

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & DEVELOPMENT COMMITTEE
Council Chambers, 305 West Third Street
March 11, 2025
Regular Meeting - 8:30 PM to 10:00 PM

Zoom details to call-in for public comment during a meeting:

1. Dial Phone Number: (888) 475-4499
2. Enter Meeting ID: 865 1747 4493
3. Passcode: 745431

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call-in steps listed above. Once the presiding officer calls for public speakers, press *9 to raise your hand to inform the City Clerk you would like to speak during the public speaking section for that particular item on the agenda, while in the zoom waiting room. Press *6 when asked to unmute. Listen to the instructions provided virtually on the phone while on hold in the zoom waiting room. Please note that there is a slight time delay when viewing the meeting via television.

IN ACCORDANCE WITH ASSEMBLY BILL 2449, MEMBERS OF THE LEGISLATIVE BODY MAY MEET IN-PERSON OR REMOTELY. TO PARTICIPATE REMOTELY VISIT WWW.OXNARD.ORG.

To find out how you may provide public comment, please refer to the instructions below or at [www.https://www.oxnard.org/city-meetings/](https://www.oxnard.org/city-meetings/).

The public may view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at Youtube.com/oxnardnews. Video recordings of the meeting are typically available online following the meeting at the City's website at www.oxnard.org/city-meetings.

*Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE: Submit a speaker card to the City Clerk.
2. EMAIL COMMENTS OR SIGN UP TO SPEAK REMOTELY BEFORE THE MEETING
 - a. Submit a request to speak remotely by 3 p.m. on the day of the meeting by using the form available at www.oxnard.org/citymeetings.
 - b. Submit an email to cityclerk@oxnard.org by 3 p.m. on the day of the meeting (indicate the agenda item number in the subject line). All email correspondence will be forwarded to the legislative body prior to the start of the meeting and made part of the legislative record.
 - c. Contact the City Clerk's Office at (805) 385-7803 to submit your request.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
 - a. Follow Zoom details listed above.

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

Agenda Item Time Estimates include: (Minutes for Presentation + Council Discussion + Public Comment)

- b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public may register or otherwise be recognized for the purpose of providing public comment.

Please review the Zoom instructions on the registration page to help ensure there are no technical difficulties during your comments and help you understand public comment procedures using Zoom. Detailed participation instructions can be found at www.oxnard.org/city-meetings.

In the event of a disruption which prevents a legislative body of the City of Oxnard from broadcasting a meeting using a call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering public comment using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on a meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. However, if any of the broadcast options are disrupted, but any of the other broadcast options is still available to the public, the legislative body may take further action on items appearing on a meeting agenda without waiting for the disrupted broadcast option(s) to be restored.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. Speaker requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. After 30 minutes, if all speakers have not had the opportunity to speak, the remaining speakers will be given an opportunity to speak prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the February 25, 2025 regular meeting as presented.

Contact: Luly Lopez, (805) 385-7805

D. REPORTS

1. Fire Department

SUBJECT: Resolution Acknowledging Receipt of the Fire Chief's Report on State-Mandated Fire Inspections. (10 minutes)

RECOMMENDATION: The Community Services, Public Safety, Housing & Development Committee recommends that the City Council adopt a resolution acknowledging receipt of the report prepared by the Oxnard Fire Department's Fire Chief regarding State-mandated inspections of specified occupancies, as required by Sections 13146.2 and 13146.3 of the California Health and Safety Code.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/VSUet5Hut-g>

Contact: Alexander Hamilton, (805) 385-7700

2. Fire Department

SUBJECT: Agreement Regarding Field Training for Paramedic Students. (10 minutes)

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development

Committee recommends that the City Council authorize the City Manager to execute a Paramedic/Emergency Medical Technician (EMT) student education agreement (field internship) with the California Firefighter Joint Apprenticeship Committee (Cal-JAC) for a term ending December 31, 2027.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/VSUet5Hut-g>

Contact: Alexander Hamilton, (805) 385-7700

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT



**COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING &
DEVELOPMENT COMMITTEE AGENDA REPORT**

**CONSENT AGENDA
AGENDA ITEM NO. C.1**

DATE: March 11, 2025

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Luly Lopez, City Clerk, (805) 385-7805, luly.lopez@oxnard.org

SUBJECT: Approval of Minutes.

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the February 25, 2025 regular meeting as presented.

BACKGROUND

Approval of minutes.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Luly Lopez, City Clerk

ATTACHMENTS

1. Minutes of the Community Services, Public Safety, Housing and Development Meeting for February 25, 2025

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & DEVELOPMENT COMMITTEE
February 25, 2025

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 8:49 p.m., Chair Luis Mc Arthur called to order the regular meeting of the Oxnard City Council Community Services, Public Safety, Housing & Development Committee in the City Hall Council Chambers at 305 West Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Chair Luis Mc Arthur, Member Michaela Perez, and Member Bert E. Perello were present.

Member Perello led the pledge of allegiance.

Staff members present were Ashley Golden, Assistant City Manager; Kenneth Rozell, Chief Assistant City Attorney; Brenda Lopez, Interim Housing Director; and Lourdes A. López, City Clerk.

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development approve the minutes of the February 11, 2025 regular meeting as presented.

It was moved by Member Perello, seconded by Chair Mc Arthur, to approve the recommended action as presented. VOTE: Perello, Mc Arthur, and Perez, voted in favor; the motion passed 3-0.

