

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

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

AGENDA

MONDAY

February 25, 2019

7:00 PM

-
- I. Pledge of Allegiance and Roll Call
 - II. Presentation of Service Awards
 - III. Photograph Commissioners for Fire District Annual Report
 - IV. Public Hearings
 - A. Chung Jin Park / Parcel Number 248-120-010
 - V. Public Comments Period
 - VI. Consent Items – *Items are subject to removal from the consent calendar by request of any Commissioner or on request for discussion by a member of the public.*
 - A. Approval of December 10, 2018 Meeting Minutes
 - B. Accept and File Reports
 1. Personnel Report
 2. Operating Budget
 3. Fire Prevention Reports
 4. Monthly Activity Reports
 5. Suppression Leave Summary
 - VII. Discussion Items
 - A. Advisory Fire Commission 2018 Annual Report
 - B. Report on Service Zones and Assessments on New Development
 - C. Controlled Substances Management
 - D. Budget Feedback Timeline
 - VIII. Fire Chief's Report
 - IX. Commissioners' Comments / Items for Future Agendas
 - X. Next Regular Meeting Date and Time – April 8, 2019, 7:00 p.m.

Assistance for Persons with Disabilities: The Contra Costa County Fire Protection District Advisory Fire Commission (CCCFPD AFC) will provide reasonable accommodations for persons with disabilities planning to attend CCCFPDAFC meetings who contact the Executive Secretary at least 24 hours before the meeting at (925) 941-3300, extension 1200.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Fire District staff to a majority of members of the CCCFPDAFC less than 72 hours prior to that meeting are available for public inspection at 4005 Port Chicago Highway, Suite 250, Concord, CA 94520 during normal business hours.

**Advisory Fire Commission
Presentation of Service Awards**

February 25, 2019

Service Awards

Senior Fire District Dispatcher Margaret Freudenthal – 15 years (1/21/04)

WORK ORDER

APN 248-120-010		Year <input type="text" value="2017"/>	1006 HOWARD HILLS RD, LAFAYETTE, CA, 94549			Region <input type="text" value="C"/>
Estimation Area <input type="text" value="Mow \$1400 and weed eater ? Over \$5,000 (\$6,834.40) approved by GCTL/ml-p"/>						
Contractor	<input type="text" value="HMC"/>	<input type="text" value="HMC - C - H & N ENTERPRISES - MOW - 09755"/>		TypeWork	<input type="text" value="MOW"/>	Inv-Date Due-Date
Issue Date	<input type="text" value="08/09/2017"/>	Inv #	<input type="text" value="02"/>	C02M	Cont. #	<input type="text" value="09755"/>
WO Code	<input type="text" value="TNC"/>	<input type="text" value="TNC - Brush Removal - \$56.49 - hr."/>			PrevTotal	<input type="text"/>
Unit	<input type="text" value="77"/>	* PPU	<input type="text" value="56.49"/>	=	<input type="text" value="4349.73"/>	+ AdmFee <input type="text" value="225"/> = <input type="text" value="4574.73"/> hr.
Comp Date	<input type="text" value="08/22/2017"/>	Status	<input type="text"/>	#Pics	<input type="text" value="4"/>	Process Date <input type="text" value="09/20/2017"/>
Verification	<input type="text"/>	Surveyor	<input type="text" value="KW"/>	S/Un	<input type="text"/>	
Remarks	<input type="text"/>					
Fault	<input type="text"/>	Assessment Completion Date				<input type="text"/>
Paid Date	<input type="text"/>	Method	<input type="text" value="Lien"/>	<input type="text" value="09/20/2017"/>	Lien Released <input type="text"/>	
FY Completed	<input type="text" value="7"/>	All WO Total			<input type="text" value="4574.73"/>	Notice Completion Date <input type="text" value="07/09/17"/>
This is WO 1 of 1						

Work Order List

Seq	WO Code	IssueDate	CID	Service	Comp Date	Status	Verification
1	TNC	08/09/2017	HMC	MOW	08/22/2017		

COST

APN 248-120-010		Site: 1006 HOWARD HILLS RD							
Year 2017		LAFAYETTE, CA, 94549							
		Owner: PARK CHUNG JIN							
		10 MACPHAIL COURT							
		ON L3R0C2 CAN							
Seq	Code	Units	Price	Cost	Status	Inv	Pic	AbmtDate	CompDate
1	TNC	77	56.49	4574.73		02	4	08/22/2017	08/22/2017
				Total	4574.73				

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
2010 GEARY ROAD, PLEASANT HILL, CA 94523

ABATEMENT WORK ORDER

Date 7-18-17

Surveyor KW

APN: 248-120-010

Address: 1006 Howard Hills Rd (25x acre)

Parcel Size: 204,200 Abate: 40' head Est/hold Type: hold head Est
one 20' crossbreak

Instructions: 40' along side the road

- * behind homes on northwest portion
- * 20' cross break (by hand)

Owner: Park Chung Jin

Address: Good Not good

Phone #: _____

Taxes: Paid Unpaid

CCCFFD ESTIMATE: \$ head Est. 1400

Previous WO: _____

Cert Card Received: Date: 7/5/2017 No: _____ as of _____

USPS Explanation: _____

CONTRACTOR

Date: 8/27/2017 Pictures: 4 ✓ Invoice #: 206255

Area: 204,200 sq ft Type: HRM Date: 8/22/17

Remarks: TNC 77 hrs @ 56.49
(Crew of 11 for this)

Cost: \$ _____
\$ 4,349.73 ✓
\$ _____
\$ _____
\$ _____

Total: \$ 4,349.73 ✓
+ 225 Admin Fee

Date E-Mailed to Contractor: 8-9-17 Surveyor KW

Date Reinspected After Completion of WO: _____ Status: \$4,574.73

248-120-010

POR. RO. ACALANES.
1- 44-L.S.M.-34- 8-26-68
2- 70P.M.24 9-27-78



P.B.
244

10

120

120

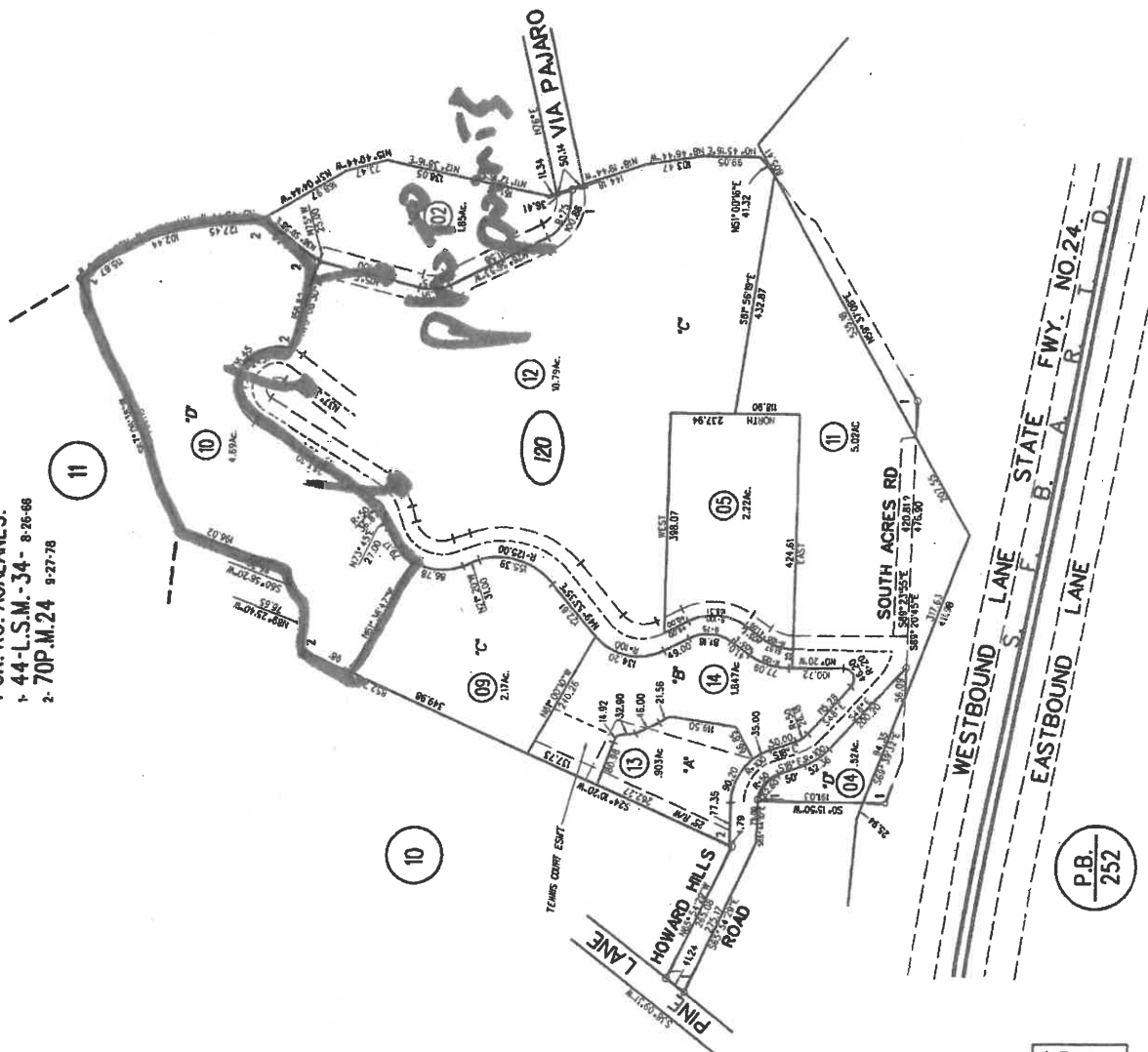
1314
W271/4

P.B.
252

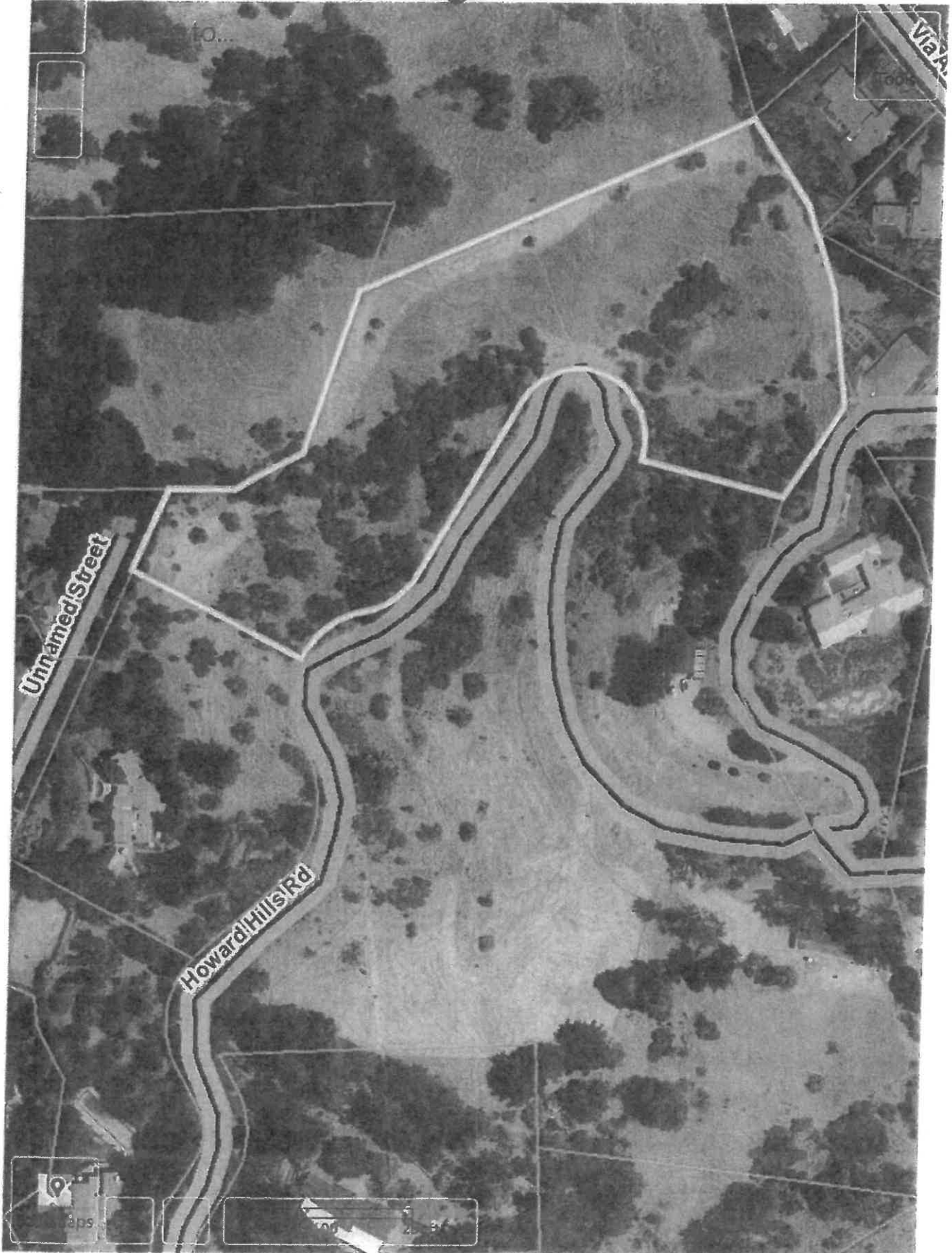
NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY AND IS NOT GUARANTEED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

