



**West Plainfield Fire Protection District**  
24901 County Road 95, Davis, CA 95616 (530) 756-0212

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**MINUTES - BOARD OF COMMISSIONERS – REGULAR MEETING  
February 15, 2022 at 7:00 PM**

Held via Video and Teleconference

Remote Meeting Locations: 26213 County Rd 96, Davis, CA 95616  
25258 County Road 95, Davis, CA 95616  
34791 Creeksedge Road, Davis, CA 95616  
37007 Russell Boulevard, Davis, CA 95616

**1. Call the Meeting to Order and Establish Quorum (President McMullen)**

Meeting called to order at 1902 hours by President McMullen. The Board Clerk called roll and established a quorum:

Commissioner Yeager:	Present
Commissioner Hjerpe:	Absent
Commissioner Guarino:	Present
Commissioner Amy:	Absent
Commissioner McMullen:	Present

Commissioner Hjerpe joined the meeting at 1905 hours.

Also present were: AC Stiles, BC Wilson, Captains Bravo and Fish, Firefighter and Volunteer Association President Lee, and candidate Anthony Brown.

**2. Public Comment - None**

**3. Old Business**

**a. Update – Weed Abatement (BC Wilson)**

BC Wilson reported that he had received the new mailing list from the County, that the Chief's letter re abatement will be updated on the webpage, and the goal for getting the mailings done was early March. BC Wilson also anticipates getting Yolo County more involved with respect to necessary abatements as they are identified.

**b. Update – Yolo County Fire Sustainability Committee (AC Stiles)**

AC Stiles reported that the County continues to wait for the LAFCO report before making additional decisions regarding funding, ongoing or otherwise. Further, the County has finally received some response to its request for proposals for the 218-feasibility study: updating current benefit amounts and putting new 218s in place in Districts that do not already have one.

**4. Lillard Hall**

**a. Manager Report (Hall Manager Gonzalez)**

Manager Gonzalez was not present; but the Board members reviewed her written report.

**b. Informational: Draft Minutes – Meeting – January 4, 2022**

Interim Clerk Rita advised the Board that the draft of the committee meeting minutes was presented for information purposes only and to guide the discussion regarding Item 4.c. below.

**c. Discussion / Action - (Hall Manager Gonzalez)**

**i. Approve Changes to Lillard Hall Use and Rental Policies**

Hall Manager Gonzalez was not present; Commissioner Yeager gave a brief rundown of the proposed changes.

Motion: Approve changes as presented  
By: Yeager  
Second: Guarino  
Discussion: None  
Roll Call: Yeager, Aye  
Hjerpe, Aye  
Guarino, Aye  
McMullen, Aye  
Passed: Unanimously

**5. New Business**

**a. Discussion / Action – Closed Session (Commissioner Guarino)**

**i. Interview / Hire for Soon to be Open Career Company Officer Position – Recommended Candidate**

- 1. Close Session – at 1940 hours**
- 2. Open Session – at 1956 hours**
- 3. Report out of Closed Session**

President McMullen reported out of closed session that Candidate Brown's name has been placed at the top of the hiring list, to be offered our next open position at the rank of Captain.

**b. Discussion / Action (AC Stiles and/or BC Wilson)**

**i. Approve Transfer of E230**

AC Stiles confirmed that Robbins Sutter Basin would like to take the engine; Willow Oak has also approved, as no department in



Yolo County wanted to take it. By consensus, the Board agreed to the transfer of E230 the Robbins Sutter Basin.

**ii. Update on Disposition of Remaining Surplus Engines**

AC Stiles confirmed that we would need to find private buyers for the remaining surplus. Staff continues to work on finding buyers.

**c. Discussion / Action – Fee for Fire Inspections (Chief Rita)**

Chief Rita advised Commissioner Amy had suggested that the District might want to consider charging a fee for inspections. President McMullen assigned an Ad Hoc Committee: Yeager, chair, Amy, Board member, and staff, to study the issue and make any recommendations to the Board.

**d. Discussion / Action – Landscaping of Area East of Station (Commissioner Yeager)**

Commissioner Yeager would like to see Bermuda grass planted, with a sprinkler system. President McMullen assigned an Ad Hoc Committee: Yeager, chair, Guarino, Board Member, and staff, to develop a plan and make recommendations to the Board.

**e. Discussion / Action - Volunteer Applications (BC Wilson)**

BC Wilson reported we had one applicant, who was a repeat applicant; but, after re-review, staff again declined to move the applicant forward to the Board.

