



El Dorado County Emergency Services Authority

Finance Committee Meeting

Wednesday, February 4, 2015 **2:30 p.m.** *Note start time change

Diamond Springs Fire Station #49 – Classroom

AGENDA

Item	Presenter
1. Call to Order	Webb
2. Approval of Agenda	Webb
3. Approval of Finance Meeting Minutes of January 7, 2015	Webb
4. Old Business	
4.1 Budget preparation for FY 15/16	Hackett
5. New Business	
5.1 Review Revenue/Expense Report	Hackett
6. Adjournment	Webb

Next JPA Finance Committee regular meeting will be on March 4, 2015 at 13:00 hours.

*** Please park at the Fireman's Hall or the JPA parking lot as the Commercial Businesses need their parking available for customers ~ Thank you ***



El Dorado County Emergency Services Authority

Finance Committee Meeting

Wednesday, January 7, 2015 – 1:00 p.m.

DS/ED Fire Station #49, Classroom, 501 Main Street, Diamond Springs, CA

Minutes

Attendees:

- | | |
|--|--|
| <input type="checkbox"/> Cameron Park/CAL Fire, Chair, DC Joe Tyler | <input checked="" type="checkbox"/> Diamond Springs Fire, Vice Chair Chief Rob Combs |
| <input type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input type="checkbox"/> Alternate CP/CAL FIRE, BC Bob Counts |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Dave Roberts | <input checked="" type="checkbox"/> El Dorado County Fire, Chief Mike Hardy |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Greg Schwab | <input type="checkbox"/> El Dorado County Fire, Division Chief Tim Cordero |
| <input type="checkbox"/> Diamond Springs Fire, Battalion Chief Ken Earle | <input type="checkbox"/> Diamond Springs Fire, Assistant Chief Bryan Ransdell |
| <input type="checkbox"/> Pioneer Fire, Chief Jack Daniels | <input type="checkbox"/> Garden Valley Fire, Chief Bill Dekker |
| <input checked="" type="checkbox"/> JPA, Executive Director Marty Hackett | |

Guests: Mike Webb, DC Cal Fire; Dave Wood, BC Cal Fire/ECC

1. Call to Order

Vice Chair Combs called the meeting to order at **13:12** hours.

2. Approval of Agenda –

Request from Executive Director Hackett to add to the agenda as follows: New Business item 5.4 Nominate Chair and discuss designated alternates; item 5.5 Discuss Chairs for Dispatch at ECC; item 5.6 Discuss Fleet and item 5.7 Clarification of utilities allocation. Also correct the agenda to replace presenter from Tyler to Combs.

***Motion** to approve Agenda as amended with those changes was made by Chief Hardy seconded by Chief Schwab and motion carries unanimously.*

3. Approval of Finance Committee meeting minutes of November 5, 2014-

***Motion** to approve minutes by Chief Roberts seconded by Chief Hardy and motion carries unanimously.*

4. Old Business

4.1. GEMT – Priority funding recommendation

- Executive Director Hackett updated the committee on a meeting planned for January 14 following MAC with HHSA, EMSA, CSA3, JPA Board Chair Roberts and himself concerning fund usage. The Committee discussed the funding needs packet memo. They discussed needed replacement of vehicles, EKG monitors and gurneys being funded from GEMT funds for prior services. Then restore service levels from lack of funding with future GEMT funds. Executive Director Hackett indicated the approximate allocation of the reimbursed \$528k from FY 12/13 would be CSA7 with 80% and CSA3 at 20%.

***Motion** by Chief Roberts to leave funding priorities as indicated in the memo, second by Chief Schwab and motion carries unanimously.*

5.1 Review Revenue/Expense Report

- Executive Director Hackett discussed the report and answered Committee member questions.

5.2 Budget preparation for FY 15/16

- Executive Director Hackett indicated we would be sending out the FY 15/16 budget for expense projections. Since we are not under a lump sum contract as of yet, we'll need to proceed with the timeline of having a preliminary budget to the JPA Board for approval in February and to their Fire Boards of Directors by March for approval so it can be submitted to the County on time.

5.3 Review and recommend EPCR Proposal from ImageTrend

- Executive Director Hackett discussed the proposed payment options provided. IT has the state contract for NEMISIS/CEMISIS data. IT contacted the JPA to indicate we could piggyback on Sac Metro Fire contract. In discussion it was noted that this does not include buying all new equipment. Some EPCR Committee members had an opportunity to view this product. The Committee recommends proceeding with a demo with inclusion of our business partners in CQI, Marshall and Billing.

5.4 Nominate Chair and consider alternate designations

- Nominations were made and alternate designations recommended.

Motion by Chief Hardy nominated Mike Webb as Chair with Bob Counts as alternate Chair, nomination of Rob Combs as Vice-Chair with Brian Ransdell as alternate Vice-Chair; motion seconded by Chief Roberts and motion carries unanimously. Nominations are closed.

5.5 Discuss chairs for dispatch at ECC

- Executive Director Hackett indicated he'd been approached by the ECC to assist in the purchase of four chairs at the ECC for dispatchers at a cost of \$2,250 per chair and they would purchase two chairs.

Motion by Chief Schwab to agendize this item to the JPA Board for consideration, seconded by Chief Hardy and motion carries unanimously.

5.6 Discuss Fleet

- Executive Director Hackett gave a status of the fleet and replacements/remounts. He reached out to multiple vendors about demo ambulance availability and has received information on two. One unit is \$135k and was brought here and looked at by the ambulance spec committee. The second type 1 demo is approximately \$145-150k. All ambulances need to be 4x4 to meet our needs. Our custom modification work may have to be negotiable.

Motion by Chief Hardy to direct Executive Director Hackett to pursue information to present to the JPA Board for two new ambulances to include all makes, motion seconded by Chief Roberts and the motion carries unanimously.

5.7 Clarification of utilities allocation

- Communications expenses for internet access were included in the utilities analysis and will be covered under the utilities allocation.

5. **Adjournment – 15:00 hours**

A **motion** to adjourn the meeting was made by Chief Roberts was seconded by Chief Hardy and motion carries unanimously.

CSA 7 Revenue and Expenditures FY 14-15

ACCOUNT DESCRIPTION	FY 14-15 ACTUAL REVENUE - 408210							ESTIMATED REVENUE	TOTAL ACTUAL REVENUE	% OF REVENUE
	1	2	3	4	5	6	7			
	JUL	AUG	SEP	OCT	NOV	DEC	PARTIAL JAN			
100 to 150-Property Tax	\$ -	\$ 5,313	\$ 49,801	\$ 102,720	\$ 150,986	\$ 1,128,482	\$ 46,731	\$2,602,300	\$1,484,033	57%
175-Special Tax	\$ -	\$ 2,684	\$ 3,593	\$ 69,386	\$ 93,494	\$ 700,170	\$ 23,528	\$1,631,640	\$892,855	55%
360-Penalty	\$ -	\$ 657	\$ 653	\$ 1,075	\$ 903	\$ 1,923	\$ 869	\$13,815	\$6,080	44%
400-Interest	\$ 1,380	\$ 1,512	\$ 1,063	\$ 1,884	\$ 1,765	\$ 2,293		\$21,130	\$9,897	47%
820-State: HOPTR	\$ -	\$ -	\$ -	\$ -	\$ 4,222	\$ 9,852		\$28,111	\$14,074	50%
1686-Ambulance Svcs	\$ 518,843	\$ 452,227	\$ 378,614	\$ 694,332	\$ 443,023	\$ 549,675	\$ 327,317	\$6,164,012	\$3,364,031	55%
1940-Misc. Rev/Miwok	\$ -	\$ (255,256)	\$ 531,225	\$ -	\$ -	\$ -		\$400,000	\$275,969	69%
TOTAL PER MONTH	\$520,223	\$207,137	\$964,949	\$869,397	\$694,393	\$2,392,395	\$398,445	\$10,861,008	\$6,046,939	56%

