

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

Meeting Location: 2945 Treat Blvd., Concord
(925) 941-3300

AGENDA

MONDAY
April 17, 2017
7:00 PM

- I. Pledge of Allegiance and Roll Call
- II. Public Comments Period
- III. Consider Consent Items:
 - A. Approval of February 27, 2017 Meeting Minutes
 - B. Accept and File Reports:
 1. Personnel Report
 2. Operating Budget
 3. Fire Prevention Report
 4. Monthly Activity Reports
 5. Suppression Leave Summary
- IV. Fire Chief's Report and Presentation of 2017 Operational Plan
- V. New Business:
 - A. Discuss Naming of Fire Stations
- VI. Commissioners' Comments / Items for Future Agendas
- VII. Next Regular Meeting Date and Time – June 12, 2017, 7:00 p.m.

Assistance for Persons with Disabilities: The Contra Costa County Fire Protection District Advisory Fire Commission (CCCFPD AFC) will provide reasonable accommodations for persons with disabilities planning to attend CCCFPDAFC meetings who contact the Executive Secretary at least 24 hours before the meeting at (925) 941-3318.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Fire District staff to a majority of members of the CCCFPDAFC less than 72 hours prior to that meeting are available for public inspection at 2010 Geary Road, Pleasant Hill, CA 94523 during normal business hours.



MINUTES

February 27, 2017

The Advisory Fire Commission met at a regular meeting on Monday, February 27, 2017 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 Walter Fields (Alternate – District V)
	Absent:	Nat Rojanasathira – District V Erling Horn (Alternate – District II)
	Fire Chief:	Jeff Carman

SERVICE AWARDS

Fire Captain Dennis Jerge was present to receive his 15-year service award pin.

PUBLIC COMMENTS

None

PRESENTATION OF RECOMMENDED BUDGET REPORT – FY 2017-18

Jackie Lorrekovich, Chief of Administrative Services, was present to give an overview of and answer questions regarding the District's recommended preliminary FY 2017-18 budget.

Commissioner Granados made a motion to accept and forward the budget as presented. Motion was seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Fields).

CONSENT ITEMS

A. December 12, 2016 Meeting Minutes:

Commissioner Egan made a motion to approve the December 12, 2016 meeting minutes. Motion was seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Fields).

B. Accept and File Reports:

1. Personnel Report – Reviewed/discussed report of February 27, 2017.
2. Operating Budget – Reviewed/discussed reports of December 2016 and January 2017.
3. Fire Prevention Report – Reviewed/discussed February 27, 2017 report.
4. Monthly Activity Reports – Reviewed/discussed December 2016 and January 2017 reports.
5. Suppression Leave Summary – Reviewed/discussed December 2016 and January 2017 reports.
6. Correspondence – Reviewed

Commissioner Granados 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, Fields).

FIRE CHIEF'S REPORT – Reviewed/discussed February 27, 2017 report.

NEW BUSINESS

A. Declaration of Surplus Equipment – Report of February 27, 2017.

Commissioner Granados made a motion to approve the surplus of equipment listed on the declaration report of February 27, 2017. Motion was seconded by Commissioner Fields. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Fields).

B. Discuss and Approve Advisory Fire Commission 2016 Annual Report

Commissioner Granados made a motion to approve the Advisory Fire Commission 2016 Annual Report with amendments as discussed. Motion was seconded by Commissioner Fields. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Fields).

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

- Commissioner Fields gave kudos to Chief Carman and noted that there is a seemingly renewed pride among staff along with a mentality that management cares about District employees. He encouraged Chief Carman to keep the transport staff in mind and corral their enthusiasm because, even as contract employees, they can add value to the system.
- Commissioners Chapman, Egan, and Granados commented on the success of the Academy #50 graduation ceremony and noted that the caliber of our recruits continues to increase.

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, Fields).

Meeting adjourned at 8:33 p.m.

NEXT MEETING DATE AND TIME

April 10, 2017, 7:00 p.m.

Latonia Ellingberg, Recording Secretary



TO: Advisory Fire Commission
 FROM: Jackie Lorrekovich, Chief of Administrative Services
 SUBJECT: Personnel Report
 DATE: April 17, 2017

SERVICE AWARDS

20-YEAR

Deanna Fister	Fire Inspector II	04-07-97
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PROMOTIONS

Mike Quesada	Battalion Chief	04-01-17
Tim Gleeson	Fire Captain	04-01-17
Charles "Chuck" Stark	Battalion Chief	04-02-17

RETIREMENTS

Mike Eglite	Battalion Chief	02-01-88	03-31-17
Keith Cormier	Battalion Chief	01-01-88	03-30-17
Ed Estrada	Fire Captain	01-06-92	03-30-17

RESIGNATIONS

Dan Colbath	Fire Engineer	03-13-17
Maurice Howell	Fire Captain	03-13-17

SEPARATIONS

Andrew Desmond	Fire Engineer	03-10-17
		(Involuntary Termination)

DEMOTIONS

Lontavious Johnson	Firefighter	03-10-17
		(Involuntary Demotion from Fire Engineer)

NEW HIRES

Blaine Christiansen	Firefighter	03-01-17
		(Re-Employment)

SUPPRESSION STAFFING VACANCIES*

	Minimum Staffing	Current Staffing	Vacancies
Fire Captain	78	76	2
Fire Engineer	81	67	14
Firefighter	81	92	(11)
TOTAL	240	235	5

* The suppression staffing report reflects full staffing at 26 fire companies and one squad.

CCCFPD General Fund Expenditures Summary
FY 2016-17 Period 8 (as of 3/13/2017)

Dept	Obj	Sub Obj	Description	Appropriation	Adj	Expenditures	Encumbr	Balance	% Used
0952	6000	6201	GENERAL INVENTORY CLEAR	0	0	407,499	0	(407,499)	
0952	6000	6203	FUEL INVENTORY CLEARING	0	0	78,465	0	(78,465)	
0952	6000	6205	PARTS INVENTORY CLEARING	0	0	417,473	0	(417,473)	
		6000 Total		0	0	903,437	0	(903,437)	
7300	1000	1011	PERMANENT SALARIES	37,497,693	0	24,581,678	0	12,916,015	65.56%
7300	1000	1013	TEMPORARY SALARIES	275,000	0	214,644	0	60,356	78.05%
7300	1000	1014	PERMANENT OVERTIME	9,646,160	0	7,345,292	0	2,300,868	76.15%
7300	1000	1015	DEFERRED COMP CTY CONTRB	29,580	0	16,158	0	13,422	54.63%
7300	1000	1019	COMP & S D I RECOVERIES	0	0	(316,840)	0	316,840	
7300	1000	1042	F.I.C.A.	710,710	0	469,267	0	241,443	66.03%
7300	1000	1044	RETIREMENT EXPENSE	24,863,020	0	15,680,493	0	9,182,527	63.07%
7300	1000	1046	EXCESS RETIREMENT BENEFIT	53,000	0	79,877	0	(26,877)	150.71% (1)
7300	1000	1060	EMPLOYEE GROUP INSURANCE	5,983,500	0	3,589,612	0	2,393,888	59.99%
7300	1000	1061	RETIREE HEALTH INSURANCE	5,637,000	0	3,470,517	0	2,166,483	61.57%
7300	1000	1062	OPEB PRE-PAY	1,959,289	0	979,645	0	979,645	50.00%
7300	1000	1063	UNEMPLOYMENT INSURANCE	0	0	10,611	0	(10,611)	
7300	1000	1070	WORKERS COMPENSATION INS	5,004,440	0	3,226,674	0	1,777,766	64.48%
		1000 Total		91,659,392	0	59,347,628	0	32,311,764	64.75%
7300	2000	2100	OFFICE EXPENSE	143,910	0	60,476	0	83,434	42.02%
7300	2000	2102	BOOKS-PERIODICCLS-SUBSCRPT	29,025	0	18,415	0	10,610	63.45%
7300	2000	2103	POSTAGE	0	0	31	0	(31)	
7300	2000	2110	COMMUNICATIONS	579,750	0	441,928	0	137,822	76.23%
7300	2000	2120	UTILITIES	498,930	0	332,088	0	166,842	66.56%
7300	2000	2130	SMALL TOOLS & INSTRUMENTS	52,898	0	22,046	0	30,852	41.68%
7300	2000	2131	MINOR FURNITURE/EQUIPMENT	451,312	0	184,606	0	266,706	40.90%
7300	2000	2132	MINOR COMPUTER EQUIPMENT	382,550	0	165,905	55	216,590	43.37%
7300	2000	2140	MEDICAL & LAB SUPPLIES	162,200	0	102,249	0	59,951	63.04%
7300	2000	2150	FOOD	31,450	0	20,779	0	10,671	66.07%
7300	2000	2160	CLOTHING & PERSONAL SUPPL	543,398	0	340,287	0	203,111	62.62%
7300	2000	2170	HOUSEHOLD EXPENSE	290,730	0	171,128	0	119,602	58.86%
7300	2000	2190	PUBLICATNS & LEGL NOTICES	6,200	0	2,725	0	3,475	43.96%
7300	2000	2200	MEMBERSHIPS	13,730	0	11,738	0	1,992	85.49%
7300	2000	2250	RENTS & LEASES -EQUIPMENT	407,350	0	274,651	0	132,699	67.42%
7300	2000	2251	COMPUTER SOFTWARE COST	352,388	0	178,106	0	174,282	50.54%
7300	2000	2260	RENTS & LEASES -PROPERTY	5,300	0	2,184	0	3,116	41.20%
7300	2000	2270	MAINTENANCE -EQUIPMENT	240,745	0	118,815	0	121,930	49.35%
7300	2000	2271	VEHICLE REPAIRS	674,650	0	649,540	0	25,110	96.28%
7300	2000	2272	VEHICLE FUEL/OIL	418,000	0	202,915	0	215,085	48.54%
7300	2000	2273	CNTRL GARAGE TIRES	150,000	0	28,699	0	121,301	19.13%
7300	2000	2276	MNTN RADIO-ELECTRON EQUIP	0	0	15	0	(15)	
7300	2000	2281	MAINTENANCE OF BUILDINGS	1,560,182	0	442,719	0	1,117,463	28.38%
7300	2000	2282	GROUND MAINTENANCE	629,230	0	285,121	0	344,109	45.31%
7300	2000	2300	TRANSPORTATION AND TRAVEL	10,000	0	5,936	0	4,064	59.36%
7300	2000	2301	AUTO MILEAGE EMPLOYEES	3,000	0	1,043	0	1,957	34.77%
7300	2000	2303	OTHER TRAVEL EMPLOYEES	382,550	0	84,491	0	298,059	22.09%
7300	2000	2310	NON CNTY PROF SPLCD SVCS	1,296,504	0	584,661	0	711,843	45.10%
7300	2000	2314	CONTRACTED TEMPORARY HELP	10,000	0	24,613	12,245	(26,859)	246.13% (2)
7300	2000	2331	GSD COURIER SERVICE	1,963	0	0	0	1,963	0.00%
7300	2000	2360	INSURANCE	0	0	71	0	(71)	
7300	2000	2467	TRAINING & REGISTRATIONS	0	0	8,399	0	(8,399)	
7300	2000	2474	FIRE FIGHTING SUPPLIES	905,590	0	499,771	0	405,819	55.19%
7300	2000	2477	ED SUPPLIES AND COURSES	46,650	0	30,122	0	16,528	64.57%
7300	2000	2479	OTHER SPECIAL DPMTAL EXP	22,672	0	5,768	0	16,904	25.44%
7300	2000	2490	MISC SERVICES & SUPPLIES	36,346	0	15,860	0	20,486	43.64%
		2000 Total		10,339,203	0	5,317,900	12,300	5,009,003	51.43%

