



KENSINGTON FIRE PROTECTION DISTRICT
MEETING OF THE EMERGENCY PREPAREDNESS COMMITTEE
MEETING MINUTES
Thursday, February 24, 2022 3:00pm-5:00pm
Via Zoom Teleconference

1. CALL TO ORDER/ROLL CALL

Directors: Larry Nagel and Kevin Padian

Public Members: Katie Gluck, Peter Guerrero, Peter Liddell, Danielle Madugo, David Spath

Staff: General Manager Bill Hansell

Consultant: Emergency Preparedness Coordinator Johnny Valenzuela

2. PUBLIC COMMENT

This place on the agenda is reserved for comments and inquiries concerning matters that do not otherwise appear on the agenda.

3. ADOPTION OF CONSENT ITEMS

a. **Approval of Minutes** of the regular meeting of January 27, 2022 (Approve)

MOTION: Spath/Caronna to accept the minutes as corrected.

Motion adopted by consensus.

4. REPORTS FROM COMMITTEE MEMBERS

Lisa Caronna reported that there was a kickoff meeting for the paths with John Gioia. David Spath, Danielle Madugo, and Kevin Padian also attended the meeting.

Peter Guerrero reported that he and Bill Hansell attended the JPA Formation meeting. The next meeting is on March 4, 2022.

Kevin Padian noted that it was reported in the Marin newspaper that new insurance standards have been published including 5 feet of bare ground around structures. Kevin reported that from his personal experience he had his fire insurance on his house in Glen Ellen canceled, but that his fire insurance on his house in Kensington remains intact. Because the behavior of insurance companies is uncertain, the Fire District should be raising consciousness in the community about improving fire safety and house hardening, including vegetation removal.

5. OLD BUSINESS

None

6. NEW BUSINESS

a. Initiative to organize Kensington communities

Discussion about how to raise awareness about emergency preparation, evacuation (including drills), and caring for those who will need help; details of planned neighborhood meetings to be outlined and approved for further action.

Kevin started the discussion by reporting that Brad Harms is training a new recruit and that he will then be getting back into community organization sometime in March.

Johnny Valenzuela gave a presentation on the Block Parties that he will be organizing (slides are attached).

David Spath noted that there is a lot of material to cover and suggested that the content be pared down to essentials like Red Flag days, evacuation, and parking.

This led to a discussion on how to prioritize the topics to be covered and what information to pass out at the community events. Johnny has assembled a lot of publicity materials and items that can be distributed to residents to get out the "brand" of the Fire District and raise consciousness. Having the District website address and a QR code on items will make it easier for residents to access information, so that not all of it has to be passed out in solid form or discussed in these neighborhood meetings.

Peter Liddell noted that this information gets old and having it on the website is a big advantage because it can be updated.

Danielle asked if there will be any attempt to recruit block captains for areas that do not yet have block captains.

Larry Nagel stated that the Block Party presentation needs to leave time for questions. Also, the Block Party organization should take advantage of the present CERT organization.

Peter Guerrero agreed with the idea of exploiting the CERT organization. He also agreed that Block Parties can contain many different aspects like music, pancake breakfasts, and so forth.

b. Next steps in researching Outdoor Emergency Public Address Systems

To be considered: (1) Deployment and utility of EPAs locally and regionally; (2) Questions that residents may have; (3) Technical questions for public officials; (4) Development of educational materials and a survey for residents to assess community support; (5) Potential vendors, costs, and funding subsidies (Potential Action)

Kevin noted that radios do not appear to be appropriate for emergency warning, as we discussed last time, based on advice from outside experts; so we need to pursue emergency public address (EPA) systems.

Katie noted that the systems at Laguna Beach worked very well in the most recent wildfire. Katie asked if we could have Joe Grupalo talk to us about how Zonehaven and EPA systems would be integrated. Katie noted that EPA systems can be used for

both fire and other emergencies.

