

**WOODBRIIDGE RURAL FIRE PROTECTION DISTRICT**  
**400 East Augusta Street - Woodbridge**  
**REGULAR MEETING – BOARD OF DIRECTOR’S**  
**February 23, 2022**

**CALL TO ORDER:** President Duke called the regular meeting of the Woodbridge Rural Fire Protection District Board of Directors to order at 10:03 a.m.

**ROLL CALL:**

Directors Present: David Duke, Thomas Alexander, Richard Gerlack, and Michael Manna  
Director Absent: Larry Moore  
Staff Present: Fire Chief Darin Downey, Operations Chief Brian Bernier, and District Secretary Diana Tidwell

**MINUTES:** On motion of Alexander, seconded by Gerlack, the minutes of the regular meeting on December 22, 2021, were approved as received.

**INVOICE COMMITTEE REPORT:** Director Moore gave the Invoice Committee Report for the periods ending December 31, 2021, and January 31, 2022, which included reviewing the district’s bills and employee costs, and found them to be in order. On motion of Alexander, seconded by Duke, expenditures totaling \$337,681.93 for December 2021, and \$384,556.86 for January 2022, were approved. Motion carried unanimously.

**MARCH INVOICE COMMITTEE:** Vice President Alexander and President Duke will serve on the Invoice Committee reviewing March 22, 2022, at 9:30 a.m. with the regular meeting following at 10:00 a.m.

**FIRE CHIEF’S REPORT:**

Chief Darin requested to amend agenda item 9C. On motion of Gerlack, seconded by Alexander, item 9C moved to closed session item 10D. All ayes. Motion carried unanimously.

A. Alarm & Fire Prevention Report:

Chief Downey reviewed the Alarm and Fire Prevention Report, and each board member received a copy. Alarm reports show 171 calls for the month of December 2021 bringing the year-to-date total to 2290, an increase of 337 from the prior year. Alarm reports show 171 calls for the month of January 2022, an increase of 2 from the prior year. There were 6 fire inspections completed during the months of December and January.

B. Apparatus Update:

Chief Downey advised new engine 74 was shipped and arrived in Sacramento two days ago for equipment mounting and radio installation. Operations Chief Bernier and Firefighter Zurilgen flew to Wisconsin for inspections and found a few minor issues which were addressed immediately at the facility. There were no major issues and road tests were good. Operations Chief Bernier advised Engine 72 has been delayed with new completion date estimated between September - October 2022 verses June - July 2022.

C. Special District COVID-19 Relief Funding Grant:

Chief Downey advised COVID-19 Relief Funding Grant was received and \$87,548 has been deposited into San Joaquin General Account #49801. Fundings were for administration, payroll, and PPE expenses for COVID-19 pandemic.

D. FEMA Electric Hurst Tool Grant:

Chief Downey advised training has been completed and, minus the new Engine 74, all hurst tools received from the FEMA Grant are now in service.

E. Firefighter Academy Update:

Chief Downey advised Lateral Firefighter Recruit Academy 22-1 is down to 3 recruits as one recruit resigned. There will be a badge pinning ceremony Friday, February 25, 2022, at 3pm in the station 71 apparatus bay.

F. County/Homeland Security Mobile Radio Grant:

Chief Downey advised the grant for County/Homeland Security Mobile Radio Grant has been awarded and the district should receive 14 new radios in approximately a month. The grant was covered at 100% with zero out of pocket to the district. The total grant is approximately \$84,000 in radios for Woodbridge Fire District.

**OPERATION CHIEF'S REPORT:**

A. Thornton Fire District:

Operations Chief Bernier advised the Thornton Fire District Board of Directors met with Director Winn of the County Board of Supervisors to discuss potential of property tax percentage increase and other options such as a tax measure like Woodbridge Fire Districts Measure U. The district is also down one full time lieutenant however with interns and volunteers working up in class they have managed to keep from browning out the station. Board members attended a community MAC meeting and advised members of the current state of the district. The district is still down a Board member and the open position has been posted with no interest. Operations Chief Bernier advised San Joaquin County is also aware of the state of the district and he will update as he receives additional information.

**CORRESPONDENCE:**

- A. None

**ACTION ITEMS:**

A. REORGANIZATION OF THE BOARD OF DIRECTORS:

On motion of Gerlack, seconded by Manna, Reorganization of the Board of Directors tabled until future meeting where all members are available to vote. All ayes. Motion carried unanimously.

B. APPROVE MEASURE U OVERSIGHT COMMITTEE:

On motion of Alexander, seconded by Manna, Measure U Oversight Committee applications for 3 members, Allen Wolter, Jennifer Hernandez, and Steven Reeves, were approved. The district will keep remaining spots open for applications until the Measure U Committee is full. All ayes. Motion carried unanimously.

C. THORNTON FIRE DISTRICT AGREEMENT:

On motion of Gerlack, seconded by Alexander, agenda amended at start of meeting and item 9C - Thornton Fire District Agreement moved to closed session item 10D. All ayes. Motion carried unanimously.

D. PAINTING OF DONATED TYPE 3 ENGINE:

On motion of Manna, seconded by Gerlack, painting of donated type 3 engine tabled until future meeting so Chief Downey can receive and send contracts of provided services. All ayes. Motion carried unanimously.

E. APPROVE FY 2020/2021 SPECIAL DISTRICTS FINANCIAL TRANSACTION REPORT:

On motion of Alexander, seconded by Gerlack, FY 2020/2021 Special Districts Financial Transaction Report received and approved. All ayes. Motion carried unanimously.

**CLOSED SESSION:**

- A. Liability claims/Workers' Compensation claims/Medical Malpractice claims pursuant to Government Code §54956.95  
B. Labor Negotiations pursuant to California Government Code Section §54957.6  
C. CalPERS Office of Audit Services' Unused Sick Leave Draft Report §20965  
D. Thornton Fire District Agreement pursuant to California Government Code Section §53060

The meeting convened into closed session at 10:38 a.m.

The meeting reconvened into open session at 11:58 a.m. with the following action from the Board of Directors:

1. No action taken from the Board of Directors for line-item A.
2. Directors Manna and Alexander agreed to meet with Labor Tuesday, March 8, 2022, at 10:00 a.m. in the Station 71 Classroom for negotiations.
3. No action taken from the Board of Directors for line-item C. Confidential informational purposes only. CalPERS Office of Audit Services Unused Leave Final Audit still in review.
4. No action taken from the Board of Directors for line-item D. Confidential Informational purposes only.

**BUSINESS NOT ON AGENDA FROM PUBLIC:**

- A. None

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**BOARD COMMENTS:**

A. None

**ADJOURNMENT:** On motion of Gerlack, the Board of Directors meeting was adjourned at 12:12 p.m. Seconded by Manna. All ayes. Motion carried unanimously.

**ATTEST:**

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DIANA TIDWELL, District Board Secretary