

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

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

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

As permitted by Government Code section 54953 (e), and in accordance with the County Public Health Officer's recommendations for virtual meetings and social distancing, Board members may participate in the meeting remotely. The Board meeting will be accessible in-person, via television, and via live-streaming to all members of the public. 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 on the agenda may comment in person or may call in during the meeting by dialing **888-278-0254** followed by the access code **843298#**. A caller should indicate they wish to speak on an agenda item, by pushing "#2" on their phone. Access via Zoom is also available using the following link: <https://ccccounty-us.zoom.us/j/87344719204>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. To provide contact information, please contact Clerk of the Board at clerkoftheboard@cob.cccounty.us or call 925-655-2000.

Meetings of the Board are closed-captioned in real time. Public comment generally will be limited to two minutes. The Board Chair may adjust the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day. Your patience is appreciated. A Spanish language interpreter is available to assist Spanish-speaking commenters.

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.

ANNOTATED AGENDA & MINUTES
November 8, 2022

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.

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.6 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 accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (Lewis Broschard, Fire Chief)

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

- D.2** CONSIDER accepting a report from the Deputy Fire Chief providing a status summary for Contra Costa County Fire Protection District fire station construction projects. (Aaron J. McAlister, Deputy Fire Chief)

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

D. 3 CONSIDER Consent Items previously removed.

There were no consent items removed for discussion.

D. 4 PUBLIC COMMENT (2 Minutes/Speaker)

There were no requests to speak at public comment.

CONSENT ITEMS

- C.1** ADOPT Resolution No. 2022/14 in honor of Advisory Fire Commissioner Richard "Tom" Chapman as he retires from the Contra Costa County Fire Protection District Advisory Fire Commission, as recommended by the Fire Chief. (No fiscal impact) (Lewis Broschard, Fire Chief)

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

- C.2** APPROVE amended bylaws for the Advisory Fire Commission, including revised procedures for establishing Commission committees, as recommended by the Fire Chief. (No fiscal impact)

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 an Automatic Aid Agreement for Exchange of Fire Protection Services with San Ramon Valley Fire Protection District. (No fiscal impact)

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

- C.4** ADOPT Position Adjustment Resolution No. 26063 to add 16 positions as listed in Attachment A pursuant to the Agreement between the Contra Costa County Fire Protection District and the City of Pinole for Fire Protection Services effective January 1, 2023. (73% City of Pinole, 27% Measure X)

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 contract amendment with REACH Air Medical Services LLC, for emergency medical services clinical education, to extend the termination date from December 31, 2022 to December 31, 2025, and to increase the payment limit by \$300,000 to a new payment limit of \$1,000,000. (100% CCCFPD EMS Transport Fund)

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 apply for grant funding from the 2022 CAL FIRE County Coordinator Statewide Grant Program for an amount of \$175,000. (No fiscal impact)

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 or to clerkoftheboard@cob.cccounty.us.

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.

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.

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

www.co.contra-costa.ca.us

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, December 12, 2022, 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 8, 2022

Subject: Fire Chief's Report - November 8, 2022

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (No fiscal impact)

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.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not receive the most up to date information regarding ongoing Fire District activities and initiatives.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 11/08/2022 ☒ 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 8, 2022

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 October
Report




CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

November 8, 2022

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Fire Chief's Report

- Contra Costa Regional Fire Communications Center Accreditation Update. Late last month, the International Academies of Emergency Dispatch® conveyed to the CCRFCC that it has been approved as an Emergency Medical Dispatch Center of Excellence. The CCRFCC now has the distinguished honor of being the 311th Emergency Medical Dispatch Accredited Center in the world. Accreditation is the highest distinction given to emergency communication centers, exemplifying our staff and communities' commitment to rigorous quality processes and continuous improvement. This tremendous accomplishment comes as a result of long and hard work by our entire Communications Division staff, most particularly our skilled and professional dispatchers. We expect this recognition to allow us to provide enhancements to our emergency ambulance deployment resulting in improved resource reliability to the public.
- 
- Operations Update. In spite of the welcome reprieve from more typical fire weather, fall has been an exceptionally busy period for firefighters with 142 multi-unit responses in September alone. These included 14 working residential structure fires, three working commercial fires, and 17 major vehicle accidents that required rescue.
 - Fire Weather Update. Fall weather has been favorable with brief early rains and generally lower temperatures and humidity than typically experienced this time of year. The result has been fewer and less dangerous vegetation fires than in recent years. Fuel moistures, however, remain exceptionally low, and a return to seasonally normal temperatures could quickly raise fire danger. We continue to monitor weather conditions day-by-day with an eye toward reducing seasonal vegetation fire responses when warranted. On November 1, we reduced our seasonal dozer and hand crew staffing back to winter staffing.
 - Hazmat Update. Hazmat program training tempo has been high this fall as we work to maintain full staffing for this critically important program. Several firefighters completed their initial hazmat training program late last month. Additionally, six current program members participated in an FBI/Cal OES weapons of mass

destruction training in Monterey. The instruction included one day of classroom instruction by the FBI followed by a day of possible real-world scenarios. An additional 30 Con Fire Hazmat program members participated in a local WMD training at our training campus in Concord.

- Marine Program Update. Our District's extensive coastline, along with many inland waterways, both natural and manmade, present numerous waterborne risks we seek to mitigate with our marine and water rescue programs. Last month, 24 of our marine program boat operators trained in-house with National Association of State Boating Law Administrators (NASBLA) instructors to hone skills and bolster staffing ahead of a possible reassignment of fire boat resources to the eastern portion of the District. We also trained four additional members for our swift water rescue program at a two-day course of instruction in Colma.
- Paramedic Program Update. An industry-wide challenge, paramedics remain in short supply requiring constant attention and creativity in attracting, training, and retaining these skilled medical professionals who undergird our ability to provide Advanced Life Support EMS Districtwide. As a result of our ongoing efforts, two firefighters completed their year-long training process recently and are awaiting accreditation. Our numerous efforts in this regard this fall also included sponsoring an additional eight firefighters in a paramedic training program being managed by an outside vendor, and hiring another vendor to work with us to explore providing paramedic training in-house.
- Fire Prevention Update. The District attended the Antioch BIG Truck event last month with Dozer 220 and hauler, Hazmat 86, a Type 6 wildland fire engine and one of our brand new Rivian 4x4 electric vehicle pickup trucks – the first electric all-wheel drive vehicles in the county and the first such vehicle delivered to a first responder agency anywhere. Our two Rivian trucks have been assigned support roles in the Fire Prevention Bureau and our Training Division where their potential for further fire service deployment is being evaluated. This fall, the two EVs will be outfitted for emergency response and incident command functionality including fire markings, radios, and lights and siren.
- Measure X-funded Wildfire Hardening Program for Residents Update. The Fire Prevention Bureau continues to work with Crew 12 to assign Measure X-funded wildfire mitigation projects throughout the county. As Crew 12 transitions its primary focus to mitigation work later this month, a web-based tool has been established on the Con Fire webpage for residents to request community mitigation projects. We are requesting that applicants work with their



**CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT**

Contra Costa County Wildfire Mitigation Program

This program is supported by Measure X Funding. This request form should be used for community project proposals and not for privately owned properties.

shill@cccfd.org [Switch account](#)

The name and photo associated with your Google account will be recorded when you upload files and submit this form. Only the email you enter is part of your response.

* Required

Email *

Your email

local fire department for support and recommendations before applying. Current mitigation work includes shaded fuel breaks, community chipping days, evacuation route cleanups, fire trail clearances, fuel reduction, assistance with Firewise projects, and dead tree removal in common areas.

- Pinole Contract for Fire Protection Services. The contracts were approved and executed by the City and District with the LAFCO application submitted for the November 9 LAFCO meeting. We anticipate approval from LAFCO at this meeting with an anticipated operational effective date of March 1, 2023.



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 8, 2022

Subject: Update on Fire Station Construction Projects - November 8, 2022

RECOMMENDATION(S):

ACCEPT a report from the Deputy 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 Deputy Fire Chief is providing a report on the status and progress of District fire station construction projects.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not receive a status summary for Contra Costa County Fire Protection District fire station construction projects

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 11/08/2022 ☒ 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 8, 2022

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 Project
Update



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

November 8, 2022

TO: Board of Directors

FROM: Aaron J. McAlister, Deputy Fire Chief

RE: Update on Fire Station Construction Projects

- **Fire Station 54 – Downtown Brentwood**

Demolition of the former downtown station is now complete. Staff remains in the investigation phase of a lot line adjustment on both sides of the project. Making modifications to the lot line on both sides would increase the functionality of the fire station.



- **Contra Costa Regional Fire Communications Center (CCRFCC) – Pleasant Hill**

The architect is now developing full buildable plans for the remodel of the communications center. The goal is to go out to bid in spring 2023.

- **Fire Station 51 – Brentwood**

Surveying of the site has been completed. We will soon begin the environmental assessments leading us to CEQA compliance. As there are \$1.5 Million in federal funds involved in this project, staff recently met with HUD to ensure we are in full compliance with HUD NEPA in order to meet federal environmental requirements.

This facility will be located at Empire and Grant in Brentwood. In addition to a fire station, a branch office for the Fire Prevention Division will be located on this site. Meetings with the architect are ongoing as we refine the layout and needs of the facility. This project is being completed using the design build delivery method.

- **Fire Station 9 – Pacheco**

All environmental documents have been packaged and sent to the FAA for review and consideration of the non-aviation use of the proposed site. We expect to hear back from the FAA in January 2023.

Fire District staff continue to work with other County staff to identify long-term solutions to drainage and permitting requirements that must be solved in order to advance the project further. If these challenges are not solved in the next quarter, the Fire District may be forced to consider alternative sites.



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 8, 2022

Subject: Recognition of Advisory Fire Commissioner Richard "Tom" Chapman for 12 Years of Service

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/08/2022** ☒ 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 8, 2022

, County Administrator and Clerk of the Board of Supervisors

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

By: June McHuen, Deputy

cc:

AGENDA ATTACHMENTS

Resolution 2022/14

MINUTES ATTACHMENTS

Signed Resolution No.

2022/14

*The Board of Directors of the
Contra Costa County Fire Protection District*

In the matter of: **Resolution No. 2022/14**
Honoring Advisory Fire Commissioner Richard “Tom” Chapman as he retires from the Contra Costa County Fire Protection District Advisory Fire Commission after 12 years of service.

WHEREAS, Tom Chapman became an Advisory Fire Commissioner with the Contra Costa County Fire Protection District in 2010; and

WHEREAS, Tom Chapman has consistently demonstrated his dedication and commitment to the Advisory Fire Commission for 12 years; and

WHEREAS, Tom Chapman has maintained a positive influence and presence at Commission meetings and various meetings within the County while representing the Fire District; and

WHEREAS, Tom Chapman, in addition to his contributions to the Advisory Fire Commission, is also a longtime member of the 100 Club of Contra Costa County supporting fallen firefighters and law enforcement officers; and

WHEREAS, Tom Chapman has earned the respect and admiration of the Fire Chief and his fellow Commissioners for his dedication and commitment to the Fire District and will be greatly missed.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Fire Protection District Board of Directors thanks and honors Richard “Tom” Chapman for 12 years of service to the residents of Contra Costa County and wishes him well in all his future endeavors.

KAREN MITCHOFF
Chair, District IV Supervisor

JOHN GIOIA
District I Supervisor

CANDACE ANDERSEN
District II Supervisor

DIANE BURGIS
District III Supervisor

FEDERAL D. GLOVER
District V Supervisor

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 8, 2022

,

By: _____, Deputy

The Board of Supervisors of Contra Costa County, California

In the matter of Honoring Advisory Fire
Commissioner Richard "Tom" Chapman as he retires
from the Contra Costa County Fire Protection District
Advisory Fire Commission after 12 years of service.

Resolution No. 2022/14

WHEREAS, Tom Chapman became an Advisory Fire Commissioner, with the Contra Costa County Fire Protection District, in 2010; and

WHEREAS, Tom Chapman has consistently demonstrated his dedication and commitment to the Advisory Fire Commission for 12 years; and

WHEREAS, Tom Chapman has maintained a positive influence and presence at Commission meetings and various assemblies, within the County, while representing the Fire District; and

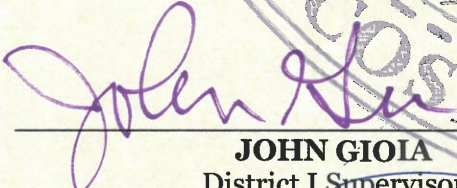
WHEREAS, Tom Chapman, in addition to his contributions to the Advisory Fire Commission, is also a longtime member of the 100 Club of Contra Costa County supporting fallen firefighters and law enforcement officers; and


WHEREAS, Tom Chapman has earned the respect and admiration of the Fire Chief and his fellow Commissioners for his dedication and commitment to the Fire District and will be greatly missed; and

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Fire Protection District Board of Directors does hereby thanks and honors Richard "Tom" Chapman for 12 years of service to the residents of Contra Costa County and wishes him well in all his future endeavors.

