**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**MEETING MINUTES**

**Wednesday, March 13th, 2024, 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 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, Holmes, White and Leef. Also present were Chief Leef, Assistant Chief R. Stading, Incident Support Volunteer S. Leef and Secretary Coe.

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

**The motion carried: AYES: 4, 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. **No public comments.**

**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 March Agenda with the deletions in items H2 and H3 – Business and Action Items as follows; delete the numeral 1 from DOM section 4 – Forms and the numeral 1 from DOM Subsection 4.7 – Gear Usage for Training Agreement.
2. Approve February Regular Meeting Minutes
3. Approve February Financial Reports, Sage Balance Sheet and February Directors’ signature pages for Sage General Ledger Report, Cash with County – Operations (fund 206) & Developer Fees (fund 229).
4. Approve March Expenditures

**Director Holmes made a motion, seconded by Director White, to approve the Consent Calendar with the deletions** **in items H2 and H3 – Business and Action Items as follows; delete the numeral 1 from DOM section 4 – Forms, and the numeral 1 from DOM Subsection 4.7 – Gear Usage for Training Agreement.**

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

**D. BOARDS AND COMMISSIONS -** None

**E. CHIEF’S REPORT -** March 13th, 2024, Chief’s report attached.

**F. COMMITTEE REPORTS**

1. SUBJECT – Maintenance of Buildings (Moore/Beck) – Nothing to report.

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

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

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

5.SUBJECT – DMV (Chief Leef) – Nothing to report.

6. SUBJECT - New Engine (Moore/Holmes) – Photos of engine progress shared in staff report.

**G. STAFF REPORT**

1. Semsa Lease update was provided
2. Fleet report was provided, see attached.
3. Decals for Engine #424 (Forest Service green engine) was provide.
4. A slide show of Engine #421 progress was provided.

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding request from LAFCO, Local Agency Formation Commission of Lassen County, for Janesville Fire Protection District to participate on LAFCO.

**No action. The Board directed this item to be placed on a future agenda for discussion after LAFCO reissues a new request package in the Summer of 2024.**

1. Discussion and possible action regarding approval of DOM Section 4 – Forms, which allows for all JFPD forms to be assigned a subsection under DOM Section 4.

**Director White made a motion, seconded by Director Leef, to approve the creation of DOM Section 4 – Forms, which will allow for all JFPD forms to be assigned a subsection under DOM Section 4.**

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

1. Discussion and possible action regarding the approval of DOM Subsection 4.7 – Gear Usage for Training Agreement.

**Director Holmes made a motion, seconded by Director white, to approve DOM Subsection 4.7 – Gear Usage for Training Agreement.**

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

1. Discussion and possible action regarding the designation of JFPD staff to attend the new Pierce Fire Engine, Factory Final Inspection in Bradenton, Florida.

**Director Holmes made a motion, seconded by Director White, to designate Interim Chief Leef, Assistant Chief Stading and Captain Butterbach as representatives of JFPD to attend the Pierce Fire Engine, Factory Final Inspection in Bradenton, Florida.**

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

1. Discussion and possible action regarding approval of JFPD funds to pay for a third JFPD person to attend the new Pierce Fire Engine Factory Final Inspection in Bradenton, Florida.

**No action taken because Jon Bauer of Golden State Apparatus agreed to provide travel expenses for three JFPD representatives (instead of two, as agreed in the lease/purchase agreement) as compensation for the Pierce engine not being delivered within the contracted period.**

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

**Chairman Beck stated there are no items for closed session****.**

**J. CLOSED SESSION –** No closed session.

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

**Chairman Beck stated there are no items for closed session.**

**L. FUTURE AGENDA ITEMS**

1. Items for Staff reports – Semsa Lease agreement update, #424 decals update and Pierce engine update.

2. Items for Business and Action – None

**M. ADJOURNMENT**

**Director White made a motion, seconded by Director Holmes, and carried to adjourn the meeting at 7:31 p.m.**

Submitted by Karen Coe, Secretary