



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting

Wednesday, June 24, 2015, 8:00 a.m.

El Dorado County OES Conference Room, 330 Fair Lane, Placerville, CA 95667

Minutes

1. Call to Order/Roll Call/Introductions - Call to order at 08:00 a.m.

Board Attendees:

- | | |
|---|---|
| <input checked="" type="checkbox"/> El Dorado Hills Fire, <i>Chair</i> Chief Dave Roberts or | <input type="checkbox"/> Alternate Deputy Chief Mike Lilienthal |
| <input checked="" type="checkbox"/> Cameron Park Fire, Div. Chief Mike Webb , CalFire | <input checked="" type="checkbox"/> Alternate Battalion Chief Bob Counts , CalFire |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Rob Combs or | <input type="checkbox"/> Alternate Assistant Chief Bryan Ransdell |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Mike Hardy or | <input checked="" type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input type="checkbox"/> Garden Valley Fire, Chiefs Bill Dekker or | <input checked="" type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating or | <input type="checkbox"/> Alternate Director Anne Walker |
| <input checked="" type="checkbox"/> Georgetown Fire, <i>Vice Chair</i> Chief Greg Schwab | <input checked="" type="checkbox"/> Mosquito Fire, Mike Hazlett |
| <input checked="" type="checkbox"/> Pioneer Fire, Chief Jack Daniels | <input checked="" type="checkbox"/> JPA, Executive Director Marty Hackett |

Other Attendees: Rich Todd, EMSA; Chief Nickie Washington, USFS/ENF; Dave Wood, ECC CALFire -AUE; Jose Henriquez, LAFCO

Pledge of Allegiance: Led by Chief Roberts

Introduction of Guests: None

2. Approval of Agenda

Motion to approve the agenda by Chief Webb seconded by Chief Keating; motion carries unanimously.

3. **Public Comments** - Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.

4. Consent Calendar

4.1 Approval of JPA Regular Board Regular Session Meeting Minutes of April 22, 2015

4.2 Approval of April & May 2015 Bills

Motion to approve Consent Calendar made by Chief Schwab, seconded by Chief Keating; motion carries unanimously.

5. **Correspondence** – None

6. Reports

6.1 Receive/File Statistics for May 2015:

6.1.1 Medical Response Times

6.1.2 Mutual Aid

6.1.3 Move Up & Covers

6.1.4 IFTs

- Executive Director Hackett provided an oral summary of the reports. The calls are running higher than previous years, but staff continues to meet the 90% response times.

- 6.2 Systems Status Management Committee (SSMC) – Report from June 17th Meeting
Chief Schwab provided an oral summary of the items discussed at the SSMC meeting.
- Medical Response Times
 - Fleet
 - 2.5 hour IFT time limit agreed to by the SSMC

7. Old Business

- 7.1 Approval to award bid for the Ambulance Remount RFP01.2015
- Executive Director Hackett provided a handout and an oral overview of the review of the bids received for this RFP
 - Two bids were received, one from Southeastern Specialty Vehicles and one from Arrow
 - JPA has previously purchased a unit from Arrow and were satisfied with the quality
 - Chief Cordero who led the committee recommends Arrow based on quality and pricing
 - Arrow can quickly and adequately rewire the box
 - Recommendation is to award the bid to Arrow

***Motion** by Chief Keating to approve bid award to Arrow, seconded by Chief Schwab; motion carries unanimously.*

- 7.2 Update on draft JPA / County Contract IV Amendment
Chief Roberts provided an oral overview of the contract negotiations between the JPA and the County. The Board members discussed this item in depth. The discussion items included the following:
- The details and terms of what has been included / agreed to between JPA and the County in the draft contract thus far, as well as additional wording that should be added to the contract, and the appropriate time frame for the contract
 - The appropriate amount needed to staff the ambulances
 - Potential fines for non-contractual compliance
 - An appropriate escalator / inflationary rate
 - Concerns regarding potential future increases in OPEB and Cal Pers
 - Meeting financial revenue limitations
 - GEMT money usage / appropriations

The Contract Committee will take the suggestions from this Board meeting into consideration and will bring the final contract back to the Board at a later date for approval.

