

**Woodside Fire Protection District
Board of Directors Meeting
Administration Building
808 Portola Rd.
Portola Valley, CA 94028
November 30th, 2020**

The regular Board of Director's meeting was called to order at 7:01 P.M. by Director Holthaus.

Directors Present: Cain, Miller & Holthaus

Directors Absent:

Staff: Chief Lindner, Finance Manager Kate Edwards, BC Picchi, BC Cuschieri, BC Lambrechts

Other Attendees: Mike Wassermann – Capital Program Management

Public Comment Non-Agendized Topics: None

Consent Agenda:

Items: Items 1, 2, 3, 4, and 6 were unanimously approved and moved to the consent agenda.

Regular Agenda:

Item 5: There was a brief discussion on the spreadsheet and was noted that there were no significant issues. Finance Manager Edwards and Fire Chief Lindner advised the Board of the increased overtime costs over the last 2-3 months. The overwhelming majority of costs were pertaining to WFPD being sent to various fires throughout the State of California. These fires are reimbursable through the State or Federal Government, depending on who oversees, or is in charge, of the incident. WFPD have been deployed to both State and Federal fires.

Item 7: The dates for the 2021 Board Meetings were submitted and agreed to by the board of Directors. They continue to be the last Monday of the month, except for May. That meeting is moved to the first Monday in June. There is no meeting scheduled for December 2021.

Item 8: The Board was advised of the San Mateo Grand Jury Report titled: *“Ransomware: It Is Not Enough To Think You Are Protected.”* The issue addressed was that city and government computer systems are at risk of Ransomware attacks. The Grand Jury investigated to see if adequate measures are being taken by local government agencies to mitigate the risks and provide recovery options. The report contains findings and recommendations pertaining to the WFPD. The response is due no later than 1/5/2021.

Item 9: The Board was advised of a notification sent by San Mateo County LAFCO. This was an initial study, environmental checklist and evaluation for the County of Santa Clara regarding a property at 3343 Alpine Road. The residence is in Santa Clara County, but access and some infrastructure is on the San Mateo County side. This address has already been involved in discussions with San Mateo County, Santa Clara County, West Bay Sanitation District, the Town of Portola Valley, WFPD, and others, for a few years.

Fire Chief Report:

The Zonehaven evacuation zones continue to be in the preplanning phase. WFPD has made adjustments to most zones utilizing information given from WFPD staff, as well as input from other agencies. The next phase will be distribution to all agencies with upcoming training to commence on the platform. After that, the platform will be released to the general public in a “know your zone” campaign. That is planned for release to the public in November.

The Station 7 project received Town of Woodside Planning Department approval during a virtual meeting held 10/21/2020.

A neighborhood site meeting was held on Tuesday October 20th for the Station 8 remodel. The initial focus of the meeting was on landscaping around the perimeter of the property and to see if neighbors of Station 8 had any specific desires. During the course of the meeting, there was repeated concern on the overall plan of the remodel, with questions around the planned Sheriff’s Office and how that has the potential to negatively impact the neighbors. There were still concerns on the parking spaces planned for the remodel, with questions on location and numbers of spaces. Also of concern was current landscaping and the potential removal of trees/shrubs/plants, etc and how that has the potential to negatively impact the current and future views of the neighboring properties. The neighbors were advised the plans will be re-evaluated, and any changes to the plans would be relayed to them as soon as possible. The next step is for the Town of Portola Valley ASCC to schedule a meeting to review the project.

There are on-going negotiations for a site for the interim Station 7. No agreement has been finalized as of yet.

The Board was updated on the Covid-19 pandemic. The cases in San Mateo County remain stable. Hospitalizations, as well as ICU beds remain on the positive side. The County remains in a restrictive “orange” tier. Vaccine trials are ongoing with hopes of at least one vaccine receiving FDA approval for the end of the year.

Written Communications:

No written communications

Meeting was adjourned to closed session at 7:50 P.M.

Closed Session:

There was continued discussion about the Station 7. With Station 7 Planning Department approval, the focus switches to getting an interim station agreement in place. There was further discussion on the Station 8 remodel with potential updates to the Station 8 plans.

There was also continued discussion on a personnel matter that was for information only. No action was taken on the personnel matter.

Meeting returned from closed session at 8:13 P.M.

Meeting was adjourned at 8:15 P.M.

The next scheduled meeting will be held January 25, 2021 at 7:00 P.M at the WFPD Administration Building, 808 Portola Rd. Portola Valley, CA 94028.

Respectfully Submitted,

Matt Miller, Board Secretary