



# El Dorado County Emergency Services Authority

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## Finance Committee Meeting February 1, 2012, 1:30 p.m. Diamond Springs Fire Station #49 – Conference Room

### AGENDA

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|--|---------|
| 1. Call to Order   | Keating |
| 2. Approval of Agenda  | Keating |
| 3. Approval of Finance Committee Minutes from January 4, 2012              | Keating |
| 4. Fiscal Items  |         |
| 4.1 Review/Approve Zoll Technician Agreement                               | Hackett |
| 4.2 Review/Approve Outstanding Audit Issues                                | Hackett |
| 4.3 Review/Approve Supply Committee Recommendation on Linen vs. Disposable | Hackett |
| 4.4 Review FY 11-12 Q2 Variance Report                                     | Hackett |
| 4.5 Review/Approve JPA FY 12-13 Draft 2 Preliminary Budget                 | Hackett |
| 5. New Business  |         |
| 5.1 Annual Review/Approval of ALS Engine & Ambulance Agreement Templates   | Hackett |
| 6. Adjournment   | Keating |



## El Dorado County Emergency Services Authority

### **Finance Committee Meeting**

Wednesday, January 4, 2012, 1:30 p.m.  
Diamond Springs/El Dorado Fire Station #49

### **Minutes**

**Present:** Chief Greg Schwab, Georgetown Fire; Chief Thomas Keating, Rescue Fire; Chief Bruce Lacher, El Dorado County Fire; Chief Bill Dekker, Garden Valley Fire; Chief Dave Roberts, El Dorado Hills Fire; Chief Robert Gill, Pioneer Fire; Assistant Chief Mike Hardy, El Dorado County Fire; Assistant Chief Rob Combs, Diamond Springs Fire; Battalion Chief Joe Tyler, CAL FIRE and Marty Hackett, JPA Executive Director

#### **1. Call to Order**

Chairman Keating called the meeting to order at 1:30 p.m.

#### **2. Approval of Agenda**

Director Gill motioned to approve the agenda as presented. Battalion Chief Tyler seconded the motion which carried unanimously.

#### **3. Approval of Minutes from the November 2, 2011 Meeting**

Director Gill motioned to approve the minutes from the November 2, 2011 meeting. Director Roberts seconded the motion which carried unanimously.

#### **4. Fiscal Items**

##### **4.1 Discuss Current Status of Outstanding Audit Issues**

Executive Director Hackett reviewed the draft audit report provided by County Fire's independent auditor. Director Lacher advised the committee that he received the draft report on Monday and that although County Fire does not dispute the fact that reimbursement is due to the JPA, their assessment of what is owed differs from that of both Mr. Eastman, the JPA's auditor, and Mr. Fechter. Director Lacher has scheduled a follow-up meeting with Mr. Fechter on January 10, 2012 to discuss the draft report and review Mr. Fechter's methodology. Upon conclusion of the January 10<sup>th</sup> meeting, Mr. Fechter should be able to provide a finalized report.

Executive Director Hackett stated that the JPA adopted Mr. Eastman's finding and invoiced both districts accordingly based on his report. To date, neither district has submitted payment and direction is now needed from the committee on how the JPA should proceed.

Director Lacher stated that the El Dorado County Fire Board of Directors is scheduled to hear the matter at the January meeting and should provide direction to the district on how to proceed.

The committee determined that since it was the county who invoiced the JPA for the amount based on Mr. Eastman's findings, it should be the responsibility of County Fire to present Mr. Fechter's findings to the county and come to an agreement as to what is owed based on the two audit reports. Once the county has signed off on the amount owed it will be their responsibility to re-invoice the JPA accordingly based upon the agreed upon amount. The JPA will in turn re-invoice County Fire for the agreed upon amount.

Executive Director Hackett reminded the committee that the county has culpability in this matter due to their failure to audit in a timely manner and that this culpability should allow some flexibility for negotiations.

The committee requested the following actions:

- Place the topic on the February Finance Committee agenda for review/approval.
- Executive Director Hackett to determine if the El Dorado County Department of Public Health will accept a payment plan for monies owed related to the audit.
- Executive Director Hackett to determine when the El Dorado County Department of Public Health will begin the next audit.

#### 4.2 Discuss MDC Program Participation

Executive Director Hackett stated that the JPA recently received an email from South Lake Tahoe stating that they want to be removed from the program. Their departure from the program will result in increased costs for the remaining districts for the Geospatial Technologies software annual maintenance fee billing. He explained that without a participation agreement in place districts are free to leave the program at will, thus increasing the costs for the remaining participants.

Executive Director Hackett stated that the Riverside site visit team is scheduled to make a presentation at the January Board of Directors meeting regarding their recent visit and the MDC program upgrade options. The Board requested this presentation after learning that the site visit team's views differed slightly on the MDC program.

Director Roberts questioned whether continuing with the MDC program is the prudent decision given the new technology available on the market. He suggested that the JPA schedule a special, non-board level meeting where vendors are invited to present their products for consideration. Assistant Chief Hardy stated that the Systems Status Management Committee made the recommendation to proceed forward with the current MDC program based on the site team's presentation at their October meeting and only recently learned that the team members may not have been in complete agreement. He also stated that the latest GST upgrade that was recently completed should eliminate many of the current issues with the system.

The committee discussed CAL FIRE's view of the MDC technology, their desire to have a global integration of the system statewide and their IT requirements for system access.

The committee requested that Executive Director Hackett reconvene the Technology Working Group and invite an IT representative from CAL FIRE to attend in order to discuss the topic more thoroughly.

#### 4.3 Review Diamond Springs Fire Notification Regarding Injury/Budget Impact Information item.

#### 4.4 Review/Approve Supply Committee Recommendation on Linen vs. Disposable

Executive Director Hackett stated that the following is the recommendation from the Equipment-Supply Committee on the use of linen vs. disposables.

##### **Recommendations:**

1. Cease linen service and move to disposables for the following items:

Pillow slip

Twin sheet

Thermal blanket

Massage towel (14 x 20)

Bath towel (24 x 48)

Bath blanket

Bio-hazard laundry bag

Laundry bag

2. Maintain the ability to purchase linen 20 x 40 bath towels.

Executive Director Hackett stated that Life Assist can provide disposable options for all items listed under recommendation #1. Life Assist has also provided pricing of \$37.20 case/12 or \$3.10 each for the 20 x 40 linen bath towels (minimum of 5 cases per order). Life Assist also offers a disposable option that can be included on the master supply list if needed. The cost for disposable is \$54.00 case/100 or \$0.51 each. Currently AlSCO charges \$0.51 each for their linen towels, however they also assess par level, inventory maintenance and service fees on every order they deliver where Life Assist does not.

Currently the JPA spends approximately \$44,000 annually for linen service. Based on the recommendation from the Equipment-Supply Committee, the cost annually for disposables will be approximately \$27,000, thus resulting in a \$17,000 savings.

Executive Director Hackett stated that the JPA will contact AlSCO to determine if they are able to provide service to the districts for only the 20 x 40 towel and, if so, what the charge and applicable fees will be for the service.

The committee requested that the topic be placed on the February agenda for review/approval.

#### 4.5 Request for Vehicle Remount RFP

Executive Director Hackett stated three (3) of the eight (8) reserve units have over 160,000 miles and are nearing surplus status. The boxes on these units are in sufficiently good condition to be eligible for a remount on a new Dodge chassis. The recommendation from the Ambulance Spec Committee is to purchase one (1) remount ambulance this fiscal year and two (2) in FY 12/13. This will give the JPA a front-line fleet of nine (9) ambulances that are under warranty and operating at a higher level of mechanical reliability. The three (3) older front-line ambulances will be moved to reserve status. Their mileage levels are such that they are historically worth the on-going maintenance and repair to keep them operational and available for reserve status.

The JPA estimates the cost of a remount with a new 2011 or 2012 chassis will be approximately \$110,000 per unit. This is a significant savings when compared to a new ambulance (chassis and box) that may cost as much as \$180,000.

Director Roberts motioned to recommend for approval by the JPA Board to purchase one (1) remount ambulance in FY 11/12 and two (2) in FY 12/13. Director Gill seconded the motion which carried unanimously.

#### 4.6 Review/Approve Zoll Technician Equipment Purchase

Discussed under item 4.7.

#### 4.7 Review/Approve Zoll Technician Agreement

Executive Director Hackett reviewed the information provided from Zoll outlining their preventative maintenance and extended warranty services and costs.

Director Roberts advised that El Dorado Hills Fire has two (2) Zoll trained technicians on staff that are available to assist the districts with repairs and maintenance if the JPA purchases the repair equipment at a cost of \$18,000. Executive Director Hackett presented the draft agreement between the JPA and El Dorado Hills Fire which outlines the purchase of the repair equipment by the JPA and the El Dorado Hills Fire personnel costs to provide the service. Highlights of the contract include:

1. The EDHFD will maintain through the period of the agreement personnel who are certified in the maintenance, calibration and repair of Zoll “M” and “E” series defibrillator-monitors.
2. The JPA will purchase the equipment necessary for the defibrillator-monitor technicians to perform their work. The JPA will also be responsible for the maintenance and repair of this equipment.
3. EDHFD will not charge the JPA for “Annual Preventative Maintenance & Calibration” (APM&C) work performed on JPA owned Zoll units for a period of two (2) years. The no-cost “APM&C” Service will also be extended to JPA non-provider agencies for a period of one (1) year. The JPA and its non-provider agencies will be responsible for any replacement parts that are needed to complete the APM&C.
4. Following the “no cost” period described in #3 above, the EDHFD fee for “APM&C Service” will be one hundred and fifty (\$150) dollars per unit plus the cost of any parts that may be required.
5. EDHFD technicians are also authorized to conduct repairs on Zoll units. All out of warranty repairs will be billed at a rate of \$75 per hour plus needed parts. Non-Warranty Repairs are not included in the “no-cost” term described in #3 above.
6. EDHFD will perform all service work at the site where the Zoll equipment is normally stationed.
7. EDHFD will maintain a record of the work performed on the Zoll equipment and make copies available to the JPA provider and non-provider agencies.

Assistant Chief Combs requested the following change:

- Replace non-provider agencies with JPA member agencies throughout the contract.

Director Schwab motioned to recommend for approval by the JPA Board the Zoll Technician Agreement with the change noted above. Assistant Chief Hardy seconded the motion which carried unanimously.

#### 4.8 Review CSA 7 Revenue Report

Executive Director Hackett reviewed the CSA 7 revenue report which shows the total actual revenue collected to date of \$5,006,648.

Executive Director Hackett stated that the JPA has not received the Five Year Projection report from the county, but does anticipate receipt of the report prior to the February meeting.

#### 4.9 Review Wittman Revenue Projections

Executive Director Hackett reviewed the report provided by Wittman Enterprises which projects revenue of \$5,997,952.08 in FY 11/12.

#### 4.10 Review JPA FY 12-13 Draft Preliminary Budget

Executive Director Hackett updated the committee on the following items:

- The JPA is tracking approximately 3% below what was budgeted for FY 11/12. If this trend continues then it will result in approximately \$450,000 - \$500,000 needed from reserves.
- AB 678 could potentially bring in \$450,000 in revenue in FY 12/13.
- The EMS Agency is considering an increase in the ambulance rate.
- The 1<sup>st</sup> draft of the preliminary FY 12/13 budget is \$11,303,551.09. Factoring in CSA 7 associated costs of \$638,000 would result in an draft budget of \$11,941,551.09.
- Based on projections the JPA is facing a potential \$900,000 shortfall in FY 12/13.

Due to the potential \$900,000 shortfall, the committee requested that Executive Director Hackett send the districts back their original budget request to determine if there are any areas where additional cost savings can be obtained. The item will be added to the February agenda for further review.

#### **5. Adjournment**

Assistant Chief Hardy motioned to adjourn the meeting at 2:50 p.m. Director Roberts seconded the motion which carried unanimously.

The next meeting will occur on Wednesday, February 1, 2012 at 1:30 p.m. in the conference room at Diamond Springs Fire

**From:** [Sherrie Kelley](#)  
**To:** "[Marty Hackett](#)"  
**Cc:** "[Bob Davis](#)"; "[Chris Couper](#)"; [Curtis Schleth](#); [Dusty Martin](#); [Jeff Michel](#); [Joel Warman](#); [Joshua Huffman](#); [Ricky Branaugh](#); [Rob Poseley](#); [Robert Gill](#); "[Robyn Toy](#)"; [Sherrie Kelley](#); [Spencer Morgan](#)  
**Subject:** Supply Committee Meeting Recap  
**Date:** Wednesday, December 28, 2011 11:57:01 AM

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The following is a recap of the December Supply Committee meeting.

**RECOMMENDATIONS:**

1. Cease linen service and move to disposables for the following items:

Pillow slip  
Twin sheet  
Thermal blanket  
Massage towel (14 x 20)  
Bath towel (24 x 48)  
Bath blanket  
Bio-hazard laundry bag  
Laundry bag

2. Maintain the ability to purchase linen 20 x 40 bath towels.

**JPA ASSIGNMENTS:**

1. Request pricing from Life Assist on a linen 20 x 40 bath towel. (Having the option to purchase this item from Life Assist would eliminate the need for AlSCO service). *\*\* Life Assist provided pricing of \$37.20 case/12 or \$3.10 each for a cotton towel. There is a minimum of 5 cases per order. Life Assist also offers a disposable option that can be included on the master supply list if needed. The cost for disposable is \$54.00 case/100 or \$0.51 each.*
2. Obtain pricing on a better quality disposable twin sheet. Currently item BS928 is on the approved Life Assist supply list. The committee requested that the JPA obtain Life Assist pricing on item BS0588. *\*\* Life Assist provided a price of \$58.50 case/50 or \$1.17 each.*
3. Create a Product Review sub-committee to review new items as they enter the marketplace:  
Membership: One representative from each district  
Process: If/when a new item is identified for a trial review, the staff member will contact the JPA Executive Director who will obtain samples of the product and provide to each member of the sub-committee. Upon conclusion of the trial period, the results will be presented to the Supply Committee for consideration.

Currently the JPA spends approximately \$44,000 annually for linen service. Based on this recommendation from the committee, the cost annually for disposables will be approximately \$27,000, thus resulting in a \$17,000 savings.

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**El Dorado County JPA**  
**Budget Variance Report - Q2 FY11/12**

As of December 31, 2011

<b>Total JPA Budget</b>	10/11 Actual Exp	11/12 Budget	Expended YTD	Balance	% Expended
<b>Class 30: Wages/Benefits</b>					
3000 Regular Employees	4,660,648.89	4,700,614.46	2,263,110.09	2,437,504.37	48.14%
3001 Extra Help	106,880.28	109,700.00	52,965.97	56,734.03	48.28%
3002 Overtime	721,868.24	842,326.08	421,543.73	420,782.35	50.05%
3004 Other Compensation	27,457.27	42,880.00	13,966.22	28,913.78	32.57%
3020 Retirement	1,326,276.76	1,339,534.01	694,586.00	644,948.01	51.85%
3021 Social Security	51,502.44	54,927.73	24,021.62	30,906.11	43.73%
3022 Medicare	67,647.24	69,595.20	33,684.02	35,911.18	48.40%
3040 Health Insurance	770,947.92	773,190.68	414,778.69	358,411.99	53.65%
3040.1 Retiree Health/El Dorado Hills Only	52,592.00	80,600.00	0.00	80,600.00	0.00%
3041 Federal Unemployment Insurance	0.00	50.00	0.00	50.00	0.00%
3042 Disability Insurance	11,377.50	9,528.00	5,140.00	4,388.00	53.95%
3043 Deferred Compensation	29,335.74	43,663.11	13,489.59	30,173.52	30.89%
3044 Vision Insurance	19,136.06	20,000.00	10,184.13	9,815.87	50.92%
3060 Workers' Compensation	326,439.48	330,783.00	139,781.23	191,001.77	42.26%
3080 Life/Flexible Benefits	1,033.20	1,250.00	651.60	598.40	52.13%
<b>Class 30 Total</b>	<b>8,173,143.02</b>	<b>8,418,642.27</b>	<b>4,087,902.89</b>	<b>4,330,739.38</b>	<b>48.56%</b>
<b>Class 40: Services/Supplies</b>					
4020 Clothing	32,455.50	31,235.00	2,258.25	28,976.75	7.23%
4021 Fire Turnouts	4,238.08	9,070.00	193.84	8,876.16	2.14%
4022 Uniforms	3,405.37	4,800.00	1,008.50	3,791.50	21.01%
4040 Communications (Dispatch/cell phones)	847,246.62	1,052,365.00	33,487.57	1,018,877.43	3.18%
4043 Central Dispatch Contract	114.72	0.00	0.00	0.00	No budget
4060 Inservice Food	453.22	950.00	79.93	870.07	8.41%
4080 Household Expense	11,327.51	10,850.00	1,958.26	8,891.74	18.05%
4085 Refuse Disposal	3,121.03	3,280.00	1,567.24	1,712.76	47.78%
4087 Extermination Svc	0.00	300.00	0.00	300.00	0.00%
4100 Insurance	25,584.00	30,000.00	23,966.60	6,033.40	79.89%
4140 Maintenance: Equipment	10,595.98	34,150.00	959.20	33,190.80	2.81%
4141 Maintenance: Office Equipment	0.00	0.00	0.00	0.00	0.00%
4142 Maintenance: Radio	3,300.76	7,325.00	231.80	7,093.20	3.16%
4145 Maintenance: Equip. Parts	0.00	100.00	0.00	100.00	0.00%
4160 Vehicle Maintenance	127,495.78	120,750.00	57,442.20	63,307.80	47.57%
4162 Vehicle Maint: Supplies	19,085.78	16,500.00	16,342.13	157.87	99.04%
4164 Vehicle Maint: Tires/Tubes	17,122.82	21,000.00	6,539.73	14,460.27	31.14%
4165 Vehicle Maint: Oil/Grease	0.00	3,083.00	0.00	3,083.00	0.00%
4180 Maintenance: Bldg & Improvements	2,041.00	2,500.00	3,200.00	-700.00	128.00%
4182 Structures Maintenance	0.00	0.00	0.00	0.00	0.00%
4200 Medical Supplies	450,038.14	409,500.00	213,124.72	196,375.28	52.05%
4220 Memberships	925.00	6,700.00	375.00	6,325.00	5.60%
4260 Office Expense	11,774.06	12,350.00	3,452.63	8,897.37	27.96%
4261 Postage	1,180.01	2,300.00	501.85	1,798.15	21.82%
4263 Subscriptions	0.00	100.00	0.00	100.00	0.00%
4266 Printing	229.49	150.00	87.94	62.06	58.63%
4300 Professional Services	40,305.49	60,000.00	1,307.06	58,692.94	2.18%
4304 Admin Fees	170,000.00	170,000.00	170,000.00	0.00	100.00%
4324 Medical/Dental/Lab/Ambulance	240.00	1,650.00	60.00	1,590.00	3.64%
4400 Publications/Legal Notices	0.00	1,600.00	23.64	1,576.36	1.48%
4420 Rents & Leases/Equipment	1,963.50	3,000.00	949.18	2,050.82	31.64%
4440 Rents & Leases/Buildings	13,200.00	15,000.00	6,600.00	8,400.00	44.00%
4460 Equipment: Small Tools	358.68	700.00	108.73	591.27	15.53%
4461 Equipment: Minor	5,704.05	10,027.00	26.68	10,000.32	0.27%
4462 Equipment: Computers	0.00	1,000.00	0.00	1,000.00	0.00%
4500 Special Department Expense	212.50	11,050.00	79.46	10,970.54	0.72%
4502 Educational Materials	1,157.00	1,025.00	0.00	1,025.00	0.00%
4503 Staff Development (1099)	5,720.00	2,500.00	4,536.95	-2,036.95	181.48%
4540 Staff Development (NOT 1099)	22,768.90	44,000.00	8,653.97	35,346.03	19.67%
4600 Transportation & Travel	1,601.64	6,800.00	1,867.36	4,932.64	27.46%
4602 Mileage Employee Private Auto	367.33	700.00	189.75	510.25	27.11%
4606 Fuel Purchases	150,227.25	149,821.00	72,379.85	77,441.15	48.31%
4620 Utilities	55,364.97	55,148.00	10,647.21	44,500.79	19.31%
<b>Class 40 Total</b>	<b>2,040,926.18</b>	<b>2,313,379.00</b>	<b>644,207.23</b>	<b>1,669,171.77</b>	<b>27.85%</b>
<b>Class 60</b>					
Fixed Assets	384,095.02	245,000.00	87,000.00	158,000.00	35.51%
<b>Class 60 Total</b>	<b>384,095.02</b>	<b>245,000.00</b>	<b>87,000.00</b>	<b>158,000.00</b>	<b>35.51%</b>
<b>Budget Totals</b>					
Class 30	8,173,143.02	8,418,642.27	4,087,902.89	4,330,739.38	48.56%
Class 40	2,040,926.18	2,313,379.00	644,207.23	1,669,171.77	27.85%
Class 60	384,095.02	245,000.00	87,000.00	158,000.00	35.51%
<b>Total</b>	<b>10,598,164.22</b>	<b>10,977,021.27</b>	<b>4,819,110.12</b>	<b>6,157,911.15</b>	<b>43.90%</b>



