



# El Dorado County Emergency Services Authority

## JPA Board of Directors Meeting Minutes

Wednesday, May 20, 2020 - 9:00 a.m.  
EDHFD Employee Development Center, 4640 Golden Foothill Parkway, Suite 10

**Pledge of Allegiance:** Conducted

### 1. Call to Order/Introductions - Call to order at 9:00 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</b>             | <input type="checkbox"/> Alternate Battalion Chief <b>Brian Newman</b>             |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief <b>Bryan Ransdell, Vice Chair</b>  | <input type="checkbox"/> Alternate Deputy Chief <b>Ken Earle</b>                   |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief <b>Tim Cordero</b>                | <input type="checkbox"/> Alternate Division Chief <b>Paul Dutch</b>                |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief <b>Maurice "Mo" Johnson, Chair</b> | <input checked="" type="checkbox"/> Alternate EDH Board of Dir. <b>John Giraud</b> |
| <input type="checkbox"/> Garden Valley Fire, Chief <b>Linda Szcapanik</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 type="checkbox"/> Mosquito Fire, Interim Chief <b>Mark Schwegler</b>                        | <input type="checkbox"/> Alternate Battalion Chief <b>Dion Nugent</b>              |
| <input 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 checked="" type="checkbox"/> Alternate Deputy Chief <b>Dustin Hall</b>      |
| <input checked="" type="checkbox"/> Marshall Medical Center, Exec. Dir. <b>Maia Schneider</b>      | <input type="checkbox"/> No alternate                                              |
| <input checked="" type="checkbox"/> JPA Representative <b>Tony Corado</b>                          |                                                                                    |

#### Guests:

#### Other Attendees:

Rob Combs, Retired Diamond Fire Chief  
Michelle Patterson  
Jim Hartley  
Jose Henriquez, LAFCO  
Jessica Braddock, EDHFire

### 2. Approval of Agenda

Agenda is amended by Director Brown adding Proposed State EMSA regulations impacting the Fire Service EMS. Director Brown made a motion, Director Lindgren seconded the motion, which carried unanimously.

### 3. Public Comments

None.

### 4. Old Business

#### 4.1 Interim Executive Director Appointment Contract

Chief Johnson gave a brief overview of the history of this position and stated that this needs to be solidified. Chief Corado needs to either be a JPA employee or remain as a Diamond Fire Employee.

Director Lindgren – wants clarification as to why Corado is not under the JPA, it is a conflict of interest to be an employee of an agency and holding a position in the JPA.

Director Johnson reiterated that Director Corado was not going to accept the Interim JPA director position due to the JPA not having adequate funds. There is no conflict of interest due to Director Corado not being a voting member on the board.

Director Ransdell gave a brief overview of why Director Corado remained with Diamond due to the budget issues and fixing that problem before hiring an interim/new director.

Director Moranz believes there is a conflict as well. There is money available to pay for a director and there is confusion why we are not hiring a director.

Director Corado gave a brief overview of the failed previous recruitment. Reiterated that there was a very short transition time/training and after reviewing this budget decided that the JPA should hold off on hiring until the budget gets in place.

Director Brown agrees that this is a conflict of interest and we need to fix the Interim Director issue now. This should have been a Board issue and it needs to be voted on when decisions like this are made.

Director Johnson states that we did what we needed to do to keep the JPA afloat and would like recommendations on what we need to do next.

Director Lilienthal recommends we stop the finance committee meeting at this time and only have Board meetings. Requests that we move on to the discussion of who is going to run the JPA.

Director Johnson stated that putting in a permanent director is a 2-3 month process. What is the interim options at this time until that can happen.

Director Lindgren would like to see the position reflow and would like to know Corado's intent.

Corado recommends putting the budget together first to determine the funds available for a director and then recruit. Budget is due July 1, 2020 for the FY 20/21. Corado gave an overview of the current budget issues and where we are in a deficit.

Director Lindgren asked is anyone is interested in the position at this time.

Director Brown made a motion to continue the practice of using the three people (2 from Diamond, 1 from EDHFD) that are currently running the JPA at this time with a legal opinion and contract while posting a job flyer for an Interim Director position, Director Johnson seconded the motion,

Director Lilienthal recommends that we go out for a permanent Executive Director rather than an interim based on the fact that it is the same amount of work to do either.

