



PENRYN FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Shields, Directors Heimlich and Verdugo

MINUTES OF THE REGULAR MEETING July 20, 2026

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 pm.
Directors in attendance: Danielle Hardesty, Cheryl Hotaling, Larry Shields, and Diego Heimlich
Directors absent: Robert Verdugo
Staff in attendance: Chief Gow, Fire Marshal D'Ambrogi, Assistant Chief Slusher, and Division Chief Williamson
2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Chair Hotaling requested to remove ACTION ITEM 8, D, from the agenda. Vice-Chair Hardesty moved to approve the agenda. Secretary Shields seconded the motion, passed 4-0.
4. **Approval of Minutes:** Vice-Chair Hardesty moved to approve the minutes from the June 15, 2026 meeting, Secretary Shields seconded the motion, and Director Heimlich abstained, passed 3-0.
5. **Financial Report & Bill Approval:** Vice-Chair Hardesty moved to approve the financial report and expenses. Director Heimlich seconded the motion, passed 4-0.
6. **Correspondence:** Chief Gow reported that Occu-Med is working with the Districts Worker's Compensation Insurance carrier to subsidize costs for pre-employment medicals, Chief Gow and Admin. Assistant Fairchild to follow up on this.
7. **Public Comment:** N/A
8. **Action Items:**
 - a. **Consider and approve the strategic plan presentation**
Chair Hotaling reviewed the strategic plan information in the agenda packet. The Chair inquired about obtaining a better regional map for the strategic plan. The Chair asked the board members to review the plan and provide any comments back to the Chair within the next month. The Chair would then take such comments back to the Ad Hoc Strategic Plan committee for final draft. Chair Hotaling pointed out the dates for plan review/presentation. Chair Hotaling made a motion to approve the plan and the Ad Hoc Strategic Plan committee can make any adjustments prior to the presentation of the plan, second by Vice Chair Hardesty, passed 4-0.
 - b. **Review the Conflict of Interest Code as required by Placer County Counsel**
Review, routine matter that occurs, no changes needed. Motion by Vice Chair Hardesty to approve the Conflict of Interest Code, second by Director Heimlich, passed 4-0.
 - c. **Closed session: Pursuant to California Government Code §54957.6(a) LABOR Negotiations**
Chair Hotaling called the closed session at 6:40 PM.
Regular meeting resumed at 6:46 PM. Chair Hotaling there was no reportable action from the closed session.
 - d. **Consider and approve the Memorandum of Understanding between local 3800 and the Penryn Fire Protection District expiring June 20, 2028**
This item was removed from the agenda.
9. **Informational/Non-Action Items:**
 - a. **Sierra Nevada Firefighters, Local 3800 (Local 3800):** N/A
 - b. **Fire Chiefs Report: Chief Gow**
 1. Out of Class Acting Battalion Chief program being established, Asst. Chief Slusher to provide more in the Operations report

2. Working on RFP for roof project
3. Chief Rogers provided a six (6) review of the Sub JOA Administration report to the City Counsel in July. Will provide the same report at the next Penryn Board meeting
4. South Placer FPD has a measure in the November election
5. Chief Gow and Chair Hotaling met with LAFCo personnel, inquired about Penryn sphere of influence, no update on this topic, their next study is to review all special districts

Operations Report: Assistant Chief Slusher

1. Response statistics provided, call volume is normal
2. The Operations Chief and Administration Chief have developed an Out of Class Acting Battalion Chief program to temporarily fill any BC vacancies. There will be an assessment component with evaluation. This is not a testing process or to establish a list for future hiring. There are personnel from all three (3) agencies; Penryn, Placer Hills, and the City of Auburn fire agencies that will participate in this program.

Fire Prevention report: Division Chief Williamson

1. Reviewed the work performed by all the Sub JOA agencies in prevention for the month of June 2026

c. Director Committee Reports

1. **Personnel Committee:** Chair Hotaling reported that work is still ongoing with the MOU, some legal review is needed to conclude
2. **Administrative Contract & Finance Oversight Committee:** Vice-Chair Hardesty inquired if the Placer Hills contract committee has been established. Chief Gow responded with the members from Placer Hills and agreed to set up a meeting to begin discussions on the Administrative Contract between Penryn and Placer Hills
3. **Ad hoc committee for future cooperation with other fire departments:** N/A
4. **Ad hoc strategic plan:** Chair Hotaling reiterated a request for comments from the Board members within the next month
5. **Ad Hoc Engine Replacement**

Chair Hotaling requested Chief Gow to set up a meeting with that committee

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

Fire Marshal D'Ambrogi reported that the Local Hazard Mitigation Plan was reviewed by Cal OES and returned to Placer OES for additional information. At the last CWPP planning meeting an overview of the survey was presented, the consultant will package the results up for better review. All projects have been submitted, the next task is to prioritize the projects by importance for potential future funding. A question was asked by the Board regarding the Fire Risk Reduction Community certification received by Placer County. This certification covers all of Placer County and may be eligible for insurance rate reductions through homeowner's insurance.

The meeting was adjourned at 7:00pm

Next Board Meeting: Monday, August 17, 2026 6:30 PM - 8:00 PM (PST)

Respectfully submitted,



District Manager