

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of June 14, 2023

To: Board of Directors

From: Dan Mahoney, Interim Deputy Chief

Subject: Approve Resolution 23-12, Re-Appointing San Anselmo Town Manager Dave Donery as the Executive Officer of the Ross Valley Fire Department.

RECOMMENDATION:

Staff recommends that the Board approve Resolution 23-12, re-appointing San Anselmo Town Manager Dave Donery as the Executive Officer of the Ross Valley Fire Department (RVFD).

BACKGROUND:

The JPA states “the Executive Office shall rotate between the managers of Fairfax, San Anselmo and Ross for two (2) years, or such other term as may be determined by the Board.” On August 11, 2021, the Board approved Resolution 21-10 appointing San Anselmo Town Manager Dave Donery as the Executive Officer of the RVFD.

DISCUSSION:

The RVFD Executive Officer serves under the direction of the Ross Valley Fire Board, providing oversight and guidance to the Fire Chief, and serving as the civilian overseer of the RVFD. The Executive Officer also serves as the liaison between the Towns of Fairfax, San Anselmo, Ross, the Sleepy Hollow Fire Protection District, and the Fire Department.

Further, the Executive Officer serves as the Chair of the Management Committee, assumes responsibility of civil service or personnel rules, regulations, policies, agreements, and procedures or other RVFD rules, regulations, policies, agreements and procedures.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

Encl.: Resolution 23-12 Re-Appointing San Anselmo Town Manager Dave Donery as the Executive Officer of the RVFD – **Attachment #1**