



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Wednesday, June 24, 2020 - 8:00 a.m.

**EDHFD Employee Development Center, 4640 Golden Foothill Parkway, Suite 10
or Teleconference: Dial In # 916-577-4811, PIN 67549**

Pledge of Allegiance: Conducted

1. Call to Order/Introductions - Call to order at 8:11 a.m.

Board Attendees:

- | | |
|--|---|
| <input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Assistant Chief Sherry Moranz | <input checked="" type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Jed Gaines |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Scott Lindgren | <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Assistant Chief Brian Newman |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell, Vice Chair | <input type="checkbox"/> Diamond Springs Fire, Deputy Chief Ken Earle |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero | <input type="checkbox"/> El Dorado County Fire, Division Chief Paul Dutch |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson, Chair | <input checked="" type="checkbox"/> El Dorado Hills Fire, Board of Director John Giraud |
| <input type="checkbox"/> Garden Valley Fire, Chief Linda Szczepanik | <input type="checkbox"/> Garden Valley Fire, Battalion Chief Jon Michaelson |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Glenn Brown | <input type="checkbox"/> Georgetown Fire, Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Marshall Medical Center, Exec. Director Maia Schneider | <input type="checkbox"/> Marshall Medical Center, EMS Coordinator Michele Williams |
| <input type="checkbox"/> Mosquito Fire, Interim Chief Mark Schwegler | <input type="checkbox"/> Mosquito Fire, Battalion Chief Dion Nugent |
| <input type="checkbox"/> Pioneer Fire, Chief Mark Matthews | <input type="checkbox"/> Pioneer Fire, Battalion Chief Mike Stutts |
| <input type="checkbox"/> Rescue Fire, Deputy Chief Mike Lilienthal | <input type="checkbox"/> Rescue Fire, Deputy Chief Dustin Hall |

Guest:

Ingrid, Auditor

Other Attendees:

Tony Corado, Interim JPA Executive Director
Christina Burroughs, Interim JPA Administrative Assistant
Lori Tuthill, Interim JPA Administrative Assistant
Sue Hennike, El Dorado County, CAO Office
Jim Hartley, El Dorado Hills Fire Board of Directors
Battalion Chief Dave Wood, Cal Fire
Barbara Mikels, Mosquito Fire

2. Approval of Agenda

Director Cordero motioned to approve the agenda with one change to bump the Auditor to 7.1 under old business. Director Moranz seconded the motion, which carried unanimously.

3. Public Comments

None.

4. Consent Calendar

Director Lindgren motioned to approve consent calendar item 4.1, 4.2 and 4.3 as presented. Director Cordero seconded the motion, which carried unanimously.

5. Correspondence

None.

6. Reports – (Unavailable at this time)

6.1 Receive/File Statistics for 2020

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

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

No report.

7. Old Business

7.1 Review and approve the Personnel Committee's recommendation(s) related to the recruitment process and timeline for Executive Director and Executive Assistant

Discussion among the Board regarding the best option for the assignments of each position.

Corado recommended we choose option 1 to meet the needs of the JPA.

Chief Brown pointed out Option 3 numbers need to be adjusted somewhat based on the salary. The "extras" (social security, medicare, etc.) are based on the salary, therefore they need to be different.

Chief Brown made a motion that we go with option 3 with the total not to exceed the budget, Chief Moranz seconded the motion which carried unanimously.

7.2 Review Job Recruitment Flyer from Previous Recruitment

Recommendation made by Director Schneider to allow electronic submission to her rather than mail in due to Covid-19.

This flyer needs to be disbursed to the Cal Chiefs, EMS Section, and Daily Dispatch.

Due dates need to be adjusted. August 15, 2020 would be a good date for the deadline.

Chief Lindgren recommends we put the Bachelors' degree as a preferred option, not requirement.

Director Ransdell disagrees with this, he believes there is a lack of the administrative skills without it. He recommends that a regionally accredited degree is a requirement.

Director Johnson recommends we keep the language as is in the flyer, this was a Board adopted policy from the December 2019 Meeting.

Chief Brown made a motion to go with the recommended changes as stated above, Director Moranz seconded the motion, which carries unanimously.

7.3 Approval of the FY 18/19 Audit – Representator of the Audit company gave us a detailed overview of the Audit.

Director Johnson made a motion to approve the Audit as it stands, Director Cordero seconded, which carried unanimously.

8. New Business

8.1 Gurney Power Load – El Dorado Hills Fire Department

Director Johnson gave the Board a brief overview of the reason behind the request by the El Dorado Hills Fire Department. EDHFD is asking the Board to approve this adjustment made to our gurneys (Upgrade and track system).

Director Cordero spoke on the pros and cons of this system and believes it would be a good system to look into for all of our ambulances. This system changes the gurney cost from \$17,000 to about \$40,000.

Director Lindgren asked for clarification on how interchangeable these gurneys will be for the other ambulances. Example: Medic 85's gurney could go into other ambulances however, no other gurney could go into Medic 85.

Cordero thinks EDHFD moving forward on this would be a great way to test these systems out.

Director Johnson believes this will reduce the risk of back injury.

New gurneys come "power-load" ready so moving forward when we purchase new gurneys they will work in all the ambulances with or without the track system.

These systems are coming off of Demo units which is why EDHFD wants to purchase them, they are a good deal.

Question came up if this is going to set the standard for all the ambulances.

