

# FIVE CITIES FIRE AUTHORITY

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Keith Storton, Chair  
Jeff Lee, Vice Chair  
Karen White, Board Member



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Stephen C. Lieberman, Executive Officer  
Tricia Meyers, Clerk to the Board  
David P. Hale, General Counsel

## AGENDA BOARD MEETING FRIDAY, SEPTEMBER 17, 2021–9:00 A.M.

In the interest of the Governor's Executive Order N-29-20, members of the Board or staff will participate in this meeting via teleconference. Members of the public may listen to the meeting and provide public comment via telephone by calling 1(833)611-0393. Members of the public may also participate in the meeting electronically by submitting public comments to the Clerk to the Board at [tmeyers@fivecitiesfire.org](mailto:tmeyers@fivecitiesfire.org) no later than the meeting start time of 9:00 A.M. Emailed comments will be received directly by the Clerk and will be read out loud during the meeting. Public comment is subject to the customary 3-minute time limit.

### CALL TO ORDER

### FLAG SALUTE

### ROLL CALL

### AGENDA REVIEW:

At this time the Board will review the order of business to be conducted and receive requests for, or make announcements regarding any change(s) in the order of the day. The Board should, by motion, approve the agenda as presented or as revised.

### APPROVAL OF MINUTES:

1. Consideration of Approval of Minutes (MEYERS)  
**Recommended Action:** Approve the minutes of the Board Meeting of July 16, 2021.

### COMMUNITY COMMENTS AND SUGGESTIONS:

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Board. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or Vice Chair may:

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- Direct Authority staff to assist or coordinate with you.
- A Board Member may state a desire to meet with you.
- It may be the desire of the Board to place your issue or matter on a future Board agenda.

#### **CONSENT AGENDA:**

The following routine items listed below are scheduled for consideration as a group. The recommendations for each item are noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member, the Fire Chief or General Counsel may request that any item be pulled from the Consent Agenda to permit discussion or change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

**1. Consideration of Cash Disbursement Activity(LIEBERMAN)**

**Recommended Action:** Receive and file the listing of cash disbursements for the period of July 1, 2021 through August 31, 2021.

#### **CONTINUED BUSINESS:**

None.

#### **NEW BUSINESS:**

**a. Station Coverage Constraints Related to Memorandum of Agreement and Temporary Staffing Options(LIEBERMAN)**

**Recommended Action:** It is recommended the Board receive the staff report and provide direction to the Fire Chief.

#### **BOARD MEMBER ITEMS:**

The following item(s) are placed on the agenda by a Board Member who would like to receive feedback, obtain consensus to direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken.

None.

#### **FIRE CHIEF ITEMS:**

The following item(s) are placed on the agenda by the Fire Chief in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

- a. Fire Chief Updates

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**GENERAL COUNSEL ITEMS:**

The following item(s) are placed on the agenda by the General Counsel in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

None.

**BOARD COMMUNICATIONS:**

Correspondence/Comments as presented by the Board.

**CLOSED SESSION:**

None.

**ADJOURNMENT**

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All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Clerk to the Board's office, 140 Traffic Way, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Clerk to the Board's office at 805-473-5490 as soon as possible and at least 48 hours prior to the meeting date.

Any documentation or materials to be submitted by the General Public for consideration by the Board shall be submitted to the Clerk to the Board by email at [tmeyers@fivecitiesfire.org](mailto:tmeyers@fivecitiesfire.org), no later than 24 hours prior to the above scheduled time for the Five Cities Fire Authority Board meeting. Failure to submit documents or any materials at least 24 hours prior to the scheduled time for the Board meeting shall be grounds for the Board to reject consideration or review of those items unless otherwise required by state or local laws.

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This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agendas are posted at the Arroyo Grande City Hall, 300 E. Branch Street, Arroyo Grande, Headquarters ~ Station 1, 140 Traffic Way, Arroyo Grande, the Grover Beach City Hall, 154 S. 8<sup>th</sup> Street, Grover Beach, Station 2, 701 Rockaway Avenue, Grover Beach, and Oceano Community Services District, 1655 Front Street, Oceano.

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Agenda reports can be accessed and downloaded from the Five Cities Fire Authority Website at [www.fivecitiesfireauthority.org](http://www.fivecitiesfireauthority.org).

## MINUTES

### FIVE CITIES FIRE AUTHORITY BOARD MEETING FRIDAY, JULY 16, 2021

#### **CALL TO ORDER:**

Chair Storton called the in-person Five Cities Fire Authority (FCFA) Board meeting to order at 09:00 a.m.

#### **FLAG SALUTE:**

Chair Storton led the Flag Salute.

#### **ROLL CALL:**

FCFA Board: Chair Keith Storton, Vice Chair Jeff Lee and Board Member Karen White.

FCFA Staff Present: Fire Chief Stephen Lieberman, General Counsel Molly Thurmond and Clerk to the Board Tricia Meyers.

#### **AGENDA REVIEW:**

**Action:** Vice Chair Lee moved, Board Member White seconded, and the motion passed unanimously to approve the Five Cities Fire Authority's Agenda by roll call vote.

**AYES:** Lee, White, Storton  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

#### **CLOSED SESSION:**

The Board adjourned to a Closed Session at 09:01 a.m. concerning the following item:

- a. **CONFERENCE WITH LABOR NEGOTIATORS** pursuant to Government Code Section 54957.6:

Agency Negotiators: Che Johnson – Law Firm of Liebert Cassidy Whitmore  
Nicole Valentine – Accounting Manager – Arroyo Grande  
Karla Mattocks – Human Resources Coordinator-Grover Beach  
Tashina Ureno – Human Resources Manager-Arroyo Grande

Represented Employees: International Association of Fire Fighters (IAFF) Local 4403

#### **RECONVENE TO OPEN SESSION:**

General Counsel Thurmond called the meeting back to order at 09:08 a.m. with no reportable action.

#### **APPROVAL OF MINUTES:**

##### **Consideration of Approval of Minutes.**

**Action:** Approved the minutes of the Board Meeting on May 21, 2021 and the Special Board Meeting on June 11, 2021 with a roll call vote.

**AYES:** Lee, White, Storton  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**COMMUNITY COMMENTS AND SUGGESTIONS:**

None

**CONSENT AGENDA:**

Chair Storton asked if there was any public comment. No public comment was received. Chair Storton pulled item 3. from the Consent Agenda. Staff responded to questions from the Board and moved to approve item 3.

**3. Consideration of Changes to Unrepresented Employee Compensation.**

**Action:** 1) Adopted a Resolution to increase compensation for unrepresented management employees and the unrepresented part-time Office Assistant II position. 2) Approved to appropriate an additional \$13,500 from the fund balance to reflect the 3% increase.

Vice Chair Lee moved and Board Member White seconded the motion to approve Consent Agenda Item 3. The motion passed on the following roll call vote:

**AYES:** Lee, White, Storton  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

Board Member White moved and Vice Chair Lee seconded the motion to approve the following Consent Agenda items 1, 2, and 4. The motion passed on the following roll call vote:

**AYES:** White, Lee, Storton  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**1. Consideration of Cash Disbursement Activity.**

**Action:** Received and filed the listing of cash disbursements for the period of June 1, 2021 through June 30, 2021.

**2. Consideration of a Resolution Adopting Revised Job Descriptions for the Positions of Fire Captain, Fire Engineer, and Firefighter.**

**Action:** Adopted a Resolution revising job descriptions for positions of Fire Captain, Fire Engineer, and Firefighter.

**4. Consideration of Approval of Successor Memorandum of Understanding (MOU) and a Resolution with the International Association of Fire Fighters (IAFF) Local 4403 for FY 2021-22.**

**Action:** Approved a successor MOU with the IAFF Local 4403 and approved a Resolution.

**PROTEST HEARINGS:**

- a. **Public Hearing and Consideration of Resolution Confirming Weed Abatement Cost Accounting Report Consistent with Health and Safety Code Section 14905 and 14906 ET SEQ.** Chief Lieberman presented the staff report to the Board regarding the final process for the yearly weed abatement program. A list of properties abated, including the cost, was presented to the Board with the report. Chief Lieberman did point out that the property located on Calvin Court in Grover Beach had significant issues that were a fire hazard, including weed abatement that led to a removal fee of nearly \$12,000. Chair Storton asked if anyone would like to protest their property being on the list. No public comment or protest was received on this item. Therefore, the information will be submitted to the County to be assessed on the property owner's tax bill.

**Action:** Vice Chair Lee moved and Board Member White seconded the motion to approve the Resolution confirming weed abatement costs.

**AYES:** Lee, White, Storton  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**CONTINUED BUSINESS:**

None.

**NEW BUSINESS:**

- a. **Fire Station Cost/Data Analysis and Comparison to CAL FIRE Pismo Beach Contract.** Chief Lieberman presented a staff report regarding the cost for various fire and emergency response models per the direction of community partners. His report included financial model options for fire service: 1) Status Quo; 2) Fully Staffed; 3) Stand Alone; and 4) CAL FIRE contract. The scope of this report was to provide factual alternatives for emergency services. The results of the analysis confirmed that there is an efficiency for these member partners to share operating costs, equipment and staff. The data identified the benefits of having multiple stations in the current service area. Chief Lieberman pointed out that FCFA will require additional funding for staffing and equipment, but it remains to be a cost effective model. No public comment was received. The Board received and filed the report.

