



KENSINGTON FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE EMERGENCY PREPAREDNESS COMMITTEE

AGENDA

Thursday, October 24, 2024, 4:00 p.m.- 6:00 p.m.
Kensington Community Center - Meeting Room 3,
59 Arlington Avenue, Kensington, CA 94707 (and hybrid)

How to Submit Public Comments:

Prior to the meeting: Members of the public may submit public comment by emailing the Chair and Board Clerk by emailing: public.comment@kensingtonfire.org by 11:00am the day of the meeting. Such comments will be noted as received and their contents orally summarized; however, if you attend the meeting, you will need to make your comment during the meeting.

During the meeting: Public comment will be taken on each agenda item, and comment on issues not on the agenda will be taken at the beginning of the meeting (*regular meetings only*). Members of the public who attend the meeting either in-person or via Zoom are allowed to provide public comment verbally with a maximum allowance of 3 minutes per individual comment, subject to the Chair's discretion. Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair, except that public speakers using interpretation assistance will be allowed to testify for twice the amount of the public testimony time limit (California Government Code section 54954.3(a)).

In-person: At points in the meeting when the meeting chair requests public comment, members of the public participating in-person can simply raise their hand to be recognized.

Via Zoom: If participating via internet, please click the "raise hand" feature located within the Zoom application screen. If connected via telephone, please dial "*9" (star, nine).

Accommodations: To enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1), if you need special assistance to participate, please email public.comment@kensingtonfire.org 48 hours prior to the meeting.

Agenda and supplemental materials: This agenda is available on the KFPD website under the relevant meeting date: <https://www.kensingtonfire.org/emergency-preparedness-committee>. Please note that supplemental materials will be posted on the website with the agenda as soon as they are available prior to the meeting. Additional information and/or materials may be presented at the meeting itself.

PLEASE NOTE: The District will use Zoom to allow virtual access to this meeting. This additional means of access is provided as a courtesy to the public and is not required by law. The meeting will continue to be conducted at the physical address provided above regardless of any interruption or failure of the Zoom transmission.

Hybrid Meeting Option Internet Address:

<https://us06web.zoom.us/j/85150861972?pwd=bbSSan5KltjFbd9MAY41iMuSqvH4RB.1>

Telephone Access:

(669) 444-9171 or (719) 359-4580 or (253) 205-0468

Zoom Webinar ID: 851 5086 1972

Passcode: 112233

1. CALL TO ORDER/ROLL CALL

Directors: President Levine, Vice President Danielle Madugo
Public Members: Douglas Bevington, Lisa Caronna, Katie Gluck, Adrienne Johnson, Peter Liddell, Paul Moss, David Spath
Staff: General Manager Mary Morris-Mayorga
Consultant: Emergency Preparedness Coordinator Johnny Valenzuela

2. PUBLIC COMMENT

Under "Public Comment," the public may address the Committee on any subject not listed on the agenda. Please address your comments to the Committee and not to staff and/or the audience. Each speaker may address the Committee once under Public Comment for a limit of three minutes. The public will be given an opportunity to speak on each agenda item and once the public comment portion of any item on this agenda has been closed by the Committee, no further comment from the public will be permitted unless authorized by the Committee. The Committee cannot act on items not listed on the agenda and, therefore, cannot respond to non-agenda issues brought up under Public Comment other than to provide general information. Committee members will also have an opportunity to comment on items not on the agenda.

3. ADOPTION OF CONSENT ITEMS

a. Approval of Minutes of the EPC regular meeting on 09/26/2024 (Supporting Material)

4. PRESENTATION

a. The Role of Kensington Amateur Radio Organization (KARO) During Emergencies
– Annette McCoubrey
Action = Presentation, discussion

5. OLD BUSINESS

a. Resolution Draft for November Board Meeting on Report of 2023-2024 Contra Costa County Civil Grand Jury: The CCC Community Warning System – Morris-Mayorga (Supporting Material)
Action = Discussion and direction

b. Report back on discussions related to potential parking changes – Morris-Mayorga
Action = Discussion, direction, and motion

