

Moraga-Orinda Fire Protection District



BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

April 6, 2016

(Approved April 20, 2016)

1. Opening Ceremonies

The Board of Directors convened in Open Session at 7:03 P.M. on April 6, 2016 in the Sarge Littlehale Conference Room, 22 Orinda Way, Orinda, California. Director Barber was absent. President Anderson called the meeting to order.

Present were the following Directors and Staff:

Director Anderson

Director Weil

Jerry Lee, Battalion Chief

Director Evans

Stephen Healy, Fire Chief

Brian Oliver, Captain

Director Famulener

Grace Santos, District Clerk

2. Public Comment

There were no comments.

6.3 Noteworthy Incident

President Anderson moved this item forward to discuss first.

On Thursday, March 3, 2016, at approximately 1:00 am, MOFD Station 41 was dispatched to assist a 60 year-old male who was having difficulty breathing in Moraga. Upon arrival, Medic-41 and Engine-41 found the patient's wife in the doorway of the home, frantically waving them in. They found the patient sitting on the floor of the second story bedroom, atop a winding staircase, in a poorly lighted bedroom. Firefighter-Paramedic Andrew Leach was the primary patient care person on the call, along with Firefighter-Paramedic David Iman (his partner on Medic-41).

The crew of Engine-41 was Captain Mike Rattary, Engineer-Paramedic Dan Johansen, Firefighter Mark DeWeese and Firefighter-Paramedic Andrew Hess. When the cardiac monitor was placed on the patient, it was determined that he was in a life-threatening tachycardic rhythm, known as Ventricular Tachycardia. The patient's heart rate was 220 beats per minute and his condition required immediate advanced care.

Quick treatment included an intravenous solution, an Amiodarone drip (to convert the rhythm), placement of defibrillation patches, oxygen, and monitoring of vital signs. Moving the patient down the stairwell was difficult. The wife and daughter were frantic, and keeping a calm environment was challenging.

While en route to the hospital, the patient's rhythm changed to ventricular fibrillation. He was quickly defibrillated, and converted to having a stable rhythm. Firefighters Leach, Iman, and Hess checked back in on the patient later that night, and he was awake, talking, and relaxing.

Firefighter DeWeese introduced Matt Scanlan. Mr. Scanlan briefly described the events of the night and reviewed the tremendous job that the MOFD Station 41 firefighters did to save his life.

3. Consent Agenda

Motion by Director Evans and seconded by Director Weil to receive and file Items 3.1 – Meeting Minutes and 3.2 – Monthly Check/Voucher Register. Said motion carried a 3-0 roll-call vote (Ayes: Anderson, Evans and Weil; Absent: Barber; Abstain: Famulener).

4. Regular Calendar

4.1 Construction Management Agreement

On April 1, 2016, staff reached a tentative agreement with Stewart Enterprises II for Construction Management of the Station-43 reconstruction project. This includes the management of the temporary Station-43 site.

Although the District was not required to formally bid for the services, staff conducted a formal bidding process. Four bids were received, and two bidders were interviewed. Stewart Enterprises II was selected. The proposed bid was \$176,860 (plus \$8,000 in reimbursable costs). If the construction phase of the project extends beyond one year, a budget adjustment may be required to complete the project. The rate for construction management during this additional time would remain at \$165 per hour.

Chief Healy introduced Steve Stewart who answered various questions from the Board. At the April 20, 2016 meeting, Chief Healy announced that he plans to ask the Board for a contingency dollar amount to add into the working spreadsheet. During the refreshing of architectural drawings, Chief Healy asked the architect to include plumbing conduit space for solar panels in case the district decides to install them in the future. Chief Healy will ask for an additional \$50K to buy the solar panels and install them.

Motion by Director Evans and seconded by Director Weil to authorize staff to execute a Construction Management Agreement for the Station-43 Project. Said motion carried a unanimous 4-0 roll-call vote (Ayes: Anderson, Evans, Famulener and Weil; Absent: Barber).

4.2 Temporary Station Agreement

On March 22, 2016, staff reached a tentative lease agreement with St. Stephen's Episcopal Church, which will allow a temporary fire station (43) on their site.

The general terms of the agreement are as follows:

- MOFD will occupy the northwest corner of the upper parking lot with a temporary fire station facility from approximately August 2016 through October 2017.
- MOFD will pay \$1000 per month rent and its fair share of utilities
- MOFD will pay to repave the upper parking lot (half of which will be damaged by the site and apparatus) at a projected cost of \$40,472.
- As a requirement for the project, MOFD will provide a shuttle service to accommodate for the 15 parking spaces that will be lost during the lease. Dates are listed in the side letter of agreement with the church (attached to agreement).

There was a brief discussion between the Board members and staff regarding the cost and insurance requirements for a shuttle service. Staff will discuss the issues with District Counsel.

Motion by Director Weil and seconded by Director Famulener to authorize staff to execute lease agreement with St. Stephen's Episcopal Church. Said motion carried a unanimous 4-0 roll-call vote (Ayes: Anderson, Evans, Famulener and Weil; Absent: Barber).

4.3 Location of Regular Board Meetings

At the March 2, 2016 Board meeting, the Board directed staff to place this item on the agenda to allow the Board to discuss the location of future Board meetings. At the March 16, 2016 Board meeting, staff was directed to find a balance between meeting in Moraga and Orinda, to find a permanent meeting location (preferably without a stage), look at other locations, and bring back recommendations at the next meeting.

Staff looked into the following public facilities that may be available to the District that meet the ADA requirements of the Brown Act:

Orinda

- Orinda Union School District Board Room – 8 Altarinda Road
- Orinda Woods Hall – 501 Orinda Woods Drive
- Orinda Library Auditorium – 26 Orinda Way
- Sarge Littlehale Conference Room – 22 Orinda Way (next door to Orinda PD)

Moraga

- Moraga Library Community Room
- Hacienda de las Flores Mosaic Room
- Moraga Town Council Chambers
- Joaquin Moraga Auditorium – 1010 Camino Pablo
- Joaquin Moraga Library – 1010 Camino Pablo

After a brief discussion, the Board directed staff to reserve the Orinda Library Garden Room for the first board meeting of each month and the Moraga Hacienda Mosaic Room for the second board meeting of each month. Staff was directed to reserve the rooms and report to the Board at the next meeting on April 20, 2016.

5. Committee Reports

5.1 Finance Committee (*Directors Barber & Weil*)

There was nothing to report.

6. Announcements

6.1 Brief information only reports related to meetings attended by a Director at District expense

(Government Code Section 53232.3(d))

President Anderson and Director Weil attended the Contra Costa County Fire Commissioners Association meeting on March 17, 2016. Contra Costa County Fire Protection District's Fire Chief Jeff Carman gave a talk about Fire-Based Emergency Medical Service.

6.2 Questions and informational comments from Board members and Staff

Chief Healy noted for the record that Director Barber was out recovering from knee surgery.

7. Adjournment

At 8:15 P.M., President Anderson called for adjournment of the regular meeting.



Grace Santos
Secretary to the Board

For an audio recording of this and other Board meetings, please visit the MOFD District Board Meeting webpage

<http://www.mofd.org/board/meetings>