

**KENSINGTON FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
MINUTES**

Date of Meeting: January 8, 2020

Time of Meeting: 7:00 p.m.

Place of Meeting: Building E in Kensington Park, 59 Arlington Avenue, Kensington, CA 94707

PRESENT: **Directors Present:** Don Dommer, Larry Nagel, Kevin Padian and Julie Stein
 Directors Absent: Janice Kosel
 Staff: Andrea Ausberry

CALL TO ORDER:

President Stein called the meeting to order at 7:00 p.m. and called roll.

1. ADOPTION OF CONSENT ITEMS: Items 3, 4, 5, 6

MOTION: M/s Dommer/Padian: To approve the Consent Calendar Items 4, 5, 6
VOTE: Ayes: Dommer, Padian, Stein - Noes: None - Absent: Kosel, Nagel
Motion passed unanimously. Audio Time Stamped: 1.40

President Stein pulled Consent item 3.

2. ORAL COMMUNICATIONS:

Commencement of Board member period for oral communications.

CC ITEM 3: APPROVAL OF THE MINUTES. Approval of the minutes of the regular meetings of November 13, 2019, December 11, 2019, and special meeting of December 11, 2019

MOTION: No motion
VOTE: None Audio Time Stamped: 7.10

(8 on Agenda) Proposed Amendment to policy 1070.11-13 regarding the role of the President

MOTION: M/s Nagel/Dommer: To table the first reading of the proposed amendment of the policy 1070.11-.13 regarding the role of the President and instruct RGS to come back with a revised policy that includes the amended roles of the District Manager.
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 37.10

(9 on Agenda) Proposed District Manager job description and staffing structure options (to be presented by Allison Picard, Lead Human Resources Advisor, RGS)

MOTION: M/s Nagel/Padian: Schedule a special meeting to review the staffing requirements and the staffing model that we want to pursue with RGS
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 1.18.50

(7 on Agenda) Approve Extension of Contract with Regional Government Services Contract to \$101,000. Revise District Budget to Reallocate \$65,000 to Regional Government Services Line Item. (to be presented by Glenn Lazof, Director of Finance Services, RGS)

MOTION #1: M/s Nagel/Padian: Approval to increase the authorization with the contract with RGS by \$65,000
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 1.29.44

MOTION #2: M/s Nagel/Dommer: To increase the budget line item with the RGS contract by \$65,000
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 1.31.35

(10 on Agenda) APPROVAL OF SIGNATORIES. Authorizing Credit Card users, appointing the Finance Committee as bank, investment and Contra Costa County signatories, removing former District Manager and consultants as needed during transition

MOTION: M/s Padian/Nagel: To approve Finance Committee members as authorized signatories for banking, investment, county and other financial activities and second, authorize President to designate consultants as signatories during transition.
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 1.43.30

(11 on Agenda) APPROVAL TO APPROPRIATE FUNDS. Appropriate \$8,500 to New Line Item Information Technology

MOTION: M/s Padian/Dommer: Approve to Appropriate \$8,500 to New Line Information Technology.
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 1.53.55

(12 on Agenda) PRESIDENT'S REPORT:

President Stein gave the President's report and referred to the summary in the agenda packet.

(13 on Agenda) FIRE CHIEF'S REPORT:

Chief Pigoni gave his report.

OLD BUSINESS:

(14 on Agenda) Proposed Policy Manual Revisions to Policy 1040-Conflict of Interest Committees of the Board

MOTION: M/s Padian/Nagel: To accept the Policy amendment.
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 2.16.45

NEW BUSINESS:

(15 on Agenda) Consideration to offer emergency radios to Kensington citizens under a voluntary contribution program.

The Board discussed this item.

(16 on Agenda) Request to the Kensington Police Protection and Community Service District (KPPCSD) Board to participate in a joint committee concerning the future housing of the Kensington Police and Fire Departments

MOTION: M/s Padian/Nagel: To send the letter.
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 2.47.50

(17 on Agenda) Appointment of Directors to standing committees for Calendar Year 2020

- a. Finance Committee: Director Dommer – Director Stein
- b. Emergency Preparedness Committee:
 - 1. Director Nagel
 - 2. Director Padian
 - 3. Ms. Lisa Caronna
 - 4. Ms. Cortis Cooper
 - 5. Ms. Katie Gluck
 - 6. Mr. Peter Guerrero
 - 7. Mr. Peter Liddell
 - 8. Mr. Paul Moss
 - 9. Mr. David Spath

MOTION: M/s Nagel/Dommer: To approve the standing committees presented by President Stein
VOTE: Ayes: Dommer, Nagel, Padian, Stein - Noes: None - Absent: Kosel,
Motion passed unanimously. Audio Time Stamped: 2.50.30

(18 on Agenda) BOARD REPORTS:

Board members gave informational reports.

ADJOURNMENT: The meeting was adjourned at 10:08 p.m.

MINUTES PREPARED BY: Sasha Amiri-Nair

Minutes of January 8, 2020

These minutes were approved at the regular Board Meeting of the Kensington Fire Protection District on
11 Mar 2020.

Attest:



Board Secretary