

CORDELIA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Chairman Jeff Dittmer
Vice Chairman Jim Frische
Secretary Aaron McAlister
Director Carl Hakenen
Director Brent Kerlin



Regular Meeting Minutes

October 16, 2018 18:00 hours

Cordelia Fire Station 31

2155 Cordelia Road Fairfield, California 94534

1. OPENING CEREMONIES

- a. Call to Order
- b. Roll Call
- c. Present: Chairman Dittmer, Director Hakenen, Director Kerlin, Director McAlister and Chief Martin.
- d. Pledge of Allegiance

2. ADOPTION OF THE AGENDA

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

3. APPROVAL OF MINUTES

- a. Motion Director Hakenen, second by Director Kerlin to approve the September 11, 2018 Regular Meeting Minutes. Motion carried.

4. PUBLIC FORUM

- a. None

5. SPECIAL TAX/DEVELOPER FEE APPEALS

- a. Nothing to report

6. FINANCIAL REPORT

- a. Motion by Director McAlister, second Director Kerlin to ratify district accounts payable transmittals for September 2018. Motion carried.

7. BOARD COMMITTEE REPORTS

- a. Special Tax: No action.
- b. Budget: Met with insurance carrier, (FAIRA) to review coverage. Review indicated a need to increase policy limits for assets. Also need to look at flood and earthquake coverage at a future meeting
- c. Policies & Admin. See Old and New business.
- d. Ops. & Equip. No action.

- e. Facilities: No action.

8. OLD BUSINESS

- a. EMS cost recovery – Medic Ambulance. Put over until next month with budget committee to confirm cost of each EMS call.
- b. EMS / Rescue Truck - Contract. Motion by Director Hakenen and second by Director McAlister to approve Resolution 2018-06 for purchase of vehicle. Motion carried.
- c. New Employee – Fill open Lieutenant position. Brandon Smith was rehired to fill the position. With new position a 48/96 work schedule is now possible and a review of both financial costs and word coverage will be reviewed at next board meeting.
- d. St 29, 30 & 31 review and possible actions. Station 29 (Falls School) site was discussed and Director McAlister and Kerlin will contact Fairfield School District about possible long-term solutions.
- e. Board Policy 2010 and 2020 – First reading of changes
- f. Solano County Mutual Aid Agreement. Over to next month re: Concerns over Section 11. Compensation and names of who the signers of the document will be. Also, discussion of possible separate agreements between each party other than joint agreement.

9. NEW BUSINESS

- a. Board Policy 2050, BOARD VACANCY POLICY, First reading.
- b. Discussion concerning Public Law 172 funds. Will approach LAFCO and Supervisor Brown about assistance in gaining access to the funds.

10. COMMUNICATIONS/CORRESPONDENCE

- a. None

11. DISTRICT CHIEF COMMENTS

- a. Fire Fighters Association Report – Fill the boot solicitation at Suisun Valley Rd and Rockville Rd intersection will be held on October 27, 2018. 100-year anniversary open house will be held on November 10, 2018. Awards and Christmas dinner will be held on December 8, 2018.
- b. Apparatus: Engine 29 out of service awaiting parts for door/window repair.
- c. Call Response: Written report provided.
- d. Personnel: Lost 5 members. 1 needed to change jobs for increased financial income and 4 went to other agencies. Filled the open Lieutenant position. 1 new hire in the pipeline.
- e. October Monthly Training: A written report was provided to the Board.
- f. Preliminary Audit presented to board. Board requested a presentation to the board when final report is available by auditor.
- g. Training report presented.
- h. Chief Martin thanked the Board and the fire fighter for their service. He also advised the board that the new tables and chairs came to the district as a gift from the Vacaville Fire Protection District.

i. **CHAIRMAN'S COMMENTS**

- a. Discussion related to damage to front of the station by one of our Engines and appreciation of the excellent repair work done by members of the department.

j. **BOARD MEMBER COMMENTS**

- a. Director Hakenen Was at the GVLA meeting and advised of an excellent presentation by Director Dittmer and Chief Martin.
- b. Director McAlister Discussed the pre-position of Fire Service crews in our county and asked that we continue to support the concept.
- c. Director Kerlin Advised he had received several positive comments about the GVLA presentation

k. **ANNOUNCEMENTS**

- a. Next Board meeting November 20, 2018 at 18:00 hours.

l. **ADJOURNMENT**

- a. Motion by Director Hakenen, second by Director McAlister to adjourn meeting at 2034 hours. Motion carried.

Respectfully submitted, Carl Hakenen, Acting Secretary