



Meeting Minutes

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Board of Directors

FEDERAL D. GLOVER, CHAIR

CANDACE ANDERSEN, VICE CHAIR

JOHN GIOIA

DIANE BURGIS

KEN CARLSON

LEWIS BROSCARD, FIRE CHIEF, (925)

941-3300

MONICA NINO, COUNTY ADMINISTRATOR

AND CLERK OF THE BOARD OF

SUPERVISORS, (925) 655-2075

Tuesday, November 5, 2024

1:00 PM

Board Chambers 1025 Escobar Street,
Martinez |

<https://cccounty-us.zoom.us/j/87344719204> |

Call in: 888-278-0254 access code 843298#

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

Called to order at 2:55 p.m. Adjourned at 3:50 p.m.

Present

Director John Gioia, Director Candace Andersen, Director
Diane Burgis, and Director Ken Carlson

Absent

Director Federal D. Glover

1. **CONSIDER CONSENT ITEMS (Items listed as C.1 through C.17 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:

Burgis

Second:

Carlson

Aye:

**Director Gioia, Director Andersen, Director Burgis, and
Director Carlson**

Absent:

Director Glover

Result:

Passed

2. PRESENTATIONS

PR.1 PRESENTATION recognizing Fire Engineer Theresa Watkins as the Contra Costa Fire Protection District 2024 Firefighter of the Year.

PR.2 PRESENTATION honoring Battalion Chief Charles Thomas on the occasion of his retirement.

PR.3 PRESENTATION honoring Battalion Chief Gilbert Guerrero on the occasion of his retirement.

3. 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) [24-3631](#)

Attachments: [FC REPORT - November 5, 2024](#)
[Hospital Transfer of Care Times Charts October - September 2024 \(90th perc.\)\(Section M.5\)](#)

Motion: Gioia
Second: Carlson
Aye: Director Gioia, Director Andersen, Director Burgis, and Director Carlson
Absent: Director Glover
Result: Passed

D.2 CONSIDER accepting a report on Contra Costa County Fire Protection District’s Health and Wellness program initiatives. (Brian Helmick, Deputy Fire Chief) [24-3632](#)

Attachments: [CON Health and Wellness BOS 11-5-24.pdf](#)

Motion: Burgis
Second: Carlson
Aye: Director Gioia, Director Andersen, Director Burgis, and Director Carlson
Absent: Director Glover
Result: Passed

D.3 PUBLIC COMMENT (2 Minutes)

Vince Wells, President, Local 1230, congratulated Fire Engineer Theresa Watkins on winning the Firefighter of the Year award, Battalion Chief Gilberto Guerrero on his retirement and expressed his appreciation for their excellent service. He expressed his approval and gratitude for the District’s Health and Wellness program initiatives.

4. CONSENT ITEMS

Contracts

CONSIDER CONSENT ITEMS

A motion was made to approve the Consent Agenda. The motion carried by the following vote:

Aye: Director Gioia, Director Andersen, Director Burgis, and Director Carlson
Absent: Director Glover
Result: Passed

- C.1** APPROVE and AUTHORIZE the Auditor-Controller to issue payment to the State of California Department of Health Care Services, in an amount not to exceed \$9,000,000 for the Public Provider Ground Emergency Medical Transport Intergovernmental Transfer (IGT) for ambulance transports anticipated to be provided by the District during January 2025 through December 2025; and AUTHORIZE the Fire Chief, or designee, to execute and submit the required IGT Certification forms. (100% CCCFPD EMS Transport Fund) [24-3633](#)
- This Consent Item was approved.**
- C.2** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with National Fire Protection Association LiNK®, in the amount of \$1,127, to provide instant access to National Fire Protection Association Codes and Standards, for the period October 15, 2024 through October 31, 2025. (100% CCCFPD General Operating Fund) [24-3634](#)
- approved**
- C.3** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with ChargePoint, Inc., in an amount not to exceed \$25,000 for the management of Electric Vehicle charging stations subscription, for a five-year period beginning the date of execution. (100% CCCFPD General Operating Fund) [24-3635](#)
- approved**
- C.4** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an Agreement for Recovery of Administrative Costs for Implementation and Recovery of Medi-Cal Ground Emergency Medical Transportation payments with the Sacramento Metropolitan Fire District for the term July 1, 2020 through June 30, 2023. (100% EMS Transport Fund) [24-3636](#)
- approved**
- C.5** APPROVE and AUTHORIZE the Fire Chief, or designee to accept a donation of fire rescue equipment, valued at approximately \$16,236, from the Martinez Refining Company (MRC), for distribution to Fire District rescue teams nearest the MRC facility. (No District match) [24-3637](#)
- approved**
- C.6** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with the Moraga-Orinda Fire District, in an amount not to exceed \$210,000 for the provision of firefighter training for the period December 1, 2024 through November 30, 2027. (Cost neutral, no District match) [24-3638](#)
- approved**
- C.7** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with Peterson Power Systems, in an amount not to exceed \$270,000 for the purchase of a Caterpillar C13 PG 400kW Standby Generator set for the new fire communications center. (100%) [24-3639](#)

CCCFPD EMS Transport Fund)

approved

- C.8** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with Bound Tree Medical, LLC, in an amount not to exceed \$350,000, for pre-hospital emergency medical supplies, equipment, and pharmaceuticals for the period October 1, 2024 through December 31, 2025. (100% CCCFPD General Operating Fund) [24-3640](#)

approved

- C.9** APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Fire Chief, to execute a purchase order with Velocity Truck Centers, in an amount not to exceed \$405,000, for a hooklift prime mover vehicle to deliver modular containers for disaster response. (80% Federal, 20% CCCFPD General Operating Fund) [24-3641](#)

approved

- C.10** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with Smartsheet Inc., in an amount not to exceed \$76,000 for project management software, for the period November 1, 2024 through November 30, 2025. (100% CCCFPD General Operating Fund) [24-3642](#)

approved

- C.11** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with International Motor Controls, Inc. in an amount not to exceed \$600,000 for the manufacture and sale of electrical switchgear to ensure uninterrupted backup power to support the new communications center. (100% CCCFPD EMS Transport Fund) [24-3643](#)

approved

Personnel

- C.12** ADOPT Position Adjustment Resolution No. 26340 to add nine Firefighter 56/hour (represented) positions in the Contra Costa County Fire Protection District. (100% CCCFPD General Operating Fund) [24-3644](#)

Attachments: [P300 Add Firefighter positions Signed P300 26340.pdf](#)

adopted

Other Actions

- C.13** ADOPT Resolution No. 2024-11 recognizing Fire Engineer Theresa Watkins as the Contra Costa County Fire Protection District 2024 Firefighter of the Year, as recommended by the Fire Chief. [FPD-RES 2024-11](#)

Attachments: [Resolution 2024-11.pdf](#)

adopted

- C.14** ADOPT Resolution No. 2024-12 honoring Battalion Chief Charles Thomas on the occasion of his retirement from the Contra Costa County Fire Protection District. [FPD-RES 2024-12](#)

Attachments: [Resolution 2024-12.pdf](#)

adopted

- C.15** ADOPT Resolution No. 2024-13 honoring Battalion Chief Gilbert Guerrero on the occasion of his retirement from the Contra Costa County Fire Protection District. [FPD-RES 2024-13](#)

Attachments: [Resolution 2024-13.pdf](#)

adopted

- C.16** ADOPT the proposed 2025 meeting schedule for the Contra Costa County Fire Protection District Board of Directors, as well as fixing the dates for budget hearings and adoption, as recommended by the County Administrator. [24-3630](#)

Attachments: [2025 Proposed Fire meeting schedule.pdf](#)

approved

- C.17** APPROVE Budget Amendment No. BDA-24-00760 appropriating fund balance of \$1,800,000 for the purchase of County property at 4491 Bixler Road in Byron for use as a Wildland Fire Center. (100% CCCFPD General Fund Balance) [24-3645](#)

Attachments: [Budget Amendment FY 2024-25 - Operating Budget on 11 0 2024 BDA-24-00760](#)

approved

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, December 9, 2024 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.

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www.contracosta.ca.gov

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308, members of the Board of Directors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received, since January 1, 2023, more than \$250 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 Directors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, 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>.