

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of February 14, 2024

To: Board of Directors

From: Dan Mahoney, Interim Fire Chief

Subject: Recommend the Board Come to Consensus on Whether the President of the Ross Valley Fire Department Board of Directors Should Have the Ability to Add Future Agenda Items.

RECOMMENDATION

Staff recommends the Board come to consensus on whether the President of the Board should have the ability to add future agenda items through written communication to the Executive Officer.

BACKGROUND

At the January 12, 2024 Board meeting, Resolution 24-01 was presented to the Board establishing the time and place for holding regular meetings of the Ross Valley Fire Department Board of Directors and adding items to the agenda. This resolution updated the location of regular monthly Board meetings to the San Anselmo Council Chambers and revised the occurrence of regular monthly Board meetings to include August and December.

In addition, Resolution 24-01, included four ways items could be added to a future agenda:

1. Upon consensus while at a public meeting of a majority of members of the Ross Valley Fire Department Board of Directors (“Board”);
2. By the President of the Board through written communication to the Executive Officer;
3. By the Executive Officer of the Ross Valley Fire Department; or
4. By the Fire Chief of the Department.

Discussion was had by the Board and they agreed future agenda items could be added by the Executive Officer and Fire Chief. The number of Board members needed to add a future agenda item was modified from a majority of Board members to three Board members. No consensus was met in regards to the President of the Board being able to add future agenda items. As a result, President Finn asked Director Brekhus to present a proposal to the Board at the February Board meeting.

The Board voted unanimously to approve Resolution 24-01 with the following revisions to adding items to the agenda:

1. Upon consensus while at a public meeting by three members of the Ross Valley Fire Department Board of Directors (“Board”);
2. By the Executive Officer of the Ross Valley Fire Department; or
3. By the Fire Chief of the Department.

DISCUSSION

Director’s Brekhus and Robbins provided a joint proposal (Attachment #2) stating why they feel it is inappropriate for the President of the Board to have the ability to add future agenda items. Their recommendation is the Board President should not be allowed to add items to future agendas through written communication to the Executive Officer.

The Board should decide if they would like to amend Resolution 24-01 to include the Board President's ability to add future agenda items through written communication to the Executive Officer or to keep the already passed Resolution 24-01 as is.

FISCAL IMPACT

There is no fiscal impact associated with this recommendation.

ATTACHMENTS

Resolution 24-01 - Establishing the Time and Place for Holding Regular Meetings and Adding Items to the Agenda - **Attachment #1**
Director Brekhus and Robbins Joint Proposal Response - **Attachment #2**