

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

KAREN MITCHOFF, *CHAIR*  
JOHN GIOIA, *VICE CHAIR*  
CANDACE ANDERSEN  
DIANE BURGIS  
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 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**  
**ANNOTATED AGENDA & MINUTES**

**April 10, 2018**

**\*\*\*Please Note Time Change\*\*\***

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

Absent: Director Diane Burgis

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

**11:00 A.M.** Convene and call to order.

***Called to order at 11:50 a.m.***

**CONSIDER CONSENT ITEMS** (Items listed as C.1 through C.2 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.**

**PRESENTATIONS**

**PR.1** PRESENTATION on the Fiscal Year 2018-19 Contra Costa County Fire Protection District Recommended Budget. (Jeff Carman, Fire Chief)

**DISCUSSION ITEMS**

D. 1 CONSIDER Consent Items previously removed.

*There were no items removed from consent for discussion.*

D. 2 PUBLIC COMMENT (2 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 Karen Mitchoff, Director Federal D. Glover

Other: Director Diane Burgis (ABSENT)

**D.4** CONSIDER supporting the Disaster Readiness for Safer Communities (D-RiSC) coalition members and their efforts to transform our aging mutual-aid system from reactive to proactive. Coalition members include California Fire Chiefs Association and California Metropolitan Fire Chiefs Association. (Jeff Carman, Fire Chief)

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

Other: Director Diane Burgis (ABSENT)

**D.5** CONSIDER approving and authorizing the Fire Chief, or designee, to execute a contract amendment with American Medical Response West (AMR), effective April 1, 2018, to revise the payment provisions and update Exhibit D (Ambulance Unit Hour Rates) in the Service Plan with no change to original term or payment limit, for emergency ambulance services. (Jeff Carman, Fire Chief)

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

Other: Director Diane Burgis (ABSENT)

- D.6** CONSIDER approving and authorizing the Fire Chief, or designee, to execute an Agreement for Temporary Assignment of Vehicle and Equipment with the California Governor's Office of Emergency Services for assignment and use of a 2016 HME AHRENS-FOX Type II Hazardous Materials Vehicle and other related equipment to respond to incidents in furtherance of the California Fire Service and Rescue Emergency Mutual Aid Plan, with a term not to exceed ten years. (Jeff Carman, Fire Chief)

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

Other: Director Diane Burgis (ABSENT)

### **CONSENT ITEMS**

- C.1** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with Motorola, Inc., in care of Red Cloud Inc., in an amount not to exceed \$120,000 for the purchase of fourteen (14) trunking portable radios and accessories. (100% CCCFPD Operating Fund)

AYE: Director John Gioia, Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

- C.2** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with TriTech Software Systems in an amount not to exceed \$220,000 for the continued annual maintenance of the Contra Costa County Fire Protection District's 911 Computer Aided Dispatch system for the period May 1, 2018, through April 30, 2019. (100% EMS Transport Fund)

AYE: Director John Gioia, Director Candace Andersen, Director Diane Burgis, 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](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, April 16, 2018 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  
**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: Jeff Carman, Chief, Contra Costa County Fire Protection District  
Date: April 10, 2018

Subject: Presentation on Fiscal Year 2018-19 Recommended Fire District Budget

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**RECOMMENDATION(S):**

PRESENTATION on the Fiscal Year 2018-19 Contra Costa County Fire Protection District Recommended Budget.

**FISCAL IMPACT:**

Presentation only. The Contra Costa County and Special District Budgets hearing will be conducted on April 17, 2018.

**BACKGROUND:**

On April 17, 2018, a public hearing will be opened and conducted to receive input on the FY 2018-19 Recommended County and Special District Budgets. In advance of that hearing, the Contra Costa County Fire Protection District is presenting the attached overview of its 2018-19 Special District Recommended Budget at the regularly scheduled meeting of the Fire District Board of Directors on April 10, 2018.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

Contact: Jackie Lorrekovich, Chief Admin  
Svcs (925) 941-3300 x1300

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: April 10, 2018

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

By: , Deputy

cc:



## ATTACHMENTS

FY 2018-19 Recommended Special District Budget

FY 2018-19 Budget Overview

**Contra Costa County FPD**  
**Special District**

**Jeff Carman, Fire Chief**

**Contra Costa County Fire Protection District – Fire Protection Summary**

<b>CCCFPD Operating Fund</b>	<b>2016-17 Actuals</b>	<b>2017-18 Budget</b>	<b>2018-19 Baseline</b>	<b>2018-19 Recommended</b>	<b>Change</b>
<b>Expense</b>					
Salaries And Benefits	88,010,281	94,028,953	101,325,932	101,962,809	636,877
Services And Supplies	9,188,456	10,455,037	9,594,860	9,594,860	0
Other Charges	4,701,792	4,631,583	6,083,935	6,083,935	0
Fixed Assets	2,211,206	537,800	327,500	327,500	0
Expenditure Transfers	16,673,114	17,382,941	18,128,118	18,128,118	0
<b>Expense Total</b>	<b>120,784,849</b>	<b>127,036,314</b>	<b>135,460,345</b>	<b>136,097,222</b>	<b>636,877</b>
<b>Revenue</b>					
Other Local Revenue	125,825,058	126,154,862	135,207,222	135,207,222	0
Federal Assistance	3,306,955	0	0	0	0
State Assistance	861,109	881,452	890,000	890,000	0
<b>Revenue Total</b>	<b>129,993,122</b>	<b>127,036,314</b>	<b>136,097,222</b>	<b>136,097,222</b>	<b>0</b>
<b>Net Fund Cost (NFC):</b>	<b>(9,208,273)</b>	<b>0</b>	<b>(636,877)</b>	<b>0</b>	<b>636,877</b>
<b>Allocated Positions (FTE)</b>	<b>352.6</b>	<b>360.6</b>	<b>360.6</b>	<b>370.6</b>	<b>10.0</b>
<b>Financial Indicators</b>					
Salaries as % of Total Exp	73%	74%	75%	75%	
% Change in Total Exp		5%	7%	0%	
% Change in Total Rev		(2%)	7%	0%	
% Change in NFC		(100%)	(326,160,344%)	(100%)	
<b>Compensation Information</b>					
Permanent Salaries	35,775,502	38,943,585	43,793,428	44,255,551	462,123
Temporary Salaries	402,725	275,000	300,000	300,000	0
Permanent Overtime	11,074,593	10,815,395	10,856,620	10,856,620	0
Deferred Comp	25,188	25,000	60,660	65,460	4,800
Comp & SDI Recoveries	(489,085)	0	0	0	0
FICA/Medicare	690,953	718,322	837,382	844,083	6,701
Retirement Expense	23,162,973	26,267,568	27,917,914	27,979,168	61,254
Excess Retirement	79,877	80,000	90,000	90,000	0
Employee Group Insurance	5,357,553	5,877,626	5,877,876	5,936,341	58,465
Retiree Health Insurance	5,226,771	5,365,000	5,252,000	5,252,000	0
OPEB Pre-Pay	1,959,289	1,959,289	1,959,289	1,959,289	0
Unemployment Insurance	0	0	0	0	0
Workers Comp Insurance	4,743,943	3,702,169	4,380,762	4,424,296	43,534

**Department Description**

section, emergency medical services office, and administration functions section.

The preceding table represents information in aggregate summarizing expenditures and revenue for the fire suppression/emergency medical response crews, fire prevention bureau, communications center, apparatus shop, training

# Contra Costa County FPD

## *Special District*

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### **Major Department Responsibilities**

The Contra Costa County Fire Protection District (CCCFPD) is responsible for providing fire suppression responses to both structure and wildland fires; emergency medical services including paramedic responses, rescue responses, hazardous materials responses; plan review, code enforcement, fire/arson investigation, weed abatement, public education, permits issuance required by Fire Code; and ensuring water supply needed for fire flow, compliance-based inspections, and training.

CCCFPD Operating Fund Summary		
Service:		Mandatory
Level of Service:		Discretionary
Expenditures:		\$136,097,222
Financing:		136,097,222
Net Fund Cost:		0
Funding Sources:		
Property Taxes	88.9%	\$121,019,400
Charges for Svcs	6.4%	8,648,722
Intergovernmental	2.6%	3,547,500
Misc. Revenue	2.1%	2,881,600
FTE: 370.6		

**Contra Costa County FPD**  
**Special District**

**Contra Costa County Fire Protection District – EMS Transport Summary**

CCCFPD EMS Transport Fund	2016-17 Actuals	2017-18 Budget	2018-19 Baseline	2018-19 Recommended	Change
<b>Expense</b>					
Salaries And Benefits	0	1,910,854	1,364,044	2,450,572	1,086,528
Services And Supplies	35,683,610	52,011,318	39,043,024	39,043,024	0
Other Charges	0	200,000	887	887	0
Fixed Assets	0	0	420,000	420,000	0
Expenditure Transfers	1,322,054	1,500,000	2,756,600	2,756,600	0
<b>Expense Total</b>	<b>37,005,664</b>	<b>55,622,172</b>	<b>43,584,555</b>	<b>44,671,083</b>	<b>1,086,528</b>
<b>Revenue</b>					
Other Local Revenue	47,290,891	45,050,000	44,671,083	47,500,000	2,828,917
<b>Revenue Total</b>	<b>47,290,891</b>	<b>45,050,000</b>	<b>44,671,083</b>	<b>47,500,000</b>	<b>2,828,917</b>
<b>Net Fund Cost (NFC):</b>	<b>(10,285,228)</b>	<b>10,572,172</b>	<b>(1,086,528)</b>	<b>(2,828,917)</b>	<b>(1,742,389)</b>
<b>Allocated Positions (FTE)</b>	<b>0.0</b>	<b>7.0</b>	<b>7.0</b>	<b>11.0</b>	<b>4.0</b>
<b>Financial Indicators</b>					
Salaries as % of Total Exp	0%	3%	3%	5%	
% Change in Total Exp		50%	(22%)	2%	
% Change in Total Rev		(5%)	(1%)	6%	
% Change in NFC		(203%)	(110%)	160%	
<b>Compensation Information</b>					
Permanent Salaries	0	1,077,364	828,856	1,400,367	571,511
Permanent Overtime	0	100,000	55,000	85,000	30,000
Deferred Comp	0	4,000	0	3,840	3,840
FICA/Medicare	0	15,190	11,893	20,615	8,722
Retirement Expense	0	445,300	283,351	632,315	348,964
Employee Group Insurance	0	162,000	102,922	169,269	66,347
Unemployment Insurance	0	0	0	0	0
Workers Comp Insurance	0	107,000	82,021	139,165	57,144

**Description:** The EMS Transport Fund was created in 2015 following the award of a contract to the District by the County EMS Agency to provide emergency medical services throughout the County. The Fund allows the District to track reimbursement revenue from governmental, commercial and private payers for EMS services rendered along with expenditures associated with the provision of those services.

# Contra Costa County FPD

## *Special District*

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CCCFPD EMS Transport Fund		
<b>Service:</b>	Discretionary	
<b>Level of Service:</b>	Discretionary	
<b>Expenditures:</b>	\$44,671,083	
<b>Financing:</b>	47,500,000	
<b>Net Fund Cost:</b>	(2,828,917)	
<b>Funding Sources:</b>		
Cost Recovery	100.0%	\$47,500,000
<b>FTE:</b>	11.0	

# Contra Costa County FPD

## Special District

### Non-Operating Funds

Non-operating fund budget units include developer fee accounts that are restricted to capital needs necessitated by growth, Pension Obligation Bond (POB) Debt Service and Stabilization fund budget units that were created pursuant to the issuance of pension obligation bonds in July 2005, and the EMS Transport Fund (reported on the previous page) created in 2015 to track expenditures and reimbursement revenue associated with the provision of ambulance service.

Pittsburg Special Fund		
<b>Service:</b>		Discretionary
<b>Level of Service:</b>		Discretionary
<b>Expenditures:</b>		\$863,094
<b>Financing:</b>		100
<b>Net Fund Cost:</b>		862,994
<b>Funding Sources:</b>		
Fund Balance	99.9%	\$862,994
Use of Money	0.1%	100

### CCCFPD Capital Outlay Fund

The Capital Outlay Fund includes funds collected during the building permit process and is intended to ameliorate the impact of new construction service demands on District capital needs. This fund is primarily intended for major capital outlay projects such as new fire stations.

CCCFPD Capital Outlay Fund		
<b>Service:</b>		Discretionary
<b>Level of Service:</b>		Discretionary
<b>Expenditures:</b>		\$2,343,120
<b>Financing:</b>		40,100
<b>Net Fund Cost:</b>		2,303,020
<b>Funding Sources:</b>		
Fund Balance	98.3%	\$2,303,020
Developer Fees	1.7%	40,000
Use of Money	0.0%	100

### CCCFPD New Development Fee Fund

The CCCFPD New Development Fee Fund, established in August 2006, replaces both the CCCFPD and Riverview Fire Developer Fee Funds. This fund includes monies collected during the building permit process in all of the unincorporated areas of the District and is intended to mitigate the impact of new construction service demands on District capital needs.

CCCFPD New Development Fee Fund		
<b>Service:</b>		Discretionary
<b>Level of Service:</b>		Discretionary
<b>Expenditures:</b>		\$418,002
<b>Financing:</b>		70,000
<b>Net Fund Cost:</b>		348,002
<b>Funding Sources:</b>		
Fund Balance	83.3%	\$348,002
Developer Fees	16.7%	70,000

### Pittsburg Special Fund

The Pittsburg Special Fund is comprised of fees collected in the Pittsburg area and by agreement with the City of Pittsburg for capital purchases.

### CCCFPD POB Debt Service Fund

The Pension Obligation Bond Debt Service Fund was created due to the issuance of Pension Obligation Bonds in July 2005 to refinance the District's Unfunded Actuarial Accrued Liability (UAAL) as of December 2004 with the Contra Costa County Employees' Retirement Association. The refinancing resulted in savings

# Contra Costa County FPD

## Special District

in excess of \$50 million over 18 years as the POB interest rate paid to the bondholders was significantly lower than the interest rate charged by the Retirement Association. This fund is created to pay the bondholders via the trustee.

CCCFPD POB Debt Service Fund		
<b>Service:</b>	Discretionary	
<b>Level of Service:</b>	Discretionary	
<b>Expenditures:</b>	\$15,526,415	
<b>Financing:</b>	15,526,415	
<b>Net Fund Cost:</b>	0	
<b>Funding Sources:</b>		
Reimbursements	100.0%	\$15,526,415

### CCCFPD Stabilization Fund

The Pension Obligation Stabilization Fund was created pursuant to the issuance of Pension Obligation Bonds in July 2005. The savings realized from the lower interest rates are set-aside in the Stabilization Fund to extinguish new Retirement System Unfunded Actuarial Accrued Liabilities (UAAL); replenish reserves; and, upon a unanimous vote of the full Board, for any other lawful purpose of the District.

CCCFPD Stabilization Fund		
<b>Service:</b>	Discretionary	
<b>Level of Service:</b>	Discretionary	
<b>Expenditures:</b>	\$2,601,703	
<b>Financing:</b>	2,601,703	
<b>Net Fund Cost:</b>	0	
<b>Funding Sources:</b>		
Transfers	100.0%	\$2,601,703

### CAO's Recommendation

The FY 2018-19 Recommended Budget provides for the funding of 26 fire stations, 28 fully functional engine/truck companies, one

limited functionality squad, 370.6 FTEs in the District's General Operating Fund, and 11 FTEs in the District's EMS Transport Fund.

The budget includes funding for negotiated wage adjustments, benefit cost increases, building and grounds maintenance and repair projects, capital and non-capital equipment replacement (including heavy fire apparatus), increased interagency charges, restaffing Engine 1 in the City of Walnut Creek in 2018, and reopening Fire Station 16 in the City of Lafayette in 2019.

The District is primarily funded by property tax revenues. In FY 2017-18, the District experienced a 6.05% growth in secured property assessed valuation and a 5.53% growth in total assessed valuation. This represents the fifth consecutive year of growth in assessed valuation after several years of declines. The District received additional property tax distributions during the course of the fiscal year due to the dissolution of redevelopment agencies. Additionally, the City of Pittsburg resumed making RDA Successor Agency pass-through payments and repaid arrearages from the suspension of prior year payments.

The FY 2018-19 Recommended Budget anticipates a 5% growth in secured property assessed valuation and revenue from the continuing unwinding of the redevelopment areas. The budget also anticipates the continuation of some new sources of revenue, such as fire-based emergency medical services (EMS) first responder fees and sales tax for enhanced EMS services in the City of San Pablo. Additionally, the budget anticipates increased revenue from updated service fee schedules.

These increases in revenue are allowing the District to continue to restaff/reopen some of the operational resources that were taken out of service during the Great Recession.

In FY 2018-19 the employer Tier A Safety base rate decreases from 77.88% to 73.66%. Offsetting that decrease is the elimination of the employee subvention of the employer cost towards retirement.

Additionally, while the employer base contribution rates for both Safety Tier A and General Tier 1 decrease in 2018-19, the actual employer contribution increases by about \$1.7 million due primarily to the increase in retirement compensable pay.

The FY 2018-19 Recommended Budget for the Contra Costa Fire Protection District Operating Fund is balanced and requires no use of fund balance. The District continues to meet its Board adopted policy to maintain a minimum reserve of 10% of general operating fund budgeted expenditures.

In addition, the FY 2018-19 Recommended Budget for the EMS Transport Fund plans for a \$2.8 million contribution to fund balance at year-end. This is consistent with the County Administrator's recommendation to the Board during the January 2018 Board Retreat and begins a cycle of planned contributions to fund balance in the EMS Transport Fund.

On January 1, 2016, the District became the County's exclusive operator of emergency ambulance service (not including the areas covered by the Moraga-Orinda Fire Protection District and the San Ramon Valley Fire Protection District). Thus far, the cost of providing the new service has been fully offset by the collection of ambulance service fees.

### **Performance Measurement**

During FY 2017-18 the District:

- Responded to approximately 73,700 incidents in calendar year (CY) 2017. This represents a 12.5% increase in call volume compared to CY 2016.
- Conducted 12,750 life safety inspections and plan reviews of new and existing buildings and fire/life safety systems for compliance with state and local fire and building codes during CY 2017. This represents a 28% decrease compared to CY 2016.

- Relocated several District divisions into one centralized Administrative Office.
- Continued to reposition and add internal resources to effectively manage, both operationally and financially, the emergency ambulance program.
- Entered into a contract with the City of El Cerrito to provide dispatch services through the District's Contra Costa Regional Fire Communications Center.
- Added new dispatcher positions to increase efficiency with single point call processing, dispatching, and resource tracking.
- Completed District-wide energy infrastructure upgrade, including the installation of solar photovoltaic panels at four different sites.
- Restaffed Engine 1 at Fire Station 1 in the City of Walnut Creek.
- Completed demolition work and began construction on the new Fire Station 16 in the City of Lafayette.
- Completed architectural drawings and submitted for a building permit on the new Fire Station 70 in the City of San Pablo.
- Continued to develop long term funding plan for fire station construction projects, to include Fire Station 9 in Pacheco and Fire Station 86 in Bay Point.
- Began deploying fire personnel as first responders at the specialist level to hazardous materials incidents.
- Continued periodic replacement of capital equipment, such as heavy fire apparatus and support equipment.



# Contra Costa County FPD

## *Special District*

---

- Continued much needed facility and grounds maintenance projects, such as painting, roofing, and asphalt repair.
- Hired and conducted Firefighter Recruit Academy 51.
- Continued to develop our relationship with AMR in an effort to maximize our operational efficiency and deliver exemplary services to the citizens of Contra Costa County.
- Filed first report (for FY 2016-17) for Ground Emergency Medical Transportation (GEMT) reimbursement for emergency ambulance service provided to Medi-Cal fee for service recipients.
- Successful in receiving several grant awards.
- Continue to develop long term funding plan for fire station construction projects.
- Update fee schedule for dispatcher service subscribers.
- Update Fire Prevention Bureau fee schedule.
- Continue periodic replacement of capital equipment, such as heavy fire apparatus and support equipment.
- Continue much needed facility and grounds maintenance projects, such as painting, roofing, and asphalt repair.
- Pursue new funding mechanisms such as development impact fees and creation of Community Facilities Districts in areas of new development.
- Hire and conduct Firefighter Recruit Academy 52.

### **Administrative and Program Goals**

During FY 2018-19, the District will:

- Continue to reposition and add internal resources to effectively manage, both operationally and financially, the emergency ambulance program.
- Complete the rebuilding of Fire Station 16 in the City of Lafayette. Open and staff Fire Station 16.
- Initiate construction work on a new Fire Station 70 in the City of San Pablo.
- Continue to develop our relationship with AMR in an effort to maximize our operational efficiency and deliver exemplary services to the citizens of Contra Costa County.
- Pursue federal supplemental reimbursement for ambulance services provided to individuals with government payer plans.
- Continue to pursue grant funding opportunities as they become available.

**Contra Costa County FPD**  
***Special District***

**FY 2018-19**  
**Program Modification List**

Order	Reference to Mand/Disc List	Program Name	Service	FTE	Net Fund Cost Impact	Impact
1	N/A	Operations	Fire Suppression	9.0	757,481	Adds nine (9) Firefighter-Recruit positions for a partial year.
2	N/A	Operations	EMS	(1.0)	(372,620)	Transfers one (1) EMS Chief to the EMS Transport Fund.
3	N/A	Operations	Administration	1.0	140,696	Adds one (1) Departmental Fiscal Officer position.
4	N/A	Operations	Administration	1.0	112,375	Adds one (1) Departmental Human Resources Analyst I position.
5	N/A	Operations	Administration	(1.0)	(92,600)	Cancels one (1) Administrative Analyst position.
6	N/A	Operations	Operations and Support Services	1.0	91,545	Adds one (1) Secretary-Advanced Level position
			<b>Total General Operating Fund</b>	<b>10.0</b>	<b>\$636,877</b>	
7	N/A	EMS Transport Fund	Communications	1.0	333,938	Adds one (1) Assistant Fire Chief-Exempt position.
8	N/A	EMS Transport Fund	EMS	1.0	372,620	Transfers one (1) EMS Chief to the EMS Transport Fund.
9	N/A	EMS Transport Fund	Helicopter/EMS Rescue	1.0	304,400	Adds one (1) Fire Captain-40 Hour position.
10	N/A	EMS Transport Fund	Administration	1.0	75,570	Adds one (1) Account Clerk-Experienced Level position.
			<b>Total EMS Transport Fund</b>	<b>4.0</b>	<b>\$1,086,528</b>	



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT  
FIRE • RESCUE • EMS

# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Recommended Budget  
Fiscal Year 2018-19



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

## BUDGET DRIVERS/CHALLENGES

- Negotiated wage adjustments and benefit cost increases.
- Safety employer retirement rates are decreasing in FY 2018-19 but still remain high relative to the District's overall budget. The Safety Tier A employer base rate is 73.7% (down from 77.9% in FY 2017-18). Offsetting the decrease is the elimination of employee subvention.
- Debt service payments for Pension Obligation Bonds (POBs) are high (\$15.5 million in FY 18-19) relative to District's overall budget.
- The market cost for new construction has increased substantially in the past few years. The District has several stations in need of repair or replacement.



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

## BUDGET DRIVERS/CHALLENGES

- Must continue to address capital and non-capital equipment replacement (e.g., heavy fire apparatus).
- Must be able to fund resources being placed back into service after the Great Recession, such as re-staffing Engine 1 in Walnut Creek and reopening Fire Station 16 in Lafayette.
- Increases in revenue, service level, and workload (e.g., emergency ambulance services) has resulted in significantly increased workload demands and the need for more investment in professional services, staffing, and equipment.



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

## FIRE • RESCUE • EMS

### PROPERTY TAX REVENUE

- Over the four year period from 2009-10 to 2012-13, property tax revenues decreased by 13.3%. In the last five years, the increase was 33.5%.
- The total net increase over the past nine years was 20.2%, and the average annual increase was 3.7%.
- Actual CCCFPD experience:

❖ 2009-10 (7.8%)	❖ 2014-15 9.3%
❖ 2010-11 (2.4%)	❖ 2015-16 6.9%
❖ 2011-12 (1.9%)	❖ 2016-17 5.9%
❖ 2012-13 (1.2%)	❖ 2017-18 5.5%
❖ 2013-14 5.9%	❖ 2018-19 5.0% Budgeted



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

## CCCFPD GENERAL FUND FY 2018-19 RECOMMENDED BUDGET

CCCFPD Operating Fund	2017-18 Budget	2018-19 Baseline	2018-19 Recommended	Change
<b>Expense</b>				
Salaries And Benefits	94,028,953	101,325,932	101,962,809	636,877
Services And Supplies	10,455,037	9,594,860	9,594,860	0
Other Charges	4,631,583	6,083,935	6,083,935	0
Fixed Assets	537,800	327,500	327,500	0
Expenditure Transfers	17,382,941	18,128,118	18,128,118	0
<b>Expense Total</b>	<b>127,036,314</b>	<b>135,460,345</b>	<b>136,097,222</b>	<b>636,877</b>
<b>Revenue</b>				
Other Local Revenue	126,154,862	135,207,222	135,207,222	0
State Assistance	881,452	890,000	890,000	0
<b>Revenue Total</b>	<b>127,036,314</b>	<b>136,097,222</b>	<b>136,097,222</b>	<b>0</b>
<b>Allocated Positions (FTE)</b>	<b>360.6</b>	<b>360.6</b>	<b>370.6</b>	<b>10.0</b>



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

## NOTEWORTHY 2017-18 ACCOMPLISHMENTS

- Responded to approximately 73,700 incidents in calendar year 2017 (12.5% increase over prior year).
- Relocated several District divisions into one centralized Administrative Office.
- Entered into a contract with the City of El Cerrito to provide dispatch services.
- Added new dispatcher positions to increase efficiency with single-point call processing, dispatching, and resource tracking.
- Completed District-wide energy infrastructure upgrade, including the installation of solar photovoltaic panels at four different sites.
- Re-staffed Engine 1 at Fire Station 1 in the City of Walnut Creek.





# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

## NOTEWORTHY 2017-18 ACCOMPLISHMENTS

- Began construction on the new Fire Station 16 in the City of Lafayette.
- Completed architectural drawings and will submit for a building permit on the new Fire Station 70 in the City of San Pablo.
- Continued to develop long term funding plan for other fire station construction projects, including Fire Station 9 in Pacheco and Fire Station 86 in Bay Point.
- Began deploying fire personnel as first responders at the Specialist level to hazardous materials incidents.
- Continued periodic replacement of capital equipment, such as heavy fire apparatus and support equipment.
- Continued much needed facility and grounds maintenance projects, such as painting, roofing, and asphalt repair.



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

## NOTEWORTHY 2017-18 ACCOMPLISHMENTS

- Hired and conducted Firefighter Recruit Academy 51.
- Filed first report (for FY 2016-17) for Ground Emergency Medical Transportation (GEMT) reimbursement for emergency ambulance service provided to Medi-Cal fee for service recipients.
- Applied for and received several grant awards.



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

## FIRE • RESCUE • EMS

### 2018-19 PLANS AND GOALS

- Complete the rebuilding of Fire Station 16 in the City of Lafayette. Open and staff Fire Station 16.
- Initiate construction work on a new Fire Station 70 in the City of San Pablo.
- Continue to develop long-term funding plan for other fire station construction projects.
- Update fee schedule for dispatcher service subscribers.
- Update Fire Prevention Bureau fee schedule.
- Continue periodic replacement of capital equipment, such as heavy fire apparatus and support equipment.



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

## FIRE • RESCUE • EMS

## 2018-19 PLANS AND GOALS

- Continue much needed facility and grounds maintenance projects, such as painting, roofing, and asphalt repair.
- Pursue new funding mechanisms such as development impact fees and creation of Community Facilities Districts in areas of new development.
- Hire and conduct Firefighter Recruit Academy 52.
- Continue to pursue federal supplemental reimbursement for ambulance services provided to individuals with government payer plans.
- Continue to pursue grant funding opportunities as they become available.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT  
FIRE • RESCUE • EMS

# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Emergency  
Ambulance  
Service





# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

## FIRE • RESCUE • EMS

## AMBULANCE SERVICE OVERVIEW

- Effective January 1, 2016, the Fire District became the exclusive operator of emergency ambulance service within EOAs I, II, and V in Contra Costa County.
- AMR provides the actual ambulance resources on behalf of the District, as the ambulance service sub-contractor.
- Since the District assumed dispatching of ambulance units, the average call processing time has been reduced.
- This new endeavor has required substantial adjustment. The District continues to reposition internal resources to effectively manage the operational and financial components of the ambulance service program.
- There is a separate fund and budget for ambulance services. This fund allows the District to track revenue from governmental, commercial, and private payers for ambulance services rendered and expenditures associated with the provision of those services.



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

## EMS TRANSPORT FUND FY 2018-19 RECOMMENDED BUDGET

CCCFPD EMS Transport Fund	2017-18 Budget	2018-19 Baseline	2018-19 Recommended	Change
<b>Expense</b>				
Salaries And Benefits	1,910,854	1,364,044	2,450,572	1,086,528
Services And Supplies	41,389,146	39,043,024	39,043,024	0
Other Charges	200,000	887	887	0
Fixed Assets	0	420,000	420,000	0
Expenditure Transfers	1,500,000	2,756,600	2,756,600	0
<b>Expense Total</b>	<b>45,000,000</b>	<b>43,584,555</b>	<b>44,671,083</b>	<b>1,086,528</b>
<b>Revenue</b>				
Other Local Revenue	45,050,000	44,671,083	47,500,000	2,828,917
<b>Revenue Total</b>	<b>45,050,000</b>	<b>44,671,083</b>	<b>47,500,000</b>	<b>2,828,917</b>
<b>Allocated Positions (FTE)</b>	<b>7.0</b>	<b>7.0</b>	<b>11.0</b>	<b>4.0</b>



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

## FIRE • RESCUE • EMS

### BUDGET NOTES

- At current payer mix, collections rate, and contract expenses, system is financially sustainable.
- Ambulance billing policies allow the District to send unpaid bills to a collection service for further attempts to recover unpaid amounts. The District intends to return within the next month for the Board's approval to enter into a collections contract. The EMS Transport Fund's 2018-19 revenue budget assumes a moderate collection rate on previously uncollected accounts.
- The District anticipates receiving its first GEMT reimbursement payment in early FY 2018-19. That revenue was not built into the 2018-19 revenue budget but will be considered in future budget years.
- The EOY fund balance in the EMS Transport Fund for FY 2016-17 was \$10.5 million.
- The District will continue to build appropriate reserves and to prepare for future uncertainties in the health care system and payer plans. It is the District's goal to set aside six months of operating expenses as reserves.





# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

## FIRE • RESCUE • EMS

### SYSTEM PERFORMANCE

- Transports
  - Jan-Dec 2017: 74,630 (4.7% Increase)
  - Jan-Dec 2016: 71,283
- 2017: Averaged 205 transports/day.
- 2016: Averaged 195 transports/day.
- Ambulance Units Hours (UHs)
  - Jan-Dec 2017: 238,581 (0.79% Increase)
  - Jan-Dec 2016: 236,710
- 2017: Averaged 654 ambulance UHs/day and 4,576 ambulance UHs/week.
- 2016: Averaged 647 ambulance UHs/day and 4,527 ambulance UHs/week.
- The Alliance has been able to deploy ambulance unit hours very efficiently, while still exceeding the contractual response time performance standard of 90% within each zone.



