

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

MEETING TYPE: Regular

DATE: Wednesday, November 14, 2018

CALL TO ORDER: 6:30 p.m. by Vice Chairman Corbet. Captain Fox led the assembly in the Pledge of Allegiance.

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

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Gerbsman/Murray to approve the minutes of October 17, 2018. All ayes.

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

AGENDA ADJUSTMENTS:

SPECIAL ANNOUNCEMENTS/PRESENTATIONS:

- a. Promotion and Badge Pinning Ceremony – Chief Pomi announced the pinning ceremony and welcomed guests, family and staff. He thanked the Board for allowing him to recognize these employees and present them with badges during the board meeting. Chief stated this ceremony recognizes the accomplishments, commitment and dedication of two individuals: Captain Viau and Fire Inspector Pasero. He explained that the badge symbolizes a profound trust that the community has in us; and stated that as the badge is pinned on your chest tonight, you are accepting that profound trust. Chief commented what other profession in the world allows three to six complete strangers rush to a home where a stranger welcomes you in and allows you to go to work. In another example, a young mother holding her infant calls 911. The ambulance and fire personnel arrive and she hands her infant to complete strangers and says make it better. Again, this is a profound sense of trust.

Captain Viau began his career with Kentfield Fire in 2000. With nineteen years of service, he has served as a Volunteer Firefighter, Resident Firefighter, Seasonal and Temporary Firefighter. As a Professional Firefighter, he has worked through the ranks to Engineer and promoted to Captain two months ago. He is a member of the Marin County USAR Team and OES Water Rescue Team 11. Captain Viau is certified in Marin through the State of California and is a certified rescue system's technician and a certified fire officer. Captain Viau has a lot of training, experience and dedication. Chief described Captain Viau as detailed and devoted. Chief congratulated Captain Viau. Mrs. Viau and their daughters pinned Captain Viau. Captain Viau thanked the District for their support without which he would not be here. He thanked his family, co-workers, and leaders that have inspired him to develop his career.

Fire Inspector Pasero joined Kentfield Fire District just three and a half months ago and we are excited to have him. He started in the fire service in 2006 with South San Francisco. In 2007, the Napa City Fire Department hired him as a Fire Inspector. While working for the Napa City Fire Department he was part of the incident management team, did lots of work during the Napa earthquake and last year during the North Bay fires. Fire Inspector Pasero is a certified fire prevention officer, certified fire protection specialist, certified fire plans examiner and investigator. Fire Inspector Pasero has a lot of experience with fire prevention and we are fortunate to land this caliber of individual. Chief Pomi described Fire Inspector Pasero as meticulous and experienced and welcomed him to the Kentfield family. Mrs. Pasero and Luca Pasero pinned Fire Inspector Pasero. Inspector Pasero thanked the board and the staff and commented it is great to know everybody and be a part of this District with its long history. He is proud to be a member of the department and looks forward to serving this community to the best of his ability.

M/S Gerbsman/Murray to recess at 6:45 pm for badge pinning reception. All ayes.

M/S Gerbsman/Murray to reconvene the Board meeting at 6:54 pm. All ayes.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. Board of Directors Oath of Office-Chief Pomi explained that there were only three openings and three candidate applications for the Kentfield Fire District Board, without any challenges; there was no need to proceed with a ballot election. Directors Evergettis, Gerbsman and Naso will continue their service of four-year terms with the District. Chief Pomi administered the oath of office for Directors Gerbsman and Naso. Both Directors commented it is a pleasure to serve with the board and for the community. Chief Pomi thanked the Directors for their willingness to serve another four-year term.

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- b. Shared Services Agreement – Chief Pomi referred to the Shared Services Agreement with Central Marin Fire in the board packet. The Agreement is the result of the shared services committee seeking to provide better service to our community without increasing costs. The committee members are Chairman Evergettis, Director Gerbsman, Captain Garcia and Engineer Marty and Chief Pomi. The committee identified advantages and addressed concerns association members brought forward. As a result, the Association is in full support of the Agreement. The Agreement, between Central Marin Fire (made up of the Town Corte Madera and City of Larkspur) and the Kentfield Fire District, creates continuous routine sharing of resources. Chief explained this Agreement offers the following benefits: 1) B/C Glenn fills the B/C position for Central Marin Fire on B shift. In this role, he will manage the entire battalion, Central Marin Fire and Kentfield Fire District. In return Central Marin Fire B/Cs on A and C shifts will also cover the entire battalion. Kentfield will pay the salary of B/C Glenn and Central Marin will pay for their two B/C's salaries. 2) It allows the District to share resources of the Fire Marshal, to cover vacations and fulfill extraneous projects. 3) After required training allows personnel from both agencies to fill in during emergency needs/mandatory times. All OT personnel costs will be invoiced to each agency on a quarterly basis with no financial impact to the District. The benefits are the District is getting two B/Cs on a needed basis, a Fire Marshal and the opportunity to draw from a larger pool of personnel should the need arise. Chief reported that the District's County Counsel has reviewed and approved the Agreement and Central Marin Fire Authority has approved the Agreement. Chief requested the Board approve the Agreement and give him authority to execute it. A brief Board discussion followed.
- c. Shared Services Resolution 9-2018 to approve a Shared Services Agreement between the Central Marin Fire Authority and the Kentfield Fire Protection District for the provision of shared fire and emergency services and authorizing the District Fire Chief to execute the Agreement.

