

June 14, 2010

The Advisory Fire Commission met at a regular meeting on Monday, June 14, 2010, at 7:00 p.m. Vice Chairman Egan called the meeting to order and led the salute to the flag.

ROLL CALL:

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| Present: | Commissioners: | Barry Cunningham – District IV Don Delcollo – District I Mike Egan – At Large #1 Walter Fields – District V Bill Granados – District II Ed Haynes – District III Melvin Chappel (Alternate – District V) Dylan Reinhold (Alternate – District IV) |
| | Fire Chief: | Daryl Louder |
| | Assistant Chief: | John Ross |
| Vacancy: | At Large #2 Seat | |

SERVICE AWARDS: The following personnel were present to receive service awards: Captain Pete Aliotti (30 years), Captain Curt Clausen (30 years), Captain John Kipp (20 years), Captain Louis Manzo (20 years), Captain Charles Thomas (20 years), and Senior Dispatcher Gillian Graham (20 years),

PUBLIC COMMENTS:

Appeal of Exterior Hazard Control Division Charges

APN: 237-230-007 – 1701 Hunsaker Canyon Road, Lafayette

Property Owner: John W. Halpin
1701 Hunsaker Canyon Road
Lafayette, CA 94549
(925) 284-4909

Mr. John Halpin was present at this meeting to request an investigation into the charges associated with weed abatement work done by the Fire District's contractor in September/October 2009 on the above parcel. His complaint centered on his belief that approximately 30% of the work exceeded abatement requirements and that the man

hours charged for the work are excessive (as stated in his letter of 6/14/10 and presented to the Commission at this meeting). The Fire District had its contractor perform the required abatement work on the parcel due to noncompliance by the property owner. Total charges appearing on Mr. Halpin's amended 2009/10 Property Tax Bill are \$5,627.66.

Vice Chair Egan noted that an investigation into above stated charges will be opened by District staff. File documents regarding work done on this parcel in 2009 will be requested from the Exterior Hazard Division and distributed to Commission members for review. It was also decided that a representative from the Fire District will contact Mr. Halpin to schedule a site inspection of the parcel and Fire Commissioner Granados will accompany the District representative on such inspection. The investigation findings will be reported to the Commission. This complaint will be agendized for the August 9, 2010 meeting for a decision on the aforementioned charges.

CONSENT ITEMS:

APRIL 12, 2010 MEETING MINUTES:

A name error was noted on Page 2 of the Fire Prevention Report, second paragraph. Commissioner Delcollo made a motion to approve the April 12, 2010 meeting minutes as amended. Motion was seconded by Commissioner Fields. All in favor, motion passed.

ACCEPT AND FILE REPORTS:

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

Personnel Report – Reviewed/discussed report of June 9, 2010.

- Next Firefighter Academy – Chief Louder commented that we are conducting a cost benefit analysis of hiring new firefighter recruits vs. utilizing overtime hires. Based on the current number of firefighter vacancies, he feels that the District needs to at least conduct an exam and establish an eligibility list.
- Chief of Administrative Services vacancy – County Human Resources conducted interviews last week. An eligibility list will be created and department interviews will then be conducted.
- Telecommunications Manager Vacancy – Current contract of Chris Suter expires on June 30, 2010. The District will name an Acting Communications Manager after that date.

Operating Budget – Reviewed/discussed report of May 12, 2010.

Fire Prevention Report – Reviewed/discussed April/May 2010 report.

- Weed Abatement Contract Finalization - Vice Chair Egan inquired if in the absence of a valid weed abatement contract will there be a delay in beginning abatement work in the District. The contract has been awarded to H & N Enterprises but the finalization process continues with County Counsel and final approval by the Board

of Supervisors is expected this month. Commissioner Cunningham inquired if the former contract remains in force until approval of the new contract. Assistant Chief Ross will check into this. Chief Louder does not believe there will be an interruption of service pending the approval of the new contract.

Incident Summary Reports – Reviewed/discussed April and May 2010 reports.

Additional comments:

- Commissioner Haynes is still concerned with turnout times reflected in both reports, with the majority exceeding 1-1/2 minutes. He would like to know if the implementation of the 48/96 work schedule is contributing to these results. Chief Louder commented that we will need to look at a “before and after” analysis to determine if the new work schedule is contributing to turnout time results.
- Mr. Dick Olsen, a Director for the Moraga-Orinda Fire District commented on the recent electrocution incident that occurred at Orinda Village on June 5, 2010.
- April - Commissioner Cunningham gave special mention to Stations 5, 6, 8, 9, 11, 22, 86 and 88 for meeting or exceeding their turn-out time goal for the month.
- May - Commissioner Cunningham gave special mention to Stations 1, 6, 9 and 11 for meeting or exceeding their turn-out time goal for the month.

Suppression Leave Summary - Reviewed/discussed March and April 2010 reports.

