

**KENWOOD FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
DECEMBER 13, 2022**

MINUTES

MEETING: Meeting called to order at 16:00 hrs. Directors Doss, Moretti, Atkin, Uboldi and Chief Bellach were present. Director Cooper was absent. Chief Bellach requested moving item 6.b to the beginning of the meeting for a Zoom presentation.

MINUTES: MSP Moretti/Atkin to approve the minutes from the November meeting. Director Atkin asked if we need this much detail in the minutes and maybe shorten them a bit. Chief Bellach stated he was asked a couple of years ago to create more detailed minutes. Director Doss stated that he was one that had asked for more detailed minutes so it was clear to the public on what was said in the meetings. Chief Bellach stated he would scale the minutes down for next month's minutes.

ROSTER: 14 Volunteers, 6 Part-Time & 2 Full-Time. Chief Bellach reported no change on the roster. We are continuing to train our new interns as well as our part-timers to bring them up to speed for possible hiring in the next few months. During our open house on December 10th, we only had one community member show interest.

CLAIMS: MSP Atkin/Moretti to approve claim #22-23-6 for \$156,013.59 and payrolls 11/04/22 for \$14,384.89 and 11/18/22 for \$17,073.05.

OLD BUSINESS: MSP Doss/Atkin to approve the video conference option under AB 361.

Chief Bellach reported that the HR committee met and are still working on the proposal to the Board on the actual pay increase scale. We should have those numbers by next month. Attached to the agenda were the salary comparisons, available funds after adjustments and the Districts current salary scale. Director Doss stated that this was just to show the Board what the HR committee was looking at. The committee is still doing the analyses and this presentation was not meant to be a recommendation but just a presentation to keep the board advised. We hope to have the actual figures by January 10th. Director Atkin stated that he had thought the total available funds would go towards hiring another Captain and Engineer in addition to our 5 previous fulltime positions. This would give us a Captain and an Engineer on every shift for 2.0 staffing BLS. He felt that the HR committee needs to figure out what our staffing needs should be and determine the wage growth on that staffing. Chief Bellach stated that if we were to hire 2 more additional employees in addition to what our previous staffing was prior to the Sonoma Valley Fire contract, we would not have enough funds to make our wages comparable to neighboring agencies. The HR committee will work on different strategic options and present it to the board.

Director Atkin noted he had found a sentence in our last audit under the pension plan footnote that he had a question about. The audit stated that employees are not required to contribute a percentage of their annual covered salary to the PERS retirement, and the district pays both the employee and the employer rate. Chief Bellach stated that the auditor is incorrect. Chief Bellach is the last employee to receive 100% coverage, any new employees and/or Pepra members must pay their percentage as well as the district paying their percentage for each employee. Chief Bellach will contact the auditor to make those corrections. This error was on page 27 of the audit.

There was not much change on the AD Hoc Consolidation Exploration topic from the last meeting. Chief Bellach brought up a question from last month in regard to the ambulance service provider in our EOA 1 area and what would happen with a consolidating agency who provides ambulance service to a different area. Chief Akre from Sonoma Valley Fire was present in the meeting, Chief Bellach asked Chief Akre to discuss this topic.

Chief Akre stated in talking with the Department of Health Services who oversees ambulance service zones and the RFP for EOA 1, states there is a process to go through if consolidation was done with another ambulance provider. This involves updating the county EMS plan and action by the Kenwood Fire District governing body. Most likely this would not remove Kenwood from EOA 1 until the expiration of the current contract. Some options moving forward is that if Sonoma County Fire District was awarded the new contract, they would honor the consolidating agency to give ambulance service to that new response area. If another entity was awarded the contract, then it is a matter of sitting down with them to discuss a similar type of agreement. Chair Uboldi stated that we will continue research on this topic and hope to have more questions answered by next month's meeting. Chief Bellach asked the board if he could arrange a time for Chief Heine from Sonoma County Fire District come and speak on consolidation. Director Atkin and Uboldi stated that this meeting should be done with the consolidation ad hoc committee first. Chair Uboldi asked to table this topic for next month.

The Board voted and chose Richard Holmer to be the Special District LAFCO Representative.

CHIEF'S REPORT: Chief Bellach reported that we have received our septic permit from PRMD. The permit is good for 5 years. Tony Ghilsa reported on the grant committee. Fred Griffin is now working on the radio grant. He is trying to find one source to fund the whole project. Another option would be to look at smaller grants and piece out the total cost for the radios. The SAFR grant application period opens in January. We have found out that there is no cost sharing for this grant. This grant would pay for personnel for three years. Tony asked for some direction from the board as to what we want positions and how many we want to hire. Do we want to go to 3.0 staffing or try to maintain our current staffing level prior to the agreement with Sonoma Valley Fire. Chief Bellach suggested that we put in for a minimum of 2.0 staffing first. We need to maintain the 2.0 staffing level on all shifts before we even look 3.0 staffing. Once we have the funds and are to maintain the 2.0 staffing we can look at 3.0 staffing. Chair Uboldi believed we should try to maintain 2.0 staffing before we make the jump to 3.0 staffing.

Director Atkin asked for the HR committee to come back to the board with the best recommendation for staffing and wage increases.

Cathy MacLeod presented our 2021 Actuarial Valuation hello and GASB 75 Report. She spoke about the Districts Explicit and Implicit Liabilities as well as other Subsidy Liabilities. The district continues to prefund its OPEB liability, contributing 100% or more of the Actuarially Determined Contributions each year. The complete report is available on our website to view. Director Doss reported on the HR committee, last month they handed out the chief's evaluation form for review. The board needs to have a meeting to evaluate the chief sometime in January. This will need to be a closed session meeting, either part of the regular meeting or have a special meeting. It was discussed and a meeting or date was not determined.

GOOD of the ORDER: None.

Respectfully submitted,

Attest:
