



**ROSS VALLEY FIRE DEPARTMENT
BOARD OF DIRECTORS AGENDA
Wednesday, March 11, 2026**

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

1. **Call to order – 6:00 pm.**

In attendance: Directors McMillan, Kircher, Coler, Hellman (arrival 6:05 pm), Burdo, Burke, Shortall, Finn

2. Chief Report – Verbal update by Fire Chief Mahoney
Two Firefighter applicants were offered conditional job offers. Expected start date is May and July. Phase 2 of Firestation 20 has begun with hardscaping in front of the station and installation of an accessibility ramp. The project is expected to be completed in May. Firestation 21 remodel is due to go out to bid next week. The last few months have been quiet in regards to major incidents. There was a structure fire in Fairfax that was extinguished quickly with no injuries.
3. Announce Adjournment to Closed Session:

Public Comment: None

Convene in Closed Session: (Mollenkopf)

- a) **Conference with legal counsel – existing litigation
(Government Code § 54956.9(d)(1))**

Ross Valley Fire Service v. Richard H. Mollenkopf, et. al., Marin County Superior Court case number CIV166651

4. Announce Action in Closed Session, if any.

No reportable action.

5. 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

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777 San Anselmo Avenue, San Anselmo, CA 94960

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.

Public Comment: None

6. 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 and out of jurisdiction report for January and February
Item 6a - [Call Reports](#)
 - b) Acknowledge check register issued during January and February
Item 6b - [Check Registers](#)
 - c) Receive current budget report for January and February
Item 6c - [Budget Reports](#)
 - d) Approve Minutes of the January 14 Board meeting
Item 6d - [January 14, 2026 Minutes](#)

M/S Burdo/Coler: Ayes: Directors McMillan, Kircher, Coler, Hellman, Burdo, Burke, Shortall, Finn

Public Comment: None

7. Approve Resolution 26-02 Acknowledging Receipt of Report Regarding Compliance of Inspections for Certain State Fire Marshal Regulated Occupancies Pursuant to Sections 13146.2 and 13146.3 of the Health and Safety Code - Senior Fire Inspector Bastianon
 - Item 7 - [Staff Report - Annual Inspections Compliance](#)
 - Item 7 - [Attachment #1 - Resolution 26-02](#)

Senior Fire Inspector Bastianon gave a report on inspections. No questions from the Board.

Public Comment: None

M/S Coler/Finn: Ayes: McMillan, Kircher, Coler, Hellman, Burdo, Burke, Shortall, Finn

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8. Receive revised Board of Directors Handbook and approve dissolution of Onboarding Ad Hoc Committee

Item 8 - [Staff Report - Revised Board Handbook & Dissolution of Ad Hoc Committee](#)

Item 8 - [Attachment #1 - Revised Board of Directors Handbook](#)

Chief Mahoney gave a brief summary and acknowledged some edits were received from Board Members. These edits will be made in the final electronic document which will be available on the website. We will continue to update the handbook as it is a living document.

M/S Coler/Hellman: Ayes: McMillan, Kircher, Coler, Hellman, Burdo, Burke, Shortall, Finn

9. Board requests for future agenda items, questions, and comments to staff, staff miscellaneous items.
10. Adjourn

The next meeting is scheduled for Wednesday, April 8, 2026, 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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