



**KENSINGTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

DATE/TIME: November 9, 2022, 7:00PM

LOCATION: Unitarian Universalist Church of Berkeley and Hybrid

PRESENT: Directors: President Larry Nagel, Director Janice Kosel, Director Don Dommer (left early due to illness (7:53 p.m.), Director Julie Stein arrived late (7:45 p.m.)
Staff: GM Bill Hansell

ABSENT: None

1. CALL TO ORDER/ROLL CALL:

President Nagel called the meeting to order at 7:00 p.m. and confirmed the roll call.

2. ANNOUNCE AND ADJOURN TO CLOSED SESSION (00:01:39)

3. RECONVENE TO OPEN SESSION (00:01:54)

The Board reconvened at 7:45 p.m. and Director Julie Stein joined the meeting.

The Board reported that they are extending the General Manager’s employment contract which currently expires on November 11, 2022 to December 31, 2022 with all existing conditions including a cost of living increase and awarding a \$2,500 per year merit increase due to exemplary performance. They also plan to retain Mr. Hansell as a consultant after 1/1 @ \$150 per hour.

Note: Item 7c was taking out of order to allow Director Dommer to leave as he was not feeling well

7. NEW BUSINESS (00:04:55)

c. At-Will Employment Agreement for General Manager – Consideration of Amended Employment Agreement (00:04:55) *Item was moved out of order following Closed Session.*

MOTION: M/s Kosel/Dommer: Motion to extend the General Manager’s employment contract through December 31, 2022 and amend contract to include cola provision as required by current contract and award merit \$2500/year. Beginning January 1st available as needed at \$150/hour as a consultant.

VOTE:
Ayes: Nagel, Kosel, Dommer and Stein
Nays: None
Absent: None

Motion passed 4-0-0

Video Time Stamped: 00:05:47

4. PUBLIC COMMENT: (00:09:30)

Directors Kosel and Stein congratulated and welcomed new Board members.

Public comment was received on Director Kosel’s history and accomplishments with KFPD.

5. ADOPTION OF CONSENT ITEMS (0:18:47):

- a. Approval of Minutes of the Board of Director's meetings of 04/13/2022, 04/28/2022, 05/11/2022, 06/08/2022, 06/29/2022 (Continued), 06/29/2022 (Special), 07/13/2022, 09/14/2022, 09/21/2022 (Continued), 10/19/2022 (Special) *(These were removed from the agenda)*
- b. Acceptance of Incident Activity Report October 2022 (Accept)
- c. Approval of Monthly Transmittal 11/09/2022 (Approve)
- d. Approval of Monthly Financial Reports 10/31/2022 (Approve)
- e. Appointment of Director Stein to the Emergency Preparedness Committee (Approve)

MOTION: M/s Kosel/Stein: Motion to adopt Consent items 5b, 5c, 5d, 5e.	
VOTE: Ayes: Nagel, Kosel, and Stein Nays: None Absent: Dommer	
Motion passed 3-0-1	Video Time Stamped: 00:20:17

6. OLD BUSINESS – None

7. NEW BUSINESS (00:21:09)

a. Emergency Preparedness Review Including Emergency Warning Systems, Grants, Red Flag Day Parking Restrictions, and Evacuation Drills

Chief Saylor presented this item as included in the packet. The Board discussed the process and potential cost that would require additional research noting that a professional technical assessment would be needed. The Emergency Preparedness Committee could develop an overall plan for how to approach.

b. Construction Update on the PSB Seismic Renovation (00:58:48)

GM Bill Hansell presented this item as included in the packet.

c. At-Will Employment Agreement for General Manager – Consideration of Amended Employment Agreement *Item was moved out of order following Closed Session (see above)*

d. Request KPPCSD Board to Approve Use of the Kensington Community Center on the Second Wednesday of Each Month for KFPD Board Meetings (01:08:10)

GM Bill Hansell discussed future meeting date/location and the conflict with the Fly Fishers in the Community Center. Policy 1050 specifically states this location so would require a policy change. The Board discussed then directed GM Hansell to schedule the December meeting at the Unitarian Universalist Church of Berkeley and to request the KPPCSD place this request to use the Community Center on their agenda.

8. FIRE CHIEF'S REPORT (01:29:04)

Fire Chief Saylor presented this report as included in the packet.

9. EMERGENCY PREP COORDINATOR'S REPORT (01:30:10)

Emergency Preparedness Coordinator Johnny Valenzuela presented this report as included in the packet.

10. GENERAL MANAGER'S REPORT (01:37:35)

GM Bill Hansell presented this item as included in the packet.

11. COMMITTEE REPORTS (01:41:56)

a. Emergency Preparedness Committee Meeting

The November and December meetings will be cancelled due to holidays and there will be a special meeting on December 8th.

b. Finance Committee Meeting - None

12. OUTSIDE AGENCIES REPORTS (01:42:52)

a. **Contra Costa Special Districts Association** – the next meeting is on 11/21/2022

13. **ADJOURNMENT:** President Nagel adjourned the meeting at 9:30 p.m.
The next Regular Board of Directors meeting will occur on November 9, 2022 at 7 p.m.

MINUTES PREPARED BY: Mary Morris-Mayorga

These minutes were approved at the Regular Board Meeting of the Kensington Fire Protection District on May 17, 2023.

Attest:


Secretary of the Board