



# **CORDELIA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING MINUTES**

**October 15, 2019 @ 6:00 pm**

**Cordelia Fire Station**

**2155 Cordelia Road, Fairfield, CA 94534**

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1. **OPENING CEREMONIES: 6:10pm**
  - a. Call to Order
  - b. Pledge of Allegiance
  - c. Roll Call: Directors Dittmer, Frische and Hakenen present
2. **ADOPTION OF AGENDA: Motion Frische, Second Hakenen – Passed**
3. **APPROVAL OF MINUETS: Motion by Hakenen, Second by Frische - Passed**
  - a. Regular Board meeting of August 13, 2019
  - b. Regular Board meeting of September 10, 2019
  - c. Special Meeting September 17, 2019 – Over to next board meeting
4. **PUBLIC FORUM: - no comments**
5. **SPECIAL TAX / DEVELOPER FEE APPEAL – Property Tax bills are out, no appeals yet.**
6. **CONSENT AGENDA: - Over to next meeting to cover Aug. – Oct. 2019.**
7. **BOARD COMMITTEE REPORTS:**
  - a. Special Tax – no report
  - b. Budget – will schedule quarterly review at future date
  - c. Policies & Admin. – no report
  - d. Ops. & Equipment. – no report
  - e. Facilities – no report
8. **OLD BUSINESS:**
  - a. 48/96 WORK SCHEDULE – on going research. Over to next meeting
  - b. Medical Director Update – Dr. Siu present and introduced himself. Advised working on getting our ALS up and running sometime in next several months. Working with county to move it forward.
  - c. Website Exemption Resolution – Resolution 2019-03 Motion by Hakenen, Second Frische – Passed by all.
  - d. Fire House reporting software – Noted purchase of new program and working on getting it up and running. Discussion about possible hacking into our old program in past and will continue investigation with possible formal law enforcement report.
  - e. Contract for services with City of Fairfield – Over to next meeting.
  - f. Surplus of Utility- Over to next meeting. Chief and Asst. Chief have some possible new uses of vehicle.
  - g. Engine 231 Status Report – needs approximately \$3600.00 in repairs. Department to move forward on this.

- h. Nexus Study – Over to next meeting
  - i. Fire Chief Recruitment – Starting posting process with some initial results
  - j. Annual Audit – Over to next meeting
9. NEW BUSINESS:
- a. Employment agreement for Asst. Fire Chief David Carpenter – Motion by Hakenen, Second by Frische to approve agreement – Passed
  - b. LAFCO Fire District Study – Over to next meeting
  - c. PGE PSPS – Removed as duplicate of item d.
  - d. Fire District Preparedness for power outages – Over to next meeting
  - e. Firesafe Council – Over to next meeting
  - f. GVLA Meeting – review of meeting by Director Dittmer, Hakenen and Asst. Chief Carpenter
  - g. Fire District Servicer – Covered under Old Business item d.
10. COMMUNICATIONS/CORRESPONDENCE: - Nothing
11. STAFF COMMENTS & REPORTS:
- a. Firefighters Association – Boot Drive October 26, Holiday Party Dec. 7, Resident Firefighter positions posted online.
  - b. Apparatus – Vacaville Fire District offering us an excess Type 1 Engine. Fire Chief to work out the details.
  - c. Call response – reviewed
  - d. Staffing – Over to next meeting
  - e. Monthly training – on email sent to directors to review
12. CHAIRMAN’S COMMENTS: General thanks to everyone for assistance in operating district in this transition time.
13. BOARD MEMBER COMMENTS: - General thanks
14. ANNOUNCEMENTS: Regular session ended 7:25pm to be followed by closed session.
15. CLOSED SESSION: Opened at 7:27pm Ended at 7:42pm Nothing to report
16. NEXT BOARD MEETING: NOVEMBER 12, 2019 @ 6:00pm
17. ADJOURNMENT: AT 7:49pm.

Respectfully Submitted

Carl Hakenen, acting Secretary.