

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

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

AGENDA

MONDAY

February 22, 2016

7:00 PM

-
- I. Pledge of Allegiance and Roll Call
 - II. Badge Pinning Ceremony
 - III. Public Hearings
 - A. February 22, 2016 Report on the Cost of Abatement
 - IV. Public Comments Period
 - V. Presentation of Recommended Budget Report – FY 2016-17
 - VI. Presentation of 2016 Operational Plan
 - VII. Consider Consent Items:
 - A. Approval of December 14, 2015 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
 6. Correspondence
 - VIII. Fire Chief's Report
 - IX. Unfinished Business: None
 - X. New Business:
 - A. Declaration of Surplus Equipment – Report of February 22, 2016
 - B. Declaration of Surplus Equipment – Report of November 25, 2015
 - XI. Commissioners' Comments / Items for Future Agendas
 - XII. Next Regular Meeting Date and Time – April 11, 2016, 7:00 p.m.

Assistance for Persons with Disabilities: The Contra Costa County Fire Protection District Advisory Fire Commission (CCCFPDAFC) 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.

Contra Costa County



Fire Protection District

February 22, 2016

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 17th day of February 2016, on the District Administration window, 2010 Geary Road, Pleasant Hill, 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 22nd day of February 2016 at 7:00 p.m.

By:

A handwritten signature in black ink, appearing to read "Robert Marshall".

Robert Marshall, Fire Marshal

and:

A handwritten signature in black ink, appearing to read "Latonia Ellingberg".

Latonia Ellingberg
Secretary to the
Advisory Fire Commission

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Contra Costa County



Fire Protection District

February 22, 2016

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 2015 Abatement Report so that these charges may be placed on the 2016-17 tax roll. The total amount of this list is \$5,317.41.

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 2015 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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Accounting Errors from the December 14, 2015 Submission

067-277-002	UNION PACIFIC RAILROAD	\$537.58
372-155-007	COPHER, JOSHUA & KRISTIN D.	\$1,925.75
419-123-023	T K HIRAM INVESTMENT, INC.	\$2,854.08
	TOTAL	\$5,317.41



**CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT**

Jeff Carman, Fire Chief

**Fiscal Year 2016-17
General Operating Fund**

**Advisory Fire Commission
Recommended Preliminary Budget
February 22, 2016**

\$ 123,801,045

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

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CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

SUMMARY OF GENERAL OPERATING FUND (7300)

REVENUE PROJECTIONS

ESTIMATED REVENUES

Property Taxes \$ 106,475,840

Other Sources of Revenue:

Intergovernmental 5,238,526

Charges for Services 8,043,500

CSA EM-1 "Measure H" Allocation 1,533,722

Miscellaneous 100,000

Estimated Fund Balance Needed 2,409,457

17,325,205 \$ 17,325,205

Total Projected Revenue \$ 123,801,045

10% Fund Balance Reserve Designation \$ 12,380,000

Ending Combined Unrestricted
Fund Balance Less 10% Reserve
Designation \$ 6,228,000

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

EXPENDITURE BUDGET

ESTIMATED EXPENDITURES

<u>Account</u>	<u>Description</u>	<u>Appropriation</u>
1011	Permanent Salaries	37,497,693
1013	Temporary Salaries	275,000
1014	Overtime	9,646,160
1015	Deferred Compensation	29,580
1042	FICA/Medicare	710,710
1044	Retirement Expense	24,863,020
1046	Excess Retirement Expense	53,000
1060	Employee Group Insurance	5,983,500
1061	Retiree Health Insurance	5,637,000
1062	OPEB Pre-Pay	1,959,289
1070	Workers' Compensation Insurance	5,004,440
	Salary and Benefits	\$91,659,392
2100	Office Expense	143,910
2102	Books-Periodicals-Subscriptions	29,025
2110	Communications	579,750
2120	Utilities	498,930
2130	Small Tools and Instruments	52,898
2131	Minor Furniture & Equipment	451,312
2132	Minor Computer Equipment	382,550
2140	Medical & Lab Supplies	162,200
2150	Food	31,450
2160	Clothing & Personal Supplies	543,398
2170	Household Expense	290,730
2190	Publications & Legal Notices	6,200
2200	Memberships	13,730
2250	Rents & Leases - Equipment	407,350
2251	Computer Software Cost	352,388
2260	Rents & Leases - Property	5300
2270	Maintenance - Equipment	240,745
2271	Vehicle Repairs	674,650
2272	Vehicle Fuel/Oil	418,000
2273	Tires	150,000
2281	Maintenance of Buildings	1,560,182
2282	Maintenance of Grounds	629,230
2300	Non-Employee Travel Expense	10,000
2301	Auto Mileage - Employees	3,000
2303	Other Travel - Employees	382,550

<u>Account</u>	<u>Description</u>	<u>Appropriation</u>
2310	Non-County Professional Services	1,296,504
2314	Contracted Temporary Help	10,000
2331	General Services Courier Service	1,963
2474	Firefighting Supplies	905,590
2477	Training Supplies & Courses	46,650
2479	Other Special Departmental Expenses	22,672
2490	Miscellaneous Services & Supplies	36,346
	Services and Supplies	\$10,339,203
3505	Retire Principal on Long Term Debt	1,250,814
3515	Retire Interest on Long Term Debt	234,700
3530	Taxes & Assessments	36,000
3611	County Interdepartmental Charges	2,189,304
3614	IT Phone Exchange	65,268
3615	IT Data Processing Services	167,322
3616	IT Data Processing Supplies	2,000
3617	IT Maintenance Radio Equipment	75,000
3618	IT Other Telecommunications Charges	8,909
3619	PW Building Occupancy Costs	26,253
3620	PW Requested Maintenance	20,616
3622	PW Other Charges	179,992
3626	IT Information Security Charges	26,169
	Interagency Charges	\$4,282,347
4951	Capital Office Equipment & Furniture	60,000
4953	Automobiles & Trucks	141,000
4954	Medical & Lab Equipment	50,000
4955	Radio & Communications Equipment	130,000
4956	Capital Tools & Equipment	466,000
	Capital Assets	\$847,000
5011	Transfer to POB Debt Service Fund	14,069,608
5016	Transfers to POB Stabilization Fund	2,603,495
	Expenditure Transfers	\$16,673,103
	Total Projected Expenditures	\$123,801,045

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
Fiscal Year 2016-17 Funded Position List

<u>Classification</u>	<u>Recommended</u>
Fire Chief	1
Executive Secretary	1
Deputy Fire Chief	1
Assistant Fire Chief	3
Chief of Administrative Services	1
Personnel Services Assistant	1
Fiscal Specialist	1
Battalion Chief	13
Fire Captain	81
Fire Captain – 40 Hour	3
Fire Engineer	81
Firefighter	81
Fire Marshal	1
Fire Prevention Captain	4
Fire Investigator	3
Fire Inspector II	10
Fire Inspector I	5
Fire Prevention Technician	1
Fire Prevention Specialist	2
Fire EMS Quality Improvement Coordinator	1
Fire Information Systems Manager	1
Information Systems Programmer/Analyst	2
Information Systems Technician	3
Telecommunications Manager	1
Telecommunications Specialist	3
Senior Dispatcher	3
Dispatcher	15
Facilities Manager	1
Apparatus Manager	1
Lead Equipment Mechanic	1
Fire Equipment Mechanic	5
Apparatus Service Coordinator	1
Logistics Manager	1
Driver Clerk	2
Administrative Analyst	1
Account Clerk	2
Secretary-Advanced Level	2
Clerk-Specialist Level	1
Clerk-Senior Level	8
Clerk-Experienced Level	1
	<hr style="width: 20%; margin-left: auto; margin-right: 0;"/> 350

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Budget Narrative

The 2016-17 Contra Costa County Fire Protection District Recommended Budget anticipates the up-staffing of Engine 6 in the City of Concord¹ and the reopening of Fire Station 16 in the City of Lafayette.² The 2016-17 Recommended Budget also funds permanent positions to staff Squad 70 in the City of San Pablo³ and includes wage increases and benefit enhancements for all employee groups.⁴

Twenty pieces of heavy fire apparatus are in various stages of design, build, or delivery through a low interest rate lease-purchase agreement,⁵ and the District has essentially replaced its entire light duty fleet via a five-year revolving lease program.

Building maintenance and critical replacement equipment needs are being addressed with a prioritized, multi-year approach. A number of stations are being reviewed for potential new building construction, and the District is in the process of updating its Capital Improvement Plan and reviewing funding mechanisms such as developer impact fees.

The District's primary funding source is secured property taxes. In 2015-16 the District experienced a 6.9% increase in assessed valuation (AV). The 2016-17 budget anticipates a 6% growth in AV.

The District's two-year staffing (SAFER) grant ends in May 2016. Those funds were being used to support staffing at three fire stations within the District. However, the economic recovery, additional sources of revenue, and the prudent utilization of resources will allow the District to keep those resources in service and restore additional services in Concord and Lafayette.

The 2016-17 Recommended Budget includes the planned use of fund balance in the amount of \$2.4 million. The District has a policy to maintain a minimum reserve of 10% of general fund budgeted expenditures. Despite the planned use of reserves to balance the budget, the District has been able to meet its reserve requirements and projects continuing to do so in future years. Furthermore, \$2.6 million of the District's budgeted general fund expenditures are for the transfer of funds from the general fund to the pension obligation bond stabilization fund. The pension obligation bond stabilization fund can be used for very limited purposes, one of which is the replenishment of general fund reserves. Therefore, use of fund balance in an amount less than the stabilization transfer does not diminish the overall fund balance available to the District.

¹ Fire Station 6 currently only has a truck company. Up-staffing the fire engine returns Fire Station 6 to its pre-recession staffing level.

² Anticipated to open in January 2017.

³ Currently Squad 70 is being staffed via overtime recall of personnel. Squad 70 is partially funded through a City of San Pablo sales tax measure.

⁴ As noted in prior budget reports, employer retirement rates continue to be a significant cost driver.

⁵ The cost of two pieces of apparatus is also offset by grant funding.

Lastly, the District began providing emergency ambulance services – as the County’s exclusive operator⁶ – effective January 1, 2016. The ambulance program was established with its own unique fund (“CCCFPD EMS Transport Fund”). The ambulance program is in its infancy stage. Beyond 2016-17 it is anticipated that the program and fund will be self-sustaining and that transport-related expenditures will be shifted from the District’s general fund to the District’s EMS transport fund.

⁶ Not including the service areas for the Moraga-Orinda Fire District and the San Ramon Valley Fire Protection District.

Contra Costa County Fire Protection District



2016 Operational Plan



Contra Costa County Fire Protection District 2016 Operational Plan

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Contra Costa County Fire Protection District 2016 Operational Plan

Preface

This Operational Plan is designed to set the Contra Costa County Fire Protection District (ConFire) on a path to the future, to provide a common direction for all personnel. It will be used to prioritize resources as they become available. It will also be used to track accomplishments so they are not forgotten.

The plan has three sections. Section One includes the District's Strategic Initiatives, the foundation of the plan. These seven initiatives address many of our challenges, either directly or indirectly, including funding, communications, emergency response, and efficiency. Each initiative is supported by objectives that contribute to the success of the initiative. The numbering of the objectives is for identification purposes only and does not reflect the order of prioritization.

Section Two includes the goals of each program/division within the organization. While each of the goals listed are specific to the program/division, they also support the Strategic Initiatives listed in Section One.

Section Three is a list of deliverables the District accomplished this past year. It is important to note that without the hard work and dedication of all District personnel and their willingness to function in a cohesive manner, the list of accomplishments would be much less extensive. The District's extended list of accomplishments is a testimonial to the health and resiliency of our organization!



Contra Costa County Fire Protection District 2016 Operational Plan

Message from Fire Chief Carman

A little over a year ago, the Contra Costa Fire Protection District developed a very ambitious Operational Plan to use as a guide as we emerged from the recession. After many years of limited financial resources, station closures, and staffing reductions, the Fire District needed to be strategic in its efforts to recover from this devastating event.

