



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

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
Meghan Bell
Robert Kenny

Joel Bryant-President
Cheryl Morgan
Brian Oftedal

Randy Pope
Erick Stonebarger
Joe Young

AGENDA

6:30PM – Call to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

ORGANIZATION OF THE EAST CONTRA COSTA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

A.1 Administration of Oath of Office for Director Oftedal, who has been appointed to the Board of Directors by the Oakley City Council

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 September 12, 2016 Regular Board of Directors Meeting

DISCUSSION ITEMS

- D.1 Selection of Board Vice President for the Remainder of 2016 Calendar Year
- D.2 Update on Upcoming Public Education Events and Fire Prevention Month Activities
- D.3 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.

ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: November 7, 2016

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

POSTING STATEMENT

A copy of this agenda was posted **September 30, 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 September 12, 2016 6:30 P.M.

Meeting Location: 3231 Main Street, Oakley

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

Call to Order: (6:30 P.M.)

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

ROLL CALL: (6:32 P.M.)

Directors Present: Barr, Bell, Bryant, Kenny, Johansen, Pope, Young

Directors Absent: Morgan, Stonebarger

PRESENTATION: (6:30 P.M.)

Chief Henderson, President Bryant and the Board of Directors recognized and thanked Vice President Johansen for his service to the community as a member of this Board.

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

There were four (4) Public Speakers – Vince Wells, Mark Whitlock, Kendra Windrix, Mayor Kevin Romick.

CONSENT CALENDAR: (6:47 P.M.)

- C.1** Approve Minutes from August 1, 2016 Regular Board of Directors Meeting
- C.2** Establish Appropriations Limits for Fiscal Year 2016-17

Motion by: Director Young to approve consent items C.1 & C.2

Second by: Director: Bell

Vote: Motion carried: 6:0:1

Ayes: Barr, Bell, Bryant, Kenny, Pope, Young

Noes:

Abstained: Johansen

Absent: Morgan, Stonebarger

PUBLIC HEARING: (6:47 P.M.)

Chief Henderson presented the Fiscal Year 2016-2017 Operating, Development Fee and Other Fund budgets and a public hearing was held.

No public comments were submitted in advance of the hearing.

One (1) public comment was made during the hearing – Gil Guerrero

Motion by: Director Young to Adopt Fiscal Year 2016-2017 Operating, Development Fee and Other Fund Budgets

Second by: Director Barr

Vote: Motion carried: 7:0:0

Ayes: Barr, Bell, Bryant, Kenny, Johansen, Pope, Young

Noes:

Abstained:

Absent: Morgan, Stonebarger

DISCUSSION ITEMS

(7:14 P.M.)

D.1 Adopt Resolution Supporting City of Brentwood and City of Oakley Utility User Tax Ballot Measures and Related Advisory Ballot Measures

There were no (0) Public Speakers

Motion by: Director Young to Adopt Resolution Supporting City of Brentwood and City of Oakley Utility User Tax Ballot Measures and Related Advisory Ballot Measures

Second by: Director Johansen

Vote: Motion carried: 7:0:0

Ayes: Barr, Bell, Bryant, Kenny, Johansen, Pope, Young

Noes:

Abstained:

Absent: Morgan, Stonebarger

(7:26 P.M.)

D.2 Receive Operational Update for August 2016

There were no (0) Public Speakers

INFORMATIONAL STAFF REPORTS: (7:34 P.M.)

Director Bell gave an update on upcoming Public Education Events for September and asks that the directors save the date for the upcoming Heart of Oakley Event on September 17, 2016

DIRECTORS' COMMENTS: (7:37 P.M.)

Director Pope reported that he worked at the Urban Shield event this past weekend, which is a 48-hour continuous emergency disaster training, region wide. He saw that the District's fire boat was used for the training and confirmed that it is being used by Con Fire and is protecting this District as well.

Director Johansen reflected on his service on the Board and the progress made over the years he served, including increased transparency, significant changes in the way the District does business, and entering into a new a contract with the firefighters. He acknowledged the firefighters for agreeing with and understanding the District's financial challenges. He commented on the anniversary of the September 11 attacks and the role played and sacrifices made by firefighters on-scene at the Twin Towers, and by all firefighters throughout their careers. He also recognized the anniversary of the Valley Fire, emphasized the importance of fire and medical emergency response services to the community, and asked the community to support and be an advocate for the District. Last, he thanked the Board members and the community for allowing him to serve on this board.