D. REPORTS

1. Housing Department

SUBJECT: 5-Year Public Housing Agency (PHA) Plan, Annual PHA Plan and Capital Fund Program Five-Year Action Plan for Low Rent Public Housing. (10 minutes)

RECOMMENDATION: That the Community Services, Public Safety, Housing & Economic Development Committee recommend that the Board of Commissioners:

1. Hold a public hearing to receive comments concerning the 5-Year Public Housing Agency (PHA) Plan, the 2025 Annual PHA Plan, the Capital Fund Five-Year Action Plan and the 2025 Capital Fund Budget; and

2. Adopt a resolution:

- a. Approving the 5-Year Public Housing Agency (PHA) Plan and the 2025 Annual PHA Plan for the Housing Authority of the City of Oxnard;
- b. Authorizing and directing the Chair to execute the Department of Housing and Urban Development Public Housing Agency Certification Compliance Form certifying the Housing Authority's compliance with federal policies and procedures;
- c. Authorizing the Housing Director to execute and submit all reports, documents and all other certifications required to comply with policies and procedures of the Department of Housing and Urban Development regarding the 5-Year PHA Plan and the 2025 Annual PHA Plan;
- d. Approving the Capital Fund Five-Year Action Plan and the 2025 Capital Fund Budget; and
- e. Authorizing the Housing Director to accept and expend the funds as indicated in the Capital Fund Five-Year Action Plan and the 2025 Capital Fund Budget.

Brenda Lopez, Interim Housing Director presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

It was moved by Chair Mc Arthur, seconded by Member Perello, to approve the recommended action as presented. VOTE: Mc Arthur, Perello, and Perez, voted in favor; the motion passed 3-0.

E. ITEMS FOR FUTURE AGENDAS

No requests were made.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Mc Arthur adjourned the meeting at 9:14 p.m.

LOURDES A. LÓPEZ
City Clerk

LUIS MC ARTHUR
Chair



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.1

DATE: March 11, 2025

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Alexander Hamilton, Fire Chief, (805) 385-7700, alexander.hamilton@oxnard.org

SUBJECT: Resolution Acknowledging Receipt of the Fire Chief's Report on State-Mandated Fire Inspections. (10 minutes)

RECOMMENDATION

The Community Services, Public Safety, Housing & Development Committee recommends that the City Council adopt a resolution acknowledging receipt of the report prepared by the Oxnard Fire Department's Fire Chief regarding State-mandated inspections of specified occupancies, as required by Sections 13146.2 and 13146.3 of the California Health and Safety Code.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/VSUet5Hut-g>

BACKGROUND

California Health and Safety Code Sections 13146.2 and 13146.3 require fire departments to conduct annual fire inspections for specific occupancy types, including public and private schools, hotels, motels, lodging houses, apartment buildings, and residential care facilities. Section 13146.4 further mandates that the administering authority, such as the City Council, formally acknowledge receipt of the compliance report through a resolution.

The importance of these inspections was underscored by the 2016 "Ghost Ship" warehouse fire in Oakland, which resulted in 36 fatalities. This tragedy highlighted gaps in reporting and accountability for fire inspections. Investigations into this tragic incident revealed that although the State required annual inspections for various occupancies, the inspection reports were not required to be reported to any governing body. In response, Senate Bill 1205 (SB 1205), signed into law on September 27, 2018, requires fire departments to submit annual inspection reports for acknowledgment by their governing bodies.

DISCUSSION

The attached resolution and its adoption will serve as a formal document to fulfill the annual fire inspection reporting requirements pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code. According to this law, annual fire and life safety inspections and reporting must be conducted on two groups of occupancies: Educational Group E and Residential Group R. Educational Group E occupancies consist of public and private schools used by more than six persons at one time for educational purposes through the 12th grade. Furthermore, Residential Group R occupancies encompass those containing sleeping units such as hotels, motels, lodging homes, and apartments (three units or more), including residential care facilities.

In accordance with these requirements, the Oxnard Fire Department has completed fire and life safety inspections for the 2024 reporting period. The results are as follows:

- Educational Group E Occupancies:
 - Total inspected: 63 buildings
 - Compliance rate: 100%
- Residential Group R Occupancies:
 - Total inspected: 646 buildings
 - Compliance rate: 38%

The City Council's acknowledgment of this report ensures transparency and compliance with state law. Copies of individual inspection reports are available to the public upon request.

STRATEGIC PRIORITIES

This agenda item supports Public Safety strategy. The purpose of the Public Safety strategy is to restore and modernize the delivery of public safety services to provide for the safety of our neighborhoods and health of our community.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Alexander Hamilton, Fire Chief, Fara Ravan, Administrative Services Support Supervisor

ATTACHMENTS

1. SB 1205 Resolution
2. Presentation

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

A RESOLUTION ACKNOWLEDGING RECEIPT OF THE OXNARD FIRE DEPARTMENT'S INSPECTION REPORT UNDER CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 13146.2 AND 13146.3

WHEREAS, on September 27, 2018, the Governor approved Senate Bill 1205 (hereinafter referred to as the "Bill"), which added Section 13146.4 to the California Health and Safety Code; and

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 require all fire departments, including the Oxnard Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, or certain residential care facility for compliance with building standards; and

WHEREAS, California Health & Safety Code Section 13146.2 requires all fire departments, including the Oxnard Fire Department, that provide fire protection services to report annually to its administering authority on compliance with Sections 13146.2 and 13146.3; and

WHEREAS, the City Council of the City of Oxnard intends by adoption of this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the Oxnard Fire Department's inspection report for the calendar year 2024; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Oxnard expressly acknowledges receipt of the Oxnard Fire Department's compliance report with California Health & Safety Code Sections 13146.2 and 13146.3 within the jurisdiction of the City, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those public and private schools used by more than six persons at any one time for educational purposes through the 12th grade. Within the City are 63 Group E occupancies, buildings, structures, and/or facilities. During the calendar year 2024, the Oxnard Fire Department completed the annual inspection of all 63 Group E occupancies, buildings, structures, and/or facilities, achieving a compliance rate of 100% for this reporting period.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies, for the purposes of this Resolution, are generally those occupancies containing sleeping units and include hotels, motels, apartments (three units or more), etc., as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the City, there are 625 Group R (and their associated sub-categories) occupancies of this nature. During the calendar year of 2024, the Oxnard Fire

Department completed the annual inspections of 238 Group R occupancies, buildings, structures, and/or facilities, achieving a compliance rate of 38% for this reporting period.

