



REDWOOD VALLEY-CALPELLA FIRE DISTRICT

Delbert Phelps Fire House
8481 East Road
Redwood Valley CA 95470
Phone: 707-485-8121

www.redwoodvalleycalpellafire.org

BOARD OF DIRECTORS

Joe Cooper

Stephanie Dunken

Ryan Mayfield

Russel Odell

James Tuso

REGULAR MEETING AGENDA

Thursday, April 9, 2026 at 6:00PM

Any person who requires a disability related modification or accommodation in order to participate in a public meeting should make such a request to Jessica Keizer, Board Clerk, for immediate consideration.

1. Opening Business

1.1 Call to Order

1.2 Pledge of Allegiance

1.3 Roll Call

2. Public Comment (GC §54954.3)

This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. Any matter that requires Board action will be referred to staff for a report and action at a subsequent Board meeting.

3. Agenda Amendments (GC §54954.2) – Discussion/Action

4. Consent Calendar

(Consent calendar items will be enacted upon by one motion. There will be no separate discussion on items unless a Board Member, Staff, or member of the public requests removal of the item for separate action.)

4.1 Minutes: Approve Regular Board Meeting Minutes of March 12, 2026

4.2 Minutes: Approve Special Board Meeting Minutes of March 16, 2026

4.3 Payroll: Approve Payroll 26, 4, and 5 in the amount of: \$ 97,455.79

4.4 Expenditures: Approve Expenditures for March in the Amount of:

General Fund with CalCard Details: \$ 50,063.36

5. **Discussion Items –**
 - 5.1 Fleet Update- Engine 6283
6. **Action Items – Discussion/Action**
 - 6.1 Approve Date Adjustment on Resolutions 2026-01 and 2026-02 - Discussion/Action
 - 6.2 Review and Approve Updated Volunteer Policy- Discussion/Action
 - 6.3 Review and Approve Mid-Year Budget Adjustments Discussion/Action
7. **Board of Directors and Administrative Reports – Information/Discussion**

(No action will be taken on any questions raised by the Board at this time.)

 - 7.1 Board of Directors Report
Human Resources Committee (Ad Hoc – Dunken and Odell)
 - 7.2 Board of Directors Report
Mid Year Budget Committee (Dunken and Odell)
 - 7.2 Fire Chief Report
 - 7.3 Volunteers Reports (Fire Marshal, Training Officer and Safety Officer)
 - 7.4 Volunteer Association Report
8. **Correspondence – Information**
9. **Request for Future Agenda Items**
10. **Closed Session: Government Code §54957**
 - 10.1 Interim Fire Chief Performance Review: Government Code §54957
11. **Open Session**
 - 11.1 Report on Closed Session: Government Code §54957.1
12. **Adjournment**

Next Regularly Scheduled Board Meeting
Thursday, May 14, 2026 at 6 p.m.



**REDWOOD VALLEY-CALPELLA FIRE DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
MINUTES
March 12, 2026**

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1. Opening Business

1.1 Call to Order

The meeting was called to order by Chair Dunken at 6:00PM.

1.2 Pledge of Allegiance and Moment of Silence.

1.3 Roll Call

X Director Cooper X Chair Dunken X Director Mayfield* X Director Odell X Director Tuso

Staff present: Captain Robinson, Jessica Keizer.

*Director Mayfield arrived at 6:10PM

2. Public Comment (GC §54954.3)

Audience member Gizmo Henderson stated he was saddened by the departure of former Fire Chief Creel but glad we are pulling together. He expressed pride in RVCFD and feels it is the best firehouse around and stated he is proud of RVCFD and all of their work and commitment to the community. Public comment was closed at 6:05PM.

3. Agenda Amendments (GC §54954.2)

None

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of February 12, 2026

4.2 Minutes: Approve Special Board Meeting Minutes of February 19, 2026

4.3 Minutes: Approve Special Board Meeting Minutes of January 22, 2026

4.4 Payroll: Approve Payroll 26, 3 and 4 in the amount of: \$38,929.47

4.5 Expenditures: Approve Expenditures for February in the Amount of:

General Fund: \$22,720.85



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Director Tusso made a motion, seconded by Director Odell, to approve the consent calendar.

Ayes: Cooper, Odell, Tusso, Dunken

Noes:

Absent: Mayfield

Abstain:

Motion passes

5. Discussion Items –

5.1 VFC CAL FIRE Grant Update

We have received the radios and we are still waiting on the pagers as they were on backorder. We are preparing to submit the paperwork for reimbursement.

6. Action Items – Discussion/Action

6.1 Approve Resolution Amending the Signature List for Authorizing the Disbursement of Funds from the Savings Bank of Mendocino County- Discussion/Action

Resolution 2026-01 was reviewed, giving authorization to amend the signature list for Savings Bank of Mendocino County.

Director Cooper made a motion, seconded by Director Odell, to approve resolution 2026-01.

Ayes: Cooper, Odell, Tusso, Dunken

Noes:

Absent: Mayfield

Abstain:

Motion passes

6.2 Approve Resolution Amending the Signature List for Authorizing the Disbursement of Claims by the County of Mendocino - Discussion/Action

Resolution 2026-02 was reviewed, giving authorization to amend the signature list for the disbursement of claims by the County of Mendocino.

Director Cooper made a motion, seconded by Director Tusso, to approve resolution 2026-02.

Ayes: Cooper, Odell, Tusso, Dunken

Noes:

Absent: Mayfield

Abstain:

Motion passes



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6.3 Review and Approve the County of Mendocino Fire Agency Funding Agreement (EO-26-108) for the Allocation of Measure P, Measure D and Proposition 172 Revenues for Quarter 1 of Fiscal Year 2025-2026 Totaling \$ 100,863.04 -Discussion/Action

Measure P =	\$ 77,351.69
Measure D (TOT) =	\$ 13,905.75
Proposition 172 =	\$ 9,605.60

County of Mendocino Fire Agency Funding Agreement (EO-26-108) for the Allocation of Measure P, Measure D and Proposition 172 Revenues for Quarter 1 of Fiscal Year 2025-2026 Totaling \$100,863.04 was reviewed by the Board.

Director Odell made a motion, seconded by Director Cooper, to approve funding contract EO 26-108 with the County of Mendocino .

Ayes: Cooper, Odell, Tusso, Dunken

Noes:

Absent: Mayfield

Abstain:

Motion passes

***Director Mayfield arrived at 6:10 PM.**

6.4 Declaration of Surplus Property and Authorization for Donation Pursuant to OPM 3.20.3.3- Surplus of 1200ft of Storz 4” LDH Hose-Discussion/Action

Staff presented the findings that they have identified 1200ft of 4” LDH hose with Storz fittings that are no longer needed due to the District’s transition to threaded hose connections. As a result, this hose is obsolete and incompatible with current apparatus and hose configurations.

Pursuant to OPM 3.20.2, the items listed, (1) 1200’ of 4” LDH) have been reviewed and determined to be surplus to operational needs. If approved, the property will be donated to Mendocino Community College for use in their fire science program.

Director Mayfield made a motion, seconded by Director Cooper, to approve the recommended action which was to approve the list of items (1200ft 4” LDH Hose Storz) declared as surplus property pursuant to OPM 3.20.2, and authorize staff to dispose of the property through donation to the Mendocino Community College for use in their fire science program in compliance with OPM 3.20.3.3.



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Ayes: Cooper, Mayfield , Odell, Tusso, Dunken

Noes:

Absent:

Abstain:

Motion passes

6.5 Declaration of Surplus Property and Authorization for Public Auction Sale Pursuant to OPM 3.2.2 and OPM 3.20.3.1-Storz Fittings

Staff presented the findings that they have identified various Storz fittings that are no longer needed due to the District's transition to threaded hose connections. As a result, these fittings are obsolete and incompatible with current apparatus and hose configurations.

