

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

MEETING TYPE: Regular

DATE: Tuesday, July 17, 2018

CALL TO ORDER: 6:30 p.m. by Chairman Evergettis. Captain Glenn 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 Naso/Gerbsman to approve the regular meeting minutes of June 13, 2018. All ayes.

PUBLIC COMMENT PERIOD: Retired Engineer Dan Trimble thanked the Board for all the years of service that they took care of him. Director Murray commented Engineer Trimble was a great person to have on the crew. Chairman Evergettis added you never know when a fork in the road of life is going to change things. The entire Board thanked Engineer Trimble for his service and wished him well.

AGENDA ADJUSTMENTS: None

SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None

UNFINISHED BUSINESS:

- a. Speed Humps on Manor Rd: Director Naso thanked the Chief for placing this item on the agenda. He presented photos of the two sets of speed humps, installed in 2006, affixed to the asphalt on Manor Rd and reported they crack and come apart every three months. When fire engines come up the street, they stop before going over the humps. Director Naso expressed his continued support to remove the speed humps. The recent fire on June 19, 2018 at the top of Vista Grande and the subsequent evacuation, proved it was difficult for cars to exit the area while engines were going up the street to the fire. Director Naso asked the Board to take action on this matter. A board discussion followed. The Board agreed this was a matter out of its jurisdiction and recommended Director Naso create a petition and canvas his neighbors in order to address this matter with Supervisor Katie Rice and the Board of Supervisors. Chairman Evergettis and Director Gerbsman offered to work with Director Naso to address his concerns and if the Board is agreeable they can write a letter that proves these speed humps slow down response times. Chief Pomi added that he was approached and asked for his opinion on adding speed humps on McAllister Ave, Berens Drive and Eliseo Drive. Chief reported he offered his opinion noting the humps create challenges for safety vehicles and in both cases, the County did not pursue installing the speed humps. Director Naso thanked the Board and Chief Pomi for their suggestions.
- b. Board of Directors Candidate Nominations: Chief Pomi announced candidate nominations are being accepted by the Elections Department. This year Board terms expire for Directors Gerbsman, Naso and Evergettis. Board members wishing to continue Board service can submit paperwork from July 16 through August 10, 2018. Chief referred to the Candidate Guide in the board packet instructing board members to go up to the County Elections Department and complete the application and necessary paperwork with Dan Miller in Room 121. The District will pay all fees. If only three candidates applying for Kentfield Fire District board positions, there will not be an election, you will automatically get the position. Chief Pomi asked Admin Mulkeen to send the Directors a reminder on August 1.
- c. Administrative Staff 2018/19 Labor Contract Negotiation Process: Chief Pomi referred to his letter in the board packet, on behalf of the administrative staff (Accountant Hom and Administrative Assistant Mulkeen) under contract with the board and respectfully requested the Board consider granting them a 3% salary adjustment commensurate with that of represented members. The Chief feels it is appropriate to offer the 3% increase to administrative staff.

M/S Murray/Naso to approve 3% salary adjustment for Administrative staff members for FY 2018/19.

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

Ayes: Corbet, Evergettis, Gerbsman, Murray, Naso. Motion passes

- d. Public Hearing for 2018/19 Proposed Final Budget: Chairman Evergettis opened public hearing at 6:55 pm.

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

Chairman Evergettis closed the public hearing at 6:56 pm.

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- e. 2018/19 Proposed Final Budget: Chief Pomi presented the proposed final budget reviewing each category highlighting a few minor changes.
Revenue: No change
Personnel Cost:
Category 1010/Extra Hire: Reflects an additional \$10,000 to pay for contractor, Todd Lando. The funds will also be used to hire temporary firefighter as the agency moves forward with promotions and new hires.
Service & Supply:
Category 2020/LAFCO: The invoice arrived this week. The initial projection was \$3857; the invoice reflected \$4179. This category increases by \$322.00.
Debt Service: Remains the same
Capital Outlay:
Category 4041/PPE: Captain Garcia reported to Chief that he has seen an increase in the cost of turnout gear, rain gear, etc. Chief added \$3,000 to this category increasing the proposed \$19,250 to \$22,250 final.
Reserve Allocations: Chief explained that once the 2017/18 audit is complete the unassigned fund balance can be assigned.
Budget Analysis: Chief distributed a corrected copy due to a calculation error on the board packet copy. Chief explained the final budget revision reflects the fund balance in a positive position of \$4,406.26

M/S Murray/Gerbsman to approve FY 2018/19 final budget as presented by Chief Pomi.

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

Ayes: Corbet, Evergettis, Gerbsman, Murray, Naso. Motion passes.