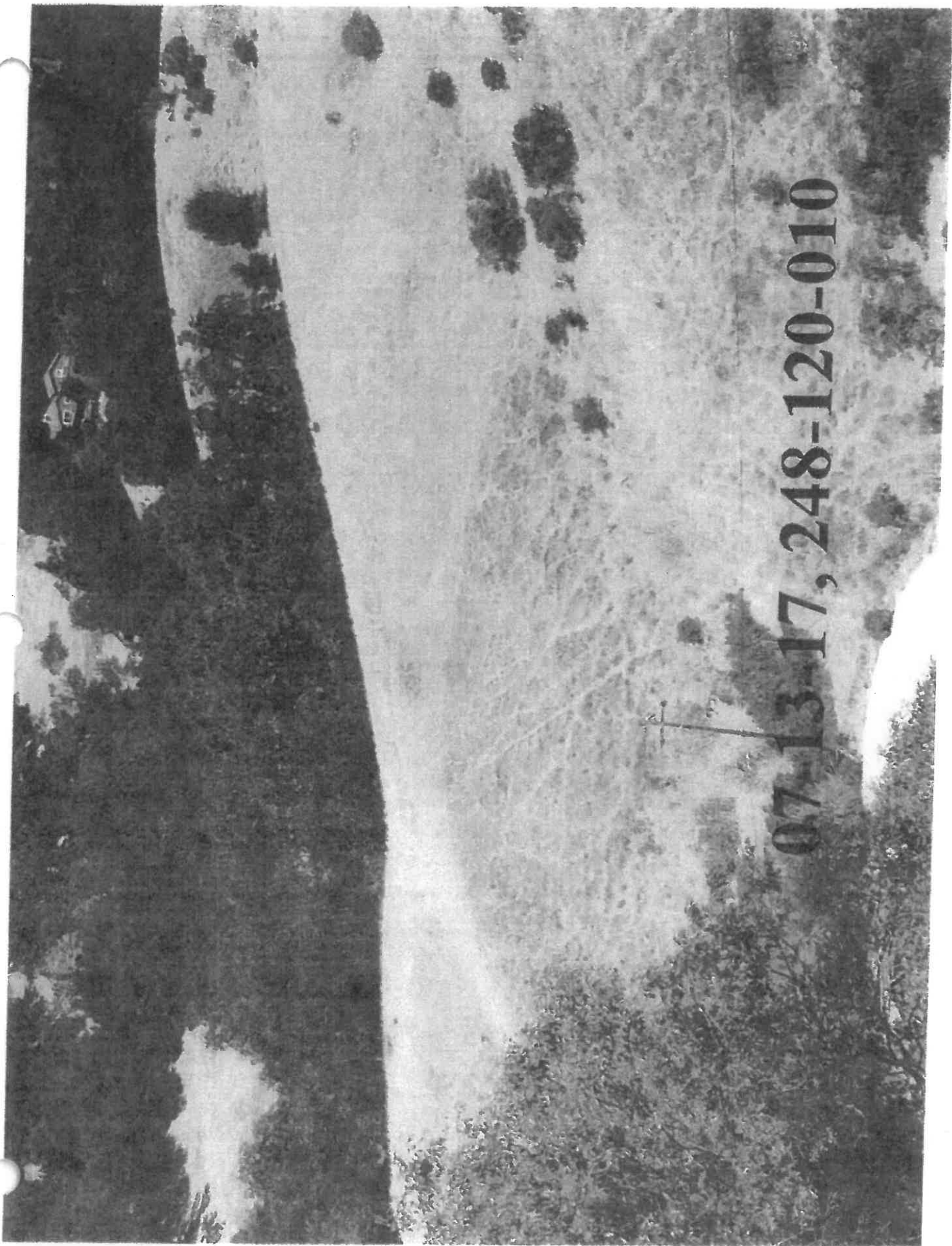
EM PG 11
2020
ASSESSOR'S MAP

BOOK 248 PAGE 12
AMS 09-16-99 CONTRA COSTA COUNTY, CALIF.



