

Minutes from the March 26, 2020, Bolinas Fire Protection District Board Meeting, Via Zoom.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:00 P.M. Vice Pres. Kimball, Dir. Torrey and Dir. Martinelli were present. Also present: Chief Krakauer, Asst. Chief Marcotte, and Administrative Asst. Cadance Lynam.

MSC Kimball/Torrey (unan.) to Approve the Agenda.

CHIEF'S REPORT

MERA

The March MERA meeting was cancelled.

Chief Krakauer attended the Chief's meeting via phone. Topics such as the Pulse Point App, Tablet Command, Marin Wildfire Prevention Authority and the current COVID-19 status were discussed.

Prevention

No Update.

Roads

There was a soft road closure at Palomarin where the road turns to dirt. By Saturday the 28th there will be a solid gate across both lanes just past the Commonwealth turn off. Parking enforcement plans to be out on the weekends.

Inspections

Chief Krakauer completed three additional Fire Safety Inspections. The Rod and Boat Club and Eleven are scheduled next, however, they cannot be completed at this time.

Planning

No Update.

Grants

No Update.

Training

Drills have been cancelled until further notice. The EMT and water training class are postponed and potentially cancelled as well.

Volunteers

There are two new volunteers.

Apparatus

U219 is due for its annual service.

U283 passed its pump test on February 29th.

E285 is the last engine needing testing in preparation for the ISO 5 year review, which is now postponed until September.

A large panel in 219's bay door partially fell out and bent rollers and brackets. Firefighter's Aaron, Joe, Jamie and Varian were able to fix it after about two hours. Chief Krakauer said he would like to put a lesser-used apparatus in Bay 1 to give the door a rest.

Burton Fire Trucks, out of Modesto, brought a new Rosenbauer Type 1 engine for a demo on the 12th. Chief Krakauer, Asst. Chief Marcotte and a few Volunteers took it for a drive. It was very nice and the cost was less than expected at \$400,000 plus tax as it came.

Chief Krakauer and Asst. Chief Marcotte mentioned the formation of a replacement engine committee and agreed it was better to start sooner than later in case an engine needs to be replaced. Currently E283 and E265 are both pushing over twenty years old but are in good shape and operational. It does take a year to build out an engine. Chief Brown and the Board set up a twenty-year replacement plan for the engines so there is money allocated for engine replacement.

Disaster Council

No Update.

Resource Recovery

No Update.

Buildings and Grounds

Evan Kahn started painting the generator shed this week.

The firefighters have been working on the garden. All the coyote brush has been removed out front as have the coffee berries under the power pole. Dana Smith has purchased some fire resistive plants. Chief Krakauer asked Hector if he would consider volunteering a rock component around the flagpole that would look good and help hard-scape the building. Chief Krakauer said he would like the garden to reflect what Firesafe Marin is advocating. Chief Krakauer has also been in contact with Kenny Gardener about trimming the willows near the fence to open the view to the ridge.

General Operations/Administration

Ed Chiera has resigned as of March 4. The District has sixty days to fill the vacancy. We hope to appoint Simon Dunne next month if we can hold a meeting in person. If we cannot have a public meeting Chief Krakauer will have to ask legal counsel's advice if we can appoint via Zoom. If the vacancy exceeds 60 days it goes to the Board of Supervisors, and we can let them know our recommendation. We have not received any other interest in the position.

COVID – 19 Update

Chief Krakauer reported that there has been an Emergency Management conference call almost every day, lead by Woody Baker –Cohn, the

Emergency Services Coordinator at Marin County Sheriff's Office of Emergency Services. Woody gives updates on numbers as well as checks in with each agency on any needs they may have.

Newest information is saying the virus looks to follow a twelve-week cycle, we are in week two, and weeks four to six are the peak. At this point we haven't had any COVID-19 related calls but we are anticipating seeing more in the next week or so.

Operationally we have stocked the rigs with extra personal protective equipment. Our PPE inventory, specifically face shields, suits, N95 masks and gloves look to be good but if we start using it up quickly we will have to replenish through County Fire's warehouse in Woodacre.

There are now new procedures when responding to any "sick person" call that we have reviewed at our last training on the 17th. We will limit entry to the minimum and wear full PPE precautions. Gear must be removed correctly to eliminate the chance of cross contamination and all reusable equipment must be properly decontaminated.

Per Vice Pres. Kimball and Pres. Molesworth's request, Chief Krakauer has reached out to Marin County Health and Human Resources to request testing on the essential workforce that may have been exposed to the virus. At this time testing is limited and is only for symptomatic persons that meet a certain criteria. Serial testing of asymptomatic persons is not being advised by Marin Health and Human Services.

