



**A PROCLAMATION OF THE BOARD OF DIRECTORS OF THE
RODEO-HERCULES FIRE PROTECTION DISTRICT
RECOGNIZING THE RETIREMENT OF CAPTAIN CHARLES S. COLEMAN**

WHEREAS, Charles S. “Chuck” Coleman began his career in 1986 at the age of 18 volunteering with the Rodeo-Hercules Fire District, becoming a full-time firefighter two years later in 1988; and

WHEREAS, Chuck is a devoted family man with a loving and supporting wife of 28 years and father to two hardworking and high-achieving sons; and

WHEREAS, Chuck is a second-generation Rodeo-Hercules firefighter, his father having served 25 years with the District, and a lifelong Rodeo resident; and

WHEREAS, Chuck has risen through the ranks from firefighter to engineer to captain, and to assist in filling district needs received his paramedic license in 2005; and

WHEREAS, Chuck was most recently selected Firefighter of the Year in 2021, and shared the title previously with all RHFD paramedics in 2005; and

WHEREAS, Chuck was in charge of apparatus maintenance, specifications and purchasing; extrication, small engines and hand tools; and was the paramedic coordinator when the RHFD Advanced Life Support program commenced; and

WHEREAS, Chuck continues to help others by teaching EMT and Paramedic classes at Contra Costa College and basic marine firefighting at California State University Maritime Academy; and

WHEREAS, Chuck’s continued dedication to his craft, his energy and enthusiasm and never- complacent attitude have influenced dozens of firefighters and will continue to have a positive impact on the culture of the district for years to come.

NOW, THEREFORE, the Board of Directors of the Rodeo-Hercules Fire Protection District hereby recognizes Fire Captain Chuck Coleman’s 38 years of service to the district and wishes him a very happy retirement.

Dated this 10th day of April, 2024

Delano Doss, Board Chair



RIVER DELTA FIRE DISTRICT

16969 Jackson Slough Road * Isleton, CA 95641

Chief Ramirez,

Thank you for the opportunity to obtain this vehicle. It could not have arrived at a better time. Our existing command unit engine failed a few months ago and the cost to replace it was more than that our meager budget can handle.

Please consider this an official donation request from Rodeo-Hercules Fire Protection District for a 2005 Ford Expedition XLT. The unit will be used for emergency responses by the duty chief within the district and with our mutual aid cooperators.

The River Delta Fire District is an all-risk all-volunteer fire district that provides a broad spectrum of emergency and non-emergency services over a geographic area of approximately 30 square miles. The district is staffed with two engine companies 24/7 out of station 94, located in the unincorporated rural delta area of Southern Sacramento County.

The River Delta Fire District offers career development opportunities for individuals pursuing a career in the fire service and has a successful reputation of mentoring firefighters to meet their career goals through quality training and work experiences. River Delta is a training ground for Firefighters to gain the necessary experience, personal growth, professionalism, and knowledge to move onto a full-time career position in the fire service. With that being said, Firefighter Creecy is a great ambassador between our organizations and we are grateful he thought of River Delta when this opportunity came up.

We appreciate the Rodeo-Hercules Fire Protection District's giving heart.

Please contact me directly at (925) 658-0332, with any questions.

Thank you!

Respectfully submitted,

Sincerely,

Paul J. Cutino, Fire Chief





RODEO-HERCULES FIRE PROTECTION DISTRICT
 1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547
 (510) 799-4561 FAX: (510) 799-0395

REGULAR BOARD MEETING MINUTES
MARCH 13, 2024

1. **CALL TO ORDER/ROLL CALL** –Meeting called to order at 6:01 p.m. Directors Delano Doss, Marie Bowman, Steve Hill, Charles Davidson present. Robyn Mikel was delayed but arrived during closed session.
2. **PLEDGE OF ALLEGIANCE** (0:40)
3. **ADJOURN TO CLOSED SESSION** (1:10)
4. **RECONVENE IN OPEN SESSION/CLOSED SESSION REPORT OUT** (1:27) Nothing to report.
5. **ANNOUNCEMENTS OF DISTRICT EVENTS** (2:14) Vice Chair Bowman announced the release of the Strategic Plan and Business Plan booklets.
6. **CONFIRMATION OF THE AGENDA** (3:33) Motion: Vice Chair Bowman. 2nd: Director Mikel. Motion passed.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

There was discussion on the length of meetings and the number of agenda items, with a suggestion to schedule a second monthly meeting to tackle the most critical matters. The board discussed the use of consent items in board meetings for routine and noncontroversial issues, suggesting the inclusion of budgetary items and contracts within the consent calendar to expedite the process.

7. **REVIEW OF CORRESPONDENCE TO THE BOARD** (8:00) A letter from a district member was added to the board package for review.
8. **PUBLIC COMMUNICATIONS ON ITEMS NOT ON THIS AGENDA** (8:21)

Public Comment

Robert Baum
 Maureen Brennan

9. **CONSENT CALENDAR** (11:36) Motion: Vice Chair Bowman ; 2nd : Director Hill. Motion passes.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

10. **RECEIVE FISCAL YEAR 2022-2023 ANNUAL AUDIT REPORT** (12:09) A representative from Harshwal and Associates discussed the fiscal year 2022 -23 audit report, confirming there were no material weaknesses or improper financial matters. Motion made by Vice Chair Bowman to receive the report. 2nd by Director Davidson. Motion passed unanimously.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

11. **RECEIVE 2022-2023 MEASURE O REPORT FROM FIRE CHIEF** (15:33) Chief Ramirez presented the Measure O Report. Motion to accept report made by Vice Chair Bowman. 2nd: Director Mikel. Motion passed.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

Public Comment

Robert Baum
Maureen Brennan

12. **EAST BAY WILDFIRE PREVENTION MOU** (19:33) Discussion and presentation regarding the regional partnership between Alameda and Contra Costa counties to address wildfire risks. The partnership aims to provide political support for firefighters and departments, facilitate funding, and promote regional collaboration. Vice Chair Bowman made a motion to approve resolution 2024-03 and enter into MOU along with the jurisdictions in the East Bay Hills to form a wildfire prevention coordinating group to improve regional collaboration of wildfire mitigation activities and reduce wildfire risk throughout the East Bay hills. 2nd by Director Mikel. Motion passed.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

Public Comment

Vince Wells
Tanya Little

13. **PUBLIC HEARING ORDINANCE 2024-01 FIRE FEES (40:42)** Information given by George Apple, consultant with CSG, regarding the new plan review and permitting fees. Motion to approve ordinance 2024-01 made by Vice Chair Bowman and seconded by Director Davidson. Motion passed unanimously.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

14. **CONSULTING SERVICES AGREEMENT WITH M.E.D. ENTERPRISES INC. FOR FIRE DISTRICT ANALYSIS AND OPTIONS FOR PROTECTING SERVICE LEVELS CONTRACT EXTENSION (50:55)** A contract extension was proposed, with the new contract to begin on April 1st, 2024, and end on March 31st, 2025, with a maximum compensation of \$14,500. The board also considered the following modifications to the agreement as shown in *Exhibit A: Scope of Services*. 1) Change wording of item #2 to read, “If needed, aid the board exploring the feasibility, impacts and decision making of an annexation into the Contra Costa County Fire Protection District”, and delete “Act as liaison with Contra Costa County LAFCo”. 2) Delete item #6. Motion made by Vice Chair Bowman to approve agreement with amendments. Seconded by Director Hill. Motion passed unanimously.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

Public Comment

Tanya Little

15. **CONSULTING SERVICES AGREEMENT WITH STRATEGIC ADVISORY SERVICES TO**

PROVIDE FISCAL AND ACCOUNTING ASSISTANCE (1:08:02) The board discussed a consulting services agreement with Strategic Advisory Services for fiscal and accounting assistance. Motion made by Vice Chair Bowman to adopt resolution 2024-05. Seconded by Chair Doss. Motion passed.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

16. **AGREEMENT WITH REDWOOD PUBLIC LAW FOR LEGAL SERVICES (1:13:04)** District council is changing law firms; discussion of contract changes. Motion made by Vice Chair Bowman to accept the contract with the changes discussed with the Redwood representative. Revisit in August whether to put out an RFP. Remove what was discussed regarding Mr. PioRoda being RHFD’s primary attorney. Seconded by Director Mikel. Motion passed.

Roll Call Vote (5-0)

Davidson	Yes
Bowman	Yes
Mikel	Yes
Hill	Yes
Doss	Yes

Public Comment

Maureen Brennan
 Tanya Little
 Jan Callaghan
 Tara Shaia

17. **MID-YEAR BUDGET AMENDMENT (1:32:00)** Chief Ramirez discussed the midyear budget review from February 2024, noting that areas such as permanent salaries and retirement had put the budget in deficit and overspent. The board chose to reduce capital improvements and reallocate funds to bridge the gap. Additional funds were allocated to permanent salaries and retirement. The proposed increase to the operating budget was \$534,194, resulting in a revised operating total budget of \$10,037,082. The capital budget was reduced by \$165,892, resulting in a revised capital budget of \$397,108. Motion to adopt Resolution 2024-07 made by Vice Chair Bowman and seconded by Director Mikel. Motion passed unanimously.
18. **FIRE CHIEF’S REPORT (1:39:00)**
19. **STAFF REPORTS (1:50:05)** None.
20. **BOARD MEMBER REPORTS (1:50:11)** Director Hill removed himself as a member of Board Governance Committee. Director Mikel added as his replacement. A Fair Political Practices Commission letter regarding Director Hill will be posted to the rhfd.org website.

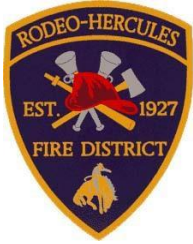
21. **MEASURE O OVERSIGHT COMMITTEE** (1:56:19) Nothing to report.

22. **LOCAL 1230 COMMENT** (1:57:23) Brief comments by John Bischoff regarding upcoming Local 1230 negotiations and an RHFD member's retirement party.

23. **REQUEST FOR FUTURE AGENDA ITEMS** (1:59:26)

- Begin ultimate decision-making process relative to the strategic planning recommendations. Make strategic planning a special order of business, giving it precedence over all other business
- Schedule a workshop in mid to late April for a Chief Despain-led workshop to recommend a specific course of action for annexation
- Presentation from staff on procurement policy (relative to creating one/modifying one)
- Invite Pinole Mayor Maureen Toms to review Pinole's contract for services with Confire
- Invite Chief Despain to present to the Board, with supporting documents, the initial presentation he made at the 12/13 special meeting to the ad hoc committee and the subsequent report that he delivered, along with supporting documentation
- Strategic planning to be a standing agenda item at the beginning of agenda

24. **ADJOURNMENT** - Meeting adjourned at 9:42 pm.



RODEO-HERCULES FIRE PROTECTION DISTRICT
 1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547
 (510) 799-4561 FAX: (510) 799-0395

SPECIAL BOARD MEETING MINUTES
MARCH 27, 2024

1. **CALL TO ORDER/ROLL CALL** Meeting called to order at 6:01. Directors Delano Doss, Marie Bowman, Steve Hill, Charles Davidson and Robyn Mikel present.
2. **PLEDGE OF ALLEGIANCE** (00:40)
3. **PRIORITIZATION OF CSDA KEY LEARNINGS** (1:50) The board held a workshop to prioritize areas of focus for the upcoming year. The directors were asked to identify their areas of interest and indicate their willingness to work on these areas. The results of this exercise were to be used to form ad hoc committees, with the chair deciding on the composition of these committees. The board discussed the importance of establishing a clear direction for the district, a key learning from the CSDA conference. The conversation revolved around the upcoming decision on the strategic plan, with emphasis on the need for flexibility and alignment with the chosen path. Suggested use of a system to prioritize tasks and asking for input on areas that might need greater interest or an ad hoc committee. There was also a recommendation to meet with the chief to ensure any potential work is reasonable for the administrative staff. Discussion of the potential restructuring of committees, highlighting the need for flexibility and considering the involvement of all members. The board discussed the implementation of a strategic plan, with a focus on financial reports and community engagement. They decided to move the discussion of financial reports to the board orientation in August and to wait on the community engagement until they had more definite information. The team also agreed to review best practices at a later date. Motion made to move the discussed items to the April agenda for further discussion. Seconded by Director Mikel. Motion passed 5-0

Roll Call Vote (5-0)

Doss	Yes
Bowman	Yes
Hill	Yes
Davidson	Yes
Mikel	Yes

4. **ADJOURNMENT** Meeting adjourned at 7:21 p.m.

