



Moraga-Orinda Fire Protection District

BOARD OF DIRECTORS

CALL AND NOTICE OF A SPECIAL MEETING MOFD/MORAGA/ORINDA FIRE PREVENTION JOINT SUBCOMMITTEE MEETING

AGENDA
Thursday, July 30, 2020
4:00 P.M.

BY TELECONFERENCE VIA ZOOM
<https://tinyurl.com/yyjoyzf2>

Or by Phone: 1-669-900-9128
WEBINAR ID: 992 4909 4891

How to participate in meeting

- Members of the public are welcome to observe and address the Subcommittee members at the appropriate time for public comment during the meeting, following these instructions:
- During the meeting, the Chair will call for public comment. If you wish to address the Subcommittee, please so indicate by using the Zoom "raise your hand" function at that time and the moderator will call your name when it is your turn to speak.
- Members of the public are also welcome to submit written comments in advance of the meeting via email to ssmith@cityoforinda.org by 2:00 pm on the day of the meeting. Those e-mails will be forwarded to the Subcommittee members and will be made available upon request after the meeting by e-mailing ssmith@cityoforinda.org

A. **Call to Order/Roll Call**

MOFD: President Steve Danziger, Boardmember Michael Donner, Boardmember Craig Jorgens, Boardmember John Jex, Boardmember, Greg Baitx
Moraga: Mayor Kymberleigh Korpus and Councilmember Steve Woehleke
Orinda: Mayor Darlene Gee and Councilmember Dennis Fay

B. **Adoption of Agenda**

C. **Public Forum**

The Public Forum provides an opportunity for members of the public to speak on any item within the jurisdiction of the Subcommittee that is not on the agenda. Public comments under this category may be limited to three minutes per speaker at the discretion of the Chair with the consent of the Subcommittee.

D. **Agenda Items**

- D.1 **Discuss and consider approval of Fire Prevention Subcommittee Charter**
- D.2 **Orinda presentation on inclusion of fire mitigation on public property and right-of-way as a priority in a potential sales tax measure in November**
- D.3 **Report from MOFD on Compliance Levels with 2020 Exterior Hazard Abatement Inspections**

- D.4 Report from MOFD on Fire Fuel Reduction in Caltrans Right-of-Way**
- D.5 Fire Code Update**
- D.6 Future Agenda Items**
- D.7 Set Date for Next Meeting**

E. Adjournment

I, Sheri Marie Smith, declare under penalty of perjury under the laws of the State of California that this agenda has been posted at least 72 hours in advance at the Orinda City Hall, Orinda Library, and the Orinda Community Center.

s/Sheri Marie Smith, Orinda City Clerk

IMPORTANT NOTICE REGARDING THIS MEETING: To protect our residents, officials, and staff, and in alignment with the Governor's recent Executive Order N 29-20 in which certain teleconference requirements of the Brown Act have been suspended, including the requirement to provide a physical location for members of the public to participate in the meeting, this meeting will be held by Teleconference.

In compliance with the Americans with Disabilities Act, special assistance will be provided for disabled citizens. If you need special assistance to participate in this meeting, please contact the City Clerk (925) 253-4221. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR 35.102-35.104 ADA Title II]

JOINT FIRE PREVENTION SUBCOMMITTEE CHARTER

CITY OF ORINDA - TOWN OF MORAGA- MORAGA-ORINDA FIRE DISTRICT

PURPOSE:

Ad Hoc subcommittee comprised of elected representatives from the City of Orinda, the Town of Moraga, and the Moraga-Orinda Fire District (MOFD) to explore ways to support MOFD's coordination of activities associated with fire prevention in the Moraga-Orinda Fire District jurisdiction.

GOVERNANCE AND AUTHORITY:

The subcommittee shall be conducted and noticed under the requirements of the Brown Act and shall be fully open to public participation. Administrative coordination, notice distribution, and agendas for the subcommittee shall be carried out by the Orinda City Clerk.

