

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

MEETING TYPE: Regular

DATE: Wednesday, September 19, 2018

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

ROLL CALL: All Directors were present except Director Murray. 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 July 17, 2018. All ayes.

PUBLIC COMMENT PERIOD: None

AGENDA ADJUSTMENTS: None

SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None

UNFINISHED BUSINESS:

- a. **Permanent Full Time Firefighter:** Chief Pomi explained that with B/C Hadfield's retirement in June 2018, the board had approved placing Captain Glenn to Acting B/C, Engineer Viau to Acting Captain, and appointing Volunteer Firefighter Neve to Temporary Firefighter at the July 2018 board meeting. The acting positions would become permanent once the District completed the business processes and payments relating to B/C Hadfield's retirement. Chief Pomi recommends and requests the Board approval to promote Temporary Firefighter Mitch Neve to full-time Permanent Firefighter effective October 10, 2018. In this position, he will receive the base salary and the professional firefighter benefit package. He is currently working C Shift with Captain Garcia.

M/S Gerbsman/Naso to approve the appointment of Temporary Firefighter Mitch Neve to Permanent Firefighter effective October 10, 2018.

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

Ayes: Corbet, Evergettis, Gerbsman, Naso

NEW BUSINESS:

- a. **2018 Biennial Notice/Conflict of Interest Code:** Chief Pomi explained this biennial notice is directly related to Form 700 that board members complete every year. The Board is required to review the Conflict of Interest Code and Resolution 6-2014 and attachments a, b, and c. The codes states that Board members, general counsel and the Fire Chief are required to file Form 700 every year to report any conflict of interest. Chief Pomi asked the board to review the resolution. The Chief acknowledged he did not recognize a need to change the current resolution.

M/S Gerbsman/Corbet to approve the 2018 Biennial Notice/Conflict of Interest Code.

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

Ayes: Corbet, Evergettis, Gerbsman, Naso

- b. **Annual Gann Appropriations Limits Report:** Chief Pomi advised that Accountant Hom creates this report every year. This report sets the dollar limit the District can tax our community. The dollar limit can be adjusted annually based on population and income. For FY 17/18 this report calculates the tax amount limit to collect is \$5,564,304.00. Chief Pomi added that this report satisfies the requirement for auditors and the State of California.

M/S Gerbsman/Naso to approve the Annual Gann Appropriations Limit report prepared by Accountant Hom.

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

Ayes: Corbet, Evergettis, Gerbsman, Naso

- c. **Resolution 8-2018 Determining the 2017/18 Appropriations Limit**

M/S Gerbsman/Naso approve Resolution 8-2018 determining the 2017/18 appropriations limit of \$5,564,304.

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

Ayes: Corbet, Evergettis, Gerbsman, Naso

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

- d. Fire Chief 2018/19 Labor Contract Negotiation Process: Chairman Evergettis commented that he is delighted with the Chief's performance. All Board members concurred.

M/S Gerbsman/Naso to approve 3% salary adjustment for Chief Pomi for FY 2018/19, effective July 1, 2018.

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

Ayes: Corbet, Evergettis, Gerbsman, Naso

CHIEF'S REPORT:

Chief Pomi reviewed the following:

Projects/Initiatives/Committees

RVPA – Measure S on November Ballot: Chief Pomi reported the District measure for the paramedic tax is on the November 6 ballot. Kentfield residents will be asked to pass the measure. All eight JPA agency members (Corte Madera, Fairfax, Kentfield, Larkspur, Ross, San Anselmo, Sleepy Hollow, and un-incorporated parts of Marin County) will have this measure on their ballots. Chief Pomi commented that Director Corbet is a member of the RVPA board. Director Gerbsman asked how the District is promoting a YES vote on this measure. Chief Pomi replied the District has posted fact-based information through social media outlets and that the RVPA will promote from their organization. Chairman Evergettis commented that he wrote a statement in favor of the measure for the ballot. Chief Pomi added there was no statement against the measure submitted.

MERA–Next Generation Project Update: Chief Pomi referred to the handout/overview in the board packet and commented that he and Director Naso attend the monthly meetings. MERA is working through their environmental impact report. Locally MERA Marin County has received radios for Kentfield. The District has one tri-band radio installed and in service on the new engine. We are the first to install. Director Gerbsman asked if the public is able to hear the radio traffic. Chief replied there is a website, broadcastify, a state run program, where you can find radio transmissions statewide. He will email the web-based link for board members to access.

Kentfield School District Safety Committee: The District is working with schools to create plans for active shooter incidents, the use of fire alarms, etc. Chief reported in the recent past active shooters have used fire alarm pulls located outside of school buildings and as the students exit, the students are being attacked. Fire Departments are working with the State Fire Marshal's office to remove alarm pulls from outside schools to deter shooters from activating them. B/C Glenn and Inspector Pasero are currently working with the schools in our District. Director Gerbsman asked if our staff carry weapons. Chief Pomi replied no, the police/sheriff carry weapons. The District has purchased bulletproof vests, helmets and side armor, in addition to extrication/tourniquet kits. Chief reported that the task force now integrates law with fire. The URVI training in Indian Valley College just completed.

Planning/Actions

Pancake Breakfast/Open House: Scheduled on the second Sunday of October, on October 14, 2018. The banner is hung. Firefighter Bridges is the Chairman for the breakfast this year. Chief advised the District is posting and publishing information on the pancake breakfast through social media to the community.

