



Southern Marin Fire Protection District Board of Directors Meeting Agenda

28 Liberty Ship Way Suite 2800 Sausalito, California 94965

Wednesday, November 16, 2022

6:00 pm

Right to be Heard: Members of the public have a right to address the Board directly on any item of interest to the public which is within the subject matter jurisdiction of the Board. The request to be heard should be made immediately before the Board's consideration of the item. No action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of 54954.2 of the Government Code and except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under section 54954.3 of the Government Code.

Accommodations: Any person with a disability covered under the Americans with Disabilities Act (ADA) may receive a copy of the agenda and a copy of all the documents constituting the agenda packet prepared by the local agency or other interested person for the meeting, upon request in an appropriate alternative format. Requests for mailed copies of agendas or agenda packets are valid for the calendar year in which requests are made and must be renewed annually after January 1. Any person with a disability covered under the ADA may also request a disability-related modification or accommodation, including auxiliary aids or services in order to participate in a public meeting. Please contact Southern Marin Fire Protection District at 415.388.8182 at least 5 working days prior to the meeting and provide information on the assistance required.

PUBLIC ADVISORY: THE BOARD OF DIRECTORS BOARD ROOM WILL NOT BE OPEN TO THE PUBLIC:

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the Board of Directors Meeting for November 16, 2020 will be conducted telephonically through Zoom. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID19 virus, the Board of Directors Board Room will not be open for the meeting. Board Directors and the public will be participating telephonically and will not be physically present in the Board Room.

If you would like to speak on an item on the agenda, you can access the meeting remotely:

Join from a PC, Mac, iPad, or Android device. Although your image will not be shown on the video conference, you will be able to listen and view the meeting on Zoom.

Please use this URL <https://zoom.us/j/3435788058>

Or Join by Phone :

***67 +1 669 900 6833**

Enter meeting ID: 343 578 8058

Note: All Items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

Note: Your phone number will appear on the screen unless you first dial *67 before dialing the numbers shown above.

If you want to comment during the Public Expression portion of the Agenda, you can use the “Raise Hand” function in Zoom or you can press *9 if you are calling in. The Clerk of the Board will select you from the meeting cue. Please be patient while waiting in the cue.

If you do not want to speak during the Public Expression portion of the Agenda, you are also encouraged to submit email correspondence to adminaide@smfd.org.

Email comments will be accepted up until 5:00 PM the day of the meeting and forwarded to the Board of Directors and placed in the District’s permanent records. If you submit an email comment, please note in the subject line, “Public Expression.”

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Agenda Adjustments and Approval**
5. **Open Time for Public Expression:** (limited to 3 minutes per person)
The Board welcomes public comments on all agenda items.
6. **Presentations and Recognitions**
 - 6.a **Administering the Oath of Office to the newly promoted Captain Jon Butler**
 - 6.b **Administering the Oath of Office to the newly promoted Captain Ian Hanson**
 - 6.c **Administering the Oath of Office to the newly appointed Administrative Aide Mariya Weinberg**
 - 6.d **Presentation - Southern Marin Fuel Break CalFire Grant**
Suggested Action: Receive presentation.
[SMFD-CALFIRE Grant 5GG19129 Staff Report.pdf](#)
[SMFD CALFIRE Grant Final Presentation.pdf](#)
7. **Consent Calendar**
REMOVAL OF ITEMS FROM THE CONSENT CALENDAR. Matters listed under the Consent Calendar are considered routine and non-controversial, require no discussion, are expected to have unanimous Board support, and may be enacted by the Board in one motion in the form listed below. There'll be no separate discussion of Consent Calendar items. However, before the Board votes on a motion to adopt the Consent Calendar items, Board Directors may request that specific items be removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be discussed immediately following approval of the remaining Consent Calendar items.
 - 7.a **Correspondence and Information**
[Marin IJ- MV Storage Fire.pdf](#)

Note: All Items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

[Signed Thank You letters Tubs-Mutual Aid Oct 29 Storage Fire.pdf](#)
[Letter FEMA Vollmer NFA MO 10-22.pdf](#)
[Letter from SPD Thx Fox and Siegmund.pdf](#)
[FDAC Thank you card-Peterson 10-22.pdf](#)
[MHD Flyer Climate Change 11-09-2022.pdf](#)
[Wildfire Technology Management Agenda.pdf](#)
[Oxnard Fire Dept improving mental health - Western City Magazine.pdf](#)

7.b Continuation of Virtual Meetings

Suggested Action: The Fire Chief Recommends that the Board of Directors invoke AB361 which results in the continuation of virtual meetings for the next thirty days until the proclaimed state of emergency expires, the public health orders change, or we seek a thirty day continuation of the Resolution.

[Staff Report AB361 November Mtg.pdf](#)

7.c Emergency Preparedness Strategic Plan Template

Suggested action: Receive Staff report and Template Strategic Plan.

[Staff - Report Strategic Plan Template.pdf](#)

[Template_Strategic_Plan_Nov_2022.pdf](#)

7.d Southern Marin Fire Protection District Quarterly Report - July - Sept 2022

Suggested Action: Receive report.

[District Q3 Report .pdf](#)

8. Meeting Minutes of Previous Meeting

8.a Approval of the October 26, 2022 Board of Directors Meeting Minutes

Suggested Action: Approve Minutes.

[BOD Meeting Minutes Oct 26 2022.pdf](#)

9. Staff Reports

9.a Fire Chiefs Report

Suggested Action: Receive report.

[Nov 2022 Fire Chiefs Board Report.pdf](#)

[Attachment P.pdf](#)

[Attachment P1.pdf](#)

[Attachment P2.pdf](#)

9.b Finance Staff Report

Suggested Action: Receive report.

[Finance Staff Report Nov 2022.pdf](#)

9.c Association Report

Suggested Action: Receive Oral Report.

10. Board Committee Reports

1. Southern Marin Emergency Medical Paramedic System (Advisory) - Director Fleming
2. Shared Services Committee (Ad Hoc) - Director Hilliard
3. Finance Committee - Director Perazzo

Note: All Items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

4. Personnel Committee - Director Willis
5. Emergency & Disaster Preparedness Committee - Director DeBerry
6. Building Committee (Ad Hoc) - Director Chun
7. FASIS (Advisory) - Director Perazzo
8. Marin Wildfire Prevention Authority (Advisory) - Director Hilliard
9. MERA Committee (Advisory) - Director Hilliard

11. Poll of the Board

12. Closed Session

Performance Evaluation Fire Chief GC 54957(b)

13. Adjournment

Posting Statement

A copy of this agenda was posted at the Southern Marin Fire Protection District's Administrative Office, 28 Liberty Ship Way, Suite 2800, Sausalito, Ca 94965. Pursuant to CA Government Code §54957.5, disclosable public records and writings related to an agenda item distributed to all or a majority of the Board of Directors including such records and writing distributed less than 72 hours prior to this meeting are available for public inspection at the Southern Marin Fire Protection District's Office, 28 Liberty Ship Way, Suite 2800, Sausalito, Ca 94965.

NOTICE In compliance with the Americans with Disabilities Act, any individuals requesting special accommodation to attend and/or participate in District Board meetings may contact the District Administrative Office at (415) 388-8182. Notification 48 hours prior to the meeting will enable the District to make reasonable accommodations.



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Administering the Oath of Office to the newly promoted Captain Jon Butler

LEAD DIVISION: N/A

RECOMMENDED MOTION: N/A

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

N/A PREPARED BY: Chris Tubbs

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Administering the Oath of Office to the newly promoted Captain Ian Hanson

LEAD DIVISION: N/A

RECOMMENDED MOTION: N/A

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

N/A PREPARED BY: Chris Tubbs

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Administering the Oath of Office to the newly appointed Administrative Aide Mariya Weinberg

LEAD DIVISION: N/A

RECOMMENDED MOTION: N/A

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

N/A PREPARED BY: Chris Tubbs

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Presentation - Southern Marin Fuel Break CalFire Grant

LEAD DIVISION: N/A

RECOMMENDED MOTION: Suggested Action: Receive presentation.

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

[SMFD-CALFIRE Grant 5GG19129 Staff Report.pdf](#)

[SMFD CALFIRE Grant Final Presentation.pdf](#)

PREPARED BY: Fred Hilliard

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



Southern Marin Fire Protection District

Board of Directors

Thomas Perazzo, President, Cristine DeBerry, Vice-President, Ashley Raveche, Secretary
Kurt Chun, Pete Fleming, Cathryn Hilliard, Stephen Willis

STAFF REPORT – SOUTHERN MARIN FUEL BREAK CALFIRE GRANT

Date

November 16, 2022

Topic

Conclusion of the Southern Marin Fuel Break CalFire Grant and Presentation.

Summary

On December 4, 2019, SMFD sent a grant package to Cal Fire as a submission to Cal Fire's "Fire Prevention, Fuel Reduction" grant program. On March 11, 2020, SMFD was notified that the grant submission was selected for funding and the grant began work in August 2020. The timeline for the grant was 24 months and estimated work until February 2024. The total grant funding was in the amount of \$720,378 (\$673,250 + \$47,128 indirect cost at 7%) and \$122,720 in-kind/match. Work was completed well before schedule in September of 2022. A brief presentation is also provided.

Background

The work proposed in this grant submission was to create a fuel break consisting of reduced vegetation (e.g. creating shaded fuel breaks; reducing density of shrubs; having trees limbed up) along a corridor about 4.5 miles long and about 100 feet wide. The corridor is along most of the southern and much of the western border of the Tamalpais Community Services District (TCSD). In general, it is along the border between developed, private, residential properties and National Park Service Property (GGNRA). The intention for this fuel break was to ensure at least 100 feet up to 200 feet of defensible space for the structures on the developed parcels. The work was mostly on National Park Service Property with small portions in TCSD Marin open space and private property. All work was performed with the cooperation and participation of the respective property owners. The project started in November 2020 and was completed September 2022 (about 1 ½ years ahead of schedule). This expedited schedule was possible due to crew availability and funding through the state. Unfortunately, some areas outlined in the original work plan were not able to be treated due to the steep nature of the hillside and access issues. Additional funding outside of this grant will need to be secured to complete the total area outlined in the original plan.

Conclusions

The final reimbursement report was submitted to CalFire, and a final work summary report is being drafted (expected completion January 2023). Areas outlined in the original work plan have been treated, except for small areas surrounding Green Glen and West Live Oak according to the original plan.

In addition, work was expanded in some areas to provide additional fire fuel reduction where possible. The total acres treated for this project was 36 acres through grant funds, 9 acres matching funding (Measure U) and 10 acres from private property owners (Fernwood Cemetery). Ongoing maintenance on the property will be through future Measure U and MWPA funding projects. Some areas surrounding Green Glen Drive and West Live Oak are pending treatment and will be priorities in next year's MWPA project list.

Attachments

SMFD CALFIRE Grant - Final Presentation



SMFD Southern Tam Valley Fuel Break Project Review

CalFire Grant 5GG19129

Tam Valley Southern Fuel Break Project & Grant Application: Background

Initially: 2017 3rd Submission approved: 2019

– 42 Month project: Aug. 2020 through Feb. 2024

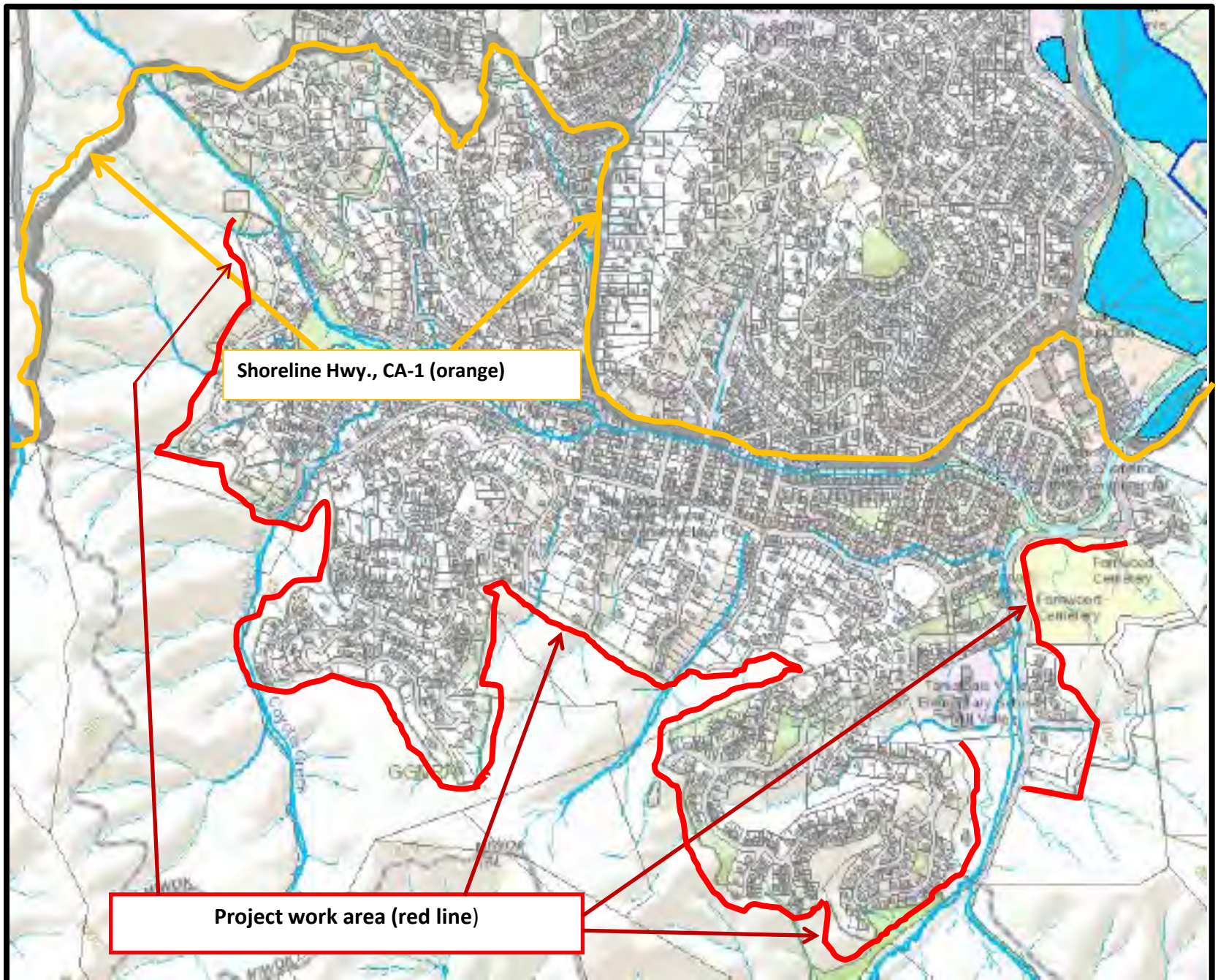
– Financial agreement

- \$720,378 grant funds (\$673,250 + \$47,128 indirect cost at 7%)
- \$122,720 in-kind/match

– Work description

- 4.5 mile 'break' of 100' defensible space (approx. 55 acres)
- Between 'open space' and developed properties
- Involving various property owners
GGNRA, MC-OSD , MC-DPW, MMWD, TCSD, Fernwood, private
- CEQA compliance & ecological considerations

– Regular reporting to CalFire & SMFD Board
along with Community Updates



Significant Steps

- Late 2020
Fernwood property & Tennessee Valley Road
- Early 2021
Around Marinview, at Richardson Way & at Forest Way
- Late 2021
Near Northern Avenue, Marin Drive, Cabin Drive; Autumn Lane
- Early 2022
Near Smith Road, Bay Road
- Late 2022
Near Eastwood, Eucalyptus, Green Glen+

Status: Completed (* almost)

- Final reimbursement report submitted
- Summary report to be completed by year-end
- Financials:
Grant: \$720,378 Match: \$226,124 (*)
- Work (acres) completed
Grant: 36 Match: 9 Other: 10 (*)
- Maintenance
- Photo Review – a tour around the project

Fernwood



MarinView: TCSD



Marinview



Laurel Way (#1)



Laurel Way (#2)



Smith Rd / Marin Dr.



Autumn Lane



Forest Way



Eastwood





STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Correspondence and Information

LEAD DIVISION: N/A

RECOMMENDED MOTION: N/A

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

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[Wildfire Technology Management Agenda.pdf](#)

[Oxnard Fire Dept improving mental health - Western City Magazine.pdf](#)

PREPARED BY: Chris Tubbs

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief

IN YOUR TOWN

MILL VALLEY

Investigators probe fire at storage site

Firefighters are investigating a blaze that destroyed about \$1 million worth of property at a Mill Valley storage center.

The fire was reported shortly before 2 p.m. Saturday at the Mill Valley Stor-All at 799 Redwood Highway, which is along the frontage road next to southbound Highway 101. Residents in the Shelter Ridge and Enchanted Knolls developments were asked to remain indoors for part of the afternoon.

The fire destroyed belongings in two and a half storage lockers and caused smoke damage to another 20 lockers, said Battalion Chief Doug Paterson of the Southern Marin Fire Protection District. No injuries were reported.

Investigators were still working to determine the origin and cause of the fire on Monday.

SAN RAFAEL

DUI suspect accused of battery on officer

An allegedly intoxicated driver is accused of trying to drive off after a California Highway Patrol officer found him passed out behind the wheel on Highway 101 near Interstate 580 in San Rafael.

Austin LaHaitian, 42, of San Rafael was arrested on suspicion of felony obstruction and battery on a police officer, intoxicated driving and other misdemeanors after allegedly pushing the officer's arm when the officer pulled up shortly before 6 p.m. Thursday, according to the CHP.

LaHaitian was initially held in lieu of \$50,000 bail but was later released. He was not reachable for comment.

NOVATO

Council set to name new city attorney

The City Council is poised to appoint a new city attorney.

Jeffrey Walter is stepping down after a 29-year tenure but plans to continue as assistant city attorney, according to a staff report by City Manager Adam McGill.

Gary Bell, the assistant city attorney since last year, would take over under a resolution before the council at its meeting on Tuesday, Nov. 1. Bell, a member of the Colantuono, Highsmith & Whatley law firm, also works as the municipal attorney for Auburn and Yountville and the counsel for other public entities, McGill said.



Southern Marin Fire Protection District

Christian Tubbs, Fire Chief

28 Liberty Ship Way, STE 2800
Sausalito, California 94965
Phone: 415-388-8182

Fax: 415-388-8181

November 1, 2022

Jason Weber, Fire Chief
Marin County Fire Department
33 Castlerock Ave
Woodacre, CA 94973

Chief Weber,

On Saturday, October 29, 2022, Southern Marin Fire crews were dispatched to a reported commercial structure fire at 799 Redwood Highway; a storage unit facility on the westside of highway 101. The fire response quickly elevated to a third alarm and auto/mutual aid was requested/received from several of our partner agencies, including Marin County Fire.

On behalf of the Southern Marin Fire District I extend our deepest appreciation and gratitude for the resources we requested and received from your agency (E1583 and B1511). Marin County's Fire Service is incredibly strong and effective and this incident is another reminder of how quickly we can marshal resources from neighboring agencies; crews that work seamlessly and effectively together and effect excellent mitigation. There were no injuries at this incident and the fire was contained and extinguished quickly.

Again, please accept our deepest thanks and gratitude, especially to the men and women who responded to this alarm.

Respectfully,

Christian Tubbs, Fire Chief
Southern Marin Fire Protection District
Mill Valley Fire Department



Southern Marin Fire Protection District

Christian Tubbs, Fire Chief

28 Liberty Ship Way, STE 2800
Sausalito, California 94965
Phone: 415-388-8182

Fax: 415-388-8181

November 1, 2022

Richard Pearce, Fire Chief
Tiburon Fire Protection District
1679 Tiburon Blvd.
Tiburon, CA 94920

Chief Pearce,

On Saturday, October 29, 2022, Southern Marin Fire crews were dispatched to a reported commercial structure fire at 799 Redwood Highway; a storage unit facility on the westside of highway 101. The fire response quickly elevated to a third alarm and auto/mutual aid was requested/received from several of our partner agencies, including Tiburon Fire Protection District.

On behalf of the Southern Marin Fire District I extend our deepest appreciation and gratitude for the resources we requested and received from your agency (E10 and E11). Tiburon's Fire Service is incredibly strong and effective and this incident is another reminder of how quickly we can marshal resources from neighboring agencies; crews that work seamlessly and effectively together and effect excellent mitigation. There were no injuries at this incident and the fire was contained and extinguished quickly.

Again, please accept our deepest thanks and gratitude, especially to the men and women who responded to this alarm.

Respectfully,

Christian Tubbs, Fire Chief
Southern Marin Fire Protection District
Mill Valley Fire Department



Southern Marin Fire Protection District

Christian Tubbs, Fire Chief

28 Liberty Ship Way, STE 2800
Sausalito, California 94965
Phone: 415-388-8182

Fax: 415-388-8181

November 1, 2022

Darin White, Fire Chief
San Rafael Fire Department
1375 Fifth Avenue
San Rafael, CA 94901

Chief White,

On Saturday, October 29, 2022, Southern Marin Fire crews were dispatched to a reported commercial structure fire at 799 Redwood Highway; a storage unit facility on the westside of highway 101. The fire response quickly elevated to a third alarm and auto/mutual aid was requested/received from several of our partner agencies, including San Rafael Fire Department.

On behalf of the Southern Marin Fire District I extend our deepest appreciation and gratitude for the resources we requested and received from your agency (T54). San Rafael's Fire Service is incredibly strong and effective and this incident is another reminder of how quickly we can marshal resources from neighboring agencies; crews that work seamlessly and effectively together and effect excellent mitigation. There were no injuries at this incident and the fire was contained and extinguished quickly.

Again, please accept our deepest thanks and gratitude, especially to the men and women who responded to this alarm.

Respectfully,

Christian Tubbs, Fire Chief
Southern Marin Fire Protection District
Mill Valley Fire Department



Southern Marin Fire Protection District

Christian Tubbs, Fire Chief

28 Liberty Ship Way, STE 2800
Sausalito, California 94965
Phone: 415-388-8182

Fax: 415-388-8181

November 1, 2022

Jason Weber, Fire Chief
Ross Valley Fire Department
800 San Anselmo Ave.
San Anselmo, CA 94960

Chief Weber,

On Saturday, October 29, 2022, Southern Marin Fire crews were dispatched to a reported commercial structure fire at 799 Redwood Highway; a storage unit facility on the westside of highway 101. The fire response quickly elevated to a third alarm and auto/mutual aid was requested/received from several of our partner agencies, including Ross Valley Fire Department.

On behalf of the Southern Marin Fire District I extend our deepest appreciation and gratitude for the resources we requested and received from your agency (E18 and B20). Ross Valley's Fire Service is incredibly strong and effective and this incident is another reminder of how quickly we can marshal resources from neighboring agencies; crews that work seamlessly and effectively together and effect excellent mitigation. There were no injuries at this incident and the fire was contained and extinguished quickly.

Again, please accept our deepest thanks and gratitude, especially to the men and women who responded to this alarm.

Respectfully,

Christian Tubbs, Fire Chief
Southern Marin Fire Protection District
Mill Valley Fire Department



Southern Marin Fire Protection District

Christian Tubbs, Fire Chief

28 Liberty Ship Way, STE 2800
Sausalito, California 94965
Phone: 415-388-8182

Fax: 415-388-8181

November 1, 2022

Ruben Martin, Fire Chief
Central Marin Fire Department
342 Tamalpais Drive
Corte Madera, CA 94925

Chief Martin,

On Saturday, October 29, 2022, Southern Marin Fire crews were dispatched to a reported commercial structure fire at 799 Redwood Highway; a storage unit facility on the westside of highway 101. The fire response quickly elevated to a third alarm and auto/mutual aid was requested/received from several of our partner agencies, including Central Marin Fire Department.

On behalf of the Southern Marin Fire District I extend our deepest appreciation and gratitude for the resources we requested and received from your agency (E15 and E13, B17). Central Marin's Fire Service is incredibly strong and effective and this incident is another reminder of how quickly we can marshal resources from neighboring agencies; crews that work seamlessly and effectively together and effect excellent mitigation. There were no injuries at this incident and the fire was contained and extinguished quickly.

Again, please accept our deepest thanks and gratitude, especially to the men and women who responded to this alarm.

Respectfully,

Christian Tubbs, Fire Chief
Southern Marin Fire Protection District
Mill Valley Fire Department



Southern Marin Fire Protection District

Christian Tubbs, Fire Chief

28 Liberty Ship Way, STE 2800
Sausalito, California 94965
Phone: 415-388-8182

Fax: 415-388-8181

November 1, 2022

Mark Pomi, Fire Chief
Kentfield Fire Protection District
1004 Sir Francis Drake Blvd
Kentfield, CA 94904

Chief Pomi,

On Saturday, October 29, 2022, Southern Marin Fire crews were dispatched to a reported commercial structure fire at 799 Redwood Highway; a storage unit facility on the westside of highway 101. The fire response quickly elevated to a third alarm and auto/mutual aid was requested/received from several of our partner agencies, including Kentfield Fire Protection District.

On behalf of the Southern Marin Fire District I extend our deepest appreciation and gratitude for the resources we requested and received from your agency (T17). Kentfield's Fire Service is incredibly strong and effective and this incident is another reminder of how quickly we can marshal resources from neighboring agencies; crews that work seamlessly and effectively together and effect excellent mitigation. There were no injuries at this incident and the fire was contained and extinguished quickly.

Again, please accept our deepest thanks and gratitude, especially to the men and women who responded to this alarm.

Respectfully,

Christian Tubbs, Fire Chief
Southern Marin Fire Protection District
Mill Valley Fire Department



FEMA

October 26, 2022

Christian Tubbs, Fire Chief
Southern Marin Fire District
28 Liberty Ship Way, Suite 2800
Sausalito, California 94965

Dear Chief Tubbs:

Thank you for supporting Adam Robert Vollmer, during their commitment while completing the U.S. Fire Administration's National Fire Academy's (NFA) Managing Officer (MO) Program. Adam successfully completed all the requirements of the MO Program.

This accomplishment represents Adam's dedication to personal and professional excellence, and commitment to enhance their department and community. The enclosed MO Program certificate is provided to you for a formal presentation to recognize Adam. This can be an ideal way to celebrate your department's commitment to its community, while demonstrating the success of your members, by inviting elected officials, local media, and Adam's family to celebrate this important achievement.

I appreciate and thank you for your support of this two-year program and of the NFA.

