

Minutes from the November 19th, 2020, Bolinas Fire Protection District Board Meeting, Via Zoom.

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

MSC Dunne/Torrey (unan.) to approve the Agenda.

CHIEF'S REPORT

The Chief's meeting was cancelled due to scheduling conflicts.

MERA

Chief Krakauer attended the MERA meeting on Wednesday, October 28th. The Customer Design Review Package was approved by the governing board. Development of a Construction Bid Package is underway for existing and next-generation sites. MERA anticipates implementation in approximately three years, followed by a three-month trial period.

Prevention

Chief Krakauer discussed District wildfire preparedness and response in item 4b.

Roads

Chief Krakauer met with a County Civil Engineer, Marin County Sheriff's Parking Enforcement representative, and Terrace Ave. residents. Chief Krakauer reported that the District is continuing to assess potential access and safety issues related to parking configurations on Terrace Ave, Brighton Rd, and Wharf Rd. Dir. Kimball requested that a summary be forwarded to Directors for review.

Inspections

No update.

Planning

No update.

Grants

Chief Krakauer reported that he reached out to fire agencies in Inverness, Stinson Beach, Muir Beach and Nicasio to begin compiling an equipment list for a multi-agency FEMA grant proposal for self-contained breathing apparatuses (SCBAs). He is seeking quotes from an equipment vendor, and expects the grant proposal will go out in December. Dir. Kimball asked that Chief Krakauer thank Matt Phillips for his support on this grant opportunity.

Training

Trainings have been focused on structural firefighting, moving away from wildland tactics due to recent rains. Volunteers voted to move trainings to 6pm for the winter months due to the recent time change, and are exploring smaller trainings with divided groups plus weekend trainings as we approach the end of the year. Trainings typically break after the holiday dinner through the end of the year. The adjusted training schedule is also intended to minimize congregating in groups indoors.

Volunteers

One potential volunteer candidate will attend her third meeting this week. The volunteer raffle is in progress. The volunteer appreciation dinner has been cancelled.

Apparatus

Flatbed truck U232 had mechanical problems on the day of the Halloween fire at Rancho Bolinas. Firefighter Joe Walker helped diagnose the issue, and local mechanic Nick Wisemiller replaced the hydro-boost, steering pump, and radiator at a very economical rate.

Disaster Council

Asst. Chief Marcotte reported that one resident has expressed interest in volunteering as area coordinator for Horseshoe Hill Road, and another resident volunteered to serve as neighborhood liaison. Only the area of Terrace Ave. remains without a coordinator. Asst. Chief Marcotte is now shifting his focus to certification renewals for volunteers.

Resource Recovery

Asst. Chief Marcotte met with GM Jennifer Blackman and technical advisor Jeff Creque. State legislation will come into effect beginning February 2021 requiring businesses and multifamily residences to put food scraps into green bins, and this is expected to have significant operational and financial impacts on Resource Recovery. Dir. Kimball suggested compiling financial impact projections to submit to Marin Wildfire Prevention Authority for potential additional funding.

Marcotte, Blackman, and Creque also discussed concerns around succession planning, as well as the eventual breakdown of the loader.

Buildings and Grounds

Chief Krakauer noted a few routine plumbing issues including leaking toilets and seals to be addressed.

General Operations/Administration

Chief Krakauer reported one engine and a crew of seven participated in a controlled burn on the Martin Griffin Preserve as part of Audubon Canyon Ranch's Fire Forward Program. Due to rain, the burn was postponed from Saturday, November 14 to Sunday, November 15. Burning was slow, but saw work was also accomplished. The District crew had a great time, and was highly appreciated. There may be additional burn opportunities later this season.

Chief Krakauer reported updates related to COVID-19. On November 17, Marin County went from tier 3 (orange) to tier 2 (red), meaning new restrictions. Consequently, the District's Community Meeting Room is once again closed.

Chief Krakauer reports that the "First responder" testing site in San Rafael is now closed, but he is exploring on-site testing through Marin County and Curative, Inc. Dir. Martinelli reported a very successful first round of testing at Marin County Fire using Curative, Inc. Chief Krakauer has a telephone meeting with the Curative, Inc. representative on Friday, November 20, to set up the service agreement. Dir. Martinelli noted that testing can be done as-needed through this provider.

Chief Krakauer thanked Dir. Martinelli for providing a disinfectant fogger. The fogger has been tested and is ready to go.

Chief Krakauer and Isaac are researching HEPA and UV air filtration devices for use inside the station.

Chief Krakauer reported that auditor Paul Kaymark indicated a draft audit should be done soon, and before the December Board meeting.

Isaac obtained a draft policy for potential security cameras at BFPD from County Council. Ian and Chief Krakauer met with Michael Cavette, Mesa Park manager, to discuss a potential partnership to include the park in security cameras plan. Policy may need to be revised to encompass this partnership.

Ian is setting up a new Voice over Internet Protocol (VoIP) telephone system at the station.

