



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Tuesday, January 23, 2024 – 9:00 a.m.
Diamond Springs – El Dorado Fire Protection District Firefighters Memorial Hall
501 Pleasant Valley Rd., Diamond Springs, CA 95619

CALL TO ORDER: 9:05 AM

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Attendees:

- | | |
|--|---|
| <input type="checkbox"/> CAL FIRE - Cameron Park Fire, Assistant Chief Dusty Martin | <input type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Clint Siebert |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Mike Blankenheim, Vice Chair | <input type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief Dave Wood |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Matt Gallagher | <input type="checkbox"/> Diamond Springs Fire, Vacant |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero, | <input type="checkbox"/> El Dorado County Fire, Division Chief Paul Lohan |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson, | <input type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Wes Norman, Chair | <input type="checkbox"/> Garden Valley Fire, Assistant Chief Linda Szczepanik |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Glenn Brown, | <input type="checkbox"/> Georgetown Fire, Assistant Chief Bob Bement |
| <input type="checkbox"/> Marshall Medical Center, Executive Director Nicole Lamm | <input checked="" type="checkbox"/> Marshall Medical Center, EMS Coordinator Michele Williams |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief Jack Rosevear | <input type="checkbox"/> Mosquito Fire, James Young |
| <input checked="" type="checkbox"/> Pioneer Fire, Chief David Whitt | <input type="checkbox"/> Pioneer Fire, Battalion Chief Ken Earle |
| <input checked="" type="checkbox"/> Rescue Fire, Chief Bryan Ransdell | <input type="checkbox"/> Rescue Fire, Captain Joel Warman |

Guests: None

Patt Kernan, F3 Attorney
Paul Thompson, F3 Attorney
Mark Williams, F3 Attorney

Other Attendees:

Sue Hennike, Office of CAO
Kristine R. Oase – Guth, Interim EMS Director
Deputy Chief Mike Lilienthal, El Dorado Hills Fire Department
Director Tim White, El Dorado Hills Fire Department Board
Deputy Chief Dustin Hall, El Dorado Hills Fire
Division Chief Steve Adams, El Dorado Hills Fire
Executive Director Bill Sugiyama, EDC ESA
Administrative Coordinator Sarah David, EDC ESA
Director Lloyd Ogen, El Dorado County Fire Protection District
Director Mickey Kaiserman, El Dorado County Fire Protection District

1. APPROVAL OF AGENDA

- *Chief Johnson motioned to approve the agenda. Chief Cordero seconded the motion which carried unanimously*

2. PUBLIC COMMENTS

- *None*

3. CLOSED SESSION

1. PURSUANT TO GOVERNMENT CODE SECTION (§54956.9(d)(2).) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (1 Case)

- *The Board recessed to Closed Session at 9:08am.*

2. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION (§54956.9(d)(2).) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (1 Case)

- *The Board reconvened at 9:24am. No reportable action was taken.*

4. CONSENT CALENDAR

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Calendar is acted upon as one unit unless a Board member requests separate discussion and/or action.

APPROVAL OF ACTION SUMMARIES:

- *Approval of 2024 EMSOC Chair Dustin Hall and Vice Chair Steven Adams*

ACTION: *Chief Cordero motioned to approve the Consent Calendar. Chief Gallagher seconded the motion which carried unanimously.*

5. ACTION ITEMS

5.1 F3 Law Firm

5.1.1 Brown Act Training

5.1.2 JPA By – Law Review

- *The Board had many questions for the F3 attorneys regarding the Brown Act Training and the JPA By-Laws. The attorneys covered that the amount for these services would not exceed a cost of \$4,900 and the 3 hour Brown Act Training would be included in that cost. The Brown Act Training will be open to the public and there will not be a cap on the amount of participants that can attend. The Brown Act Training will be specific to this JPA and not El Dorado County in general. It was also discussed that Executive Director Sugiyama will be working with the attorneys to review and define the JPA By-Laws.*

ACTION: Chief Blankenhiem motioned to approve 5.1.1 Brown Act Training. Chief Johnson seconded the motion which carried unanimously.

ACTION: Chief Johnson motioned to approve 5.1.2 JPA By-Law Review. Chief Cordero seconded the motion which carried unanimously.

