

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

April 13, 2022

BOD PRESENT: Robert Miller, Cheryl Woodford, Mark Capell and
Richard Jones

PRESENT: Chief Richard Pearce and Executive Assistant Nicole Chaput

ABSENT: Emmett O'Donnell

AGENDA ITEM 1 – CALL TO ORDER

President Miller called the meeting to order at 1834 hrs.

Executive Assistant Nicole Chaput conducts roll call due to hybrid meeting conducted via teleconferencing as well as in-person:

Miller – Present

Woodford – Present

O'Donnell – Absent

Capell – Present

Jones – Present

AGENDA ITEM 2 – CONSENT CALENDAR

A. Approval of Minutes, March 9, 2022

B. Communications

C. Warrants and Payroll

D. Adoption of Resolution #2022-09, Allowing for Continued Remote Public Meetings Under State Assembly Bill 361

E. Ratify Step Raise – Lieutenant Travis Terrell, Range 403, Step #2, \$9,697/month, effective March 16, 2022

M/Woodford, S/Jones to approve Consent Calendar Items

Executive Assistant Nicole Chaput polls the Board:

Miller – Aye

Woodford – Aye

O'Donnell – Absent

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! A new Omicron variant has been identified resulting in new cases. This remains a very dynamic process and Chief Pearce is very pleased with

the way the organization has responded during this difficult time. We will continue to monitor these developments and have appropriate recommendations.

Our annual physicals were completed with On Duty Health. Each member received a battery of tests including, blood, physical capacity, strength, stress, and ultrasound followed by an exam and review with a medical practitioner. This program was implemented several years ago and has been embraced by the members and proven beneficial to the overall health and fitness of the organization.

Discussions continue 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.

The next steps on the Station 10 Project include a meeting between Sperry Capital and LCA Architects to review the project and establish a funding timeline and best utilization in resources. Additionally, we are developing a presentation on the history and modifications of the station through the years and the necessity for its replacement.

We have three FF/Trainees participating in a 2-week in-house academy from April 4th through April 14th, 2022 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: 178 calls

Zone 10 – 30

Zone 11 – 44

Zone 12 – 19

Angel Island – 0

Bay Waters – 1

Others – 84

Significant Events:

There was one significant event during the month of March.

- Fatal gunshot wound - MCFD jurisdiction

Out-of-County/Pre-Positioning:

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

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.

In our monthly EMS training, we were able to go to a lab and practice lifesaving skills on human cadavers.

We were fortunate the residents of 43 Cliff allowed us to use their house for structure fire training. All three shifts were able to get full days of training on the structure.

FF/PMs Dominic Pomilia and Nate Buck are close to becoming Level 2 Boat Operators. Lt. Mark Newman and FF/PM Chris May are close to completion of the Level 1 boat operator program.

Capt. Elkington and FF/PM Buck instructed a swimmer class preparing our rescue swimmers for our annual swim test. The rescue swimmer class started 3/28 and we have 3 participants FF- Trainees Gary Travis, Carlos Berlanga and Jeremiah Mahan. FF/PM Buck is one of the main instructors.

All shifts focused on the newly developed Corinthian Island response plan. The island creates many challenges for fire apparatus access and Capt. Mark Fitzgerald updated the plan for all shifts to review and adopt.

Battalion Chief Steve Ardigo, Fire Marshal Mike Lantier and myself attended the annual Marin County Fire Chiefs planning meeting.

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 (20), FF/Tr Gary Travis (45), FF/Tr Jeremiah Mahan (40), FF/Tr Tyler Cole (22), FF/Tr Dalton Locke (20), Lt. Mark Newman (25), FF/Tr Carlos Berlanga (49), FF/PM Matt Wilson (88), Lt. Travis Terrell (26), and Capt. Daniel Elkington (42).

