



COUNTY OF SANTA CRUZ

FIRE DEPARTMENT ADVISORY COMMISSION

LOCATION: CAL FIRE Headquarters
Highway 9 in Felton, CA 95018
DATE: March 18th, 2009
TIME: 4:00 PM - 6:00 PM

DRAFT MINUTES

- 1.0 Introductions/Call to Order
 - Meeting began at 4:10pm, no introductions necessary.
- 2.0 Approval of Minutes
 - Change made to bullet point number two of section 5.1.1 on draft of minutes for January 28th meeting (changed to two person staffing).
 - **Motion** to approve minutes as amended, made by John Willett. Motion seconded by Arnie Wernick; all in favor, motion passed.
- 3.0 Oral Communications (items not on agenda)
 - Discussion of communications from Santa Cruz County Government. Supervisor Stone & Gage to discuss issue of service in Santa Clara County.
 - Subcommittee needed to discuss the following:
 - Feasibility of creating sub-zones for enhanced services within CSA 48
 - Ballot Measure to support CSA 48Subcommittee meeting to be held at 5pm on April 8th with Alex Leman, Donita Springmeyer, Kathleen Lineberry, Denise Muir and Arnie Wernick.
 - Report Due before June 2, 2009.
- 4.0 CPAT Test Liability for Santa Cruz County – Chief Woodill
 - County does not want to put itself at risk by setting up an in house CPAT training program for new volunteers.
 - Discussion of Training possibly designing a skills and drills test without additional cost to prospective volunteers.
 - County Fire will be able to provide a van service and will pay for the first test, but any subsequent tests needed due to potential volunteer's failure, will not be covered.
 - Need to formalize the integration of CPAT into County Fire with Company Officers.
 - CPAT training should be held at one of the five career stations
 - Discussion of using *Release of Liability* waivers
 - CPAT will only be required for new volunteers
 - Volunteer applications should provide an overview of the process from start to finish so prospective volunteers know what to expect.
 - Chief Lineberry to discuss further with insurance group, county and volunteer companies
 - Battalion Chiefs and Company Officers should be working together to remove volunteers who are no longer active. Also need to establish a definition of what an "active" volunteer is considered to be.
 - Discussion of setting a cap on number of volunteers that County Fire can support.
 - Number of volunteers per station should vary depending on the call volume for each station.

- **Motion** made by John Willett stating that for fiscal year 09/10, the FDAC should set a goal to seek a maximum of 100 volunteers in accordance with the constraints of the available budget. Motion seconded by Kathleen Lineberry; all in favor, motion passed.

5.0 Correspondence

6.0 Business

6.1 Old Business

6.1.1 County Fire Budget Update – Chief Lineberry

- New PPE and Radio Pagers will cost \$5,000.00; no grant for PPE this year and medical exams will cost \$1,000.00. These are both increased costs.
- Narrow banding for pagers will be state standard by 2011.
- Costs for McDermott are higher than anticipated; the cost is being spread out over two years.
- Todd Meyer is doing well and his surgery went better than expected, he is at home awaiting surgery for his head. Not sure yet how all this will affect insurance costs. Estimating that insurance will double as a result of this one injury.
- Matching Funds deadlines are not being met
 - Discussion of how to make the program more user friendly for volunteers and for County Analyst
- Furlough of state employees will have an impact on County Fire's Budget; could see between 5% - 9.23% savings due to furloughs.

6.1.2 Fiver Year Master Plan Update

- John Willett to meet with Denise Muir and Kathleen Lineberry to discuss any confusion over changes made. Will bring revised copy to next meeting and will add to agenda for next meeting.
- Smoke Detector program outreach was part of master plan but was discontinued last year. Could use the budgeted \$1,000.00 from that program to conduct community outreaches and “build bridges,” for ballot measure.

6.2 New Business

- Need to figure out a way to pay internet for volunteer stations.

7.0 Information Reports

7.1 Fire Chief's Association – Chief Woodill

- Thanks to volunteer companies who helped with the bike race.

7.2 Volunteer Company Officers – Mike Coryell

- Call volumes are higher than in the past and remaining active.

7.3 Incident Statistics

- Discussion of statistics and new system of tracking mutual aid calls in specific areas.

8.0 Roundtable

ECC – Let us know if there is some more information to be provided
Arnie Wernick – want to find out about getting minutes published on website
Steve Woodill – Sean Murray McDermott captain has been working at McDermott Station for two days and targeted start date is May 1st.

9.0 Adjournment and set next regular meeting

- **Motion** to adjourn made by John Willett, motion seconded by Arnie Wernick; all in favor, motion passed. Meeting adjourned at 6:11 pm.

Next meeting will be at 4pm on Wednesday May 20th, 2009.

The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs or activities. This meeting is located in an accessible facility. If you wish to attend this meeting and you will require assistance in order to participate, please contact the ADA coordinator at 831-454-2210 (TDD number is 831-454-2123 or 831-763-8123 from Watsonville area phones) at least 72 hours in advance of the meeting, to make arrangements. As a courtesy to those persons affected, please attend the meeting smoke and scent free.

If you are unable to attend please call Beth Snyder at (831) 335-5353 ext. 0.