

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
December 8, 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.

Called to order at 3:10 p.m.

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.5 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Director or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

There were no items removed for discussion.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

There were no requests to speak at public comment.

- D.3** CONSIDER approving and authorizing the Fire Chief, or designee, to include the Contra Costa County Fire Protection District in the Centers for Medicare and Medicaid Services program titled ET3 - Emergency Triage, Treat and Transport Mode Participation Agreement, for the period January 1, 2021, through December 31, 2025, and APPROVE and AUTHORIZE the Fire Chief, or designee, to sign any necessary agreements required to participate in the ET3 Program. (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 report from the Fire Chief providing an update on the ongoing annexation feasibility analysis. (Lewis T. Broschard III, Fire Chief)

Letter of support received from Bryan Scott, resident of Brentwood (attached).

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

- D.6** 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.7** CONSIDER accepting a report from the Fire Chief regarding the 2020 fire season. (Lewis T. Broschard III, Fire Chief)

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

CONSENT ITEMS

- C.1** Contra Costa County Fire Protection District (7300): APPROVE Appropriation and Revenue Adjustment No. 5013 authorizing new revenue in the amount of \$244,500 from the Federal Emergency Management Agency, U.S. Department of Homeland Security, California Governor's Office of Emergency Services, State Homeland Security Grant Program (SHSGP) and appropriating it in the Contra Costa County Fire Protection District (7300) for the purchase of a swiftwater rescue prime mover. (100% Federal Grant)

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 a purchase order with American Medical Response, in an amount not to exceed \$900,000, for the purchase of medical equipment. (100% EMS Transport Fund)

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

- C.3** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a service agreement with GovQA, LLC, in an amount not to exceed \$20,000, for a hosted public records management software system for the period December 15, 2020, through December 14, 2021. (100% CCCFPD Operating Fund)

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

- C.4** Contra Costa County Fire Protection District (7300): APPROVE Appropriation and Revenue Adjustment No. 5012 authorizing new revenue in the amount of \$347,805 from the Federal Emergency Management Agency, U.S. Department of Homeland Security, California Governor's Office of Emergency Services, State Homeland Security Grant Program (SHSGP) and appropriating it in the Contra Costa County Fire Protection District (7300) for the purchase of forty-two (42) portable radios. (100% Federal grant)

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

C.5 APPROVE and AUTHORIZE the Auditor-Controller, on behalf of the Contra Costa County Fire Protection District, to make a payment to the State of California Department of Health Care Services in the amount of \$1,683,735 for the Ground Emergency Medical Transportation Quality Assurance Fee for ambulance transports in the first, second, and third quarter of 2020. (100% CCCFPD 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 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, December 14, 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

CCCPFD (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: December 8, 2020

Subject: ET3 – Emergency Triage, Treat and Transport Model Participation Agreement Under the Center for Medicare and Medicaid Innovation

RECOMMENDATION(S):

1. APPROVE and AUTHORIZE the Fire Chief, or designee, to include the Contra Costa County Fire Protection District in the Centers for Medicare and Medicaid Services program titled ET3 - Emergency Triage, Treat and Transport Mode Participation Agreement, for the period January 1, 2021, through December 31, 2025.

2. APPROVE and AUTHORIZE the Fire Chief, or designee, to sign any necessary agreements required to participate in the ET3 Program.

FISCAL IMPACT:

Currently, the Centers for Medicare and Medicaid Services (CMS) will only pay for ambulance transport to a hospital emergency department or other covered destination. District participation in the ET3 model will allow for additional revenue recovery for emergency ambulance transports to an alternative destination and for treatment in place.

BACKGROUND:

Emergency Triage, Treat, and Transport (ET3) is a voluntary, five-year payment model that will provide greater flexibility to ambulance care teams to address the emergency

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 12/08/2020 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: December 8, 2020

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

Contact: Terry Carey, Assistant Chief
925-941-3300

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

health care needs of Medicare Fee-for-Service (FFS) beneficiaries following a 911 call.

While the program is offered by CMS to a subset of Medicare patients, the Contra Costa County Fire Protection District (District) proposes to implement the program offering the services to all 911 users.

CMS will continue to pay to transport a Medicare FFS beneficiary to a hospital emergency department or other covered destination, which is the current process. In addition, under the ET3 model, CMS will now reimburse for services such as:

1. Transport to an alternative destination partner, such as a primary care office, urgent care clinic, or a community mental health center (CMHC); or
2. Initiate and facilitate treatment in place with a qualified health care partner, either at the scene of the 911 emergency response or via telehealth.

The District intends to implement an alternative destination (Mental Health facility) as well as a telehealth program, and will provide these new services to all of our citizens, without regard to payer status.

The primary goal of the ET3 Model is to test whether paying for (1) Transport to an Alternative Destination and (2) Treatment in Place, each furnished to low-acuity Medicare FFS beneficiaries following a 911 call, will reduce avoidable transports of Medicare FFS beneficiaries to emergency departments and/or utilization of other covered services. The secondary goal of this model is that these services be provided to all users of the 911 system, and that it not be limited only to Medicare FFS beneficiaries.



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: December 8, 2020

Subject: Annexation Feasibility Analysis Update

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief providing an update on the ongoing annexation feasibility analysis.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

In September 2020, the District contracted with a consultant to conduct a feasibility study regarding potential 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. In Phase I of the overall study, a specific fiscal feasibility analysis was conducted relative to the East Contra Costa Fire Protection District. The Phase I report was completed in mid-November. The initial findings of the Phase I report indicate that the larger and more comprehensive study regarding annexation of the East Contra Costa Fire Protection District should continue.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 12/08/2020 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: December 8, 2020

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

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

By: June McHuen, Deputy

cc:

CLERK'S ADDENDUM

Letter of support received from Bryan Scott, resident of Brentwood (attached).

AGENDA ATTACHMENTS

CCFPD Phase One Report 12-2020

MINUTES ATTACHMENTS

Correspondence Received

Phase One:

FINANCIAL ANALYSIS

Fire District Annexation

December 2020



Contra Costa County
Fire Protection District



East Contra Costa
Fire Protection District



AP TRITON
VISION • INNOVATION • SOLUTIONS

CONTENTS

Introduction & Purpose of the Study	1
Acknowledgments.....	1
Financial Analysis	2
Historical Perspective of East Contra Costa FPD	2
East Contra Costa FPD Revenues.....	2
CCCFPD Costs of Anticipated Levels of Service	7
Other Financial Information	11
Conclusions & Recommendations	12
Observations & Conclusions.....	12
Recommendations	13
Appendix A: Table of Figures	14
Appendix B: Data Sources	15

INTRODUCTION & PURPOSE OF THE STUDY

AP Triton Consulting, LLC (Triton) was retained by the Contra Costa County Fire Protection District (CCCFPD) to conduct a two-phase study for a potential annexation of the East Contra Costa Fire Protection District (ECCFPD) and the Rodeo-Hercules Fire District (RHFPD).

This document reflects Phase One of that study and entails Triton's review and analyses of financial projections and current budget information as it relates to the conceptual annexation of East Contra Costa FPD by Contra Costa County FPD.

Triton's assessment incorporated organizational and operational expenditure projections previously prepared by CCCFPD. The process was developed to coincide with the concept of annexation by the Contra Costa County Fire Protection along with an analysis of the revenue history of the East Contra Costa Fire Protection District.

The final portion of this study includes Triton's observations, conclusions, and recommendations on the next steps that should be taken in the potential annexation process.

Acknowledgments

AP Triton Consulting wishes to acknowledge and extend its appreciation to Chief Lewis Broschard of the Contra Costa County Fire Protection District and Chief Brian Helmick of East Contra Costa Fire Protection District for their assistance with this project.

FINANCIAL ANALYSIS

Historical Perspective of East Contra Costa FPD

The East Contra Costa County Fire Protection District, a combination of the Bethel Island Fire District, the East Diablo Fire District, and the Oakley Fire District, was formed in November 2002. At formation, ECCFPD operated from eight fire stations using a combination of career, paid-on-call, and volunteer firefighters. Within eight years, the economic downturn affected the revenue stream of the District forcing it to begin closing fire stations. Two stations were closed in July 2010 and three more closed in November 2012. ECCFPD was awarded a SAFER staffing grant in August 2012, which allowed the District to reopen a station in November 2012 and another in May 2013. At the conclusion of the SAFER grant in September 2014, one station was closed as employees sought employment elsewhere. In July 2017, another station was closed with service being provided from the remaining three stations. These closures occurred despite an increase in call volume from 6,260 in 2011 to 7,679 in 2019.

East Contra Costa FPD Revenues

Over the past several years revenues from property taxes have increased substantially, from \$10,353,000 in FY 14/15 to \$14,372,000 in FY 18/19 to an approximate 40% total increase of 8% annually.¹ Contra Costa County distributes property tax revenue to ECCFPD under the Teeter Plan which provides for the District to receive 100% of the property tax assessments annually. In return, the District allows the County to retain interest and penalties on the collection of late property tax payments. Redevelopment Agency (RDA) pass-through revenues have fluctuated between \$390,000 in FY 14/15 (low) and \$638,000 in FY 16/17 (high).² Intergovernmental revenues, typically reimbursements for assisting in wildfires, have been received during the prior years from FY 14/15 through FY 17/18.

