

Minutes from the January 26<sup>th</sup>, 2022, Bolinas Fire Protection District Board Meeting, Via Zoom.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:06 P.M. Dir. Torrey, Dir. Martinelli, and Dir. Dunne were present. Also present: Chief Krakauer, Asst. Chief Marcotte, Administrative Manager Isaac Taylor, IT consultant Ian Johnson, Billy Pierce, Shelly Chu of CalPERS, Lex Munoz and Julie Skidmore of Verizon Wireless, and Philip Decker of SAC Wireless.

Pres. Molesworth asked for unanimous consent to amend the Agenda to move items 5d and 5a to the beginning of the meeting. Seeing no objections, the amended Agenda is approved.

**PUBLIC EXPRESSION**

None.

**CHIEF'S REPORT**

**MERA**

Chief Krakauer attended a MERA meeting on Wednesday, January 26<sup>th</sup> and reported no major updates.

**Chiefs**

Chief Krakauer will attend the monthly Chiefs meeting Thursday, January 27<sup>th</sup>.

**Prevention**

Chief Krakauer attended a meeting of the Marin Wildfire Prevention Authority Operations Committee on Wednesday, January 13<sup>th</sup>, where the committee went over a timeline of events and the 2022-2023 work plan. The committee also went over the new online portal for submitting core project proposals. Participating agency leads from West Marin met to discuss the new Project Manager position and how that person would help coordinate large-scale projects that may involve multiple agencies and community stakeholders.

**Roads**

Chief Krakauer will meet with Supervisor Rodoni and members of the BCPUD and Downtown Parking committee on Thursday, January 27<sup>th</sup> to discuss ongoing parking and pedestrian safety concerns.

A large eucalyptus tree on Mesa Rd. developed a hazardous lean, forcing the temporary closure of Mesa Rd. while PG&E contractors worked to remove the tree today. Firefighters coordinated with the tree crew to allow one lane of controlled traffic for much of the day. Chief Krakauer has been notified that the work is complete and both lanes are completely open.

Installation of fire lane signs on Terrace Ave. is complete, although some residents are still reporting a lack of compliance and enforcement.

**Inspections**

Chief Krakauer met with Marin County Fire Marshal Scott Alber to inspect the sprinkler system and survey the private water system of a new home on Mesa Rd.

**Grants**

The District submitted a FEMA Assistance to Firefighters micro-grant proposal for new firefighter turnout pants and jackets.

The District also participated in a joint proposal submitted by Stinson Beach Fire Protection District for “hi-lo” vehicle sirens for evacuation purposes. Although the grant proposal was unsuccessful, Chief Weber from Marin County Fire and Chief Tubbs of Southern Marin Fire have secured funding for this project, and we expect sirens to be installed on all SBFPD and BFPD vehicles. Chief Krakauer thanked Stinson Beach Fire Chief Jesse Peri and everyone who made this project happen.

### **Training**

Due to the recent spike in COVID-19 cases related to the omicron variant, trainings have been conducted remotely via Zoom. We have concentrated on EMT trainings and continuing education hours, with most EMTs in our department up for recertification this spring.

Chief Krakauer plans to attend a six-day officer training at Santa Rosa Junior College. Chief Krakauer thanked Dir. Martinelli for the referral. Firefighter Aaron Pendergraft will attend a wildland training with Marin County Fire. Additional firefighters will attend an upcoming off-road driver training. Asst. Chief Marcotte has completed the roof ventilation prop for our live fire demonstration trailer, allowing for some training on structure ventilation techniques.

### **Volunteers**

The volunteers hosted a modified Fire Safety Day event on January 15<sup>th</sup>. Unfortunately, Fire King Fire Protection cancelled shortly after the start of the event, and some residents were upset to find the advertised fire extinguisher service unavailable. Nevertheless, the event went well overall. Firefighters Vickisa Feinberg and Terry Donohue offered a sign-making workshop, and the District sold some NOAA Emergency Alert radios and distributed public safety information.

The Bolinas Volunteer Firefighters Association has formed a subcommittee to review and amend the organization’s bylaws. Attorney Nate Siedman is volunteering his expertise to this effort.

