



El Dorado County Emergency Services Authority

JPA Finance Committee Meeting Minutes

Thursday, September 28, 2023 - 9:00 a.m.
El Dorado County Fire Protection District Fire Station 28 Conference Room
3860 Ponderosa Dr. Shingle Springs, CA

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER/INTRODUCTIONS-0900

ROLL CALL

Board Attendees:

<input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Assistant Chief Nathan Barcklay
<input checked="" type="checkbox"/> El Dorado County Fire, Division Chief Paul Dutch, Chair
<input checked="" type="checkbox"/> El Dorado Hills Fire, Director of Finance Jessica Braddock, VC
<input checked="" type="checkbox"/> Georgetown Fire, Office Assistant Julie Medsger
<input checked="" type="checkbox"/> Mosquito Fire, Fire Chief Jack Rosevear

Guests: N/A

Other Attendees:

Cristy Jorgensen, Executive Director, EDC ESA (Outgoing)
Bill Sugiyama, Executive Director, EDC ESA (Incoming)

2. APPROVAL OF AGENDA

- *Jessica Braddock motioned to approve the agenda. Chief Barcklay seconded the motion which was carried unanimously.*

3. NEW BUSINESS

3.1 FY 22/23 Year End Totals

- *Executive Director Jorgensen reported on FY 22/23 Year End Totals Report. In summary, there was a total of \$1,945,264.48 of unspent funds for FY 22/23. Of that \$1,472,942.61 is from object code 4324, a little over \$472,000 is unspent operational funds, and \$336,700 represents unspent funds returned to the JPA by the El Dorado County Fire Department. This saving can be attributed to the El Dorado County PAO Model and the suspension of Medic 49 for an 8-month period.*

3.2 Discussion on FY 22/24 Mid-Year Adjustments

3.2.1 Transport Agency Allocation Recommendations

- *Unused Leave Balances*
 - *The Finance Committee recommends the JPA allocates the total request of \$149,286.58 to Reserve Account 349 FND Balance Other.*
 - *Agencies must submit any request to access these funds in writing and the request must be approved by the JPA Board of Directors prior to the JPA issuing the requested reimbursement. These requests may be submitted at any time throughout the fiscal year.*

- *Additional Recommendation*
 - *The Finance Committee recommends the Board conduct an internal RFP process for the staffing of a 9th full-time medic unit. Based on the fiscal limitations of the JPA Budget, the administrative support that transport agencies provide to the medic system, and to ensure future sustainability of the 9th medic unit, the Finance Committee recommends a contract not to exceed amount of \$1,000,000 to staff this 9th medic unit.*
- *Admin Support*
 - *Remaining unspent funds from Object 4324=\$323,656.03.*
 - *Remaining unspent funds from Object 349=\$277,643.95 (after recommended reimbursement listed below in Contract Overage)*
 - *Total available funds to support Administrative Support is \$601,299.98*
 - *JPA Finance Committee recommends an additional Admin Support reimbursement of \$50,000 per medic unit for 8 medic units. The remaining balance of \$201,299.98 would be held in Object 349 FND BAL: Other and would be available to support additional Admin Support reimbursement during FY 24/25 ALS Ambulance Service contract negotiations.*
- *Contract Overage*
 - *Georgetown Fire had 4 personnel leave the agency during FY 22/23 and incurred costs associated with unused leave balance payout. The JPA is now acknowledging an obligation to fund these unused leave balances based on documentation submitted by GEO Fire, \$2,419.67 was paid towards unused leave balances for those employees who left the agency during FY 22/23. The JPA Finance Committee recommends the JPA reimburse GEO Fire for these costs.*
 - *The JPA Finance Committee also recommends that the JPA reimburse GEO Fire for contract overage costs in the amount of \$119,670.48.*
 - *Funding of these contract overage reimbursements will come from the \$399,734.10 of returned surplus fees (Object Code 349 FND Bal: Other) that have been refunded to the JPA tied to surplus funds from the prior fixed rate contracts (FY 18/29 and 19/20).*
 - *Moving forward, the JPA Finance Committee recommends that no contract overages are reimbursed to the transport agencies.*
- *The JPA Finance Committee believes that the above-listed recommendations provide a balanced compromise between JPA's current and future operational needs while acknowledging each transport agency's actual incurred costs.*

Next meeting scheduled for September 28, 2023, at 9am at EDC Fire Station 28.

Cal Fire/CP Fire reported that Chief Barcklay will no longer be their rep. will be Chief Richards.

4. ADJOURNMENT: 11:31 a.m.