

CONTRA COSTA COUNTY

Administration Building Board Chambers | 1025 Escobar St., Martinez, CA



AGENDA

Tuesday, November 5, 2024

1:00 PM

FIRE PROTECTION DISTRICT

Board of Directors

FEDERAL D. GLOVER, CHAIR

CANDACE ANDERSEN, VICE CHAIR

JOHN GIOIA

DIANE BURGIS

KEN CARLSON

LEWIS BROSCHARD, FIRE CHIEF, (925) 941-3300

***MONICA NINO, COUNTY ADMINISTRATOR AND CLERK OF THE
BOARD OF SUPERVISORS, (925) 655-2075***

The public may attend the Board meeting in person and remotely via call-in or Zoom. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at www.contracosta.ca.gov. Meetings of the Board are closed-captioned in real time.

Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing 888-278-0254 followed by the access code 843298#. A caller should indicate they wish to speak on an agenda item by pushing "#2" on their phone. Persons who wish to address the Board in person should complete the form provided for that purpose. Access via Zoom is also available using the following link: <https://cccounty-us.zoom.us/j/87344719204>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. To provide contact information, please contact Clerk of the Board at clerkoftheboard@cob.cccounty.us or call 925-655-2000. A Spanish language interpreter is available to assist Spanish-speaking callers. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the Board will continue the meeting in person without remote access.

Public comments generally will be limited to two minutes per speaker. In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes. Your patience is appreciated.

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at www.contracosta.ca.gov.

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

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.

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 \(90th perc.\)\(Section M.5\)](#)

- 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](#)

- D.3 PUBLIC COMMENT (2 Minutes)

4. CONSENT ITEMS

Contracts

- 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](#)
- 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](#)
- 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](#)
- 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](#)
- 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](#)
- 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](#)

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- 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% CCCFPD EMS Transport Fund) [24-3639](#)
- 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](#)
- 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](#)
- 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](#)
- 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](#)

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](#)

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](#)
- 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](#)
- 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](#)

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](#)

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 05 2024 BDA-24-00760](#)

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.

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:

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>.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3631

Agenda Date: 11/5/2024

Agenda #: D.1

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Fire Chief's Report - November 5, 2024

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives.

FISCAL IMPACT:

No Fiscal Impact.

BACKGROUND:

At the request of the Contra Costa County Fire Protection District Board of Directors, the Fire Chief is providing a report on the status and progress of the various District initiatives.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not receive the most up-to-date information regarding ongoing Fire District activities and initiatives.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

November 5, 2024

TO: Board of Directors

FROM: Lewis Broschard, Fire Chief

RE: Fire Chief's Report

Operations Section Update

Field Operations

Crews responded to 11 working residential structure fires, three working commercial or multi-family residential structure fires, and three significant vegetation fires in September. There were six working residential structure fires, five working commercial or multi-family structure fires, and four significant vegetation fires in October.

Significant Incidents

Vegetation/Residential Structure Fire, 330 Warren Way, Pittsburg, September 24

On the afternoon of September 24, crews responded to a residential structure fire located at 330 Warren Way in Pittsburg. Responding units reported smoke from a mile away and arrived to find one residence on Warren Way well involved. The fire was spreading to multiple homes to the rear of the involved structure due to the wind and accumulated flammable material. The fire took two alarms and 30 minutes to bring under control. Three homes and an outbuilding sustained damage.



3461 Monroe Ave, Lafayette, October 8

Contra Costa Fire and Moraga Orinda Fire units were dispatched to a reported residential structure fire after neighbors called 911, reporting flames from the roof of a home. Lafayette Engine 15 arrived and reported that the structure was well involved, and a second house was also on fire. A second alarm was called, and crews immediately pulled hose lines to protect the uninvolved structure and initiated fire attack on the involved homes. The homes are extremely close to each other and there is a creek to the rear of the houses, making access difficult. The home that was initially on fire had one occupant who was able to climb through a window before units responded and exited safely. The houses to the left and right were also occupied, and all occupants exited safely. The fire was under control in 45 minutes. The fire investigation concluded the most likely cause was the result of a BBQ used on a wood deck, earlier. There were no injuries.



Vegetation Fire, Highway 4 at Willow Pass Road, September 11

This 62 acre fire saw the first deployment of our contracted firefighting helicopter. The fire was running uphill, and with the wind, towards the top of the hill, and heading towards Bay Point. While fire engines, dozers, and hand crews attacked the flames from the ground, several aircraft, including the District's helicopter, made a number of water and fire retardant drops from the air, preventing the fire from endangering structures.

2518 Manchester Ave., San Pablo, October 20

Commercial structure fire in a two-story apartment building. The fire originated in the kitchen area. In the area of origin, we located a burner in the on position and food in a pan on the stove. The fire appeared to be a cooking fire. Two victims were transported to the hospital and one victim was pronounced deceased at the scene. Engine and

Truck 70 immediately went to work conducting a primary search, fire attack and ventilation. Engine 70 found the first victim less than four minutes after their arrival. The second victim was found five minutes after their arrival and the third victim was found seven minutes after arrival. Fire crews worked rapidly to remove all three victims from the second story apartment. Unfortunately this incident resulted in the death of two occupants.

Emergency Medical Services (EMS) Division

- In September, the District collaborated in hosting a disaster scenario response drill with PG&E, law enforcement, and ambulance transport providers at our Training Campus in Concord. The event was attended by almost 200 PG&E personnel, firefighters, ambulance, and law enforcement personnel.
- A pilot program to strengthen data collection at local hospitals, confirming the time when transfer of patient care occurs between our ambulance crews and hospital personnel, was launched with Sutter Delta Medical Center. The goal of this pilot program is to ultimately adopt a standardized method to time-stamp the transfer of care at receiving hospital facilities.
- We took delivery of 33 new LifePak 15 cardiac monitors to replace those units that have exceeded their 10 year service life. Each monitor costs \$36,000.
- The Nurse Navigation project is in progress with an anticipated implementation date sometime in early January. This will reduce the total number of ambulance transports by offering alternative treatment and transport options for certain non-emergency calls.
- The final quarterly APOT meeting for 2024 with local hospital executives was held on October 30. Facilities shared some of their new procedures to reduce patient offload times pursuant to AB 40 legislation. The Fire Chief emphasized the need to convene this group in person in 2025 to work on real and actual solutions to reduce offload delays together as system providers.
- Ambulance patient offload times appear to show no reduction as compared with the previous 12 months. (Report attached)

Special Operations

- The firefighting helicopter contract will end for the season on November 4. With the hopeful continued support of PG&E, we are planning for a redeployment of this program in May, 2025 for the full duration of the peak fire season. The short 60 days of this program has proven it's worth and overall value in providing a rapid and capable aerial firefighting platform to the county.
- On September 26, an after action review was conducted at the Corteva Agriscience facility in Pittsburg to discuss the events that took place on September 2 when a railcar on the facility was leaking chlorine. Cost recovery efforts are underway for the personnel hours spent on scene, equipment use, consumable items used, and for the replacement of contaminated equipment.
- Eight Fire Hazmat team members attended the Continuing Challenge Hazmat Conference in Sacramento from 9/3 to 9/6 to sharpen their skills for Hazmat response within the county and for their role in our contract with Cal OES.

- Fire Hazmat team members participated in a Joint Hazard Assessment team operation during the Lafayette Art and Wine Festival where they worked with Lafayette PD and other agencies to perform area monitoring for chemical, biological, radiological, and nuclear threats.
- Four District members will be completing Hazmat Specialist school in Richmond in early October (6 week course). They will add to our Hazmat team at the rank of Firefighter.
- Our rescue program members are moving forward to secure a multi-agency grant to replace some of our rescue ropes and hardware with newer, lighter-weight equipment. Con Fire, Rodeo-Hercules, and Richmond Fire are part of this regional grant application.
- The District is preparing and planning to add seven additional Con Fire personnel to obtain the Swiftwater Rescue Technician certification to increase daily staffing of a rescue boat at Fire Station 14 in Martinez to better serve our communities. This addition would bring an additional component to on-the-water rescue capability in the areas between Bay Point and Richmond.

Training

- Quarter 3 Training - Mental and Human Performance - concluded in September focusing on techniques to handle and mitigate the impact of stress on firefighters operating on the fireground and in critical incidents.
- Quarter 4 Training - Disaster Response - This training started in September. This quarter is focused on refresher training for District and operational area policies regarding response to large scale disasters like earthquakes. The District is leading a countywide effort to integrate the national FEMA USAR data collection platform for windshield surveys and search marking into policy with all fire agencies. In the event of a large disaster, this platform will give the command structure a real time picture of what is going on in the field and where priority needs for resources exist.

Advanced Planning Section Update

Fire Prevention Bureau

- The Community Risk Reduction unit started transitioning several fire inspectors from weed abatement to defensible space inspections on September 3rd. The defensible space inspection program will continue during the winter months to focus on education and compliance with defensible space requirements.
- The Lafayette/Walnut Creek Shaded Fuel Break is currently 90% complete for all manual fuel reduction work. The remaining work will need to be completed in late fall and winter months to conduct pile burning and strategic fuel reduction in several sensitive habitat locations. The goat grazing portions will be completed in the Spring of 2025. The RFP process will begin in October to find a contractor to complete this grazing work.

- The Local Hazard Mitigation Plan (LHMP) Annexes and Revisions were completed for the District in collaboration with County OES, to support the County Base Plan.
- The Bureau has launched a new revenue collections program for all inspection invoices unpaid past 90 days. This vendor is currently being used for our ambulance transport program collections processes.
- The Fire Marshal and Deputy Fire Marshal joined the California Fire Chiefs Association newly created Fire Marshal's Section, with Deputy Fire Marshal Steve Aubert appointed as the Northern Branch Director for this section.
- Fire Prevention Week occurred in October, the highlighted event for the month was the District's Open House held on October 19th from 9am-1pm at the Training Campus in Concord. This event showcased Fire Apparatus, REACH Air Ambulance, Crew 12, Con Fire Ambulance, Fire Investigations, Mobile Command Unit, Fire Rescue Boat, the District Recruitment Team, CAL Fire resources, Firewise USA, CERT programs and the California Fire Safe Council. The Open House had a record number of 755 attendees this year.



Health & Wellness

- The Fire Board will receive a report on the District's Health and Wellness program initiatives at their November 5th meeting. Collaboration efforts between Con Fire and various partners, including the Contra Costa County, Chief Associations, and other County partner fire agencies, will be discussed, highlighting the impact of these collaborations on the effectiveness of the health and wellness programs. The presentation will also highlight the District's and County Chief's health and wellness goals and objectives for 2024 and 2025, outlining the targeted initiatives planned for the upcoming years.

Administration Section Update

- Recruitment efforts are underway to fill the vacant Chief of Administrative Services II position. This critical position has not been vacant for over a decade. The Fire District has already received some unsolicited interest and expects to garner a strong pool of finance professionals interested in joining our team. Our

recruitment, outreach and marketing efforts are supported by an external recruiting consultant.

Support Services Division

- New Fire Engines were placed in service in Oakley (2), Antioch, El Sobrante, Pinole, and Walnut Creek. Each of these new engines represents approximately \$1.1 Million in cost for the apparatus plus equipment. These significant investments in our communities are highlighted with “push-in” events at each fire station.
- Fire Investigation Unit (Pittsburg) We are replacing the roof at this former fire station. Once the contractor has completed the work there, they will move to Fire Station 15 in Lafayette and begin replacing the roof on that fire station.
- Fire Station 81 (Antioch) has been remodeled to add a bathroom to the station. The Fire District added a truck company to the station about a year ago, so this was needed to accommodate the added crew.
- Fire Station 85 (Pittsburg) A new driveway has been completed for Fire Station 85. The engine accessed the old driveway using a very small left turn lane when traveling south on Loveridge Road. The engine could not fully fit in this left turn lane, causing it to stick out into traffic, creating a safety hazard. The new driveway is accessed off the side street, through the District's adjacent property parking lot. This provides increased safety for the firefighters and decreases the potential for damage to Engine 85.
- Fire Station 2 (Pleasant Hill) and Fire Station 81(Antioch) both have new emergency generators. These generators were installed as part of a hazard mitigation grant through Cal OES. The generators will provide emergency power, allowing the fire stations to continue to operate during power outages.

