

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

May 5, 2015 Fire Commission Meeting Minutes

Fire Commissioners:

Present: Jeff Naylor, Russ Albano, Tom Elsbree, Jim Rey

Others in attendance:

Fire Chief Tom Roach, District Manager Eric Dreikosen, Board Members Bill Shea and Tarey Read, Linda Barnello, Firefighter Ross Anderson, Engineer Cesar Correa, Captain Joel White

1. Approval of Agenda-Call to order 728 pm. Approval of Agenda.
 - **M/S Elsbree/Albano to approve agenda. All in favor.**
2. Approval of April Minutes
 - **M/S Approval of April Minutes. Albano/Elsbree to approve minutes. All in favor.**
3. April Activity Schedule and Response Report.
 - The April 2015 Activity Schedule was reviewed. There were no questions.
 - The April 2015 Response Report was reviewed. Board Member Tarey Read had a question as to what a “good intent” call was. Chief and Captain White explained that is when someone calls 911 thinking there is an emergency when really there isn’t. An example being someone parked on the side of the road appearing to be unconscious when really they are just asleep. Commissioner Naylor had a question on the structure fire on Mt. Shasta. Chief explained it was a garage fire started by oily rags left by a contractor. The fire was mostly confined to the garage with some smoke damage in the house. No one was injured and Chief Roach added that it was Jeff Smith’s first shift as a full time firefighter. Engineer Correa added that through shared services Marinwood was using E-53 on loan from San Rafael because E-58 was in the shop.
4. Chief Report
 - The Chief included a draft copy of new Fire Commission Bylaws. Chief explained he used the new Park and Rec Bylaws as a template. Commissioner Naylor had sent Chief a number of comments about the draft Bylaws. Some changes were made and noted, some were left highlighted for further discussion. DM Eric Dreikosen added that the P and R Bylaw template had already been vetted by County Counsel although when complete the Fire Commission Bylaws will probably need to be seen also by counsel. There was discussion of the use of ad-hoc committees as opposed to the full commission for certain duties. Commissioner Naylor suggested the Bylaws be tabled for the next Commission meeting when a full commission was available and asked that any questions or suggestions be sent to Chief Roach for changes. Chief Roach said he would forward Jeff’s questions on the Bylaws along with his answers to the entire Commission.
 - Chief explained that he had received a copy of the Grady Ranch Senior and Workforce Housing proposal. He had met with County Fire Marshal Scott Alber to review and was meeting with Tom Forster and Mark Horick from Skywalker Properties to further review the plans. Chief stated he will be submitting general comments to the County regarding the proposal.
 - The Water Conservation Directive from the Chief to the Staff was reviewed. Chief mentioned that this came from the Marin County Fire Chief’s Association and was issued so the department could do it’s part on water conservation and would be able to show the public that the department was indeed conserving water.
 - Additional discussion-Chief mentioned he was working on a Vegetation Management flier to be distributed to homes that interface with the open space. He said he would also be contacting the management company of Hoytt Plaza and is

continuing to try and make contact with the homeowner of 642 Appleberry in an attempt to clean up that property. Chief also stated he was working on the cross over hours Marinwood personnel had worked in San Rafael and to come up with what the actual overtime costs are to the District. At that point the District could choose to invoice San Rafael for reimbursement.

Respectfully submitted,
Chief Tom Roach