



May 18, 2023

**TO:** Emergency Services Advisory Committee  
**FROM:** Laura Durban, Administrative Services Manager  
**SUBJECT:** **Agenda Item 2 – 05/18/2023 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 February 16, 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 February 16, 2023.***

Attachment  
02/16/23 Emergency Services Advisory Committee 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.losososcsd.org](http://www.losososcsd.org)

**Los Osos Community Services District**  
**DRAFT - Minutes of the Emergency Services Advisory Committee**  
**Thursday, February 16, 2023 at 5:30 p.m.**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order Roll Call</b>	<p>Chairperson Ochylski called the meeting to order at 5:37 p.m.</p> <p>Roll Call:            Craig Baltimore, Committee Member – Absent            Stephanie Dininni, Committee Member – Absent            Bob Neumann, Committee Member – Present            Gary Orback, Committee Member – Absent            Warren Sargent, Committee Member – Present            Vice Chairperson Gatchell– Absent            Chairperson Marshall Ochylski – Present</p> <p>Staff:            Ron Munds, General Manager            Laura Durban, Administrative Services Manager            Paul Provence, Battalion Chief            Carol Gilmer, Administrative Clerk II</p>	
<b>2. Brown Act Training</b>	<p>Chairperson Ochylski presented the Brown Act Presentation</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>3. Approve ESAC Minutes November 17, 2022</b>	<p>Administrative Services Manager Durban presented the minutes for approval.</p> <p>Public Comment – None</p> <p><b>Committee Member Neumann made a motion to approve the minutes of November 17, 2022. The motion was seconded by Committee Member Sargent and passed by unanimous consent.</b></p>	<b>Action – File Approved Minutes</b>
<b>4. Fire Department Update/Station 15 Building Condition Assessment Update</b>	<p>Battalion Chief Provence reported that in January 2023, Station 15 responded to 134 incidents along with the Vista de Oro incident, worked with other agencies during the storm response, met with consultants regarding the fire station building assessment, participated in Multi-Company Training, attended the Mar Grove School Winter Carnival, and acquired a new pick-up truck.</p> <p>Chairperson Ochylski thanked Station 15 for their help with the Vista de Oro incident.</p> <p>Battalion Chief Provence commented on how impressed he is with the community response.</p> <p>Committee Member Neumann inquired about the county's fire coverage lines.</p> <p>Battalion Chief Provence discussed the coverage lines between the County firefighting entities.</p> <p>General Manager Munds discussed the objectives, preliminary assessments, and next steps for the fire station building condition assessment.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>5. Fund 301 FY 2022-23 Mid-Year Budget Review</b>	<p>General Manager Munds presented the 2022-23 Mid-Year Budget Review for Fund 301.</p> <p>Public Comment – Richard Margetson inquired about the Reserves budgeted wages and overtime.</p>	<b>Action – None</b>

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**Emergency Services Advisory Committee Meeting Minutes**  
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	<p>General Manager Munds responded that extra hours were available for Reserve Fire Fighters and that the budgeted amount should be sufficient to cover.</p> <p>Administrative Services Manager Durban commented on the Reserves additional hours during the storm event.</p>	
<b>6. Present Board Approved 2023 Work Plan for ESAC</b>	<p>General Manager Munds presented the 2023 ESAC Work Plan.</p> <p>Public Comment - None</p>	<b>Action – None</b>
<b>7. Emergency Sheltering in Los Osos/Vista de Oro Incident Update</b>	<p>General Manager Munds presented updates on the Vista de Oro incident and Emergency Sheltering in Los Osos.</p> <p>Committee Member Neumann inquired if the Emergency Operations Center (EOC) was activated.</p> <p>Battalion Chief Provence responded the EOC was activated.</p> <p>Public Comment – Richard Margetson thanked CalFire and commented that the Community Center Board is considering emergency supplies.</p> <p>Administrative Services Manager Durban commented on the fundraiser at the Community Center on February 26.</p>	<b>Action – None</b>
<b>8. Public Comments NOT on this Agenda</b>	<p>Public Comment – Jose Torres discussed the Los Osos evacuation routes and eucalyptus tree removal in the Multi-jurisdictional Hazard Plan.</p> <p>Battalion Chief Provence commented on the progress of developing evacuation routes and eucalyptus tree removal strategies.</p> <p>Committee Member Neumann commented that the Fire Safe Council can help with hazardous eucalyptus tree removal.</p>	
<b>9. Schedule Next ESAC Meeting</b>	<p>The next Emergency Services Advisory Committee meeting is scheduled for Thursday, May 18, 2023, at 5:30 p.m.</p>	
<b>10. Closing Comments by Committee ESAC Members</b>	<p>Committee Member Neumann thanked CalFire.</p>	
<b>11. Adjournment</b>	<p>The meeting adjourned at 6:54 p.m.</p>	