

Minutes from the February 27th, 2020, Bolinas Fire Protection District Board Meeting

Pres. Molesworth called the regular meeting of the Bolinas Fire Protection District to order at 7:00PM. Vice Pres. Kimball, Dir. Martinelli, and Dir. Chiera were present. Also present: Chief Krakauer, Administrative Asst. Cadance Lynam and Asst. Chief Marcotte.
MSC Chiera/Martinelli (unan.) to approve the agenda.

CHIEF'S REPORT

MERA

Chief Krakauer attended the February 26th MERA meeting in Novato. MERA is still in the Customer Design Review phase. Three of the sites need final approval for coastal permits. The governing board voted to have a third party review of the CDR documents. The board also approved a three month extension to the maintenance contract between MERA and the County. Some issues regarding the contract language are in mediation.

Prevention

No Update.

Roads

No Update.

Inspections

Chief Krakauer and Asst. Chief Marcotte have identified over twenty occupancies to conduct fire safety inspections on. Three have been completed this month and the majority remaining should be completed by June. Starting in June the 4291 Defensible Space Inspections will begin as well.

Planning

No Update.

Grants

No Update.

Training

Training has focused on structural firefighting, hose lines and SCBA's. Nick Ferrari from Stinson Beach Fire did a SCBA mask fit testing this week while Asst. Chief Marcotte was there for new EMS policies. Chief Krakauer is planning to send five firefighters to the open water training in Stinson Beach in late March provided by OES in partnership with

Marin County Fire. This would be the first step in having a water response component. Chief Krakauer will be speaking with our insurance company to ensure we are covered. It is a five day class.

There will be an EMT class in the spring hosted by Stinson Beach and UCLA online. Chief Krakauer expressed that he would like to see about using training monies and sponsoring a couple firefighters if there is interest. This would be a great opportunity and is the second class Stinson Beach has put on.

Volunteers

One new Volunteer was voted in on February 11th. Another resident has turned in an application and two others are interested and have attended their first drill.

Chief Krakauer has sent letters to two volunteers that have not met the drill attendance standards, stating that in order to become active again they must meet with the Chief and make trainings.

Apparatus

Chief Krakauer and Duty Officer Joe Walker did an in house service of U231, replacing the battery and an oil change.

Bruce Barcom completed installation of the cabinet lights in the equipment box on U219.

E265 completed and passed its pump test in Woodacre and we are hoping to complete E285 and E283 by the April 23rd ISO review.

E283 returned from its annual inspection at Donahue Truck in Cotati. All was good and several hundred dollars cheaper than Diego Truck.

Disaster Council

Asst. Chief Marcotte attended a West Marin Disaster Council quarterly meeting on February 27th in Stinson Beach. Topics discussed included COVID-19 (Corona Virus) as well as the upcoming Wildland season.

Resource Recovery

No Update.

Building and Ground

The station's exterior caulking and painting has been completed. Evan Kahn is planning on painting the generator shed some time in March.

The Firefighters have been working on the garden, and Dana Smith has agreed to help with some new plantings using the fire resistive plant list from the Fire Safe Marin website.

Chief Krakauer made the recommendation that we remove the native coyote brush from the front of the station as well as the vegetation under the power pole near the street. A company contracted by PG&E has notified Chief Krakauer that they are required to remove the brush and will complete the work before summer; however Chief Krakauer would like to take care of it now.

General Operations/Administration

The audit is still in progress. Bookkeeper Kaaren Gann continues to work on the list of open items. She has had some road blocks that have delayed the progress on the audit. The Finance Committee and Chief Krakauer are working with Kaaren to get a time frame for completion of her work. After she has completed her items, Lisa Doran can schedule the second field work day.

Kaaren is working on setting up a meeting in the next two weeks with the Finance Committee to discuss CPA services with Michael O'Connor.

Chief Krakauer met with Dir. Torrey, Dir. Martinelli, Asst. Chief Marcotte and Ian Johnson to discuss the District's IT status. Chief Krakauer provided a handout with notes from the meeting that Nan put together. Ian discussed replacing the wifi with something stronger to allow more people to use it during power outages. He mentioned that our printers and phone systems are somewhat lacking, as well as QuickBooks and reporting systems. Asst. Chief Marcotte discussed some of the benefits of having work cell phones and I-Pads that could link with the County database and provide more information while responding to calls. He also requested that if the District has the funds, it would be helpful to have a new screen to use in the community rooms and for trainings. Vice Pres. Kimball asked what the timeline looks like for installing the new Wifi and also mentioned that it would be nice to have an IT person that the District can contact who is available whenever we need them. Chief Krakauer responded that he is not sure on the timeline of the Wifi being installed but it should be soon. Vice Pres. Kimball commented that he would try and contact Ian about having an extra IT person as a backup.

The District's five year Insurance Services Office (ISO) review has been scheduled for April 23rd. Chief Krakauer was given a great deal of papers to fill out prior to the field visit. 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. The scale is set from 1-10, 1 being the best. Currently we are a 3/3x class.

Chief Krakauer informed the Board that the Finances for Special Districts webinar speaker series is only for members of the California Special Districts Association. The notion of joining the CSDA has been brought to a previous Board, in which they decided not to join. Some preliminary investigation that Chief Krakauer and Administrative Asst. Cadance Lynam completed, showed

that it was roughly \$3,000 a year for membership, plus additional costs for classes and conferences. For our small District the costs would not be worth the benefits. Chief Krakauer agreed to forward the Board more of the CSDA information.

On March 11th in Santa Cruz, the 100 Brighton Sea Wall hearing will take place. Chief Krakauer spoke with Jennifer Blackman of the BCPUD, who is a co-applicant of the hearing, and they plan to postpone the hearing till June. It would then be held in Rohnert Park. Jennifer Blackman requested Chief Krakauer attend and speak to the emergency access the wall provides.

Surfers' Overlook Repair/Terrace Avenue

No Update.

Personnel

No Update.

GENERAL BUSINESS

Discussion – Wildfire Preparedness and Response

Chief Krakauer was contacted by Chief Weber regarding the Marin Wildfire Prevention Authority. There is a small group of Fire Chiefs and city managers that are pre-planning so if Measure C passes the ball is rolling. The Bolinas Fire Department will need to elect one Board member to sit on the Board of Directors by April 1st. Chief Krakauer will be the Operations member since we do not have a city manager. The District must also come up with three shovel ready projects to deliver to the Operations Committee. Chief Krakauer recommended vegetation management projects along the roadways would be one of them.

The meeting with Community Resilience for Communication and Evacuation Group will take place on April 9th. Chief Krakauer asked the Board to invite two guests they feel play an important role in the community.

Chief Krakauer updated the Board on the NOAA weather radios that were recently released. The District has purchased two Midland WR120B radios that Asst. Chief Marcotte has programmed. Chief Krakauer said he would like to notify the community of this tool via our website, Nextdoor, the Hearsay and Bolinas Fire mailers with programming steps.

CONSENT CALENDAR

MSC / Chiera/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 February 13th to discuss Backgrounds for all firefighters and the application process for volunteers. A policy was drafted that would require a background check on all Firefighters of the District from the time of the Policy going forward. Chief Krakauer is still waiting to receive our background packet from the DOJ. Until the packet is received the Policy will not be voted on.

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 expressed her appreciation for Vice Pres. Kimball's work the last several years as Board president. Vice Pres. Kimball expressed appreciation for Chief Krakauer taking on the Chief position and fulfilling it so well.

ADJOURNMENT

MSC –Chiera/Martinelli (unan.) to adjourn at 8:45 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.