



## KENSINGTON FIRE PROTECTION DISTRICT Emergency Preparedness Committee Meeting

Agenda

Thursday, January 28, 2021, 3:00 – 5:00pm

### Via Zoom Teleconference

This meeting will be conducted exclusively in remote access format in compliance with Executive Order N-29-20 issued by Governor Newsom and the Contra Costa County Shelter-in-Place Order.

### Join the meeting

Please click the link below to join the webinar:

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Directors: Larry Nagel and Kevin Padian  
Public Members: Ms. Lisa Caronna, Ms. Katie Gluck, Mr. Peter Guerrero, Mr. Peter Liddell,  
Ms. Danielle Madugo, Mr. Paul Moss, Mr. David Spath

1. Call to Order/Roll Call
2. Public comment on items not on the agenda
3. Recommendation to accept minutes from previous meetings (ACTION)
4. Review first attempt at worksheet / flow chart for EPC Priorities; discuss proposed EPC Coordinator position (20 min)
5. Brief discussion of possible long-term financial planner for the Fire District (5 min)
6. Update on proposed emergency radio program (10 min)
7. Update on preliminary information on Emergency Warning Systems (10 min)
8. Proposal to develop updated refrigerator magnets with KFD/KPD emergency numbers (10 min)
9. Update on paths and Southern Marin Fire District vegetation management practices (Lisa) (10 min)

10. Possible formation of a sub-committee to look into grant opportunities for fire prevention and other projects (10 min) (Dave)
11. Brief reports from EPC members on items not already covered (e.g., Vollmer cameras) (3 min each)
12. Future Agenda Items to be put on the calendar
13. Scheduling next meeting
14. Adjournment

# ITEM 3



## KENSINGTON FIRE PROTECTION DISTRICT Emergency Preparedness Committee Meeting

Meeting Minutes  
Thursday, October 22, 2020 3:00 – 5:00pm

### Via Zoom Teleconference

This meeting was conducted exclusively in remote access format in compliance with Executive Order N-29-20 issued by Governor Newsom and the Contra Costa County Shelter-in-Place Order.

Directors: Larry Nagel and Kevin Padian  
Public Members: Lisa Caronna, Katie Gluck, Peter Guerrero, Peter Liddell  
Danielle Maduga, Paul Moss, David Spath  
Staff: Mary Morris-Mayorga  
General Public: Ofc. Brad Harms (KPD), Julie Stein, Lorika G., Cyrus

1. Call to Order/Roll Call – Called to order by Kevin Padian at 3:05 PM.
2. Public comment on items not on the agenda - None
3. Recommendation to accept minutes from previous meetings (ACTION) – Moved and seconded to approve minutes (Spath/Maduga). Motion passed unanimously
4. Brief reports from EPC members
  - Danielle Maduga reported that Wildcat Canyon Watch. Group conducted first watch last week. Had 27 (out of 41 volunteers) people participate. Each volunteer Cort still is looking for more volunteers. Cort is running a training session this Saturday. Cort has created a website for Wildcat Watch at <https://>
  - Danielle Maduga said last monthly CERT Area Coordinators had only four ACs in attendance. Lamorinda CERT water jugs sales are still in progress. KARO/ECHO is conducting a SET (Simulated Emergency Test) this Saturday.
  - Peter Gurerro reported that we now have a camera in the north end of Wildcat Canyon. Peter has been working with Chief Brouchard (CCFPD) and CC Sheriff's Office. Peter also reported that thermal sensors would be useful in the Wildcat Canyon area. We should check with MOFD to determine the status of their sensor program. Grizzly Peak is another good

site for a camera, and the county is working on it. EBMUD and PG&E sites are off limits for cameras.

- Paul Moss mentioned that he has also been working on the cameras. Paul is waiting to hear on condominium complex on Vista Hills Road in EL Cerrito. Paul has been working with B/C Joe Grupalo to improve participation in Nixle so people will receive alerts on Red Flag Days. Paul wants to get a shout out for KFPD putting out Red Flag Warnings.
- Kevin Padian thanked Mary Morris-Moraga for working with Chief Pigoni and Officer Harms for getting the Fire Danger Sign.
- Lisa Coronna reported on paths. The KPPCSD organized a task force with members of the Kensington Pathkeepers and Rachelle Sherris-Watt to look into public ownership of the paths. There will be a public meeting November 12 where the public can comment on the paths. John Gioia will attend that meeting.
- Public Comment: Lorika G. recommended a smart phone app for the NOAA, specifically, the NOAA Weather Radar Live. Paul Moss noted that NOAA doesn't always include Kensington in the Red Flag Warnings. Also, there is an article in the July MOFD Newsletter regarding thermal sensors.
- Katie Gluck: Katie will be contacting two companies regarding early warning systems. Katie will report back when she has the information.
- Peter Liddell: No report

