



# Moraga-Orinda Fire District

## Board of Directors

### REGULAR MEETING

December 16, 2020

**5:00 p.m. CLOSED SESSION**

**7:00 p.m. OPEN SESSION**

*Pursuant to Executive Order N-29-20, Teleconferencing Restrictions of the Brown Act have been suspended.*

#### **PLEASE NOTE TELECONFERENCE MEETING INFORMATION:**

To join the Meeting:

By Phone: 1-669-900-6833

Webinar ID: 880 2355 7878

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

<https://us02web.zoom.us/j/88023557878>

Webinar ID: 880 2355 7878

**Public Participation** is encouraged by joining via the ZOOM link or the dial-in information above. You can access either via a smartphone or computer App (Zoom) or via phone. Public comment will remain open for a minimum of 1 minute to allow for potential digital processing delays to ensure that the public has sufficient time and opportunity to send in questions or comments.

Written Public Comment can be provided via email at [info@mofd.org](mailto:info@mofd.org). Emails will be read into the record by staff during public comment at their normal cadence and will be limited to a maximum of 3 minutes. To be read into the record, e-mail must contain in the subject line "Public Comment – Not on the Agenda" or "Public Comment – Agenda Item #" with the relevant agenda item indicated.

Live Public Comment can be provided via the Zoom app (during public comment) by the raise hand or chat function. If participating by phone, dial \*9 to raise your hand. Staff will unmute participant to allow comment. Participants will be unmuted in the order of hands raised or chat request to comment.

The meeting will be live streamed via the MOFD YouTube Channel. A link is accessible via the District's website.

#### 1. OPENING CEREMONIES

1.1. Call the Meeting to Order

1.2. Roll Call

#### 2. PUBLIC COMMENT

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. **Public Employee Performance Evaluation**

(Government Code Section 54957)

Public Employee Appointment Title: Fire Chief

##### 3.2. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Jonathan Holtzman

Employee: David Winnacker, Fire Chief

##### 3.3. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Donna Williamson

Employee Organization: Local 1230, International Association of Firefighters IAFF

##### 3.4. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Jonathan Holtzman

Employee Organization: Unrepresented Employees

##### 3.5. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Donna Williamson

Employee Organization: Moraga-Orinda Fire Chief Officers' Association

4. RECONVENE THE MEETING

- 4.1. Call the Meeting to Order
- 4.2. 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. CONSENT AGENDA

- 7.1. **Meeting Minutes – November 18, 2020 (Regular)**  
Staff Recommendation: Approve and File
- 7.2. **Monthly Incident Report – November 2020**  
Staff Recommendation: Approve and File
- 7.3. **Monthly Check/Voucher Register - November 2020**  
Staff Recommendation: Approve and File
- 7.4. **Monthly Financial Report - November 2020**  
Staff Recommendation: Approve and File
- 7.5. **Approval of the Annual Operating Budget Timeline Fiscal Year 2022**  
Staff Recommendation: Approve and File

8. REGULAR AGENDA

- 8.1. **Swearing-In Ceremony for Newly Elected MOFD Directors Jex and Jorgens**  
The Honorable John W. Kennedy will swear-in newly elected MOFD Directors Jex and Jorgens
- 8.2. **Election of Board Officers**  
The Board of Directors will elect new Board Officers to be effective January 1, 2021  
Staff Recommendation: 1) Discuss; 2) Elect Board Officers to be effective January 1, 2021
- 8.3. **Appointment of Standing and Ad Hoc Committee Members and District Liaisons**  
The Board of Directors will appoint new Standing and Ad Hoc Committee members and District Liaisons to be effective January 1, 2021.  
Staff Recommendation: 1) Discuss; 2) Appoint Standing and Ad Hoc Committee members and District Liaisons to be effective January 1, 2021.
- 8.4. **2021 Regular Board Meeting Schedule**  
Staff will present the 2021 Regular Board Meeting Schedule to the Board for review.  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve a 2021 Regular Board Meeting Schedule.
- 8.5. **Approval of Annual Audit and Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020**  
Staff will present information to the Board regarding the Annual Audit and Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020.  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020, the Communication With Those Charged With Governance June 30, 2020 and the Independent Accountant's Report on Applying Agreed-Upon Procedures for Appropriations Limit Calculation For the Year Ended June 30, 2020.
- 8.6. **Community Warning System Presentation**  
Contra Costa County Community Warning System Overview, presented by Heather Tieman, Community Warning System Manager and Lorena Herrera Senior Emergency Planning Coordinator.
- 8.7. **Ambulance Billing – Outsource or Process by District Staff**  
Staff will present information to the Board for review on the topic of ambulance billing services completed by a third party company or District staff.

- Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide Direction to Staff.
- 8.8. **Draft Community Wildfire Protection Plan (CWPP)**  
Staff will present a draft of the Community Wildfire Protection Plan  
Staff Recommendation: 1) No action required; Informational purposes only
- 8.9. **Wildland Fire End of Season Report**  
Staff will present an end of season report on strike teams and single resource deployments in a variety of line and IMT assignments in support of the state mutual aid system  
Staff Recommendation: 1) No action required; Informational purposes only
9. COMMITTEE REPORTS
- 9.1. **Finance Committee (Directors Danziger and Jorgens)**
- 9.2. **Facilities Ad Hoc Committee (Directors Baitx and Donner)**
- 9.3. **Joint Fire Prevention Ad Hoc Committee (Directors Danziger and Jorgens)**
10. ANNOUNCEMENTS
- 10.1. **Brief information only reports related to meetings attended by a Director at District expense**  
(Government Code Section 53232.3(d))
- 10.2. **Questions and informational comments from Board members and Staff**
- 10.3. **Fire Chief Updates**
- 10.3.1. **COVID-19**
- 10.3.2. **Human Resources**
- 10.3.3. **Fire Marshal**
- 10.4. **Communications Received**
- 10.5. **Future Agenda Items**
11. 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.

I hereby certify that this agenda in its entirety was posted on **December 11, 2020**, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45. Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.



Marcia Holbrook  
District Secretary/Clerk