

Minutes from the December 18th, 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 7:01 P.M. Dir. Martinelli and Dir. Dunne were present. Also present: Chief Krakauer and Administrative Manager Isaac Taylor. Vice Pres. Torrey and Dir. Pierce were 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/Chiefs

Chief Krakauer reported that West Marin Fire Chiefs met with members of Marin County Fire Department's Emergency Communications Center to discuss issues related to the MERA Next Generation Radio Communication System interfacing with new pagers. Chief Krakauer also reported that department pagers have been reprogrammed so that they interface better with the MERA system and dispatch center, and that Ian Johnson is working on a system to use overhead speakers and a pager for fire station dispatch alerts.

MWPA

No update.

Prevention

Chief Krakauer reported he is working on a Defensible Space inspection plan for 2025 that will include both developed and vacant lots.

Roads

Chief Krakauer reported a significant landslide on the little Mesa, shutting down Cliff and Crescente roads for approximately 24 hours. Chief Krakauer noted these roads are private, and residents are coordinating on mud removal and other repairs.

Chief Krakauer also reported several downed trees along Mesa Road west of Overlook.

Inspections

No update.

Planning

No update.

Grants

No update.

Training

Chief Krakauer reported that training is on break for the holidays until the second week in January.

Volunteers

Chief Krakauer reported one new potential volunteer recruit. Over the last year, the department has lost five volunteers, and added two new volunteers and one resident firefighter.

Chief Krakauer noted the annual Volunteer Raffle was a success, and thanked Meg Gould for her efforts organizing the raffle.

Apparatus

Chief Krakauer reported that Engine 285 is still experiencing intermittent check engine lights, which are being investigated. New tires have been installed on command vehicle Utility 219.

Disaster Council

Chief Krakauer reported that Asst. Chief Marcotte had a meeting and training with Disaster Council Area Coordinators on Monday to kick-off the new year. They discussed a community outreach plan to improve emergency communications.

Resource Recovery

No update.

Buildings and Grounds

Chief Krakauer reported Ian Johnson is continuing to work on small repairs and projects around the station. Chief Krakauer also reported the department will be cleaning out unneeded items from the fire station attic.

Chief Krakauer reported that repairs were completed this morning on the department's aboveground fuel tank, and it passed its annual air quality test after the repair. Because of the age and overall condition of the tank, the inspector recommended replacing the tank in the near future, and Chief Krakauer is beginning to look into replacement options and costs.

General Operations/Administration

Chief Krakauer summarized the department's response to the recent tsunami warning, which became something like an evacuation drill. The department deployed its Long-range Acoustic Device (LRAD) and other notification systems. The community responded quickly and evacuated from downtown to the Mesa. Asst. Chief Marcotte attended an after-action meeting today with Marin County Office of Emergency Management. Chief Krakauer reported that approximately ten Bolinas volunteers responded for the evacuation effort.

Chief Krakauer reported continuing high call volume, especially during the recent storms.

Chief Krakauer reported that he is focused on personnel and staffing, including intensified training of the department's newest volunteers. Asst. Chief Marcotte will be putting on a driver class next month for up to twenty West Marin volunteer firefighters.

Isaac Taylor reported that the final audit adjustments and requests have been completed, and a draft audit is expected to be presented for approval at the January board meeting.

Isaac Taylor reported that the District is seeking further information from Octagon Towers regarding their proposal for a new lease of the AT&T cellular tower with the possible addition of a second carrier.

Isaac Taylor reported that the District has acquired a new laptop for Chief Krakauer, and he and Ian Johnson are working with Chief Krakauer to transition to a new mobile office configuration.

Isaac Taylor also reported that Marin County Free Library will begin hosting a free English as a Second Language class Mondays in the fire station community meeting room.

Personnel

Chief Krakauer requested a moment of silence for the passing of Capt. Peter Smith, and noted the department continue to feel Capt. Smith's absence. He reported that department personnel attended a guided grief counseling session last night at the fire station, and thanked the community for all their support.

GENERAL BUSINESS

Action Item #1 – Administer Oaths of Office to Directors Appointed In-Lieu of Election in November 2024

Following their appointment in-lieu of election in November 2024, Dir. Chris Martinelli and Dir. Simon Dunne swore or affirmed their oaths of office before Pres. Claire Molesworth. Dir. Billy Pierce will take the oath of office as soon as he is able to attend the next regular monthly board meeting.

Action Item #2 – Review and Approve Publicly Available Pay Schedule for 2024-2025

MSC Martinelli/Dunne (unan.) to approve the Publicly Available Pay Schedule for 2024-2025.

Isaac Taylor reported this schedule is an annual requirement for CalPERS member agencies. The department has adjusted the minimum hourly rate for firefighters and the maximum hourly rate for Duty Officers to accommodate anticipated staffing needs.

Action Item #3 – Review and Approve 2025 Regular Board Meeting Schedule

MSC Dunne/Martinelli (unan.) to approve the 2025 Regular Board Meeting Schedule.

Meetings will continue on the fourth Wednesday of each month at 7:00 pm, moving to the third week during November and December to accommodate holiday schedules.

CONSENT CALENDAR

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

Isaac Taylor noted that details of tax revenue received in November and December was not available at the time of reporting, but will be reflected in January reporting.

BOARD MEMBER REPORT

No update.

COMMITTEE REPORTS

Human Resources Advisory Committee – No update.

Finance Advisory Committee – No update.

Operations Working Group – No update.

PERSONNEL MATTERS

- a. Public Employee Employment, Pursuant to California Gov. Code section 54957(b)
Title: **Fire Chief**

Pres. Molesworth reported that the board approved an amended employment agreement for the Fire Chief.

- b. Public Employee Employment, Pursuant to California Gov. Code section 54957(b)
Title: **Duty Officer**

No action was taken.

ANNOUNCEMENTS

None.

GOOD OF THE ORDER

Pres. Molesworth acknowledged the tremendous loss of Capt. Peter Smith, and commended everyone in the department for rallying together to support each other in this difficult time.

ADJOURNMENT

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 9:08 P.M.

Respectfully submitted,

Isaac Taylor
Administrative Manager

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