

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

May 8, 2024

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

PRESENT: Chief Richard Pearce, Assistant/Chief Tommy Hellyer, Fire Marshal Mike Lantier, Captain Daniel Elkington, Lieutenant Dean Bonfigli, Finance Officer Heidi Rosevear and Administrative Officer Nicole Chaput

ABSENT: Robert Miller

AGENDA ITEM 1 – CALL TO ORDER

President Capell called the meeting to order at 1630 hrs.

AGENDA ITEM 2 – CONSENT CALENDAR

- A. Minutes, April 5, 2024
- B. Minutes, April 17, 2024
- C. Communications
- D. Warrants and Payroll
- E. Approve Preliminary Budget F/Y 2024-25
- F. Approve Resolution #2024-05, County of Marin to conduct consolidated elections and election services

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

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

Miller – Absent

Woodford – Aye

AGENDA ITEM 3 – BOARD OF DIRECTORS

- A. O'Donnell Resignation

Discussion.

M/Woodford, S/Capell to approve O'Donnell resignation

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

Miller – Absent

Woodford – Aye

- B. Board Member Selection Process

Discussion.

- C. Candidate Interviews

Discussion.

D. Member Appointment

Discussion.

M/Woodford, S/Jones to approve Joy Ho to the Board of the Tiburon Fire Protection District.

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

Miller – Absent

Woodford – Aye

E. Assignments/Appointments

Discussion.

M/Woodford, S/Jones to approve Woodford as Secretary and Jones to Finance Committee

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

Miller – Absent

Woodford – Aye

F. Board Comments

None.

AGENDA ITEM 4 – PUBLIC OPEN TIME

President Capell opened the floor to the public. Naomi Friedland, reporter from The Ark newspaper only public present.

AGENDA ITEM 5 – CHIEF'S REPORT

A. Monthly Report – Chief Pearce

Administration

Three Firefighter/Trainees successfully completed the in-house academy on April 11th and were assigned to shifts.

The Fire Districts Association of California (FDAC) conference in Monterey was a great success. The main focus is monitoring continuing threats to sustainable funding for local government. California counties, cities and special districts continue watching the development of the State Budget and how they plan to fill the budget deficit. Immediate concerns revolve around the reallocation of our Excess ERAF, which would be a \$500,000 impact to the District revenues. Additionally, a proposed ballot measure by the Business Round Table that would severely limit local government's ability to secure funding is currently being challenged in the courts.

Negotiations for our next MOU, which expires as of July 1, 2024, commenced.

Operations - Chief Ardigo

The District responded to the following calls in April:

163 calls

Zone 10 – 28

Zone 11 – 51
 Zone 12 – 23
 Angel Island – 0
 Bay Waters – 1
 All Other Calls – 60

Significant Events:

There was one significant events during the month of April:

- Building fire in SMFD jurisdiction

Out-of-County/Pre-Positioning:

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

Training - Chief Hellyer

Marin County Block Training is turning towards preparing for the wildland season. The County training officers are planning for a countywide drill to practice tactics and strategies in the wildland setting.

Our monthly EMS training with Dr. Bason-Mitchell was about cardiac emergencies as they relate to narcotics, particularly cocaine and ketamine which have become prevalent in Marin County.

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

LT Mark Newman completed the task book and passed his hands on Level 1 Boat Operator test. LT Newman is now qualified to operate the fireboat in emergencies during daytime operations.

Tiburon Fire and Novato Fire co-hosted a Driver/Operator 1A class where LTs Bonfigli and McGuire were the lead instructors. Our three new Firefighter-Trainees participated and passed the class.

The new Firefighter-Trainee academy, led by FF/PM Charles Armour, was another success and all the trainees did very well and are now on their respective shifts.

Personnel with 20 hours or greater of training: Capt. Daniel Elkington (48), LT Digory McGuire (75), FF Gary Travis (23), FF/PM Chris May (103), FF/PM Omar Bell (109), BC Steve Ardigo (35), BC Ehren Miller (56), FF/PM Charles Armour (98), FF/Tr Will Scharninghausen (105), FF/Tr Brent Hughes (115), FF/Tr Justin Frazier (112) and FF/PM Dalton Locke (28).

