

**KENTFIELD FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING**

MEETING TYPE: Regular

DATE: Tuesday, March 21, 2018

CALL TO ORDER: 6:30 p.m. by Chairman Evergettis. Chairman Evergettis led the assembly in the Pledge of Allegiance.

ROLL CALL: All Directors were present. Also in attendance were Chief Pomi and Recording Secretary Mulkeen.

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Gerbsman/Naso to approve the minutes of February 21, 2018. Director Murray abstained. All ayes.

PUBLIC COMMENT PERIOD: As there were no members of the public in attendance, no comments were received.

SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None

UNFINISHED BUSINESS:

- a. Fire Inspector Update: Chief Pomi reported he contracted with Consultant Todd Lando to perform prevention work every Wednesday. He started today. Consultant Lando will manage all vegetation management projects, 4291/SRA vegetation management inspections, and work on local and state level grant writing. He will compile geographic mapping information that will reveal how these inspections are working and the locations of our highest wildfire danger areas. Chief Pomi commented he is pleased to have him. Chief announced he re-posted the inspector position and received several applications. He identified three qualified candidates and will schedule interviews soon.

NEW BUSINESS:

- a. KAPF Labor Contract Negotiation Process: Chief Pomi introduced Captain Anthony Garcia, Association President, and conveyed Captain Garcia sent Chairman Evergettis a letter to initiate the engagement of the negotiation process. He referred to the Negotiation Ground Rules Agreement in the Board packet. Captain Garcia thanked the Board for their time and commitment. He introduced the negotiation team, Engineers McKnight and Marty and commented that they encourage other Association members to observe the process for training purposes. Captain Garcia asked if the Board had any questions on the ground rules. Director Naso asked if item #11 was the only change. Captain Anthony replied that item #2 changed from "negotiating parties" to "both parties." Chairman Evergettis thanked Captain Garcia and advised him that he and Director Gerbsman will be on the negotiating sub-committee. Chairman Evergettis expressed concern regarding item #13, allowing additional Association members to attend negotiation meetings, which he feels may lead to confusion. Captain Garcia responded that the Association encourages young members to observe negotiations for training purposes. After a brief discussion, both parties agreed that Captain Garcia would request approval from Chairman Evergettis prior to any additional Association members attending negotiation meetings. Captain Garcia will amend the Negotiation Ground Rules agreement item #13 from "Members of the Association may attend negotiation meetings for training purposes" to "Members of the Association may attend negotiation meetings for training purposes with the consent of the Chairman of the Board." Chief Pomi requested Captain Garcia amend the ground rules tonight so both parties can sign the document. Captain Garcia added he looks forward to scheduling their meeting. Chief Pomi suggested to Chairman Evergettis, he could contact Accountant Hom to get incremental salary information for negotiations. Chairman Evergettis appreciated the suggestion and asked Chief Pomi to proceed.
- b. CLOSED SESSION-KAPF Labor Negotiation: The Board moved into closed session at 6:45 pm. The Board returned to open session at 7:05 pm. Chairman Evergettis announced they had nothing to report. Chairman Evergettis and Captain Garcia signed the amended Negotiation Ground Rules agreement.
- c. CLOSED SESSION-Fire Chief Annual Review-The Board moved into closed session at 7:06 pm. The Board returned to open session at 7:17 pm. Chairman Evergettis announced they had nothing to report.
- d. Business Cards for Board Directors: Chief Pomi announced the District can order business cards for Directors and referred Directors to the sample in the board packet. If Directors are interested, Chief Pomi asked them to complete the order form and submit it to Administrative Assistant Mulkeen.

CHIEF'S REPORT:

Chief Pomi reviewed the following:

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Projects/Initiatives/Committees

RVPA: March 1, 2018 the Board began discussion about the tax measure for the November ballot. RVPA homeowners will have this tax measure up for renewal. Chief Pomi commented an annual tax increase will most likely be recommended.

MERA: Met February 28, 2018 regarding Low Income Senior Homeowner exemption-and the distribution of the exemption forms; The District posted this information on our website and NextDoor.

