

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

MEETING TYPE: Regular

DATE: Wednesday, March 11, 2026

CALL TO ORDER: 5:00 p.m. by Chairman Naso who led the assembly in the Pledge of Allegiance.

ROLL CALL: Corbet-present; Evergettis-present; Murray-present; Naso-present; Ryan-present. Also in attendance were Chief Pomi, Deputy Fire Marshal Pasero, A-Shift personnel, and Recording Secretary Wilson.

APPROVAL OF PRIOR MONTH'S MINUTES:

M/S Ryan/Corbet to approve the minutes of February 11, 2026.

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

Ayes: 3; Noes: 0; Abstain: 2

Motion passes

ORAL COMMUNICATION: None

AGENDA ADJUSTMENTS: None

SPECIAL ANNOUNCEMENTS/PRESENTATIONS:

- a. **Marin County HazMat and USAR Teams** – Engineer Mike Gutierrez provided an overview of the Marin County Hazmat and USAR Teams, including their history, training requirements, team structure, equipment, and recent incident responses. He highlighted the team's multi-agency composition, specialized capabilities, and the role of HazMat 1 as the primary response apparatus. The full PowerPoint presentation on Marin County Hazardous Material Response Team and Marin County Urban Search & Rescue Team was included in the board packet. Engineer Gutierrez concluded his presentation by responding to Board questions. The Board thanked him for his presentation.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. **Ross Valley Paramedic Tax Rate Renewal F/Y 2026-2027** – Chief Pomi explained Resolution 1-2026 is a renewal of the Ross Valley Paramedic Authority (RVPA) tax measure. Voters approved the current four-year levy in June 2022, beginning at \$94.50 per parcel with a \$3 annual escalator. The District is now entering the fourth year of that cycle, which sets the fiscal year 2026–27 rate at \$103.50. RVPA is composed of eight taxing agencies and each participating agency has been asked to adopt a resolution supporting continuation of the measure, after which the County of Marin will administer the tax levy. Chief Pomi requested Board approval of Resolution 1-2026 and responded to Board questions.

M/S Ryan/Corbet to approve Resolution 1-2026, a Resolution of the Kentfield Fire District Board of Directors in Support of the Ross Valley Paramedic Tax Rate for Fiscal Year 2026-2027.

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

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Murray-Aye; Naso-Aye; Ryan-Aye

Ayes: 5; Noes: 0

Motion passes

- b. **Custodian of Records** – Chief Pomi explained that all firefighter candidates and administrative candidates undergo a full background investigation, which includes submitting fingerprints and identifying information to the California Department of Justice (DOJ) and the FBI. In order for the Kentfield Fire Protection District to receive background information from these agencies, the Board must adopt a resolution authorizing the District to access state and federal criminal offender record information. Chief Pomi noted that this requirement stems from a DOJ information bulletin issued in 2021 outlining access procedures for criminal history records. Once the resolution is approved, it will be submitted to the DOJ and FBI so that the District may receive background results for candidates. Admin Offer Jena Wilson has completed the required fingerprinting process and, once the resolution is on file, will complete the necessary training to be certified to receive criminal history information. She will be the designated Custodian of Records for the Kentfield Fire Protection District and will provide the information to the background investigator for review. Chairman Naso asked if there were any questions. None were asked.

M/S Murray/Evergettis to approve Resolution 2-2026, a Resolution of the Kentfield Fire District Board of Directors authorizing the Kentfield Fire Protection District to Access State and Federal Level Summary Criminal History Information

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

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Murray-Aye; Naso-Aye; Ryan-Aye

Ayes: 5; Noes: 0

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Motion passes

- c. ***Independent Auditor Three Year Extension Proposal*** – Chief Pomi presented the three-year proposal from Maze & Associates. He noted that the District recently completed its current three-year contract with the firm as of June 30, 2025. Maze & Associates conducts the District's annual audited financial statements, prepares the report on internal controls and required communications, and completes the California State Controller's Annual Special Districts Transactions Report. Chief Pomi explained that the proposed extension would cover fiscal years through June 30, 2028. The contract includes a modest 3% annual increase, approximately \$500 over the prior year. He stated that the District has had a positive working relationship with Maze & Associates, who have provided consistent support, including during the transition between District accountants. He also noted that auditing regulations require periodic rotation of the lead audit partner, which ensures a fresh review and continued compliance. Chief Pomi recommended approval of the three-year extension and responded to Board questions.

M/S Evergettis/Murray to approve the Independent Auditor Three Year Extension Proposal from Maze & Associates

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

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

CHIEF'S REPORT:

- a. *Thank you* – Chief Pomi thanked Engineer Gutierrez for his presentation and also acknowledged DFM Pasero for his presentation last month. He noted that future presentations will include an overview of the Water Rescue Team and the Marin County Fire Academy.
- b. *Marin County Regional Fire Academy* – The District's two new employees, Alex and Gavin, are completing their midterm evaluations this week. Captain Neve, who serves as part of the Academy's instructional cadre and is the District's core representative, was on site with the recruits today. There are 23 recruits in the current academy class, and progress continues to be positive.
- c. *SCBA Grant* – The District, along with regional partners, is working on a grant application for new self-contained breathing apparatus (SCBA). He noted that the District last received an SCBA grant in 2013. Engineer Nelson is leading the effort for Kentfield Fire in coordination with Ross Valley Fire, Central Marin Fire, and Marin County Fire. The group intends to submit a regional application for a FEMA grant, with the goal of securing funding for new SCBAs in the near future.
- d. *New Accountant onboarding* – The District has been onboarding its new Financial and Accounting Specialist, Alyssa Schiffman. Chief Pomi reported that she has been excellent, arriving last week and immediately contributing to several important tasks. He noted that Alyssa appears to be a strong fit for the team, with a solid understanding of County processes, the Munis system, and the complexities involved. The District is very pleased to have her on board.
- e. *Type III Fire Engine Arrival* – The District's new Type III fire engine arrived earlier today and is now parked behind the firehouse. Congratulations to the fleet team—Engineer Gutierrez, Engineer Nelson, and Captain Neve—who traveled to Oakdale yesterday for the final inspection. They identified a few remaining items, worked with the manufacturer to resolve them, and then had the engine delivered to the Fire District. Chief Pomi encouraged Board members to view the new apparatus after the meeting.

DIRECTOR MATTERS:

Director Naso – The next MERA meeting will be held March 25th and the first preliminary budget will be presented.

Director Evergettis – Recommended the Board read the MWPA report provided in the Board Packet.

CORRESPONDENCE: Were reviewed.

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

APPROVAL OF WARRANTS:

M/S Murray/Naso to approve February warrant 805306381 to and including 805306414 for \$387,540.48

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

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

NEXT MEETING: The next regular meeting will be held on April 8, 2026.

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

ADJOURNMENT: M/S Corbet/Naso to adjourn meeting at 5:33 p.m. All ayes.

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Respectfully submitted,

Jena Wilson
Recording Secretary