Large training month for TFD with a total of 1,024 hours in April.

Logistics/Maintenance - Chief Miller

Apparatus/Equipment

- Routine monthly maintenance completed.

- The Type 3 for Angel Island is in the final stages of being put into service; currently at ALCO.
- Two Ford Maverick Hybrids have arrived, outfitted and in-service.
- Annuals commenced for all apparatus.
- Hose testing is currently being completed.
- The Ford Explorer was declared surplus and sold.
- The Chevy Traverse was deemed a total loss and we are awaiting a date for it to be taken away.
- We are in 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 \$7,902 billed in April.

Inspections Completed:

FPS Heckler performed (33) annual Veg Management inspections, (12) Fire Sprinkler inspections, (5) PV/ESS System inspections, and (4) Re-inspections.

FPS Musante performed (4) Annual inspections, (1) Defensible Space inspections, (69) Vegetation Management inspections, (1) Fire Sprinkler inspection and (2) Knox Box field verifications.

Plan Reviews Completed:

FM Lantier performed (5) reviews for automatic sprinkler systems, (17) development plan reviews, (1) Vegetation Management Plan review and (9) PV/ESS system installation reviews.

FPS Heckler performed (2) Planning and Building reviews and FPS Musante performed (1) Vegetation Management Plan review.

Training:

FM Lantier attended the 75th International Arson Investigators Conference April 7-12, 2024. FPS Heckler and Musante finished their Fire Inspector 2C class April 24-25, 2024.

Community Risk Reduction:

FPS Musante represented TFS at the Senior Expo held at the Tiburon/Belvedere Library and sponsored by the Ranch/TBL on April 26th.

B. Station 10 update
Discussion.

C. 2024 BOD Election Timeline
Discussion.

AGENDA ITEM 6 – TREASURER’S REPORT

A. Finance Report

Director Woodford presented the Finance Report
5/8/2024

Balance on Hand Operating (BofA), beginning	\$	106,115.02
Cash Revenue/Deposits	\$	3,170,411.02
Cash Expenditures	\$	(145,825.76)
Net LAIF/CAMP Transfers In/(Out)	\$	<u>(2,890,000.00)</u>
Balance on Hand Operating (BofA), ending	\$	240,700.28

Transfers to P/R Account	\$	695,000.00
Transfers from LAIF	\$	
Transfers to LAIF	\$	
Transfers from CAMP	\$	625,000.00
Transfers to CAMP	\$	2,820,000.00
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 \$ 4,370,929.65

LAIF Ending Balance	\$	135,191.61
CAMP Ending Balance	\$	<u>9,833,238.04</u>
Total Investment Acct Balance	\$	9,968,429.65

Discussion.

AGENDA ITEM 6 – COMMITTEE REPORTS

A. MERA – Chief Pearce

Construction is nearly complete. Transition and roll out still on track for September/October incorporating new communications/dispatch center needs.

B. S MEMPS – Chief Pearce

Next meeting will be May 29th. Preliminary budget will be discussed. New International (M10) ambulance is outfitted and in-service.

AGENDA ITEM 7 – CLOSED SESSION

A. Conference with Personnel Committee pursuant to Government Code § 54957.6

The Board adjourned to Closed Session at 1914 hours to discuss the following item:

A. Conference with Personnel Committee pursuant to Government Code § 54957.6

The Board reconvened to Open Session at 2030 hours and reported the following:
The Board provided direction to the Personnel Committee.

AGENDA ITEM 8 – BOARD OF DIRECTORS

No Board comments.

AGENDA ITEM 9 – ADJOURNMENT

M/Woodford, S/Jones to adjourn

Administrative Officer Chaput polled the Board:

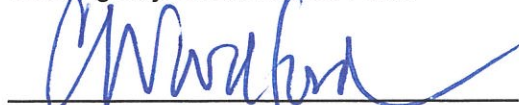
Capell – Aye

Jones – Aye

Miller – Absent

Woodford – Aye

Meeting adjourned at 2031 hrs.



Cheryl Woodford, Secretary



Rick Jones, 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

~~FAIS – 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