



REGULAR BOARD MEETING

MINUTES

February 26, 2024 / 5 PM

- I. CALL TO ORDER
 - A. Marcus White called the meeting to order at 5:00 PM.
- II. ROLL CALL
 - A. **Board Present:** J. Walsh, S. Greene J. Ritchie , S. Greene, M.White
 - B. **Staff Present:** J. Peri — Chief; C. Crosby — Administrative Specialist, S. Folsom — Bookkeeper Emeritus
- III. APPROVAL OF MINUTES OF PREVIOUS MEETINGS*
 - A. Regular Meeting, January 22, 2024
 - B. Special Meeting, February 5, 2024
 1. Motion to approve both minutes J Ritchie, seconded by J. Walsh
- IV. PUBLIC EXPRESSION
- V. REPORTS
 - A. Bookkeeper Report
 1. Cash Positions as of today
 - a) LAIF posted earnings of \$10,161.53 for the three months ending Oct, Nov and Dec.
 - b) CAMP posted earnings of \$6,888.36 for the month of January .
 - c) Raymond James posted earnings of \$5,885.89 for the month of January .
 - d) The Bank of Marin ICS account posted earnings of \$1,972.83 for the month of January .
 - e) The County Investment Pool posted earnings of \$79.06 for the three months ending Oct, Nov and Dec.
 - f) All of the funds in the Bank of Marin ICS account belong to the District.
 - (1) Move to approve Bookkeepers report by J. Walsh. Seconded by S. Greene.
 - B. Fire Chief Report
 1. Administration
 - a) Grant preparation for the 2023 AFG (a new fire engine for \$1.3MM) is underway. 2023 SAFER (staffing), and a grant for generator replacement and a new disaster shelter are up next
 - b) CalPERS onboarding in full swing. Our first CalPERS payroll was on February 25
 - c) The flag was lowered twice in the past month for Persis Norton and Frank Pole
 - d) The third Newsletter was distributed on 2/24 focusing on storm and tsunami preparedness, and the 5 year plan
 - e) Insurance renewals underway for 2024/2025. Seeking claims for engine door damage and damage to the disaster cache.
 2. Operational Updates
 - a) Notable Incidents
 - (1) 01/30 OES pre-position - funding reimbursement
 - (2) 02/04 storm response

- (3) 02/05 vehicle fire
- (4) 02/19 respiratory feedback from patient
- b) Volunteer Participation Monitoring
 - (1) Increase in workers comp Ex Mod has increased the yearly workers compensation expense from volunteers significantly. In response, Chief Peri has set clear volunteer participation expectations. Inability to comply with these expectations will result in inactive volunteer status.
 - (2) Chief Peri meeting with individuals regularly
- c) Volunteer Staffing
 - (1) Volunteer program at capacity
 - (2) 8 on call, 6 shift volunteers
 - (3) Immo Gunzerodt has retired as a District volunteer after 10+ years of service
- d) Fire Academy BackFill
 - (1) Candidates have been narrowed down, and interviews are scheduled for a driver position to act as backfill for B. Briare while he is out at Academy
- e) Incident Count
 - (1) 36 Incidents from Jan 21 - Feb 26
 - (2) 9 Rescue, 1 Fire, 10 Service/good intent, and 12 severe weather
- f) SBVFA February update
 - (1) New Board elected
 - (a) Toby Bisson --President
 - (b) Chris Medley - Pole --Vice President
 - (c) Nick Kenig -- Secretary
 - (d) John Silva -- Treasurer
 - (e) Courtney Buechert -- Member at Large
- g) February Training
 - (1) 12/30 OES Preposition Response Training
 - (2) 1/7 Drill - Ground ladders and SCBA
 - (3) 1/13 Injury and Illness Prevention Annual Meeting
 - (4) 2/21 Drill - Introduction to fire ground strategy and salvage operations
 - (5) 2/21 EMS Drill - Trama and Trama scenarios
- h) Vehicles and Facility Maintenance
 - (1) OES preposition engine reimbursement
 - (a) Covering the annual maintenance cost of E861 and 880
 - (2) Gutters
 - (a) Volunteers and staff with a significant donation from Verde Metals completed an upgrade of the fire stations gutters
 - (3) Disaster Cache Roof Failure
 - (a) The Disaster Cache at the AT&T yard has a failed and leaking roof to Ivy intrusion and age.
 - (b) Considering Insurance claim or alternative storage solution. Possibly funded by grants.

