



Southern Marin Fire Protection District

308 Reed Boulevard
Mill Valley, California 94941

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

PERSONNEL COMMITTEE MEETING

Thursday July 11, 2019

07:30am

Headquarters - Station 9

AGENDA

Call to Order

Open Time for Public Expression: (limited to 3 minutes per person)
The Board welcomes public comments on all agenda items.

Agenda Adjustments:

Approval of Minutes:

- May 9, 2019
- June 13, 2019

1. Workers Comp
2. Hiring Update

Closed session:

1. CONFERENCE WITH LABOR NEGOTIATORS

Government Code Section 54957.6

Agency Designated Representative: Personnel Committee

Employee Organization: Southern Marin Chief Officers Association, IAFF Local 1775

Open Session: Report on any action taken in closed session

Adjourn



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PERSONNEL COMMITTEE MEETING

Thursday May 9, 2019

7:30 am

Meeting Minutes

Called to Order: 07:36am

In Attendance: Deputy Fire Chief Peterson, Human Resource Manager Andre, Recording Board Secretary Melka, Directors Perazzo, Willis and St. John

Absent: Fire Chief Tubbs

Open Time for Public Expression: none- no public present

Agenda Adjustments: none

Approval of Minutes: April 11, 2019
M/s Willis/Perazzo

Workers Comp Update:

- There are three employees out on light duty, one of which will be cleared in June. Another employee, Josh McHugh, is out on workers comp and might have surgery before he can return to work on light duty. Tom Moran is also on short-term light duty.

Hiring Update:

- The five new hires will graduate from the Academy on June 7th, 2019.
- Southern Marin Fire has hired one extra firefighter to replace Tony Vitalie when he retires on May 17, 2019.
- Fire Prevention has two new hires, both of which are able to use their skills to disperse the workload more evenly throughout their department. Fire Prevention

plans to hire two more inspectors, one for vegetation and one as a fulltime inspector. The job descriptions have been posted in the newspaper, on social media and the District's website.

- Deputy Fire Chief Peterson informed the Directors that the process for accepting applicants for the new Measure U subcommittee has begun and there will be applicants to approve at the upcoming Board Meeting.

Firefighter Reserve:

- The cost is greater than the benefit at this time since there are five new hires coming on after they graduate from the Academy. The District will not pursue creating a reserve; however, they are in support of the idea.

Closed Session: Into Close Session at 07:45

Open Session: Back in Session at 08:35
Direction was given to staff

Adjourn: 08:35



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PERSONNEL COMMITTEE MEETING

Thursday June 13, 2019

7:30 am

Meeting Minutes

Called to Order: 07:33am

In Attendance: Fire Chief Tubbs, Deputy Fire Chief Peterson, Human Resource Manager Andre, Recording Board Secretary Melka and Director Perazzo

Absent: Directors Willis and St. John

Open Time for Public Expression: none- no public present

Agenda Adjustments: none

Approval of Minutes: There were not enough Directors present to take a vote. Approval of the minutes from May 9, 2019 will be tabled until next meeting on July 11, 2019.

Workers Comp Update:

- One employee out on light duty should return to work on June 17, 2019. Another employee has been doing modified work and is working hard to come back as a fulltime employee. The employee out on 90 plus hours will have to be evaluated by Kaiser to see if he is fit to work. The annual meeting with Athens and FASIS to review workers compensation cases was beneficial for the Administration to stay on track with claims management.

Hiring Update:

- Finance has posted a part-time position which will allow Finance Manager Schiffmann to allocate her time towards providing more information to the community.

- The fulltime vegetation management position is a Measure U funded position created to advise the community on hazard reduction. The staff is awaiting a background check before moving forward. Fire Prevention is also hiring a part-time inspector that will need to be voted on at the Board meeting this month.
- For the Fire Marshal position, only one applicant has applied and will be interviewed on June 19, 2019.
- The Measure U subcommittee has received 7 applicants of which will need to be interviewed by the Measure U Oversight Committee.
- With one of the Board members moving; there will be an opening for another Director coming up.

Closed Session: Into Close Session at 07:45

Open Session: Back in Session at 08:03
No direction was given to staff

Adjourn: 08:03