

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

MEETING TYPE: Regular

DATE: Wednesday, January 08, 2025

CALL TO ORDER: 5:00 p.m. by Chairman Murray. Accountant Dan Hom 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, Accountant Dan Hom, Accountant Phillip Chavira, A-Shift, and Recording Secretary Wilson.

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Gerbsman/Evergettis to approve the minutes of December 11, 2024.

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Aye; Naso-Abstain

Ayes: 4; Noes: 0; Abstain: 1

Motion passes

ORAL COMMUNICATION: None

AGENDA ADJUSTMENTS: None

SPECIAL ANNOUNCEMENTS/PRESENTATIONS:

- a. **Recognition of Accountant Dan Hom** – Chief Pomi took the opportunity to acknowledge and thank Accountant Daniel Hom for his dedicated service to the Kentfield Fire Protection District. Daniel Hom was officially hired as the District Accountant on Wednesday, January 19, 2005. Chief Pomi provided an interesting fact: almost exactly 20 years ago, the chairman who assumed the gavel that night was Chairman Michael Murray. Tonight, with Michael Murray once again serving as Board Chair, Accountant Hom is recognized for his exemplary service to the District and is extended best wishes for a fulfilling retirement. Chief Pomi presented Accountant Hom with a commemorative retirement plaque in honor of his dedicated service. Among his many contributions, Accountant Hom significantly improved the District's accounting and financial processes. He led the District through 20 annual audits, 14 grand jury reports, provided financial guidance during a station remodel, and successfully completed all state reporting requirements. He attended every pancake breakfast, installation dinner, holiday party, retirement party, and is very much a part of the Kentfield Fire family. Chief Pomi expressed Accountant Hom's most significant impact was through his education and mentorship to the KFD staff. Each member of the Board individually spoke to congratulate, thank, and extend their best wishes to Accountant Hom.

Accountant Hom expressed his pride in the teamwork accomplished with the Kentfield Fire District and his honor at being part of the KFD family for 20 years. He admired the Board, staff, fire chiefs, and firefighters and plans to return with fish for the station. Now, he is prepared to embark on the next chapter of his life, dedicating more time to his family in retirement

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. **County of Marin 24/25 Annual Statement of Investment Policy** – Kentfield Fire District's general checking account is managed by the County of Marin Treasurer's office and is pooled with other Marin County agency funds. The County of Marin prepares a Statement of Investment Policy on an annual basis, which becomes the District's investment policy upon Board adoption. Chief Pomi explained the 2024/25 Statement of Investment Policy was approved by the Marin County Treasury Oversight Committee and is included in the board packet. This policy, adhering to California State required codes, outlines and organizes the investments with the county. The main changes this year involve updates to language concerning the standard of care in managing investments to ensure compliance with government code sections. Chief Pomi requested Board approval.

M/S Evergettis/Naso to approve the County of Marin 2024/25 Annual Statement of Investment Policy

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. **Regular Special District Representative – Marin LAFCo Nomination** – Chief Pomi stated there is an open seat available for any of the Marin County special districts to nominate an elected individual to participate on the Marin LAFCo Board. A Memorandum, Nomination Form, Member Statement of Qualifications, and the Policy and Guidelines were all included in the Board packet. Should any Kentfield Fire Protection District board member wish to serve a term on the LAFCo Board, the nomination form

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must be filed by February 11th. He also clarified this is not a mandatory requirement. Chief Pomi asked Chairman Murray if there was any interest by the Board. No action was taken.

CHIEF'S REPORT:

- a. *Wind Event* – There is a significant wind event taken place in the LA Basin. Deputy Fire Marshal Pasero, as part of CAL FIRE Incident Management Team 2, was deployed yesterday for the Palisades Fire. OES Engine 2615 will also be departing shortly along with Marin County Fire to help assist. While many resources have been sent to help aid, Marin County and Kentfield Fire Station remain fully staffed.
- b. *2025 FDAC Annual Conference* – Conference dates will be April 1-4 this year in Napa. If any Board member has an interest in joining Chief Pomi, please reach out.
- c. *2025 Seasonal Firefighter Program* – Seasonal Firefighter job postings will be posted in the next couple weeks.
- d. *Calls for Service* – Provided a quick recap of the average number of calls attended. In 2024, the Kentfield Fire District responded to 1,183 calls for service. Comparing this year to previous years, the average number of calls per year is 1,200.
- e. *Annual Meeting with Shifts* – During the month of January, Chief Pomi will meet with each of the shifts. It is a time to review, set goals, and do some planning.
- f. *On Duty Health evaluations* – Over the past couple of weeks, the crews have been participating in health evaluations. Physical evaluations and cancer screenings are all part of the health and wellness program. Captain Kris Viau has been managing the program, and his efforts are greatly appreciated.
- g. *New Dental Insurance Carrier* – Humana is now the District's dental insurance provider, effective January 1st of this year. Thanks to Administrative Officer Jena Wilson for her diligent efforts in finalizing all the entries and ensuring a seamless transition.
- h. *Station Roof Repair Project* – The roof project commenced on Monday and is expected to take approximately seven to ten days. To date, the drain has been installed, and the solar panels have been moved. The current break in the weather should allow the project to be completed before the rain begins.

DIRECTOR MATTERS:

Director Evergettis – Reported there were no MWPA meetings in December.

Director Murray – Requested the Board of Directors review the Board Policy and Procedures. If there are any questions or suggestions, please bring it forth at the next meeting.

CORRESPONDENCE: Were reviewed.

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

APPROVAL OF WARRANTS:

M/S Gerbsman/Murray to approve December warrant 805305814 to and including 805305842 for \$394,330.20

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

NEXT MEETING: The next regular meeting will be held on February 12, 2025.

ADDITIONAL ACTIONS: Director Murray asked for a moment of silence.

ADJOURNMENT: M/S Gerbsman/Murray to adjourn meeting at 5:34 p.m. All ayes.

Respectfully submitted,

Jena Wilson
Recording Secretary