



KENSINGTON FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
AGENDA

Wednesday, November 9th, 2022 7:00pm
The Fireside Room at the
Unitarian Universalist Church of Berkeley
1 Lawson Rd, Kensington CA 94707

This meeting will be held in person in the Fireside Room at the Unitarian Universalist Church of Berkeley, 1 Lawson Rd, Kensington CA 94707. Members of the public not in attendance may provide public comment by emailing the Board President and Board Clerk prior to the meeting at the following address: public.comment@kensingtonfire.org. Such comments will be noted as received and their contents orally summarized; they will then be included as part of the minutes of the meeting. In-person public comments will have a maximum allowance of 3 minutes per individual comment, subject to the Chair's discretion.

Instructions on how to make a public comment during the meeting: At points in the meeting when the meeting chair requests public comment, members of the public participating in the live meeting can simply raise their hand to be recognized. Public comment will be taken on each agenda item, and comment on issues not on the agenda will be taken at the beginning of the meeting. Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair, except that public speakers using interpretation assistance will be allowed to testify for twice the amount of the public testimony time limit (California Government Code section 54954.3(a)).

Any member of the public who needs special accommodations should email public.comment@kensingtonfire.org 48 hours prior to the meeting. This 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).

TIMING OF AGENDA ITEMS: *Approximate times are included below but may vary to accommodate appropriate discussion time and attention to the individual items.*

1. (7:00pm) CALL TO ORDER/ROLL CALL

President Nagel, Secretary Kosel, Director Dommer, Director Stein

2. (7:03pm) ANNOUNCE AND ADJOURN TO CLOSED SESSION

- a. **Closed Session:** The Board may recess to consider matters of pending litigation (GC 54956.9), personnel (GC 54957), labor relations (GC 54957.6), and real property negotiations (GC54956.8). Records are not available for public inspection.

Subject: Public Employee Performance Evaluation (GC54957) – (Title: General Manager)

Subject: Conference with Labor Negotiators (GC54957.6) – Agency designated representatives: President Larry Nagel and Secretary Janice Kosel; Unrepresented employee: General Manager.

3. (7:45pm) RECONVENE TO OPEN SESSION

Report on action taken by the Board during closed session, if any, pursuant to California Government Code Section 54957.1

4. (7:48pm) PUBLIC COMMENT

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

5. (7:55pm) ADOPTION OF CONSENT ITEMS

Items listed below are consent items, which are considered routine by the Board of Directors and will be enacted by one motion. The Board of Directors has received and considered reports and recommendations prior to assigning consent item designations to the various items. Copies of the reports are available to the public by contacting the General Manager. The disposition of the item is indicated. There will be no separate discussion of consent items. If discussion is requested for an item, that item will be removed from the list of consent items and considered separately on the agenda. (Supporting material)

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) (Approve)

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)

6. (8:00pm) OLD BUSINESS - None

7. (8:00pm) NEW BUSINESS

a. **(8:00pm) Emergency Preparedness Review Including Emergency Warning Systems, Grants, Red Flag Day Parking Restrictions, and Evacuation Drills** (Supporting Material)

President Nagel and Chief Saylor will review the topics from the 10/27/2022 Emergency Preparedness Meeting in order to develop priorities and next steps for the coming year. Action = Presentation/Discussion. Direct staff as needed.

b. **(8:50pm) Construction Update on the PSB Seismic Renovation** (Supporting Material)
The General Manager will provide a brief progress update on the PSB Seismic Renovation.

Action = Presentation/Discussion. Direct staff as needed.

c. **(9:00pm) At-Will Employment Agreement for General Manager – Consideration of Amended Employment Agreement** (Supporting Material)

The General Manager's current At-Will Employment Agreement expires on 11/11/2022. The board will consider amending the agreement with new terms including potential adjustments to compensation, benefits, and/or other conditions.

Action = Discuss and amend the General Manager's At-Will Employment Agreement and approve adjusting the FY2022-2023 budget to accommodate the terms.

d. (9:15pm) Request KPPCSD Board to Approve Use of the Kensington Community Center on the Second Wednesday of Each Month for KFPD Board Meetings

Since 2020, the General Managers of the KFPD and KPPCSD have anticipated holding KFPD board meetings in the renovated Community Center with hybrid In-Person/Zoom capabilities. With the easing of Covid restrictions and the implementation of the necessary IT equipment, the KFPD asks the KPPCSD board to approve priority use of the Community Center for its regular meeting dates, as there is a booking conflict with another regular group, the Grizzly Peak Fly Fishers, at that time. If the Community Center is not available, then the Board should determine where to hold its meetings during the renovation of the Public Safety Building (until Spring 2024), and assign a budget amount for rental and portable IT costs.

Action = Discuss and direct staff as needed.

8. (9:20pm) FIRE CHIEF'S REPORT (Supporting Material)

Action = Presentation/Discussion

9. (9:27pm) EMERGENCY PREP COORDINATOR'S REPORT (Supporting Material)

Action = Presentation/Discussion

10. (9:35pm) GENERAL MANAGER'S REPORT (Supporting Material)

Action = Presentation/Discussion

11. (9:45pm) COMMITTEE REPORTS

Informational reports from Board members or staff covering the following assignments:

a. Emergency Preparedness Committee Meeting - Nagel (Supporting Material)

Draft Meeting Minutes of 10/27/2022 included for reference.

Action = Report by EPC Chair & Discussion

b. Finance Committee Meeting - None

12. (9:55pm) OUTSIDE AGENCIES REPORTS

a. Contra Costa Special Districts Association – None. Next mtg is 11/21/2022.

13. (10:00pm) ADJOURNMENT

The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on December 14, 2022 at 7:00pm. The deadline for agenda items to be included in the Board packet is Wednesday, November 30, 2022 by 1:00pm. The deadline for agenda-related materials to be included in the Board Packet is Wednesday, December 7, 2022 by 1:00pm.