



# El Dorado County Emergency Services Authority

## JPA Board of Directors Meeting Minutes

Wednesday, January 27, 2016, 8:00 a.m.  
El Dorado County OES Conference Room, 330 Fair Lane, Placerville, CA 95667

**Pledge of Allegiance:** Conducted

### 1. Call to Order/Roll Call/Introductions - Call to order at 8:00 a.m.

#### Board Attendees:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief <b>Dave Roberts</b> , <i>Chair</i> | <input type="checkbox"/> Alternate Deputy Chief <b>Mike Lilienthal</b>          |
| <input checked="" type="checkbox"/> CalFire - Cameron Park Fire, Div. Chief <b>Mike Webb</b>       | <input type="checkbox"/> Alternate Battalion Chief <b>Bob Counts</b>            |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief <b>Rob Combs</b>                   | <input type="checkbox"/> Alternate Assistant Chief <b>Bryan Ransdell</b>        |
| <input type="checkbox"/> El Dorado County Fire, Chief <b>Mike Hardy</b>                            | <input checked="" type="checkbox"/> Alternate Division Chief <b>Tim Cordero</b> |
| <input checked="" type="checkbox"/> Garden Valley Fire, Interim Chief <b>Linda Szczepanik</b>      | <input checked="" type="checkbox"/> Alternate Assistant Chief <b>Bob Bement</b> |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief <b>Tom Keating</b>                   | <input type="checkbox"/> Alternate Director <b>Anne Walker</b>                  |
| <input checked="" type="checkbox"/> CalFire ECC – AEU, Deputy Chief <b>Brian Estes</b>             | <input type="checkbox"/> Alternate Unit Chief <b>Mike Kaslin</b>                |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief <b>Greg Schwab</b> , <i>Vice Chair</i>  |   |
| <input checked="" type="checkbox"/> Pioneer Fire, Chief <b>Jack Daniels</b>                        |   |
| <input checked="" type="checkbox"/> JPA Executive Director <b>Marty Hackett</b>                    |   |

#### Other Attendees:

- Unit Chief Mike Kaslin, CalFire ECC - AEU
- Chief Gareth Harris, Lake Valley Fire
- Battalion Chief Dave Wood, CalFire ECC - AEU
- Assistant Chief Bryan Ransdell, Diamond Springs Fire
- Engineer Mike MacKenzie, El Dorado Hills Fire
- Captain Paul Dutch, El Dorado County Fire
- Division Chief Steve Simons, North Tahoe / Meeks Bay Fire
- Rich Todd, EMSA

#### Introduction of Guests:

- Jim Hartley, El Dorado Hills Board of Directors
- Ryan Wagoner, Executive Director Cal-Tahoe JPA
- Mark Spaug, Garden Valley Fire District Board of Directors

### 2. Approval of Agenda

Director Keating motioned to approve the agenda as presented. Director Webb seconded the motion which carried unanimously.

### 3. Public Comments

None

### 4. Consent Calendar

Director Schwab motioned to approve consent calendar items 4.1 and 4.2 as presented. Director

Keating seconded the motion which carried unanimously.

## 5. Correspondence

None

## 6. Reports

### 6.1 Receive/File Statistics for December 2015

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

### 6.2 Executive Director Report

Executive Director Hackett provided the following updates:

- The EPCR RFP is currently with county counsel and is anticipated to be released for bids in the next few weeks.
- Sacramento County authorities are utilizing the 800 frequency trunking systems for Med Net communications with Sacramento area hospitals. Discussions are underway with them now to find a solution to this problem.

### 6.3 Finance Committee Meeting Update

The following are topics discussed at the January meeting:

- Draft FY 16-17 budget - a CalPERS lump sum model was created by the JPA to calculate the budgetary needs for sub-contracting fire districts for their classic employees in sub-object 3020 Retirement. While this methodology is appropriate for FY 15-16 and 16-17, a more robust methodology will be needed to determine future budgetary needs.
- Mr. Spaugh, Garden Valley Fire District Board of Directors, presented a proposal requesting that the district receive compensation for out of district medical aid responses.
- A recommendation was made to proceed with a JPA service study.

