



KENSINGTON FIRE PROTECTION DISTRICT
EMERGENCY PREPAREDNESS COMMITTEE SPECIAL MEETING
MINUTES

DATE/TIME: May 23, 2024, 4:00PM

LOCATION: Kensington Community Center, 59 Arlington Avenue, Kensington (and hybrid)

PRESENT: Directors: President Daniel Levine, Director Danielle Madugo
Public Members: Katie Gluck, Adrienne Johnson,
Paul Moss, David Spath, Lisa Caronna
Staff: Interim GM Tim Barry, Board Clerk Rina Ly
Consultant: Emergency Preparedness Coordinator Johnny Valenzuela
Absent: Peter Liddell, Douglas Bevington

1) CALL TO ORDER/ROLL CALL (00:00:25)

President Levine called the special meeting to order at 4:09pm and confirmed the roll call.

2) PUBLIC COMMENT (00:01:00)

There was no public comment.

Paul Moss commented on the confusion of what number to call in a case of an emergency and to clarify to the community to call 911 instead of the local number used in the past. He and Johnny Valenzuela also commented on possible fire training.

3) ADOPTION OF CONSENT ITEMS (00:08:37)

Minutes of the April 25, 2024 Emergency Preparedness Meeting were not available at the time of the meeting and will be in June's meeting for approval.

There was no public comment.

4) OLD BUSINESS

a) Draft Work Plan (00:08:50)

The committee discussed the item. The work plan is still in draft form and has not been voted on by the board.

There was no public comment.

b) Communication with East Bay Regional Park District (00:19:34)

Interim GM Tim Barry presented a report on the presentation by East Bay Regional Park District related to Tilden Park and fire prevention. The committee discussed the item. Recommendations included:

- Review jurisdictional areas to have a clearer understanding of where the district boundaries are.
- Gather volunteers in the district, to contribute in various activities East Bay Regional Park District may need

There was no public comment.

5) NEW BUSINESS (00:42:00)

a) Review of the 2024-2025 goals for the Emergency Preparedness Coordinator - Valenzuela (supporting documents)

EP Coordinator Valenzuela presented the proposed work plan and goals based on the 2024-2025 Draft Plan. The committee discussed the item. Recommendations include:

- Prioritize and add key performance indicators including deliverables for the Emergency Preparedness Coordinator for each item in the work plan.

MOTION: M/s Levine/Caroona: Motion to extend the meeting for 30 minutes to 5:45pm.

VOTE:

Ayes: Bevington, Caroona, Levine, Liddel, Madugo, Moss, and Spath

Nays:

Absent: Liddell, Bevington

Motion passed 7-0-2

Video Time Stamped: 01:03:40

There was no public comment.

6) EMERGENCY PREPAREDNESS COORDINATOR'S REPORT (01:28:14)

EPC Valenzuela presented the report including a presentation. He highlighted community engagement events, district communications/publications, and initiatives/deliverables. The committee discussed the item.

Director Madugo commented on the replating program in the EPC's work plan.

MOTION: M/s Madugo/Spath: Motion to change the replating grant to a removal grant with specifics to be added for additional approval later.
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VOTE:

Ayes: Bevington, Caroona, Levine, Liddel, Madugo, Moss, and Spath

Nays:

Absent: Liddell, Bevington

Motion passed 7-0-2

Video Time Stamped: 01:34:00

There was no public comment.

7) REPORTS FROM COMMITTEE MEMBERS (01:34:45)

Director Madugo will provide a map of the properties for the next committee meeting.

There was no additional public comment.

8) ADJOURNMENT: President Levine adjourned the meeting at 5:45 p.m.

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District will be held on June 27, 2024 at 4:00pm in person (Committee members) at the Kensington Community Center with hybrid option for attendees (guest speakers, public), unless noticed otherwise per the Brown Act.

MINUTES PREPARED BY: Rina Ly and Mary Morris-Mayorga

These minutes were approved at the Emergency Preparedness Committee Meeting of the Kensington Fire Protection District on June 27, 2024.

Attest: _____
Emergency Preparedness Committee Member