

driver can access, so can we. Otherwise, as was known, we need to get permission.

Commissioner Yeager told the Board he had talked with many people, who were concerned about tall grasses and mitigation: mowing versus discing. Commissioner Yeager conceded that most homeowners don't have equipment for discing and that mowing was currently the best method for removal and in line with our current Weed Abatement Program.

i. Discussion / Action – 2023 Mailing (BC Wilson)

Costs for the two options (postcard vs letter) were discussed.

Postcard: \$193, this year.

Letter: direct minimums were high (usually around 500) and we do not have that many; the two options researched were Postalytics, whose price was estimated to be about \$430; the Post Office, \$476.

BC Wilson indicated we had been getting response from the post card and believes that those that are going to comply will and those that are not, whether they get a Post Card or a letter. For those that need a bit more guidance, when we send the Notice of Abatement, we have been enclosing a copy of the Chief's Letter, with the guidelines, and our Burn pamphlet.

Chief Rita pointed out that we are many years into the Program. Residents are aware of the program and at this point sending a post card versus a letter does not make much difference with respect to compliance. Additionally, anywhere we can save time and money is always a good thing.

By consensus, it was agreed to use the post card mailing for next year's Weed Abatement Program kick-off.

b. Update – Yolo County Fire Sustainability Committee (AC Stiles)

AC Stiles was not present. Chief Rita provided the following update:

- There has been no recent meeting.
- AC Stiles has been informed there will be no additional funds disbursed this fiscal year and the Districts continue to push for the remaining funds to be rolled over and added to next fiscal year for allocation among the Districts.
- AC Stiles has been informed the County has signed a contract with SCI for the 218 study. A kick-off meeting is currently scheduled for May 23, 2022, for the Fire Sustainability Committee to meet with SCI representatives.

4. Lillard Hall

a. Manager Report (Hall Manager Gonzalez)

The Hall Manager presented her report. She reported she had received information that the two events in May appear to have gone well.

5. New Business

a. Discussion / Action - Volunteer Applications (BC Wilson)

None.

b. Discussion / Action – Commissioner Hjerpe Retirement / Recognition

BC Wilson reported he had jumped the gun a bit and ordered a plaque for Commissioner Hjerpe. He shared a copy of the plaque at the meeting. The Board was generally happy with the wording and approved that purchase for presentation to Commissioner Hjerpe.

President McMullen mentioned that the Fire Protection should be in any future commendations.

Motion: Approve prior purchase of plaque recognizing Commissioner Hjerpe's years of service

By: Amy

Second: Yeager

Discussion: None

Vote (roll call): Yeager – Aye

Guarino – Aye

Amy – Aye

McMullen – Aye

Commissioner Yeager asked whether we had also recognized Commissioner Beoshanz's service in any way. After discussion, it was determined that we had not, but the Board of Supervisors had. Hall Manager Gonzalez (the Board Clerk at the time) confirmed that we had not, as Commissioner Beoshanz's retirement had occurred during the height of COVID when everyone was having virtual meetings.

President McMullen asked Interim Clerk Rita if it would be appropriate to hold a discussion and possible vote about recognizing Commissioner Beoshanz's years of service with a plaque. She indicated that it met the two criteria for proceeding, provided everyone agreed: (1) it was not known at the time of posting the agent (it was not) and (2) it could not wait (Interim Clerk Rita felt it met this criteria because otherwise it might cause some hardship in the event Commissioner Beoshanz heard about it and was upset he had also not been recognized for his many, many years of service).

President McMullen revisited the issue of "West Plainfield Fire Department" versus "West Plainfield Fire Protection District." Consensus was to change

the wording for the plaque for Commissioner Beoshanz to reference of to the District.

Motion: Directing BC Wilson to order a similar plaque recognizing Commissioner Beoshanz, changing reference from Fire Department to Fire District

By: Yeager

Second: Guarino

Discussion: None

Vote (roll call): Yeager – Aye
Guarino – Aye
Amy – Aye
McMullen – Aye

c. Discussion / Action – Approve Joint Operations Agreement with Willow Oak Fire Protection District, as revised, and Authorize Signature (Chief Rita)

Chief Rita informed the Board that County Counsel and YCPARMIA had both signed off on the wording, as revised, of the Agreement and asked that the Board authorize its signature, by the Fire Chief. President McMullen asked if anyone had any concerns or questions. Commissioner Yeager again expressed concern that Item 2B of the Agreement could result in our District providing more aid to Willow Oak District. Discussion was held regarding that issue among the Board members and Fire Chief Rita again assured the Board that that was not the case.

Motion: Approve and accept the Joint Operations Agreement with Willow Oak Fire Protection District, as revised, and authorizing Chief Rita to sign on behalf of West Plainfield Fire Protection District

By: Amy

Second: Yeager

Discussion: None

Vote (roll call): Yeager – Aye
Guarino – Aye
Amy – Aye
McMullen – Aye

d. Discussion / Action – Holiday Leave – Paid Out Monthly (as adopted) vs Allowed to Accrue with Vacation Leave

Chief Rita reported that career staff had requested that the Board consider authorizing Holiday Pay be added to accrued Vacation Leave, which is what they remembered having been discussed in the Committee meeting but was not as presented to the full Board. The Board had been presented with changes in Holiday leave resulting in set equal Holiday allocation among the full-time career staff, paid out in equal amounts each month. Chief Rita indicated that her notes were, unfortunately, not clear about it. President

McMullen directed that this matter go back to committee for resolution and a committee recommendation for the full Board.

e. Discussion / Action – Standing Committees – Reports

i. Budget and Benefits Committee – Yeager, Guarino

No meeting; no report.

ii. Personnel Committee – Vacant, Yeager

No meeting; no report. President McMullen appointed Commissioner Amy to the vacant chair position on the committee.

iii. District Funding and Development Committee - Guarino, Amy

No meeting; no report.

iv. Lillard Hall Committee – Amy, Vacant

1. Discussion / Action – Approve May 12, 2022 minutes (Commissioner Amy)

Motion: Approve May 12, 2022, minutes as presented.
By: Amy
Second: Guarino
Discussion: None
Vote (roll call): Yeager – Aye
Guarino – Aye
Amy – Aye
McMullen – Aye

President McMullen appointed Commissioner Guarino to the vacant spot on the committee.