Larry Nagel stated that he thought a subcommittee had been formed to study these issues. Kevin stated that the subcommittee consisted of Katie Gluck, David Spath, and himself, but that he felt it was necessary to review these issues with the entire Emergency Preparedness Committee. David and Kevin have discussed logistic questions that need to be answered, and Katie has been consulting public safety officials about their experience with EPAs.

Danielle Madugo noted that Joe Grupalo has an excellent handle on these issues since he is a former battalion chief and is now working for Zonehaven. She suggested a talk from Joe would help move this issue along.

Lisa Caronna suggested that we need to find some answers before we conduct a survey of residents.

Kevin noted that the draft survey he prepared was for discussion purposes with the committee so that it could be fine-tuned for distribution to the public. A good survey should provide background information so that residents are educated about the facts before they are simply asked to offer opinions. He distinguished between two types of questions about EPAs. One set comprises questions that members of the public are likely to have (functions, number, placement, costs, testing, etc.) and the other is more specialized, for EPC members and public safety officials (how will the devices be activated, controlled, monitored, etc.).

Paul Moss noted that no survey should go out until we have the answers to the second set of questions. Paul Moss suggested that we send these questions to Joe Grupalo and have a solid hour discussion with Joe.

Katie noted that she also thought that we should have Joe Grupalo answer our questions. Katie stressed that we need to get moving on EPA systems.

Kevin noted that the Fire Board has to approve installing EPA systems and they will not do that if the public isn't in favor of this. So it's important to inform the public about these systems and then ask for feedback before assessing whether to bring a proposal to the Board

Peter Guerrero noted that we have the obligation to get answers to the second set of questions before proceeding further.

Dave stated he has to agree with Peter Guerrero. He noted that we have to get the answers to the questions and take it to the Board and they can determine whether to have a survey. Kevin noted that the function of the EPC is to do research on public safety issues that, once gathered and digested, can be brought to the Board. The EPC is delegated to do this work, and the GM is responsible for any RFPs, contracts, and legal arrangements that may be involved.

Bill Hansell noted that we need a vendor to make a specific proposal so that we can pursue funding options before taking this to the community. We discussed the fact that Berkeley was able to "piggyback" on Laguna Beach's offer to Genasys Systems, because LB had previously circulated an RFP involving several companies and Genasys was awarded the contract for reasons similar to what we might expect would

work in Kensington (e.g., similar system to Berkeley, whose topography and problems are much like ours).

Lisa Caronna stated that we can't get moving on EPA systems without the approval and encouragement of the Board. The EPC can only make recommendations.

Bill noted that if we are to pursue a grant we need very thorough and very specific information on the system with engineering details, implementation plans, and cost estimates. We already have gathered much of this information, but estimates would have to be updated.

Paul proposed that we have someone like Joe Grupalo out to talk to us and answer our questions.

Kevin summarized that we will try to have Joe Grupalo speak at our next meeting or have a special meeting to address the questions we have been working on. Kevin will schedule a Special Meeting of the EPC for March 17, 2022 beginning at 1 PM to discuss this matter with Joe Grupalo.

c. Call for Special Meeting with the KFPD Board and the EPC

To consider a formal request to the KFPD Board of Directors to schedule a Special Meeting of the KFPD Board and the EPC to review past accomplishments and consider EPC directions going forward (Potential Action)

This item was tabled

7. EMERGENCY PREPAREDNESS COORDINATOR'S REPORT

There was no further report

8. CALL FOR FUTURE AGENDA ITEMS

None

9. ADJOURNMENT

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District will be held on April 28, 2022 at 3:00pm via Zoom Conference.

The meeting was adjourned at 5:35 PM by Chair Kevin Padian.

KFPD Emergency Preparedness Committee
Minutes of the February 24, 2022 Regular Meeting

MINUTES PREPARED BY: Larry Nagel

These minutes were approved at the Emergency Preparedness Committee Meeting of the Kensington Fire Protection District on April 28, 2022.

