



BOARD OF DIRECTORS MEETING MINUTES
Wednesday, February 10, 2021

1. CALL TO ORDER

The meeting was called to order at 4:01 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

All Board Members were present.

4. APPROVAL OF MINUTES

- a. Special meeting minutes of January 25, 2021
- b. Regular meeting minutes of December 9, 2020

Board Member Chuang motioned to approve the meeting minutes of December 9, 2020 and January 25, 2021 Board Member Cole seconded the motion. Approved 4-0-0.

5. REPORT OUT FROM CLOSED SESSION OF JANUARY 25, 2021

Jean Savaree, legal counsel, reported that direction was given, and no action was taken.

6. PUBLIC COMMENTS – NON-AGENDA

No public comments.

7. CONSENT CALENDAR

- a. Fiscal Year 2020/21 Mid-Year Financial Report for the Central County Fire Department
- b. Approval to Pay the Tablet Command Invoice for Software

Board Member Chuang motioned to approve items 7a. and 7b. Board Member Brownrigg seconded the motion. Approved 4-0-0.

8. STAFF REPORTS

- a. Fire Chief's Report (Oral Report)

Chief Barron gave a brief update:

- Strike Teams Deployed
 - Engine 32 was deployed January 20th as part of the San Mateo County Strike Team to the Santa Cruz area for the first wildland fire of the season
 - USAR-133 was deployed January 26th as part of a standby Task Force in the event of flooding in Santa Cruz burn scar areas
- First Responder COVID-19 Vaccine Clinic
 - First and second doses administered
 - 82% of County first responders vaccinated, 84% of CCFD staff vaccinated
 - Approx. 35-40 CCFD staff volunteered to become certified COVID-19 vaccinators for a mass San Mateo County vaccination event held February

- 3rd – February 5th for tiers 1a and 1b (healthcare workers and residents 65+) and February 12th, 16th –17th at SFO for a drive-thru vaccination clinic
 - County may reimburse for clinic staffing costs
- New Computer-Aided Dispatch (CAD) System
 - New CAD system is live and online; utilizes automatic vehicle location (AVL)/GPS so closest engine to the incident is dispatched
 - Chief Barron expressed appreciation to the CAD committee, in particular, Battalion Chief Jake Pelk
 - Will provide a detailed data report on call volume in the coming weeks
- Type VI OES Apparatus
 - Informed by the State that delivery has been delayed. Expected delivery is mid-March
- Standards of Cover Study
 - Study done by an outside agency
 - Deep dive into all things CCFD, from staffing to call volume, station locations, traffic patterns, dispatch, run times, facilities, future building population, etc.
 - Going out to bid in mid-March
- Two New Firefighters
 - Christian Kadash and Joe Plume, finishing Paramedic school
 - Spring San Mateo County Fire Academy scheduled to begin March 15th, total of 18 recruits divided in to two locations (per COVID guidelines), Menlo Park and So. San Francisco
- Captain's Test
 - 12 applicants for Captain's promotional test
 - Written exam scheduled for March 29th, assessment center will be conducted April 28th and 29th. Chief's interviews scheduled for May 5th and 6th.
- Town of Hillsborough WUI Program
 - Program now live in Hillsborough per ordinance
 - Goal is to complete 2,832 inspections by end of year; hired two part-time WUI Inspectors, Anthony Anderson and Clark Stern to assist with inspections
- New Ladder Truck
 - Order placed for new aerial ladder truck; delivery is expected by Spring 2022
- Recruitment Efforts
 - Recruitment underway, looking to hire at least two firefighters for a Fall 2021 San Mateo County Fire Academy pending retirements

9. **BOARD OF DIRECTORS' COMMENTS**

Board Member Chuang thanked Chief Barron for his detailed report and inquired about how CAD system calls are classified and tracked. Chief Barron explained that automatic vehicle location or GPS is what drives the new CAD system and covers all fire dispatch, ambulance dispatch, sheriff's office and 9-1-1 calls.

Board Chair Ortiz asked a scenario-based follow-up question, "If CCFD is on a call in a different city and then on the way back, if something happens and our rig is the closest, will CCFD respond or will that City's fire department respond?" Chief Barron explained that the CAD system will pick up the location of the closest in-service engine to the incident and that engine will be dispatched.

Board Member Cole inquired about the post WUI inspection process. Chief Barron explained that once the inspection is completed and passed, a \$100.00 invoice is issued and if a reinspection is needed, a list of items to address and a total invoice of \$200.00 is issued.

Board Member Brownrigg shared that there is a proposal in the CA Senate, SB-55, which would prevent new development in high-risk wildfire areas and suggested that it may be of interest to keep an eye on its progress. Chief Administrative Officer, Ann Ritzma, stated that a small group of City Managers of local high-risk wildfire areas, including Hillsborough, Portola Valley, and Woodside, has a meeting scheduled with a Lobbyist to watch the SB55 legislation.

Board Chair Ortiz inquired about the aerial ladder truck and whether 12 months was a normal lead time to await delivery. Chief Barron stated that 12 months is in keeping with lead time and added that quite a few rigs are being ordered from Pierce, apparatus manufacturer, this year in the county.

11. ADJOURN TO CLOSED SESSION (via teleconference)

Adjourned to closed session at 4:20 p.m.

12. CLOSED SESSION

b. Conference with Labor Negotiator for Unrepresented Management (Fire Chief, Deputy Fire Chief, and Administrative Services Manager), Unrepresented Clerical (Sr. Accounting Technician, Accounting Technician, Management Assistant, Administrative Assistant, Office Assistant and Fire Prevention Specialist), Unrepresented Mechanics (Emergency Vehicle Technicians), Unrepresented Community Risk and Resiliency Specialist, (GC#54957.6(a)). Agency Negotiator: Kristin Armbruster, HR Manager, Town of Hillsborough.

a. WCAB No. ADJ11612727 Conference with Legal Counsel – Existing Litigation (Gov’t Code Sec 54956.9(d)(1)): Name of Case: Jerry Goff vs. Central County Fire Department; WCAB No. ADJ12184114 and ADJ12352533

(reversed order of items, Board Member Cole had a conflict of interest with 11a.)

Board Member Cole left the meeting at 4:31 p.m. Mr. Pettibone and Chief Barron returned to closed session for item 11a.

13. ADJOURN CLOSED SESSION

The closed session was adjourned at 4:42 p.m.

14. REPORT FROM CLOSED SESSION

15. ADJOURNMENT

Meeting adjourned at 4:43 p.m.