

Ross Valley Fire Board Meeting Minutes

Wednesday, February 13, 2013

Ross Valley Fire Station 19

777 San Anselmo Ave.

San Anselmo

Board members present: Weinsoff, Reed, Berto, Kroot, Small, Hoertkorn, McInerney, Shortall

Staff Present: Stutsman, Meagor, McCarthy, Hanson, Lewis

Call to order: 6:35pm

Open time: no members of the public addressed the board.

Board requests for future agenda items, questions and comments to staff, staff miscellaneous items: Member Reed asked about the status of the Mollenkopf judgment. Chief Meagor responded that it is something that would be discussed with legal counsel and bring back for a closed session item discussion. Chief Meagor updated the board on the promotional testing process. The process completed today. There are vacant Battalion Chief and Captain positions. The eligibility list will be certified by the Executive Officer within the next few days. The Chief then explained the testing process and what it entailed – written test, written exercise, oral interviews and simulation exercises. Member Weinsoff brought up about changing Executive Officers in January and suggested that the discussion begin with the three Town Managers. The Executive Officer agreed and she will set up a meeting to discuss the position and moving forward.

Consent agenda: M/S Weinsoff/Kroot to approve Consent Agenda. All ayes.

Monthly Call report and Out of Jurisdiction Report: November through January: Chief Meagor explained the new call report and how this is just the beginning of the changes that we are working on to show the statistics and what calls the department responds to. Member Hoertkorn asked about seeing a quarterly report to show the trends and also to show where the calls are located. Chief Meagor responded that is going to be forthcoming. There will be reports showing calls by area, apparatus, monthly and year to date, etc. Member Small asked about getting a better idea and understanding about Mutual Aid. Member Kroot asked if the stations have equal geographic areas and if others have more calls than another. Chief responded that the stations are in good locations and the closest resource is dispatched to the call. Member McInerney asked if there was an increase in medical calls due to an aging population. Chief Meagor responded that our call volume has remained steady for quite some time. The level of care and resources has increased. Member McInerney asked if the training/equipment has changed over the past 10 years. Chief Meagor responded that yes there have been many changes to the equipment and the increased level of patient care. Chief then explained why the addition of paramedics was necessary for

AGENDA ITEM # 3a
Date 3/13/13

our area. Member Weinssoff asked about the gate at the location of the fatal fire on Meadow Way and Chief Meagor responded that it was a regular access gate and that the gate had the proper key switch for access.

Current Financial Report: Chief Meagor briefly presented the current report. Noted various changes to income accounts and the Overtime budget is at 65% currently.

Election of Board President and Vice President: Chief Meagor presented the staff report and explained the background of selecting the positions. M/S Weinssoff/McInerney to nominate Kroot as president; McInerney/Reed to nominate Member Small as Vice President. All ayes. Board members thanked Member Berto for his service as President.

President Kroot took over the meeting.

Accept Annual Independent Audit Report for FY June 30, 2012: Chief Meagor presented the staff report and introduced Scott Miller from OUM. Mr. Miller thanked the Chief and JoAnne for their work and effort during the audit process. Completed the process of reviewing the internal control process and found no material weaknesses in their review. Management was very forthright and forthcoming with information, no disagreements, and open and responsive with all answers. He spoke on the large transaction that occurred during the year with the pay down of the Side Fund for Cal PERS. He explained the reasoning of the refinancing the obligation with a Pension Obligation Bond at a lower interest rate. The rest of the transactions throughout the year were typical. Question about the CalPERS and how they charge the department each year and he explained their normal actuarial process. Member Hoertkorn asked Mr. Miller about OUM and what their clients are – public versus private. Mr. Miller explained their firm and client make up, which is a mix of public, private, and publicly traded companies. Chief Meagor explained the changes and the positive aspects of the increase in the fund balance. M/S Weinssoff/Reed to accept audit as presented. All ayes. Chief Meagor thanked Administrative Assistant Lewis for the hard work throughout the year and also Dan Hom for his work on preparing the audit report.

Acknowledge and file report – Mid-Year Budget review: Chief Meagor presented the staff report and explained how various events have impacted our budget – they include retirements, employee injuries and responding out of county for wildland fires. The reduction in salaries and benefits will offset the variances in the budget. We are expecting a balanced budget at the end of the year. Member McInerney asked if burn trailer was going to remain at the Corporation Yard. Chief Meagor responded that the trailer was moved back to Station 20 today.

He then told the board about the Volunteer Firefighter academy that will be occurring on Sunday, February 18, 2013. He explained that Captain Dan Mahoney is coordinating the training and creating the exercises. They will be training at Station 20 and at Brookside school.

Discussion about how the percentages were arrived at for each agency. Chief Meagor explained that when the merger occurred it was decided what the coverage that Ross wanted at that time. The improved level of service, same daily engine company staffing and lower costs was what was discussed during the negotiations and meetings. Member Hoertkorn said that as a board they need to look at costs and funding future costs. Member Shortall responded that the department's efficiency is the best within the county and the only way to reduce costs would be to reduce service. Member Hoertkorn stated that nowhere in the packet does it show the efficiency of the department. Member Small responded that during the process they realized that there would not be a large savings, especially in the first year with the payoff of the retiring fire chief. She also stated that they were looking at improved service and that as part of a larger group, if costs increased, it would be less of a financial impact to the town of Ross. She then explained some of the history of the Ross council and how their costs increased over the past several years. She asked that files and information be sent to Member Hoertkorn for her review. Chief Meagor responded that the RVFD has held costs at no increases in the budget over the past several years. This year was the first year that increases have been in our budget. The FY 13/14 budget will have some increases that are costs are not within our control. Member Weinsoff remarked that it is time, as politicians, we should be talking to our constituents and explain the realities of the costs of providing the services that they enjoy. Discussion about the towns and their taxing demands that they are facing. Member McInerney suggested giving her the information concerning the various costs comparisons. Member Reed also said that the department is very efficient and keeps costs under control. Chief Meagor will be sending various documents to Member Hoertkorn for her review. Over the past three to four years, the department has held the contributions from the prior authority at a level percentage and held costs down with employee concessions, employee give backs, and holding costs down across the board.

Next meeting: Wednesday, March 13, 2013, Ross Valley Fire Department, 777 San Anselmo Ave., San Anselmo.

Minutes respectfully submitted,



JoAnne Lewis
Administrative Assistant