



Moraga-Orinda Fire District
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
December 16, 2020
(Approved: January 20, 2021)

1. OPENING CEREMONIES

The Board of Directors convened a teleconference Open Session at **5:01 p.m.** on **December 16, 2020**, via the Zoom application, <https://us02web.zoom.us/j/89155928749>, webinar id: 891 5592 8749 and 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 Jex | Gloriann Sasser, Admin. Services Director |
| Director Baitx | Director Jorgens | Christine Russell, HR Benefits Mgr |
| Director Donner | Dave Winnacker, Fire Chief | Marcia Holbrook, District Clerk |

2. PUBLIC COMMENT (audio 1:05)

President Danziger opened Public Comment on the closed session items. 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. There were no requests to address the Board. President Danziger closed Public Comment. Director Jorgens suggested eliminating the one-minute time allowing for potential digital processing delays to speed up the meetings, and recommended checking with District Council. President Danziger agreed.

At **5:04 p.m.**, the Board adjourned to Closed Session.

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 Rep: Jonathan Holtzman
Employee: David Winnacker, Fire Chief

3.3 Conference with Labor Negotiator

(Government Code Section 54957.6)
Agency Designated Rep: Donna Williamson
Employee Organization: Employee Organization:
Local 1230, International Association of Firefighters IAFF

3.4 Conference with Labor Negotiator

(Government Code Section 54957.6)
Agency Designated Rep: Jonathan Holtzman
Employee Organization: Unrepresented Employees

3.5 Conference with Labor Negotiator

(Government Code Section 54957.6)
Agency Designated Rep: Donna Williamson
Employee Organization: Moraga-Orinda Fire Chief
Officers' Association

4. RECONVENE THE MEETING (audio 7:34)

4.1 Call the Meeting to Order

4.2 Roll Call

President Danziger reconvened the Moraga-Orinda Fire District Board of Directors' regular business meeting at **7:01 p.m.** 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 Council |
| Director Donner | Gloriann Sasser, Admin. Services Director | Marcia Holbrook, District Clerk |
| Director Jex | Jeff Isaacs, Fire Marshal | |

5. REPORT OF CLOSED SESSION ACTION (audio 8:37)

President Danziger stated that the Board took no reportable action on agenda items 3.1-3.5.

6. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA (audio 8:42)

President Danziger opened Public Comment.

Charles Porges, Orinda resident, asked a series of questions to the Board regarding MOFD's legal authority to cite government agencies for fuel mitigation or fire code violations and if MOFD should continue to help the City of Orinda clear vegetation. Fire Chief Winnacker answered that MOFD does not have the authority to cite a state agency and the assistance of clearing vegetation depends on the request, available resources and other competing demands. If the limited resources are assigned to one project it means there are other projects to which those resources are not assigned. The demands for those limited resources continue to climb and continue to outpace what is available.

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

7. CONSENT AGENDA (audio 14:38)

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

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 approve Consent Agenda items 7.1 through 7.5. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).

8. REGULAR AGENDA

8.1 Swearing-In Ceremony for Newly Elected MOFD Directors Jex and Jorgens (audio 15:30)

At 7:10 p.m., the Honorable John W. Kennedy swore-in re-elected MOFD Directors John Jex and Craig Jorgens.

President Danziger opened Public Comment.

Ken Light, Orinda resident, and Via Farallon/La Cuesta Firewise community member congratulated and thanked both Directors Jex and Jorgens for all the support given to the Firewise community.

Charles Porges, Orinda resident, concurred with Mr. Light's comments and expressed appreciation to both Directors Jex and Jorgens.

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

President Danziger turned the meeting over to Fire Chief Winnacker to introduce Battalion Chief Lucas Lambert. Fire Chief Winnacker announced the recent Battalion Chief Examination results and introduced Lucas Lambert, formerly Captain Lambert. Battalion Chief Lambert was selected from a competitive pool of candidates. Battalion Chief Lambert's outstanding performance was not a surprise given both the preparation and the level of engagement across multiple programs and initiatives that have marked this time with the district. Battalion Chief Lambert is well known throughout the community because of his extensive outreach and experience with running a significant number of programs, including his participation in out-of-county deployments and his Safety Officer position for the State Office of Emergency Services Operation Center leading the Covid-19 response. Battalion Chief Lambert thanked Fire Chief Winnacker and the Board of Directors and expressed his appreciation and gratitude for the opportunity to serve the community in his new capacity as Battalion Chief. The Board congratulated Battalion Chief Lambert.

