

**Woodside Fire Protection District
Board of Directors Meeting
Administration Building
808 Portola Rd.
Portola Valley, CA 94028
July 30, 2018**

The regular Board of Director's meeting was called to order at 7:05 P.M. by Director Miller.

Directors Present: Miller & Holthaus

Directors Absent: Cain

Staff: Chief Ghiorso, D/C Lindner, Business Manager Edwards, B/C Slaughter, B/C Butler, EMS, B/C Silici, Deputy Fire Marshal Don Bullard., Union Representative Jon Francisco, FFP Mike Lambrechts, and FFP Chris Wels.

Oral Communications Public: NONE

Consent Agenda:

Items: 1, 2, 3,4, & 6 were moved to the consent agenda, with noted Change to location (Item 1) per Chief Ghiorso.

Regular Agenda:

Item 5: The Fiscal Spreadsheet(s) were reviewed, and no action taken after brief question(s) about future revenue and expenditures.

Item 7: Chief Ghiorso gave brief explanation of need to review Conflict of Interest Code (COI Code) and submit Biennial Review Notice. Board members recall that code was amended in September 2016 and no action was necessary on code at this time. Director Miller motioned to accept code as reviewed and motion was seconded by Director Holthaus. No further discussion was had, Motion carried 2-0.

Item 8: Chief Ghiorso Provided overview of where District is at with Plans to rebuild Station 7. Director Miller confirmed to all that Fire District is no longer pursuing the land swap with 10 Hacienda and current station site, thus there will be no building of the Fire Station on the Hacienda Site. District will re-engage the building of the station on the 3111 Woodside Road site. Director Holthaus confirmed the same.

Chief Ghiorso went on to explain that the District has submitted conceptual plans with the Town of Woodside and that those plans were addressed at a meeting the previous week. Chief Ghiorso went on to confirm that the site will only house the Fire station and cannot accommodate any Administrative offices, EOC/DOC, Training Tower, or additional apparatus storage areas. These additions will need to be addressed in future plans with land acquisition.

It was also the opinion of the Project manager and the Fire Chief that the Fire District and Town staff should meet formally regarding future planning. This would be followed up with community meeting(s) to get input on how best for the District to proceed with land acquisitions and future for Administrative offices, EOC/DOC, Training Tower, and additional apparatus storage.

The Chief requested that the Board allow the Chief to re-engage neighbors on the use of the property during construction phase of new station and possible 1st right of refusal should property(s) become available. The project manager is also looking at alternative sites for temporary station housing during construction.

Item 9: Presentation by BC Silici on the EMS division. BC Silici gave an in-depth view of EMS and the challenges with Narcotic(s) distribution. BC Silici gave updates on stroke study with Stanford, Ambulance pending remount, classes taught and the many instructors WFPD engages. The EMS division is responsible for all training (EMS related) in the South Zone training cadre.

STAFF REPORTS: No questions from Board on individual staff reports.

DEPUTY FIRE CHIEF REPORT ON SQUAD 407:

DFC Lindner reported the Squad has been in service for 3 months now and has been very successful.

DFC Lindner gave the call volume of the apparatus, the breakdown of the types of calls it has responded on, how the apparatus has been utilized.

DFC Lindner reported on how it has already benefitted the District – having the extra personnel available for calls, training, inspections, etc. as well as having it available in the District when multiple calls go out, thereby decreasing the need for neighboring jurisdictions to have to respond into the WFPD.

DFC Lindner reported the District will continue to monitor Squad 407 and report and significant findings back to the Board.

CHIEF’S REPORT:

Chief Ghiorso advised Board that the annual ethics and best practices training is set for the 27th of August, time TBD. Chief Ghiorso also explained staff is going through their annual training and expects completion around mid-August.

Chief Ghiorso requested the Board allow Chief Ghiorso to investigate the possibility of hiring an outside vendor to look at possible long-term planning regarding function of entire District. This could be in the form of one large strategic plan or modified plan(s) per division and staff. Board gave approval to follow up on outside vendors for consultation(s).

Chief Ghiorso updated Board on WPVFPPF, and the meeting held on July 17th. Chief Ghiorso advised Board that the Foundation was advised that the plans for rebuilding station 7 have moved back to the site of 3111 Woodside Road.

The Foundation Chili Cook-Off plans are well underway for the date of September 30th, 2018.

WRITTEN COMMUNICATIONS:

1. A letter from Rebecca Bandslie, expressing her gratitude for help when she locked herself out of her company vehicle and got no response from tow company. Engine 7 crew responded and had her back in vehicle in minutes.
2. A letter from the Woodside Junior Riders thanking the District and crews for providing a safety demonstration at the beginning of their summer program.
3. A letter forwarded from RWC Chief Maupin commenting on Battalion Chief Slaughter and his expertise in a recent exercise in which he acted as the Division Chief. Not only was BC Slaughter able to handle all challenges “thrown” at him, he did so “incredibly smoothly” as a “work of art”.
4. A letter from South Bay Regional Fire Academy regarding students (WFPD employees) Cody Campbell and Anthony Nannini. Letter went on commend both young men on their excellence throughout the academy.
5. A letter from a resident thanking for the District response to him at the time he was having a stroke. The resident was home a day later with no residual effects of the stroke thanks to our response and treatment.

Meeting was adjourned to closed session at 8:25

Closed Session Report: None

The next scheduled meeting will be held August 27, 2018 at 7:00 P.M at the WFPD Administration Building, 808 Portola Rd. Portola Valley, CA 94028.

Respectfully Submitted,

Board Secretary