



February 20, 2025

TO: Emergency Services Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 02/20/2025 Emergency Services Advisory Committee Meeting**
Approve Prior Meeting Minutes

President
Christine M. Womack

Vice President
Matthew D. Fourcroy

Directors
Charles L. Cesena
Tom Cross
Richard Hubbard

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 November 21, 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 November 21, 2024.

Attachment
11/21/24 Emergency Services Advisory Committee Minutes

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

Offices:
2122 9th Street, Suite 110
Los Osos, CA 93402

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

www.losososcsd.org

Los Osos Community Services District
DRAFT Minutes of the Emergency Services Advisory Committee
Thursday, November 21, 2024, at 5:30 p.m.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order Flag Salute Roll Call	<p>Chairperson Gatchell called the meeting to order at 5:30 p.m.</p> <p>Roll Call: Craig Baltimore, Committee Member – Absent Bob Neumann, Committee Member – Present Gary Orback, Committee Member – Present Thomas Tengdin, Committee Member – Absent Vice Chairperson Marchall Ochylski– Arrived 5:47 Chairperson Troy Gatchell – Present</p> <p>Staff: Ron Munds, General Manager Paul Provence, Battalion Chief</p>	
2. Approve ESAC Minutes of August 15, 2024	<p>Chairperson Gatchell presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Orback made a motion to approve the minutes of August 15, 2024. The motion was seconded by Committee Member Baltimore and passed with unanimous consent.</p>	Action – Filed Approved Minutes
3. Review of Fund 301 Financial Reports for the Period Ending September 30, 2024	<p>General Manager Munds presented the Financial Report For July 1, 2024-September 30,2024 including discussing possible mid-year adjustments.</p> <p>Public Comment - Richard Margetson inquired about what the financial audit shows as a surplus for Fire.</p>	Action – None
4. County Fire Overpayment Audit Results	<p>General Manager Munds presented a background and the outcome of the overpayment audit results. Commented on needing to go into negotiations for a new contract.</p> <p>The Committee discussed and thanked General Manager Munds for his work.</p> <p>Public Comment - None</p>	Action – None
5. Review Draft Emergency Services Strategic Plan Sections 1 – 3	<p>General Manager Munds presented a review on the Emergency Services Strategic Plan which included the Purpose and Background, Station 15 History & Assessment, and Emergency Services Deployment Assessment.</p> <p>Chief Provence discussed the Reserve program and the difficulty recruiting new Reserve Fire Fighters and the difficulty maintaining staff since 2023. Commented to maintain service District will have to look into 4 permanent personnel at the station.</p> <p>Committee discussed the strategic plan, CERT Program, how the industry has changed dramatically, fire academy, 72-hour work week to change to a 66-hour work week, Emergency Response Plan, San Luis Ambulance response time, increasing costs, EMD Program, Shelter Welfare site, and emergency generation at the Community Center.</p> <p>Public Comment – Richard Margetson commented on the fire tax and staffing history, level of service in Los Osos, voiced support for 4-0 staffing; commented on People Helping People assisting with cost for emergency generation at the Community Center.</p> <p>Deborah Howe commented on creating an Emergency Operation Center in Los Osos and how LOCAC can help get this in Los Osos.</p> <p>Gary Katayama inquired about the next steps to get emergency generation at the Community Center.</p>	Action – None

AGENDA ITEM	DISCUSSION	FOLLOW-UP
5. Review Draft Emergency Services Strategic Plan Sections 1 – 3 (continued)	Munds responded that the Community Center is a non-profit community organization, District has researched grant opportunities, cost for power hookup and generation, and will continue to work with LOCAC and People Helping People to get emergency generation moving forward.	
6. Fire Department Update	<p>Chief Provence reported on response areas, standard of coverage, report from calls over last month, reserve fire fighter training, structure fire training, working with Fish and Wildlife about fuel reduction on properties, working with Monarch Grove on fuel reduction, starting discussions about mosaic burning, recommended the Community check smoke detectors and emergency supplies and have an evacuation plan prepared.</p> <p>The Committee discussed the report.</p> <p>Public Comment – Richard Margetson commented on amount received for incidents in Service Area 9i being less than the cost, and if that can be addressed.</p>	Action – None
7. Public Comments on Items NOT on this Agenda	Public Comment – None	
8. Schedule Next ESAC Meeting	The next Emergency Services Advisory Committee meeting is scheduled for Thursday, February 20, 2025, at 5:30 p.m. unless otherwise noted.	
9. Closing Comments by ESAC Committee Members	Chairperson Gatchell thanks Chief Provence for all his work and commented that it will be his and Director Ochylski's last ESAC meeting.	
10. Adjournment	The meeting adjourned at 6:47 p.m.	