

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

**BOARD CHAMBERS ROOM 107, ADMINISTRATION BUILDING, 651 PINE STREET
MARTINEZ, CALIFORNIA 94553-1229**

KAREN MITCHOFF, CHAIR

JOHN GIOIA, VICE CHAIR

CANDACE ANDERSEN

DIANE BURGIS

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DAVID J. TWA, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 335-1900

JEFF CARMAN, FIRE CHIEF

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA, WILL BE LIMITED TO TWO (2) MINUTES.

The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day.
Your patience is appreciated.

A closed session may be called at the discretion of the Board Chair.

Staff reports related to open session items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

**AGENDA
September 18, 2018**

1:30 P.M. Convene and call to order.

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.4 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Director or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

PRESENTATIONS

PR.1 PRESENTATION recognizing the Contra Costa County Fire Protection District Marine Division for placing 2nd overall (1st in Fire Department Only) in the Maritime section at the 2018 Urban Shield Exercise. (Jeff Carman, Fire Chief)

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

D.3 CONSIDER accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (Jeff Carman, Fire Chief)

- D.4** CONSIDER accepting a report from the Fire Chief on the status of the Contra Costa County Fire Protection District fire inspection program. (Jeff Carman, Fire Chief)
- D.5** CONSIDER accepting a report from the Fire Chief regarding the financial risks that new development poses to the Contra Costa County Fire Protection District. (Jeff Carman, Fire Chief)
- D.6** CONSIDER approving and authorizing the Fire Chief, or designee, to accept a FY 2017 Staffing for Adequate Fire and Emergency Response (SAFER) grant through the U.S. Department of Homeland Security, Federal Emergency Management Agency, in an amount not to exceed \$3,100,000 over a three-year period. (Jeff Carman, Fire Chief) (Up to 75% Federal, 25% District match)

ADJOURN in memory of

Captain Pete Aliotti

Retired Fire Captain

CONSENT ITEMS

- C.1** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Rahul Maharaj, in an amount not to exceed \$180,000, for the term November 1, 2018, through October 31, 2021, for Emergency Medical Dispatch quality assurance review. (100% EMS Transport Fund)
- C.2** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with David Reuben, to increase the payment limit to \$123,000 for background investigations, with no change to the contract term of July 1, 2016 through June 30, 2019. (100% CCCFPD Operating Fund)
- C.3** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a software license and support agreement with the Hospital Association of Southern California, effective July 1, 2018, and renewable annually, in an amount not to exceed \$5,000 annually, for the ReddiNet software application. (100% EMS Transport Fund)
- C.4** ADOPT Resolution No. 2018/2 recognizing the Contra Costa County Fire Protection District Marine Division for placing 2nd overall (1st in Fire Department Only) in the Maritime section at the 2018 Urban Shield Exercise, as recommended by the Fire Chief.

GENERAL INFORMATION

The Board meets in its capacity as the Board of Directors of the Contra Costa County Fire Protection District pursuant to Ordinance Code Section 24-2.402. Persons who wish to address the Board of Directors should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection at 651 Pine Street, First Floor, Room 106, Martinez, CA 94553, during normal business hours. All matters listed under CONSENT ITEMS are considered by the Board of Directors to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board or a member of the public prior to the time the Commission votes on the motion to adopt. Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Directors can be submitted to the office of the Clerk of the Board via mail: Contra Costa County Fire Protection District Board of Directors, 651 Pine Street Room 106, Martinez, CA 94553; by fax: 925-335-1913.

The District will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 335-1900; TDD (925) 335-1915. An assistive listening device is available from the Clerk, Room 106. Copies of recordings of all or portions of a Board meeting may be purchased from the Clerk of the Board. Please telephone the Office of the Clerk of the Board, (925) 335-1900, to make the necessary arrangements. Applications for personal subscriptions to the Board Agenda may be obtained by calling the Office of the Clerk of the Board, (925) 335-1900. The Board of Directors' agenda and meeting materials are available for inspection at least 96 hours prior to each meeting at the Office of the Clerk of the Board, 651 Pine Street, Room 106, Martinez, California.

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www.co.contra-costa.ca.us

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, October 8, 2018 at 7:00 p.m. at the District Training Center, 2945 Treat Blvd., Concord, CA 94518.

