



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Board of Directors Regular Meeting

Monday November 7, 2016 6:30 P.M.

Meeting Location: 3231 Main Street, Oakley

BOARD OF DIRECTORS		
Steve Barr	Joel Bryant-President	Randy Pope
Robert Kenny	Meghan Bell-Vice President	Erick Stonebarger
Cheryl Morgan	Brian Oftedal	Joe Young

AGENDA

6:30PM – Call to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION

Fire Chief of the Day Contest Winner

PUBLIC COMMENTS

At this time the public may address the District Board on subject matters pertaining to District business listed on the Consent Calendar, Closed Session, Future Agenda Items, or items *not* listed on the agenda. Remarks may be limited to 3-minutes subject to the discretion of the Board President and with the concurrence of the Board of Directors. Members of the public wishing to address the Board may submit a "Public Comment Speaker Card" to the District Clerk. While the District encourages your comments, State law prevents the Board from discussing items that are not set forth on this meeting agenda. The Board and staff take your comments very seriously and, if appropriate, will follow up on them.

CONSENT CALENDAR

Consent Calendar items are considered routine in nature and will be enacted by the Board in one motion. If discussion or public comment is required, any Board Member may request the item be removed from the Consent Calendar and considered separately.

C.1 Approve Minutes from October 3, 2016 Regular Board of Directors Meeting

C.2 Board Meeting Schedule for Calendar Year 2017

PUBLIC HEARING

PH.1 Accept Property Tax Exchange with Contra Costa County

DISCUSSION ITEMS

- D.1 Receive Overview of the 2016 California Special Districts Association Annual Conference
- D.2 Receive Update on Academy Class 16-02
- D.3 Receive Update on Relocation of District Office and Battalion Quarters
- D.4 Receive Update on October's Public Education Events
- D.5 Discuss cancelling the December 5 Board Meeting
- D.6 Receive Operational Update for September 2016

INFORMATIONAL STAFF REPORTS

DIRECTORS' COMMENTS

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS

This portion of the agenda shall provide an opportunity for Board Members to report on activities, committee or event attendance pertaining to District business or to request a future item to be placed on the agenda.

RECESS TO CLOSED SESSION ON THE FOLLOWING MATTERS:

1. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8
Property: 16711 Marsh Creek Road, Clayton, California
Agency Negotiators: Fire Chief Hugh Henderson, Legal Counsel Shayna van Hoften
Negotiating party: Clayton Palms Community
Under negotiation: Price and terms of lease

REPORT ON THE CLOSED SESSIONS

ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: December 5, 2016

All items appearing on the agenda are subject to action by the Board.

POSTING STATEMENT

A copy of this agenda was posted **November 4, 2016 at the East Contra Costa Fire Protection District Administrative Office, 134 Oak Street, Brentwood, CA 94513**. Pursuant to CA Government Code §54957.5, disclosable public records and writings related to an agenda item distributed to all or a majority of the Board of Directors including such records and writing distributed less than 72 hours prior to this meeting are available for public inspection at the East Contra Costa Fire Protection District Administrative Office, 134 Oak Street, Brentwood, CA 94513.

NOTICE In compliance with the Americans with Disabilities Act, any individuals requesting special accommodation to attend and/or participate in District Board meetings may contact the District Administrative Office at (925) 634-3400. Notification 48 hours prior to the meeting will enable the District to make reasonable accommodations.



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Meeting Minutes
Board of Directors Regular Meeting
Monday October 3, 2016 6:30 P.M.

Meeting Location: 3231 Main Street, Oakley
Remote Teleconference Location: 11440 Saint Bernard Dr., Truckee CA 96161-6404

BOARD OF DIRECTORS		
Steve Barr	Joel Bryant-President	Randy Pope
Meghan Bell	Cheryl Morgan	Erick Stonebarger
Robert Kenny	Brian Oftedal	Joe Young

6:30PM – Call to Order: (6:34 P.M.)