Correspondence – None

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

FIRE CHIEF’S REPORT –

- Chief Louder commented that he is honored to have been chosen as the new Fire Chief of the Fire District. He gave a brief summary of his immediate and future plans as to the District’s relationship with its stakeholders and also the District’s budgetary issues and revenue saving plans.
- Fire Trail Program – The District’s fire trails have been surveyed and evaluated by engine companies. Those needing maintenance have been repaired. As a cost savings measure, some of the grading maintenance has been reduced this year. We will consider, on a case by case basis, further maintenance if necessary. Commissioner Granados commented that we need to be aware of any safety concerns to firefighters. Assistant Chief Ross noted that a letter is going out to property owners that explains what work is being done on the trails by the District this year. The reduced maintenance is only for this year. The plan is to return to full maintenance of trails next year.
- Personnel – Is hoping to fill one of the two Battalion Chief vacancies.
- Strategic Plan – Intends to begin the planning process this fall with all stakeholders and identify/prioritize issues and develop methodology as to how to address them in order to prepare the organization for the future.
- Service Level Reduction Plan – An analysis was done prior to his starting employment to identify possible station closures. There are also other external variables that will factor into any decision to reduce service levels.

Commissioner Granados commented on mutual aid support that area refineries can offer. Chief Ross noted that we are in the process of updating our list of mutual aid resources and that he will also be attending the monthly Petrochemical Mutual Aid Organization (P.M.A.O.) meetings on a regular basis.

UNFINISHED BUSINESS:

Status Report: Yellow Clearance Lights on Apparatus

Commissioner Fields commented that the difficulty involved is that it would be necessary to see all five of the affected rigs at night in order to make an adequate assessment. Commissioner Cunningham commented that he spoke to Bill Sayre at the Apparatus Shop and it is his belief that the affected rigs had been corrected. Further discussion on this subject resulted in tabling this issue to a future meeting if the need should arise.

NEW BUSINESS:

Nomination and Selection of Chair and Vice Chair for FY 2010/11:

Commissioner Granados nominated Commissioner Egan as Chairman, nomination seconded by Commissioner Fields. Commissioner Egan nominated Commissioner Granados as Vice Chairman, seconded by Commissioner Cunningham. Commissioner Delcollo moved to close the nominations, seconded by Commissioner Fields. A voice vote was taken. All voted in favor, with positions being filled as nominated. Committee assignments will be designated by new Chairman Mike Egan in the near future.

Discussion Item: Proposed Meeting with Board of Supervisors – Fall 2010:

Commissioner Granados, speaking as liaison to the Board of Supervisors, feels that the Board members are not fully aware of the Commissioners' scope of duties. Two of the Supervisors (I.O.C. members) have expressed an interest in having a full Board meeting with the members of the Commission with the thought of possibly realigning some of the Commission duties. Commissioner Granados suggested that the Commission send a letter to the members of the Board requesting a joint meeting in the fall of this year with the express interest of reviewing the mission and purpose of the Commission. It was agreed that Commissioner Granados will draft the letter on behalf of the Commission and send to the members of the Internal Operations Committee.

COMMISSIONER COMMENTS:

Commissioner Haynes:

Noted that he had attended the recent second-alarm fire on Westmoreland and commented on some of the challenges involved. The crews did a great job in fighting this fire.

Commissioner Delcollo:

Noted that he was having an issue with the District-issued alphanumeric pager, receiving repeated messages. Chief Louder noted that this issue has been cleared up.

Commissioner Fields:

Welcomed Chief Louder to the District and expressed his hope that we will all continue to work together as we face the challenges we are now encountering and those yet ahead. Commissioner Fields also thanked Commissioner Granados for the work he is doing as liaison to the Board of Supervisors.

Commissioner Cunningham:

- Noted that he had attended the second-alarm structure fire on Forest Court, Concord in May. Kudos to all crew members for excellent work at this incident.
- Questioned if the State OES Unit housed at Station 5 will be used for first response for wildland incidents. Assistant Chief Ross noted that it can not operate as a front-line apparatus in the Fire District per agreement with the State.
- Commented on the Water Tender that has been out of service for some time, currently at the Apparatus Shop. It is his understanding that it has been out of service mainly due to a lack of personnel training. Chief Ross will look into this matter.

Commissioner Egan:

- Commented on the recurring issue of delayed response by PG&E crews to incidents when requested. Asked if this matter could be referred to the County Fire Chiefs Association for study/action as he feels that their delayed response is a safety concern to firefighters at incident scenes.
- Illegal Marijuana Grow Operations/Illegal Wiring – Commented on the safety concerns to crews (possible electrocution) responding to incidents at these locations. Chief Ross noted that our crews receive safety information notices on this issue but no specific training has been conducted.
- District Web Site – Would like to see improvements made to the site to improve communications with our stakeholders. Chief Louder commented that this will be addressed as we strive to improve communication with the public on District-related matters.

Commissioner Chappel (Alternate):

Commented on recent news of the possible closure of the Bethel Island fire station. Questioned whether we would be looking at an increase in calls for automatic aid from the East Contra Costa Fire District. Chief Ross noted that we are in consultation with Chief Henderson of that District on this matter and adjustments will be made as necessitated by service changes that may occur.

Commissioner Reinhold (Alternate):

Extended his thanks for a job well done to Assistant Chief John Ross during his tenure as Interim Fire Chief and was appreciative of the communication flow between his office and the Commissioners.

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

Next Regular Meeting: Monday, August 9, 2010, 7:00 p.m.

All in favor, motion passed. Meeting adjourned at 8:40 p.m.

Vicki Wisner, Recording Secretary