

West Plainfield Fire Protection District

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

BOARD OF COMMISSIONERS MEETING

January 21, 2020 at 7:00 PM

To be held at Lillard Hall
24901 County Road 95, Davis, CA 95616

1. Call the meeting to order and establish quorum
2. Review and Discussion of Bills
 - a. Approve Payment of Bills (Page 1)
3. Public comment
4. Lillard Hall
 - a. Lillard Hall Public Business
 - b. Lillard Hall Manager Report (Page 2)
 - c. Lillard Hall Committee Report (**Hjerpe**, Guarino)
 - i. Motion Sensor Lights
 - ii. Discussion/Action – Current Hall Manager Compensation
 - iii. Discussion/Action – Hall Rental Policy (Beoshanz)
5. Financials
 - a. Deposits (Page 3)
 - b. Financial Reports (Page 4-8)
6. New Business
 - a. Discussion/Action – Volunteer Applications (Heins)
 - b. Discussion/Action – Volunteer Response and Hourly Rate Increase (Heins)
 - c. Discussion/Action – Possibility of Solar Power for Station (Beoshanz)
7. Old Business
 - a. Discussion/Action – 24 Hour Staffing Preparation (Heins)
 - b. Discussion/Action – Back up power for water well (Heins)
 - c. District Newsletter Update (Hjerpe)
 - d. Rural Tax Increase (AC Stiles)
8. Chiefs Report
9. Assistant Chiefs Report
 - a. Assistant Chief, Operations (Stiles)
 - b. Assistant Chief, Administration (Heins)
10. Volunteer Activities Report (President Lee)
11. Committee Reports
 - a. Standing Committees
 - i. Benefits Committee Report (**Hjerpe**, Guarino)
 - ii. Budget Committee Report (**Hjerpe**, Yeager)
 - iii. Personnel Committee Report (**Hjerpe**, Guarino)
 - iv. District Funding and Development Committee (**Yeager**, Beoshanz,)
 - v. IHS Committee (**McMullen**, Guarino)
12. Training Liaison Report (Yeager)
13. Fire Prevention Liaison Report (McMullen)
14. Facilities/Equipment Repair Liaison Report (Beoshanz)
 - a. Training Building Repair
15. Consent Calendar
 - a. Fire Department Statistics (Page 9 -20)
16. Minutes
 - a. Approval of December 17, 2019 Board Meeting Minutes (Page 21-25)
17. Clerk's Report
18. Open Forum
19. Calendar
 - a. The next regular scheduled Board meeting will be February 18, 2020 at 7:00 pm unless another date is agreed upon.

West Plainfield Fire Protection District

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

January 21, 2020

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:



Advantage Gear, Inc.	\$ 756.35
All Star Fire Equipment	6,407.98
ATT	46.52
Clark	110.00
Curtis	741.31
Nicholas DeBonis	350.00
Mark Krummenacker	150.00
Onsite Medical	1,430.00
PG &E	1,007.56
Pisani's Auto Parts	27.16
Quill	441.76
Sterling May Company	267.00
US Bank	3,350.88
Waste Management	<u>130.00</u>

Total \$ 15,116.52

* Not included in total

January 21, 2020

Lillard Hall Report

Deposit Income:	\$550.00	Dog Group
	\$600.00	Ramirez party
	\$600.00	Morales party

Total: \$1,750.00

Deposit:	\$500.00	Morales party
	\$500.00	Aleman party

Total: \$1,000.00

Expenses:	\$159.81	Waste Management
	\$500.00	Duran deposit refund
	\$500.00	Ramirez deposit refund
	\$550.19	Supplies and mileage for Hall manager

Total: \$1,710.00

Balance: \$29,530.05

DEPOSITS – January 21, 2020

Total deposit of \$32.82

Burton's - reimbursement from Credit on account	\$ 32.82
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Trial Balance

GL291 - Date 01/16/20 Company 1000 - YOLO COUNTY USD Base Currency Page 1
 Time 12:12 Trial Balance Amounts
 For Period 5 Through 5 Ending November 30, 2019 Fiscal Year 2020

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
6223	W.PLAINFIELD FIRE DIST BAL SHT				
100000-0000	CASH IN TREASURY	88,557.87	225.00	18,639.06-	70,143.81
101000-0121	RC-WPF FPD CAP ASSET REPL	384,735.58			384,735.58
101000-0122	RC-WPF FPD ACCRUED LEAVE	22,797.79			22,797.79
111090-0000	PROP TAX REC-CURR SEC SUPPL	2,249.11			2,249.11
112020-0000	ACCOUNTS RECEIVABLE-JE	1,941.23			1,941.23
180300-0000	CIP	90,302.42			90,302.42
181100-0000	BUILDING & IMPROVEMENT	97,149.28			97,149.28
181200-0000	IMPRV OTHR THAN BLDG	27,567.00			27,567.00
181400-0000	EQUIPMENT	873,588.61			873,588.61
182100-0000	ACCUM. DEP-BLDG & IMPRV	89,480.83-			89,480.83-
182200-0000	ACCUM. DEP- IMPRV OTHR THAN BL	15,067.00-			15,067.00-
182400-0000	ACCUM. DEP-EQUIPMENT	615,354.41-			615,354.41-
200001-0000	ACCOUNTS PAYABLE-JE	2,912.85-			2,912.85-
300100-0000	NET INVESTMENT IN CAPITAL ASSE	368,705.07-			368,705.07-
300600-0001	FD BAL-ASSIGNED-CAP ASSET REPL	382,393.83-			382,393.83-
300600-0002	FD BAL-ASSIGNED-ACCRUED LEAVE	22,659.03-			22,659.03-
300600-0003	FD BAL-ASSIGNED-GEN RESERVE	159,825.00-			159,825.00-
300999-0000	UNASSIGNED	36,558.07-			36,558.07-
400700-0000	INVESTMENT EARNINGS-POOL	3,433.22-			3,433.22-
400705-0000	GASB 31 FMV - DFS ONLY	3,532.45			3,532.45
403610-0000	OTH CHRG FR SVC-FIREFGHTR SVC	11,864.95-			11,864.95-
404117-0000	OTH MISC-INSURANCE PROCEEDS	1,359.99-			1,359.99-
500100-0000	REGULAR EMPLOYEES	59,678.60	13,311.03		72,989.63
500320-0000	OASDI	3,700.06	825.28		4,525.34
500330-0000	FICA/MEDICARE	865.34	193.01		1,058.35
500380-0000	UNEMPLOYMENT INSURANCE	224.52	27.98		252.50
500390-0000	WORKERS' COMP INSURANCE	13,250.00			13,250.00
501010-0000	CLOTHING & PERSONAL SUPPLIES	3,966.27	2,079.58		6,045.85
501020-0000	COMMUNICATIONS	765.81	48.59		814.40
501040-0000	HOUSEHOLD EXPENSE	1,164.19	157.71		1,321.90
501051-0000	INSURANCE-PUBLIC LIABILITY	5,000.00			5,000.00
501052-0000	INSURANCE-FIRE & EXTENDED	870.51			870.51
501053-0000	INSURANCE-OTHER	58.68			58.68
501070-0000	MAINTENANCE-EQUIPMENT	5,805.25	595.80		6,401.05
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	847.31			847.31
501090-0000	MEMBERSHIPS	59.00		225.00-	166.00-
501100-0000	MISCELLANEOUS EXPENSE	39.70			39.70
501102-0000	MISC EXP-CREDIT CARD SVC CHRGS	61.36			61.36
501110-0000	OFFICE EXPENSE	3,934.85	139.45		4,074.30
501152-0000	PROF & SPEC SVC-INFO TECH SVC	2,176.00			2,176.00
501165-0000	PROF & SPEC SVC-OTHER	563.80	120.00		683.80
501205-0000	TRAINING	2,730.00			2,730.00
501210-0000	MINOR EQUIPMENT	4,882.91			4,882.91
501250-0000	TRANSPORTATION AND TRAVEL	1,186.01	1,140.63		2,326.64
501251-0000	TRASNP & TRAVEL-FUEL	994.05			994.05
501260-0000	UTILITIES	2,335.38			2,335.38
503071-0000	EQUIPMENT-VEHICLE	2,033.31			2,033.31
*** Totals		0.00	18,864.06	18,864.06	0.00