248-120-010



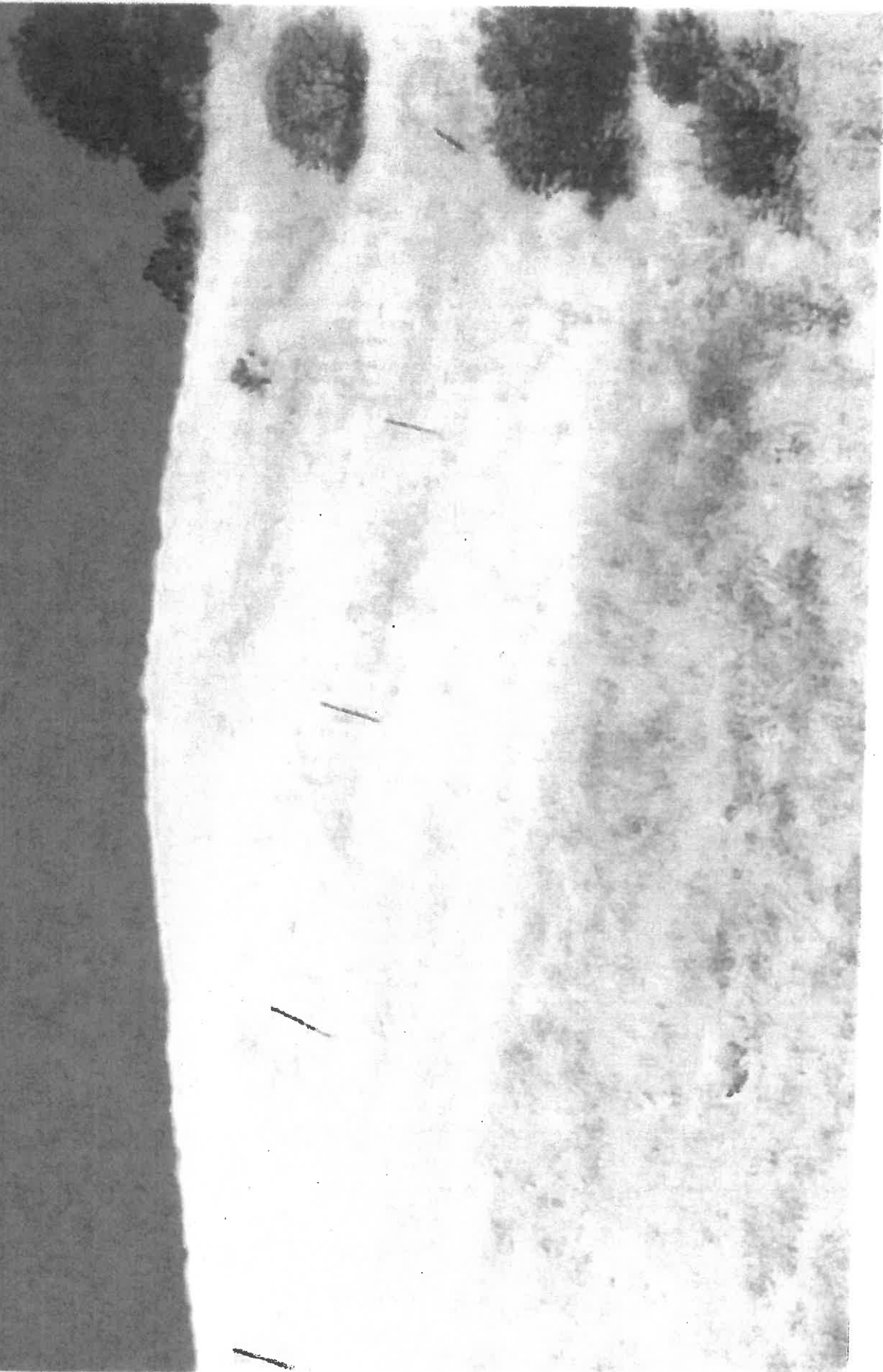


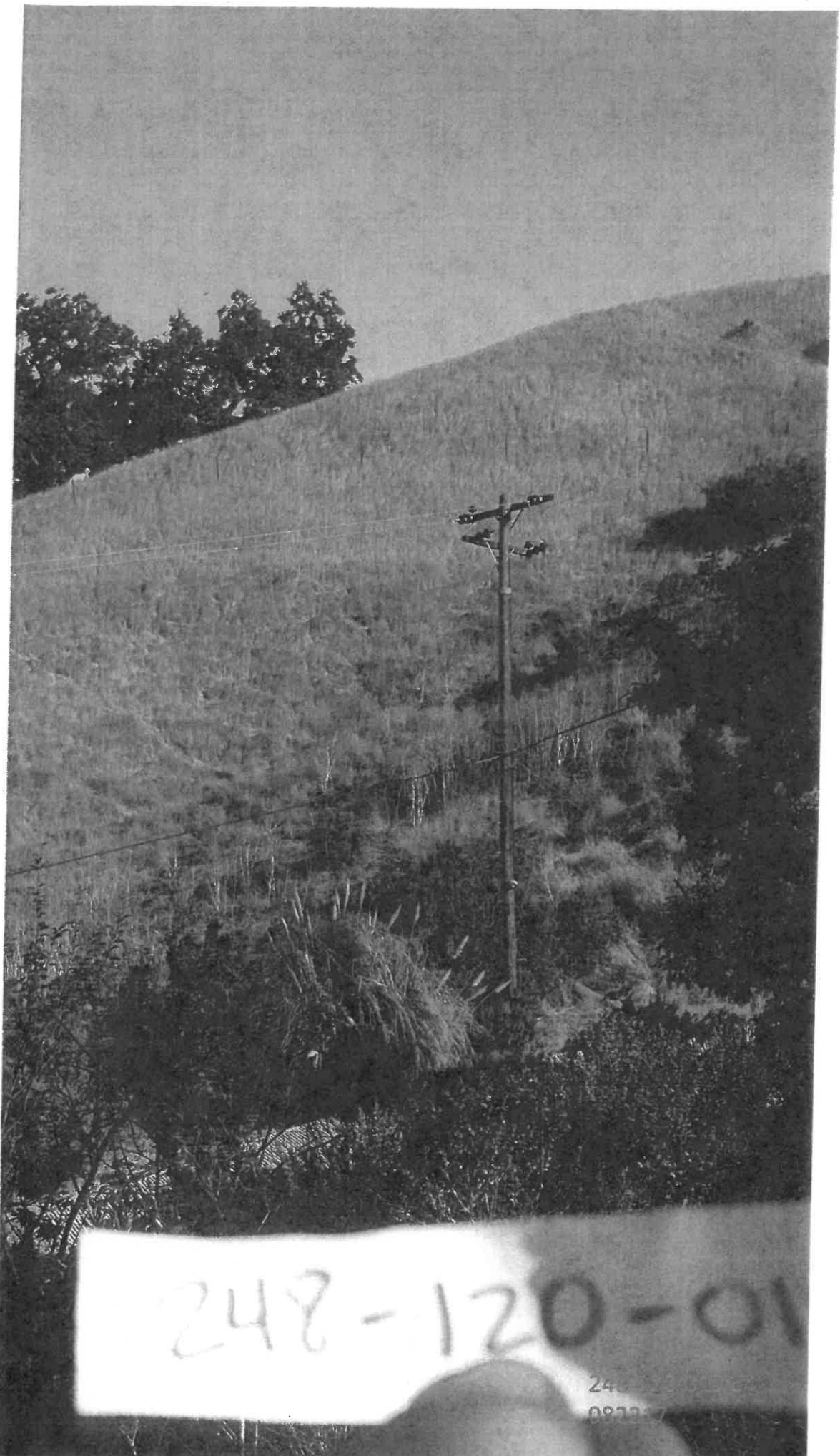
07-13-17, 248-120-010



07-13-17, 248-120-010

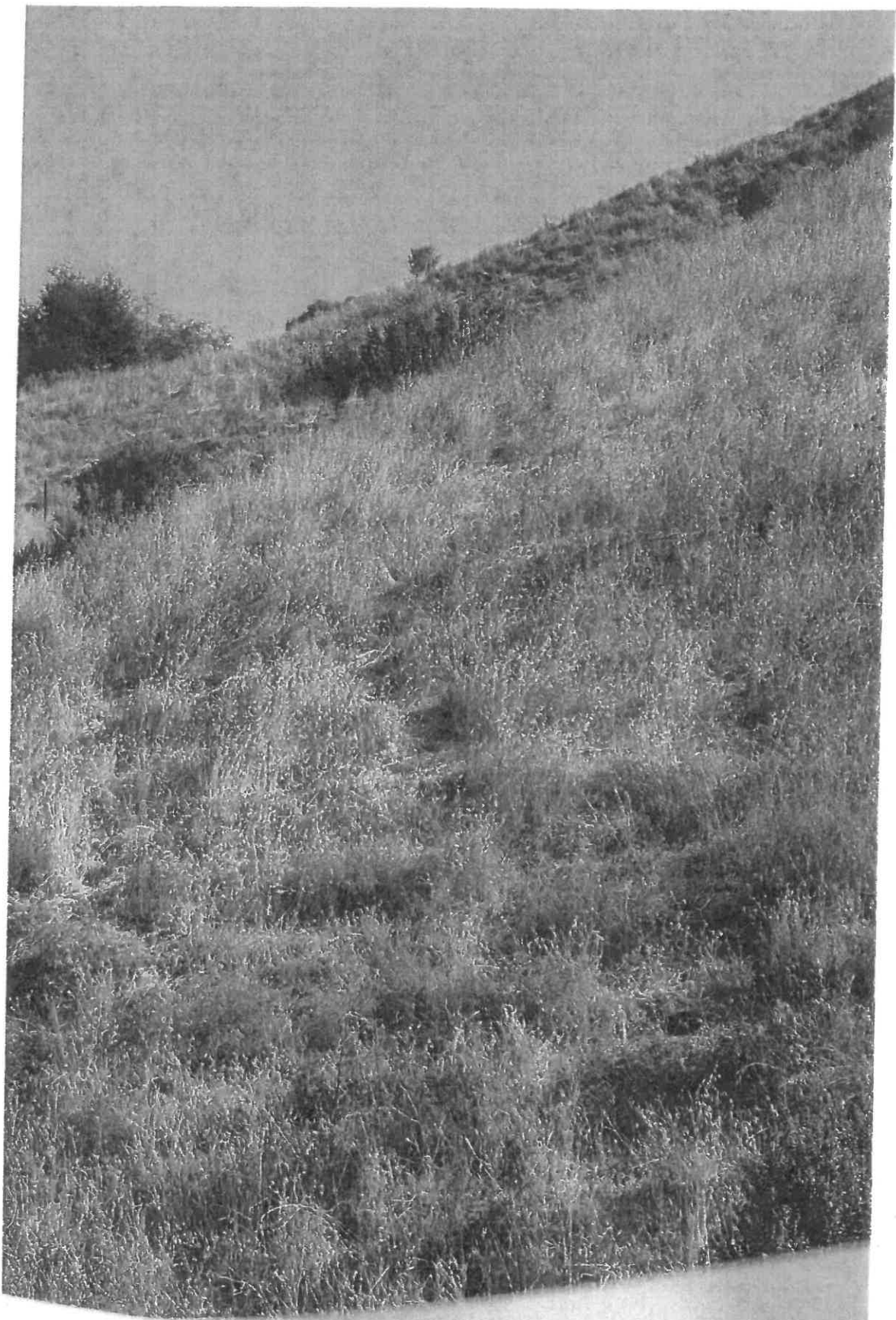
07-13-17, 248-120-010





248-120-01

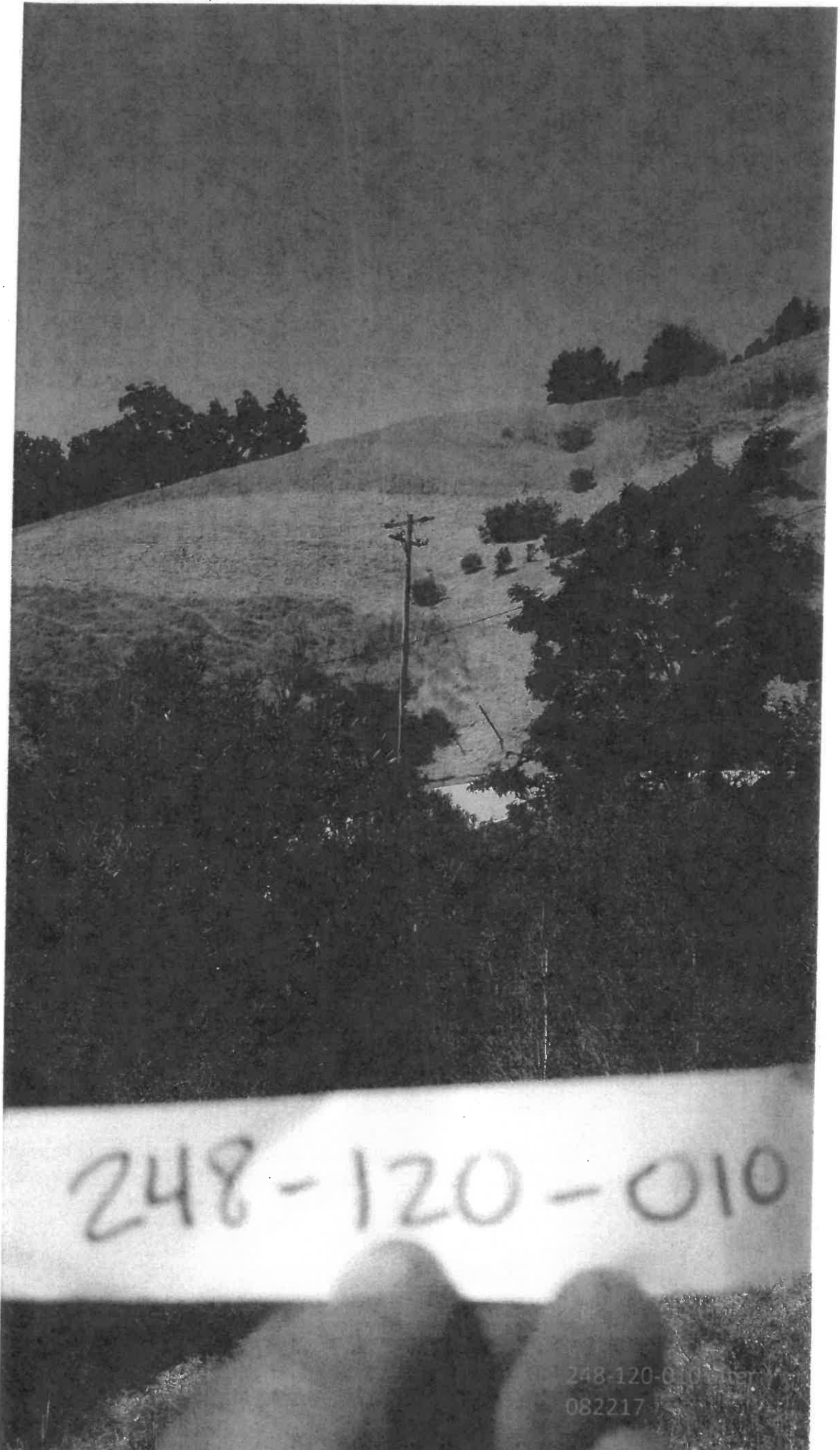
248-120-01
0822-7



48-120-010

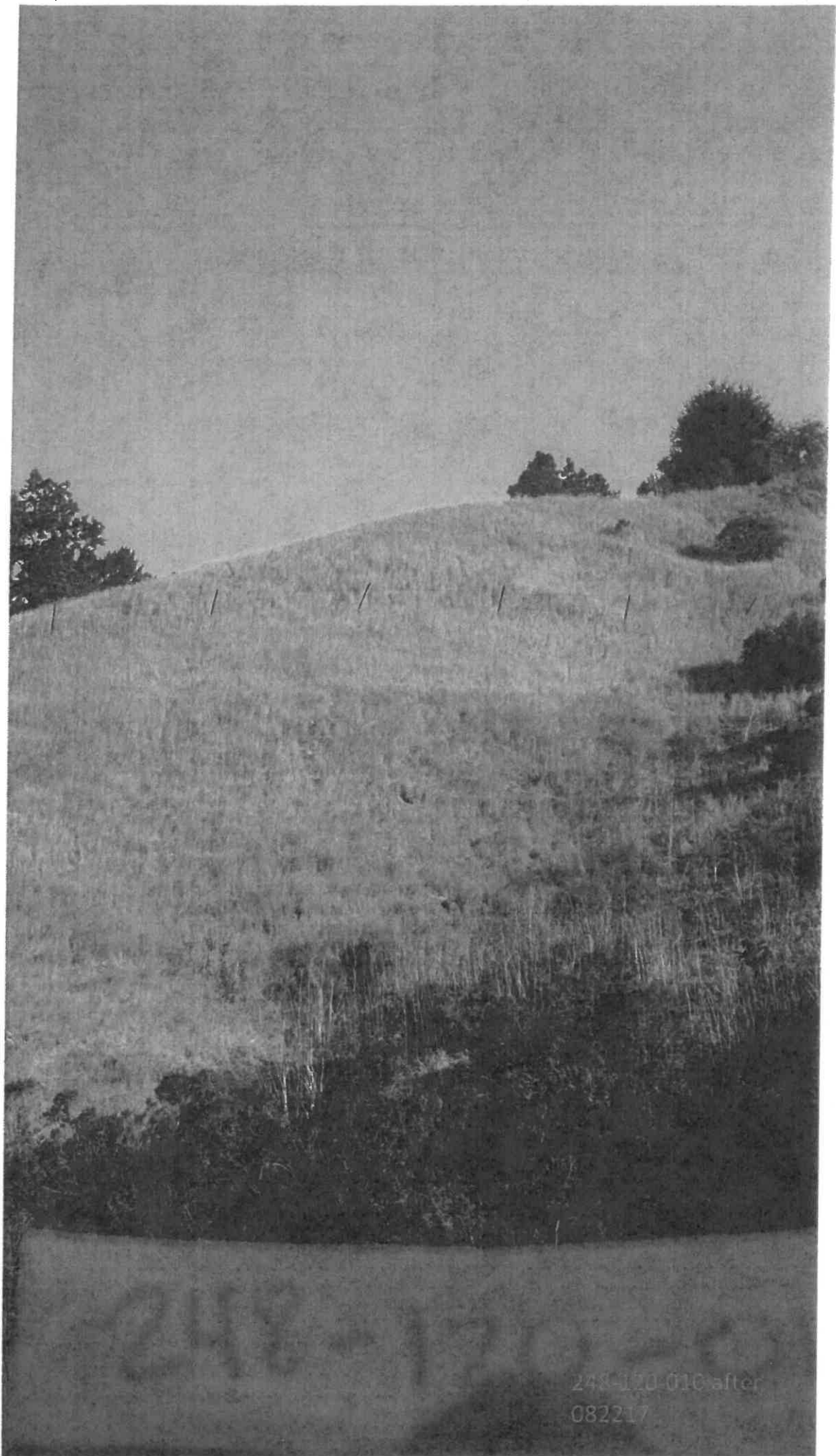
248-120-010 b4

082217



248-120-010

248-120-010
082217



248-110-010 after
082217

Contra Costa County



Fire Protection District

FINAL NOTICE!

**FINAL NOTICE TO ABATE
FLAMMABLE VEGETATION AND RUBBISH**

PARK CHUNG JIN
10 MACPHAIL COURT
MARKHAM, ON L3R0C2

06/29/17

By: MATT DAVIS

(925) 941-3591

COMPLETION DATE: 07/09/17

APN: 248-120-010
SITE: 1006 HOWARD HILLS RD, LAFAYETTE, CA 94549

The completion deadline on the previous Notice of Abatement sent to you has passed.

Unless you contact the Fire District immediately, the District will abate this hazardous condition. The cost will include the contractor's cost, which may be 200 percent to 300 percent more than private contractors, and an administrative fee of not less than \$225.00 per parcel. The administrative fee will be increased each consecutive year the District has to abate this property.

RIGHT OF ENTRY: Section 14902 of the Health & Safety Code, empowers the District Contractor, as our agent, to enter upon private property to perform the task of abating a public nuisance (weeds, grass, rubbish and/or unsafe conditions).

