



Moraga-Orinda Fire District
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
May 15, 2024
(APPROVED JUNE 19, 2024)

1. OPENING CEREMONIES

The Board of Directors convened an Open Session at 6:00 p.m. on May 15, 2024, at the Sarge Littlehale Room, 22 Orinda Way, Orinda, California, 94563. This meeting was conducted in a hybrid format with in-person and remote options for public participation. Board Member Greg Hasler participated via teleconference from Craig, Colorado.

President Roemer called the meeting to order, requested an attendance roll call, and led the Pledge of Allegiance. Present were the following Directors and Staff (present in person unless noted with asterisks):

Board Members: Director Steven Danziger, Director Greg Hasler**, Director John Jex, Director Craig Jorgens, President Mike Roemer

Staff: Fire Chief Dave Winnacker, Administrative Services Director Gloriann Sasser, Human Resources Manager Christine Russell, District Clerk Marcia Holbrook

District Counsel: Renne Public Law Group Founding Partner Jonathan Holtzman and Senior Analyst Luke Jensen

2. PUBLIC COMMENT – CLOSED SESSION ITEMS (audio 00:01:22)

There were no requests to address the Board.

At 6:04 p.m., the Board adjourned to Closed Session.

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

3.2 Conference with Labor Negotiator – MOFCOA

(Government Code Section 54957.6)

Employee Organization: Moraga-Orinda Fire Chief Officers' Association

Agency Designated Representative: Luke Jensen

3.3 Conference with Labor Negotiator - Unrepresented Employees

(Government Code Section 54957.6)

Employee Organization: Unrepresented Employees

Agency Designated Representative: Luke Jensen

3.4 Conference with Legal Counsel - Existing Litigation

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of Case: Sandia Pearson and Anita K. Pearson v. Moraga-Orinda Fire District

Case No. N23-2201

3.5 Conference with Legal Counsel - Existing Litigation

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of Case: Peter J. Nowicki v. Contra Costa County Employee' Retirement Association, Moraga-Orinda Fire District, and Does 1 - 25 inclusive

Case No. Case No. MSC17-01266

3.6 Public Employment

(Government Code Section 54957)

Public Employment Position to be Filled Title: Fire Chief

At 7:03 p.m., the Board adjourned the Closed Session.

4. RECONVENE THE MEETING (audio 00:04:15)

President Roemer reconvened the Moraga-Orinda Fire District Board of Directors regular meeting at **7:04 p.m.** Present were the following Directors and Staff (present in person unless noted with asterisks):

Board Member: Director Steven Danziger, Director Greg Hasler**, Director John Jex, Director Craig Jorgens, President Mike Roemer

Staff: Fire Chief Dave Winnacker, Administrative Services Director Gloriann Sasser, Fire Marshal Jeff Isaacs, Battalion Chief Lucas Lambert, Emergency Preparedness Coordinator Dennis Rein, Finance Manager Mary Smith**, Human Resources Manager Christine Russell, Engineer Stephen Rogness, District Clerk Marcia Holbrook

District Counsel: Renne Public Law Group Founding Partner Jonathan Holtzman

5. REPORT OF CLOSED SESSION ACTION (audio 00:04:40)

There was no reportable action regarding Items 3.1-3.6.

6. PUBLIC HEARING (audio 00:04:54)

6.1 Second Reading and Adoption of Ordinance No. 24-02, An Ordinance of the Moraga-Orinda Fire Protection District of Contra Costa County establishing and adopting a schedule of fees and collections policies for Ambulance Transport and Superseding Ordinance No. 01-01

Fire Chief Winnacker reported that at the April 17, 2024, Board meeting, the Board approved the introduction and first reading of Ordinance 24-02 of the Moraga-Orinda Fire Protection District of Contra Costa County, which adopts a new schedule of fees and collection policies for ambulance transport, superseding Ordinance No. 01-01, effective July 1, 2024. The District provided public notice of its intention to establish and impose the specified fees. Interested parties were invited to attend the public hearing or submit written comments on the proposed revisions. No written comments were received. Staff recommended the Board waive the second reading and adopt Ordinance 24-02, establishing and adopting a schedule of fees and collections policies for Ambulance Transport and Superseding Ordinance No. 01-01.

President Roemer opened the public hearing. There were no preliminary Board comments or discussions by the Board. President Roemer opened public comment. There were no requests to address the Board. President Roemer opened public comment on the proposed action. There were no requests to address the Board. President Roemer closed the public hearing.

Motion by Director Jorgens and seconded by Director Danziger to waive the second reading and adopt Ordinance No. 24-02, An Ordinance of the Moraga-Orinda Fire Protection District of Contra Costa County establishing and adopting a schedule of fees and collections policies for Ambulance Transport and Superseding Ordinance No. 01-01. The motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None).

7. ANNOUNCEMENTS (audio 00:07:30)

7.1 Brief information only reports related to meetings attended by a Director at District expense (Government Code Section 53232.3(d)). None reported.

7.2 Questions and informational comments from Board members and Staff. The Board commended the successful Open House event on May 4, 2024, which was well attended by the community.

7.3 Communications Received. Three communications were received:

1. From LAFCO reporting the results of the 2024 Special District Election
2. A citizen survey from Lisa Shaffer
3. A late communication received from Eduardo and Kukhi Lazo

The LAFCO and citizen survey correspondence were included in the packet. The late communication from the Lazo family is attached to these minutes. Fire Chief Winnacker spoke about the survey, which commended Inspector Chou for his work, specifically for making the homeowners aware of the requirements and how to achieve compliance. Director Danziger commented on the LAFCO correspondence, mentioning that Mike McGill, an Orinda resident, had been reelected.

7.4 Fire Chief Updates (audio 00:09:47)

a. Finance Report

Finance Manager Smith provided the report covering the status of Office of Emergency Service (OES) reimbursements, the Tunnel East Bay Hills Fuel Break, and Treasury Bills updates. The presentation is attached to these minutes (item 7.4(a)). Director Jorgens thanked Staff for diligently tracking the payments. He noted that earning 5% is only possible when the payments are received promptly. The funds from the treasuries yield roughly 1% point higher than what would be received from the County, emphasizing that 1% on \$30M is a significant amount.

b. Human Resources

HR Manager Russell reported that one of the Firefighter-Paramedic trainees did not pass the Fire Academy; however, the remaining four trainees are on track to graduate on Monday, May 20, 2024. Three out of the five Directors plan to attend the graduation ceremony. HR Manager Russell announced that the candidate scheduled to begin training at the Alameda City Fire Academy had sustained a personal injury prior to starting the academy and would not be able to participate in the program. Director Danziger inquired about the availability of a backup candidate. HR Manager Russell responded that there were no backup candidates, and the current list is exhausted. Director Jorgens asked if the injured individual would be able to participate in the academy at a later date? Fire Chief Winnacker replied it was uncertain due to the severity of the injury. Director Danziger asked if there was a certain amount of time within which an individual could still return to the program. Fire Chief Winnacker answered that individuals remain eligible on the list until the next hiring process replaces the current list, with the possibility of extending the period to an additional year.

c. Fire Marshal

Fire Marshal Isaacs provided the report focusing on the juniper and bamboo enforcements and reported the following:

- 874 pre-citation notices were issued
- 156 citations of \$100 each
- 64 citations of \$200 each, and a few properties received multiple \$500 violations
- 86 extensions were granted, ranging from two weeks to a month
- 47 open cases

Director Danziger inquired about the continued use of West Coast Code Consultants (WC-3) for plan reviews, noting that it had been approximately a year since the promotion of an in-house person to be a plan reviewer. Fire Marshal Isaacs responded that the Plans Examiner is currently occupied with state-mandated inspections. Due to the high demand for inspections, the transition has been slower than anticipated. Fire Chief Winnacker added that the bulk of the workload arises from the need for multiple re-inspections with many sites requiring two to four revisits. The additional capacity for plan reviews has been achieved by utilizing WC-3.

Director Jex inquired about the percentage of fines collected. Fire Marshal Isaacs answered 100% are collected unless the recipient requested a hearing or a fee waiver. Director Jorgens pointed out that the building inspections have changed in frequency and depth compared to past practices. He asked if there was an expectation that once properties are brought up to compliance this year, there would be fewer issues upon re-inspection next year. Fire Marshal Isaacs affirmed this expectation.

d. Tunnel East Bay Hills Fuel Break Project

Fire Marshal Isaacs provided the report. Crews resumed work this week, focusing on burning piles near Wilder and moving towards Canyon and Flicker Ridge. Fire Chief Winnacker added that the team has been making good use of the late rainfall to extend the pile burning season. Typically, Staff would be concerned about surrounding fuels being receptive to fire, but this is not the case, allowing Staff to mitigate piles that would have otherwise been carried over to the next season. Director Danziger inquired if the recent rain was the reason for the favorable conditions. Fire Chief Winnacker responded that while the recent rain contributed, the primary factor was the quantity of rain throughout the winter and how late it persisted into the season.

e. Home Hardening Grant Program

Emergency Preparedness Coordinator Rein provided the update. Staff is working with the gutter glove company to ship materials directly to grant awardees versus to the District office. Orindawoods Homeowners Association is scheduled to receive a direct shipment of \$13K in materials. Additionally, some individuals who requested materials from the previous order were unable to pick up the material on time. To address that issue, Staff packaged the remaining materials for individuals to pick up at their convenience. Lastly, Gutter Glove will be providing a similar shipping product of the same quality to residents, resulting in a \$20 reduction per box to cover the direct shipping costs.

Director Danziger inquired when residents would be able to order the gutter guards online. Emergency Preparedness Coordinator Rein explained that once the direct-to-resident shipping process is established, residents will be able to visit the District's website and submit a grant request.

President Roemer mentioned that the new gutter guards seem to be much better than the ones he installed in his home several years ago. He expressed concerns about the improper installation of the gutter guards. He suggested that Staff should check to ensure that residents have installed the

guards correctly, which could be a topic of discussion for a future agenda item to address how to assess whether gutter guards have been installed correctly.

Fire Chief Winnacker explained that residents who received gutter guards are asked to send pictures once they are installed, allowing the department to build an album of correctly installed guards. However, conducting a detailed assessment of each installation would require diverting resources from other essential tasks such as chipping, pile burning, and juniper enforcement. Resource allocation would need to be carefully evaluated, and prioritization would need to be determined by the Board.

