



Moraga-Orinda Fire Protection District

BOARD OF DIRECTORS SPECIAL BOARD MEETING MINUTES

April 29, 2020
(Approved May 20, 2020)

1. The Board of Directors convened a Teleconference Open Session at 8:39 p.m. on April 29, 2020, via the Zoom application, <https://zoom.us/j/98405174866>, webinar id: 984 0517 4866 and/or by Phone 669-900-6833. Pursuant to Executive Order N-29-20, Teleconferencing Restrictions of the Brown Act have been suspended. MOFD is closely following the latest Public Health Order from the Contra Costa Health Services issued on March 17, 2020. At this time, all formal public meetings will continue remotely.

President Danziger called the meeting to order and requested an attendance roll call. Present were the following Directors and Staff:

President Danziger	Director Jorgens	Christine Russell, HR Benefits Manager
Director Baitx	Dave Winnacker, Fire Chief	Jonathan Holtzman, District Counsel
Director Donner	Gloriann Sasser, Admin Services Director	Marcia Holbrook, District Clerk
Director Jex	Jeff Isaacs, Fire Marshal	

2. **PUBLIC COMMENT (audio 156:02)**

President Danziger opened Public Comment. Public comment remained open for a minimum of 1 minute to allow for potential digital processing delays to ensure that the public had sufficient time and opportunity to send in questions or comments via the Zoom Chat or by the designated email at MOFD.org or by the Raise Hand function via the Zoom App.

Vince Wells, President of Firefighters Local1230, commented on behalf of the Firefighters, members of Local 1230, expressed the need for Firefighters as they not only fight fires, but respond to many different types of emergencies.

Ken Light, Orinda Resident, requested for President Danziger and Fire Chief Winnacker to walk around the Orinda County Club to view the dead trees that are down and dead brush.

Sharon Chan, Town of Moraga, Assistant Engineer/Project Manager, announced the closure of Canyon Road Bridge beginning May 4, Monday through Saturday from 9 a.m. to 4 p.m. More information can be found on the Town of Moraga's website at Moraga.ca.us.

President Danziger closed Public Comment.

3. **CONSENT AGENDA (audio 169.04)**

- 3.1. Meeting Minutes – March 20, 2020 (Special meeting), and March 25, 2020
Staff Recommendation: Approve and File
- 3.2. Monthly Incident Report for March 2020
Staff Recommendation: Approve and File
- 3.3. Monthly Check/Voucher Register – February 2020, and March 2020
Staff Recommendation: Approve and File

President Danziger asked why the check register says accounts payable versus a description. ASD Sasser answered that it was an error and has been corrected.

Director Jorgens commented on the purchase of a forklift. Fire Chief Winnacker reviewed the functionality of the forklift and improved ability to quickly move emergency supplies and how the forklift is an integral part of the training center activities. President Danziger asked if specialized training was required to operate the forklift. Fire Chief Winnacker confirmed that Cal/OSHA requires specialized training.

There was no further discussion by the Board.

Motion by Director Jorgens and seconded by Director Jex to approve Consent Agenda items 3.1 through 3.3. Said motion carried roll call 5-0 vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None).

4. REGULAR AGENDA (audio 173:43)

4.1. Increased Suppression Staffing

Fire Chief Winnacker provided the report. At the June 2019 meeting, President Danziger requested a special meeting to discuss increased suppression staffing. The topic of increased Staffing was further discussed at the July 2019 meeting. In February 2020, Director Baitx requested that an item be placed on the March 2020 agenda. Due to COVID-19 shelter in place orders, the item was deferred to April 2020.

Fire Chief Winnacker reviewed the history and explained from 2007-2013 the District increased daily Staffing from 17 to 19 and put a dedicated ambulance in service at station 45 in Orinda. This staffing model ended in 2013 and reverted to the current cross staffed model in which the crew of Engine 45 staffs the ambulance when responding to EMS calls. This requires taking E45 out of service for the full length of the EMS call and creates a gap in coverage of North Orinda for approximately 90 minutes.

Fire Chief Winnacker shared the number of EMS transports and call volume from 2001 to current year-to-date and stated that transports had grown year over year for a variety of reasons. However, In March and April 2020, MOFD's medical calls for service are down approximately 50% due to decreases in resident activity as a result of COVID-19 shelter in place orders. It is unknown how long this reduction in call volume will persist; however, current year budget impacts are estimated to be between \$250K and \$400K due to lost ambulance revenue. While the end of the current situation is unknown, the current reduction in call volume and loss of ambulance revenue may carry into FY2021.