Pursuant to OPM 3.20.2, the items listed in Attachment 1 have been reviewed and determined to be surplus to operational needs. If approved, the property will be sold at public auction in compliance with OPM 3.20.3.1 to ensure transparency and obtain fair market value.

Director Mayfield made a motion, seconded by Director Odell, to approve the recommended action which was to approve the list of items identified in Attachment 1, declare the Storz fittings as surplus property pursuant to OPM 3.20.2, and authorize staff to dispose of the property through public auction in compliance with OPM 3.20.3.1.

Ayes: Cooper, Mayfield , Odell, Tusso, Dunken

Noes:

Absent:

Abstain:

Motion passes

6.6 Request for Consideration of and Approval to Purchase Rescue Equipment Using Remaining Funds Not to Exceed \$30,253.09 on Contract EO-26-86

The staff presented the following to the Board:

At the September 11, 2025, board meeting, the board approved the purchase of an F-550 light rescue from FAS totaling \$329,746.91. At the November 13, 2025, Board meeting, the Board approved Grant Contract EO-26-89 with Mendocino County, funded through the 2017 PG&E settlement, in the amount of \$360,000. The total cost of the Light Rescue vehicle is \$329,746.91, leaving a remaining balance not to exceed \$30,253.09. Attachment 1 in the packet identifies approximately \$29,700 worth of rescue equipment proposed for purchase using the remaining grant funds. The item descriptions and cost estimates provided in Attachment 1 are approximate figures and are provided for planning and budgeting purposes only. Final



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pricing may vary based on vendor quotes, availability, and procurement timing. The proposed equipment is necessary to properly outfit the Light Rescue vehicle and ensure it is fully operational and capable of meeting service demands. Purchasing this equipment will maximize the use of available grant funding and enhance the District's emergency response capabilities. If approved, all District purchasing requirements and procurement policies will be followed prior to acquisition. Any funds not utilized from the remaining balance will remain available and may be reallocated toward future grant opportunities or funding agreements with the County.

Director Cooper made a motion, seconded by Director Mayfield, to approve the recommended action that stated: Approve the purchase of rescue equipment, including but not limited to the equipment identified in Attachment 1, using the remaining funds from Grant Contract EO-26-86, in an amount not to exceed \$30,253.09, and authorize staff to proceed with procurement in accordance with all District purchasing requirements and policies. Any funds not expended shall remain available for reallocation toward future grant opportunities or funding agreements with the County.

Ayes: Cooper, Mayfield, Odell, Tusso, Dunken

Noes:

Absent:

Abstain:

Motion passes

7. Board of Directors and Administrative Reports – Information/Discussion
(No action will be taken on any questions raised by the Board at this time.)

7.1 Board of Directors Report
Human Resources Committee (Ad Hoc - Dunken and Odell)

Currently working on several matters and there will be more information to come.

7.2 Board of Directors Report
Mid Year Budget Committee (Ad Hoc - Dunken and Odell)

Nothing to report at this time. The meeting date is yet to be determined.

7.3 Fire Chief Report -

The Fire Chief's report was given by Fire Marshal Keizer, he highlighted:
February calls: Total incidents 40

Medical 25 (62.5%) Hazardous situation 2 (5%) Fire 4 (10%)

Non-emergency 7 (17.5%) Public service 1 (2.5%) Rescue 1 (2.5%)

He commend the crews for the excellent work they continue to do on emergency responses.



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The professionalism and dedication shown on calls continue to reflect positively on the district. The current Average VPC (Volunteers Per Call) is 4.3, which is a great response level for our district.

Reporting that we have worked to reduce costs where possible, including:

- Returning several nonessential clothing items
- Canceling hotel and conference reservations that were not necessary.

Thank you to Kerry and Tony for representing the department and reading Dr. Seuss at the elementary school. Community outreach like this strengthens our relationship with the community we serve.

- Staff is currently working on a proposal for an awards dinner.
- Tim Corpuz has agreed to spearhead obtaining cost estimates and planning information.
- We will have two new firefighters to badge at the next board meeting.
- The Duty Officer (DO) position has been posted and currently has two applicants.
- Staff would like to post the Fire Chief position as soon as possible and cast a wide net to ensure we attract strong candidates.

Upcoming training includes:

- Live burn at Reeves Canyon at the end of the month
- MOAD training
- Palmer's Doll House fire behavior training

We are wrapping up structure fire training and will soon transition into Wildland training. As we transition into wildland training, we will likely need to order dual-compliant pants for new volunteers, as the yellow Nomex pants are no longer supported.

Ongoing projects include:

- Sale of surplus equipment
- Listing of Engine 6283
- Progress on the new Light Rescue



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-Work on the Water Tender (Doors)

7.4 Volunteers Reports (Fire Marshal, Training Officer and Safety Officer)

Fire Marshal- Fire Marshal Keizer updated the Board on current permits and projects underway in our District.

Training Officer- We have been doing many exciting trainings leading up to our live training burn set to take place later in the month in Reeves Canyon.

Safety Officer- Captain Corpuz reported that he and Captain Robinson are working on a system to inventory and track our PPE. They have been implementing some of the things they learned at their training to better the safety of our staff and volunteers. Currently they are identifying PPE that needs to be purchased for new Volunteers,

7.5 Volunteer Association Report-

The Volunteer Association highlighted the upcoming events- Annual BBQ July 18th, the Corned Beef and Cabbage Dinner is coming up on the 18th.

8. Correspondence – Information

None

9. Request for Future Agenda Items

None

10. Closed Session: Government Code §54957 6:34 PM

Closed session was entered into at 6:34 PM

10.1 Fire Chief: Government Code §54957. (b)(1)

11 Open Session reconvened at 6:57 PM

11.1 Report on Closed Session: Government Code §54957.1

While the agreement with Creel has been signed there is an amendment to be issued to correct the signature date. Everything will be finalized once that has been signed.

12. Adjournment at 6:59 PM

There being no further business to come before the Board the meeting was adjourned at 6:59 PM.

The next Regular Board Meeting will be March 12, 2026 at 6:00 PM

Stephanie Dunken, Chair

Jessica Keizer, Clerk



**REDWOOD VALLEY-CALPELLA FIRE DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
MINUTES
March 16, 2026**

Item: 4.2

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1. Opening Business

1.1 Call to Order

The meeting was called to order by Chair Dunken at 5:59 PM.

1.2 Roll Call

X Director Cooper X Chair Dunken X Director Mayfield X Director Odell X Director Tuso

Staff present: Jessica Keizer

There was a request to add to the agenda an item 3.2 Approval of Press Release..

Director Tuso made a motion, seconded by Director Mayfield, to approve the addition of Item 3.2 Approval of Press Release to the agenda.

Ayes: Cooper, Mayfield, Odell, Tuso, Dunken

Noes:

Absent:

Abstain:

Motion passes

2. Public Comment (GC §54954.3)

None

3. Action Items- Discussion/Action

3.1 Appointment of Interim Fire Chief

Following discussion, it was recognized that Acting Fire Chief, Justin Ebert's title would be appointed as Interim Fire Chief.

Director Tuso made a motion, seconded by Director Cooper, to appoint Acting Fire Chief Ebert as Interim Fire Chief.

Ayes: Cooper, Mayfield, Odell, Tuso, Dunken

Noes:

Absent:

Abstain:

Motion passes



**REDWOOD VALLEY-CALPELLA FIRE DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
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3.2. Approval of Press Release

A press release was presented to the Board by Chair Dunken announcing the appointment of Interim Fire Chief Ebert.

