



El Dorado County Emergency Services Authority

Special JPA Finance Committee Meeting

Wednesday, May 06, 2020 – 1:00 p.m.

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
- Georgetown Fire, Chief Glenn Brown
- Mosquito Fire, Chief Eddie Dwyer
- Pioneer Fire, Chief Mark Matthews
- Rescue Fire, Deputy Chief Michael Lilienthal
- Marshal Medical, Exec. Director Maia Schneider

Alternates:

- CAL FIRE ECC AEU, Assistant Chief Brian Newman
- 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
Trent Williams, El Dorado County Fire
Jim Hartley, El Dorado Hills, Board of Directors
Sue Hennike, County CAO Office
Barbara Mikel, Mosquito Fire

1. Call to Order

Director Ransdell called the meeting to order at 1:03 p.m.

2. Approval of Agenda

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

3. Old Business

3.1 Capital Replacement Plan

Chief Johnson recommended that everyone look at the draft Capital Replacement plan to discuss further at our next meeting. We need to talk more about the gurneys, right now we are slated to purchase 4 new gurneys in the proposed preliminary budget.

Clarification made that this Capital Replacement Plan is a draft plan that is not currently in the FY 20/21 Preliminary Budget. It is included in the packet to discuss and possible adjust the FY 20/21 Preliminary Budget.

4. New Business

None

5. Fiscal Items

5.1 Review 20/21 Preliminary Budget

Interim Director Corado gave a brief overview of the FY 19/20 current budget situation.

Will be able to give an update for the end of year forecast next week.

Found an accounting error in the medical supplies budget that needs more clarification will give an update on this next week.

Interim Director Corado went through each line item showing the increase/decrease needed for the next budget year.

5.2 20/21 Preliminary Budget Expense Reductions Options

Corado gave a line by line overview of the Preliminary Budget.

Communication expenditures – going to add more detail to the upcoming budget, separate line items for all the dispatch costs. Should be a savings here.

Liability Insurance – waiting on official notice from the company regarding a 5-7% increase in costs.

Question on why there will be an increase and noted that we should be saving on this due to the surplus of some units. Corado to follow up with this.

Vehicle Maintenance – going to be over budget by \$43,000 in maintenance only, not including supplies or tires.

Lease Agreement on JPA office building – Director Ransdell to send a letter to the Association.

Fuel – Projecting to be over budget \$147,000.

Fixed Assets – With the \$500,000 from the County covering the two remounts and purchasing some new gurneys we should have a little roll over.

Final budget deficit should be around a \$281,000 shortfall.

Class 30 – still need to have a discussion on reducing the medical supply costs. Corado is currently meeting with the Paramedics to get a better grasp on how the ordering takes place in each agency.

Corado to meet with Life Assist representative to work on a better process for purchasing.

Maia to send copy of nurse transport contract.

Corado mentioned that we will be receiving money from the CARES Act due to COVID-19, it was on the BOS agenda for their last meeting, we are waiting to get a report back on that. Corado to follow up on this.

Noted that we cannot double dip and need to make sure we are not collecting reimbursements from two separate entities for the same item. Plan is to get a large list together and submit all at once.

Discussion on the staffing/hiring of a new director and an administrative assistant. Personnel committee, Maia Schneider, Director Lilienthal and Director Matthews, will meet with Corado to discuss moving forward with a recruitment for these open positions

Corado reviewed the options regarding reducing services to reduce costs:

Reducing service by pulling an ambulance out of service full time or part time.

Reducing a percentage from each service provider from the \$1.15M.

At the last Finance Committee meeting Corado gave a recommendation to reduce 5% from each service provider, however he now believes it could be less than that due to the latest findings in the budget. Noted that even if we go with this reducing percentage option, it can be reevaluated every three months and adjusted or reinstated.

Sue Hennike recommended we find out from the auditor when the deadline for the budget is to submit it to the County. The submittal of the budget isn't for approval it is for the auditor to put the numbers into the audit. Corado to follow up on this.

Director Lilienthal requested a timeline from Corado to make decisions and provide a final budget. Corado plans to bring preliminary budget to JPA Board of Directors to take action soon depending on when the budget is due to the County.

Director Moranz pointed out that the individual agency Board of Directors may not vote to approve a reduction in the percentage per ambulance.

Director Johnson recommended that we get down to that true number and the budget deadline before making any recommendations to the JPA Board of Directors. Also recommended that each Chief start talking to their individual agency's Board of Directors to see where they may be on reducing the percentages.

Director Lilienthal states that the conference call is not working, we need to all meet in one room.

Lori Tuthill recommends we get the personnel group together and start working on that recruitment.

Director Johnson requests that every agency specify who in their agency is authorized to purchase supplies.

6. **Adjournment**

Director Ransdell motioned to adjourn the meeting at 2:07 p.m. Director Johnson seconded the motion, which carried unanimously.