8.2 Election of Board Officers (audio 26:05)

President Danziger thanked the Directors and Staff for their support and declared the office of President vacant. Motion by Director Jex to nominate Director Jorgens as President was seconded by Director Jorgens. Motion by Director Baitx to nominate Director Jex as President was seconded by Director Jorgens. President Danziger consulted with District Council Holtzman on procedure when dealing with multiple

nominations. District Council Holtzman answered that no specific rule applied and recommended the Board take a roll call vote on the nominations. Director Jex declined the nomination. Motion by Director Jex to nominate Director Jorgens as President for the calendar 2021 year was seconded by Director Jorgens. There was no discussion by the Board. **Said motion carried 4-1-0-0 roll call vote (Ayes: Donner, Jex, Jorgens, and Danziger; Noes: Baitx; Absent: None; Abstain: None).**

President Danziger declared the office of Vice President as vacant. Motion by Director Donner to nominate Director Jex as Vice President was seconded by Director Baitx. Director Jex declined the nomination. Motion by Director Jorgens to nominate Director Donner as Vice President for calendar 2021 year was seconded by President Danziger. There was no discussion by the Board. **Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).**

President Danziger declared the office of Secretary as vacant. Motion by Director Jorgens to nominate Director Baitx as Secretary for calendar 2021 year was seconded by Director Donner. There was no discussion by the Board. **Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).**

President Danziger declared the office of Treasurer as vacant. Motion by Director Donner to nominate Director Danziger as Treasurer for calendar 2021 year was seconded by Director Jorgens. There was no discussion by the Board. **Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).**

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

8.3 Appointment of Standing and Ad Hoc Committee Members and District Liaisons (audio 36:03)

President Danziger reviewed the current 2020 Standing and Ad Hoc Committee and District Liaisons to outside agencies and opened the discussion for the appointments of Standing and Ad Hoc Committee members and District Liaisons for the calendar 2021 year. Director Jex suggested that the Finance Committee assume the Audit Committee's responsibilities and become the Finance/Audit Committee. Director Jorgens recommended creating a separate Audit Standing Committee.

Motion by Director Jex was seconded by Director Jorgens to appoint Directors Danziger and Jorgens to the Finance Standing Committee. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).

Motion by Director Jorgens seconded by Director Donner to appoint Directors Danziger and Jex to the Audit Standing Committee. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).

Motion by Director Jorgens seconded by President Danziger to appoint Directors Baitx and Donner to the Facilities Station 41 Ad Hoc Committee. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).

Motion by Director Jex was seconded by Director Baitx to appoint Directors Danziger and Jorgens to the Joint Fire Prevention Ad Hoc Committee. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).

Motion by Director Jorgens to nominate Director Jex as District Liaison to the Contra Costa Special Districts Association was seconded by Director Donner. Said motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

Motion by Director Jorgens to nominate President Danziger as District Liaison to the Contra Costa County Fire Boards and Commissioners Association was seconded by Director Baitx. Said motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

Motion by Director Jorgens to nominate Director Donner as District Liaison to the Local Agency Formation Committee was seconded by Director Baitx. Said motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

Motion by Director Jex to nominate Director Jorgens as District Liaison to the Orinda City Council was seconded by Director Donner. Said motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

Motion by Director Jorgens to nominate Director Jex as District Liaison to the Moraga Town Council was seconded by President Danziger. Said motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

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

8.4 2021 Regular Board Meeting Schedule (audio 52:40)

Chief Winnacker provided the report. The Board of Directors conducts Regular Board meetings on the third Wednesday of each month, and other special meetings are scheduled throughout the year to address time-sensitive District issues. Holiday observances have been noted on the schedule. Staff recommended the Board approve the proposed 2021 Regular Board Meeting Schedule.

Director Baitx suggested moving the December 15, 2021 meeting date to December 22, 2021. Director Jorgens commented that December 22nd is close to the Christmas holiday, and many people may be traveling during that time. President Danziger recommended deferring that request. Director Baitx agreed. Director Donner requested moving the September 15, 2021 meeting date. President Danziger recommended reviewing the September and December meeting dates at the July meeting to determine if a change is necessary.

**President Danziger opened the 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 approve the 2021 Regular Board Meeting Schedule. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).

