

**ROSS VALLEY FIRE DEPARTMENT  
STAFF REPORT**

For the meeting of: January 13, 2016

To: Board of Directors  
From: Mark E. Mills, Fire Chief  
Subject: Chief's Update

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**RECOMMENDATION:**

For the Board's information

**FLEET**

**FACILITIES**

Station 18

Station 19

Station 20

Station 21

No other significant changes or repairs are being made at this time.

**PERSONNEL**

**ACTIVITIES**

<b>FIRE PREVENTION</b>	<b><u>November</u></b>	<b><u>December</u></b>
Operational Use Permits	0	0
Construction Permits	8	13
Planning Applications (Plan Review)	6	11
Fire Protection Permits	13	6
<b><i>Total Plan Reviews      57 (Does not include re-submittals)</i></b>		
<b><i>Ross-11    San Anselmo-26      Fairfax-16      Sleepy Hollow-4</i></b>		

AGENDA ITEM # 2C  
Date 1/13/16

<b>Inspections Conducted</b>	<b><u>November</u></b>	<b><u>December</u></b>
Construction Final	4	10
Sprinkler Hydro Inspections	5	10
Sprinkler Final Inspections	6	11
Re-inspections	2	2
Fire Alarm Final	1	4
Re-inspections	0	0
VMP Inspections	0	1
Resale Inspections	12	18
Re-inspections	0	5
State Mandated Inspections	9	11
Re-inspections	10	5
Code Enforcement	2	1
Photovoltaic Inspections	0	4
Hood & Duct/Commercial Kitchen	0	0
Underground Fire Line Inspections	2	3
Tents/Awnings	0	1
<b><i>Total Inspections Conducted</i></b>	<b><i>53</i></b>	<b><i>86</i></b>
<b><i>Ross- 29    San Anselmo-74</i></b>	<b><i>Fairfax-28</i></b>	<b><i>Sleepy Hollow-8</i></b>
<b>Pre-construction Meetings:</b>	<b>7</b>	<b>3</b>

Chief Mills attended:

11/17 – Attended FDAC Board meeting  
 11/19 – Attended MCFCA meeting  
 11/23-25 – Vacation  
 12/1 – Teleconference with LCW on FLSA issue  
 12/3 – Met with Town Managers to discuss evaluation  
 12/3 – Met with Ross WUI Committee  
 12/5-8 – Attended FEMA All Hazard Liaison Officer certification course  
 12/16 – San Anselmo Christmas Dinner  
 12/17 – Attended MCFCA meeting

BC Mahoney attended:

11/9 Chief/BC staff meeting  
11/20 Meet with Sean Condry regarding bridge removal  
11/23 Marin County Fire Chiefs end of year subcommittee meeting  
12/7 Marin County Operations meeting  
12/8 Flood preparedness meeting with Ross  
12/14 Chief/BC staff meeting  
12/19 Hazmat battalion drill at MCFD  
1/2 Marin County Operations meeting

Battalion Chief Stasiwoski attended:

11/12 – B Shift meeting  
11/13 – Meeting with Melanie Sabelhaus of San Francisco Theological Seminary  
11/17 – Meeting with Engine Standardization Committee  
11/18 – Meeting with Rob Johnstone - Town of San Anselmo  
11/30 – Meeting with Mark Lockaby - Town of Fairfax. Meeting with Engine 19 and Larkspur Engine 15 for Narcotics Program. Meeting with Rob Johnstone – Town of San Anselmo.  
12/3 – Attended Ross Valley Paramedic Authority meeting  
12/5 – Town of San Anselmo Tree Lighting Ceremony – B21 and E19  
12/9 – Teleconference with Occu Med  
12/14 – Teleconference Battalion Chiefs meeting  
12/12 – Attended Modesto Fire Department promotional ceremony  
12/17 – Attended MCI Trauma course at Marin General. Meeting with Battalion 1514  
12/18 – Battalion Block Training and meeting with Battalion 1512  
12/23 – B Shift meeting  
1/6 – Meeting with Battalion Chiefs for Emergency Reporting  
1/11 – Battalion/Chief meeting

Battalion Chief Tim Grasser:

11/10 - FLSA Presentation  
11/16 - Training Officers meeting  
11/22 - Captains meeting  
12/12 - Emergency Reporting meeting station 15  
12/14 - Staff meeting  
12/15 - Battalion Drill in Woodacre  
12/27 - Emergency Reporting shift training  
12/29 - Emergency Reporting shift training