



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Wednesday, May 23, 2018, 8:00 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 8:05 a.m.

Board Attendees:

- | | |
|---|---|
| <input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Div. Chief Sherry Moranz | <input checked="" type="checkbox"/> Alternate Battalion Chief Doug Ferro |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Scott Lindgren | <input checked="" type="checkbox"/> Alternate Battalion Chief Dave Wood |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell | <input checked="" type="checkbox"/> Alternate Deputy Chief Ken Earle |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Mike Hardy, Chair | <input checked="" type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input type="checkbox"/> El Dorado Hills Fire, Chief Dave Roberts, Vice Chair | <input checked="" 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 | No Alternate |
| <input type="checkbox"/> Mosquito Fire, Chief Eddie Dwyer | No Alternate |
| <input checked="" type="checkbox"/> Pioneer Fire, Interim Chief George Selig | <input type="checkbox"/> Alternate Captain Greg Morford |
| <input type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input checked="" type="checkbox"/> Alternate Chief Dave Roberts |
| <input type="checkbox"/> Marshall Medical Center, Exec. Dir. Maia Schneider | |
| <input checked="" type="checkbox"/> JPA Representative Sherrie Kelley | |

Guests:

- John Giraud, El Dorado Hills Fire Board of Directors
- Jim Hartley, El Dorado Hills Fire Board of Directors
- Pat Williams, Diamond Spring Fire Board of Directors
- José C. Henríquez, LAFCO
- Ryan Wagoner, Cal Tahoe JPA
- Lori Walker, Health and Human Services
- Rich Todd, EMSA

Other Attendees:

- Apparatus Operator/Paramedic Leah Yaws, Diamond Springs Fire
- Chief Tim Alameda, Lake Valley Fire
- Division Chief Bob Counts, CAL FIRE Cameron Park Fire
- Division Chief Paul Dutch, El Dorado County Fire
- Battalion Chief Brian Mackwood, CAL FIRE

2. Approval of Agenda

Director Roberts motioned to approve the agenda as presented. Director Lindgren seconded the motion which carried unanimously.

3. Closed Session – Pursuant to Government Code Section 54954.5 (e) and 54957 (b) (1) – Public Employee Discipline/Dismissal/Release

The Board adjourned into Closed Session at 8:10 a.m.

4. Public Report of Decision(s) Made During Closed Session – Pursuant to Government Code Section 54957.1 (a) (5)

The Board reconvened into regular session at 8:37 a.m.

Director Savacool motioned to terminate Executive Director Hackett’s position immediately based on Item 12 of the Executive Director Contract which states that, “Employee’s employment under this Agreement may be terminated “without cause” by the affirmative vote of seven or more members of this Board. For the purposes of this Agreement, the term “without cause” shall mean termination for any other reason not stated in paragraph 11 above.” Director Ransdell seconded the motion.

Roll Call Vote

CAL FIRE ECC AEU, Unit Chief Scott Lindgren	Aye
CAL FIRE - Cameron Park Fire, Div. Chief Sherry Moranz	Aye
Diamond Springs Fire, Chief Bryan Ransdell	Aye
El Dorado County Fire, Chief Mike Hardy	Aye
El Dorado Hills Fire, Alternate Deputy Chief Mike Lilienthal	Aye
Garden Valley Fire, Chief Clive Savacool	Aye
Georgetown Fire, Chief Greg Schwab	Aye
Mosquito Fire, Chief Eddie Dwyer	Absent
Pioneer Fire, Interim Chief George Selig	Aye
Rescue Fire, Alternate Chief Dave Roberts	Aye
Marshall Medical Center, Exec. Dir. Maia Schneider	Absent

Motion passed.

5. Public Comments

None.

6. Consent Calendar

Director Schwab motioned to approve consent calendar items 6.1 and 6.2 as presented. Director Roberts seconded the motion which carried unanimously.

7. Correspondence

None.

8. Reports

8.1 Receive/File Statistics for April 2018

Director Hardy provided an overview of the statistics for the April response time reports. The Medic 51 pilot program data will be incorporated into future reports.

