

**WOODBIDGE RURAL FIRE PROTECTION DISTRICT**  
**400 East Augusta Street - Woodbridge**  
**REGULAR MEETING – BOARD OF DIRECTOR’S**  
**March 27, 2023**

**CALL TO ORDER:** Vice President Moore called the regular meeting of the Woodbridge Rural Fire Protection District Board of Directors to order at 10:02 a.m.

**ROLL CALL:**

Directors Present: David Duke, Larry Moore, Thomas Alexander, Michael Manna, and Richard Gerlack  
Absent: None  
Staff Present: Fire Chief Darin Downey, Operations Chief Brian Bernier, and District Secretary Diana Tidwell

**MINUTES:** On motion of Alexander seconded by Manna, the minutes of the regular meeting on February 22, 2023, were approved as received. All ayes. Motion carried unanimously.

**INVOICE COMMITTEE REPORT:** Director Alexander gave the Invoice Committee Report for the period ending February 28, 2023, which included reviewing the district’s bills and employee costs, and found them to be in order. On motion of Alexander, seconded by Manna, expenditures totaling \$385591.47 for February 2023, were approved. Motion carried unanimously.

**INVOICE COMMITTEE:** Vice President Moore and Director Alexander will serve on the Invoice Committee reviewing April 26, 2023, at 9:30 a.m. with the regular meeting following at 10:00 a.m.

**BUSINESS NOT ON AGENDA FROM PUBLIC:**

- A. NONE

**FIRE CHIEF’S REPORT:**

- A. Alarm & Fire Prevention Report:  
Chief Downey reviewed the Alarm and Fire Prevention Reports, and each board member received a copy. Alarm reports show 129 calls for the month of February 2023, bringing the yearly total to 354, an increase of 34 calls from the prior year. There were 10 fire inspections completed during the month of February.
- B. Solar Project Update:  
Chief Downey advised All Save Energy has dug holes for the pillars and will be setting posts tomorrow. The materials were delivered it just took longer than expected to receive permits.
- C. Winter Storm Update:  
Chief Downey advised Administration had exploratory call with FEMA representatives on March 21<sup>st</sup> and District estimated to receive approximately 150K reimbursement for Winter Storm event. Administration meeting with FEMA and CalOES for a recovery scoping meeting on March 29<sup>th</sup>. There is no estimated timeframe for reimbursement but the deadline for damage inventory is set for May 28<sup>th</sup>.

**OPERATION CHIEF’S REPORT:**

- A. New Engine 72 Update:  
Operations Chief Bernier advised him and two employees, Battalion Chief Lawrence Richards and Captain Ricardo Ramirez, flew to Wisconsin for an evaluation of the New Engine 72. The engine has a few minor things that will be fixed and once completed, will be delivered to Golden West with an estimated delivery to the district for training by late May or June.

**CORRESPONDENCE:**

- A. Each Board member received a copy of the resignation letter of Firefighter Justin Lopez. Firefighter Lopez last day was March 3, 2023.
- B. Chief Downey advised the district met with VFIS Risk Management Representatives last month to conduct a risk solutions survey and learn more about Woodbridge Fire District’s risk control

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practices. After review, VFIS sent email stating there are no recommendations being made as it relates to VFIS findings.

- C. District Secretary Tidwell advised correspondence received from CalPERS and forwarded to all CalPERS PEPRA Employees regarding rate increases as of July 1, 2023.

**ACTION ITEMS:**

A. APPROVE FY 2021/2022 ANNUAL AUDIT:

On motion of Moore, seconded by Gerlack, FY 2021/2022 annual audit tabled until next meeting. All ayes. Motion carried unanimously.

B. APPROVE RESOLUTION 23-1 FIRE RISK MANAGEMENT SERVICES JPA:

On motion of Gerlack, seconded by Manna, Resolution 23-1 Fire Risk Management Services Joint Powers Authority approved. All ayes. Motion carried unanimously.

**CLOSED SESSION:**

A. Negotiations Pursuant to California Government Code Section §54957.6

The meeting convened into closed session at 10:34 a.m.

The meeting reconvened into open session at 10:41 a.m. with the following action from the Board of Directors:

- 1. No action taken from the Board of Directors for line-item A.

**BOARD COMMENTS:**

A. NONE

**ADJOURNMENT:** On motion of Moore, seconded by Duke, the Board of Directors meeting was adjourned at 10:45 a.m. All ayes. Motion carried unanimously.

**ATTEST:**

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DIANA TIDWELL, District Board Secretary