



**REDWOOD VALLEY-CALPELLA FIRE DISTRICT  
BOARD OF DIRECTORS MEETING**

**MINUTES  
April 13, 2023**

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**# 1 CALL TO ORDER**

The meeting was called to order by Chair Strangio at 6:03PM.

**# 2 ROLL CALL**

**DIRECTORS PRESENT**

Strangio, Boyd, Tuso, Dunken, Howard

**DIRECTORS ABSENT**

None

**STAFF PRESENT**

Chief Robinson and Jessica Keizer, Clerk

**#3 APPROVAL OF AGENDA**

Motion to approve agenda was made by Director Boyd with a second by Director Tuso.

**Agenda was unanimously approved**

**#4 PUBLIC EXPRESSION**

Audience member Gizmo Henderson spoke out about highway safety concerns in our District. He has observed evidence of cone disturbances and guardrail damage as well as signs of accidents. He has concerns regarding the rising costs, due to the expense of personnel and resources that are being used on these traffic accidents, as well as the overall safety of our Valley. It is his hope that there is something that can be done to mitigate and prevent these hazards.

**#5 MINUTES**

March 9, 2023 Meeting Minutes-

Motion was made to accept the minutes as written by Director Boyd with a second from Director Tuso.

**Ayes: Strangio, Boyd, Tuso, Howard, Dunken**

**Motion carried**

**#6 MONTHLY FINANCIAL REPORT**

- a. For the month of March our total revenue was \$90,282.94 and total expenditures were \$98,762.18 leaving the District with a deficit of \$-8,479.24 for the month. The balance of our equipment fund is currently \$120,730.21. Prop 172 taxes are reflected in the Budget vs Actuals report to show \$28,928.54 which was higher than anticipated.



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#6 MONTHLY FINANCIAL REPORT cont.

Expenditures for the month of March as well as the January/February Cal Card charges were outlined. As well as an invoice from legal counsel in the amount of \$3,517.17 which is within the approved budget. A check for Leavitt Communications in the amount of \$5,155.60 was discussed. This expenditure was for a deal that was negotiated between our Chief and Brooktrails Fire was addressed. Brooktrails was willing to trade 2 SCBA packs, 4 bottles and 2 masks in exchange for 2 BK5000 radios. This invoice was for the BK radios purchased to use in the trade. After discussion and clarification, it was determined that this would need Board approval as it is over the purchase limit. For the next meeting the Board would like to see the documentation for this trade.

Board Approval is requested for the monthly expenditures for March as well as January/February Cal Card charges and legal counsel invoice. Director Tusso made a motion to approve all expenditures with a second by Director Boyd.

**In favor Strangio, Boyd, Dunken, Howard. Tusso  
Motion Carried**

#7 CHIEFS REPORT

- 49 Calls for the month of March.
- Engine update for 6281, It is in its final phases of being built it looks like it will be done mid-May.
- We have received some new equipment for the different Engines that we are eagerly awaiting.
- Chief and the Fire Marshal attended a recent training on home hardening.
- Currently we are scheduling schools for Fire safety education.
- Several volunteers undertook the project of cleaning up and organizing the gear room.

#8 FIRE MARSHAL REPORT

- Building/Fire Permits issued YTD 24 .
- Construction permits/ 105 permits almost \$14,345.63
- Expenses about \$600.00

#9 VOLUNTEERS REPORT

Report given by BC Ebert. The Volunteers took delivery of a forklift yesterday that will help with the heavy lifting around the department and just in time for the BBQ.



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- The Volunteers just finished up structure fire evolution training on Monday with some black out rescues. They replicated loud and noisy environment for our rescue simulation. They will be transitioning into wildland training.
- Bylaws were updated and passed.
- The Volunteers are working on their strategic plan that hopefully can be aligned with the Districts'.

- a. Explorers Update- All the paperwork has been updated and filed for our Post.

