

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

March 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 – CONSENT CALENDAR

- A. Approval of Minutes, February 9, 2022
- B. Communications
- C. Warrants and Payroll
- D. Adoption of Resolution #2022-07, Allowing for Continued Remote Public Meetings Under State Assembly Bill 361
- E. Adoption of Resolution #2022-08, Delegating Authority Regarding Disability Determination for Local Safety Members
- F. Approve Step Raise – Captain/Paramedic Mark Fitzgerald, Range 404, Step #2, \$10,385/month, effective March 16, 2022
- G. Ratify Step Raise – Firefighter/Paramedic Martin Siragusa, Range 401, Step #3, \$8,133/month, effective March 1, 2022
- H. Ratify Step Raise – Fire Prevention Specialist Django Heckler, Range 40, Step #3, \$8,133/month, effective March 1, 2022

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

Jones – Aye

AGENDA ITEM 3 – 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 4 – CHIEF’S REPORT**A. Monthly Report – Chief Pearce**

The Covid pandemic continues! We are currently under a new Health Order from the County, State and Federal officials. There is substantial disparity among these orders, which we are trying to reconcile and comply with while maintaining 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) which allows for remote meetings will expire March 31, 2022. This remains a very dynamic process and we will continue to monitor these developments and have appropriate recommendations. At this time, the April Board meeting Board will be in person.

As we discussed last month, we continue to work closely with Pierce Manufacturing and International Harvester on resolving the issues with our Type 3 wildland engine. This apparatus has been plagued with problems since delivery. We are pushing back very hard and Chief Pearce anticipates a resolution soon.

We have received a preliminary report from Sperry Capital on the funding of a new fire station at Trestle Glen. Additional work continues on the best options for the District moving forward. Borrowing, secured by property tax levy, together with the established facilities reserves, will be sufficient to fund the fire station at a cost of \$5,700,000.00.

We have three FF/Trainees in background investigations with a start date for April 4, 2022. The FF/Trainees will participate in a 2-week in-house academy before being assigned to a shift.

Thanks to everyone for your continued efforts and patience through these difficult times.

Operations

The District responded to the following calls:

162 calls

Zone 10 – 21

Zone 11 – 53

Zone 12 – 19

Angel Island – 1

Bay Waters – 1

Others – 67

Significant Events:

There were no significant events during the month of February

Out-of-County/Pre-Positioning:

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

Training - BC Hellyer

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

EMT training this month focused on learning the updated policy changes.

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

We hosted an online class that focused on building fire simulations on a program called Sims U Share. LTs Bonfigli, Newman and Terrell attended the class.

FF/PM Matt Wilson has completed his Level 2 boat operator task book and successfully passed the test.

Capt. Elkington and FF/PM Buck instructed a swimmer class preparing our rescue swimmers for our annual swim test.

TFD participated in a Smart Train orientation and discussion about potential emergencies on the train.

FF/PM Matt Wilson is attending the complete HAZMAT series of classes and will participate with the Marin HAZMAT team upon completion.

Personnel with greater than 20 hours of training: FF/PM Chris May (25), FF/Tr Gary Travis (29), FF/Tr Jerimiah Mahan (20), FF/Tr Tyler Cole (22), FF/Tr Dalton Locke (22), LT Mark Newman (26), FF Grant Euleess (49), FF/PM Matt Wilson (39), LT Travis Terrell (26), and Capt. Daniel Elkington (29).

Total training hours for January = 436.

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- Angel Island ambulance shore power rewired by TFD personnel (with permission from Angel Island State Park), 3 new Interstate Batteries installed and new shore power cord (from outlet to ambulance) purchased to eliminate vehicle tripping GFCI outlet and having a dead battery condition.
- E10 headset ear pads replaced by TFD personnel.
- E12 air leak, pump shift cable and brake lights non-operational diagnosed and repaired by TFD personnel.
- SCBA Annual Test completed by Allstar Fire Equipment.
- Gas Monitors recalibrated by TFD personnel.

Stations:

- Station 11 Engine room floor crack repaired by TFD personnel.
- Station 11 bad fluorescent light fixture replaced in rear turnout storage room with new LED fixture.

Prevention - FM Lantier**Permits:**

Fire Marshal (FM) Lantier reports \$4,272.00 billed for the month of February.

Inspections Completed:

FPS Heckler performed (6) annual inspections, (9) fire sprinkler system inspections, (4) solar/battery backup system inspections and re-inspections. FPS-Tr Gerhardt was assigned special projects of scanning plans into our database, but also performed (5) annual inspections and (1) vegetation assessment.

Plan Reviews Completed:

FM Lantier performed (2) reviews for automatic sprinkler systems, (15) development plan reviews and (4) PV/ESS system installation reviews. (3) Vegetation Management Plans were also completed.

Community Risk Reduction/Public Education:

FPS-Tr Gerhardt hung a new banner on Station 11, "Fire Season is Fast Approaching - Are You Ready?" to begin our efforts to remind our constituents that efforts should begin to prepare for wildfire. FM Lantier is now collaborating with the Town of Tiburon Communications Team for monthly Fire Prevention messaging. FM Lantier attended the monthly FPO meeting.

AGENDA ITEM 5 – TREASURER’S REPORT**A. Finance Report**

Director Woodford presented the Finance Report Discussion.

2/10/2022

Balance on Hand Operating (BofA), beginning	\$	54,077.68
Cash Revenue/Deposits	\$	832,758.60
Cash Expenditures	\$	(147,417.66)
Net LAIF/CAMP Transfers In/(Out)	\$	(675,000.00)
Balance on Hand Operating (BofA), ending	\$	64,418.62
Transfers to P/R Account	\$	660,000.00
Transfers from LAIF	\$	285,000.00
Transfers to LAIF	\$	
Transfers from CAMP	\$	
Transfers to CAMP	\$	300,000.00
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	\$	<u>287,242.00</u>
Total Assigned Reserves	\$	556,038.00
General Operations Reserve	\$	2,535,567.12
LAIF Ending Balance	\$	6,353,630.32
CAMP Ending Balance	\$	<u>500,272.80</u>
Total Investment Acct Balance	\$	6,853,903.12
Discussion.		

AGENDA ITEM 6 – COMMITTEE REPORTS

A. MERA – Chief Pearce

MERA site progress continues with 9 of 18 packages out to bid. 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

Nothing to report.

AGENDA ITEM 7 – BOARD OF DIRECTORS

Discussion on Resolution #2022-08. Discussion on exploring an optional cancer screening for staff in additional to the annual physicals.

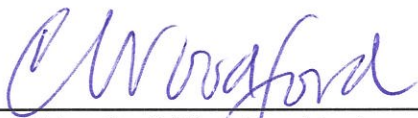
AGENDA ITEM 8 – ADJOURNMENT

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

Executive Assistant Nicole Chaput polls the Board:

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

Meeting adjourned at 1927 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