



# El Dorado County Emergency Services Authority

## JPA Board of Directors Meeting Minutes

Wednesday, December 4, 2019 - 9:00 a.m.  
Diamond Springs Fire, 501 Main Street, Diamond Springs, CA 95619

**Pledge of Allegiance:** Conducted

### 1. Call to Order/Introductions - Call to order at 9:16 a.m.

#### Board Attendees:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Div. Chief <b>Sherry Moranz</b> | <input type="checkbox"/> Alternate Battalion Chief <b>Jed Gaines</b>              |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief <b>Scott Lindgren, Chair</b>     | <input checked="" type="checkbox"/> Alternate Battalion Chief <b>Brian Newman</b> |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief <b>Bryan Ransdell</b>             | <input checked="" type="checkbox"/> Alternate Deputy Chief <b>Ken Earle</b>       |
| <input checked="" type="checkbox"/> El Dorado County Fire, Interim Chief <b>Lloyd Ogan</b>        | <input type="checkbox"/> Alternate Division Chief <b>Tim Cordero</b>              |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief <b>Maurice "Mo" Johnson</b>       | <input type="checkbox"/> Alternate EDH Board of Dir. <b>John Giraud</b>           |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief <b>Clive Savacool, Vice Chair</b>   | <input type="checkbox"/> Alternate Battalion Chief <b>Jon Michaelson</b>          |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief <b>Glenn Brown</b>                     | <input type="checkbox"/> No alternate   |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief <b>Eddie Dwyer</b>                       | <input type="checkbox"/> Alternate Battalion Chief <b>Dion Nugent</b>             |
| <input checked="" type="checkbox"/> Pioneer Fire, Chief <b>Mark Matthews</b>                      | <input type="checkbox"/> Alternate Battalion Chief <b>Mike Stutts</b>             |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief <b>Mike Lilienthal</b>              | <input type="checkbox"/> Alternate Deputy Chief <b>Dustin Hall</b>                |
| <input checked="" type="checkbox"/> Marshall Medical Center, Exec. Dir. <b>Maia Schneider</b>     |   |
| <input checked="" type="checkbox"/> JPA Representative <b>Sherrie Kelley</b>                      |   |

#### Guests:

- Sue Hennike, El Dorado County
- Michelle Patterson, El Dorado County EMSA
- Chad Cossey, El Dorado County EMSA
- José C. Henríquez, LAFCO
- Diana Sampson, Georgetown Fire
- Jessica Braddock, El Dorado Hills Fire
- Jim Hartley, El Dorado Hills Fire Board of Directors

#### Other Attendees:

- Assistant Chief Bob Bement, Garden Valley Fire
- Division Chief Paul Dutch, El Dorado County Fire

### 2. Approval of Agenda

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

### 3. Public Comments

None.

### 4. Consent Calendar

Director Ransdell motioned to approve consent calendar item 4.1, 4.2 and 4.3 as presented. Director Johnson seconded the motion. Director Schneider abstained. Motion carried.

## 5. Correspondence

None.

## 6. Reports

### 6.1 Receive/File Statistics for October 2019

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

### 6.2 Review and Discuss Code 2 and Code 3 IFT Stats (Standing Board Item)

- Ms. Kelley provided an overview of the statistics for the October Code 2 and Code 3 IFT stats.
- The Board requested to track medic units by time of day.
- Alpha One is now certified as a third provider in the county.

### 6.3 Update on Ambulance Deployment Model Review (Standing Board Item)

Ms. Kelley updated the Board on the discussion regarding the deployment model and the recommendation for moving M17 to Station 21 during Station 17's remodel, which will occur in February and will run for approximately 4 months.

## 7. Old Business

### 7.1 Discuss and Vote on Continuation of Code 2 and Code 3 IFT Tracking

Director Lindgren motioned to continue tracking the Code 2 and Code 3 IFTS through the System Status Management Committee with a report out to the JPA Board of Directors. Director Johnson seconded the motion, which carried unanimously.