**CCCFPD General Fund Expenditures Summary
FY 2016-17 Period 8 (as of 3/13/2017)**

7300	3000	3505	RETIRE OTH LONG TERM DEBT	1,250,814	300,000	1,550,814	0	(0)	100.00%
7300	3000	3515	INT ON OTH LONG TERM DEBT	234,700	0	234,700	0	0	100.00%
7300	3000	3520	INT ON NOTES & WARRANTS	0	0	170	0	(170)	
7300	3000	3530	TAXES & ASSESSMENTS	36,000	0	27,593	0	8,407	76.65%
7300	3000	3611	INTERFUND EXP - GOV/GOV	2,189,304	0	1,526,313	0	662,991	69.72%
7300	3000	3614	DOIT PHONE EXCHANGE	65,268	0	43,714	0	21,554	66.98%
7300	3000	3615	DOIT DATA PROC SVCS	167,322	0	109,425	0	57,897	65.40%
7300	3000	3616	DOIT DATA PROC SUPPLY	2,000	0	2,319	0	(319)	115.95% (3)
7300	3000	3617	DOIT MNTN RADIO EQMT	75,000	0	24,836	0	50,164	33.11%
7300	3000	3618	DOIT OTHER TELCOM CHARGES	8,909	0	6,270	0	2,639	70.38%
7300	3000	3619	GEN SVC-BLDG OCPNCY COSTS	12,553	0	9,525	0	3,028	75.88%
7300	3000	3620	GEN SVC-REQUESTED MNTCE	20,616	0	4,916	0	15,700	23.85%
7300	3000	3622	GEN SVC-OTHER GS CHARGES	179,992	0	479,326	0	(299,334)	266.30% (4)
7300	3000	3626	INFO SECURITY CHG	26,169	0	17,446	0	8,723	66.67%
		3000 Total		4,268,647	300,000	4,037,367	0	531,280	88.37%
7300	4000	4707	000-TRAINING TOWER RESTOR	0	0	7,462	0	(7,462)	
7300	4000	4951	OFFICE EQUIP & FURNITURE	60,000	0	13,410	0	46,590	22.35%
7300	4000	4952	INSTITUTIONL EQUIP & FURN	0	16,310	16,310	0	0	100.00%
7300	4000	4953	AUTOS & TRUCKS	141,000	1,456,875	975,070	648,928	(26,124)	61.02%
7300	4000	4954	MEDICAL & LAB EQUIPMENT	50,000	0	0	0	50,000	0.00%
7300	4000	4955	RADIO & COMMUNICATN EQUIP	130,000	0	36,076	0	93,924	27.75%
7300	4000	4956	TOOLS & SUNDRY EQUIPMENT	466,000	0	46,870	0	419,130	10.06%
		4000 Total		847,000	1,473,185	1,095,199	648,929	576,057	47.20%
7300	5000	5011	REIMBURSEMENTS-GOV/GOV	14,069,608	0	14,069,619	0	(11)	100.00%
7300	5000	5016	TRANSFERS - GOV/GOV	2,603,495	0	2,603,495	0	0	100.00%
		5000 Total		16,673,103	0	16,673,114	0	(11)	100.00%
7300	6000	6205	PARTS INVENTORY CLEARING	0	0	0	0	0	
		6000 Total		0	0	0	0	0	
		Grand Total		123,787,345	1,773,185	87,374,645	661,229	37,524,656	69.59%

- (1) For pension costs exceeding statutory limits imposed on CCCERA.
- (2) Temporary help for policy revision project and FPB.
- (3) VPN tokens for remote network access.
- (4) Asphalt repair at Training grounds and fire stations.

CCCFPD General Fund Expenditures Summary
FY 2016-17 Period 7 (as of 2/13/2017)

Dept	Obj	Sub Obj	Description	Appropriation	Adj	Expenditures	Encumbr	Balance	% Used
0952	6000	6201	GENERAL INVENTORY CLEAR	0	0	85,511	0	(85,511)	
0952	6000	6203	FUEL INVENTORY CLEARING	0	0	19,094	0	(19,094)	
0952	6000	6205	PARTS INVENTORY CLEARING	0	0	19,976	0	(19,976)	
	6000	Total		0	0	124,581	0	(124,581)	
7300	1000	1011	PERMANENT SALARIES	37,497,693	0	21,484,104	0	16,013,589	57.29%
7300	1000	1013	TEMPORARY SALARIES	275,000	0	186,011	0	88,989	67.64%
7300	1000	1014	PERMANENT OVERTIME	9,646,160	0	6,481,211	0	3,164,949	67.19%
7300	1000	1015	DEFERRED COMP CTY CONTRB	29,580	0	14,128	0	15,452	47.76%
7300	1000	1019	COMP & S D I RECOVERIES	0	0	(260,523)	0	260,523	
7300	1000	1042	F.I.C.A.	710,710	0	411,076	0	299,634	57.84%
7300	1000	1044	RETIREMENT EXPENSE	24,863,020	0	13,657,438	0	11,205,582	54.93%
7300	1000	1046	EXCESS RETIREMENT BENEFIT	53,000	0	79,877	0	(26,877)	150.71% (1)
7300	1000	1060	EMPLOYEE GROUP INSURANCE	5,983,500	0	3,133,472	0	2,850,028	52.37%
7300	1000	1061	RETIREE HEALTH INSURANCE	5,637,000	0	3,033,295	0	2,603,705	53.81%
7300	1000	1062	OPEB PRE-PAY	1,959,289	0	979,645	0	979,645	50.00%
7300	1000	1063	UNEMPLOYMENT INSURANCE	0	0	11,001	0	(11,001)	
7300	1000	1070	WORKERS COMPENSATION INS	5,004,440	0	2,825,936	0	2,178,504	56.47%
	1000	Total		91,659,392	0	52,036,670	0	39,622,722	56.77%
7300	2000	2100	OFFICE EXPENSE	143,910	0	55,341	0	88,569	38.46%
7300	2000	2102	BOOKS-PERIODICLS-SUBSCRPT	29,025	0	16,015	0	13,010	55.18%
7300	2000	2103	POSTAGE	0	0	31	0	(31)	
7300	2000	2110	COMMUNICATIONS	579,750	0	386,877	0	192,873	66.73%
7300	2000	2120	UTILITIES	498,930	0	299,902	0	199,028	60.11%
7300	2000	2130	SMALL TOOLS & INSTRUMENTS	52,898	0	13,510	0	39,388	25.54%
7300	2000	2131	MINOR FURNITURE/EQUIPMENT	451,312	0	174,863	0	276,449	38.75%
7300	2000	2132	MINOR COMPUTER EQUIPMENT	382,550	0	162,212	55	220,283	42.40%
7300	2000	2140	MEDICAL & LAB SUPPLIES	162,200	0	97,116	0	65,084	59.87%
7300	2000	2150	FOOD	31,450	0	16,550	0	14,900	52.62%
7300	2000	2160	CLOTHING & PERSONAL SUPPL	543,398	0	312,764	0	230,634	57.56%
7300	2000	2170	HOUSEHOLD EXPENSE	290,730	0	159,754	0	130,976	54.95%
7300	2000	2190	PUBLICATNS & LEGL NOTICES	6,200	0	2,725	0	3,475	43.96%
7300	2000	2200	MEMBERSHIPS	13,730	0	9,238	0	4,492	67.28%
7300	2000	2250	RENTS & LEASES -EQUIPMENT	407,350	0	245,050	0	162,300	60.16%
7300	2000	2251	COMPUTER SOFTWARE COST	352,388	0	178,176	0	174,212	50.56%
7300	2000	2260	RENTS & LEASES -PROPERTY	5,300	0	1,953	0	3,347	36.84%
7300	2000	2270	MAINTENANCE -EQUIPMENT	240,745	0	107,074	0	133,671	44.48%
7300	2000	2271	VEHICLE REPAIRS	674,650	0	576,477	0	98,173	85.45%
7300	2000	2272	VEHICLE FUEL/OIL	418,000	0	202,617	0	215,383	48.47%
7300	2000	2273	CNTRL GARAGE TIRES	150,000	0	21,880	0	128,120	14.59%
7300	2000	2276	MNTN RADIO-ELECTRON EQUIP	0	0	15	0	(15)	
7300	2000	2281	MAINTENANCE OF BUILDINGS	1,560,182	0	406,093	0	1,154,089	26.03%
7300	2000	2282	GROUNDS MAINTENANCE	629,230	0	250,855	0	378,375	39.87%
7300	2000	2300	TRANSPORTATION AND TRAVEL	10,000	0	5,936	0	4,064	59.36%
7300	2000	2301	AUTO MILEAGE EMPLOYEES	3,000	0	799	0	2,201	26.62%
7300	2000	2303	OTHER TRAVEL EMPLOYEES	382,550	0	75,065	0	307,485	19.62%
7300	2000	2310	NON CNTY PROF SPCLZD SVCS	1,296,504	0	558,928	0	737,576	43.11%
7300	2000	2314	CONTRACTED TEMPORARY HELP	10,000	0	18,668	18,191	(26,859)	186.68% (2)
7300	2000	2331	GSD COURIER SERVICE	1,963	0	0	0	1,963	0.00%
7300	2000	2360	INSURANCE	0	0	71	0	(71)	
7300	2000	2467	TRAINING & REGISTRATIONS	0	0	8,399	0	(8,399)	
7300	2000	2474	FIRE FIGHTING SUPPLIES	905,590	0	460,823	0	444,767	50.89%
7300	2000	2477	ED SUPPLIES AND COURSES	46,650	0	28,507	0	18,143	61.11%
7300	2000	2479	OTHER SPECIAL DPMTAL EXP	22,672	0	5,369	0	17,303	23.68%

