

COMMISSIONERS
Anita Tatum- Chairman
Neil Busch
Tim Hornbuckle
John Reyes
John Keeble



FIRE CHIEF
David Garrison

SECRETARY
Sherrill Jenkins

DUNNIGAN FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS
Regular Meeting Minutes
Fire Station Training Hall
August 8, 2024

6:30 P.M- Call to Order

Chairperson Anita Tatum called the meeting to order at 6:43 pm. Present were fellow Commissioners; Neil Busch, John Reyes. **Absent:** Tim Hornbuckle, and John Keeble

1. Pledge of Allegiance
2. Approval of the August 8th meeting agenda.

MO# 25-07: Approved the August 8th meeting agenda.

Motion: John Reyes **Second:** Neil Busch **Ayes:** Tatum, Busch, Reyes **Absent:** Hornbuckle, Keeble

3. Public Comments – No comments provided
4. Public Correspondence/ Discussion about correspondence received- None noted
5. Approval of the July 11th meeting minutes. Tabled until September meeting.
6. Approval of the bills submitted for payment.

MO# 25-08: Approved bills submitted for payment.

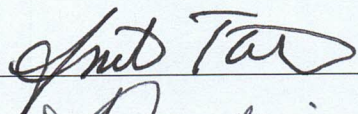
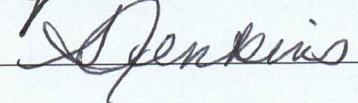
Motion: Neil Busch **Second:** John Reyes **Ayes:** Tatum, Busch, Reyes **Absent:** Hornbuckle, Keeble

7. Reports, Discussion and Action Items from the District Fire Chief
 - a. Chief's Report – See Attached
 - o Chief Garrison discussed the availability of the 2nd round of one-time funding from the Fire Sustainability Funds, because of the district completing the Prop 218 Special Benefit Assessment initiative last summer. He discussed the following items that will be included in the request, however, he added he will seek clarification from the County on how the items could be changed, or switched out, if other funding comes through, or if our needs change.

Dunnigan Fire 2024/2025 One Time Funding	
Description:	Cost:
Radio Upgrade (7 mobile units)	18,500
AED Upgrade (4 units)	2,880
Suction Unit Upgrade (4 units)	2,670
400' - 1 3/4" Double Jacket Hose	1,250
800' - 1 1/2" Single Jacket Hose	1,560
400' - 3" Double Jacket Hose	2,520
Storage Container	5,000
PPE (Turnouts)	46,766
Payroll	120,000
Total Request	201,146

- b. Update on CFD- Nothing new to report.
- 8. Action Items and Reports from Board of Commissioners
 - a. Budget Status update and any concerns- No discussion as the FYE 23-24 had not been closed by the County, and the budget status had not been produced for the new fiscal year.
- 9. MOTION TO ADJOURN - The next regular meeting will be held on September 12th at the Fire Station Training Hall.

MO# 25-09: Adjourned the August 8th Meeting at 7:57.
Motion: Neil Busch **Second:** John Reyes **Ayes:** Tatum, Busch, Reyes **Absent:** Hornbuckle, Keeble

Anita Tatum, Chairperson: 
 Sherrill Jenkins, Secretary: 

ATTACHMENT

**Dunnigan Fire Department Commission Meeting Chiefs Report
 8/8/24**

- Call volume has slowed down from the previous month's increase.
- Found that we are applicable for another \$201K from Yolo County. I've created a spreadsheet to show proposed distribution of funds.
- Grant for \$10K received from California Firefighters Foundation. This grant was written to upgrade handheld radios to industry standard.

Dunnigan Fire August 8th Meeting Minuts (cont.)

- Battalion Chief David Carveo presentation:
 - Training
 - Grant applications
 - Commercial Inspections
- Attempting to set up meeting with County personnel concerning Mel Smith Project at County Rd. 8
- Command vehicle upgrade – Current vehicle lacks 4-wheel drive and has resulted in having to turn down tasks on large incidents. Used command vehicles available from \$15K and up. Funds were moved into the budget from the impact fee budget for this purchase but would like commission approval to move forward.
- Position changes:
 - Assistant Chief Eckels has accepted a full-time position with Stockton Fire and we decided it would be best to vacate his position as he needs to put his focus to his career for now. He will remain on the roster as an Engineer.
 - Eric Sagara has accepted the assistant chief position to replace B. Eckels
 - Dominic Norman has promoted to captain to replace the position formerly held by Sagara.
 - Angelo Bruschera has accepted a LT. position.
- Currently accepting applications for shift officer which will be a LT position. Interviews have been taking place, but no acceptable candidates have been found yet.
 - This interview process has been adjusted to include a second interview that will consist of neighboring chiefs that will need to work with our crews. I feel this will help avoid the possibility of poor personal relationships with our shift officers that need to interact with neighboring agencies in the absence of Assistant Chief Sagara or myself.
- Currently we are losing many reserves to academies but we are accepting applications and currently have at least 3 candidates waiting for the interview process. This level interview process is a single interview with 1 chief officer and at least 1 additional lower-level officer.
 - We've branched out our job advertisement process to include multiple internet locations as well as personal outreach and presentation to schools. School presentations will start after school is back in session, I have selected a senior reserve to conduct the presentations and one of our officers will accompany him if available.