



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

MINUTES

December 11, 2023

The Advisory Fire Commission met at a regular meeting on Monday, December 11, 2023. Vice Chair Oftedal 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
Mike Egan – At Large #1
Brian Oftedal – At Large #2
Mark DeMarce – At Large Alternate #1

Fire Chief: Lewis Broschard

Absent: Richard Nakano – District V
Donn Walklet – At Large Alternate #2

PRESENTATION OF SERVICE AWARDS

Fire Chief Broschard presented Fire EMS Chief Xon Burris, Jr. with his 20-year service award pin.

PUBLIC COMMENTS

None.

PUBLIC HEARINGS

A. December 6, 2023 Report on the Cost of Abatement

Vice Chair Oftedal opened the public hearing on the December 6, 2023 Report on the Cost of Abatement. Hearing no objections or protests to the December 6, 2023 Abatement Report, the hearing was closed. Vice Chair Oftedal then asked for a motion to adopt the Resolution of Confirmation confirming the December 6, 2023 Abatement Report in the amount of \$111,621.87. Commissioner Egan moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Mayo. Motion passed (AYES: DeMarce, Guichard, Mayo, Egan, Oftedal, Thompson; ABSENT: Nakano, Walklet).

Commissioner DeMarce 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: DeMarce, Guichard, Mayo, Egan, Oftedal, Thompson; ABSENT: Nakano, Walklet).

B. Hearing on Abatement Orders

Vice Chair Oftedal opened the Hearing on Abatement Orders for all properties listed in Exhibit 1, dated December 11, 2023.

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

As explained by Assistant Chief/Fire Marshal Bachman, since the abatement season has ended, the six properties will be added to the first list of abatement orders in 2024. Therefore, it was not necessary to take a vote to uphold and enforce the abatement orders.

CONSENT ITEMS

A. October 9, 2023 Meeting Minutes

Commissioner Mayo made a motion to accept and file the October 9, 2023 minutes. Motion seconded by Commissioner Egan. Motion passed (AYES: DeMarce, Guichard, Mayo, Egan, Oftedal, Thompson; ABSENT: Nakano, Walklet).

B. November 13, 2023 Meeting Minutes

Commissioner Guichard made a motion to accept and file the November 13, 2023 minutes. Motion seconded by Commissioner DeMarce. Motion passed ((AYES: DeMarce, Guichard, Mayo, Egan, Oftedal, Thompson; ABSENT: Nakano, Walklet).

C. Accept and File Reports:

1. Personnel Report
2. Fire Prevention Reports

Commissioner Thompson made a motion to accept and file all reports. Motion seconded by Commissioner Guichard. Motion passed (AYES: DeMarce, Guichard, Mayo, Egan, Oftedal, Thompson; ABSENT: Nakano, Walklet).

DISCUSSION ITEMS

- A. Lithium Ion Battery Fires – Assistant Chief/Fire Marshal Bachman reported that the District's Information Systems department ran a report that did not yield much

information. Going forward, the District will be able to identify all different types of fires and not just transient fires.

B. Declaration of Surplus Equipment – Report of December 1, 2023

Commissioner Mayo made a motion to approve the surplus of equipment listed on the declaration report of December 1, 2023. Motion seconded by Commissioner Thompson. Motion passed (AYES: DeMarce, Guichard, Mayo, Egan, Oftedal, Thompson; ABSENT: Nakano, Walklet).

C. 2023 Annual Report

After discussion, Commissioner Egan made a motion to accept and submit the 2023 annual report. Motion seconded by Commissioner DeMarce. Motion passed (AYES: DeMarce, Guichard, Mayo, Egan, Oftedal, Thompson; ABSENT: Nakano, Walklet).

D. Proposed 2024 Meeting Schedule

Commissioner Thompson made a motion to accept the proposed 2024 meeting schedule. Motion seconded by Commissioner Mayo. Motion passed (AYES: DeMarce, Guichard, Mayo, Egan, Oftedal, Thompson; ABSENT: Nakano, Walklet).

FIRE CHIEF'S REPORT

Reviewed/discussed the October 9, 2023 Fire Chief's report.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

Commissioner Thompson continues to be impressed by the response speed of the District's board up contractor.

Commissioner Oftedal was very pleased with Station 92's execution of his public education request.

NEXT MEETING DATE AND TIME

The next Regular meeting is scheduled for February 12, 2024, 7:00 p.m.

The next Special meeting is scheduled for April 8, 2024, 7:00 p.m.

Meeting adjourned at 8:16 p.m.



Latonia Ellingberg, Recording Secretary