Attest:

Emergency Preparedness Committee Member

DRAFT

NEIGHBORHOOD EMERGENCY PREPAREDNESS

BLOCK PARTY

Safety starts at home.



KENSINGTON
FIRE PROTECTION DISTRICT

BLOCK PARTY OVERVIEW

45 MIN- 1 HOUR OF TRAINING MATERIAL

INTRODUCTION / ICE BREAKER

CWS / ALERTS & COMMUNICATION TOOLKIT

RED FLAG DAYS: GO BAGS / PARKING / EVACUATION PROTOCOL

HOME HARDENING / DEFENSIBLE SPACE - PROPERTY INSPECTIONS

TRAINING, RESOURCES & ANNOUNCEMENTS

FEEDBACK SURVEY & OPEN FORUM

BLOCK PARTY ICE BREAKER TRIVIA



PUBLIC EVENTS - SOFT OPENINGS

MARCH 19 - Colusa Circle 5K

APRIL 30 - Shred & Med Drop Off

MAY 19 - Kensington Hilltop Carnival

MAY-JUNE - BLOCK LEVEL TRAININGS



KENSINGTON
FIRE PROTECTION DISTRICT

COMMUNITY SAFETY EVENT

SHRED & MEDS
PAPER AND PHARMACEUTICAL DROP-OFF

KENSINGTON LIBRARY PARKING LOT

SAT APRIL 30
11:00am-2:00pm

INFO: KENSINGTONFIRE.ORG

FUNDED BY KENSINGTON FIRE PROTECTION DISTRICT



HOME HARDENING CAMPAIGN



HARDEN YOUR HOME
AGAINST WILDFIRES

CLEAN DRY DEBRIS
FROM RAIN GUTTERS



KENSINGTON
FIRE PROTECTION DISTRICT



HARDEN YOUR HOME
AGAINST WILDFIRES

WEED ABATEMENT



KENSINGTON
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HARDEN YOUR HOME
AGAINST WILDFIRES

ROOFING & SIDING



KENSINGTON
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HARDEN YOUR HOME
AGAINST WILDFIRES

COVERING VENTS
& OPENINGS



KENSINGTON
FIRE PROTECTION DISTRICT



Fire Hazard Reduction Checklist



Zone 1 Requirements

Definition: Zone 1 extends 30 feet from buildings, structures, decks, etc. in all portions within the community of Kensington including the designated Very High Fire Hazard Severity (VHFHS) Zones

- Remove all dead plants, grass and weeds within 30 feet of buildings, structures, decks, etc.
- Remove dead or dry leaves and pine needles from your yard, roof and rain gutters.
- Trees shall be maintained so that no portion is closer than 10 feet from any chimney opening.
- Trees, shrubs, bushes or other vegetation adjacent to or overhanging any structure shall be maintained free of dead limbs and other combustible matter such as vines and loose papery bark.
- On mature trees, limbs should be removed up to 10' above the ground. Smaller trees should be limbed to 1/3rd of their height up to 6' above the ground, but in no case less than 18 inches from the ground.
- Relocate wood piles to Zone 2 if applicable.
- Remove or prune flammable plants and shrubs near windows.
- Remove vegetation and items that could catch fire from around and under decks.
- Create a minimum 6-foot separation between trees, shrubs or vegetation and combustible materials.
- Vacant lots in Zone 1 shall be maintained to be 30 feet wide along the property line.