President Roemer inquired about the percentage of residents who have installed the gutter guards. Fire Chief Winnacker responded that the data on the percentage of installations is not available beyond the amount that has been distributed to residents. Director Jorgens asked if Staff tracked the locations of installations on a map to enable future proactive targeting of areas lacking installation of the gutter guards. President Roemer added that Firewise initiatives could aid in this effort. Emergency Preparedness Coordinator Rein answered that Orindawoods is a Firewise neighborhood and expressed interest in outfitting their entire community with gutter guards. However, such initiatives require someone in the neighborhood to organize the distribution and installation of the gutter guards. Director Jorgens suggested making the location of the gutter guards installed available to Firewise groups so they can follow up with the other homes. President Roemer emphasized the value of follow-up to maximize the effectiveness of the gutter guards.

f. Operations

Battalion Chief Lucas Lambert introduced Engineer Stephen Rogness, who provided an overview of the District's Geographic Information System (GIS) mapping program. Battalion Chief Lambert explained how the program is essential for operations and fire prevention and is utilized across all programs within the District. Engineer Rogness began the presentation by sharing his background. He reflected on the experience and education he gained from working in the GIS section while deployed on large fires and how in 2020, the opportunity to bring his experience back to the District to create a GIS mapping program was recognized. Fire Chief Winnacker described the approach to Engineer Rogness's learning process and the decision for Engineer Rogness to learn from hands-on experience in an operational environment rather than sending him to conferences and classes.

Engineer Rogness continued his presentation by discussing the development of the GIS mapping program. He highlighted the collaboration that was required with neighboring agencies to collect the necessary data to develop the layers for the maps. Engineer Rogness illustrated the complexity of GIS mapping by displaying the folder structure that contained the various layers of data (i.e., burn piles and chipping). He then delved into the hydrant maintenance program, explaining the process of collecting and mapping the data. Engineer Rogness explained how the crews annually inspect hydrants using mobile devices, which streamlined the data collection process and created efficiencies. Once submitted, all data is centralized, allowing for the creation of maps displaying hydrant locations and critical details for firefighters. Fire Chief Winnacker elaborated on the efficiency gains achieved through the GIS program. He also emphasized how the GIS dashboards aid in the annual prioritization processes, allowing Staff to make informed decisions based on trends and data insights. In summary, Engineer Rogness showcased the GIS mapping and how it enhances the District's operational efficiency and strategic decision-making.

Director Jex commented on the hydrants, noting the coloring of the bonnet and cap and other details. He mentioned the last discussion the Board had on hydrants several years ago and how East Bay Municipal Utility District (EBMUD) was responsible for them. Fire Chief Winnacker confirmed that EBMUD, as per state law, is responsible for testing and recording the results of hydrant testing, but the law does not specify how this should be done. EBMUD uses calculations based on data from sensors throughout the system to monitor performance rather than performing annual physical inspections.

Director Danziger asked who was responsible for painting the curbs red. Fire Chief Winnacker answered that it was the responsibility of the City or Town. The District takes responsibility for painting the hydrant's bonnet and cap, exercising the valve, lubricating the cap, and recording any minor leaks. If a more severe problem or significant issue is found, it is forwarded to the responsible entity (e.g., the property owner or EBMUD). Engineer Rogness added that the District ensures that the hydrants are operational by clearing away dirt, debris, and vegetation that often accumulate around them. The Crew will make sure the hydrant wrench can turn and open the hydrant effectively, digging out any obstructions to ensure the hydrant is fully functional.

Director Danziger inquired if firefighters have access to this information on laptops or phones. Engineer Rogness confirmed. President Roemer inquired about private hydrants and if those are incorporated into the database and mapping. Fire Chief Winnacker confirmed.

g. Standard of Cover

Fire Chief Winnacker provided the update. The District is continuing to work on data collection and data cleanup. He noted there were issues related to wall time and ambulance return time that had resulted in unclean data with outliers. These issues have been addressed, and the District is now collecting a clean data set. This clean data will allow for a better assessment of availability and unit time on task. Fire Chief Winnacker emphasized that this calculation is critical as it drives everything else within the standard of cover. There was no discussion by the Board.

h. Workers' Compensation Coverage

Administrative Services Director Sasser provided the update. During the last board meeting, the Board requested an agenda item for the District's workers' compensation insurance. As a result, the Executive Director of the Insurance Joint Powers Authority (JPA) is scheduled to attend the June 2024 regular meeting to deliver a presentation and address any questions from the Board. There was no discussion by the Board.

i. Upcoming Calendar and Events - (5/15/24-6/19/24)

Fire Chief Winnacker announced that the District will participate in a Fire Safety Community meeting organized by the Town of Moraga on May 30, 2024, at 6:30 p.m. at the Joaquin Moraga Middle School. Details about this community meeting will be published on the District's events calendar at <https://www.mofd.org/our-district/calendar>. District Clerk Holbrook announced the location for the June regular board meeting will be held at the Moraga Library Community Room. Then, starting in July, the City of Orinda graciously agreed to allow the District to hold the regular Board of Directors meeting in the auditorium. Special acknowledgment was given to the City for their generosity and assistance provided to the District.

President Roemer informed the Board that he would be out of the country for the June meeting and planned to attend remotely. He requested that another Director chair the meeting. Director Hasler would be next in line but will also be attending remotely. Director Hassler confirmed that he would be attending the meeting remotely and preferred not to chair the meeting. President Roemer turned to Director Jorgens as the next officer in line. Director Jorgens responded that he would likely be present in June and would chair the meeting.

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

8. PUBLIC COMMENT –ITEMS NOT ON THE AGENDA (audio 00:46:00)

The District received one written comment from Jonathan Goodwin, a Canyon resident, addressing several concerns regarding Item 9.3 discussed at the Board meeting on April 17, 2024. The public comment was forwarded to the Board of Directors and posted on the district website at www.mofd.org/agenda under the May 15, 2024, board meeting documents public comment section, and is attached to these minutes.

Mio Mendez, Associate Planner, Town of Moraga, announced that the Town is in the process of renewing its Local Hazard Mitigation plan. Mr. Mendez informed the public that the Public Comment Period to comment on the plan is currently underway. Public comments can be submitted via the Town of Moraga website at <http://www.moraga.ca.us>. The public comment period ends on May 30, 2024. Director Danziger inquired if the District was aware of and participating in this process. Fire Chief Winnacker confirmed. District Clerk Holbrook noted that she was unable to access the online timer and had started a timer manually. President Roemer stated that Mr. Mendez's comments were under the three-minute requirement.

There were no additional requests to address the Board.

9. CONSENT AGENDA (audio 00:49:10)

9.1 Meeting Minutes - April 17, 2024 (regular)

9.2 Monthly Incident Report – April 2024

9.3 Monthly Check/Voucher Register – April 2024

9.4 Monthly Financial Report– March 2024

9.5 Quarterly Investment Report - March 31, 2024

9.6 Approval of Payment to Contra Costa County Fire Protection District for Dispatching and Communications Services

9.7 Authorize the Purchase and Installation of Fire Station Alerting Systems from US Digital Designs in the amount not to exceed \$423,015.77

9.8 Long Range Financial Forecast May 2024

President Roemer Opened Public Comment. There were no requests to address the Board.

Motion by Director Jorgens and seconded by Director Danziger to approve Consent Agenda items 9.1-9.8. The motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None).

10. REGULAR AGENDA

10.1 Wildfire Insurance Update (audio 00:50:06)

Fire Chief Winnacker provided the report addressing the recent announcement by State Farm regarding the non-renewal of insurance policies in the District. He highlighted the significant impact this decision has on households and emphasized the need for the community to understand the risks associated with wildfire. The report outlined the efforts undertaken by the District to address these risks, including the Fire Code Ordinance 23-01, the Exterior Hazard Abatement Ordinance 23-03, and the Defensible Space and Exterior Perimeter Fuel Break Ordinance 23-08, as well as collaboration with technical and underwriting partners. Fire Chief Winnacker stressed the importance of meaningful fuel mitigation measures and the need for the community to transition towards a fire-adapted resilient state. He explained that due to network effect and the self-replicating feature of fire, partial fuel mitigation efforts have little impact on reducing fire risk and emphasized the necessity of comprehensive efforts, which are outlined in the staff report.

Director Jorgens inquired about the implementation of buffer zones like those in Paradise and asked whether the District has any in place. Fire Chief Winnacker answered the equivalent of buffer zones in the District includes the North Orinda Shaded Fuel Break, the Tunnel East Bay Hills Fuel Break, and collaborative work with private parcels, homeowner associations, EBMUD, East Bay Parks, UC Berkeley, and others to thicken the line at points of entry. The risk for the community primarily comes from the presence of receptive fuel beds within the community and the potential for embers to be carried by wind. The District continues to maintain buffer zones through prescribed fires. While the District has addressed the ground component effectively, the risk from ember cast remains, especially in areas like northeast Orinda, which are facing the threat of fires from surrounding open space and regional parks. Director Jorgens inquired about the need to budget for maintaining prescribed fire in these areas every three or four years. Fire Chief Winnacker answered that Staff has been making use of prescribed fire to maintain the fuel breaks.

Director Jorgens commended the information sent by the District to residents having insurance issues and suggested consolidating insurance-related information on the District's website. Fire Chief Winnacker acknowledged this and stated that the District offers inspections to homeowners. Director Jorgens inquired if the building part of the fire code needed to be updated. Fire Chief Winnacker explained that Chapter 7A, which covers ember-resistant construction standards, has already been adopted. This standard meets most of the requirements for new construction or major remodels. He noted that the creation of Zone Zero is the largest missing piece in the District's current regulations. Fire Chief Winnacker stated that combustible fences are regulated by the Building Code and cannot retroactively be banned in Zone Zero.

Director Jorgens suggested implementing stricter measures for new construction, akin to the requirements for selling houses, and gradually acclimating people to the concept of Zone Zero. Fire Chief Winnacker affirmed this possibility, explaining that the District has authority under PRC 4117 and Government Code 51182 to adopt more stringent measures to meet local conditions supported by a finding of fact. He outlined potential scenarios for implementation, including applying the measures to new construction and property transfer inspections. Fire Chief Winnacker referenced a delayed but potentially pending State requirement for Zone Zero and suggested the District could proactively establish a local ordinance establishing a non-combustible Zone Zero requirement if desired by the Board. Director Jorgens suggested imposing the regulation on new construction immediately while existing structures are grandfathered for a set period. Fire Chief Winnacker agreed, citing the removal of Juniper and Bamboo as a good example. Director Danziger shared insights from a recent meeting with the Mayor of the City of Orinda and the City Manager regarding the challenges faced by residents in obtaining fire insurance. Despite efforts to organize a town hall meeting, there has been no response from the Insurance Commissioner. Concerns were raised about the impact on property sales and property tax revenue if insurance availability remains limited. Director Danziger emphasized the urgency of addressing this issue.

Director Jorgens suggested incorporating insurance considerations into the information provided to residents. He stressed the importance of conveying the message that insurance requirements are not only about individual homes but the entire community. Director Jorgens proposed linking the fire code requirements, particularly the five-foot clearance rule, with insurance standards.