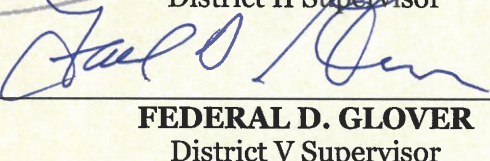
PASSED by a unanimous vote of the Board of Supervisors members present this 8th day of November 2022.


KAREN MITCHOFF
Chair,
District IV Supervisor


JOHN GIOIA
District I Supervisor


CANDACE ANDERSEN
District II Supervisor


DIANE BURGIS
District III Supervisor


FEDERAL D. GLOVER
District V Supervisor

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 8, 2022

MONICA NINO, Clerk of the Board of Supervisors and County Administrator

By  , Deputy





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 8, 2022

Subject: Advisory Fire Commission of the Contra Costa County Fire Protection District Bylaws Modification

RECOMMENDATION(S):

APPROVE the revised bylaws of the Advisory Fire Commission of the Contra Costa County Fire Protection District to clarify the creation of committees as deemed necessary by the Commission Chair. (No fiscal impact).

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

In 1995, the Board of Supervisors adopted Resolution No. 95/475 delegating a broad range of its board of directors functions and responsibilities to advisory fire commissions of the, then, six dependent fire protection districts within the county. Through consolidation and dissolution, only two of the six county fire districts remain: Contra Costa and Crockett-Carquinez. In 1999, the Board adopted Resolution No. 99/138 updating the delegation of powers to the Contra Costa County Fire Protection District (CCCYPD) Advisory Fire Commission.

On July 12, 2022, following the annexation of East Contra Costa Fire Protection District (ECCYPD) to the CCCYPD, the Board of Directors adopted Resolution 2022/9, which updated the CCCYPD Advisory Fire Commission role and responsibilities to provide clarity and proper focus of the Commission's time and energy towards duties that will complement rather than duplicate the functions of the Board of Directors. The Board adopted the following revised delegation of duties to the AFC as reconstituted pursuant to the annexation agreement: "The functions of the fire commissioners are to review the goals and objectives of the District; provide liaison with the community, and provide advice and information on fire protection matters to the Board of Directors. This Board hereby delegates to the CCCYPD Advisory Fire Commission the following powers and responsibilities:

- a. Pursuant to district ordinance, to serve as the Appeals Board on weed abatement matters;
- b. To review and make recommendations on Fire District goals and objectives;
- c. To provide advice and information to the Board of Directors on fire protection matters as needed;
- d. To serve as liaison between the Board of Directors and the community served by the district;
- e. To perform such other duties and responsibilities as may be assigned and as directed by the Board of Directors."

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/08/2022** ☒ 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 8, 2022

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

By: June McHuen, Deputy

Contact: Julie Enea 925-655-2056

cc: Fire Chief, CAO (Enea), CAO (Reyes)

BACKGROUND: (CONT'D)

Today's action will make a minor modification the clarify the creation of committees to the Commission, as deemed needed by the Commission Chair from time to time based on the work of the Commission. Attached is a redline showing the proposed changes and also a clean version showing no edit marks.

ATTACHMENTS

CCCFPD Adv Fire Commission bylaws_November 2022 Redline

CCCFPD Adv Fire Commission bylaws_November 2022 Clean Final



Contra Costa County Fire Protection District

Advisory Fire Commission

Bylaws

July-November
2022
Rev.
22XX/2019

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Contra Costa County Fire Protection District Advisory Fire Commission Bylaws

Article I Name

This commission shall be known as the “Contra Costa County Fire Protection District Advisory Fire Commission.”

Article II Authorization

The Board of Supervisors of Contra Costa County, as the Board of Directors of the Contra Costa County Fire Protection District, ~~has originally~~ established a Fire District Advisory Commission in the Contra Costa County Fire Protection District by Resolution No. 99/138. Authority for establishing a county fire commission is established by California Health and Safety Code Section 13844.

The functions of the Advisory Fire Commission were revised by Resolution No. 2022/9, which supersedes Resolution No. 99/138, to the extent the two resolutions conflict.

Article III Definitions

“Board” shall mean the Contra Costa County Board of Supervisors, as the Board of Directors of the Contra Costa County Fire Protection District.

“Commission” shall mean the Contra Costa County Fire Protection District Advisory Fire Commission, which has been established by the Board for the purposes set forth in these Bylaws.

“District” shall mean the Contra Costa County Fire Protection District.

“District Administration Office” shall mean the Contra Costa County Fire Protection District Administrative Office, located at 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

Article IV Purpose and Duties

The functions of the fire commissioners are to review the goals and objectives of the District; provide liaison with the community, and provide advice and information on fire protection matters to the Board of Supervisors. This Board hereby delegates to the CCCFPD Advisory Fire Commission the following powers and responsibilities:

1. Pursuant to district ordinance, to serve as the Appeals Board on weed abatement matters;
2. To review and make recommendations on Fire District goals and objectives;
3. To provide advice and information to the Board of Directors on fire protection matters as needed;
4. To serve as liaison between the Board of Directors and the community served by the district; and
5. To perform such other duties and responsibilities as may be assigned and as directed by the Board of Directors.

The Advisory Fire Commission shall make its recommendations directly to the Fire Chief, the Board of Supervisors, and such other bodies or administrators as may be designated from time to time.

Article V

Membership

A. Members

The Commission shall consist of seven (7) voting members and three (3) alternate members appointed by the Board.

1. Voting Members

The seven (7) voting members shall consist of the following:

- a) Five (5) members, each of whom represents one supervisorial district. The nomination is made by an individual Supervisor for full Board action.
- b) Two (2) Community members, one representing the area formerly served by the dissolved East Contra Costa Fire Protection District and the other representing the remainder of the District. The nominations are made by the Board's Internal Operations Committee for full Board action.