In 2016, the Contra Costa County Board of Supervisors approved a reallocation of property tax funding from the Byron-Bethany Irrigation District to ECCFPD. These funds, beginning in FY 17/18, have provided more than \$800,000 annually to the District. The funding is continuous and will be for the benefit of the entity providing fire and EMS services to the area. The District assesses a First Responder Fee to recipients of EMS and a Fire Recovery Fee for other fire-related responses. Measure H funding is provided by Contra Costa County to offset a portion of providing EMS services. Other recurring revenues include homeowner property tax relief and other "in-lieu" taxes.

It is critical for an agency to have a stable and reliable source of revenue each year. Revenue that is anticipated and reasonably quantifiable to be received from year to year is considered to be "recurring revenue." Property taxes and other forms of taxation are examples of recurring revenues. Non-recurring revenues, conversely, are receipts that may or may not be received annually or that are not reasonably quantifiable each year. Examples of these types of receipts are grant funds, loan proceeds, insurance proceeds, reimbursements of extraordinary expenses, and any other miscellaneous receipts.

ECCFPD receives parcel tax revenue from several Community Facilities Districts (CFD) formed according to the Mello-Roos Act (Gov. Code Section 53311 et seq.). These revenues primarily fund operating costs to increase service levels for properties participating in the CFDs. The District also receives revenue from fire facility impact fees imposed under the Mitigation Fee Act (Gov. Code 66000 et seq.) by the City of Brentwood, City of Oakley, and Contra Costa County. These are one-time fees paid by new development to mitigate the capital costs of providing service to this development.

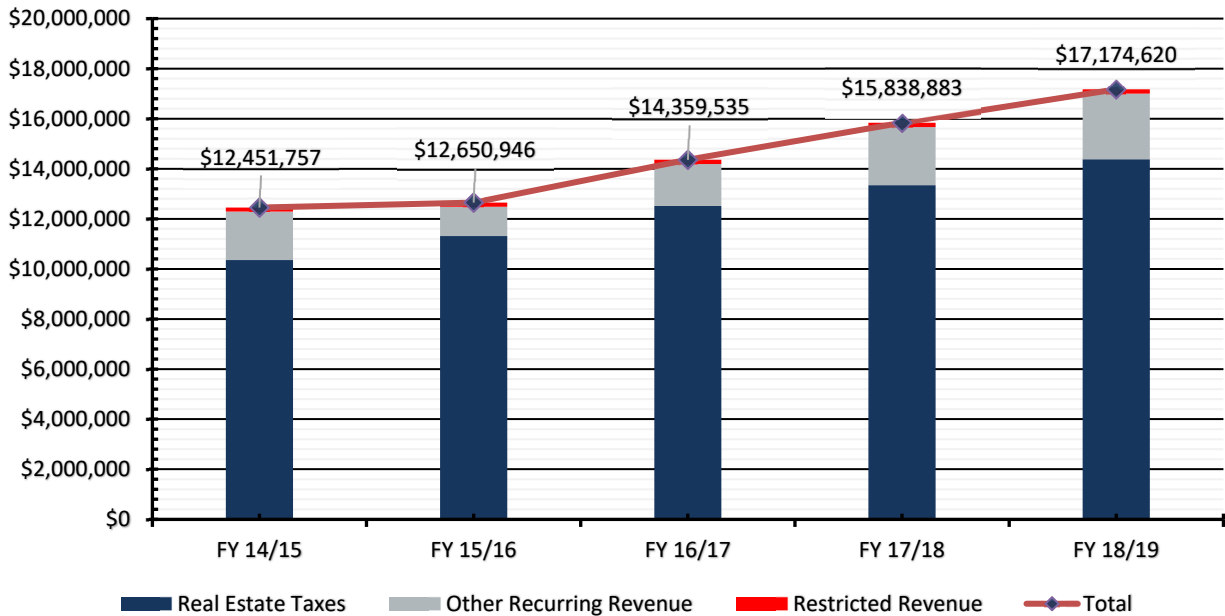
The following figure provides a historical perspective on these revenue sources.

Figure 1: ECCFPD Historic Revenue Sources (FY 14/15–FY 18/19)³

Revenue/Expenses	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual
Property taxes	10,353,555	11,316,855	12,515,243	13,343,148	14,379,074
Pass-throughs from others	389,467	559,464	638,057	477,057	606,234
Homeowner property tax relief	89,406	90,264	90,404	91,324	90,451
Other in-lieu taxes	15,399	14,950	14,967	14,981	14,426
Other revenues	5,961	1,993	15,785	—	—
Use of money & property	—	—	—	15,600	15,600
Investment earnings	—	—	—	—	—
Intergovernmental revenues	1,437,691	498,896	915,918	218,391	534,247
Byron-Bethany Irrigation District	—	—	—	802,280	839,358
First Responder Fee	—	—	—	—	95,000
Fire recovery Fee	—	—	—	—	16,000
Recurring Revenue	12,291,479	12,482,422	14,190,374	14,962,781	16,590,390
Charges for services	—	—	—	80,186	379,697
Shea Homes Settlement	—	—	—	623,000	—
JAC PV Ed Reimbursements	—	—	—	—	28,652
Non-Recurring Revenue	—	—	—	703,186	408,349
Measure H	—	—	—	—	—
Bethel Island Development Fee Fund Revenue	1,971	6,154	3,143	989	—
East Diablo Development Fee Fund Revenue	—	—	—	1,380	—
Cypress Lakes CFD Fund Revenue	158,307	162,370	166,018	170,547	175,881
Oakley Development Fee Fund Revenue	—	—	—	—	—
Delta Coves CFD	—	—	—	—	—
Total Special Revenue (Net):	160,278	168,524	169,161	172,916	175,881
TOTAL REVENUES:	12,451,757	12,650,946	14,359,535	15,838,883	17,174,620

The following figure provides a visual format of information from the preceding Figure 1 and indicates the trend in the growth of property tax and total revenues from Fiscal Years 14/15 to FY 18/19.⁴

Figure 2: ECCFPD Historic Revenues Indicating Trends (FY 14/15–FY 18/19)



Revenue Projections

The initial revenue projections for ECCFPD were provided to AP Triton by the District. After review of these projections, it was determined that the property tax revenue growth estimates were extremely conservative, based on the trends of the prior five years. To better estimate future revenue, adjustments have been made to the figures provided by the District. Triton used revenue information provided by ECCFPD for FY 21/22 and increased that by 4% annually. Revenue from Byron-Bethany Irrigation District and the First Responder Fee revenue, using the CCCFPD First Responder Fee structure and experience, is projected to increase by 2% annually. The Fire Recovery Fee was eliminated in the revenue projections. Other revenues are not projected to increase during the period.

The following figure is the revenue portion of the ECCFPD adopted budget for FY 20/21 and forms the basis for the revenue projections in Figure 4.

Figure 3: ECCFPD Adopted Budget (FY 20/21 Revenues)

Revenue	FY 20/21 Adopted Budget
Property taxes	15,671,269
Pass-throughs—other agencies	477,056
Homeowner property tax relief	93,150
Other in-lieu taxes	15,281
Other revenues	—
Use of money & property	7,500
Fire Prevention	237,000
Intergovernmental	—
Byron-Bethany Irrigation District	946,514
First Responder Fee	160,000
Fire recovery Fee	51,000
Recurring Revenue:	17,658,770
JAC PV Ed Reimbursements	4,500
Non-Recurring Revenue:	4,500
Measure H	218,087
Bethel Island Development Fee Fund Revenue	—
East Diablo Development Fee Fund Revenue	—
Cypress Lakes CFD Fund Revenue	182,800
Oakley Development Fee Fund revenue	—
Delta Coves CFD	11,640
Total Special Revenue:	412,527
TOTAL REVENUES:	18,075,797

Figure 4: ECCFPD Projected Revenues (FY 21/22–FY 26/27)