Director Odell made a motion, seconded by Director Mayfield , to approve the press release.

Ayes: Cooper, Mayfield, Odell, Tusso, Dunken

Noes:

Absent:

Abstain:

Motion passes

4. Special Order of the Day

4.1 Promotion and Badge Pinning Ceremony

The Board recognized the formal badge pinning of Justin Ebert as Interim Fire Chief and expressed their appreciation for his dedication and service.

The Board also recognized the promotion and badge pinning of Matt Keizer to Battalion Chief by Interim Fire Chief Ebert and expressed appreciation for his dedication and service.

5. Adjournment at 6:09 PM

There being no further business to come before the Board the meeting was adjourned at 6:09 PM.

The next Regular Board Meeting will be April 9, 2026 at 6:00PM

Stephanie Dunken, Chair

Jessica Keizer, Clerk

Redwood Valley Calpella Fire District

Payroll details report

From Mar 01, 2026 to Mar 31, 2026 for all employees from all locations

Pay date	Name	Hours	Gross pay	Other pay	Employee taxes & deductions	Net pay	Employer taxes & contributions	Total payroll cost
Total		Gross 871.37h	\$89,473.84		Employee taxes - \$40,773.02	\$46,777.63	Total \$7,981.95	\$97,455.79
		Regular Pay 522.5h	\$12,634.20		Federal Income Tax -\$24,058.52		Employer taxes \$7,059.56	
		FLSA OT 59h	\$710.49		Social Security -\$5,547.37		Social Security Employer \$5,547.37	
		Sick Pay 8h	\$226.64		Medicare -\$1,297.37		Medicare Employer \$1,297.37	
		Paid time off	\$0.00		CA Income Tax -\$8,706.59		CA ETT \$3.91	
		Vacation Pay 55.37h	\$2,935.83		CA State Disability Ins -\$1,163.17		CA SUI Employer \$210.91	
		Holiday Pay	\$0.00		Aftertax deductions - \$426.01		Contributions \$922.39	
		Salary 50h	\$2,651.11		Blue Shield PPO Silver Post-tax -\$426.01		CalPERS 457 Retirement \$922.39	
		Safety Officer Stipend	\$250.00					
		Training Officer Stipend	\$500.00					
		Expense Reimbursement	\$0.00					
		Reimbursement	\$0.00					
		QRDO Stipend	\$600.00					
		Fire Marshal Stipend	\$500.00					
		1012 Seasonal FF (FAE) 24h	\$582.00					
		1013 Extra Hours 152.5h	\$3,550.07					
		Severance Pay	\$64,333.50					
		Pretax deductions - \$1,497.18						
		CalPERS 457 Retirement	-\$1,497.18					
		Adjusted gross \$87,976.66						

Monthly Disbursements

Redwood Valley Calpella Fire District

March 2026

DATE	NUM	VENDOR	AMOUNT
001002 Savings Bank - Checking			
03/02/2026	3821	FleetPride	-99.99
03/02/2026	3822	George Petersen Insurance Agency	-6,173.00
03/02/2026	3823	John Chan Plumbing, Inc.	-530.97
03/02/2026	3824	Nick Barbieri Trucking	-1,337.90
03/02/2026	3825	PG&E	-1,976.15
03/02/2026	3826	Print Your Mitts	-120.00
03/02/2026	3827	Ricoh USA, Inc.	-1,057.95
03/02/2026	3828	S&L Controller Services	-1,670.70
03/02/2026	3829	Special District Risk Management Authority	-5,560.00
03/02/2026	3830	State of California Department of Justice	-196.00
03/02/2026	3831	Wolfe Communications	-9,180.00
03/07/2026	3835	AT&T	-133.31
03/07/2026	3836	Print Your Mitts	-60.00
03/07/2026	3837	Western Fire Supply	-575.11
03/12/2026	3840	Bauer Compressors Inc.	-1,747.62
03/12/2026	3841	Big Earl's BBQ and Catering	-250.00
03/12/2026	3842	Liebert Cassidy Whitmore	-5,503.00
03/12/2026	3843	State of California Department of Justice	-49.00
03/25/2026	3845	City of Ukiah	-133.39
03/25/2026	3846	Curtis Tools	-3,314.20
03/25/2026	3847	Liebert Cassidy Whitmore	-8,283.00
03/25/2026	3848	PG&E	-2,112.07
Total for 001002 Savings Bank - Checking			-\$50,063.36
TOTAL			-\$50,063.36



Redwood Valley Calpella Fire District

Budget vs. Actuals: FYE 2026 - FY26 P&L

July 2025 - June 2026

	ACTUAL	BUDGET	TOTAL		% OF BUDGET	% REMAINING
			OVER BUDGET	REMAINING		
Income						
821110 Current Secured Taxes	190,063.56	335,000.00	-144,936.44	144,936.44	56.74 %	43.26 %
821120 Current Unsecured Taxes	7,632.31	10,000.00	-2,367.69	2,367.69	76.32 %	23.68 %
821130 Supplemental Roll Taxes	2,118.66	2,000.00	118.66	-118.66	105.93 %	-5.93 %
821220 Property Tax Prior Unsecured	233.89		233.89	-233.89		
821300 Special Tax (Fire Assessments)	146,756.50	269,000.00	-122,243.50	122,243.50	54.56 %	45.44 %
821500 Sales & Use Tax	71,454.64	280,000.00	-208,545.36	208,545.36	25.52 %	74.48 %
821510 Prop 172 - Sales Tax - Public Safety	6,375.63	22,000.00	-15,624.37	15,624.37	28.98 %	71.02 %
821600 Timber Yield Tax	8.94		8.94	-8.94		
822612 Burn Permits	900.00		900.00	-900.00		
825481 Homeowners Exemption		1,750.00	-1,750.00	1,750.00		100.00 %
825490 State Other	142,114.82	166,000.00	-23,885.18	23,885.18	85.61 %	14.39 %
825670 Federal Other		25,000.00	-25,000.00	25,000.00		100.00 %
826175 Plans & Inspections	7,011.50	10,000.00	-2,988.50	2,988.50	70.12 %	29.89 %
826199 Emergency Response	5,372.25	2,750.00	2,622.25	-2,622.25	195.35 %	-95.35 %
826390 Other Charges		500.00	-500.00	500.00		100.00 %
827700 Other	30,354.73	22,000.00	8,354.73	-8,354.73	137.98 %	-37.98 %
827707 Donations	3,794.04	8,500.00	-4,705.96	4,705.96	44.64 %	55.36 %
827800 Other - Services Provided	54,696.25	72,500.00	-17,803.75	17,803.75	75.44 %	24.56 %
827900 Grant Revenue	1,648.44	13,550.00	-11,901.56	11,901.56	12.17 %	87.83 %
Total Income	\$670,536.16	\$1,240,550.00	\$ -570,013.84	\$570,013.84	54.05 %	45.95 %
GROSS PROFIT	\$670,536.16	\$1,240,550.00	\$ -570,013.84	\$570,013.84	54.05 %	45.95 %
Expenses						
861000 Payroll Expenses						
861011 Salaries	238,710.67	389,500.00	-150,789.33	150,789.33	61.29 %	38.71 %
861012 Salaries - Extra Help	69,828.99	110,000.00	-40,171.01	40,171.01	63.48 %	36.52 %
861013 Overtime	56,827.45	46,000.00	10,827.45	-10,827.45	123.54 %	-23.54 %
861014 Misc. Salaries - Strike Team	37,649.00	87,650.00	-50,001.00	50,001.00	42.95 %	57.05 %
861021 Contribution Employee Investment	8,947.19	17,000.00	-8,052.81	8,052.81	52.63 %	47.37 %
861022 Payroll Taxes - SS, Medicare and SUI	41,396.71	54,150.00	-12,753.29	12,753.29	76.45 %	23.55 %
861030 Employee Insurance	39,081.01	57,200.00	-18,118.99	18,118.99	68.32 %	31.68 %
861035 Worker's Comp	37,209.13	40,000.00	-2,790.87	2,790.87	93.02 %	6.98 %
Wages						
Paid time off	1,590.66		1,590.66	-1,590.66		
Severance Pay	64,333.50		64,333.50	-64,333.50		
Total Wages	65,924.16		65,924.16	-65,924.16		
Wages (deleted)	0.00		0.00	0.00		
Total 861000 Payroll Expenses	595,574.31	801,500.00	-205,925.69	205,925.69	74.31 %	25.69 %



