



November 16, 2023

TO: Emergency Services Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 11/16/2023 Emergency Services Advisory Committee Meeting**
Approve Prior Meeting Minutes

President
Charles L. Cesena

Vice President
Marshall E. Ochylski

Directors
Matthew D. Fourcroy
Troy C. Gatchell
Christine M. Womack

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 August 17, 2023 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 August 17, 2023.

Attachment
08/17/23 Emergency Services Advisory Committee Minutes

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Los Osos Community Services District
DRAFT - Minutes of the Emergency Services Advisory Committee
Thursday, August 17, 2023 at 5:30 p.m.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order Flag Salute Roll Call</p>	<p>Chairperson Ochylski called the meeting to order at 5:32 p.m.</p> <p>Roll Call: Craig Baltimore, Committee Member – Absent Bob Neumann, Committee Member – Absent Gary Orback, Committee Member – Present Thomas Tengdin, Committee Member – Absent Vice Chairperson Gatchell– Absent Chairperson Marshall Ochylski – Ochylski</p> <p>Staff: Ron Munds, General Manager Laura Durban, Administrative Services Manager Carol Gilmer, Administrative Clerk II</p>	
<p>2. Approve ESAC Minutes of May 18, 2023</p>	<p>Administrative Services Manager Durban presented the minutes for approval.</p> <p>Public Comment – None</p> <p>The Minutes were continued to the next ESAC Meeting.</p>	<p>Action – The Minutes were continued to the next ESAC Meeting</p>
<p>3. Fire Department Update</p>	<p>Battalion Chief Provence presented the updates commenting on San Luis Ambulance starting service in Los Osos, one new reserve firefighter, vacant lot inspections, discussions with the US Fish and Wildlife Service, a meeting with the Fire Safe Council, CPR demonstrations, defensible space inspections, a Riverside California incident, a fire in Montana De Oro, a CalFIRE Incident Management Team deployed to Maui, and statistics for June and July 2023.</p> <p>Public Comment – None</p>	<p>Action – None</p>
<p>4. Standard of Cover Study Proposal from Citygate & Associates LLP</p>	<p>General Manager Munds presented the Standard of Cover Study and Citygate & Associates proposal.</p> <p>Committee Member Orback commented why he was impressed with the proposal.</p> <p>Public Comment – Richard Margetson inquired about the start date and when the District would receive the completed documents.</p> <p>General Manager Munds commented the timeline is six months.</p> <p>Committee Member Orback recommended to the Board that the Board approve a contract with Citygate & Associates for an amount not to exceed \$42,598 for Standard of Cover Study and authorize the General Manager to execute the agreement.</p> <p>Chairman Ochylski voiced his appreciation for Citygate & Associates tailoring the proposal to the District.</p>	<p>Action –The Committee recommended that the Board approve a contract for the Standard of Cover Study.</p>
<p>5. Public Comments on Items NOT on this Agenda</p>	<p>Public Comment – Gary Katayama commented on applying for Community Resilience Grants.</p> <p>Richard Margetson inquired about the contract overages to be reimbursed to the District.</p> <p>General Manager Munds responded on the Community Resilience Grants and the search for other grant opportunities.</p>	<p>Action – None</p>

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	General Manager Munds responded that the County is holding up the contract overages payout, and the District is contesting their reason for the delay in reimbursement.	
6. Schedule Next ESAC Meeting	The next Emergency Services Advisory Committee meeting is scheduled for Thursday, November 16, 2023, at 5:30 p.m. unless otherwise noted.	
7. Closing Comments by ESAC Committee Members	Committee Member Orback commented on achieving emergency preparedness at the Community Center.	
8. Adjournment	The meeting adjourned at 6:05 p.m.	

DRAFT