

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

August 11, 2021

BOD PRESENT: Tom O'Neill, Steve Sears, Robert Miller and Emmett O'Donnell

PRESENT: Chief Richard Pearce and Executive Assistant Nicole Chaput

ABSENT: Cheryl Woodford

AGENDA ITEM 1 – CALL TO ORDER

Vice President Sears called the meeting to order at 1832 hrs.

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

O'Neill – Present at 1834 hours

Miller – Present

Sears – Present

Woodford – Absent

O'Donnell - Present

AGENDA ITEM 2 – CONSENT CALENDAR

A. Approval of Minutes, July 14, 2021

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

Executive Assistant Nicole Chaput polls the Board:

O'Neill – Aye

Miller – Aye

Sears – Aye

Woodford – Absent

O'Donnell – Aye

AGENDA ITEM 3 – COMMUNICATIONS

- Ark article: "Upper Sugarloaf is latest to join national fire-safety program", 7/7/21
- Email from a resident complimenting TFPD paramedics for their assistance on a medical call

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

Administration

Unfortunately, the mask mandate is once again imposed throughout Marin County, out of an abundance of caution toward the safety and well-being of our personnel; we will be closing the station and reverting to telephonic meetings for the duration of this event.

A selection process is underway for the position of Firefighter-Trainee; we have several positions open due to movement in the organization. We have four candidates currently in background and medical evaluations. Chief Pearce anticipates having recommendations at the September Board meeting.

Discussions continue with Pierce and International regarding the resolution of issues with E611, our Type 3 Wildland Engine. Our concerns have been addressed to the highest levels in both organizations. The engine remains out of service but Chief Pearce is optimistic that we will finally resolve these issues. This may take some time but will not affect our operational readiness.

We are working to identify suitable locations to establish a training facility that is conveniently located in the District that allows for the safe and monitored execution of multiple medical, rescue and fire evolutions.

Prevention/CRR Bureau has made excellent progress on vegetation management inspections, home hardening consultations and development of Firewise Communities. Our next Chipper Day will be August 14th and will run through September 11th, the 2nd Saturday of each month.

Chief Pearce will be on vacation from August 18th-30th.

Operations

The District responded to the following calls:

166 calls

Zone 10 – 29

Zone 11 – 45

Zone 12 – 19

Angel Island – 2

Bay Waters – 4

Others – 67

Significant Events:

There were no significant events during the month of July

Out-of-County/Pre-Positioning:

There was one out-of-county/pre-positioning assignment during the month of July

- pre-positioning assignment on 7/18/21

Training - BC Hellyer

Marin County Block Training focused on wildland fire safety and deployment.

EMT training focused on traction splint skills.

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

FF-Trainees Ian Van Metre and Tyler Cole successfully passed Module 1 testing.

LT Mark Newman facilitated fire behavior training in a burn box.

FF/PM Nate Buck is preparing for the Level 1 boat exam.

Personnel with greater than 20 hours of training: FF/PM Nate Buck (28), FF-Tr Tyler Cole (24), FF/PM Dominic Pomilia (20), Capt. Mark Fitzgerald (40), FF Digory McGuire (22), LT Mark Newman (30).

All TFD personnel totaled over 374 hours for the month of July.

BC Hellyer would like to acknowledge LT Mark Newman for facilitating the fire behavior training with the burn boxes.

Logistics/Maintenance - Capt. Fitzgerald for BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- E10 driver mirror found cracked. TFD Personnel replaced with a good used part we had in stock.
- E11 serviced by ALCO.
- E12 driver's side front side code 3 light replaced by TFD Personnel.
- Fire Boat annual haul out completed by KKMI
- M10 oil change and 1 tire replaced by MVCY
- E611 engine management system failed into "fail-Safe Mode" again and the engine will be out of service until the manufacturer can come up with a permanent fix.

Stations:

- Station 10 doors serviced by Door Pros
- One SCBA repaired in-house
- Apparatus bay toilet repaired by TFD personnel.

Prevention - FM Lantier

Permits:

Fire Marshal (FM) Lantier reports \$959.00 billed for the month of July.

Inspections Completed:

Fire Prevention/Community Risk Reduction Bureau staff completed 176 inspections in July. Vegetation Management inspections led the way with (44) done by FPS-Trainee Gerhardt & (93) by FPS Heckler. FPS Heckler completed (9) automatic fire sprinkler inspections, (7) PV/ESS systems inspections, and (5) Re-inspections. FPS-T Gerhardt did (1) PV/ESS inspection. FM Lantier did (2) automatic fire sprinkler inspections.