Sincerely,

A handwritten signature in black ink, appearing to read "Eriks Gabliks".

Eriks Gabliks
Superintendent
National Fire Academy
U.S. Fire Administration

Enclosure



SAUSALITO POLICE DEPARTMENT

John Rohrbacher
Chief of Police

October 24, 2022

Fire Chief Chris Tubbs
Southern Marin Fire Protection District
28 Libertyship Way Suite 2800
Sausalito, CA 94965

Dear Chief Tubbs:

I would like to express my sincere gratitude to you for the assistance your department provided to the Sausalito Police Department on October 16, 2022. On that day, Corporal White and Officer Smagalski responded to a call of a disabled female adult who was sitting in a wheelchair outside of a local business. Officers learned that the female was partially blind and had trouble communicating. Officers learned the woman was dropped off by SFMTA Paratransit. Officers contacted SFMTA Paratransit who told them the woman would not be picked up until 9:30 PM. Realizing that was clearly unacceptable for this woman, Officers decided to contact SMFD and see if they could assist.

Captain Travis Fox cleared the decision to have Firefighter/EMT Karl Siegmund respond to the scene with a SMFD pickup truck. The woman and her 250 LB wheelchair were placed in the pick-up truck. The woman was then driven to her residence by Firefighter/EMT Karl Siegmund with Officer Smagalski following behind.

This was a great example of our two agencies working as a team and being creative to assist a community member in need.

Your agency's assistance in this case, as well as in our daily routine delivery of service, has been of great benefit to our agency and to the citizens of the City of Sausalito. Please extend our personal thanks to these deputies for their much-appreciated service to the City of Sausalito.

Sincerely,

A handwritten signature in black ink, appearing to read "Stacie Gregory", with a long horizontal flourish extending to the right.

Stacie Gregory
Acting Chief of Police

Ted Peterson,

On behalf of the Fire Districts Association of California, we are so grateful that you have decided to take the time to join us here in Sacramento for the 2022 FDAC Leadership Symposium. With our first Symposium in three years, your willingness to speak on your experiences and share your knowledge to our members speaks volumes! Please feel free to reach out to myself or the FDAC administrative team, at any time, if there is anything you may need from our organization.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jim Comisky".

Chief Jim Comisky
President, FDAC



Community Health Webinar Series

Health Effects of Climate Change

The Climate Crisis is a Health Crisis

The health effects of the climate crisis are already upon us – from lung disease triggered by wildfires to deadly heatwaves to surges of infectious diseases.

Evidence is mounting that biodiversity loss and changes in temperature and precipitation affect malnutrition, infectious and chronic diseases, and mental health, and lead to injuries and premature death.

In this presentation, our specialists will discuss immediate and long-term causes and effects on health, and what we must do in our local and global communities to control, respond, treat, adapt and mitigate.

We'll have time for Q&A at the end of the presentation.

Featured Speakers:

Lisa Santora, MD

Deputy Health Officer, Marin Dept of Human Services

Christian Tubbs

Fire Chief, Southern Marin Fire District

About Our Community Health Seminar Series

Marin Healthcare District's Community Health Seminar Series offers periodic educational forums for the Marin community on relevant health-related issues.



**WEDNESDAY,
NOVEMBER 9, 2022
6:30 – 7:30 pm**

Via Zoom
Click Here to Join
Meeting ID: 924 9541 8838

(Virtual room will open 15 minutes before the event. Be sure to mark your calendar!)

***This FREE event
is open to all.
RSVP is not required.***

Please submit questions in advance to
Jennifer.Rienks@marinhealthcare.org



Wildfire Technology Management

APRIL 25-26, 2023, SACRAMENTO, CALIFORNIA

BOLSTERING HUMAN-CENTRIC, TECHNOLOGY-ENABLED WILDFIRE RESILIENCE

MEET THE SPECIALIST 2023 SPEAKER FACULTY



Jeff Rupert,
Director, U.S.
Department of the
Interior Office of
Wildland Fire
(OWF)



George Geissler,
State Forester,
Washington
Department of Natural
Resources



Brian Fennessy,
Fire Chief,
Orange County Fire
Authority



David Green,
Program Manager,
Wildfire and Disaster
Applications,
NASA



Jerome E. Perez,
National Director,
Fire and Aviation
Management,
US Forest Service

In partnership with:

Western Fire Chiefs Association



WELCOME:

Dear Colleague,

It is my pleasure to bring this community together at the fourth Wildfire Technology Management Summit. We must not underestimate the opportunity that can be gained from being in a room with up to two hundred key decision-makers from global fire agencies, industry, and academia. This conference will provide a constructive forum to learn, share and connect with your peers and counterparts to ensure better-integrated management of the devastating wildfires that wreak havoc on our communities.

Given the increased intensity and frequency of wildfires, there is a growing urgency to effectively mitigate and manage their start and spread. Indeed, there is a persistent need for emergency managers and firefighters across the globe to be prepared and equipped to adequately address wildfires – in turn, preventing casualties to lives, property, infrastructure, and ecosystems.

Wildfire Technology Management will help bridge the gap between industry, wildfire agencies and academia to better prevent, detect, suppress, and mitigate these destructive wildfires. With the ongoing wildfires in Australia and Europe in recent years, a specific focus on the international landscape of wildfire prevention and suppression will be explored. In addition, the latest advancements in emerging technologies, tools, techniques, workflows, and best practices for wildfire management will be discussed and compared across agencies.

Through extensive networking, learning, and idea sharing, the Institute for Defense and Government Advancement (IDGA) will provide a vital platform to enable you to build and nurture crucial connections with peers and counterparts, ensuring the collaboration necessary to prevent and tame the national and international security threat that wildfires present.

I look forward to welcoming you to Wildfire Technology Management in April 2023.

Yours sincerely,




Harriet Turner
Conference Director
Wildfire Technology Management

CONFERENCE CHAIRMAN

Kim Zagaris, or Chief Z as some call him, is currently the Wildfire Policy and Technology Advisor for the Western Fire Chiefs Association. His position was created in response to the destructive wildfires that have unfolded across the west. Chief Zagaris retired as State Fire and Rescue Chief for the State of California, Governor's Office of Emergency Services (Cal OES) a position he held for 18 years.

Chief Zagaris has an extensive background in fire service, emergency management, and homeland security which includes working with local, state, federal, and international agencies over his 42 years fire service career. He served under six Governor's and has been actively involved in every major and catastrophic emergency in California as well several in the nation.

3 TOP REASONS TO ATTEND

1 Learn about the latest innovations and technologies that are being developed, tested, and leveraged by leading organizations to improve wildfire resilience in the next 5-10 years.

2 Build and nurture domestic and international partnerships with senior leaders from fire agencies, federal government, and industry.

3 Gain unrivalled insights into the latest U.S. and international strategies which seek to address some of the most critical gaps and challenges in integrated wildfire management.

MEET THE SPEAKERS:



Jerome E. Perez,
National Director,
Fire and Aviation
Management,
US Forest Service



Jeff Rupert,
Director, U.S.
**Department of the
Interior, Office of
Wildland Fire**



Gordy Sachs,
Chief, All Hazard &
International Fire
Support Branch,
US Forest Service



George Geissler,
State Forester,
**Washington
Department of
Natural Resources**



Brian Fennessy,
Fire Chief,
**Orange County Fire
Authority**



Chris Tubbs,
Fire Chief, Southern
Marin Fire District,
**Mill Valley Fire
Department**



Steve Miller,
Director, Fire and
Aviation Management,
**US Forest Service
(Eastern Region)**



Curtis Brown,
Deputy Director, Fire
Protection,
CAL FIRE



Brian Marshall,
Chief, Fire and Rescue,
**California Office of
Emergency Services
(CAL OES)**



Kim Connors,
Director,
**Canadian Interagency
Forest Fire Centre**



Tim Sexton,
Program Manager,
Wildland Fire Research,
Development &
Applications Program,
US Forest Service



Mike Morgan,
Director,
**Colorado Division of
Fire Prevention and
Control**



David Green,
Program Manager,
Wildfire and Disaster
Applications,
NASA



Ben McGrane,
Assistant Director,
Incident Procurement
Operations,
US Forest Service



**Johann Georg
Goldammer,**
Chief,
**Global Fire Monitoring
Center (GFMC) Germany**



Doug Cram,
Extension Forest
and Fire Specialist,
**New Mexico State
University**



Dr. Christopher Dicus, PhD,
Professor, Wildland Fire &
Fuels Mgt. Natural Resources
Management & Environmental
Sciences Department,
**California Polytechnic State
University**

"The high quality of speakers has helped us advance partnerships, connections, and projects and the level of leadership attending makes this event unique."

**Robert Grey, Co-Founder & Sales Manager,
FireScout, Alchera X Inc.**

CONFERENCE DAY 1: APRIL 25, 2023

0800 REGISTRATION AND REFRESHMENTS

0850 **CHAIR'S OPENING REMARKS**

Chief Kim Zagaris, Wildfire Policy and Technology Advisor, Western Fire Chiefs Association

0900 **OCFA UPDATE 2023: KEY PROGRAMS, PRIORITIES AND CHALLENGES**

- Crucial insights into the key programs, and future requirements that are being leveraged at OCFA to drive integrated wildfire management forward
- Ensuring that OCFA's training, equipment and facilities meet the ever-evolving needs of the community they serve
- Building and nurturing public-private partnerships that can tackle wildfires with emerging technologies and aerial resources including FIRIS and the Quick Reaction Force

Chief Brian Fennessy, Fire Chief, **Orange County Fire Authority**

0930 RESERVED FOR INDUSTRY INSIGHTS

1000 **USDA FOREST SERVICE UPDATE 2023**

- Preserving the nation's forests for current and future generations through innovation and enhanced collaboration
- LOE in leading firefighters across the nation and effectively delivering the fire and aviation program to meet the growing national security threat posed by wildfires
- Increasing hazardous fuels treatments in high-risk areas to mitigate the threat to communities and the nation's most vital infrastructure

Jerome "Jerry" Perez, National Director, Fire and Aviation, **U.S. Forest Service**

1030 NETWORKING COFFEE BREAK

1100 **OPTIMIZING THE CONTRACTING PROCESS TO SUPPORT THE WILDLAND FIREFIGHTING MISSION**

- Bolstering the agility of the US Forest Service through close collaboration with industry to ensure a timely contracting and procurement process
- Overcoming inflationary pressures and supply chain challenges to minimize the impact on real purchasing power and ensure wildland firefighting readiness
- Aligning resources to the firefighter through optimized centralized acquisition support for the Forest Service to drive the most effective and efficient outcomes

Ben McGrane, Assistant Director, Procurement & Property Services Incident Procurement Operations, **US Forest Service**

1130 **HARNESSING EARTH OBSERVATIONS TO HELP COMMUNITIES MANAGE THE IMPACT OF WILDFIRES**

**PANEL
DISCUSSION**

- How are space-based instrumentation and earth observations being utilized to enhance preparation for elongated and more severe wildfires?
- How are the NASA Earth Science and Applied Sciences Wildfire team driving the timelier tracking and monitoring of wildfires through earth observations and direct broadcast?
- The future of wildfire detection: a holistic overview of the latest developments in earth observations to improve national resiliency in the face of increasingly extreme wildfires

Moderator: Dr. David Green, PhD, Program Manager, NASA Earth Science Applied Sciences Wildfire Program, **NASA**

1230 LUNCH AND NETWORKING BREAK

1330 **INTERACTIVE WORKING GROUPS**

**SPONSORSHIP
AVAILABLE**

INDUSTRY LED WORKSHOP: PREVENTION

A breakout room dedicated to wildfire prevention, exploring key questions such as:

- As approximately 85% of wildfires are caused by humans, how can strategic communications/education be developed and improved?
- Which emerging technologies can be leveraged to better prevent wildfires?
- What does an effective climate resiliency plan look like to ensure a disaster-ready nation and/or state?

INDUSTRY LED WORKSHOP: SUPPRESSION

A breakout room dedicated to wildfire prevention, exploring key questions such as:

- How can workforce training plans be developed and adapted to ensure the effective suppression of wildfires?
- Which suppression tactics have been most impactful? Which emerging technologies could be better leveraged to aid suppression efforts?
- How can relationships with industry be improved to ensure the timely procurement and sustainment of equipment and supplies?
- Should we move towards wildfire management with minimal suppression and prescribed burns to improve wilderness resilience, resistance to drought and increase water availability?

CONFERENCE DAY 1: APRIL 25, 2023

1430 WILDLAND FIRE RESILIENCE AND COMMUNITY SAFETY IN THE WUI

- Working closely with key stakeholders to effectively deploy the MWPA 10-year Measure C plan that will significantly augment the safety of the Marin community within the WUI
- Identifying and applying critical lessons post-2017, in response to the North Bay Fire Siege and enduring impacts of climate change
- Ensuring greater agility and readiness in Marin County through collaborative prevention and mitigation initiatives such as the CWPP and the leveraging of cutting-edge technologies such as the Zonehaven and Tablet Command

Chris Tubbs, Fire Chief, **Southern Marin Fire District Mill Valley Fire Department**

1500 NETWORKING COFFEE BREAK

1530 DRIVING INNOVATION FOR EFFECTIVE FIRE MANAGEMENT AND MITIGATION IN CALIFORNIA

- Overview of the latest technological advancements that can help tame wildfires and subsequently protect communities against WUI fires that are growing significantly in severity and size
- Utilizing technology developments to predict and manage wildfire behaviour in the WUI interface

Christopher A. Dicus, PhD, Professor, Wildland Fire & Fuels Management, Natural Resources Management & Environmental Sciences Department, **California Polytechnic State University**

1600 DRIVING MODERN INTEGRATED WILDFIRE MANAGEMENT

PANEL DISCUSSION

- How can interagency training on hazardous fuels and vegetation management be improved to ensure optimal results?
- How can the US Forest Service better guide the development and application of wildland scientific knowledge and provide science application services to the interagency wildland fire community?
- Which emerging tools and technologies are enabling a speedy informed decision process for wildland fire management?

Moderator: **Chief Kim Zagaris**, Wildfire Policy and Technology Advisor, **Western Fire Chiefs Association**

Panellists include:

Tim Sexton, Program Manager, Wildland Fire Research, Development & Applications Program, **U.S. Forest Service**

1700 GUIDING EFFECTIVE WILDFIRE POLICY AND STRATEGY

- Key recommendations on how federal agencies can better prevent, mitigate, suppress and manage wildland fires
- Restoring the lands impacted by devastating wildfires to aid the prevention of future wildfires
- Utilizing emerging technologies such as AI to fight future fires in Colorado

Mike Morgan, Director, **Colorado Division of Fire Prevention and Control**

1730 CHAIR'S CLOSING REMARKS & END OF DAY 1

Chief Kim Zagaris, Wildfire Policy and Technology Advisor, **Western Fire Chiefs Association**



CONFERENCE DAY 2: APRIL 26, 2023

0800 REGISTRATION AND REFRESHMENTS

0850 **CHAIR'S OPENING REMARKS**

Chief Kim Zagaris, Wildfire Policy and Technology Advisor, **Western Fire Chiefs Association**

0900 **THE BIPARTISAN INFRASTRUCTURE LAW UPDATE: SUPPORTING COMMUNITIES AND IMPROVING WILDFIRE RESILIENCE ACROSS THE COUNTRY**

- An update on the key programs and priorities of the DOI in 2023 and beyond, including hazardous fuels management, post-fire restoration and rehabilitation activities, wildfire preparedness and science and research developments
- Working with key internal and external partners and stakeholders to increase resilience
- Rebuilding the workforce to address the shrinking workforce through compensation improvements, mental health resources, improved physical safety, hiring, and additional training

Jeff Rupert, Director, **Office of Wildland Fire, Department of Interior**

0930 **MITIGATING THE IMPACT OF WILDFIRES ON COMMUNITIES AND CRITICAL INFRASTRUCTURE THROUGH INTERNATIONAL COLLABORATION AND COOPERATION**

- Driving global cooperation strategy through global fire management committees, international study tours, and bilateral international agreements
- Bolstering collaborative disaster risk reduction efforts with partner nations to enhance fire management capacity
- Future requirements, challenges and key priorities

Gordy Sachs, Chief, All Hazard & International Fire Support Branch, **U.S. Forest Service**

1000 **NASA: THE FUTURE OF WILDFIRE MANAGEMENT: ADAPTING, DEVELOPING, AND TESTING EMERGING TECHNOLOGIES**

- A holistic overview of the emerging space-based technologies that NASA are working on to enable more effective integrated wildfire management throughout elongated fire seasons
- Identifying critical capability gaps and the and how NASA has adopted to address these to increase the United States' security
- The future of wildfire management: where is it going?

Dr. David Green, PdD, Program Manager, Wildfire and Disaster Applications, **NASA**

1030 NETWORKING COFFEE BREAK

1100 **THE INTERNATIONAL LANDSCAPE FIRE MANAGEMENT FRAMEWORK: ENHANCING GOVERNANCE IN INTERNATIONAL COOPERATION**

- Improving governance in the states most impacted by wildfires to improve resilience and limit damage
- Striving for a global wildfire management policy: LOE in enhancing the coordination and collaboration necessary with other nation states to achieve this objective
- Working with the United Nations to drive and support countries and international organizations to establish national roundtables

Johann Georg Goldammer, Chief, **Global Fire Monitoring Center (GFMC) Germany**

1130 **CONTROLLING WILDFIRES DISASTERS THROUGH PRESCRIBED BURNS**

**PANEL
DISCUSSION**

- How does prescribed fire help to preserve the natural ecology and lifecycle of our forests?
- How can we learn from Native Americans who used fire to manage their forests for years?
- What does the future look like for prescribed burns and how can it help us to achieve our goal of reducing the destructive capacity of wildfires?

Moderator: Steve Miller, Director, Fire and Aviation Management, **U.S. Forest Service (Eastern Region)**

Panelists include:

Doug Cram, Extension Forest and Fire Specialist, **New Mexico State University**

1230 LUNCH AND NETWORKING BREAK

1400 **REFLECTING ON A SUCCESSFUL 2022 WASHINGTON FIRE SEASON: KEY TAKEAWAYS FOR THE FUTURE**

- Washington's 2022 fire season has been the mildest in a decade: what combination of tools and approaches helped Washington to achieve this milestone victory?
- Developments in Washington's education and strategic communications strategy to prevent human-caused wildfires
- Modernizing fire equipment to ensure firefighters are adequately prepared to confront worsening wildfires

George Geissler, State Forester, **Washington Department of Natural Resources**

CONFERENCE DAY 2: APRIL 26, 2023

1430

2023 FIRE SEASON OUTLOOK: WILDFIRE AND FOREST RESILIENCE IN THE STATE OF CALIFORNIA

PANEL DISCUSSION

- How can agencies in California better coordinate wildfire emergency preparedness, response, recovery in California to ensure milder wildfire seasons ahead?
- Which programs are Californian agencies embarking on to better prevent, suppress, mitigate and detect?
- What steps are being taken to improve collaboration to protect the communities and vital infrastructure in the state of California?

Panelists include:

Curtis Brown, Deputy Director, Fire Protection, **CAL FIRE**
Brian Marshall, Chief, Fire and Rescue, **California Office of Emergency Services (CAL OES)**
Chris Tubbs, Fire Chief, Southern Marin Fire District, **Mill Valley Fire Department**

1530

NETWORKING COFFEE BREAK

1600

STRENGTHENING RELATIONSHIPS WITH CANADIAN WILDLAND FIREFIGHTING AGENCIES AND INTERNATIONAL PARTNERS TO OPTIMIZE READINESS AND DISASTER RESPONSE

- Enabling the quick and seamless flow of resources across borders to support international partners such as Mexico, Australia, New Zealand and South Africa in the face of elongated and more severe wildfire seasons
- Ensuring timely resource, information and aid sharing between federal wildland firefighting agencies to boost Canadian resiliency
- Addressing capability and public policy gaps to improve management of future wildfires

Kim Connors, Director, **Canadian Interagency Forest Fire Centre**

1630

TACKLING THE CLIMATE CRISIS TO PROTECT AMERICA'S FORESTS AND FUTURE GENERATIONS

CLOSING KEYNOTE

- Addressing the climate crisis through the reduction of greenhouse gas emissions, a transition to clean energy sources, nature-based solutions
- Laying the foundation for future generations of Wildland Conservation and Resilience Workers
- Working with academia, industry, federal government and agencies to successfully execute a long-term strategy to mitigate the national and international security threat posed by wildfires

1700

CHAIR'S CLOSING REMARKS & END OF CONFERENCE

Chief Kim Zagaris, Wildfire Policy and Technology Advisor, **Western Fire Chiefs Association**


DON'T JUST TAKE OUR WORD FOR IT... SEE WHAT YOUR COLLEAGUES HAVE TO SAY!



"The information provided was the right mix of detail and strategy. The level and quality of the speakers and range of countries represented, and the willingness of speakers to work together, rather than a download of information makes this event unique."

Carol Loski, Strategic Advisor, BC Wildfire Service

"Being here has given me a much better understanding of the current needs of the industry and where my technology can make an impact."

The attendees were exactly who I wanted to meet. I was able to make great connections and the presentations were excellent! The event was small, but the quality of the content and of the attendees matter more than quantity. The size and attendance of this event is what makes it unique. It helped me connect to most attendees and allowed for more comprehensive conversations."

Claudia Smith, Sales and Marketing Lead, Globalstar

"What makes this event unique is that all attendees wanted to share, collaborate, and agree that partnerships are an important aspect we need to act upon. I learned an awareness to other initiatives already being worked on and partnerships already and continuing to be established, which will contribute to my day-to-day role. It was a great event, well thought out."

Mamata Gomez, Financial Analyst, BC Wildfire Service



"The event has helped me advance my partnerships, connections, and projects, as the size and networking opportunities are much better than larger meetings."

Florian Schwander, Earth Science Division Chief, NASA Ames Research Center



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Sponsorship is the most effective solution to share your company's solutions to senior leaders from across the fire agencies, federal government, academia and industry who are searching for solutions that can address the growing threat that wildfires present.

Wildfire Technology Management will be attended by senior officials and decision-makers from across the fire agencies and federal government, as well as senior industry representatives who have solutions which can help to mitigate, detect, suppress, and prevent. With tailored networking, sponsors can achieve the face-to-face contact that overcrowded trade shows cannot deliver.

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By providing a platform to learn, share & connect, through in-person and digital activities, IDGA has supported and coordinated the participation of leading stakeholders in market-leading, transformative, and traditional conference topics, since 2001.

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The purpose of the Western Fire Chiefs Association is to serve as a representative of choice of (and for) career and volunteer leaders of fire related emergency service organizations throughout the WFC member states and the Western Pacific Islands. The WFC helps develop, and supports the work of, those leaders and organizations in order that they may best provide for the protection of people and the environment from the occurrence and outcomes of fires and other natural, technological and human-behavior-caused emergencies.



WHO SHOULD ATTEND?

Elevate your business and showcase your solutions with an audience of senior leaders from organizations such as CAL Fire, USDA Forest Service, NASA, Department of Interior Wildland Fire Office and more.

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Wildfire Technology Management

APRIL 25-26, 2023, SACRAMENTO, CALIFORNIA

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WESTERN *City*



Peer support teams, like the one led by the Oxnard Fire Department in Surfside, FL, are just one of the ways cities can address behavioral health challenges among first responders.

November 1, 2022 | Local Works | By Alexander Hamilton

For a decade, the Oxnard Fire Department focused on improving mental health. Now, it's helping others

Alexander Hamilton is the fire chief for the

*city of Oxnard; he can be reached at
alexander.hamilton@oxnard.org.*

On June 24, 2021, a 12-story condominium in Surfside, Florida, partially collapsed during the night, causing dozens of fatalities. Ten days later, I was on the scene as the Oxnard Fire Chief. However, my job was not to search for survivors. Instead, I was leading a team of peer support personnel, including veterans of the 9/11 response and a licensed clinician. Our job was to offer knowledge, experience, and most importantly, emotional support to the first responders.

Mass casualty events like Surfside can have a serious emotional and psychological toll on first responders. Once on the scene, the support personnel from New York City immediately recognized the strong odors emerging from the piles of rubble. They needed to take a moment to brace themselves mentally for the task at hand, as the body holds onto trauma.

Events like these, while tragic, are just a fraction of the potentially traumatic events

firefighters can be exposed to during their careers. Fast-moving wildfires, violence, and other traumatic events can lead to post-traumatic stress disorder (PTSD) or suicidal thoughts. Even the basic structure of the fire service — sleep deprivation, a culture of stoicism, and a unique living-working environment — can have a cumulative impact on mental health.

Despite these high-risk conditions, our current model of behavioral health care for first responders is insufficient. A 2016 white paper found that firefighters are more likely to die by suicide than in the line of duty. In fact, firefighters and other first responders are 40% more likely to die by suicide than the general population.

According to the International Association of Fire Fighters, roughly 22% of firefighters will meet the criteria for PTSD during their careers. Indeed, firefighters can have many of the stressors that are required for a PTSD diagnosis just by showing up to work. They are also more likely to binge drink than the general population and frequently suffer from

“compassion fatigue.”

Peer support teams, like the one I led in Surfside and helped build in Oxnard, are just one of the ways cities can address this silent crisis. Peer support allows firefighters to have conversations with trusted colleagues who are trained to listen without providing solutions. They can then de-escalate a situation and direct their peers to outside help. In many cases, talking through issues with a friendly and understanding face is mostly what a firefighter needs.



The command center for the Surfside, Florida, peer support team. The team provided emotional and tactical support to other first responders.

Developing a local peer support team

The Oxnard Fire Department began its

journey to build a comprehensive behavioral health program in 2012. At the time, there were no readily available resources, so staff pursued grants to build a program. During that process, staff discovered that the department had spent more than \$750,000 in five years on stress-related workers comp claims — enough money to fully staff a paramedic squad for a year or buy a new fire engine.

The Fire Department began building a peer support team in 2013 after receiving a \$225,000 grant from the federal government. Since a peer support team is not something that someone can simply volunteer for, members were determined through an anonymous survey. Not everyone wants or can engage in random conversations about suicidal ideation, substance abuse, or increased leave. Additionally, given the program's infancy, members of the support team needed to have the trust of their peers from the get-go.

The survey asked questions like: “Who would you speak to if you had a personal crisis? An

issue at home with a spouse? A financial crisis?” Through that process, staff identified personnel who were viewed as the most approachable, who were then asked to join the peer support team.