10:58 AM

04/05/2024

Date	Num	Name	Memo	Account	Amount
03/01/2024	March 2024	The Standard	March 2024	1060 · Group Insurance	-580.00
03/01/2024	W4102379YC	American Messaging	March 2024	2110 · Communications	-38.24
03/01/2024	4509	IEDA INC	March 2024	2310 · Professional/Specialized Servic	-1,820.02
03/01/2024	21338	Townsend Public Affairs	March 2024	2310 · Professional/Specialized Servic	-5,000.00
03/01/2024	April 2024	American River Benefit Administrator	April 2024	1060 · Group Insurance	-774.18
03/01/2024	04077766668	Canva	Subscription	2100 · Office Expenses	-120.00
03/01/2024	March 2024	Health Care Dental	April 2024	1060 · Group Insurance	-2,189.53
03/02/2024	14b00276780	Ready Refresh	Drinking water	2150 · Food	-43.97
03/03/2024	21260838	Bay Alarm	76-04/01/24-06/30/24	2120 · Utilities	-120.00
03/03/2024	21262959	Bay Alarm	75-04/01/24-06/30/24	2120 · Utilities	-180.75
03/04/2024	367		Secured Tax Apportionment 02/24	9010 · Property Taxes-Current Secured	5,865,888.74
03/05/2024	368		Reverse Secured Tax Apportionment 12/23	9010 · Property Taxes-Current Secured	-5,865,921.70
03/06/2024	55414	CSG Consultants	01/27/24-02/23/24	2310 · Professional/Specialized Servic	-2,210.00
03/06/2024	244718029	Zoom	February 2024	2100 · Office Expenses	-152.28
03/06/2024	03062024	Stamps.com	Stamps.com	2250 · Rents & Leases	-19.99
03/07/2024	257159	J.W. Enterprises	March 2024	2310 · Professional/Specialized Servic	-359.00
03/10/2024	9958885702	Verizon Wireless	02/11/24-03/10/24	2110 · Communications	-19.06
03/12/2024	4534	Harshwal & Company LLP	FY 22/23 Audit Services	2310 · Professional/Specialized Servic	-19,848.00
03/12/2024	4017223667MAR	P.G.&E.	76-02/08/24-02/29/24	2120 · Utilities	-480.75
03/14/2024	April 2024	CalPERS	April 2024	1060 · Group Insurance	-43,616.10
03/14/2024	April 2024	CalPERS	April 2024	1061 · Group Insurance-Retiree	-27,037.02
03/14/2024	380		UNS Refunds	9035 · Property Tax-Prior Unsecured	-3,110.80
03/14/2024	380		2223 UNS SPT	9035 · Property Tax-Prior Unsecured	-21.49
03/14/2024	380		1920 UNS SPT	9035 · Property Tax-Prior Unsecured	-26.14
03/14/2024	380		2021 UNS SPT	9035 · Property Tax-Prior Unsecured	-146.70
03/14/2024	380		2122 UNS SPT	9035 · Property Tax-Prior Unsecured	-100.65
03/14/2024	381		PY HOPTR	9385 · Homeowner Property Tax Relief	0.68

03/14/2024	381		23-24 1st 50% HOPTR	9385 · Homeowner Property Tax Relief	13,401.75
03/15/2024	5183799518-APR	P.G.&E.	75-02/09/24-03/11/24	2120 · Utilities	-293.44
03/15/2024	215817	Meyers Nave	February 2024	2310 · Professional/Specialized Servic	-5,893.20
03/16/2024	267033776APR	T Mobile	02/16/24-03/15/24	2110 · Communications	-136.70
03/18/2024	184-1100571	Goodyear	76-Tires	2273 · Central Garage-Tires	-2,731.05
03/18/2024	1888920692-APR	P.G.&E.	75-02/10/24-03/12/24	2120 · Utilities	-36.91
03/22/2024	259143174	Orkin	76-Quarterly Service	2281 · Maintenance of Buildings	-174.99
03/31/2024	379		Correction	9010 · Property Taxes-Current Secured	1,464.40

RODEO-HERCULES FIRE PROTECTION DISTRICT**MEMORANDUM**

TO: Board of Directors, Rodeo-Hercules Fire Protection District

FROM: Rebecca Ramirez, Interim Fire Chief

DATE: April 10, 2024

SUBJECT: 2024 Cal Fire Area Operating Plan

BACKGROUND / DISCUSSION

The California Department of Forestry and Fire Protection (Cal Fire) Area Operating Plan (AOP) is a plan developed at the State and local level for the implementation of operational or administrative practices or concerns as identified in the California Fire Assistance Agreement, (CFAA) and is meant to serve as a guide for mutual aid response. Cal Fire and Contra Costa County have historically operated as the plan details, but without a formal agreement. The plan seeks to formalize pre-existing accepted regular and routine practices already in place.

The AOP provides fire personnel of each agency guidelines and information on resource standardize/utilization, common communication, standardized training, emergency/dispatch center notification, fire investigation, cost sharing, public information coordination, and any local legal considerations. In essence, the AOP makes the CFAA specific to the local fire agencies having jurisdiction. While CalFire has similar agreements with nearly all regions throughout the state, this agreement is specific to Cal Fire Santa Clara Unit and Contra Costa County Fire Agencies.

This AOP is for the express purpose of establishing operating procedures within the State Responsibility Area (SRA) and the Local Responsibility Area (LRA) as set forth in the agreement and delineated in the CFAA. The 2024 AOP will be attached to the CFAA between the Cal Fire and the Contra Costa County Fire Agencies. The plan shall be a living document reviewed annually no later than May of each year.

FISCAL IMPACT

While the plan has fiscal parameters related to reimbursement in the “cost sharing” section of the plan (AOP attached), these parameters are already in place and do not represent a change or an additional fiscal impact.

RECCOMENDATION

Staff recommends the Board authorize the Fire Chief to execute the 2024 Cal Fire Area Operating Plan.

ATTACHMENTS

1. 2024 Cal Fire Area Operating Plan

2024 Annual Operating Plan

CAL FIRE Santa Clara Unit & Contra Costa County Fire Agencies AOP



This Annual Operating Fire Protection Plan (AOP), is based on the cooperative agreement between the State of California Santa Clara Unit/CAL FIRE and The Contra Costa County Local Fire Agencies/Local Government dated 5/1/2024.

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2024
ANNUAL OPERATING FIRE PROTECTION PLAN
BETWEEN
CAL FIRE Santa Clara Unit
AND
Contra Costa County Fire Agencies / Local Government

This Annual Operating Fire Protection Plan (AOP), effective on the date shown on the signature page, between CAL FIRE Santa Clara Unit and The Contra Costa County Fire Agencies is based on the California Fire Assistance Agreement (CFAA), between the State of California Governor's Office of Emergency Services Cal OES hereinafter referred to as **Local Government (LG)** and the California Department of Forestry and Fire Protection hereinafter to as **(CAL FIRE/SCU)**.

This AOP is for the express purpose of establishing operating procedures within the State Responsibility Area (SRA) and the Local Responsibility Area (LRA) as set forth in the agreement and delineated in the CFAA.

FIRE PROTECTION RESOURCES

The type, sizes, numbers, and location of fire resources for each agency to this agreement are listed in Appendix "C". These include both reciprocal and reimbursable services.

Protection agencies shall coordinate their initial attack response by utilizing the "closest resources" to each planned response area, agreeing to which resources will be automatically dispatched, and entering that planned response into their individual initial attack dispatch databases. Personnel and resources except aircraft listed in the initial attack response will be Automatic Aid for up to 12 hours except for Water tenders, will be Automatic Aid up to 4 hours from the time of initial dispatch. There shall be no reimbursement for responses of 12 hours duration or less for personnel and emergency apparatus (4 hours for Water Tender). If the duration of the response exceeds 12 hours (4 hours for Water Tenders), reimbursement for personnel and emergency apparatus shall cover the entire time of commitment, beginning at the time of initial dispatch from home base to the time of return to home base (portal-to-portal).

There may be times when agencies are committed to emergency operations and/or at drawn-down levels and unable to provide mutual aid. In this case, other agencies may be contacted for assistance. If agreed to by the supporting agency, fire engines may be used for move-up and cover assignments on a Mutual Aid basis for up to 12 hours. Otherwise, move-up and cover assignments will be ABH.

The requesting agency should be prepared to provide vehicle fuel, minor maintenance, meals, and lodging at no cost to the supporting agency.

The supporting agency's engines should be replaced with an agency-specific engine to prevent long-term coverage problems such as housing/feeding/overtime. Contract Engines will not be used for move-up and cover assignments at any CAL FIRE Station.

It is mutually agreed that any agency providing resources may, at its discretion, request an agency representative who will be ordered and paid for by the protecting agency.

COMMUNICATIONS

Communications will be coordinated between dispatch centers by radio and/or telephone or computer. Daily status checks regarding resource levels, burning conditions, restrictions, etc., will be accomplished at approximately 9 A.M. each day. Reports of all fires within the SRA or MTZ will be reported immediately to all agencies having jurisdiction.

EMERGENCY/DISPATCH CENTERS

Fires within the MTZ will be identified as automatic aid, and all other incidents outside the MTZ will be mutual aid by request which will consist of One Chief Officer and Three Engines. CAD response plans showing the preplanned dispatches will be exchanged between the concerned parties and are contained in Appendix B.

The dispatch center receiving the initial report of a fire within the SRA or MTZ shall immediately contact the other agency having jurisdiction (**AHJ**) emergency center(s). A single point of ordering will be established between Command/Dispatch Centers and the Incident Commander.

When multiple fires or a large fire situation develops, the use of the preplanned dispatch plans may be temporarily modified. The preplanned dispatch plan will be resumed as soon as mutually agreed to by each agency representative.

TRAINING

Each agency recognizes the other's training courses and certifications as adequate to meet the minimum requirements for fire suppression activities as per the California Incident Command Certification System (CICCS), the PMS 310-1 Wildland Fire Qualification System Guide, and CAL FIRE Handbook Section 4039 Position Qualification Standards. Joint training is encouraged when appropriate.

SAFETY

Each party recognizes and accepts the other's requirement for personal protective/safety equipment (PPE) as adequate on wildland fires per NFPA 1977 standards.

FIRE DIRECTION

Incident Commander (IC) designations will be in accordance with the parent agreement and agency policy. Each fire will have only one Incident Command System (ICS). The protecting agency will designate the IC by name and agency and communicate to the ground forces.

1. Unified Command: A Unified Command organization will be implemented on joint jurisdictional fires. While in unified command, the Agency Administrators and/or Incident Commanders of the involved agencies shall mutually agree upon fire objectives, strategies, commitment of agency resources, priorities, and establishment of a Unified Ordering Point.
 - a. When any agency operating on a Unified Command incident decides to change command and/or staff personnel, it will inform and coordinate this action with all other participants.
2. If it is determined that the fire is confined to the Direct Protection Area (DPA) of the State or the Local agencies, the protecting agency will designate an Incident Commander. If necessary, the protecting agency may request the supporting agency to assume command of the fire.

FIRE INVESTIGATION & FIRE REPORTING

Investigation of fires will be the responsibility of the agency on whose land the fire originated. Fires of joint responsibility will be jointly investigated. Initial attack forces will be instructed to mark and preserve the origin area of all fires.

LEGAL CONSIDERATIONS

Due to unique differences in State Law versus County Ordinance, each party will outline those laws, administrative rules, and policies most important for the other party to know. These will be shown in Appendix D and will be communicated to ground forces at appropriate training sessions.

GENERAL COST SHARING

Cost sharing will be considered from the onset of a fire. A cost-sharing method will be agreed upon by the Incident Commanders. If the fire burns beyond the first burning period, one of the four cost-share methodologies shall be considered and encompass all costs associated with the incident from the time of dispatch until control of the incident.

Four different methodologies are accepted for sharing costs for fires with multi- or single jurisdictional responsibility. These methods include:

1. **Initial Attack** – During the initial attack, resources are dispatched per established Annual Operating Plans to multi-jurisdictional fire. The fire is controlled with the initial attack resources, and agency administrators/representatives may agree to cost share

some or all costs for resources their agencies have provided under agreements in place. A cost share agreement may be needed if the incident goes beyond the Mutual Aid period as specified in this agreement.

2. **You Order You Pay** – Under YOYP, each agency is fiscally responsible for the resources they order, regardless of where they are used on the incident.
3. **Acres Burned** – Costs are shared based on the acreage percentage of the fire within an agency’s direct protection. This method is used when agencies’ responsibilities, objectives, and suppression costs are similar.
4. **Cost Apportionment** – Costs are shared based on the suppression effort expended to protect each agency’s direct protection area (DPA), including the threat to another agency’s DPA. This is a more complex system for identifying agency cost share and will require specific knowledge and skills to facilitate.

PUBLIC INFORMATION COORDINATION

A joint release should be issued on matters of mutual concern for each agency. The concerned Unit or Local Agency will approve the message prior to release.

1. **Incident Information:** Incident information requests are to be referred to the AHJ or protecting agency for single-responsibility incidents. The appropriate agency representatives will jointly determine the need for a joint incident information center for joint responsibility incidents. The AHJ will attempt to reach an agreement on origin and cause before the release of fire cause information or initiation of civil or criminal actions.

ANNUAL REVIEW

This operations plan will be reviewed by the agencies prior to April 15th of each year for purposes of revision and updating.

AGENCY ADMINISTRATOR OR DESIGNEE SIGNATURES

This 2024 Annual Operating Fire Plan has been approved by the following agency administrators and authorized to be attached to the California Fire Assistance Agreement (CFAA) between the California Department of Forestry and Fire Protection (CAL FIRE) and The Contra Costa County Fire Agencies.

_____	_____
Baraka Carter Unit Chief Santa Clara, CAL FIRE	Date

_____	_____
Lewis Broschard Fire Chief Contra Costa County Fire Protection District	Date

_____	_____
Paige Meyer Fire Chief San Ramon Valley Fire Protection District	Date

_____	_____
Dean Colombo Fire Chief Crockett-Carquinez Fire Protection District	Date

_____	_____
Eric Saylor Fire Chief El Cerrito-Kensington Fire Department	Date

Dave Winnacker
Fire Chief
Moraga-Orinda Fire Protection
District

Date

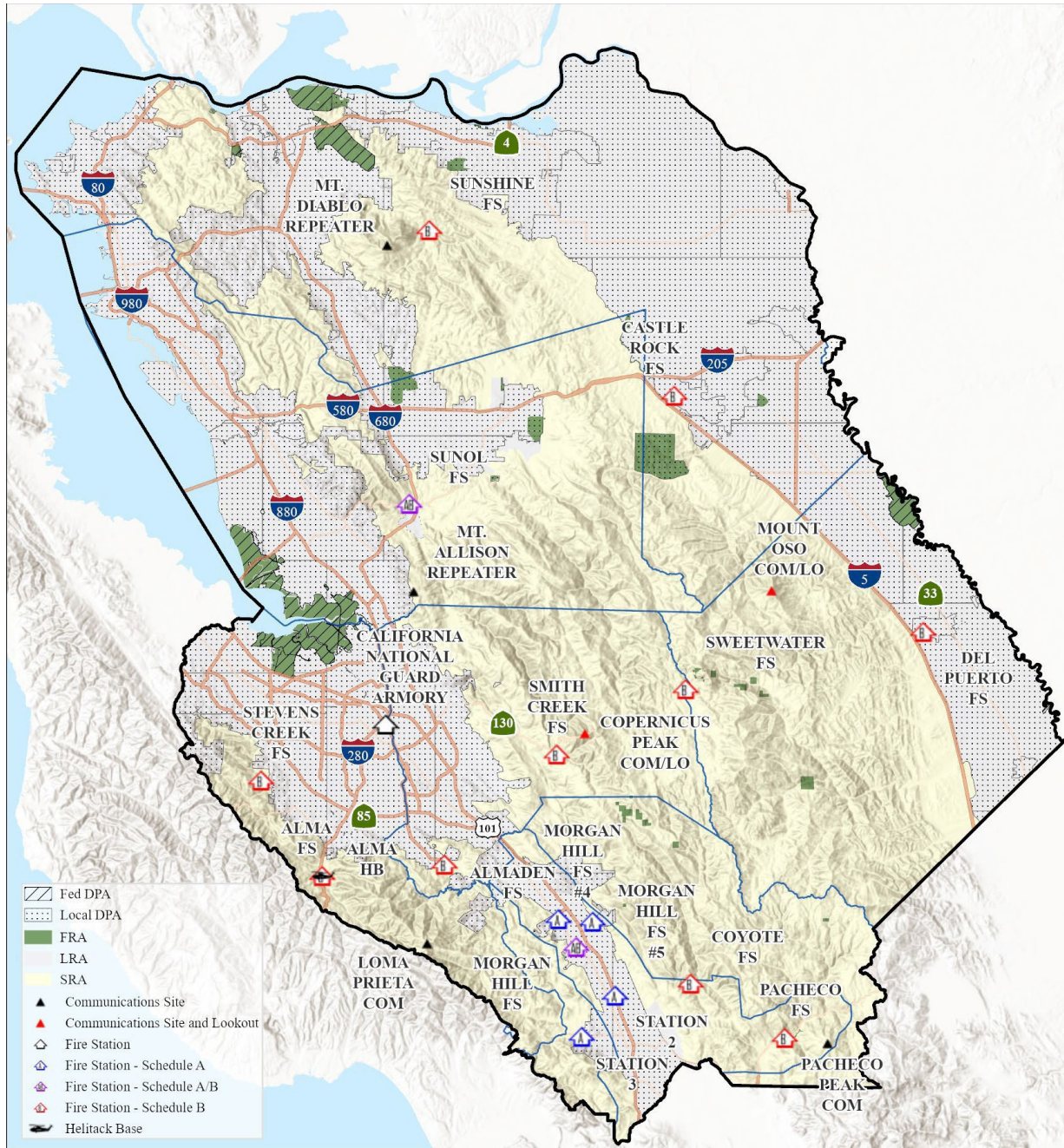
Michael Smith
Fire Chief
City of Richmond Fire Department

Date

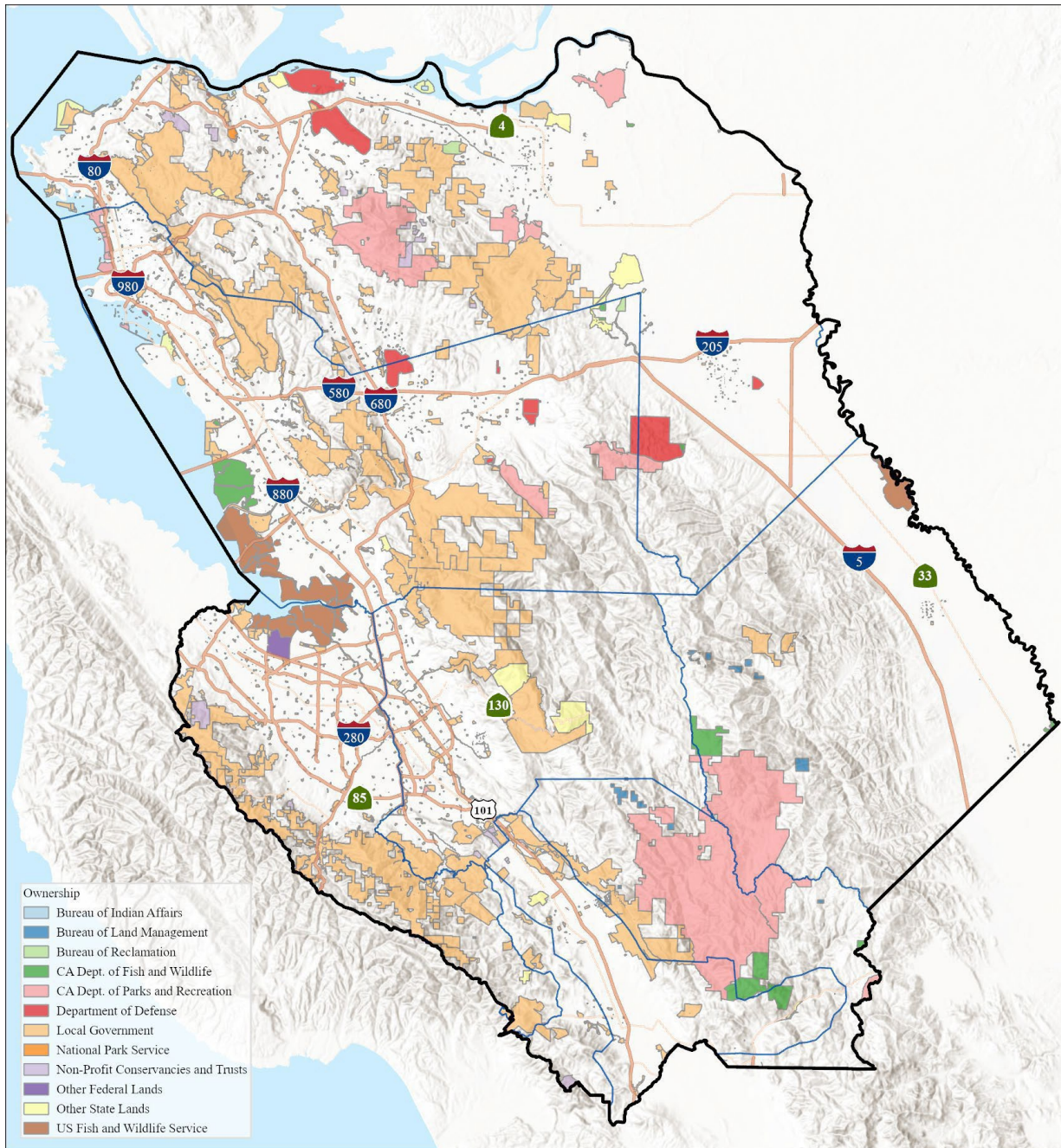
Rebecca Ramirez
Fire Chief
Rodeo-Hercules Fire
Protection District

Date

APPENDIX A - SCU SRA/LRA DPA MAP



APPENDIX A – OWNERSHIP MAP



APPENDIX B – CAD INITIAL ATTACK RESPONSE PLANS

LOW DISPATCH LEVEL

- 1 Battalion Chief
- 4 Engines
- 1 Dozer

MEDIUM DISPATCH LEVEL

- 1 Battalion Chief
- 1 Air Attack
- 2 Tankers
- 1 Copter
- 6 Engines
- 2 Crews
- 2 Dozers

HIGH DISPATCH LEVEL

- 1 Battalion Chief
- 1 Air Attack
- 2 Tankers
- 1 Copter
- 8 Engines
- 2 Crews
- 2 Dozers
- 1 Safety Officer

APPENDIX C - 2024 FIRE PROTECTION ORGANIZATION LIST

CAL FIRE (SCU) Santa Clara Unit	
<i>All Area Codes are (408) unless otherwise noted</i>	
DUTY CHIEF	779-6663
ECC 24 HOUR	201-0490
HEADQUARTERS	779-2121

CAL FIRE SCU UNIT 2024 Contact List

Employee Name	Office Number	Cell Number	Position	Radio ID
Baraka Carter		472-1600	Unit Chief	CH1600
Chuck Carroll		472-1601	Deputy Chief	CH1601
Vacant	778-8602	472-1602	Division Chief	DC1602
Vacant		472-1603	Division Chief	DC1603
Steven Blythe		472-1604	Division Chief	DC1604
Venmer Deocariza		472-1605	Division Chief	DC1605
Ed Orre		206-3704	Division Chief	DC1606
Nicole Benty		206-3706	Battalion Chief - Training	B1606
Erik Alldrin	778-8609	472-1609	Battalion Chief – ECC	B1609
Juan Navarro	710-7196	772-8507	Battalion Chief – MH City	B57
Carlos Alcantar	310-4654	722-5184	Battalion Chief – Fire Marshal	B59
Tim Main		234-1617	Battalion Chief – District	B67
Josh Shifrin		710-7196	Battalion Chief – EMS	B69
Alex Mikesell		472-1611	Battalion Chief	B1611
Vacant		472-1612	Battalion Chief	B1612
Jeff Cox	867-1613	472-1613	Battalion Chief	B1613
Jeff Nichols		472-1614	Battalion Chief	B1614
Jason Novak		472-1615	Battalion Chief	B1615
Bryan Goff		472-1616	Battalion Chief	B1616
Nick Giampaoli		472-1618	Battalion Chief – Safety	B1618
Cole Periera		669-437-0118	Battalion Chief – Crews	B1619
Zach Rutherford	778-8620	472-1620	Battalion Chief – LE	B1620
Scott Weatherby	778-8621	472-1619	Fire Captain Specialist – LE	P1621
		206-3709	Fire Captain Specialist – LE	P1622
Chelsea Burkett	778-8623	489-0563	Fire Prevention Specialist	P1623

John Reynolds		489-2086	Fire Captain – Prefire	P1625
Michael Gil		772-7315	Fire Captain – Deputy Fire Marshal	P59
James Lopez	779-7851	472-1608	Fire Equipment Manager	R1630
Kevin Murray	779-7851	224-1106	Heavy Equipment Manager	R1637
Tiffany Black	779-7851	310-7395	Heavy Equipment Mechanic	R1631
John Bianchi		602-3991	Heavy Equipment Mechanic	R1635
Shawn Walczak		206-3708	Fire Captain – Training	T1651
Vacant		499-4255	Forester I	F1691
Pearl Hoogs		669-253-3366	Environmental Scientist	F1692
Derek Lyon-McKeil	778-8610	763-9038	Fire Logistics Officer	S1610A
Averall Ramirez	778-8610	710-1846	Fire Logistics Officer	S1610B
Emily Wilkinson		778-8610	Research Data Specialist	

CAL FIRE SCU UNIT 2024 Resource List

<i>CAL FIRE Santa Clara Unit Resource List with Locations</i>		
Morgan Hill Station 15670 Monterey Rd. Morgan Hill, CA 95037 (408) 779-5136	Engine 1661 Engine 1671 Dozer 1641	Type 3 Engine Type 3 Engine Type 2 Dozer
Coyote Station Canada & Hot Springs Rd. Gilroy, CA 95020 (408) 842-4012	Engine 1681	Type 3 Engine
Pacheco Station 12280 Pacheco Pass Hwy Hollister, CA 95023 (408) 842-4221	Engine 1677	Type 3 Engine
Smith Creek Station 22805 Mt. Hamilton Rd. San Jose, CA 95140 (408) 274-0766	Engine 1662	Type 3 Engine
Almaden Station 20255 McKean Rd. San Jose, CA 95120 (408) 268-1600	Engine 1672	Type 3 Engine
Alma Station 19650 Santa Cruz Hwy Los Gatos, CA 95030 (408) 354-5050	Engine 1673	Type 3 Engine
Stevens Creek Sta. 13326 Stevens Canyon Rd. Cupertino, CA 95014 (408) 867-3682	Engine 1663	Type 3 Engine
Alma - Helitack 19650 Santa Cruz Hwy Los Gatos, CA 95030 (408) 354-4806	Copter 106	Type 1 Copter
Sunol Station 11345 Sunol Rd. Pleasanton, CA 94556 (925) 862-2197	Engine 1664 Engine 1684 Dozer 1644	Type 3 Engine Type 3 Engine Type 2 Dozer
Del Puerto Station 2142 Sperry Rd. Patterson, CA 95363 (209) 892-5781	Engine 1675 Engine 1685 Dozer 1645	Type 3 Engine Type 3 Engine Type 2 Dozer
Sweetwater Station 47625 Mines Rd. San Jose, CA 95140 (408) 897-3101	Engine 1665	Type 3 Engine
Sunshine Station 11851 Marsh Creek Rd. Clayton, CA 94517 (925) 672-6400	Engine 1666 Engine 1676	Type 3 Engine Type 3 Engine
Castlerock Station 16502 Shulte Rd. Tracy, CA 95377 (209) 835-8853	Engine 1656	Type 3 Engine
Old Pacheco Station 12280 Pacheco Pass Hwy Hollister, CA 95023	Pacheco Crew 1 Pacheco Crew 2	Type 1 Handcrew Type 1 Handcrew
Armory San Jose, CA 95140	CNA16A CNA16B	Type 1 Handcrew Type 1 Handcrew

APPENDIX D- SPECIAL CONSIDERATIONS

LANDOWNER/OPERATOR RESPONSIBILITIES AND LIABILITIES

CAL FIRE:

The following three sections from the California Public Resources Code, Forest, and Fire laws, we feel are appropriate for the agreement:

- (1) P.R.C. section 4170. “Uncontrolled Fire is a Public Nuisance.” Any uncontrolled fire burning on any lands covered wholly or in part by timber, brush, grass, grain, or any other flammable material, without proper precaution being taken to prevent its spread notwithstanding the origin of such fire, is a public nuisance by reason of its menace to life and property.
- (2) P.R.C. section 4170.5. “Authority to Abate an Uncontrolled Fire.” The department or any other duly established fire protection agency may summarily abate an uncontrolled fire as a public nuisance by controlling and extinguishing the fire.
- (3) P.R.C section 4171. "Landowner/Operator Responsibilities and Liabilities" Any condition endangering public safety by creating a fire hazard and which exists upon any property which is included within any state responsibility area is a public nuisance.

While California law differs from that of other Counties regarding the landowner’s responsibility and role when a wildfire occurs, the California citizen nevertheless has a responsibility when a fire kindled or attended by the property owner escapes their control. Health and Safety Code sections 13,000, “Responsibility for Control of Fire”, 13,007, “Liability for Fire Damage”, 13,008, “Due Diligence Required”, and 13,009 “Suppression Cost Collectible” spells out that responsibility and allow for the collection of the costs of suppressing the fire.

FIRE SEASON/BURNING PERMITS

CAL FIRE:

The opening of “declaration of fire season” each spring in California is solely dependent on fuel and weather conditions. Burning with a valid permit is permitted during the fire season prior to July 1st. No household trash or garbage can be burned outdoors at residences. The burning hours follow Air Pollution and/or Air Quality control requirements, between 10:00 A.M. and 5:00 P.M. but may vary.

Burn permits are required for residential landscape debris burning of dead vegetation, agency sponsored and agricultural burning projects, and broadcast burning each year from May 1st to the end of the declared fire season. Normally no permit is required outside of this period other than one from the Air Pollution and/or Air Quality Control District for certain types of burning operations. The Air Pollution and/or Air Quality Control District permit regulations are in effect year-round. Occasionally all burning is suspended due to extra hazardous conditions, also the same conditions could warrant a deviation from the dates of permits being required. This information would be relayed to the local agency having jurisdiction. CAL FIRE Burn Permits are only for within the State Responsibility Area (SRA), or where CAL FIRE has jurisdictional authority.

Residential burn permits are valid on a yearly cycle, May 1st – April 30th.

For information and permits required outside the SRA / CAL FIRE jurisdiction, contact your local City/County fire authority. If the status in your county is marked as "Burning Allowed", you still must confirm that it is a permissive burn day with your local air quality management agency.

Violations of any Burning Permit Terms are a violation of State Law (Public Resources Code 4421, 4422, 4423, And 4425).

VOLUNTEER/CASUAL FIREFIGHTERS

CAL FIRE welcomes assistance from, volunteers, and emergency workers with the appropriate safety equipment and training. Payment for services will be authorized by a CAL FIRE company officer utilizing a CAL FIRE Personnel and Equipment report (FC33).

LAW ENFORCEMENT

In the event of an apparent law violation, the agency with legal jurisdiction must issue the necessary form(s) to the responsible party. Personnel from the supporting agency, however, would be expected to gather pertinent information and relay to the responsible enforcement officer upon their arrival.

VEHICLE USE

All agencies will ensure that all equipment responding to fires obey California’s Basic Speed Laws and maintain the appropriate liability insurance coverage. All agencies shall "hold harmless" the other from “claims, damages, losses, and expenses, including but not limited to attorney's fees, arising out of, or resulting from negligence or misconduct in relation to the work defined in this agreement.

March 27, 2024

Rodeo-Hercules Fire Protection District
1680 Refugio Valley Rd.
Hercules, CA 94547
Attention: Chief Rebecca Ramirez
Via email: ramirez@rhfd.org

Hi Chief Ramirez,

I speak on behalf of the entire team at Tripepi Smith in saying how thrilled we are to have been invited to respond to your recently issued Request for Proposals for the provision of fire and emergency medical services. We look forward to showing the Rodeo-Hercules Fire Protection District's team why Tripepi Smith is a strategic partner for the District's public outreach and community education needs.

Regards,



Ryder Todd Smith, Co-Founder & President, Tripepi Smith
Ryder@TripepiSmith.com
(626) 536-2173
P.O. Box 52152, Irvine, CA 92619



RODEO-HERCULES FIRE DISTRICT

DISTRICT SUSTAINABILITY UPDATE

APRIL 10, 2024

Micheal Despain M.A., EFO, CFO, MIFireE

UPDATED SCOPE OF WORK

- Aid the Board in developing and evaluating any Request for Proposals (RFP) related to the Protection of Service Levels project.
- If needed, aid the Board in exploring the feasibility, impacts and decision making of an annexation into the Contra Costa County Fire Protection District.
- If needed, assist the Board in an evaluation of options between any RFP responses related to service contracts and/or annexation.
- Aid the Board and Fire Chief in achieving key outcome measurements and supporting goals listed within the RHFD 2022-2027 strategic plan.
- Facilitate presentations to the public (including but not limited to town halls), as needed. Provide Chief Fire Officer level administrative support to the Board and Fire Chief, as needed



STEPS NECESSARY TO EVALUATE FEASIBILITY AND IMPACT OF ANNEXATION

1. Direct staff to meet with ConFire to explore feasibility and impacts of annexation
2. Chief Broschard will need to evaluate the benefits to both agencies and seek preliminary approval from his elected leaders to allow discussions with RHFD staff.
3. Both RHFD and ConFire staff will meet and gather information
4. Present findings to RHFD Board. Q&A with ConFire representatives.
5. If necessary, revisit the decision-making model to give final evaluation between Option A and Option C. (assuming Option B is now closed)



STEPS NECESSARY TO EVALUATE FEASIBILITY AND IMPACT OF ANNEXATION

6. If Board chooses to move forward, it is recommended that the Board host a townhall meeting where detailed presentations and discussions can occur with the community.
7. At a subsequent board meeting, assuming annexation is the best path forward for the community, the RHFD Board will need to pass a resolution formally seeking annexation.
8. ConFire Board will need to pass a similar resolution.
9. ConFire will apply to LAFCo for annexation. The process is approximately 120 days if there is no protest. Final approval of LAFCo by December 5th is a deadline for a July 1, 2025, transition. If after December 5th, it might postpone transition to January 1, 2026, or later.



Recommendation

- Direct RHFD staff to enter into discussions with staff from ConFire to ascertain potential financial, personnel, and service delivery impacts (pros and cons) and bring information back to the RHFD Board for evaluation.



RODEO-HERCULES FIRE PROTECTION DISTRICT**MEMORANDUM**

TO: Board of Directors, Rodeo-Hercules Fire Protection District

FROM: Rebecca Ramirez, Interim Fire Chief

DATE: April 10, 2024

SUBJECT: State Mandated Fire Inspections Reporting 2024

BACKGROUND:

In September of 2018, Senate Bill 1205 was approved by the Governor and added Section 13146.4 to the California Health and Safety Code (HSC). The HSC requires that every fire department/district conduct mandated inspections of certain structures, including schools, hotels, motels, lodging houses and apartment houses for compliance with building standards, per HSC Sections 13146.2 and 13146.3, and report annually to its administering authority on its compliance. SB 1205 mandates and reporting requirements were subsequently accepted and reported by the District in 2019. (Resolution 2019-02)

Additionally, within the 2023-27 Strategic Plan and the 2023-27 Business Plan, the district has identified the following goals related to Community Risk Reduction and Fire Prevention:

- Inspect 100% of all commercial fire protection systems annually.
- Inspect 100% of high-risk occupancies annually.
- Inspect 100 % of State mandated occupancies annually.
- Inspect 90% of moderate risk occupancies every two years.
- Inspect low-risk occupancies every three years.

STATE MANDATED OCCUPANCIES:

State Mandated occupancies include Educational, certain Residential, Group I (which includes some health care, and detention facilities), and High-rise buildings. There are no high-rise buildings, places of detention, or hospitals within the Fire District. However, there are educational uses as well as some of the required residential uses.

Educational Group E occupancies are generally those public and private schools, used by more than six (6) persons at any one time for educational purposes through the 12th grade. Within the District there are ten (10) Group E occupancies, buildings, structures and/or facilities.

All group E occupancies have had initial inspections completed. Three (3) of these facilities passed their initial inspections. Seven (7) were issued corrections. Staff will be working with the schools to gain compliance over the remainder of the school year.

Residential Group R occupancies, for the purpose of this report, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have several different sub-classifications, and may house residents that have a range of needs, including custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the District, there are forty-one (41) Group R (and their associated sub-categories) occupancies of this nature.

All forty-one (41) facilities have had their initial inspections completed. Twenty-five (25) facilities passed the initial inspection. The remainder of the re-inspections are anticipated for a completion date of June 1, 2024.

COMMERCIAL FIRE PROTECTION SYSTEMS:

Commercial fire protection systems, including fire sprinklers, alternate fire suppression, and fire alarm systems are required for certain occupancies and uses. It is critical that these systems are maintained in accordance with the standards, so they are operational.

The fire service's scope of authority for inspection of these systems is to ensure that the appropriately licensed contract is servicing the systems in the required time frames. It is not within our scope of responsibility to exercise valves, flow water, etc. As part of the building inspection, personnel will review appropriate inspection records, as well as visually inspect portions of the various systems, such as fire sprinklers, to ensure they are not obstructed, damaged, etc.

Because staff will not be inspecting every building with a fire sprinkler system (many low and moderate hazard occupancies have these systems within them), it is not currently possible to ensure 100% compliance. In an effort to meet this strategic goal, staff is exploring other tools, such as online reporting, to ensure compliance.

HIGH-RISK OCCUPANCIES:

NFPA 1730 defines a High-Risk Occupancy as one that has a history of high frequency fires, high potential for loss of life or economic loss, or that has a low or moderate history of fires or loss of life, but the occupants have a high dependency on the built-in fire protection features or staff to assist in the evacuation during a fire or emergency event. Examples of high-risk occupancies could include multiple-family dwellings (R-2 occupancies), high-rise buildings, hotels (R-1 occupancies), dormitories, lodging and rooming, assembly, childcare, detention, educational, health care, and industrial.

Some of these high-risk categories fall within the State Mandated inspection section. Additional high-risk occupancies that fall within the District, that are not included in the State Mandated section include assembly, health care, and industrial.

There are 26 identified Assembly Occupancies within the jurisdiction. As of the date of this report, eighteen (18) of those have had initial inspections. Eleven (11) of those passed their

inspections and seven (7) were issued corrections. Re-inspections of these facilities will be completed in the next couple of months.

It is anticipated that 100% will have initial inspections completed by June 1, 2024. Health Care and Industrial facilities are scheduled and will have initial inspections completed by June 1, 2024.

MODERATE and LOW-RISK OCCUPANCIES:

NFPA 1730 defines Low-Risk Occupancies as those that have a history of low frequency of fires and minimal potential for loss of life or economic loss. Examples include storage facilities, mercantile and business uses.

Moderate Risk Occupancies are defined as those that have a history of moderate frequency of fires or a moderate potential for loss of life or economic loss. Examples include ambulatory health care and industrial occupancies that do not maintain, store, use, or handle hazardous materials in excess of exempt amounts.

Staff is currently evaluating the staff hours that will be required to inspect the occupancies within the time frames established by the Board. In addition to those time frames, other considerations include operations of the various facilities that may require fire code operational permits. Some of these occupancies may be inspected by engine companies (Company Inspections), while others will be inspected by CSG contracted inspectors. These occupancies have not been the focus of efforts thus far and are expected to begin in the next 6-12 months.

SUMMARY:

Staff have completed initial inspections of 70% of the identified high-risk occupancies and 100% of the identified State Mandated inspections. We are on track to meet the goals and objectives identified in the Strategic Plan by the Board of Directors. Additionally, we have entered into a contract with First Due, which will provide a records management system for inspections, invoicing and permitting.

RECOMMENDATION

Staff respectfully recommends that the Board of Directors accept the report and adopt Resolution 2024-08 acknowledging the Fire Department's compliance with Sections 13146.2 and 13146.3 of the California Health and Safety Code.

ATTACHMENTS

1. Resolution

State–Mandated Fire Inspections

Senate Bill 1205 *Reporting Requirements*



George Apple
CSG Consultants, Inc.

Agenda

- What is SB 1205?
- CA Health and Safety Code requirements
- Residential occupancies
- Educational occupancies
- Other occupancies
- Strategic plan inspection requirements
- Next Steps

What is SB 1205?

- State legislature sought to ensure fire safety compliance after the Ghost Ship Fire in 2016
- Initial efforts looked to expand on state mandated occupancies to be inspected
- SB 1205 was a compromise to bring accountability to the existing state-mandated inspections
- Requires local agencies to report number of state mandated inspections completed each fiscal year

Health and Safety Code Requirements

Section 13146.2

- **GROUP R - Inspect annually**
 - Hotels/Motels
 - Lodging houses
 - Apartments
 - Other R occupancies

- **Initial inspections completed on all 41 Group R occupancies in the district**
- 25 facilities passed initial inspection
- Remaining re-inspections anticipated completion date of June 1, 2024 .

Health and Safety Code Requirements

Section 13146.3

- **GROUP E** - Inspect annually
 - Public schools
 - Private schools

- Initial inspections completed on all 10 group E occupancies
- 3 have passed their initial inspections
- 7 were issued corrections
- Staff working with those schools to gain compliance over the remainder of the school year.

Other State Mandated Inspections

Additional occupancies that are mandated by the Health and Safety Code for annual inspections, *but are not present in our district*, include:

- High-rise buildings
- Places of Detention
- Hospitals

Inspection Goal by RHFD 2022-2027 Strategic Plan

Occupancy Type	Description	Interval
Commercial fire protection systems	Fire Sprinkler / alarm systems	Annual
High risk	High frequency fires, high potential loss of life or economic loss	Annual
Moderate risk	Moderate frequency of fire or moderate loss of life or economic less	2-years
Low risk	Low frequency, loss of life or economic loss	3-years

Next Steps

Next 3-6 months:

- Complete all re-inspections and gain compliance on all previously inspected occupancies
- Complete 100% of initial inspections for High-risk occupancies (presently 70% complete)
- Fully integrate First Due software for records management of inspections, permits, and billing
- Begin inspections on Moderate-risk level occupancies

Questions?

RESOLUTION 2024-08**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RODEO HERCULES FIRE PROTECTION DISTRICT ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE RODEO-HERCULES FIRE PROTECTION DISTRICT REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES PURUSANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.**

WHEREAS, California Health and Safety Code Section 13146.1 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health and Safety Code Section 13146.2 and 13146.3 requires all fire districts, including the Rodeo Hercules Fire Protection District, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and;

WHEREAS, California Health and Safety Code Section 13146.2 requires all fire districts, including the Rodeo Hercules Fire Protection District, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and

WHEREAS, the Board of the Rodeo Hercules Fire Protection District intends this Resolution to fulfill the requirements of the California Health and Safety Code regarding acknowledgement of the Rodeo Hercules Fire Protection District compliance with California Health and Safety Code Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Rodeo Hercules Fire Protection District that said Board expressly acknowledges the measure of compliance of the Rodeo Hercules Fire Protection District with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the Rodeo Hercules Fire Protection District, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES

Educational Group E occupancies are generally those public and private schools, used by more than six (6) persons at any one time for educational purposes through the 12th grade. Within the Rodeo Hercules Fire Protection District there lies ten (10) Group E occupancies, buildings, structures and/or facilities.

During fiscal year 2023, the Rodeo Hercules Fire Protection District completed the annual inspection of all ten (10) Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report to this resolution.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies, for the purpose of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the Rodeo Hercules Fire Protection District, there lies forty-one (41) Group R (and their associated sub-categories) occupancies of this nature.

During fiscal year 2023, the Rodeo Hercules Fire Protection District complete the annual inspection of forty-one (41) Group R occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report to this resolution.

IF ANY PART OF THE RESOLUTION OR ANY ATTACHMENTS TO IT are for any reason determined to be invalid or unconstitutional, such determination shall not affect the validity of the remaining portions of this Resolution or its attachments, and the Board hereby declares that it would have adopted this Resolution, and each section, subsection, sentence, clause, and phrase hereof, irrespective of any one or more sections, subsections, sentences, clauses or phrases being declared invalid or unconstitutional. The foregoing Resolution was duly and regularly adopted at a regular meeting of the Rodeo-Hercules Fire Protection District Board of Directors meeting held on the 10th day of April 2024, by the following vote of the Board:

AYES:

NOES:

ABSENT:

ABSTAIN:

Delano Doss, Board Chair

ATTEST:

Kimberly Corcoran, Clerk of the Board

RODEO-HERCULES FIRE PROTECTION DISTRICT

MEMORANDUM

Date: April 10, 2024
To: Board of Directors
From: Rebecca Ramirez, Interim Fire Chief
Subject: Resolution 2024-09, Adoption of the Annual Increase in the Measure O Parcel Tax

DISCUSSION:

The Board of Directors of the Rodeo-Hercules Fire Protection District annually affirms, by Resolution, the intention to continue the levy of a Special Tax Funding Measure and declares the amount by which to increase the levy based upon the limitations provided within the context of Measure O (Ordinance 2016-01)¹ and provides notice of a public hearing for the potential increase. For discussion is whether or not the Board should adjust the current Special Tax by the 2023 Consumer Price Index (an increase of \$6 per parcel).

BACKGROUND:

In 2016, after gaining ballot support, the Fire Protection and Emergency Response Services Special Tax Funding Measure was established to finance fire protection and emergency services in the Rodeo-Hercules Fire Protection District. The Measure included a provision for a Senior Exemption for those who qualify.

- General Election Conducted November of 2016.
- Ballot Results: Measure passed with 78% of the weighted returned ballots in favor of the proposed Tax Measure.
- Adjustment to Rate: Annually, if approved by the District Board of Directors, the maximum assessed increase is calculated using the February, San Francisco Area Consumer Pricing Index. The annual percentage increase for Measure O cannot exceed 3%. The current CPI change for 2023 is 2.4%.

¹ “Beginning with fiscal year 2017-2018 and for each fiscal year thereafter, the maximum amount of the special tax shall increase by the lesser of (i) three percent or (ii) the percentage by which the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-San Jose Area published by the Bureau of Labor Statistics of the United States Department of Labor, or any successor to that index, increased in the twelve months prior to March of the calendar year in which the adjustment is made. In no event shall the special tax for any parcel be less than the amount established for the preceding year.”

Fiscal Year	Approved Rate per non-exempt parcel
2017-18	\$216.00
2018-19	\$216.00
2019-20	\$222.00
2020-21	\$228.00
2021-22	\$231.00
2022-23	\$238.00
2023-24	\$245.00

SENIOR EXEMPTIONS:

The Measure O Ordinance allows exemptions to be filed by qualified individuals.

Exemption requirements are:

- Age 65 or older by June 30th of the calendar year the exemption is being filed.
- Own and occupy the property the exemption is requested for.
- Submit an exemption form with required documents on or before the January 31 deadline.
- Submit a completed exemption claim form to the Parcel Tax Administrator with all required documentation attached.

SENIOR EXEMPTIONS RECEIVED

Fiscal Year	# of Exemptions Received	Per Parcel Charge	Total
17/18	231	\$216.00	\$49,896
18/19	345	\$216.00	\$74,520
19/20	326	\$222.00	\$72,372
20/21	497	\$228.00	\$110,334
21/22	568	\$231.00	\$131,208
22/23	618	\$238.00	\$147,084
23/24	678	\$245.00	\$166,110
24/25	681	\$245.00	\$166,845
		\$251.00	\$170,931

OTHER ANTICIPATED OFFSETS:

The Fire District is anticipating an 8% increase to our current costs for Contra Costa County Employees Retirement Association, Athens—the Fire District’s Workers Compensation Insurance Carrier, and CalPERS Medical. These anticipated increases will most likely be equal to or exceed the increase in revenue.

RESULT OF PROPOSED ACTION:

The Rodeo-Hercules Fire District Board of Directors will declare its intention to continue to levy the parcel tax for the fiscal year 2024-25 and adjust the amount by the 2023 Consumer Price Index of 2.4%. Through this action, the Board will instruct District Staff to report their passing of Resolution 2024-09 to the Contra Costa County Tax Collector's office for the fiscal year 2024-25.

FISCAL IMPACT:

The proposed rate change for the Measure O Special Tax for the fiscal year 2024-25 will be \$251.00 per parcel. The total amount of projected revenue generated by the assessments in the fiscal year 2024-25 is approximately \$2,646,544. If the parcel tax remains at \$245.00 per parcel, the total amount of projected revenue generated is approximately \$2,583,280.

RECOMMENDATION:

Due to anticipated increases in County Retirement Rates, medical premiums, and worker's compensation insurance costs, Staff recommends the Board of Directors approve the Resolution declaring the continuance of the Measure O Special Tax for Fiscal Year 2024-25 and adjust said funding measure by the allowable annual CPI of 2.4%, providing for Notice of Public Hearing, on April 10, 2024, for the Rodeo Hercules Fire Protection District.

