

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
January 13, 2017 1830 hours
Cordelia Fire Station 31
2155 Cordelia Road Fairfield, California 94534

1. OPENING CEREMONIES

- a. Call to Order at 16:06 hours
- b. Pledge of Allegiance
- c. Swearing in Ceremony for Re-elected Directors: Chairman Dittmer and Director Kerlin sworn in by reciting the Oath of Office.
- d. Roll Call
Present: Chairman Dittmer, Director Hakenen, Director Kerlin, Director Vucurevich and Chief Martin.

2. ADOPTION OF THE AGENDA

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

3. APPROVAL OF MINUTES

- a. Motion by Director Kerlin, second by Director Hakenen to approve the December 13, 2016 Regular Meeting Minutes. Motion carried.

4. PUBLIC FORUM

- a. None

5. SPECIAL TAX/DEVELOPER FEE APPEALS

- a. None

6. FINANCIAL REPORT

- a. Reviewed accounts payable transmittals for December 2016. Motion by Director Vucurevich, second Director Hakenen to ratify district accounts payable transmittals for December 2016. Motion carried.

7. BOARD COMMITTEE REPORTS

- a. Special Tax: No report.
- b. Budget: No report.
- c. Strategic Plan: A tentative meeting will be held in February.

- d. Policies & Administration: No report.
- e. Operations and Equipment: A recruitment meeting was held. The Chief is in the process of gathering information for Fairfield Fire Department to evaluate the possibility of consolidation or a merger of some type. Chairman Dittmer will contact the Russo's about the possibility of donating property on Green Valley Rd. for a fire station site. Chairman Dittmer and Director Vucurevich will be meeting with representatives of Vacaville Fire Protection District about resource sharing or some type of merger.
- f. Facilities: The Chief is still getting bids for the Station 29 door repair.

8. OLD BUSINESS

- a. Standard of Customer Service: Motion by Director Hakenen, second by Director Vucurevich to adopt the proposed Standard of Customer Care for the Cordelia Fire Protection District. Motion carried.
- b. Mission Statement: Second and final reading of the proposed Mission Statement. Motion by Director Hakenen, second by Director Kerlin to adopt the proposed Mission Statement for the Cordelia Fire Protection District. Motion carried.
- c. Adoption of the 2016 California Fire Code & Local Amendments: Second and final reading of the proposed code adoption. Motion by Director Hakenen, second by Director Vucurevich to adopt Ordinance 1701, the 2016 California Fire Code & Local Amendments. Motion carried.

9. NEW BUSINESS

- a. None

10. COMMUNICATIONS/CORRESPONDENCE

- a. None.

11. DISTRICT CHIEF COMMENTS

- a. Fire Fighters Association Monthly Report: None
- b. Engines:
 - 1. Engine 29 – The unit is back in service. The micro controller was replaced.
 - 2. Utility 31- The unit is at Watco for electrical problems.
- c. Call Response: A written report was provided to the Board. No action taken.
- d. Personnel: Two recruits have submitted resumes from Los Madonos College.
- e. January Monthly Training: A written report was provided to the Board. No action taken.
- f. Flooding: Chief Martin recognized the members for doing a great job in dealing with the recent flooding within the District. 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 thanked members for their efforts in dealing with the recent flooding and in helping with the recruitment of new members. He also acknowledged and thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

12. BOARD MEMBER COMMENTS

- a. Director Hakenen thanked Tracy Martin for her support of the Chief and the District. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.
- b. Director Kerlin expressed appreciation for all the support during the trying times with his mother. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.
- c. Director Vucurevich encouraged the membership to not be discouraged in light of the challenges we faced during the first half of the fiscal year. He also thanked the Board, CFPD staff, and crews for their continued support and dedication to the district.

13. ANNOUNCEMENTS

- a. The Department Awards Dinner will be held on February 11th at 6pm at Station 31.
- b. Next Board meeting February 14, 2017 at 16:00 hours.

14. ADJOURNMENT

- a. Motion by Director Kerlin, second by Director Hakenen to adjourn meeting at 17:07 hours. Motion carried.

Respectfully submitted, Steve Vucurevich, Secretary