

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

October 12, 2022

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

PRESENT: Chief Richard Pearce, Executive Assistant Nicole Chaput and resident, John Hamilton

ABSENT:

AGENDA ITEM 1 – CALL TO ORDER

President Miller called the meeting to order at 1830 hrs. Director Woodford joined the meeting at 1831 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 – Present

AGENDA ITEM 2 – CONSENT CALENDAR

- A. Approval of Minutes, September 14, 2022
- B. Communications
- C. Warrants and Payroll
- D. Ratify appointment of Dalton Locke to Firefighter-Trainee, Range 400, Step #1, \$3,834/month, effective August 30, 2022
- E. Step Raise – Captain Daniel Elkington, Range 404, Step #2, \$10,800/month, effective October 1, 2022
- F. Resolution #2022-19, 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 – 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.

AGENDA ITEM 4 – CHIEF'S REPORT

- A. Monthly Report – Chief Pearce

Administration

The Marin County Fire Chiefs Association (MCFCA) has received notice from the Marin County Sheriff's Office (MCSO) of its intent to terminate its Professional Services Agreements for Mobile Data Computer Maintenance and Fire Communications services, effective June 30, 2023. These are both long-standing agreements and will require significant time and financial resources to replicate. The MCFCA have been working for years to maximize the inherent capabilities of the Computer Aided Dispatch (CAD) system to improve timely service delivery and tracking. The MCSO has agreed to work on a manageable timeline as we establish a stand-alone consolidated fire dispatch utilizing the existing resources and facilities at the Marin County Emergency Operations Facility (EOF). Arguably, this is a County of Marin responsibility related to 9-1-1 communications and commitments in various tax measures through the years.

In preparation for the retirement of Battalion Chief Colin Jackson, Chief Pearce will be conducting interviews from our existing eligibility lists for the positions of Battalion Chief and Captain and anticipates having recommendations for the Board at the November meeting. Gary Musante has joined the Fire Prevention Bureau and will be focusing on our vegetation management, defensible space and inspection programs. A selection process has commenced for FF/Trainee and will continue through November.

Fire Prevention Week is this week and we have station visits with students from Reed and St. Hilary schools. This has always been a highlight for the students and provides a great opportunity to deliver our safety messages on fire prevention, safety and exit drills in the home.

After a multi-year shared services agreement, the Southern Marin Fire District and the City of Mill Valley are close to finalizing the merger of fire and emergency services.

We have been providing additional information to IBank related to financing Station 10. Chief Pearce hopes to have additional information for the Board meeting,

Chief Pearce will be on vacation from 10/21-11/2 and the District will be in capable hands.

Operations

The District responded to the following calls:

183 calls

Zone 10 – 20

Zone 11 – 52

Zone 12 – 18

Angel Island – 2

Bay Waters – 6

All Other Calls – 85

Significant Events:

There were two significant events during the month of September.

- Brush/Grass Fire - Camino Alto - Mill Valley
- Structure Fire - Buchanan Dr. - Sausalito

Out-of-County/Pre-Positioning:

One out-of-county/pre-positioning assignments during the month of September:

- Deployed to Mountain Fire in Siskiyou County and then to the Mosquito Fire in El Dorado County

Training - BC Hellyer

Marin County Block Training is focusing on Hazard Materials Response (HAZMAT).

EMT training this month covers our annual mandatory material of blood borne pathogens.

In our monthly EMS training with Dr. Bason-Mitchell, he discussed the difference between a patient released at scene and against medical advice.

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 Acting Officer (AO) program and are preparing for the Lieutenant exam.

FF/PM Carlos Berlanga, FF Gary Travis and FF/Tr Dalton Locke have begun driving and pumping District apparatus and working towards becoming Driver Operators. FF/PM Berlanga had the opportunity to go out-of-county on a Strike Team where he got great experience in driving and pumping the Type 3 engine.

FF/Tr Dalton Locke will start Paramedic school this month with the support of the District.