6. NEW BUSINESS

a. Reschedule November and December EPC Meetings – Morris-Mayorga (Supporting Material)
November and December meetings fall on Thanksgiving and the day after Christmas, respectively, so should be rescheduled. In the past one special meeting has been halfway between the two.
Action = Discussion, direction, and motion

b. Discussion regarding incidents and communication (e.g. gas leaks, pre-evacuation advisories, protocols for weather events); what's working, where can there be improvement/education – Madugo
Action = Discussion, direction, and motion

c. Review Emergency Preparedness Committee Member Application – Morris-Mayorga (Supporting Material)
Action = Discussion, direction, and motion

7. EMERGENCY PREPAREDNESS COORDINATOR'S REPORT – Valenzuela

8. FUTURE AGENDA ITEMS

The list of future agenda items discussed during the meeting will be summarized here.

9. ADJOURNMENT

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District is scheduled for November 28, 2024 (*change pending*) 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.



KENSINGTON FIRE PROTECTION DISTRICT
EMERGENCY PREPAREDNESS COMMITTEE
REGULAR MEETING MINUTES

DATE/TIME: September 26, 2024, 4:00PM

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

PRESENT: Directors: President Daniel Levine, Vice President Danielle Madugo
 Public Members: Douglas Bevington, Lisa Caronna, Katie Gluck, Adrienne Johnson, Paul Moss, David Spath
 Staff: General Manager Mary Morris-Mayorga
 Consultant: Emergency Preparedness Coordinator Johnny Valenzuela

ABSENT: Public Members: Peter Liddell

1. CALL TO ORDER/ROLL CALL

Vice President Levine called the regular meeting to order at 4:09 p.m. and confirmed roll call.

Moved/Seconded: Madugo/Levine **Action:** Approved remote attendance of Douglas Bevington for Just Cause **Ayes:** Caronna, Gluck, Johnson, Levine, Madugo, Moss, Spath
Noes: None **Abstain:** None **Absent:** Liddell

Video Time Stamped: 00:02:34

2. PUBLIC COMMENT (00:03:27)

3. ADOPTION OF CONSENT ITEMS (00:12:12)

a. **Approval of Minutes** EPC regular meeting: 08/22/2024

Moved/Seconded: Caronna/Spath **Action:** Approved minutes of the 8/22/2024 meeting
Ayes: Bevington, Caronna, Gluck, Johnson, Levine, Madugo, Moss, Spath **Noes:** None
Abstain: None **Absent:** Liddell

Video Time Stamped: 00:12:32

4. PRESENTATION (00:13:18)

a. **Communications, repeaters, and mesh networking**

Katie Calvert of Squishy Robotics presented this item.

5. OLD BUSINESS (00:55:23)

a. **Report back on discussions related to potential parking changes**

GM Morris-Mayorga reported back that there is no formal agreement; however, will be talking more with KPPCSD Interim GM David Aranda. It was recommended that residents speak with one another to address first.

6. NEW BUSINESS (01:16:18)

a. **Review Responses to the Report of 2023-2024 Contra Costa County Civil Grand Jury: The CCC Community Warning System (01:16:18)**

Moved/Seconded: Caronna/Levine **Action:** Approved drafting a Board resolution stating that CWS is very important, a critical part of keeping residents informed, and would like the County to ensure CWS is efficient with as many residents signed up as possible **Ayes:** Spath, Caronna, Madugo, Levine, Gluck, Johnson, Moss, Bevington **Noes:** None **Abstain:** None **Absent:** Liddell

Video Time Stamped: 01:22:52

b. Nixle Usage (01:26:43)

Moved/Seconded: Madugo/Levine **Action:** Approved extending the meeting to 6:15pm **Ayes:** Spath, Caronna, Madugo, Levine, Gluck, Johnson, Moss, Bevington **Noes:** None **Abstain:** None **Absent:** Liddell

Video Time Stamped: 01:51:14

7. EMERGENCY PREPAREDNESS COORDINATOR'S REPORT (01:52:27)

8. FUTURE AGENDA ITEMS (01:58:52)

GM Morris-Mayorga will follow up with KPPCSD IGM Aranda on what can be done on parking, CWS resolution for October Board Regular Meeting (moved to November), and any updates on Nixle.

