

West Plainfield Fire Protection District

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

BOARD OF COMMISSIONERS MEETING

April 17, 2018 at 7:00 PM

To be held at West Plainfield Fire Department
24901 County Road 95, Davis, CA 95616

1. Call the meeting to order
2. Review and Discussion of Bills
 - a. Approve Payment of Bills (Page 1)
3. Public comment
4. Lillard Hall
 - a. Lillard Hall Business
 - b. Lillard Hall Report (Page 2)
 - c. Lillard Hall Committee Report (Hjerpe, Guarino)
 - i. Financial Analysis Report
 - ii. Landscaping / Fencing
 - iii. BBQ pit bricks behind Lillard hall
5. Financials
 - a. Deposits (Page 3)
 - b. Financial Reports (Page 4 – 12)
6. New Business
 - a. Possible training – Cabin on corner of CR 27 and 96
 - b. Updated Apparatus Replacement Schedule
 - i. Discussion / Action - Review and Approval (Page 13)
 - ii. Discussion / Action - Approval to move ahead with G30 build, instead of B230
7. Old Business
 - a. Discussion/Action - B230 Build – Postpone?
 - b. Traffic issues on 96 (Page 14)
8. Chiefs Report
9. Assistant Chiefs Report
10. Volunteer Activities Report
11. Committee Reports
 - a. Standing Committees
 - i. Benefits Committee Report (Hjerpe, Guarino)
 - ii. Budget Committee Report (Yeager, Hjerpe)
 - iii. Personnel Committee Report (Hjerpe, Guarino)
 1. Discussion /Action – Recommendations in draft minutes of April 6, 2018, meeting (Page 15 & 16)
 - iv. Extended Coverage / Resident Firefighter Program Committee (Beoshanz, Yeager)
 - b. Ad Hoc Committees
 - i. Policy Review Committee (Beoshanz, Guarino)
 - ii. Monument Committee (Beoshanz, Yeager)
 - iii. Airport Service District Funding Committee (Yeager, Hjerpe)
12. Bureau of Indian Health Service (BIHS) Liaison Report
13. Training Liaison Report
14. Fire Prevention Liaison Report
15. Major Equipment Repair Liaison Report
16. Consent Calendar
 - a. Quarterly Personnel Responses Summary (Page 17 & 18)
 - b. Quarterly Incident Narratives (Page 19-22)
17. Minutes
 - a. Approval of March 20, 2018 Board Meeting Minutes (Page 23-27)
18. Clerk's Report
 - a. Discussion/Action – Personnel Evaluation– Sharon Grafton – Closed Session if requested
19. Open Forum
20. Calendar
 - a. The next regular scheduled Board meeting will be May 15, 2018 at 7:00 pm unless another date is agreed upon.

West Plainfield Fire Protection District

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

April 17, 2018

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:

ATT	\$ 62.76
Blake	104.10
Edwards	41.69
EverBank	139.45
PG&E	340.23
Pisani (Grant)	72.45
Pisani (Abbey)	8.03
Sterling May	18.75
US Bank	1,097.34
Waste Management	<u>394.63</u>
Total	\$ 2,279.43

* Not included in total

April 17, 2018

Lillard Hall Report

Deposit Income:	\$550.00	Duran party (I had quoted \$550 to him several months earlier)
	\$600.00	Borges party
	\$600.00	Alanis party
	\$100.00	Dog group – workshop
	\$400.00	April rent
	\$600.00	Ortiz party

Total:	<u>\$2,850.00</u>
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Deposit:	\$500.00	Duran party
	\$500.00	Borges party
	\$500.00	Alanis party
	\$500.00	Ortiz party
	\$500.00	Uribe party

Total:	<u>\$2,500.00</u>
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Expenses:	\$500.00	Duran – party refund
	\$184.10	Blake's Heating and Air – spring check up
	\$108.65	PG&E

Total:	<u>\$792.75</u>
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Balance:	\$20,354.32
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Jo Yeager

DEPOSITS – April 17, 2017

Total of 3 deposit totaling \$2,091.98

YCPARMIA – Reimbursement Temporary Disability \$652.00

YCPARMIA – Reimbursement Temporary Disability \$1,031.33

Lillard Hall – Reimbursement PG&E \$108.65

Trial Balance

GL291 - Date 04/13/18
Time 09:33

Company 1000 - YOLO COUNTY
Trial Balance
For Period 9 Through 9 Ending March 31, 2018

USD

Base Currency
Amounts
Fiscal Year 2018

1

Consolidated

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
100000-0000	CASH IN TREASURY	330,120.69			315,585.78
101000-0121	RC-WPF FPD CAP ASSET REPL	79,700.54	3,714.68	18,249.59	79,700.54
101000-0122	RC-WPF FPD ACCRUED LEAVE	22,172.06			22,172.06
111010-0000	PROP TAX REC-CURR SEC	142,659.43			142,659.43
111090-0000	PROP TAX REC-CURR SEC SUPPL	2,980.36			2,980.36
181100-0000	BUILDING & IMPROVEMENT	97,149.28			97,149.28
181200-0000	IMPRV OTHR THAN BLDG	27,567.00			27,567.00
181400-0000	EQUIPMENT	784,699.30			784,699.30
182100-0000	ACCUM. DEP-BLDG & IMPRV	87,224.83-			87,224.83-
182200-0000	ACCUM. DEP- IMPRV OTHR THAN BL	12,567.00-			12,567.00-
182400-0000	ACCUM. DEP-EQUIPMENT	566,033.46-			566,033.46-
300100-0000	NET INVESTMENT IN CAPITAL ASSE	243,590.29-			243,590.29-
300600-0001	FD BAL-ASSIGNED-CAP ASSET REPL	79,300.23-			79,300.23-
300600-0002	FD BAL-ASSIGNED-ACCRUED LEAVE	22,108.77-			22,108.77-
300600-0003	FD BAL-ASSIGNED-GEN RESERVE	149,825.00-			149,825.00-
300999-0000	UNASSIGNED	157,787.56-			157,787.56-
400100-0000	PROP TAXES-CURRENT SECURED	285,318.87-			285,318.87-
400101-0000	PROP TAXES-CURRENT UNSECURED	48,299.25-			48,299.25-
400111-0000	PROP TAXES-PRIOR UNSECURED	352.17-		19.26	371.43-
400700-0000	INVESTMENT EARNINGS-POOL	2,215.66-			2,215.66-
401061-0000	ST-HIGHWAY PROPERTY RENTALS	2.55-			2.55-
401240-0000	ST-HOMEOWNERS PROP TAX RELIEF	748.94-			748.94-
404117-0000	OTH MISC-INSURANCE PROCEEDS	9,908.69-		3,252.65	13,161.34-
404190-0000	OTHER MISC REVENUES	0.00		86.54	86.54-
405000-0000	SALE OF CAPTIAL ASSETS	3,175.00-			3,175.00-
500100-0000	REGULAR EMPLOYEES	107,470.71	13,142.77		120,613.48
500320-0000	OASDI	5,305.78	578.79		5,884.57
500330-0000	FICA/MEDICARE	1,240.88	135.36		1,376.24
500380-0000	UNEMPLOYMENT INSURANCE	500.17	31.10		531.27
500390-0000	WORKERS' COMP INSURANCE	5,000.00			5,000.00
501010-0000	CLOTHING & PERSONAL SUPPLIES	53.00	44.79		97.79
501020-0000	COMMUNICATIONS	92.48	74.02		166.50
501040-0000	HOUSEHOLD EXPENSE	3,297.65	429.24	246.00	3,480.89
501051-0000	INSURANCE-PUBLIC LIABILITY	5,000.00			5,000.00
501052-0000	INSURANCE-FIRE & EXTENDED	818.78			818.78
501053-0000	INSURANCE-OTHER	49.59			49.59
501070-0000	MAINTENANCE-EQUIPMENT	5,157.12	1,041.54		6,198.66
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	345.97-			345.97-
501080-0000	MED, DENTAL, & LAB SUPPLIES	1,992.34			1,992.34
501090-0000	MEMBERSHIPS	61.00			61.00
501100-0000	MISCELLANEOUS EXPENSE	128.35			128.35
501110-0000	OFFICE EXPENSE	299.35	247.94		547.29
501151-0000	PROF & SPEC SVC-AUDITG & ACCTG	6.93	150.00		156.93
501152-0000	PROF & SPEC SVC-INFO TECH SVC	1,930.35			1,930.35
501165-0000	PROF & SPEC SVC-OTHER	145.68			145.68
501190-0000	RENTS AND LEASES - EQUIPMENT	529.14			529.14
501205-0000	TRAINING	2,247.00	640.00		2,887.00
501210-0000	MINOR EQUIPMENT	9,945.22-	1,034.23		8,910.99-

