



West Plainfield Fire Protection District
24901 County Road 95, Davis, CA 95616 (530) 756-0212

BOARD OF COMMISSIONERS – REGULAR MEETING
March 15, 2022 at 7:00 PM

To be Held In Person
Lillard Hall
24905 County Road 95
Davis, CA 95616

1. Call the Meeting to Order and Establish Quorum (President McMullen)
2. Public Comment
3. Old Business
 - a. Update – Weed Abatement (BC Wilson – see report)
 - b. Update – Yolo County Fire Sustainability Committee (AC Stiles)
4. Lillard Hall
 - a. Manager Report (Hall Manager Gonzalez)
5. New Business
 - a. Discussion / Action (AC Stiles) (Page 3)
 - i. Approve sale of 1997 F-350 for \$10,000 to Russell Hatanaka
 - ii. Approve sale of GMC for \$7,500 to Jason Johnson
 - iii. Discuss sale of 2nd 1997 F-350 for \$10,000 to Russell Hatanaka
 - b. Discussion / Action – Resolution re Criminal History Access (DOJ/FBI) – Resolution 22-01 (Chief Rita) (Page 4)
 - c. Discussion / Action – Draft Joint Operations Agreement with Willow Oak Fire Protection District – staff recommendation: after any suggested changes, send for Review to County Counsel and Insurance Carrier (Chief Rita) (Pages 5-10)
 - d. Discussion / Action - Volunteer Applications (BC Wilson – see report)
 - e. Discussion / Action – Standing Committees – Reports
 - i. Budget and Benefits Committee – **Yeager**, Guarino
 - ii. Personnel Committee – **Hjerpe**, Yeager
 - iii. District Funding and Development Committee - **Guarino**, Amy
 - iv. Lillard Hall Committee – **Amy**, Hjerpe
 - f. Discussion / Action – Ad Hoc Committee Reports
 - i. LAFCO – **Guarino**, Yeager
 - ii. Solar – **Guarino**, Hjerpe
 - iii. Landscaping – **Yeager**, Guarino

- iv. Inspection Fees – **Yeager**, Amy
 - g. Discussion / Action – Liaison Reports
 - i. Fire Prevention / Investigation – McMullen
 - ii. Training – Yeager
 - iii. Large Equipment / Facilities – McMullen
 - iv. IHS - McMullen
- 6. Fire Chief's Report (Chief Rita)
- 7. Battalion Chief's Report (BC Wilson) (Pages 11-12)
- 8. Fire Fighter's Association Report (Jon Lee)
- 9. Clerk's Report (Interim Clerk Rita)
 - a. Discussion / Action – West Plainfield Fire Protection District Bill Review/Approval (Page 13)
 - b. Approval of Prior Board Meeting Minutes (Interim Clerk Rita)
 - i. Regular Meeting – February 15, 2022 (Pages 14-19)
 - ii. Special Meeting – February 28, 2022 (Page 20)
- 10. Open Forum
- 11. Next regular Board meeting on April 19, 2022, unless another date is agreed upon
- 12. Meeting Adjourned (President McMullen)

OFFERS FOR WPL SURPLUS EQUIPMENT – F-350 & GMC

1997 F-350

Begin forwarded message:

From: Russell Hatanaka <r.grant525@gmail.com>
Date: March 4, 2022 at 10:47:05 AM PST
To: dstiles@westplainfieldfire.com
Subject: 1997 f350 bid

Russell Hatanaka
Bid \$10,000.00 on 1997 Ford F-350
Will also buy both if available. 530-681-8273 thank you

Sent from my iPhone

GMC

Begin forwarded message:

From: Jason Johnson <jjohnsonhay@gmail.com>
Date: March 4, 2022 at 10:41:44 AM PST
To: dstiles@westplainfieldfire.com
Subject: Gmc fire truck

Jason Johnson placing bid \$7500 for gmc

530-681-9745



West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

RESOLUTION NO. 22-01 Criminal History Access

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) authorize cities, counties, districts and joint powers authorities to access state and local summary criminal history information for employment, licensing or certification purposes; and

WHEREAS, Penal Code Section 11105(b)(11) authorizes cities, counties, districts and joint powers authorities to access federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) requires that there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) requires the city council, board of supervisors, governing body of a city, county or district or joint powers authority to specifically authorize access to summary criminal history information for employment, licensing, or certification purposes.

