doesn't think he will have time to devote to board responsibilities.
 - i. The other Board members, Chief Kushen and the audience all thanked Director Sprouse for his hard work and dedication.
 - ii. Chairman Bettencourt directed staff to create a Notice of Board Vacancy announcement with applications due on June 14th with the selection and seating of a new board member at the June 19th meeting.

13. Chairman Bettencourt adjourned the meeting at 7:32 p.m.

Respectfully Submitted By:



Patrice Metz, Recording Secretary

Approved: _____