Revenue	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
Property taxes	16,290,283	16,941,894	17,619,570	18,324,352	19,057,327	19,819,620
Pass-throughs–other agencies	477,056	477,056	477,056	477,056	477,056	477,056
Homeowner property tax relief	93,150	93,150	93,150	93,150	93,150	93,150
Other in-lieu taxes	15,281	15,281	15,281	15,281	15,281	15,281
Other revenues	—	—	—	—	—	—
Use of money & property	15,000	15,000	15,000	15,000	15,000	15,000
Investment earnings	—	—	—	—	—	—
Intergovernmental	—	—	—	—	—	—
Byron-Bethany Irrigation District	956,515	975,645	995,158	1,015,061	1,035,363	1,056,070
First Responder Fee	175,000	178,500	182,070	185,711	189,426	193,214
Fire recovery Fee	—	—	—	—	—	—
Recurring Revenue:	18,022,285	18,696,526	19,397,285	20,125,611	20,882,603	21,669,391
JAC PV Ed Reimbursements	1,240	1,265	1,290	1,316	1,342	1,369
Non-Recurring Revenue:	1,240	1,265	1,290	1,316	1,342	1,369
Measure H	218,087	218,087	218,087	218,087	218,087	218,087
Bethel Island Development Fee Fund Revenue	—	—	—	—	—	—
East Diablo Development Fee Fund Revenue	—	—	—	—	—	—
Cypress Lakes CFD Fund Revenue	186,996	190,736	194,551	198,442	202,410	206,459
Oakley CFD	65,000	65,000	65,000	65,000	65,000	65,000
Delta Coves CFD	24,000	36,000	48,000	52,000	64,000	68,000
Total Special Revenue:	494,083	509,823	525,638	533,529	549,497	557,546
TOTAL REVENUES:	18,517,608	19,207,614	19,924,213	20,660,456	21,433,442	22,228,306

CCCFPD Costs of Anticipated Levels of Service

Emergency response agencies require adequate staffing, facilities and equipment, and related operating costs to perform their mission. Contra Costa Fire Protection District is applying its cost structure to the staffing of ECCFPD fire stations for the projections. The projections include maintaining the existing staffing levels of three stations with the expansion of adding two additional three-person companies to be staffed over the following 12 months.

Expenditure Projections

Salaries and benefits, which include Medicare payroll taxes, health insurance, and pension costs for the line positions—Captains, Engineers and Firefighters—were assumed to be entering the CCCFPD system at the Step 3 level in the CCCFPD salary schedule for this analysis. The Captain and Engineer classifications include nine positions each in the first year of the operation, and grow to fifteen in the second year. Nine firefighter positions are included in the initial year of operations, but the additional six positions added in the second year will be firefighter/paramedics.

Overtime is calculated at 13% of personnel costs based on CCCFPD historical overtime cost experience. As previously stated, the projections include maintaining the existing staffing levels of three stations with the expansion of adding two additional three-person companies to be staffed over the following 12–18 months. These personnel costs are projected to increase 10% annually in the first five years and 6% annually beginning in the sixth year of the projections. Other post-employment benefits (OPEB) Prepayments and Retiree Health costs are additional benefit costs that are projected to increase 3% annually. Fire prevention personnel are assumed to be “cost neutral” for this analysis due to fee revenue associated with fire prevention activities.

Administrative personnel (one business manager, two clerical positions, and one payroll clerk) can be absorbed into the existing Con Fire staffing. Additional program support for grant applications and grant management, as well as cost recovery, may be able to be fully supported by these additional positions.

Operating costs include fuel, apparatus repairs and maintenance, professional fees, the cost of the CalFire contract for the Sunshine Station, and facility maintenance and utilities. Operating costs are projected to increase by 3% annually beginning in the second year.

Apparatus and equipment have useful lives that may be established through a replacement schedule or functional obsolescence. It is critical to the cost-effective and safe operation of these assets to provide funding for the timely replacement of apparatus and equipment. CCCFPD recently acquired three Type I engines; lease payments for these will continue through the first three years of the projections.

Additional apparatus are expected to be acquired under lease arrangements or through the use of capital funds during the projection years. It is anticipated that a new ladder truck, with a cost of approximately \$1,500,000, will be acquired using capital reserve funds, within the first 18 months after the annexation is completed. CCCFPD has an established capital equipment replacement plan. Apparatus and equipment for the annexed stations will be included in this plan.

Figure 5: Projected Expenditures (FY 21/22–FY 26/27)

Expenses	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
Assistant/Deputy Chief (1)	500,000	530,000	561,800	595,508	631,238	669,113
Battalion Chiefs (4)	1,480,000	1,628,000	1,790,800	1,898,248	2,012,143	2,132,871
Captains, 9 year 1, 15 year 2	2,295,000	4,207,500	4,628,250	5,091,075	5,600,183	5,936,193
Engineers 9 year 1, 15 year 2	2,070,000	3,795,000	4,174,500	4,591,950	5,051,145	5,354,214
Firefighters 9 in years 1 - 6	1,710,000	1,881,000	2,069,100	2,276,010	2,503,611	2,653,828
Firefighter/Paramedics 6 beginning year 2	—	1,086,000	1,194,600	1,314,060	1,445,466	1,590,013
Overtime factor @ 13%	982,150	1,637,675	1,801,443	1,972,275	2,159,631	2,296,725
Total Salaries & Benefits:	9,037,150	14,765,175	16,220,493	17,739,126	19,403,417	20,632,957
OPEB Prepay	275,000	283,250	291,748	300,500	309,515	318,800
Retiree Health costs	363,000	373,890	385,107	396,660	408,560	420,816
Fuel	75,000	77,250	79,568	81,955	84,413	86,946
Tires	25,000	25,750	26,523	27,318	28,138	28,982
Apparatus Maintenance	100,000	103,000	106,090	109,273	112,551	115,927
EBRCS Fees	45,000	46,350	47,741	49,173	50,648	52,167
Tax collection fees @1% or tax revenue	162,903	169,419	176,196	183,244	190,573	198,196
CalFire Sunshine Station	550,000	566,500	583,495	601,000	619,030	637,601
Station 55	50,000	51,500	53,045	54,636	56,275	57,964
Station 52	50,000	51,500	53,045	54,636	56,275	57,964
Station 53	50,000	51,500	53,045	54,636	56,275	57,964
Station 59	50,000	51,500	53,045	54,636	56,275	57,964
Station 51	—	—	—	54,636	56,275	57,964
Total Services & Supplies:	1,795,903	1,851,409	1,908,645	2,022,303	2,084,805	2,149,254
Total Recurring Expenses:	10,833,053	16,616,138	18,129,581	19,761,429	21,488,222	22,782,212
Firefighting equipment replacement fund payment	130,930	134,858	138,904	143,071	147,363	151,784
CCE Type I Engines (3)	522,217	522,217	522,217	—	—	—
Type I Engines (2) [^]	—	160,000	160,000	160,000	160,000	160,000
Type 3 Engines (2) [^]	—	70,000	70,000	70,000	70,000	70,000
Water Tenders (2) [^]	—	65,000	65,000	65,000	65,000	65,000
Utility pick-ups (2)	12,000	12,000	12,000	12,000	12,000	12,000
BC & AC Vehicle (5)	54,000	54,000	54,000	54,000	54,000	54,000
Total Capital Costs & Lease:	719,147	1,018,075	1,022,121	504,071	508,363	512,784
TOTAL EXPENDITURES:	11,552,200	17,634,659	19,151,259	20,265,500	21,996,585	23,294,995

[^]To be ordered

Other Financial Information

Governmental entities are limited in their ability to rapidly create new funding sources. This results in a need to maintain a reserve balance of some amount. The Net Cash Flow and Cumulative Cash Flow shown in the following figure are isolated to the projected revenues versus projected expenditures shown in the preceding Figures 4 and 5.

Figure 6: Summary of Revenues & Expenditures (FY 21/22–FY 26/27)

Revenues/Expenses	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
Recurring Revenue	18,022,285	18,696,526	19,397,285	20,125,611	20,882,603	21,669,391
Non-Recurring Revenue	1,240	1,265	1,290	1,316	1,342	1,369
Total Special Revenue (Net)	494,083	509,823	525,638	533,529	549,497	557,546
TOTAL REVENUES:	18,517,608	19,207,614	19,924,213	20,660,456	21,433,442	22,228,306
Total Salaries & Benefits	9,037,150	14,765,175	16,220,493	17,739,126	19,403,417	20,632,957
Total Services & Supplies	1,795,903	1,851,409	1,908,645	2,022,303	2,084,805	2,149,254
Total Recurring Expenses	10,833,053	16,616,584	18,129,138	19,761,429	21,488,222	22,782,211
Capital Costs & Lease Pmnt.	719,147	1,018,075	1,022,121	504,071	508,363	512,784
TOTAL EXPENDITURES:	11,552,200	17,634,659	19,151,259	20,265,500	21,996,585	23,294,995
Net Cash Flow (Deficit)	6,965,408	1,572,955	772,954	394,956	(563,143)	(1,066,689)
Cumulative Cash Flow	6,965,408	8,538,363	9,311,317	9,706,274	9,143,131	8,076,441

ECCFPD has accumulated significant reserve balances in operating reserves, capital equipment replacement funds, and capital facilities maintenance funds. These funds would be available to provide for potential shortfalls and other liabilities. These reserves total an estimated \$13,000,000 based on the adopted FY 20/21 ECCFPD Budget.

CONCLUSIONS & RECOMMENDATIONS

Observations & Conclusions

The following represents Triton's observations which were developed during the financial analysis. The results provided the basis to make the following conclusions:

- The East Contra Costa Fire Protection District has a funding stream sufficient to provide adequate staffing for three fire stations.
- ECCFPD has adopted a development impact fee program and established community facilities districts to provide funding for capital infrastructure to mitigate the impacts of new development.
- CCCFPD will provide paramedic staffing beginning in year two.
- In 2016, Byron-Bethany Irrigation District (BBID) was ordered to annually transfer funds to ECCFPD or a successor agency to provide fire protection and EMS to areas within the irrigation district.
- Property tax revenues have increased at an annual rate of 8% over the previous five years as indicated in the ECCFPD annual audit reports.
- Additional real estate development is anticipated within ECCFPD.
- ECCFPD has significant cash reserves for operational and capital repairs and replacement needs.
- Over the projection period, expense growth outpaces revenue growth leading to a deficit in cash flow in the sixth year of the projections.
- Contra Costa County FPD has the capacity, funding, and administrative support to successfully integrate ECCFPD operations into its organizational structure.
- The CCCFPD proposal will immediately fund the current service level and, within 12 months of the annexation, will fund two additional three-person companies and staff Station 55, a currently unstaffed fire station.
- Measure X, a half-cent sales tax on a countywide basis is expected to generate approximately \$81 million annually, with a yet to be determined amount being made available to support fire services.

Recommendations

Based on the financial analysis, observations, and conclusions, Triton recommends that Contra Costa County FPD and East Contra Costa consider the following:

- The fire districts should consider taking the next steps toward annexation of ECCFPD into CCCFPD. Triton believes this would result in economies of scale and a more cost-effective overall organization.
- Additional sources of revenue to fund operations should be explored to ensure operational cash-flow continues to produce an excess.
- Long-lived assets such as apparatus and equipment need to be replaced on a scheduled basis, requiring the accumulation of reserve funding.
- The fire service should pursue the possibility of acquiring a portion of the Measure X funding, as it could greatly enhance the ability to open additional ECCFPD fire stations.

APPENDIX A: TABLE OF FIGURES

Figure 1: ECCFPD Historic Revenue Sources (FY 14/15–FY 18/19).....	4
Figure 2: ECCFPD Historic Revenues Indicating Trends (FY 14/15–FY 18/19)	5
Figure 3: ECCFPD Adopted Budget (FY 20/21 Revenues).....	6
Figure 4: ECCFPD Projected Revenues (FY 21/22–FY 26/27)	7
Figure 5: Projected Expenditures (FY 21/22–FY 26/27)	10
Figure 6: Summary of Revenues & Expenditures (FY 21/22–FY 26/27)	11

APPENDIX B: DATA SOURCES

¹ East Contra Cost Fire Protection District Annual Audit Reports, FY June 30, 2015 through Draft Report for FY June 30, 2019.

² East Contra Cost Fire Protection District Annual Audit Reports, FY June 30, 2015 through Draft Report for FY June 30, 2019.

³ Ibid.

⁴ Ibid.

From: Bryan Scott

Sent: Monday, December 7, 2020 2:49 PM

To: David Twa <David.Twa@cao.cccounty.us>

Cc: SupervisorMitchoff <SupervisorMitchoff@bos.cccounty.us>; District5 <District5@bos.cccounty.us>; Supervisor_Burgis <Supervisor_Burgis@bos.cccounty.us>; Supervisor Candace Andersen

<SupervisorAndersen@bos.cccounty.us>; John_Gioia <John_Gioia@bos.cccounty.us>

Subject: Public Comment: 12/08/20 CCC FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, Agenda Item D.4

12/08/2020 CCC FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Public Comment, Agenda Item D.4

Bryan Scott, Brentwood, CA

Good afternoon members of the Board of Supervisors.

My name is Bryan Scott; I am a private citizen and resident of Brentwood, in eastern Contra Costa County.

I'd like to speak in favor of moving forward with the Phase 2 study of the annexation of East Contra Costa Fire Protection District (ECCFPD) into Contra Costa County Fire Protection District (ConFire).

The "Phase One: Financial Analysis-Fire District Annexation" report notes that should ConFire annex ECCFPD, it **"has the capacity, funding, and administrative support to successfully integrate ECCFPD operations into its organizational structure. The CCCFPD proposal will immediately fund the current service level and, within 12 months of the annexation, will fund two additional three-person companies and staff Station 55, a currently unstaffed fire station."**

The Phase One study also notes that **"CCCFPD will provide paramedic staffing beginning in year two."**

These service level improvements are sorely needed in East County, an area that comprises roughly 31% of Contra Costa County, and has, over the last thirty years, experienced the most dramatic growth in the County.

I would also like to point out that a 2016 Local Agency Formation Commission Municipal Services Review stated that the emergency services provided by ECCFPD were funded at a rate of \$94 per-person per-year, while fire districts in other parts of the County were funded at rates of \$449 and \$370 per-person per-year. ConFire was reported to be funded at the rate of \$149 per-person per-year.

As one might expect, the service levels in eastern Contra Costa County are the worst in the County, and response times exceed all industry goals and standards by a wide, wide margin.

Also, ECCFPD is unable to respond to emergency calls for significant periods of time each month. And it is unable to fight any structure fire at all, without at least six firefighters from neighboring fire districts assisting.

This situation endangers firefighters who are over-run with emergency calls, as well as the public, that suffers needlessly.

Please move forward with the study, and complete the annexation as quickly as possible.

Thank you.

-Bryan



**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: December 8, 2020

Subject: Fire Chief's Report - December 8, 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: **12/08/2020** 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: December 8, 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 Report
12-2020



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

December 8, 2020

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Fire Chief's Report

- Rescue Typing. Our rescue program achieved another milestone in November by receiving Type 2 certification from the Governor's Office of Emergency Services for both Rescue 10 in Concord and Rescue 82 in Antioch. Previously, our rescues were not typed according to state standards. In order to achieve a Type certification, an agency must demonstrate it possesses the appropriate equipment and apparatus, proper training facilities, and a certain number of trained and certified firefighters available to respond to incidents related to urban search and rescue. This effort has taken years for us to achieve and is a testament to our investment in equipment, capital, and training and the dedication and professionalism of all our members who are part of the rescue program. It is consistent training and the availability of proper equipment and apparatus that enable the District to successfully mitigate complex technical rescue incidents such as the Walnut Creek window washer rescues in mid-October.
- Fire Season Update. The 2020 fire season proved to be a challenging one here in Contra Costa County and across the western U.S. While we fared better than many of our neighbors, we did respond to more than 400 grass and vegetation fires county-wide, managing to hold all but a handful of them to less than 10 acres. This was a considerable feat, given the weather and fuel conditions, and came as a result of significant planning and preparedness.

In recognition of the changing nature of our fire seasons, we are no longer declaring an official end to the season as we have done in past years. As it currently stands across the District, there are considerable dead annual grasses, dry brush, and vegetation that all have very low fuel moisture and thereby represent an ongoing wildfire risk. In spite of lower temperatures and some rain, the danger of wildfires still remains a threat.

However, with the seasonal adjustment in responses, we have been able to demobilize Crew 12 and our Dozer Program for the coming months. Both Crew 12 and our dozers proved invaluable during the height of the 2020 fire season and played important roles in keeping our communities safe. We are examining lessons learned from this season for each of these programs and will be making adjustments to staffing for 2021 to maximize the value of both programs.

- Fire District Consolidation Study. Phase I of this initiative, a financial feasibility study of East Contra Costa Fire Protection District, was completed last month. Based on Phase I study results, we plan to move forward into the planned Phase II of the study which will examine the two potential annexations in great detail. We expect results of Phase II to be available for decision making in mid-2021.
- REACH Partnership. In late October, our Con Air crews were able to take advantage of the presence of Cal Fire aircraft and crews to coordinate operational and airspace issues directly between air crews. This will contribute to better and more cohesive joint firefighting efforts.

Con Air 1 begins hoist training this month. When completed in spring 2021, this important new capability will be available to support our communities and the surrounding region.

- USCG Housing in Concord. Our efforts to obtain better security for this nuisance property that has resulted in firefighter injuries due to multiple homeless-caused structure fires and wildland fires have not borne fruit. Multiple inquiries with the U.S. Coast Guard have been met with “we are doing all we can” and “it's out of our control.” The office of Congressman Mark DeSaulnier has been engaged to support our requests. However, the property is now up for auction, and when a sale goes through and the property is subject to local regulation, we will immediately pursue implementation of adequate security with the new owner. Actual close of escrow could drag into spring or summer of 2021.
- COVID-19 Update. In late November, noting upticks in both exposures and infections, we redoubled our efforts to educate personnel and enforce protection policies. We continue to closely monitor pandemic developments locally, nationwide, and around the world. It is clear there is need for continued vigilance in order to adjust protection and operational measures based on any changes. In the meantime, we have reviewed contingency plans to ensure we are prepared should the current surge in local cases impact our operations.
- 5150 Coordination Effort. Last month, we participated with County Public Health in their Value Stream Mapping project to assess the current situation with and address the frequency of law enforcement requests for EMS assistance with individuals experiencing mental health emergencies. The focus of the initiative is to determine best practices for managing these incidents. Participating agencies included Concord and San Pablo police departments; the Con Fire Alliance; and a number of agencies representing mental health workers who operate the 211 hotline, respond to mental health crises, and/or see patients in their clinics.

