



Moraga-Orinda Fire District

Board of Directors

CALL AND NOTICE OF A SPECIAL MEETING

February 22, 2023 – 6:00 PM

6:00 p.m. CLOSED SESSION

7:00 p.m. OPEN SESSION

This meeting will be conducted by webinar and teleconference only in accordance with AB 361. To protect our residents, officials, and staff, and in accordance with AB 361, all public meetings are being conducted electronically to prevent imminent risks to the health or safety of attendees. The meeting is not available for in-person attendance. Members of the public may attend the meeting by video or phone linked in this agenda.

PLEASE NOTE TELECONFERENCE MEETING INFORMATION:

To join the Meeting:

By Phone: 1-669-900-6833

Please click the link below to join the webinar by Zoom:

<https://us02web.zoom.us/j/82640957274>

Webinar ID: 826 4095 7274

Public Participation is encouraged by joining via the ZOOM link or the dial-in information above. You can access it either via a smartphone or computer App (Zoom) or via phone.

Live Public Comment can be provided via the Zoom app (during public comment) by the raise hand feature. If participating by phone, dial *9 to raise your hand. Staff will call on participants by the name provided or last 4 digits of phone number for dial-in attendees. When your name or number is called, a notification is sent requesting that you unmute your microphone. Participants will be called in the order of hands raised to comment.

Written Public Comment can be provided via email at info@mofd.org.

- Emails received by **3pm** on the day of the meeting will be forwarded to the Board of Directors. Emails will be made a part of the public record and available to view by 5pm on the day of the meeting by following this link mofd.org/agendas
- Comments may also be submitted by e-mail during the meeting up until the closure of the public comment period on the relevant agenda item. These will be read into the record by staff at their normal cadence and will be limited to a maximum of 3 minutes.

If you are participating via meeting link (i.e. web platform), and experience technological difficulties, please re-join the meeting by phone via phone number provided above. In the event the meeting broadcast is disrupted, or if a technical issue on the agency's end disrupts public comment, the board will pause the meeting and will not take any further action on items on the agenda until access is restored. The meeting will be live streamed via the [MOFD YouTube Channel](#). A link is accessible via the District's website.

1. OPENING CEREMONIES

- Call the Meeting to Order
- Roll Call
- Pledge of Allegiance

2. PUBLIC COMMENT - CLOSED SESSION ITEMS

General public comment on any closed session item that will be heard. Comments may be limited to no more than three minutes pursuant to board policy.

3. CLOSED SESSION

3.1 Conference with Labor Negotiator - Local 1230, IAFF

(Government Code Section 54957.6)

Employee Organization: Local 1230, International Association of Firefighters IAFF

Agency Designated Representative: Luke Jensen

4. RECONVENE THE MEETING

- Call the Meeting to Order
- Roll Call

5. REPORT OF CLOSED SESSION ACTION

6. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

At the beginning of each regular District Board meeting, any member of the public may address the District Board concerning any item not on the Board's agenda but within the subject matter jurisdiction of the Board. Speakers will be limited to three (3) minutes unless otherwise specified by the Presiding Officer. The public will be given an opportunity to speak on each agenda item at the time it is called. The Board may discuss and/or take action regarding any or all of the items listed below. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Presiding Officer or the Board.

7. SPECIAL AGENDA

7.1 [Authorize Fire Chief to Enter into Grant Subaward Agreement from California Governor's Office of Emergency Services in the Amount of \\$800,000 for a Three-Year Pilot Program for two Wildland Fire Specialists to Work with Residents to Mitigate Fire Risk; Authorize Two Additional Fire Prevention Specialist Positions; Authorize FY2023 General Fund Budget Adjustment Revenue Increase in the Amount of \\$60,000; Authorize FY2023 General Fund Expenditure Budget Adjustment Increase in the Amount of \\$60,000](#)

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Authorize Fire Chief to Enter into Grant Subaward Agreement from California Governor's Office of Emergency Services in the Amount of \$800,000 for a Three-Year Pilot Program for two Wildland Fire Specialists to Work with Residents to Mitigate Fire Risk; Authorize Two Additional Fire Prevention Specialist Positions; Authorize FY2023 General Fund Budget Adjustment Revenue Increase in the Amount of \$60,000; Authorize FY2023 General Fund Expenditure Budget Adjustment Increase in the Amount of \$60,000

[Attachment A - Grant Subaward Moraga-Orinda Fire District](#)

8. ADJOURNMENT

The Moraga-Orinda Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, to please contact the District Chief's office, (925) 258-4501, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.

Any disclosable public records related to an open session item on a Regular meeting agenda and distributed by the Moraga-Orinda Fire District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspections at 1280 Moraga Way, Moraga, during normal business hours, and available on our website at www.mofd.org/agendas.

I hereby certify that this agenda in its entirety was posted on February 21, 2023, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45 and electronically at www.mofd.org/agendas. Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.