Cyrus Harmon, a Bolinas resident and owner of a Bio-Tech company is also working on securing testing separate from the County's efforts and has asked for participation from the Volunteers. Chief Krakauer has introduced him to Lisa Santora, the Deputy Public Health Officer at Marin Health and Human Services in hope that they may work together and share resources. Based on the coordinated plan, Chief Krakauer would ask for help from the Volunteers to assist where needed to carry out testing for Bolinas residents, especially the essential workforce.

Marin County Fire Dept. and Ross Valley Fire Dept. have set up a Department Operations Center in Woodacre. Christie Neill is our point of contact. We've been asked by them to identify possible off-site quarantine rooms for Bolinas firefighters should they potentially be exposed. They recommend two rooms for twenty percent of total firefighters. We have identified four rooms so far, two at Smiley's and two at Commonweal. The Novato DOC has acquired Novato Oaks and Marconi conference center in Marshall for firefighter quarantine as well.

Audit Status –

Michael O'Connor, our new CPA has been working with Kaaren Gaan, our previous bookkeeper and Lisa Doran our Auditor to complete the open items list and we received the draft audit today. It has been a smooth transition and the District is very happy with Michael's performance, responsiveness and temperament.

Vice Pres. Kimball had a conversation with Ian Johnson our IT consultant and he is looking at an alternate to fill in if he's out of the area or unavailable during a time of need. Ian is working to identify that person and a contract can be written up after. Ian will continue in his current role as the District's Volunteer IT consultant. Wifi upgrades have been installed and capacity and speed have been dramatically increased. Ian is currently installing a new color printer and new phones.

The District's five-year Insurance Services Office (ISO) review has been rescheduled for September. Chief Krakauer has started working on the packet. The ISO conducts a review to rate fire departments based on such categories as water supply, equipment and staffing. In return, this sets fire insurance rates for homeowners' that live in the District. Scale is set from 1 – 10, 1 being the best. Currently we are at a 3/3x class.

The Brighton Sea Wall hearing has been postponed till June in Rohnert Park. Chief Krakauer may want to attend per Jennifer Blackman's request. Chief Krakauer met with Rodoni, Jennifer Blackman and home and business owners to inspect the damage on Wharf Rd. Two sinkholes continue to resurface.

Surfers' Overlook Repair/Terrace Avenue

No Update.

Personnel

No Update.

GENERAL BUSINESS

Discussion – District Wildfire Preparedness and Response

a. Select Board Member to Fill Marin Wildfire Prevention Authority Seat

Chief Krakauer began by saying he would fill the Operations role and would need one Board member to fill the other seat. Vice Pres. Kimball volunteered to take the position with Pres. Molesworth as his alternate if need be.

Chief Krakauer updated the Board on the UC Berkley Meeting that was scheduled for April 9th. The shelter in place order has been publically pushed out until further notice, which means the meeting will have to be postponed.

CONSENT CALENDAR

MSC / Torrey/Martinelli (unan.) to approve the Consent Calendar with a few adjustments to the minutes.

PUBLIC EXPRESSION

None.

BOARD MEMBER REPORT

None.

COMMITTEE REPORTS

Updates from Finance and Budget, Personnel, Building and Grounds and Operational Working Group.

Finance Committee – No Update.

Personnel Committee – The Personnel Committee met on March 11th with Dir. Torrey to best address the issue of applicant background checks and medical exams and/or releases for volunteers. Chief Krakauer and Administrative Asst. Cadance Lynam will work on bolstering the language on the application, after getting insight from legal counsel. Items discussed included the status of three volunteers, two of which are inactive and needed to return their pagers, the other a resident firefighter that is still awaiting medical clearance to return after a off-duty personal injury. Chief Krakauer reported that he has still not received our background packet from the DOJ. When we receive it we will have an agenda item to approve a background check policy for all firefighters.

There is now a vacancy on the Personnel Committee, which Dir. Martinelli agreed to fill until we can reassign committees.

Buildings and Grounds – No Update.

Operations Working Group –No Update.

PERSONNEL MATTERS

The Board went into a closed session. No action was taken.

ANNOUNCEMENT RE: CLOSED SESSION

None.

GOOD OF THE ORDER

Pres. Molesworth thanked everyone for their patience with the conference call.

ADJOURNMENT

MSC –Kimball/Martinelli (unan.) to adjourn at 8:15 PM.

Respectfully submitted,

Cadance Lynam
Administrative Assistant

Note: Minutes of all Board meetings are available for review at the Bolinas Library and on the District's website www.bolinasfire.org.