This notice is sent in accordance with California Health and Safety Code, Division 12, Part 5, California Fire Code 2013 Section 304, Contra Costa County Ordinance 2013-22.

THIS CERTIFIED LETTER IS YOUR FINAL OPPORTUNITY to comply with the weed abatement ordinance. If you do not comply within 10 days of the date of this notice, the Fire District is legally entitled to enter your property to complete this fire hazard abatement.

Please call the undersigned at (925) 941-3591.

Matt Davis
Exterior Hazard Control Division

WA.10Cmd
Rev. 03/16

MINIMUM WEED ABATEMENT STANDARDS



- A. **PARCELS FIVE ACRES OR LESS IN SIZE:**
Maintain ALL weeds at a height of no more than 3 inches. Weeds and grasses must be mowed, with material mulched and scattered or raked and bagged, and removed from the property, or disced, (see "Discing Quality" below). All combustible rubbish or debris, including but not limited to: cardboard boxes, pallets, trash, wood rounds/chunks, rubble, etc., shall be removed from the property. **Parcels may require additional abatement during the season due to the regrowth of weeds and other flammable vegetation.**
- B. **PARCELS GREATER THAN FIVE ACRES IN SIZE:**
Shall be provided with 30-foot fuelbreaks and 15-foot crossbreaks, (see "H" and "I" below). Crossbreaks should divide the parcel into approximately 5-acre sections. Fencelines may require handmowing/weedeating to ensure completion of fuelbreak. When terrain is too steep or rugged for a tractor, a handmowed fuelbreak may be required. All cut material should be mulched and scattered or raked, bagged and removed from parcel.
- C. Fuelbreaks along roadways are required as part of the property line. Road right-of-ways shall be cleared to a minimum of 10 feet horizontally from the edge of driving surface and 13'6" vertically.
- D. Active pastureland shall be provided with 15-foot wide fuelbreaks and crossbreaks if a sufficient number of animals are present to steadily reduce height of grasses during the summer months to 3 inches or less by the end of August, irrespective of parcel size. If this requirement cannot be met, 30-foot fuelbreaks and crossbreaks shall be required.
- E. Active cropland shall be provided with 15-foot fuelbreaks or crossbreaks if the crop is to be harvested by mid-June. If there is to be a later harvest, 30-foot fuelbreaks shall be required.
- F. Orchards are to be maintained by complete abatement, including grasses under tree branches, (see G. Tree litter). This may require pruning of lower branches to allow equipment access.
- G. Tree litter (eucalyptus leaves and bark, coniferous needles, leaves, fallen branches, etc.) shall be removed from the base of trees, tree stems, and limbs within 10 feet of the ground and maintained throughout the fire season.
- H. 30-foot fuelbreaks, where required, shall be provided around all structures, combustible storage, trees, shrubs and brush, along ridgelines, fencelines, ditches, and along the sides of, but not in, creeks. Fuelbreaks and crossbreaks are a continuous strip of disced or dozed ground following as closely as possible to the property line, and along one side of all fencelines, ditches, and on top of all ridgelines. Remove from the property all debris, rubble, junk, piles of dirt, etc., which would obstruct or impede vehicles and/or equipment used for abatement work or fire suppression operations.
- I. Mowed fuelbreaks shall be 60 feet wide and mowed crossbreaks 30 feet wide due to ability of the remaining surface material to support a fire growth.

DISCING QUALITY:

All discing work, including fuelbreaks, shall be completed so that all weeds, grasses, crops and other vegetation or organic material, which could be expected to burn, shall be completely turned under to the point that there is not sufficient exposed fuel to maintain or allow the spread of fire.

NOTE: Certain properties may require additional or more stringent abatement due to site-specific issues with terrain, regrowth, location, land use, or fire related history.

ATTENTION PROPERTY OWNERS

The Fire District flammable vegetation abatement charges can be 100% to 200% higher than private contractors.

The Fire District urges all property owners to arrange for their own abatement by the completion deadline, and to maintain the abatement standards throughout the fire season.



Return Receipt for International Mail
(Registered™, Insured and Express Mail®)

Postmark of the office returning the receipt
Timbre du bureau renvoyant l'avis

Par Avion

Administration des Postes des Etats-Unis d'Amérique

Return by the quickest route (air or surface mail), a découvert and postage free.
The sender completes and indicates the address for the return of this receipt.
(A remplir par l'expéditeur, qui indiquera son adresse pour le renvoi du présent avis.)

Name or Firm (Nom ou raison sociale)
Contra Costa Co. Fire Prot. Dist. CM

Street and Number (Rue et no.)
2010 GEARY ROAD

City, State, and ZIP + 4® (Localité et code postal)
PLEASANT HILL CA 94523-4619

City, State, and ZIP + 4® (Localité et code postal)
248-120-010

UNITED STATES OF AMERICA
Etats-Unis d'Amérique
CN07 (Old C5)

PS Form 2865, March 2007

Avis de réception

Registered No. **RE562282866US**

Date Stamp

Reg. Fee	\$1.15	Return Receipt	
Handling Charge	\$14.95	Restricted Delivery	
Postage	\$3.85		
Received by	\$0.00		
			\$19.95



Customer Must Declare Full Value \$0.00
Domestic Insurance up to \$25,000 is included based on the declared value. International Indemnity is limited. (See Reverse).

OFFICIAL USE

To Be Completed By Customer (Please Print) All Entries Must Be In Ballpoint or Typed	FROM	CCCCFPD Cm 2010 GEARY ROAD PLEASANT HILL, CA 94523 248-120-010
	TO	CHUNG JIN PARK 10 MACPHAIL COURT MARKHAM, ONTARIO L3R 0C2 CANADA

PS Form 3806, Receipt for Registered Mail Copy 1 - Customer
May 2007 (7530-02-000-9051) (See Information on Reverse)
For domestic delivery information, visit our website at www.usps.com®

Completed by the office of origin. (A remplir par le bureau d'origine.)	Item Description (Nature de l'envoi)	Registered Article (Envoi recommandé) <input type="checkbox"/>	Letter (Lettre) <input checked="" type="checkbox"/>	Printed Matter (Imprimé) <input type="checkbox"/>	Other (Autre) <input type="checkbox"/>	Express Mail International <input type="checkbox"/>
	Insured Parcel (Colis avec valeur déclarée) <input type="checkbox"/>	Insured Va	RE 562 282 866 US			
	Office of Mailing (Bureau de dépôt)	WALNUT CREEK, CA, 94596		Date of Posting (Date de dépôt) 6/29/07		
Completed at destination. (A compléter à destination.)	Addressee Name or Firm (Nom ou raison sociale du destinataire) CHUNG JIN PARK					
	Street and No. (Rue et No.) 10 MACPHAIL COURT					
	Place and Country (Localité et pays) MARKHAM, ONTARIO L3R0C2 CANADA					
	This receipt must be signed by: (1) the addressee; or, (2) a person authorized to sign under the regulations of the country of destination, or, (3) those regulations so provide, by the employee of the office of destination. This signed form will be returned to the sender by the first mail. (Cet avis doit être signé par le destinataire ou par une personne y autorisée en vertu des règlements du pays de destination, ou, si ces règlements le comportent, par l'agent du bureau de destination, et renvoyé par le premier courrier directement à l'expéditeur.)					
The article mentioned above was duly delivered. (L'envoi mentionné ci-dessus a été dûment livré.) <input type="checkbox"/>			Date July 05/07		Postmark of the office of destination (Timbre du bureau de destination)	
Signature of Addressee (Signature du destinataire) [Signature]			Office of Destination Employee Signature (Signature de l'agent du bureau de destination)			

PS Form 2865, March 2007 (Reverse) PSN 7530-01-000-9775 248-120-010

Contra Costa County



Fire Protection District

**NOTICE TO ABATE FLAMMABLE
VEGETATION & RUBBISH**

PARK CHUNG JIN
10 MACPHAIL COURT
MARKHAM, ON L3R0C2

DATE: 05/10/2017

PARCEL NUMBER: 248-120-010
LOCATION: 1006 HOWARD HILLS RD, LAFAYETTE, CA 94549

COMPLETION DEADLINE: 06/09/2017

ATTENTION PROPERTY OWNERS:

PLEASE READ THIS NOTICE COMPLETELY INCLUDING THE MINIMUM WEED ABATEMENT STANDARDS PROVIDED ON THE REVERSE SIDE OF THIS NOTICE.

This notice is mailed to all property owners where a flammable vegetation and/or rubbish hazard may exist during the fire season. **ALL** property owners with parcels greater than 5 acres in size shall comply with abatement standard 'B' on the reverse side of this notice. If abatement is not completed in accordance with the **Minimum Weed Abatement Standards** by the completion deadline on this notice, the Fire District contractor will be ordered to enter the property and abate the hazard.

The cost of abatement shall be THE CONTRACTOR'S CHARGE PLUS AN ADMINISTRATIVE FEE OF NOT LESS THAN \$225.00 PER PARCEL. These charges shall be assessed against the property, collected like property taxes, and be a lien on the property.

This notice is sent in accordance with California Health and Safety Code, Division 12, Part 5, California Fire Code 2013 Section 304, and Contra Costa County Ordinance 2013-22, Section 319.

THE FIRE DISTRICT URGES ALL PROPERTY OWNERS TO ARRANGE FOR THEIR OWN ABATEMENT BY THE COMPLETION DEADLINE ON THIS NOTICE, AND TO MAINTAIN THE ABATEMENT STANDARDS THROUGHOUT THE FIRE SEASON.

If the above property has been improved so that any potential fire hazard no longer exists or you no longer own the property, PLEASE NOTIFY THE FIRE DISTRICT AS SOON AS POSSIBLE. We appreciate your assistance and cooperation in this program. If you have any questions, please call (925) 941-3300, Monday - Friday, between 8 a.m. and 5 p.m. The district staff will make every effort to be of assistance.

Kathy Woofter, Fire Prevention Technician
Exterior Hazard Control Division Coordinator

WA.3vpl
Rev. 03/16

MINIMUM WEED ABATEMENT STANDARDS



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Completed by the office of origin. (A remplir par le bureau d'origine.)	Item Description (Nature de l'envoi)	Registered <input type="checkbox"/> Article (Envoi recommandé)	Letter <input type="checkbox"/> (Lettre)	Printed <input type="checkbox"/> Matter (Imprimé)	Other <input type="checkbox"/> (Autre)	Express <input type="checkbox"/> Mail International
	<input type="checkbox"/> Insured Parcel (Colis avec valeur déclarée)	Insured Value (Valeur déclarée)	Article Number			
	Office of Mailing (Bureau de dépôt)				Date of Posting (Date de dépôt)	
Completed at destination. (A compléter à destination.)	Addressee Name or Firm (Nom ou raison sociale du destinataire) Park Chung Jin					
	Street and No. (Rue et No.) 10 MacPhail Court					
	Place and Country (Localité et pays) Markham, ON L3R 0C2					
This receipt must be signed by: (1) the addressee; or, (2) a person authorized to sign under the regulations of the country of destination; or, (3) if those regulations so provide, by the employee of the office of destination. This signed form will be returned to the sender by the first mail. (Cet avis doit être signé par le destinataire ou par une personne y autorisée en vertu des règlements du pays de destination, ou, si ces règlements le comportent, par l'agent du bureau de destination, et renvoyé par le premier courrier directement à l'expéditeur.)					Postmark of the office of destination (Timbre du bureau de destination)	
<input type="checkbox"/> The article mentioned above was duly delivered. (L'envoi mentionné ci-dessus a été dûment livré.)					Date	
Signature of Addressee (Signature du destinataire)				Office of Destination Employee Signature (Signature de l'agent du bureau de destination)		

PS Form 2865, March 2007 (Reverse) PSN 7530-01-000-9775 248-120-010

Registered No. RE319489748US		Date Stamp PLEASANT HILL CA 94523 MAY 10 2017	
To Be Completed By Post Office	Postage \$ \$1.15	Extra Services & Fees (continued)	
	Extra Services & Fees	<input type="checkbox"/> Signature Confirmation \$	
	<input type="checkbox"/> Registered Mail \$ \$14.95	<input type="checkbox"/> Signature Confirmation Restricted Delivery \$	
	<input type="checkbox"/> Return Receipt (hardcopy) \$ \$3.85	Total Postage & Fees	
	<input type="checkbox"/> Return Receipt (electronic) \$ \$0.00	\$ \$19.95	
<input type="checkbox"/> Restricted Delivery \$ \$7.00	Customer Must Declare Full Value \$ \$0.00	Received by [Signature] 05/10/2017	Domestic insurance up to \$50,000 is included based upon the declared value. International indemnity is limited. (See Reverse).
OFFICIAL USE			
To Be Completed By Customer (Please Print) All Entries Must Be in Ballpoint or Typed	FROM	CCC FPD M/L	
	TO	2010 Geary Rd Pleasant Hill, CA 94523-4619 248-120-010 Park Chung Jin 10 MacPhail Court Markham, ON L3R 0C2	



MINUTES

December 10, 2018

The Advisory Fire Commission met at a regular meeting on Monday, December 10, 2018 at 7:02 p.m. Chairman Rojanasathira called the meeting to order, and Fire Prevention Captain Lisa Martinez 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
Matthew Guichard – District II
Nat Rojanasathira – District V
Lisa Bartley – At Large Alternate #1
Walter Fields – At Large Alternate #2
Darran Mazaika – At Large Alternate #3

Deputy Fire Chief: Lewis Broschard

Absent: Fire Chief: Jeff Carman
Erel Betser – District I

PRESENTATION OF SERVICE AWARDS

Deputy Fire Chief Lewis Broschard and Assistant Fire Chief Chuck Stark presented Fire Engineer Hugh Marquez with his 30-year service award pin. Chief Broschard presented Lisa Martinez with her 20-year service award pin.

