

Ross Valley Fire Department Board of Directors
STAFF REPORT

For the meeting of October 12, 2022

To: Ross Valley Fire Board

From: Jason Weber, Fire Chief

Subject: Authorize Board President to execute first amendment to the MOU between the County of Marin Fire Department and the Ross Valley Fire Department, reducing the annual contract amount and implementing a cost covered Interim Deputy Chief position to support increased workload.

RECOMMENDATION

Authorize Board President to execute an amendment to the MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF MARIN FIRE DEPARTEMENT AND THE ROSS VALLEY FIRE DEPARTMENT FOR SHARED SERVICES FROM THE MARIN COUNTY FIRE DEPARTMENT TO THE ROSS VALLEY FIRE DEPARTMENT, Reducing the annual contract for fiscal year 2022-23 by \$125,000.

BACKGROUND/DISCUSSION

Both the Ross Valley Fire Department and Marin County Fire Department are facing challenging and exciting times, Ross Valley Fire will be transitioning to a new leadership/governance model in the next 9 month. This will require the completion of the leadership and governance study as well as the development of an implementation plan. Both agencies face impacts related to Fire Dispatch and finding alternative services. During the same time period Marin County Fire is looking to double their Fire Crew Program size, transitioning the office of Emergency Management from the Sheriff's Office to County Fire. All these items are important and will require extensive staff time to execute well.

The proposal of an interim Deputy Chief is to assist with tasks and generally, manage the daily operations of the Ross Valley Fire Department. This will allow the Fire Chief to concentrate on policy level items including managing communications/relations with the Fire Board, Management Team and Community. The executive fire management team from Marin County Fire Department will remain engaged at RVFD, this proposed position will add depth ensuring the volume of tasks can be effectively managed.

Staff has met with Labor, to review the proposal and ensure our obligation to meet and confer on impacts has been met. We reviewed processes in which candidates will be selected for the

position(s) as well how to best achieve backfilling positions minimizing impacts while providing opportunities to employees.

FISCAL IMPACT:

The proposed first amendment to the MOU reduces the contract amount paid to Marin County Fire Department by \$125,000 and will proportionally increase RVFD personnel costs to temporarily fill the position of Interim Deputy Chief from within the Ross Valley Fire Department. We will return to your Board at the mid-year budget update (typically January) to adjust the budget to reflect this change. This amendment and subsequent budget adjustment does not have any increased cost to RVFD.

Attachments:

1. MOU Between RVFD and MCFD
2. First Amendment to the MOU