



**West Plainfield Fire Protection District**  
24901 County Road 95, Davis, CA 95616 (530) 756-0212

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**BOARD OF COMMISSIONERS – REGULAR MEETING**  
**June 21, 2022 at 7:00 PM**

To be Held  
24905 County Road 95, Lillard Hall  
Davis, CA 95616

1. Call the Meeting to Order and Establish Quorum (President McMullen)
2. Public Comment
3. Old Business
  - a. Update - Weed Abatement (BC Wilson)
  - b. Update – Yolo County Fire Sustainability Committee (AC Stiles)
  - c. Update – Commissioner Hjerpe and Beoshanz Recognition (Chief Rita) (Pg 3)
  - d. Update – Joint Operations Agreement with Willow Oak Fire Protection District (Chief Rita)
    - i. Introduction – Fire Chief Marcus Klinkhammer, Willow Oak Fire
    - ii. Introduction – Asst Fire Chief Jon Guse, Willow Oak Fire
  - e. Discussion / Action – Holiday Leave – Paid Out Monthly (as adopted) vs Allowed to Accrue with Vacation Leave
4. Lillard Hall
  - a. Manager Report (Hall Manager Gonzalez) (Pg 4)
5. New Business
  - a. Discussion / Action - Volunteer Applications (Chief Rita)
    - i. Keegan Kevan
  - b. Discussion / Action – Sale of 1994 Model 9 (AC Stiles) (Pg 5)
  - c. Discussion / Action – Standing Committees – Reports
    - i. Budget and Benefits Committee – **Yeager**, Guarino
      1. Discussion / Action – Adopt 2022-2023 Budget
    - ii. Personnel Committee – **Amy**, Yeager
    - iii. District Funding and Development Committee - **Guarino**, Amy
    - iv. Lillard Hall Committee – **Amy**, Guarino
      1. Discussion / Action – Approve June 2, 2022 minutes (Commissioner Amy) (Pg 6-7)

2. Discussion / Action – Alter Hall Agreement language to amend Meeting Fees to \$50 per 2-hour block and add a \$200 deposit for meetings (Commissioner Amy) (Pg 8-13)
- d. Discussion / Action – Ad Hoc Committee Reports
  - i. LAFCO – **Guarino**, Yeager
  - ii. Solar – **Guarino**, McMullen
  - iii. Inspection Fees – **Yeager**, Amy
- e. Discussion / Action – Liaison Reports
  - i. Fire Prevention / Investigation – McMullen
  - ii. Training – Yeager
  - iii. Large Equipment / Facilities – McMullen
  - iv. IHS - McMullen
6. Fire Chief's Report (Chief Rita)
7. Battalion Chief's Report (BC Wilson)
8. Fire Fighter's Association Report (Jon Lee)
9. Clerk's Report (Interim Clerk Rita)
  - a. Discussion / Action – West Plainfield Fire Protection District Bill Review / Approval (Pg 22)
  - b. Approval of May 17, 2022 Board Meeting Minutes (Interim Clerk Rita) (Pg 23-31)
10. Open Forum
11. Next regular Board meeting on July 19, 2022, unless another date is agreed upon
12. Meeting Adjourned (President McMullen)



Lillard Hall Reservations - June 2022

Date	Name	Event Date	Status	Deposit	Rental Fee	Total Due	Event Type	Active/Inactive
10/25/21	Sorana A	7/23/22	Awaiting Rental Fee	\$550	\$800	\$1,350	ptism Recept	Active
2/28/22	Marisol T	6/4/22	Paid	\$800	\$800	\$1,600	ptism Recept	Active
2/28/22	Ernesto/Marisol S	6/11/22	Paid	\$800	\$800	\$1,600	3irthday Party	Active
2/28/22	Juana A	5/7/22	Paid	\$800	\$800	\$1,600	3irthday Party	Active
3/1/22	Jennie K	5/11/22	Paid		\$50	\$50	Meeting	Active
3/1/22	Jennie K	5/12/22	Paid		\$50	\$50	Meeting	Active
3/1/22	Jennie K	5/18/22	Paid		\$50	\$50	Meeting	Active
3/1/22	Jennie K	5/19/22	Paid		\$50	\$50	Meeting	Active
3/1/22	Jennie K	5/25/22	Paid		\$50	\$50	Meeting	Active
3/1/22	Jennie K	5/26/22	Paid		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/1/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/2/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/8/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/9/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/15/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/22/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/23/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/29/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
3/1/22	Jennie K	6/30/22	Awaiting Rental Fee		\$50	\$50	Meeting	Active
4/29/22	Analyse L	8/6/22	Paid	\$800	\$800	\$1,600	ptism Recept	Active
5/12/22	Martha C	9/24/22	Paid	\$800	\$800	\$1,600	ptism Recept	Active
3/7/22	Maria M	5/28/22	Paid	\$800	\$800	\$1,600	Wedding	Active
4/4/22	Amber R-B	5/10/22	Paid			\$0	NonProfit	Active
4/12/22	Jennifer V	5/14/22	Paid	\$800	\$800	\$1,600	3irthday Party	Active
5/3/22	Tristen L	10/1/22	Paid	\$800		\$800	NonProfit	Active
5/24/22	Brenda D	5/26/22	Paid				Memorial Servi	Active
5/25/22	Heather S	6/18/22	Paid				Memorial Servi	Active
<b>27</b>				<b>\$6,950</b>	<b>\$7,150</b>	<b>\$14,100</b>		

Lillard Hall Deposits - June 2022

Date	Name	Event Date	Description	Amount
5/18/22	Jennie K	May 2022	Rental Fee	\$300.00
5/20/22	Maria M	5/28/22	Rental Fee	\$800.00
5/20/22	Marisol T	6/4/2022	Rental Fee	\$800.00
5/31/22	Marisol S	6/11/2022	Rental Fee	\$800.00

Account Balance

As of 5/18/22

\$21,999.36

Lillard Hall Expenses - June 2022

Date	Expense	Description	Invoice #	Amount	Paid Date	Check No.
5/17/22	Jennifer V	Deposit Refund		\$800.00	5/17/22	589
5/31/22	Recology	Garbage	Acct# 2376675	\$375.22	6/6/22	591
5/30/22	WPFDP PGE & Hall Manager Reimbursement			\$906.63	6/6/22	590
6/9/22	Hall's Plumbing	Plumbing issue	25484614	\$313.00	6/10/22	594
6/14/22	Cal.Net	Hall Internet	Acct# 19098	\$60.43	6/14/22	596
6/2/22	Maria M	Deposit Refund		\$800.00	6/2/22	592
6/7/22	Marisol T	Deposit Refund		\$800.00	6/7/22	593
6/14/22	Maisol S	Deposit Refund		\$800.00	6/14/22	595

