



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
JANUARY 8, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors due to the expiration of Executive Order N-29-20 on February 28, 2023, but any interested member of the public can 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 Jennifer Crayne at jcrayne@novatofire.org.

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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
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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 Bruce Goines

Director William Davis
Director Michael Hadfield

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

PRESENTATION

Recognizing Lj Silverman for 20 years of service as a Board Member



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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 2025

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. 12/4/24 Regular Board Meeting Minutes
2. 12/17/24 Special Board Meeting Minutes

NEW BUSINESS

1. County of Marin 2024/25 Annual Statement of Investment Policy

Board approval is requested of the County of Marin 2024/25 Annual Statement of Investment Policy

2. 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 2025

District staff recommends sending the first of four quarterly payments for CY 2025 (invoice amount \$127,395.56) to DHCS as a voluntary contribution to the non-Federal share (NFS) of Medi-Cal expenditures for purposes of Assembly Bill 1705.

3. Resolution 2025-1, 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.



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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 2024:
 - a. Revenues, Expenditures, and Changes in Fund Balance Financial Report
 - 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 2024
2. MERA Update: December 2024
3. Upcoming meetings and events:
 - Novato Chamber Honors Dinner 1/9/25
 - Novato's Birthday Celebration 1/25/25
 - Next Regular Board Meeting 2/5/25

5. Written Communications

CLOSED SESSION

1. PUBLIC EMPLOYEE APPOINTMENT (Gov. Sec. 54957(b)(1).)
Title: Fire Chief

2. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code sec. 54957.6)
Agency Designated Representative: Jenica Maldonado, AALRR
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
JANUARY 27, 2025**

Time: 8:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors due to the expiration of Executive Order N-29-20 on February 28, 2023, however any interested member 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 Jennifer Crayne at jcrayne@novatofire.org.

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ROLL CALL

President Bruce Goines

Director William Davis
Director Shane Francisco

Director Lj Silverman
Director Michael Hadfield

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AGENDA ADJUSTMENTS



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
JANUARY 27, 2025**

Time: 8:00 am

Location: Novato Fire District Administrative Office

95 Rowland Way

Novato, CA 94945

Website: www.novatofire.org

CLOSED SESSION

1. Public Employee Appointment (Gov. Sec. 54957(b)(1).)

Title: Fire Chief

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
JANUARY 30, 2025**

Time: 8:00 am

Location: Novato Oaks Inn
215 Alameda Del Prado
Novato, CA 94949

Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors of the Novato Fire Protection District. 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.

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Director Shane Francisco

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CLOSED SESSION

1. Public Employee Appointment (Gov. Sec. 54957(b)(1).)
Title: Fire Chief

RETURN TO OPEN SESSION

Report any action taken

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
FEBRUARY 5, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors due to the expiration of Executive Order N-29-20 on February 28, 2023, but any interested member of the public can 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 Jennifer Crayne at jcrayne@novatofire.org.

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Director Michael Hadfield

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Director Shane Francisco

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AGENDA ADJUSTMENTS

ASSOCIATION PRESIDENTS’ REPORT

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President may report to the Board on the Novato Fire Foundation.

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. 1/8/25 Regular Board Meeting Minutes
2. 1/27/25 Special Board Meeting Minutes

NEW BUSINESS

1. Resolution 2025-02: A resolution of the Board of Directors of the Novato Fire Protection District authorizing the appointment of President Bruce Goines and legal counsel Jenica Maldonado as designated representatives for Fire Chief employment agreement negotiations

Staff recommends that the Board of Directors appoint President Bruce Goines and Legal Counsel Jenica Maldonado as the Novato Fire Protection District's ("District") designated representative in negotiations concerning terms and conditions of employment with the incoming Fire Chief.

2. Purchase of New Turnout Coats and Pants

Staff recommends the purchase of 49 new turnout coats and pants ("Turnouts") from AllStar Fire Equipment at a cost not to exceed \$250,000 on or before Wednesday February 5, 2025 in order to avoid an estimated 7% increase to cost of goods.

3. Landscape Renovation Project

Board approval is requested to accept staff's recommendation to select a contractor for the Landscape Renovation Project at the Administrative Office

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)



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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 December 2024
2. MERA Update: January 2025
3. Upcoming meetings and events:
 - Finance Committee Meeting 2/18/25
 - Next Regular Board Meeting 3/5/25
 - Chief Tyler's Retirement Gathering 2/27/25 4:00 pm
 - Novato Druids Employee of the Year Dinner 3/18/25

4. Written Communications

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code sec. 54957.6)
Agency Designated Representative: Jenica Maldonado, AALRR
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS

2. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code sec. 54957.6)
Agency Designated Representatives: Jenica Maldonado, AALRR
Bruce Goines, Board President
Unrepresented Employee: Fire Chief

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
FEBRUARY 14, 2025**

Time: 10:30 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

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AGENDA ADJUSTMENTS



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
FEBRUARY 14, 2025**

Time: 10:30 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

CLOSED SESSION

1. Public Employee Appointment (Gov. Sec. 54957(b)(1).)
Title: Fire Chief

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
FEBRUARY 20, 2025**

Time: 11:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

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AGENDA ADJUSTMENTS



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
FEBRUARY 20, 2025**

Time: 11:00 am

Location: Novato Fire District Administrative Office

95 Rowland Way

Novato, CA 94945

Website: www.novatofire.org

CLOSED SESSION

1. Public Employee Appointment (Gov. Sec. 54957(b)(1).)
Title: Fire Chief

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
FEBRUARY 26, 2025**

Time: 9:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

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ROLL CALL

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Director William Davis
Director Shane Francisco

Director Lj Silverman
Director Michael Hadfield

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AGENDA ADJUSTMENTS



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
FEBRUARY 26, 2025**

Time: 9:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

PRESENTATION

"Finance Overview & Key Considerations in Budget Process" presented by Joe Valenti,
Finance Director.

CLOSED SESSION

1. Public Employee Appointment (Gov. Sec. 54957(b)(1).)
Title: Fire Chief

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
MARCH 3, 2025**

Time: 8:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

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AGENDA ADJUSTMENTS



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
MARCH 3, 2025**

Time: 8:00 am

Location: Novato Fire District Administrative Office

95 Rowland Way

Novato, CA 94945

Website: www.novatofire.org

CLOSED SESSION

1. Public Employee Appointment (Gov. Sec. 54957(b)(1).)

Title: Fire Chief

ADJOURNMENT



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AGENDA ADJUSTMENTS

PRESENTATION

Discussion and Review of Local Response Area (LRA) Maps – presented by Fire Marshal, Lynne Osgood



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DIRECTOR MATTERS

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President may report to the Board on the Novato Fire Foundation.

CHIEF'S REPORT

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

CONSENT CALENDAR ITEMS

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1. 1/30/25 Special Board Meeting Minutes
2. 2/5/25 Regular Board Meeting Minutes
3. 2/14/25 Special Board Meeting Minutes
4. 2/20/25 Special Board Meeting Minutes
5. Bad Debt Write Off – Uncollectible Novato Ambulance Billing Accounts
Board approval of staff's recommendation to write off the designated multi-year uncollectible ambulance billing accounts totaling \$138,724.66.
6. Travel Authorization and Advance approval for Directors to attend the Fire Districts Association of California annual conference in Napa, April 1-4, 2025.

NEW BUSINESS

1. Resolution 2025-3 a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Wildfire Mitigation Specialist James MacDougall.

