



El Dorado County Emergency Services Authority

Finance Committee Meeting

Wednesday, October 2, 2013 – 1:00 p.m.

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

Minutes

Attendees:

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| <input checked="" type="checkbox"/> Rescue Fire, Chair , Chief Tom Keating | <input type="checkbox"/> Pioneer Fire, Chief Jack Daniels |
| <input checked="" type="checkbox"/> CAL FIRE, Vice Chair , Division Chief Joe Tyler | <input type="checkbox"/> Alternate Battalion Chief Mike Webb, CAL FIRE |
| <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 Hills Fire, Chief Jim O'Camb |
| <input checked="" type="checkbox"/> El Dorado County Fire, Division Chief Tim Cordero | <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Rob Combs |
| <input type="checkbox"/> Diamond Springs Fire, Battalion Chief Ken Earle | <input type="checkbox"/> Diamond Springs Fire, Assistant Chief Bryan Ransdell |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Bill Dekker | <input checked="" type="checkbox"/> JPA, Executive Director Marty Hackett |

Guests: none

1. Call to Order

Chairman Keating called the meeting to order at 13:04 hours.

2. Approval of Agenda

Motion to approve Agenda by Chief Hardy, seconded by Chief Roberts and motion carries unanimously.

3. Approval of Finance Meeting Minutes of September 10, 2013:

Motion to approve Minutes by Chief Roberts, seconded by Chief Combs and motion carries unanimously.

4. Old Business

4.1. Audit Update

- Auditors will be at November Finance meeting with draft preliminary report.
- OPEB discussion:
 - May 2002 JPA Board approved actuarial for post retire medical which created funds for current and projected retirees. Started allocation/payments January 2003 to provider districts to set aside for their medical retirees. Started at 60k in 2003 & 2004, now at 95k. possible 23k overpayment to Diamond Springs while the analysis indicates JPA could owe El Dorado County Fire 51k for 12/13 FY OPEBs.
 - Historical unfunded liabilities as of December 31, 1996 for sick leave and vacation leave addressed in 98/99 audit out of fund balance into trust fund \$146,789. Discussion of whether the districts should be pulling from these funds now for JPA retirees that have since retired. Findings by auditors will clarify this process.

- Chief Keating recommended the JPA/Finance Committee work with Lori Walker at HHS regarding change in payment structure to JPA/Districts to mirror CSA 3 South Lake Tahoe JPA for lump payments to agencies (this will include OPEBs). Director Hackett will begin preparing forecasts for FY 14/15 for use in those discussions with the county.

5. New Business

5.1. Cost Control Working Group.

- WEX cards are here; will distribute with Policy; one with each medic unit and a back up with each provider district's Duty Captain. Will require Driver ID/PIN entered along with mileage reading upon use.
- Verizon phone bill – medic unit phones went on the district accounts and then they send us the bill. Director Hackett will send instructions on how to transfer those lines specific to the ambulances directly to the JPA phone account. Director Hackett asked if the 3 watt phones were still needed. Each district will review if needed and let us know.
- JPA Rosters are needed.

5.2. 2013 Sub-Committee Membership/Voting Structure.

- Packet included current structure.
Motion by Chief Hardy to nominate same Chair Tom Keating and Vice-Chair Joe Tyler seconded by Chief Roberts and motion carries unanimously.

5.3. Discussion and Action in Preparing the Budget for FY 14/15

- Chief Keating asked if we can set up a meeting with Lori Walker concerning projected budgets and capital reserves. Director Hackett will send out budget preparation forms soon so we project FY 13/14 expenses for class 30 and 40 so we can gather the information that would be needed for that meeting with HHSA.

Open Discussion Items:

Chief Hardy, EDCF – Due to budget constraints tech support technician Chris Cottingham's last day with EDCF will be December 31, 2013. Director Hackett discussed employing Chris at the JPA to assist us and the Districts with EPCR related technical needs. Chiefs Roberts and Keating discussed Forte maintaining the iPad's for us. If not working now, they try to fix, call Forte, then bring ultimately bring it to JPA office and Director Hackett is correcting/updating the iPads application and or operating system as needed.

SVA Sac Valley Ambulance under some contract with Miwok tribe, however can't transport off the property. The County EMSA in discussion with the Miwok tribe concerning this issue.

Lake Valley and South Lake offered of staffing for memorial tentatively scheduled for the 20th. New fire Chief at SLT is trying to sell two old Fords, willing to bring them down to the West Slope if we can keep/store them we can use them as reserves if needed.

Director Hackett requested EPCR Committee representative from El Dorado Hills Fire.

6. Adjournment

A motion to adjourn the meeting at 14:17 was made by Chief Dekker seconded by Chief Schwab and motion carries unanimously.

Minutes taken by Rita Gonzales, JPA