PUBLIC HEARINGS

A. Chairman Rojanasathira opened the public hearing on the December 5, 2018 Report on the Cost of Abatement. Hearing no objections or protests to the December 5, 2018 Abatement Report, the hearing was closed. Chairman Rojanasathira then asked for a motion to adopt the "Resolution of Confirmation" confirming the December 5, 2018 Abatement Report in the amount of \$9,580.18. Commissioner Galey moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Chapman. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Egan, Galey, Guichard, Mazaika, Rojanasathira; ABSENT: Betser).

Commissioner Egan 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 Chapman. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Egan, Galey, Guichard, Mazaika, Rojanasathira; ABSENT: Betser).

- B. Mr. Chung Jin Park appeared before the Commission to appeal the weed abatement fees charged to him by the Fire District for parcel number 248-120-010. According to Mr. Park, the contractor he hired and paid to perform weed abatement services did not complete the job. Commissioner Chapman suggested to Mr. Park that in the future he contact the Fire District for a list of proven reliable contractors in order to avoid being in this unfortunate situation again. After Mr. Park made his presentation and responded to questions from the commissioners, it was noted that the Fire District gave appropriate notice to Mr. Park before arranging weed abatement services for his property and expending the funds for said services. Commissioner Galey made a motion to deny Mr. Park's appeal. Motion seconded by Commissioner Mazaika. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Egan, Galey, Guichard, Mazaika, Rojanasathira; ABSENT: Betser).

PUBLIC COMMENTS

None

CONSENT ITEMS

- A. October 8, 2018 Meeting Minutes

- B. Accept and File Reports:

- 1. Personnel Report

Commissioner Egan asked about the recruits who have separated from Fire Academy #52. Chief Broschard responded that the reason(s) for each separation fell under at least one of three categories: injuries, performance, and/or integrity.

- 2. Operating Budget
- 3. Fire Prevention Report
- 4. Monthly Activity Reports
- 5. Suppression Leave Summary
- 6. Correspondence

Commissioner Mazaika made a motion to accept and file items A through B.6. Motion seconded by Commissioner Bartley. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Egan, Galey, Guichard, Mazaika, Rojanasathira; ABSENT: Betser).

DISCUSSION ITEMS

A. Update on Bylaws Change Proposal

Recording Secretary Ellingberg expressed thanks to the County Administrator's Office, Office of the County Counsel, and Jill Ray, District Representative for Supervisor Candace Andersen, for their assistive efforts which facilitated the Commission's success in amending the Bylaws to allow for three At-Large Alternate Commissioners.

B. The 2019 Meeting Schedule was accepted.

FIRE CHIEF'S REPORT

Reviewed/discussed the December 10, 2018 Fire Chief's report.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

Egan – Commended the Fire Prevention Bureau for their work.

Galey – Asked about the large increase in code enforcement between October (222) and November (523). Chief Broschard indicated that this question would be answered at a future meeting.

Chapman – Noted that at two recent funerals, the color guard represented the District well. He also noted that the District's recent Open House was well organized, well attended, and a worthwhile event. He would also like to receive a future update on the reserve firefighter and/or cadet program.

Galey – Suggested we require written appeals from property owners or provide a form that must be completed. Chief Broschard indicated that we may not be able to require property owners to do this, but he will check the ordinance and follow up at a later date.

Rojanasathira – Would like to receive a report on developer/property tax allocations based on service zones. If there is no formal report, would like to receive more information about service zones. Also would like an update on Antioch.

Egan – Thanks to PIO Steve Hill for keeping everyone up-to-date on ConFire news.

Meeting adjourned at 8:33 p.m.

NEXT MEETING DATE AND TIME

The next meeting is scheduled for February 25, 2019, 7:00 p.m.

Latonia Ellingberg, Recording Secretary



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

TO: Advisory Fire Commission
FROM: Jackie Lorrekovich, Chief of Administrative Services
SUBJECT: Personnel Report
DATE: February 25, 2019

SERVICE AWARDS

15-YEAR

Margaret Freudenthal	Fire District Dispatcher	1-21-04
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NEW HIRES

Glenn Myer	Fire Investigator	01-07-19
Beverly Bruno	Storekeeper	01-07-19
Justin Begley	Firefighter Paramedic-Recruit	02-19-19
Dmitry Golovin	Firefighter Paramedic-Recruit	02-19-19
Cary Gregg	Firefighter Paramedic-Recruit	02-19-19
Spencer Hickok	Firefighter Paramedic-Recruit	02-19-19
Justin May	Firefighter Paramedic-Recruit	02-19-19
Nicholas Morgado	Firefighter Paramedic-Recruit	02-19-19
Lloyd Nunn	Firefighter Paramedic-Recruit	02-19-19
Daniel Rodriguez	Firefighter Paramedic-Recruit	02-19-19
Roman Sedykh	Firefighter Paramedic-Recruit	02-19-19
Nathanael Batz	Firefighter-Recruit	02-19-19
Alexander Golden	Firefighter-Recruit	02-19-19
Donald Gutridge	Firefighter-Recruit	02-19-19
Brian Herte	Firefighter-Recruit	02-19-19
Anthony Reesink	Firefighter-Recruit	02-19-19
Brian Ruth	Firefighter-Recruit	02-19-19
Justin Sampson	Firefighter-Recruit	02-19-19
Kadie Ukkestad	Firefighter-Recruit	02-19-19
Rodolfo Valencia	Firefighter-Recruit	02-19-19
Ari Wargon	Firefighter-Recruit	02-19-19
Brad Wilson	Firefighter-Recruit	02-19-19

PROMOTIONS

Caleb Allen	Firefighter	02-15-19
Garrett Ancil	Firefighter	02-15-19
Jack Austin	Firefighter	02-15-19
John Bekakis	Firefighter	02-15-19
Eric Burkley	Firefighter	02-15-19
Amanda Cross	Firefighter	02-15-19
Thadon Haley	Firefighter	02-15-19
Jacob Keele	Firefighter	02-15-19
Patrick Kelley	Firefighter	02-15-19
Patrick Largo	Firefighter	02-15-19
Shane Morris	Firefighter	02-15-19
Daniel Nunes	Firefighter	02-15-19
Jesse Padilla Jr.	Firefighter	02-15-19
Daniel Sawyer	Firefighter	02-15-19
Haydn Scharbrough	Firefighter	02-15-19
Robert Shepard	Firefighter	02-15-19
Griffin Sims	Firefighter	02-15-19
Brandon Slattengren	Firefighter	02-15-19
Jeraud Williams	Firefighter	02-15-19
James Cunningham	Firefighter Paramedic	02-15-19
Anthony Dutra	Firefighter Paramedic	02-15-19
James Myres	Firefighter Paramedic	02-15-19
Matthew Ramirez	Firefighter Paramedic	02-15-19
Philip Smith	Firefighter Paramedic	02-15-19

SEPARATIONS

Justin Maxwell	Fire Inspector I	01-02-19
Roger Harless	Fire Captain	01-10-19
Jarret Tomada	Fire District Telecommunications Specialist	01-12-19
Richard Cellini	Firefighter-Recruit	01-23-19
Andrew Salgado	Driver Clerk	02-05-19
Julie Haslam	Fire EMS Quality Improvement Coordinator	02-06-19
Aaron Crowell	Fire Equipment Mechanic I	02-14-19

RETIREMENTS

Haidee Jezek	Fire Captain	03-01-99	11-20-17
Mary Oades	Fire Engineer	11-17-03	04-27-18
Daniel Yaworksy	Clerk-Senior Level	03-07-05	01-01-19
Victor Massenkoff	Fire Investigator	10-23-08	01-03-19
Richard Stephenson	Chief, Fire Emergency Medical Services	03-01-99	01-12-19

SUPPRESSION STAFFING VACANCIES

	Minimum Staffing	Current Staffing	Vacancies
Fire Captain	84	82	2
Fire Engineer	84	78	6
Firefighter	84	109	(25)
Firefighter-Recruit	0	20	(20)
TOTAL	252	289	(37)

NOTES

1. The suppression staffing report reflects full staffing with 27 fire companies, one squad, and three STCs.
2. Negative numbers represent a surplus over minimum staffing. Incumbents will eventually fill vacancies created by the reopening of Fire Station 16, the SAFER FY17 grant award, and retirements.