Fire Chief Winnacker reviewed the current 57 authorized line safety positions, of which 56 are filled. The authorized positions account for daily minimum staffing of 17 members, plus two vacation relief positions per shift. The vacation relief positions are used to backfill for leave usage and members who are off recovering from an injury. Suppression staffing can be increased in two ways.

- The first option is to authorize six additional positions (from the current 57 to 63) to maintain vacation relief. The fully burdened cost of this option is \$1.44M. The additional authorized positions will need to be hired and trained, which can take up to a year.
- At the June 2019 meeting, additional information was requested regarding increasing Staffing without adding additional authorized suppression positions. This second option increases daily minimum Staffing from 17 to 19 while maintaining the current total authorized positions of 57. Based on FY19 leave usage and FY20 pay scales, this option would result in an increase in overtime costs by approximately \$1.0M.

Staff requested direction from the Board to either; 1) Maintain status quo of 17 suppressing members per day with 2 vacation relief positions per shift. 2) Increase Staffing to 19 suppression members per day with existing authorized positions. 3) Increase Staffing to 19 suppression members per day with 2 additional vacation relief positions per shift.

Director Jorgens asked why the total number of transports is down from 2018 to 2019. Fire Chief Winnacker explained it was due to a number of elements. MOFD maximized the efficiency of the ambulances by minimizing return times and decreasing turnout times resulting in a decrease in the life span of the call. This action resulted in a reduction in ambulance and calls for the third ambulance. In addition, improved dispatch for Medic 41 and Medic 45 about subsequent calls for service. Previously, the ambulance status was not known by Dispatch until they went back to quarters. By making medic 41 and medic 45's status more transparent, that increased the number of times medic 41 and medic 45 were able to take the call by responding directly from their return from the hospital to the scene, which reduced the requirement for the third ambulance.

Director Baitx expressed concern over the lack of coverage in area 45 when the medical units are out transporting and supported having a fire engine and staff personnel at all times. Director Baitx recommended increasing staffing to 19 without overtime relief and fully staff the medic unit.

Director Donner stated he is in support of increased staffing, except not at this time due to COVID-19 and the unknown impact on the budget. Director Donner recommended increased roving staffing during red flag days with a 12-hour shift.

Director Jex opposed the increased staffing due to the increased deficit MOFD is facing for FY2021 and the priorities expressed by the citizens.

President Danziger stated support for increased staffing, except not at this time with the current financial situation MOFD is facing with the budget uncertainties. President Danziger shared that when staffing was reduced in 2013, it was with the caveat that when the financial situation in the District improved, those positions would be restored. President Danziger supports the recommendation of increasing staffing on red flag days or during the fire season.

Director Jorgens agreed that MOFD is not in a financial position to fund increased suppression staffing.

President Danziger opened the public comment.

Written public comment statements were read into record by Staff. Written public comments are attached to these minutes.

- 1: Steve Cohn
- 2: Maureen Rosati-Wee
- 3: Michael Franks & Sharon Abdilla

Vince Wells, President of Firefighters Local1230, commented that his main concern is assuring that MOFD has two ambulances fully staff instead of relying on a third ambulance coming from the private sector. ConFIRE will be reducing the number of ambulances on duty, which will impact Moraga and Orinda's ability to call 9-1-1 and have an ambulance pick up a patient.

Melanie Light, Orinda resident, commented that increased Suppression Staff is a high financial burden and permanent liability. Ms. Light added that the MOFD Board has already agreed to work with the City of Orinda to reduce the fuel load. Ms. Light asked that the Board consider fuel prevention and suppression as two separate issues.

There were no additional requests to address the Board. President Danziger closed Public Comment.

Motion by Director Jorgens and seconded by Director Jex to maintain the status quo of 17 suppression members per day with two vacation relief positions per shift. Said motion carried 3-1-0-1 roll call vote (Ayes: Donner, Jex, and Jorgens; Noes: Baitx; Absent: None; Abstain: Danziger). Motion Carried.

Motion moved by Director Baitx to Increase Staffing to 19 suppression members per day with existing authorized positions and remove the two vacation relief positions was not considered by the Board, as it did not receive a second motion.

