



# EAST CONTRA COSTA FIRE PROTECTION DISTRICT

## Meeting Minutes Board of Directors Regular Meeting

**Monday November 2, 2015 – 6:30 P.M.**

Meeting Location: 3231 Main Street, Oakley

<b>BOARD OF DIRECTORS</b>		
Greg Cooper Robert Kenny Jonathan Michaelson	Joel Bryant-President Ronald Johansen-Vice President Cheryl Morgan	Randy Pope Stephen Smith Joe Young

**CALL TO ORDER:** (6:30 P.M.)

**PLEDGE OF ALLEGIANCE:** (6:30 P.M.)

**ROLL CALL:** (6:31 P.M.)

Directors Present: Bryant, Cooper, Kenny, Johansen, Michaelson, Pope,  
Smith, Young

Directors Absent: Morgan

**PUBLIC COMMENTS:** (6:31 P.M.)

There were three (3) public speakers – Mark Whitlock, Jessie LaChance Mellan and Hal Brey. Mr. Whitlock provided a letter from Ms. Jean Gearhart for the record.

**CONSENT CALENDAR:** (6:43P.M.)

- C.1** Approve Minutes from October 5, 2015 Regular Board of Directors Meeting
- C.2** Approve the Board of Directors Meeting Schedule for 2016

**Motion by: Director Smith to approve consent item C1 & C2**

**Second by: Director Johansen**

**Vote: Motion carried: 8:0:0**

**Ayes: Bryant, Cooper, Kenny, Johansen, Michaelson, Pope, Smith, Young**

**Noes:**

**Abstained:**

**Absent: Morgan**

**DISCUSSION ITEMS:**

(6:44 P.M.)

- D.1** Receive Report from and Accept Recommendations of Multi-Jurisdictional Task Force to Address Emergency Responses in East Contra Costa County

Fire Chief Henderson and Brentwood City Manager Gus Vina presented this item together, with input from Vince Wells.

There was one (1) public speaker – Sue Higgins

**Motion by: Director Pope to receive the report from and accept recommendations of the Multi-Jurisdictional Task Force to address emergency response in East Contra Costa County, and adopt the associated resolution with two amendments to the: 1) In recommendation 3, replace “District Fire Chief” with “District Board of Directors,” 2) In recommendation 5, clarify that the consultant(s) will be engaged “by the Task Force.”**

**Second by: Director Smith**

**Vote: Motion carried: 6:2:0**

**Ayes: Bryant, Cooper, Johansen, Michaelson, Pope, Smith**

**Noes: Young, Kenny**

**Abstained:**

**Absent: Morgan**

**Motion by: Director Smith to request the Task Force to work with Director Young to review budget information and reflect reconciled budget numbers in any MOU proposed for approval.**

**Second by: Director Pope**

**Vote: Motion carried: 5:3:0**

**Ayes: Bryant, Cooper, Johansen, Pope, Smith**

**Noes: Young, Kenny, Michaelson**

**Abstained:**

**Absent: Morgan**

(8:45 P.M.)

- D.2** Award a Contract to Citygate Associates, LLC to Develop a Standards of Coverage and Headquarter Staffing Master Plan at a Cost Not to Exceed \$64,000.

There were one (1) public speakers – Doug Knowles

**Motion by: Director Michaelson to approve award a Contract to Citygate Associates, LLC to Develop a Standards of Coverage and Headquarter Staffing Master Plan at a Cost Not to Exceed \$64,000**

**Second by: Director Young**

**Vote: Motion carried: 8:0:0**

**Ayes: Bryant, Cooper, Kenny, Johansen, Michaelson, Pope, Smith, Young**

**Noes:**

**Abstained:**

**Absent: Morgan**

(9:05 P.M.)

**D.3** Award a Contract to Bartel Associates, LLC to Perform an Actuarial Valuation of the District's Retiree Health (OPEB) Obligations at a Cost Not to Exceed \$13,600

**Motion by: Director Young to approve award a Contract to Bartel Associates, LLC to Perform an Actuarial Valuation of the District's Retiree Health (OPEB) Obligations at a Cost Not to Exceed \$13,600**

**Second by: Director Smith**

**Vote: Motion carried: 8:0:0**

**Ayes: Bryant, Cooper, Kenny, Johansen, Michaelson, Pope, Smith, Young**

**Noes:**

**Abstained:**

**Absent: Morgan**

(9:15 P.M.)

**D.4** Receive Update on District's Work to Improve Transparency.

Staff is currently working on making improvements to the District website and the staff is also beginning work on several new Board policies.

(9:23 P.M.)

**D.5** Receive Operational Update for October 2015

Chief Henderson gave the Operational Update for October 2015.

There was one (1) public speakers – Jessie LaChance Mellan

**INFORMATIONAL STAFF REPORTS: (9:31 P.M.)**

Chief Henderson gave an update regarding the LAFCO team being in the district on 11/03/2015 @ 9:00 am and additional dates will be needed.

Chief Henderson informed the Board that the December meeting will include a retirement presentation and service awards.

**DIRECTORS' COMMENTS: (9:33 P.M.)**

Director Smith attended a meeting for proposed Safety Sales tax for 2016 Ballot, which may not be realistic until maybe 2018. The Finance Committee gave staff direction to come back to the Committee in December with potential steps for implementing fees for service such as a First Responder / Medical Response Fee, and a fee for responding to traffic accidents, as well as fines for illegal burns etc.

Director Pope asked that future Staff Reports identify budgetary impacts of proposals and information concerning whether proposed costs were already budgeted or will be needed from other sources.

**INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS: (9:38 P.M.)**

**NONE**

**RECESS TO CLOSED SESSION ON THE FOLLOWING MATTERS: (9:38 P.M.)**

1. Conference With Labor Negotiator Pursuant to Government Code Section 54957.6  
Agency Designated Representatives: Fire Chief and Glenn Berkheimer  
Employee Organization: International Association of Fire Fighters, Local 1230
2. Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b)(1)  
Title: Fire Chief

Director Michaelson left the meeting at 10:04 P.M.

**REPORT ON THE CLOSED SESSIONS: (11:18 P.M.)**

Item # 1 – Direction was provided to Staff

Item # 2 – The Board accepted the Fire Chief’s self-assessment of the first quarter and will schedule a mid-year review

**ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: December 7, 2015:  
(11:18 P.M.)**

**Motion by: Director Bryant to adjourn to the next Regular Board Meeting scheduled on November 2, 2015**