Fire Chief Winnacker explained despite efforts to engage with Firewise neighborhoods and homeowner associations (HOAs) to implement wildfire mitigation measures, there has been limited success. Fire Chief Winnacker discussed the actuarial basis for these measures and the importance of achieving participation from homeowners. He noted that until 30% of homes within a continuous block of a hundred homes or more implement the fuel mitigation requirements, there is zero value for the efforts. However, once this threshold is met, the actuarial valuation increases substantially. Despite the worsening wildfire crisis, HOAs have been hesitant to adopt these fuel mitigation measures via CC&Rs and enforce compliance within their communities. Fire Chief Winnacker reiterated the District's commitment to spreading awareness about the importance of wildfire mitigation measures.

Director Jorgens suggested informing the homeowners affected by State Farm's non-renewals that obtaining insurance might be possible if their HOA implemented wildfire mitigation measures. Fire Chief Winnacker explained that while there is interest from a non-admitted carrier in covering such risks, a standoff persists between the insurance industry and communities. The insurance industry wants assurances of the completion of meaningful fuel mitigation efforts before discussing pricing, while communities want insurance promises before investing in landscaping changes.

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

10.2 Quarter Three Financial Update and Budget Review FY2024 (audio 00)

Administrative Services Director Sasser provided the report and presentation. The presentation is attached to these minutes (item 10.2). The original budget adopted in June of 2023 projected a general fund deficit of \$633K. The updated projections through the 3rd quarter projected a surplus of \$223K. The General fund revenue is expected to exceed the budget by \$540K, mainly due to higher investment earnings following the Board's direction to invest in treasury bills. Meanwhile, the general fund expenditures are projected to be \$330K less than budgeted, with savings primarily from salaries and benefits due to personnel vacancies. The operating expenses are expected to exceed the budget by \$105K, mainly due to increased attorney fees. The Home Hardening grant program had \$260K in expenditures out of the \$500K budget, with direct reimbursements to residents totaling \$4K. The outside attorney fees are projected to exceed the budget by \$95K, with a significant portion attributed to the fuel break lawsuit. All transfers for the fiscal year have been completed, with the District's unrestricted fund balance projected to increase to \$18.3M, exceeding policy minimums and goals. Other funds listed also have projected surpluses. This report was for information only. One more financial update will be provided after the conclusion of the fiscal year.

Director Danziger asked about the increase in leave of absence usage and any underlying reasons. Fire Chief Winnacker explained that much of the increase was due to long-term injuries, which can quickly impact leave usage. Director Jorgens emphasized the importance of investigating the causes of injuries to determine if there are any processes or procedures that need to be changed to mitigate risks. Fire Chief Winnacker acknowledged this and noted that while some injuries are inherent to the job, others may be related to equipment or process issues. However, certain risks are unavoidable due to the nature of the work.

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

10.3 Authorize Two New Positions in the FY2025 Budget: Deputy Fire Chief and Office Specialist - Emergency Preparedness. (audio 01:15:15)

Fire Chief Winnacker provided information on the proposed roles and responsibilities of a Deputy Fire Chief and an Emergency Preparedness Office Specialist. The total cost of the Deputy Fire Chief position is estimated at \$494,000, while the Emergency Preparedness Office Specialist position is estimated at \$117,000. The proposal stems from the transition of the current emergency preparedness coordinator to focus primarily on prescribed fire activities due to the significant increase in prescribed fire operations within the District over the last six years. This shift in focus necessitates reallocating the emergency preparedness coordinator's duties to an office specialist. The expansion of the prescribed fire program and the value it provides in reducing wildfire fuels make it essential to have a dedicated resource for prescribed fire management. Dennis Rein, the current Emergency Preparedness Coordinator, has played a pivotal role in this program's growth but is limited by an annual 1,040-hour cap due to his status as a retired annuitant. Creating the office specialist position would allow for more efficient management

of prescribed fire activities, volunteer coordination, and other emergency preparedness tasks. This proposal is driven by the need for specialized skills to maximize the effectiveness of prescribed fire operations and address the evolving needs of the District.

Fire Chief Winnacker reviewed the second proposed position. The Deputy Fire Chief is tasked with assisting the Fire Chief in planning, organizing, and directing designated divisions within the District. The responsibilities of the Deputy Fire Chief will encompass strategic directions, operations management, personnel management, and public relations. This position is proposed in response to the District's significant expansion of activities at the local, regional, and statewide levels. These expansions include efforts related to communications, mutual aid response, and wildfire risk reduction. The District's resources alone would be insufficient to address large-scale, fast-moving fires, necessitating collaboration with surrounding agencies and regional initiatives. The District is recognized as a leader in wildfire risk reduction, but jurisdictional boundaries limit its activities. The proposed Deputy Fire Chief position aims to provide leadership in regional coordination efforts and address potential shortfalls in the capacity to sustain current and future activities.

Director Danziger asked about the responsibilities of the current Emergency Preparedness Coordinator, particularly regarding the prescribed fire management and what happens when the Coordinator is absent. Fire Chief Winnacker answered that in the absence of the Coordinator, he or the Fire Marshal will assume those responsibilities. He also highlighted the unique qualifications of the current Coordinator, who is the District's only Prescribed Burn Boss. Fire Chief Winnacker emphasized the need for a qualified individual to manage the prescribed burns due to associated risks and regulatory requirements. Director Danziger inquired if the creation of two proposed positions would also include a third position, Prescribed Fire Program Manager. Fire Chief Winnacker explained that the current position of Emergency Preparedness Coordinator would undergo a reevaluation and re-designation if the Board showed interest in creating the Prescribed Fire Program Manager position. The Emergency Preparedness Office Specialist would include working with the CERT program and the other existing volunteer programs within the District.

Director Danziger inquired about reducing the work week for civilian employees to 37.5 hours as a cost-saving measure. Fire Chief Winnacker stated the potential savings would be minimal and calculated that the savings would amount to approximately \$5K per year. He indicated that such a change had not been considered due to its limited financial impact.

Director Danziger raised concerns about the qualifications and experience required for the Deputy Fire Chief position, suggesting that the educational requirement of an associate of arts degree seemed low and proposed that a bachelor's degree should be the minimum. He also questioned whether two years of experience as a Battalion Chief was sufficient, suggesting that three to four years might be more appropriate. Additionally, he inquired about the involvement of current Battalion Chiefs in administrative responsibilities like budget management and whether they possessed the necessary experience for such tasks.

Fire Chief Winnacker explained that the job qualifications were written to ensure a competitive process to allow all three of the current Battalion Chiefs to apply. He described the current responsibilities of Battalion Chiefs, including budgeting, program oversight, and various administrative tasks such as managing, training, EMS, facilities, and operations. Fire Chief Winnacker emphasized the importance of experience and capability over formal education, citing his history degree as not directly relevant to his current role. However, Director Danziger maintained his belief that a four-year college degree would be beneficial for a position at the deputy chief level.

President Roemer opened Public Comment.

The District received one written comment from Mark DeWeese, MOFD Firefighter. Mr. DeWeese inquired about the potential impact of adding another chief-level position to the District's unfunded liability for pension costs. He questioned whether the Board was worried about creating an additional high-level pension and turnover among chief-level Staff nearing retirement. Mr. DeWeese inquired about the specific duties of the Deputy Fire Chief position, whether they would differ significantly from those already performed by Battalion Chiefs, and if the new position would generate any additional revenue to offset its \$494K cost. The public comment was forwarded to the Board of Directors and posted on the district website at www.mofd.org/agenda under the May 15, 2024, board meeting documents public comment section., and is attached to these minutes.

There were no additional requests to address the Board.

Director Danziger inquired about the authorization process for adding the proposed positions to the budget. Fire Chief Winnacker explained that while seeking authorization, he aimed to ensure the discussion was separate from other budget items due to its significance. Director Jorgens raised the point that actual approval for implementation would require separate action. Fire Chief Winnacker outlined the steps involved, including budget adoption in June, during which the Board could provide direction regarding the positions. He clarified that while the Fire Chief oversees hiring, he would consider the Board's input, including any directive to delay filing the positions. Otherwise, it is in the authority of the Fire Chief to fill those positions starting July 1, 2024. President Roemer highlighted the Board's authority to reverse or modify decisions in response to changing conditions. District Counsel Holtzman confirmed this, except for contractual matters.

Director Danziger inquired about the possibility of a Battalion Chief being promoted to the Deputy Fire Chief position and still being able to work in a lower-class role as a Battalion Chief when needed. Fire Chief Winnacker responded that it would be subject to negotiations and discussion with the Chief Officers Association through a meet and confer regarding how the Deputy Fire Chief's 40-hour exempt position would intersect with the 56-hour non-exempt Battalion Chief position. Director Danziger asked if there is presently a recruitment list for Battalion Chiefs. HR Manager Russell confirmed.

Director Jex stated that the job description was very detailed and well done for both positions. President Roemer noted the extraordinary capabilities of Dennis Rein and described him as a "value multiplier," drawing a parallel to the character Tom Sawyer, who made the task of whitewashing a fence so enjoyable that the entire community joined in to help for free. President Roemer recognized Mr. Rein's talents and expressed a strong desire to retain Mr. Rein, acknowledging his extraordinary and unique skills. Director Jorgens agreed. President Roemer asked if a motion was needed to authorize Two New Positions in the FY2025 Budget: Deputy Fire Chief and Emergency Preparedness Office Specialist. Fire Chief Winnacker responded that a motion was not required and that he had the necessary direction to proceed with budgeting the positions through the normal process.

10.4 Authorize Increase in Base Salary Range for Fuels Mitigation Specialist and Fuels Mitigation Manager Effective July 1, 2024. (audio 01:41:45)

Fire Chief Winnacker provided the report. At the April 2024 board meeting, the Directors requested an analysis regarding the proposal to increase the base salary range for the job classifications of Fuels Mitigation Manager and Fuels Mitigation Specialist in the FY 2025 budget. The total cost of this proposal is \$38,991 per year, fully burdened. This increase translates to an additional \$1.73 per hour for the Fuels Mitigation Manager and \$2.78 per hour for the Fuels Mitigation Specialist. Fire Chief Winnacker highlighted the reasons behind the proposed salary adjustments, including the expanded responsibilities and increased job duties of both positions, as well as the challenges related to retention. He emphasized that these salary increases are necessary to align salary with regional standards, address retention challenges, and enhance operational efficiency within the District. Director Jorgens inquired whether the proposed salary increases were separate from the potential raises resulting from ongoing negotiations. Fire Chief Winnacker confirmed these adjustments would not replace any annual raises determined by the Board, which would likely take effect on July 1, 2024. The recommended raises would be added on top of any future salary increases.

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

Motion by Director Jex and seconded by Director Jorgens to authorize an increase in Base Salary Range for Fuels Mitigation Specialist and Fuels Mitigation Manager Effective July 1, 2024. The motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None).

