



# El Dorado County Emergency Services Authority

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**Finance Committee Meeting  
Wednesday, October 2, 2013, 1:00 p.m.  
Diamond Springs Fire Station #49 – Conference Room**

## **AGENDA**

- |   |         |
|---|---------|
| <b>1. Call to Order</b>   | Keating |
| <b>2. Approval of Agenda</b>  | Keating |
| <b>3. Approval of Finance Meeting Minutes of September 10, 2013</b> | Keating |
| <b>4. Old Business</b>  | Hackett |
| 4.1. Audit Update   |         |
| <b>5. New Business</b>  | Hackett |
| 5.1. Cost Control Working Group                                     |         |
| 5.2. 2013 Sub-Committee Membership/Voting Structure                 |         |
| 5.3. Discussion and Action in Preparing the Budget for FY 14/15     |         |
| <b>6. Adjournment</b>   | Keating |

Next Finance Committee regular meeting will be on November 6, 2013.

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

<http://www.edcipa.org>



## El Dorado County Emergency Services Authority

### Finance Committee Meeting

Tuesday, September 10, 2013 – 1:00 p.m.

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

### Minutes

#### Attendees:

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

**Guests:** none

#### 1. Call to Order

Chairman Keating called the meeting to order at 13:01 hours.

#### 2. Approval of Agenda

*Motion to approve Agenda by Chief Combs, seconded by Chief Schwab and motion carries unanimously.*

#### 3. Approval of Finance Meeting Minutes of August 7, 2013:

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

#### 4. Old Business

##### 4.1. FY 12/13 Revenue & Expenditure Update

- Received final numbers from HHS this morning. Current final numbers are \$80,453 to the positive..
- EMSA estimate of \$700K came in under budget at \$608,388
- Discussed the many cost saving measures taken by the member agencies and the JPA to accomplish staying under budget and finding cost saving measures during a time when we were below expected revenue.

## 5. New Business

### 5.1. Cost Control Working Group.

- Districts need to provide current JPA funded employees list. Reminder of need for notification to the JPA of all employment status changes: leave, light duty assignments, stop/start dates, LTD, etc.
- WEX fleet cards in process of being issued to add continuity, streamlined processing and tracking and reporting capabilities. Will have one card specific to a medic unit, one extra card per medic unit to be held by the Duty Captain.
- Phones bills to districts for JPA phones will need to be changed to JPA billing.  
*Motion was made by Chief Hardy to approve transitioning all phones for medic units to JPA billing, seconded by Chief Schwab and motion carries unanimously.*

### 5.2. Discuss Audits of FY 09/10, 10/11, 11/12 & 12/13.

- Audit is nearing finalization. Anticipate audit report in October.

### 5.3. Medi-Cal Supplemental Funding Workshop Update.

- Federal government approved GEMT. The website should be up Friday September 13 or Monday September 16 to start submitting the application and claims. County HHS will be completing the application and claim since they hold the Medi-Care/Medi-Cal ID. Claim goes retroactive 30 plus months..
- There was a workshop last week regarding formulating operating costs for request for reimbursement. In calendar year 2012, Medicare accounted for 53% of our billing reimbursements, Medi-Cal was 15.7%, insurance was 21.3% and private/non-pay was 9.7%.
- Sac Metro Fire is going to be the host facilitating agency (vendor) for the state for 1%. The state can't fund this program so county will have to contract with SMF to administer the program.

### 5.4. Review, Discuss and Make Recommendation on EPCR Contract with Forte Holdings Inc.

- Discussion of EPCR contract with Forte that expires next month. Would recommend some sort of performance criteria incorporated into any new contract. Discussion of front end user and back end CQI focus. It was the consensus of the group that it is a good product in comparison to others in the industry and much progress has been made.

## 6. Adjournment

*A motion to adjourn the meeting at 14:01 was made by Chief Roberts, seconded by Chief Hardy and motion carries unanimously.*



## El Dorado County Emergency Services Authority

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### 2013 JPA BOARD OF DIRECTORS AND SUB-COMMITTEE MEMBERSHIP/VOTING STRUCTURE

#### **JPA BOARD OF DIRECTORS**

Chair: Chief Dave Roberts, El Dorado Hills Fire  
Vice Chair: Chief Greg Schwab, Georgetown Fire  
Secretary/Treasurer: Chief Bill Dekker, Garden Valley Fire

#### **Membership/Voting Structure:**

Battalion Chief Dave Teter, Cameron Park Fire/Alternate Unit Chief Kelly Keenan  
Chief Rob Combs, Diamond Springs Fire/Alternate Assistant Chief Bryan Ransdell  
Chief Mike Hardy, El Dorado County Fire/Alternate Battalion Chief Tim Cordero  
Chief Dave Roberts, El Dorado Hills Fire/Alternate Deputy Chief Jim O'Camb  
Chief Greg Schwab, Georgetown Fire/Alternate Assistant Chief Rick Todd  
Chief Bill Dekker, Garden Valley Fire/Alternate Assistant Chief Bob Bement  
Chief Chris Couper, Latrobe Fire/Alternate Director Dennis Carroll  
Chief Bob Davis, Mosquito Fire  
Chief Robert Gill, Pioneer Fire  
Chief Tom Keating, Rescue Fire/Alternate Director Anne Walker.

#### **SYSTEMS STATUS MANAGEMENT COMMITTEE**

Chair: Battalion Chief Dave Teter, Cameron Park Fire  
Vice Chair: ~~Battalion Chief Mike Webb, Cameron Park Fire~~

#### **Membership/Voting Structure:**

Battalion Chief Dave Teter, Cameron Park Fire/Alternate Battalion Chief Justin Sanders  
Alternate Battalion Chief Justin Sanders  
All district Board representatives, or their designated representative. All ten districts will have a voting membership on the committee but no more than five Board Directors can participate in voting matters at any meeting.

#### **FINANCE COMMITTEE**

Chair: Chief Tom Keating, Rescue Fire  
Vice Chair: Battalion Chief Joe Tyler, CAL FIRE

#### **Membership/Voting Structure:**

Chief Tom Keating, Rescue Fire  
Battalion Chief Joe Tyler, CAL FIRE/Alternate Battalion Chief Mike Webb  
Chief Robert Gill, Pioneer Fire  
Chief Dave Roberts El Dorado Hills Fire  
Assistant Chief Mike Hardy, El Dorado County Fire

**PERSONNEL COMMITTEE**

Chair: Chief Tom Keating, Rescue Fire

Vice Chair: Chief Robert Gill, Pioneer Fire

**Membership/Voting Structure:**

Chief Tom Keating, Rescue Fire

Chief Robert Gill, Pioneer Fire

Chief Greg Schwab, Georgetown Fire

**IT COMMITTEE**

Chair: Marty Hackett, JPA Executive Director

**Membership/Voting Structure:**

Battalion Chief Justin Sanders, Cameron Park/CAL FIRE

Assistant Chief Rob Combs, Diamond Springs Fire

, El Dorado County Fire

Chief Dave Roberts, El Dorado Hills Fire

Engineer Susan Johnson, Georgetown Fire

Chief Bill Dekker, Garden Valley Fire

, Latrobe Fire

, Mosquito Fire

, Pioneer Fire

Chief Tom Keating or Firefighter Brett Jones, Rescue Fire