ATTACHED:

1. Resolution 2024-09
2. Consumer Price Index, February 2024

RESOLUTION 2024-09**RESOLUTION OF THE RODEO-HERCULES FIRE PROTECTION DISTRICT BOARD
OF DIRECTORS ADOPTING THE ANNUAL INCREASE IN THE MEASURE O
PARCEL TAX RECITALS**

WHEREAS, at the November 8, 2016 general election, the voters of the Rodeo-Hercules Fire Protection District adopted Ordinance No. 2016-1 ("Measure O"), authorizing the levy of a special tax measure to finance fire protection and emergency services; and

WHEREAS, the tax imposed by Measure O for the 2023-24 fiscal year was two hundred forty-five dollars (\$245) per parcel of real property within the District (the "Tax"); and

WHEREAS, the provisions of Measure O provide that the amount of the Tax shall increase each fiscal year by the lesser of three percent (3%) or the annual change in the Consumer Price Index for All Consumers for the San-Francisco - Oakland - San Jose area published by the United States Department of Labor; and

WHEREAS, in accordance with the provisions of Measure O, the District is proposing a two and four tenths percent (2.4%) increase in the Tax for the 2024-25 fiscal year; and

WHEREAS, the Board of Directors considered the proposed annual increase in the Tax at a duly noticed public hearing, at which time all interested persons had the opportunity to be heard; and

WHEREAS, the Board of Directors desires to increase the amount of the Tax by two and four tenths percent (2.4%), to two hundred fifty-one dollars (\$251) per parcel.

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Rodeo Hercules Fire Protection District does hereby RESOLVE as follows:

1. The amount of the special tax levied by the District pursuant to Ordinance No. 2016-01, also known as Measure O, shall be two hundred fifty-one dollars (\$251) per parcel for the fiscal year beginning July 1, 2024 and ending June 30, 2025.
2. In accordance with the requirements of Measure O, this special tax shall be collected in the same manner, on the same dates, and shall be subject to the same penalties and interest as other changes and taxes fixed and collected by the County of Contra Costa on behalf of the Rodeo-Hercules Fire Protection District.
3. The Chief is authorized and directed to take such action as necessary to carry out this Resolution.

IF ANY PART OF THE RESOLUTION OR ANY ATTACHMENTS TO IT are for any reason determined to be invalid or unconstitutional, such determination shall not affect the validity of the remaining portions of this Resolution or its attachments, and the Board hereby declares that it would have adopted this Resolution, and each section, subsection, sentence, clause, and phrase hereof, irrespective of any one or more sections, subsections, sentences, clauses or phrases being declared invalid or unconstitutional. The foregoing Resolution was duly and regularly adopted at a regular meeting of the Rodeo-Hercules Fire Protection District Board of Directors meeting held on the 10th day of April 2024, by the following vote of the Board:

AYES:

NOES:

ABSENT:

ABSTAIN:

Delano Doss, Board Chair

ATTEST:

Kimberly Corcoran, Clerk of the Board

RODEO-HERCULES FIRE PROTECTION DISTRICT

MEMORANDUM

Date: April 10, 2024
To: Board of Directors
From: Richard Pio Roda, District Counsel
Subject: Board Approval of Resolution Approving and Authorizing Board Chair to Execute Amendment No. 1 to Interim Fire Chief's Employment Agreement

RECOMMENDATION:

It is recommended that the Board of Directors adopt a resolution approving and authorizing the Board Chair to execute Amendment No. 1 to the Interim Fire Chief's Employment Agreement.

BACKGROUND/DISCUSSION:

The District's Board of Directors, and Interim Fire Chief Rebecca Ramirez desire to amend the Chief's current employment agreement. The Parties have met and conferred and have come to terms on an amendment to the current employment agreement. Updated provisions include an extension to the current term of six months with an additional six-month extension upon mutual agreement of the Parties, accrual of vacation leave equal to a 30-year employee of the District, which is 28 2/3 hours monthly, an agreement that no further or additional formal performance evaluation is required, and minor clean-up language.

FISCAL IMPACT:

No budgetary impacts are anticipated.

RECOMMENDATION:

Adopt the resolution that approves and authorizes the Chair to execute Amendment No. 1 to the Interim Fire Chief's employment agreement.

ATTACHED:

1. Amendment No. 1 to Interim Fire Chief Employment Agreement
2. Resolution 2024-10

**AMENDMENT NO. 1 TO
INTERIM FIRE CHIEF EMPLOYMENT AGREEMENT**

This **Amendment No. 1** ("Amendment") is made by and between the Rodeo-Hercules Fire Protection District ("District") and Rebecca Ramirez ("Employee") (together sometimes referred to as the "Parties") effective as of April 11, 2024, and amends that certain Interim Fire Chief Employment Agreement ("Agreement") effective May 22, 2023, between the Parties.

WHEREAS, District and Employee executed the Agreement, pursuant to which Employee serves as Interim Fire Chief for the District, and

WHEREAS the Parties desire to amend the Agreement.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby amend the Agreement as follows:

1. Section 2 of the Agreement entitled "TERM" is hereby amended to reflect the Parties' understanding and agreement that Employee shall serve an additional six (6) months beyond the effective date of May 22, 2024, which would be to November 22, 2024, with an extension that can only be exercised by mutual agreement of the Parties to serve an additional six (6) months after November 22, 2024 or when a new Fire Chief is appointed, whichever is sooner; and

2. Section 6 of the Agreement entitled "OTHER SUPPLEMENTAL BENEFITS" is hereby amended to reflect that any reference to CalPERS shall include a reference to the Contra Costa County Employees' Retirement Association (CCCERA); and

3. Section 6 of the Agreement entitled "OTHER SUPPLEMENTAL BENEFITS" is hereby amended so that effective April 11, 2024 Employee shall accrue vacation leave of 28 2/3 hours monthly, which is what a thirty (30) year employee would accrue under Bulletin No. 6, issued 9/1/1998 and revised 1/13/2010.

4. The Parties acknowledge and agree that in accordance with Section 7 a performance evaluation was completed by the Parties on or around 90 days after the commencement of employment, and that no additional formal performance evaluation is required for the remainder of the Term of the Agreement; and

5. All other terms shall remain in full force and effect.

This Amendment may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, District has caused this Amendment No. 1 to the Agreement to be signed and executed on its behalf by its Chairperson of the Board and duly attested by the Secretary of the Board.

Rebecca Ramirez

Delano Doss, Chairperson
Board of Directors
Rodeo-Hercules Fire Protection District

Attest:

Kimberly Corcoran, Secretary to the Board

Approved as to Form:

Richard D. Pio Roda, District Counsel

RESOLUTION 2024-10

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RODEO-HERCULES FIRE PROTECTION DISTRICT TO APPROVE AND AUTHORIZE THE CHAIRPERSON OF THE BOARD TO EXECUTE AMENDMENT NO. 1 TO THE INTERIM FIRE CHIEF'S EMPLOYMENT AGREEMENT

WHEREAS, Amendment No. 1 to the Interim Fire Chief's employment agreement between the Rodeo-Hercules Fire Protection District and Rebecca Ramirez is presented to this board of Directors, a draft of which is attached to this Resolution; and

WHEREAS, the proposed amendment does not change or affect the current budget; and

WHEREAS, the Board is familiar with the contents thereof.

NOW, THEREFORE, the Board of the Rodeo Hercules Fire Protection District does **RESOLVE** as follows:

1. That said Amendment No. 1 to the Interim Fire Chief's employment agreement is hereby approved and execution by the Chairperson of the Board is hereby authorized.

IF ANY PART OF THE RESOLUTION OR ANY ATTACHMENTS TO IT are for any reason determined to be invalid or unconstitutional, such determination shall not affect the validity of the remaining portions of this Resolution or its attachments, and the Board hereby declares that it would have adopted this Resolution, and each section, subsection, sentence, clause, and phrase hereof, irrespective of any one or more sections, subsections, sentences, clauses or phrases being declared invalid or unconstitutional. The foregoing Resolution was duly and regularly adopted at a regular meeting of the Rodeo-Hercules Fire Protection District Board of Directors meeting held on the 10th day of April 2024, by the following vote of the Board:

AYES:

NOES:

ABSENT:

ABSTAIN:

Delano Doss, Board Chair

ATTEST:

Kimberly Corcoran, Clerk of the Board

Rodeo-Hercules Fire Protection District
MEMORANDUM

To: Board of Directors, Rodeo-Hercules Fire District
From: Rebecca Ramirez, Interim Fire Chief
Subject: Fire Chief's Report
Date: April 10, 2024

Labor Relations /Personnel

We congratulate Matt Greiner on his promotion to the position of Captain. We have several personnel off on extended leave, but all are expected to return in the next month.

Reporting: Chief Ramirez

Operations

- 3/24: Q76 responded to Pinole as part of first alarm response for a structure fire and assisted Engine 74 and Engine 73 with overhaul and searching for extension of a chimney fire.
- 03/27: Q76 responded to a vehicle accident at Sycamore and Willow, multiple patients required extrication, 2 patients transported with minor to moderate injuries.
- 04/01: Q76 and E75 responded to a vehicle down an embankment one patient extracted and transported.
- 04/02: Q76 and E75 responded to a report of a kitchen fire in a retirement facility. The second floor became charged with smoke causing danger to the residents, some of whom had limited mobility. The building was ventilated while occupants sheltered in place. No injuries and minimal damage.
- 04/04: Q76, E75, B7 responded to multiple vehicle accident on west bound highway 80. The accident involved multiple occupants of four vehicles spread out between two locations. Moderate damage to all vehicles, no patients transported.

Reporting: Captain Solidum

Training

Multi company and multi jurisdiction large commercial occupancy fire and training scenarios and high angle rope rescue training with auto aid partners/ConFire. Multi Company training with Battalion 7 covering 2-1/2" hose management in large structures. In service training in district with aerial ladder spotting and set up. After action review of structure fire on 3rd St.

Reporting: Captain Solidum

Facilities/Equipment

Bathroom renovations at station 75 are underway. The station alerting systems have been installed at both stations and our personnel are coordinating training for the crews and with Dispatch to ensure seamless transition. The City of Hercules is preparing for roof replacement at station 76, we thank them for their partnership.

Reporting: Chief Ramirez

Fleet Management

Engine 75 was at Golden State shop from 2/5-3/8 for a total of 32 days for multiple repairs and warrantee work. Engine 75A is currently out for repairs for electrical repairs, annual service, and front tire replacement. Both type 3 Brush Engines are next in line for annual service. Quint76A is at the repair shop for extensive repairs including

pump intake and discharge valve(s) repair, plumbing, generator exhaust repair. Q76A has been gone since early February. River Delta Fire District will be receiving the recently decommissioned 2005 Ford Expedition (command vehicle) as a purchase for 1\$. They are very appreciative to the Board for the assistance.

Reporting: Captain Solidum

Grants/Reimbursements

Two grants under the Assistance for Firefighting Grant program with FEMA have been submitted for cardiac monitors and portable radios. Award announcements expected this summer. We appreciate the assistance from our staff and Townsend in the submissions. No word yet on previously submitted HSGP for Thermal Imaging Cameras. Possibility for earmark funding request for Type 3 engine with support from Rep. Garamendi.

Reporting: Chief Ramirez

Community Risk Reduction

The Fire Marshal collaborated with officials from the city of Hercules on a safety concern at a residence with possible hoarding issues, provided feedback to the city and the homeowner. Hercules blood pressure screening is offered the second Wednesday of every month at 11am at the Hercules Senior Center. Rodeo hosts a blood screening at the Senior Center located at 189 Parker Ave on the first Tuesday of every month.

Reporting: Chief Ramirez

Prevention

Fire Marshal Lellis and George Apple have been meeting with developers of Franklin Canyon RV Resort project. Planning with city of Hercules to discuss preparation for Fourth of July event at the bayfront. Development of a weed abatement program is in progress program to be presented in May.

Reporting: Chief Ramirez

Fiscal Stabilization/Budget

Budget preparation underway. Third quarter review in May.

Reporting: Chief Ramirez

Community Activities/Meetings

Chief attended RMAC monthly meeting. Thanks to all who came by last week to wish Chuck Coleman a fond farewell and thank him for his 38 years of service.

Reporting: Chief Ramirez

M E M O R A N D U M

To: Rebecca Ramirez, Fire Chief, Rodeo Hercules Fire District

From: Alex Gibbs, Grants Director, Townsend Public Affairs, Inc.
Sammi Maciel, Associate, Townsend Public Affairs, Inc.
Simi Rehill, Associate, Townsend Public Affairs, Inc.