10.5 Overview of the CERT/Emergency Preparedness Program. (audio 01:46:43)

Fire Chief Winnacker provided an overview of the Community Emergency Response Team (CERT) program as requested by the Board. He explained that since 2010, the District had sponsored the CERT program, with the City of Lafayette contributing \$18K per year until 2022. The City stopped making cash contributions and instead provided access to in-kind technical services through John Cornell, Emergency Services Coordinator for the City of Lafayette. Examples of the in-kind services included the installation of backup Wi-Fi networks, wildfire-detecting cameras, use of Starlink internet base stations, fixed-wing drone support, incident communication support, and evacuation exercise planning support. The District funds the CERT program with a direct annual budget allocation of \$8K as well as staff time from the Emergency Preparedness Coordinator, Fire Marshal, Fire Chief, and Fire Suppression personnel. Volunteers contribute significant hours, with an estimated value of \$44,583 using the FY 23/24 federal volunteer rate. CERT activities include basic training sessions for new members, monthly update

meetings, and supporting community events. Director Danziger acknowledged that the response provided addressed his inquiries.

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

10.6 Adopt the Proposed Annual Operating Budget Fiscal Year 2025 as the Preliminary Budget or Provide Additional Board Direction. (audio 01:26:31)

Administrative Services Director Sasser presented the proposed budget. At the April 17, 2024, Board meeting, the budget was discussed, and the Board and the public had the opportunity to provide input and direction. Staff presented the proposed budget for additional public input and additional Board direction. Staff recommended that the Board adopt the preliminary budget for the fiscal year 2025. The final budget is scheduled for adoption at the June board meeting. The latest date the Board can adopt the budget is October 2024.

ASD Sasser began by reviewing the changes that the Board directed at the April 17, 2024, meeting. The following changes were incorporated into the draft Budget:

1. Decrease strike team revenue and overtime expenditures. Staff analyzed the last six years of strike team revenue and expenditures and decreased to FY2024 amounts (General Fund revenue \$600K, overtime expenditures \$400K, net surplus \$200K.)
2. Change the budget for salaries and benefits to budget for filled positions only instead of authorized positions. As of May 1, 2024, there are 53 filled Safety positions and four firefighter paramedic vacancies.
3. Budget overtime based on current staffing levels and projections (4 vacancies and six employees off work on worker's compensation as of May 1, 2024.)
4. Decrease investment earnings to project interest rates on US Treasury bills to decrease from 5% to 4% using projected investment balances. (Investment earnings projected to decrease from \$819K to \$660K.)
5. Increase transfer out of the General Fund into the Capital Projects Fund to include depreciation for fire stations, vehicles, and equipment that will need to be replaced beyond the next ten-year replacement period. (The transfer increased from \$3M to \$3,863,757.)
6. Add \$5K for the Station 42 fire-resistant landscaping project.

ASD Sasser provided an overview of the General Fund. The General Fund revenue is \$36.7M, General Fund expenditures equal \$33.2M, and a transfer out of the General Fund into the Capital Projects Fund of \$3.9M for future construction projects and asset replacement. Of note, this includes an additional \$900K as a result of depreciation calculations of durable assets with ten years or greater remaining service life. The calculations include fire stations, vehicles, and equipment. The General Fund Budget has a deficit of \$316K.

ASD Sasser outlined the discretionary/continuation of effort expenditures totaling \$7.6M and drew the Board's attention to the Emergency Preparedness Budget, totaling \$212K. The Emergency Preparedness budget includes the current 1,040-hour Retired Annuitant Emergency Preparedness Coordinator (\$98K salary + \$54K OES reimbursed strike team overtime) and CERT (\$8,000). Furthermore, the projections show a decrease in salaries and benefits. Each manager subsequently presented their department budgets.

Battalion Chief Lambert presented the budgets for Operations, Communications, and Apparatus. Apart from salaries and benefits, the Operations budget (\$385,950) includes a review of the latest product development for personal protective equipment, establishing a GIS succession plan, and updating pre-incident plan maps to target hazards throughout the District. The Communications budget (\$433,750) includes Replacing/upgrading iOS devices per district replacement schedule, updating apparatus modems, and purchasing BK portable radios for additional mutual aid personnel. Lastly, the Apparatus budget (\$482,000) is expected to increase primarily due to rising labor costs and replacement parts for vehicle repairs and maintenance. Goals include providing prompt, preventative maintenance to reduce future major repairs/apparatus replacement, refining the apparatus maintenance program to create efficiency with program managers and outside vendors, and acquiring and updating two cabs and chassis for frontline ambulance remounts. Battalion Chief Lambert also addressed Director Danziger's query from the previous meeting regarding ventilation fans in the capital budget. These fans, carried on apparatus, are being upgraded to electric fans that do not produce combustion by-products.

Fire Chief Winnacker reviewed the EMS and Support Services Budgets. The EMS budget (\$245,000) includes updating the ePCR program, implementing local Optional Scope of Practice, and Evaluating and updating the Paramedic evaluation process. The Support Services budget (\$396,720) includes station

upgrades and required maintenance. Goals include providing administrative support for long-range facilities projects, updating station equipment and furnishings, and improving station security. Director Jex inquired about the Station 45 remodel as he had anticipated the cost to be between \$1.0M-\$1.5M. In response, ASD Sasser explained that the remodeling project is part of the Capital Projects Budget, which will be addressed in a subsequent slide. Fire Chief Winnacker added that the exact cost of the remodel is currently unknown. Director Jorgens commented that the projected \$3M expenditure seems excessively high given the expected scope of work. Fire Chief Winnacker agreed and explained that the project is still in its early stages. Decisions about scope and cost will be made once the architect is hired through the RFP process. The Board will have an opportunity to provide input. The project's expenditures would not occur within the current fiscal year.

Fire Chief Winnacker highlighted several updates and improvements in the training budget (\$196,500). First, there is a reduction in training costs due to a decrease in the number of recruits being hired. Efforts continue to encourage personnel to register for both fire service-specific training and general education courses for firefighters pursuing degrees. Notably, the District has transformed shipping containers behind Station 41 into a more functional training environment, incorporating doors and props. A mobile fire hydrant has been developed, offering flexibility in training scenarios by allowing the hydrant's placement to be adjusted dynamically, enhancing training opportunities and realism.

Fire Marshal Isaacs reviewed the Fire Prevention budget (\$1,741,529). Goals include seeking a software upgrade for plan reviews to enhance efficiency, conducting a fee study for fire prevention fees, and administering and expanding the home hardening grant program. Additionally, due to increased usage, the budget related to equipment maintenance, particularly for the chipper, has increased. The discussion also touched upon the implementation of body cameras (pending board direction), with further details being worked out in response to previous board inquiries.

Director Jorgens inquired about the functionality of the new plan review software tools in analyzing paper submissions and whether they are AI-driven. Fire Marshal Isaacs clarified that the software is not AI-driven but rather a computer program that allows for electronic submission and review of the plans. He explained that the software enables the team to measure, add comments, and reference the fire code directly within the plans, streamlining the review process and enhancing service delivery. Fire Chief Winnacker highlighted the benefits of electronic submission, including the elimination of physical storage space needed for large paper plans, which has been particularly advantageous given space constraints within the department.

Emergency Preparedness Coordinator Rein reviewed the Emergency Preparedness budget (\$328,544), which includes recruiting and training new members for the communication support unit to achieve full staffing of 25, innovating and supporting the establishment of redundant emergency communications across Orinda, Moraga, and Lamorinda, and facilitating Lamorinda evacuation planning as a team lead in collaboration with John Cornell from the Lafayette Police Department. He noted that the significant increase in the budget is primarily attributed to the potential addition of an office specialist position, while other expenses remain relatively unchanged.

Finance Manager Mary Smith reviewed the Finance budget (\$1,786,492), noting that it remains relatively consistent with a slight decrease in salaries, benefits, services, and supplies. The reduction in services and supplies is attributed to a decrease in the labor negotiation budget due to planned completion of ongoing negotiations in fiscal year 2025. The goals for the fiscal year include diversifying the investment portfolio, completing a fee study, implementing an electronic document system, managing the financial aspects of all grants, and optimizing technology for hybrid board meetings.

HR Manager Russell reviewed the Human Resources budget (\$4,313,922), highlighting that most aspects remain consistent except for an increase in the services section. The increase is attributed to an upcoming benefits review, which is overdue as it has not been conducted for over ten years. Goals include completing labor negotiations, implementing two new memorandums of understanding (MOUs) for the bargaining units, updating the unrepresented employee handbook, revising job descriptions to align with current responsibilities, conducting the benefits review, and organizing a promotional Battalion Chief recruitment.

Director Danziger inquired about the potential expiration of the list of promotions for Battalion Chiefs. HR Manager Russell explained that the Battalion Chief position is scheduled for December of this year based on the career development guide. Fire Chief Winnacker added that promotional opportunities follow a two-year cycle, ensuring all eligible individuals have an equitable chance to compete for positions, regardless of whether the existing list has been cleared.

ASD Sasser reviewed the Information Technology budget (\$524,058). Increases are primarily due to necessary software expenses, including new ePCR software, plan review software, and a full year of Office 365. Additionally, there are plans to update the Cyber Incident Response plan. Fire Chief Winnacker discussed the importance of cybersecurity, highlighting efforts to assess system vulnerabilities through collaboration with external entities regularly. He emphasized the dynamic nature of cybersecurity threats, noting that even smaller agencies have been targeted, necessitating proactive measures to stay ahead of potential attacks. Director Jex commended ASD Sasser's proactive approach to cybersecurity and mentioned that the Audit Committee discussed cybersecurity concerns.

ASD Sasser continued to present the Capital Projects Expenditures Projects Fund, detailing allocations for the station 45 remodel project (\$3,000,000), the purchase of two Ambulances (\$330,000), a Fire Chief Vehicle (\$75,000), and a Ventilation Fan (\$7,000). Director Danziger requested clarification on the ambulances and asked if they were additions to the existing fleet. Fire Chief Winnacker answered that the ambulances would be replacing the current vehicles due to the aging of these ambulances. Director Jorgens noted the \$3M earmarked for the remodel, and it serves as a general allocation for Capital Projects. Fire Chief Winnacker confirmed the ability to reallocate any surplus funds to future construction projects. He talked about the Station 41 project and reservations about not being able to accommodate the administrative office due to spatial constraints. The administrative offices will likely require being relocated to a separate site. Fire Chief Winnacker emphasized the need for future decisions to consider alternative options for administrative facilities.

ASD Sasser presented the final graph illustrating reserves since 2021. Based on the proposed budget, total reserves will increase by 2025. General fund reserves would decrease by \$316K, capital projects fund reserves would increase by \$1.3M, and pension and OPEB trust funds would increase due to annual contributions and investment earnings. The specific amount of the Pension and OPEB Trusts Funds was not provided. ASD Sasser concluded the presentation by seeking board direction regarding the proposed budget.

Director Danziger asked whether the purchase and installation of fire station alerting systems, approved under the consent calendar, was from the current budget or the following year's budget. Fire Chief Winnacker answered the current year's (FY23-24) budget. Director Danziger inquired about the use of body cameras in the fire service, particularly regarding policies and procedures associated with them. Fire Chief Winnacker explained the benefits of body cameras in situations where inspectors are accused of misconduct or when there are disputes about the conditions observed during inspections. Individuals would be informed when Staff are using body cameras, and obtaining consent procedures would be followed.

President Roemer questioned the need for obtaining consent, suggesting that in open areas, there are no expectations of privacy. Fire Chief Winnacker clarified that when inspecting the backyard or side yard, individuals have an expectation of privacy, and consent procedures are required. President Roemer raised concerns about people refusing consent. Fire Chief Winnacker assured that inspections would continue the inspections, with the camera turned off if consent was not obtained. Director Jorgens expressed concerns about potential changes in public perception of the fire department due to the use of body cameras.

Fire Chief Winnacker stated that situations where inspections are met with accusations of misconduct or false claims are problematic and consume a significant amount of time and effort to address. Director Jorgens expressed concerns about potential changes in public perception due to the use of body cameras, suggesting that informing individuals of the recording might create a negative dynamic. President Roemer proposed creating consent forms and training personnel on how to present them in a way that emphasizes efficiency and minimizes concerns. Director Jorgens worried that informing individuals of the recording might lead to a breakdown in interactions with the fire department. Fire Chief Winnacker acknowledged these concerns and emphasized the need to find a solution that doesn't negatively impact most interactions. President Roemer expressed support for trying the use of body cameras, recognizing the need to adapt if the disadvantages outweigh the benefits.

District Counsel Holtzman pointed out that the line item for body cameras is \$10K and implementing the program and developing policies and procedures would require additional consideration. Therefore, he suggested bringing the item back as a separate item for further discussion and decision-making to avoid tying up the entire budget process over a relatively small amount.

Fire Chief Winnacker stated it would be beneficial to understand the Board's interest in implementing body cameras before Staff invest time and effort into developing the proposal. He emphasized that while

the initial cost may be relatively small, the task of building out policies and procedures would require significant effort. Fire Chief Winnacker requested board direction on whether they would like to proceed with exploring this technology further.

Director Danziger asked if other fire departments or districts have utilized body cameras. Fire Chief Winnacker stated that the Staff has not yet inquired about the use of body cameras in other fire districts.

President Roemer emphasized the evolution of the use of body cameras within the police community, noting its transition to widespread acceptance. President Roemer supported trying out the use of body cameras. Director Jorgens pointed out the inherent controversy when interacting with the police.

Director Jex expressed support for the use of body cameras, citing increased involvement in mitigation efforts. Director Jex suggested that some fire districts may not be as proactive in abatement activities. He emphasized the need for protection for the District itself, especially in the face of potential litigation issues. Director Danziger expressed ambivalence about the use of body cameras and emphasized the need for more information before forming a solid opinion. He indicated a willingness to consider the proposal further but stressed the importance of acquiring additional details before proceeding, particularly regarding the purchase of body cameras.

Director Jorgens suggested a preliminary approach to testing the concept, proposing the use of an iPhone as a makeshift body camera. He emphasized the idea's experimental nature and simplicity, suggesting a direct and informal approach to gauge its effectiveness. Director Jorgens elaborated on the purpose behind the proposed iPhone experiment, emphasizing its utility in gauging public reaction. By observing how individuals respond to the presence of a recording device, Staff can gather feedback without committing to a hardware purchase.

Fire Chief Winnacker suggested initiating a trial using existing hardware, such as an iPhone, to gather feedback and assess feasibility. The results of this trial, along with a staff report incorporating best practices from law enforcement, would be presented to the Board for review for a more detailed recommendation that could be formulated for future implementation. Directors Danziger and Jorgens agreed.

Director Danziger inquired about the GIS mapping budget. Fire Chief Winnacker explained that two members were previously equipped with specialized laptops and received district-sponsored training to join a federal incident management team. However, one member retired, leaving them with one active member and aging laptops. The proposal is to refresh the hardware and sponsor two additional members who have shown interest in GIS mapping. These individuals would undergo training to expand the team's capacity to meet the high demand for GIS services. The goal is to have one GIS member per shift.

Director Danziger inquired about the Home Hardening Grant program, stating that the previously approved budget of \$500K might not be fully utilized by the end of the fiscal year, with an anticipated surplus of around \$200K to \$294K, and asked if an adjustment needed to be made on available funds. Fire Chief Winnacker clarified that the allocated budget of \$500K for the Home Hardening Grant program was carried forward based on previous board direction and authorization. He explained that any remaining funds at the end of the fiscal year do not roll over into the next fiscal year.

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

Director Jorgens inquired about the requirement of adopting the preliminary budget. Fire Chief Winnacker answered that previous terminology used by the Board, such as "first reading," was adjusted based on legal Counsel's advice to align with state law requirements. ASD Sasser confirmed that the District needs to adopt a preliminary budget before it can adopt a final budget.

Director Jorgens inquired why the salary increases were not in the budget. Director Jex explained that the initial budget approved is based on the information presented, with adjustments made later to amend the budget. ASD Sasser recommended the Board adopt the preliminary budget. Once the Board approves the MOU, a budget adjustment will be presented. Director Jorgens inquired whether a supermajority vote was required to approve a budget adjustment. ASD Sasser answered no. President Roemer asked Staff to research that question for next time and recommended proceeding with voting on the preliminary budget.

Motion by Director Jex and seconded by Director Roemer to adopt the preliminary proposed Annual Operating Budget Fiscal Year 2025 as the Preliminary Budget or Provide Additional Board Direction. The motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None).

10.7 East Bay Wildfire Prevention Coordinating Group. (audio 02:48:30)

Fire Chief Winnacker provided the report. A director requested an agenda item to discuss the East Bay Hills Wildfire Prevention Group's MOU, and an email received from Jon Kaufman, co-chair of the Citizens Committee of the Wildfire Prevention Group, attached to the staff report. The Wildfire Prevention Coordinating Group (WPCG) held a meeting on April 30, 2024. The agenda included a document outlining potential future activities of the group, particularly regarding grant writing in support of regional risk reduction activities. Notable agencies with relevant grant writing expertise were identified, including Berkeley Diablo Fire Safe, East Bay Regional Park District, and Hills Emergency Forum. The report also included a discussion of the adoption of the California Fire Code amendments and standardized exterior hazard reduction ordinances. Led by MOFD Fire Marshal Jeff Isaacs standardized fire code amendments were adopted by all agencies in Contra Costa County except San Ramon. These standardized amendments were provided to Alameda County agencies by the Contra Costa County Fire Chiefs Association; however, they were not adopted. MOFD's Defensible Space and Fuel Break ordinances were also provided as a model. The WPCG meeting was not recorded, and the status of the minutes is unknown. Fire Chief Winnacker concluded the report by inviting any directors who may have attended the WPCG meeting to provide updates. Fire Chief Winnacker requested board direction.

Director Danziger added the agenda item was requested because of emails received from Mr. Kaufman. Despite not being able to attend the meeting, Director Danziger exchanged emails with Mr. Kaufman, who mentioned that the WPCG meeting minutes would be published soon. Director Danziger shared that several jurisdictions (Alameda and Contra Costa County, Berkeley, El Cerrito, Oakland, Pinole, Richmond, and Rodeo Hercules) have already approved the MOU. Kensington was set to ratify it that evening. He highlighted that there is presently no fee for joining the group, and jurisdictions can opt out at any time; however, a fee will likely be charged in the future to cover expenses. Director Danziger supported the idea of collaboration between the groups on strategies and policies, aiming for consistent fire codes and partnerships through grants and planning processes. Director Danziger favored approving the MOU. He mentioned the requirement for electing a board member and an alternate to represent the District within the group.

Director Jorgens expressed appreciation for the idea of coordination but raised concerns about the potential impact on staff time. He voiced skepticism based on the group's track record of seemingly disregarding provided ordinances and codes, questioning the effectiveness of having a board member on their Board. Director Jorgens suggested that fire chiefs should be involved in the decision-making process, as opposed to board members who may lack the necessary expertise.

Director Danziger pointed out that Fire Chief Winnacker is still listed on the group's website. Fire Chief Winnacker responded he had sent several emails to have that removed. He had not attended events since the attempt to expand the Hills Emergency Forum was unsuccessful. Questions posed regarding funding and sustainability of the group were not answered by the facilitator and Fire Chief Winnacker expressed concern about the group's ability to sustain itself moving forward, especially given the uncertainty of future funding streams. President Roemer was not in favor of this and agreed with Director Jorgen's concerns about staff time.

Director Jorgens inquired about the existence of parallel organizations that already engage in similar activities. Fire Chief Winnacker confirmed that several organizations exist, including the Hills Emergency Forum, the Diablo Fire Safe Council, the County Fire Chiefs Association, the Alameda County Fire Chiefs Association, and the California Fire Chiefs Association, all of which have overlapping purposes. He noted that the District is a dues-paying member of the Hills Emergency Forum.

Fire Chief Winnacker stated that it might be prudent to wait and observe how the organization develops. He suggested that once the structure, funding, and resource allocation of the group become clearer, the Board could then make a more informed decision about potential benefits and costs. He also proposed the possibility of reassessing membership in the Hills Emergency Forum at that time, considering the significant overlap between the two organizations and the potential for more efficient resource allocation.

President Roemer opened Public Comment.

Jon Kaufman, co-chair of the Citizens Committee, East Bay Hills Wildfire Prevention Group, attended to answer any questions and provide an update on the first meeting. Decisions included the election of a chair and vice chair. The due structure is likely to be based on population, and the amount will depend on the budget that the group determines. A number of Fire Chiefs were in attendance. The next meeting is scheduled for July, and interested parties are encouraged to attend.

There were no additional requests to address the Board.

Director Danziger expressed interest in attending the upcoming meeting of the East Bay Hills Wildfire Prevention Group.

Item out of Order--Fire Chief Winnacker presented (attached to these minutes) a detailed summary of a post-fire reconstruction trip to Botania, Chile, with Cal Chiefs. The community of Botania survived a devastating fire that killed over a hundred people and destroyed 14,000 structures over two days and faced conditions like those of a Diablo Wind event—the trip aimed to investigate the factors contributing to its resilience. During the visit, it was observed that the fire transitioned from wind-driven to terrain-driven as it approached the community. The residents had cleared approximately 30 feet of non-combustible space around their homes, mitigating fire intensity and spread. Their efforts, along with the presence of non-combustible walls and the timely use of backpack pumps, prevented widespread destruction. The presentation highlighted specific instances where mitigated space and defensive measures prevented fire spread, emphasizing the importance of community preparedness and proactive mitigation efforts.

Further study is recommended to understand the effectiveness of non-combustible fences in deflecting fire impacts. The presentation concluded with plans for future collaboration with Chilean partners on fire research, leveraging the opposite fire season to exchange knowledge and improve firefighting techniques. Overall, the trip provided valuable insights and identified areas for future study, contributing to wildfire resiliency efforts.

11. COMMITTEE REPORTS (audio 2:2:12)

11.1 Standing Audit Committee (Directors Jex & Hasler). No report.

11.2 Ad Hoc Committee Joint Fire Prevention w/City of Orinda (Directors Jorgens & Roemer). The next meeting is scheduled for May 22, 2024

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

12. REQUESTS FOR ITEMS ON FUTURE AGENDAS (audio 03:15:11)

None.

For the good of the order, Fire Chief Winnacker stated that Staff had an announcement. Emergency Preparedness Coordinator Rein updated the grant received from the California Coastal Conservancy two years ago for improvements at the Painted Rock Open Space in Moraga. The grant was utilized to rebuild the fence in collaboration with the John Muir Land Trust, install a water system, and create corrals. The good news is that tomorrow morning, at 8:00 a.m., a local rancher will be moving 40 head of yearling heifers into the property. Emergency Preparedness Coordinator Rein extended an invitation to interested board members to join him at the top of Bella Vista at 8:00 a.m. to witness the event and engage in fire prevention efforts.

At 10:18 p.m., the Board adjourned into Closed Session.

At approximately 11:15 p.m., the Board adjourned the Closed Session.

There was no reportable action regarding Items 3.1-3.6.

13. ADJOURNMENT

At 11:15 p.m., Director Jorgens motioned and seconded by Director Roemer to adjourn the meeting. The motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None)

/s/ Marcia Holbrook
District Secretary/District Clerk

For an audio recording of this and other Board meetings, please visit the MOFD District Board Meeting at www.mofd.org/agendas.

From: [Winnacker, David](#)
Cc: [Sasser, Gloriann](#); [Holbrook, Marcia](#); [Isaacs, Jeff](#); [Lambert, Lucas](#)
Subject: FW: Subject: Request for Assistance with Insurance Issues RE: Subject: Request for Confirmation of Fire Safety Measures and Accessibility
Date: Wednesday, May 15, 2024 10:34:56 AM
Attachments: [image004.png](#)
[image005.png](#)

Directors,
Please see below for correspondence received regarding insurance and our response.

Respectfully,

Dave Winnacker
Fire Chief
Moraga-Orinda Fire District



From: Winnacker, David
Sent: Wednesday, May 15, 2024 10:33 AM
To: EduardoALazo <[REDACTED]> Hicks, Shannon <[REDACTED]>
Cc: Isaacs, Jeff <[REDACTED]> Rein, Dennis <[REDACTED]> Graham, Gorden <[REDACTED]>
Subject: RE: Subject: Request for Assistance with Insurance Issues RE: Subject: Request for Confirmation of Fire Safety Measures and Accessibility

Eduardo,
MOFD is able to provide verification of compliance with our exterior hazard abatement ordinances upon request. The standards for defensible space within 100' of a structure are included in [Ordinance 23-03](#) and those for perimeter fuel breaks (where required) are included in [Ordinance 23-08](#). We appear to have only inspected your parcel for compliance with our Juniper Ban within 10' of a road and have no record of compliance with these ordinances. If your parcel is compliant, please let us know and we will send out an inspector or you can use the self-report function available [here](#): If you are not sure and would like more information beyond what is provided in the links above, please request a Fire Adapted Community Ambassador assessment using this [link](#):

With regard to community risk reduction measures, MOFD's Community Wildfire Protection Plan (CWPP) is the appropriate reference and is available [here](#):

MOFD has also been recognized by the State of California as a [Fire Risk Reduction Community](#).

Many neighborhoods within MOFD have organized under the FireWise USA program with a map available [here](#):

A \$4.25M perimeter fuel break was completed in North Orinda in 2019, with details available [here](#):

A \$6.33M perimeter fuel break is under construction in West Orinda and South/East Moraga. An announcement of the project is [here](#):

MOFD has also undertaken a multiyear fuel reduction program with the results displayed [here](#): and continues to operate a [community chipping program](#).

Thank you,

Dave Winnacker
Fire Chief
Moraga-Orinda Fire District



From: EduardoALazo <[REDACTED]>
Sent: Wednesday, May 15, 2024 8:56 AM
To: Hicks, Shannon <[REDACTED]> Winnacker, David <dwinacker@mofd.org>
Cc: Isaacs, Jeff <[REDACTED]>
Subject: Subject: Request for Assistance with Insurance Issues RE: Subject: Request for Confirmation of Fire Safety Measures and Accessibility

Subject: Request for Assistance with Insurance Issues

Dear Shannon Hicks, Chief David Winnacker, and Mr. Jeff Isaacs,

We hope this message finds you well. We are writing to express our sincere gratitude for the information and support you have provided thus far regarding our efforts to mitigate fire risks on our property at [REDACTED] Thorndale Place, Moraga, CA. Your guidance has been invaluable, and we appreciate your ongoing dedication to the safety and well-being of our community.

We are currently facing a significant challenge with our homeowners insurance provider, Farmers Insurance. Despite our long-standing relationship of nearly 48 years and the extensive fire mitigation measures we have implemented, Farmers Insurance has decided not to renew our policy. This decision has been made without providing substantial proof or detailed documentation to justify their claims, and it is causing us considerable distress and financial burden.

****Request for Assistance:****

Given your department's expertise and the critical role you play in fire safety and prevention, we are reaching out to seek any additional assistance or support you can offer in our situation. Specifically, we would greatly appreciate:

1. ****Official Statements or Documentation:**** Any formal statements or documentation from your department that verify the current fire safety measures we have in place and the overall fire safety of our property. This could help us in our appeals and communications with Farmers Insurance.
2. ****Community Support Initiatives:**** Information about any community initiatives or support programs that could assist homeowners like us who are struggling with insurance issues. This could include guidance on forming FireWise neighborhoods or other recognized programs that might influence insurance companies' decisions.
3. ****Advocacy and Liaison Support:**** Any possibility of your department acting as an advocate or liaison on behalf of affected homeowners in our community when dealing with insurance companies. This could involve facilitating meetings or providing expert testimony on fire safety standards and practices in our area.

****Background of Our Issue:****

Farmers Insurance has assigned our property a Wildfire Risk Score that we believe is inaccurate and not reflective of the safety measures we have implemented. Despite our repeated requests, they have failed to provide detailed proof of their claims. Additionally, we have observed that some of our neighbors, with similar or higher risk profiles, have had their policies renewed, while ours has not. This inconsistency is causing us great concern and raises questions about the fairness and transparency of their decision-making process.

The cost of securing alternative insurance coverage has skyrocketed, with some policies costing as much as 800% more than what we previously paid. This financial strain is untenable for us and many others in our community facing similar issues.

****Conclusion:****

We understand that we are not alone in this battle and that many homeowners in our area are facing similar challenges. Any assistance or support your department can provide would be immensely valuable in helping us navigate this difficult situation and advocate for fair treatment from our insurance provider.

Thank you once again for your dedication and support. We look forward to any guidance or assistance you can offer.

Respectfully,

Eduardo Lazo & Kukhi Lazo

On 4/29/2024 4:18:54 PM, Hicks, Shannon <[REDACTED]> wrote:

Hello Mr. Lazo,

Please see the attached Stations and Facilities Information which may be helpful to include with your response.

Thank you,

Shannon Hicks

Shannon Hicks

Office Specialist Fire Prevention
Moraga-Orinda Fire Protection District
1280 Moraga Way | Moraga, CA 94556
www.mofd.org | 925-258-4599

From: Winnacker, David <dwinnacker@mofd.org>

Sent: Monday, April 29, 2024 4:03 PM

To: [REDACTED]

Cc: Isaacs, Jeff <[REDACTED]> Hicks, Shannon <[REDACTED]>

Subject: RE: Subject: Request for Confirmation of Fire Safety Measures and Accessibility

Mr. Lazo,

Thank you for contacting the Fire District. MOFD maintains an ISO classification rating of 2 (1 is the highest). A news article from the time this rating was announced is available [here](#) and the full Standards of Cover report is available [here](#). MOFD units respond from five strategically placed fire stations, three of which are near your home. Station locations and equipment details are outlined [here](#). As outlined in the SOC, MOFD's response times to your neighborhood and throughout all but the most outlying areas of the district are well below NFPA standards.

With regard to vehicular access, your street appears to be 28' wide with parking allowed on both curbs by the Town of Moraga. Under the fire code, a 28' street can only allow parking on one side in order to maintain fire apparatus access. I don't know if this is being factored into the insurance company decision, but is worth noting.

While it exceeds the standards MOFD has been authorized to enforce, the IBHS Wildfire Prepared Home program is recognized by many insurers and may be of help in your situation. More program information is available [here](#) and a resident checklist is available [here](#).

If you have not done so already, forming a FireWise neighborhood is also

recognized for insurance discounts by a number of carriers. More information is available [here](#).

Thank you,

Dave Winnacker
Fire Chief
Moraga-Orinda Fire District

From: EduardoALazo <[REDACTED]>
Sent: Monday, April 22, 2024 5:43 PM
To: Isaacs, Jeff <[REDACTED]>
Cc: Moraga Orinda Fire District <moragaorindafdca@user.govoutreach.com>
Subject: Subject: Request for Confirmation of Fire Safety Measures and Accessibility

Dear Mr. Jeff Isaacs,

I hope this message finds you well. I am writing to you in your capacity as a representative of the Moraga-Orinda Fire Department regarding a recent and concerning development about our property located at [REDACTED] Thorndale Place, Moraga, CA 94556.

Last year, following your visit and the recommendations provided by your department, we undertook several fire prevention measures to enhance the safety of our home. We diligently complied with all the suggested actions and even went beyond the requirements by addressing additional recommendations that were not mandatory but were advised for increased protection. This included the removal of over 25 pine trees from our property, an undertaking that was both costly and significant in scope.

Despite these efforts, we were recently informed by our insurance provider, Farmers Insurance, that our policy would not be renewed. One of the reasons cited for this decision is allegedly due to the purported inability of firefighting vehicles and equipment to reach our home effectively due to "extremely narrow roads." This was surprising to hear, as it directly contradicts our understanding of the accessibility of our home and the infrastructure in place.

Furthermore, the insurance agent mentioned concerns about the response times of local fire stations, despite there being five fire stations located within minutes of our property, which you are undoubtedly familiar with. These stations are all equipped with the necessary apparatus to handle emergencies efficiently and effectively.

In light of this situation, I kindly request any documentation or confirmation you can provide that attests to the accessibility of our home for emergency services and the readiness and capabilities of the local fire response teams. Any additional recommendations you might have that could further enhance

our fire safety measures would also be greatly appreciated.

This information will be invaluable in our efforts to contest the non-renewal of our insurance policy and to demonstrate the proactive steps we have taken to mitigate fire risks. It is disheartening to think that our significant investment in fire safety might be overlooked or undervalued by our insurer.

Thank you very much for your attention to this matter and for any assistance you can provide. We are committed to maintaining the highest standards of safety for our home and rely on your expert guidance to achieve this.