Board approval is requested to adopt resolution 2025-3 approving the Employment Agreement of Wildfire Mitigation Specialist James MacDougall.

2. Re-allocation of Assigned and Unassigned Fund Balances

Board approval is requested to accept the Finance Committee's recommendation to re-allocate Unassigned Fund Balance to Assigned Fund Balances as presented.



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3. Rainy Day Fund – Committed Fund Balance

Board approval is requested to accept the Finance Committee’s recommendation to increase the Rainy Day Fund Balance to the calculated amount of \$5,308,786.

4. Building Maintenance Contract Increase

Staff recommends increasing the contract amount for Integrity Construction Maintenance, Inc. (“Integrity Construction”) from a not-to-exceed amount of \$50,000 to a not-to-exceed amount of \$75,000 through June 30, 2025.

5. Increase Amount of HVAC Maintenance & Repair Contract

Staff recommends increasing the contract not-to-exceed amount with Peterson Mechanical, Inc. for HVAC maintenance and repair services and to renew the contract for an additional twelve (12) month term commencing at the start of fiscal year 2025-2026, July 1, 2025 through June 30, 2026.

6. Contract for Installation of Security Fencing & Gates

Staff recommends that the Board approve contracting with Kenwood Fence Company (“Kenwood”) for the procurement and installation of a security fence and gates at the Administrative Office.

7. Contracts for Vegetation Management Projects

Staff recommends that the Board approve two (2) contracts for vegetation management services under the MWPA program and for local projects. Each contract will have a three (3) year term with the option to renew for two (2) twelve (12) month periods.

1. Forster & Kroeger Landscape Management Inc.
2. The Professional Tree Care Company

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, January 2025:
 - a. Revenues, Expenditures, and Changes in Fund Balance Financial Report
 - b. Revenues and Expenditures Detail Financial Report
 - c. Vendor Summary Financial Report



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
MARCH 5, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

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 February 2025
2. MERA Update: March 2025
3. Upcoming meetings and events:
 - Read Across America – Olive Elementary School 3/3/25
 - Facilities Committee Meeting 3/11/25 at 9:00 an
 - Novato Druids Employee of the Year Dinner 3/18/25
 - Marin Oaks Career Fair Day 3/26/25
 - Regular Board Meeting 4/2/25
4. MWPA Q2 Work Plan
5. Written Communications

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code sec. 54957.6)
Agency Designated Representative: Jenica Maldonado, AALRR
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS
2. PUBLIC EMPLOYEE APPOINTMENT (Gov. Sec. 54957(b)(1).)
Title: Fire Chief

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
MARCH 10, 2025**

Time: 11:00 am

Location: Novato Oaks Inn

215 Alameda Del Prado

Novato, CA 94949

Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors of the Novato Fire Protection District. 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.

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 special 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 prior to the meeting.

ROLL CALL

President Bruce Goines

Director William Davis
Director Shane Francisco

Director Lj Silverman
Director Michael Hadfield

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.

CLOSED SESSION

1. Public Employee Appointment (Gov. Sec. 54957(b)(1).)
Title: Fire Chief

RETURN TO OPEN SESSION

Report any action taken

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
MARCH 25, 2025**

Time: 9:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors due to the expiration of Executive Order N-29-20 on February 28, 2023, however any interested member 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 Jennifer Crayne at jcrayne@novatofire.org.

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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 Bruce Goines

Director William Davis
Director Shane Francisco

Director Lj Silverman
Director Michael Hadfield

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



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
MARCH 25, 2025**

Time: 9:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code sec. 54957.6)

Agency Designated Representatives: Jenica Maldonado, AALRR

Bruce Goines, Board President

Unrepresented Employee: Fire Chief

2. PUBLIC EMPLOYEE APPOINTMENT (Gov. Code sec. 54957)

Title: Fire Chief

RETURN TO OPEN SESSION

Report action taken, if any.

NEW BUSINESS

1. Resolution 2025-4, a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Fire Chief Daniel J. Peters.

Board approval is requested to adopt resolution 2025-4 approving the Employment Agreement of Fire Chief Daniel J. Peters.

2. Contract Finance Services Support

Staff recommends that the board direct the fire chief to enter into an agreement with Regional Government Services (RGS) for Finance Services Support for up to three months, not to exceed \$75,000.

3. Agreed Upon Procedures Engagement Letter – Credit Card and Other Disbursements - Calendar Year 2024

Board approval is requested to accept Staff's recommendation to perform the audit with a 3% sample size for credit card and other disbursements.

4. Agreed Upon Procedures Engagement Letter – Ambulance Billings - Calendar Year 2024

Board approval is requested to accept Staff's recommendation to perform the audit with a 3% sample size for ambulance billing.

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
APRIL 9, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors due to the expiration of Executive Order N-29-20 on February 28, 2023, but any interested member of the public can 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 Jennifer Crayne at jcrayne@novatofire.org.

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ROLL CALL

President Bruce Goines

Director William Davis
Director Michael Hadfield

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

PRESENTATION

Recognition of members' continuous years of service and dedication to the Novato Fire District.



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
APRIL 9, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

- 10 Years of Service – Lynne Osgood, Lauren Galli, Colleen Walraven
- 15 Years of Service – None
- 20 Years of Service – None
- 25 Years of Service – Don Wehr, Owen Valuch, Mike Taul, Kyle Dague

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.

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. 2/26/25 Special Board Meeting Minutes
2. 3/3/25 Special Board Meeting Minutes
3. 3/5/25 Regular Board Meeting Minutes
4. 3/10/25 Special Board Meeting Minutes
5. 3/25/25 Special Board Meeting Minutes

6. 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 accounts have submitted a written request for write-off consideration from the Board of Directors. The requests are claiming financial hardship.

- | | |
|-------------|------------|
| ▶ F23021855 | \$1,040.20 |
| ▶ F23024790 | \$ 182.40 |

NEW BUSINESS

1. Adoption of the Local Responsibility Area (LRA) Map 2025



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
APRIL 9, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

Introduce the proposed Novato Fire Protection District Ordinance 2025-1 to designate Fire Hazard Severity Zones in Local Responsibility Areas (LRA) and read by title only; and to direct staff to set a public hearing to adopt of said Ordinance for June 4th, 2025.

2. Bank Signature Card Updates

Board approval is requested to accept Staff's recommendation to make the following revisions to the bank signature cards listed below and direct Finance to revise the necessary documents.

1. Account#XXXXXXXX057 Bank of America Novato Fire District Operating Fund
 - a. Add Marc Teldeschi
 - b. Remove Bill Tyler
2. Account#XXXXXXXX538 WestAmerica Novato Fire District Payroll Account
Account#XXXXXXXX988 WestAmerica Novato Fire District Lockbox Account
Account#XXXXXXXX422 WestAmerica Novato Fire District FSA Account
 - a. Add Daniel J. Peters, Lynne Osgood, Marc Teldeschi
 - b. Remove William Tyler, Erich Mesenburg, Barrett Smith, John Dicochea
3. Account#XXXXXXXX723 Bank of Marin Workers Comp Account
 - a. Add Daniel J. Peters
 - b. Remove William Tyler
4. Account#XXXXXXXX568 Bank of Marin Merchant Account
 - a. Add Daniel J. Peters
 - b. Remove William Tyler
5. Account#XXXXXX510 Umpqua Bank Novato Fire District FEMA Grant Account
 - a. Add Daniel J. Peters, Shane Francisco, Michael Hadfield
 - b. Remove Bill Tyler
6. Account#XXXXXX358 Umpqua Bank Fire Foundation Checking Account
Account#XXXXXX691 Umpqua Bank Fire Foundation Endowment Account
Account#XXXXXX776 Umpqua Bank Fire Foundation Money Market Account
 - a. Add Daniel J. Peters
 - b. Remove Bill Tyler

3. Authorization of IGT Funds Transfer 2 of 4 to Department of Health Care Services (DHCS) for participation in the Public Provider Ground Emergency Medical Transportation (PP-GEMT) Program for CY 2025

District staff recommends sending the second of four quarterly payments for CY 2025 (invoice amount \$128,050.11) to DHCS as a voluntary contribution to the non-Federal share (NFS) of Medi-Cal expenditures for purposes of Assembly Bill 1705. This contribution is required in order to qualify for the maximum Federal funds match which enables the District to obtain the maximum reimbursements for Managed Care (MC) and Fee-For-Service (FFS) transports.