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

## FIRE • RESCUE • EMS

# QUESTIONS?



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Jeff Carman, Chief, Contra Costa County Fire Protection District  
Date: April 10, 2018

Subject: Fire Chief's Report - April 10, 2018

---

**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.

---

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

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

ABSENT: Diane Burgis,  
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: April 10, 2018

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jeff Carman, Fire Chief  
925-941-3300

cc:

## ATTACHMENTS

Fire Chief's Report\_April  
2018



April 10, 2018

TO: Board of Directors

FROM: Jeff Carman, Fire Chief

RE: Fire Chief's Report

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- Fire Station 16 (Lafayette): The Fire District and Capital Projects held a pre-construction meeting with the project team on Wednesday, March 28, 2018. The contract has been executed, and the District intends to deliver a notice to proceed for April 12, 2018. The District will host a groundbreaking ceremony on Wednesday, April 11, 2018, at 4 p.m.
- Fire Station 70 (San Pablo): The architectural drawings are approaching 90% complete. The District expects to have a pre-submittal meeting with the City of San Pablo in April 2018 and submit for a building permit shortly thereafter. We anticipate bidding the project in summer 2018.
- Fire Station 9 (Pacheco) and Fire Station 86 (Bay Point): District staff continues to meet regularly with County Capital Projects and the architect. We are still early in the design phase. Following conceptual development, we will initiate the CEQA review process.
- The Fire District's hazardous materials program continues to progress. The contracts with State OES are in process, and the apparatus and equipment are ready for delivery. As a result of delays at OES, we have missed our deadline of being operational by March 1, 2018. However, after the contract has been signed and the apparatus and equipment have been delivered, we will be fully operational.
- The Fire District recently implemented an advanced intra-facility transport program within the county. This new business model was a requirement of the ambulance contract, and it provides a new opportunity for medical facilities to transport their patients between facilities. In the past, there were only two options: a basic level of transport; and anyone above the basic level required a nurse, which is costly. The new model allows a paramedic to provide an intermediate level of care in a more timely fashion and at a reduced cost. To date, the District has performed only one of this type of transport, but we believe the new model will be used more frequently as more facilities become aware of its availability.

- Similar to many others, our Fire District has been operating with numerous Fire Engineer vacancies over the last several years. Thanks to a concerted effort by labor and management, I am pleased to report that we have recently completed our Fire Engineer testing process and now have a list of 25 qualified candidates.
- Three members were promoted to the rank of Fire Captain this month to fill the new vacancies created by the reopening of Engine 1 in Walnut Creek. Captain Rafael Ochoa will be assigned to the new Hazmat Team at Fire Station 87; Captain Sean Tracey will be moving to Pleasant Hill to start his probationary assignment; and Captain Ronald Geraghty, currently assigned to station 8, has been with our District for a little under 10 years and was previously a member of the Stockton Fire Department for eight years.
- The Fire District has been working with the local hospitals on the issue of “wall time” in their emergency rooms. As I have reported in the past, the number of times our ambulance crews and patients wait for over an hour to be transferred to the care of hospital staff has been on the increase for several years and has reached a critical level. Our staff began working with the hospital CEOs and staff to develop ways we can work together to reduce those wait times, and I believe that we are making progress. At a minimum, we have a better understanding of the situation at the hospitals, and we are discussing how we can be of assistance to each other.



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Jeff Carman, Chief, Contra Costa County Fire Protection District  
Date: April 10, 2018

Subject: Disaster Readiness for Safer Communities (D-RiSC)

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**RECOMMENDATION(S):**

SUPPORT the Disaster Readiness for Safer Communities (D-RiSC) coalition members and their efforts to transform our aging mutual-aid system from reactive to proactive. Coalition members include California Fire Chiefs Association and California Metropolitan Fire Chiefs Association.

**FISCAL IMPACT:**

No impact

**BACKGROUND:**

As a result of the devastating fires in 2017 and early 2018, fire service organizations across the State have formed a coalition to seek additional funding from the State to update our 70-year-old master mutual-aid system. The update would transform our system from reactive to proactive by funding the pre-positioning of resources ahead of climate-driven events.

**CONSEQUENCE OF NEGATIVE ACTION:**

Potential lack of funding to support the necessary update of the mutual-aid system.

---

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

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

ABSENT: Diane Burgis,  
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: April 10, 2018

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

By: June McHuen, Deputy

Contact: Fire Chief Carman, (925)  
941-3300 x1100

cc:



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Jeff Carman, Chief, Contra Costa County Fire Protection District  
Date: April 10, 2018

Subject: Contract Amendment with American Medical Response West (AMR)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with American Medical Response West (AMR), effective April 1, 2018, to revise the payment provisions and update Exhibit D (Ambulance Unit Hour Rates) in the Service Plan with no change to original term or payment limit, for emergency ambulance services.

**FISCAL IMPACT:**

The special unit hour rate increase is estimated to cost the District approximately \$1.8 million annually. This cost will depend on actual unit hours utilized. If unit hour utilization increases, the marginal unit hour cost to the District decreases.

The contractual unit hour rate increase is theoretically cost neutral. The District's ambulance service rates will increase by 3.0%, but only a fraction of amounts billed are actually collected by the District. That fraction (the collection realization rate) is multiplied by the 3.0% CPI increase to determine AMR's ambulance unit hour rate increase. AMR then collects 100% of ambulance unit hours invoiced to the District.

Factors that impact future transport collections include transport volume, services provide (e.g., mileage and oxygen), payer mix, payment caps, and potential

---

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

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

ABSENT: Diane Burgis, Director

Contact: Terence Carey, Assistant Chief - EMS (925) 494-8123

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: April 10, 2018

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

By: June McHuen, Deputy

cc:



### FISCAL IMPACT: (CONT'D)

changes to the Affordable Care Act and other relevant legislation.

Both rate increases are 100% funded out of the CCCFPD EMS Transport Fund.