Redwood Valley Calpella Fire District

Budget vs. Actuals: FYE 2026 - FY26 P&L

July 2025 - June 2026

	ACTUAL	BUDGET	TOTAL		% OF BUDGET	% REMAINING
			OVER BUDGET	REMAINING		
862050 Clothing & PPE	9,938.74	25,000.00	-15,061.26	15,061.26	39.75 %	60.25 %
862060 Communications	2,700.01	5,000.00	-2,299.99	2,299.99	54.00 %	46.00 %
862080 Emergency Meals and Hydration Supplies	786.22	3,000.00	-2,213.78	2,213.78	26.21 %	73.79 %
862090 Station Supplies	3,899.81	5,500.00	-1,600.19	1,600.19	70.91 %	29.09 %
862101 Insurance - General/Liability/Auto	19,220.00	30,000.00	-10,780.00	10,780.00	64.07 %	35.93 %
862120 Apparatus and Equipment Maintenance	12,245.52	35,000.00	-22,754.48	22,754.48	34.99 %	65.01 %
862130 Structures and Grounds Maintenance	7,385.72	10,000.00	-2,614.28	2,614.28	73.86 %	26.14 %
862140 Medical Supplies	2,774.85	4,200.00	-1,425.15	1,425.15	66.07 %	33.93 %
862150 Memberships	4,335.00	4,500.00	-165.00	165.00	96.33 %	3.67 %
862170 Office Expense	7,462.08	11,000.00	-3,537.92	3,537.92	67.84 %	32.16 %
862181 Auditing Expense	2,600.00	5,200.00	-2,600.00	2,600.00	50.00 %	50.00 %
862183 Legal	15,170.32	5,000.00	10,170.32	-10,170.32	303.41 %	-203.41 %
862185 Medical Evaluations	300.00	3,700.00	-3,400.00	3,400.00	8.11 %	91.89 %
862187 Education & Training	11,574.09	15,000.00	-3,425.91	3,425.91	77.16 %	22.84 %
862189 Professional & Special Services	21,706.78	31,800.00	-10,093.22	10,093.22	68.26 %	31.74 %
862190 Publication & Legal Notices	1,305.09	2,000.00	-694.91	694.91	65.25 %	34.75 %
862200 Rent & Leases - Equipment	1,605.35	900.00	705.35	-705.35	178.37 %	-78.37 %
862220 Small Tools & Instruments	50,604.32	55,000.00	-4,395.68	4,395.68	92.01 %	7.99 %
862239 Spec. Department Expense	2,279.48	9,000.00	-6,720.52	6,720.52	25.33 %	74.67 %
862250 Trans & Travel	11,967.08	22,000.00	-10,032.92	10,032.92	54.40 %	45.60 %
862260 Utilities	14,861.90	16,500.00	-1,638.10	1,638.10	90.07 %	9.93 %
863113 Payments to Other Govt. Agencies	7,623.19	18,410.00	-10,786.81	10,786.81	41.41 %	58.59 %
863310 Interest Expense		22,677.00	-22,677.00	22,677.00		100.00 %
864370 F/A Equipment	166,890.43	180,000.00	-13,109.57	13,109.57	92.72 %	7.28 %
Bank Charges & Fees	10.00		10.00	-10.00		
Reimbursements	397.00		397.00	-397.00		
Reimbursement	691.90		691.90	-691.90		
Total Reimbursements	1,088.90		1,088.90	-1,088.90		
Total Expenses	\$975,909.19	\$1,321,887.00	\$ -345,977.81	\$345,977.81	73.83 %	26.17 %
NET OPERATING INCOME	\$ -305,373.03	\$ -81,337.00	\$ -224,036.03	\$224,036.03	375.44 %	-275.44 %
Other Income						
824100 Interest	10,984.14	6,000.00	4,984.14	-4,984.14	183.07 %	-83.07 %
Gain(Loss) on Sale of Equipment	124,150.00	100,000.00	24,150.00	-24,150.00	124.15 %	-24.15 %
Total Other Income	\$135,134.14	\$106,000.00	\$29,134.14	\$ -29,134.14	127.49 %	-27.49 %
NET OTHER INCOME	\$135,134.14	\$106,000.00	\$29,134.14	\$ -29,134.14	127.49 %	-27.49 %



Redwood Valley Calpella Fire District

Budget vs. Actuals: FYE 2026 - FY26 P&L

July 2025 - June 2026

			TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
NET INCOME	\$ - 170,238.89	\$24,663.00	\$ -194,901.89	\$194,901.89	-690.26 %	790.26 %



RVCFD Staff Report

DATE: 4/6/2026
TO: RVCFD Board of Directors
FROM: Matt Keizer, Battalion Chief, Fire Marshal
SUBJECT: Update: Sale of Engine 6283

SUMMARY

This report serves as an update on the sale of surplus Engine 6283 (2001 Ferrara, Type 1)

STAFF ANALYSIS

Engine 6283 was declared surplus and approved for disposal at the March 13 2025, Board meeting, in accordance with Policy Section 3.20:9 – Disposition of Surplus Personal Property, Equipment, and Material. The engine was initially listed for sale on Brindlee Mountain Apparatus Sales for \$59,000 beginning in March 2025.

In alignment with Policy Section 3.20:9, which directs staff to pursue disposal methods that generate the greatest return, the engine was subsequently listed on GovDeals.com on March 19, 2026, utilizing an approved auction method for items exceeding \$5,000 in value.

The auction concluded on April 3, 2026, with a final sale price of \$66,000. The sale complied with District policy and resulted in proceeds exceeding the original listing price.

RECOMMENDATION ACTION

Receive report.

ATTACHMENTS

None:

RESOLUTION 2026-01

**RESOLUTION AMENDING THE SIGNATURE LIST FOR
AUTHORIZING THE DISBURSEMENT OF FUNDS FROM THE
SAVINGS BANK OF MENDOCINO COUNTY**

WHEREAS, the Board of Directors of Redwood Valley-Calpella Fire District authorized a single checking account with the Savings Bank of Mendocino County; and

NOW THEREFORE BE IT RESOLVED, the Fire Chief and any Board Member, or any two Board Members shall be authorized to disburse funds from the checking account, subsequently approved by the Board.

