



Valley of the Moon Fire Protection District



Board of Directors Meeting

October 11, 2016



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Board of Directors Meeting

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MEETING AGENDA
VALLEY OF THE MOON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS

Tuesday, October 11, 2016 at 6:00 P.M.
Location: Sonoma Valley Fire & Rescue Authority Station #1
630 2nd Street West, Sonoma, California 95476

(This agenda is posted in accordance with the Ralph M. Brown Act,
California Government Code Section 54950, et seq.)

1. CALL TO ORDER

2. ROLL CALL & DETERMINATION OF A QUORUM

Board of Directors: President Norton, Director Brunton, Director Greben, Director Brady, and Director 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

Approval of minutes for regular meeting of September 13, 2016. **Action Item**

8. FIRE CHIEF'S MONTHLY REPORT

Chief's activity report for September 2016

9. OLD BUSINESS

10. NEW BUSINESS

- a) Resolution 2016/2017-05 amending the District's Conflict of Interest Code. **Action Item with roll call vote**
- b) Decide if the VOM District should take a public position in support of County Measure L. **Action Item**

11. OTHER BUSINESS TO COME BEFORE THE BOARD

The Graton Fire Dept. and the Graton Firefighters' Association will host the next SCFDA meeting on Thursday, October 20th at the Graton fire station.

12. COMMENTS FROM THE FLOOR

13. COMMENTS FROM THE BOARD

14. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Subdivision D of Government Code Section 54956.9; one potential case.

(Prior to holding any closed session, the Board of Directors shall disclose, in any open meeting, the item or items to be discussed in the closed session. The disclosure may take the form of a reference to the item or items as number or letter on the agenda lists them. Roll call vote is required in open session. Authority: Government Code Section 54957)

15. ADJOURNMENT

This meeting will be adjourned to a regular meeting on November 8, 2016 at 6:00 p.m. in the Training Room of Sonoma Valley Fire & Rescue Authority Station 1, located at 630 2nd Street West, Sonoma.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Monday before each regularly scheduled meeting during regular business hours, 8:00 a.m. to 5:00 p.m. Monday through Friday, at Sonoma Valley Fire & Rescue Authority's Station 1, located at 630 2nd Street West, Sonoma, California.

Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board of Directors regarding any item on this agenda after the agenda has been distributed will be made available for inspection at the location listed above during regular business hours. If you challenge the action of the Board in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on the agenda, or in written correspondence delivered to the Valley of the Moon Fire Protection District Board of Directors, at or prior to the public hearing.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the secretary for the Board at (707) 996-2102. Notification 48 hours before the meeting will enable the Valley of the Moon Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting.



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

October 11, 2016



Agenda Item No.		Staff Contact	
7		Georgette Darcy, Admin. Analyst/Secretary to Board	
Agenda Item Title			
Approval of minutes for regular meeting of September 13, 2016			
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			
Not applicable			
Fiscal Summary – FY 16/17			
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			
Minutes for September 13, 2016 regular meeting			

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING MINUTES September 13, 2016

1. CALL TO ORDER

Director Brunton called the meeting to order at 6:03 p.m.

2. ROLL CALL & DETERMINATION OF A QUORUM

Board of Directors: Director Brunton, Director Greben, Director Brady, and Director Leen. President Norton was excused.

3. PLEDGE OF ALLEGIANCE

Director Leen led the Pledge of Allegiance.

4. CONFIRMATION OF AGENDA

There were no changes to the agenda.

5. COMMENTS FROM THE PUBLIC

None

6. PRESENTATIONS

None

7. CONSENT CALENDAR

Approval of minutes for regular meeting of August 9, 2016

M/S/P Leen/Brady to approve minutes for August 9, 2016. Passed 4 ayes

8. FIRE CHIEFS' MONTHLY REPORT

Fire Chief Freeman gave his activity report for August 2016.

9. OLD BUSINESS

None

10. NEW BUSINESS

a) Resolution 2016/2017-04 adopting the final District budget for fiscal year 2016/17.

M/S/P Brady/Leen to adopt the final District budget for fiscal year 2016/17. Passed 4 ayes

b) Approve FDAC-EBA First Amended Joint Powers Agreement.

M/S/P Greben/Brady to approve FDAC-EBA First Amended Joint Powers Agreement.

