



WILTON FIRE PROTECTION DISTRICT

9800 Dillard Road • Wilton, CA 95693

(916) 687-6920 • Fax (916) 687-8920

www.wilton-fire.org

MINUTES

Regular Meeting of the Board

Wednesday, June 17, 2015 at 7:00 p.m.

Wilton Fire Station 81

ATTENDANCE

Directors Present: Obe Brown, Tom Dark, Ron Fiorica, Joe Guardino, and Edgar Monroy
Staff Present: Fire Chief, Jeff Cookson and Clerk of the Board, Andrea Adams

A. CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. Director Fiorica called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance led by Mrs. Fran Soto

B. ANNOUNCEMENTS/PRESENTATIONS

1. WFPD Board Committee Updates – None

C. COMMUNICATIONS FROM THE PUBLIC

1. Mr. Eugene Rose provided the Board with a document and asked the Board to consider the Sandbag Retention/Distribution program as a future Agenda item prior to the commencement of the rainy season.

D. CONSENT CALENDAR

1. **M/S** Monroy/Brown To approve the consent calendar as written.
Approved 5/0

E. STAFF REPORTS

1. Chief Cookson updated the Board on the prior month's activities through the Chief's Report:
 - i. May 2015 reported 55 calls and May 2014 reported 45 calls;
 - ii. Significant Calls – There is nothing significant to report. We've had several small fires (roadside grass and illegal fireworks);
 - iii. Fire Prevention – There are two new projects from last month;
 - iv. Vehicle Maintenance – Dan repaired some of the engines. The biggest one was the BC Car – we had some problems with the gas tank;
 - v. Building Maintenance – There is nothing significant to report;
 - vi. Training included the Dillard School last night and Saturday. The demolition company has given us the green light to do holes in the roof, forcible entry, and possibly a fire in one of the buildings;
 - vii. General Information – I attended an Ops Meeting at Sac Metro and last month's training burn went well.



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F. NEW BUSINESS

1. CSDA 2015 Board Elections – Director Fiorica
Recommendation: To elect a representative to the CSDA Board of Directors for Seat A.
Discussion: Director Fiorica stated the mail ballot is due on August 7, 2015. He asked if the Directors would like to make a decision tonight or next month. The Directors agreed to make a decision at next month's meeting.

No Action Taken

2. CCSD Maintenance Agreement – Chief Cookson
Recommendation: To review the CCSD Maintenance Agreement
Discussion: Director Guardino recused himself since he is employed by CCSD. Chief Cookson stated all work has been ceased at the shop until the agreement is signed by our Board and theirs. Chief Dark stated there wasn't a prior agreement.

The rates increased \$3.00 per hour. However, the services should stay the same. In the document provided, Exhibit A and B are incomplete so CCSD will be providing the document in its entirety in the near future. Chief Cookson stated he will email the document once it's received to the Directors for review.

No Action Taken

3. Modification of Shift Firefighter Program – Chief Cookson
Recommendation: To modify the Shift Firefighter Program
Discussion: Chief Cookson stated staff is trying to increase the daytime help during the busy fire season at a minimal cost.

Director Monroy asked if there have been firefighter shortages. Chief Cookson responded if there's a big fire, we could use all hands on deck. A real shortage? Can you ever have enough firemen? The more the better. We have one 24/7 engine. The idea was to be able to split up the crew.

We don't know how many calls we're going to get. I based it on the average so we put \$5,000 in the budget.

Director Guardino stated the cost is reflected in the current Preliminary Budget.

Chief Cookson suggested making the modification a trial this summer.

Director Guardino stated he thinks it's a win – win situation. They should be guaranteed a minimum of \$15 if they show up. If it's going to exceed the amount then we can either discontinue it or add more to fund it.

Director Dark asked Chief Cookson for a description of a Senior Firefighter.

Chief Cookson stated a Senior Firefighter would be someone that has been here (there's no set time) maybe six months. Someone that knows the operation and we feel confident that we can send them with someone in a vehicle alone.



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Director Dark stated he's concerned with the Firefighters getting split up when they're very green. I think it's a bad situation.

Chief Cookson asked, so you would have an Apparatus Operator with a firefighter?

Director Dark stated there are a lot of very green people and their safety is a concern.

M/S Guardino/Monroy To approve the program with a guaranteed minimum of \$15 per shift and \$15 per call after the first call.

Approved 5/0

G. OLD BUSINESS

1. C.P.A. Position – Chief Cookson

Recommendation: To access the C.P.A. needs of the District

Discussion: Director Monroy stated he would like to continue to retain a C.P.A. and explore the possibility of implementing Quickbooks, and modify the C.P.A. contract. So, we can learn how to interface with the County. The next step is to modify the contract and see how that works out.

Director Dark stated I still feel we are better off with a third party and Quickbooks isn't going to do that for us. I think it's in the District's best interest to continue utilizing a C.P.A. and obviously the hours are going to be cut back. I don't think Quickbooks is a solution.

Director Guardino stated I'd like to keep the third party involved but figure out to what extent we need them.

Director Fiorica asked so the contract will be modified by the Directors?

Director Monroy responded yes.

No Action Taken

2. Preliminary Budget for 2015/2016 Fiscal Year – Chief Cookson

Recommendation: To review and approve the Preliminary Budget as written.

Discussion: Chief Cookson stated the 2015/2016 Budget is balanced with a few minor modifications as discussed.

Director Fiorica stated he feels the salary increases are premature at this point especially in light of the past year with restructuring the Shift Firefighter Program with some of them taking a decrease. I'd like to hold off on the salary increases for at least another year.

He further stated, I'm looking at the salary increases for three positions. The Deputy Chief, the Deputy Assistant Chief, and the Battalion Chief. We have increased from last year.

Director Monroy asked if this should be discussed in Closed Session.

Director Fiorica responded then it puts it out for another month and the Preliminary Budget needs to be approved.

Director Guardino stated he doesn't share those same concerns. The increase is minimal.



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M/S Guardino/ To accept the Fiscal Year 2015/2016 Preliminary Budget as written.
Approved 4/1 (Fiorica)

3. Station 81 Remodel – Chief Cookson

Recommendation: There is not a current recommendation at this time.

Discussion: Chief Cookson stated we met with the crews. We have some in-house sketches and we're going to meet with the County to see what's involved with the permits and engineering. I should have something for you at the next meeting.

No Action Taken

H. IDENTIFICATION OF ITEMS FOR FURTHER MEETINGS

1. None

I. ADJOURNMENT

Board adjourned at 7:37 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Andrea Adams".

Andrea Adams
Clerk of the Board

Approved:

A handwritten signature in black ink that reads "Ron Fiorica".

Ron Fiorica
Chairman