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
APRIL 9, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

4. Other Post-Employment Benefits (OPEB) Actuarial Valuation Report for Retiree Medical Benefits as of June 30, 2024 and Recommendation to Fund 100% of the Actuarially Determined Contribution (ADC) for the fiscal year ending June 30, 2025

1. Board to consider Staff's recommendation to accept the OPEB Actuarial Valuation Report for Retiree Medical Benefits as of June 30, 2024, as prepared by the District actuary Nyhart.
2. Board to consider Staff's recommendation to fund 100% of the Actuarially Determined Contribution (ADC) for the fiscal year ending June 30, 2025 in the amount of \$1,289,597. The ADC funds the normal cost (current accrual for benefits being earned) plus an amortization of the Net (Unfunded) OPEB Liability.

5. Budget Adjustment to Fully Fund Other Post-Employment Benefits (OPEB) Actuarially Determined Contribution (ADC) for Fiscal Year Ending June 30, 2025

Requesting Board approval to increase the Health Insurance budget account 9308-1513 by \$89,597 to fully fund 100% of the ADC of \$1,289,597

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, February 2025:
 - a. Revenues, Expenditures, and Changes in Fund Balance Financial Report
 - 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 March 2025
2. MERA Update: March 2025
3. Upcoming meetings and events:
 - Guide Dogs of America Station Tour 4/12/25
 - San Marin High School Career Fair 4/16/25



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
APRIL 9, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

- CCNB Career Fair 4/25/25
 - Spectrum Safety Novato 4/26/25
 - Next Regular BOD Meeting 5/7/25 at 10:00 am
 - Special Finance Committee Meeting 5/20/25, 9:00 am
5. Written Communications

CLOSED SESSION

1. Conference with Legal Counsel - Significant Exposure to Litigation (Gov. Code Section 54956.9(d)(2))

Number of Potential Cases: 1

2. Public Employee Appointment (Gov. Code Section 54957):
Title: Deputy Fire Chief

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
APRIL 30, 2025**

Time: 5:00 pm

Location: Novato City Hall

901 Sherman Avenue

Novato, CA 94945

Website: www.novatofire.org

The Special 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 accommodations are needed, please contact the District Administrative Services Manager as soon as possible, preferably at least two days prior to the meeting. Please note, this meeting is in-person only. There will not be an option for virtual attendance.

ROLL CALL

President Bruce Goines

Director William Davis

Director Shane Francisco

Director Lj Silverman

Director Michael Hadfield

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.

PRESENTATION

1. Badge Pinning and Swearing In Ceremony for Fire Chief Dan Peters

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA**

MAY 7, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: 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.

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Zoom Conference Information
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Public comment period on agenda items.

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ROLL CALL

President Bruce Goines

Director William Davis
Director Michael Hadfield

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

ASSOCIATION PRESIDENTS' REPORT

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



NOVATO FIRE DISTRICT BOARD OF DIRECTORS REGULAR BOARD MEETING AGENDA

MAY 7, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

DIRECTOR MATTERS

Directors may report on their activities and meetings.

President may report to the Board on the Novato Fire Foundation.

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. Special Board Meeting Minutes 4/9/25
2. Special Board Meeting Minutes 4/30/25
3. Ambulance Fee Hardship Debt Write Off Due to Hardship
Board approval is requested to approve a write-off of the designated ambulance billing accounts.

The following accounts have submitted a written request for write-off consideration from the Board of Directors. The requests are claiming financial hardship.

▶ F24019813 \$487.50

4. Bad Debt Write Off – Uncollectible Novato Ambulance Billing Accounts
Board approval of staff's recommendation to write off the designated multi-year uncollectible ambulance billing accounts totaling \$25,044.58.

NEW BUSINESS

1. Independent Auditor's Report and Audited Financial Statements – Fiscal Year Ended June 30, 2024

Board to consider Staff's recommendation to accept the Independent Auditor's Report and Audited Financial Statements for the fiscal year ended June 30, 2024 as presented by the District's independent auditor Maze & Associates.

2. Memorandum on Internal Control and Required Communications for the Fiscal Year Ended June 30, 2024

Board to consider Staff's recommendation to accept the Memorandum on Internal Control and Required Communications Statements for the fiscal year ended June 30, 2024, as presented by the District's independent auditor, Maze & Associates. There were no issues requiring Management's Response.



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
MAY 7, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

3. Adoption of Resolution 2025-06: A Resolution of the Board of Directors of The Novato Fire Protection District Establishing The Special Tax Rate For 2025/26
Board approval is requested to accept Staff's recommendation to:
 1. Apply the Consumer Price Index annual adjustment for 2024 of 2.76% (Exhibit D).
 2. Adopt Resolution 2025-06 establishing the Special Assessment Tax Rate for Residential at 11.60 cents per square foot and Commercial / Industrial at 17.40 cents per square foot for the 2025/26 fiscal year (Exhibit A).

4. Resolution 2025-05 Updated Consolidated Records Retention Schedule and Authorizing the Destruction of Certain Records
Board approval is requested to adopt Resolution 2025-5 approving the updated records retention schedule.

5. Resolution 2025-7 a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Vegetation Management Specialist Elizabeth Neill
Board approval is requested to adopt resolution 2025-7 approving the Employment Agreement of Vegetation Management Specialist Elizabeth Neill

6. Resolution 2025-08 Arson Awareness Week May 5-11, 2025
Staff recommends adoption of Resolution 2025-08: a resolution of the Board of Directors of The Novato Fire Protection District declaring May 5-11, 2025, to be Arson Awareness Week.

7. Resolution 2025-09 Proclaiming May 3-11, 2025 as Wildfire Preparedness Week
Board approval is requested to adopt Resolution 2025-09 proclaiming May 3-11, 2025, as Wildfire Preparedness Week, encouraging residents to take steps to reduce the threat of wildfire to their homes and communities.

8. Fire Hydrant Painting Contract
Staff recommends renewing the contract for fire hydrant painting and maintenance with Marianne's Painting. This renewal will be the final year of the 2021 contract.

9. Landscape Management Contract
Staff recommends renewing the contract with Le Jardinier Landscape Management ("Le Jardinier") for landscape management services for all six (6) District sites for a term of twelve (12) months.



NOVATO FIRE DISTRICT BOARD OF DIRECTORS REGULAR BOARD MEETING AGENDA

MAY 7, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

10. EMS Educator Contract Renewal

Staff recommends that the Board approve the renewal of the EMS Educator contract with Katie Grossman, R.N.