5. Discussion Item: Progress and future priorities of the EPC

- Kevin led the discussion on the progress and future priorities of the EPC. We have been working with the KPD, the Sunset Cemetery, EBRPD, EBMUD. We are working with the KPD on evacuation routes and parking. The traffic evacuation study has helped in planning evacuation.
- Paul Moss said that we need to partner with CERT. Paul noted that Chris Hilliard is working with CERT to get evacuation plans. Paul feels that working with CERT is an imperative that we need to concentrate. Paul noted that Joe Grupalo is working with CERT and ZoneHaven on CEI (Community Evacuation Interface). Kevin Padian noted that we have to figure out how to work with CERT.
- Danielle noted that Chris Hilliard is the Area Coordinator of EC 1, which is the ridgeline just north of Kensington. The rebuilding of CERT is a work in progress.
- David Spath noted that the KFPD Board has to be involved in this decision.

- Larry Nagel gave a short history of the previous CERT organization. It started with a community meeting with Kensington residents which promoted the program and recruited area coordinators. This was followed up by neighborhood meetings led the area coordinators to recruit block captains. The first time around we had a very active board member, Mike Kassarian, who did a tremendous amount of work in organizing CERT.
- Lisa Coronna suggested we should put together a list of priorities of what the EPC should do. Once priorities are established, we can establish sub-committees to organize the items.
- Peter Guererro noted that the work we have been working on are communication and early detection and evacuation. Peter suggested that we now have to move into areas and determined a prioritized list of items that need to be addressed.
- Kevin noted that we need to prepare for power outages.
- Larry Nagel approved of the idea of generating a prioritized list of topics and then having sub-committees study the high priority items and then generate recommendations for the board.
- Officer Brad Harms noted that the Police Department is working on a volunteer program that would work with CERT and assist in evacuation. Also organizing temporary refuge areas (TRAs) and where to park.
- Katie Gluck is looking forward to the program Officer Harms is putting together. Katie will be posting a free webinar on Emergency Preparedness.
- Danielle would like to add the topic of mitigation. Also, Chief Pigoni spoke at the KPOA meeting about hardening the home and fuel reduction, and Danielle thinks we should be pursuing this as well.
- Kevin Padian noted that home hardening is an education function as well.
- Mary Morris-Mayorga opined that suggesting a strategic plan that we can present to the Board for guidance.
- David noted that preparedness is a category with education under it. Preparedness includes individual preparedness, including go kits, knowing evacuation routes, home hardening.
- Three subcommittees
  - Education, communication, information (Paul Moss, Kevin Padian)
  - Early detection, home hardening, fuel reduction, preparation, (Danielle Madugo, Peter Guerrero)
  - Evacuation (David Spath, Peter Liddell, Danielle Madugo)
  - Inter-agency advocacy (EBRPD, EBMUD, PG&E) (Larry Nagel)

6. Future Agenda Items to be put on the calendar
7. Scheduling next meeting: The next meeting weill be held on Thursday, November 26, 2020 at 3 PM.
8. Adjournment – Meeting was adjourned at 5:03 PM by Kevin Padian

**These minutes were prepared by Larry Nagel and approved at the Committee meeting on 28 January 2021.**

**Attest:** \_\_\_\_\_  
Emergency Preparedness Committee Member

DRAFT



## KENSINGTON FIRE PROTECTION DISTRICT Emergency Preparedness Committee Meeting

Meeting Minutes  
Thursday, December 10, 2020 3:00 – 5:00pm

### Via Zoom Teleconference

This meeting was conducted exclusively in remote access format in compliance with Executive Order N-29-20 issued by Governor Newsom and the Contra Costa County Shelter-in-Place Order.

Directors: Larry Nagel and Kevin Padian  
Public Members: Lisa Caronna, Peter Guerrero, Peter Liddell  
Danielle Madugo, Paul Moss, David Spath  
Staff: Mary Morris-Mayorga, Bill Hansell  
General Public: Catherine de Neergard

1. Call to Order/Roll Call – Called to order by Kevin Padian at 3:05 PM.
2. Public comment on items not on the agenda

Katherine de Neergard commented that she hoped we would work on getting neighborhoods more organized and also commented that there should be a plan to open the roads to the schools in an emergency.

