



## El Dorado County Emergency Services Authority

**JPA Board of Directors Meeting  
Wednesday, August 28, 2024 – 9:00 a.m.  
Fire Fighters Memorial Hall  
501 Pleasant Valley Road, Diamond Springs, CA**

### AGENDA

ITEM	PRESENTOR
<b>CALL TO ORDER</b>	
<b>PLEDGE OF ALLEGIANCE</b>	
<b>ROLL CALL</b>	
<b>1. APPROVAL OF AGENDA</b>	
<b>2. PUBLIC COMMENTS</b> <i>Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Please note that state law prohibits this Board of Directors from acting on matters not on the agenda. Matters raised by the public may be referred to staff or placed on the next meeting's agenda. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.</i>	
<b>3. CONSENT CALENDAR</b> <i>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.</i> <b>EMSOC Meeting Minutes: 6.19.2024, 7.17.2024</b> <b>JPA BOD Meeting Minutes: 4.24.2024, 5.22.2024, 6.26.2024</b> <b>Claims Payables: Claim Batch 2, 4, 42, 52, 58, 60, 62, 64, 65</b> <b>ACTION: Motion to approve Consent Calendar</b>	
<b>4. CLOSED SESSION</b> <b>4.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)</b> CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: (3 CASES) <b>4.2 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)</b> PUBLIC EMPLOYEE PERFORMANCE EVALUATION: EXECUTIVE DIRECTOR	
<b>5. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION</b> <b>5.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)</b> CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: (3 CASES) <b>5.2 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)</b> PUBLIC EMPLOYEE PERFORMANCE EVALUATION: EXECUTIVE DIRECTOR	
<b>6. REPORTS/DISCUSSION</b> <b>6.1. Executive Director Report</b> 6.1.1. Introduction of Hope Youngblood, New EMS Manager 6.1.2. RFQ General Legal Counsel Update 6.1.3. 2024 Ambulance Purchase RFP Update 6.1.4. Arrow Manufacturing 6.1.4.1. Status of two new ambulances 6.1.5. Registration status of two newly acquired ambulance remounts	Sugiyama

<ul style="list-style-type: none"> <li>6.1.6. Ambulance Replacement Score Sheet</li> <li>6.1.7. FleetIO Update</li> <li>6.1.8. Operative IQ Update</li> <li>6.2. Work Group: JPA /EL Dorado County JPA Contract Update</li> <li>6.3. Response Stats June - July 2024 <ul style="list-style-type: none"> <li>6.3.1. Incident Summary</li> <li>6.3.2. Mutual Aid</li> <li>6.3.3. IFT Responses</li> <li>6.3.4. APOT</li> <li>6.3.5. Response Stats</li> </ul> </li> <li>6.4. EMSOC Committee <ul style="list-style-type: none"> <li>6.4.1. Tiered Dispatch Workgroup</li> <li>6.4.2. ImageTrend Workgroup</li> </ul> </li> <li>6.5. FINANCE Committee <ul style="list-style-type: none"> <li>6.5.1. Review and discuss contracting agency reimbursement requests</li> </ul> </li> <li>6.6. Consulting Contract with Cristy Jorgensen</li> </ul> <p><b>ACTION:</b> Motion to Accept and File Reports</p>	<p>Hall</p> <p>Braddock</p>
<p><b>7. ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>7.1. Consulting Contract with Cristy Jorgensen</li> </ul> <p><b>ACTION:</b> Authorize Executive Director to execute Consulting Contract with Cristy Jorgensen</p>	
<p><b>8. BOARD OF DIRECTORS QUESTIONS &amp; COMMENTS</b></p> <ul style="list-style-type: none"> <li>8.1. CAL FIRE ECC AEU</li> <li>8.2. CAL FIRE Cameron Park</li> <li>8.3. Diamond Springs / El Dorado Fire</li> <li>8.4. El Dorado County Fire</li> <li>8.5. El Dorado Hills Fire</li> <li>8.6 Garden Valley Fire</li> <li>8.7. Georgetown Fire</li> <li>8.8. Marshall Medical Center</li> <li>8.9. Mosquito Fire</li> <li>8.10. Pioneer Fire</li> <li>8.11. Rescue Fire</li> </ul>	
<p><b>9. GOOD AND WELFARE</b></p> <ul style="list-style-type: none"> <li>9.1. EL DORADO COUNTY CAO OFFICE</li> <li>9.2. EL DORADO COUNTY LEMSA <ul style="list-style-type: none"> <li>9.2.1. One Dose</li> </ul> </li> </ul>	
<p><b>10. ADJOURNMENT</b></p>	

Next Board meeting: 9:00 a.m. on Wednesday, **October 23, 2024- JPA BOD Meeting**

All Board Meetings are recorded. The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619. Note: The Board of Directors may elect to take action on any item included on this agenda.



# El Dorado County Emergency Services Authority

## JPA Emergency Medical Services Operations Committee (EMSOC) Meeting

Wednesday, June 19th, 2024, 2024 – 9:00 a.m.  
Diamond Springs-El Dorado Fire Protection District Fire Station 49  
501 Pleasant Valley Rd. Diamond Springs, CA

### MINUTES

**Called to Order: 9:20**

#### **EMSOC Committee Members:**

- |  |   |
|--|---|
| <input type="checkbox"/> CAL FIRE Cameron Park, Assistant Chief Dusty Martin                     | <input checked="" type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Kalan Richards |
| <input type="checkbox"/> El Dorado County Fire, Division Chief Steve Adams,                      | <input type="checkbox"/> Diamond Springs Fire, Battalion Chief Jack Daniels               |
| <b>Vice Chair</b>  |   |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall, <b>Chair</b> | <input type="checkbox"/> El Dorado County Fire, Chief Tim Cordero                         |
| <input type="checkbox"/> Georgetown Fire, Chief Glenn Brown                                      | <input type="checkbox"/> El Dorado Hills Fire, Chief Maurice “Mo” Johnson                 |

#### **Guests:**

None

#### **Other Attendees:**

Executive Director Bill Sugiyama, EDC ESA  
Administrative Coordinator Sarah David, EDC ESA  
Guy Valente, LEMSA

### **1. APPROVAL OF AGENDA**

**ACTION:** No quorum for action, discussion only.

### **2. PUBLIC COMMENTS**

*Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time.*

- None

### **3. APPROVAL OF MEETING MINUTES: N/A**

### **4. DISCUSSION/ REPORT TOPICS**

- 4.1 Cal Fire ECC Report
  - 4.1.1 System Status Update
- 4.2 Training Update
  - 4.2.1 EMT & MICN Ride-alongs/Paramedic Internships
    - College of the Siskiyous Affiliation Agreement
      - 4.2.1..1 Legal Review – No Issues
      - 4.2.1..2 Recommend approval at June 26<sup>th</sup> JPA BOD
  - 4.2.2 AHA Training Site
    - Working with El Dorado Hills Training Center
  - 4.2.3 Brown Act Training – 9:00 AM – 11:00 AM



## El Dorado County Emergency Services Authority

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- June 12<sup>th</sup> – Brown Act Training - Past
  - June 25<sup>th</sup> – Ethics and Conflict Training
  - June 28<sup>th</sup> – Brown Act Training
- 4.3 MedPro Bio- Waste Disposal Service
- 4.3.1 Issues:
- Billing
  - Delivery of Bins
  - Collection of Bins
- 4.4 Equipment Upgrades/Service
- 4.4.1 Battery Equipment Issues
- 4.4.2 Back Boards
- 4.5 Mashall Hospital Exercise – Michael Sumersille
- 4.5.1 Friday June 21<sup>st</sup>, 2024
- 4.5.2 11:30 AM – 1:00 PM
- 4.5.3 One Medic Unit is requested to participate
- 4.6 EMS Recognition Awards
- 4.6.1 JPA will be presenting Special Commendation Awards (Certificates) for Agency nominated personnel with Challenge Coin. This will be done at each Agencies BOD Meeting during June and July.
- 4.7 Tiered Dispatching
- 4.7.1 Current status
- 4.7.2 Goals
- *Workgroup began today June 19<sup>th</sup>. This will be an ongoing workgroup with the goal of creating a tiered dispatch system. Chief Hall will be leading this workgroup and will be the person to contact if any questions arise.*

**ACTION:** Receive and file reports. No quorum for action, discussion only.

### 5. RESPONSE REPORTS:

#### 5.1 May 2024

- 5.1.1 Incident Summary Report
- 5.1.2 Mutual Aid
- 5.1.3 APOT
- *Discussion of locking the time on reports in attempt to get more accurate data.*

5.1.4 IFT/Medical Transport Pilot Report – Finalized

  - *Having a meeting next week on June 27<sup>th</sup> to discuss exception reporting.*

**ACTION:** Receive and file May 2024 Response Reports. No quorum for action, discussion only.

### 6. Committee Reports

#### 6.1 Ambulance Spec Committee

- 6.1.1 2023 Ambulance Purchase RFP
- Approved by JPA Board to move forward and open RFP.
- 6.1.2 Arrow Manufacturing
- Still on track to meet July 2024 delivery date.
- 6.1.2..1 Photos Appendix A





## El Dorado County Emergency Services Authority

- The current contract for re – mounting services is valid until 9/2025.
- 6.1.2..1 Recommend EMSOC select re – mount eligible Medic Units to be sent back to Arrow once new ambulances are received in July, if possible.
- 6.1.2..2 Remounts currently have an 8 – 10-month timeline and Arrow has “chalked” two chassis for our use if we wish to proceed.
- 6.1.3 Recommendation to JPA BOD at June 26<sup>th</sup> Meeting
  - Funds for 9<sup>th</sup> Medic Unit
  - 6.1.3..1 Seek consideration to recommend to the Finance Committee that a portion of the funds be reallocated for the purchase of New Ambulance(s).
  - 6.1.3..2 Chief Hall and Chief Brown advised that the recommendation for the reallocation of the Funds should go directly to the JPA Board of Directors, not to the Finance Committee, for approval, since it was previously approved by the JPA Board of Directors. ED Sugiyama will add the request to the next JPA Board of Directors meeting agenda.
- 6.2 CQI Committee
  - 6.2.1 Next meeting scheduled for July 3, 2024
    - 6.2.1..1 Imagetrend
      - 6.2.1..1.1 Exception Report Project
    - 6.2.1..2 Handtevy and OneDose
      - 6.2.1..2.1 Met with LEMSA – OneDose is the product they have chosen for implementation. They will provide us with updates.
- 6.3 Supply Committee
  - 6.3.1 Next meeting scheduled for June 24, 2024
    - 6.3.1..1 Review of inventory software
      - 6.3.1..1.1 Fleetio
        - 6.3.1..1.1.1 Working on implementation with Stretch Fab and EDHs.
      - 6.3.1..1.2 Operative IQ
        - 6.3.1..1.2.1 Life Assist will cover cost for 16 Medic Units
- 6.4 LEMSA CQI Committee
  - 6.4.1 Next Meeting: TBA
- 6.5 LEMSA MAC Committee
  - 6.5.1 Next Meeting: TBA
  - *LEMSA CQI and MAC will be on September 11<sup>th</sup>, 2024*
- 7. Standing Items**
  - 7.1 Upcoming Events
    - 7.1.1 Pinnacle EMS Conference August 12<sup>th</sup> – 16<sup>th</sup> - Marco Island
    - 7.1.2 EMS World Sept. 9<sup>th</sup> – 13<sup>th</sup> – Las Vegas
- 8. Good and Welfare**
  - CAL Fire:** *No Report.*
  - EDH Fire:** *Hiring 5 new single role medics.*
  - JPA:** *ED Sugiyama will be on vacation July 8<sup>th</sup>-12<sup>th</sup>. Interviews are scheduled on July 1<sup>st</sup> for the EMS Manager.*
- 9. Adjournment 10:46am**

**~Next Meeting July 17<sup>th</sup>, 2024~**



# El Dorado County Emergency Services Authority

## JPA Emergency Medical Services Operations Committee (EMSOC)

**Meeting** Wednesday, July 17th, 2024, 2024 – 10:00 a.m.

Diamond Springs-El Dorado Fire Protection District Fire Station 49  
501 Pleasant Valley Rd. Diamond Springs, CA

### MINUTES

**Called to Order: 10:06**

#### **EMSOC Committee Members:**

- |  |  |
|--|--|
| <input type="checkbox"/> CAL FIRE Cameron Park, Assistant Chief Dusty Martin           | <input type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Kalan Richards         |
| <input checked="" type="checkbox"/> El Dorado County Fire, Division Chief Steve Adams, | <input checked="" type="checkbox"/> Diamond Springs Fire, Battalion Chief Jack Daniels |
| <b>Vice Chair</b>  |  |
| <input type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall, <b>Chair</b>  | <input type="checkbox"/> El Dorado County Fire, Chief Tim Cordero                      |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Glenn Brown                 | <input type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson              |

#### **Guests:**

None

#### **Other Attendees:**

Executive Director Bill Sugiyama, EDC ESA  
Administrative Coordinator Sarah David, EDC ESA  
Wendy Reagan, Marshall Medical Center  
Guy Valente  
Schuler

#### **1. APPROVAL OF AGENDA**

- *Request to correct error on 6.1.2.1 date change from 6.15.2024 to 7.15.2024.*
- *Request to move topic 6.2.1.1 Imagetrend to before topic 4.2 Training Update.*

**ACTION:** Chief Brown motioned to approve the agenda with the requested modification, Chief Daniels seconded the motion which approved unanimously.

#### **2. PUBLIC COMMENTS**

*Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time.*

- **None**

#### **3. APPROVAL OF MEETING MINUTES: N/A**

#### **4. DISCUSSION/ REPORT TOPICS**

##### 4.1 Cal Fire ECC Report

- *No report*
  - 4.1.1 System Status Update
- *6.2.1.1 Imagetrend: Marshall Medical Center (MMC) asked to change Imagetrend to be able to automatically check that the trauma team was alerted for billing purposes. LEMSA made it*



## El Dorado County Emergency Services Authority

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*known that this cannot be done automatically due to it being a performance measure, but it can be made to be a required field so that the crew does have to check the box before moving on.*

### 4.2 Training Update

#### 4.2.1 EMT & MICN Ride-alongs/Paramedic Internships

##### 4.2.1.1 College of the Siskiyous Affiliation Agreement

##### 4.2.1.2 Signed and sent back to review

- *Agreement has been signed and returned. Executive Director Sugiyama reiterated that this is not a requirement from the agencies to take these students but is encouraged.*

#### 4.2.2 AHA Training Site

- *Working with EDH Fire's training program to put on AHA courses that are open to all staff to attend.*

#### 4.2.3 Brown Act Training

- *Completed*

### 4.3 MedPro Bio- Waste Disposal Service

#### 4.3.1 Issues:

- *Billing*
- *Delivery of Bins*
- *Collection of Bins*
- *No issues reported*

### 4.4 Equipment Upgrades/Service

#### 4.4.1 Back Boards

- *Ambulances and Engines are experiencing equipment supply issues with backboard availability.*
- *Most likely cause are patients transports by air ambulance to Placer County Hospitals that our crews rarely transport to, causing issues with restock.*
- *ED Sugiyama has purchased a limited supply of backboards and will store them at the JPA for use.*
- *The New EMS Manager will be charged with equipment pick up from our receiving hospitals.*

### 4.5 EMS Recognition Awards

#### 4.5.1 JPA will be presenting Special Commendation Awards (Certificates) for Agency nominated personnel with Challenge Coin. This will be done at each Agencies BOD Meeting during June and July.

### 4.6 Tiered Dispatching

#### 4.6.1 Current status

#### 4.6.2 Goals

- *The workgroup is currently working on the timeline of implementing the determinant codes that have been established. In the next meeting for this group the timeline will be established and determinant codes will be approved. Steps after that will be looking at data feedback and pre-alerts.*

### 4.7 New EMS Manager has been hired

#### 4.7.1 Start Date 8.12.2024



## El Dorado County Emergency Services Authority

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- *Executive Director Sugiyama announced that Hope Youngblood will be the new EMS Manager.*

**ACTION:** Chief Daniels motioned to receive and file the reports. Chief Brown seconded the motion which carried unanimously.

### 5. RESPONSE REPORTS:

#### 5.1 June 2024

- 5.1.1 Incident Summary Report
- 5.1.2 Mutual Aid
- 5.1.3 APOT
- 5.1.4 IFT/Medical Transport Pilot Report – Finalized

**ACTION:** Chief Daniel motioned to receive and file June 2024 Response Reports. Chief Brown seconded the motion which was carried unanimously.

- *Chief Brown left the meeting a 10:59am. The EMSOC meeting at this point no longer has a quorum.*

### 6. Committee Reports

#### 6.1 Ambulance Spec Committee

- 6.1.1 2024 Ambulance Purchase RFP
  - RFP was posted 6.21.2024
  - Close 8.19.2024
  - BID Opening 8.20.2024
- 6.1.2 Arrow Manufacturing
  - Two Ambulances will be delivered the week of 7.15.2024.
  - The current contract for re – mounting services is valid until 9/2025.
  - 6.1.2..1 Recommend EMSOC select re – mount eligible Medic Units to be sent back to Arrow once new ambulances are received in July, if possible.
  - 6.1.2..2 Remounts currently have an 8 – 10-month timeline and Arrow has “chalked” two chassis for our use if we wish to proceed.
  - JPA BOD Approved \$1,000,000 Fund Reallocation for the purchase of up to two (2) ambulances.
  - 6.1.2..1 Arrow Manufacturing has two “New” Ambulances available for purchase. Configurations are similar to our current front-line units.
  - 6.1.2..2 If purchased the estimated delivery time is 30 – 60 days.
  - 6.1.2..3 See Appendix A

#### 6.2 CQI Committee

##### 6.2.1 Next meeting scheduled for August 7, 2024

###### 6.2.1..1 Imagetrend

- *Discussed during topic 4.1.*

###### 6.2.1..1.1 Exception Report Project

###### 6.2.1..2 Handtevy and OneDose

###### 6.2.1..2.1 Met with LEMSA – OneDose is the product they have chosen for implementation. They will provide us with updates.



## El Dorado County Emergency Services Authority

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- *No update on OneDose at this time from the LEMSA.*
- 6.3 Supply Committee
- 6.3.1 Next meeting scheduled for August 26, 2024
    - 6.3.1..1 Review of inventory software
      - 6.3.1..1.1 Fleetio
- *Executive Director Sugiyama has a goal of having Fleetio implemented across all agencies by October 2024.*
    - 6.3.1..1.1.1 Working on implementation with Stretch Fab and EDHs.
    - 6.3.1..1.2 Operative IQ
      - 6.3.1..1.2.1 Life Assist will cover cost for 16 Medic Units
- 6.4 LEMSA CQI Committee
- 6.4.1 Next Meeting: September 11<sup>th</sup>, 2024
- 6.5 LEMSA MAC Committee
- 6.5.1 Next Meeting: September 11<sup>th</sup>, 2024
7. **Standing Items**
- 7.1 Upcoming Events
    - 7.1.1 Pinnacle EMS Conference August 12<sup>th</sup> – 16<sup>th</sup> - Marco Island
    - 7.1.2 EMS World Sept. 9<sup>th</sup> – 13<sup>th</sup> – Las Vegas
8. **Good and Welfare**
- CalFire:** *No Report*
- EDC:** *No Report*
- EDH:** *Absent*
- GEO:** *Absent*
- DS:** *No Report*
- MMC:** *No Report*
- JPA:** *Stryker is sending out contracts for Lucas devices. JPA will be sending out the contracts for each of the agencies.*
9. **Adjournment 11:24am**

~Next Meeting August 21st, 2024~



# El Dorado County Emergency Services Authority

## JPA Board of Directors Meeting Minutes

Tuesday, April 24, 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: 9:04 AM**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

### Board Attendees:

- |  |   |
|--|---|
| <input checked="" 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, <b>Vice Chair</b> | <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 type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson,                           | <input checked="" type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall            |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Wes Norman, <b>Chair</b>               | <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 type="checkbox"/> Pioneer Fire, Chief David Whitt   | <input type="checkbox"/> Pioneer Fire, Battalion Chief Ken Earle                              |
| <input type="checkbox"/> Rescue Fire, Chief Bryan Ransdell   | <input type="checkbox"/> Rescue Fire, Captain Joel Warman                                     |

**Guests: None**

### Other Attendees:

Executive Director Bill Sugiyama, EDC ESA  
Jessica Braddock  
Christine Guth

## 1. APPROVAL OF AGENDA

**ACTION:** Motion to approve by Chief Blankenheim, motion seconded by Chief Cordero, motion carried unanimously.

## 2. PUBLIC COMMENTS

Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Please note that state law prohibits this Board of Directors from acting on matters not on the agenda. Matters raised by the public may be referred to staff or placed on the next meeting's agenda. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.