CCCFPD General Fund Expenditures Summary
FY 2016-17 Period 7 (as of 2/13/2017)

7300	2000	2490	MISC SERVICES & SUPPLIES	36,346	0	12,954	0	23,392	35.64%
	2000 Total			10,339,203	0	4,872,606	18,246	5,448,351	47.13%
7300	3000	3505	RETIRE OTH LONG TERM DEBT	1,250,814	300,000	1,550,814	0	(0)	100.00%
7300	3000	3515	INT ON OTH LONG TERM DEBT	234,700	0	234,700	0	0	100.00%
7300	3000	3520	INT ON NOTES & WARRANTS	0	0	170	0	(170)	
7300	3000	3530	TAXES & ASSESSMENTS	36,000	0	27,593	0	8,407	76.65%
7300	3000	3611	INTERFUND EXP - GOV/GOV	2,189,304	0	713,513	0	1,475,791	32.59%
7300	3000	3614	DOIT PHONE EXCHANGE	65,268	0	38,231	0	27,037	58.58%
7300	3000	3615	DOIT DATA PROC SVCS	167,322	0	95,751	0	71,571	57.23%
7300	3000	3616	DOIT DATA PROC SUPPLY	2,000	0	1,630	0	370	81.50%
7300	3000	3617	DOIT MNTN RADIO EQMT	75,000	0	24,004	0	50,996	32.01%
7300	3000	3618	DOIT OTHER TELCOM CHARGES	8,909	0	5,995	0	2,914	67.29%
7300	3000	3619	GEN SVC-BLDG OCPNCY COSTS	12,553	0	8,450	0	4,103	67.31%
7300	3000	3620	GEN SVC-REQUESTED MNTCE	20,616	0	4,832	0	15,784	23.44%
7300	3000	3622	GEN SVC-OTHER GS CHARGES	179,992	0	476,350	0	(296,358)	264.65% (3)
7300	3000	3626	INFO SECURITY CHG	26,169	0	15,265	0	10,904	58.33%
	3000 Total			4,268,647	300,000	3,197,299	0	1,371,348	69.98%
7300	4000	4707	000-TRAINING TOWER RESTOR	0	0	7,462	0	(7,462)	
7300	4000	4951	OFFICE EQUIP & FURNITURE	60,000	0	13,410	0	46,590	22.35%
7300	4000	4952	INSTITUTIONL EQUIP & FURN	0	16,310	16,310	0	0	100.00%
7300	4000	4953	AUTOS & TRUCKS	141,000	1,456,875	975,070	648,928	(26,124)	61.02%
7300	4000	4954	MEDICAL & LAB EQUIPMENT	50,000	0	0	0	50,000	0.00%
7300	4000	4955	RADIO & COMMUNICATN EQUIP	130,000	0	36,076	0	93,924	27.75%
7300	4000	4956	TOOLS & SUNDRY EQUIPMENT	466,000	0	46,870	0	419,130	10.06%
	4000 Total			847,000	1,473,185	1,095,199	648,929	576,057	47.20%
7300	5000	5011	REIMBURSEMENTS-GOV/GOV	14,069,608	0	14,069,619	0	(11)	100.00%
7300	5000	5016	TRANSFERS - GOV/GOV	2,603,495	0	2,603,495	0	0	100.00%
	5000 Total			16,673,103	0	16,673,114	0	(11)	100.00%
	Grand Total			123,787,345	1,773,185	77,999,470	667,175	46,893,884	62.12%

- (1) For pension costs exceeding statutory limits imposed on CCCERA.
(2) Temporary help for policy revision project and FPB.
(3) Asphalt repair at Training grounds and fire stations.

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
MEMORANDUM

TO: Jeff Carman, Fire Chief
Lewis Broschard, Deputy Fire Chief

FROM: Robert Marshall, Fire Marshal

SUBJECT: Advisory Fire Commission, Fire Prevention Bureau Report
for February 2017 and March 2017

DATE: April 17, 2017

February 2017:

	Engineering	Code Enforcement
Inspections	411	773
Plan reviews	163	
Pub Ed Events	44	
Vegetation Inspections	0	
Investigations	49*	

March 2017:

	Engineering	Code Enforcement
Inspections	557	842
Plan reviews	204	
Pub Ed Events	81	
Vegetation Inspections	0	
Investigations	63*	

* (1 arrest)

(02/01/17 ~ 02/28/17)

Station	Runs	Runs/Day	Code 3
6	506	18.07	395
70	405	14.46	360
5	293	10.46	228
85	270	9.64	226
81	254	9.07	206
1	245	8.75	184
83	239	8.54	201
3	234	8.36	207
9	223	7.96	179
84	212	7.57	184
2	197	7.04	141
82	190	6.79	158
88	188	6.71	154
15	180	6.43	131
8	173	6.18	137
86	169	6.04	151
14	166	5.93	134
87	148	5.29	124
10	147	5.25	116
69	128	4.57	105
13	122	4.36	99
7	96	3.43	69
11	70	2.5	52
17	64	2.29	42
22	64	2.29	50
	4983	177.96	4033

(03/01/17 ~ 03/31/17)

Station	Runs	Runs/Day	Code 3
6	631	20.35	492
70	412	13.29	365
1	314	10.13	246
5	285	9.19	225
81	283	9.13	242
85	279	9	243
82	267	8.61	213
84	258	8.32	222
9	257	8.29	219
3	240	7.74	225
83	237	7.65	200
86	217	7	181
2	205	6.61	154
88	201	6.48	168
15	197	6.35	156
14	194	6.26	170
8	185	5.97	152
87	176	5.68	147
13	169	5.45	137
10	148	4.77	107
69	118	3.81	99
7	106	3.42	74
22	80	2.58	60
17	70	2.26	49
11	69	2.23	52
19	4	0.13	4
	5602	180.71	4602

(02/01/2017 ~ 02/28/2017)

Unit	Runs	Runs/Day	Code 3
E106	334	11.93	280
E105	293	10.46	228
E185	270	9.64	226
E181	254	9.07	206
E170	249	8.89	215
T101	243	8.68	182
Q183	239	8.54	201
E103	234	8.36	207
E109	223	7.96	179
T184	212	7.57	184
E102	197	7.04	141
E182	188	6.71	156
E188	187	6.68	153
E115	177	6.32	130
E108	173	6.18	137
T106	172	6.14	115
E186	167	5.96	151
SQ70	156	5.57	145
E187	148	5.29	124
E110	137	4.89	106
E169	124	4.43	101
E113	121	4.32	99
E114	117	4.18	95
E107	91	3.25	64
E111	69	2.46	51
E117	64	2.29	42
E122	64	2.29	50
Q114	49	1.75	39
R10	7	0.25	7
BS107	5	0.18	5
R369	4	0.14	4
E315	3	0.11	1
R310	3	0.11	3
E101	2	0.07	2
E386	2	0.07	0
R382	2	0.07	2
E311	1	0.04	1
E313	1	0.04	0
E388	1	0.04	1
	4983	177.96	4033

