



Wildfire Prevention Assessment District  
Citizen's Advisory Committee

Draft Meeting Minutes for  
Thursday, August 18, 2016 @ 7:00 pm



Trudeau Center, 11500 Skyline Blvd, Oakland CA (Wheel Chair Accessible)

**Committee Members Present:**

Sue Piper, Chair: (District 1)  
Martin Matarrese, Vice Chair: (District 7)  
Doug Wong, (At Large)  
Lin Barron, (District 4)  
Steve Hanson (District 1)  
Mike Petouhoff (District 4)  
Glen Dahlbacka (District 6),

**Staff Present:**

Miguel Trujillo, OFD Fire Marshal  
Anette Boulware, OFD Program Analyst  
Nayeli Maxson, District 4 Council Aide & Community Liaison

**Absent:**

Teresa DeLoach Reed, OFD Chief  
Cesar Avila, Assistant Fire Marshal

**Meeting called to order at 7:00 p.m. by Chair Sue Piper- Mike Petouhoff to be in attendance by 8 p.m.**

**1. APPROVAL OF WPAD DRAFT MEETING MINUTES for July 21, 2016**

**SUE- REQUEST-** Vegetation Management plan section Page 6 second item **please adjust to reflect that they are 3 knowledgeable community representatives who can help advocate; not the most important.**

**LIN-** typos & grammar, she will give Anette a paper copy of her corrections. Also please add Olga BOLATINA to the top in the staff section. (As council Aide to Dan Kalb District 1)

**The Board (M/S/P) approved the July 21, 2016 "Draft WPAD Meeting Minutes" with amendments.**

**SUGGESTION: (Sue Piper) - TENT CARD with name for WPAD members,** this would be helpful for note taking and the community attendees to identify members.

**2. OPEN PUBLIC FORUM** (Speakers must fill out a speaker card for Open Forum or for a specific agenda item. Comments limited to three minutes)

**KIMRA MC AFEE- Executive Director Friends of Sausal creek-** wants to make herself available to assist with information that may be needed for the Chabot Space & Science fuel reduction project, she had been closely involved for the past 7 years. Their agency has concerns about the status of the project regarding

the endangered Pallid Manzanita habitat and the potential of goat grazing in Beacons Field Canyon. This is a small area that has protected species and fragile soil.

**ROBERT (BOB) SIEBEN-** wants to educate homeowners on how to have fire safe property. The mission he is trying to get out is "Don't choose to be a fire victim. Protect your home while there is still time." *Hand-out provided- (he read it out loud) See Attachment.*

**BARBARA-** concerned about the succession planning or continuation of annual vegetation management. As she understands the funds will run out for continued contract vegetation management on City Properties sometime next year.

**CLARIFICATION: (SUE)** WPAD funds are to be used by June 30, 2017. A letter was sent by multiple organizations to the City asking the Public Safety Committee to schedule on its agenda, a report from the City about what plans are in the works to maintain these types of services once these funds go away. The idea is that the Fire Department, the City Administrator and any other relevant departments will come back to the planning department and tell them how they are going to continue this work; what it will cost and how this can be implemented so the work can be covered by the General Fund.

**RESPONSE: (Fire Marshal Miguel Trujillo)** advised that an initial meeting was recently held with the Fire Chief, Brooke Levin Director of Public Works and Christine Daniels of the City Administrators office, they are working on coming up with a plan. A date has not been set for the report to go to the Public Safety Committee.

**SUGGESTION: (SUE)** - they will start talking about the budget in February 2016, it would be helpful to have the plan submitted to the Public Safety committee before then.

**CAROLYN BURGESS-** Thanks to Fire Marshal Miguel Trujillo, during the residential fire inspections the homes in her area were done by Fire Fighters passed and then the real inspectors came and 6 out of the 8 homes failed. Clear that the training was different and the new inspectors are doing well.

**GORDON-** City Parks in North Oakland- that had high grass on it, he checked about 5 weeks ago with Vince on this and still nothing has been done, when is the Fire Department going to get to it? Also with the North Oakland sports field he has been trying to get help from Fire Department or Public Works in the area between the service road area in the Eucalyptus grove that has French Broom that is 10 feet tall and down trees. The response he got was that when the FEMA funds are available they will get to it; he doesn't want to wait that long he will be out with volunteers to do some clearing.

He took the inspector to an area near Lake Temescal and the PG&E substation that runs in-between Broadway and Broadway Terrace to view the huge amount of French broom, brush and trees as well as homeless encampments. He was told by Vince last year that it would be taken care of by June of this year, but it still has not happened, there is a need for action.

**RESPONSE: (SUE)** - The first lot Gordon was talking about is the meadow across from Gateway, it is a City Lot. She remembers the Fire Chief asking Vince to come up with a list of priorities of the vacant lots that are a priority what the plan of action is for their clearing. **DOUG (QUESTION)** are we asking to get a list of priorities and by when? **SUE: (RESPONSE)** - Yes by the next meeting.

**FIRE MARSHAL TRUJILLO (RESPONSE)** - referred to the matrix for the current numbers for City Property compliance and advised that per Vince's update Shepherd Canyon is done. Vince does have a plan & schedule for these based on priority. **SUE: (RESPONSE):** It is helpful for them to know that we have a plan and a schedule to address these properties because they are a good conduit for the public.

**RESPONSE: (LIN)** - we need to know what that plan is because they receive inquiries from people in their district as to when these issues will be addressed.

**RESPONSE: (DOUG)** -Vince use to have a list that was based on the risk factors and the schedule of when the work would be done.

### 3. Approval of Financials

#### a) Review of: As of August 1, 2016 **REVIEW OF FINANCIALS as of July 1, 2016**

**LAST YEAR-** this should be closed out- **SUE-** personal goal as Chair is to make sure all funds are expended by June 30, 2017 and that they honor any commitments they made as a group.

**GLEN DAHLBACKA- (QUESTION)** - Don't see any resources for public survey/ publics desires for wildfire.  
**RESPONSE: (SUE)** that would not come from the WPAD funds.

**Motion:** to approve both Financial reports as submitted- (M/S/P)  
Steve Hanson (1<sup>st</sup>) Martin Matarrese (2<sup>nd</sup>) - The board approved the motion.

### 4. Status of FEMA Grant/Vegetation Management Plan Progress and Work Schedule

**MIGUEL TRUJILLO-** we are continuing to pursue the contract the Chief's office is handling this.

**RESPONSE: (SUE)** Convey to the Chief that their expectation was that the process would begin in the fall. Also that the representatives from the WPAD committee Mike, Steve, and Sue would sit down with The City and the contractor to review and fine tune what they are doing & then share this information and schedule with the public. **They are** frustrated with not being included in this process just getting the contract signed is a lengthy process and the longer we delay the more at risk the City is. This needs to be a project that is front and center, this will continue to be on the agenda and in September be prepared to give new information on this item. **STEVE (QUESTION)** - is it not fully negotiated with the contractor yet, minus the fine points? - Fire Marshal Trujillo (RESPONSE) – the fine points are included there were other items that needed to be worked out for the price as well as other details.

**REQUEST: (SUE)** invite Sue, Steve and Mike to meet with the firm within the next 2 weeks.  
**Fire Marshal Miguel Trujillo (REPY):** he will convey the request to the Fire Chief.

**QUESTION: (DOUG)** - the public meeting has to be announced how far in advance? 72 hours but more time will be needed to prepare.

**LIN (RESPONSE):** want to reiterate the urgency and that this process needs to be moving along faster.

**CEQA/ FEMA grant- MIGUEL TRUJILLO:** FEMA is considering re-allocating the funds to EBRP. They stated it is not a viable to move forward with all of the litigation that is going on. We have not been informed officially in writing. **SUE (RESPONSE):** shared loss of FEMA grant in previous years and the frustrations that they have, they are very angry. **THIS IS PROBABLY THE MOST IMPORTANT THING THAT WE DO.**

**DISCUSSION: (STEVE)** - A Vegetation Management Plan will allow us to do a CEQA and this is where the public can insert objections about what is going on. He does not understand why a Judge is not interjecting to say "Stop they are doing a CEQA and there is a designated time for public input"

- **Dina Benson-** expression of frustration with Fire Prevention and the lack of competency of the Fire Department.
- **Barbara- in kind services/matching** - record keeping should have started years ago Tracking of the work that has been done, Delaying the process puts the City in the place where they have to take the blame. Effectiveness, Efficiency, Responsibility somehow we have to be sensible and stop chasing our

tails. Recommend that the City walk away from the grant it is not allowing work to be done in these high fire areas.

**RESPONSE: (STEVE)** it is hard to believe that Fire Prevention is not the priority of the Fire Department, frustrations are arising by more than the WPAD committee it is also the concern of property owners.

- **MR. BENSON-** The plan should include how we are going to deal with the 2 Parcels that were outlined in the FEMA grant, not doing anything is not an option. This fire break needs to be completed and needs to be reflected in the plan.

