

West Plainfield Fire Protection District

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

Minutes – February 16, 2016 West Plainfield Fire Protection District Board of Commissioners

1. CALL TO ORDER

The meeting was called to order at 7:00 pm by Chair Beoshanz. Present were:

Commissioners: Commissioners Beoshanz, Yeager, Hjerpe and Guarino
Commissioner McMullen Arrived 7:19 pm
Staff: Chief Cherie Rita, Battalion Chief Bill Heins

2. PUBLIC COMMENT

None

3. FINANCIALS

- a. Approve Payment of Bills

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve payment of all bills totaling \$6,235.99.

Passed: Unanimously

- b. Trial Balance
Chief Rita explained that the County is still transitioning to their new accounting software and have been late sending statements. She said the attachments in the packet were for October and November of 2015. She thinks we should be seeing more current reports soon.
- c. Departmental Budget Status Report
d. Departmental Revenue Status Report

Incomplete financials received from the county. No action needed.

4. NEW BUSINESS

- a. LAFCO Municipal Service Review Update
Chief Rita stated that the review still appears to be on schedule with a release date anticipated sometime in March. She said as soon as she gets the dates she will let the Board know.
- b. Career Firefighter Resident Requirements
This item was referred to the Personnel Committee for review and recommendations.

c. Work Comp Renewal Categories & Coverage

Motion by: Commissioner McMullen
2nd: Commissioner Hjerpe

To have the Hall fund reimburse the West Plainfield Fire Protection District for the Hall Manager's Workers Comp premiums.

Discussion:

Chief Rita will work with the insurance company to determine which category the Hall Manager should be placed based on the job description.

Chief Rita also said the insurance company recommended the Commissioners be dropped from Workers Comp and be left only on the Accident and Illness policy. A discussion followed with no action.

Amendment by: Commissioner Guarino
2nd: Commissioner Hjerpe

To have the Hall fund reimburse the West Plainfield Fire Protection District for the Hall Manager's Workers Comp premiums be retroactive to the last policy year.

Passed: 3 to 2

Commissioner Beoshanz: No	Commissioner Guarino: Yes
Commissioner Hjerpe: Yes	Commissioner McMullen: Yes
Commissioner Yeager: No	

d. Attendance at this year's FDAC Conference

Motion by: Commissioner McMullen
2nd: Commissioner Guarino

To approve Chief Rita and Commissioner Hjerpe to attend the FDAC Conference and to reimburse them for their actual costs for attending.

Passed: Unanimously

e. Volunteer Application Review

B/C Heins presented two applications, Thomas Locker and Matthew Fukuhara.

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To approve the application of Thomas Locker

Passed: Unanimously

Motion by: Commissioner McMullen
2nd: Commissioner Guarino

To approve the application of Matthew Fukuhara

Passed: Unanimously

The Board directed Chief Rita to invite the approved applicants to the next meeting for introductions.

- f. Historic Daily Station Logs
Commissioners Beoshanz and Yeager asked for direction as they have been sorting through old District documents and have found many old Daily Station Log Books. The discussion was whether to keep them or dispose of them. After discussion no action was taken and the matter will be addressed at a later date.
- g. Salary Augmentation for Jesse Delgadillo
Discussion with no action.

5. OLD BUSINESS

- a. Worker's Compensation Categories
This item was addressed in New Business item 4. c.
- b. Update on Development of Commissioner Policies
No meeting, no report.

Agreed that this item should be moved and added to the Ad Hoc Committee Reports for future meetings.

6. CHIEF'S REPORT

- Chief Rita stated that she had nothing that had not already been covered in previous sections of the meeting.

7. BATTALION CHIEF'S REPORT

- Battalion Chief Heins stated that Engine 30 is scheduled to go to Golden State on February 29th to address the Check Engine light issue.
- He has been working on two surveys one for Yolo County Hazardous Materials and the other for the State Controller's office for Wages and Benefits.
- Battalion Chief Heins stated that they are beginning to prepare for this season's Weed Abatement program. He will try to work with the county to get the parcel owner's addresses and most current information instead of going through a third party.
- B/C Heins stated he is working on the Airport inspection forms and when he has a draft he will schedule an appointment with Commissioner McMullen for review.

8. COMMITTEE REPORTS

- a. Standing Committees
 - i. Benefits Committee – no meeting, no report
 - ii. Budget Committee – no meeting, no report
 - iii. Personnel Committee – no meeting, no report
 - iv. Policy Committee – no meeting, no report
- b. Ad Hoc
 - i. Lillard Hall Committee – meeting, no report at this time.
 - ii. Policy Committee – no meeting, no report.

9. TRAINING LIASION REPORT

No report.

10. FIRE PREVENTION LIAISON REPORT

- Commissioner McMullen reported once there is a working draft of a new Airport Inspection form he will meet with B/C Heins for final edits.
- Commissioner McMullen updated the Board on the West Plainfield Fire Investigator call out matrix. He said that Ret. Chief Mike Smith will be the primary investigator, Commissioner McMullen will be secondary and Lt. Delgadillo will back them up as needed.

11. MAJOR EQUIPMENT REPAIR LIASION REPORT

Already covered by Battalion Chief Heins under item 7.

12. CONSENT CALENDAR

Commissioner McMullen asked to pull Item b.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the Consent Calendar with the exception of Item b.

Passed: Unanimously

Discussion on Item b. The Board asked Chief Rita and B/C Heins to look at the requirements for redaction of EMS call information for the next meeting.

Motion by: Commissioner McMullen
2nd: Commissioner Guarino

To approve the Consent Calendar Item b.

Passed: Unanimously

13. MINUTES

a. Approval of January 19, 2016 Board Meeting Minutes

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To approve the minutes of January 19, 2016 as amended.

Passed: Unanimously

b. Approval of February 2, 2016 Special Meeting Minutes

Motion by: Commissioner McMullen
2nd: Commissioner Guarino

To approve the minutes of February 2, 2016 as amended.

Passed: Unanimously

c. Approval of February 11, 2016 Special Meeting Minutes

Motion by: Commissioner Yeager
2nd: Commissioner Guarino

To table approval of February 11, 2016 Special Meeting Minutes to the next regular Commission Meeting.

Passed: Unanimously

14. SECRETARYS REPORT

- Through Chairman Beoshanz Secretary Grafton stated that she has completed the Commissioners Conflict of Interest forms and that she will be placing them in their boxes in the next few days for their signatures.
- Discussion about District documents warehoused outside of the fire station. Commissioner Beoshanz will clarify with Secretary Grafton as to the processing and disposition of District documents.

15. OPEN FORM

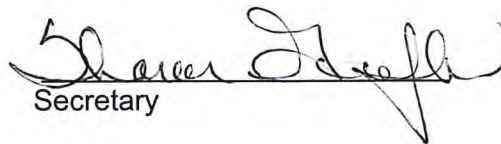
Commissioner Beoshanz stated he is reconsidering his status with the Board.

16. CALENDAR

The next Board of Commissioners meeting was confirmed for March 15, 2016 at 7:00pm.

Meeting adjourned at 9:25pm.


Chairman


Secretary