



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

MINUTES

April 12, 2021

The Advisory Fire Commission met at a regular meeting on Monday, April 12, 2021. Chair Galey called the meeting to order at 7:05 p.m.

ROLL CALL

Present: Commissioners: Michael Daugelli – District III
Mike Egan – At Large #1
Walter Fields – At Large Alternate #2
Debra Galey – District IV
Matthew Guichard – District II
Clayton Laderer – At Large Alternate #3
Richard Nakano – District V

Fire Chief: Lewis T. Broschard III

Absent: Erel Betser – District I
Richard "Tom" Chapman – At Large #2

PUBLIC HEARINGS

A. April 7, 2021 Report on the Cost of Abatement

Chair Galey opened the public hearing on the April 7, 2021 Report on the Cost of Abatement. Hearing no objections or protests to the April 7, 2021 Abatement Report, the hearing was closed. Chair Galey then asked for a motion to adopt the Resolution of Confirmation confirming the April 7, 2021 Abatement Report in the amount of \$48,591. Commissioner Egan moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Nakano. Motion passed (AYES: Daugelli, Egan, Fields, Galey, Guichard, Laderer, Nakano. ABSENT: Betser, Chapman).

Commissioner Fields 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 Guichard. Motion passed (AYES: Daugelli, Egan, Fields, Galey, Guichard, Laderer, Nakano. ABSENT: Betser, Chapman).

Commissioner Daugelli asked if Exhibit A in future reports can include the city in which the property is located. Chief Broschard responded that this is likely possible, and he will look into it.

PUBLIC COMMENTS

None

CONSENT ITEMS

A. December 7, 2020 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

Commissioner Daugelli made a motion to accept and file Items A. through B.5. Motion seconded by Commissioner Laderer. Motion passed (AYES: Daugelli, Egan, Fields, Galey, Guichard, Laderer, Nakano. ABSENT: Betser, Chapman).

DISCUSSION ITEMS

A. Abatement Order Hearings

Deputy Fire Chief Aaron McAlister presented this informational item and referred to the Weed Abatement Process handout in the agenda packet.

Recent analysis of the District's weed abatement process and conversations with County Counsel have led to adding another step to the weed abatement process. Going forward, prior to the issuance of a work order, parcel owners will receive a certified letter informing them of a specific meeting date at which they will have the opportunity to appear before the Commission to present why they believe their property should not be abated. Property owners will not be required to register beforehand or notify staff of their intention to appear at this public meeting.

Because the Commission only meets regularly six times per year, Special meetings will be scheduled as needed so as not to delay progression of the weed abatement process. Anyone on the list of parcels for a specific meeting date can appear on that date and be heard at that meeting. Fire District staff will be prepared with documentation for all parcels on the list for that meeting. The first list this year will

include a large number of parcels that are problematic every year. The parcels on this list go straight to final notice which is allowed for in the ordinance adopted by the Board.

At the end of a hearing, the Commission's options will be to uphold the abatement order; not enforce the order; or allow for a 10 or 20-day extension with the stipulation that the District will immediately issue the work order if the deadline is not met.

With the recent retirement of Kathy Woofter, new staff will be involved in this process going forward. We are retooling notices with new language and continue to evaluate the weed abatement process with guidance from County Counsel.

FIRE CHIEF'S REPORT

Reviewed/discussed the April 12, 2021 Fire Chief's report.

Chief Broschard recognized the retirements of Battalion Chief Jim Huntze and Fire Captain Elia Alailima after just over 33 years of service each. Both Chief Huntze and Captain Alailima have been valued members of the Fire District and will be missed.

Chief Broschard noted that Dispatcher Appreciation Week is April 11-17 and acknowledged the efforts of Assistant Fire Chief Jeff Peter and Communications Manager Traci Barkley in planning multiple events this week to express appreciation to our dispatchers.

Commissioner Egan asked if it would be possible to request more police coverage at incidents to which Chief Broschard responded that we are working with the City of Antioch to identify solutions – a meeting is scheduled for next week with the Antioch City Manager.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

Appreciation to District staff for the good work and the extra effort required to prepare for virtual meetings.

Meeting adjourned at 8:07 p.m.

NEXT MEETING DATE AND TIME

The next regular meeting is scheduled for June 14, 2021, 7:00 p.m.



Latonia Ellingberg, Recording Secretary