

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

Meeting Location: 4005 Port Chicago Highway, Suite 250, Concord
(925) 941-3300

AGENDA

MONDAY
August 13, 2018
7:00 PM

- I. Pledge of Allegiance and Roll Call
- II. Presentation of Service Awards
- III. Public Hearings
 - A. August 8, 2018 Report on the Cost of Abatement
- IV. Public Comments Period
- V. Consent Items – *Items are subject to removal from the consent calendar by request of any Commissioner or on request for discussion by a member of the public.*
 - A. Approval of June 11, 2018 Meeting Minutes
 - B. Accept and File Reports
 1. Personnel Report
 2. Operating Budget
 3. CORRECTED Operating Budget (from June meeting)
 4. Fire Prevention Report
 5. Monthly Activity Reports
 6. Suppression Leave Summary
 7. Correspondence
- VI. Discussion Items
 - A. Declaration of Surplus Equipment – Report of July 17, 2018
 - B. Bylaws Change Proposal – Review County Counsel’s Revisions
 - C. Fire Safety Inspections – Commercial Property
 - D. Update on The Alliance – Fire District/AMR Relationship
- VII. Fire Chief’s Report
- VIII. Commissioners’ Comments / Items for Future Agendas
- IX. Next Regular Meeting Date and Time – October 8, 2018, 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) 941-3300, extension 1200.

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 4005 Port Chicago Highway, Suite 250, Concord, CA 94520 during normal business hours.

**Advisory Fire Commission
Presentation of Service Awards**

August 13, 2018

Service Awards

Interim Assistant Fire Chief Charles Stark – 15 years (July 11, 2003)

Fire Captain Dave Manzeck – 15 years (July 21, 2003)



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

August 8, 2018

REPORT ON THE COST OF ABATEMENT

This report is filed in compliance with Section 14906, as modified by Section 13867 of the Health & Safety Code, and is an account of the cost of abatement on or adjacent to each separate parcel of land to be submitted to the County Auditor's Office for assessment against the respective parcels.

This account is hereby posted on the eighth day of August 2018, on the District Administration door, 4005 Port Chicago Highway, Suite 250, Concord, CA and Station 69, 4640 Appian Way, El Sobrante, CA.

This report will be submitted to the Commission for confirmation at the Advisory Fire Commission meeting to be held on the thirteenth day of August 2018 at 7:00 p.m.

By:

A handwritten signature in black ink, appearing to read "R Marshall", written over a white background.

Robert Marshall
Fire Marshal

and:

A handwritten signature in blue ink, appearing to read "Latonia Ellingberg", written over a white background.

Latonia Ellingberg
Secretary to the
Advisory Fire Commission

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CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

August 8, 2018

TO: Chairman, Advisory Fire Commission
FROM: Fire Chief Jeff Carman
SUBJECT: Hearing of Abatement Report

In accordance with requirements of the California State Health and Safety Code, the Advisory Fire Commission shall hold a hearing to confirm the charges of the 2018 Abatement Report so that these charges may be placed on the 2019-20 tax roll. The total amount of this list is \$42,377.83.

The attached report is an itemized accounting of abatement costs incurred by this District for weed abatement and/or rubbish removal of the listed parcels, as provided for by State statutes and local ordinance.

1. The Commission Chair to open hearing in the matter of receiving and considering the 2018 Abatement Report on abatement costs incurred by the Fire District.
2. Upon hearing objections or protests, if any, by property owners, the Commission may overrule any or all objections or modify the Report as the Commission deems necessary.
3. Upon conclusion of the hearing, a Commission member should make a motion to confirm the Report: "Move that the Commission adopt the 'Resolution of Confirmation' confirming the Abatement Report."
4. An additional motion is necessary to allow adjustment or removal of charges without additional hearings: "Move that the Commission does hereby order the District staff to 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."

JC/cm

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CONTRA COSTA COUNTY
 FIRE PROTECTION DISTRICT
 ABATEMENT REPORT ON CHARGES FOR 2018 PRIOR TO August 13, 2018
 8/2/2018

Exhibit "A"

PARCEL #	OWNER	CHARGES
074-241-001	GARROW & VETRANO INC	\$1,982.19
074-261-039	GARROW & VETRANO INC	\$1,977.00
096-016-002	DAVIS ADA EST OF	\$3,393.40
096-016-003	DAVIS ADA EST OF	\$1,601.00
110-344-013	TRANS BAY FEDERAL S & L	\$3,030.00
120-121-010	CASTRO WILLIAM	\$1,467.50
120-121-035	BRITTON EUGENE A & MARJORIE	\$1,202.00
120-122-008	HOUSTON WALTON H & VALERIE	\$1,536.50
127-013-020	PLEASANT HILL DEV CO	\$2,951.20
127-013-024	BILLINGS MAXINE L	\$2,077.55
127-025-022	BILLINGS MAXINE L	\$2,720.66
127-025-023	BILLINGS WILLIAM C	\$2,986.57
127-025-024	BILLINGS WILLIAM C	\$1,177.77
130-040-021	HUNTER KEVIN G	\$2,110.64
130-150-059	JABBAR AMJAD	\$1,679.66
154-140-015	MONROE DAVID L	\$1,507.50
164-440-018	CAI CHRISTOPHER	\$1,086.33
372-161-011	EUROPEAN HILLS PROPERTY TRUST	\$1,339.50
376-031-016	MUEHLMAN SUSAN	\$1,610.33
376-102-001	MACALVEY FRANCIS C	\$4,940.53
COUNT: 20	TOTAL	\$42,377.83



MINUTES

June 11, 2018

The Advisory Fire Commission met at a regular meeting on Monday, June 11, 2018 at 7:00 p.m. Chairman Rojanasathira called the meeting to order, and Denise Cannon led the salute to the flag.

ROLL CALL

Present:

Commissioners: Erel Betser – District I
Richard “Tom” Chapman – At Large #2
Mike Egan – At Large #1
Matthew Guichard – District II
Nat Rojanasathira – District V
Lisa Bartley – District I Alternate
Darran Mazaika – District IV Alternate

Fire Chief: Jeff Carman

Absent:

Debra Galey – District IV
Walter Fields – District V Alternate

SERVICE AWARDS

Fire Chief Carman and Jackie Lorrekovich, Chief of Administrative Services, presented Denise Cannon with her 30-year service award pin.

PUBLIC COMMENTS

None

CONSENT ITEMS

- A. February 26, 2018 Meeting Minutes
- B. Accept and File Reports:
 - 1. Personnel Report
 - 2. Operating Budget – Pulled from Consent calendar and moved to Discussion Items.
 - 3. Fire Prevention Report

4. Monthly Activity Reports
5. Suppression Leave Summary
6. Correspondence

Commissioner Chapman made a motion to accept and file items A., B.1., and B.3. through B.5. Motion seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Betser, Chapman, Egan, Guichard; ROJANASATHIRA; ABSENT: Galey).

DISCUSSION ITEMS

- A. Operating Budget – Reviewed/discussed May 11, 2018 report. In response to inquiries, Chief Carman noted that line 3619 reflects rent for two properties; and line 3622 reflects tenant improvements. Additionally, since the percentages in the last column are incorrect, the corrected report will be included in the materials for the August meeting.

Commissioner Chapman made a motion to accept and file the Operating Budget, seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Betser, Chapman, Egan, Guichard; ROJANASATHIRA; ABSENT: Galey).

- B. Declaration of Surplus Equipment – Report of May 15, 2018
- C. Declaration of Surplus Equipment – Report of June 24, 2018

Commissioner Chapman made a motion to approve the surplus of equipment listed on the declaration reports of May 15, 2018 and June 24, 2018. Motion was seconded by Commissioner Guichard. Said motion carried by a unanimous vote (AYES: Betser, Chapman, Egan, Guichard; ROJANASATHIRA; ABSENT: Galey).

- D. Nomination and Selection of Chair and Vice Chair for FY 18-19

Commissioner Chapman made a motion to re-nominate Commissioner Rojanasathira for Chair and Commissioner Galey for Vice Chair. Motion seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Betser, Chapman, Egan, Guichard; ROJANASATHIRA; ABSENT: Galey).

- E. Update on Bylaws Change Proposal

Recording Secretary Ellingberg reported that the Office of the County Counsel is apologetic for the delay and expects to respond to the Commission before the next meeting. Chief Carman encouraged the Commissioners to reach out to their respective Supervisors in order to move the process along.

FIRE CHIEF'S REPORT

Reviewed/discussed the June 11, 2018 Fire Chief's report.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

Guichard – Expressed interest in updates on issues related to inspections and also AMR contract issues. Chief Carman agreed to provide updates at a future meeting.

Meeting adjourned at 7:55 p.m.

NEXT MEETING DATE AND TIME

The next meeting is scheduled for August 13, 2018, 7:00 p.m.

