



BOARD OF DIRECTORS MEETING MINUTES
Regular Meeting | February 8, 2023

1. CALL TO ORDER

Meeting called to order at 4:05 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

All Board Members were present.

4. PUBLIC COMMENTS – NON-AGENDA

There were no public comments.

5. APPROVAL OF MINUTES

- a. Minutes from December 14th, regular meeting
- b. Minutes from January 12th, special meeting

Board Member Ortiz motioned to approve. Board Member Cole seconded the motion. Approved 4-0-0.

6. CONSENT CALENDAR

- a. Resolution finding that meetings of the Central County Fire Department Fire Board via Teleconference protect against the ongoing and imminent health and safety risks posed by COVID-19 and determining that all such meetings will continue to be by teleconference pursuant to California Government Code Section 54953(e)
- b. Fiscal Year 2022/23 Mid-Year Financial Report for the Central County Fire Department
- c. Central County Fire Department Treasurer's Report for Q2 Fiscal Year 2022-2023

Board Member Ortiz motioned to approve. Board Member Cole seconded the motion. Approved 4-0-0.

7. STAFF REPORTS

- a. Fire Chief's Update

Chief Barron gave a brief [PowerPoint](#) presentation outlining the Department's accomplishments in 2022 and goals for 2023.

Key points included the Standards of Cover study, interim appointments, and a new Employee Assistance Program.

Chair Chuang asked about the interim positions. Chief Barron explained that personnel who are currently on promotional lists were put into interim Captain positions to fill long term vacancies. The interim positions allow personnel to gain on-the-job experience for positions they are testing for within the Department.

Chair Chuang asked for clarification of the Employee Assistance Program. Chief Barron explained that the new program, Concern, offers a variety of services for employees, including mental health, counseling, financial planning, and webinars for a wide variety of topics. The program is accessible to employees through online access or an app. HR Manager, Kristin Armbruster, added that Concern offers counseling and services specific to first responders and a broader network of counselors than the previous vendor.

Board Member Cole asked for staff's perspective on Chapter 7A being incorporated into certain municipalities and ordinances, specifically in an area such as Hillsborough.

(Chapter 7A of the California Building Code establishes minimum standards to protect life and property for a building located in a Wildland-Urban Interface Fire Area by increasing its ability to resist the intrusion of flames or embers.)

Fire Marshal Christine Reed responded, stating that in general when the Town adopts municipal codes or local codes above and beyond what is required in the building or fire codes, then a justification is required to explain why we are adopting something more restrictive than state code. A discussion would be needed to evaluate if, given the topography of Hillsborough, there is adequate justification to enforce Chapter 7A requirements in areas that are not listed in Wildland Urban Interface (WUI) zones. Board Member Cole thanked Ms. Reed and stated that maybe this topic could be addressed at a future meeting after the new CAL-Fire maps are received.

There were no additional questions or public comments.

8. NEW BUSINESS

There were no new business items for this agenda

9. BOARD OF DIRECTORS' COMMENTS

Chair Chuang stated that this will be the last virtual meeting for the Board. The next meeting will be a hybrid meeting with all Board members present in person and a virtual option for the public. Meetings will alternate between Burlingame City Hall and Hillsborough Town Hall.

10. ADJOURNMENT

The meeting was adjourned at 4:37 p.m.