



REGULAR BOARD MEETING

Firehouse — 3410 Shoreline Highway, Stinson Beach, CA

September 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

Board Present: J. Ritchie — President; J. Walsh, R. Guidi, M. White — Directors
Staff Present: 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. M. White 1st, R. Guid 2nd
- V. PUBLIC EXPRESSION
- VI. REPORTS
 - A. Bookkeeper*
 1. Fuel invoicing
 - a) NPS lifeguard and maintenance personnel current on invoicing
 - b) Paid two invoices
 2. Drill fees
 - a) Processed June and July
 - b) Mandating direct deposit only, issues with cashing checks
 - (1) T. Murphy to outreach to those without direct deposit
 3. W funds
 - a) Audit for funds
 - b) Receiving distribution by end of September
 - c) T. Murphy make a file in Google Drive
 4. Marin County Finance Department
 - a) Made adjustments to investment fund
 - b) Outlined how much should be invested \$1.6M
 5. West America Bank liquidate funds after Oct. 15
 6. Paid third payment on liability insurance \$5600
 7. Kawasaki Architects invoice paid
 8. M. White 1st, R. Guidi 2nd
 - B. Administration
 1. 2020 Local Agency Biennial Notice: Conflict of Interest Code
 - a) Response due 10/1, Amendment due before 12/30
(See Item 8 below)
 2. ISO update
 3. Approval of Marin Special Districts Association proposal
 4. Overtime Policy*
 5. Woodward fire reimbursement
 6. Cal OES portal-portal resolution approved
 7. Oceanic Fire
 - a) Report received
 - b) Letter to expedite debris removal
 8. Employee manual
 - C. Fire Chief

1. 28 calls this period, 22 medical
 2. Shed for air trailer
 - a) Need additional funds
 - b) Approve \$6k - wait for next meeting, SBVFA will cover and hopeful get reimbursed by district
 - c) District will provide lunch
 3. Ladder testing
 - a) Annual service performed
 4. Hurst tools
 - a) Annual service performed
 5. Marin Wildfire Prevention Authority (MWPA) projects
 - a) Fire Safe Marin
 - (1) Chipper day Oct. 26
 - (2) Inspection records available via tablet
 - b) Glass Incident
 - (1) E-880 on structure assignment 9/28
 - (a) W. Mitchell, N. Ferrari
 - (b) Cross-staffed with Bolinas Fire
- D. EMS
1. 23 EMS, 79% of last month's call EMS related
 2. EMS drill
 - a) Secondary followup to Lucas Device
 3. EMT Class completion update
 - a) Pass rate of 12/15
 - b) 3 people who did not pass, dropped out third day of course
 - c) Awaiting for some to pass national registry exam
 4. First Responder/EMR class preparation
 - a) Working with members of the Marin County EMS office to develop an in-house EMR course
 - b) Established a training program to start a class starting Feb. 1, 2021
 5. M97 status
 - a) Continue on weekends through October
 - b) Supplement staffing on Red Flag Warning days
 6. Male and female dorm
 - a) Request facilities committee to meet and discuss
- E. Disaster Council
1. Stinson Beach Disaster Plan status
 - a) C. Crosby researching other Disaster Council plans, previous Stinson Beach plans
 - b) Working draft of Disaster Council standard operating procedures
 - (1) Encompass emergencies that include fire, earthquakes, power outages,
 2. Disaster Coordinator Trainee appointment*
 - a) C. Crosby appointed as trainee working with J. Peri, taking over as Disaster Coordinator on 12/1
 - b) Paid at hourly rate of \$27.50, \$5k budget
 - c) Appoint and create position
 - d) M. White 1st, R. Guidi 2nd
- F. Water Safety
1. No training / no water calls
- G. Maintenance
1. WT-890 extensive list to update/fix parts
- H. Training

1. No report
- I. Standing Committees
 1. Wildfire Safety & Prevention
 - a) Chipper day on Oct. 26
 2. Firehouse Advisory Committee (FAC)
 - a) Continuing meetings with different county officials
- VII. UNFINISHED BUSINESS
 - A. Marin Clean Energy (MCE)
 1. No report
 - B. Traffic Control
 1. County put together detailed plan how to mark no parking areas
 - a) Waiting for Chief K. Stevens and Deputy Sheriff Cushman to do a walk through next week
 2. Working to increase fines and get attention from supervisors in police office
 - C. Adoption of the Out of County Policy*
 1. Retroactive to Woodward Incident
 2. R. Guidi 1st, J. Walsh 2nd
- VIII. NEW BUSINESS
 - A. SB Motel property construction
 1. Allowing them to use property necessary
 2. Reached agreement
- IX. ANNOUNCEMENTS
- X. DATE/TIME OF NEXT MEETING (October 26 / 5:30 PM?)
- XI. MEETING ADJOURNMENT
 - A. President J. Ritchie called the meeting adjournment at 7 PM.
 - B. J. Walsh 1st, R. Guidi 2nd