



Bolinas Fire Protection District

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www.bolinasfire.org

February 25, 2008

The regular meeting of the Bolinas Fire Protection District was called to order at 7:30 PM by President Binley. Vice Pres. Aitken, Director Buchanan, Director Kimball and Chief Brown were present. Director Reid was present via a conference call from her location as posted in the agenda. Also present: Molly Brown, District Secretary, Bill Lyons and Vic Amoroso.

MSC Aitken/Kimball (unan.) to approve agenda.

GENERAL BUSINESS

1. **Action Item #1:** No Action taken. The Board agreed to postpone signing the contract with Fineline for payroll service until the March meeting after completion of opening a checking/operating account with Bank of America.
2. **Action Item #2:** MSC Buchanan/Kimball (unan) to approve annual contract with KWMR. After discussion regarding the importance of KWMR for emergency communication and general outreach for public education, the Board decided to approve the underwriting contract for an annual fee of \$472.00. Chief Brown asked Dist. Secretary Brown to remind her to create a new message about fire prevention to be aired monthly.
3. **Solar Project Update:** The Board decided to defer the update to a Special District Board meeting to include CHA, to review and discuss financial matters regarding funding for the Project. Pres. Binley asked Dist. Secretary Brown to schedule a meeting in which CHA and Brandis & Tallman (the bond brokers) representatives would also be present.
4. **PG&E response Update:** Chief Brown reported that she had attended a meeting with PG&E and BCPUD. The need for better communication during power outages was discussed. PG&E agreed to make an account representative available by phone for direct communication during storms. Chief Brown also reported that she had attended the BCPUD Board meeting where PG&E field crew representatives were present. Hiring a local person as a liaison with PG&E during power outages was discussed. Pres. Binley suggested that citizens demand a rebate after a certain amount of hours without power. Chief Brown stated that after 48 hours without power, a PG&E customer is entitled to a \$100 rebate.
5. **Theatrical permit process Update:** Chief Brown stated that the BFPD should not be issuing permits directly for the use of Bolinas in theatrical productions. Chief Brown is instead collaborating with the BCPUD to express their wishes to the County who issues permits for productions. Wishes for inclusion in the County permit process are:
 - a. Two weeks advanced notice before filming to the BFPD and neighbors.
 - b. Time limit on road blocks.
 - c. No filming before 8AM or after 5PM outside in the downtown area.
 - d. Maximum of 10 parking spaces used in downtown area.

Vic Amorosso suggested that there be a limit to the number of parking spaces used downtown and that a parking area could be assigned elsewhere with a shuttle used to move people and equipment in and out of the downtown area.

The Board agreed that the BFPD should not be involved in the issuance or enforcement of the permits.

Chief Brown plans on contacting Dave Nicholson at the County regarding these issues.

PERSONNEL MATTERS

MSC Aitken/ Kimball (unan) to accept Sito Krakauer as a probationary Volunteer Firefighter.

CONSENT CALENDAR

MSC Buchanan / Aitken (unan) to approve the Consent Calendar including the minutes from the January 28, 2008 meeting, approval of the Warrant List from January 23, 2008 to February 19, 2008; approval of financial reports from January 2008; approval of transfer of \$150,000 from the operating account to the investment account.

PUBLIC EXPRESSION

Bill Lyons asked who was paying for the Director's phone calls during meetings as Dir. Reid was calling in and on line from Oaxaca Mexico. The Board answered that the Directors are responsible for paying for their own calls, not the District.

CHIEF'S REPORT

MERA – The system is faulty during high use events when the system becomes overloaded. During the recent storms, DPW could not access the system due to continual busy signals. Due to staffing, Chief Brown was unable to attend a joint police and fire department meeting held on February 4th with a presentation by Farhad Monsourian of DPW regarding the system use. Chief Brown reported that the West Marin Chiefs and others are very concerned about the overloading of the system and are pushing for reform.

Training – All of the BFPD EMT Volunteers successfully recertified at the EMT training that took place at the station on this month. Every two years, all EMTs must attend three days of classes and pass ten skill tests. Thirty EMTs from around West Marin attended the training. Pres. Binley congratulated and applauded Chief Brown and all the BFPD EMTs for their hard work and time spent at the training.

The Stinson Beach FD offered very valuable structure training on the weekend of Feb. 9th. Capt. Smith attended with FF Krakauer and FF Schleth on the first day and Asst. Chief Marcotte attended on the second day.

Chief Brown taught a small CPR class at the station on Feb. 13th.

A three day Oil Spill Response meeting was held on February 25th, 26th and 27th in response to the Cosco Oil Spill. The Open Space District, the EPA, the Coast Guard and NOAA as well as local representatives were all in attendance at the meeting. Important information was discussed including containment methods for the Bolinas Lagoon, swift water booming and Action Contingency Plans. Chief Brown attended the first and third day and reported that excellent information was shared.

Apparatus –E285 is scheduled to be taken to Diego for its annual inspection.

Disaster Council – Two trainings have been held to train Area Coordinators to work with the new radio system including system testing. Most of the radios have been assigned to Coordinators and monthly testing is planned.

The next CERT training is scheduled for March 29th and 30th to be held in Nicasio.

Chief Brown has scheduled regular Get Ready classes through July. Classes will be held two times per month, once on a week night and the other on a weekend morning.

A West Marin Disaster Council meeting is scheduled for March 11 in Point Reyes Station. The main topic of discussion will be a West Marin disaster drill to be held in April.

Building and Grounds- The issues with the Firehouse during the storms are currently being addressed as well as general site issues including drainage, curb/apron painting and increased visibility at the entrance to the parking lot at night. The Board discussed placing large rocks at the entrance that are reflective at night. Solar lights were also discussed as an option. The Building and Grounds Committee will continue working on the entrance issue.

Volunteers plan to empty and remove the storage containers from Mesa Park soon, weather permitting.

General Operations/Administration – Volunteer paging system is complete and functioning.

Chief Brown thanked the County Radio Shop for all their hard work on the paging system.

A West Marin Chief's meeting was held at the station on Feb. 15th. Red Cross and OES representatives attended to explain service availability and flow of information.

Chief Brown met with representatives from Bank of America to discuss opening a checking account separate from the County finance system. The District plans to open an account as soon as possible but leave all accounts open with the County. This plan will greatly minimize unnecessary administrative complications associated with the new financial reporting system at the County of Marin.

Chief Brown has acquired a claims number from the Cosco Busan Oil spill incident. The District hopes to recover personnel costs. County OES will help Chief Brown navigate the system for reimbursement.

COMMITTEE REPORTS

Firehouse and Clinic Update

N/A as Kim Bender was not present.

Building and Grounds – Nothing new to report at this time.

BOARD MEMBER REPORT

Director Reid delivered a report on the allocation process between the Firehouse and Clinic which was originally described in a MOU created in February of 2003. She reviewed the governing agreements which split joint revenues after joint costs from the original MOU to the most current Amendment #3 to be approved at the March Board meeting.

President Binley thanked Dir. Reid for all her hard work on this matter.

GOOD OF THE ORDER

The Board thanked the Volunteers for their outstanding and continued dedication and time spent at the EMT training.

ADJOURNMENT

MSC, Aitken/Kimball (unan) to adjourn the meeting at 8:40 PM.

Respectfully submitted,

Molly Brown
District Secretary