The Fire District experienced significant growth in 2015. We added staff, opened a fire station, and improved services. We invested heavily in our fleet and facilities, increased salaries for our employees, and added additional revenue to our budget. Most of our programs and projects received additional funding, and we were awarded the county-wide ambulance transport contract! The list of accomplishments is extensive, and I encourage every one of our employees to review and to see it as something we should all be very proud of. Without the support, dedication, and trust of our employees, our stakeholders, and most importantly the public, we could not have accomplished so much.

2016 is projected to be another positive year for ConFire. The economic projections are favorable, and we anticipate additional revenue from the ambulance transport program and other sources. During the calendar year, we will take delivery of several new pieces of equipment including thirteen (13) new fire engines, four (4) new ladder trucks, two (2) rescue trucks, and a command vehicle. We will propose to our Board that we restore Engine 6 to service in downtown Concord beginning July 2016; and that we open a newly rebuilt Fire Station 16 in January 2017. We will also seek Board approval to rebuild Fire Station 70; and to start the process of constructing new, relocated facilities for Stations 9 (Pacheco) and 86 (Bay Point). We hope to purchase additional specialty apparatus including water tenders, an additional breathing air support unit, and a new dozer transport.

In 2016, the District will embark on an in-depth planning process. Even though economic forecasts are positive for the next 2-3 years, we know there is another economic decline in our future. With better planning, we hope to endure the next downturn without service reductions. To do so, we need to set aside adequate reserves and pursue additional revenue that will allow us to both improve our current service levels and better withstand a recession.

Although our 2016 Operational Plan is ambitious, the emphasis is not on adding new services, but rather adding value to what we are currently doing and better planning for our future. Even with our best planning efforts, we know that unforeseen opportunities will arise. In anticipation of these opportunities, we will review our plan quarterly and make adjustments as needed.

The Operational Plan that follows is a direct reflection of our intent to truly embody the CCCFPD vision of "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."



Contra Costa County Fire Protection District 2016 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.

Leadership

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

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.

Safety and Preparedness

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

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.

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
2016 Operational Plan

Section One
Strategic Initiatives

Strategic Initiative # 1
Managing our Infrastructure

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Strategic Initiative # 2
Fostering Workforce Excellence

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Strategic Initiative # 3
Delivering Exemplary Service

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Strategic Initiative # 4
Ensuring Financial Stability and Accountability

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Strategic Initiative # 5
Planning our Future

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Strategic Initiative # 6
Communicating our Value

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Strategic Initiative # 7
Preparing for Disaster



Contra Costa County Fire Protection District 2016 Operational Plan

Strategic Initiative # 1 Managing our Infrastructure

After years of neglecting our infrastructure during the recession, the District needs to develop a comprehensive plan that will assure that, as funding allows, our infrastructure is brought up to contemporary standards. The plans must include maintenance and replacement cost projections so that we can budget to maintain those standards in the future.

Item	Objective	Responsible Person	Target Completion
1A	Develop a 5-year plan that addresses current and projected maintenance needs for our existing facilities.	Facilities Manager	Q4
1B	Develop a 5-year plan that addresses current and projected maintenance and replacement needs for our light and heavy fleet.	Assistant Chief/ Support Services	Q4
1C	Develop a 5-year plan that addresses maintenance and replacement of the District's capital equipment including protective clothing, thermal cameras, etc.	Logistics Manager	Q4
1D	Update the 2015 Information Systems business plan as needed.	Information Systems Manager	Q4
1E	Develop a plan that will address fire station replacement/relocation. The plan should consider current and future development, call data, and projected facility needs.	Fire Chief	Q4
1F	Develop a plan to expand/replace/relocate fire administration in order to accommodate current and future growth.	Deputy Fire Chief	Q1



Contra Costa County Fire Protection District 2016 Operational Plan

Strategic Initiative # 2 Fostering Workforce Excellence

Our employees are our most important asset. The Fire District needs to ensure that we only hire and promote the best candidates and develop our current employees to better prepare them to lead the organization in the future. We will do this by empowering our employees at all levels, providing as many education and training opportunities as resources will allow, and continuing to raise the bar to meet and exceed our customers' needs.

Item	Objective	Responsible Person	Target Completion
2A	Continue our work towards recruiting diversity into our workforce.	Human Resources Analyst	Q3
2B	Continue our work to establish a District safety program to reduce workplace injury, illness, and accidents.	Assistant Chief/ Operations	Q3
2C	Develop an Annual Training Plan to insure all personnel acquire new skills and education and maintain existing ones.	Battalion Chief/ Training	Q1
2D	Expand our current use of technology to assure that all training is documented and new training methodology is fully utilized.	Battalion Chief/ Training	Q2
2E	Continue to offer quality training and educational opportunities to develop and prepare our personnel for advancement.	Battalion Chief/ Training	Continuous
2F	Empower and engage our personnel at all levels in the organization.	All	Continuous
2G	Implement a performance evaluation program that will provide an opportunity for all personnel to be aware of their current performance level and provide a plan for future growth.	Human Resources Analyst	Q3
2H	Continue to provide timely, scheduled recruitment and promotional exams in order to maintain adequate numbers of personnel at all levels.	Human Resources Analyst	Continuous
2I	Continue to develop the District's firefighter reserve program to provide a conduit for aspiring firefighters to achieve their goal.	Assistant Chief/ Operations	Continuous



Contra Costa County Fire Protection District 2016 Operational Plan

Strategic Initiative # 3 Delivering Exemplary Service

ConFire exists to provide the best possible service to our customers. Whatever service we are called upon to provide it is our ultimate goal to provide the best. As we cannot improve what we do not measure, we must study our data continuously and always strive to be better. We must continue to evolve as a premier fire organization, continually educating ourselves and adapting to new methodology and technology as it emerges.

Priority	Objective	Responsible Person	Target Completion
3A	Develop and finalize consistent performance reports. Implement a process for the timely review of performance data at all levels.	Assistant Chief/ Operations	Q3
3B	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.	Assistant Chief/ Operations	Q3
3C	Continue the development of our Truck Operations program including the development of a written plan that addresses training, personnel assignments, and sustainment.	Assistant Chief/ Operations	Q3
3D	Expand the use of our operational committees (truck, engine, USAR) to engage and empower our personnel.	Assistant Chief/ Operations	Continuous
3E	Continue to expand our relationship between the district and AMR. Utilize transport resources to maximize our operational efficiency.	Assistant Chief/ Support Services	Continuous
3F	Continue to seek out technology that will provide faster response and more efficient service delivery.	Assistant Chief/ Operations	Continuous
3G	Adopt the new State Fire Code formally through the ordinance process. Work with our cities to make them aware of the new code and provide them the opportunity for input.	Fire Marshal	Q3



Contra Costa County Fire Protection District 2016 Operational Plan

Strategic Initiative # 4 Ensuring Financial Stability and Accountability

As we emerge from the recession, we must remember what we have learned and use those lessons to avoid repeating mistakes. We must be efficient and innovative as we provide service to our customers. Before we consider expansion, we must assure ourselves that we can sustain our current operations with the currently available physical and financial resources. We must also seek out additional revenue to assure ourselves and our customers that we can continue to keep pace with future development.

Priority	Objective	Responsible Person	Target Completion
4A	Overhaul the internal budget process to further engage program managers in the process.	Chief of Administration	Q1
4B	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.	Deputy Fire Chief	Q4
4C	Seek out/develop purchasing opportunities to reduce costs and increase efficiency including group purchasing opportunities, public/private partnerships, etc.	Logistics Manager	Q3
4D	Research the potential benefits of utilizing the services of a grant manager.	Chief of Administration	Q2
4E	Continue to develop business and revenue opportunities with the new AMR alliance.	Assistant Chief/ Support Services	Continuous
4F	Continue to explore enterprise opportunities in IS, Fleet, and Training.	Assistant Chief/ Support Services	Continuous



Contra Costa County Fire Protection District 2016 Operational Plan

Strategic Initiative # 5 Planning our Future

The District recovered very quickly in 2015 thanks to improving financial resources and the hard work and dedication of our employees. In 2016, it is important that we begin to project what physical and financial resources will be needed to maintain our current service levels and to identify what our needs will be as we expand services. Conversely, we need to make sure we have contingency plans in place that will address the potential for contraction when the next economic downturn occurs.

Item	Objective	Responsible Person	Target Completion
5A	Review current deployment models and develop a plan to determine whether the district would benefit from relocating station and/or apparatus locations.	Fire Chief	Q4
5B	Develop a service expansion/contraction plan for the district that will address operations, prevention, and support services.	Fire Chief	Q4
5C	Update the district's intranet to insure all information is current and accurate.	Deputy Fire Chief	Q3
5D	Update and reformat all district policies, procedures, operational plans, etc.	Fire Chief	Q3
5E	Review all operational programs to assure that the district is meeting all current standards and regulations and that there are plans in place to sustain the programs.	Assistant Chief/ Operations	Q4



Contra Costa County Fire Protection District 2016 Operational Plan

Strategic Initiative # 6 Communicating our Value

Although we respond to thousands of complex fire and rescue incidents annually, we do not communicate our story well to our customers. If our customers and stakeholders lack sufficient knowledge and/or understanding of what we do, we cannot expect them to support our needs when we call upon them to do so. We need to evaluate our current communications plan and use the information to develop an enhanced, more robust communication plan in the future.

Priority	Objective	Responsible Person	Target Completion
6A	Develop an enhanced public relations plan to include PIO services, media relations, public education, etc.	Fire Chief	Q3
6B	Continue to maintain and improve the District's website.	Deputy Fire Chief	Continuous
6C	Survey our customers and stakeholders to determine both the effectiveness and the limitations of our public relations efforts.	Fire Chief	Q3
6D	Enhance our relationship with our cities through improved reporting, meeting attendance, etc.	Deputy Fire Chief	Q3



Contra Costa County Fire Protection District 2016 Operational Plan

Strategic Initiative # 7 Preparing for Disaster

Contra Costa County is the second most industrialized county in California. Based on geography and volume of industry, Contra Costa County is likely to experience major incidents and disasters more often. Because of this, we need to ensure that our staff is ready to respond, manage, and help recover from significant incidents when they occur. We will do this by providing additional training to our staff, developing emergency response plans, and updating our emergency operations center.

Priority	Objective	Responsible Person	Target Completion
6A	Provide educational opportunities for our command staff on major incident command and control.	Battalion Chief/ Training	Q4
6B	Expand the District's Emergency Operations Center to be better prepared for major incident/disaster support.	Deputy Fire Chief	Q3
6C	Develop a District Emergency Operations Plan that will provide guidance to our personnel during a major incident/disaster.	Fire Chief	Q3
6D	Develop a resource directory that will make our personnel aware of the resources available to them and procedures to secure the resource during a major incident/disaster.	Assistant Chief/ Operations	Q2
6E	Develop relationships between all county emergency service providers including county hazmat and county OES to insure more seamless incident management.	Fire Chief	Q4



Contra Costa County Fire Protection District 2016 Operational Plan

Section Two

Division/Program Goals

Each division within the organization maintains its own goals in support of the District's seven strategic initiatives. These goals, particularly germane to each specific division, are listed below under the appropriate division. While all of a division's goals are important to the division, they are also subject to change in response to both internal and external influences.

Office of the Fire Chief

- Continue the development of a strategic plan that includes a sustainment plan for each major division and program within the District.
- Continue to seek out alternative revenue sources to relieve the District of its sole reliance on property tax revenue. These revenue stream possibilities include business/enterprise opportunities, developer agreements, service contracts, etc.
- Continue to develop educational and communication opportunities with our policy makers, customers, and stakeholders including public meetings, media opportunities, and other venues.
- Develop a program to improve education and skill levels for all personnel within the organization. The program will raise minimum qualifications and provide our personnel the opportunity for additional training and education through in-house training and other non-traditional educational venues.
- Continue to develop and improve the labor/management relationship within the District. Seek opportunities to partner, when possible, and encourage a cooperative, collaborative relationship. Encourage the use of Interest-Based Negotiations to solve differences.
- Update all policies and procedures to assure they are current. Catalog all policies and procedures in an easy to find electronic format and develop a plan that will assure they are reviewed and updated on a regular basis.
- Expand the capabilities of our Department Operations Center and define the roles of re-call Chief Officers.