BE IT FURTHER RESOLVED, that the signature list for authorizing the disbursement of funds from checking account #06 064304 with the Savings Bank of Mendocino County be amended to add:

Justin Ebert

BE IT FURTHER RESOLVED, that the signature list for authorizing the disbursement of funds from checking account #06 064304 with the Savings Bank of Mendocino County be amended to remove:

Wayne Creel

PASSED AND ADOPTED, by the Board of Directors of the Redwood Valley-Calpella Fire District, County of Mendocino, State of California, on ~~November 13, 2025~~ March 12, 2026, by the following vote:

AYE NAY ABSENT

BOARD MEMBER DUNKEN
BOARD MEMBER COOPER
BOARD MEMBER MAYFIELD
BOARD MEMBER ODELL
BOARD MEMBER TUSO

Stephanie Dunken, Board Chair

ATTEST: Jessica Keizer, Clerk

RESOLUTION 2026-02

**RESOLUTION AMENDING THE SIGNATURE LIST FOR
AUTHORIZING THE DISBURSEMENT OF CLAIMS BY THE
COUNTY OF MENDOCINO**

WHEREAS, the Board of Directors of Redwood Valley-Calpella Fire District authorized the County of Mendocino to disburse claims received by the District; and

NOW THEREFORE BE IT RESOLVED, the Fire Chief and any Board Member or any two Board Members shall be authorized to order disbursement of claims, subsequently approved by the Board.

BE IT FURTHER RESOLVED, that the signature list for authorizing the disbursement of claims submitted to the Auditor-Controller of Mendocino County be amended to add:

Justin Ebert

BE IT FURTHER RESOLVED, that the signature list for authorizing the disbursement of claims submitted to the Auditor-Controller of Mendocino County be amended to remove:

Wayne Creel

PASSED AND ADOPTED, by the Board of Directors of the Redwood Valley-Calpella Fire District, County of Mendocino, State of California, on ~~November 13, 2025~~ March 12, 2026 by the following vote:

AYE NAY ABSENT

BOARD MEMBER DUNKEN
BOARD MEMBER COOPER
BOARD MEMBER MAYFIELD
BOARD MEMBER ODELL
BOARD MEMBER TUSO

Stephanie Dunken, Board Chair

ATTEST: Jessica Keizer, Clerk



RVCFD Staff Report

DATE: 4/6/2026
TO: RVCFD Board of Directors
FROM: Matt Keizer, Battalion Chief, Fire Marshal
SUBJECT: Revisions to Volunteer Firefighter Program Policy (OPM 2:11)

SUMMARY

This report summarizes proposed updates to the volunteer program policies. The intent of these changes is to improve operational efficiency, ensure accountability, and better align administrative processes with department priorities and fiscal practices.

List of changes from Attachment 1 Red line:

- Removal of using shift coverage to “make up” for response statistics.
- Addition of having volunteer status withdrawn if minimum call standards are not met.
- Addition of giving volunteer applicants who live within district limits priority.
- Removal of the requirement that training be offered on volunteer meeting nights (this remains at the discretion of the training officer and does not need to be mandated).
- Change for volunteer stipends to be issued once a year in January to align with the fiscal year.
- Removal of the “Other Call Credit.” This has proven to add additional accounting and tracking work for both volunteers and staff. The process of publishing opportunities on the calendar and via email, then tracking them, is clumsy and inefficient.
- Removal of call credit for shift coverage.

STAFF ANALYSIS

Several updates are proposed regarding response credit and performance expectations. The use of shift coverage to supplement or “make up” response statistics will be discontinued, and call credit will no longer be issued for shift coverage. The “Other Call Credit” category will also be eliminated due to the administrative burden it creates, including inefficient tracking and coordination processes for both volunteers and staff. To strengthen accountability, volunteers who do not meet minimum call response standards may have their volunteer status withdrawn, reinforcing participation expectations and ensuring consistent service levels.

Recruitment practices will be adjusted to prioritize applicants who reside within district boundaries to improve response times and enhance community-based service delivery.

All changes to be effective January 2026, with the exception of pre-negotiated call credits for the Chiefs Academy.

RECOMMENDATION ACTION

Approve the revised Volunteer Firefighter Program Policy (OPM 2:11) as presented.

ATTACHMENTS

- 1.** Redline OPM 2:11
- 2.** Clean OPM 2:11

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

Policy

To preserve and protect life and property by educating and supporting our community and by establishing and training volunteers for the service and betterment of the Redwood Valley-Calpella Fire District (RVCFD) community.

2:11.1

Objectives

To provide a well-rounded and flexible training program that will meet the standards set forth by the RVCFD.

To provide the highest level of training and safety equipment that will ensure the safety of all RVCFD personnel.

To prepare individuals for career positions in the fields of fire protection and emergency medical services.

To provide a positive public image of the RVCFD at all times.

2:11.2

Definitions

Volunteer:

According to the US Department of Labor, a volunteer is an individual who:

1. Serves as a volunteer for civic, charitable, or humanitarian reasons without promise, expectation, or receipt of compensation, although expenses, reasonable benefits, or a nominal fee may be provided.
2. Offers service freely and without coercion, direct or implied, from the agency.
3. Is not otherwise employed by the same public agency to provide the same services for which he or she volunteers.

Volunteer Firefighter Program

The Fire Chief shall manage the Volunteer Firefighter Program. The Fire Chief may assign a Program Coordinator to assist with the management of the program, schedule weekly training and publish an annual training calendar.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

2:11.3

Position Descriptions

Volunteer Officers (Engineers and above)

Volunteer Officers have responsibility in the following areas:

- (1) To provide supervision to all personnel that are assigned to them.
- (2) Assist with new recruit training assigned to his or her company.
- (3) Assist in weekly training as assigned.
- (4) Maintain records and equipment status.
- (5) Periodic evaluation of volunteers assigned to his or her company. Annual statistics for responses and training will be recorded in the volunteer's personnel file.

Volunteer Firefighters

This topic applies to all volunteer positions of the RVCFD.

- (1) All volunteer Firefighters will be responsible to respond to 10% of all incidents on an annual basis.
- (2) All volunteers will be responsible to attend all scheduled training topics. The Program Coordinator will audit attendance. At the discretion of the Fire Chief, those who do not meet the above standard may be subject to probation.
- (3) All volunteers are required to maintain certification in the following areas: C.P.R., First Aid, Fit Test, SIDS, Confined Space Awareness, Bloodborne Pathogens, Fire Shelters, Hazardous Materials Training, AB 1825 Sexual Harassment Prevention Training, and RT-130 Wildland training.
- (4) Volunteers who are unable to meet the minimum standards for response and/or training attendance shall be afforded the opportunity to make up the required minimum response standard and missed training topics. ~~Fill shifts may be utilized to make up for response statistics.~~ Those still unable to meet the attendance requirements may apply for a leave of absence, or be subject to being placed on probation, or may have their volunteer status withdrawn.
- (5) Firefighting is an inherently arduous duty, therefore, all volunteers, excluding support staff, must meet and maintain the minimum Physical Performance Standards.
- (6) It shall be a requirement for all volunteers to live or work within 15 minutes of the fire station. The residency requirement will be determined by internet mapping systems such as "Google Maps".- Volunteers living within the district limits will receive priority.
- (7) All volunteers shall abstain from tobacco use while at the fire station or while riding in RVCFD vehicles.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

(8) All volunteers must maintain a valid California Driver License.

(9) All volunteers must maintain a reliable and consistent form of transportation. If responding in a motor vehicle, vehicle must carry at least the state minimum insurance coverage.

Support Personnel

Support personnel are volunteers that want to participate in activities but will not be subject to any environment that is Immediately Dangerous to Life or Health (IDLH) as defined by the US National Institute for Occupational Safety and Health (NIOSH). These support activities exclude active fire suppression but include approved functions such as public education, traffic control, incident support operations, equipment repair, logistical support, photography, social media and Emergency Medical Response.

2:11.4

Response to Emergencies

Volunteer personnel shall be called to assist in emergency and non-emergency incidents and shall be notified by radio pager. All personnel must wear full protective clothing in accordance with adopted standards. Due to safety concerns, volunteers are not allowed to respond in their privately owned vehicles (POV) to incidents on US101 and SR20.