Latonia Ellingberg, Recording Secretary

DRAFT



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

REVISED

TO: Advisory Fire Commission
FROM: Jackie Lorrekovich, Chief of Administrative Services
SUBJECT: Personnel Report – Revised
DATE: August 13, 2018

SERVICE AWARDS

15-YEAR

Charles Stark	Interim Assistant Fire Chief	07-11-03
Joshua Andrews	Fire Captain	07-21-03
Dave Manzeck	Fire Captain	07-21-03
Darcy Maupin	Fire Captain	07-21-03
Amy Miller	Fire Engineer	07-21-03
Eric Sheffield	Firefighter-Paramedic	07-21-03

NEW HIRES

Holly Trieu	Departmental HR Analyst	07-09-18
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PROMOTIONS

Nicholas Sinosky	Captain	07-01-18
Sam Nichols	Captain	07-01-18
Frank Elston	Captain	07-01-18
Vito Impastato	Battalion Chief	08-01-18

RETIREMENTS

Edward Gonzales	Assistant Fire Chief	10-13-89	06-29-18
Howard Burk	Telecommunication Specialist	06-07-05	06-30-18
Gregory Kennedy	EMS Quality Improvement Coordinator	06-10-98	06-30-18
Peter Marshall	Battalion Chief	01-01-88	08-01-18

SEPARATIONS

Casey McCauig	Fire Inspector I	06-18-18 (Resignation)
Autumn Maltbie	Clerk-Senior Level	08-06-18 (Resignation)
Katherine Seib	Clerk-Specialist Level	08-13-18 (Promotion to another county department)

PROBATIONARY DEMOTIONS

Keld Laustsen	Firefighter	07-12-18 (From Engineer)
Dominic Ferrante	Engineer	07-20-18 (From Fire Captain)

SUPPRESSION STAFFING VACANCIES*

	Minimum Staffing	Current Staffing	Vacancies
Fire Captain	84	<i>82</i>	<i>2</i>
Fire Engineer	84	<i>81</i>	<i>3</i>
Firefighter	84	88	(4)**
TOTAL	252	<i>251</i>	<i>1</i>

Revisions are in blue italics.

* The suppression staffing report reflects full staffing at 28 fire companies, one squad, and three STC's.

** This represents a surplus over minimum staffing. Incumbents will eventually fill promotional vacancies.

**CCCFPD General Fund Expenditures Summary
FY 2017-18 (as of 7/12/18)**

Dept	Obj	Sub Obj	Description	Appropriation	Adj	Expenditures	Encumbr	Balance	% Used
0952	6000	6201	GENERAL INVENTORY CLEAR	0	0	469,600	0	-469,600	
0952	6000	6203	FUEL INVENTORY CLEARING	0	0	52,079	0	-52,079	
0952	6000	6205	PARTS INVENTORY CLEARING	0	0	448,675	0	-448,675	
		6000 Total		0	0	970,354	0	-970,354	
7300	1000	1011	PERMANENT SALARIES	38,943,585	0	37,539,490	0	1,404,095	96.39%
7300	1000	1013	TEMPORARY SALARIES	275,000	0	429,886	0	-154,886	156.32%
7300	1000	1014	PERMANENT OVERTIME	10,815,395	0	12,066,655	0	-1,251,260	111.57%
7300	1000	1015	DEFERRED COMP CTY CONTRB	25,000	0	34,606	0	-9,606	138.42%
7300	1000	1019	COMP & S D I RECOVERIES	0	0	-512,703	0	512,703	
7300	1000	1042	F.I.C.A.	718,322	0	752,071	0	-33,749	104.70%
7300	1000	1044	RETIREMENT EXPENSE	26,267,568	0	25,550,279	0	717,289	97.27%
7300	1000	1046	EXCESS RETIREMENT BENEFIT	80,000	0	89,969	0	-9,969	112.46%
7300	1000	1060	EMPLOYEE GROUP INSURANCE	5,877,626	0	5,455,879	0	421,747	92.82%
7300	1000	1061	RETIREE HEALTH INSURANCE	5,365,000	0	5,134,168	0	230,832	95.70%
7300	1000	1062	OPEB PRE-PAY	1,959,289	0	1,959,289	0	0	100.00%
7300	1000	1063	UNEMPLOYMENT INSURANCE	0	0	8,991	0	-8,991	
7300	1000	1070	WORKERS COMPENSATION INS	3,702,169	0	4,771,450	0	-1,069,281	128.88%
		1000 Total		94,028,954	0	93,280,029	0	748,925	99.20%
7300	2000	2100	OFFICE EXPENSE	137,060	0	102,876	0	34,184	75.06%
7300	2000	2102	BOOKS-PERIODICLS-SUBSCRPT	25,925	0	18,781	0	7,144	72.44%
7300	2000	2103	POSTAGE	0	0	176	0	-176	
7300	2000	2110	COMMUNICATIONS	595,250	0	695,087	0	-99,837	116.77%
7300	2000	2120	UTILITIES	508,450	0	427,392	0	81,058	84.06%
7300	2000	2130	SMALL TOOLS & INSTRUMENTS	58,270	0	22,044	0	36,226	37.83%
7300	2000	2131	MINOR FURNITURE/EQUIPMENT	431,700	390,000	673,154	3,462	145,084	81.92%
7300	2000	2132	MINOR COMPUTER EQUIPMENT	201,050	0	252,832	0	-51,782	125.76%
7300	2000	2140	MEDICAL & LAB SUPPLIES	173,200	0	230,099	0	-56,899	132.85%
7300	2000	2150	FOOD	28,530	0	52,104	0	-23,574	182.63% (1)
7300	2000	2160	CLOTHING & PERSONAL SUPPL	566,500	0	907,877	0	-341,377	160.26%
7300	2000	2170	HOUSEHOLD EXPENSE	288,310	0	290,051	0	-1,741	100.60%
7300	2000	2190	PUBLICATNS & LEGL NOTICES	3,700	0	4,822	0	-1,122	130.33%
7300	2000	2200	MEMBERSHIPS	15,455	0	22,587	0	-7,132	146.14%
7300	2000	2250	RENTS & LEASES -EQUIPMENT	417,965	0	448,527	0	-30,562	107.31%
7300	2000	2251	COMPUTER SOFTWARE COST	373,890	0	192,745	3,939	177,206	51.55%
7300	2000	2260	RENTS & LEASES -PROPERTY	409,300	0	6,964	0	402,336	1.70%
7300	2000	2270	MAINTENANCE -EQUIPMENT	329,700	3,156	291,944	0	40,912	87.71%
7300	2000	2271	VEHICLE REPAIRS	693,350	-5,000	657,854	0	30,496	95.57%
7300	2000	2272	VEHICLE FUEL/OIL	413,500	0	487,613	0	-74,113	117.92%
7300	2000	2273	CNTRL GARAGE TIRES	125,000	0	145,927	0	-20,927	116.74%
7300	2000	2276	MNTN RADIO-ELECTRON EQUIP	0	0	2,565	0	-2,565	
7300	2000	2281	MAINTENANCE OF BUILDINGS	1,612,050	0	816,824	2,320	792,906	50.67%
7300	2000	2282	GROUNDS MAINTENANCE	556,970	0	235,548	0	321,422	42.29%
7300	2000	2300	TRANSPORTATION AND TRAVEL	10,007	0	18,988	0	-8,981	189.75% (2)
7300	2000	2301	AUTO MILEAGE EMPLOYEES	3,000	0	864	0	2,136	28.82%
7300	2000	2303	OTHER TRAVEL EMPLOYEES	289,450	0	144,140	0	145,310	49.80%
7300	2000	2310	NON CNTY PROF SPLCDZ SVCS	897,555	0	976,852	0	-79,297	108.83%
7300	2000	2314	CONTRACTED TEMPORARY HELP	42,870	3,694	27,648	32,097	-13,182	59.38%
7300	2000	2360	INSURANCE	5	0	6	0	-1	117.60%
7300	2000	2467	TRAINING & REGISTRATIONS	38,800	0	71,553	0	-32,753	184.41% (3)
7300	2000	2474	FIRE FIGHTING SUPPLIES	684,425	25,000	665,052	0	44,373	93.75%
7300	2000	2477	ED SUPPLIES AND COURSES	82,250	0	110,226	0	-27,976	134.01%
7300	2000	2479	OTHER SPECIAL DPMTAL EXP	21,750	0	17,786	0	3,964	81.77%
7300	2000	2490	MISC SERVICES & SUPPLIES	34,800	0	43,604	0	-8,804	125.30%
		2000 Total		10,070,037	416,850	9,063,113	41,818	1,381,956	86.42%
7300	3000	3505	RETIRE OTH LONG TERM DEBT	1,337,675	0	1,362,007	0	-24,332	101.82%

CCCFPD General Fund Expenditures Summary
FY 2017-18 (as of 7/12/18)

7300	3000	3515	INT ON OTH LONG TERM DEBT	391,445	0	488,903	0	-97,458	124.90%
7300	3000	3520	INT ON NOTES & WARRANTS	0	0	-25	0	25	
7300	3000	3530	TAXES & ASSESSMENTS	36,000	0	20,328	0	15,672	56.47%
7300	3000	3611	INTERFUND EXP - GOV/GOV	2,318,250	0	2,293,479	0	24,771	98.93%
7300	3000	3614	DOIT PHONE EXCHANGE	71,940	0	56,567	0	15,373	78.63%
7300	3000	3615	DOIT DATA PROC SVCS	173,836	0	164,194	0	9,642	94.45%
7300	3000	3616	DOIT DATA PROC SUPPLY	2,000	0	1,078	0	922	53.90%
7300	3000	3617	DOIT MNTN RADIO EQMT	40,000	0	19,543	0	20,457	48.86%
7300	3000	3618	DOIT OTHER TELCOM CHARGES	0	0	941	0	-941	
7300	3000	3619	GEN SVC-BLDG OCPNCY COSTS	28,760	312,130	327,653	0	13,237	96.12%
7300	3000	3620	GEN SVC-REQUESTED MNTCE	12,000	0	9,246	0	2,754	77.05%
7300	3000	3622	GEN SVC-OTHER GS CHARGES	182,730	949,370	1,157,361	0	-25,261	102.23%
7300	3000	3626	INFO SECURITY CHG	36,947	0	24,631	0	12,316	66.67%
		3000 Total		4,631,583	1,261,500	5,925,906	0	-32,823	100.56%
7300	4000	4708	CCCFIRE ADMIN IMPROVMENTS	0	75,000	44,294	0	30,706	59.06%
7300	4000	4951	OFFICE EQUIP & FURNITURE	90,000	0	45,377	0	44,623	50.42%
7300	4000	4953	AUTOS & TRUCKS	10,000	5,000	25,133	86,881	-97,014	167.55%
7300	4000	4954	MEDICAL & LAB EQUIPMENT	50,000	0	0	52,588	-2,588	0.00%
7300	4000	4955	RADIO & COMMUNICATN EQUIP	122,500	125,788	133,594	112,754	1,940	53.81%
7300	4000	4956	TOOLS & SUNDRY EQUIPMENT	150,300	595,483	691,031	19,650	35,101	92.66%
7300	4000	4971	CAPITALIZED SOFTWARE	50,000	-50,000	0	0	0	
		4000 Total		472,800	751,270	939,428	271,873	12,769	76.75%
7300	5000	5011	REIMBURSEMENTS-GOV/GOV	14,782,311	0	14,782,887	0	-576	100.00%
7300	5000	5016	TRANSFERS - GOV/GOV	2,600,630	0	2,600,630	0	0	100.00%
		5000 Total		17,382,941	0	17,383,517	0	-576	100.00%
		Grand Total		126,586,315	2,429,620	127,562,347	313,691	1,139,898	98.87%

