



August 10, 2009

The Advisory Fire Commission met at a regular meeting on Monday, August 10, 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 Walter Fields – Dist. 5 Bill Granados – At Large #2 Ed Haynes – Dist. 3 Melvin Chappel (Alternate – Dist. 5) Dylan Reinhold (Alternate – Dist. 4)
	Interim Fire Chief:	John Ross
	Assistant Chief:	Rich Grace
	Acting Assistant Chief:	Henry Warren
Absent:	Commissioners:	Mike Egan – At Large #1 Don Delcollo – Dist. 1 John Kelly (Alternate – Dist. 3)

SERVICE AWARDS: Fire Captains Jim Howard and Lawrence Nunes were present to receive their 25-year service award.

PUBLIC HEARING:

Chairperson Chapman opened the public hearing. Hearing no objections or protests to the 2009 Abatement Report, the hearing was closed. He then asked for a motion to adopt the "Resolution of Confirmation" confirming the 2009 Abatement Report in the amount of \$134,750.02. Commissioner Haynes moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Cunningham. All in favor, motion carried.

Commissioner Haynes 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 seconded by Commissioner Fields. All in favor, motion carried.

PUBLIC COMMENTS: None

CONSENT ITEMS:

JUNE 8, 2009 MEETING MINUTES:

Commissioner Cunningham made a motion to approve the June 8, 2009 meeting minutes as written. Motion was seconded by Commissioner Fields. All in favor, motion carried.

ACCEPT AND FILE REPORTS:

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

Personnel Report – Reviewed report of August 5, 2009.

Operating Budget – Reviewed report of July 31, 2009.

- Commissioner Cunningham noted that he had learned from the District's Budget Officer that more detailed information relative to the 3600 accounts is available upon request, negating the request at the June meeting to have a representative from County DoIT and General Services appear before the Commission. He commented that he would like to see more detail included in this report from the Budget Officer.
- Commissioner Haynes requested more information regarding amount of encumbrance shown for the following accounts:
 - 2270 – Maintenance-Equipment: \$661K
 - 2281 – Maintenance of Buildings: \$488K
 - 2282 – Grounds Maintenance: \$350K
 - 4953 – Autos and Trucks: \$641K
 - 4956 – Tools & Sundry Equipment: \$85K

Chief Ross will refer this matter to the Budget Officer to provide Commissioner Haynes with this requested information.

Fire Prevention Report – Reviewed June/July 2009 report.

Incident Summary Report – Reviewed June/July 2009 reports.

- June - Commissioner Cunningham gave special mention to Stations 1, 4, 6, 12, 13, 69, 81, 82, 83, 84, 85 and 86 for meeting or exceeding their turn-out time goal for the month.
- July – Commissioner Cunningham gave special mention to Stations 1, 5, 6, 9, 81 and 83 for meeting or exceeding their turn-out time goal for the month.

Suppression Leave Summary - Reviewed April/May 2009 reports.

Community & Media Relations – Reviewed June/July 2009 report.

Correspondence – Reviewed.

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

FIRE CHIEF'S REPORT – Reviewed report of August 3, 2009

- LAFCO/Municipal Service Review (MSR) – Potential/possible consolidation issues and service models were discussed in length.
- Budget – Chief Ross discussed potential cost cutting measures to offset anticipated loss of property tax revenues. General discussion followed on this subject.
- Apparatus – Commissioner Cunningham requested that the members of the Commission's Apparatus Committee be notified of pending purchases - - prior to actual purchase being made. Chief Ross will follow up with BC Ferrara of the District's Apparatus Committee.
- Facilities –
 - Fire Stations 85 (under construction) and 84 (construction pending), Pittsburg: AC Grace mentioned that an issue has arisen regarding the City of Pittsburg wishing to name these new stations in memory of two past Fire Chiefs of their city. The District has received a letter from Mayor Parent indicating their intent to have the free standing frontage sign at each station include the name of Horace Shad Enea (Stn. 85) and Charles Scudero (Stn. 84). Chief Grace has responded with a letter to the Mayor indicating that this would be in direct conflict with existing Fire District policy on memorializing of fire stations.

Commissioner Granados will prepare a letter to be sent to the Board of Supervisors voicing the Commission's opposition to the City's plan. Chairman Chapman encouraged the members of the Commission to visit their respective Supervisor and make them aware of the District's policy which restricts the memorializing of District fire stations only to District employees who have died in the line of duty while responding to or operating at an incident.

UNFINISHED BUSINESS:

Decision on Weed Abatement Charges - APN: 238-080-019 – 3148 Lucas Dr., Lafayette: It was noted that the property owner was not in attendance and had not provided further information from prior years abatement work on the property by his private contractor as he had promised to do at the June 8, 2009 meeting. Commissioner Granados made a motion to reduce the abatement charges (\$20,086.18) on this property by 10 percent. Commissioner Cunningham called for discussion on the motion. Discussion centered on the District not wishing to be in the business of weed abatement but rather encouraging property owners to do their own abatement. It was also emphasized that the District contractor's charges should be competitive.