8.5 Approval of Annual Audit and Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020 (audio 57:12)

Administrative Services Director Sasser provided the report. The District's Administrative Services Division prepared the financial statements for the fiscal year ending June 30, 2020. Eide, Bailly, LLP audited the financial statements. In addition to the financial statement audit, Eide, Bailly, LLP prepared a required report on the District's Gann appropriations spending limit calculation and a letter to the Board required by professional accounting standards discussing their audit engagement and the procedures performed. This report includes no audit findings. In addition to the audited financial statements, the District prepared a Comprehensive Annual Financial Report (CAFR) designed to meet the requirements of the Government Finance Officers Association (GFOA). The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (CAFR Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure. The GFOA then recognizes individual governments that succeed in achieving this goal. This is the fourth year the District has participated in the CAFR Program. ASD Sasser presented information regarding the General Fund Update:

- Actual revenue exceeded expenditures \$2.7M, which did not include the Pension Rate Stabilization Fund contribution of \$1.024M. Actual Surplus to Unrestricted Reserve \$1.7M.
- Revenue exceeded Budget \$147K (or 0.6%) due to property taxes exceeding the budget of \$276,000, which was offset by Ambulance Revenue. Ambulance Revenue was less than the budgeted \$191,000 due to a reduction in service calls because of covid-19 restrictions.
- Expenditures under Budget \$662K (or 2.7%) primarily due to benefits and overtime
- General Fund Balance Reserves:
 - Fund balance July 1, 2019, \$10,201,776
 - Revenue over expenditures, \$2,697,737
 - Fund balance June 30, 2020, \$12,899,513. The fund balance is categorized (\$259K is non-spendable, \$3.022M is in the pension rate stabilization trust, \$9.6M unassigned)

Director Jorgens asked why the \$3M of the pension fund is included in the unrestricted general fund balance revenues. ASD Sasser explained that the \$3M is included in the restricted fund balance, not the unrestricted. President Danziger asked what items are included in the non-spendable category. ASD Sasser answered prepaid CCCERA items. ASD Sasser continued with reviewing the District's fund balance policy which states the District will maintain a minimum unrestricted fund balance in the General Fund of 17% of budgeted revenue. The board also set a goal of a minimum fund balance of 50% of budgeted revenue. The District started the year with a fund balance of 31% of budgeted revenue and ended the year with 38% of budgeted revenue. ASD Sasser shared a graph showing the upward trend of

the General Fund unrestricted fund balance starting in 2008 with \$3.9M through 2020 with \$9.6M. ASD Sasser pointed out three Notes in the CAFR for the Board's attention.

1. Pension Obligation Bonds - Note 7 – Details the District's long term liabilities. The District has pension obligation bonds outstanding that were issued in 2005. At the end of the year, the outstanding balance was \$8.5M. The bonds will be paid off on July 1, 2022. In addition, in Note 7 – the District has debt used to finance the construction of Station 43 and purchase new fire apparatuses. The outstanding balance is \$4.3M.
2. Other Post-Employment Benefits/Retiree Healthcare Plan - Note 10 details the District's OPEB liability for retiree healthcare. The liability is \$14.2M. The District made the annual required contribution for the fiscal year.
3. Pension Plan – Note 11- The District's net pension liability based on the market value of assets is approximately \$27M. This is a decrease of \$7M from the prior year. The main reason the net pension liability decreased is that the market value of assets return was 14.6%, which was significantly higher than the assumed rate of return of 7.0%.

The Capital Projects Fund started the year with \$5M in fund balance and ended with \$4.3M. The expenditures during the year were primarily capital debt payments and the purchase of one air/light unit, one Type VI fire engine, and three pick-up trucks. ASD Sasser concluded the presentation with the North Orinda Emergency Fuel Break project.

- Revenue from the State of \$3.9M
- Expenditures of \$3.4M
- Fund balance of \$430K. The fund balance was generated from the 12% administrative fee the District earned through the contract. The District has received this money. The Board will need to decide what to do with the fund balance during the current fiscal year. This agenda item will be brought to the board at a future meeting. Based on \$4,250,000 contract, admin fee total \$455,283.

Mr. Ahmad Gharaibeh, a partner with Eide, Baily, LLP, provided an overview of the comprehensive annual financial report. The scope of the audit is to ensure that the financial statements are fairly stated in all material respects at the end of the audit. An opinion is issued on the fair presentation of these financial statements. The process began at the beginning of the year and included members from the Ad Hoc Audit committee. Eide, Baily, LLP worked with Management on ensuring that the financial statements adhere to the reporting standards of the Government Accounting Standards Board. There were no adjustments to the financial statements, and they experienced no difficulties in the performance of the audit. The Audit concluded with no adjustments and encountered no difficulties.

Director Jorgens thanked Mr. Gharaibeh. Director Jex also expressed appreciation to Mr. Gharaibeh and Administrative Services Director Sasser. President Danziger explained that the Directors had reviewed the CAFR. President Danziger asked why on page 90 it shows a Pleasant Hill Recreation and Park District bond and Lafayette Elementary bonds. ASD Sasser answered that there must be a property that falls within our District. All the information is pulled from the tax rolls.