(03/01/2017 ~ 03/31/2017)

Unit	Runs	Runs/Day	Code 3
E106	421	13.58	350
T101	313	10.1	246
E105	284	9.16	224
E181	283	9.13	242
E185	278	8.97	242
E182	258	8.32	204
T184	258	8.32	222
E170	257	8.29	219
E109	256	8.26	218
E103	240	7.74	225
E186	217	7	181
T106	210	6.77	142
E102	204	6.58	153
E188	201	6.48	168
E115	195	6.29	154
E108	184	5.94	151
E187	176	5.68	147
T183	174	5.61	149
E113	169	5.45	137
SQ70	155	5	146
E110	141	4.55	101
Q114	119	3.84	108
E169	112	3.61	93
E107	97	3.13	65
E122	80	2.58	60
E114	74	2.39	61
E117	70	2.26	49
E111	69	2.23	52
Q183	50	1.61	40
E383	10	0.32	8
BS107	9	0.29	9
R382	9	0.29	9
R369	5	0.16	5
E419	4	0.13	4
R10	4	0.13	3
E183	3	0.1	3
R310	3	0.1	3
E315	2	0.06	2
E101	1	0.03	0
E302	1	0.03	1
E308	1	0.03	1
E309	1	0.03	1
E314	1	0.03	1
E369	1	0.03	1
E385	1	0.03	1
WT105	1	0.03	1
	5602	180.71	4602

Contra Costa County Fire Protection District

Station Summary Year: 2017 Month: 2

Area	City	Code 3 Calls	Mutual Aid	Auto Aid	Struc.	Fire			EMIS	Public Mistaken Alarm	False Alarm	Other NF	Total	PP - FD Processing	FD - FE Turnout	FE - FA Travel	Total Response	
						Veg.	Other	Rescue										
01	Walnut Creek	147	0	1	1	0	0	109	3	5	49	13	0	180	01:18	00:30	04:11	06:00
02	Pleasant Hill	123	0	0	2	1	1	106	2	3	19	21	1	156	01:28	00:32	05:07	07:05
03	Walnut Creek	212	0	0	1	0	0	194	3	6	24	7	0	235	01:22	00:26	05:26	07:17
04	Walnut Creek	18	0	8	0	0	1	15	4	0	3	4	0	27	01:42	00:47	07:18	09:47
05	Pleasant Hill	149	0	0	3	0	4	131	4	7	32	10	0	191	01:18	00:32	04:46	06:36
06	Concord	268	0	2	2	0	10	220	6	27	51	17	0	333	01:16	00:33	05:00	06:46
07	Walnut Creek	49	0	0	0	0	0	44	2	6	13	3	1	69	01:14	00:32	05:23	07:09
08	Concord	127	0	0	1	0	1	117	3	9	14	2	0	147	01:16	00:32	04:54	06:42
09	Pacheco	139	0	0	2	0	2	108	3	5	42	7	0	169	01:22	00:32	05:20	07:06
10	Concord	80	0	0	0	0	2	76	0	1	7	5	0	91	01:14	00:36	05:02	06:54
11	Clayton	52	0	0	1	0	1	49	1	2	11	4	0	69	01:17	00:31	05:22	07:20
12	Martinez	82	0	0	1	0	4	55	4	8	21	6	0	98	01:17	00:35	06:13	08:07
13	Martinez	38	0	0	0	0	0	33	0	2	6	3	0	44	01:14	00:29	05:37	07:21
14	Martinez	72	0	0	0	0	0	74	3	3	3	1	0	84	01:09	00:40	04:55	06:47
15	Lafayette	98	0	8	2	0	2	88	3	8	10	5	5	123	01:15	00:31	05:21	07:14
16	Lafayette	14	0	12	0	0	1	13	2	0	2	0	1	19	01:02	00:34	06:28	08:06
17	Lafayette	8	0	0	0	0	0	7	0	2	3	3	0	15	01:25	00:38	04:40	06:43
18	Clyde	7	0	0	0	0	0	5	0	1	2	0	0	8	02:06	00:39	06:54	08:36
19	Martinez	2	0	0	0	0	1	0	0	0	1	0	0	2	02:52	01:11		
21	Concord	66	0	0	0	0	2	53	2	5	9	2	0	73	01:18	00:41	06:14	08:11
22	Concord	21	0	0	0	0	1	18	1	0	4	4	0	28	01:15	00:38	05:44	07:00
69	El Sobrante	63	0	27	0	0	2	49	8	2	10	1	7	79	01:22	00:32	05:00	06:52
70	San Pablo	288	0	95	4	0	5	234	13	10	51	15	5	337	01:23	00:35	05:05	07:03
81	Antioch	183	0	4	1	0	9	156	5	7	28	6	0	212	01:18	00:28	04:10	05:58
82	Antioch	150	0	0	1	0	0	135	1	6	30	3	0	176	01:18	00:28	05:02	06:47
83	Antioch	173	0	0	4	0	4	150	4	12	25	7	0	206	01:18	00:30	04:50	06:40
84	Pittsburg	73	0	0	2	0	2	54	1	8	10	3	0	80	01:19	00:36	05:44	07:41
85	Pittsburg	234	0	0	2	0	7	188	3	11	43	11	0	265	01:15	00:30	05:00	06:42
86	Bay Point	126	0	1	2	0	2	98	3	8	27	3	1	144	01:25	00:39	06:10	08:20
87	Pittsburg	74	0	1	0	0	2	57	3	1	12	3	4	82	01:22	00:33	06:20	08:19
88	Antioch	114	0	6	1	0	0	101	1	7	24	3	0	137	01:23	00:30	05:34	07:32
CON	Unclassified	10	0	4	0	0	2	4	0	0	5	0	0	11	01:30	00:39	06:02	08:13
**Other		92	0	104	5	0	6	39	1	3	45	5	0	104	00:46	00:45	05:38	07:00
		3352	0	273	37	1	74	2780	89	175	636	177	25	3994				

* PP: phone pick up, FD: 1st unit dispatched, FE: 1st unit enroute, FA: 1st unit arrived, average of code 3;
 Total Response: PP - FA
 **Other: incidents outside CON with CON units at least enroute, staged or arrived;
 Travel/Response time: between first unit enroute/phone pickup and first unit arrived, or first unit staged if staging time is earlier than first arrival time.
 Time caps Processing: 5:00 mins; Turnout: 4:00 mins; Travel: 14:00 mins; Total Response: 16:00 mins
 (Revised on 08/11/2014)

Contra Costa County Fire Protection District

Station Summary Year: 2017 Month: 3

Area	City	Code 3 Calls	Mutual Aid	Auto Aid	Struc.	Fire			EMS Rescue	Hazard	Public Service	Mistaken Alarm	False Alarm	Other NF	Total	PP - FD Processing	FD - FE Turnout	FE - FA Travel	Total Response
						Veg.	Other	Code 3											
01	Walnut Creek	181	0	0	3	0	0	3	140	6	15	47	14	0	228	01:20	00:31	04:09	05:59
02	Pleasant Hill	134	0	0	1	0	0	1	120	4	5	24	12	0	167	01:21	00:34	04:44	06:40
03	Walnut Creek	245	0	0	0	0	0	0	221	1	5	21	7	0	255	01:19	00:30	05:34	07:23
04	Walnut Creek	30	0	5	0	0	0	0	21	1	1	7	1	1	32	01:18	00:35	07:13	09:09
05	Pleasant Hill	151	0	1	4	0	0	2	130	5	8	24	10	1	184	01:17	00:34	04:54	06:44
06	Concord	356	0	0	3	0	0	4	297	5	24	71	19	0	423	01:17	00:32	05:06	06:58
07	Walnut Creek	53	0	0	1	0	0	1	51	2	7	8	7	0	77	01:19	00:32	05:31	07:21
08	Concord	138	0	0	1	0	0	3	125	3	5	22	2	0	161	01:12	00:33	04:48	06:38
09	Pacheco	147	0	1	2	0	0	4	120	0	10	32	6	0	174	01:14	00:33	04:51	06:39
10	Concord	74	0	0	1	0	0	0	64	2	10	11	5	0	93	01:13	00:28	05:03	06:44
11	Clayton	56	0	0	0	0	0	0	45	1	6	13	6	0	71	01:13	00:36	05:12	06:58
12	Martinez	98	0	0	0	0	0	4	66	1	5	39	3	0	118	01:14	00:30	06:07	07:58
13	Martinez	40	0	1	0	0	0	5	31	1	2	12	0	0	51	01:13	00:40	06:24	08:18
14	Martinez	80	0	1	2	0	0	1	72	4	1	14	2	0	96	01:16	00:32	05:12	06:45
15	Lafayette	79	0	5	0	0	0	2	73	1	0	7	9	2	94	01:19	00:33	05:09	06:52
16	Lafayette	13	0	10	0	1	0	0	9	2	1	4	1	1	19	01:19	00:55	06:14	08:30
17	Lafayette	13	0	2	0	0	0	1	11	0	2	2	2	0	18	01:16	00:36	05:11	07:05
18	Clyde	7	0	2	0	0	0	0	6	1	0	3	1	0	11	01:35	00:30	05:27	07:33
19	Martinez	6	0	1	0	0	0	0	2	0	1	4	0	0	7	01:12	00:50	13:43	15:17
21	Concord	62	0	0	0	0	0	0	54	1	3	9	2	0	69	01:24	00:32	06:46	08:36
22	Concord	26	0	0	0	0	0	0	22	1	1	6	3	0	33	01:14	00:28	05:12	06:55
69	El Sobrante	66	0	22	0	0	0	1	52	3	6	15	1	1	79	01:28	00:30	05:15	07:10
70	San Pablo	307	0	102	2	0	0	11	240	12	5	58	13	10	351	01:23	00:34	05:10	07:07
81	Antioch	209	0	8	2	0	0	6	165	4	4	47	12	1	241	01:23	00:35	04:23	06:23
82	Antioch	177	0	1	4	0	0	1	151	1	9	29	13	1	209	01:19	00:33	04:38	06:30
83	Antioch	175	0	0	5	0	0	5	140	0	8	33	7	1	199	01:20	00:30	05:06	06:56
84	Pittsburg	86	0	0	1	0	0	1	70	2	2	23	1	3	103	01:21	00:30	05:42	07:39
85	Pittsburg	243	0	0	4	0	0	3	197	3	11	45	3	3	289	01:16	00:29	05:09	06:59
86	Bay Point	168	0	0	3	0	0	13	137	3	6	30	7	1	200	01:21	00:38	05:49	07:53
87	Pittsburg	92	0	0	1	0	0	3	65	4	2	25	2	0	102	01:12	00:30	05:19	06:53
88	Antioch	117	0	3	0	0	2	4	91	0	7	23	7	1	135	01:16	00:36	05:16	07:12
CON	Unclassified	13	1	13	0	0	0	0	9	0	2	5	0	0	16	01:30	00:58	05:58	08:46
**Other		96	1	110	7	1	1	5	47	3	1	42	3	2	111	00:43	00:46	05:33	06:54
		3738	2	288	47	4	84	84	3044	77	175	755	181	29	4396				