**NONE**

## 3. 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.

**EMSOC Meeting Minutes: 2.21.2024**

**BOD Meeting Minutes: 1.23.2024, 2.28.2024**

**JPA Board Member Update Cal Fire ECC Mike Blankenheim/Alternate David Wood**

**JPA Board Member Update Cameron Park Dustin Martin/Alternate Kalan Richards**

**Finance Committee Update Chair Jessica Braddock/Vice Chair Paul Dutch**

**Claims Payables February – March 2024**

**ACTION:** *Motion to approve Consent Calendar. Motion to approve by Chief Martin, motion seconded by Chief Hall, motion carried unanimously.*

- *The Board recessed into Closed Session at 9:06am*

#### **4. CLOSED SESSION**

##### **4.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: (2 CASES)

##### **4.2 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: EXECUTIVE DIRECTOR

#### **5. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION**

##### **5.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: (2 CASES)

##### **5.2 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: EXECUTIVE DIRECTOR

- *The Board returned from Closed Session at 9:37am*
- *No reportable decisions were made.*

#### **6. REPORTS/DISCUSSION**

##### **6.1. Work Group: JPA /EL Dorado County JPA Contract Update**

- *Workgroup is going well. They have stopped meetings for the time being to allow the county to collect some data needed but will return on May 2<sup>nd</sup>, 2024.*

##### **6.2. Training Compensation**

- *Chief Cordero brought up a concern about what training is being covered by the JPA for JPA employees. The question of will the JPA be separating out medical training courses vs. fire training courses or will the JPA cover all courses. Chief Brown brought up the issue of the JPA not covering a JPA employee going from an EMT to a Paramedic. He asked the question if the contract can be changed to cover this and potentially increase the training budget to help assist in this. It was discussed how broad the contract is when it comes to training and that the policy should be cleaned up to better detail what will be covered.*
- *The Board's recommendation is to take this discussion to the Policy Review Committee to look at the current policy and come up with ideas to better the policy. The ideas will be brought back to the BOD for a vote.*

##### **6.3. EMS Week BOS Presentation 5.14.2024**

- *The JPA announced that EMS Week is May 19-25<sup>th</sup>. The LEMSA is scheduled to have a presentation before the Board of Supervisors on May 14<sup>th</sup>. The JPA requested that each agency submit a few employees that they would like to be recognized by May 1st.*

##### **6.4. Response Stats November – February - March 2024**

- *Executive Director addressed the typo on item 6.4. The stats are only for February-March 2024.*

###### **6.4.1. Incident Summary**

###### **6.4.2. Mutual Aid**

###### **6.4.3. IFT Pilot Program**

###### **6.4.4. APOT**

###### **6.4.5. Response Stats**

## 6.5. EMSOC Committee

- Chief Hall announced that the radios are in service and that there is now a pickup schedule for Med-Pro for bio-hazard waste. EMSOC is continuing to work with the LEMSA to implement either Handtevy or Onedose for pediatric calls. The Code 2 IFT's has changed to use have M28 and M49 to take some strain off M25.

## 6.6. Finance Committee

### 6.6.1. FY 23/24 Mid-Year Budget Adjustments

- Executive Director Sugiyama highlighted that the county interest allocation is very high of upwards to \$10K or higher. This is happening due to the FENIX system having a glitch in the system which has caused a delay in payment to the agencies. The Executive Director adjusted the budget from \$500/month to \$10k/month for county interest allocations to better reflect that amount. A reduction was made in staffing for a total of \$141k for the year. On budget item 4140 we saw a dramatic increase of \$20k to compensate for medical equipment repairs. The Executive Director pointed out that most of our medic units are aging and therefore are having more mechanical issues and would like to increase budget items 4160 and 4162 up to \$90k, and 4164 increased to \$60k for vehicle tires. Budget line 4300 will need to be increased up to \$33k due to getting a late bill from Fitch that should have come in the last fiscal year.

### 6.6.2. FY 24/25 Preliminary FY 24/25

- The Executive Director did budget out for the EMS Manager. For the Central Dispatch Contract increased to \$1.65m and fully funded will be \$1.7644m. Line 4100 for insurance was increased by 15% due to market increasing fees. Line 4160 and 4162 is increased from \$78k to \$92.4k to cover potential new vehicles potential and maintenance on current vehicle. Line 6045 Fixed Assets: increased to \$300k for vehicles Remounts \$180-220k and staff vehicles 75k. Line 6040 Fixed Assets: Equipment will increase to 175k for power stair chairs.
- Recommended updates to Class 30 and 40 Expenses for contracted services. Employee salary and benefits remain at \$1,300,000 per medic unit; 4022: Uniforms increased to \$8,607 per medic unit from \$7,200; 4304: Agency Admin increased to \$51,250 from \$25,000 per medic unit; 4440: Rental/Lease Buildings increased to \$20,350 from \$18,500 per medic unit; 4609 Staff Development increased to \$8,360 from \$7,200 per medic unit; 4700: Utilities increase to \$10,670 from \$9,700 per medic unit.

**ACTION:** Motion to Accept and File Reports. Chief Martin motioned to accept and file report Chief Blankenheim seconded the motion. Motion passes unanimously.

- The Board recessed for a 5-minute break.

## 7. ACTION ITEMS

### 7.1. Mid – Year Budget Adjustment Resolution

**ACTION:** Chief Martin motioned to approve Mid – Year Budget Adjustment Resolution. Chief Gallagher seconded the motion, and a roll call vote was taken. The motion passed unanimously.

**Public Comment:** Why was the training budget not increased? The outstanding issue was the admin cost and training budget will be discussed and taken into consideration moving forward.

### 7.2. Preliminary FY 24/25 Budget Resolution

**ACTION:** Chief Cordero motioned to approve the Preliminary FY 24/25 Budget Resolution. Chief Blankenheim seconded the motion, and a roll call vote was taken. The motion passed unanimously.

- A question was posed on what the status on the 9<sup>th</sup> Medic Unit is. Executive Director recommended holding off on the 9<sup>th</sup> unit but instead allocate those funds to buying new ambulances. The reason for this being that at this time the JPA is looking at making changes to the system overall.



- The Board recommended that the 9<sup>th</sup> unit should remain in discussion but replacing and repairing our current fleet should be the priority at this time.

### **7.3. EMS Manager Job Description and Staff Report**

**ACTION:** Motion to approve EMS Manager Job Description.

*Chief Cordero motioned to approve EMS Manager Job Description. Chief Martin seconded the motion which was carried unanimously.*

### **7.4. EMS Manager Recruitment**

**ACTION:** Motion to approve EMS Manager Recruitment.

*Chief Cordero motioned to authorize Executive Director to execute EMS Manager Recruitment. Chief Martin seconded the motion which was carried unanimously.*

### **7.5. El Dorado County Fire Protection District Advanced Life Support Ambulance Agreement FY 2024/25**

**ACTION:** Motion to approve and authorize Executive Director to execute the El Dorado County Fire Protection District Ambulance Agreement FY 2024/25.

*Chief Martin motioned to approve and authorize Executive Director to execute the El Dorado Hills Fire Department Ambulance Agreement FY 2024/25 with the stipulation of modifying item number 8 to reference item number 6 and not 7. Chief Norman seconded the motion. Motion was approved via vote 7 yeas, 0 nays, El Dorado County Fire Protection District and Diamond Springs Fire Protection District abstain. Motion Passes.*

### **7.6. El Dorado Hills Fire Department Advanced Life Support Ambulance Agreement FY 2024/25**

**ACTION:** Motion to approve and authorize Executive Director to execute the El Dorado Hills Fire Department Ambulance Agreement FY 2024/25.

*Chief Blankenheim motioned to approve and authorize Executive Director to execute the El Dorado Hills Fire Department Ambulance Agreement FY 2024/25 with the stipulation of modifying item number 8 to reference item number 6 and not 7, and in 7.6 the Paramedic Ambulance Operator needs to be changed to Paramedic. Motion was seconded by Chief Cordero. Motion was approved via vote 8 yeas, 0 nays, El Dorado Hills Fire Department abstained. Motion passes.*

### **7.7. Georgetown Fire Department Advanced Life Support Ambulance Agreement FY 2024/25**

**ACTION:** Motion to approve and authorize Executive Director to execute the Georgetown Fire Protection District Ambulance Agreement FY 2024/25.

*Chief Brown motioned to approve and authorize Executive Director to execute the Georgetown Fire Department Advanced Life Support Ambulance Agreement FY 2024/25 with the stipulation of modifying item number 8 to reference item number 6 and not 7. Chief Rosevear seconded the motion. Motion was approved via vote 8 yeas, 0 nays, Georgetown Fire Protection District Abstained. Motion passes.*

### **7.8. IFT Pilot Project - Finalize**

**ACTION:** Motion to finalize IFT Pilot Project

*Chief Cordero motioned to finalize IFT Pilot Project. Chief Gallagher seconded the motion which carried unanimously.*

- *This item will be moved to the County Board for final approval.*

### **7.9. Truckee Meadows Community College (TMCC) Affiliation Agreement**

**ACTION:** Authorize Executive Director to execute TMCC Affiliation Agreement

*Chief Martin motioned to authorize the Executive Director to execute TMCC Affiliation Agreement. Chief Cordero seconded the motion which was carried unanimously.*

### **7.10 RFP: Ambulance Purchase**

**Motion:** Authorize Executive Director to Initiate RFP: Ambulance Purchase

*Chief Cordero motioned to authorize the Executive Director to Initiate RFP: Ambulance Purchase. Chief Blankenheim seconded the motion which was carried unanimously.*

**7.11. Legal Service Contract with Wright, L'Estrange & Ergastolo**

**ACTION:** Authorize Executive Director to execute Legal Service Contract with Wright, L'Estrange & Ergastolo

*Chief Blankenheim motioned to authorize the Executive Director to execute Legal Service Contract with Wright, L'Estrange & Ergastolo. Chief Cordero seconded the motion which was carried unanimously.*

**7.12. RFP: Request for Qualifications to Provide Legal Services**

**ACTION:** Authorize Executive Director to Initiate RFP: Request for Qualifications to Provide Legal Services

*Chief Cordero motioned to authorize Executive Director to Initiate RFP: Request for Qualifications to Provide Legal Services. Chief Gallagher seconded the motion which was carried unanimously.*

**8. BOARD OF DIRECTORS QUESTIONS & COMMENTS**

**8.1. CAL FIRE ECC AEU:** *No Report*

**8.2. CAL FIRE Cameron Park:** *Ponderosa Fire Center has been moved to the Eskaton Building.*

**8.3. Diamond Springs / El Dorado Fire:** *No Report*

**8.4. El Dorado County Fire:** *Will have some new employees coming on within the next month.*

**8.5. El Dorado Hills Fire:** *T130 Training will be happening in the first week of May.*

**8.6 Garden Valley Fire:** *No Report*

**8.7. Georgetown Fire:** *No Report*

**8.8. Marshall Medical Center:** *Will be hosting activities for EMS Week.*

**8.9. Mosquito Fire:** *No Report*

**8.10. Pioneer Fire:** *Absent*

**8.11. Rescue Fire:** *Absent*

**9. GOOD AND WELFARE**

**9.1. EL DORADO COUNTY CAO OFFICE:** *No Report*

**9.2. EL DORADO COUNTY LEMSA:** *Website will be updated. EMS agency has started working with a consultant to run an internal Strategic Plan.*

**10. ADJOURNMENT 11:28 AM**

?

Next Board meeting: 9:00 a.m. on Wednesday, **June 26, 2024- JPA BOD Meeting**

All Board Meetings are recorded. The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619. Note: The Board of Directors may elect to take action on any item included on this agenda.



# El Dorado County Emergency Services Authority

## Special JPA Board of Directors Meeting Minutes

Tuesday, May 30th, 2024 – 10:30 a.m.

Diamond Springs – El Dorado Fire Protection District Firefighters Memorial Hall

501 Pleasant Valley Rd., Diamond Springs, CA 95619

**CALL TO ORDER: 10:55am**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

### Board Attendees:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> CAL FIRE – Cameron Park Fire, Assistant Chief Dusty Martin | <input type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Clint Siebert      |
| <input type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Mike Blankenheim, <b>Vice Chair</b>      | <input checked="" 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 type="checkbox"/> El Dorado County Fire, Chief Tim Cordero,                             | <input type="checkbox"/> El Dorado County Fire, Division Chief Paul Lohan          |
| <input 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, <b>Chair</b>         | <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 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**

### Other Attendees:

Executive Director Bill Sugiyama, EDC ESA  
Administrative Coordinator Sarah David EDC ESA

### 1. APPROVAL OF AGENDA

### 2. PUBLIC COMMENTS

*Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Please note that state law prohibits this Board of Directors from acting on matters not on the agenda. Matters raised by the public may be referred to staff or placed on the next meeting’s agenda. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.*

- None

### 3. Discussion/Workshop

#### 3.1. Emergency Medical Services (EMS) Dispatch and Response Criteria

- A workgroup will be formed to establish a Pilot Program for a new Tiered Dispatch System. This workgroup will meet before the EMSOC monthly meeting starting in June. This group will consist of the JPA, LEMSA,

County, and EMSOC members. The goal of this workgroup will be to pull data and look at reclassifying determinant codes from Code 3 to Code 2, as the first step in this tiered system.

- This workgroup will meet every third Wednesday of the month, before the monthly EMSOC meeting.
- A Special Board Meeting will be scheduled for May 30<sup>th</sup>, 2024 at 9:00am to establish a more detailed plan for this workgroup.

**4. BOARD OF DIRECTORS QUESTIONS & COMMENTS**

- 4.1. CAL FIRE ECC AEU: *No Report*
- 4.2. CAL FIRE Cameron Park: *No Report*
- 4.3. Diamond Springs / El Dorado Fire: *No Report*
- 4.4. El Dorado County Fire: *No Report*
- 4.5. El Dorado Hills Fire: *No Report*
- 4.6. Garden Valley Fire: *No Report*
- 4.7. Georgetown Fire: *No Report*
- 4.8. Marshall Medical Center: *Absent*
- 4.9. Mosquito Fire: *No Report*
- 4.10 Pioneer Fire: *No Report*
- 4.11 Rescue Fire: *No Report*

**5. ADJOURNMENT 12:47pm**

Next Board meeting: 9:00 a.m. on Wednesday, **June 26, 2024- JPA BOD Meeting**

All Board Meetings are recorded. The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619. Note: The Board of Directors may elect to take action on any item included on this agenda.



# El Dorado County Emergency Services Authority

## JPA Board of Directors Meeting Minutes

Wednesday, June 26th, 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: 9:04am**

**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, <b>Vice Chair</b> | <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 checked="" type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall            |
| <input type="checkbox"/> Garden Valley Fire, Chief Wes Norman, <b>Chair</b>                          | <input checked="" 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 type="checkbox"/> Mosquito Fire, Chief Jack Rosevear  | <input type="checkbox"/> Mosquito Fire, James Young   |
| <input type="checkbox"/> Pioneer Fire, Chief David Whitt   | <input checked="" type="checkbox"/> Pioneer Fire, Battalion Chief Ken Earle                   |
| <input type="checkbox"/> Rescue Fire, Chief Bryan Ransdell   | <input type="checkbox"/> Rescue Fire, Captain Joel Warman                                     |

### Guests: None

Pat Kernan, F3 Law Firm

### Other Attendees:

Executive Director Bill Sugiyama, EDC ESA  
Administrative Coordinator Sarah David, EDC ESA  
Cristine Guth, LEMSA

## 1. APPROVAL OF AGENDA

**ACTION:** Chief Coredero motioned to approve the agenda. Chief Gallagher seconded the motion which was carried unanimously.

## 2. PUBLIC COMMENTS

*Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Please note that state law prohibits this Board of Directors from acting on matters not on the agenda. Matters raised by the public may be referred to staff or placed on the next meeting's agenda. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.*

- NONE

## 3. 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.

**EMSOC Meeting Minutes: 3.20.2024, 4.17.2024**

**Claims Payables: Claim Batch 41, 44, 45, 46, 47, 48, 49, 51, 53, 54, 55, 56, 57**

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

- 9:07 the Board went into closed session.

#### **4. CLOSED SESSION**

##### **4.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: (3 CASES)

- 9:26 the Board came out of closed session.

#### **5. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION**

##### **5.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: (3 CASES)

- No Report

#### **6. REPORTS/DISCUSSION**

##### **6.1. Executive Director Report**

- The RFQ for legal representation is due this Friday June 28th. The RFP for new ambulance procurement was posted on 6/21 and has a submission date of 8/21.
- Brown Act training is going well, and the last training will be on June 28<sup>th</sup> at 9:00am.
- The two new ambulances that have already been procured will arrive the week of July 15<sup>th</sup>.
- New apps: One Dose has been selected along with Feetio and are in progress to be put in place as soon as possible. Operative IQ: Life-Assist will pay for this JPA to implement Operative IQ into 16 ambulances.
- EDH Fire's training program is working with the JPA to schedule AHA courses that will be open to all JPA staff.
- ECPR workgroup has been doing well in working with Imagetrend on exception report.
- Executive Director Sugiyama attended the active shooter training that EDH and all participating partner agencies facilitated and was impressed with the training.
- Executive Director Sugiyama has been attending agencies board meetings to recognize all the nominated personnel for EMS week and anticipates completion of handing out the awards by the end of July.
- Executive Director Sugiyama will be on vacation July 8<sup>th</sup>-12<sup>th</sup>.
- EMS Manager interviews will be taking place on July 1<sup>st</sup>.

##### **6.2. Work Group: JPA /EL Dorado County JPA Contract Update**

- This workgroup is going well however this will be a long process to ensure that all changes are being implemented correctly and tested thoroughly.

##### **6.3. Response Stats April - May 2024**

###### **6.3.1. Incident Summary**

###### **6.3.2. Mutual Aid**

###### **6.3.3. IFT Pilot Program**

###### **6.3.4. APOT**

###### **6.3.5. Response Stats**

##### **6.4. EMSOC Committee**

- No report

**ACTION:** Chief Blankenheim motioned to Accept and File Reports. Chief Coredero seconded the motion which was carried unanimously.

## 7. ACTION ITEMS

### 7.1. Affiliation Agreement

- *Chief Johnson made a statement that the local schools should be the focus of this JPA and then we can look at having Siskiyou students for ride-alongs.*

**ACTION:** Authorize Executive Director to execute College of the Siskiyou Affiliation Agreement  
*Chief Gallagher motion to Authorize Executive Director to execute College of the Siskiyou Affiliation Agreement. Chief Cordero seconded the motion which was carried unanimously.*

### 7.2. Reallocation of 9th Medic Unit Funds – Staff Report Request

- *Due to not having the funds for longevity and the current changes within the system the JPA would like to reallocate the funds that had been put aside for a 9<sup>th</sup> Medic Unit into buying two new ambulances. This Board is looking into buying 2-3 from Arrow Manufacturing that could be put into duty immediately. This would not negate having a custom ambulance built that could take a year or more to receive but give the agencies the ability to have the current fleet worked on while waiting for the custom ambulances.*

**Public Comment:** *Member of the public asked if the purchase of these ambulances from Arrow would be fully loaded or not, and if not, what is it going to cost to load it. The Board informed the public that much of the equipment needed to stock the new ambulance would come out of service units to keep costs down.*

**ACTION:** Motion to approve reallocation of 9<sup>th</sup> Medic Unit Funds  
*Chief Johnson motioned to approve reallocation of 9th Medic Unit Funds. Accept committee recommendation to approve reallocating the funds and give the Executive Director the flexibility to work with the currently contracted vendor to make the purchase. Chief Cordero seconded the motion which was carried unanimously.*

### 7.3. Grand Jury Response

- *Board went over the Executive Directors' response report to the grand jury. The board assisted in the final responses and any corrections that they thought should be made. Executive Director Sugiyama will make all suggested corrections and bring the response back to the Board for approval.*

**ACTION:** Motion to approve response to Grand Jury Report  
*No motion taken, tabled for a later meeting.*

## 8. State of California

- *Reviewed document and recommended which BOD members will sign the document.*
- **Authorizing Agent:** *Executive Director Sugiyama, Chair Chief Anderson, and Vice Chair Blankenheim.*
- **Validate Quorum:** *Chief Cordero, Chief Johnson, Chief Gallagher.*
- **Certifying Agent:** *Chief Brown.*

**ACTION:** Motion to Approve Authorizing Agents  
*Chief Cordero motioned to approve authorizing agents. Chief Johnson seconded then motion which carried unanimously.*

## 9. BOARD OF DIRECTORS QUESTIONS & COMMENTS

**9.1. CAL FIRE ECC AEU:** *Cal Fire is undertaking a staff model change. The first step will be putting a second battalion chief in the ECC.*

**9.2. CAL FIRE Cameron Park:** *Absent*

**8.3. Diamond Springs / El Dorado Fire:** *No Report*

**8.4. El Dorado County Fire:** *3 PAO's have completing training and have been badged. National Night Out August 6<sup>th</sup>.*

- 8.5. **El Dorado Hills Fire:** *Having conversations about following Sac County in becoming our own pharmacy.*
- 8.6 **Garden Valley Fire: No Report**
- 8.7. **Georgetown Fire:** *Reminder there is a 1pm meeting about the liability insurance issue.*
- 8.8. **Marshall Medical Center: No Report**
- 8.9. **Mosquito Fire: Absent**
- 8.10. **Pioneer Fire: No Report**
- 8.11. **Rescue Fire: Absent**

**10. GOOD AND WELFARE**

- 10.1. **EL DORADO COUNTY CAO OFFICE**
- 10.2. **EL DORADO COUNTY LEMSA**
  - *LEMSA Internal System partner feedback. CMS data collection is due so the LEMSA will be reaching out to collect information needed.*

**11. ADJOURNMENT: 11:13am**

Next Board meeting: 9:00 a.m. on Wednesday, **August 28, 2024- JPA BOD Meeting**

All Board Meetings are recorded. The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619. Note: The Board of Directors may elect to take action on any item included on this agenda.