Date: April 2, 2024

Subject: Grants and Funding Monthly Report

Overview

The purpose of this memo is to provide a monthly outline of upcoming funding opportunities and grant programs that could potentially meet the District's funding needs in the near future. This memo is not a comprehensive list of all grants that are currently available, but ones that you may be able to submit competitive applications for relevant priority projects.

Future Opportunities

The month of March featured budget deliberations between the Governor's Administration and both houses of the Legislature on topline spending items in preparation for the enactment of the FY 2024 Budget Act in June. Legislative leaders are focused on identifying solutions to mitigate the potential impacts of the impending deficit. The Budget's revenue shortfall is estimated to be as low as \$38 billion to as high as \$75 billion, depending on various assumptions about revenue returns and multi-year forecasts. As of the beginning of April, the Governor's Administration projects that it still has approximately \$51 billion in tax receipts to account for before the formation of the Budget Act.

While the budget proposal serves as an important benchmark for the state's fiscal health predictions, it is important to know that formulating a final budget agreement is an iterative process that will require negotiations and concessions between both houses of the Legislature and the Governor. Overall, the Legislature is required to pass the State Budget by the June 15 constitutional deadline. It is important to note that the budget situation is subject to change, should April tax revenues come in higher than expected.

Looking Ahead: Grant Program Highlights

Name	Awards & Match	Description	Timeline
<p>Federal Emergency Management Agency (FEMA)</p> <p><u>Staffing for Adequate Fire and Emergency Response (SAFER)</u></p>	<p>No Award Maximum</p> <p>35% Match Required</p> <p>There is \$360 million available for a projected number of 300 awards.</p> <p>The period of performance is 36 months for all grants awarded under the Hiring Activity.</p>	<p>The FEMA SAFER grant program assists local fire departments with staffing and deployment capabilities to respond to emergencies and assure that communities have adequate protection from fire and fire-related hazards. The Hiring Activity offers grants to support applications to hire new, additional firefighters (or to change the status of part-time or paid-on-call firefighters to full-time firefighters), rehire laid off firefighters, or to retain firefighters facing layoff.</p>	<p>April 12, 2024, by 2 p.m. PST</p>
<p>Federal Emergency Management Agency (FEMA)</p> <p><u>Fire Prevention and Safety (FP&S)</u></p>	<p>Maximum Award: \$1,500,000</p> <p>There is \$36 million available for a projected number of 100 awards.</p> <p>The period of performance for projects funded under the FP&S Activity is generally 12 months.</p>	<p>The FP&S Program provides financial assistance to fire departments for fire prevention programs and firefighter health and safety research and development such as clinical studies that address behavioral, social science, and cultural research.</p>	<p>April 12, 2024, by 2 p.m. PST</p>
<p>CalFire</p> <p><u>California Forest Legacy Program 2024</u></p>	<p>No match required but additional points will be awarded up to 50% match</p>	<p>The purpose of the Forest Legacy Program is to protect environmentally important forest land threatened with conversion to non-forest uses. Protection of California's forests through this program ensures they continue to provide such benefits as sustainable timber production, wildlife habitat, recreation</p>	<p>Pre-Applications Deadline: April 16, 2024</p> <p>Application Deadline: May 7, 2024</p>

		opportunities, watershed protection and open space.	
<p>Firehouse Subs</p> <p>Firehouse Subs Grant Program</p>	<p>Average Award: \$10,000 to \$25,000</p> <p>No Match Required</p>	<p>The Firehouse Subs Program provides funding to purchase equipment or provide training for firefighters in areas where the restaurant chain operates.</p>	<p>Applications accepted quarterly:</p> <ul style="list-style-type: none"> • Quarter 3 2024: Thursday, April 4, 2024 • Quarter 4 2024: Thursday, July 11, 2024 • Quarter 1 2025: Thursday, October 10, 2024 <p>Application portal opens at 7 AM PST and typically closes within the first few hours after the maximum of 600 applications has been reached.</p>
<p>Gary Sinise Foundation</p> <p>First Responder Grant</p>	<p>No Award Min. or Max.</p> <p>No Match Required</p>	<p>The Gary Sinise Foundation's First Responders Grants provide critical funding for emergency relief, training, and essential equipment.</p>	<p>Ongoing</p> <p>Applicants are limited to one application per calendar year regardless of approval/denial of the application.</p>
<p>Department of Homeland Security (DHS) via CalOES</p>	<p>TBA</p> <p>Match Required</p>	<p>The goal of SLCGP is to assist SLT governments with managing and reducing systemic cyber risk.</p> <ul style="list-style-type: none"> • CalOES is submitting their cybersecurity plan to 	<p>CalOES continues to publish updates through their listserv.</p>

<p><u>State and Local Cybersecurity Grant Program</u></p>		<p>FEMA/DHS by the end of September.</p> <ul style="list-style-type: none"> • CalOES will then publish information on how local governments can apply for funding. • Email the program officer at <u>Eric.Nehls@CalOES.ca.gov</u> to be added to their listserv for updates on the program. 	<p>Guidance for applicants has not been posted to the CalOES website as of April 1, 2024.</p>
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Grants Tracker

Submitted Applications

Submission Date	Grant Agency	Grant Program	Project	Request Amount	Local Match	Project Total
3/7/2024	FEMA	Assistance to Firefighters Grants (AFG)	Monitor Defibrillator	\$218,542.35	\$21,854.23	\$240,396.58
3/8/2024	FEMA	Assistance to Firefighters Grants (AFG)	Regional Request: Radio	\$279,867.68	\$25,442.52	\$260,114.92



RODEO-HERCULES FIRE PROTECTION DISTRICT
1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547
(510) 799-4561 www.rhfd.org

April 9, 2024

The Honorable John Garamendi
United States House of Representatives
2004 Rayburn House Office Building
Washington, DC 20515

RE: Request for Support for Community Project Funding, Rodeo Hercules Fire District

Dear Congressman Garamendi,

I am writing to express my strong support for the Rodeo Hercules Fire District's request for Community Project Funding to acquire a Type 3 fire engine apparatus.

The Rodeo Hercules Fire District serves an area characterized by challenging terrain, particularly the hilly landscapes prevalent in the East Bay region. In such environments, traditional fire engines often face limitations in accessing remote or rugged areas, which can significantly impede emergency response efforts. However, a Type 3 fire engine possesses the capability to navigate off-road terrain with greater ease and efficiency, allowing firefighters to reach otherwise inaccessible areas swiftly and effectively.

By securing funding for the acquisition of a Type 3 fire engine, the Rodeo Hercules Fire District would greatly enhance its ability to respond to emergencies in the community, especially in instances where traditional vehicles struggle to maneuver. Whether combating wildfires, conducting search and rescue operations, or providing medical assistance in remote locations, this specialized apparatus would undoubtedly bolster the District's capacity to protect lives and property.

Furthermore, investing in a Type 3 fire engine aligns with the District's commitment to proactive emergency preparedness and disaster response. As this region continues to face the growing threat of wildfires and other natural disasters, it is imperative that the District has access to the tools and resources necessary to mitigate risks and safeguard the community. Funding for this apparatus will not only enhance the District's emergency response capabilities but also contribute to the overall safety and resilience of the community.

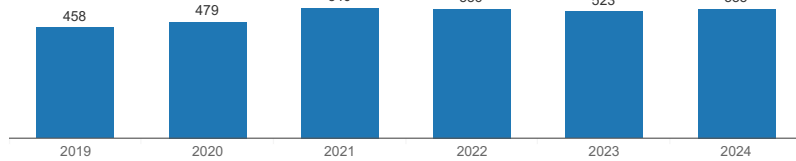
Thank you in advance for your consideration of this request.

Sincerely,

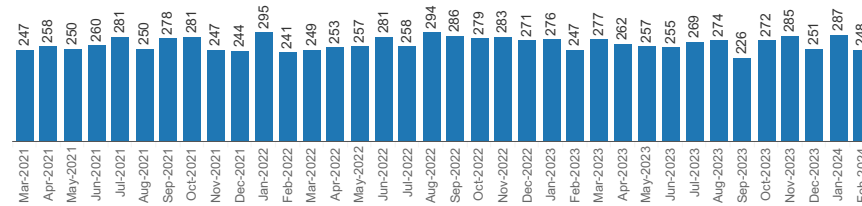
Rebecca Ramirez
Fire Chief

Rodeo Hercules - February 2024 - Incident Snapshot

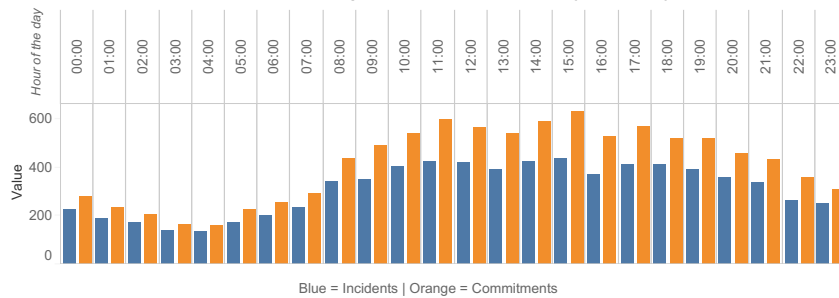
Number of Incidents Year to Date Year-Over-Year - January to February



Number of Incidents by Month (Last 36 Months)

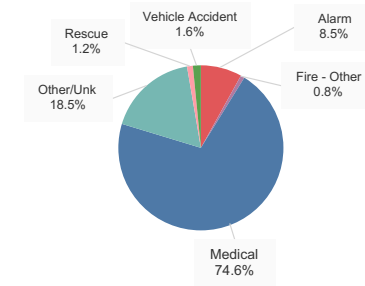


Number of Incidents and Number of Engine and Truck Commitments by Hour of Day Over 36 Months



Number of Incidents by Type - 2024

Type	Incidents	% of Total
Alarm	21	8.5%
Fire - Other	2	0.8%
Medical	185	74.6%
Other/Unk	46	18.5%
Rescue	3	1.2%
Vehicle Accident	4	1.6%
Grand Total	248	100.0%



Average Times for Engines and Trucks Responding to Fire Emergencies in Rodeo Hercules When First On Scene – Last 12 Months Including February 2024

Duration	Benchmark	Compliance	Average	Count
Call Processing	00:01:30	61.1%	00:01:27	113
Turnout	00:01:50	52.9%	00:01:47	104
Travel			00:04:53	111
Total Response			00:07:57	113
Response	00:06:00	50.9%	00:06:33	112

Average Turnout Times for Units E75 and Q76 by Day/Night and Personal Protection Equipment Over the Last 12 Months

PPE	Unit ID	Time of Day	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
PPE	E75	Day	00:01:25	00:01:25	00:01:28	00:01:33	00:01:23	00:01:33	00:01:12	00:00:49	00:01:22	00:00:42	00:01:21	00:01:13
		Night	00:02:33	00:02:20	00:02:25	00:03:36	00:02:37	00:01:55	00:02:17					00:01:07
PPE	Q76	Day	00:02:26	00:01:22	00:01:22	00:01:19	00:01:39	00:01:22	00:01:13	00:01:13	00:01:51	00:00:36	00:01:17	00:00:49
		Night	00:02:19	00:02:15	00:02:07	00:02:03	00:02:38	00:02:36	00:02:11	00:01:52	00:02:31	00:02:26	00:02:10	
Not PPE	E75	Day	00:01:47	00:01:42	00:01:19	00:01:17	00:01:19	00:01:15	00:01:34	00:01:27	00:00:59	00:01:50	00:01:55	00:01:45
		Night	00:02:06	00:02:37	00:02:42	00:03:05	00:02:30	00:02:07	00:01:30					00:02:24
Not PPE	Q76	Day	00:01:34	00:01:54	00:01:17	00:01:02	00:01:37	00:01:17	00:01:28	00:01:09	00:01:37	00:01:10	00:01:11	00:01:22
		Night		00:02:50		00:02:28	00:01:19	00:01:28	00:01:57	00:02:42	00:02:18	00:02:11	00:02:23	00:01:36
Grand Total			00:01:50	00:01:44	00:01:35	00:01:33	00:01:43	00:01:36	00:01:33	00:01:27	00:01:33	00:01:14	00:01:29	00:01:21

Average Times for Engines and Trucks Responding to EMS Emergencies in Rodeo Hercules When First On Scene – Last 12 Months Including February 2024

Duration	Benchmark	Compliance	Average	Count
Call Processing	00:01:00	30.60%	00:01:38	670
Turnout	00:01:30	42.69%	00:01:42	609
Travel			00:04:24	669
Total Response			00:07:40	670
Response	00:05:40	41.55%	00:06:04	669

Mutual and Auto Aid for the Last 12 Months
Total Amount of Time Committed by Engines and Trucks from Rodeo Hercules to Other Agencies and From Those Agencies to Rodeo Hercules

Jurisdiction	Given	Received
CCCFPD	145:33:53	98:23:28
Crockett	42:44:33	45:44:37
El Cerrito	00:00:00	01:03:11
Richmond	05:49:52	00:31:38
Other	00:00:00	05:59:10
Grand Total	194:08:18	151:42:04

RODEO-HERCULES FIRE PROTECTION DISTRICT

MEMORANDUM

Date: April 10, 2024

To: Board of Directors, Rodeo-Hercules Fire Protection District

From: Directors Bowman and Mikel, Board Governance Ad Hoc Committee

Subject: Report on CSDA Key Learnings Workshop

The Board Governance Ad Hoc Committee used the results of the December CSDA Key Learnings survey to summarize areas of agreement, collectively prioritize blocks of work, and determine our next steps.

