

**Woodside Fire Protection District
Board of Directors Meeting
Administration Building
808 Portola Rd.
Portola Valley, CA 94028
November 27, 2017**

The regular Board of Director's meeting was called to order at 7:00 P.M. by Director Holthaus

Directors Present: Miller, Cain & Holthaus

Staff: Chief Ghiorso, D/C Lindner, Business Manager Edwards, Fire Marshal Enea, B/C Slaughter, B/C Butler, B/C Picchi, EMS B/C Silici, Public Education Officer Brown

Oral Communications Public: NONE

Consent Agenda:

Items: 1,3,4,5 & 6 were moved to the consent agenda.

Regular Agenda:

Item 2 – The financial reports were discussed briefly and approved as submitted.

Item 7 – Resolution number 278 was approved unanimously.

Fire Chief: Chief Ghiorso reported that the Foundation will be holding its quarterly meeting at the end of November. The annual foundation campaign mailer has been sent.

Deputy Chief: Deputy Chief Lindner reported on the multiple fatality accident along Skyline on October 31, 2017. He also reported on the three community fire presentations the District

Fire Prevention: Fire Marshal Enea reported that the track chipper has arrived, and training will be conducted with large equipment operators from Cal Fire, Cal Trans, SMC Parks as well as some WFPD personnel. A new State grant has been received and is for hazardous fuel mitigation. We are working with the Towns to potentially increase the requirement for ignition resistant construction. Mid-Peninsula Open Space has reached out to potentially conduct fuel mitigation in Teague Hill for defensible space near the western neighborhoods of Woodside.

Operations Apparatus: B/C Picchi reported that routine maintenance is being conducted on all apparatus and support vehicles. The Santa Clara corporation yard will be assisting with some of our engine maintenance. The final specifications are being developed for the new rescue. The anticipated cost for the new rescue is @ \$800,000.

Operations Facilities: B/C Slaughter reported that the web site activity has been steady. There is no new maintenance issues to report at the stations or the administration building. Fire RMS is ending its contract to host the WFPD incident management system. The Telestaff software is requiring a software upgrade.

EMS: B/C Silici reported that the monthly EMS training was a CPR refresher. The public flu clinic was well attended. The first responder flu clinic was challenging to schedule but has been completed. Several of the WFPD paramedics attended the local Stroke conference and received valuable information.

Training: B/C Butler reported that the regional south zone training was USAR. The training was completed at Canada College. Modern fire behavior training was also conducted for the regional south zone.

WFPD hosted the recruit academy for 1 week. RIC was the in-house training. Five probationary employees completed testing. Oral interviews are underway for our new hire process. The Captain's test is scheduled for December 5th.

Public Education: Public Education Officer Brown reported that October 7-14 was fire prevention week. CERT training was conducted with between 9 and 16 students. The local Westridge neighborhood watch group held a meeting and CERPP became a major topic of the evening and new Division leaders are emerging. The CERPP Operations Committee has developed a rapid needs assessment form. The form is now online and will be utilized during the upcoming earthquake drill. A Communication committee and Logistics committee have recently been formed under the CERPP umbrella.

WRITTEN COMMUNICATIONS:

1. A thank you to the District for hosting the flu clinic.
2. A thank you from MPFPD for the respectful emergency work regarding a fatality accident involving relatives of the MPFPD.
3. A thank you from a resident who received emergency medical assistance.
4. A thank you to WFPD for hosting the CERT training.

Meeting was adjourned to closed session at 8:15

Chief Ghiorso updated Board on two personnel presently on injury leave and their status to return to full duty.

Chief Ghiorso updated the Board on one employee who has chosen to resign as he has found employment closer to his home in Southern CA.

Chief Ghiorso updated Board on possible donation of land for a new station site. Donor at this time wishes to remain anonymous until details can be addressed and a formal proposal is given to Fire District. Board and Chief discussed concerns with new site if any, and agreed much work would need to be done prior to any agreement.

Re-entered Open Session: Open Session was reentered at 8:40.

Closed Session Report: 8:40

Meeting was adjourned at 8:45

The next scheduled meeting will be held January 29th, 2017 at 7:00 P.M at the WFPD Administration Building, 808 Portola Rd. Portola Valley, CA 94028.

Respectfully Submitted,

Pat Cain, Board Secretary