

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

November 9, 2022

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

PRESENT: Chief Richard Pearce, Fire Marshal Michael Lantier 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 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, October 12, 2022
- B. Communications
- C. Warrants and Payroll
- D. Approve appointment of Travis Terrell to Captain, Range 404, Step #1, \$10,282/month, effective December 1, 2022
- E. Approve appointment of Ehren Miller to Battalion Chief, Range 404, Step #1, \$11,899/month, effective December 1, 2022
- F. Resolution #2022-20, Allowing for Continued Remote Public Meetings under State Assembly Bill 361

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 announced their presence/no public comment.

AGENDA ITEM 4 – CHIEF'S REPORT

- A. Monthly Report – Chief Pearce

Administration

Covid has once again reared its head with several cases amongst the staff; fortunately, most of the cases are mild and have not impacted operational readiness.

The Marin County Fire Chiefs Association (MCFCA) continues to work through options following receipt from the Marin County Sheriff's Office (MCSO) intent to terminate its Professional Services Agreements for Mobile Data Computer Maintenance and Fire Communications services, effective June 30, 2023. The consensus is that the County of Marin has an inherent responsibility to provide the infrastructure and facilities for these services for the benefit of the county, cities, towns and special districts as part of the 9-1-1 communications through county property tax dollars and commitments related to sales tax revenues earmarked for Fire/Police. MCFCA's goal is to establish a stand-alone consolidated fire dispatch utilizing existing resources and facilities at the Marin County Emergency Operations Facility (EOF).

In preparation for the retirement of Battalion Chief Colin Jackson, interviews were conducted from our existing eligibility lists for the positions of Battalion Chief and Captain. Chief Pearce was very pleased with the depth and breadth of knowledge exhibited by the candidates. A selection process has commenced for FF/Trainee with lighter than anticipated response, the submission timeline has been extended to November 18th.

Fire Prevention Week, the second week in October, was a tremendous success with all hands on deck. Chief Pearce appreciates everyone's support for the Get Ready 94920 event on October 16th at McKegney Green; TFPD received many positive comments from our constituents.

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

Operations

The District responded to the following calls:

197 calls

Zone 10 – 33

Zone 11 – 45

Zone 12 – 29

Angel Island – 3

Bay Waters – 0

All Other Calls – 87

Significant Events:

There was one significant event during the month of October:

- Structure Fire - W Pier - Sausalito

Out-of-County/Pre-Positioning:

There were no out-of-county/pre-positioning assignments during the month of October.

Training - BC Hellyer

Marin County Block Training is focusing on Hazard Materials Response (HAZMAT) and all shifts attended a class about CO poisoning and how to properly use gas detectors to detect gas problems.

EMT training this month focused on neonate emergencies.

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/Tr Dalton Locke is in Paramedic school this month with the support of the District.

FF/Tr Chris Terstegge has completed his Module 1 testing and FF Gary Travis has completed and passed his Module 3 testing. They both continue to excel!

Personnel with greater than 20 hours of training: FF Gary Travis (36), FF/PM Chris May (22), FF Digory McGuire (22), FF/PM Carlos Berlanga (24), FF/PM Charles Armour (27), FF/PM Omar Bell (28), Capt. Dan Elkington (24), Capt. Mark Fitzgerald (20), FF/Tr Dalton Locke (25), FF/Tr Chris Terstegge (24), FF/PM Matt Wilson (21) and LT Mark Newman (34).

Total training hours for October - 370 hours.

Logistics/Maintenance - BC Jackson

Routine monthly maintenance performed.

Apparatus/Equipment:

- B11 Oil change service completed by R&S
- E611 Pneumatic pump shift, Volume to Pressure, problem (intermittent) solved by TFD employees. Extra "O" ring was added to the mechanism and now shift occurs no issues every time. This issue could not be solved by Golden State or ALCo, great job TFD!
- 2 gas monitors calibrated by TFD personnel (we were waiting for parts)

Stations:

- West side Station 11 irrigation repair completed by TFD

Prevention - FM Lantier**Permits:**

Fire Marshal (FM) Lantier reports \$8,317.00 billed for the month of October.

Inspections Completed:

FPS Heckler performed (1) company inspections, (13) fire sprinkler system inspections, (8) solar/battery backup system inspections and (30) vegetation management inspections. He also did (4) re-inspections. FM Lantier performed (1) fire sprinkler inspection.

Plan Reviews Completed:

FM Lantier performed (5) reviews for automatic sprinkler systems, (32) development plan reviews, and (7) PV/ESS system installation reviews.

Training:

PFS Heckler spent 4 days in San Luis Obispo doing his first series of Fire Investigation training courses.

The Fire Prevention Division welcomed Gary Musante as our Fire Prevention Specialist-Trainee this month. Gary comes to us from Kentfield Fire District, specializes in Defensible Space inspections, and will assist in fire sprinkler inspections, annual occupancy inspections and VMP installations.

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

Director Woodford presented the Finance Report.
Discussion.

10/13/2022

Balance on Hand Operating (BofA), beginning	\$	104,354.78
Cash Revenue/Deposits	\$	80,603.02
Cash Expenditures	\$	(73,026.37)
Net LAIF/CAMP Transfers In/(Out)	\$	(90,000.00)
Balance on Hand Operating (BofA), ending	\$	21,931.43

Transfers to P/R Account	\$	530,000.00
Transfers from LAIF	\$	440,000.00
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	\$	<u>287,242.00</u>
Total Assigned Reserves	\$	448,493.00
General Operations Reserve	\$	(371,335.94)
LAIF Ending Balance	\$	996,727.85
CAMP Ending Balance	\$	<u>3,030,506.21</u>
Total Investment Acct Balance	\$	4,027,234.06

Discussion.

AGENDA ITEM 6 – PUBLIC HEARING – ORDINANCE #131

A. Adoption of Ordinance #131

President Miller opened the floor to the public. No public present/no comments. Discussion. Fire Marshal Lantier addressed Board member comments. President Miller closed public open time.

M/O'Donnell, S/Woodford to adopt Ordinance #131, an Ordinance of the Tiburon Fire Protection District adopting the California Fire Code, and International Wildland-Urban Interface Code prescribing regulations governing conditions hazardous to life and property from fire and explosion; providing for the issuance of permits for hazardous uses or operations; and defining the powers and duties of the Fire Prevention Division and officers.

Executive Assistant Nicole Chaput polls the Board:

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

AGENDA ITEM 7 – COMMITTEE REPORTS

A. MERA – Chief Pearce

MERA met today. Putting together final bid packages for final sites. There was a change order to incorporate some generators and outbuildings that have long delay times due to supply change issues.

B. SMEMPS – Chief Pearce

Medic 10 delivery anticipated in February 2023.

AGENDA ITEM 8 – BOARD OF DIRECTORS COMMENTS

Jones queried the Board members on interest in developing a committee to look into reinigorating the Volunteer Department on a support level only. Discussion.

AGENDA ITEM 9 – ADJOURNMENT

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

Executive Assistant Nicole Chaput polls the Board:

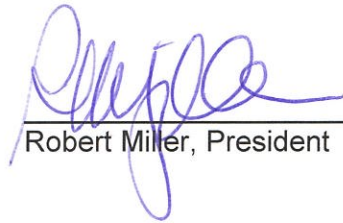
Miller – Aye
Woodford – Aye

O'Donnell – Aye
Capell – Aye
Jones – Aye

Meeting adjourned at 1915 hrs.



Rick Jones, 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