



## Southern Marin Fire Protection District

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June 1, 2020

Ms. Lucy Dilworth, Foreperson,  
Marin County Civil Grand Jury  
3501 Civic Center Drive, Room #275  
San Rafael, CA 94903

Foreperson Dilworth,

At its May 27, 2020 monthly Board Meeting, the Board of Director of the Southern Marin Fire Protection District approved:

1. The response to the Grand Jury Report titled, "Follow-Up Report on Web Transparency of Agency Compensation Practices."
2. A copy of the recently approved SMFD Policy #1215 – Web Transparency – Compensation.
3. A copy of the recently approved SMFD Policy #1216 – Compensation of Elected or Appointed Officials.
4. A copy of the SMFD Staff Report titled, "Annual Board Compensation," approved by the Board of Directors at their May 27, 2020 monthly Board meeting.

The Southern Marin Fire Protection District has already made modifications to our website per the direction of the Marin County Civil Grand Jury report titled, "Follow-Up Report on Web Transparency of Agency Compensation Practices."

Additionally, using the Marin Municipal Water District's example in the Civil Grand Jury Report, the Southern Marin Fire Protection District adopted by policy requiring the annual posting of Board compensation, as well as the actual data in the format recommended by the Marin County Civil Grand Jury. Both of these documents are posted to our website under Administration / Transparency and Administration/Board of Directors, so that they are easily and quickly found per the Marin County Civil Grand Jury's direction.

Please feel free to contact me if there are additional questions, or if any concerns remain.

Respectfully,

Christian Tubbs, Fire Chief

**Southern Marin Fire Protection District  
Response to Marin County Civil Grand Jury Report**

**“Follow-Up Report on Web Transparency of Agency Compensation Practices”  
April 2020**

In this Grand Jury Report, the Southern Marin Fire Protection District has been directed to respond to Recommendations F2, F5, R2 & R4. Those responses are detailed below.

**FINDINGS**

**F2. Any link to compensation data on an agency’s website that takes more than five minutes or three clicks from the home page to locate, does not reasonably satisfy the intent of the Government Code that the information be easily located and “conspicuous” on the agency’s website.**

**Response:** The Southern Marin Fire Protection District agrees with **Finding 2**. The *publicpay.ca.gov* link for employee compensation was not but is now available on the Southern Marin Fire Protection District’s website in three clicks or less, and less than five minutes (Admin/Financials & Budget/ *publicpay.ca.gov*. Additionally, the compensation for Board Members is available in three clicks or less, and less than five minutes (Admin/Board of Directors).

**F5. Regarding detailed disclosure of total compensation paid, most public agencies do not break out all components of compensation paid to their elected officials, including salary, meeting fees or stipends (including compensation for serving as liaisons to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits such as equipment.**

**Response:** The Southern Marin Fire Protection District Agrees with Finding F5. The Southern Marin Fire Protection District has posted the monthly stipend allotted each Board Members on the District website, (Admin/Board of Directors). In reviewing the MMWD website as cited in the Grand Jury Report with specific reference to elected compensation reports, the Southern Marin Fire Protection District will generate a similar report and post it to the District’s website annually. We have incorporated this into our business practice through the adoption of policy.

**RECOMMENDATIONS**

**R2. No later than 90 days after the date of this report, agencies should modify the location of their existing *publicpay.ca.gov* links to satisfy the requirement of Government Code §53908 that their link is “conspicuous.” Conspicuous locations for agencies are suggested in Table 2.**

**Response:** The Southern Marin Fire Protection District Agrees with the Recommendation and has ensured that the required reporting has occurred. The Southern Marin Fire Protection District was not previously aware of this requirement. The Southern Marin Fire Protection