

**Woodside Fire Protection District
Board of Directors Meeting
Administrative Offices
808 Portola Road Portola Valley, CA
January 30, 2017**

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

Directors Present: Miller, Cain & Holthaus

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

Union representatives: Sean Devlin, Mark Dagenais

Oral Communications Public: NONE

Consent Agenda:

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

Regular Agenda:

Item 5: The fiscal spreadsheet was discussed and approved by the Board. Motion was made by Director Miller and seconded by Director Cain. Discussion and questions were heard by staff with no changes and or subsequent direction from board. Motion carried 3-0.

Item 7: The second reading and adoption of Ordinance #11 was adopted in its entirety. Motion to adopt was made by Director Miller and seconded by Director Cain. No further discussion was had after the motion. Motion carried 3-0.

Fire Prevention: Fire Marshal Enea reported on the four grants that are currently underway. The LTCMD work continues to progress. A fire safety incentive brochure has been created to maintain an efficient method of identifying the LTCMD incentive program. Notification has been given that the track chipper grant is being awarded to the District. Plan review submittals continue to be at a high volume.

Operations Apparatus: B/C Lindner reported for B/C Picchi on the current plan to fully stock all the reserve apparatus. The apparatus committee is considering what the most beneficial future apparatus will be for the District. The new workers' compensation carrier has developed a safety checklist of items they would like the District to implement. The DFM and the Deputy Chief have their new vehicles.

Operations Facilities: B/C Slaughter reported on the number of hits to the web site. A meeting is planned to reconvene the social media committee. Station 7 has some available space since the move of the administration and the crews are taking advantage of the well needed space. A walk through of all three stations have been completed in regards to needed repairs and maintenance. Mapping and preplans updates continue to be implemented into our District iPads. The fillable form project continues to evolve. The goal is to have all District forms to have a uniform look.

EMS: B/C Silici reported on various classes being taught for County EMS. Involvement in the PPP committee will focus on re-evaluating county EMS policies. High performance CPR has been tremendously successful. Joint training scheduling is completed for 2017. Goals for 2017 are being worked on. The new medics are doing well in their paramedic skills and two of them have already completed their five-call requirement.

Training: B/C Butler reported on the academy graduation in late November. The recruits were placed on a day schedule for two weeks before being placed on shift. Four of the Districts Firefighters traveled to southern CA to take a vehicular class.

Public Education: Selena Brown reported on various classes the District has been delivering. CERPP division 24 (Woodside West) is currently very active with a new Division leader. A new leadership handbook is being created with the goal to get all CERPP Divisions up to the same level. The CERPP training continues to be impressive in the numbers of students. The new class format will be three weeks instead of six weeks. The District has recently been approved to be a Safe Sitter hosting site. The Foundation funded an inflatable safety house the District has recently purchased.

New Business & Chiefs Report: Chief Ghiorso reported that the Foundation funded the purchase of six satellite phones. The District requested that Town Council members commit to receive CERPP training. The foundation capitol campaign select community interviews are underway. The Foundation annual dinner/meeting is scheduled for February. Carter Warr submitted plans for the Station 7 rebuild to the Town of Woodside Planning Department in December. The District appreciation dinner is March 4th, 2017.

WRITTEN COMMUNICATIONS:

- 1. A thankyou letter from the Sequoias for always providing professional service.**
- 2. A letter from NCEFT thanked the District for attending their annual holiday event.**
- 3. The medical director from San Mateo County commended the District on services that have been provided to the Sequoias.**
- 4. A letter of thanks from PV Ranch residents for always providing service to the community.**
- 5. A letter from a 100-year-old resident thanking the District for various services.**

CLOSED SESSION:

Meeting was adjourned to closed session at 7:55

Chief Ghiorso advised on 1 employee who remains on workers comp time.

Chief Ghiorso advised on "Healthcare Committee" formed by the district which includes Fire Chief, Deputy Fire Chief, Finance Manager, Human Resource, and Labor group. The Chief has tasked the group with studying various agencies and healthcare models to address possible changes in Healthcare with new President and administration.

Chief Ghiorso advised Board of one employee's spouse and subsequent illness.

Chief Ghiorso informed Board that he would be assigning an interim Captain to a permanent Captain assignment.

Re-entered Open Session: Open Session was re-entered at **8:20**

Meeting was adjourned at 8:30.

The next scheduled meeting will be held February 27, 2017 at 7:00 P.M at 808 Portola Road, Portola Valley, CA.

Respectfully Submitted,

Secretary Pat Cain