

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

June 8, 2022

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

PRESENT: Chief Richard Pearce, Executive Assistant Nicole Chaput and The Ark reporter Katherine Martine

ABSENT: Richard Jones

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 hybrid meeting conducted via teleconferencing as well as in-person:

Miller – Present

Woodford – Present

O'Donnell – Present

Capell – Present

Jones – Absent

AGENDA ITEM 2 – CONSENT CALENDAR

A. Approval of Minutes, May 11, 2022

B. Communications

C. Warrants and Payroll

D. Year End Allocations - CEPPT

E. Ratify Step Raise – Firefighter/Paramedic Matthew Wilson, Range 401, Step #3, \$8,133/month, effective May 16, 2022

F. Approve Step Raise – Firefighter/Paramedics Charles Armour, Christopher May, and Omar Bell, Range 401, Step #4, \$8,543/month, effective June 16, 2022

G. Resolution #2022-10, County of Marin to conduct consolidated elections and election Services - AMENDED

H. Resolution #2022-11, Allowing for Continued Remote Public Meetings Under State Assembly Bill 361

I. Resolution #2022-12, IBank funding application for Station 10

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

Executive Assistant Nicole Chaput polls the Board:

Miller – Aye

Woodford – Aye

O'Donnell – Aye

Capell – Aye

Jones – Absent

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

Administration

The Covid pandemic continues with new variants and cases. Fortunately, the latest variants have mild symptoms and short durations. We will continue with a hybrid style of meeting format for the foreseeable future.

As you know, in May 2019, one of our former employees elected to pursue litigation against us for alleged job-related acts of harassment. For the past three years, the District has vigorously defended itself against the subject litigation. The District had a self-insured retention of \$5,000 after which our insurance carrier paid all legal fees and costs expended throughout this very protracted litigation. Our insurance carrier at this juncture, without an admission of liability on the District's part, has determined to settle this case for the sum of \$500,000 (inclusive of the other side's fees and costs) in order to terminate the considerable additional fees and costs required to proceed through trial. Chief Pearce is very pleased this is now behind us.

Our next "Chipper Day" will be held once again at the Tiburon Peninsula Club on June 11th. The TPC has been gracious enough to make the property available for this important program as we work through new conditional use permits required by the Town at Blackie's Pasture. To date, "Chipper Day" events have removed more than 2.5 million pounds of deadly fire fuels from the peninsula. Chief Pearce believes opposition to this popular program is shortsighted and represents significant risk to the community.

Operations

The District responded to the following calls:

199 calls

Zone 10 – 36

Zone 11 – 47

Zone 12 – 21

Angel Island – 5

Bay Waters – 1

Others – 89

Significant Events:

There was one significant event during the month of May.

- Outdoor structure fire - Roseville Ct.

Out-of-County/Pre-Positioning:

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

Training - BC Hellyer

Marin County Block Training is focusing on the new Multi-Casualty Incident (MCI) policy.

EMT training this month also focused on fireline EMT training for medical incidents while deployed at wildland fires.

In our monthly EMS training with Dr. Bason-Mitchell, we discussed OBGYN emergencies.

FF/PM Nate Buck is close to becoming a Level 2 Boat Operator. Lt Mark Newman and FF/PM Chris May are close to completion of the Level 1 Boat Operator program and continue to put in the necessary hours for completion. A and B shift participated in joint training with the Coast Guard on towing vessels.

All shifts have focused on officer training as Firefighter/Paramedics Charles Armour, Matt Wilson, Omar Bell and Chris May have entered the AO program and are preparing for the Lt. exam.

FF/PM Carlos Berlanga and FF Gary Travis are 10 days away from graduating from the regional fire academy. Thanks to FF Digory McGuire for being one of the main instructors throughout the academy.

Personnel with greater than 30 hours of training: FF/Tr Gary Travis (128), FF/Tr Elliott Gutekunst (48), FF/T Carlos Berlanga (128), FF Digory McGuire (136) and Capt. Daniel Elkington (43).

Total training hours for May is 909 hours.

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- M10 had an oil change, rear tire replacement and steering box replacement by Mill Valley Corp Yard.
- R11 cab leveling air valve replaced by TFD personnel to correct an air leak.
- E11 went to ALCO Garage for annual service, pump testing, opacity testing and several minor repairs.
- Fire Boat LDH discharge valve and hose fitting replaced by TFD personnel.