Balance Sheet

GL292 Date 01/16/20
Time 12:16

Company 1000 - YOLO COUNTY
Balance Sheet
For Period 5 Ending November 30, 2019

USD

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Fiscal Year 2020

Account Nbr	Description	Current Year	Previous Year	Change	Percent
6223	6223	W. PLAINFIELD FIRE DIST BAL SHT			
ASSETS					
ASSETS					
CURRENT ASSETS					
CASH					
CASH & INVEST	CASH & INVESTMENTS				
100000-0000	CASH IN TREASURY	70,143.81	224,559.93	154,416.12-	68.8-
101000-0121	RC-WPF FPD CAP ASSET REPL	384,735.58	228,291.00	156,444.58	68.5
101000-0122	RC-WPF FPD ACCRUED LEAVE	22,797.79	22,520.79	277.00	1.2
	Total CASH & INVESTMENTS	477,677.18	475,371.72	2,305.46	.5
	Total CASH	477,677.18	475,371.72	2,305.46	.5
RECEIVABLES					
RECEIVABLES					
PROP TAX REC	PROPERTY TAX RECEIVABLES				
111010-0000	PROP TAX REC-CURR SEC	0.00	300,401.52	300,401.52-	100.0-
111090-0000	PROP TAX REC-CURR SEC SUPPL	2,249.11	3,008.86	759.75-	25.3-
	Total PROPERTY TAX RECEIVABLES	2,249.11	303,410.38	301,161.27-	99.3-
ACCTS RECEIV	ACCOUNTS RECEIVABLE				
112020-0000	ACCOUNTS RECEIVABLE-JE	1,941.23	0.00	1,941.23	
	Total ACCOUNTS RECEIVABLE	1,941.23	0.00	1,941.23	
	Total RECEIVABLES	4,190.34	303,410.38	299,220.04-	98.6-
	Total CURRENT ASSETS	481,867.52	778,782.10	296,914.58-	38.1-
NONCURRENT ASSETS					
NON-CURRENT ASSETS					
CAPITAL ASSETS					
NON-DEPRECIABLE					
180300-0000	CIP	90,302.42	0.00	90,302.42	
	Total NON-DEPRECIABLE	90,302.42	0.00	90,302.42	
DEPRECIABLE					
DEPRECIABLE					
181100-0000	BUILDING & IMPROVEMENT	97,149.28	97,149.28	0.00	
181200-0000	IMPRV OTHR THAN BLDG	27,567.00	27,567.00	0.00	
181400-0000	EQUIPMENT	873,588.61	789,118.80	84,469.81	10.7
	Total DEPRECIABLE	998,304.89	913,835.08	84,469.81	9.2
ACCUM DEPREC	ACCUMULATED DEPRECIATION				
182100-0000	ACCUM. DEP-BLDG & IMPRV	89,480.83-	88,352.83-	1,128.00-	1.3
182200-0000	ACCUM. DEP- IMPRV OTHR THAN BLDG	15,067.00-	13,817.00-	1,250.00-	9.0
182400-0000	ACCUM. DEP-EQUIPMENT	615,354.41-	575,348.41-	40,006.00-	7.0
	Total ACCUMULATED DEPRECIATION	719,902.24-	677,518.24-	42,384.00-	6.3
	Total CAPITAL ASSETS	368,705.07	236,316.84	132,388.23	56.0
	Total NON-CURRENT ASSETS	368,705.07	236,316.84	132,388.23	56.0
	Total ASSETS	850,572.59	1,015,098.94	164,526.35-	16.2-
LIABILITIES AND FUND BALANCES					
LIABILITIES					
CURRENT LIABILITIES					
ACCTSPAYABLE	ACCOUNTS PAYABLE				
200001-0000	ACCOUNTS PAYABLE-JE	2,912.85-	0.00	2,912.85-	
	Total ACCOUNTS PAYABLE	2,912.85-	0.00	2,912.85-	
	Total CURRENT LIABILITIES	2,912.85-	0.00	2,912.85-	
FUND BALANCE					
FUND BALANCE					
300600-0001	FD BAL-ASSIGNED-CAP ASSET REPL	382,393.83-	227,798.32-	154,595.51-	67.9
300600-0002	FD BAL-ASSIGNED-ACCRUED LEAVE	22,659.03-	22,412.08-	246.95-	1.1
300600-0003	FD BAL-ASSIGNED-GEN RESERVE	159,825.00-	149,825.00-	10,000.00-	6.7

Balance Sheet

GL292 Date 01/16/20
Time 12:16

Company 1000 - YOLO COUNTY
Balance Sheet
For Period 5 Ending November 30, 2019

USD

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Fiscal Year 2020

6223		6223		W.PLAINFIELD FIRE DIST BAL SHT	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
300900-0000	CURRENT YEAR FUND BALANCE	122,481.26	286,290.35-	408,771.61	142.8-
300999-0000	UNASSIGNED	36,558.07-	92,456.35-	55,898.28	60.5-
	Total FUND BALANCE	478,954.67-	778,782.10-	299,827.43	38.5-
NETPOSITION	NET POSITION				
300100-0000	NET INVESTMENT IN CAPITAL ASSETS	368,705.07-	236,316.84-	132,388.23-	56.0
	Total NET POSITION	368,705.07-	236,316.84-	132,388.23-	56.0
	Total LIABILITIES	850,572.59-	1,015,098.94-	164,526.35	16.2-
	Total LIABILITIES AND FUND BAL	850,572.59-	1,015,098.94-	164,526.35	16.2-

Income Statement

GL293 Date 01/16/20
Time 12:14

Company 1000 - YOLO COUNTY
Income Statement
For Period 5 Through 5 Ending November 30, 2019

