FIRE & EMERGENCY MANAGEMENT COMMITTEE MEETING
Monday, September 9, 2019 at 3:00 p.m.

The Fire and Emergency Management Committee met on Monday, September 9, 2019 at 3:00 p.m. in the Small Conference Meeting Room of the Templeton Community Services District (TCSD) located at 206 5th Street, Templeton, CA.

Present were Committee Members Pamela Jardini and Debra Logan. Also present were General Manager Jeff Briltz, Fire Chief Bill White and Fire Captain Brandon Wall.

Public: None.

Fire Department – Public Education Efforts: Chairperson Jardini opened up the discussion. She indicated that this was an opportunity to discuss what went well and where improvements could be made. She recognized the efforts of the Campaign Committee comprised of Abby Allen, Natalie Klock, Jessica Main, Jeff Briltz and Bill White. She specifically thanked Chief White for inspiring all the participants and dedicating many hours of work. Committee Member Logan noted that the District Board of Directors was unified in working together. In her opinion it was a success due to a team effort. She also expressed appreciation to the many people that walked the District. She specifically thanked Captain Wall for his efforts. Committee Member Logan also thanked Chief White for getting the message out early.

GM Briltz noted that it was very difficult to assess the work that had been done until there was actually something to do.

Chairperson Jardini noted that Clifford Moss had created the lists for contacting key people and organizations/committees. Information was dispersed via the Templeton Magazine, newspaper articles, radio interviews, etc. She said she would like to see the materials memorialized in one location. General Manager Briltz indicated that it would be appropriate for the Campaign Committee to work on the documentation. He also advised that he understood the Historical Society would also be pulling documents together.
Chief White indicated that he concentrated on the message of the Department serving the local community, as well as being a support to outside agencies (CAL-Fire, Atascadero and Paso Robles) via mutual aid agreements. He noted that these agencies appreciated how the message was delivered.

GM Briltz felt it was very important that the District's message was simple and the concepts were easy to get behind. The education campaign used sound bite size messages. And, everyone stuck to the same messages. He also believed it was helpful to have done the phone survey done by Probolsky Research.

Chairperson Jardini stated that she had varied the message depending on the person/group that she was speaking to (People at the Legion Hall Memorial Day BBQ, THS Football Fields, Summer Concerts, and Hospital).

Chief White believed that a key factor was identifying a staffing plan and that they had the financial numbers available to support it. He said knowing the cost was key throughout the campaign.

Overall – What Worked Well –
1. Identified the problem
2. Education/Communication with the public
3. Laying the Foundation via the Templeton Magazine, interviews and speaking engagements. It was noted that the Templeton Magazine photo showing the Hospital and Fire Department working together spoke volumes.
4. Board of Supervisors – 1) Numerous meetings with County Administrative staff, individual Supervisors and the Board of Supervisors showed the District had made good faith efforts to resolve the funding issue and 2) The BOS Fire Study showed the deficiencies. These two things allowed District to say that we had worked for many years in trying to find a solution. The outcome showed that no other alternative was available.
5. The need truly existed. In 2009 the plan addressed having a measure approved and then not use it until there was a need. The message at that time was convoluted.
6. Having an independent group (Campaign Committee) step up to advocate on behalf of the issue.

What Could Be Improved Upon –
1) Phone Survey – people expressed it was not done as well as it could have been.
2) Clifford Moss – Staff had reached out and initially worked with Bonnie Moss who has a very high energy. When they entered into an agreement with Clifford Moss however, she did not become the District’s point of contact. The same level of energy that was anticipated from Amanda Clifford did not occur.
3) Clifford had the District create a Core Group. The expectation was she would drive various points home and get people involved. That didn’t happen. There was no accountability as to how she handled it.
4) Mailers – Early on send out educational mailers as to what TCSD does.
5) More Time – This was not an option due to dates provided by County Elections.
Campaign Group should also come up with what worked well and what could be improved upon.

Implementation of Measure A: General Manager Briltz advised that the Measure passed at 77.49%. The Board of Supervisors will have the results on their agenda on September 17, 2019.

GM Briltz indicated that the Measure will not be on the current tax roll. The first payment will be received in December 2020. The monies will be noted in the Fiscal Year 2020/2021 budget. GM Briltz further advised that Captain Broom’s position had been vacant since January 2019. The savings (approximately $65,000) could be applied so that increased services could possibly begin as soon as May 2020.

The Fire Department anticipates hiring: 2 Shift Captains, 1 Full Time Chief and 1 Relief position (cover vacation, training relief, illness, etc.). The Department can also recruit and fill the vacant position. It was noted that the position will not be a Volunteer Coordinator but a 2nd fulltime Fire Captain position. This would provide the Department with some relief now and allow training to occur before May 2020. Chief White is currently working to update job descriptions. Chief White would like to recruit, test and create an eligibility list. White also recommended that the new hires be on a one-year probation.

