

THE MARIN WILDFIRE PREVENTION AUTHORITY  
BOARD OF DIRECTORS MEETING  
3:00 p.m. Thursday, December 17, 2020  
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), Bruce Goines (Novato Fire), Bill Shea (Marinwood), Cathryn Hilliard (Southern Marin Fire), Leighton Hills (Muir Beach), David Kimball (Bollinas Fire District), Sashi McEntee (Mill Valley), Julie McMillan (Ross), Gabe Paulson (Larkspur), Kate Colin (San Rafael), Bob Ravasio (Corte Madera), Dennis Rodoni (County of Marin), Mark White (Stinson Beach)

Directors Absent: Barry Evergettis (Kentfield Fire), Tom Finn (Sleepy Hollow Fire)

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

3. Agenda Adjustments

There were no adjustments.

4. Open Time for Public Expression

There were no comments.

5. Executive Officer's Report

Executive Officer Brown reported on the following: 1) The Executive Committee meeting; 2) The Finance Committee meeting; 3) The Citizen's Oversight Committee meeting; 4) The Advisory Technical Committee meeting; 5) Ability to receive notification emails for standing committee meetings through the Website; 6) Meeting with Community Media Center of Marin (CMCM); 7) Work with Web developer; 8) Use of Granicus; 9) Work with Southern Marin Fire on FPPC Form 700's; 10) Processing of Senior Exemptions; 11) Grant from Stanford on development of the MWPA.

He answered questions from the Board.

President Goines opened the meeting to public comments.

Mr. Woody Elliott stated many projects need to be done in West Marin and Inverness and he had questions about the grant funding process.

President Goines closed the meeting to public comments.

There were no comments from the Board.

6. Consent Calendar

- a. Acknowledge November 17, 2020 Finance Committee minutes.
- b. Approve November 19, 2020 MWPA Board of Directors Meeting minutes.

President Goines opened the meeting to public comments.

There were no public comments.

President Goines closed the meeting to public comments.

M/s, Hilliard/Paulson, to approve the Consent Calendar as submitted.

Ayes: 15 of 15, 100% of population (through a roll call vote)

7. Chipper Days- Verbal Report

Executive Officer Brown presented the staff report. He noted the next Work Plan will coordinate Chipper Days with the defensible space evaluations.

Executive Officer Brown answered questions from the Board.

President Goines opened the meeting to public comments.

Mr. Stephen Keese agreed with Director Coler's recommendations and stated the statistics should be identified by jurisdictions.

President Goines closed the meeting to public comments.

President Goines made some comments.

8. Update on Environmental Compliance and Request for Proposals for Environmental Consultant Services

Executive Officer Brown presented the staff report. He noted the subcommittee consists of Directors Coler, McMillan, Kimball, McEntee, and President Goines

There were no questions from the Board.

President Goines opened the meeting to public comments.

Ms. Carolyn Longstreth, representing the Fire Environment Resilience Network (FERN) and the California Native Plants Society, asked for an update on the ad hoc committee's views or discussions about CEQA compliance. President Goines noted this was not a decision-making committee but rather a process related committee. He reiterated the MWPA's commitment to full CEQA compliance.

Ms. Barbara Salzman asked if public comment on environmental compliance would occur during the process or after the Board has approved it. Executive Officer Brown stated it would occur through the standard process.

President Goines closed the meeting to public comments.

Director McMillan had a question and made a comment.

#### 9. Mid-Year Budget Report and Adjustments

Executive Officer Brown presented the staff report.

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.

M/s, Rodoni/Burdo, to approve the recommendations from the Finance Committee for the Mid-Year Budget Report and adjustments and the 12-7-20 MWPA Budget Report.

Ayes: 15 of 15, 100% of population (through a roll call vote)

#### 10. Financial Policy Development

Executive Officer Brown presented the staff report.

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 comments from the Board.

M/s, Coler/Kimball, to move forward with the draft working set of policies recommended by the Finance Committee and remand this issue back to the Finance Committee to consider the comments made by the Board. The Finance Committee will report back at a future Board meeting.

Ayes: 15 of 15, 100% of population (through a roll call vote)

Executive Officer Brown noted he received an email from Director Colin indicating her Internet was down and she could no longer participate in the meeting.

## 11. MWPA Position Descriptions- Executive Officer and the Authority to Create the Planning and Program Manager Position.

Executive Officer Brown presented the staff report.

Executive Officer Brown answered questions from the Board.

President Goines opened the meeting to public comments.

Mr. Stephen Keese stated this position would be responsible for grant writing and he asked if the typical 5% to cover the administration of this work would come out of the 10% administrative ceiling.

Ms. Terri Thomas, speaking on behalf of FERN, requested consideration of four changes to the position description. They are advocating for a natural resource management position.

Ms. Belle Cole stated the comments made by Ms. Thomas reflect those of the ESP community. She asked if this position would have support.

Mr. Ron Arlas, former Mayor of Larkspur, was opposed to the requests made by Ms. Thomas. The initial hire should be more of a generalist with a broad scope of abilities.

President Goines closed the meeting to public comments.

There were comments from the Board.

M/s, Kimball/McEntee, to approve the proposal and authorize the Executive Officer to recruit at this salary and, and if he finds this is a challenge, allow him to go to the Executive Committee who would have the authority to act on behalf of the Board to increase the salary range.

Ayes: 13 of 14, 95.8% of population (through a roll call vote)

Noes: Coler

## 12. Board Retreat Planning

Executive Officer Brown presented the staff report. He noted the ad hoc subcommittee consisted of Directors Paulson, McEntee, Kimball, and President Goines. The subcommittee is recommending that the Executive Committee have the authority to approve the budget.

There were no questions from the Board.

President Goines opened the meeting to public comments.

Mr. Ron Arlas asked if the retreat would be noticed as a Public meeting. Executive Officer Brown stated "yes".

President Goines closed the meeting to public comments.

There were comments from the Board.

There was a consensus of the Board to authorize the Executive Committee to approve the budget for the Board Retreat.

### 13. Committee Reports

#### a. Operations Committee Update

Executive Officer Brown presented a report.

There were no questions from the Board.

#### b. FIRESafe Marin Program of Work and Projects Update

Executive Officer Brown presented a report.

There were no questions from the Board.

#### c. Evacuation Route Study

Executive Officer Brown presented a report.

There were no questions from the Board.

President Goines opened the meeting to public comments on the committee reports.

There were no comments.

President Goines closed the meeting to public comments on the committee reports.

There were no comments from the Board.

### 14. Informational Items

There were no informational items.

### 15. Board Member Request Future Agenda Items

There were no requests.

16. Adjournment- President Goines adjourned the meeting at 5:21 p.m. The next meeting will include a remote retreat for the Board of Directors and will be held on Thursday, January 21, 2021 at 10:00 a.m.

Respectfully submitted,

Toni DeFrancis,  
Recording Secretary