Responding volunteers shall respond to the station if they must pass it to get to the scene.

The operation of (POV) shall adhere to all provisions of the California Vehicle Code.

California Labor Law citations regarding volunteer firefighters:

230.3.

(a) An employer shall not discharge or in any manner discriminate against an employee for taking time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel.

(b) An employee who is discharged, threatened with discharge, demoted, suspended, or in any other manner discriminated against in the terms and conditions of employment by his or her employer because the employee has taken time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel shall be entitled to reinstatement and reimbursement for lost wages and work benefits caused by the acts of the employer. Any employer who willfully refuses to rehire, promote, or otherwise restore an employee or former employee who has been determined to be eligible

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

for rehiring or promotion by a grievance procedure, arbitration, or hearing authorized by law, is guilty of a misdemeanor.

(c) (1) Subdivisions (a) and (b) of this section shall not apply to any public safety agency or provider of emergency medical services if, as determined by the employer, the employee's absence would hinder the availability of public safety or emergency medical services.

(2) An employee who is a health care provider shall notify his or her employer at the time the employee becomes designated as emergency rescue personnel and when the employee is notified that he or she will be deployed as a result of that designation.

(d) (1) For purposes of this section, "volunteer firefighter" shall have the same meaning as the term "volunteer" in Section 50952 of the Government Code.

(2) For purposes of this section, "emergency rescue personnel" means any person who is an officer, employee, or member of a fire department or fire protection or firefighting agency of the federal government, the State of California, a city, county, city and county, district, or other public or municipal corporation or political subdivision of this state, or of a sheriff's department, police department, or a private fire department, or of a disaster medical response entity sponsored or requested by this state, whether that person is a volunteer or partly paid or fully paid, while he or she is actually engaged in providing emergency services as defined by Section 1799.107 of the Health and Safety Code.

(3) For purposes of this section, "health care provider" means any person licensed or certified pursuant to Division 2 (commencing with Section 500) of the Business and Professions Code, or licensed pursuant to the Osteopathic Initiative Act, or the Chiropractic Initiative Act.

230.4.

(a) An employee who performs duty as a volunteer firefighter, a reserve peace officer, or as emergency rescue personnel, as defined in Section 230.3, and who works for an employer employing 50 or more employees, shall be permitted to take temporary leaves of absence, not to exceed an aggregate of 14 days per calendar year, for the purpose of engaging in fire, law enforcement, or emergency rescue training.

(b) An employee who works for an employer employing 50 or more employees who is discharged, threatened with discharge, demoted, suspended, or in any other manner discriminated against in the terms and conditions of employment by his or her employer because the employee has taken time off to engage in fire, law enforcement, or emergency rescue training as provided in subdivision (a), is entitled to reinstatement and reimbursement for lost wages and work benefits caused by the acts of the employer.

(c) An employee seeking reinstatement and reimbursement pursuant to this section may file a complaint with the Division of Labor Standards Enforcement in accordance with Section 98.7 and, upon receipt of this type of complaint, the Labor Commissioner shall proceed as provided in that section.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

2:11.5

Medical Evaluations and Physical Agility Test

DMV physicals for Driver/Operators or above shall be provided by the RVCFD, as required.

Volunteers shall be subject to random drug testing at the discretion of the Fire Chief.

Volunteer members of REHIT will be offered a Haz-mat physical on an annual basis.

All volunteers, other than Support Personnel, shall pass an annual physical agility test. The annual physical agility test shall be the same test conducted during the recruitment process. Volunteers who do not pass the annual physical agility test will be re-classified to Support Personnel status until they are able to pass the agility test.

2:11.6

Training Program

The Volunteer Training Program shall focus on three areas:

- (1) Recruit training
- (2) Skills Maintenance
- (3) Personal Development and Advancement

The RVCFD will provide weekly training topics. With prior arrangements, make-up training for those unable to attend Monday nights will be made available. Training will not be regularly scheduled ~~for any Monday that a Volunteer Association business meeting is scheduled and~~ on any Monday that falls on a National Holiday.

The RVCFD encourages personal development and advancement. Volunteers may request that the RVCFD sponsor them for classes offered throughout the local area per the RVCFD training request.

2:11.7

Benefits Offered to All Volunteers

Member Family Assistance Program (MFAP). The program supports the health and wellness of volunteers. Services help enable volunteers to resolve personal and work-related issues to maintain individual productivity, health and wellness.

Employee Mental Health and Emotional Wellbeing – Confidential Counseling, Coaching, Guided Mindfulness and Work-Life Resources and Referrals – SDRMA.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

AirMedCare air ambulance membership.

RVCFD covered activity - Accidental Death (\$100,000), Dismemberment and Paralysis Benefit. Other Loss of Life Benefits, Lump Sum Living Benefits, Medical Expense Benefits, Felonious Assault Benefit, Home Alteration and Vehicle Modification Benefit and Weekly Hospital Benefit.

On or off duty - Accidental Death and Dismemberment Insurance - \$50,000 Out of Pocket Expense/Reimbursement

All volunteers shall receive one call credit per dispatched incident and one training credit for scheduled training. Exceptions: Subsequent incidents occurring prior to the release time of the original incident will be treated as a single call credit. Incidents occurring during scheduled training will not receive a call credit. Each call credit and training credit shall be reimbursed at \$8.00. Volunteers may opt to waive receipt of their call and/or training credits by indicating so on the attendance sign-in sheets.

There will be Volunteer call and training attendance sign-in sheets at the station. Reimbursements will be made ~~semi-annually, in June, and January to align payments with the fiscal year for the district. December. Volunteers may opt to defer their June payment to December.~~

~~Special functions for the RVCFD shall equal one call credit. These functions will be authorized by the Fire Chief and noticed via group email and posted on the shared calendar.~~

Volunteer Position Stipends (paid through the RVCFD normal payroll process)

- Safety Officer = \$250 per month
- Training Officer = \$500 per month
- Fire Marshal = \$500 per month
- Qualified Relief Duty Officer (QRDO) = \$200 per day shift and \$200 per night shift

Workers Compensation /Disability Insurance

All volunteers shall be covered by Workers Compensation for all medical costs that occur in the line of duty. All volunteers will be entitled to the maximum Total Temporary Disability weekly rate at time of injury. The RVCFD will reimburse a volunteer for lost wages during the three-day waiting period if not covered by District’s Workers Compensation Insurance Program.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

2:11.8

Day and Night Fill Shifts (Effective June 1, 2025)

Volunteers are encouraged to augment the on-duty staff by covering Day and Night Fill Shifts. Volunteers must sign up in advance with a shift Duty Officer. ~~A maximum of one Day and one Night Fill Shift per day. Volunteers will earn one call credit for each Day and Night Fill Shift.~~

Limited Term/Emergency Hire Program

The Limited Term/Emergency Hire Program allows for Volunteers to be employed, on a limited term/emergency hire basis. The Fire Chief may hire qualified individuals for limited term/part-time work including strike team/task force assignments, extended emergency conditions and declared disasters. A fully executed Personnel Action Form (PAF) or Limited Term/Emergency Hire Contract is required to participate in this program. The PAF or Contract will specify the job classification and pay rate. Timecards and Payroll will be processed immediately through the RVCFD normal payroll process. Selection/hiring preference will be given to those volunteers meeting all requirements of this Volunteer Firefighter Program.

2:11.9

Safety Equipment and Uniforms

Volunteers will be provided with all RVCFD required safety equipment and uniform elements. RVCFD will also provide for the maintenance, replacement and/or repair of safety equipment and uniform elements as needed. All issued safety equipment and uniform elements are and remain the property of RVCFD and will be returned to RVCFD upon the volunteer's separation.