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Trial Balance

GL291 - Date 04/13/18
Time 09:33

Company 1000 - YOLO COUNTY
Trial Balance
For Period 9 Through 9 Ending March 31, 2018

USD

Base Currency
Amounts
Fiscal Year 2018

2

Consolidated

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
501250-0000	TRANSPORTATION AND TRAVEL	544.74-			544.74-
501251-0000	TRASNP & TRAVEL-FUEL	1,058.69			1,058.69
501260-0000	UTILITIES	1,822.93	699.81	110.23	2,412.51
503070-0000	EQUIPMENT	1,118.11			1,118.11
503071-0000	EQUIPMENT-VEHICLE	46,919.51			46,919.51
*** Totals		0.00	21,964.27	21,964.27	0.00

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Balance Sheet

GL292 Date 04/13/18
Time 09:46

Company 1000 - YOLO COUNTY
Balance Sheet
For Period 9 Ending March 31, 2018

USD

Page 1

Fiscal Year 2018

Account Nbr	Description	Current Year	Previous Year	Change	Percent
6223	6223	W. PLAINFIELD FIRE DIST BAL SHT			
ASSETS	ASSETS				
CURR ASSETS	CURRENT ASSETS				
CASH	CASH				
CASH & INVEST	CASH & INVESTMENTS				
100000-0000	CASH IN TREASURY	315,585.78	208,674.90	106,910.88	51.2
101000-0121	RC-WPF FPD CAP ASSET REPL	79,700.54	136,779.71	57,079.17-	41.7-
101000-0122	RC-WPF FPD ACCRUED LEAVE	22,172.06	21,626.48	545.58	2.5
	Total CASH & INVESTMENTS	417,458.38	367,081.09	50,377.29	13.7
	Total CASH	417,458.38	367,081.09	50,377.29	13.7
RECEIVABLES	RECEIVABLES				
PROP TAX REC	PROPERTY TAX RECEIVABLES				
111010-0000	PROP TAX REC-CURR SEC	142,659.43	140,390.61	2,268.82	1.6
111090-0000	PROP TAX REC-CURR SEC SUPPL	2,980.36	2,709.64	270.72	10.0
	Total PROPERTY TAX RECEIVABLES	145,639.79	143,100.25	2,539.54	1.8
	Total RECEIVABLES	145,639.79	143,100.25	2,539.54	1.8
	Total CURRENT ASSETS	563,098.17	510,181.34	52,916.83	10.4
NONCURRASSTS	NON-CURRENT ASSETS				
CAPITALASSETS	CAPITAL ASSETS				
DEPRECIABLE	DEPRECIABLE				
181100-0000	BUILDING & IMPROVEMENT	97,149.28	97,149.28	0.00	
181200-0000	IMPRV OTHR THAN BLDG	27,567.00	27,567.00	0.00	
181400-0000	EQUIPMENT	784,699.30	650,385.81	134,313.49	20.7
	Total DEPRECIABLE	909,415.58	775,102.09	134,313.49	17.3
ACCUM DEPREC	ACCUMULATED DEPRECIATION				
182100-0000	ACCUM. DEP-BLDG & IMPRV	87,224.83-	86,096.83-	1,128.00-	1.3
182200-0000	ACCUM. DEP- IMPRV OTHR THAN BLDG	12,567.00-	11,317.00-	1,250.00-	11.0
182400-0000	ACCUM. DEP-EQUIPMENT	566,033.46-	528,754.96-	37,278.50-	7.1
	Total ACCUMULATED DEPRECIATION	665,825.29-	626,168.79-	39,656.50-	6.3
	Total CAPITAL ASSETS	243,590.29	148,933.30	94,656.99	63.6
	Total NON-CURRENT ASSETS	243,590.29	148,933.30	94,656.99	63.6
	Total ASSETS	806,688.46	659,114.64	147,573.82	22.4
LIAB&FUNDBAL	LIABILITIES AND FUND BALANCES				
LIABILITIES	LIABILITIES				
FUNDBALANCE	FUND BALANCE				
300600-0001	FD BAL-ASSIGNED-CAP ASSET REPL	79,300.23-	136,393.94-	57,093.71	41.9-
300600-0002	FD BAL-ASSIGNED-ACCRUED LEAVE	22,108.77-	21,565.49-	543.28-	2.5
300600-0003	FD BAL-ASSIGNED-GEN RESERVE	149,825.00-	149,825.00-	0.00	
300900-0000	CURRENT YEAR FUND BALANCE	154,076.61-	150,955.44-	3,121.17-	2.1
300999-0000	UNASSIGNED	157,787.56-	51,441.47-	106,346.09-	206.7
	Total FUND BALANCE	563,098.17-	510,181.34-	52,916.83-	10.4
NETPOSITION	NET POSITION				
300100-0000	NET INVESTMENT IN CAPITAL ASSETS	243,590.29-	148,933.30-	94,656.99-	63.6
	Total NET POSITION	243,590.29-	148,933.30-	94,656.99-	63.6
	Total LIABILITIES	806,688.46-	659,114.64-	147,573.82-	22.4
	Total LIABILITIES AND FUND BAL	806,688.46-	659,114.64-	147,573.82-	22.4

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Balance Sheet

GL292 Date 04/13/18
Time 09:46

Company 1000 - YOLO COUNTY
Balance Sheet
For Period 9 Ending March 31, 2018

USD

Page 2

Fiscal Year 2018

6223

6223

W.PLAINFIELD FIRE DIST BAL SHT

Account Nbr Description

Current Year

Previous Year

Change Percent

5

Income Statement

GL293 Date 04/13/18
Time 10:08

Company 1000 - YOLO COUNTY
Income Statement
For Period 9 Through 9 Ending March 31, 2018

