

West Plainfield Fire Protection District

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

**Minutes – July 16, 2019
West Plainfield Fire Protection District Board of Commissioners**

1. CALL TO ORDER

The meeting was called to order at 7:05 pm by President James McMullen and a quorum was established. Present were:

Commissioners: James McMullen, Ed Beoshanz and Jim Yeager
Richard Guarino absent, Charles Hjerpe arrived at 7:19 pm
Staff: Fire Chief Cherie Rita, Assistant Chief Dave Stiles, Assistant Chief Bill Heins Lt. Scott Bravo and WPFDA Association President Jon Lee

A quorum was established.

2. REVIEW DISCUSSION OF BILLS

- a. Approve payment of bills.

Motion by: Commissioner Yeager
2nd: Commissioner Beoshanz

To approve the bills in the amount of \$ 31,988.05.

Passed: Unanimously

3. PUBLIC COMMENT

No Public Comment

4. LILLARD HALL

- a. Lillard Hall Business
None
- b. Lillard Hall Report
The Board directed staff to research the propane usage at Lillard Hall, if the Hall is paying a portion of the propane bill and to report back to the Board at the August meeting.
- c. Lillard hall Committee Report Ad Hoc
No meeting. No report
- i. Financial Analysis Report
Nothing to report
- ii. Landscaping/Fencing
Commissioner Hjerpe informed the Board that at this time it was decided to leave the landscaping and fencing as is and to revisit it again in the future as needed.

5. FINANCIALS

- a. Deposits

Total deposits of \$6,564.44

President McMullen asked about the payment from the City of Winters. Assistant Chief Heins informed the Board that Winters billed Hay Kingdom's insurance company and received payment for the mutual aid provided by outside agencies. He told the Board that West Plainfield responded three times and the deposit reflects these responses. He also told the Board that the volunteers assigned to those incidents will be paid per Board policy.

President McMullen asked about the YCPARMIA reimbursement. Assistant Chief Heins informed the Board that this payment is the last payment for the Lieutenant who was injured on duty. He reminded the Board that this employee was not able to return to duty and his last day on our books was April 3, 2019. AC Heins told the Board that this employee's injury payment did continue through June 19, 2019.

- b. Financial Reports:
Fire Chief Rita informed the Board that the financial reports presented do not reflect the end of budget year 2018 - 2019 final report. She told the Board that as soon as the final report is available it will be presented to the Board.

6. **NEW BUSINESS**

- a. Discussion/Action – Volunteer Application

Motion by: Commissioner Yeager
2nd: Commissioner Hjerpe

To approve the Volunteer applicant.

Passed: Unanimously

7. **OLD BUSINESS**

- a. Fire District Website Update

Assistant Chief Heins informed the Board that the website is currently up and running. There still needs to be training of the Chief and Clerk on how to upload documents but the district has until January 2020. AC Heins told the Board that this project has been delayed due to other pressing projects. Once these projects are completed, he will schedule the training. AC Heins reminded the Board that this requirement is in response to legislation passed by the state (AB2257).

8. **CHIEF'S REPORT**

Chief Rita informed the Board of the following:

- Yolo County Chiefs will meet with the County Chief Administrative Officer and receive a presentation that will be given to the County Board of Supervisors regarding the need for long term planning for fire districts.

Motion by: Commissioner Yeager
2nd: Commissioner Hjerpe

To Empower the District Funding and Development Committee (Beoshanz, Chair Yeager) to write a letter, to the County Board of

Supervisors, regarding the presentation given to the Yolo County Fire Chiefs on behalf of the WPPFD Board.

Passed: Unanimously

- The Winters Fire Department has asked if we would be interested in helping with staffing their OES Engine. Chief Rita told the Board the AC Stiles and AC Heins are working out the details. The Chief will bring back information as it becomes available.
- Chief Rita informed the Board that AC Stiles has retired from the UCD Fire Department and would like to respond as a Strike Team Leader in our utility. She told the Board that by doing so it would bring in revenue to the District.
- The newest Brush Truck, Brush 30, is now in service and is in the bay if the members would like to look at it after the meeting.
- The old Grass 30 has been taken out of service and will go to auction once all of the equipment is removed.

9. ASSISTANT CHIEF REPORT

Assistant Chief Heins informed the Board of the following:

- Continuing to work on grants. Will be giving Yocha Dehe the final report for the \$147,000 Brush Truck grant. He has the majority of work completed for the new requests
- Continues to coordinate negotiations with Indian Health Services for impacts of the Sacred Oaks project
- Was the training presenter at the last drill. The topics were District familiarization, member wellness and the District's Injury Illness Prevention Program.
- Submitted our renewal application for EMT Continuing Education to YEMSA
- Submitted reimbursement request to Winters for the Hay Kingdom Fires
- Continue working on documentation for accounting of the brush truck builds

10. VOLUNTEER ACTIVITIES REPORT

The new Association President, Jon Lee, introduced himself and informed the Board of the following:

- The Association will be hosting and providing the meal for the Yolo County Fire Chief's meeting
- The Association will be preparing and serving lunch for a hunter safety class being presented by one of our volunteers and he will be donating the proceeds from the class to the Association

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, the budget was approved at the last meeting
- iii. Personnel Committee Report (Chair Hjerpe, Guarino) – No meeting, no report
- iv. District Funding and Development Committee (Beoshanz, Chair Yeager) No meeting, no report
- v. IHS/Sacred Oaks Committee (Chair McMullen, Guarino) The Committee met with the IHS engineering company, RFE Engineering, and they have included our comments/corrections into the meeting notes. It was decided to form an Ad Hoc Committee for the IHS Engineering Committee to deal

solely with the engineering report. President McMullen appointed Commissioners Yeager, Chair and Hjerpe.

12. **TRAINING LIASION REPORT**

Nothing new to report.

13. **FIRE PREVENTION LIASION REPORT**

President McMullen asked about the status of Weed Abatement. AC Heins stated that deficiency letters will be going out soon.

14. **FACILITIES/EQUIPMENT LIASION REPORT**

Nothing to report.

15. **MINUTES**

a. Approval of June 18, 2019 Board Meeting Minutes.

Motion by: Commissioner Yeager
2nd: Commissioner Beoshanz

Passed: Unanimously

16. **CLERKS' REPORT**

Nothing to report.

17. **OPEN FORUM**

President McMullen has asked that Assistant Chief Stiles, Operations be added to the agenda as item 9a and Assistant Chief Heins, Administration as item 9b.

AC Stiles informed the Board that now that the Brush trucks are completed, he will be starting the Water 230 re-power/refurbishment project. He also informed the Board that Willow Oak Fire will be taking one of their engines out of service and he is in negotiations to request it be donated to West Plainfield to allow us to have a Type 1 engine during our repower of Engine 30 when the time comes. AC Stiles informed the Board that the Davis Fire Department has hired an internal Fire Chief, Joe Tennie.

18. **CALENDAR**

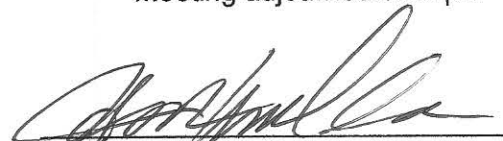
The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday August 20, 2019 at 7:00 pm.

Motion by: Commissioner Yeager
2nd: Commissioner Hjerpe

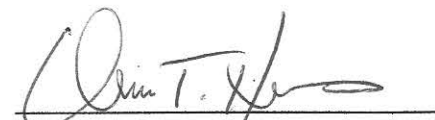
To adjourn.

Passed: Unanimously

Meeting adjourned 8:20 pm



President



Clerk