Total training hours for March = 464

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- E11 sent to ALCO Garage to diagnose warning lights for transmission/airbags. Found to be faulty warnings and reset. TFD personnel replaced the 4th person headset.
- E12 was found to have a significant power steering system leak and was taken to Diego's for diagnosis. Diego's was able to get the engine drivable and it was taken to ALCO Garage for repair. TFD personnel diagnosed a no brake light condition as a faulty module and a new one was ordered. Faulty module swapped with a temporary one to get the brake lights operational in the interim.
- Fireboat engine hatch gaskets re-glued by TFD personnel.

Prevention - FM Lantier

Permits:

Fire Marshal (FM) Lantier reports \$9,194.00 billed for the month of March.

Inspections Completed:

FPS Heckler performed (4) annual inspections, (14) fire sprinkler system inspections, (10) solar/battery backup system inspections and (7) vegetation management inspections. FPS-Tr Gerhardt performed (14) annual inspections and (2) vegetation management inspections while streamlining the Engine Company inspection program for distribution in April.

Plan Reviews Completed:

FM Lantier performed (6) reviews for automatic sprinkler systems, (31) development plan reviews and (9) PV/ESS system installation reviews.

Community Risk Reduction/Public Education:

FPS-Tr Gerhardt and FPS Heckler attended a weeklong Fire Investigation class in Rancho Cordova. FM Lantier led the Marin County Fire Investigation Team bi-monthly meeting as the incoming President.

FM Lantier is now collaborating with the Town of Tiburon Communications Team for monthly Fire Prevention messaging. FM Lantier attended the monthly FPO meeting and the Marin Fire Chiefs meeting. Safety Day plans finalized for Reed School for May 4, 2022 with Tiburon PD and Public Works.

B. Grail Cancer Screening Discussion.

AGENDA ITEM 5 – TREASURER’S REPORT

A. Finance Report

Director Capell presented the Finance Report.
Discussion.

3/10/2022

Balance on Hand Operating (BofA), beginning	\$	64,418.62
Cash Revenue/Deposits	\$	162,758.60
Cash Expenditures	\$	(38,647.16)
Net LAIF/CAMP Transfers In/(Out)	\$	(160,000.00)
Balance on Hand Operating (BofA), ending	\$	28,368.91
Transfers to P/R Account	\$	410,000.00
Transfers from LAIF	\$	250,000.00
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	\$	2,285,674.55
LAIF Ending Balance	\$	6,103,630.32
CAMP Ending Balance	\$	<u>500,380.23</u>
Total Investment Acct Balance	\$	6,604,010.55

Discussion.

AGENDA ITEM 6 – COMMITTEE REPORTS

A. MERA – Chief Pearce

MERA site progress continues with the second group of projects launching and half of the sites are either under construction or beginning construction.

B. S MEMPS – President Miller

Next meeting of the S MEMPS Board is set for 5/4/22.

AGENDA ITEM 7 – BOARD OF DIRECTORS

No comments.

AGENDA ITEM 8 – ADJOURNMENT

M/Woodford, S/Capell for adjournment.

Executive Assistant Nicole Chaput polls the Board:

Miller – Aye

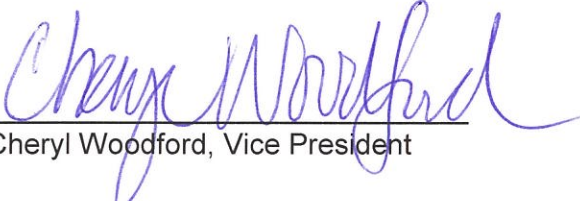
Woodford – Aye

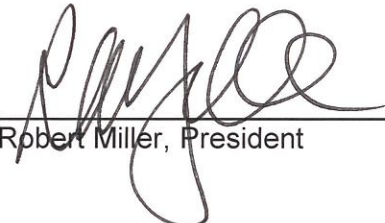
O'Donnell – Absent

Capell – Aye

Jones – Aye

Meeting adjourned at 1859 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