

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

MEETING TYPE: Regular – Virtual Meeting via Teleconference

DATE: Wednesday, March 17, 2021

CALL TO ORDER: 6:31 p.m. by Chairman Gerbsman. C-Shift led the assembly in the Pledge of Allegiance.

ROLL CALL: Corbet-present; Evergettis-present; Murray-present; Naso-present. Gerbsman-present. Also in attendance were Chief Pomi, Deputy Fire Marshal Pasero, Accountant Hom, and Recording Secretary Wilson.

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Naso/Murray to approve the minutes of February 17, 2021. Roll Call Vote: Corbet-Aye, Evergettis-Aye, Gerbsman-Aye, Murray-Aye, Naso-Aye. Ayes: 5; Noes: 0; Absent: 0
Motion passes

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

AGENDA ADJUSTMENTS: None

SPECIAL ANNOUNCEMENTS/PRESENTATIONS:

- a. Kentfield Fire District Water Rescue Program – Referring to the *Kentfield Fire Water Rescue* document created by Captain Kris Viau, Chief Pomi stated the document was meant to serve as a brief presentation on what Station 17 has to offer its community and County. Chief Pomi provided an overview on the water rescue program, noting Kentfield Fire District has five certified rescue swimmers, three of them also being certified as water craft and boat operators. The current water rescue fleet is made up of 2 water rescue crafts: 15R7 and 15R8, also referred to as jet skis. The water fleet consists of an IRB as well, which is an inflatable rescue boat. The IRB enables water rescue crews to perform different types of operations while being able to reach shallow water. Having this water rescue program provides more availability to assist in emergencies, should there be a call in Corte Madera Creek or in the San Rafael area.
Fire Engineer Chris McKnight, who is one of the certified swimmers and boat operators, was available to answer any of the Director's questions. He simply stated the speed of the water crafts can reach up to 40mph, which could provide a prompt response to an emergency scene. He also explained that should the IRB need to be used to raft people to safety in shallow water, the motor could be position up and left unutilized.

UNFINISHED BUSINESS:

- a. **CLOSED SESSION – Conference with counsel regarding claim - Gov't Code § 54956.9; Workers' Compensation Claim Number 20005619** – Chief Pomi stated there was no current update and no action needed to be taken on item a.

NEW BUSINESS:

- a. 2021 Kentfield Fire District Risk Control Report (Safety and Risk Control Review with FASIS) – Chief Pomi explained the District's Fire Agency Self-Insurance System (FASIS), serves as a risk control manager, helping guide the Fire District. They verify safety programs that are required throughout the state as well as Cal/OSHA compliance. FASIS also manages and controls the District's third party administrator, who handles all the workers' comp claims. Every 3 years Kentfield Fire District is required to meet with the FASIS team to review the District's safety programs and identify any deficiencies. On February 25, 2021, the District went through an evaluation and the following areas were assessed: injury and illness prevention, training, pre-employment screening, respiratory protection, policies, procedures, bloodborne pathogen exposures, aerosol transmissible disease, wellness, alcohol and drug policies, standard operating procedures, workplace violence, etc. The 2021 report shows there are no deficiencies in the District's risk control programs. Captain Kris Viau, Kentfield Fire District's risk control officer, does a great job compiling documentation; Information is very well organized in binders and made available to staff and anyone who needs it for resource purposes. During the evaluation, Chief Pomi was able to provide the documentation to the FASIS team members and received an excellent rating, with no deficiencies as shown in the Safety and Risk Control Review.

