

**COMMISSIONER'S MEETING
ESPARTO FIRE PROTECTION DISTRICT
16960 YOLO AVE
ESPARTO, CA 95627**

**September 12, 2024
MINUTES**

1. Call to Order

The meeting was called to order at 6:00 p.m. by Commissioner Mitch Roath.

2. Roll Call

Members present: Mitch Roath, Barry Burns and John Hulsman

Absent: Rudy Lucero and David Schwenger

Other present: Chief Curtis Lawrence and Monica Burns, Secretary to the Board

3. Approval of Agenda

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the agenda.

Ayes: 3 Noes: 0 Absent: 2

4. Public Comment

None

5. Approve Minutes of:

A. July 11, 2024 Regular Meeting

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the July 11, 2024 regular meeting minutes.

Ayes: 2 Noes: 0 Abstain: 1 (Commissioner Roath) Absent: 2

B. August 8, 2024 Regular Meeting

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the August 8, 2024 regular meeting minutes.

Ayes: 3 Noes: 0 Absent: 2

6. Approve Payment of September 12, 2024 Claims

A motion was made by Commissioner Burns and seconded by Commissioner Hulsman to approve the September 12, 2024 claims.

Ayes: 3 Noes: 0 Absent: 2

7. Review Financial Report

The Financial Report was reviewed by the Board. Chief Lawrence advised that a 2024-25 budget revision, to include Strike Team income and expenses, may be presented at the next regular board meeting.

8. Review and Approve Resolution No. 24-006, Resolution to Approve The Department of Forestry and Fire Protection Agreement #7GF24031

A motion was made by Commissioner Roath and seconded by Commissioner Burns to approve Resolution No. 24-006, Resolution to Approve The Department of Forestry and Fire Protection Agreement #7GF24031.

Ayes: 3 Noes: 0 Absent: 2

9. Review and Approve Updated Employee Handbook Sections 3.5.5 and 6.4.1

A motion was made by Commissioner Roath and seconded by Commissioner Burns to approve the Updated Employee Handbook Sections 3.5.5 and 6.4.1.

Ayes: 3 Noes: 0 Absent: 2

10. Discuss and Determine Process for Evaluating District Fire Chief

This item was deferred to the next regular meeting.

11. Fire District’s Sustainability Ad Hoc Committee

A. Updates

Chief Lawrence reported:

- a. That a lunch will be scheduled in early October, 2024 with the County Fire Chiefs and the Yolo County Board of Supervisors regarding sustainability;
- b. That an actual Ad Hoc Committee meeting should be scheduled soon and will include discussion regarding another Proposition 218 proposal for Fire Districts’ whose previous Proposition 218 failed.

12. Yolo County Fire Safe Council

A. Updates

Chief Lawrence reported that he has ordered the Knox Boxes and Locks for all participating Fire Districts and the order should arrive in just a few days.

B. Yolo Prescribed Burn Association

Commissioner Burns and Chief Lawrence reported that a training on control burns was held and that another live training is being planned near the Esparto Cemetery.

13. Staff Reports

A. Office

- c. Chief Lawrence reported on the continuing office organization and that he will be purchasing another computer for the front office.

B. Building & Maintenance Report

- a. Chief Lawrence reported that there are minor issues with some of the rigs and that the repairs will be done in-house.

C. Chief’s Report

- a. Chief Lawrence reported:
 - i. That Yolo County’s CAO is leaving, so there will be another new CAO eventually.
 - ii. That a representative from Yolo County’s CAO’s office will be visiting tomorrow.
 - iii. On the District’s Strike Team participation.
 - iv. That he is in discussion with Yocha Dehe and Capay Valley Fire Protection District regarding a Type 3 engine. Chief Lawrence is hoping an agreement can be reached to start a reserve fleet that benefits the region.

14. Adjournment

A motion was made by Commissioner Roath and seconded by Commissioner Burns to adjourn the meeting at 6:22 p.m.

Ayes: 3 Noes: 0 Absent: 2

_____, Commissioner

Monica Burns, Secretary to the Board