

# SONOMA VALLEY FIRE DISTRICT

## BOARD OF DIRECTORS MEETING MINUTES

Tuesday, June 8, 2021 at 6:00 P.M.

### 1. Call to Order

President Norton called the meeting to order at 6:03 p.m. via a zoom conference call.

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

Board of Directors: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Brian Brady, Raymond Brunton, Mark Emery, Terrence Leen.

### 3. Pledge of Allegiance

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

### 4. Confirmation of Agenda

None

### 5. Comments from the Public

None

### 6. Presentations

Paul Pham from Chavan and Associates presented Valley of the Moon Fire Protection District's FY19/20 audit report. He highlighted a few key points that pertained to the fund balance and the reorganization. Overall, the audit results yielded an unmodified opinion in which they concluded that everything was fairly represented and the District continued to exercise clear internal controls.

Chief Akre did make a side note in regards to the fund balance stating that the District did work with the City to obtain fund balance reserves which crossed fiscal years which will be reflected in FY20/21 audit when that takes place, which should make up the loss that was seen in FY19/20 audit.

### 7. Consent Calendar

Board reviewed and approved the meeting minutes from the special board meeting held on May 18, 2021. **M/S/P Brady/Leen with 7 ayes**

### 8. Fire Chief's Monthly Report

Chief Akre gave a brief report on a few items of importance since the last meeting on May 18, 2021:

- We continue to be engaged with vaccinations located at La Luz Center which continues to be a success.
- Met with Springs Municipal Advisory Council to discuss efforts that SVFD continues to take to keep our local communities safe. It was very well received and the community was extremely receptive to encourage and learn proper steps to continue to be prepared and safe.
- Extended a limited term Firefighter position to Ryan Martinez who started 6/7/2021.
- Will look to fill second limited term position with the anticipation of an employee's retirement to take place later this year.

- Type 6 engine which was largely funded by public donations and an association contribution is in the final stages of completion. Final inspection expected to take place in the next two weeks. Once received it will be destined for the Diamond A community.
- Successfully purchased a new Chevy pick-up for the Administrative BC which was approved on May 18<sup>th</sup> meeting and is in the final stages of being completed and ready for use this week.
- Type 1 for Station 3 & 5 is still in process and the expected delivery is for August 2021, we anticipate an update from the manufacturer soon to confirm delivery date and status.
- Still no update from the Derickson's in regards to current lease in place. Matt Atkinson has reached out to provide contact information, but has not heard anything either.
- Chief has been in contact with legal in regards to the building that is homed on the Derickson's property and it was determined we would not be implicated for gifting of public funds.
- Station 5 paperwork for owner/builder permit(s) is complete and will be filed soon so that we can obtain the permit(s), however we do not intend to act as builder as we continue to seek out contractors to bid on the full scope of the project.
- In September applications for a grant for seismic upgrades (Station 5) can be filed which we intend to file for and see no cause to delay the project's progression.
- Gary Johnson has been temporarily assigned to Fire Prevention to aid in inspections for the re-opening of business that closed due to COVID.
- In two months, Gary has completed 331 inspections, 560 violations have been found, of those violations the main offenses have been:
  - FDC's obstructed
  - Sprinkler systems with no active water source
  - Emergency exits blocked

538 of those violations still need follow up. We are taking an educational approach to work with businesses to remedy violations as we understand the challenges surrounding new COVID standards.
- Matrix Consulting Group continues to examine the Fire Prevention division. The goal of this study is to help aid in being able to fund additional help in order to manage the safety of our community and the expansive workload that we continue to see as Gary showcases since his placement in Fire Prevention.

## 9. Old Business

None

## 10. New Business

- a) The Board unanimously agreed to accept 2019/2020 VOM District financial audit. **M/S/P Brady/Johnson with 7 ayes**
- b) Adoption of Resolution 2020/2021-18 accepting Sonoma Valley Fire District and the Sonoma Valley Fire & Rescue Authority Preliminary Budgets. **M/S/P Norton/ Atkinson with 7 ayes**
- c) Norton made a motion to adopt the MOU's with the minor revision of adding language under Article 10 Holidays (Management MOU) and Article 9 Holidays (General Employee MOU) to clarify when a holiday lands on a weekend it is up to the employee to observe either that preceding Friday or following Monday. Adoption of Resolution 2020/2021-19 amending the salary and benefit schedule of employees covered by the Administrative Agreement for Management and Administrative Employees and the employees covered by the General Employee Agreement. **M/S/P Norton/ Atkinson with 7 ayes**
- d) A new Countywide Sales Tax is being proposed and the Board President and Chief will be invited to meet with the Fire Service Working Group to present the District's service needs in the near future. Overall, we are looking at system capacity. At this point in time the Command staff all agree that the accessed need is the addition of 12 firefighter for the 3-0 staffing model, 6 firefighters to staff a 3<sup>rd</sup> ambulance. Additional considerations are long term funding

of the 3 SAFER positions that remain unfunded after the grant ends along with increased staffing for SDC. SDC is currently funded through July 1, 2022, but if we can secure additional funding to staff SDC that would aid in our capacity concern. It also was discussed that Zone 3 would be the recipient of 1 vegetation management position. Leen stated he would be supportive of this if the funds were controlled by the District and not by the County and doesn't want duplication of services.

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

None

**12. Comments from the Floor**

- Chief Akre informed President Norton that the Fire District Association meeting is set to take place June 24<sup>th</sup> via zoom.

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

- Director Brady expressed that before July 1<sup>st</sup> 2021 the negotiation subcommittee (Emery & Brady) hope to come to an agreement with Local 3593 and bring to the Board for approval to alleviate any retroactive pay and workloads that may occur if it is not passed before July 1, 2021. Chief Akre suggested a special meeting take place in order for this to happen. Date of a special meeting is to be determined if applicable.

**14. Closed Session**

None

**15. Adjournment**

**M/S Norton/Leen with 7 ayes**

This meeting was adjourned at 7:03 p.m. to a regular Board meeting on July 13<sup>th</sup>, 2021 at 6:00 p.m. Meeting access will be determined based on COVID-19 restrictions in place at that time.

*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 at <http://svfra.org>*

Respectfully submitted,

Jennifer Jason