

**MARINWOOD COMMUNITY SERVICES DISTRICT**  
**Emergency Services Succession Committee**  
**Meeting Minutes**

Tuesday October 3, 2017- 5:30PM

Marinwood Community Center, 775 Miller Creek Road, San Rafael, CA 94903

Attendees: Leah Green, Eric Dreikosen, Tom Roach, Brandon Selvitella, Greg Stilson, Jeff Naylor  
 Others: Ryan Brackett, Sean Day, John Papanikolaou, Linda Barnello

Description
Meeting called to Order at 5:33PM
Review Agenda-Adopted as presented
<b>Introduce/Appoint New Committee Members</b> Greg Stilson and Dan Curran appointed as recommended by the fire commission. Dan was unable to attend.
<b>Mission and By-Laws Overview</b> Concern brought by Brandon about language in Section E preventing a committee member from voting if he or she has a proprietary interest in the outcome. This issue will be presented to the board to determine if bylaws should be amended.
<b>Rosenberg's Rules and Communication with Committee</b> Eric to set up an <a href="mailto:ess@marinwood.org">ess@marinwood.org</a> email for communication with committee and act as the distributor of emails to various investigation teams or the co-chairs as necessary. Reports/Status for future meetings to Eric by Wednesday before the meeting or no later than Thursday at noon to make it into the meeting packet.
<b>Committee Focus</b>
<b>Who are Stakeholders in this Succession Plan?</b> <ul style="list-style-type: none"> <li>• Marinwood taxpayers, citizens and businesses</li> <li>• Communities/entities who pay us fees for emergency services</li> <li>• Neighboring communities covered under Mutual Aid/JPA's</li> <li>• Employees</li> <li>• Retirees</li> <li>• Emergency Service Volunteers</li> <li>• LAFCO</li> </ul> Additional stakeholders such as County Supervisors may be consulted and would likely be stakeholders when the Board votes on a direction. Eric reported that Marin LAFCO's Executive officer Keene Simonds has recently resigned his position.
<b>Define Financial trends and drivers</b> Supply 5 years past and 5 forecast years showing trends, what is driving the trends and defining a baseline of the impact of maintaining the status quo.
<b>Consider all Potential Outcomes/ Identify Investigation Topics/Assignments</b> Discussion of potential outcomes identified the following efforts and team assignments Financial Trends and Drivers – Eric, Jeff and Greg Evaluate Operational Considerations- Tom, Jeff and Greg Define Template of services/costs to use in discussions with potential service providers- Tom, Eric and Brandon Discussions with other departments can include San Rafael, Novato and County Fire and could include mergers, outsourcing and leveraging shared services. – Leah and Tom Administrative and Legal Planning for alternative solutions- Leah, Tom and Eric

**Public Comment on Non-Agenda Items\***

Recommendation to keep an open mind about mergers

Comment that the Marinwood Fire Station is listed as a "must have" station.

There was a question about the open public committee members.

The committee discussed getting the word out for public volunteers but work will proceed with the seven current members.

A question arose as to why there is not a second firefighter on the committee. The committee composition was approved by the board and any change must be approved by that body.

**Requests for Future Agenda Items**

The request was to be ready for status or steps/timelines on the various assignments for the next meeting.

**Meeting adjourned at 7:04PM**