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All photos included in this report were taken by Ross Valley Fire Department personnel.



Letter from the Chief

Fire Chief Roger Meagor



May 14, 2009

To Members of the Fire Board and the Ross Valley Community:

On behalf of the members of the Ross Valley Fire Department (RVFD), I am pleased to present the 2008 Annual Report. This is the first Annual Report produced by our department in many years. We felt that it was important to bring this back to illustrate just how our department works.

In 2008, RVFD entered a new chapter in its history. After the devastating floods of December, 2005, and moving into "temporary" trailers behind our uninhabitable fire station, 2008 saw the beginning of the reconstruction and remodel of Station 19. The department is excited at the prospect of moving back into the Station. The addition of new office space, dorms, shop, and storage space will assist the department in moving forward.

In January, another series of storms battered our jurisdiction which brought us dangerously close to flooding once again. We responded to numerous calls for service and were able to assess the workability of our "Storm Operations" policies and operating procedures as well as the creek level monitoring system. Throughout the year the department was kept very busy with responses for medical emergencies and numerous fires as well as an unprecedented number of out of county strike team assignments.

2008 was a big year for fire prevention; the newly adopted Wildland Urban Interface Code went into effect 2008 and we hired a civilian fire inspector to augment our ever expanding fire prevention programs.

We had promotions for Battalion Chief and Captain, Aaron Read completed his Engineer Training, and we hired a new firefighter, Richard Birmingham. Ross Valley Fire is fully staffed for the first since 2003.

Overall 2008 was a very busy and successful year for Ross Valley Fire. The annual report provides the opportunity to illustrate the outstanding work of the men and woman of the Ross Valley Fire Department. We hope that you find the report informative. We would also like thank the Board, Town Councils, Town Mangers, and the community for your constant support.

Sincerely,

A handwritten signature in black ink, appearing to read "Roger Meagor".



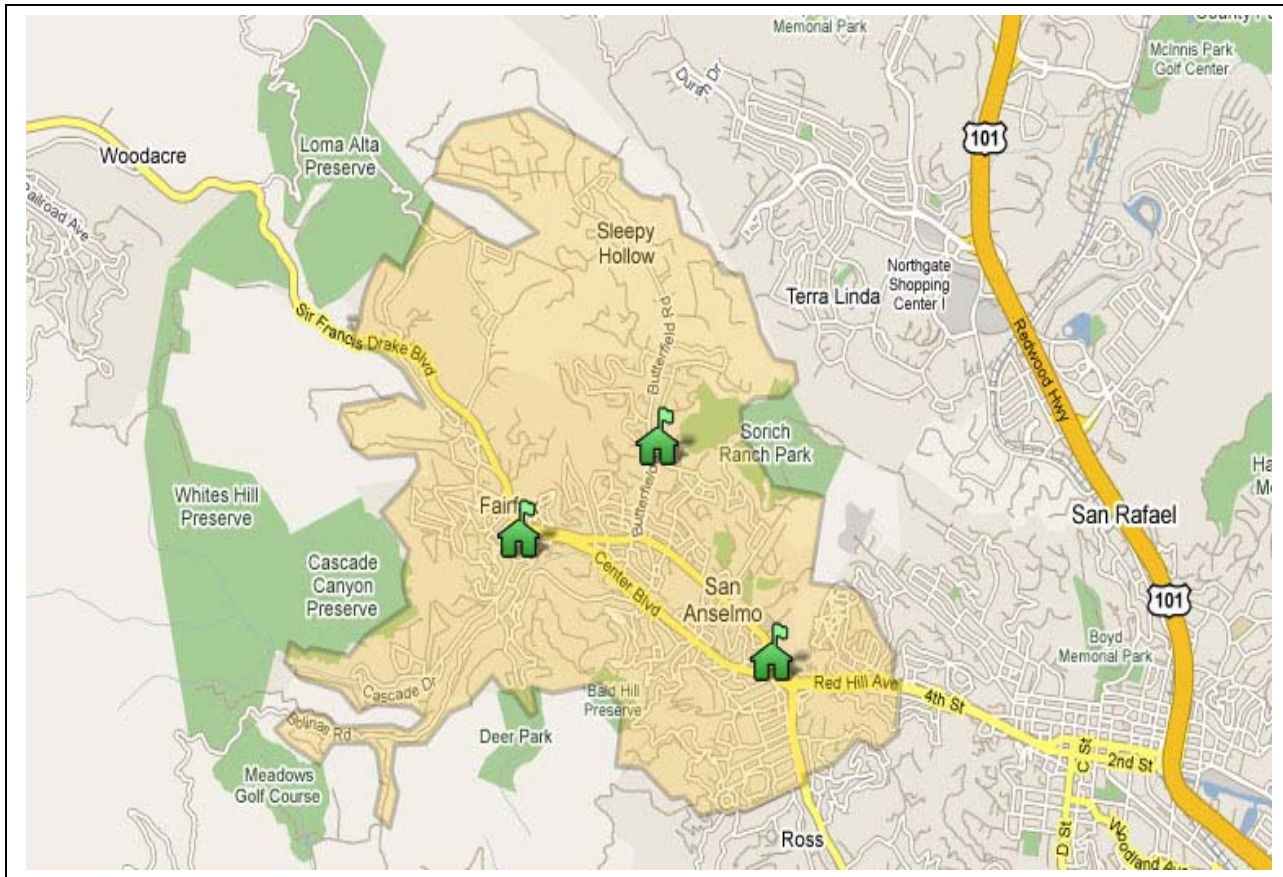
Communities Served

Town of Fairfax, Town of San Anselmo, and Sleepy Hollow FPD

Population: 22,500
Area: 7.5 square miles

The Ross Valley Fire Department proudly serves the communities of Fairfax, San Anselmo and Sleepy Hollow.

Below is a map of our coverage area.





Year In Review

Highlights of the past year...