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

The Contra Costa County Fire Protection District has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB Assembly Bill
ABAG Association of Bay Area Governments
ACA Assembly Constitutional Amendment
ADA Americans with Disabilities Act of 1990
AFSCME American Federation of State County and Municipal Employees
ARRA American Recovery & Reinvestment Act of 2009
BAAQMD Bay Area Air Quality Management District
BART Bay Area Rapid Transit District
BayRICS Bay Area Regional Interoperable Communications System
BGO Better Government Ordinance
BOC Board of Commissioners
CALTRANS California Department of Transportation
CAER Community Awareness Emergency Response
CAL-EMA California Emergency Management Agency
CAO County Administrative Officer or Office
CCE Community Choice Energy
CBC California Building Code
CCCPCFD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CFC California Fire Code
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer
COLA Cost of living adjustment
ConFire (CCCPCFD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPF – California Professional Firefighters
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
EBMUD East Bay Municipal Utility District
ECCPCFD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee

EMS Emergency Medical Services
et al. et alii (and others)
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
FTE Full Time Equivalent
FY Fiscal Year
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IAFF International Association of Firefighters
ICC International Code Council
IFC International Fire Code
Inc. Incorporated
IOC Internal Operations Committee
ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company
LLP Limited Liability Partnership
Local 1 Public Employees Union Local 1
Local 1230 Contra Costa County Professional Firefighters Local 1230
MAC Municipal Advisory Council
MBE Minority Business Enterprise
MIS Management Information System
MOE Maintenance of Effort
MOU Memorandum of Understanding
MTC Metropolitan Transportation Commission
NACo National Association of Counties
NEPA National Environmental Policy Act
NFPA National Fire Protection Association
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration
PACE Property Assessed Clean Energy
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union
SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee

TRANSPAC Transportation Partnership & Cooperation (Central)

TRANSPLAN Transportation Planning Committee (East County)

TRE or **TTE** Trustee

TWIC Transportation, Water and Infrastructure Committee

UASI Urban Area Security Initiative

UCOA United Chief Officers Association

vs. versus (against)

WAN Wide Area Network

WBE Women Business Enterprise

WCCTAC West Contra Costa Transportation Advisory Committee



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 18, 2018

Subject: Fire Chief's Report - September 18, 2018

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

At the request of the Contra Costa County Fire Board of Directors, the Fire Chief is providing a report on the status and progress of the various District initiatives.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 18, 2018

Contact: Jeff Carman, Fire Chief
925-941-3300

, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

ATTACHMENTS

Fire Chief's Report - September
2018



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

September 18, 2018

TO: Board of Directors
FROM: Jeff Carman, Fire Chief
RE: Fire Chief's Report

- Fire Station 16 (Lafayette): The building footings have been poured, and the underground plumbing and electrical are being installed under the building. The September schedule calls for all foundations and floors to be poured by the end of the month. We look forward to the structure going vertical in October.
- Fire Station 70 (San Pablo): The architectural drawings are complete, and the City of San Pablo is currently reviewing the building plans. Kitchell, our construction management firm, has completed a constructability review of the plans. We expect to approach the Board in October for authorization to go out to bid by year end using our existing pre-qualified bidders.
- The ambulance transport program continues to operate at very high levels of performance. Our County contract requires ambulances to be on-scene within 11 minutes/45 seconds, 90% of the time, in all areas except the City of Richmond where our requirement is 10 minutes, 90% of the time. Countywide, we are arriving within our timeframes 96-97% of the time.
- Although the weather is assuming a fall-like pattern with cooler days and nights, I urge the public not to drop their guard as fire season is not nearly over. This is, in fact, the time of year when we experience the most significant wildfires because the larger fuels are at their driest. This time of year is when we see the highest-risk areas, such as Walnut Creek and Lafayette, become the most vulnerable.
- Another of our apparatus was involved in a freeway accident on September 11 while tending to a patient who had been involved in a previous accident. Fortunately, none of our personnel were injured in the accident, but this was another "near-miss" for our personnel while operating on the freeway. We have already taken steps to get our personnel and apparatus off the freeways as soon as possible, but we are considering implementing additional measures that will reduce our risk even more. This marks the fifth or sixth time our apparatus and/or personnel have been struck while operating on the freeway.

- Fire District managers met with East Contra Costa Fire managers this last month to discuss the auto-aid agreement between the two agencies. Over the summer months, the ratio of aid provided to aid received has become very out of balance with ConFire providing up to four times the amount of aid to East Contra Costa Fire than it is receiving from them. As both fire districts are experiencing increasing call volume every month, and neither agency has added additional resources for quite some time, the management teams from both agencies agree that the current auto-aid agreement is not sustainable. ConFire is working on a proposal whereby only a limited number of resources will be available for auto-aid which will ultimately result in occasional refusals to East Contra Costa Fire when aid is requested. Our agencies are also exploring other measures for reducing the number of requests for resources.
- The Fire District continues to work toward developing an operational plan for “Intentional Multiple Casualty Incidents” (IMCI, formerly referred to as “active shooter incidents”). The new plan will focus on getting EMS to victims of these types of incidents as quickly as possible, including firefighters and EMS personnel entering the “warm” zone. Labor and management are working closely on this topic as it presents a significant change from typical operations.
- The Fire District’s new Hazardous Materials Team has responded to several significant incidents since it was placed into service. The main goal of deploying our own team was to shorten the response time to chemical incidents, and that goal has been accomplished. By shortening the response time, we are able to have both incident commanders and first responders on scene to organize the incident, begin evacuations, and stop or divert the leaking material, thereby reducing exposure to persons and the environment.
- Several District personnel have been deployed as part of the FEMA Urban Search and Rescue Task Force ahead of the hurricane, Florence, affecting the east coast. The deployment will provide swift water and flood rescue capability along with heavy rescue capability, if needed, in the aftermath of the predicted category four hurricane.
- All District senior safety managers attended the four-day Emergency Operations Center (EOC) class presented by the Sheriff’s Department last month. The class emphasized the function of the EOC and the Department Operations Center (DOC) during disaster operations. While four days was a huge commitment in the middle of fire season and amongst other demands, staff learned a great deal and, most importantly, were able to interact and develop working relationships with other county staff in the EOC.
- Retired Fire Captain Peter Aliotti passed away on August 28 as a result of occupational cancer. Captain Aliotti served for 32 years with the Fire District. After being hired as a firefighter, he promoted through the ranks and retired in 2012 as a

well-respected and admired Fire Captain. He is survived by his wife and two daughters, mother, siblings, and their significant others. Captain Aliotti will be missed by all of his brothers and sisters at ConFire, and we thank him and his family for the contributions and sacrifices they made to the benefit Contra Costa County. Funeral services for Captain Aliotti were held on September 14.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 18, 2018

Subject: Status of Fire District Inspection Program

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief on the status of the Contra Costa County Fire Protection District fire inspection program.

FISCAL IMPACT:

Report only. No fiscal impact.

BACKGROUND:

Earlier this year, a newspaper article referenced an investigation made into the status of mandated inspections for several fire departments/districts. In the article, the Contra Costa County Fire Protection District (District) was identified as not being current in the completion of certain mandated inspections for both E (educational) and R (residential) occupancies. Additionally, the District was identified as having a records management system that was not up-to-date. The District immediately began working on these two identified issues.

The District's Fire Prevention Bureau is responsible for numerous mandated and non-mandated inspections, not all of which were referenced in the newspaper article. For example, the mandated inspections we perform in our jails, high rise buildings, and other institutions were up-to-date but not referenced. Non-mandated inspections are performed in

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: September 18, 2018

Contact: Jeff Carman, Fire Chief
925-941-3300

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

places such as residential care facilities because there is a high potential for loss of life should a fire occur in this type of facility. There are also inspections that must be completed prior to a new business opening its doors. Many of these inspections fluctuate in number based on the economy, and it is difficult for the District to hire inspectors as quickly as needed in order to accommodate these fluctuations.

It is important to note that the genesis for the article was to prevent another Ghost Ship fire from occurring. The type of occupancy in which the Ghost Ship fire occurred was not subject to a state mandated inspection. Consequently, while the issues in the inspection program are important to identify, being up-to-date on mandated inspections would most likely not have prevented that fire.