NEW BUSINESS:

- a. Fire Inspector Contract: Chief Pomi explained when B/C Hadfield was out on leave in December, the board committee identified a need to hire a Fire Inspector. In January, Chief reported he identified a candidate but it did not work out. He reposted the position and successfully identified Larry Pasero from Napa. Mr. Pasero has a tremendous amount of experience. He has completed an extensive background and medical exam. Mr. Pasero will not be part of the Association MOU; his contract covers his benefits and is similar to the Provisional Firefighter contract. Chief asked the Board to review and ratify the contract tonight. Chief is currently working with CalPERS to add the Fire Inspector position to the Safety Plan. When the District joined CalPERS in 1973 the Fire Inspector position did not exist. He requested the board to approve Mr. Pasero's contract and that as soon as the District receives approval from CalPERS then Mr. Pasero will start work the next day. Chief ask the board if they had any questions. Director Murray asked what vehicle Mr. Pasero would use. Chief responded the District does not have a vehicle exclusively for the fire prevention officer. Chief Pomi reported that in speaking with Chief Shurtz, Central Marin Fire is purchasing a new vehicle for their Fire Inspector and that they will allow Kentfield Fire District to use their old Ford Expedition. Chief Pomi advised he would discuss future vehicle options with Engineer Johnston. Chief Pomi commented it is very important that Mr. Pasero have a vehicle that signifies he is with the Fire District.

M/S Gerbsman/Murray to approve the Fire Inspector Contract as presented subject to CalPERS updated information.

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

Ayes: Corbet, Evergettis, Gerbsman, Murray, Naso. Motion passes.

CHIEF'S REPORT:

Chief Pomi reviewed the following:

Operations/Significant Events

Recent retirements have necessitated the District to move personnel and change shift personnel, setting them up for success. This provides the highest level of service to the community. Chief announced that Captain Glenn will move into an Acting Battalion Chief position. Captain Glenn has been the Training Captain for fifteen years; he is state certified, has almost completed his strike team leader training and is an asset to the District and, as we move forward, with shared services. As Acting Battalion Chief he will support the District administratively too. Engineer Viau, will move permanently to A Shift and become Acting Captain. Mitch Neve will fill the Temporary Firefighter position vacated by Engineer Viau. All the acting positions will become permanent once Hadfield is cleared from our payroll. All these changes are in the FY 2018/19 budget. Chief reported he met with most of the staff/union and laid out the plan and thanked them for their time and understanding. Chief estimates it may take one to two months to make the positions permanent and will schedule a pinning presentation at that time.

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Financial/Budget

Final FY 18/19 budget-Chief Pomi thanked the Board for approving the budget. It will be posted on the Kentfield Fire District website.

Logistics

La France Shed repair project – Chief reported the shed has a new roof and garage door with new paint. The project is complete. Chief thanked Firefighter Bridges for managing this project.

New Engine 17 – Chief Pomi thanked Engineer Johnston for his work on the engine. Engineers Johnston and Nelson are getting equipment mounted and Engineer Johnston attached the deck gun; members have been driving at least three hours each with additional hours pumping. There has been a delay on the radios, ordered two months ago, have not yet arrived. The District has called Motorola to urge delivery soon.

Labor/Association

Contract negotiations completed. Chief Pomi thanked the Board on behalf of the Association and District. Chief advised Chairman Evergettis he could sign the MOU tonight.

Out of County Events

No current assignments. Chief Pomi reported CalFIRE reports that fires are at 200% above fire acreage from last year. Chief predicts this could be another significant fire season.

M/S Gerbsman/Naso to approve the Chief's report. All ayes.

DIRECTOR MATTERS: None.

CORRESPONDENCE: Reviewed

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

APPROVAL OF WARRANTS:

M/S Naso/Murray to approve June warrants 805301649 to and including 805301717 for \$622,990.44. All Ayes.

The next regular meeting is Wednesday, August 15, 2018. Admin Mulkeen will email Board members to confirm the meeting date.

A moment of silence was held for Captain Cory Barr from Sun Prairie, Wisconsin killed while evacuating people from a gas line blast downtown. Captain Dave Rose, Long Beach, CA killed from gunshot wounds while evacuating residents from gas fumes at a retirement home. Battalion Chief John Whitting, Alameda County who received very serious facial dog bite injuries while fighting a fire with a house full of dogs. Braden Varney, CalFIRE Heavy Fire Equipment Operator, killed at Ferguson Fire when his dozer turned over.

M/S Gerbsman/Naso to adjourn this meeting at 7:21 p.m. All ayes.

Respectfully submitted,

Sharon Mulkeen
Recording Secretary