- January storms – “almost flooded again” on January 25
- Station 19 reconstruction began
- Officer training/development – 480 hours
- Hired a Fire Inspector. First new position in RVFD in 27 years!
- For the first time since 2003, RVFD is at full staffing
- 15 of the 17 structure fires we responded to were confined to the area of involvement upon arrival of first arriving unit
- There were 5 vegetation fires; one of which caused minor damage to two homes
- CERT and Get Ready Programs were very active
- CPR program was restarted with three instructors
- One new Acting Battalion Chief
- Battalion Chief McCarthy very active in the Marin County Operations Group
- Battalion Chief Langlois very active in the Marin County Training Group
- Chief Meagor was President of the Marin County Fire Chief's Association
- Purchased two new command vehicles
- Marin Urban Search and Rescue participation – Engineer Wilson is very active
- Rope Rescue training by Paramedic/Engineer Illingworth both in house and for other departments
- Swift Water Rescue training by Paramedic/Engineer Illingworth both in house and for other departments
- Continued to maintain EMT and Paramedic certifications
- Four members of the department attended the Marin County FD Wildland Academy
- Explorer Academy participation by our Explorer Post and advisors
- Captain Hoggan and Paramedic/Engineer Illingworth began preparation for the 2009 Explorer Academy, to be held in the Ross Valley and co hosted by Marin County FD.
- The Mobile Live Fire Trailer was utilized by RVFD for numerous hours of training and also by other departments throughout the county – including Bolinas, Novato and Marin County FD.
- Participating in the County wide “Vial of Life” Program
- Battalion Chief McCarthy very active in creating the VHF Overlay for the MERA radio system
- Assisted Town of Fairfax in installing Emergency Warning Siren
- Continued to improve the communities fire hydrant system by working with MMWD on several water main replacement programs which included adding new fire hydrants



Department Goals – 2009

Goals for the upcoming year...

- Complete Station 19 reconstruction
- Co-host the 2009 California Fire Explorer Academy
- Continue to promote and encourage participation in Community Education Programs:
 - o CERT
 - o Get Ready
 - o CPR
- Complete Recruit Engineer Training of Firefighter Birmingham
- Continue to encourage career development
- Continue to train on the Proficiency Indexes
- Coordinate training opportunities with neighboring departments
- Complete update of fire department website
- Review and update Operations Policies and Procedures
- Develop training calendar for department
- Update Inventory and tracking system
- Continue working with community groups
- Participate in various County wide training opportunities
- Continue participation in USAR (Urban Search and Rescue)
- Review and update Fire Prevention Standards Manual
- Continue to work with various Town departments
- Support Town of Fairfax Wildland Fire Safety Grant
- Update needs lists for Stations 20 and 21
- Complete Station 20 office renovation



Personnel – by Shift

A Shift

Battalion Chief Brian McCarthy
Captain Jack Barry
Captain Craig Carroll
Captain Jim Hanson
Engineer/Paramedic Craig Dow
Engineer/Paramedic Helene Drumm
Engineer/Firefighter Isaac Wilson
Engineer/Firefighter Sid Jamotte



B Shift

Battalion Chief Greg McGrath
Captain David Stasiowski
Captain Rob Hoggan
Captain Dan Mahoney
Engineer Mark Lui
Engineer/Paramedic Scott Porter
Engineer/Paramedic Oscar Arenas
Engineer/Paramedic Aaron Read

C Shift

Battalion Chief Joe Langlois
Captain Tom Conroy
Captain Rick Marshall
Captain Mark Weston
Engineer Ned Farnkopf
Engineer/Paramedic Gavin Illingworth
Engineer Todd Standfield
Engineer/Paramedic Chris Mahoney
Firefighter Richard Birmingham





Personnel Achievements

New Hires:

Aaron Read – completed Probation and Engineer Training



Richard Birmingham – hired in October



Promotions:

Greg McGrath to Battalion Chief

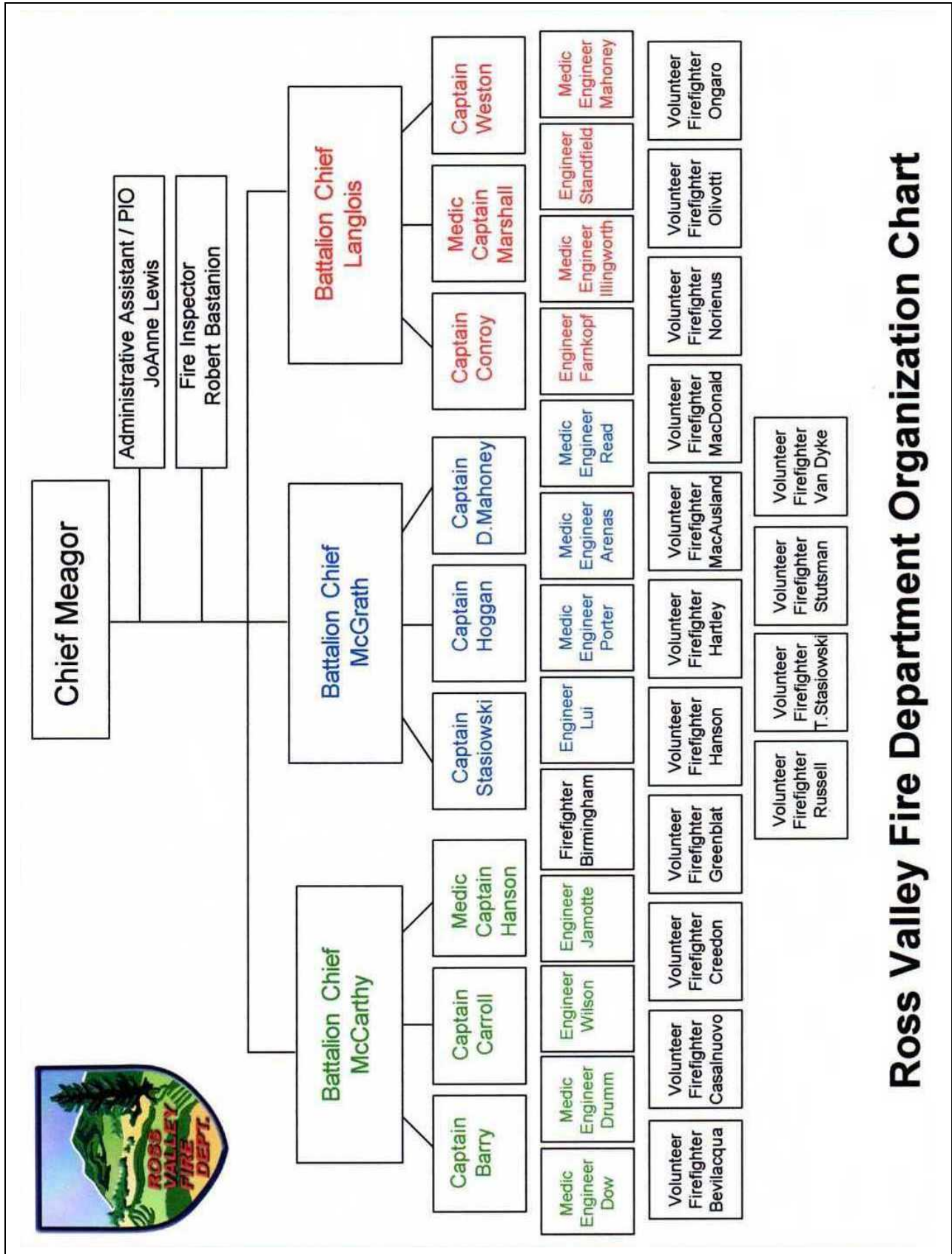


Robert Hoggan to Captain





Organizational Chart



Ross Valley Fire Department Organization Chart



Department Personnel

Ross Valley Fire Department is fortunate to have a dedicated staff of personnel. They are hard working, dedicated and professional people who have a real devotion to the community and the people that they serve.