At a basic level, peer support teams serve as a bridge to behavioral health care or as a space to have an honest, confidential conversation. In practice, the job of a peer support team can vary wildly. Take Surfside, for example. As the clinician and I were getting acquainted with the site, we were called over to meet with a search team that had just recovered a deceased family of four.

We spoke on a range of topics — from the tragic details of recovering the bodies to how we load fire hoses on our trucks. Then, during a lull in the conversation, a first responder broke out in song, cheering the group up with his freestyle lyrics. Therein lies the magic of peer support: Those with lived experiences of tragedies can support their peers in whatever way they may need to decompress from the frontline response.

Peer support can also offer insights into tactical needs. During our conversation with the group, we discovered their two biggest needs were faster internet connections for conversations with family and ‘tactical socks’ due to the hot, humid conditions. We played a dual role by providing a brief respite from their work while also addressing some immediate needs for them.

Throughout the deployment, our team became a beacon for resources. Before leaving, we were able to connect many of the first responders with ongoing behavioral health resources within their home jurisdictions, ensuring that they can continue a healthy response to the trauma from the event.

Multiple avenues for support

Today, it is considered an honor to be part of the Fire Department’s peer support team. Since the program’s



Emotional support dog at

launch, the Fire Department has not
peer support office in
Surfside, Florida.

spent a penny on stress-related leave claims. However, the goal of any comprehensive behavioral health program is to provide many avenues for support.

The Fire Department has also worked with California Lutheran University's psychology program to provide free or low-cost counseling services through its graduate students. The city's employee assistance program was revamped to include cultural competency training for clinicians who treat firefighters.

Additionally, staff created a variety of in-house training programs about resiliency, suicide awareness, and intervention training. They also started to connect with other peer teams and support groups throughout the state to provide even more avenues for assistance. The city now has a clinician that works with the Fire Department to support and provide clinical oversight of the peer support team. He also sees between 10-12% of the Department's firefighters at any given

time.

The city of Oxnard is now focused on providing resiliency training to all fire service members. This training, developed by the International Association of Firefighters, will help give firefighters tools to bounce back from life or job stresses.

“Our focus on identifying and combatting the emotional toll we endure [as firefighters] has been profound,” said Ed Kelly, general president of the International Association of Fire Fighters. “We are making tremendous steps in the right direction. ... The pressures of our job are unique, and we never want someone to hesitate to reach out for help.”

“Early detection and treatment is better than letting it spiral out of control; it’s the difference between saving families and saving lives.”



The Oxnard Fire Department has become a vocal advocate for better behavioral health care for first responders and frequently deploys peer support teams throughout the nation.

Taking a local program to a national level

November 2015 marked the first time an Oxnard firefighter was killed in the line of duty in living memory. Peer teams were immediately mobilized and sent to every station. They served in whatever ways they were needed. Like Surfside, this included everything from covering station work for the on-duty crews to having candid conversations about the emotions of losing a fellow firefighter.

We quickly discovered that everyone was hurting and that we needed support from surrounding peer support teams. Additional

peer support was provided by the city of Ventura and the Ventura County Fire Department, as well as the Los Angeles County Fire Department.

This experience led the Oxnard Fire Department to explore ways to improve behavioral health care in the broader public safety community. These efforts started regionally, with Oxnard peer support teams providing suicide awareness and intervention training to surrounding fire, police, and ambulance agencies.

“As time went on, we started to get requests for our peers to travel and train teams in other agencies. At first, it was local and then it spread across California. Last week we were in Georgia, training police, firefighters, military service members, and corrections officers on the “ins and outs” of peer support and suicide intervention,” said Captain John Albin, a 25-year veteran of the Fire Department. “It feels very good to have an impact that could save another first responder.”

Today, the Oxnard Fire Department also

provides cultural competency training to clinicians throughout the state, so they may better understand a firefighter's role and unique job stressors. Peer support teams have been sent to various locations, including El Paso, Texas after a mass shooting; Albuquerque, New Mexico after a firefighter suicide; LA County Fire Station 81 after a station shooting; and most recently Surfside, Florida.



Tragic events like the Surfside condominium collapse are just a fraction of the potentially traumatic events firefighters can be exposed to during their careers.

Local leaders to set statewide standards for first responder care

Although first responders are increasingly exposed to more human-made and natural disasters, they rarely receive the tools they

need to process the emotional toll of the trauma they experience. Since investing in its own behavioral health programs, the Oxnard Fire Department has become an advocate for a statewide standard for suicide prevention in the fire and emergency medical services fields.

The result of that advocacy — in partnership with the League of California Cities, California Professional Firefighters, and California Fire Chiefs Association — led to [AB 662 \(Rodriguez\)](#), which Gov. Gavin Newsom signed into law this year.

This legislation will help provide better mental health care for first responders by making suicide awareness training part of basic firefighter training. It will also provide suicide awareness training to firefighters and EMTs and make suicide intervention training available to support teams embedded in fire departments.

These standards will have a meaningful impact on the fire service. Stakeholders, including Cal Cities, the California Firefighter Joint Apprenticeship Committee, California

Fire Chiefs Association, and State Fire Marshal Office, are already developing an implementation plan.

“Our men and women serve on the front lines of our communities, often providing critical intervention during unimaginable tragedy,” said Christian Tubbs, the president of the California Fire Chiefs Association and fire chief for the Southern Marin Fire District. “Equipping our men and women with the skills and abilities through mandated training, by providing peer-to-peer suicide prevention intervention, is a necessary first line of defense against this epidemic.”

A firefighter’s job is no longer about putting the wet stuff on the red stuff. The demands of the modern fire service can often have a negative impact on firefighters’ mental health. Statewide programs like AB 662, combined with local programs like Oxnard’s, will provide firefighters with tools to bounce back from traumatic events and keep their communities safe.



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Continuation of Virtual Meetings

LEAD DIVISION: N/A

RECOMMENDED MOTION: Suggested Action: The Fire Chief Recommends that the Board of Directors invoke AB361 which results in the continuation of virtual meetings for the next thirty days until the proclaimed state of emergency expires, the public health orders change, or we seek a thirty day continuation of the Resolution.

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

[Staff Report AB361 November Mtg.pdf](#)

PREPARED BY: Chris Tubbs

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



Southern Marin Fire Protection District

Board of Directors

Thomas Perazzo, President, Cristine DeBerry, Vice-President, Ashley Raveche, Secretary
Kurt Chun, Pete Fleming, Cathryn Hilliard, Stephen Willis

STAFF REPORT – Continuation of Virtual Meetings

Date

November 16, 2022

Topic

Continuation of Virtual Meetings

Summary

Governor Newsom signed Assembly Bill (AB) 361, which allows for the continuation of virtual meetings by local government public agencies. The requirements that allow invoking AB361 exist in the Southern Marin Fire Protection District and the Fire Chief recommends the continuation of Virtual Meetings by Board Action. At the October 27th Board Meeting the Board passed Resolution 2021/2022-06 which authorized the continuation of virtual meetings per AB 361.

AB 361 requires that each month the Board of Directors evaluates the need for virtual meetings, and if virtual meetings are still needed based on the criteria in AB361, the Board takes affirmative action to continue with virtual meetings for the following month.

Background

On September 16, 2021, Governor Newsom signed Assembly Bill 361 (2021-2022), which incorporated into California state law some aspects of the teleconferencing / virtual meeting rules that have applied by Executive Order, N-29-20, to local public agencies during the COVID pandemic. Notably, because AB361 included an urgency measure, the law was immediately effective as of the date of the Governor's signature. AB361 provides that it sunsets on January 1, 2024.

To invoke AB361 for the first time, there must be a "proclaimed state of emergency", as there is by order of the Governor.

Additionally, one of the following circumstances must exist:

1. State or local officials have imposed or recommended measures to promote social distancing.
2. The meeting is held to determine, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

3. The majority of the legislative body has voted that, as a result of the emergency, meeting in person would present imminent risk to the health or safety of attendees.

To invoke AB 361 for subsequent public meetings, one of the following three circumstances must exist:

1. The proclaimed state of emergency must remain active; **or**
2. State or local officials have imposed or recommended measures to promote social distancing; **and**
3. Not later than 30 days after teleconferencing for the first time under the AB361 rules, **and every 30 days thereafter**, the legislative body shall make the following findings by majority vote:
 - a. The legislative body has reconsidered the circumstance of emergency, and at least **one** of the following circumstances exist:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
 - ii. State or local officials continue to impose or recommend measures to promote social distancing.

Conclusions

The Governor has proclaimed a state of emergency as a result of the pandemic. In Marin County, the Public Health Department has stated that the COVID 19 virus still poses a public health risk. Furthermore, Marin County Public Health requires that all persons in public facilities, regardless of vaccination status, must wear face coverings to help slow the spread of the virus.

The State recommends following CDC guidelines which includes continuing of Social Distancing to help reduce the risk of the virus spreading.

Therefore, based on current Public Health Orders, the Board of Directors Meetings meet the criteria listed for invoking AB361 for the first time.

The continuation of invoking AB361 and meeting virtually will require Board Action each month.

Recommendation

The Fire Chief Recommends that the Board of Directors invoke AB361 which results in the continuation of virtual meetings for the next thirty days until the proclaimed state of emergency expires, the public health orders change, or we seek a thirty-day continuation of the Resolution.



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Emergency Preparedness Strategic Plan Template

LEAD DIVISION: N/A

RECOMMENDED MOTION: Suggested action: Receive Staff report and Template Strategic Plan.

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

[Staff - Report Strategic Plan Template.pdf](#)

[Template_Strategic_Plan_Nov_2022.pdf](#)

PREPARED BY: Tom Welch

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



Southern Marin Fire Protection District

Board of Directors

Thomas Perazzo, President, Cristine DeBerry, Vice-President, Ashley Raveche, Secretary
Kurt Chun, Pete Fleming, Cathryn Hilliard, Stephen Willis

STAFF REPORT - Strategic Plan Template

Date

November 16th, 2022

Topic

Template Emergency Preparedness Commission Strategic Plan 2023 – 2026.

Summary

The attached Strategic Plan template was designed in collaboration with representatives from the various Emergency Preparedness Commissions and Disaster Councils in the District. The goal was to produce a document that can easily be adopted and adapted across the District.

Background

Led by SMFD Deputy Chief Tom Welch and Marin County Emergency Preparedness Coordinator, Elaine Wilkinson, the group discussed key objectives and introduced metrics and tasks around these that each jurisdiction can then be localized. Representatives present in the process were from the Mill Valley EPC, Sausalito Disaster Council, Tiburon Disaster Council, Marin County Cooperation Team and SMFD EDPC. The groups have been encouraged to personalize the document accordingly and to present to their city/town council for approval and adaptation in January 2023.

Conclusions

Having a guiding document for all local Emergency Councils and Commissions will raise awareness of the work being done with its clear objectives, and will also allow staff to support the various Strategic Plans in a more impactful manner.

Recommendation

Operations Chef and Marin County Preparedness Coordinator recommend that the Board receive the Staff Report and the attached Strategic Plan Template.

Attachments

Template Strategic Plan Nov 2022 – Emergency Preparedness Commission Strategic Plan 2023 - 2026



Emergency Preparedness Commission Strategic Plan 2023– 2026



The Mission of the Emergency Preparedness Commissions and Councils is to prepare, educate and build resilience.

This strategic plan is focused on an all-hazard approach: wildfire, earthquake, flooding/tsunami, critical infrastructure failure (including cyber attack, pandemic, landslide, and terrorist incident). This three-year plan will be reviewed annually by the members of each commission/council and amended as needed. There are three goals, each with their own objectives and metrics, so that each implementing body will be able to track and measure the success and impact of their work in their community.

BETTER TOGETHER



1. Build Awareness

Objective: Build external awareness among our communities and businesses, to include people, school leadership (superintendents, principals, staff, and parent leadership), faith-based organizations (FBO) and community-based organizations (CBO).

- Provide frequent, relevant, and equitable educational opportunities on all hazards
- Provide frequent, relevant, and equitable direct and indirect communications via mail, email, newsletters, outdoor media, and presence
- Provide community events such as drills and workshops.

Objective: Build internal awareness among emergency preparedness commissions and councils.

- Utilizing local first responders to partner with Emergency Preparedness Commissions (EPC)/Disaster Councils (DC) to identify educational opportunities that directly impact their community
- Building and maintaining relationships with schools, FBOs, CBOs, local businesses, and Chambers of Commerce to identify needs within those constituents
- Utilize existing data and tools (such as Zonhaven and community evacuation maps) to identify risks across regions (such as high wildfire risk areas, inadequate critical infrastructure, and flooding)

Metrics:

- Meet regularly with relevant staff members and ensure they are invited to Disaster Council meetings
- Conduct a minimum of 4 in-person educational events ensuring that delivery is in an appropriate manner for target audience addressing Accessible Functional Needs (AFN), multi generational, lingual needs, and literacy levels
- Utilize software to track social media posts, reach, and engagement of communications
- Track tabling and outreach presence at events

- EPC/DC members are known and meet regularly with representatives from city councils, schools, FBOs, CBOs, and local businesses/Chambers of Commerces
- Track local first responder public debriefs and lessons learned
- Ensure public feedback opportunities are created
- Install at least two community information boards per jurisdiction in public areas for emergency information and community events
- Produce relevant written materials and QR codes to be placed in libraries, recreation centers, community spaces, and at local events
- Develop and align communication channels to point to regional websites and newsletters



2. Prepare People

Objective: In collaboration with first responders, facilitate public education to promote awareness and preparedness for self-action in case of a major disaster or emergency.

- Promote CERT training program
- Promote Get Ready programs
- Promote Neighborhood Response Groups
- Promote earthquake risk awareness
- Develop and implement localized community training opportunities
- Collaborate with FireSafe Marin in the formation of FireWise communities
- Create and utilize existing opportunities to interface with the community (tabling events, volunteer appreciation, Memorial Day events, etc.) Work with first responders and community partners to create emergency preparedness information and distribute it to all residents and businesses
- Actively identify and collaborate with staff to procure grant funding
- Conduct annual and localized evacuation drills in partnership with first responders
- Be aware of community events where presence would be relevant

Metrics:

- Track the promotion of CERT and Teen CERT training via digital and non digital communications
- Facilitate Get Ready program
- Implement four localized training opportunities per year.
- Provide emergency preparedness information to all residents and local businesses
- Utilize software to track social media posts, reach and engagement of communications
- Track tabling and outreach presence at events
- Track participation at events such as drills



3. Build Community Resilience

Objective: In collaboration with first responders, build resiliency to prepare organizations, businesses, Community-Based Organizations (CBOs), and Faith-Based Organizations (FBOs) for self-action and service in case of a major disaster or emergency.

- Build business resilience - work with local council, local agencies and Chambers of Commerce to develop a continuity of operations, emergency operations plan and disaster recovery plan for business owners
- Educate business owners and their staff in disaster preparedness and response, taking into account any AFN and multilingual requirements
- Build CBO and FBO resilience - work with local council, local agencies and Chambers of Commerce to develop a continuity of operations, emergency operations plan and disaster recovery plan for CBO and FBO
- Promote the work of the EPC/DC to encourage community members to join volunteer groups that help prepare for future disasters and emergencies.

Metrics:

- Recruit and track businesses, CBOs, and FBOs to complete continuity of operations plans, emergency operations plans, and disaster recovery plans (infrastructure)
- Promote training opportunities
- Create recognition programs for both volunteers and business owners



In Conclusion

In addition to the three outlined goals, the EPCs/DCs will provide local councils with updates during regularly scheduled meetings. The EPCs/DCs will continue to evaluate and analyze their work and include this in their annual report along with determining the progress of the goals.

[Chair]

_____	_____	_____
[First name]	[Last name]	[Title]

[Vice Chair]

_____	_____	_____
[First name]	[Last name]	[Title]

Consult your own legal counsel about exact wording
This document is meant to serve as a reference



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Southern Marin Fire Protection District Quarterly Report - July - Sept 2022

LEAD DIVISION: N/A

RECOMMENDED MOTION: Suggested Action: Receive report.

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

[District Q3 Report .pdf](#)

PREPARED BY: Tom Welch

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



Southern Marin Fire Protection District

Board of Directors

Tom Perazzo, President, Cristine De Berry, Vice-President, Kurt Chun, Stephen Willis, Ashley Raveche, Pete Fleming

STAFF REPORT – Quarterly report developed for the Southern Marin Fire Protection District.

Date

November 16, 2022

Topic

Southern Marin Fire Protection District Quarterly Report

Summary

The Southern Marin Fire Protection District operates three main service divisions (Administration, Operations, Community Risk Reduction). Metrics for Operations, Community Risk Reduction, and Communications have been assembled for review in Attachment 1. The quarterly report reviews July 1, 2022 to September 30, 2022.

Background

The Southern Marin Fire Protection District focuses on providing the best possible service contributing to the greater Southern Marin Community's reputation as a safe, friendly, economically thriving community to live, work, learn, play and visit. The mission is achieved by providing the highest quality local and regional community risk reduction, suppression, emergency medical services, rescue, marine response, disaster preparedness, and community education services possible within the resources provided. The District's staff are professional, proud, compassionate, highly trained, and committed to utilizing state-of-the-art technology to deliver services that meet or exceed the expectations of our community.

Operations/Training:

This portion of the quarterly report provides operational information relative to our deployment of services. One of the biggest threats to a community is a rapidly evolving incident, such as a wildland fire or house-to-house burning in an urban setting. If left unchecked, it can expand the community damage and citizen threat. The results from a catastrophic incident can be far-reaching and adversely affect community services, government economic sustainability, and resident confidence in provided core services. Measuring the number and types of fires quantifies the level of threat or risk assumed by a community.

The subcategories examined that define Operational Readiness and Effectiveness include:

1. Response Times Analysis
2. Emergency calls for service by type
3. Fire causes
4. Training by subject

Southern Marin Fire Protection District's operational response is closely linked to assessing community risk and local hazards. The complex evaluative process is distilled into three primary buckets:

1. Probability (likelihood) of an incident occurring.
2. Consequence (magnitude) of an incident on the community.
3. Impact (effect short and long term) of an incident on the department's response system and the community's ability to function.

Associated with the frequency and type of incidents, the probability evaluates incidents occurring in a region, area, or neighborhood. By assessing the demographic, social, and physical characteristics of where the incidents have occurred, the fire department can analyze to ensure the best possible deployment for future events. Consequence is a measurement of the outcome based on the type of incident. The consequences of an emergency incident result from a combination of the risk level associated with hazards present, the event's duration and nature, and the response interventions.

Consequences are divided into four basic categories:

1. Life – Civilian and firefighter injury or loss of life
2. Property - damage or loss
 - a. Infrastructure damage or loss
 - b. Property saved
3. Environment – damage or loss

Impact is the measure associated with the effects (outcomes) of the incident. The Mill Valley Fire Department and the Southern Marin Fire Protection District deployment is a product of risk/hazard evaluation known to the community. It is an ongoing and iterative process as community demographics evolve and impact our response data. The data provided in this section helps to inform the reader relative to the "what" both departments are providing relative to service.

Training represents a significant body of work for the Southern Marin Fire Protection District. Preparing our staff for response occurs on a 3 to 1 ratio of training to service delivery. Preparing our team to a professional level of competent response, staff must be trained to a level where critical life-saving operations can be achieved safely under various inhospitable conditions such as day or night, wet, dry, or windy conditions. Second, our staff needs to possess a blend of experiences through comprehensive training or, more importantly, a range of actual calls for service. Experienced combined with rigorous training lends itself to positive outcomes and meeting community expectations. The third element is behavioral. Behaviors ensure that our staff is operating with a sound code of ethics. Our programs are enhanced, evolving, and learning based on sound science, competent training, and a blend of experience. Below is a list of training subjects reviewed, practiced, and perfected relative to this quarterly report.

Community Risk Reduction (aka Fire Prevention):

Both Operations and Community Risk Reduction (CCR) work hand in hand to keep our community safe, vibrant, and economically healthy. This quarterly report has provided information relative to architectural plan review times, construction and occupancy inspections, financials, vegetation management projects, education, community outreach, and social media outreach. All elements provide outputs regarding efforts that, when linked together, culminate in many positive outcomes that meet community expectations.

Conclusions

Metrics provide essential data points for our community and leaders to understand. Enabling comparisons against established standards, metrics offer a brief snapshot of the Fire Department's

current activities and performance. Regular reporting is essential for the community and the board to ensure that the Fire Department meets objectives and standards.

Recommendation(s)

Receive report.

See Attached Documentation

Attachment 1 – July 1, 2022 to September 30, 2022 SMFD Quarterly Report

SOUTHERN MARIN FIRE DISTRICT

QUARTERLY REPORT JULY – SEPTEMBER 2022

OPERATIONS, PREVENTION & COMMUNICATIONS REPORT



SOUTHERN MARIN & MILL VALLEY FIRE

**Better
Together**



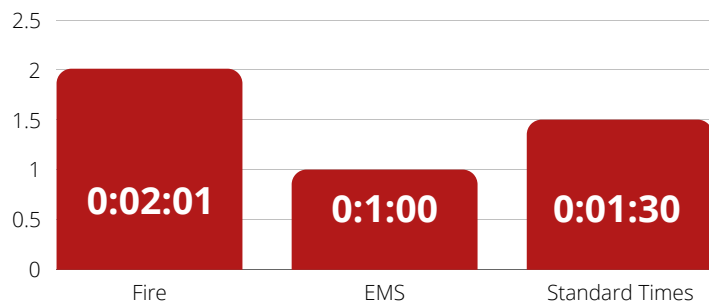
SAFER FOR YOU. SAFER FOR US. STRONG GOVERNANCE.

OPERATIONS

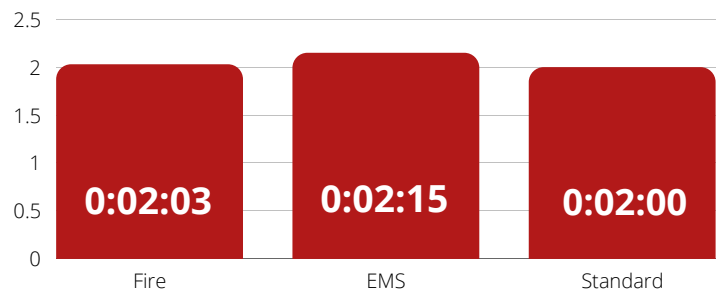
One of the biggest threats to a community is a rapidly evolving incident, such as a wild land fire or house to house burning in an urban setting. If left unchecked, it can expand the community damage and citizen threat. The results from a catastrophic incident can be far-reaching and adversely affect community services, government economic sustainability, and resident confidence in provided core services. Measuring the number and types of fires quantifies the level of threat or risk assumed by a community.



