

Minutes from the July 23rd, 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. Dunne were present. Also present: Chief Krakauer, Asst. Chief Marcotte, Administrative Asst. Cadance Lynam, and the Point Reyes Light. MSC Dunne/Torrey (unan.) to approve the Agenda.

CHIEF'S REPORT

Chief Krakauer attended the Chief's meeting via phone on July 16th. Topics discussed included COVID-19, updates on MERA, MWPA and the mutual aid contract agreement.

MERA

Chief Krakauer attended the MERA meeting via phone on July 22nd. The custom design review phase is near completion and will be forwarded to the Governing Board for approval.

AECOM is transitioning into the project and recruitment for an Implementation Coordinator is in progress.

Marin County Fire agencies received a federal assistance to Firefighters Grant that is allowing upgrades of portable radios to a newer tri-band radio at no additional cost. It is unclear if the Volunteer agencies will be receiving these or not.

Increased and new rent rates for MERA antennae's were discussed, including one of the new antennae sites located at the Muir Beach Overlook.

Prevention

Updated under Item 4C

Roads

The National Park Service road closure is open at Commonweal for now. There is a large road repair project set to start, which may be the cause of the unexpected opening.

Inspections

Chief Krakauer conducted two safety inspections on two newly acquired BCLT buildings this week. The staff is conducting defensible space inspections in the downtown area and elsewhere by appointment. Last year the focus was on the big Mesa and this year we are trying to reach the surrounding areas.

Planning

Chief Krakauer is working with Scott Alber to streamline the somewhat new arrangement with Marin County Fire Department taking over Building Plan Review. There have been numerous plans submitted for review from Bolinas in the last month. There have been some complications at the Building Department in directing plan submittals directly to Scott.

Grants

No Update.

Training

Trainings have been focused on Wildland Firefighting. Asst. Chief Marcotte continues to lead well thought out training that keeps all levels interested.

Asst. Chief Marcotte has been working on driver's training and EMT recertification for our ten or so EMT's. Three new Volunteers are currently attending the EMT class in Stinson that is set to end in late August.

Volunteers

There are two new Volunteers; one with 26 years of professional firefighting experience, and the other is a long time resident and eager to learn.

Apparatus

E285 has been scheduled to have its annual service.

We are temporarily housing Air 800 for Stinson as they are building a new space for it since M97, the seasonal County ambulance, is occupying its space at Station 2 Stinson Beach.

Disaster Council

Asst. Chief Marcotte informed the Board that there haven't been any updates for the Disaster Council since the last meeting. Most of the focus has been on Wildland fire preparedness.

Resource Recovery

Asst. Chief Marcotte said he is going to research the cost of renting a dump truck to deliver excess material from the Resource Recovery ourselves.

Buildings and Grounds

Chief Krakauer thanked Dana for volunteering time and energy into weeding and watering the new plants outside the Firehouse entrance; they look great.

General Operations/Administration

Chief Krakauer attended an instructional webinar hosted by PG&E explaining the new PSPS online portal. It's a new platform intended to help emergency responders keep up on current and planned PSPS events. Mapping, weather modeling and event updates are some of the features to the portal. It is not for public use. There have been no PSPS events in Marin so far this summer.

The cliffs at the end of Poplar have been shifting a bit. Chief Krakauer has posted hazard signage at the edge and advised the National Park Service and County Parks. Part of the cliff borders the National Park Service land and they intend to add more permanent signage as it impacts the walking trail out to Jacks creek.

Chief Krakauer reported that we are close to voting on a Policy requiring all employees/volunteers to undergo a background check, specifically the Live Scan check. He reported that one employee has volunteered to go through the Live Scan process in hopes to iron out any kinks. The MCSO Marin City Substation is the closest location that offers the Live Scan service and charges the lowest fee. Dir. Torrey has also offered to help on a Volunteer Information and Application packet that Administrative Asst. Cadance Lynam and Chief Krakauer had started on several months back.