President Danziger recommended adding the suggestion Direction Donner made of increased Staffing on red flag days or during fire season for the next agenda. Fire Chief Winnacker explained that he currently has the authority and the budget supports to increase staffing when local conditions warrant the extra resources. Fire Chief Winnacker added that Staff will continue to look for ways to reduce the impact of the Cross Staff Model. President Danziger stated that the Board would consider adding more discussion on increasing staff during fire season or red flag days on the next agenda.

No further discussion from the Board.

4.2. Fire Code Update (audio 216.20)

Fire Chief Winnacker provided the report. At the December 2019 board meeting, Staff presented proposed changes to the fire code for information only. At the January 2020 meeting, the proposed changes were

presented for input from the Board. Staff presented proposed changes to the fire code to the Moraga Town Council in February 2020 and the Orinda City Council in February and March 2020. Following these presentations, Staff worked with Staff from Moraga, Orinda, and Contra Costa County to refine the proposed code changes. The update is intended to be progressive and makes significant changes to reduce the threat of fire in our community. The proposed changes have evolved following input from the various agencies that must approve the code update. A summary of changes is included in the staff report, and they are in alignment with the ideas summarized in MOFD Strategic Wildfire Risk Reduction Plan.

Fire Chief Winnacker explained that in partnership with the city of Orinda, Town of Moraga, and Contra Costa County, the Fire Marshal will develop a model code update for the next code adoption cycle to address the new reality of wildfire threat. This code will include requirements for all new construction and major remodels/additions to comply with ember resistant building standards, under eave sprinklers for all construction that meets the District's current interior sprinkler requirements, and other measures that are currently being developed.

Fire Chief Winnacker reviewed the upcoming inspection process and the postcard sent to all parcels. The new postcard has been updated with the help from the Firewise groups to make it more accessible. After the postcards are issued, a property assessment will occur, which will include a visit by MOFD staff (either virtually using technology or in-person to assess a property) and identify specific elements that need to be completed on that property in order to comply with the fire code. If the property is found to be non-compliant, a citation will be issued with a 15-day notice to abate. No sooner than 15 days later, inspectors will re-inspect properties found to remain non-compliant and cited as failures. A pre-lien letter will be issued, indicating the date and time for a lien hearing.

Fire Chief Winnacker pointed out that this is a significant change from the current process whereby citations are issued with a ten-day notice to abate. Five additional days have been added to recognize the amount of time it takes to complete the work. The change also adds the 30-day assessment prior to the issuing of citation, and that this was in response to concerns raised by the Orinda city council. A summary of the major changes to the fire code is listed in the staff report.

Fire Chief Winnacker added that separate from the Fire Code update, Staff recommends adopting a Wildland Urban Interface Fire Area designation for portions of the District. This designation will require ember resistant construction in areas classified as High Fire Hazard Severity Zones. These areas are shown in orange on the map illustrated in the staff report. Very High Fire Hazard Severity Zones had required ember resistant construction since 2009 when MOFD adopted them via Ordinance 09-01. Fire Chief Winnacker made note that Ordinance 09-01, stated that MOFD was adopting the high and very high fire hazard severity zones. However, the map attached only showed the very high fire hazard zones. As a result of that, only the very high fire hazard zones were adopted; therefore, only the very high fire hazard zones in LRA required the use of ember resistant construction. As a result of the County Building Department's interpretation that the City of Orinda's absence of an adoption ordinance from Orinda, these standards have not been enforced since 2009. Working with Orinda and Moraga, the County has begun enforcing those standards for new construction. A letter from the City of Orinda staff and response from the Fire Chief is attached to the Staff report.

Fire Chief Winnacker also reviewed the Notice of Exemption. The NOE allows MOFD to designate areas of the jurisdiction as a CEQA exemption for all fuel mitigation hazard reduction done within 30 feet of structures unless the fire jurisdiction declares the need (supported by findings and evidence) to declare the need to move that to 100 feet. The notice of exemption will be to exempt all fuel mitigation work occurring within 100 feet of a structure so long as it does not result in the taking of endangered rare or threatened plants or animal species or significant erosion or sedimentation of surface waters.

President Danziger expressed support for the fire code updates and commended the Fire Chief on the updates.

Director Jorgens agreed with President Danziger's comments.

