

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

April 5, 2024

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

PRESENT: Chief Richard Pearce, BC Tommy Hellyer, BC Ehren Miller and
Administrative Officer Nicole Chaput

ABSENT:

AGENDA ITEM 1 – CALL TO ORDER

President Capell called the meeting to order at 1300 hrs.

AGENDA ITEM 2 – CONSENT CALENDAR

- A. Approval of Minutes, March 13, 2024
- B. Communications
- C. Warrants and Payroll

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

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

Miller – Aye

Woodford – Aye

AGENDA ITEM 3 – PUBLIC OPEN TIME

President Capell opened the floor to the public. No public present.

AGENDA ITEM 4 – CHIEF'S REPORT

- A. Monthly Report – Chief Pearce

Administration

Four Firefighter/Trainees began a two-week in-house academy on April 1, 2024, which will be followed by shift assignments.

California counties, cities and special districts continue watching the development of the State Budget and how to fill the budget deficit. Some language in the Budget Trailer Bill will reallocate our Excess ERAF, which would be a \$500,000 impact to the District revenues.

The Association and Management Groups have requested to open negotiations for our next MOU, which expires as of July 1, 2024. The groups request that the Personnel Committee meet with the representatives of each group and additional information will be provided at the meeting.

Operations - Chief Ardigo

The District responded to the following calls in March:

183 calls
Zone 10 – 24
Zone 11 – 39
Zone 12 – 16
Angel Island – 1
Bay Waters – 0
All Other Calls – 103

Significant Events:

There were no significant events during the month of March.

Out-of-County/Pre-Positioning:

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

Training - Chief Hellyer

Marin County Block Training focused on Mass Casualty Incidents (MCI) active shooter events. The annual MCI drill took place on the Angel Island ferry. This training included Coast Guard, FBI, State Parks, local fire, and most municipalities that would be involved should this traumatic event occur. Thanks to Captain Elkington for planning and coordinating the training, he put in multiple hours over a period of 4 months planning and coordinating this training.

Our monthly EMS training with Dr. Bason-Mitchell was a mandatory policy and procedure update for all paramedics and EMTs.

In-house EMS training focused on spinal emergencies and treatment.

LT Mark Newman and FF/PM Charles Armour are close to completion of Level 1 Boat Operator and continue to put in the necessary hours. FF/PM Carlos Berlanga has entered the Boat Operator program and started the District task book.

FF Gary Travis has successfully passed the Level 1 daytime hours Boat Operator test and is an operational daytime operator for the District. FF Travis will continue his training in Level 2 nighttime and adverse weather condition operations.

FF/PM Dalton Locke has successfully completed his driver/operator task book, passed the hands on test and is now a signed off District driver/operator.

We have acquired fire hose nozzles from So. Marin Fire and each shift has put in training to gain familiarity with the nozzles and they are now in service.

The new Firefighter-Trainee academy started April 1 and FF/PM Charles Armor is the lead once again.

Personnel with 20 hours or greater of training: Capt. Daniel Elkington (78), FF Gary Travis (34), FF/PM Chris May (44), FF/PM Omar Bell (48) and FF/PM Dalton Locke (26).

Total training hours for March = 422 hours.

Logistics/Maintenance - Chief Miller**Apparatus/Equipment**

- Routine monthly maintenance completed.
- The Type 3 for Angel Island is being painted.
- E-611 has been surplussed and the new Type 3 build is in the process.
- Two Ford Maverick Hybrids will arrive in the next one or two weeks and will replace the Explorer and Traverse.
- Annuals will begin for all apparatus beginning after the Trainee Academy.
- We have started the process of building a new Command vehicle and it will be completed in May or June.

Stations:

- Station 11/10 - routine maintenance completed.

Prevention - Chief Lantier**Permits:**

Fire Marshal (FM) Lantier reports \$2,879 billed in March.

Inspections Completed:

FPS Heckler performed (11) annual FP inspections, (11) Fire Sprinkler inspections, (10) PV/ESS System inspections, and (5) Re-inspections.

