

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

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

MONICA NINO, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 655-2075
LEWIS T. BROSCARD III, FIRE CHIEF

To slow the spread of COVID-19, 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.

Meetings of the Board of Supervisors are closed-captioned in real time. Public comment generally will be limited to two minutes. Your patience is appreciated. A Spanish language interpreter is available to assist Spanish-speaking callers.

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 online at www.contracosta.ca.gov.

Special Meeting
AGENDA
June 22, 2021

Present: Director John Gioia; Director Candace Andersen; Director Diane Burgis; Director Karen Mitchoff;
Director Federal D. Glover
Staff Present: Monica Nino, County Administrator
Lewis Broschard, Fire Chief

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

Called to order at 5:12 p.m. Adjourned today's meeting at 5:54 p.m.

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.9 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Director or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

There were no items removed from consent for discussion.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

There were no requests to speak at public comment.

- D.3** CONSIDER adopting Resolution No. 2021/5, approving the side letter agreement between the Contra Costa County Fire District and the International Association of Firefighters, Local 1230 amending the parties' Memorandum of Understanding to allow supervisors of the Fire Control Worker Program to receive a temporary staff assignment differential, effective June 1, 2021, as recommended by the County Administrator.

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)

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

CONSENT ITEMS

- C. 1** APPROVE and AUTHORIZE the Fire Chief, or designee, to apply for and accept grant funding from the U. S. Department of Health and Human Services, Centers for Medicare & Medicaid Services, Emergency Triage, Treat, and Transport (ET3) Model Grant, in an amount not to exceed \$1,175,000, to establish a medical triage line for the period September 10, 2021, through September 9, 2023. (100% Federal)

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 issue a purchase order to Carahsoft Technology Corporation in an amount not to exceed \$10,000, and the Fire Chief, or designee, to enter into an agreement with Hootsuite Inc. for a social media platform tool for the term June 8, 2021 to June 7, 2022. (100% CCCFPD General Operating 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 contract with RJN, Inc. d/b/a H&N Enterprises in an amount not to exceed \$450,000, for the abatement of exterior fire hazards for the term June 22, 2021 to June 21, 2024. (100% CCCFPD General Operating Fund)

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

- C. 4** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an agreement terminating the Station 70 MOU with the City of San Pablo, Notice of Termination of Agreement, and Grant Deed to the City of San Pablo for the old Fire Station 70 property in San Pablo. (No fiscal impact)

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

- C. 5** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a land covenant with the City of San Pablo regarding stormwater facility operation and maintenance and right of entry at the Fire Station No. 70 property. (No fiscal impact)

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

- C. 6** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Mission Critical Partners, LLC, in an amount not to exceed \$251,120, for consulting services related to emergency dispatch communication systems planning, for the period July 1, 2021, through June 30, 2024. (100% CCCFPD EMS Transport Fund)

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

- C. 7** Contra Costa County Fire Protection District (7025): APPROVE Appropriation and Revenue Adjustment No.5056 authorizing new revenue in the amount of \$1,331,963 from Contra Costa County 2021 Lease Revenue Bonds and appropriating it in the CCCFPD Capital Construction Fund (7025) for the Fire Station 9 (Concord) and Fire Station 86 (Bay Point) construction projects and reallocating revenue from the Fire Station 9 and Fire Station 86 construction projects to the Fire Station 70 (San Pablo) construction project. (100% Contra Costa County 2021 Lease Revenue Bonds)

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

- C. 8** Contra Costa County Fire Protection District (7300): APPROVE Appropriation and Revenue Adjustment No. 5055 authorizing revenue in the amount of \$411,000 from CCCFPD General Operating Fund Balance and appropriating it in the Contra Costa County Fire Protection District (7300) for the purchase of two Type 5 wildland firefighting apparatus. (100% CCCFPD General Operating Fund Balance)

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

GENERAL INFORMATION

The Board meets in its capacity as the Board of Directors of the Contra Costa County Fire Protection District pursuant to Ordinance Code Section 24-2.402. Persons who wish to address the Board of Directors should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours. All matters listed under CONSENT ITEMS are considered by the Board of Directors to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board or a member of the public prior to the time the Commission votes on the motion to adopt. Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Directors can be submitted to the office of the Clerk of the Board via mail: Contra Costa County Fire Protection District Board of Directors, 1025 Escobar Street first floor, Martinez, CA 94553; by fax: 925-655-2006.

The District will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 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. Applications for personal subscriptions to the Board Agenda may be obtained by calling the Office of the Clerk of the Board, (925) 655-2000. The Board of Directors' agenda and meeting materials are available for inspection at least 96 hours prior to each meeting at the Office of the Clerk of the Board, 1025 Escobar Street, First floor, Martinez, California.

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www.co.contra-costa.ca.us

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, August 9, 2021 at 7:00 p.m. at their Administrative Office, 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

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

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

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

AB Assembly Bill

ABAG Association of Bay Area Governments

ACA Assembly Constitutional Amendment

ADA Americans with Disabilities Act of 1990

AFSCME American Federation of State County and Municipal Employees

ARRA American Recovery & Reinvestment Act of 2009

BAAQMD Bay Area Air Quality Management District

BART Bay Area Rapid Transit District

BayRICS Bay Area Regional Interoperable Communications System

BGO Better Government Ordinance

BOC Board of Commissioners

CALTRANS California Department of Transportation

CAER Community Awareness Emergency Response

CAL-EMA California Emergency Management Agency

CAO County Administrative Officer or Office
CCE Community Choice Energy
CBC California Building Code
CCCFPD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CFC California Fire Code
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer
COLA Cost of living adjustment
ConFire (CCCFPD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPF – California Professional Firefighters
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
EBMUD East Bay Municipal Utility District
ECCFPD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
et al. et alii (and others)
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
FTE Full Time Equivalent
FY Fiscal Year
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IAFF International Association of Firefighters
ICC International Code Council
IFC International Fire Code
Inc. Incorporated
IOC Internal Operations Committee
ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company

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



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
From: Monica Nino, County Administrator
Date: June 22, 2021

Subject: Pay Differential for Fire Control Worker Supervisors

RECOMMENDATION(S):

Adopt Resolution No. 2021/5, approving the side letter agreement between the Contra Costa County Fire District and the International Association of Firefighters, Local 1230 (IAFF, Local 1230) amending the parties' Memorandum of Understanding to allow supervisors of the Fire Control Worker Program to receive a temporary staff assignment differential, effective June 1, 2021.