Captain Bravo asked the President if now might be a good time to provide an update regarding grants submitted, as one had been submitted for personnel; the President approved. Captain Bravo reported that we had submitted a SAFER grant for personnel, no match by the District, for 24 reserve/volunteer firefighter positions. It would cover a 4-year period and provide: PPE, uniforms, pre- and post-medicals, and \$75 stipends. Captain Bravo reported that he just received information for the Cal Fire Volunteer Grant, which is usually for PPE, and will be preparing and submitting that soon.

**f. Discussion / Action – Committee Assignments (President McMullen)**

President McMullen reported that he had made new standing committee assignments, as follows:

Budget & Benefits Committee – **Yeager**, Guarino, Rita  
Personnel Committee – **Hjerpe**, Yeager, Rita

Funding and Development Committee - **Guarino**, Amy, Wilson and  
Bravo  
Lillard Hall Committee – **Amy**, Hjerpe, Gonzalez

- g. Discussion / Action – Standing Committees – Reports (by Prior Members)**
- i. Budget and Benefits Committee – Hjerpe, Amy**
  - ii. Personnel Committee – Guarino, Amy**
  - iii. District Funding and Development Committee - Yeager, Hjerpe**
  - iv. Lillard Hall Committee – Yeager, Amy**

The Lillard Hall Committee members had nothing more to report; none of the other committees had met, so had nothing to report.

- h. Discussion / Action – Ad Hoc Committee Reports**
- i. LAFCO – Guarino, Yeager**
  - ii. Solar – Guarino, Hjerpe**

Neither committee had met, but Chief Rita had some updates.

LAFCO: there is a workshop scheduled at Willow Oak Station 6 focused on recommendations for West Plainfield, Willow Oak, and Yolo Fire for February 28. LAFCO representative Christine Crawford has provided an agenda for posting to allow all board members from each District to attend. Chief Rita reported that she would forward the necessary information to all the Board members.

Solar: staff continues to work on finding a company that can install it and has financing options.

- i. Discussion / Action – Liaison Reports**
- i. Fire Prevention / Investigation – McMullen**
  - ii. Training – Yeager**
  - iii. Large Equipment / Facilities – McMullen**
  - iv. IHS – McMullen**

None of the liaisons had anything to report.

**6. Fire Chief's Report (Chief Rita)**

Chief Rita reported that the FDAC annual conference was a go this year. She asked that any Board or staff member that was interested contact her as soon as possible, as the deadline was approaching for hotel reservations. This year's conference is in Napa, at the Napa Marriott from April 5 through April 8.



**7. Battalion Chief's Report (BC Wilson)**

Association President Lee advised the Board that the Association would be holding a pancake breakfast this year, after all. The Association will also be holding a flea market as a fundraiser, "renting" spaces, currently set for April 9.

**8. Clerk's Report (Interim Clerk Rita)**

**a. Discussion / Action – West Plainfield Fire Protection District Bill Review/Approval**

Interim Board Clerk Rita indicated she had provided the Board members with a revised coversheet for the bills. She noted that she had posted it online, as well.

Motion: Approve payment of bills as summarized on the revised bill coversheet  
By: Yeager  
Seconded: Guarino  
Discussion: None  
Roll Call: Yeager, Aye  
Hjerpe, Aye  
Guarino, Aye  
McMullen; Aye  
Passed: Unanimously

**b. Approval of Prior Board Meeting Minutes (Interim Clerk Rita)**

**i. Regular Meeting – January 18, 2022**

Motion: To approve the minutes as presented  
By: Yeager  
Seconded: Guarino  
Discussion: None  
Roll Call: Yeager, Aye  
Hjerpe, Aye  
Guarino, Aye  
McMullen; Abstain  
Passed: Unanimously, with one abstention

**9. Open Forum**

AC Stiles reported that the Department will be sponsoring Driver/Operator 1A and 1B classes in March; he will be the lead instructor and sessions will be split between West Plainfield and Willow Oak stations.

**10. Next regular Board meeting on March 15, 2022, unless another date is agreed upon**

Next regular meeting date confirmed for March 15, 2022.

**11. Meeting Adjourned (President McMullen)**

Motion: To adjourn  
By: Yeager  
Seconded: Guarino  
Discussion: None  
Roll Call: Yeager, Aye  
Hjerpe, Aye  
Guarino, Aye  
McMullen; Aye  
Passed: Unanimously

Meeting adjourned at 2045 hours.



President McMullen



Interim Board Clerk Rita