Operations Division

Emergency Operations

- Improve firefighter safety by:
 - Establishing safety program priorities based on the "16 Firefighter Life Safety Initiatives" promulgated by the National Fallen Firefighters Foundation.



Contra Costa County Fire Protection District 2016 Operational Plan

- Implementing initiatives recommended by the “Firefighter Cancer Support Network” to limit occupational exposures by our personnel.
- Expanding the use of the CCCFPD After Action Review process and near-miss reporting system.
- Updating the standard operating procedure for Incident Safety Officer.
- Continuing to present the Michelle Drive Investigation report to all new firefighters and requiring the study of the Michelle Drive report at all ranks during the Academy and probationary periods.
- Enhance Truck Company Operations by:
 - Assuring there are adequate numbers of trained TDA operators.
 - Developing or adopting a truck operations task book
- Address special operations capabilities within the organization to include technical rescue, water rescue, marine response, dozer operations, and joint helicopter operations programs by:
 - Developing plans to assure that special operations teams are adequately prepared through training, SOP updates, team concepts, and response plans.
- Improve Disaster and Major Incident Response by:
 - Updating earthquake response procedures.
 - Providing DOC/EOC specific training to battalion chiefs, staff captains, and Fire Prevention Bureau personnel.
 - Implementing mass recall staffing capabilities and policy.
 - Deploying a mobile command unit.

Training

- Leverage our recently implemented technology advancements:
 - To better reach our newer generation of firefighters and how they learn.
 - To better track training hours and topics for all personnel.
- Develop and transition the District to an annual training plan.
- Expand our relationships with our community college partners:
 - To develop funding and educational synergies.
 - To further develop and strengthen our district’s career development program.
 - To assist and benefit from the Los Medanos Community College Firefighter 1 program.
- Provide a minimum of one “truck academy” style training class for each shift.
- Develop and deliver standardized tractor drawn aerial apparatus specific training and orientation.
- Establish quarterly decentralized truck company operations drills.
- Improve structural firefighting operational effectiveness by:
 - Developing and delivering standardized new engine apparatus specific training and orientation.
 - Providing online and classroom training on modern fire behavior strategy and tactics.



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- Completing the implementation of the phase two 2 ½" hose standpipe operations training.
- Conducting phase 1 and 2 fire simulator training with emphasis on probationary personnel.
- Continuing complex incident ICS Training for all battalion chiefs.

Emergency Medical Services

- Develop a training program that integrates the transport and non-transport EMS programs.
- Formalize a quality assurance program to include an increase in focused chart audits and trending of such. This includes working in conjunction with County EMS to assure that the Fire District's efforts are mutually beneficial to the LEMSA in terms of meeting core measures implemented by the State.
- Increase our presence in the EMS community as a leader in the industry. This will include a wide range of offerings from providing community CPR classes to hosting an EMS leadership academy through Cal Chiefs EMS section.
- Support the implementation of the alliance ambulance transport program by:
 - a. Coordinating and unifying operations with ambulance resources and leadership.
 - b. Assuring that allied fire agency needs are addressed under the new ambulance transport program.
 - c. Striving for measured improvements in service and patient care quality.

Fire Administration

- Meet our SAFER staffing requirements and fully appreciate the SAFER grant funding.
- Reorganize the fire administration division to align it with the District's mission and anticipated organizational structure including the potential for enterprise opportunities, cost recovery programs, and ambulance transport division.
- Continue to manage existing grant requirements and explore opportunities for new ones.
- Establish and administer the new budget for the ambulance transport program.

Human Resources

- Establish and maintain current recruitment lists for Firefighter and Firefighter/Paramedic.
- Establish regular, recurring promotional exams for Battalion Chief, Fire Captain, Fire Engineer, and Dispatcher.
- Continue to work with County HR to fill all current District vacancies in an efficient manner.
- Continue to communicate and work closely with employee organization representatives to resolve employee issues and avoid grievances.
- Implement a performance evaluation system district-wide including research and development, implementation, and training.



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Support Services Division

Facilities

- Continue to orient, train, and develop the new Facilities Manager.
- Develop new systems, tools, and efficiencies in the facilities maintenance division.
- Develop a proposal for Board consideration for the design and construction of four (4) fire stations (9, 16, 70, 86).
- Work with the City of Antioch to address a new station (FS 89) and related staffing in their southeast development area.
- Develop a business plan to address ongoing maintenance and replacement of large items (plymovent, generators, etc.).
- Consider the recruitment or outsourcing of maintenance needs.
- Develop a proposal for the installation of solar power at all appropriate District facilities.
- Develop, test, and implement a new online work order system.

Fleet

- Develop a heavy fire equipment replacement plan.
- Evaluate the light vehicle leasing program measuring it against the initial objectives and goals of the program.
- Recruit Mechanic and Fleet Manager positions as a priority.
- Develop a business plan for the fleet shop.

Apparatus Shop

- Reduce costs and increase reliability of apparatus maintenance programs by reducing or eliminating outsourcing of fire apparatus maintenance (see recruitment).
- Implement new inventory control processes for increased compliance with GASB standards.
- Develop new classifications of Mechanic I and Mechanic II positions.
- Recruitment:
 - Three (3) Mechanic I and/or II positions.
 - One (1) Lead Mechanic position.
 - One (1) Apparatus Manager.

Safety

- Fill the Safety Chief position.
- Continue with the implementation of the District's safety committee.
- Further enhance the District's peer counseling program.
- Continue work on a "Culture of Safety" mindset within the District.



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Contra Costa Regional Communications Center

- Recruitment and training of three (3) additional dispatchers, increasing daily minimum staffing to five (5).
- Continue to work on the AMR dispatch and ambulance transport integration.
- Recruit a Communication Center Manager.
- Develop a business plan and fee structure for the communication center.
- Develop a business plan that will address the replacement EBRCS compliant radios.
- Consider the migration of the communication center to the Concord NWS site.

Fire Prevention Bureau

- Recruit new fire investigators to fill existing vacancies.
- Hire additional Fire Inspector I to fill existing vacancies.
- Implement electronic plan review and automated application process.
- Explore opportunities to reconstitute the public education program.
- Update fee schedule(s).
- Explore concepts to utilize FPB staff in additional civic engagement.
- Formally adopt the most recent State Fire Code.

Information Systems

- Establish new interfaces for the AMR alliance
 - Trittech CAD to CODS
 - New World / Trittech CAD to CAD
- Replace aging and outdated Mobile Data Terminals (MDT's)
 - CCCFPD (74)
 - Partner agencies (90)
- Upgrade network at the Fire Training Center
 - Data network switch
 - Fiber cabling
 - Wireless routers
- Implement a District-wide SPAM filtering solution
 - Barracuda
 - Palo Alto Networks
- Complete District-wide broadband upgrade
 - FS13 and phase II upgrade of training center
- Acquire and install electronic employee evaluation program.



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Logistics

- Review capital inventory system assuring that all items are accounted for and the District meets County requirements.
- Develop a business plan for the replacement and maintenance of all capital items.
- Explore a better inventory tracking system to streamline operations and add accountability.



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Section Three

2015 District Accomplishments

Strategic Initiative # 1: Enhance District communication with the public, stakeholders, and personnel.

- Many presentations were provided throughout the year to college groups, public forums, service groups, civic groups, etc.
- Work continued on the District's new website. This is an ongoing program and will continue into CY 2016.
- Customer survey cards were developed and have been implemented. The cards allow our customers to provide input either through the mail or via the website.
- The District is currently working with a public relations/media consultant to determine the District's current needs, etc. In 2016, additional work will be done to develop a communications plan that can be implemented as the budget allows.

Strategic Initiative # 2: Analyze and enhance the current dispatch and deployment models to meet current and future service delivery requirements.

- Squad 1 was put into service at Fire Station 1 in Walnut Creek.
- A third squad, Squad 70, was placed into service in the city of San Pablo and is paid for through sales tax funds from the City.
- The EMS division fully implemented the Fire Line Paramedic and Fire Line EMT program for out of county assignments. Several EMT's and paramedics were deployed during the fire season.
- A joint helicopter operations program was initiated between the Fire District and the sheriff's office. Six (6) fire captain/paramedics were trained to fly with the helicopter during its hours of operation during wildland season. The District also purchased the necessary equipment to enable the helicopter to provide aerial firefighting with a water bucket. Several rescues and firefighting missions have been performed. This program is also available to other agencies in the county.
- Fire Station 11 in Clayton was reopened.
- An additional account clerk was hired in anticipation of the increased workload brought on by the award of the ambulance contract. Training and division realignment is in progress and will be complete by 1/1/16, the start date for the ambulance transport program.
- The District has purchased nine (9) Type I engines, two (2) Type III engines, three (3) tractor-drawn ladder trucks, and a heavy rescue. These apparatus are in various states of construction and should be delivered throughout the first quarter of 2016. In addition, the Board has



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approved an additional four (4) Type I engines, a ladder truck, a heavy rescue, and a large command vehicle. These apparatus will be delivered at various times starting mid-2016 through early 2017. The district received \$1.1 million in federal grant money for the purchase of a command vehicle and heavy rescue.

- The District replaced seven (7) BC vehicles in 2015.

Strategic Initiative # 3: Emphasize the District's commitment to workforce excellence.

- The Training Division completed Academy 47 and Academy 48 in 2015, adding twenty-five (25) much needed firefighters and firefighter/paramedics to the District.
- An EMS operations committee was initiated.
- The long overdue fireground accountability program was implemented. This program meets state and federal laws and provides for enhanced firefighter safety at all complex incidents.
- In October 2015, wildland firefighting equipment and hose upgraded and standardized with cooperating agencies.
- Three operational committees (Truck Ops, Engine Ops, and Rescue Ops) were implemented this year to engage our personnel in the development of inventories and operational policies and procedures.
- The Training division provided over forty (40) classes on the topics of fire command, rescue, promotional preparation, wildland, EMS, and more.
- Fire administration (HR) recruited, processed, and hired thirty-one (31) new FT employees this year. They also directed several promotional processes resulting in the promotion of twenty-six (26) employees district-wide.
- The District hired a much needed Facilities Manager, Wendy Riley. Wendy is assigned to Support Services and has already started to assess the needs of the District's 40+ facilities.
- Support Services has made significant investments in fire station maintenance including new flooring, paint, furnishings, and fencing. Both FS 69 in El Sobrante and FS 17 in Lafayette both had major construction work performed in 2015.
- The EMS division contracted with Cascade Training to enhance the quality of EMS training delivered to the workforce. This action will provide national level curriculum, record keeping, and reduced liability to the Fire District.
- A peer counseling/critical incident stress management team was developed and implemented to assist our firefighters with the psychological stresses they experience daily. This program will also assist neighboring agencies when needed.
- Quality assurance process improvements were completed with the assistance of a consultant and monthly MDRC meetings.
- The Fire Prevention division is currently in the process of recruiting fire investigators in order to fill a current vacancy and an anticipated vacancy that will occur prior to the end of the year.



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- The Fire Prevention division has successfully implemented the two-tiered inspector program and hired two (2) civilian inspectors to date. Additional civilian inspectors will be hired before year end.
- The Support Services division has completed recruiting representatives for the safety committee. Safety meetings are forthcoming.
- The Information Systems division hired two (2) technicians this year and is currently recruiting a GIS Technician.
- The Logistics division began a career development program initiative for the District's student workers.
- The District Implemented a near-miss program to identify and share causes of accidents on the fireground and communicate those to other employees in an effort to avoid duplication.
- The EMS division is working with the local emergency medical services agency (LEMSA) to improve and enhance our quality assurance program to include an increase in focused chart audits and trending of such.
- The apparatus shop continues to operate with several vacancies. There is a current recruitment in progress for both Fire Mechanic and Fleet Manager, and we hope to hire additional staff before year end or early next year.
- Fire administration was successful in preparing and submitting a very aggressive budget for 2015/2016 including seven (7) new support positions, capital equipment, and new revenue sources. Budget monitoring is especially difficult this year as we encounter many unbudgeted needs.
- Fire administration has processed over forty (40) Board agenda items to date. It is anticipated the last months of 2015 will include very busy Board meetings raising the total number of processed items even higher.
- The EMS division will be integrating the medical mobile trainer into the field to provide more decentralized and realistic training. We also hope to integrate AMR crews in this training in an effort to create a more cohesive team in the field.

