



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS  
REGULAR BOARD MEETING AGENDA  
APRIL 1, 2026  
TIME: 10:00 A.M.**

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

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

The Board meeting agenda and all supporting documents are available for public review at 95 Rowland Way, Novato, CA, 72 hours in advance of a scheduled board meeting. A fee will be charged for additional copies of board meeting documents. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodation is needed, please contact the District Administrative Services Manager as soon as possible, preferably at least two days prior to the meeting.

Zoom Conference Information  
Join at Zoom.com

Meeting ID: 232 811 1856  
Password: 959595

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

Join by telephone only:  
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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 Michael Hadfield

Director William Davis  
Director Bruce Goines

Director Lj Silverman  
Director Shane Francisco

**OPEN TIME FOR PUBLIC EXPRESSION**

(Please observe a three-minute time limit.)

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

**AGENDA ADJUSTMENTS**



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**PRESENTATION**

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

- 25 Years of Service – Forest Blue, Eric Mesenburg, Nole Pacheco

**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.

**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. 2/18/26 Special Board Meeting Minutes
2. 3/11/26 Special Board Meeting Minutes

**NEW BUSINESS**

**1. 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 2026**

Staff recommends sending the second of four quarterly payments for CY 2026 (invoice amount \$172,734.45) to DHCS as a voluntary contribution to the non-Federal share of Medi-Cal expenditures for purposes of Assembly Bill 1705.

**2. Resolutions 2026-3, 2026-4, 2026-5, 2026-6, 2026-7, 2026-9, and 2026-10: Resolutions of the Novato Fire Protection District Ratifying the Employment Agreements Between the Novato Fire Protection District and the Human Resources Manager; EMS Billing Manager; Administrative Services Manager; Finance Director; Information Technology Manager; Fire Mechanic; and Senior Accountant.**

Board approval is requested to adopt resolutions 2026-3, 2026-4, 2026-5, 2026-6, 2026-7, 2026-9, and 2026-10, approving the Employment Agreements Between the Novato Fire Protection District and the Human Resources Manager; EMS Billing Manager;



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Administrative Services Manager; Finance Director; Information Technology Manager;  
Fire Mechanic; and Senior Accountant.

**3. Hi-Tech, Emergency Vehicle Service, Inc. Contract Renewal for Vehicle Repair, Warranty and Build Services.**

Staff recommends that the Board approve continuing to contract with Hi-Tech, Emergency Vehicle Service, Inc. (“Hi-Tech, EVS”) as the single source provider for engine repair and warranty services for a three-year term at \$70,000 per year. Staff further recommends renewing the contract from July 1, 2026, through June 30, 2029, for a total contract value of \$210,000.

**4. Medical Supplies Contract with Henry Schein, Inc.**

Staff recommends contracting with Henry Schein, Inc. (“Henry Schein”) through Savvik Buying Group (“SAVVIK”), a group purchasing organization (“GPO”) and cooperative procurement organization that connects public agencies to existing contracts that permit piggybacking.

**5. Hanson Bridgett, LLP Contract for Employment Law Services**

Staff recommends that the Board contract with Hanson Bridgett, LLP for employment law consultation services.

**6. Fuel Delivery Agreement**

Board approval is requested to accept Staff’s recommendation to award a contract to Nick Barbieri Trucking LLC, a RelaDyne Company d/b/a North Bay Petroleum (“North Bay Petroleum”) for the District’s fuel delivery service in an amount not to exceed \$250,000 for the initial twelve (12) month term of a three (3) year agreement with the option to renew for two (2) twelve (12) month terms.

**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 2026: **Unavailable**



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- 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- **Unavailable**
- b. Revenues and Expenditures Detail Financial Report - **Unavailable**
- c. Vendor Summary Financial Report - **Unavailable**

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 – **Unavailable**
2. MERA Report
3. Upcoming meetings and events:
  - 4/7/26 Centennial Meeting at 10:00 am
  - 4/18/26 Spectrum Safety Event at 12:00-2:00 pm Pocket Park
  - 4/21-24/26 FDAC Conference, Seaside, CA
  - 5/6/26 Next Regular Board Meeting
  - 5/12/26 Special Finance Committee Meeting (cancelled 4/21 Finance Committee Meeting)
4. Written Communications
  - Thank you card to Director Davis from Rachael Farac

**CLOSED SESSION**

**1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Government Code Section 54957(b)(1): Fire Chief

**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 Special Board of Directors meeting on April 1, 2026, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at [www.novatofire.org](http://www.novatofire.org)

*/s/ Jennifer Crayne*

Jennifer Crayne, ASM/Clerk of the Board