USD

Fiscal Year 2018

Account Nbr	Description	Period Amount	Year To Date	Last Year Period	Last Year To Date
6223	6223	W. PLAINFIELD FIRE DIST BAL SHT		YOLOCOUNTY	
NETFUND/POST	NET FUND BALANCE				
REVENUES	REVENUES				
TAXES	TAXES				
PROPERTY TAX	PROPERTY TAX				
400100-0000	PROP TAXES-CURRENT SECURED	0.00	285,318.87-	0.00	280,781.17-
400101-0000	PROP TAXES-CURRENT UNSECURED	0.00	48,299.25-	101.83-	36,149.11-
400111-0000	PROP TAXES-PRIOR UNSECURED	19.26-	371.43-	15.54-	752.91-
400120-0000	SUPPLEMENTAL PROP TAXES CURR	0.00	0.00	5,093.88-	7,190.22-
	Total PROPERTY TAX	19.26-	333,989.55-	5,211.25-	324,873.41-
	Total TAXES	19.26-	333,989.55-	5,211.25-	324,873.41-
REVUSEMONEY	REVENUE FROM USE OF MONEY AND				
400700-0000	INVESTMENT EARNINGS-POOL	0.00	2,215.66-	0.00	892.83-
400725-0000	RENTS & CONCESSIONS - OTHER	0.00	0.00	0.00	310.00-
	Total REVENUE FROM USE OF MONE	0.00	2,215.66-	0.00	1,202.83-
INTGOVREVENU	INTERGOVERNMENTAL REVENUES				
STATAREV	STATE REVENUE				
401061-0000	ST-HIGHWAY PROPERTY RENTALS	0.00	2.55-	3.28-	3.28-
401240-0000	ST-HOMEOWNERS PROP TAX RELIEF	0.00	748.94-	0.00	748.49-
	Total STATE REVENUE	0.00	751.49-	3.28-	751.77-
	Total INTERGOVERNMENTAL REVENU	0.00	751.49-	3.28-	751.77-
CHG FOR SVCS	CHARGES FOR SERVICES				
403610-0000	OTH CHRGR FR SVC-FIREFGHTR SVC	0.00	0.00	0.00	3,508.13-
	Total CHARGES FOR SERVICES	0.00	0.00	0.00	3,508.13-
MISCREVENUES	MISCELLANEOUS REVENUES				
404117-0000	OTH MISC-INSURANCE PROCEEDS	3,252.65-	13,161.34-	0.00	0.00
404190-0000	OTHER MISC REVENUES	86.54-	86.54-	0.00	0.00
	Total MISCELLANEOUS REVENUES	3,339.19-	13,247.88-	0.00	0.00
OTHRFINANSRC	OTHER FINANCING SOURCES				
405000-0000	SALE OF CAPTIAL ASSETS	0.00	3,175.00-	0.00	0.00
	Total OTHER FINANCING SOURCES	0.00	3,175.00-	0.00	0.00
	Total REVENUES	3,358.45-	353,379.58-	5,214.53-	330,336.14-
EXPENDITURES	EXPENDITURES				
SALARY&BEN	SALARIES AND EMPLOYEE BENEFITS				
SALARY&WAGES	SALARY AND WAGES				
500100-0000	REGULAR EMPLOYEES	13,142.77	120,613.48	10,826.07	111,907.37
	Total SALARY AND WAGES	13,142.77	120,613.48	10,826.07	111,907.37
EMPBENEFITS	EMPLOYEE BENEFITS				
500320-0000	OASDI	578.79	5,884.57	671.21	6,938.24
500330-0000	FICA/MEDICARE	135.36	1,376.24	156.98	1,622.67
500380-0000	UNEMPLOYMENT INSURANCE	31.10	531.27	4.73	910.74
500390-0000	WORKERS' COMP INSURANCE	0.00	5,000.00	0.00	5,178.28
	Total EMPLOYEE BENEFITS	745.25	12,792.08	832.92	14,649.93
	Total SALARIES AND EMPLOYEE BE	13,888.02	133,405.56	11,658.99	126,557.30
SERVSUPPLIES	SERVICES AND SUPPLIES				
501010-0000	CLOTHING & PERSONAL SUPPLIES	44.79	97.79	0.00	272.44
501020-0000	COMMUNICATIONS	74.02	166.50	0.00	411.64
501040-0000	HOUSEHOLD EXPENSE	183.24	3,480.89	773.87	3,222.02
501051-0000	INSURANCE-PUBLIC LIABILITY	0.00	5,000.00	0.00	5,000.00
501052-0000	INSURANCE-FIRE & EXTENDED	0.00	818.78	0.00	883.40
501053-0000	INSURANCE-OTHER	0.00	49.59	0.00	84.23
501070-0000	MAINTENANCE-EQUIPMENT	1,041.54	6,198.66	243.31	3,873.54
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	0.00	345.97-	0.00	3,239.75

GL Commitment Analysis Report

GL298 Date 04/13/18
Time 10:50

Company 1000 YOLO COUNTY USD
GL Commitment Analysis Report - Commitment Analysis
Periods 1 - 9
Year 2018

Acct Unit 62235327518060 WEST PLAINFIELD FIRE DIST OPER Budget 1 Budget for fiscal year 20

Account	Expenditures	Encumbrances	Commitments	Total	Budget	Budget Balance
400100 0000	285,318.87-	0.00	0.00	285,318.87-	276,000.00-	9,318.87
PROP TAXES-CURRENT SECURED						
400101 0000	48,299.25-	0.00	0.00	48,299.25-	35,000.00-	13,299.25
PROP TAXES-CURRENT UNSECURED						
400111 0000	371.43-	0.00	0.00	371.43-	600.00-	228.57-
PROP TAXES-PRIOR UNSECURED						
400121 0000	0.00	0.00	0.00	0.00	500.00-	500.00-
SUPPLEMENTAL PROP TAXES PRIOR						
400700 0000	2,215.66-	0.00	0.00	2,215.66-	50.00-	2,165.66
INVESTMENT EARNINGS-POOL						
401061 0000	2.55-	0.00	0.00	2.55-	0.00	2.55
ST-HIGHWAY PROPERTY RENTALS						
401240 0000	748.94-	0.00	0.00	748.94-	0.00	748.94
ST-HOMEOWNERS PROP TAX RELIEF						
404117 0000	13,161.34-	0.00	0.00	13,161.34-	0.00	13,161.34
OTH MISC-INSURANCE PROCEEDS						
404190 0000	86.54-	0.00	0.00	86.54-	0.00	86.54
OTHER MISC REVENUES						
405000 0000	3,175.00-	0.00	0.00	3,175.00-	0.00	3,175.00
SALE OF CAPTIAL ASSETS						
500100 0000	120,613.48	0.00	0.00	120,613.48	144,100.00	23,486.52
REGULAR EMPLOYEES						
500110 0000	0.00	0.00	0.00	0.00	11,400.00	11,400.00
EXTRA HELP						
500120 0000	0.00	0.00	0.00	0.00	500.00	500.00
OVERTIME						
500160 0000	0.00	0.00	0.00	0.00	3,000.00	3,000.00
LEAVE BUYOUT						
500320 0000	5,884.57	0.00	0.00	5,884.57	11,000.00	5,115.43
OASDI						
500330 0000	1,376.24	0.00	0.00	1,376.24	2,500.00	1,123.76
FICA/MEDICARE						
500380 0000	531.27	0.00	0.00	531.27	1,074.00	542.73
UNEMPLOYMENT INSURANCE						
500390 0000	5,000.00	0.00	0.00	5,000.00	6,000.00	1,000.00
WORKERS' COMP INSURANCE						
501010 0000	97.79	0.00	0.00	97.79	22,000.00	21,902.21
CLOTHING & PERSONAL SUPPLIES						

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GL Commitment Analysis Report

GL298 Date 04/13/18
Time 10:50

Company 1000 YOLO COUNTY USD
GL Commitment Analysis Report - Commitment Analysis
Periods 1 - 9
Year 2018

Acct Unit 62235327518060 WEST PLAINFIELD FIRE DIST OPER Budget 1 Budget for fiscal year 20