New Fire Stations / Major Facilities Construction

- Fire Station 94 (Brentwood) The September 10, 2024 Board of Directors Agenda includes the award of a contract to the successful design build entity to construct Fire Station 94 in Downtown Brentwood. This two story, 3 person, two bay station will take approximately 24 months to construct.
- Fire Station 90 (Brentwood) Fire District leadership continues to work with County Public Works, Real Estate Division, to secure a new site for Fire Station 90.
- Communications Center Remodel (Pleasant Hill) This project has encountered some challenges right from the start. The availability of an emergency generator and switchgear has been a critical path issue. This supply chain issue and lack of clarity is unresolved and could have major impacts to the project. The groundbreaking ceremony was canceled and will be rescheduled at a later date, as a result.

- Fire Station 9 (Pacheco) The bridging documents for Fire Station 9 in Pacheco are well underway. Internal stakeholder meetings have taken place with firefighters who work at Station 9 providing feedback to the design and floor plan. It has been determined that Station 9 will not be able to be occupied during construction. Therefore, early efforts are underway to identify a suitable site for a temporary (24-32 Months) fire station in the Pacheco area. Options include Buchanan Airport Property, County owned vacant land on Pacheco Boulevard or leasing commercially available space.

Communications Division

- The district has begun weekly meetings with the contractor and architect for the pending remodel. The actual physical work is tentatively scheduled to begin the last week of October.
- The district continues to work on GIS improvements with our two internal GIS Analysts and our external GIS consultant. These efforts are focused on aligning boundaries, moving to a parcel address-based routing system for responding units, and preparing for NextGen 911 implementation.
- The district's newly contracted CAD Administrator has been engaged for over two weeks. The CAD Administrator is an experienced CAD professional who has already identified several adjustments that need to be made to the CAD. These adjustments will be implemented in the next few weeks. After which, he will begin his work a complete CAD rebuild.
- The Information Technology team and our IT Consultant continue to work on the District's stand-alone network project with weekly meetings to review the system design, estimated costs and implementation plan.

Rodeo-Hercules FPD Annexation Update

- The public hearing regarding the sphere of influence change is scheduled for November 13, 2024. The reorganization/annexation application public hearing is tentatively scheduled for the December 10, 2024 LAFCO meeting.
- Internal planning process commenced in early October. Monthly planning sessions are scheduled through January when the meeting frequency will then increase to bi-weekly through the annexation effective date.

Public Information Office

- The PIO Office was busy with annual events and highlighting Fire District personnel deployments to large fires in the state and other natural disasters. The office planned and executed the annual 9/11 and Fallen Firefighter Memorial Ceremony at Station 11 in Clayton. It was a collaborative effort with the City of Clayton and VFW Post 1525 to commemorate that tragic day.

- Earlier that morning on Sept. 11th, the office covered the 9/11 Memorial Stair Climb. 2300 Clayton Road, in Concord, hosted and welcomed firefighters and all that wanted to participate in climbing 110 floors, or 2200 steps, in remembrance of the firefighters of FDNY that made that climb on that fateful morning. Those that completed the steps had to walk up and down the 15 floor building staircase 7 ½ times to equal the number of stairs climbed on 9/11.
- Great ShakeOut - October 17 was the 35th anniversary of Loma Prieta. Along with refreshing our Fire Companies on disaster response, we also participated in the Great Shakeout, with several crews visiting local elementary schools to review earthquake safety.



Project Pink Wheels

- With October having an emphasis on cancer prevention our Project Pink Wheels engine was very busy visiting with survivors and participating in several community events throughout the month. The photo below was taken at the Kaiser clinic in Pinole in support of their cancer walk on October 28th. Our thanks to retired Captain Chris Leimpeter, Local 1230, and everyone who makes Project Pink Wheels such a success in the collective fight against cancer!





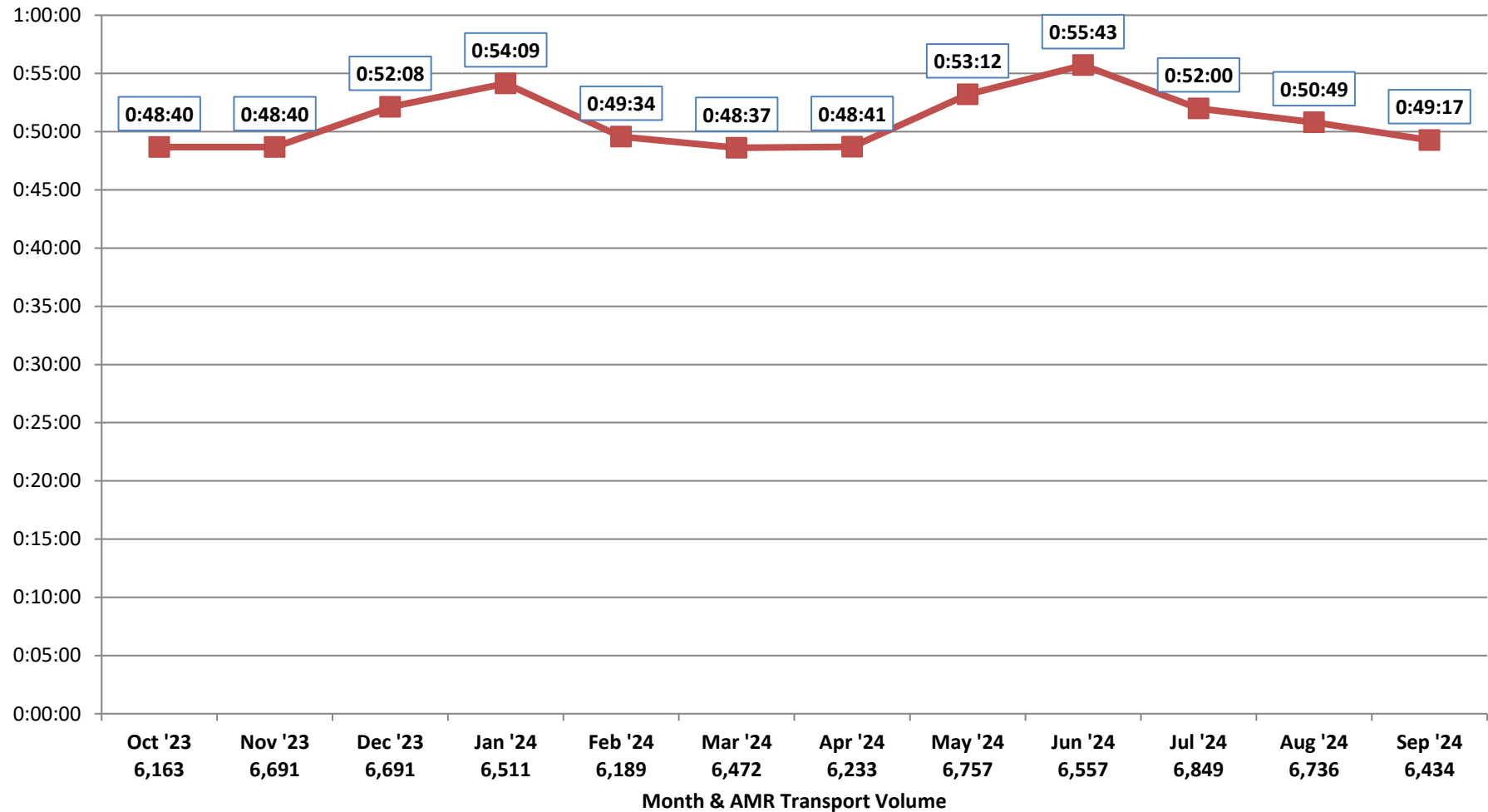
Patient Transfer of Care Times by Facility

90th PERCENTILE OF ALL FACILITIES

October 2023 - September 2024

78,014 Transports (6,501 per Month)

Source: AMR MEDS (ePCR Database)



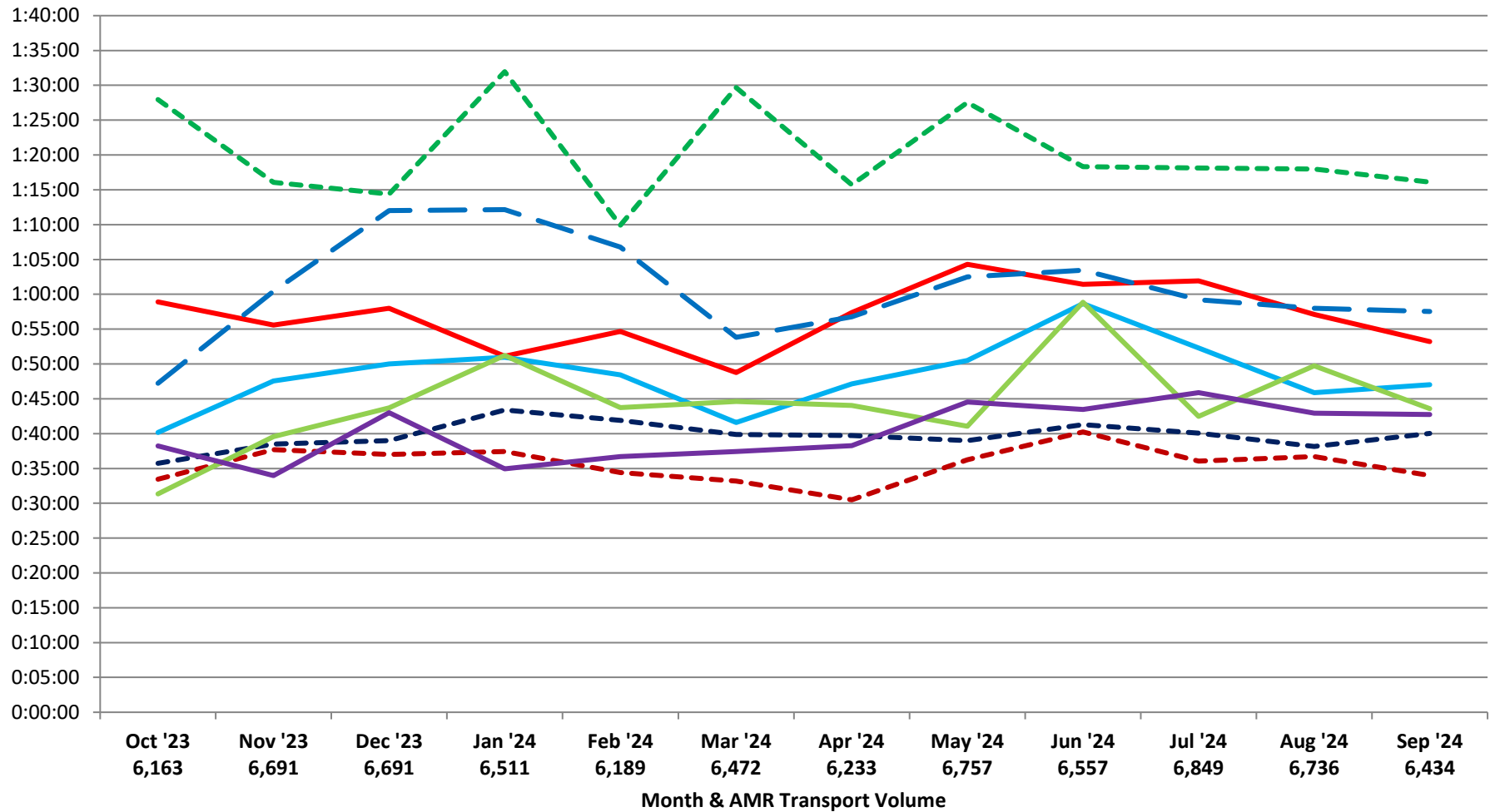


Patient Transfer of Care Times by Facility (90th Percentile)

October 2023 - September 2024

Source: AMR MEDS (ePCR Database)

- - - John Muir - Concord
- John Muir - Walnut Creek
- Kaiser Hospital - Antioch
- Kaiser Hospital - Richmond
- - - Kaiser Hospital - Walnut Creek
- Contra Costa Regional Medical Center
- Sutter Delta Medical Center
- - - PES - Contra Costa Regional Medical Center





