

## **TIBURON FIRE PROTECTION DISTRICT**

Board of Directors Meeting

January 12, 2022

BOD PRESENT: Robert Miller, Cheryl Woodford, Emmett O'Donnell and Mark Capell

PRESENT: Chief Richard Pearce, Executive Assistant Nicole Chaput and Shayne Jones from The Ark newspaper

ABSENT:

### **AGENDA ITEM 1 – CALL TO ORDER**

President Miller called the meeting to order at 1832 hrs.

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

Miller – Present

Woodford – Present

O'Donnell – Present

Capell – Present

### **AGENDA ITEM 2 – CONSENT CALENDAR**

- A. Approval of Minutes, December 8, 2021
- B. Communications
- C. Warrants and Payroll
- D. Resolution #2022-01 through #2022-03, recognition acknowledgements
- E. Recognition Resolution #2022-04, 12 years of service - Board member Tom O'Neill
- F. Adoption of Resolution #2022-05, Allowing for Continued Remote Public Meetings Under State Assembly Bill 361
- G. Resolution #2022-06, Proclamation of Community Risk Reduction Week, January 17<sup>th</sup>-23<sup>rd</sup>, 2022
- H. Declaration of Surplus Equipment

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

**Executive Assistant Nicole Chaput polls the Board:**

Miller – Aye

Woodford – Aye

O'Donnell – Aye

Capell – Aye

### **AGENDA ITEM 3 – BOARD MEMBER SELECTION**

- A. Process to fill vacancy  
Discussion.

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

**Executive Assistant Nicole Chaput polls the Board:**

Miller – Aye  
 Woodford – Aye  
 O'Donnell – Aye  
 Capell – Aye

#### AGENDA ITEM 4 – PUBLIC OPEN TIME

President Miller 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 Covid pandemic continues! The Omicron variant now represents more than 90% of all new cases. While proving to be more contagious, its symptoms are milder and less debilitating. We have experienced several cases amongst our staff, all are doing well and there have been no reportable impacts to our operations. There is a push for booster vaccines and mask mandates are being reinstated. The State of Emergency signed by Governor Newsom (AB 361) remains in place and we will continue to monitor these developments and have appropriate recommendations. At this time, the Board will be meeting via teleconference.

The process to fill the Board position vacated by Tom O'Neill has commenced. Chief Pearce heard from one interested candidate who interviewed for the last vacancy on the Board. Chief recommends the Board consider this candidate and fill the position available later in the meeting. Additionally, we are conducting a selection process for the position of Firefighter-Trainee due to anticipated movement in the organization and will have recommendations for the March Board meeting

Finally, 2021 was another difficult year for us. We experienced some high profile retirements throughout the year and filled these positions with care and quality replacements. Chief Pearce appreciates the many contributions that are made every day and feels very fortunate to have such a committed group of professionals moving the organization forward.

#### **Operations**

The District responded to the following calls:

170 calls  
 Zone 10 – 34  
 Zone 11 – 45  
 Zone 12 – 21  
 Angel Island – 0  
 Bay Waters – 2  
 Others – 68

#### **Significant Events:**

There were no significant events during the month of December.

#### **Out-of-County/Pre-Positioning:**

No out-of-county/pre-positioning assignments during the month of December.

**Training - BC Hellyer**

Marin County Block Training is focusing on Officer Development.

EMT training this month is recertifying everyone in CPR through the American Health Organization. Our CPR instructors are FF/PMs Nate Buck, Martin Siragusa, Chris May and Dominic Pomilia.

Our monthly EMS training with Dr. Bason-Mitchell focused on airway emergencies and getting in service on a new device, the IGEL.

All the new trainees are signed off as ambulance drivers and are operating in that capacity.

All personnel are learning the new scheduling program Vector Scheduling.

FF/PMs Nate Buck, Dominic Pomilia and Matt Wilson have started Level 2 boat operations.

FF/Tr Ian Van Metre went through the 40-hour large boat rescue class.

Firefighter-Trainees Ian Van Metre and Tyler Cole have successfully completed the module 2 testing.

Personnel with greater than 30 hours of training: FF/PM Martin Siragusa (24), FF/PM Omar Bell (75), FF Digory McGuire (25), FF/PM Chris May (49), FF/T Tyler Cole (20), FF/T Dalton Locke (22), FF/PM Ian Van Metre (32), Lt Mark Newman (40) and FF Grant Eules (30), Capt. Mark Fitzgerald (23), FF/PM Matt Wilson (22), Lt. Travis Terrell (25), Jeremiah Mahan (22) and Capt. Daniel Elkington (52).

Total hours of training for December = 405.

**Logistics/Maintenance - BC Jackson**

Routine monthly maintenance performed.

**Apparatus/Equipment:**

- E12 #2 cross lay and LDH discharge ball valves replaced by TFD personnel.
- Fireboat port side block heater diagnosed as failed. Part has been ordered.

**Stations:**

- Station 11 upstairs dryer repair completed by TFD personnel. The new support wheels failed from misalignment and had to be replaced a second time.
- Station 11 furnace filters replaced By TFD personnel.

### **Prevention - FM Lantier**

#### **Permits:**

Fire Marshal (FM) Lantier reports \$137.00 billed for the month of December.

#### **Inspections Completed:**

Fire Prevention/Community Risk Reduction Bureau staff completed 28 inspections in December. Annual apartment re-inspections finished up with (4) completed by FPS-Tr Gerhardt along with (2) Defensible Space Evaluations, (5) Re-inspections, (1) PV-ESS system installation. FPS Heckler inspected (7) Fire Sprinkler system installations, (6) PV/Emergency Back-up power inspections with (3) reinspections.