The goal was to bring key stakeholders together to collaborate and reinvent the way we respond to mental health crises in our county, i.e., a de-emphasis of law enforcement response when safe and appropriate and a renewed emphasis on connecting those in crisis directly with a mental health specialist as quickly as possible.

- Support Services. The first twenty Con Fire-owned ambulances, which will replace the current AMR-provided vehicles early next year, have been delivered. We will be placing an order for another twenty to be delivered in 2021.

In January, we are expecting delivery of two engines and one ladder truck. The ladder truck will go to Fire Station 70 in San Pablo later in 2021; and the two engines will allow us to rotate older frontline units to reserve status as part of our ongoing fleet management program.

- Arson Arrest. Con Fire investigators, working with the San Pablo Police Department, arrested 30-year-old Jeremy Ong, a San Pablo resident who is a suspect in a series of five fires set in and around San Pablo on November 6, 2020. Ong was charged with Arson of a Structure or Forest Land (PC § 451(c)). The first fire involved a homeless encampment behind Espanillo Court. Soon after arrival on scene, two additional fires were reported. Upon investigation, the third fire was determined to have been set by Ong who was later arrested in nearby John Herbert Davis Park. One shed and one out building were damaged; but all other nearby structures were protected by fire crews. No firefighters or civilians were injured.
- EMS. Call volume remains below historical levels; and we have not yet, as of late November, experienced the typical flu-season uptick in calls.

The EMS Division implemented a series of District-wide flu immunization clinics in November to maximize availability and protection for all employees. This clinic structure may serve as a model for possible COVID-19 vaccine distribution to District personnel.

- Training. The Training Division leveraged the District's Google-based "Tailboard" intranet site last month to move its extensive training management processes to the digital environment. The move promises greater levels of efficiency and effectiveness making modernized tools and processes – including our master training calendar, a new online workflow approval process, a policy and procedure library with improved access and search features, and new daily operational snapshot dashboards – available to all employees on any device.

We are hosting a "Mastering the Unified Command" course for first responder agencies across the region. The course was taught in a newly modified hybrid in-person/remote classroom designed and constructed to safely conduct training in the pandemic environment. It allows sharing of training simultaneously in multiple classrooms and online to accommodate distancing requirements.

A new state-of-the-art forcible entry training prop was installed at Fire Station 84 last month making it possible for crews to conduct this important and recurring training without leaving the very busy Pittsburg/Antioch area.

- Fire Prevention. Colder weather has prompted many businesses across the County to seek approval to use heaters to make outdoor spaces commercially viable. To

help facilitate these approvals with a minimum of confusion, Con Fire's Fire Prevention Bureau coordinated an initiative of Contra Costa County Fire Marshals to develop a common set of standards for temporary tent applications for businesses seeking to expand outdoor operations. The resulting standard provides a unified approach to ensure consistency across all fire agencies in the county. Additionally, we are working with County Health to provide businesses accurate and coordinated information related to compliance with health orders based on the current tier system.

Two District inspectors were promoted to Fire Inspector II in November – Teresa Castle and Jim Phelan. The Fire Prevention Bureau also conducted interviews for the remaining Fire Inspector I and Fire Inspector II vacancies.

- Communications Chief Recruitment. We are continuing the recruitment process to fill this vacancy having interviewed six highly qualified candidates from a field of eighteen. Final interviews were scheduled for the week of November 30 and we hope to make an announcement around the first of the year.



**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: December 8, 2020

Subject: Update on Fire Station Construction Projects - December 8, 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: **12/08/2020** 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: December 8, 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 - December
2020



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

December 8, 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 continue to work through the drainage challenges associated with the proposed site and the adjacent properties. Utilizing the existing site will require substantial redesign of the station in order to minimize the impacts on sensitive environmental areas.

The alternative site, located immediately adjacent to the current site, has emerged as the preferred option as construction there will only minimally impact the sensitive environmental areas and will not require an extensive redesign of the station. However, the FAA has determined that the alternative site does not have a strong enough nexus to aviation to qualify for aviation use. With the assistance of Congressman DeSaulnier, we have scheduled a meeting with the FAA to discuss reconsideration of this decision.

- Fire Station 86 – Bay Point

This station is currently out to bid. Bid opening began on November 24, 2020 and will continue through 2 p.m. on December 10, 2020. The additional time was necessary in order to sufficiently answer bidder questions that arose during the bid process. We anticipate returning to the Board in January or February 2021 to award the bid. Construction will potentially begin in March 2021 with an estimated completion time of sixteen months.

- Fire Station 70 – San Pablo

Construction continues at a good pace with minimal issues. We are on schedule and projecting a spring 2021 opening.



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: December 8, 2020

Subject: Report on 2020 Fire Season

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief regarding the 2020 fire season.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The 2020 fire season proved to be, yet again, another year of firsts and unprecedented fire activity within the state, our local region, and Contra Costa County.

Contra Costa County fared better than many of our neighboring counties; however, the District responded to more than 400 grass and vegetation fires, managing to hold all but a handful of them to less than 10 acres. This was a considerable feat given the weather and fuel conditions and came as a result of significant planning and preparedness.

In recognition of the changing nature of our fire seasons, we are no longer declaring an official end to the season as we have done in past years. As it currently stands across the District, there are considerable dead annual grasses, dry brush, and vegetation that all have very low fuel moisture and thereby represent an ongoing

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

Action of Board On: **12/08/2020** 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: December 8, 2020

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

Contact: Lewis Broschard, Fire Chief
925-941-3300 x1100

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

wildfire risk. In spite of lower temperatures and some rain, the danger of wildfires still remains a threat.

This report will discuss the 2020 fire season, our preparations and expanded capabilities to date, and what potential next steps may be for consideration into 2021 and beyond as we must explore additional prevention, planning, preparedness, and response capabilities for this growing threat within all the communities served by the District.

