

CALENDAR FOR THE BOARD OF DIRECTORS
CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
BOARD CHAMBERS ROOM 107, ADMINISTRATION BUILDING, 651 PINE STREET
MARTINEZ, CALIFORNIA 94553-1229

CANDACE ANDERSEN, *CHAIR*
MARY N. PIEPHO, *VICE CHAIR*
JOHN GIOIA
KAREN MITCHOFF
FEDERAL D. GLOVER

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 THREE (3) 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.

ANNOTATED AGENDA & MINUTES
August 16, 2016

Present: Director John Gioia; Director Candace Andersen; Director Mary N. Piepho; Director Karen Mitchoff; Director Federal D. Glover

Staff Present: David Twa, County Administrator
Jeff Carman, Fire Chief

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

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.1 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.**

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

There were no items removed from consent for discussion.

D. 2 PUBLIC COMMENT (3 Minutes/Speaker)

There were no requests to speak at public comment.

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)

AYE: Director John Gioia, Director Candace Andersen, Director Mary N. Piepho, Director Karen Mitchoff, Director Federal D. Glover

CONSENT ITEMS

C.1 APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with RJN, Inc. doing business as H&N Enterprises in an amount not to exceed \$750,000 for the abatement of exterior fire hazards for the term September 1, 2016 to August 31, 2018. (100% Abatement Fees)

AYE: Director John Gioia, Director Candace Andersen, Director Mary N. Piepho, Director Karen Mitchoff, Director Federal D. Glover

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 10, 2014 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
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
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: August 16, 2016

Subject: Fire Chief's Report - August 16, 2016

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.

CHILDREN'S IMPACT STATEMENT:

No impact.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **08/16/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
Candace Andersen,
Director
Mary N. Piepho, Director
Karen Mitchoff, Director
Federal D. Glover, Director

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: August 16, 2016

, County Administrator and Clerk of the Board of Supervisors

Contact: Jeff Carman, Fire Chief
925-941-3500

By: June McHuen, Deputy

cc:

ATTACHMENTS

Fire Chief's Report - August
2016

Contra Costa County



Fire Protection District

August 16, 2016

TO: Board of Directors

FROM: Jeff Carman, Fire Chief

RE: Fire Chief's Report

-
- The District continues to work with the City of Pinole and the Rodeo-Hercules Fire Protection District on a proposal to provide administrative oversight to both agencies. In July, all agencies met to discuss the proposal in detail. On August 15, District personnel will meet with the City of Pinole ad-hoc committee for a final discussion before the proposal goes to their council. A similar meeting will be held with the Rodeo-Hercules FPD ad-hoc committee in late August or early September.
 - Fire Station 16 in Lafayette continues to progress. District and City staff have met and finalized the design concepts, and the application for environmental review has been filed. The environmental process will take approximately five months during which time the architect will complete the drawings and construction documents. The design review submittal package is scheduled to be submitted to the City within the next two weeks.
 - Fire Station 70 in San Pablo is a few months behind Fire Station 16 in the design process. The architect is working on the conceptual design and attempting to determine if a single-story building will be sufficient as opposed to a two-story building. The District is working with the City on design concepts to determine egress routes and other important matters. The finance agreement, which includes a land swap, has been returned from County Counsel and is being reviewed by District staff.
 - We are just entering the most dangerous part of wildland fire season. Although the days are getting shorter and the evenings are getting cooler, I urge our residents and visitors not to be fooled into thinking fire danger is waning because the opposite is actually occurring. In the early days of fire season, we typically see quick drying and burning of the light, flashy fuels such as our annual grasses. This year's early fire season has been responsible for the loss and damage of several homes in our District and elsewhere. As the season progresses, the medium and heavy fuels, including brush and timber, also dry out which leads to those fuels igniting much more easily than in the early season. The longer we go without consistent precipitation, the drier those fuels get which is why many of the most devastating fires are seen in late summer and fall.

