



## REGULAR BOARD MEETING MINUTES

January 22, 2024 / 5 PM

- I. CALL TO ORDER
  - A. Acting Board Chair, R. Guidi 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 - remote
  - B. **Staff Present:** J. Peri — Chief; C. Crosby — Administrative Specialist
- III. ADOPTION OF AGENDA/ADJUSTMENTS
  - A. Agenda adjusted from time of posting to include the Discussion of the CalPERS Pick-Up Resolution.
  - B. Adjusted Agenda Adopted by all members
    1. Motion to approve J Ritchie, seconded by J. Walsh
- IV. ADOPTION OF MINUTES
  1. Motion to approve by R Guidi, seconded by S. Greene
- V. PUBLIC EXPRESSION
- VI. REPORTS
  - A. Bookkeeper Report
    1. S. Folsom provided cash positions
    2. LAIF posted earnings of \$10,161.53 for the three months ending Oct, Nov and Dec.
    3. CAMP posted earnings of \$4,851.54 for the month of December.
    4. Raymond James posted earnings of \$4,259.75 for the month of December.
    5. The Bank of Marin ICS account posted earnings of \$566.38 for the month of December.
    6. All of the funds in the Bank of Marin ICS account belong to the District.
    7. J. Walsh asked about moving the money from the Bank of Marin Sweep account into CDs or other higher earning investment vehicles. J. Peri reminded the Board that this has been discussed in the Budget Committee meeting and the decision was made to wait until we have a new Bookkeeper on board.
    8. Approval of Bookkeeper Report\*
      - a) J. Ritchie moved to approve. J. Walsh seconded.
  - B. Fire Chief Report
    1. Administration
      - a) List of Important events HERE.
      - b) Results of Commercial Fire Inspections - All reports completed. Tate and J. Peri will have ready for the Feb 5 Special Meeting
      - c) Short Term Rental Ordinance - J. Peri was hoping to include safety inspections as a part of the ordinance. County legal says we already have that power, so don't need to add to the STR ordinance. Staff will develop a fee proposal for STR inspections along with a set of guidelines.
      - d) Flag status: Not flown in January
      - e) Newsletter: Went out in December.

- f) State Fund Workers Comp - Our XMOD has gone from 124% to 152% based on one lingering claim and one new injury. Hoping to get back to 81% when these two claims cycle off.
  - g) CAL OES - Including the Water Department on the SBFPD Salary Survey. Have rates from Kent. Will include and update
  - h) CalPERS - Process moving along. Mainly paperwork until final resolution is signed by the Board
  - i) Bookkeeper - Interviews done last Thursday.
  - j) 2020 HSG - Finally got our chainsaws and generators for disaster cache. Pumps on the way
2. Operations
    - a) Weather Reponse - working with National Weather Service re: predictions
    - b) Car into the PO
  3. SBVFA
    - a) Immo Gundzerodt stepped down after many years of service. Many thanks
    - b) Volunteer Participation - J. Peri working to make sure that our volunteers are active and participating. If now, they may be moved to inactive status to help with our XMOD
  4. Fire Academy Back Fill
    - a) Brice Briare going out for fire academy. Will be posting for a temporary replacement.
  5. Incident Counts
    - a) Since Christmas : 20 incidents
    - b) Year to date 2023: 329 total
    - c) Call volume increasing year over year
  6. SBVFA Board
    - a) New Board went from 3 to 5. Toby Bisson, John Silva, Nick Kenig, Chris Medley-Pole, Courtney Buechert
  7. Training
    - a) How to get reimbursed for OES
    - b) National Weather Service
    - c) 1 Regular Drill
  8. Maintenance
    - a) 861 repairs cost \$7,300
    - b) Annual Fire Sprinkler Inspection and Repairs - possibly split with the Community Center. Staff to check lease agreement.
    - c) Generator at Station 1 died during holidays - Repairs \$1,000.
    - d) Generator at Annex - Repairs \$482
      - (1) Tech recommended replacement of both.
      - (2) Operating fine but Staff to get another bid and will look into grants to cover the cost
    - e) The gutters on the back of the fire station are broken and water is pooling in the back of Station One.
    - f) A roof leak was discovered when an inventory of the Disaster Cache at the ATT yard was done. Looking into a replacement container or trailer
- C. Standing Committees

