



KENSINGTON FIRE PROTECTION DISTRICT EMERGENCY PREPAREDNESS COMMITTEE MEETING MINUTES

DATE/TIME: March 25, 2021 / 3:00pm to 5:00pm

LOCATION: Via Zoom

PRESENT: Directors: Larry Nagel and Kevin Padian
Committee: Lisa Caronna, Katie Gluck, Peter Guerrero, Peter Liddell,
Danielle Madugo, Paul Moss, David Spath
Staff: GM Bill Hansell
Public: Chris Hilliard

1. CALL TO ORDER/ROLL CALL:

Director Padian called the meeting to order at 3:04 p.m. and called roll.

2. PUBLIC COMMENT:

- Chris Hilliard noted that water barrel pickup is this weekend.

3. ADOPTION OF CONSENT ITEMS

- a. **Approval of Minutes** of the regular meeting of February 25, 2021 (Approve)

MOTION: M/s Caronna/Nagel: To adopt consent items.
VOTE: Unanimous
Motion passed.

4. OLD BUSINESS

- a. **Report from Committee Members on previous agenda items** (20 mins)
1. Proposed hires of Emergency Preparedness Coordinator and Grant Writer
 - Bill Hansell is working on the RFQs for the two positions and will report back at future meetings.
 2. Refrigerator magnets project
 - Kevin Padian reported that he has contacted several vendors and the cost is not yet settled because there are so many moving parts. Kevin will be doing some more research and will report back.
 3. Emergency Radio Program
 - Kevin Padian reported that there was no further progress on this project.

4. Update on Report from KPD on progress with evacuation procedures
 - Kevin Padian reported that the Kensington Police Department, in particular Traffic Officer Brad Harms, has not been able to devote a lot of time to this project because they are short-handed and pandemic duties have increased.

5. NEW BUSINESS

a. Priorities for informing the public about Emergency Preparedness

- The discussion was combined with **5b** below.

b. Possible Projects to Inform Residents about EP in Advance of Next Fire Season (Fire Plug Issue, Articles, Websites, Social Media, Etc.)

- The committee had a brainstorming session on how to best inform Kensington residents about Emergency Preparation.
- Kevin suggested that the EPC take a lead role in preparing the Fire Plug mailer which is mailed twice a year. The articles need to be tailored to Kensington.
- Several members suggest more articles in the Kensington Outlook. Paul Moss already is doing a fine job of submitting very brief articles on Emergency Preparedness.
- It was agreed that the website could be more informative, but nobody had any ideas on how to improve the website. It was suggested that perhaps we could hire a (very) part-time webmaster to help us.

c. Form 700 Compliance

- Kevin Padian noted that all EPC members are required to file a California Form 700 by April 1. The form is straightforward and should require no more than about a half an hour to complete.

6. EPC MEMBER REPORTS ON OTHER ITEMS

a. Status of the Paths with respect to vegetation management and improvements (Lisa)

- Lisa Caronna talked to people in Mill Valley where they have 350 paths. Two different agencies are working together for safety and recreation of citizens.
- Lisa noted that actual vegetation management is costing \$40,000 for 100 of the 350 paths.
- Paul Moss questioned if the Mill Valley project will scale down to Kensington's 11 Paths.

b. Other reports

- Peter Guerrero reported on status of Vollmer Peak cameras.
- Bill Hansell reported that there will be a joint meeting of two Boards and encouraged everyone to attend.

7. CALL FOR FUTURE AGENDA ITEMS AND ADJOURNMENT

- Paul Moss suggested having sirens on next agenda.
- Paul also suggested having Hal Graboske give a presentation on the role of CERT in Emergency Preparedness.

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District will be held on April 22, 2021 at 3:00pm via Zoom Teleconference.

The meeting was adjourned by Director Padian at 4:29 PM.

MINUTES PREPARED BY: Larry Nagel

These minutes were approved at the Emergency Preparedness Committee Meeting of the Kensington Fire Protection District on April 22, 2021.

Attest:

Emergency Preparedness Committee Member