

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 meeting will be accessible via television and live-streaming to all members of the public as permitted by Government Code section 54953(e). 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](http://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. Access via Zoom is also available via the following link: <https://ems8.intellor.com/join/g79lr3HaJU>. To indicate you wish to speak on an agenda item, please "raise your hand" in the Zoom app.

Meetings of the Board 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](http://www.contracosta.ca.gov).

**ANNOTATED AGENDA & MINUTES**  
**November 9, 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.

**Convened today's meeting at 3:30 p.m.**

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

**DISCUSSION ITEMS**

D. 1 CONSIDER Consent Items previously removed.

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

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

**There were no requests to speak at public comment.**

**D.3** CONSIDER accepting a report from the Fire Chief providing a status summary for Contra Costa County Fire Protection District fire station construction projects. (Lewis T. Broschard III, Fire Chief)

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

**D.4** CONSIDER accepting a 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

**CONSENT ITEMS**

**C.1** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an agreement with California Governor's Office of Emergency Services for the period October 1, 2021, through June 30, 2024 for reimbursement of costs for regional hazardous materials response training in an amount not to exceed \$100,000. (100% State)

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](http://www.co.contra-costa.ca.us)

## **ADVISORY COMMISSION**

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, December 13, 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: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
Date: November 9, 2021

Subject: Update on Fire Station Construction Projects - November 9, 2021

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**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.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **11/09/2021**  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: November 9, 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 - November  
2021





## CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

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November 9, 2021

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Update on Fire Station Construction Projects

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- **Fire Station 86 – Bay Point**

The building, including the roof, is completely framed. This was completed just in time for the rainy season. Exterior stucco preparation is in progress and soon work will begin on the interior of the building. The anticipated completion date remains December 2022.



- **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 a few National Environmental Protection Act (NEPA) components based on the new and preferred location. The architect has completed a new schematic design. Following completion of environmental analysis, we will move to construction drawings and formal FAA approval. We intend to achieve these milestones by the end of 2021.



**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: November 9, 2021

Subject: Fire Chief's Report - November 9, 2021

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**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.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **11/09/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

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ATTESTED: November 9, 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 November  
Report



## CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

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November 9, 2021

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Fire Chief's Report

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- Annexation Update. With approval of annexation resolutions by both our Fire Board and the East Contra Costa Fire Protection District board of directors in September, we began in earnest to implement the planning processes that will support the merger of the two organizations. We are following the Incident Command System for this complex undertaking and have developed a comprehensive Incident Action Plan to guide our collective activities. While we begin to address the administrative, logistical, and financial actions needed to complete the annexation process, application to the Contra Costa Local Agency Formation Commission (LAFCO) for annexation approval was made, and we have been informed a hearing is likely to occur in January or February. We conducted our first all-employee webinar late last month and implemented a series of scheduled communications and webinars designed to educate and inform our members on the progress of the annexation efforts.
- Future Fire Stations Update. The District received the keys to Fire Station 4 from the City of Walnut Creek at the beginning of the month, and we are assessing needed upgrades to return it to operational status after years of closure. We are planning on a July 2022 reopening date.

We have also entered into preliminary discussions with Lafayette on replacement timing for Stations 15 and 17. This is driven, in part, by the need for a ladder truck in Lafayette and a station that will physically accommodate it.

- EMS Update. Annual flu vaccines were offered to all employees in multiple sessions in October. In addition to administering flu vaccines, we used these sessions to review their continuing education course status.

We continue working with the LEMSA to gain permission to utilize Basic Life Support (BLS) ambulances as augmentation to Advanced Life Support (ALS) units currently deployed. This would provide much needed additional transport capacity to our current delivery model which continues to be strained due to high call volume and staffing issues at the paramedic rank.

Con Fire has purchased ballistic protection for Alliance ambulance crews. Delivery and deployment of this important protective equipment is expected in late November.

The annual LEMSA audit of our ambulance operations is underway with expected completion of the report provided to the LEMSA by mid-November.

- Logistics Update. In October, we acquired two surplus emergency generators and two skid steers along with other valuable federal government surplus equipment. Several of our apparatus orders have been delayed into December. We have attempted to hire additional mechanics for our apparatus shop, but have been unsuccessful due to the current compensation structure of our Mechanic positions relative to both private and public sector employers.



Fire Station 86 construction is progressing well with walls up and roof on ahead of the early rains in October. Project continues on schedule and is on track for completion in spring 2023.

- Communications Update. Our dispatch center remodel project continues in the design phase and assessment of inherent challenges of using an existing building along with functional needs of the center into the future.

The Fire Communications Manager recruitment continues with interviews tentatively set for the second week of November. The Information Systems Technician II and Fire Dispatcher recruitments were opened in late September and late October, respectively. Fire Dispatcher Gerard Heidkamp was promoted to Senior Fire Dispatcher effective October 2, 2021, filling a vacancy due to a retirement.

The District is in the final stages of a successful major transition to the Google Workspace platform. This project moved all employees from Microsoft Office to Gmail, Google Calendar, and other related Workspace tools. The transition was a massive undertaking over the course of several weeks and was effected with minimal disruption to operations. It is interesting to note that 586 end users were migrated to include multiple training sessions and the transfer of 6.34 terabytes of data. The District is now beginning to enjoy the many communications and functionality upgrades the new Google Workspace provides.

