

FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS' MEETING

July 27, 2009
3111 Woodside Road
Woodside, CA 94062

Director Gardner called the regular meeting of the WFPD Board of Directors to order at 7:05 pm.

Directors Present: Gardner and Cain.

Absent Director: Berger

Staff: Fire Chief Armando Muela, Fire Marshall Denise Enea, B/C Emil Picchi, B/C Dan Ghorso, Captain Steve Slaughter, and Admin Assistant Pamela Van Horn

ORAL COMMUNICATIONS – None

CONSENT AGENDA:

Agenda Items 2, 5, and 6 were moved to the consent agenda and unanimously approved.

REGULAR AGENDA:

Item 1: MINUTES OF THE JUNE 1, 2009 BOARD OF DIRECTORS MEETING.

Director Gardner called attention to several errors in the second paragraph of the **ORAL COMMUNICATIONS** section of the 06/01/09 minutes. The original paragraph reads as follows:

With regard to Jasper Ridge, Portola Valley is pursuing the involvement of Palo Alto in the clearing and maintenance of fire safe standards within the Stanford triangle. He is encouraging the Westridge homeowners to challenge Jasper Ridge to participate in fuel mitigation programs. Director Berger expects that action from a town will have a much greater impact than will a homeowners' association. Mr. Toben and Beth Lipman plan to become more involved in this effort as time progresses.

The corrected and restated paragraph reads as follows:

The Town of Portola Valley is encouraging Jasper Ridge to commit to the implementation and on-going maintenance of fire safe standards within the Westridge area. Mr. Toben is encouraging the Westridge homeowners to challenge Jasper Ridge into participation. Director Berger expressed his opinion

that action from a town would have a greater impact than would an effort by a homeowners' association. Mr. Toben and Beth Lipman plan to become more involved in this effort as time progresses.

Director Gardner moved that the minutes with the indicated changes be approved. The motion was approved.

Item 3: STATEMENT OF ACCOUNTS JUNE 2009. – Director Cain was very interested in an explanation for account number 7211, Structural Improvements, ending the fiscal year with an expenditure of 308% of the budgeted amount. Fire Chief Muela advised that the roof at Station 7 was in such a deplorable condition that the District could no longer continue the frequent need for roof repairs. Chief Muela informed the Board that, at its June 1, 2009 meeting, it approved an expenditure not to exceed thirty-five thousand dollars (\$35,000.00) for the installation of the new roof on Station 7. This amount was not reflected in the Amount Budgeted column of the Statement of Accounts Report set before them, resulting in an apparent cost overrun for the account (#7211.)

Item 4: WARRANT LIST JUNE 2009. – A large warrant, #23168, issued to the Department of Homeland Security (DHS) attracted the attention of the Director Cain. The Directors were informed by Chief Muela that this warrant was a reimbursement to DHS for added self-contained breathing apparatus (SCBA) equipment purchased by the Fire District. The added equipment was not funded through the DHS grant awarded to the Fire District in 2009. This added purchase allowed the Fire District to replace all frontline and reserve SCBA's. The SCBA purchase will keep the Fire District in compliance with OSHA mandates for respiratory equipment.

Item 7: INTRODUCTION OF FISCAL YEAR SPREADSHEET 2009-2010. – The Fire Chief reviewed the Fiscal Year spreadsheet that will be used during fiscal year 2009-2010. Chief Muela requested the Board not adopt the spreadsheet until Director Berger had time to review and comment. Directors Cain and Gardner agreed to this request.

STAFF REPORTS:

EMS – MED 2 received regularly scheduled maintenance. JPA contract specified equipment and supplies were ordered, delivered, and distributed. Personnel's training on new protocols and equipment has been completed. All equipment in San Mateo County was over 10 years old and in need of upgrades. AMR spent from between \$5,000 and \$13,000 per fire apparatus replacing equipment. Fifty-six (56) monitors/defibrillation machines will be replaced over a three-year period. AMR will be paying the maintenance for four (4) LP12 monitors the Fire District uses. WFPD is responsible for the maintenance related to the reserve engine, the water tender, and the rescue.

Some jurisdictions expressed concern that the JPA is moving toward involve itself in the normal functioning of the EMS and suppression areas of the fire services. WFPD does

not subscribe to this line of thought. AMR is re-evaluating the deployment of ambulances in San Mateo County. Due to the new deployment WFPD's M-107 has experienced increased call volume and higher than normal mileage since June 15. AMR reported a change in call volume from 125 calls within a 24 hours period to 135 calls within an eight-hour period! By contract, M107 responds to four calls outside the Fire District before the Fire District is reimbursed by AMR at a cost of \$400 per transport. On the day of the meeting, 07/27/09, M107 had responded to eight calls by 1:30 pm. The average WFPD call is two hours long. The call volume in the airport area has been abnormally high. AMR must now report activity on a monthly rather than a quarterly basis, limiting their ability to balance calls over an extended period.

