



Fire Chief
KEITH RICHTER

February 23, 2009

The Advisory Fire Commission met at a regular meeting on Monday, February 23, 2009, at 7:00 p.m. Vice Chairperson Granados called the meeting to order and led the salute to the flag.

ROLL CALL:

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

CERTIFICATES OF APPRECIATION:

1. Mr. Oscar Jovel administered emergency first aid to a 86-year old choking victim on December 11, 2008 at the St. Bonaventure Church in Clayton. According to responding fire personnel, his actions likely saved the life of this person. (Incident #08-84347)
2. Twelve-year old Michael Collins is credited with alerting neighbors to an arson fire at their apartment building at 1309 Fillmore Street in Richmond on February 8, 2009. Young Michael later took San Pablo Police Department officers to where the suspect was located and identified the suspect. (Incident #09-8847)

PUBLIC COMMENTS:

1. Mr. Van Bond, private contractor, asked for an update on the District's plans for contracting out maintenance work for its Fire Trail Program. Chief Richter commented that the program supervisor is working on the RFP contract and it will soon be going out to bid.

2. Greg Woehrle, accompanied by his friend/land consultant/attorney Mr. Allan Moore, was present to protest the weed abatement charges on his property at 3148 Lucas Drive, Lafayette, 87 acres, APN #238-080-019. The property was abated by the District's contractor (completed June 24, 2008) with charges in the amount of \$20,086.08. Mr. Woehrle acknowledged receiving the District's notices and had thought that his regular contractor was going to do the required abatement. It is his present understanding that his contractor went out of business and he was not aware of this. He is unsure as to whether his contractor performed any of the required abatement and he has been unable to contact him. He stated that his contractor normally charges him approximately \$4,000 to do work on this parcel. Mr. Moore also spoke on Mr. Woehrle's behalf and mentioned that he was not there in a legal capacity, rather as a friend/advisor. He stated that while Mr. Woehrle is at fault, he is not used to paying this high of an amount and asked that the Commission consider giving some relief on these charges. Vice Chairman Granados explained that the normal process is for the Fire Marshal to conduct an investigation into these charges with the staff of the Exterior Hazard Control Division and a response will be forthcoming to Mr. Woehrle with their findings. Commissioner Cunningham suggested to Mr. Woehrle that he may want to contact the District's contractor to see if he was aware of any discing on the property that may have been done prior to his proceeding with his work. Mr. Woehrle mentioned that he did not receive a bill in 2008 from his regular contractor.

3. Scott O'Hara was present to protest the weed abatement charges on his property located at Ilene Street, Martinez, APN #372-182-026-8, 16,150 square feet. The property was abated by the District's contractor (completed June 27, 2008) with charges in the amount of \$2171. Mr. O'Hara stated that he has owned this parcel for four years and has never had to do abatement work on it previously. He said there is mostly dense shrub on the property. Mr. O'Hara acknowledged receiving the District's notices and has made multiple verbal and written contact with District representatives on this matter. Upon receiving a certified letter (which had gone to his post office box and may have been there for a few days), he contacted the District and was told that the parcel was on the contractor's work list to be done that day. When he went to the parcel, the work had already been performed. It is his belief that he is also being charged for work being done on an adjacent parcel. He submitted a letter to the Commission dated February 23, 2009 with accompanying photos of the property. Vice Chairman Granados will ask the Fire Marshal to conduct an investigation into these charges with the staff of the Exterior Hazard Control Division and a response will be forthcoming to Mr. O'Hara with their findings.

PRESENTATION OF PRELIMINARY FY 2009-10 BUDGET:

Mr. Mike George, Chief of Administrative Services, was present to give an overview and answer questions regarding the District's Proposed FY 2009-10 budget. The General Fund 7300 Preliminary Budget for FY 2009-10 is \$99,749,100 (\$83,417,128 in realized revenue with an estimated \$7,928,102 coming from fund balance). Mike noted that the

District has seen a significant decrease in property tax revenue due to the economic downturn and will continue to see further reductions in ensuing years. He stated that the District's fund balance will see us through the 09-10 fiscal year but FY 2010-11 promises to be very difficult if not dire. It is projected that the fund balance at the end of FY 09-10 will be \$4,387,747. A general discussion of revenue and expenditure items followed.

Vice Chairman Granados thanked Mike George for his efforts in compiling the budget. Chief of Administrative Services Mike George asked the Commission to make a motion to adopt this budget. Commissioner Haynes made a motion to adopt the proposed budget in the amount of \$99,749,100 as written with many concerns on the part of the commission to be able to move forward with not only the staffing but the service levels we need to provide here in Contra Costa County. The motion was seconded by Commissioner Cunningham. All in favor, motion passed.

CONSENT ITEMS:

DECEMBER 8, 2008 MEETING MINUTES:

Commissioner Egan made a motion to approve the December 8, 2008 meeting minutes as written. Motion was seconded by Commissioner Cunningham. All in favor, motion carried.

ACCEPT AND FILE REPORTS:

Vice Chairman Granados explained the process of accepting comments from the seated Commissioners and their alternates. After discussion, it was decided that the existing guidelines for Alternates to the Commission should be reviewed and will be agendaized to the April meeting.

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

Personnel Report – Reviewed revised report of February 18, 2009.

Operating Budget – Reviewed Report of February 11, 2009.

Fire Prevention Report – Reviewed December 2008/January 2009 Report.