11. OTHER BUSINESS TO COME BEFORE THE BOARD

None

12. COMMENTS FROM THE FLOOR

None

13. COMMENTS FROM THE BOARD

None

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 6:38 p.m. to a regular meeting on October 11, 2016 at 6:00 p.m. in the Training Room at Station 1, located at 630 2nd Street West, Sonoma.

Respectfully submitted,

Georgette Darcy

President Norton

Director Brunton

Director Greben

Director Brady

Director Leen



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

October 11, 2016



Agenda Item No.	Staff Contact
10A	Mark Freeman, Fire Chief

Agenda Item Title
Resolution 2016/2017-05 amending the District’s Conflict of Interest Code

Recommended Actions
Amend Code

Executive Summary
The District’s Conflict of Interest Code was last amended on July 11, 2006 to reflect the reclassification of the Battalion Chief position to Division Chief. The Board is asked to amend the Code to reclassify the Division Chief position back to that of Battalion Chief, due to reorganization.

Alternative Actions
Request more information or decline to amend Code

Strategic Plan Alignment
Not applicable

Fiscal Summary – FY 16/17

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)

Attachments
<ol style="list-style-type: none"> 2016 Local Agency Biennial Notice Resolution 2016/2017-05

2016 Local Agency Biennial Notice

Name of Agency: Valley of the Moon Fire Protection District

Mailing Address: 630 2nd Street West, Sonoma, CA 95476-6901

Contact Person: Georgette Darcy Phone No. 707-996-2102

Email: georgette@svfra.org Alternate Email: svfra@svfra.org

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

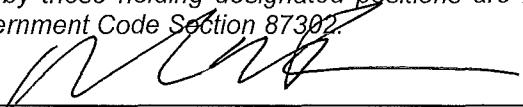
- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

09/19/2016

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2016**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON
FIRE PROTECTION DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA,
AMENDING THE FIRE DISTRICT'S CONFLICT OF INTEREST CODE
RELATIVE TO THE CLASSIFICATION OF DIVISION CHIEF
AND TO REFLECT THE RENAMING OF THAT
CLASSIFICATION TO BATTALION CHIEF**

WHEREAS, the Board of Directors of the Valley of the Moon Fire Protection District, by approval of Resolution 2006/2007-01, dated July 11, 2006, adopted amendments to the Fire District's Conflict of Interest Code; and

WHEREAS, by adoption of Resolution 2006/2007-01, the Board of Directors designated which members and employee positions were required to file statements of economic interest with the Sonoma County Clerk's Office, with those positions being the members of the Board of Directors, Fire Chief, Division Chief, and Consultants; and

WHEREAS, the Board of Directors, by adoption of Resolution 2014/2015-03, dated August 12, 2014, renamed the classification of Division Chief to that of Battalion Chief, and

WHEREAS, to comply with the requirements of the Political Reform Act, Government Code section 81000, *et seq.*, requires that state and local government agencies reflect changes in designated positions, and

WHEREAS, the renaming of the Division Chief classification to that of Battalion Chief requires amendment to Valley of the Moon Fire Protection District's Conflict of Interest Code.

NOW THEREFORE BE IT RESOLVED, the Board of Directors of the Valley of the Moon Fire Protection District hereby amends the Fire District's Conflict of Interest Code, adopted by Resolution 2006/2007-01, to reflect the naming of the classification of Division Chief to that of Battalion Chief as listed in Exhibit "A" attached hereto.

IN REGULAR SESSION, the foregoing resolution was introduced by Director _____, who moved for its adoption, seconded by Director _____, and passed by the Board of Directors of the Valley of the Moon Fire Protection District this 11th day of October 2016, on regular roll call vote of the members of said Board:

President Norton	Aye_____	No_____	Absent_____
Director Brunton	Aye_____	No_____	Absent_____
Director Greben	Aye_____	No_____	Absent_____
Director Brady	Aye_____	No_____	Absent_____
Director Leen	Aye_____	No_____	Absent_____
Vote:	Aye_____	No_____	Absent_____

WHEREUPON, the President declared the foregoing resolution adopted, and

SO ORDERED:

ATTEST:

William Norton, President

Brian Brady, Clerk

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

EXHIBIT "A"

