



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

MINUTES

PLEASE POST

June 13, 2022

The Advisory Fire Commission met at a regular meeting on Monday, June 13, 2022. Chair Guichard called the meeting to order at 7:05 p.m.

ROLL CALL

Present: Commissioners: Michael Daugelli – District III
Debra Galey – District IV
Matthew Guichard – District II
Richard Nakano – District V
Soheila Bana – At Large Alternate #1

Fire Chief: Lewis T. Broschard III

Absent: Richard “Tom” Chapman – At Large #2
Mike Egan – At Large #1 (arr. 7:40 p.m.)
Walter Fields – At Large Alternate #2
Clayton Laderer – At Large Alternate #3

PUBLIC HEARINGS

A. June 8, 2022 Report on the Cost of Abatement

Chair Guichard opened the public hearing on the June 8, 2022 Report on the Cost of Abatement. Hearing no objections or protests to the June 8, 2022 Abatement Report, the hearing was closed. Chair Guichard then asked for a motion to adopt the Resolution of Confirmation confirming the June 8, 2021 Abatement Report in the amount of \$9,608.50. Commissioner Nakano moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Daugelli. Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSENT: Chapman, Egan).

Commissioner Galey 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 Nakano. Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSENT: Chapman, Egan).

B. Hearing on Abatement Orders

Chair Guichard opened the Hearing on Abatement Orders for all properties listed in Exhibit 1, dated June 13, 2022.

There were no property owners in attendance representing any of the 128 properties listed in Exhibit 1.

Chair Guichard closed the hearing and asked for a motion to uphold and enforce all abatement orders listed in Exhibit 1. Commissioner Nakano made a motion to uphold and enforce all abatement orders listed in Exhibit 1. Motion seconded by Commissioner Daugelli. Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSENT: Chapman, Egan).

PUBLIC COMMENTS

None

CONSENT ITEMS

A. April 11, 2022 Meeting Minutes

B. May 9, 2022 Meeting Minutes

C. Accept and File Reports:

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

Commissioner Galey made a motion to accept and file all Consent Items. Motion seconded by Commissioner Nakano. Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSTAIN: Galey (Item A. ONLY); ABSENT: Chapman, Egan).

DISCUSSION ITEMS

A. Declaration of Surplus Equipment – Report of June 2, 2022

Commissioner Bana made a motion to approve the surplus of equipment listed on the declaration report of June 2, 2022. Motion seconded by Commissioner Daugelli.

Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSENT: Chapman, Egan).

B. Declaration of Surplus Equipment – Report of June 7, 2022

Commissioner Bana made a motion to approve the surplus of equipment listed on the declaration report of June 7, 2022. Motion seconded by Commissioner Galey. Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSENT: Chapman, Egan).

C. Changes to Composition of Advisory Fire Commission

Fire Chief Broschard explained that one of the covenants of the LAFCO resolution, regarding the annexation of ECCFPD, was to provide a seat on the Commission to represent the specific area covered by ECCFPD. State Law limits number of members of an advisory body to five or seven, and we have seven. Since there was a vacancy on the Commission, the Board's Internal Operations subcommittee determined that the best option was to convert the vacant seat to meet the LAFCO requirement. Therefore, as of the new appointments, the At Large #2 seat will represent the area covered by the soon to be former ECCFPD; and the At Large #1 seat will represent the remainder of the area covered by Contra Costa County Fire Protection District.

D. Proposed Changes to Delegation of Powers to Advisory Fire Commission

Fire Chief Broschard explained that numerous changes over the years have resulted in the Board of Directors performing many of the functions previously assigned to the Commission. In an effort to avoid duplicative responsibilities, the Board's Internal Operations subcommittee has proposed revising the Commission's duties with a focus on current specific needs of the Fire District that do not need to be met directly by the Board. With a focus on wildfire mitigation and risk reduction, per the proposal, the Commission would continue its external hazard related functions including serving as the Appeals Board for weed abatement matters, overseeing Hearings on Abatement Orders, and serving as liaisons and helping to educate the community. The Commission will also continue to approve the surplus of District property and other duties as may be assigned by the Board.

Chair Guichard noted that Bylaws would be revised by the Board's Internal Operations subcommittee and asked for a motion to accept the proposed changes.

Commissioner Bana made motion to accept the proposed changes. Motion seconded by Commissioner Daugelli. Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSENT: Chapman, Egan).

E. Nomination and Selection of Chair and Vice Chair

Chair Guichard made a motion to nominate Commissioner Galey as Chair. Commissioner Galey withdrew herself from consideration and nominated

Commissioner Guichard to serve another term as Chair. Motion seconded by Commissioner Nakano. Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSENT: Chapman, Egan).

Commissioner Galey made a motion to nominate Commissioner Nakano as Vice Chair. Motion seconded by Commissioner Daugelli. Motion passed (AYES: Bana, Daugelli, Galey, Guichard, Nakano; ABSENT: Chapman, Egan).

FIRE CHIEF'S REPORT

Reviewed/discussed the June 13, 2022 Fire Chief's report.

Chief Broschard noted that the Commission will continue to meet virtually for the foreseeable future and until the Fire District is able to conduct hybrid meetings that fully meet the requirements established by the Board of Supervisors.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

Chair Guichard noted that the Commission was previously involved in dedicating fire stations to fallen firefighters. On behalf of Commissioner Chapman, he broached the subject of pursuing the dedication of ST 9 to Fire Captain James Robert Haines who was lost due to being fatally struck by a large commercial vehicle.

Chief Broschard indicated that only the Board can actually approve the dedication of a fire station; and he is in support of working through the Commission to make that recommendation.

NEXT MEETING DATE AND TIME

The next Special meeting is scheduled for July 11, 2022, 7:00 p.m.

The next Regular meeting is scheduled for August 8, 2022, 7:00 p.m.

Meeting adjourned at 8:10 p.m.



Latonia Ellingberg, Recording Secretary