



San Mateo County Fire Prevention Officers Section

Meeting Date January 16, 2008

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| -President: | -Jim Palisi, Belmont-San Carlos Fire
(650)802-4252 |
| -Vice Pres./Treasurer: | -Denise Enea, Woodside Fire
(650)740-9883 |
| -Secretary: | -Angelina Ciucci, North County Fire
(415)467-8617 |
| -Liaison Chief: | -Jim Skinner, Redwood City Fire
(650)780-7451 |

MONTHLY MEETING MINUTES **JANUARY 16, 2008**

Attendance: See Attached Sign-in Sheet

Call to order: President Palisi called the meeting of the San Mateo County Fire Prevention Officers to order at 13:35 hours.

Welcome: President Palisi welcomed everyone, wishing them a Happy New Year. He noted Mike Leong's return and Steve Brandvold's impending retirement. President Palisi informed the sad news of Louis Vella's father passing. He offered to get a card and have flowers sent to his family from the entire FPO group.

Pledge of Allegiance: Led by President Palisi, all present.

Treasurer's Report: Numbers from the December 2007 statement:

- Savings: \$921.34
- Checking: \$105.61
- Dues: \$1402.15
- FEMA: \$0.00
- **Total: \$2429.10**

Introductions: Roundtable introductions were conducted for the guest attendee: Cal Fire's new Bay Area Information Officer Paul

Approval of Minutes: The December 2007 meeting minutes were approved with a unanimous vote.



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Presidents Report:

President Palisi recapped how last year was a transitional year, as directed by the SMC Chiefs in order to make adjustments. He re-enforced the need to come up with ways to improve upon attendance. President Palisi reported that the current Executive Board had met and condensed the 2008 goals to make them easier to attain. A review of the 2008 committee members and chair/co-chair positions are as follows:

- **PUBLIC EDUCATION**

- Julie Lamb
- Angelina Ciucci
- Selena Brown
- Jon Johnston
- Linda Ortiz

- **TRAINING**

- John Mapes
- Dave Downing
- Louis Vella
- Lisa Guerrero

- **CODES/STANDARDS**

- Rocque Yballa
- Ron Keefer
- Denise Enea
- George Devendorf

Committee members will meet and discuss who the chair will be and report to the general membership at the February meeting. Any FPO that could not attend the January meeting is still invited to join any of the committees.

Goals and objectives for 2008:

President Palisi highlighted that the purpose for the revised version of the 2008 Goals was to get back to the basic goals and objectives that the County Chiefs had outlined in 2007. Notes within the revisions are as follows:

-Public Education: It was noted that the goal of public education applied to Paul as well, by fostering a good working relationship with Cal Fire and the media in regards to LRA mapping and keeping SMC FPO's informed to help with citizens.

-Training: The training goal was reduced to a more streamlined objective.

-Codes/Standards: President Palisi commented on the removal of the Hyperspectral imaging mapping program due to staff time, cost factor, and a lack of need for the mapping since San Mateo County has already mapped the entire county.

-General Membership Goal: A discussion was led by the fact that County Chiefs do not like the current county call out procedure. Chief Skinner stated that the chiefs are under the understanding that there is this task force that will come out if called and a plan activated. Discussion ensued among the members, with reference to a task force policy from 2003 and whether there was a more recent document. It was also discussed that some cities have



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predetermined contracts with neighboring cities for assistance. Denise Enea recommended creating an ADHOC group to come up with a seamless policy for the call out procedure as directed by Chief Skinner. It was suggested that the committee be comprised of one member from each zone, one member from San Mateo County Communications, and one operations representative. The committee was formed as follows:

- Clyde Preston from north zone
- Christine Reed from the central zone
- Pete Munoa from the south zone
- John Mapes as the operations representative
- County Communications representative will be contacted by Chief Skinner

President Palisi requested a written report be submitted to him by May 1st, 2008.

Training and Event Calendar:

The 2008 calendar was reviewed and subjects discussed. BO's meeting will continue as planned and President Palisi will contact John Lattora about discussing LRA maps. The question was raised as to where we were on the status of the maps adoption. President Palisi volunteered to contact Cal Fire Unit Chief Ferrara, with a "cc" to the State Fire Marshal's Office to find out what's the status. George Devendorf suggested that the status also be brought up at the next Nor Cal meeting.

President Palisi reported that in May we will be hosting the Nor Cal Meeting. He has secured the Hillar Aviation Museum for the venue, with a \$300 cost for the facility. He asked that the prizes for the raffle will be coming from the membership personally, and not by soliciting within our community. Ideally one gift from each department would make the raffle a success. It was also noted at this time that the Bike Ride solicitation letters and requests will have to come from the Burn Foundation from this point forward, and will no longer be from FPO's. The Bike Ride date will be determined and announced at the February meeting. It was suggested by President Palisi to join the Prevention BBQ with the County Fire Safe BBQ in 2008. It was motioned by George Devendorf, seconded by Steve Brandvold and unanimously carried.

