

## ROSS VALLEY FIRE DEPARTMENT

Minutes of the Ross Valley Subcommittee Meeting of April 20, 2022

*Note: These are summary action minutes only. The zoom recording can be accessed by clicking [here](#)*

### 1. 6:36 pm Call to order.

**Fire Board:** Kuhl, Finn, Burdo, Hellman

**FF's:** Jamotte, Standfield, Arenas

**BC's:** Grasser

**Executive Officer:** Donery

**Staff Present:** Weber, Yeager

**Town Managers Present:** Abrams, Donery, Johnson

### Agenda – April 20, 2022

### 2. Introduction of Members

Subcommittee members, Town Managers and Staff introduced themselves.

No public comment concerning this item.

### 3. Open time for Public Expression: The public is welcome to address the Board 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.

None

### 4. Subcommittee requests for future agenda items, questions, and comments to Staff, staff miscellaneous items.

None

No public comment concerning this item.

### 5. Appoint Chairperson and Co-Chairperson to the Subcommittee for 2022 – Chief Weber

Chief Weber summarized the staff report, and opened the floor for the committee to nominate the Chair and Co-chair.

Dir. Burdo volunteered to serve in either position and Dir. Finn second his motion.

M/S Burdo/Finn – roll call vote, all ayes. – for Burdo to serve in either position.

Captain Standfield nominated Captain Arenas to serve in either position.

Dir. Burdo and Captain Arenas had a brief discussion regarding the roles and they decided the appointments.

- Chair: Dir. Burdo
- Co-Chair: Captain Arenas

Amendment to the first motion to appoint Dir. Burdo as the Chair and Captain Arenas as the Co-Chair

M/S Jamotte/Grasser – roll call vote, all ayes.

No public comment concerning this item

## **6. Review Purpose of the Subcommittee and Establish Subcommittee's Objectives – Chief Weber**

Chief Weber provided background related to why the Subcommittee was formed and he mentioned that previously the committee only had three of the four JPA Member agencies and in discussions, it was decided to make the committee Brown Act compliant, therefore, all four JPA members are now included. Further, he also mentioned that contract negotiations should not happen here.

For instance, the committee should discuss service and staffing levels. As well as sharing fiscal challenges the member agencies might have so that the committee can collaborate to find solutions. Chief Weber mention that the committee is an extension of the strong and positive working relationship between Labor and Management.

San Anselmo Town Manager Donery agreed with everything Chief Weber said.

Engineer Jamotte thanked the Committee on behalf of the Firefighters. They all appreciate the efforts to move forward with all the staffing issues they have faced for a long time.

Captain Standfield also agreed with what Chief Weber said and added that they understand that staffing is expensive and he mentioned the SAFER Grant and the CityGate study for the Standards of Coverage, and that the study determined that the coverage is light or less of what it should be.

Dir. Burdo also mentioned the great working relationship between management and labor and that it seems like they are all in the same page and appreciates the committee's objectives.

No public comment concerning this item.

## 7. **Receive Update on SAFER Grant – Chief Weber**

Chief Weber reported that we have not gotten an update from FEMA. He added that this Grant would fund three Firefighter positions which would fill one engine position. While the grant is a great opportunity, there should be a discuss from a policy level and affordability since it would be very hard to accept the grant knowing there would be layoffs on the 37<sup>th</sup> month. Additionally, he shared a cost estimate of \$600k to fund one (1) position.

Burdo asked if the committee would have to convene should we receive the grant before the item goes to the Fire Board.

Finn agreed with Burdo regarding the committee meeting before the item goes to the Board.

Arenas agreed as well and asked if the cost to fund the positions after the grant is done has been shared with the Board, so that each member agency understands their fiscal impacts and commitment. Burdo responded that the information has not been provided yet. Donery gave some funding assumptions and said that San Anselmo Finance could put an estimate together.

Finn asked if the SAFER Grant is all or nothing. Chief Weber said historically it is all or nothing.

Burdo asked if the committee would like to meet at a special meeting. Chief Grasser said that an estimate should be provided while we wait for a SAFER Grant award response instead of waiting for an answer and the Board would have 30 days to decide. Hellman, Jamotte, Kuhl, and Arenas agreed with Grasser. Chief Weber mentioned what Dir. Greene brought to the Town's Council to identify the future need. Burdo agrees that the committee should meet at a special meeting in the event we are granted the award to provide a recommendation to the Fire Board.

Stanfield said something to consider is the stations and the facility changes needed to fully staff them as well as what the real impacts are and the tools we already have. Chief Weber responded that there is already preliminary discussions and cost analysis to upgrade the stations.

Action items:

- The committee will meet before the Fire Board meeting should the grant be awarded
- San Anselmo Finance to provide a cost analysis for the three positions

This item will be covered during the regular RVFD Board Meeting in June.

No public comment concerning this item.

## 8. **Receive Update Regarding Governance and Leadership Study (RFP) – Chief Weber**

Chief Weber mentioned the RFP preview that was presented to the RFVD fire board and the MCFD shared services agreement expiring on August 2023. He also mentioned what the RFP will entail and its goals so that the Board understands the options for long term sustainability and

to improve service levels. Chief Weber added the item to this meeting to see if there were any questions before the item is presented to the Fire Board at their next regular meeting.

Executive Officer Dave Donery said that when the draft was presented to the Board, Sleepy Hollow expressed their desire to participate in the process.

Dir. Hellman asked what the role of LAFCO is during an RFP. Chief Weber responded that LAFCO approach the Department to look at District models and while LAFCO cannot mandate or decide what the Department does, we are required to inform LAFCO of JPA changes that have a governance or taxing authority impact so they are involved and it is important to work with them early on in the process.

Chief Grasser mentioned that the last study was done all in house with the Fire Chief and we did not have assistance from anyone who could suggest what the best alternatives were and only had two options. Therefore, having this RFP will benefit all stakeholders because we will have the opportunity to look at all the available options.

No public comment concerning this item.

9. **Select the Date for the Next Quarterly Subcommittee Meeting – Chief Weber**

Dir. Burdo asked if there were any dates suggested. Chief Weber said that the Board set up quarterly meetings and the committee can call for special meetings.

The committee discussed the scheduling and the next quarterly meeting will be in July, date and time to be determined.

No public comment concerning this item.

10. **Adjourn**

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

Respectfully submitted,

s/Mariana Gonzalez  
Administrative Assistant