SECTION 2. The City Clerk shall certify the adoption of this Resolution.

PASSED AND ADOPTED this ____ day of _____, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Luis A. McArthur
Mayor

ATTEST:

APPROVED AS TO FORM:

Luly A. Lopez
City Clerk

Stephen M. Fischer
City Attorney



2024 Oxnard Fire Department Update to City Council

2024 By the Numbers

2024 INCIDENTS / RESPONSES:



21,719
CALLS FOR SERVICE

INCREASE OF 114 CALLS FROM 2023



763 FIRES

WHICH INCLUDES 125 STRUCTURE FIRES



34,290
UNIT RESPONSES
FOR ALL CALL TYPES

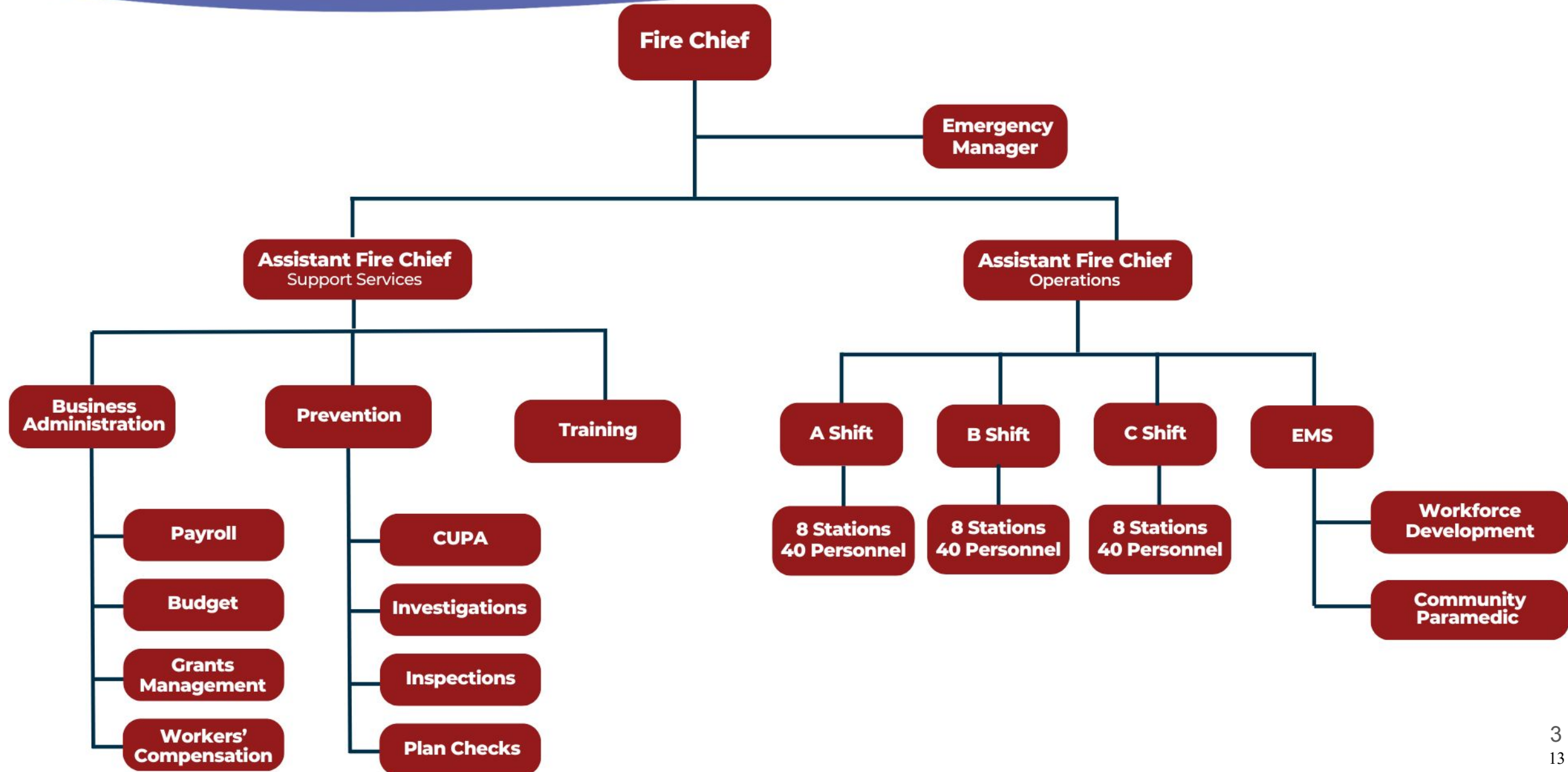
INCREASE OF 1,099 FROM 2023



16,830
MEDICAL INCIDENTS

INCREASE OF 213 FROM 2023

Department Organization



Fire Prevention Roles



**Enforcement of
Fire and Life
Safety Codes**



**Hazardous
Materials
Regulation**



**Construction
Review and
Inspections**



**Arson and Fire
Investigation
Services**



Public Education

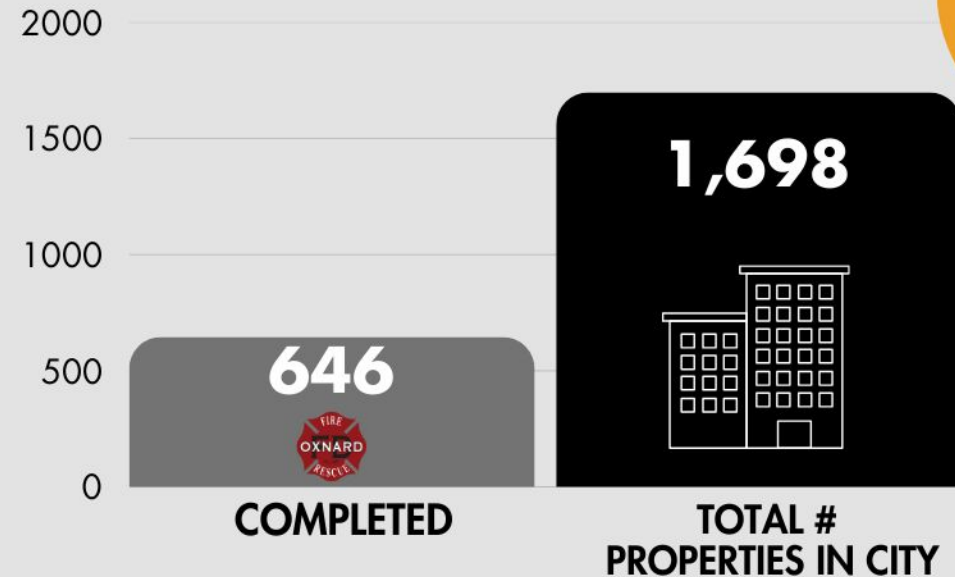
Senate Bill 1205

2024 STATE MANDATED INSPECTIONS

RESIDENTIAL GROUP R

Occupancies encompass those containing sleeping units such as hotels, motels, lodging homes, and apartments (three units or more), including residential care facilities.

R1/R2 INSPECTIONS



38%
COMPLIANCE
RATE IN 2024

Senate Bill 1205

2024 STATE MANDATED INSPECTIONS

EDUCATIONAL GROUP E

Occupancies consist of public and private schools used by more than six persons at one time for educational purposes through the 12th grade

SCHOOLS

70
60
50
40
30
20
10
0

63



COMPLETED

63



TOTAL #
PROPERTIES IN CITY