In the absence of the Board President and vacancy in the role of Board Vice President, the Board appointed Director Young to chair the meeting.

PLEDGE OF ALLEGIANCE: (6:34P.M.)

ROLL CALL: (6:34 P.M.)

Directors Present: Bell, Kenny, Oftedal, Pope, Morgan, Stonebarger (by teleconference),
Young

Directors Absent: Barr, Bryant

ORGANIZATION OF THE EAST CONTRA COSTA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS: (6:34 P.M)

Administration of Oath of Office for Director Oftedal, who has been appointed to the Board of Directors by the Oakley City Council

PUBLIC COMMENTS: (6:36 P.M.)

There was one (1) Public Speaker – Mark Whitlock

CONSENT CALENDAR: (6:40 P.M.)

C.1 Approve Minutes from September 12, 2016 Regular Board of Directors Meeting

Motion by: Director Pope to approve consent item C.1

Second by: Director: Bell

Vote: Motion carried: 6:0:1

Ayes: Bell, Kenny, Morgan, Oftedal, Pope, Young

Noes:

Absent: Barr, Bryant

Abstained: Stonebarger

DISCUSSION ITEMS

D.1 Selection of Board Vice President for the Remainder of 2016 Calendar Year: (6:40 P.M.)

Motion by: Director Pope to elect Director Bell to be Board Vice President for the remainder of the 2016 calendar year.

Second by: Director: Kenny

Vote: Motion carried: 7:0:0

Ayes: Bell, Kenny, Morgan, Oftedal, Pope, Stonebarger, Young

Noes:

Absent: Barr, Bryant

Abstained:

D.2 Update on Upcoming Public Education Events and Fire Prevention Month Activities: (6:45 P.M.)

Chief Henderson gave an update on the upcoming Public Education events for the month of October

D.3 Receive Operational Update for September 2016: (6:53 P.M.)

Chief Henderson gave an Operational Update for September 2016. Director Oftedal requested additional information on whether the Cal Fire staff operating out of the Sunshine Station can offer the same level of emergency response as District personnel. The Chief responded that he would follow-up with more information on whether the enhanced EMT certificate is available to this group of Cal Fire personnel.

INFORMATIONAL STAFF REPORTS: (6:59 P.M.)

Chief Henderson gave an update regarding the next academy starting on October 17, 2016. It will be a 12 week program and the new recruits should be on an engine the first of the year. The training will be done internally.

DIRECTORS' COMMENTS: (6:59 P.M.)

Director Bell attended the Quarterly Contra Costa County Fire Commissioners' Meeting.

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS: (6:59 P.M.)

Director Bell requested two (2) future agenda items: one to discuss cancelling the December 5, 2016 meeting and one for an update half way through the academy.

ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: November 7, 2016: (7:02 P.M.)

BOARD OF DIRECTORS AGENDA ITEM NO. C-2

Meeting Date: November 7, 2016

Subject/Title: Approve the Board of Directors Meeting Schedule for 2017

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Approve the Board of Directors meeting schedule for 2017.

PREVIOUS ACTION

On February 3, 2010 the Board approved by Resolution to hold regular meetings on the first Monday of each month.

SUBJECT BACKGROUND

The regular meeting schedule of the Board of Directors for the 2017 calendar year is proposed to be the following:

January 9, 2017 (second Monday due to New Year's Day holiday)
February 6, 2017
March 6, 2017
April 3, 2017
May 1, 2017
June 5, 2017
July 10, 2017 (second Monday due to Independence Day holiday)
August 7, 2017
September 11, 2017 (second Monday due to Labor Day holiday)
October 2, 2017
November 6, 2017
December 4, 2017

For the past several years, this Board has met at the Oakley City Hall. Beginning in January, 2017, Board meetings will be held at 150 City Park Way in Brentwood. All regular meetings begin at 6:30 PM unless otherwise noticed.

