



**Advisory Committee Meeting**  
**THURSDAY, JULY 15, 2010 7:00 P.M.**

Richard C. Trudeau Center ~ 11500 Skyline Boulevard Oakland, CA  
(Wheel Chair Accessible)

*Barbara Goldenberg, Chair, Doug Wong, Vice Chair; Lilah Greene, Treasurer; Chuck Bowes; Chris Candell; Don Johnson; David Kessler; Dee McDonough, Dinah Benson, Robert Sieben, Vacancy - Council District 6*

**Present: ALL**

**Absent: None**

## **DRAFT MINUTES**

**Call to Order 7:03**

### **1. Roll Call & Determination of Quorum – All Present**

Discussion about appointments and the delay in approval from the mayor's office. The process is: the City Council Member chooses a candidate and sends the recommendation and the candidates resume/c.v. are sent to the mayor and city administrator for approval and posting to the consent calendar.. City counsel approves/accepts the appointment. Candidate is sworn-in by the City Clerk.

For the last several years it has taken 6-7 months after the council member initially appoints a candidate before the mayor's office gets it to the consent calendar.

To prevent such delays for the current outstanding appointment (R. Sieben District 1), and for future appointments, District 4 and 6 in the next 6 months, we recommend that once the council member nominates a candidate, AFM Griffin and the WPAD Chair are notified. AFM Griffin will help expedite the process and the committee chair will communicate or email the mayor to request quick response.

**AFM – change in agenda item #7 moved to after financial report.**

### **2. Open Public Forum**

Shelagh Brodersen, Garber Park Stewards (Volunteers for Maintenance of Garber Park) to do fire mitigation, restoration and maintenance twice a month. Garber Park a city park behind the Claremont Hotel along Claremont Avenue. The park borders back yards of numerous residential properties.

Brodersen requested coordination between their group, the vegetation management crews, and the WPAD Inspectors to improve the effectiveness of their volunteer efforts, reduce redundancy, and improve the chance of native species surviving clearance efforts.

AFM Griffin has agreed in principal, he will meet with the appropriate inspectors, PWA and invited her and Mr. McClung to become involved with meetings involving scope. By the August meeting, a project scope and funding review will be available and the committee will be able to allocate funds. In the meantime, the normal clearance may occur.

Gordon Piper expressed concerns about high weeds in the turnouts along Tunnel Road because of the danger from cigarette smokers stopping for the view. Properties owned by OUSD (Kaiser Elementary School) and CalTrans contain high grasses and large amounts of French broom. He asks AFM Griffin for support from WPAD and OFD. He also expressed concerns that the inspections have high quality.

Herb Cygan - Requested a contact to report neighbors along Snake Road who do not maintain their vacant property. AFM Griffin will coordinate with Mr. Cygan.

### 3. Approval of Minutes

**May 20, 2010 Meeting:** There was a brief discussion about the section of the minutes regarding Friends of Beacansfield Canyon/FOBC.

The minutes were approved as written. Staff was asked to put on the agenda for the August WPAD meeting, an allocation for \$50,000 from accumulated public outreach funds, to be available for funding community needs and projects.

June 17<sup>th</sup> “Minutes vs Notes” : since there was no quorum, the meeting was not an official meeting. The notes that were taken will be filed as “Notes.”

### 4. Financial Report Related to the [Monthly Financial Update](#) – Pauline Feng

Ad Hoc committee Report - None

- Pauline Feng – presented the 2009-2010 financial report prepared as of July 9<sup>th</sup> 2010. To date, over 98% of anticipated budgeted revenue was collected.
- On the expenditures – 166,000 of the original budget for services remained unspent as of this date and \$52.7k of administrative services remains unspent as of this date.
- Outstanding invoices anticipated include Farmer’s printing bill, approximately \$4,000
- Permanent part of our agenda will be the financial report and budget adjustment as an action item. At the next meeting we’ll review unspent 2009-2010 funds & consider adding them to 2010-2011 budget funds.

### 5. Action Item – Funding for Performance Audit was carried over to the next month.

AFM Griffin is waiting to hear back from city auditors; tabled until August.

### 6. Staff Report - AFM L. Griffin

2010 Fire Season Inspection Program Updates

- Inspections started, so far 10-15% of the properties have been inspected across all districts.
- About 10% of those inspected are not in compliance and most of these infractions involve trees.
- Temporary data entry personnel have not yet been hired due to city budget issues.
- Inspectors are receiving and reviewing inspection forms on an ongoing basis and evaluating results so that a number of inspections have been returned to the stations for re-inspection. They are tracking and metering the work load and production per each station.

