The Advisory Fire Commission met at a regular meeting on Monday, March 3, 2014, at 7:00 p.m. Chairman Richard “Tom” Chapman called the meeting to order and led the salute to the flag.

ROLL CALL:

Present: Commissioners: Richard “Tom” Chapman – At Large #2
Barry Cunningham – District IV
Mike Egan – At Large #1
Bill Granados – District II
Ed Haynes – District III
Randall Henderson – District I
Nat Rojanasathira – District V
Melvin Chappel (Alternate – District III)
Erling Horn (Alternate – District II)
Dylan Reinhold (Alternate – District IV)
Jeff Carman

Absent:
None

PUBLIC HEARING:

Chairman Chapman opened the public hearing. Hearing no objections or protests to the February 26, 2014 Abatement Report, the hearing was closed. He then asked for a motion to adopt the “Resolution of Confirmation” confirming the February 26, 2014 Abatement Report in the amount of $27,346.92. Commissioner Haynes moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Cunningham. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

Commissioner Cunningham made an additional motion to have District staff 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 Granados. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).
PUBLIC COMMENTS: None

PRESENTATION OF RECOMMENDED BUDGET REPORT – FY 2014-15

Jackie Lorrekovich, Chief of Administrative Services, was present to give an overview of and answer questions regarding the District’s recommended FY 2014-15 budget. The General Operating Fund 7300 Preliminary Budget for FY 2014-15 is $105,506,230. She noted that the recent awarding of a SAFER grant of $9.6 million will require an adjustment to the budget – most likely an appropriation adjustment after the budget is approved. The budget proposal will be presented to the District’s Board of Directors at their April 22, 2014 meeting. The final budget adoption is slated for May. A general discussion of revenue and expenditure items followed.

Commissioner Haynes made a motion to forward the recommended budget report to the Board of Directors as presented. The motion was seconded by Commissioner Cunningham. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

CONSENT ITEMS:

December 9, 2013 Meeting Minutes:

Commissioner Rojanasathira made a motion to approve the December 9, 2013 meeting minutes. Motion was seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

ACCEPT AND FILE REPORTS:

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

- Chairman Chapman brought to our attention the recent passing of Berkeley Firefighter (and past Con Fire Reserve) Tony Nunez, as well as our own retired Fire Engineer Burt Ellison, “an all-around great guy.”

- Ms. Lorrekovich mentioned that for the first time in her experience, the District’s expenditures are over budget relative to where we are in the fiscal year. We are 58.3% through the fiscal year and have spent 63.8% of the budget. This is largely due to not closing a station in January 2014; and the EMS Squad pilot program. This will likely require an appropriation adjustment of $1 million for not closing a station and overtime adjustments for the EMS Squad. Additionally, she mentioned that line item 2474 (Fire Fighting Supplies) includes the purchase of grant-funded SCBA equipment.
- Chief Carman took a moment to recognize Jackie for her excellent work and it was echoed by the commissioners.
- Chairman Chapman asked Chief Carman if training has occurred to help firefighters recognize grow houses and their hazards. Chief Carman replied that Fire Investigator Victor Massenkoff put together a training program for Operations, as well as holding a recent media event.
- Commissioner Haynes inquired about opportunities to increase fees. Chief Carman replied that the District is exploring several ways to increase revenue to include: Expanding fire training to neighboring agencies; working with colleges to host academies and training/classes; and enterprise fees for the Apparatus Shop, Communications Center, and I.T.

- Commissioners Cunningham and Chappel noted their surprise at the turnout times and inquired if there had been changes as to how response is being measured. Chief Carman responded that the District has been emphasizing improving in areas that we have control over, such as how fast we get out of the station.
- Commissioner Haynes expressed concern about mandatory overtime and hoped the firefighters were not “burning out.” Chief Carman responded that Chief Hartford is keeping an eye on the situation.


Correspondence – Reviewed.

Commissioner Egan made a motion to accept and file reports as written, seconded by Commissioner Rojanasathira. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

- Commissioner Haynes asked Chief Carman if the “fee for service” is implemented, will Medicare be billed. Chief Carman replied that this is currently not allowed by Medicare or Medical but legislation is in the process.
- Commissioner Haynes asked the Chief to report back with the response times in the areas of the closed stations.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Surplus Real Property – Report of February 26, 2014:
Chief Carman noted that due to clerical error, the property descriptions of the properties to be surplused had been reversed. The request to Surplus Real Property will be corrected to reflect that Reserve Station 18 is a 3,530 sq. ft. parcel, with a 924 sq. ft. building; and the Alhambra Valley Parcel (vacant property) is a .61 acre parcel.
Commissioner Haynes made a motion to approve the Surplus Real Property Report of February 26, 2014 as amended. Motion was seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

Surplus Property – Report of February 26, 2014:
Commissioner Granados made a motion to approve the Surplus Property Report of February 26, 2014. Motion was seconded by Commissioner Chapman. Said motion carried by a 6-1 vote (AYES: Chapman, Egan, Granados, Haynes, Henderson, Rojanasathira; NOES: Cunningham).

Discussion Item: Commissioners’ Attendance at City Council Meetings/Events (Rojanasathira): Commissioner Rojanasathira noted that the Battalion Chiefs would be attending city council/community meetings. The commissioners discussed the benefits and their role in attending these meetings. Commissioner Haynes recommended providing statistics to the councils on a quarterly/biannual basis.

COMMISSIONERS’ COMMENTS:

Commissioner Haynes: Requested that discussion of holding monthly Advisory Fire Commission meetings be added to the April 14th agenda.

Commissioner Chappel: Asked Chief Carman about the status of relationships with Richmond Fire and East Contra Costa Fire. Chief Carman responded that he has met with Chief Banks several times. They are committed to working together and may be reevaluating the current contract. He has been meeting with Chief Henderson of East Contra Costa Fire regarding their possible reduction of service down to three engines. Chief Carman added that although the District is paying Pinole for aid, it was discovered that the District is providing 30% more aid. This contract will not be renewed.

Commissioner Granados made a motion to adjourn the meeting; seconded by Commissioner Cunningham. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

Meeting adjourned at 9:35 p.m.

NEXT MEETING DATE AND TIME:
April 14, 2014, 7:00 p.m.

Shawn de Leuze, Recording Secretary