Stations:

- Carpet cleaning completed at both stations by Burrous Bros.
- Station 11 large oven igniter replaced by TFD personnel.

Prevention - FM Lantier

Permits:

Fire Marshal (FM) Lantier reports \$4,034.50 billed for the month of May.

Inspections Completed:

FPS Heckler performed (11) fire sprinkler system inspections, (7) solar/battery backup system inspections and (103) vegetation management inspections. FPS-Tr Gerhardt performed (5) annual inspections, (40) vegetation management inspections and entered in (23) Company inspections.

Plan Reviews Completed:

FM Lantier performed (5) reviews for automatic sprinkler systems, (19) development plan reviews and (6) PV/ESS system installation reviews.

Community Risk Reduction/Public Education:

Staff participated in Reed's Safety Day along with Tiburon PD and Tiburon Public Works. We ran five kindergarten classes through 5 stations that included our Safety trailer and Rescue 11 tour.

The Belvedere Tiburon Joint Disaster Advisory Council approved and presented the Strategic Plan for 2022-24 on May 18th. Our Chipper Days are one of three main components for community outreach with social media and monthly community engagement.

Chipper Day was moved from Blackie's Pasture to the TPC parking lot and was successful, servicing 38 addresses for 57 loads that netted 21,600 lbs. or 10.8 tons. Of the 57 loads, 13 addresses brought at least 2 loads, 3 addresses came by three times and 1 address was a 4-load contributor. We hope for larger numbers on June 11th and will use social media and the roadway signage to inform everyone that we will return to TPC for June.

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

Director Capell presented the Finance Report.
Discussion.

5/12/2022

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|--|----|---------------------|
| Balance on Hand Operating (BofA), beginning | \$ | 275,261.62 |
| Cash Revenue/Deposits | \$ | 37,163.49 |
| Cash Expenditures | \$ | (190,296.95) |
| Net LAIF/CAMP Transfers In/(Out) | \$ | (110,000.00) |
| Balance on Hand Operating (BofA), ending | \$ | 12,128.16 |
| Transfers to P/R Account | \$ | 960,000.00 |
| Transfers from LAIF | \$ | 850,000.00 |
| 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 | \$ | 3,303,568.58 |
| LAIF Ending Balance | \$ | 4,618,803.02 |
| CAMP Ending Balance | \$ | 3,003,101.56 |
| Total Investment Acct Balance | \$ | 7,624,904.58 |

Discussion.

AGENDA ITEM 7 – CONDUCT FIRST READING (IN TITLE ONLY) OF ORDINANCE #130
An Ordinance of the Tiburon Fire Protection District Repealing Ordinance #109

M/Capell, S/O'Donnell to introduce First Reading of Ordinance #130.

President Miller opened the floor to the public. No comment.

Chief Pearce gave a brief synopsis of Ordinance #130 and answered Board member questions.

Set Public Hearing for next regular TFPD Board Meeting, July 13, 2022, to consider adoption of Ordinance #130.

Executive Assistant Nicole Chaput polls the Board:

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

AGENDA ITEM 7 PUBLIC BUDGET HEARING AND FINAL BUDGET F/Y 2022-23

President Miller continued Agenda Item 7 to the next regular meeting of the Board, July 13, 2022

AGENDA ITEM 8 – COMMITTEE REPORTS

A. MERA – Chief Pearce

MERA moving forward, with 50% of site packages out to bid. Project delayed but still on budget, the legacy system is holding up and anticipated implementation is end of 2023 or early 2024.

B. SMEMPS – President Miller

The SMEMPS Board met 6/1/22. Preliminary Budget FY 2022-23 approved. Delays remain on new ambulances as do supply chain issues with medical supplies and pharmaceuticals.

AGENDA ITEM 9 – BOARD OF DIRECTORS

Capell stated that he was pleased with TFPD's public outreach effort regarding Ordinance #130. O'Donnell agreed and stated it would be most cost effective to obtain the loan as opposed to a bond. Chief Pearce feels cautiously optimistic.

AGENDA ITEM 10 – 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 – Absent

Meeting adjourned at 1854 hrs.



Mark Capell, Board Member



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