DESCRIPTION	FY 13-14 ACTUAL EXPENDITURES - 871000 through 877000							ESTIMATED BUDGET	YTD ACTUAL EXPENDITURE	% OF EXP
	JUL	AUG	SEP	OCT	NOV	DEC	PARTIAL JAN			
871000 - JPA								\$ 3,344,628	\$ 1,052,106	31%
3000	\$ 5,297	\$ 17,658	\$ 11,772	\$ 11,772	\$ 11,772	\$ 17,220	\$ 24,075	\$ 563,518	\$ 99,566	18%
4000	\$ -	\$ 14,217	\$ 37,624	\$ 146,004	\$ 61,438	\$ 84,648	\$ 611,880	\$ 2,421,110	\$ 955,811	39%
5000										
JPA Audits - Other Revenue	\$ (133)	\$ (137)	\$ -	\$ (3,001)	\$ -			\$ -	\$ (3,271)	100%
6000	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 360,000	\$ -	0%
872000 - EDC								\$ 3,870,177	\$ 2,109,206	54%
3000	\$ 180,410	\$ 427,638	\$ 276,162	\$ 329,167	\$ 262,894	\$ 348,837	\$ 277,896	\$ 3,790,177	\$ 2,103,004	55%
4000	\$ 343	\$ 763	\$ 658	\$ 1,052	\$ 231	\$ 3,018	\$ 137	\$ 80,000	\$ 6,202	8%
873000 - DS								\$ 1,020,000	\$ 567,974	56%
3000	\$ 47,285	\$ 117,145	\$ 57,090	\$ 92,375	\$ 103,754	\$ 67,593	\$ 80,212	\$ 1,000,000	\$ 565,454	57%
4000	\$ -	\$ 588	\$ 315	\$ 529	\$ 585	\$ 347	\$ 156	\$ 20,000	\$ 2,520	13%
874000 - GT								\$ 1,006,880	\$ 510,912	51%
3000	\$ 52,587	\$ 90,829	\$ 71,032	\$ 77,173	\$ 60,326	\$ 74,453	\$ 79,640	\$ 986,880	\$ 506,040	51%
4000	\$ -	\$ 853	\$ 627	\$ 250	\$ -	\$ 544	\$ 2,598	\$ 20,000	\$ 4,872	24%
875000 - CP								\$ 982,675	\$ 244,238	25%
3000	\$ 82,631	\$ 73,211	\$ 88,396	\$ -	\$ -			\$ 962,675	\$ 244,238	25%
4000	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 20,000	\$ -	0%
877000 - EDH								\$ 1,020,000	\$ 332,421	33%
3000	\$ 52,253	\$ 52,253	\$ 52,253	\$ 56,392	\$ 56,392	\$ 56,392		\$ 1,000,000	\$ 325,935	33%
4000	\$ 1,081	\$ 1,081	\$ 1,081	\$ 1,081	\$ 1,081	\$ 1,081		\$ 20,000	\$ 6,486	32%
JPA Expense Subtotals	\$ 421,754	\$ 796,099	\$ 597,010	\$ 712,794	\$ 558,473	\$ 654,133	\$ 1,076,594	\$ 11,244,360	\$ 4,816,856	43%
YEAR END TOTALS	Quarter 1			Quarter 2			Quarter 3	ESTIMATED	ACTUAL	
REVENUE	\$520,223	\$207,137	\$964,949	\$869,397	\$694,393	\$2,392,395	\$398,445	\$10,861,008	\$6,046,939	
JPA EXPENSE	\$421,754	\$796,099	\$597,010	\$712,794	\$558,473	\$654,133	\$1,076,594	\$11,244,360	\$4,816,856	
Difference	\$98,469	(\$588,962)	\$367,939	\$156,603	\$135,920	\$1,738,262	(\$678,149)	(\$383,352)	\$1,230,083	