

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

July 13, 2022

BOD PRESENT: Cheryl Woodford, Emmett O'Donnell, Mark Capell and Richard Jones
(Jones joined meeting at 1843 hrs prior to Agenda Item 6)

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

ABSENT: Robert Miller

AGENDA ITEM 1 – CALL TO ORDER

Vice President Woodford called the meeting to order at 1831 hrs.

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

Miller – Absent

Woodford – Present

O'Donnell – Present

Capell – Present

Jones – Absent

AGENDA ITEM 2 – CONSENT CALENDAR

A. Approval of Minutes, June 8, 2022

B. Communications

C. Warrants and Payroll

D. 2022 Biennial Notice – Conflict of Interest Code

E. Ratify appointment of Firefighter-Trainee Carlos Evans-Berlanga to
Firefighter/Paramedic, Range 401, Step #1, \$7,376/month, effective June 16,
2022

F. Ratify appointment of Firefighter-Trainee Gary Travis to Firefighter, Range 401,
Step #1, \$7,376/month, effective June 16, 2022

G. Ratify Step Raise – Fire Marshal Michael Lantier, Range 410, Step #2,
\$11,899/month, effective July 1, 2022

H. Resolution #2022-13, Allowing for Continued Remote Public Meetings
Under State Assembly Bill 361

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

Executive Assistant Nicole Chaput polls the Board:

Miller – Absent

Woodford – Aye

O'Donnell – Aye

Capell – Aye

Jones – Absent

AGENDA ITEM 3 – PUBLIC OPEN TIME

Vice President Woodford 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. We are seeing an uptick in cases amongst our members and families.

Our next “Chipper Day” will be back at Blackie’s Pasture following approval of the new conditional use permits required by the Town.

A funding application has been submitted to IBank and is currently under evaluation and verification. A public outreach campaign is underway and we have received positive support for the project. Following a brief history, modifications of the station and expanding mission through the years support the necessity for its replacement.

Operations

The District responded to the following calls:

183 calls

Zone 10 – 32

Zone 11 – 56

Zone 12 – 16

Angel Island – 0

Bay Waters – 4

Others – 75

Significant Events:

There were three significant events during the month of June.

- Structure fire - MVFD jurisdiction (George Ln)
- Vehicle into structure - Centro West St.
- Water rescue - Paradise Beach Park

Out-of-County/Pre-Positioning:

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

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 interesting case studies.

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.

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 graduated from the regional fire academy and are on shift. Thanks to FF Digory McGuire for being one of the main instructors throughout the academy.

TFD was given the opportunity to train on a house on Ranch Rd. This is very valuable training for structure fire and rescue scenarios. Multiple agencies were able to participate. Thanks to Mike Lantier for securing this residence for our training.

Lt. Mark Newman, FF/PM Martin Siragusa, FF/PM Chris May and FF/Tr Dalton Locke participated in S212 chainsaw class.

BC Tommy Hellyer, Capt. Daniel Elkington, Lt. Mark Newman and FF/PM Chris May participated in S219 Firing operations class.

FF/Tr's Chris Terstegge and Elliot Gutekunst have been preparing for their module 1 test and are doing well as Trainees.

Personnel with greater than 30 hours of training: FF Gary Travis (61), FF/Tr Chris Terstegge (31), FF/PM Carlos Berlanga (57), FF Digory McGuire (68), Lt. Mark Newman (79), FF/Tr Dalton Locke (31), FF/PM Chris May (66), FF/PM Martin Siragusa (30), BC Tommy Hellyer (32), FF/PM Matt Wilson (64) and Capt. Daniel Elkington (44).

Total training hours for June is 682 hours.

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- M10 went to Mill Valley Corp Yard for SRS light on; light reset with scan tool.
- E11 went to ALCO Garage for annual service, Pump Test and Opacity Test. Transmission problems were found and E11 went to PPG for warranty repairs on the transmission.
- Gas monitors calibrated by TFD personnel.

Stations:

- Station 10 air compressor air dryer siphon tube replaced to repair compressor unit, work completed by TFD personnel.

Prevention - FM Lantier

Permits:

Fire Marshal (FM) Lantier reports \$5,716.50 billed for the month of June. An analysis of permitting revenue from 2021 shows 35 payments totaling \$10,265.00 for the year. In the first 6 months of 2022, we have received 89 payments for a total of \$21,549.

Inspections Completed:

FPS Heckler performed (3) annual inspections, (8) company inspections, (7) fire sprinkler system inspections, (6) solar/battery backup system inspections and (86) vegetation management inspections. He also did (7) reinspections and (2) 2nd re-inspections.

Plan Reviews Completed:

FM Lantier performed (2) fire sprinkler inspections with (5) reviews for automatic sprinkler systems, (16) development plan reviews, (1) VMP review and (8) PV/ESS system installation reviews.

Community Risk Reduction/Public Education:

A second Chipper Day was moved from Blackie's Pasture to the TPC parking lot and was successful, servicing 34 addresses for 78 loads that netted 21,600 lbs. or 10.8 tons. This is a 27% increase from May to June. Below is a table that illustrates that we are increasing activity to constituents with multiple drop-off loads at each event.

