



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting

Wednesday, July 22, 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 **08:04 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 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 type="checkbox"/> Garden Valley Fire, Chiefs Bill Dekker or | <input checked="" type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input 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; Dave Wood, ECC CALFire; Pat Dwyer, EDCFSC; Doug Hus, EDHFSC

Pledge of Allegiance: Led by Chief Bement

Introduction of Guests: None

2. Approval of Agenda

***Motion** by Chief Hardy to add an item 8.3, prior JPA funded employees that are now retired, seconded by Chief Schwab; motion carries unanimously.*

***Motion** to approve the agenda by Chief Hardy, seconded by Chief Schwab; 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 June 24, 2015
- 4.2 Approval of June 2015 Bills

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

5. Correspondence – None

6. Reports

6.1 Receive/File Statistics for June 2015:

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

6.2 Systems Status Management Committee (SSMC) – Report from July 15 Meeting

- Chief Ransdell provided an oral summary of the items discussed at the SSMC meeting as follows:
 - ICD 10 Training – Training will be mandatory.
 - Skills Training update
 - June response time reports
 - EPCR working group – Executive Director Marty Hackett provided an update to the Board: the County is taking the lead on the RFP process. The JPA will be involved in an RFP committee. Extensive training will be required in the RFP language.
 - IFTs – Executive Director Marty Hackett provided an update on IFTs: The maximum drive time will be 2.5 hours out of area max one way. This will be added to systems status management policy.
 - Gurney Batteries – Executive Director Marty Hackett will send out email survey for current battery usage performance. Mr. Hackett will perform a 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. Mr. Hackett also provided a draft budget of what it would look with current proposed lump sum concept.

Discussion items included the following:

- Ambulance fees – El Dorado County's fees are currently significantly below the state average
- The Counties responsibility for capital expenditures – ambulances, gurneys, etc. Page 9, Section I, the replacement of 2 vs. 3 ambulances per year depends on the combining of CSA3 and CSA7 - Page 9, Section I
- Flat rate contract and additional compensation – the flat rate contract covers daily staffing plus additional staffing for special events and disaster. Any additional staffing is above and beyond - Page 9 C
- Vendor contract fees for standby. Seven percent of the contract would go to the county for use of ambulances at special events. - Page 10
- Authorization from the JPA/County before staffing up for special events. More specific information is required for this section. This section could be combined with disaster and special event coverage. An hourly charge for Medic unit usage in the event of unusual events to be included in the wording of the contract.
- Audits shall be focused on the JPA only not the fire districts.

Chief Roberts is putting together a presentation to present at a work shop. The JPA Board will see the presentation first-hand before the scheduled Board of Supervisors meeting on September 1, 2015.

Direction to the Board by Marty Hackett to provide comments and suggestions, and to agendize the item at next board meeting

Question from a guest regarding the cost of purchasing new ambulances. The dollar amount that is currently in the contract needs to be reviewed for cost accuracy.

7.2 Review and Discuss JPA Bylaws Updated Versions One and Two

Executive Director Marty Hackett provided an oral overview and hand outs of the updated versions. Topics discussed included the following:

- The use of arbitration vs. mediation. Mediation is the suggested term.
- Suggestion to use version two.
- Suggestion to consider adding CAL Fire to be added as a member agency to the JPA.
- Discussion regarding the combining of CSA3 and CSA7.

Motion by Chief Ransdell to add ECC dispatch service as a member agency. No second. Motion fails.

Direction to the Board to bring a discussion item to the next JPA Board meeting to add ECC dispatch as a member agency.

Direction to Executive Director Marty Hackett to bring back these updates with edits to the next meeting.

Direction to all Board members to provide comments to Mr. Hackett prior to the next Board meeting.

7.3 Update on Electronic Patient Care Reporting Program

Executive Director Marty Hackett provided an update on the PCR program.

- When the county has a draft copy of EPCR RFP they will bring it to JPA Board for review.
- Suggestion to add a CQI component.
- The item is going to the Board August 11th to request GEMT funding for RFP purchase.

8. **New Business**

8.1 Executive Director Report

Executive Director Hackett provided a hand out and an oral update.

- Auditors will be here to audit the JPA and districts within the next month. JPA will be asking for copies of documents from fire districts as needed.
- Round About Transportation is starting up and has already started transporting non-medical transports. Discussed transporting 51/50 transports. They are open Monday through Friday and are on call. They are not EMTs. Rich Todd suggests putting them on retainer with the JPA.

8.2 Review and Approve Surplus and Two Ambulances for Box Remount VINs 7882 and 7402

Executive Director Marty Hackett provided an overview.

- These ambulance units will be going to Arrow Manufacturing in Iowa for remounts.

Motion to approve the surplus and two ambulances for box remount by Chief Webb, seconded by Chief Hardy; motion carries unanimously.

8.3 Retired JPA employees OPEB expired

This item was added by Chief Hardy. Executive Director Marty Hackett provided information and history regarding this item. The Board discussed this item.

Direction to the Board to add this item for review and approval to the agenda for next meeting.

9. **Fiscal Items**

9.1 Review FY 14/15 Revenue and Expense Statement

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

9.2 Update on FY15/16 Class 60 Budget Adjustment Request

Executive Director Marty Hackett provided an update regarding the funding for ambulances and defibrulators.

10. **Director Items**

Fire Chiefs from various districts provided the following updates:

Chief Schwab, Georgetown – Working with the Spec committee on latest medic unit remount.

Chief Ransdell, Diamond Springs – Medic 48 has been changed to Medic 49.

Chief Webb, Cameron Park- Chief counts is in the process of hiring 3 new paramedics.

Chief Harris, Lake Valley – South Lake Tahoe / Lake Valley has approved Lake Valley to take over all ambulances staffing in the CSA 3 response area.

11. Closed Session

Adjourned for Closed Session item 11.1 at 9:25 a.m.

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

The matter was discussed.

Reconvened for the regular session at 9:41 a.m

Motion by Chief Shcwab to approve the proposed contract for one year, second by Chief Hardy; motion carries unanimously.

Thanks was given to personnel and Marty Hackett for all the good work.

12. Adjournment – 9:43 a.m.

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