Chief Krakauer, Ian and Isaac had a phone call with Sac Wireless representative, clarifying substantial miscommunication between Crown Castle and Verizon. After clarifying that the District has no intent to terminate the lease, the Sac Wireless representative indicated that a new cellular lease contract will be drawn up for the Board to review.

Surfers' Overlook Repair/Terrace Avenue

No Update.

Personnel

Chief Krakauer thanked Cadance for stepping in to cover administrative essentials while Isaac is hospitalized and in recovery.

Chief Krakauer reported Isaac is doing great, and acknowledged time will be needed for him to get completely familiar with all aspects of District administration.

GENERAL BUSINESS

Action Item #1 – Administration of Oaths of Office to Directors

Chief Krakauer administered the Oath of Office to Dir. Dunne.

Chief Krakauer administered the Oath of Office to Vice Pres. Kimball.

Chief Krakauer administered the Oath of Office to Dir. Martinelli.

Action Item #2 – Approve Resolution #191-2020, a Resolution of the Bolinas Fire Protection District authorizing Overtime and Portal-To-Portal Pay for Employees & Volunteers responding away from their Official Duty Station and assigned to an Emergency Incident.

Chief Krakauer explained that the District must go through a process with CalOES in order to be reimbursed for out-of-district assignments for emergency response or pre-position. Part of that process involves submitting a salary survey to CalOES establishing reimbursement rates for personnel, and establishing a policy for portal-to-portal pay, which allows reimbursement for travel time to and from out-of-district emergency incidents.

MSC Torrey/Martinelli (unan.) to approve the Resolution.

Discussion – District Wildfire Preparedness and Response

Dir. Kimball attended the MWPA Finance Committee meeting on Tuesday, November 17. The committee reviewed the first iteration of the MWPA budget, and plans to work with the Operations Committee through December and January to refine budgetary assumptions for fiscal year 2020-2021, and use that as a basis for an updated budget for 2021-2022.

Dir. Kimball also attended today's regular monthly MWPA board meeting, where among many things they discussed the approach to CEQA compliance. An ad hoc committee will be put together to advise the board on this process. Several environmental groups have weighed in on each board meeting, and there is optimism that MWPA can establish a partnership approach with these organizations. Dir. Kimball remarks that Bruce Goins is doing a terrific job as chair, and that the board is coming together impressively.

Chief Krakauer notes the recent MWPA-funded Chipper Day was a success, and full at nearly 60 spots. Chief Krakauer noted that the crew finished early and were able to remove a problem tree from the Little Mesa area. This was the last Chipper Day scheduled for this year.

Chief Krakauer and Asst. Chief Marcotte met with two community members about wildfire preparedness on Oct. 29th. They want to set up an additional meeting with Ray Moritz, a consulting arborist in urban forestry. The community members expressed interest in conducting a wildfire risk assessment for Bolinas. Dir. Kimball noted the importance of emphasizing compliance with all CEQA requirements.

Chief Krakauer reported plans to proceed with some additional mowing operations over the winter months.

Chief Krakauer is waiting on further instructions from FIRESafe Marin before distributing seven NOAA weather radios to at-risk community members. Vice Pres. Kimball and Dir. Martinelli advised caution to ensure program is fully operational with FIRESafe Marin and CalOES prior to distributing radios.

CONSENT CALENDAR

MSC Dunne/Martinelli (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 Operations Working Group.

Finance Committee – Chief Krakauer, Pres. Molesworth, Vice Pres. Kimball and Isaac met on Nov. 11th to assess year-to-date budget vs. actual financials. The view was incomplete due to substantial outstanding expected revenues, and we agreed to meet again in January when the revenue picture is more complete. Topics discussed included Transient Occupancy Tax revenue projections and the California Employers Pension Prefunding Trust (CEPPT).

Isaac had a phone call with Roy Given at the Department of Finance, who provided property tax revenue projections and a summary of year-to-date TOT revenues.

Chief Krakauer and Isaac discussed the CEPPT with Shelly at Inverness Public Utility District.

Dir. Torrey requested an update on the clinic. Vice Pres. Kimball recommended a meeting request between Pres. Molesworth, Chief Krakauer and the CEO of Petaluma Health Center.

Personnel Committee – No Update.

Buildings and Grounds – No Update.

Operations Working Group –No Update.

PERSONNEL MATTERS

None.

ANNOUNCEMENTS:

None.

GOOD OF THE ORDER

Dir. Torrey commended Isaac for attending tonight's board meeting while recovering from emergency surgery in the hospital. Vice Pres. Kimball and Dir. Dunne also thanked Isaac and wished him a quick recovery.

Vice Pres. Kimball noted his appreciation for Dir. Martinelli for remaining engaged with the Board of Directors while also taking on significantly more responsibilities with Marin County Fire.

Vice Pres. Kimball suggested a gesture of appreciation from the District, in lieu of the volunteer appreciation dinner, for the efforts of all staff and volunteers through the exceptional challenges of this year. Dir Dunne offered to assist with such an effort.

ADJOURNMENT

MSC Dunne/Torrey (unan.) to adjourn at 8:53 PM.

Respectfully submitted,

Isaac Taylor
Administrative Manager

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