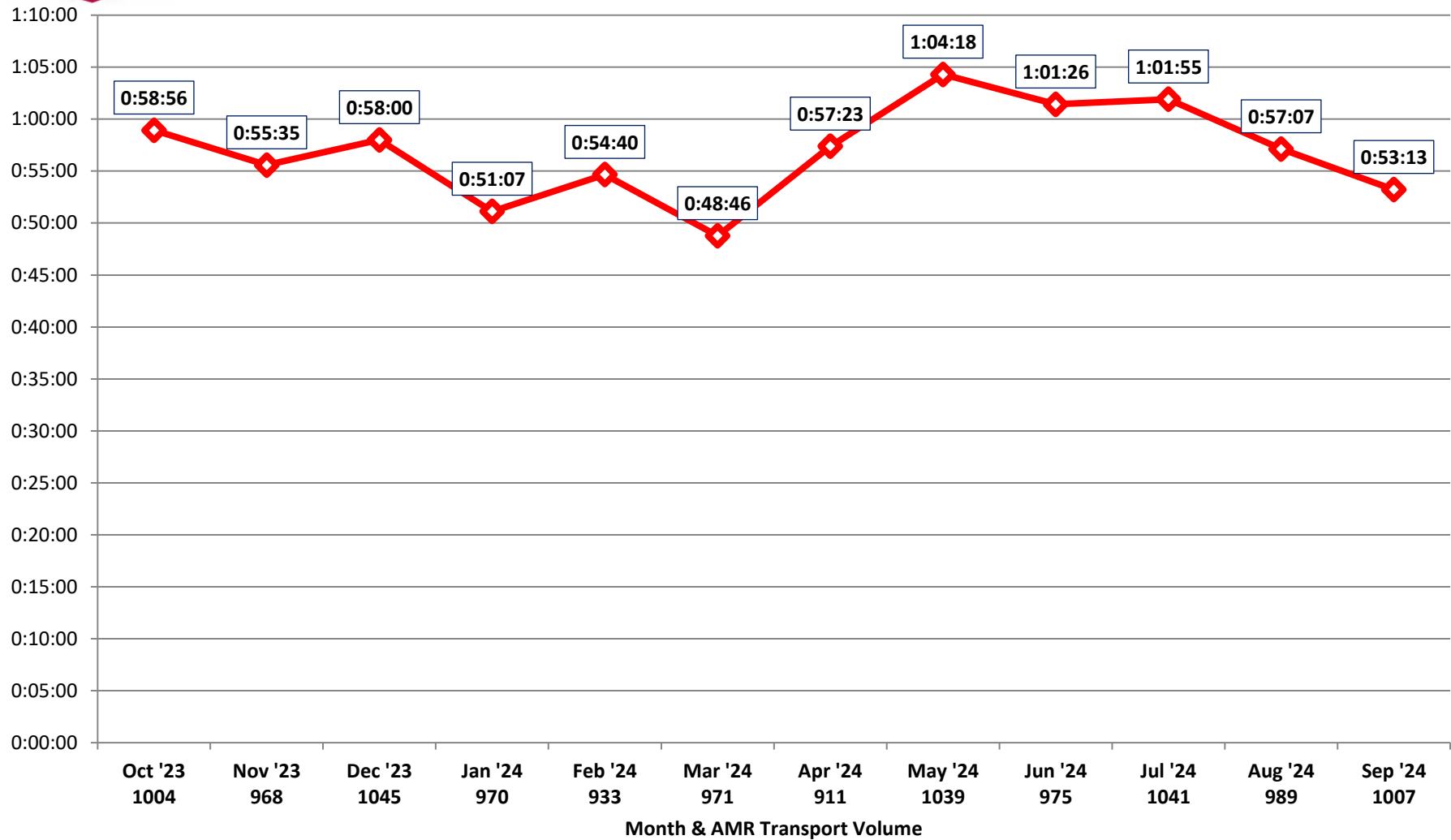
Patient Transfer of Care Times by Facility (90th Percentile)

John Muir - Walnut Creek

October 2023 - September 2024

11,853 Total Transports (988 per Month)

Source: AMR MEDS (ePCR Database)





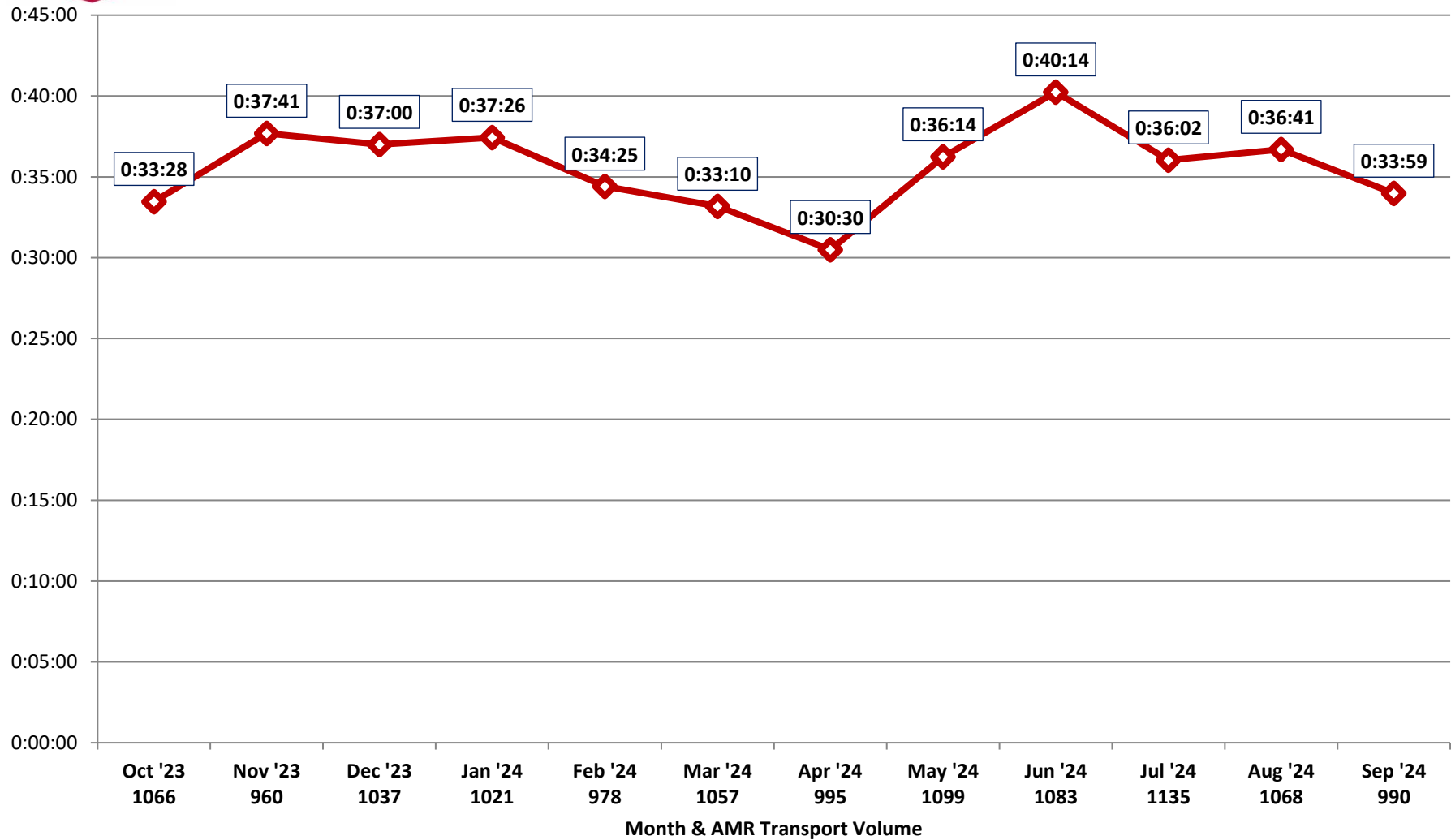
Patient Transfer of Care Times by Facility (90th Percentile)

John Muir - Concord

October 2023 - September 2024

12,489 Total Transports (1041 per Month)

Source: AMR MEDS (ePCR Database)





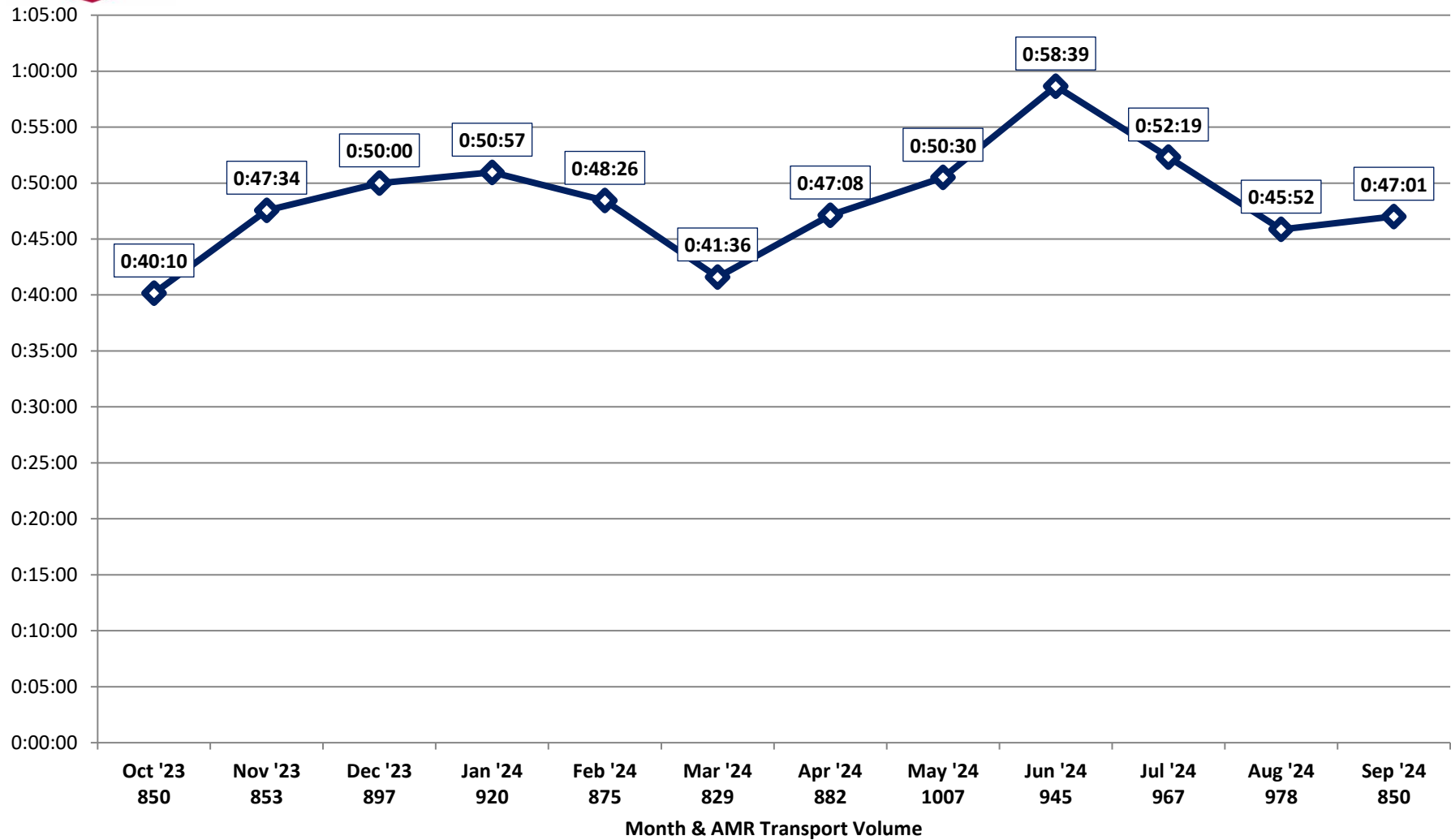
Patient Transfer of Care Times by Facility (90th Percentile)

Kaiser - Antioch

October 2023 - September 2024

10,853 Total Transports (904 per Month)

Source: AMR MEDS (ePCR Database)





