



August 15, 2024

**TO:** Emergency Services Advisory Committee  
**FROM:** Laura Durban, Administrative Services Manager  
**SUBJECT:** **Agenda Item 2 – 08/15/24 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><b>1. Call to Order Flag Salute Roll Call</b></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><b>2. Approve ESAC Minutes of November 16, 2023</b></p>	<p>Chairperson Gatchell presented the minutes for approval.</p> <p>Public Comment – None</p> <p><b>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.</b></p>	<p><b>Action – Filed Approved Minutes</b></p>
<p><b>3. Presentation: Standard of Coverage Assessment Report</b></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><b>Action – None</b></p>
<p><b>4. Present Board Approved 2024 Work Plan for ESAC</b></p>	<p>General Manager Munds presented the recommendations for the ESAC 2024 Work Plan.</p> <p>Public Comment – None</p>	<p><b>Action – None</b></p>
<p><b>5. Fire Department Update</b></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><b>Action – None</b></p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>6. Fund 301 FY 2023-24 Review of Mid-Year Adjustments</b>	<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>	<b>Action – None</b>
<b>7. Public Comments on Items NOT on this Agenda</b>	Public Comment – None	
<b>8. Schedule Next ESAC Meeting</b>	The next Emergency Services Advisory Committee meeting is scheduled for Thursday, May 16, 2024, at 5:30 p.m. unless otherwise noted.	
<b>9. Closing Comments by ESAC Committee Members</b>	None	
<b>10. Adjournment</b>	The meeting adjourned at 7:02 p.m.	

DRAFT