

**Ross Valley Fire Department
Board Meeting
777 San Anselmo Ave.
San Anselmo**

June 8, 2016

Board Members: Greene, Small, Peter Lacques for Weinsoff, Shortall, Reed, Finn, Elizabeth Breckus for Kuhl

Member absent: McInerney

Staff present: Toy, Mills, Mahoney, Lewis

President Shortall read the Proclamation for Member Small thanking her for her service and support of Ross Valley Fire Department. She was presented with the proclamation and a bouquet of flowers from the fire department.

Presentation by Captain Jim Popken – Red Cross Home Fire Campaign that occurred in February. He explained the process and how the areas were selected, there were 47 homes and families that were provided information, smoke detectors, and disaster planning. Discussion was held about what the next steps were and if there were other areas that would be contacted for this program in the future.

Board requests: Town Manager Stutsman provided a form for the board members to sign in for the meeting for reimbursement.

Consent Agenda: M/S Reed/Greene to adopt Consent Agenda. All ayes.

Adopt Resolution 16-04 A Resolution of the Ross Valley Fire Department Board of Directors authorizing the RVFD to sign the JPA for Hazardous Materials Spills Management. Chief Mills explained the staff report and how the JPA works. There was a slight increase in the costs over last year. The department now houses the Haz Mat unit as Station 19 is a more central location in the County for response. Discussion of what is considered a Hazardous Materials response, There are specific criteria that must be met for a response to occur. M/S Small/Finn to adopt Resolution 16-04 as presented. All ayes.

Adopt Resolution 16-05 Adoption of FY 2016/17 A resolution of the Ross Valley Fire Department Board of Directors adopting the Budget for the Ross Valley Fire Department for the Fiscal Year commencing July 1, 2016. Chief Mills reviewed the staff report and explained the increases and changes to the budget for the upcoming year. There is no funding for the Apparatus Replacement Fund nor for any increases in salary. Member Small stated that she is concerned about not funding the Apparatus fund. She brought up the Plan Checking fees, if the fees exceed the budgeted amount then the difference should be placed into the Apparatus Replacement Fund. Chief Mills

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replied that the Technology Fee was separated out in this budget to show the difference in the fees, which would be used for upgrading and providing new technology for the fire prevention program. Discussion ensued about where the Plan Checking fees would end up at the end of the fiscal year and where those funds should be spent. Discussion also ensued about the Apparatus Fund and upcoming purchases over the next three years. M/S Shortall/Reed to Adopt Resolution as presented. All ayes.

Minutes respectfully submitted,

A handwritten signature in black ink, appearing to read "JoAnne Lewis". The signature is written in a cursive, flowing style.

JoAnne Lewis
Administrative Assistant