NOW THEREFORE, BE IT RESOLVED, that the West Plainfield Fire Protection District is hereby authorized to access state and federal level summary criminal history information for the employment purposes of all District positions (including volunteers and contract employees) and may not disseminate the information to a private entity; and

BE IT FURTHER RESOLVED that the District shall not consider a person who has been convicted of a violent or serious felony or misdemeanor eligible for employment (including volunteers and contract employees if applicable).

The Clerk of the of West Plainfield Fire Protection District shall certify as to the adoption of this Resolution.

CERTIFICATION: PASSED, APPROVED, AND ADOPTED on March 15, 2022.

AYE:

NO:

Board Clerk

MASTER AGREEMENT BETWEEN WILLOW OAK FIRE PROTECTION DISTRICT AND THE WEST PAINFIELD FIRE PROTECTION DISTRICT FOR THE PURPOSE OF PROVIDING RECIPROCAL FIRE PROTECTION AND RELATED SERVICES UNDER THIS JOINT OPERATIONS AGREEMENT

THIS AGREEMENT is made and entered into this date _____ of _____, 2022 by and between the Willow Oak Fire Protection District, a Dependent fire district, and the West Plainfield Fire Protection District, a Dependent fire district (individually "Party", jointly "Parties" or "Departments"). This Agreement shall be known as the Master Joint Operations Agreement ("JOA") and shall be the basis for cooperation in the provision of fire and emergency services between all Parties.

RECITALS

WHEREAS, the Parties seek to enter into a JOA which works in conjunction with Yolo County Fire Services Mutual Aid Agreement and to establish a foundation for greater cooperation among the parties in the provision of fire protection and emergency medical services;

WHEREAS, rapidly providing apparatus and personnel, regardless of jurisdiction, and providing prompt, efficient non-emergency services provides a higher level of service to the citizens and visitors of all jurisdictions and is in all Parties' best interest; and

WHEREAS, through each party's participation in the JOA, significant improvements in training, safety and supervision, and standardization of equipment, where feasible, resulting in overall greater efficiency in the delivery of fire protection and related services to the citizens, businesses and visitors within the communities served by each Party.

AGREEMENTS

NOW, THEREFORE, pursuant to the authority granted by California Government Code 6502 and 55632 and Health & Safety Code §13050, and in consideration of the mutual promises and obligations as set forth herein, the Parties hereby agree that a JOA between the Willow Oak Fire Protection District and the West Plainfield Fire Protection District is hereby established as follows:

1. INTENT

- A. It is the intent of all Parties to this JOA to continually seek out and employ joint methods, practices, policies and/or procedures that will maintain or improve the safety and levels of emergency and fire prevention services provided to the citizens of and visitors to the communities each Party serves. Further, it is the intent of the Parties to improve existing practices to assure the highest levels of employee and volunteer safety, efficient and safe emergency operations, administrative efficiency, and cost effectiveness in the delivery of fire protection and EMS and other emergency services.
- B. In support of the intent of this JOA, all Parties agree that operational joint methods and policies that are adopted under this JOA be fully implemented by all Parties.

2. RESPONSE TO INCIDENTS

- A. The Parties agree that the Parties' Fire Chiefs, and/or his/her authorized designees or successors shall jointly establish written protocols for the deployment of fire engines and personnel to emergency incidents within each Party's jurisdiction. Such protocols may include the dispatch of resources to emergencies based upon the quickest response times to the incident, regardless of jurisdiction.

- B. The Parties further agree that the Parties' Fire Chief's, and/or his/her authorized designees or successors shall jointly establish written protocols for the purpose of maximizing the fire protection coverage of the jurisdictions through the repositioning of engines in events where normally staffed engines are otherwise committed to incidents for extended periods of time.
- C. The Parties' Fire Chiefs and/or his/her authorized designees or successors shall jointly review the written protocols annually, or when staffing or other resource changes may negatively impact a protocol, to ensure that no party is overly burdened by responses outside of its jurisdiction.