3. Recommendation to accept minutes from previous meetings (ACTION) – There were no minutes to approve. Larry will check if we are up to date.
4. Discussion Item: Discussion of the Board discussion on priorities for the EPC.

Kevin summarized the thoughts from the Board members from the December meeting as follows:

- (Don Dommer) Visibility problem. Community outreach
- (Janice Kosel) Concerned about costs
- (Julie Stein) Copies of traffic study. Need a master plan for evacuation. For public information. Brought up juniper grants. Residents upset about Alameda County order to pre-evacuate. Need for unified messaging on the

need for pre-evacuation and evacuation. Emergency warning systems. Need to establish a plan and bring residents onto line.

- (Larry Nagel) Successful wildfire safety programs start from the bottom up.

#### 5. Brief reports from EPC members

- Larry mentioned the talk by Professor Radke at the LWV meeting on December 9. Larry suggested we invite Prof. Radke to give a talk at Kensington. Danielle also attended the talk and said that his talk was excellent and she would support inviting Prof. Radke.
- Lisa Caronna mentioned that we really need to work on a strategic plan. Perhaps we should have a community meeting to obtain the communities thoughts on what needs to be done.
- Peter Guerrero suggested that we should write a document about what the EPC has done in the last year. Kevin Padian will write a first draft of the report and circulate it. This should include a "shopping list" of the things we want to accomplish.
- Bill Hansell stated that when he begins as General Manager of KFPD in January he would really like to have such a document to make plans.
- Danielle Maduga said last monthly CERT Area Coordinators had only four ACs in attendance. Danielle really needs some help.
- Kevin Padian noted that CERT has taken on a broader mission. Joe Grupalo has been heading up this effort.
- Hilltop School has purchase some radios for the staff and is organizing an evacuation drill. The plan is to have an evacuation drill before summer (before school starts) and the a drill in conjunction with KPD and KFD during the summer.
- Paul Moss agreed to work on the emergency notification procedures.
  - Emergency notification – small column in the Outlook every month.
  - NIXLE enrollment -
  - CWS enrollment – pretty good, about 80% of Kensington is enrolled
  - Basic evacuation plan – what do people do today right now.
  - Promote public communication
  - More involvement in KARO/ECHO
  - EC/K Fire Department Emergency Book (yellow)
- Lisa Caronna mentioned that she has been working on paths and theat Pathfinders are trying to get KPPCSD to tak on the paths. Lisa also talked with Southern Marin Fire Protection District about paths and they are



- working on vegetation management as part of their path management program. Lisa noted that there were many recommendations in the traffic study about fuel management to protect means of egress.
- David Spath noted that we need to find a permanent source of funding for path management.
  - Peter Liddell: No report
  - Peter Guerrero – SF Chronicle article about wood chip mulch. Paths are lined with wood chip mulch. What if anything should we do about this.
  - Kevin reported that he and Katie Gluck are working on public announce systems.
  - Kevin reported that the emergency radios cannot hear about fires.
  - EBMUD truck fire on Arlington --- distributing emergency numbers on magnets.
6. Future Agenda Items to be put on the calendar
  7. Scheduling next meeting: The next meeting will be held on Thursday, January 28, 2020 at 3 PM.
  8. Adjournment – Meeting was adjourned at 5:03 PM by Kevin Padian

**These minutes were prepared by Larry Nagel and approved at the Committee meeting on 28 January 2021.**

**Attest:** \_\_\_\_\_  
Emergency Preparedness Committee Member

## Proposed KFPD position: Emergency Preparedness Coordinator

The Emergency Preparation Coordinator serves as the District lead for working with the community and with emergency preparedness representatives inside and outside Kensington to implement programs intended to improve the safety of Kensington residents. This position works under the direction of the District General Manager, with content guidance by the EPC.

We recommend that funds be allocated as needed in the annual budgets and the hire be made initially for two years, during which time many goals will be accomplished and a decision can be made regarding continuation of duties at half-time or less. The “deliverables” listed below are based on three possible models: (1) one year of a full-time position; (2) a year of full-time and a year of half-time; and (3) two years of half-time; in each case continuation of the position to be assessed annually. To jump-start the effort in emergency preparedness, in which the District has fallen behind expectations due to the Covid crisis and lack of administrative support, we recommend the second option because the pandemic’s restrictions on gatherings and group education will likely not be lifted until well into the second half of 2021.

