



## CLOSED SESSION

Teleconference

Dec 6, 2022 / 4:00 PM

- I. CALL TO ORDER
  - A. Board President M. White called the meeting to order at 4:00 PM.
- II. ROLL CALL
  - A. **Board Present:** J. Walsh — President;, M. White, R. Guidi, J. Ritchie, — Directors,
  - B. **Staff Present:** J. Peri — Chief; S. Folsom — Bookkeeper; C. Crosby — Administrative Specialist.;K. Foote — Former Board Member; S. Greene — Board Member on Deck
- III. ADOPTION OF AGENDA
- IV. PERSONNEL MATTERS
  - A. The Stinson Beach Fire Protection District directors met in closed session to discuss personnel matters related to public employee positions [Ca. Gov't Code Sec. 54954.5.(e)]. Results, if any, will be announced at the next board meeting or posted as minutes by the board clerk.
    1. Discussion regarding development of a Senior Captain Position.\*
      - a) J. Peri Overview
        - (1) Personnel committee met with J. Peri previously to discuss who will be in charge of fire operations when J. Peri is out of town or on vacation. Do not have an obvious choice as things currently stand.
        - (2) Proposal is to create a Sr. Captain Position that would take on the following: Operational district coverage in the event of Fire Chief absence, Responsibility for Facilities Maintenance, Shift Scheduling, Apparatus Maintenance and Training Development oversight, Responsibility for developing Standard Operating Procedures for Fire Suppression, Rescue and EMS.
        - (3) Need to discuss salary package for this position
      - b) R. Guidi Notes
        - (1) Sr. Captain position salary discussion needs to be based on base salary, not including overtime
        - (2) Need to have a designated Number 2 when Chief is not available. Important to have a broken down rate structure.
      - c) Review of Salary Comparables Chart
        - (1) Difficult to find an agency that is the same as Stinson Beach. Stinson lacks a large volunteer base, and has a limited number of structures to create a tax base
        - (2) Review of 15 Agencies. Important to note that Stinson Beach will not be losing any paid Firefighters to the local agencies. They would be lost to the larger agencies like Marin County Fire.



- (3) The chart shows low and high salaries for Captains, FAEs, and Firefighters for the 15 Agencies.
  - (4) J. Peri worked with the percentage difference between the Captain low salary and Captain high salary for Marin County Fire to create the proposed raise from the current Stinson Beach Captain position to the proposed Senior Captain position.
- d) Chief's proposal is as follows:
- (1) Base Salary for Stinson Beach new Senior Captain Position: \$93,356.30
  - (2) Timeline: March 2023 Start Date
  - (3) Hiring Process: This position will be hired via an internal interview process, with only current SBFPD Captains being eligible to apply.
  - (4) Fiscal Impact: For a full year, the proposed position is \$8,337 over the current Captain's salary. For the four remaining months of this fiscal year (March-June), this position will add approximately \$2,779 in unbudgeted costs to this year's budget. We can reallocate these funds from other budget categories as we are projecting low on several operational budget lines. (Education & Fire Equipment). This proposal will not impact our current reserves, and it will not impact the final amount the board has agreed to allocate to set aside for reserves.
- e) Discussion between Directors about affordability and competition from over the hill. J. Peri noted that the District needs to continue to increase revenue so that compensation can be raised across the board for SBFPD staff. This will be an important factor in keeping and continuing to build a strong team of professional firefighters who are well trained to serve the Stinson Beach community.
- f) R. Guidi made a motion to accept the Chief's proposal to create a Senior Captain position. M. White seconded the motion.

V. MEETING ADJOURNMENT

- A. M White made a motion to adjourn the meeting at 5:00 PM. J. Ritchie seconded the motion.