



REGULAR BOARD MEETING

Teleconference

November 22, 2021 / 5 PM

- I. CALL TO ORDER
 - A. President J. Walsh called the meeting to order at 5:00 PM. The agenda was adopted by all members present.
- II. ROLL CALL
 - A. **Board Present:** J. Walsh — President; J. Ritchie, M. White, R. Guidi — Directors
 - B. **Staff Present:** J. Peri — Chief; T. Murphy — Office Manager; S. Folsom — Bookkeeper; T. Bisson — Water Rescue; C. Crosby — Disaster Corps.
- III. ADOPTION OF AGENDA
 - A. Add resolution 2021-2
- IV. APPROVAL OF MINUTES OF PREVIOUS MEETING*
 - A. [Regular Meeting](#)
 1. M. White 1st, R. Guidi 2nd
- V. PUBLIC EXPRESSION
 - A. n/a
- VI. REPORTS
 - A. [Bookkeeper*](#)
 1. Bank of Marin
 - a) Interest income of \$2.52 earned in ICS account at a rate of .01% for October
 2. Interest income of \$215.89 was earned at the County Investment Pool at a quarterly rate of .01% and annual rate of .04%. The memo is included in this report.
 3. The Audit is in-process. All questionnaires have been submitted and the auditor has requested additional information.
 4. Approximately \$75 of County revenue received.
 5. The State Fund Insurance
 - a) Policy expires November 27, 2021
 - b) Annual premium quote approximately \$26K
 - c) J. Ritchie 1st, M. White 2nd
 6. Need J. Walsh and W. Mitchell's signature to get Chief J. Peri on signature card
 7. J. Walsh 1st, R. Guidi 2nd
 - B. [Administration](#)
 1. Monthly report
 2. CSDA membership dues
 - a) Paid through July 2022
 - b) CSDA charges members every January
 - c) \$2027 due Jan. 2022 for rest of 2022
 3. [Resolution 2021-2](#)
 - C. [Fire Chief](#)
 1. Monthly report
 - a) Call totals
 - (1) 19 incidents since last meeting
 - (2) 12 EMS
 - b) NPS parking lot proposal public comment
 - (1) Repeat same concerns about parking overflow into town
 - c) Dipsea
 - (1) Race Invoiced. Thank you to Jim, Jeff and Immo for assistance with the contrac.

- (2) No major incidents
 - d) Intro Meeting with Kentfield Chief Pomi postponed
 - e) Apparatus replacement schedule discussed with A. Jarvis. Reserve allocation to be presented at the December meeting.
 - f) Volunteer appreciation dinner postponed till January or February. Date TBD.
- 2. [Driver night coverage solution](#)*
 - a) J. Walsh 1st, M. White 2nd
- 3. [Lexipol policies](#)*
 - a) R. Guidi 1st, J. Walsh 2nd
- D. [EMS](#) (Emergency Medical Services)
 - 1. Monthly report
 - a) 12 EMS calls
 - b) EMS training covered CPR review lecture, skills and video
 - c) J. Glazier submitting A-91 calls to S. Folsom and handling CEs
- E. [Stinson Beach Disaster Corps](#)
 - 1. Monthly report
 - a) Neighborhood surveys
 - (1) Targeted completion date of Dec. 15
 - b) Holiday Lights Drill
 - (1) scheduled for Dec. 22
 - c) Disaster Plan
 - (1) Jennifer Ancona of the OES loved our published Disaster Plan and will share plan with other jurisdictions who may not have a plan in place
 - d) Area Leads
 - (1) Phylis and Joe stepped down as Area Leads for Seadrift
 - (2) Looking for replacement(s)
- F. [Water Safety](#)
 - 1. Monthly report
 - a) No calls or trainings last month
- G. [Maintenance](#)
 - 1. Monthly report
 - a) WT-890
 - (1) Lights replaced
 - (2) Sent to Hi-Tech to get extensive upgrades
- H. [Training](#)
 - 1. Monthly report
 - a) Deck gun operations
 - b) Hydrant hookups and inch and ¾ cross lay pulls
- I. Standing Committees
 - 1. [Personnel Committee](#) (R. Guidi, W. Mitchell)
 - a) Board Clerk position update
 - (1) Potential to merge position with office manager
 - b) Office Manager position update
 - (1) Interviewed all potential candidates, will have an offer letter and new office manager announcement at next meeting
 - 2. [Facilities Committee](#) (R. Guidi, W. Mitchell)
 - a) Firehouse advisory committee
 - (1) Concerns regarding downspouts between SBFPD lot and motel property
 - (a) J. Peri will speak to S. Wood / ask for down spout drawing
 - b) Motion to approve of District's Amendment to add #10 Willow to Lease of property from SB Community Center*
 - (1) M. White 1st, J. Walsh 2nd

3. [Budget Committee](#) (W. Mitchell, J. Walsh)
 - a) To meet in December for a 6-month true-up
 4. [Motel Committee](#) (J. Ritchie, J. Walsh)
 - a) J. Peri spoke with S. Wood regarding trash and was receptive of that
 5. [Parking and Traffic Committee](#) (J. Walsh, M. White)
 - a) n/a
 6. [MWPA](#) (M. White, W. Mitchell alternate)
 - a) The Fire Foundry project
 - (1) Fire Innovation Recruitment and Education (FIRE)
 - (a) To find recruits ages 18-25 in low income households for future jobs in the Fire Service
 - b) The MWPA approved a West Marin Zone Evacuation project. Also approved was the Bolinas-Stinson Resource Recovery project. An additional \$90,000 will be reallocated
 - c) Chief executive officer Mark Brown reported that the rains have been welcome but much of it went to runoff, as we noticed around the Parkside.
 - d) Citizens Oversight Committee Recruitment is going well.
 - e) Annual Report of MWPA will be available soon
 - f) Finance report, we will be reimbursed for our projects when property tax revenues arrive in December
 - g) Fire Safe Marin reported that there were 30% more pickups for Chipper days this year. Also, red flag warning signs are available from Fire Safe Marin
 - h) D. Blair working with Josh at MWPA on fuel break project
 7. [MERA](#) (J. Peri, R. Guidi alternate)
 - a) Next Generation Project
 - (1) Construction Bid Package
 - (a) Construction wrapping up at Civic Center and then turned over to Motorola for additional installation
 - (b) MERA sites included in Bid Package 1A
 - (i) Dollar Hill, Tiburon and Stewart Point). Bid Package 2 (Big Rock, San Pedro and Sonoma Mountain) is expected to be released to bid during winter 2021, based on
 - (2) Wi-Fi Reprogramming
 - (a) Remote Wi-Fi reprogramming of the new Next Gen System equipment has begun.
 - (b) Will allow future radio programming changes to be made faster, more conveniently and less expensively than in the past
- J. Ad-hoc Committees
1. [Board bylaws](#) (J. Walsh, J. Ritchie)
 - a) On hold until position is filled
 2. Marin Clean Energy (W. Mitchell, T. Bisson)
 - a) Waiting on proposal to install residential batteries

VII. UNFINISHED BUSINESS

A. Legal Matters

VIII. NEW BUSINESS

IX. ANNOUNCEMENTS

X. DATE/TIME OF NEXT MEETING

A. December 20 / 5PM

XI. MEETING ADJOURNMENT

A. President J. Walsh called the meeting adjourned at 5:57 pm.

1. J. Walsh 1st, R. Guidi 2nd