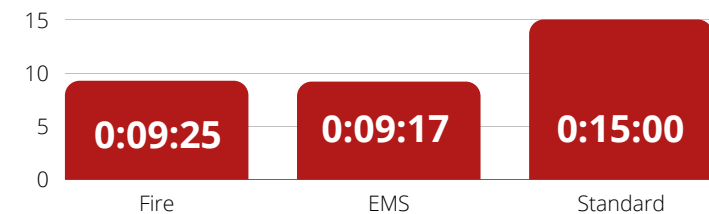
DISPATCH TIME: FIRE / EMS



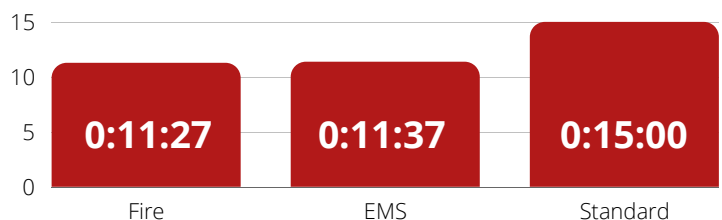
TURNOUT TIME: FIRE / EMS



TOTAL DRIVE TIME: FIRE / EMS



TOTAL RESPONSE TIME: FIRE / EMS



OPERATIONAL READINESS & EFFECTIVENESS

- 1 > Response Times Analysis
- 2 > Emergency calls for service by type
- 3 > Fire causes
- 4 > Training by subject

TYPES OF CALLS

23
FIRES

228
GOOD
INTENT

793
RESCUES
/ EMS

68
FALSE
ALARM

28
HAZARDOUS
CONDITIONS

4
SPECIAL
INCIDENT

108
SERVICE

MAJOR INCIDENT BREAKDOWN

1.83%
INCIDENTS ARE FIRES

63.19%
INCIDENTS ARE RESCUE & EMS

2.23%
INCIDENTS ARE HAZARDOUS
CONDITION (NO FIRE)

8.61%
INCIDENTS ARE SERVICE CALL

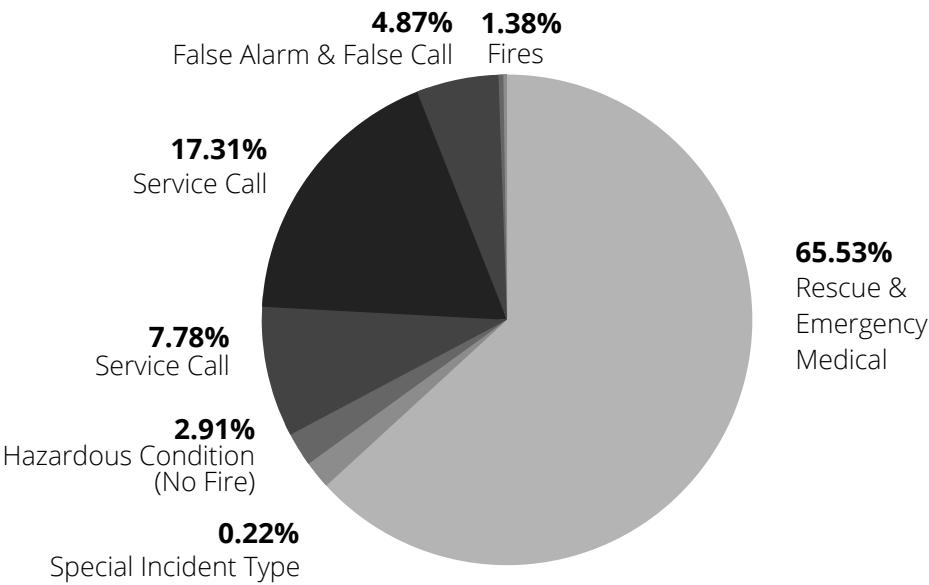
18.17%
INCIDENTS ARE GOOD INTENT CALL

5.42%
INCIDENTS ARE FALSE ALARM &
FALSE CALL

0.32
SPECIAL INCIDENTS

BREAKDOWN BY MAJOR INCIDENT

TOTAL NUMBER OF INCIDENTS: 1,255



CONSEQUENCES BREAKDOWN

Consequence is a measurement of the outcome based on the type of incident. The consequences of an emergency incident result from a combination of the risk level associated with hazards present, the event's duration and nature, and the response interventions. Consequences are divided into three basic categories:

1. **Life** – *Civilian and firefighter injury or loss of life*
2. **Property** – *Damage or loss*
 - a. Infrastructure damage or loss
 - b. Property saved
3. **Environment** – *Damage or loss*

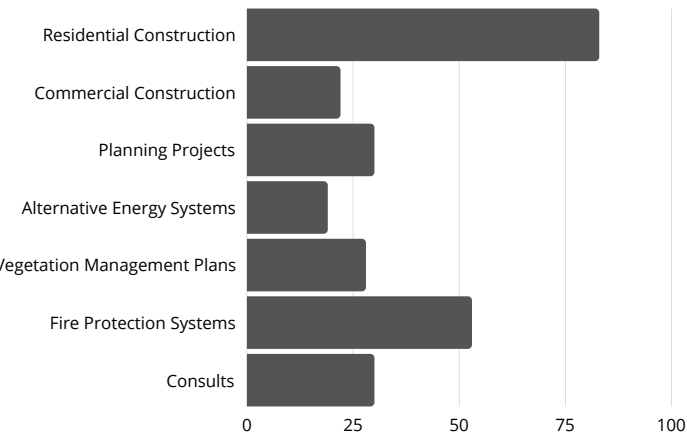
**TOTAL # OF TRAINING HOURS FOR 75 MEMBERS
COMPLETIONS: 1,621 DURATION (HOURS): 3,354**

TRAINING COURSES

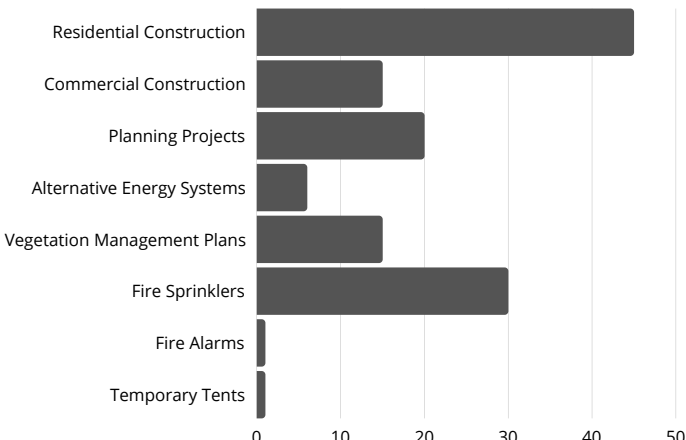
- Confined Space (lock out tag out)
- Sexual Harassment
- State Ethics AB - 1234
- Heat Illness Prevention
- Vehicle Extrication
- Low Angle Rescue
- PPE Drills
- SCBA Drills
- Probationary Training

PREVENTION

TOTAL # PLAN REVIEWS: 265

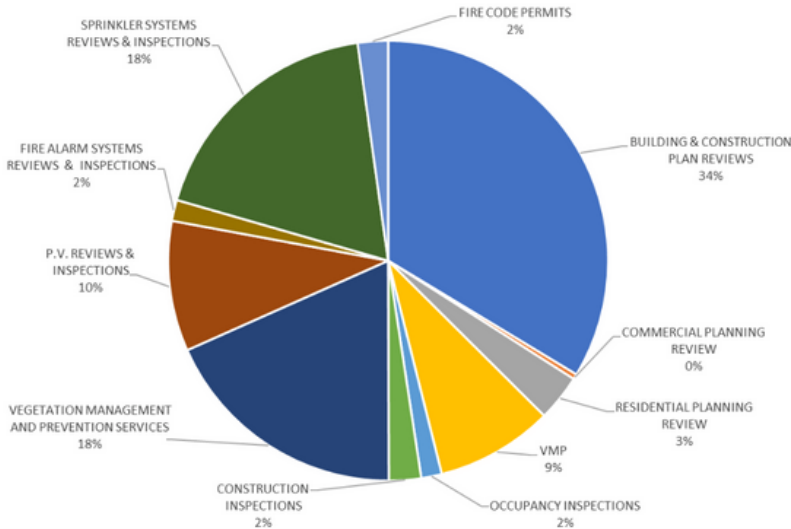


TOTAL # PERMITS ISSUED: 133



SMFD PREVENTION FEES COLLECTED – TOTAL: \$85,875.00

July - September, 2022



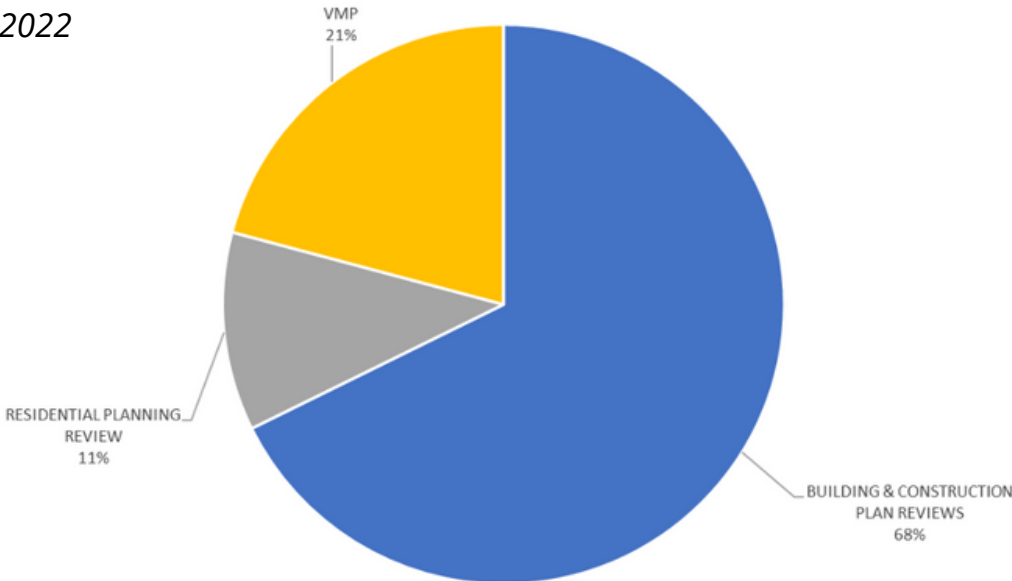
COLLECTED BY CATEGORIES



Please note:
The vegetation management and prevention services covers all jurisdictions in Southern Marin Fire District and City of Mill Valley combined.

MVFD PREVENTION FEES COLLECTED – TOTAL: \$14,627.00

July - September, 2022



PREVENTION PROJECTS

TOTAL # INSPECTIONS: 626

Type: Construction

Number Completed for Mill Valley and the District

- **54** Close-In/Scope Check Inspections
- **68** Rough Hydro (Fire Sprinklers)
- **73** Construction – Final Inspection
- **26** Vegetation Inspection
- **40** Alternative Energy Systems
- **52** Occupancy/State-Mandated

Type: Vegetation Management

Vegetation Management Inspections combined for both agencies

- **25** Complaint-based/Hazard
- **245** Vegetation (D-Space)
- **40** Re-Sale Inspections

INVESTIGATIONS: 1

200 BUCHANAN DRIVE, SAUSALITO

On September 1st, 2022 - Fire crews arrived at the scene of a structure fire with heavy fire and smoke coming from the rear of the “A” framed wood structure. Fire entered the home from the back deck area and was contained in the bathroom/laundry room area with some smoke damage to the main part of the structure. Fire investigation concluded the fire origin was on the back deck then moved into the structure before being extinguished by fire crews. Cause was unknown but investigators could not rule out a faulty extension cord or possibly a fiberglass sauna.

VEGETATION MANAGEMENT PROGRAMS

- **17.5 MILES CLEARED:** PAVED ROAD FUEL REDUCTION
- **6 TOTAL:** CHIPPER WEEKS
- **45 CHIPPER REQUESTS:**
 - 98 HOMES
- **8** FIREWISE COMMUNITY MEETINGS
- **17** FUEL BREAKS & VEGETATION REMOVAL PROJECTS
- **2** FIRE ROAD CLEARINGS
- **35** HOME ASSESSMENTS

Total Number Completed for MVFD & SMFD



PUBLIC EDUCATION & SPECIAL PROJECTS

LRAD INSTALLATION – SEPTEMBER 2022

Four new sites were installed across the District to provide additional coverage to the communities of Tiburon, Mill Valley, and Sausalito. Testing of the new system was completed on October 1st, 2022. Fire Inspector Nau held two Sausalito community meetings on September 15th & 16th via Zoom, titled “Getting Ready with LRAD”, to educate the public about LRAD in Sausalito and the Did You Hear It campaign. This provided an opportunity for Q&A on the topics. 550 invitations were sent out to the residents in the surrounding areas and the entire city was invited through social media and the Sausalito Currents.



NEIGHBORHOOD COMMUNITY EVENTS

- Fire Inspector Marshall Nau joined Leah Curtis, NRG Coordinator, for Sidewalk CPR and Fire Extinguisher training in the park for a community potluck event in September 2022.
- Fire Inspector Nau presented the Firewise USA program to the Tiburon Hill Estates HOA on September 27th, for potential creation of a new Firewise USA community of 190 units. The HOA board voted in favor to begin the process with SMFD.
- Volunteer Fuel Break Opportunities at Tam High : SMFD participated in a vegetation clearing and campus beautification event at Tam High with students. This event allowed us the opportunity to connect with students and talk to them about the importance of wildfire resilience and emergency preparedness.



LIBERTY SHIP E-NEWSLETTER



The e-newsletter serves as another channel to share information and education with our community.

SUBSCRIBER GROWTH



3,139

JULY

3,485

SEPTEMBER

3 MONTHLY E-NEWSLETTERS WERE SENT FROM JULY TO SEPTEMBER 2022

Content includes: recent happenings at SMFD, fire & life safety tips, events/activities, and more.

INSTAGRAM



4,114
FOLLOWERS



29.5%
FEMALE



70.4%
MALE

TOP INSTAGRAM POST 9/14/22

CONGRATS NEW FIREFIGHTERS

- **1,533** PEOPLE REACHED
- **218** POST ENGAGEMENTS
- **212** LIKES
- **15** SHARES



TOP INSTAGRAM REEL 9/28/22

PATIENT TRANSFER DRILL

- **10,332** PEOPLE REACHED
- **10,308** VIEWS
- **338** LIKES
- **13** SAVES
- **19** SHARES



154
POSTS

17,541
ENGAGEMENTS

127,627
REACH

TWITTER



4,498
FOLLOWERS

207
TWEETS

2,081
ENGAGEMENTS

135,101
REACH

TOP TWITTER POST 9/27/22

INCIDENT UPDATE

- **8,253** IMPRESSIONS
- **233** ENGAGEMENTS
- **130** DETAIL EXPANDS
- **11** LIKES
- **9** RETWEETS
- **78** PROFILE CLICKS



FACEBOOK

4,798
FOLLOWERS

♀ **46.3%**
FEMALE

♂ **53.7%**
MALE

175
POSTS



AN AVERAGE OF
1.9
POSTS PER DAY

17,837
ENGAGEMENTS



AN AVERAGE OF
198.1
ENGAGEMENTS PER DAY

103,076
IMPRESSIONS



AN AVERAGE OF
1,145
IMPRESSIONS PER DAY



NEXTDOOR



23,685
MEMBERS



76%
OF 17,352
HOUSEHOLDS



201,948
REACH



262,012
IMPRESSIONS





STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Approval of the October 26, 2022 Board of Directors Meeting Minutes

LEAD DIVISION: N/A

RECOMMENDED MOTION: Suggested Action: Approve Minutes.

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

[BOD Meeting Minutes Oct 26 2022.pdf](#)

PREPARED BY: Mariya Weinberg

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



Southern Marin Fire Protection District

Board of Directors

Thomas Perazzo, President, Christine DeBerry, Vice-President, Ashley Raveche, Secretary
Kurt Chun, Pete Fleming, Cathryn Hilliard, Stephen Willis

Board of Directors Meeting Minutes Wednesday, October 26, 2022

1. CALL TO ORDER

The Southern Marin Fire District Board of Directors meeting was called to order by President Perazzo at 6:01 PM in the Board meeting room at SMFD Headquarters, 28 Liberty Ship Way, Suite 2800, Sausalito, CA 94965, Via Zoom Video <https://zoom.us/j/3435788058> and via Zoom Tele-Conference Call, phone number *67 +1-301-715-8592, Meeting ID/Pin # 3435788058.

2. ROLL CALL

BOARD MEMBERS: ATTENDING IN PERSON: President Perazzo.

ATTENDING VIA ZOOM MEETING: Vice President DeBerry, Director Fleming, Director Hilliard, Director Willis.

ABSENT: Raveche, Chun.

STAFF: ATTENDING IN PERSON: Chief Tubbs, Chief Welch, Chief Peterson, Chief Hilliard, Clerk of the Board Mariya Weinberg, and IT Coordinator Russ Jaycox. **ATTENDING VIA ZOOM MEETING:** Chief Peterson, Finance Manager Alyssa Schiffmann, Communications Coordinator Elysha Omoomy, Vegetation Management Specialist Jesse Figoni and Fire Prevention Specialist McKenna Ramiro.

OTHER PARTICIPATING SMFD/MVFD Personnel/Associates: (Via Zoom Meeting): Association President Ben Powers, and Paramedic Tim Pratt.

Additional Attendees: none that actively participated.

3. PLEDGE OF ALLEGIANCE

4. AGENDA ADJUSTMENTS AND APPROVAL

None.

5. OPEN TIME FOR PUBLIC EXPRESSION:

President Perazzo and the Board Clerk invited the public to participate either via Zoom Meeting or via the telephone, asking to limit expression to 3 minutes per attendee. No members of the public are attending in person, due to the COVID-19 "Shelter-in-place" order. There was no one wishing to make public comment.

6. PRESENTATIONS AND RECOGNITIONS

6.a Administering the Oath of Office to our newly promoted Battalion Chief /Training Officer, Adam Vollmer

Chief Tubbs shared some background about Chief Vollmer's education, accomplishments and career with SMFD. Chief Vollmer has been with the District since May of 2006, starting as a reserve firefighter, and working through the ranks of firefighter engineer, captain and now Battalion Chief. Prior to SMFD, Chief Vollmer worked as a seasonal firefighter for Marin County Fire Department, and went on to CalFire. Chief Tubbs enumerated Chief Vollmer's education, training, certifications and professional designations. Chief Vollmer is a member of a number of California specialized rescue teams. He is a rescue swimmer, and a rescue watercraft operator. Chief Vollmer is an active instructor. He is on the Apparatus Specification committee, and assisted with design of E4, E604, R9 and T4. He is member of the Training and

Safety Committee. Chief Vollmer's other accomplishments are many. Chief Vollmer enjoys spending time with his family, and he appreciates all the support he receives from his wife Molly.

Chief Tubbs administered Chief Vollmer's Oath of Office. Chief Vollmer's wife Molly pinned his badge.

Chief Vollmer spoke about the honor that he is receiving. He expressed his thanks to all the mentors he has had along the way, including his captains at the Marin County Fire Department and CalFire, the senior team and his captains of SMFD. Chief Vollmer thanked his family, keeping it brief, so he would not get overcome by emotion. He also thanked all the personnel, from the newest firefighters and on, for helping shape his leadership style. Addressing all his SMFD teammates and leaders, Chief Vollmer spoke of respect and trust, which is to be earned. Chief Vollmer does not take his responsibility lightly, and will always strive to be a senior officer that the community, the senior staff, and all the members of SMFD need him to be.

7. CONSENT CALENDAR

7.a Correspondence and Information

This documentation is included in the meeting packet.

7.b Approval of the Tax Transfer Resolution by both the City of Mill Valley City Council and Southern Marin Fire Protection District Board of Directors is necessary prior to submission of The LAFCo application.

Resolution no. 2022/2023 - 02, A Resolution of The District Board of The Southern Marin Fire Protection District Accepting a Negotiated Exchange of Property Tax Revenues Between the City of Mill Valley and the Southern Marin Fire Protection District.

The Resolution document is included in the meeting packet.

Suggested Action: Approve of the attached Tax Transfer Resolution No. 2022/2023-02 for the annexation of fire services.

7.c Continuation of Virtual Meetings

The Fire Chief Recommends that the Board of Directors invoke AB361, which results in the continuation of virtual meetings for the next thirty days, until the proclaimed state of emergency expires, the public health orders changes, or we seek a thirty-day continuation of the Resolution.

Motion to accept Consent Calendar (Agenda items 7.a -7.c):

M/S: DeBerry/Willis

Ayes: Perazzo, DeBerry, Fleming, Hilliard, Willis

Abstain: none

Absent: Raveche, Chun

Noes: none

8. MEETING MINUTES OF PREVIOUS MEETING

7.a Approval of the September 28, 2022 Board of Directors Meeting Minutes

President Perazzo requested a Motion to approve the Minutes as presented:

Motion to approve the Minutes:

M/S: Hilliard/DeBerry

Ayes: Perazzo, DeBerry, Fleming, Hilliard, Willis

Abstain: none

Absent: Raveche, Chun

Noes: none

7.a Approval of the October 3, 2022 Board of Directors Meeting Minutes

The Board approved both the September 28 and October 3rd Minutes in a single motion and vote, referencing both documents and Agenda items.

Motion to approve the Minutes:

M/S: Hilliard/DeBerry

Ayes: Perazzo, DeBerry, Fleming, Hilliard, Willis

Abstain: none
Absent: Raveche, Chun
Noes: none

9. STAFF REPORTS

9.a Fire Chiefs Report

Chief Tubbs said there were a couple updates to the written report included in the meeting packet. After conducting the Captains promotional interviews this week, two individuals were promoted to fill the two positions. Those individuals are Jon Butler and Ian Hanson. The badge pinnings will take place at the next month's Board meeting. Also, Mariya Weinberg will become a permanent SMFD employee filling the Administrative Aide/Clerk of the Board position, starting as of October 30, 2022. She will be administered the Oath of Office at the November Board meeting as well.

Chief Tubbs added information regarding the Captains Promotional Exam held on October 20th, which is referenced on the bottom of page 63 of the meeting packet. That exam was attended by, and, in fact, facilitated by, HR Manager Susan Paterson.

Director DeBerry asked about the consent item informing us that the Sheriff will no longer be providing fire and EMS dispatch services. Chief Tubbs said that the Sheriff had left Marin Fire Chiefs know about a month and a half ago that the Sheriff's office would be exiting out of the fire/EMS dispatch business. During about the last two years, the Marin Fire Chiefs already started looking for other potential dispatch options. So now the Chiefs have escalated that analysis. The Sheriff said the effective date would be as of July 1, 2023. However, that date is unrealistic, and there have been subsequent meetings to establish a transition plan and a workable timeline. Also, Chief Tubbs is meeting with the Finance Committee on November 8th to work through the financial aspects of this situation. The options will be brought to the Board for consideration well in advance of having to commit to a decision.

9.b Finance Staff Report

Finance manager Schiffmann introduced this report, stating that she has nothing to add to the written report, and welcomed questions. There were no questions.

9.c Association Report

Association President Captain Ben Powers of the Southern Marin Firefighters Association delivered this oral report. Capt. Powers congratulated Battalion Chief Vollmer on his promotion. Capt. Powers has had a lot of experience working with Chief Vollmer during their respective careers at SMFD, and can't think of a better person to receive this post. He also congratulated Ian Hansen and Jon Butler on their promotions to Captain. The Association members are working with the Chiefs and Local 1775 to work out the final pieces that are needed for the LAFCo application, such as staffing letters, signatures, and contracts. Capt. Powers also mentioned working with some Board Directors relating to the upcoming November election. The Labor Group is really looking forward to the hiring process to fill the vacancies, so overtime put in by existing members can be reduced, promoting work-life balance. Capt. Powers thanked the Board for their patience during the multiple years of the Annexation process, and thanked them for the unanimous vote on October 3rd. The Labor groups are very much in support of the Annexation. Labor is looking forward to being one big family. President Perazzo said that we {the Board} very much agree with the idea of work-life balance, and also look forward to having a good Fire Academy in the Spring.

10. BOARD COMMITTEE REPORTS

1. Southern Marin Emergency Medical Paramedic System

Director Fleming reported that SMEMPS did not meet.

2. Shared Services Committee (Ad Hoc)

Director Hilliard reported that Shared Services Committee did not meet this month. Instead, on October 3rd, there was the joint meeting of the SMFD Board of Directors and the Mill Valley City Council. She is very gratified by the results.

3. Finance Committee

Per President Perazzo, the Finance Committee meeting this month went well, and the updates are included in today's meeting packet. We continue to have great finance reports.

4. Personnel Committee

Personnel Committee met, with Director Perazzo attending via phone, filling in for Director Willis. It was a short meeting, with the worker's comp numbers reviewed, and with hiring updates that were also covered earlier in today's meeting. There was a glossary of the abbreviation definitions added, as you see in today's report also.

5. Emergency & Disaster Preparedness Committee

Director DeBerry reported that the Emergency and Disaster Preparedness Committee met and discussed the LRAD system progress and testing, and evacuation drill updates. Director DeBerry said she was excited to see our partnership with the Marin Humane Society, on the topic of keeping pets safe during emergencies.

6. Building Committee (Ad Hoc)

Director Chun is not here to report, but President Perazzo said the Committee has not met.

7. FASIS (Advisory)

President Perazzo reported that on Monday he attended and FDAC/EBA meeting, via Zoom. FDAC/EBA is working towards merger with FASIS. EBA underwrites benefits for Fire Districts, Special Districts, Cities and Counties as well. This should not present a conflict for the merger.

Earlier today, Director Perazzo was in Sacramento at an in-person combined FDAC/EBA and the FASIS Board of Directors meeting. There was a financial statement to review. Also, a recent audit was discussed. They also talked about COVID-19 claims, and the extended State deadline. However, there are not many new claims coming in. Both sides want to continue towards a merger, and have chosen a new logo: FRMS (Fire Risk Management Services). This merger should take effect in July of 2023. They also talked about Risk Control Services that are available. We had our visit last year.

8. Marin Wildfire Prevention Authority (Advisory)

Director Hilliard reported on MWPA. The Board met. For the past six months, the Board has been working on the policy for the Executive Officer Evaluation, including criteria and increases. The policy was approved at this past meeting. The negotiations with the current incumbent are in process. Also, the Executive Officer discussed adding chipper days within the budget, starting in November. The Board discussed that COVID-19 emergency requirements will be removed soon, and in-person meetings are expected to resume in March 2023. The Board talked about working with IBHS Insurance to assist home owners obtain insurance policies or improve their insurance coverage situation. The Board received a presentation from former Board President regarding issues and strategies on dealing with biomass resulting from vegetation clearing. The Board approved an update to the Work Plan for the next year. The Board approved re-allocating grant funds into one bucket, as opposed to divided for the individual areas, to assist those agencies who have already expended all of their resident grant funds. Director Hilliard said that to increase grant program usage, SMFD should advertise to residents about availability of home inspections. Chief Tubbs said that we will do some follows up on our unspent grant funds. Chief Hilliard mentioned that we had already allocated additional \$100K to MWPA for resident grants, so he would like to get a little more information about how MWPA calculates the available grant funds/surplus. This will be investigated offline. Chief Tubbs said that staff had a meeting with Councilmember Steven Burke from Mill Valley today about the very topic of increasing citizen outreach. They discussed the possibility for the inspectors to provide more grant information to citizens as they are doing inspections, and also make application available in the field during the inspections. Director Hilliard said overall we are doing very well and were complimented in the report.

9. MERA Committee (Advisory)

Director Hilliard reported that the MERA Committee just met today. Director Hilliard is very enthusiastic about the new Executive Officer Heather Plamondon. She is very capable and great at making consultants and staff produce actual deliverables. Disappointingly, the project was originally supposed to be completed in 2019, but now, the projected completed time is 2024, and Ms. Plamondon is pushing hard to keep everything on track. There will be more work in the Opps Committee and the Advisory Technical Committee as the project moves forward.

11. Action Items

11.a Public Hearing and Adoption of the 2022 California Fire Code

President Perazzo stated that this is the 2nd reading and public hearing for adoption of the 2022 California Fire Code, as amended by the Southern Marin Fire District and read by title:

An Ordinance of Southern Marin Fire Protection District adopting and modifying the 2022 California Fire Code and Appendix A of the 2021 International Wildland-Urban Interface Code with amendments supported by local findings, prescribing regulations governing conditions hazardous to life and property from fire or explosion; providing for the issuance of permits for hazardous uses or operations; and defining the powers and duties of the risk reduction prevention and mitigation division and officers.

President Perazzo announced public comment. There were no members of the public wishing to make a comment, and President Perazzo closed the public comment.

President Perazzo announced the time for the Board to comment. No Board members made a comment, and President Perazzo closed the time for Board to comment.

President Perazzo asked for a motion for adoption of ordinance 2022/2023-01.

M/S: Willis/Hilliard

Ayes: Perazzo, DeBerry, Fleming, Hilliard, Willis

Abstain: none

Absent: Raveche, Chun

Noes: none

12. POLL OF THE BOARD

- *Vice President DeBerry*—Expressed congratulations to the two Captains and to the Board Clerk, whose promotions/hire were announced at this meeting. She also congratulated Chief Vollmer. Director DeBerry is interested in keeping an eye on the Sheriff dispatch cancellation issue, including budgetary and delivery of service aspects. She appreciates everyone's hard work. Great meeting!
- *Director Willis* – Shared his appreciation for the Board Clerk had work for SMFD, and always being able to answer his questions. He congratulated Chief Vollmer and Mrs. Vollmer, as well as Captains Butler and Hanson. Director Willis spoke about his recent experience with SMFD service. He mentioned how well and promptly things were handled, and thanked B and C shift personnel.
- *Director Hilliard*— Commended the Board Clerk for her excellent work, and thanked her for everything she does to assist the Board and Director Hilliard herself. Director Hilliard also congratulated Chief Vollmer, Jon Butler and Ian Hansen. She also thanked Chief Tubbs for the additional clarifying information in the HR report. She asked if HR is involved in DEI. Chief Tubbs said absolutely, HR is and was involved from the beginning.
- *Director Fleming* – Echoed the sentiments of the fellow Board Members. He congratulated all the promotions. He really appreciates what Chief Vollmer said about family, mentors, team and earning trust. He congratulated Jon Butler and Ian Hansen. Director Fleming said it's been a pleasure to work with the Board Clerk, congratulations on her hire, and looking forward to continued work together.
- *President Perazzo* – Congratulated the promotions and was very happy to see their glad acceptance of the new roles. He expressed the pleasure at Ms. Weinberg now being a full-time employee. He appreciates all she does to keep things on track. He mentioned a dinner with FASIS members he attended last night, where attendees had a lot of praise for SMFD, and showed a high level of respect for us. They especially mentioned Chief Tubbs and his accomplishments, including him becoming the President of CalChiefs. President Perazzo thanked the all Chiefs for all they are doing.