100%
COMPLIANCE
RATE IN 2024

Fire Prevention - 2024 Highlights



Enforcement of Fire and Life Safety Codes

6,457
**IDENTIFIED
OCCUPANCIES**

in City Building and Business Records



766
INSPECTED IN 2024



3,262
**WITH NO RECORD
OF INSPECTION**

Fire Prevention - 2024 Highlights



Hazardous Materials Regulation (CUPA)



856

BUSINESSES IDENTIFIED

in California Environmental Reporting System

BIENNIAL INSPECTIONS REQUIRED

778

**TOTAL
INSPECTIONS
COMPLETED**



Fire Prevention - 2024 Highlights



Construction Review and Inspections

Conducted

709 ANNUAL FIRE
INSPECTIONS

to meet state requirements Health
and Safety Code Requirements
identified in SB1205



Completed:

758 CONSTRUCTION
PLAN CHECKS



436 CONSTRUCTION
PERMIT INSPECTIONS



Fire Prevention - 2024 Highlights



Arson and Fire Investigation Services

94 FIRES
INVESTIGATED



36
DETERMINED
INCENDIARY



10
ARSON ARRESTS

Community Education



SMOKE DETECTOR INSTALLATION PROGRAM | 2024

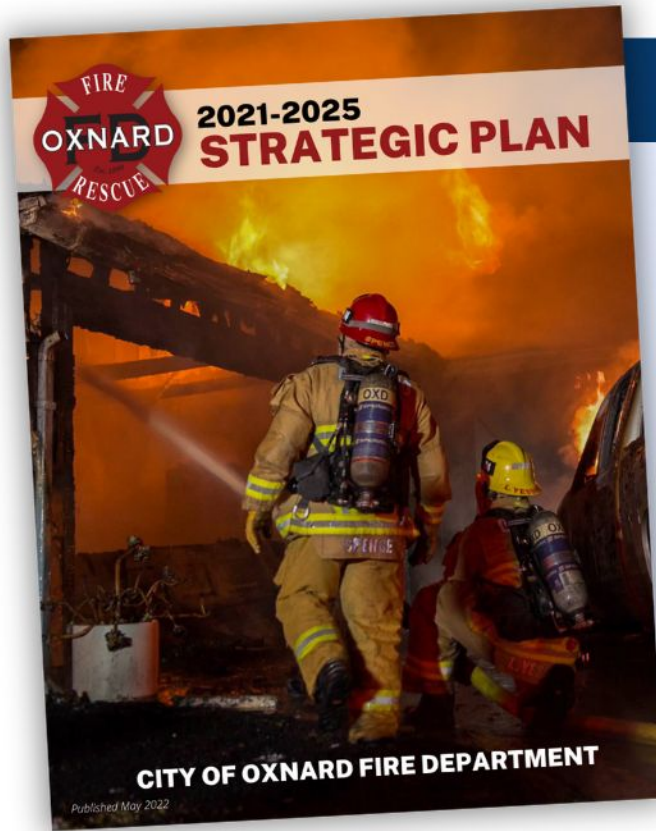


2,584 smoke
detectors installed



2,813 individuals
and **749** homes
made safer

2021 - 2025 Strategic Plan



ALIGNING WITH COUNCIL PRIORITIES

- Maintain 911 response times
- Maintain fire protection services
- Restore and possibly increase paramedic squads
- Create a modern disaster preparedness program to prepare the City for response and recovery from earthquakes, flooding and other disasters

AB 1168



DEC.
2020

Oxnard City Council votes to **leave the Joint Powers Authority (JPA)**

NEWS

VC Star.