Director Bryant reported on events in the community that recognized the firefighters and many others that gave their lives responding to the September 11 attacks, and discussed the sacrifices made by firefighters to protect us and the community.

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS: None (7:50 P.M.)

ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: October 3, 2016 (7:50P.M.)

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

Meeting Date: October 3, 2016

Subject/Title: Selection of District Board Officer: Vice President for the Remainder of 2016 Calendar Year

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Request for Board Member nominations and/or volunteers to serve as the Vice President of the Board for the remainder of 2016 Calendar Year.

Adopt a Resolution electing a Vice President of the East Contra Costa Fire Protection District Board of Directors for the remainder of the 2016 Calendar Year.

PREVIOUS ACTION

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

At the January 4, 2016 Board of Directors meeting, the Board of Directors adopted Resolution 2016-1 electing Joel Bryant as Board President and Ronald Johansen as Vice President for calendar year 2016.

SUBJECT BACKGROUND

The Fire Protection District Law, at 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 the District Board are President, Vice President and Secretary/Clerk.

Duties of the President include, but are not limited to, serving as presiding officer of the Board and representative for the Board in public policy matters. The Vice President exercises the duties of the President in the President's absence and assists the President in representing the Board and determining issues of Board interest.

Vice President Johansen's term on the Board ended September 30, 2016, leaving a vacancy in the office of Vice President.

At this time, it is appropriate to request nominations and/or volunteers for election to the office of Vice President for the remainder of the calendar year.

Attachments:
Resolution

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

* * *

RESOLUTION NO. 2016-

**ELECTING DIRECTOR _____ AS VICE PRESIDENT FOR THE
REMAINDER OF 2016 CALENDAR YEAR**

WHEREAS, the Fire Protection District Law at 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, vice president and secretary or clerk; and

WHEREAS, on February 3, 2010, the Board of Directors adopted Board of Directors Policy 1-3.5 providing for selection of President and Vice President each December for a one year term commencing each January, and naming the Fire Chief or his designee as Clerk of the Board; and

WHEREAS, on January 4, 2016, the Board adopted Resolution 2016-1 appointing Director Joel Bryant as President and Director Ronald Johansen as Vice President for the remainder of calendar year 2016; and

WHEREAS, Vice President Johansen’s term on the Board ended September 30, 2016, leaving a vacancy in the office of Vice President.

NOW, THEREFORE BE IT RESOLVED that the East Contra Costa Fire Protection District Board of Directors does hereby elect Director _____ to the office of Vice President of the Board of Directors for the remainder of calendar year 2016.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the East Contra Costa Fire Protection District at a regular meeting held on the 3rd day of October, 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Joel Bryant

President, Board of Directors

ATTEST:

Hugh Henderson
Clerk of the Board

**EAST CONTRA COSTA FIRE PROTECTION DISTRICT
BOARD OF DIRECTOR'S AGENDA ITEM NO. D-2**

Meeting Date: October 3, 2016

Subject/Title: Receive Update on Upcoming Public Education Events and Fire Prevention Month Activities

Submitted by: Hugh Henderson, Fire Chief

RECOMMENDATION FOR ACTION

Receive update on upcoming public education events and fire prevention month activities.

PREVIOUS ACTION

SUBJECT BACKGROUND

The month of October has been established as Fire Prevention Month throughout the United States. 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 Committee has scheduled several events throughout the District, including open houses at all four of our fire stations. The open houses are scheduled as follows:

Sunday, October 9	9 AM to 11 AM at Fire Station 93 in Oakley
Saturday, October 15	9 AM to 11 AM at Fire Station 52 in Brentwood
Sunday, October 16	9 AM to 11 AM at Fire Station 59 in Discovery Bay
Sunday, October 16	1 PM to 3 PM at Fire Station 94 in Knightsen

A new activity included in this year's open houses is the "Fire Chief for a Day" contest/program where one lucky student who lives within the District will win the chance to be the Fire Chief on Friday, November 11, 2016. Students in kindergarten through the eighth grade will be eligible to enter. Some of the activities that will take place on November 11 will include: meeting with city and district officials, attending local Veterans Day ceremonies, and having lunch in a fire station.