Director Jex recommended proceeding with the changes presented.

Director Baitx conveyed support for the proposed fire code changes. Direct Baitx also shared some of the concerns he has received regarding banning the use of combustible ground cover. Fire Chief Winnacker responded if it is green, creeping, irrigated, and maintained year-round, it is an acceptable ground cover. A proposed list of acceptable ground cover is provided—the original proposal called for two feet of vertical clearance of the home. The current proposal has been reduced to one foot of vertical clearance, which reduces the effectiveness of a direct flame transmission. However, it does maintain the effectiveness and access for maintenance to reduce the accumulation of combustible material underneath those plant species.

President Danziger opened Public Comment. There were no requests to address the Board. President Danziger closed Public Comment. No further discussion by the Board.

4.3. Authorization to Reclassify Accountant Position to Finance Manager Position; Approval of Unrepresented Employee Handbook Authorizing Salary and Benefits for Unrepresented Employees Effective April 30, 2020; Approval of Salary Schedule for Unrepresented Employees Effective April 30, 2020. (audio 237.28)

Administrative Services Director Sasser provided the report. The District currently has one full-time Accountant position that became vacant in March 2020. Currently, there are five positions that report directly to the Administrative Services Director (Accountant, Human Resources Benefits Manager, Payroll Technician, District Secretary/District Clerk, and Office Specialist). This has resulted in inefficiencies and several critical tasks understood only by one or two employees, which leaves the District vulnerable if a position is vacant or an employee becomes unable to work. Staff recommends restructuring the Administrative Services Division by reclassifying the Accountant position to a Finance Manager position while maintaining the same base monthly salary range. The Finance Manager will supervise the Payroll Technician. Staff recommends the following: maintaining the same base monthly salary range for the Finance Manager position currently in place for the Accountant position (\$6,512 to \$7,913), approve the Unrepresented Handbook that reflects these changes, and approve the salary schedule for the Unrepresented employees effective April 30, 2020.

President Danziger opened Public Comment. There were no requests to address the Board. President Danziger closed Public Comment. No further discussion by the Board.

Motion by Director Jorgens and seconded by Director Jex to authorize to Reclassify Accountant Position to Finance Manager Position; Approve the Unrepresented Employee Handbook Authorizing Salary and Benefits for Unrepresented Employees Effective April 30, 2020; Approve the Salary Schedule for Unrepresented Employees Effective April 30, 2020. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None).

4.4. Authorize Purchase of Air/Light Unit in the amount of \$247,060 and Authorize a Capital Projects Fund Expenditure Budget Adjustment Increase in the amount of \$187,060. (audio 241.53)

Fire Chief Winnacker provided the report. In 2017 the District applied for and was awarded a State Homeland Security Grant Program (SHSGP) grant for the purchase of an Air/Light unit. The grant award was for \$180K with a district match of \$60K. The unit was identified as a replacement for the legacy CS 241 unit, which is a 1990s vintage medium-duty ambulance that is used for rehab at major events. The new Air/Light unit was also designed to fill the Compressed Air Fire Fighting system on T-44 that previously could only be filled at a ConFire station in Concord due to the high-pressure system. The unit was ordered using the Houston Galveston Area Compact (HGAC) pricelist in spring 2019 and delivered in October 2019. On the same grant award, ConFire ordered a Pierce Water Tender utilizing HGAC pricing. In November 2019, County OES notified MOFD that HGAC pricing might not meet federal purchasing guidelines in the absence of an additional competitive bidding process. The HGAC has long been accepted as an alternative to GSA price lists that do not require competitive bidding, and purchases made through HGAC are in compliance with MOFD and Contra Costa County Purchasing Guidelines. A letter from County OES denying grant reimbursement cites an interpretation of federal purchasing guidelines that were promulgated in an August 2019 memo, which was released after MOFD entered into an agreement to purchase the Air/Light Unit utilizing HGAC pricing. The Purchase Order for the Air/Light unit was signed without explicit board approval. This PO exceeded Fire Chief purchasing authority of \$100,000 and should have been brought to the Board for approval. Staff is requesting Authorization Purchase of Air/Light Unit in the amount

of \$247,060 and Authorize a Capital Projects Fund Expenditure Budget Adjustment Increase in the amount of \$187,060.

Director Jorgens clarified that Staff is requesting approval to spend the money and will continue to work with County OES for reimbursement for the portion of the grant. Fire Chief Winnacker confirmed.

