

**KENSINGTON FIRE PROTECTION DISTRICT
NOTICE OF A MEETING OF A STANDING COMMITTEE**

EMERGENCY PREPAREDNESS COMMITTEE

Date of Meeting: August 28, 2019
Time of Meeting: 3:30 p.m.
Place of Meeting: Kensington Public Safety Building
217 Arlington Avenue, Kensington, CA 94707

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office Administrator, 510/527-8395. Notification 48 hours prior to the meeting will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1).

Committee Members: Kevin Padian, Larry Nagel
Lisa Caronna, Cortis Cooper, Katie Gluck, Paul Guerrero,
Peter Liddell, Paul Moss, David Spath
Staff: Brenda Navellier, Manager

AGENDA

1. Call To Order
2. Public Comment
3. Introductions
4. Format of meetings; Brown Act; Public communications
5. Charge of the Committee
6. Directions of Activities Needed, and Interrelationships Among Them
7. Deployment of Committee Members on Activities
8. Discussion of other Concerns
9. Objectives for Next Meeting
10. Scheduling Future Meetings
11. Adjourn

For time and date of the next meeting of the Kensington Fire Protection Emergency Preparedness Committee, contact the District office, 217 Arlington Avenue, Kensington, CA 94707, 510/527-8395 or fire@kensingtonfire.org

KENSINGTON FIRE PROTECTION DISTRICT POLICY HANDBOOK

POLICY TITLE: Committees of the Board of Directors
POLICY NUMBER: 1140

1140.10 The Board President shall appoint such temporary committees as may be deemed necessary or advisable by President and/or the Board. The purpose of a temporary advisory committee and the time allowed to accomplish that purpose shall be outlined at the time of appointment. A temporary advisory committee shall be considered dissolved when its purpose has been accomplished or when the timeframe for its existence has expired, whichever occurs first.

1140.11 A temporary advisory committee shall be comprised solely of members of the Board, and shall consist of less than a majority of Board members.

1140.12 A temporary advisory committee may make recommendations to the Board. The Board may not delegate any decision-making power to a temporary advisory committee.

1140.13 A temporary advisory committee shall meet on an as-needed basis and shall not have a meeting schedule fixed by resolution or formal action of the Board.

1140.20 The following shall be standing committees of the Board:

1140.21 A Finance Committee composed of two members of the Board of Directors.

1140.22 An Emergency Preparedness and Warning Systems Committee composed of two members of the Board of Directors, plus a supplemental number of members of the public as needed to fulfill the mission of the committee.

1140.30 The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year at the Board's regular meeting in January, subject to approval of the Board.

1140.31 New standing committees may be formed and announced at any time during the calendar year, subject to approval of the Board.

1140.32 Standing committees attain a quorum when a simple majority of the committee members are present.

1140.33 The President may appoint or remove members of the public at any time, subject to approval of the Board.

1140.40 All meetings of standing committees shall conform to all open meeting laws (e.g., “Brown Act”) that pertain to regular meetings of the Board of Directors.

1140.50 The Board’s standing Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

1140.60 The Board’s standing Emergency Preparedness Committee shall be concerned with (1) recommendations for allocations of effort and funding of initiatives to make Kensington safer from potential civic emergencies, using a multi-hazard approach; (2) identifying opportunities for articulation with community members and other agencies to reduce risk and enhance evacuation procedures and public safety; (3) development of public education initiatives to accomplish the first two goals; (4) articulation with the KPPCSD standing committee on Emergency Preparedness, as well as other local, county, and state agencies, to achieve the previous goals.