

THE MARIN WILDFIRE PREVENTION AUTHORITY
BOARD OF DIRECTORS MEETING
3:00 p.m. Thursday, February 18, 2021
Via teleconference due to Coronavirus (COVID-19)
MINUTES

1. Call to Order- President Goines called the meeting to order at 3:00 p.m.

2. Roll Call and Introductions

Directors – In Attendance: Steve Burdo (San Anselmo), Barbara Coler (Fairfax), Kathryn Donohue (Inverness), Tom Finn (Sleepy Hollow Fire), Bruce Goines (Novato Fire), Cathryn Hilliard (Southern Marin Fire), Paul Jeschke (Muir Beach), David Kimball (Bollinas Fire District), Sashi McEntee (Mill Valley), Julie McMillan (Ross), Gabe Paulson (Larkspur), Rachel Kertz (San Rafael), Bob Ravasio (Corte Madera), Dennis Rodoni (County of Marin), Mark White (Stinson Beach)

Directors Absent: Barry Evergettis (Kentfield Fire), Bill Shea (Marinwood)

Staff in Attendance: Executive Officer Mark Brown, Legal Counsel Megan Acevedo

3. Agenda Adjustments

There were no adjustments.

4. Open Time for Public Expression

Ms. Deb Montana, President of Sequoia Ecological Consulting, stated her firm has extensive fuels management experience on the implementation and planning side. They would like to help out and could add a lot of value. She wanted to make sure that attending meetings would not preclude her firm from responding to the soon to be released Request for Proposal (RFP) for the fuels implementation work.

Ms. Carolyn Longstreth, representing FERN and the California Native Plants Society, stated the meeting minutes do not give the content of what committee members are providing.

5. Executive Officer's Report

Executive Officer Brown reported on the following: 1) Executive Committee meeting and approval of application for fellowship with Grizzly Corps; 2) Communications Strategy Development Ad Hoc Subcommittee and coordination with FIREsafe Marin; 3) Finance Committee meeting and proposed Fiscal Year 2021/22 budget framework; 4) Operations (OPS) Committee work on the framework for Core Projects; 5) Advisory/Technical Committee meeting and work on more descriptive project proposal forms; 6) Citizens' Oversight Committee meeting and work on the Bylaws; 7) Recent report from the National Institute of Standards and Technology on the Camp Fire; 8) Establishment of home hardening standards for the insurance industry; 9) Zonehaven meeting and implementation in May; 10) Conflict of

Interest Code; 11) Presentation regarding JPA's new layers on MarinMap; 12) Community Wildfire Protection Plan Story Map.

Executive Officer Brown answered questions from the Board.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

There were no comments from the Board.

6. Consent Calendar

- a. Acknowledge January 13, 2021 MWPA Citizens' Oversight Committee minutes
- b. Approve January 21, 2021 MWPA Board of Directors Meeting minutes and retreat notes
- c. Acknowledge January 26, 2021 MWPA Citizens' Oversight Committee minutes
- d. Acknowledge January 28, 2021 MWPA Operations Committee minutes
- e. Acknowledge February 4, 2021 Executive Committee minutes
- f. Acknowledge February 4, 2021 MWPA Advisory/Technical Committee minutes
- g. Approve amendment to agreement with Jean Bonander for Consulting Services
- h. Adopt MWPA Board Ordinance No. 01 Establishing Informal Bidding Procedures Under the California Uniform Public Construction Cost Accounting Act
- i. Review MWPA Budget Report
- j. Adopt MWPA Resolution No. 21-02 to Establish the MWPA Conflict of Interest Code in accordance with the requirements of the Political Reform Act

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

The Board discussed the format of future meeting minutes.

M/s, Rodoni/McEntee, to approve the Consent Calendar as submitted.

Ayes: All

Absent: Evergettis, Shea
(through a roll call vote)

7. Update on Environmental Compliance Process and Request for Proposals

- a. MWPA Staff Report- RMM Memo and Draft RFP
- b. RMM Memo and Environmental RFP
- c. MWPA Draft RFP Environmental Svcs. 2.8.2021 ver. 1.3
- d. Draft MWPA Professional Services Agreement with Errors and Omissions Req.

Executive Officer Brown presented a staff report.