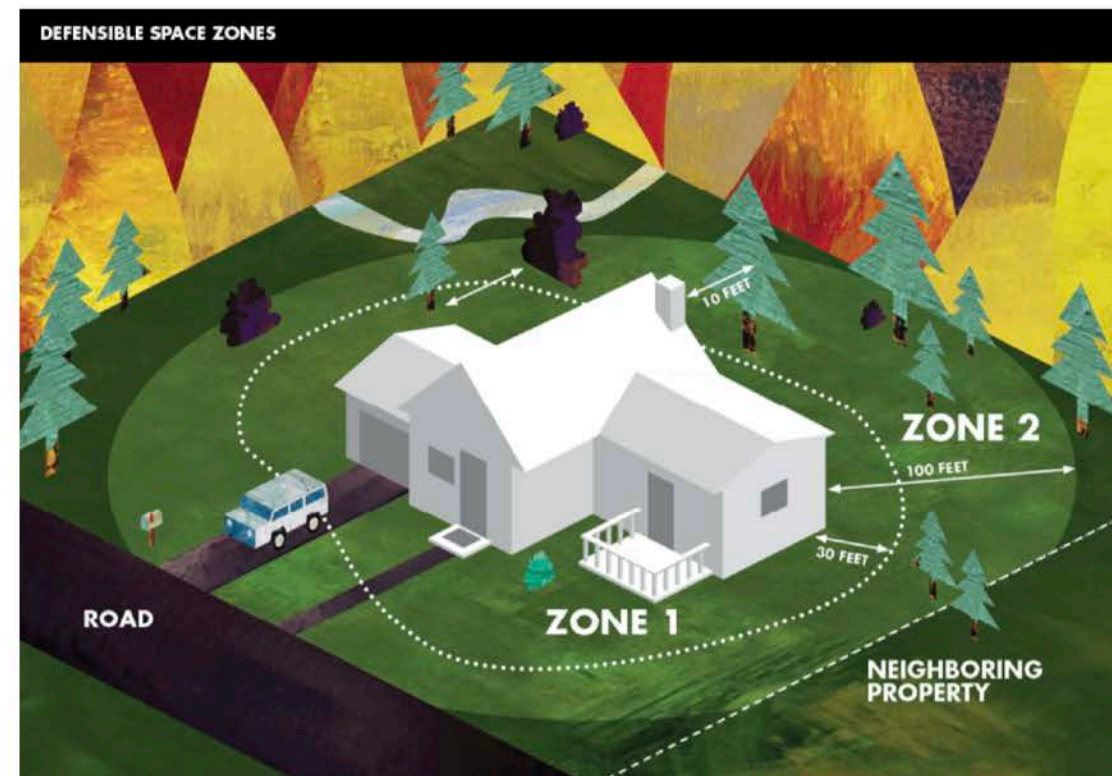
Zone 2 Requirements

Definition: Zone 2 extends from 30 feet to 100 feet out from buildings, structures, decks, etc. in only those areas within the community of Kensington designated as the Very High Fire Hazard Severity (VHFHS) Zones. **NOTE: All Zone 1 requirements shall be followed in addition to the following Zone 2 requirements:**

- Cut or mow weeds and grass shall be cleared to a maximum height of 6 inches.
- All fire hazardous vegetation **except for weeds and grass** shall be cleared and maintained to a height no greater than 18 inches above the ground.
- Vacant lots in Zone 2 shall be maintained to be 100 feet wide along the property line.

To find out if your property is located within a Very High Fire Hazard Severity (VHFHS) Zone, visit: <https://egis.fire.ca.gov/FHSZ/> On the upper right side of the page, click on the "Address Search" button.

Kensington Fire Protection District Fire Hazard Reduction Guidelines



Zone 1

Zone 1 extends 30 feet from buildings, structures, decks, etc. in all portions within the community of Kensington including the designated Very High Fire Hazard Severity (VHFHS) Zones. Vacant lots in Zone 1 shall be maintained to be 10 feet wide along the property line.

- Remove all dead plants, grass and weeds (vegetation).
- Remove dead or dry leaves and pine needles from your yard, roof and rain gutters.
- Trees shall be maintained so that no portion is closer than 10 feet from any chimney opening.
- Trees, shrubs, bushes or other vegetation adjacent to or overhanging any structure shall be maintained free of dead limbs and other combustible matter such as vines and loose papery bark.
- On mature trees, limbs should be removed up to 10' above the ground. Smaller trees should be limbed to 1/3rd of their height up to 6' above the ground, but in no case less than 18 inches from the ground.
- Relocate wood piles to Zone 2 if applicable.
- Remove or prune flammable plants and shrubs near windows.
- Remove vegetation and items that could catch fire from around and under decks.
- Create a minimum 6-foot separation between trees, shrubs or vegetation and combustible materials.