WEX Fleet Fuel - Allocation			Agency Subtotals
Vendor ID: 1353 0			
Invoice: 82751774			
4606	\$ 2,178.89	DSP - M49	\$ 3,220.31
4606	\$ 1,041.42	DSP - M249	
4606	\$ -	EDCF - M17	\$ 9,692.57
4606	\$ -	EDCF - M217	
4606	\$ 2,151.58	EDCF - M19	
4606	\$ 2,750.96	EDCF-M219	
4606	\$ -	EDCF - M25	
4606	\$ 3,344.42	EDCF - M28	
4606	\$ 1,445.61	EDCF-M228	
4606	\$ 2,000.53	EDH - M85	\$ 2,000.53
4606	\$ -	EDH - M285	
4606	\$ 641.08	CP - M89	\$ 3,034.58
4606	\$ 2,393.50	CP-M289	
4606	\$ -	GEO - M61	\$ 2,178.20
4606	\$ 2,178.20	GEO - M261	
4606		EDSA Finance Charge	\$ -
4606	\$ 502.69	JPA Vehicle	\$ 502.69
4606	\$ -	Account Credits	\$ -
<b>TOTAL</b>			<b>\$ 20,628.88</b>

Vehicle	Net Amount		
M17			0.00
M217			0.00
M19	2151.58		2,151.58
M219	2750.96		2,750.96
M25			0.00
M28	3344.42		3,344.42
M228	678.93	766.68	1,445.61
M49	2,178.89		2,178.89
M249	596.05	445.37	1,041.42
M61			0.00
M261	1848.58	329.62	2,178.20
M85	772.82	1,227.71	2,000.53
M285			0.00
M89	641.08		641.08
M289	2393.5		2,393.50
JPA	256.4	246.29	502.69
<b>Sub Total</b>			<b>20,628.88</b>
Fiance Charge		0	0.00
Rebates/Refunds			0.00
<b>Total</b>			<b>20,628.88</b>



# Invoice Statement

INVOICE NUMBER: 98823933  
 ACCOUNT NAME: El Dorado County Emergency Svcs Auth  
 PAGE 1

ACCOUNT NUMBER	CREDIT LIMIT	DAYS THIS PERIOD	BILL CLOSING DATE	PAYMENT DUE DATE**	AMOUNT DUE
0496-00-201258-1	60900.00	31	JUL-31-2024	AUG-26-2024	40119.56

DATE	ACTIVITY DESCRIPTION	CHARGES / DEBITS	PAYMENTS / CREDITS
JUL-31-2024	Fuel Purchases	20047.54	
JUL-31-2024	Service Purchases	12.00	
JUL-31-2024	Other Purchases	569.34	
<p><b>**Payment must process by Payment Due Date. Paper checks must be received at least two business days before Payment Due Date to enable on-time processing.</b></p> <p>The Finance Charge is determined by applying a periodic rate of 0%</p>			

PURCHASES, RETURNS AND PAYMENTS MADE JUST PRIOR TO BILL CLOSING DATE MAY NOT APPEAR UNTIL THE NEXT INVOICE/STATEMENT. SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND TERMS.

CURRENT PERIOD	ONE BILLING PERIOD	TWO BILLING PERIODS	THREE+ BILLING PERIODS	TOTAL DUE
20628.88	19490.68	0.00	0.00	40119.56

PREVIOUS BALANCE	(-)PAYMENTS	(+)ACTIVITY THIS PERIOD	(-)SAVINGS THIS PERIOD	(=)NEW BALANCE
19490.68	0.00	20628.88	0.00	40119.56

CALL CUSTOMER SERVICE TO PAY BY PHONE  
 FEDERAL TAX ID: 841425616

TO ENSURE PROPER CREDIT, TEAR AT PERFORATION AND INCLUDE BOTTOM PORTION WITH YOUR PAYMENT

## WEX Fleet Universal

Do not use for remittance  
 P.O. Box 639  
 Portland, ME 04104-0639

ACCOUNT NAME	EL DORADO COUNTY JPA
ACCOUNT NUMBER	0496-00-201258-1
INVOICE NUMBER	98823933
BILL CLOSING DATE	JUL-31-2024
AMOUNT DUE	40119.56
AMOUNT ENCLOSED	
PAYMENT DUE DATE	AUG-26-2024

PAYMENTS RECEIVED AFTER THIS DATE SUBJECT TO A FINANCE CHARGE.

Make check payable to: WEX BANK  
 To avoid processing delays, remit all payments to:

Cristy Jorgensen  
 El Dorado County Emergency Svcs Auth  
 480 Locust Rd  
 Diamond Springs, CA 95619



WEX BANK  
 P.O. BOX 6293  
 CAROL STREAM IL 60197-6293

04960020125810000004011956 240826



*Wendy H... 8/5/24*

**Outside District Claim Form**

<b>District:</b> El Dorado EMSA-JPA	<b>AUDITOR USE ONLY</b>	<b>PROCESSOR USE ONLY</b>
<b>Date:</b> 7/30/2024		<b>PLEASE INDICATE CHECK DISTRIBUTION METHOD IN THE SPACE BELOW:</b>
<b>Prepared By:</b> Sarah David		Return to District:
<b>Contact Phone:</b> 530-642-0622		US MAIL: _____
		CA/FE/Email for pickup: _____
		Document Total: <b>\$12,803.98</b>
		BATCH: _____
		Entered by: _____
		DATE: _____

**AUDITED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**THE ARTICLES FOR SERVICES DESCRIBED BY THE INVOICE(S) ATTACHED AND LISTED BELOW WERE APPROVED AND ARE INCLUDED IN THE DISTRICT BUDGET THAT HAS BEEN ADOPTED BY THE BOARD OF DIRECTORS AND WERE NECESSARY FOR USE BY THE DISTRICT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES. I FURTHER CERTIFY I AM AUTHORIZED BY THE BOARD OF DIRECTORS TO APPROVE PAYMENT REQUESTS TO THE AUDITOR-CONTROLLER FOR THE ATTACHED INVOICE(S).**

**Authorizing signatures:** *Wendy H...* *8/2/24*

ALWAYS 1	VENDOR	SUFFIX	Invoice Number (Limit 20)	AMOUNT	FILE NAME	DATE	ALWAYS 2	ORG	OBJECT	DESCRIPTION (LIMIT 50 CHARACTERS)	AMOUNT	VENDOR NAME
1	1080	0	184807302024	\$11.89	EDCESA07302024	7/30/2024	2	8670701	4144	Digital Space	\$11.89	US Bank
1	1080	0	184807302024-1	\$527.97	EDCESA07302024	7/30/2024	2	8670701	4609	LinkedIn: EMS Manager posting	\$527.97	US Bank
1	1080	0	184807302024-2	\$137.92	EDCESA07302024	7/30/2024	2	8670701	4609	LinkedIn: EMS Manager posting	\$137.92	US Bank
1	1080	0	184807302024-3	\$42.89	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$42.89	US Bank
1	1080	0	184807302024-4	\$434.50	EDCESA07302024	7/30/2024	2	8670701	4022	EMS Manager Badge	\$434.50	US Bank
1	1080	0	184807302024-5	\$90.00	EDCESA07302024	7/30/2024	2	8670701	4305	Quickbooks	\$90.00	US Bank
1	1080	0	184807302024-6	\$219.48	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$219.48	US Bank
1	1080	0	184807302024-7	\$198.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1080	0	184807302024-8	\$99.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1080	0	184807302024-9	\$99.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1080	0	184807302024-10	\$198.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1080	0	184807302024-11	\$99.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1080	0	184807302024-12	\$198.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1080	0	184807302024-13	\$198.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1080	0	184807302024-14	\$198.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1080	0	184807302024-15	\$198.00	EDCESA07302024	7/30/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1080	0	184807302024-16	\$65.99	EDCESA07302024	7/30/2024	2	8670701	4609	Firehouse Cafe: Sugiyama, Blitz, David	\$65.99	US Bank
1	1080	0	184807302024-17	\$212.80	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$212.80	US Bank
1	1080	0	184807302024-18	\$83.64	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$83.64	US Bank
1	1080	0	184807302024-19	\$15.19	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$15.19	US Bank
1	1080	0	184807302024-20	\$50.42	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$50.42	US Bank
1	1080	0	184807302024-21	\$90.00	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$90.00	US Bank
1	1080	0	184807302024-22	\$14.45	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$14.45	US Bank
1	1080	0	184807302024-23	\$12.00	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$12.00	US Bank
1	1080	0	184807302024-24	\$871.33	EDCESA07302024	7/30/2024	2	8670701	4609	Shop CPR Heartcodes	\$871.33	US Bank
1	1080	0	184807302024-25	\$35.31	EDCESA07302024	7/30/2024	2	8670701	4260	Office Supplies	\$35.31	US Bank
1	1080	0	184807302024-26	\$2,358.35	EDCESA07302024	7/30/2024	2	8670701	4040	AT&T Mobility	\$2,358.35	US Bank
1	1080	0	184807302024-27	\$600.00	EDCESA07302024	7/30/2024	2	8670701	4144	ChatGPT	\$600.00	US Bank







Outside District Claim Form

District: El Dorado EMSA-JPA  
 Date: 5/17/2024  
 Prepared By: Sarah David  
 Contact Phone: 530-642-0622

AMOUNT USE ONLY  
 FILE NAME:

REFERENCE CHECK/DRAWN ON  
 METHOD IN THE SPACE BELOW  
 US BANK: \_\_\_\_\_  
 BANK IN DISTRICT: \_\_\_\_\_  
 CASHIER/ENDORSEMENT: \_\_\_\_\_  
 DOCUMENT TOTAL: \_\_\_\_\_

PROCESSOR USE ONLY  
 MATCH: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 ENTERED BY: \_\_\_\_\_

FILE 2324 Claim Batch 16 2023/2024 November 21, 2023 JPA BILL APPROVED  
 THE ARTICLES FOR SERVICES DESCRIBED BY THE INVOICE(S) ATTACHED AND LISTED BELOW WERE APPROVED AND ARE INCLUDED IN THE DISTRICT BUDGET THAT HAS BEEN ADOPTED BY THE BOARD OF DIRECTORS AND WERE NECESSARY FOR USE BY THE DISTRICT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES. I FURTHER CERTIFY I AM AUTHORIZED BY THE BOARD OF DIRECTORS TO APPROVE PAYMENT REQUESTS TO THE AUDITOR-CONTROLLER FOR THE ATTACHED INVOICE(S).

Authorizing signatures:

*[Handwritten Signature]* 5/17/24

*[Handwritten Signature]* Sarah David

\$9,396.51

ALWAYS 1	VENDOR	SUFFIX	INVOICE NUMBER (Linn 20)	AMOUNT	FILE NAME	DATE	ALWAYS 2	ORG	OBJECT	DESCRIPTION (UNIT 50 CHARACTERS)	AMOUNT	VENDOR NAME
1	2640	0	9147161295	448.46	EOCESA05172024	5/17/2024	2	8870701	4200	M65 - O2 Refill	448.46	August LLC
1	2640	0	9140824128	382.82	EOCESA05172024	5/17/2024	2	8870701	4200	M65 - O2 Refill	382.82	August LLC
1	4884	0	1418331	33.31	EOCESA05172024	5/17/2024	2	8870701	4200	M49 - Medical Supplies	33.31	LifeAssist
1	4884	0	1421064	1,408.43	EOCESA05172024	5/17/2024	2	8870701	4200	M17 - Medical Supplies	1,408.43	LifeAssist
1	4884	0	1421636	1,179.41	EOCESA05172024	5/17/2024	2	8870701	4200	M25 - Medical Supplies	1,179.41	LifeAssist
1	4884	0	1428383	636.40	EOCESA05172024	5/17/2024	2	8870701	4200	M17 - Medical Supplies	636.40	LifeAssist
1	4884	0	1430370	1,328.82	EOCESA05172024	5/17/2024	2	8870701	4200	M25 - Medical Supplies	1,328.82	LifeAssist
1	4884	0	1431123	1,128.35	EOCESA05172024	5/17/2024	2	8870701	4200	M28 - Medical Supplies	1,128.35	LifeAssist
1	4884	0	1428143	134.36	EOCESA05172024	5/17/2024	2	8870701	4200	M61 - Medical Supplies	134.36	LifeAssist
1	4884	0	1415789	1,311.38	EOCESA05172024	5/17/2024	2	8870701	4200	M66 - Medical Supplies	1,311.38	LifeAssist
1	4884	0	1418911	98.04	EOCESA05172024	5/17/2024	2	8870701	4200	M49 - Medical Supplies	98.04	LifeAssist
1	4884	0	1435403	414.25	EOCESA05172024	5/17/2024	2	8870701	4200	M61 - Medical Supplies	414.25	LifeAssist
1	11887	0	2027	1,012.50	EOCESA05172024	5/17/2024	2	8870701	4180	M28 - Vehicle Service	1,012.50	Storch Fab Works

58

Outside District Claim Form

District: **EI Dorado EMSA-JPA**      **6/7/2024**

Date: **6/7/2024**

Prepared By: **Sarah David**

Contact Phone: **530-642-0622**

FILE NAME: \_\_\_\_\_

DEPT: \_\_\_\_\_

AMOUNT: **\$19,762.43**

US MAIL: \_\_\_\_\_

Call/E-mail for pickup: \_\_\_\_\_

Document Total: \_\_\_\_\_

Return to District: \_\_\_\_\_

BATCH: \_\_\_\_\_

Entered by: \_\_\_\_\_

DATE: \_\_\_\_\_

PLEASE INDICATE CHECK DISTRIBUTION METHOD IN THE SPACE BELOW:

BY 25.45 Oshin Basha 48 2024 2024, November 21, 2023 JPA Bill, ADDED BY: \_\_\_\_\_

THE ARTICLES ATTACHED AND LISTED BELOW WERE APPROVED AND ARE INCLUDED IN THE DISTRICT BUDGET THAT HAS BEEN ADOPTED BY THE BOARD OF DIRECTORS AND WERE NECESSARY FOR USE BY THE DISTRICT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES. I FURTHER CERTIFY I AM AUTHORIZED BY THE BOARD OF DIRECTORS TO APPROVE PAYMENT REQUESTS TO THE AUDITOR-CONTROLLER FOR THE ATTACHED INVOICES.

Authorizing signatures: *William Suvant*      *Sarah David*      *David 4/18*

WILLIAM SUVANT      6/18/2024

VENDOR	SUFFIX	Invoice Number (Limit 20)	AMOUNT	FILE NAME	DATE	ALWAYS 2	ORG	OBJECT	DESCRIPTION (LIMIT 50 CHARACTERS)	AMOUNT	VENDOR NAME
1	2640	0	9150451982	EDCESA06082024	6/6/2024	2	8670701	4200	M85 - Oz Refill	\$ 463.19	Algas, LLC
1	2640	0	9150025844	EDCESA06082024	6/6/2024	2	8670701	4200	RES - Oz Refill	\$ 766.67	Algas, LLC
1	2640	0	9150451983	EDCESA06082024	6/6/2024	2	8670701	4200	M85 - Oz Refill	\$ 1,177.02	Algas, LLC
1	61	3	21789319	EDCESA06082024	6/6/2024	2	8670701	4040	JPA Landline	\$ 28.12	AT&T
1	4884	0	1443497	EDCESA06082024	6/6/2024	2	8670701	4200	M85 - Medical Supplies	\$ 319.90	Life-Assist
1	4884	0	1443461	EDCESA06082024	6/6/2024	2	8670701	4200	M61 - Medical Supplies	\$ 58.88	Life-Assist
1	4884	0	1443918	EDCESA06082024	6/6/2024	2	8670701	4200	M61 - Medical Supplies	\$ 101.53	Life-Assist
1	4884	0	1443478	EDCESA06082024	6/6/2024	2	8670701	4200	M25 - Medical Supplies	\$ 108.30	Life-Assist
1	4884	0	1443522	EDCESA06082024	6/6/2024	2	8670701	4200	M61 - Medical Supplies	\$ 111.00	Life-Assist
1	4884	0	1443458	EDCESA06082024	6/6/2024	2	8670701	4200	M85 - Medical Supplies	\$ 151.62	Life-Assist
1	4884	0	1443563	EDCESA06082024	6/6/2024	2	8670701	4200	M85 - Medical Supplies	\$ 151.62	Life-Assist
1	4884	0	1443381	EDCESA06082024	6/6/2024	2	8670701	4200	M28 - Medical Supplies	\$ 152.01	Life-Assist
1	4884	0	1442737	EDCESA06082024	6/6/2024	2	8670701	4200	M61 - Medical Supplies	\$ 333.13	Life-Assist
1	4884	0	1443284	EDCESA06082024	6/6/2024	2	8670701	4200	M19 - Medical Supplies	\$ 400.02	Life-Assist
1	4884	0	1443046	EDCESA06082024	6/6/2024	2	8670701	4200	M61 - Medical Supplies	\$ 510.62	Life-Assist
1	4884	0	1442959	EDCESA06082024	6/6/2024	2	8670701	4200	M25 - Medical Supplies	\$ 540.75	Life-Assist
1	4884	0	1442747	EDCESA06082024	6/6/2024	2	8670701	4200	M28 - Medical Supplies	\$ 846.74	Life-Assist
1	4884	0	1442849	EDCESA06082024	6/6/2024	2	8670701	4200	M28 - Medical Supplies	\$ 1,125.26	Life-Assist
1	4884	0	1441856	EDCESA06082024	6/6/2024	2	8670701	4200	JPA - Medical Supplies	\$ 1,139.53	Life-Assist
1	4884	0	1442654	EDCESA06082024	6/6/2024	2	8670701	4200	JPA - Medical Supplies	\$ 1,139.53	Life-Assist
1	4884	0	1442189	EDCESA06082024	6/6/2024	2	8670701	4200	M86 - Medical Supplies	\$ 2,025.36	Life-Assist
1	12657	0	6792215	EDCESA06082024	6/6/2024	2	8670701	4200	M85 - Medical Supplies	\$ 2,995.58	Life-Assist
1	62	3	10749-05042024	EDCESA06082024	6/6/2024	2	8670701	4100	JPA Vehicle Insurance	\$ 546.72	McNeil & Co.
1	812	2	480-04102024	EDCESA06082024	6/6/2024	2	8670701	4440	JPA PG&E June 2024	\$ 204.56	PG&E
1	812	2	480-05102024	EDCESA06082024	6/6/2024	2	8670701	4440	JPA Rent April 2024	\$ 1,100.00	Select Property Management
1	812	2	480-05102024	EDCESA06082024	6/6/2024	2	8670701	4440	JPA Rent May 2024	\$ 1,100.00	Select Property Management
1	812	2	480-06052024	EDCESA06082024	6/6/2024	2	8670701	4440	JPA Rent June 2024	\$ 1,100.00	Select Property Management
1	11667	0	2094	EDCESA06082024	6/6/2024	2	8670701	4160	M261 - Vehicle Service	\$ 125.00	Stretch Fab Works
1	11667	0	2093	EDCESA06082024	6/6/2024	2	8670701	4160	M61 - Vehicle Service	\$ 250.00	Stretch Fab Works
1	11667	0	2027-1	EDCESA06082024	6/6/2024	2	8670701	4162	M28 - Vehicle Parts	\$ 831.73	Stretch Fab Works
1	14268	0	926299864	EDCESA06082024	6/6/2024	2	8670701	4200	M25 - Medical Supplies	\$ 385.00	Stryker Sales, LLC
1	434	0	996489389	EDCESA06082024	6/6/2024	2	8670701	4040	JPA Apr. 24-May 23 Internet	\$ 152.04	Verizon





Outside District Claim Form

District: **EI Dorado EMSA-JPA**  
 Date: **6/21/2024**  
 Prepared By: **Sarah David**  
 Contact Phone: **530-642-0622**

PLEASE INDICATE CHECK DISTRIBUTION METHOD IN THE SPACE BELOW:  
 US MAIL: \_\_\_\_\_  
 Return to District: \_\_\_\_\_  
 Call/Email for pickup: \_\_\_\_\_  
 Document Total: **\$56,389.31**

DATE: \_\_\_\_\_  
 THE ARTICLES FOR SERVICES DESCRIBED BY THE INVOICE(S) ATTACHED AND LISTED BELOW WERE APPROVED AND ARE INCLUDED IN THE DISTRICT BUDGET THAT HAS BEEN ADOPTED BY THE BOARD OF DIRECTORS AND WERE NECESSARY FOR USE BY THE DISTRICT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES. I FURTHER CERTIFY I AM AUTHORIZED BY THE BOARD OF DIRECTORS TO APPROVE PAYMENT REQUESTS TO THE AUDITOR-CONTROLLER FOR THE ATTACHED INVOICES(S).

ALWAYS 1	VENDOR	SUFFIX	INVOICE NUMBER (LIMIT 20)	AMOUNT	FILE NAME	DATE	ALWAYS 2	ORG	OBJECT	DESCRIPTION (LIMIT 80 CHARACTERS)	AMOUNT	VENDOR NAME
1	2640	0	9150892306	379.02	EDCESA06212024	6/21/2024	2	8670701	4200	RES - 02 Refill	379.02	Augas, LLC
1	2640	0	9150803921	179.8	EDCESA06212024	6/21/2024	2	8670701	4200	M85 - 02 Refill	179.8	Augas, LLC
1	2640	0	9151025907	249.26	EDCESA06212024	6/21/2024	2	8670701	4200	M85 - 02 Refill	249.26	Augas, LLC
1	12324	0	2024-491	1725	EDCESA06212024	6/21/2024	2	8670701	4313	JPA Legal Fees	1725	Alliston Law Office
1	604	0	6102024	2358.35	EDCESA06212024	6/21/2024	2	8670701	4040	JPA iPhones, iPads, Cradlepoints	2358.35	AT&T Mobility
1	14640	0	60567	486.8	EDCESA06212024	6/21/2024	2	8670701	4162	Vehicle Parts - M286	486.8	AutoNation
1	43	0	DSP-2024-08	9699.96	EDCESA06212024	6/21/2024	2	8670701	4700	DSF Utilities Jul 2024 - Jun 2025	\$ 9,699.96	Diamond Springs Fire Protection District
1	43	0	DSP-2024-08-1	18499.92	EDCESA06212024	6/21/2024	2	8670701	4400	DSF Rent Jul 2024 - Jun 2025	\$ 18,499.92	Diamond Springs Fire Protection District
1	4984	0	1436980	219.8	EDCESA06212024	6/21/2024	2	8670701	4200	M19 - Medical Supplies	219.8	Life-Assist
1	4984	0	1441882	180.74	EDCESA06212024	6/21/2024	2	8670701	4200	M17 - Medical Supplies	180.74	Life-Assist
1	4984	0	1446042	949.74	EDCESA06212024	6/21/2024	2	8670701	4200	M49 - Medical Supplies	949.74	Life-Assist
1	4984	0	1446455	1107.16	EDCESA06212024	6/21/2024	2	8670701	4200	M85 - Medical Supplies	1107.16	Life-Assist
1	4984	0	1444909	833.86	EDCESA06212024	6/21/2024	2	8670701	4200	M28 - Medical Supplies	833.86	Life-Assist
1	4984	0	1445005	1266.18	EDCESA06212024	6/21/2024	2	8670701	4200	M86 - Medical Supplies	1266.18	Life-Assist
1	4984	0	1445263	1399.39	EDCESA06212024	6/21/2024	2	8670701	4200	M49 - Medical Supplies	1399.39	Life-Assist
1	4984	0	1445349	1705.96	EDCESA06212024	6/21/2024	2	8670701	4200	M25 - Medical Supplies	1705.96	Life-Assist
1	4984	0	1444539	1599.52	EDCESA06212024	6/21/2024	2	8670701	4200	M85 - Medical Supplies	1599.52	Life-Assist
1	4984	0	1444602	482.36	EDCESA06212024	6/21/2024	2	8670701	4200	M28 - Medical Supplies	482.36	Life-Assist
1	4984	0	1447797	1427.75	EDCESA06212024	6/21/2024	2	8670701	4200	M17 - Medical Supplies	1427.75	Life-Assist
1	4984	0	1447173	284.91	EDCESA06212024	6/21/2024	2	8670701	4200	M85 - Medical Supplies	284.91	Life-Assist
1	4984	0	1447201	4.08	EDCESA06212024	6/21/2024	2	8670701	4200	M85 - Medical Supplies	4.08	Life-Assist
1	4984	0	1446758	807.02	EDCESA06212024	6/21/2024	2	8670701	4200	M28 - Medical Supplies	807.02	Life-Assist
1	11667	0	2136-1	412.5	EDCESA06212024	6/21/2024	2	8670701	4160	M19 Vehicle Service	412.5	Stretch Fab Works
1	11667	0	2136-1	305.08	EDCESA06212024	6/21/2024	2	8670701	4162	M19 Vehicle Parts	305.08	Stretch Fab Works
1	11667	0	2136	190	EDCESA06212024	6/21/2024	2	8670701	4160	M28 Vehicle Service	190	Stretch Fab Works
1	11667	0	2136-1	125.72	EDCESA06212024	6/21/2024	2	8670701	4162	M28 Vehicle Parts	125.72	Stretch Fab Works
1	11667	0	2125	2486.25	EDCESA06212024	6/21/2024	2	8670701	4160	M61 Vehicle Service	2486.25	Stretch Fab Works
1	11667	0	2135-1	1531.62	EDCESA06212024	6/21/2024	2	8670701	4162	M61 Vehicle Parts	1531.62	Stretch Fab Works
1	10584	0	96059412	1785.13	EDCESA06212024	6/21/2024	2	8670701	4200	M85 - Medical Supplies	\$ 1,785.13	Teleflex
1	121	0	3986684	3716.43	EDCESA06212024	6/21/2024	2	8670701	4200	JPA Medical Supplies	\$ 3,716.43	Zoll Medical Corp.

