



# EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Board of Directors Regular Meeting

**Monday December 5, 2011 – 6:30 P.M.**

Meeting Location: 3231 Main Street, Oakley

<b>BOARD OF DIRECTORS</b>		
Pat Anderson	Kevin Romick - President	Robert Kenny
Steve Barr	Joel R. Bryant	Cheryl Morgan
Robert A. Brockman	Jim Frazier	Erick Stonebarger

## AGENDA

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**Preceded by a Special Closed Session Meeting at 6:00 P.M., 3231 Main Street, Oakley**

**6:00 P.M. – Call to Order and Adjourn to Closed Session on the following matters:**

1. CONFERENCE WITH LABOR NEGOTIATOR  
*pursuant to Government Code Section 54957.6*  
Agency designated representative: Board President and Vice President  
Employee Organizations: International Association of Fire Fighters, Local 1230,  
AFSCME Local 2700, East County Fire Fighters Association (Reserves),  
Unrepresented Management.

**RECONVENE TO OPEN SESSION – 3231 Main Street, Oakley**

Report from closed session (if any)

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

### **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. Please complete and submit a "Public Comment Speaker Card" with the District Clerk.

## **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 November 7, 2011, Regular Board of Directors Meeting.

## **PUBLIC HEARINGS**

Members of the public wishing to address the Board on a listed item shall complete and submit a "Public Comment Speaker Card" with the District Clerk.

## **DISCUSSION ITEMS**

**D.1** Selection of District Board Officers: President, Vice President for the 2012 Calendar Year.

**D.2** Receive Update on the Parcel Tax and Public Outreach.

## **INFORMATIONAL STAFF REPORTS**

**1.** Service calls for November 2011

## **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.

## **ADJOURN TO THE NEXT REGULAR BOARD MEETING SCHEDULED: January 9, 2012**

### **POSTING STATEMENT**

A copy of this agenda was posted **December 2, 2011, 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 less than 72 hours prior to this meeting is 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 November 7, 2011 – 6:30 P.M.**

<b>BOARD OF DIRECTORS</b>		
Pat Anderson	Kevin Romick - President	Robert Kenny
Steve Barr	Joel R. Bryant	Cheryl Morgan
Robert A. Brockman	Jim Frazier	Erick Stonebarger

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**Preceded by a Special Closed Session Meeting at 6:00 P.M., 3231 Main Street, Oakley**

**6:00 P.M. – Call to Order and Adjourn to Closed Session on the following matters:**  
(6:03 P.M.)

1. CONFERENCE WITH LABOR NEGOTIATOR  
*pursuant to Government Code Section 54957.6*  
Agency designated representative: Board President and Vice President  
Employee Organizations: International Association of Fire Fighters, Local 1230, AFSCME  
Local 2700, East County Fire Fighters Association (Reserves), Unrepresented  
Management.

**RECONVENE TO OPEN SESSION – (6:37 P.M.)** 3231 Main Street, Oakley

President Romick reported that during the closed sessions, the Board gave direction to Staff.

**CALL TO ORDER– (6:37 P.M.)** By President Romick

**PLEDGE OF ALLEGIANCE– (6:37 P.M.)** Led by Chief Henderson

**ROLL CALL- (6:38 P.M.)** Directors Present: Barr, Romick, Bryant, Frazier, Kenny, Morgan,  
Stonebarger  
Directors Absent: Anderson, Brockman

**ORGANIZATION OF THE EAST CONTRA COSTA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS- (6:40 P.M.)**

- A.1** Administration of Oath of Office for new Board Director – Brian Helmick, Battalion Chief of East Contra Costa Fire Protection District administered the Oath of Office to Director Morgan.

**PRESENTATIONS- (6:42 P.M.)**

- P.1** Citizen Commendations with the fire on August 4, 2011 - Chief Henderson & President Romick presented Citizen Commendations awarded to Darrin Birk, Jacob Burton & Robert Cook.
- P.2** Firefighter of the Year and Chief Officer of the Year Awards - Chief Henderson & President Romick presented Firefighter of the Year awarded to Captain Craig Auzenne & Chief Officer of the Year awarded to Battalion Chief Jake Gonzalez.
- P.3** Retirement of Paid on Call Assistant Chief Magdaleno”Maggie” Fajardo with 44 years of service.- Chief Henderson & President Romick presented a plaque to Magdaleno Fajardo for 44 years of service.

**PUBLIC COMMENTS- (6:52 P.M.)**

**NONE**

**CONSENT CALENDAR - (6:52 P.M.)**

- C. 1** Approve minutes from October 3,, 2011, Regular Board of Directors Meeting.  
**C. 2** Approve meeting dates for 2012 Regular Board of Directors Meeting

**Motion by: Director Romick to approve Consent Calendar Items; C1 & C2**

**Second by: Director Barr**

**Vote: Motion carried 5:0**

**Ayes: Barr, Bryant, Frazier, Kenny, Morgan**

**Abstained: Romick, Stonebarger**

**Absent: Anderson, Brockman**

**PUBLIC HEARINGS**

**NONE**

**DISCUSSION ITEMS- (6:54 P.M.)**

- D.1** Receive Update on the Parcel Tax and Public Outreach - Staff provided information to the status of outreach planning and reviewed the draft mailer concerning the District's fiscal situation. The board made comments on the mailer and gave direction to staff.

*There were 2 Public Speakers.*

**INFORMATIONAL STAFF REPORTS- (7:03 P.M.)**

1. Service calls for October 2011 - Chief Henderson provided a report.

**DIRECTORS' COMMENTS- (7:05 P.M.)**

**INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS. - (7:05 P.M.)**

**NONE**

**ADJOURN TO THE NEXT REGULAR BOARD MEETING SCHEDULED:** December 5, 2011 by President Romick. - (7:06 P.M.)

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT  
BOARD OF DIRECTOR'S AGENDA ITEM NO. D-1**

**Meeting Date:** December 5, 2011

**Subject/Title:** Selection of District Board officers: President, Vice President for the 2012 Calendar Year.

**Submitted by:** Chief Henderson

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**RECOMMENDATION FOR ACTION**

Request for Board Member nominations and/or volunteers to serve as President and Vice President of the Board for the 2012 Calendar Year.

Adopt a Resolution appointing Director \_\_\_\_\_ as President and Director \_\_\_\_\_ as Vice President of the East Contra Costa Fire Protection District Board of Directors for the 2012 Calendar Year.

**PREVIOUS ACTION**

On February 3, 2010, the Board of Directors adopted Board of Director's Policy 1-3.5 identifying selection of President and Vice President each December for a one year calendar term commencing each January.

On December 6, 2010, the Board of Directors elected and appointed Director Stonebarger as President and Director Romick as Vice President for the 2011 Calendar Year.

On June 6, 2011, President Stonebarger announced that he would be stepping down as the Board President at the end of the meeting.

On July 11, 2011, the Board of Directors elected and appointed Director Romick as President and did not fill the position Vice President for the remainder 2011 Calendar Year.

**SUBJECT BACKGROUND**

Fire Protection District Law, California Health and Safety Code §13853, identifies officers of a fire district board and requires election of officers within 60 days of appointment or election of directors to the board. The officers of a district board are president and vice president.

Duties of the president include presiding officer of the board and representative for the board in public policy matters. Vice president shall exercise duties of the president in the president's absence and assist the president representing the board and determining issues of board interest.

At this time it is appropriate to request nominations and/or volunteers for the appointment of offices of president and vice president for a Calendar Year commencing January 2012.

Attachments:  
Resolution

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT  
BOARD OF DIRECTOR'S RESOLUTION NO. 2011-\_\_\_\_**

**A RESOLUTION OF THE EAST CONTRA COSTA FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS APPOINTING DIRECTOR \_\_\_\_\_ AS  
PRESIDENT AND DIRECTOR \_\_\_\_\_ AS VICE PRESIDENT FOR THE  
2012 CALENDAR YEAR.**

**WHEREAS**, Fire Protection District Law, California Health and Safety Code §13853 (“Code”), identifies officers of a fire district board and requires election of officers within 60 days of appointment or election of directors to the board; and

**WHEREAS**, the Code further identifies the officers of a district board as president and vice president; and

**WHEREAS**, on February 3, 2010, the Board of Directors adopted Board of Director's Policy 1-3.5 identifying selection of President and Vice President each December for a one year calendar term commencing each January; and

**WHEREAS**, the president shall be the presiding officer of the board and representative for the Board in public policy matters; and

**WHEREAS**, the vice president shall assist the president representing the board and determining issues of board interest and exercising the duties of president in the president's absence.

**NOW, THEREFORE BE IT RESOLVED** that the East Contra Costa Fire Protection District does hereby:

1. Appoint Director \_\_\_\_\_ to the office of President of the Board of Directors for calendar year 2012.
2. Appoint Director \_\_\_\_\_ to the office of Vice President of the Board of Directors for calendar year 2012.

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of the East Contra Costa Fire Protection District at a regular meeting held on the 5<sup>th</sup> day of December 2011 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Kevin Romick  
President, Board of Directors

ATTEST:

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Hugh Henderson Fire Chief  
Clerk of the Board



## BOARD OF DIRECTORS AGENDA ITEM NO. D-2

**Meeting Date:** December 5, 2011

**Subject/Title:** Receive Update on the Parcel Tax and Public Outreach

**Submitted by:** Chief Henderson

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### RECOMMENDATION FOR ACTION

Receive Update on the Parcel Tax and Public Outreach

### PREVIOUS ACTION

At the September 12, 2011 Board meeting, the Board agreed to proceed forward with a parcel tax built on 7 station staffing model at \$197.00 per parcel. The Board hired Ehrlich Campaigns to start public education/outreach for the District.

### Update:

The first educational mailer was received by District residents in the third week of November inviting them to the District's Town Hall meetings in the upcoming months. The first seven outreach meetings have been set. Staff and our Consultant are working on the second round of meetings in February and March.

Staff and Legal are starting to work on the draft ballot measure for the Board to review at our January 9, 2012 meeting. To move forward with the ballot measure for a special parcel tax, the Board will need to hold a public hearing in February calling for the election on June 5, 2012.

Staff will be bringing feedback to the Board from the Town Hall meetings to assist the Board with the final ballot measure.

### Public Education/Outreach Schedule

The Consultant has provided the following schedule of public education and outreach activities updated as of December 1, 2011:

#### December

- 12/08/11 Byron MAC
- 12/12/11 Town Hall Meeting - Discovery Bay Elementary, 6:30 PM
- 12/13/11 Town Hall Meeting - Knightsen School, 6:30 PM
- 12/15/11 Town Hall Meeting - Farm Bureau Building, Clayton, 6:30 PM

## January

- 01/15/12 Town Hall Meeting - Oakley Sunday Seniors, 1:00 PM
- 01/16/12 Town Hall Meeting - Oakley City Hall, 6:30 PM
- 01/19/12 Town Hall Meeting - Bethel Island Scout Hall, 6:30 PM
- 01/20/12 Brentwood Kiwanis, 7:30 AM
- 01/28/12 Town Hall Meeting - Brentwood Senior Center, 10:30 AM
  
- Draft mailer piece #2 to Ad-Hoc Committee

## February

- 02/07/12 Delta Soroptomist, Brentwood, 6:00 PM
- TBA Town Hall Meeting - Discovery Bay
- TBA Town Hall Meeting - Brentwood
- TBA Town Hall Meeting - Oakley
  
- Draft mail piece #3 completed and review by Ad-Hoc Committee