## 8. New Business

### 8.1 Discuss and Vote on Approval to Hire a JPA Part-Time Administrative Assistant

Previously, the JPA was staffed with two full-time positions, but since the prior Executive Director's departure in May 2018, the office has been staffed with only one full-time position.

Discussion regarding the staffing concerns at the JPA office took place at the August 28, 2019 JPA Board meeting during Closed Session and the Chair reported out in open session that authorization to hire a part-time person was granted by the Board. Prior to moving forward with the hiring process, it was requested that the Board officially vote on the matter.

Discussion included:

- The temporary position was discussed in Closed Session, but several Board members do not remember direction being given.
- The Board has discussed the matter on several occasions but has yet to provide any assistance to the JPA for the last year and seven months.
- Convene the Personnel Committee to review both positions and formalize a plan.

Director Matthews motioned to approve the JPA Interim Executive Director to hire a part-time Administrative Assistant. Director Dwyer seconded the motion, which carried unanimously.

### 8.2 Discuss and Approve JPA Part-Time Administrative Assistant Job Description

Director Lindgren motioned to approve the JPA part-time Administrative assistant job description as presented with the understanding that the Personnel Committee will review it. Director Brown seconded the motion, which carried unanimously.

### 8.3 Discuss and Vote on Purchase of Motorola APX6000 Radios

While the JPA budgeted \$43,000 in FY 19-20 to purchase the APX6000 radios, concerns were raised whether the capacity would be acceptable based on the recent FIRESCOPE communication indicating that there was a formal recommendation to increase the minimum channel capacity requirement for both portables and mobile radios from 254 to 400 channels. At the request of the System Status Management Committee, the ECC researched the matter and has reported that the

JPA can proceed forward with the purchase of the radios.

Director Johnson motioned to approve the purchase of 8 Motorola APX6000 radios at a cost not to exceed \$43,000. Director Ogan seconded the motion, which carried unanimously.

8.4 Discuss and Vote on Purchasing iPads and Mounts for AVL Program

The JPA budgeted \$30,000 in FY 19-20 to complete the hardware and licenses purchase for the AVL project. As recommended by the System Status Management Committee, the JPA is requesting approval to purchase 8 iPad Pros and 19 protective sleeves, docking stations and universal double ball mount arms. All remaining funds after the purchase of the hardware will be utilized for the purchase of the licenses.

Director Lilienthal motioned to approve the purchase of 8 256 GB iPads and 9 protective sleeves, docking stations and universal double ball mount arms for the AVL project as presented. Director Johnson seconded the motion, which carried unanimously.

8.5 Approve Calendar Year 2020 JPA Finance Officers

Director Matthews motioned to approve Chief Mo Johnson as the Chair and Chief Tim Cordero as the Vice Chair for the 2020 Finance Committee. Director Savacool seconded the motion, which carried unanimously.

8.6 Approve Calendar Year 2020 JPA System Status Management Officers

Director Lindgren motioned to approve Chief Tim Cordero as the Chair and Deputy Chief Mike Lilienthal as the Vice Chair for the 2020 System Status Management Committee. Director Savacool seconded the motion, which carried unanimously.

8.7 Approve Calendar Year 2020 JPA Board Officers (Roll Call Vote)

Director Lilienthal motioned to elect Chief Mo Johnson as the Chair for the 2020 JPA Board of Directors. Director Ogan seconded the motion.

Director Savacool motioned to elect Unit Chief Scott Lindgren as the Chair for the 2020 JPA Board of Directors. Director Moranz seconded the motion.

Roll Call Vote:

Member Agency	Lindgren	Johnson
CAL FIRE ECC AEU	X	
CAL FIRE Cameron Park	X	
Diamond Springs/El Dorado		X
El Dorado County		X
El Dorado Hills		X
Garden Valley	X	
Georgetown	X	
Mosquito		
Pioneer		X
Rescue		X
Marshall Medical Center		X

Chief Johnson won the Chair position for the 2020 JPA Board of Directors.

Director Lindgren motioned to elect Chief Clive Savacool as the Vice Chair for the 2020 JPA Board of Directors. Director Matthews seconded the motion.

Director Johnson motioned to elect Chief Bryan Ransdell as the Vice Chair for the 2020 JPA Board of Directors. Director Savacool seconded the motion.