- The communication center has been in transition for the last several months in order to fully assume responsibility for the dispatch of ambulance resources. The final step of this transition, implemented on June 28, fully eliminates an average 33 second call transfer/processing time.
- Preparations for Academy 50 continue to move forward. Currently, we have 17 candidates participating in the hiring process which includes a background investigation and fitness for duty psychological and medical screenings. Academy 50 is scheduled to begin on October 3 and graduate in early 2017.
- The District is proud to announce the hiring of two new Assistant Fire Chiefs. The Assistant Chief of Support Services is an existing position that was vacated by Chief Broschard last year upon his promotion Deputy Fire Chief. Aaron McAlister was hired to fill that vacancy and started in his new position on August 8. Chief McAlister was most recently the Fire Chief for the cities of Dixon and Winters for the last six years and brings with him over 20 years of fire service experience. Chief McAlister has a bachelor's degree in Criminal Justice from California State University at Sacramento, is a state certified Chief Officer, and is a certified Chief Fire Officer (CFO) through the CPSE. He is currently enrolled in the Executive Fire Officer program at the NFA. Chief McAlister is the OES Region II Alternate Coordinator and will continue to retain that position in support of the statewide mutual aid system.

The other Assistant Chief position, newly created this fiscal year and funded from the transport fund, will oversee the ambulance transport program. Terence "Terry" Carey has been hired to fill that position and will begin on August 17. Chief Carey brings with him over 30 years of fire service experience and was most recently, since 2014, a Division Chief with the Alameda County Fire Department. In that role, he was responsible for managing the training division, supervising one of the department's three operational shifts, and serving as the department's primary representative for the City of San Leandro. Chief Carey holds a master's degree in Emergency Administration from California State University at Long Beach as well as a bachelor's degree from the University of California at Davis. In addition, Chief Carey is a state certified Chief Officer and has completed the Executive Fire Officer program at the NFA.

- In the first half of the year, the District responded to 24,867 (137 daily) incidents, including 18,810 medical calls; 1,132 fires; 3,186 public assists; and 312 rescues. Our ambulances have responded to 49,604 incidents (274 daily) and transported 35,439 times (196 daily). Response times are as follows:

Zones	Urban			Rural		
	Average	90%	Standard	Average	90%	Standard
A	6:19	9:31	10:00	10:42	16:37	20:00
B-D	7:11	10:52	11:45	10:42	16:37	20:00

- On June 30, the District was awarded a training grant from the Assistance to Firefighters Grant Program in the amount \$677,440. Our matching portion is \$61,585. The ten classes that make up the grant must be delivered over the next 12 months. The grant includes tuition, overtime, and backfill pay for our personnel. The classes will cover a variety of rescue-oriented topics including rope rescue, trench rescue, confined space rescue, swift water rescue, urban search and rescue, auto extrication, firefighter rescue, and helicopter rescue.



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
 From: Jeff Carman, Chief, Contra Costa County Fire Protection District
 Date: August 16, 2016

Subject: Service Contract for Abatement of Exterior Fire Hazards

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with RJN, Inc. doing business as H&N Enterprises in an amount not to exceed \$750,000 for the abatement of exterior fire hazards for the term September 1, 2016 to August 31, 2018.

FISCAL IMPACT:

The expenditures associated with paying a contractor for abatement services is 100% budgeted within the District's General Operating Fund; however, this item is considered cost neutral because those costs are passed through to the property owners.

BACKGROUND:

The Contra Costa County Fire Protection District (District) provides exterior fire hazard control of properties within its service area. This includes abatement of weeds, refuse, rubbish, or other fire hazard conditions in accordance with Section 319 of District Ordinance No. 2013-22, or any superseding ordinance, and the California Health and Safety Code. The District pays a contractor for the cost of abatement and then recuperates that cost from the property owner.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **08/16/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
 Candace Andersen,
 Director
 Mary N. Piepho, Director
 Karen Mitchoff, Director
 Federal D. Glover, Director

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: August 16, 2016

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

Contact: Robert Marshall, Fire
 Marshal 925-941-3520

By: June McHuen, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District will not be able to abate exterior fire hazards.

CHILDREN'S IMPACT STATEMENT:

No impact.