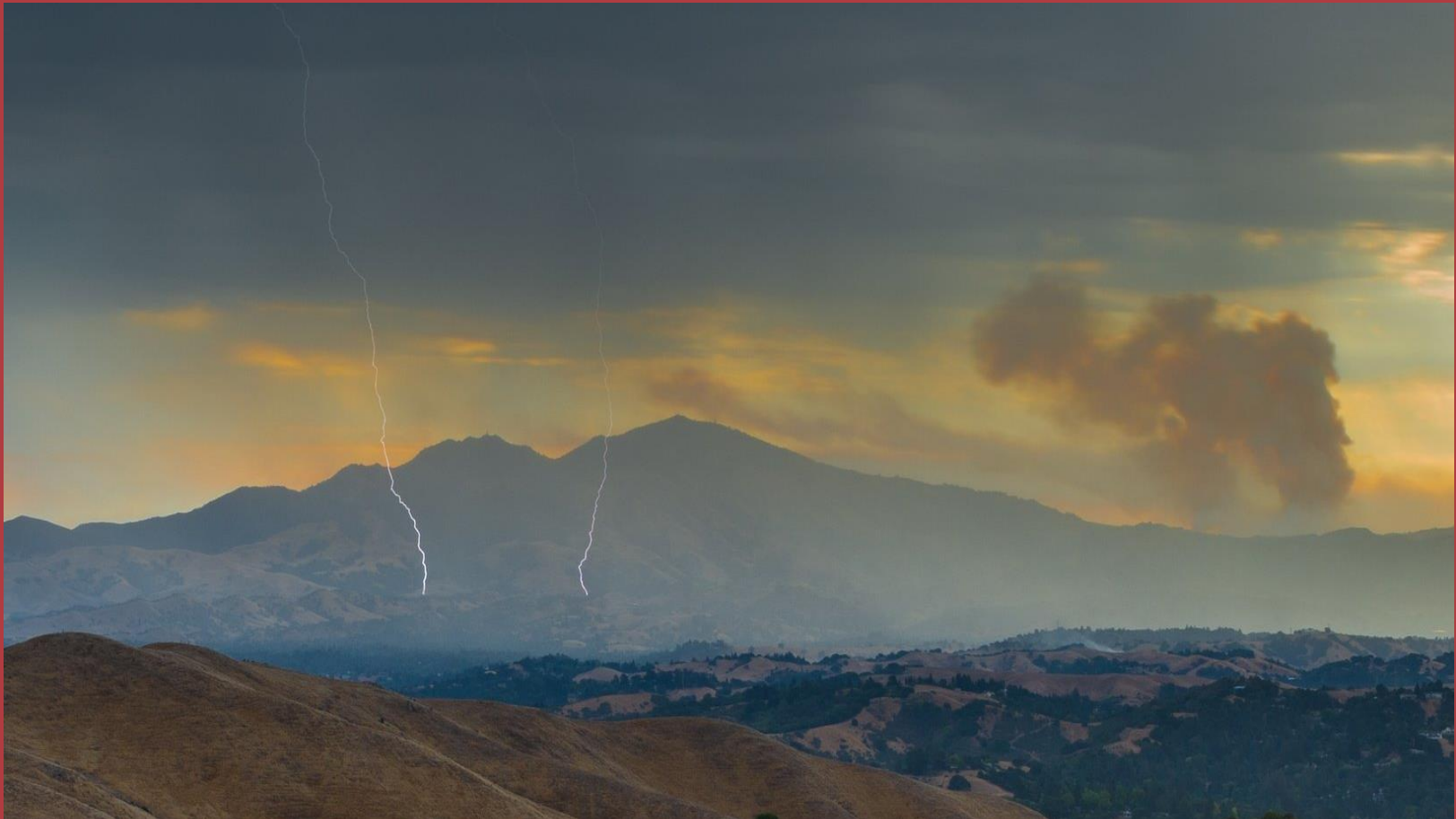
ATTACHMENTS

Fire Season 2020 Report



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
FIRE • RESCUE • EMS

FIRE SEASON 2020



Service • Leadership • Teamwork • Safety and Preparedness • Professionalism • Integrity



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

FIRE SEASON 2020 OVERVIEW

- Largest fires on record in the Bay Area/Northern California region
- Highest level of mutual aid and strike team activity for the District
- Significant resource commitments mid-August through mid-October
- Significantly unhealthy air quality for extended periods



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
FIRE • RESCUE • EMS

FIREFIGHTING THIS SUMMER



Video courtesy of @FirePhotoGirl

Service • Leadership • Teamwork • Safety and Preparedness • Professionalism • Integrity



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

IN CONTRA COSTA COUNTY

- Increased number of fires compared to 2018 & 2019
 - Vegetation Fires
 - 2018 – 313
 - 2019 – 317
 - 2020 – 436
 - Exterior Fires
 - 2018 – 719
 - 2019 – 775
 - 2020 – 1,043





CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

CURRENT INITIATIVES AND PROGRAMS

- Crew 12
 - Hand crew that responds to fires in support of engine companies
 - Performs prescribed project and fuel reduction work
 - Assistance to CAL FIRE during the COVID pandemic





CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

CURRENT INITIATIVES AND PROGRAMS

- Heavy Equipment Program
 - Fire trail maintenance
 - Increased capacity for emergency response
 - Force multiplier at fire scenes
 - Increased ability to assist with mutual aid
 - Cost recovery through mutual aid responses





CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

CURRENT INITIATIVES AND PROGRAMS

- Aviation Program
 - Providing rapid response to local incidents
 - 160 gallon bucket
 - Incident observation
 - Learning from our 2020 experiences
 - Expanding training and coordination with CalFire





CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

CURRENT INITIATIVES AND PROGRAMS

- Prepositioning
 - Consistent use of internal and external resources
 - Used during Red Flag conditions
 - Includes engines, hand crews, dispatchers, overhead, dozers, and aviation





CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

CURRENT INITIATIVES AND PROGRAMS

- Expanded wildland apparatus fleet
- Increased wildland training - Incident Command
- AlertWildfire camera program
- Increased resiliency for large incidents
- Invested in towable emergency generators
- Continued work with Diablo Fire Safe Council



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

CURRENT INITIATIVES AND PROGRAMS

- Community Risk Reduction (CRR)
 - Working with H3 and certain cities to identify, educate, and support fire safe practices in homeless encampments
 - Work with H3 and cities/county to relocate encampments in high fire hazard zones or areas with dangerous fuel conditions
 - Exterior Hazard Control Unit – continued work on weed abatement and reducing fire hazards
 - 1,182 inspections
 - 150 work orders issued



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

FIRE SEASON IS YEAR ROUND ISSUE

- Fire Season has become more an issue of levels of severity throughout the year
- No longer a real “hard stop” to Fire Season
- Droughts, continued effects of climate change, continued introduction of people into areas of dry vegetation, and other factors contribute to the risk
- We are in December and waiting for sustained rain



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PLANNING FOR 2021 AND BEYOND

- Crew 12
 - Has shown value – needs to be expanded to 7 days per week
 - Portion of staffing should be considered for year-round work
- Seasonal Staffing
 - Need to explore staffing of additional engines June-October
- Continued Support and Advocacy for Prepositioning
 - Important for our Operational Area and adjoining areas



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PLANNING FOR 2021 AND BEYOND

- Diablo Fire Safe Council
 - Need to consider funding to support neighborhood grants
 - Currently funded through federal grants that are uncertain
- Ordinances and Alternative Mitigation Approaches
- Expand Community Risk Reduction Efforts
 - Increased education and enforcement for defensible space
 - Continue work with H3 and others regarding encampments



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PLANNING FOR 2021 AND BEYOND

- Evacuation Planning
 - Support and integrate with countywide planning effort
- AlertWildfire Program
 - Continue to expand camera locations
 - Potential for early fire-detection technology
 - Increase resiliency and effectiveness of volunteer firewatch



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS



QUESTIONS?



**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: December 8, 2020

Subject: Appropriation and Revenue Adjustment - FY18 SHSGP Portable Radios

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No. 5012 authorizing new revenue in the amount of \$347,805 from the Federal Emergency Management Agency, U.S. Department of Homeland Security, California Governor's Office of Emergency Services, State Homeland Security Grant Program (SHSGP) and appropriating it in the Contra Costa County Fire Protection District (7300) for the purchase of forty-two (42) portable radios.

FISCAL IMPACT:

\$347,805 funded from the State Homeland Security Grant Program (SHSGP).

BACKGROUND:

On November 10, 2020, the Contra Costa County Fire Protection District (District) Board of Directors approved the purchase of forty-two (42) portable radios. These radios will provide a cache of additional P25 Easy Bay Regional Communications System (EBRCS) portable radios for engines that are upstaffed during disaster response activities. The District was awarded \$347,805 towards the purchase of these radios from the Fiscal Year 2018 State Homeland Security Grant Program.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/08/2020** 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: December 8, 2020

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

Contact: Lizz Patterson, Fiscal Officer
 925-941-3300 x 1302

By: June McHuen, Deputy

cc:

AGENDA

ATTACHMENTS

TC 24/27 5012

MINUTES

ATTACHMENTS


Signed Appropriation 5012

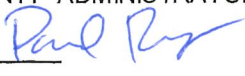
**CONTRA COSTA COUNTY
 APPROPRIATION ADJUSTMENT/
 ALLOCATION ADJUSTMENT
 T/C-27**

AUDITOR-CONTROLLER USE ONLY:
 FINAL APPROVAL NEEDED BY:
 BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR
 AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
7300	4955	RADIO & COMMUNICATION EQUIPMENT		347,805.00
				347,805.00

APPROVED

AUDITOR - CONTROLLER
 By:  Date 11/30/20


COUNTY ADMINISTRATOR
 By:  Date 12/3/2020

BOARD OF SUPERVISORS
 YES:
 NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To appropriate revenue from Federal grant funds for the purchase of forty-two (42) portable radios.



PREPARED BY: Jackie Lorrekovich
 TITLE: Chief of Administrative Services
 DATE: 11/13/20

APPROPRIATION APOO 5012
 ADJ. JOURNAL NO.

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

AUDITOR-CONTROLLER USE ONLY:	
FINAL APPROVAL NEEDED BY:	
<input checked="" type="checkbox"/>	BOARD OF SUPERVISORS
<input checked="" type="checkbox"/>	COUNTY ADMINISTRATOR
<input checked="" type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
7300	9569	Other Federal Aid	347,805.00	
TOTALS			347,805.00	0.00

APPROVED

AUDITOR – CONTROLLER
 By: [Signature] Date 11/30/20

COUNTY ADMINISTRATOR
 By: [Signature] Date 12/3/2020


BOARD OF SUPERVISORS

YES:
 NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To accept grant funding from Federal Emergency Management Agency, U.S. Department of Homeland Security, California Governor's Office of Emergency Services, State Homeland Security Grant Program for the purchase of forty-two (42) portable radios.

PREPARED BY: Jackie Lorrekovich
 TITLE: Chief of Administrative Services
 DATE: 11/16/2020


REVENUE ADJ. JOURNAL NO. RAOO 5012

**CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27**

AUDITOR-CONTROLLER USE ONLY:

- FINAL APPROVAL NEEDED BY:
- BOARD OF SUPERVISORS
 - COUNTY ADMINISTRATOR
 - AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
7300	4955	RADIO & COMMUNICATION EQUIPMENT		347,805.00
				347,805.00

APPROVED

AUDITOR - CONTROLLER
 By: Date 11/30/20

COUNTY ADMINISTRATOR
 By: Date 12/3/2020

BOARD OF SUPERVISORS
 YES: Gioia, Andersen, Burgis, Mitchoff, Glover
 NO: None

By: Date 12-08-2020

EXPLANATION OF REQUEST

To appropriate revenue from Federal grant funds for the purchase of forty-two (42) portable radios.

