



# WILTON FIRE PROTECTION DISTRICT

9800 Dillard Road • Wilton, CA 95693

(916) 687-6920 • Fax (916) 687-8920

[www.wilton-fire.org](http://www.wilton-fire.org)

## MINUTES

### Regular Meeting of the Board

Wednesday, January 15, 2014 at 7:00 p.m.

Wilton Fire Station 81

#### ATTENDANCE

Directors Present: Obe Brown, Ron Fiorica, Joe Guardino, Al Iaccopucci, and Edgar Monroy

Staff Present: Fire Chief, Tom Dark and Clerk of the Board, Andrea Adams

#### A. CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. Director Guardino called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance led by Assistant Chief Jeffery Cookson

#### B. ANNOUNCEMENTS/PRESENTATIONS

1. Election of New Officers – Director Guardino asked the Board if they wished to change the role of the Chair and Vice-Chair and stated this was time to discuss it and asked what they wanted to do. Director Iaccopucci stated Director Guardino was doing a great job. Director Fiorica stated he doesn't disagree.

M/S Iaccopucci/Monroy To keep the Chair and Vice-Chair positions as they are currently in place for 2014.

**Approved 5/0**

2. Board Committee Updates - None

#### C. COMMUNICATIONS FROM THE PUBLIC

1. Gene Rose provided the Directors with a copy of a letter and stated it was a written request for an agenda item. He said he wanted to explain it to the Board. He stated at the Board of Directors Meeting on 12/18/14 he had at that time requested that an item be placed on the agenda regarding the scheduling of a future public forum by which members of the community of Wilton could discuss, comment, and ask questions related to the operation of the WFPD.

He stated he was informed at that time by the Chair, Joe Guardino that such a request would by policy need to be presented to Chief, Tom Dark in writing. Director Guardino indicated that the matter could then be placed on the January agenda for discussion and action.

On 12/30/13 of last year, sealed envelopes containing the written request was hand delivered to the Wilton Fire Department with copies addressed to the Board of Directors as the Fire Department was closed. The request was given to a member of the Fire Department with a request that it be placed in the Fire Department Office for distribution. The request was that the matter be placed on the agenda for tonight's meeting for consideration by the Board of Directors.

On 1/14/14, Mr. Rose stated he picked up a copy of the agenda for the scheduled Board of Directors Meeting which is scheduled for tonight. The request that he had demanded was not included in the agenda. He stated he was sure there was a reasonable explanation. He stated he felt he complied with the expressed policy and that his current concern is whether or not residents of the community of Wilton



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have access to the entire Board of Directors over matters of interest and concern as he followed the policy and it still didn't get on the agenda.

He stated in order to eliminate further delays; he is requesting the matter be placed on the February 2014 agenda. A copy of the written request that was delivered on 12/30 is provided. The language of the request is as follows, discussion and action on proposed public forum by which members of the committee discuss, comment, and ask questions related to the operation of the Wilton Fire Department. Also, included in the attachments includes the presentation he had made to the Board on 12/18/13 and also the request as delivered to the Wilton Fire Department on 12/30/13.

Director Guardino stated, somewhere, somehow, something has fallen through the cracks because whatever was delivered on 12/30/13 addressed to the Board of Directors, I know that I didn't receive it and I haven't seen it.

Chief Dark stated they letters were mailed to the Directors.

Director Brown stated he picked up his mail today and didn't receive it. Directors Monroy and Iaccopucci also stated they did not receive it.

Director Guardino stated he would start by apologizing and stated this was a first in all the years he's been on the Board that something has been delivered for the Board of Directors to see and it hasn't made it to the Directors, so obviously there was a snafu in the mail system somehow. He stated all he can do is apologize and that he's sorry it happened on this occasion.

Chief Dark stated they were put in the mail the same week they were brought into the office.

Director Guardino stated he did wish they would've had the chance to see it. He stated he appreciated him bringing it forth this evening.

Director Guardino asked the Directors if they had discussion on it.

Chief Dark stated he has some. He stated after reading the materials it did not meet the criteria for the business portion of what the Board does. It was all operational. The Board doesn't typically run the operations of the District and those are all operational items.

Mr. Rose stated they are in charge of the purse strings – as to how money is spent. So they're involved in the operations of the Department.

Director Iaccopucci stated that's why we have a meeting once a month - for the people to come down to the Station. It's published in the paper, it's published on the Board out front, and it's published on your board if you want to. I don't see any reason why we have to have a special meeting. The people know when we're down here and they can come down here to the meeting that we already have once a month.

