

2021/2

BURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

October 13, 2021

PRESENT: Tom O'Neill, Robert Miller, Cheryl Woodford and Emmett O'Donnell
PRESENT: Chief Richard Pearce, Executive Assistant Nicole Chaput and Shayne Jones from The Ark newspaper

ABSENT:

AGENDA ITEM 1 – CALL TO ORDER

President O'Neill called the meeting to order at 1831 hrs.

Executive Assistant Nicole Chaput conducts roll call due to meeting conducted via teleconferencing:

- O'Neill – Present
- Miller – Present
- Woodford – Present
- O'Donnell – Present

AGENDA ITEM 2 – CONSENT CALENDAR

- A. September 8, 2021 Minutes
- B. Communications
- C. Warrants and Payroll
- D. Appointment of Firefighter Daniel Elkington to Captain, Range 404, Step #1, \$9,887/month, effective October 1, 2021
- E. Appointment of Jessee Gerhardt to Fire Prevention Specialist Trainee, Range 400, Step #1, \$3,686/month, effective October 1, 2021
- F. Recognition Resolution #2021-13, 11 years of service - Board member Steve Sears
- G. Adoption of Resolution #2021-14, Allowing for Continued Remote Public Meetings Under State Assembly Bill 361

M/Miller, S/O'Donnell to approve Consent Calendar Items

Executive Assistant Nicole Chaput polls the Board:

- O'Neill – Aye
- Miller – Aye
- Woodford – Aye
- O'Donnell – Aye

AGENDA ITEM 3 – BOARD MEMBER SELECTION

- A. Process to fill vacancy
Discussion.

M/O'Donnell, S/Miller to approve process to fill vacancy

Executive Assistant Nicole Chaput polls the Board:

- O'Neill – Aye
- Miller – Aye

Woodford – Aye
O'Donnell – Aye

AGENDA ITEM 4 – PUBLIC OPEN TIME

President O'Neill opened the floor to the public. No public comment/no public announced their presence on the telephone call.

AGENDA ITEM 5 – CHIEF'S REPORT

A. Monthly Report – Chief Pearce

The District continues supporting and fighting the major fires across the state. Our personnel have been supportive of these many requests while staff also maintains coverage in the District.

We implemented new Covid testing procedures for our personnel; the latest surge has identified a few opportunities to better protect the first responders, as well as our constituents. The mask mandate is once again imposed throughout Marin County; we have closed the station and will continue telephonic meetings under new guidelines identified in AB 361. There are requirements to present findings on a monthly basis to continue this meeting format.

Working from our most recent Captain's list, and due to Captain Dave Newman's upcoming retirement, Chief Pearce will be recommending the Board ratify the appointment of Daniel Elkington to Captain, effective October 1, 2021.

We have preliminary design and site plans on the replacement of Fire Station 10. Due to building and construction cost estimates, we paused these efforts temporarily to monitor these trends to the greatest advantage of the District. As this continues, Chief Pearce would like to identify the various funding options available to the District for this project.

We continue working toward identifying a suitable location to establish a training facility that allows for the safe and monitored execution of multiple medical, rescue and fire evolutions.

The District has noticed the vacancy on the Board and has received interest from candidates. We are able to conduct interviews and appoint later in this meeting, or call a Special Meeting, at the Board's discretion.

Operations

The District responded to the following calls:

189 calls
Zone 10 – 29
Zone 11 – 43
Zone 12 – 20
Angel Island – 4
Bay Waters – 4
Others – 89

Significant Events:

There was one significant event during the month of September

- SMFD jurisdiction building fire - Greenhill Rd., Mill Valley

Out-of-County/Pre-Positioning:

Out-of-county/pre-positioning assignments during the month of September

- Fawn Fire
- Windy Fire

Training - BC Hellyer

Marin County Block Training is focusing on HAZMAT or hazardous materials response. The drill will be county wide next month. We will prepare our training for the upcoming drill.

EMT training focused on EMT skills for recertification of EMT license.

Our monthly EMS training with Dr. Bason-Mitchell focused on pediatric emergencies.

All the new trainees passed the third person testing and are qualified to be a back seat firefighter.

All trainees are going through ambulance orientation and are working to get ambulance driver qualified.

FF/PM Nate Buck and Matt Wilson passed the Level 1 boat exam.

The Trainee 2-week academy started Aug 30th and ended Sept 10th. FF Digory McGuire taught the first 2 days, but then went out of county to the Caldor fire. FF Danny Elkington took over as lead instructor for the duration of the academy. It was a team effort as the on-duty shift and off-duty crew came in to assist.

Personnel with greater than 20 hours of training: FF/PM Charles Armour (36), FF/PM Omar Bell (50), FF/T Carlos Berlanga (71), FF/T Chad Hall (80), FF/T Gary Travis (71), FF/T Dalton Locke (71), FF/T Jerimiah Mahan (79), Lt Travis Terrell (45) and FF Danny Elkington (80).

Total hours of training for September is 749 and focused on the trainee academy and testing the trainees to qualify for the engine and ambulance.

BC Hellyer would like to acknowledge FF Digory McGuire and FF Danny Elkington for taking on the Trainee academy. FF/PMs Omar Bell, Charles Armour, Martin Siragusa, Dominic Pomilia and Lt Travis Terrell all assisted in the trainee academy.