| Name | Rank | Date of Hire | Years of Service |
|---------------------------------|--------------------------------|--------------|------------------|
| Brian McCarthy | Battalion Chief | 7/1/1976 | 32.5 |
| Joe Langlois | Battalion Chief | 11/1/1978 | 30.2 |
| Ned Farnkopf | Engineer | 5/16/1979 | 29.6 |
| Roger Meagor | Fire Chief | 7/16/1981 | 27.5 |
| Tom Conroy | Captain | 7/1/1984 | 24.5 |
| Greg McGrath | Battalion Chief | 6/11/1985 | 23.6 |
| John Barry | Captain | 2/1/1986 | 22.9 |
| Jim Hanson | Captain/Paramedic | 7/1/1986 | 22.5 |
| Craig Carroll | Captain | 1/11/1988 | 21.0 |
| Mark Weston | Captain | 6/1/1988 | 20.6 |
| David Stasiowski | Captain | 6/16/1988 | 20.5 |
| Mark Lui | Engineer | 4/1/1989 | 19.8 |
| JoAnne Lewis | Administrative Assistant | 12/17/1993 | 15.0 |
| Rick Marshall | Captain/Paramedic | 9/16/1994 | 14.3 |
| Dan Mahoney | Captain | 8/16/1999 | 9.4 |
| Craig Dow | Engineer/Paramedic | 1/1/2000 | 9.0 |
| Isaac Wilson | Engineer | 11/1/2000 | 8.2 |
| Helene Drumm | Engineer/Paramedic | 11/1/2000 | 8.2 |
| Robert Hoggan | Captain | 11/1/2000 | 8.2 |
| Gavin Illingworth | Engineer/Paramedic | 5/1/2003 | 5.7 |
| Chris Mahoney | Engineer/Paramedic | 1/1/2005 | 4.0 |
| Scott Porter | Engineer/Paramedic | 1/1/2005 | 4.0 |
| Oscar Arenas | Engineer/Paramedic | 5/1/2006 | 2.7 |
| Todd Standfield | Engineer | 5/1/2006 | 2.7 |
| Sid Jamotte | Engineer | 5/1/2006 | 2.7 |
| Aaron Read | Engineer/Paramedic | 9/15/2007 | 1.3 |
| Robert Bastianon | Fire Inspector | 6/16/2008 | 0.5 |
| Richard Birmingham | Firefighter | 10/1/2008 | 0.2 |
| Average years of Service | As of December 31, 2008 | | 13.97 |





Apparatus and Equipment Report



The apparatus fleet for Ross Valley Fire Department is comprised of six pieces of apparatus. Three of these are “first run” engines; meaning they are in service daily. These engines are Type 1 or structural firefighting engines. They can be used for wildland firefighting as well, but are geared towards structure fires. These engines carry 500 gallons of water and have the ability to deliver 1250 gpm (gallons per minute) of water when connected. They are our “tool box” on wheels. The tools our firefighters require to do their jobs are on this engine. The engines are also equipped with advanced medical equipment for response to all medical emergencies.

The other apparatus in the department's fleet include an OES (Office of Emergency Services) Type I engine; a Type III or wildland engine; and one reserve Type I engine. The OES and the Type III engine are utilized for out of county response to incidents throughout California. The Type III is also a first out engine on wildland fires within the jurisdiction and portions of the County. Both the Type III and the OES engine are used as “back up” or reserve engines out of Stations 20 and 21.

Current Apparatus:

| <u>Number:</u> | <u>Year Purchased:</u> | <u>Scheduled for Replacement:</u> |
|----------------|------------------------|-----------------------------------|
| Engine 19 | 1995 | 2015 |
| Engine 20 | 2000 | 2020 |
| Engine 21 | 2003 | 2023 |
| Engine 621 | 1998 | 2013 |
| Engine 192 | 1988 | 2010 |
| OES 249 | 1994 | 2012 |

The department also has command vehicles and utility pick up trucks that are utilized each day. These are two Chevrolet Tahoe's, two Chevrolet Silverado's and one Chevrolet Impala. They are used by the Chief, Battalion Chiefs, and other department staff members.



Training Division Report

The role of the Training Division is to determine training priorities, schedule training, organize specialized training, and track the program's effectiveness. We utilize Fire RMS (Records Management System) software to track our training topics and hours. Individual training files are also maintained for each employee to track certifications. Department personnel completed over 3,157 hours of training in 2008. The Training Division categorizes training into basic topics which coincide with our line firefighter responsibilities. Following is an example of these topics and information on each topic.

Firefighting Operations: this includes structural and wildland firefighting. Topics include apparatus operation, ladder usage, hose streams, hose lays, wildland firefighting, strategy and tactics, firefighter safety, area and building familiarization, etc.

Emergency Medical Services (EMS): this includes Emergency Medical Technician (EMT) refresher training that occurs monthly from January to June. There is one session each month that is instructed by a certified outside instructor. There are also trainings throughout the year as changes to EMS policies or procedures occur. Additionally, the nine RVFD paramedics are required to have up to 36 hours of continuing education to maintain their Paramedic Certification.

California State Fire Marshal Training (CSFM): As part of our Employee Development Program, each employee is eligible to attend CSFM Training Courses throughout the year. At employee evaluation each year, the employee and their supervisor review the employee's educational goals for the upcoming year. The department provides tuition reimbursement for up to two classes per employee per year.

Hazardous Material Response and Mitigation: The department has an outside instructor come in once a year to provide training aimed at keeping the personnel familiar with response. There is an eight hour per year requirement for training.

Swift Water Rescue: RVFD is fortunate to have Paramedic/Engineer Gavin Illingworth in house to provide this training to all personnel. Currently it is a four hour training course per year.

Confined Space Awareness: This course is presented each year to provide personnel with the basic awareness of Confined Space Rescue. The department utilizes the Mutual Aid System to provide equipment and personnel if a rescue is required.

Post Incident Critiques: Another portion of our training is by observing firefighters on an incident. After significant incidents a review is held to discuss and analyze what occurred on the scene. This gives the firefighters an opportunity to discuss the various aspects of the tactics used to mitigate the incident.



Prevention Bureau Report

Highlights from the past year...

2008 was a very busy year for the Prevention Bureau. The year saw a lot of positive change in our Prevention Bureau and programs. The Bureau is responsible for reviewing all residential or commercial construction plans for fire code compliance. In that responsibility, we perform many inspections to ensure code compliance.

The year started with the implementation of the new Wildland Urban Interface Code as well as revised versions of the California Fire Code and California Building Code. In 2008, there were 202 plan submittals to the department. Of those, 126 were construction plan submittals for either residential or commercial construction. The remaining 76 were sprinkler system submittals. For each submittal, there is a plan review, creation of the requirements letter, and contact with the architect or contractor to answer any questions. After plans are picked up and throughout the various projects, there are physical inspections performed to confirm compliance with the Fire Code.