### Duties

1. Work with Community Emergency Response Team (CERT) area coordinators on maintaining and upgrading program readiness, as needed; increase the number of CERT trained individuals and work with the El Cerrito/Kensington fire district staff charged with CERT training and CERT trained residents to rebuild deficient CERT area programs, including identifying individuals to serve as area coordinators and block organizers. (Note: the coordinator will not train or assist in training in the actual CERT programs.) **40% of workload**

### Deliverables

- Increase annual CERT trained individuals by 100% from historically 15 to 30 persons.
- Identify Area Coordinators for all 6 areas.
- 2 meetings annually with area coordinators
- Assist each area coordinator with 1 area-wide annual meeting
- Help neighborhoods to organize “emergency watch programs” for neighbors in need
- Develop and provide materials for neighborhood preparedness
- Be a resource and attend block meetings as needed
- Assist with development of any emergency response drills

*[Note: several of these may be delayed due to Covid-19 restrictions on gathering.]*

2. Develop education programs and materials on emergency preparedness to improve the awareness and readiness of Kensington residents about emergency alert and evacuation procedures, house hardening, and vegetation management; use available methods to reach

residents including public workshops, the District website, the *Outlook*, *Fireplug*, NextDoor, and other outlets. **40% of workload**

#### Deliverables

- Prepare communication plan for the year – due in first month.
- Improve District website for access to emergency preparedness materials and resources.
- Prepare 2 targeted publications on safety measures such as house hardening, vegetation management, wildfire evacuation, earthquake.
- Minimum 3 articles per year for the *Outlook*, in conjunction with EPC and Board goals.
- Increase registration for all community warning systems including the County and Nixle; provide supplementary information about emergency communications.
- Use NextDoor for announcements on public workshops and educational presentations.
- Hold at least one public workshop on critical issues related to emergency preparedness.

3. Work with emergency preparedness representatives from the Fire and Police departments, neighboring communities, districts, and the county to advance the goals and objectives of the District's emergency preparedness and response program. **20% of workload**

#### Deliverables

- Establish continuing relationship with Kensington Police and Fire on EP objectives, including evacuation drills, tabletop exercises, and emergency traffic volunteer training.
- Identify all neighboring and regional jurisdictions and relevant staff.
- Coordinate preparation and response with other agencies to maximize effectiveness.
- Align approaches where possible for consistent public messaging.
- Participate in relevant local and regional meetings.

#### **Position justification**

The responsibility for the safety of Kensington's residents lies with our Police and Fire boards. The Fire Board has already been presented with several documents that establish our situation and our needs:

- The commissioned Traffic Evacuation Study's recommendations for improving emergency access to safety by all citizens; prioritization of these by the EPC.
- An assessment of the time required to evacuate Kensington under several scenarios of fire danger.
- An assessment of the ability of Kensington's streets to handle the anticipated traffic load in case of evacuation.
- Documentation that area code 94708 is the most dangerous in the Bay Area, and one of the ten most dangerous in all of Northern California.
- Evidence that there is no one else to do this work. Board members and EPC members are already occupied with obligations. The job description of the GM does not

encompass these duties. Volunteers would be overtaxed by the scope of work. And the contract with ECFD does not include these dimensions (see below).

This evidence makes clear that many public safety initiatives need to be actuated, and that the prospects for evacuating the community under the present level of education and planning are dim. The Fire Board abrogates its responsibilities if it does not put solutions in place.

The question was previously raised at a Fire Board meeting whether the functions of this proposed position were already covered in the contract with the ECFD. Chief Pigoni confirmed that they are NOT. The citizens of Kensington receive the same benefits in training and education that those of El Cerrito do, nothing less or more. It cannot be claimed that "El Cerrito should be handling these duties" or "it's in the contract."

### **Explanation of Duties**

1. Kensington's emergency preparedness activities are multifaceted. Some depend on strong community involvement, such as the Community Emergency Response Training (CERT) program where residents are trained in emergency preparedness and response. Under the CERT program Kensington is divided into six areas that depend on trained volunteers to coordinate the emergency preparedness and response activities within these areas. At present, only three areas have coordinator leads and even these areas lack coordination in organizing blocks within the areas. There is an urgent need to rebuild these CERT program areas. Traditionally formal CERT training (in which the Coordinator will not participate) centered on earthquake preparedness, but increasingly it has also encompassed wildfire danger and neighborhood organization. It is envisioned that this position would work in cooperation with the Emergency Preparedness Committee to develop a strategy for a modern community response, and work with the trained volunteers in each area to develop robust neighborhood plans for preparation and response to emergencies.

