

# BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT  
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Alex Harvey  
Peter Hills  
Fred Lofrano  
Russell McCray  
Mark Wright

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## MINUTES OF THE REGULAR MEETING: October 28, 2020

Held in Unit 2A, 17020 Placer Hills Rd., Meadow Vista.

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

Director Harvey convened the regular meeting at 6:00 p.m.

Directors in attendance: Harvey, Lofrano, McCray and Wright.

Directors absent: Hills.

Staff in attendance: Chief Gow, District Manager Lofrano, Battalion Chief Slusher.

### 2. Agenda approval:

The Closed Session was removed from the agenda as the Negotiating team did not meet with Local 3800. Motion made and passed 4-0 to accept the amended agenda. (Lofrano/Wright).

### 3. Approval of the minutes:

Motion made and passed to approve the minutes of the regular meeting held on September 23, 2020. (Lofrano/Wright).

### 4. Public Comment: None.

### 5. Correspondence (not covered in Agenda items below): Chief Gow reported that the District received a claim for damages from Farmers Insurance. This will be addressed next month.

### 6. Information Items:

#### a. Fire Chief Ian Gow

- Chief Nelson did not attend the meeting – his father was in the hospital.
- Chief Gow reported a serious injury accident when an Applegate Garage employee was caught between a lift and a vehicle. There was also a bad bicycle accident involving a car. The patient was taken to the trauma center.
- The testing process for the Battalion Chief takes place next week with 9 applicants – several are well known to us. Chief Gow hired Retired Chief Mark D’Ambrogi as the part-time Fire Marshal. He has jumped in with both feet and has taken a great load off of the other Chiefs.
- Chief Gow and Director Hills attended the County meeting that received a presentation from the County’s Ad Hoc committee to address the fiscal and operational challenges of Placer County Fire Department. Chief Estes wants his stations to be staffed 3-0 ALS. The Board of Supervisors did remind everyone in attendance that the Special Districts also need assistance. Chief Gow supports Chief Estes’ plans for staffing and believes we need to be part of the narrative as our taxes are being used to support County fire services. Director Lofrano would like to see all district stations being staffed 3-0 ALS.
- South Placer Fire is in the middle of a contentious Board election. Foresthill Fire would like to restart the Joint Operations Agreement and submitted a contract to Chief Gow. Placer County Treasurer-Tax Collector Windeshausen is unable to fund the loan of

\$3.6 million for the construction of Newcastle's fire station. Supervisor Holmes and Treasurer Windeshausen introduced Chief Gow and 2 members of the Newcastle Board to the community programs specialist for the US Department of Housing regarding a community facilities direct loan. After a positive meeting, a pre-application was submitted and hopefully we may have funding by Christmas. It is a 40-year loan at a low rate. The station site reverts back to the original owner in a year if construction does not start. Also the sewer repair needs to be completed in 2 years.

Fire Marshal Mark D'Ambrogi

- Chief D'Ambrogi started working a couple of weeks ago. He is streamlining the fire prevention procedures and making everything more transparent. His priority is the commercial inspections by the engine companies. He is assessing staff's needs. We have 2 new "Firewise" communities in our District. Chief D'Ambrogi is involved in both the Community Wildfire Protection Plan and the Local Hazard Mitigation Plan.

e. Board Committee reports:

- Director Lofrano reported that the committee has received 2 proposals for the Fire Chief Recruitment process.

7. Discussion and Action Items:

a. Approve the appointment of Fire Marshal Mark D'Ambrogi:

Motion made and passed 4-0 approving the appointment of Fire Marshal D'Ambrogi. (Lofrano/Wright). Chief Gow administered his oath of office.

b. Completion of probation by Captains Kelley Craig, Anthony Froggatt and Cody Sutherland; Engineers Dillon Burbank, Theresa Chambers, Tag Gregory and Josh Newby:

Chief Slusher reported that all the Chiefs were pleased with the employees' performance. The Board asked Chief Slusher to relay their congratulations to staff.

c. Approve Policy 204: California Fair Political Practices Commission Filings:

Chief Gow reported that Placer County counsel has already approved this policy. Motion made and passed 4-0 to approve policy 204. (Lofrano/McCray).

d. District Policy; Approve the 1<sup>st</sup> reading of the following polices:

- 1) 201 Emergency Action Plan & Fire Prevention Plan
- 2) 205 Liability Claims
- 3) 205 Liability Claims
- 4) 206 Electronic Mail
- 5) 207 Administrative communications
- 6) 208 Minimum Staffing Levels
- 7) 209 Post Incident Analysis
- 8) 210 Annual Planning Calendar
- 9) 211 Solicitation of Funds;

Motion made and passed 4-0 to approve the first reading of the listed policies. (Lofrano/Wright).

e. Approve staff's recommendation to purchase the budgeted command vehicle for the 3rd Battalion Chief waiving the need for bids due to the impact of Covid-19 on the non-production of vehicles for the police-fire market:

Chief Gow reported that the command vehicle was approved in the final budget. Policy requires 3 bids but only one dealer has the specific vehicle in stock in Northern California decreasing a long wait time. There are no current state bids to piggyback on. This special service vehicle has a Folsom Chevrolet Fire and First Responders credit and a Municipal/Government Fleet discount. Motion made and passed 4-0 to approve the vehicle purchase. (Lofrano/McCray).

- f. Accept the District's Appropriation Limit of \$4,309,564.32 for Fiscal Year 2020-2021, calculated by Placer County:  
Motion made and passed 4-0 to accept the above Appropriation Limit. (Lofrano/McCray).
  - g. Approve an application to borrow County funds to cover any shortfalls until property tax revenues are received:  
Motion made and passed 4-0 to approve the application to borrow County funds. (Wright/Lofrano).
  - h. Approve revised indemnification clause for the MOU with Placer County for Hazardous Vegetation Enforcement:  
Placer County Counsel has re-written the indemnification clause for the MOU. Motion made and passed 4-0 to approve the changes. (Lofrano/McCray).
  - i. Approve the appeal from Mr. Pendleton to waive the Measure "A" parcel tax. Mr. Pendleton has a legal parcel with 2 separate APNs for county billing purposes. At one time the parcel had 2 different ownerships:  
Motion made and passed 4-0 to approve Mr. Pendleton's appeal. (Lofrano/Wright).
  - j. Budget update and approval of expenses:  
Motion made and passed 4-0 to accept the budget update and the expenses of \$245,389.59 for September and October, 2020. (Lofrano/McCray).
8. 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:*
  - c. *Reminder of next Board meeting(s): November 23, 2020*
9. Adjournment:  
There being no further business, the meeting was adjourned at 6:54 pm.

Respectfully submitted by:   
Gillian Lofrano, Board Secretary

Approved by: 