USD

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Fiscal Year 2020

6223		6223		W. PLAINFIELD FIRE DIST BAL SHT		YOLOCOUNTY	
Account Nbr	Description	Period Amount	Year To Date	Last Year Period	Last Year To Date		
NETFUND/POST	NET FUND BALANCE						
REVENUES	REVENUES						
TAXES	TAXES						
PROPERTY TAX	PROPERTY TAX						
400100-0000	PROP TAXES-CURRENT SECURED	0.00	0.00	300,401.52-	300,401.52-		
400101-0000	PROP TAXES-CURRENT UNSECURED	0.00	0.00	26,257.02-	26,257.02-		
400121-0000	SUPPLEMENTAL PROP TAXES PRIOR	0.00	0.00	142.61-	142.61-		
	Total PROPERTY TAX	0.00	0.00	326,801.15-	326,801.15-		
	Total TAXES	0.00	0.00	326,801.15-	326,801.15-		
REVUSEMONEY	REVENUE FROM USE OF MONEY AND						
400700-0000	INVESTMENT EARNINGS-POOL	0.00	3,433.22-	0.00	2,273.19-		
400705-0000	GASB 31 FMV - DFS ONLY	0.00	3,532.45	0.00	0.00		
	Total REVENUE FROM USE OF MONE	0.00	99.23	0.00	2,273.19-		
CHG FOR SVCS	CHARGES FOR SERVICES						
403610-0000	OTH CHRG FR SVC-FIREFGHTR SVC	0.00	11,864.95-	0.00	0.00		
	Total CHARGES FOR SERVICES	0.00	11,864.95-	0.00	0.00		
MISCREVENUES	MISCELLANEOUS REVENUES						
404117-0000	OTH MISC-INSURANCE PROCEEDS	0.00	1,359.99-	1,269.32-	7,953.68-		
404190-0000	OTHER MISC REVENUES	0.00	0.00	0.00	147,161.32-		
	Total MISCELLANEOUS REVENUES	0.00	1,359.99-	1,269.32-	155,115.00-		
	Total REVENUES	0.00	13,125.71-	328,070.47-	484,189.34-		
EXPENDITURES	EXPENDITURES						
SALARY&BEN	SALARIES AND EMPLOYEE BENEFITS						
SALARY&WAGES	SALARY AND WAGES						
500100-0000	REGULAR EMPLOYEES	13,311.03	72,989.63	15,176.50	77,224.80		
	Total SALARY AND WAGES	13,311.03	72,989.63	15,176.50	77,224.80		
EMPBENEFITS	EMPLOYEE BENEFITS						
500320-0000	OASDI	825.28	4,525.34	736.59	3,315.48		
500330-0000	FICA/MEDICARE	193.01	1,058.35	172.27	775.43		
500380-0000	UNEMPLOYMENT INSURANCE	27.98	252.50	110.81	372.45		
500390-0000	WORKERS' COMP INSURANCE	0.00	13,250.00	0.00	8,125.59		
	Total EMPLOYEE BENEFITS	1,046.27	19,086.19	1,019.67	12,588.95		
	Total SALARIES AND EMPLOYEE BE	14,357.30	92,075.82	16,196.17	89,813.75		
SERVSUPPLIES	SERVICES AND SUPPLIES						
501010-0000	CLOTHING & PERSONAL SUPPLIES	2,079.58	6,045.85	0.00	9,065.55		
501020-0000	COMMUNICATIONS	48.59	814.40	0.00	2,177.00		
501040-0000	HOUSEHOLD EXPENSE	157.71	1,321.90	0.00	1,120.61		
501051-0000	INSURANCE-PUBLIC LIABILITY	0.00	5,000.00	0.00	5,000.00		
501052-0000	INSURANCE-FIRE & EXTENDED	0.00	870.51	0.00	0.00		
501053-0000	INSURANCE-OTHER	0.00	58.68	0.00	13,999.77		
501070-0000	MAINTENANCE-EQUIPMENT	595.80	6,401.05	0.00	4,884.85		
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	0.00	847.31	0.00	998.94		
501080-0000	MED, DENTAL, & LAB SUPPLIES	0.00	0.00	0.00	484.21		
501090-0000	MEMBERSHIPS	225.00-	166.00-	0.00	185.00		
501100-0000	MISCELLANEOUS EXPENSE	0.00	39.70	0.00	0.00		
501102-0000	MISC EXP-CREDIT CARD SVC CHRGS	0.00	61.36	0.00	0.00		
501110-0000	OFFICE EXPENSE	139.45	4,074.30	0.00	28.26		
501111-0000	OFFICE EXP-POSTAGE	0.00	0.00	0.00	20.58		
501152-0000	PROF & SPEC SVC-INFO TECH SVC	0.00	2,176.00	0.00	0.00		
501165-0000	PROF & SPEC SVC-OTHER	120.00	683.80	0.00	0.00		
501205-0000	TRAINING	0.00	2,730.00	0.00	0.00		
501210-0000	MINOR EQUIPMENT	0.00	4,882.91	0.00	16,195.56		

Income Statement

GL293 Date 01/16/20
Time 12:14

Company 1000 - YOLO COUNTY
Income Statement
For Period 5 Through 5 Ending November 30, 2019

USD

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Fiscal Year 2020

6223		6223		W.PLAINFIELD FIRE DIST BAL SHT		YOLOCOUNTY	
Account Nbr	Description	Period Amount	Year To Date	Last Year Period	Last Year To Date		
501250-0000	TRANSPORTATION AND TRAVEL	1,140.63	2,326.64	0.00	229.86		
501251-0000	TRASNP & TRAVEL-FUEL	0.00	994.05	0.00	0.00		
501260-0000	UTILITIES	0.00	2,335.38	0.00	2,309.88		
	Total SERVICES AND SUPPLIES	4,056.76	41,497.84	0.00	56,700.07		
CAPITALASSET	CAPITAL ASSETS						
503070-0000	EQUIPMENT	0.00	0.00	0.00	51,385.17		
503071-0000	EQUIPMENT-VEHICLE	0.00	2,033.31	0.00	0.00		
	Total CAPITAL ASSETS	0.00	2,033.31	0.00	51,385.17		
	Total EXPENDITURES	18,414.06	135,606.97	16,196.17	197,898.99		
	Total NET FUND BALANCE	18,414.06	122,481.26	311,874.30-	286,290.35-		

West Plainfield Fire Department

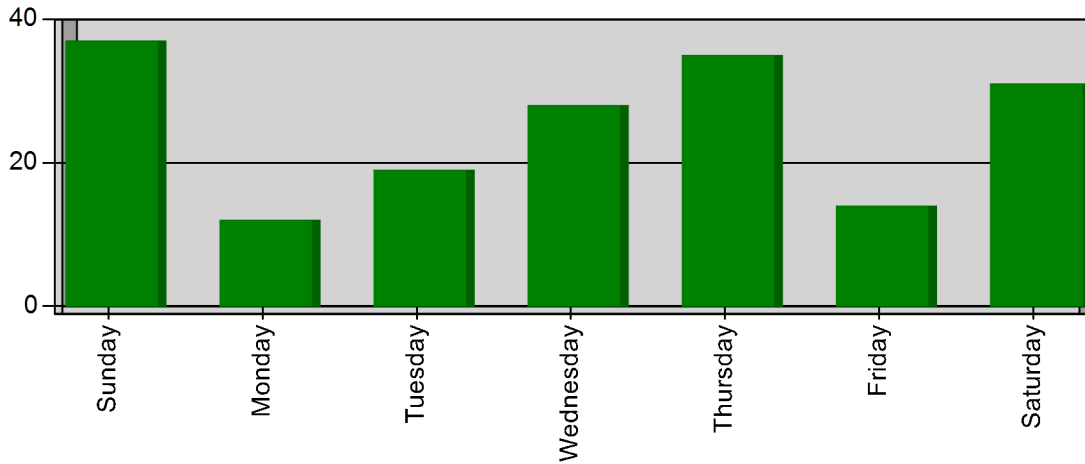
Davis, CA

This report was generated on 1/16/2020 11:53:34 AM



Incidents by Day of the Week for Date Range

Start Date: 01/01/2019 | End Date: 12/31/2019



DAY OF THE WEEK	# INCIDENTS
Sunday	37
Monday	12
Tuesday	19
Wednesday	28
Thursday	35
Friday	14
Saturday	31
TOTAL	176

