



El Dorado County Emergency Services Authority

Special JPA Finance Committee Meeting

Wednesday, April 29, 2020 at 2:00 p.m.

DS/ED Fire Station #49, Downstairs Classroom, 501 Main Street, Diamond Springs, CA 95619

Teleconference: Dial In # 916-577-4811, PIN 67549

Attendees:

- CAL FIRE ECC AEU, Unit Chief Scott Lindgren
- CAL FIRE Cameron Park, Asst. Chief Sherry Moranz
- Diamond Springs Fire, Chief Bryan Ransdell, **Vice Chair**
- El Dorado County Fire, Chief Cordero
- El Dorado Hills Fire, Chief Maurice Johnson, **Chair**
- Garden Valley Fire, Chief Szczepanik
- Georgetown Fire, Chief Glenn Brown
- Mosquito Fire, Chief Eddie Dwyer
- Pioneer Fire, Chief Mark Matthews
- Rescue Fire, Deputy Chief Michael Lilienthal
- Marshall Medical, Maia Schneider

Alternates:

- CAL FIRE ECC AEU, Assistant Chief Mike Blankenheim
- CAL FIRE Cameron Park, BC Jed Gaines
- Diamond Springs Fire, DC Ken Earle
- El Dorado County Fire, DC Paul Dutch
- El Dorado Hills Fire, John Giraudo, Board of Directors
- Garden Valley Fire, Battalion Chief Jon Michaelson
- No Alternate
- Mosquito Fire, Battalion Chief Dion Nugent
- Pioneer Fire, Battalion Chief Mike Stutts
- Rescue Fire, Deputy Chief Dustin Hall
- No Alternate

Other Attendees:

Tony Corado, Interim JPA Executive Director
Christina Burroughs, Interim JPA Administrative Assistant
Lori Tuthill, Interim JPA Administrative Assistant
Jessica Braddock, El Dorado Hills Fire
Brian Newman, Cal Fire
Trent Williams, El Dorado County Fire

1. Call to Order

Director Johnson called the meeting to order at 2:04 p.m.

2. Approval of Agenda

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

3. Old Business

None

4. New Business

4.1 Capital Replacement Plan

Director Johnson reviewed the documents included in packet:

Medic Unit Replacement Plan – 20 ambulances in inventory for 8 that are frontline in service.

Proposing to remove 5 units from inventory.

We should be putting aside \$458,700/per year into the Capital Replacement Fund. In order to catch-up we would need to put in an additional \$130,985 for a total of \$589,685.

Chief Cordero gave a brief history of the ambulance remount process:

He recommended that we could scale down to 5/6 back up units, but if we are going to stay on the

three year remount process then we should scale down to 8/9 back up units.

We save around \$75,000-\$100,000 on the remounts v. a new unit.

Medic 215 and 255 are units that we could surplus right now.

Medic 28 and 89 are due for remounts this year.

The three new remounts are ready to go aside from the DMV processing (closed due to COVID-19).

Recommendation given by Corado to take to the Board is to surplus two units and remount two units for the FY 20/21, then reevaluate next year and look into reducing numbers again for the FY 21/22.

Director Moranz recommended tracking how often we are using the reserve units.

Corado will be sending out the capital replacement plan documents to the entire group.

Director Johnson gave us a brief overview of the service life of the gurneys. Corado recommended we purchase three new gurneys in FY 20/21. They are approximately \$21,000 per gurney. We should be putting \$34,091 aside for gurneys. Recommendation that we do not keep back-up gurneys in the back up units.

Monitors are around \$30,000, we should be putting aside \$57,777 per year. We currently have 19, do we need that many?

Miscellaneous – Small amount but we still need to be putting around \$7880 aside.

Right now we are not setting anything aside for Capital, the total recommendation for this is \$689,434, which includes a catch-up plan.

Recommendation given to meet with the County to review the budget for our capital expenses (Class 60) and continue the \$500,000 every year rather than losing it in FY 21/22.

5. Fiscal Items

5.1 Review 20/21 Preliminary Budget

Corado gave the group a brief overview of where we are now with the preliminary budget and the gap we need to close.

Medical supplies, vehicle maintenance and fuel are the three main categories where expenses need to be cut immediately. A better process needs to be put in place for purchases, approvals, and accountability.

Medical Supplies: Corado is currently working on a memo to send out to the agencies which will put a procedure in place to control how the spending is being done by the troops. We also need to look into the drug expiration dates and the amount that is being ordered in excess.

Vehicle Maintenance: Contract is up for renewal, hourly rate from John Lyons, mobile maintenance provider, went up. Corado will compare the new contract to the old to determine exactly how much the hourly rate will increase for the 20/21 FY. Will be listed as an agenda item at the next BOD meeting for approval.

Fuel: We had a fraudulent charge recently that we are working on with WEX. Corado will be looking into other options for fuel purchasing.

Recommendation by Director Johnson to have another finance committee meeting to discuss medical supplies and start working on a better process.

Recommendation to go out to RFP for Medical Supplies, Inventory Control and Tracking System.

Discussion took place on how to balance the budget:
Eliminating an ambulance full time, half time or quarter time.
Each agency gives a percentage of their \$1.15 Million.

UAL should be separate from the \$1.15M, this affects three agencies: County Fire, Diamond and Georgetown. The county should honor these legacy costs above the \$1.15M.

Corado gave us a description of the executive director and administrative assistant costs currently in the preliminary budget. It is recommended to review and revise the Executive Director position salary and benefits package.

The FY 20/21 preliminary budget is due by June 1, 2020 to the County.

County Fire has about \$800,000 in reserve from last year and is on track to have \$200,000 this year. Director Cordero stated that putting this money back into the JPA is not a long term fix, it would be temporary which is not solving the problem.

Director Corado recommended that each agency gives 5% of their 1.15M which would give the JPA \$460,000. This would result in a \$4,729/month or about \$57,000 per year loss per ambulance. There is a concern that the BOD of each agency may not vote for that.

Discussion took place regarding all the options to reduce costs, agencies have not yet come to a consensus on a recommendation for the BOD.

Discussion also took place on the REACH contract. Corado to get more information and bring it back to the Finance Committee.

6. Adjournment

Director Ransdell motioned to adjourn the meeting at 3:34 p.m. Director Cordero seconded the motion, which carried unanimously.