FISCAL IMPACT:

Employees in this temporary assignment will be eligible to receive a pay differential of fifteen percent (15%) of their base pay for the applicable 40-hour work week. Actual cost will vary by use/assignment.

BACKGROUND:

The Contra Costa County Fire District established its Fire Control Worker Program in 2020. Under immediate supervision, the program utilizes Fire Control Worker employees to perform a variety of fire hazard mitigation activities. Such activities include identifying and eliminating fire hazards, educating the public, and responding to vegetation fires. Section 5.18 currently lists which classifications may provide the necessary supervision for the program. While serving in this temporary capacity, the expanded temporary assignment differential will provide these classifications with a fifteen percent (15%) differential in recognition of this responsibility.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ 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: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Alvan Mangalindan, Labor
Relations Analyst (925) 655-2072

By: June McHuen, Deputy

CONSEQUENCE OF NEGATIVE ACTION:

If the side letter is not approved, the MOU's temporary assignment differential will not be made available to supervisors of the District's Fire Control Worker Program.

AGENDA ATTACHMENTS

Resolution 2021/5

CCCFD-IAFF 1230 Side Letter

MINUTES ATTACHMENTS

Signed Resolution No. 2021/5

THE BOARD OF DIRECTORS OF THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Adopted this Resolution on 06/22/2021 by the following vote:

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

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2021/5

In The Matter Of: Amendments to the Memorandum of Understanding between the Contra Costa County Fire District and the International Association of Firefighters, Local 1230 (IAFF, Local 1230), for the period of July 1, 2020, through June 30, 2023.

The Contra Costa County Fire Protection District Board of Directors **RESOLVES THAT:**

Effective June 1, 2021, the attached Side Letter of Agreement dated May 7, 2021, between the Contra Costa County Fire District and the International Association of Firefighters, Local 1230, be **ADOPTED**.

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.

Contact: Alvan Mangalindan, Labor Relations Analyst
(925) 655-2072

ATTESTED: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

cc: Ann Elliot, Director of Human Resources, Haj Nahal, Assistant Auditor-Controller, Jackie Lorrekovich, Chief of Administrative Services

THE BOARD OF DIRECTORS OF THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Adopted this Resolution on 06/22/2021 by the following vote:

AYE: ☐ 5 ☐ **John Gioia**
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover

NO: ☒

ABSENT: ☒

ABSTAIN: ☒

RECUSE: ☒



Resolution No. 2021/5

In The Matter Of: Amendments to the Memorandum of Understanding between the Contra Costa County Fire District and the International Association of Firefighters, Local 1230 (IAFF, Local 1230), for the period of July 1, 2020, through June 30, 2023.

The Contra Costa County Fire Protection District Board of Directors **RESOLVES THAT:**

Effective June 1, 2021, the attached Side Letter of Agreement dated May 7, 2021, between the Contra Costa County Fire District and the International Association of Firefighters, Local 1230, be **ADOPTED**.

Contact: Alvan Mangalindan, Labor Relations Analyst
 (925) 655-2072

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: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June Pacheco, Deputy

cc: Ann Elliot, Director of Human Resources, Haj Nahal, Assistant Auditor-Controller, Jackie Lorrekovich, Chief of Administrative Services

**SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY FIRE DISTRICT
AND IAFF, LOCAL 1230**

This Side Letter is by and between the International Association of Firefighters (IAFF), Local 1230 ("Local 1230") and the Contra Costa County Fire Protection District ("District") and is effective on _____ following approval of the District Board of Directors.

This side letter amends the Memorandum of Understanding between the District and Local 1230 (July 1, 2020- June 30, 2023) to include Supervisors in the Fire Control Worker Program among employees eligible to receive a temporary staff assignment differential.

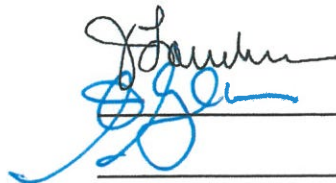
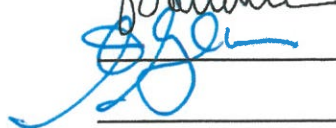
5.18 Temporary Staff Assignment Differential.

- A. Employees in the following 56-hour classifications: Firefighter (RPWA), Firefighter-Paramedic (RPWB), Fire Engineer (RPVC), Fire Captain (RPTA), Fire Engineer Paramedic (RPVF) or Fire Captain Paramedic (RPTH) who are placed in a corresponding 40-hour work week Temporary Staff Assignment, shall receive a pay differential in the amount of fifteen percent (15%) of base pay (excluding differentials) and will last for the duration of the 40-hour work week assignment.
- B. The District shall only utilize the 40-hour work week Temporary Staff Assignment differentials with employees who are serving the District in the following assignments ~~as Trainers—primarily associated with,~~
- a. Temporary Staff Assignment - the Firefighter Training Academy Trainer
- i. No more than four (4) such assignments shall exist at any one time.
- ii. Assignment to and removal from these Temporary Staff Assignments are at the discretion of the District.
- b. Temporary Staff Assignment – Fire Control Worker Program Supervisor
- i. No more than four (4) such assignments shall exist at any one time.
- ii. Assignment to and removal from these Temporary Staff Assignments are at the discretion of the District.
- C. The Temporary Staff Assignment differential excludes: those employees who do not meet the aforementioned criteria; the classification of Firefighter Recruit, Firefighter - Paramedic Recruit; employees regularly working a 40-hour work week; and those employees regularly working a 56-hour assignment who are working a light-duty schedule or are otherwise already temporarily working a 40-hour schedule.