PREPARED BY: Jackie Lorrekovich
 TITLE: Chief of Administrative Services
 DATE: 11/13/20

APPROPRIATION APOO 5012
 ADJ. JOURNAL NO.

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

AUDITOR-CONTROLLER USE ONLY:	
FINAL APPROVAL NEEDED BY:	
<input checked="" type="checkbox"/>	BOARD OF SUPERVISORS
<input checked="" type="checkbox"/>	COUNTY ADMINISTRATOR
<input checked="" type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
7300	9569	Other Federal Aid	347,805.00	
TOTALS			347,805.00	0.00

APPROVED

AUDITOR – CONTROLLER
By: [Signature] Date 11/30/20

COUNTY ADMINISTRATOR
By: [Signature] Date 12/3/2020

BOARD OF SUPERVISORS
YES: Gioia, Andersen, Burgis, Mitchoff, Glover
NO: None

By: [Signature] Date 12-08-2020

EXPLANATION OF REQUEST

To accept grant funding from Federal Emergency Management Agency, U.S. Department of Homeland Security, California Governor's Office of Emergency Services, State Homeland Security Grant Program for the purchase of forty-two (42) portable radios.

PREPARED BY: Jackie Lorrekovich
TITLE: Chief of Administrative Services
DATE: 11/16/2020

[Signature]

REVENUE ADJ. JOURNAL NO. RAOO 5012



**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: December 8, 2020

Subject: Appropriation and Revenue Adjustment - FY18 SHSGP Swiftwater Rescue

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No. 5013 authorizing new revenue in the amount of \$244,500 from the Federal Emergency Management Agency, U.S. Department of Homeland Security, California Governor's Office of Emergency Services, State Homeland Security Grant Program (SHSGP) and appropriating it in the Contra Costa County Fire Protection District (7300) for the purchase of a swiftwater rescue prime mover.

FISCAL IMPACT:

\$244,500 awarded from the State Homeland Security Grant Program.

BACKGROUND:

On October 13, 2020, the Contra Costa County Fire Protection District (District) Board of Directors approved the purchase of a swiftwater rescue prime mover vehicle, in an amount not to exceed \$240,000. The District was awarded \$244,500 from the Fiscal Year 2018 State Homeland Security Program towards the purchase of a prime mover vehicle, a boat, and a tow trailer, to enhance the capabilities of the District's Swiftwater Rescue Program. The boat and trailer will be purchased separately, and the District will be responsible for costs exceeding the grant amount. The grant award will fully cover the cost of the prime mover.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/08/2020** 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: December 8, 2020

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

Contact: Elizabeth Patterson, Fiscal
 Officer 925-941-3300

By: June McHuen, Deputy

cc:

AGENDA

ATTACHMENTS

TC24/27 5013

MINUTES

ATTACHMENTS

Signed Appropriation 5013


TC24/27 5013


**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

AUDITOR-CONTROLLER USE ONLY:	
FINAL APPROVAL NEEDED BY:	
<input checked="" type="checkbox"/>	BOARD OF SUPERVISORS
<input checked="" type="checkbox"/>	COUNTY ADMINISTRATOR
<input checked="" type="checkbox"/>	AUDITOR-CONTROLLER

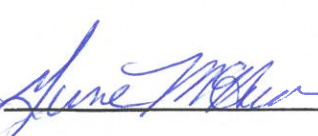
ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
7300	9569	Other Federal Aid	244,500.00	
TOTALS			244,500.00	0.00

APPROVED

AUDITOR - CONTROLLER
By:  Date 11/30/20

COUNTY ADMINISTRATOR
By:  Date 12/3/2020

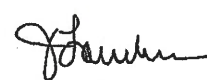
BOARD OF SUPERVISORS
YES: Gioia, Andersen, Burgis, Mitchoff, Glover
NO: None

By:  Date 12-08-2020

EXPLANATION OF REQUEST

To accept grant funding from Federal Emergency Management Agency, U.S. Department of Homeland Security, California Governor's Office of Emergency Services, State Homeland Security Grant Program for the purchase of a swiftwater rescue prime mover, boat, and tow trailer

PREPARED BY: Jackie Lorrekovich
TITLE: Chief of Administrative Services
DATE: 11/19/2020



REVENUE ADJ. JOURNAL NO. RAOO 5013

**CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27**

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
 BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR
 AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
7300	4953	AUTOS & TRUCKS		244,500.00
				244,500.00

APPROVED

AUDITOR – CONTROLLER
By: [Signature] Date 11/20/20

COUNTY ADMINISTRATOR
By: [Signature] Date 12/3/2020

BOARD OF SUPERVISORS
YES: Gioia, Andersen, Burgis, Mitchoff, Glover
NO: None

By: [Signature] Date 12-8-2020

EXPLANATION OF REQUEST

To appropriate revenue from Federal grant funds for the purchase of a swiftwater rescue prime mover, boat, and tow trailer.

[Signature]

PREPARED BY: Jackie Lorrekovich
TITLE: Chief of Administrative Services
DATE: 11/19/20


APPROPRIATION APOO 5013
ADJ. JOURNAL NO.


**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

AUDITOR-CONTROLLER USE ONLY:	
FINAL APPROVAL NEEDED BY:	
<input checked="" type="checkbox"/>	BOARD OF SUPERVISORS
<input checked="" type="checkbox"/>	COUNTY ADMINISTRATOR
<input checked="" type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
7300	9569	Other Federal Aid	244,500.00	
TOTALS			244,500.00	0.00

APPROVED

AUDITOR – CONTROLLER
By:  Date 11/30/20

COUNTY ADMINISTRATOR
By:  Date 12/3/2020

BOARD OF SUPERVISORS

YES:

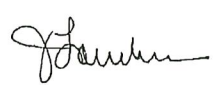
NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To accept grant funding from Federal Emergency Management Agency, U.S. Department of Homeland Security, California Governor's Office of Emergency Services, State Homeland Security Grant Program for the purchase of a swiftwater rescue prime mover, boat, and tow trailer

PREPARED BY: Jackie Lorrekovich
TITLE: Chief of Administrative Services
DATE: 11/19/2020




REVENUE ADJ. JOURNAL NO. RAOO 5013

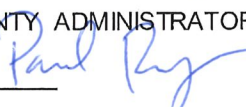
**CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27**

AUDITOR-CONTROLLER USE ONLY:
FINAL APPROVAL NEEDED BY:
 BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR
 AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	< DECREASE >	INCREASE
7300	4953	AUTOS & TRUCKS		244,500.00
				244,500.00

APPROVED

AUDITOR – CONTROLLER
By:  Date 11/20/20


COUNTY ADMINISTRATOR
By:  Date 12/3/2020

BOARD OF SUPERVISORS
YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST

To appropriate revenue from Federal grant funds for the purchase of a swiftwater rescue prime mover, boat, and tow trailer.



PREPARED BY: Jackie Lorrekovich
TITLE: Chief of Administrative Services
DATE: 11/19/20

APPROPRIATION APOO 5013
ADJ. JOURNAL NO.



**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: December 8, 2020

Subject: GEMT QAF Payment to California Department of Health Care Services CY 2020 Q1-3

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, on behalf of the Contra Costa County Fire Protection District, to make a payment to the State of California Department of Health Care Services in the amount of \$1,683,735 for the Ground Emergency Medical Transportation Quality Assurance Fee for ambulance transports provided by the Contra Costa County Fire Protection District in the months of January through September (Quarters 1-3) of 2020.

FISCAL IMPACT:

The Ground Emergency Medical Transportation (GEMT) / Quality Assurance Fee (QAF) program increases the historic base rate of Medi-Cal reimbursement by \$220.80 per transport. The GEMT/QAF program, therefore, increases the per transport reimbursement from the historic base rate of \$118.20 to \$339.00.

To fund this program, the State of California Department of Health Care Services (DHCS) began assessing all transport providers within the State of California a fee of \$25.23 per transport effective July 1, 2018. The fee was increased to \$26.07 effective July 1, 2019 through June 30, 2020, and the fee was increased again to \$32.30 effective July 1, 2020 through June 30, 2021. The increased fee of \$32.30 was approved by the Centers for Medicare & Medicaid Services (CMS) on October 15, 2020.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/08/2020** 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: December 8, 2020

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

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

By: June McHuen, Deputy

cc:

FISCAL IMPACT: (CONT'D)

The District received the attached invoices from DHCS on November 25, 2020. The invoices are for the period January, February, March 2020 (Quarter 1), for \$624,197.50; April, May, June 2020 (Quarter 2), for \$502,620.30; and July, August, September 2020 (Quarter 3), for \$556,916.60.