Strategic Initiative # 4: Leverage technology to improve services and minimize costs.

- The Training division, with support from the Information Systems division, implemented "Target Solutions," an online learning management system. This system will provide online training, track training hours of our personnel, manage certifications and notify personnel when perishable certifications are about to expire. This program will also allow for easier tracking of training hours and increased reimbursement for those hours through the local community college. This program will also improve training accountability and reduce liability for the district.



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- The Training division implemented a video conferencing system that will allow for meetings to occur without taking personnel out of their active stations. The system also provides for video training opportunities.
- The Apparatus Shop took delivery of a pump testing apparatus called the “draft commander.” The draft commander allows for pump testing of apparatus without consuming and/or wasting large quantities of water. Use of the draft commander will also allow the District to remove the open drafting pit, reducing liability.
- The Communications division coordinated the District’s full transition to the EBRCs radio system, allowing for better communications and additional radio capability.
- The Fire Prevention division began a trial program for electronic application and plan submittals for new construction projects and permits.
- The District made a major investment in newer technology/consoles/incident communication technology to allow our field personnel to more effectively manage an emergency incident.
- The Information Systems division successfully installed turnout timers in all of the District’s fire stations to allow our personnel to monitor their turnout times.
- The Information Systems division deployed electronic maps in four (4) of the District’s fire stations. This is a trial program evaluating and comparing the MDT mapping program against the Tablet Command navigation program. Evaluations will be completed by year end, and permanent installations will begin in FY 16/17.
- The Information Systems division replaced all computers at all locations that were still operating on the Windows XP system. All computers will be placed on a four-year replacement cycle as standards suggest.
- All stations have been upgraded to faster internet service in order to meet the new FCC benchmarks. The faster service will allow for additional cloud hosting, VOIP, video conferencing and other technology advances.
- The Information Systems division successfully implemented the Fire STATS and First Watch programs for monitoring of performance data. Most programs in the District are based on data and performance, so these programs are critical to our progress and success.
- The District deployed iPads to all BC’s and initiated training on Tablet Command for better fireground accountability.
- The District began preparations to move the District Operations Center from the Communications Center to EMS.



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Strategic Initiative # 5: Analyze and enhance the District's current business and operational plans and develop sustainment plans for all aspects of the organization.

- Support services is currently updating the District's capital improvement plan. This plan was overdue to be updated and is required to be current in order for the District to seek developer fees and other construction fees from the entities we serve.
- Support Services is currently updating the District Injury and Illness Prevention program. This is an OSHA required document and is overdue for update.
- The Information Systems division successfully completed a draft 5-year budget projection that will allow the District to better budget for upgrades and replacement of technology equipment.
- Information Systems began using an internal trouble ticket program that better tracks issues needing attention and service-related hours. A newer program that will allow for District personnel to electronically submit trouble tickets is forthcoming. The newer program will also work for other divisions in the District including facilities.
- The District began revitalizing the reserve program. Notification and communications enhancements have been made and regular training meetings have been scheduled. Additional reserves are being recruited.

Strategic Initiative # 6: Pursue alternative revenue sources and enterprise opportunities to reduce our dependency on property tax revenue.

- The Training division executed a contract with our cooperating community college to provide additional fees for the use of our training center and equipment.
- Fire administration successfully monitored all of the District's grant programs, meeting all requirements and assisting with audits as required. As a result, the District will receive approximately \$6 million dollars in grants in CY 2015.
- The District executed a funding agreement with City of San Pablo to receive \$800,000.00 annually from the City of San Pablo Measure K sales tax to support Squad 70.
- Fire administration was instrumental in processing all of the needs for the ambulance transport contract. This included developing several contracts, requests for bids and proposals, agenda items submissions, and numerous hours of negotiations. The program is scheduled to begin 1/1/16 and is projected to produce several millions of dollars to offset the expenses of the EMS program.
- EMS fee for service program was approved, a billing contractor has been identified, and the program is scheduled to begin on or before 1/1/16. This program is projected to generate approximately \$2 million in revenue that will be used to offset expenses of the EMS program.



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- The communications center has received a \$105,000.00 grant for the purchase of a portable radio cache for use during major disasters and a \$60,000.00 grant to enhance security around the building.



MINUTES

December 14, 2015

The Advisory Fire Commission met at a regular meeting on Monday, December 14, 2015 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
Nat Rojanasathira – District V
Erling Horn (Alternate – District II)
Jeff Carman

Fire Chief: None

Absent: None

BADGE PINNING CEREMONY

The following personnel were present for the badge pinning ceremony: Fire Captain Sean Carder (promoted December 1), Fire Captain Jared Palant (promoted December 1) and Deputy Chief Broschard (promoted December 1).

SERVICE AWARDS

Chief Carman presented Captain Sean Carder with a 10-year service pin.

PUBLIC HEARINGS:

- A. Chairman Chapman opened the public hearing on the December 14, 2015 Report on the Cost of Abatement. Hearing no objections or protests to the November 18, 2015 Abatement Report, the hearing was closed. He then asked for a motion to adopt the "Resolution of Confirmation" confirming the November 18, 2015 Abatement Report in the amount of \$ 8,096.93. Commissioner Rojanasathira moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

Commissioner Granados made an additional motion to have District staff adjust or modify any charges found to be incorrect because the charge was entered:

- a) more than once,
- b) through clerical error,
- c) through the error or mistake of a material fact, or
- d) illegally

Motion seconded by Commissioner Rojanasathira. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

PUBLIC COMMENTS: Mr. Dang addressed the committee about a bill he received from the District. Commissioner Granados asked if it was for weed abatement. Mr. Dang confirmed it was.

- Commissioner Galey suggested the committee ask staff to get the details, summarize the information and put the issue on the next agenda.
- Commissioner Rojanasathira stated that because this was a public notice meeting only comments could be heard, no dialog could take place unless the issue was on the agenda.
- Commissioner Chapman asked Mr. Dang to give the secretary the details and the issue would be added to the next agenda.

CONSENT ITEMS:

October 12, 2015 Meeting Minutes:

Commissioner Granados made a motion to approve the October 12, 2015 meeting minutes. Motion was seconded by Commissioner Egan. Said motion carried by a majority vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

ACCEPT AND FILE REPORTS:

After review, the reports listed below were accepted and filed.

Personnel Report – Reviewed/discussed report of December 14, 2015.

- Commissioner Haynes noted the large number of captains with ten year service anniversaries.

Operating Budget – Reviewed/discussed report of November 12, 2015.

Fire Prevention Report – Reviewed/discussed December 14, 2015 report.

- Commissioner Haynes noted there were a lot of on-going investigations.

Monthly Activity Reports – Reviewed/discussed October and November 2015 reports.

Suppression Leave Summary – Reviewed/discussed October and November 2015 reports.

Correspondence – Reviewed.

- Commissioner Rojanasathira asked Chief Carman about the new customer comment form: are there plans to track comments, are the forms being mailed or handed out, and why out of 4,000 calls there was only one form completed. Chief Carman replied Battalion Chief Ciotola created the form and captains began distributing them approximately 30-60 days ago. Customers are given the form to fill out by hand or referred to the District website. This is still an experimental program. Sacramento Fire District had a similar program and they only had a 15% return.

Commissioner Granados made a motion to accept and file reports as written, seconded by Commissioner Rojanasathira. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

FIRE CHIEF'S REPORT – Reviewed/discussed report of December 14, 2015.

- Academy 49 is scheduled to begin on January 19th. There are 22 candidates from the original 30 slated to attend. The reduced number is due to an assortment of reasons: hired by other fire districts, decided to stay with the fire district they're currently working for and failure to pass the background check. Due to the expense and the disruption to the organization, we're trying to have only one class per year. There is still a valid list of candidates if another academy is needed. With this Academy, we'll be over hiring. It's hoped that by over hiring there will be fewer vacancies during the upcoming summer months.
- Job offers were made to three new dispatchers this past week. A job offer has been made to a Communications Manager for the Communications Center. We posted the position of Fleet Manager but only received a short list of candidates; none of who met the District's standards. We need to find another way to fill this position. The problem is the salary being offered is lower than the surrounding area and the turnover for this position in fire districts is very low. We're considering other options such as forming a GPA with Alameda County and having them staff our shop with their employees. Fire districts throughout the state are having a difficult time finding fire mechanics to hire.
- The Apparatus Committee visited the facility in Appleton, Wisconsin this past week and sent back a picture of the nine new Type I fire engines and the Type II Rescue sitting on the line ready to be delivered. They'll be driven from Appleton to a facility in Sacramento where radios, tool holders, etc., will be installed. When they arrive here, there will be a very short timeframe before they are placed into service.

Four more engines, a ladder truck and Type II Rescue have been ordered and should be delivered later in 2016 or early in 2017. The Type II Rescues will be Medium Rescues with chassis the same size as an engine but will only be able to carry the Type II cache of equipment. The Rescues will be going to Station 10 and Station 82. They'll be cross staffed. The Rescue program is going to undergo a series of changes in 2016. They'll decide how the Rescues are best deployed. -- whether to take the engine and Type II Rescue or whether all three people will man the Rescue and go. There are drawbacks and benefits either way.

Commissioner Rojanasathira: Where will the nine Type I engines be going? Chief Carman: They'll be going to stations throughout the district. They'll replace the higher mileage, higher aged engines. The current equipment is failing regularly, maintenance costs have escalated and it's difficult to keep them in service. The quints are inherently maintenance prone. They're too heavy and it's difficult to respond to the number of calls we respond to. When tillers arrive sometime in March, we should see a huge reduction in maintenance costs.

Commissioner Haynes: What is the maintenance record for the Type II Rescues as opposed to the other apparatus? Chief Carman: Much less. The only issue I'm aware of is a flawed part in the suspension system. Pierce replaced it, free of charge, because they knew the part was flawed even though the part failed out of warranty.

- Chief Carman: I want to give you an update, in October, when we had an engine and truck out of station 6, they were running about 20 calls/day. When the squad was put into service, they ran about 15 calls/day. The other 5 calls were made up by calling engines in from neighboring districts. Do the squads have value, yes, when we can't afford to have engines. They cost \$800,000/year less than an engine but there's more than a financial cost, there's also an operational cost. We're hoping, in July of 2016, that we'll get permission from the Board and CAO to take squad 6 out of service and put engine 6 back into service permanently.
- Chief Carman: The dispatch consolidation – we're working with Richmond to get a CAD to CAD bridge built between their CAD and ours. The bridge is so requests for ambulances from Richmond can come electronically; without that, they'll have to come by phone. That's approximately 18,000 calls that would come in by phone. If bridge isn't completed by February 1st, an additional dispatcher will be hired on the AMR side.
- Commissioner Haynes: Chief Carman you made a comment about changing the Dispatchers' schedules. What is the status on that? Chief Carman: Their schedules were changed. They're back to the Kelly Schedule. Instead of them working 48 hours in a row, they work 24 on 24 off, 24 on 24 off, 24 on 72 off.
- Chief Carman: One of the Deputy Chief's primary functions for this next year will be working with our nine cities to try and get developer fees in place. The city of Pittsburg has implemented some developer fees for us \$75/parcel. The developer has about 8,000 single family units that are in the process of being developed.

Commissioner Rojanasathira: Chief Carman you made a comment about a \$75/parcel CFD in Pittsburg. Do we know how much of that fee will come back to the Fire District? Chief Carman: All of it. We've met with Antioch and plan to meet with the other cities. When you look at the amount of property tax that comes in, for example we're reviewing the old Roddy Ranch development: There's a station planned for this development that the developer's going to build. The number of homes and the property tax they'll generate won't be enough revenue to run a fire station. We're looking for supplemental developer fees in the \$100-200 range for future development, not existing developments.

Commissioner Granados: Would an existing home in an established area not be affected by the supplemental developer fee? Chief Carman: That is correct.

Commissioner Galey: Are we looking at a one-time development fee or a special tax? Chief Carman: An ongoing facilities tax.

Commissioner Haynes: Chief Carman you mentioned 8,000 units – how does that equate to fire stations? Chief Carman: About 2,000 houses per station. We try to keep stations spaced approximately 2 miles apart but some are up to 3 miles apart. Figure 2,000 to 2,500 residential units before we need to put a fire house in.