3. JOINT COMMAND AND SUPERVISION OF FIRE DISTRICTS

- A. The Parties' Fire Chiefs, and/or his/her authorized designees or successors shall establish written protocols for joint or unified command including the shared supervision and incident command of emergency personnel and resources by the Parties chief officers and/or captains. Such protocols may include, but are not limited to, a provision for the assignment of shift supervision and the assignment of incident command responsibilities to establish joint supervisory resources between the Parties.
- B. The Parties officers serving in the capacity of joint or unified command, including assigned supervision of another Party's employees, shall be entitled to exercise the power and authority as if such officer was an officer employed by all Parties, except as to discipline, as defined below in subsection (C), which shall be exclusively administered by the employing agency. The Parties' officers serving in the capacity of joint or unified command shall also be entitled to the immunities set forth in state and/or federal law for all decisions and actions taken while serving in such capacity.
- C. For the purposes of this JOA, discipline is defined as a formal or adverse action resulting in a punitive punishment (e.g., written reprimand, suspension without pay, demotion, reduction of pay or dismissal) for an employee. Officers may, subject to the policies of and at the discretion of, the Fire Chief of the employing agency, conduct investigations on behalf of that agency, to include a finding of the facts. Discipline, as herein defined, shall only be administered by the employing agency pursuant to its policies and procedures.

4. COMMON OPERATIONS TRAINING, STANDARDS GUIDES AND STANDARD EVOLUTIONS

- A. The Parties' Fire Chiefs, and/or his/her authorized designees or successors shall develop, maintain, and periodically update a written common set of Standard Policies, Operating Guides, Standard Evolutions and Operating Training Standards. These common processes shall be universally implemented by all uniformed members of each Party.

5. JOINT USE OF PERSONNEL

- A. The Parties shall mutually, upon request of another Party to this JOA, and subject to availability of appropriate personnel, assign firefighters to staff the fire stations and/or equipment of the other Party. Firefighters staffing such request shall respond equipment of the other Party to incidents as may occur, in the same manner as if the station and equipment were staffed by the requesting Parties' personnel. During times when personnel are so assigned, they shall be under the control and direction of the requesting Party.
- B. A Party's Fire Chief or his/her designee may accept a request to provide a Strike Team. At no time will staffing within the Parties jurisdictions be compromised for Strike Team assignments. Strike Team responses may include co-staffing from the Parties.
- C. Each Party shall procure and maintain for the duration of the JOA, workers' compensation insurance or self-insurance, in compliance with Section 8 below, covering that Party's employees/personnel. At no time shall any Party be responsible for obtaining workers' compensation insurance for another Party's employee, and shall therefore not be subject to civil, criminal, or other penalties for failure to obtain workers' compensation coverage

in the event of injury or illness to another Party's employee suffered in the course of providing services under this JOA.

- D. A requesting Party shall be responsible for reimbursing the Party providing any personnel the cost of such personnel, including without limitation, wages and related benefits including workers compensation insurance and employee taxes. For Strike Team requests, the requesting Party shall be responsible for requesting payment that accounts for all costs for the assignment of personnel within sixty (60) days following the termination of the use of those personnel. The requesting Party shall make payment to the other Party within a reasonable period of time from receipt of the request for payment. For all other requests, the Party providing personnel shall invoice the requesting Party within forty-five (45) days following the termination of the use of those personnel and payment by the requesting Party shall be presented for payment within forty-five (45) days of receipt of invoice.

6. AREAS OF COOPERATION INVOLVING LESS THAN THE ENTIRE MEMBERSHIP OF THE JOA

- A. Nothing in this JOA shall preclude the Parties from entering into separate contracts or sub-agreements in furtherance of this agreement or adopting policies or protocols outside of this agreement. Such policies or protocols, or contracts or sub-agreement shall not be detrimental to the JOA or any Party to the JOA and, may include but not be limited to: public and firefighter safety; training; fire prevention; public education; equipment standardization; joint use of facilities; or equipment or provision or cost sharing of operations; administrative or management services; or other administrative or support staff.

7. INDEMNITY

- A. No Party, nor any officer or employee of a Party, shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by another Party under or in connection with this JOA. The Parties further agree, pursuant to Government Code Section 895.4, that each Party shall fully indemnify and hold harmless each other Party and its agents, officers, employees and contractors from and against all claims, damages, losses, judgments, liabilities, expenses and other costs, including litigation costs and attorney fees, arising out of, resulting from, or in connection with any work delegated to or action taken or omitted to be taken by such Party under this JOA. In no event, except for any claim, demand, liability, loss or damage arising out of or resulting from any action taken or not taken by one Party at the direction of its directors, officers, or employees of management or administrative responsibility, which is knowingly or intentionally taken or not taken with conscious indifference to the consequences thereof or with the intent that injury or damage would result or would probably result therefrom, shall a Party be liable to any other Party for any indirect or consequential damage claim, demand, liability, loss, expense (including attorney's fees), or damage arising out of or in any way connected with this JOA, including any negligence in connection therewith.