**CCCFPD General Fund Expenditure Summary
FY 2018-19 (as of 2-12-2019)**

Dept	Obj	Sub Obj	Description	Appropriation	Adj	Expenditures	Encumbr	Balance	% Used
0952	6000	6201	GENERAL INVENTORY CLEAR	0	0	793,381	0	-793,381	
0952	6000	6203	FUEL INVENTORY CLEARING	0	0	78,799	0	-78,799	
0952	6000	6205	PARTS INVENTORY CLEARING	0	0	475,218	0	-475,218	
	6000	Total		0	0	1,347,399	0	-1,347,399	
7300	1000	1011	PERMANENT SALARIES	44,255,551	0	24,592,264	0	19,663,287	55.57%
7300	1000	1013	TEMPORARY SALARIES	300,000	0	190,631	0	109,369	63.54%
7300	1000	1014	PERMANENT OVERTIME	10,856,620	0	7,844,967	0	3,011,653	72.26%
7300	1000	1015	DEFERRED COMP CTY CONTRB	65,460	0	28,556	0	36,904	43.62%
7300	1000	1019	COMP & S D I RECOVERIES	0	0	-246,657	0	246,657	
7300	1000	1042	F.I.C.A.	844,083	0	499,211	0	344,872	59.14%
7300	1000	1044	RETIREMENT EXPENSE	27,979,168	0	15,660,990	0	12,318,178	55.97%
7300	1000	1046	EXCESS RETIREMENT BENEFIT	90,000	0	102,162	0	-12,162	113.51%
7300	1000	1060	EMPLOYEE GROUP INSURANCE	5,936,341	0	3,284,935	0	2,651,406	55.34%
7300	1000	1061	RETIREE HEALTH INSURANCE	5,252,000	0	2,944,176	0	2,307,824	56.06%
7300	1000	1062	OPEB PRE-PAY	1,959,289	0	1,109,044	0	850,246	56.60%
7300	1000	1063	UNEMPLOYMENT INSURANCE	0	0	2,348	0	-2,348	
7300	1000	1070	WORKERS COMPENSATION INS	4,424,296	0	3,273,923	0	1,150,373	74.00%
	1000	Total		101,962,808	0	59,286,550	0	42,676,258	58.15%
7300	2000	2100	OFFICE EXPENSE	143,460	0	74,346	0	69,114	51.82%
7300	2000	2102	BOOKS-PERIODICLS-SUBSCRIPT	29,600	0	5,830	0	23,770	19.70%
7300	2000	2110	COMMUNICATIONS	662,000	0	368,363	0	293,637	55.64%
7300	2000	2120	UTILITIES	266,140	0	209,682	0	56,458	78.79%
7300	2000	2130	SMALL TOOLS & INSTRUMENTS	62,900	0	26,045	0	36,855	41.41%
7300	2000	2131	MINOR FURNITURE/EQUIPMENT	510,525	3,462	180,082	446	333,459	35.04%
7300	2000	2132	MINOR COMPUTER EQUIPMENT	293,650	0	104,843	0	188,807	35.70%
7300	2000	2140	MEDICAL & LAB SUPPLIES	208,700	0	69,728	0	138,972	33.41%
7300	2000	2150	FOOD	40,030	0	30,834	0	9,196	77.03%
7300	2000	2160	CLOTHING & PERSONAL SUPPL	569,850	0	322,033	0	247,817	56.51%
7300	2000	2170	HOUSEHOLD EXPENSE	272,860	0	150,530	0	122,330	55.17%
7300	2000	2190	PUBLICATNS & LEGL NOTICES	4,500	0	3,435	0	1,065	76.34%
7300	2000	2200	MEMBERSHIPS	16,125	0	4,708	0	11,417	29.20%
7300	2000	2250	RENTS & LEASES -EQUIPMENT	432,365	0	254,797	0	177,568	58.93%
7300	2000	2251	COMPUTER SOFTWARE COST	327,800	133,939	232,406	14,011	215,322	50.33%
7300	2000	2260	RENTS & LEASES -PROPERTY	11,820	0	5,376	0	6,444	45.48%
7300	2000	2270	MAINTENANCE -EQUIPMENT	362,110	0	237,514	8,660	115,936	65.59%
7300	2000	2271	VEHICLE REPAIRS	689,100	0	375,969	0	313,131	54.56%
7300	2000	2272	VEHICLE FUEL/OIL	413,000	0	304,275	0	108,725	73.67%
7300	2000	2273	CNTRL GARAGE TIRES	125,000	0	96,051	0	28,949	76.84%
7300	2000	2281	MAINTENANCE OF BUILDINGS	1,396,750	2,320	581,765	2,320	814,985	41.58%
7300	2000	2282	GROUNDS MAINTENANCE	497,620	0	25,599	0	472,021	5.14% (1)
7300	2000	2300	TRANSPORTATION AND TRAVEL	10,000	0	372	0	9,628	3.72%
7300	2000	2301	AUTO MILEAGE EMPLOYEES	3,000	0	340	0	2,660	11.33%
7300	2000	2303	OTHER TRAVEL EMPLOYEES	363,870	0	55,492	0	308,378	15.25%
7300	2000	2310	NON CNTY PROF SPCLDZ SVCS	1,053,090	-130,000	535,459	0	387,631	58.01%
7300	2000	2314	CONTRACTED TEMPORARY HELP	15,000	22,397	42,773	33,629	-39,006	114.38% (2)
7300	2000	2360	INSURANCE	5	0	4,616	0	-4,611	92320.00% (3)
7300	2000	2467	TRAINING & REGISTRATIONS	34,600	0	62,127	0	-27,527	179.56% (4)
7300	2000	2474	FIRE FIGHTING SUPPLIES	632,590	0	280,755	0	351,835	44.38%
7300	2000	2477	ED SUPPLIES AND COURSES	79,750	0	42,128	0	37,622	52.82%
7300	2000	2479	OTHER SPECIAL DPMTAL EXP	25,250	0	3,599	0	21,651	14.25%
7300	2000	2490	MISC SERVICES & SUPPLIES	41,800	0	9,701	0	32,099	23.21%
	2000	Total		9,594,860	32,117	4,701,572	59,066	4,866,339	48.84%
7300	3000	3505	RETIRE OTH LONG TERM DEBT	1,795,291	0	1,723,057	0	72,234	95.98%
7300	3000	3515	INT ON OTH LONG TERM DEBT	397,115	0	340,575	0	56,540	85.76%
7300	3000	3530	TAXES & ASSESSMENTS	31,000	0	27,392	0	3,608	88.36%
7300	3000	3611	INTERFUND EXP - GOV/GOV	2,760,370	0	1,115,098	0	1,645,272	40.40%

**CCCFPD General Fund Expenditure Summary
FY 2018-19 (as of 2-12-2019)**

7300 3000 3612	INTERFUND EXP - GOV/ENT	0	0	295	0	-295	
7300 3000 3614	DOIT PHONE EXCHANGE	73,295	0	8,653	0	64,642	11.81%
7300 3000 3615	DOIT DATA PROC SVCS	181,695	0	104,339	0	77,356	57.43%
7300 3000 3616	DOIT DATA PROC SUPPLY	8,658	0	489	0	8,169	5.65%
7300 3000 3617	DOIT MNTN RADIO EQMT	50,000	0	43,547	0	6,453	87.09%
7300 3000 3618	DOIT OTHER TELCOM CHARGES	0	0	3,201	0	-3,201	
7300 3000 3619	GEN SVC-BLDG OCPNCY COSTS	550,095	0	353,410	0	196,685	64.25%
7300 3000 3620	GEN SVC-REQUESTED MNTCE	12,000	0	997	0	11,003	8.31%
7300 3000 3622	GEN SVC-OTHER GS CHARGES	184,113	0	47,339	0	136,774	25.71%
7300 3000 3626	INFO SECURITY CHG	40,303	0	16,793	0	23,510	41.67%
3000 Total		6,083,935	0	3,785,184	0	2,298,751	62.22%
7300 4000 4704	FS70-NEW FIRE STATION SP	0	0	84,851	0	-84,851	
7300 4000 4795	STATION 16 CONSTRUCTION	0	0	717,813	0	-717,813	
7300 4000 4951	OFFICE EQUIP & FURNITURE	30,000	0	33,876	0	-3,876	112.92% (5)
7300 4000 4953	AUTOS & TRUCKS	0	1,647,222	1,278,462	476,875	-108,115	77.61%
7300 4000 4954	MEDICAL & LAB EQUIPMENT	0	52,588	52,588	0	0	100.00%
7300 4000 4955	RADIO & COMMUNICATN EQUIP	50,000	109,080	109,080	0	50,000	68.57%
7300 4000 4956	TOOLS & SUNDRY EQUIPMENT	97,500	122,150	32,172	89,038	98,440	14.65%
7300 4000 4971	CAPITALIZED SOFTWARE	150,000	0	0	0	150,000	0.00%
4000 Total		327,500	1,931,039	2,308,841	565,913	-616,214	102.23%
7300 5000 5011	REIMBURSEMENTS-GOV/GOV	15,526,415	0	15,526,415	0	1	100.00%
7300 5000 5016	TRANSFERS - GOV/GOV	2,601,703	0	2,601,703	0	1	100.00%
5000 Total		18,128,118	0	18,128,117	0	1	100.00%
Grand Total		136,097,221	1,963,156	89,557,663	624,978	47,877,736	64.87%

- (1) Reimbursement for FY17-18 overpayment.
- (2) Admin receptionists.
- (3) Performance bond for UASI grant funded USAR trucks.
- (4) CPR recertification for EMS quarter 3 training.
- (5) An appropriation adjustment is pending to transfer \$36,000 from 2132 to 4951.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

MEMORANDUM

TO: Jeff Carman, Fire Chief

FROM: Lewis Broschard, Deputy Fire Chief / Acting Fire Marshal

SUBJECT: Advisory Fire Commission Fire Prevention Bureau Report
for December 2018

DATE: February 25, 2019

December 2018:

	Engineering	Code Enforcement
Inspections (includes false alarms)	407	556
Planning	33	
Plan reviews	167	
Pub Ed Events	12	
Vegetation Inspections	2	
Investigations	25	
Injuries	0	
Fatalities	0	
Arrests	0	
Mutual Aid Response	1	

January 2019 FPB Report

Code Enforcement					
Total number of State Mandated Inspections (SMI)					7622
Other Compulsory Inspections (OCI)					
Inspected			Percentage		
	MTD	YTD		MTD	YTD
SMI	440	440		5.77%	5.77%
OCI	49	49			
Code Enforcement Mandated					
	MTD	YTD	Totals		
E	25	25	192		
R-1	3	3	57		
R-2	411	411	7390		
R-2.1	0	0	57		
R-4	1	1	52		
HR	0	0	23		
I-3 Bi-annual	0	0	52		
	MTD	YTD		MTD	YTD
A-1	3	3	H-2	0	0
A-2	6	6	H-3	0	0
A-3	11	11	H-4	0	0
A-4	0	0	H-5	0	0
A-5	0	0	I-2	0	0
B	15	15	I2.1	0	0
Non-Mandate E	6	6	I-4	2	2
F-1	0	0	M	1	1
F-2	0	0	S-1	4	4
H-1	0	0	S-2	1	1

Engineering					
Plans Reviewed			Inspections		
	MTD	YTD		MTD	YTD
	223	223		364	364
Planning					
	MTD	YTD			
	18	18			

	MTD	YTD
Investigations Performed	32	32
Injuries: 1; Fatalities: 1 (Rodeo); Arrests: 1; Mutual Aid Response: 1 (Rodeo)		

PIO Support		
	MTD	YTD
Incidents Supported	6	6

Response by Station

(12/01/18 ~ 12/31/18)

(01/01/19 ~ 01/31/19)

Station	Runs	Runs/Day	Code 3
6	568	18.32	399
1	438	14.13	291
70	383	12.35	320
81	291	9.39	253
5	275	8.87	214
85	269	8.68	227
9	267	8.61	207
83	261	8.42	225
82	260	8.39	218
84	214	6.9	179
88	206	6.65	168
3	196	6.32	165
10	195	6.29	147
8	192	6.19	144
86	183	5.9	164
2	172	5.55	133
14	162	5.23	126
87	154	4.97	131
15	153	4.94	104
69	142	4.58	120
13	127	4.1	104
7	113	3.65	81
22	80	2.58	61
11	74	2.39	53
17	50	1.61	35
19	3	0.1	2
	5428	175.1	4271

Station	Runs	Runs/Day	Code 3
6	515	16.61	377
1	412	13.29	264
70	372	12	331
81	334	10.77	268
83	274	8.84	229
85	273	8.81	209
82	254	8.19	195
5	252	8.13	191
84	250	8.06	214
9	230	7.42	193
88	217	7	174
86	195	6.29	166
8	194	6.26	158
10	187	6.03	140
3	172	5.55	147
87	152	4.9	125
2	150	4.84	106
14	150	4.84	124
13	145	4.68	116
69	143	4.61	123
15	121	3.9	87
7	94	3.03	68
22	81	2.61	57
11	69	2.23	46
17	38	1.23	16
19	1	0.03	1
	5275	170.16	4125

Response by Unit

(12/01/18 ~ 12/31/18)

(01/01/19 ~ 01/31/2019)

Unit	Runs	Runs/Day	Code 3
E106	369	11.9	283
E181	291	9.39	253
E105	275	8.87	214
E101	272	8.77	197
E185	268	8.65	226
E109	267	8.61	207
T183	259	8.35	223
E182	245	7.9	203
E170	240	7.74	181
E188	206	6.65	168
T184	204	6.58	172
T106	199	6.42	116
E103	196	6.32	165
E108	192	6.19	144
E186	182	5.87	163
E102	172	5.55	133
T101	166	5.35	94
T114	157	5.06	123
E115	153	4.94	104
E110	150	4.84	103
E187	147	4.74	128
SQ70	143	4.61	139
E169	129	4.16	107
E113	127	4.1	104
E107	102	3.29	70
E122	80	2.58	61
E111	74	2.39	53
E117	50	1.61	35
R10	45	1.45	44
R82	15	0.48	15
BS107	11	0.35	11
R369	11	0.35	11
E184	10	0.32	7
HM21	7	0.23	3
E114	5	0.16	3
E319	3	0.1	2
E369	2	0.06	2
E383	2	0.06	2
E385	1	0.03	1
E386	1	0.03	1
	5428	175.1	4271

Unit	Runs	Runs/Day	Code 3
E106	333	10.74	257
E181	331	10.68	266
E185	273	8.81	209
T183	271	8.74	226
E101	253	8.16	182
E105	252	8.13	191
T184	250	8.06	214
E170	238	7.68	204
E182	231	7.45	174
E109	230	7.42	193
E188	216	6.97	173
E186	194	6.26	165
E108	192	6.19	156
T106	182	5.87	120
E103	172	5.55	147
T101	159	5.13	82
E110	156	5.03	111
E187	152	4.9	125
E102	150	4.84	106
E113	145	4.68	116
SQ70	134	4.32	127
E169	128	4.13	108
T114	125	4.03	108
E115	121	3.9	87
E107	83	2.68	57
E122	80	2.58	56
E111	69	2.23	46
E117	38	1.23	16
R10	30	0.97	28
E114	25	0.81	16
R82	23	0.74	21
R369	13	0.42	13
BS107	11	0.35	11
E381	3	0.1	2
E383	3	0.1	3
E308	2	0.06	2
E369	2	0.06	2
E319	1	0.03	1
E322	1	0.03	1
E386	1	0.03	1
E388	1	0.03	1
R310	1	0.03	1
	5275	170.16	4125