Currently the RVCFD Volunteer Association provides uniform elements to its membership, including shirts, sweatshirts, hats and belts.

2:11.10

Recruitment Process

Testing and screening of applicants shall be conducted by the RVCFD and shall include:

- (1) Employment Application
- (2) Oral Interview by a panel of volunteer and career staff
- (3) Medical Screening, including drug screen
- (4) Physical Agility Testing
- (5) Background Check including Live Scan
- (6) DMV Printout

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

Background checks and DMV review will be considered favorable with NO convictions of arson, no felonies within ten (10) years, no DUI in less than seven (7) years, and no convictions for fraud, theft, abuse or violence.

Non-Discrimination

The RVCFD have a zero-tolerance policy for discrimination based upon race, national origin, religion, gender, physical impairment, veteran's status, or age in any personnel action, including recruitment, appointment, performance evaluation, promotion, the granting of leaves, and any disciplinary or grievance action.

2:11.11

Effective Date, Conflicts and Program Review

This Policy and Procedure shall go into effect on Jan 1, 2026 ~~June 1, 2025~~, and its provisions shall take precedence over any conflicting Policy or Procedure currently in effect.

It is important to provide a system for formal review of the Volunteer Firefighter Program. In order to accomplish this, during odd number years, the Fire Chief, with input from an appointed Volunteer Firefighter Program Committee, shall be charged with evaluating the Volunteer Firefighter Program (Board Policy and Procedure OPM 2:11) and with forwarding its recommendations to the Fire Chief who will present the proposed revisions to the Board of Directors.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

Policy

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2:11.1

Objectives

To provide a well-rounded and flexible training program that will meet the standards set forth by the RVCFD.

To provide the highest level of training and safety equipment that will ensure the safety of all RVCFD personnel.

To prepare individuals for career positions in the fields of fire protection and emergency medical services.

To provide a positive public image of the RVCFD at all times.

2:11.2

Definitions

Volunteer:

According to the US Department of Labor, a volunteer is an individual who:

1. Serves as a volunteer for civic, charitable, or humanitarian reasons without promise, expectation, or receipt of compensation, although expenses, reasonable benefits, or a nominal fee may be provided.
2. Offers service freely and without coercion, direct or implied, from the agency.
3. Is not otherwise employed by the same public agency to provide the same services for which he or she volunteers.

Volunteer Firefighter Program

The Fire Chief shall manage the Volunteer Firefighter Program. The Fire Chief may assign a Program Coordinator to assist with the management of the program, schedule weekly training and publish an annual training calendar.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

2:11.3

Position Descriptions

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Volunteer Officers have responsibility in the following areas:

- (1) To provide supervision to all personnel that are assigned to them.
- (2) Assist with new recruit training assigned to his or her company.
- (3) Assist in weekly training as assigned.
- (4) Maintain records and equipment status.
- (5) Periodic evaluation of volunteers assigned to his or her company. Annual statistics for responses and training will be recorded in the volunteer's personnel file.

Volunteer Firefighters

This topic applies to all volunteer positions of the RVCFD.

- (1) All volunteer Firefighters will be responsible to respond to 10% of all incidents on an annual basis.
- (2) All volunteers will be responsible to attend all scheduled training topics. The Program Coordinator will audit attendance. At the discretion of the Fire Chief, those who do not meet the above standard may be subject to probation.
- (3) All volunteers are required to maintain certification in the following areas: C.P.R., First Aid, Fit Test, SIDS, Confined Space Awareness, Bloodborne Pathogens, Fire Shelters, Hazardous Materials Training, AB 1825 Sexual Harassment Prevention Training, and RT-130 Wildland training.
- (4) Volunteers who are unable to meet the minimum standards for response and/or training attendance shall be afforded the opportunity to make up the required minimum response standard and missed training topics. Those still unable to meet the attendance requirements may apply for a leave of absence, or be subject to being placed on probation, or may have their volunteer status withdrawn.
- (5) Firefighting is an inherently arduous duty, therefore, all volunteers, excluding support staff, must meet and maintain the minimum Physical Performance Standards.
- (6) It shall be a requirement for all volunteers to live or work within 15 minutes of the fire station. The residency requirement will be determined by internet mapping systems such as "Google Maps". Volunteers living within the district limits will receive priority.
- (7) All volunteers shall abstain from tobacco use while at the fire station or while riding in RVCFD vehicles.
- (8) All volunteers must maintain a valid California Driver License.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

- (9) All volunteers must maintain a reliable and consistent form of transportation. If responding in a motor vehicle, vehicle must carry at least the state minimum insurance coverage.

Support Personnel

Support personnel are volunteers that want to participate in activities but will not be subject to any environment that is Immediately Dangerous to Life or Health (IDLH) as defined by the US National Institute for Occupational Safety and Health (NIOSH). These support activities exclude active fire suppression but include approved functions such as public education, traffic control, incident support operations, equipment repair, logistical support, photography, social media and Emergency Medical Response.

2:11.4

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Responding volunteers shall respond to the station if they must pass it to get to the scene.

The operation of (POV) shall adhere to all provisions of the California Vehicle Code.

California Labor Law citations regarding volunteer firefighters:

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(b) An employee who is discharged, threatened with discharge, demoted, suspended, or in any other manner discriminated against in the terms and conditions of employment by his or her employer because the employee has taken time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel shall be entitled to reinstatement and reimbursement for lost wages and work benefits caused by the acts of the employer. Any employer who willfully refuses to rehire, promote, or otherwise restore an employee or former employee who has been determined to be eligible

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

for rehiring or promotion by a grievance procedure, arbitration, or hearing authorized by law, is guilty of a misdemeanor.

(c) (1) Subdivisions (a) and (b) of this section shall not apply to any public safety agency or provider of emergency medical services if, as determined by the employer, the employee's absence would hinder the availability of public safety or emergency medical services.

(2) An employee who is a health care provider shall notify his or her employer at the time the employee becomes designated as emergency rescue personnel and when the employee is notified that he or she will be deployed as a result of that designation.

(d) (1) For purposes of this section, "volunteer firefighter" shall have the same meaning as the term "volunteer" in Section 50952 of the Government Code.

(2) For purposes of this section, "emergency rescue personnel" means any person who is an officer, employee, or member of a fire department or fire protection or firefighting agency of the federal government, the State of California, a city, county, city and county, district, or other public or municipal corporation or political subdivision of this state, or of a sheriff's department, police department, or a private fire department, or of a disaster medical response entity sponsored or requested by this state, whether that person is a volunteer or partly paid or fully paid, while he or she is actually engaged in providing emergency services as defined by Section 1799.107 of the Health and Safety Code.

(3) For purposes of this section, "health care provider" means any person licensed or certified pursuant to Division 2 (commencing with Section 500) of the Business and Professions Code, or licensed pursuant to the Osteopathic Initiative Act, or the Chiropractic Initiative Act.

230.4.

(a) An employee who performs duty as a volunteer firefighter, a reserve peace officer, or as emergency rescue personnel, as defined in Section 230.3, and who works for an employer employing 50 or more employees, shall be permitted to take temporary leaves of absence, not to exceed an aggregate of 14 days per calendar year, for the purpose of engaging in fire, law enforcement, or emergency rescue training.

(b) An employee who works for an employer employing 50 or more employees who is discharged, threatened with discharge, demoted, suspended, or in any other manner discriminated against in the terms and conditions of employment by his or her employer because the employee has taken time off to engage in fire, law enforcement, or emergency rescue training as provided in subdivision (a), is entitled to reinstatement and reimbursement for lost wages and work benefits caused by the acts of the employer.