2. The District also needs a coordinated program to educate residents on emergency preparedness and response, including necessary actions to prepare for specific emergency situations such as earthquakes and wildfires, as well as the different responses that must be undertaken. This position would be responsible for developing educational programs and materials using existing resource materials and expertise, as well as creating new materials while identifying the most effective means for dissemination to Kensington residents. This effort would involve developing the District website to make it much more of a resource for safety and preparedness, mostly by using links to other well developed sites with brief introductions.

3. When it comes to public safety, police and fire agencies are generally intimately connected in preparing and educating residents for potential disasters as well as responding to them. As an unincorporated area Kensington is unusual because Fire and Police are housed in two separate districts. At present the KPPCSD has no emergency preparedness committee, but the KPD in

concert with the KFD is crafting an evacuation plan for the town, mostly spearheaded by the KPD. On the KFPD side most of the emergency preparedness effort has been undertaken by the EPC working with both the KPD and the KFD. The proposed Coordinator would work with both departments as well as the county and neighboring municipalities to help develop workable and coordinated solutions to our safety concerns.

### **Financing**

Given the clear and present danger that threatens Kensington from wildfire and earthquake, taxpayer funds must be used effectively and soon to educate and organize the public about potential emergencies. The expenses projected for a full time EPC Coordinator are \$80,000 - \$100,000 annually, including benefits and depending on experience and qualifications. A part-time position would be proportionally less.

At present the District has no long-term financial plan, which makes it difficult to project and balance annual and one-time expenses into the future. What we do know is that breaking ground on a costly renovated public safety building and activities associated with that project will not likely begin for a minimum of 1 to 2 years. Preparing this community for emergencies cannot wait until the PSB issues are resolved and construction begins. For this reason, even with no comprehensive long-term financial plan in place for the District, funds must be appropriated immediately to prepare the community for disaster.

## ITEM 6 & 8

### Supplementary info for Items #6 and #8, EPC Meeting, 28 January 2021

I asked Chief Pigoni for information on these two topics:

6. *More than one resident has bought an emergency radio with a NOAA band, and they're asking whether this band will warn Kensington residents if a fire is coming in from the NE. I have been telling people that although our nearest NOAA broadcaster is in Monterey, we get local alerts such as the lightning storm some weeks ago that woke us up at 2 a.m.*

*But the more specific question is how fine-grained will these warnings be? For example, if a firefighter calls in a blaze seen in Tilden Park, you will have authority over the CWS and Nixle notifications. But will you also send these automatically to NOAA so that they can sound an alert in our area? Or would they have to get this information independently?*

NOAA is only going to send out warnings for imminent dangers such as lightning storms, flooding, etc. To my knowledge NOAA only accepts information from other similar agencies such as National Weather Services or County OES (CWS) or from State/Federal sources. The only way for the Fire District to send out this information is to contact the CWS through County OES, which means there is a delay in the process. As for how fine-grained the message will be is dependent on what CWS actually passes on.

Options to this is that cell phone users can get a free app called Pulse Point. This program automatically takes calls from the dispatch center in real time and sends them out to the app. Quite honestly, it is sometimes faster than the dispatchers get the call out to the stations. It can be set up to monitor calls just for El Cerrito / Kensington and even further refined to be notified of only fires. While this will not be used for evacuation warnings, residents would know if there is a fire in the area. Just a way of keeping situational awareness.

8. *It was a bit disconcerting to learn that residents who called 911 to report the accident near Moeser and Arlington got shuttled around to various agencies. Would it be a good idea to get our residents more clarity about which numbers to call for what kinds of emergencies? If so, I could ask our Emergency Preparedness Committee to try to develop materials along with Police and Fire that we could mail to all residents. I think my KPPCSD police car fridge magnet with the emergency number is great, and maybe we could make up things something like that with specific information and mail them to everyone. I would ask the EPC to use its budget.*

*Or maybe there's no real confusion either among dispatchers or residents and this was an isolated incident. Anyway I thought I would offer to help if this turns out to be a useful idea.*

The mis-forwarded calls that were expressed about the incident last week is not the first time. There are so many factors that determine where the call gets routed to begin with. Newer smart phones have built in GPS and the cell provider computer will automatically route the number to the correct PSAP so long as the phone has the GPS turned on. Many people turn off GPS (location services) so then the phone call will be routed to CHP. Since this was an incident at the border to El Cerrito, it could have also been routed to Richmond instead of Albany. Unfortunately, fire is at the mercy of law enforcement as to where the dispatch calls automatically route to.

Residents do have the ability on their cell phones to program in (925) 933-1313 which goes directly to ConFire Dispatch; however this would only be for fires, medicals. etc, not for police emergencies as that needs to go to Albany. Fortunately this problem does not happen often.