The fiscal impact will be revenue generating for the District due to the significant number of Medi-Cal transports within the District's ambulance operating area. Medi-Cal is the second highest payer type (second to Medicare). The net revenue the District receives will be calculated by multiplying the \$220.80 per transport uplift for Medi-Cal fee-for-service and Medi-Cal managed care transports less the \$32.30 QAF the District is required to pay on all transports.

The net revenue estimate (uplift less QAF) for the District for 2020 is approximately \$2 million under the current funding and fee parameters.

BACKGROUND:

CMS approved State Plan Amendment (SPA) 18-004 authorizing the GEMT/QAF program in March 2019. The Quality Assurance Fee (QAF) is an add-on fee used to increase Medi-Cal funding. Essentially, emergency medical transportation providers in California must pay this fee on all transports, and in return, providers will receive an uplift that increases the Medi-Cal reimbursement base rate for Medi-Cal fee-for-service and managed care recipients.

CMS approved SPA 19-0020 in September 2019. SPA 19-0200 increased the QAF from \$25.23 per transport to \$26.07 per transport for ground emergency medical transports with dates of service beginning July 1, 2019 through June 30, 2020. SPA 20-0009 increased the QAF to \$32.30 per transport for ground emergency medical transports with dates of service beginning July 1, 2020 through June 30, 2021.

This request is for calendar year 2020 quarters 1, 2, and 3 fees (for January-September 2020 transports). The payment for Q1 is due on or before January 1, 2021. State program representatives indicated there would be no exceptions and late fees may be assessed by the State for payments not received by the due date. Payments for Q2 and Q3 are due February 1, 2021, and March 1, 2021, respectively.

CONSEQUENCE OF NEGATIVE ACTION:

The QAF payment is mandatory for all providers (public and private) within the State. If not paid, the State can assess late payment penalties and withhold provider payments for ambulance services provided to Medi-Cal recipients.

ATTACHMENTS

GEMT 2020 Q1 invoice

GEMT 2020 Q2 invoice

GEMT 2020 Q3 invoice



State of California—Health and Human Services Agency
Department of Health Care Services



WILL LIGHTBOURNE
 DIRECTOR

GAVIN NEWSOM
 GOVERNOR

**Ground Emergency Medical Transport (GEMT)
 Quality Assurance Fee (QAF) – Quarterly Payment
 Provider Invoice**

Provider Information:	Due Date: 1/1/2021
Name: CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT DHCS Account Number: GEM1316339609	Payment Details:
	Year: 2020 QTR: Q1 Invoice Number: GEM0121ZT6V Amount Due: \$ 624,197.50

Fiscal Year	Reporting Structure	Account	App Ref	Service Location
2019-20	4260KB0B	4129200	980	80005
Activity	Program	Alt Account	Fund	Project
	9990		3323	

Emergency Transport Type:	Quantity:
Medi-Cal Fee-for-Service	714
Medi-Cal Managed Care	4357
Medicare	6385
Other	2515
Dual Medicare/Medi-Cal	5354
Amount Due	= Sum of Total Transports x QAF Rate (\$32.30)
	= \$ 624,197.50

Payment Instructions:
<p>1. Please use the invoice number provided above to pay via Electronic Funds Transfer (http://dhcs.ca.gov/epay).</p> <p>OR</p> <p>2. Please submit this invoice and payment to: ATTN: GEMT QAF Accounting Section/Cashiers Unit, Mail Stop 1101 1501 Capitol Avenue P.O. Box 997415 Sacramento, CA 95899-7415</p>



State of California—Health and Human Services Agency
 Department of Health Care Services



WILL LIGHTBOURNE
 DIRECTOR

GAVIN NEWSOM
 GOVERNOR

**Ground Emergency Medical Transport (GEMT)
 Quality Assurance Fee (QAF) – Quarterly Payment
 Provider Invoice**

Provider Information:	Due Date: 2/1/2021
Name: CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT DHCS Account Number: GEM1316339609	Payment Details:
	Year: 2020 QTR: Q2 Invoice Number: GEM0221508B Amount Due: \$ 502,620.30

Fiscal Year	Reporting Structure	Account	App Ref	Service Location
2019-20	4260KB0B	4129200	980	80005
Activity	Program	Alt Account	Fund	Project
	9990		3323	

Emergency Transport Type:	Quantity:
Medi-Cal Fee-for-Service	592
Medi-Cal Managed Care	3326
Medicare	5055
Other	1783
Dual Medicare/Medi-Cal	4805
Amount Due	= Sum of Total Transports x QAF Rate (\$32.30)
	= \$ 502,620.30

Payment Instructions:
<p>1. Please use the invoice number provided above to pay via Electronic Funds Transfer (http://dhcs.ca.gov/epay).</p> <p>OR</p> <p>2. Please submit this invoice and payment to: ATTN: GEMT QAF Accounting Section/Cashiers Unit, Mail Stop 1101 1501 Capitol Avenue P.O. Box 997415 Sacramento, CA 95899-7415</p>



State of California—Health and Human Services Agency
Department of Health Care Services



WILL LIGHTBOURNE
 DIRECTOR

GAVIN NEWSOM
 GOVERNOR

**Ground Emergency Medical Transport (GEMT)
 Quality Assurance Fee (QAF) – Quarterly Payment
 Provider Invoice**

Provider Information:	Due Date: 3/1/2021
Name: CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT DHCS Account Number: GEM1316339609	Payment Details:
	Year: 2020 QTR: Q3 Invoice Number: GEM03218Z0S Amount Due: \$ 556,916.60

Fiscal Year	Reporting Structure	Account	App Ref	Service Location
2019-20	4260KB0B	4129200	980	80005
Activity	Program	Alt Account	Fund	Project
	9990		3323	

Emergency Transport Type:	Quantity:
Medi-Cal Fee-for-Service	525
Medi-Cal Managed Care	3496
Medicare	6023
Other	1804
Dual Medicare/Medi-Cal	5394
Amount Due	= Sum of Total Transports x QAF Rate (\$32.30)
	= \$ 556,916.60

Payment Instructions:
<p>1. Please use the invoice number provided above to pay via Electronic Funds Transfer (http://dhcs.ca.gov/epay).</p> <p>OR</p> <p>2. Please submit this invoice and payment to: ATTN: GEMT QAF Accounting Section/Cashiers Unit, Mail Stop 1101 1501 Capitol Avenue P.O. Box 997415 Sacramento, CA 95899-7415</p>



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: December 8, 2020

Subject: Purchase Order for Medical Equipment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute a purchase order with American Medical Response, in an amount not to exceed \$900,000, for the purchase of medical equipment for use in ambulance vehicles.

FISCAL IMPACT:

100% Ambulance Transport Fund: Budgeted in FY 2020-21

BACKGROUND:

On May 12, 2020, the Contra Costa County Fire Protect District Board of Directors authorized the Fire Chief to execute a contract extension to provide emergency ambulance service and an contract amendment and extension with American Medical Response as the subcontractor for the next five years. A component of this amendment is for the District to purchase the rolling stock for the next five-year term. As part of the requirement of the amendment, the District will purchase 20 ambulances. This purchase is to properly equip the new ambulances with gurneys, stair chairs, defibrillators, iPads, and associated equipment.

CONSEQUENCE OF NEGATIVE ACTION:

The District will not be able to properly equip new ambulances.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/08/2020** 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: December 8, 2020

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

Contact: Mike Quesada, Assistant
Chief 925-941-3300

By: June McHuen, Deputy

cc:



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: December 8, 2020

Subject: Service Agreement for Public Records Management Software

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a service agreement with GovQA, LLC, in an amount not to exceed \$20,000, for public records management software for the period December 15, 2020, through December 14, 2021.

FISCAL IMPACT:

100% CCCFPD General Operating Fund. Budgeted in FY 2020-21.

BACKGROUND:

GovQA's Public Records Request Management software is designed to handle Public Records Act (PRA) requests from start to finish for state and local government organizations.

The software service will integrate with the Contra Costa County Fire Protection District's existing website to provide for efficient and comprehensive PRA administrative management, reducing administrative burden, simplifying customer access to information and reducing liability.

It accomplishes these things by putting requests into a digitized workflow, deflecting requests that have already been answered or are answerable elsewhere, collecting

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/08/2020** 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: December 8, 2020

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

Contact: Steve Hill, Public Information
Officer 925-941-3300

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

detailed information requested and assembling proposed responses, facilitating redaction and eliminating the need to use inefficient paper, and digital media-based transfers of large amounts of data. It also contributes to efficient management of the PRA process by flagging and linking duplicate requests and reducing repetitive work currently being done in the District's paper-based, manual system.

The Service Agreement obligates each Party to fully indemnify and hold harmless the other for any and all costs, liabilities, losses, and expenses resulting from any claim, suit, action, or proceeding brought by any third party and arising out of such Party's performance of the Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

Currently, the District's manual PRA system can result in delays in answering the request, from requests being routed to the incorrect division, inefficient data transfers, or personnel duplicating work that has already been completed for other requests.