

Minutes from the May 2, 2016 Bolinas Fire Protection District Board Meeting

Pres. Bass called the regular meeting of the Bolinas Fire Protection District to order at 7:00PM. Vice Pres. Chiera, Dir. Shaw, Dir. Kimball and Dir. Gade were present. Also present: Chief Brown and Secretary Brown.

The original meeting was scheduled for April 25, 2016 but was postponed to May 2, 2016.

MSC Gade/Shaw (unan) to approve the agenda.

CHIEF'S REPORT

Mera

Chief Brown reported that the comments made by the West Marin Chiefs to the Draft Vendor Request for Proposal (RFP) regarding the Volunteer Paging System and its performance were officially added to the final document. The final Vendor RFP was adopted on April 27th at the regular MERA meeting. Due to lack of coverage, Chief Brown was unable to attend the meeting.

Prevention

Chief Brown continues to be contacted by residents who are upset about the downtown parking situation on the weekends. She has asked everyone who has contacted her to document what they observe with photographs. She plans to try and set up a meeting with the Stinson Beach Fire Department, the Marin County Sheriff Department, the California Highway Patrol and Sup. Kinsey's office to discuss solutions for mitigating the illegal parking problem in town. Some solutions may be increasing the fine for illegal parking and enforcement. She also recently met with a representative of the BoCAN group. Signage as visitors enter town informing them of parking available on the Mesa and requesting their cooperation was discussed.

Vice Pres. Chiera asked if residents in the community could be deputized. Chief Brown said that issue had been researched in the past with the answer being no. He also mentioned local parking permits and a shuttle service that could shuttle visitors from Mesa Park to the downtown area as is annually done on July 4th. Chief Brown added that the Parking Committee has been revived to re-address downtown parking issues. The committee was previously limited in their actions by the Coastal Commission which according to the California Coastal Act will not enforce any limitation of public access to coastal areas. Chief Brown added that the NPS will now employ two parking attendants at the Palomarin Trailhead to direct incoming cars and parking.

Pres. Bass suggested that a list of phone numbers be available at the station for residents to directly call the MCSO, the NPS, and Sup. Steve Kinsey with their concerns.

Inspections

None.

Planning

20 Nymph Road – Demolish existing residence, construct new one

324 Ocean Parkway – Addition

23 Rafael Way – Single family residence remodel

28 Crescente – Single family residence

350 Fern – Studio addition

415 Yucca – Legalize Second Unit

380 Larch Road – New septic system, habitat restoration

480 Horseshoe Hill Road, Barn construction

555 Dogwood – New Construction

210 Laurel – Legalize second unit, new guest house

350 Lauff Ranch Rd. – Legalize multiple structures

4900 Shoreline Highway - Remodel

120 Horseshoe Hill Rd – Addition, remodel

10 Olema-Bolinas Rd – Second Unit

11 Brighton – propane tank placement

370 Overlook – Remodel, addition of 2nd unit

100 Mesa Road – AT&T Communications Tower Modification

Grants

No update.

Training

All of the Volunteer EMTs successfully completed their EMT recertification. She thanked Asst. Chief Marcotte and FF Chris Deibel for their help with instructing and she thanked all of the EMTs who yet again spent many hours and effort to recertify.

Volunteers

Chief Brown will be contacting several volunteers that have not been participating in training or responding to calls on a regular basis to see what their future commitment is. Volunteers must participate, especially in training, in order to safely respond and work with the other volunteers.

Apparatus

No update.

Disaster Council

Beth Carusillo continues to schedule meetings with each of the Disaster Council's representatives of all 13 areas. The meetings have gone well so far and will eventually lead to a large scale radio drill. Chief Brown attended a

Tsunami Workshop in Stinson Beach provided by Marin County Office of Emergency Services. It was attended by mostly Stinson Beach business owners and residents.

Resource Recovery

Chief Brown was out of town during the most recent meeting. She plans to get a brief update and will then inform the Board with any pertinent news. The District is expected to receive an invoice for their portion of the agreed upon amount that was approved for required improvements to the Resource Recovery site.

Building and Grounds

Chief Brown spoke with Steven Siegel of the Coastal Health Alliance who informed her that he has abandoned the plan to remodel the inside of the Clinic due to cost. The dental van has also been delayed. He is speaking with Mesa Park about the possibility of parking the van behind the Clinic approximately once per month.