Mr. Rose stated my request is not for them to come and just to through a regular meeting. I'm asking that a special meeting...

Director Iaccopucci stated we don't want a...

Mr. Rose stated let me finish. I'm only requesting that a special meeting be considered so people have an opportunity to discuss what the Fire Department does and how it provides services.



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Director Iaccopucci stated do you see the people that are here now? They cannot be that concerned because they're not coming down here.

Mr. Rose stated I don't think that's true because this is very dry.

Director Iaccopucci stated this is where our business goes on.

Mr. Rose stated but we're asking for a special meeting.

Director Iaccopucci stated you're asking for it - not we.

Mr. Rose stated that's true.

Chief Dark addressed Mr. Rose and stated he would like to explain one thing. When this topic was discussed in the Chief's meeting this month, it was quickly pointed out by Deputy Chief, Brian Brown, that we give this opportunity every couple of years at our Open Houses. We had a successful open house about a year ago that was organized by Assistant Chief Jeff Cookson. The open house is a great opportunity for people in the community to come down and ask questions.

Mr. Rose stated that's not a public forum. It's individuals one on one. He asked do you have people sit out front so they can ask questions.

Fire Chief Dark stated they asked questions all day long.

Mr. Rose said that's not what I'm talking about. I'm talking about in a public forum. Similar to what happened when your people presented before the Garden Club. That was a public forum but that happened to be a select group. What I'm asking is you expand it so it includes other people in the community so they can be a part of it and they can learn a little bit more about our Department. That's all I'm asking.

Director Brown said well, if that's the case then what we have to do is make a statement in the newspaper stating the fact that anybody who'd like to come to our meeting and under Communications from the Public may ask any questions they would like and anything they would like to discuss in our normal Board Meeting. It's all open here under the Brown Act of Communications from the Public and so I'm giving an invitation to everybody and the public who would like to come down here and ask questions on the operations of the Fire Department. It's open to the public once a month to come down to a public meeting.

Mr. Rose stated I'm not sure what you guys are going to do but it looks like you're going to deny the request that we have a public forum, and that's fine, but I want it on the record so we can decide where to go from here.

Director Guardino responded, well Gene, what's been pointed out is and you specifically asked for a forum to discuss items and I'm going to quote you "related to the operations of the Wilton Fire Department" and as the Chief pointed out, for the operation of this Fire District, how the guys put their boots on, how they get on their rigs, how they drive them out of here, the operations when it comes to running a call, if you will, are managed by the Chief and his staff. They're not managed by this Board and that's what he's saying – is that if those are the items that are going to be discussed, then it's not this Board's place to discuss them.



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Director Guardino stated I'll be perfectly honest; I don't even know the answers to some of those questions. As a Board, I think we stay out of the operations of the District because that's not our arena. It's not our area of responsibility if you will. That's why we have a Fire Chief and why he has a staff so I'm just unclear who this large group is, what their looking for.

Director Guardino further added The Garden Club sensed the need for their members. They arranged it through the Fire Chief. They came down here. They had what I believe was an excellent presentation. They wrote a glowing thank you letter to the crew and the personnel that assisted them and educated them and helped them to have a better understanding of some of the operations here. They had no trouble scheduling it and getting it done. They didn't need to come here, need to send letters/requests, agenda items or have discussions like this. They simply called the Fire Chief and said we have a group of folks who want to more about what you do and more about what they can do to help themselves and he arranged that. It wasn't something that had to be on the record. If you want to get this in the River Valley Times and you want to make it look like this Board is not receptive to this community then you go right ahead, that's up to you.

Mr. Rose stated "Well, you're saying that, I'm not saying that".

Director Guardino responded, you're stating you want things on the record and such, so I feel like some of this is almost trying to prove a point or beat a dead horse, if you will. This Board, this entire Fire District and everybody who works here in any capacity has always been very welcoming to this community, always, and I'm proud of that, and I'm not going to let you or anybody else insinuate or imply that this District doesn't have open arms to this community and do whatever we can to help this community because we do. These guys do it on a daily basis. We do our part to make sure they have the tools to do that on a daily basis and I'm proud of that. So I don't want this to take the path that we're being resistant to some kind of public meeting or we're not being transparent or we're not willing to talk to people because none of that is true and I want that on the record because our transparency is better than any public agency I know of and our receptiveness to the people we serve is better than any public agency I know of. I'm proud of that and I'm proud of all of the work that all of these members like the fellas sitting behind you do on a daily basis and I want that on the record.