**EI Dorado County JPA  
Budget Variance Report - Q2 FY11/12**

As of December 31, 2011

<b>JPA Admin</b>	10/11 Actual Exp	11/12 Budget	Expended YTD	Balance	% Expended
<b>Class 30: Wages/Benefits</b>					
3000 Regular Employees	129,166.77	132,864.00	60,816.54	72,047.46	45.77%
3001 Extra Help					
3002 Overtime	13,334.98	0.00	6,345.48	-6,345.48	No budget
3004 Other Compensation	727.27	14,010.00	726.00	13,284.00	5.18%
3020 Retirement					
3021 Social Security	8,932.21	8,900.00	4,209.05	4,690.95	47.29%
3022 Medicare	2,088.99	2,000.00	984.38	1,015.62	49.22%
3040 Health Insurance	86,000.00	95,000.00	0.00	95,000.00	0.00%
3040.1 Retiree Health		1,000.00	0.00	1,000.00	0.00%
3041 Federal Unemployment Insurance					
3042 Disability Insurance					
3043 Deferred Compensation					
3044 Vision Insurance					
3060 Workers' Compensation	1,960.41	2,250.00	1,024.06	1,225.94	45.51%
3080 Life/Flexible Benefits					
<b>Class 30 Total</b>	<b>242,210.63</b>	<b>256,024.00</b>	<b>74,105.51</b>	<b>181,918.49</b>	<b>28.94%</b>
<b>Class 40: Services/Supplies</b>					
4020 Clothing	238.15				
4021 Fire Turnouts					
4022 Uniforms	0.00				
4040 Communications (Dispatch/cell phones)	835,400.52	1,033,300.00	29,962.29	1,003,337.71	2.90%
4043 Central Dispatch Contract	-27.16				
4060 Inservice Food	117.61	100.00	0.00	100.00	0.00%
4080 Household Expense	320.70	400.00	53.34	346.66	13.34%
4085 Refuse Disposal					
4087 Extermination	0.00	250.00	0.00	250.00	0.00%
4100 Insurance	25,584.00	30,000.00	23,807.00	6,193.00	79.36%
4140 Equipment Maintenance	8,951.27	25,000.00	0.00	25,000.00	0.00%
4141 Maintenance: Office Equipment					
4142 Maintenance: Radio/Telephone	2,023.19	3,000.00	0.00	3,000.00	0.00%
4145 Maintenance: Equip. Parts					
4160 Vehicle Maintenance	1,610.29	4,000.00	873.72	3,126.28	21.84%
4162 Vehicle Maintenance: Supplies					
4164 Vehicle Maint: Tires/Tubes					
4165 Vehicle Maint: Oil/Grease					
4180 Maintenance: Bldg & Improvements	2,041.00	2,000.00	300.00	1,700.00	15.00%
4182 Structures Maintenance					
4200 Medical Supplies	30,073.25	35,000.00	31,082.52	3,917.48	88.81%
4220 Memberships	25.00				
4260 Office Expense	6,182.32	6,000.00	2,236.40	3,763.60	37.27%
4261 Postage	1,092.01	2,000.00	501.85	1,498.15	25.09%
4263 Subscriptions					
4266 Printing	229.49		87.94	-87.94	No budget
4300 Professional Services	37,986.20	48,000.00	1,099.58	46,900.42	2.29%
4304 Admin Fees		170,000.00	170,000.00	0.00	100.00%
4324 Medical/Dental/Lab/Ambulance					
4400 Publications/Legal Notices	0.00	1,500.00	0.00	1,500.00	0.00%
4420 Rents & Leases/Equipment	1,963.50	3,000.00	949.18	2,050.82	31.64%
4440 Rents & Leases/Buildings	13,200.00	15,000.00	6,600.00	8,400.00	44.00%
4460 Equipment: Small Tools					
4461 Equipment: Minor	4,126.26	5,000.00	0.00	5,000.00	0.00%
4462 Equipment: Computers	0.00	1,000.00	0.00	1,000.00	0.00%
4500 Special Department Expense	0.00	10,000.00	0.00	10,000.00	0.00%
4502 Educational Materials					
4503 Staff Development (1099)	1,200.00	500.00	1,036.95	-536.95	207.39%
4540 Staff Development (NOT 1099)	5,636.49	15,000.00	1,324.45	13,675.55	8.83%
4600 Transportation & Travel	1,454.64	1,500.00	1,801.38	-301.38	120.09%
4602 Mileage Employee Private Auto	367.33	700.00	189.75	510.25	27.11%
4606 Fuel Purchases	1,896.01	5,000.00	779.78	4,220.22	15.60%
4620 Utilities	2,345.26	2,000.00	1,072.62	927.38	53.63%
<b>Class 40 Total</b>	<b>984,037.33</b>	<b>1,419,250.00</b>	<b>273,758.75</b>	<b>1,145,491.25</b>	<b>19.29%</b>
<b>Class 60</b>					
Fixed Assets	384,095.02	245,000.00	87,000.00	158,000.00	35.51%
<b>Class 60 Total</b>	<b>384,095.02</b>	<b>245,000.00</b>	<b>87,000.00</b>	<b>158,000.00</b>	<b>35.51%</b>
<b>Budget Totals</b>					
Class 30	242,210.63	256,024.00	74,105.51	181,918.49	28.94%
Class 40	984,037.33	1,419,250.00	273,758.75	1,145,491.25	19.29%
Class 60	384,095.02	245,000.00	87,000.00	158,000.00	35.51%
<b>Total</b>	<b>1,610,342.98</b>	<b>1,920,274.00</b>	<b>434,864.26</b>	<b>1,485,409.74</b>	<b>22.65%</b>

**El Dorado County JPA  
Budget Variance Report - Q2 FY11/12**

As of December 31, 2011

<b>El Dorado County Fire</b>	10/11 Actual Exp	11/12 Budget	Expended YTD	Balance	% Expended
<b>Class 30: Wages/Benefits</b>					
3000 Regular Employees	2,179,962.85	2,100,000.00	1,041,560.39	1,058,439.61	49.60%
3001 Extra Help	12,348.00	20,000.00	3,444.00	16,556.00	17.22%
3002 Overtime	325,603.39	615,000.00	252,567.50	362,432.50	41.07%
3004 Other Compensation	20,580.00	19,600.00	980.00	18,620.00	5.00%
3020 Retirement	817,660.35	780,000.00	430,498.22	349,501.78	55.19%
3021 Social Security	803.02	1,000.00	219.73	780.27	21.97%
3022 Medicare	37,304.75	38,000.00	18,828.98	19,171.02	49.55%
3040 Health Insurance	450,787.00	415,000.00	248,718.14	166,281.86	59.93%
3040.1 Retiree Health					
3041 Federal Unemployment Insurance					
3042 Disability Insurance	7,789.50	6,000.00	3,598.00	2,402.00	59.97%
3043 Deferred Compensation					
3044 Vision Insurance EDCO Fire	5,961.60	6,500.00	2,933.73	3,566.27	45.13%
3060 Workers' Compensation	133,947.00	150,000.00	81,464.00	68,536.00	54.31%
3080 Life/Flexible Benefits					
<b>Class 30 Total</b>	<b>3,992,747.46</b>	<b>4,151,100.00</b>	<b>2,084,812.69</b>	<b>2,066,287.31</b>	<b>50.22%</b>
<b>Class 40: Services/Supplies</b>					
4020 Clothing	27,339.61	27,500.00	0.00	27,500.00	0.00%
4021 Fire Turnouts					
4022 Uniforms					
4040 Communications (Dispatch/cell phone)	4,457.04	10,625.00	398.62	10,226.38	3.75%
4043 Central Dispatch Contract					
4060 Inservice Food	19.14	500.00	79.93	420.07	15.99%
4080 Household Expense	3,757.80	3,750.00	0.00	3,750.00	0.00%
4085 Refuse Disposal					
4087 Extermination					
4100 Insurance		0.00	159.60	-159.60	No budget
4140 Equipment Maintenance	0.00	6,250.00	842.43	5,407.57	13.48%
4141 Maintenance: Office Equipment					
4142 Radio Maintenance	650.85	1,875.00	151.10	1,723.90	8.06%
4145 Maintenance: Equip. Parts					
4160 Vehicle Maintenance	100,469.37	78,750.00	38,082.39	40,667.61	48.36%
4162 Vehicle Maint: Supplies					
4164 Vehicle Maint: Tires/Tubes	15,191.81	15,000.00	4,450.99	10,549.01	29.67%
4165 Vehicle Maint: Oil/Grease					
4180 Maintenance: Bldg & Improvements					
4182/4197 Structure Maintenance					
4200 Medical Supplies	208,864.27	187,500.00	84,875.85	102,624.15	45.27%
4220 Memberships	0.00	2,750.00	0.00	2,750.00	0.00%
4260 Office Expense	3,246.59	3,125.00	0.00	3,125.00	0.00%
4261 Postage					
4263 Subscriptions					
4266 Printing					
4300 Professional Services	519.93	5,000.00	0.00	5,000.00	0.00%
4304 Admin Fees	90,000.00				
4324 Medical/Dental/Lab/Ambulance					
4400 Publications/Legal Notices					
4420 Rents & Leases/Equipment					
4440 Rents & Leases/Buildings					
4460 Equipment: Small Tools					
4461 Equipment: Minor	485.19	2,625.00	26.68	2,598.32	1.02%
4462 Equipment: Computers					
4500 Special Department Expense					
4502 Educational Materials					
4503 Staff Development (1099)	2,880.00		3,500.00	-3,500.00	No budget
4540 Staff Development (NOT 1099)	4,775.05	18,000.00	1,441.41	16,558.59	8.01%
4600 Transportation & Travel	10.00	2,800.00	16.00	2,784.00	0.57%
4602 Mileage Employee Private Auto					
4606 Fuel Purchases	79,153.08	72,500.00	34,962.66	37,537.34	48.22%
4620 Utilities	26,250.00	26,250.00	0.00	26,250.00	0.00%
<b>Class 40 Total</b>	<b>568,069.73</b>	<b>464,800.00</b>	<b>168,987.66</b>	<b>295,812.34</b>	<b>36.36%</b>
<b>Budget Totals</b>					
Class 30	3,992,747.46	4,151,100.00	2,084,812.69	2,066,287.31	50.22%
Class 40	568,069.73	464,800.00	168,987.66	295,812.34	36.36%
<b>Total</b>	<b>4,560,817.19</b>	<b>4,615,900.00</b>	<b>2,253,800.35</b>	<b>2,362,099.65</b>	<b>48.83%</b>

**El Dorado County JPA  
Budget Variance Report - Q2 FY11/12**

As of December 31, 2011

<b>Diamond Springs Fire</b>	10/11 Actual Exp	11/12 Budget	Expended YTD	Balance	% Expended
<b>Class 30: Wages/Benefits</b>					
3000 Regular Employees	521,680.79	532,416.46	258,931.89	273,484.57	48.63%
3001 Extra Help	68,827.73	58,500.00	31,521.22	26,978.78	53.88%
3002 Overtime	45,238.00	46,086.08	29,468.11	16,617.97	63.94%
3004 Other Compensation	3,150.00	3,150.00	3,150.00	0.00	100.00%
3020 Retirement	166,349.76	195,862.01	96,198.62	99,663.39	49.12%
3021 Social Security	40,158.39	41,027.73	18,433.39	22,594.34	44.93%
3022 Medicare	9,528.32	9,595.20	4,835.50	4,759.70	50.39%
3040 Health Insurance	90,368.51	105,690.68	84,243.12	21,447.56	79.71%
3040.1 Retiree Health					
3041 Federal Unemployment Insurance	0.00	50.00	0.00	50.00	0.00%
3042 Disability Insurance	1,164.00	864.00	840.00	24.00	97.22%
3043 Deferred Compensation	22,478.08	24,735.11	10,412.05	14,323.06	42.09%
3044 Vision Insurance EDCO Fire					
3060 Workers' Compensation	115,860.00	86,520.00	18,520.00	68,000.00	21.41%
3080 Life/Flexible Benefits	486.00	700.00	378.00	322.00	54.00%
<b>Class 30 Total</b>	<b>1,085,289.58</b>	<b>1,105,197.27</b>	<b>556,931.90</b>	<b>548,265.37</b>	<b>50.39%</b>
<b>Class 40: Services/Supplies</b>					
4020 Clothing	0.00	235.00	0.00	235.00	0.00%
4021 Fire Turnouts	279.38	800.00	193.84	606.16	24.23%
4022 Uniforms					
4040 Communications (Dispatch/cell phones)	2,380.82	2,640.00	328.71	2,311.29	12.45%
4043 Central Dispatch Contract	141.88				
4060 Inservice Food		150.00			
4080 Household Expense	5,230.16	4,000.00	804.92	3,195.08	20.12%
4085 Refuse Disposal	896.46	800.00	409.43	390.57	51.18%
4087 Extermination	0.00	50.00	0.00	50.00	0.00%
4100 Insurance					
4140 Equipment Maintenance	0.00	300.00	0.00	300.00	0.00%
4141 Maintenance: Office Equipment					
4142 Maintenance: Radio/Telephone	27.05	500.00	0.00	500.00	0.00%
4145 Maintenance: Equip. Parts					
4160 Vehicle Maintenance	683.60	0.00	4,341.26	-4,341.26	No budget
4162 Vehicle Maintenance: Supplies	11,774.32	11,500.00	7,169.62	4,330.38	62.34%
4164 Vehicle Maint: Tires/Tubes	1,931.01				
4165 Vehicle Maint: Oil/Grease	0.00	2,483.00	0.00	2,483.00	0.00%
4180 Maintenance: Bldg & Improvements	0.00	500.00	2,900.00	-2,400.00	580.00%
4182 Structures Maintenance					
4200 Medical Supplies	50,856.79	42,000.00	22,317.95	19,682.05	53.14%
4220 Memberships	0.00	3,500.00	0.00	3,500.00	0.00%
4260 Office Expense	225.90	500.00	0.00	500.00	0.00%
4261 Postage	0.00	150.00	0.00	150.00	0.00%
4263 Subscriptions					
4266 Printing					
4300 Professional Services	73.36	1,500.00	0.00	1,500.00	0.00%
4304 Admin Fees	20,000.00				
4324 Medical/Dental/Lab/Ambulance	0.00	1,500.00	0.00	1,500.00	0.00%
4400 Publications/Legal Notices					
4420 Rents & Leases/Equipment					
4440 Rents & Leases/Buildings					
4460 Equipment: Small Tools	267.46	500.00	108.73	391.27	21.75%
4461 Equipment: Minor	0.00	652.00	0.00	652.00	0.00%
4462 Equipment: Computers					
4500 Special Department Expense	0.00				
4502 Educational Materials					
4503 Staff Development (1099)	1,590.00	2,000.00	0.00	2,000.00	0.00%
4540 Staff Development (NOT 1099)	815.00		377.00	-377.00	No budget
4600 Transportation & Travel		1,000.00	0.00	1,000.00	0.00%
4602 Mileage Employee Private Auto	0.00				
4606 Fuel Purchases	27,494.50	24,500.00	11,619.51	12,880.49	47.43%
4620 Utilities	7,221.81	7,000.00	2,899.59	4,100.41	41.42%
<b>Class 40 Total</b>	<b>131,889.50</b>	<b>108,760.00</b>	<b>53,470.56</b>	<b>55,289.44</b>	<b>49.16%</b>
<b>Budget Totals</b>					
Class 30	1,085,289.58	1,105,197.27	556,931.90	548,265.37	50.39%
Class 40	131,889.50	108,760.00	53,470.56	55,289.44	49.16%
<b>Total</b>	<b>1,217,179.08</b>	<b>1,213,957.27</b>	<b>610,402.46</b>	<b>603,554.81</b>	<b>50.28%</b>

**El Dorado County JPA  
Budget Variance Report - Q2 FY11/12**

As of December 31, 2011

<b>Georgetown Fire</b>	<b>10/11 Actual Exp</b>	<b>11/12 Budget</b>	<b>Expended YTD</b>	<b>Balance</b>	<b>% Expended</b>
<b>Class 30: Wages/Benefits</b>					
3000 Regular Employees	448,301.38	482,424.00	202,239.52	280,184.48	41.92%
3001 Extra Help	25,704.55	31,200.00	18,000.75	13,199.25	57.69%
3002 Overtime	164,468.95	71,240.00	63,384.05	7,855.95	88.97%
3004 Other Compensation	0.00	3,120.00	6,110.22	-2,990.22	195.84%
3020 Retirement	148,492.23	173,672.00	71,694.71	101,977.29	41.28%
3021 Social Security	1,608.82	4,000.00	1,159.45	2,840.55	28.99%
3022 Medicare	8,026.75	10,000.00	4,034.32	5,965.68	40.34%
3040 Health Insurance	66,461.77	73,800.00	34,646.57	39,153.43	46.95%
3040.1 Retiree Health		9,600.00	0.00	9,600.00	0.00%
3041 Federal Unemployment Insurance					
3042 Disability Insurance	1,020.00	1,260.00	0.00	1,260.00	0.00%
3043 Deferred Compensation	6,857.66	18,928.00	3,077.54	15,850.46	16.26%
3044 Vision Insurance EDCO Fire	1,294.46	1,500.00	530.40	969.60	35.36%
3060 Workers' Compensation	34,924.00	48,013.00	18,002.00	30,011.00	37.49%
3080 Life/Flexible Benefits					
<b>Class 30 Total</b>	<b>907,160.57</b>	<b>928,757.00</b>	<b>422,879.53</b>	<b>505,877.47</b>	<b>45.53%</b>
<b>Class 40: Services/Supplies</b>					
4020 Clothing	4,335.69	1,500.00	2,010.41	-510.41	134.03%
4021 Fire Turnouts	0.00	4,270.00	0.00	4,270.00	0.00%
4022 Uniforms	3,405.37	4,800.00	1,008.50	3,791.50	21.01%
4040 Communications (Dispatch/cell phones)	1,099.78	1,900.00	1,047.78	852.22	55.15%
4043 Central Dispatch Contract					
4060 Inservice Food	316.47	200.00	0.00	200.00	0.00%
4080 Household Expense	19.85	500.00	0.00	500.00	0.00%
4085 Refuse Disposal	2,224.57	2,480.00	1,157.81	1,322.19	46.69%
4087 Extermination					
4100 Insurance					
4140 Equipment Maintenance	26.67	1,200.00	0.00	1,200.00	0.00%
4141 Maintenance: Office Equipment					
4142 Maintenance: Radio/Telephone	0.00	700.00	0.00	700.00	0.00%
4145 Maintenance: Equip. Parts	0.00	100.00	0.00	100.00	0.00%
4160 Vehicle Maintenance	95.00	6,000.00	280.00	5,720.00	4.67%
4162 Vehicle Maintenance: Supplies	7,311.46	5,000.00	9,172.51	-4,172.51	183.45%
4164 Vehicle Maint: Tires/Tubes	0.00	6,000.00	2,088.74	3,911.26	34.81%
4165 Vehicle Maint: Oil/Grease	0.00	600.00	0.00	600.00	0.00%
4180 Maintenance: Bldg & Improvements					
4182 Structures Maintenance					
4200 Medical Supplies	37,599.88	35,000.00	15,818.63	19,181.37	45.20%
4220 Memberships	900.00	450.00	375.00	75.00	83.33%
4260 Office Expense	220.25	825.00	266.23	558.77	32.27%
4261 Postage	88.00	150.00	0.00	150.00	0.00%
4263 Subscriptions	0.00	100.00	0.00	100.00	0.00%
4266 Printing	0.00	150.00	0.00	150.00	0.00%
4300 Professional Services	795.00	4,500.00	207.48	4,292.52	4.61%
4304 Admin Fees	20,000.00				
4324 Medical/Dental/Lab/Ambulance	240.00	150.00	60.00	90.00	40.00%
4400 Publications/Legal Notices	0.00	100.00	23.64	76.36	23.64%
4420 Rents & Leases/Equipment					
4440 Rents & Leases/Buildings					
4460 Equipment: Small Tools	91.22	200.00	0.00	200.00	0.00%
4461 Equipment: Minor	206.84	750.00	0.00	750.00	0.00%
4462 Equipment: Computers					
4500 Special Department Expense	212.50	550.00	79.46	470.54	14.45%
4502 Educational Materials	1,157.00	1,025.00	0.00	1,025.00	0.00%
4503 Staff Development (1099)	50.00				
4540 Staff Development (NOT 1099)	3,738.00	4,000.00	1,161.11	2,838.89	29.03%
4600 Transportation & Travel	27.00	500.00	49.98	450.02	10.00%
4602 Mileage Employee Private Auto					
4606 Fuel Purchases	13,011.77	14,821.00	6,474.22	8,346.78	43.68%
4620 Utilities	6,548.00	6,548.00	0.00	6,548.00	0.00%
<b>Class 40 Total</b>	<b>103,720.32</b>	<b>105,069.00</b>	<b>41,281.50</b>	<b>63,787.50</b>	<b>39.29%</b>
<b>Budget Totals</b>					
Class 30	907,160.57	928,757.00	422,879.53	505,877.47	45.53%
Class 40	103,720.32	105,069.00	41,281.50	63,787.50	39.29%
<b>Total</b>	<b>1,010,880.89</b>	<b>1,033,826.00</b>	<b>464,161.03</b>	<b>569,664.97</b>	<b>44.90%</b>

**El Dorado County JPA  
Budget Variance Report - Q2 FY11/12**

As of December 31, 2011

<b>Cameron Park Fire</b>	10/11 Actual Exp	11/12 Budget	Expended YTD	Balance	% Expended
<b>Class 30: Wages/Benefits</b>					
3000 Regular Employees	816,937.49	902,910.00	424,455.00	478,455.00	47.01%
3001 Extra Help					
3002 Overtime					
3004 Other Compensation					
3020 Retirement					
3021 Social Security					
3022 Medicare					
3040 Health Insurance					
3040.1 Retiree Health					
3041 Unemployment Insurance					
3042 Disability Insurance					
3043 Deferred Compensation					
3044 Vision Insurance EDCO Fire					
3060 Workers' Compensation					
3080 Life/Flexible Benefits					
<b>Class 30 Total</b>	<b>816,937.49</b>	<b>902,910.00</b>	<b>424,455.00</b>	<b>478,455.00</b>	<b>47.01%</b>
<b>Class 40: Services/Supplies</b>					
4020 Clothing					
4021 Fire Turnouts	3,958.70	4,000.00	0.00	4,000.00	0.00%
4022 Uniforms					
4040 Communications (Dispatch/cell phones)	908.46	900.00	250.17	649.83	27.80%
4043 Central Dispatch Contract					
4060 Inservice Food					
4080 Household Expense	999.00	1,200.00	600.00	600.00	50.00%
4085 Refuse Disposal					
4087 Extermination					
4100 Insurance					
4140 Equipment Maintenance	489.69	500.00	0.00	500.00	0.00%
4141 Maintenance: Office Equipment					
4142 Maint: Telephone/Radio	599.67	500.00	0.00	500.00	0.00%
4145 Maintenance: Equip. Parts					
4160 Vehicle Maintenance	19,527.09	20,000.00	6,279.19	13,720.81	31.40%
4162 Vehicle Maint: Supplies					
4164 Vehicle Maint: Tires/Tubes					
4165 Vehicle Maint: Oil/Grease					
4180 Maintenance: Bldg & Improvements					
4182 Structures Maintenance					
4200 Medical Supplies	60,690.29	50,000.00	30,758.51	19,241.49	61.52%
4220 Memberships					
4260 Office Expense	999.00	1,000.00	500.00	500.00	50.00%
4261 Postage					
4263 Subscriptions	0.00				
4266 Printing					
4300 Professional Services					
4304 Admin Fees	20,000.00				
4324 Medical/Dental/Lab/Ambulance					
4400 Publications/Legal Notices					
4420 Rents & Leases/Equipment					
4440 Rents & Leases/Buildings					
4460 Equipment: Small Tools					
4461 Equipment: Minor	885.76	1,000.00	0.00	1,000.00	0.00%
4462 Equipment: Computers					
4500 Special Department Expense					
4502 Educational Materials					
4503 Staff Development (1099)					
4540 Staff Development (NOT 1099)	3,991.46	4,000.00	1,350.00	2,650.00	33.75%
4600 Transportation & Travel		1,000.00	0.00	1,000.00	0.00%
4602 Mileage Employee Private Auto					
4606 Fuel Purchases	16,319.92	20,000.00	10,611.58	9,388.42	53.06%
4620 Utilities	6,999.90	7,350.00	3,675.00	3,675.00	50.00%
<b>Class 40 Total</b>	<b>136,368.94</b>	<b>111,450.00</b>	<b>54,024.45</b>	<b>57,425.55</b>	<b>48.47%</b>
<b>Budget Totals</b>					
Class 30	816,937.49	902,910.00	424,455.00	478,455.00	47.01%
Class 40	136,368.94	111,450.00	54,024.45	57,425.55	48.47%
<b>Total</b>	<b>953,306.43</b>	<b>1,014,360.00</b>	<b>478,479.45</b>	<b>535,880.55</b>	<b>47.17%</b>

**El Dorado County JPA  
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<b>El Dorado Hills Fire</b>	10/11 Actual Exp	11/12 Budget	Expended YTD	Balance	% Expended
<b>Class 30: Wages/Benefits</b>					
3000 Regular Employees	564,599.61	550,000.00	275,106.75	274,893.25	50.02%
3001 Extra Help					
3002 Overtime	173,222.92	110,000.00	69,778.59	40,221.41	63.44%
3004 Other Compensation	3,000.00	3,000.00	3,000.00	0.00	100.00%
3020 Retirement	193,774.42	190,000.00	96,194.45	93,805.55	50.63%
3021 Social Security					
3022 Medicare	10,698.43	10,000.00	5,000.84	4,999.16	50.01%
3040 Health Insurance	77,330.64	83,700.00	47,170.86	36,529.14	56.36%
3040.1 Retiree Health	52,592.00	70,000.00	0.00	70,000.00	0.00%
3041 Federal Unemployment Insurance					
3042 Disability Insurance	1,404.00	1,404.00	702.00	702.00	50.00%
3043 Deferred Compensation					
3044 Vision Insurance EDCO Fire	11,880.00	12,000.00	6,720.00	5,280.00	56.00%
3060 Workers' Compensation	39,748.07	44,000.00	20,771.17	23,228.83	47.21%
3080 Life/Flexible Benefits	547.20	550.00	273.60	276.40	49.75%
<b>Class 30 Total</b>	<b>1,128,797.29</b>	<b>1,074,654.00</b>	<b>524,718.26</b>	<b>549,935.74</b>	<b>48.83%</b>
<b>Class 40: Services/Supplies</b>					
4020 Clothing	542.05	2,000.00	247.84	1,752.16	12.39%
4021 Fire Turnouts					
4022 Uniforms					
4040 Communications (Dispatch/cell phones)	3,000.00	3,000.00	1,500.00	1,500.00	50.00%
4043 Central Dispatch Contract					
4060 Inservice Food					
4080 Household Expense	1,000.00	1,000.00	500.00	500.00	50.00%
4085 Refuse Disposal					
4087 Extermination					
4100 Insurance					
4140 Equipment Maintenance	1,128.35	900.00	116.77	783.23	12.97%
4141 Maintenance: Office Equipment					
4142 Maintenance: Radio/Telephone	0.00	750.00	80.70	669.30	10.76%
4145 Maintenance: Equip. Parts					
4160 Vehicle Maintenance	5,110.43	12,000.00	7,585.64	4,414.36	63.21%
4162 Vehicle Maintenance: Supplies					
4164 Vehicle Maint: Tires/Tubes					
4165 Vehicle Maint: Oil/Grease					
4180 Maintenance: Bldg & Improvements					
4182 Structures Maintenance					
4200 Medical Supplies	61,953.66	60,000.00	28,271.26	31,728.74	47.12%
4220 Memberships					
4260 Office Expense	900.00	900.00	450.00	450.00	50.00%
4261 Postage					
4263 Subscriptions					
4266 Printing					
4300 Professional Services	931.00	1,000.00	0.00	1,000.00	0.00%
4304 Admin Fees	20,000.00				
4324 Medical/Dental/Lab/Ambulance					
4400 Publications/Legal Notices					
4420 Rents & Leases/Equipment					
4440 Rents & Leases/Buildings					
4460 Equipment: Small Tools					
4461 Equipment: Minor	0.00				
4462 Equipment: Computers					
4500 Special Department Expense	0.00	500.00	0.00	500.00	0.00%
4502 Educational Materials					
4503 Staff Development (1099)					
4540 Staff Development (NOT 1099)	3,812.90	3,000.00	3,000.00	0.00	100.00%
4600 Transportation & Travel	110.00				
4602 Mileage Employee Private Auto					
4606 Fuel Purchases	12,351.97	13,000.00	7,932.10	5,067.90	61.02%
4620 Utilities	6,000.00	6,000.00	3,000.00	3,000.00	50.00%
<b>Class 40 Total</b>	<b>116,840.36</b>	<b>104,050.00</b>	<b>52,684.31</b>	<b>51,365.69</b>	<b>50.63%</b>
<b>Budget Totals</b>					
Class 30	1,128,797.29	1,074,654.00	524,718.26	549,935.74	48.83%
Class 40	116,840.36	104,050.00	52,684.31	51,365.69	50.63%
<b>Total</b>	<b>1,245,637.65</b>	<b>1,178,704.00</b>	<b>577,402.57</b>	<b>601,301.43</b>	<b>48.99%</b>

**EI Dorado County JPA  
Budget Variance Report - Q2 FY11/12**

As of December 31, 2011

<b>Non-Provider Districts</b>	2010-11 Actual Expenses	2011-12 Budget	Expended Year to Date	Balance	% Expended
<b>CAL FIRE</b>					
4200 Medical	\$1,819.63	\$5,500.00	\$1,682.34	\$3,817.66	30.59%
4540 Staff Development	\$0.00	\$2,000.00	\$0.00	\$2,000.00	
<b>Total</b>	<b>\$1,819.63</b>	<b>\$7,500.00</b>	<b>\$1,682.34</b>	<b>\$5,817.66</b>	<b>22.43%</b>
<b>Garden Valley</b>					
4200 Medical	\$5,161.87	\$7,500.00	\$2,784.76	\$4,715.24	37.13%
4540 Staff Development	\$2,550.09	\$3,000.00	\$0.00	\$3,000.00	0.00%
<b>Total</b>	<b>\$7,711.96</b>	<b>\$10,500.00</b>	<b>\$2,784.76</b>	<b>\$7,715.24</b>	<b>26.52%</b>
<b>Latrobe</b>					
4200 Medical	\$998.86	\$3,000.00	\$223.00	\$2,777.00	7.43%
4540 Staff Development	\$0.00	\$1,500.00	\$0.00	\$1,500.00	0.00%
<b>Total</b>	<b>\$998.86</b>	<b>\$4,500.00</b>	<b>\$223.00</b>	<b>\$4,277.00</b>	<b>4.96%</b>
<b>Mosquito</b>					
4200 Medical	\$2,051.74	\$3,500.00	\$1,699.50	\$1,800.50	48.56%
4540 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>	<b>\$2,051.74</b>	<b>\$3,500.00</b>	<b>\$1,699.50</b>	<b>\$1,800.50</b>	<b>48.56%</b>
<b>Pioneer</b>					
4200 Medical	\$6,762.66	\$5,500.00	\$3,632.89	\$1,867.11	66.05%
4540 Staff Development	\$180.00	\$2,000.00	\$0.00	\$2,000.00	0.00%
<b>Total</b>	<b>\$6,942.66</b>	<b>\$7,500.00</b>	<b>\$3,632.89</b>	<b>\$3,867.11</b>	<b>48.44%</b>
<b>Rescue</b>					
4200 Medical	\$6,233.82	\$5,500.00	\$5,651.46	-\$151.46	102.75%
4540 Staff Development	\$271.00	\$2,000.00	\$550.00	\$1,450.00	27.50%
<b>Total</b>	<b>\$6,504.82</b>	<b>\$7,500.00</b>	<b>\$6,201.46</b>	<b>\$1,298.54</b>	<b>82.69%</b>
<b>Non-Provider Dist Totals</b>	2010-11 Actual Expenses	2010-11 Budget	Expended Year to Date	Balance	% Expended
4200 Medical	\$23,028.58	\$30,500.00	\$15,673.95	\$14,826.05	51.39%
4540 Staff Development	\$3,001.09	\$10,500.00	\$550.00	\$9,950.00	5.24%
<b>Grand Total</b>	<b>\$26,029.67</b>	<b>\$41,000.00</b>	<b>\$16,223.95</b>	<b>\$24,776.05</b>	<b>39.57%</b>

JPA Budget - FY 2012/13 Preliminary Budget - Draft 2

Item 4.5

Class 30: Wages/Benefits	JPA FY 11/12 Budget	JPA FY 12/13 Budget	El Dorado County Fire	Diamond Springs Fire	Georgetown Fire	Cameron Park Fire	El Dorado Hills Fire	JPA Admin
3000 Reg. Employees	\$4,700,614.46	\$4,798,555.87	2,142,000.00	524,029.87	482,424.00	903,253.00	555,000.00	191,849.00
3001 Extra Help	\$109,700.00	\$109,700.00	20,000.00	58,500.00	31,200.00	0.00	0.00	0.00
3002 Overtime	\$842,326.08	\$856,164.45	615,000.00	45,924.45	71,240.00	0.00	120,000.00	4,000.00
3004 Other Comp	\$42,880.00	\$48,000.00	19,600.00	3,150.00	3,120.00	0.00	3,000.00	19,130.00
3020 Retirement	\$1,339,534.01	\$1,372,583.79	780,000.00	201,461.79	173,672.00	0.00	190,000.00	27,450.00
3021 Social Security	\$54,927.73	\$58,153.59	1,000.00	40,473.59	4,000.00	0.00	0.00	12,680.00
3022 Medicare	\$69,595.20	\$70,305.60	38,000.00	9,465.60	10,000.00	0.00	10,000.00	2,840.00
3040 Health Ins.	\$773,190.68	\$837,637.31	448,200.00	107,437.31	73,800.00	0.00	100,000.00	108,200.00
3040.1 Retiree Health	\$79,600.00	\$74,600.00	0.00	0.00	9,600.00	0.00	65,000.00	0.00
3041 Fed. Unempl.	\$1,050.00	\$1,050.00	0.00	50.00	0.00	0.00	0.00	1,000.00
3042 Disability Ins.	\$9,528.00	\$9,528.00	6,000.00	864.00	1,260.00	0.00	1,404.00	0.00
3043 Deferred Comp.	\$43,663.11	\$43,273.48	0.00	24,345.48	18,928.00	0.00	0.00	0.00
3044 Vision Insurance	\$20,000.00	\$25,000.00	6,500.00	0.00	1,500.00	0.00	13,500.00	3,500.00
3060 Workers' Comp	\$330,783.00	\$335,393.00	150,000.00	86,520.00	48,013.00	0.00	40,000.00	10,860.00
3080 Life/Flexible Benefits	\$1,250.00	\$1,250.00	0.00	700.00	0.00	0.00	550.00	0.00
<b>CLASS 30: TOTALS</b>	<b>\$8,418,642.27</b>	<b>\$8,641,195.09</b>	<b>\$4,226,300.00</b>	<b>\$1,102,922.09</b>	<b>\$928,757.00</b>	<b>\$903,253.00</b>	<b>\$1,098,454.00</b>	<b>\$381,509.00</b>

Class 40: Serv/Supplies	JPA FY 11/12 Budget	JPA FY 12/13 Budget	El Dorado County Fire	Diamond Springs Fire	Georgetown Fire	Cameron Park Fire	El Dorado Hills Fire	JPA Admin
4020 Clothing	\$31,235.00	\$31,985.00	27,500.00	235.00	1,500.00	0.00	2,000.00	750.00
4021 Fire Turnouts	\$9,070.00	\$8,870.00	0.00	600.00	4,270.00	4,000.00	0.00	0.00
4022 Uniforms	\$4,800.00	\$4,800.00	0.00	0.00	4,800.00	0.00	0.00	0.00
4040 Communications	\$1,052,365.00	\$1,079,925.00	10,625.00	2,000.00	1,900.00	900.00	3,000.00	1,061,500.00
4060 Inservice Food	\$950.00	\$800.00	500.00	0.00	200.00	0.00	0.00	100.00
4080 Household Exp.	\$10,850.00	\$10,850.00	3,750.00	4,000.00	500.00	1,200.00	1,000.00	400.00
4085 Refuse Disposal	\$3,280.00	\$3,280.00	0.00	800.00	2,480.00	0.00	0.00	0.00
4087 Extermination	\$300.00	\$300.00	0.00	50.00	0.00	0.00	0.00	250.00
4100 Insurance	\$30,000.00	\$30,000.00	0.00	0.00	0.00	0.00	0.00	30,000.00
4140 Maint: Equip.	\$33,650.00	\$28,350.00	6,250.00	300.00	900.00	0.00	900.00	20,000.00
4141 Maint: Office Equip	\$500.00	\$500.00	0.00	0.00	0.00	500.00	0.00	0.00
4142 Maint: Radio	\$7,325.00	\$7,175.00	1,875.00	500.00	700.00	600.00	500.00	3,000.00
4145 Maint: Equip. Prts	\$100.00	\$100.00	0.00	0.00	100.00	0.00	0.00	0.00
4160 Vehicle Maint	\$120,750.00	\$116,250.00	78,750.00	0.00	5,500.00	20,000.00	10,000.00	2,000.00
4162 Veh Maint:Sup	\$16,500.00	\$16,500.00	0.00	11,500.00	5,000.00	0.00	0.00	0.00
4164 Veh Maint: Tires	\$21,000.00	\$21,000.00	15,000.00	0.00	6,000.00	0.00	0.00	0.00
4165 Veh Maint: Oils	\$3,083.00	\$3,083.00	0.00	2,483.00	600.00	0.00	0.00	0.00
4180 Maint: Bldg/Imp	\$2,500.00	\$2,500.00	0.00	500.00	0.00	0.00	0.00	2,000.00
4182 Structures Maint	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00
4200 Medical Supplies	\$409,500.00	\$410,500.00	187,500.00	42,000.00	35,000.00	50,000.00	60,000.00	36,000.00
4220 Memberships	\$6,700.00	\$6,700.00	2,750.00	3,500.00	450.00	0.00	0.00	0.00
4260 Office Expense	\$12,350.00	\$12,850.00	3,125.00	500.00	825.00	1,000.00	900.00	6,500.00
4261 Postage	\$2,300.00	\$2,300.00	0.00	150.00	150.00	0.00	0.00	2,000.00
4263 Subscriptions	\$100.00	\$100.00	0.00	0.00	100.00	0.00	0.00	0.00
4266 Printing	\$150.00	\$150.00	0.00	0.00	150.00	0.00	0.00	0.00
4300 Professional Serv	\$60,000.00	\$14,000.00	5,000.00	1,500.00	1,500.00	0.00	1,000.00	5,000.00
4304 Admin Fees	\$170,000.00	\$180,244.00	0.00	0.00	0.00	0.00	0.00	180,244.00
4324 Medical	\$1,650.00	\$1,650.00	0.00	1,500.00	150.00	0.00	0.00	0.00
4400 Publicat/Legal	\$1,600.00	\$1,600.00	0.00	0.00	100.00	0.00	0.00	1,500.00
4420 Rent/Lease/Equip	\$3,000.00	\$3,000.00	0.00	0.00	0.00	0.00	0.00	3,000.00
4440 Rent/Lease/Bldg	\$15,000.00	\$15,000.00	0.00	0.00	0.00	0.00	0.00	15,000.00
4460 Equip: Sm Tool	\$700.00	\$200.00	0.00	0.00	200.00	0.00	0.00	0.00
4461 Equipment: Minor	\$10,027.00	\$9,527.00	2,625.00	652.00	250.00	1,000.00	0.00	5,000.00
4462 Equip: Computers	\$1,000.00	\$1,500.00	0.00	0.00	0.00	0.00	0.00	1,500.00
4500 Special Dept Exp	\$11,050.00	\$6,050.00	0.00	0.00	550.00	0.00	500.00	5,000.00
4502 Educ Materials	\$1,025.00	\$1,025.00	0.00	0.00	1,025.00	0.00	0.00	0.00
4503 Staff Development	\$2,500.00	\$3,000.00	0.00	2,000.00	0.00	0.00	0.00	1,000.00
4540 Staff Development	\$44,000.00	\$44,500.00	18,000.00	0.00	4,000.00	4,000.00	3,000.00	15,500.00
4600 Transport/Travel	\$6,800.00	\$7,300.00	2,800.00	1,000.00	500.00	1,000.00	0.00	2,000.00
4602 Mile Emp Prv Auto	\$700.00	\$700.00	0.00	0.00	0.00	0.00	0.00	700.00
4606 Fuel Purchases	\$149,821.00	\$147,821.00	72,500.00	24,500.00	14,821.00	20,000.00	14,000.00	2,000.00
4620 Utilities	\$55,148.00	\$56,298.00	26,250.00	7,000.00	6,548.00	8,000.00	6,000.00	2,500.00
<b>CLASS 40: TOTALS</b>	<b>\$2,313,379.00</b>	<b>\$2,292,283.00</b>	<b>\$464,800.00</b>	<b>\$107,270.00</b>	<b>\$100,769.00</b>	<b>\$112,200.00</b>	<b>\$102,800.00</b>	<b>\$1,404,444.00</b>