Only REVIEWED incidents included



emergencyreporting.com

Doc Id: 445

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West Plainfield Fire Department

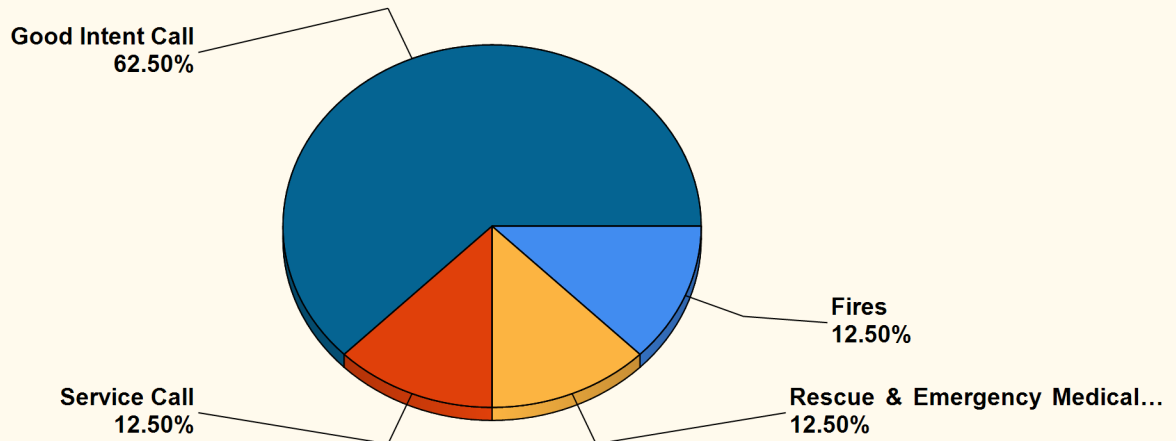
Davis, CA

This report was generated on 1/16/2020 11:59:44 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2019 | End Date: 12/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	12.50%
Rescue & Emergency Medical Service	1	12.50%
Service Call	1	12.50%
Good Intent Call	5	62.50%
TOTAL	8	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	12.50%
321 - EMS call, excluding vehicle accident with injury	1	12.50%
571 - Cover assignment, standby, moveup	1	12.50%
611 - Dispatched & cancelled en route	4	50.00%
622 - No incident found on arrival at dispatch address	1	12.50%
TOTAL INCIDENTS:	8	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

West Plainfield Fire Department

Davis, CA

This report was generated on 1/16/2020 11:56:38 AM



Incident Statistics

Start Date: 12/01/2019 | End Date: 12/31/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		1	
FIRE		7	
TOTAL		8	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
TOTAL	0	0	0
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		6	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
0		NaN	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
WPL Station 30	0:08:15	0:18:08	
AVERAGE FOR ALL CALLS		0:13:54	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
WPL Station 30	0:00:00	0:03:34	
AVERAGE FOR ALL CALLS		0:02:02	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
West Plainfield Fire Department		27:00	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

West Plainfield Fire Department

Davis, CA

This report was generated on 1/16/2020 11:58:48 AM



Incident Type Count per Station for Date Range

Start Date: 12/01/2019 | End Date: 12/31/2019

INCIDENT TYPE	# INCIDENTS
Station: 30 - WPL STATION 30	
111 - Building fire	1
321 - EMS call, excluding vehicle accident with injury	1
571 - Cover assignment, standby, moveup	1
611 - Dispatched & cancelled en route	4
622 - No incident found on arrival at dispatch address	1
# Incidents for 30 - WPL Station 30:	8

Only REVIEWED incidents included.



emergencyreporting.com

Doc Id: 857

Page # 1

West Plainfield Fire Department

Davis, CA

This report was generated on 1/16/2020 12:02:25 PM



Total Incidents per Personnel for Date Range

Personnel: Beoshanz, Garret; Beoshanz, Marc; Booth, Michael; Boswell, Dean; Bravo, Gena R and 22 more | Sort By: Personnel | Start Date: 12/01/2019 | End Date: 12/31/2019

PERSONNEL	COUNT	PERCENTAGE
<u>Beoshanz, Garret</u>	4	50.00 %
<u>Beoshanz, Marc</u>	4	50.00 %
<u>Booth, Michael</u>	1	12.50 %
<u>Boswell, Dean</u>	2	25.00 %
<u>Bravo, Gena R</u>	1	12.50 %
<u>Bravo, Scott</u>	2	25.00 %
<u>Defty, Jonathan</u>	1	12.50 %
<u>Fish, Patrick</u>	4	50.00 %
<u>Fulton, Andrew</u>	1	12.50 %
<u>Heins, William T</u>	1	12.50 %
<u>Kane, Nathan B</u>	5	62.50 %
<u>Maggenti, Peter A</u>	3	37.50 %
<u>Rita, Cherie</u>	5	62.50 %
<u>Sheehan, Steven</u>	2	25.00 %
<u>Sinclair, Katelyn N</u>	3	37.50 %
<u>Stiles, David</u>	7	87.50 %
<u>Stiles, Tom</u>	3	37.50 %
<u>Warland, Anna Bay</u>	6	75.00 %
<u>Wiler, Steve</u>	4	50.00 %
Sum of Individual Responses	59	
Total Incidents for Date Range	8	

Includes incidents where personnel responded to on or off an apparatus. Only REVIEWED incidents included.

West Plainfield Fire Department

Davis, CA

This report was generated on 1/16/2020 12:04:15 PM



Daily Log Items per Personnel for Activity Code for Personnel

Personnel: All Personnel | Activity Codes: Duty Shift Fire - Volunteer Station Duty Shift Suppression, Duty Shift Support - Volunteer Station Duty Shift Non-Suppression | Start Time: 00:00 | End Time: 23:00 | Start Date: 12/01/2019 | End Date: 12/31/2019

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Beoshanz, Garret					
12/09/2019 10:00:00	12/09/2019 18:00:00	DAYBOOK			8.00
12/11/2019 13:00:00	12/11/2019 18:00:00	DAYBOOK			5.00
Total Hours for: Beoshanz, Garret					13.00
Booth, Michael					
12/20/2019 11:00:00	12/20/2019 16:00:00	DAYBOOK			5.00
12/27/2019 09:00:00	12/27/2019 12:30:00	DAYBOOK			3.50
Total Hours for: Booth, Michael					8.50
Bravo, Gena R					
12/22/2019 07:30:00	12/22/2019 18:00:00	DAYBOOK			10.50
Total Hours for: Bravo, Gena R					10.50
Davis, Delaney					
12/05/2019 08:00:00	12/05/2019 12:00:00	DAYBOOK			4.00
12/13/2019 09:00:00	12/13/2019 16:00:00	DAYBOOK			7.00
Total Hours for: Davis, Delaney					11.00
Fulton, Andrew					
12/29/2019 08:00:00	12/29/2019 16:00:00	DAYBOOK			8.00
Total Hours for: Fulton, Andrew					8.00
Hall, Justin					
12/06/2019 11:00:00	12/06/2019 13:30:00	DAYBOOK			2.50
12/14/2019 10:30:00	12/14/2019 15:00:00	DAYBOOK			4.50
12/20/2019 11:00:00	12/20/2019 16:00:00	DAYBOOK			5.00
Total Hours for: Hall, Justin					12.00
Kane, Nathan B					
12/02/2019 08:00:00	12/02/2019 16:00:00	DAYBOOK			8.00
12/27/2019 09:00:00	12/27/2019 12:30:00	DAYBOOK			3.50
Total Hours for: Kane, Nathan B					11.50
Ludwig, David G					
12/07/2019 09:00:00	12/07/2019 18:00:00	DAYBOOK			9.00
12/15/2019 09:00:00	12/15/2019 13:00:00	DAYBOOK			4.00
Total Hours for: Ludwig, David G					13.00
Warland, Anna Bay					
12/27/2019 09:00:00	12/27/2019 17:00:00	DAYBOOK			8.00

Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
12/29/2019 08:00:00	12/29/2019 16:00:00	DAYBOOK			8.00
Total Hours for: Warland, Anna Bay					16.00
Total of all Personnel Hours					103.50

Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.

West Plainfield Fire Department

Davis, CA

This report was generated on 1/16/2020 11:57:28 AM



Average (Dispatch-Turnout-Response) Times per Zone per Major Incident Type

Start Incident Type: 100 | End Incident Type: 911 | Zone: All Zones | Start Date: 01/01/2019 | End Date: 12/31/2019

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
Zone: No Zone Assigned					
Fires					
	Initial Lights and Sirens, Downgraded to No Lights or Sirens	5:39	4:05	2:25	12:09
	Lights and Sirens	13:13	9:38	3:42	26:33
	No Lights or Sirens	7:04	0:00	0:00	7:04
Rescue & Emergency Medical Service					
	Initial Lights and Sirens, Downgraded to No Lights or Sirens	7:36	0:59	1:46	10:20
	Initial No Lights or Sirens, Upgraded to Lights and Sirens	4:53	6:01	0:36	11:29
	Lights and Sirens	5:29	0:57	1:30	7:56
	No Lights or Sirens	3:33	1:41	1:43	6:57
Hazardous Condition (No Fire)					
	Initial Lights and Sirens, Downgraded to No Lights or Sirens	5:39	2:11	0:38	8:27
	Initial No Lights or Sirens, Upgraded to Lights and Sirens	0:00	0:00	0:00	0:00
	Lights and Sirens	4:58	0:29	0:14	5:41
	No Lights or Sirens	11:59	0:00	0:00	11:59
Service Call					
	Lights and Sirens	4:34	1:26	1:53	7:52
	No Lights or Sirens	8:00	0:09	1:30	9:39
Good Intent Call					
	Lights and Sirens	3:53	1:27	0:42	6:01
	No Lights or Sirens	6:00	0:00	0:00	6:00
False Alarm & False Call					
	Lights and Sirens	3:52	0:24	2:08	6:24
	No Lights or Sirens	3:55	1:35	1:29	6:59
Severe Weather & Natural Disaster					
	Lights and Sirens	16:10	2:23	25:33	44:06
	No Lights or Sirens	5:00	0:00	0:00	5:00

CFAI Compliant - Report calculates the average time difference between (ALARM to DISPATCH = Avg Dispatch) and (DISPATCH to ENROUTE = Avg Turnout) and (ALARM to ARRIVAL = Avg Response). Only REVIEWED incidents are included. When no data is provided for ENROUTE times this report makes the assumption it is the same as the Dispatch Time

West Plainfield Fire Department

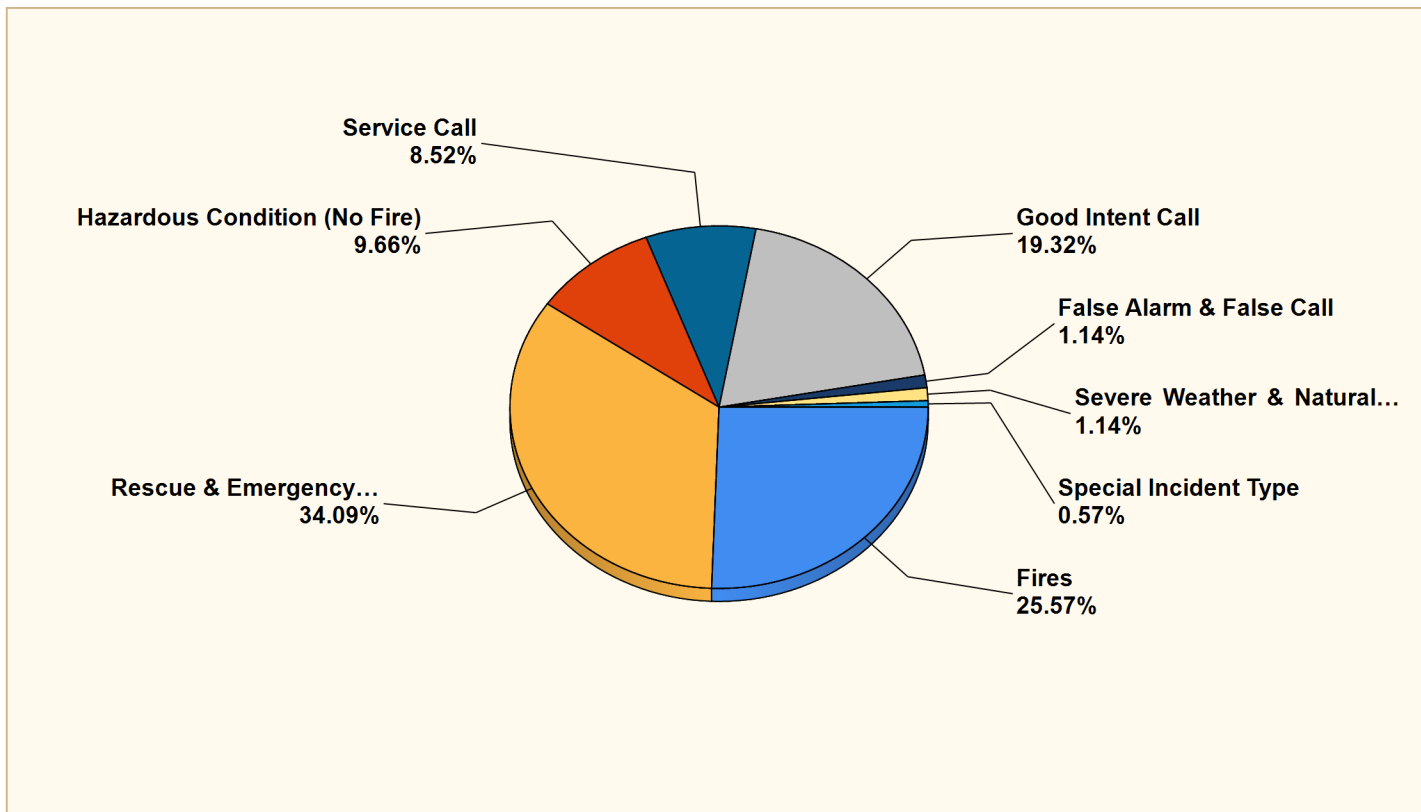
Davis, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 12/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	45	25.57%
Rescue & Emergency Medical Service	60	34.09%
Hazardous Condition (No Fire)	17	9.66%
Service Call	15	8.52%
Good Intent Call	34	19.32%
False Alarm & False Call	2	1.14%
Severe Weather & Natural Disaster	2	1.14%
Special Incident Type	1	0.57%
TOTAL	176	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	9	5.11%
118 - Trash or rubbish fire, contained	2	1.14%
130 - Mobile property (vehicle) fire, other	1	0.57%
131 - Passenger vehicle fire	4	2.27%
138 - Off-road vehicle or heavy equipment fire	1	0.57%
140 - Natural vegetation fire, other	7	3.98%
141 - Forest, woods or wildland fire	3	1.70%
142 - Brush or brush-and-grass mixture fire	5	2.84%
143 - Grass fire	3	1.70%
151 - Outside rubbish, trash or waste fire	3	1.70%
162 - Outside equipment fire	1	0.57%
170 - Cultivated vegetation, crop fire, other	4	2.27%
172 - Cultivated orchard or vineyard fire	2	1.14%
321 - EMS call, excluding vehicle accident with injury	23	13.07%
322 - Motor vehicle accident with injuries	17	9.66%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.57%
324 - Motor vehicle accident with no injuries.	18	10.23%
350 - Extrication, rescue, other	1	0.57%
400 - Hazardous condition, other	3	1.70%
413 - Oil or other combustible liquid spill	1	0.57%
440 - Electrical wiring/equipment problem, other	2	1.14%
444 - Power line down	10	5.68%
445 - Arcing, shorted electrical equipment	1	0.57%
500 - Service Call, other	2	1.14%
542 - Animal rescue	1	0.57%
550 - Public service assistance, other	1	0.57%
553 - Public service	1	0.57%
561 - Unauthorized burning	6	3.41%
571 - Cover assignment, standby, moveup	4	2.27%
600 - Good intent call, other	8	4.55%
611 - Dispatched & cancelled en route	11	6.25%
622 - No incident found on arrival at dispatch address	4	2.27%
631 - Authorized controlled burning	7	3.98%
651 - Smoke scare, odor of smoke	3	1.70%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.57%
735 - Alarm system sounded due to malfunction	1	0.57%
743 - Smoke detector activation, no fire - unintentional	1	0.57%
800 - Severe weather or natural disaster, other	1	0.57%
813 - Wind storm, tornado/hurricane assessment	1	0.57%
900 - Special type of incident, other	1	0.57%
TOTAL INCIDENTS:	176	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.

