

## Minutes of the Capay Valley Fire Protection District Commissioners

Monday 11 September 2023

The regular meeting of the Capay Valley Fire Protection District Board of Commissioners was opened and called to order at 6:32 PM by: Board Chair, Judith Redmond

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

**Absent:**

**Others Present:** Merrie Tompkins

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

**Association Members:**

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

**Motion:** Mark Burns

**Second:** Wyatt Cline

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

**Nays:** None

**Absent:** None

**Approved:** Yes

**Public Comment:** None

**Correspondence:** A letter from Ms. Tompkins appealing the fire assessment on her property and requesting a reduction in the annual fee, and questioning the difference between the base rate and the actual assessed value on her land and home.

Chief Capitanio explained the travel factor and fire hazard factors which influence deviation from the base rate. The Board agreed that more information is needed about the appeals process and a system needs to be developed which can be applied equally and transparently – Jesse and Judith to contact SCI consulting about the process and keep in communication with Merrie.

### Old Business:

#### 1. Joint Operations Agreement

Jesse and Dawnmarie to meet with HR legal consultant Patricia Eyres tomorrow to discuss her policy review. The board requested that the Fire Chief be given the discretion to hire new employees at a vacation accrual rate higher than that currently outlined for a new hire. Jesse noted that the document does not include a section on health insurance benefits, and the Board instructed him to add the necessary language and to include a cash in lieu of benefit option.

#### 2. Update on Co. Rd #41 Capay Valley Exit Route

No update.

This item will be removed from the agenda.

#### 3. CVERA update

CVERA held a CPR refresher training in August. CVERA leadership is meeting with Tanya Meyers of RCD/YCFSC to discuss timeline and deliverables for projects to be funded with the second allocation

of early action funding. Commissioners are invited to attend the meeting on Wednesday at 6:30 here at the firehouse.

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

#### **4. Projects Update**

- a. Septic Project: Septic tank is in along with trunk line and junction boxes. Initial payment is included in claims packet.
- b. Water Storage upgrade project: parts are in to replace the majority of the fittings and we will hold a volunteer work day
- c. Concrete: Estimate for engineering services from Kitchell is in, approximately \$33,000 and Jesse to meet with them this week to find out what that gets us
- d. Station 21: Quote from Langenauer and Mikkle for approx. \$6K to do property line survey, competing quote from Hawkins for \$3700. Wyatt suggests that we may be able to get County fees waived by the Board of Supervisors. Mark suggests that we may need to raise the roof on the station given that apparatus are so much taller. Jesse will look into this.
- e. E23 project: Need to start writing an RFP to re-chassis – Burton and Hi-Tech may be the only ones close enough. Will also get a quote for a comparably sized and designed engine.

#### **5. Prop 218 assessment**

Jesse presented a budget amendment which includes expected income from the successful 218 assessment, as well as wages and benefits for a full-time engineer. During discussion Wyatt agreed to find more information on the existing Tribal Mitigation funds received annually through Yolo County – Yolo County DFS has determined that this income should be declared as income from Yolo rather than from Yocha Dehe and that they are not required to give it.

Judith points out that this budget contains a full year Salary yet we would be hiring in September at the soonest – cost is overestimated. Mark and Wyatt point out that the PERS application process is backlogged and the retirement funds allocated would likely not be able to be applied to a PERS pension this year – we discussed the possibility of using it to buy a year of service once a contract is established or investing in a 401K or IRA until the pension contract comes through.

Jesse explained the wage and benefit calculations represented on the amended budget and how this compensation stacks up to comparable positions in other rural Districts in Yolo County.

**Motion to approve the budget amendment for Fiscal Year 2024 with total financing uses of \$709,352.**

**Motion:** Mark Burns

**Second:** Dawnmarie Eason

**Ayes:** Wyatt Cline, Dawnmarie Eason, Judith Redmond, Mark Burns, Caleb Sehnert

**Nays:** None

**Absent:** None

**Approved:** Yes

### **New Business:**

#### **1. Closed Session - Personnel Discussion**

The Board went into closed session at 8:25 pm to discuss personnel issues, and re-convened at 8:40 pm.

The Board has decided to proceed with a personnel evaluation for Chief Capitanio and may recommend a change in the Chiefs job to a salaried position with benefits

#### **2. Cal Fire Grant: Consider resolution 2023-7 approving CDF agreement 7GF23012 – action item.**

Discussion of grant priorities and current outfitting protocol including uniform requirements for paid staff, outfitting of strike-team staff, and dress uniforms.



**Motion to approve Resolution 2023-7 approving the Department of Forestry and Fire Protection Agreement #7GF23012**

**Motion:** Dawnmarie Eason

**Second:** Wyatt Cline

**Ayes:** Wyatt Cline, Dawnmarie Eason, Judith Redmond, Mark Burns, Caleb Sehnert

**Nays:** None

**Absent:** None

**Approved:** Yes

**Fire Chief's Report:**

15 calls in August – significant reduction in volume since July.

Still waiting until new hire is complete until pursuing ISO review

Hosebed door on B222 is now repaired

Wyatt pointed out that we provided a type 1 engine and crew to Supervisor Gary Sandy's memorial service.

**Firefighters' Association Report:**

Fire Prevention Week October 14<sup>th</sup> at Station 22, hoping for participation from Yolo County Red Cross

**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:** Wyatt Cline

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

**Nays:** None

**Absent:** None

**Approved:** Yes

**Motion to Close the Meeting:**

TIME: 9:00 PM

**Motion:** Mark Burns

**Second:** Caleb Sehnert

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

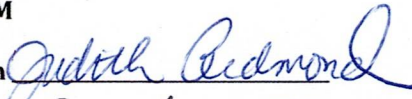
**Nays:** None

**Absent:** None

**Approved:** Yes

**Meeting adjourned: 9:00 PM**

Judith Redmond, Chairman



Jesse Capitanio, Secretary