Respectfully,

Eduardo Lazo

On 2/26/2024 3:12:05 PM, Moraga Orinda Fire District
<moragaorindafdca@user.govoutreach.com> wrote:

---If replying by email, enter your reply above this line---

Dear Eduardo,

We appreciate the opportunity to assist you and assure you a positive experience with us.

Below is a confirmation of your submittal. It will be addressed as soon as possible.

The Problem you submitted was:

Request type: Weed Abatement - Self Compliance

Request number: 5563

Location: ■ Thorndale Place

Description: Subject: Compliance with Pre-Citation Notification and Submission of Records

Dear Jeff Isaacs,

Thank you for your correspondence dated February 2, 2024, regarding the pre-citation notification for Case Number 24...0432. We wish to confirm that we have received the notification and have taken the necessary steps to address the violations identified during the inspection conducted by MOFO on February 1, 2024.

In compliance with the order outlined in your letter, we have promptly removed all junipers and bamboo within 10 feet of the roadway, as per Code Section 23.03. We have also ensured that the corrective actions

specified in the notification have been diligently carried out, including the management of vegetation to limit fire intensity and the removal of hazardous vegetation.

To substantiate our compliance efforts, we have attached several photos documenting the abatement of the fire hazard as requested. These photos provide a visual record of the work undertaken to rectify the violations within the stipulated timeframe.

Furthermore, we have followed the instructions provided for reporting self-compliance, including the submission of records via www.mofd.org/self-compliance. We have attached proof of submission for your reference and records.

We appreciate your diligence in ensuring fire safety within our community and assure you of our commitment to continued compliance with relevant regulations and standards.

Thank you for your attention to this matter. Should you require any further information or documentation, please do not hesitate to contact us.

Sincerely,

Eduardo Lazo & Kukhi Lazo



All communications regarding request #5563 MUST be submitted through the link provided below.

DO NOT start a new request when communicating regarding this request or it could cause a delay in response time. To add additional or updated information please click on the link below.

Thank you,
Jeff Isaacs, Fire Marshal



1



2



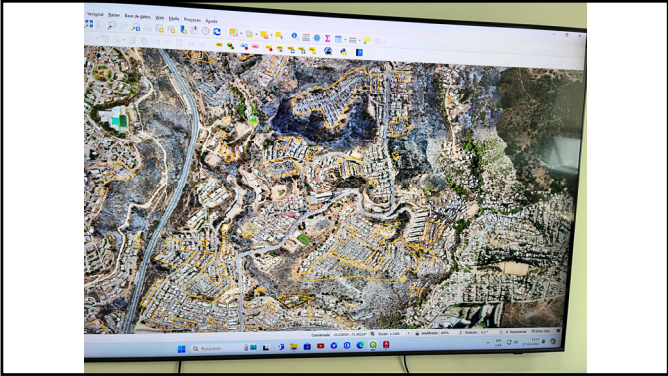
3



4



5



6

19 abril
9:00 h

Sala Terraza
Edificio del Instituto de Estudios
Urbanos y Territoriales UC
El Comendador 1916, Providencia

SIMPOSIO
**Aprendizajes y desafíos
en gestión de riesgo de
incendios forestales**



INVITADOS INTERNACIONALES

Frank Frievolt | Director, Wildland-Urban Interface FIRE
Institute, California Polytechnic State University, San Luis Obispo

Margot McDonald | Professor, College of Architecture and
Environmental Design

Andy Anderson | WUI FIRE Institute Advisory Council
representative

Dave Winnacker | Executive Board Member, California Fire
Chiefs Association and Western Fire Chiefs Association

Roberto Moris | Académico IEUT-ARQ Investigador GENURBIS

Horacio Gilabert | Académico UC, Centro Cambio Global





Moraga-Orinda Fire District
Board of Directors

Finance Report
May 15, 2024

1

Strike Team Reimbursement - OES

- Strike Team Receivable Update:

	Estimated
	<u>2023-2024</u>
OES Strike Team Receivable	\$652,284
OES Payments Received	<u>\$632,450</u>
Net Receivable Outstanding	\$ 19,834

2

Tunnel East Bay Hills - Financial Update

- Tunnel East Bay Hills Financial Update:

Project Budget	\$6,380,563
Invoiced to Cal Fire through 12/31/23	\$2,104,192
Payments Received from Cal Fire	<u>\$2,104,192</u>
Outstanding Receivable – 4Q23 Invoice	\$ 0
1Q24 Invoice	<u>\$ 191,532</u>
Total Expenses Outstanding	\$ 191,532

- Payment received for 4Q23 on 5/9/24
- Invoice for 1Q24 was submitted to Cal Fire on 4/30/24

3

Treasury Bill Update:

- The District now has \$30,680,000 invested in Treasury Bills
- Treasury bill maturity:
 - \$1.3 million matures 5/23/24 @ 5.371%
 - \$1.0 million matures 5/23/24 @ 5.404%
 - \$2.0 million matures 5/30/24 @ 5.38%
 - \$12.4 million matures 6/13/24 @ 5.307%
 - \$2.0 million matures 6/27/24 @ 5.37%
 - \$1.0 million matures 7/2/24 @ 5.326%
 - \$8,165,000 matures 7/18/24 @ 5.39%
 - \$2,815,000 matures 10/3/24 @ 5.346%
- Staff will project cash flows to determine amount of reinvestment available when treasury bills mature

4



Moraga-Orinda Fire District Board of Directors

Human Resources Update – May 15, 2024

RECRUITMENT UPDATE

- Firefighter Paramedic Trainee

EMPLOYMENT CHANGES

- Employee Separation – Firefighter Paramedic Trainee



Moraga-Orinda Fire District

Board of Directors

Juniper and Bamboo Enforcement Counts

For Date Period From 01/01/2024 Through 04/30/2024

Juniper and Bamboo Enforcement	Count
Number of Juniper and Bamboo Pre-Citations	874
Number of \$100 Juniper and Bamboo Citations	156
Number of \$200 Juniper and Bamboo Citations	64
Number of \$500 Juniper and Bamboo Citations	74
Number of Extensions Granted	86
Number of Cases Still Open	47

From: jonathan@
To: Holbrook, Marcia
Subject: Please disseminate and publish
Date: Monday, May 13, 2024 9:38:11 AM

Thank you very much.

To the MOFD Governing Board:

I wish to comment on your discussion of Item 9.3 on the agenda of last month's Board meeting (April 17, 2024). As you shall see, the comments are focus upon the degree to which the Board is out of touch with the very organization it is supposed to be governing. And yet, even though it can be difficult to bear the load of perspicacious scrutiny, I ask you to hold on until the end where I offer a concrete suggestion which you may use to improve the general situation.

There has been an off-again, on-again disagreement over the past few years between board members, with one side saying that this fire district is a business -- after all, it charges money and provides services -- and should be run like a business; whereas, the other side contends that a public agency is different from a business, but these differences are never well articulated. From my perspective, this matter is of limited importance because a business can just as easily be run badly as it can be run efficiently, wouldn't you say?

In that Item 9.3 from last month, staff suggested adding over a half million dollar burden to the annual budget immediately, then possibly around the same amount to follow, all for new administrative positions. The Board (yourselves) seemed fine with that, only you wanted to see a job description first for the most costly item, the Deputy Chief (DC) position.

First, I would hope that anyone serving on the board of a business or anything else would not simply rubber stamp such an expensive recommendation without looking more deeply into the situation. In other words, what more information do you need to determine if these expenditures are necessary or not? The fact that the only thing anyone asked for was a job description for the DC position is discouraging. The fact that no one asked about the relative benefits of expanding the bureaucracy by a million or so dollars as compared to reviewing full ambulance staffing is disappointing. Where are your concerns for the broader situation?

Now that the DC's duties are made clear in the packet for your May 2024 meeting, the pertinent question is, "What then will be the fire chief's duties, given that most of what he currently does will soon be performed by the proposed DC?" In fact, what the position actually reads as is a fire chief's job with training wheels, that is, a trial run for a fire chief candidate to replace the current one, who, by my calculations is eligible now for retirement. If this is the case, then my comment, offered above, about you gentlemen being out of touch with this organization might be worthy of further thought. Have you ever discussed succession planning?

Lastly on this point, you might find it worthwhile to inquire why the requirements for the DC position are merely an Associate's degree and two years experience as a Battalion Chief. After two years in a BC position, you are still growing into the job, you are not growing out of it. You cannot yet have experienced directing operations and personnel and medical services and training and being the press contact and everything else. Would it not benefit the District to collect a pool of properly qualified pool of candidates from which to draw our

next Fire Chief?

Moving on now, another portion of your discussion of Item 9.3 mainly consisted of a single director giving direction to staff again and again and again while the other directors sat by in silence. One of the directives given, I would point out to you, was especially tone deaf to a signal element which firmly distinguishes a public safety organization from an ordinary business.


In our culture, special respect is accorded to people who willingly put their lives in jeopardy for the common good. Admittedly, there's not as much evidence for this in contemporary society as there once was, but I believe that the principle continues to be understood, especially within a life-safety organization such as the Fire Service. If you will grant me this premise, then I ask you to imagine how demoralizing it would be when a fire agency board member, who looks casually at a new half-million dollar annual financial burden for administrative purposes, then directs staff to save \$3000 annually by having sworn fire and medical personnel clean gutters and solar panels at the fire stations and, I quote, "*call it training.*" Not only would this directive take the District's only ladder truck out of service for these cleanings -- thus delaying its ability to respond for lifesaving duty -- but, gentlemen, please also consider how demoralizing it is for those sworn members who serve us so well to hear the governors of their institution sell them out for gutter cleaners for \$3000.

This directive, which, because no other Board member spoke up, was effectively endorsed by the entire Board, I expect was made with no disrespect intended. But you see, the fact that you don't even know the difference between a demeaning comment and something else makes things even worse for those on the receiving end your actions who are lower down in the organization. The fact that you don't know that training, a thing you turn to to save your own life and save the lives of others, should not be cynically demeaned is cause for further demoralization. In sum, I ask you, do you not know that there is something special, above and beyond the ordinary, about a group of people who choose to put their own safety at risk to assist the rest of us? And when those who govern such an agency speak or condone speech which might imply disrespect for this, do you not see that such demeanor leaves a great deal of room for improvement?

Finally (and I do, indeed, mean "finally"), if you take my point that this entire "business" would be significantly improved if the echelon of governance were to become more roundly aware of the workings of this organization, then I would offer you the following suggestion in three portions.

1. Place on the agenda for your next meeting a proposal to send the current board president out to meet with the principal constituent parties employed by the District, viz., Firefighter Union reps., BCs, the FM, ASD and the fire chief, to ask them all the same thing. "Please tell me the three most important elements of this fire district you wish your governing board understood more deeply."
2. Invite the board president to report back a factual summary of what he discovered.
3. Discuss which of those items seem most important and consider inviting said constituent parties to present to the Board on those topics at various future Board meetings.

Doing so would likely benefit employee engagement, agency morale and possibly help you deepen your understanding of this enterprise as you lead us into the future.