Several factors are relevant to the issues identified in the newspaper article. First, since the recession, the Fire Prevention Bureau has had difficulty recruiting Fire Inspectors. However, this staffing issue was already in the process of being addressed. In fact, on the Monday following the day the article was published, there were four new Fire Inspectors hired at the District. Furthermore, due to the issues identified, and in an effort to return to compliance as quickly as possible, the District had reassigned two Fire Inspectors from its Engineering Division to its Code Enforcement Division and also hired a temporary Fire Inspector.

Second, it was noted that the District had a contractual agreement from prior years to perform fire prevention work for the East Contra Costa Fire Protection District. That contract has since been canceled, and our Fire Inspectors are now able to focus on performing District (ConFire) inspections.

Third, several temporary clerical workers were hired to assure that our database was up-to-date, eliminate old/obsolete inspections, eliminate duplicate inspections, and make sure that all new occupancies were in the system.

As a result of the measures taken, we are now up-to-date on all E occupancy inspections and have completed 80% of our backlog of R inspections. We are on target to be completely current by January 1, 2019.

The District is also in the process of performing a staffing study to determine if the number of positions we have in the Fire Prevention Bureau is adequate to maintain our annual inspection requirements or if we need additional positions. We are also looking at new fire prevention software that would improve our efficiency by allowing for the input of fire inspection data from the field via mobile devices. The District will report back to the Board if additional Fire Inspector positions are needed and/or it becomes necessary to modify our projected completion date.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 18, 2018

Subject: Fire District Funding for New Development

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief regarding the financial risks that new development poses to the Contra Costa County Fire Protection District.

FISCAL IMPACT:

Report only. No fiscal impact.

BACKGROUND:

The Great Recession was an example of how vulnerable the Contra Costa County Fire Protection District (District) is to fluctuations in assessed property values and resulting property tax revenues. During the recession, seven fire companies were closed, reducing District-wide staffing by nearly 25%. Although the economy has improved since the recession, the District still struggles with financial challenges, and not all of our closed fire stations have been reopened.

The District has implemented a variety of initiatives to reduce call volume, coordinate resources as efficiently as possible, and diversify the revenue stream to stabilize provision of emergency services.

On average, the District collects 14% of the ad valorem tax in District tax rate areas. Although the District is under-resourced with this portion of the ad valorem tax, the District uses the 14% rate as the

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 18, 2018

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Jeff Carman,
925-941-3300 x1200

By: , Deputy

cc:

BACKGROUND: (CONT'D)

minimum necessary tax apportionment for all future development to assure our ability to continue providing emergency medical, fire, and rescue services to newly developed areas.

In some of the areas identified for development, the District will receive much less than 14%. This threatens the District's ability to provide adequate levels of fire and emergency medical response services. District staff is working with the various cities we serve to educate them and make them aware of the need for additional revenue above and beyond the property tax revenues that are normally collected for fire services. Unfortunately, there is little the District can do to limit new development when public safety services are under-resourced.

Recently, the Antioch city council approved a residential development that could add up to 4,000 dwellings in the southern part of the city and included no additional revenue for the District despite written and verbal communications advising them that the District would not be able to provide adequate fire and emergency medical service in the absence of additional revenue. Planning for new developments must include consideration for funding of public safety infrastructure. Without this critical consideration, we risk creating areas that are significantly under-resourced, such as exists in the East Contra Costa Fire Protection District.

The District will continue to work collaboratively with the cities it serves in an effort to reach agreements when these issues arise. In the absence of agreements with the cities, the District will pursue agreements with the developers to assure that adequate funding is secured prior to development. The District is also working with other fire districts in the State to see what measures they have taken to prevent this situation from occurring in their jurisdictions.

Lastly, the District may come before the Board in the future to seek approval to create "service zones" as defined by The Fire Protection District Law of 1987 (HS&C §13800, et seq.) to impose additional fees where property tax revenues fall short of the minimum needed to support fire services.

In the meantime, I ask that each of you reach out to your respective cities and urge them to work with the District to assure there is adequate funding in their future development areas and to avoid the challenging situation that has been created in other areas of the County.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 18, 2018

Subject: FY 2017 Staffing for Adequate Fire and Emergency Response (SAFER) Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to accept a FY 2017 Staffing for Adequate Fire and Emergency Response (SAFER) grant through the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), in an amount not to exceed \$3,100,000 over a three-year period.

