



COUNTY OF SANTA CRUZ

FIRE DEPARTMENT ADVISORY COMMISSION

LOCATION: CAL FIRE Headquarters
Highway 9 in Felton, CA 95018
DATE: January 20th, 2010
TIME: 4:00 PM - 6:00 PM

MINUTES for January 20th, 2010

FDAC Members in Attendance:

Kathleen Lineberry	Deputy Chief CAL FIRE / County
Tom Scully	District 3 Representative
Mike Coryell	Volunteer Company Officers Representative / Vice Chair of FDAC
Arnie Wernick	District 5 Representative (by phone)
Alex Leman	District 1 Representative / FDAC Chair
John Willett	District 2 Representative
Paul Horvat	Director Office of Emergency Services
Jennifer Hutchinson	Planning Department Representative

Others in Attendance:

Denise Muir	County Fire Analyst
David Samaniego	CAL FIRE Division Chief
John Ferreira	CAL FIRE / County Fire Unit Chief
Russ Mackey	Visitor
Beth Snyder	Note-taker

- 1.0 Introductions/Call to Order
 - Meeting began at 4pm.
- 2.0 Approval of Minutes from 11/18/09
 - Motion to approve minutes made by Tom Scully, motion seconded by Paul Horvat. All were in favor, motion passed.
- 3.0 Oral Communications (items not on agenda, 3 minutes per person)
 - Request made by visitor to record meeting; request approved.
- 4.0 Correspondences
 - 4.1 County Fire Fixed Asset Substitution
 - 4.2 Appointment to the Fire Department Advisory Commission
 - Appointment of Paul Horvat to FDAC Commission as the representative of the Office of Emergency Services.
 - 4.3 Deferral of County Fire Report
 - Brief discussion of the above correspondences.
- 5.0 Business
 - 5.1 Old Business
 - 5.1.1 Update on Fall Creek Apparatus Shelter Project
 - Finishing up surveying so that job can go back out to bid, still waiting to hear from architect.
 - 5.1.2 Re-organization / Makeup of FDAC (*from 11/18/09 meeting*)
 - Discussion of county staff recommendations to reduce membership from ten to five members.

- Most members feel more comfortable with a seven member commission.
- 5.1.3 FDAC Membership Requirements Update – Tom Scully
- Handout passed out by Tom Scully, of proposed updates to membership requirements as listed in the Fire Department Advisory Commission Ordinance, Chapter 2.120.
- 5.1.4 Fire Department Advisory Commission Ordinance (Chapter 2.120)
Recommended Changes to Section: 2.120.020 Membership
- A. **Previous Language**, “*The commission shall consist of **five** members, residents of the county, appointed by the board of supervisors.*”
Recommended Language, “*The commission shall consist of **seven** members, residents of the county, appointed by the board of supervisors.*”
- B. **Previous Language**, “*Each supervisor shall nominate one person who resides within the jurisdiction of the county fire department.*”
Recommended Language, “*Each supervisor shall nominate one person who resides within the jurisdiction of the county fire department.*”
- B.1 “*In the case of a district with less than one hundred parcels within the jurisdiction of the county fire department, the supervisor may choose a representative from another district who resides within the jurisdiction of the county fire department.*”
- C. **Previous Language**, *None.*
Recommended Language, “*One of the remaining two members, who shall be a resident of Santa Cruz County, shall be nominated by the county fire department volunteer company officers to represent volunteer firefighters, irrespective of rank.*”
- D. **Previous Language**, *None.*
Recommended Language, “*The second remaining member, who shall be a resident of Santa Cruz County, shall be nominated by the County Fire Chief.*”
- E. **Previous Language**, *None.*
Recommended Language, “*No more than two commissioners shall reside in any one board of supervisor’s district.*”
- F. **Previous Language**, *None.*
Recommended Language, “*No more than two commissioners shall be a member of the same volunteer company.*”
- Changes to Section: 2.120.30 Term of Office
- A. **Previous Language**, “*Each member shall serve for a term of four years, commencing on April 1st of 1997.*”
Recommended Language, “*Each member shall serve for a term of four years.*”
- B. **Previous Language**, *None.*
Recommended Language, “*The member representing the volunteer firefighters and the member as nominated by the County Fire Chief shall serve for a term of two years, commencing on April 1st, 2010.*”
- Changes to Section: 2.120.40 Organization and Procedures
- B. **Previous Language**, “*County Staff. The county fire department shall provide staff support for the commission. The emergency services manager, or his or her designated representative, shall serve as administrative secretary to the commission. The administrative secretary shall receive copies of all reports and recommendations prepared by the commission.*”
Recommended Language, “*County Staff. The county fire department shall provide staff support for the commission.*”
- **Motion** made by Tom Scully to recommend updates to the ordinance with changes listed above. Motion seconded by John Willett. All were in favor, motion passed.