BOARD OF DIRECTORS AGENDA ITEM NO. PH-1

Meeting Date: November 7, 2016

Subject/Title: Hold Public Hearing and Adopt Resolution Accepting Annual Transfer from Contra Costa County of Property Taxes Previously Allocated to Byron-Bethany Irrigation District

Submitted by: Hugh Henderson, Fire Chief
Shayna van Hoften, Legal Counsel

RECOMMENDATION FOR ACTION

Hold a public hearing and adopt a resolution accepting the transfer of *ad valorem* property taxes from Contra Costa County (County) pursuant to County Resolution No. 2016/506.

SUBJECT BACKGROUND

Section 99.02 of the California Revenue and Taxation Code permits a public agency to transfer a portion of its property tax revenues associated with one or more tax rate areas to another public agency with the same tax rate areas following properly-noticed public hearings to consider the effects of the proposed transfer.

East Contra Costa Fire Protection District (ECCFPD) receives approximately 7.5 percent of the *ad valorem* property tax revenues collected on properties within its jurisdiction, which is 4.5 cents per dollar less than the average allocation for all fire districts in the County, and which is insufficient to fund the fire and emergency response and fire prevention needs of the District's residents.

On August 10, 2016, the Contra Costa Local Agency Formation Commission (LAFCo) approved an application to detach the Byron-Bethany Irrigation District (BBID) from six tax rate areas in the County (60043, 60047, 60048, 60050, 60055, and 60056). This detachment allows the County to re-direct BBID's property tax base and increment to ECCFPD without impacting County fees or services.

On October 18, 2016, the Contra Costa County Board of Supervisors held a properly-noticed public hearing and adopted County Resolution No. 2016/506 to authorize the proposed transfer based on findings that:

1. A lack of sufficient funding resulting from low property tax rates has required ECCFPD to reduce fire and medical response services despite increasing call volumes, requiring emergency financial contributions from the County and the cities of Oakley and Brentwood to bolster the District;
2. County revenues are available for transfer to ECCFPD;
3. The transfer will not result in any increase in the ratio between the amount of revenues of the County that are generated by regulatory licenses, use charges, user fees, or assessments and the amount of County revenues used to finance services provided by the County;

4. The transfer will not impair the County's ability to provide existing services; and
5. The transfer will not result in a reduction of property tax revenues to school entities.

Staff recommends that the ECCFPD Board of Directors hold its own public hearing on the proposed transfer and adopt the attached resolution accepting the annual property tax transfer from the County of approximately \$732,000 in Fiscal Year 2017/18, with future transfers continuing each fiscal year thereafter, so long as the taxes continue to be allocated to the County, or until the District is dissolved.

Attachments: Resolution

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
STATE OF CALIFORNIA**

* * *

RESOLUTION NO. 2016-__

**ACCEPTING THE ANNUAL TRANSFER FROM CONTRA COSTA COUNTY
OF PROPERTY TAX REVENUES PREVIOUSLY ASSOCIATED WITH THE
BYRON-BETHANY IRRIGATION DISTRICT**

WHEREAS, the East Contra Costa Fire Protection District (ECCFPD) receives an allocation of 7.5 percent of every property tax dollar collected within its 249-square mile jurisdiction to serve 110,000 residents, which is 4.5 cents per dollar less than the average for all fire districts in Contra Costa County; and

WHEREAS, on October 18, 2016, the Contra Costa County (County) Board of Supervisors adopted Resolution No. 2016/506 approving the annual transfer to ECCFPD of *ad valorem* property taxes associated with a portion of the County's property tax base and increment that was previously allocated to, and now detached from, the Byron-Bethany Irrigation District for so long as such taxes continue to be allocated to the County or ECCFPD is dissolved; and

WHEREAS, Contra Costa County and ECCFPD have held noticed public hearings to consider the effect of the proposed transfer on fees, charges, assessments, taxes or other revenues.