President Danziger opened public comment.

Charles Porges, Orinda Resident, encouraged the Board to do more fuel mitigation than done in the past and since revenue exceeded expenses.

President Danziger closed Public Comment.

Motion by Director Jorgens and seconded by Director Jex to 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. Said motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

No further discussion by the Board

8.6 Community Warning System Presentation (audio 75:25)

Agenda Item 8.6 was moved to the January 2021 Board Meeting due to CWS Staff Availability.

8.7 Ambulance Billing – Outsource or Process by District Staff (audio 75:33)

Fire Chief Winnacker provided the report. At the November 18, 2020 board meeting, the Board directed staff to place on a future agenda the topic of having ambulance billing processed by District staff to reduce

the cost of contracting the service. Fire Chief Winnacker spoke with several other agencies who transport and have a similar billing situation to MOFD. Novato is the only local fire district that has attempted to bring billing in-house. The vast majority of fire districts who transport and have a billing component utilize Wittman and do not use the Novato model due to in-house billing challenges. Fire Chief Winnacker reviewed the cost comparison provided in the staff report. The District pays Wittman Enterprises 5.3% of monthly net collections. The cost ranged from: FY2017 \$52,098; FY2018 \$62,960; FY2019 \$69,727; FY2020 \$84,160; and FY2021 \$60,000. The processing and collections on 2,000 to 3,000 EMS incidents per year would require a new full-time EMS Billing Analyst. The projected annual cost of the staff position would be \$147,155. Other considerations are:

1. The outsourcing ambulance billing services provide flexibility to the District.
2. The fee cost fluctuates with the number of EMS incidents.
3. The Administration office is at capacity, and has no available workspace for an additional employee.

Director Jorgens commented that Wittman is currently getting roughly 5% and inquired about mechanisms other districts have found workable in collecting bad debt. Fire Chief Winnacker responded that the collection rate is very favorable relative to the industry norm. MOFD does not have a collection rate for local residents due to the non-billing policy of residents. MOFD billing is for infrequent events outside of the district or for people that are traveling through on Highway 24. The bad debt ratio is favorable, except for our older population (over 20% of the district's population is on Medicare and Medicare) and reimbursement rates are very low relative to the billing. It is challenging because we are not comparing apples to apples of bad debt relative to other agencies. President Danziger thanked Staff for the information and the compelling case of why we should keep outsourcing the ambulance billing. Director Jorgens agreed.

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

8.8 Draft Community Wildfire Protection Plan (CWPP) (audio 82:01)

Fire Chief Winnacker provided the report. Following the adoption of the 20-01 Fire Code, the administrative elements that support and advance the goal of reducing the community's exposure to wildfire risk is the development of a Community Wildfire Protection Plan (CWPP). The draft CWPP will be published in its draft form to allow the community time to review and be prepared with questions, inputs, and comments for a series of upcoming community meetings. The information will be presented detailing the findings and recommendations supported by fire spread modeling, and the process of simulated fire spread to prioritize recommendations.

Fire Chief Winnacker explained the problem of many years of accumulated fuel and the associated wildfire risk. The development of suburban area homes stopped all of the either naturally occurring fire or grazing. The homes are surrounded by non-native vegetation, most of which is not well suited to the temperate zone. This problem has been exacerbated after years of developing into photosynthesis creating new layers of vegetation on the floor. The fuel mitigation problem will take years to address, and as a result, the need and demand for resources will outstrip availability in the short term. Fire Chief Winnacker emphasized the importance that the work be guided by a scientific understanding of where the highest priority areas are and where the community as a whole will achieve the greatest return on investment. The CWPP is intended to help guide that work, and the annexes will be presented at the CWPP community meetings and show the underlying fire spread model and what the fire spread looks like in our District.

Fire Chief Winnacker outlined the process for developing the CWPP to educate the community with fire science during the CWPP community meetings and foster community input. Staff will provide the Board an opportunity to hold a public workshop where members of the public can participate and provide input before adopting the CWPP. In addition, the CWPP's strategic multi-year approach to wildfire risk reduction and mitigation will make the District available for additional grants. Director Jorgens commented that the CWPP would be a great set of guidelines and priorities for the City of Orinda and Town of Moraga. Director Jorgens suggested that the plan provide an actionable aspect. Fire Chief Winnacker agreed and stated that a more detailed demonstration would be provided showing simulated fire and the results, using science to unfold the priority areas based on fire spread rates and fire intensity. Director Jorgens added that the community would look to the plan to establish the priorities between fuel reduction and home hardening to help the homeowner prioritize resources. Fire Chief Winnacker agreed.