**BOARD MEMBER ITEMS:**

None.

**GENERAL COUNSEL ITEMS:**

None.

**FIRE CHIEF ITEMS:**

- a. FCFA Strike Team that has been at the River Fire will be demobilizing and returning home.
- b. Chief Lieberman reported that were no significant incidents reported on July 4<sup>th</sup>.
- c. FCFA is currently in the process of an internal recruitment for Fire Captain and Fire Engineer, as well as a recruitment for Firefighter.
- d. The Wildland Engine has been fully funded by the financing company. FCFA staff will be traveling to Florida to attend a preconstruction meeting for the build where the design will be confirmed.
- e. Chief Lieberman participated in an interview on KVEC radio talk show.
- f. FCFA staff responded to a vegetation fire in the dunes and utilized UTV 1.
- g. Chief Lieberman will be on vacation from August 19<sup>th</sup> through September 6<sup>th</sup>.

**BOARD COMMUNICATIONS:**

Vice Chair Lee reported that Grover Beach Police wrote 8 violations on July 4<sup>th</sup> for illegal fireworks.

**ADJOURNMENT:**

Chair Storton adjourned the meeting at 10:38 a.m. The next Board meeting is scheduled for August 20, 2021, at 9:00 a.m.

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**KEITH STORTON, CHAIR**

**ATTEST:**

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**TRICIA MEYERS, CLERK TO THE BOARD**



## **STAFF REPORT**

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**TO:** Chair and Board Members                      **MEETING DATE:** September 17, 2021

**FROM:** Stephen C. Lieberman, Fire Chief  
Nicole Valentine, Treasurer

**SUBJECT:** Consideration of Cash Disbursement Ratification

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### **RECOMMENDATION**

It is recommended that the Five Cities Fire Authority (FCFA) Board of Directors review, receive and accept the attached listing of cash disbursements for the period July 1 through August 31, 2021.

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### **BACKGROUND**

The FCFA JPA agreement identifies the City of Arroyo Grande as the agency providing financial services to the fire department. The City processes payroll and accounts payable on behalf of the FCFA. Historically, the City has processed FCFA payroll on City checks (using a City bank account). The City recovers 100% of these payroll costs along with related staff time. FCFA staff is working with the City to determine if payroll can be processed utilizing FCFA checks/bank account.

Cash disbursements are made weekly based on the submission of all required documentation and supporting invoices for costs incurred/services rendered. The Fire Chief reviews all disbursement documents before they are submitted to the City for processing.

### **FISCAL IMPACT**

There is a \$1,506,102.71 fiscal impact that includes the following items:

- Accounts Payable Checks            \$ 377,034.52
- Payroll and Benefit Checks        \$1,129,068.19

### **ALTERNATIVES**

The following alternatives are provided for the Board's consideration:

1. Approve the staff recommendation
2. Do not approve the staff recommendation
3. Provide other direction.

### **ATTACHMENTS**

July 1 through August 31, 2021 Accounts Payable Register  
July 1 through August 31, 2021 Payroll and Check Register

### **PREPARED BY**

Stephen C. Lieberman, Fire Chief



FIVE CITIES FIRE AUTHORITY  
 CHECK LISTING  
 JULY 1 - AUGUST 31, 2021

ATTACHMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Last Name
1	07/09/2021	7778	236.63	SHOP SUPPLIES-RENTAL TOWELS, MATS,MOPS	290.4211.5303	ARAMARK
2	07/09/2021	7779	309.16	WATER/SEWER FEES-140 TRAFFIC WAY	290.4211.5401	CITY OF ARROYO GRANDE
3	07/09/2021	7779	139.39	WATER/SEWER FEES-IRRIGATION	290.4211.5401	CITY OF ARROYO GRANDE
4	07/09/2021	7779	6.13	WATER/SEWER FEES-FIRE HYDRANT	290.4211.5401	CITY OF ARROYO GRANDE
5	07/09/2021	7780	762.38	BAN#9391033185 PHONES 5/25-06/25	290.4211.5403	AT&T
6	07/09/2021	7780	173.92	BAN#9391033178, CIRCUIT CHRGS	290.4211.5403	AT&T
7	07/09/2021	7780	173.92	BAN#9391033179 CIRCUIT CHRGS	290.4211.5403	AT&T
8	07/09/2021	7781	223.64	AMAZON-SHOCK, STRUTS FOR EXPEDITION	290.4211.5601	BANK OF AMERICA
9	07/09/2021	7781	14.99	ZOOM	290.4211.5403	BANK OF AMERICA
10	07/09/2021	7781	988.14	CA FIRE CHIEFS ASSN MEMBERSHIP	290.4211.5503	BANK OF AMERICA
11	07/09/2021	7781	56.36	FUEL	290.4211.5608	BANK OF AMERICA
12	07/09/2021	7781	169.85	THE ANTENNA FARM-2021 TAHOE OUTFIT	290.4211.6301	BANK OF AMERICA
13	07/09/2021	7781	26.01	UPS-SHIPPING	290.4211.5208	BANK OF AMERICA
14	07/09/2021	7781	142.30	ROUGH COUNTRY-2021 TAHOE OUTFIT	290.4211.6301	BANK OF AMERICA
15	07/09/2021	7781	450.32	DANA SAFETY SUPPLY-2021 TAHOE	290.4211.6301	BANK OF AMERICA
16	07/09/2021	7781	-161.54	CREDIT RETURN-MAJOR POLICE SUPPLY	290.4211.6301	BANK OF AMERICA
17	07/09/2021	7781	34.20	USPS-SHIPPING	290.4211.5208	BANK OF AMERICA
18	07/09/2021	7781	27.70	AMAZON-TAHOE GARAGE DOOR OPENER	290.4211.5273	BANK OF AMERICA

FIVE CITIES FIRE AUTHORITY  
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ATTACHMENT 1

19	07/09/2021	7781	33.48	WALMART-CLEANING SUPPLIES	290.4211.5604	BANK OF AMERICA
20	07/09/2021	7781	62.86	FUEL--6620	290.4211.5608	BANK OF AMERICA
21	07/09/2021	7781	231.66	GENOA SIGNS-2021 TAHOE OUTFIT	290.4211.6301	BANK OF AMERICA
22	07/09/2021	7781	92.72	UPS-SHIPPING	290.4211.5208	BANK OF AMERICA
23	07/09/2021	7781	9.95	Freight	290.4211.6301	BANK OF AMERICA
24	07/09/2021	7781	46.49	FUEL	290.4211.5608	BANK OF AMERICA
25	07/09/2021	7781	308.30	BURKE & PACE-LUMBER FOR TRAINING	290.4211.5501	BANK OF AMERICA
26	07/09/2021	7781	0.99	APPLE I-PHONE STORAGE-CHIEF	290.4211.6103	BANK OF AMERICA
27	07/09/2021	7781	392.82	WALMART-STN 3 TV	290.4211.5201	BANK OF AMERICA
28	07/09/2021	7781	542.52	CMC RESCUE TRAINING BOOKS	290.4211.5501	BANK OF AMERICA
29	07/09/2021	7781	173.97	OFFICE DEPOT-OFFICE SUPPLIES	290.4211.5201	BANK OF AMERICA
30	07/09/2021	7781	25.00	SO CTY CHAMBERS B'FAST MEETING	290.4211.5504	BANK OF AMERICA
31	07/09/2021	7781	35.90	STARBUCKS-COFFEE FOR MEETINGS	290.4211.5504	BANK OF AMERICA
32	07/09/2021	7781	4,000.00	ERSI-RENEW SOFTWARE LICENSE	290.4211.5607	BANK OF AMERICA
33	07/09/2021	7781	35.00	CALL IN STUDIO	290.4211.5403	BANK OF AMERICA
34	07/09/2021	7781	17.71	SECURE CONFERENCE	290.4211.5403	BANK OF AMERICA
35	07/09/2021	7781	179.45	AMAZON-FORD EXPLORER SUSPENSION	290.4211.5601	BANK OF AMERICA
36	07/09/2021	7782	4,848.75	MSA G1 CONTROL MODULE W/ITC	290.4211.5603	BAUER COMPRESSORS, INC
37	07/09/2021	7783	32.11	FLASHER-BRUSH 6691	290.4211.5601	CARGUEST AUTO PARTS
38	07/09/2021	7784	118.58	ACCT#8245101000202519 STN 2 TV	290.4211.5401	CHARTER COMMUNICATIONS

