

Minutes from the June 23rd, 2021, Bolinas Fire Protection District Board Meeting, Via Zoom.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:05 P.M. Vice Pres. Kimball, Dir. Torrey, Dir. Dunne, and Dir. Martinelli were present. Also present: Chief Krakauer and Administrative Manager Isaac Taylor.

Pres. Molesworth asked for unanimous consent to approve the Agenda with the amendment to move item 5c to the beginning of the meeting. Seeing no objections, the Agenda is approved.

Discussion – BCLT Use of Bolinas Fire Station Restrooms & Utilities (Annie O’Connor)

BCLT Project Manager Annie O’Connor described the organization’s need for a physical office space, and the current lack of available commercial rental properties elsewhere in Bolinas. She presented BCLT’s request to share District utilities and restroom facilities with a portable office building BCLT is hoping to place on Mesa Park property, near the fire station. Details are preliminary, but the request is expected to be for two years, and BCLT would pay fees for their share of utility costs. Annie noted that Mesa Park has also expressed interest in sharing the proposed office space. Annie shared that BCLT’s hope is to move into the offices by this fall. Vice Pres. Kimball voiced his support for working with BCLT and Mesa Park to conduct a feasibility study, and asked about the number of staff expected to occupy the offices. Annie O’Connor responded that up to six or seven people may use the space for occasional meetings, but on an average day only two to four people would occupy the space. Board members expressed no objections to continuing study of the proposed arrangement.

PUBLIC EXPRESSION

No additional general public expression.

CHIEF’S REPORT

MERA

Chief Krakauer attended a MERA meeting on Wednesday, June 23rd. He reported that all new mobile radios have been installed on District vehicles, and all new portable radios have been delivered.

Chiefs

The Chiefs’ meeting was cancelled this month.

Prevention

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

Roads

Chief Krakauer reported that the County parking proposal supported by the District will go before the Board of Supervisors on July 15th, with implementation targeted for later this fall. Due to a property line dispute, two proposed parking spots on Terrace Avenue are likely to be eliminated from the proposal, but this does not affect the District.

Grants

The District is awaiting the decision on a CAL FIRE Fire Prevention Grant proposal for additional funds to support the purchase of a replacement loader at the Resource

Recovery Site. We also continue to await the decision on a regional FEMA grant proposal for replacement SCBA's for West Marin's volunteer fire departments.

Training

Training has been focused on wildland firefighting, in preparation for this week's wildland academy and upcoming fire season.

Volunteers

Chief Krakauer confirmed that all volunteer firefighters and administrative staff are now enrolled in AirMedCare air ambulance insurance thanks to the Bolinas Volunteer Firefighters Association.

Apparatus

Firefighter Joe Walker and Asst. Chief Marcotte plan to replace leaking check valves on engine 285.

Disaster Council

Asst. Chief Marcotte attended the wildland fire academy and was unable to attend tonight's meeting.

Ian Johnson is working with RACES to obtain an emergency HAM radio, to serve as a backup for our other radio systems in case of a major disaster. Vice Pres. Kimball asked if this would require a licensed operator. Chief Krakauer confirmed it would, and that hopefully a member of Disaster Council can become licensed, but that RACES also agreed to provide an operator if they can access the station.

Resource Recovery

BFPD and Stinson Beach Fire Protection District were jointly awarded \$125,000 from Marin Wildfire Protection Authority to support the purchase of a replacement front loader for the Resource Recovery Site. The purchasing decision is on hold pending the outcome of a supplemental CAL FIRE grant proposal.

Buildings and Grounds

Chief Krakauer is working with Mesa Park to do some fuel reduction work around the park, and sent a letter to the Mesa Park board at the request of manager Michael Cavette. Mesa Park is an important Community Refuge Area.

General Operations/Administration

Chief Krakauer reported that July 4th festivities have been cancelled. He spoke with a Lions Club representative Matt Lewis and they plan to discuss the possibility of increased weekend staffing with the Marin County Sheriff's Office. Chief Krakauer plans to work through the weekend with one additional firefighter.

Chief Krakauer met with Vice Pres. Kimball, Asst. Chief Marcotte, and Isaac Taylor to discuss next steps for the new District communications plan, which will include a series of newsletters and postcards. The first newsletter is being drafted and will be distributed for board approval prior to publication in July. We are also exploring the construction of a firehouse chalkboard to be placed along Mesa Road, similar to the sign in front of Bolinas School.

Chief Krakauer and Isaac Taylor met with the Nigro & Nigro audit team last week to discuss preliminary audit work, and Isaac is working with our bookkeeper. We are anticipating a smooth process going forward.

