



Fire Protection Districts

Board of Directors Meeting

- Meeting of the Montezuma Fire Protection District
- Meeting of the Suisun Fire Protection District
- Meeting of the Vacaville Fire Protection District

Presented to the Board of Supervisors
June 25, 2025
County Administrator's Office

Nancy Nelson, Senior Management Analyst
Chief O'Connor, Montezuma Fire Protection District
Chief Abruzzini, Suisun Fire Protection District
Interim Chief Kuntz, Vacaville Fire Protection District



Recommended Action Items

1. Consider approving a Supplemental Policy Document for the three districts;
2. Consider authorizing the County Administrator to appoint an interim chief;
3. Consider delegating the County Administrator authority to approve emergency purchases up to \$250,000 and to provide concurrence on personnel decisions;
4. Consider adopting resolutions establishing a 14-day work period; and
5. Initiate an audit process for the three Districts for financial statements from FY2023/24 and FY2024/25 and the addition of 2022/23 for the Vacaville Fire Protection District.



Supplemental Policy Document

- Recommends the Districts follow equivalent contracting and purchasing policies to the County, including a contract and purchasing approval threshold for the interim chief totaling up to \$74,999
- Approves emergency purchasing authority to the County Administrator, as deemed necessary, totaling up to \$250,000
- Establishes that personnel decisions be made by the interim chief with County Administrator concurrence
- Sets policy recommendations for the following:
 - Purchasing
 - Contracting
 - Conducting Audits
 - Impact fees
 - Training
 - Applying for grants



Interim Chief

- Staff recommends the County Administrator appoint an interim chief for continuity of operations while the Districts continue efforts on the development of a reorganization application for submission to LAFCO



14 Day Work Period

The resolutions will establish a 14-day Work Period:

- One for each District (Montezuma, Suisun and Vacaville)
- Required under the Fair Labor Standards Act (FLSA)
- Will allow the districts flexibility to operate extended shift hours for alignment of coverage



Annual Audit Process

As Dependent Districts:

- The three Districts will complete annual audits
- Audits will be completed by October 31st each year
- Audits will be reported to the County Auditor Controller's Office annually



Montezuma Fire Protection District



- Vegetation management and fuel reduction projects
 - Provided guidance to California Forever on installing disk lines along roads
 - Partnered with local ranchers on tracking of fireguards and summer foul fields (disked fields)
- Public education on defensible space
 - Partnered with California Forever to remove vacant buildings and establish defensible space around remaining structures on their property
 - Education in the Collinsville area
- Coordination with partners: CalFire, State Fish & Wildlife, local RCDs, Fire Safe Councils, Solano County OES, Solano Fire Departments/Districts
- Incident responses total 294, including 111 total fire incidents including 6 vehicle, 23 structures, 70 vegetation, 6 debris, 1 boat and 5 OES assignments
- Burn permit education and distribution
 - 36 Permits issued for agriculture burns
- School visits with fire safety presentations
- Participation in community fairs and events:
 - Wildfire Preparedness Day
 - Rio Vista Airport Day
 - Rio Vista Bass Festival during prevention week
 - Open house at Station 51 during Fire Prevention week



Suisun Fire Protection District



- Vegetation management and fuel reduction projects
 - Partnered with Calfire & Solano RCD (Nelson RX)
 - Assisted with pile burns in Green Valley with Calfire
- Public education on defensible space
 - Blue Mountain Drive Subdivision Homeowners Association
 - Tolenas Homeowner Association
 - Station 32 Public education on Defensible Space
- Coordination with partners: CalFire, State Fish & Wildlife, local RCDs, Fire Safe Councils, Solano County OES, Solano Fire Departments/Districts
- Incident responses total 285, including 75 total fire incidents
- Burn permit education and distribution
 - 77 Permits issued for agriculture burns & fuels mitigation in marsh area
- School visits with fire safety presentations: Suisun Valley and Tolenas
- Participation in community fairs and events:
 - Wildfire Preparedness Day
 - Dixon May Fair
 - National Night out (Green Valley)
- Open house events, including Station 32 public education on Wildfire and a Pancake breakfast
- Fire Extinguisher training demonstration for Suisun Valley School, Citizen's Academy, Youth Academy, Wildfire Preparedness Day and County departments



Vacaville Fire Protection District



- Emergency Responses
 - 2024 Total Responses: 751 Fires 117
 - 2025 Total Responses: 383 Fires 50
- Permits & Prevention
 - Burn Permits: 742
 - Fuels Reduction: CMF, Nelson Rd, Cherry Glen Road
- Training & Personnel Development
 - Emergency Medical Responder (EMR) – 15 In-house
 - Solano Community College Fire Academy 7 Graduates - May 2025
- Grants & Equipment
 - \$67,000 – Extrication, \$32,000 – PPE
- Technology & Communications
 - Transitioned to Soft Paging System
 - 100% Firefighters have radio communications
 - Realtime 360-degree Camera Views - Any device
- Operational Improvements
 - Implemented Response KPI's – Adjust staffing by station call volume



Update on Unified Command

District Efforts:

- Districts have been meeting weekly to discuss and identify ways to strengthen operations, efficiencies and alignment to prepare for consolidation:
 - Training
 - Tablet Command
 - Response matrix
 - PPE and other purchase standardization
 - Telephone system integration and records system alignment
 - LAFCO Application
- Year two of the pilot seasonal wildfire program
 - 2:0 staffing of one engine for each district, eight hours per day and seven days per week, beginning July 1, 2025
 - This staffing will also support weed abatement efforts by utilizing the staffed engines in the community to conduct weed abatement inspections and other fuels reduction support



Fire District Consolidation – Next Steps

The LAFCO Process will require:

- Filing an Application for Reorganization, comprised of:
 - Application submitted by successor agency
 - A Resolution of Application from each district
 - A Draft Plan of Service
 - Response to Factors and Standards (legal requirements)
 - Request for change to Sphere of Influence of Successor Agency
 - Request for annexations into Successor Agency



Recommendation

- Approve a Supplemental Policy Document for the three districts;
- Delegate the County Administrator authority to appoint an Interim Chief;
- Delegate the County Administrator authority to approve emergency purchases up to \$250,000 and to provide concurrence on personnel decisions;
- Adopt resolutions establishing a 14-day work period; and
- Initiate an Audit process for the three Districts for financial statements from FY2023/24 and FY2024/25 and FY2022/23 for Vacaville Fire Protection District.