President Danziger asked if the CWPP required Contra Costa Board of Supervisors approval. Fire Chief Winnacker confirmed. President Danziger noted that some of the data seemed to reference the 2014-2015 years and should be updated if available. President Danziger recommended holding a Special Board meeting with the CWPP as the only agenda item. Director Jorgens asked how the CWPP relates to the

Lafayette, Moraga, and Orinda emergency plans. Fire Chief Winnacker stated that he would look into those emergency plans. Director Jex inquired about the community meetings. Fire Chief Winnacker answered that three separate meetings would take place, one for each of the communities. Separate meetings are being held because the exposure, topography, and fuel loading are different in each community. The meetings will be tailored to the demographic and allow community members to ask questions relevant to their community. Director Jex asked what the next steps will be once the CWPP is adopted by both the MOFD Board and Board of Supervisors. Fire Chief Winnacker answered that it provides a framework and a strategic direction with regard to the prioritization of projects as funds or resources become available. The CWPP is intended to provide a framework to ensure all work moves towards the common goal and is done in a mutually reinforcing manner.

President Danziger opened Public Comment.

Jonathan Goodwin, Canyon resident, asked how the CWPP has been received by the community and potential pitfalls. President Danziger responded that this is the first time the board and public have seen the draft of the CWPP and discussed the upcoming community meetings. Fire Chief Winnacker added that the challenge with the development of the CWPP is to ensure people become aware and understand the importance of public input. The goal with the CWPP is with public input and buy-in, to help guide efforts on a district-wide basis to move forward in a coordinated manner with mutually supporting projects and generate the greatest good for the greatest number of people at the lowest cost measured.

Melanie Light, Orinda resident, asked which agency owns the CWPP and asked if the new City of Orinda committee that manages the Wildfire tax revenue be considered a collaborator for the CWPP. Fire Chief Winnacker answered that MOFD is an independent special district and has the jurisdictional authority for suppression and prevention; therefore, the CWPP would be a MOFD document. Collaboration and input from the City, Town, and community are sought and encouraged. Fire Chief Winnacker defers to the City of Orinda committee regarding how they plan to utilize the CWPP. The goal of the CWPP is that it would be the single document used to guide projects and programs on a community-wide basis.

Dennis Fay, Vice Mayor City of Orinda, commended MOFD on the comprehensive plan and stated that the CWPP would provide an excellent framework for the City of Orinda to consider implementing the new Measure R sales tax. Vice Mayor Fay requested that the Fire Chief help guide the City of Orinda through its new commission for Measure R as they begin to look at priorities for actual investment. Vice Mayor Fay suggested it would be helpful if the Fire Chief or MOFD Board President could make a presentation to the Fire Prevention Subcommittee and the Orinda City Council in January.

Michael Brown, Orinda resident, thanked MOFD for taking the lead on the CWPP and expressed the need to encourage the City of Orinda to collaborate in the development of the CWPP. Mr. Brown suggested MOFD have a document explaining how the CWPP will go above and beyond the current Contra Costa County CWPP.

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

Director Jorgens asked if the Contra Costa County CWPP gives any obligations to our area since there is County property in the area. Fire Chief Winnacker explained that the County CWPP does not give specific recommendations for our area.

Fire Chief Winnacker recognized and thanked Battalion Chief Jerry Lee and Fire Marshal Jeff Isaacs for the tremendous amount of time and work put into CWPP. Typically, CWPPs are outsourced to consultants and can be costly.

No further discussion by the Board

8.9 Wildland Fire End of Season Report (audio 113:14)

Fire Chief Winnacker provided the report. In what is regularly described as an unprecedented fire season, MOFD deployed members supporting the state mutual aid system. These deployments included both Types I and III strike teams and single resource deployments in a variety of line and IMT assignments. Single resource deployments included Safety Officers, GIS Specialists, Division Supervisors, Medical Unit Leader, Liaison Officers, and Technical Specialists. All of these specialties are relevant to wildfire operations in the District. Through these deployments, MOFD members gain valuable experience and qualifications recognized by the California Incident Command Certification System. This year several members achieved a new qualification, and all deployed members maintained certification, which is required on a 3-5 year cycle.

