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

Fire Station Training Hall
November 10, 2022

6:30 P.M- Call to Order

Chairperson Anita Tatum called the meeting to order at 6:32. Present were fellow Commissioners, Neil Busch, Tim Horbuckle, John Keeble. Absent: John Reyes

1. Pledge of Allegiance

2. Approval of Agenda
   a. Approve the November 10th agenda.

   MO# 23-17 Approved the November 10th agenda
   Motion: Tim Hornbuckle **Second:** Neil Busch **Ayes:** Tatum, Busch, Hornbuckle, Keeble **Absent:** John Reyes

3. Public Comments- None

4. Public Correspondence/ Discussion about correspondence received- None

5. Consent Agenda-
   a. Approval of the October 13th regular meeting minutes.

   MO# 23-18: Approved minutes from the **October 13th** meeting,
   Motion: Tim Hornbuckle **Second:** John Keeble **Ayes:** Tatum, Busch, Hornbuckle, Keeble
   Absent: John Reyes

   b. Approval of the bills submitted for payment.

   MO# 23-19: Approved bills submitted for payment.
   Motion: Neil Busch **Second:** Tim Hornbuckle **Ayes:** Tatum, Busch, Hornbuckle, Keeble
   Absent: John Reyes

6. Reports, Discussion and Action Items from the District Fire Chief
   a. Chief's Report (See attached)
      - Discussion on illegal burn reports, brought up at the October meeting. Public Works handful of roads they clean up occasionally, and the Chief is working to understand their processes and timing better. He added he will be burning some vacant land along the railroad tracks with training in mind.
      - Well project is scheduled to start mid- December.
      - The station is undergoing a thorough cleaning, with the goal of painting next year.
      - Next few months - Looking to opportunities to sell 1989 grass truck and the 2007 GMC brush truck in preparation for the new Type I engine coming. And then next on the list the replacing of the 2005 Type II engine.

Commissioner Busch asked how the JOA was doing. Chief Garrison responded it was doing great, and that we have completed numerous shared training activities, including one large shared training with about 20 firefighters in attendance from the four departments. He stated there is a need to create a set of policies and procedures that would guide and standardize basic operational activities when undergoing mutual aid response under the JOA.

b. Calfire 50/50 Resolution Approving the Department of Forestry and Fire Protection Agreement # 7GF22028

Resolution #23-01: Approved the Department of Forestry and Fire Protection Agreement # 7GF22028 50/50 grant. See reimbursement criteria following:

REIMBURSEMENT: STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **$10,000.00** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2023.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the e-mail address specified in paragraph 12, with a timestamp no later than September 1, 2023 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.

Motion: Neil Busch **Second:** Anita Tatum **Ayes:** Tatum, Busch, Hornbuckle, Keeble **Absent:** John Reyes

c. Mel Smith Subdivision- Request for comments and discussion on possible CFD.
   - Chief Garrison will provide comments to include a Community Facility District.

d. Draft Impact Fee Study Discussion
   - The draft is ready for approval and will be presented for approval at our next regular meeting

7. Action Items and Reports from Board of Commissioners
   a. Discussion on current financial status and any financial concerns or needs.
   b. Impact Fee Annual Report Approval

MO# 23-20: Approved Development Impact Mitigation Fee Annual Report for Fiscal Year ended 2022.
Motion: John Reyes **Second:** Neil Busch **Ayes:** Tatum, Busch, Hornbuckle, Keeble **Absent:** John Reyes

8. MEETING ADJOURNED

MO# 23-21: Adjourned the meeting at 7:50 pm.
Motion: John Keeble **Second:** Tim Hornbuckle **Ayes:** Tatum, Busch, Hornbuckle, Keeble **Absent:** John Reyes

ATTACHMENT

DFPD Commission Meeting Chief's Report 11/10/22

1- Call Log: 39 Calls in last 30 days, mostly medical related calls.
2- Looking deeper into illegal burning – ARB is working with us but there are challenges.
3- Attempting to contact public works to increase trash removal from roadways.
4- Working on plan for proactive "prescribed burning" to mitigate hazard areas and provide basic fire training.
5- Lt. Watson and Captain Gardner have been accepted by Sacramento Metro Fire and are currently in their academy. We expect to see them working again when they have graduated.
6- PFF Hendrickson and PFF M. Lopez have been accepted to fire academy.
7- Ricardo Huerta has been promoted to Lt.
8- Currently 1 active volunteer, 1 more becoming active next week and 2 more have started the process.
9- Shift schedules – With Watsons departure we had an opportunity to revamp the scheduling, we have established 3 shift officers working 2 shifts per week and their shifts are non-rotating.

    Sun/Mon – Lt. Ricardo Huerta
    Tue/Wed – Eng. John Aulicino
    Thur/Fri – Eng. Eric Sagara

    All 3 individuals have already shown solid management and leadership abilities. They have already shown a proactive stance and taken personal responsibility resulting in less direct involvement required by myself and Assistant Chief Eckels. – We now have a correct command structure in place and with the restructure we have already seen a reduction in stipend payments.
10- Latest estimation for any action taken on the LAFCO MSR is July of 2023. Currently there seems to be focus on the dissolve of Elkhorn but the validity of our JOA has still been discussed by county officials.
11- New OES Coordinator: Kristen Widova (previous YEMSA coordinator and AMR coordinator) accepted the position 10 days after the position became vacant.
12- Sustainability Funding: Draft was forwarded, big discussion amongst chief's association due to exclusion of Elkhorn. This is only a draft, 2 chiefs nominated to assist in the framework for dispersion of money. After November chiefs meeting and resulting disagreement Yolo County chiefs' association feels much more like a team.