

WOODBRIIDGE RURAL FIRE PROTECTION DISTRICT
400 East Augusta Street - Woodbridge
REGULAR MEETING – BOARD OF DIRECTOR’S
July 28, 2021

CALL TO ORDER: President Duke 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, Michael Manna and Rick Gerlack
Director Absent: Larry Moore and Thomas Alexander
Staff Present: Fire Chief Darin Downey, Operations Chief Brian Bernier, and District Secretary Diana Tidwell

MINUTES: On motion of Gerlack, seconded by Manna, the minutes of the regular meeting on June 16, 2021, were approved as received.

INVOICE COMMITTEE REPORT: President Duke gave the Invoice Committee Report for the period ending June 30, 2021, which included reviewing the district’s bills and employee costs, and found them to be in order. On motion of Gerlack, seconded by Moore, expenditures totaling \$288,413.77 were approved for payment. Motion carried unanimously.

AUGUST INVOICE COMMITTEE: Directors Alexander and Moore will serve on the Invoice Committee reviewing August 25, 2021, at 9:30 a.m. with the regular meeting following at 10:00 a.m.

FIRE CHIEF’S REPORT:

- A. Alarm & Fire Prevention Report:
Chief Downey reviewed the Alarm and Fire Prevention Report, and each board member received a copy. Alarm reports show 233 calls for the month of June bringing the year-to-date total to 1061, an increase of 184 from the prior year. There were 10 fire inspections completed during the month of June. Chief Downey reported OES383 is back from a two-week strike team assignment and has been inspected and is ready for next deployment.
- B. Ad Hoc Committee Update:
Chief Downey advised there is nothing to update from last Ad Hoc Committee. The Ad Hoc Committee is scheduled to meet after the Board of Directors meeting however Director Moore is absent so meeting will likely be rescheduled.
- C. Captains Testing:
Chief Downey advised an announcement went out for Captains testing for the additional spot that has opened due to the promotion of Brian Bernier to Operations Chief. The testing will likely take place in early to mid-October depending on proctor availability and strike team deployment.
- D. Insurance Policy Renewal Update:
Chief Downey advised the NFP insurance premium was lowered and is now within approximately \$700 of other insurance company quotes. Chief Downey also advised he received notification from NFP that Thornton Fire Districts insurance premium is not being renewed and the Districts Secretary is aware of the issue and searching for a new policy.

OPERATION CHIEF’S REPORT:

- A. Thornton Fire District:
Operation Chief Bernier advised Thornton Fire District employees are doing well and things have been running smooth. They are currently working on employee agreements and the Board of Directors are in the process of forming a committee to reach out to San Joaquin County to ask for additional funding. Operation Chief Bernier will keep the Board of Directors updated as anything additional arises.

CORRESPONDENCE:

- A. None

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ACTION ITEMS:

- A. APPROVE FISCAL YEAR 2021/2022 ANNUAL AUDIT RENEWAL:
On Motion of Manna, seconded by Gerlack, renewal of Fiscal Year 2021/2022 Annual Audit services by Croche, Sanguinetti, and Vander Veen approved. All ayes. Motion carried unanimously.
- B. APPROVE FISCAL YEAR 2021/2022 FINANCIAL TRANSACTION REPORT PROCESSING:
On motion of Gerlack, seconded by Manna, renewal of Fiscal Year 2021/2022 Financial Transaction Report Processing by Croche, Sanguinetti, and Vander Veen approved. All ayes. Motion Carried unanimously.
- C. APPROVE HIRING OF 1 FULL-TIME FIREFIGHTER:
On motion of Gerlack, seconded by Manna, hiring of 1 firefighter trainee to full-time firefighter status approved. All ayes. Motion Carried unanimously.
- D. APPROVE RESOLUTION 21-5 – ENGINE LEASING:
On motion of Gerlack, seconded by Manna, Engine Leasing Resolution 21-5 replacing exhibit B of Engine Leasing Contract per advice of District attorney approved. All ayes. Motion carried unanimously.
- E. APPROVE RESOLUTION 21-6 – DELTA DIRECT ASSESSMENT:
On motion of Gerlack, seconded by Manna, Delta Direct Assessment Resolution 21-6 approved. All ayes, motion carried unanimously.
- F. APPROVE RESOLUTION 21-7 – MEASURE U DIRECT ASSESSMENT:
On motion of Gerlack, seconded by Manna, Measure U Direct Assessment Resolution 21-7 approved. All ayes. Motion carried unanimously.
- G. APPROVE OPERATIONS CHIEF’S CONTRACT:
Approval of Employment of Full Time Operations Chief Contract moved to after closed session.

BUSINESS NOT ON AGENDA FROM PUBLIC: None

CLOSED SESSION:

- A. Liability claims/Workers’ Compensation claims/Medical Malpractice claims (Government Code §54956.95)
- B. Operations Chief contract negotiations pursuant to California (Government Code Section §54957)
The meeting convened into closed session at 10:36 a.m.
The meeting reconvened into open session at 11:13 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. No action taken from the Board of Directors for line-item B.

BOARD COMMENTS: Director Manna inquired if the District has received any information on Solar Energy for stations. Chief Downey advised he will explore potential quotes and update at next Board of Directors meeting.

ADJOURNMENT: On motion of President Duke, the Board of Directors meeting was adjourned at 11:19 a.m. Seconded by Manna. Motion carried unanimously.

ATTEST:

DIANA TIDWELL, District Board Secretary