FISCAL IMPACT:

The SAFER grant budget is approximately \$5 million over three years. The Federal share is approximately \$3.1 million and the District's share is approximately \$1.9 million.

The cost share requirement for the FY 2017 SAFER grant awards is significant. The Period of Performance is three years. No extensions beyond three years will be allowed. During that three-year period, the District will be responsible for providing a 25% cost share in the first and second years and a 65% cost share in the third year. Additionally, FY 2017 awards limit position costs to the usual annual cost of a first-year firefighter at the time of the grant application. Therefore, the District will also be responsible for funding 100% of merit increments and negotiated wage increases over three years.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 18, 2018

Contact: Jackie Lorrekovich, Chief Admin
Svcs (925) 941-3300 x1300

David J. Twa, County Administrator and Clerk of the Board of
Supervisors

By: , Deputy

cc:

BACKGROUND:

On August 24, 2018, the Contra Costa County Fire Protection District (District) was awarded a three-year federal grant in the amount of \$4,976,451 to fill nine (9) Firefighter or Firefighter-Paramedic positions. The grant was awarded by the Federal Emergency Management Agency. The grant program is Staffing for Adequate Fire and Emergency Response, also known as SAFER. This authorizes the Contra Costa County Fire Protection District (District) to accept the award for a fiscal year (FY) 2017 Staffing for Adequate Fire and Emergency Response (SAFER) grant.

The purpose of SAFER grants is to provide funding directly to fire departments to assist them in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire-related hazards. A fire company is typically staffed with a captain, an engineer, and a firefighter, at least one of which is a paramedic. With this grant, the District intends to add a fourth position, a Firefighter or Firefighter-Paramedic classification, on our busiest ladder truck companies at Fire Station 6 in Concord, Fire Station 83 in Antioch, and Fire Station 84 in Pittsburg.

Period of Performance: The period of performance for this grant is three years. Extensions to the period of performance are not available.

Cost Share: SAFER grant recipients are required to contribute a cost share toward the actual cost of hiring firefighters under this program.

No Supplanting Allowed: SAFER grant funds may only be used to hire new, additional firefighters and may not be used to supplant funds that would otherwise be available from State or local sources.

Minimum Budget Requirement: At the time of application, SAFER grant applicants are required to certify that their annual budget for fire-related programs and emergency response has not been reduced below 80% of the average funding level in the three years prior to November 24, 2003.

Position Cost Limit: SAFER grant funds may not exceed a certain percentage of the usual annual cost of a first-year firefighter in that department at the time of the grant application. There is no waiver available for this requirement.

The amount of Federal funding provided to a recipient for hiring a firefighter in any fiscal year may not exceed:

- in the **first year** of the grant, **75%** of the usual annual cost of a first-year firefighter in the District at the time the grant application is submitted;
- in the **second year** of the grant, **75%** of the usual annual cost of a first-year firefighter in in the District at the time the grant application was submitted; and
- in the **third year** of the grant, **35%** of the usual annual cost of a first-year firefighter in the District at the time the grant application was submitted.

“Usual annual costs” includes the base salary and standard benefits package (including the average health, dental, and vision costs, FICA, life insurance, retirement/pension, etc.) offered by the District to first-year firefighters. Since the grant will only cover a portion of salary and benefits costs, the District would be responsible for funding the cost share indicated above plus the additional costs of merit increments and negotiated wage increases over three years.

Throughout the performance period of the grant, the District will need to maintain the total number of authorized and funded firefighter positions at the time of award plus the total number of SAFER-funded firefighter positions. The District cannot lay off firefighters during the period of performance, and vacancies that arise through attrition – such as openings created by retirements – must be filled within a reasonable time period.

The SAFER grant budget is \$4,976,451 over three years. The Federal share is \$3,068,812, and the local agency match is \$1,907,639.

Additional actions necessary to facilitate the acceptance of this grant include the Fire Board of Directors adopting a Position Adjustment Request (P300) to add the nine (9) firefighter positions to the District's total number of authorized positions, as well as approving a side letter with IAFF Professional Firefighters, Local 1230 that outlines the use of the nine (9) firefighter positions. The P300 will be submitted for Board approval (on consent) in October.

CONSEQUENCE OF NEGATIVE ACTION:

The District would not accept the SAFER grant and staffing levels would remain as is.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 18, 2018

Subject: Contract for Emergency Medical Dispatch Quality Assurance Review

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Rahul Maharaj, in an amount not to exceed \$180,000, for the term November 1, 2018, through October 31, 2021, for Emergency Medical Dispatch quality assurance review.

FISCAL IMPACT:

Budgeted: 100% CCCFPD EMS Transport Fund

BACKGROUND:

The Contra Costa County Fire Protection District (District) provides 911-system emergency dispatch services for the District as well as the neighboring fire agencies of El Cerrito/Kensington Fire Department, East Contra Costa Fire Protection District, Rodeo-Hercules Fire Protection District, Pinole Fire Department, Crockett/Carquinez Fire Protection District, and Moraga/Orinda Fire Protection District. District Dispatchers are trained in fire and medical emergencies and are certified as Emergency Medical Dispatchers to provide pre-arrival medical instructions while first responders are on the way. Dispatchers must maintain their certification through on-going training and education. The contractor, Rahul Maharaj, has experience in providing quality improvement review in Emergency Medical Dispatch. Mr. Maharaj will consult and assist with case review, data management, feedback, and new and continuing education development for the District in order to improve the quality of service provided by the District's Dispatchers.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: September 18, 2018

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Will Pigeon, Assistant Chief
Communications 925-941-3300

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District will not benefit from the contractor's expertise to improve the quality of the Emergency Medical Dispatch provided during 911 emergency calls.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 18, 2018

Subject: Contract Amendment for Pre-Employment Background Investigations

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with David Reuben, to increase the payment limit to \$123,000 for background investigations, with no change to the contract term of July 1, 2016 through June 30, 2019.

FISCAL IMPACT:

This amendment would increase the payment limit by \$23,750, from \$99,250, to a new total of \$123,000.

BACKGROUND:

The Contra Costa County Fire Protection District (District) conducts pre-employment background investigations for prospective employees in certain classifications. David Reuben is a licensed private investigator in the business of conducting background investigations for local and state government agencies. The District executed a contract with David Reuben for the term of July 1, 2016, through June 30, 2019, and Mr. Reuben has provided background investigations for a number of employee candidates. The District is planning on hiring two large groups of firefighters that will require pre-employment background investigations. This contract amendment will provide funding for the cost of background checks for the prospective firefighters as well as other job classifications as needed.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 18, 2018

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Jackie Lorrekovich, Chief Admin Svcs (925) 941-3300 ext 1300

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District does not have the internal resources and expertise to conduct pre-employment background investigations on large groups of prospective employees. Additionally, using a contractor provides for a degree of objectivity and removes any potential conflict of interest.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 18, 2018

Subject: ReddiNet Software License and Support Agreement

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a software license and support agreement with the Hospital Association of Southern California, effective July 1, 2018, and renewable annually, in an amount not to exceed \$5,000 annually, for the ReddiNet software application.

FISCAL IMPACT:

100% Budgeted; EMS Transport Fund (fund 2040000). Actual costs are estimated at \$3,000-\$4,000 annually.

BACKGROUND:

The Hospital Association of Southern California (HASC) has established the ReddiNet software application and computerized emergency communications network to provide an emergency communications link to its participating customers. HASC is a trade association with the technical and centralized resources which enable it to effectively host and provide the ReddiNet software, data, and hardware infrastructure and support to its customers.

The Contra Costa County Fire Protection District (District) has been providing emergency ambulance services within Contra Costa County since January 1, 2016.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 18, 2018

Contact: Terry Carey, Assistant Fire Chief
EMS (925) 941-3300 x 1104

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The District is required to participate in the ReddiNet system to obtain information regarding hospital facility capacity and availability, manage mass casualty incidents, send and receive messages with participants in the ReddiNet system, assess available resources, and view current and projected bed availability for hospitals and long term care facilities.

CONSEQUENCE OF NEGATIVE ACTION:

The District will not have access to an emergency communications network that provides information to effectively manage emergency ambulance services.

