



**REDWOOD VALLEY-CALPELLA FIRE DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
April 11, 2024**

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1 CALL TO ORDER

The meeting was called to order by Chair of the Board Howard at 6:02PM.

2 ROLL CALL

DIRECTORS PRESENT

Strangio, Boyd, Howard, Dunken, Tuso (Tuso left the meeting at 6:18PM)

DIRECTORS ABSENT

None

STAFF PRESENT

Fire Chief Robinson, Battalion Chief Phillips, Jessica Keizer, Clerk

#3 APPROVAL OF AGENDA

A motion to approve the agenda as written was made by Director Boyd and seconded by Director Dunken. Unanimously approved.

#4 PUBLIC EXPRESSION

None

#5 MINUTES

01-11-2024 Regular Board meeting minutes, were previously approved with a modification on attendance, after researching the matter it was found necessary to amend the previous motion to approve the original minutes as written. A motion was made by Director Boyd and it was seconded by Director Strangio. Ayes: Howard, Boyd, Strangio, Dunken Noes: None Abstain: Director Tuso

01-18-2024 Special Board meeting minutes, were previously approved with a modification on attendance, after researching the matter it was found necessary to amend the previous motion to approve the original minutes as written. A motion was made by Director Boyd and it was seconded by Director Strangio. Ayes: Howard, Boyd, Strangio, Tuso, Dunken Noes: None Abstain: None

02-08-2024 Regular Board meeting minutes were reviewed. A motion was made by to approve the minutes as written by Director Strangio and it was seconded by Director Tuso. Ayes: Howard, Strangio, Tuso, Dunkem Noes: None Abstain: Director Boyd

03-14-2024 Regular Board meeting minutes were reviewed. A motion was made by to approve the minutes as written by Director Boyd and it was seconded by Director Tuso. Ayes: Howard, Boyd, Strangio, Tuso, Dunken Noes: None Abstain: None



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#6 MONTHLY FINANCIAL REPORT

Total revenue was \$16,417.48 for the month of March and the total expenditures for the month were -\$53,980.37. This left us with a deficit of -\$37,562.89 for the month. A motion was made to approve the Cal Card charges for January and March by Director Boyd with a second from Director Tusso.

Ayes: Strangio, Dunken Howard, Tusso, Boyd Noes: None Abstain: None

#7 CHIEFS REPORT

The Chief spoke about the current goals of the department that the focus is being placed on good communication and staying aligned with our mission statement to best serve our community. Weekly and monthly meetings have been scheduled to check in with staff and volunteers. There are a lot of projects that everyone is working hard on to complete. The duty staff are now sending out daily reports to keep everyone including neighboring departments updated on the daily status of our department. Trainings that several people attended last month were highlighted as well as updates were given on some of the open projects.

Director Tusso left the meeting at 6:18PM.

#8 FIRE PREVENTION BUREAU REPORT

Fire Marshal report was briefly outlined. Revenue for the month was \$1,130.00 and expenses were \$500.00. After some discussions with the Chief and staff last month Fire Marshal Keizer has agreed to continue in his position and has withdrawn his resignation.

#9 VOLUNTEERS REPORT

a. The Volunteers have a full-scale drill scheduled at the former Redwood Valley Middle School on Monday, April 15, 2024. With wildland fire season fast approaching weekly conditioning training sessions have begun, they are being held every Tuesday and Thursday.

b. No update for the Explorers.

#10 COMMITTEE REPORTS

Ad Hoc Committees:

a. Human Resources Committee- Strangio, Dunken

No meeting- Director Dunken reported that she is hoping to receive the retirement information on Monday so that we can move that project forward.



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Standing Committees:

a. Budget Committee –Boyd, Dunken

The budget committee met April 3, 2024 to discuss the current budget as well as the upcoming budget draft. Currently they are looking to hold onto the Measure P funds until the fate of Measure P is answered in the upcoming election. The committee is hoping to have a budget draft up for consideration by the end of April. The next Budget meeting will be April 26, 2024 at 10:00AM.

