

## ROSS VALLEY FIRE DEPARTMENT

Minutes of the Ross Valley Fire Board Meeting of November 13, 2024

*Note: These are summary action minutes only. The zoom recording can be accessed by clicking [here](#). The passcode is Rvfd111324#*

### RVFD BOARD MEETING MINUTES

#### 1. 6:30pm Call to order.

**Board Present:** Kircher, Robbins, Burdo, Colbert, Shortall, Finn, Hellman, Coler

**Board Absents:**

**Staff Present:** Mahoney, Zuba, Lim

**Town Managers Present:** Donery, Johnson

#### Agenda – November 13, 2024

#### 2. Chief Report – Verbal Update by Fire Chief Mahoney

**Recruitment Update:** We recently posted a new recruitment for Firefighter Paramedics with the hopes of hiring two more. There are three Firefighter Paramedic candidates currently in backgrounds. The goal is to start them in December or January at the latest. One of our Fire Inspectors has left the Department for another department, so we will also be hosting a recruitment for this position in the next month.

**Burn Foundation:** The Alisa Ann Ruch Burn Foundation came through town last month. They host a relay to raise funds for burn victims and the Ross Valley Firefighter's Club donated \$1,000 this year.

#### **Incident Reports:**

**Pumpkin Ride Trail Rescue** - This ride starts in Fairfax and goes up into open space areas on Halloween. There was a bad e-bicycle wreck at the end of Glen Drive. Crews arrived to an unconscious patient. They provided patient care and the patient was transported to the hospital.

**Organ Donation** - Last month crews responded to a call involving a young man who was transported to MarinHealth where he was placed on life support. The patient's family made the decision to take him off of life support and to donate his organs. The family invited Department members to the Donor Walk, which is a ceremony where family members accompany their loved ones through the ICU to the operating room. RVFD was honored to support the family and to witness the powerful act of generosity and life saving compassion.

**Recognition of Director Colbert:** Chief Mahoney presented Director Colbert with a plaque and thanked him for his two years of service and support of the Department.

No public comment.

#### 3. **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.**

No public comment.

**M/S Coler/Robbins to approve consent agenda – roll call vote, seven ayes: Kircher, Robbins, Colbert, Shortall, Finn, Hellman, Coler**

#### **4. Creation of Wildfire Preparedness Coordinator Position – Fire Chief Mahoney**

*The Job Description in the Board packet was missing the last page that included the “Physical Requirements”. Chief Mahoney provided printed copies and noted that if the position was passed, an amendment would need to be included.*

Chief Mahoney summarized the Staff Report.

Director Shortall shared that he feels this updated job description more appropriately aligns with the MWPA, which will clarify the position. Fire Safe Marin is excited to work with this position.

Director Hellman asked if this position will still attend community meetings and events. Chief Mahoney confirmed the position will be the Ross Valley Fire Department representative at community meetings and events and will be available to help facilitate.

Director Robbins asked if the position is new or ongoing. Chief Mahoney stated this is a previously approved position that has been vacant for the past year.

There was discussion about how this position would be funded. Previously, the Emergency Preparedness Coordinator position was funded 100% through MWPA local funds. To account for the Wildfire Preparedness Coordinator position being involved in activities and duties that fall outside of the MWPA’s goals, the funding structure has changed to 90% of the position being funded through MWPA local funds and the remaining 10% being paid for by Member Agencies.

**No public comment.**

**M/S Hellman/Burdo to approve Resolution 24-09 the Creation of the Wildfire Preparedness Coordinator Position – roll call vote, eight ayes: Kircher, Robbins, Colbert, Burdo, Shortall, Finn, Hellman, Coler**

#### **5. Town of Ross Station 18 One-Year Delay Closure Letter – Fire Chief Mahoney**

Chief Mahoney summarized the Staff Report.

Ross Town Manager Johnson would like to see this resolved by the end of the year.

Director Robbins said this all came about because when Ross made the decision to close Station 18, there were a number of things the Town of Ross was told would happen and they haven’t been happening. Ross’ goal is having first responders present.

The Board is deferring any action on this topic until the upcoming RVPA meetings have occurred.

**No public comment.**

#### **6. Announce Adjournment to Closed Session: 7:00pm**

Conference with Labor Negotiator - Labor Negotiator Recommendation and CalPERS Educational Incentive Audit

#### **7. Announce Action in Closed Session, if any.**

Item 6A - Labor Negotiator Recommendation - Staff was given direction regarding Item 6A.

Item 6B - CalPERS Educational Incentive Audit - The Board authorized the recommended changes to the educational incentive pay, which is part of the Ross Valley Firefighters' and Ross Valley Fire Chief Officers Memorandum of Understanding (MOU), to meet the May 2024 CalPERS audit requirements. The changes will be in the form of a side letter attached to the Ross Valley Firefighters' and Ross Valley Fire Chief Officers MOU's for contract years 2019 through 2022 and 2022 through 2025. Staff has been directed to bring this item to the December Board meeting for final approval.

**8. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.**

Director Hellman has two related requests.

- 1.) Report back on the dollar amount in the OES Reimbursement fund.
- 2.) Discussion around can Member Agency's be credited back monies from the OES Reimbursement fund if the money is exclusively used for public safety along with a general review of what might be done with the funds.

**9. 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.**

**No public comment.**

**10. Adjourn**

The next meeting is scheduled for December 11, 2024, San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via Zoom.

Respectfully submitted,  
s/Samantha Stettler  
Administrative Assistant III