

Minutes from the April 26<sup>th</sup>, 2023, 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. Pierce, and Dir. Dunne were present. Dir. Martinelli joined at 7:02 P.M. Also present: Asst. Chief Marcotte and Administrative Manager Isaac Taylor. Chief Krakauer was away on vacation.

Pres. Molesworth asked for unanimous consent to approve the Agenda, with the amendment to remove item 5b. Seeing no objections, the amended Agenda is approved.

**PUBLIC EXPRESSION**

None.

**CHIEF'S REPORT**

**MEMBERS**

The April MEMBERS meeting was canceled.

**Chiefs**

Chief Krakauer was unable to attend the April Chiefs meeting, but was later notified it had been canceled.

**MWPA**

Chief Krakauer attended an MWPA meeting on April 12<sup>th</sup>, where members heard an overview of finances and draft project proposals for each zone. In Bolinas, defensible space inspections are expected to occur in August, including approximately 400 homes primarily on the Big Mesa. Core project funds in the West Marin zone will include fuel reduction work along County maintained evacuation roads, and a major focus on environmental study and compliance work in the coastal zone. As for MWPA local funds, Bolinas FPD intends to roll over funds to fiscal year 2024-2025, when parameters are expected to be in place for compliant work within the coastal zone. Chief Krakauer is working with NPS to hopefully treat an area on the Park and Fire District boundary near Schipper Lane, to create defensible space and slow a potential wildfire from progressive from the Park into the community.

Asst. Chief Marcotte shared that he met with the MWPA Technical Advisory Committee, where members decided that a share of the 20% discretionary funds from each agency's core funds allocation should be spent in the West Marin zone. The proposal is subject to approval of the MWPA executive committee and full board. With a large geographic area, extensive fuels, and limited full-time staff, it was agreed the West Zone may require some extra help, especially navigating Coastal Zone permitting and environmental compliance.

**Prevention**

Chief Krakauer discussed District wildfire preparedness and response in item 5c.

**Roads**

Chief Krakauer met with Gavin from Marin County Fire on April 11<sup>th</sup> to discuss the West Marin Evacuation Route Core Project. The two drove county roads in our District, and marked specific areas where work is needed. Work is expected to commence in early summer, but will be coordinated to avoid nesting bird season.

The District will be working again with Don Murch to mow some of the unincorporated roads on the Big Mesa, to ensure ingress and egress along key evacuation routes. This work is expected to occur in late May or early June.

### **Inspections**

No update.

### **Planning**

No update.

### **Grants**

No update.

### **Training**

Training has recently been focused on ladders, SCBAs, and engineering, and will shift to wildland firefighting in May.

Chief Krakauer attended a second series of officer training April 17-19<sup>th</sup> in San Ramon. This training focused on administrative duties such as budgeting, policies and procedures, record keeping, report writing, personnel evaluations and the organizational change process.

Asst. Chief Marcotte reported that he met with the new director of Marin County EMS, who is an EMR instructor, and expressed interest in offering an EMR class locally for West Marin volunteer firefighters. Tentatively, the class will be offered Friday and Saturday nights for a total of five weeks. More details will be made available at a later date.

### **Volunteers**

The annual Mother's Day Pancake Breakfast will return this year on May 14<sup>th</sup>, led by Capt. Pete Smith. Signs and advertising will be visible soon, and we hope to see everyone there. This community event promises great company and good food!

### **Apparatus**

Engine 283 received its annual service last week, and wildland engine 265 will get its annual service next week. Both engines are serviced by Donahue Truck Center in Cotati.

### **Disaster Council**

Asst. Chief Marcotte shared that the Bolinas Disaster Council will be convening next month for their annual meeting. The meeting will be an opportunity to introduce new area coordinators to existing members, and familiarize members with emergency operations equipment and procedures at the fire station.

### **Resource Recovery**

The Bolinas Resource Recovery Site will be coordinating with upcoming BFPD and MWPA Chipper Day events, to keep chipped material local. A grind was recently completed at the site.

### **Buildings and Grounds**

The District is awaiting receipt of a new septic lift station pump from City Sewer Pumping in Point Reyes. This will replace a faulty pump. We will also be evaluating our second pump, which may soon need replacement also.

## **General Operations/Administration**

The department remains busier than average, with 24 calls so far in April.

Chief Krakauer and Isaac Taylor continue to refine the draft budget for fiscal year 2023-2024, which have its first reading at the regular board meeting in May.