### BACKGROUND:

Effective January 1, 2016, the Contra Costa County Fire Protection District (District) became the exclusive operator of emergency ambulance service within Exclusive Operating Areas 1, 2, and 5 in Contra Costa County. The District contracts with American Medical Response West (AMR) for actual ambulance unit hours. The ambulance unit hour rates are specified in Exhibit D to the Service Plan of the Contract between the District and AMR.

The modifications to the AMR contract are as follows:

Exhibit D (Ambulance Unit Hour Rates) is replaced with a new Exhibit D reflecting new Ambulance Unit Hour Rates effective April 1, 2018. These new rates include 1) a special non-cyclical unit hour rate increase; and 2) a contractual unit hour rate increase pursuant to Service Plan Section P.2. (Ambulance Unit Hourly Rate Adjustments).

### Special Unit Hour Rate Increase

The special unit hour rate increase is intended to establish a rate structure in which AMR can share in cost savings when the ambulance system is run more efficiently (i.e., at a lower number of ambulance unit hours). As the unit hours decrease, while still meeting and exceeding County performance metrics, the revised rate structure will allow AMR to recoup some additional revenue to help offset unanticipated system costs. In 2015, AMR proposed a baseline ambulance unit hour rate that would allow them to realize a 10% profit. For a number of reasons (higher than anticipated expenditures and lower than anticipated revenues), AMR has not yet come close to achieving a 10% profit. They report a 2% profit in calendar year 2016 prior to adjusting for capital investment. After adjusting for capital investment, AMR indicates they made no profit.

### Contractual Unit Hour Rate Increase

The Contract between the District and the Contra Costa County Emergency Medical Services Agency (CCCEMSA) allows the District to request an ambulance service rate increase after the first twelve (12) month of service. The District's increase is based on changes in the Consumer Price Index, All Urban Consumers for Medical Care (U.S. city average) (1982-4=100) ("CPI"). The District's annual rate increase is the greater of three percent (3%) or the increase in the CPI for the subject calendar year.

The CPI for calendar year 2017 was 2.5%; therefore, the District has requested a 3.0% increase in its Ambulance Services Rate Schedule effective April 1, 2018. The increase was approved by the Contra Costa County Fire Protection District Board of Directors at its meeting on March 13, 2018.

To determine AMR's contractual unit hour rate increase, 0.030 (or 3.0%) is multiplied by the collection realization percentage for calendar year 2016. The District's 2016 collection realization percentage is 0.2246 (or 22.46%). This results in a unit hour rate increase for AMR of 0.006738 (or .67%).

### CONSEQUENCE OF NEGATIVE ACTION:

AMR is contractually entitled to a CPI-related unit hour rate increase on April 1, 2018. The special increase is not contractual. However, upon establishing the Alliance, both the District and AMR knew the new endeavor might necessitate system and rate adjustments to meet performance requirements, provide excellent service, and build and maintain a healthy, effective partnership.

#### ATTACHMENTS

AMR Contract Amendment

Exhibit D Eff 4-1-18 Redline

Exhibit D Eff 4-1-18 Clean

Unit Hour Rate Worksheet

**CONTRACT AMENDMENT AGREEMENT**  
**(Purchase of Services – Long Form)**

Number: F4577300  
Fund/Org: 204000/7040  
Account: 2310  
Other:

1. **Identification of Contract to be Amended.**

Number: F4577300

Effective Date: January 1, 2016

Department: Contra Costa County Fire Protection District

Subject: Emergency Ambulance Services

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

Contractor: American Medical Response West

Capacity: California Corporation

Address: 2400 Bisso Lane, Concord, CA 94520

3. **Amendment Date.** The effective date of this Contract Amendment Agreement is April 1, 2018.

4. **Amendment Specifications.** The Contract identified above is hereby amended as set forth in the “Amendment Specifications” attached hereto which are incorporated herein by reference.

5. **Signatures.** These signatures attest the parties’ agreement hereto:

**COUNTY OF CONTRA COSTA, CALIFORNIA**

BOARD OF SUPERVISORS  By: _____ Chair/Designee	ATTEST: Clerk of the Board of Supervisors  By: _____ Deputy
---	--

**CONTRACTOR**

Signature A Name of business entity:  By: _____ (Signature of individual or officer)  _____ (Print name and title A, if applicable)	Signature B Name of business entity:  By: _____ (Signature of individual or officer)  _____ (Print name and title B, if applicable)
--	--

**Note to Contractor:** For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

### **AMENDMENT SPECIFICATIONS**

For good and valuable consideration, Contractor and District hereby amend the Contract as follows:

1. Exhibit D of the Service Plan (L-3) of the Contract is hereby deleted in its entirety and replaced with Exhibit D attached to this Amendment.

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
District

**SERVICE PLAN**  
**(Purchase of Services - Long Form)**

Exhibit D

Ambulance Unit Hours Rates

Ambulance Unit Hours Per Week	Ambulance Unit Hour Rate
4,501 - 4,668	\$ 147.70
4,669 - 4,836	\$ 144.22
4,837 - 5,004	\$ 140.96
5,005 - 5,172	\$ 137.94
5,173 - 5,340	\$ 135.11
5,341 - 5,508	\$ 134.06
5,509 - 5,676	\$ 133.07
5,677 - 5,844	\$ 132.14
5,845 and over	\$ 131.26

Initials: \_\_\_\_\_  
Contractor                      District

**SERVICE PLAN**  
**(Purchase of Services - Long Form)**

Exhibit D

Ambulance Unit Hours Rates

Ambulance Unit Hours Per Week	Ambulance Unit Hour Rate
4,501 - 4,668	\$ <del>139.17</del> <u>147.70</u>
4,669 - 4,836	\$ <del>137.80</del> <u>144.22</u>
4,837 - 5,004	\$ <del>136.52</del> <u>140.96</u>
5,005 - 5,172	\$ <del>135.32</del> <u>137.94</u>
5,173 - 5,340	\$ <del>134.20</del> <u>135.11</u>
5,341 - 5,508	\$ <del>133.16</del> <u>134.06</u>
5,509 - 5,676	\$ <del>132.18</del> <u>133.07</u>
5,677 - 5,844	\$ <del>131.25</del> <u>132.14</u>
5,845 and over	\$ <del>130.38</del> <u>131.26</u>

Initials:

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
District

**SERVICE PLAN**  
**(Purchase of Services - Long Form)**

Exhibit D

Ambulance Unit Hours Rates

Ambulance Unit Hours Per Week	Ambulance Unit Hour Rate
4,501 - 4,668	\$ 147.70
4,669 - 4,836	\$ 144.22
4,837 - 5,004	\$ 140.96
5,005 - 5,172	\$ 137.94
5,173 - 5,340	\$ 135.11
5,341 - 5,508	\$ 134.06
5,509 - 5,676	\$ 133.07
5,677 - 5,844	\$ 132.14
5,845 and over	\$ 131.26

Initials: \_\_\_\_\_  
Contractor District

### Rate Increase Worksheet

Ambulance Unit Hours per Week	AMR Unit Hour Rates Eff 4-1-17	Special Unit Hour Rate Increase	CPI Factor	Contractual Unit Hour Rates Eff 4-1-18
4,501 - 4,668	139.17	146.71	1.006738	147.70
4,669 - 4,836	137.80	143.25	1.006738	144.22
4,837 - 5,004	136.52	140.02	1.006738	140.96
5,005 - 5,172	135.32	137.02	1.006738	137.94
5,173 - 5,340	134.20	134.20	1.006738	135.11
5,341 - 5,508	133.16	133.16	1.006738	134.06
5,509 - 5,676	132.18	132.18	1.006738	133.07
5,677 - 5,844	131.25	131.25	1.006738	132.14
5,845 and over	130.38	130.38	1.006738	131.26

Note:

$$\text{CPI Factor} = 1 + (0.03 \times .2246) = 1.006738$$





Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Jeff Carman, Chief, Contra Costa County Fire Protection District  
Date: April 10, 2018

Subject: Cal OES Agreement for Temporary Assignment of Vehicle and Equipment

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an Agreement for Temporary Assignment of Vehicle and Equipment with the California Governor's Office of Emergency Services for assignment and use of a 2016 HME AHRENS-FOX Type II Hazardous Materials Vehicle and other related equipment to respond to incidents in furtherance of the California Fire Service and Rescue Emergency Mutual Aid Plan, with a term not to exceed ten years.

**FISCAL IMPACT:**

The value of the Type II Hazardous Materials Vehicle is \$538,000. The value of the equipment and appliances is \$262,000. The District will be required to house, maintain, and make minor repairs to the equipment. Repairs that exceed \$100 for each item are the responsibility of CalOES but are subject to a \$100 deductible. The District will be responsible for ensuring a certified team of certified Hazardous Materials Specialists is maintained and that appropriate records are kept regarding equipment, staff, and incidents.

**BACKGROUND:**

On May 9, 2017, the Fire Board of Directors approved the Fire Chief to execute a Hazardous Materials by Rail Training Agreement with the California Governor's Office

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

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

ABSENT: Diane Burgis,  
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: April 10, 2018

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

By: June McHuen, Deputy

Contact: Jeff Carman, Fire Chief  
925-941-3300 x1100

cc:

**BACKGROUND: (CONT'D)**

of Emergency Services (CalOES) to reimburse the Contra Costa County Fire Protection District (District) for hazardous materials training. That training was required before the District could staff a HazMat Type II Team. The Agreement funded training for Hazmat Technician A through D and Hazmat Specialist F and G for 17 employees. The training met the California Specialized Training Institute (CSTI) requirements and standards for certification. The Agreement also included funds to send three employees to Assistant Safety Officer training.

Now that District personnel have completed the above-referenced training, CalOES is awarding the District a Type II Hazardous Materials Vehicle and other related HazMat response equipment. Upon the Board's approval, the District will enter into an Agreement for Temporary Assignment of Vehicle and Equipment. The value of the vehicle is \$538,000. The value of equipment and appliances is \$262,000.

The term of the Agreement is ten (10) years but may be terminated by either party by providing fourteen (14) days advanced written notice to the other party.

**CONSEQUENCE OF NEGATIVE ACTION:**

Without an executed Agreement, CalOES will not assign a Type II Hazardous Materials Response Vehicle or other equipment to the District.



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Jeff Carman, Chief, Contra Costa County Fire Protection District  
Date: April 10, 2018

Subject: Purchase Order for Motorola Portable Radios

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with Motorola, Inc., in care of Red Cloud Inc., in an amount not to exceed \$120,000 for the purchase of fourteen (14) trunking portable radios and accessories.

**FISCAL IMPACT:**

Budgeted; 100% Special District General Operating Fund.

**BACKGROUND:**

The Contra Costa County Fire Protection District (District) maintains a cache of mobile and portable radio equipment for personnel responding to medical and fire emergencies. The radios serve to maintain communications with District personnel and also other public safety agencies operating on both the East Bay Regional Communications System (EBRCS) and conventional VHF channels. The District periodically purchases radios to replace lost or damaged equipment and to ensure an adequate supply is available for District personnel. This purchase of fourteen (14) trunking portable radios and accessories supports the District's unit replacement plan.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, Director  
Candace Andersen,  
Director  
Diane Burgis, 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: April 10, 2018

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

Contact: Lewis Broschard, Deputy Chief  
925-941-300 ext 1101

By: June McHuen, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District will not be able to replenish its cache of EBRCS-compatible portable radios.



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Jeff Carman, Chief, Contra Costa County Fire Protection District  
Date: April 10, 2018

Subject: Purchase Order with TriTech Software Systems for Computer Aided Dispatch (CAD) System

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Fire Chief, to execute a purchase order with TriTech Software Systems in an amount not to exceed \$220,000 for the continued annual maintenance of the Contra Costa County Fire Protection District's 911 Computer Aided Dispatch system for the period May 1, 2018, through April 30, 2019.

**FISCAL IMPACT:**

Budgeted; 100% Special District EMS Transport Fund

**BACKGROUND:**

The Contra Costa Regional Fire Communications Center provides emergency medical, fire, and rescue dispatch services for the Contra Costa County Fire Protection District (District) and six other neighboring agencies within Contra Costa County using a 911 CAD system. The District's 911 CAD system provider is TriTech Software Systems. The District entered into a Software Support Agreement with TriTech Software Systems on February 3, 2004. This purchase order allows the District to make a payment to Tritech, in accordance with the Software Support Agreement, for the cost of software support, maintenance, and upgrades for the 911 CAD system for the period May 1, 2018, through April 30, 2019.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **04/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, Director  
Candace Andersen,  
Director  
Diane Burgis, 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: April 10, 2018

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

Contact: Ken Crawley, IS Manager  
925-941-3300 x1310

By: June McHuen, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District will not continue to receive support, maintenance, and upgrades for this mission critical system.