

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

MEETING TYPE: Regular – Virtual Meeting via Teleconference

DATE: Wednesday, November 10, 2021

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

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

VOTE TO CONTINUE VIRTUAL MEETINGS AB 361 – Chief Pomi presented and explained an additional resolution to review that would allow the District to continue to have the opportunity to meet remotely. Kentfield Fire District uses the Zoom platform to electronically host meetings. The Brown Act states that the Resolution needs to be discussed and approved every 30 days in order to meet remotely. Chief Pomi recommended the Board approve Resolution 9-2021.

M/S Murray/Evergettis to approve **Resolution 9-2021**, a resolution of the Board of Directors of the Kentfield Fire Protection District proclaiming a local emergency, ratifying the proclamation of a State of Emergency by Executive Order N-08-21, dated June 11, 2021, and authorizing remote teleconference meetings of the legislative bodies of the Kentfield Fire Protection District for the period November 10, 2021 – December 8, 2021, pursuant to Brown Act provisions.

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
Motion passes

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Evergettis/Corbet to approve the minutes of October 13, 2021. Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Abstain; Naso-Aye;
Ayes: 4 Noes: 0 Abstain: 1
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. **Crown Road 200/300 Roadside Fuel Reduction Project 2021** – Chief Pomi invited Deputy Fire Marshal Pasero to report on the Crown Road Fuel project which was provided in this month's Board packet. Deputy Fire Marshal Pasero announced this was the sixth project completed during the 2021 fuel reduction project season. The project area was roughly a mile long and included the 200 and 300 blocks of Crown Road. The project focused on providing 30 feet of vegetation thinning and clearance of understory and ladder fuels from the road edge to enhance access and egress on these roads. This project will conclude the fuel reduction projects for the KFD this season. This year's fuel reduction projects were very valuable to the Greenbrae and Kent Woodland neighborhoods. For most of the projects, Kentfield Fire District utilized a private company, Forster and Kroeger Landscape Maintenance, to complete the work. Forster and Kroeger Landscape Maintenance completed an extensive training program hosted by the MWPA that trained companies to identify and protect important environmental components while removing vegetation. Through the MWPA process, KFD has been able to identify priority projects for use of our MWPA local mitigation funds with a focus on reducing roadside fuels. On this project in particular, it was seven days of ten people removing nearly 800 yards of fuels. They stacked it, chipped it, and sent it out to recycling facilities. DFM Pasero feels this company is very efficient and is looking forward to working with them again next season.

UNFINISHED BUSINESS:

- a. **Independent Audit of District's Financial Statements for FY Ended June 30, 2021** – Chief Pomi provided the Board with a quick update on the District's annual audit. He stated the auditors, Maze & Associates, was in the process of completing the final version of the audit and will be presenting at the December Board meeting via zoom. Chief Pomi asked that should the Board have anything in particular they would like to discuss regarding the District's audit, to let him know. He would ask Maze & Associates to prepare and/or adjust their presentation; otherwise, the presentation will include their annual overview and general discussion at next month's meeting. The Board agreed that Maze & Associates does a phenomenal job every year and to keep the presentation as they have presented in the past.

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NEW BUSINESS:

- a. **F/Y 2021/22 Budget Line Item Adjustments** – Chief Pomi evaluated the District’s budget, which was approved last July. Since this year has been a very active out of county wildland fire season, he requested the Board consider and approve two offsetting line item adjustments to the current budget: increase both State Fire Revenue Reimbursement (category # 9950) and Overtime Expense (category #1030) by \$360k. If approved, the State Fire Revenue category would increase from \$220k to \$580k, and the Overtime Expense category would increase from about \$436k to \$796k.

M/S Murray/Gerbsman to approve F/Y 2021/22 Budget Line Item Adjustments

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
Motion passes

- b. **Election of 2022 Board of Director Officers** – Chief Pomi stated that if the Board wanted to continue the traditional rotation of positions, tonight would be a good time to do the election. The Board manual states that officers shall serve a one-year term. Chief Pomi requested nominations and votes for each of the positions. Following the traditional approach, the officer slate for 2022 would be: Director Naso as the Board Chairman; Director Evergettis as the Board Vice-Chairman; and Director Corbet as Board Secretary.

M/S Evergettis/Murray to approve and accept Election of 2022 Board of Director Officers

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
Motion passes

CHIEF’S REPORT:

- a. **Operations/Significant Events** – From wildland fires to an atmospheric river event, Marin County has been very busy this past month. The rain gauge on top of our fire station read a little over 12.24 inches of rain in a 24-hour period on October 24, 2021 and about 20 inches total for that week. Some statistics for the day of October 24th, as Marin County Fire Agencies responded to over 650 calls, which included 3 different structure fires, 3 water rescues, 20 vehicle accidents, 163 trees down, 83 wire down calls, and 185 public assists for flooding. Fire Engineer Bridges was deployed with Marin’s Urban Search and Rescue Team to Santa Cruz for potential mudslides. An Alert Marin notification was pushed out Sunday afternoon around 2:30pm, reaching 18k residents in the area. It was an advisory for the rain forecast and a recommendation to move personal belongings to higher ground, including vehicles. Our staff did an excellent job and worked tirelessly that day to help where needed.

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

Director Evergettis – Reported on the MWPA stating Deputy Fire Marshal Pasero provided a great presentation on how some of the MWPA monies are being spent. MWPA monies are allocated with 60% to large core projects, of which environmental review is required in every project. 20% to Defensible Space Evacuation and Mitigation and the other 20% to Defensible Space and Local Wildfire Mitigation. The MWPA Board packet size was 244 pages this past month, which is incredible. Surprisingly, 140 pages of the Board packet was environmental review. The agency is doing a great job, they are spending the money wisely, and we are all seeing the benefit of the organization.

CORRESPONDENCE: Were reviewed.

DISTRICT OPERATIONS: October Incident Logs and Overtime Reports were reviewed.

APPROVAL OF WARRANTS:

M/S Evergettis/Gerbsman to approve October warrant 805303967 to and including 805303993 for \$187,138.87

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
Motion Passes

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NEXT MEETING: The next regular meeting will be held on December 8, 2021.

ADDITIONAL ACTIONS: Director Gerbsman asked for a moment of silence in remembrance of Veterans Day. He thanked the firefighters for all they do and wished for everyone to stay healthy and safe.

ADJOURNMENT: M/S Gerbsman/Evergettis to adjourn this meeting at 7:17 p.m. All ayes.

Respectfully submitted,

Jena Wilson
Recording Secretary