8. INSURANCE

- A. As a material condition of this JOA, all parties shall maintain insurance or lawful self-insurance meeting the following standards. Evidence of such coverage shall be provided promptly upon request of another Party to this JOA:

WORKERS COMPENSATION AND EMPLOYERS' LIABILITY

1. Workers' Compensation coverage with a statutory limit as required by the Labor Code of the State of California.
2. Employers Liability with limits of \$1,000,000 per accident.
3. Thirty (30) days' prior written notice of cancellation or material change must be provided to other parties of this JOA.
4. The coverage shall provide a Waiver of Subrogation endorsement in favor of the other parties, their officers, officials, employees, agents, and volunteers for losses arising from work performed under this JOA.

GENERAL LIABILITY

1. Commercial General Liability Coverage no less broad than ISO form CG 00 01.
2. Minimum Limits; \$5,000,000 per Occurrence; \$10,000,000 General Aggregate.
3. Each Party and its officers, agents, employees and volunteers must be endorsed as an additional insured for the liability arising out of ongoing operations by or on behalf of the other Party.
4. The policy definition of "insured contract" must include assumptions of liability arising out of both ongoing operations hazard ("f" definition of insured contract in ISO form CG 00 01, or equivalent).
5. The coverage provided to each Party and its officers, agents, employees and volunteers as an additional insured must be primary and non-contributory with respect to any insurance or self-insurance program maintained by the other Party.
6. Thirty (30) days' prior written notice of cancellation or material change must be provided to the other parties of this JOA.

VEHICLE LIABILITY

1. Minimum Limit: \$1,000,000 combined single limit per accident.
2. Coverage must apply to all owned, hired and non-owned vehicles.
3. Each Party and its officers, agents, employee and volunteers must be endorsed as an additional insured for the liability arising out of ongoing operations by or on behalf of the other Party, or copies of the applicable coverage language effecting the coverage required by this clause.
4. The coverage provided to each Party and its officers, agents, employees, and volunteers as an additional insured must be primary and noncontributory with respect to any insurance or self-insurance program maintained by the other Party.
5. Thirty (30) days prior written notice of cancellation or material change must be provided other parties to this JOA.

9. ADDITIONAL PARTIES

- A. Other Yolo County fire agencies may make a written request to the existing JOA Parties to become a party to the JOA. The request shall indicate a commitment to the intent of the JOA and all its provisions and shall be executed by modification or amendment of this JOA, approved and executed by all Parties.

10. TERM OF THIS JOA

- A. The term of this JOA shall commence once all named parties have executed this JOA and shall remain in effect unless terminated by the mutual written consent of all Parties.

11. WITHDRAWAL OR TERMINATION FROM THE JOA

- A. A Party to this JOA may withdraw from the JOA without penalty with one hundred and eighty days written notice to the other Parties. The withdrawing Party shall perform all obligations under this JOA until the noticed date of withdrawal

12. RELATIONSHIP OF PARTIES

- A. The Parties agree that by this JOA they do not intend to provide for the creation of an agency or entity which is separate from the Parties pursuant to Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code, relating to the joint exercise of powers.
- B. Each Party shall be individually responsible for its own covenants, obligations, and liabilities under this JOA. No Party shall be under the control of or shall be deemed to control any other Party or the Parties collectively. No Party shall be the agent of or have the right or power to bind any other Party without such Party's express written consent, except as expressly provided in this JOA.

13. NO THIRD-PARTY BENEFICIARIES

- A. This JOA shall not be construed to create any third-party beneficiaries and is for the sole benefit of the Parties and shall not be construed as granting rights to any person other than the Parties or imposing obligations on any person other than another Parties.

14. GOOD FAITH

- A. Subject to the right of a Party to withdraw or terminate its membership in the JOA, each Party shall use its best efforts and work wholeheartedly and in good faith to implement the JOA and satisfactorily perform the terms and provisions contained herein. The Parties understand that not doing so will impede the ability to provide effective joint delivery of service.

15. COUNTERPART EXECUTION.

- A. This JOA may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

16. INVALIDITY OF ANY TERM NOT TO INVALIDATE THE ENTIRE JOA

- A. In the event that any of the terms, covenants or conditions of this JOA or the application of any such term, covenant or condition shall be held invalid as to any Party, person or circumstance by any court of competent jurisdiction, all other terms, covenants or conditions this JOA and their application shall not be affected thereby, but shall remain in full force and effect unless any such court holds that those provisions are not separable from all other provisions of this JOA.