Board extends ambulance pacts despite Oxnard's plan to drop out of county system

County has not sought competitive bids for services in 40 years

Kathleen Wilson Ventura County Star

Published 9:25 a.m. PT Mar. 24, 2021 | Updated 12:15 p.m. PT Mar. 24, 2021

MAR.
2021

Ventura County supervisors extended ambulance agreements

The County's contract would not address Oxnard's response issues for potentially another five years



JUL.
2021

Oxnard city leaders move forward with plan to **provide ambulance services starting July 1**

A court will determine the difference in legal opinion between the City and the County



2022

Court ruled that Oxnard could not leave the County system

Started working and building coalition:

- Senator Monique Limón
- Assemblymember Steve Bennett
- California Professional Firefighters (CPF)
- League of California Cities
- California Fire Chiefs Association (CFCA)



2024

Working on getting legislation passed

Sept. 2024
Bill was vetoed

New Challenges



**CALL VOLUME
INCREASES**



**LITHIUM ION
BATTERIES**

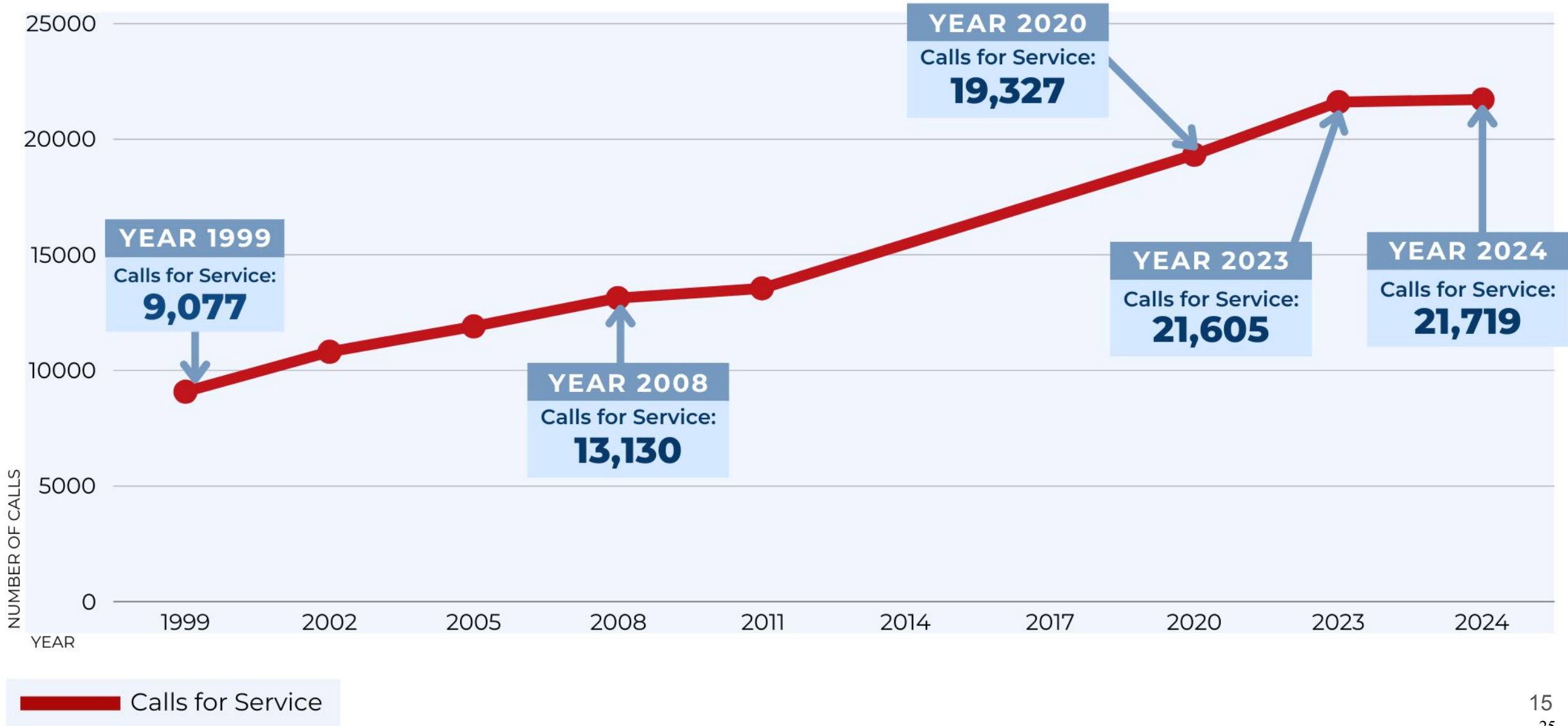


CLIMATE ADAPTION



SUPPLY CHAIN ISSUES

Calls for Service



Looking Ahead Into 2025



Employee Wellness:

- Cancer prevention
- Behavioral health



Workforce Development Opportunities:

- Fostering local talent
- EMS Corps Program



Fire Station Replacement:

Replace 3 fire stations to meet the current and future needs of the community



Engine Replacement: 3 new engines ordered in 2022 just going into service; 3 additional apparatus scheduled to be delivered in FY25/26; further vehicle orders in FY 25/26, likely delivered in FY 29/30



Disaster Preparedness:

- City-wide training
- Further engagement with the community



Smoke Detector Initiatives: Continue partnerships to install smoke detectors for community members in need

Conclusion





Questions?



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.2

DATE: March 11, 2025

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Alexander Hamilton, Fire Chief, (805) 385-7700, alexander.hamilton@oxnard.org

SUBJECT: Agreement Regarding Field Training for Paramedic Students. (10 minutes)

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee recommends that the City Council authorize the City Manager to execute a Paramedic/Emergency Medical Technician (EMT) student education agreement (field internship) with the California Firefighter Joint Apprenticeship Committee (Cal-JAC) for a term ending December 31, 2027.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/VSUet5Hut-g>

BACKGROUND

Under California Code of Regulations Title 22, Section 100154, the Paramedic internship consists of no less than 480 hours by a state-certified Paramedic preceptor. During field internship, students remain under the oversight of the school and under the medical direction of both the school and local EMS agency medical directors as directed by local regulations and state statutes. Title 22, Division 9, Chapter 4, Section 100153 of the California Health and Safety Code defines the regulatory requirements for the internship sites of students attending any California paramedic school. This section stipulates that:

“Approved paramedic training program shall enter into a written agreement with a paramedic service provider(s) to provide for field internship, as well as for a field preceptor(s) to directly supervise, instruct, and evaluate the students. The assignment of a student to a field preceptor shall be a collaborative effort between the training program and the provider agency.”