* PP: phone pick up, FD: 1st unit dispatched, FE: 1st unit enroute, FA: 1st unit arrived, average of code 3;
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 **Other: incidents outside CON with CON units at least enroute, staged or arrived;
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Home | **Operations** | EMS | Support Services | Administration
 Aid Provided (2/1/2017 - 2/28/2017)

- Apparatus
- Automatic Aid Agreements
- After Action Review - SP
- After Action Review
- Fuel Log
- Bid Assignment
- Fire Trails
- Forms
- Monthly Standby
- Incident Review
- NFIRS
- Operations Meeting Minutes
- Programs
- Reports
- Training
- Wildland Firefighting Program
- Logout

Unit counts based on Business Rule (ST64, ST70)

Provider	Jurisdiction								
	CCE	CON	CRK	ECR	MOR	POE	RDO	RMD	SRM
CCE	-	24/34	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CDF	14/14	1/1	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CON	7/17	-	3/4	0/0	9/13	27/40	11/13	68/83	0/0
CRK	0/0	1/1	-	0/0	0/0	0/0	5/8	0/0	0/0
ECR	0/0	12/13	1/1	-	1/1	2/2	1/1	0/0	0/0
MOR	0/0	30/50	0/0	0/0	-	0/0	0/0	0/0	0/0
POE	0/0	7/7	2/2	0/0	0/0	-	10/10	0/0	0/0
RDO	0/0	3/3	4/6	0/0	0/0	23/28	-	0/0	0/0
RMD	0/0	124/147	0/0	0/0	0/0	0/0	0/0	-	0/0
SRM	0/0	9/9	0/0	0/0	0/0	0/0	0/0	0/0	-
TNT	0/0	1/1	0/0	0/0	0/0	0/0	0/0	0/0	0/0

Response Area - Contract

Jurisdiction	Response Area	Provider	Incidents	Units
POE	Contract	CON	6	7
POE	Contract	POE	45	45
POE	Contract	RDO	2	2

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CONTRA COSTA COUNTY Fire Protection District



Home | **Operations** | EMS | Support Services | Administration
Aid Provided (3/1/2017 - 3/31/2017)

- Apparatus
- Automatic Aid Agreements
- After Action Review - SP
- After Action Review
- Fuel Log
- Bid Assignment
- Fire Trails
- Forms
- Monthly Standby
- Incident Review
- NFIRS
- Operations Meeting Minutes
- Programs
- Reports
- Training
- Wildland Firefighting Program
- Logout

Unit counts based on Business Rule (ST64, ST70)

Provider	Jurisdiction								
	CCE	CON	CRK	ECR	MOR	POE	RDO	RMD	SRM
CCE	-	37/44	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CDF	16/18	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CON	12/19	-	1/1	0/0	20/30	32/40	12/16	67/78	1/1
CRK	0/0	0/0	-	0/0	0/0	0/0	5/6	0/0	0/0
ECR	0/0	4/6	0/0	-	1/1	1/1	2/2	0/0	0/0
MOR	0/0	27/49	0/0	1/1	-	0/0	0/0	0/0	0/0
POE	0/0	1/1	0/0	0/0	0/0	-	11/11	0/0	0/0
RDO	0/0	4/4	5/7	0/0	0/0	16/21	-	0/0	0/0
RMD	0/0	134/145	0/0	0/0	0/0	1/1	0/0	-	0/0
SRM	0/0	9/9	0/0	0/0	0/0	0/0	0/0	0/0	-
TNT	0/0	2/2	0/0	0/0	0/0	0/0	0/0	0/0	0/0

Response Area - Contract

Jurisdiction	Response Area	Provider	Incidents	Units
POE	Contract	CON	9	10
POE	Contract	POE	45	46
POE	Contract	RDO	2	3

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DATE	DAY	SHIFT	SL	VAC	WC	OTHER	TOTAL	TOTAL OT	MAN OT	EXP. OTHER	
3	FRI	A	6.0	2.5	1.0	1.0	10.5	14.5	3.5	1.0 LOA	
4	SAT	A	5.5	10.0	1.0	3.0	19.5	23.5	10.0	1.0 AL, 1.0 LOA, 1.0 SPEC	
9	THU	A	4.0	1.0	1.0	1.0	7.0	16.0	0.0	1.0 LOA	
10	FRI	A	4.5	1.5	1.0	1.5	8.5	17.5	4.5	1.0 LOA, 0.5 SPEC	
15	WED	A	2.0	3.0	1.0	5.0	11.0	15.0	0.0	1.0 LOA, 4.0 SPEC	
16	THU	A	2.0	4.0	1.0	4.5	11.5	17.0	0.0	1.0 LOA, 3.5 SPEC	
21	TUE	A	6.0	3.0	1.0	1.0	11.0	18.0	0.0	1.0 LOA	
22	WED	A	4.0	4.0	1.0	1.0	10.0	17.0	1.0	1.0 LOA	
27	MON	A	5.0	2.0	1.0	1.5	9.5	16.0	1.0	1.0 LOA, 0.5 SPEC	
28	TUE	A	4.0	2.5	1.0	1.5	9.0	15.0	0.0	1.0 LOA, 0.5 SPEC	
5	SUN	B	3.0	4.0	5.0	1.0	13.0	17.0	10.0	1.0 LOA	
6	MON	B	2.5	1.0	5.0	3.0	11.5	15.5	0.0	1.0 AWOP, 1.0 LOA, 1.0 SPEC	
11	SAT	B	3.0	7.5	5.0	2.0	17.5	21.5	12.0	1.0 AL, 1.0 LOA	
12	SUN	B	1.0	1.5	5.0	2.0	9.5	12.5	3.5	1.0 LOA, 1.0 OPST	
17	FRI	B	2.0	4.5	5.0	1.0	12.5	16.5	5.0	1.0 LOA	
18	SAT	B	2.0	8.0	5.0	1.0	16.0	20.0	11.0	1.0 LOA	
23	THU	B	5.0	2.5	5.0	2.0	14.5	17.5	1.5	1.0 LOA, 1.0 SPEC	
24	FRI	B	4.5	8.0	5.0	1.5	19.0	22.0	4.5	1.0 LOA, 0.5 SPEC	
1	WED	C	5.0	2.0	3.0	1.0	11.0	19.5	6.0	1.0 LOA	
2	THU	C	3.0	0.0	3.0	1.0	7.0	16.0	0.0	1.0 LOA	
7	TUE	C	4.5	3.0	3.0	2.0	12.5	23.0	5.5	1.0 AL, 1.0 LOA	
8	WED	C	4.5	3.5	3.0	1.5	12.5	23.5	0.5	0.5 FH, 1.0 LOA	
13	MON	C	4.0	1.5	3.0	1.0	9.5	18.5	8.0	1.0 LOA	
14	TUE	C	1.5	2.0	3.0	1.0	7.5	15.5	9.5	1.0 LOA	
19	SUN	C	4.0	2.0	3.0	1.0	10.0	19.0	6.0	1.0 LOA	
20	MON	C	4.0	1.0	3.0	1.0	9.0	18.0	0.0	1.0 LOA	
25	SAT	C	5.0	5.5	2.0	2.0	14.5	24.5	8.5	1.0 AL, 1.0 LOA	
26	SUN	C	4.0	1.5	2.0	4.0	11.5	22.0	8.5	1.0 AL, 1.0 FH, 1.0 LOA, 1.0 SPEC	
AVG DAILY			3.8	3.3	2.8	1.8	11.6	18.3	4.3		
AVG A			4.3	3.4	1.0	2.1	10.8	17.0	2.0		
AVG B			2.9	4.6	5.0	1.7	14.2	17.8	5.9		
AVG C			4.0	2.2	2.8	1.6	10.5	20.0	5.3		
RANGE			1.0-6.0	0.0-10.0	1.0-5.0	1.0-5.0	7.0-19.5	12.5-24.5	0.0-12.0		
			AL - Administrative Leave			LOA - Leave of Absence			MAN OT-Mandatory OT		
			AWOP - Absent Without Pay			ML - Military Leave					
			FH - Floating Holiday			OPST - Strike Team					
			JD - Jury Duty			SPEC - Special Assignment					
U:\PATTERSON\SuppressionLeave\1702											

