

DRAFT

Los Altos Hills County Fire District

Minutes of a Regular Meeting of the Los Altos Hills County Fire District Board Members, Held on Tuesday, May 21, 2019 Beginning at 7:00 p.m. at the El Monte Fire Station, Foothill College Campus, 12355 El Monte Road, Los Altos Hills, California

Vice-President Vaughn called the meeting to order at 7:00 p.m.

1) **Roll Call:** PRESENT: Commissioners Price, Carr, Spreen, Tyson, Kearney, Vaughn

ABSENT: Commissioner Warren

ALSO PRESENT: General Manager J. Logan, Fire Chief Tony Bowden, Fire District Attorney Dan Siegel, Fire Consultant Stu Farwell, Financial Consultant Cori Vargas, District Clerk Jeanne Evilsizer

In President Mark Warren’s absence, Vice-President Melvin Vaughn chaired the meeting.

2) **Public Comment:** There was no public comment.

3) **Commission President Remarks.** Welcome Newly Appointed Commissioner Terry Kearney. Vaughn welcomed Commissioner Terry Kearney to the Board. There were no comments by members of the public.

4) **Santa Clara County Fire Chief Report.**

A. Monthly Report for April, 2019 Chief Bowden said there were no significant fire events during the month of April and that response times were good with fewer freeway calls.

B. Report to Board of Supervisors Regarding Wildfire Prevention – Chief Bowden did a brief review of the Report to Santa Clara County Board of Supervisors Wildfire Risk and Response April 2019. He stated there is a new normal with respect to fires; the fuel load is not going down and summers are longer and dryer. He mentioned the most destructive California Wildfires as shown in Table 2 of his report; seven (7) of California’s most destructive wildfires have occurred in the last ten (10) fire seasons. The Department made proposals to the County for creation of a wildland fire program. The County is being asked for funding; this item goes back to the County on June 4, 2019. Chief Bowden also mentioned looking for radio tower sites to place cameras on for a fire alert system.

5) **General Manager Report.**

A. Events and Activities – J. Logan reviewed her power point presentation including recent District meetings and events including a CWPP subcommittee meeting on April 19, 2019, orientation meeting with new CERT graduates on April 22, and a Wildfire Preparedness Community meeting at LAH Town Hall on April 23, 2019. Logan reviewed what had taken place at the May 16, 2019 Santa Clara County Budget Workshop including the omission of \$6,656,000 from the Projects and Programs LAHCFD budget; this oversight was going to be addressed at the June 12, 2019 Budget hearing. Tyson and Logan met with Supervisor Simitian and staff after the meeting.

Logan mentioned the PG&E and LAH undergrounding of electricity meeting that occurred today, May 21. A future meeting with PG&E and LAH will occur May 29, to discuss power shut off procedures in wind or danger events.

B. Updates: Santa Clara County Management Audit and Budget Workshop: there were no updates to report on the SCC Management Audit. The Budget Workshop was discussed previously.

6) CERT Activities and Update CERT Supervisor Dave Stewart discussed the moving of the 20' ARK storage container which contained CERT supplies for an earthquake event as well as office supplies. June 20, 2019 the ARK is to be moved and set on a concrete pad. It will be placed near the parking lot with electric power and fresh water supply. Items still being worked on are internet and radio service to the ARK. CERT member Neil Katin mentioned 3 upcoming training activities. J. Logan will work with Foothill College concerning the wiring for the radios and restroom access.

7) Community Wildfire Protection Plan Report, Revised Annex 4 and Addendum.

A. Accept 2016 Santa Clara County Fire Department CWPP Report, Revised Annex 4 and Addendum and Provide Direction for Future Adoption of Revised Annex 4 and Addendum as the LAHCFD CWPP. Tyson spoke about the Annex 4. Revised, LAHCFD document stating there was plenty to worry about with the risk of fire. Page 12 of the Revised Annex 4 document showed high and very high fire hazard severity zones and what mitigations should we work on? Tyson mentioned fuel reduction, trail/escape route management and public communication and training. He pointed out Page 12 which contained recommended fuel reduction projects in the LAHCFD. Tyson discussed the helpful Addendum to Annex 4 document from Retired Captain Denise Gluhan and the ways that fire spread including the embers that are carried by the wind and ignite in receptive fuels and catch other structures on fire.

B. Agenda Report J. Logan reviewed the agenda report and the SCCFD CWPP Report, revised Annex 4 and Addendum; looking for acceptance not approval. Commissioner Kearney offered to help with some revisions and further review of the documents. Logan wanted to present it all to the Commission and public for review. She mentioned tailoring all of the projects and programs under the CWPP umbrella. Spreen and Tyson emphasized that fires do not respect town boundaries or limits; Spreen further mentioned he is concerned with how we communicate what the overall risk to the Town is? Member of the public Dave Stewart mentioned a previous incident years back when a support structure on an electric pole broke off and fell in a storm; so it was not just trees blowing into wires causing potential fire hazards.

At this time Agenda Item 13. was moved up on the agenda for discussion with CSG Consultants.

13) Adopt Resolution No. 19-18 –Resolution of the Los Altos Hills County Fire District Authorizing Execution of Professional Services Agreement between the Los Altos Hills County Fire District and CSG Consultants for Tree Removal Request for proposal Services.

A. CSG Proposal and Scope of Services – J. Logan introduced Cyrus Klanpour and Ed Slintak of CSG Consultants. Mr. Klanpour explained that CSG only works for government, public entities. He explained each slide in the power point review from the project goals to the program implementation. Rather than a third party outside selection committee as suggested in the selection committee portion of the report, Spreen recommended a blended model for a selection committee. There was no further Commissioner comment or public comment.

B. Resolution 19-18: Resolution of the Los Altos Hills County Fire District Authorizing Execution of Professional Services Agreement between the Los Altos Hills County Fire District and CSG Consulting

