



**CORDELIA FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**  
**January 9, 2024 at 6:00 p.m - Station 31**  
Cordelia Fire Protection District  
2155 Cordelia Road  
Fairfield, CA 94534

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1. **OPENING CEREMONIES:**
  - a. Call to Order at 6:06 pm
  - b. Pledge of Allegiance
  - c. Roll Call: Chair Frische, Directors Dittmer, Giugni and Langstaff present; Vice Chair McAlister absent
  
2. **ADOPTION OF THE AGENDA:** Approved unanimously by all in attendance on motion by Director Giugni and second by Director Langstaff.
  
3. **APPROVAL OF MINUTES:**
  - a. Review and approval of Meeting Minutes of December 12, 2023: 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.
  
5. **CONSENT AGENDA:**
  - a. Review and ratification of District accounts payable transmittals for December 2023: Pushed to February 2024 meeting for review and approval.
  - b. Review, discuss, and approve the December 2023 Fairfield Fire invoice for services: Approved unanimously by all in attendance on motion of Director Giugni and second by Director Langstaff.
  
6. **BOARD COMMITTEE REPORTS:**
  - a. Special Tax – Chairman Frische & Director Giugni: No report.
  - 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: Short report from Rochelle Sherlock communicated via text..
  - 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: Still in review.
- b. Green Valley Fire Safe Council update: None.
- c. Updated on LAFCO submission for long term FFD agreement: Under LAFCO review. (4) questions provided by LAFCO for response.
- d. District property and equipment inventory and disposal update: None.
- e. Independent audit update: Discussion of Management Letter and audit results received. Chair Frische and Director Langstaff to provide responses to Findings -001 and -002 in the coming week or two based on documentation from past meetings and correspondence that satisfy questions.

8. NEW BUSINESS:

- a. None.

9. CHAIRMAN'S COMMENTS: None.

10. BOARD MEMBER COMMENTS: None

11. ANNOUNCEMENTS: None

12. NEXT BOARD MEETING:

- a. Station 31, February 13, 2024, 6:00 pm

13. ADJOURNMENT: Director Giugni moved to adjourn the meeting, second by Director Langstaff and unanimously approved by all in attendance. Meeting adjourned at 6:40 pm.