

Sonoma Valley Fire District

Board of Directors Meeting

February 13, 2024





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Board of Directors Meeting

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**MEETING AGENDA
SONOMA VALLEY FIRE DISTRICT
BOARD OF DIRECTORS**

Tuesday, February 13, 2024 at 6:00 P.M.
Location: Sonoma Valley Fire District Station 1
630 2nd Street W., Sonoma, CA 95476

This meeting is being conducted in person with videoconference capabilities in accordance with the Ralph M. Brown Act, California Government Code Section 54950, et seq. Agenda, Zoom link, and board packet materials are available at the following website: <http://sonomavalleyfire.org>

To join by phone: 1-669-900-9128

Meeting ID: 914 153 1767

Meeting Passcode: 3300

1. **Call to Order**

2. **Roll Call and Determination of a Quorum**

Board of Directors: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Brian Brady, Mark Emery, Nick Greben, Terrence Leen.

3. **Pledge of Allegiance**

4. **Confirmation of Agenda**

Opportunity for the Board to reorder agenda items.

5. **Comments from the Public**

(At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for consideration by the Board of Directors.)

6. **Presentations**

7. **Consent Calendar**

a) Approval of minutes from the regular meeting held on, January 9, 2024. **Action Item**

8. **Fire Chief's Monthly Report**

January/February Chief's Report

9. **Old Business**

10. **New Business**

a) Additional staffing request for three firefighter positions. **Action Item**

11. **Other Business to Come before the Board**

12. **Comments from the Floor**

13. **Comments/Reports from the Board**

14. **Closed Session**

15. **Adjournment**

This meeting will be adjourned to a regular Board meeting on March 12, 2024 at 6:00 p.m. in the Training Room of Sonoma Valley Fire District, Station 1, located at 630 2nd Street West, Sonoma, CA.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available at the following website at <http://sonomavalleyfire.org>.



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 February 13, 2024

Agenda Item No.	Staff Contact		
7a	Maci Bettencourt, Clerk of the Board		
Agenda Item Title			
Approval of the regular meeting minutes held on January 9, 2024.			
Recommended Actions			
Approve the minutes			
Executive Summary			
The minutes have been prepared for Board review and approval.			
Alternative Actions			
Correct or amend minutes prior to approval			
Strategic Plan Alignment			
Fiscal Summary – FY 23/24			
Expenditures		Funding Source(s)	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (if required)			
Not Required			
Attachments			
1. Minutes for January 9, 2024 regular meeting			

SONOMA VALLEY FIRE DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Tuesday, January 9, 2024

**Meeting was held in person at Station 1, 630 2nd Street W, Sonoma, Ca. 95476
and via video conference for general public access.
Join by phone: 1-669-900-9128 | Meeting ID: 914 153 1767 | Meeting Passcode: 3300**

1. Call to Order

President Norton called meeting to order at 6:05 PM

2. Roll Call and Determination of a Quorum

Board of Directors present: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Director Brian Brady, Director Mark Emery, Director Nick Greben and Director Terrence Leen. Vice President John (Matt) Atkinson was in attendance via zoom and will be abstained from voting.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Director Leen and recited by all.

4. Confirmation of Agenda

None

5. Comments from the Public

Public: Chief Steve Akre, Sean Lacy, Mason Lewis, Kris Garayalde, and Thomas Flynn.
Virtual: Allison Ash, w/MVFF, Jason Campbell, Laura Banuelos, Mark Branconi, Dusty Garcia, Spencer Andreis, Gary Johnson, and Gabe Stirnus.
No comments heard from the public.

6. Presentations

None

7. Consent Calendar

- a) Board reviewed and approved the meeting minutes from the regular board meeting held on November 14, 2023. **M/S/P Johnson/Greben – 5 ayes/2 abstained (Atkinson and Leen)**

8. Fire Chief's Monthly Report

Chief Akre gave a monthly report to the board. Report attached.

9. Old Business

- a) Reviewed and approved the updated staffing services agreement between SVFD and KWFPD. This contract was previously approved in late August by the Board. Edits were then made by KW Fire Board to the effective date, which lead to a contract price decrease. **M/S/P Brady/Leen – 6 ayes/1 abstained (Atkinson)**

10. New Business

- a) Chief Akre requested direction from the Board in building a policy for Board Member recognition upon retirement from the Board.
- A shadow box style plaque to be issued for seated Board Member upon retirement or conclusion of their term(s).
 - A helmet style plaque to be issued for former Suppression and seated Board Member at the conclusion of their term(s).
- Retired Board Members needing recognition to be reviewed by District Staff with assistance sought from Peter VanFleet.

11. Other Business to come before the Board

None

12. Comments from the Floor

Chief Akre reminded the Board about the SCFDA Meeting on Friday, Jan 25th at Station 6.

13. Comments/Reports from the Board

Director Leen recognize Engineer Ryan McCracken for his attendance and knowledge provided regarding AED placement within the Veterans Building during the last Native Sons of the Golden West meeting. Director Emery echoed is appreciation to Ryan for his assistance with St. Leo's Church as well.

14. Closed Session

None

15. Adjournment

M/S Emery/Norton – 6 ayes/1 abstained (Atkinson)

Meeting was adjourned at 7:32 pm to a regular Board meeting on February 13, 2024, at 6:00 p.m. This meeting will be conducted in person with videoconference capabilities available to the public. *Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available at the following website: <http://sonomavalleyfire.org> under the Governance tab.*

Respectfully submitted,

Maci Bettencourt
Clerk of the Board



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 February 13, 2024

Agenda Item No.	Staff Contact
10a	Steve Akre, Fire Chief

Agenda Item Title
 Approval of Hiring 3 additional new FF Positions conditional on passage of Measure H

Recommended Actions
 Approve Hiring 3 new FF Positions

Executive Summary

In an effort to address immediate and foreseeable long-term recruitment and retention considerations, specifically related to the upcoming Sales Tax Measure, the Board is being asked to consider and approve the authorization of the hiring of 3 additional Firefighter positions contingent on the passage of Measure H. Staff requests that the Board utilize SV Fire District general and possibly reserve funds for these positions. When the Sales Tax Measure passes, the SVFD will need to hire 9 additional Firefighter positions. This important step will allow the SVFD to hire 3 highly desirable candidates from our eligibility lists, and thereby reduce the number of new hires from the Sales Tax Measure to 6. The Command Staff and Labor/Mgt Group are both in full support of this proposal.

The hiring of the 3 additional FFs after the passage of Measure H will allow the Department to staff Medic 302 out of FS 2. This is the highest priority for the Department and has been confirmed by unanimous agreement of the Labor/Mgt Group.

Financial: The Board previously approved \$243,826 to fund 3 new positions from 12/23 to 7/24. Due to the length of hiring process, we were not able to start these 3 until late February 2024. With this cost savings, the additional amount needed to fund the 3 additional positions for the remainder of the FY is only \$1,823.

Alternative Actions
 Request additional information or propose changes

Strategic Plan Alignment
 Goal 2- Objective 2A and 2C

Fiscal Summary – FY 23/24			
Expenditures		Funding Source(s)	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$ 1,823	Fees/Other	\$
	\$	Use of Fund Balance	\$ 1,823
	\$	Contingencies	\$
		Grants	\$
Total Expenditure	\$ 1,823	Total Sources	\$ 1,823

Narrative Explanation of Fiscal Impacts (if required)
 The funding being requested is for a 3-month period covering the remainder of the current Fiscal Year.

Attachments