



El Dorado County Emergency Services Authority

JPA Special Board of Directors and Finance Committee Meeting Minutes

Wednesday, December 7, 2016, 1:00 p.m.
Diamond Springs Fire, 501 Main Street, Diamond Springs, CA 95619

Pledge of Allegiance: Conducted

1. Call to Order/Roll Call/Introductions - Call to order at 1:00 p.m.

Board Attendees:

- | | |
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| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Dave Roberts , <i>Chair</i> | <input type="checkbox"/> Alternate Deputy Chief Mike Lilienthal |
| <input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Div. Chief Mike Webb | <input checked="" type="checkbox"/> Alternate Battalion Chief Bob Counts |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell | <input checked="" type="checkbox"/> Alternate Battalion Chief Ken Earle |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Mike Hardy | <input checked="" type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Clive Savacool | <input checked="" type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input type="checkbox"/> Alternate Director Anne Walker |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief Brian Estes | <input checked="" type="checkbox"/> Alternate Unit Chief Mike Kaslin |
| <input type="checkbox"/> Mosquito Fire, Chief Eddie Dwyer | |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Greg Schwab , <i>Vice Chair</i> | |
| <input type="checkbox"/> Pioneer Fire, Captain Greg Morford | |
| <input checked="" type="checkbox"/> JPA Executive Director Marty Hackett | |

Other Attendees:

- Captain Paul Dutch, El Dorado County Fire

Introduction of Guests:

- Mark Spaugh, Garden Valley Fire Board of Directors
- Jim Hartley, El Dorado Hills Board of Directors
- John Giraudo, El Dorado Hills Board of Directors
- Rich Todd, EMSA

2. Approval of Agenda

Director Keating motioned to approve the agenda as presented. Director Schwab seconded the motion which carried unanimously.

3. Public Comments

None.

4. Consent Calendar

Director Hardy motioned to approve consent calendar items 4.1, 4.2 and 4.3 as presented. Director Schwab seconded the motion which carried unanimously.

5. Correspondence

None.

6. Reports

6.1 Receive/File Statistics for October 2016

Executive Director Hackett provided an overview of the statistics for the October response time reports.

7. Old Business

7.1 EPCR Update (Standing Item)

- Work continues on the CAD piece of the project.
- Tablets and cases will be purchased once the back-end piece of the project has been completed.
- Mr. Todd and Executive Director Hackett will discuss the inquiry from Image Trend as to whether the RMS program can be included in the bid.
- EMSA has applied for a grant, as AB1129 requires that all agencies that are recording information must be on an electronic platform.

7.2 Review Upcoming Holiday/Event Calendar (Standing Item)

Based on a five-year call history review by the JPA, there will be no up-staffing required for Christmas Day or New Year's Eve.

8. New Business

8.1 Elect Calendar Year 2017 JPA Finance Committee Officers

Director Schwab motioned to elect Division Chief Mike Webb as the Chair and Chief Bryan Ransdell as the Vice Chair for the Finance Committee for calendar year 2017. Director Keating seconded the motion which carried unanimously.

8.2 Elect Calendar Year 2017 JPA Board of Directors Officers

Director Estes motioned to elect Chief Dave Roberts as the Chair and Chief Greg Schwab as the Vice Chair for the JPA Board of Directors for calendar year 2017. Director Hardy seconded the motion which carried unanimously.

8.3 Review and Approve Paramedic Field Internship and Paramedic Accreditation Policies

Director Keating motioned to approve the Paramedic Field Internship and Paramedic Accreditation policies. Director Webb seconded the motion which carried unanimously.

8.4 Review and Act on Liability Claim for Michael Smith

Director Schwab motioned to deny the liability claim filed by Michael Smith. Director Keating seconded the motion which carried unanimously.

8.5 Review and Approve Automatic Aid Agreement between EDC Emergency Services Authority and the City of Folsom

The Board discussed the pros and cons of the contract in length. Concerns discussed involved the billing clause and the geographical limitations.

Director Keating motioned to approve the Automatic Aid Agreement between EDC Emergency Services Authority and the City of Folsom as presented with the understanding that the agreement will be revisited with the new Folsom Fire Chief once that appointment is made to discuss the language regarding billing and to clearly outline the geographical move up limitations. Director Savacool seconded the motion which carried unanimously.