Account	Expenditures	Encumbrances	Commitments	Total	Budget	Budget Balance
501020 0000 COMMUNICATIONS	166.50	0.00	0.00	166.50	800.00	633.50
501040 0000 HOUSEHOLD EXPENSE	3,480.89	0.00	0.00	3,480.89	7,500.00	4,019.11
501051 0000 INSURANCE-PUBLIC LIABILITY	5,000.00	0.00	0.00	5,000.00	6,000.00	1,000.00
501052 0000 INSURANCE-FIRE & EXTENDED	818.78	0.00	0.00	818.78	0.00	818.78-
501053 0000 INSURANCE-OTHER	49.59	0.00	0.00	49.59	100.00	50.41
501070 0000 MAINTENANCE-EQUIPMENT	6,198.66	0.00	0.00	6,198.66	38,000.00	31,801.34
501071 0000 MAINTENANCE-BLDG IMPROVEMENT	345.97-	0.00	0.00	345.97-	5,000.00	5,345.97
501080 0000 MED, DENTAL, & LAB SUPPLIES	1,992.34	0.00	0.00	1,992.34	2,000.00	7.66
501090 0000 MEMBERSHIPS	61.00	0.00	0.00	61.00	3,000.00	2,939.00
501100 0000 MISCELLANEOUS EXPENSE	128.35	0.00	0.00	128.35	1,500.00	1,371.65
501110 0000 OFFICE EXPENSE	547.29	0.00	0.00	547.29	5,000.00	4,452.71
501111 0000 OFFICE EXP-POSTAGE	0.00	0.00	0.00	0.00	500.00	500.00
501112 0000 OFFICE EXP-PRINTING	0.00	0.00	0.00	0.00	600.00	600.00
501151 0000 PROF & SPEC SVC-AUDITG & ACCTG	156.93	0.00	0.00	156.93	300.00	143.07
501152 0000 PROF & SPEC SVC-INFO TECH SVC	1,930.35	0.00	0.00	1,930.35	2,900.00	969.65
501155 0000 PROF & SPEC SVC-MED,DENTAL,LAB	0.00	0.00	0.00	0.00	1,000.00	1,000.00
501156 0000 PROF & SPEC SVC-LEGAL SVC	0.00	0.00	0.00	0.00	1,000.00	1,000.00
501165 0000 PROF & SPEC SVC-OTHER	145.68	0.00	0.00	145.68	750.00	604.32
501180 0000 PUBLICATIONS AND LEGAL NOTICES	0.00	0.00	0.00	0.00	500.00	500.00

GL Commitment Analysis Report

GL298 Date 04/13/18
Time 10:50

Company 1000 YOLO COUNTY USD
GL Commitment Analysis Report - Commitment Analysis
Periods 1 - 9
Year 2018

Acct Unit 62235327518060 WEST PLAINFIELD FIRE DIST OPER Budget 1 Budget for fiscal year 20

Account	Expenditures	Encumbrances	Commitments	Total	Budget	Budget Balance
501190 0000	529.14	0.00	0.00	529.14	2,000.00	1,470.86
RENTS AND LEASES - EQUIPMENT						
501205 0000	2,887.00	0.00	0.00	2,887.00	7,900.00	5,013.00
TRAINING						
501210 0000	8,910.99-	0.00	0.00	8,910.99-	4,000.00	12,910.99
MINOR EQUIPMENT						
501249 0000	0.00	0.00	0.00	0.00	750.00	750.00
SPEC DPT EXP-OTHER						
501250 0000	544.74-	0.00	0.00	544.74-	10,000.00	10,544.74
TRANSPORTATION AND TRAVEL						
501251 0000	1,058.69	0.00	0.00	1,058.69	0.00	1,058.69-
TRASNP & TRAVEL-FUEL						
501260 0000	2,412.51	0.00	0.00	2,412.51	8,500.00	6,087.49
UTILITIES						
503020 0000	0.00	0.00	0.00	0.00	75,000.00	75,000.00
BUILDINGS & IMPROVEMENTS						
503070 0000	1,118.11	0.00	0.00	1,118.11	73,800.00	72,681.89
EQUIPMENT						
503071 0000	46,919.51	0.00	0.00	46,919.51	0.00	46,919.51-
EQUIPMENT-VEHICLE						
503300 0000	0.00	0.00	0.00	0.00	15,000.00	15,000.00
APPROPRIATION FOR CONTINGENCY						

2

WEST PLAINFIELD FIRE DEPARTMENT
DRAFT VEHICLE REPLACEMENT PLAN
April 2018

Apparatus	MFG Year	Age	Replacement Year	Priority	
E-30	2002	16	2022	4	
G30	1994	24	2009	1	2018
B-30	2017	1	2031	6	
B-230	1997	21	2012	2	2019
W-30	2008	10	2023	5	
W-230	1990	28	2015	3	2020

Equipment replaced based on age and usage (NFPA recommends into reserve status at 15 years; retirement, 25 years)

- * Replace engines on 20-year rotation
- * Replace brush/grass rigs on 15-year rotation
- * Replace water tenders on 25-year rotation

2018 - Build up replacement for G30; same capacity, etc; Class C license
 - Ford F550 chassis, 400-450 gal tank, 120 gpm & higher PSI output, new boxes, etc.
 2019 - Build up replacement for B230
 - Ford F450 chassis, bigger tank/pump, new boxes, etc.
 2020 - Replace W230 chassis, rehab tank, evaluate pump

Build up new Grass 30 replacement price estimate: \$85K - \$95K	95,000.00	
Build up new Brush 230 price estimate: \$80K - \$90K	90,000.00	
New chassis for W230; evaluate pump: not yet estimated		
Purchase E30 replacement estimate: \$370K	<u>370,000.00</u>	
Est Need:	<u><u>555,000.00</u></u>	by 2022

Purchase new G30 price estimate: in excess of \$150,000

Mar-18	Capital Asset Reserve	79,300.00	
17-18 FY	Allocation to Capital Asset Reserve	<u>49,745.00</u>	
		<u>129,045.00</u>	
Mar-18	Buildings & Improvements - 2017/18 budget	75,000.00	
Mar-18	Unassigned	157,787.00	
	\$25K per year (through 2022) per policy	<u>100,000.00</u>	
		<u>232,787.00</u>	
		<u><u>361,832.00</u></u>	193,168.00 shortfall *

* Does not include new chassis for Water 230 and buildup, not yet estimated

West Plainfield Fire Protection District

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

April 9, 2018

Mr. Ed Medina
Public Works Superintendent
Yolo County
Department of Community Services
292 West Beamer Street
Woodland, CA 95895

Re: Intersection of County Roads 31 and 96
Speed limits on County Road 96 from County Road 30 to Russell Blvd.

Dear Mr. Medina,

I represent the West Plainfield Fire Protection District Board of Commissioners in this communication. At the Board of Commissioners meeting of March 20th, 2018, the commissioners discussed and determined that the intersection of County Roads 31 and 96 is a hazardous intersection. There have been several accidents and at least 2 that were fatal at that intersection.

Additionally, the commissioners discussed and determined that the speed limit on County Road 96, between County Road 30 and Russell creates a hazard to the people and properties located on County Road 96, due to the limited site visibility created by foliage and the fact that many horse and riders are entering the roadway without being seen until the last seconds from drivers. This situation is compounded by drivers rushing their children in vehicles to the elementary school down County Road 96 at Russell.

I would be happy to accompany you or your representative during your site inspections of the two hazardous conditions, noted above.

Thank You for your consideration.

Sincerely,


James F. McMullen
President
Board of Commissioners

Minutes – April 6, 2018
West Plainfield Fire Protection District – Personnel Committee

1. CALL TO ORDER

The meeting was called to order at 1:18 pm by Commissioner Hjerpe. Present were:

Commissioners: Commissioners Hjerpe and Guarino
Staff: Chief Cherie Rita, Asst Chief Bill Heins, Clerk Sharon Grafton

2. PUBLIC COMMENT

None

3. PERFORMANCE REVIEW – BOARD CLERK

Commissioner Hjerpe made some opening remarks, summarized as follows: the rate of inflation since the Clerk's starting wage in 2008 is 15.39% and this is the Board Clerk's first formal review. Factoring for rate of inflation on the \$17.50 hourly wage, the Board Clerk would need to receive \$2.69 per hour more than the position is currently receiving.

The Committee members also reviewed the Board Clerk's pay from Jan 1, 2015, to the present. On average, the cost to the District is \$5,010.40 annually, and the Clerk receives \$3,829.20 net annually.

Commissioner Hjerpe advised Clerk Grafton that she was entitled to request that the performance review be held in closed session. Clerk Grafton indicated she was fine with having an open session performance review.

The question, "Who is the Clerk's immediate supervisor?" came up. A review of the Clerk's job description seems to indicate that the Board President is. The Committee members concurred that the question should be definitively answered by the Board and the job description updated to clearly identify the Clerk's immediate supervisor. In the meantime, it was agreed that since the Board President had directed the Committee to perform the review, they were authorized to do so as the appointee of the Board President.

During the Clerk's performance review, the Committee members utilized the job description. It was noted that the job description needs to be updated to reflect the position as "Board Clerk" and not "Board Secretary." The Clerk also asked about the item "Within 2 days after a Board meeting, regular or special, prepare and provide an updated list of action items" She indicated she had been told some time ago that she no longer needed to provide that document.

The Committee, the Clerk and Chief Rita and AC Heins worked to provide the Clerk with goals and objectives. The Committee concurs that Clerk Grafton should receive a satisfactory review and would be entitled to a pay raise, at the Board's discretion.

By Consensus the Committee members recommend to the Board that:

- a. The Board Clerk's job performance be reviewed annually
- b. Clerk Grafton receive a satisfactory job performance review
- c. The Board direct that Section 210 be revised to correctly reflect that:
 - a. The position is known as the Board Clerk
 - b. The Board Clerk's immediate supervisor be clearly identified

- c. Remove the requirement for preparation of "action items" if that is the Board's desire
- d. The Board President task the Budget Committee to review all current pay scales to determine if they should be adjusted and, if so, to what extent the District can afford to do so. Of immediate concern: both the Relief Firefighters and the Board Clerk receive the same hourly wage. If the Board Clerk receives an increase in salary, should the Relief Firefighters also, and if so, how much should each receive.

4. **CALENDAR**

The next Personnel Committee meeting has yet to be scheduled.

Meeting adjourned at 2:40 pm.

Commissioner Hjerpe

Recorder

West Plainfield Fire Department

Davis, CA

This report was generated on 4/13/2018 2:12:01 PM



Personnel Summary of Percentage per Incident 2018 Q1

21 Total Incidents. 18 Complete and Reviewed. 3 Incomplete

Start Date: 01/01/2018 | End Date: 03/31/2018

Personnel	Division	Incidents Attended	% of Incidents
Boswell, Dean	At School	0	0
Beoshanz , Marc	Operations	15	83.3
Beoshanz, Garret	Operations	10	55.6
Defty , Jonathan	Operations	2	11.1
Delgadillo, Jesse	Operations	4	22.2
Fish, Patrick	Operations	4	22.2
Gifford , Ryan	Operations	0	0
Heins, William T	Operations	7	38.9
House, George	Operations	1	5.6
Lee, Jon	Operations	0	0
Medina , Michael S	Operations	0	0
Mikkelsen , Pat	Operations	4	22.2
Morrill, Adam	Operations	0	0
Ransdell, Eli	Operations	0	0
Rita , Cherie	Operations	4	22.2
Rita , Michael D	Operations	8	44.4
Sauers , Frank	Operations	0	0
Schlosser, Frank	Operations	5	27.8
Sheehan, Steven	Operations	2	11.1
Stiles , David	Operations	7	38.9
Stiles, Tom	Operations	9	50
Warland, Anna Bay	Operations	2	11.1
DeBonis, Nick M	Trainee	0	0
Fukuhara, Matthew	Trainee	0	0
Kane, Nathan B	Trainee	0	0
Martin, Ernesto	Trainee	0	0
Sinclair, Katelyn N	Trainee	0	0
Wiler, Steve	Trainee	0	0

West Plainfield Fire Department

Davis, CA

This report was generated on 4/13/2018 2:09:15 PM



Responding Personnel per Incident for Date Range

Start Date: 01/01/2018 | End Date: 03/31/2018

INCIDENT #	DATE	INCIDENT TYPE	ADDRESS	PERSONNEL
2018-001	01/01/2018	321 - EMS call, excluding vehicle accident with injury	24164 County Road 95	Tom Stiles, Cherie Rita , Michael Rita , Marc Beoshanz , Anna Warland, Garret Beoshanz
2018-002	01/12/2018	551 - Assist police or other governmental agency	700 Main ST	William Heins, Marc Beoshanz
2018-003	01/14/2018	321 - EMS call, excluding vehicle accident with injury	24901 County Road 95	Tom Stiles, David Stiles , Cherie Rita , Michael Rita , Garret Beoshanz, Marc Beoshanz
2018-004	01/19/2018	321 - EMS call, excluding vehicle accident with injury	27250 Pierce Ranch RD	William Heins, Tom Stiles, Marc Beoshanz
2018-005	01/29/2018	411 - Gasoline or other flammable liquid spill	County Road 27	William Heins, Tom Stiles, Marc Beoshanz , Patrick Fish, Garret Beoshanz
2018-007	02/07/2018	321 - EMS call, excluding vehicle accident with injury	Russell BLVD	Jesse Delgadillo, Marc Beoshanz , Patrick Fish, George House, Pat Mikkelsen
2018-010	02/16/2018	622 - No incident found on arrival at dispatch address	County Road 29	William Heins, Michael Rita , Frank Schlosser
2018-011	02/19/2018	400 - Hazardous condition, other	County Road 29	William Heins, David Stiles , Marc Beoshanz , Tom Stiles, Garret Beoshanz
2018-012	02/20/2018	111 - Building fire	106 Lauren Court	Marc Beoshanz , Jesse Delgadillo, Tom Stiles, Frank Schlosser
2018-013	02/20/2018	611 - Dispatched & cancelled en route	24344 County Road 23	Jesse Delgadillo, Marc Beoshanz , Tom Stiles
2018-014	02/24/2018	322 - Motor vehicle accident with injuries	County Road 96	Jonathan Defty , Pat Mikkelsen , Steven Sheehan, Cherie Rita , Michael Rita , Garret Beoshanz, Marc Beoshanz , Patrick Fish
2018-015	03/01/2018	622 - No incident found on arrival at dispatch address	County Road 98	Cherie Rita , Michael Rita , Marc Beoshanz , Garret Beoshanz
2018-016	03/03/2018	131 - Passenger vehicle fire	Russell BLVD	Jonathan Defty , Pat Mikkelsen , Steven Sheehan, David Stiles , Michael Rita , Marc Beoshanz , Garret Beoshanz
2018-017	03/06/2018	321 - EMS call, excluding vehicle accident with injury	24321 County Road 96	Michael Rita , Marc Beoshanz , Frank Schlosser
2018-018	03/09/2018	324 - Motor vehicle accident with no injuries.	County Road 31	Michael Rita , David Stiles , Garret Beoshanz, Frank Schlosser, Tom Stiles
2018-019	03/16/2018	730 - System malfunction, other	25170 Aviation	William Heins, Tom Stiles, David Stiles , Garret Beoshanz, Marc Beoshanz , Patrick Fish
2018-020	03/20/2018	324 - Motor vehicle accident with no injuries.	County Road 98	David Stiles , Jesse Delgadillo
2018-021	03/26/2018	324 - Motor vehicle accident with no injuries.	County Road 27	William Heins, David Stiles , Pat Mikkelsen , Anna Warland, Marc Beoshanz , Frank Schlosser, Garret Beoshanz

