



**CORDELIA FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING  
MINUTES OF MEETING  
December 11, 2018 @ 6:00 pm  
Cordelia Fire Station  
2155 Cordelia Road, Fairfield, CA 94534**

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1. **OPENING CEREMONIES: 6:00 pm**
  - a. Call to Order
  - b. Pledge of Allegiance
  - c. Swearing in of Directors \*\*Supervisor Brown was present to swear in newly elected members of the Board. Oath of Office was administered
  - d. Roll Call- \*\*Director Frische Absent, all other present
  - e. Election of Officers \*\*On Motion of Hakenen and second by Kerlin, Motion to keep all officers status quo was approved by unanimous vote
  
2. **ADOPTION OF THE AGENDA: \*\*Motion by Hakenen second by Kerlin to adopt the agenda.**
  
3. **APPROVAL OF MINUTES:**
  - a. Regular board meeting of November 20, 2018 \*\*Minutes approved as written on motion of Hakenen and second by Kerlin. 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.

\*\*There were no public comments.
  
5. **SPECIAL TAX / DEVELOPER FEE APPEAL: \*\*None**
  
6. **CONSENT AGENDA:**
  - a. Review and possible ratification of District accounts payable transmittals for November 2018
    - i. Expense report
    - ii. Credit card statement
    - iii. Monthly Journal
    - iv. Cost Recovery

\*\*The Consent agenda was approved unanimously on motion of Hakenen and second by McAlister
  
7. **BOARD COMMITTEE REPORTS:**
  - a. Special Tax – Vice Chairman Frische & Director Hakenen

\*\*No Report

- b. Budget – Vice Chairman Frische and Chairman Dittmer

\*\* Dittmer and McAlister gave a report on the meeting with Solano County Auditor about switching payroll to the 48/96 schedule. County staff is not interested in switching to the schedule for 3 employees. Some discussion was held about the future of payroll service and the future of auditor controller services. Chief Martin to look into the Montezuma Fire District CPA contractual arrangement.

- c. Policies & Admin. – Director Hakenen & Director McAlister

\*\*No Report

- d. Ops. & Equip. – Chairman Dittmer & Director McAlister

\*\*No Report

- e. Facilities – Director Kerlin & Director McAlister

\*\*Director McAlister reported the meeting with FFSUSD Superintendent has been cancelled for DEC, to be re-scheduled for January.

8. OLD BUSINESS:

- a. EMS cost recovery – Medic Ambulance

\*\*Chief waiting for final contract from Medic

- b. EMS/Rescue Truck –

\*\*Still waiting for Dodge to start excepting orders for the 2019 cab and chassis

- c. St 29 & 30 Comments – Falls School
- d. Board Policy 2010 – Carl – correction
- e. Board Policy 2020 – Carl – correction

\*\*Both item d. and item e. were approved unanimously by the Board. Motion by McAlister, second by Hakenen

- f. Solano County Mutual Aid Agreement

\*\*Item f. approved unanimously by the Board. Motion by McAlister, second by Hakenen.

- g. Auditor official report

- h. County Ambulance RFP

\*\*Chief Martin and Director McAlister attended the SEMSC Board Meeting. There was a verbal report given on the meeting. The SEMSC is gathering additional information about options of the future of Ambulance service.

9. NEW BUSINESS: \*\*None

10. COMMUNICATIONS/CORRESPONDENCE: \*\*None

11. FIRE CHIEF COMMENTS:

- Fire Fighters Association
  - Christmas Dinner & Awards
- Apparatus
  - Eng. 31
  -
- Call response
  - November / Call Volume comparison prior year/current year
- Personnel
- December monthly training

\*\*Chief Martin gave verbal reports on the status of the above items.

12. CHAIRMAN'S COMMENTS: \*\*Verbal report given

13. BOARD MEMBER COMMENTS: \*\*Verbal reports given.

14. ANNOUNCEMENTS:

15. NEXT BOARD MEETING:

- a. January 8, 2019

16. ADJOURNMENT:

\*\*Motion to adjourn by Hakenen and second by Kerlin. Approved unanimously.