The District is evaluating ongoing biweekly community testing for COVID-19.

Chief Krakauer and Stinson Beach Fire Chief Jesse Peri presented on fire safety to the State of the Lagoon meeting.

The District opened the community meeting room to groups of less than ten people, now that state mask mandates have expired for vaccinated adults. Unvaccinated participants are still required to wear a mask. We currently have one art class utilizing the room.

Personnel

Chief Krakauer invited new Stinson Beach Fire Protection District Chief Jesse Peri to attend the next regular meeting of the BFPD Board of Directors, and offered the same to SBFPD. Chief Krakauer sees this as a positive and essential relationship with our closest colleagues in the fire service.

Chief Krakauer reported that he has completed annual employee performance evaluations, and is currently holding one-on-one meetings with each of the volunteers. This process has been positive, and a good opportunity for constructive feedback on how the District can improve its services and operations.

Chief Krakauer is also working with Marin Local Agency Formation Commission to explore potential opportunities for shared services.

GENERAL BUSINESS

Action Item #1 – Approve Final Budget FY 2021/2022

MSC Torrey/Dunne (unan.) to approve Final Budget FY 2021/2022.

Isaac Taylor summarized expense changes in payroll, classes, and prevention projects. Chief Krakauer thanked Dir. Torrey, Dir. Martinelli, and Pres. Molesworth for their review, support, and input on the budget. Pres. Molesworth thanked Chief Krakauer and Isaac Taylor for their work and presentation of the budget.

Action Item #2 – Approve Standing Committees

MSC Dunne/Torrey (unan.) to approve Standing Committees.

Chief Krakauer described the proposed changes to standing committees: the former Personnel Committee will now be known as the Human Resources Committee, and include Dir. Torrey and Vice Pres. Kimball. Alongside Pres. Molesworth, Dir. Dunne will replace Dir. Kimball on the Finance Committee. The standing Building and Grounds Committee will be dissolved. Operational or building & grounds issues will be handled by ad hoc committee, as needed.

Discussion – District Wildfire Preparedness and Response

The District conducted its first Chipper Day on Saturday, June 19th. All 25 available spots were filled, and the event went well. The next date, July 17th, is nearing capacity. Chief Krakauer has requested one additional date. These events are sponsored by the Marin Wildfire Prevention Authority.

Defensible space evaluators, also sponsored by the MWPA, are expected to start work in Bolinas in August. This program will be highlighted in our upcoming newsletter, and two of our scheduled Chipper Days should fall after these evaluations are complete. The

District is also planning to augment defensible space evaluations with our own staff, including one resident firefighter who also works as a County defensible space evaluator.

The District has begun issuing defensible space compliance letters to owners of vacant lots, and we have been pleased to see work being completed on some of these lots already. Chief Krakauer clarified that these letters are only being sent to owners of lots identified as non-compliant.

Asst. Chief Marcotte and Chief Krakauer are creating a list of roads to target for this year's mowing of emergency egress routes on the Big Mesa. A portion of our MWPA local funds have been allocated for this project. To coordinate with bird nesting season, the work is slated for mid-August.

The District has sold approximately 70 NOAA Emergency Alert radios purchased with Disaster Council funds. We continue to advertise these on various platforms.

The District is distributing evacuation tags provided by the Marin County Sheriff's Office at the Post Office and fire station. If ordered to evacuate, residents are asked to place these tags in a location easily visible from the road to aid first responders. Dir. Torrey recommended the library as another good distribution location.

CONSENT CALENDAR

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

BOARD MEMBER REPORT

Vice Pres. Kimball updated the board on further planning efforts of the MWPA, who aim to set specific goals and metrics for their operational committees. New MWPA officer Anne Crealock is demonstrating her knowledge and experience of environmental compliance, and working closely with the recently-hired consulting firm to streamline CEQA compliance for core projects and coordinate with local agencies.

COMMITTEE REPORTS

Personnel Committee – Dir. Torrey reported that she is nearly ready to complete Chief Krakauer's annual evaluation, and reported a fruitful meeting with directors of Stinson Beach Fire Protection District, as they explore similar personnel considerations.

Finance Committee – No update.

PERSONNEL MATTERS

None.

ANNOUNCEMENTS:

None.

GOOD OF THE ORDER

Chief Krakauer thanked Dir. Martinelli and Marin County Fire for assisting Bolinas volunteers with live wildland fire training.

ADJOURNMENT

MSC Dunne/Kimball (unan.) to adjourn at 8:21 PM.

Respectfully submitted,

Isaac Taylor
Administrative Manager

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