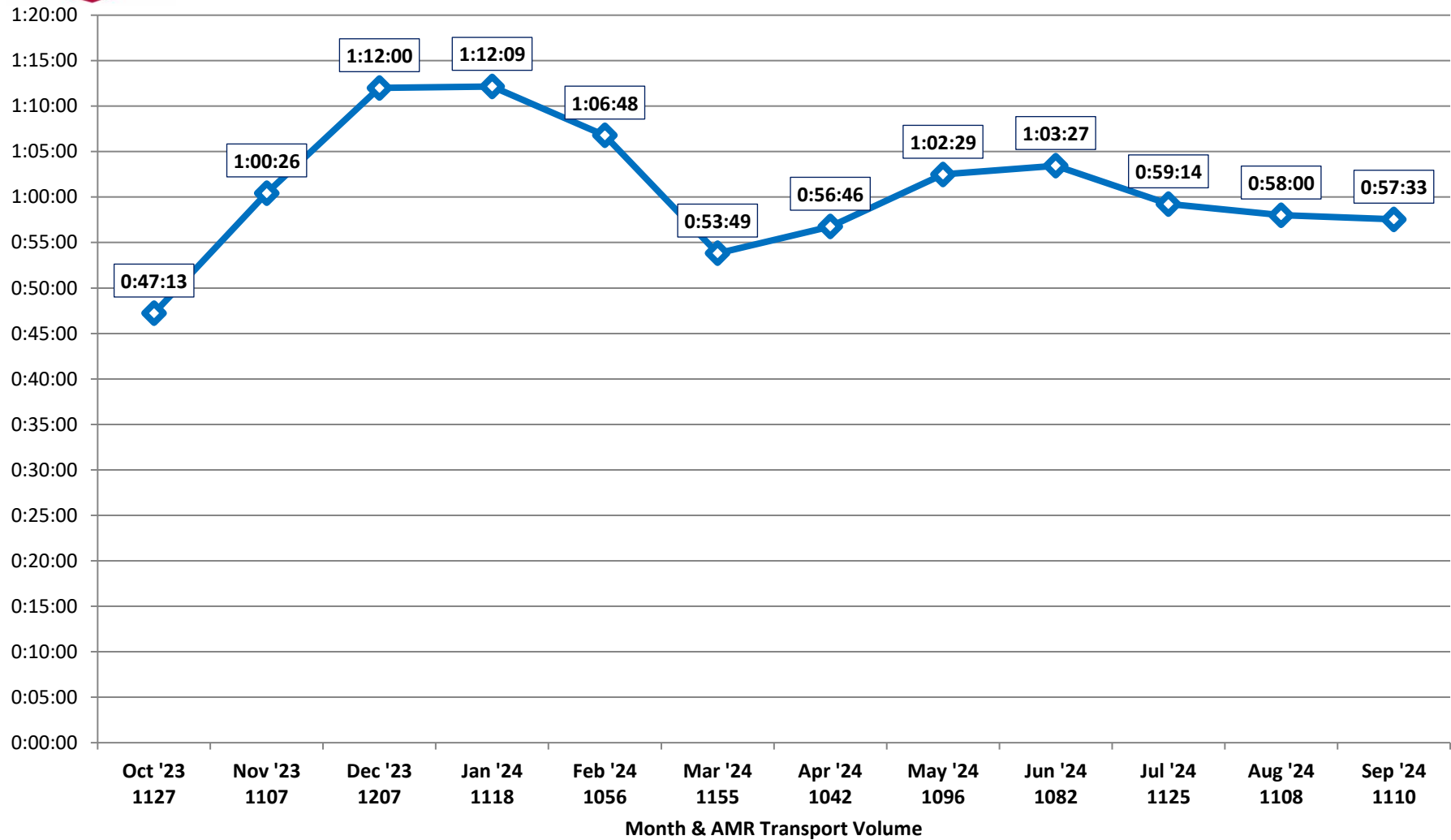
Patient Transfer of Care Times by Facility (90th Percentile)

Kaiser - Richmond

October 2023 - September 2024

13,333 Total Transports (1111 per Month)

Source: AMR MEDS (ePCR Database)





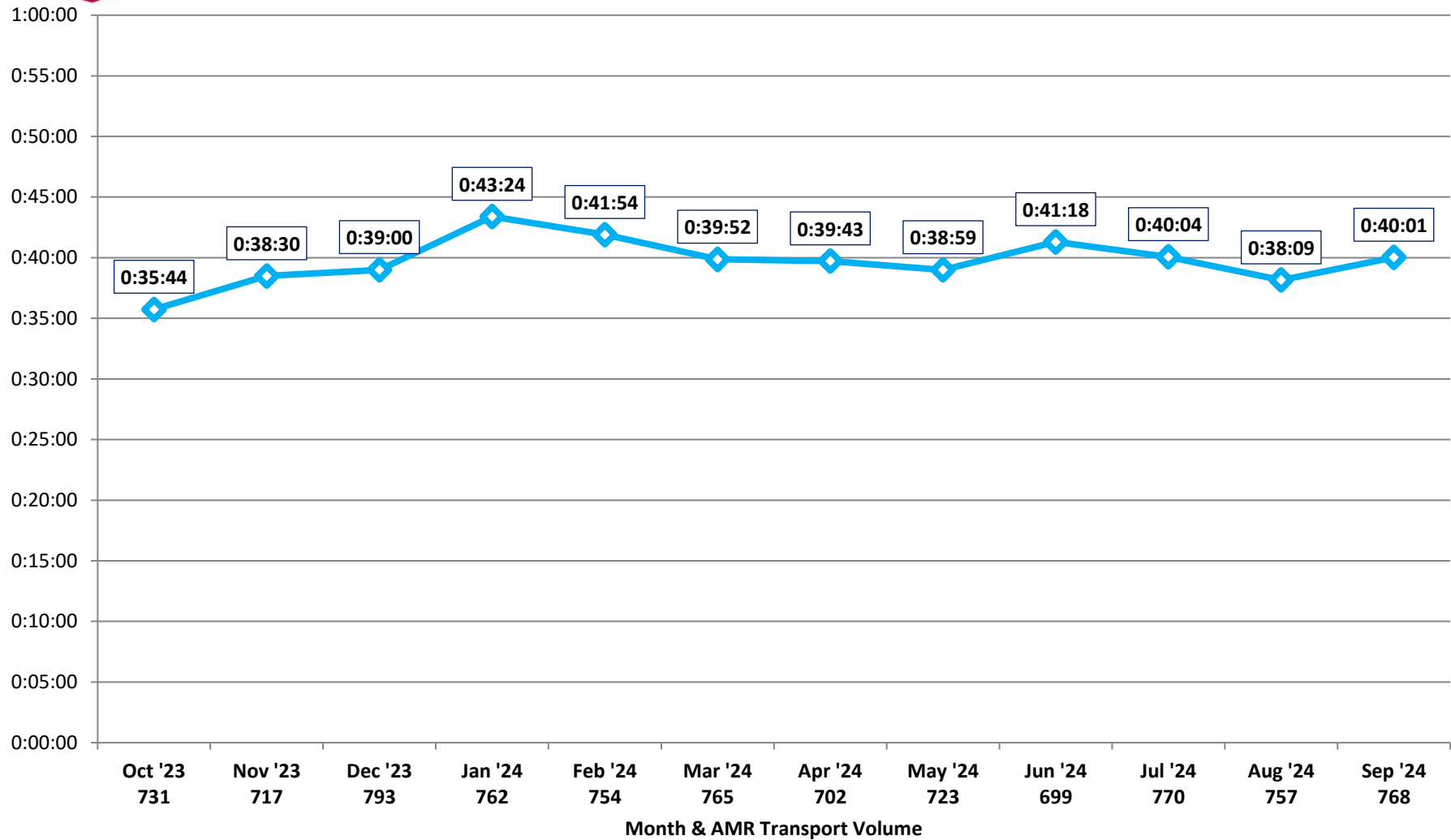
Patient Transfer of Care Times by Facility (90th Percentile)

Kaiser - Walnut Creek

October 2023 - September 2024

8,941 Total Transports (745 per Month)

Source: AMR MEDS (ePCR Database)





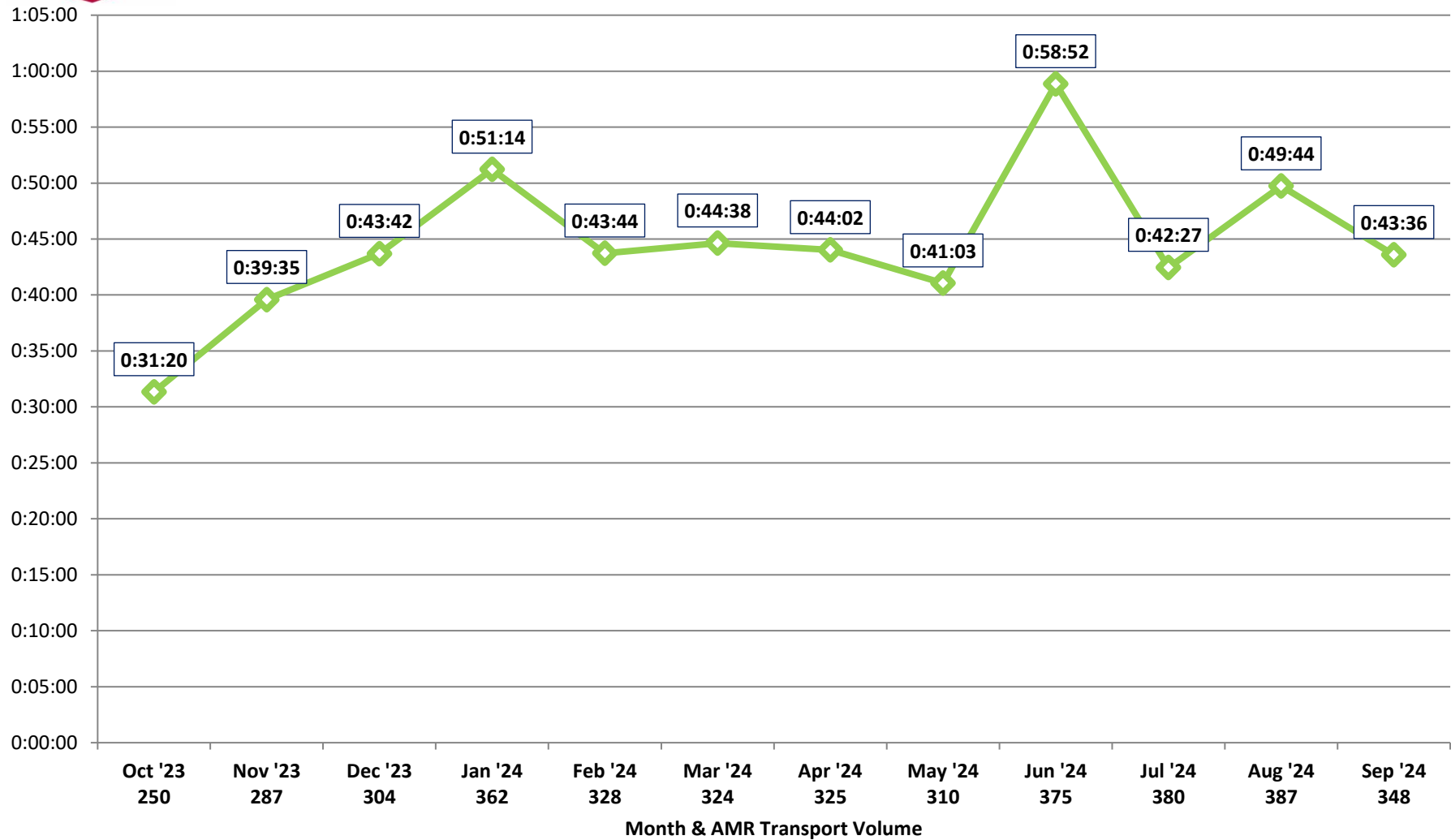
Patient Transfer of Care Times by Facility (90th Percentile)

Contra Costa Regional Medical Center

October 2023 - September 2024

3,980 Total Transports (332 per Month)

Source: AMR MEDS (ePCR Database)





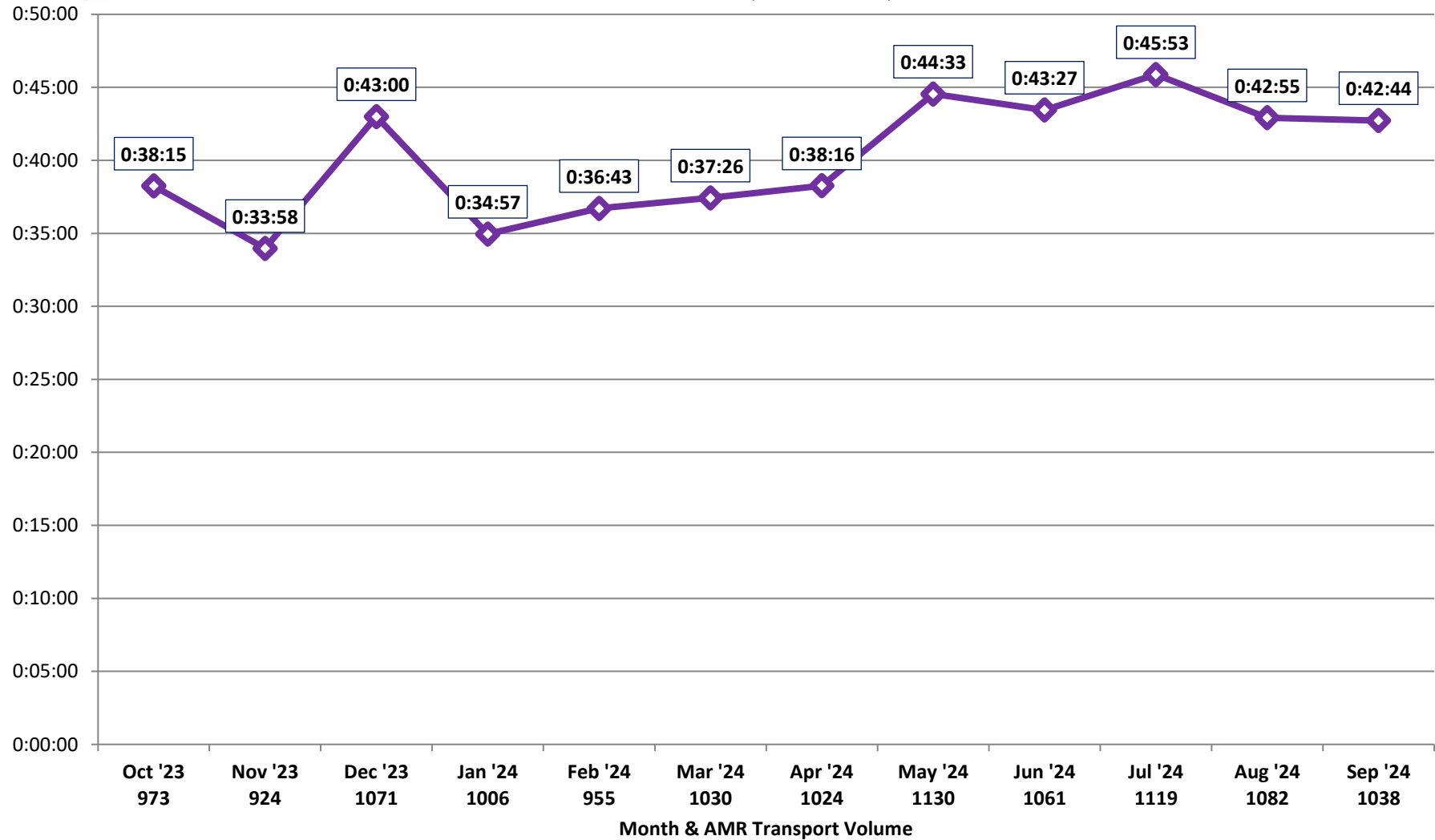
Patient Transfer of Care Times by Facility (90th Percentile)

Sutter Delta Medical Center

October 2023 - September 2024

12,413 Total Transports (1034 per Month)

Source: AMR MEDS (ePCR Database)





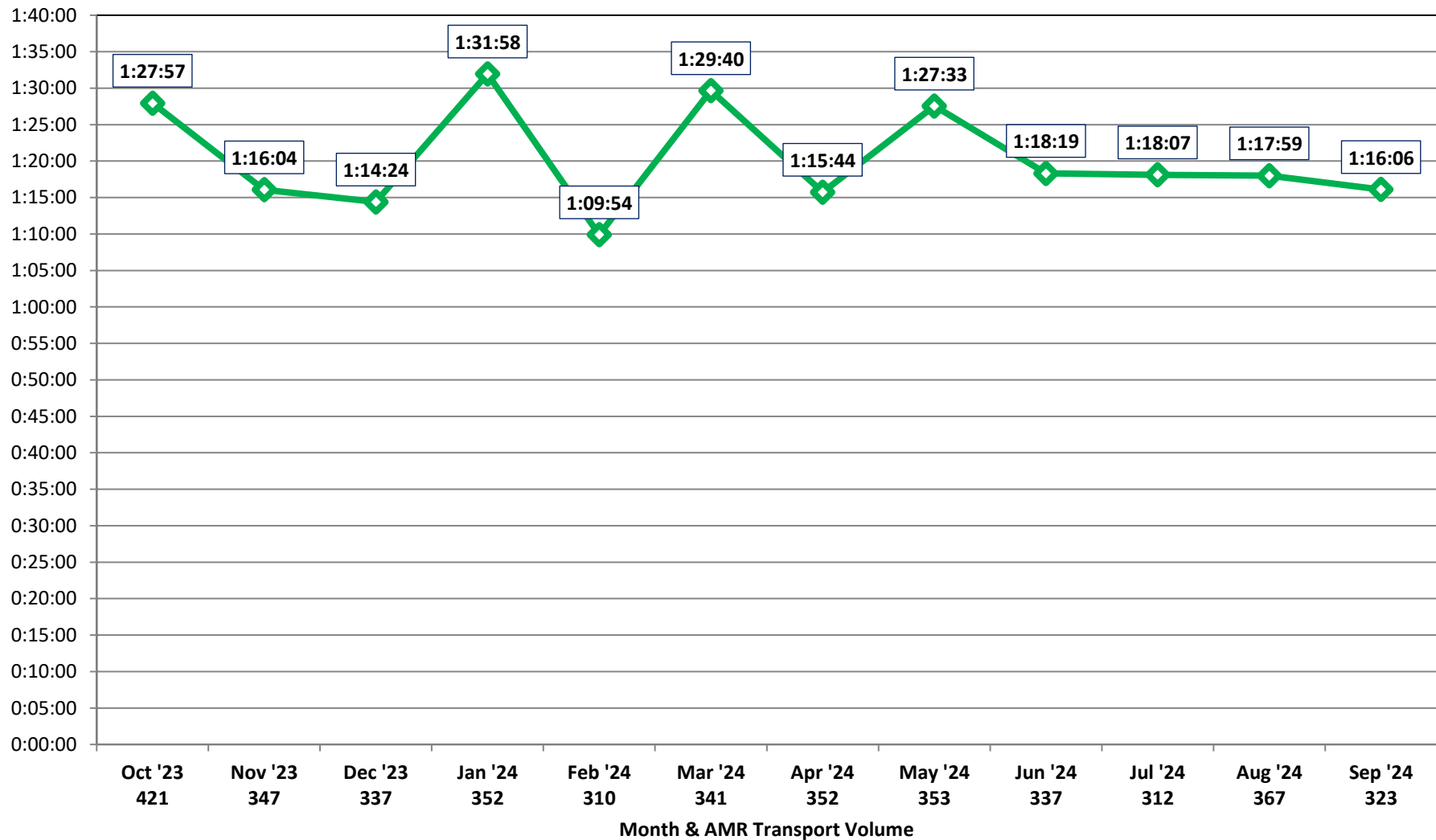
Patient Transfer of Care Times by Facility (90th Percentile)

CCRMC - PES

October 2023 - September 2024

4,152 Total Transports (346 per Month)

Source: AMR MEDS (ePCR Database)





CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3632

Agenda Date: 11/5/2024

Agenda #: D.2

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Contra Costa County Fire Protection District Health and Wellness Program

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

CONSIDER accepting a report on Contra Costa County Fire Protection District's Health and Wellness program initiatives.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The discussion on Contra Costa County Fire Protection District's ("District") Health and Wellness program initiatives will begin with a brief history and overview of the District, emphasizing the importance of health and wellness in the fire service.

Following this introduction, the current problem statement will be defined, outlining the health and wellness challenges fire district personnel face. Relevant statistics and data will highlight the need for effective initiatives. An overview of the District's health and wellness program will be provided, detailing the critical components of the program and their significance in addressing these challenges.

Collaboration efforts between the District and various partners, including the Contra Costa County Fire Chief's Association, and other County partner fire agencies will be discussed, highlighting the impact of these collaborations on the effectiveness of the health and wellness programs. The presentation will also highlight the District's and County Chief's health and wellness goals and objectives for 2024 and 2025, outlining the targeted initiatives planned for the upcoming years.

An open discussion will follow, inviting questions and feedback from board members and allowing discussion of any additional concerns or suggestions.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not receive the most up-to-date information regarding the District's Health and Wellness

program initiatives.



Contra Costa County Fire Protection District Health & Wellness Program



Today's Goal

- **Background**
- **Introduction to Health & Wellness Program and Problem Statement**
- **Con Fire's Health & Wellness Programs and Initiatives**
- **Con Fire and County Fire Chiefs Collaboration**
- **2024/25 Program Goals**
- **Questions**

Background

Our Mission

The Contra Costa County Fire Protection District exists to provide you, your family and our communities with professional services dedicated to the preservation of life, property and the environment.

Health and Wellness Program Mission Statement

To promote the physical, mental, and emotional well-being of all District personnel while fostering compassion, trust, and readiness in service to our community. We are committed to enhancing the longevity and strength of our team by prioritizing health, resilience, and supportive relationships, ensuring our members are equipped to serve with excellence and integrity.

Introduction to Health & Wellness Program / Problem Statement

Problem Statement

PTSD, burnout, physical injuries, substance abuse, compassion fatigue, depression, anxiety, trauma and vicarious trauma, marital/familial problems

The number of firefighter suicides nationwide is estimated to be at least 100 per year. According to the “Ruderman White Paper on Mental Health and Suicide of First Responders,” the suicide rate for firefighters is 18 per 100,000 compared to 13 per 100,000 for the general public.

Goals / Objectives

Increased Productivity

Reduced Healthcare Costs

Reduced Absenteeism

Enhanced Employee Engagement/job satisfaction

Positive Workplace Culture

Con Fire's Health & Wellness Programs/ Initiatives

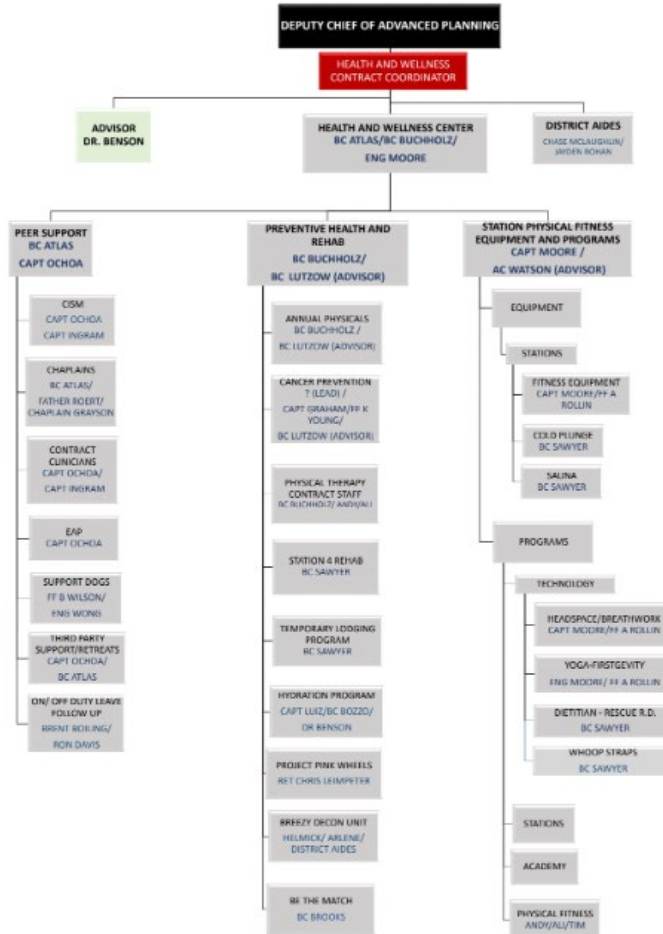
- **The Health & Wellness Center**
- **Peer Support - Mental Health**
- **Preventative Health & Rehabilitation**
- **Fitness Equipment & Programs**



**CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT
HEALTH AND WELLNESS**

DEPUTY CHIEF OF ADVANCED PLANNING

Organizational Chart



Con Fire / County Chiefs Collaboration



Health & Wellness 2024 / 2025 Goals

1. Define and Formalize all Health & Wellness Programs and Services
2. Define Con Fire Specific and County/Regional Programs & Services
3. Define a Sustainable Funding Plan for All Con Fire and Regional Health & Wellness Programs
4. Educate all District and Partner Agencies on Health & Wellness Programs and Services



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3633

Agenda Date: 11/5/2024

Agenda #: C.1

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: PP-GEMT IGT Payment to California Department of Health Care Services for CY 2025

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Auditor-Controller to issue a payment, on behalf of the Fire Chief, to the State of California Department of Health Care Services (DHCS), in an amount not to exceed \$9,000,000, for the Public Provider Ground Emergency Medical Transport Intergovernmental Transfer (PP-GEMT IGT) for ambulance transports provided by the District as estimated during January 2025 through December of 2025; and AUTHORIZE the Fire Chief, or designee, to execute and submit the required IGT Certification Form's each payment period for calendar year 2025.