17. NOTICES

- A. All notices required in this JOA shall be in writing and shall be sent via electronic mail and United States mail, postage prepaid, addressed to the Fire Chiefs of all Parties.

18. GOVERNING LAWS

- A. Except as otherwise required by law, this JOA shall be interpreted, governed by, and construed under the laws of the State of California.

19. COVENANT OF FURTHER ASSURANCES

- A. The Parties agree that subsequent to the execution and delivery of this JOA, and without any additional consideration, they shall perform such further acts and shall execute such additional documents as are reasonably necessary and appropriate to fulfill the intent of the parties under this JOA and to affect any necessary corrections thereto (as may be requested from time to time).

20. MODIFICATION OF AGREEMENT

- A. This JOA may be modified or amended only by a subsequent written agreement approved and executed by all Parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

WILLOW OAK FIRE PROTECTION DISTRICT

Name

Date

Title

WEST PLAINFIELD FIRE PROTECTION DISTRICT

Name

Date

Title

DRAFT

Battalion Chief Report



Date: March 15, 2022

Eric L. Wilson, Battalion Chief

Calls for Service (02/15/22-03/09/22) 16 responses

Significant Responses

02/20/22 Mutual Aid Structure Fire Dixon Fire Department - Kobert Road

03/07/22 Mutual Aid Structure Fire Willow Oak Fire Protection District - County Rd 95

Weed Abatement

- Weed abatement postcards were mailed out to all parcels in the Fire District on March 8.
- Firefighter Lee has been directed that we will begin property inspections the first to second week of April to allow residents to complete their normal annual weed abatement prior to our starting inspections. We remain on schedule to have all weed abatement prior to the first of July.

Volunteers

- No applications during this period.

Admin Matters

- Engine 230 has been promised to Sutter Basin Fire Protection District. Assistant Chief Stiles will have more info into the transfer of ownership process.
- BC Wilson has been in contact with the California Department of Justice regarding our eligibility to request Live Scans on new and potential career and volunteer applicants.

Sacred Oaks

- Monthly billing was submitted at beginning of March for our contracted monitoring service.
- Quarterly fire inspection is scheduled for March 24th. AMR Yolo County Operations Manager Jill Vincent and her field supervisors are also going to attend to allow for an orientation for their personnel prior to Sacred Oaks pending opening. No dates at this time for their occupancy start date, but should have info following the meeting on the 24th.

Airport

- Nothing to report

Personnel

- Nothing to report



West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

March 15, 2022

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:

Allstar Fire Equipment	180.07
ATT (CalNet)	43.92
ATT (FirstNet)	216.20
Clark Pest Control	110.00
Failsafe Testing	831.50
InterState Oil	1,809.54
LEAF	220.73
PGE	700.00
Pisani's Auto Parts	488.29
Recology	380.22
US Bank	343.37
Wizix	33.84
Woodland Clinic	127.00
Woodland & Davis Garage Door	1,432.50

Total: \$6,917.18



MINUTES - BOARD OF COMMISSIONERS – REGULAR MEETING
February 15, 2022 at 7:00 PM

Held via Video and Teleconference

Remote Meeting Locations: 26213 County Rd 96, Davis, CA 95616
 25258 County Road 95, Davis, CA 95616
 34791 Creeksedge Road, Davis, CA 95616
 37007 Russell Boulevard, Davis, CA 95616

1. Call the Meeting to Order and Establish Quorum (President McMullen)

Meeting called to order at 1902 hours by President McMullen. The Board Clerk called roll and established a quorum:

Commissioner Yeager:	Present
Commissioner Hjerpe:	Absent
Commissioner Guarino:	Present
Commissioner Amy:	Absent
Commissioner McMullen:	Present

Commissioner Hjerpe joined the meeting at 1905 hours.

Also present were: AC Stiles, BC Wilson, Captains Bravo and Fish, Firefighter and Volunteer Association President Lee, and candidate Anthony Brown.