13. ADJOURNMENT – October 26, 2022.

Motion to Adjourn

M/S: Willis/Hilliard

Ayes: Perazzo, DeBerry, Fleming, Hilliard, Willis

Abstain: none

Absent: Raveche, Chun

Noes: none

Adjourned at 07:18 pm.



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Fire Chiefs Report

LEAD DIVISION: N/A

RECOMMENDED MOTION: Suggested Action: Receive report.

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

[Nov 2022 Fire Chiefs Board Report.pdf](#)

[Attachment P.pdf](#)

[Attachment P1.pdf](#)

[Attachment P2.pdf](#)

PREPARED BY: Chris Tubbs

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



Southern Marin Fire Protection District

Board of Directors

Thomas Perazzo, President, Cristine DeBerry, Vice-President, Ashley Raveche, Secretary
Kurt Chun, Pete Fleming, Cathryn Hilliard, Stephen Willis

STAFF REPORT

Announcements

- Tonight we are administering the Oath of Office to our newly promoted Captains, Jon Butler and Ian Hanson, and our newly appointed Administrative Aide, Mariya Weinberg.

Projects and Strategic Initiatives

Board Strategic Initiatives and Goals.

At the Annual Board Retreat, the Board of Directors adopts strategic initiatives which are in alignment with the organization's mission, and strategically move the organization towards its adopted vision. These initiatives are in addition to the day-to-day operations of the agency that ensure this agency delivers those critical services (our mission) to the community with compassion, professionalism, and dedication.

Culture - Diversity, Equity & Inclusion:

22/23 Initiative - As part of developing a formal written DEI plan as directed by the Board of Directors, take specific steps identified in a three-tier process for implementing hiring and recruitment initiatives in response to specific hardships, difficulties, or restraints, discovered through research efforts of the taskforce members, within the fire service, focused on developing equitable opportunities and institutional change for inclusion.

Tier 1

- Creation of a Career Track Chart. We are working with our communications coordinator to implement. Elysha Omoomy and Captain Nick Langlois are continuing final edits prior to posting and printing. **In progress**
- Webpage specifically dedicated to careers in the Fire Service and upcoming opportunities. Communications Coordinator should be ready to publish for the public. **Ready to be published for the public.**
- Participating in County wide projects and programs and supporting local efforts to increase opportunities in our community (i.e. FIRE Foundry program participation). **Continuing efforts.**

Tier 2

- Participation in local school career fairs. DEI Committee Chair is working with Emi Abe and Marin County Office of Education on opportunities to attend events come early 2023. **In progress.**
- Partnering and volunteering with local schools to provide career center information and promotional materials, mentorships, and specific programs. Coordinating efforts with Marin County EPC Elaine Wilkinson, Captain Langlois, and Fire Prevention Specialist Ramiro to prepare a program to bring introductory level fire and EMS education and activities to schools and local mentorship programs. **In progress.**
- Partnerships with local organizations/associations to get the recruitment opportunities to different demographics. Working with Sukh Singh and FIRE Foundry to create a presentation on fire and emergency preparedness in Spanish. Coordinating efforts with Marin County EPC Elaine Wilkinson, Captain Langlois, and Fire Prevention Specialist Ramiro to prepare a program to bring introductory level fire and EMS education and activities to schools and local mentorship programs. **In progress**
- Partnerships with other fire agencies to create shared opportunities for hiring and recruitment. **In progress.**
- Initiating open house events. **Not started.**

Tier 3

- Internship and volunteer opportunities in the District. DEI Committee Chair McKenna Ramiro, Fire Inspector Madison Mead, Battalion Chief Golden, and HR Manager Susan Paterson are working through the legal procedures in order to provide vegetation and fuel management volunteer opportunities to high-school aged children in our community. **In the beginning phases.**
- Grant and Scholarship opportunities. DEI Committee Chair McKenna Ramiro looking into grant opportunities at a federal and state level. **In the beginning phases.**
- Creation of a recruitment video. The video RFP is in the final review stages prior to going live. The review is being held at the Chiefs level at this moment, and then will elevate to legal review, pending no changes by any of the Fire Chiefs. The date for posting is still proposed for the first week of November. **In progress.**
- Mentorship opportunities with sports teams from local schools and agencies. The committee is working with a few seniors at Tam High, who are working with the fall sports teams to bring out the department for some workouts, similar to what we did with the football team. **Continuing progress.**

Consolidation:

22/23 Initiative: Based on the outcome of the Annexation Analysis and Decisions by the Mill Valley City Council, and the Southern Marin Fire Protection District, staff will develop and deploy a plan that will successfully aligns with the collective decision by the Southern Marin Fire

Protection District Board of Directors and the City of Mill Valley City Council regarding consolidation.

- On October 31, 2022, Chief Tubbs received confirmation from Marin LAFCo Executive Director Jason Fried, that the Application for Annexation had been received and deemed complete to move forward to the December 8, 2022 Marin LAFCo meeting.
- On November 2, 2022, Chief Tubbs completed and submitted the LAFCo Affected and Impacted Agency Consent form.
- LAFCo Executive Director Fried has provided SMFD with the legal language for public notification of the Annexation. This is scheduled to be published beginning November 16, 2022.
- Chief Tubbs has developed a draft internal annexation/consolidation plan for the internal team. We have identified the areas of internal work (23/24 budget impacts such as badges, signage and vehicle lettering and logos, etc), required as part of consolidating the two organizations. This work will be grouped into TaskForces and our staff will engage in selected taskforce work. The Chief will meet regularly with the Taskforce leads to ensure task completions and updates provided to all staff.

Fiscal Resiliency

- Complete and Submit Annual Comprehensive Financial Report (ACFR). **Our most recent ACFR (2021) is still “pending Review”. Our next report is due 12/31/22. Staff is working on the draft 2022 report.**
- Complete and Board Adoption of Final Budget. **Adopted at the September Meeting.**

Risk Reduction

- Staff was recently notified by Assemblymember Levine’s Office of our success in securing a direct budget allocation for \$907,500 for vegetation management work. The allocation was a part of the recently adopted California State Budget. The success of this funding application is in large part the result of the support of Supervisor Moulton-Peters, and Assemblymember Levine. We have contacted Levine’s Office looking for direction and next steps. **Funding Approved / awaiting direction from Levine’s Office.**

Operational Efficiency

- The SMFD Drone program, also known as the UAV (unmanned aircraft vehicle) program, has an assigned new lead in Inspector Marshall Nau. Working with Marshall Nau, Chief Welch recently published an internal recruitment process resulting in 14 individuals expressing interest in participating in the program. Work to date has been locking down the pilot certification/training process in-line with the District previously developed COA (Certificate of Authorization) with the FAA, developing an annual budget, and establishing a detailed community outreach program. Efforts are under way to reach out to regional partners, in both public and private sectors, that can assist in formulating a UAV working group to develop strategic safety plans for this program in our communal airspace. Additional work has been completed around future policy development and web page transparency for this program. Our goal remains to have the program up and running by the end of FY 2022/23. **In Process.**

- Develop and Adopt Capital Replacement Plan for Equipment (Begin Framework for future budgeting strategies). **In Process.**

Communications

- Conduct a Community Survey and Provide Report to the Board of Directors. **In Process. We have contacted and are coordinating with our vendor to begin the survey design process.**
- Complete Annual Report. **In Process. With the recent end to our fiscal year, we will begin the process of compiling the metrics to include in the Annual report.**

Other Projects

- CyberSecurity Policies (**new**). Chiefs Tubbs and Barnes, and IT Coordinator Jaycox and Finance Manager have drafted 19 cybersecurity-centric policies. Review process continues. **In Process.**
- Cybersecurity Assessment (new). IT Coordinator Jaycox submitted an application to FEMA's Cybersecurity and Infrastructure Security Agency (CISA) for a free scanning assessment service. This service is designed to assist and support local government agencies in identifying potential vulnerabilities and addressing those vulnerabilities. We have received the first of three scans and reports. The first assessment was related to our website, which is hosted by Granicus. Multiple vulnerabilities were discovered, though the associated risk is low. We are reaching out to Granicus to identify solutions to eliminate vulnerabilities. **In Process.**
- Problem Reporting System Project. **Completed.**
- Digital Information Boards Project. This fiscal year we will be installing First Arriving displays in each Battalion Chiefs Office. The chromebox units have arrived and will be installed in the coming weeks. **Completed.**
- Records Management Project. Records Management Project. This project has been focused on the collection and organization on all District documentation, both physical and digital. It also includes an update to records management policy, ensuring that we are in compliance with all current California and Federal Regulations. It further includes a review and update of the filing and naming conventions used for the management of all District records. The new records management software has been purchased and has been configured on the District Computer. Training will follow. **In Process.**
- Employee Handbook Project. The draft handbook is complete. **In Process.**
- Career Succession and Mentoring Plan Project. The draft succession and mentoring plan is complete. Staff will be finalizing the document in the coming months. **In Process.**
- Honor Guard. Firefighter Michael Ford is leading the effort to create an honor guard for the Fire District; the first ever for our agency. During this period Firefighter Ford has received interest from seven other members, including Prevention, to participate in the establishment of this program. We are working with an individual who wrote the manual for Honor Guards from the State of Washington and is a former Marine trained at the Marine Barracks in Washington DC. **In Process.**

- New Intranet. The new website that was launched last year, included a component that would allow for the creation and deployment of an internal intranet site. Our current intranet site is no longer supported and therefore we can only make minimal changes. Staff ensured that the new website would allow for the development of a new intranet site that we could change as needed. We will be launching a development process this fiscal year. **In Process.**

Operations & Training

Incident Response:

On October 30, 2022 Battalion Chief Doug Paterson managed a 3rd alarm structure fire at a storage facility on Redwood Hwy Frontage Rd., Mill Valley, CA. Engine 7 reported a working fire in the C section of the storage facility. Reporting multiple units involved, a quick 2nd and subsequent 3rd alarm was requested to assist with fire attack. Multiple engines with 2 ladder trucks were necessary to suppress the fire along with large hose stream management. Fire attack in coordination with vertical ventilation assisted with the preservation of several other units who only suffered smoke damage vs actual fire/water damage. The fire remains under investigation. The fire has provided many learning opportunities with the other two shifts visiting the fire site to study the fire progression and suppression techniques. Documentation of lessons learned is in progress, and will be shared with Marin County fire agencies for all to benefit.

The week of November 7th has seen enough rain to drastically lower the State's risk of wildfire seasons. As such, we have shifted our posture away from wildfire preparedness to flood response. Although there is a possibility of more wildfire season in the extreme southern part of the state, the likelihood is low, and our ability to respond is not diminished. A flood season outlook is forthcoming for the December Board meeting.

For this report, incident stats are not provided due to the Quarterly Report provided as one of the Consent agenda items.

Marin County Emergency Preparedness Coordinator Update

- Flood education and preparedness documents have been produced and translated into seven targeted languages for Marin City. The translation was done at no cost thanks to partnering with Supervisor Rodoni's office, SF Estuary and some multilingual community members.
- On November 16 there will be an Emergency Preparedness Training Day in Marin City that will be held in the Senior Center for Employees - this will cover disaster preparedness education, first aid skills and Incident Command basics.
- A second meeting with the Red Cross took place on November 9th and classes have been identified that will be offered as advanced training to County CERT members as well as some options for community members. The classes will be available through readymarin.org and are at a heavily discounted rate.
- As a request from Supervisor Rodoni's office, the Coordinator secured \$3000 from Cal Water to assist with the purchase of an ATV for the Dillon Beach Emergency Response Team.
- Working with regional CERT leads, a plan for 2023 is underway to engage current CERTs and to recruit new CERTs. In addition, the TEEN CERT has been offered to students at Archie Williams High School and will continue across the county as part of a County Community

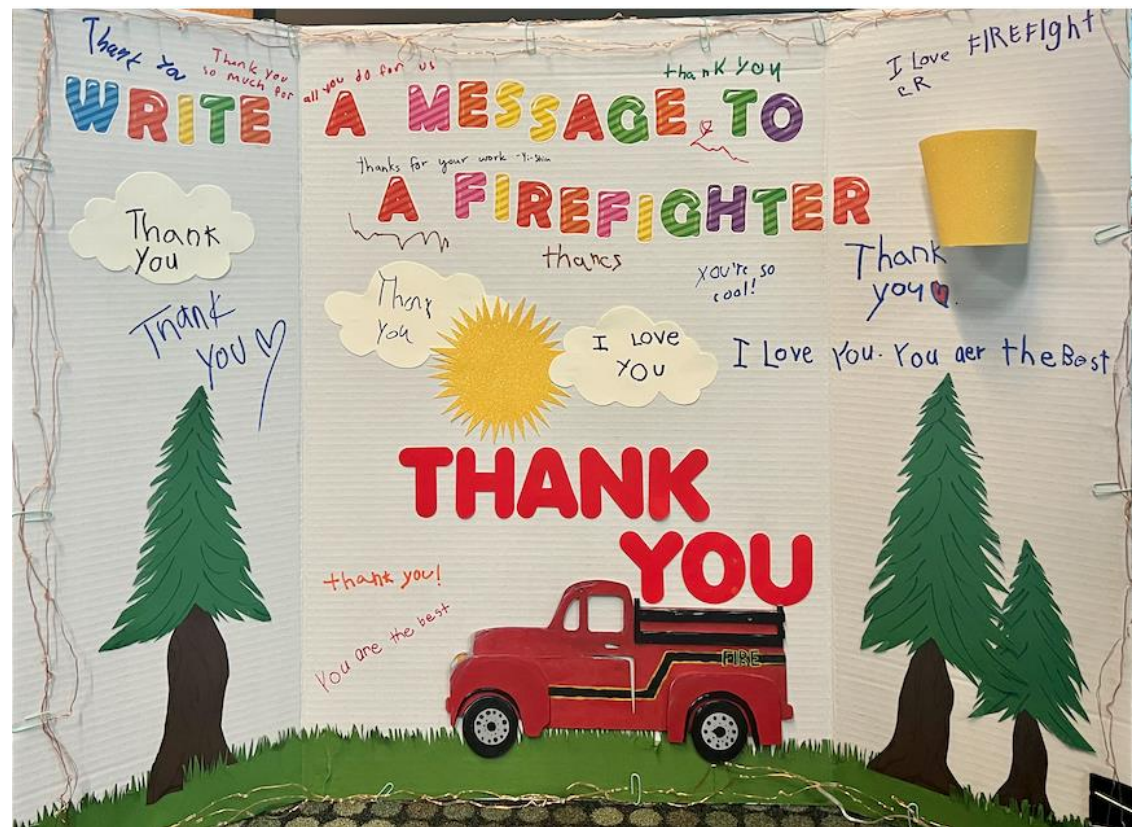
Service Fund Grant.

- Thanks to two community sponsors, readymarin.org has had free advertising in the Marin IJ during October and November.

Southern Marin NRG Coordinator Update

Events:

- Mill Valley Trunk or Treat:
 - Leah Curtis partnered with the Mill Valley Emergency Preparedness Commission and Michelle Terrell from the City of Mill Valley to host a “trunk” at their annual Halloween event. Over 1,000 residents were in attendance. The event provided many opportunities to talk to residents from Mill Valley and the surrounding communities about preparedness, hand out go bags from the MV EPC, and preparedness resources provided by the NRG Coordinator. Curtis made a “feedback board” for attendees to write a note to our firefighters, photo below. The event was so busy, there wasn’t a chance to direct people to it, but there were many messages from kids and families showing their appreciation.



- Block Captain Orientation:
 - At the end of October, the NRG Coordinator hosted a virtual Block Captain orientation for new and existing Block Captains around Southern Marin. There was less attendance than meetings over the Summer, but the meeting spurred a number of productive discussions and follow up interactions.
 - Due to the holidays in November and December, Curtis will host one more orientation in early to

mid-December to round out the year.

- **Earthquake Country Alliance:**
 - Coordinator Curtis is leading the organization of a webinar with Ross Valley's Emergency Preparedness Coordinator, Miranda Miller, in partnership with the Earthquake Country Alliance. The webinar will be live with a presentation on basic earthquake preparedness and response from the ECA, followed by a short discussion from a lead from Marin County Search and Rescue with a local perspective.
 - Leah will invite personnel from SMFD to be present and the invite will be widely distributed to NRGs, CERTs, and the public.
- **Semi-annual NRG Drill:**
 - The Coordinator created a simple guide for Block Captains on how they can participate in the drill, whether they are brand new or more experienced. Leah staffed a Neighborhood Command Post in Mill Valley with NRG and CERT volunteers from the community. A record number of Block Captains in this neighborhood called into the Command Post, where Curtis received their reports and responded to mock incidents. "Urgent" messages were then communicated by a trained CERT via radio to volunteers located across Mill Valley at Station 7. This was a great opportunity to engage with volunteers and experience first hand how Block Captains can function in a disaster.
 - Curtis will conduct a post-drill survey to gather feedback about community engagement, participation from Block Captains across Southern Marin, successes, and challenges Block Captains had during the drill. She is planning to work with Chief Welch to create a thank you letter to Block Captains that they can share with their neighbors reinforcing the importance of these interactions/drills.
- **Sausalito recruitment:** Leah Curtis is having ongoing discussions with Sausalito residents who are interested in or recently joined the NRG program. She is planning an in-person event, to be hosted in Sausalito in December, to meet with these residents, as well as the wider community. Location TBD, but the meeting room in Station 1 is being considered.

Muir Beach:

- Leah Curtis and Elaine Wilkinson have been working with Sarah Nesbitt, a Disaster Preparedness Neighborhood Liaison, to bring CERT training to the Muir Beach community. They plan to meet with the community to answer questions about the benefits of CERT training and how to participate.

Marin City:

- Leah Curtis is working with County EPC, Elaine Wilkinson, to deliver an emergency preparedness training day to the Marin City Senior Center. Training will cover basic preparedness at work/home, basic first aid, hands only CPR, Narcan, and AED use.

Personnel & Administration

- **Worker's Compensation:**
 - 2 members are awaiting an IDR⁽¹⁾ from MCERA
 - 2 members are on TTD⁽²⁾ leave

- 2 members are on LC4850⁽³⁾ leave

Workers Compensation Glossary:

Please note that these are brief summaries. Applicable labor codes should be consulted for full explanations and implications of these items.

⁽¹⁾ Industrial Disability Retirement (also referred to as IDR) is the inability to perform the usual job duties due to a work-related injury or illness. This classification is for safety members and agencies that specifically contract for this benefit.

⁽²⁾ TTD means that a worker's injuries have left them totally disabled and unable to work, but only for a temporary amount of time. If you receive TTD benefits, a portion of your wages, such as 70 percent, will be paid until you have recovered from your disability and are able to return to your previous job.

⁽³⁾ LC 4850 California Labor Code 4850 provides eligible public employees a paid leave of absence for up to 1 year after sustaining a temporary total disability (TTD) from an injury that arose from the course of his or her duties. During that year, the employee receives a salary continuation at their full rate of pay.

● Hiring Update:

The District will open a recruitment for the following:

- Firefighter - EMT
- Firefighter - Paramedic
- Lateral Firefighter - EMT
- Lateral Firefighter - Paramedic

Recruitment opened November 10, 2022 and closes November 28, 2022. Currently, we are hiring between 6-8 new employees. Please see SMFD.org for further information.

Logistics

● Station 1

- No report

● Station 4

- The earthquake retrofit and ADA remodel of the fire station project continues. The apparatus bay exterior supports are placed. Work continues on the inside due to the weather this week.
- A matter of significance, it was determined while cutting the concrete slab in the downstairs offices, that two of the original walls that needed to be sheared up for support did not have support footings. This was left out of the original construction of the fire house. Although this was an unforeseen complication and expense, we are glad we found, and will correct, this structural issue for the safety of our members.
- While the interior walls are opened up, we are making upgrades to the electrical and communication systems where needed.

- The cell tower and hardware have been removed by the carrier. The District had been renegotiating the cell tower lease over a year ago when the new owner, T-Mobile, submitted a 30 notice to remove all the hardware. Now, over a year later, the finally acted on the notice.
- **Station 9**
 - The new Unit 9 has been sent to WATCO for the installation of the safety lighting, radio installs and stripping.
 - The two new Fire Prevention pickups have also been sent to WATCo for light bars and stripping.

Prevention & Wildfire Risk Reduction

Fire Prevention Specialist Report:

- The revised City of Mill Valley and Unincorporated Mill Valley (Tam and Homestead Valley) evacuation maps are now available on Southern Marin Fire District's website, as well as Fire Safe Marin. The map was revised to include all the evacuation zones identified on Zone Haven. The evacuation routes and community refuge areas did not change through these revisions. The maps are able to be downloaded from either of the sites. These maps will be subdivided into smaller sections in order to create handouts for residents in 2023.

Fire Inspectors Report:

- Fire hydrant maintenance continues throughout the fire district and the City of Mill Valley this month. Currently engine crews have conducted 524 hydrant inspections and general maintenance in the district and 435 hydrants in the City of Mill Valley. We are quickly approaching 100% completion for the year.
- As the two agencies continue to combine fire prevention and operational services, we will be combining our KnoxBox key access to all line personnel using the KnoxBox Key Secure units on each of the first out apparatus. Each member uses a distinct code allowing access to the Knox key and tracks its use. In the next month we will be performing our annual inventor of all our keys and updating all the code in each unit.

VEGETATION MANAGEMENT PROJECTS

- Paved Road Fuel Reduction SMFD: Bay Vista Road, Birdsnest Lane, Bluebird Lane, Central Drive, Creekside Way, Crystal Court, Eagle Rock Road, Grace Lane, Neila Way
(ATTACHMENT P)
- Paved Road Fuel Reduction MVFD: Ethel Avenue, Mirabel Avenue, Wildomar Street, Janes Street (ATTACHMENT P1)
- Chipper Days SMFD: 11 homes served
- Chipper Days MVFD: 6 homes served

- Home Assessments, Hazard Inspections, Re-Sale Inspections SMFD/MVFD: 66 inspections, 14 re-inspections
- **Other Information SMFD:**
The Fire Prevention Division worked with CalTrans in their efforts of enhancing vegetation management along the E Blithedale Ave US-101 on-ramp starting on October 24 - November 18. Detailed maps of the location and a scope of work document was provided for the CalTrans right-of-way project. The scope of work for the project includes the removal of dead or dying vegetation, brush removal, limbing up branches and select hazardous tree removal - up to 10" in diameter. Additional areas of enhanced vegetation management are being reviewed by CalTrans that includes: Hwy 101 North and South lanes that are adjacent to Sausalito, and Shoreline Hwy.

The Fire Prevention Division worked on developing a strategy and planning criteria for both Southern Marin Fire and Mill Valley Fire local mitigation project implementation. Current efforts include developing a spreadsheet with information related to the progress of each project and dollar amount assigned. Additionally, a Request for Proposal (RFP) is being developed to be utilized for contractors to bid on vegetation management projects.

Madison Mead collaborated with Josh Everhart at Tamalpais Community Services District to facilitate vegetation clearing at Hawk Hill. This clearing consisted of limbing up trees, dead brush removal, pampas grass removal, scotch broom removal, and cutting grasses. This clearing helps ensure emergency vehicle access to the area.

- **Other Information MVFD:**
Madison Mead attended the Tiburon Get Ready to Go 94920 event. The event saw a great turnout and we were able to educate many residents about emergency evacuation, preparedness, defensible space, and wildfire resilience. Madison also attended the Shelter Ridge Evac drill with our NRG Leah, Chief Golden, and E7 crew. We were able to field many quality questions from the attendees ranging from evacuation and disaster preparedness to giving tips on increasing their defensible space.

The Fire Prevention Division in partnership with Marin County Parks coordinated additional vegetation management work to be completed along the MWPA Mill Valley Sheltered Fuel Break. The targeted areas are Escalon Drive, Glen Drive, Del Casa Drive, Del Casa Fire Road and Marlin Fire Road. The additional work includes the removal of invasive vegetation such as scotch broom, limbing up tree branches, and select dead tree removal. The goal of the project is to establish roughly 100'-150' of defensible space (depending on slope) for the adjacent structures. The shaded fuel break will help reduce fire risk for homes in the immediate and greater area.

- **Measure U Fiscal Charts:**
(ATTACHMENT P2)

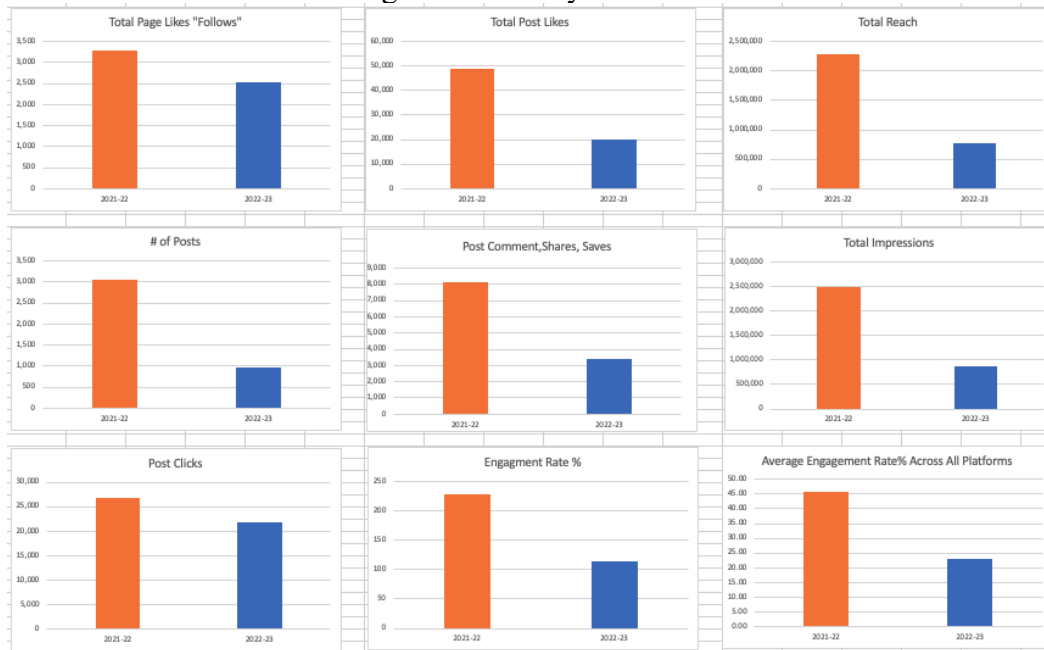
Communications & Outreach

- On November 1, 2022, [Southern Marin Fire District \(November\) Newsletter](#) was sent out to a total of **3,193** subscribers, with a total number of opens of **1,738**. In this e-Newsletter we

highlighted: SMFD Board of Directors' Meeting information, October SMFD Incidents, Vegetation Projects, Operations and Personnel Promotions, and Cooking/Holiday Safety Tips. E-Newsletter statistics: Top 3 clicked on articles: Structure Fire Incident (**133 clicks**), Caltrans E Blithedale Veg Project (**57 clicks**), and Facebook shares (**52 clicks**). As of November 2nd, there was a **54.4% Open Rate**. Industry average open rate is 33.9%. Also, there was a **7.3% Click Rate**. Industry average click rate is 4.7%.