Zone 2

Zone 2 extends from 30 feet to 100 feet out from buildings, structures, decks, etc. in only those areas within the community of Kensington designated as the Very High Fire Hazard Severity (VHFHS) Zones. Vacant lots in Zone 2 shall be maintained to be 30 feet wide along the property line. **NOTES:** (1) All Zone 1 requirements shall be followed in addition to the following Zone 2 requirements: (2) The vast majority of the entire community of Kensington is in the VHFHSZ.

- Cut or mow weeds and grass shall be cleared to a maximum height of 6 inches.
- All fire hazardous vegetation **except for weeds and grass** shall be cleared and maintained to a height no greater than 18 inches above the ground.



Home Fire Hazard Reduction

DEFENSIBLE SPACE ZONES

Kensington Fire Protection District recommends homeowners utilize the "Home Ignition Zone" concept to make up the required 100 feet of defensible space. Many homes do not have 100' of space between structures and parcel lines. Property owners are required to maintain defensible space to their property line. Work with neighbors to help provide defensible space for their homes, and ask neighbors for help if their property threatens yours. In most cases, the most effective solution is a cooperative approach between neighbors.

The most important zone is closest to your structures from 0'-5'. If you've taken all of the steps outlined here and worked to harden your home, neighboring properties typically present only a minimal risk. Work with neighbors or land managers to reduce fuel on nearby properties or create fuel breaks to help reduce the risk to your community.



- ZONE 0** 0-5' from structures
- ZONE 1** 5' from house to 30' away
- ZONE 2** 30' -100' away from house

FIRE HAZARD REDUCTION CHECKLIST

- Remove all dead plants, grass and weeds within 30 feet of buildings, structures, decks, etc.
- Remove dead or dry leaves and pine needles from your yard, roof and rain gutters.
- Trees shall be maintained so that no portion is closer than 10 feet from any chimney opening.
- Trees, shrubs, bushes, or other vegetation adjacent to or overhanging any structure shall be maintained free of dead limbs and other combustible matter such as vines and loose papery bark.
- On mature trees, limbs should be removed up to 10' above the ground. Smaller trees should be limbed to 1/3rd of their height up to 6' above the ground, but in no case less than 18" from the ground.
- Relocate wood piles away from the home, buildings, structures, decks, etc.
- Remove or prune flammable plants and shrubs near windows.
- Remove vegetation and items that could ignite from around and under decks.
- Create a minimum 6-foot separation between trees, shrubs or vegetation and combustible materials
- Vacant lots shall have a 10 foot wide defensible space maintained along the property line.
- Cut or mow weeds and grass. Shall be cleared and maintained to a maximum height of 6 inches.
- All fire hazardous vegetation except for weeds and grass shall be cleared and maintained to a height no greater than 18 inches above the ground.
- Vacant lots shall be maintained to be 30 feet wide along the property line.



KENSINGTON

FIRE PROTECTION DISTRICT


KENSINGTON

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f @kensingtonfpd www.kensingtonfire.org

BLUCK PARTY
Safety starts at home.

PUBLICATIONS




KENSINGTON
FIRE PROTECTION DISTRICT

WILDFIRE PREPAREDNESS WORKBOOK

KEEP THIS IN A SAFE PLACE


DISASTER DIRECTORY CONTRA COSTA COUNTY



GOVERNOR'S OFFICE OF EMERGENCY SERVICES
CalOES.ca.gov

AUGUST 2021

DISASTER READY GUIDE



ENGLISH

ALSO AVAILABLE IN:
Español
中文
Filipino
Tiếng Việt
한국어
Lus Hmoob

LISTOS CALIFORNIA: ListosCalifornia.org

GOVERNOR'S OFFICE OF EMERGENCY SERVICES: CalOES.ca.gov

OFFICE OF THE GOVERNOR OF CALIFORNIA: Gov.ca.gov

OCP&R - Oakland Community Preparedness & Response Guide #11

HOME AND PROPERTY INSURANCE

Having the right amount and type of insurance and well-organized records makes a world of difference after a disaster. Make sure that all your insurance information is in-place and that your policy is up-to-date and coverage is sufficient well before it's needed.