M/S Murray/Evergettis to accept the 2021 Kentfield Fire District Risk Control Report (Safety and Risk Control Review with FASIS)

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

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Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Aye; Naso-Aye
Ayes: 5; Noes: 0; Absent: 0
Motion passes

- b. KAPF Labor Contract Negotiation Process – Negotiation Ground Rules Agreement
CLOSED SESSION - Pursuant to Government Code §54957.6 for Public Labor Negotiation and Government Code §54957.6(a) for Public Employee Benefit Negotiation – Chief Pomi explained this is the time to review the ground rules for the negotiation process, agree to them and sign. The Board can form a subcommittee to meet with the association to discuss KAPF negotiations, and they can direct staff to prepare any documents or incremental worksheets.
Director Gerbsman requested Chief Pomi and Accountant Hom create a worksheet and present the figures for next fiscal year. He also recommended a Board subcommittee be formed again this year to meet with the association and relay negotiation communications back to the Board. Director Murray and Director Naso offered to be on the negotiation subcommittee. Captain Anthony Garcia and the association negotiation team will need to schedule a date and time with the Board subcommittee. The subcommittee will receive all information and will discuss at the appropriate board meeting, in a closed session. Captain Anthony Garcia stated the only change to the ground rules agreement is the date to represent the following year’s MOU contract: 2021/2022.

M/S Evergettis/Naso to approve KAPF Labor Contract Negotiation Process – Negotiation Ground Rules Agreement

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

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Aye; Naso-Aye
Ayes: 5; Noes: 0; Absent: 0
Motion passes

- c. **CLOSED SESSION - Pursuant to Gov’t Code §54957 for Public Employment and Public Employee Performance Evaluations – Annual Fire Chief Performance and Contract Review**
The Board entered in a Closed Session at 6:49 pm.
The Board adjourned the Closed Session at 6:57 pm and entered back into Open Session.

CHIEF’S REPORT:

- a. Changing the Monthly Board Meeting Schedule – Chief Pomi requested to change the monthly meeting schedule, from the third Wednesday of the month to the second Wednesday. The reason being, the third week of the month always consists of a number of other monthly meetings like the FAIRA Insurance and Fire Chief’s meeting, and it becomes overwhelming at times. The Board has agreed to the request. Chief Pomi stated he would put together a formal request for the Board to approve at the April meeting.

DIRECTOR MATTERS: Directors provided the following information regarding their activities:

Director Naso reported there was a Marin Emergency Radio Authority meeting scheduled for March 24th and he would be attending. He stated there are a number of proposals in the works for MERA and a lot of work that included tower sights. The Marin IJ gave the Marin Emergency Radio Authority some good press a few weeks back for projects being set and ready for construction, which was great to see.

Director Evergettis announced the Marin Wildland Prevention Authority created a report to show where the tax dollar monies are being allocated. The following items were included in the report: Evacuation Studies \$120k, Chipper Program \$160k, Public Education \$250k, Local Agency payments \$2.1m, Personnel \$100k, Startup Costs \$200k, and Defensible Space Clearing \$2m; totaling \$6m. With a previous budget of \$8m, that leaves a surplus of \$2m which will be saved and rolled over to next year. Director Evergettis expressed his personal desire to see patch burning included in the allocation list in the future. The biggest subcontractor for the MWPA is FireSafe Marin who has cleared a lot of land through the Chipper Program. The next Marin Wildland Prevention Authority meeting is scheduled for March 18th and Director Evergettis will be attending.

Director Gerbsman expressed the need for the MWPA as an organization to be more proactive and clarify what they have accomplished, what they are doing, and what types of challenges they are facing. He feels there could be some strategic issues involved and hopes the monies stay within the agreement guidelines.

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CORRESPONDENCE: Were reviewed.

DISTRICT OPERATIONS: February Incident Log and Overtime Report were reviewed.

APPROVAL OF WARRANTS:

M/S Evergettis/Naso to approve February warrant 805303508 to and including 805303555 for \$277,450.42

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

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Aye; Naso-Aye
Ayes: 5; Noes: 0; Absent: 0
Motion Passes

NEXT MEETING: The next regular meeting will be held on April 21, 2021.

ADDITIONAL ACTIONS: Director Gerbsman asked a moment of silence for all to remain safe and healthy.

ADJOURNMENT: M/S Gerbsman/Naso to adjourn this meeting at 7:15 p.m. All ayes.

Respectfully submitted,

Jena Wilson
Recording Secretary