#11 DIRECTORS REPORTS

None

#12 GOOD OF THE DEPARTMENT

Informational item discussing the sale of surplus apparatus #6242 (\$6,000.00) and sale of #6264 (\$15,000.00). A Board discussion ensued and they would like to see the updated sales paperwork at the next meeting.

#13 OLD BUSINESS

None

#14 NEW BUSINESS

- a. Letter seeking District support to implement trailer safety measures—
Steve (Gizmo) Henderson spoke about his plan to have key agencies support him by endorsing his letter that he had written requesting new regulations to improve trailer chain safety practices and education. The letter was read and an explanation was given on the safety measures he is seeking including the making of an instructional video on chain safety practices. The Board suggested some fine tuning of the language of the letter and said to bring it back to the next Board meeting. Also many other agencies were mentioned that might lend their support to his campaign.
- b. Review of initiative 21-0042A1, with consideration to approve a resolution declaring the stance of the District.
A discussion ensued on the topic of the upcoming initiative however it was decided that this item should be tabled until all Board members could be present.
- c. Amendment to Fire Chief's contract; Section 2 subsection 1 titled Holidays. Amend the contract to include 3 additional holidays as newly observed by the district for all other paid staff.
After a review of the section of the Chief's contract addressing paid holidays Director Boyd made a motion to amend the Chief's contract and approve the following wording update: 1) Holidays: EMPLOYEE shall be granted the following thirteen (13) paid holidays: New Year's Day, Martin Luther King Jr. Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Indigenous Peoples' Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving Day, Christmas Eve Day, Christmas Day and New Year's Eve Day.
Motion was seconded by Director Dunken.



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Roll call vote:

**Aye Board Member John Strangio
Aye Board Member Stephanie Dunken
Aye Board Member Christine Boyd
Aye Board Member Tony Howard
Absent Board Member Jim Tuso
Motion passed.**

- d. Request to move money from General Fund to Equipment Trust fund for previous sale of Engines #6271 . . Old 6264 (\$5,000.00) as well as disposition of funds received from the sale of #6242 (\$6,000 and #6265 . . . \$15,000)
Motion was made to transfer the funds for the sale of vehicles in the amount of \$26,000.00 to the equipment trust fund and to deposit funds from apparatus sale into the equipment trust fund as it comes in by Director Strangio and seconded by Director Dunken.

Roll call vote:

**Aye Board Member John Strangio
Aye Board Member Stephanie Dunken
Aye Board Member Christine Boyd
Aye Board Member Tony Howard
Absent Board Member Jim Tuso
Motion passed.**

#15 REQUEST FOR FUTURE AGENDA ITEMS

- Clarification on engine sale paperwork
- Trailer safety letter
- Review of initiative 21-0042A1

#16. CLOSED SESSION

Entered into closed session at 6:56PM for the purpose of:

- a. Conference with Legal Counsel re: Anticipated Litigation In accordance with government Code section 54956.9 (d) (2), the Governing Board will meet in Closed Session to confer with, and receive advice from, its legal counsel regarding pending or anticipated litigation, where public discussion would prejudice the position of the local agency in the litigation. A point has been reached where, in the opinion of the Board of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is significant exposure to litigation against the local agency.
- b. Personnel – Fire Chief
In accordance with Government Code Section 54957, the Governing Board will meet in closed session to consider the appointment, employment, evaluation or performance, discipline, resignation, retirement, reassignment, dismissal, or complaint of a public employee(s), specifically affecting management.



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#17. OPEN SESSION - Returned to open session at 7:57PM

Report on Closed Session (GC§54957.1)

The Board has tasked Director Boyd with seeking new legal counsel to assist the district with employee matters. Nothing additional to report out.

#18. ADJOURN

Director Strangio made a motion to adjourn the meeting, Director Boyd seconded the motion all were in agreement.

There being no further business to come before the Board the meeting was adjourned at 7:58PM.

Next Board Meeting will be May 9, 2024 at 6:00PM

Tony Howard, Chair

Jessica Keizer, Clerk