



**REDWOOD VALLEY-CALPELLA FIRE DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
MINUTES
December 19, 2024**

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1 CALL TO ORDER

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

2 ROLL CALL

DIRECTORS PRESENT

Dunken, Tusso, Woida, Odell,

DIRECTORS ABSENT

None

STAFF PRESENT

Jessica Keizer, Chief Robinson,

#3 APPROVAL OF AGENDA

Motion to approve the agenda as written was made by Director Woida and seconded by Director Odell. Vote was unanimously to approve the agenda.

#4 PUBLIC EXPRESSION

None

#5 BOARD VACANCY APPOINTMENT-

The Board currently has a vacancy that is to be filled pursuant to the California Government Code section 1780. At the meeting 2 candidates were present, Michael Woskow and Ryan Mayfield. Both candidates were given an opportunity to speak with the Board at the meeting outlining their skill sets and desire to serve on the board. Battalion Chief Ebert asked several follow up questions, giving each candidate an opportunity to respond with their thoughts. The Board entered a brief closed session at 6:23PM to discuss the interviews. At 6:31PM the Board returned to open session to thank both candidates for their willingness to serve their community. Director Woida made a motion to appoint Ryan Mayfield to the Board with a second from Director Odell.

Ayes: Dunken, Tusso, Woida, Odell Noes: None Abstain: None

Motion Passed

#6 DESIGNATION OF SIGNATORY AUTHORITY FOR ALL DISTRICT FINANCIAL ACCOUNTS-

This item was moved to the end of the meeting.



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#7 APPROVAL OF EMERGENCY STIPENDS-

Discussion on the need to implement stipends for the Volunteers that are going to be providing station coverage due to the staffing shortage. Stipends are to be implemented at the rate of \$200.00 for a 12 hour shift and \$400.00 for a 24 hour shift. This will become effective immediately and continue until February 15, 2025 with the ability to request an extension if necessary. A motion was made to approve the implementation of the Volunteer stipends by Director Tusso with a second from Director Odell.

Ayes: Dunken, Tusso, Woida, Odell Noes: None Abstain: None
Motion Passed

#8 APPROVAL OF EMPLOYEE APPOINTMENT TO ACTING CAPTAIN-

Fire Chief Robinson is recommended that FAE Jeremiah Juszcak be named as Acting Captain due to his accomplishments and dedication along with his continued drive to constantly improve himself through classes and trainings. Several members of the audience who are also Volunteers with RVCFD spoke very highly of J. Juszcak and his growth within the department. Director Tusso made a motion to approve the Chiefs recommendation to name Jeremiah Juszcak as Acting Captain effective immediately. With a second from Director Woida.

Ayes: Dunken, Tusso, Woida, Odell Noes: None Abstain: None
Motion Passed

#9 APPROVAL OF JOB DESCRIPTIONS-

Board reviewed suggested job descriptions for Qualified Relief Duty Officer and Captain. After an extensive conversation the QRDO job description was to be tabled for a later date. The Captain job description needed to have the phrase "through background investigation" removed. A motion was made by Director Tusso to approve the Captains job description with the adjustment to the background check wording, with a second by Director Odell.

Ayes: Dunken, Tusso, Woida, Odell Noes: None Abstain: None
Motion Passed

#6 DESIGNATION OF SIGNATORY AUTHORITY FOR ALL DISTRICT FINANCIAL ACCOUNTS-

A resolution was presented to remove Christine Boyd, John Strangio and Tony Howard from all signatory accounts and update the signatures to reflect Stephanie Dunken, James Tusso, Anne Woida, Russel Odell and Ryan Mayfield. Also noted was the inclusion of Kerry Robinson, Jessica Keizer and S and L Controllers to have limited access to records and accounts on the County signatory card. A motion was made by way of resolution to update the signatory authority on District accounts by Director Woida with a second by Director Odell.

Ayes: Dunken, Tusso, Woida, Odell Noes: None Abstain: None
Motion Passed

#10 CLOSED SESSION

The board returned to closed session at 7:28PM for the purpose of discussing personnel.



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#11 OPEN SESSION

Returned to open session at 7:28PM . There will be a Special Meeting on December 23, 2024 at 5:00PM to conduct a exit interview with the Board. A Special Meeting will be held on January 6, 2025 at 7:00PM to conduct a meet and greet with the Volunteers.

There being no further business to come before the Board the meeting was adjourned at 7:44PM.


Stephanie Dunken, Acting Chair


Jessica Keizer, Clerk