Planning continues for this year's Chipper Day events, which are being promoted in the Hearsay, on Nextdoor, and on the District's website ([www.bolinasfire.org](http://www.bolinasfire.org)).

The District is finalizing MWPA project proposals for FY2023-2024, which are due by the end of May.

Chief Krakauer and Isaac Taylor met with Stinson Beach Fire Chief Jesse Peri and Administrative Specialist Carey Crosby, where they discussed investment policy and strategy and hiring and scheduling practices.

The District was approached again by the firm Archive Social, a vendor that archives public agency social media content. However, the firm caters primarily to larger agencies, and does not offer archive services for Nextdoor. At this time, we are still evaluating the scope and need for social media record keeping.

## **Personnel**

Chief Krakauer has completed annual performance evaluations for paid staff, and will be meeting with Administrative Manager Isaac Taylor and the Human Resources Advisory Committee on May 4<sup>th</sup> to discuss wage and salary proposals for the upcoming draft budget.

## **GENERAL BUSINESS**

### **Action Item #1 - Approve Resolution 214-2023, Authorizing Participation in and Approving the Amended and Restated Joint Exercise of Powers Agreement of the Fire Risk Management Services Joint Powers Authority**

MSC Dunne/Martinelli (unan.) to approve Resolution 214-2023.

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

NOES: None.

ABSENT: None.

Isaac Taylor explained that the District's Workers Compensation insurance provider, FASIS, is merging with the Fire Districts Association of California (FDAC). In order to continue coverage, the governing boards of FASIS member agencies are required to authorize the new JPA agreement between FASIS and FDAC.

Vice Pres. Torrey noted a 3-year commitment in the agreement language, and asked if that was a concern. Isaac Taylor responded that the District has been a member of FASIS for at least twenty years, and believes continued membership to be the best solution for the providing the insurance necessary for staff and volunteers. Dir. Martinelli shared that FASIS is the provider utilized by most agencies who are not large enough to self-insure.

Vice Pres. Torrey asked if the newly combined organization will offer additional health or insurance benefits. Isaac Taylor responded that he will investigate the additional "health and welfare" benefit program offerings, but believes workers compensation insurance will remain the essential product.

### **Discussion Item #1 – District Wildfire Preparedness and Response**

The District will offer six Chipper Days, and MWPA will offer five week-long Chipper events this season, meaning there will be a Chipper Day event at least once every two weeks from late May to October. The District has begun advertising these events on our website, in the Bolinas Hearsay, on Nextdoor, and around town. New this year, MWPA is also allowing residents to apply online if they have piles of brush that exceed maximum dimensions for regular Chipper Day events. Residents can submit a Large Pile Request Form by visiting [chipperday.com/marin](http://chipperday.com/marin).

A Bolinas fire season postcard will go out in mid-May with information on wildfire safety and preparedness such as defensible space and home hardening grants, Chipper Days, new Hi-Lo sirens for evacuation, mobile notification systems Alert Marin and Nixle, NOAA emergency alert weather radios, and evacuation tags from the Marin County Sheriff's Office.

The District plans to purchase a portable Long-Range Acoustic Device (LRAD), which can be mounted on a vehicle and loaded with pre-recorded messages or new messages as needed. We believe this device could be extremely useful for evacuations and emergency notifications in scenarios such as wildfire or tsunami.

Asst. Chief Marcotte recently procured thirty additional NOAA radios from Marin County Disaster Council, and we plan to offer them at the upcoming Mother's Day Pancake Breakfast. Isaac Taylor remarked that these radios are not a perfect tool, but provide an additional layer of emergency notification when combined with tools like Alert Marin, sirens, and acoustic devices.

### **CONSENT CALENDAR**

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

### **BOARD MEMBER REPORT**

No update.

### **COMMITTEE REPORTS**

Human Resources Advisory Committee – No update.

Finance Advisory Committee – The Finance Advisory Committee met on April 4<sup>th</sup> to review an early version of the draft budget for FY23-24. It was agreed that personnel expenses and future personnel planning should be a primary focus of attention. Increases are projected for salary and wage adjustments and a prospective new firefighter position slated for early 2024.

Operations Working Group – No update.

### **PERSONNEL MATTERS**

None.

### **ANNOUNCEMENTS**

None.

**GOOD OF THE ORDER**

Pres. Molesworth thanked Isaac Taylor and Asst. Chief Marcotte for filling in during Chief Krakauer's well-deserved vacation.

**ADJOURNMENT**

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 7:36 P.M.

Respectfully submitted,

Isaac Taylor  
Administrative Manager

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