Plan Reviews Completed:

FM Lantier performed (3) reviews for automatic sprinkler systems, (22) reviews for construction projects, and (12) Photovoltaic/ESS battery systems in the month of July.

Community Risk Reduction/Public Education:

FM Lantier met with a concerned new resident of Tiburon who had previously lived in Mill Valley, along with Emergency Services Coordinator Laurie Nilsen, in response to a request for more information regarding evacuation routes and disaster preparedness. After the meeting, the resident was very vocal on Next Door in appreciation to both agencies being more prepared than he had previously assumed.

The July Chipper Day, which usually is the smallest tonnage of the 5 events, proved to be so with 108 loads from 51 addresses, with roughly 36 tons removed in (6) 40-yard containers.

Caltrans also added 10 tons officially to the total haul for the month.

FM Lantier and FPS-Tr Gerhardt met with a new coalition of Marin Open Space Staff, Landmarks Society Staff and volunteers, and various experts to launch the Old St. Hilary's Preserve Environmentally Sound Practices (ESP) Group. This group intends to work together to meet both environmentally sound practices for protection of the flora, fauna and structure in Old Hilary's preserve while maintaining a committed Defensible Space approach to comply with further restrictive non-combustible zones passed by the state. Using the Marin ESP document, published in May, this coalition is the first of its kind that works with County agencies, private landowners and fire officials to approach conservation to be in step with fire requirements in order to protect federal, state and locally protected species while cutting native grasses in the Spring rather than Fall in order for habitat to remain intact while providing defensible space to the newly added National Register of Historic Places, Old St. Hilary's Church.

AGENDA ITEM 6 – TREASURER'S REPORT

- A. Finance Report
Director O'Donnell presented the Finance Report Discussion.

7/15/2021

Balance on Hand Operating (BofA), beginning	\$	125,860.52
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Cash Revenue/Deposits	\$	195,537.15
Cash Expenditures	\$	(99,758.32)
Net LAIF/CAMP Transfers In/(Out)	\$	(5,000.00)
Balance on Hand Operating (BofA), ending	\$	216,639.35

Transfers to P/R Account	\$	70,000.00
Transfers from LAIF	\$	65,000.00
Transfers to LAIF	\$	
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 \$ **1,884,934.53**

LAIF Ending Balance	\$	5,827,392.68
CAMP Ending Balance	\$	200,203.85
Total Investment Acct Balance	\$	6,027,596.53

Discussion.

- B. Approval of Warrants and Payroll
M/Miller, S/Sears to approve payroll in the amount of \$464,785.00 and warrants in the amount of \$439,655.26.
Executive Assistant Nicole Chaput polls the Board:
O'Neill – Aye
Miller – Aye
Sears – Aye
Woodford – Absent
O'Donnell – Aye

AGENDA ITEM 7 – COMMITTEE REPORTS

- A. **MERA** – Chief Pearce
MERA site construction has commenced with an anticipated November 2021 completion date for 6 of the sites. Assistance to Firefighters Grant mobile and portable radio installations for fire agencies continues to move forward.
- B. **SMEMPS** – Director O'Neill
SMEMPS Board met August 4, 2021. The Final Budget FY 2021-22 was approved and the ambulance study/trial was discussed.

AGENDA ITEM 8 – BOARD COMMENTS

No comments.

AGENDA ITEM 9 – ADJOURNMENT

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

Executive Assistant Nicole Chaput polls the Board:

O'Neill – Aye

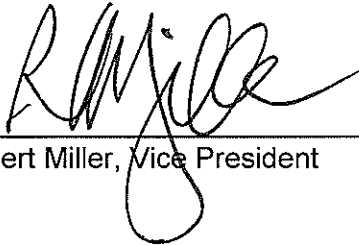
Miller – Aye

Sears – Aye

Woodford – Absent

O'Donnell – Aye

Meeting adjourned at 1846 hrs.



Robert Miller, Vice President



Tom O'Neill, President

ACRONYM GLOSSARY:

BoA – Bank of America

BOD – Board of Directors

BOS – Board of Supervisors

CAMP – California Asset Management Program

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

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