



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS  
SPECIAL BOARD MEETING AGENDA  
JANUARY 14, 2026  
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom  
95 Rowland Way, Novato CA 94945  
Website: [www.novatofire.org](http://www.novatofire.org)

ATTENTION: This will be an in-person meeting of the Board of Directors of the Novato Fire Protection District. All members of the public may participate virtually and/or telephonically by utilizing the Zoom meeting information and/or the dial-in information printed on this agenda. If any member of the public has a request for a reasonable modification or accommodation for accessing this meeting due to a disability, they should contact the Clerk of the Board, Jennifer Crayne, at [jcrayne@novatofire.org](mailto:jcrayne@novatofire.org).

The Board meeting agenda and all supporting documents are available for public review at 95 Rowland Way, Novato, CA, 24 hours in advance of a scheduled board meeting. A fee will be charged for additional copies of board meeting documents. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodation is needed, please contact the District Administrative Services Manager as soon as possible, preferably at least two days prior to the meeting.

Zoom Conference Information  
Join at Zoom.com

Meeting ID: 232 811 1856  
Password: 959595

Join the Zoom meeting and then dial in if you need audio by telephone  
+1 669 900 6833 US (San Jose)

Join by telephone only:  
+1 669 900 6833 US (San Jose)

For clarity of discussion, the Public is requested to MUTE except:

During Open Time for public expression item

Public comment period on agenda items.

You may use the “raise hand” zoom feature or press \*9 if connecting only by phone.

**ROLL CALL**

President Michael Hadfield

Director William Davis  
Director Bruce Goines

Director Lj Silverman  
Director Shane Francisco

**OPEN TIME FOR PUBLIC EXPRESSION**

(Please observe a three-minute time limit.)

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board consideration will be placed on the agenda for discussion at a future meeting.

**AGENDA ADJUSTMENTS**



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**PRESENTATIONS**

- Recognizing Bruce Goines for serving as Board President for 2025- Presented by incoming, President Mike Hadfield

**ASSOCIATION PRESIDENTS' REPORT**

This is an opportunity for the President, or designee, of each labor association to address the Board.

**DIRECTOR MATTERS**

Directors may report on their activities and meetings.  
President may report to the Board on the Novato Fire Foundation.

**COMMITTEE SELECTION**

The Directors will select committee members for 2026

1. MERA
2. Finance Committee
3. MWPA
4. Facilities Committee

**CHIEF'S REPORT**

The Fire Chief will report on District business activities and operations.

**CONSENT CALENDAR ITEMS**

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person

1. 12/3/25 Regular Board Meeting Minutes

2. Ambulance Fee Debt Write Off Due to Hardship

Board approval is requested to approve a write-off of the designated ambulance billing accounts. The following account has submitted a written request for write-off consideration from the Board of Directors. The request is claiming financial hardship.

▶ F25009838            \$150.00

3. 9/9/25 Special Facilities Committee Meeting Minutes

**NEW BUSINESS**

1. Resolution 2026-2, A Resolution of the Board of Directors of the Novato Fire Protection District Ratifying the Memorandum of Understanding Between the Novato Fire Protection District and the Novato Fire Chief Officers Association Local 1775.



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Board approval is requested to adopt Resolution 2026-2 ratifying the Memorandum of Understanding between the Novato Fire Protection District and the Novato Chief Officers Association Local 1775.

2. New Multi-use Room at Station 62

Information only. No action required.

Chief Mike Taul will present the Board with an update on the plans to construct a new multi-use room at Station 62.

3. County of Marin 2025/26 Annual Statement of Investment Policy

Board approval is requested of the County of Marin 2025/26 Annual Statement of Investment Policy

4. Authorization of IGT Funds Transfer 1 of 4 to Department of Health Care Services (DHCS) for participation in the Public Provider Ground Emergency Medical Transportation (PP-GEMT) Program for CY 2026

District staff recommends sending the first of four quarterly payments for CY 2026 (invoice amount \$172,660.36) to DHCS as a voluntary contribution to the non-Federal share (NFS) of Medi-Cal expenditures for purposes of Assembly Bill 1705.

5. Resolution 2026-1, Annual State Fire Marshal Occupancy Inspection Report

Board approval is requested to accept by resolution the Annual State Fire Marshal Occupancy Inspection Report regarding the inspection of certain State Fire Marshal regulated occupancies required to receive annual inspections pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.

6. Surplus of one 2012 Chevrolet Tahoe

Board approval is requested to accept the recommendation of staff to surplus one 2012 Chevrolet Tahoe. The Tahoe is the former B66 vehicle and has been in continuous service since 2012, and has approximately 140,000 miles. This exceeds the time and mileage for replacement per policy #704, Vehicle Replacement plan. The vehicle will be sold in accordance with policy #221, Disposition of Surplus Property.

7. SCBA Grant Purchase

Board approval is requested to accept staff recommendation to move funds from account 9308-6980 SCBA Capital Reserve to account 9308-2268 Special Fire Equipment and Supplies in the amount of \$380,000.00 for the purchase of new Scott SCBA's. These funds would cover the cost share of the Grant and additional SCBA's and associated equipment.



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8. Modification of the Employment Agreements Between the Senior Vegetation Management Specialist Elizabeth Neill, and Wildfire Mitigation Specialists James MacDougall and Phoebe Marshall

Board approval is requested to approve modification of the Employment Agreements of Senior Vegetation Management Specialist Elizabeth Neill, and Wildfire Mitigation Specialists James MacDougall and Phoebe Marshall.

**COMMITTEE REPORTS**

Directors may report on committee activities and meetings.

1. MERA (Directors Silverman and Hadfield)
2. Finance Committee (Directors Davis and Goines)
3. Marin Wildfire Prevention Authority Board (Director Goines)
4. Facilities Committee (Silverman and Hadfield)

**FINANCIAL REPORTS**

Informational items for review. No action is needed.

1. Financial Reports, November 2025:
  - a. Revenues, Expenditures, and Changes in Fund Balance Financial Report- reports will be available at the next regular board meeting after the final budget is approved
  - b. Revenues and Expenditures Detail Financial Report
  - c. Vendor Summary Financial Report
2. District Monthly Contracts Information

**INFORMATION**

Items of a general nature that the staff wishes to bring to the attention of the Board.

1. Customer Surveys – November 2026
2. MERA Report
3. Upcoming meetings and events:
  - 1/24/26 City of Novato’s Birthday Celebration
  - 2/11/26 Special Board Meeting
  - 2/17/26 Finance Committee Meeting
  - Board Retreat- April Date TBD
4. Written Communications

**CLOSED SESSION**

1. Conference with Labor Negotiators – Gov. Code sec. 54957.6  
Agency Designated Representatives: Michael Hadfield, Lj Silverman  
Unrepresented Employees: NSAS, Employment Agreements



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**RETURN TO OPEN SESSION**

Report on any reportable action taken, if any.

**ADJOURNMENT**

**AFFIDAVIT OF POSTING**

I, Jennifer Crayne, certify that on the Thursday before the special Board of Directors meeting on January 14, 2026, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at [www.novatofire.org](http://www.novatofire.org)

*/s/ Jennifer Crayne*

Jennifer Crayne, ASM/Clerk of the Board