The terms of this Side Letter will be incorporated into the next MOU between the District and Local 1230. Except as specifically amended or excluded by this Side Letter, all other terms and conditions of the MOU between the District and Local 1230 (July 1, 2020 - June 30, 2023) remain unchanged by this Side Letter.

Date: 5/7/21

Contra Costa County Fire District:
(Signature / Printed Name)

	/ Jackie Lorrekovich
	/ Alan Margaliner
_____	/ _____
_____	/ _____
_____	/ _____

IAFF, Local 1230:
(Signature / Printed Name)

	/ Vincent Wells
_____	/ _____
_____	/ _____
_____	/ _____
_____	/ _____

**SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY FIRE DISTRICT
AND IAFF, LOCAL 1230**

This Side Letter is by and between the International Association of Firefighters (IAFF), Local 1230 ("Local 1230") and the Contra Costa County Fire Protection District ("District") and is effective on _____ following approval of the District Board of Directors.

This side letter amends the Memorandum of Understanding between the District and Local 1230 (July 1, 2020- June 30, 2023) to include Supervisors in the Fire Control Worker Program among employees eligible to receive a temporary staff assignment differential.

5.18 Temporary Staff Assignment Differential.

- A. Employees in the following 56-hour classifications: Firefighter (RPWA), Firefighter-Paramedic (RPWB), Fire Engineer (RPVC), Fire Captain (RPTA), Fire Engineer Paramedic (RPVF) or Fire Captain Paramedic (RPTH) who are placed in a corresponding 40-hour work week Temporary Staff Assignment, shall receive a pay differential in the amount of fifteen percent (15%) of base pay (excluding differentials) and will last for the duration of the 40-hour work week assignment.
- B. The District shall only utilize the 40-hour work week Temporary Staff Assignment differentials with employees who are serving the District in the following assignments ~~as Trainers—primarily associated with.~~
- a. Temporary Staff Assignment - the Firefighter Training Academy Trainer**
- i.** No more than four (4) such assignments shall exist at any one time.
- ii.** Assignment to and removal from these Temporary Staff Assignments are at the discretion of the District.
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- i.** No more than four (4) such assignments shall exist at any one time.
- ii.** Assignment to and removal from these Temporary Staff Assignments are at the discretion of the District.
- C. The Temporary Staff Assignment differential excludes: those employees who do not meet the aforementioned criteria; the classification of Firefighter Recruit, Firefighter - Paramedic Recruit; employees regularly working a 40-hour work week; and those employees regularly working a 56-hour assignment who are working a light-duty schedule or are otherwise already temporarily working a 40-hour schedule.

The terms of this Side Letter will be incorporated into the next MOU between the District and Local 1230. Except as specifically amended or excluded by this Side Letter, all other terms and conditions of the MOU between the District and Local 1230 (July 1, 2020 - June 30, 2023) remain unchanged by this Side Letter.

Date: 5/7/21

Contra Costa County Fire District:
(Signature / Printed Name)

[Signature] / Jackie Lorrekovich

[Signature] / Aaron Margaliner

_____/_____

_____/_____

_____/_____

IAFF, Local 1230:

(Signature / Printed Name)

[Signature] / Vincent Wells

_____/_____

_____/_____

_____/_____

_____/_____



**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: June 22, 2021

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:

There is no impact relative to receiving this update.

BACKGROUND:

In the fall of 2020, we began a process to study the feasibility of annexing the Rodeo-Hercules Fire Protection District and the East Contra Costa Fire Protection District into the Contra Costa County Fire Protection District. This action is to receive an update on the preliminary findings of the study with a review of the steps taken to date and anticipated timelines for the remainder of the study moving forward.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ 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: June 22, 2021

Monica Nino, 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

PowerPoint
Presentation



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
FIRE • RESCUE • EMS

ANNEXATION FEASIBILITY STUDY PRELIMINARY FINDINGS

Contra Costa County Fire Protection District
East Contra Costa Fire Protection District
Rodeo-Hercules Fire Protection District

JUNE 22, 2021



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

FIRE • RESCUE • EMS

BACKGROUND

- The analysis from Phase I preliminarily determined that annexation of ECCFPD is feasible and viable for CCCFPD.
- Phase II of the study was authorized by CCCFPD, ECCFPD, and RHFPD. The intent is to conduct a study for a potential annexation of the East Contra Costa Fire Protection District (ECCFPD) and the Rodeo-Hercules Fire Protection District (RHFPD) into the Contra Costa County Fire Protection District (CCCFPD).
- Phase II is a comprehensive five (5) year forecast of financial, operational, and feasibility analysis of these annexations. Phase II includes Contra Costa County's Local Agency Formation Commission (LAFCO) Service and Sphere Review Requirements found in California Government Code sections 56430 and 56425.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

FIRE • RESCUE • EMS

TIMELINE

- Tentative Annexation Feasibility Schedule (Timeline subject to change and approval needed from the Board to advance to from Phase to Phase*)
- Phase I (CCCFPD and ECCFPD) 8/2020-12/2020 - **COMPLETED**
- Phase II Entire Process - 12/2020-7/2021
- Phase II Update - 5/18/2021 Board Meeting - **COMPLETED**
- Phase II Preliminary Findings – 6/22/2021 - **TODAY**
- Phase II Study Conclusion – 7/13/2021
 - Final Report - Findings, Data, Conclusion, and Recommendations
 - Potential action for resolutions to accept study and intent to approach LAFCO to continue with annexation process.
- Phase III LAFCO (Entire Process) 7/2021-3/2022*
- Phase IV Rodeo-Hercules and/or East Contra Costa Fire Boards dissolved sometime between 2/2022-7/2022* after all authority and real property transfers are complete.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

DECEMBER 2020 – JUNE 2021

Processes Completed:

- Project Initiation and Development of a Work Plan
- Procurement of Information and Data for All Organizations
- Review and Comparing Organization and Community Overview
- Review and Comparing Management Components
- Review Each Organizations Staffing and Personnel Management
- Review Each organizations Support Programs
- Review Each Organizations Capital Facilities and Assets
- Review Service Delivery and Performance – Resource Deployment
- Identifying Opportunities for Annexation
- Fiscal Analysis
- Stakeholder Input and Interviews
- Employee Surveys
- Drafting Final Report and Recommendations



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PRELIMINARY FINDINGS – OVERVIEW

- Contra Costa County Fire Protection District (CCCFPD) Specifics
- East Contra Costa Fire Protection District (ECCFPD) Specifics
- Rodeo-Hercules Fire Protection District (RHFPD) Specifics
- All Agencies (CCCFPD, ECCFPD, RHFPD)
- Other



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PRELIMINARY FINDINGS CCCFPD SPECIFIC

- CCCFPD is a large, well-funded all-risk fire department.
- CCCFPD has a stable and growing revenue stream.
- CCCFPD's processes for funding facility remodeling and new fire stations will streamline the process of improvements throughout the annexed service areas.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PRELIMINARY FINDINGS - ECCFPD SPECIFIC

- ECCFPD has previously experienced a significant reduction in funding due to an economic downturn, resulting in a decrease in staffing and the closure of fire stations.
- ECCFPD cannot meet the increased call load in the communities served with existing personnel and equipment levels without relying on mutual aid and automatic aid agencies.
- ECCFPD struggles to create a sustainable funding system that will provide adequate services and response times to serve the communities properly. ECCFPD is experiencing some level of revenue growth.
- ECCFPD is projected to receive over \$500,000 annually from development fee revenues.
- All existing ECCFPD personnel will be absorbed into CCCFPD. The potential annexations will not result in layoffs.
- The combined organization contemplates adding personnel for specific expansion of services in FY 21/22 with the re-opening of an unstaffed station (Oakley) and the staffing of a ladder company at an existing station (Brentwood).
- Annexation will result in the implementation of Advanced Life Support (Paramedic) level service on ECCFPD apparatus.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PRELIMINARY FINDINGS - RHFPD SPECIFIC

- RHFPD is a smaller district that has seen growth in property value but has experienced a projected (budgeted) decline in property tax revenues.
- Property tax revenues continue to be negatively impacted by the dissolution of redevelopment agencies and the continued property development within the City of Hercules Redevelopment Area. This impact will continue until 2025 when the recognized obligation payments of the redevelopment agency and its successor are extinguished.
- RHFPD cannot meet the increased call load in the communities served with existing personnel and equipment levels without relying on mutual aid and automatic aid agencies.
- RHFPD Measure O and the Benefit Assessment District funds will continue to be committed to funding services within the RHFPD service area.
- RHFPD and CCCFPD share battalion chief coverage in Battalion 7. RHFPD has minimal administrative support.
- All existing RHFPD personnel that desire to do so will be absorbed into CCCFPD. The potential annexations will not result in layoffs.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PRELIMINARY FINDINGS – ALL AGENCIES

- All three districts currently participate in a regional communications center. An opportunity exists to reduce operating and administrative costs through the proposed annexation while increasing service levels significantly.
- There are no deployment-related impediments to annexation.
- Combined projected recurring revenues are sufficient to provide for the combined projected recurring expenses and anticipated expansion of services in CCCFPD and ECCFPD through the fiscal projection period identified in the project scope of work (five years).
- Funding exists through existing reserves and future development fees, and other non-recurring revenue to provide for fire station construction, apparatus acquisition, and debt service on existing obligations on a combined basis through the fiscal projection period identified in the project scope of work.
- Annexation will enhance and standardize training throughout the area.
- Annexation is projected to result in cost savings due to combining technology infrastructure, fleet maintenance, and other administrative functions.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PRELIMINARY FINDINGS – ALL AGENCIES

- Command and Control of multi-company incidents will be improved as a result of annexation.
- Annexation will enhance and standardize public education outreach.
- Each fire district has a comprehensive and extensive training program; however, training emphasis was inconsistent between organizations.
- There appear to be minimal differences between the three organizations relating to specific fire prevention code enforcement.
- Combined projected reserve balances never fall below 35% (\$76,000,000) through the fiscal projection period identified in the project scope of work.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PRELIMINARY FINDINGS – OTHER

- On November 3, 2020, voters throughout the county approved Measure X authorizing an additional county-wide sales tax of 0.5% for 20 years. Per the measure's language, the intent was to support essential services, including emergency response and others.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT FIRE • RESCUE • EMS

PHASE II PRELIMINARY RESULTS

- As stated at the May 2021 update, and as of this presentation, there are still no indications that there are any financial, operational, or organizational findings that would prevent the recommendation in July to continue to move forward with the annexation process.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

FIRE • RESCUE • EMS

TIMELINE REVIEW

- Tentative Annexation Feasibility Schedule (Timeline subject to change and approval needed from the Board to advance to from Phase to Phase*)
- Phase I (CCCFPD and ECCFPD) 8/2020-12/2020 - **COMPLETED**
- Phase II Entire Process - 12/2020-7/2021*
- Phase II Update - 5/18/2021 Board Meeting - **COMPLETED**
- Phase II Preliminary Findings – 6/22/2021 - **TODAY**
- Phase II Study Conclusion – 7/13/2021
 - Final Report - Findings, Data, Conclusion, and Recommendations
 - Potential action for resolutions to accept study and intent to approach LAFCO to continue with annexation process
- Phase III LAFCO (Entire Process) 7/2021-3/2022*
- Phase IV Rodeo-Hercules and/or East Contra Costa Fire Boards dissolved sometime between 2/2022-7/2022* after all authority and real property transfers are complete.



