

**KENWOOD FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 15, 2022**

MINUTES

MEETING: Meeting called to order at 16:00 hrs. Directors Cooper, Doss, Moretti, Atkin, Uboldi and Chief Bellach were present. Chief Bellach asked to add the Oath of Office for Uboldi, Atkin and Cooper to the Action items.

ROSTER: 14 Volunteers, 6 Part-Time and 2 Full-Time. Chief Bellach reported that we have hired another Part-Timer, Ernie Mora, from Sonoma Valley Fire. We just took in 3 SRJC Interns from the FF-1 Academy. We will be training them to meet our minimum standards and bring them up to speed to be Part-Timers.

CLAIMS: MSP Atkin/Cooper to approve claims #22-23-5 for \$39,324.26 and payrolls 10/07/22 for \$44,330.01 and 10/21/22 for \$12,129.81. Director Cooper asked what happened to the chainsaw. Chief Bellach reported it needed a tune-up and a new carburetor. Director Cooper also asked about the tire replacement on 3181. Chief Bellach reported that the inside dual tires were wearing faster than the others and needed to be replaced.

OLD BUSINESS: MSP Doss/Cooper for approval of video conference option under AB 361.

Consideration of the Kenwood Fire Protection District Board to accept the Ad Hoc Consolidation Exploration Committee Report dated October 11, 2022 and adopt the conclusions and recommendations contained in the report is tabled until December Board Meeting. Director Uboldi asked to open this up for discussion. He felt the document is a good document, but that we did not need to adopt it at this point. The County funds are not there for consolidation right now and the document could use more work and exploring. Director Cooper felt that the report was exactly conclusions and recommendations to be used to further the department's agenda in looking into consolidation. He agreed that we should not adopt it. Director Moretti stated, it's a question of how much work do we need to do along this line of consolidation to be in a position to deal with the end of our staffing agreement on June 30th. We need to work on parallel paths. As we get closer to this time, we need to know where we are in regards to consolidation. Chief Bellach stated that the report does not bind us to consolidation or commit. It simply states that the overall best level of service for our community in the future would be to consolidate. He felt adopting the report would not create an agreement to any consolidation, but to have the board agree that in the future, consolidating would be in the best interest of our community. Director Atkin stated the report was just that, a report. This was not a policy. He said at the last meeting Director Doss and himself were appointed to the consolidation Ad Hoc to take the next steps. If we do not know what the next steps are it is awkward for the committee to do anything. If the committee was taking the steps that would

lead to consolidation and the Board has not adopted that as the policy it creates an odd situation. He felt it is important that the Board makes a decision. Director Doss stated that the purpose of the report was to outline certain parameters that we have reviewed and what our status is and what are we looking to do. Last month we reported on the strategic plan from Sonoma Valley Fire. Their Board has agreed that they are open to and consideration of consolidation with neighboring districts. Our report recognizes that there is no funding from the County. If there was funding, the reports states we would be open to discuss. His perspective is if we adopt this report, all we are saying is we agree to have these conversations and not committing ourselves to any deal. The message to the community is essential. When we agreed to accept the funding from the County, it was agreed that the district would be open and continue to look into consolidation. Director Atkin also brought up the ambulance situation. He asked how does the ambulance provider play into the consolidation. This is something we need to look into. Director Uboldi stated that if we did decided to consolidate with Sonoma Valley Fire, would they gear up their ambulance service and maybe provide an additional ambulance. Chief Andreas who was present stated that there has been talk of maybe a 3rd ambulance, if funding was available. Tony Ghisla stated that he would like to see more focus on other departments that would be interested in consolidation with us. He would also like to see a report on how the district can remain independent and not consolidate. Chief Bellach stated that for a short term plan 3-5 years, this could be done. Looking into a long term plan 15-20 years, the funding is just not there. We also cannot live grant to grant assuming we are able to get them for a stable future. Director Atkin asked the Board if they agree on these items to work on or happen. (1) The availability of county funding maybe in the next fiscal year. (2) Explore all candidates for consolidation. (3) Look more thoroughly into the ambulance situation. (4) Look at how the gap funding was calculated. Director Uboldi stated that we should table this item until we do more research. This will be back on the agenda for next month.

Director Atkin reported the original budget adopted for FY2022-23 Operating Budget did not meet our current needs due to the staffing situation. The finance committee met and proposed some modifications to the budget. The final budget had a healthy contribution to the replacement reserve. We also did not do anything with the excess revenue over expenses from last Fiscal Year. We also had budgeted for an additional Captains position so the Chief could get off the engine. When the staffing issue hit, we decided that we need to make funds available for salaries and wages so we could competitive and retain staff. The contribution to the reserve was reduced by \$70,000.00. There was approx. \$58,000.00 in the profit from last year. The Captains position was already funded so that would give approx. \$95,000.00 back to the salary and wages. The money that was budgeted for the overage of the temporary staffing agreement from Sonoma Valley would have to be subtracted from that amount for a total of available funds being \$185,000.00 going to salary and wages. There are two other potential sources of funding available. Grants and possibly a desire of KFA contributing funds. The finance committee did not see its role as managing the HR of the dept. The Chief with the HR committee could establish the proposed wage and salary increases. Director Doss asked if we approve moving these funds to allow them to be available to increase salaries, how would we do that. Chief Bellach stated that the HR committee would meet with him and look at all the

comparison salaries. We then would come up with a percentage or an amount to present to the board. The pay increase would be spread over all positions. (2 Captains and 2 Engineers) This would allow us to fly captain's positions at a lateral level. This would allow us to attract more people. MSP Doss/Cooper to adopt the revised budget.

MSP Cooper/Doss to modify budget for Capital Fund FYE 6/30/23, to address staffing challenges.

Chief Bellach gave the Oath of Office to Director Uboldi, Atkin and Cooper

CHIEF'S REPORT: Director Doss reported for the HR committee. He handed out a draft Fire Chief Evaluation form and Article 6 of Board Policies – Delegation of Board Authority. The form had been modified from last month. He asked the board to look at it and please let him know if anyone would like to see any changes. Next month the form will be approved by the board. Captain Ghisla reported for the Grant committee. They were able to secure a grant from the County for a new gas detector. Currently looking at writing grants for new portable radios and a FEMA grant for staffing. KFA received \$15,000.00 from the Manutua grant. Next year we will reach out to Manutua for a septic grant. Also looking at a Wildland Mitigation grant in terms of hiring more staff.

The LED sign is on hold. We have put in an application for funding from the County. January we should get approval of the funding.

Director Cooper met with the Chief and took a look at 3197 and all the updates and repairs that were completed. The head sets were installed yesterday. The total cost was \$70,756.60.

GOOD OF THE ORDER: Chief Bellach reported the Christmas party will be on December 10th as well as Santa coming to the station for the public. We will also have an Open House that day from 10:00am-1:00pm.

Respectfully submitted,

Attest:
