



Meeting Minutes

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Board of Directors
CANDACE ANDERSEN, CHAIR
JOHN GIOIA
DIANE BURGIS, VICE CHAIR
KEN CARLSON
SHANELLE SCALES-PRESTON

LEWIS BROSHARD, FIRE CHIEF, (925)
941-3300
MONICA NINO, COUNTY ADMINISTRATOR
AND CLERK OF THE BOARD OF
SUPERVISORS, (925) 655-2075

Tuesday, October 7, 2025

1:00 PM

**Administration Building
1025 Escobar Street, Martinez |
<https://cccounty-us.zoom.us/j/89586041575> |
Call in: 888-278-0254 access code 843298#**

1:00 P.M. Convene and call to order

Rollcall

Present	Director Candace Andersen, Director Ken Carlson, Director Shanelle Scales-Preston, and Director Diane Burgis
Absent	Director John Gioia

- 1. CONSIDER CONSENT ITEMS (Items listed as C.1 through C.12 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Director. Items removed from the Consent Calendar will be considered with the Discussion Items.**

Motion:	Carlson
Second:	Scales-Preston
Aye:	Director Scales-Preston, Director Andersen, Director Carlson, and Director Burgis
Result:	Passed

2. DISCUSSION ITEMS

- D.1 CONSIDER accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (Lewis Broschard, Fire Chief)**

[25-4053](#)

Attachments: [FC REPORT - October 7, 2025](#)
[Hospital Transfer of Care Times Charts October - September 2025](#)

Heard the report.

D.2 PUBLIC COMMENT (2 Minutes)

There were no requests to speak at public comment.

3. CONSENT ITEMS

CONSIDER CONSENT ITEMS

A motion was made by Director Carlson, seconded by Director Scales-Preston, to approve the Consent Agenda. The motion carried by the following vote:

Aye: Director Andersen, Director Carlson, Director Scales-Preston, and Director Burgis

Absent: Director Gioia

Result: Passed

- C.1. APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with Reach Air Medical Services, LLC to extend the term through December 31, 2026 for emergency medical and clinical education services, with no change to the payment limit. (100% CCCFPD EMS Transport Fund)** [25-4054](#)

approved

- C.2. APPROVE and AUTHORIZE the Purchasing Agent, to execute, on behalf of the Fire Chief, a purchase order amendment with Bound Tree Medical, LLC, to increase the payment limit by \$175,000 to a new payment limit of \$525,000 for additional pre-hospital emergency medical supplies, equipment, and pharmaceuticals for the period October 1, 2024 through December 31, 2025. (100% CCCFPD General Operating Fund).** [25-4055](#)

approved

- C.3. APPROVE and AUTHORIZE the Purchasing Agent on behalf of the Fire Chief, to execute a purchase order with US Digital Designs, Inc. in an amount not to exceed \$65,000 for a Fire Station Alerting System for the Contra Costa Regional Fire Communications Center. (100% CCCFPD EMS Transport Fund)** [25-4056](#)

approved

- C.4. DECLARE as surplus and AUTHORIZE the Fire Chief, or designee, to dispose of a Type 1 fire engine and APPROVE the donation of the fire engine to the River Delta Fire District in Sacramento County. (No fiscal impact)** [25-4057](#)

approved

- C.5. APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Carahsoft Technology Corp. in an amount not to exceed \$55,500 for the continued use of Google's Cloud Platform and related database, software, and storage services, for the period September 15, 2025** [25-4058](#)

through August 31, 2028. (100% CCCFPD General Operating Fund)

approved

- C.6.** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Contra Costa County Health Services (CCHS), in an amount not to exceed \$2,400,000 to provide dispatching services through the Contra Costa Regional Fire Communications Center for the CCHS Anyone, Anywhere, Anytime Crisis Response Program, for the period June 1, 2025 through May 31, 2028. (100% Measure X through CCHS) [25-4059](#)

approved

- C.7.** DENY claim filed by Quail Lodge [25-4060](#)

approved

- C.8.** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a Training Facility Use Agreement with the Contra Costa Community College District to pay the Contra Costa County Fire Protection District for use of the Fire District Training facility for the period October 1, 2025 through June 30, 2027. (100% Community College District Fees) [25-4061](#)

approved

- C.9.** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with 37signals LLC, in an amount not to exceed \$20,000 to provide project management software for the period October 1, 2025 through September 30, 2028. (100% CCCFPD General Operating Fund) [25-4062](#)

approved

- C.10** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Vertosoft LLC, in an amount not to exceed \$805,000 for expert injury help and care coordination services, for the period October 1, 2025 through September 30, 2028. (100% CCCFPD General Operating Fund) [25-4063](#)

approved

- C.11** AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with Craig DeVinney, MD, to incorporate certain reimbursements with no change to the payment limit and no change to the contract term. (100% CCCFPD EMS Transport Fund) [25-4064](#)

approved

- C.12** DETERMINE that acquiring a used tractor-drawn aerial apparatus for driver training is reasonable and necessary; DECLARE two Type 1 fire engines surplus; and APPROVE and AUTHORIZE the Fire Chief, or designee, to exchange the two Type 1 surplus fire engines for the apparatus, subject to required approvals. (100% CCCFPD General Operating Fund) [25-4220](#)

approved

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, October 13, at 7:00 p.m. at their Administrative Office, 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Directors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Directors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to clerkoftheboard@cob.cccounty.us.

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed: <https://contra-costa.legistar.com/Calendar.aspx>

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308 (the Levine Act), members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (except for contracts exempt from the Levine Act under Government Code section 84308(a)), franchises, discretionary land use permits and other entitlements, if the Board member received, within the previous 12 months, more than \$500 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$500 to a Board member within the previous 12 months are required to disclose that fact for the official record of the

subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

Glossary of Acronyms, Abbreviations, and other Terms

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. For a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings, please visit <https://www.contracosta.ca.gov/8464/Glossary-of-Agenda-Acronyms>.