



El Dorado County Emergency Services Authority

JPA Combined Board of Directors and Finance Meeting Minutes

Wednesday, December 6, 2017, 9:00 a.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 9:00 a.m.

Board Attendees:

- | | |
|---|---|
| <input type="checkbox"/> CAL FIRE - Cameron Park Fire, Div. Chief Mike Webb | <input type="checkbox"/> Alternate Battalion Chief Doug Ferro |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Scott Lindgren | No Alternate |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell | <input checked="" type="checkbox"/> Alternate Deputy Chief Ken Earle |
| <input type="checkbox"/> El Dorado County Fire, Chief Mike Hardy | <input type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input type="checkbox"/> El Dorado Hills Fire, Chief Dave Roberts, Chair | <input type="checkbox"/> Alternate Deputy Chief Mike Lilienthal |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Clive Savacool | <input checked="" type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Greg Schwab, Vice Chair | No Alternate |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief Eddie Dwyer | No Alternate |
| <input type="checkbox"/> Pioneer Fire, Chief Dan Dwyer | <input type="checkbox"/> Alternate Captain Greg Morford |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input type="checkbox"/> Alternate Director Anne Walker |
| <input type="checkbox"/> JPA Executive Director Marty Hackett | |

Introduction of Guests:

- John Giraudo, El Dorado Hills Fire Board of Directors
- Pat Williams, Diamond Springs Fire Board of Directors
- Sue Hennike, El Dorado County
- Rich Todd, EMSA
- José C. Henríquez, LAFCO
- Maia Schneider, Marshall Medical Center

Other Attendees:

- Apparatus Operator Leah Yaws, Diamond Springs Fire

2. Approval of Agenda

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

3. Public Comments

None.

4. Consent Calendar

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

5. Correspondence

None.

6. Reports

6.1 Receive/File Statistics for October 2017

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

6.2 Systems Status Management Committee Update

The following topics were discussed:

- Ambulance security / MMC access.
- Community Paramedicine update.
- Nominated and elected calendar year 2018 Systems Status Management Committee officers.
- CPR instructor issues with Marshall.

6.3 JPA Executive Director Report

Director Schwab reviewed the report with the committee.

7. Old Business

7.1 ePCR Update (Standing Item)

- The CQI and reporting mechanism should be ready next week.
- To date there have been 1,500 PCRs collected since the go live date.
- The ETA for the end of the face sheet redundancy plan is December 31.

7.2 Review Upcoming Holiday/Event Calendar (Standing Item)

The committee reviewed the upcoming holiday/event schedule.

7.3 Review Miwok Call Volume Report – November (Standing Finance Item)

The committee reviewed the November call volume report.

7.4 Discuss and Approve Marshall Medical Center's Membership on the JPA Board (Roll Call Vote)

The following items were discussed by the committee related to Marshall's membership on the Board:

- It would be good to have an outside perspective on the Board.
- It can be seen as a bridge building opportune
- The JPA Executive Director, not the Board, is responsible for building relationships with outside organizations.
- Unsure about adding another organization onto the Board when the current structure already has difficulty achieving their goals on major issues.
- Marshall is the base hospital for CSA 7 and this will strengthen the JPA's relationship with them.
- Marshall's participation can be beneficial; however, the Board will need to determine if they are a voting or non-voting member.
- The Board needs to consider how their vote will impact issues that they have limited and/or no knowledge about and how it could potentially affect JPA spending.
- It may be good to have an organization on the Board who is not financially dependent on the JPA.

Director Savacool motioned to appoint Marshall Medical Center to the El Dorado County Emergency Services Authority's Board of Directors. Director Ransdell seconded the motion.

Roll Call Vote:

Ayes: CAL FIRE ECC AEU, CAL FIRE Cameron Park Fire, Diamond Springs Fire, El Dorado Hills Fire (EDH and RES voted as one agency), Garden Valley Fire, Georgetown Fire and Mosquito Fire

Nays:

Absent: El Dorado County Fire and Pioneer Fire

Abstain:

The motion carried.

7.5 Review and Approve Changes to the JPA Bylaws – MMC Membership

The committee reviewed the recommended changes to the Bylaws which were revised to account for Marshall Medical Center's membership. Primary changes to the Bylaws include:

- Addition of Government Code Section 6523.10 which takes effect January 1 and allows Marshall Medical Center, a non-profit hospital, to join the JPA Board.
- Marshall Medical Center shall appoint to the JPA Board an employee at the Executive Director level or above.

The Board requested that the wording in Item 4 Governing Board be updated to reflect the following:

- Marshall Medical Center (MMC) shall appoint an employee at the Executive Director level or above who will then be confirmed by the majority vote of the JPA Board.

