



Turlock Rural Fire Department

690 West Canal Drive

Turlock, California 95380

Telephone 632-3953

Date : 7/12/2018

To : Stanislaus County Civil Grand Jury

From : Turlock Rural Fire Protection District

Re : Case #18-15GJ "Independent Special Fire Districts, Relics of the Past or Resources for the Future"

The Turlock Rural Fire Protection District has received the recommendations from the case noted above. We have reviewed your findings and you will find our responses below.

R.1 – All Stanislaus County fire district boards should adhere to California law. All districts should have a written manual of generally accepted governance policies and procedures. The manual should include policies for nepotism, credit card control, and check signing. The manual should be completed by December 31, 2018.

The Turlock Rural Fire Protection District (TRFPD) agrees with your recommendation of a written manual of generally accepted governance policies and procedures. TRFPD is currently in compliance with this request excluding a nepotism policy. We are in the process of drafting and adopting a nepotism policy that will work for a volunteer fire agency.

R.2 – All fire districts should establish a training requirement for board members in addition to that required by law. The curriculum is to be established no later than December 31, 2018 and shall include at least good governance, parliamentary procedure, Brown Act, nepotism, and conflict of interest.

TRFPD disagrees wholly or partially with this request. We feel that our current board of directors was and continues to be adequately prepared to assume and hold office. However, the TRFPD board recognizes the fact that a newly appointed board member may not have sufficient life experience and or training to hold such office. In the event that this situation occurs in the future, we will revisit this recommendation and consider a training program that includes county provided material.

R.3 – Certificates of ethics training and Financial Disclosure Form 700 must be on file in each fire district office for five years and at the Stanislaus County Elections Office.

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TRFPD agrees with your findings and is in compliance with this request.

R.4 – Fire districts are to ensure that meeting times and locations are posted consistently and accurately on district website and with LAFCO.

TRFPD agrees with your findings and is in compliance with this request.

R.5 – The fire districts and the community at large would benefit if the SCBOS would exert oversight of governance training.

TRFPD agrees with your findings and welcomes any training SCBOS makes available.

R.6 – The SCBOS should advise the forty-two special districts in Stanislaus County to obtain a copy of this report from the SCCGJ website for informational purposes.

TRFPD agrees with your findings, this report should be available to all special districts in the county. It will serve as valuable reference material.

R.7 – All fire district boards must comply immediately with the requirements for meeting notices, posting of meeting agendas, publishing of minutes, and financial statements as required by California Law.

TRFPD agrees with your findings and are in compliance with your findings.

R.8 – Websites should be effectively maintained to abide by California law. The priority of websites should be to provide information and transparency about governance and finances. Current and prior agendas, minutes, financial statements, and audits should be posted.

TRFPD agrees with your findings. TRFPD does not currently maintain a district website. If the need for one should arise it will comply with all applicable CA laws.

R.9 – Board meeting locations and times should be boldly identified. Signage visible from the street should announce meeting dates and times. Signage should be in place to direct citizens to the meeting room. Meeting rooms should be well-lighted, provide adequate seating, and free of exhaust fumes.

TRFPD disagrees with your findings. Our board meeting time, date, and location, are published on the outside of our station for the public to see. Our meeting area is welcoming, free of exhaust fumes, and provides ample seating for all. We feel that signage visible from the street would be of limited benefit.

R.10 – Board meeting structure should routinely reflect the basic elements of accepted rules of order while conducting the people’s business. They should start on time with a gavel or announcement. Board members and officers should be identified by roll call. Names of board members should be visible. Topics and guest speakers should be clearly identified, and sidebars eliminated.

TRFPD agrees with your findings. We are making the suggested modifications and will be in full compliance to this request by our next scheduled meeting.

R.11 – The districts should utilize local print media to seek candidates for the boards of directors. For example, the Modesto Bee’s “Lend a Hand” section announces volunteer opportunities.

TRFPD agrees with your findings. The SCBOS is in charge of all board appointments. In the event we are tasked with finding a replacement to fill a vacant seat we will consider utilizing these resources.

We appreciate you taking the time to review our responses. As an all-volunteer fire district, we understand what it means to give your time freely and appreciate the work you have done.

Respectfully Submitted,



Allen Peterson

President – TRFPD Board of Directors