Only REVIEWED incidents included

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West Plainfield Fire Department

Davis, CA

This report was generated on 4/13/2018 2:10:31 PM



Incident Narrative with Type for Date Range (Landscape)

Start Date: 01/01/2018 | End Date: 03/31/2018

INCIDENT #	DATE	STREET NUMBER	INCIDENT TYPE
2018-001	01/01/2018	24164	EMS call, excluding vehicle accident with injury
<p>Narrative: West Plainfield Fire was dispatched for a medical aid, difficulty breathing. AMR and West Plainfield personnel assessed the patient and AMR transported to a local area hospital. All West Plainfield units cleared.</p> <p>T Stiles, Lt</p>			
2018-002	01/12/2018	700	Assist police or other governmental agency
<p>Narrative: West Plainfield was dispatched to station coverage for Winters Fire Stations 26 after they responded to a second alarm structure fire. Capt. Beoshanz arrived at the station and prepared to respond. After waiting an appropriate amount of time it was determined that West Plainfield would be unable to fulfill the request. I contacted dispatch and informed them of our inability to fulfill the request. Capt. Beoshanz left quarters and I remained in Quarters.</p> <p>W Heins, AC</p>			
2018-003	01/14/2018	24901	EMS call, excluding vehicle accident with injury
<p>Narrative: West Plainfield Fire had a walk-in medical aid at Station 30 at 24901 County Road 95. Station 30 requested AMR response for a patient possibly having an Anxiety attack with nausea. Station 30 took patient care and retrieved vitals. The patient had some chest pain that radiated to their back. Upon arrival of AMR 316 performed a twelve lead and then transported the patient to the local area hospital, Code 2.</p> <p>T Stiles, Lt.</p>			
2018-004	01/19/2018	27250	EMS call, excluding vehicle accident with injury
<p>Narrative: West Plainfield was dispatched to a medical aid, ill person. Dispatch informed us this was a Code 2 response. Grass 30 responded with AMR 315, Brush 30 and 3023 (Capt. Beoshanz). AMR 315 arrived on scene first followed by 30232 and Grass 30. Brush 30 arrived shortly after Grass 30. On scene we found the patient lying high Fowler's in bed. AMR 315 assessed the patient and West Plainfield personnel assisted with patient movement. The patient was transported to a local area hospital by AMR 315. All West Plainfield units cleared and returned to quarters.</p> <p>B Heins, AC</p>			
2018-005	01/29/2018		Gasoline or other flammable liquid spill
<p>Narrative: West Plainfield Fire was dispatched, along with Willow Oak Fire and Woodland Fire, to a possible hazardous material spill, diesel fuel from a leaking fuel tank. Willow Oak 7000 arrived on scene first followed by 3032, Willow Oak Engine 7, Woodland Engine 2, West Plainfield Fire Engine 30 and Brush 30. Willow Oak 7000 reported a single vehicle in West Plainfield's district, leaking diesel from its main fuel tank. Woodland Engine 2 placed a disposable collection bucket under the leak to reduce the amount of fuel released onto the ground. The driver of the vehicle described hearing a loud noise, his rear window broke and immediately noticed fuel spraying from under his truck. On Engine 30's arrival I assumed command, requested CHP and Yolo County Environmental Health. An OES incident number was generated, Incident # 18-0657. On CHP's arrival they assumed command of the hazmat incident and I cleared Willow Oak and Woodland units. After discussion with the CHP units on scene I cleared 30232 and Brush 30. I remained on scene. On Yolo County Environmental Health's arrival (Matt Corley 530-666-8762) CHP and I updated him on the situation and he ordered their contracted cleanup company to respond for cleanup. The cleanup company, Fremouw, arrived on scene and started their cleanup process. I remained on scene until the vehicle was removed by the tow company. I left the released the scene to CHP and Environmental health to complete the cleanup, cleared and returned to quarters.</p> <p>W Heins, AC</p>			

Only REVIEWED incidents included.

The column labeled Street Number is the number part of the address, for example 123 Main Street would show 123 in this column.

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INCIDENT #	DATE	STREET NUMBER	INCIDENT TYPE
2018-007	02/07/2018		EMS call, excluding vehicle accident with injury
<p>Narrative: West Plainfield Fire was dispatched to a medical aid (fall from a bicycle) on Russell Blvd between CR 96 and CR 97. AMR 307 arrived on scene prior to my arrival and assumed patient care. E30 (Lt. Delgadillo) arrived on scene and advised Yolo Fire Dispatch can handle with units on scene, cancel all other responding units. I assisted AMR with patient care, and the patient was subsequently transported to a local area hospital; E30 returned to quarters. (Note: The patient did not fall from a bike, but was intoxicated and in a ditch).</p> <p>J Delgadillo Lt.</p>			
2018-010	02/16/2018		No incident found on arrival at dispatch address
<p>Narrative: West Plainfield was dispatched to a vehicle accident with roll over. On arrival I found a red Toyota in a drainage ditch with no occupants. It was obvious that the vehicle had been there for a few days prior to it being discovered. The mud around the vehicle was dry. CHP arrived on scene and I turned the scene over to them. I cleared all other incoming fire and EMS units. After talking with CHP they determined they no longer required our assistance and Engine 30 cleared and returned to quarters. W Heins, AC</p>			
2018-011	02/19/2018		Hazardous condition, other
<p>Narrative: West Plainfield was dispatched to investigate possible wires down at the intersection of County Road 29 and County Road 96. Engine 30 arrived to find telephone wires that had partially dropped across County Road 29 from the pole on the southwest corner. All other units arrived shortly after. It was determined that the line down was telephone and I requested Dispatch to notify AT&T to respond. We attempted to manipulate the wires so that they would not need to be cut; however, we determined there was no possible way to leave the wires in tact without causing an unsafe condition. We cut the cable and placed the ends out of the roadway. Dispatch also notified AT&T of our need to cut the cable. Once the cables were secured all units cleared and returned to quarters. W Heins, AC</p>			
2018-012	02/20/2018	106	Building fire
<p>Narrative: West Plainfield Fire was toned out for a first alarm structure fire at 106 Lauren Court in Winters. E30 arrived on scene and was assigned to Salvage and Overhaul by Capt. Mendoza of Winters Fire. West Plainfield Fire Personnel performed salvage and overhaul for the duration of the incident. At 09:44 hrs. Capt. Mendoza released E30 from the incident; E30 returned to quarters. J Delgadillo Lt.</p>			
2018-013	02/20/2018	24344	Dispatched & cancelled en route
<p>Narrative: West Plainfield Fire was requested to provide (1) water tender mutual aid to Esparto for a structure fire at 24344 CR 23. W230 responded, but was cancelled in route; W230 returned to quarters. J Delgadillo Lt.</p>			
2018-014	02/24/2018		Motor vehicle accident with injuries
<p>Narrative: West Plainfield responded to a call of a helicopter accident at the intersection of county road 29 & 96. Arrived in the area along with AMR, B-230, E-30, W-30 and U-30. Initially we could not locate the crash site. U30 used GPS coordinates to get us in the vicinity. Dispatch relayed to us that pilot was shining a flashlight in our direction and we located pilot and crash scene via the flashlight. I walked across the field to make contact with pilot who had self extricated from the aircraft and was sitting in field roughly 50 yards south of the aircraft. Pilot was alert and oriented, complaining of pain in their right ankle. Upon visual examination and palpating the ankle it appeared to be a possible sprain or fracture. The pilot could bare weight on ankle but with pain. Initial access to crash site was hindered by a locked gate which we cut the chain. U30 drove POV to patient. AMR was with me at this time and conducted a head, neck and back assessment then we assisted pilot into U30's POV and drove them out of field to ambulance. Patient was requesting to go to nearest hospital for x-ray of the ankle. Pilot offered little explanation as to what happened other than saying they hit something. Pilot stated they were engaged in frost protection activity with the aircraft at time of accident. Additional helicopters were in the area while we were on scene and there was an almond orchard about 1/2 mile south of crash site. Bottles of wine were noted in the aircraft and this was confirmed to S/O by pilot. I did not note any alcohol on pilots breath nor suspect pilot was under the influence of alcohol. I did not note any significant damage to the property where aircraft came to rest. Aircraft had experienced what looked like an engine fire which was extinguished prior to our arrival, I assume by pilot but did not confirm. I did not note any fluids leaking from aircraft. S/O made contact with FAA. Chief Rita turned scene over to S/O and all WPFD units & personal returned to quarters. Drop pin on 18-014 1, indicates location of aircraft. M Beoshanz, Capt.</p>			
2018-015	03/01/2018		No incident found on arrival at dispatch address

