

## **ADMINISTRATION**

**8541**

(No. 56 March 2006)

CDF program responsibility for the six contract counties is provided by the Deputy Director for Fire Protection. Administrative and operational responsibilities are delegated to the CDF region chief of the region in which a contract county is assigned. Each contract county is assigned a CDF unit to provide local administrative and operational assistance. The CDF regions and CDF units that directly support a contract county are as follows:

<b>Contract County</b>	<b>CDF Region</b>	<b>CDF Unit</b>
Marin	North Coast Region I	Sonoma-Lake-Napa
Kern	Central Sierra Region IV	Tulare
Santa Barbara	Southern Region III	San Luis Obispo
Ventura	Southern Region III	San Luis Obispo
Los Angeles	Southern Region III	San Bernardino
Orange	Southern Region III	Riverside

SRA within the contract counties direct protection area is designated by the State Board of Forestry and Fire Protection in accordance with PRC §4125-4128. The type of land so designated within each contract county is the basis for determining the planned fire protection organization required if the state were to provide the protection directly.

## **CONTRACT PREPARATION**

**8541.1**

(No. 56 March 2006)

Sacramento Headquarters will prepare contract packages for each contract county at the appropriate contract renewal intervals (normally a three-year cycle). Contract packages will be forwarded to the CDF region with contract county administrative responsibility for contract county and region approval. Once signed, contract packages will be returned to Sacramento Headquarters for CDF Deputy Director, Chief of Fire Protection approval and then forwarded to the State Department of General Service for state approval.

## **OPERATING PLAN PREPARATION**

**8541.2**

(No. 56 March 2006)

One of the contract requirements is the annual preparation of an operating plan that provides operational and administrative details in support of the contract. Prior to July 1<sup>st</sup>, each contract county will meet with their CDF region and CDF unit to review and update operating plan contents. This plan provides a detailed source reference for contract counties and CDF when making decisions that obligate state funds.

[\(see next section\)](#)

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(see Forms or Forms Samples)