



# PENRYN FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

## MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Mahoney, Directors Neifer and Shields

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### MINUTES OF THE REGULAR MEETING: January 16, 2023

- 1. Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30pm.  
Directors in attendance: Larry Shields, Danielle Hardesty, Cheryl Hotaling, Susan Mahoney and Randy Neifer.  
Staff in attendance: Fire Chief Ian Gow, Fire Marshal Mark D'Ambrogi and Battalion Chief Pat Nelson.
- 2. Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
- 3. Approval of Agenda:** Director Neifer moved to approve the agenda as posted. Director Mahoney seconded the motion that passed unanimously.
- 4. Approval of Minutes:** Director Neifer moved to approve the minutes for the regular meeting on December 19, 2022. Director Shields seconded the motion that passed unanimously.
- 5. Financial Report & Bill Approval:** Director Neifer moved to approve the financial report and expenses. Director Shields seconded the motion that passed unanimously.
- 6. Correspondence:**
  - Motion Pro has to suspend the participation with Penryn Fire. Motion Pro will re-evaluate at a later date.
  - Newcastle Fire Station 41 Dedication is tomorrow at 1pm. Open House will be held on Sunday.
  - Director Hardesty requested to see JOA report for Penryn employees at other Districts.
  - MAC Meeting on the 23<sup>rd</sup>. The winery will not be on the agenda.
- 7. Public Comment:** If Department needs any chainsaw training, local residence with trees down offered property use.
- 8. Informational/Non-Action Items:**
  - A. Nevada County Professional Firefighters, Local 3800 (Local 3800):** Preparing for negotiations, current contract is through June 30<sup>th</sup> 2023.
  - B. Fire Chief's Ian Gow Monthly Report:**
    1. Newcastle Fire Station 41 Dedication is tomorrow at 1pm.
    2. Placer Hills held a Captain's Test with 5 internal candidates and 2 from the JOA.
    3. Submitted grant applications to SSV for EMS Equipment to include Lucas Devices and additional EMS equipment.
    4. Property across the street is for sale and will be looked into.
    5. Districts upstaffed for weather events through OES Pre-position funding.
  - C. Fire Marshal Mark D'Ambrogi's Monthly Report:**
    1. One plan for single family dwelling, one hydro, 2 propane inspections and one commercial tenant improvement.

**D. Battalion Chief Pat Nelson's report:**

1. 64 calls for service last month. Gave mutual aid six times and received mutual aid once.
2. Working with staff on winter plans for general maintenance on vehicles and fire stations.

**E. Director Committee Reports**

1. **Personnel Committee:** Start work on negotiations.
2. **Administrative Contract & Finance Oversight Committee:** No report.
3. **Ad hoc committee for Future Cooperation with other Fire Departments:** On hold.

**F. Board review of the updated Strategic Plan 2019-2024:** Board reviewed and discussed recommendations. Updated document will be brought back to the Board for adoption.

**G. Board review of the draft Capital Expense Plan:** Board reviewed and discussed recommendations in order to approve a replacement schedule. The Finance Committee will meet with Admin and Command Staff and bring a final Capital Expense plan back to the board for adoption.

**H. Board discussion on the Deferred Compensation contribution for FY 2021/2022:**  
Deferred Comp was funded in the past because Penryn was not enrolled in CalPers. Director Mahoney asked the Board to consider funding deferred comp for the final year prior to CalPers enrollment. Item given to the Personnel Committee to bring back to the Board.

**9. Action Items**

**A. Consider and approve the District's Audit for Fiscal Year 21-22 prepared by Smith and Newell, CPAs:** Director Neifer moved to approve the District's Audit for Fiscal Year 21-22 prepared by Smith and Newell, CPAs as presented. Director Mahoney seconded the motion that passed unanimously.

**There being no further business, the meeting was adjourned at 7:23 p.m.**

**Next Board Meeting: Monday, January 16, 2023 6:30 PM - 8:00 PM (PST)**

Respectfully submitted,



Gillian Lofrano, Recording Secretary