FF McGuire and FF/PM Buck attended a Coast Guard search and rescue class and developed a curriculum that will assist our boat crews in the event of a search and rescue in the Bay.

Personnel with greater than 20 hours of training: FF Gary Travis (29), FF/PM Chris May (36), FF Digory McGuire (21), FF/PM Carlos Berlanga (39) and LT Travis Terrell (35).

Total training hours for September = 311 hours.

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- E11 air leak found and repaired by replacing a fitting; work completed by TFD personnel
- E611 belt and tensioner pulley for engine accessories replaced by Six Rivers Ground Support while E611 was out-of-county
- E612 new front seats arrived and were installed by TFD personnel
- UT11 upfit for out-of-county response was completed with installation of heavy duty front bumper, winch and lighting
- Fireboat 11 had the back-ordered portable radio charger installed by Redcloud for the new MERA portable radio
- Gas monitors were calibrated by TFD personnel

Stations:

- Station 11 East side and walkway were repainted by Pac-West Painting
- Station 10 oven ignitor found to be bad and replaced by TFD personnel

Prevention - FM Lantier

Permits:

Fire Marshal (FM) Lantier reports \$4,182.00 billed for the month of September.

Inspections Completed:

FPS Heckler performed (6) company inspections, (9) fire sprinkler system inspections, (12) solar/battery backup system inspections and (97) vegetation management inspections. He also did (2) re-inspections and (19) miscellaneous inspections. FM Lantier performed (2) Fire District final inspection and (2) fire sprinkler inspections.

Plan Reviews Completed:

FM Lantier performed (2) reviews for automatic sprinkler systems, (12) development plan reviews, (1) VMP review and (4) PV/ESS system installation reviews.

Community Risk Reduction/Public Education:

The last Chipper Day at Blackie's Pasture was a steady run all day. We served 80 addresses for 134 loads with a new record 520 yards, which translates to over 291 tons. We finished the year with a total of 635.6 tons or 1,271,200 pounds! Huge thanks to all staff, all volunteers and Town staff who made this the best year ever.

AGENDA ITEM 5 – TREASURER’S REPORT

A. Finance Report

Director Capell presented the Finance Report.
Discussion.

9/15/2022

Balance on Hand Operating (BofA), beginning	\$	120,371.31
Cash Revenue/Deposits	\$	305,612.68
Cash Expenditures	\$	(61,629.21)
Net LAIF/CAMP Transfers In/(Out)	\$	(260,000.00)
Balance on Hand Operating (BofA), ending	\$	104,354.78

Transfers to P/R Account	\$	360,000.00
Transfers from LAIF	\$	100,000.00
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	\$	<u> </u>

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	\$	52,259.34
LAIF Ending Balance	\$	1,428,377.31
CAMP Ending Balance	\$	3,022,452.03
Total Investment Acct Balance	\$	4,450,829.34
Discussion.		

AGENDA ITEM 6 – COMMITTEE REPORTS

A. MERA – Chief Pearce

October 26th is MERA’s next Board meeting. They are anticipating moving forward with four more sites in Bid Package #3 and Bid Package #4, with the final sites, will be pushed out in November. Final stages of building component will be in January 2023. New Executive Director and Board oversight.

B. SMEMPS – Chief Pearce

Medic 10 delivery anticipated in February 2023.

AGENDA ITEM 7 – BOARD OF DIRECTORS COMMENTS

No Board comments.

AGENDA ITEM 8 – ADJOURNMENT

M/O’Donnell, S/Jones for adjournment.

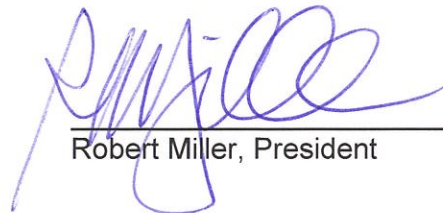
Executive Assistant Nicole Chaput polls the Board:

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

Meeting adjourned at 1900 hrs.



Emmett O’Donnell, Secretary



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