Commissioner Haynes: Are we looking at 2-3 stations? Chief Carman: That's correct.

Commissioner Haynes: Will \$75 provide for building, staffing and everything else? Chief Carman: It's a little light. The city of Pittsburg had very little input from us before determining the fee. We're trying to work with them on the development beyond the fees for the first two phases. The City Manager has been very cooperative with the District. Chief Broschard is working with a consultant to try and determine what our needs are. Then we can make a presentation to the cities so they have a better idea of what we need based on home values and density.

Commissioner Rojanasathir: The commitment for the \$75 parcel tax is one that can sustain the operations of the District but the developer of residential units should be required to actually build the station. I encourage that we make it a requirement or at least negotiate that it be with the city of Pittsburg and developers. The Board of Supervisors should push for this as well.

- Chief Carman: We're still working on a funding agreement with the City of San Pablo. They've agreed to contribute \$2 million to the deconstruction/ reconstruction of fire station 70. The contract is with county counsel. It's hoped that it will be done by the end of the year.
- Chief Carman: The District has a plan in place that we're going to propose to the Board of Directors to rebuild and relocate four of our fire stations in the coming year. These four stations aren't big enough to house the new Type I engines.

- Commissioner Granados: Are we any closer to establishing our own human resources (HR) department? Chief Carman: Our current HR analyst meets monthly with county HR. In the past two years, because of the work she's done, we now have an excellent working relationship with them. Our needs are being attended to as a priority. This time last year we had 13-16 recruitments that needed to be under taken in order to fill positions. We're down to very few now. We have regularly occurring promotional exams and regularly occurring recruitments. I'm happy with the service we're receiving from them at this point.
- Commissioner Haynes: How far is the District with San Pablo as far as the architect and the building plans – are we ready to go? Chief Carman: No. The District had an issue regarding which architect we could use. Previously, we chose who we used but we were unaware that the rules changed this past year. Now we have to do an RFT (RFP?) and retain an architect. Chief Grace has been working on this and he's pretty close to going after the RFT. Because of the dollar amount, we can use whatever architect we want to do the design work but they have to be on contract to do the plan drawing. Having them do them design work now on both fire station 16 and fire station 70, while we're going after the RFT we'll get them under contract. Hopefully, there won't be a lot of lag time between the design work and the actual architectural work. Once we have the drawings then we can do working documents/construction documents and should be able to proceed pretty quickly after that.
- Commissioner Haynes: Where do we stand on assessing station 16 to determine whether to remodel or rebuild? Chief Carman: The structural engineer gave his report on 12/08/15. They saw no reason why the existing stem wall, foundation and original framework couldn't be used. They need to remove everything down to the stick frame and then remove the loading floor that was the problem. It wasn't attached to the stem walls in any way which caused it to settle. They then can assess why the ground moved underneath the loading floor. The plan presented to the Board of Directors 90 days ago is the plan the District is going to proceed with.

Commissioner Haynes: So, soil stabilization underneath the floor looks like it is buildable on without any additional piers or pilings? Chief Carman: They won't know until the floor has been removed and the ground looked at. They feel the water that runs of the road and under that foundation is the probable cause of the ground movement. They'll need to put in drainage to divert the water away from the building.

Commissioner Granados: Will there be a two bay apparatus? Chief Carman: It will be narrowed down to a single bay. The building isn't wide enough for two engines

- Commissioner Granados: Can you tell us which four stations are slated for rebuilding/relocation/renovation. Chief Carman: Station 70 in San Pablo; station 86 on Willow Pass Road is to be relocated to property owned by the District on San Marcos; currently, preliminary negotiations with the Director of Airports are going on to relocate station 9 on Center Street in Pacheco to airport property; and station 16.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Approval of the committee's schedule for 2016.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS:

- Commissioner Haynes would like to get an update on where we stand with the county as we move towards the budget cycle for opening the stations that are presently closed: East County, station 4 and station 16.
- Commissioner Rojanasathira stated as part of the operating budget revenues for 2016-2017, to look at any long range financial planning as it related to the CFD concept in this district and how it applies to other areas.
- Commissioner Egan asked for an explanation about information on Pulse Point. It shows ConFire responding on highways and freeways with a Task Force or Strike Team, what are they responding to -- auto accidents? Chief Carman: I'll find out and respond to the question at the next meeting.
- Commissioner Granados commented that things are boring at the Board of Supervisors meetings because Chief Carman gets along so well with supervisors there's nothing to say.
- Commissioner Galey: I have the same request as Commissioner Rojanasathira but not just operationally. We're seeing the development industry pick up again so how are we provisioning the stations as we've discussed, what is the plan to replace the rest of the aging apparatus, do we have a plan, how is it being funded? Just a brief summary on the major areas: replacement, ongoing operations and additional or new services.

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, Rojanasathira). The meeting was adjourned at 8:08 p.m.

NEXT MEETING DATE AND TIME:

February 22, 2016, 7:00 p.m.

Elizabeth Savage, Recording Secretary



TO: Advisory Fire Commission
 FROM: Jackie Lorrekovich, Chief of Administrative Services
 SUBJECT: Personnel Report
 DATE: February 22, 2016

SERVICE AWARDS

25-YEAR

Herbert Chang	Fire Fighter-Paramedic	2-18-91
Kevin Prescott	Fire Captain	2-18-91

20-YEAR

Deandrea Rowden	Fire Equipment Mechanic	1-29-96
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10-YEAR

Nina Bodway	Secretary-Advanced Level	1-3-06
Gregory Kennedy	Fire EMS Quality Improvement Coordinator	1-6-06

PROMOTIONS

Charles Thomas	Battalion Chief	1-1-16
Denis Ware	Fire Captain	1-1-16

RETIREMENTS

Big L. Au	Fire Prevention Specialist	06-19-95	01-01-16
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NEW HIRES

Kiel Lamar	Telecommunications Center Mgr	01-04-16
Brooke Adams	Dispatcher	01-04-16
Mary Enea	Dispatcher	01-04-16
Nicki Impastato	Dispatcher	01-04-16
Ashley Kubokawa	IS Program Analyst (GIS)	01-05-16
Latonia Ellingberg	Executive Secretary-Exempt	01-19-16
Alan Bradford	Firefighter (PM)-Recruit	01-19-16
James Bulger	Firefighter-Recruit	01-19-16
Ron Davis	Firefighter-Recruit	01-19-16
Kenny Dayton	Firefighter-Recruit	01-19-16
Konnor Delang	Firefighter-Recruit	01-19-16
Stan Gartin	Firefighter-Recruit	01-19-16
Brian George	Firefighter (PM)-Recruit	01-19-16
Jonathan Grant	Firefighter (PM)-Recruit	01-19-16
David Hall	Firefighter-Recruit	01-19-16
Kevin Luker	Firefighter-Recruit	01-19-16
David Morgigno	Firefighter-Recruit	01-19-16
Steven Morrison	Firefighter-Recruit	01-19-16
Josh Ramirez	Firefighter-Recruit	01-19-16
Drew Rozner	Firefighter-Recruit	01-19-16
Jonathan Sagli	Firefighter (PM)-Recruit	01-19-16
Adam Schott	Firefighter-Recruit	01-19-16
Karl Taugher	Firefighter-Recruit	01-19-16
Bryan Thompson	Firefighter (PM)-Recruit	01-19-16
Tony Vasta	Firefighter-Recruit	01-19-16
Trevor Watts	Firefighter-Recruit	01-19-16
Brock Wenbourne	Firefighter (PM)-Recruit	01-19-16

SUPPRESSION STAFFING VACANCIES*

	Minimum Staffing	Current Staffing	Vacancies
Fire Captain	75	75	0
Fire Engineer	78	77	1
Firefighter	78	70	8
Firefighter-Recruit	0	21	(21)
TOTAL	231	243	(12)

* The suppression staffing report reflects full staffing at 24 fire companies, two squads, and three STCs. Squad 70 is currently being staffed by overtime recall.

CCCFPD General Fund Expenditures Summary
FY 2015-16 Period 7 (as of 2/11/2016)

Dept	Obj	Sub Obj	Description	Appropriation	Adj	Expenditures	Encumbr	Balance	% Used
7300	1000	1011	PERMANENT SALARIES	35,449,800	0	19,268,285	0	16,181,515	54.35%
7300	1000	1013	TEMPORARY SALARIES	275,000	0	168,360	0	106,640	61.22%
7300	1000	1014	PERMANENT OVERTIME	11,162,633	0	6,311,859	0	4,850,774	56.54%
7300	1000	1015	DEFERRED COMP CTY CONTRB	28,560	0	10,660	0	17,900	37.32%
7300	1000	1019	COMP & S D I RECOVERIES	(500,000)	0	(188,357)	0	(311,643)	37.67%
7300	1000	1042	F.I.C.A.	725,898	0	369,029	0	356,869	50.84%
7300	1000	1044	RETIREMENT EXPENSE	24,019,469	0	12,927,656	0	11,091,814	53.82%
7300	1000	1046	EXCESS RETIREMENT BENEFIT	30,000	0	52,108	0	(22,108)	173.69% (1)
7300	1000	1060	EMPLOYEE GROUP INSURANCE	5,595,776	0	2,926,738	0	2,669,038	52.30%
7300	1000	1061	RETIREE HEALTH INSURANCE	5,638,480	0	3,103,601	0	2,534,879	55.04%
7300	1000	1062	OPEB PRE-PAY	1,959,289	0	979,645	0	979,645	50.00%
7300	1000	1070	WORKERS COMPENSATION INS	3,604,084	0	2,585,065	0	1,019,019	71.73%
		1000 Total		87,988,989	0	48,514,647	0	39,474,342	55.14%
7300	2000	2100	OFFICE EXPENSE	135,060	0	58,288	0	76,772	43.16%
7300	2000	2102	BOOKS-PERIODICLS-SUBSCRIPT	20,225	0	14,045	0	6,180	69.44%
7300	2000	2103	POSTAGE	0	0	11	0	(11)	
7300	2000	2110	COMMUNICATIONS	532,750	0	380,628	0	152,122	71.45%
7300	2000	2120	UTILITIES	483,440	0	285,906	0	197,534	59.14%
7300	2000	2130	SMALL TOOLS & INSTRUMENTS	49,403	0	19,298	0	30,105	39.06%
7300	2000	2131	MINOR FURNITURE/EQUIPMENT	532,486	0	162,977	54,475	315,034	30.61%
7300	2000	2132	MINOR COMPUTER EQUIPMENT	303,450	0	134,938	0	168,512	44.47%
7300	2000	2140	MEDICAL & LAB SUPPLIES	161,200	0	82,316	0	78,884	51.06%
7300	2000	2150	FOOD	16,350	0	17,627	0	(1,277)	107.81% (2)
7300	2000	2160	CLOTHING & PERSONAL SUPPL	463,298	74,000	279,287	73,232	184,779	51.98%
7300	2000	2170	HOUSEHOLD EXPENSE	237,696	0	127,494	0	110,202	53.64%
7300	2000	2190	PUBLICATNS & LEGL NOTICES	6,200	0	2,912	0	3,288	46.96%
7300	2000	2200	MEMBERSHIPS	11,530	0	5,341	0	6,189	46.32%
7300	2000	2250	RENTS & LEASES -EQUIPMENT	402,900	0	176,255	0	226,645	43.75%
7300	2000	2251	COMPUTER SOFTWARE COST	628,360	0	327,202	0	301,158	52.07%
7300	2000	2260	RENTS & LEASES -PROPERTY	500	0	625	0	(125)	125.00% (3)
7300	2000	2270	MAINTENANCE -EQUIPMENT	259,329	0	108,855	0	150,474	41.98%
7300	2000	2271	VEHICLE REPAIRS	895,300	0	275,056	0	620,244	30.72%
7300	2000	2272	VEHICLE FUEL/OIL	419,000	0	188,384	0	230,616	44.96%
7300	2000	2273	CNTRL GARAGE TIRES	128,000	0	88,254	0	39,746	68.95%
7300	2000	2281	MAINTENANCE OF BUILDINGS	1,298,830	(6,600)	270,987	0	1,021,243	20.97%
7300	2000	2282	GROUNDNS MAINTENANCE	488,700	0	55,657	0	433,043	11.39%
7300	2000	2300	TRANSPORTATION AND TRAVEL	15,000	0	0	0	15,000	0.00%
7300	2000	2301	AUTO MILEAGE EMPLOYEES	3,000	0	2,277	0	723	75.91%
7300	2000	2303	OTHER TRAVEL EMPLOYEES	129,550	0	69,302	0	60,248	53.49%
7300	2000	2310	NON CNTY PROF SPCLZD SVCS	1,250,250	0	814,200	0	436,050	65.12%
7300	2000	2314	CONTRACTED TEMPORARY HELP	10,000	0	0	33,383	(23,383)	0.00%
7300	2000	2331	GSD COURIER SERVICE	2,064	0	0	0	2,064	0.00%
7300	2000	2360	INSURANCE	375	0	0	0	375	0.00%
7300	2000	2474	FIRE FIGHTING SUPPLIES	848,710	(74,000)	201,102	0	573,608	25.96%
7300	2000	2477	ED SUPPLIES AND COURSES	39,750	0	9,421	0	30,329	23.70%
7300	2000	2479	OTHER SPECIAL DPMTAL EXP	18,872	0	9,775	0	9,097	51.79%
7300	2000	2490	MISC SERVICES & SUPPLIES	36,300	0	9,029	0	27,271	24.87%
		2000 Total		9,827,878	(6,600)	4,177,448	161,089	5,482,741	42.53%
7300	3000	3505	RETIRE OTH LONG TERM DEBT	1,388,476	0	1,336,951	0	51,525	96.29%
7300	3000	3515	INT ON OTH LONG TERM DEBT	111,524	0	119,804	0	(8,280)	107.42% (4)
7300	3000	3520	INT ON NOTES & WARRANTS	0	0	751	0	(751)	
7300	3000	3530	TAXES & ASSESSMENTS	36,000	0	24,941	0	11,059	69.28%

