



Wildfire Prevention District (WPAD)
Advisory Board Meeting
Thursday, December 8, 2005 - 7:00 p.m.
Trudeau Training Center
11500 Skyline Boulevard, Oakland, CA

Ken Benson, Chair; Robert Sieben, Vice Chair; Carol Bernau; Susan Burnett; Barbara Goldenberg; Tamia Marg; Gordon Piper; Ernest A. Robinson III; Allene Warren; Carl Hackney

Minutes

- I. **Call to Order** – Ken Benson, Committee Chair
Meeting was called to order at 7:02 p.m.
- II. **Roll Call** – Ken Benson, Committee Chair
Present: Bob Sieben, Susan Burnett, Allene Warren, Barbara Goldenberg, Gordon Piper, Ken Benson, AFM Leroy Griffin, Kristine Shaff
Excused: Ernie Robinson, Tamia Marg **Absent:** Carol Bernau, Carl Hackney
- III. **Public Comment**
 - Roger Brett – Montclair West Neighborhood Asso. – Provided a status report on the tree removal project, working with AFM Griffin. A notification letter has been sent all neighbors. A private/public partnership letter of agreement for future maintenance of the location has been drafted. The final contract is being presented and work should begin mid-January. They met with the Mitch Thompson and will begin scoping the second, more difficult site.
 - Karen Paulsell – Friends of Sausal Creek – Good news is that the Fire Prevention Bureau (FPB) is doing a good job to work on controlling the erosion in Peralta Creek after the contractor botched the job in the creek. It is very hard to understand how and where the project originally went wrong. The question is did the information from the Inspector and from the Creeks division staff not get to the contractor? AFM Griffin responded, explaining that the original request from the neighbors was inspected by staff along with the Creeks division staff and a set of recommendations was decided upon. The contract was drawn up correctly. The contractor (EBCC) did the work correctly. Then, the EBCC supervisor who had been interrupted from the job came back and thought the work had not been done, and so re-assigned the crew to do additional work (which was far beyond what the contract stated. Staff has met with EBCC and is being very thorough with the kinds of work and the kinds of contracts they are being assigned.
 - John Bouey – Piedmont Pines Neighborhood Asso. – Skyline looks better than it has in the 30 years he has lived there. Thanks for a very good job, and the hope is that next year the work can be done earlier in the season.
 - Andy Miloslavich – Following up on the information presented at the last Board meeting regarding the automatic gas shut off valve, the Board had agreed to review the idea. Chair Benson requested staff to look into the issue and bring it forward as new business in an upcoming Board meeting. Also to do some research with CORE, the fire code, and maybe to invite PG& E to a future session to discuss it further.

IV. Approval of Minutes

- November 10, 2005 minutes – Board voted unanimously to accept the minutes. Discussion of level of detail in announcements was resolved by having Board members with announcements to include them in Public Comment.

V. Vegetation Management Staff Report

- An “After Action” end of year report is being prepared by staff and will be presented in January so that recommendations can be in place for the new season.
- Inspections on private property were completed and now staff is focused on out of compliance properties. Approximately 50 contracts have been set in motion so far, and it is expected many of them will do their own work before the contractors actually get to their property, as often happens.
- Chipping is still ongoing and is well received. Will need additional advertising and education so that more people use it, and use it according to the specifications.
- Inspector Crudele presented a review of the citation program for parking issues now that all inspectors can write parking tickets as secondary support to those staff in Police and Parking Enforcement whose primary responsibility it is. Inspector Crudele provided a written report and a summary of the results so far, which includes additional presence in the hills, a focus on parking issues, and additional awareness/re-education of the fire risk since there are many officers out there who were not around at the ‘91 fire. The construction permitting process has also been updated to include additional language on parking and appropriate fire safety. The very best course of action for citizens is to go to www.oaklandnet.com, then click on “Report a Problem.” (<http://www.oaklandnet.com/oakshines/HTML/report2.cfm>) There are many options and the information is forwarded directly to the proper responding department.
- Crudele also gave an update on the partnership with Cal Trans: they are continuing their regular schedule of meetings and are currently continuing the work on a list of 10 parcels along Highway 13. Because of the work over the past season, Cal Trans now has a matrix of all their property in the WPAD and they are finalizing the work schedule for next year. Cal Trans is now more aware of the issues and concerns related to fire danger and have a plan with funds to implement it. There may be some larger tree work projects if additional funding becomes available. They have already scheduled the goats and are working with CDF on other areas. The Board offered accolades (even some applause!) to Inspector Crudele and the entire FPB staff for making this a successful partnership with substantially better results than ever before. Cal Trans has been effective in addressing the issues and completing work on the identified sites.
- The EBCC contract is up for renewal at this time and there has been concern as to their level of expertise on certain kinds of work scopes.

