



INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT ✧ WATER SYSTEM

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**Board of Directors
Minutes, Regular Meeting
Tuesday, September 17, 2024, 4:00 p.m.
Inverness Firehouse, 50 Inverness Way, Inverness CA**

1. Call to Order; Attendance Report

President Donohue called the meeting to order at 4:00 p.m.

Directors Present: Kathryn Donohue, Kenneth J. Emanuels, Brent Johnson, Dakota Whitney. David Press

Directors Absent: None

Staff Present: Shelley Redding, General Manager; David Briggs, Assistant Fire Chief; Ken Fox, Senior Water Operator

2. Public Expression: No one responded to the invitation to address the Board.

3. Approval of Minutes: Regular Meeting of August 20, 2024.

M/S Press/Whitney to approve the minutes of the Regular Meeting of August 20, 2024, as presented. AYES 5, NOES 0.

4. Management Report

- Grants and Projects Update: GM Redding reported that it is unlikely the FEMA application for the Assistance to Firefighters Grant (AFG) will be approved this year. GM Redding reported that the Grants and Program Manager will continue researching grants and funding opportunities to cover some of the items requested on the FEMA grant application.
- Board Election Update: GM Redding presented a staff report and provided the report from County Elections Office showing the summary of contests that will not be on the ballot, noting that three (3) seats on the IPUD Board are open for election and only three candidates filed for those seats (the three incumbents). Thus, the three who filed will be appointed in lieu of election and will take office and serve as if elected at the November election.
- LAFCo Boundary Adjustment Update: GM Redding presented a map showing the IPUD jurisdiction area that is within the boundary of the North Marin Water District (NMWD). The proposal is to redraw the NMWD border to remove IPUD from NMWD's jurisdiction. IPUD will be hosting a public informational meeting at the firehouse on October 8th at 6:00 pm.
- Marin County Office of Emergency Services: GM Redding presented a staff report that summarized a meeting with the Executive Director of the Marin County Office of Emergency Management (OEM). Items of discussion consisted of an update concerning the IPUD application to be added to the extension application for the County-Wide Hazard Mitigation Plan and the OEM plan to establish MOUs with special districts to streamline emergency response resources available for use as needed, along with assistance for disaster relief and recovery.

5. Water System Reports: August 2024

- **Activity Report:** Senior Water Operator Ken Fox presented the Water System report, noting that water use and stream flows are down, which he said is typical for this time of year. He also noted several leak repairs and replacements of blue poly customer service lines in the system.

BOARD OF DIRECTORS: **KATHRYN DONOHUE**, PRESIDENT • **KENNETH J. EMANUELS**, VICE PRESIDENT
DAVID PRESS, TREASURER • **BRENT JOHNSON** • **DAKOTA WHITNEY**



SHELLEY REDDING, GENERAL MANAGER • **JAMES K. FOX**, CHIEF OF OPERATIONS

- **Colby/Seahaven Tanks Replacement Project Update:** GM Redding reported that staff is awaiting the final drafts of the plans for both tank sites, which should be available by the end of September. It was noted that staff will most likely be requesting an extension for the project completion date of June 30, 2025, from the Department of Water Resources project manager due to delays surrounding the environmental reports and completion of the site drawings.

5. Fire Department Reports: August 2024

- **Activity Report:** Assistant Chief Briggs presented the monthly report of the Fire Department's activities. He noted that the Department received a Lucas Device from Marin County Fire to provide cardiac assistance for patients being transported.
- **Marin Wildfire Prevention Authority (MWPA) Report:** The monthly activity report was presented to the Board. There followed a discussion about outreach letters that were mailed to owners of properties in Inverness that were identified as "at risk" by the Marin County Fire personnel contracted to conduct the MWPA Defensible Space Inspections. Chief Briggs also reported that the MWPA Public Works Plan (PWP) submitted to the Coastal Commission is in a "holding pattern" because of a lawsuit that has been filed challenging the Tomales Bay State Park PWP. He noted that the Coastal Commission tends to favor projects focusing on forest health, not fire prevention.
- **Marin Emergency Radio Authority (MERA) Update:** An update will be provided at the October meeting.

6. Approval of Expenditures and Credit Card Charges: August 2024

General Manager Redding presented the August 2024 expenditures and credit card ledgers for approval.

M/S Emanuels/Press to approve the August 2024 expenditures and credit card purchases as presented.

AYES 5, NOES 0.

7. Resolution 288-2024: CalPERS Health Benefit Changes: GM Redding presented a staff report along with a Finance Committee report and recommendation to changes the cost share amounts for health insurance premiums for employees/retirees and their dependents to an 85% employer contribution and a 15% employee/ retiree contribution with a maximum premium amount for the employer cost share capped at the Kaiser Permanente premium amount for a) Basic health coverage, b) Supplemental Medicare health coverage, and c) Combined Basic and Medicare Supplemental health coverage plans, effective January 1, 2025.

M/S Whitney/Johnson to accept the Finance Committee recommendation and adopt Resolution 288-2024 as presented changing the CalPERS Health Benefit Contract to a cost share amount of 85% employer contribution and 15% employee contribution, with a maximum premium amount for the employer contribution capped at the Kaiser Permanente premium for a) Basic health insurance coverage, b) Supplemental Medicare health insurance coverage, and c) Combined Basic and Medicare Supplemental health insurance coverage plans for employees/ retirees and their dependents, effective January 1, 2025.

AYES 5, NOES 0.

8. SDRMA Ancillary Benefits Offerings: GM Redding presented a staff report along with a Finance Committee recommendation to engage with the Special District Risk Management Authority (SDRMA) to enter into an MOU to provide the additional benefits of dental and vision insurance for active employees and their dependents and for the District to also provide an Employee Assistance Program (EAP) for employees. The cost share amounts for the dental and vision coverage would be the same as the health benefit shares of 85% for the employer and 15% for the employees. It was also recommended that the EAP be paid 100% by the employer.

M/S Emanuels/Johnson to authorize staff to pursue an MOU with the Special District Risk Management Authority to provide the benefits of both dental and vision insurance for employees and their dependents at

the recommended premium cost share amounts of 85% employer contribution and 15% employee contribution along with a 100% employer contribution for the Employee Assistance Program (EAP) for employees. AYES 5. NOES 0

9. Approve Amended and Restated Revisions to the JPA of the Marin Wildfire Prevention Authority

GM Redding presented the Staff Report provided by the MWPA Executive Director outlining changes made to the JPA for the Marin Wildfire Prevention Authority. Director Donohue described the changes and the discussion at the MWPA Board meeting that approved these changes for adoption by the JPA members.

M/S Whitney/Emanuel to approve the amended and restated revisions to the JPA of the Marin Wildfire Prevention Authority as presented. AYES 5, NOES 0.

10. Committee Meetings/Reports

Personnel Committee: GM Redding noted that she continues to pursue potential candidates for Water System Supervisor and plans to engage with one applicant to determine his suitability by engaging with him as a consultant.

11. Adjournment

The meeting was adjourned at 4:55 p.m. The next regular meeting of the Board is scheduled for October 15, 2024.

Attest: /s/

Date: 09/17/2024

Shelley Redding, Clerk of the
Board