HOME INVENTORY

DOCUMENT **First Contact Your Insurance Agent**
Ask what documentation is required should you ever have to file a claim. The likely answer is a detailed inventory list with item descriptions, photos or videos, serial numbers and receipts. Any items without a specific market value, such as jewelry or art, should be appraised by an independent expert.

Then Document Everything You Own
There are a number of home inventory apps that provide an easy and fast way to document your property and securely store the records. Or you can use a spreadsheet (a free example is at: www.uphelp.org) or just write down items on paper. You do not want to rely on your memory after a disaster strikes!

Go Room-by-Room and Inventory All Contents
Note when each item was acquired and what it cost, if you can. Recording serial numbers for more expensive items can be helpful if a theft occurs. Open drawers, closets, etc., and empty containers and boxes. Remember that your attic, basement and garage are part of your property, too.

PHOTOGRAPH OR VIDEOTAPE - As you create your inventory document, take photos or videos with your phone or a digital camera of each room and all its contents. The easiest method is to make a video, narrating as you record. Photograph or film the entire space, including every wall, the ceiling and floor. Describe every item and feature, such as light fixtures and hardwood flooring, to the best of your ability. More detail is better than less.

DIGITIZE AND STORE ONLINE - The most complete home inventory is worthless if you can't access it or if it is destroyed in the disaster. Scan and digitize all paper documents such as passports, birth certificates, titles and deeds, family photos, wills, financial documents, etc. Scan all receipts you have for major purchases. And if you wrote down your inventory list on paper, scan that as well.

Store all your digitized home inventory files, photos and/or videos on-line using "cloud" storage services such as iCloud, Dropbox, Google Drive, etc. As an additional backup, copy all these files on to a USB/thumb drive and give it to a trusted out-of-state friend or relative for safe-keeping, or store it in a bank safe deposit box.

Refresh your home inventory and take new photos or videos at least every two years, or more often as property is added.

www.oaklandcpandr.org | 510.575.0916 | info@oaklandcpandr.org

OCP&R - Oakland Community Preparedness & Response Guide #10

HOME HARDENING FOR EARTHQUAKE

In an earthquake or other disaster, many items in and around your residence can become hazards. Take steps now to minimize the amount of damage to your family and property.

MINIMIZE HAZARDS INSIDE YOUR RESIDENCE

HOT WATER HEATER - If your water heater tips over or breaks in an earthquake it can cause injury, possible explosion, or fire if the gas line breaks. Strap your water heater securely to the wall studs in two places with a water heater strapping system. Use flexible gas and water connectors.

LARGE ELECTRICAL AND GAS APPLIANCES - Movement during an earthquake can pull on electrical cords, breaking them and creating a potential for fire. Check electrical cords to make sure that they are long enough to allow for movement of up to a few feet. Broken gas lines can cause a fire and/or an explosion. Have a qualified professional replace all short, non-flexible gas lines or connectors on gas appliances with longer, flexible connectors.

CABINETS - Be careful when opening cabinet doors after an earthquake because items may have shifted and could tumble out. Install strong latches on kitchen, laundry room and bathroom cabinets to keep the contents from flying or spilling out. Lay soft rubber shelf covering on dish and canned good shelves.

HEAVY OBJECTS - Heavy items can become flying objects during an earthquake and may cause injury. Secure computers, microwave ovens, stereos and other items with fasteners or straps such as hook-and-loop tape. Secure breakable objects with products such as quake (museum) wax or gel. Place heavy objects only on lower shelves.