### 6.4 Systems Status Management Meeting Update

The following are the topics discussed at the January meeting:

- Review of EMSA's policy titled Guidelines for Interfacility Transfer of 5150 Patients.
- Med Net communications.
- Dedicated service for the El Dorado Union School District's football games and the JPA's ability to fulfill the request.

## 7. Old Business

### 7.1 Non-Emergency Interfacility Transfers

Executive Director Hackett stated that he will be forming a working group to develop recommendations to present to the Board related to the master contract, options and legalities concerning non-emergency interfacility transfers.

## 8. New Business

### 8.1 A comprehensive and detailed report from El Dorado Hills on the El Dorado County Communications System RFP and the Proposed Feasibility Study for Radio and Dispatch Services Provided by Sacramento Regional Fire Rescue Communications Center. Discussion the Impacts to a Regional and Boundary-Less Ambulance Delivery System and the Short and Long-Term Goals of El Dorado Hills Relative to the Participation in that System

Director Roberts updated the Board on the current status of the El Dorado Hills feasibility study stating that several years ago there was a strategic planning session conducted which involved county representatives and community members. At that time six (6) goals were identified, with communications being one of them.

The El Dorado Hills Fire Board of Directors approved the submission of the application to Sacramento Regional Emergency Communication Center to determine if they would accept their

participation in their JPA. Once a decision is reached the next step will be to conduct a feasibility study, which will outline costs and whether a change is operationally viable. Upon receipt of this information, the El Dorado Hills Fire District Board of Directors will review and vote on what action to pursue. Director Roberts also advised that while they support the current system, they must consider future needs and what actions will be most beneficial to their district long-term. They must ensure they are positioned appropriately to ensure seamless functionality currently and in the future.

Concerns and comments voiced by the JPA Board include:

- El Dorado Hills Fire should have priority, allegiance and commitment to this county.
- A comprehensive study was conducted outlining that the 700 frequency is not viable for this geographic area. The potential of El Dorado Hills switching to a separate frequency could be problematic and negatively impact the JPA.
- The JPA Board will need to determine what financial and operational impact the system will incur should El Dorado Hills move forward in the process.
- El Dorado Hills should continue to work with CalFire ECC-AEU to determine how the current system can be improved.
- The money that will potentially be spent to pursue a separate frequency could be utilized to fund improvements in the current system.
- CalFire has been unable to identify that any other districts have experienced the same level of weakness and threats that El Dorado Hills Fire identified in their SWOT analysis.
- Will the intent be to have Latrobe and Rescue also move dispatch services should El Dorado Hills continue in the process?
- Transparency from El Dorado Hills while they pursue their options is requested.

Mr. Hartley, El Dorado Hills Fire Board of Directors, thanked the JPA Board for their comments and advised that he is a strong advocate of the auto aid and mutual aid system and that it is not his intent to do anything to compromise the system.

## 8.2 Cal-Tahoe JPA Update

Executive Director Ryan Wagoner provided the Board an update on the status of the Cal-Tahoe JPA. Highlights include:

- On December 7, 2015 The City of South Lake Tahoe City Council voted to support a side letter stating the South Lake Tahoe Fire department would “withdraw” from the JPA in 120 days. Both member agencies have been involved in ongoing committee meetings to find a way for Lake Valley Fire Protection District to take over the ambulance transportation portion of the City agreement.
- The Cal-Tahoe Emergency Services Operations Authority (CTESOA) has met with both the EMS Director and the Director of HHSA and discussed the terms of this contract as there have been significant circumstances beyond our control causing a dramatic increase in our operating costs.
- The increased number of interfacility transports (IFT) out of the area has caused the ambulance replacement schedule to advance more rapidly. The capital expense cost of ambulance replacement comes from CTESOA capital reserves with an approximate cost of \$120,000 on a remount and \$160,000 for total ambulance replacement.
- CSA 3 recently signed a one year dispatch contract resulting in a \$55,000 increase to the previous contract for services for FY 15-16. CTESOA expects this cost may increase an additional \$150,000 the following year. This would result in an additional annual increase of an additional \$205,000 per year over FY 16-17. Additional funds must be secured in order to maintain consistent, high quality dispatch services for our service area.
- CTESOA currently operates three (3) ambulances at approximately \$686,666 per ambulance. Lake Valley Fire Protection District operates one ambulance in the county area while the City of South Lake Tahoe Fire Department operates two ambulances within the city limits.