The subcommittee has no direct powers or authority to make public policy or to take any action that will bind any of the member agencies. However, the subcommittee members can make recommendations to their respective agencies (the Orinda City Council, the Moraga Town Council and the MOFD Board) for consideration and action by those agencies.

COMPOSITION AND APPOINTMENTS:

The subcommittee shall have no less than six members and no more than 7 members; composed of two members of the Orinda City Council, two members of the Moraga Town Council, and at least two Directors of MOFD. MOFD is not required, but shall have the option to appoint up to a total of three Directors to the subcommittee, and in such case, MOFD shall identify at the time of any such third appointment which two of its three appointed Directors are empowered to vote as members of the subcommittee. The third member shall have no voting power.

Appointments of subcommittee members shall be made by the Orinda City Council, Moraga Town Council and MOFD Board of Directors. Each appointment term shall be for one year. Subcommittee members are not subject to term limits and can continue to serve on the subcommittee for longer than a single term if designated by their respective agencies. Changes to the subcommittee composition can be made by the respective agencies appointing the members.

CHAIR AND VICE-CHAIR:

A Chair and Vice-Chair for the subcommittee shall be nominated and selected annually by a quorum of the subcommittee membership. The Chair and Vice-Chair shall not be from the same member agency.

The Chair and Vice-Chair shall serve a one-year term. Chair and Vice-Chair nominations and selections will be re-visited annually. The Chair and Vice-Chair are not subject to term limits in their roles and can continue to serve in the same position in back-to-back appointments on the subcommittee if designated by their fellow voting members of the subcommittee.

TERM OF THE SUBCOMMITTEE:

The subcommittee shall form and meet starting in June 2020 and the subcommittee will automatically sunset in December 2021, except as set forth herein. . The term of the subcommittee may be extended once per calendar year for a period not to exceed 12 months, upon the approval of a two-thirds majority of voting subcommittee members and ratification by each of the member agencies. Subcommittee continuation requires the on-going participation of the City of Orinda, the Town of Moraga and MOFD, and so the subcommittee may be terminated at any time upon the formal withdrawal from the subcommittee by any of the participating agencies.

MEETINGS:

The subcommittee shall meet quarterly but can elect to meet more or less frequently. Meeting dates will be selected by mutual availability with adequate public notice. There will not be a designated regular meeting day or time.

Meeting locations can rotate and do not have to be conducted in the same location each time. Electronically held meetings will be allowed if designated as allowable under State of California regulations.

Meeting agendas will be confirmed with the Orinda City Clerk by the subcommittee Chair. The Chair will solicit both subcommittee and staff input in the development of meeting agendas.

STAFF LIAISON:

The primary staff liaison to the subcommittee shall be the MOFD Fire Chief. Meetings will be scheduled to include the Fire Chief's participation. Staff members from each of the participating agencies are encouraged to attend as needed.

COSTS:

Costs for administrative support by the Orinda City Clerk shall be borne by the City of Orinda, and no legal costs will be incurred on behalf of the subcommittee without the express authorization of each of the member agencies. Any other costs incurred by a member agency in association with subcommittee participation shall be borne by that individual agency.

GOALS AND OBJECTIVES:

To enhance fire prevention and public safety throughout MOFD's jurisdiction by (i) keeping member agencies updated on MOFD outreach and fire prevention efforts, techniques, priorities and programs through their appointed subcommittee members, (ii) providing feedback on MOFD's outreach and fire prevention efforts and programs, and (iii) exploring ways the member agencies can better facilitate MOFD's outreach and fire prevention efforts. Taking public input will be a valued part of the subcommittee activities.

ADOPTION AND CHANGES TO CHARTER:

Adoption of this Charter must be approved by at least a two-thirds majority of voting subcommittee members, and ratified by each of the member agencies according to their voting procedures for such matters. Similarly, changes to this Charter must be approved by at least a two-thirds majority of voting subcommittee members and ratified by each of the member agencies according to their voting procedures for such matters.