



KENSINGTON FIRE PROTECTION DISTRICT
EMERGENCY PREPAREDNESS COMMITTEE SPECIAL MEETING
MINUTES

DATE/TIME: March 28, 2024, 4:00PM

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

PRESENT: Directors: President Daniel Levine, Director Danielle Madugo
Public Members: Douglas Bevington, Lisa Caronna, Katie Gluck, Peter Liddell, Paul Moss, David Spath
Staff: Board Clerk Candace Eros Diaz, Interim GM Tim Barry
Consultant: Emergency Preparedness Coordinator Johnny Valenzuela

1. CALL TO ORDER/ROLL CALL

President Levine called the special meeting to order at 4:12 p.m. and confirmed the roll call.

MOTION: M/s Levine/Spath: Motion to allow Peter Liddell to attend remotely.	
VOTE: Ayes: Bevington, Levine, Liddel, Madugo, Moss, and Spath Nays: None Absent: Gluck	
Motion passed 6-0-1	Video Time Stamped: 00:01:03

2. PUBLIC COMMENT (00:02:38)

There was no public comment.

3. ADOPTION OF CONSENT ITEMS

There were no consent items.

4. OLD BUSINESS

There was no old business

5. NEW BUSINESS (00:03:01)

a. Emergency Preparedness Committee Applications

Interim GM Tim Barry introduced and the committee discussed the item. It recommended discussing the application review and potential interview process when/if another application is received, and recommended applicants attend the

EPC meeting where their application is being discussed.

Katie Gluck joined the meeting at 4:17 p.m.

MOTION: M/s Levine/Spath: Motion to recommend to the KFPD board Adrienne Johnson to the EPC board.	
VOTE: Ayes: Bevington, Levine, Liddel, Madugo, Moss, and Spath Nays: Gluck Absent: None	
Motion passed 6-1-0	Video Time Stamped: 00:14:23

There was no public comment.

b. Draft Work Plan (00:16:13)

President Levine introduced and Director Madugo provided background on the item. The committee and EPC Johnny Valenzuela discussed the item.

Recommendations included:

- Seek legal counsel with regards to the legal limitations and liabilities of having a formalized program to engage volunteers.
- Compile a list of talking points and questions to be presented to the KFPD board that addresses vegetation management in Tilden Park. Director Madugo volunteered to collect responses and share with the full KFPD board.
- Set up a meeting with East Bay Regional Park District and the KFPD board to discuss the talking points and questions.

The committee determined its priorities and will update the work plan accordingly to be presented and discussed at the April 17, 2024 KFPD regular board meeting.

There was no public comment.

c. Resident Evacuation Responsibilities Campaign Document Update

This agenda item was taken out of order. EPC Valenzuela reported on this agenda item in his EPC Report.

There was no public comment.

6. EMERGENCY PREPAREDNESS COORDINATOR'S REPORT (01:17:40)

EPC Valenzuela presented the report including presentation. He highlighted community engagement events, district communications/publications, and initiatives/deliverables. The committee discussed the item. The committee discussed that the KFPD/EPC will assemble packages then send them to Mail Stream for distribution. EPC Valenzuela will prepare template documents and a price quote to share with the KFPD board at their April 17, 2024 meeting.

There was no public comment.

7. REPORTS FROM COMMITTEE MEMBERS (01:29:22)

This agenda item was tabled to a later date.

There was no public comment.

8. ADJOURNMENT: President Levine adjourned the meeting at 5:40 p.m.

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District will be held on April 25, 2024 at 3:00pm in person (Committee members) at the Kensington Community Center with hybrid option for attendees (guest speakers, public), unless noticed otherwise per the Brown Act.

DRAFT