



August 18, 2022

**TO:** Emergency Services Advisory Committee  
**FROM:** Julian Metcalf, Administrative Services Manager  
**SUBJECT:** **Agenda Item 8 – 08/18/2022 ESAC Meeting**  
Approve Prior Meeting Minutes

**President**  
Matthew D. Fourcroy

**Vice President**  
Charles L. Cesena

**Directors**  
Troy C. Gatchell  
Marshall E. Ochylski  
Christine M. Womack

**General Manager**  
Ron Munds

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Eddy Moore

**Battalion Chief**  
Paul Provence

**DESCRIPTION**

Attached are the minutes of the Emergency Services Advisory Committee (ESAC) special meeting held March 22, 2022 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 22, 2022.***

Attachment  
3/22/2022 Emergency Services Advisory Committee Special Minutes

**Mailing Address:**  
P.O. Box 6064  
Los Osos, CA 93412

**Offices:**  
2122 9<sup>th</sup> Street, Suite 110  
Los Osos, CA 93402

**Phone:** 805/528-9370  
**FAX:** 805/528-9377

[www.losososcscsd.org](http://www.losososcscsd.org)

**Los Osos Community Services District**  
**DRAFT - Minutes of the Emergency Services Advisory Committee Special Meeting**  
**March 22, 2022 at 5:30 p.m.**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order and Roll Call</b>	<p>Chairperson Ochylski called the meeting to order at 5:35 p.m. and announced the meeting would be continued to a later date.</p> <p><u>Roll Call:</u>            Craig Baltimore, Committee Member – Present            Stephanie Dininni, Committee Member – Present            Bob Neumann, Committee Member – Present            Gary Orback, Committee Member – Present            Warren Sargent, Committee Member – Present            Vice Chairperson Troy Gatchell – Present            Chairperson Marshall Ochylski – Arrived 5:36</p> <p><u>Staff:</u>            Ron Munds, General Manager            Laura Durban, Administrative Services Manager            Eddy Moore, CalFIRE Unit Chief            Tom Swanson, CalFIRE Division Chief            Paul Provence, CalFIRE Battalion Chief</p>	
<b>5. Presentation by Chief Moore</b>	<p>Vice Chairperson Gatchell moved agenda item 6 to be the first item discussed.</p> <p>Chief Moore provided updates on the County Strategic Plan which includes an increase in the staffing model and repositioning fire stations; commented that the County is preparing for the upcoming fire season; the fuels reduction projects are a success; the budget remains status quo.</p> <p>Committee Member Baltimore inquired if the Committee could assist with the staffing issues.</p> <p>Unit Chief Moore responded that he would take any support.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>6. Discussion of Financial and Service Level Trends for South Bay Fire</b>	<p>Chairperson Ochylski moved Agenda Item 6 up to be the second item discussed.</p> <p>General Manager Munds presented a discussion for Station 15 service level trends including call for service, financial trends, revenue sources, and expenditures for Cal Fire and Station 15.</p> <p>Committee Member Baltimore suggested taking the information to the public.</p> <p>Committee Member Orback inquired about information concerning salary increases.</p> <p>General Manager Munds responded he was unsure as negotiations are ongoing.</p> <p>Chief Swanson responded negotiations are confidential until the contract is signed in July 2022.</p> <p>Public Comment – None</p>	<b>Action – To be brought back to a future meeting</b>
<b>2. Brown Act Training</b>	<p>Director Ochylski presented to the Committee a presentation on the Brown Act, including questions that each Committee Member needed to respond to and informing them of the current changes in place due to Executive Order N-29-20, Assembly Bill 992, and Assembly Bill 361.</p> <p>Public Comment – None</p>	<b>Action: None</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>3. Approve ESAC Minutes November 18, 2021</b>	<p>Administrative Services Manager Durban presented the minutes for approval.</p> <p>Public Comment – None.</p> <p><b>Committee Member Orback made a motion to approve the minutes of November 18, 2021. The motion was seconded by Committee Member Neumann and passed by unanimous consent.</b></p>	<b>Action – File approved minutes.</b>
<b>4. Fire Department Update</b>	<p>Battalion Chief Provence discussed the delivery of a baby girl by the Engine Company; the in-service target date for the new fire engine is April 16; the burning of 55 piles in Cabrillo Estates; the updating of the CWPP for Los Osos and the vegetation treatment program.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>7. Fund 301 FY 2021-22 First Quarter Budget Review</b>	<p>General Manager Munds presented the Mid-Year Budget Review for Fund 301.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>8. Present Board Approved 2022 Work Plan for ESAC</b>	<p>General Manager Munds presented the ESAC 2022 Work Plan which is available in the Staff Report.</p> <p>The committee discussed the structural assessment and requested that an outline for the RFP be available at the next ESAC meeting.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>9. Public Comments NOT on this Agenda</b>	Public Comment – None	<b>Action – None</b>
<b>10. Schedule Next ESAC Meeting</b>	The next Emergency Services Advisory Committee meeting is scheduled for Thursday, May 19, 2022, at 5:30 p.m.	
<b>11. Closing Comments by ESAC Members</b>	Committee Member Orback commented on how impressive it was that the district could pay for the fire engine in cash.	
<b>12. Adjournment</b>	The meeting adjourned at 6:31 p.m.	