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: June 22, 2021

Subject: Fire Chief's Report - June 22, 2021

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: **06/22/2021** ☒ 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: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

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

By: June McHuen, Deputy

cc:

ATTACHMENTS

Fire Chief's June
Report



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

June 22, 2021

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Fire Chief's Report

- Operations/Fire Weather Update. As part of ongoing efforts to increase seasonal fire staffing, we began staffing an additional Type 3 wildland engine with three personnel daily from June 1 through October 31. The engine will be housed at Fire Station 81 in Antioch as a second crew and identified as "Engine 300."
- Fireworks continue to present a significant challenge to the protection of life and property. Following the Board of Supervisors' approval of the new, strengthened fireworks ordinance on June 8, Con Fire hosted a joint law and fire media event designed to reinforce fireworks dangers and highlight enforcement efforts. District Attorney Diana Becton and several police agencies participated. The event was covered by every Bay Area television station, KCBS Radio, and several print outlets including the East Bay Times. Our public education efforts will continue through the Independence Day holiday weekend.
- On Memorial Day, a fireworks-caused fire in Antioch resulted in the destruction of eight apartments in two buildings and the displacement of some 40 residents. A swift and overwhelming response prevented the fire's spread to remaining complex buildings. Investigation revealed the fire was caused by a single pyrotechnic device thrown into grass behind the complex by a paroled felon who was also in possession of additional fireworks and a firearm. The suspect was arrested by Con Fire investigators and transported to Martinez Detention Facility by Antioch Police.
- Plans to deploy the new ladder truck at Fire Station 70 in San Pablo are moving ahead with an expected go-live date sometime in early July. This will replace the two-person EMS squad. Funding for two positions on the ladder truck will continue to be supported directly by the City of San Pablo through their sales tax measure.
- AB 389 Update. This bill passed the State Assembly earlier this month and now goes to a Senate subcommittee for a hearing. The bill would authorize a county to contract for emergency ambulance services with a fire protection district that is governed by the county's Board of Supervisors and provides those services, in whole or in part, through a written subcontract with a private ambulance service.

- Fire District Annexation Feasibility Study Update. After today's presentation outlining preliminary study findings, we expect to be able to schedule a presentation by contractor AP Triton of the final report at the July 13 Board meeting.
- COVID-19 Update. After a relatively quiet period, we experienced two exposures earlier this month. Fortunately, one of the three employees involved was fully vaccinated and was able to remain on duty. Two had not been vaccinated and exhibited symptoms. As a result, they were taken off duty and placed on leave. These exposures served as a reminder of the need for continued vigilance even as we move to greater normalcy.

As of this writing, we are monitoring the situation regarding changes to masking and other protective measures relative to COVID-19 and preparing to make changes, as necessary.

- Ambulance Transport Update. Emergency ambulance transports have almost returned to pre-pandemic levels and are currently at 95% of historical averages.
- Zonehaven Evacuation System Update. This important project, which will significantly improve fire and law agencies' ability to plan, organize and conduct evacuations across the County, continues to progress. Initial planning meetings are being scheduled with our city law partners and the software provider to establish particular evacuation zones and egress routes for neighborhoods.
- Fire Investigation Unit Update. Our fire investigators have made multiple arson arrests within the past four weeks which all involved exterior fires or grass fires being intentionally set. In addition, our investigators conducted a buy/bust of fireworks in the city of Pittsburg in early June. The original "buy" led them to two additional residences in the city of Pittsburg. Several thousand dollars' worth of fireworks were confiscated at each residence.
- The NuStar fire investigation report was made public and discussed at the May 25 Industrial Safety Committee of the Board of Supervisors. Other presentations have been requested for the CAER Safety Summit and the County Hazardous Materials Commission. I would like to thank the fire investigation unit, our fire prevention bureau, and the other agencies involved in this lengthy and complex investigation. The 500 plus page report is available on the District's website: <https://www.cccfpd.org/NuStar-Incident-Investigative-Report>.
- What fire season might look like in 2021 – see photo below.

This photo is from a recent fire on the former Delta View Golf Course in Pittsburg. Note the explosive nature of the tree/brush behind our dozer. This is what years of drought does to trees and brush – extremely low fuel moisture!





**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: June 22, 2021

Subject: Update on Fire Station Construction Projects - June 22, 2021

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: **06/22/2021** ☒ 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: June 22, 2021

Monica Nino, 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 - June
2021



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

June 22, 2021

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Update on Fire Station Construction Projects

- **Fire Station 9 – Pacheco**

The District is currently working with Capital Projects and environmental staff in order to update and modify the California Environmental Quality Act (CEQA) and some National Environmental Protection Act (NEPA) components based on the new, preferred location. The architect is also working to update the new schematic design. Following schematic design and environmental, we will move to construction drawings and formal FAA approval. We hope to achieve these milestones by the end of 2021.

- **Fire Station 86 – Bay Point**

Construction is progressing. The footings have been poured, and the concrete block walls are being constructed. In the coming weeks, the utilities under the building will be installed in preparation for the slab to be poured. The anticipated completion date remains December 2022.





**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: June 22, 2021

Subject: Emergency Triage, Treat, and Transport (ET3) Model Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to apply for and accept grant funding from the U. S. Department of Health and Human Services, Centers for Medicare & Medicaid Services, Emergency Triage, Treat, and Transport (ET3) Model Grant, in an amount not to exceed \$1,175,000, to establish a medical triage line for the period September 10, 2021, through September 9, 2023.

FISCAL IMPACT:

The District may receive up to \$1,175,000. The total funding available for the Pre-Implementation stage (year 1) will be up to \$700,000 and funding for the Implementation and Operation stage (year 2) will be up to \$475,000. There is no District match required.

BACKGROUND:

Currently, all 911 medical emergency calls result in an ambulance response. A Medical Triage Line funded through the Emergency Triage, Treat, and Transport (ET3) Model grant will allow the Contra Costa County Regional Fire Communications Center to redirect callers with non-emergency conditions to appropriate care alternatives. Medical Triage Line staff will assess caller

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 Karen Mitchoff, Director
 Federal D. Glover, Director

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ATTESTED: June 22, 2021

Monica Nino, 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)

concerns and may refer the individual to a community resource, the caller's usual source of care, or provide self-care instruction. Triage protocols will ensure triage appropriateness and safety.