9. ADJOURNMENT: President Levine adjourned the meeting at 6:08 p.m.

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District will be held on October 24, 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: Mary Morris-Mayorga

These minutes were approved at the Emergency Preparedness Committee Meeting of the Kensington Fire Protection District on October 24, 2024.

Attest: _____
Emergency Preparedness Committee Member



RESOLUTION 2024-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF THE KENSINGTON FIRE PROTECTION DISTRICT SUPPORTING FINDINGS AND RECOMMENDATIONS IN THE REPORT OF 2023-2024 CONTRA COSTA COUNTY CIVIL GRAND JURY: THE CCC COMMUNITY WARNING SYSTEM

WHEREAS, the Kensington Fire Protection District is a special district organized under the laws of the State of California and includes within its jurisdiction all properties in the unincorporated portion of the community of Kensington; and

WHEREAS, the Kensington Fire Protection District's mission is to provide the highest level of service to Kensington in order to protect the lives, property, and environment of the community from the disastrous effects of fires, medical emergencies, natural disasters, and other hazardous conditions; and

WHEREAS, the Kensington Fire Protection District's Emergency Preparedness Committee reviewed The Report Of 2023-2024 Contra Costa County Civil Grand Jury: The CCC Community Warning System (CWS) including responses by the County Board of Supervisors and Sheriff's Office, and recommends the Board of Directors convey to the County that CWS is important and a critical part of keeping residents informed.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby recognizes that CWS is very important as a critical part of keeping residents informed and would like the County Board of Supervisors to make every effort to ensure CWS is effective with as many residents registered as possible.

The foregoing resolution was duly adopted at a regular meeting of the Kensington Fire Protection District on the XX day of _____ 2024 by the following vote of the Board.

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

Daniel Levine, President

Dean Richard Artis, Secretary



KENSINGTON FIRE PROTECTION DISTRICT

2024 Board and Committee Meeting Schedule

Board of Directors

Meets on the third Wednesday of each month at 7:00pm in the Kensington Community Center, 59 Arlington Avenue

Emergency Preparedness Committee

Meets on the fourth Thursday of each month at 4:00pm in the Kensington Community Center, 59 Arlington Avenue

Finance Committee

Typically meets four times per year in the Kensington Community Center, 59 Arlington Avenue, with dates scheduled once agenda items are determined.

The meeting schedule for 2024 is listed below with additional meetings scheduled as determined by the Board and/or Committee:

Board of Directors	Emergency Preparedness Committee
January 17	January 25
February 21	February 22
March 20	March 28
April 17	April 25
May 15	May 23
June 19	June 27
July 17	July 25
August 21	August 22
September 18	September 26
October 16	October 24
November 20	November 28 (<i>Thanksgiving-reschedule</i>)
December 18	December 26



KENSINGTON FIRE PROTECTION DISTRICT

Application to Serve on the KFPD EMERGENCY PREPAREDNESS COMMITTEE

Name: Don Dommer Date: 10/21/2024

(Please do not supply private contact information; this document is accessible to the public.)

- I am a Kensington resident aged 18 or over

Areas of interest (check all that apply):

- Evacuation preparation
- Emergency notification (remote sensing/cameras, sirens, cell towers, radios, phones)
- Path ownership, clearing, etc.
- Articulation with other agencies (County, Parks, FireSafe Councils, other towns)
- Hazard mitigation (education about hazardous plants, house-hardening, etc.)
- CERT training and network formation
- Development of FireSafe neighborhood designations
- Public education about emergency preparedness and other topics
- Other: _____

Please explain your experience AND current efforts in your areas of interest :

Twenty-five years as a member of the Kensington FireProtection Board. I wish to remain involved and contribute to ongoing District business.

If named to the Committee, what would be your goals and objectives for your first year?

Continue to bring my experience as needed in various areas.

Thanks for your interest. Applications will be considered on a continuous basis and/or as the need arises. Committee size is limited. Please email your application to fire@kensingtonfire.org.