

**COMMISSIONER'S MEETING  
ESPARTO FIRE PROTECTION DISTRICT  
16960 YOLO AVE  
ESPARTO, CA 95627**

**December 11, 2023  
SPECIAL MEETING MINUTES**

**1. Call to Order**

The meeting was called to order at 6:00 p.m. by Chair Rudy Lucero.

**2. Roll Call**

Members present: Rudy Lucero, Mitch Roath, Barry Burns and John Hulsman

Absent: Dave Schwenger

Others present: Chief Curtis Lawrence and Monica Burns, Secretary to the Board

**3. Approval of Agenda**

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the agenda.

Ayes: 4 Noes: 0 Absent: 1

**4. Public Comment**

None

**5. Approve Minutes of:**

A. November 9, 2023 Meeting

B. November 20, 2023 Special Meeting

A motion was made by Commissioner Hulsman and seconded by Commissioner Roath to approve the minutes of the November 9, 2023 Meeting and the November 20, 2023 Special Meeting.

Ayes: 4 Noes: 0 Absent: 1

**6. Review and Approve Payment of:**

A. November 15, 2023 Claim

B. November 30, 2023 Claim

C. December 11, 2023 Claims

A motion was made by Commissioner Burns and seconded by Commissioner Hulsman to approve the November 15, 2023 Claim, the November 30, 2023 Claim and the December 11, 2023 Claims.

Ayes: 4 Noes: 0 Absent: 1

**7. Review Financial Report**

The Financial Report was reviewed by the Board.

**8. Review and Approve Resolution #23-008, Resolution Authorizing an Amendment to the Contract with CalPERS**

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve Resolution #23-008, Resolution Authorizing an Amendment to the Contract with CalPERS.

Ayes: 4 Noes: 0 Absent: 1

**9. Review and Approve EFPD Salary Schedule Effective 12/31/2023**

A motion was made by Commissioner Roath and seconded by Commissioner Burns to approve the EFPD Salary Schedule effective 12/31/2023.

Ayes: 4 Noes: 0 Absent: 1

**10. Authorize Fire Chief to Hire Up to Two Temporary Firefighters for a Term Not to Exceed Six Months**

A motion was made by Commissioner Roath and seconded by Commissioner Burns to authorize the Fire Chief to hire up to two temporary firefighters for a term not to exceed six months.

Ayes: 4 Noes: 0 Absent: 1

**11. Approve Cancellation of December 14, 2023 Regular Meeting**

A motion was made by Commissioner Roath and seconded by Commissioner Hulsman to cancel the December 14, 2023 regular meeting.

Ayes: 4 Noes: 0 Absent: 1

**12. Fire District's Sustainability Ad Hoc Committee**

A. Updates

Chief Lawrence had no update.

**13. Yolo County Fire Safe Council**

A. Updates

Commissioner Burns reported on the possibility of receiving a grant for Knox Boxes and locks for rural gates within the District. He is helping Chief Lawrence by surveying and recording gates within the District.

B. Yolo Prescribed Burn Association

Chief Lawrence had no update.

**14. Staff Reports**

A. Office

Chief Lawrence reported that:

- a. The request for the 2023-24 Fire District Sustainability Funding for \$205,006 was submitted to Yolo County. The request will be placed on the Yolo County Board of Supervisor's January 2024 meeting agenda for approval.
- b. He will bring a 2023-24 Budget Revision to the Board once 2023-24 Fire District Sustainability Funding has been approved.
- c. Purchases have been made for the CalFire Grant and he will be submitting the reimbursement request.
- d. The final reimbursement request for \$20,012.46 will be submitted to Yolo County for the Yolo County PO4584 One-Time Grant.
- e. He has determined that the District is not participating in the California State Disability Insurance Program (SDI). He will be researching options for offering short-term disability benefits to employees. This type of coverage, whether with the State or a private insurer, would be an employee-paid benefit.

B. Building & Maintenance Report

Chief Lawrence reported that:

- a. The drainage and lawn projects have been started and are being worked on.
- b. The volunteers will be replacing the kitchen and bathroom floors in the Scout Cabin.
- c. Hose testing was completed.

C. Chief's Report

Chief Lawrence reported:

- a. He has received a few applications for the vacant firefighter position.
- b. He spoke with Capay Valley Fire Protection District's Chief Capitanio and the shared position will be suspended for the month of December 2023.

- c. Reminded the Board that the Volunteer Appreciation Dinner is scheduled for Saturday, December 16, 2023.
- d. PPE jackets were ordered for all staff and will be handed out at the Volunteer Appreciation Dinner.
- e. He is focusing efforts on retaining the District's volunteer firefighters and offered free enrollment in California State Firefighters' Association (CSFA) for those who wished to join. CSFA offers several benefits and training opportunities for its members. Paid firefighters must pay \$85.00 per year to be members which the District paid for.
- f. Showed the Board the new patch that has been created.

**15. Adjournment**

A motion was made by Commissioner Burns and seconded by Commissioner Roath to adjourn the meeting at 6:43 p.m.

Ayes: 4 Noes: 0 Absent: 1

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Rudy Lucero, Chair

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Monica Burns, Secretary to the Board