



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors

From: David Twa, County Administrator

Date: December 6, 2016

Subject: 2017 MEETING SCHEDULE FOR THE FIRE DISTRICT BOARD OF DIRECTORS

RECOMMENDATION(S):

ADOPT the 2017 meeting schedule for the Contra Costa County Fire Protection District Board of Directors, noting the Annual Budget Hearings and Adoption on April 18 and May 9, respectively. The schedule has been coordinated with the Contra County County Board of Supervisors:

January 17, 2017

February 14, 2017

March 14, 2017

April 18, 2017 - Budget Hearing

May 9, 2017- Budget Adoption

June 13, 2017

July 11, 2017

August 8, 2017

September 12, 2017

October 17, 2017

November 14, 2017

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **12/06/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
Candace Andersen, Director
Mary N. Piepho, Director
Karen Mitchoff, Director
Federal D. Glover, Director

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 6, 2016

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

Contact: Julie DiMaggio
Enea 925.335.1077

By: June McHuen, Deputy

cc:

December 12, 2017

RECOMMENDATION(S): (CONT'D)

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BACKGROUND:

Each year, the Board of Directors adopts a meeting schedule that designates regular meeting dates and any dates on which meetings must be canceled in anticipation that a quorum of the Board will not be present. In order to provide for at least one monthly meeting, the schedule works around those Tuesdays that fall during a week with a District holiday, the fifth Tuesday of a month, and Tuesdays that fall during those weeks in February, May, July, and November in which the annual policy and legislative meetings of the National Association of Counties (NACo) and the California State of Counties (CSAC) are attended by one or more of our Directors. The 2017 meeting schedule provides 12 meetings for the Contra Costa County Fire Protection District Board of Directors. There are legal provisions to schedule a special meeting to address any urgent need that cannot be accommodated in the standing meeting schedule.

The 2017 meeting schedule has been prepared in consultation with the incoming Board Chair, the County Administrator, and the Fire Chief, and is recommended for the Board's adoption. The County Board of Supervisors has already adopted its meeting schedule.