

Minutes of the Capay Valley Fire Protection District Commissioners

Monday 12 February 2024

The regular meeting of the Capay Valley Fire Protection District Board of Commissioners was opened and called to order at 6:30 PM by: Board Chair, Judith Redmond

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

Absent:

Others Present:

Chief/Dist. Secretary: Jesse Capitanio

Association Members:

Motion to approve the November meeting minutes:

Motion: Mark Burns

Second: Wyatt Cline

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: No action from Patricia – we should approve new policies at our next meeting – Jesse will clean up draft for approval.

2. CVERA update

CVERA approved for \$86,000 grant – Jesse presented their purchasing list. CVFD to act as fiscal sponsor which may require end of year budget amendment. Reimbursement comes from Cal Fire through Yolo RCD. 2 items in grant are ATV's which will be used by CVFD for SAR. Jesse to buy open flatbed trailer to transport ATV's and CVERA to use when needed. All equipment to be stored at Station 23 possibly necessitating an increase in security.

CVERA also scheduling defensible space work for the spring – 4-5 homes plus assistance with prescribed burns.

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

3. Projects Update

- a. Water Storage upgrade project: waiting for good weather to complete repairs.
- b. Concrete: Feasibility study draft is available, will request clarification after receiving comments from Caleb and Mark.
- c. Station 21/Engine 23: on hold pending ISO review.

4. Personnel Discussion

Dawnmarie presented a draft job description – everybody will have a chance to review and will send notes to Dawnmarie and Jesse.

New Business: None

1. Elect Board Officers

Wyatt nominated Judith as Chair and Mark as Vice Chair

Motion to keep current slate for 2024

Motion: Wyatt Cline

Second: Dawnmarie Eason

Ayes: Dawnmarie, Caleb, Wyatt, Judith, Mark

Nays: None

Absent: None

Approved: Yes

2. Approve resolution 2024-01

Brief re-cap of initial discussion due to so much time elapsed – livescan would be used for paid District employees, and the volunteers should be vetted with a Megan’s Law search.

Motion to accept Resolution 2024-01 “A resolution of the Capay Valley Fire Protection District Board of Commissioners authorizing the use of pre-employment background checks”

Motion: Wyatt Cline

Second: Caleb Sehnert

Ayes: Dawnmarie, Caleb, Wyatt, Judith, Mark

Nays: None

Absent: None

Approved: Yes

Fire Chief’s Report:

Received Q1 and Q2 payouts from Yolo County sustainability funds

Purchased SAR TOPO subscription which will be reimbursed by Early Action Funding - \$800/yr for 2-3 years.

Looking at purchasing a few new radios and some pagers.

E22 back from maintenance, B222 next in line, pump testing in late March.

Curtis and I interviewed a candidate for the shared FF position – looks promising. Schedule will be Thurs., Fri., Saturday.

1 new prospective volunteer showed up this month, works and lives local.

Matt taking an S290 class first week of April in Sonoma, planning to put Matt through Fire Mechanic class. CPR instructor course happened last month and we now have 5 red cross instructors on the department. We are doing our own in-house certification and other agencies as well. EMT refresher for Sam, Ed, and Jesse coming up soon.

12 calls in January but 8 already in February

Putting together a formal after-action review with SO, YDF, SAR team, and hopefully dispatch regarding the search and rescue in December.

Assigning out station responsibilities and creating opportunities for volunteers to specialize in rescue and ignitions techniques – so far an enthusiastic response from membership.

Assistant Chief position likely to stay open until next year so that personnel have opportunity to understand and meet new expectations associated with job description.

Firefighters’ Association Report:

Almond Festival – we’ll be selling oysters

Other Agenda Items:

Discuss budget and review claims:

Board reviewed budget vs. actuals for current fiscal year – Judith requests quarterly reports.
Reviewed claims

Motion to Pay Submitted Claims

Motion: Dawnmarie Eason

Second: Caleb Sehnert

Ayes: Dawnmarie, Caleb, Wyatt, Judith, Mark

Nays: None

Absent: None

Approved: Yes

Motion to Close the Meeting:

Motion: Caleb Sehnert

Second: Dawnmarie Eason

Ayes: Judith, Wyatt, Dawnmarie, Caleb, Mark

Nays: None

Absent: None

Approved: Yes

Meeting adjourned: 8:10 PM

Judith Redmond, Chairman



Jesse Capitanio, Secretary