Class 60: Fixed Assets	JPA FY 11/12 Budget	JPA FY 12/13 Budget	El Dorado County Fire	Diamond Springs Fire	Georgetown Fire	Cameron Park Fire	El Dorado Hills Fire	JPA Admin
6040 Fixed Assets	\$245,000.00	\$234,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$234,000.00
<b>Class 60 Total</b>	<b>\$245,000.00</b>	<b>\$234,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$234,000.00</b>

Budget Totals	JPA FY 11/12 Budget	JPA FY 12/13 Budget	El Dorado County Fire	Diamond Springs Fire	Georgetown Fire	Cameron Park Fire	El Dorado Hills Fire	JPA Admin
Class 30: Wages/Benefits	\$8,418,642.27	\$8,641,195.09	\$4,226,300.00	\$1,102,922.09	\$928,757.00	\$903,253.00	\$1,098,454.00	\$381,509.00
Class 40: Serv/Supplies	\$2,313,379.00	\$2,292,283.00	\$464,800.00	\$107,270.00	\$100,769.00	\$112,200.00	\$102,800.00	\$1,404,444.00
Class 60: Fixed Assets	\$245,000.00	\$234,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$234,000.00
Class 70: Resid. Eqty. Trsf.		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$10,977,021.27</b>	<b>\$11,167,478.09</b>	<b>\$4,691,100.00</b>	<b>\$1,210,192.09</b>	<b>\$1,029,526.00</b>	<b>\$1,015,453.00</b>	<b>\$1,201,254.00</b>	<b>\$2,019,953.00</b>

CSA 7 Associated Costs \$638,000.00  
**TOTAL FY 12-13 Preliminary Budget Total \$11,805,478.09**



**EI Dorado County Fire  
JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

<b>EI Dorado County Fire</b>	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Class 30: Wages/Benefits</b>				
3000 Regular Employees	2,054,489.16	2,179,962.85	2,100,000.00	2,142,000.00
3001 Extra Help	12,216.00	12,348.00	20,000.00	20,000.00
3002 Overtime	549,087.24	325,603.39	615,000.00	615,000.00
3004 Other Compensation	28,714.24	20,580.00	19,600.00	19,600.00
3020 Retirement	781,392.65	817,660.35	780,000.00	780,000.00
3021 Social Security	800.08	803.02	1,000.00	1,000.00
3022 Medicare	38,113.19	37,304.75	38,000.00	38,000.00
3040 Health Insurance	353,278.21	450,787.00	415,000.00	448,200.00
3040.1 Retiree Health Benefits				
3041 Federal Unemployment Insurance				
3042 Disability Insurance	5,973.30	7,789.50	6,000.00	6,000.00
3043 Deferred Compensation				
3044 Vision Insurance	4,759.94	5,961.60	6,500.00	6,500.00
3060 Workers' Compensation	118,898.00	133,947.00	150,000.00	150,000.00
3080 Life/Flexible Benefits				
<b>Class 30 Total</b>	<b>3,947,722.01</b>	<b>3,992,747.46</b>	<b>4,151,100.00</b>	<b>4,226,300.00</b>
<b>Class 40: Services/Supplies</b>				
4020 Clothing	27,341.93	27,339.61	27,500.00	27,500.00
4021 Fire Turnouts				
4022 Uniforms				
4040 Communications (Dispatch/cell phone)	1,334.04	4,457.04	10,625.00	10,625.00
4060 Inservice Food		19.14	500.00	500.00
4080 Household Expense	4,180.01	3,757.80	3,750.00	3,750.00
4085 Refuse Disposal				
4087 Extermination				
4100 Insurance	763.80			
4140 Equipment Maintenance		0.00	6,250.00	6,250.00
4141 Maintenance: Office Equipment				
4142 Radio Maintenance	331.41	650.85	1,875.00	1,875.00
4145 Maintenance: Equip. Parts				
4160 Vehicle Maintenance	86,738.55	100,469.37	78,750.00	78,750.00
4162 Vehicle Maint: Supplies	12,560.67			
4164 Vehicle Maint: Tires/Tubes		15,191.81	15,000.00	15,000.00
4165 Vehicle Maint: Oil & Grease				
4180 Maintenance: Bldg & Improvements				
4182/4197 Structure Maintenance				
4200 Medical Supplies	215,874.95	208,864.27	187,500.00	187,500.00
4220 Memberships		0.00	2,750.00	2,750.00
4260 Office Expense		3,246.59	3,125.00	3,125.00
4261 Postage	3,320.83			
4263 Subscriptions				
4266 Printing				
4300 Professional Services	1,935.00	519.93	5,000.00	5,000.00
4304 Provider Admin Fees	90,000.00	90,000.00		
4324 Medical/Dental/Lab/Ambulance				
4400 Publications/Legal Notices				
4420 Rents & Leases/Equipment				
4440 Rents & Leases/Buildings				
4460 Equipment: Small Tools				
4461 Equipment: Minor	248.49	485.19	2,625.00	2,625.00
4462 Equipment: Computers				
4500 Special Department Expense	180.00			
4502 Educational Materials				
4503 Staff Development		2,880.00		
4540 Staff Development (Not 1099)	1,075.00	4,775.05	18,000.00	18,000.00
4600 Transportation & Travel	147.00	10.00	2,800.00	2,800.00
4602 Mileage Employee Private Auto				
4606 Fuel Purchases	69,377.39	79,153.08	72,500.00	72,500.00
4620 Utilities	26,250.00	26,250.00	26,250.00	26,250.00
<b>Class 40 Total</b>	<b>541,659.07</b>	<b>568,069.73</b>	<b>464,800.00</b>	<b>464,800.00</b>
<b>Budget Totals</b>				
Class 30	3,947,722.01	3,992,747.46	4,151,100.00	4,226,300.00
Class 40	541,659.07	568,069.73	464,800.00	464,800.00
<b>Total</b>	<b>4,489,381.08</b>	<b>4,560,817.19</b>	<b>4,615,900.00</b>	<b>4,691,100.00</b>

**Diamond Springs/EI Dorado**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

<b>Diamond Springs/EI Dorado Fire</b>	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Class 30: Wages/Benefits</b>				
3000 Regular Employees	496,744.70	521,680.79	532,416.46	524,029.87
3001 Extra Help	9,061.82	68,827.73	58,500.00	58,500.00
3002 Overtime	114,601.85	45,238.00	46,086.08	45,924.45
3004 Other Compensation	14,393.26	3,150.00	3,150.00	3,150.00
3020 Retirement	153,500.06	166,349.76	195,862.01	201,461.79
3021 Social Security	40,412.93	40,158.39	41,027.73	40,473.59
3022 Medicare	9,451.40	9,528.32	9,595.20	9,465.60
3040 Health Insurance	100,863.24	90,368.51	105,690.68	107,437.31
3040.1 Retiree Health Benefits				
3041 Federal Unemployment Insurance			50.00	50.00
3042 Disability Insurance	1,008.00	1,164.00	864.00	864.00
3043 Deferred Compensation	22,688.80	22,478.08	24,735.11	24,345.48
3044 Vision Insurance				
3060 Workers' Compensation	74,612.00	115,860.00	86,520.00	86,520.00
3080 Life/Flexible Benefits	648.00	486.00	700.00	700.00
<b>Class 30 Total</b>	<b>1,037,986.06</b>	<b>1,085,289.58</b>	<b>1,105,197.27</b>	<b>1,102,922.09</b>
<b>Class 40: Services/Supplies</b>				
4020 Clothing	1,333.27		235.00	235.00
4021 Fire Turnouts	250.00	279.38	800.00	600.00
4022 Uniforms				
4040 Communications (Dispatch/cell phones)	1,871.95	2,522.70	2,640.00	2,000.00
4060 Inservice Food			150.00	0.00
4080 Household Expense	7,679.46	5,230.16	4,000.00	4,000.00
4085 Refuse Disposal	883.15	896.46	800.00	800.00
4087 Extermination Svc	55.00		50.00	50.00
4100 Insurance				
4140 Equipment Maintenance	42.33		300.00	300.00
4141 Maintenance: Office Equipment	162.05			0.00
4142 Radio Maintenance	54.10	27.05	500.00	500.00
4145 Maintenance: Equip. Parts				
4160 Vehicle Maintenance	477.70	683.60		
4162 Vehicle Maint: Supplies	9,705.20	11,774.32	11,500.00	11,500.00
4164 Vehicle Maint: Tires/Tubes	2,811.80	1,931.01		
4165 Vehicle Maint: Oil & Grease	177.99		2,483.00	2,483.00
4180 Maintenance: Bldg & Improvements			500.00	500.00
4182 Structure Maintenance				
4200 Medical Supplies	51,747.81	50,856.79	42,000.00	42,000.00
4220 Memberships			3,500.00	3,500.00
4260 Office Expense	148.93	225.90	500.00	500.00
4261 Postage			150.00	150.00
4263 Subscriptions				
4266 Printing				
4300 Professional Services		73.36	1,500.00	1,500.00
4304 Provider Admin Fees	20,000.00	20,000.00		
4324 Medical/Dental/Lab/Ambulance	70.00		1,500.00	1,500.00
4400 Publications/Legal Notices				
4420 Rents & Leases/Equipment				
4440 Rents & Leases/Buildings				
4460 Equipment: Small Tools		267.46	500.00	0.00
4461 Equipment: Minor	1,361.71		652.00	652.00
4462 Equipment: Computers				
4500 Special Department Expense				
4502 Educational Materials				
4503 Staff Development		1,590.00	2,000.00	2,000.00
4540 Staff Development (Not 1099)	3,442.98	815.00		
4600 Transportation & Travel	58.00		1,000.00	1,000.00
4602 Mileage Employee Private Auto				
4606 Fuel Purchases	17,359.31	27,494.50	24,500.00	24,500.00
4620 Utilities	4,678.44	7,221.81	7,000.00	7,000.00
<b>Class 40 Total</b>	<b>124,371.18</b>	<b>131,889.50</b>	<b>108,760.00</b>	<b>107,270.00</b>
<b>Budget Totals</b>				
Class 30	1,037,986.06	1,085,289.58	1,105,197.27	1,102,922.09
Class 40	124,371.18	131,889.50	108,760.00	107,270.00
<b>Total</b>	<b>1,162,357.24</b>	<b>1,217,179.08</b>	<b>1,213,957.27</b>	<b>1,210,192.09</b>

**Georgetown**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

<b>Georgetown Fire</b>	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Class 30: Wages/Benefits</b>				
3000 Regular Employees	422,277.41	448,301.38	482,424.00	482,424.00
3001 Extra Help	38,266.10	25,704.55	31,200.00	31,200.00
3002 Overtime	159,474.47	164,468.95	71,240.00	71,240.00
3004 Other Compensation	1,200.00		3,120.00	3,120.00
3020 Retirement	125,221.39	148,492.23	173,672.00	173,672.00
3021 Social Security	3,175.46	1,608.82	4,000.00	4,000.00
3022 Medicare	8,183.00	8,026.75	10,000.00	10,000.00
3040 Health Insurance	49,477.38	66,461.77	73,800.00	73,800.00
3040.1 Retiree Health Benefits			9,600.00	9,600.00
3041 Federal Unemployment Insurance				
3042 Disability Insurance	498.00	1,020.00	1,260.00	1,260.00
3043 Deferred Compensation	16,001.51	6,857.66	18,928.00	18,928.00
3044 Vision Insurance	1,080.74	1,294.46	1,500.00	1,500.00
3060 Workers' Compensation	43,550.00	34,924.00	48,013.00	48,013.00
3080 Life/Flexible Benefits				
<b>Class 30 Total</b>	<b>868,405.46</b>	<b>907,160.57</b>	<b>928,757.00</b>	<b>928,757.00</b>
<b>Class 40: Services/Supplies</b>				
4020 Clothing	2,788.34	4,335.69	1,500.00	1,500.00
4021 Fire Turnouts	1,734.17		4,270.00	4,270.00
4022 Uniforms	3,153.11	3,405.37	4,800.00	4,800.00
4040 Communications (Dispatch/cell phones)	1,360.93	1,099.78	1,900.00	1,900.00
4060 Inservice Food	117.88	316.47	200.00	200.00
4080 Household Expense	910.00	19.85	500.00	500.00
4085 Refuse Disposal	1,990.08	2,224.57	2,480.00	2,480.00
4087 Extermination Svc				
4100 Insurance				
4140 Maintenance: Equipment		26.67	1,200.00	900.00
4141 Maintenance: Office Equipment				
4142 Maintenance: Radio	273.59		700.00	700.00
4145 Maintenance: Equip. Parts			100.00	100.00
4160 Vehicle Maintenance	240.01	95.00	6,000.00	5,500.00
4162 Vehicle Maint: Supplies	5,642.32	7,311.46	5,000.00	5,000.00
4164 Vehicle Maint: Tires and Tubes			6,000.00	6,000.00
4165 Vehicle Maint: Oil & Grease			600.00	600.00
4180 Maintenance: Bldg & Improvements				
4182 Structures Maintenance				
4200 Medical Supplies	49,630.53	37,599.88	35,000.00	35,000.00
4220 Memberships	750.00	900.00	450.00	450.00
4260 Office Expense	610.33	220.25	825.00	825.00
4261 Postage		88.00	150.00	150.00
4263 Subscriptions			100.00	100.00
4266 Printing			150.00	150.00
4300 Professional Services	3,060.80	795.00	4,500.00	1,500.00
4304 Provider Admin Fees	20,000.00	20,000.00		
4324 Medical/Dental/Lab/Ambulance	360.00	240.00	150.00	150.00
4400 Publications/Legal Notices	200.00		100.00	100.00
4420 Rents & Leases/Equipment				
4440 Rents & Leases/Buildings				
4460 Equipment: Small Tools	168.81	91.22	200.00	200.00
4461 Equipment: Minor	1,002.92	206.84	750.00	250.00
4462 Equipment: Computers				
4500 Special Department Expense		212.50	550.00	550.00
4502 Educational Materials	536.34	1,157.00	1,025.00	1,025.00
4503 Staff Development	1,160.47	50.00		
4540 Staff Development (Not 1099)	3,093.00	3,738.00	4,000.00	4,000.00
4600 Transportation & Travel		27.00	500.00	500.00
4602 Mileage Employee Private Auto				
4606 Fuel Purchases	11,975.85	13,011.77	14,821.00	14,821.00
4620 Utilities	6,548.00	6,548.00	6,548.00	6,548.00
<b>Class 40 Total</b>	<b>117,307.48</b>	<b>103,720.32</b>	<b>105,069.00</b>	<b>100,769.00</b>
<b>Budget Totals</b>				
Class 30	868,405.46	907,160.57	928,757.00	928,757.00
Class 40	117,307.48	103,720.32	105,069.00	100,769.00
<b>Total</b>	<b>985,712.94</b>	<b>1,010,880.89</b>	<b>1,033,826.00</b>	<b>1,029,526.00</b>

**Cameron Park Community Services District  
JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

<b>Cameron Park</b>	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Class 30: Wages/Benefits</b>				
3000 Regular Employees	742,859.34	816,937.49	902,910.00	903,253.00
3001 Extra Help				
3002 Overtime				
3004 Uniform Allowance				
3020 Retirement				
3021 Social Security				
3022 Medicare				
3040 Health Insurance				
3040.1 Retiree Health Benefits				
3041 Unemployment Insurance				
3042 Disability Insurance				
3043 Deferred Compensation				
3044 Vision Insurance				
3060 Workers' Compensation				
3080 Life/Flexible Benefits				
<b>Class 30 Total</b>	<b>742,859.34</b>	<b>816,937.49</b>	<b>902,910.00</b>	<b>903,253.00</b>
<b>Class 40: Services/Supplies</b>				
4020 Clothing	3,998.11			
4021 Fire Turnouts		3,958.70	4,000.00	4,000.00
4022 Uniforms				
4040 Communications (Dispatch/cell phones)	585.08	908.46	900.00	900.00
4060 Inservice Food				
4080 Household Expense	510.57	999.00	1,200.00	1,200.00
4085 Refuse Disposal				
4087 Extermination				
4100 Insurance				
4140 Equipment Maintenance		489.69		
4141 Maintenance: Office Equipment			500.00	500.00
4142 Maint: Telephone/Radio	475.92	599.67	500.00	600.00
4145 Maintenance: Equip. Parts				
4160 Vehicle Maintenance	17,043.47	19,527.09	20,000.00	20,000.00
4162 Vehicle Maint: Supplies				
4164 Vehicle Maint: Tires and Tubes				
4165 Vehicle Maint: Oil & Grease				
4180 Maintenance: Bldg & Improvements				
4182 Structures Maintenance				
4200 Medical Supplies	57,514.52	60,690.29	50,000.00	50,000.00
4220 Memberships				
4260 Office Expense	997.73	999.00	1,000.00	1,000.00
4261 Postage				
4263 Subscriptions				
4266 Printing				
4300 Professional Services				
4304 Provider Admin Fees	20,000.00	20,000.00		
4324 Medical/Dental/Lab/Ambulance				
4400 Publications/Legal Notices				
4420 Rents & Leases/Equipment				
4440 Rents & Leases/Buildings				
4460 Equipment: Small Tools				
4461 Equipment: Minor	3,653.56	885.76	1,000.00	1,000.00
4462 Equipment: Computers				
4500 Special Department Expense				
4502 Educational Materials				
4503 Staff Development				
4540 Staff Development (Not 1099)	3,530.01	3,991.46	4,000.00	4,000.00
4600 Transportation & Travel			1,000.00	1,000.00
4602 Mileage Employee Private Auto				
4606 Fuel Purchases	13,519.89	16,319.92	20,000.00	20,000.00
4620 Utilities	6,650.00	6,999.90	7,350.00	8,000.00
<b>Class 40 Total</b>	<b>128,478.86</b>	<b>136,368.94</b>	<b>111,450.00</b>	<b>112,200.00</b>
<b>Budget Totals</b>				
Class 30	742,859.34	816,937.49	902,910.00	903,253.00
Class 40	128,478.86	136,368.94	111,450.00	112,200.00
<b>Total</b>	<b>871,338.20</b>	<b>953,306.43</b>	<b>1,014,360.00</b>	<b>1,015,453.00</b>