**#10 COMMITTEE REPORTS**

**Ad Hoc Committees:**

- a. Review of Board Bylaws – Strangio, Dunken  
Reviewed redline version from the attorney individually, but have not met yet.
- b. Creation of Lexipol Policies Committee- Howard  
There have been 3 very productive meetings. The projected date to roll out an initial copy is possibly mid-June.

**Standing Committees:**

- a. Budget Committee –Boyd, Dunken  
No Meeting last month, but there is one scheduled for Wednesday April 19<sup>th</sup> at 11:00AM

**#11 GOOD OF THE DEPARTMENT**

-The Volunteers met with Chief Robinson and BC Phillips to asses the BBQ area. The BBQ area over the years has become a bit run down and it is the desire of the Volunteers to take on the project to update the area. Together with the Chief they created a game plan to pour a concrete pad out front, replace counter tops, replace the window, fix the walls, install a new sink, build a new shed for the BBQ wood, and overall updates to the area, as well as take down and remove the old previously decommissioned siren. The Volunteers will be holding a special meeting on Monday to discuss for the funding of the project.

-Director Tusso reported the April 14<sup>th</sup> marks the 28<sup>th</sup> anniversary of the killing of Bob Davis in Covelo back in 1995. Every year they meet at the memorial rock in Willits at the criminal justice center to honor him.

-Fire Safe Council is offering micro grants to qualifying entities in the area such as fire departments and fire safe councils for prevention projects.



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#12 OLD BUSINESS

- a. Update on current retirement plan for District Employees  
No update. Director Dunken had a meeting scheduled that was cancelled on her and will be rescheduled.
- b. Sale/Dispersal of District Assets: Utility Vehicle 6245, Support Vehicle 6242, Commercial Washing Machine.  
No Update from County Counsel.
- c. PG&E Funds Update-  
Approval of associated invoices for purchases using PG&E funds is requested. A summary of invoices used to purchase items for PG&E related items was presented.  
Motion to approve purchases/expenditures as written in the PG&E summary by Director Boyd with a second by Director Howard.

**Ayes: Strangio, Boyd, Tusso, Howard, Dunken**

**Motion carried**

PG&E fund update. The Chief met with the County regarding the siren project. The County is getting a grant to purchase 4 more sirens for our district in addition to our 1 that is behind the station. It looks as though we will need an additional 2 more sirens beyond that. Currently there is \$135,000.00 in PG&E funds that is allocated for the siren project that will be used to purchase the additional sirens.

#13 NEW BUSINESS

- a. Purchase request for PPE (Personal Protection Equipment) in the amount of \$17,500.00.  
With fire season rapidly approaching there is a need for additional gear to outfit or replace current gear. Director Dunken made a motion to approve the purchase of the wildland PPE in the amount of \$17,500.00 once the 3 bids have been documented and procured with a second from Director Howard.  
**Ayes: Strangio, Boyd, Tusso, Howard, Dunken**  
**Motion carried**
- b. Update from the Chief on the of proposed MOU from Coyote Valley Band of Pomo Indians-  
MOU was presented from the Coyote Valley Band of Pomo Indians. Chief met with them and it looks like the tribe is looking for burn permits. At this time, with the current language it cannot be signed, further clarification is needed, The Chief and Fire Marshal will schedule a meeting with the tribe.
- c. Scheduling of annual audit-  
It is now time to schedule our annual audit, we have a tentative date for next week but have not received a confirmation.



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#14 CLOSED SESSION

Entered into closed session at 7:57PM for the purpose of discussion of Public Employment Performance Evaluation of the Fire Chief (GC §54957)

#15 OPEN SESSION

Returned to open session at 8:46PM. The Board has decided to create a Human Resources Committee for the aid in procuring Human Resource services for the district. The Directors appointed to the committee are Director Strangio and Director Dunken, There will be a Special Board meeting scheduled in the near future with the date to be determined.

#16 REQUEST FOR FUTURE AGENDA ITEMS

None

#17 ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 8:47PM.

Next regular Board Meeting will be May 11, 2023 at 6:00PM

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John Strangio, Chair

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Jessica Keizer, Clerk