



RODEO-HERCULES FIRE PROTECTION DISTRICT
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SPECIAL BOARD MEETING MINUTES

JANUARY 31, 2024

1. **CALL TO ORDER/ROLL CALL** Meeting called to order at 6:02 p.m. Directors Delano Doss, Marie Bowman, Steve Hill, Charles Davidson and Robyn Mikel present.
2. **PLEDGE OF ALLEGIANCE** (00:45)
3. **LAFCO PRESENTATION** (1:30)
 Lou Ann Texeira presented on LAFCO's role in forming, dissolving, and consolidating local agencies, establishing spheres of influence and service boundaries, and making decisions that are quasi-legislative and not appealable except to the courts. He highlighted the progress of the third round wastewater and the second round county service area, and discussed the progress of municipal service reviews addressing fire and emergency services. Currently, LAFCO is recruiting for a public member, alternate commissioner, updating their directory of local agencies, and processing an application to dissolve the Alamo Lafayette Cemetery district.

Public Comment

Robert Baum
 Jan Callaghan
 Maureen Brennan

4. **CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT OVERVIEW** (19:45)
 Chief Lewis Broschard provided an update on Confire's station locations and future plans. He mentioned that stations 90 and 94 are in the planning stages, with bids for contractors and architects about to be issued. Chief Broschard clarified that Confire is a separately funded government entity, sharing its board of directors with the county. He highlighted the deep staffing levels and robust fleet of Confire, which allowed them to maintain operations during the pandemic. Chief Broschard also discussed the organization's commitment to employee health and wellness, including an upcoming comfort K-9 program and physical therapy services. He announced that Confire was awarded a 2.5 million dollar state grant for expanding and maintaining health and wellness for their members.

Chief Brian Helmick presented an overview of the fire department's operations and addressed the board and public questions. He emphasized the challenges faced by the department due to structural deficits and the importance of community engagement. Chief Helmick shared his experiences as the first hired employee of the newly consolidated East Contra Costa FPD and proposed the idea of consolidation or annexation as a potential solution. He highlighted the need for a five-year plan to improve service levels and the importance of investing in the health and wellness of firefighters. He also discussed the complex process of annexation and the potential benefits of being part of the largest fire district in the county.

Public Comment

Robert Baum

5. **REQUEST FOR PROPOSAL DEVELOPMENT (1:37:53)**

Chief Mike Despain discussed the development of a proposal for a potential contract for service. He emphasized that the request for proposals (RFP) is a tool to outline expectations and requirements for potential partners. He mentioned that they have contacted all viable agencies within the region and only two have expressed interest. Chief Despain also clarified that the RFP is specifically for option B, which involves partnerships, and not for options A and C, which involve investment for local control and annexation respectively. He also highlighted that the RFP allows agencies to propose variations in the scope of work, making it a flexible tool for potential partnerships.

The team deliberated on the strategic plan, specifically focusing on the request for proposal (RFP) process. Chief Despain emphasized the importance of leaving no stone unturned in the search for a viable service partner and the need to definitively answer whether there is any interest in a contract for service. The team also discussed the possibility of breaking down the RFP into more manageable options, such as B and C, to make it easier for potential partners to understand and respond to. There was also a discussion about the potential impact of annexation on the RFP process. The team agreed that it would be beneficial to have clear and distinct options in the RFP to avoid confusion.

Public Comment

Tanya Little
Vince Wells
Robert Baum

Motion made by Vice Chair Bowman to continue to discuss items 5 and 6 at a special meeting on February 21, 2024. Seconded by Director Hill with a friendly amendment to schedule a workshop to arrive at board consensus on the issue and give the contractor direction on how to proceed.

Roll Call Vote (5-0)

Doss	Yes
Bowman	Yes
Hill	Yes
Davidson	Yes
Mikel	Yes

6. **AGENCY SUSTAINABILITY SELECTION PROCESS (2:27:22)**

The conversation surrounded the use of a method for scoring or evaluating an RFP. The method involves determining core components of importance and weighing them, with high, medium, or low priority. The board would then evaluate the responses based on these weights. The method aims to make subjective material as objective as possible.

7. **ADJOURNMENT (8:36 p.m.)**