



COUNTY OF SANTA CRUZ

FIRE DEPARTMENT ADVISORY COMMISSION

LOCATION: CAL FIRE/Santa Cruz County Fire (Hybrid)
DATE: November 16, 2022
TIME: 4:00 PM - 6:00 PM
PUBLIC ACCESS: MICROSOFT TEAMS MEETING OR
6059 HIGHWAY 9, FELTON, CA 95018

LINK: Click here to join meeting: [Join Teams Meeting \(FDAC\)](#)
CALL IN: [916-318-9542](#) Conference ID: 974 988 555#

DRAFT MINUTES

I. ROLL/CALL TO ORDER/INTRODUCTIONS

Meeting called to order at 4:08 pm

Present:

| | |
|--|-------------------|
| Volunteer Firefighters Representative/Chair: | Doug Aumack |
| First District Representative: | Sanjay Khandelwal |
| Second District Representative: | Carey Pico |
| Third District Representative: | Janet Webb |
| Office of Emergency Services Manager: | Michael Beaton |

Absent:

| | |
|---|---------------|
| Fourth District Representative: | John Walker |
| Fifth District Representative/Co-Chair: | Arnie Wernick |

II. ADDITIONS/CHANGES TO AGENDA

None

III. APPROVAL OF MINUTES – SEPTEMBER 21, 2022

A. Postponed to January 18, 2023

IV. PUBLIC INPUT/ORAL COMMUNICATION

A. Matters not on the agenda (3 minutes per person)

- i. Becky Steinbruner:
 - a. Recommended review of the Komodo Fire Inhibitor.
 - b. Recommended regular reports from each Commissioner of their meeting with their respective Supervisors.
 - c. Recommended reconstructing the agenda to separate old and new business.

B. Matters listed on the agenda (3 minutes per person)

- i. Becky Steinbruner:
 - a. Thanked the Master Plan Subcommittee for including her in the A.P. Triton interviews for the new document.
 - b. Requested that the 2012-2015 Master Plan be restored to the website.
 - c. Encouraged the Commissioners to be more actively involved in the

creation of the new Master Plan.

V. **CORRESPONDENCE:**

- A. B. Steinbruner email 11/9/22 regarding Santa Cruz Like Me Survey & Report.
- B. D. Dale email regarding C. Pico and J. Walker appointments.

VI. **BUSINESS MATTERS**

- A. Assembly Bill 361- Motion to approve that the current meeting be conducted through the virtual method of Microsoft Teams as part of hybrid meeting.

Motion: Pico

Motion Seconded: Aumack

In Favor: All

Opposed: None

Abstained: None

Absent: Walker, Wernick

- B. CAO Analyst Presentation (Martinez-Davis)

- i. Countywide Operation Plan and Survey
 - a. Response has been low. Input was requested from the FDAC and will be addressed further at the January meeting.
- ii. Results of County Commissions Demographic Study Discussion
 - a. Under-represented and over-represented populations within the County were identified.
 - b. Feedback was requested from the FDAC to help make future commissions more inclusive and representative of the County population.

- C. Updates from Commissioners:

- i. Recruitment Subcommittee (Aumack)
 - a. Received 2 Volunteer Firefighter inquiries from San Jose and Watsonville. Directed them to the website.
 - b. Andy Seigel attended FireSafe Council in the open space.
 - c. Recruitment at trail opening event.
- ii. Volunteer Company Officers Representative (Aumack)
 - a. Plans to start responding to fewer calls in order to increase time commitment to other Volunteer Companies.
- iii. Master Plan Subcommittee (Beaton/Pico)
 - a. An agreement with contractor A.P. Triton has been established to develop a new master plan and stake-holder interviews have been completed.
 - b. \$40,000 is allocated for a detailed scope of work which will take 4-5 months to complete.
 - c. Stake-holder interviews were accelerated in order to tie in with LAFCO's annexation review for data collection, which saved \$10,000-\$15,000 dollars.
- iv. Grand Jury Report Update-(Khandelwal)
 - a. The Board of Supervisors revised findings and recommendations in DOC-2022-812.
 - b. As a response to findings, review of Santa Cruz County Ordinance 2.120.050 outlines the powers and duties to monitor, study, and advise the County Fire Chief and Board of Supervisors.
 - c. Recommends establishing a regular method for FDAC members to communicate with their respective Supervisors.

- D. Santa Cruz County General Services Director Report (Beaton)

- i. LAFCO update

- a. LAFCO has established an agreement with A.P. Triton as well for a 6 month and interviews are underway.
 - b. [Santa Cruz Volunteer Center](#)
 - No report. Will address this topic further with the Volunteer Recruitment Subcommittee in January.
- E. Santa Cruz County Fire Chief's Report (Wilson)
- i. New [County Fire Website](#) Update
 - a. Launched last weekend.
 - b. Corrected 11 out of 29 issues brought forth by Becky Steinbruner.
 - ii. County Fire Code Update
 - a. The updated code went before the Board yesterday. All County fire agencies work together to approve a single code that applies across the County. No major changes were implemented.
 - iii. County Fire Report
 - a. No significant incidents.
 - b. Sewer issue at McDermott, pumped 2 weeks ago.
 - c. Obtaining required fuel permits through regulatory authorities.
 - d. Met with Bonny Doon Fire & Rescue
 - e. E3711 and E4111 are close to going into service. Waiting for radios.
 - f. New Prevention vehicles will be striped and radios installed in the coming weeks.
 - g. New Training vehicle needs a radio and cradle point installed.
 - h. New water tender chassis has been constructed.
 - i. All new equipment coming into County Fire will be renumbered to 39XX to establish consistency.
 - j. Fire Season will reduce to 10 engines on Monday, 11/21/2022
 - k. IIPP documents have been created for masticator training. Developing further training materials and establishing class location to prepare for future projects.
 - l. [First Due](#) records management system is scheduled to go into effect in April 2023.
 - m. County Fire uniforms are being issued.
 - n. Pending successful completion of medical physicals, 14 County Fire candidates are enrolled into the Basic Volunteer Firefighter Academy, exceeding the Strategic Plan goal of a 7% Volunteer increase.
 - iv. Bi-monthly budget status report (Petras)
- F. Announcements
- i. Ginny Petras is retiring at the end of 2022.

VII. ADJOURNMENT at 5:50 P.M.

Motion: Pico

Motion Seconded: Webb

In Favor: All

Opposed: None

Abstained: None

Absent: Walker, Wernick

- A. Set next regular meeting – Wednesday, January 18, 2023 at 4:00 pm, location CAL FIRE Felton Headquarters.**

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