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# REDWOOD VALLEY-CALPELLA FIRE DISTRICT

- Delbert Phelps Fire House
    - 8481 East Road
- Redwood Valley CA 95470  
Phone: 707-485-8121

[www.redwoodvalleycalpellafire.org](http://www.redwoodvalleycalpellafire.org)

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## BOARD OF DIRECTORS

Stephanie Dunken

Ryan Mayfield

Russel Odell

James Tusso

Anne Woida

## REGULAR MEETING AGENDA

**Thursday, May 8, 2025 at 6:00PM**

Any person who requires a disability related modification or accommodation in order to participate in a public meeting should make such a request to Jessica Keizer, Board Clerk, for immediate consideration.

### 1. Opening Business

1.1 Call to Order

1.2 Pledge of Allegiance and Moment of Silence

1.3 Roll Call

### 2. Public Comment (GC §54954.3)

This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. Any matter that requires Board action will be referred to staff for a report and action at a subsequent Board meeting.

### 3. Agenda Amendments (GC §54954.2) – Discussion/Action

### 4. Consent Calendar

(Consent calendar items will be enacted upon by one motion. There will be no separate discussion on items unless a Board Member, Staff, or member of the public requests removal of the item for separate action.)

4.1 Minutes: Approve Regular Board Meeting Minutes of March 13, 2025  
Approve Special Board Meeting Minutes of April 24, 2025

4.2 Payroll: Approve Payroll 5 and 6 in the amount of: \$36,675.80  
And Payroll 7 and 8 in the amount of: \$30,607.91

4.3 Expenditures: Approve Expenditures for March and April the Amount of:  
March General Fund with CalCard Details: \$18,341.00  
April General Fund with CalCard Details: \$29,437.21

**5. Discussion Items**

5.1 Budget Goals for Fiscal Year 2025/2026

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

- 6.1 Review and Approve Volunteer Firefighter Program as a Policy and Procedure (OPM 2.11) - Discussion/Action
- 6.2 Accept and File the District’s Financial Audit Report for Fiscal Year Ending June 30, 2024 - Discussion/Action
- 6.3 Review and Approve a Revised Employee Benefits (Full-time/Permanent Duty Officer) Policy and Procedure (OPM 3.23) - Discussion/Action
- 6.4 Review and Approve a Revised Salary/Hourly Rate Schedule - Discussion/Action
- 6.5 Review and Approve a Seasonal/Limited Term Firefighter Job Description as a Policy and Procedure (OPM 2.7a) and Authorize the Interim Fire Chief to Hire Two (80 hour/bi-weekly) Positions from June 1 through October 18, 2025 – Discussion/Action
- 6.6 Review and Approve Resolution 2025-3, Adjusting the Fiscal Year 2024/2025 Budget Including a Transfer from the General Fund to the Fire Equipment Trust Fund – Discussion/Action
- 6.7 Review and Approve Resolution 2025-4, Approving Adoption of CalPERS 457 Plan – Discussion/Action
- 6.8 Review and Approve Resolution 2025-5, Approving the Lease Purchase of a 2025 Kenworth/Fouts Fire 3000 Gallon CJ Water Tender – Discussion/Action
- 6.9 Review and Approve the Purchase of a Replacement Duty Officer Vehicle - Discussion/Action
- 6.10 Review and Approve the County of Mendocino 2017 PG&E Settlement Funds Grant in the Amount of \$15,044, to Purchase Emergency Medical Services (EMS) Equipment and Supplies - Discussion/Action
- 6.11 PG&E Settlement Funds – Discussion/Action

**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 Board of Directors Report
  - Human Resources Committee (Ad Hoc – Dunken and Woida)
  - Budget Committee (Standing – Dunken and Odell)
- 7.2 Fire Chief Report
- 7.3 Volunteers Reports (Fire Marshal, Training Officer and Safety Officer)
- 7.4 Volunteer Association Report

**8. Correspondence – Information**

- 8.1 Thank You Card from Lynn Chevalier
- 8.2 A letter from Pinches Timber-Land-Cattle to Dave Eyster, Mendocino County District Attorney, regarding the removal of Lake Pillsbury
- 8.3 Thank You Letter from the Mendocino-Lake Community College District for the Donation of Engine 88

**9. Request for Future Agenda Items**

**10. Closed Session: Government Code §54957**

- 10.1 Interim Fire Chief Performance Review: Government Code §54957

**11. Open Session**

- 11.1 Report on Closed Session: Government Code §54957.1

**12. Adjournment**

Next Regularly Scheduled Board Meeting  
Thursday, June 12, 2025 at 6 p.m.