At the beginning of the year, there were two Captains and the Fire Chief administering the Bureau. However, in June, the department hired a Fire Inspector to perform these duties. The Inspector is responsible for the plan reviews, inspections, training department personnel on changes to the Fire Code, etc. The Bureau is overseen by the Fire Chief, in his capacity as Fire Marshal, with any code enforcement, interpretation, or other code questions answered by him.

There are many other programs and inspections that our department performs. These include our Engine Company Commercial and Defensible Space Inspection Programs, School Inspection, School Tours, Public Education, Resale Inspections, Fire Hazard complaint follow up, and any other issues that arise.





CERT and Get Ready Update

CERT Update for 2008:

The Central Marin CERT or (Citizens Emergency Response Team) program is in its third successful year. This program is a joint venture of the Ross Valley, Ross, Corte Madera, Larkspur, and Kentfield Fire Departments. Currently, the classes are taught at the Corte Madera Fire Station and College of Marin. Each class is now a 20-hour time commitment. The hours were increased based on comments and requests from students to increase the time spent on participating in various scenarios. Throughout the year, there were five classes scheduled, with four of them having enough students to support a class. Of the 52 total students in those four courses, 35 of them were from the Ross Valley Fire service area. Over the past two and a half year period, there have been over 250 students certified in CERT. In an effort to reduce costs, the decision was made to change from CERT bags to CERT backpacks with less items included. We have also more clearly defined the areas for each instructor and have begun training new instructors from each department. This year, we are adding a disaster psychology portion to the course and will also outreach to local schools to present smaller modules to their staff.

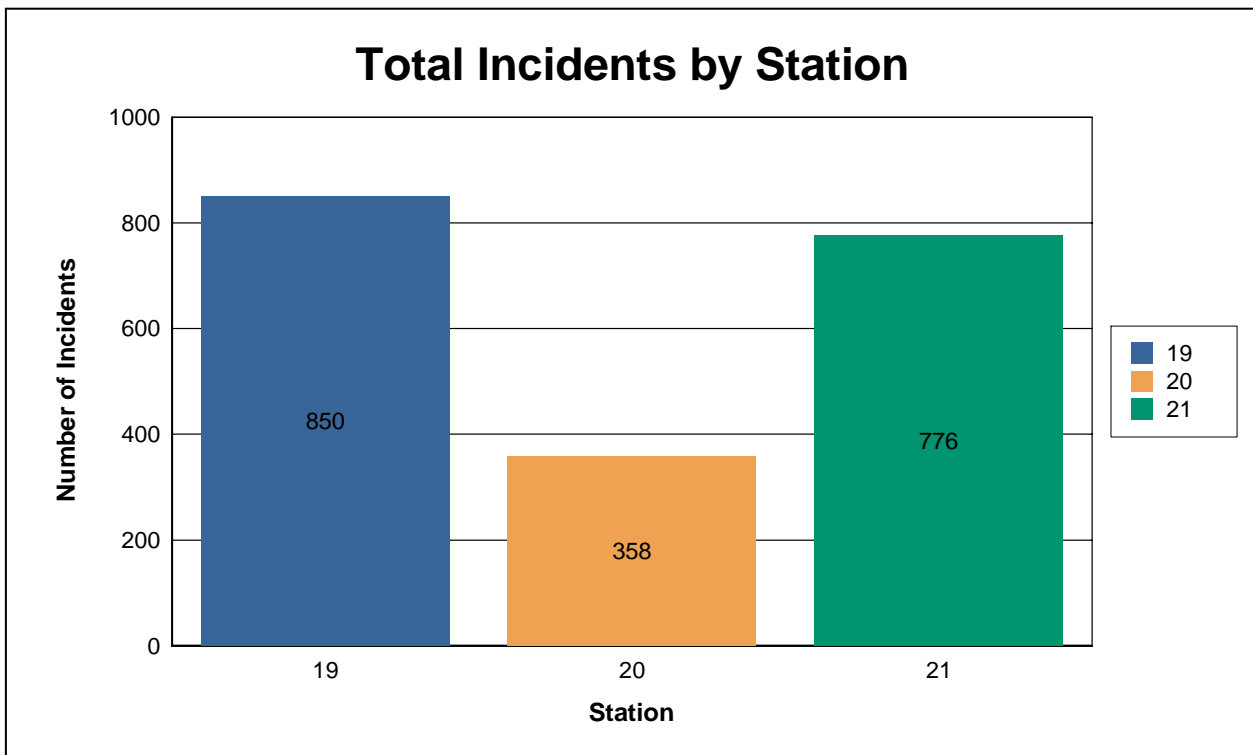
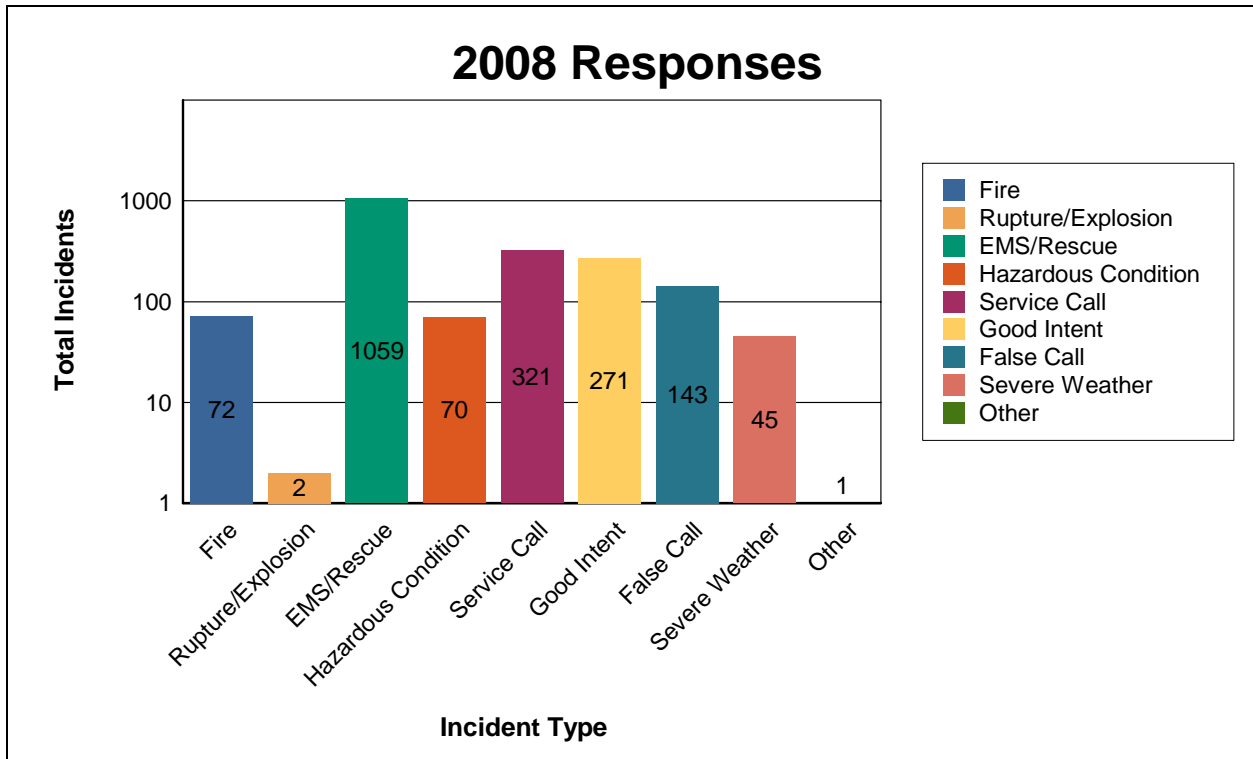
Get Ready Marin Update:

The Get Ready Marin Program began in 2007 and has now taught over 650 people in the Ross Valley Fire service area. In 2008, the total attendance was over 180 students in homes and other venues. This program is a power point presentation that lasts approximately 1 ½ to 2 hours, depending on the questions and discussions. The difference between this program and the CERT program is that there is no "hands on" training and it is only one evening. There is a booklet that is given to each student for their reference, along with various lists and information for them to bring back to their families to implement. Ross Valley has four volunteer instructors and Captain Craig Carroll to teach this course. The volunteer instructors are Tina Hunnenburg of San Anselmo, Chris MacDonald and Rita Lewis of Fairfax, and John Grey of Sleepy Hollow. They have donated their time and their homes to present this program. We thank them for their support. In 2008, there was an increase in the number of presentations given in private homes, where neighborhoods got together and began preparing themselves for disaster. We hope to continue this trend and have more people transition to the CERT training as well.



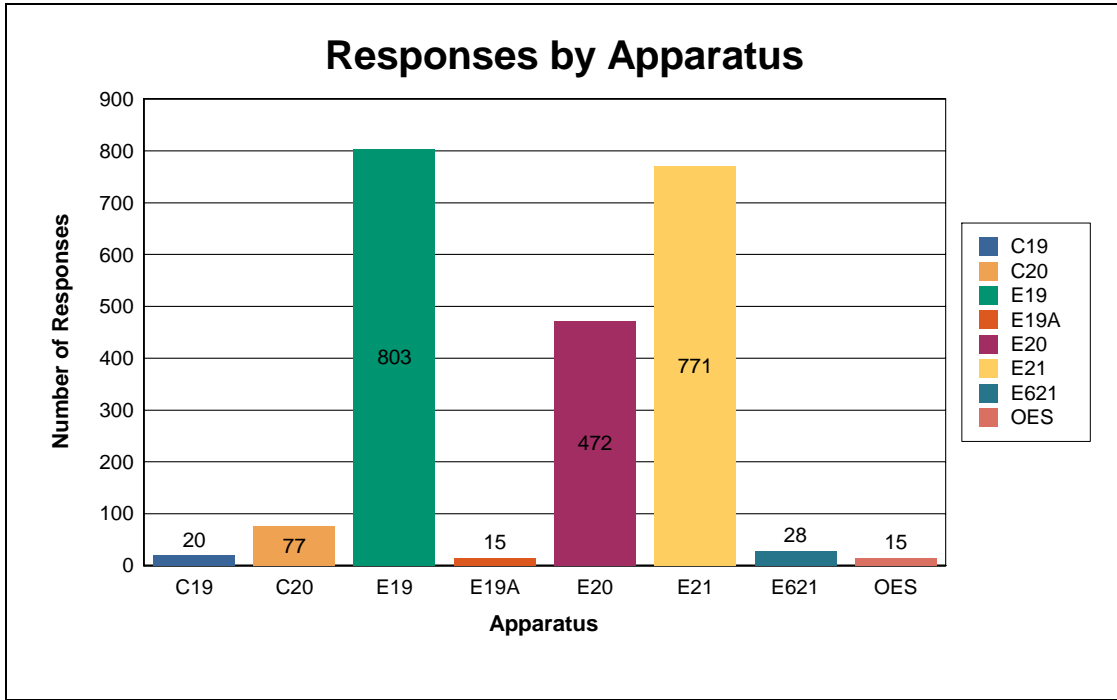


Incident Response Statistics





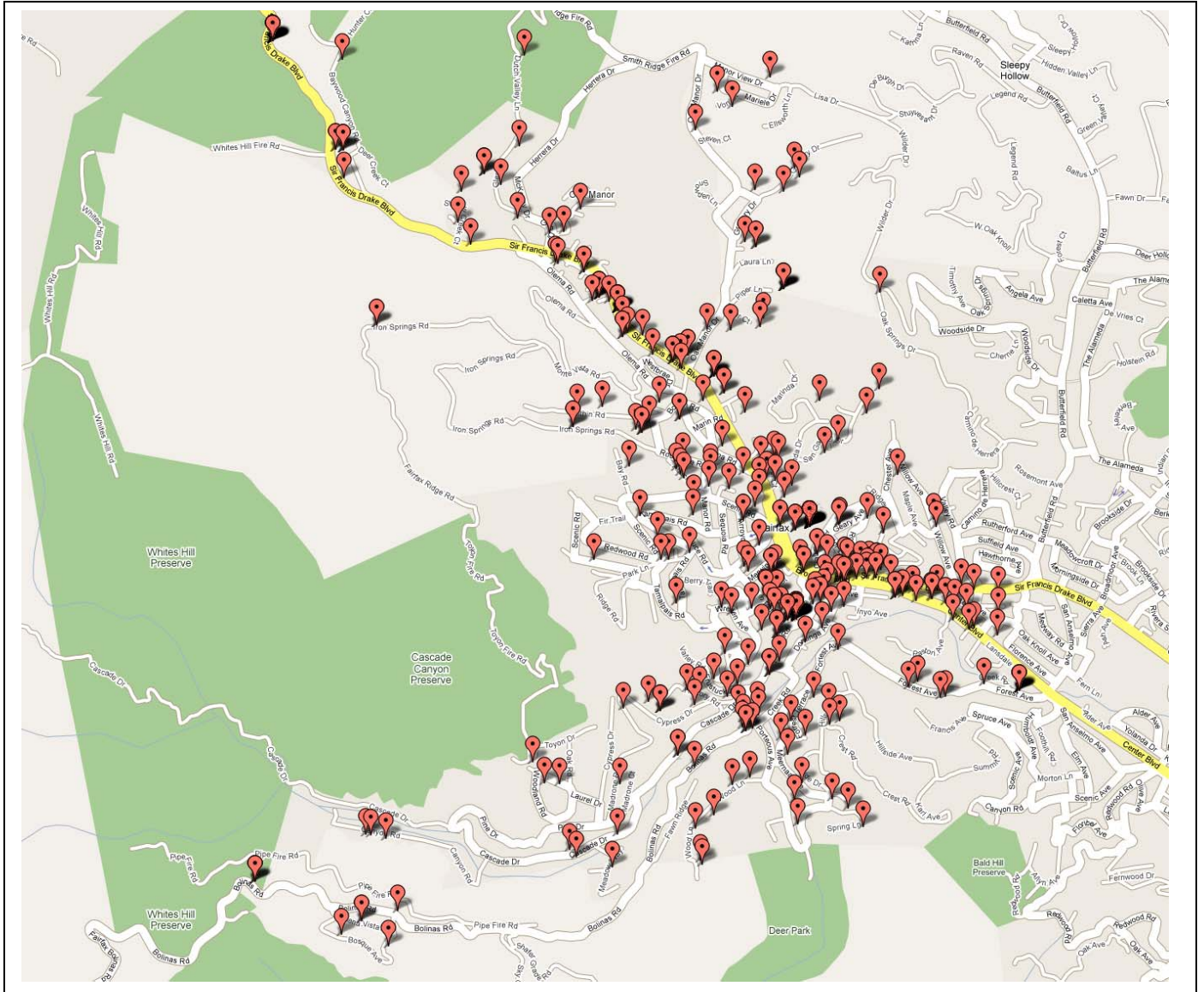
Incident Response Statistics





Incident Response Maps

Fairfax Medical Responses

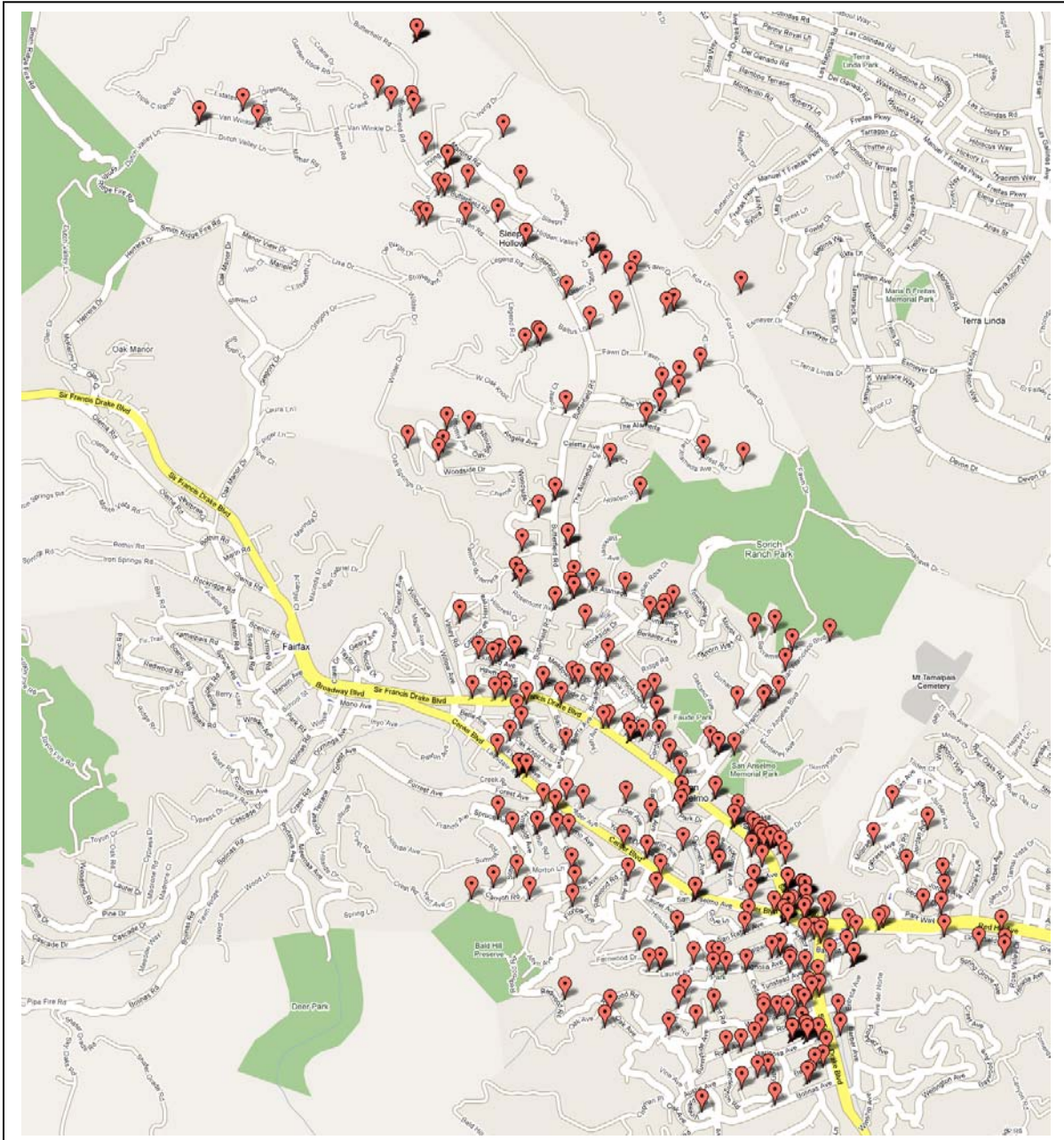


The above map shows the location of the emergency medical responses for 2008 for Fairfax. This map does not include "Code 2" or non-emergent calls or calls for service or assistance.



Incident Response Maps

San Anselmo Medical Responses

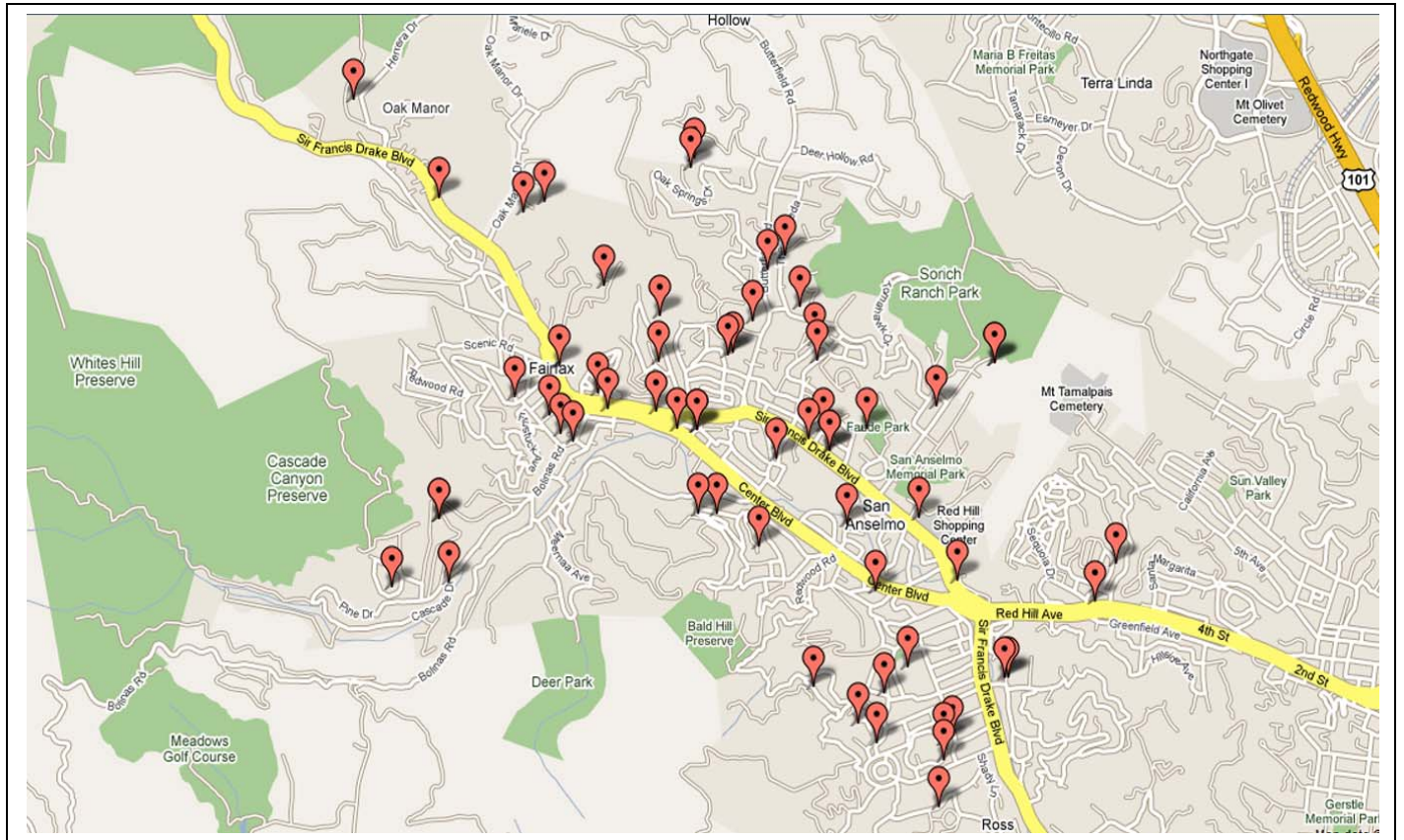


The above map shows the location of the emergency medical responses for 2008 for San Anselmo. This map does not include "Code 2" or non-emergent calls or calls for service or assistance.



Incident Response Maps

Fire Responses within Jurisdiction



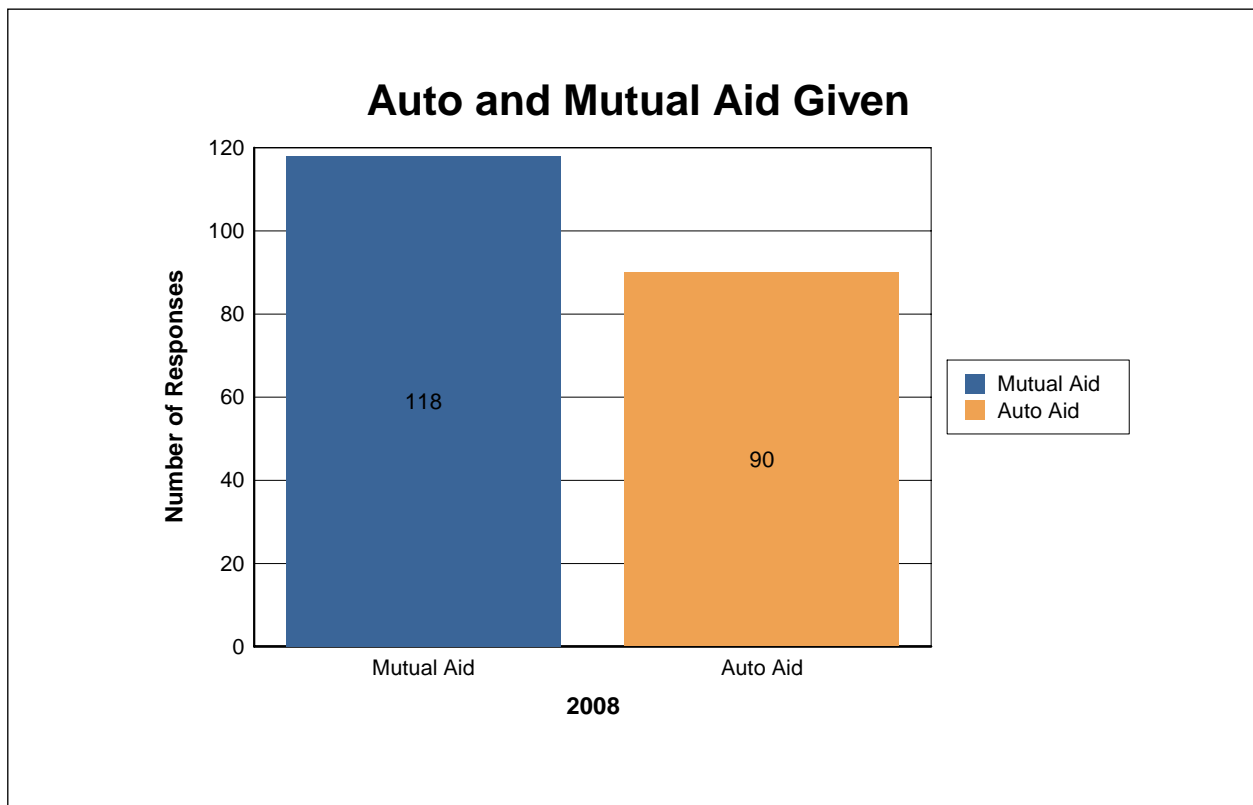
The above map shows all fire calls responded to in 2008. This map includes all fire calls, whether they were structure or wildland fires.



Mutual and Auto Aid Report

The Ross Valley Fire Department has both mutual and automatic aid agreements. The Marin County Mutual Plan, locally, and the State of California Master Mutual Aid Agreement, for statewide response, provides assistance to fire jurisdictions that need additional resources to manage emergencies that exceed the capability of the local agency. The plan is implemented when the local agency resources have been depleted to the point that additional resources are necessary to provide necessary protection for the jurisdiction. The department has an Automatic Agreement with the County of Marin for responses to the unincorporated areas that are adjacent to our jurisdiction. For 2008, the department received Mutual Aid 47 times.

Below are the Auto and Mutual Aid Given response statistics for 2008:





Strike Team Assignments

Ross Valley Fire Department was dispatched out of county numerous times during 2008. The busiest time occurred during the months of May through July. The longest the engines were committed out of county was a 23 day assignment to northern California. The experience gained from these assignments is immeasurable. The crews are challenged each day while on assignment. Many of the skills that they utilize are wildland firefighting, structure protection, cutting lines, mop up operations, and many others. The response by local government to these large fires throughout the State has a significant impact on the lives of the people living in the fire zone. An example of the impact occurred on the Concow Fire near Paradise. While on a structure protection assignment one of our engine companies discovered a home that had just caught fire as the result of the passing wildfire. The crew was able to extinguish the fire and save the home and all its contents. The crew had the rare opportunity to return to the home a couple of days later and meet with homeowners.



Out of County Responses 2008

| Incident name | Location | Commitment Dates | Resources Committed | Incident Size (acres) | Structures Lost |
|-----------------------|-------------------------------|------------------|------------------------------|-----------------------|-----------------|
| Summit Fire | Santa Cruz Co. | 5/22-5/26 | OES E-249 4 personnel | 3,200 | 17 |
| Martin Fire | Santa Cruz Co. | 6/11-6/15 | Engine 621 4 personnel | 520 | 3 |
| Humboldt Fire | Butte Co. | 6/12-6/15 | OES E-249 4 personnel | 23,166 | 74 |
| HHU Lightning | Mendocino Co. | 6/21-7/01 | Engine 621 4 personnel | 53,300 | 2 |
| Hummingbird Fire | Santa Clara Co. | 6/21-6/23 | Strike Team Leader B/C 20 | 1,050 | ----- |
| Hummingbird Fire | Santa Clara Co. | 6/21-6-23 | OES E-249 4 personnel | 1,050 | ----- |
| BTU Lightning Complex | Butte Co. | 6/23-7/5 | Strike Team Leader B/C 20 | 59,440 | 117 |
| BTU Lightning Fire | Butte Co. | 6/23-7/16 | OES E-249 4 personnel | 59,440 | 106 |
| Corral Fire | Lassen Co. | 7/1-7/5 | Engine 621 4 personnel | 12,434 | ----- |
| BTU Lightning Fire | Butte Co | 7/5-7/5 | CREW | 59,440 | 117 |
| BTU Lightning Fire | Butte Co. | 7/5-7/6 | Engine 621 4 personnel | 59,440 | 117 |
| Telegraph Fire | Mariposa Co. | 7/26-8/02 | Engine 621 4 personnel | 34,091 | 130 |
| Chowchilla Staging | Mariposa Co. | 7/27-08/01 | OES E-249 4 personnel | ----- | ----- |
| Sesnon Fire | Los Angeles Co. | 10/13-10/17 | OES E-249 4 personnel | 14,703 | 15 |
| Tea Fire | Santa Barbara Co. | 11/14-11/15 | OES E-249 4 personnel | 1,940 | 210 |
| Sayre Fire | Los Angeles Co. | 11/15-11/16 | OES E-249 4 personnel | 11,262 | |
| Freeway Fire | Orange Co. / Riverside Co. | 11/16-11/19 | OES E-249 4 personnel | 30,305 | 187 |
| Tea Fire | Santa Barbara Co. | 11/14-11/17 | Engine 621 4 personnel | 1,940 | 210 |
| Prado Staging | Santa Barbara Co. | 11/17-11/19 | Engine 621 3 personnel | ----- | ----- |



Photos of our year –





Photos of our year – (cont'd)

