

THE MARIN WILDFIRE PREVENTION AUTHORITY
FINANCE COMMITTEE MEETING
MID-YEAR REVIEW
2:00 p.m. Tuesday, November 17, 2020
Via teleconference due to Coronavirus (COVID-19)
MINUTES

1. Call to Order. Director Hilliard called the meeting to order at 2:00 p.m.

2. Roll Call.

Directors – In Attendance: Bruce Goines (Novato Fire), David Kimball (Bolin Fire District), Cathryn Hilliard (Southern Marin Fire), Tom Finn (Sleepy Hollow), Gary Phillips (San Rafael), Jason Weber (County of Marin), Dan Schwarz (Larkspur)

Staff in Attendance: Executive Officer Mark Brown, MWPA Treasurer Alyssa Schiffmann

3. Agenda Adjustments.

There were no adjustments.

4. Open Time for Public Expression.

There were no comments.

5. Review of Mid-Year Budget Status

Treasurer Schiffmann presented a staff report.

Director Phillips arrived at the meeting.

The Finance Committee had questions and made comments about the following: 1) Legal expenses, 2) The Balance Sheet; 3) The Local Specific Prevention line item; 4) Budget Report heading should describe time period that column represents; 5) Disbursement of Defensible Space funds; 6) General assumptions used for budget numbers; 7) Staff reliance of Board policies related to Core Projects; 8) The amount of rigor that should be applied to creating budget numbers; 9) Cost for the RFP and RFQ for the Evacuation Study; 10) Creation of subcommittee to identify information that RRM should provide in terms of CEQA compliance.

Director Hilliard opened the meeting to public comments.

There were no comments.

Director Hilliard closed the meeting to public comments.

Executive Officer Brown stated he would bring a more accurate estimate of the cost for environmental compliance legal support.

6. Informational Items

Executive Officer Brown discussed the recent meeting with the Executive Committee regarding Policy Development.

Committee member Kimball had a question about Brown Act guidelines related to soliciting input and giving feedback to other member agencies.

Director Hilliard opened the meeting to public comments.

There were no comments.

Director Hilliard closed the meeting to public comments.

7. Committee Members Requests Future Agenda Items

President Goines asked that the Board discuss the Board Retreat scheduled for January 21, 2021. He asked about the cost savings for the transition to action minutes.

Director Phillips asked about the schedule and amounts for the Local Specific Prevention Projects.

Executive Officer Brown stated the next Finance Committee meeting is scheduled for December 15th and the Board meeting is scheduled for December 17th. He recommended the Finance Committee meet on December 8th.

8. Adjourn- Director Hilliard adjourned the meeting at 2:40 p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary