



**Wildfire Prevention Assessment District Citizens'  
Advisory Committee Meeting**

**Thursday, October 13, 2011 7:00 p.m. Special**  
Richard C. Trudeau Center ~ 11500 Skyline Boulevard Oakland, CA  
(Wheel Chair Accessible)

*Doug Wong, Chair; David Kessler, Vice Chair; Chuck Bowes, Financial Liaison; Chris Candell; Don Mitchell;  
Dee McDonough, Dinah Benson, Diane Hill, Bob Sieben; Sean Walsh*

**Present:** David, Chris, Dinah, Diane **Absent:** Doug, Chuck, Bob, Dee, Don, Shawn **Staff:** Griffin, Feng, Altez

**D R A F T   N O T E S   O C T O B E R 2 0 1 1**

**Call to Order**

**1. Roll Call & Determination of Quorum – No quorum**

**2. Open Public Forum**

Gordon Piper – Spoke about volunteer work that was done three weeks prior. Berkeley offered students for a project and Caltrans offered a chipping crew along with permission to work on their property. He met with Buildings and Ground Supervisor; there may be available funds for work; the cost for a Civic Corp crew is \$5,000. They did a good job of removing vegetation on Caltrans property; it took six days. Homeowners put up money to work on French Broom; this will make it easier to maintain in the future. Fire Fighters, 150 UC Berkeley students, and community volunteers will work on collaborative projects this Saturday. North Hills Community Association is working along the Warren Freeway/Highway 24. During weekends in September, work was done with Chevron and Volunteers of the East Bay. Gordon reminded the committee about lots of volunteer resources and potential to collaborate to reduce fire risk.

Susan Piper –Made announcements connected to the 20<sup>th</sup> Anniversary of the 1991 Firestorm. She spoke about the responsibility of neighbors as 'First Responders' in disaster. Related to the Family Preparedness Fair at Lake Temescal, the media is giving stories about the 1991 Firestorm but not saying anything about the Fair. She and the Mayor's office will keep reminding them.

**3. Approval of Minutes September 15 2011 Meeting**

AFM stated that we cannot take action to approve the report because there is no quorum.

**4. Financial Report & Budget Adjustments**

**Monthly Financial Update – 2010-11**

Monthly Financial Reports were presented by P. Feng

- The audit is in process, there are no substantial changes from the last reporting period, an update will be given at the next meeting.
- Attention was given to a few budget modifications per the approved minutes in the months of April to July. Three projects were approved by the committee.
- City of Oakland hand billed Oakland Unified School District - \$179,117 fiscal years 2004-2011. \$25,588.16 was received for fiscal 2008-09, still owed \$153,529.
- Update for audit that is in process has no outstanding issues.
- AFM L. Griffin reported a change to line item regarding support services. There will be a request for a botanist to insure contractors don't cut desired plants.
- Financial Liaison Ad Hoc Committee Report - Due to excused absence, there was no report

## 5. Education, Outreach & Marketing Update – Fire Safety Education Coordinator

- Media - Safety tips continue to be posted in the Montclarion
- Signs – have been posted. They were stolen from Hiller/Tunnel
- Event/Meeting Announcements - This Sat., Neighborhood Safety Summit is at Laney College 8AM
- Gateway Panel – sign is up
- Staff (3) to attend Seminar – “Assessing Wildfire Hazards in the Home Ignition Zone”  
\$435 each, plus transportation, hotel, per diem. AFM announced that the seminar is scheduled in December; a copy of the workshops were handed out. The focus of the training is to increase understanding and competency in wildland/urban interface, fire mitigation, assist wildfire mitigation, and prevention professionals in assessing risks and encouraging community participation. Budget outlay not to exceed \$2,500.
- DVD Project – Safety Education Coordinator shot stills of the process on Oct. 6<sup>th</sup>. A script was handed out to the committee. Chief Hoffman and AFM Griffin were filmed. The chipping sequence was performed at C. Bowe’s residence along with narration. There were several volunteers demonstrating Vegetation Management at Shepherd Canyon and how it makes a difference; B. Sieben narrated.

## 6. 20<sup>th</sup> Anniversary of the Hills’s Fire Update

The projects are on target with fund raising, press releases, posters, flyers, post cards.

There was a discussion about the reception on October 20<sup>th</sup>

Banners were hung by all the weather signs.

