

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Special Board Meeting Minutes
May 15, 2025

The South Placer Fire District Board of Directors Special Meeting was called to order on Thursday, May 15, 2025, at 1:36 p.m. by Tracy Randall, President.

Present:

Tracy Randall, President
Ken Musso, Vice President
Chris Gibson, Clerk
Jenine Windeshausen, Director
Gary Flanagan, Director

Absent:

Dan Bajtos, Director
Pete Gallegos, Director

Staff in Attendance:

Fire Chief, Mark Duerr
Board Secretary, Katherine Medeiros

Public Comment: None

NEW BUSINESS

District Workshop following Brown Act Training: Following the recent Brown Act training the Board requested a follow up meeting to discuss several items related to the Brown Act and how the Board is conducting regular business including the adoption of policy revisions, a revision to Policy 1207 regarding committee formation and assignment, and the delegation of authority related to those committees. District counsel Lindsay Moore of Kingsley Bogard was available to assist the Board with questions regarding compliance with the law and general questions regarding board authority. The Board discussed updating and revising the language and processes discussed in Policies 1201, 1207, and 1211.

President Randall noted that any first reading of policy changes in Policy 1201 could be approved in the consent agenda should there be small changes to description, code numbers, etc. noting any changes should be submitted to the Board Chair and Fire Chief.

Policy 1211 was discussed regarding future agenda items requested by the public to be firstly presented to the Fire Chief with final agenda approval by the Board Chair. It was noted to add a speaking time limit of three minutes to Policy 1211.3.4. Additional language was suggested for policy 1211 as to delivery and timing of board documents prior to every board meeting.

Policy 1207 was discussed for clarification of ad hoc versus standing committees and their reporting requirements under the Brown Act. It was noted that committees meet as advisory groups to provide recommendations to the Board. The Board determined that the Budget and Finance Committee was the only standing committee for the District. Strategic Planning should be re-classified as an ad hoc committee. The Personnel Committee would be restructured as the LMI Committee – an ad hoc committee, assisting the Fire Chief upon request for non-contractual items. The Board determined there was a need to identify the negotiating team for the District at a future regular board meeting.

The Board discussed forecasting pre-set time limits for future closed sessions to the agenda. In addition, it was noted to add language in Lexipol to authorize the Fire Chief to enter into contracts between \$20-30,000.

There being no further business to come before the Board, the meeting adjourned at 3:43 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy Medeiros". The signature is written in a cursive, flowing style.

Recording Secretary, Kathy Medeiros