8. New Business

- 8.1 Review and approve Retiree Health Benefits Reserve Funding Policy Update
Executive Director Hackett provided a handout of the policy, and provided an oral overview of the proposed changes given from the Finance Committee. Proposed changes to the policy include the following:
- Change the wording “member agency” to “the subcontracting fire district.”
 - Change actuarials from 2 years to every 3 years

***Motion** to approve the updates to the policy as indicated by Chief Combs, second by Chief Schwab and motion carries unanimously.*

- 8.2 Review and approve the Urban Search and Rescue Response Agreement
Chief Schwab provided an oral overview of the agreement. The Board members discussed various topics of the agreement. Signatures for this agreement are required.

***Motion** to approve the agreement by Chief Keating, seconded by Chief Hardy; motion carries unanimously.*

8.3 Update on ICD 10 requirements tracking

Executive Director Hackett provided an oral overview of the ICD 10 requirements and impact on PCR documentation.

- ICD 10 training will be required and is expected to be implemented in the beginning of October 2015.

The Board members discussed this item and directed Marty Hackett to determine if the training could be conducted through Target Solutions.

8.4 Review and approve moving Medic unit 48 to Station 49

Chief Combs provided an oral overview for justification of the permanent move.

- There was direction from the Board to change the name of the medic unit from 48 to 49

Motion to approve the permanent move by Chief Hardy, seconded by Chief Keating; motion carries unanimously.

9. Fiscal Items

9.1 Review FY 14/15 Revenue and Expense Statement

Executive Director Marty Hackett provided an oral summary of the revenue and expense statement.

- Marty Hackett reminded the Board to submit all FY 14/15 invoices to the JPA by the required deadline of July 24th in order to allow enough processing time to meet the County's deadline of August 8th.
- The Board gave direction to JPA membership to get 3rd and 4th quarter dispatch billing sent out to the Districts right away.

9.2 Discuss and clarify updates of Expense and Variance Reports Policy

Executive Director Marty Hackett provided a handout and an oral overview of the policy updates.

9.3 Review and define hard cap vs. soft cap budgets

This policy was discussed by the Board members and the following topic was addressed:

- The hard cap concept was voted on and approved at a previous Board meeting. Thereafter, the Diamond Springs Fire Protection District endured a budget overage and was charged by the JPA for the overage. Chief Schwab requested that the overage charge be forgiven as the hard cap vs. soft cap policy is not well defined.
- The Board members discussed the hard cap vs. soft cap policy and agreed to a "soft" cap.

Motion by Chief Hardy to forgive the overage charges billed by the JPA to the Diamond Springs Fire Protection District, seconded by Chief Daniels; motion carries unanimously.

Motion by Chief Keating to remove Section E from the policy and add the word "soft" under Section D, seconded by Chief Combs; motion carries unanimously.

10. Director Items

The Board members and Executive Director Marty Hackett briefly discussed an extension of his employment contract.

Motion by Chief Schwab to revisit closed session item 11.2, seconded by Chief Roberts; motion carries unanimously.

- Chief Nickie Washington with the US Forest Service provided documentation and modifications to the operating agreement. Fire Chiefs signatures were requested.
- Executive Director Marty Hackett provided an overview of the Washington Fire and provided thanks to El Dorado Hills for providing medic assistance for this fire.
- The Board discussed jurisdictional EMT scope
- Chief Schwab would like additional medic coverage for July 4th and July 5th.

11. Closed Session

Adjourned for Closed Session items 11.1 and 11.2 at 9:01 a.m.

Reconvened for the regular session at 9:48 a.m

- 11.1 Conference with Legal Counsel – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2). Title: El Dorado County Emergency Services Authority vs. Forte Holdings Inc.

The matter was discussed with no action taken; direction was given to staff

- 11.2 Pursuant to Government Code Section 54957; Public Employee Performance Evaluation – Contract Renewal: Title: Executive Director.

The matter was discussed with no action taken; Executive Director Marty Hackett's employee contract is extended through July 31, 2015.

Readjourned for Closed Session item 11.2 at 10:28 a.m.

Reconvened for regular session at 10:36 a.m.

12. Adjournment – 10:43 a.m.

Motion to adjourn made by Chief Keating, seconded by Chief Webb; motion carries unanimously.