11. Appointment of Labor Negotiators

Motion to Amend Chief Negotiators on Behalf of the District to Be Directors Hadfield and Silverman in Negotiations with NFPA, NFCOA, and NSAS

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, March 2025:
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 - 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 March 2025
2. MERA Update: April 2025
3. Upcoming meetings and events:
 - 5/13/25 Special Facilities Committee Meeting 9:00 am
 - 5/14/25 Novato Leadership Graduation at City Hall (Crayne & Bernardini)
 - 5/20/25 Special Finance Committee Meeting 9:00 am
 - 5/26/25 Memorial Day Observed- Admin Office Closed
4. MWPA Q3 Report
5. Written Communications



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA**

MAY 7, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation – Gov. Code sec. 54956.6
Name of Case: *In the Matter of Gregory Meyer v. Novato Fire Protection District*, Office of Administrative Hearings, State of California, Case No. 2025010673
2. Conference with Labor Negotiators – Gov. Code sec. 54957.6
Agency Designated Representatives: Jenica Maldonado, AALRR
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS
3. Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation (Gov. Code sec. 54956.9(c)) – 1 Case

RETURN TO OPEN SESSION

Report on any reportable action taken, if any.

ADJOURNMENT

AFFIDAVIT OF POSTING

I, Jennifer Crayne, certify that on the Friday before the regular Board of Directors meeting on May 7, 2025, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at www.novatofire.org

/s/ Jennifer Crayne

Jennifer Crayne, ASM/Clerk of the Board



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA**

JUNE 4, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: 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.

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Public comment period on agenda items.

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ROLL CALL

President Bruce Goines

Director William Davis
Director Michael Hadfield

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

PRESENTATION

Appreciation and recognition to EMS Billing Analyst Shannon Wager for 20 years of EMS billing service, generating approximately \$52 million in revenue for the District.



NOVATO FIRE DISTRICT BOARD OF DIRECTORS REGULAR BOARD MEETING AGENDA

JUNE 4, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

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.

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. Regular Board Meeting Minutes 5/7/25
2. Special Finance Committee Meeting Minutes 2/18/25

OPEN PUBLIC HEARING

Interested members of the public are invited to attend and be heard during the public hearing section of this meeting.

1. Second Reading and Adoption of Ordinance 2025-01, An Ordinance of the Novato Fire Protection District to Designate Fire Hazard Severity Zones in the Local Responsibility Areas (LRA).

Adoption of Ordinance 2025-01 designates the Fire Hazard Severity Zones as recommended by the California Department of Forestry and Fire Protection pursuant to Government Code Section 51178. The map approved by the district is hereby incorporated by reference and entitled "Novato Fire Protection District LRA Fire Hazard Severity Zones."

2. Conduct a Public Hearing in Compliance with Assembly Bill 2561 / Government Code § 3502.3 Regarding Vacancies, Recruitment, and Retention Efforts

Conduct a public hearing in compliance with Assembly Bill 2561 (AB 2561) / Government Code § 3502.3 (GC § 3502.3) regarding vacancies, recruitment, and retention efforts.

NEW BUSINESS

1. Adoption of the Preliminary Budget for FY 2025/2026

Board approval is requested to accept the Finance Committee's recommendation to:

- a. Adopt the Preliminary Budget for Fiscal Year 2025/2026



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA**

JUNE 4, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

b. Establish the date for adopting the Final Budget for Fiscal Year 2025/2026 on the August 6, 2025, regular board meeting.

2. Proposed Enhancements to Retiree Health Savings (RHS) Benefit

Board approval is requested to accept the Finance Committee's recommendation to move forward with Staff's proposal to eliminate the numerous age-based, group-based, and variable inflation-indexed RHS pay codes by implementing one set of contribution rates for employee and employer that reflect current inflation-adjusted rates and present that to the represented labor groups for acceptance.

3. First Reading of Ordinance 2025-2 Establishing a New Master Fee Schedule and setting a date for the public hearing as July 2, 2025.

Introduce the proposed Novato Fire Protection District Ordinance 2025-2. Staff recommends that the Board of Directors review Ordinance No. 2025-2 to establish a new Fire Prevention Master Fee Schedule for the Novato Fire Protection District and set a date of July 2, 2025, for the public hearing.

4. Marin Emergency Radio Authority (MERA) JPA Renewal

Board approval is requested to accept Staff's recommendation to renew the MERA JPA.

5. Surplus of One Type 1 Engine

Board approval is requested to accept the recommendation of staff to surplus one Type 1 Engine – Unit 11.

6. Enterprise Fleet Management Lease Agreement

Board approval is requested to accept Staff's recommendation to continue with the open-ended leases for six (6) light-duty vehicles with Enterprise Fleet Management ("EFM").

7. Fuel Delivery Contract

Board approval is requested to approve Staff's recommendation to renew the fuel delivery Master Services Agreement (MSA) with North Bay Petroleum for one (1) twelve (12) month term as allowed by the MSA.

8. Advertising Campaign Services for MWPA

Staff recommends renewing the Kiosk Creative, LLC ("Kiosk") Schedule No. 1 in support of the Marin Wildfire Prevention Authority ("MWPA") advertising and marketing campaign.

9. Renewal of IT Support Services Contract with MarinIT

Board approval is requested to accept the Staff's recommendation to renew the IT Support Services contract for another twelve (12) months with MarinIT for a total cost of \$160,092.73.



NOVATO FIRE DISTRICT BOARD OF DIRECTORS REGULAR BOARD MEETING AGENDA

JUNE 4, 2025

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10. Polaris UTV Purchase & Budget Adjustment

Staff recommends the Board approve the budget increase and transfer of \$136,000 from the Unassigned Fund balance to the Fire Suppression Equipment Capital Account #9308-4815

11. LAWCX's JPA for Worker's Compensation Insurance Renewal through FRMS Membership

Board approval is requested to accept Staff's recommendation to renew the Local Agency Worker's Compensation Excess ("LAWCX") Joint Powers Authority ("JPA") for the Worker's Compensation insurance policy as a covered member of Fire Risk Management Services ("FRMS"). The coverage period ends on July 1, 2025.

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, April 2025:
 - a. Revenues, Expenditures, and Changes in Fund Balance Financial Report
 - 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 April 2025
2. MERA Update: May 2025
3. Upcoming meetings and events:
 - Next Regular Board Meeting 7/2/25 at 10:00 am
 - 7/15/25 Regular Finance Committee Meeting – rescheduled
 - Special Finance Committee Meeting 8/4/25 at 9:00 am
 - Board Study Session- Date/Time TBD
 - 6/10/25 Facilities Committee Meeting
 - 6/18/25 Rotary Service Above Self Award- WMS Jim MacDougall
 - 6/24-6/28/25 Fire Squirts Camp
4. Written Communications



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA**

JUNE 4, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation – Gov. Code sec. 54956.6
Name of Case: *In the Matter of Gregory Meyer v. Novato Fire Protection District*, Office of Administrative Hearings, State of California, Case No. 2025010673
2. Conference with Labor Negotiators – Gov. Code sec. 54957.6
Agency Designated Representatives: Michael Hadfield, Lj Silverman
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS

RETURN TO OPEN SESSION

Report on any reportable action taken, if any.

ADJOURNMENT

AFFIDAVIT OF POSTING

I, Jennifer Crayne, certify that on the Friday before the regular Board of Directors meeting on June 4, 2025, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at www.novatofire.org

/s/ Jennifer Crayne

Jennifer Crayne, ASM/Clerk of the Board



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
JUNE 23, 2025**

Time: 9:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors due to the expiration of Executive Order N-29-20 on February 28, 2023, however any interested member 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 Jennifer Crayne at jcrayne@novatofire.org.

