**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

 **MEETING MINUTES**

**Wednesday, May 11th, 2022 at 6:30 p.m.**

Meeting held at Janesville Fire Protection District Station

463-390 Main St.

Janesville, Ca. 96114

(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 or at the District website, janesvillefireca.org [Government Code Section 54954.2(a) (1)]

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

1. Called business meeting to order at 6:32 p.m. by Director Harrison.

 2. Pledge of Allegiance

 3. Roll Call – Present: Directors Harrison, Holmes, Beck and White. Also present: Chief Ehrlich, Guest Speaker Dan Douglas the Regional Coordinator from FIREWISE USA, Volunteer Stading and Secretary Coe. Volunteer Mateo joined the meeting at 7:16 pm.

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

 During Public Comments, the public may address the Board on any issue within the District’s jurisdiction which is not on the Agenda.

No public comments

**C**. **CONSENT CALENDAR**

 All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve May Agenda
2. Approve April Meeting Minutes

 3. Approve April Financial Reports and Directors’ signature page for April Sage Balance & General Ledger sheets for Cash with County- Operations (206) & - Developer Fees (229).

 4. Approve May Expenditures

 **A motion was made by Director White, seconded by Director Holmes, to approve the Consent Calendar.**

 **The motion carried: AYES: 4, NOES: 0**

**D. BOARDS AND COMMISSIONS –** Capital Improvement meeting held.

1. Recess Regular Meeting at 6:33 p.m. to convene as Capital Improvement Authority.
2. Reconvene at 6:51 p.m. into Regular Meeting.

**E. CHIEF’S REPORT**

**CHIEF’S REPORT 5/11/22**

Drill Nights:

4/05/22 12 Volunteers - Dinner Night, Run review

4/12/22 12 Volunteers – Wildland VMP

4/19/22 16 Volunteers – Wildland S-190 Annual Review

4/26/22 11 Volunteers – Pack Test

April Calls: 21 All Equipment in service!

PG&E Settlement. Lassen County District Attorney, Rios, and PG&E reached a settlement agreement regarding the DIXIE fire. It was negotiated that $900,000 would be split between 9 Special Districts. Janesville will be receiving $100,000. $30,000 within the next couple of weeks and the remaining $70,000 on or before July 12, 2022.

**F. COMMITTEE REPORTS**

1. SUBJECT – Maintenance of Buildings (Moore/Beck) - Hall ceiling lights replaced w/LED

 2. SUBJECT – Personnel (Harrison/Holmes) - nothing

 3. SUBJECT – Equipment (Moore/Harrison) - Nothing

 4. SUBJECT – Subdivisions (Beck/White) - Nothing

 5.SUBJECT – DMV (Chief Ehrlich) - Everything is good

**G. STAFF REPORT**

1. Secretary Coe advised of a request from MED-Project USA to participate in an Unwanted Medicine Mail-Back Distribution Location (“Distribution Center”) program.

**H. BUSINESS AND ACTION ITEMS**

1. Presentation, Discussion and possible action regarding presentation from Dan Douglas (FireWise).

 **A motion was made by Director Holmes, seconded by Director Beck to recognize Janesville as a FIREWISE Community and to create a FireWise Board, comprised of the same members of Janesville Fire Protection District (JPFD) Board of Directors for the purpose of overseeing the Janesville, California FIREWISE Community 2021 Action Plan (attached). Additional points of the plan include**

1. **An assessment every 5 years.**
2. **An action plan created every 3 years.**
3. **JFPD Fire Chief designated as a contact person from JFPD.**
4. **Dan Douglas designated as contact person from FIREWISE.**

 **The motion carried: AYES: 4, NOES: 0**

1. Discussion and possible action approval to begin research for a type 6 engine.

 **A motion was made by Director Holmes, seconded by Director White to begin the research, including pricing, on a new engine, not limited to a type 6.**

 **The motion carried: AYES: 4, NOES: 0**

1. Discussion and possible action regarding Budget Transfers and Line item transfers as listed:
2. BUDGET TRANSFERS: All budget transfers are made to clean up overages in the original estimated budget.
3. Increase account #206-3002800- Special Department Expense- by $373.37 to fund unanticipated purchase of Kindergarten Day Supplies.
4. Increase account #206-3001500 – Insurance- by $11,714.00 to accurately apply ISU INSURANCE refund check # 19899, deposited on 3/17/22, amount of $11,714.00. And Increase account #206-3001500 – Insurance- by $400.00 to fund unexpected increased in FASIS worker’s compensation insurance.
5. EXPENDITURE TRANSFERS: All expenditure transfers are made to pay for unexpected costs on line items in specific accounts.
6. Increase account #206- 3002800 – Special Department Expense – by $373.37 to pay for unanticipated purchase of Kindergarten Day Supplies. Transfer $373.37 from Operations revenue account.
7. Increase account #206- 3001500 – Insurance – by $11,714.00 to accurately apply ISU Insurance Refund check# 19899, deposited on 3/17/22, amount of $11,714.00. And Increase account #206- 3001500 – Insurance – by transferring $400.00 from operations to pay for unexpected increases in FASIS worker’s compensation insurance.

**A motion was made by Director Beck, seconded by Director Holmes to approve transfers as listed above.**

 **The motion carried: AYES: 4, NOES: 0**

**I. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA:**

(Government Code Section 54957.7)

Nothing on Agenda

**J. CLOSED SESSION:**

Nothing on Agenda

**K. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

(Government Code Section 54957.1)

 Nothing on Agenda

**L. FUTURE AGENDA ITEMS**

1. New engine research information

**M. ADJOURNMENT**

 **It was motioned by Director Beck, seconded by Director White and carried to adjourn the meeting at 7:26 p.m.**

Submitted by Karen Coe, Secretary