- (1) Food for emergency incidents
- (2) Travel expenses for promotional exam assessors
- (3) Training classes (e.g. onsite sexual harassment & discrimination training)

**CCCFPD General Fund Expenditures Summary
FY 2017-18 (as of 5-11-2018)**

Dept	Obj	Sub Obj	Description	Appropriation	Adj	Expenditures	Encumbr	Balance	% Used
0952	6000	6201	GENERAL INVENTORY CLEAR	0	0	418,604	0	-418,604	
0952	6000	6203	FUEL INVENTORY CLEARING	0	0	36,953	0	-36,953	
0952	6000	6205	PARTS INVENTORY CLEARING	0	0	428,770	0	-428,770	
	6000	Total		0	0	884,327	0	-884,327	
7300	1000	1011	PERMANENT SALARIES	38,943,585	0	31,177,769	0	7,765,816	80.06%
7300	1000	1013	TEMPORARY SALARIES	275,000	0	372,241	0	-97,241	135.36%
7300	1000	1014	PERMANENT OVERTIME	10,815,395	0	10,212,241	0	603,154	94.42%
7300	1000	1015	DEFERRED COMP CTY CONTRB	25,000	0	27,956	0	-2,956	111.82%
7300	1000	1019	COMP & S D I RECOVERIES	0	0	-469,887	0	469,887	
7300	1000	1042	F.I.C.A.	718,322	0	633,395	0	84,927	88.18%
7300	1000	1044	RETIREMENT EXPENSE	26,267,568	0	21,164,955	0	5,102,613	80.57%
7300	1000	1046	EXCESS RETIREMENT BENEFIT	80,000	0	89,969	0	-9,969	112.46%
7300	1000	1060	EMPLOYEE GROUP INSURANCE	5,877,626	0	4,498,780	0	1,378,846	76.54%
7300	1000	1061	RETIREE HEALTH INSURANCE	5,365,000	0	4,289,276	0	1,075,724	79.95%
7300	1000	1062	OPEB PRE-PAY	1,959,289	0	1,469,467	0	489,822	75.00%
7300	1000	1063	UNEMPLOYMENT INSURANCE	0	0	8,634	0	-8,634	
7300	1000	1070	WORKERS COMPENSATION INS	3,702,169	0	3,982,282	0	-280,113	107.57%
	1000	Total		94,028,954	0	77,457,078	0	16,571,876	82.38%
7300	2000	2100	OFFICE EXPENSE	137,060	0	84,804	0	52,256	61.87%
7300	2000	2102	BOOKS-PERIODICLS-SUBSCRPT	25,925	0	15,134	0	10,791	58.38%
7300	2000	2103	POSTAGE	0	0	11	0	-11	
7300	2000	2110	COMMUNICATIONS	595,250	0	590,771	0	4,479	99.25%
7300	2000	2120	UTILITIES	508,450	0	383,027	0	125,423	75.33%
7300	2000	2130	SMALL TOOLS & INSTRUMENTS	58,270	0	20,583	0	37,687	35.32%
7300	2000	2131	MINOR FURNITURE/EQUIPMENT	431,700	390,000	476,361	133,197	212,142	57.97%
7300	2000	2132	MINOR COMPUTER EQUIPMENT	201,050	0	203,029	0	-1,979	100.98%
7300	2000	2140	MEDICAL & LAB SUPPLIES	173,200	0	208,429	0	-35,229	120.34%
7300	2000	2150	FOOD	28,530	0	34,512	0	-5,982	120.97%
7300	2000	2160	CLOTHING & PERSONAL SUPPL	566,500	0	816,702	0	-250,202	144.17% (1)
7300	2000	2170	HOUSEHOLD EXPENSE	288,310	0	233,767	0	54,543	81.08%
7300	2000	2190	PUBLICATNS & LEGL NOTICES	3,700	0	3,361	0	339	90.84%
7300	2000	2200	MEMBERSHIPS	15,455	0	15,837	0	-382	102.47%
7300	2000	2250	RENTS & LEASES -EQUIPMENT	417,965	0	344,484	0	73,481	82.42%
7300	2000	2251	COMPUTER SOFTWARE COST	373,890	0	186,927	0	186,963	50.00%
7300	2000	2260	RENTS & LEASES -PROPERTY	409,300	0	5,892	0	403,408	1.44%
7300	2000	2270	MAINTENANCE -EQUIPMENT	329,700	3,156	223,035	0	109,821	67.01%
7300	2000	2271	VEHICLE REPAIRS	693,350	-5,000	515,283	0	173,067	74.86%
7300	2000	2272	VEHICLE FUEL/OIL	413,500	0	379,573	0	33,927	91.80%
7300	2000	2273	CNTRL GARAGE TIRES	125,000	0	127,377	0	-2,377	101.90%
7300	2000	2281	MAINTENANCE OF BUILDINGS	1,612,050	0	621,612	0	990,438	38.56%
7300	2000	2282	GROUNDS MAINTENANCE	556,970	0	145,309	0	411,661	26.09%
7300	2000	2300	TRANSPORTATION AND TRAVEL	10,007	0	6,666	0	3,341	66.61%
7300	2000	2301	AUTO MILEAGE EMPLOYEES	3,000	0	858	0	2,142	28.60%
7300	2000	2303	OTHER TRAVEL EMPLOYEES	289,450	0	105,788	0	183,662	36.55%
7300	2000	2310	NON CNTY PROF SPCLZD SVCS	897,555	0	714,239	0	183,316	79.58%
7300	2000	2314	CONTRACTED TEMPORARY HELP	42,870	5,862	22,954	27,170	-1,392	47.10%
7300	2000	2360	INSURANCE	5	0	6	0	-1	117.60%
7300	2000	2467	TRAINING & REGISTRATIONS	38,800	0	56,008	0	-17,208	144.35% (2)
7300	2000	2474	FIRE FIGHTING SUPPLIES	684,425	25,000	510,390	27,319	171,716	71.94%
7300	2000	2477	ED SUPPLIES AND COURSES	82,250	0	101,471	0	-19,221	123.37%
7300	2000	2479	OTHER SPECIAL DPMTAL EXP	21,750	0	7,742	0	14,008	35.59%
7300	2000	2490	MISC SERVICES & SUPPLIES	34,800	0	36,705	0	-1,905	105.47%
	2000	Total		10,070,037	419,018	7,198,646	187,687	3,102,723	68.63%
7300	3000	3505	RETIRE OTH LONG TERM DEBT	1,337,675	0	1,362,007	0	-24,332	101.82%

**CCCFPD General Fund Expenditures Summary
FY 2017-18 (as of 5-11-2018)**

7300	3000	3515	INT ON OTH LONG TERM DEBT	391,445	0	488,903	0	-97,458	124.90%
7300	3000	3520	INT ON NOTES & WARRANTS	0	0	-25	0	25	
7300	3000	3530	TAXES & ASSESSMENTS	36,000	0	20,328	0	15,672	56.47%
7300	3000	3611	INTERFUND EXP - GOV/GOV	2,318,250	0	2,107,431	0	210,819	90.91%
7300	3000	3614	DOIT PHONE EXCHANGE	71,940	0	56,567	0	15,373	78.63%
7300	3000	3615	DOIT DATA PROC SVCS	173,836	0	142,371	0	31,465	81.90%
7300	3000	3616	DOIT DATA PROC SUPPLY	2,000	0	1,078	0	922	53.90%
7300	3000	3617	DOIT MNTN RADIO EQMT	40,000	0	14,847	0	25,153	37.12%
7300	3000	3618	DOIT OTHER TELCOM CHARGES	0	0	941	0	-941	
7300	3000	3619	GEN SVC-BLDG OCPNCY COSTS	28,760	0	284,015	0	-255,255	987.53% (3)
7300	3000	3620	GEN SVC-REQUESTED MNTCE	12,000	0	8,633	0	3,367	71.94%
7300	3000	3622	GEN SVC-OTHER GS CHARGES	182,730	0	1,140,436	0	-957,706	624.11% (4)
7300	3000	3626	INFO SECURITY CHG	36,947	0	24,631	0	12,316	66.67%
		3000 Total		4,631,583	0	5,652,163	0	-1,020,580	122.04%
7300	4000	4708	CCCFIRE ADMIN IMPROVMENTS	0	75,000	44,294	0	30,706	59.06%
7300	4000	4951	OFFICE EQUIP & FURNITURE	90,000	0	45,377	0	44,623	50.42%
7300	4000	4953	AUTOS & TRUCKS	10,000	5,000	25,133	0	-10,133	167.55% (5)
7300	4000	4954	MEDICAL & LAB EQUIPMENT	50,000	0	0	52,588	-2,588	0.00%
7300	4000	4955	RADIO & COMMUNICATN EQUIP	122,500	125,788	133,594	11,663	103,031	53.81%
7300	4000	4956	TOOLS & SUNDRY EQUIPMENT	150,300	595,483	276,082	434,599	35,101	37.02%
7300	4000	4971	CAPITALIZED SOFTWARE	50,000	-50,000	0	0	0	
		4000 Total		472,800	751,270	524,479	498,850	200,742	42.85%
7300	5000	5011	REIMBURSEMENTS-GOV/GOV	14,782,311	0	14,782,527	0	-216	100.00%
7300	5000	5016	TRANSFERS - GOV/GOV	2,600,630	0	2,600,630	0	0	100.00%
		5000 Total		17,382,941	0	17,383,157	0	-216	100.00%
		Grand Total		126,586,315	1,170,288	109,099,850	686,536	17,970,217	85.40%

