

ROSS VALLEY FIRE DEPARTMENT
Minutes of the Ross Valley Fire Board Special Meeting of June 9, 2021

1. 6:30 pm Call to order. Announce action in closed session, if any.

Board Present: Hellman, Kuhl, Greene, Shortall, Finn, Goddard, Burdo, Brekhus

Board absent:

Staff present: Yeager

Town Managers Present: Toy, Chinn, Donery.

Agenda – June 9, 2021

2. Open time for Public Expression: The public is welcome to address the Board at this time on matters not on the agenda. Please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to take action on any matter not on the agenda unless it determines that an emergency exists and that the need to take action arose following the posting of the agenda.

Cascade Canyon resident Max Edwards asked about the Wildland Urban Interface (WUI) zoning. He would like RVFD to support or recommend a change on WUI zoning so that all construction complies with the requirements. If RVFD can change it, how would it be implemented, how are the zoning designations made, and how can this item be put on the agenda?

Dir. Greene clarified that any items not on the agenda cannot be discussed during this meeting but can certainly be agendized for a future meeting. He also added that each respective Town council makes zoning designations. Greene suggested that Mr. Edwards reaches out to Garrett Toy, Fairfax Town Manager, later. Regarding adding items to the agenda, Greene mentioned that Mr. Edwards would have to reach out to Fairfax councilmembers Goddard and Hellman, and they can request it to be agendized as a future item.

Dir. Goddard asked Mr. Edwards to reach out to her or Dir. Hellman via email, as they are happy to help answer his questions without them having to be agendized.

3. Board requests for future agenda items, questions, and comments to Staff, staff miscellaneous items.

Dir. Kuhl joined the meeting at 6:34 pm. Dir. Brekhus asked if RVFD participates in the zero-waste program where fire departments collect batteries for recycling. Deputy Director Yeager responded that we have a battery recycling bin out in the lobby area at Station 19.

Dir. Hellman asked for an update on the inspection schedule. Yeager responded that he does not know the status, but the inspectors are working on it. Still, he will find out when the finalized

report will be sent out to the communities, which should be ready soon since the defensible space academy ended about two weeks ago.

4. **Chief Report – Verbal Update by Deputy Director Fire Yeager**

MWP Local Project: Yeager started by giving a brief description of the three primary revenue funds provided by the MWPA board. For instance, 60% goes to core projects, 20% to each entity for local projects, and 20% to defensible space. For this report, Yeager is covering local projects. First, the MWPA approved the submitted 2021-22 work plan, focusing continuously on evacuation routes and home hardening. Next, Yeager mentioned that Chief Weber and the fire service with each council individually on local projects and grant opportunities.

Dir. Greene asked if there is a local projects inventory list. Yeager responded that the approved work plan is a public document published online at the MWPA's last board meeting. Dir. Burdo provided their site— www.marinwildfire.org

SAFER Grant: Yeager reported that we had not received any new information from FEMA about the grant yet, and unfortunately, there is no timeline. Typically, the results go out in two separate groups; even if we do not get selected in the first group, it does not mean we won't get selected in the second group.

CALFire Grants (Fairfax & San Anselmo): Yeager reported that the Department submitted two grant applications with CALFire for the Fairfax area for roads leading into and around Camp Tamrancho. The second is in the San Anselmo and Ross area for fuel reduction work in Laurel Canyon and Bald Mountain. As a reference, with CALFire grants, the rule is that the areas have to be adjacent to State Responsibility Area (SRA) land, and it will be a couple of months to get notified if we got the grants. Yeager also explained that the Town of Fairfax and San Anselmo are considered Local Responsibility Area (LRA), Point Reyes is deemed to be Federal Responsibility Area (FRA).

Yeager also thanked Helen Yu-Scott, San Anselmo/RVFD Finance & Administrative Services Director, for all the support and efficiency throughout the years. Helen has been a fantastic partner and has brought all her expertise to the Town and Department.

San Anselmo Town Manager Dave Donery added that he and Helen have been working on an interim solution, and we have a great person to lead us while a permanent position is filled.

Dir. Greene added that Helen would be greatly missed. She is a talented, diligent, detailed, and effective Finance Director.

Dir. Goddard asked for an update on the hiring process for the Emergency Preparedness Coordinator position. Yeager responded that the candidate submitted his paperwork. Admin Asst. Mariana Gonzalez added that the candidate was going through background, and everything should be finalized within the next couple of weeks. Yeager said that the candidate should be onboarded by the next board meeting.

Helen Yu-Scott thanked everyone for the opportunity and trust; it was a pleasure working with everyone. Helen will cherish their kindness, leadership, and friendship.

5. **Consent Agenda: Items on the consent agenda may be removed and discussed separately. Discussion may take place at the end of the agenda. Otherwise, all items may be approved with one action.**

M/S Brekhus/Goddard – roll call vote, all ayes

6. **Approve Adopted Budget for FY2021-22**

Yeager mentioned that this upcoming budget, the Department will have some savings since the MERA budget decreased by \$15k; and other than that, the budget is the same presented to the Board in May.

M/S Brekhus/Finn – roll call vote, all ayes

7. **Receive Town of Ross/Civic Center Facility Verbal Update**

Yeager mentioned that since Chief Weber was not present, he only had a brief financial update regarding Ross and station 18. The update is for the financial data requested at the last Board meeting. Yeager went over preliminary numbers that are reasonable estimates. Further, Yeager provided the cost for the four scenarios selected at the previous Board meeting. For instance, option one will have an estimated one-time cost of \$1M and no savings/cost; option two will cost \$420k and have \$300k in savings/cost; option three will cost \$420k and have \$550k in savings/cost; option four will cost \$600k and have \$300k in savings. Please note that the above estimations are assumptions and have not been negotiated with Labor.

Dir. Hellman asked if we keep the engine with option one and what happens with it in the other three options. Yeager responded that at this time, it is undetermined, but the engine could go into reserve or get surplus, and the asset may belong to Ross.

Dir. Shortall asked about the apparatus savings if one engine was dropped. Yeager estimates about \$60k yearly contributed to the apparatus fund. Additionally, Yeager added that the estimated savings are mostly staffing-related to rank changes subject to Labor negotiations and facility construction charges.

Dir. Finn mentioned that JPA Agreement section 24.5b states that the fire engine is the Town of Ross property. Therefore, any proceeds from the sale, transfer, or exchange of assets at Sta18 would go to Ross.

Dir. Burdo requested clarification regarding Yeager's estimates document and why Staff thinks it cannot be publicly shared. Burdo added that if the hesitancy was only based on the Brown Act and labor negotiations. Yeager responded that he could share the file as long as everyone understands that the numbers presented are estimates and that new numbers will be presented as they become available.

San Anselmo Town Manager Dave Donery recognized Fairfax Town Manager and RVFD Executive Officer Garrett Toy, a great leader among the managers. Donery would like to thank Toy for his service.

Ross Town Manager Joe Chinn also recognized Garret Toy and Helen Yu-Scott; they have both been fantastic in their roles and will be missed, but happy for both in their future endeavors.

Dir. Brekhus agreed with Chin and Donery and added that working with Garret and Helen was a pleasure and wished them the best of luck. Dir. Goddard agreed with Brekhus and thanked them for their efficiency and service.

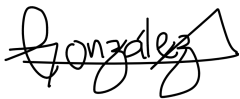
8. Adjourn to Closed Session

No public comment concerning this item.

Meeting adjourned.

The next meeting is scheduled for August 11, via zoom video conferencing.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Gonzalez', with a stylized flourish at the end.

s/Mariana Gonzalez
Administrative Assistant