CCCFPD General Fund Expenditures Summary
FY 2015-16 Period 7 (as of 2/11/2016)

Dept	Obj	Sub Obj	Description	Appropriation	Adj	Expenditures	Encumbr	Balance	% Used
7300	3000	3611	INTERFUND EXP - GOV/GOV	2,367,548	0	809,378	0	1,558,170	34.19%
7300	3000	3614	DOIT PHONE EXCHANGE	63,697	0	37,254	0	26,443	58.49%
7300	3000	3615	DOIT DATA PROC SVCS	164,253	0	93,963	0	70,290	57.21%
7300	3000	3616	DOIT DATA PROC SUPPLY	2,000	0	3,593	0	(1,593)	179.65% (5)
7300	3000	3617	DOIT MNTN RADIO EQMT	75,000	0	4,926	0	70,074	6.57%
7300	3000	3618	DOIT OTHER TELCOM CHARGES	8,909	0	14,088	0	(5,179)	158.13% (6)
7300	3000	3619	GEN SVC-BLDG OCPNCY COSTS	25,897	0	8,386	0	17,511	32.38%
7300	3000	3620	GEN SVC-REQUESTED MNTCE	45,365	0	2,025	0	43,340	4.46%
7300	3000	3622	GEN SVC-OTHER GS CHARGES	278,872	0	159,410	0	119,462	57.16%
7300	3000	3626	INFO SECURITY CHG	33,059	0	19,284	0	13,775	58.33%
		3000 Total		4,600,600	0	2,634,754	0	1,965,846	57.27%
7300	4000	4952	INSTITUTIONL EQUIP & FURN	53,000	6,600	6,595	23,418	29,587	11.06%
7300	4000	4953	AUTOS & TRUCKS	400,000	976,500	0	956,875	419,625	0.00%
7300	4000	4954	MEDICAL & LAB EQUIPMENT	100,000	0	12,640	0	87,360	12.64%
7300	4000	4955	RADIO & COMMUNICATN EQUIP	60,000	61,368	58,497	0	62,871	48.20%
		4000 Total		613,000	1,044,468	77,732	980,293	599,444	4.69%
7300	5000	5011	REIMBURSEMENTS-GOV/GOV	13,383,203	0	13,383,203	0	1	100.00%
7300	5000	5016	TRANSFERS - GOV/GOV	2,600,396	0	2,600,396	0	1	100.00%
		5000 Total		15,983,599	0	15,983,598	0	1	100.00%
		Grand Total		119,014,066	1,037,868	71,388,179	1,141,382	47,522,374	59.46%

- (1) For pension costs exceeding statutory limits imposed on CCCERA.
- (2) For FF interviews, Academy 47 testing, and a number of incidents.
- (3) For Fire Investigator and FF-PM written exams.
- (4) Interest for new PNC lease purchase for fire apparatus.
- (5) For VPN tokens.
- (6) DOIT labor and parts for Opteman orders.

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 December 2015 and January 2016

DATE: February 22, 2016

December 2015:

	Engineering	Code Enforcement
Inspections	531	1118
Plan reviews	176	
Pub Ed Events	16	
Vegetation Inspections	0	
Investigations	40	

January 2016:

	Engineering	Code Enforcement
Inspections	349	954
Plan reviews	217	
Pub Ed Events	0*	
Vegetation Inspections	0	
Investigations	53	

*Our remaining Public Educator retired.

Assigned Incidents by Station

(Dec -15)

Station	Runs	Runs/Day	Code 3
6	567	18.29	479
1	389	12.55	312
70	384	12.39	330
81	325	10.48	261
5	319	10.29	246
9	271	8.74	215
3	268	8.65	227
84	264	8.52	213
85	263	8.48	212
82	253	8.16	186
86	244	7.87	211
83	236	7.61	188
88	192	6.19	149
2	183	5.9	142
8	182	5.87	144
15	173	5.58	118
13	162	5.23	124
14	151	4.87	124
69	138	4.45	111
10	136	4.39	113
7	95	3.06	73
11	82	2.65	68
22	82	2.65	61
17	50	1.61	30
19	3	0.1	3
	5412	174.58	4340

(Jan - 16)

Station	Runs	Runs/Day	Code 3
6	530	17.1	447
70	394	12.71	352
1	380	12.26	288
5	318	10.26	246
81	314	10.13	255
83	296	9.55	242
85	294	9.48	247
86	278	8.97	235
9	277	8.94	215
84	255	8.23	205
82	234	7.55	182
3	229	7.39	206
8	213	6.87	165
88	195	6.29	145
2	180	5.81	140
10	167	5.39	133
15	152	4.9	101
14	141	4.55	115
69	128	4.13	111
13	123	3.97	91
7	100	3.23	72
11	93	3	69
22	82	2.65	59
17	48	1.55	26
19	5	0.16	4
	5426	175.03	4351

Assigned Incidents by Unit

Dec-15

Unit	Runs	Runs/Day	Code 3
E181	325	10.48	261
E105	319	10.29	246
T106	315	10.16	241
E109	271	8.74	215
E103	268	8.65	227
Q184	264	8.52	213
E185	261	8.42	210
E182	246	7.94	179
E186	244	7.87	211
SQ6	242	7.81	230
Q183	236	7.61	188
E170	232	7.48	193
Q101	217	7	160
E188	191	6.16	148
E102	183	5.9	142
E108	182	5.87	144
E115	171	5.52	116
E113	161	5.19	123
SQ1	160	5.16	147
SQ70	152	4.9	137
E169	135	4.35	108
E110	133	4.29	110
Q114	110	3.55	88
E107	90	2.9	68
E111	82	2.65	68
E122	81	2.61	60
E117	50	1.61	30
E114	41	1.32	36
E101	12	0.39	5
E106	10	0.32	8
R382	7	0.23	7
BS107	5	0.16	5
R310	3	0.1	3
R369	3	0.1	3
E315	2	0.06	2
E385	2	0.06	2
WT219	2	0.06	2
E213	1	0.03	1
E222	1	0.03	1
E388	1	0.03	1
E419	1	0.03	1
	5412	174.58	4340

Jan-16

Unit	Runs	Runs/Day	Code 3
E105	318	10.26	246
E181	314	10.13	255
T106	296	9.55	228
E185	294	9.48	247
E186	278	8.97	235
E109	277	8.94	215
Q183	260	8.39	212
Q184	255	8.23	205
E170	244	7.87	211
E182	233	7.52	181
E103	229	7.39	206
Q101	222	7.16	145
SQ6	220	7.1	208
E108	213	6.87	165
E188	195	6.29	145
E102	180	5.81	140
E110	163	5.26	129
SQ1	158	5.1	143
E115	152	4.9	101
SQ70	150	4.84	141
E113	123	3.97	91
E169	122	3.94	105
E107	98	3.16	70
E114	97	3.13	75
E111	93	3	69
E122	79	2.55	56
E117	48	1.55	26
Q114	43	1.39	39
E183	36	1.16	30
E106	14	0.45	11
R369	6	0.19	6
E419	5	0.16	4
R310	4	0.13	4
E222	3	0.1	3
BS107	2	0.06	2
E214	1	0.03	1
R382	1	0.03	1
	5426	175.03	4351

Contra Costa County Fire Protection District

Station Summary Year: 2015 Fire Month: 12 Code 3

Area	City	Code 3 Calls	Mutual Aid	Auto Aid	Struc.	Veg.	Other	EMS Rescue	Hazard	Public Service	Mistaken Alarm	False Alarm	Other NF	Total	PP - FD Processing	FD - FE Turnout	FE - FA Travel	Total Response
01	Walnut Creek	200	0	0	3	0	2	185	5	6	37	15	0	253	01:11	00:54	03:57	06:01
02	Pleasant Hill	111	0	0	0	0	3	100	3	5	14	9	1	135	01:12	00:48	04:28	06:26
03	Walnut Creek	235	0	0	2	0	0	221	3	12	28	3	0	269	01:17	00:50	05:00	07:08
04	Walnut Creek	27	0	5	0	0	0	21	1	0	4	1	2	29	01:04	00:56	06:45	08:47
05	Pleasant Hill	156	0	1	1	0	1	141	4	16	20	5	1	189	01:10	00:50	04:47	06:48
06	Concord	302	0	0	3	0	8	246	9	15	73	16	6	376	01:07	00:54	05:14	07:14
07	Walnut Creek	67	0	0	0	0	0	62	2	5	6	2	0	77	01:01	00:52	05:08	07:01
08	Concord	132	0	0	2	0	0	116	3	12	21	3	0	157	01:11	00:57	04:57	07:07
09	Pacheco	165	0	0	1	0	5	120	1	11	47	12	1	198	01:08	00:50	04:45	06:43
10	Concord	65	0	0	1	0	2	56	1	3	12	5	1	81	01:06	00:48	04:53	06:49
11	Clayton	71	0	2	1	0	3	60	2	1	9	6	0	82	01:09	00:53	04:14	06:13
12	Martinez	81	0	0	1	0	2	58	5	5	23	8	0	102	01:04	00:52	05:52	07:49
13	Martinez	44	0	1	1	0	3	35	0	3	10	3	1	56	01:11	00:58	04:59	07:15
14	Martinez	72	0	0	1	0	1	57	4	2	20	5	0	90	00:59	00:52	04:41	06:33
15	Lafayette	65	0	5	0	0	1	52	5	7	11	5	2	83	01:11	00:52	05:18	07:22
16	Lafayette	17	0	12	0	0	0	15	1	3	4	4	0	27	01:15	00:53	06:28	08:38
17	Lafayette	9	0	0	0	0	0	10	1	1	2	1	0	15	01:37	00:56	05:02	07:36
18	Clyde	5	0	0	0	0	0	1	0	0	4	2	0	7	01:13	00:46	05:58	07:36
19	Martinez	3	0	2	0	0	0	2	0	0	0	0	1	3	01:22	00:38	10:40	12:09
21	Concord	52	0	0	0	0	0	44	2	1	8	5	0	60	01:12	00:58	06:18	08:30
22	Concord	31	0	0	1	0	2	25	0	6	4	4	0	42	01:06	00:57	05:06	06:52
69	El Sobrante	81	0	29	1	0	1	64	3	9	10	5	5	98	01:15	01:00	04:41	06:52
70	San Pablo	287	0	112	3	0	5	222	16	8	65	14	10	343	01:17	01:00	04:26	06:44
81	Antioch	236	0	9	4	0	12	189	5	12	42	15	0	279	01:07	00:46	04:14	06:13
82	Antioch	158	0	1	2	0	1	135	4	10	38	7	1	198	01:09	00:50	04:44	06:46
83	Antioch	155	0	0	2	0	4	127	6	8	25	9	0	181	01:16	00:52	04:56	07:07
84	Pittsburg	83	0	2	1	0	1	68	3	7	17	3	0	100	01:16	00:56	05:06	07:16
85	Pittsburg	198	0	2	1	0	7	161	2	3	39	13	1	227	01:06	00:50	04:40	06:36
86	Bay Point	159	0	0	0	0	10	136	5	3	26	8	0	188	01:09	00:57	05:00	07:07
87	Pittsburg	68	0	0	1	0	0	53	0	1	20	1	0	76	01:11	00:48	05:57	07:57
88	Antioch	112	0	9	2	0	0	91	1	9	28	7	0	138	01:12	00:49	05:04	07:01
CON	Unclassified	10	1	6	0	1	0	4	0	0	4	1	2	12	01:16	00:51	06:04	08:23
**Other		100	0	106	3	1	4	45	0	5	42	4	2	106	00:47	01:10	05:48	07:46
		3557	1	304	38	2	78	2922	97	189	713	201	37	4277				

