

2018 ANNUAL REPORT



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

Erel Betser, District I (February – December)
Matthew Guichard, District II
Edward Haynes, District III, (January – March)
Debra Galey, District IV (Vice-Chair)
Nat Rojanasathira, District V (Chair)
Mike Egan, At Large #1
Richard T. Chapman, At Large #2 (Liaison to the Board of Supervisors)
Latonia Ellingberg, Staff

Alternates

Lisa Bartley (District I / April – September; At-Large / October – December)
Walter Fields (District V / June – September; At-Large / October – December)
Darran Mazaika (District IV / June – September; At-Large / October – December)

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Contra Costa County Fire Protection District Advisory Fire Commission

Meetings: Bi-monthly meetings were held: February, April, June, August, October, and December

Location/Time: 4005 Port Chicago Highway, Concord at 7:00 p.m.

Chair: Nat Rojanasathira

Staff: Latonia Ellingberg

Reporting Period: January through December 2018

I. ACTIVITIES

- Conducted regular business of the Commission
- Conducted regular business of the Commission as well as the following Committees:
 - Apparatus & Equipment*
 - Budget*
 - Personnel*
 - Property and Annexation*

*(*All above committee business conducted during the course of regular meetings.)*

- Attended Contra Costa County Fire Commissioners Association Meetings
- Attended Board of Supervisors Meetings
- Attended Contra Costa County Fire Protection District Board of Directors meetings
- Attended the Line of Duty Death Memorial Service
- Attended Fire Academy #51 Graduation Ceremony
- Attended various city council, town hall, and other fire board meetings

II. ACCOMPLISHMENTS

- Reviewed and provided feedback on the Draft FY 2018/19 Budget
- Conducted public hearings to resolve public complaints regarding weed abatement charges
- Approved adjustments to weed abatement charges
- Provided feedback on fire prevention activities, suppression leave, incident summary reports and response times
- Provided feedback on levels of service in communities with closed stations or reduced service

- Successfully amended the Bylaws to allow for three At-Large alternate commissioners, any one of whom may replace any seated member regardless of supervisorial district
- Attended walkthrough of Fire District's new administrative offices

III. ATTENDANCE/REPRESENTATION

- Vacancies: District III
- Diversity: Commission consists of a variety of retired and active business professionals/owners including Engineer; Attorney; Management Analyst – City of Brentwood; Administrative Services Director – Town of Danville; retired Security Advisor, former Police Detective, and volunteer Firefighter/EMT with the Graeagle Volunteer Fire Department; retired Fire Captain; Claims Analyst; Paramedic; and Criminal Investigator.
- Level of Participation:

Regular Mtgs.	
Betser	3 of 5
Chapman	6 of 6
Egan	5 of 6
Galey	5 of 6
Guichard	6 of 6
Haynes	0 of 1
Rojanasathira	5 of 6
Bartley (Alternate)	4 of 5
Fields (Alternate)	3 of 4
Mazaika (Alternate)	4 of 4

- Quorum Frequency: No meetings cancelled due to lack of a quorum.

IV. TRAINING/CERTIFICATION

- Commissioners Bartley, Betser and Mazaika completed “The Brown Act and Better Government Ordinance – What You Need to Know as a Commission, Board, or Committee Member” and “Ethics Orientation for County Officials.”

V. PROPOSED WORK PLAN/OBJECTIVES FOR NEXT YEAR

- Continue to work with the Fire Chief on budgetary issues.
- Contribute to the development of a weed abatement appeal process.
- Attend meetings relative to fire service issues.
- Provide input to the Board of Directors.
- Continue to monitor citizen complaints stemming from the District's weed abatement program.
- Continue to approve adjustments to weed abatement charges.
- Continue to exercise oversight of the approval process for the disposal of surplus property.
- Continue to explore alternate funding sources.