

Minutes from the February 28th, 2024, Bolinas Fire Protection District Board Meeting at the Bolinas Fire Station.

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

Pres. Molesworth asked for unanimous consent to approve the Agenda. Seeing no objections, the Agenda was approved.

PUBLIC EXPRESSION

None.

CHIEF'S REPORT

MERA

Chief Krakauer attended the MERA meeting today. The Next Gen system is scheduled to be activated by midyear. This system will be tied to the new County emergency dispatch center, which will be active just a few months later. As part of the new radio system, the District expects to receive new pagers.

Chiefs

Chief Krakauer was unable to attend the February Chiefs' meeting, as he was meeting with representatives from BCPUD and PG&E to survey damage in the area of Mesa Rd and Olema-Bolinas Rd.

MWPA

Chief Krakauer attended one MWPA Operations Committee meeting since the last board meeting. They discussed the March 31st deadline for project proposals, and Chief Krakauer also met with other West Marin agencies to discuss coordinating efforts for those proposals.

Prevention

Chief Krakauer reported that MWPA Chipper Day events have been doubled for 2024, and are set to begin in April. The District will again offer its own additional Chipper Days, with a schedule to be determined.

Roads

Chief Krakauer reported some roads damage from the February 4th storm. Paradise Valley Rd suffered a significant slide, which has thankfully been repaired by a County DPW crew. The incident prompted a discussion with area landowners about the potential for a new emergency access road to connect Paradise Valley with Horseshoe Hill Rd.

Mesa Rd was closed due to downed trees and power lines, and later for cleanup and repairs. Pres. Molesworth asked about the status of Chief Krakauer's proposal to PG&E to place power lines underground, and Chief Krakauer stated that he is still hoping for a positive response to the proposal, and will follow up.

Inspections

No update.

Planning

No update.

Grants

Chief Krakauer reported that Isaac Taylor submitted a Cal FIRE Wildfire Prevention Grants proposal for fuel reduction work in the area of Mesa Rd and Olema-Bolinas Rd, in partnership with Conservation Corps North Bay and the BCPUD.

Chief Krakauer reported that he and Isaac Taylor met with BCPUD administrators to discuss a PG&E grant opportunity for fuel reduction within 500 feet of their assets. Isaac Taylor shared that he is submitting a proposal to the FEMA Assistance to Firefighters grant program for new, compliant PPE for all volunteer firefighters.

Training

Chief Krakauer reported that training has been focused on our new SCBAs. Nearly all firefighters have been trained, and the system will be put into service soon. Last night's training was focused on forcible entry. Asst. Chief Marcotte has also been assisting with recertification of most of the department's EMTs. Chief Krakauer reported that he will be attending the Wildland Urban Interface (WUI) conference over three days in late March.

Volunteers

Chief Krakauer reported one new volunteer, Caleb Norton, has been voted in by the association. Chief Krakauer welcomed Caleb and recognized his value to the department.

Apparatus

Utility 219 received its annual service last week.

There was a minor accident involving Engine 285 that destroyed one of its cabin doors when it collided with the engine bay door frame. The door track sustained damage, which has been repaired, and additional in-house repairs are planned for minor damage to the door frame.

Disaster Council

Chief Krakauer, Asst. Chief Marcotte, and Stinson Beach Fire Chief Jesse Peri met with Director Steven Torrence of the Office of Emergency Management and Bolinas-Stinson Union School District Interim Superintendent Leo Kostelnik to discuss a new facility use agreement for an emergency shelter at the Bolinas-Stinson School. The Disaster Council will be inventorying their emergency supplies currently stored at Commonweal, and may relocate some of the supplies.

Resource Recovery

Chief Krakauer reported that the Resource Recovery Site was temporarily closed due to oversaturated grounds. A 25-yard container has been rented to temporarily store deposited green waste, until the site can dry out and get resurfaced.

