COMMISSIONERS
Anita Tatum- Chairman
Neil Busch
Tim Hornbuckle
John Reyes
John Keeble

FIRE CHIEF
David Garrison

SECRETARY
Sherrill Jenkins

DUNNIGAN FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS

MEETING MINUTES

April 13, 2023

6:30 P.M- Call to Order

Ad Hoc Chairperson Tim Hornbuckle called the meeting to order at 6:33. Present were fellow Commissioners, John Reyes, John Keeble. Absent: Anita Tatum, Neil Busch

1. Pledge of Allegiance

2. Approval of Agenda
   - Approve the April 13th agenda.

   MO# 23-36 Approved the April 13th agenda
   Motion: John Keeble **Second:** John Reyes **Ayes:** Hornbuckle, Reyes, Keeble **Absent:** Anita Tatum, Neil Busch

3. Public Comments- No comments made

4. Public Correspondence/ Discussion about correspondence received-
   - Secretary Jenkins stated she was notified that the Financial Services Dept informed the Special Districts that at some point in the future they will begin inputting there monthly bills into the financial system.

5. Consent Agenda-
   a. Approval of the March 9th regular meeting minutes.

      MO# 23-37: Approved minutes from the **March 9th** meeting,
      Motion: John Reyes **Second:** John Keeble **Ayes:** Hornbuckle, Reyes, Keeble **Absent:** Anita Tatum, Neil Busch

   b. Approval of the bills submitted for payment.

      MO# 23-38: Approved bills submitted for payment.
      Motion: xx Second: xx **Ayes:** xx

6. Reports, Discussion and Action Items from the District Fire Chief
   a. Chief's Report- See Attachment
      - Chief Garrison stated he received the Standard Operating Guidelines (SOG) back from County Counsel and was pleased with the comments which he incorporated into the SOG. This will be tabled for next meeting to give the Commissioners time to review.

b. Update and discussion on DWR Grant well project.
   - Parks Water Resources in now included in the County's approved contractors list. The scope of work was provided, so it will now be advertised. Commissioner Reyes asked if a pressure system was included in the scope as it would be a operational requirement. Chief Garrison said it wasn't, but he would contact the County to see if it could be added.

c. 2022 Yolo Local Agency Website Transparency Scorecard update
   - The Chief provided an overview of a website company other Districts are using for the Board's consideration. Our rate would be $90 a month, with $50 to transfer our current website content.

   MO# 23-39 Approved Chief Garrison to purchase a subscription with "Streamline" to build our new website.
   Motion: Tim Hornbuckle **Second:** John Keeble **Ayes:** Hornbuckle, Reyes, Keeble **Absent:** Anita Tatum, Neil Busch

d. Discussion and update on draft Prop 218 proposed rates

   Chief Garrison stated the vote for the $1.5 million in Fire District support funding (Long-term Fire Protection Sustainability funding) would take place at the April 18th meeting. Based on that vote, he'll know if he could reduce our Prop 218 rates to help pass the Prop 218 initiative, and what his final unfunded need will be.

e. Discussion on S12 modification estimate received in the amount of $18,369.25, to increase capabilities allowing the unit to be dispatched outside of Yolo County. The approval to use Impact Fees to pay for the modification of S12.

   MO# 23-40 Approved Chief Garrison complete the modifications to S12 for up to $20,000, with the expense to be funded through the Development Impact Fee account funds.
   Motion: Tim Hornbuckle **Second:** John Keeble **Ayes:** Hornbuckle, Reyes, Keeble **Absent:** Anita Tatum, Neil Busch

f. Discussion and approval of Grant Funding Agreement Between the County of Yolo and Dunnigan Fire Protection District to receive $60,165 in one-time sustainability funds.

   MO# 23-41 Approved the Dunnigan Fire Protection District to enter into the Grant Funding Agreement with the County of Yolo, to receive approximately $60,145 in funds for attempting the Proposition 218 ballot initiative.
   Motion: John Reyes **Second:** Tim Hornbuckle **Ayes:** Hornbuckle, Reyes, Keeble **Absent:** Anita Tatum, Neil Busch

7. Action Items and Reports from Board of Commissioners
   a. Discussion on current financial status and any financial concerns or needs.- Nothing discussed
   b. A draft budget for the 23-24 fiscal year will be presented to the Board at the May 11th meeting.

8. MEETING ADJOURNED

MO# 23-42: Adjourned the meeting at 7:58 pm.
Motion: Tim Hornbuckle **Second:** John Reyes **Ayes:** Hornbuckle, Reyes, Keeble **Absent:** Anita Tatum, Neil Busch

Attachment

Dunnigan Fire Department Commissioners Meeting

Chiefs Report 4/13/23

- 3 personnel attending Driver Operator 1A training hosted by West Plainfield Fire Dept. (cost $180/student).
- No offers for Grass 12 yet, we will be moving forward by contacting Richie Bros.
- Assistant Chief Eckels is in the process of researching options to move the department towards MDC dispatching utilizing tablet/laptop to directly integrate with CAD system. (The reason for this is to eliminate response time errors that effect compliance.)
- NFIRS reporting has continued to be an issue, recent meeting amongst numerous Yolo County departments identified these issues and we're working together to correct them. New computer systems are in the process of coming online to resolve these problems.
- E212 is currently at the shop for yearly maintenance. Expected to have estimate for repairs any time.
- Working with Capay Valley FD and Yolo County Training Coordinator to train all personnel in S130/S190, including CPAT test.
- Attended a forcible entry training at Zamora FD on 4/12/23.

. SOG - included Eric May's edits - table for next meeting