



Moraga-Orinda Fire District
BOARD OF DIRECTORS
SPECIAL BOARD MEETING MINUTES
February 22, 2023
(APPROVED MARCH 15, 2023)

1. OPENING CEREMONIES

The Board of Directors convened a teleconference Open Session at **6:00 p.m.** on **February 22, 2023**, via the Zoom application, <https://us02web.zoom.us/j/82640957274>, and webinar id: 826 4095 7274 or by phone 669-900-6833. This meeting was conducted by webinar and teleconference only in accordance with AB 361. The meeting was not available for in-person attendance.

President Jex called the meeting to order and requested an attendance roll call. Present were the following Directors and Staff. Director Roemer led the pledge of allegiance.

President Jex	Dave Winnacker, Fire Chief
Director Danziger	Gloriann Sasser, Admin. Services Director
Director Hasler	Christine Russell, Human Resources Manager
Director Jorgens	Jonathan Holtzman, District Counsel
Director Roemer	Marcia Holbrook, District Clerk

2. PUBLIC COMMENT (audio 00:01:15)

President Jex opened Public Comment on the closed session items. There were no requests to address the Board. President Jex closed Public Comment.

At **6:01 p.m.**, the Board adjourned to Closed Session.

3. CLOSED SESSION

3.1 Conference with Labor Negotiator

Government Code Section 54957.6)
Agency Designated Rep: Luke Jensen
Employee Organization: Local 1230, International Association of Firefighters IAFF

At **6:53 p.m.**, the Board adjourned the Closed Session

4. RECONVENE THE MEETING (audio 00:03:40)

4.1 Call the Meeting to Order

4.2 Roll Call

President Jex reconvened the Moraga-Orinda Fire District Board of Directors' special business meeting at **7:01 p.m.** and requested an attendance roll call. Present were the following Directors and Staff:

President Jex	Director Roemer	Jonathan Holtzman, District Counsel
Director Danziger	Dave Winnacker, Fire Chief	Marcia Holbrook, District Clerk
Director Hasler	Gloriann Sasser, Admin. Services Director	
Director Jorgens	Christine Russell, Human Resources Manager	

5. REPORT OF CLOSED SESSION ACTION (audio 00:04:11)

President Jex stated that the Board took no reportable action on agenda items 3.1

6. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA (audio 00:04:23)

President Jex opened Public Comment. There were no requests to address the Board.

7. SPECIAL AGENDA (audio 00:09:29)

7.1 Authorize Fire Chief to Enter into a Grant Subaward Agreement from the 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

Fire Chief Winnacker provided the report. In partnership with the City of Orinda and the Town of Moraga, MOFD sought support from our state-level elected officials for funding to support a pilot program to reduce wildfire risk, which resulted in the recent award of a Grant Subaward from the California Governor's Office of Emergency Services in the Amount of \$800K. The purpose of the grant is a three-year pilot program for

two Wildland Fire Specialists to work with residents to mitigate fire risk. Fire Chief Winnacker made special acknowledgment for the leadership provided by City Manager David Biggs in concert with the Moraga Town Manager and Assemblymember Rebecca Bauer-Kahan. Total salaries and benefits for one Fuels Mitigation Specialist are currently \$81K/year. Total salaries and benefits for two Fuels Mitigation Specialists over three years are projected to be approximately \$520K. 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. The grant funds are sufficient to cover the cost of a three-year pilot program. Staff will work with the State to determine if additional costs related to the pilot program, in addition to the salaries and benefits, are reimbursable to maximize District reimbursement.

Fire Chief Winnacker noted acceptance of the grant is time-sensitive. The District recently completed a recruitment process for Fuels Mitigation Specialists and has qualified candidates eligible to hire for a limited term. Staff recommended a FY2023 General Fund budget adjustments to increase State Grants revenue by \$60K and increase Salaries and Benefits expenditures by \$60K. In addition, there is the time-sensitive nature of the seasonality of the work the Fuels Mitigation Specialists perform. Staff recommended that the Board approve the grant with the understanding that Staff will come back to the Board with additional information as Staff understands what additional associated expenses can be charged to the grant or if there is potential for an extension of the grant to receive the total authorized amount.

Director Danziger asked if there are any special requirements or anything attached to the grant that is over and above what the Fuels Mitigation Specialists presently do. Fire Chief Winnacker answered no. The existing Fuels Mitigation Program will be expanded by utilizing the additional positions underneath the current job description. Director Danziger asked if the present Supervisory Staff could handle the additional Fuels Mitigation Specialists. Fire Chief Winnacker confirmed. Director Danziger asked if the District would need to open the position again to find additional candidates. Fire Chief Winnacker deferred to HR Manager Russell. HR Manager Russell answered that the District currently has other applicants eligible to go through the interview process.

Director Jorgens inquired about the start date for the grant. Fire Chief Winnacker answered Staff would engage with the State to determine if there is an opportunity to request an extension based on the late award date. Director Jex asked if the budget adjustments are the amount needed for the current FY23 budget. Administrative Services Director Sasser confirmed. Director Jorgens inquired about the Fuels Mitigation training and areas of responsibility. Fire Chief Winnacker explained Staff intends to approach the program as a pilot. There are benefits for the District to have the plug-and-play flexibility, and all Fuels Mitigation Specialists will have the same baseline training. Director Hassler asked if the \$60K budget adjustment is fully loaded to cover compensation and benefits. ASD Sasser confirmed. Director Jorgens commented on the additional expenses that the grant should cover. Fire Chief Winnacker responded Staff would explore all options, including extending the program.

President Jex opened Public Comment. There were no requests to address the Board. President Jex opened Public Comment on the motion. There were no requests to address the Board.

Director Danziger requested to add to the motion that a thank you letter be issued from the Board of Directors to Assemblymember Rebecca Bauer-Kahan.

Motion by Director Roemer and seconded by Director Jorgens to 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; and issue a letter of gratitude from the Board of Directors to Assemblymember Rebecca Bauer-Kahan. Said motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None)

8. ADJOURNMENT

At 7:15 p.m., Director Jorgens motioned and seconded by Director Roemer to adjourn the meeting. Said motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None).



Marcia Holbrook, District Secretary/District Clerk