



## REGULAR BOARD MEETING

Minutes

June 26, 2023 / 5 PM

- I. CALL TO ORDER
  - A. Board President M. White called the meeting to order at 5:03 PM.
- II. ROLL CALL
  - A. **Board Present:** M. White — President, J. Walsh, R. Guidii, J. Ritchie
  - B. **Staff Present:** J. Peri — Chief; C. Crosby — Administrative Specialist, Sarah Folsom — Bookkeeper
- III. APPROVAL OF MINUTES OF PREVIOUS MEETINGS\*
  - A. Regular Meeting, May 22, 2023
    1. J. Walsh approved, J. Ritchie seconded
- IV. PUBLIC EXPRESSION
- V. REPORTS
  - A. Bookkeeper Report
    1. The funding and allocations for CAMP, LAIF and Raymond James are complete
    2. The earnings rate at the County Investment Pool has increased to 1.0458% from .79%
    3. Bank of Marin has increased the District ICS rate to 3.5%
    4. CAMP posted earnings of \$10,423.34 for the month of May. This is a 5.16% monthly distribution yield.
    5. Raymond James posted earnings of \$932.99 from the period of 5/19 to the end of May. This was a 4.99% monthly distribution yield.
    6. The request for \$210K of District funds to be moved from the County Investment Pool to Bank of Marin has been completed.
    7. LAIF funding was not initiated and completed until June therefore there are no earnings.
    8. Note that \$446K of the Bank of Marin-ICS account is grant money that will be expended
      - a) Approval of Bookkeeper Report\*
        - (1) Rob Guidi made a motion to approve. All other Board members were in agreement.
  - B. Fire Chief Report
    1. Administrative Updates
      - a) 2023 Captain's recruitment
        - (1) Has begun. Brochure sent out and shared in various venues. Open for 30 days. Hoping for 10 candidates. After initial screening, we will do a series of interviews.
      - b) District staffing and facilities financial review (NHA advisors)
        - (1) Tasked with financially forecasting the district's revenues for the next 10 years including staffing and new facility.
        - (2) NHA has developed a spreadsheet where we can play with the numbers.
        - (3) They are gathering the last of the info, and will do an initial presentation in the next quarterly Budget Committee meeting that is being held on July 10.

- c) MCRFA Graduation
    - (1) Chris Medley-Pole, Full Time Stinson FAE/Paramedic graduated academy, as did Gibson Buttfeld, Stinson Volunteer and full time Marin County Fire Firefighter/Paramedic.
  - d) Dipsea Race 2023
    - (1) Great event. Only one runner down. Toby led a great group.
  - e) Equipment donation to Firefighters' Without Borders
    - (1) Great cause. Send equipment to Central American Countries.
  - f) Personnel documentation audit
    - (1) Audit of certs and requirements
  - g) M97 incident call volume study
    - (1) Working with Marin County Fire with the goal of funding staffing for a local ambulance
  - h) SBFPD fire prevention program development
    - (1) N. Ferrari has been working with Kentfield on revamping our business commercial inspections. Building a program we can implement over the next few years.
  - i) Intro lunch with NPS GGNRA superintendent
    - (1) Intro lunch and 2 day workshop on future beach park plans with the impact of climate change.
  - j) Caltrans State Route 1 x Easkoot Bridge update
    - (1) Bridge in front of the station. Improving guardrails and widening the pedestrian access
  - k) Fuel Tank status
    - (1) Fuel tank failed, but was repaired and passed inspection
2. Operational Updates
- a) Volunteers:
    - (1) Shift work continuing with shift volunteers, shift work gaining popularity with on-call volunteers
      - (a) Part-time Staffing
      - (b) Limited part-time staffing list, most schedule holes being filled temp employees
      - (c) Full-time Staffing
      - (d) Chris is back!
      - (e) Incident Counts: 26 since last Board meeting. 151 year to date
  - b) SBVFA
    - (1) Pancake Breakfast was a success thanks to all for their support!
    - (2) SBVFA looking to sponsor a mental health program for its members
  - c) Training
    - (1) Full Company Fire Drills
      - (a) 6/5 fire shelter deployment & apparatus/equipment familiarization
      - (b) 6/21 mobile attack / nozzle management
    - (2) Daily Staff Trainings
      - (a) Wildland firefighting & EMS trainings

