

THE MARIN WILDFIRE PREVENTION AUTHORITY
CITIZENS' OVERSIGHT COMMITTEE MEETING
5:30 p.m. Tuesday, January 26, 2021
Via teleconference due to Coronavirus (COVID-19)
MINUTES

1. Call to Order- Chair Minikes called the meeting to order at 5:32 p.m.
2. Roll Call
Committee members – In Attendance: Kingston Cole, Larry Minikes, Stephen Keese, Lucy Dilworth, Rebecca Suggs, Pat Randolph, Larry Chu, Max Perrey, Carolyn Longstreth
Staff in Attendance: Executive Officer Mark Brown

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) Board of Director Retreat; 2) Board Approval of the implementation of Zonehaven; 3) Next week's Executive Committee meeting; 4) Request for Proposals (RFP) for environmental consulting firm; 5) 2021/22 Work Plan; 6) Response to Grand Jury Report regarding evacuations; 7) Upcoming Finance Committee meeting; 8) Purchasing Policies; 9) Budget Planning for Fiscal Year 2020/21; 10) Upcoming Operations Committee meeting; 11) Upcoming Advisory Technical Committee meeting; 12) Recruitment for Planning and Program Manager position.

Executive Officer Brown answered questions from the committee.

6. Approval of Minutes from December 1, 2020, December 29, 2020, and January 13, 2021 COC meetings.

M/s, Keese/Cole, motion to approve the minutes from December 29, 2020 and January 13, 2021 as submitted and with a correction to the December 1, 2020 minutes.

Ayes: All

7. Policies and Procedures/Code of Conduct

Executive Officer Brown presented a staff report. He asked the COC to create an ad hoc subcommittee.

The Bylaws Subcommittee members answered questions from the COC.

Chair Minikes opened the meeting to public comments.

There were no comments.

Chair Minikes closed the meeting to public comments.

The COC members provided comments.

The Bylaws Subcommittee members volunteered to serve on this subcommittee along with Chair Minikes. Bylaws Subcommittee member Suggs stated she would give up her seat to Chair Minikes.

M/s, Keese/Cole, motion to form a Policies and Procedures Ad Hoc Subcommittee focused on developing policies and procedures and generating a Code of Conduct for the COC. The subcommittee shall consist of current Bylaws Subcommittee members, substituting Chair Minikes for subcommittee member Suggs.

Ayes: Cole, Keese, Dilworth, Suggs, Randolph, Chu, Perrey, Chair Minikes

Noes: Longstreth

8. Monitoring Assignments for Partner Agencies and Entities

Committee member Cole asked the COC to form a subcommittee to investigate the MWPA and ESP partnership and other environmental entities participating in the MWPA's decision making process to ensure full disclosure. He discussed his concerns and recommendations.

Committee member Cole answered questions from the COC.

Chair Minikes opened the meeting to public comments.

Ms. Belle Cole stated she has been associated with the ESP from the beginning and could answer questions. Environment and climate issues should be an intrinsic consideration of actions by the MWPA. She briefly discussed the three committees that were formed- vegetation management, defensible space, and carbon management. She asked about the purpose of the proposed subcommittee.

Committee member Cole responded.

Chair Minikes closed the meeting to public comments.

The COC members provided comments.

M/s, Chu/Perrey, motion to create an ad hoc committee of the COC to create guidelines to ensure there is adequate transparency in the relationships between our partnering agencies and entities.

Ayes: All

9. Proposed Citizens' Oversight Committee Bylaws Review

Committee member Perrey presented a report. The Bylaws Subcommittee made changes in response to the comments made at the last meeting.

Chair Minikes responded to the letter he sent to the COC.

The COC members provided comments about the role of the COC.

Chair Minikes opened the meeting to public comments.

Mr. Bruce Bartel stated this is a Citizen's Oversight Committee vs. a Citizens' Advisory Committee and they should "oversee". The committee should have a voice but not a vote and should be allowed to ask questions.

Chair Minikes closed the meeting to public comments.

Committee member Suggs discussed Article 5.

The COC members had questions and provided comments.

Chair Minikes opened the meeting to public comments.

Mr. Bruce Bartel stated the document could simply refer to "monthly meetings" and they do not need to get tied down to particular days and times. It is a mistake to refer to Government Code Section 54956 and he recommended referring to Section 54950 (covering all the Brown Act provisions).

Chair Minikes closed the meeting to public comments.

Committee member Suggs discussed Article 6.

The COC members had questions and provided comments.

Chair Minikes opened the meeting to public comments.

There were no comments.

Chair Minikes closed the meeting to public comments.

Committee member Suggs discussed Article 7.

The COC members had questions and provided comments.

Chair Minikes opened the meeting to public comments.

There were no comments.

Chair Minikes closed the meeting to public comments.

Committee member Randolph discussed Article 8.

The COC members had questions and provided comments.

Chair Minikes opened the meeting to public comments.

There were no comments.

Chair Minikes closed the meeting to public comments.

Committee member Randolph discussed Article 9.

The COC members had questions and provided comments.

Chair Minikes opened the meeting to public comments.

There were no comments.

Chair Minikes closed the meeting to public comments.

Committee member Randolph discussed Article 10.

The COC members had questions and provided comments.

Chair Minikes opened the meeting to public comments.

Mr. Bruce Bartel asked if membership terms were covered. It appears that two members will be on for seven of the ten years Executive Officer Brown stated this was discussed at the January 13, 2021 COC meeting.

Chair Minikes closed the meeting to public comments.

Committee member Randolph stated the Bylaws Subcommittee will probably be meeting this weekend and she asked COC members to get comments to Executive Director Brown by Thursday afternoon.

10. Informational Items

There were no comments.

11. COC Members Request Future Agenda Items

Committee member Chu stated they need to discuss the topic of rules and responsibilities of the COC.

Committee member Longstreth asked Executive Officer Brown to report on his vision of COC tasks at the next meeting.

Chair Minikes stated he would like to get some direction from the MWPA Board on how they see the COC interfacing with the other committees.

Committee member Dilworth asked if the COC tab on the Website could be made interactive and allow citizens to communicate with the COC. Executive Officer Brown stated he was planning on asking the Executive Committee to get a new Website that is more interactive.

12. Adjournment- Chair Minikes adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary