



## EAST CONTRA COSTA FIRE PROTECTION DISTRICT

### BOARD OF DIRECTORS

Adam Langro

Carrie Nash

Brian Oftedal  
President

Stephen Smith  
Vice President

Joe Young

### AGENDA

#### Board of Directors Regular Meeting Brentwood City Council Chambers, 150 City Park Way, Brentwood

**Wednesday, March 11, 2020**

**4:00 PM**

Special Start Time - 4:00 p. m.

1. Call to Order
2. Roll Call
3. Workshop
  - 3.a. Workshop on Impact Fee Study and Approve Final Impact Fee Study

[Impact Fee Study Staff Report and Reso \(03-09-2020\).pdf](#)

[Impact Fee Study Draft Report \(03-09-2020\).pdf](#)

- 3.b. Workshop on Potential Benefit Assessment

6:30 p. m. or after the Workshop, whichever is later

4. Pledge of Allegiance  
Girl Scout Troop #33793

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

5. Presentations

- 5.a. Acknowledge the following for life saving event:  
Firefighter Lance Brashier  
Firefighter Cody Whited  
Firefighter Chris Aleksunas  
Engineer Mark Rezac
- 5.b. Acknowledge Bob Mankin and David Piepho for Championing Effort to Improve ECCFPD Revenue
- 5.c. Acknowledge the following as recipients of the Siren Award from Contra Costa County Medical Services:  
Engineer William Scott  
Engineer Kurt Tanner  
Firefighter Dean Miller

6. Public Comment

Members of the public may address subject matters pertaining to District business listed on the Consent Calendar, Closed Session, Future Agenda Items, or items not listed on the agenda. Public comment by each individual speaker shall be limited to three minutes. If you wish to address the Board, please fill out a speaker's card (available on the agenda table) and hand it 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.

7. Consent Calendar

Members of the Board may request that an item under the Consent Calendar be considered separately.

- 7.a. Approve Minutes from February 12, 2020 Board Meeting  
[February 12 2020 Board of Directors Regular Meeting Minutes.pdf](#)
- 7.b. Approve Electronic Signature Policy  
[Staff Report and Resolution - Adoption of Digital Signature Policy.pdf](#)  
[Board Policy No. 201 Electronic Signature Policy.pdf](#)
- 7.c. Waive Requirements of the Procurement Policy and Authorize the Purchase of One New Ford Expedition Vehicle; Dispose of Surplus Honda Minivan  
[Purchase of Ford Excursion Vehicle Staff Report.pdf](#)
- 7.d. Authorize Amendment of Contract with Robert Half/Accountemps to Provide Staff Support Services  
[Robert Half Staff Report.pdf](#)
- 7.e. Authorize Amendment of Contract with Greg Kennedy Enterprises for Clinical Nurse Educator Services  
[Greg Kennedy Staff Report.pdf](#)

8. New Business

- 8.a. Annual Investment Review of Other Post Employment Benefit and Pension Rate Stabilization Trust Funds  
[PARS Staff Report.pdf](#)

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- 8.b. Hold Public Hearing, Waive Second Reading and Adopt User Fee Ordinance  
[Staff Report second reading and public hearing Recommending Amendment of Fire Prevention Services Fee Schedule.pdf](#)  
[User Fee Schedule Ordinance \(03-09-2020\).pdf](#)  
[Ordinance ECCFPD Fire Prevention Services Fees Schedules \(03-09-2020\).pdf](#)  
[Engineering Fee Definitions \(03-09-2020\).pdf](#)  
[Code Enforcement Fee Definitions \(03-09-2020\).pdf](#)
- 8.c. Authorize Fire Chief to Up-staff Battalion Chief Position for Succession Planning Purposes  
[Staff Report - BC Succession Plan.pdf](#)
- 8.d. Authorize Contract with Blackbaud, Inc. for Accounting Software and Services  
[Blackbaud Software Staff Report and Reso..pdf](#)
- 9. Report of the Fire Chief / Informational Staff Reports
  - 9.a. Legislative Update  
[February 2020 Legislative Report.pdf](#)
  - 9.b. Grants Update  
[February 2020 Grants Report.pdf](#)
  - 9.c. "We are Listening" Outreach Update
  - 9.d. Prevention Update  
[February 2020 Prevention Report.pdf](#)  
[Monthly FPO Report.pdf](#)  
[Occupancy Definitions.pdf](#)
  - 9.e. Operations Update  
[February 2020 Operations Report.pdf](#)  
[2020 Update Jump Times Report.pdf](#)
  - 9.f. Public Education Update  
[February 2020 Public Relations Report.pdf](#)
- 10. Closed Session
  - 10.a. Conference With Labor Negotiator Pursuant to Government Code Section 54957.6  
 Agency Designated Representatives: Jerri Kay-Phillips and Regina Rubier  
 Employee Organizations: International Association of Fire Fighters Local 1230
- 11. Board Reports and Requests
- 12. Date and Place of Next Meeting:  
 April 8, 2020  
 6:30 p.m.  
 Brentwood City Hall  
 Council Chambers
- 13. Adjourn

**POSTING STATEMENT**

A copy of this agenda was posted **at the East Contra Costa Fire Protection District Administrative Office, 150 City Park**

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**Way, 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, 150 City Park Way, 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.