DATE	DAY	SHIFT	SL	VAC	WC	OTHER	TOTAL	TOTAL OT	MAN OT	EXP. OTHER
5	SUN	A	7.0	2.0	2.0	1.0	12.0	16.0	4.5	1.0 LOA
6	MON	A	3.0	1.5	2.5	1.0	8.0	12.0	0.0	1.0 LOA
11	SAT	A	4.0	9.0	2.0	4.0	19.0	22.0	11.0	2.0 AL, 2.0 LOA
12	SUN	A	2.0	8.0	2.0	5.0	17.0	21.0	9.0	1.0 FH, 2.0 LOA, 2.0 SPEC
17	FRI	A	3.0	2.0	2.0	2.0	9.0	14.0	2.0	2.0 LOA
18	SAT	A	3.0	6.0	1.0	6.0	16.0	17.0	3.0	4.0 AWOP, 2.0 LOA
23	THU	A	1.0	1.0	1.0	8.0	11.0	9.0	0.0	4.0 AWOP, 2.0 LOA, 2.0 SPEC
24	FRI	A	0.0	5.0	1.0	8.0	14.0	13.0	2.0	4.0 AWOP, 2.0 LOA, 2.0 SPEC
29	WED	A	3.0	3.5	1.0	6.0	13.5	12.5	0.0	4.0 AWOP, 2.0 LOA
30	THU	A	2.0	3.0	1.0	6.0	12.0	11.0	0.0	4.0 AWOP, 2.0 LOA
1	WED	B	4.0	3.5	5.0	5.0	17.5	9.0	0.0	1.0 AL, 1.0 LOA, 3 SPEC
2	THU	B	2.0	3.0	5.0	4.0	14.0	16.0	4.0	1.0 LOA, 3.0 SPEC
7	TUE	B	6.0	0.0	6.0	2.5	14.5	15.5	0.0	1.0 LOA, 1.5 SPEC
8	WED	B	4.5	2.0	6.0	2.0	14.5	15.5	2.0	1.0 LOA, 1.0 SPEC
13	MON	B	4.0	5.5	6.0	1.0	16.5	17.5	0.0	1.0 LOA
14	TUE	B	1.0	4.5	6.0	1.0	12.5	13.5	0.0	1.0 LOA
19	SUN	B	4.0	6.0	6.0	5.0	21.0	21.5	4.0	1.0 AWOP, 1.0 LOA, 3.0 SPEC
20	MON	B	4.0	2.0	6.0	6.0	18.0	14.0	5.0	1.0 LOA, 5.0 SPEC
25	SAT	B	4.0	7.0	6.0	6.0	23.0	17.0	0.0	1.0 AWOP, 1.0 LOA, 4.0 SPEC
26	SUN	B	1.0	2.0	6.0	6.0	15.0	13.0	6.0	1.0 AWOP, 1.0 LOA, 4.0 SPEC
31	FRI	B	6.0	4.0	5.0	7.0	22.0	25.5	2.5	1.0 AWOP, 1.0 LOA, 5.0 SPEC
3	FRI	C	1.5	0.5	0.0	1.5	3.5	11.0	2.5	1.0 LOA, 0.5 SPEC
4	SAT	C	3.0	2.5	0.0	1.0	6.5	14.5	10.0	1.0 LOA
9	THU	C	1.5	8.5	1.0	4.0	15.0	20.5	5.0	1.0 LOA, 3.0 SPEC
10	FRI	C	3.0	12.0	1.0	4.5	20.5	25.5	10.0	1.0 LOA, 3.5 SPEC
15	WED	C	7.0	5.0	1.0	1.0	14.0	20.0	1.0	1.0 LOA
16	THU	C	4.5	6.0	1.0	2.0	13.5	19.5	2.0	1.0 AWOP, 1.0 LOA
21	TUE	C	5.0	2.0	1.0	2.0	10.0	15.0	0.0	1.0 LOA, 1.0 SPEC
22	WED	C	2.0	7.0	1.0	2.0	12.0	17.0	6.0	1.0 LOA, 1.0 SPEC
27	MON	C	3.5	2.0	1.0	2.0	8.5	14.0	0.0	1.0 LOA, 1.0 SPEC
28	TUE	C	2.0	3.0	1.0	2.5	8.5	16.0	0.5	1.0 AL, 1.0 LOA, 0.5 SPEC
AVG DAILY			3.3	4.2	2.8	3.7	13.9	16.1	3.0	
AVG A			2.8	4.1	1.6	4.7	13.2	14.8	3.2	
AVG B			3.7	3.6	5.7	4.1	17.1	16.2	2.1	
AVG C			3.3	4.9	0.8	2.3	11.2	17.3	3.7	
RANGE			0.0-7.0	0.0-12.0	0.0-6.0	1.0-8.0	3.5-23.0	9.0-25.5	0.0-11.0	
AL - Administrative Leave			LOA - Leave of Absence			MAN OT-Mandatory OT				
AWOP - Absent Without Pay			ML - Military Leave							
FH - Floating Holiday			OPST - Strike Team							
JD - Jury Duty			SPEC - Special Assignment							

Contra Costa County



Fire Protection District

April 17, 2017

TO: Advisory Fire Commission

FROM: Jeff Carman, Fire Chief

RE: Fire Chief's Report

-
- Fire Station 16 in Lafayette was approved by the Lafayette Design Review Commission on February 27. Our architect has begun drafting the construction and design plans for building permit submittal. Meetings are scheduled with LEED consultants and others involved with this process. District staff have been engaged with the architect in selecting interior finishes and details needed to complete the construction and design plans. In addition, we have requested that the project manager begin the process of prequalifying contractors for the project.
 - The elevations and design plans for Fire Station 70 in San Pablo are being developed in preparation for submission to the City of San Pablo after the CEQA process is completed (tentatively scheduled for July). The funding agreement continues to move forward, and District staff, City of San Pablo staff, and County Counsel are working together to finalize the agreement language.
 - The District's eight newest firefighters, Academy #50 graduates, will soon complete their initial ten shifts with seasoned firefighters who teach them about life on shift and in the firehouse. After these initial assignments, our newest members will be assigned to their own fire stations.
 - The Fire District began working with County law enforcement managers on a consistent operational policy for working together at violent crime and active shooter incidents. We have seen a significant increase in the number of incidents involving deadly weapons, and our firefighters often find themselves in harm's way. The goal is for all fire and law enforcement agencies in the County to have consistent expectations of each other at these types of incidents.
 - The Fire District is experiencing an issue at the BART station in Pittsburg. We are finding that there are people who ride the BART trains all day seeking shelter and warmth, and when BART service ends for the night, a number of those people find themselves at the end of the line at the Pittsburg station with nowhere to go. This results in many of those people calling 911 asking to be transported to a local hospital