(c) An employee seeking reinstatement and reimbursement pursuant to this section may file a complaint with the Division of Labor Standards Enforcement in accordance with Section 98.7 and, upon receipt of this type of complaint, the Labor Commissioner shall proceed as provided in that section.

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

2:11.5

Medical Evaluations and Physical Agility Test

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Volunteers shall be subject to random drug testing at the discretion of the Fire Chief.

Volunteer members of REHIT will be offered a Haz-mat physical on an annual basis.

All volunteers, other than Support Personnel, shall pass an annual physical agility test. The annual physical agility test shall be the same test conducted during the recruitment process. Volunteers who do not pass the annual physical agility test will be re-classified to Support Personnel status until they are able to pass the agility test.

2:11.6

Training Program

The Volunteer Training Program shall focus on three areas:

- (1) Recruit training
- (2) Skills Maintenance
- (3) Personal Development and Advancement

The RVCFD will provide weekly training topics. With prior arrangements, make-up training for those unable to attend Monday nights will be made available. Training will not be regularly scheduled on any Monday that falls on a National Holiday.

The RVCFD encourages personal development and advancement. Volunteers may request that the RVCFD sponsor them for classes offered throughout the local area per the RVCFD training request.

2:11.7

Benefits Offered to All Volunteers

Member Family Assistance Program (MFAP). The program supports the health and wellness of volunteers. Services help enable volunteers to resolve personal and work-related issues to maintain individual productivity, health and wellness.

Employee Mental Health and Emotional Wellbeing – Confidential Counseling, Coaching, Guided Mindfulness and Work-Life Resources and Referrals – SDRMA.

Policy and Procedure Title:
Volunteer Firefighter Program

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AirMedCare air ambulance membership.

RVCFD covered activity - Accidental Death (\$100,000), Dismemberment and Paralysis Benefit. Other Loss of Life Benefits, Lump Sum Living Benefits, Medical Expense Benefits, Felonious Assault Benefit, Home Alteration and Vehicle Modification Benefit and Weekly Hospital Benefit.

On or off duty - Accidental Death and Dismemberment Insurance - \$50,000 Out of Pocket Expense/Reimbursement

All volunteers shall receive one call credit per dispatched incident and one training credit for scheduled training. Exceptions: Subsequent incidents occurring prior to the release time of the original incident will be treated as a single call credit. Incidents occurring during scheduled training will not receive a call credit. Each call credit and training credit shall be reimbursed at \$8.00. Volunteers may opt to waive receipt of their call and/or training credits by indicating so on the attendance sign-in sheets.

There will be Volunteer call and training attendance sign-in sheets at the station. Reimbursements will be made annually, in January to align payments with the fiscal year for the district.

Volunteer Position Stipends (paid through the RVCFD normal payroll process)

Safety Officer =	\$250 per month
Training Officer =	\$500 per month
Fire Marshal =	\$500 per month
Qualified Relief Duty Officer (QRDO) =	\$200 per day shift and \$200 per night shift

Workers Compensation /Disability Insurance

All volunteers shall be covered by Workers Compensation for all medical costs that occur in the line of duty. All volunteers will be entitled to the maximum Total Temporary Disability weekly rate at time of injury. The RVCFD will reimburse a volunteer for lost wages during the three-day waiting period if not covered by District's Workers Compensation Insurance Program.

Policy and Procedure Title:
Volunteer Firefighter Program

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2:11.8

Day and Night Fill Shifts (Effective June 1, 2025)

Volunteers are encouraged to augment the on-duty staff by covering Day and Night Fill Shifts. Volunteers must sign up in advance with a shift Duty Officer

Limited Term/Emergency Hire Program

The Limited Term/Emergency Hire Program allows for Volunteers to be employed, on a limited term/emergency hire basis. The Fire Chief may hire qualified individuals for limited term/part-time work including strike team/task force assignments, extended emergency conditions and declared disasters. A fully executed Personnel Action Form (PAF) or Limited Term/Emergency Hire Contract is required to participate in this program. The PAF or Contract will specify the job classification and pay rate. Timecards and Payroll will be processed immediately through the RVCFD normal payroll process. Selection/hiring preference will be given to those volunteers meeting all requirements of this Volunteer Firefighter Program.

2:11.9

Safety Equipment and Uniforms

Volunteers will be provided with all RVCFD required safety equipment and uniform elements. RVCFD will also provide for the maintenance, replacement and/or repair of safety equipment and uniform elements as needed. All issued safety equipment and uniform elements are and remain the property of RVCFD and will be returned to RVCFD upon the volunteer's separation.

Currently the RVCFD Volunteer Association provides uniform elements to its membership, including shirts, sweatshirts, hats and belts.

2:11.10

Recruitment Process

Testing and screening of applicants shall be conducted by the RVCFD and shall include:

- (1) Employment Application
- (2) Oral Interview by a panel of volunteer and career staff
- (3) Medical Screening, including drug screen
- (4) Physical Agility Testing
- (5) Background Check including Live Scan
- (6) DMV Printout

Policy and Procedure Title:
Volunteer Firefighter Program

OPM 2:11

Background checks and DMV review will be considered favorable with NO convictions of arson, no felonies within ten (10) years, no DUI in less than seven (7) years, and no convictions for fraud, theft, abuse or violence.

Non-Discrimination

The RVCFD have a zero-tolerance policy for discrimination based upon race, national origin, religion, gender, physical impairment, veteran's status, or age in any personnel action, including recruitment, appointment, performance evaluation, promotion, the granting of leaves, and any disciplinary or grievance action.

2:11.11

Effective Date, Conflicts and Program Review

This Policy and Procedure shall go into effect on Jan 1, 2026, and its provisions shall take precedence over any conflicting Policy or Procedure currently in effect.

It is important to provide a system for formal review of the Volunteer Firefighter Program. In order to accomplish this, during odd number years, the Fire Chief, with input from an appointed Volunteer Firefighter Program Committee, shall be charged with evaluating the Volunteer Firefighter Program (Board Policy and Procedure OPM 2:11) and with forwarding its recommendations to the Fire Chief who will present the proposed revisions to the Board of Directors.



REDWOOD VALLEY CALPELLA FIRE

8481 EAST RD
REDWOOD VALLEY CA 95470

Chiefs Report

April 9, 2026

March: **Total incidents: 67**

Medical: 40 - 58.06%

Non-emergency: 13 - 19.35%

Hazardous situation: 2 - 3.23%

Fire: 6 - 9.68%

Public service: 6 - 9.68%

- I want to commend the crews for the excellent work they continue to do on emergency responses. The professionalism and dedication shown on calls continue to reflect positively on the district.
- The current Average VPC (Volunteers Per Call) is 3.8 , which is a great response level for our district.
- The Duty Officer (DO) position has been posted and currently has several applicants. Interviews have been initiated and we hope to be able to extend a job offer ASAP.
- Staff would like to post the Fire Chief position as soon as possible and cast a wide net to ensure we attract strong candidates.
- Structural firefighting training is concluded. We had a great training burn in Reeves Canyon. Several evolutions with different real fire scenarios were conducted, gaining valuable knowledge and experience for all the crew. RVCFD will now transition to wildland fire fighting: RT 130/ 190, wilderness medicine, shelters, hand lines, coms, rural water supplies and the wildland urban interface.
- Captain Robinson has been tasked with forming the Out of County crew (OOC). He and FAE Lomax have been conducting training with prospective members to be dispatch ready.
- Ongoing projects include:
 - Sale of surplus equipment
 - Listing of Engine 83
 - Progress on the new Light Rescue
 - Work on the Water Tender (Doors)