



CORDELIA FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING

MINUTES

August 13, 2019 @ 6:00 pm

Cordelia Fire Station

2155 Cordelia Road, Fairfield, CA. 94534

1. OPENING CEREMONIES: 6:00 pm. **MEETING DELAYED DUE TO EMERGENCY INCIDENTS- MEETING STARTED AT 6:11 PM
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Roll Call. **DIRECTOR KERLIN ABSENT
2. ADOPTION OF THE AGENDA: *On motion of Frische and second by Hakenen agenda approved unanimously.
3. APPROVAL OF MINUTES:
 - a. Regular Board meeting of July 15, 2019 ** On motion of Frische and second by Hakenen, minutes are approved unanimously
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 in order 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. SPECIAL TAX / DEVELOPER FEE APPEAL: **Director Hakenen gave a verbal report on his interactions with the Auditor Controller on the special tax.
6. CONSENT AGENDA: *The Chief arrives at 6:37, some items were taken out of order.
 - a. Review and possible ratification of District accounts payable transmittals for July, 2019 ***This item deferred to next month, no action taken. September meeting should include July and August payables.
7. BOARD COMMITTEE REPORTS: **No action taken, brief reports given.
 - a. Special Tax – Vice Chairman Frische & Director Hakenen.
 - b. Budget – Vice Chairman Frische and Chairman Dittmer
 - c. Policies & Admin. – Director Hakenen & Director McAlister
 - d. Ops. & Equip. – Chairman Dittmer & Director McAlister
 - e. Facilities – Director Kerlin & Director McAlister
8. OLD BUSINESS:
 - a. 48/96 Work Schedule
 - b. Medical Director Update. **The Fire District received a call today, 08-13-19 that Dr. Sui will no longer be our medical director.

- c. Approval of the 2019-20 budget ** On motion by McAlister and second by Hakenen, approved unanimously.
- d. Website Exemption Resolution **Deferred to next month.
- e. Fire House reporting software **No final decision made.
- f. Committee formation to explore a contract for services with the City of Fairfield. **No report.
- g. Light Rescue Closure Update. **The Board votes to ratify the actions of the Finance Committee. Motion by McAlister, second by Hakenen, approved unanimously.

9. NEW BUSINESS:

- a. Promotion of Brandon Smith. **Badge pinning, to follow at a later date.
- b. Significant Incidents – Chief Officer Coverage. **Director McAlister expressed concern about 24 hour Chief Officer coverage. There seems to be a gap in coverage; nights, weekends, etc. It is a critical safety element for our firefighters to have a command level office in the command post. This is a long term challenge for the District that needs to be addressed. The Chief indicates he has been working on some options and expects to present them soon.
- c. PG&E Energy Savings ** This item taken out of order. **Lee Knowles, Echo Green Solutions, Gave a presentation about an energy savings opportunity. The Board tables any action on this item and requests it appear on the agenda next month.
- d. District Policy 6020 District Owned and Employee Personal Property
- e. District Policy 6050 Station Log
- f. District Policy 6060 Shift Log and Pay Procedures
***For items d,e &f, the first reading was held these will appear on the agenda next month.

10. COMMUNICATIONS/CORRESPONDENCE: **None

11. STAFF COMMENTS & REPORTS:

- a. Firefighters Association **The request is within the Chief's discretion to advertise for recruitment. There is a MDA fill the boot event planned for October 26, 2019. The Association gave reports on other activities, including; physical fitness, t-shirts and coffee.
- b. Apparatus. **E231 will need approximately \$6,000 in repairs. E29 will also require some pump repairs.
- c. Call response. **Vegetation fire today at I80 & SR12. There was also a significant fire on Lopes Road that was a few hundred acres. This fire was in the SRA. There was also a significant fire on Goodyear Road a few days later that was challenging for the District. The Fire Chief reports on some lessons learned and will be incorporating some command tactical training in the near future.
- d. Staffing. **The Chief gave a report on staffing and staffing challenges.
- e. August monthly training **Report given on training.

12. CHAIRMAN'S COMMENTS: **The Chairman reports positive movement in the organization over the last 30 days and thanks the staff for their increased presence and contributions. Director Kerlin is also recognized for his contributions.

13. BOARD MEMBER COMMENTS:

**Board members thank the staff for contributions in order to make the organization successful. Chief Nolan is also thanked for stepping up and coming in to help this organization.

*Some discussion about the new countywide blocking policy and how dangerous the freeways are. The new blocking policy is a good move to protect firefighters.

14. ANNOUNCEMENTS:

15. NEXT BOARD MEETING:

- a. September 10, 2019 6:00 pm

7:52- the board takes a break and prepares for closed session.

16. CLOSED SESSION: **The Board goes into closed session at 8:02 pm

- a. Personnel Discussion
- b. Interim Fire Chief Contract

**The Board returns to open session at 08:31 pm. The Board reports the Fire Chiefs contract has been approved by unanimous vote.

17. ADJOURNMENT: Adjourned at 08:32 pm.