MINUTES
June 11, 2012

The Advisory Fire Commission met at a regular meeting on Monday, June 11, 2012, at 7:00 p.m. Chairman Egan called the meeting to order and led the salute to the flag.

ROLL CALL:

Present: Commissioners: Richard Chapman – At Large #2
Barry Cunningham – District IV
Don Delcollo – District I
Mike Egan – At Large #1
Bill Granados – District II
Ed Haynes – District III
Melvin Chappel (Alternate – District V)
Matt Guichard (Alternate – District II)
Dylan Reinhold (Alternate – District IV)

Absent: Commissioners

Fire Chief: Daryl Louder

Walter Fields – District V

PUBLIC COMMENTS: None

CONSENT ITEMS:

APRIL 9, 2012 MEETING MINUTES:

Commissioner Cunningham made a motion to approve the April 9, 2012 meeting minutes as written. Motion was seconded by Commissioner Delcollo. All in favor, motion carried.

ACCEPT AND FILE REPORTS:

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

- Commissioner Haynes pointed out a typographical error on the Personnel Report (Fire Inspector Tom Kronquist was hired May 16, 2002 – not 2012). Secretary Shawn de Leuze will correct.
• Commissioner Chappel inquired as to whether the two new dispatchers transferred from other agencies. Assistant Chief Grace responded that one comes from CalFire and the other is from the Concord Police Department. They are currently in training and would be out on the floor very soon.

• Commissioner Cunningham noted that the dispatchers are not consistently “echoing back” within the last month. AC Grace said he will check on it.

**Operating Budget** – Reviewed/discussed report of May 11, 2012 (Accounting Period 10†). Additional comments:

• Commissioner Cunningham asked if we are skipping needed maintenance of buildings (line item 2281). AC Grace responded that we are doing maintenance on the items that are absolutely necessary but some maintenance is being deferred. Commissioner Cunningham expressed concern that we do not defer something until it becomes more expensive than it would be fixing it today. AC Grace responded that we evaluate as we go.

• Commissioner Haynes questioned line item 4953 (Autos & Trucks). AC Grace explained the money was from a grant and a 20% match came from Facilities – another revenue account.

• Commissioner Egan asked for a definition of line item 1046 (Excess Retirement Benefit) – AC Grace read an explanation provided by Chief of Administrative Services Jackie Lorrekovich. “Internal Revenue Code Section 415 limits the amount of annual retirement benefit an individual can receive from a qualified defined benefit pension plan. The dollar limit is set every year by the IRC. Retirees whose defined benefit allowances are determined to be limited under IRC 415 receive their entire retirement entitlement but the annual total benefit that exceeds the IRC 415 limit is issued as an excess retirement benefit from a separate fund.” Commissioner Egan asked how many people are included. AC Grace responded that he would inquire.

Regarding line item 2271 (Vehicle Repairs), Commissioner Egan asked if we are having to do more repairs because vehicles are not being replaced? AC Grace responded that due to mechanic vacancies, we are sending out vehicles for repair and the labor cost is almost twice as much to outsource.

Commissioner Egan asked why there are year-to-date encumbrances in the Fixed Assets category (4000) with no money appropriated. AC Grace will get an answer.

**Fire Prevention Report** – Reviewed/discussed April/May 2012 report.

**Incident Summary Reports** – Reviewed/discussed February/March 2012 report.

Additional comments:

• April – Commissioner Cunningham gave special mention to Engines 84, 85, and 86 for meeting their turn-out time goal for the month.

• May – Commissioner Cunningham gave special mention to Engines 5, 10, 69, and 84 for meeting or exceeding their turn-out time goal for the month.
• Commissioner Granados asked if there are plans to reprogram the dispatch computers to deal with the destaffing of a Station 6 crew. AC Grace said there would be changes made.
• Commissioner Delcollo inquired as to whether an arrest had been made relative to the carport fires in the El Sobrante and Richmond areas that occurred a number of years ago. AC Grace will check and report back.

Suppression Leave Summary – Reviewed/discussed February 2012 report. Commissioner Haynes commented on the high number of personnel on overtime and asked if mandatory overtime was getting to be a problem. AC Grace responded that the increase is due to vacancies and increased workers’ comp.

Correspondence – Reviewed.

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


UNFINISHED BUSINESS: None

NEW BUSINESS:

Nomination and Selection of Chair and Vice Chair for FY 2012/13
Commissioner Granados nominated Commissioner Egan as Chair, nomination seconded by Commissioner Cunningham. Commissioner Granados nominated Commissioner Haynes as Vice Chair, seconded by Commissioner Cunningham. A voice vote was taken. All voted in favor, with positions being filled as nominated.

COMMISSIONER COMMENTS:

Commissioner Cunningham:
• Appreciates the internal promotion of Kody Kerwin to Communications Manager.
• Would like the Apparatus Committee to be kept informed on plans to change or retire apparatus.

Commissioner Chapman: He had an opportunity to work with Dominic Ciotola and feels he will be an excellent Battalion Chief.

Commissioner Granados: He has been attending the Board of Supervisors’ meetings as well as the Fire Board meetings and believes progress is being made. He stated that it will be important to keep aware of what is happening in the East and West ends of the County.

Commissioner Chappel (Alternate): He is equally concerned about what is happening in the East and West. He is also concerned about the morale of the firefighters.
**Commissioner Delcolla:** No comment.

**Commissioner Haynes:** Inquired as to whether there will be a recruit class. AC Grace responded that the decision was made to wait until after the parcel tax vote in November. He added that candidates have been through portions of the hiring process and they are ready to go.

**Commissioner Reinhold (Alternate):**
No comment.

**Commissioner Guichard (Alternate):** Commissioner Guichard asked what they can do as the Fire Commission to support the parcel tax. Chief Grace responded that once the measure is on the ballot, the District cannot advocate, but he would check and report back.

**NEXT MEETING DATE AND TIME:** Commissioner Egan adjourned the meeting at 8:39 p.m.

Next Regular Meeting: Monday, August 13, 2012 at 7:00 p.m.

[Signature]

Shawn de Leuze, Recording Secretary