Communications Division staff have embarked on a test project to establish LAN connections for operational mobile data computers (MDCs) in all apparatus to provide more consistent and reliable connectivity between the Computer-Aided Dispatch (CAD) system and all fire resources in the field.

- Fire Prevention Update. The communities of Clayton, Lafayette, Pleasant Hill, and Walnut Creek, including Rossmoor, have all gone live in the Zonehaven digital evacuation tool project. Unincorporated areas are being worked on currently.

Evacuation plans for a major evacuation of Rossmoor have been reviewed, and preplanning work has resulted in significant improvements based on work with Rossmoor public safety and Walnut Creek police.

The Diablo energy storage project in Pittsburg, which presents specialized hazards and training needs for firefighters, is being closely monitored and a training program for fire responses has been developed in conjunction with the developer. First responder training was completed earlier this month as a prerequisite for startup of the facility. Commissioning of the project is expected to occur soon.

- Operations/Fire Weather Update. With the arrival of early rains in late October, we were able to reduce our response profile to reported vegetation fires earlier than in recent years. The weather allowed us to take advantage of a few remaining weeks of our seasonal hand crew availability to turn their attention to future wildfire risk mitigation. Partnering with County Public Works, for unincorporated areas, and city public works departments, Crew 12 spent the last several weeks clearing vegetation along likely wildfire evacuation routes and reducing the fuel load on public land in high threat zones in El Sobrante, East Richmond Heights, Morgan Territory, Lafayette, and Martinez.



Staffing in the Emergency Operations Division has been impacted by higher than normal levels of vacancies due to injuries throughout the summer. Like many local fire agencies throughout the state, our responses and commitment to statewide mutual aid was reduced this summer. We did send two engines and a team leader to assist with the Caldor fire that endangered South Lake Tahoe; deployed one member briefly to a FEMA rescue task force responding to the hurricane in Louisiana; and also provided several overhead management resources to fill state positions at multiple incidents throughout California. More recently, we briefly deployed a water rescue team to El Dorado County in support of FEMA Task Force 4.

To aid in our strategy to improve staffing levels, we opened lateral firefighter and firefighter-paramedic recruitments in September. This academy (Academy 57) is planned for spring 2022 and would consist of 30 firefighters. These positions are necessary to maintain critical staffing capacity heading into next year's peak fire season and to provide for additional personnel to reopen closed fire stations in 2022.

- Training Update. Last month, Con Fire's recruit academy was reaccredited as a State Certified Firefighter Academy by the Board of California Fire Services. Con

Fire is among only 25 departments in the state to hold this distinction. The reaccreditation process, led by Captain Jesse Ingram, involved a detailed self-assessment, site inspections, and a presentation to the Statewide Training and Education Advisory Committee.

Academy 56 recruits began their training on October 18. Twenty-eight recruits, consisting of 11 firefighter-paramedic recruits and 17 firefighter-EMT recruits, were ushered into their academy experience with a family night and orientation the week prior. Graduation is scheduled for early March 2022. These recruits will assist the District in gaining ground on our current staffing shortfalls, filling vacancies as a result of retirements, and providing necessary personnel to begin the process of reopening fire stations in 2022.

- Legislative Update. In early October, AB389 was signed into law by Governor Newsom. AB389 provides clarity to the “Alliance” model of subcontracting for emergency ambulance services as being a legal and approved method for a county to consider for serving their communities. Additional components of the final legislation provide for necessary elements in emergency ambulance RFP processes. The bill was carried with significant support by Assemblymember Tim Grayson. The California Professional Firefighters Association and the California Fire Chiefs Association also provided much needed support for our efforts in making AB389 a success.





**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: November 9, 2021

Subject: Regional Hazardous Materials Response Training Reimbursement Agreement

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an agreement with California Governor's Office of Emergency Services for the period October 1, 2021, through June 30, 2024 for reimbursement of regional hazardous materials response training in an amount not to exceed \$100,000.

**FISCAL IMPACT:**

The District may be reimbursed up to \$100,000 for costs associated with hazardous materials response training.

**BACKGROUND:**

Select Contra Costa County Fire Protection District (District) firefighters are trained to staff the California Governor's Office of Emergency Services (Cal OES) Type II Haz Mat Response Team. The Team assists the District with responses to hazardous materials releases within the State of California.

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

Action of Board On: **11/09/2021**  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: November 9, 2021

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

Contact: Charles Stark, Assistant Chief, 925-941-3300

By: June McHuen, Deputy

cc:



BACKGROUND: (CONT'D)

The agreement will provide reimbursement for hazardous materials response team members to attend hazardous materials training. It also includes reimbursement of annual physicals, backfill, overtime, travel, lodging, and per diem costs for attending the training. Moreover, it includes reimbursement to attend and complete several associated courses (certified Hazmat Technician A thru D, Hazmat Specialist F & G, Assistant Safety Officer (ASO), Hazardous Materials Continuing Challenge Workshop, Terrorism for the Hazardous Materials Technician/Specialist, Hazardous Materials Incident Commander (HMIC), Hazardous Materials Refresher, Rail Car, Terrorism / Weapons of Mass Destruction (WMD)).

CONSEQUENCE OF NEGATIVE ACTION:

The District will be unable to receive reimbursement for costs associated with hazardous materials training.