Stinson Beach Fire Protection District
PO Box 127
Stinson Beach, CA
(415) 868-0622

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

*Action item

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

*Action item