



Southern Marin Fire Protection District

308 Reed Boulevard
Mill Valley, California 94941

Phone: 415 388-8182 Fax: 415 388-8181

PERSONNEL COMMITTEE MEETING

Thursday April 11, 2019

07:30am

Headquarters - Station 9

AGENDA

Agenda Adjustments:

1. Approval of March 2019 minutes
2. Workers Comp
3. Hiring Update

Closed session:

1. Discuss Labor Negotiations pursuant to Government Code Section 54957.6

Agency Negotiator: Personnel Committee

Open Session: Report on any action taken in closed session



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PERSONNEL COMMITTEE MEETING

Wednesday March 14, 2019

7:30 am

Meeting Minutes

Called to Order: 07:36am

In Attendance: Fire Chief Tubbs, Deputy Fire Chief Peterson, Recording Secretary Melka, and Directors Perazzo and Willis

Absent: Director St. John, Human Resources Manager Andre

Open Time for Public Expression: Bob Briare/would like to express concerns about Fire Marshal job position.

Agenda Adjustments: Added two items to agenda; first was the promotion of a new Captain and second was the Fire Marshal update.

Approval of December Minutes:

M/s Willis/Perazzo

Workers Comp Update:

- There are two employees out on workers comp right now. There is one employee that is light-duty who is cleared for one injury and waiting on clearance for another injury to qualify for full-duty. The other employee is approved for workers comp/light-duty, however, will be going on a prescheduled vacation.

Hiring Update:

- There's been a job offer for the Prevention Administrative Aide, and awaiting the expedited background check. The applications for the Fire Inspector (full and part-time) positions have been submitted to Deputy Fire Marshal. Deputy Fire

Chief will screen the resumes with the Deputy Fire Marshal for the most qualified candidates. The Academy starts 3.25.19, so the newly hired fire fighters will attend. The newly hired are two Paramedics and three EMT's, yielding five employees.

- Retirement update includes Industrial Disability Retirement (IDR) filed for Gloeckner and Blount is filing for an IDR. District is paying the retirement equivalent; once it's accepted there will be a payback on that IDR amount to the District. Raffini will be retiring at the end of this month.
- Administrative Aide Hoggan's last day was on the 8th of March and Administrative Aide Melka will be taking over the role. Hoggan will provide training as Melka adjusts to the new role, as a contractor.

Promotion Update:

- Due to Captain Gloeckner's pending retirement, applicants have been processed for that Captain position. Adam Vollmer was the most qualified out of the three applicants, including Ben Powers and Kenny O'Reilly. A badge pinning ceremony will be announced at a later date.

Fire Marshal Update:

- Bob Briare was offered the floor to voice his concerns he'd expressed earlier in the meeting. A letter from President Briare representing the Battalion Chiefs (BC) was submitted to the committee to mention that the position should require a promotional test. The compensation should be equivalent to, or greater than, that of the BC's. President Briare reiterated the importance of the BC's being part of this process.
- Concerns about qualifications not directly aligning with the job description were discussed as well as the compensation packet. President Briare and the committee recommend a timeline for obtaining said qualifications to hold the Fire Marshal accountable. The fire fighters did not mention any official concerns about this position. Meetings with the BC's have been ongoing and the job description is almost ready to be submitted to the Board. The Meet and Confer with the BC's will yield a final consensus about the concerns mentioned today. President Briare brings to attention that not having one of the qualifications stated in the job description will set a new precedent. Chief Tubbs discussed evolution of the job requirements and the value of hiring internally.

- **Closed Session:** Into Close Session at 08:12 am
- **Open Session:** Back in Session at 08:45 am – Direction was given to staff

Adjourn: 08:45