

**Ross Valley Fire Department
Fire Board Meeting Minutes
Wednesday, October 09, 2013
6:30pm**

Members in attendance: Berto, Finn, Small, Hoertkorn, Kroot, McInerney, Reed, Weinsoff

Staff present: Stutsman, Meagor, McCarthy, Stasiowski, Lewis

Call to order by President Kroot 6:32pm.

1. Open time for public expression:

Chief Meagor introduced the representative from MERA and he then began a presentation regarding the MERA next generation communication system. He is looking for feedback, questions, and comments from the board. Discussion about possible issues and the timing of the bond. Discussion about how MERA was originally set up and how the shares of the costs are split throughout the county. Discussion and questions regarding operability and the hardware and other costs associated with the program.

2. Board requests for future agenda items, questions, comments to staff; staff miscellaneous items.

Member Hoertkorn spoke on the fire ops training that she attended on Tuesday and what came out of the program and that there was discussion about a county wide fire department consolidation and the call types throughout the county. Executive Officer Stutsman reported that there are seven applicants for the fire Chief position and a number of other applications are expected.

3. Consent agenda: M/S to approve Weinsoff/Hoertkorn all ayes 1 abstain (Finn) from minutes.

4. Monthly call report and out of jurisdiction report:

Chief Meagor reviewed the call report and talked about the two fires that occurred in September. The small vegetation fire that occurred next to Memorial Park. He also spoke about the resources that assisted the department with the fire fight. Battalion Chief McCarthy spoke on the structure fire on Laurel and how the shift's hard work kept the fire from spreading to the Wildland or other structures. Member McInerney spoke to friends who live near the fire location and also saw the house after the fire. He complimented the department on the response and keeping it to the house of origin.

5. Current financial report: Chief Meagor reviewed the current report.

6. Review of RVFD JPA: Executive Officer Stutsman presented a review of the background and how the JPA was formed and how it came to be where it is today. She reviewed the staff report and explained the process that was gone through to arrive where we are a year later. She explained the meetings, discussions and uncounted staff that went into the final agreements. Discussion was then held regarding a Management Committee and what the make up of the committee should be and the role of the

AGENDA ITEM # 2A

Date 11/13/13

executive officer. Discussion about speaking to counsel about adding an amendment to the JPA regarding the closed session items, which would allow board members to hold a closed session with their town council or board regarding certain JPA issues. The three town managers will discuss the management committee and bring back recommendations to the board. Discussion concerning the rotation of the Executive Officer position and the importance of continuity and strong knowledge and background information about the department.

7. **Approval of services by Lexipol to provide Fire Policy Manual:** Chief Meagor presented the staff report and background information on changes in the policies. Discussion of questions regarding the system from a cost standpoint based on employee related issues. M/S Weinsoff/McInerney. All ayes.

Meeting adjourned to Closed Session.

There was no reportable action from the closed session.

Minutes respectfully submitted,


JoAnne Lewis
Administrative Assistant