Director Lindgren believes that the JPA should incur this cost for EDHFD to do this as a trial rather than the cost going to EDH.

Corado will research this further on the cost to see if the JPA could cover this cost.

Director Moranz questions if this is the best time to be spending money.

Discussion took place on how these work exactly and the training needed to implement the system.

Total cost \$1100 pre unit, \$4468.87 total, power loads are \$22,522.50

Director Lindgren made a motion to move forward with the JPA to cover the cost of these two systems for EDHFD for the pilot study, Director Brown seconded the motion with a recommendation that they should go on two front line units rather than EDHFD's back up unit, which carried unanimously.

8.2 Out of County IFT's Time Restriction

Chief Cordero gave us a brief overview of the current policy on this and the changes recommended from the EMSOC Committee that the Board eliminate these time restrictions now that we are not going into the Bay Area.

Director Brown made a motion to remove the time restrictions for the Out of County IFT's. Director Schneider seconded the motion, which carried unanimously.

9. Fiscal Items

9.1 Preliminary Budget Amendment

Corado stated that the incorrect budget is included in the packet. The amended budget would include the new computers for the two JPA positions, requesting to add the \$5000 for this. Also recommended purchasing managing software to manage medical supplies, fleet and narcotics. This request would be to begin with only the medical supplies for now which is a monthly charge cost, approximately \$33.00/month. There is a significantly larger amount of start up costs with two options (one – the company will come out, load the program and data, it would be turn-key or two- we do most of the design, data loading and set up for the program which would take a few months to implement). Initial cost for the medical supplies program is approximately \$15,000 for option two. This would come out of the Class 40 supplies budget which currently has a surplus of \$113,163.00.

We would also include the \$30,000 for the gurneys which would come out of the Class 60 fixed asset budget which currently has a balance of \$350,000.

Director Moranz would like more details regarding what this program will do for us as a whole and if this cost is justified. She would like to know what kind of control measures will be put in place and if it will benefit us. Corado stated that the savings will take place overtime, this is not going to be a quick fix to get the medical supplies more manageable. Corado also stated that their fleet program is something that will really benefit us in the future. There is a fixed asset tracking option also.

Recommendation to have some of the medics look at Operative IQ to see if it is user friendly.

Director Johnson made a motion to accept the changes highlighted by Corado to adjust the preliminary budget, Director Moranz seconded the motion, which carried unanimously.

Director Moranz would like to revisit the meeting minutes from the last Board meeting regarding the AVL's cost. We are waiting on the exact cost of these. Lengthy discussion on the AVL's and how they will work for us.

Director Johnson would like the spreadsheet sent out to the Board again.

Recommended we go back through last year's minutes to see what was voted on.

Board reviewed the cost of the AVL's licenses, infrastructure and equipment, annual server maintenance, and radio mobile annual maintenance fee. JPA will bill the Agencies for their licenses.

This does not include how they want to use it: IPad or computer – that purchase is up to the individual department.

Director Moranz questioned if 81 is still a good number, Chief Newman stated this is an old number and we may need to look into this again. Recommended we do a quick survey with all agencies to see how many licenses are being requested.

Chief Newman to contact each agency to determine how many licenses are being requested.

Corado reports on the following:

- Updated on upcoming meetings:
 - Workgroup meeting June 30th
 - EMSOC Meeting July 15th
 - Still waiting to hear from the County on a REACH meeting
- CARES Act – recouped some dollars for this around \$10,000. Will look at this every three months.
- Corado was on vacation last week. After July 1st Corado's schedule will be three days per week at the JPA: Tuesday/Wednesday/Thursday.

10. Director Items

CAL FIRE ECC AEU: Director Lindgren reported:

Battalion Chief Dave Wood promoted to Assistant Chief statewide, will be announced today. He will still be involved in the Unit but he will be officially starting this assignment on Monday, June 29, 2020. Congratulations to Chief Wood!

Thank you on all the support Cal Fire got from the recent fires. Cal Fire is not yet at peak staffing but will be this Friday.

Grant Fire – 5000 acres, pretty significant fire.

CAL FIRE Cameron Park: Director Lindgren reported:

Weed abatement is going well, we abated 8 properties, we are seeing a lot more compliance this year.

Diamond Springs / El Dorado Fire: Director Ransdell reported:

Captain Filas will be retiring on July 7, 2020.

El Dorado County Fire: Director Cordero reported:

Chief Officer level CAD numbers have changed.

El Dorado Hills Fire: Director Johnson reported:

EDC open for business, several classes already scheduled. CERT has been kicked off. We will be sending all the flyers out regarding all upcoming classes. 2300 inspections – we are noticing that being out in the field is creating more inspections. There are a lot of people using the hardship due to COVID-19 regarding clearing their lots. Rescue and EDH Fire boards have agreed to the intent to annex.

Garden Valley Fire: No report.

Georgetown Fire: Chief Brown reported:

Medic 61 and Medic 216 were both down, but now Medic 61 is back in service. John Lyons mentioned that he will work on our medic units through FY 20/21 but after that he will be retiring.

Marshall Medical Center: No report.

Pioneer Fire: No report.

Rescue Fire: Director Johnson reported above.

11. Good and Welfare

12. Adjournment

Director Ransdell motioned to adjourn the meeting at 10:32 am. Director Cordero seconded the motion, which carried unanimously.