Centers for Medicare & Medicaid Services (CMS) will award, through a competitive process, up to 40 cooperative agreements to support this initiative. The triage intervention will be tested over a two-year period, pending availability of funds. Award amounts will vary based on the needs demonstrated and population served by each applicant, with each individual award not to exceed \$1,175,000. The period of performance will be divided into two distinct stages, Pre-Implementation (year 1) and Implementation and Operation (year 2).



**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: June 22, 2021

Subject: Social Media Platform Tool

RECOMMENDATION(S):

APPROVE and AUTHORIZE (1) the Purchasing Agent to issue a purchase order to Carahsoft Technology Corporation in an amount not to exceed \$10,000, and (2) the Fire Chief, or designee, to enter into an agreement with Hootsuite Inc. for a social media platform tool for the term June 8, 2021 to June 7, 2022.

FISCAL IMPACT:

Budgeted; 100% Special District General Operating Fund

BACKGROUND:

The Contra Costa County Fire Protection District (District) provides information to the public using various social media platforms. HootSuite at Carahsoft is a social media management tool that allows users to schedule and post updates to Facebook, Twitter, LinkedIn, Instagram, WordPress, and other platforms. The tool allows users to post the same information across multiple profiles and to post text, links, photos, videos, and other media directly to social profiles through the HootSuite dashboard. Posts can be scheduled so that they are automatically posted at specific times rather than doing them all manually. Hootsuite allows assignment of individual user names,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ 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: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Steve Hill, Comm & Media
Relations Coord. 925-941-3300

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

passwords, and permissions. The tool has a dedicated section for creating analytical reports and click summaries. Using the tool will allow the District to improve productivity, audience engagement, team collaboration, and security.

The agreement states that the laws of New York will govern any dispute or claim. The exclusive means of resolving any kind of dispute will be by confidential, binding arbitration before a single arbitrator chosen by the District and Hootsuite. The agreement requires the District to indemnify Hootsuite from and against all losses, damages, penalties, liability and costs related to: (a) District content or submitted content; (b) breach of the agreement or any laws; or (c) use of the services.



**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: June 22, 2021

Subject: Service Contract for Abatement of Exterior Fire Hazards

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with RJN, Inc. d/b/a H&N Enterprises in an amount not to exceed \$450,000, for the abatement of exterior fire hazards for the term June 22, 2021 to June 21, 2024.

FISCAL IMPACT:

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

BACKGROUND:

The Contra Costa County Fire Protection District (District) provides exterior fire hazard control of properties within its service area. This includes abatement of weeds, refuse, rubbish, or other fire hazard conditions in accordance with Section 321 of District Ordinance No. 2019-37 and the California Health and Safety Code. The District pays a contractor for the cost of abatement and then recuperates that cost from the property owner.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ 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

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ATTESTED: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Chris Bachman, Assistant Fire
 Chief/Fire Marshal, 925-941-3300

By: June McHuen, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District will not have a service provider to perform exterior fire hazard control of properties within its service area.



**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: June 22, 2021

Subject: Fire Station 70 (San Pablo) Termination of MOU and Grant Deed

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an agreement terminating the Station 70 MOU with the City of San Pablo upon satisfaction of all conditions precedent, Notice of Termination of Agreement, and Grant Deed to the City of San Pablo for the old Fire Station 70 property in San Pablo.

FISCAL IMPACT:

This action allows the Contra Costa County Fire Protection District (District) to collect a final payment from the City of San Pablo associated with this final step of the project. There are no new fiscal impacts associated with this step.

BACKGROUND:

On May 9, 2017, the Board of Directors authorized the execution of a Memorandum of Understanding (MOU) for the relocation and building of Fire Station 70 in San Pablo. Since that time, the station has been fully constructed and the crews are now responding to emergency calls from the new station. The final steps in this project are to: 1) execute the termination of the MOU, and 2) transfer the legal ownership of the former Fire Station 70 site to the City of San Pablo according to the terms and conditions as contained in the MOU. This proposed action allows the Fire Chief or designee to execute those documents and finalize and close this multi-year effort and partnership with the City of San Pablo.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

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ATTESTED: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Aaron McAlister,
 925-383-5003

By: June McHuen, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District would be out of compliance with the terms and conditions of the Memorandum of Understanding.



**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: June 22, 2021

Subject: FS70 (San Pablo) Land Covenant for Stormwater Management Facilities Operation and Maintenance Agreement, and Right of Entry with the City of San Pablo

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an agreement with the City of San Pablo regarding stormwater facility operation and maintenance and right of entry at the Fire Station No. 70 property located at 1800 23rd Street, San Pablo, California.

FISCAL IMPACT:

There is no fiscal impact associated with this action. The Contra Costa County Fire Protection District (District) will incur ongoing maintenance costs associated with stormwater on the Fire Station 70 site.

BACKGROUND:

The Fire Station 70 (San Pablo) relocation project is in its final phases. The station is open and 911 calls are being dispatched from the new facility. The new station includes stormwater discharge facilities that will require future maintenance and inspection by the City of San Pablo. Staff has worked with the City of San Pablo to develop this covenant in connection with the overall construction project and in compliance with the conditions of approval. The recording of this covenant is a final step in compliance with these regulations.

CONSEQUENCE OF NEGATIVE ACTION:

The District would be in violation of the terms and conditions of the building/development permit.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
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ATTESTED: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

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

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: June 22, 2021

Subject: Contract for Emergency Dispatch Communication Systems Planning

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Mission Critical Partners, LLC, in an amount not to exceed \$251,120, for consulting services related to emergency dispatch communication systems planning, for the period July 1, 2021, through June 30, 2024.

FISCAL IMPACT:

100% CCCFPD EMS Transport Fund. Funds are currently not budgeted for this project. Funds will be budgeted for this capital construction project from CCCFPD EMS Transport Fund reserves in FY 2021-22 via a revenue and expenditure adjustment and in FY 2022-23 and thereafter through the standard recommended budget process.