**Motion:** to have OFD staff submit a report to the Public Safety committee declaring that we need to do the work of clearing the public land to reduce fire danger & create a fire break on the ridge. We need to have a plan of how we will get the work done as well as a funding source, if the FEMA finances are not available. (M/S/P) Steve Hanson (1<sup>st</sup>) Glen D (2<sup>nd</sup>)  
**The board approved the motion.**

## 5. City of Oakland Contract Compliance Requirements and Vegetation Management Contracts

**PRESENTATION: (STEVE)** - He attended a meeting Monday with the City Administrators office & 2 council members and the Mayor's office & will have another meeting Friday 8-19-16. They expressed the concerns about getting the work done and that there are funds available in the budget. There is a need to target the work but there are not enough resources and help is needed; there are not enough contractors to contract with. Tomorrow they will meet with Contract Compliance & their officers to see how adjustment can be made to get the needs met. The current process is set and it doesn't allow smaller contractors to do business with the City.

**RESPONSE: (SUE)** - there will be another update on this at the next meeting.

**MIKE-** concept that is important to consider is "resource leveling" if you have enough contractors you can do this.

**DISCUSSION:** on how to make the process easier and expand the contractor pool.

## 6. Procedures for protected species

When this was done in 2006 a manual was put together and the contracts that are being let include this info. **QUESTION: (SUE)** do we still have the procedure, are we holding the contractors responsible for any violations of this? **THIS HAPPENED AGAIN THIS YEAR to the Presidio Clarkia** - every few years the contractor comes & whacks it at the wrong time. This is right outside of the area down the street from where we are working.

**RESPONSE: (MIKE)** very specific recommendations were made, why are they being ignored? A simple data base management system should be in place for tracking and in case of staff changes.

**RESPONSE: (MIGUEL TRUJILLO)** Per Vince (the Supervisor) to date we have not cleared this area or impacted these species. Who reported this clearing? Ralph Kanz REPORTED this area as being clear cut.

**NEXT MEETING-** expecting a report of what we have regarding the protected species. **TO DO- Fire Marshal Miguel Trujillo**

**SUGGESTION (Nick Vigilante):** DO YOU DO A TASK LIST OF THINGS TO & WHO IS RESPONSIBLE IN TO BE INCLUDED IN THE MINUTES.

## 7. Grant Applications

**PRESENTATION: (LIN)** - She has been working with Mike Purlmutter on revamping this application about 95% done but need some input is needed from the Fire Marshal Trujillo thinks the draft is almost ready to go. Mike Purlmutter wants some additional steps to be added, especially with environmental services being brought in as a part of the approval. **Fire Marshal Trujillo** - agreed that this document is ok as is. **TO DO- Fire Marshal Miguel Trujillo** - make the few edits to the document and send it back to Lin.

### 1. Vegetation Management Report- Fire Marshal Miguel Trujillo read the report

Fire Marshal Miguel Trujillo working with Human resources to try to move someone over as provisional in hopefully by next week we can have it filled by a part time person.

**(REQUEST): SUE - Staffing-** to Nayeli can you assist from her office to move the process along?

**(QUESTION): Nick Vigilante** - why can't we train volunteers to supplement the work that is done by inspectors? **Fire Marshal Miguel Trujillo TO DO look at this option.**

#### a. Vegetation Management Statistics: public properties- reviewed the spreadsheet.

**QUESTION- Sue-** why can't you hire the admin staff earlier to do data entry? **Fire Marshal Miguel Trujillo (RESPONSE)** process is pretty stringent and timely.

**DISCUSSION:** (Glen & Martin) - right of way vs. clearing.

**QUESTION: (MARTIN)** - who is responsible for clearing the right of way? What gives you the property owner the authority to clear the Parcel? Can we BRING SOMETHING IN WRITING such as a municipal code or where ever it is listed? **MARTIN:** Where there are no sidewalks there is nothing writing that says you must clear to the edge of payment. **Fire Marshal Miguel Trujillo TO DO – provide an answer for the**

**SUGGESTION: (MIKE P)** - please put this statement in the record- want this section to be moved up on the agenda. Also put City Property first on the report and add percentages of calculations for each category. The earlier we look at the data the better. GIS database would be helpful to plan and track information.

**REQUEST: (GLEN)** - wants a list of City Properties in the different districts.

#### b. Update on status of hauling contract for Chabot Space & Science Center project

**(\$216,000)** - SUE provided update that Fire Chief had a meeting with Chabot.

**STEVE- (RESPONSE):** In 2009 WPAD funds paid to do fuel reduction not tree removal.

• **Mr. Benson- (RESPONSE): FOR THE RECORD** WPAD funds were used on trees for the purposes of clearing trees as a part of the project so there is already a precedent to deal with cutting and removing trees.

