



Meeting Minutes

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

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

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

Tuesday, November 4, 2025

1:00 PM Administration Building 1025 Escobar Street,
Martinez |
<https://cccounty-us.zoom.us/j/89586041575> |
Call in: 888-278-0254 access code 843298#

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

Called to order at 3:00 p.m. Adjourned today's meeting at 3:34 p.m.

Present Director Candace Andersen, Director Diane Burgis, and Director Ken Carlson

Absent Director John Gioia, and Director Shanelle Scales-Preston

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

Motion: Carlson

Second: Burgis

Aye: Director Carlson, Director Burgis, and Director Andersen

Result: Passed

- 2. DISCUSSION ITEMS**

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

[25-4606](#)

Attachments: [FC REPORT - November 4, 2025.pdf](#)

Motion: Carlson

Second: Burgis

Aye: Director Andersen, Director Carlson, and Director Burgis

Result: Passed

- D.2. CONSIDER approving and authorizing the Fire Chief, or designee, to enter into an End User Agreement with Allstar Fire Equipment Co., pursuant to the terms and conditions of a Master Agreement issued by the Houston-Galveston Area Council and the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with Allstar Fire Equipment, Inc. in an amount not to exceed \$5,500,000 for the purchase of emergency rescue breathing apparatus equipment, and approving Budget Amendment No. BDA-25-00160 to appropriate fund balance in the amount of \$5,500,000 for this purchase. (100% CCCFPD Fund Reserve) [25-4607](#)

Attachments: [BDA-25-00160](#)
[SCBA Replacement Report.pdf](#)

Motion: Burgis

Second: Carlson

Aye: Director Andersen, Director Carlson, and Director Burgis

Result: Passed

D.3 PUBLIC COMMENT (2 Minutes)

There were no requests to speak at public comment.

3. ADJOURN in memory of Ken Crawley, Fire Protection District IT Manager

4. CONSENT ITEMS

CONSIDER CONSENT ITEMS

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

Aye: Director Andersen, Director Burgis, and Director Carlson

Absent: Director Gioia, and Director Scales-Preston

Result: Passed

- C.1. APPROVE and AUTHORIZE the Fire Chief or designee to execute a contract with C & J Painting, in an amount not to exceed \$550,000 to provide on-call painting services at various Fire District facilities, for the period November 1, 2025 through October 31, 2028. (100% CCCFPD General Operating Fund) [25-4608](#)

approved

- C.2. APPROVE and AUTHORIZE the Fire Chief or designee to execute a contract with Everbridge, Inc., in an amount not to exceed \$60,500 to continue use of its critical event management platform system for the period September 15, 2025 through December 31, 2030. (100% CCCFPD General Operating Fund) [25-4609](#)

approved

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- C.3.** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Force Readiness, in an amount not to exceed \$10,000 for document sharing software for the period November 1, 2025 through October 31, 2028. (100% CCCFPD General Operating Fund) [25-4610](#)
- approved**
- C.4.** APPROVE and AUTHORIZE the Public Works Director, on behalf of the Fire Chief, to issue a Request for Qualifications and a Request for Proposals for the selection of a Design-Build contractor for Fire Station 9 in Pacheco. (No fiscal impact) [25-4611](#)
- approved**
- C.5.** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with the California Governor's Office of Emergency Services to increase the payment limit by \$100,000 to a new payment limit of \$645,000, with no change to the term, to provide reimbursement of regional hazardous materials response training costs. (100% State) [25-4612](#)
- approved**
- C.6.** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with CPS HR Consulting, in an amount not to exceed \$400,000 for promotional assessments, for the period November 1, 2025 through October 31, 2028. (100% CCCFPD General Operating Fund) [25-4613](#)
- approved**
- C.7.** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Stationwise, Inc., in an amount not to exceed \$550,000, to provide a staffing and scheduling software for the Fire District for the period December 1, 2025 through November 30, 2030. (100% CCCFPD General Operating Fund) [25-4614](#)
- approved**
- C.8.** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with Motorola Solutions, Inc., in an amount not to exceed \$360,000 for the purchase of mobile radios. (100% EMS Transport Fund) [25-4615](#)
- approved**
- C.9.** APPROVE and AUTHORIZE the Fire Chief or Designee to execute a terms of service agreement for a subscription with Starlink in an amount not to exceed \$144,000 for satellite internet services and hardware for use during disasters and other emergency incidents, effective upon District signature through November 3, 2030. (100% CCCFPD General Fund) [25-4630](#)
- approved**
- C.10** APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Adobe Inc., in an amount not to exceed \$4,000 to provide [25-4616](#)
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graphic design software for the Fire District, for the period November 1, 2025 through October 31, 2027. (100% CCCFPD General Operating Fund)

approved

- C.11** ADOPT the proposed 2026 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. [25-4617](#)

Attachments: [2026 Proposed Fire meeting schedule.pdf](#)

approved

- C.12** DENY claims filed by Ralda Ryer; and Cielo Randa Sambas. [25-4618](#)

approved

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, November 10, 2025, at 7:00 p.m. at their Administrative Office, 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

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

GENERAL INFORMATION

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

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

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

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

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

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

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

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

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

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

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

Glossary of Acronyms, Abbreviations, and other Terms

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

Rollcall

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