

CALENDAR FOR THE BOARD OF DIRECTORS
CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
BOARD CHAMBERS, ADMINISTRATION BUILDING, 1025 ESCOBAR STREET
MARTINEZ, CALIFORNIA 94553-1229

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

DAVID J. TWA, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 655-2075

LEWIS T. BROSCHARD III, FIRE CHIEF

To slow the spread of COVID-19, the Health Officer's Shelter Order of September 14, 2020, prevents public gatherings ([Health Officer Order](#)). In lieu of a public gathering, the Board of Supervisors meeting will be accessible via television and live-streaming to all members of the public as permitted by the Governor's Executive Order N29-20. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at www.contracosta.ca.gov.

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA MAY CALL IN DURING THE MEETING BY DIALING **888-251-2949** FOLLOWED BY THE ACCESS CODE **1672589#**. To indicate you wish to speak on an agenda item, please push "#2" on your phone.

All telephone callers will be limited to two (2) minutes apiece. The Board Chair may reduce the amount of time allotted per telephone caller at the beginning of each item or public comment period depending on the number of calls and the business of the day. Your patience is appreciated.

A lunch break or 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.contracosta.ca.gov.

ANNOTATED AGENDA & MINUTES
September 22, 2020

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

Staff Present: David Twa, County Administrator
Lewis Broschard, Fire Chief

1:00 P.M. Convene and call to order.

Convened and called to order at 3:55 p.m.

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

There were no consent items for consideration today.

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 Contra Costa County Fire Protection District fire station construction projects. (Lewis T. Broschard III, Fire Chief)

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

D.4 CONSIDER accepting a verbal report on the feasibility analysis for annexation of either or both the East Contra Costa Fire Protection District and the Rodeo-Hercules Fire Protection District into the Contra Costa County Fire Protection District. (Lewis T. Broschard III, Fire Chief)

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

D.5 CONSIDER accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (Lewis T. Broschard III, Fire Chief)

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

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402, including as the Housing Authority and the Successor Agency to the Redevelopment Agency. Persons who wish to address the Board 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 Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board 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 Board 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 Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553.

The County 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) 655-2000. An assistive listening device is available from the Clerk, First Floor.

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) 655-2000, to make the necessary arrangements.

Forms are available to anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda. Forms may be obtained at the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:

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 12, 2020 at 7:00 p.m. at their Administrative Office, 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

The Contra Costa County Fire Protection District has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB Assembly Bill

ABAG Association of Bay Area Governments

ACA Assembly Constitutional Amendment

ADA Americans with Disabilities Act of 1990

AFSCME American Federation of State County and Municipal Employees
ARRA American Recovery & Reinvestment Act of 2009
BAAQMD Bay Area Air Quality Management District
BART Bay Area Rapid Transit District
BayRICS Bay Area Regional Interoperable Communications System
BGO Better Government Ordinance
BOC Board of Commissioners
CALTRANS California Department of Transportation
CAER Community Awareness Emergency Response
CAL-EMA California Emergency Management Agency
CAO County Administrative Officer or Office
CCE Community Choice Energy
CBC California Building Code
CCCFPD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CFC California Fire Code
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer
COLA Cost of living adjustment
ConFire (CCCFPD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPF – California Professional Firefighters
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
EBMUD East Bay Municipal Utility District
ECCFPD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
et al. et alii (and others)
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
FTE Full Time Equivalent
FY Fiscal Year
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development

IAFF International Association of Firefighters
ICC International Code Council
IFC International Fire Code
Inc. Incorporated
IOC Internal Operations Committee
ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company
LLP Limited Liability Partnership
Local 1 Public Employees Union Local 1
Local 1230 Contra Costa County Professional Firefighters Local 1230
MAC Municipal Advisory Council
MBE Minority Business Enterprise
MIS Management Information System
MOE Maintenance of Effort
MOU Memorandum of Understanding
MTC Metropolitan Transportation Commission
NACo National Association of Counties
NEPA National Environmental Policy Act
NFPA National Fire Protection Association
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration
PACE Property Assessed Clean Energy
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union
SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee
TRANSPAC Transportation Partnership & Cooperation (Central)
TRANSPLAN Transportation Planning Committee (East County)
TRE or **TTE** Trustee
TWIC Transportation, Water and Infrastructure Committee
UASI Urban Area Security Initiative
UCOA United Chief Officers Association
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCTAC West Contra Costa Transportation Advisory Committee



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: September 22, 2020

Subject: Update on Fire Station Construction Projects - September 22, 2020

RECOMMENDATION(S):

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

FISCAL IMPACT:

Status report only. No fiscal impact.

