

**FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS' MEETING**

March 2, 2009
3111 Woodside Road
Woodside, CA 94062

Director Berger called the regular meeting of the WFPD Board of Directors to order at 7:00 pm.

Directors Present: Cain, Gardner, and Berger

Staff: Fire Chief Armando Muela, B/C Kevin Butler, B/C Emil Picchi, B/C Don Romero, B/C Dan Ghiorso, Fire Marshall Denise Enea, Administrative Assistant Pamela Van Horn.

ORAL COMMUNICATIONS – None.

CONSENT AGENDA:

Items 1 – 4 and 6 - 7 of the agenda were moved to the consent agenda and approved unanimously.

REGULAR AGENDA:

Item 5: Fiscal Year Spreadsheet. Director Berger requested an explanation as to how the actual payroll line for any month can exceed the estimated figure by as large an amount as it did in December 2008, as an example. Fire Chief Muela indicated that in most cases it is an employee payout and that he is advised whenever such a situation occurs. Mr. Berger requested that a footnote, stating the reason for the spike, be included in the spreadsheet whenever this situation occurs. Chief Muela accepted the responsibility to advise Business Manager Kate Edwards, who was not in attendance, of this request.

STAFF REPORTS:

OPERATIONS – The oil issue with E19 is increasing in severity. Every effort is being made to keep the engine running until its replacement arrives. The damage done by the water/coolant in the oil may reach a point at which it will render the engine non-functional, resulting in a reduced recovery value. The long-term solution to the problem is to rebuild the engine, a remedy too costly for its remaining life. The portable Kenwood Radios should be in service by 02/28/09. Once in service, the district will have the ability to communicate with surrounding areas, with the single exclusion of San

Francisco. The costs for 38 of the 47 radios ordered, and the associated software, were covered by the AFG, Assistance to Firefighter Grant. WFPD funded nine of the radios.

TRAINING – Battalion Chief Butler stated the current focus of training is “going back to basics” with the objective of doing more with less (money). The final probationary test is approaching. Nine applications were submitted for the Captain’s test occurring in April. Written policies and procedures have been released at a rate of up to two per month. Director Berger expressed concern that this rate might be too rapid to allow the firefighters to fully digest the new information. The B/C explained that very little of this is new information. The current effort reflects the District’s commitment to capture long-standing policies and procedures in written form. Our contact at Nummi, who provided the District with automobiles for rescue training purposes, has not been returning calls. The concern is that he may no longer be at Nummi. WFPD will be hosting wildland training for the county firefighters in April.

IT – B/C Romero reported that all standard IT maintenance was performed. Comments and corrections were incorporated into the district wall maps, including address detail of the surrounding districts. The final version is now posted at all stations.

EMS – B/C Picchi continued to participate in negotiations with AMR regarding the upcoming contract period. By design, no EMS classes were taught during the month of January. Personnel did attend outside training, however. All ambulance response counts were down from the previous month.

FIRE PREVENTION – Fire Marshall Denise Enea reported that the valuation of permit applications for the Town of Woodside is higher (by 37%) than that for the same period last year. The Town of Portola Valley figure is lower (by 63%) than the valuation for same period of last year. Funding requirements for the chipper program exceed what the district can provide. The towns may be willing to increase their contributions to the project. FM Enea is also seeking grant funds.

The Town of Woodside is making strides on wild land fire safety issues. After a successful Second Reading, the Town Council moved to adopt Building Code 7-A for the entire town, not just those areas labeled as being in the very high fire danger. The Town of Portola Valley and its residents are very concerned about the designation of any part of the town as a high fire danger area. PV residents are concerned with the District’s input to the state supporting the designation of very high fire danger areas. The Fire District based its recommendation on the criteria established by the state, the District was requested to provide input for the map to ensure safety of the residents. The Portola Valley Town Council is considering not accepting of the Cal Fire map. The Town Council will add this item to a future agenda. The Fire District will be working with PV Town Staff on addressing these safety issues.

A grant application has been submitted for the 2010 chipper program, framing the project as a potential countywide service. A current high priority consideration for grant applications is the number of people to be employed by the project.

NEW BUSINESS: The Directors were concerned about the ERAF contribution to revenue. So far, no information has been released on this subject. However, an investment statement is due soon. In lieu of encouraging and/or reliable information, budgets are being planned with the assumption of a 0% increase for 2010.

Command staff is reworking the current, budget to address possible scenarios of a 10% or 15% decrease in revenue. The impact may result in the loss of ancillary services. Thoughtful consideration of the options at this time will eliminate a frantic, possibly less effective, decision should the financial situation suddenly worsen.

Referencing the Fire Marshal's comments on the importance of employment opportunities to a grant application, BC Ghiorso wondered how many people the District's purchase of the Seagrave engines has and will employ. He also mentioned that he would be making another visit to the factory in Wisconsin to see how things are progressing.

Discussions of potential merges among fire services on the Peninsula are occurring. The Menlo Park Fire Chief has expressed his support for consolidating prevention bureaus with its neighboring fire services. Currently, Woodside Fire Protection District is providing information to Managers Partners, the company reviewing this possibility

WRITTEN COMMUNICATION:

1. Thank you from Rawn Pritchard for the retirement party and gift.
2. Terri Carville, representing Peninsula Volunteers, Inc., thanked the district for its donation to the 2008 Gala auction.
3. Toys for Tots – Redwood City and Union City, thanked the fire district for donating toys collected throughout the Fire District.
4. Kennedy Middle School thanked Chief Muela for his participation in their annual Grand Canyon Pancake Breakfast .
5. The City of Salinas thanked Chief Muela for his participation in the selection of their new fire chief.

Fire Chief Muela released the staff prior at approximately 8:00 pm. The Board reconvened in a special Closed Session requested by Director Cain immediately before the call to order.

ADJOURNMENT:

The meeting adjourned at 9:00 pm.

The next meeting will occur on March 30, 2009.

Respectfully submitted,

Patrick Cain