

**JANESVILLE FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
NOTICE OF REGULAR MEETING**

**MEETING AGENDA**

**Wednesday, January 12, 2022, at 6:30 p.m.**

Meeting held at Janesville Fire Protection District Station  
463-390 Main St. P.O. Box 40  
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](mailto:jfpd@frontiernet.net) or at the District website, [janesvillefireca.org](http://janesvillefireca.org) [Government Code Section 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 (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.

**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 January Agenda
2. Approve December Meeting Minutes
3. Approve December Financial Reports and signatures on Sage General Ledgers 206/229.
4. Approve January Expenditures

**D. BOARDS AND COMMISSIONS –None**

**E. CHIEF'S REPORT**

**Chief's Report 01/12/22 see attached**

**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 (Chief Ehrlich)

## **G. STAFF REPORTS**

1. Staff cancelled ISU Atwood Agency Insurance policy, anticipating a refund from them approximately \$13,060.06. Just as a reminder the cost of our newly purchased policy through Pregill – VFIS - Volunteer Firemen’s Insurance Services, Inc., is \$14,005.00.
2. Cal Fire- OES checks received for Dixie Fire invoices total \$138,635.37 (\$66,059.22 & \$72,576.15). Still awaiting final invoice/check in amount of \$281,525.28 which will be a grand total of \$420,160.65.

## **H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding training of a second/backup secretarial position, not to exceed 20 hours.
2. Discussion and possible action regarding approval of edits to DOM Subsection 1.10.5 - District Secretary Job Description- edits include additional details of job duties and a new paragraph, page 3, titled “**Administrative Processing Stipend**” with the text as follows:

**Administrative Processing Stipend:** This stipend is additional pay, above regular-monthly salary, effective July 1<sup>st</sup> each year. The amount is to be calculated based on 20% of the total sum of Administrative Fees, as invoiced on all Out-of-District, Fire Reimbursements.

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

(Government Code Section 54957.7)

## **J. CLOSED SESSION:**

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

(Government Code Section 54957.1)

## **L. FUTURE AGENDA ITEMS**

## **M. ADJOURNMENT**