5.1.5 County Fire Funding

- Letter entitled, County Fire Funding has been sent to CAO for review and then will be sent on to Board of Supervisors. The purpose of the letter was to provide knowledge of background/history of County Fire as well as the current financial state of County Fire. No recommendations were made in the letter from FDAC since FDAC was not provided with a copy of letter to make recommendations on.

5.2 New Business

5.2.1 Netcom Pagers for Volunteers – Mike Coryell

- Mike Coryell – No advantage to receiving Netcom page. Cost is \$20,000/yr to maintain alpha pagers yet similar function is free from text message to cell phone from ECC. ECC could issue a different alpha pager which is much cheaper (\$80/yr). Discussion of problems with pagers and poor cell coverage in Bonny Doon area which has led to volunteers not being able to respond to calls.
 - **Motion** made by Mike Coryell to ask staff to consider terminating Netcom pager contract in an expeditious fashion and that volunteer firefighters/anyone in County Fire, be offered the ability to get text pages on cell phones from the ECC and/or if they prefer, ECC can issue an alpha pager.
Motion seconded by Arnie Wernick, all were in favor, motion passed.

5.2.2 Election of FDAC Officers for 2010

- **Motion** made by John Willett to keep officers as status quo, motion seconded by Tom Scully, all were in favor, motion passed.
 - Chair of FDAC – Alex Leman
 - Vice Chair of FDAC – Mike Coryell
 - Scheduled Meeting Dates for 2010:
 - Wednesday, March 17th
 - Wednesday, May 19th
 - Wednesday, July 21st
 - Wednesday, September 15th
 - Wednesday, November 17th
 - (and January 19th, 2011)

5.2.3 Vehicle Replacement Plan

- Chief Lineberry – Looking at budget and need to indentify policy for replacement so that we have a dollar amount to plan for. Have already reduced fleet by four engines this year and hoping to reduce by three more next year. Plan of placement will be given out. Placement considerations are: age of engine, condition of engine, mileage of engine, yearly mileage, annual number of responses, call volume, size of response area, auto aide, population density and number and type of vehicles at fire station as well as proximity to CAL FIRE stations and number of volunteer/career drivers per location.
- Suggestion made to consider (for allocations): Suitability of apparatuses for certain locations; some apparatuses may be inappropriate for certain locations/terrains.
- Comments on the vehicle replacement plan can be emailed to Kathleen Lineberry.

6.0 Information Reports

6.1 Fire Chief's Association – Chief Ferreira

- Looking at evacuation plans. Chief Larkin is working with Chief McMurry (Scotts Valley Fire Dept.) and looking at doing something similar

throughout the county, for earthquakes, tsunamis, etc... and will be putting together a presentation.

- 6.2 Volunteer Company Officers – Mike Coryell
- Major concern remains regarding getting enough volunteers through training to deal with attrition and trying to beef up number of companies without very much staff.
 - Working group for volunteer application process will be looking at making process more concise and consistent.
- 6.3 Incident Statistics – Chief Borelli
- Chief Borelli gave out discs containing incident information from last few months.
- 6.4 County Fire Budget Update – Chief Lineberry
- Budget subcommittee met and discussed PPE, pagers, and utilization of Matching Funds suspension to get RPP up and in compliance (fire chief has ability to recommend suspension of Matching Funds to FDAC).
 - County overhead charges for this year are \$122,555.00; last year's overhead charges were \$47,248.00.
 - Revenue projections are on track.
 - Budget subcommittee will be meeting again to discuss 2010/2011 budget.
 - New budget is due to CAO Analyst on 3/19.
- 6.5 Update on Santa Cruz County Master Plan
- Tom Scully and Arnie Wernick met with Chief Samaniego and Chief Borelli and went over the five year plan page by page and made good progress.
 - Some minor changes were made and some new ideas were discussed.
 - One major issue to pursue is to make sure that an active public education program is included in the five year master plan and budget.
 - Grants can be used for public education events which can also be used as a recruiting tool.
- 6.6 Update on FDAC Annual Report to Board of Supervisors
- Report was sent out with revisions that were recommended by Arnie Wernick and Tom Scully.
- 7.0 Roundtable
- Kathleen Lineberry – Denise Muir has done an amazing job working on the board letter. Now we have more data, history and background to present regarding what County Fire is and what it takes to have a functioning fire department.
- Paul Horvat – Everyone is doing an awesome job in putting all of this together.
- Tom Scully – Davenport team is languishing. Eva has been approved for driving so now they have a part time driver.
- 8.0 Adjournment and set next regular meeting – Wednesday May 19th, 2010
- **Motion** to adjourn made by Mike Coryell to adjourn meeting. Motion seconded by Arnie Wernick; all were in favor. Motion passed.

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