2. Alternate Members

In addition to the seven (7) voting members, the Commission shall have three (3) alternate members who shall be nominated and appointed in the same manner as Community members. Alternate members shall fully participate in the regular or special meetings but not vote unless they are replacing an absent seated member who is unable to participate at a meeting. Alternate members may replace any absent seated member and shall do so on a rotating basis.

B. Terms

All members of the Commission shall be appointed for a term of four years. Terms are

staggered. Members serve at the pleasure of the Board.

C. Vacancies

A vacancy on the Commission exists upon the death or resignation of a member, upon the removal of a member by the Board, or upon term expiration. Should a vacancy occur for any reason, the alternate members shall serve in the vacant seat on a rotating basis until the Board appoints a replacement voting member.

D. Staff

The Commission staff person shall issue and distribute meeting agendas in accordance with the open meeting laws specified in Article VII. The staff person shall keep an accurate record of all proceedings of the Commission, including meeting minutes and special reports and a list of persons attending meetings, and shall finalize meeting minutes. The staff person shall be responsible for maintaining a copy of these records at the District Administration Office. These records shall be made available to the public as required by State and local law. The Chair may direct the staff person to perform other duties to further the purpose and goals of the Commission.

Article VI **Officers and Duties**

A. Officers

The officers of the Commission shall be Chair and Vice Chair.

The Chair shall preside over all meetings of the Commission. The Chair shall appoint committees as may be needed from time to time for special projects or programs. The Chair shall report unscheduled vacancies immediately to the Board. The Chair shall perform other such duties as they pertain to the office of Chair.

The Vice Chair shall preside at all meetings in the absence of the Chair or at any other time when so requested by the Chair and perform other such duties as directed by the Chair.

B. Term

Each officer shall be selected for a one-year term at the first regular business meeting in June of each year by a majority vote of the Commission.

Each officer's term shall begin on July 1st of each year.

C. Vacancies

Should a vacancy of the office of Chair occur for any reason, the Vice Chair will serve as Acting Chair. Should both the Chair and Vice-Chair be absent, the most senior

Commissioner present shall serve as Acting Chair.

Article VII

Commission Meetings

A. Meetings

1. In December of each year, the Commission will adopt a schedule of regular meetings for the subsequent year. Meetings shall be held at the District's Administrative Offices located at 4005 Port Chicago Highway, Concord, CA, unless otherwise noticed.
2. The Chairman may call additional special meetings as may be required for conduct of Commission business.
3. All meetings of the Commission, except those closed sessions permitted by law, shall be open to the public and subject to the provisions of Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code, relating to meetings of local agencies. All meetings shall conform to the Ralph M. Brown Open Meeting Act and the Contra Costa County Better Government Ordinance, including requirements for notice of meetings, preparation and distribution of agendas and written materials, inspection of public records, closed sessions and emergency meetings, maintenance of records, disruption of a public meeting, and recorded votes made by each Commissioner.
4. Notice of each meeting shall be posted adjacent to the entry door of the District Administration Office at least 96 hours prior to the scheduled meeting and shall include the time, date, and place of the meeting and the meeting agenda. Notice of any meeting of the Commission shall be given to any person so requesting.

B. Cancellation or Postponement

Meetings of the Commission may be cancelled or postponed at the discretion of the Chairperson for due cause or if no official business needs to be conducted.

C. Quorum

A quorum must be present for any vote on matters before the Commission to be valid. A quorum shall be defined as four (4) appointed Commission voting members (including alternate members replacing an absent voting member). Any motion,

resolution, or other Commission action, unless otherwise specifically provided for, shall require four affirmative votes for its passage.

D. Conflicts

Any member of the Commission who has a conflict of interest with any matter pending before the Commission will recuse himself or herself in accordance with Government Code section 87105. Commission members shall avoid conflicts of interest in accordance with Resolution No. 2002/376 and shall adhere to the principles and rules of the Political Reform Act of 1974 (Government Code Sections 81000, et seq.).

Article VIII **Committees**

From time to time, the Chair may appoint special committees or may make individual appointments to accomplish the ongoing tasks and special projects of the Commission, such as revisions to the Bylaws.

~~There are four standing committees of the Commission: Personnel Committee, Budget Committee, Apparatus & Equipment Committee, and Property & Annexation Committee. From time to time, the Chair may appoint special committees or may make individual appointments to accomplish the ongoing tasks and special projects of the Commission, including conducting studies or research of items as deemed necessary (i.e., Bylaws Committee and Liaison to the Board).~~

~~Each committee shall develop a separate plan of operations and goals to be achieved and shall be prepared to report the results of its activities during regular Commission meetings.~~



Contra Costa County Fire Protection District

Advisory Fire Commission

Bylaws

November 2022
Rev. 22/20

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**Contra Costa County Fire Protection District
Advisory Fire Commission
Bylaws**

**Article I
Name**

This commission shall be known as the “Contra Costa County Fire Protection District Advisory Fire Commission.”

**Article II
Authorization**

The Board of Supervisors of Contra Costa County, as the Board of Directors of the Contra Costa County Fire Protection District, originally established a Fire District Advisory Commission in the Contra Costa County Fire Protection District by Resolution No. 99/138. Authority for establishing a county fire commission is established by California Health and Safety Code Section 13844.

The functions of the Advisory Fire Commission were revised by Resolution No. 2022/9, which supersedes Resolution No. 99/138, to the extent the two resolutions conflict.

**Article III
Definitions**

“Board” shall mean the Contra Costa County Board of Supervisors, as the Board of Directors of the Contra Costa County Fire Protection District.

“Commission” shall mean the Contra Costa County Fire Protection District Advisory Fire Commission, which has been established by the Board for the purposes set forth in these Bylaws.

“District” shall mean the Contra Costa County Fire Protection District.

“District Administration Office” shall mean the Contra Costa County Fire Protection District Administrative Office, located at 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

**Article IV
Purpose and Duties**

The functions of the fire commissioners are to review the goals and objectives of the District; provide liaison with the community, and provide advice and information on fire protection matters to the Board of Supervisors. This Board hereby delegates to the CCCFPD Advisory Fire Commission the following powers and responsibilities:

1. Pursuant to district ordinance, to serve as the Appeals Board on weed abatement matters;
2. To review and make recommendations on Fire District goals and objectives;
3. To provide advice and information to the Board of Directors on fire protection matters as needed;
4. To serve as liaison between the Board of Directors and the community served by the district; and
5. To perform such other duties and responsibilities as may be assigned and as directed by the Board of Directors.

The Advisory Fire Commission shall make its recommendations directly to the Fire Chief, the Board of Supervisors, and such other bodies or administrators as may be designated from time to time.

Article V **Membership**

A. Members

The Commission shall consist of seven (7) voting members and three (3) alternate members appointed by the Board.

1. Voting Members

The seven (7) voting members shall consist of the following:

- a) Five (5) members, each of whom represents one supervisorial district. The nomination is made by an individual Supervisor for full Board action.
- b) Two (2) Community members, one representing the area formerly served by the dissolved East Contra Costa Fire Protection District and the other representing the remainder of the District. The nominations are made by the Board's Internal Operations Committee for full Board action.

2. Alternate Members

In addition to the seven (7) voting members, the Commission shall have three (3) alternate members who shall be nominated and appointed in the same manner as Community members. Alternate members shall fully participate in the regular or special meetings but not vote unless they are replacing an absent seated member who is unable to participate at a meeting. Alternate members may replace any absent seated member and shall do so on a rotating basis.

B. Terms

All members of the Commission shall be appointed for a term of four years. Terms are

staggered. Members serve at the pleasure of the Board.

C. Vacancies

A vacancy on the Commission exists upon the death or resignation of a member, upon the removal of a member by the Board, or upon term expiration. Should a vacancy occur for any reason, the alternate members shall serve in the vacant seat on a rotating basis until the Board appoints a replacement voting member.

D. Staff

The Commission staff person shall issue and distribute meeting agendas in accordance with the open meeting laws specified in Article VII. The staff person shall keep an accurate record of all proceedings of the Commission, including meeting minutes and special reports and a list of persons attending meetings, and shall finalize meeting minutes. The staff person shall be responsible for maintaining a copy of these records at the District Administration Office. These records shall be made available to the public as required by State and local law. The Chair may direct the staff person to perform other duties to further the purpose and goals of the Commission.

Article VI **Officers and Duties**

A. Officers

The officers of the Commission shall be Chair and Vice Chair.

The Chair shall preside over all meetings of the Commission. The Chair shall appoint committees as may be needed from time to time for special projects or programs. The Chair shall report unscheduled vacancies immediately to the Board. The Chair shall perform other such duties as they pertain to the office of Chair.

The Vice Chair shall preside at all meetings in the absence of the Chair or at any other time when so requested by the Chair and perform other such duties as directed by the Chair.

B. Term

Each officer shall be selected for a one-year term at the first regular business meeting in June of each year by a majority vote of the Commission.

Each officer's term shall begin on July 1st of each year.

C. Vacancies

Should a vacancy of the office of Chair occur for any reason, the Vice Chair will serve as Acting Chair. Should both the Chair and Vice-Chair be absent, the most senior

Commissioner present shall serve as Acting Chair.

Article VII

Commission Meetings

A. Meetings

1. In December of each year, the Commission will adopt a schedule of regular meetings for the subsequent year. Meetings shall be held at the District's Administrative Offices located at 4005 Port Chicago Highway, Concord, CA, unless otherwise noticed.
2. The Chairman may call additional special meetings as may be required for conduct of Commission business.
3. All meetings of the Commission, except those closed sessions permitted by law, shall be open to the public and subject to the provisions of Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code, relating to meetings of local agencies. All meetings shall conform to the Ralph M. Brown Open Meeting Act and the Contra Costa County Better Government Ordinance, including requirements for notice of meetings, preparation and distribution of agendas and written materials, inspection of public records, closed sessions and emergency meetings, maintenance of records, disruption of a public meeting, and recorded votes made by each Commissioner.
4. Notice of each meeting shall be posted adjacent to the entry door of the District Administration Office at least 96 hours prior to the scheduled meeting and shall include the time, date, and place of the meeting and the meeting agenda. Notice of any meeting of the Commission shall be given to any person so requesting.

B. Cancellation or Postponement

Meetings of the Commission may be cancelled or postponed at the discretion of the Chairperson for due cause or if no official business needs to be conducted.

C. Quorum

A quorum must be present for any vote on matters before the Commission to be valid. A quorum shall be defined as four (4) appointed Commission voting members (including alternate members replacing an absent voting member). Any motion,

resolution, or other Commission action, unless otherwise specifically provided for, shall require four affirmative votes for its passage.

D. Conflicts

Any member of the Commission who has a conflict of interest with any matter pending before the Commission will recuse himself or herself in accordance with Government Code section 87105. Commission members shall avoid conflicts of interest in accordance with Resolution No. 2002/376 and shall adhere to the principles and rules of the Political Reform Act of 1974 (Government Code Sections 81000, et seq.).

Article VIII **Committees**

From time to time, the Chair may appoint special committees or may make individual appointments to accomplish the ongoing tasks and special projects of the Commission, such as revisions to the Bylaws.



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 8, 2022

Subject: Automatic Aid Agreement for Exchange of Fire Protection Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an Automatic Aid Agreement for Exchange of Fire Protection Services with the San Ramon Valley Fire Protection District.

FISCAL IMPACT:

No fiscal impact. This is a resource-sharing agreement between the two fire districts. There are no direct associated costs.

BACKGROUND:

The Contra Costa County Fire Protection District (District) and the San Ramon Valley Fire Protection District (SRV) have agreed that they want to share resources from the District's Fire Station 4 and SRV's Fire Station 32 for response to structural and wildland fire incidents in the service areas adjacent to those fire stations. The districts have determined that this arrangement will increase the reliability of assigning the closest resources to high priority incidents in these service areas.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, both fire districts will be unable to effectively decrease the time it takes to assemble an adequate fire fighting force to respond to high priority incidents in the affected service areas.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/08/2022** ☒ 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 8, 2022

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

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

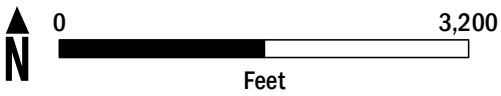
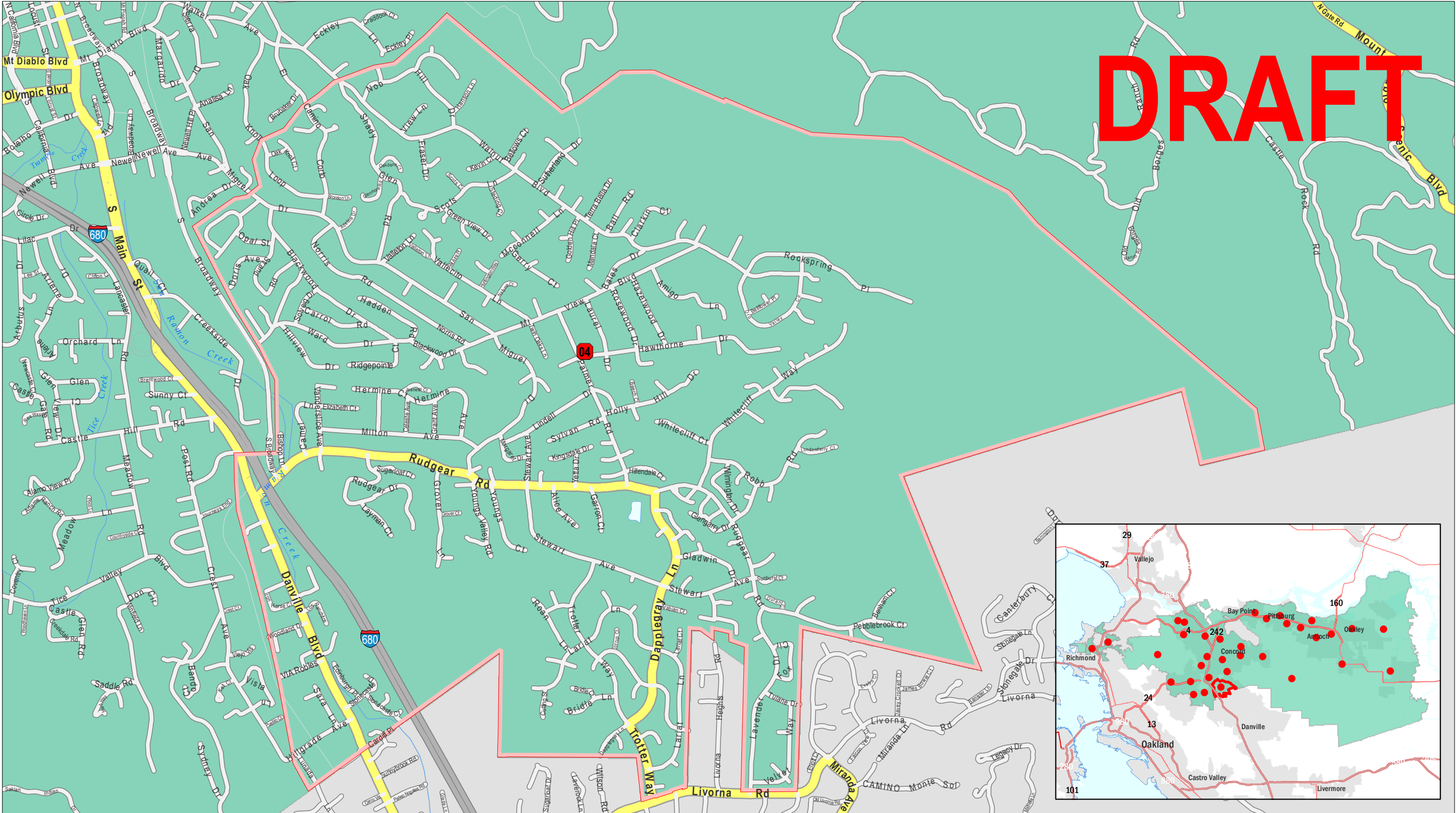
By: June McHuen, Deputy

cc:

ATTACHMENTS

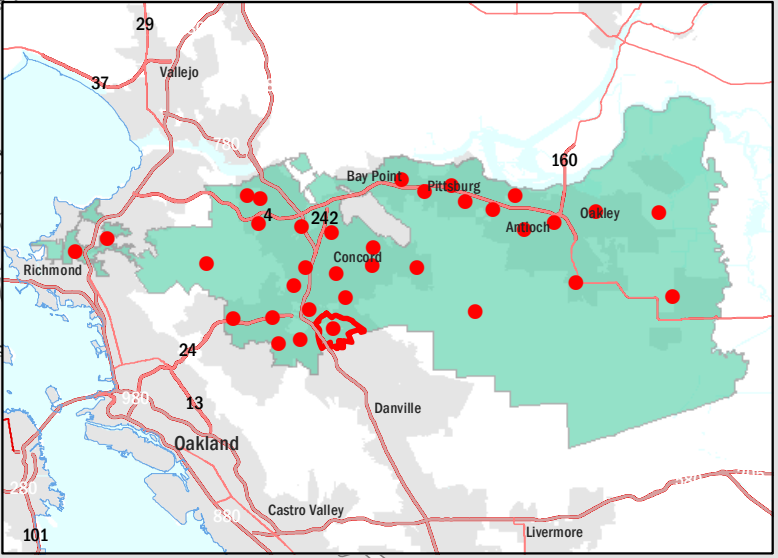
ST 4 Map

ST 32 Map



Contra Costa County
Fire Protection District
CCCFFPD

- Fire Station
- Station Area
- CCC Fire Protection District



Source: CCCFFPD 2022;

