



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

REGULAR BOARD MEETING MINUTES  
September 8, 2021

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**1. CALL TO ORDER/ROLL CALL**

Directors Present: Hill, Covington, Couzens, Davidson, Bowman

Directors Absent: None.

Meeting called to order at 7:02 p.m.

**2. PLEDGE OF ALLEGIANCE (00:00:39)**

**3. ANNOUNCEMENTS (00:01:05)**

Chief Craig requested a moment of silence for remembrance of 9/11.

Chair Hill announced that consolidation is off the table; called for a Special meeting the second Wednesday in October.

Chair Hill will start setting time limits on Agenda items, starting in October. Will limit Public Comment to 2 minutes per speaker.

**4. CONFIRMATION OF THE AGENDA (00:10:25)**

Director Davidson made a motion to have review of Intune's scope of work and summary, briefing by the Chief and comments by the Board. Motion seconded by Director Bowman.

**Roll Call:**

Covington: No

Couzens: No

Davidson: Yes

Bowman: Yes

Hill: Abstain

Motion failed.

Chair Hill would like Item 12 pulled from Agenda. Director Bowman withdrew Item 12 after discussion.

Chair Hill requested one public comment session for Items 13, 14, and 15. Director Bowman would like to remove Items 13 and 14 and have a discussion under Item 11.

**5. BOARD CORRESPONDENCE (00:28:14)**

AP Triton provided additional report regarding the third fire station. Report stated workload could be handled with 2 fire stations.

**Public Comment**

Tanya Little

**6. PUBLIC COMMUNICATIONS (00:36:57)**

Tanya Little

**7. CONSENT CALENDAR (00:38:39)**

Motion by Director Bowman to approve consent calendar; seconded by Director Couzens

**Roll Call:**

Covington: Yes  
Couzens: Yes  
Davidson: Yes  
Bowman: Yes  
Hill: Yes

Motion passed 5-0.

**8. PUBLIC HEARING-BUDGET (00:42:00)**

Chief gave staff report for final budget. Director Covington requested a list of changes made from preliminary budget.

**PUBLIC COMMENT:**

Tanya Little

Motion to approve Resolution 2021-08 approving budget by Director Bowman, seconded by Director Covington

**Roll Call:**

Covington: Yes  
Couzens: Yes  
Davidson: Yes  
Bowman: Yes  
Hill: Yes

Motion passed 5-0.

**9. APPROPRIATIONS LIMIT (1:10:25)**

Motion by Director Bowman to adopt annual appropriations limit for 2021-22 fiscal year; seconded by Director Covington;

**Roll Call:**

Covington: Yes  
Couzens: Yes  
Davidson: Yes  
Bowman: Yes  
Hill: Yes

Motion passed 5-0.

## **10. IN PERSON MEETINGS (1:13:23)**

### **Public Comment:**

Annie Ziff

Motion by Director Bowman to accept hybrid meeting format conditional upon AB 361 or any other state legislation that would allow meetings to continue virtually; seconded by Director Davidson;

### **Roll Call:**

Covington: Yes

Couzens: Yes

Davidson: Yes

Bowman: Yes

Hill: Yes

Motion passed 5-0.

## **11. ONGOING STRATEGIC PLANNING UPDATE**

### **A. REVIEW DRAFT RFP**

Mr. Pio Roda provided report regarding draft RFP.

Director Bowman has items to add to Attachment 1.

Strategic Plan ad hoc committee formed with members Directors Bowman and Covington.

### **Public Comment:**

Margaret Short

Tanya Little

Director Bowman commented on fire suppression rating system. RHFD has a rating of 2.

## **12. OPPORTUNITY FOR THE PUBLIC TO VOTE ON ANNEXATION OF RHFD (DISCUSSION ITEM)**

Item pulled from Agenda.

## **13. REVIEW OF TAXES AND SPECIAL ASSESSMENTS PAID BY CONTRA COSTA RESIDENTS IN SUPPORT OF FIRE DEPARTMENT SERVICES**

## **14. REVIEW OF RODEO-HERCULES FIRE DISTRICT FEES AND FUNDING OPPORTUNITIES FOR DEPARTMENT (DISCUSSION)**

**15. RHFD, EAST CONTRA COSTA FIRE DISTRICT, CONTRA COSTA FIRE DISTRICT  
PUBLIC PROTECTION RATING OF FIRE SUPPRESSION AND COST TO RODEO  
(DISCUSSION)**

Item addressed under Item 11.

**16. FIRE CHIEF REPORT (1:55:29)**

Chief provided brief report.

**Public Comment**

Tanya Little  
Annie Ziff

**17. STAFF REPORTS (2:09:20)**

October Board meeting is October 27, 2021.

**18. BOARD MEMBER REPORTS (2:11:51)**

No LAFCO meeting.  
Director Bowman commented regarding July 15 meeting posted to website.

**19. AD HOC BOARD COMMITTEE REPORTS (02:13:42)**

Public outreach ad hoc committee disbanded.

**20. MEASURE O (2:15:26)**

A. Review Draft response to Oversight Committee letter dated March 9, 2021

Board discussion regarding response to Oversight Committee. Consensus to respond to Oversight Committee.

**Public Comment:**

Annie Ziff  
Tanya Little  
Susan Keefe

B. Oversight Committee Report

Report out from Annie Ziff.

**21. LOCAL 1230 CORRESPONDENCE (2:31:07)**

Vince Wells commented regarding annexation and moving forward with strategic plan. 9/11 memorial event coming up.

**22. ADJOURN TO CLOSED SESSION (2:36:54)**

**23. RECONVENE IN OPEN SESSION/CLOSED SESSION REPORT OUT (2:37:50)**

No reportable action; direction to staff was given.

#### **24. REQUESTS FOR FUTURE AGENDA ITEMS (2:38:45)**

Director Davidson: summary of Intune work review; and policy for formal RFP and statement of work for all future district projects before approved. Chief Craig stated a policy exists. Staff will bring it back on a future agenda.

Director Davidson: Board discussion of Chair Hill and Vice Chair Covington's letter to Hercules City Council.

Motion by Director Hill to discuss individual board member interactions with other elected officials and elected bodies; seconded by Director Covington

**Roll Call:**

Covington: Yes  
Couzens: No  
Davidson: Yes  
Bowman: Yes  
Hill: Yes

Motion passed 4-1.

Motion by Director Davidson to discuss summary of Intune Work review; seconded by Director Bowman

**Roll Call:**

Covington: No  
Couzens: No  
Davidson: Yes  
Bowman: Yes  
Hill: Yes

Motion passed 3-2.

Motion by Director Bowman for discussion and possible action after review of purchasing policy related to services during special meeting; seconded by Director Hill.

**Roll Call:**

Covington: No  
Couzens: No  
Davidson: Yes  
Bowman: Yes  
Hill: Yes

Motion passed 3-2.

Director Bowman would like a discussion item regarding District fees. Getachew to provide information, and will be placed on future agenda.

Director Bowman-like all agenda items included in minutes.

Chair Hill-AP Triton supplemental report; Chief to send to the Board.  
Overview of overtime costs to include strike team  
Clarify rules regarding anonymity during public comment (Counsel to provide)

**25. ADJOURNMENT (03:11:55)**

Meeting adjourned at 10:45 p.m.

Audio from this board meeting can be heard at [www.rhfd.org](http://www.rhfd.org)  
Number in parenthesis is time stamp where agenda item begins.

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Board Vice Chair