



CORDELIA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
September 12, 2023 at 6:00 p.m.
Cordelia Fire Protection District
2155 Cordelia Road
Fairfield, CA 94534

1. **OPENING CEREMONIES:**

- a. Call to Order at 6:00 pm
- b. Pledge of Allegiance
- c. Roll Call: Chairman Frische, Vice Chair McAlister, Directors Dittmer, Giugni and Langstaff present.

2. **ADOPTION OF THE AGENDA:** Approved unanimously on motion by Director Giugni and second by Vice Chair McAlister.

3. **APPROVAL OF MINUTES:**

- a. Review and approval of Meeting Minutes of August 30, 2023: Approved unanimously on motion by Director Giugni and second by Vice Chair McAlister.

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.

No public comments.

5. **CONSENT AGENDA:**

- a. Review and ratification of District accounts payable transmittals for August 2023: Approved unanimously on motion by Vice Chair McAlister and second by Director Giugni.
- b. Review, discuss, and approve the August 2023 Fairfield Fire invoice for services - 44 incident responses, \$22,088.00: Approved unanimously on motion by Vice Chair McAlister and second by Director Giugni.

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: Thanks expressed to Chairman Frische for weed eating around the area.
- 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. Green Valley Fire Safe Council update: No update.
- b. Independent Fiscal Analysis with Fairfield Fire update: No update
- c. District property and equipment inventory and disposal update: The Chief and Director Giugni went through all cabinets and cupboards at 31 and 29 to locate the equipment requested back by the County. Most was located and the County notified to come pick up what was located.

8. NEW BUSINESS:

- a. Solano County Fire EMS JEPAs (Joint Exercise of Powers Agreement) for ambulance services - presentation by Deputy Chief Robb Herrick: Presentation made and draft JEPAs distributed. Best option is to consolidate. Direct award is now possible w/o RFP process. FFD will be the manager, but an executive committee will make the decisions to ensure all participants have an equal voice. Chief was asked if there were ambulance services that could handle the entire County – yes and that only one company would be required. 9-minute response time required unless a fire department is first on scene in which a 12-minute response is acceptable. CFPD Board will eventually be asked for buy in once the negotiation and award process is complete.
- b. Review of draft long-term contract with FFD: Special meeting set for Tuesday Sept. 26, 2023, at 6:00 pm at Station 29 to sign the contract so FFD may submit to LAFCO on time.
- c. Review, discussion, and approval of contract with Potentiate for 23/24 second year CalFire grant: The subcommittee did not have time to review prior to this meeting so it will do so between now and the special meeting on 9/26/23. It was suggested and agreed that Stacey should be allowed to assist Potentiate to keep the admin side moving along well. Funding from the grant will need to be reallocated at a future date to fully fund this process.
- d. Independent audit field work rescheduled for October 9 & 10: Done to allow the County to close its books.
- e. Discussion regarding PPE, VFPD, and letter from Chief Sturdee: VFPD reviewed material at 31 and 29. FFD is not interested in the extra turnouts requested by VFPD. Montezuma is also not interested. VFPD gear is expiring, and they do not have the budget to purchase more. The Board felt that when the time was right, it was very open to assisting VFPD with its request for this and other material in the spirit of mutual collaboration and assistance. Also discussed the AFG grant and decided to allow VFPD to take over the grant if it pays the \$18K matching funds which will allow it to acquire \$100K in state-of-the-art radio equipment. They agreed. Montezuma may have to provide supporting documentation to facilitate the transfer of responsibility.

9. CHAIRMAN'S COMMENTS: Thanks to all

10. BOARD MEMBER COMMENTS: Mark Giugni commented that Station #31's Siren has been donated / delivered to the Sacramento Fire Museum.

11. ANNOUNCEMENTS: None

12. NEXT BOARD MEETING (SPECIAL):

- a. September 26, 2023, 6:00 pm at Station 29

13. ADJOURNMENT: Director Giugni moved to adjourn meeting, second by Vice Chair McAlister and unanimously approved. Meeting adjourned around 7:00 pm.