

Minutes from the September 24<sup>th</sup>, 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, Dir. Martinelli and Dir. Dunne were present. Also present: Chief Krakauer, and Asst. Chief Marcotte and Administrative Asst. Cadance Lynam.

MSC Torrey/Dunne (unan.) to approve the Agenda with the amendment to move item 4a to the beginning of the meeting.

**CHIEF'S REPORT**

Chief Krakauer was unable to attend the Chief's meeting due to scheduling conflicts.

**MERA**

Chief Krakauer was unable to attend the MERA meeting due to scheduling conflicts.

The MERA next Gen project is still in the Customer Design Review phase. Following approval of the radio system design, the next step is site construction starting with bid packages for all MERA sites. Some are new entirely and most will require upgrades.

**Prevention**

The 4291 Inspections continue to be completed per request. Marin County Fire staff came out to Bolinas the first week of September and helped with inspections for homes that weren't done last year.

**Roads**

The National Park's road closure at Commonweal is now open.

**Inspections**

Chief Krakauer is in the scheduling phase of follow up business inspections on the Bolinas Market and the Coast Café.

**Planning**

No Update.

**Grants**

No Update.

**Training**

Trainings have been focused on wildland firefighting, hose lays and private water sources as well as CPR.

All three volunteer firefighters who were sponsored for the EMT classes in Stinson passed their National test and are accredited through County EMS.

### **Volunteers**

There is one new volunteer firefighter and one new resident firefighter. There is an additional candidate for the Resident firefighter position. Chief Krakauer has removed the announcement for resident firefighter on the website as there are currently three residents with a potential fourth. The background check policy is being implemented and working well.

### **Apparatus**

Firefighter Joe Walker and Ian have repaired a wiring issue on U219. The charging system for the Thermal Imaging Camera and portable flashlight were not charging.

### **Disaster Council**

Asst. Chief Marcotte reported that they held a training on September 21<sup>st</sup>. The training took place on the Big Mesa and involved map reading and team building. Most of the training was done using radios to ensure social distancing rules were followed. Asst. Chief Marcotte commended the group and said the training went very well even though many of the members didn't have much experience.

### **Resource Recovery**

Asst. Chief Marcotte reported that the Resource Recovery is still trying to figure out how to transport extra mulch from the Resource Recovery to farms around town. They are looking for creative solutions.

Vice Pres. Kimball commented that it may be possible to get a grant. He suggested talking to Dennis Rodoni.

### **Buildings and Grounds**

Stroupe Petroleum is set to do annual testing on the fuel tank the second week of October.

There's been discussion about purchasing security cameras and additional exterior lighting around the entrances of the department.

Firefighter Joe Walker is repairing some bad ballast on the light fixtures in the meeting room as well as the touch pad locking mechanism on the side door.

### **General Operations/Administration**

The Woodward Fire has burned 5,000 acres so far and is 97% contained. There are 12 personnel on scene as well as two park service engines. The fire will continue to burn, likely for several weeks until it rains, however resources are continuing to monitor the situation.

The Bolinas Volunteer Firefighters Association is having its annual Fire Safety Day on October 18<sup>th</sup>. Everything will be modified due to COVID-19 but there will still be helicopter demos as well as Fire King to service, dispose

and sell fire extinguishers. Chief Krakauer and Asst. Chief Marcotte agreed that this is a good time to have an event like this to answer people's questions and help residents get registered for AlertMarin.

Chief Krakauer reported that the bi-annual jaws of life service and ladder testing have been completed and there are no repairs needed.

Chief Krakauer also reported that the District received a donation last week of used equipment from Southern Marin Fire. Included is stabilizer struts, ventilation fans, Jaws of Life, lifting bags and more. Chief Krakauer said he is planning to offer most of the equipment to Inverness and Muir Beach, who could benefit more from it than us. Pres. Molesworth recommended we check in with the District's bookkeeper Michael O'Connor to make sure none of the items need to be capitalized.

Chief Krakauer thanked a few of the Board members for stepping up and putting so much time and energy into the hiring process for the Administrative Manager position. A candidate will be selected soon.

Ian has set up team viewer to allow the bookkeeper remote access to Administrative Asst. Cadance Lynam's computer. Ian is now working on replacing batteries for some of the computers in the office as well as trying to get an iPad and cell phones for the District.

Administrative Asst. Cadance Lynam reported that she has been working with the bookkeeper Michael O'Connor to get him the necessary documents he needs for the audit. Next week we will be in touch with the auditor Paul Kaymark to see what the next steps are.

#### **Surfers' Overlook Repair/Terrace Avenue**

No Update.

#### **Personnel**

No Update.

#### **GENERAL BUSINESS**

#### **Discussion – Local Agency Formation Commission (LAFCO) Countywide Fire Study (with Jason Fried)**

Jason began by explaining that the Local Agency Formation Commission is beginning a study of fire services in Marin. The goal is to talk with all the departments and chiefs and to write a report that is useful to the agencies involved. Jason explained that the approach will be step by step, collecting a lot of data and seeing how each District is organized, how many buildings they have, and reviewing the similarities and differences.

Dir. Torrey asked if there was a timeline for the study. Jason responded that they are not on a time line necessarily but they are hoping to have the first step completed by the beginning of 2021.

The Board thanked Jason for his time.

### **Discussion – District Wildfire Preparedness and Response**

Vice Pres. Kimball attended the Marin Wildfire Prevention Authority Board meeting on September 17<sup>th</sup>. He reported that the new Executive Officer, Mark Brown, had been selected, and will be attending our October 22<sup>nd</sup> Board meeting to meet all of the Board members. Vice Pres. Kimball also reported that the MWPA Board will have two standing committees, the Finance Committee and the Executive Committee, and he will serve on the Finance Committee.

Chief Krakauer attended the virtual Operations Committee meeting on September 24<sup>th</sup>. Some of the items discussed included appointment of Executive Officer Mark Brown, and a status report of the 2020 operations work plan from the Chair, Chief Weber.

Chief Krakauer updated the Board on the Chipper Day project. There were sixty spots available for the September Chipper Day and all the spots were filled. An additional Chipper Day on October 28<sup>th</sup> has been secured. Chief Krakauer also reported that he made contact with the National Park Service to mow more of the strip along Poplar on their side of the fence.

Chief Krakauer and Asst. Chief Marcotte are working on the mailers to send to residents that will discuss items such as defensible space, evacuation preparation and details guiding them to our website.

Chief Krakauer announced that he volunteered to represent West Marin on the ad hoc committee for the countywide evacuation study.

### **CONSENT CALENDAR**

MSC / Kimball/Martinelli (unan.) to approve the Consent Calendar with an adjustment 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 – Dir. Torrey updated the Board that the search for the Administrative Manager is in process. Six candidates were selected to interview and now the Personnel Committee is working to select one of them.

President Molesworth thanked Vice Pres. Kimball, Dir. Torrey and Chief Krakauer for all the time they are putting into this project.

Buildings and Grounds – No Update.

Operations Working Group –No Update.

**PERSONNEL MATTERS**

None.

**ANNOUNCEMENTS:**

None.

**GOOD OF THE ORDER**

Vice Pres. Kimball expressed that he is thankful that Dir. Martinelli is back home and safe.

Dir. Martinelli thanked the Board for stepping in and helping with the Personnel matters while he was gone.

**ADJOURNMENT**

MSC /Torrey/Kimball (unan.) to adjourn at 8:30 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](http://www.bolinasfire.org).