



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

**REGULAR BOARD MEETING MINUTES  
 OCTOBER 18, 2023**

1. **CALL TO ORDER/ROLL CALL** Meeting called to order at 6:35pm. Chair Marie Bowman and Directors Steve Hill, Charles Davidson and Robyn Mikel present. Vice-Chair Delano Doss not attending due to illness.
2. **PLEDGE OF ALLEGIANCE** (00:35)
3. **PUBLIC COMMUNICATION-CLOSED SESSION ITEM** (1:15) None.
4. **ADJOURN TO CLOSED SESSION** (1:22)
5. **RECONVENE IN OPEN SESSION/CLOSED SESSION REPORT OUT** (1:42) Nothing to report out.
6. **ANNOUNCEMENTS OF DISTRICT EVENTS** (1:50) Open House will be Saturday, October 21<sup>st</sup>.
7. **CONFIRMATION OF THE AGENDA** (4:22) Motion made by Director Mikel to confirm the agenda. Seconded by Director Hill.

**ROLL CALL VOTE (4-0)**

Bowman: Yes  
 Hill: Yes  
 Davidson: Yes  
 Mikel: Yes

8. **REVIEW OF CORRESPONDENCE TO THE BOARD** (4:48) None.
9. **PUBLIC COMMUNICATIONS ON ITEMS NOT ON THIS AGENDA** (5:00) None.
10. **CONSENT CALENDAR** (5:25) Motion to approve the consent calendar made by Director Hill. Seconded by Director Mikel.

**ROLL CALL VOTE (4-0)**

Bowman: Yes  
 Hill: Yes  
 Davidson: Yes  
 Mikel: Yes

11. **PUBLIC HEARING** (6:06) Motion made by Director Davidson to re-confirm levying and collection for the Fire District Benefit Assessment Ordinances. Seconded by Director Mikel.

**ROLL CALL VOTE (4-0)**

Bowman: Yes  
Hill: Yes  
Davidson: Yes  
Mikel: Yes

12. **FIRE STATION 75&76 EMERGENCY REPAIRS AND RENOVATIONS** (9:10) Motion made by Director Hill to approve emergency repairs and renovations to fire stations 75 & 76. Seconded by Director Mikel.

**ROLL CALL VOTE (4-0)**

Bowman: Yes  
Hill: Yes  
Davidson: Yes  
Mikel: Yes

13. **EMERGENCY MEDICAL CARE QUALITY ASSURANCE AND SUPPORT SERVICES AGREEMENT** (12:58) Motion made by Director Hill to approve emergency medical care quality assurance and support services contract. Seconded by Director Mikel.

**ROLL CALL VOTE (4-0)**

Bowman: Yes  
Hill: Yes  
Davidson: Yes  
Mikel: Yes

14. **CALIFORNIA PULBIC RECORDS ACT MINOR PROCEDURES UPDATES** (16:26)

15. **DISTRICT PREVENTION FEES** (17:41) Information regarding reassessment of district fees. Study can be completed in-house or via consultant.

16. **MANAGEMENT OF AGENDA ITEMS** (27:50) Motion to accept agenda item management and administrative calendar, with quarterly reviews for relevance, and adopt calendar as the board's process moving forward made by Director Mikel, seconded by Director Hill.

**ROLL CALL VOTE (4-0)**

Bowman: Yes  
Hill: Yes  
Davidson: Yes  
Mikel: Yes

17. **FIRE CHIEF'S REPORT** (39:15) Report of notable incidents in the district and surrounding jurisdictions made by Captain Skye Johnson. Notable quick response by RHFD and Hercules PD at critical incident, resulting in saving lives.

18. **STAFF REPORTS** (54:35) None.

19. **BOARD MEMBER REPORTS** (54:43) 1<sup>st</sup> quarter budget report moved from October to November since financial data not available yet from the county. Strategic plan update: Despain met with Crockett Fire and Berkeley to discuss partnership. Board agrees to reach out to all prospective partnerships, including Richmond Fire. Despain to return for 11/29 workshop to dive deeper into the data. Forwarding feature activated on website. Negotiating with web provider for font feature. Director Bowman attended Richmond Fire's open house on 11/14.
20. **MEASURE O OVERSIGHT COMMITTEE** (59:55) Nothing to report. Next meeting will be in February, 2024.
21. **LOCAL 1230 COMMENT** (1:00:00) Captain John Bischoff commenting. There was a distressing toddler fatality call in early October in Rodeo. Chief Ramirez, B/C Darren Johnson and B/C Jim Brooks (ConFire) initiated and supported a critical incident stress debriefing team for affected personnel.
22. **REQUEST FOR FUTURE AGENDA ITEMS** (01:01:52) Board directed to new calendar for more information on future agenda items. Board will give basic report on the training to be received in October.
23. **ADJOURNMENT** Meeting adjourned at 8:25 pm.

---

Board Vice Chair