West Plainfield Fire Department

Davis, CA

This report was generated on 1/16/2020 11:55:34 AM



Incident Statistics

Start Date: 01/01/2019 | End Date: 12/31/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		60	
FIRE		116	
TOTAL		176	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
B30	0	0	1
E30	0	0	16
U30	0	0	1
TOTAL	0	0	18
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		64	
Aid Received		25	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
17		9.66	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
WPL Station 30	0:07:51	0:11:37	
AVERAGE FOR ALL CALLS		0:10:09	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
WPL Station 30	0:01:56	0:03:16	
AVERAGE FOR ALL CALLS		0:02:44	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
West Plainfield Fire Department		55:34	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

West Plainfield Fire Department

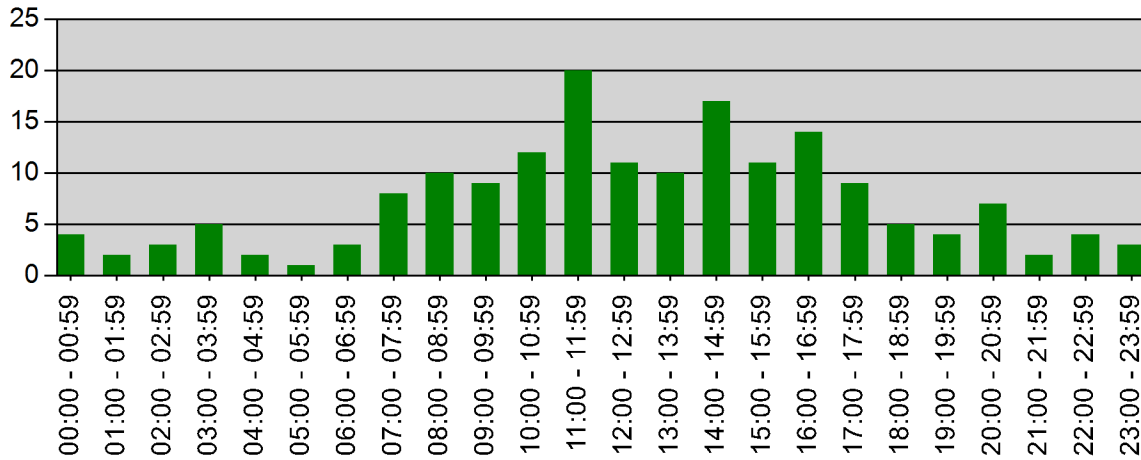
Davis, CA

This report was generated on 1/16/2020 11:51:41 AM



Incidents by Hour for Date Range

Start Date: 01/01/2019 | End Date: 12/31/2019



Hour	# of CALLS
00:00 - 00:59	4
01:00 - 01:59	2
02:00 - 02:59	3
03:00 - 03:59	5
04:00 - 04:59	2
05:00 - 05:59	1
06:00 - 06:59	3
07:00 - 07:59	8
08:00 - 08:59	10
09:00 - 09:59	9
10:00 - 10:59	12
11:00 - 11:59	20
12:00 - 12:59	11
13:00 - 13:59	10
14:00 - 14:59	17
15:00 - 15:59	11
16:00 - 16:59	14
17:00 - 17:59	9
18:00 - 18:59	5

