



# El Dorado County Emergency Services Authority

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## Finance Committee Meeting Wednesday, November 7, 2012, 1:00 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 Special Finance & JPA Board Meeting Minutes of October 4, 2012 | Keating |
| 4. Old Business   | Hackett |
| 4.1 Audit Update  |         |
| 4.2 FY 12/13 Revenue & Expenditure Update                                     |         |
| 5. New Business   | Keating |
| 5.1 FY 13/14 Retiree Health Care Costs  |         |
| 5.2 2013 Sub-Committee Membership/Voting Structure                            |         |
| 5.3 Budget Preparation for FY 13/14   |         |
| 6. Adjournment  | Keating |



## El Dorado County Emergency Services Authority

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### Finance Committee Meeting

Wednesday, October 4, 2012, 9:00 a.m.

Diamond Springs/El Dorado Fire Station #49 – Conference Room

### Minutes

#### **Present:**

Chiefs Combs/Diamond Fire; Keating/Rescue Fire; Schwab/Georgetown Fire; Hardy/El Dorado County Fire; Roberts/El Dorado Hills; Gill/Pioneer Fire; Dekker/Garden Valley and Marty Hackett/JPA Executive Director

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

*Chairman Keating called the meeting to order at 0900 hours.*

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

*Gill motioned to approve the Agenda; seconded by Combs motion carries unanimously.*

#### **3. Approval of Minutes**

*Motioned by Gill to approve Minutes from September 18, 2012; seconded by Hardy motion carries.*

#### **4. Old Business**

##### **4.1 Review/Discuss reduction of services**

*El Dorado County Fire is exploring ways to fill positions that may be lost through the removal of Medic 26. Looking at the medic units system-wide and using floater positions are a possibility if labor allows. Filling Shifts with floater positions in an extra help pool will save in overtime. There are no cost controls regarding dispatch – EDH is exploring the possibility of housing dispatch. Important to quantify cost saving controls over time to see the saving trends. Justify the cost of carrying EDC position at straight time.*

##### **4.2 Audit Update**

*The County of El Dorado has stated they will take \$288,142.81 out of the JPA funds that County Fire is still owing from the Audit Findings of 2005/06-2008/09. The JPA will fit the bill as EDC is 1 mil in the red. Until this audit is settled current audits will not proceed per county correspondence. According to the JPA's payroll sampling audit of 2009-2010 it appeared that all payroll was accurate with the exception that the journal entry never occurred. The JPA has identified the issues and made the necessary changes; the county has a responsibility to audit the JPA in a timely manner; however, audits for FY 09/10, 10/11, 11/12 have not occurred. Most Fire Districts conduct their own audit annually in order to stay current. Closing the previous year's audit doesn't legally preclude them to delay the additional audits that must take place. These points have been discussed with the county, but they hold that until the previous amounts due are paid in full they will not conduct any further audits.*

*Keating and Hackett are scheduled to meet with Auditor/Controller's office on Friday and will report back to the committee.*

#### 4.3 FY 12/13 Revenue & Expenditure Update

*Ms. Clanton will populate the September numbers when the month closes and send it out via email.*

#### 5. New Business

##### 5.1 FY 13/14 Retiree Health Care Costs

*As health care costs rise it will effect next year's budget. The JPA will request the numbers from each district to estimate the 13/14 budget and include unfunded liabilities such as retiree health.*

##### 5.2 2013 Sub-Committee Membership/Voting Structure

*This will need to come from the JPA Board Chairman in January 2013.*

#### 6. Adjournment

*A motion to adjourn the meeting at 1013 hours by Hardy and seconded by Roberts carried unanimously.*

*Jannell Clanton, JPA Admin*

CSA 7 Revenue and Expenditures FY 12-13

ACCOUNT DESCRIPTION	FY 12-13 ACTUAL <u>REVENUE</u> - 408210												ESTIMATED REVENUE	TOTAL ACTUAL REVENUE	% OF REVENUE
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN			
100 to 150-Property Tax	\$0	\$1,468	\$2,804										\$2,503,555	\$4,272	0%
175-Special Tax	\$0	\$7,366	\$11,015										\$1,602,062	\$18,381	1%
360-Penalty	\$0	\$2,267											\$12,000	\$2,267	19%
400-Interest	\$810	\$1,991											\$20,000	\$2,801	14%
820-State: HOPTR	\$0												\$29,000	\$0	0%
1686-Ambulance Svcs	\$769,129	\$777,855	\$498,703										\$5,986,396	\$2,045,688	34%
1940-Miwok Tribe	\$0												\$574,627	\$0	0%
Sale of Fixed Assest(s)													\$0	\$0	100%
<b>TOTAL PER MONTH</b>	\$769,939	\$790,947	\$512,522	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,727,640	\$2,073,409	19%

DESCRIPTION	FY 12-13 ACTUAL <u>EXPENDITURES</u> - 871000 through 877000												ESTIMATE BUDGET	YE ACTUAL EXPENDITURE	% OF EXP
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN			
871000 - JPA													\$2,213,654		0%
3000	\$3,915	\$18,005	\$11,772										\$260,704	\$33,692	13%
4000		\$95,234											\$1,412,950	\$95,234	7%
6000													\$540,000		0%
872000 - EDC													\$4,691,100		0%
3000	\$180,364	\$469,640	\$295,636										\$4,226,300	\$945,640	22%
4000		\$42,184	\$26,072										\$464,800	\$68,256	15%
873000 - DS													\$1,269,840		0%
3000	\$49,015	\$97,962	\$83,135										\$1,162,570	\$230,112	20%
4000		\$5,198	\$6,176										\$107,270	\$11,374	11%
874000 - GT													\$1,029,526		0%
3000	\$39,010	\$128,400	\$75,570										\$928,757	\$242,980	26%
4000		\$5,996	\$6,527										\$100,769	\$12,523	12%
875000 - CP													\$1,014,879		0%
3000	\$65,701	\$64,270	\$68,356										\$910,479	\$198,328	22%
4000		\$16,852	\$6,545										\$104,400	\$23,397	22%
877000 - EDH													\$1,201,254		0%
3000	\$78,861	\$78,861	\$78,861										\$1,098,454	\$236,582	22%
4000		\$5,794	\$12,498										\$102,800	\$18,292	18%
<b>TOTAL PER MONTH</b>	\$416,866	\$1,028,396	\$671,148	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,420,253	\$2,116,410	19%

YEAR END TOTALS													ESTIMATED	YE ACTUAL
REVENUE	\$769,939	\$790,947	\$512,522	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,727,640	\$2,073,409
EXPENSE	\$416,866	\$1,028,396	\$671,148	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,420,253	\$2,116,410
<i>Difference</i>	\$353,073	<i>-\$237,448</i>	<i>-\$158,626</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	<i>-\$692,613</i>	<i>-\$43,001</i>



# El Dorado County Emergency Services Authority

Item 5.2

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Diamond Springs, CA 95619  
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[www.edcipa.org](http://www.edcipa.org)

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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  
~~Battalion Chief Dave Teter, Cameron Park Fire/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