

**MINUTES OF THE REGULAR MEETING, JULY 11, 2022, OF THE BOARD OF DIRECTORS FOOTHILL FIRE PROTECTION DISTRICT**

1. **CALL TO ORDER:** President George Able called the meeting to order at 7:30 P.M.
2. **ROLL CALL:** Directors Doug Eschman, Gloria Bozza, Tracy Park, Dwight Lunkley and Georg Able and were present. As three or more board members are present a quorum was formed for the meeting. Present: Chief Chris Greene, Captain Stacy Greene, Bookkeeper Carrie Barlean and Bookkeeper Jamie Shields.
3. **COMMUNITY INPUT:** Public comment is limited to no more than five (5) minutes per person.
4. **CONSENT AGENDA:**
  - A. Motion made by Director Eschman to approve the June 13, 2022 meeting minutes, seconded by Director Able and minutes approved with unanimous vote of yes.
  - B. Motion made by Director Bozza, seconded by Director Lunkley to approve listed checks and warrant to be paid for the month of June 2022. Roll call with unanimous vote of yes. There was a motion by Director Bozza, seconded by Director Lunkley to approve checks and warrants for June 2022. Roll call with unanimous vote of yes.
5. **MONTHLY REPORTS:**
  - (A) President: (B) Chief/Manager Report: (a) Chief Greene reported 37 calls: 25 Medical, 2 vehicle accidents, 6 Wildland & Smoke Check, 2 Public Assist, 2 Structure Fires. Total number of Personnel Response was 172. Average 4.65 firefighters per call (Goal is 5.0 firefighters per call). 7 days of the month were not covered by OSV. The total numbers of OSV calls were 20. (a) Special Calls – La Porte Road Structure – Lots of debris, good protection on exposures, no wind. Rice’s Fire – 4 days on 6572. It’s good to support our neighbors but no strip our district. Bay Fire – 30 acres, cause is under investigation. IA was 6572 and 6592. Second day 6591 spent 12 hours on fire. It’s good money for the district. (b) Training – Wildland based on progressive hose lay and cutting line. July will be extrication tools and forceable entry to be followed up with in September on cars. (c) Bi-County is requiring 2 EMT’s on Ambulance for 6 months staffing. Foothill Fire EMT will be needed to ride ambulances as there will be short staffing. The EMT’s will be riding all the way to the hospital and will need to require a way back. (C) Auxiliary: Thrift Store are having a ½ off of clothing sale this month. This will take the place of \$3.00 bag sale. Items were being stolen at the \$3.00 bag sale. Thrift Store has a new volunteer. D) JPA: Meeting was canceled due to the Rice’s Fire. The meeting was rescheduled to this upcoming Wednesday. (E) Firefighters Association: (a) 4<sup>th</sup> of July final count and deposit was \$5,410. There were around 250 people in attendance. 58 total raffle prizes were donated. Over all it was a GREAT community outreach for the Fire Department, lots of positive feedback. Thank you to Gloria for volunteering at the event and to Tracy for the next day cleanup. (F) Board Input: (a) No one from the Certified Public Accounting Service Firm has contacted FFPB for our 2-year Audit. Jamie, Bookkeeper, will contact the

company. (b) Tracy, Clerk of the Board, requested FFPB members to turn in the Brown Act Certificates that were received when attending the Brown Act Training Class. Tracy also handed out the Foothill Fire Protection District By-Laws (Revised March 2016) for the board members to discuss at a later date. (c) Stacy, Jamie, Gloria and Tracy will be completing the Fire Department Benefit Assessment count on July 15, 2022. (G) Fire Safe Council: (a) The next Fire Safe Council Meeting will be on July 13, 2022 at 6:30PM. This meeting was set for the evening for those who cannot attend during the day. (b) Yuba Watershed Protection & Fire Safe Council was awarded a \$1.5 Million Cal Fire Grant to reduce the risk of catastrophic wildfire. The funds will be put toward reducing hazardous roadside fuels. (c) Photo Contest – Submit photos for a chance to be featured in the 2023 YWPFSC Calendar and win prizes.

**6. CONTINUED BUSINESS:**

**7. NEW BUSINES:**

**A. Review of Agreement for Contract Services for Administrative Assistant.**

Administrative Assistant position was initiated in 2010. The rate of pay has not increased since 2010 although duties have increased in the past 12 years. Discussion of duties and monetary increase for the Administrative Assistant position. Motion made by Doug Eschman, seconded by Director Lunkley to Increase the Administrative Assistant pay to \$20 per hour with a cap of \$2,000 per month. Roll call with unanimous vote of yes. A contract will be submitted at the next Foothill Fire Protection Board meeting.

**8. ADJOURN: 8:10 PM**

Respectfully submitted,  
Tracy Park, Clerk of Board Foothill Fire Protection District