Beginning with the 1800 acre Quail Fire in Solano County on June 6th and concluding with the 1M+ acre August Complex in November, 38 distinct MOFD members were deployed for 19,625 hours, 817 person-days to 29 incidents as over 4 million acres were consumed by wildfire. Through these deployments, MOFD members worked in austere conditions in the face of dynamic and fast-moving fires to reduce the loss of life and property. Deployments included the Quail, Hog, Gold, Apple, Red Salmon Complex, ONC Staging, Loyaltan/Deer, Lake, SCU Lightning Complex, OES XAL Preposition, OES XCC Pre-position, LNU Lightning Complex, Lake Castaic, North Complex, August Complex, West Castle Zone-SQF Complex, Glass, CZU Lightning Complex, Oak, Creek, and Silverado/Blue Ridge. Members also deployed to the CAL OES headquarters to support COVID-19 mitigation efforts.

Mutual aid deployments are reimbursed by CAL OES for time worked, vehicle usage, and an administrative overhead fee to cover processing costs. It is important to note that staffing reimbursement pays for the deployed member and the backfill used to staff units in the district during their absence. Year to date, MOFD has generated the following: Staffing: \$1,482,282.53, Vehicle Charges: \$256,706.50, Admin Fee: \$619,398.66. With less wildfire activity, prior years have resulted in lower amounts of CAL OES reimbursement as deployment revenue is tied to the number of hours members are assigned to incidents. Fire Chief Winnacker noted that the strike-team revenue is one-time revenue. For the budget process, the Strike Team Revenue fluctuates and should be considered one-time revenue as we move through the budget process. Additionally, the District's Emergency Preparedness Manager deployed on several occasions for a total of 2,086.75 hours, all of which were reimbursed by CAL OES and were authorized as part of the District's increase of the position's hours for the remainder of CY20.

Fire Chief Winnacker shared the commendatory feedback about how MOFD members carried themselves and the degree that they contributed to the effective management and control of these fires on a regular basis. Director Jex asked if the revenue will be received in the 2021 fiscal period. Fire Chief Winnacker confirmed and explained the state's payment process (when a member returns, they submit the F42 and any OES reimbursements). Finance Manager Smith submits the reimbursements to the State. The State reviews and issues an invoice to MOFD. MOFD approves the invoice and resubmits for payment. Due to COVID-19, the State is backlogged. Director Jorgens thanked and congratulated all of our firefighters who sacrificed time away from family, especially during COVID. Fire Chief Winnacker stated that 38 members out of a 57 member department deployed. Our members are eager to serve, and heartening to see that level of engagement. Director Jorgens appreciated the one-time revenue being broken out so they can break those things out in our upcoming forecast.

President Danziger opened Public Comment.

Jonathan Goodwin, Canyon resident, asked if a distillation of the experiences learned and if the experience will make our Members want to leave the District. Fire Chief Winnacker answered that MOFD holds an end-of-season Wildland meeting where the after-action comparison of lessons learned and sharing of information is discussed. The information is shared within the District and captured in the policies and procedures, and incorporated into the RT 130 training. It is possible that members could seek a new career path as a result of Strike Teams and MOFD would support any member and their career progression.

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

9. COMMITTEE REPORTS (audio 127:01)

9.1 Finance Committee (Directors Danziger and Jorgens)

No report.

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

No report.

9.3 Joint Fire Prevention Ad Hoc Committee (Directors Danziger and Jorgens)

No report.

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

10. ANNOUNCEMENTS (audio 127:18)

**10.1 Brief information only reports related to meetings attended by a Director at District expense
(Government Code Section 53232.3(d))**

President Danziger attended a California fire district association annual meeting and a legislative update.

10.2 Questions and informational comments from Board members and Staff

No report.

10.3 Fire Chief Updates

10.3.1 COVID-19

Fire Chief Winnacker provided the report. Ninety-eight percent of California is below fifteen percent emergency room capacity. MOFD continues to follow protective measures and protocol. Staff is working with the County Health Department to make sure we are following best practices and aware of the developing and emerging understanding of how the disease is transmitted. There is a shortage of skilled nursing staff that has been an issue both in the hospital and congregate care setting. There is a potential for increase in ambulance wait times because the staffing shortages negatively impact the Emergency Department's ability to induct patients. MOFD is monitoring the impact and currently has not seen a significant increase in time. MOFD continues to monitor the congregate care facilities in Orinda and Moraga for outbreaks and staffing shortages. President Danziger asked about the status of a potential vaccine for our members? Fire Chief Winnacker answered no updates at this time.

10.3.2 Human Resources

Human Resource Benefits Manager Russell provided the report. On December 8, the promotional examination process for a Battalion Chief was conducted. As a result, Captain Lucas Lambert was promoted to Battalion Chief on December 14, 2020. The next promotional examination will be for the job classification of Captain and will occur in early summer 2021. President Danziger commended HR Benefits Manager Russell for completing the Battalion Chief process quickly and efficiently. HR Benefits Manager Russell thanked Battalion Chief Gehling and Office Specialist Mona Berestka for assisting in the process.

