

**Woodside Fire Protection District  
Board of Directors Meeting  
Administration Building  
808 Portola Rd.  
Portola Valley, CA 94028  
July 30, 2024**

The meeting of the Board of Directors was called to order at 7:00 pm by Director Miller

**Directors Present:** Miller, Foster

**Directors Absent:** Holthaus

**Staff:** Chief Cuschieri, Chief Zabala, Finance Manager Liu, Chief Giuliacci, Chief Nannini,  
*Zoom Attendees:* Chief McKenzie, Deputy FM Hird, Chief Douthit, Captain O’Leary

**Other Attendees:** *Zoom Attendees:* WFPD General Counsel Rubin Cruse (RPLG)

**Public Comment Non-Agendized Topics:** (Written as transcribed)

There were no public comments made on Non-Agendized Topics.

**III. CONSENT AGENDA** The Board considered the following consent agenda items:

- C1. Approval of Minutes of the June 25th, 2024, Meeting of the Board of Directors
- C2. Accept Financial Reports June 2024
- C3. Accept Statement of Accounts June 2024
- C4. Accept Warrant List June 2024
- C5. Accept Fiscal Year Spreadsheet 23-24

There were no public comments on the consent agenda.

Director Foster motioned to approve the consent agenda and approve Items C1, C2, C3, C4, and C5 as submitted, 2<sup>nd</sup> by Director Miller. Motion passed 2-0.

**IV. REGULAR AGENDA BUSINESS ITEMS**

R1. Adopt Resolution 24-08 “A RESOLUTION OF THE WOODSIDE FIRE PROTECTION DISTRICT ADOPTING AN UPDATED CONFLICT OF INTEREST CODE”

General Counsel Rubin Cruse notified the Board that the only change to the conflict-of-interest code since its last adoption in 2016 was the addition of the position of Public Safety Officer as a designated employee. This position is now subject to the conflict-of-interest code, requiring the same full disclosure as other designated positions, including the filing of Form 700 and compliance with all associated requirements. No other substantive changes were made to the code.

There were no public comments on this item.

Director Foster motioned to approve item R1. Adopt Resolution 24-08 “A RESOLUTION OF THE WOODSIDE FIRE PROTECTION DISTRICT ADOPTING AN UPDATED CONFLICT OF INTEREST CODE” as submitted, 2<sup>nd</sup> by Director Miller. Motion passed 2-0.

## **V. STAFF REPORTS**

Director Miller expressed his enjoyment of the photos showing gatherings at Station 7, as well as the tree work on Sand Hill Road.

Director Miller expressed concerns about the time and effort spent by battalion chiefs and other staff on preparing detailed monthly reports. The member suggested that the reports could be much briefer, possibly in bullet point format, as their primary utility seems to be for the board's review. The member emphasized that if the reports are mainly for the board's benefit, less time should be spent on them, and staff should not feel pressured to create detailed documents. The member also mentioned that this concern had been raised previously but remains unaddressed. The recommendation is for the command staff to reconsider the process and potentially streamline the reporting. Director Foster expressed his agreement.

## **VI. FIRE CHIEF'S REPORT**

### **District Updates**

- Chief Cuschieri congratulated John Foster on his appointment as a new Board of Director for the Fire District.
- Thank you again to retired Director Pat Cain for his years of service as a Board Member.
- Woodside Fire Cadet Program – proud to announce that the Cadet Program has been re-established. The program was suspended in 2019 during Covid and was then suspended again due to lack of space during the station construction projects. The 8 eligible cadets will begin orientation tomorrow and can start riding along on August 1<sup>st</sup>.

### **3117 Property Purchase Agreement Update**

- The Certificate of Acceptance and Grant Deed were sent on June 26<sup>th</sup>, the property is now part of the District. Chief Cuschieri thanks the Fire Board and Finance Manager Tracy Liu for approving this purchase and putting in the work to help secure this for the District. As of today, we've secured the building and completed some basic weed abatement. Currently, PG&E is scheduled to remove services to the electrical and gas meters.

### **Promotions**

- Chief Cuschieri thanked those who attended the badge pinning ceremony on July 18<sup>th</sup>. It was a nice celebration with great attendance.

### **Station 7 Update**

- Final invoices have been submitted and paid. The total costs for all three projects that include the interim Station 7, the new Station 7, and the remodel of Station 8 came to a total of \$38,716,505.00, which is \$250k below the amended budget amounts that we had anticipated.
- No status change with T-Mobile. They have submitted updated plans to Town for relocation of the ground mounted infrastructure. The project team indicates about 6 months until the mono pole is up and running, at which time the COW will be removed.

### **State Updates**

- At last month's Board meeting it was reported that 2,429 wildfires burned throughout the state resulting in 207,415 acres burned and about 128 structures either destroyed or damaged. As of today, there has been an increase to 4,613 wildfires and 751,000 acres burned with 402 structures damaged or destroyed.
- On July 22 Cal-OES alerted SMCO for the need of a mutual aid strike team to assist with the Gold Complex Fire in Plumas County. Woodside Fire, along with 4 other agencies in the County, have sent resources to assist. After spending about 4 days there they were redirected

to the Park Fire in Butte County which has burned over 385K acres and has crossed into 4 different counties. This fire is now only 14 percent contained.

## **VII. REPORT ON WRITTEN COMMUNICATIONS**

No Communications.

## **VIII. REQUESTS FOR ITEMS ON FUTURE AGENDAS**

There were no requests for items on future agendas.

## **IX. CLOSED SESSION**

CS1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Government Code section 54956.9(d)(1))

Name of Case: Troy Taufer v. Woodside Fire Protection District, et al.

There were no public comments on the closed session item.

The public portion of the meeting was closed at 7:15pm and the Board entered closed session.

The Board returned from closed session and re-opened the meeting at 7:35pm. Upon returning from closed session, there was no reportable action.

**Adjournment:** The meeting was adjourned at 7:35 P.M.

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

Respectfully Submitted,

Tom Cuschieri – Board Secretary