BACKGROUND:

At the request of the Contra Costa County Fire Board of Directors, the Fire Chief is providing a report on the status and progress of District fire station construction projects.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/22/2020** 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: September 22, 2020

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

Contact: Aaron McAlister, Deputy Fire Chief (925) 941-3300 x1101

By: June McHuen, Deputy

cc:

ATTACHMENTS

Construction Projects Update - September
2020



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

September 22, 2020

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Update on Fire Station Construction Projects

- Fire Station 9 – Pacheco

Airport leadership and Public Works have been working through the drainage challenges associated with the proposed site and the adjacent properties. We are awaiting the recommendation on the most cost effective, workable solution to address this challenge.

An alternative site has been located adjacent to the current proposed location. This option has been presented by Airport leadership to the FAA for review and approval. We are awaiting a response from the FAA.

- Fire Station 86 – Bay Point

The architect is finalizing an exhaustive list of planning conditions and plan review comments for final approval. We anticipate bringing the project to the Board in October for approval and authority to go out to bid.

With the support of the County Administrator's office, the District has held several meetings to explore financing options for both stations. These items will come before the Board on a future date.

- Fire Station 70 – San Pablo

Construction continues at good pace with minimal issues. We are on time and projecting a spring 2021 opening. Please see the progress photos below.

FIRE STATION 70 (San Pablo) Progress Photos





**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard, III, Chief, Contra Costa Fire Protection District
Date: September 22, 2020

Subject: Report on Fire District Consolidation Studies

RECOMMENDATION(S):

ACCEPT a verbal report on the feasibility analysis for annexation of either or both the East Contra Costa Fire Protection District and the Rodeo-Hercules Fire Protection District into the Contra Costa County Fire Protection District.

FISCAL IMPACT:

The projected cost of contracting with a consultant to conduct the analysis is estimated at \$60,000 to be split proportionately between all three agencies.

BACKGROUND:

In recent weeks, we have begun discussions with both the Rodeo-Hercules and East Contra Costa Fire Protection Districts for possible annexation initiatives to enhance and improve the delivery of fire, rescue, and EMS response in our jurisdictions.

In the case of Rodeo-Hercules, we received an official request for a proposal which is currently under development. For both analyses, a consultant familiar with the county fire agencies and existing issues is developing a scope of work document, and we are working through the implementation and contract process. In both cases, we are in the very early

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **09/22/2020** 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: September 22, 2020
, County Administrator and Clerk of the Board of Supervisors

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

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

stages of a two-part process to determine if annexation of either district should be pursued by the respective agencies and their governing bodies.

Should the study be undertaken, it is anticipated the full scope of the two-part analysis will take six to eight months to complete and total cost will be approximately \$60,000 to be split proportionately between all three agencies.



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard, III, Chief, Contra Costa Fire Protection District
Date: September 22, 2020

Subject: Fire Chief's Report - September 22, 2020

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

Action of Board On: **09/22/2020** 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: September 22, 2020

, County Administrator and Clerk of the Board of Supervisors

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

By: June McHuen, Deputy

cc:

ATTACHMENTS

Fire Chief's September
Report



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

September 22, 2020

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Fire Chief's Report

- Remembering Our Fallen Firefighters. We continued our practice of honoring and remembering those who have made the ultimate sacrifice for the communities we serve at our annual Fallen Firefighter Memorial Ceremony on Saturday, September 12. This year, due to COVID distancing precautions and poor air quality, the ceremony was live-streamed and held in our classroom at our administrative offices. Thanks to Chair Andersen for participating in our ceremony and honoring our fallen with her remarks. The ceremony can be viewed at <https://www.facebook.com/contracostafire/live/>.
- Michele Drive Incident Thirteen Years Later. Our work to learn lessons from this incident that claimed two of our firefighter's lives in 2007 continues. Following up on our safety stand down during the anniversary week in July, we continue to review, refine, and implement improvements to procedures. Our progress on the original Michele Drive recommendations stands at 104 recommendations implemented out of the original 127.
- Fire Season Update. This year's fire season continues to prove challenging. We are continuing to experience unseasonably early fire risks ahead of the normal height of the annual fire season. Weather predictions indicate an extended fire season, perhaps into mid-November.

Dry lightning storms wreaked havoc in mid-August sparking countless fires across the state. In addition to dispatching numerous strike teams, made up of Con Fire and other operational area resources to Alameda, Napa, San Bernardino and Solano counties, we have also contributed our firefighting dozers, Crew 12, and numerous individual resources. As of this writing, we are still staffing strike teams on distant fires in northern and southern California.

As we move into the traditionally more wildfire-prone weeks of late September, October and early November, we expect fire frequency and danger to rise once again. Recent long-range weather forecast models suggest a late start to our area receiving consistent rains. Additionally, local fuel moisture levels (the quantity of water in trees and brush) have long been at the low levels normally not seen until October.

