

# B O A R D O F D I R E C T O R S



Regular Meeting Agenda  
December 13, 2023  
Kentfield Fire District Office, Conference Room, 1<sup>st</sup> Floor  
And  
Gerbsman Partners Office  
211 Laurel Grove, Kentfield, CA 94904

**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.

Zoom Video Conference link: <https://us02web.zoom.us/j/9459048313>

Meeting ID: 945 904 8313

Call in Line: 1 (669) 900-6833, when prompted, enter meeting ID: 945 904 8313-#

Time: 6:30 p.m. For clarity of discussion, the Public is requested to MUTE except:

1. During Open Time for public expression item.
2. Public comment period on agenda items.
3. If there are any members of the public who wish to speak, please raise your hand in the actions, and those joining us by phone, STAR\* 9 to raise your hand and Star\* 6 to unmute yourself.

**NOTE: The meeting will be recorded.**

1. CALL TO ORDER 6:30 p.m. Agenda available on the KFD website.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES  
The Board may choose to approve the minutes of the November 8, 2023 meeting.  
**Board Action: 1. Discussion 2. Motion 3. Public Comment 4. Vote**
5. AGENDA ADJUSTMENTS
6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
  - A. Presentation of Independent Audit of Kentfield Fire District's Financial Statements for FY ended June 30, 2023 and Memorandum of Internal Controls and Required Communications – Vikki C. Rodriguez/Maze & Associates

\*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

7. UNFINISHED BUSINESS

8. NEW BUSINESS

A. Independent Audit of District's Financial Statements FY ended June 30, 2023 – Chief Pomi  
**Board Action: 1. Discussion 2. Motion 3. Public Comment 4. Vote**

B. Memorandum of Internal Controls and Required Communications – Chief Pomi  
**Board Action: 1. Discussion 2. Motion 3. Public Comment 4. Vote**

9. CHIEF'S REPORT – Verbal

10. DIRECTOR MATTERS – Directors may report on their activities and meetings.

11. CORRESPONDENCE: Marin IJ Santa Cop, MERA Next Generation Project October update, MWPA Executive Officer Report, Blood Drive.

12. REPORTS

A. Overtime, Incident – November 2023

13. APPROVAL OF MONTHLY EXPENSES

Approval of November warrant 805305232 to and including 805305287 for \$476,500.39

**Board Action: 1. Discussion 2. Motion 3. Public Comment 4. Vote**

14. **CLOSED SESSION**

The Board may enter closed session at this time.

CONFERENCE WITH LEGAL COUNSEL – Initiation of litigation pursuant to Government Code § 54956.9(d)(4).

CONFERENCE – to consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee. Government Code § 54957 (b)(1).

15. ORAL COMMUNICATION

This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.

CONFIRM NEXT MEETING DATE: January 10, 2024

16. MOMENT OF SILENCE

17. ADJOURNMENT