

December 8, 2008

The Advisory Fire Commission met at a regular meeting on Monday, December 8, 2008, at 7:00 p.m. Chairperson Chapman called the meeting to order and led the salute to the flag.

ROLL CALL:

Present:	Commissioners:	Bob Chapman – Dist. 2 Barry Cunningham – Dist. 4 Mike Egan – At Large #1 Ed Haynes – Dist. 3 John Kelly (Alternate – Dist. 3) Dylan Reinhold (Alternate – Dist. 4)
	Fire Chief:	Keith Richter
	Fire Marshal:	Richard Carpenter
Absent:	Commissioner:	Don Delcollo – Dist. 1 Walter Fields – Dist. 5 Bill Granados – At Large #2

SERVICE AWARDS: No one was present to receive a service award.

PUBLIC HEARING – REPORT ON THE COST OF WEED ABATEMENT

Chairperson Chapman opened the public hearing and asked for any comments/objections to the 2008 Abatement Report, dated December 2, 2008, in the amount of \$401,152.19.

Mr. Greg Haris of Lafayette was present to protest the weed abatement charges to his property contained in this Abatement Report. His property is located at 1051 N. Thompson Road, Lafayette, APN #244-180-051 with charges of \$915.21. After hearing his request, the Commissioners conferred on the matter. Commissioner Cunningham then made a motion to reduce the total charges for good cause on APN#244-180-051 by 50%. Motion was seconded by Commissioner Egan. All in favor, motion carried. The revised amount is \$457.50.

Mr. Haris commented that the time period given for citizens to respond to a weed abatement notice sent by Certified Letter is really insufficient and feels that more than 10 days to respond is needed. In his case, he was out of state when the attempt to

deliver the certified letter was made and he was then unable to pick up the notice until after the 10 day period had expired. Fire Marshal Richard Carpenter noted that this notification process would be reviewed by him and the Exterior Hazard Division staff and a revision to the process will be made if warranted.

Burlington Northern Santa Fe Railroad Charges – Commissioner Cunningham questioned whether the criteria used to determine weed abatement charges for railroad property was the same as used for commercial and residential properties. Fire Marshal Carpenter said that as much as was possible, considering some of the unique situations encountered when abating along railroad tracks, the District used the same criteria in assessing abatement charges.

Upon hearing no further comments/objections, the hearing was closed. Commissioner Chapman then asked for a motion to adopt the “Resolution of Confirmation” confirming the 2008 Abatement Report in the revised amount of \$401,152.19. Commissioner Haynes moved that the Commission adopt the Resolution of Confirmation confirming the revised 2008 Abatement Report, seconded by Commissioner Egan. All in favor, motion carried.

Commissioner Cunningham made an additional motion to order the District staff to adjust or modify any charges found to be incorrect because the charge was entered:

- a) more than once,
- b) through clerical error,
- c) through the error or mistake of a material fact, or
- d) illegally

Motion was seconded by Commissioner Egan. All in favor, motion carried.

PUBLIC COMMENTS:

Mr. Athan Magganas was present to protest the weed abatement charges on his property from a previously recorded Abatement Report (report of August 18, 2008). Mr. Magganas' property is located at 1680 Oak Park Boulevard in Pleasant Hill, APN #149-260-020, and was abated by the District's contractor on June 25, 2008. It is his position that he responded to the notice and did the abatement work in two stages in June. He asked that the Commission remove the charges totaling \$3,512.97 that have been placed on his property tax bill as a lien. Chief Richter asked Fire Marshal Carpenter to investigate this charge with the Exterior Hazard Division staff and provide a written response to Mr. Magganas and copy the response to the members of the Commission. The Commission will then make a decision on his request to reverse the charges after the investigation has been completed.

Mr. Van Bond, private contractor, inquired as to whether the District would be placing the 2009 Fire Trail Program maintenance work out to public bid. Chief Richter replied affirmatively and stated that the District will be using a model program in '09 which will

involve putting 50% of the fire trail work out to public bid and the remaining half will be done utilizing District employees so as to do a comparison study.

CONSENT ITEMS:

October 13, 2008 MEETING MINUTES:

Commissioner Haynes made a motion to approve the October 13, 2008 meeting minutes as written. Motion was seconded by Commissioner Cunningham. All in favor, motion carried.

ACCEPT AND FILE REPORTS:

After review, the reports listed below were accepted and filed.

Personnel Report – Reviewed report of December 3, 2008.

Operating Budget – Reviewed Report of November 13, 2008.

Fire Prevention Report – Reviewed October/November 2008 Report.

Incident Summary Report – Reviewed October/November 2008 Reports.

- Commissioner Cunningham gave special mention to Stations 1, 6, 9, 81, and 82 for meeting or exceeding their turn-out time goal for the month of October. In the month of November, Stations 6, 9, 81 and 84 met or exceeded turn-out time goal.

Suppression Leave Summary - Reviewed September/October 2008 Reports.

Community & Media Relations – Reviewed October/November 2008 Report.

Correspondence – Reviewed.

Commissioner Cunningham made a motion to accept the file reports as written, seconded by Commissioner Egan. All in favor, motion carried.

