



El Dorado County Emergency Services Authority

Finance Committee Meeting

Wednesday, May 2, 2018 – 1:00 p.m.

DS/ED Fire Station #49, Conference Room, 501 Main Street, Diamond Springs, CA 95619

Attendees:

- CAL FIRE ECC AEU, Unit Chief Scott Lindgren
- CAL FIRE Cameron Park, DC Sherry Moranz, **Vice Chair**
- Diamond Springs Fire, Chief Bryan Ransdell, **Chair**
- El Dorado County Fire, Chief Mike Hardy
- El Dorado Hills Fire, Chief Dave Roberts
- Garden Valley Fire, Chief Clive Savacool
- Georgetown Fire, Chief Greg Schwab
- Mosquito Fire, Chief Eddie Dwyer
- Pioneer Fire, Interim Chief George Selig
- Rescue Fire, Deputy Chief Tom Keating
- JPA Representative, Sherrie Kelley

Alternates:

- CAL FIRE ECC AEU, BC Dave Wood
- CAL FIRE Cameron Park, BC Doug Ferro
- Diamond Springs Fire, DC Ken Earle
- El Dorado County Fire, DC Tim Cordero
- El Dorado Hills Fire, DC Mike Lilienthal

Guests:

Lori Walker, Health and Human Services

Other Attendees:

Apparatus Operator/Paramedic Leah Yaws, Diamond Springs Fire

1. Call to Order

Director Ransdell called the meeting to order at 1:02 p.m.

2. Approval of Agenda

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

3. Approval of Finance Committee Meeting Minutes of April 4, 2018

Director Roberts motioned to approve the minutes as presented. Director Hardy seconded the motion which carried unanimously.

4. Old Business

4.1 Review FY 17-18 YTD EdCat Reports

The committee reviewed the March 2018 EdCat reports.

4.2 Discuss and Approve FY 17-18 Gurney Purchases (New vs. Refurbished)

The committee reviewed the price quotes from Arrow Manufacturing and Stryker for the purchase of three gurneys within FY 17-18.

Director Hardy motioned to approve the purchase of three gurneys (1 refurbished and 2 new) from Arrow Manufacturing at a cost of \$42,700.00. Director Schwab seconded the motion which carried unanimously.

5. New Business

5.1 Review and Discuss Revised Expense and Variance Reports 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 they are ordering 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 Schwab motioned for the JPA Board to approve the revised Expense and Variance Reports policy as presented. Director Hardy seconded the motion which carried unanimously.

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

5.3 Update on CSA 7 Master Contract

Ms. Walker stated that county counsel is currently working on the final contract revisions. The contract will be for \$11.3M for ten years with the JPA receiving an additional \$600k annually for the first five years only of the contract to assist with building a reserve fund.

6. Adjournment

Director Roberts motioned to adjourn the meeting at 1:22 p.m. Director Moranz seconded the motion which carried unanimously.