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- (4) Insurance Claims
 - (a) 880 & 831 Door from wind damage
- i) MWPA
 - (1) 24/25 Local
 - (a) Highlands Fuel Break Maintenance
 - (b) NOAA Weather Radio Distribution -
 - (c) Large Project vs carry forward
 - (d) Large Pile Pickups
 - (2) 24/25 D Space
 - (a) Hill and Highlands and Panoramic to receive instructions
 - (3) Core Project
 - (a) Funding for the Tam Crew and vegetation management days
- j) MERA
 - (1) MERA Sites:
 - (a) Construction is wrapping up this month with punch-list items to follow. Motorola is busy installing their
 - (b) network and radio equipment as is Nokia with their microwave equipment.
 - (2) Radios:
 - (a) Radios from our final order have started arriving. Programming of radio features is continuing
 - (b) development. This includes features such as scanning options, failure modes, menu screens for the
 - (c) radios, computer screens for the dispatch centers, templates of talk groups and radio channels users can
 - (d) access and more.
 - (3) Training:
 - (a) Technician training picks up in February with Motorola providing detailed training to the Marin DPW
 - (b) Communications Division staff over the next five months. In a separate effort, Motorola will provide
 - (c) training to MERA trainers next month on the operations of the dispatch consoles, mobile and portable
 - (d) radios.
 - (4) Schedule:
 - (a) We anticipate moving all our radio users to the new Next Gen System in late September/early October of this year.
- k) MCI
 - (1) Needed to clear up some wiring issues due to old construction.
 - (2) Now working
 - (3) Project cleared for MCFD Fire Inspection

C. Standing Committees

- 1. Personnel Committee (R. Guidi, J. Walsh)
 - a) Bookkeeper, Phillip Chivera, retained.

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- b) Will be some additional expense in the bookkeeping area for Feb and March due to onboarding time.
 - 2. Facilities Committee (R. Guidi, S. Greene)
 - a) No FAC meeting this month
 - b) Continuing with the Donor Identification and Rating process. Have 200. Top 30 - 40 will most likely provide the majority of the funding.
 - c) Messaging workshop was held with a diverse group of SBVFA, SBFPD, and their board members. Got a lot accomplished. Final polish underway
 - d) M. Sileo and R. Guidi are recruiting for a Campaign Manager
 - e) S. Greene, T. Bisson and K. Foote met and have identified a possible project manager candidate
 - f) Leadership training to happen in early March. Starting with a small group of ambassadors to a wider group who will be part of the process. Heavy lift for the Fire Chief and Board to reach out to donors and have enthusiasm for the project. Fire Chief time may need to be freed up to put appropriate time and energy into this project.
 - 3. Budget Committee (J. Walsh, J. Ritchie)
 - a) No meeting this month
 - 4. MWPA Board (M. White, J. Peri)
 - a) The board met on February 15th.
 - b) The Central, Southern and West Marin Zones of MWPA have pooled their resources into a single evaluation program called the Marin Defensible Space Alliance (MDSA). The departments represented by the MDSA asked the MWPA board to recruit and employ 2 Senior Wildfire Mitigation specialists to oversee this MDSA program through the MWPA. The board approved the positions and hiring will begin next week.
 - c) Chipper day was very successful in the County last year. A 35% increase in pickups and an 18% increase in new participants.
 - 5. MERA Board (J. Peri, R. Guidi alternate)
 - a) Included in Fire Chief's Report
- D. Ad-hoc Committees
 - 1. Marin Clean Energy
 - a) No Update
- VI. UNFINISHED BUSINESS
- VII. NEW BUSINESS
 - A. Discussion about moving Regular SBFPD Board Meetings to 4PM from 5PM.
 - 1. Board agreed that this was a good move and it will start for the March Meeting.
 - B. Request to move the Marin Clean Energy and MERA Committee reports from their own spot on the agenda to the Fire Chief's Committee.
 - 1. Board Agreed to this change
- VIII. ANNOUNCEMENTS
- IX. DATE/TIME OF NEXT MEETINGS
 - A. Regular Board Meeting, March 25, 2024 at 4PM
- X. MEETING ADJOURNMENT
 - A. J. Walsh moved to adjourn the meeting at 5:55PM. M. White seconded.

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**Action Item*

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*Action item