

**KENWOOD FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
JULY 11, 2023**

MINUTES

MEETING: Meeting called to order at 16:00 hrs. Directors Cooper, Uboldi, Doss, Moretti, Atkin and Chief Bellach were present. Director Doss asked to move the HR report to action item 6.b.

Director Atkin stated it had come to his attention that there were some volunteers that wanted to express their thoughts on the staffing extension agreement. He invited those members present to speak at this time. Members who spoke were: Captain Tony Ghisla, Firefighter Joe Platt, Firefighter Steve Heidorn and Captain Gary Uboldi - all felt that a staffing agreement was needed with Sonoma Valley Fire. They felt that if they became a Sonoma Valley Fire employee and losing our identity as Kenwood would not be good.

MINUTES: MSP Moretti/Uboldi to approve the minutes of June 13, 2023.

CHIEF'S REPORT: 12 Volunteers, 6 Part-Time and 2 Full Time. Chief Bellach reported we lost one out of district volunteer who could not meet our minimum requirements. The LED sign is now up and running.

CLAIMS: MSP Cooper/Doss to approve Claim #22-23-13 for \$63,224.71 and Claim #23-24-01 for \$30,669.46 and payrolls dated 06/02/23 for \$12,538.15 and 06/16/23 for \$13,596.44 and 06/30/23 for \$13,902.22.

OLD BUSINESS: MSP Doss/Uboldi for Consideration of Approval of video conference option under AB 361.

Director Doss reported for the HR committee regarding the terms of the staffing extension agreement with Sonoma Valley Fire District. They have met twice now regarding the staffing agreement. They looked at the process and numbers that would eventually go to the finance committee. They also have been looking into retirement plans/ PERS to see what would happen to current employees. Chief Bellach and Chief Akre presented a proposal to the HR committee for the transition of all personnel becoming Sonoma Valley Employees to start July 1st, 2024. The contract would still start on September 1st, 2023 for staffing. There was also talk about the administrative services of the district and how that could be continued by the district. The lease of the facilities and the equipment was also discussed, Chief Akre felt that we could continue without having to have a lease agreement and just add them to our insurance policy. Chief Akre spoke and stated he wanted to remind everyone that we are trying to provide the best service for the community and have been successful in doing this. We are open to adjustments with the contract and know what was created for Glen Ellen may not work for Kenwood. The Kenwood Firefighters Association will remain its own entity to serve the community. For the

sake of operational, safety, command and control we have to be one agency. This is not negotiable and cannot be vague. Sonoma Valley did sign the waiver from Liebert Cassidy Whitmore for the informed consent agreement.

Director Atkin expressed his appreciation on how the HR committee, along with Chief Akre have made changes to the contract reflecting the boards concerns. He felt the August deadline is coming fast and maybe have to extend our agreement longer to get the contract drawn up. With Chief Bellach becoming a Captain, what will be the chain of command between the board and Sonoma Valley? Chief Akre would be the Chief. Chief Bellach would be a Captain and employed by the district. It is up to the district to determine its level of engagement at the administrative level.

Director Atkin produced a list of administrative duties that he received and felt this would be a good start for the HR committee to start with and come back to the board with a complete list. The question came up, how and who would be responsible to advise the board and make the decision if an apparatus needed to be replaced. This is where it gets a bit convoluted, Chief Akre would be the Chief and report directly to the board. It would be the responsibility of the board to make the decision on releasing the funds to purchase a new apparatus. Director Doss also brought up the issue of who would be the clerk of the board.

Director Doss produced 2 letters from the County in regards to the \$500,000.00 request from the County. At this time, the request was pushed to the Fire Ad Hoc committee. The Fire Ad Hoc committee had not approved the funds for the district. Chief Akre stated he has been in contact with the Fire Ad Hoc and they have a series of 2 meetings set up in August to discuss these funds as well as other funding for other agencies.

MSP Moretti/Doss for the approval of a cash management plan to invest excess cash in California Class funds; for both the operating account and the reserve account, and identify and authorize individuals to manage cash for the district and specify the Chief to be the operating person at the direction of the boards Finance committee. Director Moretti reported they have looked into this account and felt that the board move forward with creating an account and move funds into this account. He felt that we should move up to 9 months of our operating budget into this account and move funds as needed throughout the year. The question was brought up, who would manage this for the district once Chief Bellach is no longer chief.

Approve engagement of independent legal counsel to advise on staffing agreement. Director Moretti reported that he and Director Atkin had interviewed council that was recommended to them. They had felt originally that it was too much for Bill Adams to act as council for both sides for the Sonoma Valley Contract. Liebert Cassidy Whitmore stated they would need an informed consent agreement from both agencies before working with us on the contract. Directors Atkin and Moretti still have to interview another firm before they make a decision. They may come back to the board for approval before the next meeting.

NON-ACTION ITEMS: Director Atkin looked at the 2023 Y/E P&L. He noticed an excess of funds of \$280,000.00. Once we know the final numbers next month, we may want to take some excess funds and put them into our reserves.

GOOD of the ORDER: Director Doss asked with the power outage we had the other day, were we ready for this season? Chief Bellach stated we had our generator running for close to 13 hours and had no disruption. We are ready.

Respectfully submitted,

Attest:
