

Minutes from the April 29th, 2019, Bolinas Fire Protection District Board Meeting

Pres. Kimball called the regular meeting of the Bolinas Fire Protection District to order at 7:03PM. Vice Pres. Chiera, Dir. Torrey, Dir. Martinelli and Dir. Molesworth were present. Also present: Chief Brown, Asst. Chief Krakauer, Asst. Chief Marcotte, Judith Shaw, Nolan Godfrey, Tom Jordan from Marin County Office of Emergency Services, and Anna Guth from the Pt. Reyes Light. Peter Asmus arrived at 7:30.

MSC Torrey/Chiera (unan.) to approve the agenda.

CHIEF'S REPORT

MERA

Chief Brown attended the regular meeting of the MERA Board on April 24th. Items discussed included the advertising of the Low – income Senior Homeowner Parcel Tax Exemption for 2020, the schedule for the draft Subsequent Environmental Impact Report, ongoing support from Motorola for the legacy system and a policy on return procedures for old radio equipment. All current radios are Member Agency assets. Agencies will have a choice to have their radios deprogrammed and returned to the agency or members can donate the equipment to a County cache.

Prevention

Asst. Chief Marcotte is scheduled to attend a 4291 Inspector Training course provided by the Marin County Fire Dept. He will then train staff on how to conduct Defensible Space inspections.

A Marin Wildfire Forum is scheduled for Saturday, May 4th at the Embassy Suites in San Rafael from 10:00 am to 12:00 pm. Discussion will focus on local wildfire prevention and emergency preparedness efforts and what residents can do to protect their homes.

Marin County Sup. Katie Rice is forming the Marin Ready Together committee and is looking for elected officials to serve on it. See item 4d on this agenda.

Roads

See Item 4c on this agenda, District Wildfire Preparedness and Response Memo.

Inspections

None.

Planning

Ongoing-

20 Nymph Road – Demolish existing residence, new construction

324 Ocean Parkway – Addition

350 Fern – Studio addition

415 Yucca – Legalize Second Unit

380 Larch Road – New septic system, habitat restoration

210 Laurel – Legalize second unit

120 Horseshoe Hill Rd – Addition, remodel

10 Olema-Bolinas Rd – Second Unit

370 Overlook – Remodel, addition of 2nd unit

12 Olema-Bolinas Road – 2nd Unit

105 Wharf Road – Second Unit

46 Horseshoe Hill Rd – Addition/ Remodel

385 Ocean Parkway – Accessory Dwelling Unit

41 Wharf Rd. – Remodel

14 & 16 Canyon – Retaining Wall

210 Grove – Replace existing house

New

None

Grants

None.

Training

Training has recently focused on EMT skills, ropes and extrication tools. Asst. Chief Marcotte planned and provided Class B Driver training for the Inverness, Stinson and Bolinas departments. This driver's license is required to drive fire engines. Inverness had eight firefighters attend, Bolinas had five. The class was held on three Saturdays in April. Very grateful to Asst. Chief Marcotte for this tremendous amount of work, it is of great benefit to the departments.

Chief Brown and Firefighters Maendle and Allard took E265 to Audubon Canyon Ranch to support a Firefighter II class that was being offered.

Volunteers

We have one new volunteer, Grace Powell.

The annual Mother's Day Pancake Breakfast will be held on Sunday, May 12th.

Apparatus

New 219 is completed and currently in service.

E265 received its annual safety inspection with no problems noted.

Disaster Council

April 24th, Asst. Chief Marcotte organized a “Barn Tour” in order to have large animal owners conduct a self-assessment for emergency preparedness and evacuation.

The Tsunami Drill held on March 30th went very well with approximately 50 people participating as well as the Office of Emergency Services, state and local. County Department of Public Works posted Tsunami signs before the drill. Asst. Chief Krakauer, Marcotte and Chief Brown met with Tom Jordon for an After Action review of the Drill.

The State Office of Emergency Services observer that attended thought the drill went very well.