- October Safety and Educational Messages were digitally communicated across social media, Nextdoor, and e-Newsletters consisted of the following top subjects: Fire Prevention Week, Earthquake Safety, SMFD operational drills and incidents, and Halloween Safety.
- Media Coverage: received **15 mentions** from various news media outlets such as [Marin IJ](#), [Yahoo News](#), [CBS News](#), and [SF Gate](#).
- On October 2, 2022, Southern Marin Fire Protection District immediately posted to [Twitter](#) incident alert status updates regarding the vegetation fire along Hwy 101. These tweet updates were retweeted by news media outlets like Wildfire Incidents and social media influencer Scott Manley. Due to this fire, we received over **21k impressions** within a 24 hour period. Southern Marin Fire District will continue to be proactive and inform community members of emergency incidents.
- On October 3, 2022, Southern Marin Fire District received an **81** out of 100 on our [Special District Outreach Score](#). This puts the District among the very best districts at reaching out to the public. This year's special districts received an average score of 43 out of 100 factoring in public website, active social media presence, active newsletter, referral links to the Special District's website, and website visitors. Southern Marin Fire District is excited to share this news as well as benchmark this progress as we ramp up our outreach efforts.
- Fire Prevention Week 2022: The Southern Marin Fire District teamed up with the National Fire Protection Association® (NFPA®)—the official sponsor of Fire Prevention Week—to promote this year's Fire Prevention Week campaign, "Fire won't wait. Plan your escape.™" NFPA also celebrated its 100th Anniversary of Fire Prevention Week which educates residents and children on fire safety. To commemorate this milestone, Marin Independent Journal reported on [how to be prepared to survive a house fire](#) which highlights tips on planning and preparing for house fires. Please also see the full text of the article in the Correspondence and Information section of today's packet
- On October 19th, [an operations drill video](#) that was previously shared on September 29th through social media platform, Facebook, went viral reaching over **1.5M people**. Due to the nature of this viral post, we received over **20k "Likes" or reactions, 227 Shares, and 1300 new Facebook Agency Page Follows**. Southern Marin Fire District is excited over the success of this post and will continue to take photos and videos to share across our social media networks informing residents of our day-to-day operations. The power of this type of content helps builds trust and transparency to the District we serve. This content also serves as a recruiting tool attracting new visitors to our website and social media channels.
- October social media analytics are: 1,545 new follows, 176k individuals reached, 189K Impressions, 472 post comments, shares and likes, 18.83% engagement rate, and 3,132 post likes.

- October website analytics include: 3,041 users (down by 1.91%), 2,826 new users (down by 2.65%), 4,144 sessions (down by 2.44%), 61.05% bounce rate (up by 0.84%), 2.40 pages views (up by 0.42%), and 00:02:29 average session duration (up by 1.34%).
- Social media analytics percentage changes for the month of October include: Total Page Likes "Follows" up by 435%, total post likes down by 34%, total reach up by 4%, total impressions down by 6%, total post engagement down by 36%, total post clicks down by 52%, total number of posts down by 9%, and total average engagement rate% across all social media platforms down by 46%.
- Social media analytics percentage changes for fiscal year of 2021-22 to 2022-23 include: Total Page Likes "Follows" down by 22.81%, total post likes down by 59.36%, total reach down by 66.38%, total impressions down by 65.25%, total post engagement down by 58.73%, total post clicks down by 17.94%, total number of posts down by 68.32%, and total average engagement rate% across all social media platforms down by 49.67%.
- Below show metrics for change from fiscal year of 2021-22 to 2022-23:



Committees, Events & Meetings

- On October 24, 2022, Chief Tubbs participated in a conference call with LAFCo Director Jason Fried.
- On October 24, 2022, Chief Tubbs participated in an interview with Ark Writer Katherine Martine regarding the announcement of the MCSO getting out of the fire dispatch service.

- On October 24, 2022, Chief Tubbs participated in a conference call with Chief Dave Winnacker regarding the OSFM's Wildfire Risk Reduction Advisory Workgroup.
- On October 24, 2022, Chief Tubbs participated in a conference call with DarkHorse Technology.
- On October 24, 2022, Chief Tubbs participated in a Zoom planning meeting call with Marin Health, for an upcoming seminar - Chief Tubbs will be one of the speakers on the panel.
- On October 25, 2022, Chief Tubbs participated in the weekly CalChiefs Presidents call.
- On October 25, 2022, Chief Tubbs met with Ahmed Badawi in preparation for the District's Annual Audit.
- On October 25, 2022, Chiefs Tubbs & Peterson, along with key CalChiefs 1705 Taskforce members, met with California Department of Health Cares Services (DHCS) to discuss the pending PPGEMT program.
- On October 26, 2022, Communications Coordinator Omoomy, NRG Coordinator Curtis, and Mill Valley's Community Engagement Coordinator Terrell attended a meeting to discuss monthly emergency preparedness messaging and events.
- On October 31, 2022, Chief Tubbs attended a lunch meeting with Sausalito Vice-Mayor Blaustein.
- On October 31, 2022, Communications Coordinator Omoomy attended Zoom call with NFPA to discuss DEI initiatives regarding Female Firefighters and protective clothing research.
- On October 31, 2022, Communications Coordinator Omoomy attended City of Sausalito's Halloween Parade with SMFD's Engine 1 staff, Captain Martinez, Captain Sullivan, FF Engineer Mondot, and FF Graves.
- On November 1, 2022, Chiefs Tubbs and Peterson participated in the monthly CalChiefs E-Board meeting.
- On November 2, 2022, Chief Tubbs, as the CalChiefs President, attended the Quarterly Fire Service Leadership meeting with CALOES Director Gillarducci and his team.
- On November 2, 2022, Chief Tubbs, as CalChief President, attended the weekly EMS meeting with EMSA Director Liz Basnett.
- On November 3, 2022, Chief Tubbs participated in his weekly meeting with Mill Valley Police Chief Navarro.
- On November 3, 2022, Chiefs Tubbs participated in a planning call with Harriet Turner from Institute for Defense and Government Advancement. Chief Tubbs has been asked to be a panelist at Wildfire Technology Management Summit 2023

- On November 3, 2022, Chief Tubbs attended an evening meeting with the Mill Valley Emergency Preparedness Committee where the draft Strategic Plan was presented.
- On November 7, 2022, Chief Tubbs attended a meeting with Mill Valley and Central Marin officials discussing evacuation concerns raised by citizens in the area of Sausalito Street to Coach Road.
- On November 8, 2022, Chief Tubbs attended the weekly CalChiefs Presidents Conference Call.
- On November 8, 2022, Chief Tubbs attended a meeting with Directors Hilliard and Perazzo, and Marin County Fire Chief Jason Weber, to discuss the dispatch services issue and implications for the District.
- On November 9, 2022, Chief Tubbs attended the Sonoma County Fire Chiefs meeting as the CalChiefs President.
- On November 9, 2022, Chief Tubbs attended and was a panelist for a webinar / presentation by Marin Health.
- On November 10, 2022, Chief Tubbs participated in his weekly meeting with Mill Valley Police Chief Navarro.
- On November 10, 2022, Chief Tubbs and Communications Coordinator Omoomy attended a kick-off call with FM3 Research to discuss the upcoming community survey.
- On November 10, 2022, Director Hilliard attended the Marin County Special Districts meeting.
- On November 15, 2022, Chief Tubbs participated in his weekly CalChiefs Presidents Conference call.
- On November 16, 2022, Chief Tubbs participated in a CalChiefs Planning Meeting followup meeting.

Legislative

Chiefs Tubbs & Peterson report:

FIRE Legislative Report – Week Ending 11/11/2022

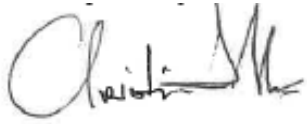
Due to everyone's focus on the midterm elections, there is no separate legislative update this month. The information we had to draw on covered topics only relevant prior to the elections taking place. Therefore, we will have a full legislative update for you in December.

We wish to congratulate President Perazzo, Vice President DeBerry, Director Chun and Director Fleming on their re-election to the Southern Marin Fire Protection District Board of Directors. We look forward to working with them, and with all of our Board Members, for many years to come.

Online Information for Legislative Measure

If you would like to find information on a legislative bill, please use this [link](#).

Respectfully,

A handwritten signature in black ink, appearing to read "Christian Tubbs". The signature is stylized with a large initial "C" and a long horizontal stroke at the end.

Christian Tubbs, Fire Chief
Southern Marin Fire District



Southern Marin Fire Protection District

28 Liberty Ship Way Suite 2800

Sausalito, CA 94965

Phone 415 388-8182

www.smfd.org

Paved Road Fuel Reduction Program

Dear Southern Marin Resident,

The Southern Marin Fire Protection District has made the reduction of flammable vegetation that surrounds us one of its biggest priorities. To that end, The District's multi-faceted Vegetation Management Program is coming to your neighborhood with two primary goals in mind: reduce flammable vegetation and improve access for emergency vehicles, particularly on narrow, windy streets.

The focus of the Vegetation Management Program in your neighborhood includes:

- Pruning trees to maintain emergency vehicle access - 15 feet vertical clearance from the road's edge or curb
- Removal of all flammable and encroaching vegetation from roadsides and sidewalks
- Clearing of vegetation around fire hydrants
- Any trees identified as dead, dying, or obstructing the roadway will be designated for removal with an orange flag.

Please do not pile any vegetation on the roadside for pick up. This project is for street clearing only.

If you have any questions regarding this program, concerns about specifically marked trees, or interest in scheduling a chipper day, please contact the Wildfire Mitigation Specialist Madison Mead at 415-388-8184 or mmead@smfd.org

Sincerely,

Madison Mead
Wildfire Mitigation Specialist
Southern Marin Fire Protection District
mmead@smfd.org
415-388-8184

SCHEDULE

The following streets are scheduled for vegetation maintenance starting on or around **October 16, 2022.**

**Bay Vista Road
Birdsnest Lane
Bluebird Lane
Central Drive
Creedside Way
Crystal Court
Eagle Rock Road
Grace Lane
Neila Way**

Scan this code to subscribe to
Southern Marin Fire District's
Official E-Newsletter.



ATTACHMENT P



Southern Marin Fire Protection District

Liberty Ship Way Suite 2800

Sausalito, CA 94965

Phone 415 388-8182

www.smfd.org

Paved Road Fuel Reduction Program

Dear Mill Valley Resident,

Since February 1996, the City of Mill Valley has made the reduction of the fire-fueling vegetation that surrounds us one of its biggest priorities. To that end, the City's multi-faceted Vegetation Management Program is coming to your neighborhood with two primary goals in mind: reduce fire fuels and improve access for emergency vehicles, particularly on Mill Valley's narrow, windy streets.

With your continued support, we have removed more than 7100 tons of flammable vegetation from the City right of ways and private property. This has not only improved emergency response times, but it has also reduced the number of power outages during winter storms.

The focus of the Vegetation Management Program in your neighborhood includes:

- Pruning trees to maintain emergency vehicle access - 15 feet up from the roads edge
- Removal of all flammable and encroaching vegetation from the roadsides and sidewalks
- The evaluation of designated parking spots and maintenance on all fire hydrants in the area.
- Any trees designated for removal will be marked with a red dot.

Please do not pile any vegetation on the roadside for pick up. This project is for street clearing only.

If you have any questions regarding this program, concerns about specifically marked trees, or interest in scheduling a Chipper Day, which provides residents the chance to give the dangerous fire fuels they've removed from their yards a date with the chipper machine, please contact our Wildfire Mitigation Specialist at 415-388-8184 or e-mail me at: mmead@smfd.org

Sincerely,

Madison Mead
Wildfire Mitigation Specialist
Mill Valley Fire Department
mmead@smfd.org
415-388-8184

SCHEDULE

The following streets are scheduled for vegetation maintenance starting on or around **October 2, 2022.**

**Ethel Avenue
Mirabel Avenue
Wildomar Street
Janes Street**

For more information on emergency preparedness please check out the following links:

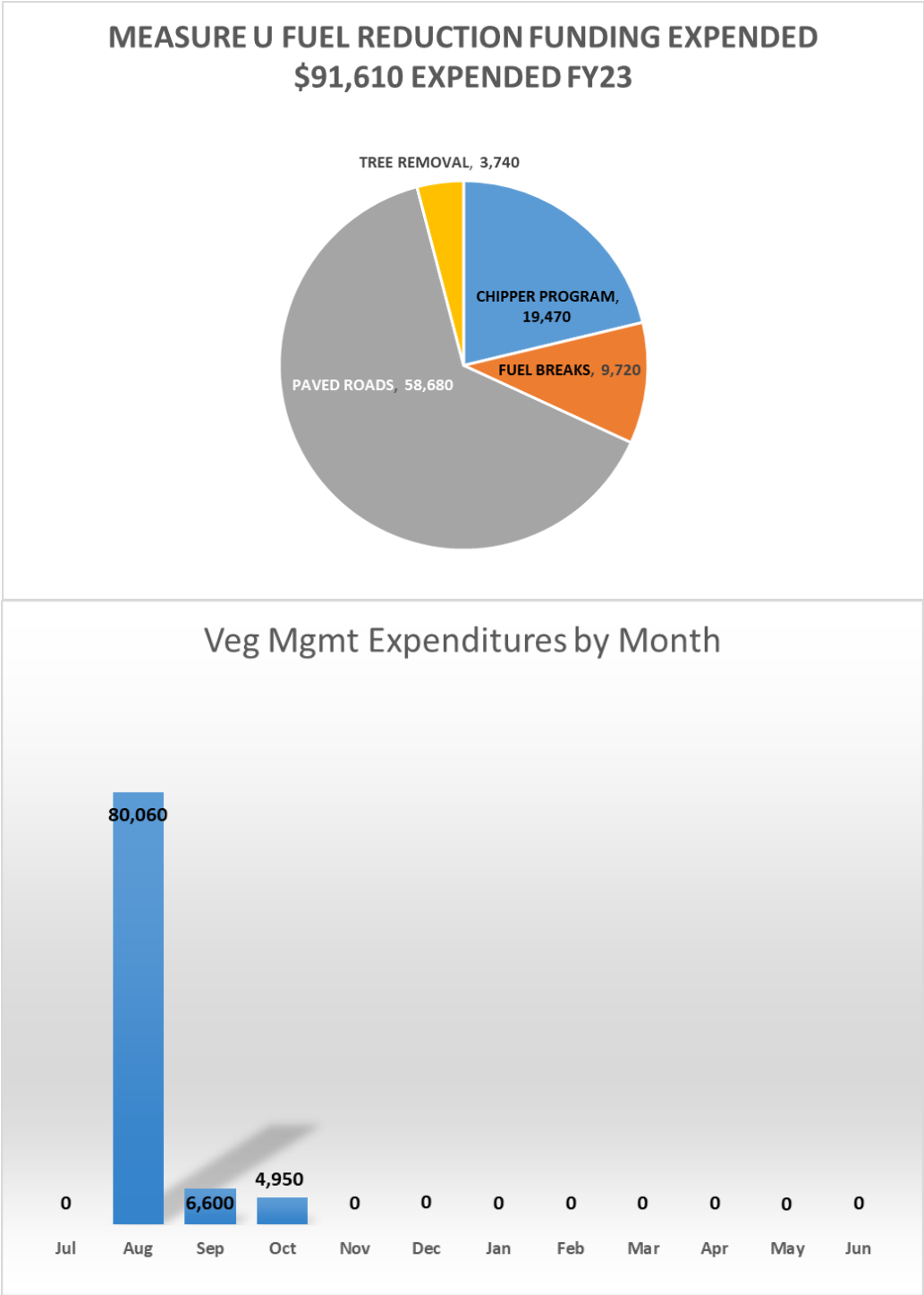
www.cityofmillvalley.org/ready
www.readymarin.org
www.readysetgomarin.org

Scan this code to subscribe to Southern Marin Fire District's E-Newsletter

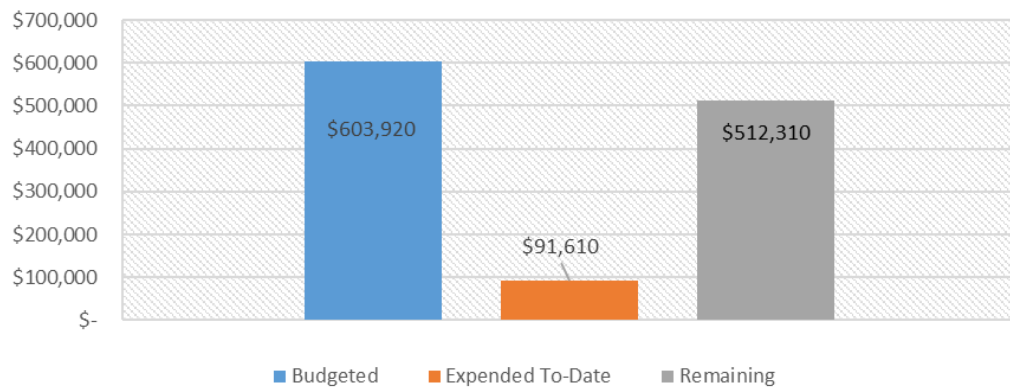


ATTACHMENT P.1

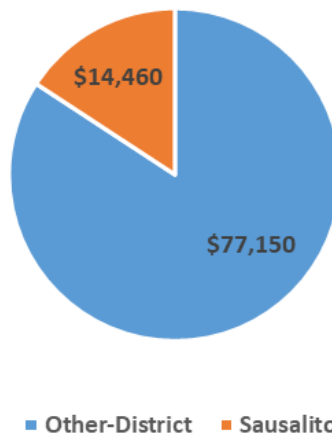
Measure U Fiscal Charts



MEASURE U - FUEL REDUCTION EXPENDED VS REMAINING



Vegetation Management Program





STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Finance Staff Report

LEAD DIVISION: N/A

RECOMMENDED MOTION: Suggested Action: Receive report.

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

[Finance Staff Report Nov 2022.pdf](#)

PREPARED BY: Alyssa Schiffmann

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief



Southern Marin Fire Protection District

Board of Directors

Thomas Perazzo, President, Cristine DeBerry, Vice President, Ashley Raveche, Secretary
Kurt Chun, Pete Fleming, Cathryn Hilliard, Stephen Willis

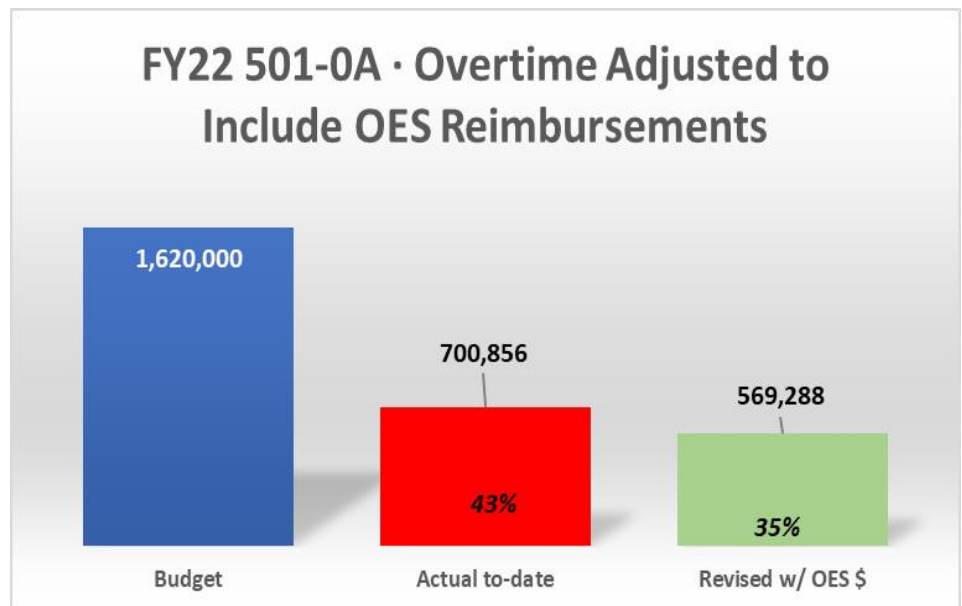
FINANCE STAFF REPORT

FY23 Budget Report

Expenditures are 26% of the 31% target through October 27, 2022. There are several budget lines consisting of one-time annual (prepaid) payments at the beginning of each fiscal year; these lines are noted on the FY23 BUDGET REPORT.

Overtime Accounting Including OES Reimbursements

As of this report, line 501-0A Overtime is at 43% of the budgeted amount. To date, we are expecting \$131,568 from OES for FY23 mutual aid reimbursable strike team personnel costs. Without those reimbursable costs,



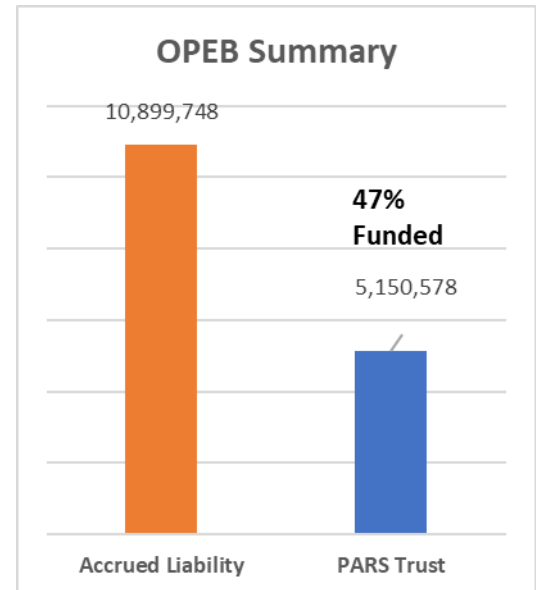
the Overtime line is at 35% of budgeted. The District has incurred overtime due to a several workers' comp claims.

Other Post-Employment Benefits / Pension Rate Stabilization Program Trust

The OPEB/PRSP Trust balance as of 9/30/2022 was \$5,865,017 reflecting a decrease of (\$388,957) in investment earnings/(losses) net of fees in September.

We are in the process of conducting an actuarial for the 6/30/22 GASB 75 report; the accrued liability (in figure at right) will change with the completion of the new GASB 75 report.

Due to the Marin County Employees' Retirement Association's (MCERA) exceptionally high rate of return of 32% for last fiscal year (see *FY23 MCERA Rates* report in this packet), the pension plan is, as of June 30, 2021, fully funded at 106.8%.



Unallocated Reserve Balance / History

As of this report the combined balance of the unallocated and dry period reserves is \$6,735,378. The \$6.7M balance reflects the direction received by the Board at the December 2021 meeting and brings the District to 82% of its \$8.2M reserve goal. We will continue to revisit the reserve account balances and funding policy at least annually.