2. Public Comment - None

3. Old Business

a. Update – Weed Abatement (BC Wilson)

BC Wilson reported that he had received the new mailing list from the County, that the Chief's letter re abatement will be updated on the webpage, and the goal for getting the mailings done was early March. BC Wilson also anticipates getting Yolo County more involved with respect to necessary abatements as they are identified.

b. Update – Yolo County Fire Sustainability Committee (AC Stiles)

AC Stiles reported that the County continues to wait for the LAFCO report before making additional decisions regarding funding, ongoing or otherwise. Further, the County has finally received some response to its request for proposals for the 218-feasibility study: updating current benefit amounts and putting new 218s in place in Districts that do not already have one.

4. Lillard Hall

a. Manager Report (Hall Manager Gonzalez)

Manager Gonzalez was not present; but the Board members reviewed her written report.

b. Informational: Draft Minutes – Meeting – January 4, 2022

Interim Clerk Rita advised the Board that the draft of the committee meeting minutes was presented for information purposes only and to guide the discussion regarding Item 4.c. below.

c. Discussion / Action - (Hall Manager Gonzalez)

i. Approve Changes to Lillard Hall Use and Rental Policies

Hall Manager Gonzalez was not present; so, Commissioner Amy gave a brief rundown of the proposed changes.

Motion: Approve changes as presented
By: Yeager
Second: Guarino
Discussion: None
Roll Call: Yeager, Aye
Hjerpe, Aye
Guarino, Aye
McMullen; Aye
Passed: Unanimously

5. New Business

a. Discussion / Action – Closed Session (Commissioner Guarino)

i. Interview / Hire for Soon to be Open Career Company Officer Position – Recommended Candidate

- 1. Close Session – at 1940 hours**
- 2. Open Session – at 1956 hours**
- 3. Report out of Closed Session**

President McMullen reported out of closed session that Candidate Brown's name has been placed at the top of the hiring list, to be offered our next open position at the rank of Captain.

b. Discussion / Action (AC Stiles and/or BC Wilson)

i. Approve Transfer of E230

AC Stiles confirmed that Robbins Sutter Basin would like to take the engine; Willow Oak has also approved, as no department in

Yolo County wanted to take it. By consensus, the Board agreed to the transfer of E230 the Robbins Sutter Basin.

ii. Update on Disposition of Remaining Surplus Engines

AC Stiles confirmed that we would need to find private buyers for the remaining surplus. Staff continues to work on finding buyers.

c. Discussion / Action – Fee for Fire Inspections (Chief Rita)

Chief Rita advised Commissioner Amy had requested that this item be added to the agenda. President McMullen assigned an Ad Hoc Committee: Yeager, chair, Guarino, Board member, and staff, to study the issue and make any recommendations to the Board.

d. Discussion / Action – Landscaping of Area East of Station (Commissioner Yeager)

Commissioner Yeager would like to see Bermuda grass planted, with a sprinkler system. President McMullen assigned an Ad Hoc Committee: Yeager, chair, Guarino, Board Member, and staff, to develop a plan and make recommendations to the Board.

e. Discussion / Action - Volunteer Applications (BC Wilson)

BC Wilson reported we had one applicant, who was a repeat applicant; but, after re-review, staff again declined to move the applicant forward to the Board.

Captain Bravo asked the President if now might be a good time to provide an update regarding grants submitted, as one had been submitted for personnel; the President approved. Captain Bravo reported that we had submitted a SAFER grant for personnel, no match by the District, for 24 reserve/volunteer firefighter positions. It would cover a 4-year period and provide: PPE, uniforms, pre- and post-medicals, and \$75 stipends. Captain Bravo reported that he just received information for the Cal Fire Volunteer Grant, which is usually for PPE, and will be preparing and submitting that soon.

f. Discussion / Action – Committee Assignments (President McMullen)

President McMullen reported that he had made new standing committee assignments, as follows:

Budget & Benefits Committee – **Yeager**, Guarino, Rita
Personnel Committee – **Hjerpe**, Yeager, Rita

Funding and Development Committee - **Guarino**, Amy, Wilson and
Bravo
Lillard Hall Committee – **Amy**, Hjerpe, Gonzalez

- g. Discussion / Action – Standing Committees – Reports (by Prior Members)**
- i. Budget and Benefits Committee – Hjerpe, Amy**
 - ii. Personnel Committee – Guarino, Amy**
 - iii. District Funding and Development Committee - Yeager, Hjerpe**
 - iv. Lillard Hall Committee – Yeager, Amy**

The Lillard Hall Committee members had nothing more to report; none of the other committees had met, so had nothing to report.

