

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT
P.O. Box 350, Meadow Vista, CA 95722
(530) 878-0405 Fax (530) 878-0959
www.placerhillsfire.org



Alex Harvey
Fred Lofrano
Russell McCray
Nicole Paskey
Mark Wright

MINUTES OF THE REGULAR MEETING: May 14, 2026

17020 Placer Hills Rd. Suite 2A, Meadow Vista

Amended

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, Paskey and Wright

Directors absent: N/A

Staff in attendance: Chief Gow, Assistant Chief Slusher, Fire Marshal D'Ambrogi, Division Chief Williamson, and District Manager Armstrong.

2. Agenda approval:

Director Wright moved to approve the agenda. Director Lofrano seconded the motion which passed 5 to 0.

3. Approval of the minutes:

Director McCray moved to approve the minutes. Director Wright seconded the motion which passed 5 to 0

4. Public Comment: N/A

5. Correspondence (not covered in Agenda items below): Director Harvey reported that the Penryn board members have requested a 3-month extension on the admin agreement, to allow for the new board to get in place. Director Harvey shared this item will be brought forward to next month's board meeting. Director Harvey also reported that NCSDIA will be providing its members a dividend again this year.

6. Information Items:

a. Fire Chief Report – Chief Gow

- i. Recently learned that that the downstairs renter, at admin, will be vacating in July
- ii. Ad-hoc committee met from the Directors group to plan the direction of the group and to discuss next steps.
- iii. South Placer is going back for an election in November, they've started their PR process
- iv. Sub-JOA cooperation with the City of Auburn is going well

b. Operations Report – Chief Slusher

- i. Response statistics provided in the board packet, being presented in a new format, call volume is as expected
- ii. South Placer gave Newcastle Fire a 1999 Westates Type 1 fire engine
- iii. Sub-JOA; initially focused on administrative processes and now working on operations, including standardizations
- iv. Have 2 individuals in the background process for Engineer/Paramedic positions

c. Prevention Report – Chief Williamson

- i. Completed 3 plans, 3 hydro/rough, 3 finals, and 2 propane line.
- ii. A few public education events scheduled for the future

d. Placer Hills Firefighters Association report: Pioneer Day coming up, first Sunday in June

e. Local 3800: N/A

f. Board Committee reports:

- i. Finance Committee: N/A
- ii. Ad hoc Committee for reorganizations: N/A

7. Discussion and Action Items:

a. Status on Placer County Local Hazard Mitigation Plan update for 2026 and CWPP Community Wildfire Prevention Plan

Fire Marshal D'Ambrogi reported that the Local Hazard Mitigation Plan draft is with Cal-OES and then will come to the individual boards for approval. Projects are being sent in to the consultant for the CWPP, an in-person meeting is scheduled for May 21st at 6:00pm to review the CWPP with the public. The Evacuation and Transportation Resiliency Plan is moving forward, assembling the collected information.

b. Approve the budget update and monthly expenses (action)

Director Paskey motions to approve the budget update and monthly expenses. Director McCray seconded the motion, which passed 5-0.

c. Consider and approve a new Master Service Agreement with LunaTech (action)

District Manager Armstrong reported that this agreement is for the upgraded services that were previously approved in the amended budget. Director Lofrano motions to approve the master service agreement with LunaTech. Director Wright seconded the motion, which passed 5-0.

d. Consider and approve a memorandum of understanding between Midway Heights County Water District and Placer Hills Fire Protection District (action)

Chief Gow reported that we are still waiting for the finalized draft and requested for this item to be put off until next month.

e. Consider and approve authorizing the Fire Chief to execute a memorandum of understanding with South Placer Fire for Tablet Command Services (action)

Chief Slusher reported that we have been part of the agreement with Tablet Command, under South Placer, for a few years. Our agency has been requesting an MOU to outline the billing methodology. Requesting the Fire Chief to execute as we are still waiting on an amendment to combine Newcastle and Placer Hills. Director McCray motions to approve authorizing the Fire Chief to execute a memorandum of understanding with South Placer Fire for Tablet Command Services. Director Wright second the motion, which passed 5-0.

f. Consider and approve the first reading of an amended Controlled Substance Accountability Policy (action)

Chief Slusher reported that this amendment is being brought forward to be consistent with our current processes. Director Paskey motions to approve the first reading of an amended Controlled Substance Accountability Policy. Director Lofrano seconded the motion, which passed 5-0.

g. Consider and approve a first reading of a Fund Balance Policy (action)

District Manger Armstrong reported this is one of the policies that the auditor requested we complete. Director Lofrano motions to approve the first reading of a Fund Balance Policy. Director Wright seconded the motion, which passed 5-0.

h. Consider and approve a first reading of a Investment Policy (action)

District Manager Armstrong reported this is also a policy that the auditor request we complete. Director Wright motions to approve the first reading of a Investment Policy. Director Lofrano seconded the motion, which passed 5-0.

- i. Consider and approve the first reading of the updated Lexipol policies (action)*
Chief Gow reported this action finalizes everything that has been moved into Lexipol and some minor changes to existing policies. Director Wright motions to approve the first reading of the Lexipol policies. Director Paskey seconded the motion, which passed 5-0.
- j. Select and approve the board members of the newly reorganized district (action)*
Director Harvey reported that he is taking his name out of consideration for the new board. Director Harvey nominates Directors Lofrano, McCray and Paskey for the reorganized board of directors. Director Wright seconded the motion, which passed 5-0.
- k. Consider and adopt Resolution No. 2026-05 Implementing the reorganization of the district (action)*
District Manager reported that the resolution addresses the details of the reorganization implementation; effective date of July 1st, earlier transition of staff and the board members that are joining the reorganized board. Director Wright motions to adopt Resolution No. 2026-05 Implementing the reorganization of the district. Director Lofrano seconded the motion, which passed 5-0.
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.*
Director Wright shared that the main reason we didn't hold meetings on Wednesdays previously was because of his schedule and now it will no longer be a conflict as he will not be joining the new board.
 - b. Request item(s) for inclusion on subsequent meetings, or request a Special Meeting.*
 - c. Reminder of next Board meeting(s): Regular Meeting on June 11, 2026.*
9. Adjournment:
There being no further business, the meeting was adjourned at 6:50pm.

Respectfully submitted by:



Michelle Armstrong, District Manager