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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 Bruce Goines

Director William Davis
Director Shane Francisco

Director Lj Silverman
Director Michael Hadfield

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



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
JUNE 23, 2025**

Time: 9:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS – Gov. Code sec. 54957.6
Agency Designated Representatives: Michael Hadfield, Lj Silverman
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS

RETURN TO OPEN SESSION

Report action taken, if any.

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
JULY 2, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: 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.

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ROLL CALL

President Bruce Goines

Director William Davis
Director Michael Hadfield

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

ASSOCIATION PRESIDENTS' REPORT

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



NOVATO FIRE DISTRICT BOARD OF DIRECTORS REGULAR BOARD MEETING AGENDA

JULY 2, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

DIRECTOR MATTERS

Directors may report on their activities and meetings.

President may report to the Board on the Novato Fire Foundation.

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. 6/4/25 Regular Board Meeting Minutes
2. 5/13/25 Facilities Committee Meeting Minutes
3. 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 accounts have submitted a written request for write-off consideration from the Board of Directors. The requests are claiming financial hardship.

▶ F24024553	\$1,040.20
▶ F24039947	\$563.55

OPEN PUBLIC HEARING

Interested members of the public are invited to attend and be heard during the public hearing section of this meeting.

1. Conduct a Public Hearing in Compliance with Assembly Bill 2561 / Government Code § 3502.3 Regarding Vacancies, Recruitment, and Retention Efforts

Conduct a public hearing in compliance with Assembly Bill 2561 (AB 2561) / Government Code § 3502.3 (GC § 3502.3) regarding vacancies, recruitment, and retention efforts.

2. Adoption of Ordinance 2025-2 Establishing a New Prevention Master Fee Schedule
Staff recommends that the Board of Directors adopt Ordinance No. 2025-2 to establish a New Fire Prevention Master Fee Schedule for the Novato Fire Protection District

NEW BUSINESS

1. Authorization to Enter into Agreement with Kaiser Foundation Health Plan, Inc. (KFHP) to Participate in the Voluntary Rate Range Program (VRRP) Intergovernmental Transfer (IGT)



NOVATO FIRE DISTRICT BOARD OF DIRECTORS REGULAR BOARD MEETING AGENDA

JULY 2, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

Staff recommends the Board authorize Novato Fire District (the “District”) to enter into an agreement with Kaiser Foundation Health Plan, Inc. (KHFP) to participate in the Voluntary Rate Range Program (VRRP) Intergovernmental Transfer (IGT)

2. Authorization of IGT Funds Transfer 3 of 4 to Department of Health Care Services (DHCS) for participation in the Public Provider Ground Emergency Medical Transportation (PP-GEMT) Program for CY 2025

District staff recommends sending the third of four quarterly payments for CY 2025 (invoice amount \$164,333.16) to DHCS as a voluntary contribution to the non-Federal share (NFS) of Medi-Cal expenditures for purposes of Assembly Bill 1705. This contribution is required in order to qualify for the maximum Federal funds match which enables the District to obtain the maximum reimbursements for Managed Care (MC) and Fee-For-Service (FFS) transports.

3. Resolution 2025-10, a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Wildfire Mitigation Specialist Phoebe Marshall.

Board approval is requested to adopt Resolution 2025-10 approving the Employment Agreement of Wildfire Mitigation Specialist Phoebe Marshall.

4. Resolution 2025-11, a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Senior Vegetation Management Specialist Elizabeth Neill.

Board approval is requested to adopt Resolution 2025-11 approving the Employment Agreement of Senior Vegetation Management Specialist Elizabeth Neill.

5. Purchase of one (1) 2025 Horton Type I Ambulance

Board approval is requested to purchase one (1) 2025 Horton Type I ambulance from Professional Sales and Services L.C (PSS), for the price of \$361,931.88. This is a stock unit that is scheduled to be completed at Horton on 7/15/25. Delivery is expected within ninety (90) days of the order unless there are any changes we require that would delay this. Within 90 days, the radios, all logos and striping and other accessories would be installed. With some minor changes and our equipment installation, the price would not exceed \$400,000.

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)



NOVATO FIRE DISTRICT BOARD OF DIRECTORS REGULAR BOARD MEETING AGENDA

JULY 2, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

4. Facilities Committee (Silverman and Hadfield)

FINANCIAL REPORTS

Informational items for review. No action is needed.

1. Financial Reports, May 2025:
 - a. Revenues, Expenditures, and Changes in Fund Balance Financial Report
 - 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 May 2025
2. MERA Update: June 2025
3. Upcoming meetings and events:
 - 7/15/25 100 Year Planning Committee Meeting 9:00 am
 - 8/6/25 Next Regular Board Meeting
4. Written Communications

CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation – Gov. Code sec. 54956.6
Name of Case: *In the Matter of Gregory Meyer v. Novato Fire Protection District*, Office of Administrative Hearings, State of California, Case No. 2025010673
2. Conference with Labor Negotiators – Gov. Code sec. 54957.6
Agency Designated Representatives: Michael Hadfield, Lj Silverman
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS

RETURN TO OPEN SESSION

Report on any reportable action taken, if any.

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA**

JULY 2, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom

95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

AFFIDAVIT OF POSTING

I, Jennifer Crayne, certify that on the Friday before the regular Board of Directors meeting on July 2, 2025, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at www.novatofire.org

/s/ Jennifer Crayne

Jennifer Crayne, ASM/Clerk of the Board



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA**

AUGUST 6, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom

95 Rowland Way, Novato CA 94945

Website: 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.

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Public comment period on agenda items.

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ROLL CALL

President Bruce Goines

Director William Davis

Director Michael Hadfield

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

PRESENTATION

District Counsel, Riley Hurd, will provide the Board of Directors with annual Brown Act training and best practices.



NOVATO FIRE DISTRICT BOARD OF DIRECTORS REGULAR BOARD MEETING AGENDA

AUGUST 6, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom

95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

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.

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. 7/2/25 Regular Board Meeting Minutes
2. Bad Debt Write Off – Uncollectible Novato Ambulance Billing Accounts
Board approval of staff's recommendation to write off the designated multi-year uncollectible ambulance billing accounts totaling \$24,375.49.

NEW BUSINESS

1. Facilities Maintenance Technician
Board approval is requested to create a Facilities Maintenance Technician position to perform minor maintenance tasks.
2. Stryker Gurney Power-Loaders
Board approval is requested for the purchase of (2)-Stryker Gurney Power-Loaders and (2)-Power-Loader ProCare preventative maintenance (PM) warranty contracts for \$ 63,060.66.
3. Property and Casualty Package Insurance Policy 9/1/25-8/31/26
Board approval is requested to discuss a proposal for the package property and liability insurance policy ("Package Policy") from the District's insurance broker, Arthur J. Gallagher Risk Management Services, LLC. ("Gallagher"), for the period beginning September 1, 2025, through August 31, 2026.

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)



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
AUGUST 6, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

4. Facilities Committee (Silverman and Hadfield)

FINANCIAL REPORTS

Informational items for review. No action is needed.