* 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

Contra Costa County Fire Protection District

Station Summary Year: 2016 Fire Month: 1 Code 3

Area	City	Code 3 Calls	Mutual Aid	Auto Aid	Struc.	Veg.	Other	Rescue	EMS	Hazard	Public Service	Mistaken Alarm	False Alarm	Other NF	Total	PP - FD Processing	FD - FE Turnout	FE - FA Travel	Total Response
01	Walnut Creek	171	0	0	3	0	4	146	2	10	42	31	2	240	01:08	00:54	03:49	05:48	
02	Pleasant Hill	121	0	0	4	0	1	113	3	1	9	10	0	141	01:14	00:55	04:11	06:20	
03	Walnut Creek	223	0	0	1	0	0	218	2	8	13	5	1	248	01:11	00:49	05:11	07:09	
04	Walnut Creek	30	0	3	0	0	0	27	3	2	7	1	0	40	01:07	00:55	06:37	08:39	
05	Pleasant Hill	172	0	0	0	0	1	145	4	12	28	11	0	201	01:14	00:51	04:09	06:13	
06	Concord	339	0	0	3	0	14	285	5	15	63	15	5	405	01:11	00:59	05:16	07:28	
07	Walnut Creek	58	0	0	0	0	0	53	1	3	11	3	1	72	01:08	00:54	05:02	07:04	
08	Concord	145	0	0	1	0	0	136	2	13	18	7	1	178	01:06	00:50	04:23	06:24	
09	Pacheco	140	0	0	0	0	2	113	2	7	36	7	0	167	01:08	00:52	05:00	06:54	
10	Concord	90	0	0	0	1	2	73	2	9	12	6	0	105	01:07	00:54	04:52	06:51	
11	Clayton	74	0	3	0	0	1	70	1	5	10	4	0	92	01:02	00:53	04:18	06:14	
12	Martinez	59	0	0	1	0	1	50	6	2	11	5	1	77	01:07	00:49	05:43	07:43	
13	Martinez	31	0	0	0	0	1	22	3	0	12	3	0	41	01:18	00:52	05:56	08:07	
14	Martinez	64	0	0	2	0	0	58	1	3	6	1	1	72	01:09	00:56	04:32	06:28	
15	Lafayette	66	0	1	0	0	1	60	3	7	7	6	1	85	01:11	00:52	04:51	06:50	
16	Lafayette	14	0	10	0	0	0	12	2	0	4	2	1	21	01:18	01:06	07:07	09:39	
17	Lafayette	8	0	0	0	0	0	8	2	1	1	2	1	15	01:02	00:49	05:31	07:23	
18	Clyde	6	0	0	0	0	0	4	0	1	4	2	0	11	01:06	00:58	06:28	08:22	
19	Martinez	4	0	2	0	0	0	3	0	0	0	0	0	4	01:37	01:00	11:48	14:06	
21	Concord	45	0	0	0	0	0	41	2	10	9	6	0	68	01:17	00:51	06:20	08:30	
22	Concord	25	0	0	0	0	0	25	2	9	2	2	0	40	01:09	00:37	05:02	06:49	
69	El Sobrante	70	0	28	0	0	2	61	2	2	9	0	5	81	01:09	00:57	04:31	06:36	
70	San Pablo	288	0	93	4	0	6	232	13	10	51	9	4	329	01:16	01:01	04:23	06:42	
81	Antioch	221	0	7	4	0	7	163	4	11	61	14	0	264	01:12	01:02	04:20	06:35	
82	Antioch	165	0	3	0	0	0	143	4	7	36	13	0	203	01:10	00:59	04:42	06:48	
83	Antioch	202	0	0	2	0	5	171	1	7	36	12	0	234	01:11	00:54	04:49	06:53	
84	Pittsburg	97	0	0	2	0	3	90	5	4	7	4	1	116	01:10	00:58	05:08	07:11	
85	Pittsburg	202	0	0	2	0	4	171	3	13	37	7	1	238	01:14	00:54	04:46	06:56	
86	Bay Point	176	0	0	0	0	7	146	5	14	31	6	0	209	01:15	00:57	05:09	07:24	
87	Pittsburg	85	0	0	0	0	1	67	2	1	18	4	0	93	01:05	00:58	05:45	07:44	
88	Antioch	96	0	9	2	0	3	79	2	7	17	8	0	118	01:07	01:00	05:07	07:14	
CON	Unclassified	8	0	6	1	0	0	3	0	0	3	0	1	8	01:12	00:59	05:56	07:55	
**Other		106	1	109	5	0	5	46	0	4	41	3	6	110	00:44	00:58	05:58	07:38	
		3601	1	274	37	2	71	3034	89	198	652	209	34	4326					

* 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



Home | Operations | EMS | Support Services | Administration
 Aid Provided (12/1/2015 - 12/31/2015)

- 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
- Station Library
- Training
- Wildland Firefighting Program
- Logout

Provider	Jurisdiction								
	CCE	CON	CRK	ECR	MOR	POE	RDO	RMD	SRM
CCE	-	23/25	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CDF	21/22	3/3	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CON	14/21	-	0/0	1/1	9/20	21/25	3/3	64/68	1/1
CRK	0/0	0/0	-	0/0	0/0	0/0	5/6	0/0	0/0
ECR	0/0	12/16	0/0	-	2/2	1/1	0/0	0/0	0/0
MOR	0/0	24/31	0/0	0/0	-	0/0	0/0	0/0	0/0
POE	0/0	7/7	0/0	0/0	0/0	-	8/8	0/0	0/0
RDO	0/0	5/5	2/4	0/0	0/0	19/22	-	0/0	0/0
RMD	0/0	149/177	0/0	0/0	0/0	0/0	0/0	-	0/0
SRM	0/0	6/6	0/0	0/0	0/0	0/0	0/0	0/0	-

Response Area - Contract

Jurisdiction	Response Area	Provider	Incidents	Units
POE	Contract	CON	4	4
POE	Contract	POE	31	32
POE	Contract	RDO	1	1

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Home | Operations | EMS | Support Services | Administration
Aid Provided (1/1/2016 - 1/31/2016)

- 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
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- Wildland Firefighting Program
- Logout

Provider	Jurisdiction								
	CCE	CON	CRK	ECR	MOR	POE	RDO	RMD	SRM
CCE	-	28/29	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CDF	16/17	3/3	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CON	12/16	-	0/0	1/1	3/9	26/36	6/6	66/74	2/4
CRK	0/0	1/1	-	0/0	0/0	2/2	2/2	0/0	0/0
ECR	0/0	8/9	0/0	-	1/1	0/0	0/0	1/1	0/0
MOR	0/0	13/16	0/0	0/0	-	0/0	0/0	0/0	0/0
POE	0/0	7/7	0/0	0/0	0/0	-	6/6	0/0	0/0
RDO	0/0	4/4	2/2	0/0	0/0	16/19	-	0/0	0/0
RMD	0/0	120/139	0/0	0/0	0/0	1/1	0/0	-	0/0
SRM	0/0	3/5	0/0	0/0	0/0	0/0	0/0	0/0	-

Response Area - Contract

Jurisdiction	Response Area	Provider	Incidents	Units
POE	Contract	CON	7	9
POE	Contract	POE	35	36
POE	Contract	RDO	1	1

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DATE	DAY	SHIFT	SL	VAC	WC	OTHER	TOTAL	TOTAL OT	MAN OT	EXP. OTHER
5	SAT	A	5.0	3.0	2.0	0.0	10.0	13.0	0.0	
6	SUN	A	3.0	2.0	2.0	0.0	7.0	10.0	0.0	
11	FRI	A	8.0	5.0	2.0	0.0	15.0	20.0	4.0	
12	SAT	A	6.5	6.0	2.0	0.0	14.5	19.5	3.0	
17	THU	A	9.0	3.0	3.0	1.0	16.0	21.0	0.0	1.0 SPEC
18	FRI	A	4.0	6.0	3.0	1.0	14.0	19.0	5.0	1.0 SPEC
23	WED	A	2.0	11.0	2.0	0.0	15.0	20.0	16.0	
24	THU	A	2.0	11.0	2.0	0.0	15.0	20.0	16.0	
29	TUE	A	3.0	13.0	2.0	0.0	18.0	24.0	5.0	
30	WED	A	4.0	11.0	2.0	2.0	19.0	24.0	7.0	2.0 AWOP
1	TUE	B	2.5	3.5	1.5	5.0	12.5	17.0	0.0	0.5 JD, 1.0 LOA, 3.5 SPEC
2	WED	B	2.0	1.5	1.5	4.0	9.0	15.0	1.5	1.0 JD, 1.0 LOA, 2.0 SPEC
7	MON	B	4.5	2.0	2.5	4.5	13.5	21.0	0.0	1.0 LOA, 3.5 SPEC
8	TUE	B	1.5	1.5	2.5	5.0	10.5	16.5	0.0	1.0 LOA, 4.0 SPEC
13	SUN	B	8.0	3.0	2.5	3.0	16.5	23.5	9.0	1.0 LOA, 2.0 SPEC
14	MON	B	4.5	1.5	2.5	4.0	12.5	19.5	2.5	1.0 LOA, 3.0 SPEC
19	SAT	B	5.0	10.5	1.5	2.0	19.0	25.5	9.0	1.0 LOA, 1.0 SPEC
20	SUN	B	3.5	9.0	1.5	1.0	15.0	22.0	0.0	1.0 LOA
25	FRI	B	0.5	10.0	1.5	3.0	15.0	22.0	17.0	2.0 AL, 1.0 LOA
26	SAT	B	0.0	9.0	1.5	2.0	12.5	20.0	11.0	1.0 AWOP, 1.0 LOA
31	THU	B	1.0	9.5	1.5	2.0	14.0	21.0	9.0	1.0 FH, 1.0 LOA
3	THU	C	2.5	2.0	1.0	0.0	5.5	11.0	0.0	
4	FRI	C	2.5	9.0	2.0	0.0	13.5	18.5	0.0	
9	WED	C	8.5	1.5	2.0	6.0	18.0	19.5	2.0	1.0 FH, 5.0 SPEC
10	THU	C	0.0	3.5	2.0	5.0	10.5	13.5	0.0	5.0 SPEC
15	TUE	C	5.0	3.0	4.0	0.0	12.0	16.0	0.5	
16	WED	C	6.5	1.0	4.0	0.0	11.5	15.5	0.0	
21	MON	C	3.0	8.0	4.0	0.0	15.0	19.0	2.0	
22	TUE	C	2.5	10.0	4.0	0.0	16.5	20.5	0.0	
27	SUN	C	4.0	9.0	3.0	0.0	16.0	20.0	6.0	
28	MON	C	1.5	10.0	3.0	0.0	14.5	19.0	1.0	
AVG DAILY			3.7	6.1	2.3	1.6	13.8	18.9	4.1	
AVG A			4.7	7.1	2.2	0.4	14.4	19.1	5.6	
AVG B			3.0	5.5	1.9	3.2	13.6	20.3	5.4	
AVG C			3.6	5.7	2.9	1.1	13.3	17.3	1.2	
RANGE			0.0-9.0	1.0-13.0	1.0-4.0	0.0-6.0	5.5-19.0	10.0-25.5	0.0-17.0	
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:\LPI\SuppressionLeave\1512										

