



**ROSS VALLEY FIRE DEPARTMENT
BOARD OF DIRECTORS AGENDA MINUTES**

Wednesday, September 10, 2025

Note: These are summary action minutes only.
The zoom recording can be accessed by clicking [here](#)

6:30 pm RVFD Board Meeting

1. **Call to order – 6:30 pm.**

In attendance: Directors Kircher, McMillan, Burdo (via Zoom), Walker, Finn, Shortall, Hellman, Coler

2. Chief Report – Verbal update by Fire Chief Mahoney
Nicole Marcucci, the new Wildfire Preparedness Coordinator, was introduced to the Board. Background investigations are currently in progress for 3 new Fire Fighter Paramedics. Ember Stomp was a huge success and expected attendance was higher than last year. Approximately 1,000 residents participated. Three employees are currently assigned out of county assignments on rope rescue and strike teams. On August 21 there was a large structure fire in San Rafael in the canal area. The department had several roles including response, victim recovery and investigation.
3. Open time for public expression. The public is welcome to address the Board at this time on matters, not on the agenda. However, please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to take action on any matter not on the agenda unless it determines that an emergency exists or that the need to take action arose following the posting of the agenda.

No public comment.

4. Consent Agenda: Items on the consent agenda may be removed and discussed separately. Discussion may take place at the end of the agenda. Otherwise, all items may be approved with one action.
 - a) Receive call report for August
Item 4a – [Call Report](#)
 - b) Acknowledge check register issued during August
Item 4b – [Check Register](#)



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- c) Receive current budget report
Item 4c – [Budget Report](#)
- d) Approve Minutes of the August 13, 2025, Board meeting
Item 4d – [Minutes August 13, 2025](#)
- e) Fire Chief Contract Approval
Item 4e – Staff Report - [Fire Chief Employment Contract](#)
Item 4e – Attachment #1 - [Fire Chief Employment Agreement](#)

No public comment.

Director Coler asked to pull Item 4e and requested Heather Abrams give the staff report on it. Discussion was had regarding process when an item is pulled from consent. President Burdo agreed to allow Heather Abrams to give a verbal staff report on Item 4e. Heather Abrams confirmed the FY25-26 compensation of the Fire Chief would be \$285,497 annually. She said she is reading it outloud for the record as required.

M/S: McMillan/Finn: Ayes: Directors Kircher, McMillan, Burdo (via Zoom), Walker, Finn, Shortall, Hellman, Coler

- 5. RVFD Board of Directors Meeting Time
 - Item 5 – [Staff Report to consider changing time of RVFD Board Meetings](#)
 - Item 5 – Attachment #1 - [Resolution 24-01 Establishing time and place for RVFD Board of Directors Meetings](#)
 - Item 5 – Attachment #2 - [Resolution 25-15 Establishing a new time for holding regular meetings of the RVFD Board of Directors Meetings](#)

Director Chantel pointed out the Resolution 25-xx needs to be revised to show the time as 6:00 pm should this Resolution pass.

No public comment.

**M/S: Coler made motion provided edit is made to Resolution per Director Walker/Walker:
Ayes: Directors Kircher, McMillan, Burdo (via Zoom), Walker, Finn, Shortall, Hellman, Coler**

- 6. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.

Director Coler would like to have a discussion to explore what a district model and/or what consolidation may look like and suggested asking Jason Fried at LAFCO to talk with the



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Board at the October meeting. Discussion was had among the Directors regarding the importance of communicating with Town Managers, including Sleepy Hollow, and Dave Donery, Executive Officer, prior to the Board presentation. Emphasis was made that this is information gathering at this stage. At least three members support the proposal, including Directors Coler, Hellman and McMillan. Therefore, Chief Mahoney will reach out to Jason Fried to see if he's available in October. Heather Abrams to coordinate communication with the Town Managers and Sleepy Hollow.

7. Adjourn

The next meeting is scheduled for Wednesday, October 08, 2025, in person at the San Anselmo Town Council Chambers, at 525 San Anselmo Ave. San Anselmo, CA 94960, and via zoom.

Lauren Houde

s/Lauren Houde, Administrative Assistant

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