

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

December 8, 2021

BOD PRESENT: Tom O'Neill, Robert Miller, Emmett O'Donnell and Mark Capell

PRESENT: Chief Richard Pearce and Executive Assistant Nicole Chaput

ABSENT: Cheryl Woodford

AGENDA ITEM 1 – CALL TO ORDER

President O'Neill called the meeting to order at 1834 hrs.

AGENDA ITEM 2 – CONSENT CALENDAR

A. Approval of Minutes, December 8, 2021

B. Communications

C. Warrants and Payroll

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

Vote: All Aye

Absent: Woodford

AGENDA ITEM 3 – PUBLIC OPEN TIME

President O'Neill opened the floor to the public. No public present.

AGENDA ITEM 4 – CHIEF'S REPORT

A. Monthly Report – Chief Pearce

The Covid pandemic continues with new variants and a push for booster vaccines while mask mandates are being reevaluated. 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.

Directors Woodford and Capell met with staff and representatives of Sperry Capital to review funding options for our facility initiatives. We have preliminary design and site plans on the replacement of Fire Station 10 and necessary repairs at Fire Station 11. Due to building and construction cost estimates, we paused these efforts temporarily to monitor these trends to the greatest advantage of the District.

The District is transitioning to Vector Solutions; a cloud based tracking system for our scheduling, maintenance and training needs. We anticipate having this ready for the New Year.

We will be having both a strategic and a long-range planning meeting in the first quarter of 2022 ahead of our budgeting process.

Operations

The District responded to the following calls:

199 calls

Zone 10 – 28

Zone 11 – 53
Zone 12 – 23
Angel Island – 1
Bay Waters – 1
Others – 93

Significant Events:

There were no significant events during the month of November.

Out-of-County/Pre-Positioning:

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

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 suicide attempts and how to treat these patients.

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.

All personnel completed the mandatory 4-hour hazardous materials online course.

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

Lieutenants Daniel Elkington and Mark Newman completed a 1-week acting Battalion Chief course.

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 November is 604.

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- A11 (Angel Island Medic Unit) was brought off the island and serviced/inspected by D&K Auto in Corte Madera. It was returned to Angel Island and is back in service.
- B11 serviced and inspected by D&K Auto in Corte Madera.
- E11 front suction intake electric valve replaced by TF personnel with part ordered from Golden State Fire Apparatus. Brandon Tire (we had to purchase Goodyear Tires, as Michelin Tires were not available due to supply chain issues replaced all 6 tires. Goodyear tires are great but we have found they do not last as long as the Michelins).
- Fireboat starboard engine fuel lines have been cleaned and the intermittent stall condition of that engine appears to be solved.
- M10 rear door latch repaired by TFD personnel. Mill Valley Corp Yard repaired an exhaust leak, driver side ground lights and headlight also repaired.
- All SCBA bottles were hydro tested (5-year required test).

Stations:

- Station 11 upstairs dryer repair completed by TFD personnel. All 4-drum support bearings needed replacing.
- Station 11 SCBA Compressor has been ordered for Station 11 SCBA Fill Station. Old compressor failed and Bauer Compressors advised the manufacturer had stopped making parts for our model 20 years ago.

Prevention - FM Lantier

Permits:

Fire Marshal (FM) Lantier reports \$425.00 billed for the month of November.

Inspections Completed:

Fire Prevention/Community Risk Reduction Bureau staff completed 118 inspections in November. Annual apartment inspections led the way with (22) completed by FPS-Tr Gerhardt & (25) by FPS Heckler. FP staff inspected (8) Fire Sprinkler system installations, (2) Fire District Final inspections, (6) PV/Emergency Back-up power inspections, (10) Vegetation Management evaluations with 12 reinspections.

Plan Reviews Completed:

FM Lantier performed (2) reviews for automatic sprinkler systems. (1) tent review was performed by FPS-Tr Gerhardt. FM Lantier also did (19) reviews for construction projects and (11) Photovoltaic/ESS battery systems in the month of November.

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. Staff also attended the Fire Safe Marin Board meeting. FM Lantier presented a short update to the Tiburon Parks, Open Space and Trails Commission on the progress for fire prevention in Open Space.

AGENDA ITEM 5 – TREASURER'S REPORT

A. Finance Report

Director O'Donnell presented the Finance Report

11/12/2021

Balance on Hand Operating (BofA), beginning	\$	(12,931.36)
Cash Revenue/Deposits	\$	162,393.15
Cash Expenditures	\$	(115,335.43)
Net LAIF/CAMP Transfers In/(Out)	\$	85,000.00
Balance on Hand Operating (BofA), ending	\$	119,126.36

Transfers to P/R Account	\$	585,000.00
Transfers from LAIF	\$	670,000.00
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	\$	(576,505.21)
LAIF Ending Balance	\$	3,365,927.09
CAMP Ending Balance	\$	200,229.70
Total Investment Acct Balance	\$	3,566,156.79

Discussion.

B. GASB 75 CERBT/CEPPT Updates

Discussion.

C. Acceptance of AFCR/Audit Submission

Discussion.

M/Miller, S/Capell to accept AFCR/Audit Submission

Vote: All Aye

Absent: Woodford

D. Facilities Financing

Discussion.

M/Capell, S/O'Donnell to approve Sperry Capital proposal for facilities financing

Vote: All Aye

Absent: Woodford

AGENDA ITEM 6 – COMMITTEE REPORTS

- A. **NERA** – Chief Pearce
NERA site construction underway. Bid package #2 will be released 2022. Training committee is up and running and co-chaired by fire and law agencies. Over the air programming using Wi-Fi connectivity will prove to be cost effective
- B. **SMEMPS** – Director O’Neill
Nothing to report.

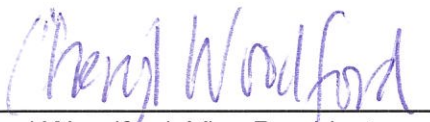
AGENDA ITEM 7 – BOARD

- A. Election of Officers 2022
Discussion.
Officers:
President – Miller
Vice President – Woodford
Secretary – O’Donnell
M/O’Donnell, S/Capell for election of Officers 2022 in ascension format
Vote: All Aye
Absent: Woodford

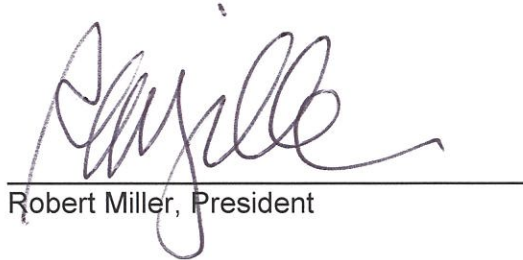
Director O’Neill announced his resignation from the TFPD BOD and that this is his last meeting. O’Neill stated what an honor and privilege it was to serve on the Board for 12 years. Chief Pearce presented Director O’Neill with his recognition of service plaque.

AGENDA ITEM 8 – ADJOURNMENT

M/Miller, S/O’Donnell for adjournment.
Vote: All Aye
Absent: Woodford
Meeting adjourned at 1912 hrs.



Cheryl Woodford, Vice President



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