FAIRA: Fire Agencies Insurance Risk Authority-Review of FAIRA Loss Summary for the District for the past 10 years. Since 2008, the District has incurred \$15,006 in losses. The District has done well with liability insurance. FAIRA projects costs to increase 10 to 25% this next fiscal year. If Directors have any questions please contact the Fire Chief.

Planning/Actions

Temporary Firefighter Proposal – with two members off on medical leave, one leaves a vacancy in a staff line position. Chief Pomi requested the Board consider extending the Temporary Firefighter position from the end of February 2018 through the end of this calendar year, an additional ten months. The Temporary Firefighter can be assigned to shifts to cover OT and vacations. He explained his justification is a cost savings benefit to the District. The Temporary Firefighter will be hired for the remainder of the year with a base salary of \$71,000 and non-benefited. In comparison, if the District paid its current staff to cover upcoming vacation and OT due to out of county assignments the Chief estimates he would need to cover 1500 hours at a projected cost of \$90,000. Utilizing the Temporary Firefighter position would save the District \$19,000. Tony Tescallo would fill this position. He has worked with the District as a Seasonal and Resident Firefighter. Tony Tescallo went through our professional testing process, scored well and is ranked at the top of the list. Chief Pomi added the Association approves this proposal and he has initiated the process. He requested the Board approve the extension of the Temporary Firefighter position.

OPPORTUNITY FOR PUBLIC COMMENTS: There were no public comments made.

M/S Murray/Naso approve and extend the Temporary Firefighter position from February 2018 through the end of this year, 2018. All ayes.

Community Heritage & History Day May 5, 2018, 11am-2pm - Chief Pomi reported the District received an invitation to attend this event at the Bon Air Center and he gladly accepted. The District will have a table to distribute fire prevention information at the start of fire season. He hopes the new Engine 17 will be ready and on display at this community event.

Financial/Budget

F/Y 18/19 Budget –Chief has asked for Staff budget requests

Unassigned fund balance-reassigned-Hom Presentation at April BOD meeting

Operations/Significant Events

Seasonal Firefighters will start in late April. The Captains screened seven candidates, and made three conditional offers. The candidates are going through backgrounds now. The goal is to have the Seasonal Firefighters begin vegetation management inspections in May. Once hired they will be assigned to shifts and work until the end of the fire season.

February Blood Bank Report – Chief noted Erik Humber's blood drive report and the Marin IJ article regarding the 94-year blood donor, Mr. Pelmear.

Prevention/Public Education/Community

FIRESafe Marin/PG&E Fuel Reduction Grants, 2018 Project Proposal-Chief reported he applied for a \$30,000 grant from PG&E for the District and hopes to hear back soon.

What Marin Can Learn from Wildfires, Mudslides presented at March 6 event at Civic Center hosted by Board of Supervisors – Chief Pomi reported a variety of different agencies attended the event. He directed the Board to the News Release in the Board packet and highlighted a number of insurance lessons learned. A brief discussion followed.

Vegetation Management Program – The District is contracting with Consultant Todd Lando.

Logistics

Building: Generator Annual Service & Load Testing – The District generator has its own diesel tank; it will run for several days. It runs the entire facility and is clean energy.

New Engine 17: Engineers Johnston and Nelson completed the final inspection. Chief reported he hopes the engine is in route to California this week. It may take more than a month to get it in service. The engine will stay in Sacramento for a couple of weeks.

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Labor/Association

Currently two members are currently on medical leave of absence.

Out of County Events

The Water Team is on standby for Southern California.

OPPORTUNITY FOR PUBLIC COMMENTS: There were no public comments made.

M/S Gerbsman/Naso to accept the Chief's Report. All ayes.

DIRECTOR MATTERS: None

CORRESPONDENCE: Reviewed.

DISTRICT OPERATIONS: The Board reviewed February 2018 Incident Log and Overtime Reports.

APPROVAL OF WARRANTS:

M/S Naso/Gerbsman to approve February warrants 805301403 to and including 805301462 for \$292,520.07. All Ayes.

The next regular meeting will be held on April 18, 2018.

A moment of silence was held for Ryan Douglas Zirkle and his family.

M/S Gerbsman/Murray to adjourn this meeting at 7:42 p.m. All ayes.

Respectfully submitted,

Sharon Mulkeen
Recording Secretary