### **Apparatus**

Wildland Engine 265 is back from Hi-Tech after its annual service and inspection. It received a very good report despite its age, with technicians estimating an additional 5 to 8 years of service life. Engine 283 is also ready for pickup, and received a good report as well.

### **Disaster Council**

Asst. Chief Marcotte noted a couple of upcoming training opportunities suitable especially for CERT members. Local CERT members will be travelling to an upcoming multiple-agency drill in Sonoma County for training. Central Marin’s CERT will be hosting a class this spring, which will simulate a disaster response. Marcotte hopes to onboard our final new Area Coordinator soon for Area 5.

### **Resource Recovery**

A second used front loader has been rented with hopes to purchase, and is being tested at the Resource Recovery site by Mike Aitken. We hope to finalize this project soon with the purchase of this machine and a shelter to protect it from the elements.

## **Buildings and Grounds**

Chief Krakauer shared that the station received a professional deep cleaning from Good & Clean.

## **General Operations/Administration**

Chief Krakauer and Dir. Martinelli attended an after-action review with other emergency agency representatives on the recent tsunami advisory and response, looking at how agencies can improve early notification and public information coordination. Chief Krakauer noted that, due to the tsunami being caused by an underwater volcanic explosion, it didn't trigger normal warning systems, and therefore agencies had less than 45 mins to prepare and alert residents.

Chief Krakauer met with new Marin County EMS Administrator Chris Le Baudour on January 4<sup>th</sup> at the fire station to discuss EMS operations and agency needs.

Chief Krakauer and Isaac Taylor met with insurance representatives Scott Harkins and Anthony Veneris of VFIS for an in-person tour of the fire station and a discussion about our operations, our insurance policy, and safety education materials available through VFIS.

Isaac Taylor noted the District's regular board meeting schedule remains unchanged, with meetings scheduled for the fourth Wednesday of each month, except when otherwise noted (typically November and December, when meetings are held on the third Wednesday to accommodate the holidays.) Isaac also noted the annual Form 700 filing requirement for board members, along with biannual sexual harassment prevention and ethics training requirements. Isaac also shared that three board member seats will be up for election in November 2022.

Pres. Molesworth shared that the District Board of Directors also plans to establish bylaws for the first time.

## **Personnel**

Chief Krakauer shared that longtime Stinson Beach FPD volunteer Will Mitchell has recently moved to Bolinas and has now been voted in as the District's newest volunteer firefighter. In addition, local school bus driver Roberto Garcia-Guzman has attended two volunteer trainings, and is eager to learn. Roberto also speaks Spanish, which is a great asset to the volunteers.

Two resident firefighters have stepped down, after being hired by San Francisco Fire Department and a private ambulance company. We also have one new resident applicant, Emily Easom from Kentfield.

## **GENERAL BUSINESS**

### **Action Item #1 – Approve Lease Agreement with GTE Mobilnet of California LP, d/b/a Verizon Wireless for Existing Cellular Tower Site**

MSC Dunne/Martinelli (unan.) to authorize the District to enter into the new lease agreement with Verizon Wireless, pending finalization of all associated legal descriptions and/or exhibits.

Admin. Mgr. Isaac Taylor explained that the lease between the District and Crown Castle, initiated in 2001, is expiring at the end of this month. Leased property includes a Verizon Wireless cellular tower site immediately behind the fire station, and an equipment shed site at the northwest corner of the District's lot. Verizon Wireless has been negotiating a new lease with the District to commence on February 1<sup>st</sup>. The District believes the new lease terms are fair and favorable. The new lease is for five years, with four optional five-year automatic extensions.

Chief Krakauer thanked the negotiations team, including Pres. Molesworth, Ian Johnson, David Kimball, and Isaac Taylor for their work on establishing this new lease. Pres. Molesworth also commended the team for their efforts.

### **Action Item #2 – Fill Board Vacancy by Appointment and Administer Oath of Office**

MSC Martinelli/Torrey (unan.) to appoint William G. Pierce to the Bolinas Fire Protection District Board of Directors.

