

**Woodside Fire Protection District
Board of Directors Meeting
Administration Building
808 Portola Rd.
Portola Valley, CA 94028
March 29th, 2022**

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

Directors Present: Holthaus, Miller

Directors Absent: Cain

Staff: Chief Lindner, Fire Marshal Bullard, Battalion Chief Cuschieri, Battalion Chief Dagenais, Battalion Chief Slaughter, Battalion Chief K. Hird, Battalion Chief Smith, Finance Manager Edwards, Disaster Preparedness Coordinator Brown

Other Attendees: Fire Captain Zabala, Captain Inspector M. Hird, Mike Wasserman – Capital Program Management (CPM)

Public Comment Non-Agendized Topics:

There was no public comment

Consent Agenda:

Items: Director Miller motioned to move items 1, 2, 3, 4, and 6 to the consent agenda; 2nd by Director Holthaus. Motion passed 2-0. Director Cain absent

Item 5: Fiscal Year Spreadsheet 21-22

Finance Manager Edwards advised the board there was nothing significant to report in the financial report. She did state that the next Certificate of Participation loan payment was due to be paid next month. There were no further questions from the Board.

Item 7: Station 7 and Station 8 Projects - Update

Mike Wassermann from Capital Program Management (CPM) gave the Board an update on the fire station projects.

Interim Station 7 Update: Mr. Wassermann advised the Board the interim station was getting closer to completion. The target completion date of 4/15/22 was in jeopardy as there were still issues with the gate contractor. Progress is being made but one of the bigger hold ups was getting power to the system. He advised the Board that there is a major collaborative effort in getting power to the gate, as power must be shut down in that area of SLAC.

Station 7 Update: Vance Brown, Inc (VBI) is working on the Town of Woodside Planning Dept comments. CJW Architecture, CPM, and WFPD are also working on addressing comments prior to resubmittal of the plans back to the Town. There is another round of comments expected to come out of this, but there is still expectation to get a permit by 5/1/22. Once all permits are in place, then movement can occur to the Interim Station 7.

Station 8 Update: Mr. Wassermann advised the Board the VBI was in a similar situation as Station 7. VBI is going through the Town of Portola Valley's first round of comments. CJW, CPM, and WFPD are also going through those comments as well. Conditions of approval are still being worked on. WFPD did receive approval from the Portola Valley ASCC regarding the landscape plan. WFPD met with neighbors following that approval. Bob Schultz, a neighbor of Station 8 requested a meeting with the ASCC seeking revisions to that agreement that WFPD and landscape architect Bob Cleaver were in agreement with. Groundwater testing is also needed as a condition of approval. Mr. Wassermann advised the Board a letter was written by a subject matter expert to waive that testing. That was not accepted by the Town. Permit approval is still expected the first week of May. A landscape maintenance agreement is being drafted by WFPD's attorney and the Town of Portola Valley's attorney.

The Board asked if there was any public comment on any of the project(s). Bob Schultz, a neighbor of Station 8, had no specific comment, stating he was just listening to the updates. He did express his appreciation of WFPD and its contractors in respecting the neighbors wishes and desires as this project has moved forward and hopes the revisions they are seeking will be accepted.

There were no follow up questions or comments by the Board.

Item 8: Staff Report – New Fire Engine

Chief Lindner directed the Board to the staff report in the Board packet. Chief Lindner gave a brief background on challenges with the purchasing and building of vehicles. Normally, the District replaces front line apparatus around the 10 yr. mark of its life. Purchase of a new engine is not projected until the 2023-2024 fiscal year. Supply chain and staffing issues nationwide have extended build times of these vehicles out to a minimum of 500 days. Due to this, plans need to purchase need to be made sooner, than later, due to this. Battalion Chief Smith provided the Board with information seeking approval by the Board to proceed with the purchase. He advised the Board that the district was seeking a new vendor (Pierce Manufacturing) for this fire engine. BC Smith, along with 2 other District firefighters, went to the factory to inspect and come back with recommendations. BC Smith advised the trip went very well, and the recommendation of all three members was to go ahead with the signing of a contract with Pierce. The vendor offered incentives if the District signs a contract prior to the end of April 2022. A prepayment discount of approximately \$41K as well as saving a future 7% increase in overall price was offered. Final overall sales price is just under \$883K.

Director Miller asked BC Smith of price comparisons between Pierce and the District's previous vendor (Seagrave). BC advised overall price is comparable with Pierce being a little less expensive. Director Miller also expressed the concern with prepayment of that amount and not seeing a product for close to two years and wondered of the financial stability of Pierce and any potential bankruptcy issues. BC Smith advised Pierce is the largest builder of fire engines in the United States and is expanding their operations in their home state of Wisconsin. BC Smith also advised of ongoing issues with needed repairs in the current fleet.

Director Holthaus asked BC Smith about an outstanding item with a current out of service engine (Engine 8) and was wondering if this is related to repair issues earlier stated. BC Smith advised that parts have been on order for over 6 months.

There were no other questions. Director Miller and Director Holthaus were in agreement for the district to proceed as planned.

Staff Reports: There was a brief discussion on the new endotracheal intubation camera/tool being placed into service. The technology was briefly discussed as there used to be a different version, but this new product was being offered that the County will be using. EMS BC Dagenais advised the Board this product is a little more user friendly in the pre-hospital setting than the previous product. There were no other comments from Board members.

Fire Chief's Report:

Fire Chief Lindner advised the Board on COVID-19 updates. Chief Lindner advised the numbers are still stable, but there are increasing number in European countries. Hospitalizations are still down in those countries. Chief Lindner advised the Board current numbers in San Mateo County are significantly lower than they were a couple months ago and have remained stable.

Fire Chief Lindner advised the Board on new hires and that they are currently in the County fire academy, along with members of multiple departments throughout the County. BC Cuschieri advised recruits are in week 4, and everyone is progressing appropriately. Graduation is anticipated to be on July 1, 2022.

Chief Lindner advised the Board all command staff members were advised to start the 2022-2023 budget prep. Finance Manager Edwards addressed the staff at an earlier command staff meeting. Meetings are upcoming with command staff, finance, and the fire chief.

Chief Lindner reminded the Board of the upcoming retirement party planned for April 2nd, 2022.

WRITTEN COMMUNICATIONS:

Miscellaneous cards/letters from the public thanking the District for various reasons. Those items were shared with the Board.

Meeting was adjourned at 7:24 P.M. and entered closed session.

Closed Session:

Chief Lindner advised the Board of ongoing legal issue with cell tower at station 7 site. Process is ongoing and continuing to progress. No further action was taken by the Board.

Chief Lindner advised the board on a personnel issue. The District is currently investigating. HR and WFPD legal counsel are overseeing the process. No further action was taken by the board.

Return from Closed Session: The Board returned from closed session at 8:00 P.M.

Adjournment: The meeting was adjourned at 8:00 P.M.

The next scheduled meeting will be held April 26th, 2022, at 7:00 P.M at the WFPD Administration Building, 808 Portola Rd. Portola Valley, CA 94028. (Or virtual or a combination of both depending on Covid-19 related concerns).

Respectfully Submitted,

Matt Miller – Board Secretary