

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 September 12, 2017 18:00 hours Cordelia Fire Station 31

2155 Cordelia Road Fairfield, California 94534

1. OPENING CEREMONIES

- a. Call to Order for Closed Session at 18:02 hours
- b. Roll Call
- c. Present: Chairman Dittmer, Vice Chairman Frische, Director Hakenen, Director Kerlin, Director Vucurevich and Chief Martin.
- d. Pledge of Allegiance

2. ADOPTION OF THE AGENDA

- a. Add Item 9c - Adoption of Resolution 2017-007, Special Tax Agreement with the Solano County Auditor/Controllers Office for Fiscal Year 2017/18.
- b. Motion by Director Hakenen, second by Vice Chairman Frische to adopt the agenda with addition noted above. Motion carried.

3. APPROVAL OF MINUTES

- a. Motion by Director Hakenen, second by Director Kerlin to approve the August 8, 2017 Regular Meeting Minutes and the August 29, 2017 Special Meeting Minutes. Motion carried.

4. PUBLIC FORUM

- a. Rich Seithel, new Executive Officer of Solano LAFCO introduced himself and expressed his enthusiasm in working with us on the proposed partnership with Vacaville Fire Protection District.

5. SPECIAL TAX/DEVELOPER FEE APPEALS

- a. None

6. FINANCIAL REPORT

- a. Motion by Vice Chairman Frische, second Director Vucurevich to ratify district accounts payable transmittals for August 2017. Motion carried.

7. BOARD COMMITTEE REPORTS

- a.** Special Tax: No report.
- b.** Budget: No report.
- c.** Strategic Plan: A strategic planning meeting was held just prior to this Board Meeting with discussion on a single versus a two station service delivery model.
- d.** Policies & Administration: No report.
- e.** Operations and Equipment: A meeting was held with Brendan Kelly of the Green Valley Conservancy to discuss the Middle Green Valley Project. Chairman Dittmer, Director Vucurevich and Chief Martin were in attendance.
- f.** Facilities: We are working with Henry Roofing Products in evaluating the possibility of using a rubber roof sealer/membrane to deal with ongoing roof leaks.

8. Old Business

- a.** Board Committee Assignments: Directors Hakenen and Vucurevich will review the current committee assignments and make a recommendation to the Board at our next meeting.
- b.** Special Tax for Home Businesses: Director Hakenen and Vice Chairman Frische will review the list of businesses in the district and determine if any of our residences need to be changed to businesses for the Special Tax based on potential increases in demand for emergency services.
- c.** Self-Contained Breathing Apparatus Grant (S.C.B.A.): Vacaville F.D. has been notified that the Regional S.C.B.A. Grant has been awarded. Our District is responsible for paying 10%, \$20,000.00, of the \$200,000.00 grant. Two members from each agency will participate in a group evaluation of the various S.C.B.A. manufacturers and make a recommendation to the Fire Chiefs. The goal is to receive the new equipment by June of 2018.

9. NEW BUSINESS

- a.** Roof over Bathroom: The Board supports moving forward with the application of a rubber membrane over the roof to address current roof leaks.
- b.** Department of Forestry and Fire Protection Volunteer Fire Assistance Grant: The grant replaces 10 sets of turnouts and the purchase of 30 new wildland helmets and wildland gloves. The grant is for a total cost of \$33,000.00, 50% of which the district is responsible for paying.
 - 1.** Motion by Director Vucurevich, second by Director Hakenen to approve Resolution 2017-006 for the purchase of personal protective equipment through the Department of Forestry and Fire Protection Volunteer Fire Assistance Grant. Motion carried.
- c.** Special Tax Agreement: Motion by Director Hakenen, second by Vice Chairman Frische to approve Resolution 2017-007, Special Tax

Agreement with the Solano County Auditor/Controllers Office for Fiscal Year 2017/19. Motion carried.

10. COMMUNICATIONS/CORRESPONDENCE

- a. The Chief shared that he was approached at the recent Friday Night at the Farm event by several community members expressing appreciation for extinguishing the recent fire in the hills above Green Valley.

11. DISTRICT CHIEF COMMENTS

- a. Fire Fighters Association: The Association will be having an election for vacant officer positions soon.
- b. Chief Martin shared that he had met for lunch with Rich Seithel, LAFCO Executive Officer, recently and is impressed with his commitment to working with us in our efforts to partner with Vacaville Fire Protection District.
- c. E.M.S. Billing: Captain Untalan is researching the possibility of billing for emergency medical service calls through Medic Ambulance.
- d. Apparatus: Replaced ball joints and rear tires on Engine 31. The front tires on the unit will also be replaced soon.
- e. Acting Positions: The Board supports hiring a limited term employee to backfill for Captain Untalan so that he can step up to the Acting Battalion Chief position.
- f. Recent Airplane Crash: A small plane crashed in the hills north of Lake Herman Road. Both occupants were fatally injured.
- g. Call Response: Written report provided.
- b. Personnel: Firefighters Chris Ochoa and John Alcantara passed probation and were presented badges and helmets. Two new members are coming on board and two existing members are leaving the district, one of which is a station supervisor.
- c. September Monthly Training: A written report was provided to the Board. No action taken.
- d. Chief Martin thanked Director Kerlin for moving utilities for his trailer. He also 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 congratulated the firefighters recognized for completing probation. He expressed appreciation for all of the work done to receive the recent grants and for the extra hours the Chief has been putting in. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

12. BOARD MEMBER COMMENTS

- a. Vice Chairman Frische said ditto to everything Chairman Dittmer shared. He also thanked LAFCO Executive Director Rich Seithel for introducing

himself and attending the meeting. He thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

- b. Director Hakenen congratulated the firefighters on passing probation and for Tracy supporting the Chief during this demanding time. He also reminded the Board of the upcoming Green Valley Land Owners Association, G.V.L.A., meeting on October 10th, which is the date for our next Board Meeting. He suggested we move the next Board Meeting to October 9th, so that board members can attend the G.V.L.A. meeting. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.
- c. Director Kerlin thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.
- d. Director Vucurevich thanked Captain Untalan for stepping up and taking on the responsibility of an Acting Battalion Chief. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

13. ANNOUNCEMENTS

- a. Green Valley Land Owners Association, G.V.L.A. Meeting October 10, 2017.
- b. Next Board meeting October 9, 2017 at 18:00 hours.

14. ADJOURNMENT

- a. Motion by Director Vucurevich, second by Director Hakenen to adjourn meeting at 19:45 hours. Motion carried.

Respectfully submitted, Steve Vucurevich, Secretary