



# COUNTY OF SANTA CRUZ

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## FIRE DEPARTMENT ADVISORY COMMISSION

701 Ocean Street, Room 330, Santa Cruz, CA 95060  
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### SANTA CRUZ COUNTY FIRE DEPARTMENT ADVISORY COMMISSION 2008 ANNUAL REPORT

#### ROLES OF THE COMMISSION:

The County Fire Department Advisory Commission exercises the following responsibilities in its efforts to ensure that the interests of the County Fire Department, career and volunteer fire companies and citizens residing within the County Fire Department jurisdiction are protected and promoted by monitoring, studying, and advising the County Fire Chief and Board of Supervisors on the following:

The preparation and implementation of the County Fire Department Master Plan;

How the County's fire protection, rescue and emergency medical services programs can be improved and made more cost effective;

The budget priorities of the County Fire Department, along with specific recommendations;

The changing role or mission of each of the volunteer fire companies and the resulting changes in their requirements; and

Such other matters relating to the county's fire protection, rescue and emergency medical services program as the committee desires to bring to the attention of the Fire Chief and Board of Supervisors.

#### MEETING DATES, TIME AND LOCATION:

The FDAC schedules six regular meetings each year (usually January, March, May, July, September, and November). This year's September meeting was postponed until October, in order to have the results of the September 22<sup>nd</sup> LAFCO hearing regarding the Bonny Doon application. In addition, a special meeting was held in April regarding the County Fire Department budget. The regular meetings are held from 4:00 to 6:00 p.m. at the CAL FIRE Headquarters on Highway 9 in Felton. The Commission's mailing address is 701 Ocean Street, Room 330, Santa Cruz.

## COMMISSION STRUCTURE:

As of December 2008, the Commission is comprised of the following members:

1 <sup>st</sup> District	Alex Leman
2 <sup>nd</sup> District	John Willett
3 <sup>rd</sup> District	Donita Springmeyer
4 <sup>th</sup> District	Vacant – to be filled, pending approval of membership ordinance revision
5 <sup>th</sup> District	Arnie Wernick
Santa Cruz Co. Planning Dept.	To be removed, pending approval of membership ordinance revision
Office of Emergency Services	Nancy Carr-Gordon
CAL FIRE/County Fire	Division Chief Kathleen Lineberry
Volunteer Company Officers	Mike Coryell
Fire Labor Org.	Ian Larkin

## COMMISSION STAFF

The CAL FIRE/County Fire Division Chief serves as staff to the Commission. A County staff person serves as administrative secretary.

## ATTENDANCE:

(see attached roster)

## ANNUAL GOALS AND ACCOMPLISHMENTS – 2008:

The Commission reviewed the 2008 Operational Agreement with CAL FIRE which includes responsibilities related to goals and objectives in the draft County Fire Master Plan and recommended approval of the Agreement by the Board of Supervisors.

The Commission monitored progress on the 2008 Operational Agreement as defined by the County Fire Master Work Plan, including continuing work on a new Master Plan for 2006-2011; reviewed the effects of the possible formation of a Fire District in Bonny Doon; and reviewed and recommended revision of the Commission membership ordinances.

Commission members participated on a budget subcommittee and in special study sessions to review and recommend the annual County Fire Department proposed budget, including evaluation of County Service Area 48 fire fees ability to continue to finance increasing operational costs and a mechanism to fund the vehicle replacement plan. The Commission recommended that the cost of the Street Naming and Addressing function be reviewed and allocated on a more equitable basis.

Commission members also participated on subcommittees to formulate the Commission's response to the Santa Cruz County Grand Jury 2007-2008 Final Report; to design the website for the Commission as part of Santa Cruz County Fire's website, and to review options under Proposition 218.

## FUTURE GOALS

The Commission expects to continue the work begun on the various issues identified as priorities under its charter including the following:

Monitor work on the next Fire Department Five Year Master Plan and review annual operational agreements for compliance with Master Plan goals and objectives;

Review and discuss efforts to improve the operational functions within the County Fire Department;

Be provided more detailed incident statistics reports in order to better monitor and study County Fire's emergency responses;

Review impacts to County Fire from proposed annexations by Fire Protection Districts;

Review potential opportunities to improve service delivery through cooperative arrangements with other local agencies;

Assess the ability of the County Fire department to provide service given increasing demands on CSA 48 Funds; begin the process of documenting service delivery and operational needs in County Fire in preparation for recommending fee increases in the next two years;

As a result of County Fire's change to 5 engine/2 person staffing in response to LAFCO's December 8, 2008 decision to reject Bonny Doon's application to form a fire protection district, review and advise on the development of a long term plan to increase engine staffing at all 5 stations to 3-person in order to meet operational and safety standards;

Finalize and obtain approval of the Commission's revised membership ordinances;

Establish a per capita cost for volunteer firefighters (both entry level and annual maintenance costs) and budget accordingly;

Review means of implementing charges to other fire protection districts and agencies for the street naming/addressing function, which has been absorbed by County Fire staff;

Review and assist with implementation of the County Fire/FDAC web page;

Pursue CSA 48's share of Braemoor area property taxes;

Review the feasibility of Netcom dispatching volunteer firefighters;

Review the feasibility of County Fire joining EMSIA;

Review an updated Volunteer Handbook;

Review and prioritize various County Fire facility maintenance projects.

RECOMMENDATION:

In advisory capacity to the County Board of Supervisors and the County Fire Chief, continue to support activities and policies necessary for the efficient operation of the County Fire Department and its staff.