

**CITY OF SAN RAFAEL  
FIRE COMMISSION REGULAR MEETING MINUTES**

Wednesday, January 8, 2025, at 4:00 p.m.  
In person meeting at 1375 Fifth Ave, San Rafael, CA 94901  
The meeting was called to order at 4:00 PM by Chair Fonkalsrud

Present:

**Chair David Fonkalsrud**  
**Commissioner Brian Waterbury**  
**Commissioner Ken Johnson**  
**Commissioner Stan Burford**  
**Commissioner John Chung**  
**Commissioner Donna McCusker**  
**Chief Sinnott**  
**Chief Bernard**  
**Chief Roman**  
**Thomas Wong**

1. Open Time for Public Expression  
No public Comment.
2. Approval of Minutes – November 13, 2024  
Chair Fonkalsrud asks if there are any corrections or objections, hearing none, Commissioner Burford seconds and the minutes are adopted unanimously.
3. 2025 Fire Commission Meeting Locations  
Each month, alternate the meeting location between the PSC and various stations. This will give the commissioners the opportunity to tour the stations, meet the crews and gain a better understanding of each station's needs, while also providing a central location at the PSC for guest speakers.
4. 2025 Fire Commission Goals and Guest Speakers  
Continue the discussion on BLS Unit, focusing on the growing demands of medical calls and the need to address frequent users. Consider bringing in outside speakers to provide further education and insight for the fire service.
5. Fire Foundation – Verbal Update from Commissioner Donna McCusker  
The next meeting for the Firefighters' Association is in February. Chief Alviso and Firefighters are considering organizing a crab feed within the next 30 days; the firefighters will take the lead, with financial support from the Fire Foundation. Efforts are ongoing to strengthen the board by adding more members and volunteers to help build up the foundation.

6. 150th Anniversary Sub Committee – Verbal Update from Commissioner Chung  
Good turnout of 115+. Pop-up museum was enjoyed. Positive experience with training demonstration.
  
7. Chair and Commission Member Reports  
David Fonkalsrud – Chair: Ethics training for commission. Finance committee meeting in March.  
  
Ken Johnson – Vice Chair: Disasters and Insurance issues, fire wise implementation in San Rafael.  
  
Stan Burford – Nothing to report – public awareness following LA fire: don't leave car in the middle of the road, leave keys in car if need to abandon vehicle, and don't turn on sprinklers as this drains the system for firefighting efforts.  
  
John Chung – Nothing to report.  
  
Donna McCusker – Nothing to report.  
  
Brian Waterbury – Nothing to report.

8. Fire Chief Report

Chief Roman – In-process on implementing response time standards.

Chief Sinnott provided the Fire Chief's report regarding the last month's activity in the City. Positive response from the community during open houses. Regarding the tsunami warning – EOC soft activation: resources were repositioned to ensure city assets were out of the threat zone, and public updates were prepared. CERT update from Nate Davidson. The Staffing and Deployment Study is currently being reviewed by the Command Staff, with the final draft scheduled to be presented to the City Council Finance Committee on 3/10 at 1 p.m. This will include plans for resource allocation and fire/EMS staffing with upcoming high-density development.

Meeting adjourned at 5:22 PM.