Asst. Chief Marcotte is organizing a communications drill for Area Coordinators. He is also working with the Community Center and the school to update shelter agreements and supplies.

District Wide Emergency Alerting Systems

Update later in the meeting.

Resource Recovery

No update.

Building and Grounds

A service person inspected the lift station and determined that the pump has not failed. It appears to be an electrical problem; we will continue to monitor the situation.

General Operations/Administration

Chief Brown attended Sup. Rodoni’s office hours held on April 5th. Discussion centered on the parking initiative for the downtown area.

Chief Brown attended the MCFCA meeting held on April 18th. Agenda items included a possible countywide initiative for Wildland Fire Protection and Education and 2018 Lessons Learned and next steps.

The Preschool class visited the station on April 25th for a little education and fun.

Asst. Chief Krakauer spoke about safety and 911 responses to the Audubon volunteers on April 27th.

Surfers’ Overlook Repair/Terrace Avenue

No Update.

Personnel

Our seasonal firefighter will start on June 1st, 3 days a week. Asst. Chief Marcotte has been working Monday's and Tuesdays, which has been working out very well.

Duty Officers are very grateful for the pay raise; it has been a little easier to cover shifts.

GENERAL BUSINESS

Discussion – District Wide Emergency Alerting Systems – Tom Jordan from the Marin County Office of Emergency Services will be Present

Tom Jordan, Marin County Office of Emergency Services (Marin County OES), spoke about the resurgence of interest in the topic of sirens as community alerting systems. He spoke of a past experience in Muir Beach where the planned installation of a siren was long and ultimately not successful due to resident's disagreeing. Mr. Jordan emphasized the importance of forethought and preparedness as a prerequisite to all emergencies and notification systems. Chief Brown spoke of the potential for the use of National Oceanic and Atmospheric Administration (NOAA) that is being researched by Marin County OES for alerting residents during disasters. It is a small desktop radio that costs approximately \$30 that can be placed in homes and, when activated, can give voice messaging. These radios have been used extensively in areas in the country often impacted by tornadoes. Dir. Molesworth inquired as to their use during fire emergencies; there is no precedent for this yet. Pres. Kimball stated that the District is considering all of the ways of communicating with residents during disaster and asked how our department would activate a notification. Mr. Jordan explained the process for District staff contacting the OES Duty Officer to request a message be sent. Pres. Kimball requested that Mr. Jordan keep our District informed on any and all developing information regarding notification systems. Mr. Jordan stated his office is committed to moving forward with the NOAA radios and would forward any information as it develops.

Judith Shaw described her conversation with a Marin County Fire Department Battalion Chief regarding notification systems and that a siren could be activated remotely.

Mr. Jordan spoke of siren systems in Stinson Beach, Ross Valley and Corte Madera. Each requires residents to be educated and tune into another source such as Alert Marin for further information.

Action Item #1 – Request from Peter Asmus for Letter of Support for Application to Stinson Beach – Bolinas Community Fund

Mr. Asmus reviewed his work regarding Microgrids. In order to expand self-sufficiency, public agencies that have solar arrays and emergency generators would need battery back-up in order to extend their emergency power

capabilities. Mr. Asmus is applying for grant funding in order to research the approximate cost to agencies to provide battery back-up power. He is requesting a non-binding Letter of Support for his efforts from the District. Pres. Kimball stated that if the information would be agency specific and the deliverable would be direct costs to the District then he is supportive of providing a letter.

MSC, Molesworth/Chiera (unan) to provide a non-binding Letter of Support without advocating for the project or position.

Discussion – District Wildfire Preparedness and Response Memo

Asst. Chief Marcotte presented his memo discussing the challenges of the Fire District having adequate access to all areas of the town for emergency vehicles. As important is adequate egress for residents during an emergency. The biggest challenge is the non-County maintained dirt roads, which are prevalent in Bolinas. The core principles he recommends the Board consider include minimum standards for all public roads, a priority list of roads that should receive attention first, actively engaging in community education efforts, the inability of the District to undertake road maintenance activities, developing an initially non-punitive, voluntary inspection and oversight program and to continue the District's program of providing funds to neighborhood groups to clear vegetation along roadways.