Roll Call Vote:

Member Agency	Savacool	Ransdell
CAL FIRE ECC AEU		X
CAL FIRE Cameron Park		X
Diamond Springs/El Dorado		X
El Dorado County		X
El Dorado Hills		X
Garden Valley	X	
Georgetown		X
Mosquito		
Pioneer	X	
Rescue		X
Marshall Medical Center	X	

Chief Ransdell won the Vice Chair position for the 2020 JPA Board of Directors.

8.8 Review and Vote on Resolution 2020-01 – Authorization of JPA Board Chairman to Execute Agreements/Amendments Approved by the Board

Director Lindgren motioned to approve Resolution 2020-01 as presented. Director Lilienthal seconded the motion, which carried unanimously.

**9. Fiscal Items**

9.1 Review and Vote on Revised FY 19-20 JPA Budget

The JPA proposed the following revisions to the FY 19-20 Budget:

Class 30

3000 Regular Employees - \$30,160.00 for a part-time JPA Administrative Assistant

Class 40

4100 Insurance - \$5,177 for increase in vehicle insurance coverage

4220 Memberships - \$411.90 for Cal Chiefs, \$100.00 for Cal Chief EMS and \$750.00 for California Ambulance Association

4324 Medical - \$5,000.00 for CCT increases

4617 Staff Development - \$2,500.00 for conference attendance by JPA personnel

Director Johnson motioned to approve the revised FY 19-20 JPA budget as presented. Director Ogan seconded the motion, which carried unanimously.

9.2 Discuss and Vote on Standardized Billing Methodology for Transporting Districts

The Finance Committee is recommending the approval of the standardized billing methodology #2.

Director Lilienthal motioned to approve the standardized billing methodology #2 for transporting districts as presented. Director Ransdell seconded the motion, which carried unanimously.

9.3 Review YTD Revenue vs. Expenditure Report (Standing Board Item)

The Board reviewed the YTD revenue vs. expenditure report.

**10. Director Items**

CAL FIRE ECC AEU: Volunteers were requested for the JPA Personnel committee. Chief Lilienthal, Chief Matthews and Ms. Schneider volunteered.

CAL FIRE Cameron Park: The tree lighting ceremony is scheduled for Friday and the pancake breakfast is scheduled for Saturday.

Diamond Springs / El Dorado Fire: Two staff members accepted positions at Sac Metro.

El Dorado County Fire: Tim Cordero has been appointed as the new Fire Chief. The Change of Command Ceremony will take place on January 2 at the Shingle Springs Band of Miwok Administration building. Hiring three staff members. Developing a live burn training site at Station 23. Station 17 remodel will take place in February.

El Dorado Hills Fire: The lease for the training facility has been signed.

Garden Valley Fire: Investigating a quick response vehicle model.

Georgetown Fire: Hired a full-time position on the engine. The tree lighting ceremony is scheduled for Saturday.

Marshall Medical Center: CEO transition is taking place at the end of December.

Mosquito Fire: Restructuring the operations side. Transitioning to a part-time staffing level. Hired several retired firefighters. Received one grant for equipment and retention and another grant for training. The tree lighting ceremony is scheduled for Saturday.

Pioneer Fire: Talking with Amador County on a group consolidation. Thanked the Board for their support of other districts.

Rescue Fire: Christmas trees are for sale at Station 83.

**11. Good and Welfare**

None.

The Board adjourned into Closed Session at 10:15 a.m.

**12. Closed Session: Pursuant to Government Code Section 54956.9 (a) – Pending Litigation**

The Board reconvened into Open Session at 10:30 a.m.

**13. Public Report of Decisions Made During Closed Session – Pursuant to Government Code Section 54957.1 (a) (2)**

Director Lindgren reported that the JPA's insurance carrier has retained Derek Sachs with Lewis Brisbois to represent the JPA in a wrongful termination suit filed by Martin Hackett. No action was taken.

**14. Adjournment**

Director Lindgren motioned to adjourn the meeting at 10:31 a.m. Director Savacool seconded the motion, which carried unanimously.