GM Briltz asked the Committee for their input.

Chairperson Jardini asked how long training would take. Chief White indicated that hopefully a new hire would be making a lateral move. As such, they would only need to teach the hire about Templeton. He indicated the hire would need to become familiar with the equipment, procedures and mutual aid agreements.

Chairperson Jardini suggested that the Fire Department make an announcement that they are going live with 24/7 staffed coverage in May 2020 in the April edition of the Templeton Magazine.

GM Briltz indicated that the plan is to be live by July 1st at the very latest. All three Captains would need to be ready. Captain Wall agreed. He indicated that the 24-hour shifts would work but the Captains have to be turn-key ready. GM Briltz also advised the Committee that part-time Firefighters are still needed. The Department will need to fill 28-30, 24-hour shifts.

GM Briltz advised the Committee that Chief White is modifying the job descriptions. He noted that they also need to address the full-time Chief’s position. There will need to be a recruitment done to fill the position. He said it needs to be determined if the Board wants to wait for Chief White to retire (next year) and hire a Chief or there may be an opportunity to create an agreement with the City of Atascadero for a half-time Chief. GM Briltz indicated that the District enjoys an amicable relationship with the City. He indicated there may be an opportunity to secure someone from the City of Atascadero when Chief White retires. A succession plan is needed.
The options currently are to hire a full time Chief or consider a hybrid approach with the City of Atascadero. Committee Member Logan noted that if a new Chief is hired now the individual would be involved in the implementation of the new Department and have access to Bill for questions.

Chief White indicated that this area is ripe for a consolidation. He noted that a formal arrangement with the City of Atascadero would potentially save the City millions of dollars due to mutual aid received from Templeton Fire. It would also save the District money by sharing a Chief with Atascadero. GM Britlz noted it could be an interesting arrangement that could provide a cost savings to the District. He isn’t certain if they would be open to an agreement. Committee Member Logan suggested that it be explored.

Chairperson Jardini asked if it would create conflict between the two agencies. She asked who would the Chief report to. Chief White indicated that there would be an Atascadero Battalion Chief that would oversee both departments (Atascadero/Templeton). The Templeton Chief would still report to GM Britlz. Committee Member Logan noted that the details of any such agreement with Atascadero would need to be worked through. GM Britlz noted that if the District doesn’t get a lot of growth in the CFD that it would create a savings. He indicated he would reach out to the City Manager to explore this option further.

Chief White advised the Committee that he would be applying for a SAFER grant. He was optimistic that the District would receive one as there’s now an end funding mechanism. GM Britlz noted that a SAFER grant could create a saving to the District which in turn would make the Department more sustainable.

Updates:
Breathing Support Apparatus – Chief White advised the Committee that the rig was sent out for refurbishment and came back with issues. The company is currently addressing the issues. A technician was sent out for two days to trouble-shoot. The work is being done at no cost to the District.

Wildland Fire Engine – The Board of Directors had voted to use Asset Replacement Fund to purchase a wildland fire engine. Staff anticipates that it will be arriving in the next 60-days. He indicated that the old engine will be sold. GM Britlz noted that when the engine is sold the monies received will go back into the Asset Replacement Fund.

Chief White advised the Committee that he wants to do a ribbon cutting and an open house when they receive the engine. Committee Member Logan indicated that this is an opportunity to educate the public on how funds are used to buy equipment. She indicated people may not be familiar with the Government Accounting Standards Board (GASB) rules that the District must comply with. GM Britlz agreed. He said that the new engine and the sale of the property at Bethel/Vineyard are the two questions he fielded as residents considered Measure A.
There being no further business to discuss, the Committee Meeting concluded at 4:18 p.m.

Respectfully submitted,

Laurie Ion, Board Secretary
FIRE AND EMERGENCY MANAGEMENT COMMITTEE MEETING
Monday, September 9, 2019 at 3:00 p.m.

The District Fire and Emergency Management Committee will meet on Tuesday, September 9, 2019, at 3:00 p.m. at the Templeton CSD Board Room located at 206 5th Street, Templeton, CA.

AGENDA:

1) Fire Department - Public Education Efforts: The Committee and staff will discuss recent public educations efforts in regards to what worked well and what did not.

2) Implementation of Measure A-19: The Committee and staff will discuss the Measure A-19 implementation options and timelines.

3) Updates: Staff will provide the Committee with updates on the following items:
   - Breathing Support Apparatus
   - Wildland Fire Engine

The public is invited to attend this meeting and will be afforded time to discuss any item on the agenda.