Commissioner Cunningham felt that photos depicted on pages 7-9 showed discing work to be excessive. Commissioner Granados' motion to reduce the abatement charges by 10 percent was seconded by Commissioner Cunningham. Those opposed were Commissioners Haynes and Cunningham. Those voting in favor were Commissioners Granados, Chapman, and Fields. Motion passed by majority vote.

NEW BUSINESS:

Declaration of Surplus Property – Report of July 27, 2009

Report of July 27, 2009 consists of miscellaneous items from the Supply Division (generator, compressors, furniture, exercise equipment). Commissioner Haynes made a motion to approve the surplus equipment list as provided, seconded by Commissioner Fields. All in favor, motion passed.

Date Changes for October 2009 and October 2010 AFC Meetings

Due to the fact that all labor unions, with the exception of Local 1230 and U.C.O.A., will be observing unpaid furlough hours on October 12, 2009 and October 11, 2010, it will be necessary to change the dates of the regular October 2009 and 2010 meetings of the AFC. Commissioner Fields made a motion to move the aforementioned meetings to the third Monday of the month in October 2009 and 2010. Meeting dates will be October 19, 2009 and October 18, 2010. Motion was seconded by Commissioner Granados. All in favor, motion passed.

Discussion Item: NIOSH Report Recommendations/Michele Drive Investigation

AC Grace commented that the Steering Committee continues to meet. Over 50% of the recommendations have required revision to/development of policies, procedures and training which has been and continues to be labor intensive. He explained the process involved to implement these recommendations. Some of the recommendations are not financially feasible in the near future. An updated matrix of the status of all recommendations will be available shortly and will be mailed to the Commissioners. It was also noted that the NIOSH Report recommendations were incorporated in the District's Michele Drive Investigation Report.

COMMISSIONER COMMENTS:

Commissioner Haynes:

- Revisited the yellow clearance lights issue raised some months ago. He stated that he still observes oncoming engines where the yellow lights are washing out the red warning lights, i.e. Engine 15. It was noted that Chief Richter had advised the Commission after investigating the issue that yellow clearance lights would be replaced on apparatus having this problem. Chief Ross will look into this matter and report back to the Commission.
- Asked for update on Apparatus Shop operations issues. AC Grace responded that things are improving. The Administrative Battalion Chief has been relocated to the Training complex to better oversee Shop operations.

- Inquired if the Commission Budget Committee should be participating in the District's ongoing budget meetings. AC Ross noted that the meetings are open to the members of the Commission's Budget Committee.
- Thanked the Chief and the Assistant Chiefs for all being in attendance at the meeting. Congratulated and complimented Acting Assistant Chief Warren on his recent appointment as the Acting Operations Chief. He is an excellent choice for the position.

Commissioner Fields:

- Welcomed Chief Ross to his new position as Interim Fire Chief. Thanked Assistant Chief Grace and Acting Assistant Chief Warren for their participation at the meeting. Appreciates being kept apprised of current District operations/issues.

Commissioner Cunningham:

- Complimented Engine 8 crew for their excellent work at a fire at 1121 Kaitlin Drive, Concord on June 8th. Felt it was an excellent decision to immediately call for 2-1/2" attack lines instead of jump lines.
- Recent fire at Chimneywood Court, Concord – Was an excellent use of 5" hose lay.
- Quiznos Sandwich Shop, Contra Costa Blvd., Pleasant Hill – Commented on the excellent board-up job done. Was unfortunate though that the fire rekindled and crew had to return to scene.

Commissioner Reinhold (Alternate): None

Commissioner Chappel (Alternate):

- As a fairly new appointee to the Commission, he would like more information on the budget process. Inquired if he could be appointed to the Commission's Budget Committee as this is his area of expertise. General discussion on this issue occurred with the finding that only seated Commissioners are appointed to the three-person committees. If one of the committee members is unable to participate, policy states that the Chair of the Advisory Fire Commission will participate as necessary.

Commissioner Chappel also inquired if members of the Commission could be active participants in the Labor/Management Budget Committee meetings. Commissioner Granados recalled that Chief Richter had previously stated that members of the Commission could attend these joint meetings. It was ultimately concluded that Commissioner Chappel can attend budget committee meetings as an observer and would be available for input upon request.

Commissioner Chapman:

- Concurred with Commissioner Haynes regarding appointment of Battalion Chief Henry Warren to the Acting Operations Chief position.
- Expressed his thanks to Executive Secretary Vicki Wisher for her years of support to the Commission.
- Fire Trail Program – Expressed his concern and disappointment in this year's process of procuring an outside contractor and the lack of timeliness in completing

the grading of fire trails. This is a process that definitely needs fixing in the future to ensure the safety of the public and firefighters and needs to be completed in a timely fashion.

Commissioner Granados: None

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

Next Regular Meeting (Date Change): Monday, October 19, 2009, 7:00 p.m.

All in favor, motion passed. Meeting adjourned at 9:45 p.m.



Vicki Wisler, Recording Secretary