President Danziger opened Public Comment. There were no requests to address the Board. President Danziger closed Public Comment. No further discussion by the Board.

Motion by Director Jex and seconded by Director Jorgens to authorize Purchase of Air/Light Unit in the amount of \$247,060 and authorize a Capital Projects Fund Expenditure Budget Adjustment Increase in the amount of \$187,060 Said motion carried 4-0-0-1 roll call vote (Ayes: Baitx, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: Danziger).

4.5. Authorize Emergency Paid Sick Leave for all Existing and New Benefitted Employees Due to COVID-19 and Authorize Restoration of Sick Leave Used during the Period March 10, 2020, through April 7, 2020. (audio 250.32)

Human Resource Benefits Manager Russell provided the report. In response to the COVID-19 pandemic, and to reduce the impact of the virus on American families, President Trump signed into law the Families First Coronavirus Response Act (the Act). The Act, among other things, amends the Family and Medical Leave Act (FMLA) by providing FMLA Public Health Emergency Leave and Emergency Paid Sick Leave of up to 80 hours to employees for certain coronavirus, or COVID-19, related reasons. FMLA Public Health Emergency Leave, and Emergency Paid Sick Leave became effective on April 1, 2020 and remains in effect until December 31, 2020, unless otherwise extended by law. The District is maximizing efforts to maintain the health and wellbeing of employees during this pandemic and continues to exercise measures to ensure that fire stations and District offices are free of COVID-19. It is in the District's best interest to provide employees peace of mind during this time of uncertainty to assure the continuation of normal wages by providing additional sick leave. This is also consistent with the District's guidance to stay home with any symptoms that may develop into COVID-19. This guidance has been provided to protect both employees, working and living in a congregant setting, and the at-risk members of our community who come in contact with the fire district during calls for service. In addition to the 80 hours required under the Act, Contra Costa County granted all employees an additional 64 hours of sick leave to reduce the potential of symptomatic employees coming to work.

Staff recommends granting additional paid sick leave to benefitted employees consistent with Contra Costa County as follows: 1) Authorize all existing and new benefitted employees hired before January 1, 2021, to automatically receive 80 hours of Emergency Paid Sick Leave (prorated for part-time employees). This leave can be used for any reason consistent with the District's Sick Leave Policy or COVID-19 related reasons (sick, caring for a child, unable to work, etc.). In addition to the 80 hours of Emergency Paid Sick Leave, the District will allot an additional 64 hours of Moraga-Orinda Fire District 4.5 sick leave to all benefitted employees (prorated for part-time employees) for a total of 144 hours per benefitted employee. This leave will not expire. 2) Authorize restoration of sick leave used by employees during the period March 10, 2020, through April 7, 2020, to the employee's sick leave accrual bank.

President Danziger asked how much sick leave was used March 10 through April 7, 2020, and was it sick leave related to COVID-19. HR Manager Russell responded that Staff would need to pull the information.

Fire Chief Winnacker added that in the absence of clear direction from the State regarding COVID-19 and Workers Compensation, the potential for negative implications of a positive member coming to work and exposing both their fellow crew as well as the citizens they serve is recognized. MOFD works very aggressively in partnership with Labor and Management to make sure that anyone who is sick can stay home. The recommendation is to treat COVID-19 as if it were presumptive. The role the members play in staying away when they normally would have come to work and to restore that sick leave allocation. Contra Costa County is implementing similar sick leave policies with all their employees' safety and non-safety, except for the one-time allocation of hours expiring in December. Staff recommends making the one-time grant without that sunset.

Director Jex asked what happens if the sick leave is not taken by December. Fire Chief Winnacker answered that it remains on balance.

Director Jorgens asked if Staff could quantify a percentage of sick time people traditionally take to help quantify the cost.

President Danziger suggested that the cost could potentially be reimbursable. Fire Chief Winnacker answered that the period from March 13, 2020, until the expiration of the state of emergency is eligible for reimbursement.

President Danziger opened Public Comment.

Vince Wells, President of Firefighters Local1230, acknowledged Chief Winnacker for supporting the sick leave policy on behalf of all the Firefighters.

There were no further requests to address the Board. President Danziger closed Public Comment.

President Danziger supports the recommendation presented by Staff with no sunset.

