**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**MEETING MINUTES**

**Wednesday, September 10, 2025, at 6:30 p.m.**

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

463-390 Main St. P.O. Box 40 website: https://janesvillefire.specialdistrict.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 Section 54954.2(a) (1)]

6:

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

1. Called business meeting to order by Board Chairman Beck at 6:36 p.m.

2. Pledge of Allegiance

3. Roll Call – Present: Directors Beck, Leef and Holmes. Also present Chief R. Stading, and Secretary T. Gard. Randy Roberts from Lake Forest Fire was also present.

**Director Holmes made a motion, seconded by Director Leef to approve Call to Order and Opening Ceremonies as completed.**

**The motion carried: AYES: 3, NOES: 0**

**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 comments are 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 is usually approved by a single vote.

1. Approve the September Agenda (*additions* and/or *deletions*).
2. Approve August Regular Meeting Minutes.
3. Approve June Financial Reports and Sage Balance Sheets.
4. Approve June Directors’ signature pages for Sage General Ledge, Cash with County – Operations (fund 206) & Developer Fees (fund 229).
5. Approve the September Expenditures

**Director Holmes made a motion, seconded by Director** **Leef, to approve the Consent Calendar.**

**The motion carried: AYES: 3, NOES: 0**

**D. BOARDS AND COMMISSIONS None**

**E. CHIEF’S REPORT -** See attached for September 8, 2025, Chief’s report.

**F. COMMITTEE REPORTS**

1. SUBJECT – Maintenance of Buildings (Moore/Leef) New mats need to be ordered for dayroom

2. SUBJECT – Personnel (Holmes/Beck) - Nothing to report.

3. SUBJECT – Equipment (Moore/Leef) - Nothing to report

4. SUBJECT – Subdivisions (Beck/Caldwell) - Nothing to report.

5.SUBJECT – DMV (Tara Gard) DMV information was updated to reflect Tara as point of contact.

**G. STAFF REPORT**

1. Chief –
2. Secretary –R. Robert from Lake Forest has inquired about whether a decision has been made about joining the rapid extrication module support team.

The board has decided to postpone this matter until a new chief is appointed, allowing input from the incoming chief to be considered.

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding replacing the batteries on E426.

**.**

**Dan Weaver of Lassen Community College (LCC) has expressed interest in purchasing this engine for the college's fire science program. LCC has offered $5,000.00 and will also buy the batteries. E426 is currently a reserve engine, and all equipment has been removed. S. Butterbach will replace the primer pump on it before the college takes possession of it.**

**The motion carried: AYES:3, NOES: 0**

1. Discussion and possible action to announce an opening for the position of Fire Chief.

**Tara prepared a job description for the chief's position; please refer to the attached posting. Details regarding job hours and compensation were intentionally omitted to obtain input from the board on their preferred approach. Director Beck expressed that he would like hours and salary listed as "To Be Determined," dependent upon experience. The description will include "TBD," and Tara will post the listing.**

**The motion carried: AYES:3, NOES: 0**

1. Discussion and possible action regarding the IAMResponding app.

**Fire safe council has offered to contribute $800 for this app. Tara received a quote for this app, a 1-year subscription is $910, 3-year subscription is $870 per year, plus a one-time set up fee of $45. Currently the volunteers are using the Voxer app for $45 per year. Chief Stading said they are happy with this app and do not see a reason to change. The boards decided to stay with the Voxer app and not go with the IAMResponding app.**

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

**J.** **CLOSED SESSION** STARTED at \_\_ . and ENDED at \_\_:\_\_ p.m.

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

**L. FUTURE AGENDA ITEMS**

1. Staff report
2. Items for Business and Action-

Tara to follow up with Dan Weaver regarding E426

**M. ADJOURNMENT**

**Director Leef made a motion, seconded by Director Holmes and it was carried to adjourn the meeting at 7:04 p.m.**

Submitted by Tara Gard, Secretary