1. Personnel Committee (R. Guidi, J. Walsh)
  - a) Bookkeeper recruitment update
    - (1) Candidates interviewed last week. 3 scheduled for Thursday. 1 dropped out
    - (2) J. Peri asked if Staff and the Personnel Committee has the authority to hire this position. Board response was that the hire should go to the full Board for approval after review and recommendation of candidates by the Personnel Committee.
    - (3) CVs, and Bookkeeper job description, and a write up on both candidates to go to the Personnel Committee.
    - (4) Next step will be to call references.
2. Facilities Committee (R. Guidi, S. Greene)
  - a) Update on FAC activities
    - (1) Met on 1/15. BuildingBlox getting ready to hand off fundraising to us in March
  - b) Personnel Needs discussion
    - (1) Fundraising Quarterback
      - (a) M. Sileo and R. Guidi to look for candidates
    - (2) Project Manager for Construction
      - (a) T. Bisson, S. Greene, and K. Foote to look for candidates
    - (3) Candidates due by the February FAC meeting.
  - c) Fundraising Survey put out to Board, Staff, Volunteers and SBDC
3. Budget Committee (J. Walsh, J. Ritchie)
  - a) Quarterly update is that money invested with CAMP and Raymond James are both earning over 5%.
  - b) Almost all money has been moved out of LAIF
  - c) J. Walsh reiterated his wish that money in the BOM Sweep move to a higher earning investment vehicle
  - d) J. Ritchie noted that some of the CAMP and Raymond James might go into a longer term investment (T-bill) to lock in a higher rate.
4. MWPA Board (M. White, J. Peri)
  - a) No reports
5. MERA Board (J. Peri, R. Guidi alternate)
  - a) No report.
- D. Ad-hoc Committees
  1. Marin Clean Energy (T. Bisson)
    - a) Innerlogic has installed a bypass system so that there is a more direct connection back to the generator. This bypasses the new SolArk equipment.

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- A. Form 700 required by all Board Members and Fire Chief
  1. C. Crosby will send out an email to all Board Members and Chief Peri with all the information. Due Date April 2, 2024
- B. 5G Cell Tower Discussion
  1. SBFPD has been asked for an "opinion" on this. Responding that the District is still in the process of gathering information

2. There was a community meeting on Saturday.
  3. Clear gain to emergency response, but what is the downside?
  4. Is there a detriment to health? Need more data
  5. J. Ritchie asked how the new tower would help in Emergency Communications. Without the tower, first responder to first responder is well covered. J. Peri said that where the tower would provide benefit is in additional access to the First Net map area that was shown in the meeting. Could use cell phones and first responders would have priority access. Download CAD data and be connected with other agencies. Also better access to Alert marin for announcements from the SBFPD and for the community to get messaging.
  6. The Water District gets the end call about whether the tower goes in or not. Nobody is touting better access for the improvements for SBWD for communication with meters. Mostly talking about emergency communications.
- C. Discussion and Adoption of CalPERS Pick-up Resolution\*
1. If adopted, this resolution will allow our District to simply “pick-up” our employees’ member contributions and report them in the same manner as the District’s employer contributions (on a pre-tax basis). In summary, it will allow our members to have their contributions deducted from their pay before taxes are taken out, i.e., lower employee taxable income.
  2. The Board is generally in favor of the intent of the resolution, but would like to clarify the language before signing.
  3. This resolution will be reworked and added to the Special Board meeting on Feb 5.
- D. J. Walsh asked about the sagging PGE lines along Calle Del Arroyo. Heavy fiber optic lines may be pulling them down. PGE is most likely responsible for the lines. Not a fire hazard.

IX. ANNOUNCEMENTS

- A. Happy Birthday to Volunteer Courtney Buechert, and FAE Chris Medley-Pole

X. DATE/TIME OF NEXT MEETINGS

- A. Special Board Meeting, February 5, 2024
- B. February Regular Meeting, February 26, 2024

XI. MEETING ADJOURNMENT

- A. M. White moved to adjourn the meeting at 6:02PM. J. Walsh seconded.

*\*Action Item*