

TIBURON FIRE PROTECTION DISTRICT

Board of Directors Meeting

July 8, 2024

BOD PRESENT: Mark Capell, Rick Jones and Joy Ho

PRESENT: Chief Richard Pearce, Assistant/Chief Tommy Hellyer and Administrative Officer Nicole Chaput

ABSENT: Cheryl Woodford

AGENDA ITEM 1 – CALL TO ORDER

President Capell called the meeting to order at 1700 hrs.

AGENDA ITEM 2 – CONSENT CALENDAR

- A. Minutes, June 12, 2024
- B. Communications
- C. Warrants and Payroll
- D. 2024 Biennial Notice - Conflict of Interest Code
- E. Resolution #2024-06, authorizing signatories on BoA accounts
- F. Resolution #2024-07, that the Special Tax will be levied for F/Y 2024-25
- G. Resolution #2024-08, for Appropriation of Tax Proceeds
- H. Resolutions #2024-09 through #2024-11, CalPERS Health Groups

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

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

Woodford – Absent

Ho – Aye

AGENDA ITEM 3 – BOARD OF DIRECTORS

- A. Board Member Selection Process

Discussion.

- B. Candidate Interviews
- Interviews conducted.

- C. Member Appointment
- Discussion.

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

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

Woodford – Absent

Ho – Aye

D. Board Comments

None.

AGENDA ITEM 4 – PUBLIC OPEN TIME

No public present.

AGENDA ITEM 5 – CHIEF’S REPORT**A. Monthly Report – Chief Pearce****Administration**

While fire season is currently upon us - we have had two out-of-county responses in the last month, and we are contending with back-to-back Red Flag days throughout the area - preparations continue for the wildland fire season with requisite training and certifications.

While the State Budget passed, we will continue to closely monitor potential impacts from the last-minute edits to the budget. There is remarkable cooperation among local governments including counties, cities and special districts knowing the states thirst for local government funds. Immediate concerns remain around the reallocation of our Excess ERAF and a proposed ballot measure by the Business RoundTable which was pulled from the November election.

Negotiations for our next MOU, which expired July 1, 2024, continue.

Due to anticipated movement in the organization, a selection process for both Battalion Chief and Captain/Lieutenant are scheduled for the fall.

Operations

The District responded to the following calls in June:

212 calls

Zone 10 – 25

Zone 11 – 55

Zone 12 – 23

Angel Island – 3

Bay Waters – 0

All Other Calls – 106

Significant Events:

There was one significant event during the month of June:

- Vegetation Fire on Ring Mountain

Out-of-County/Pre-Positioning:

There was one out-of-county/pre-positioning assignment during the month of June:

- Sites Fire in Colusa County

Training

Marin County Block Training focused on wildland training. A battalion drill was conducted in Tennessee Valley on the Haypress trail where crews mobile-attacked in a simulated flank of the fire with a spot fire occurring over their line. Crews had to attack the spot fire

using a progressive hose lay. Then crews rotated to the Fox Trail where they navigated up a steep fire road to go over a simulated burn operation. During their simulated burn operation, crews became overwhelmed and were forced to deploy shelters. Fans were used to simulate the intensity of a fire.

Thanks to Captain Terrell and BC Ardigo for creating the RT-130 training for all Tiburon shifts. The RT-130 included fire weather, handline construction, chainsaw safety, firing operations and working with aircraft. A significant focus was put on the health hazards of smoke in the wildland. The RT-130 was concluded with a video of the South Canyon Fire.

Our monthly EMS training with Dr. Bason-Mitchell focused on strokes. The training included personnel from the Marin Health Stroke team as well as Dr. Bason-Mitchell. The stroke team went over case reviews and how they operate once they receive a stroke patient. Information was given to crews that Marin Health is the closest stroke facility from here to the Oregon border.

Fireboat Level 1 training continues for Lt. Bonfigli, FF/PM Bell and FF/PM Armour. Fireboat Level 2 training continues for FF Travis, Lt. Newman and FF/PM May.

Our rescue swimmers are preparing for a requalification swim to take place in July overseen by our rescue swimmer coordinator FF/PM Nate Buck.

USAR Team members Captain Fitzgerald and FF/PM Berlanga participated in a structural collapse class.

Lt. Newman and FF/PM Berlanga took a class on Technical Rope Rescue being taught by Marin County Fire Department's Rick Wonneberger in the Marin Headlands.

Lt. Newman participated in a Cause and Origin Fire Prevention class that took place at St. Vincent's in San Rafael.

Many of our Acting Officers are working through their out-of-county task books which require them to go out-of-county with an officer for experience as an engine boss.

All the shifts concluded their hose testing of each apparatus including rack hose.