Director Baitx commended Fire Chief Winnacker for being at the forefront of many other districts and taking care of the MOFD personnel. Director Baitx supports the recommendation as presented by Staff with no sunset.

Director Jorgens supports the sick leave policy but recommended that sunset be established in the policy.

Director Donner agrees with the sick leave policy and suggested that sunset is set for four years from now.

Director Jex requested that the Staff follow-up at the next board meeting with the estimated costs associated with the approval of the sick leave policy.

No further discussion by the Board.

Motion by Director Baitx and seconded by Director Danziger to authorize Emergency Paid Sick Leave for all Existing and New Benefitted Employees Due to COVID-19 and authorize Restoration of Sick Leave Used during the Period March 10, 2020, through April 7, 2020, Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None).

4.6. Authorization to Increase Emergency Preparedness Coordinator position from 0.5 to 1.0 for the period April 1, 2020, through December 31, 2020. (audio 270:44)

Fire Chief Winnacker provided the report. The District's Emergency Preparedness Coordinator position is a part-time, non-benefitted position currently budgeted at 0.5 FTE (1,040 hours per year). The current Emergency Preparedness Coordinator's contract provides for an additional 520 hours of employment on assignments to California's incident management teams. These additional hours and associated expenses are reimbursed to the District via the California Fire Assistance Agreement. By keeping the number of annual hours below 1,632 hours, the District is not required to provide pension benefits for this position. The District would like to increase the number of hours for the Emergency Preparedness Coordinator for the calendar year 2020, only from 1,560 hours to 2,080 hours (full-time). The additional hours would be used to assist with COVID-19 issues. The State of California Executive Order suspended the 960-hour work limitation for retired public employees in order to ensure adequate Staffing during the COVID-19 emergency. The position would return to 1,560 hours (.5 FTE) on January 1, 2021. The one-time cost is approximately \$52,800. The District will seek reimbursement for the additional cost through the disaster declaration. There are sufficient appropriations in the FY2020 budget for the additional costs.

Director Baitx asked if the \$52,800 one-time cost is the cost to MOFD after reimbursement, or is that going to be covered by the reimbursement. Fire Chief Winnacker answered that it is prior to seeking reimbursement.

President Danziger opened Public Comment. There were no requests to address the Board. President Danziger closed Public Comment. No further discussion by the Board.

Motion by Director Jorgens and seconded by Director Jex to authorize to Increase Emergency Preparedness Coordinator position from 0.5 to 1.0 for the period April 1, 2020, through December 31, 2020. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None).

4.7. Public Hearing on the Wildland Urban Interface Fire Area adoption. Introduction and First Reading of Ordinance 20-02. (audio 276:30)

Fire Marshal Jeff Isaacs provided the report. Public Resources Code section 4201 through 4204 and Government Code sections 51175 through 51189 define Wildland Urban Interface Fire Area as a geographical area identified by the state as Fire Hazard Severity Zone or other areas designated by the enforcing agency to be at significant risk from wildfires. Making this designation requires findings to support the designation. Designation of Local Response Areas of the District as Wildland Urban Interface Fire Area requires the use of ember resistant construction for new buildings. State law currently requires the use of ember resistant construction for new buildings in all State Response Areas within MOFD's jurisdiction outside of the City and Town limits. The affected areas are shown in Red and Orange on the map included in the report. Very High Fire Hazard Severity Zones have required ember resistant construction since 2009 when MOFD adopted them via Ordinance 09-01. The proposed map slightly expands the Very High Fire Hazard Severity Zones by adopting more restrictive maps published by CalFire in 2007 and expands the requirements for ember resistant construction to areas classified as LRA High Fire Hazard Severity Zones. CalFire periodically issues new maps, with the next update expected in 2021. Staff will review the new maps when they are made available and provide recommendations to the Board regarding the adoption of the new maps via ordinance.

President Danziger opened Public Comment. There were no requests to address the Board. President Danziger closed Public Comment. No further discussion by the Board.

Motion by Director Jorgens and seconded by Director Jex to adopt the findings and first reading of the Wildland Urban Interface Fire Area Ordinance 20-02. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None).

5. COMMITTEE REPORTS (audio 281:20)

5.1 Finance Committee (Directors Danziger and Jorgens)

No report.

5.2 Audit Ad Hoc Committee (Directors Danziger and Jex)

No report.