1. Financial Reports, June 2025:
 - a. Revenues, Expenditures, and Changes in Fund Balance Financial Report
 - b. Revenues and Expenditures Detail Financial Report
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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 June 2025
2. MERA Update: July 2025
3. Upcoming meetings and events:
 - 8/20/25 Special Finance Committee Meeting @ 9:00 am
 - 9/1/25 Labor Day Holiday – Admin Office Closed
 - 9/3/25 Next Regular Board Meeting @ 10:00 am
 - 9/9/25 Facilities Committee Meeting @ 9:00 am
 - 9/10/25 Leadership Novato Kickoff - Fire District Day
4. MWPA Q4 Work Plan Impact Report
5. Written Communications

CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation – Gov. Code sec. 54956.6
Name of Case: *In the Matter of Gregory Meyer v. Novato Fire Protection District*, Office of Administrative Hearings, State of California, Case No. 2025010673
2. Conference with Labor Negotiators – Gov. Code sec. 54957.6
Agency Designated Representatives: Michael Hadfield, Lj Silverman
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS

RETURN TO OPEN SESSION

Report on any reportable action taken, if any.

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA**

AUGUST 6, 2025

TIME: 10:00 A.M.

Location: Administrative Office and virtually via Zoom

95 Rowland Way, Novato CA 94945

Website: www.novatofire.org

AFFIDAVIT OF POSTING

I, Jennifer Crayne, certify that on the Friday before the regular Board of Directors meeting on August 6, 2025, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at www.novatofire.org

/s/ Jennifer Crayne

Jennifer Crayne, ASM/Clerk of the Board



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
AUGUST 20, 2025**

Time: 11:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors due to the expiration of Executive Order N-29-20 on February 28, 2023, however any interested member 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 Jennifer Crayne at jcrayne@novatofire.org.

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ROLL CALL

President Bruce Goines

Director William Davis
Director Shane Francisco

Director Lj Silverman
Director Michael Hadfield

OPEN TIME FOR PUBLIC EXPRESSION

(Please observe a three-minute time limit.)

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AGENDA ADJUSTMENTS



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
AUGUST 20, 2025**

Time: 11:00 am

Location: Novato Fire District Administrative Office

95 Rowland Way

Novato, CA 94945

Website: www.novatofire.org

CLOSED SESSION

1. Conference with Legal Counsel - Significant Exposure to Litigation (Gov. Code Section 54956.9(d)(2))

Number of Potential Cases: 1

RETURN TO OPEN SESSION

Report action taken, if any.

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
AUGUST 26, 2025**

Time: 9:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

ATTENTION: This will be an in-person meeting of the Board of Directors; however, any interested member 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 Jennifer Crayne, Clerk of the Board, at jcrayne@novatofire.org.

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ROLL CALL

President Bruce Goines

Director William Davis
Director Shane Francisco

Director Lj Silverman
Director Michael Hadfield

OPEN TIME FOR PUBLIC EXPRESSION

(Please observe a three-minute time limit.)

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AGENDA ADJUSTMENTS



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
AUGUST 26, 2025**

Time: 9:00 am

Location: Novato Fire District Administrative Office
95 Rowland Way
Novato, CA 94945

Website: www.novatofire.org

NEW BUSINESS

1. Package Insurance Policy Renewal

Board approval is requested to accept Staff's recommendation to purchase insurance policies ("Policies") through the District's insurance broker Arthur J. Gallagher Risk Management Services, LLC ("Gallagher") for the period beginning September 1, 2025 through August 31, 2026.

2. Update to Check Writing and Electronic Fund Transfers Policy 214

Board approval is requested to accept Finance Committee's recommendation to revise Policy 214 to expand the use of EFTs and ACH transfers, in accordance with widely accepted protocols, to improve payment processing efficiency and vendor transitions to electronic/paperless business environments

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
SEPTEMBER 3, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: 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.

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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:
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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 Bruce Goines

Director William Davis
Director Michael Hadfield

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

PRESENTATION

Marin Wildfire Prevention Authority: A Five-Year Review
Vegetation Management Program Manager Labberton & WMS Supervisor Blount



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
SEPTEMBER 3, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

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.

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. 5/27/25 Special Finance Committee Meeting Minutes
2. 8/6/25 Regular Board Meeting Minutes
3. 8/26/25 Special Board Meeting Minutes
4. Bad Debt Write Off – Uncollectible Novato Ambulance Billing Accounts
Board approval of staff's recommendation to write off the designated multi-year uncollectible ambulance billing accounts totaling \$24,375.49.
5. 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 accounts have submitted a written request for write-off consideration from the Board of Directors. The requests are claiming financial hardship.
▶ F25014939 \$677.39

NEW BUSINESS

1. Responses to the 2024 - 2025 Marin County Civil Grand Jury Report: "Marin County First Responders: Supporting Those Who Support Us."
Board to consider draft responses to the 2024-2025 Marin County Civil Grand Jury Report: "Marin County First Responders: Supporting Those Who Support Us."
2. Resolution 2025-12, a Resolution of the Board of Directors of the Novato Fire District Determining 2025/26 Appropriations Limit



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
SEPTEMBER 3, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
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Website: www.novatofire.org

Board approval is requested to adopt Resolution 2025-12

1. The Appropriations Limit for 2025/26 has been calculated to be \$83,860,201 (Exhibit A).
2. Adopt Resolution 2025-12 establishing the Appropriations Limit for 2025/26 (Exhibit B).

3. Adoption of the Final Annual Budget for Fiscal Year 2025/2026

Board approval is requested to adopt the Final Annual Budget for Fiscal Year 2025/26

4. Life Assist Contract Renewal

Staff requests approval from the Board to continue contracting with Life-Assist, Inc. ("Life-Assist") for the procurement of Advanced Life Support ("ALS") and Basic Life Support ("BLS") pharmaceuticals and medical supplies for the District.

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, July 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 July 2025
2. MERA Update: August 2025
3. Upcoming meetings and events:
 - Ember Stomp 9/6/25
 - 9/9/25 Special Facilities Committee Meeting 10:00 am
 - 9/10/25 Leadership Novato Kickoff - Fire District Day
 - 9/8/25 Steve Rucker Memorial Golf Tournament



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
SEPTEMBER 3, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

- 10/1/25 Next Regular Board Meeting 10:00 am
4. Written Communications

CLOSED SESSION

1. Conference with Labor Negotiators – Gov. Code sec. 54957.6
Agency Designated Representatives: Michael Hadfield, Lj Silverman
Employee Organizations: NFPA, NFCOA
Unrepresented Employees: NSAS

RETURN TO OPEN SESSION

Report on any reportable action taken, if any.

ADJOURNMENT

AFFIDAVIT OF POSTING

I, Jennifer Crayne, certify that on the Friday before the regular Board of Directors meeting on August 29, 2025, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at www.novatofire.org

/s/ Jennifer Crayne

Jennifer Crayne, ASM/Clerk of the Board



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
OCTOBER 1, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: 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.

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ROLL CALL

President Bruce Goines

Director William Davis
Director Michael Hadfield

Director Lj Silverman
Director Shane Francisco

OPEN TIME FOR PUBLIC EXPRESSION

(Please observe a three-minute time limit.)

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AGENDA ADJUSTMENTS

ASSOCIATION PRESIDENTS' REPORT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
OCTOBER 1, 2025
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DIRECTOR MATTERS

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President may report to the Board on the Novato Fire Foundation.

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. 9/3/25 Regular Board Meeting Minutes

NEW BUSINESS

1. Introduce and Conduct the First Reading of the 2025 Fire Code Adoption, Ordinance 2025-3, and Set A Date For A Public Hearing For a Second Reading and Final Adoption of Ordinance 2025-3

Board is requested to consider the adoption of Ordinance 2025-3, amending the 2025 California Fire Code, and schedule a Public Hearing for a second reading and final adoption at a regular Board meeting on November 5, 2025.