- Deer Complex Response. On Sunday, August 16, the District responded in support of the Deer Complex in east Contra Costa with 13 engines, multiple chief officers, both dozers, and our hand crew. Most were committed from the pre-dawn hours through the late evening or next morning for a total of more than 24 hours for some resources. As a result of the lightning event that occurred early that morning and throughout the day, we held all personnel from going off duty at morning shift change. All chief officers were recalled, the County EOC was supported, and our DOC was staffed until 7:00 p.m. that Sunday. Eleven dispatchers worked throughout the morning to handle multiple incidents and significant resource movement. These combined efforts resulted in us being able to staff all stations, even with the heavy commitment to the Deer Complex, until it could be confirmed that no additional fires were started as a result of the lightning event.

For the crews working on the Deer Complex, as well as our own incidents, they worked through excessive temperatures exceeding 107 degrees in oppressive and extreme firefighting conditions to assist in containing the fires. This brief report can in no way describe the effort put forth by our personnel on August 16 and throughout the following few days where multiple crews were sent to adjacent operational areas to assist in these unprecedented fire events. They performed excellent work and represented the very best of our organization.

- Fleet Updates. Several heavy equipment fleet additions are in the works. These are long-lead-time acquisitions with a new ladder truck and two Type 1 engines expected to be added late this year.
- Fire Prevention Bureau Update. As we move into the final quarter of the calendar year, our progress on state-mandated inspections is strong with some 98% of the more than 7,000 inspections already conducted. Apartments and multi-family residential occupancies, with the largest total number of inspections required, is at 99.5% completion with K-12 schools at 95% completion. One area of concern has been congregate living facilities where we have deferred some inspections to avoid exposing our employees to unnecessary infection risks. All categories of mandated inspections are on track for completion this year.

Similarly, weed abatement inspections are progressing well with inspections of priority risk areas being completed along with issuance of end stage work orders on non-compliant properties. Inspectors also evaluated conditions in open space areas adjacent to residential areas in August and September.

The Bureau's work to mitigate fire risks related to homeless encampments continued to progress as we worked with a variety of local partners in August and September to ensure the safety of these residents is not overlooked. We visited numerous encampments offering fire prevention guidance on implementing safety measures including fire suppression access and other risk reduction measures to the various agencies involved with them.

- COVID-19 Crisis Management. We continue to closely monitor both our crew and employee protection measures and issued a single, consolidated infection protection policy in August to simplify and clarify what had become a number of governing documents. We accompanied this new policy with considerable employee communications activity to ensure awareness, understanding, and compliance, including live webinars for each of our three shifts.

One new area of concern, as a result of numerous out-of-county deployments, is the unique risks these situations create. We took steps in late August to close gaps in our protection efforts and to encourage testing for returning crews.

Our protection measures continue to perform well, helping us hold the line on infections and protect our patients. We continue to monitor the evolving situation, especially infections and deaths in first responder organizations, and remain prepared to adapt as may become necessary.

Assistant Chief Quesada submitted an application for, and we received, a grant award from the Assistance to Firefighters Grant-Supplemental (AFGS) program, specifically pertaining to acquisition of or reimbursement for COVID related personal protective equipment (PPE). The grant award was \$100,000, and we are working through the procurement and reimbursement process.

- REACH Partnership. Con Air 1 went online with its new aerial fire suppression mission in August and was dispatched for the first time to a grassfire in Hercules on August 28. In this case, it did not become necessary to put water on that fire, but Con Air 1 was overhead and ready to do so. Hoist training will begin in October with the anticipation Con Air 1 will be certified and ready for these new rescue missions in November.

Both aircraft continue to operate in their air ambulance roles. The value of two air ambulance aircraft was proven again on September 7 when both were needed to respond to a major trauma injury accident on Highway 4 in Brentwood.

- Ambulance Transport Program. We continue to monitor 911 emergency ambulance transport volume in relation to our deployed unit hours. At the height of the COVID crisis, we were experiencing transport volumes as much as 28% below normal levels. Currently, transport and call volume numbers have risen to closer to normal levels for this time of year – approximately 90% of pre-pandemic levels. In spring, we had reduced deployed daily ambulance unit hours by approximately 10% to better match demand and deployment capacity while controlling costs. This was done without adverse employee impacts. As of September 1, we have directed our sub-contractor to increase ambulance unit hour deployment back to pre-COVID reduction levels as 911 call volume and ambulance transport appears to be returning to near-normal levels.
- Budget Update. We received the annual assessment letter from the County Assessor on August 10, and it reflected estimates that were in line with our original estimate of a five percent (5%) increase for assessed valuation growth within the

District for FY2020-21. We still plan to work through the current fiscal year in a reduced revenue mindset with regard to expenditures as was presented to the Board during the budget hearings on August 4.