

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

April 27, 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, and Berger

**Absent:** John Gardner

**Staff:** Fire Chief Armando Muela, B/C Kevin Butler, B/C Emil Picchi, Fire Marshall Denise Enea, B/C Dan Ghiorso.

**ORAL COMMUNICATIONS** – Steve Tobin of 12 Santa Maria addressed the Board about his concerns regarding the State of California fire hazard mapping and the impact his home and neighbors will have now that they have been identified as Very High Fire Hazard Zone, within the State of California Fire map. Mr. Tobin also Vice-Mayor for Portola Valley Town Council stated the Town is now preparing to adopt Chapter 7A throughout the Town of Portola Valley similar to the Town of Woodside. Mr. Tobin expressed concerned about the amount of funding the Fire District was appropriating for fuel mitigation and why the Fire District spent only 3% of its budget on Fire Prevention. Mr. Tobin said, “Fire Prevention was the step-child of the Fire Service and with the increasing fuels and increasing temperatures did the Fire District have the correct amount budgeted.” Mr. Tobin was aware of the programs the Fire District offered including the Chipper Program and the Fire Safe crews working these details. Mr. Tobin also stated that the Portola Valley Town Council has made emergency preparedness a top priority this year. Director Berger informed Mr. Tobin the Fire District’s mission was to identify the hazards and enforcement but not to physically mitigate or remove the hazards. Director Berger also informed Mr. Tobin that the Fire District had many areas needing fuel mitigation including but not limited to Jasper Ridge, Westridge, Stanford Wedge, along with others. Director Berger informed the group that the Fire District over the years have supported Portola Valley by purchasing an emergency generator for the Town’s EOC. Staff will work with Mr. Tobin to identify any opportunities and bring the information back to the Board of Directors.

**CONSENT AGENDA:**

Items 1 – 5 and 6 of the agenda were moved to the consent agenda and unanimously approved.

## **REGULAR AGENDA:**

**Item 7: New Website:** Chief Muela reported to the Fire Board that the new Fire District's website has been refreshed with a new look and is now operational. The new site functions similarly as before but with new photographs but very limited structural changes. The Chief said the site should be user friendly and all of the features of the old website were still available for our browsers. The Fire District members will be adding more information and photographs as we move along. The new website will be maintained by both TEA and Woodside's Public Education Officer Selena Brown. This should reduce the cost for any modifications to the site.

## **STAFF REPORTS:**

**TRAINING** – Battalion Chief Butler reported the Fire District has (7) seven probationary employees going through their quarterly testing. Four of the seven probationary employees will be starting their second year of probation which includes the driving operator portion. The District's Fire Captains have been very busy training and testing our probationary employees over the past year. Our battalion chiefs have also been attending the testing portions of the probationary testing. B/C Butler reported WFPD will be hosting our close promotional captain's assessment center exam April 28, 2009. The Fire District has received six captain applications from our line firefighters.

**FIRE PREVENTION** – Fire Marshall Denise Enea has been working with Los Trancos Water District on a fuel mitigation plan which includes the City of Palo Alto and their fire department, Open Space, and Woodside Fire District. The goal of this plan is to enhance evacuation routes for the home owners of Los Trancos, Vista Verde and the Foothill park areas. FM Enea said she has been meeting with the homeowners from Woodside Highlands on vegetation management plan and creating evacuation routes for the homeowners. FM Enea informed the Board she was preparing a Wild land Inspection class for our crews. The class will include review of our Wild land forms and conducting wild land inspections. Our crews will be conducting these inspections from June- August. FM Enea advised the Board that the Town of Woodside has hire a code enforcement officer, who reports any violations regarding illegal buildings. FM Enea has been working with the Code Enforcement officer on weed abatement issues.

**EMS** – B/C Picchi and Chief Muela have been in negotiations with AMR and the JPA about the upcoming contract period ending June 30, 2009. There will be four contracts that will be forthcoming to the Board of Directors. (1) Master Agreement between AMR and the JPA, (2) Agreement between the JPA and the County of San Mateo (Advance Life Support Provider), (3) San Mateo County Public Safety Communications/JPA Agreement, and (4) Automatic aid agreement (boundary drop). B/C Picchi reported he has been training our crews on the new upgrades in medical care slated to take place in July. Training will include 12 lead EKG, EZ IO, End Tidal monitoring, and other policy changes due to start in July 2009.

**IT** – Chief Muela reported for B/C Romero. Chief Muela reported all our computers were functioning well and B/C Romero has been maintaining and servicing our computers as needed. B/C Picchi’s mobile laptop experienced a hard drive failure which was fixed by B/C Romero. Chief Muela reported 15 Help Desk Inquires.

**OPERATIONS** – B/C Ghiorso reported he has received three bids to replace our leaking roof at station 7. He received bids from 28 thousand to 35 thousand dollars. B/C Ghiorso stated the 28 thousand dollar bid did not include our light wells. The Board directed B/C Ghiorso to have the rook fixed not to exceed the amount of 35 thousand dollars. B/C Ghiorso also reported our two new Seagrave apparatus would be delivered in a week or two. The new apparatus would be delivered at Seagrave in Sacramento, CA. Members of our apparatus committee will certify and accept the apparatus. Our expected date of in-service is slated for late June. As part of this purchase B/C Ghiorso reported we would be installing two new laptops in the apparatus. These computers will have our pre-plans, mapping details, Computer Aided Dispatch (CAD) information along with many other web based programs. B/C Ghiorso also reported the laptop in our battalion vehicle was due to be replaced and requested the Board approve purchasing of three laptops for the price of 32 thousand dollars. The old laptop would be installed into our reserve battalion chief vehicle. The Board approved the purchase of three laptops not to exceed 32 thousand dollars.

**NEW BUSINESS:** No new business reported

**WRITTEN COMMUNICATION:**

1. Letter of thanks to the firefighters who responded so quickly on New Year’s Day to save Cori Moesta of 448 Old La Honda Road. (Picture included)
2. Thank you note stating Thank you for keeping Woodside Safe. (Child)
3. Letter from Menlo Park Fire Protection District’s Fire Chief H. Schapelhouman thanking Woodside FD for responding to Menlo’s 4 alarm fire.
4. A Menlo Park resident thanking the crew of Medic 107 for their excellent treatment of his mother during an allergic reaction.
5. Letter from a mother thanking the Fire District for their support of MDA

**CLOSED SESSION:**

**ADJOURNMENT:**

The meeting adjourned at 8:30 pm.

The next meeting will be held on June 1<sup>st</sup> due to Memorial Day Holiday.

Respectfully submitted,

Patrick Cain