



**REDWOOD VALLEY-CALPELLA FIRE DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
MINUTES  
November 13, 2025**

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**1. Opening Business**

**1.1 Call to Order**

The meeting was called to order by Chair Dunken at 6:00 PM.

**1.2 Pledge of Allegiance and Moment of Silence.**

**1.3 Roll Call**

**AB Director Cooper    X Chair Dunken    X Director Mayfield    X Director Odell    X Director Tuso**

**Director Cooper was absent.**

**Staff present:** Fire Chief Creel, Acting FAE Lomax and Jessica Keizer.

**2. Public Comment (GC §54954.3)**

None

**3. Agenda Amendments (GC §54954.2)**

Chair Dunken made a request to add a closed session for the purpose of discussion of the Fire Chief Evaluation.

**A motion was made by Director Mayfield and seconded by Director Tuso to add a closed session for the purpose of conducting an evaluation of the Fire Chief.**

**Ayes:** Mayfield, Odell, Tuso, Dunken

**Noes:**

**Absent:** Cooper

**Abstain:**

**Motion passes**



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**4. Consent Calendar**

**4.1 Minutes: Approve Regular Board Meeting Minutes of October 9, 2025**

**4.2 Payroll: Approve Payroll 20 and 21 in the amount of: \$45,330.66**

**4.3 None**

**4.4 Expenditures: Approve Expenditures for October in the Amount of:**

**General Fund with CalCard Details: \$124,585.80**

**Director Tusso made a motion, seconded by Director Mayfield, to approve the consent calendar.**

**Ayes: Mayfield, Odell, Tusso, Dunken**

**Noes:**

**Absent: Cooper**

**Abstain:**

**Motion passes**

**5. Special Order of the Day**

**5.1 Swearing In and Badge Pinning for Fire Chief Marty Creel**

A brief introduction was made of the newly hired Fire Chief for RVCFD. Chief Creel then recited the Fire Chief Oath and was pinned as Fire Chief.

**6. Action Items – Discussion/Action**

**6.1 Approve a Resolution Amending the Signature List for Authorizing the Disbursement of Funds from the Savings Bank of Mendocino County- Discussion/Action**

With the change of a Board Member and the new incoming Fire Chief a need arises to change the signers on the Bank Account at Savings Bank of Mendocino County.

**Director Tusso made a motion, seconded by Director Odell, to approve Resolution 2025-06 amending the signature list.**

**Ayes: Mayfield, Odell, Tusso, Dunken**

**Noes:**

**Absent: Cooper**

**Abstain:**

**Motion passes**



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**6.2 Approve a Resolution Amending the Signature List for Authorizing the Disbursement of Claims by the County of Mendocino - Discussion/Action**

With the change of a Board Member and the new incoming Fire Chief a need arises to change the signers on the signature list at the County of Mendocino County.

**Director Tusso made a motion, seconded by Director Odell, to approve Resolution 2025-07 amending the signature list.**

**Ayes: Mayfield, Odell, Tusso, Dunken**

**Noes:**

**Absent: Cooper**

**Abstain:**

**Motion passes**

**6.3 Review and Approve the County of Mendocino Fire Agency Funding Agreement for the Allocation of Measure P, Measure D and Proposition 172 Revenues for Quarter 4 of Fiscal Year 2024-2025-Discussion/Action**

<b>Measure P =</b>	<b>\$71,454.64</b>
<b>Measure D (TOT) =</b>	<b>\$ 9,444.30</b>
<b>Proposition 172 =</b>	<b>\$ 6,375.63</b>

County of Mendocino Fire Agency Funding Agreement EO-26-78 was reviewed.

**Director Mayfield made a motion, seconded by Director Odell, to approve County of Mendocino Fire Agency Funding Agreement EO-26-78.**

**Ayes: Mayfield, Odell, Tusso, Dunken**

**Noes:**

**Absent: Cooper**

**Abstain:**

**Motion passes**

**6.4 Approve a Resolution Approving the Department of Forestry and Fire Protection (CAL FIRE) Agreement #7FG25095 (Volunteer Fire Capacity) Grant not to exceed \$12,500.00, Authorizing the Board Chair to Sign and Execute the Agreement and any Amendments and Authorizing the Fire Chief to Purchase Seven Portable Radios with Accessories and Twenty Radio Pagers with Accessories Once the Agreement is Signed by CAL FIRE – Discussion/Action**

VFC Agreement #7FG25095 was reviewed. Based on the grant project total (\$25,000.00) CAL FIRE will be issuing \$12,500.00. After obtaining current quotes the project total is \$28,412.37 going over the original



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\$25,000.00 estimated project total. The cost to the District to purchase the new radios and pagers is \$15,912.37 in addition to the \$12,500.00 grant funds.