Contra Costa County Fire Protection District

Station Summary Year: 2018 Month: 12 Fire Code 3

Area	City	Code 3 Calls	Mutual Aid	Auto Aid	Struc.	Veg.	Other	EMS Rescue	Hazard	Public Service	Alarm	False Alarm	Other NF	Total	PP - FD Processing	FD - FE Turnout	FE - FA Travel	Total Response
01	Walnut Creek	150	0	0	1	0	2	117	6	21	41	23	0	211	01:27	01:42	04:25	07:37
02	Pleasant Hill	112	0	0	2	0	2	100	2	9	20	10	0	145	01:26	01:46	04:15	07:34
03	Walnut Creek	184	0	0	0	0	0	167	2	10	25	14	0	218	01:32	01:42	04:30	07:51
04	Walnut Creek	25	0	7	0	0	0	18	1	2	10	1	0	32	01:39	01:53	06:58	10:32
05	Pleasant Hill	143	0	0	1	0	1	130	2	12	31	11	0	188	01:23	01:37	04:14	07:15
06	Concord	273	0	0	3	0	7	212	5	25	80	30	0	362	01:22	01:24	04:28	07:11
07	Walnut Creek	63	0	1	1	0	2	56	1	8	15	8	0	91	01:18	01:43	03:43	06:56
08	Concord	145	0	0	1	0	2	128	2	12	32	7	0	184	01:22	01:34	04:17	07:22
09	Pacheco	161	0	0	2	0	6	107	2	10	68	11	0	206	01:29	01:44	05:03	08:00
10	Concord	80	0	0	2	0	1	65	3	9	24	6	0	110	01:22	01:30	03:54	06:58
11	Clayton	53	0	1	2	0	0	44	3	4	9	8	0	70	01:17	01:35	05:00	07:38
12	Martinez	70	0	0	2	0	2	44	4	3	32	3	0	88	01:15	01:57	06:06	09:28
13	Martinez	37	0	2	0	0	1	29	0	2	9	4	0	45	01:13	01:50	05:53	09:09
14	Martinez	73	0	1	0	0	1	59	3	1	20	8	0	92	01:26	02:00	04:05	07:32
15	Lafayette	61	0	4	0	0	1	51	2	8	21	6	1	90	01:22	01:56	04:29	07:49
16	Lafayette	18	0	24	1	0	1	12	3	3	6	2	7	35	01:09	01:28	05:33	08:10
17	Lafayette	14	0	2	1	0	1	9	1	2	4	1	0	19	00:59	01:42	04:48	07:48
18	Clyde	10	0	0	0	0	0	8	0	0	5	1	0	14	01:18	01:08	07:09	09:17
19	Martinez	1	0	0	0	0	0	1	0	0	0	0	0	1	00:25	02:07	11:16	13:48
21	Concord	52	0	0	3	0	0	41	0	3	6	6	0	59	01:09	01:41	05:49	08:41
22	Concord	22	0	0	0	0	0	23	0	0	3	2	0	28	01:15	01:26	04:37	07:20
69	El Sobrante	89	0	35	1	0	0	78	3	4	13	2	2	103	01:28	02:06	04:09	07:28
70	San Pablo	277	0	102	4	1	7	226	17	6	45	22	16	344	01:30	01:52	04:20	07:48
81	Antioch	223	0	3	2	0	8	175	4	6	54	4	0	253	01:17	01:36	04:15	07:15
82	Antioch	173	0	0	2	1	2	136	4	8	40	4	0	197	01:23	01:49	04:14	07:30
83	Antioch	203	0	0	2	0	7	157	4	9	44	6	0	229	01:24	01:37	04:12	07:20
84	Pittsburg	94	0	0	3	0	3	69	0	7	24	5	0	111	01:24	01:52	05:23	08:21
85	Pittsburg	165	0	0	1	0	4	124	3	12	44	11	0	199	01:24	01:40	04:37	07:39
86	Bay Point	160	0	0	3	0	8	134	5	6	21	4	0	181	01:25	01:37	05:17	08:19
87	Pittsburg	80	0	0	0	0	0	61	1	1	21	5	0	89	01:09	01:42	04:25	07:29
88	Antioch	117	0	9	2	1	3	89	2	6	36	6	1	146	01:20	01:39	04:37	07:24
CON		3	0	1	0	0	0	2	0	0	1	0	0	3	00:46	01:49	05:34	08:06
**Other		88	1	103	6	0	3	53	3	5	31	1	1	103	01:21	01:21	06:33	09:17
		3419	1	295	46	3	75	2725	88	214	835	232	28	4246				

(Revised on 03/27/2018)

Time caps: Yes Processing: 5:00 mins; Turnout: 4:00 mins; Travel: 14:00 mins; Total Response: 16:00 mins

Contra Costa County Fire Protection District

Year: 2019 Month: 1

Fire

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	151	0	2	0	0	0	125	16	15	39	19	0	214	01:28	01:39	03:52	07:00
02	Pleasant Hill	93	0	0	0	0	1	79	7	5	23	12	0	127	01:18	01:47	04:46	07:45
03	Walnut Creek	156	0	0	1	0	0	144	3	10	15	8	0	181	01:28	01:49	04:37	08:05
04	Walnut Creek	21	0	6	0	0	1	12	1	1	11	2	1	29	01:36	01:49	06:39	10:26
05	Pleasant Hill	141	0	0	2	0	0	125	1	16	23	13	0	180	01:24	01:28	04:26	07:17
06	Concord	286	0	1	4	0	10	238	12	15	62	21	0	362	01:27	01:28	04:28	07:24
07	Walnut Creek	59	0	0	0	0	1	49	4	14	8	5	1	82	01:19	01:40	04:03	07:11
08	Concord	144	0	0	1	0	2	129	6	15	19	10	0	182	01:19	01:27	04:21	07:09
09	Pacheco	143	0	0	1	1	4	101	3	3	46	6	0	165	01:27	01:43	04:46	07:55
10	Concord	74	0	0	0	0	1	64	7	11	16	6	0	105	01:21	01:39	03:55	06:56
11	Clayton	55	0	1	1	0	1	51	2	2	10	5	0	72	01:34	01:44	04:59	08:20
12	Martinez	63	0	0	0	0	1	52	5	7	16	4	0	85	01:21	01:58	06:10	09:25
13	Martinez	65	0	4	0	0	2	41	0	9	24	4	0	80	01:22	01:43	05:07	08:28
14	Martinez	60	0	0	0	0	1	53	0	2	8	6	0	70	01:20	01:57	03:52	07:13
15	Lafayette	60	0	3	1	0	0	49	2	6	14	7	1	80	01:10	01:50	04:43	07:45
16	Lafayette	15	0	9	0	0	0	12	2	3	3	0	1	21	01:44	01:34	07:20	10:51
17	Lafayette	4	0	0	0	0	0	5	1	2	4	1	0	13	01:48	02:52	05:14	09:55
18	Clyde	9	0	0	0	0	0	7	0	0	3	0	0	10	01:30	01:28	06:29	09:08
19	Martinez	1	0	1	0	0	0	0	0	0	0	0	1	1	01:54	01:22	11:10	14:26
21	Concord	46	0	0	3	0	0	40	3	9	8	2	0	65	01:22	01:34	05:40	08:25
22	Concord	30	0	0	0	1	1	25	0	3	5	5	0	40	01:14	01:18	03:55	06:34
69	El Sobrante	69	0	32	2	0	2	63	5	2	10	2	1	87	01:22	01:48	04:14	07:40
70	San Pablo	258	0	109	2	0	9	206	14	11	44	7	12	305	01:35	01:41	04:18	07:25
81	Antioch	226	0	6	5	0	7	165	5	3	67	17	0	269	01:26	01:32	04:01	07:04
82	Antioch	154	0	1	2	0	3	127	3	16	43	6	0	200	01:23	01:44	03:59	07:06
83	Antioch	200	0	0	2	0	5	164	1	10	37	14	1	234	01:31	01:35	04:27	07:37
84	Pittsburg	97	0	0	1	0	6	69	0	6	29	1	0	112	01:16	01:44	04:46	07:44
85	Pittsburg	175	0	0	1	0	6	146	5	14	45	10	0	227	01:19	01:43	04:24	07:27
86	Bay Point	169	0	0	0	0	11	139	6	5	31	5	0	197	01:25	01:38	04:59	07:59
87	Pittsburg	78	0	0	0	0	3	59	2	2	19	3	1	89	01:17	01:35	04:55	07:48
88	Antioch	115	0	6	3	0	2	78	1	5	41	11	2	143	01:20	01:40	05:05	08:10
CON		4	2	3	0	0	0	1	0	1	2	0	2	6	00:39	01:30	05:48	12:38
**Other		141	0	154	6	0	6	67	1	8	58	6	2	154	01:06	01:16	05:53	08:20
		3362	2	338	38	2	86	2685	118	231	783	218	26	4187				

(Revised on 03/27/2018)

Time caps: Yes 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 (12/1/2018 - 12/31/2018)

Unit counts based on Business Rule (ST64, ST70)

Provider	Jurisdiction								
	CCE	CON	CRK	ECR	MOR	POE	RDO	RMD	SRM
CCE	-	21/24	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CDF	20/23	1/1	0/0	0/0	1/1	0/0	0/0	0/0	0/0
CON	28/52	-	2/2	3/3	11/22	22/25	14/16	59/65	2/3
CRK	0/0	1/3	-	0/0	0/0	0/0	6/8	0/0	0/0
ECR	0/0	18/18	0/0	-	1/1	1/2	1/2	42/50	0/0
MOR	0/0	39/48	0/0	0/0	-	0/0	0/0	0/0	0/0
POE	0/0	6/6	0/0	0/0	0/0	-	11/11	1/1	0/0
RDO	0/0	5/6	2/4	0/0	0/0	25/30	-	1/1	0/0
RMD	0/0	150/200	0/0	37/39	2/2	0/0	0/0	-	0/0
SRM	0/0	10/10	0/0	0/0	0/0	0/0	0/0	0/0	-

Significant Incidents

Response Area - Contract

Jurisdiction	Response Area	Provider	Incidents	Units
POE	Contract	CON	5	6
POE	Contract	POE	39	39
POE	Contract	RDO	2	2

Occupational Exposure Tracking Form

Operations Meeting Minutes

Programs

Reports

Training

Wildland Firefighting Program

Logout

CCCFPD © 2003



Home | **Operations** | EMS | Support Services | Administration
 Aid Provided (1/1/2019 - 1/31/2019)

Apparatus

Automatic Aid Agreements

After Action Review - SP

After Action Review

Fuel Log

Bid Assignment

Fire Trails

Forms

Monthly Standby

Incident Review

Significant Incidents

NFIRS

Occupational Exposure Tracking Form

Operations Meeting Minutes

Programs

Reports

Training

Wildland Firefighting Program

Logout

Unit counts based on Business Rule (ST64, ST70)

Provider	Jurisdiction								
	CCE	CON	CRK	ECR	MOR	POE	RDO	RMD	SRM
CCE	-	27/35	0/0	0/0	0/0	0/0	0/0	0/0	0/0
GDF	24/25	2/2	0/0	0/0	0/0	0/0	0/0	0/0	0/0
CON	47/68	-	2/2	0/0	11/11	28/45	14/20	81/88	1/1
CRK	0/0	1/1	-	0/0	0/0	2/3	8/9	0/0	0/0
ECR	0/0	17/19	0/0	-	1/1	4/7	2/3	43/50	0/0
MOR	0/0	19/27	0/0	0/0	-	2/2	0/0	0/0	0/0
POE	0/0	16/17	0/0	0/0	0/0	-	15/15	2/2	0/0
RDO	0/0	8/10	2/2	0/0	0/0	24/29	-	0/0	0/0
RMD	0/0	138/172	0/0	29/30	0/0	4/7	1/1	-	0/0
SRM	0/0	1/11	0/0	0/0	0/0	0/0	0/0	0/0	-

Response Area - Contract

Jurisdiction	Response Area	Provider	Incidents	Units
POE	Contract	CON	5	7
POE	Contract	ECR	1	1
POE	Contract	POE	33	34
POE	Contract	RDO	1	1
POE	Contract	RMD	1	1