Long Range Communication–LRAD: Chief Pomi introduced the next generation emergency warning system and gave a video presentation. Chief explained LRAD sends a sound and a voice warning notification to the community. The voice is very clear. He attended a demonstration recently and was impressed with its capabilities. Chief explained that one LRAD pole covers 3000 feet at the same volume, whether up close or far away and can penetrate walls and glass. The District's roof siren sounds off to warn residents of eminent danger but cannot relay a message. For example, Chief Pomi said if one LRAD pole was installed at the fire station its range would cover from the station to Evergreen, Granton Park to Ross Fire Department as well as Upper Toyon to between Wolfe Grade and Manor, to include McAllister Ave and Berens Drive. If Larkspur Fire Department installed at Station 15 its range would come up to the College of Marin, around Marin General Hospital and the neighborhoods in that area. If Station 16 installed the coverage would come up to El Portal. In collaboration with these other stations, Chief believes the District will be able to cover a lot of our zone, very exciting. Chief reported he would start working with neighboring Chiefs and LRAD to create a design to meet our District needs. Chief Pomi added many Marin Fire Departments are considering this system and may purchase the system collaboratively. It is a way that we can alert the community without residents having possession of their cell phones. He added that Chief Welch with Mill Valley Fire is purchasing the system, installing five poles for an estimated \$300,000 or \$60,000 per pole. Chief thinks Kentfield would need three poles at an estimated \$180,000 to \$200,000. Another option would be to purchase a portable pole, which takes just minutes to set up. Director Naso asked how the District would fund this

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

purchase. Chief replied that he, Chiefs Shurtz, and Welch have considered possible funding from FEMA or SHSGP (State Homeland Security Grant Program) but sometimes that process is lengthy and/or not successful. He suggested that when the FY 17/18 audit is completed at the end of the year the board could choose to create a reserve account for emergency preparedness or emergency warning and place some of the surplus funds there.

Financial/Budget

FY 17/18 Audit: The audit process just completed. The auditors are prepping the report.
Chetco Bar Fire: The District received the last OES payment in August 2018. The District has collected almost \$700,000 from the 2017 out of county fire season.

Operations/Significant Events

Shared Services with Central Marin Fire: Report Update: The District continues to share services; nothing has been formalized to date.

Training/Wellness & Fitness

Trench Rescue: Block Training in San Rafael with B/C Glenn as lead trainer. MMWD did shoring.
URVI Block Training with Marin Law Enforcement at IVC: This training consists of creating a task force that has three officers out front, and two EMTs behind going in to get victims and bring out while other team stabilizes the incident. This is new training and is good to train with law enforcement.
IAFF Peer Support Class & Healing our Own/Behavioral Health Task Force: Chief commented statistics show suicide rates accelerated in last three years among emergency responders. Captains Garcia, Viau, and Engineer Marty attended the training on August 23 & 24.

Prevention/Public Education/Community

College of Marin Fire Evacuation Drill: scheduled for September 26, 2018.
September 4, 2018–Flag Raising Ceremony (first day of school at Kent Middle): staff attended.
September 2018–National Preparedness Month and Disaster Trailer Update: Engineer Marty working on getting specs for the trailer; Marin Catholic agreed to house the trailer at the school. Chief met with College of Marin Chief of Police and reported they have a new disaster trailer not yet in service.
KFD Instagram: Chief announced the District has a new account. Fire Inspector Pasero is posting District information on training, out of county assignments, pancake breakfast.

Logistics

New Engine 17: Chief announced the new engine 17 is in service today, 602 days since we signed the contract, January 26, 2017. It is a great engine. Engineers Johnston and Nelson led the project with all the shift personnel having worked on it. Captain Fox and his crew did a tremendous job getting the engine ready today.
Surplus of E17A-1996 HME Type One Pumper: This engine has served its life and is ready to be sold. Chief Pomi asked the board for direction to surplus the engine. Engineer Nelson will work on this project, with an unknown sale price projection.

M/S Evergettis/Gerbsman to give Chief Pomi full authority to surplus E17A, 1996 HME Type One Pumper.

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

Ayes: Corbet, Evergettis, Gerbsman, Naso

Labor/Association

Nothing to report

Out of County Events – OES was out 28 straight days in August.

Cranston Incident/Riverside County (Garcia, McKnight, Johnston, Castleberry)
Mendocino Complex/Mendocino County (Viau, Bridges, Tescallo, Beltramo)
Carr Incident/Shasta County (BC Glenn as Safety Officer)
Snell Incident/Napa County (Fox, Johnston, Marty, Dourneau)

Chief Pomi added that B/C Glenn was assigned to Mendocino Complex/Ranch Fire as a Safety Officer on September 17. The assignment task is to clean up, rehab, road maintenance and manage some inner burnings. B/C Glenn is working 12-hour day shifts. He is stationed at the Stonyford base camp.

Chief Pomi reported to the Board that the Marin OES engines are activated tonight due to red flag status, effective 11:00 pm tonight through 5:00 pm – 7:00 pm, Thursday, September 20.

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

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

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

Ayes: Corbet, Evergettis, Gerbsman, Naso

DIRECTOR MATTERS: None.

CORRESPONDENCE: Reviewed; Chairman Evergettis commented on the letters received. He appreciates the feedback from the public particularly the thank you letters for our firefighters who have done an excellent job of going above and beyond what they need to do.

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

M/S Gerbsman/Corbet to approve July and August 2018 Incident Log and Overtime Reports.

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

Ayes: Corbet, Evergettis, Gerbsman, Naso

APPROVAL OF WARRANTS:

M/S Naso/Gerbsman to approve July warrants 805301718 to and including 805301805 for \$881,162.09. All Ayes.

M/S Naso/Gerbsman to approve August warrants 805301806 to and including 805301873 for \$405,264.51. All Ayes.

The next regular meeting is Wednesday, October 17, 2018.

A moment of silence was held for all those that have been injured or lost their lives and all their families.

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

Respectfully submitted,

Sharon Mulkeen
Recording Secretary