



**AGENDA OF THE
CRESCENT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

**REGULAR MEETING
HELD
MONDAY, SEPTEMBER 14, 2026
AT 5:00 P.M.**

Submit comments via ccfire@crescentcity.org; or submit a written comment by filing it with the Administrative Specialist at 255 W Washington Blvd, Crescent City, California 95531 prior to 5:00 pm, September 14, 2026. If you require special accommodation, please contact Administrative Specialist, Vanessa Duncan at 464-2421.

1. OPEN SESSION

- 1.1** CALL TO ORDER
- 1.2** ROLL CALL
- 1.3** FLAG SALUTE

2. PUBLIC PARTICIPATION

Any member of the audience is invited to address the Board on any matter that is within the jurisdiction of the Crescent Fire Protection District. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the Board is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. All comments shall be directed toward the entire Board. After receiving recognition from the Chairman, please state your name and city or county residency for the record. Public comment is limited to three (3) minutes. The public is additionally allotted five minutes each in which to speak on any item on the agenda prior to any action taken by the Board.

3. CONSENT CALENDAR

- 3.1** APPROVE MINUTES OF THE REGULAR MEETING OF AUGUST 10, 2026 AND SPECIAL MEETING OF AUGUST 31, 2026
- 3.2** APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING AUGUST 2026

*TAKE PUBLIC COMMENT ON CONSENT CALENDAR
CONSIDER AND ADOPT CONSENT CALENDAR*

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 REVIEW AND ADOPT REVISED DISTRICT EMERGENCY RESPONSE STAFFING PROGRAM (DERSP) PERSONNEL AND ADMINISTRATION POLICY

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Review and adopt the revised District Emergency Response Staffing Program (DERSP) Personnel and Administration Policy, replacing the previously adopted DERSP Personnel Policy (Exhibit A to Resolution No. 26-001), with all other DERSP program documents previously adopted by the Board remaining in effect unless otherwise amended by the Board.

4.2 REVIEW AND APPROVE PAYROLL REVOLVING FUND AGREEMENT WITH CBH CPAS & ADVISORS, PC AND AUTHORIZE DESIGNATED DISTRICT REPRESENTATIVES

RECOMMENDATION

1. Receive staff report.
2. Technical questions from the Board.
3. Take public comment.
4. Further Board discussion.
5. Review and approve the Payroll Revolving Fund Agreement between the Crescent Fire Protection District and CBH CPAs & Advisors, PC.
6. Authorize the Board Chair to execute the Agreement on behalf of the District.
7. Authorize the DERSP Administrator to execute necessary administrative documents related to DERSP payroll and the Payroll Revolving Fund and to administratively adjust the reconciliation and reimbursement frequency between monthly and quarterly, consistent with the Agreement.
8. Authorize the Fire Chief to sign DERSP payroll checks and other necessary payroll-related documents.

5. OLD BUSINESS

Take action as necessary and appropriate.

NO OLD BUSINESS AT THIS TIME

6. CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

- 6.1** RESPONSES OCCURRED BETWEEN: 08-01-26 to 08-31-26
- 6.2** FIRE CHIEF RECRUITMENT UPDATE
- 6.3** DISTRICT VEHICLE STRIPING PROJECT
- 6.4** ELK VALLEY RANCHERIA – FIRE PROTECTION ASSESSMENT AND SERVICE AGREEMENT REVIEW

7. BOARD COMMENTS

THIS AGENDA ITEM ALLOWS BOARD MEMBERS THE OPPORTUNITY TO DISCUSS ITEMS OF GENERAL INTEREST, PROVIDE A REFERENCE OR OTHER RESOURCE TO STAFF, ASK FOR CLARIFICATION OR REQUEST STAFF TO REPORT TO THE BOARD ON A CERTAIN MATTER.

8. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING ON MONDAY, OCTOBER 12, 2026 AT 5:00 PM

POSTED:

09/11/2026

/s/ Vanessa Duncan

Clerk of the Board/Administrative Specialist

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the Administrative Specialist's office at (707)464-2421. Notification 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II] For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at Crescent City Fire & Rescue, 255 W Washington Blvd, during business hours, 8:00 a.m. - 5:00 p.m., or on-line at cfpd.crescentcity.org