General Operations/Administration

Chief Brown announced that the Cadet Program is on hold due to Workers' Comp issues. She will update the Board with any new developments. A new contract with Target Solutions has been signed which will provide web based training in addition to the Thursday night trainings for Volunteers. In addition to the system saving Asst. Chief Marcotte many hours of work, it will enhance current trainings with web based information, safety videos and will hold each volunteer accountable for completing the needed training. A new contract with Lexipol, an online subscription company for an Employee Handbook, Fire Policies and Training Bulletins related to policy, is being negotiated and is included in the new fiscal year budget. The software will provide the District with an up-to-date Employee Handbook as has been recommended by the District auditor for the past several years.

Surfers' Overlook Repair/Terrace Avenue

Chief Brown provided a brief update via GM Jennifer Blackman of the BCPUD regarding the Surfers' Overlook Project. Phase One of the project is now complete. Ernest Klock, Senior Engineer with Marin County Department of Public Works, plans to ask the Board of Supervisors to formally accept the project as complete. He is working on the final payment to the contractor and will be sending over a letter with the payment details. At that time, the Bolinas Community Center, who has already received their payment for acting as the fiscal agent for the project, will pay the invoice. The Working Group will reconvene to determine the next steps for Phase Two and to handle any remaining funds.

PERSONNEL

Capt. Phil Wall's last day of employment with the District will be May 29th. He has worked for the District for nearly seven years. A farewell dinner is being planned, details will follow. Capt. Wall's position will be phased out and Asst. Chief Marcotte will be hired as the Operations Chief. Capt. George Krakauer will work during weekends. All good wishes for Capt. Phil Wall as he moves on to a new phase in his career.

GENERAL BUSINESS

Action Item #1: Consider Resolution #177-2016: Proposing an Election be held in its Jurisdiction; Requesting the Board of Supervisors to Consolidate with any other Election Conducted on Said Date, and Requesting Election Services by the Registrar of Voters

MSC, Chiera/Gade (unan) to approve that an election be held in its Jurisdiction, the Board of Supervisors to Consolidate with any other Election and the Said Date, and Election Services by the Registrar of Voters. Pres. Bass, Vice Pres. Chiera and Dir. Kimball are up for re-election.

CONSENT CALENDAR

MSC, Kimball/Chiera (unan) to approve the Minutes from the March 28, 2016 regular meeting, the warrant list from March 23 – April 19, 2016, and the financial reports for February 2016 including the account balances. Vice Pres. Chiera remarked that the budget report has been designed well and is understandable. Chief Brown replied that the graph report was created by past Board member Phil Binley, during the same time, the Board elected to use the Vehicle Replacement account as the District's overall savings account. Chief Brown reported that she hopes to have the draft budget for FY16/17 ready for the next regular Board meeting after meeting with the Personnel and Finance Committees.

PUBLIC EXPRESSION

None.

BOARD MEMBER REPORT

None.

COMMITTEE REPORTS

Vice Pres. Chiera mentioned the letter that GM Jennifer Blackman of the BCPUD wrote to Jack Liebster and Kristin Drumm of the County Planning Department regarding the resubmittal of the Local Coastal Program, Land Use Amendments, and the Implementation Program Amendments to the California Coastal Commission. Vice Pres. Chiera was very supportive of the letter that expresses concerns regarding the proposed amendments to the

LCP. Increased visitors to small residential coastal towns have had and will have huge impacts including an excess of visitor parked cars that limit parking for residents and block emergency vehicle access, increased use of public sewer facilities, increased garbage in the community, etc. Chief Brown remarked that the LCP documents do not include any direct mention of fire services. Dir. Kimball encouraged other Board members to attend County Board of Supervisor meetings and Planning Commission meetings as individuals if they wish, but to be careful not to represent themselves as BFPD Board members unless the full Board requested them to attend.

PERSONNEL MATTERS

None.

ANNOUNCEMENT

None.

GOOD OF THE ORDER

Chief Brown encouraged the Board members to speak directly with Capt. Phil Wall before his departure from the department.

ADJOURNMENT

MSC, Shaw/Gade (unan) to adjourn the meeting at 7:45 PM.

Respectfully submitted,

Molly Brown
District Secretary

Note: All minutes to all Board meetings are available for review at the Bolinas Library.