Isaac Taylor welcomed longtime BCPUD employee Billy Pierce, who responded to the District's recent Notice of Vacancy after the retirement of Vice Pres. David Kimball last month.

Billy introduced himself as a longtime Bolinas resident since the 1970s, having worked for the BCPUD for 37 years and collaborated with the fire department on many different issues. Billy is interested in lending his knowledge and expertise to the District Board of Directors in whatever way he can. Chief Krakauer thanked Billy for his interest and willingness to serve, and noted he had already begun looking at a number of potential projects together with Billy.

Isaac Taylor administered and William G. Pierce took the Oath of Office.

### **Action Item #3 – Election of Officers and Formation of Committees**

MSC Dunne/Martinelli (unan.) to elect Claire Molesworth President, Nancy Torrey Vice President, and keep advisory committees unchanged, with Billy Pierce taking the place of David Kimball on the Human Resources Advisory Committee.

### **Action Item #4 – Approve and Adopt RESOLUTION OF INTENTION TO APPROVE AN AMENDMENT TO THE TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS BOLINAS FIRE PROTECTION DISTRICT.**

MSC Torrey/Dunne (unan.) to approve the Resolution of Intention.

Pres. Molesworth asked Admin. Mgr. Isaac Taylor to introduce the resolution. Isaac explained that this resolution is the next step in a process begun in 2021, when Isaac and Chief Krakauer realized he had been enrolled in the District's CalPERS retirement plan in the Safety category, although employees with primarily administrative duties do not qualify for that category. Subsequently, Isaac was unenrolled, and the District began a process to amend their contract with CalPERS to include a Miscellaneous category, so that Isaac will be able to reenroll. Isaac noted that CalPERS first completed an actuarial

valuation of the proposed amended contract, and welcomed CalPERS actuary Shelly Chu, who joined the meeting to answer any questions.

Dir. Torrey asked Shelly whether Isaac would receive credit for the full time of his service. Shelly answered that the valuation assumes that Isaac would receive credit for all prior service, which would be transferred to the Miscellaneous plan once the amendment is approved. She noted, however, that the contribution formula would be different. Chief Krakauer and Pres. Molesworth thanked Shelly for her work on the contract amendment valuation, and for attending the District board meeting.

**Action Item #5 – Approve Resolution 197-2022, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BOLINAS FIRE PROTECTION DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR OF THE STATE OF CALIFORNIA ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF BOLINAS FIRE PROTECTION DISTRICT FOR THE PERIOD OF JANUARY 27TH, 2021 TO FEBRUARY 26TH, 2021, PURSUANT TO BROWN ACT PROVISIONS.**

MSC Torrey/Martinelli (unan.) to approve Resolution 197-2022.

#### **CONSENT CALENDAR**

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

#### **BOARD MEMBER REPORT**

Pres. Molesworth attended her first Marin Wildfire Prevention Authority board meeting on Thursday, January 20<sup>th</sup>. She shared that the board approved a document outlining objectives for the year, and received a report from Fire Safe Marin on the most recent series of Chipper Days which showed overwhelming support and satisfaction with that program from residents. There was also an informative educational session hosted by MWPA Planning and Programming Manager Anne Crealock on CEQA compliance.

#### **COMMITTEE REPORTS**

Human Resources Advisory Committee – Dir. Torrey shared that the HR Advisory Committee met in early January to discuss staffing needs and how the District can better meet the needs of the community. The committee plans to meet again in early February to review proposals for staff salary and wage increases, and a potential new position.

Finance Advisory Committee – No update.

Operations Working Group – No update.

#### **PERSONNEL MATTERS**

None.

#### **ANNOUNCEMENTS**

None.

**GOOD OF THE ORDER**

Dir. Torrey and Dir. Dunne welcomed Billy Pierce to the Board of Directors and voiced their appreciation for his service.

**ADJOURNMENT**

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 8:06 P.M.

Respectfully submitted,

Isaac Taylor  
Administrative Manager

Note: Minutes of all Board meetings are available for review on the District's website.