FISCAL IMPACT:

The payment to the State of California Department of Health Care Services (DHCS) will be offset by the reimbursements from the new supplemental Medi-Cal program for public providers. The District anticipates that for all payments and fees paid to the DHCS, the District's CCCFPD EMS Transport Fund will receive a net annual increase of \$5 million to \$7 million in additional supplemental reimbursements from this program. The fiscal impact is projected to be positive for the District's EMS Transport Fund due to the significant number of Medi-Cal transports within the District's ambulance operating area.

BACKGROUND:

In 2019, Assembly Bill 1705 (AB1705) was passed, and certain sections of the California Welfare and Institutions Code relating to Medi-Cal were amended and added. In accordance with the passage of the bill, the Department of Health Care Services (DHCS) developed the Public Provider Ground Emergency Medical Transport (PP-GEMT) Intergovernmental Transfer Program (IGT) to provide increased reimbursements by application of an add-on increase to emergency medical transports provided by eligible public GEMT providers. The non-federal share collected will be used to provide this add-on increase to the fee-for-services (FFS) fee schedule rate for the affected emergency medical transport billing codes and a rating increment that will be applied to primary capitation rates for contracted Medi-Cal plans. The new legislation requires the nonfederal share of any supplemental reimbursement provided under this program to be derived from voluntary intergovernmental transfers of local funds. Known to us as the "PP-GEMT IGT" program, this program will replace the current Quality Assurance Fee (QAF) and Ground Emergency Medical Transport (GEMT) Medi-Cal supplemental reimbursement programs. The bill requires eligible providers, including the Contra Costa County Fire Protection District, to receive an add-on increase to the associated Medi-Cal fee-for-service and

managed care payments. The District has agreed to provide funding, along with all other public providers, to support the program's financial sustainability for the non-federal share of the program. The District anticipates the need to provide intergovernmental transfers to the state of approximately \$9 million annually, which is currently scheduled to be paid in four installments during the calendar year 2025. The District anticipates total revenue from the program and the revised Medi-Cal reimbursements to be approximately \$25 million annually, according to estimates provided by the District's contracted medical billing firm. After accounting for the intergovernmental transfers and the dissolution of the QAF and GEMT supplemental reimbursement programs, it is anticipated the District will realize a net increase in total revenue in the range of \$5 million to \$7 million annually from the PP-GEMT IGT program. Contra Costa County Fire Protection District will be billed on the following schedule:

CY 2025 Invoicing Schedule		
CY 2025 Invoice #1	Invoice Packets Sent	12/3/2024
	IGT Certifications Due	1/3/2025
	Payment Due	1/17/2025
CY 2025 Invoice #2	Invoice Packets Sent	3/4/2025
	IGT Certifications Due	4/4/2025
	Payment Due	4/18/2025
CY 2023 FFS Recon	Date of Service	Jan - Dec 2023
CY 2024 MC Recon #1	Date of Service	Jan - Jun 2024
CY 2025 Invoice #3	Invoice Packets Sent	6/3/2025
	IGT Certifications Due	7/4/2025
	Payment Due	7/18/2025
CY 2025 Invoice #4	Invoice Packets Sent	9/2/2025
	IGT Certifications Due	10/3/2025
	Payment Due	10/17/2025
CY 2024 MC Recon #2	Date of Service	Jul - Dec 2024

**Tentative Schedule*

CONSEQUENCE OF NEGATIVE ACTION:

If the payments are not made, the State may withhold supplemental provider payments for ambulance services provided to Medi-Cal recipients.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3634

Agenda Date: 11/5/2024

Agenda #: C.2

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: National Fire Protection Association LiNK® Subscription

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief or designee to enter into a one-year subscription with National Fire Protection Association (NFPA) LiNK®, in the amount of \$1,127, subject to the terms of National Fire Protection Association Link's End User License Agreement, to provide instant access to National Fire Protection Association Codes and Standards, for the period October 15, 2024 through October 31, 2025.

FISCAL IMPACT:

Budgeted. 100% CCCFPD General Operating Fund.

BACKGROUND:

National Fire Protection Association LiNK® is a subscription-based application that delivers National Fire Protection Association codes, standards, and supplementary content. The tool allows users to easily search and navigate content based on real-world scenarios, providing valuable resources to employees for research, training, and operational preparedness.

Key Features Include:

- Online and offline access to National Fire Protection Association Codes & Standards
- Expert Commentary & Visual Aids
- Scenario-based Navigation
- Customizable Content Collections
- Personal Notations and Bookmarks
- Reference Panel
- Information Sharing Capabilities
- Team Collaboration Tools

With the National Fire Protection Association LiNK®, personnel will be better equipped to efficiently curate, share, and apply relevant information critical to the Fire District's work.

National Fire Protection Association Link's End User License Agreement includes a limitation of liability capping National Fire Protection Association's maximum liability at the amount of fees paid in the prior twelve (12) months.

CONSEQUENCE OF NEGATIVE ACTION:

If this subscription agreement is not approved, the District will lack instant access to essential National Fire Protection Association codes and standards. This would hinder the District's ability to research and apply these codes efficiently, especially in field operations, potentially delaying critical decision-making and regulatory compliance.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3635

Agenda Date: 11/5/2024

Agenda #: C.3

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Master Services and Subscription Agreement with ChargePoint, Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a Master Services and Subscription Agreement with ChargePoint, Inc., in an amount not to exceed \$5,000 annually for the management of Electric Vehicle charging stations, for a period of five years from the date of execution.

FISCAL IMPACT:

Budgeted 100% CCCFPD General Operating Fund

BACKGROUND:

The Contra Costa County Fire Protection District (District) has installed electric vehicle (EV) charging stations at multiple District locations. Several of these charging stations are situated in areas where the District intends to allow employees to charge their personal electric vehicles. The District plans to partner with ChargePoint, Inc. to manage and facilitate payment processing for employees' personal EV charging.

The agreement includes provisions for limitation of liability and indemnification from the District to ChargePoint, Inc., and their cellular service carrier(s).

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, The District will be unable to allow ChargePoint EV charging stations for employees' personal use nor establish payment management and processes for such use of District EV charging stations.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3636

Agenda Date: 11/5/2024

Agenda #: C.4

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Agreement for Recovery of Administrative Costs for GEMT Supplemental Reimbursement Payments (July 2020-June 2023)

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an Agreement for Recovery of Administrative Costs for Implementation and Recovery of Ground Emergency Medical Transportation (GEMT) Payments with the Sacramento Metropolitan Fire District for the term July 1, 2020 through June 30, 2023.

FISCAL IMPACT:

The Contra Costa County Fire Protection District (District) will pay the Sacramento Metropolitan Fire District (Metro Fire) the District's share of the State administrative costs. The District's share will be based on the administrative costs per fee-for-service Medi-Cal transport multiplied by the District's number of fee-for-service Medi-Cal transports for the reporting period. Administrative costs are based on the total administrative costs of the State in administering the GEMT Services Supplemental Reimbursement Program divided by the total number of fee-for-service Medi-Cal transports Statewide by all participating transporting agencies in the reporting period. In addition, the District will compensate Metro Fire one percent (1%) of the District's gross State Supplemental Reimbursement of GEMT services for the reporting period.

The specific amount of GEMT supplemental reimbursement the District is eligible to receive for fiscal years 2020-21, 2021-22, and 2022-23 will be determined at the conclusion of those fiscal years when data is available and cost reports are prepared.

BACKGROUND:

The State Department of Health Care Services (State) administers the Medi-Cal GEMT Supplemental Reimbursement Program. The State has entered into an agreement with Metro Fire for administrative services related to the Medi-Cal GEMT Supplemental Reimbursement Program. The latter agreement is attached to the Agreement for Recovery of Administrative Costs for Implementation and Recovery of GEMT Payments as Exhibit A. The District is required to enter into an agreement to reimburse the State for implementing and administering the Supplemental Reimbursement Program as a condition of receiving supplemental reimbursement pursuant to California Welfare and Institutions Code Section 14105.94 (State Code). Metro Fire has been designated by the State to recover those administrative and implementation costs.

Metro Fire has a standard form for their Agreement for Recovery of Administrative Costs for Implementation

and Recovery of GEMT Payments (Agreement). The Agreements have a three-year term. The term authorized by this Agreement covers the period July 1, 2020 through June 30, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If the District does not enter into this Agreement with Metro Fire, the District will be ineligible to apply for Medi-Cal GEMT Supplemental Reimbursement for fiscal years 2020-21, 2021-22, and 2022-23.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3637

Agenda Date: 11/5/2024

Agenda #: C.5

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Donation of Fire Rescue Equipment from the Martinez Refining Company

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to accept a donation of fire rescue equipment from the Martinez Refining Company, valued at approximately \$16,236, for distribution to the Fire District rescue resource nearest to the Martinez Refining Company refining facility.

FISCAL IMPACT:

The \$16,236 value of the fire rescue equipment will be cost savings for the Fire District. No District match is required.

BACKGROUND:

The Fire District is currently assessing and updating its rescue equipment inventory to replace aging resources. To align with other County rescue agencies that have transitioned to a new, improved type of equipment, the Fire District has decided to adopt this updated equipment model. This will enhance County-wide interoperability and improve the efficiency of the District's operations.

To support this transition, the Martinez Refining Company (MRC) has generously agreed to donate a collection of fire rescue equipment, including rescue rope and associated hardware friction devices, valued at approximately \$16,236. This donation is specifically intended for use by the Fire District rescue team closest to the MRC facility.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Fire District will need to purchase the otherwise donated equipment at an estimated cost of \$16,236 to the District budget.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3638

Agenda Date: 11/5/2024

Agenda #: C.6

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Moraga-Orinda Fire District Training Academy Agreement

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an Agreement with Moraga-Orinda Fire District, in an amount not to exceed \$210,000 for firefighter training effective December 1, 2024, through November 30, 2027.

FISCAL IMPACT:

Moraga-Orinda Fire District (MOFD) will pay Contra Costa County Fire Protection District (CCCFPD) up to \$35,000 per person for up to 2 people, for training during CCCFPD's Firefighter Recruit Academies. The total cost would be up to \$210,000 with the following breakdown: \$35,000 per student x 2 per year x 3 years. This action will be cost neutral since MOFD will reimburse CCCFPD for the associated costs to train the additional recruits from MOFD.

BACKGROUND:

CCCFPD educates and trains newly hired recruit firefighters during a Firefighter Recruit Academy instructional program based on National Fire Protection Association and California State Fire Marshal Firefighter 1 and 2 standards and District specific training. The Academy is designed to develop the recruit firefighter's ability to function under stress and perform as a member of a disciplined company.

CCCFPD has the facility, instructors, equipment, props, and resources necessary to provide Academy training to MOFD personnel. CCCFPD successfully trained MOFD personnel in the previous Academy, which began on January 2024.

The purpose of the Agreement is to permit MOFD employees to be trained during upcoming Academies.

CCCFPD shall indemnify MOFD from CCCFPD's share of liability for damages, injury or death caused by the negligence or willful misconduct of CCCFPD in performance of this Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

MOFD and CCCFPD firefighters work closely together on regional incidents and while providing mutual aid. Allowing newly hired firefighters from both agencies to attend the same Recruit Academy ensures that both agency's firefighters are trained to the same standard and can work together seamlessly. If this action is not approved, recruit training for the MOFD firefighters will not be provided by CCCFPD.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3639

Agenda Date: 11/5/2024

Agenda #: C.7

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Peterson CAT Generator - Communications Center Remodel

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a purchase agreement with Peterson Power Systems for a Caterpillar C13 PG 400kW Standby Generator set to not exceed \$270,000. This purchase will be made through the Fire District's participation in the Sourcewell cooperative procurement program, in accordance with the terms and conditions of the Sourcewell Electrical Energy Power Generation Equipment Contract.

FISCAL IMPACT:

Budgeted: 100% EMS Transport Fund.

BACKGROUND:

The Contra Costa Fire Protection District is embarking on a major project to upgrade Contra Costa Regional Fire Communications Center at 2010 Geary Road in Pleasant Hill. This construction project was awarded separately, and the construction is in progress.

The communications center is vital in coordinating incoming 911 calls to gather information to appropriately dispatch fire and emergency medical services. The coordination and communication among first responders are critical to the safety of staff and the public. The new facility will house advanced technology and equipment necessary for effective dispatch operations. Additionally, the new facility will provide additional dispatcher seating positions, increasing our capacity for increasing demand for services.

A reliable backup power source is essential for maintaining the continuous operation of the communications center during power outages-whether caused by severe weather, equipment failure, or other unforeseen events. An emergency generator is also required for the District's certification as an accredited dispatch center.

Understanding that this type of equipment has long lead times, the Fire District attempted to get ahead by conducting a request for proposal process in early 2024. Unfortunately the RFP process was not successful. Now that building is under construction, it is critical for the District to procure this equipment in a timely manner. The District has been able to identify this generator from suppliers with acceptable delivery times under this cooperative purchasing agreement and is requesting to move forward with the purchase.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Communications Center's construction schedule will be negatively impacted. If this equipment does not arrive on time, the District could be subject to delay claims from the contractor and be responsible for extended general conditions.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3640

Agenda Date: 11/5/2024

Agenda #: C.8

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Blanket Purchase Order for Bound Tree Medical, LLC by way of BuyBoard Cooperative Agreement

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Fire Chief, a blanket purchase order with Bound Tree Medical, LLC, in an amount not to exceed \$350,000, for pre-hospital emergency medical supplies, first aid supplies, equipment, and pharmaceuticals for the period October 1, 2024 through December 31, 2025 using the Interlocal Participation Agreement with the BuyBoard National Purchasing Cooperative.

FISCAL IMPACT:

100% CCCFPD General Operating Fund

BACKGROUND:

The Contra Costa County Fire Protection District (District) strives to provide timely and efficient first responder emergency medical services (EMS) to residents within the District and to persons who visit, do business in, or travel through its jurisdiction.

The spectrum of EMS responses encompasses an emergency response to single and multi-family homes for people suffering from a medical condition, a vehicle accident requiring patient extrication, a complex technical rescue of a person on a remote hillside, a mass casualty incident involving many patients needing immediate care, and more. To successfully carry out our EMS mission, the District must maintain pre-hospital emergency medical supplies, first aid supplies, equipment, and pharmaceuticals. These are necessary components for protecting public health, safety, and the welfare of District residents, businesses, and visitors.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Fire District will not be able to procure the necessary pre-hospital emergency medical supplies, first aid supplies, equipment, and pharmaceuticals within the desired timeframe, which would affect operational efficiency and could potentially disrupt the District's operations. In addition, the District would not be able to use this purchasing cooperative for any purchases, which may result in increased purchase costs.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3641

Agenda Date: 11/5/2024

Agenda #: C.9

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Purchase Order with Velocity Truck Centers for a Hooklift Prime Mover

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

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.

FISCAL IMPACT:

\$323,024 Federal grant funds; balance up to \$81,976 CCCFPD General Fund.

BACKGROUND:

On March 8, 2022, the Contra Costa County Fire Protection District received Board approval to apply for and accept grant funding for four Urban Area Security Initiative (UASI) grant projects. The District was awarded funds to purchase acoustic listening devices, a hooklift prime mover, a large incident support prime mover, and Stanley hydraulic tools. The hooklift prime mover was allocated \$323,024 of the grant funding.

The hooklift prime mover vehicle purchased with these grant funds will be used by the rescue program to deliver modular containers outfitted for disaster/terrorism response.

CONSEQUENCE OF NEGATIVE ACTION:

Without a purchase order, the District will not be able to purchase this grant-funded vehicle.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3642
C.10

Agenda Date: 11/5/2024

Agenda #:

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Blanket Purchase Order with Smartsheet Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent on behalf of the Fire Chief, to execute a blanket purchase order with Smartsheet Inc., in an amount not to exceed \$76,000 for project management software, subject to the terms of Smartsheet’s User Agreement, for the period November 1, 2024 through November 30, 2025.

FISCAL IMPACT:

Budgeted. 100% CCCFPD General Operating Fund.

BACKGROUND:

Smartsheet serves as the enterprise project management solution for the Fire District's Project Managers. This cloud-based platform empowers Fire District staff to efficiently manage and automate workflows, collaborate on projects, and monitor tasks in real-time. By integrating spreadsheet functionality with robust project management and collaboration tools, Smartsheet offers a versatile solution suitable for various teams and initiatives.

Key Benefits of Using Smartsheet:

1. **User-Friendly Interface:** Smartsheet features an intuitive design that resembles a spreadsheet, allowing staff to quickly familiarize themselves with the platform without extensive training.
2. **Enhanced Collaboration:** The platform facilitates real-time collaboration, document sharing, and internal communication, fostering improved teamwork among staff.
3. **Comprehensive Project Management:** Smartsheet provides essential tools for task management, project timelines, resource allocation, and progress tracking, ensuring teams remain organized and on schedule.
4. **Automation Capabilities:** With features such as alerts, reminders, and automated workflows, Smartsheet streamlines repetitive tasks, enhancing overall efficiency.
5. **Customizable Solutions:** Users can adapt sheets, reports, and dashboards to fit their specific workflows

and project requirements, making it a flexible tool for diverse projects.

- 6. Visibility and Reporting:** Smartsheet delivers valuable insights into project status, performance metrics, and key milestones through interactive dashboards and reports, enabling informed decision-making and effective project oversight.

Overall, Smartsheet is a flexible and scalable tool that significantly improves collaboration, efficiency, and project management capabilities for Fire District staff.

Additionally, it is important to note that Smartsheet's User Agreement includes an indemnification provision from the County to Smartsheet, along with a limitation of liability that restricts Smartsheet's liability to the fees paid by the County for services rendered in the twelve months prior to any liability. This purchase is being justified as a sole source acquisition.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase is not approved, Fire District staff will not have a project management tool, which could result in inefficiencies, communication gaps, reduced productivity, and increased project risks.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3643
C.11

Agenda Date: 11/5/2024

Agenda #:

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Purchase Order with International Motor Controls, Inc.

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent to execute a Sole Source Purchase Order, on behalf of the Fire Chief, with International Motor Controls, Inc. in an amount not to exceed \$600,000, including tax, for the manufacture and sale of electrical switchgear to ensure uninterrupted backup power to support the Contra Costa Regional Communications Center remodel project.

FISCAL IMPACT:

Budgeted: 100% CCCFPD EMS Transport Fund.

BACKGROUND:

A new generator will be installed during the construction of the new Contra Costa Regional Communications Center. The permanent power and emergency generator power run through the switchgear, which is a collection of electrical devices that protect, control, and isolate electrical equipment. Most recently, the open market has seen extreme delays with delivery times for custom switch gear. The fire district attempted to get ahead of these lead times by conducting a Request for Proposal (RFP) for equipment in early 2024, but the RFP failed.

Simultaneously, the District received bids for the construction of the communications center and awarded a contract to the lowest bidder. Initially, the district considered a change order for the general contractor to acquire this equipment. But after evaluating the change order, the magnitude for this request was startling, and could result in construction delays and additional costs for extended general conditions.

The construction team went back to the original concept of owner-provided gear. The team identified International Motor Controls, Inc., who can provide semi-custom gear that meets the needs of the projects and can be delivered in a reasonable amount of time. No other vendors who can meet the project's needs on time have been identified, requiring this to be a sole source purchase.

CONSEQUENCE OF NEGATIVE ACTION:

The district will be unable to acquire the electrical switchgear needed for the new communications center. This

could subject the fire district to construction delay claims and costs for extended general conditions.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3644
C.12

Agenda Date: 11/5/2024

Agenda #:

To: Board of Supervisors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Add nine (9) Firefighter 56/hour (represented) positions in the Contra Costa County Fire Protection District

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Position Adjustment Resolution No. 26340 to add nine (9) Firefighter 56/hour (RPWA) (represented) positions at salary plan and grade 4N6 1595 (\$8,497.48 - \$11,387.43) in the Contra Costa County Fire Protection District.

FISCAL IMPACT:

If approved, the fiscal impact will be approximately \$2,415,861 annually (100% Contra Costa County Fire Protection District General Funds).

BACKGROUND:

The District receives specific Measure X funding for the reopening of closed fire stations. The funds for Fire Station 94 in downtown Brentwood have, up through the current fiscal year, been used exclusively to fund the construction of the station. The intention, and direction from the Board of Supervisors, was to convert the annual recurring funds to support operational costs once the cost of construction had been funded. We are at that point of transition with the funding, and as a result, need to add nine (9) positions in order to increase staffing now to allow sufficient positions to be effective with the January, 2025 Firefighter-Recruit academy that starts on December 30, 2024. The position numbers need to be effective in November to move forward with job offers. Once the academy is concluded in May, 2025 these positions would be used to provide staffing of Engine 94 on/about July 1, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

The Fire Protection District will not be able to proactively include recruits in the upcoming academy to ensure adequate staffing of Station 94 when it opens.

POSITION ADJUSTMENT REQUEST

NO. 26340
DATE 10/3/2024

Department CCC Fire Protection District Department No./
Budget Unit No. 7300 Org No. 7300 Agency No. 70
Action Requested: ADOPT Position Adjustment Resolution No. 26340 to add nine (9) Firefighter 56/hour (RPWA) (represented) positions in the Contra Costa County Fire Protection District.

Proposed Effective Date: 11/1/2024

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$2,415,861.30 Net County Cost \$0.00
Total this FY \$1,409,247.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Elizabeth Loud

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

E. Farrell (for Enid Mendoza)

10/11/2024

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 10/16/2024

Add nine (9) Firefighter 56/hour (RPWA) (represented) positions in the Contra Costa County Fire Protection District.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

_____(Date)

Gladys Reid

10/16/2024

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

10/31/2024

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: _____

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

Monica Nino, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. _____

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: FPD-RES 2024-11
C.13

Agenda Date: 11/5/2024

Agenda #:

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: 2024 Firefighter of the Year

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT a Resolution recognizing Fire Engineer Theresa Watkins as the 2024 Firefighter of the Year, as recommended by the Fire Chief.

FISCAL IMPACT:

BACKGROUND:

CONSEQUENCE OF NEGATIVE ACTION:

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF In the matter of recognizing Fire Engineer Theresa Watkins as the Contra Costa County Fire Protection District 2024 Firefighter of the Year;

WHEREAS, Fire Engineer Theresa Watkins' actions, attitudes, and behaviors uphold our core values and demonstrate a high level of commitment to the Fire District, its members, and the communities we serve; and

WHEREAS, Fire Engineer Theresa Watkins has been selected by her peers as the Contra Costa County Fire Protection District 2024 Firefighter of the Year and

WHEREAS, Fire Engineer Theresa Watkins began her fire service career as a Firefighter-EMT with the Rodeo-Hercules Fire District on July 1, 2014, progressing rapidly through the ranks and

WHEREAS, Fire Engineer Theresa Watkins has served with distinction as a Fire Engineer-Paramedic with the Contra Costa County Fire Protection District since her hiring on March 28, 2022, and was promoted to Fire Engineer-Paramedic on June 6, 2024; and

WHEREAS, Fire Engineer Theresa Watkins has demonstrated exceptional leadership and dedication, including her role as a coach for girls' basketball, a firefighting instructor at California State University Maritime Academy, and an active recruiter for women and minorities in the fire service; and

WHEREAS, Fire Engineer Theresa Watkins commitment to mentorship, education, and community involvement reflects her unwavering dedication to the fire service and the development of future firefighters; and

WHEREAS, Fire Engineer Theresa Watkins has a defining moment in her career was her leadership during a critical call, where her quick thinking and medical expertise led to the successful resuscitation of a patient in cardiac arrest, showcasing her exceptional ability to perform under pressure; and

WHEREAS, Fire Engineer Theresa Watkins resilience and determination, especially in overcoming challenges in her youth, serve as an inspiration to her peers and the community; and

NOW, THEREFORE, BE IT RESOLVED: that the Contra Costa County Fire Protection District Board of Directors recognizes, congratulates, and thanks the 2024 Firefighter of the Year, Theresa Watkins.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: FPD-RES 2024-12
C.14

Agenda Date: 11/5/2024

Agenda #:

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Retirement of Battalion Chief Charles Thomas

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT a Resolution honoring Battalion Chief Charles Thomas on the occasion of his retirement from the Contra Costa County Fire Protection District.