Personnel with 20 hours or greater of training: FF/PM Omar Bell (38), FF/PM Carlos Berlanga (97), Capt. Mark Fitzgerald (79), FF/PM Dalton Locke (21), FF/PM Chris May (33), Lt. Mark Newman (85), FF/TR Najm Osborne (20), FF/TR Will Scharminghausen (20), FF/PM Matt Wilson (29)

542 total training hours were logged this month.

Logistics/Maintenance

Apparatus/Equipment

- Routine monthly maintenance completed.
- The Type 3 for Angel Island is in the final stages of being put into service.

- Annuals are being done for all apparatus.
- We are in the beginning stages of building the next Type 1 engine.
- The new Type 3 is being built. Thank you to Chief Pearce for working your magic and getting us a chassis for this build.
- We are in the process of building a new Command vehicle.

Stations:

- Station 11/10 - routine maintenance completed.

Prevention Bureau

Permits:

\$5,923.00 in June.

Inspections Completed:

FPS Heckler performed (54) annual Veg Management inspections, (12) Fire Sprinkler inspections, (5) PV/ESS System inspections, (3) Re-inspections and (1) Affected Area Inspection.

FPS Musante performed (1) Annual inspection, (3) Defensible Space inspections, (23) Vegetation Management inspections, and (1) Fire Sprinkler inspection.

Plan Reviews Completed:

The Bureau performed (4) reviews for residential automatic sprinkler systems, (1) review for a commercial automatic sprinkler system (1) review for a vegetation management plan, and (4) PV/ESS system installation reviews and (9) Planning and Building review.

Training:

FPS Heckler and Musante attended Fire Inspector 2D from 6/10/24-6/13/24, completing the Fire Inspector 2 series.

Community Risk Reduction:

Chipper Day on June 8, 2024, yielded nine 40-yard dumpsters of vegetation debris (largest amount of vegetation debris removed on a Chipper Day to date).

FPS Heckler and Admin Officer Chaput worked the Belvedere Block Captain Community Day on Saturday, June 15, 2024.

- B.** Station 10 update
Discussion.

AGENDA ITEM 6 – TREASURER’S REPORT

A. Finance Report

Director Jones presented the Finance Report
6/13/2024

Balance on Hand Operating (BofA), beginning	\$	259,904.94
Cash Revenue/Deposits	\$	1,284,581.31
Cash Expenditures	\$	(196,986.03)
Net LAIF/CAMP Transfers In/(Out)	\$	<u>(149,193.01)</u>

Balance on Hand Operating (BofA), ending		\$	50,293.24
Transfers to P/R Account	\$	1,345,000.00	
Transfers from LAIF	\$		
Transfers to LAIF	\$		
Transfers from CAMP	\$		
Transfers to CAMP	\$		
Change in prior scheduled transfers	\$		
Reserve Balances			
Committed Reserves			
Facilities	\$	3,650,000.00	
Lease Payments	\$	270,000.00	
Apparatus	\$	1,070,000.00	
Total Committed Reserves	\$	4,990,000.00	
Assigned Reserves			
Equipment	\$	607,500.00	
IT	\$		
PTO	\$		
Total Assigned Reserves	\$	607,500.00	
General Operations Reserve	\$	4,009,637.79	
LAIF Ending Balance	\$	135,191.61	
CAMP Ending Balance	\$	9,471,946.18	
Total Investment Acct Balance	\$	9,607,137.79	

Discussion.

- B. Finance Officer Rosevear - recipient of the 2023 Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting Discussion and congratulations.

AGENDA ITEM 7 – COMMITTEE REPORTS

- A. **NERA** – Chief Pearce
New fire dispatch programmed launched. Old system and new system were running at same time to eliminate the majority of disruption to that transition.
- B. **SMEMPS** – Chief Pearce
Next meeting September 18th which will include the Final Budget for F/Y 2024-25. The Liaison Chief role will transition from Chief Pearce to Chief Tubbs so there will be some items to address as this occurs.

AGENDA ITEM 8 – CLOSED SESSION

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

The Board adjourned to Closed Session at 1812 hours to discuss the following item:

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

The Board reconvened to Open Session at 1906 hours and reported the following:
The Board gave direction to the Personnel Committee.

AGENDA ITEM 9 – ADJOURNMENT

M/Jones, S/Ho to adjourn

Administrative Officer Chaput polled the Board:

Capell – Aye

Jones – Aye

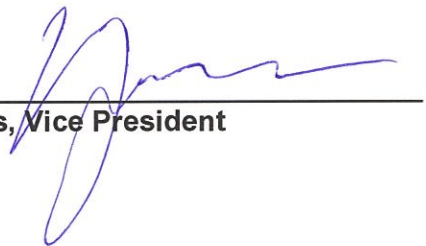
Woodford – Absent

Ho – Aye

Meeting adjourned at 1906 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

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