Authorizing signatures: *William Guberman w/guberman 6/25/24*

PROCESSOR USE ONLY  
 BATCH: \_\_\_\_\_  
 Entered by: \_\_\_\_\_  
 DATE: \_\_\_\_\_



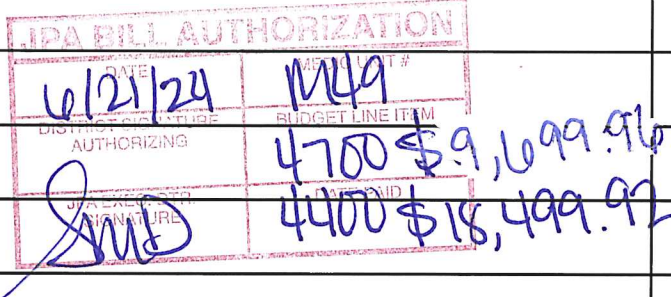
# Diamond Springs-El Dorado Fire Protection District

501 Pleasant Valley Road, Diamond Springs, CA 95619  
530-626-3190

## INVOICE

To: El Dorado County EMS  
480 Locust Road  
Diamond Springs, Ca 95619

Date: June 18, 2024  
Invoice #: DSP-2024-08

DESCRIPTION	AMOUNT
Station 49 Rent - July 2024 thru June 2025 (\$1541.66 per month)	\$18,499.92
Station 49 Utilities - July 2024 thru June 2025 (\$808.33 per month)	\$ 9,699.96
For Medic 49	
	
ORG: 8556000, SO: 1686	
<b>TOTAL</b>	<b>\$ 28,199.88</b>

If you have any questions concerning this invoice, Contact Lori Tuthill, 530-626-3190, ltuthill@diamondfire.org



Outside District Claim Form

District: **EI Dorado EMSA-JPA**      AUDITOR USE ONLY

Date: **6/27/2024**

Prepared By: **Sarah David**

Contact Phone: **530-642-0622**

DEPT: \_\_\_\_\_

FILE NAME: \_\_\_\_\_

PLEASE INDICATE CHECK DISTRIBUTION METHOD IN THE SPACE BELOW:

US MAIL: \_\_\_\_\_

Return to District: \_\_\_\_\_

Call/Email for package: \_\_\_\_\_

Document Total: **\$9,923.47**

PROCESSOR USE ONLY

BATCH: \_\_\_\_\_

Entered by: \_\_\_\_\_

DATE: \_\_\_\_\_

THE ARTICLES FOR SERVICES DESCRIBED BY THE INVOICES ATTACHED AND LISTED BELOW WERE APPROVED AND ARE INCLUDED IN THE DISTRICT BUDGET THAT HAS BEEN ADOPTED BY THE BOARD OF DIRECTORS AND WERE NECESSARY FOR USE BY THE DISTRICT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES. I FURTHER CERTIFY I AM AUTHORIZED BY THE BOARD OF DIRECTORS TO APPROVE PAYMENT REQUESTS TO THE AUDITOR-CONTROLLER FOR THE ATTACHED INVOICE(S).

ALWAYS	VENDOR SUFFIX	INVOICE NUMBER (LIMIT 20)	FILE NAME	DATE	ALWAYS	ORG	OBJECT	DESCRIPTION (LIMIT 50 CHARACTERS)	AMOUNT	VENDOR NAME
1	1000	0	164806272024-1	6/27/2024	2	8670701	4310	Fleeto	\$29.54	US Bank
1	1000	0	164806272024-2	6/27/2024	2	8670701	4502	NAEMT	\$40.00	US Bank
1	1000	0	164806272024-3	6/27/2024	2	8670701	4144	Digital Space	\$11.89	US Bank
1	1000	0	164806272024-4	6/27/2024	2	8670701	4144	Virtu	\$945.95	US Bank
1	1000	0	164806272024-5	6/27/2024	2	8670701	4609	CE Solutions	\$113.35	US Bank
1	1000	0	164806272024-6	6/27/2024	2	8670701	4609	Safety Training Seminars	\$590.00	US Bank
1	1000	0	164806272024-7	6/27/2024	2	8670701	4609	Government Jobs: EMS Manager posting	\$199.00	US Bank
1	1000	0	164806272024-8	6/27/2024	2	8670701	4260	Office Supplies	\$91.48	US Bank
1	1000	0	164806272024-9	6/27/2024	2	8670701	4200	Medical Supplies	\$984.53	US Bank
1	1000	0	164806272024-10	6/27/2024	2	8670701	4609	Pour Red's: LEMSA lunch Suplyrma, David, Guh, Valente	\$105.63	US Bank
1	1000	0	164806272024-11	6/27/2024	2	8670701	4260	Office Supplies	\$136.02	US Bank
1	1000	0	164806272024-12	6/27/2024	2	8670701	4609	Wally's Pizaz: EMS Week	\$599.79	US Bank
1	1000	0	164806272024-13	6/27/2024	2	8670701	4260	Office Supplies	\$55.19	US Bank
1	1000	0	164806272024-14	6/27/2024	2	8670701	4609	LinkedIn: EMS Manager posting	\$524.02	US Bank
1	1000	0	164806272024-15	6/27/2024	2	8670701	4305	Quickbooks	\$90.00	US Bank
1	1000	0	164806272024-16	6/27/2024	2	8670701	4022	Administrative Assistant Badge	\$447.00	US Bank
1	1000	0	164806272024-17	6/27/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1000	0	164806272024-18	6/27/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1000	0	164806272024-19	6/27/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1000	0	164806272024-20	6/27/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1000	0	164806272024-21	6/27/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1000	0	164806272024-22	6/27/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1000	0	164806272024-23	6/27/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1000	0	164806272024-24	6/27/2024	2	8670701	4200	Medpro service	\$99.00	US Bank
1	1000	0	164806272024-25	6/27/2024	2	8670701	4200	Medpro service	\$198.00	US Bank
1	1000	0	164806272024-26	6/27/2024	2	8670701	4182	JPA Vehicle Magnets	\$221.14	US Bank
1	1000	0	164806272024-27	6/27/2024	2	8670701	4609	LinkedIn: EMS Manager posting	\$524.81	US Bank
1	1000	0	164806272024-28	6/27/2024	2	8670701	4260	Office Supplies	\$38.45	US Bank
1	1000	0	164806272024-29	6/27/2024	2	8670701	4260	Office Supplies	\$16.02	US Bank
1	1000	0	164806272024-30	6/27/2024	2	8670701	4609	EMS Week Certificate Frames	\$21.44	US Bank
1	1000	0	164806272024-31	6/27/2024	2	8670701	4280	Office Supplies	\$81.66	US Bank
1	1000	0	164806272024-32	6/27/2024	2	8670701	4260	Office Supplies	\$76.78	US Bank
1	1000	0	164806272024-33	6/27/2024	2	8670701	4260	Office Supplies	\$96.50	US Bank
1	1000	0	164806272024-34	6/27/2024	2	8670701	4144	Adobe	\$259.97	US Bank
1	1000	0	164806272024-35	6/27/2024	2	8670701	4260	Office Supplies	\$18.44	US Bank

Authorizing signatures: *[Signature]* **www.sarahdavid.com** *[Signature]* **6/27/24**

1	1080	0	184806272024-36	\$13.21	EDCESA06272024	6/27/2024	2	8670701	4280	Office Supplies	\$13.21	US Bank
1	1080	0	184806272024-37	\$828.95	EDCESA06272024	6/27/2024	2	8670701	4100	Worker's Comp. Ins.	\$828.95	US Bank
1	1080	0	184806272024-38	\$425.00	EDCESA06272024	6/27/2024	2	8670701	4809	EMD Class	\$425.00	US Bank
1	1080	0	184806272024-39	\$239.88	EDCESA06272024	6/27/2024	2	8670701	4144	Adobe	\$239.88	US Bank
1	1080	0	184806272024-40	\$105.00	EDCESA06272024	6/27/2024	2	8670701	4600	FastTrak	\$105.00	US Bank
1	1080	0	184806272024-41	\$44.97	EDCESA06272024	6/27/2024	2	8670701	4280	Office Supplies	\$44.97	US Bank
1	1080	0	184806272024-42	\$36.00	EDCESA06272024	6/27/2024	2	8670701	4305	Quickbooks	\$36.00	US Bank
1	1080	0	184806272024-43	\$425.00	EDCESA06272024	6/27/2024	2	8670701	4609	EMD Class	\$425.00	US Bank
1	1080	0	184806272024-44	\$181.62	EDCESA06272024	6/27/2024	2	8670701	4144	Xfinity	\$181.62	US Bank
1	1080	0	184806272024-46	-179.76	EDCESA06272024	6/27/2024	2	8670701	1940	Misc. Revenue: Vendor Credit	-179.76	US Bank






PRICE QUOTATION  
FOLSOM LAKE FORD  
12755 FOLSOM BLVD.  
FOLSOM, CA 95630  
(916) 351-4238 - Direct

Date: 5/14/2024

To: Bill Sugiyama / Executive Director / El Dorado County Emergency Services  
From: Rychard Rosada / Fleet & Commercial Account Manager / Folsom Lake Ford  
Subject: Pricing for 2024 Ford Explorer (State of California Contract #1-22-23-14C)

\$45,814.00 - Bid Price (2024 Ford Police Explorer Utility AWD / 3.3L V6 Gas Eng)  
416.00 - Upgrade to XLT Package (202A)  
-600.00 - Government Price Concession  
\$45,630.00 - Selling Price (Agate Black Metallic Paint)  
85.00 - Documentation Fee  
\$45,715.00 - Subtotal  
3,314.34 - Sales Tax (7.25%)  
33.00 - DMV Electronic Filing Fee (Folsom Lake Ford will apply for "E" plates)  
0.00 - Delivery to El Dorado Hills, CA  
8.75 - California Tire Fee  
\$49,071.09 - Total Price (EACH) F.O.B. El Dorado Hills, CA

Payment Terms: Net 20

JPA BILL AUTHORIZATION	
DATE 7/19/24	FUND UNIT # JPA
DISTRICT SIGNATURE AUTHORIZING 	BUDGET LINE ITEM FA6045
JPA EXEC. DIR. SIGNATURE	DATE PAID

K8DE EXPLORER XLT 4WD  
2024 MODEL YEAR  
UM AGATE BLACK METALLIC  
S6 EBONY ACTIVEX SEAT MTRL

INCLUDED ON THIS VEHICLE  
EQUIPMENT GROUP 202A  
REMOTE START SYSTEM  
HEATED STEERING WHEEL  
8-WAY POWER PASSENGER SEAT

OPTIONAL EQUIPMENT/OTHER  
.18" 5-SPOKE PAINTED ALUM WHLS  
99H .2.3L ECOBOOST I-4 ENGINE  
44T .10-SPEED AUTO TRANSMISSION  
.P255/65R18 A/S BSW TIRES  
JOB #2 ORDER  
17U 2ND RW SPLT BENCH W/E-Z ENTRY  
425 50 STATE EMISSIONS  
52T CLASS IV TRAILER TOW PACKAGE  
59W 4G LTE WI-FI HOTSPOT CREDIT  
91X REAR AUXILIARY CNTRLS CREDIT  
153 FRONT LICENSE PLATE BRACKET

# El Dorado County Emergency Services Authority

480 Locust Rd  
Diamond Springs, CA 95619 US  
cjorgensen@edcjsa.org  
www.edcjsa.org



## Purchase Order

### VENDOR

Folsom Lake Ford  
12755 Folsom Blvd  
Folsom, CA 95639 USA

### SHIP TO

El Dorado County Emergency Services Authority  
480 Locust Rd  
Diamond Springs, CA 95619 US

### P.O.

1018

### DATE

05/15/2024

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
FA6045 Fixed Assets-Vehicles	\$45,814.00 - Bid Price (2024 Ford Police Explorer Utility AWD / 3.3L V6 Gas Eng) 416.00 - Upgrade to XLT Package (202A) -600.00 - Government Price Concession \$45,630.00 - Selling Price (Agate Black Metallic Paint) 85.00 - Documentation Fee \$45,715.00 - Subtotal 3,314.34 - Sales Tax (7.25%) 33.00 - DMV Electronic Filing Fee (Folsom Lake Ford will apply for "E" plates) 0.00 - Delivery to El Dorado Hills, CA 8.75 - California Tire Fee			49,071.09
TOTAL				\$49,071.09

Approved By

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Date

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WEX Fleet Fuel - Allocation			Agency Subtotals
Vendor ID: 1353 0			
Invoice: 82751774			
4606	\$ 1,949.61	DSP - M49	\$ 1,949.61
4606	\$ -	DSP - M249	
4606	\$ 149.08	EDCF - M17	\$ 9,601.01
4606	\$ -	EDCF - M217	
4606	\$ 2,398.98	EDCF - M19	
4606	\$ 2,122.72	EDCF-M219	
4606	\$ -	EDCF - M25	
4606	\$ 2,680.63	EDCF - M28	
4606	\$ 2,249.60	EDCF-M228	\$ 2,331.50
4606	\$ 2,331.50	EDH - M85	
4606	\$ -	EDH - M285	\$ 2,694.09
4606	\$ 150.20	CP - M89	
4606	\$ 2,543.89	CP-M289	\$ 2,122.79
4606	\$ 1,635.55	GEO - M61	
4606	\$ 487.24	GEO - M261	\$ -
4606		EDSA Finance Charge	
4606	\$ 1,009.72	JPA Vehicle	\$ 1,009.72
4606	\$ 218.04	Account Credits	\$ 218.04
<b>TOTAL</b>			<b>\$ 19,926.76</b>

Vehicle	Net Amount			
M17	149.08	0.00	149.08	M17 Total
M217		0.00	0.00	M217 Total
M19	2398.98	0.00	2,398.98	M19 Total
M219	2122.72	0.00	2,122.72	M219 Total
M25		0.00	0.00	M25 Total
M28	2680.63	0.00	2,680.63	M28 Total
M228	112.68	2,136.92	2,249.60	M228 Total
M49	1,949.61	0.00	1,949.61	M49 Total
M249			0.00	M249 Total
M61	1635.55	0.00	1,635.55	M61 Total
M261	487.24	0.00	487.24	M261 Total
M85	750.22	1,581.28	2,331.50	M85 Total
M285	0	0.00	0.00	M285 Total
M89	150.2	0.00	150.20	M89 Total
M289	2543.89	0.00	2,543.89	M289 Total
JPA	737.93	271.79	1,009.72	JPA
<b>Sub Total</b>			<b>19,708.72</b>	
Fiance Charge		0	0.00	
Rebates/Refunds			218.04	
<b>Total</b>			<b>19,490.68</b>	



# Invoice Statement

INVOICE NUMBER: 98046499  
ACCOUNT NAME: El Dorado County Emergency Svcs Auth

ACCOUNT NUMBER	CREDIT LIMIT	DAYS THIS PERIOD	BILL CLOSING DATE	PAYMENT DUE DATE**	AMOUNT DUE
0496-00-201258-1	60900.00	30	JUN-30-2024	JUL-26-2024	19490.68

DATE	ACTIVITY DESCRIPTION	CHARGES / DEBITS	PAYMENTS / CREDITS
JUN-20-2024	Payment - Thank You		20054.69
JUN-28-2024	Fuel Purchases	18744.82	
JUN-28-2024	Service Purchases	14.00	
JUN-28-2024	Other Purchases	949.90	
JUN-28-2024	Rebates and Rebate Reversals		218.04
<p><b>**Payment must process by Payment Due Date. Paper checks must be received at least two business days before Payment Due Date to enable on-time processing.</b></p> <p>The Finance Charge is determined by applying a periodic rate of 0%</p>			

PURCHASES, RETURNS AND PAYMENTS MADE JUST PRIOR TO BILL CLOSING DATE MAY NOT APPEAR UNTIL THE NEXT INVOICE/STATEMENT. SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND TERMS.

PREVIOUS BALANCE	(-)PAYMENTS	(+)ACTIVITY THIS PERIOD	(-)SAVINGS THIS PERIOD	(=)NEW BALANCE
20054.69	20054.69	19708.72	218.04	19490.68

CALL CUSTOMER SERVICE TO PAY BY PHONE  
FEDERAL TAX ID: 841425616

TO ENSURE PROPER CREDIT, TEAR AT PERFORATION AND INCLUDE BOTTOM PORTION WITH YOUR PAYMENT

## WEX Fleet Universal

Do not use for remittance  
P.O. Box 639  
Portland, ME 04104-0639

ACCOUNT NAME	EL DORADO COUNTY JPA
ACCOUNT NUMBER	0496-00-201258-1
INVOICE NUMBER	98046499
BILL CLOSING DATE	JUN-30-2024
AMOUNT DUE	19490.68
AMOUNT ENCLOSED	
PAYMENT DUE DATE	JUL-26-2024

PAYMENTS RECEIVED AFTER THIS DATE SUBJECT TO A FINANCE CHARGE.

Make check payable to: WEX BANK  
To avoid processing delays, remit all payments to:

Cristy Jorgensen  
El Dorado County Emergency Svcs Auth  
480 Locust Rd  
Diamond Springs, CA 95619

  
WEX BANK  
P.O. BOX 6293  
CAROL STREAM IL 60197-6293

04960020125810000001949068 240726

### **Balance Subject to Late Fees**

If Company's fails to make payment in full by the applicable Due Date, or a payment is returned (each a "Payment Default"), then a fee (the "Late Fee") will apply to the Total Outstanding Balance (as defined below). The late fee will be calculated by multiplying the applicable late fee rate by the Total Outstanding Balance on the Calculation Date, not to exceed the amount allowable by applicable law. For Billing Cycles other than monthly, the percentage rate used in the Late Fee calculation will be prorated based on the length of the billing cycle in relation to a monthly billing cycle. Company will be considered to have made a payment to Issuer on an Account only when the payment is posted to the Account as provided in this Agreement. 7.2 The "Calculation Date" is the earlier of (a) the posting date for Company's payment in full of the invoiced amount to its Account, or (b) the last day of the Billing Cycle during which the Payment Default occurred. The "Total Outstanding Balance" is the invoiced amount, plus the amount of any unbilled Transactions delivered by a merchant to Issuer, and minus any credits that have posted to the Account, through the Calculation Date.

### **How to Dispute Your Invoice**

Charges must be disputed in writing no later than sixty (60) days from the bill closing date or they will be considered final and binding.

### **Card Issuer**

The card is issued and payable to WEX Bank under a Business Charge Account Agreement with the cardholder named on the reverse.

### **Customer Service**

For account inquiries and correspondence regarding account service or billing:

- **Call 1-866-544-5796, or**
- **Email [correspondence@wexinc.com](mailto:correspondence@wexinc.com), or**
- **Fax to 1-800-395-0809, or**
- **Mail to P.O. Box 639, Portland, ME 04104**

Do not mail payments to this address. Payments must be sent to the remit address on your invoice.

Be sure to include your account number on all correspondence.

Your full Business Card Agreement is available here:  
<https://www.wexdrive.com/tncs/wex.pdf>

### **Payment Options**

#### **Mail**

Be sure to include bottom portion of invoice with your payment. Write your account number or invoice number on the check to help avoid delays in payment processing if the check and remit stub become separated. Check payments can take up to two Business Days to process from the time the envelope containing a check arrives at issuer's facility to posting of the check amount to the Account.

Allow 10 business days prior to the due date for mailing to help avoid late fees. Paper checks must be received at least two business days before Payment Due Date to enable on-time processing.

#### **Online**

Authorized users can elect to receive an email notification when an invoice is ready for online viewing and payment. Log in or register to set up an online account at [go.wexonline.com](http://go.wexonline.com).

