



# CORDELIA FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

### MINUTES

February 11, 2020 @ 6:00 pm

Cordelia Fire Station

2155 Cordelia Road, Fairfield, CA. 94534

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1. OPENING CEREMONIES: 6:00 pm. \*\*Meeting called to order at 6:16 pm
  - a. Call to Order
  - b. Pledge of Allegiance
  - c. Roll Call. \*\*All members of the Board are present.
2. ADOPTION OF THE AGENDA: \*\*Approved unanimously on motion of Frische and second by Senior.
3. APPROVAL OF MINUTES:
  - a. Regular Board Meeting Minutes of January 7 & 14, 2020  
\*\*\*\*The minutes of January 7<sup>th</sup> will be presented at the next meeting. \*\*The Minutes of January 14<sup>th</sup> 2020 were approved unanimously on motion of McAlister and second by Dittmer.
4. BADGE PINNING:
  - a. Senior Resident Firefighter Joe Bianculli
5. 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.
6. SPECIAL TAX / DEVELOPER FEE APPEAL: \*\*None
7. CONSENT AGENDA:
  - a. Review and possible ratification of District accounts payable transmittals for January 2020  
\*\*On motion of Frische and second of McAlister, approved unanimously.
8. BOARD COMMITTEE REPORTS:
  - a. Special Tax – Vice Chairman Frische & Director Langstaff. \*\*One possible change for a rural residence being used as an ABB.
  - b. Budget – Vice Chairman Frische and Chairman Dittmer. \*\*One meeting was held to review budget.
  - c. Policies & Admin. –Director Langstaff & Director McAlister. \*\*No Report
  - d. Ops. & Equip. – Chairman Dittmer & Director McAlister. \*\*Meeting held with private payroll vendor. Need to schedule meet and confer session with L1186 to discuss implementation of payroll vendor and work schedules.
  - e. Facilities – Director Senior & Director McAlister. \*\*Director Senior met with Chief at Falls School and reviewed feasibility of the Falls School gym. The gym would be very usable for our purpose. \*\*\*The Board reviewed a draft letter to the FFUSD. The Board

had consensus the letter should be authored by County Counsel. \*\*Director Dittmer also gave a report on a conversation he had with Supervisor Spering about other options for securing our future at Falls School. The board provided direction on a few changes to the letter.

\*\*Director Senior gives a report on replacing windows at fire station 31.

#### 9. OLD BUSINESS:

- a. 48/96 Work Schedule\*\*As previously discussed, need to meet and confer with L1186.
- b. Medical Director Update \*\*Dr. Su has met with County EMS and Fire District staff. There is a checklist being worked through with a site visit to follow. This process could take 60-90 days.
- c. LAFCO Fire District Study \*\*LAFCO Meeting March 9 2020 10 am.
- d. Firesafe Council Update. \*\*Report given on the Green Valley Fire Safe Council.
- e. Resolution 2015-11Discussion and Possible Action. \*\*Following discussion, on motion of McAlister and second of Frische, the motion to approve with the caveat that the Chief follow up with County Counsel confirming the appropriate steps were taken, the motion is approved unanimously.

#### 10. NEW BUSINESS:

- a. Director Langstaff Strategic Planning Update. \*\* Director Langstaff gives an overview of the draft strategic plan. The board, staff and members of the public are encouraged to review the draft plan and provide comments and feedback to Director Langstaff. A revised version will be presented at the March 2020 Board Meeting. The Board will hold a special meeting in a workshop format to do a page turn of the document. The Meeting will be held February 27 at 6 pm.
- b. Training
  - i. Brown Act;
  - ii. Conflict of Interest;
  - iii. Ethics ([oag.ca.gov/ethics](http://oag.ca.gov/ethics))

The Chair discussed the need and requirements for new Board Members to take the required training. There are courses available from multiple sources including online and periodic offerings from Solano County Counsel.

- c. Cost Recovery Resolution 2020- Discussion \*\*\*See item 9e above.

#### 11. COMMUNICATIONS/CORRESPONDENCE: \*\* None

#### 12. STAFF COMMENTS & REPORTS:

- Firefighters Association \*\*\*Report given. Wine Mixer is scheduled for May 17 12-4 at Green Valley Cellars. \*\*New vendor selected for t-shirts, apparel, etc. Link will be distributed. Company is digital stitches. The association will be electing new board members.
- Apparatus
- Call Response
- Staffing. \*\*The Fire Chief reports some new residents on board and in the pipeline.
- Monthly Training

13. CHAIRMAN'S COMMENTS:

\*\*Director Dittmer requests election of officers to be agendized next month.

14. BOARD MEMBER COMMENTS:

\*\*Board members give general comments and acknowledgments.

15. ANNOUNCEMENTS:

16. CLOSED SESSION: \*\*The Board goes into closed session at 833 pm.

- a. District Staffing

17. REPORT OUT FROM CLOSED SESSION (if applicable):

18. NEXT BOARD MEETING:

- a. March 10, 2020 6:00 pm
- b. Special Meeting February 27 at 6pm.

19. ADJOURNMENT: \*\*The Board return from closed session at 9:14 pm. There is no reportable action from closed session. The Board votes unanimously to adjourn open motion of McAlister and second by Frische at 9:15 pm.

*The Cordelia Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, to please contact the Chief's office, (707) 864-0468, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.*