- h. Discussion / Action – Ad Hoc Committee Reports**
- i. LAFCO – Guarino, Yeager**
 - ii. Solar – Guarino, Hjerpe**

Neither committee had met, but Chief Rita had some updates.

LAFCO: there is a workshop scheduled at Willow Oak Station 6 focused on recommendations for West Plainfield, Willow Oak, and Yolo Fire for February 28. LAFCO representative Christine Crawford has provided an agenda for posting to allow all board members from each District to attend. Chief Rita reported that she would forward the necessary information to all the Board members.

Solar: staff continues to work on finding a company that can install it and has financing options.

- i. Discussion / Action – Liaison Reports**
- i. Fire Prevention / Investigation – McMullen**
 - ii. Training – Yeager**
 - iii. Large Equipment / Facilities – McMullen**
 - iv. IHS – McMullen**

None of the liaisons had anything to report.

6. Fire Chief's Report (Chief Rita)

Chief Rita reported that the FDAC annual conference was a go this year. She asked that any Board or staff member that was interested contact her as soon as possible, as the deadline was approaching for hotel reservations. This year's conference is in Napa, at the Napa Marriott from April 5 through April 8.

7. Battalion Chief’s Report (BC Wilson)

Association President Lee advised the Board that the Association would be holding a pancake breakfast this year, after all. The Association will also be holding a flea market as a fundraiser, “renting” spaces, currently set for April 9.

8. Clerk’s Report (Interim Clerk Rita)

a. Discussion / Action – West Plainfield Fire Protection District Bill Review/Approval

Interim Board Clerk Rita indicated she had provided the Board members with a revised coversheet for the bills. She noted that she had posted it online, as well.

Motion: Approve payment of bills as summarized on the revised bill coversheet
By: Yeager
Seconded: Guarino
Discussion: None
Roll Call: Yeager, Aye
Hjerpe, Aye
Guarino, Aye
McMullen; Aye
Passed: Unanimously

b. Approval of Prior Board Meeting Minutes (Interim Clerk Rita)

i. Regular Meeting – January 18, 2022

Motion: To approve the minutes as presented
By: Yeager
Seconded: Guarino
Discussion: None
Roll Call: Yeager, Aye
Hjerpe, Aye
Guarino, Aye
McMullen; Abstain
Passed: Unanimously, with one abstention

9. Open Forum

AC Stiles reported that the Department will be sponsoring Driver/Operator 1A and 1B classes in March; he will be the lead instructor and sessions will be split between West Plainfield and Willow Oak stations.

10. Next regular Board meeting on March 15, 2022, unless another date is agreed upon

Next regular meeting date confirmed for March 15, 2022.

11. Meeting Adjourned (President McMullen)

Motion: To adjourn
By: Yeager
Seconded: Guarino
Discussion: None
Roll Call: Yeager, Aye
Hjerpe, Aye
Guarino, Aye
McMullen; Aye
Passed: Unanimously

Meeting adjourned at 2045 hours.

President McMullen

Interim Board Clerk Rita



West Plainfield Fire Protection District
24901 County Road 95, Davis, CA 95616 (530) 756-0212

**MINUTES - SPECIAL MEETING / WORKSHOP
BOARD OF COMMISSIONERS
February 28, 2022 at 6:30 PM**

HELD AT REMOTE LOCATION – IN PERSON

**Willow Oak Park Hall
17535 County Road 97
Woodland, CA 95695**

Call to Order

1. **Public Comment**
2. **Conduct workshop regarding LAFCo Municipal Services Review draft shared services and governance recommendations:**
 1. **Welcome and Introductions**
 2. **FPD Service Areas Concept for Discussion**
 4. **Opportunities and Challenges**
 5. **Summary and Next Steps**

Present were:

Commissioners: McMullen, Yeager, Amy

Staff: Chief Rita, BC Wilson, Capt Bravo, Capt Osborn, and Capt Fish

LAFCO representative Christine Crawford had each member present introduce himself or herself, then proceeded with the presentation.

In addition to the West Plainfield Fire Board members, several Board members from Willow Oak Fire Protection District were present. The crew on duty at Willow Oak Station 7 was also in attendance.

After the presentation, Ms. Crawford opened the floor for discussion. Several of the commissioners present had questions. Ms. Crawford also solicited input from career staff present from both Districts.

Adjournment

The workshop adjourned at approximately 8:30 pm.

President

Board Clerk