FPS Musante performed (9) Annual inspections, (1) Defensible Space inspections, (1) Vegetation Management inspections, and (54) Knox box field verifications.

Plan Reviews Completed:

FM Lantier performed (1) reviews for automatic sprinkler systems, (15) development plan reviews, and (4) PV/ESS system installation reviews.

Community Risk Reduction:

Planning for the (5) Chipper Day events in full swing for 2024. FPS Musante participated in the "Read for Reed" School event on March 22nd. All fire prevention staff attended the monthly FPO meeting where Lithium Ion Batteries were an active topic of discussion.

B. Station 10 update

Discussion.

C. Authorization to enter into agreement for purchase of new Type 3 engine

Discussion sale of current Type 3 engine and updated price of \$564,000.00 for the new Type 3 engine.

M/Miller, S/Woodford to authorize Chief Pearce to enter into an agreement for purchase of new Type 3 engine.

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

Miller – Aye

Woodford – Aye

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

Director Woodford presented the Finance Report Discussion.

3/14/2024

Balance on Hand Operating (BofA), beginning	\$	115,852.89
Cash Revenue/Deposits	\$	507,635.87
Cash Expenditures	\$	(82,373.74)
Net LAIF/CAMP Transfers In/(Out)	\$	<u>(435,000.00)</u>
Balance on Hand Operating (BofA), ending	\$	106,115.02
Transfers to P/R Account	\$	685,000.00
Transfers from LAIF	\$	
Transfers to LAIF	\$	
Transfers from CAMP	\$	250,000.00
Transfers to CAMP	\$	
Change in prior scheduled transfers	\$	
Reserve Balances		
Committed Reserves		
Facilities	\$	3,650,000.00
Lease Payments	\$	270,000.00
Apparatus	\$	<u>1,070,000.00</u>
Total Committed Reserves	\$	4,990,000.00
Assigned Reserves		
Equipment	\$	607,500.00
IT	\$	
PTO	\$	
Total Assigned Reserves	\$	<u>607,500.00</u>
General Operations Reserve	\$	2,134,184.94
LAIF Ending Balance	\$	133,762.39
CAMP Ending Balance	\$	<u>7,597,922.55</u>
Total Investment Acct Balance	\$	7,731,684.94

Discussion.

AGENDA ITEM 6 – COMMITTEE REPORTS**A. MERA – Chief Pearce**

Construction is nearly complete and sites are being turned over to Motorola. Roll out still on track for September/October.

B. SMEMPS – Chief Pearce

Next meeting will be on May 29th. Preliminary budget will be discussed as well as Plan of Operation to assess impacts of MVFD's annexation with SMFD. New ambulance is outfitted and ready for in-service.

AGENDA ITEM 7 – CLOSED SESSION

- A. Public Employee – Government Code §54957
 - 1. Assistant/Fire Chief

The Board adjourned to Closed Session at 1331 hours to discuss the following item:

- A. Public Employee – Government Code §54957
 - 1. Assistant/Fire Chief

The Board reconvened to Open Session at 1519 hours and reported the following:
The Board has provided Chief Pearce with direction to continue the Closed Session on April 17, 2024.

AGENDA ITEM 8 – BOARD OF DIRECTORS

No Board comments.

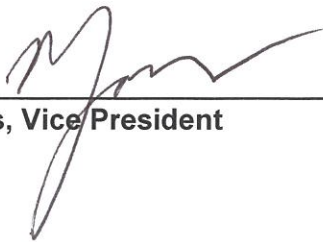
AGENDA ITEM 9 – ADJOURNMENT

M/Woodford, S/Miller to adjourn

Administrative Officer Chaput polled the Board:

Capell – Aye
Jones – Aye
Miller – Aye
Woodford – Aye

Meeting adjourned at 1520 hrs.



Rick Jones, Vice President



Mark Capell, 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~~ **NOW FRMS** – Fire Risk Management Services
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