Mr. Rose stated he totally agreed with everything Mr. Guardino said. He further stated we are proud of our Fire Department and the personnel. I've said that many times before this Board. When they responded to a medical aid situation at my house, they were very professional. I said all that. That is not the question here. The concern is that there is a lot of people out there that have really little knowledge about what the Fire Department is all about.

Some of the questions that have come before me are for example, people with security gates. What happens if you have to go on a medical response or a fire response and you are faced with a security gate? These are questions people with security gates should know. What's a better way to get this kind of information out than in a public forum? Another example, what is the role of the Fire Department when they respond to traffic accidents? Are they there to provide medical assistance? Are they there to control traffic? What actually do they do? This isn't a witch hunt. This is just a way of trying to get information out to the public so that they have a better understanding of what the Fire Department can and cannot do. That's all it is. Now to make it something more than that – I don't know where you're coming from, that's your prerogative.

Another question that people have asked me – I had them all listed but I didn't bring it with me. In fact, it's on the original. Do you have the original?



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Chief Dark stated, yes, it was in the office.

Mr. Rose stated I had about seven or eight questions that people had told me they had some interest in and needed answers to or needed more about the Fire Department. Another is, what's the difference between an EMT and a paramedic and how many do we have here? What are their duties? What do they do? What do they provide? How many are on per shift? These are the kind of questions the community would like to have some answers on. The best place to get that information is in a public forum where people can ask these questions, you can respond to them, and you can give the community a better understanding of what this is a great Fire Department we have. The personnel are terrific, but we need to get that information out to the community. I don't understand the resistance to that you know, but that is your prerogative.

Director Guardino stated there's no resistance to that but the forum you're approaching this Board and asking to answer the questions that you just used as your examples is not the way we go about this. That's not the Board's role. Like I said, the Garden Club had similar questions. Those ladies had no trouble at all getting the answers to their questions. I don't know who this large group is you speak of.

Mr. Rose responded you say large group. I never said anything about a large group. You know, I said some people/some individuals have asked me some questions and I've presented some of those questions to you.

Director Guardino stated those individuals, if it's an organized group or just a group that wants to come together and get those questions answered, they can go about it the same way other people do. They can call the Fire Chief. They can come down here and the crew can do what they did. There's a lot of ways to get that done. Scheduling a Special Meeting, having to post it, and all the things we go through when we assemble to have a regular Board Meeting or a Special Meeting is not required to make that happen. It's not what we do.

Mr. Rose stated I'm just suggesting the Board be present. I think most of the operational questions would be handled by the Fire Department, the Chief, and his subordinates you know. But you're missing the entire point and the entire point is that we're not asking, individuals can ask individual questions, that's great, but what I'm saying is that you'll get more for your buck if you have a public forum where questions are asked in a public forum by different people and recorded in the River Valley Times. So those who don't attend will at least have access to that information. You know, that came to the forefront with the presentation of the Garden Club. There was some great information in there that was provided to the community. If Gail had not been there, the community would not have known about that information. All I'm saying is why not expand that? Why not give more information and give people an opportunity to better understand their Fire Department?

Chief Dark addressed Mr. Rose and stated he's a little concerned that why people in the community are asking you (Mr. Rose) these questions because they're not picking up the phone and asking me or coming down here.

Mr. Rose stated you are again missing the point.

Chief Dark stated they're asking you Gene...

Mr. Rose stated, no, this is just part of a discussion and so what I'm saying is, gee, people have these individual questions. You're again missing the point. If you handle these questions in a public forum and you have the River Valley Times there, that information is going to get out to the public. You know, how many people out there have security gates and do they have knowledge as to what they should do to



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make sure that you have access to their property whether they're home or whether they're not home. You know, I don't know either.

Director Guardino stated if I had a security gate on my property and I would make darn sure that I had some personal responsibility and I contacted whoever I needed to contact down here and was assured that the Fire District and local law enforcement had access to my property. There's such a thing as personal responsibility be it knowing how your gate operates and how the Fire District or law enforcement needs to be able to access your gate, to having your trees trimmed or what have you. There's personal responsibility involved here and my advice is if those people are concerned that their gate may hamper a response, then they should take it upon themselves to rest assured that they have the correct information and that their gate works properly so that the crews can make access to there.

Fire Chief Dark stated we do have people here to answer those questions.

Mr. Rose responded, I'm sure you do.

Director Brown stated Gene, we hold a public meeting 12 times a year, every month on a set schedule, every third Wednesday of the month. Everybody in the community in the community is invited to come and ask questions. We have communications from the public before we continue on with our meetings to start with so that way people don't have to sit through our other business and stuff. After they speak, they have the opportunity to leave early and we do it every month. If they want to know questions and stuff and don't want to call the Chief, and want to do it in a format with the whole Board of Directors, they can come once a month down here.

