

**CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT**

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

**JOHN GIOIA, CHAIR**  
**CANDACE ANDERSEN, VICE CHAIR**  
**DIANE BURGIS**  
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**FEDERAL D. GLOVER**

**DAVID J. TWA, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 335-1900**  
**LEWIS BROSHARD III, 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](http://www.co.contra-costa.ca.us)

**SPECIAL MEETING**  
**AGENDA**  
**September 10, 2019**

**10:00 A.M.** Convene and call to order.

**DISCUSSION ITEMS**

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

**D.3** CONSIDER accepting the 2018 Occupancy Inspection Compliance Report and  
ADOPT Resolution No. 2019/3. (Lewis T. Broschard III, Fire Chief)

**D.4** CONSIDER accepting a report from the Fire Chief providing a status summary for  
ongoing Fire District activities and initiatives. (Lewis T. Broschard III, Fire Chief)

**D.5** CONSIDER accepting a report from the Fire Chief providing a status summary for  
Contra Costa County Fire Protection District fire station construction projects.  
(Lewis T. Broschard III, 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](http://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 14, 2019, at 7:00 p.m. at their Administrative Office, 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

**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  
**CCCFPD (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 (CCCFPD)** 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  
**ECCFPD** 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: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
 Date: September 10, 2019

Subject: 2018 Occupancy Inspection Compliance Report

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**RECOMMENDATION(S):**

ACCEPT the 2018 Occupancy Inspection Compliance Report from the Fire Chief pursuant to Sections 13146.2 and 13146.3 of the California Health & Safety Code; and  
 ADOPT Resolution No. 2019/3 acknowledging receipt of the report pursuant to Section 13146.4 of the California Health & Safety Code.

**FISCAL IMPACT:**

There is no fiscal impact to the adoption of this resolution.

**BACKGROUND:**

Section 13146.2 requires the Contra Costa County Fire Protection District (District) to annually inspect all hotels, motels, lodging houses, apartment houses and dwellings, and associated accessory structures for compliance with building standards and other regulations of the State Fire Marshal. Single family dwellings, including duplexes, are excluded. The occupancies covered by this statute are defined in the "Group R" occupancy classifications within the California Fire and Building Codes.

Section 13146.3 requires the District to

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **09/10/2019** ☐ 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 10, 2019

Contact: Lewis T. Broschard III, Fire  
 Chief (925) 941-3300

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

By: , Deputy

cc:

#### BACKGROUND: (CONT'D)

inspect all public or private schools not less than once per year. The occupancies covered by this statute are defined in the "Group E" occupancy classifications within the California Fire and Building Codes. It should be noted that a school is defined as containing grades K-12 and does not include day care, colleges, or adult learning facilities.

Effective January 1, 2019, Section 13146.4 of the California Health and Safety Code requires all city or county fire departments and fire districts responsible for conducting mandated annual occupancy inspections of Group E and Group R occupancies to report annually to their governing body on their compliance with these two mandated inspection programs. Additionally, the governing body is required to adopt a resolution acknowledging receipt of the report.

For the calendar year 2018 reporting period, the District completed 100% of the required annual inspections of both Group E and Group R occupancies within its jurisdiction.

#### CONSEQUENCE OF NEGATIVE ACTION:

If the Board fails to accept the report and adopt the resolution, the District will be in violation of Section 13146.4 of the California Health and Safety Code until such time as a report is accepted and a resolution is adopted.

#### ATTACHMENTS

Resolution 2019/3

# THE BOARD OF DIRECTORS OF THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Adopted this Resolution on 09/10/2019 by the following vote:

AYE: ☐  
NO: ☐  
ABSENT: ☐  
ABSTAIN: ☐  
RECUSE: ☐



## Resolution No. 2019/3

In The Matter Of: Acknowledgement of receipt of the Contra Costa County Fire Protection District's 2018 Occupancy Inspection Compliance Report,

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on January 1, 2019; and

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Contra Costa County Fire Protection District, that provide fire protection services to perform annual inspections in every building used as hotels, motels, lodging houses, apartment houses and dwellings, and associated accessory structures for compliance with building standards and other regulations of the State Fire Marshal, as provided; and

WHEREAS, California Health & Safety Code Section 13146.2 requires all fire departments, including the Contra Costa County Fire Protection District, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3; and

WHEREAS, the Contra Costa County Fire Protection District Board of Directors intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the Contra Costa County Fire Protection District's compliance with California Health and Sections 13146.2 and 13146.3;

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Fire Protection District Board of Directors expressly acknowledges the measure of compliance of the Contra Costa County Fire Protection District with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the Contra Costa County Fire Protection District in 2018, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES Educational Group E occupancies are those public and private schools used by more than six persons at any one time for educational purposes, including kindergarten through the 12th grade. Within the Contra Costa County Fire Protection District, there were 191 such Group E occupancies, buildings, structures and/or facilities.

During calendar year 2018, the Contra Costa County Fire Protection District completed the annual inspection of all Group E occupancies, buildings, structures and/or facilities.

B. RESIDENTIAL GROUP R OCCUPANCIES Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), as well as other residential occupancies (including a number of residential care facilities). Within the Contra Costa County Fire Protection District there were 7,296 Group R (R-1, R-2, R-2.1, and R-4) occupancies, including accessory and secondary structures, of this nature known to the District. Included within this list are all Group R occupancies in the planning, design, or new construction phase that are not constructed or occupied, as well as duplex residential occupancies which should be classified as Group R-3 (single family) occupancies.

During calendar year 2018, the Contra Costa County Fire Protection District completed the annual inspection of all constructed and occupied Group R occupancies, buildings, structures and/or facilities.

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.

Contact: Lewis T. Broschard III, Fire Chief (925)  
941-3300

ATTESTED: September 10, 2019

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

By: , Deputy



**cc:**



**Contra  
Costa  
County**

To: Contra Costa County Fire Protection District Board of Directors  
 From: Lewis T. Broschard, III, Chief, Contra Costa Fire Protection District  
 Date: September 10, 2019

Subject: Fire Chief's Report - September 10, 2019

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**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.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **09/10/2019** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

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ATTESTED: September 10, 2019

Contact: Lewis T. Broschard III, Fire  
 Chief (925) 941-3300

, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

## ATTACHMENTS

Fire Chief's September  
Report



## CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

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September 10, 2019

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Fire Chief's Report

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- Annual Line of Duty Death Memorial Service. This event will be held on Saturday, September 14 at 10 a.m. at our memorial wall located on the District's Concord training campus. Two names have been added to our memorial wall, those of Fire Captain Peter Aliotti and Fire Captain Roger Harless who both succumbed to job related illnesses in the past year. Beginning this year, we have moved this event to its new September date to more closely align it with the California Firefighters Memorial Service and to increase attendance by timing it after the summer vacation months.
- National Night Out. Con Fire engine and truck crews, along with the Fire Prevention Bureau's public education specialists, supported a total of nine annual National Night Out events across the County last month with Sparky also making appearances. At each event, participants received educational information on the importance of smoke alarms. The District participated in events in Antioch, Concord, Martinez, Pittsburg, Pleasant Hill, San Pablo, and Walnut Creek, with some communities having multiple events.
- Academy 54 Update. We are preparing for 27 recruits to begin this 19-week intensive training program beginning in October. Of the 27 recruits, six are paramedics who will be a welcome addition to our ranks for this critical specialty when graduation occurs next spring.
- Apparatus Update. The District's newest water tender recently underwent final acceptance inspection at the manufacturing facility in Florida. The water tender will be delivered very soon and just in time to enter service before the end of this fire season. It will replace a 30-year-old tender, from the Riverview Fire District, which is still in service.
- REACH Partnership. The new Con Fire-branded medical transport helicopter is planned to go into service on September 28. Air medical training for our personnel will begin on September 16.



- **Facility Maintenance.** The training tower on the Concord training campus, originally constructed in the 1960s, is receiving much needed repairs and renovation. The tower closed for renovation on August 22 and is expected to reopen on October 4. In the meantime, necessary training is being conducted using other training facilities including our multi-functional Phase V Burn Trainer located at the former Concord Naval Weapons Station.

Historic Fire Station 6 in Concord is also undergoing a well-deserved re-roofing. That work began on August 26 and is expected to conclude on October 4.

- **Fire District Open House.** Our annual open house will be held on Saturday, November 2 from 9 a.m. to 1 p.m. at the Training and Safety Division on Treat Boulevard in Concord. The theme for this year's event is "Not Every Hero Wears a Cape; Plan and Practice Your Home Escape," which will be used to tie together the several public education demonstrations and displays. As in past years, the open house will feature a variety of interactive and educational activities as well as apparatus, equipment, and our helicopter program.
- **Residents Guide to Wildfire Preparation and Evacuation.** Although intended to be a digital product available on numerous County websites, we recognized a need for hard copies of the document and are having several thousand copies printed in collaboration with the Sheriff's office. These will be distributed at public presentations, senior citizen facilities, county libraries, and will also be available for Supervisors' offices.
- **North Orinda Shaded Fuel Break (NOSFB) Project.** As of late August, about 50% of the 20 miles of this project had been completed. Almost all the work in our District has been completed as a result of this progress report. Moraga-Orinda Fire Protection District has created a detailed online progress tracking tool that can be linked to from the Con Fire Exterior Hazards webpage (<https://www.cccfpd.org/exterior-hazards>).
- **Fire Season.** To date, this fire season has been mild across the state. There are estimates stating that up to 90% fewer acres have burned compared with the same time last year. In our District, there have been about the same number of fires as compared with last year, and we have succeeded in keeping these relatively small fires small. There have been three significant wildland fires in the East Contra Costa Fire Protection District within the last 60 days, and we provided substantial resources for an extended period. We now are entering what is normally the most active and dangerous period of our local fire season but with a significantly higher fuel load than in recent years. We all should be reminded there is still considerable potential for large and destructive wildfires until consistent rains begin to fall in the area.



**Contra  
Costa  
County**

To: Contra Costa County Fire Protection District Board of Directors  
 From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
 Date: September 10, 2019

Subject: Update on Fire Station Construction Projects - September 10, 2019

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**RECOMMENDATION(S):**

ACCEPT a report from the Fire Chief providing a status summary for Contra Costa County Fire Protection District fire station construction projects.

**FISCAL IMPACT:**

Status report only. 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 District fire station construction projects.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **09/10/2019** ☐ 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 10, 2019

Contact: Lewis T. Broschard III, Fire  
 Chief (925) 941-3300

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

By: , Deputy

cc:

## ATTACHMENTS

Construction Project Update\_September 2019



## CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

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September 10, 2019

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Update on Fire Station Construction Projects

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### Fire Station 16 – Lafayette

The grand opening ceremony was held yesterday. Final punch list items are being addressed, and the crews have begun moving in. Engine 16 should be operating from its new home within a few days.

### Fire Station 70 – San Pablo

Construction is proceeding. The site was excavated in order to treat and condition the soil. The building pad has been laid out. Compaction is underway, and the underground utilities are being laid out. We expect to be "vertical" within a few months.

### Fire Station 9 – Pacheco and Fire Station 86 – Bay Point

The planning reviews have been completed, and we are working to address any issues identified during planning. We have completed some value engineering in order to reduce construction costs. The architect is now developing construction drawings.

In the coming months, the Fire District will begin the financial planning for construction financing. After financing options have been identified, we will bring a recommendation to the Board.