STATION 4 AREA

STATION 32 ZONE



Legend

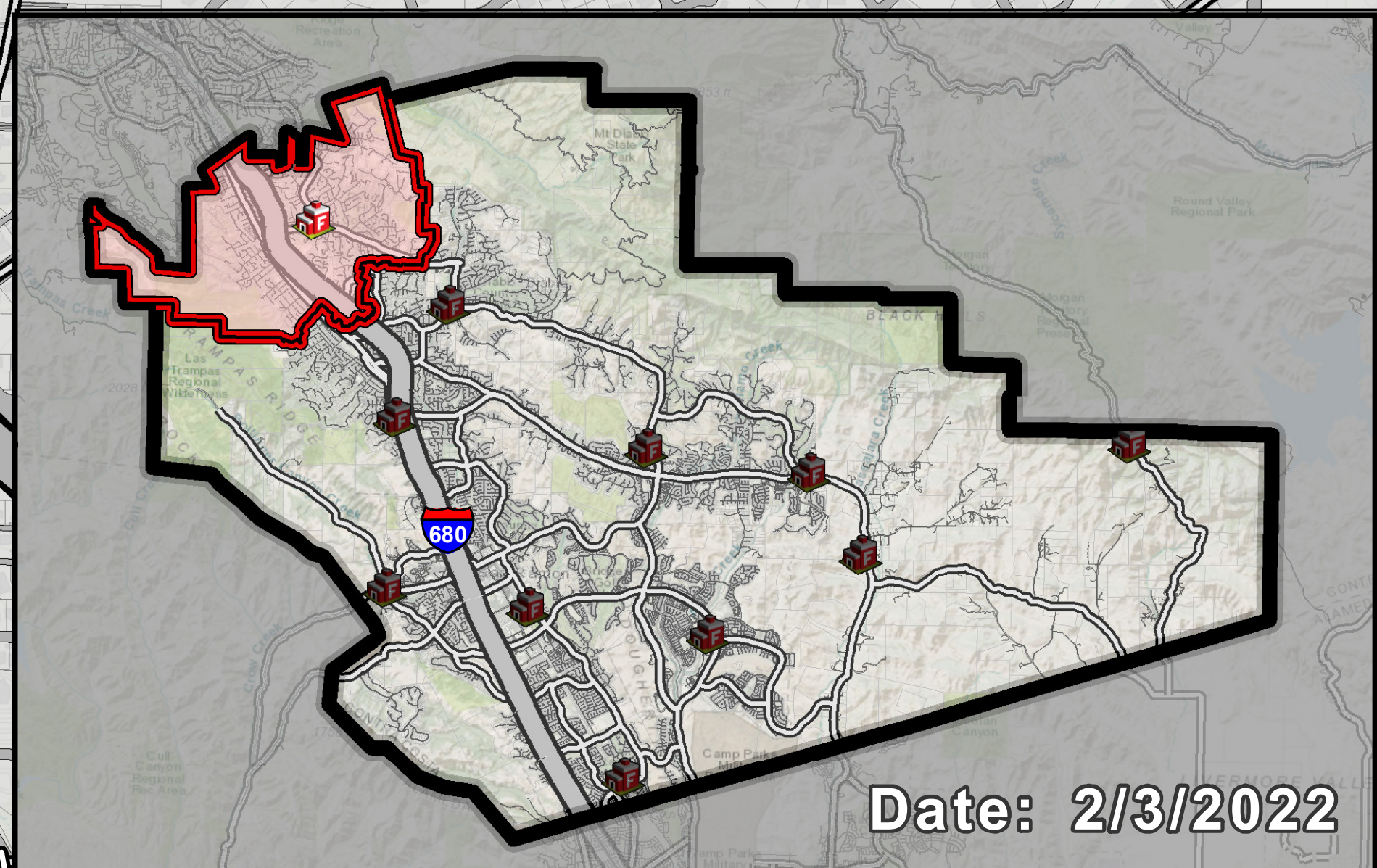


Station Location



Station 32 Zone

0 0.25 0.5 1 Miles



Date: 2/3/2022



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: November 8, 2022

Subject: Add Positions Pursuant to Fire Protection Services Agreement with the City of Pinole

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26063 to add 16 positions as listed in Attachment A pursuant to the Agreement between the Contra Costa County Fire Protection District and the City of Pinole for Fire Protection Services effective January 1, 2023.

FISCAL IMPACT:

The fiscal impact to the Contra Costa County Fire Protection District ("District") is intended to be cost neutral. Per the terms of the Agreement between the District and the City of Pinole for Fire Protection Services ("Agreement"), fire services provided by the District to the City of Pinole ("City") will be reimbursed by the City less a Measure X allocation from the County. The total first full fiscal year reimbursement to the District is anticipated to be approximately \$7.5 million with approximately \$5.5 million being paid by the City and \$2 million paid from Measure X funds. On September 20, 2022, the Board of Supervisors approved resolution 2022/332, allocating Measure X funds of \$2 million annually through fiscal year 2027-28 with an annual escalator not to exceed 4%. While the Agreement is effective January 1, 2023, the current target date for the District to begin staffing Fire Stations 73 and 74 is March 1, 2023, so current fiscal year staffing costs have been prorated accordingly.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/08/2022** ☒ 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 8, 2022

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

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

By: June McHuen, Deputy

cc: Jackie Lorrekovich, Sylvia WongTam

BACKGROUND:

On October 11, 2022, the District Board of Directors approved an Agreement, effective January 1, 2023, between the District and the City for the provision of fire protection services by the District within the City boundary. The Agreement provides that the District will staff two fire stations located in the City with the minimum of a three-person engine company, and there are three shifts (A-B-C) per fire station that must be staffed for 24-hour coverage. Additionally, the Agreement provides that some or all of the fire suppression personnel currently employed by the City may elect to leave City employment to become District employees.

This action adds 16 positions, as listed in Attachment A, within the District to be filled by currently employed City fire suppression personnel. The Agreement is effective January 1, 2023, but the anticipated appointment date of these employees is March 1, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

The positions necessary to hire existing City fire suppression personnel would not be added. This would result in the District not being in compliance with the terms of the Agreement.

AGENDA ATTACHMENTS

P300 No. 26063

P300 26063 Attachment A

MINUTES ATTACHMENTS

Signed P300 26063

POSITION ADJUSTMENT REQUEST

NO. 26063
DATE 10/21/2022

Department CCC Fire Protection District

Department No./
Budget Unit No. 7300 Org No. 7300 Agency No. 70

Action Requested: ADOPT Position Adjustment Resolution No. 26063 to add 16 positions as listed in Attachment A pursuant to the Agreement between the Contra Costa County Fire Protection District and the City of Pinole for Fire Protection Services effective January 1, 2023.

Proposed Effective Date: 1/1/2023

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$7,521,884.00 Net County Cost \$0.00

Total this FY \$2,507,292.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% City of Pinole and Measure X

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jackie Lorrekovich

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

10/28/2022

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 10/31/2022

Add 16 positions as listed in Attachment A pursuant to the Agreement between the Contra Costa County Fire Protection District and the City of Pinole for Fire Protection Services effective January 1, 2023. (100% City of Pinole and Measure X)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☒ 1/1/2023(Date)

Amanda Monson

10/31/2022

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 11/3/2022

☒ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. _____

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

POSITION ADJUSTMENT REQUEST

NO. 26063
DATE 10/21/2022Department CCC Fire Protection District

Department No./

Budget Unit No. 7300 Org No. 7300 Agency No. 70

Action Requested: ADOPT Position Adjustment Resolution No. 26063 to add 16 positions as listed in Attachment A pursuant to the Agreement between the Contra Costa County Fire Protection District and the City of Pinole for Fire Protection Services effective January 1, 2023.