Multi Loads Delivered	May	June	% Increase (Decrease)
2	13	19	31%
3	3	13	76%
4	1	7	85%
5	0	4	400%

The Conditional Use Permit was signed by the Town, which allows us back to Blackie's Pasture for July, August and September Chipper Day events, so we expect larger numbers in the next few months.

FM Lantier attended Ember Stomp at the Marin Fairgrounds over Memorial Day Weekend. Organizers stated that over 1,000 people attended to learn about wildfire preparedness.

Fire Investigation:

FM Lantier was called out to a fire in Novato on June 1, 2022 as a member of the Marin County Fire Investigation Team (MCFIT).

AGENDA ITEM 6 – TREASURER'S REPORT

- A. Finance Report
 Director Capell presented the Finance Report.
 Discussion.

6/9/2022

Balance on Hand Operating (BofA), beginning	\$	12,128.16
Cash Revenue/Deposits	\$	572,370.12
Cash Expenditures	\$	(58,429.46)
Net LAIF/CAMP Transfers In/(Out)	\$	(495,000.00)
Balance on Hand Operating (BofA), ending	\$	31,068.82
Transfers to P/R Account	\$	1,265,000.00
Transfers from LAIF	\$	770,000.00
Transfers to LAIF	\$	
Transfers from CAMP	\$	
Transfers to CAMP	\$	
Reserve Balances		
Committed Reserves		
Facilities	\$	2,350,000.00
Apparatus	\$	1,600,077.00
PERS UAL	\$	
Total Committed Reserves	\$	3,950,077.00
Assigned Reserves		
Equipment	\$	88,270.00
IT	\$	72,981.00
Leasehold	\$	
PTO	\$	287,242.00
Total Assigned Reserves	\$	448,493.00
General Operations Reserve	\$	2,456,146.57
LAIF Ending Balance	\$	3,848,803.02
CAMP Ending Balance	\$	3,005,913.55
Total Investment Acct Balance	\$	6,854,716.57
Discussion.		

AGENDA ITEM 6 – PUBLIC HEARING – READING AND ADOPTION OF ORDINANCE #130

Vice President Woodford opened the floor to the public. No public present/no comments.
Chief Pearce read summary of Ordinance #130. Discussion.

M/Capell, S/O'Donnell to adopt Ordinance #130, an Ordinance of the Tiburon Fire Protection District repealing Ordinance #109. On July 9, 1980, the Tiburon Fire Protection District passed and adopted Ordinance #109, reducing the maximum special tax for properties protected by sprinkler systems or other fire protection systems approved by the District. The District wishes to repeal Ordinance 109, leaving in effect Ordinance No. 108 on such properties as are currently subject to the rates specified in Ordinance 109.

Executive Assistant Nicole Chaput polls the Board:

Miller – Absent
Woodford – Aye
O'Donnell – Aye

Capell – Aye

Jones – Aye

Director O'Donnell commented that he thinks the rebuilding of Station 10 is an excellent move on behalf of the District and Chief Pearce should be commended on pursuing this. He further stated the enormous benefit an up-to-date station in this location, especially given vegetation on western side of the peninsula, will provide to the community. Vice President Woodford agreed with O'Donnell's statements.

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

- A.** Approve Resolution #2022-14, that the Special Tax will be levied for F/Y 2022-23
Discussion.

M/Capell, S/O'Donnell to approve Resolution #2022-14, that the Special Tax will be levied for F/Y 2022-23

Executive Assistant Nicole Chaput polls the Board:

Miller – Absent

Woodford – Aye

O'Donnell – Aye

Capell – Aye

Jones – Aye

- B.** Approve Resolution #2022-15, for Appropriation of Tax Proceeds
Discussion.

M/Capell, S/Jones to approve Resolution #2022-15, for Appropriation of Tax Proceeds

Executive Assistant Nicole Chaput polls the Board:

Miller – Absent

Woodford – Aye

O'Donnell – Aye

Capell – Aye

Jones – Aye

- C.** Approve Resolution #2022-16, Annual Budget F/Y 2022-23
Discussion.

M/Capell, S/O'Donnell to approve Resolution #2022-16, Annual Budget F/Y 2022-23

Executive Assistant Nicole Chaput polls the Board:

Miller – Absent

Woodford – Aye

O'Donnell – Aye

Capell – Aye

Jones – Aye

AGENDA ITEM 8 – COMMITTEE REPORTS

- A. MERA** – Chief Pearce

MERA still making great progress despite delay challenges.

- B. SMEMPS** – Chief Pearce

SMEMPS is seeing an increase in call volume. Still awaiting new ambulance, which has been impacted by supply chain issues; expected delivery by end of 2022.

AGENDA ITEM 9 – BOARD OF DIRECTORS

AGENDA ITEM 10 – ADJOURNMENT

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

Executive Assistant Nicole Chaput polls the Board:

Miller – Absent

Woodford – Aye

O'Donnell – Aye

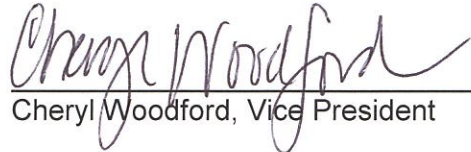
Capell – Aye

Jones – Aye

Meeting adjourned at 1853 hrs.



Emmett O'Donnell, Secretary



Cheryl Woodford, Vice 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

