



# Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

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**AGENDAS & STAFF REPORTS ONLINE:** <https://rossvalleyfire.org/about/board/board-meetings>  
Email: [sstettler@rossvalleyfire.org](mailto:sstettler@rossvalleyfire.org)

**ROSS VALLEY FIRE DEPARTMENT  
BOARD OF DIRECTORS AGENDA  
Wednesday, January 8, 2025**

**San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo,  
CA 94960, and via Zoom.**

<https://us06web.zoom.us/j/82555726168>

**Or Telephone: +1 669 900 6833 | Webinar ID: 825 5572 6168**  
For callers \*9 to raise your hand \*6 to mute/unmute

*Remote Access to Meeting Information: RVFD Board of Directors offers remote access to meetings via Zoom or through other internet or electronic access. Participation in the meeting via Zoom or other electronic access is provided as a courtesy to the public where no members of the Fire Board are attending the meeting via teleconference as defined in Government Code section 54953. When no members of the Fire Board are attending the meeting via teleconference if a technical error or outage occurs on the Zoom or electronic feed, the Fire Board may continue the meeting without waiting for Zoom or electronic access to return. Meetings are held in public at the San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960 unless otherwise noted in a specific agenda.*

### **6:30 pm RVFD Board Meeting**

1. **Call to order – 6:30 pm.**
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.
4. Chief Report – Verbal update by Fire Chief Mahoney

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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.

- a) Acknowledge check register issued during December

[Item 5a – Check Register](#)

- b) Receive call report and out of jurisdiction report for December

[Item 5b – Call & Out of Jurisdiction Reports](#)

- c) Receive current budget report

[Item 5c – Budget Report](#)

- d) Approve Minutes of the December 11, 2024, Board meeting

[Item 5d – Minutes December 11, 2024](#)

- e) Approve Fire Inspector/Senior Fire Inspector Job Description

[Item 5e – Staff Report to Approve Fire Inspector/Senior Fire Inspector Job Description](#)

[Item 5e – Attachment #1 – Fire Inspector/Senior Fire Inspector Job Description](#)

6. Appoint President and Vice President to the Ross Valley Fire Department Board of Directors for 2025 – Fire Chief Mahoney

[Item 6 – Staff Report to Appoint President and Vice President to the Board for 2025](#)

7. Approve Resolution 25-01 Adopting a Department Purchasing Policy – Fire Chief Mahoney

[Item 7 – Staff Report for Department Purchasing Policy](#)

[Item 7 – Attachment #1 – Purchasing Policy](#)

[Item 7 – Attachment #2 – Resolution 25-01](#)

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8. Receive Staff Report and Provide Staff with Direction Regarding the Town of Ross Station 18 One-Year Delay Closure Letter – Fire Chief Mahoney

[Item 8 – Staff Report for Town of Ross Station 18 One-Year Delay Closure](#)

[Item 8 – Attachment #1 – 2022 Third Amendment to JPA](#)

[Item 8 – Attachment #2 – Letter From Ross Requesting One-Year Delay In Station 18 Closure](#)

[Item 8 – Attachment #3 – 2022 Staffing-Deployment Side Letter](#)

9. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.
10. 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.
11. Adjourn

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

*Samantha Stettler*

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s/Samantha Stettler, Administrative Assistant

This agenda was posted in accordance with #54954.2 and #54954.3 of the Government Code. Any writings or documents provided to a majority of the Board regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at the public counter at the Fire Station located at 777 San Anselmo Ave., San Anselmo. AMERICAN SIGN LANGUAGE INTERPRETERS AND ASSISTIVE LISTENING DEVICES MAY BE REQUESTED BY CALLING (415) 258-4686 AT LEAST 72 HOURS IN ADVANCE. COPIES OF DOCUMENTS ARE AVAILABLE IN ACCESSIBLE FORMATS UPON REQUEST.

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