NOW, THEREFORE, BE IT RESOLVED that the East Contra Costa Fire Protection District finds that:

1. A lack of sufficient funding resulting from low property tax rates has required ECCFPD to reduce fire and medical response services despite increasing call volumes, requiring emergency financial contributions from the County and the cities of Oakley and Brentwood to bolster the District;
2. County revenues are available for transfer to ECCFPD;
3. The transfer will not result in any increase in the ratio between the amount of revenues of the County that are generated by regulatory licenses, use charges, user fees, or assessments and the amount of County revenues used to finance services provided by the County;
4. The transfer will not impair the County's ability to provide existing services; and
5. The transfer will not result in a reduction of property tax revenues to school entities.

BE IT FURTHER RESOLVED that the East Contra Costa Fire Protection District accepts the annual transfer from the County of *ad valorem* property taxes associated with a portion of the County's property tax base and increment that was previously allocated to, and now detached from, the Byron-Bethany Irrigation District for so long as such taxes continue to be allocated to the County or ECCFPD is dissolved.

BE IT FURTHER RESOLVED that the Fire Chief is authorized to execute a tax exchange agreement with the County in a form approved by Legal Counsel, and to take any other actions that may be necessary to give effect to this Resolution.

Passed and adopted this 7th day of November, 2016, by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

Joel Bryant
President, Board of Directors

ATTEST:

Hugh Henderson, Clerk of the District

BOARD OF DIRECTORS AGENDA ITEM NO. D-1

Meeting Date: October 31, 2016

Subject/Title: Receive Overview of the 2016 California Special Districts Association Annual Conference

Submitted by: Brian Helmick, Battalion Chief

RECOMMENDATION FOR ACTION

Receive overview of the 2016 California Special Districts Association (CSDA) Annual Conference held October 10-13, 2016.

SUBJECT BACKGROUND

The CSDA has over 1000 agencies as members which include: Sanitation Districts, Water Districts, Cemetery Districts, and Fire Districts throughout the state. The CSDA assists special districts with legislative advocacy, cost-saving programs, and educational programs for both board members and staff.

Battalion Chief Brian Helmick and Board Members Joe Young and Meghan Bell attended this year's CSDA Annual Conference. There were dozens of training sessions/classes during the conference designed for both staff (including Fire Chiefs/General Managers) and Board Members. Over 50 exhibitors previewed products and services for use to special districts.

During my time at the conference, I focused on gaining a good understanding of how CSDA intersects with the District and looked for opportunities that would benefit the District. Below is a summary of the training sessions/classes I attended:

- **Monday 1200-345**
Pre-Conference Workshop: Communication Strategies for Board Members and General Managers
Per Brent Ives of BHI Management Consulting, communication is the fluid of any organization. Ives described this workshop as critical for those districts that know they have organizational challenges and those who know enough to believe that good communication is an absolute best practice. It dealt with the most commonly overlooked, complicated, and difficult areas of public agency communications.

The workshop broke down communications between board members and their general manager, the general manager and staff, and finally the district and the public. A good amount of course time discussed the importance of having communication plans established within the organization.

- **Tuesday 0900 - 1045**
Opening Keynote Presentation: Ross Shafer "How to Stay Relevant"
This keynote was the highlights of the conference. Ross Shafer a six-time Emmy Award winning comedian and author of 14 human resource-training films on customer service and leadership presented his approach on "How to Stay Relevant." Shafer defined that staying relevant is different from being current. Being "current" is having awareness. Relevance is taking action to make sure you matter to your customers, your constituents, and your teams. Schafer defined how he has studied and shared examples to show how industries / organizations can better understand how they can heighten their relevance.

- **Tuesday 1100 - 1200**
Breakout Session: Are You Wearing the Right Hat?

This session defined how successful special districts depend on both board members and staff to know which roles they play and carrying that out for the benefit of the district as a whole. The presenter of this session had experience as both a board member and staff member and discussed how to prevent from "crossing the line" while serving as a board member and staff member.