BACKGROUND:

The Contra Costa Regional Fire Communications Center (CCRFCC) located at 2010 Geary Road in Pleasant Hill operates the 911 secondary Public Safety Answering Point (PSAP) dispatch system for nearly all emergency fire, EMS, and rescue calls for service Countywide. CCRFCC dispatches fire and ambulance first responders to nearly 141,000 emergencies annually. CCRFCC is staffed by 18 Fire Dispatchers and 12 EMS Dispatchers on three rotating 24-hour shifts. The facility

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
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ATTESTED: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jeff Peter, Assistant Chief,
 925-941-3300

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

encompasses 14 dispatch consoles, offices, server rooms, dorms, bathrooms and a kitchen. The current dispatch center has served the community well, but it needs to be rebuilt to improve functionality, space and better leverage new technologies and equipment.

The Contra Costa County Fire Protection District (District) moved its administrative offices from 2010 Geary Road in Pleasant Hill to a new location in Concord. The District plans to complete a major renovation of the old administrative facility at 2010 Geary Road in Pleasant Hill to house the CCRFCC dispatch center to modernize the facility and allow for future contracted agency and call for service growth.

Contractor is a consulting firm with extensive experience in emergency dispatch communication systems, including wireless communications, technology, networks and 911, and facilities and operations. Contractor will advise the District and coordinate with the architect and construction management team on technical aspects for the project such as connectivity, building systems, workstation furniture installation, geographic information systems, logging recorder installation, audio/visual technology and data equipment relocation.



**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: June 22, 2021

Subject: Appropriation and Revenue Adjustment - Fire Station Construction Projects

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No. 5056 authorizing new revenue in the amount of \$1,331,963 from Contra Costa County 2021 Lease Revenue Bonds and appropriating it in the CCCFPD Capital Construction Fund (7025) for the Fire Station 9 (Concord) and Fire Station 86 (Bay Point) construction projects and reallocating revenue from the Fire Station 9 and Fire Station 86 construction projects to the Fire Station 70 (San Pablo) construction project.

FISCAL IMPACT:

Authorizes \$1,331,963 in new revenue from 2021 lease revenue bonds and appropriates it for capital construction costs.

BACKGROUND:

In 2021 Contra Costa County (County) issued lease revenue bonds that incorporated projects for the County, the Airport, and the Contra Costa County Fire Protection District (District). For the District, bond revenue is approved for new fire station construction projects, specifically Fire Station 9 in Pacheco/Concord and Fire Station 86 in Bay Point. The District has received its first disbursement from the 2021 lease revenue bonds. This action authorizes the new revenue

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
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 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: June 22, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

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

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

and appropriates it to the Fire Station 86 project. Additionally, since funds had been budgeted (from fund balance) for Fire Station 9 and Fire Station 86 in the District's FY 2020-21 preliminary recommended budget, this action also reallocates funding from the Fire Station 9 and 86 projects (which are reimbursable through bond revenue) to the Fire Station 70 project, which was intended to be funded by District general fund balance and reimbursements from the City of San Pablo.

CONSEQUENCE OF NEGATIVE ACTION:

The District will not have adequate budget appropriations to cover FY 2020-21 project expenditure.

AGENDA ATTACHMENTS

TC24/27 AP005056

MINUTES ATTACHMENTS

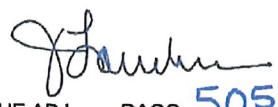
Signed Appropriation Adjustment 5056

**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 type="checkbox"/>	COUNTY ADMINISTRATOR
<input type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
7025	9951	Reimbursements - Gov/Gov	1,331,863.00	
TOTALS			1,331,863.00	0.00

AUDITOR-CONTROLLER
2021 JUN 14 A 11:42

<p align="center">APPROVED</p> <p>AUDITOR – CONTROLLER</p> <p>By: <u>[Signature]</u> Date <u>6-15-21</u></p> <p>COUNTY ADMINISTRATOR</p> <p>By: <u>[Signature]</u> Date <u>6-16-21</u></p> <p>BOARD OF SUPERVISORS</p> <p>YES:</p> <p>NO:</p> <p>By: _____ Date _____</p>	<p>EXPLANATION OF REQUEST</p> <p>To authorize new revenue from Contra Costa County 2021 Lease Revenue Bonds for Fire Station 86 (Bay Point) and Fire Station 9 (Concord) capital construction projects.</p> <p>PREPARED BY: Jackie Lorrekovich TITLE: Chief of Administrative Services DATE: 6/10/2021</p> <p align="right">  REVENUE ADJ. JOURNAL NO. RAOO <u>5056</u> </p>
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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
7025	4704	FS70-NEW FIRE STATION SP		754,389.00
7025	4705	FS9-NEW FIRE STN CONCORD	476,873.00	
7025	4706	FS86-NEW FIRE STN BAY PNT		1,054,347.00
			476,873.00	1,808,736.00

AUDITOR-CONTROLLER
 2021 JUN 14 A 11:42

<p style="text-align: center;">APPROVED</p> <p>AUDITOR – CONTROLLER By: <u></u> Date <u>6-15-21</u></p> <p>COUNTY ADMINISTRATOR By: <u></u> Date <u>6-16-21</u></p> <p>BOARD OF SUPERVISORS YES: NO:</p> <p>By: _____ Date _____</p>	<p>EXPLANATION OF REQUEST</p> <p>To appropriate new revenue to the Fire Station 86 (Bay Point) capital construction project. To reallocate revenue for the Fire Station 9 (Concord) (adjusted for bond revenue) and Fire Station 70 (San Pablo) projects.</p> <p style="text-align: right; margin-top: 100px;"> PREPARED BY: Jackie Lorrekovich TITLE: Chief of Administrative Services DATE: 6/10/2021 </p> <p style="text-align: right; margin-top: 20px;"> APPROPRIATION <u>APOO</u> ADJ. JOURNAL NO. <u>5056</u> </p>
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☐ AUDITOR-CONTROLLER(M 129 Rev. 6/09 CAO)