- (1) Personal Protective Equipment usage from inventory supplies.
- (2) Training classes (e.g. onsite sexual harassment & discrimination training)
- (3) Garcia Ranch Road and Port Chicago Hwy.
- (4) GS charges for property (e.g. new lease for Admin Office)
- (5) ATV charged to 7300 instead of 7040



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 June and July 2018

DATE: August 13, 2018

June 2018:

	Engineering	Code Enforcement
Inspections	431	1636
Plan reviews	260	
Pub Ed Events	20	
Vegetation Inspections	1309	
Investigations	86	

July 2018:

	Engineering	Code Enforcement
Inspections	482	1551
Plan reviews	260	
Pub Ed Events	27	
Vegetation Inspections	555	
Investigations	106	

Incident Response by Station

(06/01/18 ~ 06/30/18)

Station	Runs	Runs/Day	Code 3
6	558	18.6	429
1	403	13.43	278
70	352	11.73	306
81	331	11.03	285
83	280	9.33	227
84	270	9	237
82	269	8.97	228
9	257	8.57	213
85	251	8.37	216
88	251	8.37	213
5	217	7.23	163
86	215	7.17	182
8	182	6.07	150
10	179	5.97	159
3	165	5.5	144
13	164	5.47	137
14	161	5.37	137
69	148	4.93	126
87	146	4.87	130
15	141	4.7	109
2	138	4.6	108
7	95	3.17	75
22	92	3.07	72
11	87	2.9	69
17	62	2.07	47
19	3	0.1	3
	5417	180.57	4443

(07/01/18 ~ 07/31/18)

Station	Runs	Runs/Day	Code 3
6	607	19.58	456
1	434	14	301
70	401	12.94	349
81	346	11.16	301
85	329	10.61	290
83	304	9.81	256
82	290	9.35	249
84	283	9.13	242
9	262	8.45	207
88	261	8.42	216
5	243	7.84	192
86	233	7.52	203
8	204	6.58	165
13	182	5.87	134
87	175	5.65	150
3	174	5.61	143
2	165	5.32	124
10	159	5.13	134
15	150	4.84	119
14	149	4.81	122
69	147	4.74	128
7	103	3.32	79
22	98	3.16	77
11	97	3.13	73
17	51	1.65	38
19	6	0.19	6
	5853	188.81	4754

Incident Response by Company

(06/01/18 ~ 06/30/18)

(07/01/18 ~ 07/31/18)

Unit	Runs	Runs/Day	Code 3
E106	339	11.3	277
E181	299	9.97	255
T184	270	9	237
T183	257	8.57	204
E185	244	8.13	209
E182	242	8.07	202
E101	241	8.03	183
E109	234	7.8	191
E188	234	7.8	197
T106	219	7.3	152
E105	217	7.23	163
E170	213	7.1	176
E186	182	6.07	151
T101	162	5.4	95
E103	159	5.3	139
E108	158	5.27	126
T114	154	5.13	130
E113	150	5	123
E187	146	4.87	130
SQ70	139	4.63	130
E110	138	4.6	119
E102	136	4.53	106
E115	133	4.43	102
E169	122	4.07	100
E122	86	2.87	66
E107	84	2.8	64
E111	76	2.53	59
E117	57	1.9	42
R10	38	1.27	38
E386	33	1.1	31
E381	32	1.07	30
R82	27	0.9	26
E308	24	0.8	24
E309	23	0.77	22
E383	23	0.77	23
E388	17	0.57	16
E369	15	0.5	15
E313	14	0.47	14
BS107	11	0.37	11
E311	11	0.37	10
R369	11	0.37	11
E315	8	0.27	7
E114	7	0.23	7
E385	7	0.23	7
E303	6	0.2	5
E322	6	0.2	6
E317	5	0.17	5
E319	3	0.1	3
R310	3	0.1	2
E302	2	0.07	2
	5417	180.57	4443

Unit	Runs	Runs/Day	Code 3
E106	378	12.19	303
E181	319	10.29	275
E185	312	10.06	273
T184	283	9.13	242
T183	276	8.9	228
E182	270	8.71	230
E101	265	8.55	204
E109	257	8.29	202
E188	246	7.94	201
E105	243	7.84	192
E170	236	7.61	198
T106	229	7.39	153
E186	210	6.77	180
E108	191	6.16	152
E187	175	5.65	150
E103	174	5.61	143
E113	172	5.55	124
T101	169	5.45	97
E102	165	5.32	124
SQ70	165	5.32	151
E115	140	4.52	109
T114	140	4.52	114
E169	133	4.29	114
E110	117	3.77	96
E111	94	3.03	70
E107	89	2.87	65
E122	82	2.65	62
E117	46	1.48	33
E383	28	0.9	28
R10	28	0.9	28
E381	27	0.87	26
E386	23	0.74	23
R82	20	0.65	19
E385	17	0.55	17
E322	16	0.52	15
E388	15	0.48	15
BS107	14	0.45	14
E110A	14	0.45	10
E308	13	0.42	13
E313	10	0.32	10
E315	10	0.32	10
R369	10	0.32	10
E114	9	0.29	8
E319	6	0.19	6
E309	5	0.16	5
E317	5	0.16	5
E369	4	0.13	4
E311	3	0.1	3
	5853	188.81	4754

Contra Costa County Fire Protection District

Station Summary Year: 2018 Month: 6

Area	City	Code 3 Calls	Mutual Aid	Auto Aid	Struc.	Fire			EMMS Rescue	Hazard	Public Service	Mistaken Alarm	False Alarm	Other NF	Total	PP - FD Processing	FD - FE Turnout	FE - FA Travel	Total Response
						Veg.	Other	EMS											
01	Walnut Creek	147	0	2	0	2	1	106	8	14	51	15	0	197	01:31	01:40	04:09	07:17	
02	Pleasant Hill	84	0	1	1	1	4	71	2	7	24	8	0	118	01:28	01:46	04:10	07:36	
03	Walnut Creek	146	0	1	1	0	1	126	3	6	17	5	1	160	01:29	01:56	04:34	08:14	
04	Walnut Creek	16	0	4	0	0	0	11	2	3	8	2	0	26	01:22	01:47	07:51	11:48	
05	Pleasant Hill	101	0	1	0	1	3	82	5	11	27	8	0	137	01:28	01:50	04:21	07:49	
06	Concord	255	0	5	5	4	12	192	4	21	62	18	1	319	01:30	01:19	04:43	07:30	
07	Walnut Creek	56	0	0	1	0	0	50	0	6	10	10	0	77	01:23	01:28	04:38	07:23	
08	Concord	117	0	2	2	4	3	98	1	11	15	3	0	137	01:27	01:52	04:05	07:18	
09	Pacheco	149	0	0	0	1	4	91	2	4	67	14	0	183	01:33	01:46	05:06	08:19	
10	Concord	88	0	1	2	0	2	66	3	2	17	4	0	96	01:17	01:29	04:42	07:25	
11	Clayton	53	0	2	1	2	2	40	3	3	15	6	0	72	01:30	01:21	05:06	07:54	
12	Martinez	74	0	1	1	2	3	42	2	14	26	3	0	93	01:21	01:52	06:37	09:43	
13	Martinez	39	0	1	0	1	3	23	3	5	11	3	0	49	01:23	01:52	05:39	08:51	
14	Martinez	76	0	2	1	2	1	60	2	7	15	0	0	88	01:13	02:07	04:12	07:11	
15	Lafayette	65	0	7	4	2	1	54	3	6	14	7	1	92	01:26	02:01	04:10	07:38	
16	Lafayette	12	0	12	0	0	1	10	3	2	2	2	0	20	01:26	01:45	05:44	09:13	
17	Lafayette	18	0	0	0	0	0	17	1	4	1	0	0	23	01:16	02:06	04:05	07:39	
18	Clyde	4	0	0	0	0	1	3	0	1	2	3	0	10	01:03	01:16	08:49	11:08	
19	Martinez	3	0	2	0	0	0	1	0	1	1	0	1	4	01:20	01:25	10:12	11:57	
21	Concord	43	0	0	1	5	3	28	1	2	11	1	0	52	01:22	01:43	06:49	09:56	
22	Concord	25	0	2	0	3	0	18	1	3	9	1	0	35	01:14	01:18	04:24	06:58	
69	El Sobrante	71	0	35	1	1	0	64	3	2	12	3	6	92	01:24	01:52	04:30	08:01	
70	San Pablo	244	0	104	6	2	13	185	8	10	49	8	10	291	01:43	01:38	04:16	07:39	
81	Antioch	220	0	12	5	7	16	147	4	11	65	5	0	260	01:28	01:34	04:43	07:38	
82	Antioch	181	0	4	2	5	4	138	2	14	44	8	0	217	01:29	01:38	04:40	07:53	
83	Antioch	181	0	3	3	7	9	131	4	18	44	3	0	219	01:27	01:42	04:25	07:38	
84	Pittsburg	97	0	1	0	4	8	52	4	1	36	5	0	110	01:30	01:31	05:24	08:42	
85	Pittsburg	194	0	1	0	5	7	144	6	8	50	9	0	229	01:31	01:43	04:31	07:41	
86	Bay Point	148	0	5	3	4	12	110	5	5	29	6	0	174	01:25	01:46	05:33	08:37	
87	Pittsburg	67	0	1	0	1	4	48	2	2	17	0	0	74	01:27	01:38	05:09	08:01	
88	Antioch	126	0	13	0	6	4	86	4	5	35	3	2	145	01:28	01:37	05:35	08:32	
CON		8	1	2	0	2	0	2	0	0	4	0	0	8	01:38	01:48	06:48	10:33	
**Other		147	2	170	3	12	3	53	4	7	80	7	1	170	01:08	01:25	06:22	08:37	
		3255	3	397	43	86	125	2349	95	216	870	170	23	3977					