**From:** Randy Dunn <[randy@dunnvineyards.com](mailto:randy@dunnvineyards.com)>  
**Date:** June 10, 2022 at 12:03:18 PM PDT  
**To:** [dstiles@westplainfieldfire.com](mailto:dstiles@westplainfieldfire.com)  
**Subject:** 1994 model 9

Dave, as per our phone conversation, I would like to formally make an offer of \$5000 for your Model 9. This is an "as is" offer with the exception that you offered to install two new batteries, that I will separately reimburse you for. As we spoke, we live in a severe fire danger in Angwin. This truck will be a valuable asset to our protection.

Regards,  
Randy Dunn

Sent from my iPad

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**Cherie Rita**  
**Fire Chief**  
**West Plainfield FPD**  
**24901 CR 95**  
**Davis, CA 95616**  
**(530) 756-0212**  
**(530) 902-0434**



**MINUTES - STANDING COMMITTEE – LILLARD HALL**  
**June 2, 2022 @ 4:00 PM**

Held:  
Lillard Hall  
24901 County Rd 95  
Davis, CA 95616

**1) Call the Meeting to Order**

Meeting was called to order by Commissioner Amy at 4:04 pm.

Present: Commissioner Emily Amy, Chair  
Commissioner Richard Guarino  
Hall Manager Brenda Gonzalez

**2) Public Comment**

None

**3) Discussion / Action – Revisions to Hall User Agreement – Meetings**

Definition – See page 3 of the Lillard Hall Use/Rental Policies, under Application Approval. Revise item 2 to read as follows:

2. A meeting defined as an event lasting no longer than two hours, hosted by an entity, with no food or beverage service. Additional two-hour block is available for an additional fee, with manager approval.

Fees – See page 4 of the Lillard Hall Use/Rental Policies, under Rental Fee and Security Deposit. Revise Meeting Rental fee to: \$50 per 2-hour block; Security Deposit to \$200\*; and add below: \* Non-profit meeting may request a waiver on the deposit; upon approval of Hall Manager.

**4) Discussion – Paying Bills**

Per Hall Manager, Recology was shown paid on the May Manager's report under Lillard Hall Expenses: paid April 29, 2022, in the amount of \$1,135.66, check number #588. The Hall Manager indicated she has not received any Recology invoice since that one.

WiFi (CalNet) has been paid and will be shown on the June Manager's report.

Received Fire Dept reimbursement invoice Monday, will write check and coordinate with Commissioner Guarino for a signature on Friday.

Reviewed the need for Manager to submit timecards on time.

5) **Open Forum**

Commissioner Amy brought up the women's toilet in need of repair. It has not been shutting off for over a month, this is hard on both pump and septic system. Hall Manager is to schedule a plumber for the repair.

6) **Calendar**

a) **The next Lillard Hall Committee meeting to be determined as necessary**

None scheduled at this time.

7) **Adjourn**

Meeting adjourned at 4:56 PM by Commissioner Amy.

Approved \_\_\_\_\_

\_\_\_\_\_  
Commissioner Emily Amy

\_\_\_\_\_  
Finalized by Interim Clerk Rita

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# LILLARD HALL USE/RENTAL POLICIES

Applicant Name \_\_\_\_\_ Event Date \_\_\_\_\_

## USE AND RENTAL CONDITIONS

Following are the conditions for the use/rental of Lillard Hall, the surrounding lawns, and the public parking area:

1. The applicant must be at least 18 years of age.
2. If alcohol is to be served at the event the applicant must:
  - a. be at least 21 years of age and able to show current and valid identification upon request;
  - b. contract for and provide two uniformed security guards from a security company licensed by the California Department of Consumer Affairs, Bureau of Security and Investigative Services and provide a copy of the paid contract with the security firm (which contract shall include the company's state license number) to the Hall manager no later than 14 days prior to the event, or upon approval of the Application if the event date is within 14 days.; and
  - c. no later than 14 days prior to the event, or upon approval of the Application if the event date is within 14 days, provide proof of insurance and a copy of the paid security firm contract to the Hall Manager.
3. Obtain liability insurance listing WPPFD as an additional insured for the use of the venue in the minimum amount of \$1,000,000.00 against property damage, personal injury, and wrongful death (insurance). Additional Event Insurance will be required if Bouncy Houses/Carnival Rides present at event.
4. If the event will have a live band, DJ or music, the applicant must provide two uniformed security guards from a security company licensed by the California Department of Consumer Affairs, Bureau of Security and Investigative Services and provide a copy of the paid contract with the security firm (which contract shall include the company's state license number) to the Hall manager no later than 14 days prior to the event, or upon approval of the Application if the event date is within 14 days. **Security guards must remain on-site until the duration of the event. Security guards must also check-in with on-duty fire fighter upon arrival.**
5. If the applicant is neither a resident of the West Plainfield Fire Protection District (WPPFD or District) nor District personnel, at the discretion of the Hall Manager the Hall Manager may require that the applicant appear before the Board of Commissioners (Board) for approval. NOTE: The Board meets monthly, typically on the 3rd Tuesday.



## LILLARD HALL USE/RENTAL POLICIES

6. "Sub-leasing" of the Hall is not allowed (i.e., a resident of the WPPFD cannot apply for the use/rental of the Hall for another person who may be a non-district resident).
7. The applicant must attend, and personally supervise, the event and shall meet all conditions outlined herein, as appropriate to the event. Applicant must be reachable by phone at all times during the event.
8. The maximum permitted size of any group is 150.
9. The Hall may be reserved from 10:00 am to Midnight.  
  