Only REVIEWED incidents included.

The column labeled Street Number is the number part of the address, for example 123 Main Street would show 123 in this column.

INCIDENT #	DATE	STREET NUMBER	INCIDENT TYPE
Narrative: Responded to a call for arching power lines on CR98 south of CR29. Located a security light on a power pole at the SMUD gas substation about 1 mile north of CR29 on CR98. Inspected the light which was flashing intermittently and determined there was no hazard or emergency situation. Asked dispatch to notify SMUD of problem and cleared scene. I cancelled Woodland E2, Davis never made it on scene. B230 returned prior to getting on scene. M Beoshanz, Capt.			
2018-016	03/03/2018		Passenger vehicle fire
Narrative: Responded to a call of a vehicle fire located at intersection of CR32 & CR95A. I arrived on scene with S/O to find a fully engulfed vehicle off the roadway just east of the dispatched location. Upon my initial walk around I determined this was the result of a vehicle accident. I checked interior of vehicle the best I could through flames for occupants not finding any. Vehicle had been burning for approximately 10-15 min prior to my arrival as most flammable items on vehicle had already been consumed. I started an AMR unit as a precaution until we had time to search area. E30 arrived on scene at which time I took command of incident. FF Beoshanz manned bumper line off E30 and started fire attack from a safe distance as FF Defy donned an SCBA. FF Defy then took over fire attack. W230 arrived on scene and I assigned their crew to assist with fire attack and mop up. At this time we searched the area with flashlights and a TIC and determined we had no victims or patients. I cancelled AMR once we determined no medical need. Accident appeared relatively low speed with just enough force to knock over a dead tree and cave in front end at battery box location. It appeared that impact on battery eventually lead to the fire. B230 arrived on scene and assisted with safety and traffic. E30 stood by while vehicle was loaded into flatbed tow to ensure no additional fire was present. At this point I terminated command, turned scene over to CHP and released all units. Note that original RP stayed on scene until I conferred with law enforcement and released him. RP stated he saw nothing more than the car on fire and called 911. M Beoshanz, Capt.			
2018-017	03/06/2018	24321	EMS call, excluding vehicle accident with injury
Narrative: Responded to a medical aid at the farmhouse. This person was not a patient and visiting their sister who was a patient. At some point during the visit the patient started feeling ill and thinking about hurting their self. I arrived on scene to find the patient sitting in a chair on the porch of farmhouse. The patient was alert and orientated as well as calm and cooperative. The patient stated to me when asked that they were taking "Latuda" but had not taken any since last night. I asked why the patient called 911 and they stated they needed to talk with someone and wanted to go to the hospital. Only visible trauma were superficial scratches on the left ankle which the patient pointed out to me. Frank Schlosser arrived on scene with AMR moments after myself. Patient care was transferred to AMR at that time. WPFDF personal assisted loading the patient into the ambulance and they were transported to a local area hospital.			
2018-018	03/09/2018		Motor vehicle accident with no injuries.
Narrative: West Plainfield was dispatched to a vehicle accident with a person thrown from a vehicle. On arrival we found a single vehicle overturned near the tree at the intersection of CR 31 and CR 93A. There were no people on scene and no patient. West Plainfield personnel searched the area and found no one. All West Plainfield units cleared. D Stiles, AC			
2018-019	03/16/2018	25170	System malfunction, other
Narrative: West Plainfield was dispatched to a water flow alarm. During our response dispatch updated all units that there was no fire as reported by employees of Davis Fight Support. Engine 30 continued to investigate and cancelled all other units. On arrival I was met by Gary Pelfrey, manager of Davis Flight Support, who stated their sprinkler servicing company had been out earlier in that morning to service the system. While on scene B30 and additional personnel arrived on scene. Mr. Pelfrey stated that employees had checked the business and found no cause for the alarm transmission. He stated the system had reset and was operating properly. All West Plainfield units cleared. W Heins, AC			
2018-020	03/20/2018		Motor vehicle accident with no injuries.
Narrative: Single motorcycle accident. West Plainfield units responded with Davis Fire to a report of a single motorcycle accident at county roads 98 and 31. AMR arrived on scene prior to fire and advised the scene was on county road 98 one quarter mile north of 31. They also advised there was a single motorcycle off the side of the road with the rider standing next to it. AMR also advised West Plainfield fire could reduce to code-2 and they cancelled Davis Fire. When B-30 arrived I met with the EMT from AMR he advised that CHP was releasing fire and AMR (no medical need). I updated fire dispatch on the cancellation and cancelled E-30. Assist Chief David Stiles			
2018-021	03/26/2018		Motor vehicle accident with no injuries.

Only REVIEWED incidents included.
The column labeled Street Number is the number part of the address, for example 123 Main Street would show 123 in this column.

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INCIDENT #	DATE	STREET NUMBER	INCIDENT TYPE
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Narrative:00:05:57 new units: 700 3032 310 E7 E30 U230 G30 W
 [1] VEH ACC ROLLOVER INTO A DITCH..NO WATER IN THE DITCH E/OF CR 95 --- VEH IS DRK COLORED ... RPS VEH IS WHT TRUCK ...[Shared],
 [2] Multi-Agency LAW Incident #: 18039880,
 [3] This incident 1806553 has been sent to AMR\FIRE via the CAD2CAD Interface. [Shared],
 [4] Acknowledgement Received from AMR\FIRE 9581615 [Shared],[
 GPS: 38.619776 , -121.858303

2018-021	03/26/2018		Motor vehicle accident with no injuries.
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Narrative:West Plainfield was dispatched to a vehicle accident, rollover. Engine 30 arrived first to find a single vehicle, on it's left side, in the ditch on the south side of CR 27. CHP was also on scene and there was single occupant, driver, standing on the shoulder. We made contact with the driver complaining of only minor abrasions and lacerations to their hands and lower arms. The patient was assessed and vitals taken. The patient had no history, allergies and takes no medication. The patient was ambulatory on scene and denied neck or back pain. The patient denied any loss of consciousness. After our assessment patient care was transferred to AMR 700. CHP released all units prior to the tow truck's arrival. All West Plainfield units returned to quarters.
 W Heins, AC

Only REVIEWED incidents included.
 The column labeled Street Number is the number part of the address, for example 123 Main Street would show 123 in this column.

ee

West Plainfield Fire Protection District

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

**Minutes – March 20, 2018
West Plainfield Fire Protection District Board of Commissioners**

1. CALL TO ORDER

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

Commissioners: Beoshanz, McMullen, Yeager, Hjerpe (7:40pm) and Guarino
Staff: Chief Cherie Rita and Clerk Sharon Grafton
Absent: Assistant Chief Bill Heins

2. REVIEW DISCUSSION OF BILLS

- a. Approve payment of bills as amended to add US Bank

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the bills in the amount of \$5,057.55.