Marcia Holbrook
District Secretary/Clerk



Moraga-Orinda Fire District

TO: Board of Directors

FROM: Dave Winnacker, Fire Chief

DATE: February 22, 2023

SUBJECT: **Item 7.1 Authorize Fire Chief to Enter into Grant Subaward Agreement from California Governor's Office of Emergency Services in the Amount of \$800,000 for a Three-Year Pilot Program for two Wildland Fire Specialists to Work with Residents to Mitigate Fire Risk; Authorize Two Additional Fire Prevention Specialist Positions; Authorize FY2023 General Fund Budget Adjustment Revenue Increase in the Amount of \$60,000; Authorize FY2023 General Fund Expenditure Budget Adjustment Increase in the Amount of \$60,000**

BACKGROUND

In partnership with the City of Orinda and Town of Moraga, MOFD sought support from our state level elected officials for funding to support a pilot program to reduce wildfire risk. This resulted in the recent award of a Grant Subaward from the California Governor's Office of Emergency Services in the Amount of \$800,000 (Attachment A.) The purpose of the grant is a three-year pilot program for two Wildland Fire Specialists to work with residents to mitigate fire risk.

FINANCIAL DETAILS

Total salaries and benefits for one Fuels Mitigation Specialist is currently \$81,000 per year. Total salaries and benefits for two Fuels Mitigation Specialists over a three year period is projected to be approximately \$520,000. This grant is part of a new State of California grant program. It is unknown at this time if the grant will reimburse for additional costs related to the pilot program or if the grant will allow for a District administrative fee. Additional costs related to two additional Fuels Mitigation Specialists would include items such as uniforms, vehicle usage, equipment, etc. The grant funds are sufficient to cover the cost of a three-year pilot program. Staff will work with the State to determine if any costs related to the pilot program in addition to salaries and benefits are reimbursable in order to maximize District reimbursement.

FY2023 GENERAL FUND BUDGET ADJUSTMENTS

The District recently completed the recruitment process for Fuels Mitigation Specialist and has qualified candidates eligible to hire for a limited term if the two additional positions are authorized by the Board. Therefore FY2023 General Fund budget adjustments are necessary as follows:

- Increase State Grants revenue \$60,000
- Increase Salaries and Benefits expenditures \$60,000

RECOMMENDATION

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Authorize Fire Chief to Enter into Grant Subaward Agreement from California Governor's Office of Emergency Services in the Amount of \$800,000 for a Three-Year Pilot Program for two Wildland Fire Specialists to Work with Residents to Mitigate Fire Risk;

Authorize Two Additional Fire Prevention Specialist Positions; Authorize FY2023 General Fund Budget Adjustment Revenue Increase in the Amount of \$60,000; Authorize FY2023 General Fund Expenditure Budget Adjustment Increase in the Amount of \$60,000

ATTACHMENT

[Attachment A - Grant Subaward Moraga-Orinda Fire District](#)



Pass Through Grant Subaward Information and Instructions

- 1. GRANT SUBAWARD NUMBER:** This section will be completed by Cal OES.
- 2. SUBRECIPIENT:** The Subrecipient is the unit of government or community based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced).
- 3. IMPLEMENTING AGENCY:** Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Subrecipient, enter the same title again.
- 4. PAYMENT ADDRESS:** Enter the address payment should be mailed to, including nine-digit zip code.
- 5. GRANT SUBAWARD PERFORMANCE PERIOD** Enter beginning and ending dates of the performance period for the Grant Subaward. (mm/dd/yyyy)
- 6. PURPOSE:** This section will be completed by Cal OES.
- 7. FUND ALLOCATION, AUTHORITY, AND GRANT SUBAWARD TOTAL:** This section will be completed by Cal OES.
- 8. CERTIFICATION:** This section will be completed by Cal OES.
- 9. CA PUBLIC RECORDS ACT REQUEST:** This section will be completed by Cal OES.
- 10. AUTHORIZED SIGNER:** Provide the name, title, and signature of the person who is vested with the authority to enter into this Grant Subaward, and has the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body.



Pass Through Grant Subaward

1. PASS THROUGH GRANT SUBAWARD #: LI2022-008

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

2. SUBRECIPIENT: _____

3. IMPLEMENTING AGENCY: _____

4. PAYMENT MAILING ADDRESS: _____
(Street) (City) (Zip+4)

5. GRANT SUBAWARD PERFORMANCE PERIOD: _____

6. PURPOSE:

7. FUND ALLOCATION, AUTHORITY, AND GRANT SUBAWARD TOTAL:							
Enactment Year	Fund Source	Authorizing Legislation	Chapter	Statutes	Item Number	Provision	Total Award

8. CERTIFICATION: I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on/for activities specified in the purpose section above in the Grant Subaward. The Subrecipient agrees to administer the Grant Subaward in accordance with all applicable state and federal laws.

9. CA PUBLIC RECORD ACT REQUEST: Grant Subaward applications/awards are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

10. AUTHORIZED SIGNER:

Name: _____ Title: _____

Signature: _____ Date: _____

(FOR CAL OES USE ONLY)

I hereby certify upon my personal knowledge that budgeted funds are available for the Grant Subaward performance period and purposes of this expenditure stated above.

Cal OES Fiscal Officer **Date**

Cal OES Director or Designee **Date**