**Director Odell made a motion, seconded by Director Tusso to approve the project coverage of \$3,412.37 in addition to the \$12,500.00 and approve resolution 2025-08 regarding the Department of Forestry and Fire Protection (CAL FIRE) Agreement #7FG25095 (Volunteer Fire Capacity) Grant not to exceed \$12,500.00, Authorizing the Board Chair to Sign and Execute the Agreement and any Amendments and Authorizing the Fire Chief to Purchase Seven Portable Radios with Accessories and Twenty Radio Pagers with Accessories Once the Agreement is Signed by CAL FIRE.**

**Ayes: Mayfield, Odell, Tusso, Dunken**

**Noes:**

**Absent: Cooper**

**Abstain:**

**Motion passes**

**6.5 Review and Approve the County of Mendocino 2017 PG&E Settlement Funds Grant in the Amount of \$360,000, to Purchase a Replacement Light Rescue Unit and Rescue Equipment - Discussion/Action**

County of Mendocino 2017 PG&E settlement funds grant contract EO-26-86 in the Amount of \$360,000 was reviewed.

**Director Tusso made a motion, seconded by Director Odell, to approve County of Mendocino 2017 PG&E settlement funds grant contract EO-26-86 in the amount of \$360,000.**

**Ayes: Mayfield, Odell, Tusso, Dunken**

**Noes:**

**Absent: Cooper**

**Abstain:**

**Motion passes**

**6.6 Review and Approve Outdoor Warning Siren – Operating Procedure (OPM 3.24) – Discussion/Action**

The Board discussed the policy and were presented with an email from legal counsel regarding the proposed operating procedure. Fire Chief Creel said he would like the chance to review the situation before decisions are made and the Board agreed.

Public input from Dolly Riley stated that she was advocating for the siren use and felt that the District should be concerned with the liability for NOT sounding the siren. Audience member Gizmo Henderson spoke about his desire that the Valley have an early warning system in place.



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It was decided this item would be tabled until the new Chief had a chance to review it and speak with the other emergency personnel from agencies also involved.

**7. Board of Directors and Administrative Reports – Information/Discussion**  
(No action will be taken on any questions raised by the Board at this time.)

**7.1 Fire Chief Report**

RVCFD responded to 78 incidents in October including 1 fire. October training included over the bank rope rescue and auto extrication.

Currently we have 4 career staff, 22 Volunteers and 4 Explorers.

Engine 6270 was sold for a net of \$89,100.00

Engine 6283 has been listed with Brinlee Mountain Fire Apparatus for \$59,000.00

**7.2 Volunteers Reports (Fire Marshal, Training Officer and Safety Officer)**

**Fire Marshal-** Fire Marshal Keizer reported that he will be working with the new Fire Chief on a new permitting software and the current status of burn permits.

**Training Officer-** Training Officer BC Ebert reported that RVCFD has been working on rope rescue over the bank training. Ropes and haul systems/line over the bank drills. PSFA training will be continuing throughout November.

**Safety Officer-** Safety Captain Corpuz reported that with the recent over the bank rope rescue training safety was key. Currently we are preparing to inspect and evaluate all wildland gear.

**7.3 Volunteer Association Report-**

The Volunteer Association highlighted the Ravioli feed took place this month and the Christmas Tree Sale Fundraiser is fast approaching. December will be the annual Tom and Jerry Night.

**8. Correspondence – Information**

**Letter from OES with the subject matter of: Updated 2025 Rate Letter effective November 1, 2025, for all California Fire Assistance Agreement (CFAA) orders and requests.**

**9. Request for Future Agenda Items**

Establish Performance Goals for the Fire Chief

**10. Closed Session: Government Code §54957 6:42PM \*ADDED ITEM**

Closed session was entered into at 6:42PM



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**10.1 Fire Chief Performance Review: Government Code §54957. (b)(1)**

**11. Open Session reconvened at 7:10PM**


**11.1 Report on Closed Session: Government Code §54957.1**

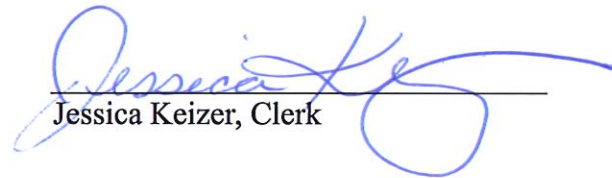
No action was taken in closed session on item 10.1

**12. Adjournment at 7:10PM**

There being no further business to come before the Board the meeting was adjourned at 7:10PM.

The next Regular Board Meeting will be December 11, 2025 at 6:00PM

  
Stephanie Dunken, Chair

  
Jessica Keizer, Clerk