Respectfully,

Alyssa Schiffmann

Alyssa Schiffmann, Finance Manager

Southern Marin Fire Protection District FY23 BUDGET REPORT

31%	July 1 - October 27, 2022	Budget	\$ Over Budget	% of Budget	
REVENUE:					
PROPERTY TAX	2,122	15,909,000	-15,906,878	0%	
SPECIAL ASSESSMENT TAM/ALTO	0	906,000	-906,000	0%	
EMR & FIRE PROTECTION TAX	0	3,115,000	-3,115,000	0%	
ERAF	128,049	900,000	-771,951	14%	
GRANT FUNDS	113,347	113,347	-0	100%	
MEASURE C JPA	0	927,112	-927,112	0%	
CELL SITE RENTAL	77,190	134,200	-57,010	58%	
SAUSALITO OPEB REIMBURSEMENT	0	58,000	-58,000	0%	
FEES FOR SERVICE:					
GGNRA CONTRACT	0	345,000	-345,000	0%	
INTERAGENCY AGREEMENTS	216,312	1,347,750	-1,131,438	16%	Mill Valley, MWPA, County reimbursements for services
MUTUAL AID AGREEMENTS	67,000	420,000	-353,000	16%	Out of county mutual aid
PLAN FEES	79,036	331,000	-251,964	24%	
SMEMPS REVENUE	0	750,000	-750,000	0%	
REIMBURSEMENTS / REFUNDS	56,116	20,000	36,116	281%	
WORKERS' COMP REIMBURSEMENTS	78,314	150,000	-71,686	52%	
INTEREST	55	5,000	-4,945	1%	
TOTAL REVENUE	817,540	25,431,409	-24,613,869	3%	
EXPENDITURES:					
SALARIES & BENEFITS					
501 - SALARIES					
501-A - Base Salaries	2,403,519	8,690,000	-6,286,481	28%	
501-B - Sick Buy-Out	0	100,000	-100,000	0%	
501-C - Vacation Buy-Out	3,274	50,000	-46,726	7%	
Total 501 - SALARIES	2,406,793	8,840,000	-6,433,207	27%	
501-O - OVERTIME					
501-0A - Overtime	700,856	1,620,000	-919,144	43%	Strike teams; WC coverage
501-0B - FLSA	43,900	195,000	-151,100	23%	
501-0C - Out of Grade	11,687	50,000	-38,313	23%	
Total 501-O - OVERTIME	756,444	1,865,000	-1,108,556	41%	
504 - EMPLOYEE BENEFITS					
504-A - Health Benefits	484,183	1,480,000	-995,817	33%	Paid thru November
504-AA - Retiree Medical	-2,575	400,000	-402,575	-1%	
504-AB - Retiree Health Savings	27,311	137,000	-109,689	20%	
504-AAA - Retiree Medical (OPEB)	0	252,000	-252,000	0%	
504-B - Dental	24,877	125,000	-100,123	20%	
504-C - Vision	2,242	12,400	-10,158	18%	
504-D - Holiday Pay	0	370,000	-370,000	0%	
504-E - District Share Retirement	759,657	3,045,000	-2,285,343	25%	
504-G - Educational Allowance	88,226	350,000	-261,774	25%	
504-H - Clothing Allowance	19,200	21,200	-2,000	91%	One-time pmt

Southern Marin Fire Protection District

FY23 BUDGET REPORT

	July 1 - October 27, 2022				
	Budget	\$ Over Budget	% of Budget		
31%					
504-K · Workers Compensation	239,482	1,040,000	-800,518	23%	
504-L · Def.Comp. Employer %	121,889	478,000	-356,111	26%	
504-N · Long Term Disability	8,703	23,400	-14,698	37%	Paid thru November
504-O · Long Term Care Insurance	20,202	57,000	-36,798	35%	Paid thru November
504-S · Longevity	5,688	20,000	-14,312	28%	
504-V · W/C Payroll Audit Adjustment	0	75,000	-75,000	0%	
504-X · Life Insurance	3,233	13,600	-10,367	24%	
504-Y · Payroll Taxes	49,804	211,000	-161,196	24%	
Total 504 · EMPLOYEE BENEFITS	1,852,122	8,110,600	-6,258,478	23%	
Total SALARIES & BENEFITS	5,015,358	18,815,600	-13,800,242	27%	
OPERATING EXPENSES					
511 · OFFICE EXPENSE					
511-A · General Office Supply	5,376	14,500	-9,124	37%	
511-B · Copier/Printer Expenses	2,002	15,300	-13,298	13%	
511-C · Maps & Run Books	0	24,500	-24,500	0%	
511-D · Postage	1,877	5,950	-4,073	32%	
Total 511 · OFFICE EXPENSE	9,255	60,250	-50,995	15%	
513 · SPECIAL DEPARTMENT EXPENSE					
513-C · Public Education	0	4,000	-4,000	0%	
513-F · Subscriptions	64	500	-436	13%	
513-G · Awards	70	3,000	-2,930	2%	
513-H · Office Equipment Replacement	0	2,000	-2,000	0%	
513-L · Photos	0	1,500	-1,500	0%	
513-O · Misc. Celebrations/flowers	449	2,000	-1,552	22%	
513-P · Shift Calendars	0	275	-275	0%	
513-Q · Station Flags	0	2,000	-2,000	0%	
513-S · Hydrant Supplies	0	1,500	-1,500	0%	
513-U · Misc. Computer Supplies	569	9,800	-9,231	6%	
513-V · Software Subscriptions Services	98,400	208,400	-110,000	47%	Prepaid annual dues; Drone Deploy, Lexipol, Granicus
Total 513 · SPECIAL DEPARTMENT EXPENSE	99,551	234,975	-135,424	42%	
515 · CLOTHING & PERSONNEL SUPPLIES					
515-A · Uniforms/Boots	6,389	68,200	-61,811	9%	
515-B · Badges	0	4,200	-4,200	0%	
515-G · Personal Protective Equipment	284	80,500	-80,216	0%	
515-H · Misc Repairs/struc cloth	-3,881	12,500	-16,381	-31%	
515-I · Wildland - Safety Clothing	0	16,500	-16,500	0%	
515-N · Strike Team Equipment (OOC)	1,127	4,300	-3,173	26%	
515-P · New Employee Gear	0	43,325	-43,325	0%	
515-T · Wildland Shelters	0	6,000	-6,000	0%	
515-U · Rescue Swimmer Gear	8,727	13,750	-5,023	63%	On track
515-V · USAR Equipment	0	3,500	-3,500	0%	
Total 515 · CLOTHING & PERSONNEL SUPPLIES	12,646	252,775	-240,129	5%	

Southern Marin Fire Protection District FY23 BUDGET REPORT

	July 1 - October 27, 2022				
31%		Budget	\$ Over Budget	% of Budget	
517 · COMMUNICATIONS					
517-A · Telephone	14,620	42,180	-27,560	35%	Mitel paid thru November
517-B · Dispatch including CAD Service	0	289,322	-289,322	0%	
517-D · Cell Phones	14,074	39,900	-25,826	35%	
517-E · MERA Operating Costs	65,203	65,445	-242	100%	Final: one-time pmt
517-G · Internet/IDSL	5,901	23,000	-17,099	26%	
517-I · Phone Repairs/Replacement	1,929	13,900	-11,971	14%	
517-K · MERA-New Project Financing	0	5,430	-5,430	0%	
517-L · MDC Connection	1,418	5,000	-3,582	28%	
Total 517 · COMMUNICATIONS	103,144	484,177	-381,033	21%	
518 · UTILITIES					
518-A · PG&E Station 4	5,372	17,000	-11,628	32%	
518-B · PG&E Station 9	4,198	17,000	-12,802	25%	
518-C · MMWD Station 4	1,222	5,500	-4,278	22%	
518-D · MMWD Station 9	1,200	4,000	-2,800	30%	
518-E · Richardson Bay Sanitation	0	1,000	-1,000	0%	
518-F · PG&E Station 1	1,323	12,000	-10,677	11%	
518-G · MMWD - Station 1	1,716	5,000	-3,284	34%	
518-H · Sanitation - Station 1	2,561	3,000	-439	85%	One-time pmt
518-I · Sanitation & Refuse - Sta 4	0	25,000	-25,000	0%	
518-J · PG&E LSW	12,274	30,000	-17,726	41%	
Total 518 · UTILITIES	29,866	119,500	-89,634	25%	
520 · BUILDING & GROUNDS MAINTENANCE					
520-B · Janitorial Supplies	5,737	19,000	-13,263	30%	
520-C · Unscheduled Repairs & Maint.	12,257	40,000	-27,743	31%	
520-D · Sprinklers/Alarm System	725	3,000	-2,275	24%	
520-E · Elevator Contract	0	8,000	-8,000	0%	
520-H · Carpets - Cleaning	0	1,500	-1,500	0%	
520-K · Kitchen Supplies	510	2,800	-2,290	18%	
520-L · Sign Changes	0	1,000	-1,000	0%	
Total 520 · BUILDING & GROUNDS MAINTENANCE	19,228	75,300	-56,072	26%	
521 · EQUIPMENT MAINTENANCE					
521-A · Radio Repair	121	12,000	-11,879	1%	
521-B · Breathing Air Systems	930	16,000	-15,070	6%	
521-E · Mechanical Systems - Contract	669	8,500	-7,831	8%	
521-H · Repairs & Unscheduled Maint.	8,732	15,000	-6,268	58%	Incl \$4,600 sta1 exhaust extraction overhaul
521-I · Ladder Testing	0	2,500	-2,500	0%	
521-J · Portable Equipment	2,532	17,200	-14,668	15%	
521-K · Extinguishers/Annual Maint.	0	2,500	-2,500	0%	
521-M · Gym Equipment Maintenance	1,212	16,000	-14,788	8%	
521-O · Copier Maint. Contract - Sta 9	2,205	10,000	-7,795	22%	
521-R · Hose Maint/Nozzle & Fittings	0	3,400	-3,400	0%	
521-W · Dive Team Maintenance	737	19,750	-19,013	4%	
Total 521 · EQUIPMENT MAINTENANCE	17,137	122,850	-105,713	14%	

Southern Marin Fire Protection District

FY23 BUDGET REPORT

	July 1 - October 27, 2022			
31%	Budget	\$ Over Budget	% of Budget	
521-1 · VEHICLE MAINTENANCE				
				incl \$27K E4 & \$20K T4 repairs; \$39K U9 lights/sirens overhaul
521-1A · Vehicle Repair	103,138	125,000	-21,862	83%
521-1B · Fuel	26,547	101,000	-74,453	26%
521-1C · Marine Division	3,578	36,500	-32,922	10%
521-1D · Fireboat Docking Fee	0	5,200	-5,200	0%
521-1E · Rescue Watercraft	1,069	17,745	-16,676	6%
Total 521-1 · VEHICLE MAINTENANCE	134,333	285,445	-151,112	47%
523 · SPECIALIZED SERVICES				
523-A · Board Per Diem	4,000	20,400	-16,400	20%
523-B · Payroll Processing/Bank Fees	3,298	17,000	-13,702	19%
523-C · Legal/Professional Fees	0	150,200	-150,200	0%
523-D · Legal Postings	0	2,900	-2,900	0%
523-E · Elections	0	80,000	-80,000	0%
523-F · Haz Mat JPA	0	8,211	-8,211	0%
523-G · Tax Collection Fees	0	260,000	-260,000	0%
523-H · Flu Shots	0	200	-200	0%
523-K · New Employment Backgrounds etc	1,698	13,100	-11,402	13%
523-L · Computer Consulting Services	3,470	25,000	-21,530	14%
523-M · Audit	0	17,000	-17,000	0%
523-N · Parcel Tax Refunds	0	3,500	-3,500	0%
523-P · Dept. Physical Exams	4,798	30,000	-25,202	16%
523-Q · Health & Wellness	5,280	43,400	-38,120	12%
523-R · Fire Investigation JPA	0	6,500	-6,500	0%
523-S · LAFCO Operating Expenses	11,317	11,317	-0	100% Final: one-time pmt
523-T · Team Building	131	16,000	-15,869	1%
523-X · Promotional Test	3,457	4,000	-543	86% Captain test 8/4/22
523-Z · Disaster Preparedness	0	8,000	-8,000	0%
523-ZA · Actuary	4,500	6,000	-1,500	75%
523-ZB · Vegetation Management	101,310	1,197,398	-1,096,088	8%
523-ZC · Fire Prevention	662	9,000	-8,338	7%
523-ZF · Outside Services	56,659	78,500	-21,841	72% On track: incl \$19K Govinvest, Year 3 of 3
523-ZG · Public Outreach	8,438	28,500	-20,062	30%
523-ZH · DEI Initiatives	2,230	44,000	-41,770	5%
Total 523 · SPECIALIZED SERVICES	211,248	2,080,126	-1,868,878	10%
524 · INSURANCE				
524-A · Comprehensive Insurance	99,052	101,000	-1,948	98% On track
Total 524 · INSURANCE	99,052	101,000	-1,948	98%
526 · TRAINING & CONFERENCES				
526-A · Training	17,239	186,250	-169,011	9%
526-I · EMS Recertifications	1,052	3,550	-2,498	30%
Total 526 · TRAINING & CONFERENCES	18,291	189,800	-171,509	10%
526-1 · MEMBERSHIPS & STAFF CONF.				
526-1A · General	2,304	9,900	-7,596	23%

Southern Marin Fire Protection District

FY23 BUDGET REPORT

	July 1 - October 27, 2022	Budget	\$ Over Budget	% of Budget	
31%					
Total 526-1 · MEMBERSHIPS & STAFF CONF.	2,304	9,900	-7,596	23%	
526-2 · MEETINGS & TRAVEL EXPENSES					
526-2A · Food/Meetings	1,608	7,000	-5,392	23%	
526-2B · Transportation/Bridge Tolls	789	5,550	-4,761	14%	
526-2D · Strike Team Expenses	980	15,000	-14,020	7%	
Total 526-2 · MEETINGS & TRAVEL EXPENSES	3,377	27,550	-24,173	12%	
527 · RENT					
527-A · Station 1 Rent	25,000	100,000	-75,000	25%	
527-B · LSW Rent	158,603	328,056	-169,453	48%	Paid thru November
Total 527 · RENT	183,603	428,056	-244,453	43%	
583-4 · EQUIPMENT					
583-4B · Non-SMEMPS EMS Equipment	0	5,000	-5,000	0%	
583-4C · Knox Box Key Replacement	0	200	-200	0%	
583-4D · Hydrants	0	45,000	-45,000	0%	
583-4F · Hoses	13,246	18,800	-5,554	70%	On track
583-4H · Radios	0	17,000	-17,000	0%	
583-4K · Office Equipment	0	2,000	-2,000	0%	
583-4R · New Workstations	5,969	17,800	-11,831	34%	macbook pro(2)
583-4V · MDC iPad Program	0	14,000	-14,000	0%	
583-4Z · One-Time Misc Equipment	2,283	6,250	-3,967	37%	On track: new HR/comm monitors
Total 583-4 · EQUIPMENT	21,498	126,050	-104,552	17%	
589 · CONTINGENCY	0	50,000	-50,000	0%	
Total OPERATING EXPENSES	964,534	4,647,754	-3,683,220	21%	
GRANT FUNDED EXPENDITURES					
590 · GRANT PROJECTS					
590-B · Tam Valley Fuel Break	156,010	199,640	-43,630	78%	On track
Total 590 · GRANT PROJECTS	156,010	199,640	-43,630	78%	
Total GRANT FUNDED EXPENDITURES	156,010	199,640	-43,630	78%	
585 · DEBT SERVICE					
585-A · Principal Payments	160,876	160,876	-0	100%	Final: one-time pmt
585-B · Debt Service Interest	8,342	8,342	-0	100%	Final: one-time pmt
	169,218	169,218	-0	100%	
CAPITAL OUTLAY					
583-5 · FUNDED FROM RESERVES					
583-5H · Other Repairs	32,581	100,000	-67,419	33%	On track: Sta 9 floor; Sta 9/1 lockers
583-5J · New Apparatus	0	125,000	-125,000	0%	
583-5V · Station 4 Remodel	198,199	950,000	-751,801	21%	
583-5W · One-Time Misc. Expenses	0	45,250	-45,250	0%	
Total 583-5 · FUNDED FROM RESERVES	230,780	1,220,250	-989,470	19%	
Total CAPITAL OUTLAY	230,780	1,220,250	-989,470	19%	
TOTAL EXPENDITURES	6,535,899	25,052,462	-18,516,563	26%	
NET INCOME	-5,718,359	378,947	-6,097,306		

Southern Marin Fire Protection District

FY23 BUDGET REPORT

	July 1 - October 27, 2022	Budget	\$ Over Budget	% of Budget
31%				
Other Income				
600 - Prior Year Rollover	0	100,000	-100,000	0%
Total Other Income	0	100,000	-100,000	0%
NET EXCESS/(DEFICIENCY)	-5,718,359	478,947	-6,197,306	

Southern Marin Fire Protection District

Balance Sheet

	Oct 27, 2022	Oct 13, 2022
ASSETS		
Current Assets		
Checking/Savings		
74900 · Operating Fund - County	2,956,081	3,597,536
Capital Replacement Fund	1,941,327	1,941,327
Dry Period Reserve	3,500,000	3,500,000
Unallocated Reserves	3,235,378	3,235,378
1259 · Wells Fargo	607,946	494,914
11200 · Petty Cash	48	48
11000 · Paypal	17,160	17,186
Total Checking/Savings	12,257,940	12,786,389
Other Current Assets		
11300 · Accounts Receivable	253,507	125,408
11400 · Advance Retirement Payment	82,510	76,567
11600 · Loan Receivable	1,797	2,818
11700 · Prepaid Expenses	-15,000	-15,000
11800 · LSW Building Deposit	51,024	51,024
Total Other Current Assets	373,837	240,817
Total Current Assets	12,631,777	13,027,206
Fixed Assets		
12000 · Equipment	7,766,080	7,702,048
12100 · Accumulated Depreciation	-7,160,803	-6,596,923
12200 · Buildings	3,566,726	3,566,726
12300 · Land	214,807	214,807
12400 · Construction Work-In-Progress	33,109	0
Total Fixed Assets	4,419,920	4,886,659
Other Assets		
13100 · Interagency Receivable	1,160,000	1,160,000
13000 · Deferred Outflows - Pension	7,727,490	7,727,490
13300 · PARS Pension Trust	1,086,869	1,086,869
Total Other Assets	9,974,359	9,974,359
TOTAL ASSETS	27,026,056	27,888,224
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
20000 · Accounts Payable	30,766	0
21800 · Bond Deposits	10,000	10,000
500 · Payroll Liabilities	-145	-74
Total Current Liabilities	40,622	9,926
Long Term Liabilities		
30000 · DEFERRED INFLOWS-PENSION	24,783	24,783
30250 · DEFERRED INFLOWS-OPEB	591,040	591,040
31000 · NET PENSION LIABILITY	13,296,989	13,296,989
31200 · NET OPEB LIABILITY	5,427,113	5,427,113
31300 · COMPENSATED ABSENCES	1,239,084	1,239,084
Total Long Term Liabilities	20,579,009	20,579,009
Total Liabilities	20,619,631	20,588,935
Equity		
32000 · AMOUNT TO BE PROVIDED - OPEB	-6,018,153	-6,018,153
32100 · AMOUNT TO BE PROVIDED - PENSION	-3,751,222	-3,751,222
32200 · TO BE PROVIDED - LEAVE ACCRUALS	-1,239,084	-1,239,084
32550 · RESTRICTED PENSION TRUST	-1,086,869	-1,086,869
32560 · RESTRICTED MWPA	-847,047	-778,364
32600 · FIXED ASSET FUND	4,419,919	4,886,658
32700 · FUND BALANCE	20,647,240	20,544,316
NET REVENUE	-5,718,359	-5,257,993
Total Equity	6,406,425	7,299,289
TOTAL LIABILITIES & EQUITY	27,026,056	27,888,224

Southern Marin Fire Protection District
Revenue Expenditure Detail
October 14 through October 27

Type	Date	Num	Source Name	Memo	Amount	Division
4990110 - GENERAL REVENUE						
499500 - FEES FOR SERVICE						
499520 - MUTUAL AID AGREEMENTS						
Invoice	10/19/2022	22-23-15	OFFICE OF EMERGENCY SERVICES	Red 9/6-9/17/22	21,537.90	General
Invoice	10/19/2022	22-23-15	OFFICE OF EMERGENCY SERVICES	I-20222126 Red	2,412.00	General
Invoice	10/19/2022	22-23-15	OFFICE OF EMERGENCY SERVICES	I-20222126 Red	2,926.68	General
Invoice	10/19/2022	22-23-15	OFFICE OF EMERGENCY SERVICES	Misc OES Costs to be Reimbursed	2,703.76	General
Total 499520 - MUTUAL AID AGREEMENTS					29,580.34	
499525 - PLAN FEES						
Deposit	10/14/2022			Deposit	346.04	Prevention
Deposit	10/17/2022			Deposit	787.68	Prevention
Deposit	10/18/2022			Deposit	423.72	Prevention
Deposit	10/19/2022			Deposit	1,264.85	Prevention
Deposit	10/20/2022			Deposit	1,548.21	Prevention
Deposit	10/21/2022			Deposit	1,845.70	Prevention
Deposit	10/22/2022			#1372	154.00	Prevention
Deposit	10/24/2022			Deposit	1,843.98	Prevention
Deposit	10/25/2022			Deposit	859.49	Prevention
Deposit	10/26/2022			#1374	154.00	Prevention
Deposit	10/26/2022			Deposit	543.07	Prevention
Deposit	10/27/2022			Deposit	89.84	Prevention
Total 499525 - PLAN FEES					9,860.58	
Total 499500 - FEES FOR SERVICE					39,440.92	
REIMBURSEMENTS / REFUNDS						
Invoice	10/19/2022	22-23-12	CITY OF MILL VALLEY.	50% of Citygate / William Adams costs paid through 10/19/22	35,083.20	General
Total REIMBURSEMENTS / REFUNDS					35,083.20	
WORKERS' COMP REIMBURSEMENTS						
Deposit	10/27/2022	179050			2,712.62	General
Total WORKERS' COMP REIMBURSEMENTS					2,712.62	
Total 4990110 - GENERAL REVENUE					77,236.74	
SALARIES & BENEFITS						
501 - SALARIES						
501-A - Base Salaries						
Check	10/24/2022	808907250	ASTON CARTER, INC.	#ADM00291370	-1,494.24	General
Check	10/24/2022	808907250	ASTON CARTER, INC.	#ADM00298295	-1,637.60	General
Check	10/24/2022	808907250	ASTON CARTER, INC.	#ADM00304948	-1,501.96	General
Check	10/27/2022	eft	PAYROLL	Reg	-242,904.33	General
Check	10/27/2022	eft	PAYROLL	Reg	-8,775.00	MU
Check	10/27/2022	eft	PAYROLL	Reg	-17,858.12	Prevention
Check	10/27/2022	eft	PAYROLL	Reg D-Space Inspector	-3,560.00	MWPA
Check	10/27/2022	eft	PAYROLL	PT D-Space inspector	-1,260.00	MWPA
Check	10/27/2022	eft	PAYROLL	Reg NRG	-2,655.00	MWPA
Check	10/27/2022	eft	PAYROLL	Reg EPC	-3,600.00	MWPA
Check	10/27/2022	eft	PAYROLL	WC	-984.82	General
Check	10/27/2022	eft	PAYROLL	WC	-5,606.11	General
Total 501-A - Base Salaries					-291,837.18	
Total 501 - SALARIES					-291,837.18	
501-O - OVERTIME						
501-0A - Overtime						
Check	10/27/2022	eft	PAYROLL	OT	-61,463.78	General
Check	10/27/2022	eft	PAYROLL	comp time cashout	-2,728.17	General
Total 501-0A - Overtime					-64,191.95	
501-0B - FLSA						
Check	10/27/2022	eft	PAYROLL	F	-5,882.00	General
Total 501-0B - FLSA					-5,882.00	
501-0C - Out of Grade						
Check	10/27/2022	eft	PAYROLL	G	-831.06	General
Total 501-0C - Out of Grade					-831.06	
Total 501-O - OVERTIME					-70,905.01	
504 - EMPLOYEE BENEFITS						
504-A - Health Benefits						
Check	10/19/2022	eft	CONNECT YOUR CARE	cobra administration	-23.68	General
Check	10/24/2022	808907251	BCN	oct 2022	-156.00	General

Southern Marin Fire Protection District
Revenue Expenditure Detail
October 14 through October 27

Type	Date	Num	Source Name	Memo	Amount	Division
Check	10/24/2022	808907251	BCN	oct 2022	-10.50	Prevention
Check	10/24/2022	808907251	BCN	oct 2022	-7.50	MU
Check	10/24/2022	808907251	BCN	oct 2022	-3.00	MWPA
Check	10/24/2022	808907262	KAISER PERMANENTE	#951368992145 nov 2022	-81,331.07	General
Check	10/24/2022	808907262	KAISER PERMANENTE	customer ID: 9513622328 nov 2022	-5,539.48	Prevention
Check	10/24/2022	808907262	KAISER PERMANENTE	customer ID: 9513622328 nov 2022	-2,030.60	MU
Check	10/24/2022	808907262	KAISER PERMANENTE	customer ID: 9513622328 nov 2022	-1,884.40	MWPA
Check	10/24/2022	808907262	KAISER PERMANENTE	customer ID: 9513622328 nov 2022	-850.81	MWPA
Check	10/27/2022	eft	PAYROLL	T	-1,425.07	General
Check	10/27/2022	eft	PAYROLL	M2	3,398.31	General
Total 504-A · Health Benefits					-89,863.80	
504-AB · Retiree Health Savings						
Check	10/24/2022	808907244	VANTAGEPOINT TRANSFER AGENTS-80364	Plan#803645 RHS contribution	-3,235.00	General
Check	10/24/2022	808907244	VANTAGEPOINT TRANSFER AGENTS-80364	10/02-10/15/2022	-103.00	MU
Check	10/24/2022	808907244	VANTAGEPOINT TRANSFER AGENTS-80364	10/02-10/15/2022	-214.00	Prevention
Check	10/24/2022	808907244	VANTAGEPOINT TRANSFER AGENTS-80364	10/02-10/15/2022	-71.00	MWPA
Total 504-AB · Retiree Health Savings					-3,623.00	
504-E · District Share Retirement						
Check	10/24/2022	808907243	MARIN COUNTY RETIREMENT	10/02-10/15/2022	-91,540.97	General
Check	10/24/2022	808907243	MARIN COUNTY RETIREMENT	10/02-10/15/2022	-568.09	MU
Check	10/24/2022	808907243	MARIN COUNTY RETIREMENT	10/02-10/15/2022	-5,027.52	Prevention
Check	10/24/2022	808907243	MARIN COUNTY RETIREMENT	10/02-10/15/2022	-393.38	MWPA
Total 504-E · District Share Retirement					-97,529.96	
504-G · Educational Allowance						
Check	10/27/2022	eft	PAYROLL	E	-11,491.00	General
Check	10/27/2022	eft	PAYROLL	E	-101.00	Prevention
Total 504-G · Educational Allowance					-11,592.00	
504-L · Def.Comp. Employer %						
Check	10/27/2022	eft	MASSMUTUAL	10/02-10/015/2022	-13,320.00	General
Check	10/27/2022	eft	MASSMUTUAL	10/02-10/015/2022	-257.50	MU
Check	10/27/2022	eft	MASSMUTUAL	10/02-10/015/2022	-892.50	Prevention
Check	10/27/2022	eft	MASSMUTUAL	10/02-10/015/2022	-178.00	MWPA
Total 504-L · Def.Comp. Employer %					-14,648.00	
504-N · Long Term Disability						
Check	10/24/2022	808907260	CAPF	november 2022 LTD	-1,534.00	General
Check	10/24/2022	808907260	CAPF	november 2022 LTD	-103.25	Prevention
Check	10/24/2022	808907260	CAPF	november 2022 LTD	-73.75	MU
Check	10/24/2022	808907260	CAPF	november 2022 LTD	-29.50	MWPA
Total 504-N · Long Term Disability					-1,740.50	
504-O · Long Term Care Insurance						
Check	10/24/2022	808907268	NPFBA	nov 2022 long term care	-3,535.35	General
Check	10/24/2022	808907268	NPFBA	nov 2022 long term care	-252.53	Prevention
Check	10/24/2022	808907268	NPFBA	nov 2022 long term care	-180.38	MU
Check	10/24/2022	808907268	NPFBA	nov 2022 long term care	-72.14	MWPA
Total 504-O · Long Term Care Insurance					-4,040.40	
504-S · Longevity						
Check	10/27/2022	eft	PAYROLL	N	-759.48	General
Total 504-S · Longevity					-759.48	
504-X · Life Insurance						
Check	10/27/2022	eft	PAYROLL	T2	501.01	General
Total 504-X · Life Insurance					501.01	
504-Y · Payroll Taxes						
Check	10/27/2022	eft	PAYROLL TAXES	SS	-78.12	MWPA
Check	10/27/2022	eft	PAYROLL TAXES	SS	-164.61	MWPA
Check	10/27/2022	eft	PAYROLL TAXES	SS	-223.20	MWPA
Check	10/27/2022	eft	PAYROLL TAXES	ER	-4,860.97	General
Check	10/27/2022	eft	PAYROLL TAXES	ER	-127.24	MU
Check	10/27/2022	eft	PAYROLL TAXES	ER	-258.94	Prevention
Check	10/27/2022	eft	PAYROLL TAXES	ER	-69.89	MWPA
Check	10/27/2022	eft	PAYROLL TAXES	ER	-38.82	MWPA
Check	10/27/2022	eft	PAYROLL TAXES	ER	-52.20	MWPA
Total 504-Y · Payroll Taxes					-5,873.99	
Total 504 · EMPLOYEE BENEFITS					-229,170.12	
Total SALARIES & BENEFITS					-591,912.31	