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- (3) Individual Trainings
  - (a) B. Briare, D. Esparza, J. Hyland, A. Betz, T. Bisson and A. Farrell supported MCFD Seasonal Wildland Academy with WT890
  - (b) J. Hyland and A. Betz supported local government wildland academy with 890
  - (c) B. Briare & B. Vale NPS surf lifesaving training week
  - (d) N. Ferrari fire prevention educational meeting w KFD
  - (e) GGNRA two day Stinson Beach Park scenario planning workshop
  - (f) Water District Staff CPR training
- d) Vehicle maintenance
  - (1) 814 battery malfunction
  - (2) Air 800 return from Academy
  - (3) E880 involved in minor MVA
- e) MERA
  - (1) MERA meeting canceled
- f) MWPA FY23/24 projects:
  - (1) Local Budget
    - (a) NOAA weather radio disbursement
    - (b) large pile vegetation pickups
    - (c) Highlands fuelbreak maintenance
    - (d) D-space supplemental funding
  - (2) D-Space Budget
    - (a) D-space inspections
  - (3) WM Core Budget (that benefit Stinson Beach)
    - (a) West Marin Evacuation Route improvements
    - (b) Coastal Zone Project Scoping and Environmental Compliance, Phase 1
- C. EMS (Emergency Medical Services)
  - 1. M97 is on
  - 2. Doing volunteer trainings and prioritizing paid staff to make sure that they get regular trainings
- D. Stinson Beach Disaster Corps
  - 1. Transmission and reception in Seadrift has finally found a solution. In May, we tried moving the Area Leads to the Bolinas Repeater, but this did not solve any problems, and actually created some new ones. In June, Seadrift NC Christophe Bertrand offered to install his portable antenna at Vicki Sebastiani's house. With the new antenna, reception was loud and clear back on our regular radio channels.
  - 2. Going forward, the Bolinas Repeater will be relocated and upgraded with more powerful equipment. This repeater serves both Stinson and Bolinas and the upgrades will be funded in part with \$1,500 in grant funding that Jesse applied for and received from the Marin Community Fund.
- E. Water Safety
  - 1. 842 and 15R4 up to date
- F. Maintenance

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1. Covered in Fire Chief's report
- G. Standing Committees
1. Personnel Committee (R. Guidi, J. Walsh)
    - a) Report included in Fire Chief's report
  2. Facilities Committee (R. Guidi, S. Greene)
    - a) Plans to meet with the County informally to look at all the documentation we have for the firestation and get input on where to go next. Have not submitted any formal applications yet.
    - b) Met with county planning when W. Mitchell was on the board, but the County has a new lead planner
  3. Budget Committee (J. Walsh, J. Ritchie)
    - a) The Budget Committee met with Jesse, Carey and Sarah on June 7th. Sarah reported the agreed upon funding for the three investment vehicles was almost finalized. Since then it has been finalized and a spreadsheet reflecting the amounts and details is included as a part of the bookkeeper's report.
    - b) Other matters that were discussed were evaluating the amount of funds kept with Bank of Marin, (target amounts are currently \$200K in the operating account and \$250K in the ICS account) and whether it would be prudent to consider alternatives to the Bank of Marin such as Raymond James, which pays higher interest rates and doesn't charge fees for checks. Sarah estimated that it would take approximately 16 hours of time to make the necessary changes. It was agreed that this would be discussed at the next quarterly Budget Committee Meeting on July 10th.
    - c) Lastly, there was discussion about the advisability of retaining a financial advisor that specializes in investments for public entities such as ours. That too will be addressed at the July 10th meeting
    - d) Approval of 2023/2024 District Budget\*
      - (1) Over the past 30 days, the draft 2023/2024 budget was posted in 4 physical locations in town, on the SBFPD website, and in the Pt. Reyes Light.
      - (2) Motion to approve the budget was made by J. Walsh. Seconded by M. White.
  4. MWPA Board (M. White, J. Peri)
    - a) The MWPA met Thursday June 15th.
    - b) Discussed what the MWPA has done so far for Marin County in 3 years
    - c) Evaluated wildfire risks for over 50,000 homes.
      - (1) Cleared over 1,000 miles of evacuation routes.
      - (2) Helped to create more than 4,000 acres of shaded fuel breaks.
      - (3) Distributed more than \$1,000,000 in residential grants.
      - (4) Educating and inspiring residents to take action.
    - d) Visible smoke from the Wildland Fire Academy was reported.
    - e) A vegetation management specialist will be hired.
    - f) Mill Valley Fire will be annexed by Southern Marin Fire on July 1st.
    - g) The MWPA Resident grant program restarts in July. Maximum for each grant is \$5,000.

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- h) Fire Safe Marin sponsored their second annual Ember Stomp and had nearly 5,000 participants. Our Historical Society's presentation on the same day had approximately 1% of the participants, but at least we had free pizza.
  - 5. MERA Board (J. Peri, R. Guidi alternate)
    - a) No report
- H. Ad-hoc Committees - no meetings this month
  - 1. Parking and Traffic Committee (S. Greene, M. White)
  - 2. Marin Clean Energy (T. Bisson)
  - 3. Strategic Plan Committee (M.White, J.Ritchie)
- VI. UNFINISHED BUSINESS
- VII. NEW BUSINESS
  - A. Review and Discussion of Grand Jury Report
    - 1. The full report was released to the public by the Grand Jury on June 15 and can be found [HERE](#)
    - 2. Two items we need to respond to are in regard to fees as they relate to ADUs. Jesse is discussing what our response should be with Marin County Fire as they are the ones that do the Stinson Beach (and Bolinas) fee collection and guidance work.
    - 3. Response due in September
- VIII. ANNOUNCEMENTS
  - A. M. White gave a nice tribute to Diana who recently passed away.
  - B. There will be a going away party for Jim at the Post Office on Friday.
  - C. J. Peri will out of town Wednesday - Sunday of next week.
- IX. DATE/TIME OF NEXT MEETING
  - A. July 24, 2023
- X. MEETING ADJOURNMENT
  - A. M. White moved to adjourn the meeting at 5:45PM. J. Ritchie seconded the motion.

*\*Action Item*

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\*Action item