



KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING MINUTES

DATE/TIME: November 15, 2023, 7:00PM

LOCATION: Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)

PRESENT: Directors: President Julie Stein, Vice President Director Daniel Levine,
Director Larry Nagel, Director Jim Watt
Staff: Board Clerk Candace Eros Diaz, GM Mary Morris-Mayorga,
Fire Chief Eric Saylor
Consultant: EP Coordinator Johnny Valenzuela

1. CALL TO ORDER/ROLL CALL

President Julie Stein called the meeting to order at 7:03 p.m. and confirmed the roll call.

2. PUBLIC COMMENT (00:01:40)

There was no public comment.

3. ADOPTION OF CONSENT ITEMS (00:02:24)

President Stein proposed to approve all consent items on the agenda with a single motion and noted the 10/19/2022 Special meeting minutes were not included in the packet. The board did not move to remove any items.

- a. **Approval of Minutes** of the Board of Directors meetings of 10/18/2023, 09/14/2022, 09/21/2022 (Continued), 10/19/2022 (Special)
- b. **Acceptance of Incident Activity Report** October 2023
- c. **Approval of Monthly Transmittal** 11/15/2023
- d. **Approval of Monthly Financial Reports** 10/31/2023

There was no public comment.

MOTION: M/s Nagel/Levine Motion to approve consent items 3a-3d.
VOTE: Ayes: Levine, Nagel, Stein, and Watt Nays: None Absent: None
Motion passed 4-0-0
Video Time Stamped: 00:04:19

4. FIRE CHIEF'S REPORT (00:04:29)

Fire Chief Eric Saylor presented the report as included in the packet. He provided administration, operations, training, and citizen engagement updates. He then provided an evacuation briefing.

The Board inquired about evacuation order authority and notifications. Chief Saylor confirmed that CWS is the authority for notifications and confirmed that KFPD has no authority to make evacuation requests. If KFPD makes an incident command phone call it will have to state which agency it is working with and refer to a commanding officer who is with law enforcement. He went on to describe a Type 3 Incident Management Team scenario, which pulls in all stakeholders. He announced that a Red Flag Parking Pilot program was tested and described some of the challenges associated with the initiative.

A member of the public commented that phone landlines continue to be important because CWS maintains a database of Kensington resident landline numbers and uses these to send alerts.

There was no additional public comment.

5. EMERGENCY PREPAREDNESS COORDINATOR'S REPORT (00:28:59)

EP Coordinator Johnny Valenzuela presented the report as included in the packet supplemented by a Powerpoint (posted with meeting documents) which highlighted community engagement events, district communications/publications, initiatives/deliverables, and past meetings.

There was no public comment.

6. OLD BUSINESS (00:33:02)

a. Report Back on Process for Requesting Changed Use of Space from Marjang

This is a report back item from the October 18, 2023 Board meeting. GM Morris-Mayorga presented the report as included in the packet. The Board clarified the steps to begin a proposal including public process. GM Morris-Mayorga noted the KPCCSD has no plan to request space in the Public Safety Building.

There was no public comment.

7. NEW BUSINESS (00:44:37)

a. Reserves Policy Revisions For First Reading

GM Morris-Mayorga presented the report as included in the packet. The board discussed the item.

There was no public comment.

MOTION: M/s Levine/Watt Motion to accept a first reading of the proposed reserve policy with the exception of the word "exclusively" in section 1170.20a El Cerrito Contract Reserve and move to a second reading.

VOTE:

Ayes: Levine, Nagel, Stein, and Watt

Nays: None

Absent: None

Motion passed 4-0-0

Video Time Stamped: 01:05:43

b. New Purchasing Policy for First Reading (01:06:11)

President Stein introduced the item and provided some background information. GM

Morris-Mayorga presented the report as included in the packet. President Stein and Director Nagel commended GM Morris-Mayorga for her work on this agenda item.

There was no public comment.

MOTION: M/s Nagel/Levine Motion to accept the first reading Policy 1155 Purchasing and move to a second reading.	
VOTE: Ayes: Levine, Nagel, Stein, and Watt Nays: None Absent: None	
Motion passed 4-0-0	Video Time Stamped: 01:18:25

c. New KFPD Board Member Selection Protocol (01:18:43)

GM Morris-Mayorga presented the report as included in the packet. The board discussed including whether "Approval Voting" could be considered and the possibility for a second round of balloting in the case of a tie. The board confirmed that each director will be allowed to ask up to one question of each candidate and determined the process by which this would take place noting that members of the public may make comments, but not ask questions of the candidates.

A member of the public expressed their appreciation with the board to create a transparent selection protocol and noted potential First Amendment concerns with limiting Directors to ask one question of each candidate.

There was no additional public comment.

MOTION: M/s Levine/Nagel Motion to adopt the proposed policy as written in the packet with the clarification that after the candidates are randomized they will rotate the order in which they answered the questions, that the Directors will also be randomized in the order they ask questions, and that in the event of a tie there will be an opportunity for board discussion followed by a single-second round of balloting in an attempt to break the tie.	
VOTE: Ayes: Levine, Nagel, Stein, and Watt Nays: None Absent: None	
Motion passed 4-0-0	Video Time Stamped: 01:42:23

d. Review and Consider Approving the New RFP Proposed by the KPPCSD Board for the Reorganization Fiscal Analysis (01:42:42)

The board discussed the item and no action was taken.

There was no public comment.

e. Process for Launching the Fiscal Analysis RFP (01:50:06)

GM Morris-Mayorga presented the report as included in the packet. The board discussed

the item and no action was taken.

There was no public comment.

f. Public Safety Building Project Update (02:14:27)

GM Morris-Mayorga presented the report as included in the packet. The board discussed the item and no action was taken.

There was no public comment.

8. GENERAL MANAGER'S REPORT (02:21:52)

GM Morris-Mayorga presented the report as included in the packet. The board discussed the item and no action was taken.

There was no public comment.

9. COMMITTEE REPORTS (02:26:45)

a. Emergency Preparedness Committee Meeting

Director Nagel presented the report as included in the packet. There was no public comment or board discussion.

b. Finance Committee Meeting - no report

c. Reorganization Analysis Temporary Committee - no report

d. Information Technology Temporary Committee - no report

10. OUTSIDE AGENCIES REPORTS

There was no report.

11. ADJOURNMENT President Stein adjourned the meeting at 9:39 p.m.

The next Board of Directors meeting will occur on December 20, 2023.

MINUTES PREPARED BY: Candace Eros Diaz and Mary Morris-Mayorga

These minutes were approved at the Board Meeting of the Kensington Fire Protection District on December 20, 2023.

Attest:

Secretary of the Board