**DISCUSSION:** Fire Chiefs misunderstanding of this process and the role the WPAD has played. There is \$177,000 set aside for the Chabot Project.

#### c. Progress on implementing GIS systems for vegetation management

**MIKE P (RESPONSE):** expressed frustration with the update & the contradictory info of GIS being a part of the Veg Mgmt Plan (extremely upset). He responded that Chief Reed promised that this would be done separately. **SUE wants Fire Marshal Miguel Trujillo to get back to her before the next meeting regarding this update.**

**2. Announcements**

- **REAL frustration with the delay of things and it doesn't seem that things are getting resolved.**

**SUGGESTION: (MIKE)** - to have the staff report moved up on the agenda to after the public comments.

**3. Adjournment 9:20 p.m.**

DRAFT

- Attachment -

Bob Sieben  
- handout -

pg 1

WPD 8.18.16 Report on taking care of own ignition zone.

### Successful strategies

HHV HOA, representing 100 HO, has budgeted more than \$100,000 over the past 15 years, resulting in a model fire safe community; one that burned within 20 minutes in 1991 and contributed in a major way to the ember storm spreading to downwind areas. Even if I never recover the \$15,000 I have invested in the website, it's worth it if my own home survives.

8 logos for the HOG cover, including Cal Fire and OFSC, but not OFD.

### Current strategies

Committed to getting ho to **change behavior** and make their own home ignition zone fire safe.

Upgraded **wildfireprevention.info** website considerably and adding frequent posts.

Spreading the availability of this free info site as widely as possible.

Writing a major blog to encourage being **referenced as a source for media** as wildfires keep burning.

**I can a make a direct plea to the homeowner** to step up to the plate, as homeowner to homeowner;

Cal Fire can't.

**Need reviews on Amazon**, can help get the word out nationally at no cost but considerable benefit to us.

## To the homeowner, who holds the key to mitigating losses to wildfires.

"Nothing is more powerful than an idea whose time has come," Victor Hugo.

Don't choose to be a wildfire victim. Protect your home while there is still time. The information on how to do this is available to you if you will only use it.

We are experiencing a perfect storm where record heat, drought, and massive numbers of dead trees and even dead forests are leading to the spread of wildfires like we have never seen before. Instead of just standing there and naively thinking your homeowner's insurance is going to make up for the trauma of losing your home, or that overwhelmed firefighters are going to save it, it's time you woke up and got real. Standing on your roof with a paltry garden house is not likely to save it. But actions like those described here very well might.

There are many things you can do to increase the chances of your home surviving on its own even after you have evacuated in a hurry. Given that 70% of homes lost to wildfires are ignited by flying embers from distant sources, you need to do what you can to prevent ember ignition—e.g.; don't store a broom or lumber debris under your deck or stairs, and don't stack firewood next to your house or windows.

You own the home ignition zone, and no one else is going to make it safe for you or pay you to do so. By the way, if your home burns to the ground you could easily be charged \$30,000 to clean up all the toxins in the soil left by a fire, whereas taking relatively inexpensive actions now can help your home survive on its own. Moreover, if you persuade your neighbors to do the same, you will have a more firesafe community that will not only be likely to stop the fire from spreading, but will give firefighters a chance to defend it. As it is now, firefighters waste valuable time because they have to do what the homeowner should have done in the first place.

Then create a non-ignition zone within the 1<sup>st</sup> five feet of your house so embers landing here will not find enough fuel to sustain a fire that will spread to your home. It's not what you plant so much as how you maintain what you plant. Rather than planting lots of stuff you have to maintain, minimize plantings and use non-flammable materials such as paving stones, pea gravel, or large pebbles to interrupt a line of fuels leading directly to your house or wood fence. Trim branches away from windows because they can be broken by a direct flame with disastrous results. And, by all means remember to close your garage door when you evacuate in a hurry.

It is inevitable that more devastating wildfires will occur and that most will be ignited by human carelessness or arsonists. This is not going to change. But you can change your own behavior.

Be prepared. If only individual homeowners like you took responsibility for making their own home ignition zone fire safe, we would all be far better off. How many fires does it take to change the behavior of

homeowners and get them to step up to the plate? They are in denial and haven't a clue what they can do to mitigate the risk of wildfires.

This is a solvable problem. Do something about it and make a difference. The knowledge is available for free at [www/wildfireprevention.info](http://www.wildfireprevention.info) Please use it.