Director Keating motioned to approve the revised Bylaws with an additional change in Item 4 Governing Board reflecting that Marshall Medical Center shall appoint an employee at the Executive Director level or above who will then be confirmed by the majority vote of the JPA Board. Director E. Dwyer seconded the motion which carried unanimously.

7.6 Discuss and Approve District Award of the Half-Time Medic Unit

Director Schwab stated that the sub-committee met to review the proposals submitted by Diamond Springs Fire, Garden Valley Fire and Mosquito Fire for the half-time medic unit. Subsequent interviews with each of these districts were scheduled and upon completion the recommendation to the Board is to award the half-time medic unit to Diamond Springs Fire.

Director Savacool questioned the parameters that were used by the sub-committee and indicated that before the Board spends this type of money that it should be presented an executive summary on how the recommendation was reached. He clarified that he was not asking to review the score sheets, but merely the criteria used and how the decision was reached.

Director Ransdell stated that the money for the half-time unit is currently accounted for in the FY 17-18 budget and that that Board, Systems Status and Finance committees have all discussed the matter at length and determined the need for the half-time unit. The sub-committee was tasked with the review of the proposals, interviews and to provide a recommendation to the Board on how to proceed.

Mr. Todd noted that any change in service level will require an approval from the Board of Supervisors.

Director Savacool recommended that the JPA hire a grant writer to help obtain a SAFER grant to assist with funding the personnel costs.

Director E. Dwyer motioned to table the approval until all members of the sub-committee are present to address the questions.

Director Lindgren motioned to accept the recommendation of the sub-committee and award the half-time medic unit to Diamond Springs Fire at a cost of \$478,414.32. Director Keating seconded the motion and requested to amend the motion to also include capitalizing on the SAFER grant to help reduce costs. Director Savacool abstained and the motion carried.

7.7 Discuss and Approve Flat Rate Master Contract Amount for Districts

Director Schwab stated that the Board needs to determine an amount to present to the County during the fixed rate contract negotiations. The Board determined that \$1.2M would be appropriate for the transporting districts if the UAL and OPEB costs were not included.

Director Lindgren motioned to present to the County a \$1.2M flat rate amount for each JPA transporting district, which will exclude the UAL and OPEB costs. Director Ransdell seconded the motion which carried unanimously.

7.8 Review and Approve Master Contract Amendment IV

Although the Board has voiced concerns that Amendment IV contains provision for the levy of fines and gives the JPA a tremendous responsibility for the on-going operation of the ePCR program, the County has stated that they will not accept any of the Board's requested changes related to these items. The negotiations for the master contract are upcoming at which time the JPA we can revisit all of the Board's requested changes.

Director Ransdell motioned to approve the Master Contract Amendment IV as submitted. Director Savacool seconded the motion which carried unanimously.

7.9 Discuss Cross Staff Ambulance Proposal – Medic 51

Director Savacool stated that Medic 61 is the primary unit that assists in coverage for the divide area. However, 24% of the time (2,097 hours annually) Medic 61 is committed and unavailable for response, leaving long response times to the North Side and creating the greatest number of exception reports for any area within CSA7. In addition to the long response times for emergencies, the move-up and cover assignments create additional costs through maintenance of ambulances and contribute to employee fatigue.

Engine 51 crew would be available to staff the ambulance anytime day or night. It would provide relief for move ups to 74 and would reduce mileage on existing ambulances. The JPA will effectively receive a full time transporting unit for the divide at an extremely low cost. A cross-staffed medic unit at Station 51 will reduce exception reports in the north area of the county and allow medic units to remain in the core.

Medic 51 will not be automatically dispatched, it will respond at the discretion of the station captain or ECC. During the trial, the JPA, GVFPD Chief, ECC staff, and GVFPD staff will determine best operational practices to maximize the effectiveness of the Medic unit with an effort to reduce response times, reduce exception reports, reduce move-ups, and ultimately improve patient outcomes. To achieve this, the station captains and ECC will dispatch Medic 51 when:

- Perceived long response time may occur from another Medic unit
- Multiple ambulances may be needed
- Shuttling of patients to helicopter landing zones may be needed
- When staffing at Garden Valley FPD is at 4-person level (approximately 30 days a year)

Medic 51 will not be used for move ups until level 0 is reached at the discretion of ECC. Following the transport of a patient to a local hospital, Medic 51 will return to the North Side (Divide GSA). Medic 51 will not be utilized for IFT unless no other medic unit is available in an acceptable period of time. When Station 50 and 51 are uncovered a move up engine may cover the Divide GSA.

