



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting

Wednesday, August 26, 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 8:02 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 checked="" type="checkbox"/> Alternate Assistant Chief Bryan Ransdell |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Mike Hardy or | <input type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input checked="" 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 type="checkbox"/> Mosquito Fire, Mike Hazlett |
| <input type="checkbox"/> Pioneer Fire, Chief Jack Daniels | <input checked="" type="checkbox"/> JPA, Executive Director Marty Hackett |

Other Attendees: Rich Todd, EMSA; Doug Hus, EDHFSC; Brian Estes; Jose from LAFCO; Gareth Harris, Lake Valley; Dave Wood, Ken Earl

Pledge of Allegiance: Conducted

Introduction of Guests: None

2. Approval of Agenda

Motion to approve the agenda by Chief Keating, seconded by Chief Bement; 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 July 22, 2015
- 4.2 Approval of July 2015 Bills

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

5. Correspondence

Public Records Request letter from the Law Firm of Muro/Lampe - Executive Director Marty Hackett provided an overview of the request. The requested records do not exist at the JPA. Muro/Lampe has been notified that records do not exist at the JPA and that they should direct their request Rich Todd at the EMS Agency.

6. Reports

- 6.1 Receive/File Statistics for July 2015:

Executive Director Hackett provided an oral overview of the statistics for the July response time reports.

- 6.2 Systems Status Management Committee (SSMC) – Report from August 19th Meeting
Chief Ransdell provided an oral summary of the items discussed at the SSMC meeting as follows:
- ICD 10 Training – Paramedics will be required to provide a full description narrative on patient care reporting. This is regardless of electronic or paper format. Classroom training will be required, Target Solutions will not be sufficient. An option of drop down box forms was discussed.

Executive Director Marty Hackett will scan the webinar and email to the JPA Board members.

Direction: JPA Board to review IFT policy regarding 10 minute time limit, before ICD 10 is implemented.

- Policy review
- CSA7 Data density map review – There are population designation issues discovered on the map
- Battery study

7. Old Business

7.1 Update on Draft JPA / County Contract IV Amendment

Executive Director Hackett provided a staff report, a handout of the draft contract, and an oral overview of the draft changes included in the contract amendment. Discussion items included the following:

Marty recommends to the JPA Board to direct the sub-committee to take the current draft to the county for review and negotiation as Phase One, and then move to Phase Two to discuss the financial aspect of the draft contract.

Chief Roberts agreed with Mr. Hackett's suggestion, as the contract amendment is near final draft completion and will soon be ready for county review and feedback. Chief Roberts did receive some last minute input from Chief Schwab which will be discussed in Item 7.2.

Chief Roberts believes there are benefits in combining Service Areas 3 and 7 to operate under one JPA, for economies of scale.

Chief Combs recommended that Legal Council review the draft contract amendment before it gets presented to the County. Mr. Hackett stated that he did get Legal Council involved, and they suggested two items to clarify in the contract: First is to reword and clarify the fines for response times. Second is to clarify the process for making changes to the contract and appeals.

Chief Roberts provided that a Meeting is scheduled for tomorrow (August 27th) at 1:00 p.m. with the committee to go over the presentation before it gets presented to the Board of supervisors on September 1st.

Chief Roberts provided that County Council has not yet provided any feedback to the committee.

7.2 Discuss and Act on the Pre-JPA /CSA 7 Fire District Employee OPEB Expense

Executive Director Marty Hackett provided a staff report, an oral overview of the history of the contract, and recommendations to the Board as follows:

- Option 1 (recommended): The Districts involved contact the County to renegotiate the agreement or create a new agreement, and have the County do an actuarial to determine funding for the future. – As JPA was not in existence at the time the agreement was originated.

Clearly in 1996 the County saw that they had an obligation to pay this at that time, and the County should still have that obligation.