2. Discussion / Action – Alter Hall Agreement language to set the Meeting rate for a 2-hour block at \$50 and add an option to reserve an additional 2-hour Meeting block for an additional \$50 fee if approved by the Hall Manager (Commissioner Amy)

Commissioner Amy discussed how the committee came to the recommended action. After much discussion of different possible options, President McMullen sent the item back to committee.

f. Discussion / Action – Ad Hoc Committee Reports

i. LAFCO – Guarino, Yeager

A meeting to review the draft LAFCO report as it relates to West Plainfield Fire Protection District is currently scheduled. The committee members should have already received a copy of the draft. Chief Rita said she would then send any revisions to LAFCO. LAFCO is expected to try to bring the entire final MSA document to the LAFCO board before the end of June.

ii. Solar – Guarino, Vacant

President McMullen asked if this committee could be dissolved. Chief Rita asked that it remain as she was just waiting for a few more proposals, hopefully with funding options, and would want to review them in the hope the District can switch to solar and save funds.

President McMullen concurred and appointed himself to fill the vacant position on the committee, for now.

iii. Inspection Fees – Yeager, Amy

1. Discussion / Action – Approve May 3, 2022 minutes (Commissioner Amy)

Motion: Approve May 3, 2022, minutes as presented.
By: Amy
Second: Guarino
Discussion: None
Vote (roll call): Yeager – Aye
Guarino – Aye
Amy – Aye
McMullen – Aye

2. Discussion / Action – Review Committee recommendation to charge \$150 on re-inspection and determine how to proceed (Commissioner Amy)

Chair Amy recapped the meeting. After some discussion and thoughts regarding alternative proposals, President McMullen sent this item back to committee. In the meantime, staff should research the process necessary to adopt fees for inspection and/or re-inspection.

g. Discussion / Action – Liaison Reports

i. Fire Prevention / Investigation – McMullen

Nothing to report.

ii. Training – Yeager

Nothing to report.

iii. Large Equipment / Facilities – McMullen

Nothing to report.

iv. IHS – McMullen

BC Wilson is working to obtain training for our new career staff so we can perform the inspections we are required to do for Sacred Oaks. Sacred Oaks is now expected to start receiving residents on June 27, 2022. The Department will also be providing fire extinguisher training to the Sacred Oaks staff.

6. Fire Chief's Report (Chief Rita)

Chief Rita reported that the Fire Department had been the subject of an OSHA inspection. Someone filed an anonymous complaint regarding diesel exhaust exposure. The OSHA representatives did not find any harmful levels in any of their tests: inside the station, in the bay, surrounding the outside of the station. As is their usual practice, they also inspected various other items. It appears we will be receiving records requests and at least two citations. Items noted potentially to be deficient and/or citable: (a) no clear access to the electrical panel, (b) no current permits for the compressor, (c) no current OSHA postings. Otherwise, Chief Rita had nothing to report that had not already been reported on elsewhere during the meeting.

7. Battalion Chief's Report (BC Wilson)

Nothing to add to written report provided in the Board packet.

8. Fire Fighter's Association Report (Jon Lee)

The Association has the beer booth at the Yolo County Fair this year, in August.

9. Clerk's Report (Interim Clerk Rita)

Interim Clerk Rita reported that she had not yet posted the job for Board Clerk. Interim Clerk Rita asked the Board if setting up recurring payments for some of the District's bills was acceptable to the Board. After some discussion, the Board agreed by consensus, that setting up the following for auto-, recurring payments was acceptable and preferable to continuing to pay late fees and charges:

- i. AT&T - First Net
- ii. AT&T – CalNet
- iii. Clark Pest
- iv. LEAF
- v. PG&E
- vi. Recology
- vii. Wizix

b. Discussion / Action – West Plainfield Fire Protection District Bill Review / Approval

Motion: Approve payment of bills totaling \$4,781.79.
By: Yeager
Second: Guarino
Discussion: None
Vote (roll call): Yeager – Aye
Guarino – Aye
Amy – Aye
McMullen – Aye

c. Approval of April 19, 2022 Board Meeting Minutes (Interim Clerk Rita)

Motion: Approve the April 19, 2022, minutes as presented.
By: Guarino
Second: Yeager
Discussion: None
Vote (roll call): Yeager – Aye
Guarino – Aye
Amy – Aye
McMullen – Aye

10. Open Forum

President McMullen requested a moment of silence for the passing of retired Assistant Chief Mike Smith. Nothing else under *Open Forum*.

11. Next regular Board meeting on June 21, 2022, unless another date is agreed upon

Next meeting confirmed for June 21, 2022, in person.


12. Meeting Adjourned (President McMullen)

Motion: Adjourn Meeting
By: Richard Guarino
Second: Jim Yeager
Discussion: None

Vote (roll call): McMullen – Aye
Yeager – Aye
Guarino – Aye
Amy – Aye

Meeting adjourned at 2042 hours.

Date Approved: June 21, 2022



President McMullen



Interim Board Clerk Rita