Online payments scheduled by 3:30 PM ET (on business days) are credited to your account on the same day. There is no fee for online payments.

#### **Phone**

Call Customer Service to schedule a payment or check your balance.

Payments scheduled by 3:30 PM ET (on business days) are credited to your Account on the same day.

Be prepared with your fleet card account number and a sample check to enter your bank account number and routing number. There is no fee for phone payments.

# General Legal Counsel RFQ Reponse Proposal Evaluation Form

Evaluator: \_\_\_\_\_

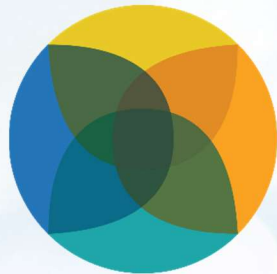
Submitters Name: \_\_\_\_\_

Criteria		Yes or No?
<b>Does the Proposal demonstrate ability to comply with the following Scope of Work requirements?</b>		
<b>1</b>	The address of the office from which legal services would be provided.	
<b>2</b>	The firm's relevant background and history, including the number of years in practice. Describe in detail the firm's fire and public agency legal services expertise.	
<b>3</b>	The identity of all other JPAs and fire agencies the law firm represents as general counsel.	
<b>4</b>	The law firm's staffing plan identifying key personnel, related lines of authority and responsibility of those persons who would provide the legal services described in this RFQ.	
<b>5</b>	The identity of the person or persons proposed to act as general counsel.	
<b>6</b>	The identity of all public agency clients that person presently represents as general counsel, deputy general counsel, or assistant general counsel, along with the meeting dates and times for each governing body.	
<b>7</b>	The identity of three public agency clients for which services have been provided by the proposed General Counsel and Assistant General Counsel within the last five years, with a contact person's name, agency, phone and email address for each agency.	
<b>8</b>	A description of any potential conflicts of interest from such representation and how the law firm would resolve such conflicts.	
<b>9</b>	A schedule of how the EDCESA would be billed for legal services including hourly billing rates, fixed fees, travel time and specific expenses and fees proposed for compensation and/or reimbursement for legal services. Include how the law firm proposes to be considered for rate increases and at what intervals.	

Rating Scale	
Point View	Explanation
0	None. Not addressed or response of no value
1 to 2	Inadequate. Response of extremely limited applicability
3 to 4	Fair. Limited applicability
5 to 6	Good. Some applicability
7 to 8	Very Good. Substantial applicability
9 to 10	Excellent. Total applicability

Criteria		Weight (a) Total: 100%	Weighted Score (a) x (b)
<b>1</b>	<b>Legal Expertise (Background)</b>	<b>20%</b>	
<b>2</b>	<b>Law Firm's Staffing Plan</b>	<b>15%</b>	
<b>3</b>	<b>Evaluation of proposed legal counsel</b>	<b>15%</b>	
<b>4</b>	<b>Description of Proposed Services (Availability)</b>	<b>15%</b>	
<b>5</b>	<b>Experience (Current public agency clients represented)</b>	<b>10%</b>	
<b>6</b>	<b>Costs (Billing Schedule)</b>	<b>10%</b>	
<b>7</b>	<b>References</b>	<b>15%</b>	
<b>Total</b>			





**BBK**

BEST BEST & KRIEGER LLP

# PROPOSAL TO PROVIDE GENERAL LEGAL SERVICES

El Dorado County  
Emergency Services Authority

June 28, 2024



Sergio Rudin, Partner  
(916) 551-2821  
[sergio.rudin@bbklaw.com](mailto:sergio.rudin@bbklaw.com)

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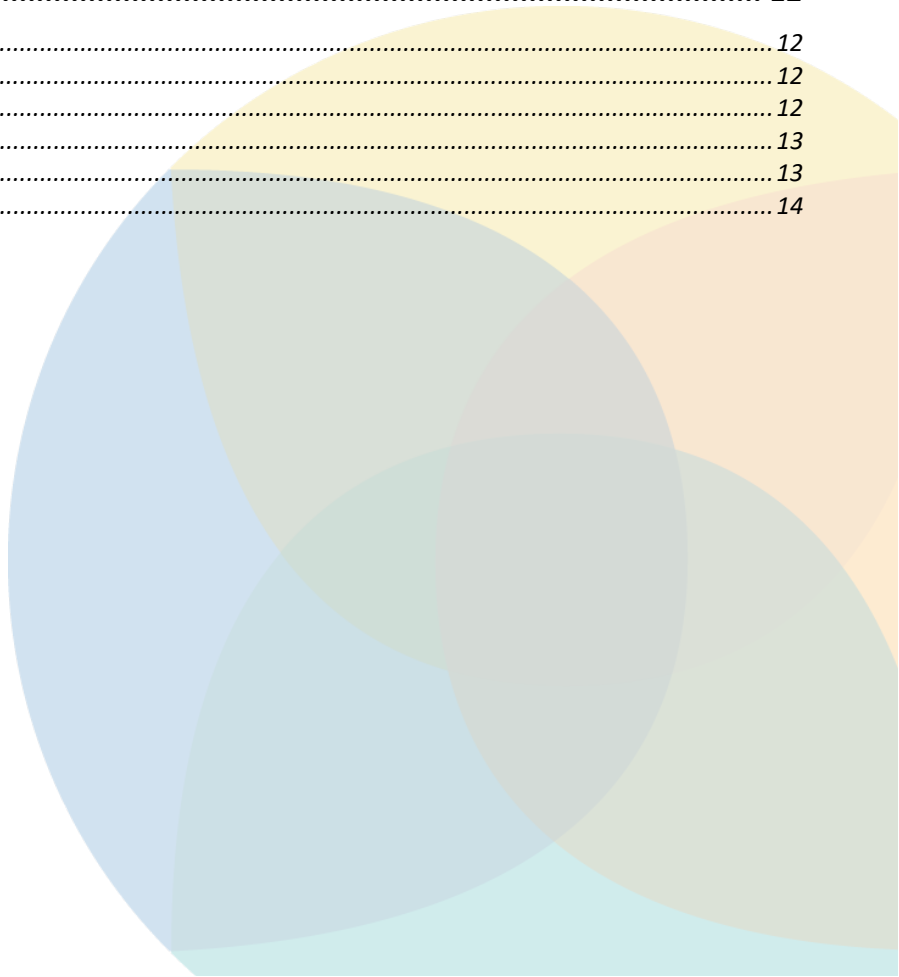
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*Proposed Hourly Rates for Special Legal Services ..... 12*

*Public Finance and Bond Services ..... 13*

*Cost of Living (COLA) Adjustments ..... 13*

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## ABOUT BBK

Clients trust the legal professionals of Best Best & Krieger LLP (BBK) not only for our comprehensive legal knowledge and industry understanding, but for our commitment to providing excellent counsel and building relationships based on integrity. More than 130 years after the founding of our firm, we value our clients' continued trust, which has allowed BBK to increase our range of legal services offered and expand our platform to over 250 attorneys and 12 offices nationwide.

Our full-service capabilities and interconnected network of practices allow us to assist our public agency, business and private clients with their complex, multidisciplinary issues. BBK's experienced attorneys and legal staff share their knowledge and resources to help clients navigate the ever-changing legal complexities and regulatory challenges. With proactive and strategic counsel and representation, we enable clients to focus on their businesses while we help them plan for the future.

BBK is dedicated to creating a supportive, empowering workplace that allows our people to achieve their potential and deliver exceptional results for our clients and the communities we serve. We create opportunities for attorneys and professional staff of all backgrounds, and value diversity and teamwork. Our passion to make a positive and tangible difference in the communities in which we work and live is underscored by our ongoing support of a range of civic, cultural, charitable, educational and professional organizations.



## COVER LETTER

June 28, 2024

### **Delivery VIA EMAIL**

Bill Sugiyama  
Executive Director  
El Dorado County Emergency Services Authority  
bsugiyama@edcspa.org

Re: Proposal for General Legal Services

Dear Mr. Sugiyama:

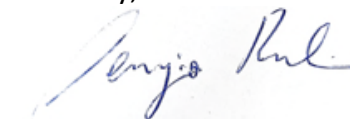
Best Best & Krieger LLP (BBK) is pleased to present this proposal to the El Dorado County Emergency Services Authority (EDCESA or Authority) to provide General Legal Services.

BBK is California's oldest and largest full-service public agency law firm. Our organization has concentrated its practice on the representation of special districts, municipalities and other public agencies for more than 130 years, providing counsel in a wide array of practice areas. The firm offers unparalleled relevant legal experience and profound knowledge, combined with "local firm" availability, responsiveness and familiarity. BBK's focused experience assisting public agencies throughout California has allowed us to develop efficiencies that stand unmatched by any other law firm. Simply put, BBK is one of the recognized leaders in California municipal law, remaining on the cutting edge of municipal issues for well over a century.

BBK will bring to EDCESA an exceptional depth of capabilities acquired from representing a multitude of public organizations, including fire districts around the state. We are committed to providing our clients with informed and cost-effective legal counsel, thereby enabling us to quickly address a variety of issues the Authority could encounter. BBK offers the unique ability to handle complex, multidisciplinary concerns and provide creative solutions to government leaders. The firm is a "one-stop legal shop," offering a full array of services for agencies such as the Authority.

We look forward to discussing our experience and qualifications with you in more detail. If you require any additional information, please feel free to contact me by phone or email.

Sincerely,

A handwritten signature in blue ink that reads "Sergio Rudin". The signature is written in a cursive style and is positioned above the printed name.

Sergio Rudin  
of BEST BEST & KRIEGER LLP

## A. FIRM ADDRESS

BBK has offices throughout California (as well as in Oregon and Washington, D.C.); for this engagement, all work will be coordinated out of our Sacramento office, which is located at 500 Capitol Mall, Suite 1700, Sacramento, CA 95814. Our Sacramento office is a quick 45-minute drive to the EDCESA headquarters in Diamond Springs.

## B. RELEVANT BACKGROUND AND HISTORY

Established in 1891, BBK has provided public agency law services to a variety of special districts, including fire districts, water agencies, cities, counties, redevelopment agencies, school districts, joint powers authorities and other public agencies. The firm has long established itself as one of the preeminent public law firms in the state, comprised of highly regarded lawyers focusing on virtually all areas of public agency law. We have worked with and appeared before numerous local, state and federal government entities in the field of public agency law.

BBK is an active member of and supports numerous state and national public law organizations and associations, such as the California Special Districts Association, the California Association of Sanitation Agencies, the League of California Cities, the Independent Cities Association, and the Association of California Water Agencies. Our lawyers regularly present papers at association conferences and serve on committees of these organizations and associations.

BBK is dedicated to keeping our attorneys and clients up to date on current issues in public agency law. We regularly prepare and distribute e-bulletins on important cases and legislation in order to keep our clients informed. The firm's public agency law practice group meets monthly to discuss new legislation, case law, and how to better serve clients. Our lawyers also belong to subgroups that focus on specific issues affecting public agencies, such as litigation and economic recovery. As a Mandatory Continuing Legal Education (MCLE) provider, the firm educates our public agency law attorneys regularly through focused training sessions.

Our public agency law practice group focuses solely on helping public clients, including joint powers authorities, fire districts, and others, to successfully maneuver through legal complexities and governmental mandates. Because BBK has a history of extensive involvement in all aspects of public agency law, we have pioneered methods to deliver advisory and litigation services in a comprehensive and cost-effective manner. Our approach ensures the highest quality and most timely representation available in California. Specific experience that may be relevant to EDCESA is outlined below:

### PUBLIC RECORDS ACT AND BROWN ACT

BBK advises clients on all aspects of California's open government laws, including the Public Records Act. We routinely brief our clients on pending legislation and cases in the area. With the emergence of new technology, we regularly advise clients regarding the use of email, records retention and the public's right to access electronic information. We regularly speak at seminars and workshops regarding updates concerning the Public Records Act and email/technology issues. Our lawyers were involved with the preparation of the League of California Cities new manual on the Public Records Act.

BBK provides advice regarding the interpretation and application of the Ralph M. Brown Act (Open Meeting Law) to our public agency clients. Advice often pertains to:

- Requirements for agenda preparation, posting and distribution
- Closed session topics and reporting
- Notices and agendas for special and emergency meetings
- Adding agenda items after agenda is posted
- Conducting meetings by teleconferencing
- Application of Brown Act to committees of official bodies
- Avoiding violations and penalties

We also defend challenges to our clients' compliance with the Brown Act.

### CONTRACTS AND AGREEMENTS

BBK has extensive experience handling all manner of contracts. We have drafted thousands of contracts for public agency clients, ranging from property acquisition, software license, and professional services agreements to more specialized agreements. These include contracts for ambulance services, franchises, and EMS agreements under Section 201 of the Emergency Services Act (Health & Safety Code section 1797.201), mutual aid agreements, various interagency agreements, as well as preparation and review of contract specifications and required bidding documents for public works.

BBK attorneys routinely provide advice on all aspects of public agency contracting, including selecting project delivery methods, addressing bid protests and performance disputes, and resolving claims. Well-drafted contracts and procurement procedures are the foundation of any successful construction project. We prepare comprehensive public works bid packages, contract documents, and purchasing and related materials tailored to each client's objectives. Our contract documents reflect not only the latest trends and legal requirements but also the recommendations and learnings of our seasoned construction litigators. BBK attorneys are fully conversant in bid protests, sole source analysis, the Americans with Disabilities Act, Clean Air Act, and Buy America requirements. We provide advice regarding the use of project labor agreements, local hiring and other related procurement issues.

BBK attorneys frequently deal with construction and public works contracts and issues, because we represent various public agencies that systematically engage in public works projects. We help our clients comply with competitive bidding requirements and disputes, navigate day-to-day construction issues relating to prevailing wage compliance, handle change orders and payment requests and select competent professional consultants and construction contractors. We have assisted several agencies in complex negotiations relating to the settlement of large construction contract disputes involving fraudulent performance and payment bonds for uncompleted public buildings, bankruptcy filings of general contractors and various subcontractors and tax liens and other claims made by the Internal Revenue Service (IRS).

### ORDINANCES AND RESOLUTIONS

Every public attorney in our firm is trained in ordinance drafting. We tailor our services to individual client needs and prepare ordinances in plain English without legalese. For some clients, we draft all ordinances; for others, we review staff drafts for legal sufficiency. Because BBK has a multitude of public clients, it is rare for a new issue to arise that we have not seen. When asked to draft an ordinance or resolution, our vast experience

and online database of ordinances and resolutions can save clients considerable time, since we have often drafted something similar in the past.

Our proposed general counsel, Sergio Rudin, has experience in advising fire departments on issues concerning everything from fire safety issues to adoption and enforcement of building and fire codes, adoption of fees, fire service contracts and negotiations, labor and employment, and related land use and zoning issues.

### LABOR AND EMPLOYMENT

Our Labor and Employment group provides public employers with a full range of legal counsel and litigation services for all types of workplace issues and needs, including the following:

- Employee Benefits
- Employee Discipline and Termination
- Employee Discrimination & Sexual Harassment
- Employment In-House Training
- Employment Policies and Agreements
- Labor Negotiations and Other Union Matters
- Wage and Hour Law
- Workplace Safety and Workers' Compensation

A wide range of public agency employers turn to BBK for representation in all aspects of labor and employment law. Our lawyers work closely and personally with employer clients to develop effective compliance and dispute resolution strategies. When necessary, our lawyers also provide a vigorous defense in discrimination, harassment, wrongful termination, wage and hour and other labor and employment litigation. Because labor and employment problems often involve high stakes and intense time pressure, we are committed to giving employers highly responsive service.

We counsel public sector clients on all aspects of employment laws and human resources management issues, including wage and hour standards, layoffs, employee termination, discipline matters, and personnel policies. We provide advice on compliance with state and federal laws such as the Firefighters Bill of Rights, Title VII, the Fair Employment and Housing Act, the Fair Labor Standards Act, the Americans with Disabilities Act, family leave laws, and the WARN Act. When workplace concerns arise out of the collective bargaining process, we handle contract negotiations, impasse procedures, grievance and arbitration proceedings, union representation proceedings, and unfair labor practice charges before local, state and federal agencies. Our lawyers regularly represent employers before the National Labor Relations Board, the Public Employment Relations Board, the California Department of Fair Employment and Housing, the U.S. Equal Employment Opportunity Commission, the U.S. Department of Labor and State Labor Commissioner, and the Division of Occupational Safety and Health, as well as before public agency personnel boards and civil service commissions.

### ENVIRONMENTAL LAW/CEQA/NEPA

BBK represents special district and municipal clients in environmental issues arising under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). We assist public agency clients with pre-project planning and strategy before CEQA is triggered to minimize costs and maximize environmental protection, and also have extensive CEQA, NEPA, and environmental site assessment (ESA) litigation experience.

We prepare local CEQA guidelines on behalf of over 70 public agency clients, including water districts, cities, school districts and other special districts. Our attorneys assist public agency clients in all aspects of CEQA and NEPA compliance, including the preparation and review of notices of exemption, initial studies, findings and statements of overriding considerations, mitigation monitoring and reporting plans, addenda, negative declarations, Environmental Impact Reports (EIR) and environmental impact statements. We are also well experienced with writing and editing EIRs to fully comply with CEQA's requirements. If a legal challenge should arise, our lawyers are skilled in the procedural and substantive intricacies of litigating a CEQA or NEPA case, including the short statutes of limitations, administrative record requirements, and unique briefing and oral argument issues.

#### HOSPITAL DISTRICTS AND MEDICAL PROVIDERS

BBK advises on a vast array of health care legal matters, including health care operations, health information privacy and security, mergers and acquisitions, managed care, contracting, health care regulatory matters and non-profit governance and corporate matters. In addition, we integrate our strengths as a multi-service law firm and draw upon the knowledge of attorneys throughout BBK on issues that impact health care clients such as public agency, labor and employment, business, tax, nonprofit, real estate, finance, transactions, health facility and commercial construction, land use, environmental, pensions, intellectual property and litigation. This holistic approach to providing legal services to health care clients allows us to offer practical solutions and guide our clients to implement those solutions. We use our knowledge of the health care industry to address legal challenges and to prevent legal issues from becoming obstacles to our clients' delivery of efficient and cost effective health services.

Our health care clients include providers and payers, health care systems, hospitals, medical groups, individual practitioners, and health care related businesses. Our clients are public agencies, nonprofit corporations, and for profit entities. At BBK, we passionately support our clients' missions by understanding and becoming part of their business models. We listen and collaborate with our clients to seek solutions, set priorities and achieve their objectives. We tailor our processes to efficiently and effectively address their needs and keep informed and involved to avoid legal surprises.

### C. OTHER JPAS AND FIRE AGENCIES REPRESENTED

The following are the fire protection districts and authorities for which BBK currently serves as general counsel:

- Apple Valley Fire Protection District
- Beckwourth Fire District
- Beckwourth Peak Fire Protection District
- Big Bear Fire Authority
- Chino Valley Independent Fire District
- Diamond Springs-El Dorado Fire Protection District
- Lake County Fire Protection District
- Nevada County Consolidated Fire District
- Northshore Fire Protection District
- Rancho Adobe Fire District

- Stanislaus Consolidated Fire Protection District
- Wheatland Fire Authority

In addition to these districts and authorities, BBK currently represents more than 50 fire departments as part of its general counsel representation to its cities and other special districts throughout California.

The following are the JPAs for which BBK currently serves as general counsel:

- Big Independent Cities Excess Pool Joint Powers Authority (BICEP)
- California County Assessor's Information Technology Authority
- Desert Community Energy
- Dixon Watershed Real Property Acquisition JPA
- March Joint Powers Authority
- Regional Cooperative Care Partnership
- Salton Sea Authority
- Special District Risk Management Authority (SDRMA)

Our firm currently represents over 800 public entities as general counsel, special counsel or both. We offer the experience of a large national firm, lower specialized legal rates, and a unique understanding of public agency law. Our experience with local public agencies combined with our unique knowledge of the region will allow us to efficiently, intelligently and meaningfully assist the District with complex, multi-disciplinary issues and provide creative solutions to its problems.

## D. STAFFING PLAN

If selected as the Authority's General Counsel, the proposed team is prepared to immediately provide all of the legal services described in the Scope of Work. We want to emphasize that BBK is a team-oriented firm that focuses on providing services in the manner that best suits the needs of the client. In that regard, if we are fortunate enough to interview for General Counsel, we are more than willing to discuss a staffing plan that best serves EDCESA.

BBK proposes **Sergio Rudin** to serve as General Counsel. Sergio has served in various roles as a city attorney and general counsel to local government agencies providing advisory, transactional and litigation counsel to cities, special districts and public entities. Sergio advises on all aspects of municipal law, including open meeting laws such as the Brown Act, public records, conflicts of interest, elections, public finance, development agreements, franchises, and land use and zoning. Additionally, Sergio has assisted city governments and fire agencies with the establishment and enforcement of defensible space regulations, adoption and enforcement of the California Building Standards Code and local amendments, franchise agreements, and negotiations of transport agreements under Section 201 of the Emergency Medical Services Act. Lastly, Sergio routinely advises public agencies on public works projects, including compliance with bidding requirements under Public Contract Code and prevailing wage requirements under the Labor Code.

As lead counsel, Sergio will return phone calls quickly (generally within 4 hours), check email frequently, and promptly answer routine inquiries. He will attend the monthly Board meetings and other meetings as



requested. He will be the primary contact person for all legal matters and will supervise all legal services provided by BBK. His leadership will serve to avoid duplication of efforts among our attorneys and help minimize legal costs.

To support Sergio, we offer **Joanna Gin** to serve as Assistant General Counsel, who currently serves as General Counsel to Lake County Fire Protection District and Nevada County Consolidated Fire District. In addition to the proposed team, BBK has a multitude of experienced attorneys to assist the Authority as needed.

## E. PROPOSED GENERAL COUNSEL



Sergio Rudin is a partner and member of BBK’s Municipal Law Practice Group. He has served in various roles as a city attorney and general counsel to local government agencies providing advisory, transactional and litigation counsel to cities, special districts and public entities. Sergio advises on all aspects of municipal law, including charter interpretation, cannabis regulation, conflicts of interest, elections, finance, franchises, land use and zoning, public works, telecommunications and water.

