



**MINUTES**

April 16, 2018

The Advisory Fire Commission met at a regular meeting on Monday, April 16, 2018 at 7:02 p.m. Vice Chair Debra Galey introduced Commissioner Erel Betser and called the meeting to order, and Captain Justin Rabara led the salute to the flag.

**ROLL CALL**

**Present:** Commissioners: Erel Betser – District I  
Richard “Tom” Chapman – At Large #2  
Mike Egan – At Large #1  
Debra Galey – District IV  
Matthew Guichard – District II

Fire Chief: Jeff Carman

**Absent:** Nat Rojanasathira – District V  
Lisa Bartley – District I Alternate

**SERVICE AWARDS**

Fire Chief Carman and Deputy Fire Chief Broschard presented Fire Captain Justin Rabara with his 10-year service award pin.

**PUBLIC COMMENTS**

None

**CONSENT ITEMS**

**A. February 26, 2018 Meeting Minutes**

Commissioner Chapman made a motion to accept the minutes as written, seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Betser, Chapman, Egan, Galey, Guichard; ABSENT: Rojanasathira).

**B. Accept and File Reports:**

1. Personnel Report – Pulled from Consent calendar and moved to Discussion Items.
2. Operating Budget – Pulled from Consent calendar and moved to Discussion Items.

3. Fire Prevention Report – Reviewed/discussed April 16, 2018 report.
4. Monthly Activity Reports – Reviewed/discussed monthly activity reports.
5. Suppression Leave Summary – Reviewed/discussed February and March reports.
6. Correspondence

Commissioner Guichard made a motion to accept and file reports (items three through five) as written, seconded by Commissioner Chapman. Said motion carried by a unanimous vote (AYES: Betser, Chapman, Egan, Galey, Guichard; ABSENT: Rojanasathira).

### **DISCUSSION ITEMS**

- A. Personnel Report – Reviewed/discussed April 16, 2018 report. In response to a question about Fire Engineer positions being filled post-Engineer Academy, Chief Carman noted that the District is waiting for Board approval (at the April 17 meeting) to simultaneously promote all of the new Fire Engineers.

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

At this time, Chief Carman initiated a moment of silence in honor of Commissioner Ed Haynes who passed away on April 12, 2018. In response to the Personnel Report, Commissioner Haynes would always express concern for District suppression staff and how hard they were working.

- B. Operating Budget – Reviewed/discussed March 12, 2018 report. In response to an inquiry, Chief Carman noted that line 3619 reflects the annual charge administered by the Contra Costa County Real Estate Division for renting Station 19.

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

- C. Update on Monthly Activity Reports

Chief Carman confirmed that in the activity reports submitted for the February meeting the ambulance times were blended in with the turnout. The current reports reflect only the turnout times for fire apparatus.

- D. Update on Bylaws Change Proposal

Recording Secretary Ellingberg will apprise the Commissioners when the Office of the County Counsel indicates the proposal will go before the Board of Supervisors.

## **FIRE CHIEF'S REPORT**

Reviewed/discussed the April 16, 2018 Fire Chief's report. Chief Carman also introduced Steve Hill, the District's new Public Information Officer.

## **COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS**

Carman – U.S. flag will be at half-staff at all stations through April 18, 2018 (day of funeral service) in honor of Commissioner Haynes.

Egan – In Nevada, lift assistance is \$500 per incident. Will we do that here? Answer is that the District is looking into a similar fee for care facilities.

Meeting adjourned at 7:48 p.m. in memory of Commissioner Ed Haynes who served for 41 years on the Advisory Fire Commission. He will be missed mostly for his kindness, knowledge, and experience. Our condolences to his family and friends.

## **NEXT MEETING DATE AND TIME**

The next meeting is scheduled for June 11, 2018, 7:00 p.m.



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Latonia Ellingberg, Recording Secretary