IT –The new ruggedized laptops purchased by the Fire District are being set-up with connectivity and Computer Aided Dispatching (CAD) by the Foster City Fire Department. These laptops will be assigned to all our front line apparatus and battalion chief vehicles. The new lap tops are wireless and allow the captains and battalion chiefs the ability to track information in real time. Other features include mapping upgrades and real time availability of pre-fire plans

OPERATIONS – With the purchase of two new engines, the engine previously known as Engine 19 is now out of service. The displaced engine from Station 7 will move to Station 8. Although it is aging, this engine can handle the significantly lower mileage accumulation expected from that station. One new engine resides at Station 7, where it will accumulate the highest mileage of all the District engines. The other is out of Station 19. The Return to Work Policy has been updated and forwarded for implementation. Director Cain expressed interest in seeing names of the firefighters out on Workers Compensation listed on the monthly Operations report. He also requested to see 35 shifts worth of details on WC activity for the next meeting. Chief Muela will confirm that this information is legal and ethical to release in public forum.

TRAINING – BC Butler advised that training assignments and company training are both occurring regularly and successfully. During the Wildland training hosted by WFPD for the fire agencies within the county, an overgrown street within the District, Leroy Avenue (Way), was identified. Probationary Firefighters completed their 2nd quarter Testing. June is the designated Safety, Health, and Survival Month.

FIRE PREVENTION – Clearing of the Stanford Wedge is complete. Philip Cohen, of Jasper Ridge, approached Fire Marshal Enea about moving forward on reducing fire fuel in the area. His preferred method of clearing is burning. This raises the question – is burning a viable solution to fuel reduction. How can this be accomplished without the presence of WFPD personnel? The area from Escobar to Goya could be cleared by hand using inmate labor. Fire detection experimentation is being conducted around Stanford lands. The topic for a meeting with District attorneys is “How far can Prevention proceed with enforcing fuel mitigation without involving our attorney in the case? Fire Marshal Denise Enea, Captain Steve Slaughter, and Captain Marshall Hird attended an electrical inspection class. A grant application has been submitted for the remodel of Station for an estimated \$1 million. The fire on Susan Gale Court in Menlo

Park, in which WFPD participated, may have been caused by spontaneous combustion. The fire is still under investigation. The brochures and EIN for the new Woodside-Portola Valley Fire Protection Foundation have arrived.

NEW BUSINESS: No new business

WRITTEN COMMUNICATION:

1. Richard Crevelt, representing the residents of the Highlands neighborhood, thanked FM Denise Enea and WFPD for the Chipper Program, in addition to the efforts and support in creating defensible space throughout the neighborhood.
2. Ann Wright wrote a note addressed to Eric (Zabala) and Mike (Lambrechts) for “scraping me up from the polo field at Webb Ranch” with kindness and professional care. She reported that her broken femur is well and healing.
3. The Midpeninsula Regional Open Space District sent a letter advising WFPD of its grazing policy and contract for services on Open Space preserves. Detailed additional information is available on the website www.openspace.org.
4. The Steering Committee of the Angelina Marie Ciucci Memorial Golf Tournament thanked the district for sponsoring a hole and making a cash contribution to the event benefiting the California Pacific Medical Center Melanoma Research Program.
5. Ann and Roger McNamee wished WFPD a happy 4th of July with baskets of treats.
6. Notes from the Cattaneo Family, addressed to Keenan Hird and Tom Nahmens, thanked them for the quick professional and supportive response to a disconcerting medical call. The family’s four year old is no longer afraid of sirens or police, realizing that they are her friends.
7. Polly Neuman, 2009 Auction co-chair of the Menlo Charity Horse Show, thanked FM Enea and WFPD for the donation of a “Children’s Party for 10” for auction.

ADDITIONAL DISCUSSION:

WFPD and CERPP have been working with the State of California Disaster Health Care Workers (Surgeon General), in the formation of a Medical Reserve Corps. The goal is to recruit doctors, nurses, and paramedics living near or in the Fire District to provide public assistance in the event of a large-scale disaster or emergency. Some of the topics under discussion are 1) malpractice liability, 2) mass notification of requirements, 3) possibility of the group being activated at any of multiple levels, with

the entity putting out the call accepting all related liability. There remain many issues requiring consideration and flushing out before our MRC can be up and running.

CLOSED SESSION: None.

ADJOURNMENT:

The meeting officially adjourned at 8:37 pm.

The next meeting is scheduled for Monday, August 31, 2009.

Respectfully submitted,

Patrick Cain