Trial Specifics:

- Cost: All maintenance, fuel and supply costs associated with the Medic unit
 - Estimate of \$0.47 per mile for maintenance
 - Medical supplies for Medic unit will be subsidized by existing medical supplies at Station 51

- Trial duration – 6 months, January 1 – June 30, 2018
- Medic 51 shall not be used as a spare ambulance for other JPA units unless no other backup ambulance is available
- At completion of trial a full assessment of operational impacts and costs will be done to determine future costs and operational practices if Medic 51 is to be made permanent

The Board discussed the following points regarding trialing the program for six months:

- Captains discretion to dispatch is a concern.
- This would have an impact on the fire side.
- It will only help the subsequent move up, not the initial move up.
- It could potentially improve patient outcomes.
- Staffing a reserve unit does not change the service level, but adding another unit into the system will require approval from the Board of Supervisors.

Director Keating motioned to proceed with the Medic 51 cross staffing pilot program for 6 months and requested that a monthly financial and system evaluation be developed and tracked by the Systems Status Management Committee. The Executive Director and Systems Status Management Committee will determine what vehicle will be utilized and the program start date. Director E. Dwyer seconded the motion. Director Ransdell opposed. The motion carried.

8. New Business

8.1 Discuss Ambulance Security / MMC Access

Ms. Schneider stated that she will research the Board's request to install a keypad at the medic bay.

8.2 Nominate and Elect Calendar Year 2018 JPA Board Officers

Director Lindgren nominated Chief Mike Hardy as the JPA Board Chair. Director Savacool nominated Chief Dave Roberts as the JPA Board Vice Chair.

Director Lindgren motioned to appoint Chief Mike Hardy as the JPA Board Chair and Chief Dave Roberts as the JPA Board Vice Chair for the 2018 calendar year. Director Ransdell seconded the motion which carried unanimously.

8.3 Approve Calendar Year 2018 Finance Committee Officers

Nominees: Chief Ransdell, Chair
CAL FIRE Cameron Park Division Chief Sherry Moranz, Vice Chair

Director Keating motioned to approve the calendar year 2018 Finance Committee officers as presented. Director E. Dwyer seconded the motion which carried unanimously.

8.4 Approve Calendar Year 2018 Systems Status Management Committee Officers

Nominees: Division Chief Cordero, Chair
Deputy Chief Lilienthal, Vice Chair

Director Keating motioned to approve the calendar year 2018 Systems Status Management Committee officers as presented. Director E. Dwyer seconded the motion which carried unanimously.

8.5 Review and Approve CAL FIRE ECC Dispatch Contract

The JPA received a letter from Battalion Chief Wood outlining the Camino Emergency Command Center's (ECC) anticipated costs over the course of the next five years. The letter outlined the methods used to determine current and future staffing needs for the ECC and the expected costs. In the last five years the ECC has seen an increase in incidents of 17%, an increase in system status management needs of 34% and an increase in medical transfers of 20 %.

Director Savacool motioned to approve the five-year CAL FIRE ECC AEU Dispatch Contract at a total cost of \$7,305,622.38. Director E. Dwyer seconded the motion. Director Lindgren abstained. The motion carried.

9. Fiscal Items

9.1 Review FY 17-18 Revenue and Expenditure Report

The committee reviewed the year to date FY 17-18 Revenue and Expenditure report with the committee.

9.2 Review CSA 7 Five Year Forecast

Director Schwab reviewed the forecast with the committee and noted that the property tax has increased.

9.3 Review and Approve FY 18-19 JPA Preliminary Budget

The committee reviewed the FY 18-19 JPA preliminary budget which totals \$13,095,197.91. The half-time medic unit amount is currently accounted for in the JPA budget under s/o 3000 and will be moved to the Diamond Springs Fire budget since they won the award of the unit.

As expected, there is a cost increase in Class 30 for all transporting districts. Additionally, a cost increase will occur in medical supplies, which has resulted in a budget of \$500,000 for sub-object 4200. Diesel fuel costs have increased \$0.20 per gallon; therefore, the fuel budget has been raised to \$240,000. The Systems Status Management and Finance Committees have discussed and agreed to move forward with two remounts at \$155,000 each, one new ambulance at \$195,000 and three gurneys at \$21,000 each.

Director Keating motioned to approve the FY 18-19 JPA Preliminary Budget at a cost of \$13,095,197.91. Director Ransdell seconded the motion which carried unanimously.

10. Director Items

CAL FIRE ECC AEU: No report.

CAL FIRE Cameron Park: The new Division Chief Sherry Moranz begins December 18.

Diamond Springs / El Dorado Fire:

El Dorado County Fire: No report.

El Dorado Hills / Rescue Fire: No report.

Garden Valley: No report.

Georgetown Fire: No report.

Lake Valley Fire: No report.

Mosquito Fire: No report.

Pioneer Fire: No report.

11. Good and Welfare

- Gary Patton's funeral was well attended.

12. Adjournment

Director Ransdell motioned to adjourn the meeting at 12:45 p.m. Director Savacool seconded the motion which carried unanimously.