DATE	DAY	SHIFT	SL	VAC	WC	OTHER	TOTAL	TOTAL OT	MAN OT	EXP. OTHER
4	MON	A	5.0	0.0	2.0	0.0	7.0	14.5	1.5	
5	TUE	A	3.0	0.0	2.0	1.5	6.5	13.5	1.5	1.5 SPEC
10	SUN	A	6.0	6.0	2.0	0.0	14.0	22.0	1.0	
11	MON	A	4.0	3.5	2.0	0.0	9.5	17.5	3.5	
16	SAT	A	6.0	2.5	2.0	1.0	11.5	19.5	0.0	1.0 AL
17	SUN	A	3.0	6.0	2.0	0.0	11.0	19.0	1.0	
22	FRI	A	4.0	3.0	2.0	0.0	9.0	17.0	0.0	
23	SAT	A	6.5	5.5	2.0	0.0	14.0	22.0	0.0	
28	THU	A	7.5	1.0	2.0	6.0	16.5	24.5	1.5	6.0 SPEC
29	FRI	A	5.0	4.5	2.0	7.0	18.5	25.5	5.0	1.0 AL, 6.0 SPEC
1	FRI	B	2.5	10.5	1.5	1.0	15.5	23.5	15.0	1.0 LOA
6	WED	B	2.5	4.0	1.5	1.5	9.5	17.5	3.0	1.0 LOA, 0.5 SPEC
7	THU	B	1.5	2.0	1.5	1.5	6.5	15.5	2.5	0.5 AL, 1.0 LOA
12	TUE	B	5.0	1.5	1.5	0.0	8.0	16.0	2.5	
13	WED	B	4.5	0.0	1.5	0.0	6.0	14.0	0.0	
18	MON	B	6.5	2.5	1.5	0.0	10.5	18.5	0.0	
19	TUE	B	2.5	0.0	1.5	0.5	4.5	12.0	0.0	0.5 SPEC
24	SUN	B	8.0	4.5	1.5	0.0	14.0	22.0	4.0	
25	MON	B	2.5	0.0	1.5	2.5	6.5	16.0	0.0	2.5 SPEC
30	SAT	B	9.0	5.5	1.5	0.0	16.0	25.5	8.5	
31	SUN	B	5.5	3.5	1.5	0.5	11.0	19.5	0.5	0.5 SPEC
2	SAT	C	1.0	9.0	1.0	1.5	12.5	14.5	3.0	0.5 FH, 1.0 LOA
3	SUN	C	1.0	5.0	1.0	1.0	8.0	14.0	1.0	1.0 LOA
8	FRI	C	5.0	2.5	1.0	1.5	10.0	15.5	0.0	1.0 LOA, 0.5 SPEC
9	SAT	C	4.0	4.0	1.0	1.5	10.5	16.5	1.5	0.5 FH, 1.0 LOA
14	THU	C	6.0	3.0	1.0	1.0	11.0	17.0	0.0	1.0 LOA
15	FRI	C	4.0	5.0	1.0	1.0	11.0	16.5	0.0	1.0 LOA
20	WED	C	1.0	2.5	1.0	1.0	5.5	11.5	0.0	1.0 LOA
21	THU	C	2.0	3.5	1.0	1.0	7.5	15.0	3.5	1.0 LOA
26	TUE	C	5.0	1.5	1.0	2.5	10.0	14.5	0.0	1.0 LOA, 1.5 SPEC
27	WED	C	2.0	0.0	1.0	1.5	4.5	10.0	1.0	1.0 LOA, 0.5 SPEC
AVG DAILY			4.2	3.3	1.5	1.2	10.2	17.4	2.0	
AVG A			5.0	3.2	2.0	1.6	11.8	19.5	1.5	
AVG B			4.5	3.1	1.5	0.7	9.8	18.2	3.3	
AVG C			3.1	3.6	1.0	1.4	9.1	14.5	1.0	
RANGE			1.0-9.0	0.0-10.5	1.0-2.0	0.0-7.0	4.5-18.5	10.0-25.5	0.0-15.0	
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:\LP\SuppressionLeave\1601										



CCCFPD.ORG

84-C

Capt. Jeffrey Clark

Era Paul Williams

F.F. Morgan Ortiz

Great service
Makes the difference



Please rate the following:

- 5 Overall Customer Service
- 5 Dispatch Service
- 5 Response Time
- 5 Firefighter Professionalism
- 5 Communicated Clearly
- 5 Met Expectations

Contra Costa County Fire
2010 Geary Rd.
Pleasant Hill, CA 94523

Date 11/16/15
Inc# 5094283
Station _____

Comments: All of the firefighters who came to our home on Nov. 16, 2015 were great, professional helpful and made us comfortable to go back into our home. Very thankful and appreciate their help. !!

Online Comments CCCFPD.ORG

Tape Closed and Mail



South Lake County Fire Protection District
in cooperation with
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

December 14, 2015

Contra Costa County Fire Protection District
2010 Geary Road
Pleasant Hill, CA 94523

Chief Jeff Carman,

The Board of Directors of the South Lake County Fire Protection District humbly thanks your department for responding to the Valley Fire. About 200 fire departments helped to contain the fire that is now known to be the third worst fire in California, destroying more than 1,100 homes and consuming about one third of the Fire District.

The outpouring of donations has been overwhelming. This generosity will aid in helping our community as we rebuild.

We again thank you for your courageous efforts and offer the enclosed certificate as a token of our appreciation.

Respectfully,

SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT

A handwritten signature in black ink that reads 'Madelyn Martinelli'.

Madelyn Martinelli
President, Board of Directors

/gf



Alameda County Fire Department

6363 Clark Avenue - Dublin, CA 94568

Tel (925) 833-3473 - (510) 632-3473 - Fax (925) 875-9387

www.acgov.org/fire

DAVID A. ROCHA
Fire Chief

December 31, 2015

SERVING:

City of Dublin

City of Emeryville

City of Newark

City of San Leandro

City of Union City

Lawrence Berkeley
National Laboratory

Lawrence Livermore
National Laboratory

Unincorporated Areas
of Alameda County

Alameda County
Regional Emergency
Communications Center
"Accredited Center
of Excellence"

Fire Chief Jeff Carman
Contra Costa County Fire Protection District
2010 Geary Road
Pleasant Hill, CA 94523

Dear Chief Carman:

On behalf of the Alameda County Fire Department, I want to thank you for Battalion Chief Lou Manzo's participation in our Captain examination process the week of December 14th.

This is an especially busy time of year for this week-long commitment, and we appreciate your support of this process.

Please pass on my and the Department's appreciation to Battalion Chief Manzo for his participation. If we can reciprocate, please let me know.

Sincerely,

David A. Rocha
Fire Chief

cc: Battalion Chief Lou Manzo

JAN 9, 2016

TO FIREFIGHTERS:

GIL CERVANTES, TRAY SKILLMAN AND 'T';

DAVID AND I BOTH APOLOGIZE FOR TAKING SUCH A LONG TIME TO COMMEND YOU ALL FOR YOUR PART IN SAVING DAVID'S LIFE BACK ON MAY 20TH OF 2015. YOU MAY RECALL THAT DAVID WAS AT MAJOR CARE TICE VALLEY AND WAS EXPERIENCING SEVERE BLEEDING FROM HIS BILIARY DRAIN. APPARENTLY THE 'HELP' AT MAJOR CARE WASN'T HELPING AND DID NOT RECOGNIZE THE SEVERITY OF DAVE'S CONDITION. FORTUNATELY YOUR TEAM FROM FIRE STATION #5 IN PLEASANT HILL WAS CALLED TO TRANSPORT DAVE TO KRAMER WALNUT CREEK WHERE HE WAS ADMITTED IN EMERGENCY, IN ICU FOR THREE DAYS, AND SPENT ANOTHER WEEK HOSPITALIZED. AFTER A FEW MORE UPS & DOWNS, DAVID HAS NOW BEEN HOME SINCE AUGUST AND SEEMS TO BE ON THE MEND.

WE ARE ESPECIALLY THANKFUL ^{FOR} YOUR FOLLOW-UP PHONE CALLS TO CHECK ON DAVE'S CONDITION. IT SEEMS UNUSUAL IN TODAY'S WORLD THAT ANYONE, PARTICULARLY A STRANGER, WOULD TAKE THE TIME TO MAKE THOSE CALLS. THEY WERE VERY UPLIFTING AND COMFORTING TO BOTH OF US.

WITH THIS NOTE OF THANKS WE WISH YOU ALL A SAFE AND HAPPY NEW YEAR! WE WILL NEVER FORGET YOUR CARING ACTIONS AND DEDICATION TO YOUR WORK.

SINCERELY ~

BEVERLY & DAVID VAN WINDEN

ST 5

Captain Caravantes

Engineer Skillman

FF Titirojnoparat



February 22, 2016

TO: Advisory Fire Commission

FROM: Jeff Carman, Fire Chief

RE: Fire Chief's Report

-
- The District officially began its ambulance transport program on January 1. We are averaging about 200+ transports per day which exceeds our projections. In anticipation of the April 1 start date, dispatch personnel continue training to assume the responsibility of dispatching ambulances.
 - The Fire Chief participated in the second meeting of the Tri-County Fire Chiefs (Alameda, Contra Costa, and Santa Clara counties). As many of our agencies are faced with like challenges and working to achieve similar objectives, this alliance saves time, promotes efficiency, and keeps us aware of situations and/or events which might impact us. Super Bowl 50 is an example of such an event.
 - In January, the District promoted Bob Atlas, Dennis Ware, and Garrett Presley to the positions of Interim Assistant Chief, Fire Captain, and Engineer respectively. Battalion Chief Rich Sonsteng has been appointed to the role of Interim EMS Battalion Chief.
 - Academy #49 began on January 19 with twenty-one recruits who are expected to graduate in early May. The graduates will immediately fill existing vacancies, staff future vacancies as we open additional companies, and fill anticipated retirement vacancies.
 - In January, the District appointed a new Executive Secretary. Latonia Ellingberg comes to us with an undergraduate degree and significant experience performing the duties of an executive assistant.

**CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
SURPLUS EQUIPMENT
2/22/2016**

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

COUNTY #		QUANTITY	DESCRIPTION	ESTIMATED VALUE	CONDITION
1.	131384		Unit 223 – 2004 Honda Hybrid	5000	C
2.	131581		Unit 240 – 2006 Ford Taurus	1500	C
3.	131583		Unit 247 – 2006 Ford Taurus	1500	C
4.	131584		Unit 248 - 2006 Ford Taurus	1500	C
5.	131385		Unit 229 – 2005 Ford Taurus	1250	C
6.	130126		Unit 290 – 2002 F-150 4x4	1500	C
7.	130820		Unit 227 – 2003 F150 4x4	1500	C
8.	120099		Unit 254 – 1991 Chevy Blazer	500	C
9.	129712		Unit 202 – 2001 F-150 4x4	1500	C
10.	131580		Unit 246 - 2006 Ford Taurus	1500	C
11.	129713		Unit 203 - 2001 F-150 4x4	1500	C
12.	130819		Unit 226 – 2004 F-150 4x4	2500	C
13.	133433		Unit 262 – 2007 Crown Victoria	2000	C
14.	130817		Unit 236 – 2003 F150 4x4	1500	C
15.					
16.					

**CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
SURPLUS EQUIPMENT
11/25/2015**

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

COUNTY #		QUANTITY	DESCRIPTION	ESTIMATED VALUE	CONDITION
1.	N/A	1	EZ Loader Boat Trailer	100	A
2.	N/A	1	Inflatable Rubber Boat	0	D
3.	N/A	1	Two-Cycle Boat Motor	0	D
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					





