

**FAIRVIEW FIRE PROTECTION DISTRICT SPECIAL
BOARD MEETING MINUTES
MONDAY, JANUARY 30, 2023, 7:00 PM
MEETING VIA TELECONFERENCE OVER ZOOM
25862 FIVE CANYONS PARKWAY, CASTRO VALLEY, CA 94552**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Board President Melissa Dimic at 7:02 p.m. Director Justice led the pledge of allegiance.

2. ROLL CALL

Board members present: Directors Melissa Dimic, Sarah Choi, Robert Clark, Michael Justice, and Mark McDaniel.

In addition, the following staff and service providers were present: Fire Chief Garrett Contreras, Fire Marshall Miles Massone, General Manager Michael Preston, and Conor Kennedy, Esq., of Garcia Hernandez Sawhney, LLP.

3. WELCOME

President Dimic made welcome comments.

4. PUBLIC COMMENT PERIOD

President Dimic opened the public comment period. No comment was made, and the period was closed.

BOARD ELECTIONS

Director Choi nominated Director Dimic for President and Director Justice seconded. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0

President Dimic nominated Director Justice for Vice President and Director McDaniel seconded. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0

President Dimic nominated Director Choi for Second Vice President and Director Justice seconded. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0

President Dimic nominated Director McDaniel for Secretary and Director Clark seconded. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0

President Dimic nominated Director Clark for Treasurer and Director McDaniel seconded. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0

5. MESSAGE FROM THE PRESIDENT

President Dimic welcomed everyone to the meeting.

6. FIRE CHIEF REPORT

The Fire Chief updated the Board about incident response times and fire prevention activity for November and December of 2022, updated the board on vegetation management, and provided Departmental updates such as a new academy of recruits scheduled to be the first cohort through the Department's new training center. The General Manager gave an update about the Fire Department's role with respect to certain Accessory Dwelling Unit policies.

The General Manager will publish the ADU Checklist on the District's website.

7. FFPD FINANCIAL UPDATE

President Dimic moved to approve the accountant's reports for October/November/December of 2022. Director Justice seconded. The motion was carried unanimously. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0.

The General Manager reported on the overall expenditures report and along with Chief Contreras answered questions from the Directors about the budget and the Chipping Program.

8. GENERAL MANAGER REPORT

General Manager Preston updated the Board about:

- Upcoming public hearing process to refine the State Responsibility CalFire Hazard Zone Maps Update and how that relates to the District's role regarding Local Responsibility Area Zone Map Updates;
- A new regulation requiring insurance premium discounts in high fire hazard areas;
- The performance of the District's investment pool and a new proposal from a firm and the basis for the General Manager not pursuing Board action to approve a shift;
- An upcoming annual dinner of the Alameda County Special District Association;
- Estimates for Fire House repair work and pest inspection;
- Signage for evacuation routes; and
- Hybrid meetings for remote attendance under the new state law and development of a draft policy.

9. BOARD MOTIONS AND APPROVALS

Secretary McDaniel moved to adopt the minutes from the November 14 and December 12 2022 and January 9, 2023 Board meetings. Director Clark seconded. The motion was carried unanimously. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0.

10. MEETING ACTION ITEM SUMMARY

The General Manager will publish the ADU Checklist on the District's website.

The General Manager will develop signage for evacuation routes.

The General Manager will work with counsel on a draft policy related to the new state law amendments to the Brown Act's requirements for Directors to participate in meetings via teleconference.

The General Manager will review proposals for Fire House pest inspection.

The General Manager will reach out to Directors to confirm their attendance at the Annual Alameda County Special District Association Dinner.

11. COMMENTS BY BOARD MEMBERS

There were no comments by Board Members.

12. AGENDA ITEMS FOR NEXT BOARD MEETING

Draft Director Handbook

Draft Policy on Hybrid Meetings

Evacuation Route Signage Approval

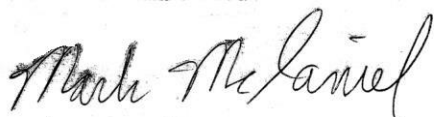
CSDA Leadership Foundation Certificate of Transparency Presentation

13. ADJOURNMENT

President Dimic moved to adjourn the meeting and Director McDaniel seconded. All voted in favor.

AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0

Meeting adjourned at 8:22 PM.



Mark McDaniel
Secretary of the Board of Directors
Fairview Fire Protection District