Motion cancelled

Director Lilienthal motioned that we keep Corado in the position as well as two administrative assistants (one with Diamond and one with EDHFD) with a contract for the JPA to reimburse Diamond Springs and EDHFD under the Compensation Section 80 of the contract followed up with a legal opinion and move forward with a recruitment for a permanent Executive Director, Director Lindgren seconded the motion, motion carries unanimously.

Chief Combs recommends the PERS contract is reviewed

## 4.2 Executive Director Recruitment Discussion/Action

Director Lilienthal recommends building a new flyer for the recruitment with a new payscale and new timeline.

Corado recommends we hire an administrative assistant now to begin training and learning the job duties.

Blue Ribbon would be about \$28,000/year for a 20 hour/week part time temporary administrative assistant.

Director Johnson recommends we go at a higher level assistant because the job duties are at a higher level.

Director Lindgren made a motion to ask the recruitment committee to also move forward with an executive assistant/accounting technician, Director Lilienthal seconded the motion. Motion approved unanimously.

Personnel committee, Lilienthal, Maia, and Chief Matthews.

Maia recommends we look at the budget and put the emphasis on hiring a quality director and not so much on the support staff. Chief Lindgren stated that COVID-19 has changed the dynamics of this with the rise of unemployment. Maia believes that this is temporary.

## 5. New Business

### 5.1 Review and Approve Capital Replacement Plan

Corado gave a brief history of our capital replacement plan and the current budget with the JPA. Director Johnson updated the Board on the current issues we are facing with the gurneys and the medic units.

Director Cordero recommends that we look at the units and thin the herd, also admin should be tracking the inventory of these rigs and their mileage (Re-listen to this!). The mileage should be pushed higher to save some cost on that.

Director Lilienthal gave an update on the replacements/remounts that need to take place over the next two years.

Lengthy discussion on the options and costs of remounts v. new, 4-wheel drive v. 2-wheel drive.

Corado stated that this plan is a good start and recommends developing it with written correspondence on analysis and detail.

Director Johnson recommends we look at gurney inventory and life of monitors.

Chief Hall stated that there is a Fleet maintenance module through image trend that is available to the JPA for tracking.

Discussion regarding who owns the ambulances, the JPA or the County. Legal needs to review our contract for clarification on this.

Fixed assets are supposed to be updated by the board and the county annually per the contract.

Director Johnson recommended getting legal opinion on this matter before approving this Capital Replacement Plan.

No action taken

## 5.2 Review and Approve 2020/2021 Preliminary Budget

Corado gave a brief history on the current budget issues and an overview of the preliminary budget proposal. Stated that the preliminary budget shows a shortfall of \$182,245 for the 20/21 budget therefore an adjustment still needs to be made in order to balance the budget.

Lengthy discussion on the document and the contract with the County. Recommendation to take the contract to the attorney for review before making any decision on the budget.

Corado is working on a more detailed budget.

Discussion on the options available to balance budget, Corado recommends looking at a 2.5% reduction from each transporting agency receiving the \$1.15 Million.

Director Lindgren recommends we go back to billing the actual cost to run the ambulances per each transporting agency and any money left over goes back into the JPA reserve account.

Discussion on the history of why the flat rate came about, actual billing cost does not work.

Current contract agreements with the JPA and the agencies can only be changed with Board agreement or terminate it with a 90-day notice. Need to determine if these contracts are one year or five year contracts.

No decision made at this time, we will re-evaluate and meet again next week.

Director Lilienthal made a motion to move this topic to another meeting next week after seeking legal council, 2.31 ambulance inflation, and length of contract with the districts. (Listen again)

## 5.3 CARES Act Update –

Corado reported there should be a \$7,000-\$10,000 recovery for this fiscal year.

## 5.4 Proposed State EMSA regulations impact on Fire Service EMS.

Director Brown recommends everyone read the handout regarding the proposed State EMSA regulations impact on the Fire Service EMS.

Chief Hall gave the board a brief overview of why this has come about. Also gave recommendation to the Board to read the legislative .....

## 6. **Adjournment**

Chief Brown motioned to adjourn the meeting, Chief Lindgren seconded, approved.

Meeting adjourned at 12:50.