FIVE CITIES FIRE AUTHORITY  
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ATTACHMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Last Name
39	07/09/2021	7784	93.72	ACCT#82451010116287 STN 3 TV	290.4211.5401	CHARTER COMMUNICATIONS
40	07/09/2021	7785	231.20	REPAIR KENWOOD PORTABLE RADIO	290.4211.5606	COAST ELECTRONICS
41	07/09/2021	7786	108.92	07/21 SHIFT SCHEDULING SOFTWARE	290.4211.5607	CREWSENSE LLC
42	07/09/2021	7787	292.50	05/21 PROF LEGAL SVCS	290.4211.5303	DANER LAW FIRM APLC
43	07/09/2021	7788	1,428.75	FUEL	290.4211.5608	JB DEWAR, INC
44	07/09/2021	7789	2,025.00	ANNUAL INSPECTION-TRUCK#5	290.4211.5303	FAILSAFE TESTING, LLC
45	07/09/2021	7790	1,589.02	PG&E COSTS -STN 2 5/20-6/20	290.4211.5401	CITY OF GROVER BEACH
46	07/09/2021	7791	647.50	06/21 PROF LEGAL SVCS	290.4211.5303	DAVID P HALE
47	07/09/2021	7792	1,864.70	WEED ABATEMENT SVCS-OC	290.4211.5599	K.D. JANNI LANDSCAPING INC
48	07/09/2021	7792	9,948.20	WEED ABATEMENT SVCS-AG	290.4211.5599	K.D. JANNI LANDSCAPING INC
49	07/09/2021	7792	869.02	WEED ABATMENT SVCS-CALVIN CT GB	290.4211.5599	K.D. JANNI LANDSCAPING INC
50	07/09/2021	7792	2,705.02	WEED ABATEMENT SVCS-GB	290.4211.5599	K.D. JANNI LANDSCAPING INC
51	07/09/2021	7793	8,092.00	PROF SVC-POLICY & PROCEDURE	290.4211.5607	LEXIPOL LLC
52	07/09/2021	7794	4.30	SMALL TOOLS	290.4211.5273	MINER'S ACE HARDWARE, INC
53	07/09/2021	7794	6.45	SPRAY PAINT	290.4211.5601	MINER'S ACE HARDWARE, INC
54	07/09/2021	7794	3.10	FASTENERS	290.4211.5601	MINER'S ACE HARDWARE, INC
55	07/09/2021	7794	37.81	SPRAY PAINT, ABSORBENT OIL BAG	290.4211.5601	MINER'S ACE HARDWARE, INC
56	07/09/2021	7795	3,750.00	07/21-09/21 FIRE STN RENT	290.4211.5553	OCEANO COMMUNITY SERVICES
57	07/09/2021	7796	17.75	EMBROIDERY-LIEBERMAN	290.4211.5276	R & T EMBROIDERY, INC
58	07/09/2021	7797	68.50	QTR ZIP-CHIEF LIEBERMAN	290.4211.5276	RANGE MASTER
59	07/09/2021	7798	1,312.58	TIRES-CHEVY TAHOE	290.4211.6301	SANTA MARIA TIRE, INC
60	07/09/2021	7799	185.01	GAS SERVICES-STN 1 5/25-6/24	290.4211.5401	SOCALGAS
61	07/09/2021	7800	50.00	STERI SAFE-HAZARDOUS DRUG DISPOSAL	290.4211.5303	STERICYCLE INC.
62	07/09/2021	7801	89.00	ROUTINE AIR SAMPLING (1)	290.4211.5303	TRACE ANALYTICS, LLC
63	07/09/2021	7801	178.00	ROUTINE AIR SAMPLING (2)	290.4211.5303	TRACE ANALYTICS, LLC
64	07/09/2021	7802	577.84	ACCT#670954297-00001 PHONE LINES	290.4211.5403	VERIZON WIRELESS
65	07/23/2021	7803	141.95	ARGON/OXYGEN CYLINDER RENTAL	290.4211.5303	AIRGAS USA, LLC
66	07/23/2021	7803	412.26	(14) MEDICAL OXYGEN CYLINDERS	290.4211.5303	AIRGAS USA, LLC

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Line	Check Date	Check #	Amount	Description	Acct #	Vendor: Last Name
67	07/23/2021	7804	238.63	SHOP SUPPLIES RENTAL-TOWELS, MATS,MOPS	290.4211.5303	ARAMARK
68	07/23/2021	7805	33.34	CIRCUIT LINE TO AGPD	290.4211.5403	AT & T
69	07/23/2021	7806	856.64	MEDICAL SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
70	07/23/2021	7806	945.86	MEDICAL SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
71	07/23/2021	7807	750.00	FSTEP-FS-CSRT0276 CONFINED SPACE	290.4211.5501	CAL FIRE
72	07/23/2021	7808	162.42	2009 FORD ESCAPE BATTERY	290.4211.5601	CARQUEST AUTO PARTS
73	07/23/2021	7809	204.98	ACCT#82451010138133 STN 3 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
74	07/23/2021	7809	204.98	ACCT#8245101000239800 STN 2 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
75	07/23/2021	7809	204.98	ACCT#8245100960252290 STN 1 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
76	07/23/2021	7810	1,089.80	FUEL	290.4211.5608	JB DEWAR, INC
77	07/23/2021	7811	41,103.00	FY21/22 PROPERTY/LIABILITY INS	290.4211.5576	FAIRA
78	07/23/2021	7812	5,000.00	21/22 HAZ MAT FEE-GROVER BEACH	290.4211.5325	FIRE CHIEFS ASSOC. OF SLO CNTY

Line	Check Date	Check #	Amount	Description	Acct #	Vendor: Last Name
79	07/23/2021	7812	2,000.00	21/22 HAZ MAT FEE-OCEANO	290.4211.5325	FIRE CHIEFS ASSOC. OF SLO CNTY
80	07/23/2021	7812	5,000.00	21/22 HAZ MAT FEE-ARROYO GRANDE	290.4211.5325	FIRE CHIEFS ASSOC. OF SLO CNTY
81	07/23/2021	7812	50.00	FY21/22 ANNUAL MEMBERSHIP FEE	290.4211.5503	FIRE CHIEFS ASSOC. OF SLO CNTY
82	07/23/2021	7812	275.00	21/22 CRITICAL INCIDENT MGMT	290.4211.5503	FIRE CHIEFS ASSOC. OF SLO CNTY
83	07/23/2021	7813	91.59	CHANNEL MOUNT HARDWARE KIT	290.4211.6301	HEACOCK TRAILERS & TRUCK
84	07/23/2021	7814	92.00	DMV/DOT FARNSWORTH	290.4211.5315	MEDSTOP URGENT CARE CENTERS
85	07/23/2021	7815	174.07	STN 1 KITCHEN PLUMBING REPAIR	290.4211.5604	MINER'S ACE HARDWARE, INC
86	07/23/2021	7815	75.61	STN 2-HOSE REEL HIDEAWAY	290.4211.5605	MINER'S ACE HARDWARE, INC
87	07/23/2021	7815	37.70	TRUCK 5-RECIPROCATING SAW BLADE	290.4211.5601	MINER'S ACE HARDWARE, INC
88	07/23/2021	7815	49.11	STN 1 KITCHEN FAUCET AIR GAP	290.4211.5604	MINER'S ACE HARDWARE, INC
89	07/23/2021	7816	2,000.00	AUDIT TO DATE	290.4211.5303	MOSS, LEVY & HARTZHEIM LLP
90	07/23/2021	7817	114.71	COPY PAPER	290.4211.5201	PAPER CONNECTION
91	07/23/2021	7818	1,314.13	TRUCK 6645 TIRES	290.4211.6301	SANTA MARIA TIRE, INC
92	07/23/2021	7819	100.00	EMT RE-CERT-KALATA	290.4211.5501	SLO COUNTY EMS AGENCY
93	07/23/2021	7820	171,283.00	FY21/22 DISPATCH SVCS ANNUAL INVOICE	290.4211.5303	SLO COUNTY FIRE DEPT
94	07/23/2021	7821	96.07	GAS SERVICES-6/14-7/14	290.4211.5401	SOCALGAS

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95	07/23/2021	7822	266.34	TRUCK 5 REPAIR FOAM SYSTEM	290.4211.5601	SOUTH COAST EMERGENCY
96	07/23/2021	7822	1,733.45	6661 REPAIR BUMPER VALVE LEAK	290.4211.5601	SOUTH COAST EMERGENCY
97	07/23/2021	7822	573.05	6692 REPAIR COOLANT LEAK	290.4211.5601	SOUTH COAST EMERGENCY
98	07/23/2021	7822	110.00	6652 REPAIR SIGNAL WIRE	290.4211.5601	SOUTH COAST EMERGENCY
99	07/23/2021	7822	939.73	6692 REPAIR PUMP FUSE	290.4211.5601	SOUTH COAST EMERGENCY
100	07/23/2021	7823	50.00	08/21 STERISAFE COMPLIANCE-HAZ MATRLS	290.4211.5303	STERICYCLE INC.
101	07/23/2021	7824	22.00	SAMPLING MEDIA W/O AMBIENT	290.4211.5303	TRACE ANALYTICS, LLC
102	07/23/2021	7825	5,161.00	21/22 INSURANCE PREMIUM RENEWAL	290.4211.5135	VFIS
103	08/03/2021	7826	326.16	IPAD WIRELESS CHRGS 06/12-07/12	290.4211.5403	AT&T MOBILITY
104	08/03/2021	7827	211.41	ACCT#8245100960102339-STN 1 TV	290.4211.5401	CHARTER COMMUNICATIONS
105	08/03/2021	7828	225.00	NFPA FIRE ALARM SYSTEM REVIEW-	290.4211.5303	COLLINGS & ASSOCIATES LLC
106	08/03/2021	7829	1,710.67	FUEL	290.4211.5608	JB DEWAR, INC
107	08/03/2021	7830	230.92	UTILITIES-WATER 5/21-7/21 STN 2	290.4211.5401	CITY OF GROVER BEACH
108	08/03/2021	7831	9,837.00	NFPA PHYSICALS	290.4211.5303	INDUSTRIAL MEDICAL GROUP
109	08/03/2021	7831	10,700.00	NFPA PHYSICALS	290.4211.5315	INDUSTRIAL MEDICAL GROUP
110	08/03/2021	7831	428.00	NFPA PHYSICALS	290.4211.5315	INDUSTRIAL MEDICAL GROUP
111	08/03/2021	7832	1,980.96	VEHICLE MAINT RESTOCK	290.4211.5601	LAWSON PRODUCTS, INC
112	08/03/2021	7832	492.08	VEHICLE MAINT RESTOCK	290.4211.5601	LAWSON PRODUCTS, INC
113	08/03/2021	7833	494.00	06/21 LEGAL SVCS	290.4211.5303	LIEBERT, CASSIDY, WHITMORE
114	08/03/2021	7834	983.36	MILEAGE REIMBURSEMENT 1756 X .56	290.4211.5608	SEAN MCMAHON
115	08/03/2021	7835	14.00	WHEEL PNEUMATIC	290.4211.5603	MINER'S ACE HARDWARE, INC
116	08/03/2021	7835	55.92	TOOL BAG, DISCHARGE HOSE	290.4211.5255	MINER'S ACE HARDWARE, INC
117	08/03/2021	7835	20.65	LED BULBS	290.4211.5604	MINER'S ACE HARDWARE, INC
Line	Check Date	Check #	Amount	Description	Acct #	Vendor Last Name
118	08/03/2021	7836	2,051.10	ELECTRIC-STN 1 6/15-7/14	290.4211.5401	PACIFIC GAS & ELECTRIC CO
119	08/03/2021	7837	404.82	2022 SHIFT CALENDARS	290.4211.5306	SHIFT CALENDARS, INC
120	08/03/2021	7838	475.90	MISC SMALL TOOLS	290.4211.5273	SNAP-ON INDUSTRIAL
121	08/03/2021	7839	85.00	FLATBED TRUCK BIT INSPECTION	290.4211.5601	SOUTH COAST EMERGENCY
122	08/03/2021	7839	85.00	E6693 BIT INSPECTION	290.4211.5601	SOUTH COAST EMERGENCY

