MINUTES
October 12, 2015

The Advisory Fire Commission met at a regular meeting on Monday, October 12, 2015 at 7:00 p.m. Chairman Tom Chapman called the meeting to order and led the salute to the flag.

ROLL CALL:

Present: Commissioners:
Richard “Tom” Chapman – At Large #2
Mike Egan – At Large #1
Debra Galey – District IV
Bill Granados – District II
Ed Haynes – District III
Nat Rojanasathira – District V
Erling Horn (Alternate – District II)

Fire Chief: Jeff Carman

Absent: Melvin Chappel (Alternate – District III)

Chief Carman announced that Alternate Commissioner Melvin Chappel resigned from the Advisory Fire Commission effective October 12, 2015.

PUBLIC HEARINGS:

A. Chairman Chapman opened the public hearing on the October 12, 2015 Report on the Cost of Abatement. Hearing no objections or protests to the October 7, 2015 Abatement Report, the hearing was closed. He then asked for a motion to adopt the “Resolution of Confirmation” confirming the October 7, 2015 Abatement Report in the amount of $106,975.07. Commissioner Egan moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

Commissioner Granados 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 Rojanasathira. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

PUBLIC COMMENTS: None.

CONSENT ITEMS:

August 10, 2015 Meeting Minutes:

Commissioner Granados made a motion to approve the August 10, 2015 meeting minutes. Motion was seconded by Commissioner Egan. Said motion carried by a majority vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

ACCEPT AND FILE REPORTS:

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


Monthly Activity Reports – Reviewed/discussed August and September 2015 reports.

- Commissioner Haynes noted the high number of calls per day for several engine companies, especially those in East County. He expressed concern about the welfare of the firefighters assigned to the busier stations.

- Commissioner Granados commented that there are still Station 21 signs on the fire trails.

Suppression Leave Summary – Reviewed/discussed August and September 2015 reports.

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

**FIRE CHIEF’S REPORT** – Reviewed/discussed report of October 12, 2015.

- Fire Station 70 – Chief Carman added that the District met with the City of San Pablo and they have agreed to tear down Station 70 and rebuild from the ground up on the same site. Estimates are about $4 million. The City has agreed to pay half of the tear down and half of the construction costs.

- Fire Station 16 – Commissioner Haynes asked why re-staffing Station 16 is a priority. Chief Carman replied that many factors were considered, including Station 16’s location in the heart of a very high fire hazard severity zone, increased call volume, as well as its ability to be drawn into the system.

- Command Vehicle Grant – Commissioner Egan expressed concern that there may be duplication with the vans owned by San Ramon Valley Fire and the Sheriff’s Office. Chief Carman replied that each is set up to meet different needs but all can be utilized at a major event.

  Commissioner Chapman commented that the District did not seem to take advantage of grants in the past and asked if there are people actively engaged in pursuing grants. Chief Carman responded that Battalion Chief Atlas has been instrumental in seeking and obtaining grants.

- Ambulance Transport Contract – Commissioner Egan asked if AMR will do the billing as part of the contract. Chief Carman replied that the District awarded the billing contract last week to Intermedix.

  Commissioner Rojanasathira asked who will manage contract performance. Chief Carman replied that the District will retain a consultant to manage oversight of the contract for the first year.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

COMMISSIONERS’ COMMENTS / ITEMS FOR FUTURE AGENDAS:

- Commissioner Rojanasathira noted the heavy fire activity in District 5 and complemented the crews for their excellent work.

Commissioner Granados made a motion to adjourn the meeting; seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira). The meeting was adjourned at 8:38 p.m.

NEXT MEETING DATE AND TIME:

December 14, 2015, 7:00 p.m.

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Shawn de Leuze, Recording Secretary