PUBLIC COMMENTS: *It was asked if the training will only be open to the Board or if anybody can attend? The F3 attorneys confirmed that the trainings would be open to anybody that wanted to attend.*

5.2 Portable Radios. EMSOC Recommendation

- *4 bids were attained and reviewed by the EMSOC Committee. The EMSOC Committee agreed and approved the Cross Connections bid and confirmed that it is within the budget.*

ACTION: Chief Codero motion to approve and authorize Executive Director to execute agreement with Cross Connections Emergency Services for procurement of BKR 5000 CMD Radio Unit Model III and accessories. Chief Gallagher seconded the motion which carried unanimously.

5.3 EMS Manager Job Description and Staff Report

- *Executive Director Sugiyama presented his request for adding the EMS Manager position to the JPA. The Board discussed concerns about how this position would fit into the budget and requested that a forecast be made to show the budget detailing of this position. The Board also discussed that the addition of the 9th medic should take priority over adding the third JPA position.*
- *Executive Director Sugiyama argued that the third position is a vital need to the JPA and that the position and feels confident in the budget to include this position. The board came to an agreement to table the topic until a thorough budget forecast and a report of what tasks are not being completed within the JPA can be done.*

ACTION: Chief Blankenhiem motioned to approve the proposed job description *only* for the position of EMS Manager. Chief Rosevier seconded the motion which carried unanimously.

PUBLIC COMMENTS: A question was asked if it was a good policy to pull potentially a 3rd (est. \$150,000) from the reserve fund for personnel, and if this were to be done what would be the plan to replace those funds? Chief Hall from the EMSOC Committee added that he agreed that the addition of the 9th medic unit should take priority over the third JPA position, and that a review of what is unable to be done at the JPA should be done.

5.4 EMS Manager Recruitment

ACTION: No action was taken.

5.5 JPA Master Contract Negotiation

- *The Board discussed setting up an AdHOC committee to start working on the contract negotiations. Chief Cordero suggested having a few board members sit in on the AdHoc meetings as a silent partner to be able to observe and take information to be able to bring back to the JPA Board. It was decided that the AdHoc Committee will be led by Chief Norman with Executive Director Sugiyama, Chief Cordero, Chief Blankenhiem, and Chief Johnson as members. This committee will be meeting as soon as schedule will allow in February.*

ACTION: No action was taken.

6 BOARD OF DIRECTORS QUESTIONS & COMMENTS

6.1 CAL FIRE ECC AEU

- *Nate Barckley will be starting as the Deputy Director position in Sacramento. Cal Fire ECC will be starting the process of filling the position. Position will change to Second Deputy Chief.*

6.2 CAL FIRE Cameron Park

- *No report.*

6.3 Diamond Springs / El Dorado Fire

- *No report.*

6.4 El Dorado County Fire

- *Have a few new PAO who are transitioning through their training program.*

6.5 El Dorado Hills Fire

- *El Dorado Hills Fire has 6 paramedics that are going through their training and will be starting on medic units soon. Recruiting will be on-going for the paramedic positions.*

6.6 Garden Valley Fire

- *No report.*

6.7 Georgetown Fire

- *Two offers went out for new paramedics, and 1 has been excepted. These two position are being filled to replace 1 paramedic who is on deployment and 1 who will be leaving for Novato.*

6.8 Marshall Medical Center

- *No report.*

6.9 Mosquito Fire

- *No report.*

6.10 Pioneer Fire

- *Pioneer Fire is currently fully staffed and doing well.*

6.11 Rescue Fire

- *No report.*

7 GOOD AND WELFARE

7.1 EL DORADO COUNTY CAO OFFICE

- *The CAO team will be wanting to pull people in from other agencies to participate in discussion about the system as a whole going into the contract negotiations.*

7.2 EL DORADO COUNTY LEMSA

- *The LEMSA is currently transition from ImageTrend 3.4 to 3.5 and will also be offering Ambulance Billing Training in the near future. LEMSA wanted to note that the DropBox is currently out of commission so paperwork that needs to be dropped off will need to be done physical within business hours.*
- *OES: Is working on a new evacuation software and will be setting up some training exercises with Marshall Medical Center.*

8 ADJOURNMENT 10:30am

Next Board meeting: 9:00 a.m. on Wednesday, **February 28, 2024**