To promote the District's open houses and the Chief for a Day contest/program, the District provided flyers to District schools to be sent home with all students in kindergarten through eighth grade. This was coupled with purchasing ads in the local newspaper and postings on social media.

Attachments:

EAST CONTRA COSTA FIRE PROTECTION DISTRICT FIRE DEPARTMENT OPEN HOUSES

**EXPLORE A FIRE ENGINE, HOME SAFETY, TOUR THE STATION,
LEARN MORE ABOUT THE DISTRICT, MEET FIREFIGHTERS
TRY ON FIREFIGHTER GEAR, SEE SMOKEY BEAR & SPARKY
ENTER 'FIRE CHIEF FOR A DAY' CONTEST**

STATION 93

Oakley
530 O'Hara Ave.
9:00am - 11:00am
October 9, 2016

STATION 52

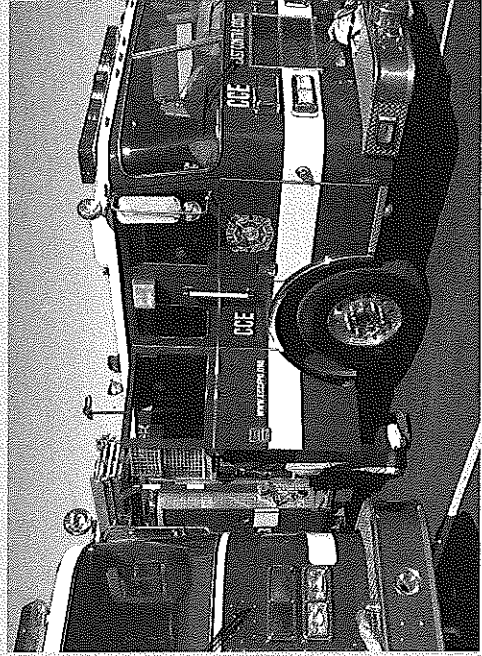
Brentwood
201 John Muir Pkwy
9:00am - 11:00am
October 15, 2016

STATION 59

Discovery Bay
1685 Bixler Road
9:00am - 11:00am
October 16, 2016

STATION 94

Knightsen
15 - A Street
1:00 - 3:00pm
October 16, 2016



East Contra Costa Fire Protection District Station Open House & FIRE CHIEF Contest

East Contra Costa Fire Protection District is inviting **ALL RESIDENTS** to come and visit us during Fire Prevention Week at one of our four Fire Station Open House times. You will get a chance to meet your firefighters, tour the station, try on firefighter gear, create your own exit safety plan for your home, see the inside of an engine, learn more about your Fire District and meet some of our favorite Fire Prevention Heroes! ALL students, between the ages of 5 and 13 who visit one of our four stations DURING one of the Station Open House times and live within our Fire District boundaries may enter to win a chance to be **Fire Chief for a Day**!! If you get selected to be Fire Chief you will run Fire District Headquarters for the day! Fire Chief Activities include (but are not limited to): District ride along in Chief's vehicle, tour of Fire District headquarters, lunch at a fire station, and more!!

To enter you must: visit a station during it's Open House time and **FILL OUT COMPLETELY** the 'Chief for a Day' permission slip (**FORMS WILL ONLY BE AVAILABLE DURING AN OPEN HOUSE EVENT & ONLY ONE ENTRY PER STUDENT**); you must have the signature of your parent/guardian; you must live within our Fire District boundaries (Oakley, Brentwood, Bethel Island, Discovery Bay, Byron, Knightsen, Morgan Territory and Marsh Creek); you must be between the ages of 5yo and 13yo.

Bring the whole family to our Fire Station Open House events! Help us celebrate Fire Prevention

Week in a BIG way!! Station Open House dates, times and locations are:

Station 93 Oakley	Station 52 Brentwood	Station 59 Discovery Bay	Station 94 Knightsen
540 O'Hara Avenue	201 John Muir Pkwy	1685 Bixler Road	15 A Street
9:00am – 11:00am	9:00am – 11:00am	9:00am – 11:00am	1:00 – 3:00pm
October 9, 2016	October 15, 2016	October 16, 2016	October 16, 2016