- **Tuesday 200 - 315**
Breakout Session: Strategies for Dealing with a Toxic Workplace

This session focused on what defined a toxic work environment. A dysfunctional or "toxic" workplace is often characterized by poor communication, lack of trust, gossip and cynicism, blame and scapegoating, and negativity. This session was interactive providing attendees effective strategies to clean up the toxins to rejuvenate an organization.

- **Tuesday 330 - 430**
Breakout Session: Chairing and Managing Effective Public Meetings

This session assisted with defining how to work through chairing or attending a meeting. This breakout helped make meetings more constructive and provided techniques and tips to run effective meetings.

- **Wednesday 0900-1045**
SDRMA General Session: Safety Awards, Keynote Presentation

Kai Kight has a diverse background that has been fueled by creating and making. He holds an engineering degree from Stanford University's d. school where he was introduced to the innovative culture of Silicon Valley. Kai began playing the violin when he was three years old, was classically trained, and studied under the concertmaster of Kennedy Center Opera House Orchestra. His music has brought him to perform in venues such as the White House and the Great Wall of China.

Kai Kight discussed why some people just play notes they are handed while others write new music in the world. He also shared the inspiring story of how he became an innovative composer in a field of conformity. This session left attendees feeling inspired to take their future into your own hands and bring their unique ideas forward.

- **Wednesday 1100-1215**
Breakout Session: Become the Office Coach - Coaching for Performance

This session focused on the keys to successful leadership. The session defined that successful leaders get to know their people, get results, and establish a positive work environment. This session also defined, how coaching is a leadership competency that creates development throughout organizations. This breakout also explored that and defined coaching process and demonstrated how one can move people into higher levels of performance by utilizing coaching methods.

- **Wednesday 215-330**
Breakout Session: Mastering Good Governance

This interactive session was full of examples and real world ideas that helped attendees understand how a board should operate. This session also provided suggestions to make board meetings more effective, interesting, and meaningful. There were discussions on different evaluation tools on whether to have committee meetings and how to structure them.

- **Wednesday 345-445**
Breakout Session: R.E.S.P.E.C.T - Communicating Your District's Value

This panel discussion shared their success stories and best practices on:

- 1- Identifying customer segments and their motivational factors
- 2- Crafting tailored messages
- 3- Coordinating programs that deliver specific communications to customers in a way that builds trust and motivates action

- **Thursday 830-1000**
Breakout Session: CEQA - What Special Districts Need to Know in 2006 and Beyond

This session discussed and defined that special district actions must comply with fast-changing CEQA law. The panel addressed recent legislation and litigation, and touched upon AB 52, special events, water issues, and much more.

- **Thursday 1015-1200**
Breakout Session: CEQA - What Special Districts Need to Know in 2006 and Beyond

This was the closing session for the conference. The CSDA's lobbying team presented attendees with the most up-to-date information on the outcome of the most significant state budget and legislative issues impacting special districts in 2016. In addition, the panel provided a sneak peak of what to expect in 2017 from CSDA.

The CSDA has a lot to offer our District and I would recommend that we continue to participate. I would also recommend that the District begin to actively participate and become a Member of the Contra Costa County Special District Group. This would provide the opportunity to network and build relationships with other special districts within our jurisdiction. I would also recommend that the District (or a member of the District) become a member of the Fire Districts Association of California (FDAC). FDAC has an annual conference from April 5-7, 2017 in Monterey, California and it is recommended that the district attend. Although the CSDA conference has value, the FDAC may provide more detail and focused discussions of similar issues we are facing as a Fire District.

It was encouraging to learn more about the CSDA's educational non-profit partner, the Special District Leadership Foundation, which has established a guideline and checklist for Special Districts to receive a transparency certificate of excellence. I can see over the past year how the District has made great strides to obtain this certification and to show the customers that we are committed to transparency.

