

West Plainfield Fire Protection District

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

**Minutes – November 17, 2020
West Plainfield Fire Protection District Board of Commissioners**

Held via Video and Teleconference

Remote Meeting Locations: 25258 County Road 95, Davis, CA 95616
34791 Creeksedge Road, Davis, CA 95616
25635 County Road 96, Davis, CA 95616
37007 Russell Boulevard, Davis, CA 95616
26213 County Road 96, Davis, CA 95616

1. CALL TO ORDER

The meeting was called to order at 7:01 pm by President McMullen and a quorum was established. Present were:

Commissioners: James McMullen, Ed Beoshanz, Jim Yeager, Richard Guarino and Charles Hjerpe
Staff: Fire Chief Cherie Rita, Assistant Chief Bill Heins, Captain Scott Bravo, Patrick Fish and Hall Manager Katelyn Sinclair
Guest: Brenda Gonzalez (joined 7:50)

2. PUBLIC COMMENT

There was no public comment.

3. NEW BUSINESS

- a. Discussion/Action – Fill Board Clerk Position
The Commissioners, AC Heins and Chief Rita moved into Closed Session at 7:15pm
CLOSED SESSION – 7:15PM to 7:50PM

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To appoint Brenda Gonzalez as the Board Clerk to the Commissioners of the West Plainfield Fire Protection District at a rate of \$18.50/hr. effective December 1, 2020.

President McMullen asked for a roll call.

Commissioner Hjerpe – Aye
Commissioner Yeager – Aye
Commissioner Guarino - Aye
Commissioner Beoshanz - Aye
Commissioner McMullen – Aye

Motion Passed 5.0

- b. Discussion/Action - Out of District Volunteer Applications
AC Heins noted that this item is to be a recurring agenda item each month but had inadvertently dropped off a couple meetings ago. There are no applicants at this time.
- c. Discussion/Action – Committees Standing and Ad Hoc Reassignment of Members
President McMullen assigned the following Liaisons effective December 1, 2020:

Utilities and Large Equipment Liaison– Ed Beoshanz
Fire Prevention Liaison – James McMullen
Training Liaison – Jim Yeager

Committees were reassigned as shown below effective December 1, 2020. Those in bold are the Committee Chairs.

Standing Committees

- (1) Benefits and Budget Committee – Hjerpe, **Guarino**
- (2) Personnel Committee – **Yeager**, Beoshanz
- (3) District Funding and Development Committee - **Yeager**, Hjerpe
- (4) IHS Committee - **McMullen**, Guarino
- (5) Lillard Hall Committee – Beoshanz, **Yeager**,

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To combine the Benefits and Budget Committee into one Committee.

President McMullen asked for a roll call.

Commissioner Hjerpe – Aye
Commissioner Yeager – Aye
Commissioner Guarino - Aye
Commissioner Beoshanz - Aye
Commissioner McMullen – Aye

Motion Passed 5.0

- d. Discussion/Action – Support for County Sales Tax Ballot Initiative
Chief Rita reminded the Board that in the October packet there was an explanation of what this tax was and possible uses for the funds. The main proposal was a .5 cent sales tax increase to be put on the ballot next year which would support the Fire Districts. The county’s Committee working on this wants to ensure that the Fire Districts will support any measure that is added to the ballot. The Committee would like to know the position of each district on this proposal.

Chief Rita asked if the Board of Commissioners for West Plainfield Fire Protection District would support a .5 cent sales tax if put on the ballot next year.

President McMullen stated that he felt that there was not enough information to make a decision and asked if this was a rural tax. Chief Rita confirmed that this was an unincorporated tax.

By consensus it was decided that the Chief go back to the County and request more information for the Board to be able to make an educated decision.

4. **LILLARD HALL**

a. Manager Report

Ms. Katlyn Sinclair informed the Board that during the department volunteer training it was found that one of the double doors to the hall is broken. She noted that AC Heins had told her it had been an ongoing problem and that the previous Hall Manager had received quotes to replace it. Ms. Sinclair noted that those quotes are now outdated and the same doors are not available any longer. She stated that she will be getting another quote to present to the Board at the next meeting. President McMullen reminded Ms. Sinclair that the doors would need to be equipped with panic hardware.

e. Discussion/Action Use of Hall by Non-Profits

This item was pulled by the proponent, Richard Guarino.

5. **OLD BUSINESS**

a. Update – Forced Abatements

(i) APN 037-110-005 – 26960 County Road 96

AC Heins noted that this was the property know as Fairfield School. The school has completed $\frac{3}{4}$ of the work and had some concerns over working on Russel Blvd. due to traffic. As of this date no further work has been done and he stated that he has not been able to reach them. AC Heins stated that staff recommends this property be moved to the next step in the process which is to collect costs and prepare a cost proposal and letter to be sent to the Davis Unified School District as the owner of the property.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To draft a cost proposal and notice for forced abatement for Davis United School District the owner of Fairfield School.