5.3 Facilities Station 41 Ad Hoc Committee (Directors Baitx and Donner)

No report.

5.4 Fire Chief Performance Evaluation Ad Hoc Committee (Directors Baitx and Donner)

No report.

6. ANNOUNCEMENTS (audio 281:44)

6.1 Brief information only reports related to meetings attended by a Director at District expense

(Government Code Section 53232.3(d))

No report.

6.2 Questions and informational comments from Board members and Staff

President Danziger thanked all the First Responders of MOFD and Staff for all the work everyone has been doing under these difficult conditions. Also, thanked District Clerk Marcia Holbrook and Administrative Service Director Sasser for managing the remote Board Meetings.

6.3 Fire Chief Updates

6.3.1 COVID-19

Fire Chief Winnacker reported that there was a significant outbreak of COVID-19 at a skilled nursing facility in Orinda. Orinda had not only the highest ratio of COVID-19 to population in Contra Costa

County but also the highest total number. Our crews have had to make entry into an area that is known to be infected. A significant number of the Staff are infected at the facility, and we have adopted enhanced PPE and enhance decontamination to ensure that both equipment and outer garments that the members are wearing and the ambulance do not become carriers.

Canyon Bridge will be undergoing significant repairs. MOFD has been working with the Town of Moraga, the police department, and ConFire to ensure that there will be no interruption in our provision of service to Canyon and to the areas of Pinehurst and Redwood that we serve.

The new shelter-in-place orders will continue through the end of the month. The order specifically listed outdoor businesses to include landscaping so long as they practice social distancing and follow the mask and guidelines. The landscapers are authorized to go back to work, and MOFD encourages people to start thinking about doing their fuel mitigation work. Administrative Staff will continue to work remotely. Fire Chief Winnacker thanked ASD Sasser for the hard work to set Staff up to support the District and the residents remotely.

The fuels mitigation mailer is complete, and the fire season is about a month away. The fuels mitigation deadline is June 15, 2020. The postcard includes QR codes and links for residents to gain access to more information. The mailer was developed with help from many residents that are involved in the Firewise communities. MOFD appreciates the input and support from residents to improve the accessibility of the mailer. To ensure that residents are getting not only an understanding of what time of year the work needs to be done but detailed explanations via some video shorts that allowed them to visualize what needs to be done. MOFD's educational outreach, as identified in our strategic Wildfire prevention plan, will be very helpful in building people's understanding of what needs to be done.

The North Orinda Shaded Fuel break included work along Wildcat Canyon Road and a prescribed fire was used to clean up a lot of the work that we had done in the understory. With a multi-agency effort, MOFD was able to burn the piles, duff, and litter. This is clearing dead and down material that otherwise would have had been laboriously hauled down to Wildcat Canyon Road and would have required a road closure, chipping and or hauling on some of those steep slopes significantly increasing the cost. MOFD placed sensors on the ground that tie satellites to the ground-based sensors to send alerts in that direction to look for smoke. The sensors will continue to pull down data as MOFD runs the ground fire across the duff and litter. MOFD is building an information pathway that connects the ground-based sensors with a server in India back to the uplink in Colorado Springs. Information coming off of the sensors take pictures of that site from which there was a fire and being able to see the black ground through the canopy. MOFD is working towards a future capability. MOFD is building a pathway to the ground-based sensors or any other initial detection to include a reporting party on a cell phone can call in a reported fire, and we can rapidly task assets.

6.3.2 Open House, May 9, 2020

The open house is canceled due to the shelter-in-place orders.

6.3.3 Human Resource Update

Human Resource Benefits Manager Russell provided the report. The Engineer's promotional examination has been scheduled for Monday, May 18, 2020, at station 41. The new Payroll Technician Valarie Waltson started on April 1, 2020. Ms. Waltson came to MOFD from the City of Oakland, where she processed payroll for safety and non-safety personnel for 13 years. In anticipation of the approval of the reclassification of the Accountant position to Finance Manager, interviews have been conducted to identify a top candidate.

Fire Chief Winnacker continued to report on the three members completing the Alameda County Fire Department Academy. The Academy was postponed due to shelter in place and concerns about maintaining physical distancing. Labor and Management worked together to identify a pathway where the three recruits were brought to MOFD as a fourth member on an apparatus. Battalion Chief Gehling put together an aggressive training program designed to round out the skills and the capabilities of the recruits. The initial assessments of the candidates are good, and we

anticipate getting the final results of the evaluations soon. Once the training is complete, MOFD will decide to move the recruits out of the recruiting status and into being line personnel and entering into their probationary period.

