

**West Plainfield Fire Protection District**

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

**Minutes – January 17, 2017  
West Plainfield Fire Protection District Board of Commissioners**

**1. CALL TO ORDER**

The meeting was called to order at 7:01 pm by Vice President Jim Yeager. Present were:

Commissioners: Beoshanz, Hjerpe and Guarino  
Absent: Commissioner McMullen  
Staff: Assistant Chief Bill Heins and Chief Cherie Rita

**2. PUBLIC COMMENT**

None.

**3. LILLARD HALL**

- a. Lillard Hall Business  
Nothing New to Report
- b. Lillard Hall Reports  
No comments
- c. Lillard hall Committee Report Ad Hoc  
No Meeting, No Report

**4. FINANCIALS**

- a. Approve payment of bills

**Motion by:** Commissioner Guarino  
**2<sup>nd</sup>:** Commissioner Hjerpe

**To approve the bills as presented.**

**Motion Amended by:** Commissioner Guarino  
**2<sup>nd</sup>:** Commissioner Hjerpe

**To approve payment of bills including \$13,431.35 for the City of West Sacramento in payment for the breathing apparatus. Total approved amount of \$17,763.29**

**Passed:** Unanimously

**5. New Business**

- a. Disposition of Engine 230  
Assistant Chief Heins stated that direction was needed from the Board on how they would like to dispose of E230. Most of the equipment has been stripped off and he recommended that they allow the County to handle the sale and/or disposal of the Engine.

**Motion by:** Commissioner Guarino  
**2<sup>nd</sup>:** Commissioner Hjerpe

To have Assistant Chief Heins contact the County and ask them to sell or dispose of the GMC E230.

**Passed:** Unanimously

- b. **FDAC Conference Attendance**  
Chief Rita informed the Board that this year's conference will be held in Monterey. West Plainfield attends each year and she asked if any of the Board members would like to attend. She stated that she would like Assistant Chief Hein to attend this year as staff.

**Motion by:** Commissioner Guarino  
**2<sup>nd</sup>:** Commissioner Beoshanz

To have Assistant Chief Heins attend the FDAC Conference and to pay for his room, registration, transportation and meals.

**Passed:** Unanimously

**6. Old Business**

- a. **Animal Rescue Training Update**  
Commissioner Hjerpe stated there had been meeting every other month with no final agreement yet. Assistant Chief Heins stated that he is finalizing the proposal and will send to Chief Rita for review and then present it to the Board.
- b. **Proposition 172 Funds Update – No new information**  
Chief Rita stated that she has located where to find the departments that have these funds available to them. She will make contact with that agency and report back next meeting.

**7. Chief's Report**

Chief Rita had nothing to report.

**8. Assistant Chief's Report**

AC Heins reported as follows:

- Completed the Yolo County HazMat Disclosure
- Starting his 40 hours next week and working with staff on their new duties. He may then need to work one more 40 hours. His goal is to have staff take on more responsibility.
- Training new volunteers
- Close to finishing stripping E230
- Contacted YCPARMIA on any marijuana policy. They did not have one and felt that most current policies cover it. He further stated that we may want to add Marijuana testing to our policy sometime in the future but the current policy works for now.



- During the rains some calls were received for service including the Farm House for assisting in planned evacuations if the water became too high. The Department provided reassurance they could drive through the water.
- Sand Bag were questioned. There was concern that we don't offer sand bags to residents of the district. By consensus the Board approved for Assistant Chief Heins to order sand bags and sands for the residence.

**9. Committee Reports**

- a. Standing Committees  
 Vice President Yeager asked if anyone wished to be removed from any of the Committees. All were willing to remain on their designated Committees.
- i. Benefits Committee Report – No meeting, no report.
  - ii. Budget Committee Report – No meeting, no report.
  - iii. Personnel Committee Report – No meeting, no report.
- b. Ad Hoc Committees
- i. Policy Review Committee – No meeting, no report.
  - ii. Extended Coverage Committee  
 This is to be moved up to the Standing Committees. Assistant Chief Heins is looking into the cost of a training and a modular. He is also planning to meet with UCD regarding their procedures.

**10. Bureau of Indian Health Services**  
 McMullen absent but still in process.

**11. Training Liaison Report**  
 No meeting, no report.

**12. Fire Prevention Liaison Report**  
 No meeting, no report

**13. Major Equipment Repair Liaison Report**  
 No meeting, no report.

- 14. Consent Calendar**
- a. Monthly Worker's Compensation Report
  - b. Responses to Calls – by narrative
  - c. Emergency Responses and Volunteer Duty Shift Log

**To accept the consent calendar as presented.**

**Motion by:** Commissioner Guarino  
**2<sup>nd</sup>:** Commissioner Hjerpe

**Passed:** Unanimously

**15. Minutes**

**Move to adopt Minutes.**

**Motion by:** Commissioner Guarino  
**2<sup>nd</sup>:** Commissioner Hjerpe

**Passed:** Unanimously

**16. Clerk's Report**

Ms Grafton informed the Board that she had received in the mail information from the Special District Associations for a Board Members Seminar. This seminar is available in Sacramento and available for any Board member interested in attending.

**17. Open Forum**

Vice President Yeager asked that a report be given each month on volunteer activities. He asked Clerk Grafton add this to the agenda after the Lillard Hall Report.

It was also mentioned that the Commissioners were no longer on the mailing list for Volunteer Association Business. Vice President Yeager stated that the Commissioners would like to be aware of what happens within the department. Chief Rita stated that she would bring the issue up at the next volunteer meeting.

**18. Calendar**

Vice President Yeager stated that it was agreed that the meeting should remain on the 3<sup>rd</sup> Tuesday of each month unless there is no quorum or there is very important business to take care of.

The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday February 21, 2017.

If anyone cannot attend they are to contact Clerk Grafton and let her know.

**Motion to adjourn.**

**Motion by:** Commissioner Guarino  
**2<sup>nd</sup>:** Commissioner Hjerpe

**Passed:** Unanimously

Meeting adjourned 8:00pm

  
Chairman

  
Secretary