8.2 Finance Committee Update

- Reviewed the FY 17-18 YTD EdCat reports.
- Discussed the FY 17-18 gurney purchases (new vs. refurbished).
- Reviewed and approved the revised Expense and Variance Reports Policy.
- Reviewed and approved the revised Inventory Control (Fixed Asset and Essential) Policy.

9. Old Business

9.1 ePCR Update (Standing Item)

- The CQI component is being built.
- EMSA has approved several districts to move to iPads.

9.2 Review Upcoming Holiday/Event Calendar (Standing Item)

The Board reviewed the upcoming holiday/event schedule.

9.3 Review and Approve CSA 7 JPA Master Contract / Term of Contract

Director Hardy stated that the Board must vote on either a ten-year or five-year contract with the County. Concerns raised regarding a ten-year contract were as follows:

1. The JPA does not have any experience with the flat fixed rate contract.
2. The unknown financial future and UAL liability obligations.

The differences between the two contract terms presented are as follows:

5-year contract at \$11.3M plus \$500k annually out of reserves for the first 3 years only of the contract to fund capital expenses.

- JPA = \$2.1M plus \$500k (first 3 years only) for a total of \$2.6M annually. The JPA will only receive \$2.1M for the last 2 years of the contract
- Provider districts = \$9.2M (8 ambulances at \$1.15M each or 8.5 ambulances at \$1.056M (half time medic unit cost was calculated at \$750,000)

10-year contract at \$11.3M plus \$600k annually out of reserves for the first 5 years only of the contract to fund capital expenses.

- JPA = \$2.1M plus \$600k (first 5 years only) for a total of \$2.7M annually. The JPA will only receive \$2.1M for the last 5 years of the contract.
- Provider districts = \$9.2M (8 ambulances at \$1.15M each or 8.5 ambulances at \$1.056M (half time medic unit cost was calculated at \$750,000)

Director Schwab stated that he is opposed to the fixed rate contract and requested that the Board consider proceeding in a different direction.

Director Roberts motioned to approve the CSA 7 JPA Master Contract with a five-year term. Director Randell seconded the motion.

Roll Call Vote

CAL FIRE ECC AEU, Unit Chief Scott Lindgren	Aye
CAL FIRE - Cameron Park Fire, Div. Chief Sherry Moranz	Aye
Diamond Springs Fire, Chief Bryan Ransdell	Aye
El Dorado County Fire, Chief Mike Hardy	Aye
El Dorado Hills Fire, Alternate Deputy Chief Mike Lilienthal	Aye
Garden Valley Fire, Chief Clive Savacool	Aye
Georgetown Fire, Chief Greg Schwab	Nay
Mosquito Fire, Chief Eddie Dwyer	Absent
Pioneer Fire, Interim Chief George Selig	Aye
Rescue Fire, Alternate Chief Dave Roberts	Aye
Marshall Medical Center, Exec. Dir. Maia Schneider	Absent

Motion passed.

- 9.4 Discuss and Approve Master Contract Distribution Rate per Medic Unit
Director Roberts motioned to approve the operation of 8 front line ambulances by the JPA under the CSA 7 Master Contract at a cost of \$1.15M each. Director Lilienthal seconded the motion.

Roll Call Vote

CAL FIRE ECC AEU, Unit Chief Scott Lindgren	Abstained
CAL FIRE - Cameron Park Fire, Div. Chief Sherry Moranz	Aye
Diamond Springs Fire, Chief Bryan Ransdell	Aye
El Dorado County Fire, Chief Mike Hardy	Aye
El Dorado Hills Fire, Alternate Deputy Chief Mike Lilienthal	Aye
Garden Valley Fire, Chief Clive Savacool	Nay
Georgetown Fire, Chief Greg Schwab	Aye
Mosquito Fire, Chief Eddie Dwyer	Absent
Pioneer Fire, Interim Chief George Selig	Nay
Rescue Fire, Alternate Chief Dave Roberts	Aye
Marshall Medical Center, Exec. Dir. Maia Schneider	Absent

Motion passed.