6.4 Communications Received

6.4.1 Anonymous Hazard Complaint Letter

Fire Chief Winnacker shared the letter and stated that the Fuels Mitigation staff has reached out with education and outreach and will continue to follow-up.

6.5 Future Agenda Items

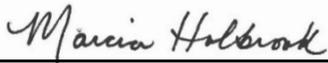
6.5.1 Rescheduling of May 13, 2020, Regular Board Meeting to May 20, 2020

President Danziger suggested moving May 13, 2020, meeting back to the original date of May 20, 2020. All Directors agreed to move the meeting to May 20, 2020.

Director Jex requested that the Staff follow-up at the next board meeting with the estimated costs associated with the approval of the sick leave policy for FY2020 and upcoming FY2021.

7. ADJOURNMENT (AUDIO)

At 11:26 p.m., **Director Jorgens** motion and seconded by **Director Baitx** to adjourn the meeting. Said motion carried 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).



Marcia Holbrook, District Secretary/Clerk

From: [Steve Cohn](#)
To: [Info](#)
Subject: Public Comment - Agenda Item #4.1 - April 29, 2020
Date: Tuesday, April 28, 2020 8:25:30 AM

MOFD Board:

Regarding Agenda Item 4.1 – Increased Suppression Staffing, please do not spend resources on increased suppression staffing.

I believe, and MOFD might consider outside opinions from experts on the Wildland Urban Interface if staff does not already have that expertise, that funds spent on prevention (reduction of fuel load) are much more efficient in reducing the risk of injury, death and property damage than funds spent on increased suppression.

As you know, over five thousand responders worked the Camp Fire in Paradise. 50-60 were reportedly involved in each of two grass fires in Moraga last year. Increasing MOFD's suppression force from 17 to 19 at an unknown cost, but probably approaching \$2 million per year, could not possibly outweigh the impact of \$2 million spent reducing fuel load in targeted areas each year.

In addition to Covid-19, Orinda has a second public health emergency, extreme risk of wildfire. Please reject the concept of increased suppression expenditures instead of increased wildfire prevention to address this emergency.

Sincerely,

Steve Cohn
Orinda

Marcia Holbrook

From: Maureen Rosati-Wee
Sent: Tuesday, April 28, 2020 9:22 AM
To: Info
Subject: Public comment - Agenda Item #4.1 - 4/29/20

MOFD Board:

Regarding Agenda Item 4.1 – Increased Suppression Staffing, please do not spend resources on increased suppression staffing.

I believe, and MOFD might consider outside opinions from experts on the Wildland Urban Interface if staff does not already have that expertise, that funds spent on prevention (reduction of fuel load) are much more efficient in reducing the risk of injury, death and property damage than funds spent on increased suppression.

As you know, over five thousand responders worked the Camp Fire in Paradise. 50-60 were reportedly involved in each of two grass fires in Moraga last year. Increasing MOFD's suppression force from 17 to 19 at an unknown cost, but probably approaching \$2 million per year, could not possibly outweigh the impact of \$2 million spent reducing fuel load in targeted areas each year.

In addition to Covid-19, Orinda has a second public health emergency, extreme risk of wildfire. Please reject the concept of increased suppression expenditures instead of increased wildfire prevention to address this emergency.

Respectfully,

Maureen Rosati-Wee

From: [Michael Franks](#)
To: [Info](#)
Cc: [Sharon Abdilla](#)
Subject: Public Comment – Agenda Item #4.1, Increased Suppression Staffing
Date: Tuesday, April 28, 2020 2:03:31 PM

re: Special Board Meeting, 4/29/20, 7PM, Agenda Item #4.1, Increased Suppression Staffing

Dear MOFD Board,

A number of Orinda residents have indicated they think the cost of hiring two additional firefighters would be more effectively applied to direct actions to reduce wildfire risk to Orinda, including reducing fire fuels.

We'd like to see a detailed analysis of how the addition of two firefighters would reduce the wildfire risk to Orinda versus the more direct action of eliminating fire fuels, as well as any other related impacts.

Thank you.

Michael Franks
Sharon Abdilla