**\*Lillard Hall premises must be vacated by Midnight on date of the event. FAILURE TO COMPLY WILL RESULT IN A FOREFEITED SECURITY DEPOSIT**
10. Events must end by midnight. All applicants must secure and lock all windows and doors and turn off the lights, heater or air conditioner prior to vacating the premises.
11. No weapons of any kind allowed on premises.
12. All alcoholic beverages must remain inside the hall. No glass beverage containers will be permitted on Lillard Hall grounds.
13. Live bands, DJs and music must cease no later than 11:00 pm.
14. At no time shall any of the building exits and door/panic hardware (push bars) be obstructed by decorations, chairs, tables or any other item in any manner whatsoever.
15. All drapery and decorations must be inherently flame retardant or treated with State Fire Marshall approved fire retardant chemicals.
16. The use of nails, screws, tacks, staples, etc. is prohibited. Cellophane tape may be used to secure decorative materials to walls and tables only and all tape must be removed after the function. Tape is not to be applied to any painted surface. The use of straw, hay and similar materials is not permitted.
17. All fire department equipment and buildings are off limits.
18. Parking on the concrete to the west of the fire station house is not permitted under any circumstances; event parking is permitted only on the graveled area directly in front of the Hall.
19. Activities that violate federal, state or local laws, codes, standards or regulations are not permitted.
20. The WPPFD reserves the right to cancel or suspend any event for just cause, including, but not limited to: the consumption of alcoholic beverages by minors, disorderly conduct, vandalism, destruction of property or the violation of any conditions contained in this Agreement.

## LILLARD HALL USE/RENTAL POLICIES

21. The WPPFD specifically reserves that right to seek recovery from the applicant for any damages to the premises, facilities, fixtures or furnishings.
22. The applicant is responsible for any damage caused during the event.
23. The WPPFD is not responsible for damage or loss of property, nor for claims arising from personal injury to, or death of, any guest of the applicant or the actions of any guest of the applicant.
24. Applicant agrees to respect and follow direction from all WPPFD staff.
25. Applicant agrees to indemnify and hold harmless the WPPFD, its officers, agents and employees from and against all loss or expense, including costs and attorney fees, by reason of liability imposed upon the WPPFD, including, but not limited to: bodily injury or death, damages to property, including loss of use thereof, arising out of or in consequence of the performance of the Agreement and these conditions, providing such injury or death to persons or damage to property is due or claimed to be due to the acts or omissions of the WPPFD, its officers, employees or agents.
26. Keys to the Hall will be supplied to the applicant as arranged by the Hall Manager.
27. The Hall Manager and one member of the Board may modify the Lillard Hall use/rental policies in specific instances as they deem appropriate.

### APPLICATION PROCESS

The applicant should consult with the Hall Manager to determine if the Hall is available for rental. The applicant can also arrange to preview the facilities for suitability and limitations.

If the Hall is available, an "Application for the Use of Lillard Hall" must then be completed and presented to the Hall Manager. The Hall Manager shall review the application and approve or deny it as outlined below.

### APPLICATION APPROVAL

The approval process depends on the type of activity, as outlined below:

1. A personal function (private party or event) hosted by a WPPFD personnel requires approval by the Hall Manager.
2. A meeting (~~typically is defined as~~ an event lasting no longer than two hours, hosted by an entity, with no food or beverage service ~~requires approval by the Hall Manager. Additional 2-hour block available for additional fee with Manager approval.~~)
3. Any other function (party or event hosted by or on behalf of an entity or a personal function hosted by a non-district resident) requires approval by the Hall Manager and one member of the Board.

# LILLARD HALL USE/RENTAL POLICIES

## RENTAL FEE AND SECURITY DEPOSIT

	<u>Rental Fee</u>	<u>Security Deposit</u>
Personal Function - WPPFD Personnel	None	\$800.00
Personal Function - WPPFD Resident	None	\$800.00
Meeting	\$50.00 <u>per 2-hour block</u>	<u>\$200.00*</u>
Other Function	\$800.00	\$800.00

\* A non-profit meeting may request a waiver on the deposit; requires approval of Hall Manager.

The security deposit must be made no later than 7 days of application approval. The rental fee must be made no later than 21 days prior to the event, or upon approval of the Application if the event date is within 21 days. If the event is within 21 days of approval, the Hall Manager may require that payment be made by money order, cash, or cashier's check.

If payment is made by check, money order or cashier's check (check), two checks shall be presented to the Hall Manager: one for the rental fee and the other for the security deposit. **Checks shall be made payable to the West Plainfield Lillard Hall Fund.**

## RETURN OF RENTAL SECURITY DEPOSIT

The applicant shall notify the Hall Manager of any cancellation as soon as possible. In order to receive a refund of the rental fee, the applicant must notify the Hall Manager of the cancellation at least 12 days prior to the scheduled event.

If the application states that alcohol will not be served and alcohol is found on the premises, and is determined to be associated with the event or anyone attending the event, the event will be immediately terminated and neither the security deposit will be returned to the applicant.

## DAMAGE AND CLEANING

Shortly after 1:00 pm the day following the event, the Hall Manager will inspect the premises. The entire security deposit will be refunded to the applicant only if the Hall Manager determines the following conditions have been met:

1. All debris has been deposited in the dumpster located in the parking area south of Lillard Hall and the lids are closed tightly.
2. All exterior grounds and parking lot were properly cleaned of debris immediately following termination of the event.
3. All decorations and materials used to affix the decorations have been properly removed.
4. All chairs and tables have been cleaned and properly restored.
5. The floors have been swept clean and wet mopped.

## LILLARD HALL USE/RENTAL POLICIES

6. The bathrooms (including the sinks, toilets and floors) have been cleaned.
7. The kitchen sinks, counters, refrigerator, range, grill and floor have been cleaned.

The Hall Manager shall notify the applicant of any deficiencies and may allow the applicant to correct the deficiencies. If the applicant fails to correct the deficiencies within a 24-hour period, the Hall Manager shall use the security deposit to correct the deficiencies.

If the Hall Manager determines that additional cleaning or repairs are required the Security Deposit will be withheld until the cleaning is complete. The cost of the cleaning or repairs will be deducted from the deposit and the balance returned to the applicant.

If the cost to bring the premises back to its original condition exceeds the deposit amount, the applicant will be billed the excess charges. The applicant shall be denied further use of the Hall. If the applicant fails to pay the additional charges the WPPFD will take legal action to secure payment.

