

West Plainfield Fire Protection District

24901 Road 95, Davis, California 95616 • (530) 756-0212

Minutes – July 18, 2017 West Plainfield Fire Protection District Board of Commissioners

1. CALL TO ORDER

The meeting was called to order at 7:00 pm by President McMullen. Present were:

Commissioners: Commissioners Beoshanz, Yeager, McMullen and Guarino.
Commissioner Hjerpe arrived at 7:35 pm
Staff: Chief Cherie Rita and Assistant Chief Bill Heins
Absent: None
Guests: Volunteer Association President Patrick Fish

2. PUBLIC COMMENT

No Public Comment

3. Lillard Hall

a. Lillard Hall Business

The asphalt project will begin on Monday 7/24. Staff stated there should be no impact on Fire Department Operations.

b. Lillard Hall Report

The report was included in the board packets. No comments from the board.

c. Lillard Hall Committee Report (Ad Hoc) (Hjerpe & Gaurino)

No meeting and no report.

4. FINANCIALS

a. Approve Payment of Bills

Motion by: Commissioner Beoshanz

2nd: Commissioner Yeager

To approve payment of all bills totaling \$13,387.26.

Passed: Unanimously

b. Deposits

Deposits totaling \$1,816.73. There was a discussion as to the nature of the deposits and staff explained they were wage loss payments from our worker's comp insurance for an on-duty injury.

c. Financial Reports

Staff explained that July 1st began a new fiscal year and that the 2016/17 budget cycle has not yet closed so there were no reports to be run.

No action needed.

5. NEW BUSINESS

None

6. **OLD BUSINESS**

None

7. **CHIEF'S REPORT**

- Retired Chief Barry Burns has been appointed to the Ag Commission Task Force on Cannabis grows in Yolo County. Chief Rita informed the board that currently there are 100 permitted grows and an identified 800 grows that are not permitted. The Chief stated the Task force would inform the West Plainfield Fire Dept. if there are any grows, either permitted or un-permitted, identified within our district boarders. The Chief stated she would inform the board should any grows be identified.
- Chief Rita stated that the Training Consortium still does not have a JPA and there is still no timeline for developing one. She is monitoring this and will bring to back to the board when it is presented.
- The Chief informed the board that during the recent Yolo County Chief's meeting West Sac Fire asked if any departments were interested their old hose testing machine. Chief Rita expressed interest and the hose tester was presented to the West Plainfield Fire Department. She said the tester is in excellent condition and would aid members in completing mandatory hose testing.

8. **Assistant CHIEF'S REPORT**

- AC Heins explained that due to a long-term duty injury the daily work schedule has been modified to make it easier to fill days and shift schedules. This will be continued until the member returns to full duty.
- AC Heins stated that Engine 30 had returned to service after finding an engine water pump leak. During the repair, they found that there was a problem with the air conditioning system that will need to be addressed. At this time, the engine is in service and Chief Heins is working with Assistant Chief Stiles to find a local vendor to assess and make repairs.
- Engine 230 was sold at auction and we will be receiving a check from the auction company. They will be presenting a check on Wednesday 7/19 at 2:00 pm. He will be reporting the total at the next meeting.
- AC Heins explained that the Trainee Firefighter program revisions are almost complete and will be incorporated into a binder and also into Target Solutions for tracking purposes. It was suggested that a welcome letter from the board be included into the binder. AC Heins said he would put something together for approval by the board for inclusion in the binder.
- The south apparatus bay door was reported as needing repair and AC Heins will be getting a quote for repair.

9. **VOLUNTEER ACTIVITIES REPORT**

President Fish updated the board on the progress on the new Brush 30. He said that the chassis should be delivered soon and that most of the other large components were already here. He said the volunteers are looking forward to beginning work.

