

Minutes from the January 30<sup>th</sup>, 2023, Bolinas Fire Protection District Board Meeting, Via Zoom.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:02 P.M. Vice Pres. Torrey, Dir. Pierce, Dir. Martinelli and Dir. Dunne were present. Also present: Chief Krakauer and Administrative Manager Isaac Taylor.

Pres. Molesworth asked for unanimous consent to approve the Agenda, with item 5a moved to the top. Seeing no objections, the Agenda is approved as amended.

**PUBLIC EXPRESSION**

None.

**CHIEF'S REPORT**

**MERA**

Chief Krakauer attended the MERA meeting on Wednesday, January 25<sup>th</sup>. He advised board members of the upcoming need for action to re-establish the Districts designee and alternates to the MERA Governing Board. Chief Krakauer plans to continue as the lead, with Isaac Taylor as alternate. Asst. Chief Marcotte will continue serving on the operations committee.

**Chiefs**

Chief Krakauer attended a Chiefs meeting on Thursday, January 19<sup>th</sup>. He reported on an "action alert" received from the California Special Districts Association, encouraging districts to consider a resolution of opposition to proposed ballot initiative #21-0042A1, which according to CSDA "could severely restrict [public agencies'] ability to meet essential services and infrastructure needs." Chief Krakauer shared that more information is available on request.

**MWPA**

Chief Krakauer was unable to attend the January MWPA meeting, but reported that Stinson Beach Fire Chief Jesse Peri was elected chair of the operations committee.

**Prevention**

Chief Krakauer reported that Firesafe Marin will be putting on their second annual wildfire prevention festival "*EMBER STOMP*" on May 20<sup>th</sup>, 2023 at the Marin Civic Center. This free event focuses on wildfire safety with demonstrations and exhibits.

Pres. Molesworth added that this event was reported to be very successful for sharing application and eligibility information for MWPA's residential grants program.

**Roads**

Chief Krakauer has been coordinating with County DPW to remove storm debris and resolve resident concerns. He gave a tour and provided DPW officials with maps and additional information. Pres. Molesworth and Vice Pres. Torrey sought clarification about which areas were maintained by the County, and Chief Krakauer responded that the County maintains most paved roads, and additional areas on County property or public easements.

Chief Krakauer also reported substantial communication and coordination with PG&E to resolve storm-related issues with power lines and nearby trees.

## **Inspections**

No update.

## **Planning**

No update.

## **Grants**

The District was notified that the 2022 FEMA Assistance to Firefighters application for grant funding for turnouts was not selected. We intend to submit a reworked proposal for the upcoming grant period.

## **Training**

Chief Krakauer reported that training has been focused on the District's new UTV, Utility 241. Tomorrow, Asst. Chief Marcotte will lead a small crew to observe and assist a controlled burn at Audubon Canyon Ranch with their Fire Forward team. A Nixle alert has been scheduled to alert the public to these activities. The District is also working on medical skills and maintaining firefighters' EMT certifications.

Firefighter Emily Easom just completed a chainsaw training, also hosted by the Fire Forward team at Audubon Canyon Ranch.

## **Volunteers**

The Association is in talks with two new potential volunteers, and accepted the resignation of one former volunteer.

## **Apparatus**

Utility 219 received an in-house service, and is currently at the County radio shop in San Rafael for installation of "hi-low" evacuation sirens. All District apparatus are now equipped with these evacuation sirens. The slip-on rescue and hose pump module has been installed on Utility 241.

## **Disaster Council**

Asst. Chief Marcotte intends to schedule a meeting of the Disaster Council in February to bring our newest area coordinators up to speed. Marcotte and IT Specialist Ian Johnson also hope to schedule a drill where the Emergency Operations Center will be set up at the fire station.

## **Resource Recovery**

No update.

## **Buildings and Grounds**

The District completed repairs to the roof of the fire station and clinic, after damage sustained during the recent storms.

## **General Operations/Administration**

During the first round of extreme weather beginning January 4th, the department responded to seventeen calls over thirty-six hours. An additional twelve calls came during the second round. While responding to a report of a chimney fire, firefighters and engines were briefly stranded downtown between two large trees that fell along Terrace Ave. and Mesa Rd. Utility 241 made access via the BCPUD sewer ponds, and PG&E expedited service to remove one tree, allowing firefighters and engines to return to the station.