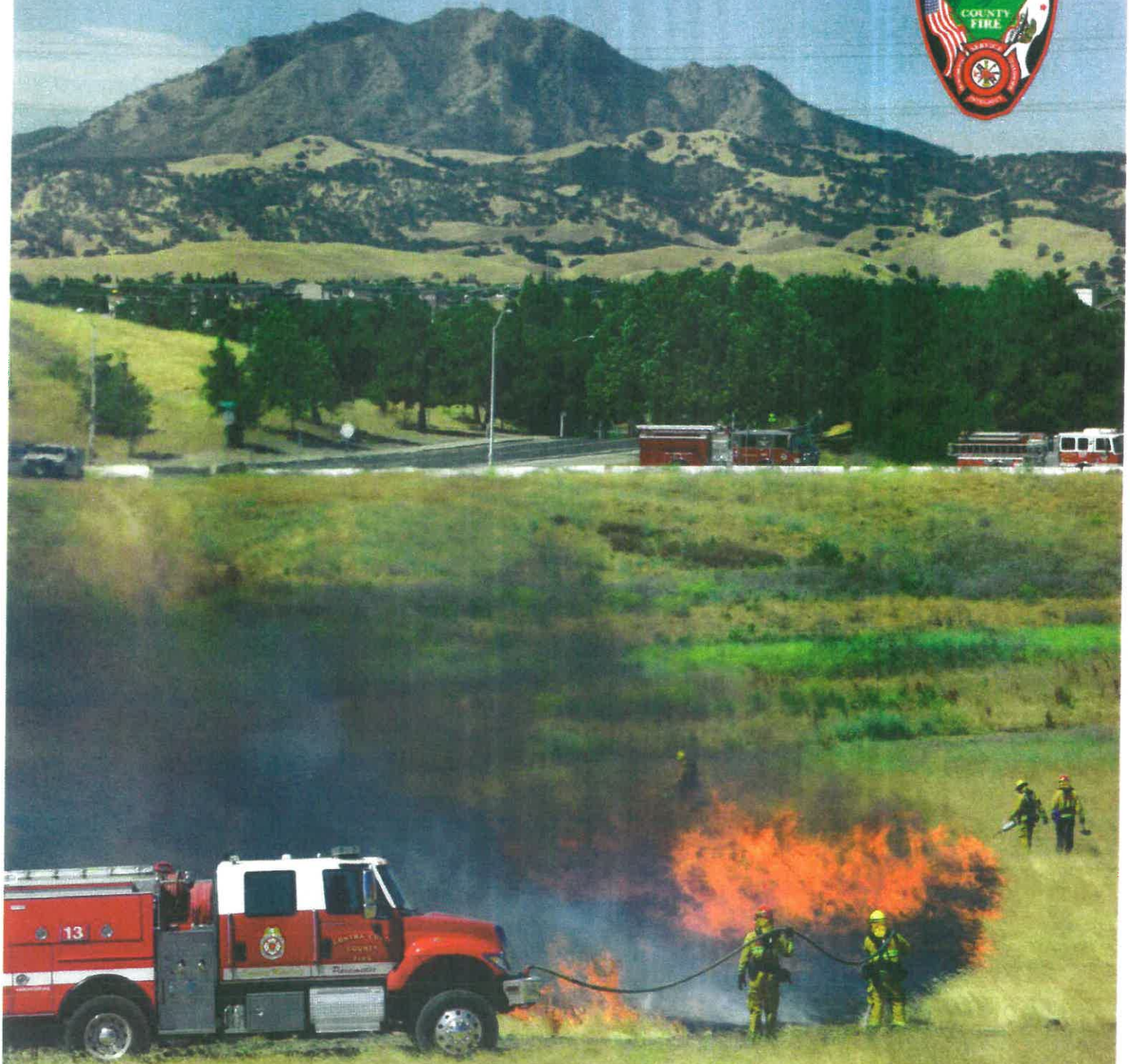
for a medical condition. In the last 12 months, we saw almost 600 patients and transported 545 of them to local emergency rooms. The trend continues to worsen, with January peaking the 12-month period at 79 patients. On at least two occasions, this issue resulted in a "Multi-Casualty Incident" where we transported 9 and 12 patients. This creates a Public Health Emergency because it takes so many ambulances and fire resources out of service and increases response times for others who may need emergency service. We had a kick-off meeting with BART police in an attempt to reduce these numbers to a more tolerable level. In the meeting, it was clear that the issue is very complex and will require work in many areas. I am proposing that a group be brought together, consisting of Fire/EMS, County Health Services, County EMS, the City of Pittsburg, and BART staff, to address the issue in depth.

- On a different but connected issue, the Fire District is seeing an increase in wait times at local hospitals. I brought this issue to the Board several months ago to express my concern that as a result of these excessive wait times, the District must staff additional ambulances in order to keep the required number on the road to answer calls. We did see an improvement last year; however, the wait times are increasing again. The County EMS agency tracks and publishes this data, and we are hopeful that the trend is temporary and there will be improvement as we move further into 2017.
- In late 2016, the Fire District applied for a Community Outreach grant offered by the Tesoro Corporation. The District's grant request was for \$49,500.00 to purchase atmospheric monitoring devices for all of our fire companies. The monitors will allow our personnel to determine if a flammable level or toxic level of gas may be present at a release. It will protect both our firefighters and our citizens from unnecessary illness and/or death. We want to publicly thank Tesoro for approving our grant request.
- The Fire District is expecting four (4) new apparatus in 2017. A new rescue truck for Fire Station 82 in Antioch is in Sacramento at the dealer and should be in-service by the end of April. A new ladder truck for Fire Station 83 in Antioch should be in service in early May. The new bulldozer transport is on order, and we are hopeful that it can be placed in-service by the beginning of fire season. Lastly, the District's new fire boat is being built, and we anticipate that it will arrive by summer.
- The District's solar project is underway. We plan to announce a ribbon cutting ceremony in early summer, and the Advisory Fire Commissioners will be invited to attend. The objectives of this project are to facilitate energy cost savings and to reduce energy consumption through the replacement of several very inefficient HVAC systems at our fire stations.
- While it appears that the flooding potential has subsided, I want to point out that the Fire District was prepared to respond to any potential swift water or flood rescue both in the District and throughout the state. Although the potential existed, I am pleased to report that we had no rescue incidents occur in the District as a result of the excessive precipitation. We did send one of our fire dispatchers to assist the State Office of Emergency Services with the Oroville Dam incident.

- In the next few weeks, we will bring forward contract amendments to address rate increases for the ambulance transport program. One amendment will be for the contract between the Fire District and County EMS. That contract allows for annual rate increases to match the Medical CPI which was 3.8% this past year. Another amendment will be for the contract between the Fire District and AMR to allow for a corresponding increase in their rates. The rate increases are allowed in both contracts.

- In the next few weeks, we will bring forward a contract between the El Cerrito/Kensington Fire Department and the Fire District for dispatch services. One of the media outlets recently reported that this contract would be proposed to the Board in March; however, the statement was incorrect. A proposed contract is currently being review by each agency's counsel, and it should soon be ready for approval. As you know, West County is a difficult area in which to provide service due to the number of fire agencies that serve the area. The fact that there are multiple dispatch centers adds to the complexity. Therefore, having El Cerrito/Kensington become a user of our regional communications center will be of benefit to both agencies.

Contra Costa County Fire Protection District



2017 Operational Plan



Contra Costa County Fire Protection District 2017 Operational Plan

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Contra Costa County Fire Protection District 2017 Operational Plan

Preface

This Operational Plan is designed to set the Contra Costa County Fire Protection District (ConFire) on a path to the future, providing a common direction for all personnel. It will be used to make decisions on the allocation of resources as they become available.

There are seven (7) sections identified, one for each major division within the Fire District. Each section outlines the major objectives for the 2017 calendar year. Each objective is identified by a number. This number is for identification purposes only and is not reflective of the priority of the objective. Each objective also has a target completion date. These dates are for accountability purposes, but it should be recognized that a variety of influences may contribute to changes in these dates.

This Operational Plan is a living document, designed to be reviewed on a regular basis throughout the year. During these reviews, it is anticipated that objectives will be added and removed, and target dates will be updated.



Contra Costa County Fire Protection District 2017 Operational Plan

Message from the Fire Chief

The year 2016 turned out to be another year of significant progress for the Contra Costa County Fire Protection District (ConFire). The budget continued to improve, the new ambulance transport program exceeded our expectations, and we continued to improve our service levels to the citizens we serve. Concurrently, our emergency responses increased in both number and complexity, and we experienced one of the worst years for structure fire loss in wildland fires.

In 2017, we will continue to focus on responsible growth, efficiency through innovation, and creation of a sustainable organization into the future. We will continue to diversify our revenue streams to avoid service reductions when the economy cycles. As always, we will explore options to improve service levels as we strive to be the premier Fire District described in our Mission/Vision/Values Statement.

Many goals have been identified for 2017. We will deploy a Type II Hazardous Materials Team and a new fireboat; begin construction on two fire stations; develop and implement a new advanced intra-facility ambulance transport program; continue to find ways to be more efficient in emergency response; expand our regional communications center and consider adding more subscribers to our long list of current users; continue to explore moving fire administration to a new building to accommodate additional support staff; and continue our work on the development of a five-year strategic plan that will be our road map for the future – we recognize that solid, realistic planning is the key to our successful future. Additionally, as one of the largest fire agencies in California, we will leverage our influence at the state and federal levels to assure that key issues for the fire service are addressed.

We have been very successful over the past few years. I attribute that success to a number of factors, including the support of the County Administrator and Board of Directors, the incredible work and support of my management team and our employees, the cooperative labor/management relationship we have built through trust and transparency, and the support of our communities and their leaders. Without any one of these components, we would not have seen such great success.

I remain proud to be the Fire Chief of such an incredible organization, and I look forward to seeing all that we can accomplish in 2017!



Contra Costa County Fire Protection District 2017 Operational Plan

Our Mission

The Contra Costa County Fire Protection District exists to provide you, your family and our communities with professional services dedicated to the preservation of life, property and the environment.

Our Vision

The Contra Costa County Fire Protection District is a recognized fire service leader that strives to become the premier fire organization that honors the past, recognizes the challenges of the present and will continue to raise the bar of excellence into the future.

Our Core Values

Service

We value the importance of service before self. We are committed to providing superior emergency and non-emergency services.

Teamwork

We value teamwork. Each of us must be accountable for our own role. Collectively, we must perform to the best of our ability to achieve a common goal.

Professionalism

We value commitment and dedication as fundamental elements to achieving excellence. We believe in what we do and we will always strive to maintain our high standards and values.

Leadership

We value leadership and empowerment at all levels in our organization in order to be successful.

Safety and Preparedness

We value safety and preparedness as necessary elements of our service delivery system in order to protect our communities and ourselves.

Integrity

We value the trust that the public has placed in us. In return we will act with integrity, respect, and honesty by always "doing the right thing."