Proposed Effective Date: 1/1/2023Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$7,521,884.00Net County Cost \$0.00Total this FY \$2,507,292.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% City of Pinole and Measure X

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jackie Lorrekovich

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

10/28/2022

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 10/31/2022

Add 16 positions as listed in Attachment A pursuant to the Agreement between the Contra Costa County Fire Protection District and the City of Pinole for Fire Protection Services effective January 1, 2023. (100% City of Pinole and Measure X)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.☒ 1/1/2023 (Date)

Amanda Monson

10/31/2022

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

11/3/2022☒ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources☐ Other: _____

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐

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

DATE 11-08-2022BY 

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

CONTRA COSTA COUNTY
POSITION TO BE **ADDED**

DEPARTMENT: Contra Costa County Fire Protection District (7300)

EFFECTIVE: January 1, 2023 **ADD POSITIONS**

Position #	Class	Class Code	Org #	From FT/PT	To FT/PT	Vacant/Filled	Notes
NEW	Battalion Chief 56 Hour	RPHA	7300	0	56/56	Filled	1
NEW	Fire Captain 56 Hour	RPTA	7300	0	56/56	Filled	1
NEW	Fire Captain 56 Hour	RPTA	7300	0	56/56	Filled	1
NEW	Fire Captain 56 Hour	RPTA	7300	0	56/56	Filled	1
NEW	Fire Captain-Paramedic 56 Hour	RPTH	7300	0	56/56	Filled	1
NEW	Fire Captain-Paramedic 56 Hour	RPTH	7300	0	56/56	Filled	1
NEW	Fire Captain-Paramedic 56 Hour	RPTH	7300	0	56/56	Filled	1
NEW	Fire Engineer-Paramedic 56 Hour	RPVF	7300	0	56/56	Filled	1
NEW	Fire Engineer-Paramedic 56 Hour	RPVF	7300	0	56/56	Filled	1
NEW	Fire Engineer-Paramedic 56 Hour	RPVF	7300	0	56/56	Filled	1
NEW	Firefighter-Paramedic 56 Hour	RPWB	7300	0	56/56	Filled	1
NEW	Firefighter-Paramedic 56 Hour	RPWB	7300	0	56/56	Filled	1
NEW	Firefighter-Paramedic 56 Hour	RPWB	7300	0	56/56	Filled	1
NEW	Firefighter-Paramedic 56 Hour	RPWB	7300	0	56/56	Filled	1
NEW	Firefighter-Paramedic 56 Hour	RPWB	7300	0	56/56	Filled	1
NEW	Firefighter-Paramedic 56 Hour	RPWB	7300	0	56/56	Filled	1

Explanation: 1) Add 16 positions in the Contra Costa County Fire Protection District for employees currently employed by the City of Pinole pursuant to the Agreement between the Contra Costa County Fire Protection District and the City of Pinole for Fire Protection Services effective January 1, 2023.



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 8, 2022

Subject: REACH Contract Amendment for Emergency Medical Services Clinical Education

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with REACH Air Medical Services LLC, for emergency medical services clinical education, to extend the termination date from December 31, 2022 to December 31, 2025, and to increase the payment limit by \$300,000 to a new payment limit of \$1,000,000. (100% CCCFPD EMS Transport Fund).

FISCAL IMPACT:

100% CCCFPD EMS Transport Fund.

BACKGROUND:

The Contra Costa County Fire Protection District (District) has a need for emergency medical clinical education services to develop and provide clinical care training programs, conduct continuous quality improvement reviews, and enhance the overall clinical care provided by the District's employees and contractors. The District has contracted with REACH Air Medical Services LLC since January 1, 2020 to provide qualified personnel and emergency medical clinical education services to the District. Contractor will offer up to four clinical education/training classes per training calendar year, with topics selected by District, as well as Paramedic and Emergency

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/08/2022** ☒ 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 8, 2022

, County Administrator and Clerk of the Board of Supervisors

Contact: Terence Carey, Assistant Chief 925-941-3300
x 1104

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

Medical Technician certification courses. Contractor will conduct an ongoing clinical continuous quality improvement review of District medical calls. Additionally, acting as the District's On-Call Infection Control Officer, Contractor will take calls from District personnel and provide direction regarding potential exposures to infectious diseases including COVID-19.



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 8, 2022

Subject: 2022 CAL FIRE County Coordinator Statewide Grant Program

RECOMMENDATION(S):

APPROVE AND AUTHORIZE the Fire Chief, or designee, to apply for grant funding from the 2022 CAL FIRE County Coordinator Statewide Grant Program for an amount of \$175,000.

FISCAL IMPACT:

No fiscal impact. There is no local match requirement.

BACKGROUND:

The California Fire Safe Council is accepting applications for the 2022 CAL FIRE County Coordinator Statewide Grant Program. The applications are intended to fund up to 21 counties for a one-time, 18-month grant of \$175,000.

If awarded, the Fire District will use the grant funds to pay the salary of a part-time, non-benefited, contractor to serve as the County Coordinator; as well as the costs for supplies, outreach materials, administrative costs, travel, and other meeting expenses.

The County Coordinator would be responsible for developing plans and recommendations related to wildfire prevention and for collaboration amongst participating

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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 8, 2022

, County Administrator and Clerk of the Board of Supervisors

Contact: Chris Bachman, Assistant Fire Chief / Fire Marshal (925)
941-3300 x1520

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

public and non-profit agencies; assisting in new fire safe council and associated group formations; participating in quarterly meetings with California Fire Safe Council staff, state/regional/county coordinators, and other interested wildfire mitigation groups; and producing project deliverables. The County Coordinator may also assist in managing local Measure X funded wildfire mitigation programs.

Deliverables for the program include:

- (1) Identifying, summarizing, and reporting on local groups, grants, and projects within each county at the onset on the grant project, within the grant period, and at the conclusion of the grant project;
- (2) Tracking and monitoring collaboration efforts, tasks, meetings, workshops, and plans developed by the County Coordinator during the project window;
- (3) Preparing and submitting quarterly programmatic and fiscal reports; and
- (4) Updating GIS Networking Portal Project data files, which may include project maps and lists of mitigation groups.

This action is to authorize the grant application only. If awarded, a separate action will be brought to the board for consideration, including details of the contract or agreement with the awarding entity.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Contra Costa County could potentially miss out on future grant funding opportunities for the County and its residents.