**THE WPPFD RESERVES THE RIGHT TO CANCEL OR SUSPEND ANY EVENT FOR JUST CAUSE, INCLUDING, BUT NOT LIMITED TO: THE CONSUMPTION OF ALCOHOLIC BEVERAGES BY MINORS, DISORDERLY CONDUCT, VANDALISM, DESTRUCTION OF PROPERTY OR THE VIOLATION OF ANY CONDITIONS CONTAINED IN THIS AGREEMENT.**

**FAILURE TO MEET USE AND RENTAL POLICY WILL RESULT IN FOREFITURE OF SECURITY DEPOSIT.**

I, \_\_\_\_\_, applicant herein, have read and understand the above Lillard Hall Use/Rental Policies.

Signature \_\_\_\_\_ Date \_\_\_\_\_

# LILLARD HALL USE/RENTAL POLICIES

## CONTRACT ADDENDUM Required for all users after June 23, 2021

All users of Lillard Hall will follow any posted rules at the Hall, and the most recent guidelines set by California Department of Public Health (CDPH), the State of California and/or Yolo County. The following websites will provide the most recent guidelines and information.

**California Department of Public Health**

[www.cdph.ca.gov](http://www.cdph.ca.gov)

**State of California**

[www.covid19.ca.gov](http://www.covid19.ca.gov)

**Yolo County**

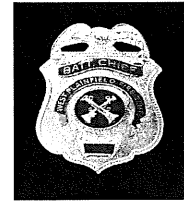
[www.yolocounty.org](http://www.yolocounty.org)

Signature \_\_\_\_\_

Date \_\_\_\_\_

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# Battalion Chief Report



Date: June 21, 2022

Eric L. Wilson, Battalion Chief

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**Calls for Service (05/13/22 – 06/16/22) 40 responses**

## Significant Responses

- 05/17/22 – Mutual Aid – Winters CR 90a – Vegetation
- 5/18/22 – HazMat – CR 98/CR27
- 5/21/22 – Mutual Aid – Vacaville – Vegetation
- 5/23/22 – Pre-Position Taskforce – Water 30
- 5/27/22 – Vehicle vs. Turkey – CR 31
- 5/30/22 – Pre-Position Task Force – Water 30
- 6/13/22 – Mutual Aid – Woodland – I-5 – Vegetation

## Weed Abatement

- All parcels in the district were inspected and 29 notices of violations were mailed out to the appropriate homeowners. Reinspection's were begun and as of June 14 there were only 5 properties that had not been cleared. Below are a list and status of the properties still out of compliance.
  - **25026 County Rd 96.** – House remains fenced off but all weeds surrounding house have been mowed, however remainder of the parcel needs to be mowed since, less the area of the structure the remaining parcel is <5 acres.

- **34545 Creeksedge Rd.** – Property still has a large amount of tall dead grasses and weeds throughout property.

Orders to abate will be going out to these properties next week.

The following properties still have issues; however, the owners have been in contact with me and I have visited the sites and had conversations with the owners/agents, and while they may still have some issues, a reasonable effort is being made and they are continuing to work on improving their fire safety.

- **DQU** - I spoke with Steve Archer, who is the primary “responsible” at the site and Caesar who is the “head of security”. They have been mowing around the buildings and have stated they intend to mow along the access road and along County Road 31. I thanked them for their efforts and let them know I would be following up on their progress.
- **25344 County Road 95** – this is the property adjacent to former Commissioner Hjerpe and South of the access driveway to Antibodies. Mr. Mauser has been in contact with me and continues to work on full compliance. The frontage to road 95 has been mowed along the berm and areas around the house have been addressed. I will continue to stay in contact to assist Mr. Mauser with his continued weed abatement requirements.
- **24321 County Rd. 96 – The Farmhouse** – I have been in contact with the manager of the Farmhouse, Tyler Gower, and while they have mitigated the issues we addressed around the main facility, the Yolo Parcel map shows that the lot to the South of the facility is theirs as well. This lot needs mowing, I will continue to work with the Farmhouse on this issue.

A concern was sent via our website regarding the property located at 26355 County Road 96. The resident was concerned about piles of debris as the owner renovates the property and dry grass. I visited the site and made contact with the concerned resident and her concerns were addressed.

## **Volunteers**

- No applications during this period.

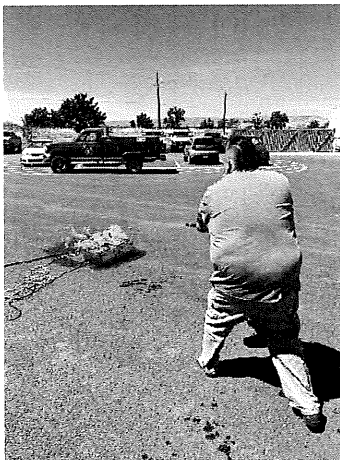


## Admin Matters

- With Lieutenant LaTours resignation Chief Rita and I have been working on starting a statewide recruitment. Postings have been made on our website, Governmentjobs.com, Western Fire Chief's Daily Dispatch, and CSFA's Fire Careers website.

## Sacred Oaks

- Monthly billing was submitted at beginning of June for our contracted monitoring service.
- Emergency Response billing was submitted for an EMS call ran at Sacred Oaks in May.
- Fire Extinguisher training, including live fire, was delivered to 24 staff members on June 8 & 9.



The West Sacramento Fire Department kindly loaned us their BullEx liquid propane fire extinguisher props and training extinguishers.

- Sacred Oaks has indicated that they are delayed further with accepting patient until probably at least September.

- Career staff will be setting up training through President McMullen on testing of Sacred Oaks Alarm systems as required by our MOA.

## **Airport**

- Nothing to report

## **Personnel**

- Anthony Brown, who interviewed for an anticipated vacancy for Fire Officer and accepted our offer for a position in the interim as a relief firefighter declined the full-time position stating that he was concerned about the salary and he could not give up health benefits at this time. He has stated he would like to come on as a Relief Firefighter, but I am skeptical about his availability.