Data analysis will become very important to help identify the results of the training as well as understanding where the biggest problems lie. The inspection and the data collection will identify not only the station but the actual fire fighter. This should help greatly with quality control. The comment box on the inspection form is also being used to collect specific property information that may be useful in an emergency.

Vegetation Management Contracts

- Since July 1<sup>st</sup>, 77 contracts have been issued out of an expected 400. Contracts were delayed intentionally because of the high moisture content in the vegetation following the late rains. Typically, contracts begin in April. The first contracts apply to south facing parcels. North facing slopes are cleared later in the season.
- To our constituents, July 4<sup>th</sup> is a critical time and they expect roadside clearance, especially for the pullouts along Skyline to be properly cleared before the holiday.

Goat Grazing Update

Contract awarded today to Eco Systems after a competitive bid process. They have worked in the city for the last ten years. The contract covers five years. Goats are currently active in the Dunsmuir area, King Estates and should arrive at Joaquin Miller Park on Saturday.

- FEMA Grant update  
Progressing as planned; there's a Notice of Intent meeting on the 21<sup>st</sup> involving many of the participating agencies. Next week, kick-off meeting for notice of intent to define the scope for the EIJ, impact statement for the east bay hills to determine scope of environment assessment on the 21<sup>st</sup> -- looking at several venues involving UC Berkeley, East Bay Regional Parks, and our project. Senator Feinstein's office has us on 18 month time line, very fast time frame. There are conference calls with Asst. Director of Homeland Security, FEMA each week. Asking FEMA to allow us to use data that's been collected about how things grow in the hills.

Use of power tools on city property – by non city employees

The preferred solution to this is to develop a tool lending library similar to those provided by Diablo Fire Safety Council in Contra Costa County.

- East Bay Regional Fire Weather Operating Plan is finished and will be brought to the committee in Aug.
- Signage Project – Public works and staff are working on replacing the fire danger status indicators.

**7. Presentation by Cheryl Miller – Diablo Fire Safe Council**

Community Wildfire Prevention Program Grant (CWPP) for Alameda County.

As the city of Oakland is the largest city with the greatest fire danger in the county, it is expected to be an active participant in the process. Ms. Miller made a detailed and informative presentation covering the process of developing a CWPP for Alameda County over the next 2 years. It is expected that both staff and committee members will be involved in the process.

**8. Resolution of Support For The EBRPD**

The newly formed North Hills Community Association has issued a "Resolution of Support" for East Bay Regional Parks District's Vegetation Management Plan. Bob Sieben handed out the resolution text and asked the committee to consider adopting a similar statement to show WPAD support of EBRPD in its defense against a recent lawsuit brought to prevent implementation of the plan. After a brief discussion it was moved and seconded that the WPAD AC "issue a resolution of support for EBRPD's Vegetation Management Plan" (Benson/Kessler). Unanimous agreement. The statement is to be adapted from the first paragraph of the handout, and signed by the chair of the WPAD AC. The paragraph is to end with a strong request to the Hills Conservation Network to withdraw its lawsuit against EBRPD.

Motion was made and seconded Benson/Kessler to ask Fire Dept & City to explore the possibility of filing an *amicus curiae* brief to be filed at an appropriate time during the impending litigation over the EBRPD Vegetation Management Plan. Unanimously passed and task assigned to D. Benson.

**9. Ad Hoc Committees Reports - None**

**10. Education, Outreach & Marketing Update – Fire Safety Education Coordinator**

- Update Annual Notice – extras available along with calendars for NNO
- Update Farmer’s Ins. Door Hanger Project – printing invoice is outstanding, DVD’s paid for
- Signage Project – “No Smoking Sigh” with Public Works
- National Night Out – all encouraged to participate

There was a call for additional community events where presentations regarding fire prevention could be made by OFD.

Press release went out – Channel 7 interested

DVD feedback – has be positive

**10. Advisory Committee Open Forum - None**

**12. Pending List of Future Agenda Items:**

- Request from Scott Hill, EBMUD to present to board on weather data with real time report
- Insurance Debunked Myths – Scott Halbrook
- Creating a fire safe landscape that looks good – Bob Sieben.

**Adjournment 9:23 PM**

Note: [Type in blue underline](http://www.Oaklandnet.com/WildfirePrevention) indicates a link to a report attachment available at [www.Oaklandnet.com/WildfirePrevention](http://www.Oaklandnet.com/WildfirePrevention)