- Option 2: The JPA Board assumes the responsibility with funds from CSA7
- Option 3: The Districts absorb the obligation fund it on their own

The JPA Board discussed this item as follows:

Chief Combs provided that the employees were never District employees; they were always perceived as County employees and that is why the County took on that responsibility. Prior to the JPA those employees were referred to as CSA 7 employees. As the successor agency, Chief Combs believes that the JPA should stand united to the County on behalf of the Districts in that the County had a responsibility in 1996 and that it continues to be their responsibility today. The JPA should send a letter to the County stating that position.

Chief Schwab provided that the County has refused to reimburse the Georgetown Fire District and they sent the bill directly to the JPA, but did not directly respond to Georgetown's letter.

Chief Hardy provided that he still has not received a letter with a signature page from his fire District. The signed signature page (Page 4) has been requested for over 3 months.

El Dorado County Fire has been paying for four employees that he should not have to be paying, and County has refused to reimburse the District for the payments.

Direction from Chief Roberts to Marty Hackett: First step is for Mr. Hackett to draft a letter to the County, with Legal Council's review, suggesting that the County continues its responsibility as it has in the past and to renegotiate the contract.

7.3 Update on Electronic Patient Care Reporting (EPCR) Implementation Process

- Rich Todd provided that the County is still working on the RFP and will bring it to the JPA Board for review when complete. It is expected to be ready by next month for JPA review.

8. **New Business**

8.1 Executive Director Report

Executive Director Hackett stated that his Director items have already been discussed thus far.

8.2 Review and discuss request from Cal Fire Amador – El Dorado Unit to become a member of the JPA

Executive Director Marty Hackett provided an overview of the request from Cal Fire Amador – El Dorado Unit.

Motion by Chief Combs to include Cal Fire Amador – El Dorado Unit as a member of the JPA, seconded by Chief Hardy; motion does not carry.

Chief Estes requested to amend the motion to include "Camino ECC" to be a member of the JPA rather than "Cal Fire Amador – El Dorado Unit".

Discussion regarding where the JPA Board is to draw the line on selecting member agencies. Such as contractual agencies that provide a service and are an integral part of the daily operations of the JPA vs. contractual agencies that provide support functions.

Marty Hackett suggests to add the agency as "Cal Fire El Dorado - Amador Unit" rather than "Camino ECC", and that they sit at the JPA Board meeting table as a JPA Director, rather than looking out for the best interest of the ECC.

Motion by Chief Combs to include Cal Fire Amador - El Dorado Unit as a JPA member, as we have a contract with them to provide dispatch services, seconded by Chief Hardy; motion carries unanimously.

8.3 Review and Approve Updated Systems Status Management Policy

Executive Director Marty Hackett provided a handout and overview of the updated policy.

Changes included:

- Changed Medic unit 48 to 49
- 2.5 hour drive time limit from Marshal Hospital to San Francisco, Reno, Chico, and Merced.

Motion to approve the updated Systems Status Management Policy by Chief Hardy, seconded by Chief Schwab; motion carries unanimously.

9. Fiscal Items

9.1 Review FY 14/15 Revenue and Expense Report

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

Discussing regarding special assessment tax being flat or declining over the past 15 to 20 years. Chief Combs suggested to audit the parcel data to determine why this is happening, as the JPA service levels standards are being based on this revenue data. Chief Roberts disagrees with this statement regarding service level standards.

Discussion continues by the JPA Board members.

9.2 Update on FY 14/15 Audit Process

Executive Director Marty Hackett provided an update on the FY 14/15 audit process.

Executive Director Marty Hackett provided thanks to the districts for their cooperation. The Audit process is going well. More documents may be requested from the districts.

10. Director Items

Chief Hardy: Request to have the handouts numbered in the Board packets according to item number.

Chief Schwab: Enjoyed the extra 6 hours of help received.

Chief Roberts: Directed the JPA Board to provide him with suggested input of goals for Marty Hackett.

11. Closed Session

None.

12. Adjournment – 9:32 a.m.

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