# West Plainfield Fire Department (CA)

Davis, CA

This report was generated on 6/16/2022 9:23:56 AM

## Incident Narrative with Type for Date Range (Landscape)

Start Date: 05/13/2022 | End Date: 06/16/2022

INCIDENT #	DATE	STREET NUMBER	INCIDENT TYPE
2022-081	05/13/2022	23680	321 - EMS call, excluding vehicle accident with injury
Lt. LaTour, Larry J Lieutenant E30 NARRATIVE: E30 was dispatched for a medical aid. E30 arrived and imitated Patient care. TOC was given to AMR Paramedics. E30 was released from scene by AMR Paramedics. E30 returned to quarters.			
Lt. LaTour, Larry J Lieutenant E30 NARRATIVE: E30 was dispatched for a medical aid. E30 arrived and imitated Patient care. TOC was given to AMR Paramedics. E30 was released from scene by AMR Paramedics. E30 returned to quarters.			
2022-082	05/14/2022	24390	321 - EMS call, excluding vehicle accident with injury
Bravo, Scott Fire Captain E30 NARRATIVE: WPL was dispatched to a medical incident at the location given. See AMR PCR for patient information. All units at scene assisted AMR until released by YSO at scene for OSHA/FAA notifications and report. All units returned to quarters.			
2022-083	05/15/2022	32894	631 - Authorized controlled burning
Bravo, Scott Fire Captain E30 NARRATIVE: WPL & WNF were dispatched to a reported vegetation fire in the area of Russell and CR93. Arrived to find 8 piles of orchard pruning's in attendance. Burn was reported, made contact with Land Manager. All units were released and returned to quarters.			
2022-084	05/15/2022	24321	321 - EMS call, excluding vehicle accident with injury
Bravo, Scott Fire Captain E30 NARRATIVE: WPL was dispatched to a medical aid at the location given. No patient found. All units were released and returned to quarters.			
2022-85	05/17/2022	28306	142 - Brush or brush-and-grass mixture fire
Osborn, Dave Fire Captain B30 NARRATIVE: On the listed date/time, WPPFD responded to 28306 County Road 90a for mutual aid for Winters FD reference a vegetation fire that had burned into the Putah Creek area. B30, B330 and W230 responded at assisted with the extinguishment of an approximately 1/2 acre fire. After the fire was extinguished personnel assisted with the mop up. All WPPFD cleared and returned to quarters.			
2022-086	05/18/2022	26730	321 - EMS call, excluding vehicle accident with injury
Bravo, Scott Fire Captain E30 NARRATIVE: WPL was dispatched to a medical aid at the location given. See AMR PCR for patient information & care. All units assisted AMR and were released to quarters.			
2022-087	05/18/2022		142 - Brush or brush-and-grass mixture fire
Bravo, Scott Fire Captain E30 NARRATIVE: WPL was dispatched to a first alarm vegetation fire. Aid given to Winters Fire. All units assisted and were released to quarters.			
2022-088	05/18/2022		422 - Chemical spill or leak
Bravo, Scott Fire Captain E30 NARRATIVE: WPL, WDL, & WOF were dispatched to the intersection of County Road 98 x County Road 27. I arrived to find an approximate 15 gallon release of an unknown agricultural substance on the roadway. CHP and Yolo Enviro Health mitigated the incident and all units were released.			

Page 1

Only REVIEWED incidents included. CAD and Medical Narratives not included

The column labeled Street Number is the number part of the address, for example 123 Main Street would show 123 in this column.



emergencyreporting.com

Doc Id: 1253

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<b>2022-089</b>	05/18/2022	324 - Motor vehicle accident with no injuries.
Bravo, Scott Fire Captain E30 NARRATIVE: WPL & WNF were dispatched to a reported MVA at the intersection County Road93A x Russell Blvd. Arrived to find a single vehicle off the roadway into a ditch, no occupant in the vehicle. E30 assisted CHP with scene clean up and traffic control. All units were released and returned to quarters.		
<b>2022-090</b>	05/18/2022	324 - Motor vehicle accident with no injuries.
Bravo, Scott Fire Captain E30 NARRATIVE: WPL & WNF were dispatched to the area of County Road 29A for a reported MVA into a ditch. Arrived to find a single pickup truck on it's side in a ditch. No occupants found at scene or the area. This was an auto aid assist to Winters Fire, see their report for further. All units were released by CHP at scene.		
<b>2022-091</b>	05/20/2022	140 - Natural vegetation fire, other
Bravo, Scott Fire Captain B30 NARRATIVE: WPL was dispatched to a Vegetation Fire in the area of Three Palms Nursery. While en route, a rapidly building column of smoke was visible and I ordered the pre-positioned Task Force 4725TF to the scene. I arrived to find approximately 1/4 acre of light flashy fuels with a moderate ROS, into some heavier vegetation just above the creek. B330 and myself were able to contain the fire to 1/2 acre total. We used the balance of the assignment for heavy mop up in the interior fire due to heavy north winds. The property is in our DPA, but the property itself and the area burned belongs to the University of California, Davis. UCD Fire is handling the origin and cause, as well as notification to the UC Fire Marshal. All units were released and returned to quarters.		
<b>2022-092</b>	05/21/2022	143 - Grass fire
Bravo, Scott Fire Captain B30 NARRATIVE: I received a phone in report of a vegetation fire at the Crees Residence on County Road 95. B30 arrived to find 3 separate spots on fire in the middle of a freshly cut field. B30 and B330 were quickly able to contain the spots to approximately 4 foot diameters. The spots had a scratch line placed around them for and doused continuously to ensure extinguishment. I talked to the property owner and he stated that he and his son were riding dirt bikes in a counter clockwise direction around the property. The adults bike did not have a spark arrestor on the exhaust pipe, the smaller child's bike did. It was determined that the adults bike was the most likely cause of the fires, it did not have a spark arrestor, and Mr. Crees stated that was the area they were riding in.		
<b>2022-093</b>	05/21/2022	321 - EMS call, excluding vehicle accident with injury
Bravo, Scott Fire Captain E30 NARRATIVE: WPL & WNF were dispatched to MDS for a medical aid, aid given to MDS. Units assisted and returned to quarters.		
<b>2022-094</b>	05/21/2022	141 - Forest, woods or wildland fire
Bravo, Scott Fire Captain W30 NARRATIVE: WPL was requested for an engine and water tender to LNU for a vegetation fire in Quail Valley, Vacaville. W30 was assigned to Division Tango. W30 was released and returned to quarters. CALNU2022-0008564 "Quail" E-21 was assigned by CAL FIRE St. Helena ECC.		
<b>2022-096</b>	05/23/2022	900 - Special type of incident, other
Fish, Patrick Fire Captain W30 NARRATIVE: W30 was assigned to CA-XYO-000002, OES Preposition Task Force 4276.		
<b>2022-098</b>	05/24/2022	571 - Cover assignment, standby, moveup
Bravo, Scott Fire Captain 3032 NARRATIVE: Staffing recall authorized by Chief Rita behind incident 22-097		
<b>2022-099</b>	05/25/2022	321 - EMS call, excluding vehicle accident with injury

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Only REVIEWED incidents included. CAD and Medical Narratives not included  
The column labeled Street Number is the number part of the address, for example 123 Main Street would show 123 in this column.

