



**RODEO-HERCULES FIRE PROTECTION DISTRICT**  
1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547  
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REGULAR BOARD MEETING MINUTES  
August 11, 2021

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**1. CALL TO ORDER/ROLL CALL**

Directors Present: Hill, Couzens, Davidson, Bowman  
Directors Absent: Covington

Meeting called to order at 7:02 p.m.

**2. PLEDGE OF ALLEGIANCE (00:03:49)**

**3. ANNOUNCEMENTS (00:04:05)**

Chief Craig announced that Paul Freese resigned from Measure O Oversight Committee. Committee doing outreach to find another member.

Chair Hill will recuse himself during certain agenda items.

Director Davidson nominated Director Bowman to serve as acting Chair. Director Couzens seconded the nomination.

**Roll Call Vote:**

Covington: absent  
Couzens: yes  
Davidson: yes  
Bowman: yes  
Hill: abstain

Motion passed.

**4. CONFIRMATION OF THE AGENDA (00:08:24)**

Oversight Committee meeting monthly, Chief Craig would like to add new Item 15 Measure O Oversight Committee and renumber remaining items.

Motion by Director Davidson to add Measure O to agenda, and renumber remaining items; seconded by Director Bowman

**Roll Call Vote:**

Hill: Yes  
Couzens: Yes  
Davidson: Yes  
Bowman: Yes

Motion passed.

Chief Craig would like to change Item 10 to read “Service Proposal From MRG and Intune”, add 10A: Receive Service Proposal from MRG-Analysis of AP Triton Report and 10B: Receive proposal from Intune for board retreat, strategic plan, and public outreach.

Motion by Bowman to change working to receive service proposal from MRG; and remove proposed 10B; seconded by Director Couzens

**Public Comment**

Tanya Little  
Susan Keeffe  
Heather Gibson  
Debbie

**Roll Call Vote:**

Hill: Yes  
Couzens: Yes  
Davidson: Yes  
Bowman: Yes

Motion passed.

Director Davidson would like to remove Item 9.

Director Davidson moved to eliminate Item 9A from Agenda, seconded by Director Bowman.

**Public Comment**

Susan Keeffe  
William Henderson  
Tanya Little  
Janet Callaghan  
Debbie Long

**Roll Call Vote:**

Hill: Yes  
Couzens: Yes  
Davidson: Yes  
Bowman: Yes

Motion passed.

**5. BOARD CORRESPONDENCE (46:00)**

Chair Hill recused himself from Item 5A.  
Report out from Intune on Town Hall

**6. PUBLIC COMMENT (48:41)**

Susan Keeffe  
Sarah Creeley  
Tanya Little  
Heather Gibson

Sue  
Alex  
Paul Freese  
Margaret Short  
Jan Callaghan  
Social Pulsar

**7. CONSENT CALENDAR (01:08:54)**

Motion by Director Bowman to approve consent calendar; seconded by Director Couzens

**Roll Call Vote:**

Hill: Yes  
Couzens: Yes  
Davidson: Yes  
Bowman: Yes

Motion passed.

**8. ANNUAL REPORT (POSSIBLE ACTION) (1:11:12)**

Chief Craig gave an overview of the 2020 Annual Report.

Motion by Director Bowman to receive and accept the 2020 Annual Report; seconded by Director Couzens

**Public Comment**

Social Pulsar

**Roll Call Vote:**

Hill: Yes  
Couzens: Yes  
Davidson: Yes  
Bowman: Yes

Motion passed.

**9. STRATEGIC PLAN/SERVICE PROPOSAL FROM MRG (POSSIBLE ACTION)**

Chief Craig gave overview on strategic plan

Chair Hill recused himself from this Agenda item.

Mike Oliver gave overview regarding his proposal.

Board comments and questions regarding proposal.

**Public Comment**

Annie Ziff  
Christine Hildebrand  
Social Pulsar  
Susan Keeffe  
Debbie Long

Sarah Creeley  
Tanya Little  
Maureen Brennan  
CJ

Board comments regarding proposal.

Motion by Director Bowman to not accept proposal from MRG, and direct staff to obtain bids for a Strategic plan with assistance from counsel, and to submit an RFP to Management Partners, seconded by Director Couzens.

**Roll Call Vote:**

Couzens: Yes  
Davidson: Yes  
Bowman: Yes  
Hill: Recused

Motion passed.

**11. FIRE CHIEF'S REPORT (2:11:09)**

No written report. Report out on 2 alarm structure fire.

**Public Comment**

Sarah Creeley  
Susan Keeffe  
Paul Freese  
Margaret Short  
Tanya Little  
Debbie Long  
Jan Callaghan

**12. STAFF REPORTS (02:27:57)**

None.

**13. BOARD MEMBER REPORTS (02:28:13)**

LAFCO-nothing to report.

**14. AD HOC BOARD COMMITTEE REPORTS (1:21:40)**

Budget ad hoc-draft received.

Chair Hill recused himself and exited for the remainder of the meeting.

Public Outreach-nothing to report.

**Public Comment:**

Sue Pricco

**15. MEASURE O OVERSIGHT COMMITTEE (02:24:24)**

Annie Ziff thanked Paul Freese for his time on committee; two openings on committee; Measure O a standing item on agenda. Asked the board to postpone any vote on annexation; call for a public vote

**Public Comment**

Paul Freese  
Tanya Little  
Maureen Brennan  
Susan Keeffe

**16. LOCAL 1230 CORRESPONDENCE (02:47:30)**

No report tonight.

**17. REQUEST FOR FUTURE AGENDA ITEMS (2:47:31)**

Director Davidson would like a work review of Intune

- A. Opportunity for the Public to vote on Annexation of Rodeo-Hercules Fire
- B. Review of Taxes and Special Assessments Paid by Contra Costa Residents in Support of Fire Department Services
- C. Review of Rodeo-Hercules Fire District Fees and Funding Opportunities for the Department
- D. Rodeo-Hercules Fire District, East Contra Costa, Contra Costa Public Protection Classification Rating of Fire Suppression and the Cost to Rodeo

Motion by Director Davidson to approve items for future agenda; seconded by Director Couzens. Consensus to add items obtained.

Counsel sought clarification regarding RFP for strategic plan.

**Public Comment**

Paul Freese  
Sue Pricco  
Tanya Little

**18. ADJOURNMENT (03:03:33)**

Meeting adjourned at 10:04 p.m.

Audio from this board meeting can be heard at [www.rhfd.org](http://www.rhfd.org)  
Number in parenthesis is time stamp where agenda item begins.