

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

October 4, 2016 Fire Commission Meeting Minutes

Commissioners:

Present: Ron Marinoff, Irv Schwartz, Tom Elsbree, Dan Curran, Greg Stilson

Others in attendance:

Fire Chief Tom Roach, Board Member Izabela Perry, District Manager Eric Dreikosen, Acting Captain Ryan Brackett, Linda Barnello

1. Approval of Agenda-Call to order 7:05 pm.
 - **M/S Marinoff/Curran to approve adjusted agenda. All in favor.**
2. Public Comment on Non agenda items.
 - Linda Barnello made a brief statement commending the firefighters for their commitment to the community and all their hard work during the summer months especially as the department struggled with some staffing issues. Chief echoed her words. Linda then gave a very generous donation of \$2500 dollars to the Marinwood Firefighter's Association to be used for the purchase of new air monitoring gas detector. The gas detector had just been purchased and Acting Captain gave a brief presentation on on how it works and it's importance. The Commission thanked her for her generosity and thought the Chief some write something for NextDoor and notify the IJ for a possible story. Both were done.
3. Approval of September 2016 Minutes
 - **M/S Curran/Elsbree to approve the September Commission Minutes. All in favor.**
4. September Activity Schedule and Response Report.
 - The September Activity Schedule was reviewed. Chief commented that September was a busy month in terms of emergency calls, preparing for wildland season, training probationary employees, and getting two department members Acting Engineer Certified. Commissioner Schwartz asked about the meeting Eric and I had with Rocking H Ranch developers. Eric gave a brief description including the developers are hoping to annex to Marinwood and asked the Chief to provide some fire department requirements on the development. Irv provided some information from Ray Morwitz and Scott Alber that had been submitted on a previous project.
 - The September Response Report was reviewed. Commissioner Marinoff asked if the three calls in CSA 13 at the beginning of the month were all at the same address. Chief said they were not. Commisisoner Curran had a question about a "structure fire" response that had the engine responding and then available all within 1 minute. Chief commented that it was probably a structure fire response that they were cancelled on right as they left.
5. Bill of Sale and Release of Liability
 - The Commission reviewed the Release of Liability and the Bill of Sale to be used for the sale of the Reserve Type 1. Chief commented that both had been reviewed by counsel. Since some surplus equipment is going with the sale of the engine it was recommended that the list of equipment be attached and included in the Release of Liability and that Section IV of the Bill of Sale discussing the condition of the engine be removed. Both changes have been made in each document. **M/S Elsbree/Curran to recommend the sale of the engine for the stated price and that the Board approve both the Release of Liability Form and the Bill of Sale with the noted changes and that the \$18,000 be**

earmarked for the purchase of a new Utility Truck for the fire department in future years. All in favor.

6. Chief Report and Grant Update
 - Chief gave a report on the Assistance to Firefighter Grant. All SCBA's and related equipment has been ordered and funds requested from Department of Homeland Security to pay for the equipment. The equipment and the requested funds should both arrive within four to five weeks.
 - Chief gave an update on the Disaster Preparedness Trailer. Work has begun on the outfitting the inside of the trailer with necessary disaster supplies. Four volunteer firefighters are assisting the Chief with the project.

7. 2016 California Fire Code Adoption
 - Chief gave a brief update on why the District has to go through this process. It's something done every three years. He stated that the District adopts exactly the same code as the County. The Marin County Fire Prevention Officer's have been very helpful with this process. Commissioner Schwartz noted a few errors in the Summary of Resolution Document that have been changed. Additionally, Commissioner Stilson noted a few typos in the Resolution. **M/S Curran/Marinoff Recommending the adoption of Resolution 2016-08. All in favor.**

8. Succession Planning for the Implementation of Paramedics
 - Chief Roach gave a brief update on Jeff Smith completing Probation and passing his Acting Engineer Certification. Probationary Firefighter Sean Day should complete Probation and pass his Acting Engineer certification by early November. Chief also spoke about the current paramedic recruitment going on. Applications are being taken until this Friday, October 7 with interviews later this month or into November. The next new hire academy starts December 19.
 - Next Meeting scheduled for December. I will be on vacation the first week of November.

Chief Tom Roach