Time caps: Yes Processing: 5:00 mins; Turnout: 4:00 mins; Travel: 14:00 mins; Total Response: 16:00 mins (Revised on 03/27/2018)

Contra Costa County Fire Protection District

Station Summary Year: 2018 Month: 7

Area	City	Code 3 Calls	Mutual Aid	Auto Aid	Fire			Struc.	Veg.	Other	EMS			Public Mistaken Alarm	False Alarm	Other NF	Total	PP - FD Processing	FD - FE Turnout	FE - FA Travel	Total Response
					1	2	3				Rescue	Hazard	Rescue								
01	Walnut Creek	158	0	4	1	1	5	117	4	13	51	19	1	212	01:32	01:42	04:00	07:17			
02	Pleasant Hill	83	0	0	2	0	2	73	3	6	26	8	0	120	01:31	01:45	04:11	07:25			
03	Walnut Creek	150	0	3	2	2	0	126	2	5	28	9	1	175	01:31	01:53	05:02	08:32			
04	Walnut Creek	23	0	4	0	0	0	21	3	0	6	2	0	32	01:34	02:11	05:46	09:45			
05	Pleasant Hill	120	0	0	0	0	4	97	4	8	27	7	0	147	01:33	01:34	04:31	07:38			
06	Concord	286	0	1	3	5	9	226	7	25	74	15	0	364	01:27	01:25	05:01	07:46			
07	Walnut Creek	64	0	0	0	0	1	50	3	10	14	11	0	89	01:18	01:28	04:52	07:33			
08	Concord	131	0	3	4	5	4	109	3	5	20	6	0	156	01:23	01:41	04:21	07:33			
09	Pacheco	148	0	3	1	9	4	87	3	8	65	14	1	192	01:34	01:31	05:13	08:23			
10	Concord	80	0	1	1	1	3	61	1	9	14	3	0	93	01:19	01:38	03:59	07:00			
11	Clayton	48	0	0	1	1	4	37	3	7	10	6	1	70	01:28	01:31	05:20	08:08			
12	Martinez	85	0	2	3	2	3	57	2	8	24	6	0	105	01:32	02:01	06:48	09:57			
13	Martinez	37	0	3	0	0	1	31	0	7	11	1	0	51	01:19	01:51	05:31	08:39			
14	Martinez	85	0	1	0	0	3	73	2	6	9	3	0	96	01:13	01:55	04:28	07:36			
15	Lafayette	65	0	6	0	0	4	50	3	5	19	12	1	94	01:19	01:52	03:51	06:49			
16	Lafayette	20	0	13	0	0	1	14	2	1	6	0	3	27	01:08	01:37	07:32	10:01			
17	Lafayette	7	0	1	0	0	0	6	2	0	2	0	0	10	01:21	01:38	06:28	09:28			
18	Clyde	13	0	0	0	0	0	8	2	0	4	0	1	15	01:34	01:23	07:21	10:12			
19	Martinez	7	0	4	0	1	0	2	0	0	3	0	1	7	01:45	01:52	11:33	13:13			
21	Concord	56	0	2	3	1	0	46	1	5	10	9	0	75	01:16	01:43	05:35	08:39			
22	Concord	38	0	2	1	0	0	31	3	1	10	3	1	50	01:30	01:40	04:49	07:42			
69	El Sobrante	61	0	23	1	1	4	47	6	1	9	3	3	75	01:21	01:50	03:59	07:15			
70	San Pablo	252	0	83	1	5	17	193	13	7	57	8	6	307	01:33	01:45	04:20	07:40			
81	Antioch	250	0	6	3	9	27	158	4	8	66	14	2	291	01:28	01:25	04:43	07:42			
82	Antioch	184	0	6	1	8	8	134	2	16	44	5	1	219	01:27	01:46	04:59	08:14			
83	Antioch	185	0	1	2	8	8	140	3	23	35	9	0	228	01:20	01:32	04:36	07:33			
84	Pittsburg	98	0	1	0	5	3	70	1	5	20	7	0	111	01:26	01:33	04:36	07:47			
85	Pittsburg	234	0	0	3	6	15	159	4	9	61	11	0	268	01:27	01:36	05:03	08:04			
86	Bay Point	165	0	1	2	2	11	129	3	5	38	5	0	195	01:25	01:44	05:12	08:13			
87	Pittsburg	71	0	1	1	1	7	48	1	2	14	2	0	76	01:19	01:44	04:58	07:52			
88	Antioch	109	0	14	1	3	4	72	2	7	32	10	0	131	01:24	01:37	05:12	08:08			
CON		5	1	3	1	0	0	2	0	0	4	0	0	7	01:41	01:03	05:32	07:20			
**Other		139	2	154	7	11	8	56	2	4	61	2	3	154	01:17	01:14	06:02	08:20			
		3457	3	346	45	87	160	2530	94	216	874	210	26	4242							

Time caps: Yes Processing: 5:00 mins; Turnout: 4:00 mins; Travel: 14:00 mins; Total Response: 16:00 mins (Revised on 03/27/2018)



CONTRA COSTA COUNTY Fire Protection District



Home | **Operations** | EMS | Support Services | Administration
Aid Provided (6/1/2018 - 6/30/2018)

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	-	48/70	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CDF	24/33	12/21	1/2	0/0	2/3	0/0	1/1	0/0	0/0
CON	66/105	-	4/4	1/1	26/39	32/49	9/11	63/78	4/12
CRK	0/0	6/8	-	0/0	0/0	1/4	3/7	0/0	0/0
ECR	0/0	16/22	1/1	-	7/9	4/5	2/6	54/63	0/0
MOR	0/0	38/49	0/0	0/0	-	1/1	1/1	0/0	0/0
POE	0/0	9/9	1/1	0/0	0/0	-	10/10	2/2	0/0
RDO	1/2	5/5	4/7	0/0	0/0	23/32	-	0/0	0/0
RMD	0/0	149/207	0/0	25/32	3/3	2/3	0/0	-	0/0
SRM	0/0	15/17	1/1	0/0	3/3	0/0	0/0	0/0	-
TNT	0/0	8/10	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	29	32
POE	Contract	RDO	2	3

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CONTRA COSTA COUNTY Fire Protection District



Home | [Operations](#) | EMS | Support Services | Administration
Aid Provided (7/1/2018 - 7/31/2018)

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	-	52/63	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CDF	23/26	13/16	1/1	0/0	2/3	0/0	0/0	0/0	1/1
CON	53/118	-	3/3	1/1	20/36	26/37	7/14	63/74	4/8
CRK	1/1	3/3	-	0/0	0/0	0/0	7/10	0/0	0/0
ECR	0/0	15/19	0/0	-	6/7	1/1	5/6	62/77	0/0
MOR	1/2	40/51	0/0	0/0	-	0/0	0/0	0/0	0/0
POE	0/0	10/10	0/0	0/0	0/0	-	10/10	0/0	0/0
RDO	0/0	11/11	5/7	0/0	3/3	10/12	-	0/0	0/0
RMD	0/0	121/159	0/0	35/38	0/0	0/0	1/1	-	0/0
SRM	1/1	11/11	0/0	0/0	1/1	0/0	0/0	0/0	-
TNT	0/0	2/4	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	3	3
POE	Contract	POE	35	35

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DATE	DAY	SHIFT	SL	VAC	WC	OTHER	TOTAL	TOTAL OT	MAN OT	EXP. OTHER
4	MON	A	5.0	1.0	2.0	2.0	10.0	8.0	0.0	1.0 AWOP, 1.0 SPEC
5	TUE	A	5.0	1.0	3.0	1.0	10.0	10.0	0.0	1.0 SPEC
10	SUN	A	7.5	8.0	2.0	5.5	23.0	21.5	3.0	1.0 LOA, 4.5 SPEC
11	MON	A	3.5	6.5	2.0	12.0	24.0	21.0	4.5	1.0 LOA, 1.0 OPST, 10.0 SPEC
16	SAT	A	6.5	12.0	2.0	2.0	22.5	20.5	6.5	1.0 LOA, 1.0 SPEC
17	SUN	A	2.0	11.5	2.0	2.0	17.5	17.5	2.0	1.0 AWOP, 1.0 SPEC
22	FRI	A	6.0	8.0	2.0	1.0	17.0	15.0	0.0	1.0 LOA
23	SAT	A	4.0	10.0	2.0	1.0	17.0	20.5	7.5	1.0 LOA
28	THU	A	3.5	6.5	2.0	6.0	18.0	12.5	0.0	1.0 LOA, 2.0 OPST, 3.0 SPEC
29	FRI	A	3.0	11.0	2.0	2.0	18.0	14.0	2.0	1.0 LOA, 1.0 OPST
1	FRI	B	2.0	6.0	0.0	3.0	11.0	15.0	0.0	1.0 AWOP, 1.0 LOA, 1.0 SPEC
6	WED	B	2.0	2.0	0.0	5.5	9.5	13.5	0.0	1.0 AWOP, 1.0 LOA, 2.0 OPST, 1.5 SPEC
7	THU	B	2.0	7.0	0.0	6.5	15.5	17.0	2.0	1.0 AWOP, 1.0 LOA, 3.0 OPST, 1.5 SPEC
12	TUE	B	2.0	3.5	0.0	9.5	15.0	18.5	0.0	1.0 AWOP, 2.0 LOA, 6.5 SPEC
13	WED	B	0.5	2.0	0.0	9.0	11.5	15.5	0.0	1.0 AWOP, 2.0 LOA, 6.0 SPEC
18	MON	B	2.0	9.0	0.0	5.0	16.0	19.5	0.0	1.0 AWOP, 2.0 LOA, 2.0 SPEC
19	TUE	B	0.0	7.5	0.0	5.0	12.5	16.0	0.5	1.0 AWOP, 2.0 LOA, 2.0 SPEC
24	SUN	B	2.0	10.0	1.0	3.0	16.0	23.0	3.0	1.0 AWOP, 2.0 LOA
25	MON	B	1.0	11.0	1.0	4.0	17.0	23.0	3.0	2.0 LOA, 1.0 OPST, 1.0 SPEC
30	SAT	B	2.0	10.0	0.0	3.0	15.0	24.5	8.0	2.0 LOA, 1.0 OPST
2	SAT	C	5.0	9.0	6.0	1.5	21.5	21.0	4.0	1.0 AWOP, 0.5 AL
3	SUN	C	6.0	8.0	6.0	2.0	22.0	21.5	6.5	2.0 AWOP
8	FRI	C	5.0	7.0	6.0	3.0	21.0	21.0	4.0	1.0 AWOP, 2.0 OPST
9	SAT	C	4.0	9.5	6.0	1.5	21.0	21.5	2.0	1.0 AWOP, 0.5 OPST
14	THU	C	5.5	10.0	4.0	2.5	22.0	22.5	8.5	1.0 AWOP, 1.5 SPEC
15	FRI	C	3.0	7.0	3.0	1.5	14.5	14.5	6.0	1.0 AWOP, 0.5 SPEC
20	WED	C	7.0	2.0	2.0	2.5	13.5	13.5	0.0	1.0 AWOP, 1.5 SPEC
21	THU	C	4.0	4.0	2.0	1.0	11.0	12.5	0.0	1.0 AWOP
26	TUE	C	4.0	6.0	3.0	2.0	15.0	16.0	5.0	1.0 AWOP, 1.0 OPST
27	WED	C	2.0	7.5	2.0	2.0	13.5	14.5	6.0	1.0 AWOP, 1.0 OPST
AVG DAILY			3.6	7.1	2.1	3.6	16.4	17.5	2.8	
AVG A			4.6	7.6	2.1	3.5	17.7	16.1	2.6	
AVG B			1.6	6.8	0.2	5.4	13.9	18.6	1.7	
AVG C			4.6	7.0	4.0	2.0	17.5	17.9	4.2	
RANGE			0.0-7.5	1.0-12.0	0.0-6.0	1.0-12.0	9.5-24.0	8.0-24.5	0.0-8.5	
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							
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DATE	DAY	SHIFT	SL	VAC	WC	OTHER	TOTAL	TOTAL OT	MAN OT	EXP. OTHER
4	WED	A	1.5	11.5	3.0	3.0	19.0	20.0	7.0	1.0 LOA, 1.0 OPST, 1.0 SPEC
5	THU	A	1.0	11.0	3.0	2.0	17.0	15.0	0.0	1.0 LOA, 1.0 OPST
10	TUE	A	3.5	6.0	2.0	3.0	14.5	13.0	0.0	1.0 JD, 1.0 LOA, 1.0 OPST
11	WED	A	1.0	6.5	2.0	2.0	11.5	10.5	0.0	1.0 JD, 1.0 LOA
16	MON	A	1.0	7.5	2.0	1.0	11.5	9.5	0.0	1.0 LOA
17	TUE	A	1.0	7.0	2.0	1.0	11.0	9.0	0.0	1.0 LOA
22	SUN	A	7.0	6.5	2.0	3.0	18.5	16.0	0.0	1.0 AWOP, 1.0 LOA, 1.0 OPST
23	MON	A	3.0	8.5	2.0	3.5	17.0	14.0	0.0	1.0 AWOP, 1.0 LOA, 1.0 OPST, 0.5 SPEC
28	SAT	A	3.0	11.0	2.0	9.0	25.0	19.0	6.0	1.0 AWOP, 1.0 LOA, 7.0 OPST
29	SUN	A	4.0	8.0	2.0	9.0	23.0	18.0	0.0	1.0 AWOP, 1.0 LOA, 7.0 OPST
1	SUN	B	1.0	6.0	1.0	2.0	10.0	23.0	11.0	2.0 LOA
6	FRI	B	1.5	10.0	1.0	5.0	17.5	23.5	3.5	1.0 AL, 2.0 LOA, 2.0 OPST
7	SAT	B	1.0	9.0	1.0	5.0	16.0	22.5	4.5	1.0 AL, 2.0 LOA, 2.0 OPST
12	THU	B	1.0	10.0	0.0	2.0	13.0	21.0	0.0	2.0 LOA
13	FRI	B	0.0	5.5	0.0	2.0	7.5	15.5	0.0	2.0 LOA
18	WED	B	4.5	5.0	1.0	2.0	12.5	20.5	0.0	2.0 LOA
19	THU	B	1.0	6.5	0.0	2.0	9.5	16.5	0.0	2.0 LOA
24	TUE	B	3.5	5.5	0.0	4.0	13.0	17.5	0.0	2.0 LOA, 2.0 OPST
25	WED	B	0.0	4.0	0.0	4.0	8.0	13.0	0.0	2.0 LOA, 2.0 OPST
30	MON	B	6.5	4.0	0.5	12.0	23.0	20.0	0.0	1.0 FH, 2.0 LOA, 9.0 OPST
31	TUE	B	2.0	4.5	1.0	12.0	19.5	16.5	0.0	1.0 FH, 2.0 LOA, 9.0 OPST
2	MON	C	2.0	9.0	2.0	1.5	14.5	17.0	0.0	1.0 AWOP, 0.5 JD
3	TUE	C	1.0	10.0	3.0	2.0	16.0	19.0	7.0	1.0 AWOP, 1.0 AL
8	SUN	C	1.5	9.5	3.0	2.0	16.0	16.0	0.5	1.0 AWOP, 1.0 OPST
9	MON	C	1.5	3.0	3.0	3.0	10.5	10.5	1.0	2.0 AWOP, 1.0 OPST
14	SAT	C	4.0	10.0	3.0	1.0	18.0	19.0	6.0	1.0 AWOP
15	SUN	C	1.0	9.5	3.0	1.0	14.5	16.0	6.0	1.0 AWOP
20	FRI	C	5.0	8.0	2.0	2.0	17.0	17.0	0.0	1.0 AWOP, 1.0 AL
21	SAT	C	0.0	11.0	2.0	2.0	15.0	15.0	3.0	2.0 AWOP
26	THU	C	3.0	3.0	2.0	2.0	10.0	16.5	0.0	2.0 AWOP
27	FRI	C	3.0	3.0	2.0	4.0	12.0	17.5	4.0	2.0 AWOP, 2.0 OPST
AVG DAILY			2.3	7.4	1.7	3.5	14.9	16.7	1.9	
AVG A			2.6	8.4	2.2	3.7	16.8	14.4	1.3	
AVG B			2.0	6.4	0.5	4.7	13.6	19.0	1.7	
AVG C			2.2	7.6	2.5	2.1	14.4	16.4	2.8	
RANGE			0.0-7.0	3.0-11.5	0.0-3.0	1.0-12.0	7.5-25.0	9.0-23.5	9.0-23.0	
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							
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Ellingberg, Latonia

From: Ciotola, Dominic
Sent: Saturday, June 30, 2018 3:47 PM
To: CCCFPD-All
Subject: CCCFPD COMMENT CARD -Another thank you

From Ms. DuPont

Incident Date: 6/29/18

Comments: I want to thank you for your efforts on the Ygnacio Valley Fire. Yesterday I was wondering if I'd have to leave my home, potentially losing it, and [today](#) I'm back to regular life. You're a line of defense we don't realize we have until we need it, and we would truly be lost without your protection. Thank you for keeping my city safe.

=====
Overall Customer Service: Very Satisfied

Dispatch Service: Very Satisfied

Response Time: Very Satisfied

Firefighter Professionalism: Very Satisfied

Communicate Clearly: Very Satisfied

Met Expectations: Very Satisfied

Sent from my Verizon 4G LTE smartphone

Ellingberg, Latonia

From: Ciotola, Dominic
Sent: Saturday, June 30, 2018 3:40 PM
To: CCCFPD-All
Subject: District Comment Card- Thank You

We received a e-comment card from a Ellen Taylor that I wanted to share with everyone.

Incident Date: 6/29/18

Comments: Thank you from the bottom of our hearts for the incredible skill, commitment and effectiveness in saving our home and our community yesterday. It was amazing that under the conditions you could so contain the fire that no homes were lost and no one was injured. If there is ever anything we can do for you, just ask. Our house is literally your house.

=====
Overall Customer Service: Very Satisfied

Dispatch Service: Very Satisfied

Response Time: Very Satisfied

Firefighter Professionalism: Very Satisfied

Communicate Clearly: Very Satisfied

Met Expectations: Very Satisfied

Sent from my Verizon 4G LTE smartphone

Ellingberg, Latonia

Subject: FW: CCCFPD Feedback Info

From Mr. Coluzzi

Incident Date: Friday June 29, 2018

Comments: Chief Carman, On behalf of the HOA at Montecito we wanted to thank you and your crew for their rapid response during the Lime Ridge fire last week. It was extremely impressive how quickly you and Calfire responded. There was a great sense of pride and security to have such capable people preventing the fire from spread to our homes...WOW! You prevented a possible disaster and saved lives. I stopped by this morning to drop off some donuts and coffee...We would also like to invite you and your team to our BBQ on July 28th at 4PM as another way of saying thanks. Very impressive.. All the Best The residents of Montecito.