Chief Dark asked Gene, Let's say if we have another Open House, do you feel that a question and answer desk would suffice? Would that do for what you're looking for? So they could go right to me or the rest of the Chief Staff and they know that's what that's for along with the other demonstrations we having going on.

Mr. Rose responded, well, I think it could be handled at an Open House but I think what you need to do is you need to make it like a forum or a discussion so that people aren't asking you questions individually. They may be asking individually but they're part of a group so other people have access, people receive all the information they're asking.

Chief Dark stated I see what you're getting at.

Mr. Rose stated as part of your Open House if you said we're going to have an open discussion about our Fire Department and would like people to attend. That would suffice. That would answer the question but see that's not happening. During your Open House, all you're doing, you're having the individuals come up and ask the questions, and that's fine, but the individual's getting the benefit of it. But what I'm saying is when you have a public forum, then you're getting a broader segment of the community that is going to get information that they wouldn't otherwise have and that's all I'm saying and maybe a Special Meeting isn't what should be happening. Maybe it could be handled in your Open House with some advertising if that's what you're going to be doing. I just think that you have a lot to offer the community and there's a lot out there that the community does not know about your Fire Department or some of the problems you have. For example, when you go Code Three, do you have to abide by speed limits, double lines or stop signs? You know, that hampers a response time or maybe it doesn't.

Director Fiorica said I would just like to say Gene, as to what was mentioned earlier, we have a section for this type of thing for the people to come and ask these questions already during the meeting. I would like to see some of those people here to just ask some of those questions.



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Director Guardino stated I'll remind you guys that under Communications from the Public, we can't have discussion or take action on anything thus forward.

Director Iaccopucci stated they can put it on the agenda.

Chief Dark stated we can certainly answer the questions.

Director Iaccopucci agreed we can answer the questions – there's no problem there at all.

Chief Dark stated maybe he could clear up what the Garden Club asked for and what took place with the Garden Club; it wasn't necessarily a public forum what they asked for. When that request came in from Ms. Musallam, she asked for more of a medical emergency demonstration. What they could expect to see from the crews when they arrive. That's kind of what she was getting at. What they did was show them the equipment, explain to them what would typically happen with some of the more common medical emergencies, what would happen with more senior folks, and show them some of the equipment that we would be using. There were some questions that they asked. It wasn't necessarily that the Garden Club came down for questions and answers. I'm not sure if you had that information, but I just wanted to make sure you knew what that was.

Mr. Rose stated he understood that. He thought it was great and the way it was handled was great. He stated he just thought there's a larger segment of our community that are not getting the benefit of that kind of stuff because they don't belong to the Garden Club or they don't belong to organized groups.

### J. CONSENT CALENDAR

1. **M/S Brown/Fiorica** To approve the consent calendar as written.  
**Approved 5/0**

### E. STAFF REPORTS

1. Chief Dark updated the Board on the prior month's activities through the Chief's Report:
  - i. December 2013 reported 46 calls and December 2012 reported 42 calls;
  - ii. Significant incidences included a medical aid on Walmart Road. The stove must have malfunctioned and blew the resident back into the cabinets. The resident was not burned – it just flashed and went out;
  - iii. There were no major incidences with vehicles; minor stuff, for example the shoreline plug on Engine 81 was replaced which was about \$300;
  - iv. Captain Kunz was on the roof of the Administration Building trying to fix the leak but it's going to have to rain to see if it was successful;
  - v. Training included Trailer Ops at Tuesdays Drill and we're bringing Mr. Ron Gangle from Cosumnes on Saturday to do his trailer class and we're doing some Driver Training with the larger rehab trailer;
  - vi. The four (4) new resident volunteers that were going to start this month are cut down to two (2); one had a medical issue that he needed to address and the other moved out of the District;
  - vii. Mr. George Avila stated the WFA Awards Dinner is planned for 2/23/14 at the Alta Mesa Gun Club and the Association would like to extend the invitation to the WFPD Board Members to attend. The Dinner will start about 5:00 p.m. and extend into the evening with the gala event and Captain Dennis Miranda on the keyboards to play some music.



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### F. NEW BUSINESS

1. None

### G. OLD BUSINESS

1. SDRMA Liability Insurance – Chief Dark

Recommendation: Chief Dark stated he will be receiving feedback from the attorney and then will relay the information to the Board.

Discussion: Chief Dark stated he has not heard back from the attorney yet. Also, he stated he received a call from Director Brown about legalities.