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**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
7025	4704	FS70-NEW FIRE STATION SP		754,389.00
7025	4705	FS9-NEW FIRE STN CONCORD	476,873.00	
7025	4706	FS86-NEW FIRE STN BAY PNT		1,054,347.00
			476,873.00	1,808,736.00

AUDITOR-CONTROLLER
 2021 JUN 14 AM 11:42

APPROVED

AUDITOR – CONTROLLER

By: [Signature] Date 6-15-21

COUNTY ADMINISTRATOR

By: [Signature] Date 6-16-21

BOARD OF SUPERVISORS

YES: Gioia, Andersen, Burgis, Mitchoff, Glover
NO: None

By: [Signature] Date 06-22-2021

EXPLANATION OF REQUEST

To appropriate new revenue to the Fire Station 86 (Bay Point) capital construction project. To reallocate revenue for the Fire Station 9 (Concord) (adjusted for bond revenue) and Fire Station 70 (San Pablo) projects.

PREPARED BY: Jackie Lorrekovich
 TITLE: Chief of Administrative Services
 DATE: 6/10/2021

[Signature]

APPROPRIATION APOO **5056**
 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: June 22, 2021

Subject: Appropriation and Revenue Adjustment - Type 5 Wildland Apparatus

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No. 5055 authorizing revenue in the amount of \$411,000 from CCCFPD General Operating Fund Balance and appropriating it in the Contra Costa County Fire Protection District (7300) for the purchase of two Type 5 wildland firefighting apparatus.

FISCAL IMPACT:

100% CCCFPD General Operating Fund Balance.

BACKGROUND:

The Contra Costa County Fire Protection District (District) is charged with fighting wildland fires as part of its primary mission of providing fire protection. The apparatus used for fighting wildland fires is specialized and requires a configuration and specifications not common to the typical municipal fire department pumper. The apparatus used for fighting wildland fires require four-wheel drive, a short wheel base, the ability to carry a supply of specialized wildland firefighting equipment, and interior seating capacity for up to four firefighters.

Type 5 engines have a lower center of gravity and lower overall profile enabling the vehicle to access areas otherwise not accessible. They have

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/22/2021** ☒ 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: June 22, 2021

, County Administrator and Clerk of the Board of Supervisors

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

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

a lower GVW and may be able to access areas heavy vehicles cannot. They have a 400 gallon water tank, a 40 gallon foam tank and a 175 gallon per minute pump.

The District has an increased threat of wildland urban interface fires during drought conditions. The acquisition of two engines will have a positive impact on District operations and public safety. Investing in our wildland fleet will allow the District to have modern, more reliable equipment available for fires that occur in the wildland urban interface areas.

AGENDA ATTACHMENTS

TC24/27 AP005055

MINUTES ATTACHMENTS

Signed Appropriation Adjustment 5055

**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 type="checkbox"/>	COUNTY ADMINISTRATOR
<input type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: Contra Costa County Fire Protection District		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
7300	8981	Fund Balance	411,000.00	
TOTALS			411,000.00	0.00

<p align="center">APPROVED</p> <p>AUDITOR – CONTROLLER</p> <p>By: <u></u> Date <u>6-15-21</u></p> <p>COUNTY ADMINISTRATOR</p> <p>By: <u></u> Date <u>6-16-21</u></p> <p>BOARD OF SUPERVISORS</p> <p>YES:</p> <p>NO:</p> <p>By: _____ Date _____</p>	<p>EXPLANATION OF REQUEST</p> <p>To appropriate revenue from the CCCFPD general fund balance for the purchase of two Type 5 wildland firefighting vehicles.</p> <p align="right"></p> <p>PREPARED BY: Jackie Lorrekovich TITLE: Chief of Administrative Services DATE: 6/7/2021</p> <p>REVENUE ADJ. JOURNAL NO. _____ RAOO <u>5055</u></p>
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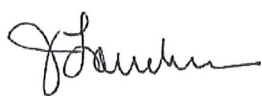
CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27

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		411,000.00
				411,000.00

<p style="text-align: center;">APPROVED</p> <p>AUDITOR – CONTROLLER</p> <p>By: <u></u> Date <u>6-15-21</u></p> <p>COUNTY ADMINISTRATOR</p> <p>By: <u></u> Date <u>6-16-21</u></p> <p>BOARD OF SUPERVISORS</p> <p>YES:</p> <p>NO:</p> <p>By: _____ Date _____</p>	<p>EXPLANATION OF REQUEST</p> <p>To appropriate funds for the acquisition of two Type 5 wildland firefighting apparatus.</p> <p style="text-align: right;"></p> <p>PREPARED BY: <u>Jackie Lorrekovich</u> TITLE: <u>Chief of Administrative Services</u> DATE: <u>6/7/2021</u></p> <p style="text-align: right;">APPROPRIATION <u>APOO</u> 5055 ADJ. JOURNAL NO.</p>
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**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		411,000.00
				411,000.00

<p align="center">APPROVED</p> <p>AUDITOR – CONTROLLER By: <u>[Signature]</u> Date <u>6-15-21</u></p> <p>COUNTY ADMINISTRATOR By: <u>[Signature]</u> Date <u>6-16-21</u></p> <p>BOARD OF SUPERVISORS YES: Gioia, Andersen, Burgis, Mitchoff, Glover NO: None</p> <p>By: <u>[Signature]</u> Date <u>06-22-2021</u> June McHuen, Deputy Clerk</p>	<p>EXPLANATION OF REQUEST</p> <p>To appropriate funds for the acquisition of two Type 5 wildland firefighting apparatus.</p> <p align="right"><u>[Signature]</u></p> <p>PREPARED BY: <u>Jackie Lorrekovich</u> TITLE: <u>Chief of Administrative Services</u> DATE: <u>6/7/2021</u></p> <p align="right">APPROPRIATION <u>APOO 5055</u> ADJ. JOURNAL NO.</p>
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