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123	08/03/2021	7839	85.00	E6663 BIT INSPECTION	290.4211.5601	SOUTH COAST EMERGENCY
124	08/03/2021	7839	85.00	T6645 BIT INSPECTION	290.4211.5601	SOUTH COAST EMERGENCY
125	08/03/2021	7839	478.83	T6645 REPAIRS	290.4211.5601	SOUTH COAST EMERGENCY
126	08/03/2021	7839	85.00	E6692 BIT INSPECTION	290.4211.5601	SOUTH COAST EMERGENCY
127	08/03/2021	7839	85.00	E6691 BIT INSPECTION	290.4211.5601	SOUTH COAST EMERGENCY
128	08/03/2021	7840	177.79	ICE MACHINE RENTAL	290.4211.5303	TOGNAZZINI BEVERAGE SERVICE
129	08/03/2021	7841	578.56	(14) PHONE LINES 06/19-07/18	290.4211.5403	VERIZON WIRELESS
130	08/11/2021	7842	145.95	ARGON/OXYGEN CYLINDER RENTAL	290.4211.5303	AIRGAS USA, LLC
131	08/11/2021	7843	287.40	WILDLAND BOOTS-SILVA	290.4211.5272	ALLSTAR FIRE EQUIPMENT, INC
132	08/11/2021	7844	238.63	SHOP SUPPLIES-RENTAL TOWELS, MATS,MOPS	290.4211.5303	ARAMARK
133	08/11/2021	7844	236.63	SHOP SUPPLIES-RENTAL TOWELS, MATS,MOPS	290.4211.5303	ARAMARK
134	08/11/2021	7845	173.92	BAN#9391033179 STN 3 CIRCUIT CHRGS	290.4211.5403	AT&T
135	08/11/2021	7845	754.54	BAN#9391033185 PHONE LINES	290.4211.5403	AT&T
136	08/11/2021	7845	173.92	BAN#9391033178 -STN 2 CIRCUIT CHRGS	290.4211.5403	AT&T
137	08/11/2021	7846	52.73	GIBBS INT'L-AIR CLAMP	290.4211.5601	BANK OF AMERICA
138	08/11/2021	7846	268.30	CPO COMMERCE-SMALL TOOLS	290.4211.5273	BANK OF AMERICA
139	08/11/2021	7846	1,183.07	SENSOR TIRE-TIRE	290.4211.5601	BANK OF AMERICA
140	08/11/2021	7846	45.00	RPS SB AIRPORT PARKING	290.4211.5512	BANK OF AMERICA
141	08/11/2021	7846	43.61	PIZZA FACTORY-STRIKE TEAM MEAL	290.4211.5512	BANK OF AMERICA
142	08/11/2021	7846	480.72	STRIKE TEAM MEALS	290.4211.5512	BANK OF AMERICA
143	08/11/2021	7846	159.50	AMAZON-TIRE DEFLATOR	290.4211.5601	BANK OF AMERICA
144	08/11/2021	7846	109.67	RIVERVIEW INT'L TRUCKS-TRUCK RENTAL	290.4211.5601	BANK OF AMERICA
145	08/11/2021	7846	22.50	TRACTOR SUPPLY	290.4211.5601	BANK OF AMERICA
146	08/11/2021	7846	32.77	DANA SAFETY SUPPLY-CHEWY TAHOE	290.4211.5601	BANK OF AMERICA
147	08/11/2021	7846	360.19	AMAZON-VEHICLE MAINT SUPPLIES	290.4211.5601	BANK OF AMERICA
148	08/11/2021	7846	502.25	RIEBES AUTO PARTS	290.4211.5601	BANK OF AMERICA
149	08/11/2021	7846	84.00	BRAKE INSPECTION-EXPEDITION	290.4211.5601	BANK OF AMERICA
150	08/11/2021	7846	16.61	RIEBES AUTO PARTS	290.4211.5601	BANK OF AMERICA
151	08/11/2021	7846	158.39	RUGGED RADIOS-EAR PIECE, HAT	290.4211.5603	BANK OF AMERICA
152	08/11/2021	7846	257.31	TRUCK REPAIR-DIXIE FIRE	290.4211.5601	BANK OF AMERICA

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153	08/11/2021	7846	43.08	AMAZON-CLIP FOR UTV1	290.4211.5601	BANK OF AMERICA
154	08/11/2021	7846	111.45	O REILLY AUTO PARTS	290.4211.5601	BANK OF AMERICA
155	08/11/2021	7846	60.33	AMAZON-SURGE PROTECTOR	290.4211.5702	BANK OF AMERICA
156	08/11/2021	7846	19.34	AMAZON-EXTENSION CABLE	290.4211.5702	BANK OF AMERICA

Line	Check Date	Check #	Amount	Description	Acct.#	Vendor Last Name
157	08/11/2021	7846	107.36	UPS SHIPPING	290.4211.5208	BANK OF AMERICA
158	08/11/2021	7846	35.90	STARBUCKS-COFFEE -INTERVIEW PANEL	290.4211.5508	BANK OF AMERICA
159	08/11/2021	7846	300.44	YRC FRT-MEDICAL GLOVES	290.4211.5206	BANK OF AMERICA
160	08/11/2021	7846	305.79	USPS-EMS AED	290.4211.5206	BANK OF AMERICA
161	08/11/2021	7846	35.64	WALMART-GLASS CLEANER, USB FAN	290.4211.5255	BANK OF AMERICA
162	08/11/2021	7846	68.50	NFPA-BOOKS	290.4211.5255	BANK OF AMERICA
163	08/11/2021	7846	47.38	AMAZON-IPHONE CABLE	290.4211.5606	BANK OF AMERICA
164	08/11/2021	7846	18.85	AMAZON-THERMAL PAPER	290.4211.5201	BANK OF AMERICA
165	08/11/2021	7846	14.99	ZOOM	290.4211.5403	BANK OF AMERICA
166	08/11/2021	7846	54.94	AMAZON-TAPE FOR CC MACHINE	290.4211.5201	BANK OF AMERICA
167	08/11/2021	7846	21.04	SECURE CONFERENCE	290.4211.5403	BANK OF AMERICA
168	08/11/2021	7846	310.53	OFFICE MAX-OFFICE SUPPLIES	290.4211.5201	BANK OF AMERICA
169	08/11/2021	7846	33.36	AMAZON-P TOUCH TAPE	290.4211.5201	BANK OF AMERICA
170	08/11/2021	7846	472.70	AMAZON-TONER	290.4211.5201	BANK OF AMERICA
171	08/11/2021	7846	74.66	OFFICE MAX-OFFICE SUPPLIES	290.4211.5201	BANK OF AMERICA
172	08/11/2021	7846	600.00	CA ARSON INVEST.CONFERENCE	290.4211.5501	BANK OF AMERICA