FISCAL IMPACT:

BACKGROUND:

CONSEQUENCE OF NEGATIVE ACTION:

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF honoring Charles Thomas, Battalion Chief, upon his retirement from the Contra Costa County Fire Protection District after 34 years of service with Contra Costa County,

WHEREAS, Charles Thomas began his service with Contra Costa County as a Firefighter on May 7, 1990; and

WHEREAS, Charles Thomas was promoted to Fire Captain on April 1, 1999; and

WHEREAS, Charles Thomas was promoted to Battalion Chief on January 1, 2016; and

WHEREAS, Throughout his career, Chief Thomas held various fulfilling roles, including Firefighter, Captain, and Battalion Chief, as well as serving as an EMS instructor and Firefighter Dispatcher, all of which contributed to his service as a public servant; and

WHEREAS, Chief Thomas is proud of his milestones, including the establishment of the firefighter recruitment team, which created a website and traveled throughout California to promote the Contra Costa County Fire Protection District; and

WHEREAS, He has responded to countless emergencies, including delivering a baby over the phone and providing life-saving assistance in vehicle accidents, demonstrating his unwavering commitment to the community; and

WHEREAS, Chief Thomas's dedication to working in the busiest stations allowed him to gain invaluable experience, knowledge, and wisdom, ensuring the safety of his crews and the citizens he served; and

WHEREAS, His impact is reflected in the gratitude expressed by citizens, including a memorable encounter with a former rescue recipient who acknowledged his role in saving their life; and

WHEREAS, Chief Thomas has been a mentor to many, contributing to the professional development of firefighters and engineers seeking to enhance their skills and knowledge; and

WHEREAS, Charles Thomas retired from Contra Costa County Fire Protection District, as Battalion Chief, on

August 1, 2024.

NOW, THEREFORE, BE IT RESOLVED: that the Contra Costa County Fire Protection District Board of Directors extends its thanks and honors Charles Thomas for his dedicated and outstanding service to Contra Costa County and wishes him well on his retirement from the Contra Costa County Fire Protection District and in all his future endeavors.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: FPD-RES 2024-13
C.15

Agenda Date: 11/5/2024

Agenda #:

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Retirement of Battalion Chief Gilbert Guerrero

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT a Resolution honoring Battalion Chief Gilbert Guerrero the occasion of his retirement from the Contra Costa County Fire Protection District.

FISCAL IMPACT:

BACKGROUND:

CONSEQUENCE OF NEGATIVE ACTION:

The Board of Supervisors of Contra Costa County, California

IN THE MATTER OF honoring Gilbert Guerrero, Battalion Chief, upon his retirement from the Contra Costa County Fire Protection District after 28 years of service with Contra Costa County,

WHEREAS, Gilbert Guerrero began his service with Contra Costa County as a Volunteer Firefighter on October 1, 1996; and

WHEREAS, Gilbert Guerrero was hired as a Full-time Regular Firefighter at East Contra Costa County Fire Protection District on September 26, 2002; and

WHEREAS, Gilbert Guerrero was promoted to Fire Engineer on September 1, 2005; and

WHEREAS, Gilbert Guerrero was promoted to Fire Captain on September 1, 2006; and

WHEREAS, Gilbert Guerrero was annexed to Contra Costa County Fire Protection District and promoted to Battalion Chief on July 1, 2022; and

WHEREAS, Battalion Chief Gilbert Guerrero began his career with the Contra Costa County Fire Protection District as a Reserve Firefighter in September 1996; and

WHEREAS, He served as a Career Firefighter with East Diablo Fire starting in September 2002 and subsequently held various ranks, including Firefighter, Engineer, Captain, and Battalion Chief with East Contra Costa; and

WHEREAS, Chief Guerrero has served as a Battalion Chief with Contra Costa Fire, where he has been a dedicated leader mentor; and

WHEREAS, He served fifteen years on the United Professional Firefighters of Contra Costa County Local 1230 Executive Board, with fourteen years as Vice President, advocating for improved working conditions for firefighters and enhanced services for the communities we serve; and

WHEREAS, In his dual role as Battalion Chief and Local 1230 Officer, Chief Guerrero played a pivotal role on the Annexation Team that successfully integrated East Contra Costa Fire into Contra Costa Fire, resolving a

fire service issue that had persisted for over 20 years; and

WHEREAS, As Battalion Chief, he served as Training Chief and oversaw B-Shift for Battalion 5 & 9, demonstrating his commitment to training and development within the fire service; and

WHEREAS, Chief Guerrero's leadership as an Engine Captain resulted in his Engine Company being recognized multiple times by CCCEMS for providing service "above and beyond" expectations; and

WHEREAS, Gilbert Guerrero retired from Contra Costa County Fire Protection District, as Battalion Chief, on October 1, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Fire Protection District Board of Directors extends its thanks and honors Gilbert Guerrero for his dedicated and outstanding service to Contra Costa County and wishes him well on his retirement from the Contra Costa County Fire Protection District and in all his future endeavors.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3630
C.16

Agenda Date: 11/5/2024

Agenda #:

To: Board of Directors

From: Monica Nino, County Administrator

Report Title: Proposed 2025 Meeting Schedule for the Fire Protection District Board of Directors

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT the proposed 2025 meeting schedule for the Contra Costa County Fire Protection District Board of Directors, noting the Annual Budget Hearings and Adoption on April 23 and May 21, respectively. The proposed schedule has been coordinated with the Contra County Board of Supervisors and Housing Authority of Contra Costa Board of Commissioners.

- January 21
- February 4
- March 11
- April 15
- April 28 Budget Hearings
- May 20
- May 20 Budget Adoption
- June 10
- July 8
- August 12
- September 9
- October 7
- November 4
- December 9

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Each year, the Board of Directors adopts a meeting schedule that designates regular meeting dates and any dates on which meetings must be canceled in anticipation that a quorum of the Board will not be present. In order to provide for at least one monthly meeting, the proposed schedule works around those Tuesdays that fall during a week with a District holiday, the fifth Tuesday of a month, and Tuesdays that fall during those weeks

in February, May, July, and November in which the annual policy and legislative meetings of the National Association of Counties (NACo) and the California State of Counties (CSAC) are attended by one or more of our Directors. The proposed meeting schedule provides 12 meetings for Contra Costa County Fire Protection District Board of Directors and has been coordinated with the Contra Costa County Board of Supervisors and the Housing Authority of Contra Costa Board of Commissioners. The proposed meeting schedule recognizes the time demands on the Board members due to their participation on committees, and numerous regional and local legislative bodies and task forces, which require preparation, attendance, and involve travel. There are legal provisions to schedule a special meeting to address any urgent need that cannot be accommodated in the standing meeting schedule.

The 2025 proposed meeting schedule has been prepared in consultation with the incoming Board Chair, the County Administrator, and the Housing Authority Executive Director, and is recommended for the Board's adoption. The County Board of Supervisors has already adopted its meeting schedule, and the Housing Authority will take independent action to adopt its meeting schedule.

CONSEQUENCE OF NEGATIVE ACTION:

The Board will be unable to conduct their meetings for 2025.



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Board of Directors *Proposed* 2025 Meeting Schedule

DATE	ROOM	TIME
January 21	Board Chambers	1:00 p.m.
February 4	Board Chambers	1:00 p.m.
March 11	Board Chambers	1:00 p.m.
April 15	Board Chambers	1:00 p.m.
May 20	Board Chambers	1:00 p.m.
June 10	Board Chambers	1:00 p.m.
July 8	Board Chambers	1:00 p.m.
August 12	Board Chambers	1:00 p.m.
September 9	Board Chambers	1:00 p.m.
October 7	Board Chambers	1:00 p.m.
November 4	Board Chambers	1:00 p.m.
December 9	Board Chambers	1:00 p.m.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3645
C.17

Agenda Date: 11/5/2024

Agenda #:

To: Board of Directors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Budget Amendment for Byron Wildland Fire Center

Recommendation of the County Administrator Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE Budget Amendment No. BDA-24-00760 appropriating fund balance of \$1,800,000 for the purchase of the property from the Probation Department for use as a Wildland Fire Center

FISCAL IMPACT:

The \$1.8 million purchase price will be fully funded by the CCCFPD General Operating Fund balance. Budget Amendment BDA-24-00760 will appropriate fund balance from the CCCFPD General Operating Fund for transfer to a Probation Department capital projects account. As approved by the Board (Item 23-909) at its November 28, 2023, meeting, the Probation Department will use this funding, in conjunction with other funds, for the future demolition of the Old Juvenile Hall building.

BACKGROUND:

At its January 16, 2024, meeting, the Board of Supervisors approved Budget Amendment No. BDA-24-00760 for the purpose of appropriating fund balance for the purchase of County property at 4491 Bixler Road in Byron for use as a Wildland Fire Center. The intent was to transfer the funds to the Probation Department, but that was not completed in that fiscal year. This budget amendment will appropriate funds in the current year so the transaction can be completed.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Fire District will be unable to pay the Probation Department for the purchase of the property.

Budget Amendment: FY 2024-25 - Operating
Budget on 11/05/2024 : BDA-24-00760

Details and Process

For Budget Amendment: FY 2024-25 - Operating Budget on 11/05/2024 : BDA-24-00760
Overall Process Budget Amendment: FY 2024-25 - Operating Budget on 11/05/2024 : BDA-24-00760
Overall Status In Progress
Due Date 10/15/2024

Details

Budget Amendment Budget Amendment: FY 2024-25 - Operating Budget on 11/05/2024 : BDA-24-00760
Company Contra Costa County
Budget Template Operating Budget : FY 2024-25 Operating Budget
Budget FY 2024-25 Operating Budget
Amendment ID BDA-24-00760
Amendment Date 11/05/2024
Description TMP-6628 budget amendment to purchase property at 4491 Bixler Road, Byron for Wildland Fire Center
Amendment Type Appropriation / Estimated Revenue Adjustment
Balanced Amendment Yes
Status In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	Home Organization	*Cost Center	*Fund	Debit Amount	Credit Amount	Memo	Exceptions
FY 2024-25 Year (FY 2024-25 Operating Budget)	9990:APPROPRIATED FUND BAL	7300 CCC FIRE PROTECTION (Home Org)	7300 CCC FIRE PROTECTION	202000 C C C FIRE PROTECTION	\$0.00	\$1,800,000.00	Byron Wildland Fire Center	
FY 2024-25 Year (FY 2024-25 Operating Budget)	5016:TRANSFERS - GOV/GOV	7300 CCC FIRE PROTECTION (Home Org)	7300 CCC FIRE PROTECTION	202000 C C C FIRE PROTECTION	\$1,800,000.00	\$0.00	Byron Wildland Fire Center	

Process

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	10/14/2024 03:12:10 PM	10/15/2024	Elizabeth Patterson	1	
Budget Amendment Event	Review Budget Amendment	Not Required		10/15/2024		0	
Budget Amendment Event	Approval by Department Approver – Budget Amendment	Awaiting Action			Aaron McAlister (Department Approver – Budget Amendment)	2	

Budget Amendment: FY 2024-25 - Operating
 Budget on 11/05/2024 : BDA-24-00760

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
					Lewis Broschard (Department Approver – Budget Amendment)		
Remaining Process Click on the button below to review remaining process details.							