Amended October 11, 2016

<u>Designated Members</u>	<u>Disclosure Categories</u>
Members of the Board of Directors	5
Fire Chief	1
Battalion Chief	3
Consultants	



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

October 11, 2016



Agenda Item No.	Staff Contact			
10B	Mark Freeman, Fire Chief			
Agenda Item Title				
Decide if the VOM District should take a public position in support of County Measure L				
Recommended Actions				
Choose to support or not support the Measure				
Executive Summary				
Chris Thomas, Sonoma County Fire Advisory Council member, has asked the District to offer support to Measure L, an increase to the Transient Occupancy Tax in the unincorporated area of the County. Funds from Measure L may be used in part to fund dispatch costs for county agencies.				
Alternative Actions				
Remain neutral				
Strategic Plan Alignment				
Not applicable				
Fiscal Summary – FY 16/17				
Expenditures				
Budgeted Amount	\$	Funding Source(s)	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)				
Attachments				
Letter from Chris Thomas				

September 20, 2016

Dear Chief Freeman and Members of the Board of Directors of the Sonoma Valley Fire and Rescue Authority;

This letter is to respectfully request that your agency support Measure L, an increase to the Transient Occupancy Tax in the unincorporated area of the county.

As you know, late last year, the Board of Supervisors received a report on the Fire Services Project in the county. The report found that the fire services system is facing challenges throughout and will need several million dollars per year in order to remain sustainable into the future. The Board of Supervisors adopted a policy to channel a portion of the Proposition 172 Public Safety Sales Tax revenues each year to fund recommendations from the report through a Fire Advisory Council. I sit on that council as a public member and currently serve as the chair of its Finance Committee.

It will take several years for the portion of Proposition 172 tax revenues to reach even half of the projected need systemwide so it is clear money will have to come from other sources, too.

The Fire Services Project Report and the Fire Advisory Council have also advocated for Transient Occupancy Tax revenues to pay for dispatch costs since those costs hit every agency and can be directly affected by tourists visiting the areas that fire districts serve. For Fiscal Year 2016-17, the Board of Supervisors was able to meet that request in part with Transient Occupancy Tax monies that had accumulated over time in their Advertising Fund balance. (The Fire Advisory Council has recommended the use of some of the Proposition 172 revenues for Fire Services to make up the difference and pay the full dispatch cost.) This was a one-time use and on July 19, 2016, the Board of Supervisors also authorized Measure L, an increase to the Transient Occupancy Tax in the unincorporated area, to help address the impacts that increased tourism has on services in the county.

The Fire Advisory Council urged the Board of Supervisors to put the measure on the ballot and to use Transient Occupancy Tax monies to support the full dispatch costs each year. Now that the measure is on the ballot and the election is coming, I am asking for your agency to consider taking a public position in support. In addition, the Fire Advisory Council continues to advocate with the Board of Supervisors to adopt a policy further specifying that the full dispatch costs are to be paid from Transient Occupancy Tax revenues each year from here forward.

We need to continue to work together, collaborating and coordinating so we can be as efficient and effective as possible in using taxpayer funds to provide fire and emergency medical services systemwide, and to assist where we can to ensure that visitors contribute toward the direct costs for those services as well.

Thank you for your consideration of this matter and please don't hesitate to contact me (cnthomas@sonic.net) with any questions in regards to this request.

Sincerely,



Chris Thomas

Sonoma County Fire Districts Association

MEETING ANNOUNCEMENT

Thursday~ October 20, 2016

Place: Graton Fire Department
3750 Gravenstein Hwy North
Sebastopol, CA 95472

When: Thursday, October 20, 2016
Social Hour/Station Tours 6:00 pm
Dinner/Meeting 7:00 pm
Raffle (*proceeds benefit the SCFDA*)

Hosted by: Graton Fire District & the Graton Firefighters Association


Program: Bordan Darm, Keenan & Associates

Dinner Menu: Tri-tip & Chicken
Side Dishes
Dessert
Non-alcoholic beverages

Cost: \$40.00 per person

Payable to: **Please make checks payable to:**
Sonoma County Fire Districts Association

RSVP: Please RSVP to:
Jennifer Crayne jennifercrayne@goldridgefire.org



or call (707) 823-1084

Deadline to RSVP Monday October 10th