BOARD OF DIRECTORS AGENDA ITEM NO. D.3

Meeting Date: November 7, 2016

Subject/Title: Receive Update on Relocation of District Office and Battalion Chief Quarters

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Receive an update on relocation of District Office and Battalion Chief Quarters.

PREVIOUS ACTION

On September 12, 2016, the Board approved by Resolution 2016–25, the Fiscal Year 2016-17 Operating Budget which included one-time costs to relocate the District Office and the Battalion Chiefs' Quarters.

SUBJECT BACKGROUND

The District has continued to implement cost saving measures and increase efficiency in its day-to-day operations. This move has been discussed at previous Board meetings and will save approximately \$35,000 in rent annually.

Relocating the District office has been a two-part process. First step is to prepare Station 52 for the Battalion Chiefs' quarters to utilize the old "quick response vehicle" quarters on the north side of the building. The District has already remodeled the bathroom and added a shower. We are currently adding the necessary IT component and radios and anticipate that the Battalion Chiefs' quarters will be ready for occupancy by the end of November.

The second step is to move the District's administration office into the Brentwood City Hall. The District and City are currently working to move both IT and telephone systems into City Hall. City staff has assigned parking areas for staff vehicles so they can be hooked to electricity to keep their computer systems up and running for emergency responses. We anticipate that the District's administration office will move into City Hall before the first of January 2017.

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR'S AGENDA ITEM NO. D-4**

Meeting Date: November 7, 2016

Subject/Title: Receive Update on October's Public Education Events

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Receive update on October's public education events.

PREVIOUS ACTION

SUBJECT BACKGROUND

The month of October has been established as Fire Prevention Month. The theme of this year's fire prevention month is "Don't Wait, Check the Date - Replace Your Smoke Alarm Every 10 Years."

The Outreach/Public Education from the month of October were as follows:

<u>Engine Based:</u>	6 events reaching 300+ people
<u>Community Based:</u>	5 events reaching 8,800+ people
<u>Open Houses:</u>	4 events reaching 1,400+ people
<u>Community Forums:</u>	13 events reaching 400+ people
<u>Social Media Connections:</u>	130 new followers & 36,587 views

The District can proudly say that we reached over 10,980 people in the month of October, or approximately 10% of the total population of the District.

We wrap up our Fire Prevention Month activities with our Chief for a Day on Friday, November 11th. Chief Jessie's special day will include meeting with local, state and federal dignitaries; attending two community events; and spending time with our firefighters.

BOARD OF DIRECTORS AGENDA ITEM NO. D.5

Meeting Date: November 7, 2016

Subject/Title: Discuss Canceling the December 5 Board of Directors Meeting

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Discuss canceling the December 5 Board of Directors meeting.

PREVIOUS ACTION

At the October 3 Board of Directors meeting, Vice President Bell requested a future agenda item to cancel the December 5 Board of Directors meeting. The Board requested this item be brought to tonight's meeting.

SUBJECT BACKGROUND

December meetings typically have had light agendas.

BOARD OF DIRECTORS AGENDA ITEM NO. D-6

Meeting Date: November 7, 2016

Subject/Title: Receive Operational Update October 2016

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Receive operational update October 2016

SUBJECT BACKGROUND

This report summarizes District activities for the month of October 2016.

Calls for service:

There were a total of 537 service calls in the month of October, with an average response time of 7:46 minutes. In the month of September the District ran 601 calls with an average response time of 8:09 minutes. In the calendar year of 2015, the District ran 6918 calls for service with an average response time of 7:54 compared to calendar year of 2014, where the District ran 6550 calls for service with an average response time of 7:21.

