

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

**MINUTES**

**MEETING:** Meeting called to order at 16:00 hrs. Directors Doss, Uboldi, Cooper, Moretti, Atkin and Chief Bellach were present. Director Atkin asked to have the Consolidation and HR committees report before action item 6a.

**MINUTES:** MSP Cooper/Moretti to approve the minutes from the March meeting.

**CHIEF'S REPORT:** 13 Volunteers, 6 Part-Time and 2 Full-Time.

Chief Bellach reported the job announcements for Engineer and Captain were made public on March 27<sup>th</sup>. The application filing period is March 30<sup>th</sup> – April 30<sup>th</sup>. The annual salary for Engineer is \$91,140.00 - \$101,178.00. Captain is \$108,714.00 - \$120,054.00. As of today, we have one application.

Chief Bellach reported Director Doss, Engineer Molesworth and himself will be meeting with the FSWG group to start talking about our funding needs if the new tax measure was to pass. The FSWG group is meeting with all the Zones. The funding requests are much higher than what the funding from the tax measure will bring in. The measure has a potential to bring in \$60 Million annually. The service standard for staffing is 3.0, the measure may get us to that level. Due to a lot of new needs and requests, this may be challenging to accomplish across the board. Update from the FSWG group, the feasibility study has been completed and it is trending at 65% in support of the measure. A citizen based ballot is being considered that would require a simple majority vote. The Fire Ad Hoc group was reformed. It consists of Supervisor Linda Hopkins, David Rabbitt and County CAO Tina Rivera. The LAFCO, Gold Ridge Sphere of Influence application hearing will be on the April 5<sup>th</sup> agenda for the BOS. A letter from Chief Akre was received today in regards to the request of a 90 day extension of our current contract for services with Sonoma Valley Fire. Sonoma's Board and sub-committee said they would be able to commit to a 60 day contract extension. Chief Akre spoke regarding this. The reason was, we are getting into wildland season and staffing shortages. After July 1<sup>st</sup>, we are getting close to a year and this puts a strain on the work force coming into wildland season as well as creating a lot of overtime. Chief Akre stressed that it has been over a month since they have been able to meet with the Kenwood Board and sub-committees. There has been no board direction and we are running out of time and opportunities.

Director Atkin asked if the Chief could compare last year's tax revenue to this year's revenue to date.

**CLAIMS:** MSP Moretti/Uboldi to approve claim #22-23-10 for \$67,179.20 and payrolls 4/7/23 for \$14,663.27 and 4/21/23 for \$12,458.83.

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

Director Doss reported for the Consolidation and HR committees. A month ago, they brought to the board how we could be staffing for the future. They looked at an extension of a contract with Sonoma and/or our own staffing. Last month, the board agreed to instruct the Chief to move ahead with a hiring announcement. There are two decisions to be made, one is 2.0 staffing BLS and 2.0 staffing ALS through a contract. The consolidation committee have had several meetings as well as a Zoom meeting with Supervisor Gorin, Terri Wright, Chief Bellach and Chief Akre. Funding was discussed. If there was funding available there are certain opportunities that can arise. It was clear that there is no funding available in the up-coming budget. We are currently under contract with the County for funding; \$180,000.00 for revenue sharing and \$120,000.00 for stabilization funding. The \$180,000.00 is perpetuity. The \$120,000.00 is a 10 year agreement with only the first 2 years guaranteed. They used the number of \$330,000.00 that would be needed to get us up to competitive salaries. At the end of the meeting, they were invited by Supervisor Gorin to apply through her for a supervisor budget request form. This is a request by each individual supervisor to request one time funding. A copy of the completed form was presented at the meeting. It asked for one time funding of \$500,000.00 for staffing (\$180K, \$120K and \$200K).

Director Atkin introduced the new proposed salary schedule. The numbers for the competitive salary schedule was presented to the board in the February board meeting. The salary schedule presented tonight is based on the numbers presented in the February meeting. Step 1 matches those numbers in February, the differences are related to the steps. The steps need to be equal percentages every year to make reporting to PERS easier. A 3% increase per year was done. At 5%, this put us way over the numbers presented in February. The salary contract for approval is as follows: Captain, Step A-\$108,714.00, Step B-\$111,975.00, Step C-\$115,334.00, Step D-\$118,794.00, Step E-\$122,358.00. Engineer, Step A-\$91,140.00, Step B-\$93,874.00, Step C-\$96,690.00, Step D-\$99,590.00, Step E-\$102,577.00. Director Doss made a motion to except the new salary schedule effective May 1<sup>st</sup>, 2023 for all FT employees, including our one FT Engineer, 2<sup>nd</sup>: Cooper, All AYE.

Director Cooper asked if we have an employee who wants to get their paramedic or any other training and receive compensation/incentives for this, do we have a program for that? We do not have an employee who would like to be in training, but in the past the District has paid a percentage of their class costs. This can be done case by case.

Director Atkin asked if there is a draft agreement and costs for a proposed agreement extension with Sonoma Valley. Chief Akre stated yes there is and it was presented to the Chief and sub-committee. There was going to be a March 24<sup>th</sup> special meeting to discuss this and present an updated draft for contract of services. This meeting was canceled by the board. Chief Bellach made a suggestion that the board have a special meeting between now and May

9<sup>th</sup> to discuss this topic. April 18<sup>th</sup> at 4:00pm was agreed to hold a special meeting to review draft documents for a 5 year staffing contract with Sonoma Valley.

May 16<sup>th</sup> at 6:30PM was set for the public hearing to set the tax rate for FY 2023-24.

Director Atkin wrote a letter to Bill Adams asking his input on his ability to serve/advise us and Sonoma Valley Fire in connection with the extended staffing agreement and if he felt uncomfortable or if it was appropriate for us to have independent council to suggest some potential candidates. Bill wrote back and it was interpreted that we should have independent council. Chief Bellach stated he interpreted Bill's response as being neutral and the board could sign a conflict of interest waiver. Director Atkin determined there is a conflict of interest and his opinion is to have separate council. Director Atkin and Moretti were appointed as an ad hoc committee to find new council candidates for the terms of contract with Sonoma Valley. Motion; Atkin, 2<sup>nd</sup>: Moretti, All AYE.

**NON-ACTION ITEMS:** Tony Ghisla reported for the Grant committee and stated they are looking at other sources of funding for the septic. The Safer grant has been submitted. They are working on getting reimbursed from the County for the LED sign. A matching grant with CALFIRE was completed. We are asking for wildland boots, TIC's and web gear. Total cost is around \$12,000.00.

**GOOD of the ORDER:** None.

Respectfully submitted,

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Attest:

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