



West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

BOARD OF COMMISSIONERS – REGULAR MEETING SEPTEMBER 19, 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 (President Jon Lee)
 - 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 (AC Stiles)
 - b. Discussion / Action – Sale or Trade-In and Purchase of Apparatus (AC Stiles)
 - i. Purchase 2005 Westates Freightliner Quick Attack (Grass) (to Replace W230) for \$149,000.00 (plus applicable taxes)
 - ii. Sell (or Trade-In) W230 for No Less Than \$174,000.00 (less pump test cost if traded in)
 - c. Discussion / Action – Review Quotes and Award / Authorize Work (AC Stiles)
 - i. Door Replacement – Office and Day Room into Apparatus Bay
 - ii. Flooring Replacement – Office, Kitchen, Day Room / Sleeping Quarters, Sleeping Quarters, Bathroom
 - iii. Interior Painting and Drywall Repair - Office, Kitchen, Day Room / Sleeping Quarters, Bedroom, Bathroom, Including Doors
 - d. Discussion / Action – Standing Committees – Reports
 - i. Personnel Committee – **Amy**, Yeager
 - ii. District Funding and Development Committee – **Yeager**, Stiles

- iii. Lillard Hall Committee – **Amy**, Roos
 1. Approve August 17, 2023, Minutes
 2. Approve September 6, 2023, Minutes
 3. Discussion / Action – Approve Opening a Separate, New Bank Account to Hold Lillard Hall Rental / Lease Deposits
 4. Discussion / Action – Approve Changes to Lillard Hall Use/Rental Policies *Rental Fee and Security Deposit* Section
- iv. Budget and Benefits Committee – **Stiles**, Roos
- e. Discussion / Action – Ad Hoc Committees – Reports
 - i. LAFCO – **Yeager**, Roos
 - ii. Solar – **Stiles**, Roos
- f. Discussion / Action – Liaison Reports
 - i. Fire Prevention / Investigation – McMullen
 - ii. Training – Yeager
 - iii. Large Equipment / Facilities – McMullen
6. Discussion / Action – Approve Policy and Procedure Updates (AC Stiles)
 - a. Policy 213 – Asset Management
 - b. Policy 214 – Purchasing and Procurement
 - c. Policy 1002 – Assignments and Promotions
 - d. Policy 1003 – Position Descriptions
 - e. Procedure 200 – Physical Asset Management
 - f. Procedure 202 – Purchasing and Procurement
7. Discussion / Action – Approve Policy and Procedures (AC Stiles)
 - a. Policy 204 – California Fair Political Practices Commission Filings
 - b. Policy 212 – Purchase Card
 - c. Policy 1001 – Performance Evaluations
 - d. Procedure 1000 – Personnel Evaluations
8. Fire Chief’s Report (AC Stiles)
9. Fire Fighter’s Association Report (President Jon Lee)
10. Clerk’s Report (Board Clerk Hall)
 - a. Discussion / Action – West Plainfield Fire Protection District Bill Review / Approval
 - b. Discussion / Action - Approval of August 15, 2023, Regular Board Meeting Minutes

Agenda – Board Meeting – Regular

September 19, 2023

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c. Discussion / Action – Approval of August 30, 2023, Special Board meeting Minutes

11. Open Forum

12. Next regular Board meeting on October 17, 2023, unless another date is agreed upon

13. Meeting Adjourned (President McMullen)