



## ZAYANTE FIRE PROTECTION DISTRICT

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# Board of Directors Minutes of the Regular Meeting November 21, 2024

### 1.0: CALL TO ORDER:

Chairperson Locatelli called the regular meeting of the Zayante Fire Protection Board of Directors to order at 7:03 PM.

**Directors present:** Fleming, Herceg, Locatelli, Schneider and Tarbet

**Staff present:** Chief Maxwell

**Absent:**

### 2.0: FLAG SALUTE:

### 3.0: ADDITIONS AND DELETIONS TO THE AGENDA:

Additions to the agenda may be added as a discussion item. The Board will not act on any added items at this meeting. The Board may elect to add the item to a future meeting for action

### 4.0: PUBLIC COMMENT: None

### 5.0: PUBLIC HEARING:

### 6.0: CORRESPONDANCE:

6.1: SLVHS JV requested the use of the station for an awards dinner for the Junior Varsity. December 15, 2024. Upon motion by Director Fleming and duly seconded by Director Tarbet this was approved by a unanimous vote. 5/0

### 7.0: CONSENT AGENDA:

7.1: Upon motion by Director Schneider and duly seconded by Director Herceg the consent agenda through October 31, 2024, was approved by a unanimous vote of 5/0.

7.2: Summary: ZFDP Revenue and Expense report though October 31, 2024.

7.3: Review of Payroll

### 8.0: REVIEW CLAIMS:

8.1: **Action Item:** Upon motion by Director Herceg and duly seconded by Director Fleming, Claims Disbursements for the month of October 1, 2024, through October 31, 2024, in the amount of \$14,469.29 were approved by a unanimous vote of 5/0.

## **9.0: Chiefs Report:**

### **9.1: Administration:**

- Chief Maxwell Attended County Chiefs Meeting. He also conducted 4 finance committee meetings. Conducted Pre-construction conference with Burton's Fire for Skid unit. Participated in Lomita and Lompico Rd North, Firewise neighborhood surveys and Knox Lock gate installation. Participated in the Sentinel endorsement interview, Community Firewise Forum, Vista Robles Dr, Lompico Women's Club, and an open house for Measure T.

- All claims, deposits, Journal entries processed in a timely manner.
- Processed continued parcel tax receipts.

### **9.2: Apparatus: All apparatus is in service.**

- All Apparatus is in service.
- WT2450 received annual preventive maintenance.
- E2446 received cab roof repaint and vinyl lettering.
- Conducted monthly siren test.

### **9.3: Training:**

- Monthly training dedicated to reviewing Vent, Enter and Search tactics, EMS training for EPI injections
- Completed 2 weekends and 3-night training sessions for New Hires to certify in CPR and as Emergency Medical Responders.

### **9.4: Prevention:**

- Conducted new development Pre-site inspection- Bell Rd.
- Assisted in Fire Prevention week at SLVE with participation 3 out of 4 days.
- Completed 2 hours chipping at LCC Pool

### **9.5: Stations and Grounds:**

- Station 1 Continued vegetation management as well on drainage ditch winter maintenance.

### **9.6: Incident Response Summary:**

- August total calls: 41
- EMS-11
- Structure Fire-0
- Motor Vehicle Accident-1
- Hazardous material-1
- Gas Investigation-0
- Wires Down-1
- Smoke investigation-1
- Fire Alarm-3
- Public Service-0
- Debris fire-0

### **AID REQUESTS:**

- Felton-(22) EMS-9, Smoke Check-0, MVA-2, Gas Investigation-1, Public Service-, Fire Alarm-1, Hazard condition-1, wires down-1, Unconfirmed Fire Response-4, Rescue-1, Smoke Check-3
- County Fire- Structure Fire-1
- Central Fire Wildland Fire-1

**9.7: Budget:**

- Tax Revenue to date: \$63,293.43 including strike team revenues
- Reg and extra help pay, OASDI-SS, UI, Workers Comp to date \$152,204 including 2023-2024 Strike Team Payout.
- Service and Supply to date: \$81,005.00

**10.0: UNFINISHED BUSINESS:**

**10.1:** Finance Subcommittee report Director Locatelli.

- Making a file on the Measure process for future reference.

**11.0: NEW BUSINESS:**

**11.1:** Upon motion from Director Tarbet and duly seconded by Director Herceg, Resolution 535-36-24, Accepting Unanticipated Revenue from the State of California – OES for services at the Lake Fire LPF-001542 in the amount of \$101,168.99 and appropriate as directed was approved by a unanimous vote 5/0

**11.2:** Action Item- Upon motion by Director Tarbet and duly seconded by Director Schneider, the Reciprocal Service Agreement Amended Fee structure was approved by a unanimous vote 5/0.

**12.0: CLOSED SESSION: N/A**

**13.0: RE-ADJOURN OPEN SESSION AND REPORTING OF ACTIONS: N/A**

**14.0: ITEMS FOR NEXT AGENDA:**

**15.0: ADJOURNMENT: 8:04**

**NEXT MEETINGS:**

December 19, 2024