PICTURES AND MIRRORS - The shaking during an earthquake can cause pictures to fall off walls and break the glass into sharp shards. Fasten large pictures and mirrors securely by hanging them with a wire on a closed or "maze" hook. Use clear acrylic plastic instead of glass to cover pictures. Avoid having glass and heavy objects around or over your bed or where you often sit.

TALL AND HEAVY FURNITURE - Top-heavy furniture such as entertainment centers, bookshelves or dressers can tip over during an earthquake, causing injury or damage. Securely fasten these to the wall studs with metal "L" brackets, cable straps or specially-designed flexible hook-and-loop straps that allow slight movement during an earthquake.

HOUSEHOLD CHEMICALS - During an earthquake, containers of household chemicals can tip over and spill, causing potentially dangerous conditions. Limit the amount of hazardous materials in storage. Store chemicals in their original containers in a shallow pan on a low shelf or inside cupboards that can be securely latched to limit possible leaking, splashing or dripping.

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Wildfire HOME ASSESSMENT & Checklist

What to know and what you can do to prepare.

UNIVERSITY OF CALIFORNIA
Agriculture and Natural Resources

UC ANR Publication 8695 | July 2021
<https://doi.org/10.3733/ucanr.8695>
<https://anrcatalog.ucanr.edu>



Reducing the Vulnerability of Buildings to Wildfire: Vegetation and Landscaping Guidance


Introduction

What can Californians do to improve the chances that their homes will survive a wildfire? The good news is that research demonstrates that a home's odds of surviving a wildfire can be substantially improved through careful attention to three principles: (1) thoughtful landscape design aimed at reducing and separating combustibles (vegetation, lawn furniture, and other landscape assets) within the defensible space on a property, (2) retrofitting homes to resist wildfire, and (3) implementing ongoing maintenance of the

home and landscaping to reduce combustible materials (for example, leaves and needles) and to address the wear and tear that homes incur over time.



This publication acknowledges the importance of a coupled approach to improving the odds of home survival—an approach that encompasses the home as well as the vegetation and other combustible materials on the property. However, this publication focuses primarily on landscaping issues on a property; more detail about home hardening can be found in publications listed in the reference section (IBHS 2019; Quarles et al. 2010).

Preparing for wildfire does not have to be costly. The first step is to understand the three types of exposures that can threaten a home during a wildfire so that actions specific to the context of an individual's home and landscape can be prioritized.



FIRESCAPE

LANDSCAPING TO REDUCE FIRE HAZARD





Home Fire Hazard Reduction

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ZONE 0 0-5' from structures
ZONE 1 5' from house to 30' away
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- All fire hazardous vegetation except for weeds and grass shall be cleared and maintained to a height no greater than 18 inches above the ground.
- Vacant lots shall be maintained to be 30 feet

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SESAME STREET FIRE SAFETY PROGRAM

Color and Learn



U.S. Fire Administration FEMA

BLOCK PARTY

Safety starts at home.

BOOTH DISPLAYS



KENSINGTON
FIRE PROTECTION DISTRICT


**RED FLAG DAYS
ARE COMING.**

ARE YOU READY?

PREPARE NOW!

- REGISTER FOR ALERTS
- PACK A GO BAG
- BE READY TO EVACUATE

f @kensingtonfpd



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FIRE PROTECTION DISTRICT

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KENSINGTON
FIRE PROTECTION DISTRICT