Only REVIEWED incidents included

HOUR	# of CALLS
19:00 - 19:59	4
20:00 - 20:59	7
21:00 - 21:59	2
22:00 - 22:59	4
23:00 - 23:59	3

Only REVIEWED incidents included



**EMERGENCY
REPORTING**

emergencyreporting.com

Doc Id: 19

Page # 2

West Plainfield Fire Department

Davis, CA

This report was generated on 1/16/2020 12:05:20 PM



Personnel Count per Incident for Date Range

Start Date: 10/01/2019 | End Date: 12/31/2019

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2019-116	10/5/2019 07:25:09	322 - Motor vehicle accident with injuries	57035	4	2	6
2019-117	10/6/2019 09:45:58	321 - EMS call, excluding vehicle accident with injury	57035	1	0	1
2019-118	10/6/2019 09:44:47	611 - Dispatched & cancelled en route	57035	5	3	8
2019-119	10/10/2019 02:59:59	130 - Mobile property (vehicle) fire, other	57035	2	5	7
2019-120	10/10/2019 09:23:08	444 - Power line down	57035	2	1	3
2019-121	10/10/2019 10:00:50	600 - Good intent call, other	57035	2	2	4
2019-122	10/10/2019 11:43:50	651 - Smoke scare, odor of smoke	57035	2	2	4
2019-123	10/12/2019 09:50:46	571 - Cover assignment, standby, moveup	57035	5	3	8
2019-124	10/12/2019 23:07:59	142 - Brush or brush-and-grass mixture fire	57035	2	7	9
2019-125	10/17/2019 20:56:13	321 - EMS call, excluding vehicle accident with injury	57035	1	3	4
2019-126	10/19/2019 00:27:38	324 - Motor vehicle accident with no injuries.	57035	2	5	7
2019-127	10/20/2019 13:29:25	111 - Building fire	57035	3	3	6
2019-128	10/20/2019 14:44:17	440 - Electrical wiring/equipment problem, other	57035	4	1	5
2019-129	10/21/2019 12:46:26	324 - Motor vehicle accident with no injuries.	57035	2	2	4
2019-130	10/23/2019 14:47:00	141 - Forest, woods or wildland fire	57035	1	3	4
2019-131	10/24/2019 13:35:26	142 - Brush or brush-and-grass mixture fire	57035	4	2	6
2019-132	10/27/2019 02:33:38	143 - Grass fire	57035	2	5	7
2019-133	10/27/2019 03:08:00	600 - Good intent call, other	57035	2	0	2
2019-134	10/27/2019 03:40:41	622 - No incident found on arrival at dispatch address	57035	2	0	2
2019-135	10/27/2019 04:10:55	444 - Power line down	57035	3	3	6
2019-136	10/27/2019 08:03:30	444 - Power line down	57035	5	2	7
2019-137	10/27/2019 09:09:35	444 - Power line down	57035	7	2	9
2019-138	10/27/2019 08:41:59	900 - Special type of incident, other	57035	1	0	1
2019-139	10/27/2019 10:15:00	813 - Wind storm, tornado/hurricane assessment	57035	4	4	8
2019-140	10/27/2019 12:19:35	444 - Power line down	57035	7	4	11

Only REVIEWED incidents included

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2019-141	10/27/2019 13:51:53	444 - Power line down	57035	10	1	11
2019-142	10/27/2019 15:14:51	444 - Power line down	57035	7	4	11
2019-143	10/27/2019 15:32:22	571 - Cover assignment, standby, moveup	57035	4	0	4
2019-144	10/28/2019 08:03:21	140 - Natural vegetation fire, other	57035	3	6	9
2019-145	10/29/2019 10:26:14	321 - EMS call, excluding vehicle accident with injury	57035	2	2	4
2019-146	10/29/2019 15:40:23	445 - Arcing, shorted electrical equipment	57035	2	5	7
2019-147	10/31/2019 08:32:28	324 - Motor vehicle accident with no injuries.	57035	2	4	6
2019-148	11/1/2019 06:55:53	321 - EMS call, excluding vehicle accident with injury	57035	7	1	8
2019-149	11/1/2019 12:40:08	600 - Good intent call, other	57035	3	2	5
2019-150	11/2/2019 12:52:00	500 - Service Call, other	57035	2	1	3
2019-151	11/2/2019 13:35:27	611 - Dispatched & cancelled en route	57035	4	1	5
2019-152	11/3/2019 13:33:55	611 - Dispatched & cancelled en route	57035	2	3	5
2019-153	11/5/2019 11:05:47	321 - EMS call, excluding vehicle accident with injury	57035	2	1	3
2019-154	11/7/2019 13:47:44	324 - Motor vehicle accident with no injuries.	57035	2	1	3
2019-155	11/10/2019 12:22:06	631 - Authorized controlled burning	57035	5	2	7
2019-156	11/10/2019 15:12:20	118 - Trash or rubbish fire, contained	57035	3	2	5
2019-157	11/13/2019 11:12:15	170 - Cultivated vegetation, crop fire, other	57035	4	0	4
2019-158	11/13/2019 15:02:45	322 - Motor vehicle accident with injuries	57035	5	0	5
2019-159	11/14/2019 16:06:39	172 - Cultivated orchard or vineyard fire	57035	2	6	8
2019-160	11/17/2019 15:10:18	631 - Authorized controlled burning	57035	5	4	9
2019-161	11/19/2019 16:37:43	172 - Cultivated orchard or vineyard fire	57035	3	3	6
2019-162	11/20/2019 09:19:08	444 - Power line down	57035	2	0	2
2019-163	11/20/2019 10:47:29	111 - Building fire	57035	3	0	3
2019-164	11/23/2019 12:08:28	322 - Motor vehicle accident with injuries	57035	4	5	9
2019-165	11/23/2019 16:19:08	561 - Unauthorized burning	57035	1	4	5
2019-166	11/23/2019 17:01:18	321 - EMS call, excluding vehicle accident with injury	57035	4	2	6
2019-167	11/24/2019 14:53:32	561 - Unauthorized burning	57035	4	4	8
2019-168	11/25/2019 00:00:56	111 - Building fire	57035	11	2	13
2019-169	11/25/2019 11:31:14	142 - Brush or brush-and-grass mixture fire	57035	3	4	7

Only REVIEWED incidents included

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2019-172	12/17/2019 13:20:54	611 - Dispatched & cancelled en route	57035	4	3	7
2019-174	12/21/2019 03:27:21	571 - Cover assignment, standby, moveup	57035	1	5	6
2019-175	12/22/2019 04:23:23	111 - Building fire	57035	4	7	11
2019-176	12/24/2019 13:32:51	611 - Dispatched & cancelled en route	57035	2	6	8
2019-178	12/28/2019 22:01:19	622 - No incident found on arrival at dispatch address	57035	8	4	12
2019-179	12/29/2019 11:34:34	321 - EMS call, excluding vehicle accident with injury	57035	7	2	9

AVERAGES:

3.5

2.7

6.2

Only REVIEWED incidents included

West Plainfield Fire Department

Davis, CA

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Total Incidents per Personnel for Date Range

Personnel: Beoshanz, Garret; Beoshanz, Marc; Booth, Michael; Boswell, Dean; Bravo, Gena R and 22 more | Sort By: Personnel | Start Date: 01/01/2019 | End Date: 12/31/2019

PERSONNEL	COUNT	PERCENTAGE
<u>Beoshanz, Garret</u>	96	54.55 %
<u>Beoshanz, Marc</u>	96	54.55 %
<u>Booth, Michael</u>	53	30.11 %
<u>Boswell, Dean</u>	16	9.09 %
<u>Bravo, Gena R</u>	7	3.98 %
<u>Bravo, Scott</u>	82	46.59 %
<u>Davis, Delaney</u>	1	0.57 %
<u>DeBonis, Nick M</u>	47	26.70 %
<u>Defty , Jonathan</u>	25	14.20 %
<u>Faber, Noah W</u>	2	1.14 %
<u>Fish, Patrick</u>	74	42.05 %
<u>Fulton, Andrew</u>	2	1.14 %
<u>Hall, Justin</u>	3	1.70 %
<u>Heins, William T</u>	40	22.73 %
<u>Kane, Nathan B</u>	87	49.43 %
<u>Lee, Jon</u>	2	1.14 %
<u>Maggenti, Peter A</u>	50	28.41 %
<u>Rita , Cherie</u>	78	44.32 %
<u>Sauers , Frank</u>	1	0.57 %
<u>Schlosser, Frank</u>	21	11.93 %
<u>Sheehan, Steven</u>	25	14.20 %
<u>Sinclair, Katelyn N</u>	38	21.59 %
<u>Stiles , David</u>	103	58.52 %
<u>Stiles, Tom</u>	72	40.91 %
<u>Warland, Anna Bay</u>	51	28.98 %
<u>Wiler, Steve</u>	5	2.84 %
Sum of Individual Responses	1077	
Total Incidents for Date Range	176	

Includes incidents where personnel responded to on or off an apparatus. Only REVIEWED incidents included.