Bravo, Scott Fire Captain B30 NARRATIVE: WPL & WNF were dispatched to a medical aid in WNF's area. Aid given to WNF, see WNF report for further.

**2022-100** 05/26/2022 26230 143 - Grass fire

Fish, Patrick Fire Captain 3034 NARRATIVE: Contacted responsible party and property owner Fred Hsu. Fred advised he lit a burn pile around 12:30pm. There was a logged control burn called at this location at 10:58am. Fred advised that the burn pile was extinguished and he did not know how the fire spread. Winds were approx. 10mph from the WSW at the time the fire was contained. I advised him that given the fuel surrounding his control burn location it was not safe to burn. I further advised that he needed to extinguish his burn piles completely before leaving them unattended in the future.

Bravo, Scott Fire Captain B30 NARRATIVE: WPL was dispatched to a vegetation fire at the location given. I arrived to find approximately 1/4 acre of light flashy fuels, slow ROS moving north. B30 anchored in and started a mobile attack on the right flank, rounded the head, and came down the left flank. We tied into B330 and then went to work on the piles of grass clippings, fence posts, and pieces of lumber that were on fire.

All units remained on scene and extinguished the original burn pile, as well as any perimeter and interior smokes on the incident. All units were released and returned to quarters.

**2022-101** 05/27/2022 35485 553 - Public service

Bravo, Scott Fire Captain B30 NARRATIVE: I on viewed a turkey vs Ford that destroyed the drivers side window and mirror. All occupants denied injury. Party stated he was driving from Santa Rosa to Granite Bay. I advised the driver that he was no longer "street legal" and that he should call for a ride in Davis and not risk any further damage or potential injury with no side mirror. All units cleared and returned to quarters.

**2022-103** 05/30/2022 324 - Motor vehicle accident with no injuries.

Onhorn, Dave Fire Captain E30 NARRATIVE: On the listed date/time, WPF, WOFD, CHP and County EMS responded to a call of an unknown injury traffic accident on County Road 27 west of County Road 93. Upon arrival, I observed a grey Chrysler Sebring in a ditch on the south side of the roadway.

I searched the vehicle and the surrounding area of any involved parties and none were found. I cancelled all incoming units with the exception of CHP. CHP arrived and took over the scene. I cleared and returned to quarters.

**2022-104** 05/30/2022 24901 900 - Special type of incident, other

Fish, Patrick Fire Captain NARRATIVE: WPL W30 was part of OES Preposition Task Force 4277.

**2022-105** 05/30/2022 324 - Motor vehicle accident with no injuries.

LaTour, Larry J Lieutenant E30 NARRATIVE: E30 was dispatched for a single vehicle accident. E30 arrived to find a single vehicle in a ditch. E30 began gathering vehicle info and traffic control. E30 was released from scene once CHP arrived and took over command. E30 returned to quarters.

Lt. La Tour.

**2022-106** 06/01/2022 25170 321 - EMS call, excluding vehicle accident with injury

Bravo, Scott Fire Captain E30 NARRATIVE: WPL was dispatched to a medical aid at the location given. See AMR PCR for patient information. E30 assisted AMR and all units were released and returned to quarters.

**2022-107** 06/02/2022 33250 652 - Steam, vapor, fog or dust thought to be smoke

Bravo, Scott Fire Captain B30 NARRATIVE: WPL was dispatched to a vegetation fire in the area of the location given. It was determined to be a tractor plowing a field, no fires in the area. All units were released and returned to quarters.

**2022-108** 06/02/2022 121 611 - Dispatched & cancelled en route

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Only REVIEWED incidents included. CAD and Medical Narratives not included  
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Bravo, Scott Fire Captain E30 NARRATIVE: WNF started WPL for a second medical aid in the City of Winters. E30 was cancelled prior to arrival, all units returned to quarters.	
<b>2022-109</b>	06/02/2022 27110 321 - EMS call, excluding vehicle accident with injury
Bravo, Scott Fire Captain E30 NARRATIVE: WNF & WPL were dispatched to a medical aid at the location given, aid given to WNF, see their report for further. All units assisted and released to return to quarters.	
<b>2022-110</b>	06/02/2022 23151 140 - Natural vegetation fire, other
Bravo, Scott Fire Captain W30 NARRATIVE: W30 was requested to the scene of a vegetation fire that involved a railroad trestle. W30 remained at scene until released by WDL. Mutual Aid Given to WDL, see WDL report for further.	
<b>2022-111</b>	06/04/2022 34911 651 - Smoke scare, odor of smoke
Osborn, Dave Fire Captain E30 NARRATIVE: On the listed date/time, WPPFD responded to the area of County Road 95 and County Road 29 reference a call of a possible grass fire. Upon arrival, I saw three large burn piles on the Southwest corner of the intersection. The resident at 34911 County Road 29 had logged his controlled burn and was actively monitoring the fire. Even though the burn piles were rather large the fire appeared to be contained and under control. I spoke with the Resident, Fo and advised him to limit the size of his burn piles in the future.	
ALLWPPFD units cleared and returned to quarters.	
<b>2022-112</b>	06/08/2022 33100 553 - Public service
Bravo, Scott Fire Captain E30 NARRATIVE: Annual Fire Extinguisher Training. BC Wilson provided classroom & practical instruction on the proper use of fire extinguishers.	
<b>2022-114</b>	06/09/2022 33100 553 - Public service
Osborn, Dave Fire Captain E30 NARRATIVE: On 06-09-2022 at 0945 hours, BC Wilson and I conducted fire extinguisher training at Sacred Oaks Community Center	
<b>2022-120</b>	06/13/2022 140 - Natural vegetation fire, other
Bravo, Scott Fire Captain B30 NARRATIVE: Assigned to the "B" incident as an in county task force. Aid given to Woodland, see their report for further.	
<b>2022-121</b>	06/14/2022 20757 143 - Grass fire
Bravo, Scott Fire Captain B30 NARRATIVE: WPL was requested for a vegetation fire in the location of the area given. B30 & B330 were cancelled ENR by WOF. Aid given to WOF, see their report for further.	