ORDINANCE NO. 2025-3

AN ORDINANCE OF THE NOVATO FIRE PROTECTION DISTRICT ADOPTING AND MAKING LOCAL AMENDMENTS TO THE 2025 EDITION OF THE CALIFORNIA FIRE CODE. PRESCRIBING, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE NOVATO FIRE PROTECTION DISTRICT PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR; AND DEFINING THE POWERS AND DUTIES OF THE PREVENTION DIVISION AND OFFICERS. REPEALING ORDINANCE NO. 2022-1 OF THE NOVATO FIRE PROTECTION DISTRICT AND ALL OTHER ORDINANCES OR PARTS OF LAWS IN CONFLICT THEREWITH

2. Introduce and Conduct the First Reading of the 2025 California Wildland Urban Interface Code Adoption, Ordinance 2025-4, and Set A Date For A Public Hearing For a Second Reading and Final Adoption of Ordinance 2025-4

Board is requested to consider the adoption of Ordinance 2025-4, amending the 2025 California Wildland Urban Interface Code, and schedule a Public Hearing for a second reading and final adoption at a regular Board meeting on November 5, 2025.



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
OCTOBER 1, 2025
TIME: 10:00 A.M.**

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ORDINANCE NO. 2025-4

AN ORDINANCE OF NOVATO FIRE PROTECTION DISTRICT ADOPTING THE 2025 EDITION OF THE CALIFORNIA WILDLAND URBAN INTERFACE CODE, REGULATING AND GOVERNING THE MITIGATION OF HAZARD TO LIFE AND PROPERTY FROM THE INTRUSION OF FIRE FROM WILDLAND EXPOSURES, FROM ADJACENT STRUCTURES AND PREVENTION OF STRUCTURE FIRES FROM SPREADING TO WILDLAND FUELS IN THE NOVATO FIRE PROTECTION DISTRICT FURTHER PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES.

3. Resolution 2025-13, Fire Prevention Week,

Board approval is requested to adopt Resolution 2025-13 proclaiming October 5-11, 2025, as Fire Prevention Week.

4. Resolution 2025-14, Great California Shake Out

Board approval is requested to adopt Resolution 2025-14, acknowledging the district's desire to participate in the Great California Shake Out and continue our work toward making our community more prepared and resilient.

5. Resolution 2025-15, Breast Cancer Awareness Month

Board approval is requested to adopt Resolution 2025-15 designating October 2025 as National Breast Cancer Awareness Month.

6. Authorization of IGT Funds Transfer 4 of 4 to Department of Health Care Services (DHCS) for participation in the Public Provider Ground Emergency Medical Transportation (PP-GEMT) Program for CY 2025

District staff recommends sending the fourth and final quarter payment for CY 2025 (invoice amount \$163,203.19) to DHCS as a voluntary contribution to the non-Federal share (NFS) of Medi-Cal expenditures for purposes of Assembly Bill 1705. This contribution is required in order to qualify for the maximum Federal funds match which enables the District to obtain the maximum reimbursements for Managed Care (MC) and Fee-For-Service (FFS) transports.

7. Building Security Upgrades

Staff recommends the procurement and installation of Verkada cameras & access controls to improve security for all six (6) District buildings. Portola Systems, Inc. is an authorized reseller of Verkada equipment and also provides project management services for the installation performed by subcontractors. Portola will also coordinate the programming and certification of the entire system.

8. Lease of one (1) Chevrolet Tahoe from Enterprise Fleet Management

Board approval is requested to accept the recommendation of staff to enter into a lease agreement with Enterprise Fleet Management for one 2026 Chevy Tahoe for C60. The term of the lease would be five (5) years at a cost of \$1,788.19/month. This price



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includes the upfitting (radio installation, code 3 lighting, and graphics) as well as a vehicle maintenance plan.

9. Annual Physicals Pursuant to NFPA 1582

Staff recommends using Pinnacle Training Systems (“Pinnacle”) as the administrator of the NFPA 1582 compliant annual physicals. The cost for using Pinnacle Training Systems services are subsidized by Fire Risk Management Services (“FRMS”).

10. Resolution 2025-16 Turnout Gear Purchase Budget Adjustment

Staff recommends the Board adopt Resolution 2025-16, and approve an increase to the Fiscal Year 2025-26 budget and transfer \$220,000 from the Unassigned Fund balance to the Operations Account #9307-2020 Cal-OSHA Requirements account to cover the purchase of turnout gear.

11. Purchase of three (3) Chevrolet 2500HD crew cab command vehicles

Board approval is requested to accept the recommendation of staff to purchase three (3) Chevy 2500HD pickups from Winner Chevrolet to replace the 3 operational shift Battalion Chief command vehicles. The total price would include the radio and lighting installation, vehicle graphics, camper shell and slide out tray configuration, and equipment mounting. The total cost for all three (3) vehicles would not exceed \$325,000.

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.

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2. District Monthly Contracts Information



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
OCTOBER 1, 2025
TIME: 10:00 A.M.**

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INFORMATION

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

1. Customer Surveys August 2025
2. MERA Update: September 2025
3. Upcoming meetings and events:
 - 10/5/25 Pancake Breakfast and Open House Station 62
 - 10/21/25 Finance Committee Meeting
 - 10/21/25 100 Year Planning Committee Meeting
 - 11/5/25 Next Regular Board Meeting 10:00 am
 - 11/13/25 Badge Pinning Ceremony Jonas Center 5:00 pm
4. Written Communications

CLOSED SESSION

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

RETURN TO OPEN SESSION

Report on any reportable action taken, if any.

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
OCTOBER 1, 2025
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/s/ Jennifer Crayne

Jennifer Crayne, ASM/Clerk of the Board



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
NOVEMBER 5, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

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ROLL CALL

President Bruce Goines

Director William Davis
Director Michael Hadfield

Director Lj Silverman
Director Shane Francisco

OPEN TIME FOR PUBLIC EXPRESSION

(Please observe a three-minute time limit.)

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AGENDA ADJUSTMENTS

ASSOCIATION PRESIDENTS' REPORT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
NOVEMBER 5, 2025
TIME: 10:00 A.M.**

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DIRECTOR MATTERS

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

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. 10/1/25 Regular Board Meeting Minutes
2. 8/20/25 Special Finance Committee Meeting Minutes
3. 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 accounts have submitted a written request for write-off consideration from the Board of Directors. The requests are claiming financial hardship.

▶ F24034565	\$1,099.21
▶ F25013772	\$ 203.42
▶ F25016800	\$ 487.50
4. Bad Debt Write off– Uncollectible Novato Ambulance Billing Accounts
Board approval of staff's recommendation to write off the designated multi-year uncollectible ambulance billing accounts totaling \$45,819.57.

OPEN PUBLIC HEARING

- The Board President will open the public hearing and receive testimony on item 1, approval of Ordinance 2025-3, amending the 2025 Fire Code.

CLOSE PUBLIC HEARING

- The Board President will close the public hearing before the Board of Directors deliberates on the adoption of Ordinance 2025-3.

