

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

February 9, 2022

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

PRESENT: Chief Richard Pearce and Executive Assistant Nicole Chaput

ABSENT:

AGENDA ITEM 1 – CALL TO ORDER

President Miller called the meeting to order at 1830 hrs.

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

Miller – Present
Woodford – Present
O'Donnell – Present
Capell – Present
Jones – Present

AGENDA ITEM 2 – BOARD OF DIRECTORS

- A. Oath of Office – Richard Jones**
Chief Pearce administered the Oath of Office to Director Jones.

AGENDA ITEM 3 – 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 17th-23rd, 2022
H. Declaration of Surplus Equipment

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

Executive Assistant Nicole Chaput polls the Board:

Miller – Aye
Woodford – Aye
O'Donnell – Aye
Capell – Aye
Jones – 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! We are currently monitoring the development of Health Orders from the County, State and Federal officials. While there appears to be substantial disparity among these orders, we are doing our very best to meet our needs for operational readiness and the health and safety of our personnel and constituents. We will remain vigilant in promoting the best practices with the Omicron variant and its successors. 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.

As you know, there was a Tsunami Advisory on Saturday, January 15th, in the early morning hours. The nature of the Submarine Volcano that caused the event was outside the normal tracking mechanisms for NOAA and other reporting agencies. Our notifications to alert the constituents via siren, Nixle, Nextoor and SNAP Radio 840 were timely and provided ample time for appropriate response. The Town, City and District conducted an after action critique and will have recommendations in the near future.

We have three FF/Trainees in background investigations with a planned start date for mid-March.

Chief Pearce thanked everyone for extraordinary efforts and support through these difficult times.

Operations

The District responded to the following calls:

- 167 calls
- Zone 10 – 29
- Zone 11 – 44
- Zone 12 – 16
- Angel Island – 0
- Bay Waters – 2
- Others – 76

Significant Events:

There was one significant event during the month of January:

- Tsunami Advisory up-staffing

Out-of-County/Pre-Positioning:

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

Training - BC Hellyer

Marin County Block Training is focusing on Officer Development and simulation training.

EMT training this month focused on behavioral health, overdose patients and Narcan administration.

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

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.

Lt. Bonfigli went through a train-the-trainer behavioral health class to be a resource for District employees.

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

Personnel with greater than 20 hours of training: FF/PM Martin Siragusa (24), FF/Tr Gary Travis (20), FF/PM Dominic Pomilia (22), FF/Tr Tyler Cole (26), FF/Tr Dalton Locke (22), LT Mark Newman (23), FF Grant Euleess (49), FF/PM Matt Wilson (25), LT Dean Bonfigli (21), and Capt. Daniel Elkington (30).

Total training hours for January = 410.

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- C11 (Ford Expedition) leaking heater hose assembly replaced by R&S Service
- E12 (2005E) remaining 2 leaking ball valves replaced by TFD personnel. Pump shift mechanism taken apart, cleaned and lubricated by TFD personnel.
- E611 (2019W/L) suffered another critical drivability failure on its way to Alameda County Garage for service. This unit has since been transported to Riverview International Trucks in Sacramento. Chief Pearce is working with Pierce and International/Navistar for a positive solution.
- E612 (2005W/L) had its annual service completed at Alameda County Garage, including pump and opacity testing. They also replaced a broken driver's side mirror mount.
- M10 had an oil service and one tire replaced at Mill Valley Corp Yard. The Kenwood Mobile Radio was repaired by Marin County Radio Shop.

Stations:

- Station 11 conference room chairs were replaced
- Station 11 had an annual Terminix inspection for termites as part of our ongoing coverage and warranty from the 2020 tenting of the building.

Prevention - FM Lantier

Permits:

Fire Marshal (FM) Lantier reports \$1,983.00 billed for the month of January.

Inspections Completed:

January is still an active month for inspections. Staff completed 20 in total, with sprinkler systems and PV/ESS systems being 16 of those. (4) annual inspections were completed

in accordance with SB 1205 and staff is on track to complete all annual inspections required by the Office of the State Fire Marshal (OSFM) by fiscal year end.