S. Piper spoke about the Press Release Conference. The three events would be covered -

- a. Rockridge BART Tile Wall,
- b. The Gateway Memorial
- c. The Safety Fair, Lake Temescal with a goal to have 2,000 attend. Two thirds of residents in the WPAD did not experience the fire; the events are for everyone and posted on the website.

## 7. Ad Hoc Committee Reports:

- Orientation - No Updates
- Performance Audit - No report
- Risk Management - no report
- Project Management - no report

## 8. Staff Report - AFM L. Griffin

### • Vegetation Compliance/Non-Compliance Activity Report

A new data base system is now working for the dept. It better tracks who does what, how many are in or out of compliance and the amount of time inspections take. When we do an audit, 15 minutes on a half acre site will not be sufficient. The time must be entered and cannot be manipulated. Reports will show numbers that represent fire stations and show totals completed on any given shift. We will also see what crew manned the company and number of inspections done. The data is new, there are approximately 700 entries. Efficiency of the report shows what code is violated and each field can be queried. Annually, we can see more accurate numbers. We will also see trends from any given shift. Presently, staff does this manually.

Two part-time staff members are entering 2,500 inspections. Another key component of the new database is that we can read what violation occurred and if it’s a tree in front or back of a structure. There have been forms with both boxes checked (compliance/non compliance). The final notice has been redesigned. It lists violation codes; these notices can also be tracked. We are able to prioritize how to spend enforcement money. The report on non compliance properties and how the department plans to abate them will go to council in Nov. We expect it to be finished by mid Nov. Due to the reduction in staff, we need to let the computer do it for us.

We will be able to track invoices, approval from Finance to get the money back, post re-inspections, and also track collections. We can be aggressive with accounting and enforcement. With the new database, nothing can be over-written. Inspectors are unable to not send invoices. Residents can offer problem addresses to query. The City Clerk's office will be able to receive a request for any info within the new data base.

- **Overview of Long Range Projects**

There is funding to move ahead with projects for Skyline, Garber Park, and Shepherd Canyon. We need to sign-off on the botanist and that will happen within the next couple of weeks.

- **FEMA Grant update** – Fish and Wildlife, Dept. of Homeland Securities, and other agencies have two days to get a biological opinion; there's a meeting 18<sup>th</sup> and 19<sup>th</sup> of Oct. It will be held at a secure facility in Oakland. Secretary from Washington DC is coming to oversee the matter. She and Diane Feinstein's office want a biological report and series of treatment options that protect species. The document addresses every angle that could be challenged so it's very comprehensive. The hope is to have it by early March.

Oct. 21<sup>st</sup>, The Hills Emergency Forum/HEF is releasing a document that AFM passed around. What recommendations were made by HEF, FEMA, what was accomplished and what didn't get done. Each CEO from Oakland, Berkeley will answer two questions: 1) How is wildfire affecting their city and 2) What they plan to do about it and future needs to maintain or extend needs. After the meeting, the Director of CAL Fire, CA Interior Secretary, and Division of Santa Clara will take a tour of the area. They will see the good and bad and why we need support for additional funding and grants for the WPAD. Funding will be especially needed for projects if WPAD doesn't pass renewal. Director of CAL Fire is the final presenter who will give the state-of-the-State for wildfire. From a wildfire standpoint, there may be 40% moisture in plants. However, long range forecast is that the area may change from El Niño to La Niña. With brush growing and when moisture is gone, we'll need funding to remove vegetation fuel before that occurs.

All inspections are complete; we're compiling data, and starting to work on enforcement.

## 9. Pending List of Future Agenda Items:

- Creating a fire safe landscape that looks good – Bob Sieben

## 10. Other Business

Mike Petouhoff did a presentation at the Montclair Improvement Safety Committee meeting. Pertaining to Wildfire Prevention and the WPAD, he covered how far we have come and how much more we need to do. There was a message about the importance of community participation to help support where resources are limited. People were very receptive.

There was a discussion about evacuation training called "*Ready, Set, Go.*" Go – meaning to evacuate. It was pointed out that when one home is engulfed in flames every few seconds, a better time to evacuate could be "the day before" when there's a Red Flag warning.

AFM Griffin referenced studies in San Diego and Australia. Lessons learned proved that if people weren't rushing to get out, their garage doors, windows, and doors wouldn't have been left open. If people planned ahead and closed everything, more homes could be saved.

**Adjournment** 8:45 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)