



Wildfire Prevention Assessment District Advisory Committee Meeting

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

*Bob Sieben, Chair (District 1); Barbara Goldenberg, Vice Chair (District 4); Don Mitchell, Financial Liaison (District 7);
Nick Luby (Mayor's Rep); Ken Thames (Mayor's Rep);
Barry Pilger (District 1); Diane Hill (District 4); Dinah Benson (District 7);
Vacant Seats: At Large & District 6*

Present: R. Sieben, B. Goldenberg, B. Pilger, D. Hill, N. Luby, K. Thames

Absent: D. Mitchell, D. Benson

Staff Present: DC James Williams; AFM Leroy Griffin; Supervisor C. Rodgers; P. Feng
Inspectors E. Orduna; A. Johnson; Keith Hung; Manuel Pinto

SEPTEMBER 2012 MINUTES

Call to Order 7:02 PM, R. Sieben Presiding

1. Roll Call & Determination of Quorum

2. Open Public Forum

Special presentation: AFM Leroy Griffin presented a plaque to Gordon Piper in recognition of his volunteer efforts in vegetation removal and management in the North Hills.

R. Sieben asked that agenda item naming a recording secretary be moved to the top of the meeting. The position was created and approved by a unanimous vote. The position of recording secretary was filled by B. Pilger by a unanimous vote.

Inspection Supervisor Camille Rodgers introduced the inspectors. E. Orduna has returned full time and part time inspectors are A. Johnson, k. Hung, and M. Pinto.

3. Approval of Minutes For [July 19, 2012 & August 16, 2012](#)

4. Financial Report & Budget Adjustments

- [Monthly Financial Update – FY 2011-12](#) – Pauline Feng

The budget format and process was reviewed to familiarize new committee members with the role the advisory committee plays in recommending, approving and revising the budget forwarded to the City Council each year.

Reports can be viewed at www.Oaklandnet.com/fireprevention/

5. WPAD Chair's Report – Bob Sieben, Vice Chair

- R. Sieben asked the staff to clarify open forum speaking rules and place that wording on the open forum speaker card; staff will draft a new speaker card. We need guidelines for speakers to address concerns prior to regular meeting, no more than three minutes, and will have an opportunity for brief input before any vote is taken. Committee members are asked not to receive the input and not comment directly (as subjects have not been agendized), whereas staff may do so at their discretion.

- Protocol for minutes in the future was discussed. The recording secretary will forward a draft to the chair and vice chair. After their edits the final draft will be forwarded to staff. Staff will post it per City Sunshine Act regulations and distribute the final draft to committee members prior to the next meeting along with the agenda.
- The issue of business cards for committee members was discussed. The committee agreed unanimously to have cards printed for each member. Members present furnished their business card contact information. Staff will pursue printing the cards.
- Vacant positions on the advisory committee was discussed. There are currently openings for District 6 and for the At Large Councilmember. R. Sieben will follow up with Councilmembers Brooks and Kaplan.

6. Education/Outreach & Sub Committee Reports

- The new Orientation Binders were distributed and highly complimented.
- The sunset of the WPAD was discussed. It sunsets after the final year's tax installments are collected in late 2013 and early 2014. The district will continue to function until all the funds have been spent. Renewal of the district will require a new parcel tax vote (mail-in ballot, majority plus 1 vote) under proposition 218 rules if the district is reconstituted in the same way it was formed. It might also be reestablished using a parcel tax vote among registered voters. That would require a 2/3 majority to pass.
- Discussion of a survey postcard was tabled until the October meeting.
- Ad Hoc Committee Reports – Town Hall Meetings for Council District 1 and 4 are deferred until Spring 2013.

7. Staff Report – L. Griffin

- L. Griffin reported on engine company Inspections. 25,887 properties in the district. 4,466 parcels are inspected by Fire Prevention Bureau staff and 21,421 parcels are inspected by engine companies.
- Inspections have been completed on 68% of parcels by FPB staff; 72% were found in compliance, 28% non compliant.
- Inspections have been completed on 83% of parcels by engine companies; 94% were found in compliance; 24 hazardous condition sites found (blue tag).
- Concerns were expressed about year-round compliance. Staff responded that it is hard to predict the best time to start the annual inspections due to weather and vegetation growth patterns. They differ from year to year. Chief Williams said that he continues to work with operations staff to achieve more effective and consistent enforcement. The new database is a tool that will enhance future enforcement as patterns of inspections, their accuracy and their results are analyzed.

Adjournment 9:05 PM

Next Meeting Oct. 18, 2012 – 7 PM

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