Buildings and Grounds

Chief Krakauer reported that volunteer IT Specialist Ian Johnson has been onsite conducting minor repairs and technology upgrades. Chief Krakauer thanked Ian for his assistance.

Chief Krakauer reported that the station's gas pump is malfunctioning and needs to be replaced. The expense will be shared between the four agencies who share the aboveground fuel tank.

Annual backflow testing on the station's water suppression system revealed the need to rebuild an 8" outside yoke valve.

The roof of the clinic and fire station required minor shingle repairs following February storms.

Minor plumbing repairs were completed in the fire station kitchen, and we are investigating an apparent leak in the lift station sewer lateral allowing groundwater intrusion.

General Operations/Administration

Chief Krakauer reported that 18 calls were responded to during the storm on February 4th. The District participated in a pre-position task force by contributing an engine and crew for two consecutive 48-hour shifts, for which it expects to be reimbursed by Cal OES. Chief Krakauer commended firefighters for their collaborative effort, and thanked Capt. Martinelli for his guidance.

Isaac Taylor has reestablished the District's 457 deferred compensation plan, which is now available to all employees.

With regard to the new schedule, Chief Krakauer noted that hourly rate changes have been calculated to ensure continuation of current total pay for all firefighters. Annual performance evaluations will be scheduled for this Spring, and further discussions regarding pay adjustments will occur in conjunction with FY24-25 budget planning.

Isaac Taylor reminded board members to complete their required Ethics and Sexual Harassment Prevention training, available through the CSDA website. He also reminded board members to file their annual Form 700 Statement of Economic Interests no later than April 8.

Personnel

Chief Krakauer reported that Tracie Corazzini started last week as the District's new full-time Duty Officer. She brings substantial firefighting and first responder skills and experience, and is off to a great start. Firefighters are also moving from a 4-day schedule to a 3-day regular schedule with overnight duty. Chief Krakauer thanked the Finance and Human Resources Advisory Committees for their assistance in this hiring and rescheduling process.

GENERAL BUSINESS

Action Item #1 – Review and Approve Publicly Available Pay Schedule for 2023-2024

MSC Torrey/Dunne (unan.) to Approve the Publicly Available Pay Schedule for 2023-2024.

Isaac Taylor explained the CalPERS requirement for a publicly available pay schedule, which sets the minimum and maximum compensation for all positions in the department each year. The schedule will be updated and brought to the board for approval again at the beginning of next fiscal year.

Action Item #2 – Review and Accept 2022-23 Special Tax and Bond Accountability Report (SB 165)

Isaac Taylor explained that this report is required to be submitted to the governing board of agencies which have issued a special tax for a bond. This pertains to the District's special tax and bond for construction of the Bolinas fire station. No board action is required.

CONSENT CALENDAR

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

BOARD MEMBER REPORT

Pres. Molesworth attended the March MWPA Board Meeting, and reported an effort to begin referring to the agency as "Marin Wildfire," with the goal of increasing public recognition. Pres. Molesworth also mentioned that she plans to attend an upcoming MWPA field trip to view its eucalyptus fuel reduction project in the San Anselmo-San Rafael area. Finally, Pres. Molesworth mentioned a new MWPA report detailing the accomplishments of the agency in terms of tons of fuel removed and other metrics.

COMMITTEE REPORTS

Human Resources Advisory Committee – No update.

Finance Advisory Committee – Pres. Molesworth reported a meeting of the Finance Advisory Committee, where the committee discussed preliminary budgeting, the new schedule configuration, and potential additions to the District's investment account.

Operations Working Group – No update.

PERSONNEL MATTERS

None.

ANNOUNCEMENTS

None.

GOOD OF THE ORDER

Vice Pres. Torrey commended the staff for its work during February storms, and for making the fire station available to the community for charging and internet access.

Dir. Pierce commended the department's public communications during the storm, including a shelter-in-place order and updates on Nextdoor.

ADJOURNMENT

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 7:59 P.M.

Respectfully submitted,

Isaac Taylor
Administrative Manager

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