DISCUSSION

Paramedic training is the gold standard in pre-hospital care for field first responders and ambulance personnel. This training is accomplished through a combination of trade schools, local community colleges and universities, which provide a vital educational opportunity to local residents. One required portion of the paramedic educational experience is the field internship. To support these students, the department seeks to create such an agreement with the California Firefighter Joint Apprenticeship Committee (Cal-JAC). Through this agreement, the Fire Department has the ability and the field training personnel to host and train paramedic students as they complete their final capstone internships.

STRATEGIC PRIORITIES

This agenda item supports Public Safety strategy. The purpose of the Public Safety strategy is to restore and modernize the delivery of public safety services to provide for the safety of our neighborhoods and health of our community.

FINANCIAL IMPACT

Training Officers receive a five percent add pay for shifts where they serve as Field Training Officers. The city will pay approximately \$800 in training officer pay to complete the 480 hours of field instruction for each student. Local agencies are encouraged to support training people in emergency medical response, and this low cost provides the Oxnard Fire Department the opportunity to collaborate and support other agency partners in the training of paramedic students. Funding is available in the Fire Department's FY2024-25 General Fund operating budget and will be included in the recommended budget of each fiscal year through the term of the agreement.

Prepared by: Alexander Hamilton, Fire Chief, Jaime Villa, EMS Coordinator, Fara Ravan, Administrative Services Support Supervisor

ATTACHMENTS

1. Insurance Requirements
2. Field Internship Agreement
3. Presentation

INSURANCE REQUIREMENTS FOR CONSULTANTS (WITH ERRORS AND OMISSIONS REQUIREMENT)

1. Consultant shall obtain and maintain during the performance of any services under this Agreement the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of services hereunder by Consultant, its agents, representatives, employees or subconsultants.

a. Commercial General Liability Insurance, including Contractual Liability, in an amount not less than \$1,000,000 combined single limit for bodily injury and property damage for each claimant for general liability with coverage equivalent to Insurance Services Office Commercial General Liability Coverage (Occurrence Form CG 0001). If a general aggregate limit is used, that limit shall apply separately to the project or shall be twice the occurrence amount;

b. Business automobile liability insurance in an amount not less than \$1,000,000 combined single limit for bodily injury and property damage for each claimant for automobile liability with coverage equivalent to Insurance Services Office automobile liability coverage (Occurrence Form CA0001) covering Code No. 1, "any auto;"

c. Professional liability/errors and omissions insurance appropriate to Consultant's profession to a minimum coverage of \$1,000,000, with neither Consultant nor listed subconsultants having less than \$500,000 individually. The professional liability/errors and omissions insurance must be project specific with at least a one year extended reporting period, or longer upon request.

d. Workers' compensation insurance in compliance with the laws of the State of California, and employer's liability insurance in an amount not less than \$1,000,000 per claimant. Additionally, the workers' compensation policy shall include a waiver of all rights of subrogation which the insurer may have against the City.

2. Consultant shall, prior to performance of any services, file with the Risk Manager certificates of insurance with original endorsements effecting coverage required by this Exhibit INS-A. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be on the attached forms or on other forms approved by the Risk Manager. All certificates and endorsements are to be received and approved by the Risk Manager before commencement of services. City reserves the right to require complete certified copies of all required insurance policies at any time. The certificates of insurance and endorsements shall be sent via email. If you have not received your request or are having difficulty with electronic upload, contact insurance@oxnard.org

3. Consultant agrees that all insurance coverages shall be provided by a California admitted insurance carrier with an A.M. Best rating of A:VII or better and shall be endorsed to state that coverage may not be suspended, voided, canceled, or reduced in coverage or limits without 30 days' prior written notice to the Risk Manager. The Risk Manager shall not approve or accept any endorsement if the endorsement contains "best effort" modifiers or if the insurer is relieved from the responsibility to give such notice.

4. Consultant agrees that the commercial general liability and business automobile liability insurance policies shall be endorsed to name City, its City Council, officers, employees, agents and volunteers as additional insureds as respects: liability arising out of activities performed by or on behalf of Consultant; products and completed operations of Consultant; premises owned, occupied or used by Consultant; or automobiles owned, leased, hired or borrowed by Consultant. The coverage shall contain no special limitations on the scope of protection afforded to City, its City Council, officers, employees, agents and volunteers. **The General Liability Special Endorsement Form and Automobile Liability Special Endorsement Form attached to this Exhibit INS-A or substitute forms containing the same information and acceptable to the Risk Manager shall be used to provide the endorsements (ISO form CG 2010 11/85 or if not available, CG 2010 with an edition date prior to 01/04 and CG 2037).**

5. The coverages provided to City shall be primary and not contributing to or in excess of any existing City insurance or self-insurance coverages (**this must be endorsed**). Additionally, the workers' compensation policy shall include a waiver of all rights of subrogation which the insurer may have against the City. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to City, its City Council, officers, employees and volunteers. The insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

6. The insurer shall declare any deductibles or self-insured retentions to and be approved by the Risk Manager. At the option of the Risk Manager, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects City, its City Council, officers, employees and volunteers, or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

7. All insurance standards applicable to Consultant shall also be applicable to Consultant's subconsultants. Consultant agrees to maintain appropriate agreements with subconsultants and to provide proper evidence of coverage upon receipt of a written request from the Risk Manager.

INSTRUCTION FOR SUBMITTING INSURANCE CERTIFICATES AND ENDORSEMENT FORMS

Certificates of Insurance

The sample accord form on the following page is provided to facilitate your preparation and submission of certificates of insurance. You may use this or any industry form that shows coverage as broad as that shown on the attached sample. **Please note the certificate holder address must be as shown on the attached sample accord form with the contract number and insurance exhibit identification information completed.** Improperly addressed certificates may delay the contract start-up date because the City's practice is to return unidentifiable insurance certificates to the insured for clarification as to the contract number. **Cancellation provisions must be endorsed to the policy. Modifying the certificate does not change coverage or obligate the carrier to provide notice of cancellation.**

Endorsement Forms

Original endorsements are required for commercial general liability and business automobile liability insurance policies and must be attached to the applicable certificate of insurance. City preference is that the Consultant/insurer use the endorsement forms which are attached. Substitute forms will be accepted, however, as long as they include provisions comparable to the sample accord form.

