

Minutes from the April 27<sup>th</sup>, 2022, Bolinas Fire Protection District Board Meeting, Via Zoom.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:10 P.M. Vice Pres. Torrey and Dir. Dunne were present. Also present: Chief Krakauer, Asst. Chief Marcotte, and Administrative Manager Isaac Taylor. Dir. Martinelli joined the meeting late. Dir. Pierce was absent.

Pres. Molesworth asked for unanimous consent to amend the Agenda to move item 5b to the beginning of the meeting. Seeing no objections, the Agenda is approved.

**PUBLIC EXPRESSION**

None.

**CHIEF'S REPORT**

**MEMBER REPORTS**

Chief Krakauer attended the MERA meeting on Wednesday, April 27<sup>th</sup>. He reported no major updates.

**Chiefs**

Chief Krakauer attended the monthly Chiefs meeting on Thursday, April 21<sup>st</sup>. There was a presentation on a new mental health platform for firefighters, which may eventually be available to Bolinas volunteers. MWPA Executive Officer Mark Brown gave an update. It was also noted that this year is a new fire code adoption year, and Chief Krakauer expects any amendments to come before the District Board for approval around October-November.

**MWPA**

Chief Krakauer and Asst. Chief Marcotte attended meetings of the Operations Committee and Advisory Technical Committee this month. The group is working to complete the 2022-2023 work plan. Although Bolinas FPD did not submit its own core project proposal for this year, we will benefit from the West Marin evacuation road clearing project, once it finally clears the Coastal Commission permitting process. Concurrently, the MWPA will be conducting a countywide evacuation study and a large fuel break on the ridge above Woodacre. West Marin agencies are also exploring a core project proposal for vehicle hi-low sirens for evacuation alert purposes.

The District will once again use its MWPA defensible space funding to pay for County evaluators, who are expected in Bolinas in late July. For our local prevention funding, we have proposed the purchase of a Utility Terrain Vehicle (UTV) with a slide-on pump and tank. This equipment will allow us to reach otherwise inaccessible areas, without relying on other agencies and private citizens. Pres. Molesworth asked about transporting the UTV to incidents, and Chief Krakauer explained that we will also be purchasing a trailer.

**Prevention**

Chief Krakauer has confirmed five District-sponsored Chipper Days for this fire season, along with two additional MWPA Chipper Days. The District will be advertising these dates and details immediately.

**Roads**

Chief Krakauer is coordinating with National Park Service officials to schedule mowing along both sides of Poplar Road as soon as possible.

The Bolinas Eucalyptus Project is pursuing a eucalyptus removal project on the BCPUD land at the corner of Mesa Rd. and Olema-Bolinas Rd., and are seeking a statement of support from the District. Chief Krakauer plans to request a meeting with Pres. Molesworth and Dir. Martinelli next month to discuss the request and the District's response.

### **Inspections**

Firefighters conducted three Fire and Life Safety business inspections in Bolinas this month, and will be inspecting the Bolinas School on Thursday, April 28<sup>th</sup>.

### **Grants**

No update.

### **Training**

Training has been focused on biannual EMT recertifications. Chief Krakauer's officer training class was unfortunately cancelled once again due to low enrollment, and he will be seeking future opportunities.

### **Volunteers**

The Bolinas Volunteer Firefighters Association is finalizing its updates to the organization's bylaws. The BVFA also plans to host its first Mother's Day Pancake Breakfast since suspending the annual event due to COVID-19.

### **Apparatus**

Engine 283 has its annual service, and had a small fuel leak repaired. Engine 265 will get its annual service next month.

### **Disaster Council**

The Area Coordinator position has now been filled by Abigail Bruce. Disaster Council members plan to assist with the Pancake Breakfast.

Asst. Chief Marcotte has been focused on CERT training.

### **Resource Recovery**

Chief Krakauer is exploring solutions to add an enclosure to the site to protect the new front loader from corrosion.

### **Buildings and Grounds**

The Skywalker Ranch Fire Chief has offered to donate a used SCBA air compressor, which may allow the department to fill its own SCBA cylinders, instead of relying on Stinson Beach Fire Department's air trailer.

Firefighters repaired a leak to the station's roof flashing, and Chief Krakauer had a broken fan motor repaired on one of the station's HVAC units. The District plans to have the Plymovent exhaust system and apparatus bay doors serviced after the start of the new fiscal year in July.

### **General Operations/Administration**

The District has been focused on MWPA project proposals, the recruitment process for hiring a new full-time firefighter, and budgeting for the upcoming fiscal year. A meeting of the Finance Advisory Committee to review the draft budget is scheduled for May 10<sup>th</sup>.

The District also expects to sign a new annual engagement letter with our auditors, Nigro & Nigro, PC.

### **Personnel**

One new guest attended training last night, and is interested in becoming a volunteer firefighter.

The department has been somewhat short-staffed, as several part-time employees have recently accepted full-time positions elsewhere.

The District is currently reviewing applications for the new full-time firefighter position, and will be meeting on May 3<sup>rd</sup> with the Human Resources Advisory Committee to go over next steps. Board members may be called upon to participate as interview panelists in May.

The District is also developing employee benefit, salary and wage adjustments to be included in the draft budget up for approval next month.

### **GENERAL BUSINESS**

#### **Action Item #1 – Approve Annual Audit Letter of Engagement with Nigro & Nigro, PC**

MSC Dunne/Martinelli (unan.) to approve the annual audit Letter of Engagement with Nigro & Nigro, PC.

Isaac Taylor introduced the action item, which is the first step in our annual audit process, and the third consecutive year the District has worked with Nigro & Nigro, PC.

#### **Discussion Item #1 – Terrace Avenue Ten-Year Geotechnical Study, with Ralph Camiccia**

Chief Krakauer introduced the discussion by summarizing a new proposal to use leftover project funds to conduct another geotechnical study of the Surfer's Overlook portion of Terrace Avenue, approximately ten years after the initial evaluation and repairs.

Ralph Camiccia provided additional details to the Board. Pres. Molesworth clarified with Ralph that the engineers' evaluation would be limited to observations of structural changes to the cliff, without making recommendations for specific repairs. Dir. Dunne asked whether the County had a financial responsibility for repairs along this section of their road. Dir. Torrey asked whether any repairs would need to obtain permits through the California Coastal Commission. Pres. Molesworth thanked Ralph for his time and work on this project, and asked him to keep the board informed of future developments.

### **CONSENT CALENDAR**

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

AYES: Molesworth, Martinelli, Dunne, Torrey.

NOES: None.

ABSENT: Pierce.

### **BOARD MEMBER REPORT**

Pres. Molesworth attended the monthly MWPA Board Meeting last Thursday, April 21<sup>st</sup>. There was a presentation from the Insurance Institute for Business and Home Safety, who have developed a certification program for homeowners who complete a prescribed list of home hardening, defensible space, and related fire prevention work.

The MWPA Board also approved a new Grants Specialist position to oversee their growing residential grants program, which aids with residential home hardening and defensible space projects, and approved a contract with Sonoma Technologies to develop software for community evacuation planning and safety.

### **COMMITTEE REPORTS**

Human Resources Advisory Committee – No update.

Finance Advisory Committee – No update.

Operations Working Group – No update.

### **PERSONNEL MATTERS**

None.

### **ANNOUNCEMENTS**

None.

### **GOOD OF THE ORDER**

None.

### **ADJOURNMENT**

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 8:15 P.M.

Respectfully submitted,

Isaac Taylor  
Administrative Manager

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