Contra Costa County Fire Protection District 2017 Operational Plan

Strategic Initiatives Office of the Fire Chief

Item	Objective	Target Completion
1	Empower and engage personnel at all levels, promoting accountability and responsibility throughout the organization.	Ongoing
2	Continue to recognize employees for outstanding and exemplary performance.	Ongoing
3	Work with the cities and county to develop additional revenue streams that will allow the District to enhance service levels and be sustainable into the future.	Ongoing
4	Review current deployment models and develop a plan to determine whether the District would benefit from moving station and/or apparatus locations.	Q4
5	Develop a 5-year Strategic Plan for the District.	Q4
6	Update and reformat all District policies, procedures, operational plans, and other District tools of this nature.	Q4
7	Enhance our relationship with our cities through improved reporting, meeting attendance, and other similar efforts.	Ongoing
8	Develop a District Emergency Operations Plan that will provide guidance to our personnel during a major incident/disaster.	Q4
9	Become more politically involved at the state and federal levels.	Ongoing
10	Explore providing certain support services to the City of Pinole Fire Department.	Ongoing
11	Complete the ISO evaluation process.	Q4
12	Implement division-level reorganization to recognize Emergency Operations, Training, Support Services, EMS, Administration & Finance, Fire Prevention, and the CCRFCC as separate and distinct divisions.	Q3



Contra Costa County Fire Protection District 2017 Operational Plan

Strategic Initiatives Administration & Finance Division

Item	Objective	Target Completion
1	Overhaul the internal budget process to further engage program managers in the process.	Ongoing
2	Continue to provide timely, scheduled recruitment and promotional exams in order to maintain adequate numbers of personnel at all levels.	Q4
3	Continue our work towards recruiting diversity into our workforce.	Ongoing
4	Implement a performance evaluation program that will provide an opportunity for all personnel to be aware of their current performance rating and provide a plan for future growth.	Q4
5	Hire additional staff in accounting/billing to accommodate increased workloads.	Q4
6	Fully implement a cost recovery program for DUI, Hazardous Materials, etc.	Q4
7	Develop the necessary reports and submission dates for GEMT ambulance transport reimbursement.	Q4
8	Evaluate and implement necessary changes to the firefighter health and wellness program to improve personnel health.	Q4
9	Implement quarterly program management/expenditure plan and budget review system.	Ongoing
10	Implement a semi-annual budget review process.	Q4
11	Develop a "balanced" budget to account for ongoing replacement of capital assets including apparatus and facilities.	Ongoing



Contra Costa County Fire Protection District 2017 Operational Plan

Strategic Initiatives Emergency Operations Division

Item	Objective	Target Completion
1	Continue the development of our Special Operations Program (marine, air, USAR, heavy equipment) including the development of a written plan that addresses training, personnel assignments, and sustainment.	Q3
2	Continue the development of our Truck Operations Program, including the development of a written plan that addresses training, personnel assignments, and sustainment.	Q4
3	Expand the use of our operational committees (truck, engine, USAR) to engage and empower our personnel.	Ongoing
4	Continue to seek out technology that will provide faster response times and more efficient service delivery.	Ongoing
5	Work to ensure operational consistency across all battalions.	Ongoing
6	Deploy a Type II Hazardous Materials Team.	Q4
7	Deploy the District's new fireboat.	Q2
8	Improve Disaster and Major Incident Response by: <ul style="list-style-type: none">○ Updating Earthquake response procedures;○ Expanding the capabilities of our Department Operations Center and defining the roles of recall Chief Officers;○ Providing DOC/EOC specific training to Battalion Chiefs, Staff Captains, and Fire Prevention Bureau Personnel;○ Implementing mass recall staffing capabilities and policy; and○ Deploying and defining the use of the mobile command unit.	Ongoing
9	Further align Fire District Operational Policy under a Regional Fire Agency Policy and Standard Operating Guideline Standards.	Ongoing
10	Enhance Battalion level incident command capabilities and standards.	Ongoing



Contra Costa County Fire Protection District 2017 Operational Plan

Strategic Initiatives Training/EMS Division

Item	Objective	Target Completion
1	Provide educational opportunities for our command staff on major incident command and control.	Ongoing
2	Provide District-wide training on high-rise operations and RIC operations.	Q2
3	Develop an Annual Training Plan to insure all personnel acquire new, and maintain existing, skills and knowledge.	Q3
4	Continue to expand the relationship between the District and AMR. Utilize transport resources to maximize our operational efficiency.	Ongoing
5	Continue to develop business and revenue opportunities with the new AMR alliance, including advanced intra-facility transport.	Q3
6	Continue our work to establish a District safety program to reduce workplace injury, illness, and accidents.	Ongoing
7	Expand our current use of technology to assure that all training is documented and new training methodology is fully utilized.	Q3
8	Continue to offer quality training and educational opportunities to develop and prepare our personnel for advancement.	Ongoing
9	Develop contingency plan(s) for ambulance transport program.	Q3
10	Coordinate training for the District's new Type II Hazardous Materials Team.	Ongoing
11	Implement a collections program for the ambulance transport program.	Q2
12	Update the Fire District's Injury and Illness Prevention Plan (IIPP).	Q2



Contra Costa County Fire Protection District 2017 Operational Plan

Strategic Initiatives Support Services Division

Item	Objective	Target Completion
1	Continue to explore enterprise opportunities in Information Services, Fleet, and Training.	Ongoing
2	Develop and finalize consistent response performance reports. Implement a process for the timely review of performance data at all levels.	Ongoing
3	Continue to maintain and improve the District website.	Ongoing
4	Update the District's intranet to insure all information is current and accurate.	Q3
5	Expand the District Operations Center to be better prepared for major incident disaster support.	Q4
6	Develop a resource directory that will make our personnel aware of the resources available to them and procedures to secure the resources during a major incident/disaster.	Q4
7	Implement an inventory control program for Fleet and Logistics.	Q4
8	Develop a plan that addresses current and projected needs for our existing and planned facilities for the next five (5) years.	Q3
9	Develop a plan that addresses current and projected needs for our light and heavy fleet for the next five (5) years.	Q2
10	Develop a plan that addresses current and projected needs for our capital assets for the next five (5) years.	Q3
11	Update our Technology Sustainment Plan to include the next five (5) years.	Q3
12	Implement an Inventory Control Program for Fleet and Logistics that is GASB compliant and aligns with County fiscal policies.	Q4
13	Develop and implement a plan to relocate Administration and the Fire Prevention Bureau.	Q2
14	Initiate construction of FS 16 and FS 70.	Q4
15	Seek out/develop purchasing opportunities to reduce costs and increase efficiency, including group purchasing, public/private partnerships, etc.	Ongoing



Contra Costa County Fire Protection District 2017 Operational Plan

Strategic Initiatives Fire Prevention Bureau

Item	Objective	Target Completion
1	Develop an enhanced Public Relations Plan to include PIO services, media relations, public education, etc.	Q4
2	Survey our customers and stakeholders to determine the effectiveness of our public relations efforts and areas for improvement.	Ongoing
3	Develop a program to easily identify inspection compliance and prioritize mandatory inspection over non-mandatory.	Ongoing
4	Develop a system to assure that permit fees cover all costs associated with providing services.	Ongoing.
5	Develop and implement a sustainable staffing model for compliance with mandates, compulsory workload, and industry best practices to maximize public and firefighter safety through fire prevention efforts.	Ongoing
6	Develop a plan to provide sustainable code enforcement for and establish relationships with refineries, chemical producers, and other high-hazard, high-risk facilities.	Q3
7	Develop monthly statistical reports for FPB/FIU/PIO.	Established
8	Work with the City of Pinole Fire Department to implement FPB/FIU/PIO contract services.	Q2
9	Develop and implement policies, procedures, and practices to integrate FPB into Emergency Operations incident support.	Ongoing
10	Develop and implement electronic plan review submittal and review process.	Q3
11	Develop information sharing processes with the TIP program, Communications Center, and Emergency Operations for target occupancies.	Q4



Contra Costa County Fire Protection District 2017 Operational Plan

Strategic Initiatives Contra Costa Regional Fire Communications Center

Item	Objective	Target Completion
1	Purchase and install various technology to add capacity and efficiency in the CCRFCC as determined necessary. Options include, but are not limited to, LiveMUM2, Locution, Everbridge, virtualization of the CAD workstations, etc.	Q4
2	Develop a plan to expand the CCRFCC and to provide additional personnel and physical resources commensurate with the workload.	Q2
3	Develop a plan to insure that all costs associated with the CCRFCC are reimbursed through subscriber fees.	Q3
4	Develop a plan to add El Cerrito Fire District as a subscriber to the CCRFCC.	Q2
5	Execute the plan to add El Cerrito Fire District as a subscriber to the CCRFCC.	Q3
6	Complete the kitchen remodel.	Q2
7	Initiate and hold quarterly Subscriber User Group meetings for all subscribers to review operational issues, technical issues and service plans. Target Q3 for the first meeting.	Q3
8	Develop a plan (scope, pricing and timeline) for the CCRFCC remodel to support the expansion and growth.	Q2
9	Evaluate current dispatch workflow, research and visit other communications centers to evaluate their workflow, and propose a new SOP (to include command channel support) for review and testing prior to implementation.	Q1
10	Implement a new SOP for dispatch workflow to include command channel support.	Q2