**El Dorado Hills**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

<b>El Dorado Hills Fire</b>	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Class 30: Wages/Benefits</b>				
3000 Regular Employees	534,751.28	564,599.61	550,000.00	555,000.00
3001 Extra Help				
3002 Overtime	107,874.25	173,222.92	110,000.00	120,000.00
3004 Other Compensation	3,000.00	3,000.00	3,000.00	3,000.00
3020 Retirement	176,233.08	193,774.42	190,000.00	190,000.00
3021 Social Security				
3022 Medicare	9,318.06	10,698.43	10,000.00	10,000.00
3040 Health Insurance	140,910.58	77,330.64	83,700.00	100,000.00
3040.1 Retiree Health Benefits		52,592.00	70,000.00	65,000.00
3041 Federal Unemployment Insurance				
3042 Disability Insurance	1,404.00	1,404.00	1,404.00	1,404.00
3043 Deferred Compensation				
3044 Vision Insurance	11,880.00	11,880.00	12,000.00	13,500.00
3060 Workers' Compensation	31,474.45	39,748.07	44,000.00	40,000.00
3080 Life/Flexible Benefits	547.20	547.20	550.00	550.00
<b>Class 30 Total</b>	<b>1,017,392.90</b>	<b>1,128,797.29</b>	<b>1,074,654.00</b>	<b>1,098,454.00</b>
<b>Class 40: Services/Supplies</b>				
4020 Clothing	1,786.42	542.05	2,000.00	2,000.00
4021 Fire Turnouts				
4022 Uniforms				
4040 Communications (Dispatch/cell phones)	1,182.91	3,000.00	3,000.00	3,000.00
4060 Inservice Food				
4080 Household Expense	1,004.00	1,000.00	1,000.00	1,000.00
4085 Refuse Disposal				
4087 Extermination				
4100 Insurance				
4140 Equipment Maintenance	512.02	1,128.35	900.00	900.00
4141 Maintenance: Office Equipment			750.00	500.00
4142 Maintenance: Radio/Telephone				
4145 Maintenance: Equip. Parts				
4160 Vehicle Maintenance	12,488.39	5,110.43	12,000.00	10,000.00
4162 Vehicle Maintenance: Supplies				
4164 Vehicle Maint: Tires and Tubes				
4165 Vehicle Maint: Oil & Grease				
4180 Maintenance: Bldg & Improvements				
4182 Structures Maintenance				
4200 Medical Supplies	58,340.07	61,953.66	60,000.00	60,000.00
4220 Memberships				
4260 Office Expense	900.00	900.00	900.00	900.00
4261 Postage				
4263 Subscriptions				
4266 Printing				
4300 Professional Services	1,882.80	931.00	1,000.00	1,000.00
4304 Provider Admin Fees	20,000.00	20,000.00		
4324 Medical/Dental/Lab/Ambulance				
4400 Publications/Legal Notices				
4420 Rents & Leases/Equipment				
4440 Rents & Leases/Buildings				
4460 Equipment: Small Tools				
4461 Equipment: Minor				
4462 Equipment: Computers			500.00	500.00
4500 Special Department Expense	106.65			
4502 Educational Materials				
4503 Staff Development				
4540 Staff Development (Not 1099)	3,065.00	3,812.90	3,000.00	3,000.00
4600 Transportation & Travel	35.44	110.00		
4602 Mileage Employee Private Auto				
4606 Fuel Purchases	10,482.59	12,351.97	13,000.00	14,000.00
4620 Utilities	6,000.00	6,000.00	6,000.00	6,000.00
<b>Class 40 Total</b>	<b>117,786.29</b>	<b>116,840.36</b>	<b>104,050.00</b>	<b>102,800.00</b>
<b>Budget Totals</b>				
Class 30	1,017,392.90	1,128,797.29	1,074,654.00	1,098,454.00
Class 40	117,786.29	116,840.36	104,050.00	102,800.00
<b>Total</b>	<b>1,135,179.19</b>	<b>1,245,637.65</b>	<b>1,178,704.00</b>	<b>1,201,254.00</b>

**JPA Administration**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

<b>JPA Admin</b>	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request	
<b>Class 30: Wages/Benefits</b>					
3000 Regular Employees	85,068.62	129,166.77	132,864.00	191,849.00	JPA + GRV request
3001 Extra Help	3,406.16				
3002 Overtime	415.39	13,334.98		4,000.00	GRV request
3004 Other Comp	2,095.44	727.27	14,010.00	19,130.00	Health/ Retirement(@10%)
3020 Retirement	0.00			27,450.00	GRV request
3021 Social Security	5,581.13	8,932.21	8,900.00	12,680.00	JPA + GRV request
3022 Medicare	1,305.26	2,088.99	2,000.00	2,840.00	JPA + GRV request
3040 Health Insurance	86,000.00	86,000.00	95,000.00	108,200.00	JPA + GRV request
3040.1 Retiree Health Benefits					
3041 Federal Unemployment Insurance	0.00		1,000.00	1,000.00	
3042 Disability Insurance	0.00				
3043 Deferred Compensation					
3044 Vision Insurance EDCO Fire				3,500.00	GRV request
3060 Workers' Compensation	1,394.93	1,960.41	2,250.00	10,860.00	JPA + GRV request
3080 Life/Flexible Benefits					
<b>Class 30 Total</b>	<b>185,266.93</b>	<b>242,210.63</b>	<b>256,024.00</b>	<b>381,509.00</b>	
<b>Class 40: Services/Supplies</b>					
4020 Clothing		238.15		750.00	GRV request
4021 Fire Turnouts					
4022 Uniforms					
4040 Communications (Dispatch/cell phones)	764,394.27	835,373.36	1,033,300.00	1,061,500.00	
4060 Inservice Food	255.76	117.61	100.00	100.00	
4080 Household Expense	29.78	320.70	400.00	400.00	
4085 Refuse Disposal					
4087 Extermination	165.00		250.00	250.00	
4100 Insurance	24,533.00	25,584.00	30,000.00	30,000.00	
4140 Maintenance: Equipment	4,275.17	8,951.27	25,000.00	20,000.00	
4141 Maintenance: Office Equipment					
4142 Maintenance: Radio (radio shop)	320.40	2,023.19	3,000.00	3,000.00	
4145 Maintenance: Equip. Parts					
4160 Vehicle Maintenance	881.81	1,610.29	4,000.00	2,000.00	
4162 Vehicle Maint/Supplies					
4164 Vehicle Maint: Tires/Tubes					
4165 Vehicle Maint: Oil & Grease					
4180 Maintenance: Bldg & Improvements	1,727.81	2,041.00	2,000.00	2,000.00	
4182 Structures Maintenance					
4200 Medical Supplies	37,117.65	30,073.25	35,000.00	36,000.00	JPA \$5500/Nonproviders \$30500
4220 Memberships	0.00	25.00			
4260 Office Expense	4,747.10	6,182.32	6,000.00	6,500.00	
4261 Postage	1,650.98	1,092.01	2,000.00	2,000.00	
4263 Subscriptions					
4266 Printing		229.49			
4300 Professional Services	106,100.19	37,986.20	48,000.00	5,000.00	
4304 Admin Fees			170,000.00	180,244.00	Providers & GRV request
4324 Medical/Dental/Lab/Ambulance					
4400 Publications/Legal Notices	711.95		1,500.00	1,500.00	
4420 Rents & Leases/Equipment	2,237.24	1,963.50	3,000.00	3,000.00	
4440 Rents & Leases/Buildings	13,200.00	13,200.00	15,000.00	15,000.00	
4460 Equipment: Small Tools					
4461 Equipment: Minor	0.00	4,126.26	5,000.00	5,000.00	Radios
4462 Equipment: Computers	0.00		1,000.00	1,500.00	iPads
4500 Special Department Expense	0.00		10,000.00	5,000.00	
4502 Educational Materials					
4503 Staff Development	841.81	1,200.00	500.00	1,000.00	
4540 Staff Development (Not 1099)	5,103.11	5,636.49	15,000.00	15,500.00	JPA \$2500/Nonproviders \$13000
4600 Transportation & Travel	577.03	1,454.64	1,500.00	2,000.00	
4602 Mileage Employee Private Auto		367.33	700.00	700.00	
4606 Fuel Purchases	1,784.95	1,896.01	5,000.00	2,000.00	
4620 Utilities	1,892.85	2,345.26	2,000.00	2,500.00	
<b>Class 40 Total</b>	<b>972,547.86</b>	<b>984,037.33</b>	<b>1,419,250.00</b>	<b>1,404,444.00</b>	
<b>Class 60</b>					
6040 Fixed Assets	311,712.27	384,095.02	245,000.00	234,000.00	Remount, Gurney, Repeaters
<b>Class 60 Total</b>	<b>311,712.27</b>	<b>384,095.02</b>	<b>245,000.00</b>	<b>234,000.00</b>	
<b>Budget Totals</b>					
Class 30	185,266.93	242,210.63	256,024.00	381,509.00	
Class 40	972,547.86	984,037.33	1,419,250.00	1,404,444.00	
Class 60: Fixed Assets	311,712.27	384,095.02	245,000.00	234,000.00	
<b>Total</b>	<b>1,469,527.06</b>	<b>1,610,342.98</b>	<b>1,920,274.00</b>	<b>2,019,953.00</b>	

**Garden Valley Fire District  
JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Garden Valley</b>				
3000 ALS Engine Staffing (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$61,425.00
3002 ALS Overtime (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$4,000.00
3021 Social Security (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$3,780.00
3020 Cal Pers (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$27,450.00
3022 Medicare (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$840.00
3040 Health Insurance (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$13,200.00
3044 Dental/Vision (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$3,500.00
3060 Workman's Comp (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$8,610.00
4020 Uniforms (1/3 actual cost)	\$0.00	\$0.00	\$0.00	\$750.00
4200 Medical	5,899.80	5,161.87	7,500.00	7,500.00
4540 Staff Development	1,818.33	2,550.09	3,000.00	4,500.00
4304 Administration @ 7% (1/3 actual rate)	0.00	0.00	0.00	10,244.00
<b>Total</b>	<b>7,718.13</b>	<b>7,711.96</b>	<b>10,500.00</b>	<b>145,799.00</b>

**Latrobe Fire Protection District**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Latrobe</b>				
4200 Medical	2,056.81	998.86	3,000.00	3,000.00
4540 Staff Development	0.00	0.00	1,500.00	1,500.00
<b>Total</b>	<b>2,056.81</b>	<b>998.86</b>	<b>4,500.00</b>	<b>4,500.00</b>



**Mosquito Fire Protection District**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Mosquito</b>				
4200 Medical	2,776.53	2,051.74	3,500.00	3,500.00
4540 Staff Development	0.00	0.00	0.00	1,000.00
<b>Total</b>	<b>2,776.53</b>	<b>2,051.74</b>	<b>3,500.00</b>	<b>4,500.00</b>

**Pioneer Fire Protection District**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Pioneer</b>				
4200 Medical	4,673.08	6,762.66	5,500.00	5,500.00
4540 Staff Development	0.00	180.00	2,000.00	2,000.00
<b>Total</b>	<b>4,673.08</b>	<b>6,942.66</b>	<b>7,500.00</b>	<b>7,500.00</b>

**Rescue Fire Protection District**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>Rescue</b>				
4200 Medical	9,888.08	6,233.82	5,500.00	5,500.00
4540 Staff Development	600.00	271.00	2,000.00	2,000.00
<b>Total</b>	<b>10,488.08</b>	<b>6,504.82</b>	<b>7,500.00</b>	<b>7,500.00</b>

**CAL FIRE**  
**JPA Budget - FY 2012/13 Preliminary Budget - Draft 2**

	2009-10 Actual Expenses	2010-11 Actual Expenses	2011-12 Annual Budget	2012-13 Budget Request
<b>CAL FIRE</b>				
4200 Medical	3,196.50	1,819.63	5,500.00	5,500.00
4540 Staff Development	0.00	0.00	2,000.00	2,000.00
<b>Total</b>	<b>3,196.50</b>	<b>1,819.63</b>	<b>7,500.00</b>	<b>7,500.00</b>



## El Dorado County Emergency Services Authority

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### ADVANCED LIFE SUPPORT ENGINE AGREEMENT BETWEEN EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY AND MEMBER AGENCY

1. This agreement made and entered into by and between the El Dorado County Emergency Services Authority (hereinafter referred to as "JPA"); and the \_\_\_\_\_ (hereinafter referred to as "Member Agency"), whose principal place of business is \_\_\_\_\_.

#### RECITALS

2. WHEREAS, the JPA is responsible for providing coordination of Advanced Life Support (ALS) Pre-Hospital medical care within its jurisdiction; and
3. WHEREAS, Member Agency desires to provide Advanced Life Support Pre-Hospital medical care services in El Dorado County; and
4. WHEREAS, this Agreement is developed in compliance with the Master Contract for Pre-Hospital Advanced Life Support and Dispatch Services; (hereafter referred to as the "Master Contract") with the County of El Dorado; and
5. WHEREAS, Member Agency agrees to comply with the requirements of the California Health and Safety Code, Division 2.5, Section 1797 et seq.; California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167; the County Emergency Medical Service Agency and the Master Contract for Pre-Hospital Advanced Life Support and the standards of the El Dorado County EMS Agency, including but not limited to the County EMS Agency Policy and Procedure Manual, Trauma Plan, State or local statutes, ordinances or regulations; and
6. WHEREAS, the El Dorado County EMS Agency Medical Director, through the County EMS Agency, and as defined in the Master Contract for Pre-Hospital Advanced Life Support and Dispatch Services with the County of El Dorado, has the authority to develop overall plans, policies, and medical standards to ensure that effective levels of ALS care are maintained within the County and that the Medical Director has the authority for establishing the required medical equipment, medication inventories, and medical protocols; and
7. WHEREAS, JPA and the Member Agency agree that a higher level of medical training may be necessary to provide patient care. The JPA may require the Member Agency to provide a higher standard of medical training than is required by the California Code of Regulations Title 22; and

8. WHEREAS, County is a Covered Entity, as defined in the Privacy Rule of the Health Insurance Portability and Accountability Act, Pub. L. No. 104-161 of 1996 ("HIPAA") the JPA and Member Agency is defined as a Business Associate of the County under this law, which requires protection of any disclosure of PHI pursuant to this Agreement; and
9. WHEREAS, the El Dorado County EMS Agency Medical Director shall have medical control including access to all medical information pertinent to data collection, evaluation and analysis.

#### SERVICES TO BE PROVIDED

10. The JPA and Member Agency mutually agree as follows:
  - A. Member Agency agrees to provide Pre-Hospital Advanced Life Support Services as described in this Agreement. In the performance of its obligation, the Member Agency is subject to the medical control of the El Dorado County EMS Agency Medical Director.
  - B. Member Agency shall provide Pre-Hospital Advanced Life Support service provided the Member Agency has the equipment and personnel available at the time of request for service. To qualify as an ALS engine one of the crew members must be a State of California licensed and locally accredited paramedic. The Member Agency shall at the minimum, notify the Emergency Command Center when the ALS engine is responding, when it arrives on scene, when it departs the scene, when it has arrived at its station, or any other status change.
    - Each morning, the Member Agency shall advise the Emergency Command Center if the ALS Engine(s) is/are staffed. Any change during the course of the shift shall be reported to the Emergency Command Center, as soon as possible.
  - C. Member Agency shall not advertise itself or the responding personnel as providing advanced life support services unless routinely providing advanced life support services on a continuous twenty-four (24) hour-per-day basis, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167.

#### STANDARDS

11. Member Agency shall, when applicable, meet the requirements set forth by the California Highway Patrol; the California Vehicle Code; the State of California Health and Safety Code; the State of California Emergency Medical Services Authority, the California Code of Regulations, the El Dorado County EMS Agency Policies, Procedures and Field Treatment Protocols, and any other applicable statute, ordinance, and resolution regulating Advanced Life Support services provided under this Agreement. In the event of any conflicting statute, ordinance, or regulation, the statute, ordinance, or regulation setting forth the more stringent requirement shall be met.
  - Applicable shall be defined herein as when the Member Agency is performing ALS under this agreement.

#### COMMUNICATION

12. The designated Base Hospital provides on-line medical control according to the California

Health and Safety Code, Division 2.5, Section 1798 through and including Section 1798.105. The designated Base Hospital for County Service Area No. 7 is Marshall Hospital.

- The dispatch center for County Service Area #7 is Cal Fire, identified as Camino on the radio and currently located at Mount Danaher.

### PERSONNEL REQUIREMENTS

13. Member Agency shall ensure that all Paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. Personnel whose certification/accreditation has lapsed shall not be allowed to provide Pre-Hospital care within El Dorado County until they have met all requirements to bring current their certification/accreditation. Member Agency shall ensure compliance with all EMT-P regulations from the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9, and ensure that the County EMS Agency Policies, Procedures and Field Treatment Protocols are followed.
- A. Member Agency shall maintain good working relationships, with other Member Agencies; first response agencies; law enforcement; base hospitals; County EMS Agency; City and County staff. The conduct of the Member Agency's personnel must be professional at all times.
- B. Member Agency shall maintain records of all EMS training, continuing education and skills maintenance as required by the El Dorado County EMS Agency. Member Agency shall provide, upon the written request from the JPA, training, skills, testing, educational, certifications, or like, records.
- C. The Member Agency agrees that paramedics shall receive training and maintain their certifications in Advanced Cardiac Life Support (ACLS)\* and Pediatric Advanced Life Support (PALS)\* or a comparable advanced pediatric life support course approved by the Medical Director.
- \* Per American Heart Association Guidelines.
- D. The Member Agency agrees that paramedics shall receive training and maintain their accreditation in the El Dorado County local paramedic renewal program as required annually by the Emergency Medical Services Medical Director. Such training shall not exceed four (4) hours unless approved by the JPA System Status Management Committee prior to the implementation of any proposed training.
- E. Under this Agreement, Member Agency will provide services to JPA and in conjunction with the provision of such services, certain Protected Health Information ("PHI") may be made available to Member Agency for the purposes of carrying out its obligations. Member Agency agrees to comply with all the terms and conditions of Appendix A, HIPAA Business Associate Agreement, attached hereto and made by reference a part hereof, regarding the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the regulations promulgated thereunder.

In as much as an exchange of Protected Health Information (PHI) will occur between JPA and Member Agency, Member Agency agrees to faithfully distribute to patient the El Dorado

County Notice of Privacy Practices, to be supplied by JPA, before the first delivery of service for all non-emergency transfers and dry runs with patient contact, where services were provided to patient. All Notices of Privacy Practices for emergency transfers will be mailed by El Dorado County Ambulance Billing as soon as practical following the provision of services.

14. Member Agency may participate in providing community education on 9-1-1 system access, CPR and first aid.

#### QUALITY IMPROVEMENT & QUALITY ASSURANCE

15. Member Agency shall have and maintain a comprehensive internal medical and operational quality assurance program. This program shall, at a minimum, monitor and evaluate the Pre-Hospital Advanced Life Support services required in this Agreement. The program shall be reviewed and approved by the JPA.
  - A. Member Agency shall cooperate fully in supplying all requested documentation as it relates to Medical Quality Improvement/Assurance to the JPA, the Base Hospital and the County EMS Agency, and shall participate fully in all quality assurance programs mandated by the County.
  - B. Member Agency shall allow inspections, or site visits at any time by JPA and County EMS Agency staff, with a minimum of one (1) hour notice to the Member Agency's Chief for purposes of JPA contract compliance and or Medical Quality Improvement/Assurance.

