

West Plainfield Fire Protection District

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

Minutes – January 19, 2016 West Plainfield Fire Protection District Board of Commissioners

1. CALL TO ORDER

The meeting was called to order at 7:00 pm by Chair Beoshanz. Present were:

Commissioners: Commissioners Beoshanz, Yeager and Guarino
Absent: Commissioners Hjerpe and McMullen
Staff: Chief Cherie Rita, Battalion Chief Bill Heins

2. PUBLIC COMMENT

None

3. FINANCIALS

a. Approve Payment of Bills

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To approve payment of all bills totaling \$2,223.37.

Passed: Unanimously

- b. Trial Balance
- c. Departmental Budget Status Report
- d. Departmental Revenue Status Report

No financials received from the county. No action needed.

4. NEW BUSINESS

a. Lillard Hall and Station Trash Rates
Battalion Chief Heins stated there were no discounts for the Trash pick up.

b. LAFCO Municipal Service Review
Chief Rita said there were some comments that she and Battalion Chief Heins have made. Comments are due in the next couple of weeks. She asked if the Commissioners wanted to meet to discuss other comments they may have.

It was decided to have a separate meeting to discuss the LAFCO review in the next week.

5. OLD BUSINESS

- a. Worker's Compensation Categories
Chief Rita said that she had not seen the renewal package yet so had no information to present at this time.

- b. Update on E30
Battalion Chief Heins stated that not long after the tank had been repaired the Engine started to show signs of problems. When it was taken into the ship for repair it was discovered that the Engine control module was bad and would need replaced at a cost for all repairs at \$4,412.40.

All agreed it needed the repairs and asked Battalion Chief Heins to have it repaired.

- c. Update on Development of Commissioner Policies
No meeting, no report.

6. CHIEF'S REPORT

- She stated that she is working on a regional grant with W. Sacramento. The Assistance to Firefighters Grant had 9 departments that are joining together for the funds. These funds would get us 18 sets of breathing apparatus. Our cost would be \$12,000

- The Chief also stated that she is working with the County to get our financial statements.

- She stated she had found the job description for Captain and would like to pass it on to the Personnel Committee for review.

7. BATTALION CHIEF'S REPORT

- Battalion Chief Heins stated that he had given the training hours to Commissioner Yeager. He is still finishing the initial training on the "Target Solutions" software.

- Shift schedules have changed with new daily paid staff schedules from 8-6pm each day. This will give them an additional hour of overlap.

- Battalion Chief Heins stated that the report database will need to be replaced as it is outdated and does not have the ability to show who made changes. So there is currently no trail when changes are made.

8. COMMITTEE REPORTS

- a. Standing Committees
 - i. Benefits Committee – no meeting, no report
 - ii. Budget Committee – no meeting, no report
 - iii. Personnel Committee – no meeting, no report
 - iv. Policy Committee – no meeting, no report

- b. Ad Hoc
 - i. Lillard Hall Committee – no meeting, no report
 - ii. Policy Committee – no meeting, no report.

9. **TRAINING LIASION REPORT**

Commissioner Yeager stated that the training categories and work on Target Solutions is going well.

10. **FIRE PREVENTION LIAISON REPORT**

Commissioner McMullen was not present; therefore, there was nothing new to report.

11. **MAJOR EQUIPMENT REPAIR LIASION REPORT**

Already covered by Battalion Chief Heins under item 5b.

12. **CONSENT CALENDAR**

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To approve the Consent Calendar with the as presented.

Passed: Unanimously

13. **MINUTES**

a. Approval of December 15, 2015 Board Meeting Minutes

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the minutes of December 19, 2015 as presented.

Passed: Unanimously

14. **SECRETARYS REPORT**

Secretary Grafton stated that she has been working with the County to try and get the Financials Statements but that it has been a slow process.

15. **OPEN FORM**

It was noted that the following had not been added to this month's agenda:

1. Residence Requirement for career personnel
2. Salary augmentation for Jesse Delgadillo

Therefore, it was requested they be put on the February agenda.

It was also asked that the topic of what to do with the Historic Daily Station Logs be added to the February agenda.

10. **FIRE PREVENTION LIAISON REPORT**
Commissioner McMullen was absent so there was no report.

11. **MAJOR EQUIPMENT REPAIR LIASION REPORT**
Already covered by BC Heins.

12. **CONSENT CALENDAR**

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To adopt the Consent Calendar.

Passed: Unanimously

13. **MINUTES**
a. Approval of August 16th, 2016 Board Meeting Minutes
There were several small typing errors to be corrected.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the minutes of September 20, 2016 as corrected.

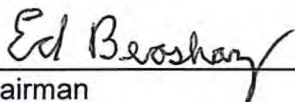
Passed: Commissioner Guarino Abstained

14. **SECRETARYS REPORT**
Nothing to report.

15. **OPEN FORM**
Commissioner Yeager stated that he is attending an accounting meeting with the County. Commissioner Beoshanz stated that he would like to add to the agenda next month his request to withdrawn as Chairman.

16. **CALENDAR**
The next Board of Commissioners meeting was confirmed for November 15, 2016 at 7:00pm.

Meeting adjourned at 8:30pm.


Chairman


Secretary