**HOW WILL YOU KNOW AN
EMERGENCY
IS HAPPENING?**

**DON'T MISS
CRITICAL INFO.
SUBSCRIBE!**

- CWS ALERTS
- NIXLE
- KFPD EMAIL

f @kensingtonfpd



BOOTH DISPLAYS / EMERGENCY KIT EXAMPLES



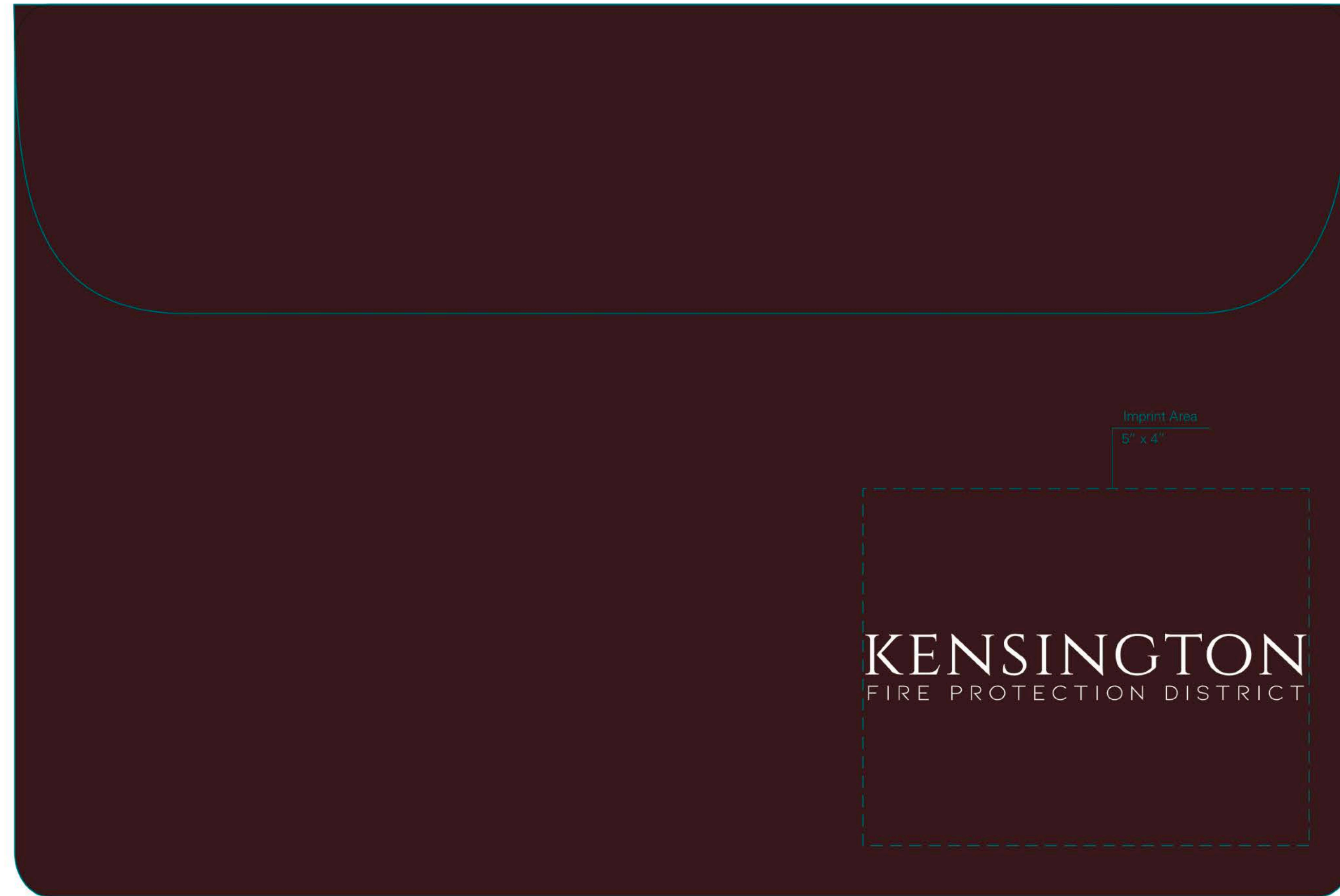
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NEIGHBORHOOD EMERGENCY PREPAREDNESS
BLOCK PARTY
Safety starts at home.

BOOTH DISPLAYS / ADDITIONAL EMERGENCY KIT ITEMS



VITAL DOCUMENTS PORTFOLIO



BRANDED SAFETY PROMOTIONAL ITEMS



MISC. ITEMS

