



**KENSINGTON FIRE PROTECTION DISTRICT**  
**2024-2025 Emergency Preparedness Committee Work Plan**  
**Emergency Preparedness Committee**  
**August 22, 2024 Meeting**

Approved by KFPD Board of Directors on June 19, 2024

Planned Projects	Lead Member	Questions/ Resources Needed	Action Steps	Status Reporting
1. Develop and distribute the Evacuation Plan package to all residences.	Moss	<ul style="list-style-type: none"> <li>• Board approval of design and distribution</li> </ul>	<ul style="list-style-type: none"> <li>• Bring to the April board meeting - DONE</li> <li>• National Night Out/Block Parties – emphasize importance</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Distribution of information has been completed</i></li> </ul>
2. Assist in developing a good relationship and planning with East Bay Regional Park District to address fire concerns with Tilden Park.		<ul style="list-style-type: none"> <li>• What would a coordinated effort by KFPD look like?</li> </ul>	<ul style="list-style-type: none"> <li>• Develop questions and talking points for the Board/Staff for collaboration.</li> <li>• <i>Understand boundaries/responsibilities of Kensington.</i></li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
3. Establish a small subcommittee to interact with the Emergency Preparedness Committee, the Fire Chief, and the Police Chief to determine what form of CERT Kensington can build now given resources and capabilities that can evolve over time.		<ul style="list-style-type: none"> <li>• Local CERT classes</li> <li>• Integration of municipal services</li> <li>• Reaching out to volunteers</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a plan</li> <li>• Bring plan to EPC</li> <li>• Present to BOD</li> <li>• Target event for May</li> </ul>	<ul style="list-style-type: none"> <li>• <i>EC Fire is planning training (details by mid-August).</i></li> </ul>
4. Develop and promote specific action items for House Hardening to citizens (e.g. fire screens, etc.)	Madugo Bevington	<ul style="list-style-type: none"> <li>• Develop information</li> </ul>	<ul style="list-style-type: none"> <li>• Develop information</li> <li>• Distribute via Spring Fire Plug and District website</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
5. Determine next steps for Long Range Acoustic Devices (LRADs).		<ul style="list-style-type: none"> <li>• Funding, grant writing</li> <li>• Cellular network concerns</li> </ul>	<ul style="list-style-type: none"> <li>• Assess funding/cellular</li> <li>• Bring back to EPC</li> <li>• Coordinate with KPD</li> <li>• Grand Jury BOD Resolution</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

6. Develop volunteer program guide/resources. <i>(The District should develop a BOD policy to cover volunteer activities).</i>		<ul style="list-style-type: none"> <li>● Consult with district counsel</li> <li>● Confirm insurance requirements</li> </ul>	<ul style="list-style-type: none"> <li>● Develop policy (GM) for BOD Approval</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
7. Assess the feasibility for an evacuation drill or tabletop exercise in coordination with the Fire Chief and Police Chief.		<ul style="list-style-type: none"> <li>● Does Kensington have the resources for this?</li> <li>● Test message drill?</li> </ul>	<ul style="list-style-type: none"> <li>● Determine resources</li> <li>● Potential for once PD has resources</li> </ul>	<ul style="list-style-type: none"> <li>● <i>No drill planned for this year.</i></li> </ul>