Financial Update Quarter Three

July 1, 2023 – March 31, 2024

1

Quarter Three General Fund Surplus Projections

- Budget deficit \$633K
- Projected surplus \$223K

	Budget June 2023	Projected After Quarter Three
Revenue	\$34.8M	\$35.4M
Expenditures	\$32.5M	\$32.1M
Transfer out to Capital Projects Fund	\$3.0M	3.0M
(Deficit)/Surplus	(\$633K)	\$223K

2

Quarter Two Financial Update

General Fund Revenue – Exceed budget \$540K

- Property tax exceed budget +\$90K
- Investment earnings +\$469K
- Ambulance services \$178K
- Strike team revenue (\$225K)

3

Quarter Two Financial Update

General Fund Expenditures – Less than Budget \$330K

- Salaries less than budget \$180K
- Overtime exceed budget \$70K
- Strike team overtime less than budget \$95K
- Retirement contributions less than budget \$100K
- Operating expenses exceed budget \$105K

4

Quarter Two Financial Update

Operating Expenses

	Budget	Expenditures July 1, 2023 - March 31, 2024
Home hardening grant program	\$500,000	\$259,825

Outside Attorney Fees

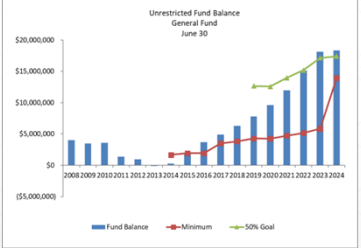
	July 1, 2023 - March 31, 2024	Percentage of Total Cost
Fuel Break Lawsuit	\$71,765	24.82%
Other Legal	217,408	75.18%
Total	\$289,173	100.00%

Transfers Completed

- OPEB contribution \$464K
- Pension Trust contribution \$1.6M
- Transfer to Capital Projects Fund \$3M

5

General Fund Unrestricted Fund Balance



Unrestricted Fund Balance - General Fund June 30

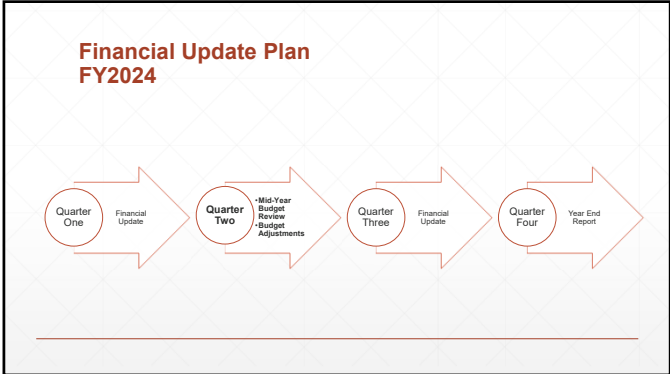
Legend: Fund Balance (blue bars), Minimum (red line), 50% Goal (green line)

6

Other Funds

- Capital Projects Fund – Projected surplus \$305K
- Tunnel East Bay Hills Fuel Break Fund – Projected surplus \$313K
- Fire Risk Reduction Grant Fund – Projected surplus \$43K

7



8

From: [Mark DeWeese](#)
To: [Info](#)
Subject: Question for item 10.3 Authorize Two New Positions in the FY2025 Budget
Date: Wednesday, May 15, 2024 1:01:30 PM

Sorry I can not attend the meeting, but would like to submit the following question for item 10.3

Thanks

Mark DeWeese

Most of our biggest pensions are from Chief level positions. Do we know what kind of impact adding another Chief level position will have on our unfunded liability? Are any board members concerned about this position creating more high level pensions and Chief level turnover of people in their last year or so of employment?

Are there any duties this Deputy Chief position will be doing that current BCs can not do?

Are there any tasks this Deputy position will be doing that will bring in extra revenue to offset the \$494K cost?

Mark DeWeese

Sent from my iPhone

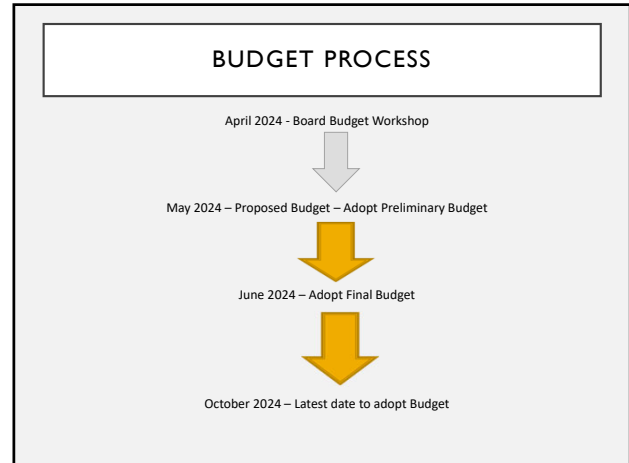
10.6 Proposed Budget Presentation

**MORAGA ORINDA FIRE DISTRICT
2024 ANNUAL OPERATING BUDGET
PROPOSED**




Board of Directors Meeting
May 15, 2024

1



2

**BOARD DIRECTION DURING
BUDGET WORKSHOP**

MORAGA-ORINDA FIRE DISTRICT

DRAFT

Annual Operating Budget
Fiscal Year 2025

**PUBLIC BOARD
BUDGET WORKSHOP**

- Decrease strike team revenue and overtime
- Budget salaries & benefits for filled positions only
- Budget overtime based on current staffing and worker's comp
- Decrease investment earnings
- Include depreciation in transfer to capital
- Add \$5K for landscaping project

3

**GENERAL FUND BUDGET OVERVIEW
DEFICIT \$315,964**

General Fund Revenue	\$36.7M
Salaries and Benefits Expenditures	28.6
Operating Expenditures	4.6
Transfer Out to Capital Projects Fund*	3.9
Expenditures in Excess of Revenue	\$0.3M

4

**PROPOSED BUDGET 2025
DISCRETIONARY/CONTINUATION OF EFFORT**

Transfer to Capital Projects Fund	\$3,863,757
Pension rate stabilization trust contribution	1,135,247
Salaries and benefits - Fuels Mitigation staff	556,000
Home hardening grants	500,000
New Deputy Fire Chief	494,280
OPEB trust contribution	428,662
Emergency Preparedness/CERT	211,544
Additional Office Specialist in Emergency Preparedness	117,000
Fuels mitigation operating expenses	110,000
Fire chief contingency	100,000
GIS mapping	22,000
Benefits review	25,000
Discretionary training	25,000
Exercise equipment	16,500
Drones and supplies	11,400
Body cameras	10,000
Total	\$7,626,390

5

**PROPOSED BUDGET 2025
OPERATIONS**

Salaries and Benefits	\$21,731,677	\$22,311,617*
Services and Supplies	258,501	385,950
Total	21,990,178	22,697,567

*Includes one new Deputy Fire Chief position (\$494K)

FY2025 Goals

- Review PPE product development
- Establish GIS succession plan
- Update pre-incident plan maps

6

10.6 Proposed Budget Presentation

**PROPOSED BUDGET 2025
COMMUNICATIONS**

Services and Supplies	367,000	433,750
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FY2025 Goals

- Update apparatus modems
- Replace/upgrade iOS devices per replacement schedule
- Update pre-fire plans

7

**PROPOSED BUDGET 2025
APPARATUS**

Services and Supplies	434,500	482,000
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FY2025 Goals

- Refine apparatus maintenance program to create efficiency with program managers and outside vendors

8

**PROPOSED BUDGET 2025
EMERGENCY MEDICAL SERVICES**

Services and Supplies	182,000	245,000
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FY2025 Goals

- Update ePCR program
- Implement Local Optional Scope of Practice
- Evaluate and update Paramedic evaluation process

9

**PROPOSED BUDGET 2025
SUPPORT SERVICES**

Services and Supplies	24,402	28,820
Station 41	63,519	76,300
Station 42	50,922	58,100
Station 43	49,590	48,100
Station 44	37,822	60,200
Station 45	88,022	109,400
Administration	23,000	15,800
Total	337,277	396,720

FY2025 Goals

- Provide administrative support for long-range facilities projects
- Update station equipment and furnishing
- Improve station security

10

**PROPOSED BUDGET 2025
TRAINING**

Services and Supplies	225,476	196,500
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FY2025 Goals

- Provide unique and challenging training environments for employees
- Inspire educational progression for career progression
- Complete plans for training center at Station 41

11

**PROPOSED BUDGET 2025
FIRE PREVENTION**

Salaries and Benefits	\$906,965	\$1,040,529*
Services and Supplies	658,000	701,000
Total	1,564,965	1,741,529

*Includes increased salary range for Fuels Mitigation Specialist and Fuels Mitigation Manager

FY2025 Goals

- Software upgrade for plan review
- Complete a fee study
- Administer and expand home hardening grant program
- Implement body cameras (pending Board direction)

12

10.6 Proposed Budget Presentation

**PROPOSED BUDGET 2025
EMERGENCY PREPAREDNESS**

Salaries and Benefits	\$160,323	\$288,244*
Services and Supplies	38,600	40,300
Total	198,923	328,544

*Includes one new Office Specialist position (\$117K)

FY2025 Goals

- Recruit and train new members of Communications Support Unit to attain full staffing of 25
- Innovate and support the creation of redundant emergency communications systems throughout Lamorinda
- Support Lamorinda evacuation planning as the team lead

13

**PROPOSED BUDGET 2025
FINANCE**

Salaries and Benefits	\$669,295	\$667,582
Services and Supplies	1,158,095	1,118,910
Total	1,827,390	1,786,492

FY2025 Goals

- Continue to diversify investment portfolio
- Complete a fee study
- Implement electronic document system
- Administer financial elements of all grants
- Continue to refine the technology used for hybrid Board meetings

14

**PROPOSED BUDGET 2025
HUMAN RESOURCES**

Salaries and Benefits	\$4,146,180	\$4,209,072
Services and Supplies	69,050	104,850
Total	4,215,230	4,313,922

FY2025 Goals

- Complete labor negotiations and implement new MOUs
- Complete updates to Unrepresented Employee Handbook
- Update all job descriptions to reflect current job responsibilities
- Complete a benefits review
- Host promotional Battalion Chief recruitment

15

**PROPOSED BUDGET 2025
INFORMATION TECHNOLOGY**

Salaries and Benefits	\$80,574	\$79,064
Services and Supplies	361,321	444,994
Total	441,895	524,058

FY2025 Goals

- Update cyber incident and ransomware response plans

16



**PROPOSED
EXPENDITURES
CAPITAL PROJECTS FUND**

Station 45 Remodel	\$3,000,000
Ambulances (quantity 2)	330,000
Fire Chief Vehicle	75,000
Ventilation Fan	7,000
Total	\$3,412,000

17

**RESTRICTED AND UNRESTRICTED
RESERVE GROWTH**



18

BOARD DIRECTION REQUESTED



- Provide direction regarding the proposed budget