INS-A.doc

ACORD CERTIFICATE OF INSURANCE

ISSUE DATE (MM/DD/YY)

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

CODE SUB-CODE

COMPANIES AFFORDING INSURANCE COVERAGE

INSURED COMPANY LETTER A SPECIFY COMPANY NAMES IN THIS SPACE
COMPANY LETTER B

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY [x] COMMERCIAL GENERAL LIABILITY [] CLAIMS MADE [x] OCCUR. [x] OWNER'S & CONTRACTOR'S PROT.				GENERAL AGGREGATE \$1,000,000 PRODUCTS COMP/OP AGG. \$1,000,000 PERSONAL & ADV. INJURY \$1,000,000 EACH OCCURRENCE \$1,000,000 FIRE DAMAGE (Any one fire) \$ MED. EXPENSE (Any one person) \$
A	AUTOMOBILE LIABILITY [x] ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS GARAGE LIABILITY				COMBINED SINGLE LIMIT \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE \$
A	EXCESS LIABILITY UMBRELLA FORM OTHER THAN UMBRELLA FORM				EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY				STATUTORY LIMITS EACH ACCIDENT \$1,000,000 DISEASE-POLICY LIMIT \$1,000,000 DISEASE-EACH EMPLOYEE \$1,000,000
A	OTHER Errors and omissions insurance or malpractice insurance available for the insured's profession				Minimum coverage \$1,000,000 Each consultant/ & listed sub-consultant \$500,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/RESTRICTIONS/SPECIAL ITEMS

CERTIFICATE HOLDER

CITY OF OXNARD % Evident ID, Inc.
8520 Allison Pointe Blvd. Ste 223
PMB 5210
Indianapolis, Indiana 46250-4299 US

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

[illegible]

AGREEMENT RE: FIELD TRAINING FOR PARAMEDIC STUDENTS

This Agreement is made as of November 1, 2024, by and between Oxnard Fire Department, and California Firefighter Joint Apprenticeship Committee (Cal-JAC).

RECITALS

WHEREAS, Oxnard Fire Department is a provider of emergency medical services within the City of Oxnard; and

WHEREAS, Cal-JAC provides instruction to students desiring to become licensed as paramedics; and

WHEREAS, Cal-JAC's students must serve a minimum 480-hour field internship to complete their course of instruction; and

WHEREAS, Oxnard Fire Department is able to provide field internships for the Cal-JAC's students; and

WHEREAS, California Health and Safety Code Section 1799.100 provides that:

In order to encourage local agencies and other organizations to train people in emergency medical services, no local agency, entity of state or local government, private business or nonprofit organization included on the statewide registry that voluntarily and without exception and receipt of compensation donates services, goods, labor, equipment, resources, or dispensaries or other facilities, in compliance with Section 8588.2 of the Government Code, or other public or private organization which sponsors, authorizes, supports, finances, or supervises the training of people, or certifies those people, excluding physicians and surgeons, registered nurses, and licensed vocational nurses, as defined, in emergency medical services, shall be liable for any civil damages alleged to result from those training programs.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Oxnard Fire Department shall provide no fewer than 480 hours of supervised field experience in its field settings for Cal-JAC's students for instructional purposes. Total number of hours needed to complete will be determined by Preceptor and Cal-JAC. Students are required to begin their field internship within 90 days of completing their hospital clinical training. Students under this program are in attendance with Oxnard Fire Department for educational purposes

and are not permanent or probationary employees of either Cal-JAC or Oxnard Fire Department for any purpose. Additionally, the assignment of a student to a field preceptor shall be limited to duties associated with the students training program. Students are not entitled to compensation for services, employee welfare and pension benefits, or workers' compensation benefits from Oxnard Fire Department.

2. The days and hours of field experience shall be mutually agreed upon by Cal-JAC and Oxnard Fire Department. In each field setting, an Oxnard Fire Department employee shall be a designated Preceptor to supervise all aspects of care performed by students. Each student shall have a minimum of 40 documented ALS patient contacts during the field internship. ALS patient contacts shall be defined as student performance of one or more ALS skills on a patient, except cardiac monitoring and CPR.

3. Preceptors assigned by Oxnard Fire Department must be a paramedic in good standing with the County of Ventura Emergency Medical Services Agency for a minimum of two years. Preceptors will provide hands-on education to students appropriate for adult learning. Preceptor training will be provided by Cal-JAC.

4. Cal-JAC certifies that students placed with Oxnard Fire Department will have successfully completed a minimum of 454 hours of didactic instruction and skills laboratories as they apply to the Paramedic level of instruction, as well as instruction in hazardous materials, infectious disease control (blood borne pathogens), as specified by OSHA for pre-hospital care providers, which include asepsis and aseptic techniques. In addition, the students will have successfully completed a minimum of 160 hours of clinical training at a partner Emergency Department. Cal-JAC shall provide a written policy and procedure for students in the event of field training injury or communicable disease exposure.

5. Cal-JAC certifies that it will have on record for all students placed with Oxnard Fire Department proof of prior immunization for measles, mumps, rubella, polio, Hepatitis B, diphtheria, covid and tuberculosis testing.

6. Students shall be subject to all rules and regulations applicable to Oxnard Fire Department's emergency medical services staff.

