



ZAYANTE FIRE PROTECTION DISTRICT

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Board of Directors **Minutes of the Regular Meeting** **January 15, 2026**

1.0: CALL TO ORDER:

Chairperson Fleming called the regular meeting of the Zayante Fire Protection Board of Directors to order at 7:00 PM.

Directors present: Clark, Crow, Fleming, Schneider

Staff present: Chief Maxwell

Absent: Locatelli

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. none

4.0: PUBLIC COMMENT:

- None

5.0: PUBLIC HEARING:

5.1: Jim Helmer discussed a Caltrans 25-year project plan. He is seeking support for the Valley roads particularly the Holiday slide on Highway 9. Upon consensus the board requested Chief Maxwell write a letter supporting this plan as well as asking for help for areas of Zayante Fire District.

6.0: CORRESPONDANCE:

6.1:

7.0: CONSENT AGENDA: Upon motion by Director Clark and duly seconded by Director Schneider the consent agenda was approved by a unanimous vote 4/0

7.1: Approval of December 18, 2025, regular meeting

7.4: Summary: ZFPD Revenue and Expense report through December 31, 2025.

7.5: Review and discussion of Payroll

8.0: REVIEW CLAIMS:

8.1: Action Item: Upon motion by Director Clark and duly seconded by Director Crow, Claims Disbursements 31, 2025, in the amount of \$176,191.43 was approved by a unanimous vote of 4/0.

8.2: Review: Account Receivable-deposits discussion

9.0: CHIEFS REPORT:

9.1: Administration:

- Chief Maxwell attended Fire Prevention Officers Meeting, Zayante Board Meeting, Auditor Controller Quarterly update, SCFAIG and EMSIA, County Chiefs and the annual MBARD backyard burn coordination meeting. Monitored the Board of Supervisors Meeting approving the Ring contract and District Fire Code adoption. Met with new CEO Nicole Coburn and DCEO Elissa Benson. Staff completed quarterly progress reports for OTS grant and SAFER grant programs. Conducted entry level Firefighter interviews.
- Initiated Measure T hiring program beginning January 3, 2026. Submitted USFS claim for non-payment of invoice for \$96,672.29 on the Gifford Incident. Claim verified and pending technical process issues.
- All claims, deposits, Journal entries processed in a timely manner.

9.2: Apparatus: All apparatus is in service.

- All Apparatus is in service. Engine 2466 is in for mounting of radios and emergency lights. E2447 sent to Hi-Tech for foam system repair on Jan 9, 2026.
- Conducted monthly siren test successfully

9.3: Training:

- Monthly training: Included EMS skills, PG&E electric and gas safety presentation, powered equipment and Hurst extrication equipment operations.

9.4: Prevention:

- Site inspection for a backyard burn permit waiver.
- Fire Code adopted by Board of Supervisors it was signed and has been submitted to the State agencies.

9.5: Stations and Grounds:

- Monitored properties for winter weather impacts.

9.6: Incident Response Summary:

- Total Calls 30
- EMS-9
- Structure Fire-4
- Motor Vehicle Accident-5
- Smoke check-3
- Public Service-1
- Wires-5
- Fire Alarm-2
- Rescue-1
- **AID REQUESTS:**
- Scotts Valley (1) Ben Lomond (1) and Central (2)

9.7: Budget: FY25-26

- Tax Revenue to date: \$507,912.94
- Reg and extra help pay, OASDI-SS, UI, Workers Comp to date \$203,493.35
- Service and supply to date: \$115,671.26

10.0: UNFINISHED BUSINESS:

- 10.1: Project Update: Outdoor Warning Sirens Pre-construction meeting and walk through on January 21, 2026.
- 10.2: Review Project Update: Santa Cruz Regional Interoperable Next Generation Radio System. Discussion on meeting that was held on January 15, 2026.
- 10.3: Ring informational Forum to provide Fire Directors background information scheduled January 22, 2026, at the Zayante Fire Station. SLV Fire District Council representatives and Central Fire District are attending. (Gov. Code 54952.2(c)(2). Discussion was held on what would be discussed and who would be attending.

11.0: NEW BUSINESS:

- 11.1: **Action Item:** Upon motion by Director Clark and duly seconded by Director Fleming Resolution 556-01-26 accepting unanticipated revenue from the Federal Emergency Management Agency for \$8,129.00 recruitment and retention under SAFER Grant EMW-2023-FF-01414 for protective clothing and pre-employment physicals and appropriate as detailed was approved by a unanimous vote 4/0
- 11.2: **Action Item:** Upon motion by Director Fleming and duly seconded by Director Clark, Resolution 554-18-25 (corrected) Previously approved on December 18, 2025 and replacing said action accepting unanticipated revenue from the State of California Office of Emergency Services for response to the TCU Lightening Complex: Incident CA-TCU-012078 in August 2025 for \$38,626 and appropriated as detailed was approved by a unanimous vote 4/0
- 11.3: **Action Item:** Resolution 555-19-25 (Corrected) previously approved on December 18, 2025, and replacing said action-accepting unanticipated revenue from the State of California Office of emergency Services for response to the Garnet Incident CA-SNF-001684 in August of 2025 for \$63,740.75 was approved by a unanimous vote 4/0

12.0: CLOSED SESSION:

13.0: RE-AJOURYN OPEN SESSION AND REPORTING OF ACTIONS:

14.0: ITEMS FOR NEXT AGENDA:

15.0: ADJOURNMENT: 8:24

NEXT MEETINGS:

February 19, 2026