Sergio currently serves as City Attorney for the City of Sausalito. Before joining BBK, Sergio previously served as City Attorney for Monte Sereno, Interim City Attorney for the City of South Lake Tahoe, General Counsel for the Tahoe Transportation District and Special Counsel to the Oakland Police Commission. In prior roles, Sergio advised fire departments in Piedmont, Rohnert Park, South Lake Tahoe, and Calistoga. He also served as an attorney at the State Water Resources Control Board, Office of the Chief Counsel, in Sacramento. While there, he provided legal advice to the Division of Financial Assistance regarding operation of California’s Clean Water State Revolving Fund and Drinking Water State Revolving Fund.

Prior to state employment, Sergio worked for a private firm representing general contractors in complex commercial litigation and construction claims. He also served as a law clerk to Judge Vidmar at the U.S. District Court for the District of New Mexico.

Sergio lives with his wife South Lake Tahoe, where in his free time volunteers for El Dorado County Search and Rescue.

PROPOSED ASSISTANT GENERAL COUNSEL

**Joanna Gin**

[joanna.gin@bbklaw.com](mailto:joanna.gin@bbklaw.com)



Joanna Gin is an attorney in BBK's Municipal Law practice group. She serves as assistant city attorney for the City of Winters, as well as General Counsel to Lake County Fire Protection District and Nevada County Consolidated Fire District.

In addition to general public agency work, Joanna focuses on elections, compliance with Propositions 218 and 26, and solid waste, including the implementation of SB 1383 regulations.

Before joining BBK, Joanna attended the University of California, Davis School of Law. Joanna clerked for the Sacramento City Attorney's Office and assisted the civil litigation and advisory units on municipal affairs.

Prior to attending law school, Joanna worked in legislative affairs for nearly a decade in Sacramento. Joanna was appointed by Gov. Jerry Brown to the position of assistant deputy director in the Office of Legislative Affairs at the Department of General Services. While there, she helped oversee the office in the preparation of legislative analyses and policy recommendations relating to state contracts and property. During that time, she participated in the Leadership for Government Executives course at California State University, Sacramento, sponsored a Leadership for Government Supervisors cohort and spearheaded a department-wide food drive that raised a record 28,000 pounds of food for the Sacramento Food Bank. Before that, Joanna worked as a policy consultant with the Assembly Business and Professions Committee at the State Capitol. In that role, she provided guidance to legislators and their staff on legislation related to licensed professionals.



## F. PUBLIC AGENCY CLIENTS REPRESENTED BY PROPOSED GENERAL COUNSEL

Sergio represents the following public agencies:

- City of Sausalito (City Attorney)  
Attends City Council meetings the first and third Tuesday of each month
- Incline Village General Improvement District (General Counsel)  
Attends meetings in Incline Village, NV the second and fourth Wednesday of each month (evening)

## G. PUBLIC AGENCY CLIENT REFERENCES

Please do not hesitate to contact any of the following references for a more in-depth discussion of our ability to provide legal services for EDCESA.

BBK References	
Heather Stroud City Attorney City of South Lake Tahoe 1901 Lisa Maloff Way, Suite 300 South Lake Tahoe, CA 96150-7168 Phone: (530) 542-6046 Email: hstroud@cityofslt.us	Chris Zapata, City Manager City of Sausalito City Hall, Main Floor, 420 Litho Street Sausalito, CA 94965 Phone: (415) 289-4100 Email: admin@sausalito.gov
Lorenzo Hines, Jr., City Manager City of Galt 380 Civic Drive Galt, CA 95632 Phone: (209) 366-7100 Email: lhines@cityofgalt.org	

## H. POTENTIAL CONFLICTS OF INTEREST

Every new engagement at BBK must survive a conflict check against the firm's conflicts database. BBK maintains a comprehensive database on client representation. Prior to accepting any representation, the database is accessed to determine whether there are any existing conflicts. This database is overseen and managed by our firm's Billing and Client Information Department as well as the responsible attorney.

While we are not aware of any current conflicts between BBK clients and the Authority, we have determined that conflict waivers should be obtained from both EDCESA and the following entities to ensure that our representation of EDCESA will not conflict with current client representation:

- Diamond Springs-El Dorado Fire Protection District
- Rescue Fire Protection District

## I. PROPOSED FEES AND BILLING SCHEDULE

BBK recognizes the need to keep legal costs under control. We have a longstanding commitment to the affordable delivery of legal services to municipalities and public agencies. Given the depth and breadth of our experience, we often get the job done in much less time, resulting in lower costs. In addition, BBK partners are thoughtful of staffing routine tasks to associates and paralegals, when appropriate, who are billed at much lower rates for cost considerations.

BBK does offer discounted rates to public agencies such as the District with discounts between 15% up to 35% off our standard rates. We also offer a wide variety of rate types within our public rate options such as these blended rates to offer additional savings to our public agency clients. The rates we are proposing reflect these discounts.

### PROPOSED HOURLY RATES FOR BASIC LEGAL SERVICES

Basic legal services include all services that are not otherwise specifically identified below as either Special Legal Services or Third Party Reimbursable Legal Services, and are billed as follows:

<b>Personnel</b>	<b>Hourly Rate</b>
Attorney	\$285 per hour
Paralegal, Law Clerk and Analyst	\$175 per hour

### PROPOSED HOURLY RATE FOR ADVANCED RECORDS CENTER

If requested, BBK offers a new way to handle excess Public Records Act (PRA) requests at the low blended rate of \$220 per hour, through its new Advanced Records Center (ARC) Team. BBK combines its legal acumen and experience with cutting-edge technology to provide comprehensive and cost-effective support for non-routine records-related matters. Specifically, at the Authority's option, the ARC team will assist Authority with non-routine Public Records Act Processing as well as Policy Drafting, if desired.

### PROPOSED HOURLY RATES FOR SPECIAL LEGAL SERVICES

Other attorneys may be called upon from time to time to work on matters as particular needs arise and will be billed at current individual rates depending upon the legal practice area. Hourly rates for those attorneys fall

within the following ranges for new work: Partners and Of Counsel range from \$305 to \$670 per hour; Associates range from \$260 to \$330 per hour, and Paralegals, Law Clerks and Analysts range from \$145 to \$270 per hour. These rates and rate ranges represent our public rates BBK offers to public entities such as the Authority, which are significantly discounted from our standard rates. These public rates are effective through June 30, 2025, at which time may be increased nominally on July 1, with advanced written notice.

BBK's full list of Special Legal Services currently include the following areas of law:

- A. Litigation and formal administrative or other adjudicatory hearing matters
- B. Labor relations and employment matters
- C. Non-routine real estate matters (e.g. CC&R's, deed or title work)
- D. Land acquisition and disposal matters (including pre-condemnation)
- E. Successor Agency and housing matters
- F. Taxes, fees and charges matters (e.g. Prop. 218 & Mitigation Fee Act)
- G. Public construction disputes
- H. Non-routine contract negotiation matters (including non-BBK model agreements and franchise agreements)
- I. Non-routine land use and development matters (including general plan updates, Williamson Act issues, annexations and development agreements)
- J. Environmental matters (e.g. CEQA, NEPA, endangered species)
- K. Water law matters (e.g. water rights & quality)
- L. Tax and ERISA related matters, Employee Benefits, PERS & retirement matters
- M. Toxic substances matters (e.g. CERCLA, RCRA)
- N. Complex public utility matters (e.g. electric, natural gas, telecommunications, water, rail or transit that involve state or federal regulatory issues)
- O. Renewable energy and energy efficiency project contracts and power purchase agreements
- P. Intergovernmental relations and advocacy efforts (e.g. legislative and regulatory representation) at the federal and state level
- Q. Non-routine election law matters, including election law litigation
- R. Other matters mutually agreed upon between BBK and the Authority

#### PUBLIC FINANCE AND BOND SERVICES

BBK will provide bond counsel, special counsel or disclosure counsel services at the request of the Authority. Such bond counsel and special counsel services include the preparation of all legislative approvals and legal documentation relating to the appropriate sale and delivery of the bonds, notes or other obligations. BBK will also prepare such closing certificates and legal opinions necessary for the delivery of the bonds. As disclosure counsel, we will prepare the disclosure documents for the Client and conduct the necessary due diligence related to the transaction. Our fees will be determined based upon the type of financing and the expected involvement of the attorneys involved. We will provide the Authority with a detailed description of our services and our fees and reimbursable costs upon the Client's request.

#### COST OF LIVING (COLA) ADJUSTMENTS

We strive to offer low, competitive rates for our public agency clients. Because of this, we increase our rates nominally each year in the form of an annual cost of living adjustment (COLA) which follows the Consumer Price Index provided by the U.S. Department of Labor for the local area.

## TRAVEL AND REIMBURSEMENTS

Hourly travel rates for attorney time spent traveling to and from the Authority for Board meetings and other regularly scheduled meetings will be charged at 50% of the hourly rate.

BBK does not charge for routine word processing, legal assistants, clerical costs, administrative support staff, secretarial costs, and office costs, including telephone and fax charges. Reimbursement of costs advanced by BBK on behalf of the Authority as well as other expenses will be billed at actual cost. These currently include, but are not limited to, mileage at the IRS authorized rate; actual expenses for being away from our offices on EDCESA business; postage; legal research; and any cost of printing or reproducing documents, photographs, electronically stored information (ESI) if needed, or other items necessary for legal representation.



Email: [lmoore@kblegal.us](mailto:lmoore@kblegal.us)

June 27, 2024

**VIA EMAIL ONLY**

Bill Sugiyama  
Executive Director  
El Dorado County Emergency Services Authority  
480 Locust Road  
Diamond Springs, CA 95619  
[bsugiyama@edcjpa.org](mailto:bsugiyama@edcjpa.org)

**Re: Request for Qualification – Legal Services**  
**Due Date: June 28, 2024**

Mr. Sugiyama,

Kingsley Bogard LLP is pleased to submit this proposal to the El Dorado County Emergency Services Authority (EDCESA) in response to the above-referenced Request for Qualification for Legal Services.

The enclosed proposal sets out to address Kingsley Bogard's ability to provide general legal counsel services in all of the areas identified in the Request for Qualification.

This proposal and the accompanying fee schedule are valid for 120 days from the date of submittal, and may become part of Kingsley Bogard's agreement with the EDCESA.

We look forward to hearing from the EDCESA.

Very truly yours,

KINGSLEY BOGARD LLP

A handwritten signature in blue ink, appearing to read 'Lindsay K. Moore', is written over a light blue circular background.

LINDSAY K. MOORE

LKM:ma

Enclosure



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## SCOPE OF RESPONSE

**a) The address of the office from which legal services would be provided:**

Kingsley Bogard LLP  
600 Coolidge Drive, Suite 160  
Folsom, CA 95630

**b) The firm's relevant background and history, including the number of years in practice. Describe in detail the firm's fire and public agency legal services expertise.**

Pinnell & Kingsley LLP was formed over 40 years ago. Upon the retirement of Jim Pinnell, the Firm's name was changed to Kingsley Bogard LLP. In contrast to some firms, Kingsley Bogard LLP exclusively represents management. For all practical purposes, one hundred percent of Kingsley Bogard's legal business is devoted to public agency representation.

The members of the Firm possess a unique combination of backgrounds gained from experience with government agencies, private corporations and other law firms. In addition, when necessary to meet the needs of the client, we seek out and recommend the services of consultants with additional specialized skills and experiences.

We have been serving Fire Agencies, including Public Dispatch Agencies, since 1981. In this role, we have acquired a deep understanding of the needs of clients like EDCESA and can provide services in all of the identified areas.

**c) The identity of all other JPAs and fire agencies the law firm represents as general counsel.**

The firm's JPA and fire agency clients include:

- CONFIRE JPA
- French Camp McKinley Fire Protection District
- Mokelumne Fire Protection District
- Penryn Fire Protection District
- Placer Hills Fire District
- South Placer Fire Protection District
- Sacramento Regional Fire/EMS Communications Center (JPA)
- Waterloo Morada Fire Department

- d) The law firm’s staffing plan identifying key personnel, related lines of authority and responsibility of those persons who would provide the legal services described in this RFQ.**

Lindsay K. Moore, Partner, is proposed to act as general counsel, and will be responsible for all legal services provided to EDCESA. Working with Lindsay will be: Senior Associate Marci Arredondo; Associate Amanda Bray; and Of Counsel Robert E. Thurbon.

- e) The identity of the person or persons proposed to act as general counsel.**

As referenced above, Lindsay K. Moore is proposed to act as general counsel to EDCESA. Working with her closely in support of EDCESA will be Senior Associate Marci Arredondo.

- f) The identity of all public agency clients that person presently represents as general counsel, deputy general counsel, or assistant general counsel, along with meeting dates and times for each governing body.**

Lindsay Moore serves as general counsel for the following clients:

- Ackerman Charter School District
- Pleasant Grove Joint Union School District
- Sacramento Regional Fire/EMS Communications Center
- CONFIRE Regional Emergency Communications
- Gateway Unified School District
- Placer Hills Fire Protection District
- Penryn Fire Protection District
- Yuba County Office of Education
- Waterloo-Morada Fire District
- Chico Unified School District

As general counsel for her public agency clients, Lindsay Moore does not generally attend all Board Meetings. The Sacramento Regional Fire/EMS Communications Center is the only client that requests Lindsay’s attendance at all meetings, which are held on the second and fourth Tuesday of every month at 9:00 a.m.

- g) The identity of three public agency clients for which services have been provided by the proposed General Counsel and Assistant General Counsel within the last five years, with a contact person's name, agency, phone and email address for each agency.**

CONFIRE

Nathan Cooke, Interim Director

[ncooke@confire.net](mailto:ncooke@confire.net)

(909) 356-2303

1743 Miro Way

Rialto, CA 92376

Sacramento Regional Fire/EMS Communications Center

Chad Wilson, Board President

[chwilson@folsom.ca.us](mailto:chwilson@folsom.ca.us)

(916) 228-3070

1230 Systems Parkway

Sacramento, CA 95827

Placer Hills Fire Protection District

Ian Gow, Fire Chief

[igow@placerhillsfire.org](mailto:igow@placerhillsfire.org)

(530) 878-0405

17020 Placer Hills Road

Meadow Vista, CA 95722

- h) A description of any potential conflicts of interest from such representation and how the law firm would resolve such conflicts.**

The Firm does not see any conflicts between the representation of the EDCESA and any of its current clients.

- i) A schedule of how the EDCESA would be billed for legal services including hourly billing rates, fixed fees, travel time and specific expenses and fees proposed for compensation and/or reimbursement for legal services. Include how the law firm proposes to be considered for rate increases and at what intervals.**

**Hourly Rates:**

The Firm bills in 1/10-hour increments and details the services provided on a monthly basis.

1. Services will be provided to the EDCESA, upon request, at the rate of:

Associate	\$220 - \$295
Senior Associate	\$270 - \$335
Partners	\$295 - \$400
Of Counsel	\$300 - \$380
Paralegal	\$185 - \$200

2. In addition, the Firm will provide the following services if specifically requested by the EDCESA:

Extensive word processing services at a charge not to exceed \$50.00 per hour in the performance of services pursuant to the Legal Services Agreement.

**Administrative Charges:**

Except as noted below, the Firm does not have additional administrative charges.

1. The EDCESA is charged back for costs incurred on the EDCESA's behalf such as Federal Express, filing fees, court reporters, et cetera.
2. Actual expenses for travel (e.g. lodging and meals), if required, will be charged back to the EDCESA. The Firm does not, however, charge for mileage, and travel time will not exceed two (2) hours (one (1) hour there, one (1) hour back). That being said, our office is only 23 miles from EDCESA, so travel time will not exceed two hours.
3. There is typically no charge for photocopying. An exception occurs if the Firm is required to make, for the EDCESA's benefit, an extraordinary number of copies. In such case, either the EDCESA will make the copies or the Firm will make the copies at 25 cents per page.
4. Should the EDCESA request transfer of one or more files to another law firm, the EDCESA will be charged for copying the files at a rate of 25 cents per page.



## SCOPE OF REQUEST

Kingsley Bogard LLP has represented public agencies for all of its nearly 40 years in business. In this role, we have acquired a deep understanding of the needs of agencies like EDCESA.

Kingsley Bogard LLP firmly believes that we can provide EDCESA with legal services in all of the areas identified in the RFP. And, even more importantly, seamlessly become a part of the EDCESA team.

**(a) Represent and advise the Board of Directors as the governing body and all EDCESA Officers in all matters of law pertaining to their offices.**

We know that public agencies are subject to a plethora of rules and requirements with regard to their general governance, and as general counsel for our public agency clients we consider ourselves to be part of the EDCESA team. As a member of the EDCESA team, we would ensure that the Board of Directors and EDCESA Officers receive the guidance necessary to work within the parameters of the law – whether that be through a question presented or an issue raised by the public, employees, or State agencies.

**(b) Represent and appear for any EDCESA Officer and/or employee or any former EDCESA Officer and/or employee in legal proceedings in which any such officer or employee is entitled by law to representation furnished by the EDCESA.**

Even when there is no intent to do so, it is easy for a public entity to inadvertently violate one or more provisions of the law. Kingsley Bogard has the capacity to represent the EDCESA in all phases of litigation (both State and Federal). Regarding defense, in all cases, the first level of analysis is to assess whether the EDCESA has insurance coverage that will mitigate or eliminate cost to the EDCESA. If not, except in very narrow subject matter areas, the Firm can defend the EDCESA and its Officers and employees. Areas of Firm expertise include:

- Employment Matters
- Eminent Domain
- Writs of Mandate
- Stop Notices and Construction-Related Claims
- Retirement System Appeals (e.g. CalPERS)
- OAH/PERB Quasi-Judicial Hearings
- Workplace Restraining Orders
- Developer Fees

- (c) **Attend regular and special meetings of the Board of Directors and special meetings when called and provide legal advice and opinions as requested by the EDCESA Board of Directors and/or Executive Director.**

Attorneys from Kingsley Bogard regularly attend client Board meetings throughout Northern California and have extensive experience in helping agencies navigate the complexities of compliance in areas of law such as:

- Open Meetings (The Brown Act)
- Elections & Permitted Political Activities
- Joint Powers Authorities
- Media Relations / Press Releases
- Board Policies / Administrative Regulations
- Public Records (The PRA)
- Conflicts of Interest and Ethics
- Territory Transfers
- Processing of Tort Claims

- (d) **To be promptly available for telephone consultation and to render written opinions upon request on given issues related to EDCESA business in a timely manner.**

Kingsley Bogard has an established track record with our public agency clients in this area. The key is communication with the requestor to determine what type of response is needed – and then meet the need. Key EDCESA Officers will have our cell phone numbers. If necessary, we will respond in the evenings and on the weekends. Our dedicated office staff is also available to assist in this area during office hours (7:30 a.m. to 5:00 p.m., Monday through Friday).

- (e) **Approve the form and content of Board of Directors reports, EDCESA contracts and all performance bonds, certificates of insurance and like documents tendered to the EDCESA if requested.**

Kingsley Bogard attorneys have extensive experience in representing client interests in connection with a variety of business-related matters, such as: contracts for personal services, property and equipment acquisition; bonds; liens; requests for qualifications / proposals; and the range of matters required to manage day-to-day operations.

- (f) **Prepare or review upon request, all ordinances, resolutions, contracts, deeds, leases, escrow instructions and all other legal documents as requested by the Executive Director.**

Kingsley Bogard attorneys' extensive experience identified above includes not only reviewing the wide range of documents identified but also preparing the necessary documents to meet all of the various legal needs of the EDCESA, including resolutions, deeds, leaves, etc.

- (g) Recommend and advise on the selection of and employment of outside law specialists when requested by the Board of Directors and/or Executive Director on matters in which the EDCESA may be involved.**

Kingsley Bogard has extensive experience in assessing the need to hire outside specialists. To the extent that an outside consultant is needed, we can recommend and provide guidance regarding the selection of an outside consultant. Examples when an outside consultant may be necessary are investigations, media relations and/or complex litigation.

- (h) Investigate all claims and complaints by or against the EDCESA upon request by the Board and/or Executive Director and upon request, prepare civil cases and act as trial counsel.**

Kingsley Bogard attorneys have extensive investigatory experience and can provide assistance from the initial receipt of a complaint through to the final step of the process, including litigation that could result from a complaint.

- (i) Review violations of EDCESA ordinances in accordance and prepare and try code enforcement ordinance violations as required and requested by the Executive Director.**

Kingsley Bogard attorneys have the ability to review and assess citations to ensure compliance with the law.

- (j) Prepare legal opinions upon request of the Executive Director and/or Board of Directors.**

Attorneys within the Firm have authored many opinions on key topics for public agencies, including the Brown Act, the Public Records Act, conflicts of interest, contract disputes, and employee-related complaints.

Rest assured, the Firm has the breadth of knowledge and expertise to quickly and effectively address the wide range of issues that confront public agencies.

- (k) Oversee the legal affairs of EDCESA and advise the Board so that the policies, programs, and activities of EDCESA comply with all applicable law and that the best interests of the EDCESA are otherwise protected.**

As general counsel for the EDCESA, we provide the oversight and management of the EDCESA's legal affairs in all of the areas identified in the RFP. Kingsley Bogard attorneys have the requisite knowledge and ability to provide the same level of service that we have been providing public agencies since our office opened over 40 years ago.