Pres. Molesworth asked about an additional overnight call for a structure fire, and Chief Krakauer affirmed that the structure fire occurred later that night, in the early morning of January 5th, during the first round of storms.

Chief Krakauer reported no injuries to personnel or significant damage to equipment or facilities, and reported good performance and camaraderie among volunteers and staff. He gave special thanks to Asst. Chief Marcotte and Capt. Pete Smith. Pres. Molesworth thanked and commended staff and volunteers for their service. Vice Pres. Torrey and Dir. Pierce also gave thanks to Chief Krakauer and his team.

Chief Krakauer noted the annual deadline for filing Form 700 with the County Department of Elections, and noted that Isaac Taylor would be emailing more information.

Isaac Taylor and Ian Johnson continue to coordinate with AT&T to switch the District's internet and VOIP telephones to an upgraded circuit, which will allow more simultaneous telephone calls once complete.

### **Personnel**

Capt. Smith has returned to light duty, and is expected to return as a regular duty officer by approximately early March.

## **GENERAL BUSINESS**

### **Action Item #1 – Review and Accept Draft Audited Financial Statements. Paul Kaymark of Nigro & Nigro, PC will join**

Pres. Molesworth asked for unanimous consent to accept the draft audited financial statements prepared by Paul Kaymark of Nigro & Nigro, PC. Seeing no objections, the statements are accepted.

Pres. Molesworth welcomed Mr. Kaymark and thanked him for attending the rescheduled special meeting.

Mr. Kaymark shared a detailed summary of the District's audited financial statements for FY21-22, beginning with a full-accrual basis statement of activities as of June 30, 2022.

Pres. Molesworth asked Isaac Taylor if a decrease in reimbursement income was due to a reduction in requests for resources on incidents outside of the District, and Isaac responded that it was. Though the District was reimbursed in early 2021 for equipment and personnel sent to wildland fire incidents outside the District in fall 2020, no such requests or reimbursements were made during FY21-22.

Pres. Molesworth added that the Finance Advisory Committee met on January 24<sup>th</sup> to review the statements in more detail, and thanked Paul Kaymark and Stacy Macias of Nigro & Nigro, PC for also attending that meeting.

Mr. Kaymark shared that the finalized report will be shared with the District in the coming weeks, bringing the annual audit to a conclusion. Audited financial statements will immediately be published on the District's website.

### **Action Item #2 – Election of Officers and Formation of Committees**

MSC Torrey/Martinelli (unan.) to reelect Dir. Molesworth as President, Dir. Torrey as Vice President, and keep the finance and human resources advisory committees unchanged. Pres. Molesworth thanked all members for their service.

### **CONSENT CALENDAR**

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

AYES: Molesworth, Torrey, Pierce, Martinelli, Dunne.

NOES: None.

ABSENT: None.

Pres. Molesworth pointed out significant income reported in December, and Isaac Taylor confirmed the preliminary reporting of semiannual property tax revenue, which is expected to be finalized soon.

### **BOARD MEMBER REPORT**

Pres. Molesworth attended the January MWPA Board meeting and reported no major updates. She did note that MWPA would be moving to in-person meetings in March, and asked other directors to consider volunteering as an alternate for future meetings.

### **COMMITTEE REPORTS**

Human Resources Advisory Committee – No update.

Finance Advisory Committee – Pres. Molesworth and Dir. Dunne reported reviewing audited financial statements and discussing media training for District personnel.

Operations Working Group – No update.

### **PERSONNEL MATTERS**

None.

### **ANNOUNCEMENTS**

None.

### **GOOD OF THE ORDER**

Chief Krakauer thanked Board members for their continuing service, and for their assistance with media interest regarding recent storms. Isaac Taylor welcomed back Vice Pres. Torrey and Dir. Pierce from overseas trips, and thanked all Directors for their flexibility in rescheduling this meeting.

### **ADJOURNMENT**

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 7:45 P.M.

Respectfully submitted,

Isaac Taylor  
Administrative Manager

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