

ROSS VALLEY FIRE DEPARTMENT

Minutes of the Ross Valley Fire Board Meeting of December 11, 2024

Note: These are summary action minutes only. The zoom recording can be accessed by clicking [here](#). The passcode is Rvfd121124#

RVFD BOARD MEETING MINUTES

1. 6:30pm Call to order.

Board Present: Dowling, Robbins, Burdo, Shortall, Finn, Hellman, Coler

Board Absents:

Staff Present: Mahoney

Town Managers Present: Donery, Johnson, Abrams

Agenda – December 11, 2024

2. Announce Adjournment to Closed Session:

Convene in Closed Session:

a) Conference with Labor Negotiator (Government Code §54957.6)

- i) Agency Designated Representative: Dan Mahoney/Dave Donery
Employee Organization: Ross Valley Fire Chief Officers Association and
Ross Valley Fire Fighter Association
Regarding: Labor Negotiations

3. Announce Action in Closed Session, if any.

The Closed Session with the Labor Negotiator was rescheduled for the January Board Meeting by request of the Labor Negotiator and Fire Chief.

4. Chief Report – Verbal Update by Fire Chief Mahoney

Recruitment Update: Started three new Firefighter Paramedic recruits at the beginning of December. Currently a Firefighter Paramedic recruitment is open; closes December 16, 2024. Will hopefully pick up at least one additional Firefighter Paramedic through the current recruitment. Fire Inspector recruitment is opening next week. Hope to onboarding the position in March 2025. Currently we have a temporary Fire Inspector contracted out. Samantha has put in notice. She will be leaving at the end of January 2025. Anticipate Administrative Assistant recruitment out in the beginning of January 2025.

Breakfast with Santa: Hosting at Fire Station 19 this Saturday, December 14. This event is sponsored by the Town of San Anselmo and is a fundraiser event.

Firefighter Health & Wellness Assessments: Hosted by On Duty Health, a company that specializes in occupational medicine. Assessments include strength, heart function, respiratory fitness, ultrasound analysis of major organs, and an in-depth blood review. We have also moved to three separate cancer screenings - one for esophageal cancer, one has to do with the 50 deadliest cancers out there, and the last is the most common cancers. RVFD has been one of the leading agencies in the county for our proactiveness for cancer screenings and a lot of neighboring agencies have reached out to us to create a standard for their own departments. Chief Mahoney recognized Engineer Jamotte for coordinating these assessments. He's put a lot of time in because he truly cares about the health and wellness of the

members.

Incident Reports:

Larkspur Structure Fire - Battalion Chief responded to a structure fire in Larkspur. We share our services (mutual aid) with other agencies when assistance is needed. BC was assigned as Safety Officer, which is accountable for all the resources that are on the incident. Fire was extinguished & stabilized.

Vehicle vs. Pedestrian in Ross - Mid-November, Engines 18 & 19, Medic 18, and Battalion 21 responded to a vehicle versus pedestrian incident in the Town of Ross. The engine companies and paramedic unit did what they could to render life saving measures, but the accident resulted in the pedestrian fatality.

No public comment.

- 5. 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 Burdo/Robbins to approve consent agenda – roll call vote, seven ayes: Dowling, Robbins, Burdo, Shortall, Finn, Hellman, Coler

- 6. Update on Town of Ross Station 18 One-Year Delay Closure Letter – Fire Chief Mahoney**

Chief Mahoney summarized the Staff Report.

Chief Mahoney gave a verbal report for the regular December 5, 2024 meeting since the RVPA meeting took place after our Fire Board packet was sent out. A closed session was held regarding the terms and conditions of a lease for Medic 18 between the Town of Ross and the RVPA. In the open session there were discussions about a financial review of the RVPA.

Staff feels healthy deliberations are taking place at the RVPA Board level that would be beneficial to consider before taking action on the letter. Staff will remain engaged in the RVPA and will report out in January with the current situation and a recommendation.

Director Hellman asked if there was a report out from the closed session. Chief Mahoney stated there was no reportable action from the meeting on December 5, 2024.

Director Robbins shared the underpinnings of the one-year delay request is to have time to figure out how to best serve medical response in the whole Ross Valley. The recent City Gate study and letter from the Larkspur Town Manager compromised the foundation that the Ross Town Council's decision to close the station was based on. Ross was told the ambulance would be present in Ross 85% of the time and that closing the station wouldn't have any difference in response time. The recent City Gate study showed the ambulance would be available less than 50% of the time. In addition, the letter from the Larkspur Town Manager showed some uncertainty about the stability of the RVPA.

Director Burdo asked Director Robbins to direct him to the time stamp on the video of the meeting that mentioned the ambulance would be at the Ross Station 85% of the time. Director Robbins replied it was included in the powerpoint and then specifically stated at the Town workshop in October of 2020, included in the powerpoint and stated at the March 2021 meeting, and was part of the frequently asked questions available for Ross Town residents to review. Director Robbins will email Director Burdo the time to look at those meetings.

No recommendation and no Board action required for this item. This was just an update.

No public comment.

7. Update on Department Unassigned Reserve Account – Fire Chief Mahoney

Chief Mahoney summarized the Staff Report.

Director Hellman asked what the budgeted allocation for overtime is for the current fiscal year, where are we at right now in terms of overtime budget spent, and what is being forecast for the next 6 months? Chief Mahoney stated we have \$832,000 allocated for Minimum Staffing. As of right now, we're \$37,000 over that allocation. Chief Mahoney has a meeting with Finance Director Zuba in January. This is where they will forecast out what we can anticipate and then at the mid-year budget review we'll bring it back to the Board and either recommend to revisit the budget in April or make a recommendation to take out some money to help cover the unanticipated overtime costs.

No action recommended on this item.

No public comment.

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

Director Finn recapped the challenges and achievements of 2023 and 2024 and thanked everyone for their contributions. 2024 focused on leadership, restructuring the Command Staff, and recruitment.

Chief Mahoney shared that he was going to be meeting with Director Cutrano to present him with a plaque and thanking him for his support. Director Burdo requested that Chief Mahoney encourage Director Cutrano to attend the January meeting so everyone has the opportunity to thank him.

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.

Moved to the beginning of the Board meeting before the Chief Report.

Nicholas Warren Grabowski - Came to share concern about three invasive species plants - poison hemlock, tree of heaven, and pampas grass - that could pose significant fire fuel or crowd out other plants and open up the space for fire fuels to enter in.

10. Adjourn

The next meeting is scheduled for January 8, 2025, 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