



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

MINUTES

December 12, 2022

The Advisory Fire Commission met at a regular meeting on Monday, December 12, 2022. Chair Guichard called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Commissioners: Michael Daugelli – District III
Mike Egan – At Large #1
Matthew Guichard – District II
Brian J. Oftedal – At Large #2
Susanna Thompson – At Large Alternate #3

Fire Chief: Lewis T. Broschard III

Absent: Soheila Bana – At Large Alternate #1
Walter Fields – At Large Alternate #2
Debra Galey – District IV
Richard Nakano – District V (arr. 7:09 p.m.)

PUBLIC COMMENTS

None

PUBLIC HEARINGS

A. December 7, 2022 Report on the Cost of Abatement

Chair Guichard opened the public hearing on the December 7, 2022 Report on the Cost of Abatement. Hearing no objections or protests to the December 7, 2022 Abatement Report, the hearing was closed. Chair Guichard then asked for a motion to adopt the Resolution of Confirmation confirming the December 7, 2022 Abatement Report in the amount of \$15,622.97. Commissioner Thompson moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Egan. Motion passed (AYES: Daugelli, Egan, Guichard, Oftedal, Thompson; ABSENT: Bana, Fields, Galey, Nakano).

Commissioner Oftedal 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 Egan. Motion passed (AYES: Daugelli, Egan, Guichard, Oftedal, Thompson; ABSENT: Bana, Fields, Galey, Nakano).

CONSENT ITEMS

- A. October 10, 2022 Meeting Minutes
- B. November 14, 2022 Meeting Minutes
- C. Accept and File Reports:
 - 1. Personnel Report
 - 2. Fire Prevention Reports
 - 3. Monthly Activity Reports
 - 4. Suppression Leave Summary

Commissioner Daugelli made a motion to accept and file all reports. Motion seconded by Commissioner Oftedal. Motion passed (AYES: Daugelli, Egan, Guichard, Oftedal, Thompson; ABSENT: Bana, Fields, Galey, Nakano).

DISCUSSION ITEMS

- A. Follow-up Items
 - 1. Fire Station 4 Operations – Deputy Chief McAlister reported that Station 4 receives approximately two calls per day. However, since the reopening, Station 4 crews have been able to assist throughout Walnut Creek; and the need for mutual aid from San Ramon has decreased.
 - 2. East Contra Costa Operations – Deputy Chief McAlister reported that staffing in Battalion 9, including Station 95 (formerly 55), includes recent Academy graduates. Old and new personnel, including former East County staff, are blending together and taking advantage of opportunities to learn from each other.
 - 3. Electric Vehicles – Deputy Chief McAlister reported that the District is learning a great deal as we work to integrate the electric vehicles into our fleet. County policy requires that we explore this option for non-Code 3 vehicles. We will be evaluating the vehicles as part of our fleet replacement plan.
- B. Revised Bylaws

Chief Broschard clarified that the only section that changed with the most recent revision was the section on Committees.

C. Declaration of Surplus Equipment – Report of November 28, 2022

Commissioner Daugelli made a motion to approve the surplus of equipment listed on the declaration reports of November 28, 2022. Motion seconded by Commissioner Egan. Motion passed (AYES: Daugelli, Egan, Guichard, Oftedal, Thompson; ABSENT: Bana, Fields, Galey, Nakano).

D. 2022 Annual Report

After reviewing the draft 2022 Annual Report, Commissioner Oftedal made a motion to update as discussed and submit the 2022 Annual Report as prepared. Motion seconded by Commissioner Egan. Motion passed (AYES: Daugelli, Egan, Guichard, Oftedal, Thompson; ABSENT: Bana, Fields, Galey, Nakano).

E. 2023 Meeting Schedule

After reviewing the proposed 2023 Meeting Schedule, Commissioner Daugelli made a motion to accept the 2023 Meeting Schedule. Motion seconded by Commissioner Thompson. Motion passed (AYES: Daugelli, Egan, Guichard, Oftedal, Thompson; ABSENT: Bana, Fields, Galey, Nakano).

FIRE CHIEF'S REPORT

Reviewed/discussed the December 12, 2022 Fire Chief's report.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

None.

NEXT MEETING DATE AND TIME

The next Regular meeting is scheduled for February 13, 2023, 7:00 p.m.

Meeting adjourned at 8:14 p.m.



Latonia Ellingberg, Recording Secretary