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173	08/11/2021	7846	544.95	SIMUSHARE -SIMULATOR PROGRAM	290.4211.5607	BANK OF AMERICA
174	08/11/2021	7846	0.99	IPHONE STORAGE-CHIEF	290.4211.5607	BANK OF AMERICA
175	08/11/2021	7846	9.99	APPLE.COM-SIMS USHARE APP	290.4211.5607	BANK OF AMERICA
176	08/11/2021	7846	40.00	FUEL	290.4211.5608	BANK OF AMERICA
177	08/11/2021	7846	185.23	FUEL	290.4211.5608	BANK OF AMERICA
178	08/11/2021	7846	125.00	FUEL	290.4211.5608	BANK OF AMERICA
179	08/11/2021	7846	30.02	DICKS' SPRTG GOODS-STRIKE TEAM	290.4211.5255	BANK OF AMERICA
180	08/11/2021	7846	46.00	BIG 5-COOLER	290.4211.5255	BANK OF AMERICA
181	08/11/2021	7846	300.43	WALMART-FOLDING TABLES	290.4211.5504	BANK OF AMERICA
182	08/11/2021	7846	37.20	EZTRIP-FUEL STRIKE TEAM	290.4211.5608	BANK OF AMERICA
183	08/11/2021	7846	100.00	FUEL	290.4211.5608	BANK OF AMERICA
184	08/11/2021	7846	41.13	TJS, VONS, SMART & FINAL-WATER,SUPPLIES	290.4211.5508	BANK OF AMERICA
185	08/11/2021	7846	513.21	ROOSTER CREEK-INTERVIEW PANEL	290.4211.5508	BANK OF AMERICA
186	08/11/2021	7846	56.40	USPS-STAMPS, POSTAGE	290.4211.5208	BANK OF AMERICA
187	08/11/2021	7847	4,898.75	TRUE NORTH RIT BAG & RIT PACK	290.4211.5603	BAUER COMPRESSORS, INC
188	08/11/2021	7848	118.58	ACCT#8245101000202519 STN 2 TV	290.4211.5401	CHARTER COMMUNICATIONS
189	08/11/2021	7848	93.72	ACCT#8245101010116287-STN 3 TV	290.4211.5401	CHARTER COMMUNICATIONS
190	08/11/2021	7848	204.98	ACCT#8245100960252290-STN 1 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
191	08/11/2021	7849	297.00	JUNIPER J CARE SUPPORT MAINT	290.4211.5607	CIO SOLUTIONS LP
192	08/11/2021	7850	78.00	07/21 PROF LEGAL SVCS	290.4211.5303	DANER LAW FIRM APLC



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193	08/11/2021	7851	1,239.50	07/21 PROF LEGAL SVCS	290.4211.5303	DAVID P HALE
194	08/11/2021	7852	1,527.89	FUEL	290.4211.5608	J B DEWAR, INC
195	08/11/2021	7852	51.72	TORCH FUEL	290.4211.5608	J B DEWAR, INC
Line	Check Date	Check #	Amount	Description	Acct #	Vendor Last Name
196	08/11/2021	7853	9,160.00	WEED ABATEMENT SVC-CALVIN CT GB	290.4211.5599	K.D. JANNI LANDSCAPING INC
197	08/11/2021	7854	250.00	PROF SVCS-REMOTE SUPPORT	290.4211.5303	LANSPEED
198	08/11/2021	7855	3.32	WIRE CONNECTOR-UI HEAT SEAL	290.4211.5601	LAWSON PRODUCTS, INC
199	08/11/2021	7856	51.09	STN 2-GRILL LIGHTER, GARAGE REMOTE	290.4211.5255	MINER'S ACE HARDWARE, INC
200	08/11/2021	7856	3.90	12V BATTERY	290.4211.5255	MINER'S ACE HARDWARE, INC
201	08/11/2021	7856	10.76	CLEANING SUPPLIES	290.4211.5604	MINER'S ACE HARDWARE, INC
202	08/11/2021	7856	2.81	FASTENERS	290.4211.5255	MINER'S ACE HARDWARE, INC
203	08/11/2021	7857	487.50	07/21 PROF LEGAL SVCS	290.4211.5303	MOLLY THURMOND P.C.
204	08/11/2021	7858	175.00	MEMBERSHIP-LIEBERMAN	290.4211.5503	NFPA - NATL FIRE PROTECTION
205	08/11/2021	7859	751.88	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
206	08/11/2021	7859	464.84	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
207	08/11/2021	7859	22.67	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
208	08/11/2021	7859	239.87	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
209	08/11/2021	7860	368.51	PARTS WASHER MAINT.AGREEMENT	290.4211.5325	SAFETY-KLEEN SYSTEMS, INC
210	08/11/2021	7860	-181.02	CREDIT PARTS WASHER	290.4211.5325	SAFETY-KLEEN SYSTEMS, INC

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211	08/11/2021	7861	99.23	MOUNT TIRE, VALVE STEM	290.4211.6301	SANTA MARIA TIRE, INC
212	08/11/2021	7862	62.00	EMT RE-CERT-HINDEN	290.4211.5501	SLO COUNTY EMS AGENCY
213	08/11/2021	7863	218.53	VOLT STARTER, LED USB PLUG	290.4211.5601	SNAP-ON INDUSTRIAL
214	08/11/2021	7864	186.75	GAS SERVICES-STN 1 6/24-7/26	290.4211.5401	SOCALGAS
215	08/11/2021	7865	193.31	STERI-SAFE COMPLIANCE	290.4211.5303	STERICYCLE INC.
216	08/30/2021	7866	45.49	PASSPORT NAMETAGS-HUGHEY	290.4211.5255	ADVANCE MARKING SYSTEMS
217	08/30/2021	7867	236.27	SHOP SUPPLIES-RENTAL-TOWELS,MOPS, MATS	290.4211.5303	ARAMARK UNIFORM SERVICES
218	08/30/2021	7868	33.34	CIRCUIT LINE TO AGPD	290.4211.5403	AT & T
219	08/30/2021	7869	326.16	IPAD WIRELESS CHRGS 7/12-8/11	290.4211.5403	AT&T MOBILITY
220	08/30/2021	7870	40.00	PEST CONTROL SVCS-STN 1	290.4211.5605	AUTHORIZED PEST CONTROL
221	08/30/2021	7870	40.00	PEST CONTROL SVCS-STN 3	290.4211.5605	AUTHORIZED PEST CONTROL
222	08/30/2021	7871	177.79	BUSINESS CARDS-SEARBY, DENSMORE	290.4211.5306	BOONE PRINTING & GRAPHICS INC
223	08/30/2021	7872	1,400.22	WD881 55 GAL FOAM	290.4211.5255	BURTONS FIRE, INC.
224	08/30/2021	7873	204.98	ACCT#8245101000239800-STN 2 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
225	08/30/2021	7873	204.98	ACCT#82451010138133-STN 3 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
226	08/30/2021	7873	211.41	ACCT#8245100960102339-STN 1 TV	290.4211.5401	CHARTER COMMUNICATIONS
227	08/30/2021	7874	2,909.82	KENWOOD TRI-BAND RADIO PACKAGE	290.4211.6301	COAST ELECTRONICS
228	08/30/2021	7874	1,061.63	LICENSE KEY/Front PANEL PROGRAM	290.4211.5603	COAST ELECTRONICS
229	08/30/2021	7875	275.00	NFPA FIRE SPRINKLER SYSTEM REVIEW	290.4211.5303	COLLINGS & ASSOCIATES LLC
230	08/30/2021	7876	749.97	STATIC KERN ROPE/CHEST HARNESS	290.4211.5255	L.N. CURTIS & SONS

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231	08/30/2021	7876	214.31	SPREADER BAR	290.4211.5255	L.N. CURTIS & SONS
232	08/30/2021	7877	1,553.38	FUEL	290.4211.5608	JB DEWAR, INC
233	08/30/2021	7878	271.69	1/2" CUT OFF GRINDER	290.4211.5273	LAWSON PRODUCTS, INC
234	08/30/2021	7879	273.00	07/21 LEGAL SVCS	290.4211.5303	LIEBERT, CASSIDY, WHITMORE

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235	08/30/2021	7880	20.46	BAR & CHAIN OIL	290.4211.5601	MINER'S ACE HARDWARE, INC
236	08/30/2021	7880	46.32	WEED KILLER	290.4211.5605	MINER'S ACE HARDWARE, INC
237	08/30/2021	7881	1,887.05	ELECTRIC-STN 1 7/15-8/15	290.4211.5401	PACIFIC GAS & ELECTRIC CO
238	08/30/2021	7882	66.56	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
239	08/30/2021	7882	68.94	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
240	08/30/2021	7883	2,691.56	FCFA PATCHES (500)	290.4211.5276	RANGE MASTER
241	08/30/2021	7884	175.00	REPAIR CHIPPED PAINT	290.4211.5601	SAN LUIS COLORS
242	08/30/2021	7885	106.24	GAS SERVICES-STN 2 07/14-08/12	290.4211.5401	SOCALGAS
243	08/30/2021	7886	3,417.07	REPAIRS TO 6652	290.4211.5601	SOUTH COAST EMERGENCY
244	08/30/2021	7887	140.00	1-8 EMPLOYEE MEMBERSHIP	290.4211.5503	SOUTH COUNTY CHAMBERS
245	08/30/2021	7888	68.17	REIMBURSE-STRIKE TEAM FUEL	290.4211.5608	BURL VREELAND
			377,034.52			

<p><b>FIVE CITIES FIRE AUTHORITY</b></p> <p><b>DEPARTMENTAL LABOR DISTRIBUTION</b></p> <p><b>PAY PERIOD</b></p> <p><b>06/11/2021 - 06/24/2021</b></p> <p><b>7/2/2021</b></p>
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**BY ACCOUNT**