Southern Marin Fire Protection District
Revenue Expenditure Detail
 October 14 through October 27

Type	Date	Num	Source Name	Memo	Amount	Division
OPERATING EXPENSES						
511 - OFFICE EXPENSE						
511-D - Postage						
Check	10/21/2022	eft	PITNEY BOWES INC-EFT	ink	-320.99	General
Total 511-D - Postage					-320.99	
Total 511 - OFFICE EXPENSE					-320.99	
513 - SPECIAL DEPARTMENT EXPENSE						
513-U - Misc. Computer Supplies						
Bill	10/24/2022	jaycox	US BANK	amazon: phone case (finance assistant)	-5.40	General
Total 513-U - Misc. Computer Supplies					-5.40	
513-V - Software Subscriptions Services						
Check	10/24/2022	808907265	MARIN IT	#2022-24241 help desk oct 2022	-1,252.50	General
Bill	10/24/2022	jaycox	US BANK	google: monthly g-suite	-1,785.60	General
Total 513-V - Software Subscriptions Services					-3,038.10	
Total 513 - SPECIAL DEPARTMENT EXPENSE					-3,043.50	
515 - CLOTHING & PERSONNEL SUPPLIES						
515-A - Uniforms/Boots						
Check	10/24/2022	808907257	EMERGENCY EQUIPMENT MANAGEMENT, II	#65328 shirt/pant/alterations sink	-702.39	General
Total 515-A - Uniforms/Boots					-702.39	
Total 515 - CLOTHING & PERSONNEL SUPPLIES					-702.39	
517 - COMMUNICATIONS						
517-A - Telephone						
Check	10/24/2022	808907252	AT&T/CALNET 382	#18888968 09/10-10/09/22	-24.55	General
Check	10/24/2022	808907253	AT&T/CALNET 824	#18887638 09/10-10/09/22	-1,315.66	General
Total 517-A - Telephone					-1,340.21	
517-D - Cell Phones						
Check	10/24/2022	808907273	VERIZON WIRELESS	#9918524122 9/19-10/18/22	-2,451.38	General
Check	10/24/2022	808907273	VERIZON WIRELESS	#9918524122 9/19-10/18/22	-102.47	Prevention
Check	10/24/2022	808907273	VERIZON WIRELESS	#9918524122 9/19-10/18/22	-41.18	MU
Check	10/24/2022	808907273	VERIZON WIRELESS	#9918524122 9/19-10/18/22	-23.50	MWPA
Check	10/24/2022	808907273	VERIZON WIRELESS	#9918524122 9/19-10/18/22 nrg	-51.43	MWPA
Check	10/24/2022	808907273	VERIZON WIRELESS	#9918524122 9/19-10/18/22 epc	-51.43	MWPA
Total 517-D - Cell Phones					-2,721.39	
517-G - Internet/IDSL						
Check	10/15/2022	eft	COMCAST - EFT	2038 sta 9	-296.45	General
Total 517-G - Internet/IDSL					-296.45	
517-L - MDC Connection						
Check	10/24/2022	808907258	FIRSTNET	#10102022 9/3-10/2/22	-333.14	General
Total 517-L - MDC Connection					-333.14	
Total 517 - COMMUNICATIONS					-4,691.19	
518 - UTILITIES						
518-A - PG&E Station 4						
Check	10/24/2022	808907271	PG&E	0872424565-2 09/15-10/13/22	-959.16	General
Total 518-A - PG&E Station 4					-959.16	
518-B - PG&E Station 9						
Check	10/24/2022	808907271	PG&E	1507412379-3 09/14-10/12/22	-432.00	General
Check	10/24/2022	808907271	PG&E	7621967160-9 09/15-10/13/22	-95.14	General
Total 518-B - PG&E Station 9					-527.14	
518-C - MMWD Station 4						
Check	10/24/2022	808907266	MMWD	132984 07/27-09/27/22	-418.38	General
Check	10/24/2022	808907266	MMWD	162994 07/27-09/27/22	-202.33	General
Total 518-C - MMWD Station 4					-620.71	
518-D - MMWD Station 9						
Check	10/24/2022	808907266	MMWD	103953 08/04-10/05/22	-399.90	General
Check	10/24/2022	808907266	MMWD	310609 08/04-10/05/22	-211.79	General
Total 518-D - MMWD Station 9					-611.69	
518-G - MMWD - Station 1						
Check	10/24/2022	808907266	MMWD	503408 08/02-10/03/22	-517.38	General
Check	10/24/2022	808907266	MMWD	503409 08/02-10/03/22	-202.33	General
Total 518-G - MMWD - Station 1					-719.71	
Total 518 - UTILITIES					-3,438.41	
520 - BUILDING & GROUNDS MAINTENANCE						
520-C - Unscheduled Repairs & Maint.						
Check	10/24/2022	808907267	MILL VALLEY REFUSE SERVICE	9/2-10/1/22 sta 9 storage box	-125.00	General

Southern Marin Fire Protection District
Revenue Expenditure Detail
October 14 through October 27

Type	Date	Num	Source Name	Memo	Amount	Division
Total 520-C · Unscheduled Repairs & Maint.					-125.00	
Total 520 · BUILDING & GROUNDS MAINTENANCE					-125.00	
521 · EQUIPMENT MAINTENANCE						
521-H · Repairs & Unscheduled Maint.						
Check	10/24/2022	808907270	AIR EXCHANGE, INC.	#91608185 sta 1 maintenance	-584.68	General
Total 521-H · Repairs & Unscheduled Maint.					-584.68	
Total 521 · EQUIPMENT MAINTENANCE					-584.68	
521-1 · VEHICLE MAINTENANCE						
521-1A · Vehicle Repair						
Check	10/24/2022	808907256	EAST BAY TIRE CO.	#1871716 E1 rear tires replacement (4 tires)	-3,147.80	General
Check	10/24/2022	808907261	JONES GARAGE DOOR CO, INC.	#50096 repgram transmitters bc1	-316.50	General
Check	10/24/2022	808907274	WATTCO	#59021 b2 lights and sirens overhaul	-39,678.63	General
Check	10/24/2022	808907277	CITY OF MILL VALLEY	#3510 sep repair orders	-2,038.35	General
Total 521-1A · Vehicle Repair					-45,181.28	
521-1B · Fuel						
Check	10/24/2022	808907272	TUBBS, CHRIS	rmb: fuel ch1	-141.82	General
Check	10/24/2022	808907277	CITY OF MILL VALLEY	#3510 sep fuel	-4,442.42	General
Check	10/27/2022	eft	CHEVRON, USA INC. - EFT		-1,363.59	General
Total 521-1B · Fuel					-5,947.83	
521-1C · Marine Division						
Check	10/24/2022	808907275	WEST MARINE PRO	#5627 alkaline batteries/dock lines	-40.53	General
Check	10/24/2022	808907275	WEST MARINE PRO	#1299 dock lines/safeguard lines	-60.44	General
Total 521-1C · Marine Division					-100.97	
Total 521-1 · VEHICLE MAINTENANCE					-51,230.08	
523 · SPECIALIZED SERVICES						
523-K · New Employment Backgrounds etc						
Check	10/24/2022	808907255	DEPT OF JUSTICE	#610465 october fingerprints apps&fbi	-98.00	General
Total 523-K · New Employment Backgrounds etc					-98.00	
523-L · Computer Consulting Services						
Check	10/24/2022	808907265	MARIN IT	#2022-24240 hosted backup oct 2022	-400.00	General
Total 523-L · Computer Consulting Services					-400.00	
523-P · Dept. Physical Exams						
Check	10/24/2022	808907263	KAISER - OCC MED	#320900249124 10/9/22 sep 2022 occ med	-1,384.00	General
Total 523-P · Dept. Physical Exams					-1,384.00	
523-ZA · Actuary						
Check	10/27/2022	808907280	DEMSEY, FILLIGER & ASSOCIATES, LLC	6/30/22 GASB 75 valuation/footnote	-4,500.00	General
Total 523-ZA · Actuary					-4,500.00	
523-ZB · Vegetation Management						
Check	10/24/2022	808907259	BOB'S FIRESAFE TEAM, INC	#10/19/22 homstead (tree removal)	-9,700.00	MU
Total 523-ZB · Vegetation Management					-9,700.00	
523-ZF · Outside Services						
Check	10/24/2022	808907254	CINQUINI & PASSARINO INC.	#9119 project: 9924-22 mill valley fpd - annexation	-2,568.75	General
Check	10/27/2022	808907279	MARIN LAFCo	MV Consolidation application fee	-3,114.91	General
Total 523-ZF · Outside Services					-5,683.66	
Total 523 · SPECIALIZED SERVICES					-21,765.66	
526 · TRAINING & CONFERENCES						
526-A · Training						
Check	10/24/2022	808907264	KUNST,SHANE	rmb: chief officer course 3A, 3B, 3C ITA	-1,200.00	General
Total 526-A · Training					-1,200.00	
526-I · EMS Recertifications						
Check	10/24/2022	808907269	O'CONNOR, JAMES	rmb: paramedic reaccreditation	-250.00	General
Total 526-I · EMS Recertifications					-250.00	
Total 526 · TRAINING & CONFERENCES					-1,450.00	
527 · RENT						
527-B · LSW Rent						
Check	10/24/2022	808907278	HARRISON HOLDINGS, LLC.	november 2022 rent	-27,779.00	General
Total 527-B · LSW Rent					-27,779.00	
Total 527 · RENT					-27,779.00	
583-4 · EQUIPMENT						
583-4R · New Workstations						
Check	10/24/2022	808907248	APPLE INC.	#AK11682569 macbook pro replacement (bc bai	-1,908.12	General
Total 583-4R · New Workstations					-1,908.12	

Southern Marin Fire Protection District
Revenue Expenditure Detail
October 14 through October 27

Type	Date	Num	Source Name	Memo	Amount	Division
Total 583-4 - EQUIPMENT					-1,908.12	
Total OPERATING EXPENSES					-117,039.02	
CAPITAL OUTLAY						
583-5 - FUNDED FROM RESERVES						
583-5V - Station 4 Remodel						
Check	10/24/2022	808907249	ARGO CONSTRUCTION, INC.	progress payment #2 - work through 9/30/2022	-107,825.00	General
Total 583-5V - Station 4 Remodel					-107,825.00	
Total 583-5 - FUNDED FROM RESERVES					-107,825.00	
Total CAPITAL OUTLAY					-107,825.00	
TOTAL					-739,539.59	

Southern Marin Fire Protection District
Wires & Transfers

Date	Memo	From Account	To Account	Amount
October 14 to October 27, 22				
				0.00

Southern Marin Fire Protection District

PARS Trust

Date	Pension Contributions	OPEB Contributions	Investment Earnings	Disbursed	Administrative Expenses	Balance
6/30/2011		200,000				200,000
Total FY12		300,000	14,183		(5,388)	508,795
Total FY13		300,000	47,066		(5,685)	850,176.57
Total FY14		374,000	130,603		(6,915)	1,347,864.76
Total FY15		552,000	37,335		(8,519)	1,928,680.85
Total FY16		365,000	46,616		(10,727)	2,329,569.96
Total FY17		375,000	209,322	-	(14,718)	2,899,174.17
Total FY18		355,000	171,859	-	(16,663)	3,409,370.21
Total FY19	300,000	330,000	245,451	-	(8,807)	4,276,013.92
Total FY20	300,000	253,894	194,996	-	(23,421)	5,001,482.90
Total FY21	-	250,000	994,778	-	(31,849)	6,214,411.78
Total FY22	500,000	250,000	(767,607.05)	-	(36,502.69)	6,160,302.04
7/31/2022			290,254.91		(2,975.12)	6,447,581.83
8/31/2022			(190,627.84)		(2,980.50)	6,253,973.49
9/30/2022			(386,023.48)		(2,933.03)	5,865,016.98
Cumulative	1,100,000	3,904,894	1,038,206	-	(178,083)	5,865,016.98

SOUTHERN MARIN FIRE PROTECTION DISTRICT
PARS Post-Employment Benefits TrustAccount Report for the Period
9/1/2022 to 9/30/2022Alyssa Schiffmann
Finance Manager
Southern Marin Fire Protection District
28 Liberty Ship Way, Suite 2800
Sausalito, CA 94965

Account Summary

Source	Balance as of 9/1/2022	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 9/30/2022
OPEB	\$5,150,578.17	\$0.00	-\$317,916.94	\$2,415.56	\$0.00	\$0.00	\$4,830,245.67
PENSION	\$1,103,395.32	\$0.00	-\$68,106.54	\$517.47	\$0.00	\$0.00	\$1,034,771.31
Totals	\$6,253,973.49	\$0.00	-\$386,023.48	\$2,933.03	\$0.00	\$0.00	\$5,865,016.98

Investment Selection

Source

OPEB Moderate Index PLUS
PENSION Moderate Index PLUS

Investment Objective

Source

OPEB The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

PENSION The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	-6.17%	-4.66%	-14.82%	1.61%	3.15%	4.90%	6/30/2011
PENSION	-6.17%	-4.66%	-14.66%	1.68%	-	-	3/12/2019

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

Commercial Checking Acct Public Funds

Account number: ■ October 1, 2022 - October 31, 2022 ■ Page 1 of 3

**WELLS
FARGO**

SOUTHERN MARIN FIRE PROTECTION DISTRICT
28 LIBERTY SHIP WAY STE 2800
SAUSALITO CA 94965-3320

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (182)
PO Box 63020
San Francisco, CA 94163

Account summary

Commercial Checking Acct Public Funds

Account number	Beginning balance	Total credits	Total debits	Ending balance
 	\$209,583.93	\$852,682.15	-\$786,120.36	\$276,145.72

Credits Deposits

Effective date	Posted date	Amount	Transaction detail
	10/12	415,703.86	Deposit
	10/26	418,781.94	Deposit
		\$834,485.80	Total deposits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	10/03	149.23	Stripe Transfer St-E0L3C6P7S3T5 Southern Marin Fire PR
	10/04	298.46	Stripe Transfer St-W8K0L2C5U8Z6 Southern Marin Fire PR
	10/05	1,131.04	Stripe Transfer St-I2Y5C8U3B1Y7 Southern Marin Fire PR
	10/06	859.49	Stripe Transfer St-T3L7Z4E8I3U5 Southern Marin Fire PR
	10/07	1,653.23	Stripe Transfer St-F7O5G4P9O5Z5 Southern Marin Fire PR
	10/11	668.33	Stripe Transfer St-I2J0I9x1Y3L8 Southern Marin Fire PR
	10/12	840.56	Stripe Transfer St-x7L9Q2x7x9Y1 Southern Marin Fire PR
	10/13	1,354.76	Stripe Transfer St-N6I8C9O8Q6V6 Southern Marin Fire PR
	10/14	346.04	Stripe Transfer St-O9P1F5Y2B6L4 Southern Marin Fire PR
	10/17	787.68	Stripe Transfer St-V7P6W2F5L9N7 Southern Marin Fire PR
	10/18	423.72	Stripe Transfer St-G6D1R8C0P2D8 Southern Marin Fire PR
	10/19	1,264.85	Stripe Transfer St-I5L8H1H6J0E4 Southern Marin Fire PR
	10/20	1,548.21	Stripe Transfer St-A8T3F7H9Y8B6 Southern Marin Fire PR
	10/21	1,845.70	Stripe Transfer St-Q2Z2U7K6N7W2 Southern Marin Fire PR
	10/24	1,843.98	Stripe Transfer St-R6S4C7G0D1W0 Southern Marin Fire PR
	10/25	859.49	Stripe Transfer St-B5H5W3B4P0K5 Southern Marin Fire PR
	10/26	543.07	Stripe Transfer St-M1B7S2F6M4W1 Southern Marin Fire PR
	10/27	89.84	Stripe Transfer St-E9P9S6E4K6P7 Southern Marin Fire PR

ACCOUNT CODE		AMOUNT	
1259		276,145	72
APPROVED		276,145	72

Electronic deposits/bank credits (continued)

Effective date	Posted date	Amount	Transaction detail
	10/28	1,021.31	Stripe Transfer St-K5V4T6G8C9Z0 Southern Marin Fire PR
	10/31	667.36	Stripe Transfer St-I1G7S8W0U0Y4 Southern Marin Fire PR
		\$18,196.35	Total electronic deposits/bank credits
		\$852,682.15	Total credits

Debits**Electronic debits/bank debits**

Effective date	Posted date	Amount	Transaction detail
	10/03	1,439.00	Nationwide Payments 221003 Dcd0008663451 Southern Marin Fire PR
	10/03	1,914.00	Nationwide Payments 221003 Dcd0008663450 Southern Marin Fire PR
	10/04	299.95 <	Business to Business ACH Debit - Pitney Bowes Direct Deb 221003 Pbleasing Martha Hagler
	10/04	37,902.01 <	Business to Business ACH Debit - Massmutual Reg P Rs/Rp Rtc 221003 0221120670 Southern Marin Fire PR
	10/05	38.40 <	Business to Business ACH Debit - AFLAC Insurance 100322 Knu95845489 Southern Marin Fire
	10/05	529.98 <	Business to Business ACH Debit - Pitney Purchase Direct Deb 221004 Pbpurchaspwr Martha Hagler
	10/07	1,018.71 <	Business to Business ACH Debit - ADP Payroll Fees ADP Fees 221007 927825312951R06 Southern Marin Fire PR
	10/11	296.45	Comcast 8155300 020650818 221010 0724919 Southern *Fire
	10/12	258,624.33 <	Business to Business ACH Debit - ADP Wage Pay Wage Pay 221012 9372233539225Qq Southern Marin Fire PR
	10/13	94,082.44 <	Business to Business ACH Debit - ADP Tax ADP Tax 221013 045Qq 101341A01 Southern Marin Fire PR
	10/14	1,440.00	Nationwide Payments 221014 Dcd0008708495 Southern Marin Fire PR
	10/14	1,914.00	Nationwide Payments 221014 Dcd0008708494 Southern Marin Fire PR
	10/17	38,323.01 <	Business to Business ACH Debit - Massmutual Reg P Rs/Rp Rtc 221014 0221120670 Southern Marin Fire PR
	10/18	296.45	Comcast 8155300 020652038 221017 2300890 Southern *Fire
	10/19	23.68 <	Business to Business ACH Debit - Connectyourcare ACH 221019 597836 Southern Marin Fire (C
	10/24	320.99 <	Business to Business ACH Debit - Pitney Purchase Direct Deb 221021 Pbpurchaspwr Martha Hagler
	10/26	227,687.19 <	Business to Business ACH Debit - ADP Wage Pay Wage Pay 221026 9287253997465Qq Southern Marin Fire PR
	10/27	1,363.59 <	Business to Business ACH Debit - Wex Inc Fleet Debi 221026 9100007532658 Southern Marine Fire P
	10/27	79,148.99 <	Business to Business ACH Debit - ADP Tax ADP Tax 221027 045Qq 102743A01 Southern Marin Fire PR
	10/28	38,649.01 <	Business to Business ACH Debit - Massmutual Reg P Rs/Rp Rtc 221027 0221120670 Southern Marin Fire PR

Electronic debits/bank debits (continued)

Effective date	Posted date	Amount	Transaction detail
	10/31	301.60	Comcast 8155300 120297650 221028 4717173 Southern *Fire
	10/31	506.58	Comcast 8155300 120321658 221028 4717429 Southern *Fire
		\$786,120.36	Total electronic debits/bank debits
		\$786,120.36	Total debits

< Business to Business ACH: If this is a business account, this transaction has a return time frame of one business day from post date. This time frame does not apply to consumer accounts.

Daily ledger balance summary

Date	Balance	Date	Balance	Date	Balance
09/30	209,583.93	10/12	328,825.30	10/21	200,316.68
10/03	206,380.16	10/13	236,097.62	10/24	201,839.67
10/04	168,476.66	10/14	233,089.66	10/25	202,699.16
10/05	169,039.32	10/17	195,554.33	10/26	394,336.98
10/06	169,898.81	10/18	195,681.60	10/27	313,914.24
10/07	170,533.33	10/19	196,922.77	10/28	276,286.54
10/11	170,905.21	10/20	198,470.98	10/31	276,145.72
Average daily ledger balance		\$221,147.36			

Southern Marin Fire Protection District

Reconciliation Detail

1259 - Wells Fargo Payroll, Period Ending 10/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						209,583.93
Cleared Transactions						
Checks and Payments - 20 items						
Check	09/29/2022	eft	MASSMUTUAL	X	-37,902.01	-37,902.01
Check	10/01/2022	eft	AFLAC	X	-38.40	-37,940.41
Check	10/03/2022	eft	NATIONWIDE RETI...	X	-3,353.00	-41,293.41
Check	10/03/2022	eft	PITNEY BOWES IN...	X	-299.95	-41,593.36
Check	10/04/2022	eft	PITNEY BOWES IN...	X	-529.98	-42,123.34
Check	10/07/2022	eft	ADP - EFT	X	-1,018.71	-43,142.05
Check	10/08/2022	eft	COMCAST - EFT	X	-296.45	-43,438.50
Check	10/13/2022	eft	PAYROLL	X	-258,624.33	-302,062.83
Check	10/13/2022	eft	PAYROLL TAXES	X	-94,082.44	-396,145.27
Check	10/13/2022	eft	MASSMUTUAL	X	-38,323.01	-434,468.28
Check	10/13/2022	eft	NATIONWIDE RETI...	X	-3,354.00	-437,822.28
Check	10/15/2022	eft	COMCAST - EFT	X	-296.45	-438,118.73
Check	10/19/2022	eft	CONNECT YOUR C...	X	-23.68	-438,142.41
Check	10/21/2022	eft	PITNEY BOWES IN...	X	-320.99	-438,463.40
Check	10/27/2022	eft	PAYROLL	X	-227,687.19	-666,150.59
Check	10/27/2022	eft	PAYROLL TAXES	X	-79,148.99	-745,299.58
Check	10/27/2022	eft	MASSMUTUAL	X	-38,649.01	-783,948.59
Check	10/27/2022	eft	CHEVRON, USA IN...	X	-1,363.59	-785,312.18
Check	10/31/2022	eft	COMCAST - EFT	X	-506.58	-785,818.76
Check	10/31/2022	eft	COMCAST - EFT	X	-301.60	-786,120.36
Total Checks and Payments					-786,120.36	-786,120.36
Deposits and Credits - 24 items						
Check	09/26/2022	80890...	SOUTHERN MARIN...	X	300,000.00	300,000.00
Deposit	10/03/2022			X	149.23	300,149.23
Deposit	10/04/2022			X	298.46	300,447.69
Deposit	10/05/2022			X	1,131.04	301,578.73
Deposit	10/06/2022			X	859.49	302,438.22
Deposit	10/07/2022			X	1,653.23	304,091.45
Check	10/10/2022	80890...	SOUTHERN MARIN...	X	300,000.00	604,091.45
Deposit	10/11/2022			X	668.33	604,759.78
Deposit	10/12/2022			X	840.56	605,600.34
Deposit	10/12/2022			X	115,703.86	721,304.20
Deposit	10/13/2022			X	1,354.76	722,658.96
Deposit	10/14/2022			X	346.04	723,005.00
Deposit	10/17/2022			X	787.68	723,792.68
Deposit	10/18/2022			X	423.72	724,216.40
Deposit	10/19/2022			X	1,264.85	725,481.25
Deposit	10/20/2022			X	1,548.21	727,029.46
Deposit	10/21/2022			X	1,845.70	728,875.16
Deposit	10/24/2022			X	1,843.98	730,719.14
Deposit	10/25/2022			X	859.49	731,578.63
Deposit	10/26/2022			X	543.07	732,121.70
Deposit	10/27/2022			X	89.84	732,211.54
Deposit	10/27/2022			X	118,781.94	850,993.48
Deposit	10/28/2022			X	1,021.31	852,014.79
Deposit	10/31/2022			X	667.36	852,682.15
Total Deposits and Credits					852,682.15	852,682.15
Total Cleared Transactions					66,561.79	66,561.79
Cleared Balance					66,561.79	276,145.72
Uncleared Transactions						
Deposits and Credits - 1 item						
Check	10/24/2022	80890...	SOUTHERN MARIN...		300,000.00	300,000.00
Total Deposits and Credits					300,000.00	300,000.00
Total Uncleared Transactions					300,000.00	300,000.00
Register Balance as of 10/31/2022					366,561.79	576,145.72

12:03 PM

11/01/22

Southern Marin Fire Protection District
Reconciliation Detail
1259 - Wells Fargo Payroll, Period Ending 10/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 3 items						
Check	11/01/2022	eft	NATIONWIDE RETI...		-3,354.00	-3,354.00
Check	11/01/2022	eft	AFLAC		-38.40	-3,392.40
Check	11/08/2022	eft	COMCAST - EFT		-296.50	-3,688.90
Total Checks and Payments					-3,688.90	-3,688.90
Deposits and Credits - 1 item						
Deposit	11/01/2022				949.66	949.66
Total Deposits and Credits					949.66	949.66
Total New Transactions					-2,739.24	-2,739.24
Ending Balance					363,822.55	573,406.48



STAFF REPORT

SOUTHERN MARIN FIRE PROTECTION DISTRICT

MEETING DATE: Wednesday, November 16, 2022

AGENDA TITLE: Association Report

LEAD DIVISION: N/A

RECOMMENDED MOTION: Suggested Action: Receive Oral Report.

SUMMARY N/A

BACKGROUND N/A

DISCUSSION/ANALYSIS N/A

FISCAL IMPACT N/A

ATTACHMENTS

N/A PREPARED BY: Anonymous User

REVIEWED BY: N/A

SUBMITTED BY: Christian Tubbs, Fire Chief