## PROPOSAL FOR LEGAL SERVICES

PRESENTED TO THE

# EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

FROM

## **F3 Law**

**FAGEN FRIEDMAN & FULFROST LLP**

**A FULL-SERVICE PUBLIC AGENCY LAW FIRM  
A PROVEN PUBLIC AGENCY PARTNER**

**JUNE 27, 2024**

FAGEN FRIEDMAN & FULFROST LLP  
520 CAPITOL MALL, SUITE 400  
SACRAMENTO, CA 95814  
PHONE: 916.443.0000  
FAX: 916.443.0030  
F3LAW.COM

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June 27, 2024

Bill Sugiyama  
Executive Director  
El Dorado County Emergency Services Authority  
480 Locust Road  
Diamond Springs, CA 95619

RE: Submittal Letter for RFQ for Legal Services

Dear Mr. Sugiyama,

On behalf of Fagen Friedman & Fulfroost LLP ("F3"), I am pleased to provide our response to the Request for Qualifications for Legal Services from El Dorado County Emergency Services Authority (EDCESA). Our firm – and the specific team recommended in this proposal – will bring to this work our proven experience in all areas of legal representation and public safety, as detailed in the proposal.

We appreciate the opportunity to present our credentials to EDCESA, as set forth in the enclosed proposal with a noted deadline for receipt of no later than June 28, 2024 at 12 p.m. PDT. In the pages that follow, you will find responses to each of the questions posed in the RFQ, in the order outlined under "Scope of Response."

Please note that the F3 Law staff that we designated as the team for EDCESA is available immediately and ongoing as needed to meet your needs. We look forward to speaking with you further at any time.

Thank you for your consideration.

Sincerely,

FAGEN FRIEDMAN & FULFROST, LLP

A handwritten signature in blue ink, appearing to read "Mark S. Williams".

MARK S. WILLIAMS



## **A. ADDRESS**

We propose that our partner Mark Williams, oversee the work for the El Dorado County Emergency Services Authority. Mark works primarily from our Oakland office, located at 70 Washington Street, Suite 205, Oakland, CA 94607. He will be supported by attorneys from multiple F3 offices, including those in our Oakland and Sacramento offices. This will ensure that we are providing the highest level of knowledge and skill to support the needs of the El Dorado County Emergency Services Authority.

## **B. FIRM BACKGROUND, HISTORY & EXPERIENCE**

### **FIRM HISTORY**

More than 18 years ago, in 2006, a small group of attorneys and professionals joined together to build a firm dedicated to supporting public entities. Today, over 15 years later, we have grown to more than 100 of the most experienced and skilled attorneys in the nation and represent more than 500 public agencies. Our attorneys are licensed to practice law before all courts in the State of California, each of the United States District Courts in California, the Ninth Circuit Court of Appeals and the Supreme Court of the United States.

Focusing our practice on public entities allows our attorneys and team of support professionals to engage fully in the issues that agencies face. The firm's dedicated attention to public agencies permits our attorneys to look at all matters with an eye toward immediate and emerging challenges, ultimately providing better service to our clients: our partners in public services.

Public agency issues evolve quickly. We are committed to staying informed on these issues so our advice and counsel reflects more than today's legal realities—it anticipates and helps to address tomorrow's challenges.

### **OUR REPUTATION**

F3 Law quickly became a recognized industry leader, trusted to provide legal advice and service to public agency professionals and various leading state and federal associations.

### **OUR BREADTH**

With more than 100 attorneys throughout California, Iowa, and Seattle, F3 Law's legal bench is deep and experienced. Our attorneys network and collaborate to ensure our clients receive a comprehensive frame of experience.

Our California office locations include Fresno, Los Angeles, Oakland, Sacramento, San Diego, and Inland Empire, and we also have offices in Iowa and Seattle. We are available to conduct all business remotely should that be a client's preference.

## SERVICE APPROACH

Client service is the cornerstone of our practice. Our commitment is to provide clients with timely and cost-effective advice and representation. We have established internal standards of practice to ensure all personnel provide consistently superior service to each client.

Understanding that prompt response time is vital, one key F3 standard requires that all telephone calls that result in messages are returned within 24 hours, or sooner if the client requires. We are available seven days a week, day or night, to respond to emergency needs, from issues such as injunctive relief actions to questions arising before or during governing board meetings.

If selected to work with the El Dorado County Emergency Services Authority, F3 proposes a briefing meeting, at no cost, with key members of the staff to allow us to become familiar with EDCESA's challenges and strengths, and to fully understand the vision, mission, and initiatives of EDCESA.

A relaxed and comprehensive briefing meeting allows us to build the strongest possible understanding of your goals, culture, and sensitivities with employees, and the community at large.

We would also work closely with you to develop and follow the reporting practices necessary to keep the necessary parties including the Board of Directors fully apprised of all legal activities and firm-related actions. We are available to meet with the Board of Directors whenever necessary, including during open public meetings and/or closed and special meetings. We would have Pat Kernan attend all board meetings or other meetings in person as he resides in Camino and is only 20 minutes away from District headquarters.

F3 Law proposes a team of highly experienced attorneys and those with deep experience within the public safety space whose breadth of work will meet the needs of the El Dorado County Emergency Services Authority, as outlined in the RFQ.

Our team is prepared to provide full legal and public safety services to the EDCESA across the areas outlined in the RFQ, including:

- General legal and public safety services support to the EDCESA, the Board of Directors, Executive Director and other key personnel in connection with their general and specific powers and duties
- Governance & Leadership
- Business & Facilities
- Investigations
- Litigation
- Trainings requested by the District from time to time, including but not limited to:
  - Board Governance
  - Ethics

- Conflicts of Interest
- Title IX
- Use of Social Media by Board Members and Staff
- Policies and Procedures specific to a JPA, including:
  - Transparency in a JPA
  - Inclusivity within Communities
  - Budget Oversight and JPA Requirements
  - Fiscal Reporting/Reconciliation procedures in a JPA
  - JPA Board Meeting Requirements
  - JPA Compliance County Contracts
  - JPA Investigative Resolutions
  - JPA Governing Body Oversight
  - Enforcement of JPA Policies
  - GAAP Principles

## GENERAL COUNSEL

### EXPERIENCE, COMMITMENT, AND INTEGRITY

F3's attorneys include former general and assistant general counsels from various public agencies whose expertise provides invaluable guidance to clients on the full range of public agency law.

Members of our Governance & Leadership Practice Group have previously served as in-house agency counsel and bring their wealth of experience in understanding the day-to-day governance, Brown Act, conflict, and ethical issues that arise within public agencies, including multiple JPA entities. We also represent associations that have large Boards and large number of members, including Access 4 Learning Community (A4L), California IT in Education (CITE) and California Interscholastic Federation (CIF)

Our attorneys attend public agency meetings on a daily basis to participate, represent our clients, and assist with compliance with open meetings laws.

F3 counsel is prepared to advise and represent the Board of Directors in all general legal matters, and F3 is prepared to provide the following services and support, as needed:

- Be physically present on days of board meetings and as needed.
- Attend all Board of Directors meetings
- Provide advice with respect to all Constitutional questions
- Provide advice and consultation with respect to issues related to the Brown Act and California Public Records Act
- Assist in the development of employment contracts upon request
- Provide advice, consultation, and representation on JPA related matters, including hearings and related proceedings at County/State/Federal levels, including responses to Grand Jury and other state agency inquirers.
- Provide advice and consultation with respect to board elections and ballot measures
- Provide such other services as are inherent in matters relating to the operation of a public agency, such as fiscal and budgetary requirements, obligations, and reporting
- Bookkeeping concerns
- Provide timely notifications and advice regarding changes in Federal and State law that impact public agencies to help ensure the Board of Director policies and practices are compliant with all emerging legislation
- Assist EDCESA in developing contract templates for outside services as needed
- Review contractual agreements as requested

## GOVERNANCE & LEADERSHIP PRACTICE GROUP

### EXPERIENCE, COMMITMENT, AND INTEGRITY

F3's attorneys include former general counsels for public agencies, as well as attorneys who currently act as General Counsel for various public agencies. Their experience provides invaluable guidance to clients on the full range of public agency laws including on understanding the day-to-day governance, Brown Act, conflict, and ethical issues that arise within public agencies. Our attorneys attend public agency meetings on a daily basis, to participate, represent, and assist our clients with compliance with open meetings laws.

F3 attorneys have successfully defended public agencies in lawsuits alleging violations of the Brown Act, including the sufficiency of agenda descriptions and the conduct of closed sessions.

### BROWN ACT, OPEN MEETINGS LAWS, BOARDSMANSHIP, GOVERNANCE AND LEADERSHIP SERVICES

F3 attorneys have extensive experience providing advice and counsel, as well as trainings, to Boards and senior management regarding:

- Brown Act/Open Meetings Laws
- Public Records Act (“PRA”) requests
- Public sector governance
- Conflict of interest rules
- Effective use of legal counsel
- Workplace investigation records
- Title IX Compliance, including the new federal regulations

Our team, consisting of public safety attorneys and those with deep subject matter experience, provides custom tailored partial- or full-day workshops for boards and leadership teams covering all of the major areas of the Brown Act open meeting law requirements. Board members and leadership team members should be aware of these obligations to avoid legal challenges, scrutiny, and potential embarrassment. This training can include:

- Leadership development
- Shared governance
- Board committees, subcommittees, and public advisory groups
- Parliamentary procedure

- Team building
- Appropriate roles and responsibilities of board members, board president, officers, and administrators
- Title IX

Our focus is on making these trainings fun and effective through practical yet thorough examples including tips for effective meetings. The firm also publishes handbooks and materials for clients to use in understanding and complying with the Brown Act. F3 has successfully conducted workshops on the Brown Act and conflicts of interest for EDESCA.

#### **PUBLIC RECORDS ACT COMPLIANCE**

We routinely handle responses to Public Records Act requests. The firm's attorneys and paralegals have experience handling complex requests, such as requests for:

- Workplace investigation records
- Electronic documents
- Documents related to confidential closed-session board meetings or pending litigation
- Searches of personal devices for public records

#### **ELECTIONS & POLITICAL ISSUES**

Our attorneys are also experienced with the range of issues that arise during campaign season(s) elections and political issues and offer in-depth experience and practical guidance on issues such as:

- Elections and related resolutions and filings for implementation of a bond program
- Timing and conduct of elections and filling board vacancies
- Election contests, voter registration and ballot measure issues
- Compliance with the California Voting Rights Act
- Guidelines for mass mailings sent at public expense; and lobbying and campaign finance regulations, including Fair Political Practices Act compliance

#### **ETHICS & CONFLICT OF INTEREST**

We regularly advise public agencies regarding a wide range of conflict of interests and ethics issues. Our attorneys are well versed in:

- The Political Reform Act; Government Code section 1090 *et.seq.*



- The disclosure obligations under the statement of economic interests/Form 700 Conflicts of Interest
- Code of Conduct JPA

## **BUSINESS & FACILITIES PRACTICE GROUP**

F3 Law is a leader in the field of public agency facilities, construction, and energy conservation. Our experienced business and facilities attorneys routinely provide advice to our clients in all matters related to real property matters, including property acquisition, disposition, environmental impact reports and leasing and construction of facilities. We are able to advise and provide guidance regarding the laws pertaining to public contracts and any applicable statutory bidding requirements.

### **BOND PROGRAM IMPLEMENTATION, MANAGEMENT & SUPPORT SERVICES**

- Assist public agencies in all aspects of their bond program
- Onboard consultants, including construction management and design professionals
- Participate in the RFP and bidding process
- Draft and negotiate contracts for consultants and contractors
- Handle any dispute resolution and construction litigation matters
- Provide immediate support and strategize with public agencies throughout their bond program

For specialized bond counsel services, F3 has a relationship with Jones Hall counsel who dedicate their practice exclusively to public finance and providing representation related to facilities measures, including general obligation bonds, certificates of participation, private placement financings, bond anticipation notes and Mello-Roos special tax bonds.

### **BUSINESS AND PROCUREMENT TRANSACTIONAL SERVICES**

- Support for wide ranging purchasing and procurement needs
- Requests for proposals and qualifications
- Public bidding forms and procedures
- Contracts, including construction, professional services, technology, equipment, and any real estate related matters
- Bid dispute evaluations
- Uniform cost accounting implementation
- Policies/practices related to information technology
- Legal advice/service related to compliance with California Public Contract, Fire Code and Labor Code

- Public bidding forms and procedures
- Contracts, including construction, professional services, technology, and equipment
- Bid dispute evaluations
- Uniform cost accounting implementation
- Policies/practices/contract negotiations related to information technology, including CAD Systems, radio networks and cell towers
- Legal advice related to compliance with California Public Contract Code, Fire Code, Government Code, and Labor Code
- In the case of JPAs, we regularly review JPA Agreements, prepare contract and RFP forms, negotiate contracts, including employment contracts and attend meetings to provide advice to their Boards

#### **CONSTRUCTION / MODERNIZATION**

- Preparation of front-end construction documents for all construction delivery methods
- Preparation of architect and construction management agreements
- Legal analysis and guidance related to contractor and subcontractor disputes
- Labor compliance issues
- Change order disputes
- Stop notices

#### **ACQUISITION AND DISPOSAL OF REAL PROPERTY**

- Legal advice and guidance concerning acquisition of real property, including preparation of purchase and sale documents, lease documents, and easement agreements, and due diligence review (title, CEQA, financing, and close of escrow)
- Property exchange/land swap transactions between public entities
- Provide legal advice related to construction financing, including but not limited to municipal bonds and certificates of participation
- Legal guidance concerning sale of surplus property
- Facilities review and facilities master plan preparation

#### **IF LITIGATION SHOULD ARISE**

- Breach of contract litigation
- Stop notice litigation
- Professional negligence actions against architect and design professionals

- Defense of use of facilities
- Long term lease disputes
- Redevelopment litigation

F3 has recently represented a JPA in a dispute involving the valuation of the interest of a departing member of the JPA. After a multi-day arbitration, the JPA prevailed on all counts.

#### **LAND USE AND ENTITLEMENTS**

- CEQA review (EIR, negative declaration, mitigated negative declaration, addendum, amendment); preparation of resolutions adopting and certifying documents related to environmental review
- CFC review process and negotiation
- Appearance before local planning commissions and other governmental agencies
- Legal advice concerning exemptions from municipal and county zoning requirements, including preparation of all necessary resolutions and notices

#### **LEASES AND OTHER USES OF PROPERTY**

- Prepare ground leases for property
- Prepare joint use agreements between Fire District and other public and nonprofit entities for shared services
- Joint occupancy agreements for use of vacant space
- License agreements for non-exclusive use of Fire District property by public and nonprofit entities
- Preparation of ground leases and subleases for development and environmental clean-up of blighted property for commercial/residential use, with Fire District receiving long term stream of revenue through rent and percentage of profits from commercial use
- Sublease agreements of Fire District property with other public entities and nonprofit entities
- Cell tower license agreements
- Easements and dedications (view, access, ingress/egress, temporary construction, utilities, landscaping), including preparation of necessary resolutions and public notices

#### **GO GREEN!** – Minimize legal risks in the emerging area of sustainable building

- Review and revise construction documents to focus on sustainability issues
- Contract design, review, and negotiations for "green" leases
- Solar power purchase agreements
- Contracts for purchase and installation of solar power systems
- Energy conservation audits

## INVESTIGATIONS

F3 attorneys and those with public safety subject matter experience have conducted all types of investigations, including personnel and employment matters, discrimination and harassment complaints, and Title IX issues. Our attorneys have conducted investigations for a variety of public agencies. Our approach to investigations includes:

### INITIAL STEPS

- Review of the complaint and supporting documents to identify the issues presented, potential witnesses, and the appropriate complaint procedure to use in the investigation, if necessary.
- Coordinate with EDCESA contact to arrange for witness interviews and access to additional documents and information as needed. Prepare for interviews.

### INTERVIEWS

- Conduct witness interviews, preferably beginning with the complainant and ending with the accused.
- Explain to witnesses why the interview is occurring and the procedures being followed in conducting the investigation.
- Provide witnesses with proper admonitions regarding cooperation, retaliation, and confidentiality. Use "Lybarger" admonition if applicable.
- Listen carefully. Ask questions designed to elicit relevant information, allow witnesses to tell what they know, and ask relevant follow up questions.
- Conduct interviews in an unbiased, open and direct manner.
- Take thorough notes and/or record witness interviews.

### DOCUMENTATION AND FOLLOW-UP

- Careful review of interview notes and prepare summaries as soon as possible to help ensure accuracy.
- Review all documentary evidence presented by witnesses.
- Determine whether to re-interview witnesses or review any additional documentation.

### INVESTIGATION REPORT

Overall content may vary depending on client procedures or requests. However, in general, our reports provide:

- Background information, such as scope of the investigation, timing, and procedures followed.
- Summary of allegations

## LITIGATION PRACTICE GROUP

### LITIGATION SUPPORT FOR ALL ISSUES ENCOUNTERED BY OUR CLIENTS

Although the firm's focus encourages preventive practices whenever possible, our clients may still find themselves a defendant in a lawsuit or in a situation where they need to bring a lawsuit against someone else. The Litigation Practice Group's focus is to represent agencies effectively and efficiently in all phases of litigation; from pre-litigation filings, investigations, pleadings, discovery through pre-trial, expert discovery, settlement, trial, and the appeal process. Examples of some of the issues we have encountered include:

#### **BUSINESS FACILITIES & REAL ESTATE**

- Procurement issues and/or disputes
- Bid protests
- Contractor claims
- Stop notice litigation
- Professional negligence of architects
- Lease disputes
- CEQA litigation
- Insurance coverage litigation
- Americans with Disabilities claims
- Fire ordinance and/or permit related matters
- CAD System breach of contract

#### **GOVERNANCE**

- Brown Act violations
- Election eligibility
- Free speech and civil rights issues involving Board conduct
- Public Record Act Request litigation

#### **LABOR & EMPLOYMENT**

- Discrimination claims
- Sexual harassment claims
- Wrongful termination
- Breach of employment contract
- Appeals from certificated and classified dismissal proceedings
- CalPERS and other employee retirement claims
- Health and welfare benefits disputes
- Breach of contract claims

#### **PERSONAL INJURY LITIGATION**

- Assault and battery
- Motor vehicle accidents by employees
- Dangerous property conditions
- Sexual abuse claims
- Wrongful death claims
- Civil Rights claims
- Related insurance coverage disputes
- Temporary and Permanent Restraining Orders

## **EXPERIENCE IN ALL FEDERAL AND STATE COURTS**

Our seasoned litigation attorneys can handle all aspects of a case from the initial filing, through the discovery process (including depositions and expert discovery), culminating in a hearing or trial. In appellate actions, we submit a complete and effective record that is vigorously presented through oral argument. We have appeared before numerous administrative bodies as well as numerous California Superior Courts, all United States District Courts, the California Court of Appeals, the Ninth Circuit Court of Appeals, and the U.S. Supreme Court.

## **EXPERTS IN ALTERNATIVE DISPUTE RESOLUTION**

Given the potential costs of litigation and the risks involved in jury decisions, most cases are settled before trial. Our seasoned litigation attorneys are adept at utilizing various alternative resolution processes to avoid prolonging litigation and reaching a resolution in which the client can collaborate in the process. This includes the following methods of alternative dispute resolution:

- Pre-filing negotiation/conciliation
- Pre-filing mediation
- Mediations with court appointed or private judges
- Binding and non-Binding arbitration
- Early neutral evaluation conference
- Mandatory and voluntary settlement conferences



## C. OTHER PUBLIC AGENCY EXPERIENCE

Public agencies, including fire agencies, that the firm represents or previously represented include:

### **FIRE AGENCIES**

- Benicia Police Department
- Benicia Fire Department
- Contra Costa Fire Department
- Diamond Springs Fire District
- El Dorado County Emergency Services Authority
- El Dorado Hills Fire District
- Las Vegas Fire Department
- Sacramento Regional Fire/EMS Communications Center
- Sacramento Metropolitan Fire District (Sac Metro)
- San Mateo County Fire District
- Solano County Agencies
- Vacaville Police Department
- Vacaville Fire Department

### **OTHER PUBLIC AGENCIES**

- Access 4 Learning Community (A4L)
- Antelope Valley Student Transportation Authority JPA (AVSTA)
- California Interscholastic Federation (CIF)
- California IT in Education (CITE)
- East Palo Alto Sanitary District
- Edtech JPA
- Clovis Unified School District
- Government Financial Services Joint Powers Authority (GFSJPA)

- Goleta Water District
- Housing Authority of the County of San Joaquin
- Judicial Council of California
- Los Alamos Community Services District
- Rio Linda Elverta Recreation and Park District
- Roblox Corporation
- Santa Barbara Superior Court
- Santa Clara Superior Court
- Southwest Transportation Agency JPA (representing member)
- Twin Rivers Unified School District

## D. STAFFING

The below chart includes further information regarding our proposed core team. We are, of course, always willing to make adjustments to the staffing plan based on the needs of the matter and in collaboration with the El Dorado County Emergency Services Authority. Please see Appendix A for the team's full biographies.

<b>Attorney Name, Title</b>	<b>Related Lines of Authority, Responsibility, and Prior Experience</b>
<b>Mark Williams, Partner</b>	<p>General Counsel, Business, Contracts, Governance, JPA Expertise</p> <p>Mark currently serves as Assistant General Counsel for Government Financial Services Joint Powers Authority (GFSJPA) and EdTech JPA. He is also General Counsel for Access 4 Learning Community (A4L), an international technology association. He also serves as General Counsel for Chabot Las Positas Community college District and assistant general counsel for a large number of other public agencies.</p> <p>Upcoming Board Meetings: CIF – 6/14/2024 (Fall meeting not yet scheduled) EdTech JPA – 6/27/2024 Chabot Las Positas Community College District – 7/12/2024 GFSJPA – 7/25/2024 A4L – 7/30/2024 Antelope Valley Student Transportation Authority JPA – 7/30/2024</p>
<b>Paul Thomson, Partner</b>	<p>Labor &amp; Employment, Contracts, and Governance</p> <p>Paul acted as General Counsel for Sacramento Regional Fire/EMS Communications Center JPA.* Currently, he serves as General Counsel for El Dorado County Emergency Services Authority, a JPA of 11 Fire Departments.</p> <p>Upcoming Board Meetings: Sacramento Regional Fire/EMS Communications Center JPA – 6/25/2024</p>
<b>Pat Kernan, Of Counsel</b>	<p>General Counsel, Business, Contracts, Governance, and Real Estate matters</p> <p>Pat currently serves as General Counsel for the El Dorado County Emergency Services Authority as well as for Rio Linda Elverta Park District. He previously served as General Counsel for Sacramento Regional Fire/EMS Communications Center, JPA.*</p>

Upcoming Board Meetings:  
Sacramento Regional Fire/EMS Communications Center JPA – 6/25/2024

**Teresa Murray**, Public  
Safety Consultant (SME)

Teresa has deep experience working with fire agencies and was Chief Executive Director of the Sacramento Regional Fire/EMS Communications Center. She also served both as Police Administrator and Commander of Police and Fire for the Roseville Police and Fire Department.