=====
Overall Customer Service: Very Satisfied

Dispatch Service: Very Satisfied

Response Time: Very Satisfied

Firefighter Professionalism: Very Satisfied

Communicate Clearly: Very Satisfied

Met Expectations: Very Satisfied

Subject: United Professional Firefighters of Contra Costa County: Fire on Ygnacio Concord June 29th
To: info@ccfirefighters.org

This is an enquiry email via <https://www.contracostafirefighters.org/> from:
Hazel Smith <[REDACTED]>

Hello, My daughter and her family live in the Crystyl Ranch Development. On June 29th I was coming down from Medford Oregon to take care of her children for the weekend. The dry hills around her home caught on fire, but the firefighters in the area had the fire out and we were able to go home that evening. Thank you al so much

Subject: United Professional Firefighters of Contra Costa County: Thank you
To: info@ccfirefighters.org

This is an enquiry email via <https://www.contracostafirefighters.org/> from:
J. Powers <[REDACTED]>

Kudos to the firefighters and pilots who participated in containing the potentially devastating fire that broke out recently in the Ygnacio Valley area! Thank you for your service!

Chief Marshall—

Thank you for taking the time from your busy schedule and presenting fire preparedness to the Rossmoor residents today. Your presentation was outstanding and appears to have been well received.

As we discussed beforehand, there has been a lot of anxiety in Rossmoor following the Labor Day weekend fire here and a short while later the Sonoma/Napa and Southern California fires. You were patient and reassuring today and that's what the residents needed to hear. Thanks also for sticking around and fielding every last question. I know it was appreciated.

Tim O'Keefe

CEO

1



Golden Rain Foundation
1001 Golden Rain Road
Walnut Creek, CA 94595
925-988-7712

Hello Robert,

Thank you again for your presentation yesterday. You did a great job and your style is perfect for Rossmoor. I spoke to a number of residents and received emails from a few who all said the presentation was so well done.

Again, thank you and I hope to see you soon.

Dennis

Dennis Bell
Public Safety Manager



[Golden Rain Foundation](#)
[800 Rockview Drive](#)
[Walnut Creek, CA 94595](#)
(925) 988-7611
dbell@rossmoor.com

NOTE from Fire Marshal Robert Marshall:

This presentation was an outcropping of the vehicle accident that closed the front gate to Rossmoor several months ago. The residents were very concerned about what would happen in the event of a wildfire requiring evacuations. The wildfire evacuation issue is a long standing concern of theirs.

The city's risk manager/emergency planner had a meeting with us and PD which led to a tabletop exercise this past Monday to discuss wildfires and potential evacuation of Rossmoor that included Walnut Creek's EOC staff, County OES, a few NGO's, and us (Thanks to Chief Atlas for attending!)

The timing of the presentation was to coincide with the tabletop on Monday.

Robert

Pittsburg resident

Dear Firefighters,
There was a fire this weekend at the vacant "Manville lot" right next to The Village@New York Landing, where I live. Only one back yard with dry weeds was separating my house from the wall of the burning lot. I watched the copter buzz overhead again and again. Even though I already had my car packed with important items, I am so

glad you extinguished this fire before it reached any homes.

THANK YOU!

You really made a difference -
and you truly are appreciated.

for All you do!

Sincerely
Annette Jenkins

Walnut Creek resident

Chief Gonzales,

My name is Tom Draeger and I am President of The Rancho Paraiso Homeowners Assoc in Walnut Creek. I am writing this note to compliment one of your engine crews on their work two weeks ago. Eleven baby quail had fallen into a drop inlet and Engine Crew 7-shift A was called out. The crew acted very professionally and safely. They worked very well with the neighbors and all of the quail survived.

I know this is not firefighting, but the crew did a good job.

Tom Draeger

Santa Rosa resident

Thursday, June 21st

To the Firefighters & Staff of the Contra Costa County
Fire Protection District -

My thanks to you all for being one of the
first units to mobilize a team to send to my community
during last October's fires. With the over abundance
of dry vegetation, the heat and high winds, these
fires became a major emergency very quickly. Every
added professional on the fire scene was critical
in bringing these vicious fires under control. Scars
remain. One can still see fire paths on the Sonoma and
Napa County ~~fields~~ ^{fields} by the charred trees. You are so
appreciated for your efforts, dedication and hard work.

Sincerely,
Angie Johnson

Dear Contra Costa Firefighters -

I wanted to personally thank you
for your efforts in managing
a putting out one Ygnacio Valley
Road fire. My parents live in
Lemondge not far from one
fire location, and I was extremely
worried about them during the
course of the fire.

I no longer live in Northern
California, but I find comfort
in the fact that my parents are
safe in the hands of the Contra
Costa Fire Department.

THANK YOU for your service!

Best,
Nera Slav



Concord Police Department

1350 Galindo Street, Concord, California 94520

CITY COUNCIL

Edi E. Birsan, Mayor
Carlyn S. Obringer, Vice Mayor
Laura M. Hoffmeister
Ronald E. Leone
Timothy A. McGallian

Patti Barsotti, City Treasurer

Valerie J. Barone, City Manager

July 2, 2018

Chief Carman
Contra Costa County Fire Protection District
4005 Port Chicago Hwy. Ste. 250
Concord, CA 94520

Dear Chief Carman,

On behalf of the City of Concord and the Concord Police Department, I would like to express our gratitude for the assistance the Contra Costa County Fire Protection District – Fire Prevention Bureau provided. I would like to recognize Fire Prevention Captain Lisa Martinez and Fire Inspector 1 Joe Ottolini.

Last week, the Police Department learned of a rally and protest related to news reports of a potential detention facility being opened on the Concord Naval Weapon Station property. A City Council meeting was scheduled for Tuesday June 26th and there were concerns the number of attendees may overwhelm the available space in the Council Chamber.

I called Captain Martinez the day of the Council meeting and she met with me minutes after we spoke on the phone to ensure the proper occupancy signage was posted and a plan was in place to manage the number of attendees. Since the request was short notice, Captain Martinez attended the June 26th Council meeting and supported the Police Department with managing the occupancy of the room. A secondary meeting specific to the potential detention facility took place on the afternoon of Wednesday June 27th. Fire Inspector Ottolini attended the secondary meeting and worked with Concord Police officers to manage the large and, at times, tense crowd.

One of our Sergeants commented on the professionalism and calm demeanor exhibited by Captain Martinez and Inspector Ottolini. City staff also commented how the monitoring of occupancy made them feel safer due to the hallways, aisles and exits not being blocked and overcrowded.

Captain Martinez and Inspector Ottolini exhibited the professionalism and teamwork your agency is known for. Thank you again for working with us to maintain safety in our community.

Sincerely,

Lt. James Nakayama
Concord Police Department – Field Operations

**CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
SURPLUS EQUIPMENT
DATE July 17, 2018**

A= Obsolete
B= Worn Out
C= Beyond economical Repair
D= Wrecked beyond repair/Major Mechanical

COUNTY #		QUANTITY	DESCRIPTION	ESTIMATED VALUE	CONDITION
1.	N/A	9	MFP	20	B
2.	N/A	10	CPU - desktops	50	A
3.	N/A	10	Monitors	30	A
4.	N/A	1	Miscellaneous box of cables	25	A
5.	N/A	2	Miscellaneous box of computers	25	A
6.	N/A	2	Miscellaneous box of components	25	A
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					



DRAFT

Contra Costa County Fire Protection District

Advisory Fire Commission

Bylaws

December 2014
Rev. 06/18

DRAFT

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**Contra Costa County Fire Protection District
Advisory Fire Commission
Bylaws**

**Article I
Name**

This commission shall be known as the "Contra Costa County Fire Protection District Advisory Fire Commission."

**Article II
Authorization**

The Board of Supervisors of Contra Costa County, as the Board of Directors of the Contra Costa County Fire Protection District, has established a Fire District Advisory Commission in the Contra Costa County Fire Protection District by Resolution No. 99/138. Authority for establishing a county fire commission is established by California Health and Safety Code Section 13844.

**Article III
Definitions**

"Board" shall mean the Contra Costa County Board of Supervisors, as the Board of Directors of the Contra Costa County Fire Protection District.

"Commission" shall mean the Contra Costa County Fire Protection District Advisory Fire Commission, which has been established by the Board for the purposes set forth in these Bylaws.

"District" shall mean the Contra Costa County Fire Protection District.

"District Administration Office" shall mean the Contra Costa County Fire Protection District Administrative Office, located at [4005 Port Chicago Highway, Suite 250, Concord, CA 945202010 Geary Road, Pleasant Hill, CA 94523.](#)

**Article IV
Purpose and Duties**

The purpose and duties of the Commission are to:

1. Review the operations, goals and objectives of the District;
2. Provide liaison with the community and provide advice and information on fire protection matters to the Board;
3. Review and advise on annual operations and capital budgets;

4. Review District expenditures;
5. Review and advise on long-range capital improvement plans;
6. Serve as the Appeals Board on weed abatement matters pursuant to District ordinance;
7. Advise the Fire Chief on District service matters;
8. Meet jointly with the Board and provide advice to the Board as needed;
9. Communicate with the other fire district boards or commissions on services and functional integration;
10. Assist in the Fire Chief's selection process as required;
11. Serve as liaison between the Board and the community served by the District;
12. Perform such other duties and responsibilities as may be assigned and/or as directed by the Board.

The Advisory Fire Commission shall make its recommendations directly to the Fire Chief, the Board of Supervisors, and such other bodies or administrators as may be designated from time to time.

Article V Membership

A. Members

The Commission shall consist of seven (7) voting members and ~~two~~five (25) alternate members appointed by the Board.