#### MUTUAL AID & DISASTER

16. Member Agency shall cooperate in the establishment and maintenance of Mutual Aid Agreements among the JPA and other jurisdictions.
17. Member Agency shall cooperate with JPA in establishing disaster and multi-casualty incident plans, policies and procedures; and, assist in planning and participate in interagency disaster/multi-casualty incident training exercises annually.

#### EQUIPMENT, POLICY & PROCEDURE

18. Standards for medical equipment shall be in compliance with the JPA, and County EMS Agency Policy and Procedure Manuals promulgated by the JPA and County EMS Agency as required for the level of service being provided. The County EMS Agency shall maintain the Policy and Procedure Manual and manual updates online at their website. Member Agency shall be charged with the knowledge of the procedures and policies.
  - Policies and Procedures shall be reviewed and approved by the Member Agency, the JPA, and the EMSA annually. Changes or amendments in the policies and procedures shall be reviewed by the Member Agencies prior to adoption and copies of any changes to the policies or procedures shall be provided to the Member Agencies within 48 hours of adoption.
19. Member Agency shall possess and agree to maintain adequate drug and solution inventory, and



supplies in compliance with the El Dorado County EMS Agency Policy and Procedure Manual and per Member Agency Policy relating to those drugs and/or narcotics requiring 24-hour control and lock up.

- The JPA shall provide or replace to the Member Agency medical supplies used during the course of providing patient care, ALS or training.

### REPORTING

20. Member Agency personnel shall utilize the El Dorado County “Pre-Hospital Care Report” (PCR) (in electronic digital and/or paper form) for all emergency and non-emergency responses including non-transports.
21. Member Agency shall be furnished with JPA Report forms which shall be provided to the Member Agency's personnel for the purpose of recording unusual, significant, Sentinel, or other peculiar events. The Member Agency shall return properly executed reports to the JPA as requested. The Member Agency shall ensure that its personnel understand and utilize such forms and reporting systems.
22. JPA shall provide to Member Agency a list of CSA No. 7 owned fixed assets assigned to the Member Agency no more than one week after the El Dorado County Auditor-Controller's Office provides the list to County Departments. The JPA will also provide the Member Agency with a list of JPA owned fixed assets. The list shall clearly separate mobile medical equipment from other equipment provided to the Member Agency. The list shall be accompanied by the County established time lines that the Member Agency agrees to meet.
23. In the event that there are unallocated/missing items, a letter of explanation is required, signed by the Member Agency Board Chairperson, detailing what is missing, why, and what process was used to locate the item. The letter is to be submitted to the JPA Executive Director along with the signed off inventory list. The JPA Executive Director will submit a list of any missing items to the JPA Board of Directors and request Board direction on any action to be taken.

### CHANGES & DURATION

24. This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and approved by the duly authorized boards and fully executed by duly authorized officers of the parties hereto.
25. This Agreement is subject to termination by mutual agreement, initiated by either party, for any reason during the term of the Agreement. Termination of this Agreement may be initiated by providing written notice to the other party of intent to cancel at least 30 days prior to termination date.
26. Upon termination of the agreement the Member Agency agrees to return all JPA and CSA No. 7 fixed assets to the JPA.
27. The JPA may deny, suspend or revoke this Agreement for failure of the Member Agency to comply with this Agreement.

28. This agreement shall become effective when fully executed by the parties hereto and will remain in effect, unless terminated pursuant to provisions within this Agreement. This Agreement will be reviewed by March 1<sup>st</sup> of each year for continuation of service.
29. All notices to be given by the parties hereto shall be in writing and sent postage prepaid by registered mail. Notices to Member Agency shall be addressed as follows, or to such other location as either party directs:

JPA  
480 Locust Road  
Diamond Springs, CA 95619  
Attn: Executive Director

Member Agency

#### INDEMNITY

30. To the fullest extent of the law, Member Agency shall defend, indemnify, and hold the JPA harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, JPA employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Member Agency's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the JPA, the Member Agency, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of the JPA, its officers and employees, or as expressly provided by statute. This duty of Member Agency to indemnify and save JPA harmless includes the duties to defend set forth in California Civil Code Section 2778.
31. To the fullest extent of the law, JPA shall defend, indemnify, and hold the Member Agency harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, Member Agency's employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the JPA's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the JPA, the Member Agency, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of the Member Agency's, its officers and employees, or as expressly provided by statute. This duty of JPA to indemnify and save Member Agency's harmless includes the duties to defend set forth in California Civil Code Section 2778.

#### INSURANCE

32. The Member Agency shall provide to the JPA a Certificate of Insurance or similar certified proof of insurance for:
- A. Full Workers' Compensation and Employers' Liability Insurance covering all employees of the Member Agency as required by law in the State of California.
  - B. Commercial General Liability Insurance of not less than \$5,000,000 combined single limit per occurrence for bodily injury and property damage.

- C. Automobile Liability Insurance of not less than \$5,000,000 is required on owned, hired, leased and non-owned vehicles used in connection with the Member Agency's business.
- D. Professional liability (for example, malpractice insurance) is required with a limit of liability of not less than \$5,000,000 per occurrence.
- E. Member Agency agrees that the insurance required above shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires at any time or times during the term of this Agreement, Member Agency agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of term of the Agreement, or for a period of not less than one (1) year. In the event Member Agency fails to keep in effect at all times insurance coverage as herein provided, JPA may, in addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event.

ADMINISTRATION

- 33. Member Agency shall maintain fiscal records necessary and prudent to meet the standards for accounting practices in use by the County, County Service Area 7, and the JPA.
- 34. Any dispute resolution action arising out of this Agreement, including, but not limited to, litigation, mediation, or arbitration, shall be brought in El Dorado County, California, and shall be resolved in accordance with the laws of the State of California.
- 35. The JPA Officer or employee responsible for administering this Agreement is the Executive Director, or successor.
- 36. The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.
- 37. If any provision of this Agreement is held by a court of appropriate jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect without being impaired or invalidated in any way.
- 38. This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties, and they incorporate or supersede all prior written or oral agreements or understandings.
- 39. In Witness Whereof the parties hereto have executed this Agreement the day and year first below written.

\_\_\_\_\_  
For the JPA

Date \_\_\_\_\_

\_\_\_\_\_  
For Member Agency

Date \_\_\_\_\_

## Appendix A

### HIPAA Business Associate Agreement

#### EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY AND MEMBER AGENCY

This HIPAA Business Associate Agreement Amendment (“Amendment”) entered into by the El Dorado County Emergency Services Authority (hereinafter referred to as “the JPA”) and \_\_\_\_\_ (hereinafter referred to as “Member Agency”) supplements and is made part of the Member Agency Advanced Life Support Ambulance Agreement. (“Underlying Agreement”) as of the date of approval by the parties (the “Effective Date”).

#### RECITALS

WHEREAS, JPA and the Member Agency entered into the Underlying Agreement pursuant to which the Member Agency provides services to JPA, and in conjunction with the provision of such services, certain Protected Health Information (“PHI”) may be made available to the Member Agency for the purposes of carrying out its obligations under the Underlying Agreement; and

WHEREAS, the provisions of the Health Insurance Portability and Accountability Act, Pub. L. No. 104-161 of 1996 (“HIPAA”), more specifically the regulations found at Title 45, CFR, Parts 160 and 164 (the “Privacy Rule”), as may be amended from time to time, which are applicable to the protection of any disclosure of PHI pursuant to the Underlying Agreement; and

WHEREAS, County is a Covered Entity, as defined in the Privacy Rule; and

WHEREAS, the Member Agency, when a recipient of PHI from JPA, is a Business Associate as defined in the Privacy Rule; and

WHEREAS, the parties agree that any disclosure or use of PHI be in compliance with the Privacy Rule or other applicable law; and

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. Definitions. Unless otherwise provided in this Amendment, capitalized terms shall have the same meanings as set forth in the Privacy Rule, as may be amended from time to time.
2. Scope of Use and Disclosure by the Member Agency of County Disclosed PHI.
  - A. The Member Agency shall be permitted to use PHI disclosed to it by the JPA:
    - (1) on behalf of the JPA, or to provide services to the JPA for the purposes contained herein, if such use or disclosure would not violate the Privacy Rule if done by the JPA, or the minimum necessary policies and

procedures of the JPA.

- (2) As necessary to perform any and all of its obligations under the Underlying Agreement.
- B. Unless otherwise limited herein, in addition to any other uses and/or disclosures permitted or authorized by this Amendment or required by law, the Member Agency may:
- (1) Use the PHI in its possession for its proper management and administration and to fulfill any legal obligations.
  - (2) Disclose the PHI in its possession to a third party for the purpose of the Member Agency's proper management and administration or to fulfill any legal responsibilities of the Member Agency. The Member Agency may disclose PHI as necessary for the Member Agency's operations only if:
    - (a) The disclosure is required by law; or
    - (b) The Member Agency obtains written assurances from any person or organization to which the Member Agency will disclose such PHI that the person or organization will:
      - (i) hold such PHI in confidence and use or further disclose it only for the purpose of which the Member Agency disclosed it to the third party, or as required by law; and,
      - (ii) The third party will notify the Member Agency of any instances of which it becomes aware in which the confidentiality of the information has been breached.
  - (3) Aggregate the PHI and/or aggregate the PHI with that of other data for the purpose of providing JPA with data analyses related to the Underlying Agreement, or any other purpose, financial or otherwise, as requested by JPA.
  - (4) Not disclose PHI disclosed to the Member Agency by JPA not authorized by the Underlying Agreement or this Amendment without patient authorization or de-identification of the PHI as authorized in writing by JPA.
  - (5) De-identify any and all PHI of JPA received by the Member Agency under this Amendment provided that the de-identification conforms to the requirements of the Privacy Rule and does not preclude timely payment and/or claims processing and receipt.
- C. The Member Agency agrees that it will neither use nor disclose PHI it receives from JPA, or from another business associate of JPA, except as permitted or required by this Amendment, or as required by law, or as otherwise permitted by law.

3. Obligations of the Member Agency. In connection with its use of PHI disclosed by JPA to the Member Agency, the Member Agency agrees to:

- A. Use or disclose PHI only as permitted or required by this Amendment or as required by law.
- B. Use reasonable and appropriate safeguards to prevent use or disclosure of PHI other than as provided for by this Amendment.
- C. To the extent practical, mitigate any harmful effect that is known to the Member Agency of a use or disclosure of PHI by the Member Agency in violation of this Amendment.
- D. Report to JPA any use or disclosure of PHI not provided for by this Amendment of which the Member Agency becomes aware.
- E. Require sub-contractors or agents to whom the Member Agency provides PHI to agree to the same restrictions and conditions that apply to the Member Agency pursuant to this Amendment.
- F. Use appropriate administrative, technical and physical safeguards to prevent inappropriate use or disclosure of PHI created or received for or from the JPA.
- G. Obtain and maintain knowledge of the applicable laws and regulations related to HIPAA, as may be amended from time to time.
- H. Member Agency will notify said party in writing within sixty (60) days where PHI may have been intentionally, and/or inadvertently disclosed and if such disclosure has been secured.
- I. Member Agencies and their personnel acknowledge that all collected PHI needs to be secured at all times.

4. PHI Access, Amendment and Disclosure Accounting.

The Member Agency agrees to:

- A. Provide access, at the request of JPA, within five (5) days, to PHI in a Designated Record Set, to the JPA, or to an Individual as directed by the JPA.
- B. To make any amendment(s) to PHI in a Designated Record Set that the JPA directs or agrees to at the request of JPA or an Individual within sixty (60) days of the request of JPA.
- C. To assist the JPA in meeting its disclosure accounting under HIPAA:
  - (1) The Member Agency agrees to document such disclosures of PHI and information related to such disclosures as would be required for the JPA to respond to a request by an Individual for an accounting of disclosures of PHI.

- (2) The JPA agrees to provide to JPA or an Individual, within sixty (60) days, information collected in accordance with this section to permit the JPA to respond to a request by an Individual for an accounting of disclosures of PHI.
  - (3) The Member Agency shall have available for the JPA the information required by this section for the six (6) years preceding the JPA's request for information.
- D. Make available to the JPA, the Member Agency's internal practices, books and records relating to the use of and disclosure of PHI for purposes of determining the Member Agency's compliance with the Privacy Rule, subject to any applicable legal restrictions.
  - E. Within thirty (30) days of receiving a written request from JPA, make available any and all information necessary for JPA to make an accounting of disclosures of JPA PHI by the Member Agency.
  - F. Within thirty (30) days of receiving a written request from JPA, incorporate any amendments or corrections to the PHI in accordance with the Privacy Rule in the event that the PHI in the Member Agency's possession constitutes a Designated Record Set.
  - G. Not make any disclosure of PHI that JPA would be prohibited from making.
5. Obligations of JPA.
- A. JPA agrees that it will make its best effort to promptly notify the Member Agency in writing of any restrictions on the use and disclosure of PHI agreed to by JPA that may affect the Member Agency's ability to perform its obligations under the Underlying Agreement, or this Amendment.
  - B. JPA agrees that it will make its best effort to promptly notify the Member Agency in writing of any changes in, or revocation of, permission by any Individual to use or disclose PHI, if such changes or revocation may affect the Member Agency's ability to perform its obligations under the Underlying Agreement, of this Amendment.
  - C. JPA agrees that it will make its best effort to promptly notify the Member Agency in writing of any known limitation(s) in its notice of privacy practices to the extent that such limitation may affect the Member Agency's use of disclosure of PHI.
  - D. JPA shall not request the Member Agency to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by JPA, except as may be expressly permitted by the Privacy Rule.
  - E. JPA will obtain any authorizations necessary for the use or disclosure of PHI, so that the Member Agency can perform its obligations under this Amendment and/or the Underlying Agreement.

6. Terms and Termination.

This Amendment shall commence upon the Effective Date and terminate upon the termination of the Underlying Agreement, as provided therein.

7. Amendment to Indemnity.

The Member Agency shall indemnify and hold harmless all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives from any liability whatsoever, based or asserted upon any services of the Member Agency, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Amendment, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever including fines, penalties or any other costs and resulting from any reason whatsoever arising from the performance of the Member Agency, its officers, agents, employees, subcontractors, agents or representatives from this Amendment. The Member Agency shall defend, at its sole expense, all costs and fees including but not limited to attorney fees, cost of investigation, defense and settlements or awards all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives in any claim or action based upon such alleged acts or omissions.

With respect to any action or claim subject to indemnification herein by the Member Agency, the Member Agency shall, at their sole cost, have the right to use counsel of their choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of JPA; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes the Member Agency's indemnification to JPA as set forth herein. The Member Agency's obligation to defend, indemnify and hold harmless JPA shall be subject to JPA having given the Member Agency written notice within a reasonable period of time of the claim or of the commencement of the related action, as the case may be, and information and reasonable assistance, at the Member Agency's expense, for the defense or settlement thereof. The Member Agency's obligation hereunder shall be satisfied when the Member Agency has provided to JPA the appropriate form of dismissal relieving JPA from any liability for the action or claim involved.

The specified insurance limits required in the Underlying Agreement of this Amendment shall in no way limit or circumscribe the Member's obligations to indemnify and hold harmless the JPA herein from third party claims arising from the issues of this Amendment.

In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the Member Agency from indemnifying the JPA to the fullest extent allowed by law.

In the event there is a conflict between this indemnification clause and an indemnification clause contained in the Underlying Agreement of this Amendment, this



indemnification shall only apply to the subject issues included within this Amendment.

8. Amendment. The parties agree to take such action as is necessary to amend this Amendment from time to time as is necessary for JPA to comply with the Privacy Rule and HIPAA generally.
9. Survival. The respective rights and obligations of this Amendment shall survive the termination or expiration of this Amendment.
10. Regulatory References. A reference in this Amendment to a section in the Privacy Rule means the section as in effect or as amended.
11. Conflicts. Any ambiguity in this Amendment and the Underlying Agreement shall be resolved to permit County to comply with the Privacy Rule and HIPAA generally.
12. Except as herein amended, all other parts and sections of this Agreement with the Member Agency, shall remain unchanged and in full force and effect.



# El Dorado County Emergency Services Authority

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**ADVANCED LIFE SUPPORT AMBULANCE AGREEMENT  
BETWEEN  
EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY  
AND  
MEMBER AGENCY**

1. This Agreement made and entered into by and between the El Dorado County Emergency Services Authority (hereinafter referred to as "JPA"); and \_\_\_\_\_ (hereinafter referred to as "Member Agency"), whose principal place of business is \_\_\_\_\_.

**RECITALS**

2. WHEREAS, the JPA is responsible for providing Advanced Life Support [ALS] prehospital medical care within its jurisdiction, in compliance with the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado [Master Contract]; and
3. WHEREAS, Member Agency desires to provide ALS services in El Dorado County, be it for an emergency, at a special event, or routine medical transportation; and
4. WHEREAS, the Member Agency, from time to time is requested to provide Standby Services for Special Events, such as for an event where spectators and/or participants in the event have a potential for illness or injury, or for any situation where an event results in a gathering of persons in one general locale, sufficient in numbers, or engaged in an activity, that creates a need to have one or more EMS resources at the site as defined by EMS Agency Policy issued by the EMS Agency Medical Director; and
5. WHEREAS, the JPA and the Member Agency agree that it is necessary to clearly define all expectations and regulations regarding the provision of Standby and Special Event Services in the current Member Agency Contract; and
6. WHEREAS, this Agreement is developed in compliance with the Master Contract with the County of El Dorado; and
7. WHEREAS, Member Agency agrees to comply with the requirements of the California Health and Safety Code, Division 2.5, Section 1797 et seq.; California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167; the County Emergency Medical Service and Medical Transportation Ordinance; the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; the standards of the El Dorado County EMS Agency, including but not limited to the County EMS Agency Policy

and Procedure Manual, El Dorado County Trauma Plan, and applicable agency, State or local statutes, ordinances or regulations; and

8. WHEREAS, the El Dorado County EMS Agency Medical Director, [EMSA MD] through the County EMS Agency, and as defined in the Master Contract, has the authority to develop overall plans, policies, and medical standards to ensure that effective levels of ALS care are maintained within the County; and that the EMSA MD has the authority for establishing the minimum required medical equipment, medication inventories, and medical protocols, with exception to ambulance specifications; and
9. WHEREAS, the JPA and the Member Agency agree that a higher level of medical training may be necessary to provide patient care. The JPA may require the Member Agency to provide a higher standard of medical training than is required by the California Code of Regulations Title 22; and
10. WHEREAS, the EMSA MD shall have retrospective, concurrent, and prospective medical control including access to all medical information pertinent to data collection, evaluation and analysis; and
11. WHEREAS, County is a Covered Entity, as defined in the Privacy Rule of the Health Insurance Portability and Accountability Act, Pub. L. No. 104-161 of 1996 ("HIPAA") and Member Agency is defined as a Business Associate of the County under this law, which requires protection of any disclosure of PHI pursuant to this Agreement; and
12. Definitions contained in the Master Contract are herein incorporated into this Agreement by reference.

#### SCOPE OF SERVICES

13. Member Agency agrees to provide full service ALS Services as described in this Agreement, and the terms and conditions of the El Dorado County Emergency Medical Service and Medical Transportation Ordinance. In the performance of its obligation hereunder, it is agreed that the Member Agency is subject to the medical control of the EMSA MD, and to the control or direction of the JPA.
14. Member Agency shall provide prehospital ALS service response on a continuous twenty-four (24) hour per day basis, unless otherwise specified by the County EMS Agency, in which case there shall be adequate justification for the exemption, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167. Part-Time Advanced Life Support (PTALS) providers are exempt from this provision.
15. Member Agency shall at all times meet the requirements set forth by the California Highway Patrol; the California Vehicle Code; the State of California Health and Safety Code; the State of California Emergency Medical Services Authority, the California Code of Regulations, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance, the El Dorado County EMS Agency Policies, Procedures and Field Treatment Protocols, and any other applicable statute, ordinance, and resolution

regulating ALS services provided under this Agreement, including but not by way of limitation, personnel, vehicles, equipment, services, and supplies which are the subject of this Agreement.