10. Old Business

- 10.1 Review and Approve Revised ALS Ambulance Agreement Template
The Board reviewed the revised ALS Ambulance Agreement template, which was updated based on the compensation rate outlined in the CSA 7 Master Contract.
- Director Lindgren motioned to approve the revised ALS Ambulance Agreement template as presented. Director Savacool seconded the motion which carried unanimously.
- 10.2 Review and Approve Girard, Edwards, Stevens and Tucker, LLP Contract for JPA Legal Services
The Board discussed the contractual term and the JPA's financial obligation regarding the legal services agreement.
- Director Schwab motioned to request that the legal services agreement with Girard, Edwards, Stevens and Tucker LLP be revised to also include legal coverage for all JPA Board members. Director Lindgren seconded the motion which carried unanimously.
- 10.3 Review and Approve Revised Expense and Variance Report Policy
The JPA has implemented a system to provide the non-transporting agencies a monthly statement, but it is impossible for the JPA to track whether their purchases fall under their annual stipend or whether their orders are due to not being restocked by the medic units. The revised policy will require the non-transporting districts to establish a policy for their engines to restock from a medic unit so that their annual stipend is not being utilized for these purchases.
- Director Ransdell motioned to approve the revised Expense and Variance Report policy as presented. Director Savacool seconded the motion which carried unanimously.
- 10.4 Review and Approve Revised Inventory Control (Fixed Asset and Essential) Policy
The policy was revised based on an audit finding identified in the JPA FY 16-17 audit. The revision was made to mirror the JPA's Purchasing policy which outlines that a fixed asset is any item of equipment having an estimated useful life of three years or more, and a purchase price of \$5,000 and is capable of being permanently identified as an individual unit of property and belonging to one

of the general classes of property considered a fixed asset in accordance with generally accepted accounting practice.

Director Schwab motioned to approve the revised Inventory Control (Fixed Asset and Essential) policy as presented. Director Roberts seconded the motion which carried unanimously.

10.5 Review and Approve M51 Pilot Program Medical Supply List / JPA Purchasing

The Board reviewed the list of medical supplies Garden Valley Fire is requesting in order to stock M51, as the reserve unit that is being utilized for the pilot program was not fully stocked. The cost of the supplies is \$1,761.73.

Director Lindgren motioned to have the JPA fund the purchase of the requested medical supplies for the M51 pilot program at a cost of \$1,761.73. Director Savacool seconded the motion which carried unanimously.

10.6 Review and Approve Purchase of MDC / AVL Infrastructure and Units for JPA Fleet

Director Schwab motioned to approve the purchase of the MDC / AVL infrastructure and as many units as the JPA can afford to purchase within this FY. Director Lilienthal seconded the motion which carried unanimously.

10.7 Nominate JPA Board Vice Chair Position

Director Savacool nominated Maia Schneider.

Director Roberts nominated Deputy Chief Lilienthal.

11. Fiscal Items

11.1 Discuss and Approve JPA Employee Salary Increase

Director Roberts motioned to appoint Sherrie Kelley as the JPA Interim Executive Director with the salary that is currently established for the position. Director Lindgren seconded the motion which carried unanimously.

12. Director Items

CAL FIRE ECC AEU: No report.

CAL FIRE Cameron Park: Awaiting the completion of the RFP process with Cameron Park CSD.

Diamond Springs / El Dorado Fire: No report.

El Dorado County Fire: No report.

El Dorado Hills / Rescue Fire: Academy graduation will take place June 15.

Garden Valley Fire: The M51 pilot program is up and running.

Georgetown Fire: Captain Greg Bueghley is retiring.

Marshall Medical Center: No report.

Mosquito Fire: No report.

Pioneer Fire: No report.

13. Good and Welfare

- The Board of Supervisors will be voting on the ALS Engine Agreement and the fee structure at the June 12 meeting. Attendance is encouraged.
- Deputy Chief Earle thanked El Dorado Hills Fire for their donation of the two Zoll M series monitors.
- Director Ransdell has offered Apparatus Operator/Paramedic Leah Yaws to assist with operational items at the JPA.

14. Adjournment

Director Roberts motioned to adjourn the meeting at 9:33 a.m. Director Savacool seconded the motion which carried unanimously.