

DOBBINS/OREGON HOUSE FIRE PROTECTION DISTRICT

P. O. BOX 164, OREGON HOUSE, CA 95962

Minutes of Regular Meeting

Tuesday January 28, 2025

Call to Order

Chair Holman called the meeting to order at 6:26pm

Quorum

The Dobbins/Oregon House Fire Protection District Board of Directors met for their regular meeting on the date above with a quorum being present as follows: Charles Sharp, Chair Greg Holman, and Clerk Peter Pillsbury, also serving as Director, and Director Justin DeVorss.

Also present was Bookkeeper Lani Pessoa and Chief Mike Butler. There were ten members of the public present including two firefighters.

Public Participation

Dan Peterson had planned to attend but decided that he will not be working with us, at least for now.

Bradley Roman presented a letter (also emailed). Would like to discuss at next meeting.

Approval of Minutes

A motion was made by Director DeVorss and seconded by Director Pillsbury to approve the minutes for the December 10, 2024, regular meeting. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Holman (y)

There were (4) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed

Correspondence: *The Board may direct any item of informational correspondence to a committee head for appropriate action.*

- (1-2025) Yuba County Auditor-Controller – Measure K Sales Tax Tracking (email)
- (2-2025) Greg Stensler – Basic Wildland Fire Academy (email)
- (3-2025) Greg Stensler – Basic Wildland Fire Academy (attachment)
- (4-2025) Brad Roman – Statement
- (5-2025) California Dept of Justice – Elder Abuse Materials
- (6-2025) Ann Douglass – Newsletter email list addition request (email)
- (7-2025) Ima Hernandez Foundation – Donation
- (8-2025) Sutter Yuba Community Foundation – Grant Approved
- (9-2025) Yuba County Auditor-Controller – Distribution of Fire Mitigation Funds
- (10-2025) Yuba County Treasurer-Tax Collector – Notification of Tax Sale
- (11-2025) State Fire Marshal – GOVmotus webinar: AHJ Mandated Inspections, Notifications, and Reporting

Fire Chief Report

- A. Incident Report
 - Switching from ER to ESO (incident management software) so we have part of month from one and part from the other.
 - Each has different format.
- B. Pay Crew Fund completed

Finance Report

- A. Concerning the Financial Report for the month
 - Reviewed balance sheet and discussed alignment process and showing aligning old and new account numbers
 - General fund should be about 44k more

Bookkeeper Pessoa will set up a system to expedite warrant process

B. Budget Adjustments

none

C. Approve Warrant(s):

17110777 in the amount of \$734.39 to Firefighter Christmas

17110778 in the amount of \$713.64 to Succeed, Amazon, Quickbooks, Mirrors

17110779 in the amount of \$3,000.00 to Replenish Bank Account

17110780 in the amount of \$7,667.00 to EMT Refresher Course Multiple Instructors

17110781 in the amount of \$10,335.02 to All Purpose Door Simulator

17110782 in the amount of \$3,900.72 to Crew fund to reimburse for engine 6483 fuel, water leak, calibration, tires

A motion was made by Chair Holman and seconded by Director DeVorss to approve the Warrants as presented above. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Holman (y)

There were (4) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

Director Task Status Reports

Grants (*Sharp, Holman*)

Director Sharp Met with YWA, was told we get one grant request a year, usually Bill Shaw. If we provide matching, might be able to do more.

Information Technology (*Pillsbury*)

Still waiting for State to respond on DOHfire.ca.gov domain request.

Auxiliary Report: Report on current and ongoing information

Rissa introduces new secretary Glendal.

Dryer failed. Turned out to be simple electrical fix.

Spaghetti Feed March 1 at 6pm \$15 adults / \$8 children

- Exterminator status

Have hired one: Locked and Loaded. Local in OH. Traps set.

Found new rodent pests last week. Squirrel in generator?

- Update on sink hole

Spoke with Jon Messick. Understand that YWA will come out and fix it.

Old Business

A. Discussion on State of CA Environmental Standards for Fire Engines – What are our options/plans?

Reviewed CARB documents and established that this is resolved. At least for now.

B. Elect Vice Chair

A motion was made by Chair Holman and seconded by Director Pillsbury to nominate Director DeVorss as Vice Chair.

Their being no further nominations, Chair Holman called for a vote. The roll call vote was:

Director Sharp (y)

Director DeVorss (y)

Director Pillsbury (y)

Chair Holman (y)

There were (4) Yes, (0) Noes, (0) Abstain & (0) Absent. Motion passed.

- C. Workplace Violence: Discuss setting up required workshop and written policy. Option to approve.
Continue next meeting.
- D. Ethics/Harassment Training
Use Vector for training. Establish list and remind where needed.

New Business

- A. Assign Committee and Task Group Members
New assignments are as follows:

Committees

<u>Bylaws</u> Chair Holman Director Pillsbury	<u>Future Plans</u> Chair Holman Vice Chair DeVorss	<u>Budget</u> Vice Chair DeVorss Director Pillsbury
<u>Assessment Fees</u> Chair Holman	<u>SOPs</u> Director Pillsbury	<u>Bill Paying</u> Chair Holman Director Pillsbury

Director Tasks

<u>Grants</u> Chair Holman Director Sharp	<u>Grant Responsibility</u> Director Sharp	<u>Land Development</u> Chief Butler
<u>Audits</u> Chair Holman	<u>Suppression Fees</u> Chief Butler	<u>Measure K</u> Chair Holman Director Pillsbury
<u>Firesafe Council</u> Vice Chair DeVorss	<u>JPA</u> Chair Holman	

- B. Discuss Bylaw Revisions
Continue. Discuss in committee
- C. Discuss continuing CSDA Membership. Option to vote
Call and ask for better rate. Peter will follow up.
- D. Discuss developing a comprehensive plan for wildfire risks management for the Dobbins/Oregon House Fire Protection District
Dropped. Discussion established this is redundant and not consistent with District mission as stated in Bylaws.

Board & Staff Discussion, Questions, Comments

Chief Butler: First of two new fire trucks should be done in next 2 weeks. Read from From bylaws 1.2. Purpose. 4.4 Public communication, and 4.5 Mentions that one Director is not following the rules. Causing stress among members of the department and might be bad for community if left unchecked.

Director Sharp: Thanks Chief. Chair notes that things are contentious. Director Sharp talked about letter Chief Butler allegedly wrote regarding Richard Ranch project.

Appoint New Director

There is a vacant seat due to a resignation. There are (2) candidates who have filed letters of interest in serving as Director. These letters are included in the Board Packet. The Board of Directors will publicly interview each candidate, then the Board will discuss and select the new Director through a majority vote. The new Director will serve until the next general election in June 2026.

After speaking to both candidates, and board discussion, Chair Holman called for a vote. Clerk Pillsbury then established a verbal ballot wherein each Director in turn would be asked to state the name of their choice of candidate.

In favor of Candidate Young were:

Vice Chair DeVorss

Director Pillsbury

Chair Holman

In favor of Candidate Hill were:

Director Sharp

Bart Young was elected with a (3) to (1) vote.

Chair Holman noted it was a pleasure to hear from such qualified candidates and thanked both candidates for their interest in becoming a member of the board.

Adjournment

7:49

Respectfully Submitted by Peter Pillsbury, Clerk of the Board

Witnessed as Adopted:

Peter Pillsbury, Clerk of the Board