Calls for Service					
Service Area	2016 - October			2015 Calendar Year	
	Calls	Ave Resp Time	90% Resp Time	Ave Resp Time	90% Resp Time
Brentwood West	158	6:51	9:03	6:19	9:18
Brentwood East	86	7:21	10:03	6:35	9:54
Discovery Bay / Bryon	70	10:34	13:16	9:08	11:48
Oakley	168	6:38	8:55	6:56	9:30
Knightsen	22	8:39	12:01	9:31	13:37
Bethel Island	24	15:18	15:50	13:10	18:18
Marsh Creek / Morgan Ter.	9	8:03	13:56	10:08	14:47

Engine Company Roll Outs		
Engine Company Roll Outs	July	% of Total
52 - ECCFPD	224	32%
59 -ECCFPD	90	13%
93 - ECCFPD	219	31%
94-ECCFPD	136	19%
16 - CAL Fire	22	3%
Auto Aid Received	9	1%
Mutual Aid Received	0	0%
TOTAL	700	100%

Looking at the response times by Areas:

- **Brentwood West** had 158 calls in the month of October with an average response time of 6:51 minutes. In September there were a total of 166 calls with an average response time of 7:44 minutes. In the calendar year of 2015 the area had 1928 calls for service with an average response time of 6:51.
- **Brentwood East** had 86 calls in the month of October with an average response time of 7:34 minutes. In September there were a total of 129 calls with an average response time of 7:34 minutes. In the calendar year of 2015 the area had 1389 calls for service with an average response time of 7:12.
- **Discovery Bay/ Byron** had 70 calls in the month of October with an average response time of 10:34 minutes. In September there were a total of 76 calls with an average response time of 10:03 minutes. In the calendar year of 2015 the area had 860 calls for service with an average response time of 9:35.
- **Oakley** had 168 calls in the month of October with an average response time of 6:38 minutes. In September there were a total of 179 calls with an average response time of 7:13 minutes. In the calendar year of 2015 the area had 1959 calls for service with an average response time of 7:08.
- **Knightsen** had 22 calls in month of October with an average response time of 8:39 minutes. In September there were a total of 10 calls with an average response time of 9:10 minutes. In the calendar year of 2015 the area had 206 calls for service with an average response time of 10:21.
- **Bethel Island** had 24 calls in the month of October with an average response time of 15:18 minutes. In the month September of there were 30 calls with an average response time of 14:34 minutes. In the calendar year of 2015 the area had 378 calls for service with an average response time of 14:15.
- **Marsh Creek/Morgan Territory** had 9 calls in the month of October with an average response time of 8:03 minutes. In September there were a total of 11 calls with an average response time of 10:25 minutes. In the calendar year of 2015 the area had 198 calls for service with an average response time of 10.28.

Auto aid:

In the month of October, District received auto aid from Contra Costa County Fire 9 times, with them sending 12 engines. The District sent auto aid to Contra Costa County Fire 27 times providing them with 30 engines. During the month of September Contra Costa County Fire came into the District 16 times with 18 engines and we responded into Contra Costa County Fire 24 times with 29 engines.

<i>Automatic Aid with Contra Costa County Fire 2016</i>		
<i>Month</i>	<i>Received</i>	<i>Provided</i>
January	12	28
February	12	16
March	17	18
April	5	8
May	19	21
June	17	32
July	14	40
August	9	26
September	16	24
October	9	27
November		
December		
Total	130	240

*In 2015, the District received auto aid from Contra Costa County Fire **373 times** and the District sent auto aid to Contra Costa County Fire a total of **225 times**.*

Major Incidents/ Reduced Responses and Mutual Aid Requests:

In the month of October, the District responded to 6 structure fires, 12 vegetation fire, 27 vehicle accidents and 3 vehicle accidents with rescue. Due to call volume during the month the District had zero engines available for responses 4 times, which totaled 1:54 hours

Operational Personnel:

The District is currently budgeted for 40 operational personnel, which are comprised of 4 Battalion Chiefs and 36 Station Suppression Personnel. As of November 1, our staffing level is 3 Battalion Chiefs and 37 station suppression personnel.