Dir. Torrey inquired as to why the memo spoke only to public rights-of-ways. Asst. Chief Marcotte explained that the inspections of private properties, also known as 4291 inspections, are very different from the public roads, which no one seems to have responsibility for. A mechanism is already in place to inspect and enforce on private property. Dir. Molesworth inquired if we knew the boundaries of the roads. Chief Brown responded that we know the legal widths of the roads but not what the actual boundaries are. A comprehensive survey would need to be done to define the boundaries.

The Board of Directors expressed their support for the idea. It was felt that public education is critical for this issue. Pres. Kimball suggested a District policy be written to address the issue.

Discussion was had regarding the current state codes that are in place requiring a 20' road surface with 10' clear of vegetation on either side. The difficulty for the District is that there is apparently no one entity responsible for the public rights-of-ways to enforce the codes. Pres, Kimball stated the District needs to move ahead with a policy and the possibility of the District taking on the work for critical intersections and high priority roads. Dir. Martinelli inquired if a CEQA process might be necessary for brush clearing. The answer is unknown.

The Board members expressed strong support for an aggressive public education campaign on the issue. Pres. Kimball wants to be sure that staff is

supported and able to do the work that needs to be done regarding any immediate clearing. Of great importance is communicating our intentions to the neighborhoods.

Action Item #2 – Nomination of Director to Marin Ready Together Committee Sponsored by Marin County Supervisor Katie Rice

The request from Marin County Supervisor Katie Rice was discussed. Sup. Rice is forming a committee to address the countywide threat of vegetation fire and would like representatives from each jurisdiction to participate. Vice Pres. Chiera volunteered to represent our District.

MSC, Torrey/Molesworth (unan) to nominate Vice Pres. Chiera as the District representative to the Marin Ready Together Committee.

Action Item #3 – Proposal to Change Regular Board Meeting in June from Monday the 24th to Wednesday the 26th, 2019

Due to multiple Board members being out of the District, it was discussed and decided to hold the regular June 2019 Board meeting on July 1st, 2019.

MSC, Torrey/Molesworth (unan) to change the date of the June 24th Regular Board meeting to July 1st, 2019

Discussion – Review History of Fire District and Coastal Health Alliance Partnership

Chief Brown presented a memo explaining the history of the Fire District and the Coastal Health Alliance partnership. Pres. Kimball asked whether there was any value in reviewing the lease or memorandum of understanding in light of the possible merger. Vice Pres. Chiera commented that it is the Coastal Health Alliance Board's responsibility. Dir. Molesworth agreed with Vice Pres. Chiera.

The Directors requested that the memo be shared with the Coastal Health Alliance Board before the departure of Chief Brown.

CONSENT CALENDAR

MSC Chiera/Martinelli (unan.) to approve the Consent Calendar.

PUBLIC EXPRESSION

None.

BOARD MEMBER REPORT

No Update.

COMMITTEE REPORTS

Updates from Finance and Budget, Personnel, Building and Grounds and Operational Working Group.

Finance Committee – The Finance Committee has been meeting to draft the Fiscal Year Budget for 2019/2020.

Personnel Committee – The Personnel Committee has been meeting to review the draft Fiscal Year Budget for 2019/2020. Interviews for applicants to the full time duty officer position will take place in the next few weeks. We currently have three applications.

Buildings and Grounds – A service repair person came and inspected the lift station pumps. The one pump we thought was broken is not, it appears to be an electrical issue.

Operations Working Group –New 219 is completed and in service.

PERSONNEL MATTERS

None.

ANNOUNCEMENT RE: CLOSED SESSION

None.

GOOD OF THE ORDER

Vice President Chiera expressed gratitude to President Kimball for his thoughtful and generous leadership.

Dir. Torrey commended the staff's hard work on educating residents about wildfire issues.

ADJOURNMENT

MSC –Chiera/Torrey (unan.) to adjourn at 10:04 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.