- In the event of any conflicting statute, ordinance, or regulation, the statute, ordinance, or regulation setting forth the more stringent requirement shall be met.
16. This Agreement is for prehospital ALS services provided in the primary response area of El Dorado County known as CSA No. 7. Member Agency shall be responsible for providing prehospital ALS services for all requests for ALS service received from any person or any agency in the coverage area and dispatched through the designated dispatch center.
  17. Member Agency shall ensure that personnel shall be familiar with local geography throughout the primary response area.

#### SERVICE STANDARDS

18. Member Agency shall respond to requests for emergency medical services from the designated dispatch center. If an ALS unit responds to an emergency medical service without authorization from the designated dispatch center the ALS unit shall notify the dispatch center immediately of such response.
19. Member Agency shall immediately respond to requests for emergency medical service to the address or place given unless diverted by the designated dispatch center.
20. Member Agency shall promptly respond an ALS ambulance to the emergency call unless diverted by the designated dispatch center pursuant to the JPA's System Status Management Plan.
21. Ambulances shall notify the designated dispatch center when in route to, upon arrival at scene, upon departure from the scene, upon arrival at hospital, and upon departure from hospital. Ambulances shall notify the designated dispatch center when they are committed to a call, out of service, or when any other status change occurs.
22. Ambulances shall notify the base hospital and give a report on patient status, treatment given, and shall communicate current and ongoing patient assessments to the Base Hospital, and collaborate with Base Hospital in the provision of care, and follow physician or MICN direction as instructed.
23. If contact with the base Hospital is not obtainable, the Paramedic[s] shall operate under El Dorado County Treatment Protocols.
24. In the event that Member Agency is unable to respond to a request for an ambulance, the Member Agency shall immediately notify the designated dispatch center.

25. Member Agency shall not advertise itself or the responding unit as providing ALS services unless routinely providing ALS services on a continuous twenty-four (24) hour-per-day basis, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167.
26. Member Agency shall meet the maximum response time criteria as established in the Master Contract.
27. Member Agency shall implement said ALS services as a part of the JPA's response system within the Primary Response Area, and adhere to a System Status Management Plan developed by the JPA at all times during the term of this Agreement.
28. The Member Agency shall abide by the policies and operating procedures set forth by the JPA to meet the implementation of the System Status Management Plan including system move-up, staffing adjustments, transfers, standbys, and all other activities of the ambulance service.

#### Standby and Special Event Coverage

##### A. Non-dedicated Standby Ambulance Service

Upon request by law enforcement and/or fire departments, and where available units/staffing exist, the Member Agency may furnish courtesy stand-by ambulance coverage at emergency incidents involving a potential danger to the personnel of the requesting agency or the general public.

Other community service oriented entities may request non-dedicated standby ambulance coverage for special events from the Member Agency. The Member Agency is encouraged to provide such non-dedicated stand-by coverage to events when possible.

The Member Agency will offer such non-dedicated standby ambulance services at no charge.

##### B. Dedicated Standby Ambulance Service

Community service oriented entities or commercial enterprises may request dedicated stand-by ambulance coverage for special events from the Member Agency. Each dedicated standby ambulance service event shall have a two-hour minimum.

The Member Agency will offer such dedicated standby ambulance services at the rates established by the El Dorado County Board of Supervisors. The Member Agency is hereby authorized by JPA to execute any necessary contracts for these services with the requester of services. Member Agency shall secure all billing information required by County so that County can bill the responsible parties for such services, and provide to the JPA a copy of any such contract and required billing information.

#### DESIGNATIONS

29. The designated Base Hospital provides on-line medical control according to the California Health and Safety Code, Division 2.5, Section 1798 through and including Section 1798.105. The designated Base Hospital for County Service Area No. 7 is Marshall Hospital.
30. The designated dispatch center for County Service Area No. 7 is Cal Fire, identified as Camino on the radio and currently located at Mount Danaher. Member Agency shall respond to requests for prehospital ALS services from the designated dispatch center.

#### PERSONNEL

31. Member Agency shall ensure that all Paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. Member Agency shall ensure that EMT personnel are State of California certified. Personnel whose certification/accreditation has lapsed shall not be allowed to provide prehospital care within El Dorado County until they have met all requirements to bring current their certification/accreditation.
  - A. Member Agency shall ensure compliance with all EMT and EMT-P regulations from the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9, and ensure that the County EMS Agency Policies, Procedures and Field Treatment Protocols are followed. For each new employee, Member Agency shall provide a copy of such records of certification and/or accreditation to the JPA.
  - B. Member Agency shall ensure that all personnel will not use intoxicating substances while on duty, nor shall they be used in the eight (8) hours prior to reporting for duty.
32. Member Agency shall maintain a minimum ambulance staffing level of not less than one (1) EMT and one (1) Paramedic.
33. In the case of a Critical Care Transport (CCT), each CCT ambulance shall be staffed with a minimum of one EMT and qualified medical person(s) to provide critical care during transport, as agreed upon by the sending hospital. Each ambulance shall be equipped with appropriate medical equipment and supplies.
34. Member Agency shall ensure that the medical certification and/or accreditation level of all personnel be clearly displayed. Said identification shall be worn as deemed operationally necessary.
35. The maximum unit hour utilization (UHU) for 24-hour ambulance transport unit crews shall not exceed 0.40 continuously without County approval. County shall review the JPA's System Status Management Plan any time the ratio of transports to unit-hour production exceeds 0.40 UHU.
36. Member Agency shall maintain good working relationships with fire agencies; first response agencies; law enforcement; base hospitals; County EMS Agency; and City and County staff. The conduct of personnel must be professional and courteous at all times.

37. Member Agency shall conduct annual written performance evaluations on each employee with regard to their medical duties and performance.
38. Member Agency shall participate in the Department of Motor Vehicle Pull Notice program for regular updates of employees' driver's license status.
39. Member Agency shall comply with all applicable JPA policies, operating procedures, and standards.
40. The Member Agency will negotiate individually with recognized employee organizations for wage and fringe benefits as well as working conditions, and that there may be some differences between Member Agency's policies resulting from such memoranda of understanding.
41. The Member Agency shall not make a final decision on its employees' Workers Compensation and/or PERS industrially related disability retirements involved with the conduct of duties described in this Agreement until notice is given to the JPA of the District's intent.
  - a. JPA shall have forty-five (45) days after the notice of intent to respond to the Member Agency with a recommendation therein.
  - b. Ultimate responsibility for the retirement application shall rest with the Member Agency.
  - c. If there is a disagreement between the JPA and the Member Agency regarding disability, the Workers' Compensation carrier will make the final Member Agency level decision regarding liability.
42. The JPA shall bear the responsibility for any increased Workers' Compensation costs or contributions for JPA funded employees where increases are related to claims by JPA funded employees.
43. The JPA shall annually provide for and maintain in a separate fund for the benefit of Member Agency the accrued vacation and sick leave payoffs for JPA funded employees. The fund shall include the amount provided by the County to the JPA for such costs.

#### EQUAL OPPORTUNITY EMPLOYER

44. Member Agency shall be an equal opportunity employer and shall be committed to an active Equal Employment Opportunity Program (EEOP). It shall be the stated policy of Member Agency that all employees and applicants shall receive equal consideration and treatment in employment without regard to race, color, religion, ancestry, national origin, age (over 40) sex, marital status, medical condition, or physical handicap.

All recruitment, hiring, placements, transfers and promotions will be on the basis of individual skills, knowledge and abilities, regardless of the above identified. All other personnel actions such as compensation, benefits, layoffs, terminations, training, etc., are

also administered without discrimination. Equal employment opportunity will be promoted through a continual and progressive EEOP. The objective of an EEOP is to ensure nondiscrimination in employment and, wherever possible, to actively recruit and include for consideration for employment minorities, women and the physically handicapped.

### TRAINING & EDUCATION

45. Member Agency shall maintain records of all EMS training, continuing education and skills maintenance as required by the El Dorado County EMS Agency. Member Agency shall provide to the County EMS Agency specific records upon written request, through the JPA.
46. Member Agency shall participate in EMS system components that include paramedic, nurse and trainee field observations including ride-a-longs, disaster drills, and continuing education programs.
47. Member Agency shall provide qualified paramedic personnel to be Field Training Officers (FTO's) to instruct and accredit paramedics who are new to the system or who are in an approved paramedic internship program. FTO's shall provide orientation to El Dorado County EMS Policies, Procedures, Protocols, Trauma Plan, EMS Plan; EMS radio communication and Base Station receiving hospitals, and the JPA Policies & Procedures. FTO's shall provide training in any optional scope of practice procedure currently in effect in El Dorado County.
  - Member Agency shall ensure that FTO's shall be allowed to attend meetings and/or training pertinent to the El Dorado County EMS system. The EMSA MD shall approve all El Dorado County FTO's.
48. Member Agency shall participate in providing community education on 9-1-1 system access, CPR and first aid, and may utilize community organizations to support and enhance local community efforts in providing public education.
49. The Member Agency agrees that paramedics shall receive training and maintain their certifications in Advanced Cardiac Life Support (ACLS)\* and Pediatric Advanced Life Support (PALS)\* or a comparable advanced pediatric life support course approved by the EMSA MD.

\* Per American Heart Association Guidelines.
50. The Member Agency agrees that paramedics shall receive training and maintain their accreditation in the El Dorado County local paramedic renewal program as required annually by the Emergency Medical Services Medical Director. Such training shall not exceed four (4) hours unless approved by the JPA System Status Management Committee prior to the implementation of any proposed training.

### QUALITY ASSURANCE

51. Member Agency shall have and maintain a comprehensive internal medical and operational quality assurance policy that is approved by the JPA and County EMSA. This program



shall, at a minimum, monitor and evaluate the prehospital Advanced Life Support services required in this Agreement. The program shall be reviewed and approved by the JPA.

52. Member Agency shall participate in assigned JPA quality improvement/quality assurance activities, and shall appoint appropriate personnel to serve on prehospital and disaster committees, as needed. These committees and/or activities shall include, but are not limited to, Continuous Quality Improvement Committee (CQIC), Medical Advisory Committee (MAC), peer review, post incident critiques, and or as mutually agreed upon between the Member Agency and the JPA
53. Member Agency shall cooperate fully in supplying all requested documentation to the JPA, the Base Hospital and the County EMS Agency, and shall participate fully in all quality assurance programs mandated by the County.
54. Member Agency shall allow inspections, site visits or ride-a-longs at any time by JPA and County EMS Agency staff, with a minimum of one (1) hour notice to the Fire Chief for purposes of JPA contract compliance and medical quality assurance.

#### MUTUAL AID, MASS CASUALTY & DISASTER

55. Mutual aid response shall be performed in accordance with approved cover and mutual aid agreements. In the course of rendering Mutual Aid, the Member Agency shall be exempt from the maximum response time standards criteria. Member Agency shall advise dispatch that they are unable to respond to mutual aid requests if such response is in conflict with a response in the Primary Response Area.
56. Member Agency shall cooperate with JPA in establishing disaster and multi-casualty incident plans, policies and procedures; and assist in planning and participate in interagency disaster/multi-casualty incident training exercises annually.
57. During declared disasters or large-scale multi-casualty incidents, Member Agency shall be exempt from all responsibilities for response-time performance. When the Member Agency is notified that disaster assistance is no longer required, the Member Agency shall return its resources to the primary area of responsibility, and shall resume all operations in a timely manner.

#### AMBULANCE SUPPLIES & EQUIPMENT

58. Member Agency shall possess and maintain adequate drug and solution inventories, drugs, and supplies in compliance with the El Dorado County EMS Agency, and JPA Policies and Procedures Manuals.
59. Standards for medical equipment shall be in compliance with the County EMS Agency Policy and Procedure Manual. The County EMS Agency shall maintain the Policy and Procedure Manual and manual updates online at their website. Member Agency shall be charged with knowledge of the Policies & Procedures. Policies and Procedures shall be updated from time to time as determined necessary by the County EMS Agency.

60. Compliance with these medical equipment requirements is mandated for in service reserve ambulances. The ambulance and supplies shall be maintained in a clean, sanitary and safe mechanical condition at all times.
61. Upon inspection by the County or the JPA, any primary or in service, reserve ambulance failing to meet these medical equipment requirements shall be immediately removed from service and remain out of service until any deficiency is corrected. At the time when a reserve ambulance unit is used to provide the services required by this Agreement, the unit shall comply with all equipment requirements as specified in this Agreement.
62. Member Agency shall utilize and maintain two-way communication equipment that is compatible with County approved dispatch, designated Base Station facilities and all EMS users. Communication capabilities and use of frequencies may be monitored by the JPA and the County EMS Agency.
63. Member Agency shall recognize the right of the JPA to move issued equipment to another Member Agency as needed to assure system wide services, as long as such movement does not impede Member Agency's ability to provide the services defined in the Master Contract.
64. Member Agency shall not take ownership of the ambulance and all related equipment.
65. The JPA shall provide ambulances and all other pertinent equipment needed to function as an Advance Life Support Unit.

#### REPORTS & POLICIES

66. Member Agency shall submit reports and data to the JPA in a form and manner approved by the JPA. The articles hereinafter detail reporting requirements and timetables, which are intended to be mandatory and exemplary but not intended to be all-inclusive. Member Agency shall be responsible to ensure that all information is provided to the JPA in a timely manner as indicated throughout this Agreement.
67. Member Agency personnel shall utilize the El Dorado County "Prehospital Care Report" (PCR) (in electronic digital and/or paper form) for all emergency and non-emergency responses including non-transports.
  - A. The Prehospital Care Report and billing paperwork shall be submitted to the County according to the time frames established in writing by Ambulance Billing as required by El Dorado County EMS Policy.
  - B. Member Agency personnel shall perform due diligence to obtain and transmit all required billing and patient care information. If circumstances arise which limit the availability of patient information, billing information, and associated information, Member Agency shall remain responsible to obtain the required information and submit it to the County. Member Agency personnel shall adhere to the requirements of the El Dorado County EMS Policy for proper reporting and documentation.

- C. In the case of ALS first responder where the first responder maintains patient care and rides in the ambulance one of the following documentation options shall be utilized, a) PCR may be filled out by the first responder paramedic and utilized as the only PCR for that patient; or, b) the first responder paramedic completes a first responder PCR, and the ambulance paramedic completes a separate PCR. The ambulance PCR may refer to the first responder PCR by writing "See First Responder PCR" where appropriate. Where the first responder report is not complete prior to the ambulance leaving the scene, and any portion of the incomplete PCR is passed on to the transporting unit, it shall not be considered an official document.
68. Ambulance Billing shall notify the JPA of failure to adequately complete a PCR. Repeated failures to adequately complete the PCR shall be reported to the JPA, and the JPA shall notify Member Agency to correct the omission/error situation. The Member Agency shall have five calendar days in which to furnish the required information to Ambulance Billing.
  69. Member Agency shall furnish its personnel with Incident Report forms, and shall ensure that its personnel understand and utilize such forms. Member Agency shall notify the JPA within 24 hours of a sentinel event. Examples: injury to patient, crew or public, or high profile incident. Member Agency may also provide notification and Incident Forms to the El Dorado County EMS Agency.
  70. Member Agency designated dispatch center shall document each occurrence of Mutual Aid emergency medical response into the Primary Response Area by an out-of-area ambulance service entity, or Mutual Aid rendered to another agency outside the Primary Response Area on an Incident Report Form. Such report shall detail the time of incident dispatch, time that mutual aid was requested, location of incident, and the reason Mutual Aid was required.
  71. Member Agency shall document any and all incidents of unusual activities or occurrences that impacted or had an effect on the normal delivery of services. Events that an attending Paramedic or the Member Agency feel should be documented but are not appropriate to include on the PCR should be included on the Incident Report. Such activities may include but are not limited to: acts of violence, combative patients, patient care concerns, inter-agency conflicts, medical equipment failures, obstacles to responses including chronic adverse road conditions, and radio, dispatch, or communication failures. Any other unusual activities that have the potential of affecting patient care shall be documented.
  72. Member Agency shall document vehicle failure above and beyond usual scheduled maintenance and repairs and ambulance vehicle accidents that could potentially have a detrimental effect on patient care issues. Vehicle failure and ambulance accident reports shall be sent to the JPA within 24 hours of the occurrence.
  73. For each response within the previous calendar month that exceeds the Response Time Standard for the area of dispatch location (Urban, Semi-Rural, Rural, or Wilderness) Member Agency shall submit a Response Time Exception Report to the JPA. The reason for the delayed response time shall be clear, precise, and verifiable in order to determine if

the exception is acceptable. These reports shall be submitted to the JPA for the previous calendar month of service on a monthly basis.

74. Member Agency shall provide to the JPA complete and legible maintenance reports by the third Wednesday of the following month.
75. Member Agency shall be responsible to comply with all operational policies and standards currently articulated in this Agreement; the JPA's Policy and Procedure Manual; the Health and Safety Code, Division 2.5; California Code of Regulations, Title 22, Division 9, policies and procedures promulgated by the California Emergency Medical Services Authority and by the El Dorado County Medical Services Agency.
76. The Member Agency will provide services to JPA and in conjunction with the provision of such services, certain Protected Health Information ("PHI") may be made available to Member Agency for the purposes of carrying out its obligations. Member Agency agrees to comply with all the terms and conditions of Appendix A, HIPAA Business Associate Agreement, attached hereto and made by reference a part hereof, regarding the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the regulations promulgated thereunder.

In as much as an exchange of Protected Health Information (PHI) will occur between JPA and Member Agency, Member Agency agrees to faithfully distribute to patient the El Dorado County Notice of Privacy Practices, to be supplied by JPA, before the first delivery of service for all non-emergency transfers and dry runs with patient contact, where services were provided to patient. All Notices of Privacy Practices for emergency transfers will be mailed by El Dorado County Ambulance Billing as soon as practical following the provision of services.

77. Member Agency shall comply with all applicable JPA policies, operating procedures, and standards.
78. Member Agency shall maintain an equipment inventory list and conduct an annual inventory of all fixed assets of JPA and/or CSA-7. The list shall be submitted to the JPA annually and certified by the Member Agency that it is accurate.

#### COMPETITION

79. Member Agency, and its principals are prohibited from engaging in any enterprise that effectively results in competition for emergency and non-emergency ambulance services of any kind within the Primary Response Area as described in this Agreement

#### BILLING FOR SERVICES

80. Parties receiving non-emergency and/or emergency medical transport services from Member Agency shall be billed by County Ambulance Billing for said services. Ambulance personnel shall not request nor receive payment for any services provided pursuant to this Agreement, nor shall they quote charges to the patient or any other concerned individuals, or extend promises for special treatment regarding billable charges. JPA shall provide

ambulance billing rate forms to ambulance personnel, and personnel may make these forms available to individuals upon request.

### COMPENSATION

81. Compensation shall be the JPA Board approved, budget amounts.
82. Member Agency shall maintain fiscal records necessary and prudent to meet the standards for accounting practices in use by the County, County Service Area 7 and the JPA.
83. The JPA will reimburse other Member Agency's for any use of their personnel, on a regular basis, in order to provide coverage of back-up units, special details or assignments, or cover for manpower shortages, such reimbursement to be at the actual cost of such services to the other members of the JPA.
84. A Member Agency shall not assume liability for the payment of salary, wages or other compensation to officers, agents or employees of the other Member Agency's or parties performing service under the Master Contract, or any liability other than that provided in this agreement.
85. Member Agency shall not be responsible for claims to benefits, wages, seniority, or other employee rights granted by any other Member Agency to its employees if or when such other Member Agency employees are assigned to the Member Agency in the performance of services and functions pursuant to this agreement.
86. Member Agency shall not be liable for compensation to or indemnification of other Member Agency or parties performing service under the Master Contract for injury or sickness arising out of the performance of this agreement.
87. The JPA shall provide the funding for ambulance attendants' professional liability coverage for operations involving ambulance medical services, and for collision and comprehensive coverage for equipment of and on the ambulance.
88. The JPA will reimburse the Member Agency for any increased costs that arise as a result of JPA activities, including but not limited to long-term insurance experience rates, substantial claims of malpractice, errors or omissions, or claims relating directly as a part of JPA activities.
89. The JPA shall provide dispatch services for ambulances, as defined in the Master Contract.

