



SOUTHERN MARIN FIRE PROTECTION DISTRICT

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Southern Marin Fire Protection District Emergency & Disaster Preparedness Meeting Tuesday, September 8, 2020 – 07:30 am – Headquarters

Director Peter Fleming – Chair

Director Tom Perazzo

Alternate: Director Cristine DeBerry

MINUTES

1. CALL TO ORDER: 07:34 A.M (by Director Fleming).

In Attendance:

BOARD: *Participating via telephone:* Director Fleming. *Present in person:* Director Perazzo.

STAFF: *In Person:* Fire Chief Tubbs, Chief Welch, Communications Coordinator Elisha Omoomy, and Clerk of the Board Mariya Weinberg.

Absent: none

2. OPEN TIME FOR PUBLIC EXPRESSION:

No public present in person or online.

3. AGENDA ADJUSTMENTS:

None.

4. APPROVAL OF MINUTES:

Emergency & Disaster Preparedness Committee Meeting Minutes August 11, 2020.

Motion to approve Minutes:

M/s: Perazzo/Fleming

Aye: Perazzo, Fleming

5. Reports and Information

5.a Measure C

Chief Tubbs advised the committee that SMFD staff are meeting today, via zoom, with the Interim director Jean Bonander to discuss payroll and finance issue for the MWPA. Also, the MWPA Board had recently selected a final candidate, whose name has not yet been officially released, for the Executive Director position. The Board is in negotiations with that person about employment compensation and terms. Chief Tubbs has let the candidate know that we have office space and admin support available for them. Governing Board is setting up some subcommittees, including an Executive and a Finance committee. Appointments have not yet been announced, but President Hilliard has requested to be on the Finance sub-

committee. We have a number of draft policies that the Operations Finance Subcommittee has generated, that we would like to get in front of the Board to approve. There were no questions from the meeting participants about this Agenda item.

5.b Southern Marin Fire Protection District Mask Up Program

Chief Welch said that 585 masks are going to be made. The rendition is not yet complete. There will be additional lettering “Stay Healthy” on the top, and “Stay Safe” on the bottom of the mask. The addition will not affect our cost. We have a partnership with Mill Valley Chamber of Commerce, and can also partner with Sausalito Chamber to distribute. Mill Valley is already distributing some of the masks they had made. The process is going well, no problems, except that we had to put a stop on one store trying to sell them, rather than give away free, as we intended. Our efforts have been well received in the community. There were no questions from the meeting participants about this Agenda item.

5.c Evacuation Flyer

Chief Welch said the flyers for the unincorporated areas of Mill Valley should be arriving to residents’ mailboxes within a day or two. There is a sample flyer for the Homestead area included in today’s meeting packet. There will be some small map clean-ups on the next flyer going out, as well as additional info about COVID-19. We still want evacuations to take place, but for residents to keep social distancing issues in mind, and that precautions are being taken in shelters, should they become necessary. Also, a number of “living room chats” have been scheduled, which are ongoing discussions with small neighborhood communities both in Mill Valley and Sausalito. TCSO Board is later this week. We are also discussing doing a video on Community Refuge Areas. The Sausalito’s evacuation flyer is in its final review.

Chief Tubbs mentioned that we have had a lot of community interest in info about evacuations and notifications. Our presentation at one of the recent Sausalito City Council meetings resulted in a neighborhood chat, since the residents had expressed some concerns and interest. We do want to highlight that plans can’t be made at very specific levels, as they will change depending on a particular emergency. We are trying to educate residents about the importance of being aware, knowing two ways out and temporary refuge areas. We are also working on supporting law enforcement, since they need to be involved in traffic control. Under National Incident Management System, during an emergency, areas of responsibility are broken up into Emergency Support Functions (ESFs), and evacuations are a law enforcement responsibility. However, in recent years, with the fires, the residents have looked to the Fire Department for guidance. We have been working to support and empower law enforcement to take more of an active role, while also making sure the community knows we are not turning away from this responsibility.

Director Perazzo asked if we are planning to be more active on Nextdoor.com website, and Chief Tubbs and the recently hired Communications Coordinator Elisha have confirmed that we actually already are very active. Chief Tubbs also reminded that one of the functions of this Committee is to be a communications committee. So, once Elisha is up to speed, we plan to have a communications activity update at these Committee’s meeting, either the next meeting or the one after that. Elisha is currently working on the newsletter, and also has the Nextdoor.com account for community announcements, doing

metrics on social media. Topics like evacuation and notification are being covered, and there will be updates to this Committee, as stated.

Director Perazzo relayed his experience with neighbors contacting him during a recent event where evacuations may have occurred, although it did not. Chief Tubbs commented that we have been sharing this same information with the community for many years, except with the recent addition of TRAs. The challenge is to get our information through to the citizens, given the sheer volume of information pertaining to emergency that comes to them through many sources. A lot of people would like to get specific pre-determined evacuation routes, so we have to educate that this is not possible, since each emergency is unique. We do provide evacuation maps and general strategies to help residents determine the appropriate evacuation plan when a specific emergency arises. Director Fleming thanked the staff for their work in this area, and that he has read through the flyer and found it very useful.

6. Action Items

6.a Defensible Space Inspectors – Staff Report and Recommendation

Chief Tubbs provided the background. This is part of the Measure C, where funding for the Defensible Space Inspector positions is one of the three categories covered by the Measure C. MWPA provides funding to each member Agency, based on a formula that takes into account things like population. Each Agency is authorized to have its own Defensible Space Inspection program. The staff report shows the Committee the progress we have made towards staffing these positions. We will initiate recruiting and hiring really soon. This will be part of the Final Budget that we will see at this month's Board Meeting. These will be limited-term 2-year positions (with possible renewal), with limited benefits. This aligns with MWPA policy that is designed to keep personnel costs lower, and keeps things consistent with Measure C being funded for 10 years. The program is designed so that the Inspectors are out in the field every day, conducting inspections primarily on residential properties. The idea for this is to create rapport and establish partnerships with home owners to help them create defensible space around their homes, and educate them about things like chipper days and possible grant programs.

At a recent Board meeting Tod Lando presented our Hazard and Threat Report, which Chief Tubbs has called our own version of Community Wildfire Protection Plan (CWPP). The defensible space program will allow us to go in and update this hazard and threat data as it changes. That way we will have an updated map of where our highest risks are, so we can target them for remediation.

Director Fleming asked how enforcement works. Chief Welch said the ordinance does allow us to take a case from "cradle to grave", although the language could be stronger. He also added that we are in a very high compliance area. The ultimate enforcement has not come up in the District but it has been done in the City of Mill Valley. MWPA is looking into programs for providing grants for low income residents. Another idea is doing work on resident's properties at no cost, but using those homes as exhibition properties to show how defensible space works. Chief Tubbs pointed out that another type of property that would be covered in this process are either abandoned or remotely owned properties. Our ordinances give us the authority to do the work at the cost to the owner, by placing a lien on the property.

Chief wanted to make sure everyone knew that the two defensible space inspectors are funded entirely through MWPA JPA, at no cost to the District.

Director Perazzo proposed a Motion that the EDPC Committee shall support the hiring of two Defensible Space Inspectors for the Fire District, with 2-year term contracts, funded by the MWPA.

M/s: Perazzo/Fleming

Aye: Perazzo/Fleming

Noes: none

7. CLOSED SESSION

There was no closed session at this meeting.

8. ADJOURNMENT:

M/s: Perazzo/Fleming

Aye: Perazzo/Fleming

Noes: none

Adjourned at 7:56 AM.