Director Brown stated it was a question about the legalities of withdrawing fire service to houses that do not comply.

Chief Dark stated it was more of a Release of Liability and I guess it was done on Voula Road. So, just a Release of Liability knowing that there could be extended arrival times or for poorer accesses. Again, I haven't talked with the attorney about any of it yet. Due to the request, I will ask the attorney on the phone. I don't even know if it's legal to do that other than inform people that there could be extended arrival times should accesses be hampered, but we'll find out. I do know that at the Lucchetti Ranch due to the covered bridge in the Chief Ogden days there was something on file.

Director Brown stated you have to use the access road because that road won't support the weight of the fire truck. In addition, he said we also have the one on Alta Mesa - the railroad car that they used for a bridge; we had to deny those three houses fire service because we cannot access them. The trucks are too wide. So, we do have houses in the neighborhood that have restricted service.

Chief Dark stated he will ask the attorney when he gets a hold of her.

#### No Action Taken

2. Sale of WFPD Apparatus – Chief Dark

Recommendation: The Brindley Mountain Fire Apparatus Sales has been in contact with Captain Dan Kunz.

Discussion: Chief Dark stated that we don't have their contract yet. They have pictures of the rigs for sale. We should probably have their contract tomorrow. They are chomping on the bit to get them posted on their website to sell. It's in the works.

#### No Action Taken

3. Apparatus Replacement – Chief Dark

Recommendation: Chief Dark stated we should have solid numbers next month from the vendors.

Discussion: Chief Dark stated it is being worked on. We don't have good solid numbers with plans that have been finalized from any of the vendors. We're close, real close, but we don't have anything really to present to the Board. As soon as we get some specs and some drawings then you'll get them no matter when it is. You'll get them as soon as I get them so you can look at them before the Board Meeting but at this point, I don't have anything.





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Director Guardino stated he wanted to make a comment on that. He said he stopped by here on Sunday morning to pick up his Board packet and Sunday morning Captain Dan Kunz was hard at work with a bunch of drawings and post it notes. The whole thing was overwhelming to see what these guys are working on. I know Dan is putting in a tremendous amount of time and he's got the help of some others, and I want to thank everybody who's working on it and I want to thank Dan for the amount of hours he's putting in to make sure that when we make this decision and we move forward on this that we're doing the right thing because he was buried in paper on a Sunday. Thanks Dan, and I just wanted to publicly acknowledge that.

### No Action Taken

4. WFPD Policies and Procedures Manual – Director Fiorica and Director Monroy

Recommendation: Director Fiorica stated included in the packet for review and revisions were Sections 1,000-3,000 and last month we had asked for input.

Discussion: Director Guardino asked if everyone had chance to review Sections 1,000-3,000. He stated he did submit some changes and the clean copy is in the binder also. They were pretty simple sections, some of it was just terminology stuff and I think the main thing that I had the desire to change other than some terminology was that some things be put in writing and then if we do receive requests for Board Meeting items, that we keep the Brown Act in mind and we'll take those things up at the next meeting if time allows for us to meet the requirements of the Brown Act. If we receive the requests so late that we can't follow those requirements, those items will just need to be put off for the following month.

Lastly under budget prep, I proposed some changes just to better align with how we do our budget because our budget is so hard because we don't get our final numbers from the previous year to work with and I gave us basically a little bit more time to bring the proposed and then the final budget forward while still meeting the County requirements for the dates that stuff is due, so that was the reasoning behind those things that I propose changes.

Director Brown said he had a question about 1010.2. It says that regular meeting Board of Directors requires a four to five vote or three to five vote.

Director Fiorica responded four to five was supposed to be crossed off.

**M/S** Brown/laccopucci To approve the first section of corrections with the corrections in it.

Director Guardino stated he wanted to make sure the motions clear. We're approving Sections 1,000, 2,000, and 3,000 with the proposed changes.

### Approved 5/0

## H. IDENTIFICATION OF ITEMS FOR FURTHER MEETINGS

1. Policies and Procedures

## I. EXECUTIVE SESSION

Board adjourned to Executive Session at 7:47 p.m.

1. Public Employment – Clerk of the Board  
(Government Code Section 54957.6)



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Board reconvened from Executive Session at 9:09 p.m.

### J. ADJOURNMENT

Board adjourned at 9:10 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andrea Adams", written over a horizontal line.

Andrea Adams  
Clerk of the Board

Approved:

A handwritten signature in blue ink, appearing to read "Joe Guardino", written over a horizontal line.  

Joe Guardino  
Chairman