Only REVIEWED incidents included. CAD and Medical Narratives not included  
 The column labeled Street Number is the number part of the address, for example 123 Main Street would show 123 in this column.



## West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

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June 21, 2022

Auditor-Controller  
625 Court Street  
Woodland, CA 95695

This letter is to inform you that the West Plainfield Fire Protection District's Board of Commissioners has approved for payment the bills listed below:

Cal Fire	5,460.00
ATT (CalNet)	43.79
Interstate Oil Company	1,769.52
LEAF	231.81
PGE	1,085.84
Pisani's	342.97
Quill	3.65
Recology	375.22
Silke Communications	240.86
Sterling May Equipment Company	181.77
US Bank	648.94
Wizix	20.65

Total: \$10,405.02





driver can access, so can we. Otherwise, as was known, we need to get permission.

Commissioner Yeager told the Board he had talked with many people, who were concerned about tall grasses and mitigation: mowing versus discing. Commissioner Yeager conceded that most homeowners don't have equipment for discing and that mowing was currently the best method for removal and in line with our current Weed Abatement Program.

**i. Discussion / Action – 2023 Mailing (BC Wilson)**

Costs for the two options (postcard vs letter) were discussed.

Postcard: \$193, this year.

Letter: direct minimums were high (usually around 500) and we do not have that many; the two options researched were Postalytics, whose price was estimated to be about \$430; the Post Office, \$476.

BC Wilson indicated we had been getting response from the post card and believes that those that are going to comply will and those that are not, whether they get a Post Card or a letter. For those that need a bit more guidance, when we send the Notice of Abatement, we have been enclosing a copy of the Chief's Letter, with the guidelines, and our Burn pamphlet.

Chief Rita pointed out that we are many years into the Program. Residents are aware of the program and at this point sending a post card versus a letter does not make much difference with respect to compliance. Additionally, anywhere we can save time and money is always a good thing.

By consensus, it was agreed to use the post card mailing for next year's Weed Abatement Program kick-off.

**b. Update – Yolo County Fire Sustainability Committee (AC Stiles)**

AC Stiles was not present. Chief Rita provided the following update:

- There has been no recent meeting.
- AC Stiles has been informed there will be no additional funds disbursed this fiscal year and the Districts continue to push for the remaining funds to be rolled over and added to next fiscal year for allocation among the Districts.
- AC Stiles has been informed the County has signed a contract with SCI for the 218 study. A kick-off meeting is currently scheduled for May 23, 2022, for the Fire Sustainability Committee to meet with SCI representatives.

**4. Lillard Hall**

**a. Manager Report (Hall Manager Gonzalez)**

The Hall Manager presented her report. She reported she had received information that the two events in May appear to have gone well.

**5. New Business**

**a. Discussion / Action - Volunteer Applications (BC Wilson)**

None.

**b. Discussion / Action – Commissioner Hjerpe Retirement / Recognition**

BC Wilson reported he had jumped the gun a bit and ordered a plaque for Commissioner Hjerpe. He shared a copy of the plaque at the meeting. The Board was generally happy with the wording and approved that purchase for presentation to Commissioner Hjerpe.

President McMullen mentioned that the Fire Protection should be in any future commendations.

Motion: Approve prior purchase of plaque recognizing Commissioner Hjerpe's years of service

By: Amy

Second: Yeager

Discussion: None

Vote (roll call): Yeager – Aye

Guarino – Aye

Amy – Aye

McMullen – Aye

Commissioner Yeager asked whether we had also recognized Commissioner Beoshanz's service in any way. After discussion, it was determined that we had not, but the Board of Supervisors had. Hall Manager Gonzalez (the Board Clerk at the time) confirmed that we had not, as Commissioner Beoshanz's retirement had occurred during the height of COVID when everyone was having virtual meetings.

President McMullen asked Interim Clerk Rita if it would appropriate to hold a discussion and possible vote about recognizing Commissioner Beoshanz's years of service with a plaque. She indicated that it met the two criteria for proceeding, provided everyone agreed: (1) it was not known at the time of posting the agent (it was not) and (2) it could not wait (Interim Clerk Rita felt it met this criteria because otherwise it might cause some hardship in the event Commissioner Beoshanz heard about it and was upset he had also not been recognized for his many, many years of service).

President McMullen revisited the issue of "West Plainfield Fire Department" versus "West Plainfield Fire Protection District." Consensus was to change

the wording for the plaque for Commissioner Beoshanz to reference of to the District.

Motion: Directing BC Wilson to order a similar plaque recognizing Commissioner Beoshanz, changing reference from Fire Department to Fire District

By: Yeager

Second: Guarino

Discussion: None

Vote (roll call): Yeager – Aye  
Guarino – Aye  
Amy – Aye  
McMullen – Aye

**c. Discussion / Action – Approve Joint Operations Agreement with Willow Oak Fire Protection District, as revised, and Authorize Signature (Chief Rita)**

Chief Rita informed the Board that County Counsel and YCPARMIA had both signed off on the wording, as revised, of the Agreement and asked that the Board authorize its signature, by the Fire Chief. President McMullen asked if anyone had any concerns or questions. Commissioner Yeager again expressed concern that Item 2B of the Agreement could result in our District providing more aid to Willow Oak District. Discussion was held regarding that issue among the Board members and Fire Chief Rita again assured the Board that that was not the case.

Motion: Approve and accept the Joint Operations Agreement with Willow Oak Fire Protection District, as revised, and authorizing Chief Rita to sign on behalf of West Plainfield Fire Protection District

By: Amy

Second: Yeager

Discussion: None

Vote (roll call): Yeager – Aye  
Guarino – Aye  
Amy – Aye  
McMullen – Aye

**d. Discussion / Action – Holiday Leave – Paid Out Monthly (as adopted) vs Allowed to Accrue with Vacation Leave**

Chief Rita reported that career staff had requested that the Board consider authorizing Holiday Pay be added to accrued Vacation Leave, which is what they remembered having been discussed in the Committee meeting but was not as presented to the full Board. The Board had been presented with changes in Holiday leave resulting in set equal Holiday allocation among the full-time career staff, paid out in equal amounts each month. Chief Rita indicated that her notes were, unfortunately, not clear about it. President

McMullen directed that this matter go back to committee for resolution and a committee recommendation for the full Board.