10.3.3 Fire Marshal

Fire Marshal Isaacs provided the report. Fire Prevention Staff has been heavily engaged in the chipping program and finishing inspections for the season. Fire Prevention Staff is working to complete the North Orinda Shared Fuel break and removing the last bit of trees from the Wagner Ranch School. Fire Marshal Isaacs provided the following year-end summary: 110 days chipping, removed 402 tons of material, inspected 2881 properties 1950, passed first inspections, and 625 passed on the second inspection, 234 passed on the third inspection, and 83 properties remain out of compliance. The Board approved 21 properties as hazardous and 7 of those properties have been abated, costing \$24,644. President Danziger asked where the chipper is working this week. Fire Marshal Isaacs responded that the Chipper is working on Tiger Tail next week. Director Jorgens asked if the chipper still has a backlog. Fire Marshal Isaacs confirmed. Fire Chief Winnacker added that this is that time of year when Monterey Pines die, and a lot of Monterey Pines have died recently in the area. MOFD is working on a public service announcement to encourage residents not to ignore the dead trees and educate the community on how to identify dead or dying trees on their properties.

Fire Chief Winnacker shared that Fire Marshal Isaacs advocated for a \$5,000 grant from Diablo Fire Safe Council for the Tiger Tail Firewise neighborhood. Partnering with the MOFD Chipper Program, the Tiger Tail neighborhood utilized the chipper in conjunction with a paid arborist using the model Carol Brovelli and Rob Schroeder pioneered in Sleepy Hollow Neighborhood. The two programs' partnering has allowed the thickening of the secondary and tertiary lines of defense behind the North Orinda Shaded Fuel Break. President Danziger commended MOFD for collaborating with the California Native Plant Society as well.

Fire Chief Winnacker presented an update on Fuel Modeling and Prescribed Fire and the collaboration with the Bay Area Air Quality Management District. MOFD has worked with the Bay Area Air Quality Management District to help them better understand the impact of prescribed fire during different times of the year on the PPM loads. The collaboration has achieved a more permissive environment with greater allocations authorizing larger burn areas with a more advanced notice, which helps plan the resources necessary to conduct a prescribed fire safely.

Fire Chief Winnacker showed a time-lapse video of the Irvine Drive fire captured by the Volmer Tower camera and provided examples of how MOFD uses the data captured from the time-lapse video and drones to create a 3D modeling of fire spread and simulated fire. The time-lapse data depicts the fire spread down to the minute, providing the baseline data for fuel modeling. The fuel modeling runs a

simulated fire across a piece of land, compared to actual fire data captured to create a benchmark. The fuel modeling that will be utilized in the CWPP is the roadmap that will guide priorities to the areas that need the greatest attention.

Fire Chief Winnacker showed a video of the prescribed fire on Painted Rock. The land has been recently transferred to the John Muir Land Trust, and they are establishing a long-term plan for the fuel mitigation needed. MOFD hopes that plan will include the reintroduction of cattle. Since July of 2018, MOFD has performed prescribed fire at the Painted Rock three times, removing years of accumulated thatch encroaching brush and thistle. The vegetation is a highly combustible material that has been encroaching on this area for many years. Fire Chief Winnacker thanked the Town of Moraga for the support and Residents who put up with the smoke produced from the fire.

MOFD partnered with UC Berkeley Representatives working with a California Air Resources Board grant to study wildfire smoke. The UC Berkeley Representatives were able to capture data using a large drone with large sensors. The drone captured the fire's chemical composition as it burned in grass, brush, and thistle. All of the data gathered from the prescribed fire goes towards building the fire models and a better understanding of the impact of prescribed fire on the PPM levels in the area. Fire Chief Winnacker explained the impact of having this data for the Bay Area Air Quality Management District to assist in the air quality models allow for more burn days. MOFD will continue to work with the UC Berkeley team on future prescribed fire projects.

Fire Chief Winnacker shared the Bear Ridge Conversion and the progression encroachment of brush from 1939 through 2019. Fire Chief Winnacker reviewed the work completed from the North Orinda Shaded Fuel Break. Utilizing the drone to create a 3D modeling, in August 2019, images show the reduction of coyote brush. Concerned about regrowth, in December 2020, a prescribed fire was performed by walking a low-intensity ground fire, largely carried by the macerated remains of the coyote brush and supplanted with support from the California Native Plant Society. Utilizing a native grass and wildflower mix planted to set the stage for future fire and restoration of native grasslands. Very few native grass strands are left in the area after grazing and the encroachment of non-native invasive grasses and weeds. MOFD established a seed bank, and as those grasses grow and shed, MOFD created a substrate that will crowd out future growth. Based on our advisor, who has a Ph.D. in coyote brush, states that after three years of returning fire following the maceration, the field conversion from a mature coyote brush to a native grass and wildflower field should be complete. With the combination of technology and in-person observations, MOFD can generate scientific data as to the most effective method to convert this field.