5101	Salaries Full time	77,444.82
5102	Salaries Part-Time - PPT	-
5103	Salaries Part-Time - TPT	2,689.50
5105	Salaries OverTime	33,920.18
5106	Salaries Strike Team OT	-
5108	Holiday Pay	4,129.00
5109	Sick Pay	1,414.32
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	1,320.96
5114	Comp Pay	7,815.60
5115	Annual Leave Pay	5,315.00
5121	PERS Retirement	20,054.99
5122	Social Security	10,358.13
5123	PARS Retirement	-
5126	State Disability Ins.	1,051.68
5127	Deferred Compensation	125.00
5131	Health Insurance	17,247.74
5132	Dental Insurance	968.16
5133	Vision Insurance	267.04
5134	Life Insurance	121.52
5135	Long Term Disability	154.34
		<u>184,397.98</u>

<p><b>FIVE CITIES FIRE AUTHORITY</b></p> <p><b>DEPARTMENTAL LABOR DISTRIBUTION</b></p> <p><b>PAY PERIOD</b></p> <p><b>06/25/2021 - 07/08/2021</b></p> <p><b>7/16/2021</b></p>
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**BY ACCOUNT**

5101	Salaries Full time	68,407.18
5102	Salaries Part-Time - PPT	-
5103	Salaries Part-Time - TPT	5,090.25
5105	Salaries OverTime	40,076.38
5106	Salaries Strike Team OT	-
5108	Holiday Pay	5,807.32
5109	Sick Pay	163.60
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	2,689.11
5114	Comp Pay	10,283.13
5115	Annual Leave Pay	1,804.13
5121	PERS Retirement	20,239.81
5122	Social Security	10,378.90
5123	PARS Retirement	-
5126	State Disability Ins.	1,117.64
5127	Deferred Compensation	125.00
5131	Health Insurance	17,247.74
5132	Dental Insurance	968.16
5133	Vision Insurance	267.04
5134	Life Insurance	121.52
5135	Long Term Disability	154.34
		184,941.25

<p><b>FIVE CITIES FIRE AUTHORITY</b></p> <p><b>DEPARTMENTAL LABOR DISTRIBUTION</b></p> <p><b>PAY PERIOD</b></p> <p><b>07/09/2021 - 07/22/2021</b></p> <p><b>7/30/2021</b></p>
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**BY ACCOUNT**

5101	Salaries Full time	70,169.34	
5102	Salaries Part-Time - PPT	-	
5103	Salaries Part-Time - TPT	5,720.50	
5105	Salaries OverTime	38,929.54	
5106	Salaries Strike Team OT	42,844.89	
5108	Holiday Pay	-	
5109	Sick Pay	680.16	
5110	Annual Leave Buyback	9,540.16	*
5111	Vacation Buyback	-	
5112	Sick Leave Buyback	-	
5113	Vacation Pay	5,404.32	
5114	Comp Pay	6,470.40	
5115	Annual Leave Pay	3,982.16	
5121	PERS Retirement	20,298.14	
5122	Social Security	16,710.16	*
5123	PARS Retirement	-	
5126	State Disability Ins.	1,694.03	*
5127	Deferred Compensation	-	
5131	Health Insurance	-	
5132	Dental Insurance	-	
5133	Vision Insurance	-	
5134	Life Insurance	-	
5135	Long Term Disability	-	
5143	Uniform Allowance	39,000.00	*
		<u>261,443.80</u>	

<p><b>FIVE CITIES FIRE AUTHORITY</b></p> <p><b>DEPARTMENTAL LABOR DISTRIBUTION</b></p> <p><b>PAY PERIOD</b></p> <p><b>07/23/2021 - 08/05/2021</b></p> <p><b>8/13/2021</b></p>
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**BY ACCOUNT**

5101	Salaries Full time	62,594.73
5102	Salaries Part-Time - PPT	-
5103	Salaries Part-Time - TPT	4,437.00
5105	Salaries OverTime	35,861.60
5106	Salaries Strike Team OT	81,207.97
5108	Holiday Pay	3,850.28
5109	Sick Pay	-
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	1,360.32
5114	Comp Pay	8,021.76
5115	Annual Leave Pay	864.69
5121	PERS Retirement	21,126.30
5122	Social Security	14,975.71
5123	PARS Retirement	-
5126	State Disability Ins.	1,652.86
5127	Deferred Compensation	125.00
5131	Health Insurance	17,247.74
5132	Dental Insurance	968.16
5133	Vision Insurance	267.04
5134	Life Insurance	121.52
5135	Long Term Disability	154.34
5143	Uniform Allowance	519.30
		<u>255,356.32</u>



<p><b>FIVE CITIES FIRE AUTHORITY</b></p> <p><b>DEPARTMENTAL LABOR DISTRIBUTION</b></p> <p><b>PAY PERIOD</b></p> <p><b>08/06/2021 - 08/19/2021</b></p> <p><b>8/27/2021</b></p>
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**BY ACCOUNT**

5101	Salaries Full time	61,460.09
5102	Salaries Part-Time - PPT	-
5103	Salaries Part-Time - TPT	2,958.00
5105	Salaries OverTime	39,203.12
5106	Salaries Strike Team OT	64,215.09
5108	Holiday Pay	3,864.38
5109	Sick Pay	1,117.44
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	6,577.66
5114	Comp Pay	7,715.86
5115	Annual Leave Pay	1,714.15
5121	PERS Retirement	20,990.65
5122	Social Security	12,524.46
5123	PARS Retirement	-
5126	State Disability Ins.	1,184.84
5127	Deferred Compensation	125.00
5131	Health Insurance	17,247.74
5132	Dental Insurance	968.16
5133	Vision Insurance	267.04
5134	Life Insurance	121.52
5135	Long Term Disability	154.34
5143	Uniform Allowance	519.30
		<u>242,928.84</u>



## STAFF REPORT

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**TO:** Chair and Board Members                      **MEETING DATE:** September 17, 2021  
**FROM:** Stephen C. Lieberman, Fire Chief  
**SUBJECT:** Station Coverage Constraints Related to Memorandum of Agreement and Temporary Staffing Options

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### RECOMMENDATION

It is recommended the Board receive the staff report and provide direction to the Fire Chief.

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### BACKGROUND

Prior to the formation of the Five Cities Fire Authority (FCFA), all three member communities had initiated the transition from volunteer-based organizations to full-time/career staffing. The Firefighter position remained a part-time/Reserve Firefighter position. FCFA, along with numerous other fire departments in San Luis Obispo County were significantly impacted with recruitment, retention and accountability/scheduling challenges related to this part-time position, including an increased opportunity for full-time career positions and limited compensation with little to no benefits. As an example of the compensation challenge, the top step for a FCFA Reserve Firefighter is \$17.00/hour. In-n-Out Burger in Arroyo Grande currently has a sign on the front door offering this amount as a starting wage with an opportunity to earn \$20.50/hour. These part-time employees have all worked additional jobs which has limited their ability to work at the FCFA. With regards to opportunity for full-time employment, these local agencies are currently recruiting for full-time Firefighter positions:

<u>City</u>	<u># Positions</u>
Paso Robles	3
San Luis Obispo	9
Santa Maria	8-10

The member communities supported a prioritization of the FCFA Strategic Plan and began the transition to full-time Firefighter positions in July 2018. A staff report from November 18, 2017 is attached for reference as this document provided the platform for the prioritization. This transitional process resulted in the recruitment of six career firefighters. The Oceano Community Services District (OCSD) was unable to increase their contribution to support the hiring of the three remaining full-time positions, which led to the effort of Oceano Measure A-20, and the related amendments to a Memorandum of Agreement (MOA) between the three member communities. The current MOA calls for the OCSD to bring a revenue measure back to their

community in 2022, and the MOA also fixed member community financial contributions for fire and emergency services at fiscal year 2019-2020 levels. The failure of Measure A-20, along with the fixed financial contribution rate has placed operational challenges on the organization as operating expenses, a global pandemic, and increasing calls for service have strained the budget.

The FCFA Joint Powers Authority (JPA) agreement does not define specific station/staffing levels as related to operations. The only mention of staffing levels is included within the definition of the funding formula (Original Agreement - Exhibit B 3 / Third Amendment - #3 B).

### **Original JPA Funding Formula**

The original formula included four components including community population (25%), current staffing (25%), service levels (25%), and assessed valuation (25%).

“Twenty-five percent (25%) of costs shall be fixed and shall be based on the following formula:

<b>Community</b>	<b>Stations</b>	<b>Percentage</b>	<b>Staffing</b>	<b>Percentage</b>	<b>Total</b>
<b>Arroyo Grande</b>	1	33%	6	40%	37%
<b>Grover Beach</b>	1	33%	6	40%	37%
<b>Oceano</b>	1	33%	3	20%	27%

The fixed base is assessed according to each Jurisdiction’s proportional share of the Authority’s full membership total of Full Time Equivalent Personnel and fire stations existing as of the effective date of the Joint Powers Agreement as noted above.”

### **Current (3<sup>rd</sup>) Amendment to the JPA Funding Formula**

The third amendment to the JPA agreement (#3 Funding Formula, B) eliminated the assessed valuation component from the original formula. The revised formula is based on population (33%), current staffing levels (33%), and service levels (33%):

“The funding contributions specified in Section 2 were determined using a transitional formula that modified component 3 of the Funding Formula related to fire stations to reflect current staffing levels. The funding contributions specified in Section 2 will be used for Fiscal Years 2020/21 and 2021/22 and possibly Fiscal Year 2022/23 as provided in Section 4B.”