Key areas where the Board has consensus are summarized below:

- **Board orientation/onboarding:** a focus on Board unity of purpose, speaking with one voice, working together to be a voice for the community, continuing education with CSDA SDLA, understanding and completing State mandated training, Board oversight.
- **Community engagement:** establish a comprehensive community engagement plan for getting our message out, sharing our direction, and engaging our community in the District's direction; ensuring RHFD provides the services the community desires.
- **Implementation of the strategic plan:** in line with the District and its mission; communicating our short- and long-term goals, annual review of the strategic and business plans, providing direction to staff.
- **Financial:** understanding key financial reports (expense, capital, reserves, investments), aligning the budget with the strategic plan, reviewing the budget quarterly, Board engagement with the auditors, identifying red flag areas, advocating for the district to obtain alternate funding to enhance financial stability and provide funds for non-recurring needs.
- **Understanding Human Resources:** Hire a HR expert to assist Board responsibilities vs. the Fire Chief, including the Board's role and process in evaluating the Fire Chief, review vendor peer reviews every 3 years, change of key consultants (legal, auditor, labor, HR) every 5-7 years (best practice), understanding effective organizational management, providing direction to staff.

The Board engaged in an exercise to determine our collective priorities among the above topics, and to identify volunteers to serve on Ad Hoc committees to assist the Board in further development and implementation of the key learnings. The exercise resulted in the following recommendations for consideration by the Board at the April Board meeting:

- ✓ Strategic Plan to be managed by the Board as a whole
- ✓ Possible Board Orientation/Onboarding Ad Hoc, including coordination with Corcoran and the addition of understanding key financial reports from the Financial category (Bowman and Mikel)*

- ✓ Possible Community Engagement Ad Hoc (Doss and Hill)*
- ✓ The Financial category will be largely integrated into the Budget Ad Hoc committee (Davidson and Hill) except for the understanding of key financial reports (to be integrated into the Board orientation/onboarding category) and Board engagement with the auditors. As the engagement with the auditors takes place outside of the development of the budget, the Chair will reconvene the Budget Ad Hoc committee during the term of the auditors review and annual reporting; Chief will coordinate the meeting between the Board and the auditors.
- ✓ The Understanding Human Resources category (Bowman and Doss)* will be tabled for now.

*The Chair would need to approve the formation of an Ad Hoc committee including the members of the committee.

LIST OF FUTURE RHFD AGENDA ITEMS April 2024

Meeting Date	Agenda Item Description	Priority (Legal or RHFD Required, Board Priority, Closed Session, Board Other, Staff Other)	Responsible Party (Board, Staff, Counsel, etc.)	Report (R), Presentation (P), Resolution (RES), Contract (C), RFP	Item Type (Action, Discussion, Receipt of Report, Information, Public Hearing, etc.)	Status (Completed, ongoing, etc.)	Comments (Requested by, Updates, etc.)
08/14/24	Update to District Process for Onboarding Directors & Meas.	Board Priority	Staff	R	Information		Onboarding of Directors & Meas O to ensure legal
07/10/24	AFG Grant Submittal	Board Priority, Staff	Staff	R,Res	Consent / Action		Agree to support AFG grant submittal for Radios and Cardiac Monitors and, if award is received, accept award.
06/12/24	ROPS-Bob Campbell presentation					Tentative	Tentative Awaiting reply
06/12/24	2024/25 FY Budget presentation and adoption	Board Priority	Staff, Financial consultant	R,P, Res	Discussion and Possible Action		Board receive and adopt 24-25 FY budget
06/12/24	Election Resolution	RHFD Required	Staff	R	Consent / Action		
05/08/24	Weed Abatement	Board Priority	Staff	R,P	Discussion/possible action		Presentation of weed abatement program
05/08/24	Local Hazard Mitigation Program Final	Board Priority, Staff, Legal	Staff	R	Discussion/possible action	Tentative	Approve final LHMP documents for insertion into the MJLHP
05/08/24	Benefit Assessment Levy	RHFD Required	Staff	R	Consent / Action		Couty Wide plan
05/08/24	3rd Quarter Budget Review	Board Priority, Staff	Staff	R, P	Information/Discussion		3rd quarter review of the 2023/24 budget.
05/08/24	County Wildfire Mitigation Program Presentation	Board Priority, Staff	Michelle Rinehart	P	Information/Discussion	Tentative	Presentation given by CCCFPD re: wildfire mitigation services and accessibility
05/08/24	Possible Update on Waiver of Meas. O Parcel Late Fees	Legal	Staff, Counsel	R, P, RES	Discussion	continued	Nov. because data needed from County. Resolution only if needed to support changes to Meas O. Completed-no changes. Staff to follow-up with County on waiver of late Board receives 1205 compliant report and resolution on completion of annual state mandated fire prevention inspections.
04/10/24	Report on state mandated fire prevention inspections	Board Priority	Staff, CSG Consultant	R,Res	Discussion and Possible Action		
04/10/24	Measure O CPI Increase Public Hearing	Board Priority, Legal	Legal	R, Res	Public Hearing, Discussion and Possible Action		
04/10/24	Cal Fire Area Operating Plan AOP	Staff	Staff	R, Res	Consent / Action		Agreement with CalFire and local regional agencies on Area Operating Plan for wildfires and large incidents.
03/27/24	Special Meeting CSDA Key Learnings	Board Priority	Consultant and Ad Hoc	Workshop	Discussion & Possible Action	Completed	Workshop facilitated by moderator who will assist Board in prioritizing and implementing key learnings. Moved from Feb. 21.
03/13/24	Public Hearing Fire Prevention Fees	Board, Legal, RHFD, State	Staff	R, P, RES	Public Hearing, Discussion and Possible	Completed	Done Board to hold public hearing and discuss and adopt updated fire prevention fees and corresponding ordinance. Completed adopted.
03/13/24	Receive 2022-2023 Annual Audit Report	Board, Legal, RHFD, State	Consultant, Staff	R, P	Board Receives Report	Completed	DONE received
03/13/24	Receive 2022-2023 Measo O Annual Audit Report from Chief	Board, Legal, RHFD, State	Staff	R, P	Board Receives Report	Completed	DONE Board Received
03/13/24	Agreement for services M.E.D. Enterprises	Board Priority	Board	Res	Discussion & Possible Action	Completed	DONE Consider and approve agreement for services and
03/13/24	Agreement for services Strategic Advisory Services	Staff	Staff	R, Res	Discussion & Possible Action	Completed	DONE Consider and approve agreement for financial services SAS Completed approved
03/13/24	Agreement for services Redwood Public Law	Board Priority	Board/Staff/Legal	R, Res	Discussion & Possible Action	Completed	DONE.Consider and approve agreement for legal services Redwood Public Law Completed Approved
02/21/24	Special Meeting Strategic Plan RFP	Board Priority	Consultant and Ad Hoc	R, P	Discussion & Possible Action	Completed	Done CSDA workshop moved to Mar. 27
02/14/24	Receive Mid-Year Budget Report	Board, Legal, RHFD, State	Staff	R, P, RES	Informational	Completed	DONE. Update from Chief.
02/14/24	Firefighter of the year proclamation	Board	Staff	P	Proclamation	Completed	DONE. Proclamation of FFOTY by Board Chair
02/14/24	Local Hazard Mitigation Program	Board Priority, Staff, Legal	Staff	R	Discussion and Action.	Completed	presented in draft and comments received for submission

AGENDA ITEM 22

02/14/24	Quarterly Report on Future Agenda Items	Board Priority, Staff	Staff and Chair	R	Info. & Discussion.	Completed	Quarterly report approved by Board. Chair to coordinate with Chief discuss moving it to monthly reporting.
02/14/24	Modification to agreement with M.E.D. Enterprises	Board,Staff, Legal	Board	N/A	Discussion poss act	no action	Discuss possible modifications to contract
02/14/24	Measure O Ordinance revisions	Board, Legal, RHFD, State	Board, AdHoc	N/A	Discussion poss act	no action	Discussion
02/14/24	CSDA Key Learning workshop	Board, AdHoc governance	Board, AdHoc	N/A	Discussion poss act	scheduled	Discussion
02/14/24	District EMS Responsibilities	Legal	Staff	P	Information	Completed	DONE. Board seeking clarification of District
01/31/24	Special Meeting Strategic Plan	Board Priority	Consultant and Ad Hoc	R, P	Discussion & Possible Action	Completed	DONE. Meeting 6pm-8pm. Waiting direction from Mr. Pio Roda on whether a PH is required as Board is considering modifying OPS standards. PH requires 30 day public notice. No PH required.
01/10/24	Consideration of Meas. O Assessment to Unit vs. Parcel	Board Priority, RHFD	Director Davidson	R	Action	no action	DONE. Ad Hoc created for recommendation of a consultant to assist Board in analysis and feasibility.
01/10/24	Financial Stability Considerations for Special Districts	Board Priority	Board, RHFD	R, P, RES,	Action	no action	DONE. Gathering info. from State & National Chapters & Business Affiliates; they hire grant writing agencies. Board Alternate Funding Ad Hoc to present with Chief Agreement to hire a grant writing company to meet various District needs. Board approved hiring TPA.
01/10/24	District Reorganization	Legal, Board Priority	Board		Action		DONE. Selection of Chair and Vice-Chair
01/10/24	Annual Calendar	Board Priority	Board	Calendar	Informational	Completed	DONE. Annual Calendar prepared in coordination with
01/10/24	Bathroom Renovations and Additional Funding Request	Board Priority, RHFD	RHFD	R, Estimates	Action		DONE. Approved by Board.
01/10/24	CSDA Key Learnings Survey Report	Board Priority	Board	R	Informational	Completed	DONE. Ad Hoc will recommend moderator for Board workshop on Feb. 21.
01/10/24	Local Hazard Metigation Program	Board, Legal, RHFD, State	Staff	R, P, RES	Informational		DONE. District coordinating with City of Hercules. Presentation in January. Future updates TBD by Chief.
12/13/23	Special Meeting: Strategic Plan Workshop	Board Priority	Counsultant Mike Despain	P	Discussion & Action	Completed	DONE. Hold date & time. Despain led workshop 6PM-8PM.
11/08/23	Update on Possible Meas O Waiver of Zero Value Parcels	Legal	Staff, Counsel	R, P, RES	Action	Completed	Moved from Oct. to Nov. because data needed from County. Resolution only if needed to support changes to Meas O. Follow-up from Aug. Board meeting. Completed-no changes. Staff to follow-up with County on waiver of late fees by county for the 178 parcels. Update TBD.
11/08/23	Review of Strategic Plan & Business Implementation Plan	Board Priority	Board	P	Action	Completed	DONE. Possible approval of brochures for distribution. Approved by Board. SP Ad Hoc to coordinated distribution with Chief.
11/08/23	Procurement of Station Alerting Systems	Board Priority, Legal	Staff, Counsel	R,RES,RFP, C	Action	Completed	DONE. Approved by Board. District did not receive Meas X funds for alerting system. Chief to move forward with purchase in Dec. Update at Jan Bd meeting in Chief's report; system to be installed in Jan.
11/08/23	District Process for Onboarding Directors & Meas. O Committee Members	Board Priority	Saff	R	Information	moved to August 2024	Onboarding of Directors & Meas O committee members to ensure legal requirements are met, individuals and Board are aware of when their term ends. Update moved to April per Chief's request.
11/08/23	Role of General Counsel & Board Management of Interactions with Counsel	Board Other	Counsel	R	Information	Completed	DONE. Director's request.