- On December 14, 2015 the City of South Lake Tahoe Fire Department changed its service delivery model on two (2) of the ambulances they operate for the JPA. They changed from two (2) Paramedic Firefighters to a part-time EMT and Paramedic non-safety personnel.
- CTESOA has requested additional funding to maintain the existing level of service required by the contract and our community. Since the new contract in 2011 the CTESOA no longer receives comparable IFT dollars. The county has agreed to only open the existing contract to address the increase in IFT's and the increase in dispatch costs.
- The benefit assessment and patient charges received by the county vs. what the CTESOA receives as contracted payment:
  - Fees collected by County fiscal year 2011/2012 \$2,270,254 vs. CTESOA \$1,996,447
  - Fees collected by County fiscal year 2012/2013 \$2,500,324 vs. CTESOA \$2,047,605
  - Fees collected by County fiscal year 2013/2014 \$2,284,489 vs. CTESOA \$2,046,920
  - Fees collected by County fiscal year 2014/2015 \$2,225,098 vs. CTESOA \$2,070,000
- Currently CSA 3 has \$2,302,647 in fund balance in the county's CSA 3 operating account.

Director Roberts stated that the JPA Board has requested that a workshop be conducted with county and city representatives from CSA 3 and CSA 7 to discuss the issues in depth. He also advised that the JPA Board needs to consider an emergency contingency operations plan to support CSA 3 should it be required.

### 8.3 Surplus Medic Unit IN 6289

Director Schwab motioned to surplus medic unit VIN 6289. Director Keating seconded the motion which carried unanimously.

### 8.4 Review Draft FY 14-15 Audit Report

Executive Director Hackett stated that the Finance Committee is requesting the JPA Board's acceptance of the draft FY 14–15 audit report, which indicates no findings.

Director Keating motioned to receive and file the draft FY 14-15 audit report as presented. Director Webb seconded the motion which carried unanimously.

### 8.5 Paramedic Renewal Reimbursement Procedures

Executive Director Hackett stated that the Finance Committee is requesting the JPA Board's renewed commitment to adhere to the JPA policy which outlines that all paramedic renewal reimbursements are to be paid directly to the districts and not to the employee.

All Directors renewed their commitment to have their districts adhere to the JPA policy pertaining to paramedic renewal reimbursements.

### 8.6 Discuss and Recommend a Proposal to Hire a Consultant for a Service Study

Executive Director Hackett stated that the Finance Committee is recommending the JPA Board's approval to proceed forward with obtaining information on the costs associated with hiring a consultant to perform a service study.

All Directors recommended that Executive Director Hackett proceed with exploring the costs associated with hiring a consultant to perform a service study and then present the cost information to the JPA Board for final review/approval.

## 9. Fiscal Items

### 9.1 Discuss Budget Preparation for FY 16-17

Executive Director Hackett advised that there will be a special JPA board budget meeting on Wednesday, February 3. The meeting will take place at 1:00 p.m. at Diamond Springs Fire in the upstairs conference room.

**10. Director Items**

CalFire ECC - AEU: CalFire would like to present a report at the February JPA Board meeting. Several long standing communication operators will be retiring soon.

Cameron Park Fire: Nothing to report

Diamond Springs / El Dorado Fire: Nothing to report

El Dorado County Fire: Nothing to report

El Dorado Hills: City Gate will be conducting a community risk assessment for the district.

Garden Valley: Nothing to report

Georgetown Fire: One staff member who is on workers comp has been cleared to return to duty.

Lake Valley Fire: Nothing to report

Mosquito Fire: Nothing to report

Pioneer Fire: Nothing to report

Rescue Fire: Nothing to report

**11. Closed Session**

None

**12. Adjournment**

Director Keating motioned to adjourn the meeting at 10:30 a.m. Director Estes seconded the motion which carried unanimously.