



May 11, 2016

Ms. Victoria Harrison, Foreperson Pro tem
Marin County Grand Jury
3501 Civic Center Drive, Room # 275
San Rafael, CA 94903

Re: Grand Jury Report, 2015-16 Web Transparency Report Card Bringing Marin County's Local Governments to Light

Dear Ms. Harrison,

The Kentfield Fire Protection District is in receipt of your correspondence to Mr. Gerbsman, Kentfield Fire Protection District Board Chairman, dated March 10, 2016, regarding the District's response in analyzing and implementing items discussed in the Grand Jury Report referenced above, specifically, Findings numbered F1 and Recommendations numbered R1.


The Kentfield Fire Protection District has placed this issue on the May 11th 2016 Kentfield Fire Protection District Board meeting agenda for discussion and possible action. We agree with the findings numbered F1 being one of the Marin agencies not satisfying the Grand Jury's web transparency criteria as of that date. The recommendation numbered R1 recommending the agency improve its web transparency score to "B-"(or better), by updating its website and submitting the appropriate self-audit has been completed.

The Kentfield Fire Protection District has implemented the following actions and updates to its website. We have also created a Transparency link under the administration tab.

- **Budget** – Added a financial reserves policy for CalPERS.
- **Elected Officials** – Updated contact information, terms of office. Added election procedures and deadlines.
- **Administrative Officials** – Added key staff names and contact information.
- **Public Records** – Added an online/downloadable Public Records Act request form and instructions.
- **District Specific** – Added copies of Board member's ethics training certificates.

The Kentfield Fire Protection District website <http://kentfieldfire.org> has been updated and the self-audit form has been implemented and completed. We are confident we have met the Grand Jury's request contained in this report.

Best regards,



Steven Gerbsman, Chairman
Board of Directors
Kentfield Fire Protection District

RESPONSE TO GRAND JURY REPORT

Report Title: 2015/16 Web Transparency ReportCard
Report Date: 3/10/16
Agenda Date: 5/11/16
Response by: Steven Gerbsman Title: KFPD Board Chairman

FINDINGS

- I (we) agree with the findings numbered: F1
- I (we) disagree *partially* with the findings numbered: _____
- I (we) disagree *wholly* with the findings numbered: _____

(Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered R1 have been implemented.
(Attach a summary describing the implemented actions.)
- Recommendations numbered _____ have not yet been implemented, but will be implemented in the future.
(Attach a timeframe for the implementation.)
- Recommendations numbered _____ require further analysis.
(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.)
- Recommendations numbered _____ will not be implemented because they are not warranted or are not reasonable.
(Attach an explanation.)

Date: 5/11/16 Signed: 

Number of pages attached 3