



# Southern Marin Fire Protection District

308 Reed Boulevard  
Mill Valley, California 94941

Phone: 415 388-8182

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## Southern Marin Fire Protection District - Board of Directors Meeting

### AGENDA

Wednesday, June 28, 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 06/28/2017 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:** May 24, 2017 – Regular Board Meeting Pages 1-4 (Action)

#### A. Correspondence

- 1. Thank you card from Marin County Sheriff’s Dispatch Page 5
- 2. Marin IJ article, dated June 15, 2017, *Marin City Condo Unit Damaged* Page 6
- 3. Letter from CPC for FF Adam Vollmer Fire Officer designation Page 7
- 4. Thank you card from Kary Witt, Golden Gate Bridge District Page 8
- 5. Shout Out for medical incidents Pages 9-10
- 6. Lifeline EMS Recognition to SMEMPS Page 11
- 7. Marin IJ newspaper article date 5/25/17 *Helping Burn Victims Firefighter Fundraiser* Page 12
- 8. Marin IJ newspaper article dated 6/8/17 *Main Larkspur, Corte Madera Working on Fire Merger* Pages 13-14
- 9. Noteworthy Sausalito Event – Commendation to FF Joe Frazier and SMFD Page 15

#### B. Staff Reports

- 1. Fire Chief Report: Fire Chief Chris Tubbs Pages 16-23
  - Project Update Page 24
  - Admin Report Page 25
- 2. Operations & Training: Battalion Chief Matt Barnes Pages 26-28
- 3. Logistics: Battalion Chief Kai Pasquale Pages 29-30
- 4. Prevention: Deputy Fire Marshal Fred Hilliard Pages 31-32
- 5. Finance: Finance Manager Alyssa Schiffmann
  - Finance Report: June 2017 Page 33
  - Balance Sheet: Dated 6/19/2017 Page 34
  - Budget Report FY 2016/2017: Dated 6/19/2017 Pages 35-39
  - SMFD Disbursements/Warrants: Dated 5/23/17, 6/6/17 & 6/20/17 Pages 40-43
  - CalCard Reports: Dated 4/24/17 & 5/22/17 Pages 44-47
  - CERT Program: Dated 6/19/2017 Page 48
  - Bank of America Statement: Dated April 14, 2017 to May 13, 2017 Pages 49-53
- 6. Association Report: Association President Jason Golden

**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. Preliminary Budget FY 2017/2018 pages 54-87 (Discussion/Action)  
Approval requested for the Preliminary Budget for Fiscal Year 2017/2018

**E. Old Business**

- 1. Ordinance 2016/2017-23: An ordinance of the Board of Directors of the Southern Marin Fire Protection District Establishing a Fee Schedule for Fire Prevention Services – Second Reading Open Public Hearing regarding Ordinance No. 2016/2017-23 adopting the District Prevention Fee Schedule Pages 88-91 (Discussion/Action)
- 2. Board Committee Meeting Calendar Page 92

**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. Poll the Board**

**Next Regular Meeting: 07/26/2017**  
**Please Bring Board Manual to the Meeting**

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