10. **COMMITTEE REPORTS**

a. **Standing Committees**

- i. **Benefits Committee** (Hjerpe/Guarino)
No meeting, no report
- ii. **Budget Committee** – (Yeager/Hjerpe)
No meeting no report
- iii. **Personnel Committee Report** – (Hjerpe/Guarino)
No meeting no report
- iv. **Extended Coverage/Resident Firefighter Committee Report** – (Yeager/Beoshanz)
Commissioner Yeager reported that he, Commissioner Beoshanz and AC Heins visited Willow Oak’s new station. He stated that while it is very nice, it is, by their admission smaller than they would like and struggles to meet their current needs. Their advice is to be sure to look at future needs and try to project far enough to allow for changes in operations, staffing and facility needs. There was a discussion regarding whether to remodel the existing station or place a modular home on site for the program. This question was sent back to the committee. They were directed to revisit the discussion and to come back to the commission with a recommendation to the board.

b. **Ad Hoc Committees**

- i. **Policy Review** (Beoshanz/Guarino)
No meeting no report
- ii. **Animal Rescue Committee** (McMullen/Yeager)
Commissioner McMullen reported that there is an expert, from England, who is an expert in the field. He is interested in assisting in any way he can. He will be invited to our next meeting so that we can utilize his expertise.
- iii. **Mutual Aid Committee** (Yeager/Guarino)
Gathering information, no meeting no report.

11. **BUREAU OF INDIAN HEALTH SERVICES (BIHS) LIASION REPORT**

Commissioner McMullen reported that the project is progressing. The plans have been changed from their project in southern California and they have agreed to follow state and local building and fire codes. They are still pursuing funding for the project, but expect to begin construction sometime around June of 2018. With 70 employees and 32 patient beds he feels that this will have a significant impact on our district both as a facility as well as traffic. He told the commissioners he feels we should pursue an offset from the impact by additional staffing, funding, equipment or a combination of them all. He will continue to keep the board updated on the progress and will call for assistance when the project moves to that point. The name of the complex is Sacred Oaks Regional Youth Treatment Center.

12. **TRAINING LIASION REPORT**

Nothing to report.

13. **FIRE PREVENTION LIAISON REPORT**

- AC Heins informed the board about the differences between a conventionally constructed dwelling and a modular home. For conventional construction, the building and fire codes govern the plans and construction. For Modular construction, the buildings are governed by the Department of Housing, Division of Codes and Standards, and are certified by them using their stamps and seals.
- AC Heins will be presenting a proposal for modification of the Weed Abatement

program at an upcoming meeting. He said the current process was complex and could be streamlined.

14. **MAJOR EQUIPMENT REPAIR LIASION REPORT**

- Engine 30 has been repaired and returned to service.
- The south bay door is starting to bend at the top and will require service. AC Heins will contact the door company for a repair and also a quote for permanent repair.

15. **CONSENT CALENDAR**

Motion by: Commissioner Yeager
2nd: Commissioner Beoshanz

Discussion: Commissioner McMullen asked to pull item c.

To adopt the Consent Calendar items 15a, b, d & e

Passed: Unanimously

c. **Personnel Response and Duty Shifts**

Commissioner McMullen noted that it appears we are no longer reporting duty shift hours by members who live outside of the district and are required to spend time at the station as part of their obligation. AC Heins explained that this month's data is inaccurate because the system of tracking we originally used has been modified and the hours were reported inaccurately. For the coming reports, these numbers should better reflect members performing duty shifts. As additional discussion AC Heins reminded the commissioners that one of the reasons the duty shifts were required was because we were paying per person for our worker's comp insurance. Chief Rita pointed out that there are only a few members that live outside of the district. AC Heins stated the benefit that these members bring with their training and experience offset their low numbers of duty shifts.

Motion by: Commissioner Yeager
2nd: Commissioner Beoshanz

To approve items 15c.

Passed: Unanimously

16. **MINUTES**

- a. Approval of June 20, 2017 Board Meeting Minutes

Several corrections/typos were mentioned for correction.

Motion by: Commissioner Yeager
2nd: Commissioner Hjerpe

To approve the minutes of June 20, 2017 with corrections.

Passed

17. CLERK'S REPORT

Noting to report.

18. OPEN FORM

Nothing for Open Forum.

19. CALENDAR

The next Board of Commissioners meeting was confirmed for August 15, 2017 at 7:00pm.


Secretary Grafton stated she could not make that meeting date.


Motion by: Commissioner Beoshanz
2nd: Commissioner Hjerpe

To adjourn.

Passed: Unanimously

Meeting adjourned at 8:35pm.


Chairman


Clerk