The intent of this transitional formula related to staffing was to eventually “equalize” the allocation percentages as shown above by eliminating the “staffing” component as staffing levels were hoped to be equal among the three member communities at the conclusion of the MOA process.

Based on this transitional formula, the staffing cost allocation in the fiscal year 2021-22 budget is:

Arroyo Grande	\$710,924	37.5%
Grover Beach	\$710,924	37.5%
Oceano	\$473,949	25.0%

### Service Calls

Call volume increased 10% in 2020. Listed below is a summary of calls for service by community. The "Aid" column represents both local and out of county aid provided by FCFA.

<b>Five Cities Fire Authority Incident Data</b>												
<b>Based on Station and Community</b>												
Yr.	FCFA		AG	Change	Total Incidents				Aid		Total Call Volume	
	FCFA	Change			GB	Change	OCE	Change	Aid	Change		
2018	3520		1824		1098		566		164		3684	
2019	3439	-2.3%	1814	-0.5%	1049	-4.5%	543	-4.1%	166	1.2%	3605	
2020	3778	9.9%	1962	8.2%	1075	2.5%	677	24.7%	204	22.9%	3982	
<b>% of Incidents per Community</b>												
Yr.	AG	GB	OCE									
2018	51.8%	31.2%	16.1%									
2019	52.7%	30.5%	15.8%									
2020	51.9%	28.5%	17.9%									

### STATION CLOSURES AND STAFFING

The Reserve Firefighter program is based out of the Oceano fire station (Station 3). With the challenges described above, the lack of available part-time staff has resulted in temporary closures over the past several years. With the latest employee promotion, the station is currently closed two out of three shifts. While FCFA units continue to respond to Oceano, the closure of the station is less than optimal. A fire station is a key landmark within a community. With the advent of vehicle location technology (GPS), the geographical location of a fire station does not necessarily mean that the fire station location will always provide the fastest response of emergency resources. FCFA units are dispatched based where the closest resource to the call for service is located. A station closure could result in increased response times, and of course Oceano (or Arroyo Grande and Grover Beach) residents would prefer that their fire station remain open. FCFA staff has evaluated the current situation, and has identified several options for Board consideration:

**Reinstatement of the Reserve Firefighter Program** – The FCFA could perform a recruitment to fill two part-time positions. The challenges to this program have been clearly identified and acknowledged by current and prior FCFA Boards. Unlike full-time staff (represented positions), part-time employees cannot be mandated or force hired to work a shift. A part-time employee who failed to report to work would be subject to progressive discipline potentially leading to termination, but this fact does not resolve the fact that a shift could go unfilled. Maintaining a part-time work

force in an emergency response organization does not guarantee a consistent staffing or service level to the communities. As an example, the current part-time employee has scheduled time off for several shifts. If this was a represented position, the employee's shifts would be covered by other's to maintain negotiated minimum staffing levels (mandate/force-hire).

With the recent promotion of a former Reserve Firefighter to a full-time position, the existing Reserve Firefighter Program is down to one employee. The funding for this program is based on three employees which would cover all three shifts. Due to the recruitment and retention challenges of a part-time firefighter position, these two positions have remained vacant. The approximate cost to hire and equip a part-time or full-time employee is over \$12,000. While the FCFA requires candidates to have graduated from a state approved fire academy, successful recruits are also required to complete an in-house training program to learn FCFA-specific operational procedures, along with focused medical training as the FCFA provides "Expanded Scope" emergency medical services. The majority of the cost of this in-house training is related to overtime expenses for off-duty personnel to provide focused and condensed training. As shared with the Board in 2017, maintaining the Reserve program is not recommended.

**Dissolution of Reserve Firefighter Program and Recruitment of One Full-Time/Career Firefighter** – There exists funding to eliminate the part-time program and hire one full-time employee. While less than optimal (shift schedules require three employees) to cover a position 24/7/365, this represented position would always be filled (via force-hire or mandate), providing a more consistent staffing and service level.

The Fire Chief has met with the FCFA Treasurer and reviewed the existing Reserve Firefighter program budget. The annual \$147,500 could also offset the cost of a single full-time firefighter, while allowing funding for a part-time communications officer.

**"Down-Staffing" another Fire Station** – The Arroyo Grande and Grover Beach fire stations are staffed by three personnel, while the Oceano station is typically staffed with two. This is related to the formation of the FCFA and Oceano providing less full-time positions than the other member agencies. The Arroyo Grande or Grover Beach station staffing could be reduced to two personnel, allowing the Oceano station to be open with two personnel. This would create an increased safety issue for crews, and a further decrease in the level of service provided the communities (reference 2017 staff report). Additionally, the second amendment to the JPA dated June 7, 2010 states, "...Continued transition to Career Firefighter position with hiring of three (3) full-time positions to be assigned to the Grover Beach station." Down-staffing the Grover Beach station would conflict with the intent of the second amendment.

**"Up-Staffing" with Off-Duty Personnel** – The Fire Chief could hire full-time personnel who are off-duty to prevent a station closure. This option would require the expenditure of overtime funds that are not included in the budget. Listed below are some rough cost estimates:

Fire Captain at Station	Scheduled	
Overtime Engineer or Firefighter	\$2,000	2x this amount for both positions
Two Shifts/Week	\$4,000	
10 Shifts/Month (20 total)	\$40,000	
Annual Estimated Cost	\$480,000 / \$960,000	

This alternative would impact the ability for full-time employees to use their days off to rest and spend needed time with family. Additionally, the use of overtime employees who do not consistently work together as a crew impacts crew cohesion and coordination.

**Closing a Fire Station and Utilizing a Task Force Response** – If one of the fire stations were to be closed, another station could be staffed with four personnel. This would allow a “Task Force” response model which is used in Pismo Beach and Los Osos. Utilizing this concept, two FCFA apparatus would respond to an emergency call for service. If another emergency call was received (a 3<sup>rd</sup> call for service), and was considered high priority (i.e. cardiac arrest), the task force would split to allow a rapid response to the 3<sup>rd</sup> call, with the remaining task force members joining them as soon as they were available. While not optimal, this is an operational strategy that could be used during station closures. FCFA is currently using this model as a pilot study on days when the Oceano station is closed.

**Rotating Station Closures** – The need to close a station due to inadequate staffing could be rotated among the three member communities. While possible, there are logistical challenges to a “rotating brown-out” including:

- **Dispatch of Resources** – there could be disruption in the efficient dispatch of call with a constant change in equipment assignment/location.
- **Crew Quarters** – assuming the implementation of a task force response, the Oceano station modular could not accommodate four crew members and the Grover Beach station would require some minor remodeling work.
- **Location of Ladder Truck** – Due to the vehicle’s length, the ladder truck cannot be parked inside the Grover Beach or Oceano fire stations. The exterior equipment cabinets of fire engines do not lock, creating a security concern.

## **CONCLUSION**

There exists no “obvious” solution to the staffing shortfalls and station impacts given the constraints of the Memorandum of Agreement and competitive job market. Staff would recommend continuing a task-force response structure and the recruitment of one full-time Firefighter. This will guarantee the partial staffing of the Oceano station (48 hours/2 days per week), and a flexible response pattern to continue to care for the member communities. This recommendation will allow the organization to stay within budgeted funding levels.

## **FISCAL IMPACT**

Potential costs associated with on-boarding new employees or hiring off-duty staff:

- On-Board Costs \$12,000+ per employee (estimated)
- Internal Academy \$60,000
- Up-Staffing with Overtime Staff \$480,000 - \$960,000 (2 or 3 person staffing)

## **ALTERNATIVES**

The following alternatives are provided for the Board's consideration:

1. Direct the Fire Chief to create a full-time Firefighter position, eliminate the part-time shift-based program, and support a task-force response model.
2. Direct the Fire Chief to implement a different alternative.
3. Provide other direction to staff.

## **ATTACHMENT:**

Staff Report "Reserve Firefighter Program" November 18, 2017



## **STAFF REPORT**

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**TO: Chair and Board Members                      MEETING DATE: November 18, 2017**

**FROM: Stephen C. Lieberman, Fire Chief**

**SUBJECT: Reserve Firefighter Program**

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### **RECOMMENDATION**

Provide direction to the Fire Chief to implement a plan for a phased transition of the Reserve Firefighter program from part time to full time employees, along with a plan for temporary fire station closures.

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### **BACKGROUND**

The Board recently adopted a Strategic Plan which identified critical staffing needs for the next five year period (summary documents attached). What the plan did not include was a phasing component. This staff report has a focus on one of the job classifications, namely the transition to a full-time Firefighter position.

Long before the creation of the Five Cities Fire Authority in 2010, each of the member communities had volunteer-based fire departments. Due to a number of factors including the availability of volunteer community members to respond to 9-1-1 calls, increasing State and Federal safety and training requirements, increasing call volume, an aging population and increased development, the member communities began a transition to full-time staffing in the 1990's. The last vestige of the volunteer fire service within the Five Cities Fire Authority is the Reserve Firefighter (part time) program.

Reserve firefighters are stationed on a daily basis at the three fire stations, and are often the Driver/Operator at the Oceano Station #3 due to two-person staffing. Recruitment and retention challenges continue to plague this program, with a consistent decline in the employee base. The current roster of available reserve firefighters is currently seven employees. The shortage of trained employees is having an adverse impact on safety, staffing levels and the operating budget.

