

2021 ANNUAL REPORT



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

Erel Betser, District I

Matthew Guichard, District II (Chair, July – December; Vice Chair, January – June)

Michael Daugelli, District III

Debra Galey, District IV (Chair, January – June)

Richard S. Nakano, District V

Mike Egan, At Large #1

Richard T. Chapman, At Large #2 (Vice Chair, July – December; Liaison to the Board of Directors)

Latonia Ellingberg, Staff

Soheila Bana, At-Large Alternate #1 (June – December)

Walter Fields, At-Large Alternate #2

Clayton Laderer, At-Large Alternate #3

2021 ANNUAL REPORT

Contra Costa County Fire Protection District Advisory Fire Commission

Meetings: Bi-monthly meetings were held: February, April, June, August, October, and December. Special meetings were held: May, July, and September.

Location/Time: All meetings were virtual-only.

Chair: Matt Guichard (July – December); Debra Galey (January – June)

Staff: Latonia Ellingberg

Reporting Period: January through December 2021

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 Alternate #1 was vacant January through May.
- Diversity: Commission consists of a variety of retired and active business professionals/owners including Engineer; Attorney; retired High School Teacher; Management Analyst; retired Security Advisor, former Police Detective, and volunteer Firefighter/EMT; retired Fire Captain; Real Estate Agent and retired Transportation Engineer; Paramedic; Physical Assistant and Fire Academy Instructor.
- Level of Participation:

Regular Mtgs.	
Betser	4 of 9
Chapman	7 of 9
Daugelli	9 of 9
Egan	6 of 9
Galey	7 of 9
Guichard	8 of 9
Nakano	8 of 9
Bana (At-Large Alternate #1)	5 of 7
Fields (At-Large Alternate #2)	9 of 9
Laderer (At-Large Alternate #3)	8 of 9

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

IV. TRAINING/CERTIFICATION

- Commissioners Bana, Chapman, Daugelli, Galey, Guichard, and Laderer completed Brown Act Training and Ethics Training.

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.