

West Plainfield Fire Protection District

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

Minutes – May 21, 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 James McMullen. Present were:

Commissioners: James McMullen, Jim Yeager, Ed Beoshanz, Charles Hjerpe and Richard Guarino
Staff: Assistant Chief Bill Heins, Chief Cherie Rita and Clerk Sharon Grafton
Guests: President Volunteers Patrick Fish, Lt. Scott Bravo, Firefighter Beoshanz and Lt Candidate Michael Booth and Family

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 \$ 15,075.05.

Passed: Unanimously

6. NEW BUSINESS (Taken out of order)

b. Discussion/Action – New Hire Firefighter introduction/questions – appointment

It was decided that item 11a.iii Personnel Committee Report, would also be discussed under this item.

Assistant Chief Heins informed the board that this Personnel Committee met on May 13th to review the three remaining candidates for the open staff position. The Committee identified Mr. Michael Booth as the best candidate and recommend Mr. Booth to the Board for appointment of Lieutenant at \$22.50/hr. pending successful passing of his physical exam.

Assistant Chief Heins summarized his qualifications mentioning his paramedic background as well as his current position as trauma technician at UC Davis. He also stated that Mr. Booth has already trained as a relief firefighter at the station and will only need administrative training to be fully prepared for the position.

Motion by: Commissioner Yeager
2nd: Commissioner Hjerpe

To hire Michael Booth as Lieutenant at a rate of \$22.50 per hour.

Passed: Unanimously

3. **PUBLIC COMMENT**

No public comment.

4. **LILLARD HALL**

- a. Lillard Hall Business
None
- b. Lillard Hall Report
No comments.
- c. Lillard hall Committee Report Ad Hoc
No meeting. No report
 - i. Financial Analysis Report
Nothing to report
 - ii. Landscaping/Fencing
To be tabled until a meeting is rescheduled for discussion with the volunteers.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve item 4 Lillard Hall.

Passed: Unanimously

5. **FINANCIALS**

- a. Deposits
Total deposits of \$2,285.78
- b. Financial Reports
There were no questions.

By consensus the deposits and financial reports were accepted.

6. **NEW BUSINESS**

- a. Discussion/Action – Fire Commission Tour of Sacred Oaks
Assistant Chief Heins stated that the request for a tour of the Sacred Oaks facility has been granted and 6 dates given.

By consensus it was agreed to have Assistant Chief Heins contact the Commissioners and accept on of these dates for the tour. President McMullen also asked that he coordinate with the paid staff to join the tour with the Commissioners.
- b. Discussion/Action – New Hire Firefighter introduction questions - appointment
This item was taken out of order and already covered.
- c. Discussion/Action – Flooding Hazard on County Road 31 and 96
Commissioner Beoshanz stated that the intersection at County Road 31 and 96 was damaged during the flood and in need of repair. The Commissioners discussed and felt that this was not a fire department issue and suggested that the Commissioners visit the location and if they felt it appropriate to write a letter to the County as a private citizen.

7. **OLD BUSINESS**

- a. Fire District Website Update
Assistant Chief Heins informed the Board there is nothing new. Still working on going live and it can be viewed at WPFd.net. Currently about 95% complete but the deadline is January and we are well within the deadline for completion.
- b. Fire Station Structural Repair Update
Assistant Chief Heins informed the Board he had not be able to meet up with the structural engineer but that the issues seem to have stabilized.

8. **CHIEF'S REPORT**

Chief Rita informed the Board of the following:

- Yolo Chiefs meeting has no news on Prop 172 monies. Will update at next meeting. There are still two more months until budgets are approved by the county and worse case there may need to be an adjustment in the middle of the year regarding the 172 monies.
- Mark Krummenacker financial reports should be completed next week. She stated that once they are completed, she will all a meeting of the Budget Committee to prepare the budget for the next Board meeting.

9. **ASSISTANT CHIEF REPORT**

Assistant Chief Heins informed the Board of the following:

- Working on budget items for the Chief
- Finishing the Grant documentation for County and Yocha Dehe and will forward to Commissioner Yeager when complete.
- New hire review completed
- Completed the survey for Transparent California
- Attending airport advisory committee meeting. Asking for storage PODS for storage of emergency equipment on airport property. Positive meeting.
- Working on several building projects in the area. One was a final on a Mother-in-Law unit and the other was for a building at Yolo Canine Academy. Coordinating with Building officials and owner. The other is a submittal for a patio cover. Information shows that people are building in the area which is good.
- Weed abatement tours have started and most area residents have a handle on weeds.
- Working with Indian Health Services on tour for Commissioners.

10. **VOLUNTEER ACTIVITIES REPORT**

President Fish informed the board of several resent purchases.

- 12 hose clamps
- New Brush units have new iPad (3). One for B30, B230 and E30.
- New Dashboard displays around the station

President Fish stated that the volunteers would like the Commission to approve including the cost of ½ the Clamps in the future budget to reimburse the Volunteers for ½ of the cost of the Clamps.

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.
- b. Ad Hoc Committees
 - i. IHS/Sacred Oaks Committee (Chair McMullen, Guarino) – President McMullen informed the Board that the IHS has a consultant who will be getting more involved and will be contacting Assistant Chief Heins in the near future.

12. TRAINING LIASION REPORT

Nothing new to report.

13. FIRE PREVENTION LIASION REPORT

Already covered under Assistant Chiefs Report.

14. MAJOR EQUIPMENT LIASION REPORT

Nothing to report.

15. MINUTES

- a. Approval of April 16, 2019 Board Meeting Minutes.

Move to approve minutes as submitted.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

Passed: Unanimously

16. CLERKS' REPORT

Nothing to report.

17. OPEN FORUM

President McMullen informed the group of the passing of Chief William Powell. Services will be held in Dixon next week and he will be attending.

18. CALENDAR

The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday June 18, 2019 at 7:00 pm. Commissioner Yeager stated that he will not be able to attend. Commissioner Hjerpe stated he may not be able to attend either.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To adjourn.

Passed: Unanimously

Meeting adjourned 8:05 pm



President



Clerk