

2020 ANNUAL REPORT



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

**Erel Betser, District I
Matthew Guichard, District II (Vice Chair)
Michael Daugelli, District III
Debra Galey, District IV (Chair)
Richard S. Nakano, District V
Mike Egan, At Large #1
Richard T. Chapman, At Large #2 (Liaison to the Board of Directors)
Latonia Ellingberg, Staff**

**Lisa Bartley, At-Large Alternate #1 (January – June)
Walter Fields, At-Large Alternate #2**

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Contra Costa County Fire Protection District Advisory Fire Commission

Meetings: Bi-monthly meetings were held: February, August, October, and December. April and June meetings were cancelled due to COVID-19 restrictions.

Location/Time: 4005 Port Chicago Highway, Concord at 7:00 p.m. Virtual-only meetings were held in August, October, and December.

Chair: Debra Galey

Staff: Latonia Ellingberg

Reporting Period: January through December 2020

I. ACTIVITIES

- Conducted regular business of the Commission
- Conducted regular business of the Commission as well as the following Committees:
 - Apparatus & Equipment*
 - Bylaws
 - 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 (virtual)
- Attended Contra Costa County Fire Protection District Board of Directors meetings (virtual)
- Attended the Line of Duty Death Memorial Service (virtual)
- Attended Fire Academy Graduation Ceremony (virtual)
- Attended Fire District Annual Open House (virtual)
- Attended various city council, town hall, and other fire board meetings

II. ACCOMPLISHMENTS

- Conducted public hearings to resolve public complaints regarding weed abatement charges
- Approved adjustments to weed abatement charges
- Exercised oversight of the approval process for the disposal of surplus property

- Provided feedback on fire prevention activities, suppression leave, incident summary reports and response times
- Provided feedback on annual budget

III. ATTENDANCE/REPRESENTATION

- Vacancies: At-Large Alternates #1 and #3
- Diversity: Commission consists of a variety of retired and active business professionals/owners including Engineer; Attorney; retired High School Teacher; Management Analyst – City of Brentwood; retired Security Advisor, former Police Detective, and volunteer Firefighter/EMT with the Graeagle Volunteer Fire Department; retired Fire Captain; Claims Analyst; and Paramedic.
- Level of Participation:

Regular Mtgs.	
Betser	2 of 4
Chapman	4 of 4
Daugelli	4 of 4
Egan	3 of 4
Galey	3 of 4
Guichard	4 of 4
Nakano	3 of 4
Bartley (At-Large Alternate #1)	0 of 1
Fields (At-Large Alternate #2)	4 of 4

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

IV. TRAINING/CERTIFICATION

- Commissioners Egan, Fields, and Nakano completed “The Brown Act and Better Government Ordinance – What You Need to Know as a Commission, Board, or Committee Member.”

V. PROPOSED WORK PLAN/OBJECTIVES FOR NEXT YEAR

- 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 attend Contra Costa County Fire Commissioners Association meetings.
- 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.