1. Final Reading and Consideration of the Adoption of the 2025 Fire Code Adoption, Ordinance 2025-3



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
NOVEMBER 5, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

Board is requested to consider the adoption of Ordinance 2025-3, amending the 2025 California Fire Code

ORDINANCE NO. 2025-3

AN ORDINANCE OF THE NOVATO FIRE PROTECTION DISTRICT ADOPTING AND MAKING LOCAL AMENDMENTS TO THE 2025 EDITION OF THE CALIFORNIA FIRE CODE. PRESCRIBING, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE NOVATO FIRE PROTECTION DISTRICT PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR; AND DEFINING THE POWERS AND DUTIES OF THE PREVENTION DIVISION AND OFFICERS. REPEALING ORDINANCE NO. 2022-1 OF THE NOVATO FIRE PROTECTION DISTRICT AND ALL OTHER ORDINANCES OR PARTS OF LAWS IN CONFLICT THEREWITH

OPEN PUBLIC HEARING

- The Board President will open the public hearing and receive testimony on item 2, approval of Ordinance 2025-4, amending the 2025 California Wildland Urban Interface Code

CLOSE PUBLIC HEARING

- The Board President will close the public hearing before the Board of Directors deliberates on the adoption of Ordinance 2025-4.

2. Final Reading and Consideration of the Adoption of the 2025 California Wildland Urban Interface Code Adoption, Ordinance 2025-4

Board is requested to consider the adoption of Ordinance 2025-4, amending the 2025 California Wildland Urban Interface Code

ORDINANCE NO. 2025-4

AN ORDINANCE OF NOVATO FIRE PROTECTION DISTRICT ADOPTING THE 2025 EDITION OF THE CALIFORNIA WILDLAND URBAN INTERFACE CODE, REGULATING AND GOVERNING THE MITIGATION OF HAZARD TO LIFE AND PROPERTY FROM THE INTRUSION OF FIRE FROM WILDLAND EXPOSURES, FROM ADJACENT STRUCTURES AND PREVENTION OF STRUCTURE FIRES FROM SPREADING TO WILDLAND FUELS IN THE NOVATO FIRE PROTECTION DISTRICT FURTHER PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES.

NEW BUSINESS

1. Resolution 2025-18, A Resolution of the Board of the Novato Fire Protection District Ratifying the Memorandum of Understanding Between the Novato Fire Protection District and the Novato Professional Firefighter Association

Board approval is requested to adopt resolution 2025-18 approving the Memorandum of Understanding between the Novato Fire Protection District (“District”) and the Novato Professional Firefighters Association (“Association”)



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
NOVEMBER 5, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
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2. Budget Adjustments - Building Security Upgrades & Kaiser Medical Director

Board approval is requested to accept Staff's recommendation to make the following FY 2025/26 budget adjustments:

- 1) Increase Org Resources & Support division 9308 Facilities Projects account 2397 in the amount of \$500,000 for Building Security Upgrades/Video Surveillance & Key Fob: Admin, 61,62,63,64,65
- 2) Increase EMS division 9305 Outside Assistance account 2034 in the amount of \$70,000 for Kaiser Medical Director

3. Medical Director Agreement

Staff recommends contracting with The Permanente Medical Group ("TPMG") for the services of a medical director.

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, September 2025:
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 - 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 – not available
2. MERA Update: October 2025
3. MWPA Q1 2025 Work Plan
4. Upcoming meetings and events:
 - 11/11/25 Veteran's Day – Admin Office Closed
 - 11/13/25 Badge Pinning Ceremony Jonas Center 5:00 pm
 - Thanksgiving Holiday- Admin Office Closed 11/27 and 11/28



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
NOVEMBER 5, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
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Website: www.novatofire.org

- 12/3/25 Next Regular Board Meeting
 - 12/9/25 Facilities Committee Meeting
5. Written Communications - none

CLOSED SESSION

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

RETURN TO OPEN SESSION

Report on any reportable action taken, if any.

ADJOURNMENT

AFFIDAVIT OF POSTING

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/s/ Jennifer Crayne

Jennifer Crayne, ASM/Clerk of the Board



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING AGENDA
NOVEMBER 13, 2025**

Time: 5:00 pm

Location: The Bill & Adele Jonas Center
1800 Ignacio Blvd, Building 19
Novato, CA 94949

Website: www.novatofire.org

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ROLL CALL

President Bruce Goines

Director William Davis
Director Shane Francisco

Director Lj Silverman
Director Michael Hadfield

OPEN TIME FOR PUBLIC EXPRESSION

(Please observe a three-minute time limit.)

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PRESENTATION

1. Badge Pinning Ceremony

ADJOURNMENT



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
DECEMBER 3, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

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Password: 959595

Join the Zoom meeting and then dial in if you need audio by telephone
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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 Bruce Goines

Director William Davis
Director Michael Hadfield

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



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
DECEMBER 3, 2025
TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom
95 Rowland Way, Novato CA 94945
Website: www.novatofire.org

ELECTION OF BOARD 2026 OFFICERS

Introduction of the item: invite volunteers from Board. If insufficient volunteers, invite nominations. Seek public comment, followed by a Board motion. Board may deliberate/comment, then vote.

1. Election of President
2. Election of Vice President
3. Election of Secretary

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.

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. 11/5/25 Regular Board Meeting Minutes
2. 11/13/25 Special Board Meeting Minutes
3. Finance Committee 2026 Regular Meeting Schedule
4. Facilities Committee 2026 Regular Meeting Schedule

NEW BUSINESS

1. Proposed Changes to the 2026 Regular Board Meeting Schedule

Staff is seeking Board approval to modify the 2026 regular meeting schedule, moving the January and December meetings to the second Wednesday of the month, with all other meetings remaining on the 1st Wednesday of the month.

2. Resolution 2025-19, a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Vegetation Management Specialist Molly Lea.



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Board approval is requested to adopt Resolution 2025-19 approving the Employment Agreement of Vegetation Management Specialist Molly Lea.

3. Resolution 2025-20, a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Wildfire Mitigation Specialist Kyle Nicholes.

Board approval is requested to adopt Resolution 2025-20 approving the Employment Agreement of Wildfire Mitigation Specialist Kyle Nicholes.

4. Resolution 2025-21, a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Vegetation Management Program Manager Sarah Labberton.

Board approval is requested to adopt Resolution 2025-21 approving the Employment Agreement of Vegetation Management Program Manager Sarah Labberton.

5. Resolution 2025-22, a Resolution of the Novato Fire Protection District Ratifying the Employment Agreement Between the Novato Fire District and Wildfire Mitigation Specialist Ronald Murdock-Perriera.

Board approval is requested to adopt Resolution 2025-22 approving the Employment Agreement of Wildfire Mitigation Specialist Ronald Murdock-Perriera.

6. Resolution 2025-23. 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.

Board approval is requested to adopt Resolution 2025-23 ratifying the Memorandum of Understanding between the Novato Fire Protection District and the Novato Chief Officers Association Local 1775.

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, October 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



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- 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 – September & October 2025
2. Upcoming meetings and events:
 - 12/6/25 Heroes & Helpers Event
 - 12/9/25 Facilities Committee Meeting
 - 12/24-12/25/25 Admin Office Closed
 - 1/1/26 Admin Office Closed
 - 2026 FDAC Conference- RSVP to ASM Crayne
3. 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

RETURN TO OPEN SESSION

Report on any reportable action taken, if any.

ADJOURNMENT



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AFFIDAVIT OF POSTING

I, Jennifer Crayne, certify that on the Thursday before the regular Board of Directors meeting on November 25, 2025, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at www.novatofire.org

/s/ Jennifer Crayne

Jennifer Crayne, ASM/Clerk of the Board