**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**NOTICE OF REGULAR MEETING**

**MEETING AGENDA**

**Wednesday, June 14th, 2023, at 6:30 p.m.**

Meeting held at Janesville Fire Protection District Station email: [jfpd@frontiernet.net](mailto:jfpd@frontiernet.net)

463-390 Main St. P.O. Box 40 website: <http://janesvillefireca.org>

Janesville, Ca. 96114 phone: (530) 253-3737

\*Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the Janesville Fire Protection District three full business days prior to the meeting at (530) 253-3737 or [jfpd@frontiernet.net](mailto:jfpd@frontiernet.net) or at the District website, janesvillefireca.org [Government Code §54954.2(a) (1)]

**A. CALL TO ORDER/OPENING CEREMONIES**

1. Call business meeting to order

2. Pledge of Allegiance

3. Roll Call

**B. PUBLIC COMMENTS**

During Public Comments, the public may address the Board on any issue within the district’s authority which is not on the agenda.

Individual Public Commentsare subject to a 3-minute limit.

**C. CONSENT CALENDAR**

The Board considers all matters listed under the CONSENT CALENDAR to be routine in nature and usually approved by a single vote.

1. Approve June Agenda (*additions and/or deletions*)
2. Approve May Regular and Special meeting Minutes
3. Approve May Financial Reports and Sage Balance Sheet
4. Approve May Director’s signature page for Sage General Ledger, Cash with County Operations (fund 206) & Developer Fees (fund 229).

5. Approve June Expenditures

**D. BOARDS AND COMMISSIONS** None

**E. CHIEF’S REPORT June 14, 2023**

Drill Nights:

05/02/23 11 Volunteers – Dinner Night/Run Review

05/09/23 9 Volunteers – Mayday/LUNAR

05/16/23 10 Volunteers, 5 visitors – Medical Tuesday/ Immobilization

05/30/23 13 Volunteers – Engine #422 Drafting/ Air 1 Ops

All equipment is in service as of June 5, 2023. Engine #422 has passed inspection for Cal Fire usage.

May Calls: 14

**F. COMMITTEE REPORTS**

1. SUBJECT – Maintenance of Buildings (Moore/Beck)

2. SUBJECT - Personnel (Harrison/Holmes)

3. SUBJECT - Equipment (Moore/Harrison)

4. SUBJECT - Subdivisions (Beck/White)

5. SUBJECT – DMV

6. SUBJECT – New Engine (Moore/Holmes)

**G. STAFF REPORTS**

1. FRMS/FASIS (workers compensation carrier), asked for a validation of our estimated 2023/24 payroll. FASIS estimated our 23/24 payroll to be $316,328 based on actual payroll from 21/22 (Dixie Fire included) which they calculate inflated by 1% then 1% again.

Their estimated 23/24 payroll established our annual contribution at $32,956 plus an annual adjustment at the fiscal year end, estimated to be more than an additional $10,000.

Staff contacted FASIS financial analysts and *corrected* our estimated 23/24 payroll at $100,000. Reducing this estimate by one-third should also reduce our quarterly and annual payroll adjustment contributions. Staff will provide updates when available.

For comparison:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Proposed* | *Proposed Quarterly* | *% over Quart. =adjustment* | *Annual adjustment* | *Total contribution* |
| 23/24 | 8,239 x4 = 32,956 | unknown | unknown | $32,956 + ^ |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Fiscal year | Paid quarterly | % over Quart. | Annual adjustment | Total contribution |
| 22/23 | 4,772 x4 = 19,088 | 73,72% | 14,071 | $33,159 |
| 21/22 | 3,781 x4 = 15,124 | 29.96% | 4,531 | $19,655 |
| 20/21 | 3,109 x4 = 12,436 | 22.04% | 2,741 | $15,177 |

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding purchase of a “smart projector” and screen.

2. Discussion and possible action regarding DOM section 1.0 Board of Directors Manual and Rules of Procedures.

3. Discussion and possible action regarding Prop 4 Limits FY 23/24 –Resolution #2023-002, $360,736.

4. Discussion and possible action regarding End of FY 2022/2023 transfers.

5. Discussion and possible action regarding 2023/2024 proposed Budget.

6. Discussion and possible action regarding temporary scheduling, staffing and compensation.

7. Discussion and possible action regarding recruitment of FTE (full-time employee).

8. Discussion and possible action regarding adjusted costs of change orders for new engine.

**I. ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

1.

**J.** **CLOSED SESSION**

**K. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

1.

**L. FUTURE AGENDA ITEMS**

1. Staff report items-

2**.** Business and action items-

**M. ADJOURNMENT**