- Exterior Hazard Control Division – Commissioner Cunningham questioned why clerical staff is being utilized to update county parcel data for accurate status and ownership. He believes that this information should be available from the County Assessor's Office. Chief Richter will check with EHCD staff on this matter.
- Code Enforcement/Engineering/Investigation – Commissioner Egan questioned the free services these divisions continue to provide to the East Contra Costa Fire Protection District (ECCFPD). Chief Richter gave a brief explanation of how these no-cost services originated and noted that any revenues that are generated are retained by this District. While the ECCFPD may not have the funds to pay for these

services, Commissioner Egan feels that out of concern for the tax paying constituents of CCCFPD this matter needs further review.

Incident Summary Report – Reviewed December 2008/January 2009 Reports.

- December - Commissioner Cunningham gave special mention to Stations 1, 6, 9, 17 and 81 for meeting or exceeding their turn-out time goal for the month.
- January – Commissioner Cunningham gave special mention to Stations 1, 6, 8, 9, 13, 15, 81 and 83 for meeting or exceeding their turn-out goal for the month.

Suppression Leave Summary - Reviewed November/December 2008 Reports.

Community & Media Relations – Reviewed December 2008/January 2009 Report.

Correspondence – None

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

FIRE CHIEF'S REPORT:

- Strategic Plan: Experienced short delay in progress due to budget process. Next step will be to establish focus groups talking about specific topics. The Commission members will be invited to participate in some of these sessions. Employees have been surveyed for items of interest/concern and they also will be invited to some of the sessions. The challenge we face is meeting the vision of both maintaining and growing service. Labor unions have also been invited to meet with management and discuss the District's overall budget challenges. The needs of the whole organization have to be addressed.
- Public Outreach for Defensible Space/C.E.R.T. Programs: The District is working with Pinole Fire on a West County start up of the C.E.R.T. Program. A grant-funded Defensible Space project was recently conducted in a neighborhood in West County. We will be looking at further grant opportunities to expand these programs.
- Academy #43: We are proceeding with plans to begin this Firefighter-Paramedic recruit class. We anticipate a March 23rd startup date. The District will be evaluating our interview process due to the low amount of candidates who passed screening for acceptance into this academy. A Recruit Firefighter academy is planned for the fall of this year.
- Apparatus:
 - New Quint - American LaFrance has defaulted on contract terms for purchase of this apparatus. The District is pursuing reimbursement of deposit as American LaFrance has declared bankruptcy. Our request for reimbursement is being processed and we are awaiting further response from American LaFrance. Other options are being reviewed by Assistant Chief Grace and the District's Apparatus Committee to purchase the new Quint.
 - Chief Richter checked into the issue raised by Commissioner Haynes at the December meeting regarding the lack of reflective unit numbers on the front

of some apparatus. All units are to display their unit number on the front of the apparatus. However, if they are at the Apparatus Shop for service, the unit number would be transferred to the reserve rig while it is out of service. Commissioner Kelly believes he has seen the Type 2 unit from Station 4 without a unit number. Chief Richter will look into this further.

Facilities –

- Station 85 Relocation (Pittsburg) – Project ahead of schedule, framing work has begun on this new station.
- Station 84 Relocation (Pittsburg) – Construction to being upon completion of new Station 85.
- Station 16 Relocation (Lafayette) – Nothing new to report.
- Station 86 Relocation (Bay Point) – Nothing new to report.

UNFINISHED BUSINESS:

Decision on Weed Abatement Charges – APN #149-260-020

Vice Chairman Granados noted that in a letter written to the property owner on December 30, 2008, it was Fire Marshal Carpenter's recommendation that the request to waive the tax assessment levied on this property for work performed by the District's contractor be denied. V.C. Granados believes that the recommendation of Chief Carpenter should be upheld by the Commission as it was found that the property owner had not complied with weed abatement standards. Commissioner Egan made a motion to approve the findings of the Fire Marshal and deny waiving the tax assessment levied on this property. Motion was seconded by Commissioner Granados. Ayes: Commissioners Delcollo, Egan, Granados and Haynes. Noe: Commissioner Cunningham. Abstain: Commissioner Fields. Motion passed.

NEW BUSINESS: None

COMMISSIONER COMMENTS:

Commissioner Egan: None

Commissioner Haynes: None

Commissioner Cunningham:

It was his observation at a recent auto accident on Cowell Road (Galindo Creek – across from the Cougar soccer fields) that several Concord P.D. officers parked their patrol cars in a manner that obstructed access by responding fire units.

Commissioner Delcollo: None

Commissioner Fields:

With the declining experience level in the fire service, thinks it is important that we do continue to pursue and maintain our high standards of hiring qualified candidates.

Commissioner Granados:

Holiday Ice Skating Rink at Civic Park, Walnut Creek – Commented to the Chief that the operator of the rink was very complimentary of the crews at Station 1 for their kindness to himself and his staff.

Commissioner Chappel (Alternate):

Gave a brief description of his previous job experience and service as a Grand Jury member. Is willing to commit the time necessary to advise on matters of the District.

Commissioner Kelly (Alternate): None

Commissioner Reinhold (Alternate): None

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

Next Regular Meeting: Monday, April 13, 2009, 7:00 p.m.

All in favor, motion passed. Meeting adjourned at 9:40 p.m.



Vicki Wisner, Recording Secretary