Passed: Unanimously

3. PUBLIC COMMENT

None

3. LILLARD HALL

- a. Lillard Hall Business
Concern over the Handicap parking was discussed as it seems that not everyone abides by the signage. Chief Rita will research who enforces these spaces and what is considered proper markings to be enforced.

Motion by: Commissioner Guarino
2nd: Commissioner Beoshanz

To install Handicap signage in front of the spaces.

Passed: Unanimously

- b. Lillard Hall Reports

Motion by: Commissioner Guarino
2nd: Commissioner Beoshanz

To approve the Lillard Hall Report.

Passed: Unanimously

- c. Lillard hall Committee Report Ad Hoc
 - i. Financial Analysis Report
Nothing to report
 - ii. Landscaping/Fencing
The volunteers gave the committee some recommendations/suggestions for landscaping and improvement for consideration. It was unclear which area was being discussed since there is the area north of the Hall and south of the Hall. By consensus it was agreed that the area North of the walkway at the Hall would be covered by the District and the area south of the Hall would be covered by the Hall. The committee will discuss with the volunteers to determine which area or if both areas are being discussed and bring back to the Board with recommendations.
 - iii. Lillard Hall Painting
It was agreed this is the responsibility of the Hall and that it be taken off the Agenda. In its place, it was suggested to add Lillard Hall Maintenance.
 - iv. BQ pit bricks behind Lillard Hall
The Lillard Hall Committee will look into the possibility of removing the bricks.

5. **FINANCIALS**

- a. Deposits
5 Deposits totaling \$3,695.42

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the deposits in the amount of \$3,695.42.

Passed: Unanimously

- b. Financial Reports
Chief Rita informed the Board that there is an "Unassigned" category on the Trial Balance that may be available to assign and she will be researching this further. President McMullen asked that this be added to the next agenda for discussion.

6. **NEW BUSINESS**

- a. Discussion/Action – B230 Build
Chief Rita informed the Board that Assistant Chief Heins, Assistant Chief Stiles and herself had met and have discussed the possibility of building out Grass 30 before Brush 230. They will be discussing this further and she will bring back a recommendation to the Board.

7:40pm Commissioner Hjerpe arrived

- b. 4 way stop at County Road 31 and 96.
Commissioner Beoshanz stated that he had concerns over the intersection of County Road 96 and 31. It was requested that something be done to contact the county on the issue. All agreed it was a dangerous intersection and that the County Road Supervisor should be contacted.

Motion by: Commissioner Beoshanz
2nd: Commissioner Guarino

To send a letter with the minute action asking the Department Head of the County Road Supervisors Office to evaluate the danger at intersection of County Road 31 and 96 and the need for a stop sign as well as speed limits on County Road 96 from County Road 30 to Russel.

All agreed that the Clerk would draft the letter and that President McMullen would sign.

Passed: Unanimously

7. OLD BUSINESS

Nothing to discuss.

8. CHIEF'S REPORT

Chief Rita informed the Board of a few items.

- Tom Lopez, who is running for Sheriff attended the Pancake Breakfast this year.
- At the County Chiefs meeting, the Chiefs are still moving forward on pushing to get a portion of the Safety Tax and the Cannabis Tax.
- Brush 230 and Grass 30 are being looked at for an order of build as discussed previously.
- At the County Chiefs meeting, the new Chief Building Official Tom Davis, informed them that his office will approach the Supervisors to narrow the agricultural building exemptions. He will be bringing this back to the Chiefs for discussion and their support. President McMullen asked to be involved in these discussions.
- There will be a Memorial Day BBQ, Monday May 29th starting around 5:30pm.

9. ASSISTANT CHIEF REPORT

Assistant Chief Heins was not present but Chief Rita updated the board on two items.

- Weed abatement letters will be sent out by the end of the month.
- Working on an inspection worksheet with the Fire Prevention Liaison.

10. VOLUNTEER ACTIVITIES REPORT

Nothing new to report.

11. COMMITTEE REPORTS

a. Standing Committees

- i. Benefits Committee Report (Hjerpe, Guarino)– No meeting, no report.
- ii. Budget Committee Report (Yeager, Hjerpe) – No meeting, no report.
- iii. Personnel Committee Report (Hjerpe, Guarino)
Chief Rita answered a couple questions from the Board.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To approve the job descriptions as presented.

Passed: Unanimously

- iv. Extended Coverage/Resident Firefighter Program Committee (Beoshanz, Yeager)
 - Commissioner Yeager stated there were 2 letters send out for funding. The funding is for a full-time staff member and a brush rig. One was sent to Yocha Dehe and the other is being prepared by Assistant Chief Heins for the County in regard to the money from the airport as a service district.
 - Chief Rita also stated that we may be able to use the “unassigned” monies as well.
- b. Ad Hoc Committees
 - i. Policy Review Committee (Beoshanz, Guarino)– No meeting, no report.
 - ii. Animal Rescue Training Committee (McMullen, Hjerpe)
Commissioner Hjerpe informed the Board that the curriculum has been completed and that the training will take place at the McMullen Ranch. Chief Rita stated that there are still a couple more meetings needed to finalize everything in writing. The hands-on training is set for June 2nd.
 - iii. Monument Committee (Beoshanz, Yeager)
Commissioner Beoshanz informed the Board that the electrical issues are still not resolved and an electrician still needs to come out to do the rewiring. Chief Rita stated it will most likely be done after the rain.

12. BUREAU OF INDIAN HEALTH SERVICE (BIHS) LIASION REPORT

Commissioner McMullen stated that there is litigation going on by Yolo County and the Bureau of Indian Health in regards to the violation of the Environmental Impact Report. The Study showed that turn out pockets needed to be put in to avoid traffic collisions. Yolo County states that they have failed to follow this Environmental Impact Report.

13. TRAINING LIASION REPORT

Nothing new to report.

14. FIRE PREVENTION LIASION REPORT

Nothing new to report. Covered under Assistant Chiefs Report.

15. MAJOR EQUIPMENT LIASION REPORT

Nothing new to report.

16. MINUTES

- a. Approval of February 20, 2018 Board Meeting Minutes

Move to approve minutes as corrected.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

Passed: Unanimously

18. CLERKS' REPORT

Clerk Grafton informed the Board that the US Bank bill is not always available prior to the Board meetings and would like direction on who to get these paid after the meetings. It was agreed that she can have the President sign and if he is not available any other Board member can sign.

- a. Discussion/Action – Personnel Evaluation – Sharon Grafton
The Personnel Committee is meeting Monday, March 26th to discuss.

19. OPEN FORUM

President McMullen informed the Board that he had been appointed as Commissioner for another term. President McMullen also asked that Commissioner Yeager Chair next months meeting as he will not be able to attend.

Commissioner Beoshanz stated that he had been contacted by a landowner that had a cabin on the corner of County Road 27 and 96 who stated he had talked to someone at the station 3 months or so ago about burning a cabin on the property and never heard back. Chief Rita stated that she would look into it.

All felt it would be good training.

20. CALENDAR

The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday April 17, 2018.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To adjourn,

Passed: Unanimously

Meeting adjourned 8:45pm

President

Clerk