



West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

BOARD OF COMMISSIONERS – REGULAR MEETING MAY 16, 2023 at 7:00 PM

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

To be Held by Zoom: <https://us06web.zoom.us/j/98831083439>

One tap mobile – +16699006833,98831083439#

Dial by your location – (669) 900-6833 US (San Jose)

Meeting ID: 988 3108 3439

1. Call the Meeting to Order and Establish Quorum (President McMullen)
2. Public Comment
3. Old Business
 - a. Update – Weed Abatement (Chief Rita)
 - b. Update – Yolo County Fire Sustainability Committee (AC Stiles)
4. Lillard Hall
 - a. Manager Report (Hall Manager Sykes)
5. New Business
 - a. Discussion / Action – Volunteer Applications (Chief Rita)
 - b. Discussion / Action – Standing Committees – Reports
 - i. Personnel Committee – **Amy**, Yeager
 - ii. District Funding and Development Committee – **Yeager**, Stiles
 1. Discussion / Action – Adopt Resolution 23-03 - A Resolution Adopting Proposition 218 Assessment Ballot Proceedings Procedures
 2. Discussion / Action – Adopt Resolution 23-04 - A Resolution Initiating Proceedings, Providing Intention to Levy Assessments, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing, and the Mailing of Assessment Ballots for the West Plainfield Fire Protection District, Fire Protection and Emergency Response Services Assessment
 - iii. Lillard Hall Committee – **Amy**, Roos
 1. Approval of April 27, 2023, Committee Meeting Minutes
 2. Discussion / Action – Draft Lease – Common Grounds – and Next Steps

- iv. Budget and Benefits Committee – **Stiles**, Roos
 - 1. Discussion / Action – Approve Raise for Relief Firefighters to \$18.00 per Hour (to begin first full pay period in July 2023)
- c. Discussion / Action – Ad Hoc Committees – Reports
 - i. LAFCO – **Yeager**, Roos
 - ii. Solar – **Stiles**, Roos
- d. Discussion / Action – Liaison Reports
 - i. Fire Prevention / Investigation – McMullen
 - ii. Training – Yeager
 - iii. Large Equipment / Facilities – McMullen
- e. Discussion / Action – Policies and Procedures Updates (Chief Rita)
 - i. Policy 200 - Organizational Structure (new)
 - ii. Policy 208 - Minimum Staffing Levels (new and replaces 410.01)
 - iii. Policy 213 - Physical Asset Management (new)
 - iv. Policy 214 - Purchasing and Procurement (new)
 - v. Policy 301 - Emergency Response (replaces 510 and portions of 615)
 - vi. Policy 306 - Response Time Standards (new)
 - vii. Policy 700 - Use of Department-Owned and Personal Property (new)
 - viii. Policy 701 - Personal Communication Devices (new)
 - ix. Policy 703 - Use of Department Vehicles (new)
 - x. Policy 710 - Non-Official Use of Department Property (new)
 - xi. Policy 914 - Personal Protective Equipment (new)
 - xii. Procedure 200 - Physical Asset Management (new)
 - xiii. Procedure 202 - Purchasing and Procurement (new)
- 6. Fire Chief's Report (Chief Rita)
- 7. Fire Fighter's Association Report (President Jon Lee)
- 8. Clerk's Report
 - a. Discussion / Action – West Plainfield Fire Protection District Bill Review / Approval
 - b. Approval of April 18, 2023, Regular Board Meeting Minutes
- 9. Open Forum
- 10. Next regular Board meeting on June 20, 2023, unless another date is agreed upon
- 11. Meeting Adjourned (President McMullen)