

Contra Costa County



Fire Protection District

Fire Chief
KEITH RICHTER

June 8, 2009

The Advisory Fire Commission met at a regular meeting on Monday, June 8, 2009, 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 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
	Assistant Chief:	Rich Grace

SERVICE AWARDS: Battalion Chief Dave George was present to receive his 30-year service award.

PUBLIC COMMENTS: None

CONSENT ITEMS:

APRIL 13, 2009 MEETING MINUTES:

Commissioner Cunningham made a motion to approve the April 13, 2009 meeting minutes as written. Motion was seconded by Commissioner Egan. All in favor, motion carried.

ACCEPT AND FILE REPORTS:

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

Personnel Report – Reviewed report of June 2, 2009.

Operating Budget – Reviewed report of May 12, 2009.

- Commissioner Cunningham expressed his continuing concern over the DoIT and General Services expenses (all of the 3600 accounts, particularly 3611 – Interfund Exp – Gov/Gov). Would like to know why the District does not receive a detailed accounting of charges for the 3600 accounts. Commissioner Cunningham requested that representatives from County DoIT and General Services departments be invited to a Commission meeting (one per meeting) to explain why our past requests for detailed accounting of charges has not been observed. His concern is whether the citizens of the Fire District are receiving fair value for their dollars. Chief Richter will comply with this request.

Fire Prevention Report – Reviewed April/May 2009 report.

Incident Summary Report – Reviewed February/March 2009 reports.

- April - Commissioner Cunningham gave special mention to Stations 1, 2, 5, 6, 7, 8, 9, 10, 11, 13, 69, 81, 83 and 84 for meeting or exceeding their turn-out time goal for the month.
- May – Commissioner Cunningham gave special mention to Stations 1, 6, 9, 81 and 84 for meeting or exceeding their turn-out goal for the month.

Suppression Leave Summary - Reviewed April/May 2009 reports.

Community & Media Relations – Reviewed April/May 2009 report.

Correspondence – Reviewed.

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

FIRE CHIEF'S REPORT:

- Fire Trail Program – Chief Grace and BC McCarthy are working on contract approval for the outside vendor that has been selected. AC Ross has reported that the schedule for the District's grading program is on schedule in the east area, the central area is done, and is moving towards the western portion of the District. He has indicated that if the contract for the outside vendor does not receive Board of Supervisors authorization in time to do the remaining fire trails, he will utilize the District's grading equipment/operators to complete the work before it is too late into the fire season. Commissioner Chapman expressed his concern that the process of awarding a contract to an outside vendor has taken so long. Chief Richter acknowledged that the District is partially to blame for not getting the contract awarded in a timelier manner and regrets the delay.
- Status of Proposed 48/96 Work Schedule – Chief Richter noted that the District has worked through policy and software issues in order to implement the six-month pilot program requested by Local 1230 and ordered by the Board of Supervisors. The switchover date is June 15.

- LAFCO – “Municipal Service Review (MSR) - Fire and Emergency Medical Service Providers” (Consolidation Study): The Subcommittee has taken action to declare a zero sphere of influence for East Contra Costa on fire service which does not change the way the District does business but it allows for some discussion for whose sphere of influence should the East County be in as far as fire protection. The MSR recommendations are available online at LAFCO’s web site. The next meeting is scheduled for June 25 to discuss West County and will be held at the Board of Supervisors Conference Room at 9:00 a.m.
- Facilities –
 - Station 85 Relocation (Pittsburg) – Project still moving along ahead of schedule. Planned move in is in August.
 - Station 83 Remodel (Antioch) – This project has been completed and the facility is much improved.
- Personnel - A Firefighter-Recruit Academy is planned for as soon as possible after the current academy graduates. We will be hiring off of the current employment list.
- Budget – Has been talking with Local 1230 and UCOA officials regarding establishment of a standing budget committee to discuss ongoing budget concerns and how to weather the fiscal storms over the next few years. Commissioner Haynes inquired as to whether the members of the Commission’s Budget Committee could attend these meetings. Chief Richter will notify the members of the next scheduled meeting.

UNFINISHED BUSINESS:

Decision on Weed Abatement Charges:

APN: 238-080-019 – 3148 Lucas Dr., Lafayette: Property owner Mr. Greg Woehrle was in attendance. Commissioner Granados reported on his findings from 1) accompanying Fire Inspector George Laing on a site inspection to the property as requested by the Commissioner at the April 2009 meeting and 2) a thorough review of the Division of Exterior Hazard Division’s file on the parcel. For various reasons, Commissioner Granados is still hesitant to require the property owner to pay the full charge of \$20,086.08 as he and other Commission members find that it may be excessive. Mr. Woehrle offered to provide proof to the Commission of both current and previous years’ charges by his contractor if they would allow him time to get the information together. General discussion by Commission members followed. Commissioner Cunningham then made a motion to table this decision to the August 10, 2009 meeting to allow Mr. Woehrle time to gather the abovementioned information for presentation at the August meeting. Motion was seconded by Commissioner Granados. All in favor, motion carried.

Assistant Chief Grace will also meet with Fire Marshal Rick Carpenter and Fire Inspector Laing to discuss a comparison of contractor charges on parcels of similar size.

NEW BUSINESS:

Nomination and Selection of Chair and Vice Chair for FY 2009/10 – Chairman Chapman opened nominations. Commissioner Cunningham nominated Commissioner Chapman as Chairman, nomination seconded by Commissioner Granados. Commissioner Haynes nominated Commissioner Egan as Vice Chairman, seconded by Commissioner Cunningham. Nominations were accepted. No further nominations were heard. A voice vote was taken. All voted in favor, positions were filled as nominated.

Declaration of Surplus Property – Reports of April 15 and 22, 2009

Reports of April 15 and 22, 2009 consist of two pickup trucks, a generator and computer equipment. Commissioner Haynes made a motion to approve the surplus equipment lists as provided, seconded by Commissioner Fields. All in favor, motion passed.

Discussion Item: NIOSH Report Recommendations/Michele Drive Investigation

Assistant Chief Grace was present to address the current status of the implementation of the recommendations (115 total) enumerated in both the NIOSH Report and the District's internal investigation report. Approximately 20-22 of the recommendations have been completed and nearly 60 others are currently being addressed. He further explained the process involved to implement these recommendations, many of which are training related. Commissioner Fields asked if AC Grace would keep the Commission apprised of the status of the recommendations (i.e., summary of meetings, Steering Committee meeting minutes, etc.). Chief Grace will do so. General discussion followed. It was decided to invite AC Grace to the August 10th meeting to continue this discussion. Commissioner Chappel requested a copy of the time matrix. Chief Grace will provide it for the August meeting.

Review of Existing Roles/Responsibilities of Alternates to Advisory Fire Commission:

Discussion ensued on whether there was a need to amend the current matrix of the role/responsibilities of Alternates members to the Commission. Commissioner Reinhold (Alternate) commented on whether the Alternates could fill the role of any absent, seated Commissioner at a meeting, i.e., interchangeable seats. He believes that this occurs elsewhere but will do some research to clarify if such is really the case. General consensus was that the current matrix should remain as is. Commissioner Haynes then made a motion to leave the present matrix in place, motion seconded by Commissioner Egan. All in favor, motion passed. Chairman Chapman stressed that Commissioners that have Alternates to their position on the Commission continue to maintain good communication with them.

COMMISSIONER COMMENTS:

Commissioner Egan: Will not be attending the August meeting.

Commissioner Cunningham: Commented on a recent visit to Fire Station 11 at the City of Virginia Beach Fire Department recently.

Commissioner Granados: Commented on the Contra Costa County Fire Commissioners Association meeting that he attended on May 28th. He feels that the

low attendance was due to the fact that a recent change in County policy requires our Commission members to now pay for the cost of the dinner (amounting to \$140 per year). The members of the Advisory Fire Commission do not receive compensation for their service.

Commissioner Chapman:

- Commented that he had also attended the Commissioners Association meeting on May 28th and that it was an excellent meeting. He encouraged the Commissioners to attend the next meeting of the Association as the topic will be whether the Association meetings will continue. He feels that the meetings are an excellent source of information/open communication for all members.
- Referenced a previous matter of Commission business dealing with resolution of the installation of fire department locks on railroad property access gates that took an interminable amount of time to resolve. He recently encountered a railroad crew at the site and it took approximately 10 minutes for them to install a fire department lock. Please advise Battalion Chief Warren that the matter is resolved.

Commissioner Fields: None

Commissioner Haynes: Commented on a recent article in the Editorial page of the Contra Costa Times today dealing with A.B. 155 that deals with bankruptcies of cities, counties, special districts, etc. He suggested that members present might want to read the article.

Commissioner Delcollo: Commented that he would be happy to attend the Contra Costa County Fire Commissioners Association meetings without having dinner available. He does not feel that dinner is a necessity in order to conduct Association meetings.

Commissioner Kelly (Alternate): None


Commissioner Chappel (Alternate): None

Commissioner Reinhold (Alternate): None

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

Next Regular Meeting: Monday, August 10, 2009, 7:00 p.m.

All in favor, motion passed. Meeting adjourned at 9:20 p.m.


Vicki Wisner, Recording Secretary