

## Minutes of the Capay Valley Fire Protection District Commissioners

Monday 11 December 2023

The regular meeting of the Capay Valley Fire Protection District Board of Commissioners was opened and called to order at 6:35 PM by: Board Chair, Judith Redmond

**Board Members Present:** Wyatt Cline, Dawnmarie Eason, Caleb Sehnert, Judith Redmond

**Absent:** Mark Burns

**Others Present:**

**Chief/Dist. Secretary:** Jesse Capitanio

**Association Members:**

**Motion to approve the November meeting minutes:**

**Motion:** Wyatt Cline

**Second:** Dawnmarie Eason

**Ayes:** Wyatt, Dawnmarie, Judith, Caleb, Mark

**Nays:** None

**Absent:** None

**Approved:** Yes

**Public Comment:** None

**Correspondence:** None

**Old Business:**

### 1. Joint Operations Agreement

Personnel Policies: Eyres Law has not yet completed the draft revisions and has been uncommunicative. Jesse has contacted YCPARMIA about this and depending on their response we will consider other options for completion of the project.

### 2. CVERA update

CVERA is off for December. They had their holiday party where Capt. Hollis presented volunteers with certificates of appreciation, and a plaque for Moira Fitzgerald for her dedication and hard work.

The board will keep this item on the agenda for updates at the next meeting.

### 3. Projects Update

Jesse requested participation from members of the Board in the planning and implementation of large infrastructure projects such as the concrete and Station 21 projects. Mark and Caleb to assist in an ad hoc capacity.

- a. Water Storage upgrade project: Jesse has received guidance from the County as to how to cost our volunteer labor. Work on the project is ongoing.
- b. Concrete: Results of feasibility study not yet in.
- c. Station 21: No progress

### 4. Non-Profit 218 assessments

The Board determined that exceptions cannot be made for non-profit organizations who may be financially burdened by the benefit assessment. Judith will draft a letter to the Rumsey Improvement Association explaining that an exemption or reduction is not possible. This item to be removed from the agenda.

## 5. Personnel Discussion

Jesse agreed to consolidation of his various duties under the single title of Fire Chief for which he will be compensated \$60,600.00 yearly salary with pension, health insurance contribution, and accrual of sick and vacation leave. Jesse to make necessary adjustments with Payality, Dawnmarie to draft a job description for the position.

### **New Business: None**

### **Fire Chief's Report:**

Funding: Attended a small grants webinar and got some leads for emergency services grants which we may be eligible for.

Facilities: Door is repaired at Station 22

Equipment: Maintenance needed: hose testing, SCBA flow testing

Apparatus: Beginning annual maintenance schedule for apparatus including pump testing

Personnel: 2 resumes in to esparto for the shared firefighter position

Training: Have participated in 3 interagency trainings in the last couple weeks - Cal Fire, Madison, Yocha Dehe in attendance. One more scheduled for this Thursday before the end of the year.

Trying to map out my training schedule for early 2024 and find some classes for Matt

Firefighter McKeown tested for her EMT today, is joining the Cal Fire academy in Colusa in January

ISO: No update

Calls: 13 calls in November

### **Firefighters' Association Report:**

Christmas dinner/awards ceremony will be held on December 16<sup>th</sup>

### **Other Agenda Items:**

#### **Discuss budget and review claims:**

Jesse submitted the current claims and they were reviewed by the Board

#### **Motion to Pay Submitted Claims**

**Motion:** Mark Burns

**Second:** Caleb Sehnert

**Ayes:** Dawnmarie, Caleb, Wyatt, Judith, Mark

**Nays:** None

**Absent:** None

**Approved:** Yes

#### **Motion to Close the Meeting:**

**Motion:** Mark Burns

**Second:** Wyatt Cline

**Ayes:** Judith, Wyatt, Dawnmarie, Caleb, Mark

**Nays:** None

**Absent:** None

**Approved:** Yes

**Meeting adjourned: 7:35PM**

Judith Redmond, Chairman

Jesse Capitanio, Secretary