### CHANGES

90. This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and approved by the duly authorized Boards and fully executed by duly authorized officers of the parties hereto.
  - A. This Agreement may be terminated by either party, upon receipt of written notice, with at least a 90-calendar day advance notice.

- B. The JPA may deny, suspend or revoke this Agreement for failure of the Member Agency to comply with this Agreement, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance; or applicable policies, procedures and regulations.

#### INDEPENDENT PROVIDER

- 91. Member Agency is, and shall be at all times, deemed independent and shall be wholly responsible for the manner in which it performs services required by terms of this Agreement. Member Agency exclusively assumes responsibility for acts of its employees, associates, and subcontractors, if any are authorized herein, as they relate to services to be provided under this Agreement during the course and scope of their employment.
  - A. Member Agency shall be responsible for performing the work under this Agreement in a safe, professional, skillful and workmanlike manner and shall be liable for its own negligence and negligent acts of its employees. JPA shall not be charged with responsibility of preventing risk to the Member Agency or its employees.
  - B. JPA engages Member Agency for Member Agency's unique qualifications and skills as well as those of Member Agency's personnel. Member Agency shall not subcontract, delegate or assign services to be provided, in whole or in part, to any other person or entity without prior written consent of JPA.

#### NON-DISCRIMINATION, BENEFITS, & FACILITIES

- 92. Member Agency certifies under the laws of the State of California that Member Agency shall not unlawfully discriminate in the provision of services because of race, color, creed, national origin, sex, age, or physical or mental disability as provided by State and federal law and in accordance with Title VI of the Civil Rights Act of 1964 [42 USC 2000(d)]; Age Discrimination Act of 1975 (42 USC 6101); Rehabilitation Act of 1973 (29 USC 794); Education Amendments of 1972 (20 USC 1681); Americans with Disabilities Act of 1990 (42 USC 12132); Title 45, Code of Federal Regulations, Part 84; provisions of the Fair Employment and Housing Act (Government Code Section 129000 et seq.); and regulations promulgated thereunder (Title 2, CCR, Section 7285.0 et seq.); Title 2, Division 2, Article 9.5 of the California Government Code, commencing with Section 11135; and Title 9, Division 4, Chapter 6 of the California Code of Regulations, commencing with Section 10800.
- 93. For the purpose of this Agreement, discriminations on the basis of race, color, creed, national origin, sex, age, or physical or mental disability include, but are not limited to, the following: denying a participant any service or providing a benefit to a participant which is different, or is provided in a different manner or at a different time from that provided to other participants under this Agreement; subjecting a participant to segregation or separate treatment in any matter related to the receipt of any service; restricting a participant in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service or benefit; and/or treating a participant differently from others in determining whether the

participant satisfied any admission, enrollment, eligibility, membership or other requirement or condition which individuals must meet in order to be provided any service or benefit.

#### INDEMNITY

94. To the fullest extent of the law, Member Agency shall defend, indemnify, and hold the JPA harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, JPA employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Member Agency's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the JPA, the Member Agency, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of the JPA, its officers and employees, or as expressly provided by statute. This duty of Member Agency to indemnify and save JPA harmless includes the duties to defend set forth in California Civil Code Section 2778.
95. To the fullest extent of the law, JPA shall defend, indemnify, and hold the Member Agency harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, Member Agency employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the JPA's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the JPA, the Member Agency, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of the Member Agency, its officers and employees, or as expressly provided by statute. This duty of JPA to indemnify and save Member Agency harmless includes the duties to defend set forth in California Civil Code Section 2778.

#### INSURANCE

96. The Member Agency shall provide to the JPA proof of a policy of insurance and documentation evidencing that the Member Agency maintains insurance that meets the following requirements set forth hereinafter.
  - A. Full Worker's Compensation and Employers' Liability Insurance covering all JPA funded employees of the Member Agency as required by law in the State of California.
  - B. Commercial General Liability Insurance of not less than \$6,000,000 combined single limit per occurrence for bodily injury and property damage.
  - C. Automobile Liability Insurance of not less than \$6,000,000 on the ambulances.

- D. Professional liability for JPA funded employees is required with a limit of liability of not less than \$6,000,000 per occurrence.
  - E. Member Agency shall furnish a certificate of insurance satisfactory to the JPA as evidence that the insurance required above is being maintained. The insurance shall be issued by an insurance company acceptable to the JPA.
97. Member Agency agrees that the insurance required above shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires at any time or times during the term of this Agreement, Member Agency agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of term of the Agreement, or for a period of not less than one (1) year. New certificates of insurance are subject to the approval of the JPA and Member Agency agrees that no work or services shall be performed prior to the giving of such approval. In the event Member Agency fails to keep in effect at all times insurance coverage as herein provided, JPA may, in addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event.
- A. The certificate of insurance must include the following provisions stating that:
    - 1) The insurer shall not cancel the insured's coverage without thirty (30) days prior written notice to JPA, and;
    - 2) The JPA, its officers, officials, employees, and volunteers are included as additional insured, but only insofar as the operations under this Agreement are concerned. This provision shall apply to all liability policies except worker's compensation and professional liability insurance policies.
98. Member Agency's insurance coverage shall be primary insurance as respects to the JPA, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the JPA its officers; officials, employees or volunteers shall be in excess of the Member Agency's insurance and shall not contribute with it.
- A. Any deductibles or self-insured retentions must be declared to and approved by the JPA, either:
    - 1. The insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the JPA, its officers, officials, employees, and volunteers; or
    - 2. Member Agency shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
99. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the JPA, its officers, officials, employees or volunteers.
100. The insurance companies shall have no recourse against the JPA, its officers and employees or any of them for payment of any premiums or assessments under any policy issued by any insurance company.



101. The Member Agency's obligations shall not be limited by the foregoing insurance requirements and shall survive expiration of this Agreement.
102. In the event the Member Agency cannot provide an occurrence policy, Member Agency shall provide insurance covering claims made as a result of performance of this Agreement for not less than three (3) years following completion of performance of this Agreement.
- Certificate of insurance shall meet such additional standards as may be determined by the JPA.

#### INTEREST OF PUBLIC OFFICIAL

103. Except for their duties to the JPA Board, no official or employee of Member Agency who exercises any functions or responsibilities in review or approval of services to be provided by Member Agency under this Agreement shall participate in or attempt to influence any decision relating to this Agreement which affects his/her personal interest or interest of any corporation, partnership, or association in which he/she is directly or indirectly interested; nor shall any such official or employee of the JPA have any interest, direct or indirect, in this Agreement or the proceeds thereof.

#### INTEREST OF MEMBER AGENCY

104. Member Agency covenants that Member Agency presently has no personal interest or financial interest, and shall not acquire same in any manner or degree in either: 1) any other agreement or contract connected with or directly affected by the services to be performed by this Agreement; or, 2) any other entities connected with or directly affected by the services to be performed by this Agreement.

#### VENUE

105. Any dispute resolution action arising out of this Agreement, including, but not limited to, litigation, mediation, or arbitration, shall be brought in El Dorado County, California, and shall be resolved in accordance with the laws of the State of California. Member Agency waives any removal rights it might have under Code of Civil Procedure Section 394.

#### ADMINISTRATION

106. All notices to be given by the parties hereto shall be in writing and sent postage prepaid by registered mail. Notices to Member Agency shall be addressed as follows, or to such other location as either party directs:

JPA  
480 Locust Road  
Diamond Springs, CA 95619  
530-642-0622  
Attn: Executive Director

Member Agency

107. The JPA Officer or employee responsible for administering this Agreement is the Executive Director, or successor.

#### DISPUTES

108. Should any disputes arise between and/or among the Member Agency, other Member Agencies, the JPA or EMSA, all parties will have the right to bring such disputes to the JPA Board of Directors, as provided by the Master Contract.

#### STATUS

109. In performance of the services herein provided for, Member Agency shall be, and is, an independent contractor, and is not an agent or employee of JPA.

110. Pursuant to this agreement, it is acknowledged and agreed that the JPA and Member Agency both are legally separate entities. No other special relationship will arise from this agreement except as so stated.

#### FORCE MAJEURE

111. If any party hereto is rendered unable, wholly or in part, by Force Majeure to carry out its obligations under this agreement, that party shall give to the other parties hereto prompt written notice of the Force Majeure with reasonable full particulars concerning it.

112. Thereupon, the obligations of the party giving the notice, so far as they are affected by the Force Majeure, shall be suspended during, but no longer than the continuance of, the Force Majeure, except for a reasonable time thereafter required to resume performance.

113. During any period in which any party hereto is excused from performance by reason of the occurrence of an event of Force Majeure, the party so excused shall promptly, diligently, and in good faith take all reasonable action required in order for it to be able to commence or resume performance of its obligations under the agreement.

114. Without limiting the generality of the foregoing, the party so excused from performance shall, during any such period of Force Majeure, take all actions reasonably necessary to terminate any temporary restraining orders or preliminary or permanent injunctions to enable it to so commence or resume performance of its obligations under the agreement

115. The party whose performance is excused due to the occurrence of an event of Force Majeure shall, during such period, keep the other parties notified of all such actions required in order for it to be able to commence or resume performance of its obligations under the agreement.

116. Force Majeure is defined as an act of God, act of public enemy, war and other causes not reasonably within the control of any parties hereto.

- 117. The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.
- 118. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect without being impaired or invalidated in any way.
- 119. This agreement shall become effective when fully executed by the parties hereto and will remain in effect, unless terminated pursuant to provisions herein. This Agreement will be reviewed before March 1<sup>st</sup> of each year.
- 120. This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties, and they incorporate or supersede all prior written or oral agreements or understandings.
- 121. In witness whereof, the parties hereto have executed this Agreement the day and year first below written.

\_\_\_\_\_ Date \_\_\_\_\_  
For the JPA

\_\_\_\_\_ Date \_\_\_\_\_  
For the Member Agency

**Appendix A**

**HIPAA Business Associate Agreement**

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY  
AND  
MEMBER AGENCY

This HIPAA Business Associate Agreement Amendment (“Amendment”) entered into by the El Dorado County Emergency Services Authority (hereinafter referred to as “the JPA”) and \_\_\_\_\_ (hereinafter referred to as “Member Agency”) supplements and is made part of the Member Agency Advanced Life Support Ambulance Agreement. (“Underlying Agreement”) as of the date of approval by the parties (the “Effective Date”).

**RECITALS**

WHEREAS, JPA and the Member Agency entered into the Underlying Agreement pursuant to which the Member Agency provides services to JPA, and in conjunction with the provision of such services, certain Protected Health Information (“PHI”) may be made available to the Member Agency for the purposes of carrying out its obligations under the Underlying Agreement; and

WHEREAS, the provisions of the Health Insurance Portability and Accountability Act, Pub. L. No. 104-161 of 1996 (“HIPAA”), more specifically the regulations found at Title 45, CFR, Parts 160 and 164 (the “Privacy Rule”), as may be amended from time to time, which are applicable to the protection of any disclosure of PHI pursuant to the Underlying Agreement; and

WHEREAS, County is a Covered Entity, as defined in the Privacy Rule; and

WHEREAS, the Member Agency, when a recipient of PHI from JPA, is a Business Associate as defined in the Privacy Rule; and

WHEREAS, the parties agree that any disclosure or use of PHI be in compliance with the Privacy Rule or other applicable law; and

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. Definitions. Unless otherwise provided in this Amendment, capitalized terms shall have the same meanings as set forth in the Privacy Rule, as may be amended from time to time.
2. Scope of Use and Disclosure by the Member Agency of County Disclosed PHI.
  - A. The Member Agency shall be permitted to use PHI disclosed to it by the JPA:

- (1) On behalf of the JPA, or to provide services to the JPA for the purposes contained herein, if such use or disclosure would not violate the Privacy Rule if done by the JPA, or the minimum necessary policies and procedures of the JPA.
  - (2) As necessary to perform any and all of its obligations under the Underlying Agreement.
- B. Unless otherwise limited herein, in addition to any other uses and/or disclosures permitted or authorized by this Amendment or Required by Law, the Member Agency may:
- (1) Use the PHI in its possession for its proper management and administration and to fulfill any legal obligations.
  - (2) Disclose the PHI in its possession to a third party for the purpose of the Member Agency's proper management and administration or to fulfill any legal responsibilities of the Member Agency. The Member Agency may disclose PHI as necessary for the Member Agency's operations only if:
    - (a) The disclosure is Required by Law; or
    - (b) The Member Agency obtains written assurances from any person or organization to which the Member Agency will disclose such PHI that the person or organization will:
      - (i) Hold such PHI in confidence and use or further disclose it only for the purpose of which the Member Agency disclosed it to the third party, or as Required by Law; and,
      - (ii) The third party will notify the Member Agency of any instances of which it becomes aware in which the confidentiality of the information has been breached.
  - (3) Aggregate the PHI and/or aggregate the PHI with that of other data for the purpose of providing JPA with data analyses related to the Underlying Agreement, or any other purpose, financial or otherwise, as requested by JPA.
  - (4) Not disclose PHI disclosed to the Member Agency by JPA not authorized by the Underlying Agreement or this Amendment without patient authorization or de-identification of the PHI as authorized in writing by JPA.
  - (5) De-identify any and all PHI of JPA received by the Member Agency under this Amendment provided that the de-identification

conforms to the requirements of the Privacy Rule and does not preclude timely payment and/or claims processing and receipt.

- C. The Member Agency agrees that it will neither use nor disclose PHI it receives from JPA, or from another business associate of JPA, except as permitted or required by this Amendment, or as Required by Law, or as otherwise permitted by law.

3. Obligations of the Member Agency. In connection with its use of PHI disclosed by JPA to the Member Agency, the Member Agency agrees to:

- A. Use or disclose PHI only as permitted or required by this Amendment or as Required by Law.
- B. Use reasonable and appropriate safeguards to prevent use or disclosure of PHI other than as provided for by this Amendment.
- C. To the extent practical, mitigate any harmful effect that is known to the Member Agency of a use or disclosure of PHI by the Member Agency in violation of this Amendment.
- D. Report to JPA any use or disclosure of PHI not provided for by this Amendment of which the Member Agency becomes aware.
- E. Require sub-contractors or agents to whom the Member Agency provides PHI to agree to the same restrictions and conditions that apply to the Member Agency pursuant to this Amendment.
- F. Use appropriate administrative, technical and physical safeguards to prevent inappropriate use or disclosure of PHI created or received for or from the JPA.
- G. Obtain and maintain knowledge of the applicable laws and regulations related to HIPAA, as may be amended from time to time.
- H. Member Agency will notify said party in writing within sixty (60) days where PHI may have been intentionally, and/or inadvertently disclosed and if such disclosure has been secured.
- I. Member Agencies and their personnel acknowledge that all collected PHI needs to be secured at all times.

4. PHI Access, Amendment and Disclosure Accounting.

The Member Agency agrees to:

- A. Provide access, at the request of JPA, within five (5) days, to PHI in a Designated Record Set, to the JPA, or to an Individual as directed by the JPA.

- B. To make any amendment(s) to PHI in a Designated Record Set that the JPA directs or agrees to at the request of JPA or an Individual within sixty (60) days of the request of JPA.
  - C. To assist the JPA in meeting its disclosure accounting under HIPAA:
    - (1) The Member Agency agrees to document such disclosures of PHI and information related to such disclosures as would be required for the JPA to respond to a request by an Individual for an accounting of disclosures of PHI.
    - (2) The JPA agrees to provide to JPA or an Individual, within sixty (60) days, information collected in accordance with this section to permit the JPA to respond to a request by an Individual for an accounting of disclosures of PHI.
    - (3) The Member Agency shall have available for the JPA the information required by this section for the six (6) years preceding the JPA's request for information (except the Member Agency need have no information for disclosures occurring before April 14, 2003).
  - D. Make available to the JPA, the Member Agency's internal practices, books and records relating to the use of and disclosure of PHI for purposes of determining the Member Agency's compliance with the Privacy Rule, subject to any applicable legal restrictions.
  - E. Within thirty (30) days of receiving a written request from JPA, make available any and all information necessary for JPA to make an accounting of disclosures of JPA PHI by the Member Agency.
  - F. Within thirty (30) days of receiving a written request from JPA, incorporate any amendments or corrections to the PHI in accordance with the Privacy Rule in the event that the PHI in the Member Agency's possession constitutes a Designated Record Set.
  - G. Not make any disclosure of PHI that JPA would be prohibited from making.
5. Obligations of JPA.
- A. JPA agrees that it will make its best effort to promptly notify the Member Agency in writing of any restrictions on the use and disclosure of PHI agreed to by JPA that may affect the Member Agency's ability to perform its obligations under the Underlying Agreement, or this Amendment.
  - B. JPA agrees that it will make its best effort to promptly notify the Member Agency in writing of any changes in, or revocation of, permission by any Individual to use or disclose PHI, if such changes or revocation may affect

the Member Agency's ability to perform its obligations under the Underlying Agreement of this Amendment.

- C. JPA agrees that it will make its best effort to promptly notify the Member Agency in writing of any known limitation(s) in its notice of privacy practices to the extent that such limitation may affect the Member Agency's use of disclosure of PHI.
- D. JPA shall not request the Member Agency to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by JPA, except as may be expressly permitted by the Privacy Rule.
- E. JPA will obtain any authorizations necessary for the use or disclosure of PHI, so that the Member Agency can perform its obligations under this Amendment and/or the Underlying Agreement.

6. Terms and Termination.

This Amendment shall commence upon the Effective Date and terminate upon the termination of the Underlying Agreement, as provided therein.

7. Amendment to Indemnity.

The Member Agency shall indemnify and hold harmless all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives from any liability whatsoever, based or asserted upon any services of the Member Agency, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Amendment, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever including fines, penalties or any other costs and resulting from any reason whatsoever arising from the performance of the Member Agency, its officers, agents, employees, subcontractors, agents or representatives from this Amendment. The Member Agency shall defend, at its sole expense, all costs and fees including but not limited to attorney fees, cost of investigation, defense and settlements or awards all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives in any claim or action based upon such alleged acts or omissions.

With respect to any action or claim subject to indemnification herein by the Member Agency, the Member Agency shall, at their sole cost, have the right to use counsel of their choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of JPA; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes the Member Agency's indemnification to JPA as set forth herein. The Member Agency's obligation to defend, indemnify and hold harmless JPA shall be subject to JPA having given the Member Agency



written notice within a reasonable period of time of the claim or of the commencement of the related action, as the case may be, and information and reasonable assistance, at the Member Agency's expense, for the defense or settlement thereof. The Member Agency's obligation hereunder shall be satisfied when the Member Agency has provided to JPA the appropriate form of dismissal relieving JPA from any liability for the action or claim involved.

The specified insurance limits required in the Underlying Agreement of this Amendment shall in no way limit or circumscribe the Member's obligations to indemnify and hold harmless the JPA herein from third party claims arising from the issues of this Amendment.

In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the Member Agency from indemnifying the JPA to the fullest extent allowed by law.

In the event there is a conflict between this indemnification clause and an indemnification clause contained in the Underlying Agreement of this Amendment, this indemnification shall only apply to the subject issues included within this Amendment.

8. Amendment. The parties agree to take such action as is necessary to amend this Amendment from time to time as is necessary for JPA to comply with the Privacy Rule and HIPAA generally.
9. Survival. The respective rights and obligations of this Amendment shall survive the termination or expiration of this Amendment.
10. Regulatory References. A reference in this Amendment to a section in the Privacy Rule means the section as in effect or as amended.
11. Conflicts. Any ambiguity in this Amendment and the Underlying Agreement shall be resolved to permit County to comply with the Privacy Rule and HIPAA generally.
12. Except as herein amended, all other parts and sections of this Agreement with the Member Agency, shall remain unchanged and in full force and effect.