FIRE CHIEF'S REPORT:

Apparatus –

- New American LaFrance Quint – The District is in the process of cancelling this purchase due to breach of contract by American LaFrance for failure to deliver apparatus during the specified delivery period. We are seeking refund of our deposit plus interest. We will then rebid this purchase after studying different purchase options.
- Apparatus Yellow Clearance Lights Issue - Chief Richter reported that Apparatus Manager Rau met with Federal Lighting. He has replaced the LED clearance lights

on one KME unit that was problematic. Plan is to replace clearance lights on all apparatus matching that configuration.

Communications -

- OES Region 2 Meeting – 11/19/08: Alameda County FD has elected to take over Region 2 dispatching duties but will not be operationally ready to do so until 2010. Contra Costa Fire will continue performing Region 2 duties through the end of the next fire season. Joint dispatcher training will be conducted with San Ramon Valley FPD and Livermore Lab to assist our dispatchers this coming fire season.

Facilities –

- Station 85 Relocation (Pittsburg) – Construction has begun on this new station.
- Station 16 Relocation (Lafayette) – Still going through eminent domain process. Timeline for completion not known.
- Station 84 Relocation (Pittsburg) – Moving forward on bid process.

Budget -

- Account #3620 (Gen Svc-Requested Mntce) and 3622 (Other G S Charges) - Commissioner Egan inquired at the October meeting as to why these General Service charges have incurred gross overages. Chief Richter stated that these overages had to do with work orders requested of the County that exceeded the small amount that had been appropriated.
- Account 3622 (Other G S Charges) – This large overage was due to a mistake in the way the County assessed charges for the Shop annex and some other smaller projects. It should have been charged to the capital 4000 accounts. The budget officer will see that this mistake is rectified.
- Account #2110 (Communications) and 3600 DoIT Accounts – At the October meeting, Commissioner Cunningham asked for itemized information for these and any related telephone account charges. Chief Richter stated that the budget officer had provided him with detail on these items and there was no increase over last year's charges and presented them to Commissioner Cunningham. Commission Cunningham inquired if DoIT is adding a surcharge to AT&Ts charges. Chief Richter will confirm this with the budget officer. Commissioner Cunningham's concern is how much duplication is occurring. Chief Richter suggested that Commission Cunningham discuss the breakdown of DOiT charges with the budget officer.
- Account #2140 (Medical & Lab Supplies) – Commissioner Fields inquired at the October meeting as to the reason for significant increase in expenditures over recent years. Chief Richter has obtained an itemized accounting from the budget officer that substantiates these charges, e.g., replacement of equipment, implementation of new programs required by county policy, increase in pharmaceutical costs, eight new AEDs purchased for some staff cars, etc.

Personnel –

- The next Recruit Firefighter-Paramedic academy is slated to begin in March 2009.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Declaration of Surplus Property – Report of December 2, 2008:

The surplus list dated December 2, 2008 consists of pallets of no longer serviceable LDH fire hose. Commissioner Haynes made a motion to approve the surplus equipment list as provided. Commissioner Cunningham asked for discussion on the motion relative to Pallet #4 – Damaged Liners on 5” hose. He asked Chief Richter if he knew the details relative to this defect in the hose. Chief Richter did not but will look into this issue. The motion was then seconded by Commissioner Cunningham. All in favor, motion passed.

COMMISSIONER COMMENTS:

Commissioner Egan: He was unable attend the Strategic Planning meeting held on December 5th. Chief Richter related that it was an introduction to the process of creating a new strategic plan for the Fire District and was well attended by key stakeholders. Good feedback was gathered and the planning consultant hired by the District to assist in this process will be compiling a report.

Commissioner Haynes:

- He appreciated being a part of the strategic planning meeting and would like to be included in another session.
- Has noticed that some apparatus lack reflective unit numbers on front of unit. Chief Richter will look into this matter.

Commissioner Cunningham:

- Apartment fire on Frisbee Court on November 27th – Great job was done by Captain Dave Poppi’s crew. “If 6 truly really got there before 5, 5 owes them ice cream.”
- Merry Christmas to all department members.

Commissioner Chapman:

- Exterior Hazard Division – Certified Letter Process: Feels that we do need to look into extending the time limit for property owners to respond to notice, perhaps a 20 day period instead of the existing 10 days. Chief Richter agrees that this issue needs to be evaluated and it will be referred to the Exterior Hazard Division staff.
- Railroad property locks have still not all been retrofitted. Chief Richter noted that BC Warren informed him that work is to be done December 12th and 13th as per railroad company representative Tim Cooyman at gates opposite Walcott Lane and at McHarry.

Commissioner Kelly (Alternate): None

Commissioner Reinhold (Alternate): None

NEXT MEETING DATE AND TIME: Commissioner Egan made a motion to adjourn the meeting, seconded by Commissioner Cunningham, to:

Next Regular Meeting: Monday, February 9, 2009, 7:00 p.m.

All in favor, motion passed. Meeting adjourned at 9:25 p.m.

Vicki Wisner, Recording Secretary