West Plainfield Fire Protection District

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

Minutes – December 17, 2019 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 and a quorum was established. Present were:

Commissioners: Ed Beoshanz, Jim Yeager, Richard Guarino, James McMullen and Charles Hjerpe
Staff: Fire Chief Cherie Rita, Assistant Chief Bill Heins and Lt. Scott Bravo

2. REVIEW DISCUSSION OF BILLS

- a. Approve payment of bills.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the bills in the amount of \$ 5,992.47

Passed: Unanimously

3. PUBLIC COMMENT

None

4. LILLARD HALL

- a. Lillard Hall Business
There was discussion on the need for a motion sensor light at the south end of Lillard Hall. President McMullen asked that the Lillard Hall Committee research the issue and bring back to the next meeting.
- b. Lillard Hall Report
No comments
- c. Lillard hall Committee Report Ad Hoc
i. Retirement Hall Manager
The committee reported that they had met and a job description for the Hall Manager was presented for approval.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the job description as presented.

Passed: Unanimously

Motion amended by: Commissioner Yeager
2nd: Commissioner Guarino

To add under Minimum Knowledge, Abilities and Skills, Bi-lingual/Spanish speaking desirable.

Passed: by majority vote, 1 abstained

There was concern over rental of the hall to people outside the district and the possibility of liability.

Motion by: Commissioner Beoshanz
2nd: Commissioner Hjerpe

To recommend for further Committee discussion on risk of liability, determination of use of alcohol and renting the Hall to only district residents.

Failed: by a vote of 4 to 1

The Committee recommended that the hourly rate be set at \$15/hour based on a 30/hour month. There was discussion on whether the position should be salary instead of hourly.

Motion by: Commissioner Hjerpe
2nd: Commissioner Yeager

To approve a salary of \$450/mo. and to raise the rent for the Hall to \$800 per event.

Motion withdrawn.

Motion by: Commissioner Hjerpe
2nd: Commissioner Yeager

To approve the hourly wage at \$17/hr. for the Hall Manager as an employee.

Passed: Unanimously

The Board gave direction to advertise in the local newspapers such as the Davis Enterprise and Woodland Democrat, the website and social media.

It was decided that the applications would be assembled by the paid staff and given to the Lillard Hall Committee for review.

5. FINANCIALS

a. Deposits

Clerk Grafton noted that there was an addition to the deposit listed in the Board packet of \$1,030.96 for reimbursement of the Hall Manager salary. Total deposit is \$1,180.96.

- b. Financial Reports:
Financial reports were reviewed. There was no discussion.

6. NEW BUSINESS

- a. Discussion/Action – Board Clerk Job Description

President McMullen asked if there were any comments on the proposed job description. There was none.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approved the Clerk job description as presented.

Passed: Unanimously

- b. Discussion/Action – 24 Hour Staffing Preparation

AC Heins presented a task list that shows items needed in preparation for the 24-hour staffing. The amounts are estimated costs association with the 24-hour staffing. AC Heins requested that this item remain on the agenda so the Board can be updated of the progress as it moves forward. He also requested that the Board direct the Chief and paid staff to continue the process rather than develop a committee. It was agreed that the Chief and paid staff continue the process.

- c. Discussion/Action – Volunteer Applications

AC Heins stated that there were no new applications at this time.

- d. Discussion/Action on recommended actions – Back up Power for water well.

AC Heins informed the Board that he is continuing to research the most cost-effective method to accomplish the back up power. It is not clear yet whether a new generator be purchased for just the well or upgrade the existing generator.

- e. Discussion/Action on recommended actions – Modify budget to reallocate funds from 503020 Buildings & Improvements to 501070 Maintenance and Equipment.

AC Heins asked that the funds described on the 24-hour staffing worksheet be transferred from 503020 to 501070.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To move \$61,000 from 503020 Buildings & Improvements to 501070 Maintenance and Equipment.

Passed: Unanimously

7. OLD BUSINESS

- a. District Newsletter
Nothing new to report.

- b. Rural Tax Increase
Chief Rita explained the AC Stiles had asked that this be added to agenda to keep the Board up to date on the potential of a tax increase for the county which will be put to a vote in 2020.

8. CHIEF'S REPORT

Chief Rita updated the Board on a couple items:

- There was no Yolo Chiefs meeting for the month of December.
- On December 18th, there will be a presentation made for the family who lost their home recently in a fire.
- Weed abatement is still moving forward. She stated she had some questions that were sent to County Counsel for answers in regard to time frames. She hopes to have a draft of the letter for the next meeting.

9. ASSISTANT CHIEF REPORT

a. Assistant Chief, Operations (Stiles)

- AC Stiles was not present. No report.

b. Assistant Chief, Administration (Heins)

- AC Heins stated that he had been contacted by IHS who had questions regard our response to the MOA and decided that they would abandon the MOA and move straight to the contract. IHS is working on the contract for our review.
- AC Heins stated he is continuing to work on the 24-hour staffing requirements.
- AC Heins noted that on County Road 31 and 95, some trees had been removed in the orchard preparing for the bridge replacement. The project is schedule to start soon and will last approximately 6 months. The county has stated that they will make arrangement so that the Fire Department trucks can always get through during construction.
- There was one new volunteer that has come on since last meeting. He is from Cal Fire and has the rank equivalent to a Captain. He is out of West Davis.

10. VOLUNTEER ACTIVITIES REPORT

The Association President, Jon Lee was not present. There was no report.

11. COMMITTEE REPORTS

a. Standing Committees

- i. Benefits Committee Report (Chair Hjerpe, Guarino)– No meeting, no report.
- ii. Budget Committee Report (Yeager, Chair Hjerpe) – No meeting, no report.
- iii. Personnel Committee Report (Chair Hjerpe, Guarino) – Already covered.
- iv. District Funding and Development Committee (Beoshanz, Chair Yeager)
No meeting, no report
- v. IHS/Sacred Oaks Committee (Chair McMullen, Guarino) Already covered.

12. TRAINING LIASION REPORT

Commissioner Yeager informed the Board that there was nothing to report.

13. FIRE PREVENTION LIASION REPORT

There was no update but working on scheduling a meeting.

14. FACILITIES/EQUIPMENT LIASION REPORT

Nothing to report.

15. CONSENT CALENDAR

- a. Fire Department Statistics
Informational. President McMullen asked that the list of volunteers be added to the list of reports so the Board is aware of the number of current volunteers.

16. MINUTES

- a. Approval of October 15, 2019 Board Meeting Minutes.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the minutes of October 15, 2019 as presented.

Passed: by majority vote. 1 abstained

- b. Approval of November 19, 2019 Board Meeting Minutes.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the minutes of November 19, 2019 as presented.

Passed: Unanimously

17. CLERKS' REPORT

Nothing to report.

18. OPEN FORUM

Commissioner Beoshanz suggested that the Board look at the possibility of solar to solve electricity needs for the station. President McMullen asked that this item be added to next month's agenda.

19. CALENDAR

The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday January 21, 2020 at 7:00 pm.

AC Heins stated that in order to prepare for the 24-hour staff at the station the meetings will be held in Lillard Hall starting with the January 21, 2020 meeting. President McMullen asked that this be added to the next meeting agenda to discuss and approve for future meetings.

Meeting adjourned 8:54 pm

President

Clerk