



May 16, 2024

TO: Emergency Services Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 05/16/24 Emergency Services Advisory Committee Meeting**
Approve Prior Meeting Minutes

President
Marshall E. Ochylski

Vice President
Christine M. Womack

Directors
Charles L. Cesena
Matthew D. Fourcroy
Troy C. Gatchell

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
John Owens

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the minutes of the Emergency Services Advisory Committee (ESAC) meeting held March 14, 2024 for your review and approval.

STAFF RECOMMENDATION

Staff recommend that the Emergency Services Advisory Committee adopt the following Motion:

Motion: I move that the Emergency Services Advisory Committee approve the minutes of the ESAC meeting held March 14, 2024.

Attachment
03/14/24 Emergency Services Advisory Committee Minutes

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Los Osos Community Services District
DRAFT - Minutes of the Emergency Services Advisory Committee
Thursday, March 14, 2024 at 5:30 p.m.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order Flag Salute Roll Call</p>	<p>Chairperson Gatchell called the meeting to order at 5:30 p.m.</p> <p>Roll Call: Craig Baltimore, Committee Member – Present Bob Neumann, Committee Member – Absent Gary Orback, Committee Member – Present Thomas Tengdin, Committee Member – Present Vice Chairperson Marchall Ochylski– Absent Chairperson Troy Gatchell – Present</p> <p>Staff: Ron Munds, General Manager Laura Durban, Administrative Services Manager Carol Gilmer, Administrative Clerk II</p>	
<p>2. Approve ESAC Minutes of November 16, 2023</p>	<p>Chairperson Gatchell presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Baltimore made a motion to approve the minutes of November 16, 2023. The motion was seconded by Committee Member Orback and passed with unanimous consent.</p>	<p>Action – Filed Approved Minutes</p>
<p>3. Presentation: Standard of Coverage Assessment Report</p>	<p>General Manager Munds provided a brief background of the Standard of Cover (SOC) Report before introducing Sam Mazza of Citygate Associates.</p> <p>Sam Mazza provided a presentation on the SOC. He discussed how the study was conducted, outcome goals, deployment strategies, stakeholder comments, capstone observations, risk assessment, hazards evaluated, service demand, response performance, deployment findings and deployment recommendations.</p> <p>The Committee discussed reserve fire fighter staffing, call volume, response time in CSD area and rural areas, level of service, Montana de Oro Park call volume, reserve recruitment, defibrillator programs, and the cost of 4-0 staffing, OT and additional staffing.</p> <p>Public Comment - Richard Margetson commented on the fire tax history and the fire tax's primary justification, simultaneous response, and services needing to be brought back to the level expected, including 4-0 staffing.</p> <p>General Manager Munds discussed the goal of this stage of the process and steps in moving forward.</p>	<p>Action – None</p>
<p>4. Present Board Approved 2024 Work Plan for ESAC</p>	<p>General Manager Munds presented the recommendations for the ESAC 2024 Work Plan.</p> <p>Public Comment – None</p>	<p>Action – None</p>
<p>5. Fire Department Update</p>	<p>General Manager Munds commented on the annual 2023 CAL FIRE Chief report and the February 2024 report, highlighting 2023 activities held in the District.</p> <p>Public Comment – Richard Margetson inquired about the number of responses outside of the CSD boundaries.</p>	<p>Action – None</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
6. Fund 301 FY 2023-24 Review of Mid-Year Adjustments	<p>General Manager Munds presented Fund 301 Fiscal Year 2023-24 Mid-Year Adjustments covering major adjustment requests and impact to budget.</p> <p>Committee Member Baltimore inquired about legal services.</p> <p>Public Comment – Richard Margetson inquired about the Public Facilities Reserve.</p>	Action – None
7. Public Comments on Items NOT on this Agenda	Public Comment – None	
8. Schedule Next ESAC Meeting	The next Emergency Services Advisory Committee meeting is scheduled for Thursday, May 16, 2024, at 5:30 p.m. unless otherwise noted.	
9. Closing Comments by ESAC Committee Members	None	
10. Adjournment	The meeting adjourned at 7:02 p.m.	

DRAFT