President McMullen asked for a roll call.

Commissioner Hjerpe – Aye
Commissioner Yeager – Aye
Commissioner Guarino – Aye
Commissioner Beoshanz - Aye
Commissioner McMullen – Aye

Motion Passed 5-0

b. Discussion/Action 24/7 Shift Schedule

AC Heins stated that there needs to be an official approval of the recommended shift schedule. The Chiefs have spoken to career staff and have recommended a 48/96 configuration. This will be the same as the majority of districts in Yolo County that are on 24/7 staffing.

AC Heins stated that this would go into effect depending on training and is projecting a December start date.

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To approve 24/7 staffing on a 48/96 schedule.

President McMullen asked for a roll call.

Commissioner Hjerpe – Aye
Commissioner Yeager – Aye
Commissioner Guarino – Aye
Commissioner Beoshanz - Aye
Commissioner McMullen – Aye

Motion Passed 5-0

- c. Update – W230 Replacement Update
Chief Rita stated that the new W230 is being inspected in South Dakota at the factory and anticipates delivery early December. Chief Rita stated that she would request that the Clerk work with the President to authorize the County to issue a warrant in the amount which was previously approved and give the check to the Chief in order to hand it to the Company at delivery. **By consensus** it was agreed that the check would be requested.
- d. Update – Weed Abatement Update
AC Heins stated that additional properties are still being inspected but due to the rain they will most likely be delayed. AC Heins stated that depending on the progress of some of these properties, they may be presented on the December Agenda. No action needed at this time. He noted that weed abatement may become year-round.
- e. Discussion/Action - Coverage by YCPARMIA for Utilization of Retired District Employees in Volunteer Non-Firefighter Capacity
AC Heins stated that he had received a response from YCPARMIA in the form of an email, which he shared. In summary, he noted that they stated that if the retired employee had been exposed to smoke or had respiratory issues and that was why they retired, they would not be covered even if they should return to office work. AC Heins stated that the two individuals considered for office work both had respiratory issues so they would not be able to return.

AC Heins also noted that YCPARMIA stated that there is not a volunteer resolution filed with them, which they would need if it is decided to bring anyone back from retirement. Chief Rita stated that she believed there was a resolution 2020-01 which had not been completed and filed. She will work with the Clerk to get this finalized.

6. APPROVAL OF PRIOR BOARD MEETING MINUTES

President McMullen asked the Clerk why the October 19, 2020 Special Board Meeting minutes had not been included for review and approval. Ms. Grafton stated that it had been an oversight and they would be included in the December agenda.

By consensus all agreed that the October 19th Special Board Meeting minutes would be added to the December agenda.

- a. Approval of October 20, 2020 Board Meeting Minutes.

Minor corrections were noted.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the minutes of October 20, 2020 as corrected.

President McMullen asked for a roll call.

Commissioner Hjerpe – Aye
Commissioner Yeager – Aye
Commissioner Guarino – Aye
Commissioner Beoshanz - Aye
Commissioner McMullen – Aye

Motion Passed 5-0

8. OPEN FORUM

- Commissioner Yeager informed the Board that he had been appointed to a Fire Council which had its first meeting. This Council would look at rescue of live stock in hills as one of the challenges.
- AC Heins thanked Clerk Grafton for all her service to the Fire District and wished her well. He stated that he appreciated all the work she had done over the years during her position as Board Clerk.
- President McMullen stated that the department has a concentrated entrance requirement to join the department but not much for those that leave the department. He stated that he would like to see a process in place for exit interviews and suggested the Personnel Committee do further research. AC Heins suggest that it may be better to have an Ad Hoc Committee spend some time in research and put together a policy.

President McMullen created the following Ad Hoc Committee:
Increase of Driver's in the District Committee – **Beoshanz, Hjerpe**

It was agreed that the Committee would consist of Commissioner Beoshanz who will Chair the Ad Hoc Committee and Commission Hjerpe. AC Heins as staff.

- Patrick Fish announce that he is now a resident of the district.

9. CALENDAR

The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday December 15, 2020 at 7:00 pm.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To Adjourn.

President McMullen asked for a roll call.

Commissioner Hjerpe – Aye
Commissioner Yeager – Aye
Commissioner Guarino – Aye
Commissioner Beoshanz - Aye
Commissioner McMullen – Aye

Motion Passed 5-0

Meeting adjourned 8:45 pm



President



Clerk