The Fire Chief and staff have attempted to sustain the program by:

- Increasing the hourly wage
- Visiting the local fire academy for recruiting visits
- Sending letters to other fire academies throughout California
- Transitioning to a "continuous" recruitment model

Other communities in San Luis Obispo County are also dealing with this challenge. The City of Atascadero has hired full time firefighters, Paso Robles has approved additions to staffing based on increasing call volume and development, and the City of Pismo Beach has made contractual modifications with CAL FIRE to maintain appropriate staffing levels at the firefighter rank.



Due to this ongoing challenge in providing appropriate staffing levels, two organizational threats have been identified; safety and funding.

### **Safety**

The more significant threat is safety. As the Board is aware, this organization is experiencing significant year over year increases in call volume (2017 year to date is currently 4.1% higher than 2016). Lacking the appropriate staffing levels, the communities are at risk of receiving an inconsistent level of service. General Counsel will address this issue in a separate correspondence to the Board.

As the Fire Chief has shared with the Board in the past, clinical changes in Emergency Medical Services (EMS) response to cardiac arrest has had an impact on staffing levels. Recent clinical research has shown that rapid chest compressions performed for up to 20 minutes at the scene of the patient's collapse have a profound effect on patient outcome. To perform what is referred to as "High Performance" or "Pit Crew" CPR, the engine company should have three personnel to integrate with the ambulance crew. Currently, there are only two employees stationed at Station 3 (Oceano). This station responds in not only Oceano but into areas of Arroyo Grande and Grover Beach. When Engine 3 is committed to a CPR call, they will request a second FCFA engine company to assist them with the chest compressions. This reduces the availability of available resources and moves a second engine company out of their geographic response area.

The recent fire on Traffic Way in Arroyo Grande was another example of the situation this organization is in. Initial dispatch reports stated that a vegetation fire had spread to a residential home. FCFA resources responded with all available resources, a total of 9 personnel (one of which was transported to the hospital by ambulance for possible dehydration). CAL FIRE resources also responded per the existing automatic aid agreement; but they responded from outside of the service area. As illustrated by the May 11, 2017 commercial structure fire in Arroyo Grande, there is no guarantee that additional resources will be able to respond to assist the FCFA. On May 11<sup>th</sup>, CAL FIRE was committed to another commercial fire in Los Osos and resources were slow to respond FCFA on that date.

NFPA 1710 provides the following guideline for a response to a residential structure fire:

<u>Activity Performed By Firefighters</u>	<u>Firefighters Required</u>
Initial Size-Up (1 <sup>st</sup> Captain on-scene)	1
Interior attack hose line (2in)	2
Exterior rescue hose line (2out)	2
Pump operator	1
Incident commander	1
Rescue or back up hose line needed	2
Exposure protection/Safety officer	1
Second pump operator	1
Vertical ventilation	2
Horizontal ventilation	2
Aerial Apparatus Operator	1
Minimum attack personnel for offensive strategies	15

The Fire Authority has an approved daily staffing number of 9 (including a Battalion Chief) available for emergency response.

## **Funding**

Funding for the program is based on a standard formula:

365 days/year x 24 hours	8,760 hours
8,760 hours x 3 fire stations	26,280 hours
26,280 hours x \$14/hour	\$367,920

This formula does not account for unfilled shifts filled by Reserve Firefighter overtime rates (1.5x). Related to filling open shifts, full-time Fire Captains and Engineers will work these open shifts when needed at an overtime rate (1.5x) which impacts the full-time employee overtime budget. Given the current staffing level of 7, the employees are working more overtime shifts.

Reserve Firefighter – Standard 24-hour shift	\$346
Reserve Firefighter – Overtime 24-hour shift	\$519
Fire Engineer - Overtime 24-hour shift	\$1,005
Fire Captain - Overtime 24-hour shift	\$1,194

### Reserve Firefighter Budget

Staff has made some preliminary calculations related to the available funding for the remainder of the fiscal year (8 months), utilizing hybrids of the needed shifts being filled by employees at the compensation levels identified above. In the best case scenario (Firefighters working a standard shift), funding remains for less than 7.5 months. In a more extreme case, funding would be exhausted in less than 5 months.

### Career Captain/Engineer Overtime

Overtime to fill a Firefighter position was not included in the budget planning process for the full time employees. Adequate funding does not exist in the Overtime budget that would allow career personnel to fill the firefighter position.

Given all of the factors identified in the opening section of this report, the organization can no longer support a part-time employee program (which is required to perform a skilled and vital role), and the initial transition to full-time employees must be considered.

Given both available funding and staffing, the Fire Chief is recommending the Board consider moving forward with the initial recruitment of three full-time firefighters, and a planned transition to 9 FTE firefighters over the next two fiscal years. Initially, an attempt to preserve the Reserve Firefighter program at the current level along with the appointment of three FTE Firefighters would be attempted.

Several scenarios are presented below for Board consideration:

**Current Deployment Strategy**

	Station 1	Station 2	Station 3
	AG	GB	OCE
Captain	1	1	1
Engineer	1	1	
Firefighter (PT Reserve)	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>2</b>

**5-Year Strategic Plan**

	Station 1	Station 2	Station 3
	AG	GB	OCE
Captain	1	1	1
Engineer	1	1	1
Firefighter (FTE)	2	1	1
<b>Total</b>	<b>4</b>	<b>3</b>	<b>3</b>

**FTE Transition Scenario - Maintain 6 PT / Hire 3 FTE (2018/2019)**

	Station 1	Station 2	Station 3
	AG	GB	OCE
Captain	1	1	1
Engineer	1	1	
Firefighter (3 FTE/6 PT Reserve)	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>2</b>

**FTE Transition Scenario - Hire Additional 6 FTE (2019/2020)**

	Station 1	Station 2	Station 3
	AG	GB	OCE
Captain	1	1	1
Engineer	1	1	
Firefighter (FTE)	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>2</b>

The Board should also consider the temporary closure (Brown Out) of a fire station should staffing levels reach unsafe levels. Maintaining a two-person crew at a fire station is inadequate. The Board could consider the temporary closure of a specific fire station or a rotational model which would have each of the three stations temporarily closed.

Should the Board support the concept of a temporary station closure, the remaining two fire stations will have three-person crews. The downside to this option is increased response times to areas served by the closed fire station, and less personnel serving the communities.

**Station Closure Scenario #1 - Current Staffing**

	Station 1	Station 2	Station 3
	AG	GB	OCE
Captain	1	2	
Engineer	1	1	
Firefighter (PT Reserve)	1		
<b>Total</b>	<b>3</b>	<b>3</b>	<b>0</b>

**Station Closure Scenario #2 - Transition to 3 FTE (2018/2019)**

	Station 1	Station 2	Station 3
	AG	GB	OCE
Captain	2	1	
Engineer	1	1	
Firefighter (3 FTE/6 PT Reserve)	1	1	
<b>Total</b>	<b>4</b>	<b>3</b>	<b>0</b>
<b>Allows for Squad Staffing</b>			

**Station Closure Scenario #2 - Transition to 9 FTE (2018/2019)**

	Station 1	Station 2	Station 3
	AG	GB	OCE
Captain	2	2	
Engineer	1	1	
Firefighter (FTE)	2	1	
<b>Total</b>	<b>5</b>	<b>4</b>	<b>0</b>
<b>Allows for Squad Staffing</b>			

\* Firefighter position based on addition of three positions and use of available Captain position to fill Engineer/Firefighter position at second fire station.

**FISCAL IMPACT**

The current budget for the Reserve Firefighter program will likely be expended before the end of the current fiscal year. Overtime for career Fire Captains and Engineers will also likely be overspent due in part to filling open Reserve Firefighter shifts.

Based on planning estimates, the cost of a full-time firefighter is \$100,000 annually. Three employees are required to perform the duties of one firefighter position (shift scheduling). The total estimated cost is \$300,000.00 annually. Assuming the Board was to support the following transition strategy, additional investment would be estimated at the following level:

FY 2018/2019	Hire 3 Full Time Firefighters	\$300,000
FY 2019/2020	Fire 6 Full Time Firefighters	\$600,000

Once phased out, the Reserve Firefighter budget of approximately \$368,000 would provide a partial offset.

## **ALTERNATIVES**

The following alternatives are provided for the Board's consideration:

1. Direct the Fire Chief to sustain the Reserve Firefighter program, supplementing open shifts with career Fire Captains and Engineers as needed. Additionally, direct the Fire Chief to order temporary fire station closures when staffing requirements cannot be met.
2. Direct the Fire Chief to plan for a transition to full time Firefighter staffing in the next planned budget process, along with planning for temporary fire station closures as needed.
3. Direct the Fire Chief to immediately proceed with a transition replacing the Reserve Firefighter program with three full-time Firefighter positions and beginning a recruitment (This would also entail working with Local 4403 in amending the existing MOU), and to move forward with an implementation plan to implement temporary fire station closures.
4. Provide other direction.

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Staff Report:  
(Date)

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## **ATTACHMENTS**

Five Cities Fire Authority Strategic Plan – Proposed Organization Chart (Schedule B)  
Five Cities Fire Authority Strategic Plan – Staffing Summary (Schedule G)

## **PREPARED BY**