ATTACHMENTS



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Jeff Carman, Chief, Contra Costa County Fire Protection District
Date: September 18, 2018

Subject: 2018 Urban Shield Presentation

RECOMMENDATION(S):

ADOPT Resolution No. 2018/2 recognizing the Contra Costa County Fire Protection District Marine Division for placing 2nd overall (1st in Fire Department Only) in the Maritime section at the 2018 Urban Shield Exercise.

BACKGROUND:

The Contra Costa County Fire Protection District Marine Division participated in the Maritime section of Urban Shield 2018. Maritime/Fire/Rescue and EMS teams were presented with realistic, mentally and physically challenging training scenarios that required them to demonstrate their ability to operate in an “all-risk” environment. Examples of “all-risk” include searching for persons reported overboard, in-water rescues, and responding to reports of an oil spill followed by the provision of EMS for sick and/or injured survivors. Boat handling, navigation, use of navigation aids, and familiarity with maritime rescue tools and equipment were also evaluated. Twelve (12) agencies competed in the Maritime/Fire/Rescue section.

Day 1 - Saturday - A large scale drill of a large commercial airplane down in the Bay, with 19 different agencies to validate practical application of the techniques required to rapidly move victims in an expanded water rescue incident from low

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 18, 2018

Contact: Jeff Carman, Fire Chief
925-941-3300

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

freeboard rescue boats to passenger ferries. Review of best practices for on-water coordination and organization of an expanded incident and integrating law enforcement, Fire/Rescue, EMS, USCG, VMAP ferries, and private partners.

Day 2 - Sunday - Red Command Maritime Command Competition events:

1. Open water rescue of person in the water
2. Boat and Marina Fires
3. Response to terrorist attack with search of victims
4. Oil spill response and Boom deployment
5. Endangered Vessel Assistance

The Contra Costa County Fire Protection District Marine Division members included Captain Nick Sinosky, Captain Aaron Brunton, Engineer Lontavious Johnson, Engineer John Crawford, Firefighter Konnor Delang, and Firefighter Brandon Burruss.

ATTACHMENTS

Resolution No. 2018/2

*The Board of Directors of the
Contra Costa County Fire Protection District*

In the matter of:

Resolution No. 2018/2

Recognizing the Contra Costa County Fire Protection District Marine Division for placing 2nd overall (1st in Fire Department Only) in the Maritime section at the 2018 Urban Shield Exercise.

Whereas, the Contra Costa County Fire Protection District serves over 90 miles of shoreline and hundreds of miles of waterways within its jurisdiction; and

Whereas, the Contra Costa County Fire Protection District recognizes the significant risk for loss of life and property on these shorelines and waterways; and

Whereas, the Contra Costa County Fire Protection District also recognizes the threat posed by both natural and manmade disasters on these shorelines and waterways; and

Whereas, the Contra Costa County Fire Protection District Marine Division, under the direction of Marine Program Coordinator, Battalion Chief Jim Huntze, has trained and certified a number of its personnel on the safe and competent operation of Fire Boat 85; and

Whereas, the Contra Costa County Fire Protection District Marine Division crew – Captain Aaron Brunton, Captain Nick Sinosky, Engineer John Crawford, Engineer Lontavious Johnson, Firefighter Brandon Burruss, and Firefighter Konnor Delang – competed with Fire Boat 85 against twelve fireboat operators from the greater bay area, and had their skills tested in numerous simulated scenarios, alongside nineteen different agencies; and

Whereas, the Contra Costa County Fire Protection District Marine Division was rated the highest in performance amongst all participating fire agencies, and was rated only second, overall, to the United States Coast Guard.

Now, Therefore, Be It Resolved that the Contra Costa County Fire Protection District Board of Directors does hereby recognize and commend the Contra Costa County Fire Protection District for its commitment to maintaining a high level of competency and efficiency in the use of Fireboat 85; and the Marine Division crew, specifically, for their outstanding performance in the 2018 Urban Shield Exercise.

KAREN MITCHOFF

Chair, District IV Supervisor

JOHN GIOIA

District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

FEDERAL D. GLOVER

District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 18, 2018

David J. Twa,

By: _____, Deputy