1. Voting Members

The seven (7) voting members shall consist of the following:

- a) Five (5) members, each of whom represents one supervisorial district. The nomination is made by an individual Supervisor for full Board action.
- b) Two (2) at-large members. The nomination is made by the Internal Operations Committee for full Board action, after giving the Commission an opportunity to screen, interview, rank the applicants, and make its nomination to the Internal Operations Committee.

2. Alternate Members

In addition to the seven (7) voting members, the Commission shall ~~have consist of~~ two~~five~~ (25) alternate members who shall be nominated and appointed in the same manner as at-large members~~alternate supervisorial district representatives~~. Alternate members shall not participate or vote in the regular or special meetings unless they are replacing an absent, seated member who is unable to participate at a meeting. Alternate members may replace any absent, seated member, and

shall do so on a rotating basis. However, the Commission Chair may acknowledge comments from an Alternate at the discretion of the Chair at any time.

B. Terms

All members of the Commission shall be appointed for a term of four years. Terms are staggered. Members serve at the pleasure of the Board.

C. Vacancies

A vacancy on the Commission exists upon the death or resignation of a member, or upon the removal of a member by the Board. Should a vacancy occur for any reason, the ~~appointed~~ alternate members for the vacant seat shall ~~fulfill the remainder of the term and serve~~ in the vacant seat on a rotating basis until the Board appoints a replacement voting member.

D. Staff

The Commission staff person shall issue and distribute meeting agendas in accordance with the open meeting laws specified in Article VII. The staff person shall keep an accurate record of all proceedings of the Commission, including meeting minutes and special reports and a list of persons attending meetings, and shall finalize meeting minutes. The staff person shall be responsible for maintaining a copy of these records at the District Administration Office. These records shall be made available to the public as required by State and local law. The Chair may direct the staff person to perform other duties to further the purpose and goals of the Commission.

Article VI
Officers and Duties

A. Officers

The officers of the Commission shall be Chair and Vice Chair.

The Chair shall preside over all meetings of the Commission. The Chair shall appoint committees as may be needed from time to time for special projects or programs. The Chair shall report unscheduled vacancies immediately to the Board. The Chair shall perform other such duties as they pertain to the office of Chair.

The Vice Chair shall preside at all meetings in the absence of the Chair or at any other time when so requested by the Chair, and perform other such duties as directed by the Chair.

B. Term

Each officer shall be selected for a one-year term at the first regular business meeting in June of each year by a majority vote of the Commission.

Each officer's term shall begin on July 1st of each year.

C. Vacancies

Should a vacancy of the office of Chair occur for any reason, the Vice Chair will serve as Acting Chair. Should both the Chair and Vice-Chair be absent, the most senior Commissioner present shall serve as Acting Chair.

Article VII
Commission Meetings

A. Meetings

1. In December of each year, the Commission will adopt a schedule of regular meetings for the subsequent year. Meetings shall be held at the District's Training Center Administrative Offices located at 2945-4005 Treat Blvd. Port Chicago Highway, Concord, CA.
2. The Chairman may call additional special meetings as may be required for conduct of Commission business.
3. All meetings of the Commission, except those closed sessions permitted by law, shall be open to the public and subject to the provisions of Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code, relating to meetings of local agencies. All meetings shall conform to the Ralph M. Brown Open Meeting Act and the Contra Costa County Better Government Ordinance, including requirements for notice of meetings, preparation and distribution of agendas and written materials, inspection of public records, closed sessions and emergency meetings, maintenance of records, disruption of a public meeting, and recorded votes made by each Commissioner.
4. Notice of each meeting shall be posted adjacent to the entry door of the District Administration Office at least 96 hours prior to the scheduled meeting and shall include the time, date, and place of the meeting and the meeting agenda. Notice of any meeting of the Commission shall be given to any person so requesting.

B. Cancellation or Postponement

Meetings of the Commission may be cancelled or postponed at the discretion of the Chairman for due cause or if no official business needs to be conducted.

C. Quorum

A quorum must be present for any vote on matters before the Commission to be valid. A quorum shall be defined as four (4) appointed Commission voting members (including alternate members replacing an absent voting member). Any motion, resolution, or other Commission action, unless otherwise specifically provided for, shall require four affirmative votes for its passage.

D. Conflicts

Any member of the Commission who has a conflict of interest with any matter pending before the Commission will recuse himself or herself in accordance with Government Code section 87105. Commission members shall avoid conflicts of interest in accordance with Resolution No. 2002/376 and shall adhere to the principles and rules of the Political Reform Act of 1974 (Government Code Sections 81000, et seq.).

Article VIII
Committees

There are four standing committees of the Commission: Personnel Committee, Budget Committee, Apparatus & Equipment Committee, and Property & Annexation Committee. From time to time, the Chair may appoint special committees or may make individual appointments to accomplish the ongoing tasks and special projects of the Commission, including conducting studies or research of items as deemed necessary (i.e., Bylaws Committee and Liaison to the Board).

Each committee shall develop a separate plan of operations and goals to be achieved and shall be prepared to report the results of its activities during regular Commission meetings.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

August 13, 2018

TO: Advisory Fire Commission

FROM: Jeff Carman, Fire Chief

RE: Fire Chief's Report

- Fire Station 16 (Lafayette): Site work continues on schedule. The building pad has been certified by various inspectors. Underground drainage and utility access has been installed. The footings have all been dug and the re-bar is being placed. The footings/foundation will be poured in August, and structural construction should begin by September.
- Fire Station 70 (San Pablo): In late July, the architectural drawings were submitted to various agencies for plan review. The building permit fees have been paid. Plan review should take 30-45 days. Final environmental studies have been completed. We are on track to go to bid in early winter 2018.
- The ambulance transport program continues to operate at very high levels of performance. Our County contract requires ambulances to be on-scene within 11 minutes/45 seconds, 90% of the time, in all areas except the City of Richmond where our requirement is within 10 minutes, 90% of the time. Countywide, we are arriving within our timeframes 96% of the time. Our average response time countywide is 4 minutes/30 seconds, except in Richmond where our average is 4 minutes/7 seconds.
- We have made several changes in our Fire Prevention Bureau in order to reach current status on our fire inspections. We have six new fire inspectors – four were recently hired and two are completing their probationary period. All of the new inspectors have been assigned to catch up on past due inspections, and two inspectors from another program have been temporarily reassigned to join them. In the past, we have assisted East Contra Costa Fire Protection District with their fire inspections through a contractual agreement. We have notified them that they will need to begin doing their own inspections as soon as possible which will allow our inspectors to concentrate on completing inspections within our District's jurisdiction. All schools that were past due are now up to date; and inspectors have started inspecting the residential occupancies beginning with the oldest past due dates. Our

goal is to have all of those inspections up-to-date by the end of the year. I will report back on our progress in October when we will also know whether or not additional personnel are needed in order to keep up with the workload.

- The Fire District has been extremely busy over the last several weeks with several greater alarm fires in and around our District. I am extremely proud of our personnel for the excellent job they have done in keeping major incidents from escalating. That being said, I want the Commission to be aware that we have experienced many “near misses” over the last several months, many of which have occurred in the last few weeks. Our apparatus and personnel have been involved in several auto accidents; one of our engine companies had gunshots come very close to them; our personnel have experienced burns and cuts; and two of our companies were burned over at a multi-alarm fire in Antioch. In all cases, our personnel could have experienced serious injury or death, but, fortunately, none of them did!
- The Fire District provides aid to the fire districts and departments throughout the county, and, in-turn, we receive aid from them. During the last couple of months, we have received much aid from our neighbors for which I am thankful. However, we are concerned because we provide East Contra Costa Fire Protection District (ECCFPD) with four times as much aid compared to what we receive. The issue is that ECCFPD is severely under-resourced, and due to their geographic location, any aid they need in a timely manner must come from ConFire. While Chief Helmick and I did collaborate to keep the aid given/received as balanced as possible, the last couple of months have seen a significant increase in aid provided. Chief Helmick and I continue to meet to try and identify ways to reduce their dependence on ConFire. This last week, we had to deny aid to ECCFPD due to several major incidents in our own District. We have a consultant studying our historical call volume to determine the minimum number of resources we need to safely protect our own District which will determine how much aid we can provide to others. This may result in the need for ConFire to deny aid more often than we have in the past.
- The District’s Operations Chief, Ed Gonzales, retired at the end of last month after almost 30 years with the Fire District. We have appointed an Interim Operations Chief, Battalion Chief Chuck Stark, who will remain in the position until the first quarter of 2019 when we will begin a formal recruitment for Assistant Fire Chief of our Emergency Operations Division. In addition, we promoted Captain Will Pigeon to the role of Assistant Fire Chief of our Communications Division.
- The Fire District continues to meet with PG&E regarding our concerns about them deploying private fire suppression crews as well as shutting off power during climate driven events. We also continue to work with legislators and the governor regarding making changes to our aging mutual-aid system to adapt to our changing climate.

- The Fire District continues to work towards developing an operational plan for “Intentional Multiple Casualty Incidents” (IMCI, formerly referred to as “active shooter incidents”). The new plans will focus on getting EMS to victims of these types of incidents as quickly as possible, including firefighters and EMS personnel entering the “warm” zone. Labor and management are working closely on this topic as it is a significant change from typical operations.
- The Fire District’s new Hazardous Materials Team has responded to several significant incidents since it was placed into service. The main goal of deploying our own team was to shorten the response time to chemical incidents, and that goal has been accomplished. By shortening the response time, we can have both incident commanders and first responders on scene to organize the incident, begin evacuations, and stop or divert the leaking material, thereby reducing exposure to persons and the environment.
- As stated before, this fire season has already been record setting and it has not yet fully matured. Several firefighters have been killed, and we are seeing fire behavior that has never been seen before. Statewide resource drawdown is at critical levels, and the next few months are going to be difficult.