

**Woodside Fire Protection District  
Board of Directors Meeting  
Administration Building  
808 Portola Rd.  
Portola Valley, CA 94028  
April 24, 2017**

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

**Directors Present:** Gardner, Cain & Holthaus

**Staff:** Chief Ghiorso, D/C Lindner, DFM Bullard, B/C Slaughter, B/C Butler, B/C Picchi, EMS B/C Silici Capt. Dagenais FF/P Richards and FF/P Francisco.

**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 briefly and approved by the Board.

**Deputy Chief Lindner:** Reported Countywide RFQ/RFI on turnout cleaning program as part of the exposure reduction committee work. The process of re-writing/writing policies is under way. Task Books are in draft form for both BC and Captains and they will be looking to utilize SMC Fire Chiefs recommendations to complete the task books. The Books will be utilized to formally approve individuals to act in the positions. Peer Group meeting was held with close to 1/3 of department attending.

**Fire Prevention:** Deputy Fire Marshal Bullard reported:

Chippers have received their annual servicing prior to the upcoming chipper season. Chipper brochures with program specifics were sent out to residents in March. Hazardous fuel mitigation projects are ongoing in Los Trancos/Vista Verde, Alpine Road, and Wunderlich Park. Earth Day was held on April 22<sup>nd</sup> at Runnymede Farms, WFPD presented a Native Fire Safe Garden display. WFPD is working with a Forester to conduct a large-scale removal of Eucalyptus trees at Hwy 84/Portola Road. The LTCMD Board has verbally approved the proposed three-year budget for Fire safety and requested the addition of an additional \$100K. DFM Bullard has begun the 2017/18 Wildfire Home Safety Assessments and has had an overwhelming response to our marketing efforts. Defensible space inspections are beginning to increase throughout the district as the weather heats up and fuels begin to dry out.

**Operations Apparatus:** B/C Picchi reported:

District employees are actively engaged through committees such as the apparatus and safety committees along with special projects resulting in cost savings to the district. Exposure reduction Committee is working with all county fire agencies to provide for a one vendor PPE cleaning service. It has also recommended that all non-line personnel (Fire Chief, Investigators etc....) who could be or have potential exposures be fitted with papers for airway protection. WFPD participated in the "every

15 minute” DUI presentation at Woodside High school. A very well received drill to discourage driving under the influence.

**Operations Facilities:** B/C Slaughter reported:

The websites and social media sites saw an increase in visits, attributed to the current testing process. Will be looking at some maintenance issues regarding station 7. This is in response to the District invitation to both SDRMA and Cal OSHA to evaluate best practices for employee health and well-being. Minor repairs at both station 8 and 19 for the month of April. Telestaff/Kronos has informed us that we will need to migrate to a new platform. They are making program enhancements and will be going to a web based format. They will stop supporting current version in 6-10 months. Mapping and Preplans are firmly in progress and on track for completion by the self-imposed July 1<sup>st</sup> target date.

**EMS:** B/C Silici reported:

EMS training for March and April revolved around training on “infrequent skills”. The CPR in High Schools program continues to be well received by the District schools and has been in place for 6 years now. Thus, all High school students are being taught CPR during their high school years. The “Telemedicine” study continues and data research is still on going with Stanford Hospital. Four of the Five Newest hires have completed their “5 Call” with the 5<sup>th</sup> currently in testing. FF/P Eric Dwyer received the valor award for his work and save of a “full arrest” patient while in transport.

**Training:** B/C Butler reported:

Companies have built a flow-path training model and have been training with it to better understand fire flow-path theory. FF’s attended a Big Rig Auto extrication and stabilization class. This would encompass all big rigs and buses, something we are seeing a marked increase on the 280 corridor. The five newest probationary FF’s are scheduled to take their 1<sup>st</sup> block testing on May 3<sup>rd</sup>. All five are progressing nicely. Ladder training was this months scheduled training. The “Wildland Drill” is set to take place on May 9<sup>th</sup>, with the support of 15-20 engines throughout San Mateo County. Entry level recruitment is well underway. The applicant pool has been reduced from 650 to 200. The 200 will be invited to take the written test on May 13<sup>th</sup> at the WES.

**Public Education:** No Report:

**Chiefs Report:** Chief Ghiorso reported;

There has been preliminary discussion with LAFCO on the possible annexation of the “Kelly Lands”. LAFCO has asked the district for their opinion into such annexation. The Chief responded we would be interested if property owners were to desire such. Chief reported that the District should proceed with the resolution so that the district may join the rest of the county in providing elections on an even year. This would not change the current election for 2017. PERs has not provided the district with the necessary information for Misc. employees in regards to the resolution for survivor benefits. The next WPVFPP meeting will be on 5/23. The Chili cookoff is being planned for October 1<sup>st</sup> at Runnymede Farms. No update on Station 7 as no action has occurred in the last month.

**WRITTEN COMMUNICATIONS:**

A thank you for the job done by the Deputy Fire Marshal in regards to evaluating a home defensible space, “a professional and competent job”.

A thank you from the Pilkington family for the gift and concern shown by the Fire District for one of our retired FF’s Jack Pilkington, who passed away from cancer.

A thank you for the work of our CERPP coordinator and the work done for the CERPP Program, “you are Golden”.

A thank you from the auction award recipients of the Fire House Dinner. An “unforgettable Woodside Rotary auction tour and dinner” at station 19. “great cooks and delightful host”.

**CLOSED SESSION:**

Meeting was adjourned to closed session at 7:50

The Deputy Chief advised the Board of the one active workers compensation employee who remains on light duty. Long term prognosis remains unclear.

The Board and Fire Chief along with Deputy Fire Chief reviewed options to be considered for the funding of Fire Station(s). These options included District Funds, Capital Campaign Funding, Private and Public Loans, Bonds or assessments and combinations of all. The Board has made no decision on funding and will continue to study all options available.

No Personnel discussion were had as no items of concerns were presented.

**Re-entered Open Session:** Open Session was reentered at 8:35.

**Closed Session Report:** Meeting was adjourned at 8:45.

The next scheduled meeting will be held June 5, 2017 at 7:00 P.M at the WFPD Administration Building, 808 Portola Rd. Portola Valley, CA 94028.

Respectfully Submitted,

Pat Cain  
Secretary