

**AMADOR FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

Meeting Was Recorded

Jackson, California  
Tuesday, January 16, 2024  
10:30 AM

The Board of Directors of the Amador Fire Protection District met in the County Administration Center, 810 Court Street, Jackson, California, on the above date pursuant to adjournment, and the following proceedings were had, to wit:

**Present:**

Brian Oneto, Chair  
Pat Crew, Vice Director  
Richard Forster, Director  
Jeff Brown, Director

**Absent:**

Frank Axe, Director

**Staff:**

Robert Withrow, Fire Chief  
Nicole Cook, Board Clerk

**AGENDA**

**MOTION:** It was moved by Director Crew and seconded by Director Brown and carried 4-0-1, to approve the agenda, Director Axe absent.

**PUBLIC MATTERS NOT ON THE AGENDA:** None

**PRESENTATION:** Chief Withrow acknowledged and commended Kayla Dale for her dedication and efforts as Public Information Officer (PIO) and for the fire wise communities. He stated that a PIO is often providing the community transparency through community engagements, press releases and even reaching out to community members on an individual basis. He thanked her spouse Chad Dale for his continued support. The Chief swore in Kayla Dale and after the oath, her husband pinned her badge.

The Chair announced a ten minute recess at 10:38 AM

Reconvened the meeting at 10:48 AM

Director Oneto, the Chair of the Board congratulated PIO Dale.

**ADMINISTRATIVE MATTERS:**

**Fire Chief Update:**

**Amador County Fire Chief's Meeting (ACFCA):** Discussion ensued relative to subject matter of dispatching. Chief Withrow welcomed Chief Moreno, Fire Chief of Sutter Creek Fire District and as the president of the ACFCA. Chief Withrow explained that dispatching costs are increasing and Amador County is a little unique as the

District still relies heavily on volunteers responding to emergency calls, where as much of El Dorado County has moved away from volunteer firefighters. Due to increased cost along with other operational challenges, the local Fire Chiefs as a group, wanted to explore the option of possibly utilizing the Sheriff's Office for dispatching. The current dispatch process is a little "clunky" as 911 calls go to the Amador County Sheriff's first, then call taker has to ask what the emergency is. If it is as an emergency medical call for example, the dispatcher then has to provide the EMD, dispatch the Ambulance and then they forward the caller to Camino Cal Fire so Camino can dispatch the local fire resources. This process is becoming cumbersome as both Amador County and El Dorado County have gotten busier with emergency calls.

Chief Moreno also addressed the Board by stating that each fire department has its own unique challenges such as terrain, etc. During storms, there were loss of land lines, issues with AT&T, and there are issues with communication. There can be benefits to having a local dispatch center as they know the area better than those that are out of the County.

Amador County is able to backfill the fire station when that particular station is dispatched to a call when other counties may not.

Director Oneto stated that he appreciates the Fire Chiefs collaboration.

**Public Information Officer:** Kayla Dale presented. Discussion ensued relative to subject matter. No action was taken. AFD presence and participation included the following:

- a. Working with three Fire Wise Communities to plan mock evacuation drills like the District performed with Burke Ranch in addition to attending the annual spring Fire Wise preparedness meetings. The communities include:
  - i. Amador Pines
  - ii. Surrey Junction
  - iii. Sunset Heights
- b. There are 4 Town Hall meetings planned for the Spring
  - i. Fiddletown – Community Center
  - ii. Willow Creek – Fire Station 121
  - iii. Pine Grove – Community Center
  - iv. Pioneer – Veterans Hall
- c. Chief Withrow has been invited to speak to the Upcountry Rotary in April.
- d. Chief Withrow is in collaborations with the Amador County Vintners Association.
- e. Red Cross and the District is partnering for the upcoming weekend to hand out free smoke alarms, specifically in Pine Grove area, at the Mobile Home Park.

**Fire Prevention:** Prevention Officer, Ashley Anaya addressed the Board; Decembers report includes the following: 11 property inspections, 16 mandatory and business inspections, and sent approximately five property letters for the benefit of our citizen's protection. Since the end of July 2023, there has been 26 property inspections, 68 business inspections, which includes re-inspections, approximately 10 reviewed plans for building or tenant improvements, 6 fire investigations, and 4 event inspections.

**Mid Year Budget:** Discussion ensued relative to subject matter. Chief advised the Board that the Measure M funding is down about 4% from last year. The apparatus maintenance program will exceed approved budget.

**Adopting amendments to the Conflict of Interest Policy including appendix designated personnel and disclosure categories:** Discussion ensued relative to subject matter. Chief Withrow presented.

**MOTION:** It was moved by Director Forster and seconded by Director Brown and carried 4-0-1 to approve resolution as presented, Director Axe absent.

#### **RESOLUTION NO. AFD 24-01**

Resolution approving the adoption of amendments to the Conflict of Interest Policy including appendix' designated personnel and disclosure categories.

**District Monthly Reports:** Discussion ensued relative to subject matter. Chief Withrow presented.

**Call Report:** No action taken, report only.

**Training Report:** No action taken. Chief stated that the focus will be the challenges related to Amador Fire such as the water systems, roads, infrastructure, etc. There will be live fire training on Oak Leaf Court which will highlight hose lay, water, techniques, etc. The existing Cal JAC hours will reimburse most of the training instructors and supplies.

**Vehicle Maintenance Report:** No action taken. Chief updated the Board that the former E-5222 and E-5113 have been sold. Chief stated that the HME's are the right size and perfect fit for the District and terrain. Direction given to staff to add more detail other than "major service" in the description of report.

#### **MISCELLANEOUS MATTERS:**

**Minutes for Meeting from December 6, 2023:** Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Crew and seconded by Director Forster, and carried 4-0-1 to approve the December 6th regular meeting minutes with minor corrections. Director Axe was absent.

Director Oneto recused himself from the discussion of closed session items because of potential conflict of interest with property owner.

**CLOSED SESSION:** At 11:22 a.m., the Board recessed into closed session. This portion of the meeting was not recorded.

**REGULAR SESSION:** At 11:47 a.m., the Board reconvened into regular session. The following matters were reviewed during closed session:

**Conference with Real Property Negotiators:** Amador Fire Protection District (AFPD)  
Negotiators: Robert Withrow, Fire Chief, Property: Portions of APN: 030-740-022-000  
Negotiating Parties: Del Rapini Construction Inc./ Rapini Delbert E Sp. Trust. - Terms and  
Conditions to Consider Negotiation. Suggested Action: Discussion and possible action.

No action was taken, discussion only.

**Closed Session Minutes:** Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Forster and seconded by Director Brown and  
carried 4-0-1, to approve confidential minutes of December 6th with no corrections.  
Director Axe was absent.

**ADJOURNMENT:** At 11:48 am. Vice Chair, Pat Crew adjourned the meeting until Tuesday, February  
13, 2024.

  
Chair, Amador Fire Protection District