CCCFPD © 2003

DATE	DAY	SHIFT	SL	VAC	WC	OTHER	TOTAL	TOTAL OT	MAN OT	EXP. OTHER
1	TUE	A	0.5	8.5	4.0	1.0	14.0	18.0	9.0	1.0 AL
6	SUN	A	8.0	2.0	5.0	2.0	17.0	21.0	2.0	1.0 AL, 1.0 SPEC
7	MON	A	3.0	1.5	5.0	2.0	11.5	16.5	5.0	1.0 AL, 1.0 SPEC
12	SAT	A	5.0	6.0	4.0	1.0	16.0	21.0	1.0	1.0 SPEC
13	SUN	A	3.5	3.0	4.0	1.0	11.5	16.5	2.0	1.0 SPEC
18	FRI	A	3.0	5.0	4.0	1.5	13.5	19.0	1.0	1.5 SPEC
19	SAT	A	1.0	9.5	4.0	1.0	15.5	21.5	7.0	1.0 SPEC
24	THU	A	3.0	3.5	4.0	2.0	12.5	19.5	1.5	2.0 SPEC
25	FRI	A	2.5	3.5	4.0	1.0	11.0	17.5	4.0	1.0 SPEC
30	WED	A	0.0	2.5	4.0	2.5	9.0	14.5	0.0	2.5 SPEC
31	THU	A	0.0	1.5	4.0	2.5	8.0	14.5	0.0	2.5 SPEC
2	WED	B	3.0	8.0	0.0	1.0	12.0	18.0	9.5	1.0 LOA
3	THU	B	2.0	7.5	1.0	1.0	11.5	17.0	3.0	1.0 LOA
8	TUE	B	6.0	2.0	1.0	1.5	10.5	17.0	0.0	1.0 LOA, 0.5 SPEC
9	WED	B	2.0	0.5	1.0	1.0	4.5	12.0	2.0	1.0 SPEC
14	MON	B	3.0	0.0	1.0	0.0	4.0	13.0	4.0	
15	TUE	B	1.0	0.0	1.0	0.0	2.0	11.5	1.0	
20	SUN	B	5.0	5.0	1.0	2.0	13.0	22.0	8.0	2.0 SPEC
21	MON	B	3.0	2.0	1.0	3.0	9.0	19.0	1.0	3.0 SPEC
26	SAT	B	5.0	4.0	0.5	0.0	9.5	19.0	3.0	
27	SUN	B	1.0	3.5	1.0	0.0	5.5	15.5	1.5	
4	FRI	C	6.0	3.0	2.0	1.0	12.0	16.0	2.0	1.0 LOA
5	SAT	C	4.0	7.5	2.0	1.0	14.5	18.5	9.0	1.0 LOA
10	THU	C	6.0	4.5	3.0	3.0	16.5	18.5	11.0	1.0 LOA, 2.0 SPEC
11	FRI	C	3.5	6.5	3.0	3.5	16.5	18.5	2.0	0.5 AL, 1.0 LOA, 2.0 SPEC
16	WED	C	7.0	2.0	3.0	2.0	14.0	19.5	3.0	1.0 LOA, 1.0 SPEC
17	THU	C	6.0	2.0	3.0	1.0	12.0	16.0	0.0	1.0 LOA
22	TUE	C	5.0	2.0	2.0	6.0	15.0	17.0	1.0	1.0 LOA, 5.0 SPEC
23	WED	C	3.0	4.5	2.0	6.0	15.5	16.5	0.0	1.0 LOA, 5.0 SPEC
28	MON	C	4.0	2.0	1.0	1.5	8.5	8.0	0.0	1.0 LOA, 0.5 SPEC
29	TUE	C	3.5	1.5	1.0	2.0	8.0	8.0	0.0	1.0 LOA, 1.0 SPEC
AVG DAILY			3.5	3.7	2.5	1.7	11.4	16.8	3.0	
AVG A			2.7	4.2	4.2	1.6	12.7	18.1	3.0	
AVG B			3.1	3.3	0.9	1.0	8.2	16.4	3.3	
AVG C			4.8	3.6	2.2	2.7	13.3	15.7	2.8	
RANGE			0.0-8.0	0.0-9.5	0.0-5.0	0.0-6.0	2.0-17.0	8.0-22.0	0.0-11.0	
AL - Administrative Leave			LOA - Leave of Absence			MAN OT-Mandatory OT				
AWOP - Absent Without Pay			ML - Military Leave							
FH - Floating Holiday			OPST - Strike Team							
JD - Jury Duty			SPEC - Special Assignment							
U:\PATTERSON\SuppressionLeave\1901										

2018 ANNUAL REPORT



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT ADVISORY FIRE COMMISSION

Erel Betser, District I (February – December)
Matthew Guichard, District II
Edward Haynes, District III, (January – March)
Debra Galey, District IV (Vice-Chair)
Nat Rojanasathira, District V (Chair)
Mike Egan, At Large #1
Richard T. Chapman, At Large #2 (Liaison to the Board of Supervisors)
Latonia Ellingberg, Staff

Alternates

Lisa Bartley (District I / April – September; At-Large / October – December)
Walter Fields (District V / June – September; At-Large / October – December)
Darran Mazaika (District IV / June – September; At-Large / October – December)

2018 ANNUAL REPORT

Contra Costa County Fire Protection District Advisory Fire Commission

Meetings: Bi-monthly meetings were held: February, April, June, August, October, and December

Location/Time: 4005 Port Chicago Highway, Concord at 7:00 p.m.

Chair: Nat Rojanasathira

Staff: Latonia Ellingberg

Reporting Period: January through December 2018

I. ACTIVITIES

- Conducted regular business of the Commission
- Conducted regular business of the Commission as well as the following Committees:
 - Apparatus & Equipment*
 - Budget*
 - Personnel*
 - Property and Annexation*

*(*All above committee business conducted during the course of regular meetings.)*

- Attended Contra Costa County Fire Commissioners Association Meetings
- Attended Board of Supervisors Meetings
- Attended Contra Costa County Fire Protection District Board of Directors meetings
- Attended the Line of Duty Death Memorial Service
- Attended Fire Academy #51 Graduation Ceremony
- Attended various city council, town hall, and other fire board meetings

II. ACCOMPLISHMENTS

- Reviewed and provided feedback on the Draft FY 2018/19 Budget
- Conducted public hearings to resolve public complaints regarding weed abatement charges
- Approved adjustments to weed abatement charges
- Provided feedback on fire prevention activities, suppression leave, incident summary reports and response times
- Provided feedback on levels of service in communities with closed stations or reduced service

- Successfully amended the Bylaws to allow for three At-Large alternate commissioners, any one of whom may replace any seated member regardless of supervisorial district

III. ATTENDANCE/REPRESENTATION

- Vacancies: District III
- Diversity: Commission consists of a variety of retired and active business professionals/owners including Engineer; Attorney; Management Analyst – City of Brentwood; Administrative Services Director – Town of Danville; retired Security Advisor, former Police Detective, and volunteer Firefighter/EMT with the Gray Eagle Volunteer Fire Department; retired Fire Captain; Claims Analyst; Paramedic; and Criminal Investigator.
- Level of Participation:

Regular Mtgs.	
Betser	3 of 5
Chapman	6 of 6
Egan	5 of 6
Galey	5 of 6
Guichard	6 of 6
Haynes	0 of 1
Rojanasathira	5 of 6
Bartley (Alternate)	4 of 5
Fields (Alternate)	3 of 4
Mazaika (Alternate)	4 of 4

- Quorum Frequency: No meetings cancelled due to lack of a quorum.

IV. TRAINING/CERTIFICATION

V. PROPOSED WORK PLAN/OBJECTIVES FOR NEXT YEAR

- Continue to work with the Fire Chief on budgetary issues.
- Attend meetings relative to fire service issues.
- Provide input to the Board of Directors.
- Continue to monitor citizen complaints stemming from the District's weed abatement program.
- Continue to approve adjustments to weed abatement charges.
- Continue to exercise oversight of the approval process for the disposal of surplus property.
- Continue to explore alternate funding sources.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

February 25, 2019

TO: Advisory Fire Commission
FROM: Jeff Carman, Fire Chief
RE: Fire Chief's Report

- Fire Station 16 (Lafayette): The roof is on and the framing is complete. The HVAC, electrical and plumbing have been roughed in, and we are preparing for windows and exterior finishes. Sheetrock is expected to arrive this month, and we will begin to work on interior finishes. The building should be substantially complete by late March and potentially occupied in April. The timeline has been affected by weather and the ability to secure utility services. We will plan a groundbreaking ceremony as the final completion date become clear.
- Fire Station 70 (San Pablo): The District received three bids for the project. We are currently performing due diligence on the low bidder and vetting any contractual issues. We will return to the Board in March with an intent to award the contract and potentially issue a notice to proceed with construction in April. We are already attempting to establish site utilities based on our experience with the Lafayette project.
- Fire Station 9 (Pacheco): We continue to meet with airport staff on the potential site layout. We are early in the CEQA process, and our goal is to have CEQA completed and architectural drawings approved by the end of 2019. We are working with Capital Projects to pre-qualify bidders in spring of 2019.
- Fire Station 86 (Bay Point): The site layout is complete and the CEQA process is in progress. The District has been meeting with neighboring property owners and sharing the site plans. We will be presenting to the Bay Point Municipal Advisory Council in May 2019. Our goal is to have CEQA complete and architectural drawings approved by the end of 2019. We are working with Capital Projects to prequalify bidders in spring of 2019.
- Fire District personnel recently inspected four new fire engines and a new ladder truck at the manufacturer's facility in Appleton, Wisconsin. The inspection went very well and the new apparatus should arrive within the next few weeks. These new apparatus will replace existing apparatus that are due for replacement as a result of heavy use and high mileage. In addition, two new wildland fire engines arrived last week and will be placed into service prior to the 2019 wildland fire season. These new apparatus will replace existing wildland apparatus which will be placed into

reserve status. This is an improvement for the District as we have not had reserve wildland apparatus in the past.

- Academy 52, the first accredited academy in the history of the Fire District, graduated 24 recruits on February 14. These recruits will fill existing vacancies and allow us to place Engine 16 into service in Lafayette. Academy 53 began on February 19 with 20 recruits who will graduate in late spring/early summer 2019. The District saw the need to hold back-to-back academies this year in order to keep vacancies to a minimum as we head into another wildland fire season. While our aim was to place 30 recruits into Academy 53, we are experiencing a shortage of qualified firefighters and paramedics. Our recruitment numbers were down over 50% in 2018. We are currently in a recruitment process and anxiously awaiting the data in hopes that the volume of candidates returns to normal levels.
- One of our senior fire investigators, Vic Massenkoff, retired from the Fire District in January. Vic was an excellent investigator who helped arrest and convict several arsonists over the course of his career. As our fire investigation unit is extremely busy, and the arson problem in our county is significant, finding a replacement for Vic was a difficult task. Fortunately, we were able to recruit Glenn Myer, a fire investigator from the Solano County District Attorney's office, who has extensive experience and will be a great addition to our team.
- The auto/mutual aid issue with East Contra Costa Fire continues to tax our organization, and we have been working with their fire chief in an effort to assure we are both operating as efficiently as possible under the circumstances. Unfortunately, after reviewing the data from CY 2018, it is clear we need to make additional changes to the aid program. The numbers indicate that ConFire resources spent over 564 hours assisting East Contra Costa Fire, while East Contra Costa Fire resources only spent 172 hours assisting us – a 3:1 ratio. In addition, under the current system, over 30% of the resources requested from ConFire never arrived on scene but were committed to response for almost 90 hours. With the rapid growth in call volume that both agencies are experiencing, this level of commitment cannot be sustained. At the March meeting, I hope to present to the Board an alternative plan that will reduce the level of commitment, better balance the commitment for each agency, and result in a more efficient aid agreement.
- The ambulance transport program continues to perform at very high levels allowing us to meet our response time goals 95-96% of the time and maintain very low response times county wide. I look forward to presenting our annual report to the Board at our March meeting.
- As you know, Captain Roger Harless passed away unexpectedly in January due to a cardiac ailment. Captain Harless was a well-known and respected firefighter for 29 years and, because he was assigned to Fire Station 11 in Clayton for a number of years, he was known as one of "Clayton's firefighters." The Fire District assisted with Captain Harless' funeral, and fire companies were brought in from many of our surrounding agencies to allow on-duty personnel to attend his services. I want to

thank the many agencies – including police, fire, and EMS – who united in support of our efforts to assure a proper send-off for Captain Harless.

- As mentioned before, our Fire District has an ongoing and significant problem with arson. Our fire investigation unit is tasked with many arson fires each month and has made several high-profile serial arsonist arrests over the last several years. I am pleased to report that one of those serial arsonists was sentenced last week to 19 years in prison. This investigation, arrest, and sentencing is the result of a team effort between our fire investigators, local law enforcement, and the district attorney's office.
- At the December 2018 meeting, the Commission asked about the large increase in code enforcement between October 2018 (222) and November 2018 (523) as indicated in the Fire Prevention Bureau Report. In October 2018, four probationary fire inspectors attended required training which, per their job requirements, needed to be completed within 12 months of employment. As a result of these training related absences, there were inspections that could not be completed until November 2018.
- There will be an Open House/Reserve Program Badging Ceremony at Fire Station 19 in Briones on March 11, 2019, 12:00 – 2:00 pm.