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- E611 returned to service after International replaced components of the EGR and DEF system to solve continued drivability issues. So far, the engine is running, as it should have from new.
- Fireboat - troubleshooting of the starboard engine stall condition continues. Fuel was polished, filters changed, lines cleaned and tightened. Situation will be watched.
- M10 had one front tire and front brakes replaced with an oil change service at the Mill Valley Corp Yard.
- P11 (Tahoe) and U12 (Traverse) had annual SMOG checks completed.
- R11 went to Golden State Fire Apparatus for an annual service including opacity test. While there, the center sliding equipment shelf was repaired, the batteries were replaced and the on board battery charger was replaced (all found to be bad).
- UT12 (Silverado) had a no start condition. The onboard battery charger was bad and needed to be replaced. A new deep cycle battery was installed as well.

Stations:

- Station 11 exterior painting completed by Pac West. Complete repaint on the back and touch up on the front of the station.

Prevention - FM Lantier

Permits:

Fire Marshal (FM) Lantier reports \$1,412.00 billed for the month of September.

Inspections Completed:

Fire Prevention/Community Risk Reduction Bureau staff completed 134 inspections in September. Vegetation Management inspections led the way with (68) done by FPS Heckler & (122) by FPS Trainee Gerhardt. FP Staff inspected (14) Fire Sprinklers system installations, (2) Engine Company follow-up inspections, (11) PV inspections and (3) Defensible Space evaluations.

Plan Reviews Completed:

FM Lantier performed (8) reviews for automatic sprinkler systems, (20) reviews for construction projects, and (4) Photovoltaic/ESS battery systems in the month of September.

Community Risk Reduction/Public Education:

The September Chipper Day was successful with (12) 30-yard dumpsters filled with 153 loads from 56 addresses. Total calculated weight of the event was 120 tons. We saw the heaviest loads coming in by the trailer full, so the year finished strong. To date, the (5) Chipper Events netted a total of 515 tons of vegetation taken off the Peninsula.

AGENDA ITEM 6 – TREASURER’S REPORT

- A. Finance Report**
Director Woodford presented the Finance Report Discussion.

9/9/2021

Balance on Hand Operating (BofA), beginning	\$	122,123.74
Cash Revenue/Deposits	\$	1,039,808.77
Cash Expenditures	\$	(865,113.61)
Net LAIF/CAMP Transfers In/(Out)	\$	(200,000.00)
Balance on Hand Operating (BofA), ending	\$	96,818.90

Transfers to P/R Account	\$	475,000.00
Transfers from LAIF	\$	525,000.00
Transfers to LAIF	\$	250,000.00
Transfers from CAMP	\$	
Transfers to CAMP	\$	

Reserve Balances

Committed Reserves		
Facilities	\$	1,700,000.00
Apparatus	\$	1,105,249.00
PERS UAL	\$	949,194.00
Total Committed Reserves	\$	3,754,443.00
Assigned Reserves		
Equipment	\$	197,335.00
IT	\$	18,021.00
Leasehold	\$	10,951.00
PTO	\$	161,912.00
Total Assigned Reserves	\$	388,219.00
General Operations Reserve	\$	609,951.68
LAIF Ending Balance	\$	4,552,392.68
CAMP Ending Balance	\$	200,221.00
Total Investment Acct Balance	\$	4,752,613.68

Discussion.

AGENDA ITEM 7 – COMMITTEE REPORTS

- A. MERA** – Chief Pearce
MERA beginning construction and working through the timeline with Motorola.
- B. SMEMPS** – Director O'Neill
Nothing to report.

AGENDA ITEM 8 – BOARD OF DIRECTORS

- A. Candidate Interviews**
Board interviewed applicants.
- B. Member Appointment**
Discussion.
M/Woodford, S/O'Donnell to appoint Mark Capell to the Tiburon Fire Protection District Board of Directors.

Executive Assistant Nicole Chaput polls the Board:

O'Neill – Aye
Miller – No
Woodford – Aye
O'Donnell – Aye

C. Appointment of Officers

Discussion. Following normal ascension format, officers for remainder of 2021 are as follows:

President – O'Neill
Vice President – Miller
Secretary – Woodford

M/O'Donnell, S/Woodford to accept appointment of officers in ascension format

Executive Assistant Nicole Chaput polls the Board:

O'Neill – Aye
Miller – Aye
Woodford – Aye
O'Donnell – Aye

D. Board Comments

O'Neill thanked the Board members for the well-intended statements and comments surrounding the new Board member candidates.

AGENDA ITEM 9 – ADJOURNMENT

M/Miller, S/O'Donnell for adjournment.

Executive Assistant Nicole Chaput polls the Board:

O'Neill – Aye
Miller – Aye
Woodford – Aye
O'Donnell – Aye
Meeting adjourned at 1952 hrs.


Cheryl Woodford, Secretary


Tom O'Neill, President

ACRONYM GLOSSARY:

BoA – Bank of America
BOD – Board of Directors
BOS – Board of Supervisors
CAMP – California Asset Management Program
CEPPT – California Employers Pension Prefunding Trust
CERBT – California Employee Retiree Benefit Trust
CEQA – California Environmental Quality Act
COM – County of Marin
EIR – Environmental Impact Report
FAIRA – Fire Agencies Insurance Risk Authority
FASIS – Fire Agencies Self Insurance System
FDAC – Fire Districts Association of California
JPA – Joint Powers Authority/Agreement
LAFCO – Local Agency Formation Commission
LAIF – Local Agency Investment Fund
MCFCA – Marin County Fire Chiefs Association
MCFPO – Marin County Fire Prevention Officers
MCSO – Marin County Sheriff's Office
MERA – Marin Emergency Radio Authority
MOU – Memorandum of Understanding
P/R – Payroll
PV – Photovoltaic
RIC – Rapid Intervention Crew
SEIR - Subsequent Environmental Impact Report
SMEMPS – Southern Marin Emergency Medical Paramedic System
TFPD – Tiburon Fire Protection District
TVFD – Tiburon Volunteer Fire Department
WUI – Wildland Urban Interface

