



Southern Marin Fire Protection District

308 Reed Boulevard
Mill Valley, California 94941

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Southern Marin Fire Protection District - Board of Directors Meeting

AGENDA

Wednesday, July 26, 2017

7:00 pm

308 Reed Boulevard, Mill Valley

Phone: (415) 388-8182 Fax: (415) 388-8181

Any person with a disability covered under the Americans with Disabilities Act (ADA) may receive a copy of the agenda and a copy of all the documents constituting the agenda packet prepared by the local agency or other interested person for the meeting of 07/26/2017 upon request in an appropriate alternative format. Requests for mailed copies of agendas or agenda packets are valid for the calendar year in which requests are made and must be renewed annually after January 1. Any person with a disability covered under the ADA may also request a disability-related modification or accommodation, including auxiliary aids or services in order to participate in a public meeting. Please contact Susan Kim, at (415) 388-8182 at least 5 working days prior to the meeting and provide information on the assistance required.

Call to Order:

Pledge of Allegiance:

Open Time for Public Expression: (limited to 3 minutes per person). The Board welcomes public comments on all agenda items.

Agenda Adjustments:

Approval of Minutes: June 28, 2017 – Regular Board Meeting Pages 1-6 (Action)

A. Correspondence

1. Thank you letter dated 3/20/17 from Board President Cathryn Hilliard for incident response Page 7
2. Commendation letter to BC Matt Barnes from MC Fire Chief Weber for outstanding work on Regional Fire Academy Page 8
3. Thank you letter to Captain Doug Paterson & FF Adam Vollmer from MV Fire Chief Tom Welch for assistance at Mill Valley Evacuation Drill Page 9
4. Shout-Out Newsletter Page 10
5. Ark Newspaper article *Firefighter contain 3-acre blaze in Tiburon Open Space*, dated 7/12/17 Page 11
6. Thank you letter from Michael Powanda to Captain Cary Gloeckner, ENG/PM Larry Yoell, FF/PM Robert Grady and ENG/PM Kenny O'Reilly for incident response. Page 12
7. Letter of concern to Sausalito City Manager Adam Politzer from Board President Cathryn Hilliard regarding a fire and life safety issue on Caledonia Street in Sausalito Page 13

B. Staff Reports

1. Fire Chief Report: Fire Chief Chris Tubbs Pages 14-19
2. Operations & Training: Battalion Chief Matt Barnes Pages 20-22
3. Prevention: Deputy Fire Marshal Fred Hilliard
4. Finance: Finance Manager Alyssa Schiffmann
 - Finance Report: July 2017 Page 23
 - Balance Sheet: Dated 7/19/2017 Page 24
 - Budget Report FY 2017/2018: Dated 7/19/2017 Pages 25-29
 - Budget Report FY 2016/2017: Dated 7/19/2017 Pages 30-34
 - SMFD Disbursements/Warrants: Dated 7/3/17 & 7/17/17 Pages 35-37
 - Bank of America Statement: Dated May 14, 2017 to June 13, 2017 Pages 38-41
5. Association Report: Association President Jason Golden Page 42

C. Committee Reports:

1. Southern Marin Emergency Medical Paramedic System (SMEMPS) (Discussion/Action)
2. Shared Services Committee (Discussion/Action)
3. Finance Committee (Discussion/Action)
4. Personnel Committee (Discussion/Action)
5. Communications Committee (Discussion/Action)
6. Building Committee (Discussion/Action)
7. MERA Committee (Discussion/Action)

D. New Business:

1. Other Post-Employment Benefits (OPEB) Funding Policy pages 43-47 (Discussion/Action)
Board approval is requested for District OPEB Funding policy which details how OPEB is funded & guidance for budget decisions.
2. Pension Trust with Public Agency Retirement Services (PARS) pages 48-49 (Discussion/Action)
Board approval is requested to open a trust account with PARS for the purpose of pre-funding the District pension obligations and/or OPEB obligations in a single trust.
3. Resolution 2017/2018-1 Establishing a PARS Trust SMFD Pension-OPEB Obligations pages 50-51 (Discussion/Action)
Board approval is requested for Resolution 2017/2018-1 to officially establish a PARS Trust for the purpose of pre-funding both pension obligations and/or OPEB obligations in a single trust
4. Resolution 2017/2018-2 TAX RATE per Ordinance for Fiscal Year 2017/2018 page 52 (Discussion/Action)
Board approval is requested to approve Resolution 2017/2018-2 TAX RATE per Ordinance for Fiscal Year 2017/2018
5. Grand Jury Response: Marin's Retirement Health Care Benefits, *The Money Still Isn't There* pages 53-54 (Discussion/Action)
Board approval requested for the proposed response to the Grand Jury Report, Marin's Retirement Health Care Benefits, *The Money Still Isn't There* and direct the Fire Chief to submit the District response to the Grand Jury. stapled packet
6. Grand Jury Response: The Budget Squeeze, *How Will Marin Fund Its Public Employee Pensions?* Pages 55-56 (Discussion/Action)
Approval is requested for the proposed response to the Grand Jury Report, The Budget Squeeze and direct the Fire Chief to submit the District's response to the Grand Jury. stapled packet
7. Grand Jury Response: The Big Picture *Funding Marin's Public Employee Pensions & Retirement Health Care Benefits*, Report Date: June 8, 2017 pages 57-68 (Discussion)
8. Shared Services Presentation – ENG/PM Jason Golden pages 69-76 (Discussion)
9. Staff Report by Chief Tubbs – Shared Services Update & Next Steps pages 77-90 (Discussion/Action)
10. Deployment Measure Performance Policy pages 91-94 (Discussion/Action)
Board approval requested for Performance Measures Policy and direct Fire Chief to report on the adopted policy performance.

Closed Session: (1 item)

- 1.) Conference with Labor Negotiator pursuant to Government Code Section 54957.6
Agency negotiator: SMFD Personnel Committee
Employee Organization: Southern Marin Chief Officers Association, IAFF Local 1775

Open Session: Report on any action taken in closed session

E. Personnel

1. Step increase for Liza Andre from Project Manager, Step 3 to Project Manager, Step 4 at a salary of \$7,667 per month effective 7/1/2017.
2. Step increase for Alyssa Schiffmann from Finance Manager, Step 2 to Finance Manager, Step 3 at a salary of \$8,820 per month effective 8/31/2017.

F. Poll the Board

Next Regular Meeting: 08/23/2017

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.