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

M/S Naso/Gerbsman to approve and adopt the Shared Services Agreement between the Central Marin Fire Authority and the Kentfield Fire Protection District for the provision of shared fire and emergency services and authorizing the District Fire Chief to execute the agreement. All Ayes.

CHIEF'S REPORT:

Chief Pomi reviewed the following:

Projects/Initiatives/Committees

RVPA: the voters of Kentfield approved Tax Measure S with 77.37% voting YES.

MERA: meeting at the end of the month. Radio hardware is in the engine and working.

Planning

Pancake Breakfast/Open House- Chief Pomi recognized Firefighter Bridges for managing a great event with 700 guests attending. Chief commented on an email correspondence from retired Engineer Trimble noting Firefighter Bridge's great job. Chief presented Firefighter Bridges with a certificate of appreciation for his leadership on this event.

Long Range Communication – Chief announced he scheduled an LRAD demonstration at Station 17 on December 5 at 1:00 pm. He invited board members to attend. The demonstration will test coverage areas in our District and take about thirty minutes.

Financial/Budget

The FY 17/18 audit presentation is scheduled for the December board meeting. Chief reported receiving a draft of the audit. Ms. Kathryn Yuen of Maze & Associates will present the final audit as Mr. Mark Wong has retired. Accountant Hom will also attend the board meeting.

Operations/Significant Events

Shared Services with Central Marin Fire will improve efficiency and provide greater organizational depth.

Training/Wellness & Fitness

Six Kentfield Fire employees attended the "Drive to Survive" training seminar sponsored by FAIRA. Firefighter Bridges commented it was an excellent seminar.

Prevention/Public Education/Community

Chief announced that the Kent Woodlands was certified as a Fire Wise Community. Mr. Todd Lando, our consultant, will attend our December board meeting to explain what steps the Kent Woodlands took to become fire wise. Chief commented Mr. Lando is excited about expanding this program to other areas of our district.

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Logistics

Front Office/Reception Area – Chief reported to improve station security Admin Mulkeen will move to the front reception area where she can monitor and control front door activity. Firefighter Bridges is managing the process. Mrs. Glenn consulted with us on this process.

Surplus of E17A/1996 HME Type One Pumper Update: Engineer Nelson sent specs to a company in Alabama. They valued the surplus E17A at \$35,000 to \$40,000 and charge 10% if the engine sells.

Labor/Association

Nothing to report

Out of County Events

Camp Incident in Butte County last week had severe fire conditions. The OES was deployed in Butte County; B/C Glenn deployed to the Woosley Fire in Thousand Oaks, Southern California. Chief receives updates from personnel every day and advised they are doing well.

Holiday Party announcements were sent through evite. The party is scheduled for December 15.

DIRECTOR MATTERS:

Director Naso reported he would attend the MERA meeting at end of the month. There has been a lot of activity.

Director Murray thanked Captain Fox and crew for attending the annual Graten Park Fish Fry. All the neighbors loved having the fire crew attend. Director Murray added it means so much to the community.

CORRESPONDENCE: Reviewed; Chief Pomi commented on the certificate of gratitude for the Kentfield Fire District recognizing our blood drive support with 2,885 life-savings units in 17 years.

DISTRICT OPERATIONS: The Incident Log and Overtime Report were reviewed for October 2018. M/S Gerbsman/Naso to approve the October Incident Log and Overtime Report. All ayes.

APPROVAL OF WARRANTS:

M/S Murray/Naso to approve October warrants 805301925 to and including 805301984 for \$354,584.14. All ayes.

The next regular meeting will be held on December 19, 2018.

A moment of silence was held for all personnel deployed to the Northern and Southern California fires and for the families and victims.

M/S Gerbsman/Naso to adjourn this meeting at 7:33 p.m. All ayes.

Respectfully submitted,

Sharon Mulkeen
Recording Secretary