Ian Johnson is working on securing the latest version of Quickbooks. As per the last IT group meeting, we are also planning on purchasing an I-Pad and cell phones for U219 and the Chief in order to access new computerized dispatching software. These overdue IT upgrades will bring us closer to what are now the new standards in call response and the transfer of patient care to the Paramedic crew.

Administrative Asst. Cadance Lynam has met with the new CPA, Michael O'Connor to start on the audit preparation work.

Surfers' Overlook Repair/Terrace Avenue

The Brighton Seawall Hearing took place on July 9th via Zoom. After many testimonials Commissioners agreed on an 8 foot width which was much narrower than the applicants, AMJT Capital and BCPUD had proposed. Applicants have 30 days to ask the Commissioner to reconsider. Proposed upgrades would improve the safety of rescuers extricating patients at high tide over the sea wall and improve its current state of disrepair.

Personnel

The District is looking at expanding the Administrative Assistant role and is working on drafting a new job description, lead by the Personnel Committee with Legal Counsel Oversight.

GENERAL BUSINESS

Action Item #1 – Approve Response to Grand Jury Report on Web Transparency of Agency Compensation Practices

MSC / Torrey/Kimball (unan.) to Approve Response to Grand Jury Report on Web Transparency of Agency Compensation Practices

Action Item #2 – Renew Extra Help Work Agreement with Retired Annuitant

MSC / Kimball/Torrey (unan.) to Renew Extra Help Work Agreement with Retired Annuitant

Discussion – District Wildfire Preparedness and Response

Vice Pres. Kimball attended the July 16th MWPA Board of Directors meeting. He gave an update, noting that they selected a legal firm to represent the

Authority, Epstein & Holtzapple LLP. The expected focus of the legal firm will be to make sure the Authority is compliant with the - CEQA environmental laws and regulations. There was also an update on the recruitment for the Executive Director which is being coordinated by Nelson Staffing. They received 81 applicants and screened it down to 10 so far and may have it down to 2 applicants as early as the August meeting. In the mean time Jason Weber is helping to fill in for certain tasks that would be completed by the Executive Director.

Chief Krakauer updated the Board that the Chipper Day program has been a success so far. The first day was July 18th and took place on the big Mesa as will the second day on July 25th. Both days are entirely full. There are an additional two days, August 1st and August 8th, for downtown and Horseshoehill areas.

Don Murch will be mowing the roads on the Mesa on August 5th and 6th. He has already done a few spots as well as the Poplar strip. Asst. Chief Marcotte and Chief Krakauer have identified which roads, in addition to the previously identified egress/access roads, will be added this year. These are sections of roads that a fire engine would have difficulty driving through without seriously scratching it up.

The County Defensible Space inspectors are set to come out the last week of August. We are currently having firefighters conduct our own 4291 Defensible Space inspections in the Little Mesa and Downtown areas. The County will have inspectors out the last week of August to assist.

The Wildfire Study team from UC Berkeley has asked permission to share the contents and virtual material produced for the Bolinas Study with an additional multi-campus study. President Molesworth was to send a letter granting them permission after consulting with the rest of the Board.

CONSENT CALENDAR

MSC / Dunne/Torrey (unan.) to approve the Consent Calendar.

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 the 8th to discuss an expansion of the Administrative Assistant position. They discussed bringing in someone from Nelson Staffing to help prepare a Administrative

training manual to better document the specific duties of the Administrative position.

Buildings and Grounds – No Update.

Operations Working Group –No Update.

PERSONNEL MATTERS

None.

ANNOUNCEMENTS:

None.

GOOD OF THE ORDER

Vice Pres. Kimball expressed his appreciation for Chief Krakauer, Asst. Chief Marcotte, Administrative Asst. Cadance Lynam and all of the Board members for their teamwork moving through transitions as a District.

ADJOURNMENT

MSC / Kimball/Torrey (unan.) to adjourn at 8:05 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.