

TO: MARINWOOD FIRE COMMISSION
FROM: THOMAS ROACH, FIRE CHIEF

May 2, 2017 Fire Commission Meeting Minutes
DRAFT

Commissioners:

Present: Dan Curran, Russ Albano, Ron Marinoff, Tom Elsbree, Greg Stilson

Others in attendance:

Fire Chief Tom Roach, Board Member Izabela Perry, Linda Barnello

1. Approval of Agenda-Call to order 7:00 pm.
 - **M/S Curran/Elsbree to approve agenda as presented. All in favor.**
2. Public Comments on Non Agenda Items
 - Linda Barnello commented on the NextDoor post and IJ article about SRFF Este Cespedes picture and story on him training on new fire boat and saving two lost dogs while they were training.
3. Draft Minutes for the April Commission Meeting
 - **M/S Curran/Marinoff to approve the April Minutes. Commissioner Marinoff commented that in the April Meeting when budget was being discussed he felt CSA 13 should not have to contribute towards Attorney Fees. Attorney fees line item is up to \$45,000 for Labor negotiations and FLSA lawsuit. All in favor as ammended.**
4. Activity Summary and Response Report for April 2017.
 - The Activity Summary for April 2017 was reviewed. Chief commented that Marinwood was responsible for delivering the CMTC Block Training for Marinwood, San Rafael, Corte Madera, Larkspur, and Kentfield, again. New Captains Brackett and Selvitella lead the training but everyone helped out. This training was in preparation for wildland season.
 - The Response Report for April 2017 was reviewed. Dan Curran referenced an emergency response to his house for his wife and commented on how courteous and professional the crew was. Commissioner Russ Albano had a question about all of the "Difficulty Breathing" emergencies and was wondering if any of the calls were for the same person. Chief did not have that info but said he would follow up and report back.
5. Fire Department Budget 2017/18
 - The draft budget for 17/18 and actuals for 16/17 were reviewed as well as both for the District as a whole. There were no questions. Chief did comment that he was hoping to have the awards and recognitions line item restored to the full amount of \$3,000 from it's current \$1,500. Greg Stilson commented that the dinner was always very well received by the volunteer firefighters.
6. Chief Report and Engineer's
 - Chief gave an update on the Disaster Preparedness Trailer. It has been completely outfitted and map books prepared. Chief is planning on taking to some CERT Block Parties and on display at Pancake Breakfast.
 - Chief gave an update on the upcoming Engineer's Promotional Process and the Job Announcement was reviewed. There are two in house candidates qualified and certified to take the exam for one position. Written, practical, and interviews will all be completed by June 15 with a promotion soon to follow.
 - Chief gave an update on preparations for Wildland Season. All hose will be tested in May, wildland packs placed in service, and wildland training emphasized.

- Chief gave an update on two vegetation management projects he is working on. One here in Marinwood with CCNB doing the work and one in CSA 13 that Kelby Jones (CSA 13 Disaster Prep Coordinator) is organizing.
7. Kitchen Remodel
 - Chief had received three bids from Architects for drawings for the new kitchen. Drawings/plans are needed to go with the RFP and eventually to be submitted to County for permits. One bid was more than half the cost of the other two and the Chief entered into a contract with that architect.
 8. Succession Planning for the Implementation of Paramedics
 - Chief gave an update on the paramedics in the department. Dan Rotwein and Sean Day, both paramedics are on different shifts, certified and qualified as Paramedics in Marin County, but are currently serving as EMT's. Chief has a current eligibility list, and with Captain White's pending retirement another will be hired soon. Chief is hoping to coordinate the new hire with San Rafael's next academy.

Respectfully submitted,

Chief Tom Roach