



REGULAR BOARD MEETING

Firehouse — 3410 Shoreline Highway, Stinson Beach, CA

December 28, 2020 / 5:30 PM

- I. CALL TO ORDER
 - A. President J. Ritchie called the meeting to order at 5:30 PM. The agenda was adopted by all members present.
- II. ROLL CALL
 - A. **Board Present:** J. Ritchie — President; J. Walsh, R. Guidi, M. White, W. Mitchell — Directors
 - B. **Staff Present:** K. Stevens — Chief J. Peri — Assistant Chief; T. Murphy — Office Manager; S. Folsom — Bookkeeper; T. Bisson — Water Rescue Director
- III. ADOPTION OF AGENDA
- IV. [APPROVAL OF MINUTES OF PREVIOUS MEETING*](#)
 - A. R. Guidi 1st, J. Walsh 2nd
- V. PUBLIC EXPRESSION
- VI. REPORTS
 - A. [Traffic Control Proposal*](#)
 1. D. Flynn and S. Hayre from Marin County present to answer questions
 2. Improve traffic flow in West Marin, particularly height of summer traffic
 3. Working with personnel and Sheriff Doyle to create a safety proposal
 4. Alert neighbors and adjoining residences with actions that will be taken, go to SBVA meeting before proposal presented to Board of Supervisors
 5. Expected to implement prior to summer 2021 to mitigate summer traffic
 6. Exhibit A, pg. 6
 - a) provides summary of efforts of fire dept, public works, blue = proposed changes, essentially adding 2 additional parking restrictions, proposal by emergency
 - b) Proposing change
 7. Exhibit B, pg. 4
 - a) dashed light blue area is revision - going to eliminate parking restrictions adopted by board
 8. Exhibit C, pg. 4
 - a) red = existing parking restrictions, chief has requested 3 additional no parking restrictions, on buena vista, belvedere and laurel (question for board - do we want to convert existing no stopping to fire lane no stopping -- higher fine rate) add additional signage
 9. Exhibit D
 - a) chief requested no parking zone directly across from fire station additonka 245 ft of no parking, and keep clear
 10. Exhibit E
 - a) consider no parking on one side of street to allow emergency vehicles though
 - B. [Bookkeeper*](#)
 1. Interest income of \$5.01
 2. \$525,000 tax revenues
 - a) \$6k went to County of Marin for processing and accounting fee
 - b) \$5600 to insurance
 3. Vehicle maintenance
 - a) Sierra Automotive and Henry Curtis Ford
 - (1) Squad and ambulance

4. Checks need to be issued: District pension contribution and individual pension contribution, State Fund workman's comp
 5. Received W funds about \$28k
 6. Closed WestAmerica Bank -- money currently sitting in Bank of Marin
 7. J walsh 1st, R Giidi 2nd
- C. [Administration](#)
1. FY Homeland Security Grant 2020
 - a) CalOES conducted an audit and it has pointed out some changes to the grant funding, therefore, funding will be delayed considerably
 2. FDAC grant workshop
 - a) Attended a two-day workshop that covered the grant application process
 3. CalOES reimbursement
 - a) Invoices being looked over, sending any discrepancies to CalOES for clarification
 - b) Due end of next week
 - c) Call with CalOES on Mon., Jan. 4 → will provide updated spreadsheet next meeting
- D. [Fire Chief](#)
1. GasBoy - Service Station Systems needs call
- E. [Assistant Chief](#)
1. Monthly EMS update
 - a) 12 EMS incidents this period
 - b) A91 Drill
 - (1) Intro to covid vaccine detailing the anatomy and physiology of the modern and pfizer vaccines
 - c) 179 EMS calls in 2020, 164 in 2019
 - d) COVID-19
 - (1) Testing
 - (a) 70 tests completed with Curative since early December
 - (b) Tests are administered every 2-3 weeks and whenever a District employee/volunteer has been exposed to an individual that's covid-19
 - (2) Vaccinations
 - (a) 900 doses secured for Marin County first responders
 - (b) SBFPD volunteers and employees will receive the vaccine
 - (c) Followup vaccination in late January
 - e) Part Time ambulance director recruitment request
 - (1) Start date of January 1
 - (2) Position paid at \$32/hour, 10 hours / month
 - (a) Additional 40 hrs for EMR course development and instruction in spring
 - (3) Financial impact: \$29,700
 2. Wildland PPE purchase
 - a) SBFPD will switch to single layer blue wildland pants
 - (1) One pair / volunteer
 - b) Replacement jackets for vegetation fire response to ensure NFPA compliant
 - c) Cost: \$8757
 3. New hire update
 - a) LCW clarified questions regarding employee scheduling
 - (1) Cost not to exceed \$2500
 - b) Timeline
 - (1) Jan. 1: post job announcement
 - (2) Jan. 11 - 20: application window

- (3) Jan. 26 - 28: panel interview
 - (4) Feb. 1: Chief's interview
 - (5) Feb. 8 - 26: medical and background checks
 - (6) Mar. 1: start date
 - 4. 2021 hiring timeline
 - F. Disaster Council
 - 1. C. Crosby announced Disaster Council Coordinator
 - 2. J. Peri will continue to work alongside C. Crosby for all non-emergent duties
 - 3. Continuing the development and implementation of Disaster Plan & SOPs
 - G. [Water Safety](#)
 - 1. 1 water call on Dec. 4, canceled
 - 2. Last training canceled due to covid exposure and bad weather
 - 3. End of year cleanup at station 2, added storage space, hanging area to dry
 - H. [Maintenance](#)
 - 1. E- 881
 - a) HiTech is still working on an estimate for modifications to the pump module. I'll be checking back with Brian Ruthman after the 1st of the year.
 - 2. SQ-831
 - a) Smogged
 - 3. E-861
 - a) 861 broke down returning from a DMV drive test. Nick contacted me and I asked for Diego truck repair to tow and repair the engine. The Cam sensor was replaced, a common sensor failure.
 - 4. A-91
 - a) 2. A-91 went to Ford for a major service.
 - 5. Air Unit
 - a) The air unit is in Livermore and waiting on additional parts for the lights. I'm still working out if the final repair can be done here at no additional charge.
 - I. [Training](#)
 - 1. House on Seadrift - worked with E-1585 (Throckmorton's structure engine)
 - a) New members attended
 - b) Covid tests
 - 2. Stay at home to follow covid regulations
 - a) SCBA intro
 - J. Standing Committees
 - 1. Wildfire Safety & Prevention
 - a) Updates from standing committees and midyear budget reports, financial planning for FY 2021 and 2022
 - 2. Firehouse Advisory Committee (FAC)
 - a) Received Biological Site Assessment
 - (1) No big restrictions
 - b) Waiting on Geotechnical Analysis
- VII. UNFINISHED BUSINESS
- A. Marin Clean Energy (MCE)
 - 1. N/A
 - B. SB Motel property construction
 - 1. Forming foundations -- approx an inch to inch ½ to property floors
 - 2. Putting in subfloors in back buildings
 - 3. Continue to monitor
- VIII. NEW BUSINESS
- A. Presidential Succession
 - 1. J. Walsh accepts presidency in January

2. Newsletter announcement

IX. ANNOUNCEMENTS

X. DATE/TIME OF NEXT MEETING

A. January 25 / 5:30 PM

XI. MEETING ADJOURNMENT

A. President J. Ritchie called the meeting adjournment at 7 PM.

B. R. Guidi 1st, M. White 2nd