

## MINUTES

### BOARD OF COMMISSIONERS MEETING

NOVEMBER 17, 2020

HELD VIA TELECONFERENCE – ZOOM MEETING ID 999-1807-3549

0900 HOURS

The agenda for this meeting was posted in front of the Fire Station at 14380 Saratoga Avenue at 1700 hours on November 10, 2020, pursuant to Government Code Section 54954.2 (more commonly known as the Brown Act).

**NOTE: This meeting was conducted entirely by teleconference. All Fire Commissioners and staff will participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the Governor's Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.**

Members of the public can view and participate in the meeting by either using Zoom or calling in to the meeting. Please raising your hand to speak on an agenda item or press \*9 on the phone.

Meeting ID: 999-1807-3549

Password: 284468

One tap mobile

1-669-900-6833 (San Jose)

#### 1. **Call to Order:**

The meeting was called to order by Commissioner Zambetti at 0920 hours. Commissioner Long was absent and Commissioner Kraule was late due to Zoom issues. In attendance by Zoom were Deputy Chief Linney, Support Services Manager Snow, Santa Clara County FireSafe Council Chief Executive Officer Schalet and President Smullen, Yoriko Kishimoto, and Attorney Hynes.

#### 2. **Approval of the minutes.**

##### 2.1 Approval of the minutes of the regular Board Meeting on October 19, 2020.

The minutes of the October 20, 2020 meeting were approved as presented.

### **3. Communications:**

#### 3.1 Oral communications or public comment.

Yoriko Kishimoto introduced herself. The current Special Districts Association representative to LAFCO is retiring and Ms. Kishimoto is running for the position. She would like the District's support. The next LAFCO meeting is December 2, 2020 and the issue of consolidation of fire districts will be discussed.

#### 3.2 Correspondence.

##### 3.2.1 Copy of the Response Report for October 2020.

The Response Report was entered into the record.

##### 3.2.2 Copy of the Deputy Fire Marshal's report for October 2020.

The Deputy Fire Marshal's Report was entered into the record.

##### 3.2.3 Series of emails from Meredith Overstreet the Customer Experience Operations Manager for AAA Smart Home which is the new owner of the EWAS monitoring station. The topic is agendized under "New Business."

The emails were entered into the record.

#### 3.3 Additional Correspondence.

##### 3.3.1 An email complaining of a leaking fire hydrant on Marshall Lane was received on November 14<sup>th</sup>.

The email was entered into the record and will be forwarded to Chief Linney.

##### 3.3.2 A Certificate of Acceptance was received from Caltrans for the property the District purchased.

The certificate was entered into the record and needs to be signed by Commissioner Long.

### **4 Chief's Reports:**

#### 4.1 Response Report for October. (The Response Report describes the type and time of each response for the previous month.)

Chief Linney presented the Response Report. Response times for urban code 3 calls for E73 and R73 were 4.43 and 5.87 minutes respectively. Response time for rural code 3 calls for E73 and R73 were 6.75 and 7.1 minutes respectively. There was a \$2,200,000.00 fire loss due to a structure fire on Bonnie Brae. The fire is under investigation. The report was accepted as presented.

- 4.2 Deputy Fire Marshal's Report for October. (The Deputy Fire Marshal's Report describes any significant building projects in the previous month.)

Chief Linney presented the Deputy Fire Marshal's report. There were more projects this October than last October. Most projects were residential in nature. The report was accepted as presented.

- 4.3 Other projects/reports.

- 4.3.1 Report on Interrupter project.

Support Services Manager Snow reported that work should be started by November 30, 2020 and will take two weeks. The report was accepted as presented.

- 4.3.2 Report on upstairs remodeling project.

Support Services Manager Snow reported that a bid had been received for \$121,343.00. With contingency added the project is not to exceed \$140,000. When the floor is open, the board will be notified so the status of the floor drains can be checked by the board. Once the condition of the drains is determined, the board can decide (at a board meeting) if repairs are warranted. The report was accepted as presented.

## 5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Dede Smullen introduced the FireSafe Council's new Chief Executive Officer Schalet. Coordination of the District's dead tree program with the city's tree removal program was discussed. The possibility of expanding the chipping program to two times per year was also discussed. The report was accepted as presented.

- 5.1.2 Report on the Santa Clara County Special Districts Association. None.

- 5.1.3 Other Commissioner Reports. None

- 5.2 Financial reports.

### 5.2.1 Financial Report for October 2020.

The financial report was accepted as presented.

5.3 Other Reports. None.

6. **Old Business:**

7. **New Business:**

7.1 Discuss and consider problems with the new EWAS monitoring station owner.  
Tabled.

7.2 Discuss and consider replacing some of the dead plants in front of the station.

After discussion, the board voted unanimously to reimburse the firefighters for the cost of the replacement plants.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1000 hours. The minutes were transcribed and typed by Trina Whitley.