

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT

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MINUTES OF THE SPECIAL MEETING; February 21, 2014

1. Call to order; Flag salute; Roll call:

Director Hills convened the special meeting at 6:30 p.m.

Directors in attendance: Harvey, Hills, Stuart, Tresidder and Wright.

Staff in attendance: Chief Gow, District Manager Lofrano, Captains McCarthy and McKinney, Engineers Brittner, Maloney and Yee.

Guests: Mr. Jeffries, Mr. Lofrano, Mr. McCray, Mr. & Mrs. Proctor, Mr. Stillian and Mr. Stuart

2. Agenda approval:

The agenda was approved as posted. (Harvey/Stuart).

3. Public Comment: None.

4. Discussion and Action Item:

- a. *Foresthill FPD's Board of Directors' request for Chief Gow to provide interim administrative coverage:*

Foresthill FPD Fire Chief Dowling submitted her 2-week resignation and will leave on February 25, 2014. Director Elliot from Foresthill FPD asked Chief Gow to provide interim administrative services until June 30, 2014. Chief Gow and Director Stuart subsequently met with Foresthill FPD Directors Elliot and Reams to discuss the possibility of such services. Director Elliot stated that there are a lot of similarities between the two departments and a good working relationship already exists. There is no-one at Foresthill who can fill this position at this time. Foresthill can offer \$16,000 and share the services of their Fire Marshal, EMS Coordinator and Secretary. The secretary does not have the experience to handle some of the administrative duties handled by Chief Dowling. Chief Gow estimated the time commitment would be about a third of his time to begin with and the District Manager would be as needed.

Mr. Proctor brought up that Chief Gow's contract was up in May and that the district could not make this commitment to the end of June.

Director Hills suggested three options for the Board for Foresthill's request for assistance:

1. Decline to help
2. Assist for an interim basis of 30 days
3. Create a committee to look at an agreement for the 4 months.

Director Wright was concerned about possible overtime for the District Manager. Director Stuart suggested that Foresthill's secretary could come over to Meadow Vista. Mr. Stillian, who was with Foresthill Fire for 19 years, commented that there would be some costs in the short term but it would definitely benefit both departments in the long term. Director Tresidder brought up concerns about exposure and liability. Director Tresidder made a motion to create an ad hoc committee to address his concerns and to come up with a framework of how it would work. Director Wright seconded the motion. Director Stuart thought it wise to consider and investigate the requested services. Director Wright noted that it would take actual experience at Foresthill to determine the

time commitment involved. The committee will also draft an interim agreement to provide the services. Motion carried with 4 ayes. Director Harvey abstained. Motion made and passed unanimously to appoint Directors Harvey and Hills on the committee. (Tresidder/Stuart). Another special meeting was set for Thursday, February 27, 2014 at 6:30 pm.

5. Directors' comments:

- a. *Report on activities of interest to the District which the Director is engaged in or is considering. No action will be taken on these items at this meeting.*
- b. *Request items for inclusion in subsequent meetings, or request a special meeting: Special meeting to discuss Foresthill Fire District on February 27, 2014. Finance Committee meeting on February 26, 2014 was cancelled.*
- c. *Reminder of next Board meeting: Tuesday, March 11, 2014 at 7 p.m. at the Meadow Vista Fire Station.*

6. Adjournment:

Motion made and approved by all to adjourn the meeting at 7:52 p.m. (Wright/Stuart).

Respectfully submitted by: _____

Gillian Lofrano, District Manager

Approved by:

Alex Harvey _____

Peter Hills _____

Stephanie Stuart _____

Bret Tresidder _____

Mark Wright _____