



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

MINUTES

August 14, 2023

The Advisory Fire Commission met at a regular meeting on Monday, August 14, 2023. Chair Guichard called the meeting to order at 7:00 p.m. and led the salute to the flag.

ROLL CALL

Present: Commissioners: Matthew Guichard – District II
Susanna Thompson – District III
Don Mayo – District IV
Richard Nakano – District V
Mike Egan – At Large #1
Brian Oftedal – At Large #2
Mark DeMarce – At Large Alternate #1
Donn Walklet – At Large Alternate #2

Deputy Fire Chief: Brian Helmick

WELCOME AND INTRODUCTION OF NEW COMMISSIONER

Chair Guichard introduced Don Mayo and welcomed him to the Commission.

SERVICE AWARD PRESENTATIONS

Deputy Chief Helmick presented Battalion Chief Jeff Burriss with his 35-year service award pin.

Deputy Chief Helmick presented Fire Captain-Paramedic Dave Manzeck with his 20-year service award pin.

PUBLIC COMMENTS

None.

PUBLIC HEARINGS

A. August 9, 2023 Report on the Cost of Abatement

Chair Guichard opened the public hearing on the August 9, 2023 Report on the Cost of Abatement. Hearing no objections or protests to the August 9, 2023 Abatement Report, the hearing was closed. Chair Guichard then asked for a motion to adopt the Resolution of Confirmation confirming the August 9, 2023 Abatement Report in the amount of \$36,460.40. Commissioner Thompson moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by

Commissioner Egan. Motion passed (AYES: Egan, Guichard, Mayo, Nakano, Oftedal, Thompson, Walklet; ABSENT: None).

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 Thompson. Motion passed (AYES: Egan, Guichard, Mayo, Nakano, Oftedal, Thompson, Walklet; ABSENT: None).

B. Hearing on Abatement Orders

Chair Guichard opened the Hearing on Abatement Orders for all properties listed in Exhibit 1, dated August 14, 2023.

A representative for Line 6 of Exhibit 1 appeared and requested more time to abate their property. Assistant Chief / Fire Marshal Bachman granted the requestor additional time, through September 11, 2023.

There were no additional property owners in attendance representing any of the remaining 89 properties listed in Exhibit 1.

Chair Guichard closed the hearing and asked for a motion to uphold and enforce 89 of 90 abatement orders listed in Exhibit 1. Commissioner Nakano made a motion to uphold and enforce all abatement orders listed in Exhibit 1. Motion seconded by Commissioner Mayo. Motion passed (AYES: Egan, Guichard, Mayo, Nakano, Oftedal, Thompson, Walklet; ABSENT: None).

CONSENT ITEMS

A. June 12, 2023 Meeting Minutes

Commissioner Nakano made a motion to accept and file the June 12, 2023 minutes. Motion seconded by Commissioner Oftedal. Motion passed (AYES: Egan, Guichard, Nakano, Oftedal, Thompson, Walklet; ABSTAIN: Mayo; ABSENT: None)

B. July 10, 2023 Meeting Minutes

Commissioner Thompson made a motion to accept and file the July 10, 2023 minutes. Motion seconded by Commissioner Oftedal. Motion passed (AYES: Egan, Guichard, Nakano, Oftedal, Thompson, Walklet; ABSTAIN: Mayo; ABSENT: None).

C. Accept and File Reports:

1. Personnel Report

2. Fire Prevention Report
3. Monthly Activity Reports
4. Suppression Leave Summary

Commissioner Nakano made a motion to accept and file all reports. Motion seconded by Commissioner Oftedal. Motion passed (AYES: Egan, Guichard, Mayo, Nakano, Oftedal, Thompson, Walklet; ABSENT: None).

DISCUSSION ITEMS

A. Declaration of Surplus Equipment – Report of July 26, 2023

Commissioner Thompson made a motion to approve the surplus of equipment listed on the declaration report of July 26, 2023. Motion seconded by Commissioner Oftedal. Motion passed (AYES: Egan, Guichard, Mayo, Nakano, Oftedal, Thompson, Walklet; ABSENT: None).

B. Nomination and Selection of Chair and Vice Chair for FY 2023/24

Chair Guichard made a motion to nominate Vice Chair Nakano as Chair. Motion seconded by Commissioner Egan. Motion passed (AYES: Egan, Guichard, Mayo, Nakano, Oftedal, Thompson, Walklet; ABSENT: None).

Commissioner Thompson made a motion to nominate Commissioner Oftedal as Vice Chair. Motion seconded by Commissioner Egan. Motion passed (AYES: Egan, Guichard, Mayo, Nakano, Oftedal, Thompson, Walklet; ABSENT: None).

FIRE CHIEF'S REPORT

Reviewed/discussed the August 14, 2023 Fire Chief's report.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

Commissioner Mayo: What can we learn from the Maui fires and apply here?

Commissioner Guichard: What plans does the Fire District have in place for that kind of incident?

Commissioner Nakano: Are there also lessons we can learn from the Berkeley Hills fire which might be a better comparison due to the high winds?

Commissioner Guichard: Who is responsible for maintenance and testing of fire hydrants?

Commissioners Guichard and Mayo: Zonehaven update

Commissioner DeMarce asked if there were any calls to the number the District provided to report illegal fireworks. Assistant Chief / Fire Marshal Bachman reported that all such calls went directly to the police departments.

NEXT MEETING DATE AND TIME

The next Special meeting is scheduled for September 11, 2023, 7:00 p.m.

The next Regular meeting is scheduled for October 9, 2023, 7:00 p.m.

Meeting adjourned at 8:23 p.m.



Latonia Ellingberg, Recording Secretary