



AGENDA

Cloverdale Fire Protection District/City of Cloverdale Subcommittee

Meeting Date: August 22, 2016

Meeting Time: 5:30 p.m.

Meeting Location: Cloverdale Fire Station, 451 S. Cloverdale Blvd.

Subcommittee Members – City Staff – CFD Board Members:

Councilmember Joe Palla, Chair

Mayor Mary Ann Brigham

Police Chief Stephen Cramer

Fire District Board Member Nancy Avansino

Fire District Board Member Al Giordano

Fire Chief Jason Jenkins

1. **Call to Order:**
2. **Communications:** Committee may, at this time, discuss written communications sent to Committee Members since the last Subcommittee meeting.
3. **Public Comment:** Members of the public may, at this time, comment on any item not on this agenda. Please limit comments to three minutes. Members of the public may comment on items on the agenda when the subcommittee considers that item.
4. **Approval of Minutes:** December 14, 2015
5. **Current Items for Discussion:**
 - a. Emergency Operations Simulated Table Top Exercise Discussion
6. **Information Only Memos**
7. **Future Agenda Items (subject to change):**
8. **Pending Items**
9. **Good of the Order**
10. **Adjournment:** Adjourned to Monday, October 10, 2016, 5:30 p.m., or alternate date as requested.

CERTIFICATION – Pursuant to Government Code § 54954.2, the agenda for this meeting was properly posted on 08/18/16.



DRAFT MINUTES

Cloverdale Fire Protection District/City of Cloverdale Subcommittee

Meeting Date: December 14, 2015

Meeting Time: 5:30 p.m.

Meeting Location: Cloverdale Fire Station, 451 S. Cloverdale Blvd.

Subcommittee Members – City Staff – CFD Board Members:

Councilmember Joe Palla, Chair
Vice Mayor Mary Ann Brigham
Police Chief Stephen Cramer

Fire District Board Member Nancy Avansino
Fire District Board Member Al Giordano
Fire Chief Jason Jenkins

1. **Call to Order:** Meeting was called to order at 5:30 p.m. Vice Mayor Brigham, Nancy Avansino absent.
2. **Communications:** None
3. **Public Comment:** None
4. **Approval of Minutes (June 8, 2015):** Motion to approve by Al Giordano, seconded by Joe Palla; approved unanimously.
5. **Current Items for Discussion**

a. EOC drill/next steps

Chief Jenkins reported that Sergeant Parker and staff from both departments put together an operations orientation drill to talk about the capabilities, how an activation would work, how one would get into the facility and things like that, which went well. Discussion ensued regarding setting up a tabletop exercise to have everyone in their spots and to go through some scenarios. Chief Cramer mentioned there are plans to set up an EOC tabletop exercise at the airport next year, as well.

Councilmember Palla stated he would like information on what is paid to the County EOC and what the City is supposed to receive for this. He also stated he would like to know what the authority is under emergency declaration by our own ordinances, what the mayor's role is in declaring a city emergency, and, in the mayor's absence, who is next in line so everyone is aware of their role and what their responsibilities are.

Mr. Giordano added that an important consideration is to include the Red Cross and particularly the amateur radio operators at future exercises.

Further discussion ensued regarding the designation of the Incident Commander. Chief Jenkins stated that, for the most part, the police and fire chiefs will go into a situation with a unified command unless they decide that one or the other should take command. Chief Jenkins further stated there will be an operational meeting for both agencies in January or February to review expectations, roles, responsibilities, and conflict resolution strategies in the event something were to occur on an incident, including a support network.

b. Winter outlook/El Nino

City Manager Cayler stated the sandbag station is open at City Park so people can start protective measures now with the expectation of a heavy winter. Mr. Cayler added that storm drains have been cleaned, and that Cal Fire inmates came in and there are now seven pallets of staged sandbags

ready to go at the corporation yard. The use of Cal Fire crews was confirmed as a resource for storm drain cleaning and, in an emergency, for sandbagging by Mr. Cayler.

6. Information Only Memos: None

7. Future Agenda Items (subject to change):

Chief Jenkins stated that while it doesn't necessarily need to be agendized, he would like an update on future projects in the works that may impact us.

Chief Jenkins gave a brief update on the work with the county to annex the Geysers area into the Geyserville Fire Protection District and then, under the Joint Powers Authority, share that revenue to support Cloverdale and Geyserville fire operations. He stated there is a tentative agreement in place with the county to support through LAFCO with a timeframe that is not specific enough with regard to when the full amount of fire tax would be transferred.

8. Pending Items: None

9. Good of the Order:

Chief Jenkins stated that the Fire District recently completed their ISO survey and the responsiveness from the City, in terms of data collection and specific information on pumping zones, made that process go smoothly. Chief Jenkins added that the process with ISO takes four to six months and that he is confident the District's numbers won't be getting any worse. He stated there may be some their ISO rating some, but the expense of permanent staffing and the fact that alarm assignments more than five miles away are not credited.

City Manager Cayler announced that Mary Ann Brigham is going to be the City Mayor for 2016 and Gus Wolter is Vice Mayor.

Chief Cramer stated that he will be presenting the medical marijuana cultivation ordinance information to the Planning Commission on Wednesday night.

City Manager Cayler gave a quick briefing on the need to have a medical marijuana cultivation ordinance in place in order to maintain local control.

Meeting dates for 2016 were discussed, as there are some conflicts with other scheduled meetings.

10. Adjournment: Adjourned at 5:56 p.m. to Monday, February 22, 2015, at 5:30 p.m.