



CORDELIA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
February 13, 2024 at 6:00 p.m - Station 31
Cordelia Fire Protection District
2155 Cordelia Road
Fairfield, CA 94534

1. **OPENING CEREMONIES:**
 - a. Call to Order at 6:05 pm
 - b. Pledge of Allegiance
 - c. Roll Call: Chair Frische, Vice Chair McAlister, Directors Giugni and Langstaff present; Director Dittmer absent

2. **ADOPTION OF THE AGENDA:** Approved unanimously by all in attendance on motion by Director Giugni and second by Director McAlister.

3. **APPROVAL OF MINUTES:**
 - a. Review and approval of Meeting Minutes of January 9, 2024: Approved unanimously by all in attendance on motion by Director Giugni and second by Director Langstaff.

4. **PUBLIC FORUM:**

Public comment on any item not otherwise appearing on the agenda is invited during the Public Forum. If the matter brought before the Board requires a collective decision by a majority of the members of the Board, the matter may be received and then forwarded to staff, or a Director for recommendation and report at a subsequent meeting. This procedure is necessary to comply with the Ralph M. Brown Act (Open Meeting Law). Items brought under this category may be limited to five (5) minutes per subject and speaker. Please state your name and address for the record.

 - Discussion by Director Langstaff of poll taken on NextDoor on the performance of FFD. 2/3 favorable and 1/3 suggesting improvements are possible. Primary lesson learned is to increase our communication of what is happening, why, etc. Poll to be closed now. Results provided to Chief Herrick in attendance.

5. **CONSENT AGENDA:**
 - a. Review and ratification of District accounts payable transmittals for December 2023 and January 2024: Approved unanimously by all in attendance on motion of Director McAlister and second by Director Giugni.
 - b. Review, discuss, and approve the January 2024 Fairfield Fire invoice for services: Approved unanimously by all in attendance on motion of Director McAlister and second by Director Giugni.
 - c. Review, discuss, and approve Independent Consultant invoice for service. Approved unanimously by all in attendance on motion of Director McAlister and second by Director Giugni.

6. **BOARD COMMITTEE REPORTS:**
 - a. Special Tax – Chairman Frische & Director Giugni: Director McAlister requested number of parcels in District so he can source and recommend a consultant to perform

the parcel tax work currently performed by Carl Hakenen. Director Langstaff said he would send him that information in the next day or two. Director Giugni offered to work with Carl through the permanent transition.

- b. Budget – Chairman Frische and Director Dittmer: No report.
- c. Policies & Admin. – Director Langstaff & Vice Chairman McAlister: No report.
- d. Operations & Equipment – Director Dittmer & Vice Chairman McAlister: No report.
- e. Facilities – Vice Chairman McAlister & Director Langstaff: No report.
- f. Cal Fire Shaded Fuel Break Program— Director Dittmer & Director Giugni: No report.
- g. Transition — Director Langstaff & Chairman Frische: No report.

7. OLD BUSINESS:

- a. Update by Chief Robb Herrick about JEPa contract for ambulance services in Solano County except City of Vacaville: County provided a few more concerns which are being addressed.
- b. Green Valley Fire Safe Council update: None.
- c. Updated on LAFCO submission for long term FFD agreement: There was another meeting with LAFCO during which they wanted more details of the Service Plan (FFD) and fund balance (CFPD). Long term contract has been noticed by FFD for 30 days. Next stop, City Council approval on February 20, 2023.
- d. District property and equipment inventory and disposal update: We have a buyer for the air trailer back East.
- e. Independent audit update: Discussion of Management Letter and audit results received. Draft responses sent to auditor this week.

8. NEW BUSINESS: None.

9. CHAIRMAN’S COMMENTS: Thanks to all in attendance.

10. BOARD MEMBER COMMENTS: None

11. ANNOUNCEMENTS: None

12. NEXT BOARD MEETING:

- a. Station 31, March 12, 2024, 6:00 pm

13. ADJOURNMENT: Director McAlister moved to adjourn the meeting in memory of Robert Dittmer who recently passed away, second by Director Langstaff and unanimously approved by all in attendance. Meeting adjourned at 6:34 pm.