



West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

BOARD OF COMMISSIONERS – REGULAR MEETING OCTOBER 17, 2023 at 7:00 PM

To be Held in Person at Lillard Hall
24905 County Road 95
Davis, CA 95616

To be Held by Zoom: <https://us06web.zoom.us/j/98831083439>

One tap mobile – +16699006833,98831083439#

Dial by your location – (669) 900-6833 US (San Jose)

Meeting ID: 988 3108 3439

1. Call the Meeting to Order and Establish Quorum (President McMullen)
2. Public Comment
3. Old Business
 - a. Update – Weed Abatement (Firefighter Jon Lee)
 - b. Update – Yolo County Fire Sustainability Committee (AC Stiles)
4. Lillard Hall
 - a. Manager Report (Hall Manager Sykes)
5. New Business
 - a. Update – Volunteer Applications (Chief Rita)
 - b. Discussion / Action – Live Scan Fees – Member or Employer Pays (Chief Rita)
 - c. Discussion / Action – Approve Policies and Procedures (Chief Rita)
 - i. Policy 201 – Emergency Action Plan and Fire Prevention Plan (new)
 - ii. Policy 203 – Training Policy (new)
 - iii. Policy 900 – Illness and Injury Prevention Program (updates and replaces current plan and forms)
 - iv. Policy 1011 – Discriminatory Harassment (replaces page 17 of *Prior Directives* document)
 - v. Policy 1012 – Conduct and Behavior (new)
 - vi. Policy 1013 – Personnel Complaints (replaces page 17 of *Previous Directives* document)
 - vii. Policy 1019 – Grievance Procedure (replaces page 17 of *Previous Directives* document)
 - viii. Procedure 201 – Purchase Card (new)

- ix. Procedure 1001 – Personnel Complaints (replaces page 17 of *Previous Directives* document)
- x. Procedure 1002 – Administrative Investigations and Interviews (replaces page 17 of *Previous Directives* document)
- xi. Procedure 1003 – Discipline (replaces page 17 of *Previous Directives* document)
- d. Discussion / Action – Standing Committees – Reports
 - i. Personnel Committee – **Amy**, Yeager
 - ii. District Funding and Development Committee – **Yeager**, Stiles
 - iii. Lillard Hall Committee – **Amy**, Roos
 - 1. Discussion / Action – Approve October 4, 2023, Minutes
 - 2. Discussion / Action – Approve New Signers for Lillard Hall Bank of America Bank Account
 - iv. Budget and Benefits Committee – **Stiles**, Roos
- e. Discussion / Action – Ad Hoc Committees – Reports
 - i. Solar – **Stiles**, Roos
- f. Discussion / Action – Liaison Reports
 - i. Fire Prevention / Investigation – McMullen
 - ii. Training – Yeager
 - iii. Large Equipment / Facilities – McMullen
- 6. Fire Chief’s Report (Chief Rita)
- 7. Fire Fighter’s Association Report (President Jon Lee)
- 8. Clerk’s Report (Board Clerk Hall)
 - a. Discussion / Action – West Plainfield Fire Protection District Bill Review / Approval
 - b. Discussion / Action - Approval of September 19, 2023, Regular Board Meeting Minutes
- 9. Open Forum
- 10. Next regular Board meeting on November 21, 2023, unless another date is agreed upon
- 11. Meeting Adjourned (President McMullen)