#### **Plan Reviews Completed:**

FM Lantier performed (1) review for automatic sprinkler systems, (17) Development Plan Reviews and (13) PV/ESS System Installation reviews. FPS Heckler completed his first Building Permit review and will be transitioning into the Plan Review process in 2022.

#### **Community Risk Reduction/Public Education:**

FM Lantier attended the Marin Ops & Training Chief's meeting on behalf of MCFIT, as well as the monthly FPO meeting.

Congratulations are in order for FPS-Tr Jessee Gerhardt. Jessee completed his State Fire Marshal Task Book for certification as a Level 1 Fire Inspector, which was a 14-month process of vigorous inspections amongst numerous occupancy classifications.

### **2021: TFPD Year-End Summary**

The District responded to 2,127 calls in 2022 (2020 = 1,633)

Zone 10 – 360

Zone 11 – 551

Zone 12 – 244

Angel Island – 12

Bay Waters – 29

Others – 931

### **Out-of-County/Pre-Positioning Responses:**

**JANUARY** - One pre-positioning assignment

**JULY** - One pre-positioning assignment

**AUGUST** - Dixie Fire; Cache Fire; Caldor Fire

**SEPTEMBER** – Windy Fire; Fawn Fire

**Fireboat Responses:**

Fireboat Tiburon had 46 responses including medical aids, USCG assists, rescues and vessel assists in multiple zones

**Significant Events:**

8 significant events including, but not limited to, cardiac arrests, traumatic injuries, fires, storms and vehicle collisions

**Fire Losses:**

There were 2 fire incidents that resulted in losses in 2021

Incidents: building fire (\$2,000,000.00) & vehicle into residence (\$250,000.00)

Sum of 2021 Loss: \$2,250,000.00

- B. Form 700, Statement of Economic Interests and AB 1234 Ethics Training for BOD Discussion.

AGENDA ITEM 6 – TREASURER’S REPORT

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

12/9/2021

<b>Balance on Hand Operating (BofA), beginning</b>	\$	119,126.36
Cash Revenue/Deposits	\$	3,985,610.83
Cash Expenditures	\$	(94,748.98)
Net LAIF/CAMP Transfers In/(Out)	\$	(3,935,000.00)
<b>Balance on Hand Operating (BofA), ending</b>	\$	74,988.21
Transfers to P/R Account	\$	665,000.00
Transfers from LAIF	\$	130,000.00
Transfers to LAIF	\$	3,400,000.00
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
<b>Total Committed Reserves</b>	<b>\$ 3,754,443.00</b>
Assigned Reserves	
Equipment	\$ 197,335.00
IT	\$ 18,021.00
Leasehold	\$ 10,951.00
PTO	\$ 161,912.00
<b>Total Assigned Reserves</b>	<b>\$ 388,219.00</b>
<b>General Operations Reserve</b>	<b>\$ 2,693,511.68</b>
LAIF Ending Balance	\$ 6,635,927.09
CAMP Ending Balance	\$ 200,246.59
<b>Total Investment Acct Balance</b>	<b>\$ 6,836,173.68</b>
Discussion.	

**AGENDA ITEM 7 – COMMITTEE REPORTS****A. MERA – Chief Pearce**

MERA putting together additional bid packages, reviewing leases and completion of some of the original sites. Progress continues amidst Covid setbacks.

**B. S MEMPS – Chief Pearce**

Next S MEMPS Board meeting will be February 2, 2022.

**AGENDA ITEM 8 – BOARD OF DIRECTORS****A. Candidate Interviews**

One applicant applied for the open position on the Tiburon Fire Protection District Board. This applicant interviewed at the October regular meeting of the Board and the current Board members felt there was no need to interview the candidate again due to his previous answers and successful interview.

**B. Member Appointment**

Discussion.

M/O'Donnell, S/Capell to appoint Rick Jones to the Tiburon Fire Protection District Board of Directors.

**Executive Assistant Nicole Chaput polls the Board:**

Miller – Aye

Woodford – Aye

O'Donnell – Aye

Capell – Aye

**C. Committee Assignments**

Discussion. Committee Assignments for 2022 are as follows:

S MEMPS – Miller

Finance – Woodford and Capell

Personnel – O'Donnell and Jones

M/O'Donnell, S/Capell to accept committee assignments as discussed.

**Executive Assistant Nicole Chaput polls the Board:**

Miller – Aye

Woodford – Aye

O'Donnell – Aye

Capell – Aye

**D. Board Comments**

No comments.

**AGENDA ITEM 9 – ADJOURNMENT**

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

**Executive Assistant Nicole Chaput polls the Board:**

Miller – Aye

Woodford – Aye

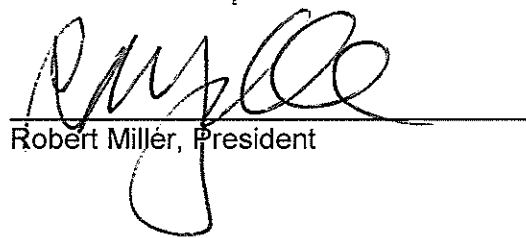
O'Donnell – Aye

Capell – Aye

Meeting adjourned at 1859 hrs.



Emmett O'Donnell, Secretary

  
Robert Miller, 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

