



Southern Marin Fire Protection District

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PERSONNEL COMMITTEE MEETING

Thursday, December 12, 2019

7:30 am

Meeting Minutes

Called to Order: 07:30

In Attendance: Fire Chief Chris Tubbs, Deputy Fire Chief Ted Peterson, Human Resource Manager Liza Andre, Director Tom Perazzo, Director Stephen Willis and Recording Board Secretary Shyida Jones.

Absent: Director St. John

Open Time for Public Expression: None - No public present.

Agenda Adjustments: None.

Approval of the Minutes:

➤ **November 14, 2019**

Minutes were accepted by Director Perazzo.

1. Workers Comp Update:

- Human Resource manager Liza Andre reported that there are 3 out on worker's comp and 2 on modified duty. There is one captain out with injury on modified duty but not out on worker's comp. As with the number of people out on lite duty or soon to return on lite duty Deputy Chief Peterson is continuing to poll the Battalion Chiefs to see if there is meaningful work to be done. Chief Peterson reports recently that the most common area of the firehouse where injuries have occurred is the gym, and the other injuries are cumulative. There is no recognizable pattern for which a cause analysis could identify a necessary modification for prevention.

2. Hiring Update:

- The new Administrative Aide position has been filled by Shyida Jones. Fire Chief Tubbs gave an update on the Battalion Chief Position in Mill Valley, which is predicated on the Shared Management agreement in the works; the current BC agreement does not allow for a singular or joint test and then promotion, regardless of which agency. Over a several month processes working through multiple meetings with Labor, we have refined the Shared Management agreement of which we now have gained Labor's support. CALPERS has reviewed the refined Shared Management agreement and has given their approval; we are

waiting to hear back from MCera for their approval. We are scheduled for a follow up meeting with Labor to recap if there are any possible areas of impact that have not been discussed. We expect some pushback from Battalion Chiefs with regard to having a Shared BC agreement and are prepared to do our best to address their concerns. Last step in the process will be to meet with the Share Services working group that consist of 2 counsel members and Directors Chun and Hilliard in December, with the anticipation to present the agreement to the Board and the Counsel for approval in January 2020. Once we have received approval from both parties, we can move forward with a Battalion Chief promotion. Captain Bouchard is the only candidate on the list, which is good for 1 year.

3. Captain's Promotional:

- Deputy Chief Peterson reported that after the Battalion Chief's promotion takes place, this opens a Captain's promotion from which the existing list will be used; the Fire Chief's rule of the top three candidates will apply which are: Ben, Kenny, and Mike. The current Captain's list is due to expire the beginning of March 2020; as with the required 90-day notice for the promotional test, both Mill Valley and Southern Marin Labor Groups are voting at their association meeting today to support or not support a joint Captain's test to create a new list in June 2020. If the vote is to support a joint Captains test, the Labor President will formally ask the Fire Chief to extend the current list until June 2020. The goal is to have joint testing, and if any promotional opportunities arise, they would poll candidates from that list for both agencies. Chief Tubbs provided a background on the concept of moving toward consolidation between both agencies.

Closed Session: Into Close Session at 07:42

Open Session: Back in Session at 08:04

No action taken.

Adjourn: 08:05 am