Fire Chief Winnacker showed a video of the drone comparing Bear Ridge, North Orinda Shaded Fuel Break illustrating untreated to mastication from July 2019 to August 2019 and the remaining coyote brush. MOFD used three different treatment regimens applied to this area, which will allow MOFD to compare and contrast the different treatments to see which is the most effective to prevent the regrowth of the coyote brush and the conversion to native grasses.

Fire Chief Winnacker shared a new project LiDAR Ground Collection using an NC Tech scanner partially funded by the Moore Foundation grant. Fire Chief Winnacker shared a photo of the fuel mitigation team installing the Scanner on top of District vehicles. The Scanner has a high definition 360 camera and a ground-based lidar. Fire Chief Winnacker shared examples of captured images to assist with roadside inspections and create simulated wildfire across the roadside. The LIDAR tracking Map was shared, showing all the areas captured by the Communication Support 241 Team's volunteers organized by Dennis Rain. In addition to the LiDAR Ground Collection project, MOFD is piloting the Aerial Collection project, which is flying the MOFD drone by a volunteer Communication Support Team pilot flying the Open Spaces as a method for rapidly and reliably inspecting these areas for simulated fire and enforcement. Staff spent considerable time this year trying to inspect some of the large interior parcels that are hard to see from the road. The Aerial project will eliminate the need to identify the violation in-person or verify if the work has been done. The aerial view will provide rapid inspections and increase Staff's efficiency and effectiveness and allow us to build upon the 2800 inspections towards the goal of inspecting all 14,000 parcels on an annual basis.

MOFD is working with Planet Labs on updated satellite imagery to improve the resolution. The resolution is not at a level where it can be used to issue citations based on current imagery. The current level of resolution will be used exclusively for undeveloped parcels to determine if work has been done and if a re-inspect is needed. Many of the undeveloped large parcels are owned as investment properties, and owners are out of the area. These open parcels are an area where we can make rapid improvements in fire safety, and the drone work will help improve that process.

Director Jorgens suggested looking into using tractors with gas jets that burn but do not create smoke to reduce some of the environmental impacts. Fire Chief Winnacker agreed and stated that MOFD is building both the knowledge and understanding of what adjuncts are necessary to be more efficient in the prescribed burn. The Rescue One Foundation has been a great partner in helping MOFD purchase equipment to assist MOFD with efficiency and effectiveness. Our agency is unique as we put fire on the ground in our environment close to homes. Prescribed fire is the most cost-effective, least environmentally impactful, and the most effective way to reduce fuel loading in these large areas. Director Jorgens asked if residences should use the same approach as MOFD and try to plant native plants and grasses to remove encroaching brush from areas and weed whack every year. Fire Chief Winnacker supported the idea and stated that the East Bay MUD Native Plant or Grass Seed Mix is approved and part of the natural habitat management plan.

Director Donner commented that he has seen more dead or dying Monterey Pines and asked if it is a coincidence or an illness like Sudden Oak death. Fire Chief Winnacker replied that it is a combination but is not aware of a specific disease that attacks like Sudden Oak Death. The Monterey Pines were planted in the 70s and are hitting the end of their life cycle.

10.4 Communications Received

Communications received were provided in the packet. No discussion from the board.

10.5 Future Agenda Items

No Report

President Danziger opened Public Comment.

Jonathan Goodwin, Canyon resident, stated that he served as a co-chair of the committee that developed the County CWPP and expressed that the County CWPP is not useful. Mr. Goodwin asked the Fire Chief about the painted rock burn and if erosion was considered when burning. Fire Chief Winnacker confirmed and explained that MOFD collaborated with both the landowner and relevant regulatory agencies.

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

11. ADJOURNMENT (audio 165:23)

At 9:40 p.m., Director Jorgens motion and seconded by Director Baitx to adjourn the meeting. Said motion carried 5-0 roll call vote (Ayes: Baitx, Donner, Jex, Jorgens, and Danziger; Noes: None; Absent: None; Abstain: None).



Marcia Holbrook,
District Secretary/District Clerk

For an audio recording of this and other Board meetings, please visit the MOFD District Board Meeting webpage
<http://www.mofd.org/board/meetings>.