

Mark Warren, President
 Melvin Vaughn, Vice President
 Janice Carr, Commissioner
 Terry Kearney, Commissioner
 Duffy Price, Commissioner
 Roger Spreen, Commissioner
 George Tyson, Commissioner



**MINUTES OF A SPECIAL MEETING OF THE
 LOS ALTOS HILLS COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS
 HELD ON THURSDAY, OCTOBER 1, 2020 BEGINNING AT 7:00 P.M.**

A video recording of this meeting is available at:

<https://www.lahcfd.org/download/october-1-2020-fire-district-commission-special-meeting/>

Discussion of each agenda item is time-stamped with the hour, minute, and second [hh:mm:ss]

1. Roll Call [00:00:09]:

President Warren called the meeting to order at 7:05 p.m. A quorum was present via videoconference, pursuant to the provisions of Executive Order N-29-20 issued on March 17, 2020 by the Governor of the State of California.

Attendee Name	Title	Status
Mark Warren	President	Present - Remote
Melvin Vaughn	Vice President	Present - Remote
George Tyson	Commissioner	Present - Remote
Duffy Price	Commissioner	Present - Remote
Roger Spreen	Commissioner	Present - Remote
Janice Carr	Commissioner	Present - Remote
Terry Kearney	Commissioner	Present - Remote

ALSO PRESENT: Municipal Resources Group Meeting Facilitator and Strategic Planning Consultant Marcie Scott, Emergency Services Manager Captain Denise Gluhan (Ret.), General Manager J. Logan, Assistant County Counsel Rob Coelho, Special Projects Services Consultant Sarah Henricks, Technical Services Consultant Victoria Bebee, Financial Consultant & District Clerk Cori Vargas

2. Public Comment [00:02:30]:

There was no public comment on items not on the agenda.

3. Preliminary Successor Strategic Plan 2020 – 2022:

A. Introductory Comments by Facilitator, Marcie Scott, [00:03:27]:

Marcie Scott reviewed the September 15, 2020 Memorandum Report and 2015-2020 Strategic Plan accomplishments and facilitated discussion. Commissioners discussed and provided comments which will be incorporated into the final document.

B. Review findings of District Strengths, Challenges, and Opportunities [00:15:14]:

Facilitator Scott lead the review of findings of District strengths, challenges, and opportunities. The addition of community dialogue and additional explanation of the relationships between the Los Altos Hills County Fire District (LAHCFD) and other local agencies were suggested and discussed.

Public Comment: Phil Witt, Purissima Hills Water District, provided comments about community dialogue.

C. Review Draft District Goals and Objectives [00:31:00]:

Scott lead review of draft District goals and objectives. Discussion included ideas and suggestion of more specific goals and measurable objectives to the draft materials.

Public Comment: - Dru Anderson, Los Altos Hills resident, and Dave Stewart, Los Altos Hills resident, provided comments about cooperative emergency preparedness management among local agencies.

Logan suggested expanding the Forward Looking Community Resiliency Program Chart under the second goal to include a systems approach to emergency preparedness.

D. Conclude Revisions to Preliminary 2020-2022 Successor Strategic Plan [01:01:59]:

Scott facilitated discussion for additional input on expansion and prioritization of LAHCFD's programs. Commissioner suggestions included prioritization of water supply and vegetation management. Emergency Services Manager Denise Gluhan suggested prioritization of emergency evacuations and public early notification systems. Mark Shumate, Deputy Chief of Operations with the Santa Clara County Fire Department, provided input on the Zonhaven notification system.

E. Next Steps [01:21:28]:

Scott will present a revised draft of the 2020-2022 Successor Strategic Plan at the October 20, 2020 Regular Commission meeting. Commissioner requested statements be added to the report to clarify that the LAHCFD's goals and objectives align with those of the Santa Clara County Central Fire Department.

4. Adjournment [01:25:50]:

Warren adjourned the meeting at 8:31 p.m. The next regular meeting will be held via videoconference on October 20, 2020.

Prepared by,

Cori Vargas
District Clerk