VI. Advisory Board Committee Reports

- Kristine reported out for the Community groups outreach committee (Barbara and Carol). They met to brainstorm options for beneficial and successful activities. Will meet again to refine and choose, then will bring to Board.

VII. Presentations – none scheduled

Note: One Board member had to leave early and it had been expected that another Board member would have arrived by this time, but he didn't, so a quorum no longer existed.

VIII. **New Business**

- Chair Benson made the formal announcement of Ben Fay's resignation from the WPAD Board due to his other pressing responsibilities. The Board deeply thanks Ben and knows his shoes will be hard to fill. Ben will be truly missed for his active participation as the Treasurer and his involvement in many issues.

Thank You Ben Fay.

- Ken announced that attendance at Board meetings has become an issue that needs to be addressed. Regular attendance and active participation are expected. If members know ahead of time they will not be able to attend, please let the Chair, staff (Kristine Shaff) and your City Council member know and please provide a non-voting representative in your place.
 - Ken went on to explain that Carl Hackney is one WPAD member who has not been present or active in many months and it is time to bring this to the attention of the City Council.
 - Ken did speak with Carl about tonight's meeting and Carl thought he would be able to arrive late (as he was hosting another activity at his home for another Hospital Board he serves on) but he did not arrive.
 - Leroy said he would contact Desley Brooks and Susan said she already had contact with Desley, and that Desley is looking for another representative.
 - Ken reported that while we all work as volunteers, we do have responsibilities to uphold and that the City policy on record states (though rarely enforced) that a board or commission member who has three or more unexcused absences has forfeited their position.
- Ken asked if there were any current members who would like to take over the role of Treasurer and Susan Burnett volunteered. The Board also thought it would be good to have a back up person in the role and Barbara said she would consider it after the Vegetation Management committee is finished. A vote will need to be held at the next meeting when there is a quorum.
- Ken asked Susan to work with staff to present a monthly budget report in January.
- Leroy reminded the Board that the City works on the mid-cycle budget changes and updates starting in January, for approval in June, and if we need to make any line item changes, now is the time.
- Leroy reported that the Fire Department fiscal staff met with the auditors for a preliminary meeting now that the contract has been signed and that the annual audit will take place in February, after the consultants finish with the Measure DD audit. Staff has begun to prepare materials needed. The auditors will be asked to present a report at a future board meeting.
- Gordon reported that he is working with Public Works Agency on a proposal for funds from Measure DD to do vegetation management on the creek area in North Sports Field.
- Gordon reported that he attended the 4th Bore Coalition meeting. There may be a chance for the City to be involved in the fire safety recommendations of the area.
- Gordon asked if it was possible to do something about strengthening the enforcement standard for large parcels and that possibly the requirement for a perimeter cut may not be adequate in some cases. Leroy responded that the

Vegetation Management plan should address the issue of prescribed treatment based on type of property, topography and specifics of the location.

IX. Vegetation Management Plan

- Barbara Goldenberg (as appointed by Chair Ernie Robinson) reported that the Vegetation Management Plan (VMP) committee has worked on the draft overview/outline. The draft outline will be presented at the January Board meeting for comments and public input. Originally the proposal was to present to Public Safety Committee in January which has turned out to be much too optimistic and ambitious an expectation, as the team uncovers how huge this project is. The team is working well together and everyone is very active. Next meeting is December 14, 2005 from 8:30 to 10:00 a.m. at the Fire Admin at 150 Frank Ogawa Plaza, 3rd floor.

X. Old Business

- “Strategic Objectives” were reviewed and updated. Please see attachment for changes for the coming six month period. A lot has been accomplished so far. Most remaining items need to be revisited and possible revision because of lessons learned thus far. Ken summarized that the Board’s role and responsibility is advisory, that it is not meant to set policy, but can lead to a change on policy because of influence with Council.
- Kristine reported on the proposed Wildfire Prevention Day. The vote will need to occur at next meeting. (Note: Pat Mossburg was in audience, but was not introduced because we did not know her. She recommends a resolution rather than a proclamation because a resolution requires signatures of all council members.)

XI. Public Comments

- Next meeting is January 26, 2006

XII. Adjournment: 8:50 p.m.