

ROSS VALLEY FIRE DEPARTMENT

Minutes of the Ross Valley Fire Board Meeting of February 12, 2025

*Note: These are summary action minutes only. The zoom recording can be accessed by clicking [here](#)
The passcode is Rvfd021225#*

RVFD BOARD MEETING MINUTES

6:30 pm RVFD Board Meeting

1. Call to order – 6:30 pm.

Board Present: Kircher, Robbins, Burdo, Walker, Finn, Shortall, Coler, Hellman

Board Absents:

Staff Present: Mahoney, Zuba

Town Managers Present: Donery, Johnson, Abrams

2. Chief Report – Verbal update by Fire Chief Mahoney

Recruitment Update: Conditional offer given to Firefighter Paramedic who is currently going through background checks. Fire Inspector recruitment has closed and a candidate was given a conditional offer. We hope to have Inspector start in April. The Administrative Assistant recruitment has closed and interviews will be at the end of this month.

Operations: The Fairfax Council voted unanimously to approve funds for the remodel of the Fairfax Fire Station. Chief Mahoney showed a photo of the current state of construction of Sleepy Hollow Fire Station and a drawing of a final rendition.

Incident reports: Lots of calls due to weather. Had an electrocution due to a downed powerline. Patient treated and recovered. Reminder to stay away from downed lines.

Introduction of new Board Member Chantel Walker and Interim Administrative Assistant Lauren Houde.

Agenda Update: Member of public for public comment present. Proposal to move public comment at this meeting to both the beginning of meeting and end of meeting.

M/S Burdo/Finn to move public comment to beginning (between Item 2 & 3) and also include public comment at the end of agenda. - eight ayes: Kircher, Robbins, Burdo, Walker, Finn, Shortall, Coler, Hellman

Public Comment: Matthew Salter, Ross Town Council and concerned citizen. Matthew Salter shared information that the public expressed at a recent Town meeting that closing the Ross Fire Station feels like a mistake, more time is needed to assess the current

situation and the closing should be delayed.

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.](#)

Item 3d - Director Coler asked for Item 3d - Minutes January 8, 2025 to be pulled and corrections made. Director Walker also asked the item to be pulled from consent so she can abstain from vote on as she was not in attendance on January 8.

M/S Coler/Robbins to approve consent agenda 3a, b and c - roll call vote, eight ayes: Kircher, Robbins, Burdo, Walker, Finn, Shortall, Coler, Hellman

No public comment.

Item 3d: Director Coler summarized edits to the January minutes that were given to the Chief and included revisions to name of person making a particular statement and the minutes should read “President Burdo and Directors Coler and Hellman are not in support of making changes and therefore a unanimous decision cannot be achieved.”

[Approve Minutes of the January 8, 2025, Board meeting](#)

No public comment.

M/S Coler/Finn to approve consent agenda item 3d with edits as outlined by Director Coler - roll call vote, seven ayes: Kircher, Robbins, Burdo, Shortall, Finn, Hellman, Coler. Abstain: Walker

4. [Consider Approving Resolution 25-02 adopting the proposed line-item budget revisions for Fiscal Year 2024-2025 Operating Budget. – Fire Chief Mahoney & Finance Director Jeff Zuba](#)

Chief Mahoney summarized the Staff Report. Jeff Zuba presented a PowerPoint on the budget and fielded questions from Director Hellman.

No public comment.

M/S Coler/Finn to approve Resolution 25-02 - roll call vote, eight ayes: Kircher, Robbins, Burdo, Walker, Finn, Shortall, Coler, Hellman

5. [Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.](#)

Staff does not have miscellaneous items. Director Robbins requested time to clarify a point about the Marin IJ Voice she wrote last month. The Marin IJ edited it which changed the meaning.

Director Robbins clarified that she wrote the ability to use Ross firefighters to upstaff other engines was a benefit to fire officials. Director Robbins clarified that she did not write that Fire Officials said this was the reason to close the station. She stated that the IJ wrote that statement. Director Robbins clarified that Fire Officials have never said anything about upstaffing engines in the context of the fire station closure.

Request from Director Robbins to change public comment to the beginning of the meeting. There was discussion if a vote was needed and it was determined that this can be moved on the agenda without a vote. Therefore, public comment will be included at the beginning of the agenda starting with the next meeting.

6. [Open time for public expression. The public is welcome to address the Board at this time on matters, not on the agenda. However, 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 or that the need to take action arose following the posting of the agenda.](#)

Chief Mahoney said one member of the public was going to try to show up at the end of the meeting but he was not in attendance. There is no other public comment. President Burdo said the member of the public can also email the Board or send to the Chief for distribution to the Board.

7. Adjourn

The next meeting is scheduled for Wednesday, March 12, 2025, in person at the San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via zoom.

Lauren Houde

s/Lauren Houde, Administrative Assistant

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