

CORDELIA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Chairman Jeff Dittmer
Vice Chairman Jim Frische
Secretary Steve Vucurevich
Director Carl Hakenen
Director Brent Kerlin



Regular Meeting Minutes
January 16, 2017 18:00 hours
Cordelia Fire Station 31
2155 Cordelia Road Fairfield, California 94534

1. OPENING CEREMONIES

- a. Call to Order at 17:57 hours
- b. Pledge of Allegiance
- c. Roll Call

Present: Chairman Dittmer, Director Hakenen, Director Vucurevich and Chief Martin.

2. ADOPTION OF THE AGENDA

- a. Motion by Director Hakenen, second by Director Vucurevich to adopt the agenda. Motion carried.

3. APPROVAL OF MINUTES

- a. Change Item 2C from “Nothing to report” to “No Action Taken.”
- b. Motion by Director Hakenen, second by Director Vucurevich to approve the December 12, 2017 Regular Meeting Minutes. Motion carried.

4. PUBLIC FORUM

- a. None

5. SPECIAL TAX/DEVELOPER FEE APPEALS

- a. None

6. FINANCIAL REPORT

- a. The Budget Committee needs to schedule a meeting to review expenditures and their impact on our reserves. The committee also needs to start working on cost estimates for additional full time positions as directed by the strategic planning process.
- b. Reviewed accounts payable transmittals for December 2017. Motion by Director Vucurevich, second Director Hakenen to ratify district accounts payable transmittals for December 2017. Motion carried.

7. BOARD COMMITTEE REPORTS

- a. Special Tax: No report.

- b. Budget: No report.
- c. Strategic Plan: A meeting was held on January 9th. Work is progressing in the development of Goals, Objectives and Action Plans. The next meeting is scheduled for March 13th.
- d. Policies & Administration: No report.
- e. Operations and Equipment: No report.
- f. Facilities: No report.

8. Old Business

- a. EMS Cost Recovery: Chief Martin contacted Medic Ambulance by phone and there is an interest by the company to manage our emergency medical services cost recovery. He will be meeting with representatives of Medic Ambulance soon.

9. NEW BUSINESS

- a. Board Committee Assignments: Chairman Dittmer presented a proposal for committee assignments as follows: Special Tax – Hakenen and Frische, Budget – Frische and Dittmer, Policies/Administration – Hakenen and Vucurevich, Operations and Equipment – Vucurevich and Dittmer, Facilities – Kerlin and Vucurevich. Proposal approved.
- b. Parcel 0148121120 Reimbursement: Motion by Director Hakenen, second by Director Vucurevich to reimburse Parcel 0148121120 \$114.07 due to a billing error. Motion carried.
- c. Presentation (Rescue): Chief Martin presented the idea of purchasing a light rescue vehicle as the primary response unit assigned to Station 29. The concept is supported and is referred to the Operations/Equipment Committee for further review.

10. COMMUNICATIONS/CORRESPONDENCE

- a. None.

11. DISTRICT CHIEF COMMENTS

- a. Fire Fighters Association: The Association is excited about the 100th year anniversary of the District. The Association is actively involved in efforts to recruit new resident firefighters and has been reaching out to community colleges in our area. The third annual G.V. Cellars wine mixer is tentatively scheduled for May 19th. The Association was encouraged by the Board to select members to be assigned to the board committees.
- b. Apparatus: Engine 231 is getting some emergency lighting upgrades. The surplus command vehicle has been sent to auction.
- c. Call Response: A written report was provided to the Board.
- b. Personnel: There will be new hire testing in January. Eight new Resident Firefighters are coming on board. There are 2 more in the hiring process.
- c. Monthly Training: A written report was provided to the Board. No action taken.

- d. Facilities: The sheetrock that was water damaged in the men's bathroom has been replaced. The work was accomplished voluntarily by Shannon Shaw, a friend of one of our residents.
- e. Open House/100 Year Anniversary Celebration: Tentatively scheduled for May or June of this year.
- f. Chief Martin acknowledged and thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

11. CHAIRMAN'S COMMENTS

- a. Chairman Dittmer thanked our members for all of their efforts in recruiting new Resident Firefighters and for all of their hard work.
- b. Chairman Dittmer thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

12. BOARD MEMBER COMMENTS

- a. Director Hakenen expressed his appreciation for our members and stressed how much our community needs and appreciates them. He reminded the Board that Vice Chairman Frische, Director Vucurevich and himself are up for re-election in November. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.
- b. Director Vucurevich thanked all who are participating in the Strategic Planning process and encouraged members to take advantage of the opportunity to be part of it. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

13. ANNOUNCEMENTS

- a. Next Strategic Planning meeting is scheduled for March 13, 2018.
- b. Next Board meeting February 13, 2018 at 18:00 hrs.

14. ADJOURNMENT

- a. Motion by Director Hakenen, second by Director Vucurevich to adjourn meeting at 19:16 hours. Motion carried.

Respectfully submitted, Steve Vucurevich, Secretary