**e. Discussion / Action – Standing Committees – Reports**

**i. Budget and Benefits Committee – Yeager, Guarino**

No meeting; no report.

**ii. Personnel Committee – Vacant, Yeager**

No meeting; no report. President McMullen appointed Commissioner Amy to the vacant chair position on the committee.

**iii. District Funding and Development Committee - Guarino, Amy**

No meeting; no report.

**iv. Lillard Hall Committee – Amy, Vacant**

**1. Discussion / Action – Approve May 12, 2022 minutes (Commissioner Amy)**

Motion: Approve May 12, 2022, minutes as presented.  
By: Amy  
Second: Guarino  
Discussion: None  
Vote (roll call): Yeager – Aye  
Guarino – Aye  
Amy – Aye  
McMullen – Aye

President McMullen appointed Commissioner Guarino to the vacant spot on the committee.

**2. Discussion / Action – Alter Hall Agreement language to set the Meeting rate for a 2-hour block at \$50 and add an option to reserve an additional 2-hour Meeting block for an additional \$50 fee if approved by the Hall Manager (Commissioner Amy)**

Commissioner Amy discussed how the committee came to the recommended action. After much discussion of different possible options, President McMullen sent the item back to committee.

**f. Discussion / Action – Ad Hoc Committee Reports**

**i. LAFCO – Guarino, Yeager**

A meeting to review the draft LAFCO report as it relates to West Plainfield Fire Protection District is currently scheduled. The committee members should have already received a copy of the draft. Chief Rita said she would then send any revisions to LAFCO. LAFCO is expected to try to bring the entire final MSA document to the LAFCO board before the end of June.

**ii. Solar – Guarino, Vacant**

President McMullen asked if this committee could be dissolved. Chief Rita asked that it remain as she was just waiting for a few more proposals, hopefully with funding options, and would want to review them in the hope the District can switch to solar and save funds.

President McMullen concurred and appointed himself to fill the vacant position on the committee, for now.

**iii. Inspection Fees – Yeager, Amy**

**1. Discussion / Action – Approve May 3, 2022 minutes (Commissioner Amy)**

Motion: Approve May 3, 2022, minutes as presented.  
By: Amy  
Second: Guarino  
Discussion: None  
Vote (roll call): Yeager – Aye  
Guarino – Aye  
Amy – Aye  
McMullen – Aye

**2. Discussion / Action – Review Committee recommendation to charge \$150 on re-inspection and determine how to proceed (Commissioner Amy)**

Chair Amy recapped the meeting. After some discussion and thoughts regarding alternative proposals, President McMullen sent this item back to committee. In the meantime, staff should research the process necessary to adopt fees for inspection and/or re-inspection.

**g. Discussion / Action – Liaison Reports**

**i. Fire Prevention / Investigation – McMullen**

Nothing to report.

**ii. Training – Yeager**

Nothing to report.

**iii. Large Equipment / Facilities – McMullen**

Nothing to report.

**iv. IHS – McMullen**

BC Wilson is working to obtain training for our new career staff so we can perform the inspections we are required to do for Sacred Oaks. Sacred Oaks is now expected to start receiving residents on June 27, 2022. The Department will also be providing fire extinguisher training to the Sacred Oaks staff.

**6. Fire Chief’s Report (Chief Rita)**

Chief Rita reported that the Fire Department had been the subject of an OSHA inspection. Someone filed an anonymous complaint regarding diesel exhaust exposure. The OSHA representatives did not find any harmful levels in any of their tests: inside the station, in the bay, surrounding the outside of the station. As is their usual practice, they also inspected various other items. It appears we will be receiving records requests and at least two citations. Items noted potentially to be deficient and/or citable: (a) no clear access to the electrical panel, (b) no current permits for the compressor, (c) no current OSHA postings. Otherwise, Chief Rita had nothing to report that had not already been reported on elsewhere during the meeting.

**7. Battalion Chief’s Report (BC Wilson)**

Nothing to add to written report provided in the Board packet.

**8. Fire Fighter’s Association Report (Jon Lee)**

The Association has the beer booth at the Yolo County Fair this year, in August.

**9. Clerk’s Report (Interim Clerk Rita)**

Interim Clerk Rita reported that she had not yet posted the job for Board Clerk. Interim Clerk Rita asked the Board if setting up recurring payments for some of the District’s bills was acceptable to the Board. After some discussion, the Board agreed by consensus, that setting up the following for auto-, recurring payments was acceptable and preferable to continuing to pay late fees and charges:



- i. AT&T - First Net
- ii. AT&T – CalNet
- iii. Clark Pest
- iv. LEAF
- v. PG&E
- vi. Recology
- vii. Wizix

**b. Discussion / Action – West Plainfield Fire Protection District Bill Review / Approval**

Motion: Approve payment of bills totaling \$4,781.79.  
By: Yeager  
Second: Guarino  
Discussion: None  
Vote (roll call): Yeager – Aye  
Guarino – Aye  
Amy – Aye  
McMullen – Aye

**c. Approval of April 19, 2022 Board Meeting Minutes (Interim Clerk Rita)**

Motion: Approve the April 19, 2022, minutes as presented.  
By: Guarino  
Second: Yeager  
Discussion: None  
Vote (roll call): Yeager – Aye  
Guarino – Aye  
Amy – Aye  
McMullen – Aye

**10. Open Forum**

President McMullen requested a moment of silence for the passing of retired Assistant Chief Mike Smith. Nothing else under *Open Forum*.

**11. Next regular Board meeting on June 21, 2022, unless another date is agreed upon**

Next meeting confirmed for June 21, 2022, in person.

**12. Meeting Adjourned (President McMullen)**

Motion: Adjourn Meeting  
By: Richard Guarino  
Second: Jim Yeager  
Discussion: None

Vote (roll call): McMullen – Aye  
Yeager – Aye  
Guarino – Aye  
Amy – Aye

Meeting adjourned at 2042 hours.

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
President McMullen

\_\_\_\_\_  
Interim Board Clerk Rita