Plan Reviews Completed:

FM Lantier performed (3) reviews for automatic sprinkler systems, (21) Development Plan reviews and (11) PV/ESS system installation reviews. (3) Vegetation Management Plans were also completed. 2 large development projects are beginning again, the Alta Robles Subdivision (3825 Paradise Drive- 52 Acres- 14 Single Family Residences) and Belvedere's Mallard Pointe (1 Mallard Road- demo 22 units for 42 new units).

Community Risk Reduction/Public Education:

Staff initiated the Community Risk Reduction Week on Nextdoor, which also coincided with the Tsunami Advisory.

FPS Heckler and FPS-Tr Gerhardt participated in the Fire Investigation 1A class during the week of January 17th-20th.

AGENDA ITEM 6 – TREASURER'S REPORT

A. Finance Report

Director Woodford presented the Finance Report Discussion.

1/13/2022

Balance on Hand Operating (BofA), beginning	\$	74,988.21
Cash Revenue/Deposits	\$	602,377.70
Cash Expenditures	\$	(48,288.23)
Net LAIF/CAMP Transfers In/(Out)	\$	(575,000.00)
Balance on Hand Operating (BofA), ending	\$	54,077.68
Transfers to P/R Account	\$	755,000.00
Transfers from LAIF	\$	
Transfers to LAIF	\$	
Transfers from CAMP	\$	
Transfers to CAMP	\$	
Reserve Balances		
Committed Reserves		
Facilities	\$	2,350,000.00
Apparatus	\$	1,412,298.00
PERS UAL	\$	
Total Committed Reserves	\$	3,762,298.00
Assigned Reserves		
Equipment	\$	198,320.00
IT	\$	70,476.00
Leasehold	\$	
PTO	\$	287,242.00
Total Assigned Reserves	\$	556,038.00

General Operations Reserve	\$	2,520,549.60
LAIF Ending Balance	\$	6,638,630.32
CAMP Ending Balance	\$	200,255.28
Total Investment Acct Balance	\$	6,838,885.60

Discussion.

AGENDA ITEM 7 – COMMITTEE REPORTS

A. MERA – Chief Pearce

MERA continues progress with Bid Packages #1, #1A and #2. The Tiburon site is completed. There were unexpected delays due to Covid but the legacy system is holding up well with great coverage and without failure as the Next Gen project continues to move forward.

B. S MEMPS – President Miller

After attending his first S MEMPS meeting, President Miller gave a brief background on the JPA for the newest member of the Board. President Miller praised the TFPD Fire Chief, Finance Officer and Executive Assistant for their work for S MEMPS. 2021/22 Mid-Year Budget Revisions/Recommendations were approved at the February 2, 2022. The Covid supply chain delays and issues for equipment and apparatus deliveries has made an impact on the agencies; Marin County has been keeping up with distributing medical supplies and Covid rapid tests as inventory allows. Chief Pearce stated that the ambulance trial period ended January 31, 2022 and the outcomes and impacts of this study are being evaluated and will be presented to the Board.

AGENDA ITEM 8 – BOARD OF DIRECTORS

Chief Pearce mentioned the cancer screening study. More information to follow.

AGENDA ITEM 9 – ADJOURNMENT

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

Executive Assistant Nicole Chaput polls the Board:

Miller – Aye

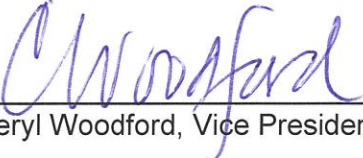
Woodford – Aye

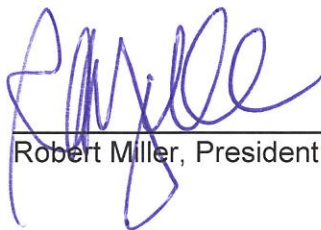
O'Donnell – Aye

Capell – Aye

Jones – Aye

Meeting adjourned at 1855 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
SMEPMS – Southern Marin Emergency Medical Paramedic System
TFPD – Tiburon Fire Protection District
TVFD – Tiburon Volunteer Fire Department
WUI – Wildland Urban Interface