President Palisi reported having spoken with Marty Von Rasefield, President of the Santa Clara County FPO's and proposed to the group that we start meeting up with Santa Clara Prevention Officers (i.e. training, possible investigation, etc.). It was motioned by Mike Leong, seconded by Christine Reed and unanimously carried to meet with the Santa Clara FPO's annually. The motion will be added to the revised 2008 goals and objectives. George Devendorf made a motion to adopt the revised 2008 objectives, seconded by Mike Leong and unanimously carried.



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Liaison Reports:

Chiefs: Chief Skinner reported that there was a presentation at the County Chiefs' meeting by CTAG regarding alternate route plan and incident management. The presentation covered issues such as freeways blocked, what would be emergency routes and how the fire service would come into play. The ideas are in draft right now and will be sent out to cities for review. There was a lot of talk about the new radio system of narrow banding; what are the timelines and impact for each city considering the radios are very costly. There was also a discussion about EMS and what direction we are going in.

Ops: John Mapes reported the Operations meeting will be January 17th.

Training: Keith Marshall reported that the Training Officers are voting to restructure their dues and invoices to fiscal accounting for better planning during the budgetary process. He suggested it might be something we may want to consider in FPO's since the County Chiefs are considering it as well. Other items discussed were CTAG, the continued topic of the Pandemic flu, and several large drills that are in the works (i.e. Golden Guardian, BART drill). Side note: CSM is starting classes next week. Every class has a wait list and there is a new dean of Fire Technology. Keith also reported that Rocque Yballa, Bob Marshall and he are rewriting the curriculum for Prevention 1A & 1B. President Palisi informed Keith that the curriculum involving the ICC may need licensing. Keith will directly contact someone on the ICC Board to confirm.

Roundtable:

Christine Reed: Christine Reed reminded everyone that Cal Fire Chiefs Prevention annual conference will be in March in Buellton with many training opportunities. The website currently has the old schedule, but there is a revision available.

George Devendorf: Emergency Preparedness is now a part of George Devendorf's job duties and he is looking into NIMS compliance. Please let him know if anyone is interested in possible joint classes. He also alerted everyone to a gentleman who is calling around the County looking for Eucalyptus pulp.

Clyde Preston: Clyde Preston informed everyone that in regards to Large Family Daycares the new code should have carried over sec. 1010 of CBC, but failed to do so. Rocque has sent letter to the standards committee bringing their attention to it. Clyde stated that a handout has been done by Santa Clara Fire in regards to care homes. He will wait until Rocque is back to present it, but in the meantime will forward it to the FPO code/standards committee.



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Mike Leong: Mike Leong reported that San Mateo had a fire today. He also informed everyone that the Bay Meadows project is going to be done in type V construction. The project will provide the city with a large park and possibly a new Fire Station 23.

Steve Brandvold: Steve Brandvold reported he will be retiring very soon and the position of Fire Marshal in NCFA will be opening in about 3 weeks. He thanked everyone, stating it has been a wonderful ride, but he is happy to be done. He will be moving to Pennsylvania to be on his ranch.

Angelina Ciucci: Angelina Ciucci asked for volunteers for the Bike Ride to please contact Julie Lamb or herself.

Jim Palisi: President Palisi noted the time change on the agenda for the February meeting to 13:30. He also reported that Belmont/San Carlos has hired a new Emergency Preparedness Coordinator for both cities and the fire department, who will be helping with pub ed as well. He provided an update on the California training standards committee being almost done with revising the fire marshal track.

Dave Downing: Dave Downing thanked Christine Reed for helping with a fire in Millbrae during the last storm. He informed everyone that with Chief Voyer retiring, Dennis Hague has taken over San Bruno for a 6 month period. A study is going on that will look at shared services with CCFD as well.

Adjournment: The meeting was adjourned at 15:25 hours.

NEXT MEETING

**Belmont/San Carlos Fire Station #14
911 Granada Street, Belmont**

**February 20, 2008
1330 Hours**



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ATTENDANCE ROSTER

AGENCY	NAME	PURPOSE
Belmont-San Carlos Fire	Jim Palisi	FPO President
Woodside Fire	Denise Enea	FPO Vice President/Treasurer
North County Fire	Angelina Ciucci	Secretary
Redwood City Fire	Jim Skinner	Liaison to County Chiefs
Foster City	John Mapes	Operations Representative
South San Francisco Fire	Keith Marshall	Training Representative
Millbrae Fire	Dave Downing	Training/Ops Representative
Belmont-San Carlos Fire	Jim Palisi	Member
	Lisa Guerrero	Member
	Linda Ortiz	Member
Cal-Fire	Pete Munoa	Member
Central County Fire	Christine Reed	Member
	Julie Lamb	Member
Colma Fire	Not Present	
Foster City Fire	John Mapes	Member
Half Moon Bay Fire	Not Present	
Menlo Park Fire	Ron Keefer	Member
Millbrae Fire	Dave Downing	Member
North County Fire	Steve Brandvold	Member
	Clyde Preston	Member
	Angelina Ciucci	Member
Redwood City Fire	Uli Perez	Member
San Bruno Fire	George Devendorf	Member
San Mateo Fire	Mike Leong	Member
South San Francisco Fire	Keith Marshall	Member
Woodside Fire	Denise Enea	Member
	Selena Brown	Member
GUESTS	Paul Van Gerwin	Cal-Fire Bay Area PIO