Ms. Sabrina Teller, representing Remy Moose Manly (RMM), reported on the following: 1) Use of the categorical exemption and how that interacts with the concept of defensible space; 2) Use of the ministerial exemption and how it might be applicable in certain jurisdictions; 3) Use of the emergency exemption; 4) Various California Environmental Quality Act (CEQA) topics including cumulative impacts, what constitutes reasonable foreseeability, and piecemealing.

Ms. Teller answered questions from the Board regarding the fee schedule and third-party beneficiaries, who is the lead agency, ministerial exemptions, and what constitutes a project, Category 4 exemptions.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

Executive Officer Brown presented a staff report regarding the Request for Proposals.

Executive Officer Brown answered questions from the Board regarding Fish and Wildlife filing fees.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

M/s, Burdo/Hilliard, to authorize the issuance of the Request for Proposals (RFP) for an environmental consultant.

Ayes: All

Absent: Evergettis, Shea
(through a roll call vote)

8. Grand Jury Report

- a. Grand Jury Response Staff Report
- b. Response to Grand Jury Report Findings and Recommendations

Executive Officer Brown presented a staff report.

Legal Counsel Acevedo and Executive Officer Brown answered questions from the Board.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

The Board had comments about the holistic approach, the fact that the majority of small roads are private, and the responsibility of different agencies

M/s, White/Coler, to authorize President Goines to sign the response to the Grand Jury Report and forward it to the Presiding Judge of the Marin County Superior Court.

Ayes: All

Absent: Evergettis, Shea
(through a roll call vote)

9. Committee Reports

a. Operations Committee Update

Operations (OPS) Committee Chair Tyler presented a report including the following: 1) Update on 2021/22 Work Plan; 2) Budget preparation; 3) Newly formed Ad Hoc Work Plan Committee and Ad Hoc Budget Committee; 4) Support to Advisory/Technical Committee; 5) OPS Committee meeting scheduled for February 25th; 6) Fire Adaptive Communities and “house out” approach; 7) Timeframes; 8) Upcoming list of projects and programs; 9) Draft Work Plan by the end of April; 10) Evacuation Study Request for Proposal (RFP); 11) Zonehaven kick-off party; 12) Project and program management; 13) Presentation from CalFire on fuel reduction devices.

OPS Chief Tyler answered questions from the Board regarding “house out” projects vs. ember/fuel reduction, things currently being done by the individual agencies, grants for low-income communities, and organizing teams of approved contractors for defensible space work.

b. Advisory/Technical Committee Update

Advisory/Technical Committee Chair Martin presented a report that included the following: 1) Past two meetings; 2) Committee Bylaws; 3) Goal of committee; 4) Work within the five operational areas; 5) Revising the Work Plan applications.

c. FIRESafe Marin Program of Work and Projects Update

OPS Committee member Shortall presented a report that included the following: 1) Monthly Webinars; 2) Workshops; 3) “Get Ready Fifth Grade” Program; 4) Educational materials including brochures and handouts; 5) Support Wildfire Mitigation Specialists; 6) Chipper Day Program.

d. Ingress/Egress Study RFP

Executive Officer Brown presented a report that included the following: 1) A planning and prevention tool; 2) “Hot Spots”; 3) Analysis of Zonehaven.

Executive Officer Brown answered questions about a possible future presentation and timeline for release of the RFP.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

10. MWPA Board of Directors Remote Retreat
 - a. MWPA Staff Report- Retreat Session 2- Vision and Mission Statement Development
 - b. RMM Memo ad Environmental RFP- Staff Report

Ms. Jean Bonander presented a report and discussed the Vision and Mission Statements. She read the Mission Statement and a suggested amendment by Director McMillan. Director Coler suggested an amendment to the Mission Statement.

Ms. Bonander answered questions from the Board.

Mr. Bill Keene presented a report and discussed how to move forward with the goals and values. This included the following: 1) Prevention is the focus; 2) Taking bold steps and actions; 3) Transparency and fiscal responsibility; 4) Work is science driven; 5) Being respectful, inclusive, and open.

Mr. Keene answered questions from the Board.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

The Board made comments about partnerships with respect to the Goals and Values section.

The Board directed staff to work with Ms. Bonander on the document.

11. Informational Items

There were no items.

12. Board Members Request Future Agenda Items

There were no requests.

13. Adjournment- President Goines adjourned the meeting at 4:56 p.m. The next meeting would be held on March 18, 2021.

Respectfully submitted,
Toni DeFrancis,
Recording Secretary