9. Fiscal Items

9.1 Review and Discuss GovInvest Cost Proposal

Executive Hackett reviewed the cost proposal and features for the GovInvest UAL and OPEB software modules. If the JPA manages the GovInvest contract the JPA will bill the participating districts similar to how dispatch billing is conducted.

Director Schwab motioned to authorize Executive Director Hackett to enter into an agreement with GovInvest based on the cost proposal presented provided there are two or more districts willing to participate. Director Webb seconded the motion which carried. Director Hardy abstained.

9.2 Review FY 16-17 Revenue and Expenditure Report

Executive Director Hackett reviewed the FY 16-17 Revenue and Expenditure report with the committee.

9.3 Review CSA 7 Five Year Forecast

Executive Director Hackett reviewed the CSA 7 Five Year forecast with the committee.

Director Schwab stated that an audit needs to be conducted on the parcel tax fees, as it does not appear they are being charged properly based on the county's forecast.

9.4 Review and Approve Future Class 30 Soft Cap (\$1.1M)

Executive Director Hackett stated that the Finance Committee agreed to a \$1.1M soft cap for Class 30.

Director Ransdell motioned to approve the \$1.1M soft cap for Class 30 expenses. Director Webb seconded the motion which carried unanimously.

9.5 Review and Approve FY 17-18 JPA Preliminary Budget

The following items were noted on the preliminary budget:

- El Dorado Hills Fire and Georgetown Fire are over their Class 40 \$20,000 cap.
- Class 3046 OPEB will now be listed in each district's budget vs. rolling up under index code 871000.
- El Dorado County Fire's budget has been increased by \$750,000 to account for the half-time medic unit. Their Class 40 will be increased by \$10,000 for the half-time medic unit.
- Class 60 Fixed Assets reflects the cost for 3 ambulance remounts in FY 17-18.

Director Keating discussed the need for an OPEB trust fund and requested that the topic be added to the next Finance Committee meeting agenda.

Director Schwab motioned to approve the FY 17-18 JPA preliminary budget with the following changes:

- Georgetown Fire to reduce their Class 40 budget to achieve the \$20,000 cap.
- El Dorado Hills Fire to reduce their Class 40 budget to achieve the \$20,000 cap.
- El Dorado County Fire to increase their Class 40 by \$10,000 to account for the half-time medic unit.

Director Hardy recommended that the half-time medic unit on El Dorado County Fire's budget be a place holder only and that discussions be scheduled, with all provider agencies, to discuss the standards of coverage, costs, etc. in order to determine whether the unit will be maintained by El Dorado County Fire or Diamond Springs Fire.

Director Schwab amended his motion to also include Director Hardy's recommendation. Director Hardy seconded the motion which carried unanimously.

10. Director Items

CAL FIRE ECC AEU: Three Communication Operators graduated from the academy last week. Interviews for Fire Captain position will take place soon. Today is the statewide Communication

Operator testing.

CAL FIRE Cameron Park: Greg Schwegler will receive the state EMS meritorious service award. Santa Clause will be in Cameron Park on December 11.

Diamond Springs / El Dorado Fire: Ken Earle has been promoted to Deputy Chief. Accreditation is underway.

El Dorado County Fire: Captain Greg Morford retired.

El Dorado Hill: Repairs from the tree damage are underway. December is the busiest month of the year. The RFP for the training facility has been published. Repairs on Station 91 have been approved.

Garden Valley: Requesting to discuss the potential of obtaining an ambulance in Garden Valley (*topic to be added to the January Systems Status agenda*).

Georgetown Fire: Hiring for a vacancy.

Lake Valley Fire: Nothing to report.

Mosquito Fire: Nothing to report.

Pioneer Fire: Nothing to report.

Rescue Fire: Nothing to report.

JPA: Executive Director Hackett will be out of the office December 21 – January 6.

11. Good and Welfare

None.

12. Adjournment

Director Keating motioned to adjourn the meeting at 2:28 p.m. Director Webb seconded the motion which carried unanimously.

13. Closed Session

None.