7. Cal-JAC at its sole cost and expense, shall insure or self-insure its activities in connection with Insurance Exhibit INS-A

Cal-JAC shall obtain, keep in force and maintain insurance or self-insure as follows:

a. Commercial General Liability Insurance, including Contractual Liability, in an amount not less than \$1,000,000 combined single limit for bodily injury and property damage for each claimant for general liability

with coverage equivalent to Insurance Services Office Commercial General Liability Coverage (Occurrence Form CG 0001). If a general aggregate limit is used, that limit shall apply separately to the project or shall be twice the occurrence amount;

b. Business automobile liability insurance in an amount not less than \$1,000,000 combined single limit for bodily injury and property damage for each claimant for automobile liability with coverage equivalent to Insurance Services Office automobile liability coverage (Occurrence Form CA0001) covering Code No. 1, “any auto;”

c. Professional liability/errors and omissions insurance appropriate to Consultant’s profession to a minimum coverage of \$1,000,000, with neither Consultant nor listed subconsultants having less than \$500,000 individually. The professional liability/errors and omissions insurance must be project specific with at least a one year extended reporting period, or longer upon request.

d. Workers’ compensation insurance in compliance with the laws of the State of California, and employer’s liability insurance in an amount not less than \$1,000,000 per claimant. Additionally, the workers’ compensation policy shall include a waiver of all rights of subrogation which the insurer may have against the City.

Cal-JAC shall provide a certificate of insurance, naming Oxnard Fire Department, its officers, employees, agents, and volunteers as Additional Insured, and requiring notification to Oxnard Fire Department at least thirty days in advance of any material modification or cancellation of coverage.

8. Cal-JAC hereby agrees to indemnify, defend, and hold harmless Oxnard Fire Department, its officers, employees, agents, contractors (other than Cal-JAC itself) and volunteers, and each of them, from and against any and all claims, actions, damages, costs, liability, losses, judgments, penalties and expenses of every type and description, including, but not limited to, any fees and/or cost reasonably incurred by Oxnard Fire Department’s staff attorney or outside attorneys and any fees and expenses incurred in enforcing this provision (collectively “liabilities”), to which any or all of them may be subjected as a direct or indirect result of Oxnard Fire Department’s provision of field experience to students under this agreement, whether or not the liabilities are litigated, settled, or reduced to judgment. Cal-JAC shall, upon Oxnard Fire Department’s request, defend at Cal-JAC’s sole cost any action, claim or suit which asserts or alleges any such liabilities, whether well founded or not and whether or not such action, claim or suit also asserts or alleges negligent or wrongful conduct by Oxnard Fire Department, its officer, employees, agents or volunteers.

9. Transportation to and from Oxnard Fire Department work sites shall be the responsibility of the student.

10. It is agreed and understood that the parties to this agreement are independent contractors.

11. The term of this agreement shall commence on and will expire on December 31, 2027. To terminate this contract with or without cause by either party a 30- day written notice of termination must be provided to the other party at any time.

12. This agreement represents the entire agreement between the parties. Any prior agreements, promises, negotiations or representations, either oral or written, relating to the subject matter of

this agreement not expressly set forth in this agreement, are of no force and effect. This agreement may be modified only by a written amendment signed by both parties.

13. Each party to this agreement, for itself, its subcontractors, assignees and successors in interest, agrees not to unlawfully discriminate because of race, color, national origin, religion, sex, sexual orientation, disability, age, veteran status, medical condition (cancer-related) as defined in Section 12926 of the California Government Code, ancestry, or marital status, or citizenship.

City of Oxnard

Cal-JAC

By _____
Alexander Nguyen
City Manager

By _____
Yvonne de la Peña
Executive Director

California Firefighter Joint Apprenticeship Committee Agreement (Paramedic/Emergency Medical Technician Field Internship)

Alex Hamilton, Fire Chief

The Community Services, Public Safety, Housing & Development Committee recommends that the City Council authorize the City Manager to enter into a Paramedic/Emergency Medical Technician (EMT) student education agreement (field internship) with the California Firefighter Joint Apprenticeship Committee (Cal-JAC) for a term ending December 31, 2027.

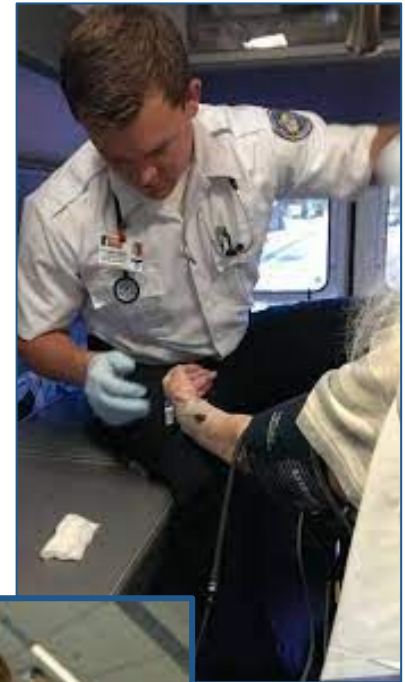
Title 22, Division 9, Chapter 4 sec 100153 of the California Health and Safety Code defines the regulatory requirements for the internship sites of students attending any California paramedic school. This section stipulates that

“Approved paramedic training program shall enter into a written agreement with a paramedic service provider(s) to provide for field internship, as well as for a field preceptor(s) to directly supervise, instruct, and evaluate the students. The assignment of a student to a field preceptor shall be a collaborative effort between the training program and the provider agency.”

To support these local students, the department seeks to create such an agreement with the California Firefighter Joint Apprenticeship Committee (Cal-JAC) for a term ending December 31, 2027.

Paramedic training is the gold standard in pre-hospital care for field first responders and ambulance personnel.

Adequate training sites with the requisite call volumes and 911 experience are difficult to source.



This agreement directly supports local students seeking careers in Public Safety.

Internships also provide recruitment opportunities for local talent.



- Training Officers receive a 5% add pay for shifts where they serve as Field Training Officers. The city will pay approximately \$800 in Training Officer pay to complete the 480 hours of field instruction for each student.
- Local agencies are encouraged to support training people in emergency medical response, and this low cost provides the Oxnard Fire Department the opportunity to collaborate and support other agency partners in the training of paramedic students.
- Funding is available in the Fire Department's FY 2024-25 General Fund operating budget and will be included in the recommended budget of each fiscal year through the term of the agreement





QUESTIONS?