

# SONOMA VALLEY FIRE DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, October 14, 2025

**Meeting was held in person at Station 1, 630 2<sup>nd</sup> Street W, Sonoma, Ca. 95476  
and via video conference for general public access.**

**Join by phone: 1-669-900-9128 | Meeting ID: 914 153 1767 | Meeting Passcode: 3300**

### 1. Call to Order

President Norton called meeting to order at 6:04 PM

### 2. Roll Call and Determination of a Quorum

Board of Directors present: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Director Brian Brady, Director John Cooper Director Mark Emery, and Director Robert Uboldi

### 3. Pledge of Allegiance

The Pledge of Allegiance was led by Director Cooper and recited by all.

### 4. Confirmation of Agenda

None

### 5. Comments from the Public

Public and staff present/virtual: Chief Akre, DC Norrbom, DC Smith, BC Cyr, BC Campbell, Capt. Lewis, Lee Novich w/MVFF, SIT Reporter, Isabel Beer, Consultant Tony Ghisla, and Jeff Katz w/Coar.

No comments heard from the public.

### 6. Presentations

None

### 7. Consent Calendar

- a) Board reviewed and approved the meeting minutes from the regular board meeting held on, September 9, 2025 and the special board meeting held on September 30, 2025. **M/S/P Johnson/Atkinson - 6 ayes/1 abstain (Brady)**

### 8. Fire Chief's Monthly Report

September 2025 Chief's Report attached.

### 9. Old Business

None

### 10. New Business

- a) The Chief presented revised documents to the Board regarding the RFQ approval for the CMAR, station 6 construction. Chief advised that there had never been a formal RFQ for design services, just concept drawings. Prior to a CMAR, the District must first request an RFQ for architectural drawings. The Board discussed the RFQ process and agreed to the design committee reviewing the submitted design plans from interested Architects and

advising the Board of their recommendations at the December meeting, at the conclusion of the 45 day RFQ. Once an Architect is selected, then the Board can submit an RFQ CMAR with the Architect for full project bids by interested Contractors. Chief mentioned to the Board, that members serving on the design committee would need to refrain from voting on the final approval of the CMAR. Director Johnson motioned to move forward with the RFQ for full architectural drawings only. **M/S/P Johnson/Norton - 7 ayes**

- b) Director Emery motion to accept Resolution 2025/2026-07, acknowledging SVFD's annual SB1205 inspections report. **M/S/P Emery/Cooper - 7 ayes**
- Chief Akre acknowledged DC Smith's efforts in coordinating the process for these annual inspections through the Prevention Division and DC Smith thanked BC Campbell and Intern Shaw for executing the inspections.

**11. Other Business to come before the Board**

- a) Consultant Tony Ghisla presented an update to the Board regarding the District's financial standings in regards to construction project funding. Director Norton and Cooper both thank Tony for his efforts in securing funding options for the District.

**12. Comments from the Floor**

Chief reminded the Board about the SCFDA dinner on the 23<sup>rd</sup> at Sonoma County Fire EMS Division.

**13. Comments/Reports from the Board**

Director Norton thanked DC Norrbom for all his hard work and numerous hours invested in coordinating our ongoing facility expansion.

Director Norton then thanked Lee with Mayacamas and Jeff with Coar for attending the meeting.

**14. Closed Session**

None

**15. Adjournment**

**M/S Johnson/Norton – 7 ayes**

Meeting was adjourned at 7:48pm, with a moment of silence in memory of Sam Sebastiani, to a regular Board meeting on November 12, 2025, at 6:00 p.m. This meeting will be conducted in person with videoconference capabilities available to the public. *Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available at the following website: <http://sonomavalleyfire.org> under the Governance tab.*

Respectfully submitted,

Maci Bettencourt  
Clerk of the Board



# Sonoma Valley Fire District

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Sonoma, Valley of the Moon, Glen Ellen, Kenwood, and  
Mayacamas



DATE: 10/14/2025  
TO: Sonoma Valley and Kenwood Board of Directors  
FROM: Chief Akre  
SUBJECT: Monthly Activity Report – September 2025

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## A. ADMINISTRATIVE:

1. SDC: There are no longer any SDC Fire Employees and there is no fire presence at SDC. Deputy Chief Smith and I met with the developer on building standards and best practices as well as what facility needs we have for a future fire station. I continue to be engaged with our Supervisor on the need for Fire/EMS presence and how we could fund this.
2. KWD: Staff is finalizing work on the transition to SVFD's finance and records systems. DAO Ghisla is working on the annual audit.
3. We presented, along with SCSO, DEM, and CalFire to the SVCAC on Evacuations in the Sonoma Valley. We had very good coordination meetings with this group prior to the SVCAC Meeting. Link to recording: <https://youtu.be/gN4RPI5naTQ>
4. We are undergoing the largest ISO review in department history (including KWD in this one). We have been notified that we have regressed in our ratings and are awaiting the next step which is a meeting to review the results with ISO.
5. REDCOM Update: Next Meeting is 10/9. We are still working on bringing Cloverdale Fire into REDCOM as well as important communications infrastructure improvements. Work has been completed on an area that affects the KWD/Oakmont area.
6. The Deputy Chiefs and I met with City PW Staff on a proposed bike Blvd on Third St West.
7. SCFCA/Measure H update: The FSWG met on 8/13. We continue to move forward with all implementation plans, with a focus on REDCOM, Training, Technology, and Recruitment and Retention Programs. The Oversight Committee's first meeting was held on 9/18. September's meeting was held on 9/10 at Graton, and October's was held at the new Healdsburg Fire Station 2. I attended the SCFCA's EMS Subcommittee meeting. We received our Measure H distribution the second week of September.
8. I continue to meet monthly with the CAO's Office as well as Supervisor Hermosillo.
9. Chief Schach and I met with the new Director of DHS.
10. We held our weekly Executive Chiefs meetings and our monthly Command Staff meeting.



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11. I attended the monthly Cal Chiefs E-Board, Northern Area Directors, and Legislative Task Force meetings. I am also now attending the weekly Presidents meeting.
  12. We hosted the Baggers International Networking Group (Chief Brunacini) on 9/15 to 9/16.
- B. INCIDENTS:
1. Monthly Incident reports for September are attached.
- C. BUDGET/FINANCE:
1. We received our third disbursement of Measure H revenues the week of 9/8.
  2. An update on Financing options for the KWD Fire Station is on the agenda as an information item.
- D. PERSONNEL:
1. Nothing new to report.
- E. TRAINING:
1. The agency developed an EMS training committee and they met last month. Idea being each shift has a person who received direction from Karri to share with their shift, and a person to bring new ideas or needs back to Karri. More efficient shift training coming in smaller groups at training locations closer to home stations.
  2. New rope rescue stokes bridles are in service and training was completed with LARO scenarios at Verano Bridge using the stokes completed.
  3. Large Animal Rescue refresher being given to the shifts this week by BC Johnson. Our animal rescue service has been called on twice this month in a mutual aid capacity and the utilization rate for the year appears to be up overall.
  4. Volunteers: We conducted a driver operator 1b refresher drill and went over the new hose/nozzles/loads/ gpm-psi changes. Also had an EMS drill where we had a couple different skills stations and scenarios for volunteer companies and CEU's were provided.
  5. CICC's qualifications were met for Captain Derner as qualified Strike Team Leader.
  6. 8 Volunteer FFs in the pre-employment process for upcoming zone 3 VFF academy with 3 VFF members from Schell-Vista, target start date 11/4/25
- F. EQUIPMENT:
1. We took delivery of a new M301 ambulance on 9/9.
  2. Our new type 3's chassis arrived at Hi-Tech. They have the body built and are now assembling.



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## G. BUILDINGS & LAND:

1. The New Station 2 project: we are working on our application to LAFCO through PRMD to be annexed into the Sanitation District, as well as the Use Permit. We are also working on developing an RFQ for a progressive design build model. We had a very positive coordination meeting with LAFCO and County Agencies.
2. Chief Norrbom continues to meet and work with the COAR Group for the remodel of the Kenwood Station. The original design costs were \$11 million. We have asked for the architect to find ways that we could bring this down to \$7-8 million. DAO Ghisla is working on financing options. We have a separate item for consideration of a RFQ for CMAR.
3. The new station/memorial sign is complete, and the 9/11 Steel monument Design was unanimously approved by the City Council.

## H. PREVENTION & COMMUNITY OUTREACH:

1. See attached monthly activity report.
2. All Initial DSI Inspections have been completed, now working on follow ups.
3. SVFD ISO Ratings:
  - a. City: Class 1
  - b. Unincorporated valley, including GE, VOM & Eldridge: Class 2 (Class 10 if over 5 miles from a fire station)
  - c. Mayacamas Service Area: Class 8B (Class 10 if over 5 miles from a fire station)

## I. ASSOCIATION NEWS AND UPCOMING EVENTS:

1. The next SCFDA Dinner/Meeting will be on 10/23, at Sonoma County Fire – EMS Division.
2. Christmas Party is December 6<sup>th</sup> at Hopmonk.