She has consulted with several other fire departments, including Contra Costa Fire Department, Las Vegas Fire Department, and Vacaville Police and Fire Department.

The above proposed team will also call on other lawyers within the firm who have public agency experience aligned with the needs of the District. These lawyers include:

<b>Karen Samman</b> , Partner	General Counsel for Clovis Unified School District (former)
<b>Gretchen Shipley</b> , Partner	General Counsel for CITE
<b>Cynthia Smith</b> , Partner	General Counsel for Twin Rivers Unified School District

\*Work handled prior to joining F3 Law

## E. PROPOSED GENERAL COUNSEL

As referenced in our response to question D above, we propose that Mark Williams as General Counsel to EDCESA.

## F. CLIENTS & MEETING DATES

Please see chart provided in response to question D above for a list of public agency clients for whom Mark currently represents and previously represented as General Counsel and Assistant General Counsel.



## G. REFERENCES

- Dan Haverty, Former Fire Chief  
Sacramento Metropolitan Fire District (Sac Metro)  
Phone: 916-517-6558  
Email: Dhaverty@aol.com
- Felipe Rodriguez, Fire Chief  
Consumnes Fire Department  
Phone: 916-206-5961  
Email: feliperodriguez@cosumnescsd.gov
- Mike Heller, General Manager  
Rio Linda Recreation & Parks District  
Phone: 510-529-1975  
Email: mheller@rleparks.com

## H. CONFLICTS

We do not have any potential conflicts of interest which would prohibit us from representing the El Dorado County Emergency Services Authority.

## I. FEES & RATES

F3 is fully aware of the budget pressures on administrative expenses. To this point, we strive to identify fee structures and service models that will meet our clients' legal needs and fiscal realities.

### HOURLY BILLING APPROACH

We work within established budgets and provide clients with monthly, itemized statements for services rendered. Our customized billing system separately and clearly identifies fees and costs that can be claimed as mandated by the state. Unlike some other firms that bill in minimum increments of a quarter hour, we bill in tenths of hours which results in client savings. Regarding consultation between our attorneys, our practice is to keep such consultations to a minimum, but we do charge for the attorneys' time. Our statements are itemized by categories and special matters/projects. Current hourly rates are based on the attorney's number of years of experience. Our proposed hourly rates for the El Dorado County Emergency Services Authority are:

### ATTORNEY FEES

Associate	\$295 - \$325 per hour
Partner	\$360 - \$395 per hour
Senior Partner	\$420 per hour
Senior Counsel/Of-Counsel	\$375 - \$395 per hour
Paralegal	\$205 - \$290 per hour
Law Clerk	\$290 per hour
Next Level Client Services	\$180 per hour
Public Safety Consultant	\$295 per hour
Communications Services Consultant	\$315 per hour
Communications Services Associate	\$100 per hour
Technology Discovery Associate	\$50 per hour

### ON-SITE LEGAL SERVICES

F3 can provide on-site basic services provided by an attorney on an agreed-upon schedule. Office hours could be provided at an agreed-upon reduced daily rate.

### FLAT/FIXED RATE

We can explore fixed rates for basic legal services, which we believe would allow EDCESA to build, with confidence, a budget for most legal needs, contain/control cost, and deliver an increased level of fiduciary responsibility to the community, including attendance at all board meetings in person on a mutually agreed upon discounted flat fee.

There are many approaches that we can examine to bring cost containment to your legal expenditures, thus allowing you to redirect much-needed funds toward fire, water rescue, emergency medical and other services you provide. Additionally, these approaches allow our attorneys to become stronger,

more informed members of your team, which helps ensure that our thinking is proactive, helping you to avoid legal issues and the associated costs.

## **ADDITIONAL SERVICES**

### **WORKSHOPS/IN-SERVICE**

F3 is committed to designing and delivering timely and relevant workshops, in-service presentations, and other information to assist our clients in identifying and reducing risk, consistent with achieving their mission. F3 workshops are regarded as the highest quality in the state in both legal content and format. Our firm is widely recognized for delivering presentations that are informative, effective, and enjoyable for the governance team, officers, administration, and staff.

Flat rate for unlimited attendees from EDCESA.

## APPENDIX A - TEAM BIOGRAPHIES

# Mark S. Williams

Partner

Oakland | Sacramento

mwilliams@f3law.com

D 510.550.8228



## What can I solve for you?

As an attorney with a strong background in analysis, strategic thinking, and a passion for advocacy, I can offer you a unique set of skills to help solve your legal challenges. During technology contract negotiations, I can advocate on behalf of underdog school districts to ensure that they receive the best possible outcome. My ability to understand the technical details of technology contracts and communicate them effectively to my clients allows me to provide clear and concise guidance that ensures a successful negotiation process.

## What's it like to work with me?

My ability to work collaboratively with clients and colleagues alike ensures that everyone's input is heard and valued. I am dedicated to building strong relationships with my clients, which allows me to better understand their needs and develop strategies that will lead to the best possible outcomes. As a skilled negotiator, I am committed to advocating for my clients and achieving the best possible outcome for them. The negotiations and cases aren't about me; they're about solving problems so my clients can carry out their important mission: educating our students.

## OVERVIEW

Nationally recognized for his outstanding education law knowledge and client service delivery, Mark Williams represents K-12 school districts, community colleges and Joint Powers Authorities. Mark drafts, reviews and negotiates complex technology, construction and architect contracts and is known across the country as the author of a groundbreaking technology form agreement. With decades of experience in the courtroom and around the negotiation table, he also litigates and manages large, high-stakes construction disputes.

Drawing on both his deep knowledge of the law and ability to conceive and implement cutting-edge ideas, Mark created the California Student Data Privacy Agreement and then led the efforts to draft the

Nationwide Student Data Privacy Agreement. The sophisticated yet easy-to-read documents are used by thousands of school districts throughout California and in 37 states. These “public service contributions,” as Mark calls them, and his day-to-day client service have earned him a reputation as a highly regarded authority on technology procurement and student data privacy.

Mark also brings extensive experience in traditional bid-build construction agreements, as well as such alternative project delivery systems as construction manager at risk, lease-leaseback and design-build.

Because his contract and litigation skill sets and knowledge intersect, Mark drafts air-tight agreements that prevent litigation problems from arising. Additionally, his contract experience informs his litigation strategies and narratives that help him prevail in the courtroom.

Clients benefit from three of Mark’s other strengths. First, his capacity to quickly bottom-line the financial details and identify the salient issues in a matter or a case greatly helps clients prepare budgets and make informed strategic decisions. Second, his willingness and ability to “step in the shoes” of opposing counsel provide insight into their perspectives and positions, which help him resolve disputes. Third, Mark makes it a priority to lift the burden off his clients’ shoulders and place it on himself, greatly reducing their worries or dispensing with them entirely. As he puts it: “I’m an anxiety-shifter.”

## EDUCATION

- University of California, Berkeley School of Law (J.D.)
- University of California, Los Angeles (B.A.)

## ADMISSIONS

### BAR ADMISSIONS

- California

## RELATED SERVICES

- Facilities & Construction
- Business
- Governance & Leadership
- Litigation
- Real Estate & Property
- Virtual Learning



## Paul G. Thompson

he/him/his

Partner

Sacramento

[pthompson@f3law.com](mailto:pthompson@f3law.com)

D 916.604.3074



### What can I solve for you?

I enjoy making my school district clients' lives easier by guiding them through a broad spectrum of legal issues, including labor negotiations, construction and real estate projects, personnel disputes and student matters. I also provide valuable training on compliance and other topics.

### What's it like to work with me?

While I have a cordial, easy-going personality, I take what I do very seriously. I'm honored to help with building and improving our state's educational environment. I apply my creative thinking skills to forge the best route to optimal resolutions so my clients can be freed up to fulfill their very essential missions. They know I'm loyal and will do anything to help them by devising astute, practical, detail-oriented and efficient counsel that also takes the big picture into consideration.

## OVERVIEW

Serving educational and public entities throughout Northern California, Paul Thompson represents K-12, community college and special districts in all aspects of real estate, transactional and labor and employment matters. Paul handles issues as diverse as eminent domain, project delivery methods, real property law, the Public Records Act, contracts, facilities and developer/fee concerns. Additionally, he is a recognized leader in energy conservation legal matters.

Paul draws on more than two decades in education law to advise clients in collective bargaining, arbitrations and negotiations. He argues matters before the Public Employment Relations Board, the Equal Employment Opportunity Commission, the Division of Labor Standards Enforcement, and the Workers' Compensation Appeals Board. An experienced litigator, Paul regularly assists clients with writs and trials in Superior Court, and has handled civil matters in state courts. He also helps districts procure much-needed revenue through the sale of surplus properties by facilitating land entitlement—

the process through which all necessary approvals for development are procured in advance—which makes the plots far more attractive and valuable to potential buyers.

Paul’s familiarity with the challenges faced by educational organizations dates to his childhood in Chico, California, where his father was a chief business officer for the city’s school district. Today, he regularly advises educational organizations on difficult and controversial issues including complications arising from Covid-19, the Brown Act and public protest at school meetings, insufficient state funding, use of drugs like fentanyl, and concerns about students’ mental health.

As a popular speaker at legal and education conferences and seminars, Paul has delivered presentations on subjects such as labor negotiation, governance and Brown Act trainings, charter school matters, and developer, construction and funding issues. He currently co-chairs the Real Estate Property Section of the Sacramento County Bar Association.

Always emphasizing the building of strong relationships, Paul demonstrates loyalty to his clients that’s returned to him in kind. One former superintendent told him that the only way she’d been able to sleep at night was because she knew he was working on her matters. Her Navy SEAL son gave her five medals to bestow upon deserving people. Paul received one, along with a letter that read, in part: “This medallion is a symbol of the courage and determination that it takes to be one of the finest Americans. I think you are one of the finest. You give a 110% every day. You know that the only easy day was yesterday. I wish you to live long and strong.”

## EDUCATION

- University of San Francisco School of Law (J.D.)
- University of California, Davis (B.A., *with distinction*)

## ADMISSIONS

### BAR ADMISSIONS

- California

## RELATED SERVICES

- Business
- Employment Law
- Facilities & Construction
- Governance & Leadership
- Labor Relations & Negotiations
- Real Estate & Property

# Pat Kernan

Of Counsel

Sacramento | Oakland

pkernan@f3law.com

D 916.604.3071



## What can I solve for you?

By cultivating and maintaining close relationships with my clients, I get to know them, their concerns and their goals very well. This helps me solve their pressing problems as well as look to the horizon and avoid difficulties on an array of issues, including those that arise in business, land use, real estate, construction and other matters.

## What's it like to work with me?

With more than 25 years of service on school boards, I bring extensive experience, broad and deep knowledge and an insider's perspective into the human dynamics, objectives and inner workings of these important governing bodies. School district professionals rely on both my strategic-yet-practical legal guidance and my advice on the ways school boards operate and make decisions. Clients also appreciate my listening skills, responsiveness, sense of humor and utmost respect for what they do.

## OVERVIEW

Drawing on decades of legal experience, Pat Kernan represents and advises school districts, county offices of education, special education local plan areas and other clients in the education environment. A highly regarded legal counselor and problem-solver who provides both tried-and-true and innovative solutions, Pat handles business, commercial financing, governance, construction, bidding and real estate matters. Additionally, he serves as ad-hoc general counsel to school districts, addressing or working with someone who can undertake any legal issue they encounter.

Clients particularly value Pat's ability to untangle deal-threatening, stubborn snags in complex transactions, build consensus while also negotiating vigorously to advance their interests ... and get the deal done. In such matters, he's able to see short-term benefits and risks as well as the long-term ramifications and place his clients in the best position to achieve their objectives.

Before joining F3, Pat grew his legal practice over a long, successful career in private-sector business law, which included his work as founding managing partner of a Bay Area firm. He has advised clients in a wide range of matters, including those that involve general corporate, real estate and land use, commercial finance, employment and intellectual property among others.

Pat has served on school boards for more than 25 years in both large and small school districts. This service, combined with his expansive understanding of the many nuances of the law, provide him with a 360-degree perspective of the educational arena. In addition, his experience as a board trustee informs his work as an attorney and allows him to offer clients practical guidance as well as informed legal advice.

Known for his integrity and high-level proficiency, Pat fully understands the pressures and workloads of superintendents and other education leaders and does all he can to relieve their burdens. He does this by providing honest assessments, fresh directions, a range of options and thoughtful guidance in their decision-making process. And, he's always with them every step of the way.

## EDUCATION

- William Mitchell College of Law (J.D.)
- St. John's University (B.A., History and Political Science)

## ADMISSIONS

### BAR ADMISSIONS

- California
- Minnesota
- North Dakota

## RELATED SERVICES

- Business
- Education Technology
- Facilities & Construction
- Governance & Leadership
- Real Estate & Property

# Teresa Murray

Public Safety Consultant

Sacramento  
publicsafety@f3law.com



## What can I solve for you?

I understand the intricacies of the public safety sector and the challenges that fire departments face. As a former CEO of a Public Safety Consultant business, Chief Executive Director of a County JPA, and former Board Member of the Sacramento Regional Radio Communications System, I bring a results-driven attitude that is mixed with creativity, knowledge of governmental practices, and rules and regulations. With a focus that is always on the greater good, I tackle issues with a collaborative approach aimed at enhancing services, improving transparency and communication, and strengthening relationships between partners and community members.

## What's it like to work with me?

I have the highest respect and genuine gratitude for those who serve our communities. This respect permeates every aspect of my work. I understand firsthand the issues that face fire departments and EMS agencies so I can empathize with each of the challenges they face. I am a good listener, trustworthy, and I possess a diverse skillset. I educate myself on the specific needs of each client and work to address them in all aspects of my work.

## OVERVIEW

Teresa Murray has over 39 years of experience serving her community and leading teams in public safety and fire. Teresa has partnered with fire departments to provide project management solutions and guidance for technical acquisitions, radio solutions, station alerting assessment, financial (ERP) systems and budgetary review, maintenance and replacement as well as TICP construction. She collaborates with the F3 community to help bridge the gap between the practice of law and the challenges that fire departments face on a day-to-day basis.

Teresa began her career in 1985 as a Dispatcher Recruit for the Sacramento Police and Fire Department. Over the next 20 years at Sacramento Police Department she found herself in several positions, ranging from Training Officer to Administrative Supervisor to Project Manager, overseeing the design/build of a twenty-three (23) million dollar 9-1-1 Communications and Data Back Up Center. She later served as Chief Executive Director for Sacramento Regional Fire/EMS Communications Center (SRFECC). During her tenure at SRFECC, the organization received over 38 awards in every single division (Communications, IT, Accounting, Administration & Training) of the organization which includes recognition from Local, State, National and International platforms. The Center was also awarded the Government Finance Officers Association (GFOA) Excellence in Budget for 3 years in a row. As a result of her achievements, Teresa was asked to be the guest speaker at the International Public Safety Expo in the Czech Republic for her many contributions to the field of public safety.

Teresa was also an instructor for Los Rios College as well as a guest instructor at Sacramento State University, speaking on subjects such as business, policies, procedures, law, and leadership, as it pertains to fire departments and other public safety organizations. She has experience in radio technology, a myriad of software systems which include financial/budget programs, building design, and was project manager on multiple remodeling projects.

Teresa's varied experiences and insights prove valuable in understanding the intersection of the law and the diverse needs of fire and EMS departments.

## EDUCATION

- Post Command College, Graduate 2008, first Civilian to be accepted since instituted
- Union University, B.A. Public Administration, 2003

## RELATED SERVICES

- Business
- Communications & Media Relations
- Facilities & Construction
- Governance & Leadership
- Labor Relations & Negotiations
- Public Agencies

## AMBULANCE REPLACEMENT CRITERIA AND SCORING SYSTEM

<b>Age of Vehicle (Years)</b>
0-2 years: 1 point
3-5 years: 2 points
6-8 years: 3 points
9+ years: 4 points

<b>Mileage (Miles):</b>
0-50,000 miles: 1 point
50,001-100,000 miles: 2 points
100,001-150,000 miles: 3 points
150,001+ miles: 4 points

<b>Maintenance Costs (Last Year):</b>
\$0-\$2,000: 1 point
\$2,001-\$4,000: 2 points
\$4,001-\$6,000: 3 points
\$6,001+: 4 points

<b>Reliability Score (Self-Rated or Mechanic-Rated on a Scale of 1-10):</b>
9-10: 1 point
7-8: 2 points
5-6: 3 points
1-4: 4 points

<b>Overall Condition (Self-Rated or Mechanic-Rated on a Scale of 1-10):</b>
9-10: 1 point
7-8: 2 points
5-6: 3 points
1-4: 4 points







## JPA System Status Management Trial

January 2023 – July 2024

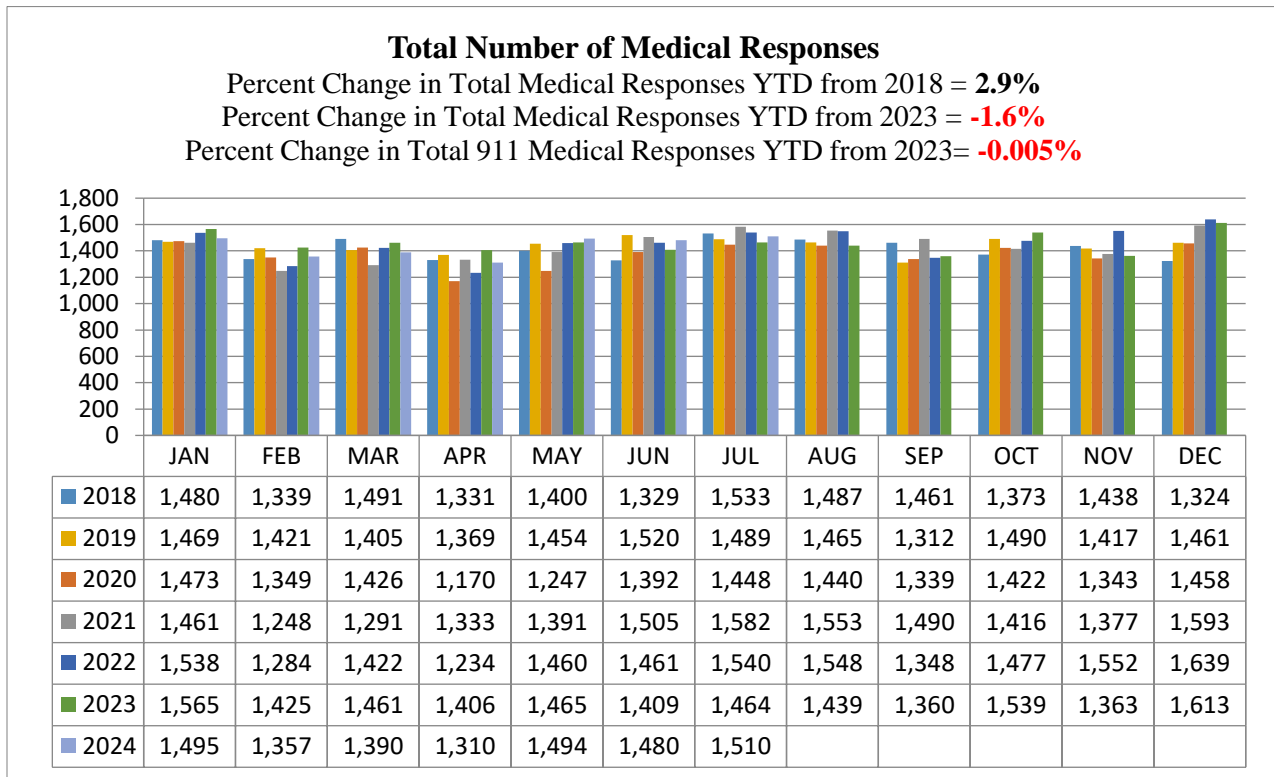
(\*M49 in service on 3/15/23)

EMSOC Trial 6:

<b>LEVEL 0</b>									
<b>LEVEL 1</b>	CORE 25/49								
<b>LEVEL 2</b>	WEST 86/28	CORE 25/49							
<b>LEVEL 3</b>	WEST 86/28	CORE 25/49	ST 21						
<b>LEVEL 4</b>	WEST 86/28	CORE/WEST	CORE 25/49	ST 21					
<b>LEVEL 5</b>	WEST 86/28	CORE/WEST	ST 61/74	CORE 25/49	ST 21				
<b>LEVEL 6</b>	WEST 86/28	CORE/WEST	ST 61/74	CORE 25/49	CORE/WEST	ST 21	*ST 17 AND ST 19*		
<b>LEVEL 7</b>	ST 85	WEST 86/28	ST 61/74	ST 49	ST 25	ST 17	ST 19		
<b>LEVEL 8</b>	ST 85	STA 86	ST 28	ST 61	ST 49	ST 25	ST 17	ST 19	

LEVEL 6 - If both medic 17 and 19 are in quarters, then a move up to Station 21 is not needed

July 2024 Incident Summary Report	
Total Number of Ambulance Responses to Date 2024	13,088
Total Number of Medical Responses to Date 2024	10,036



**Exception Reports by Response Area**

	Generated	Received from Providers	Submitted to EMSA
Urban	10	5	1
Semi-Rural	36	25	24
Rural	21	13	13
Wilderness	N/A	N/A	N/A

**Response Times**

	Before Exception Waivers	With Exception Waivers
Urban	95.22%	95.56%
Semi-Rural	93.26%	98.83%
Rural	90.11%	97.25%
Wilderness	100.00%	100.00%

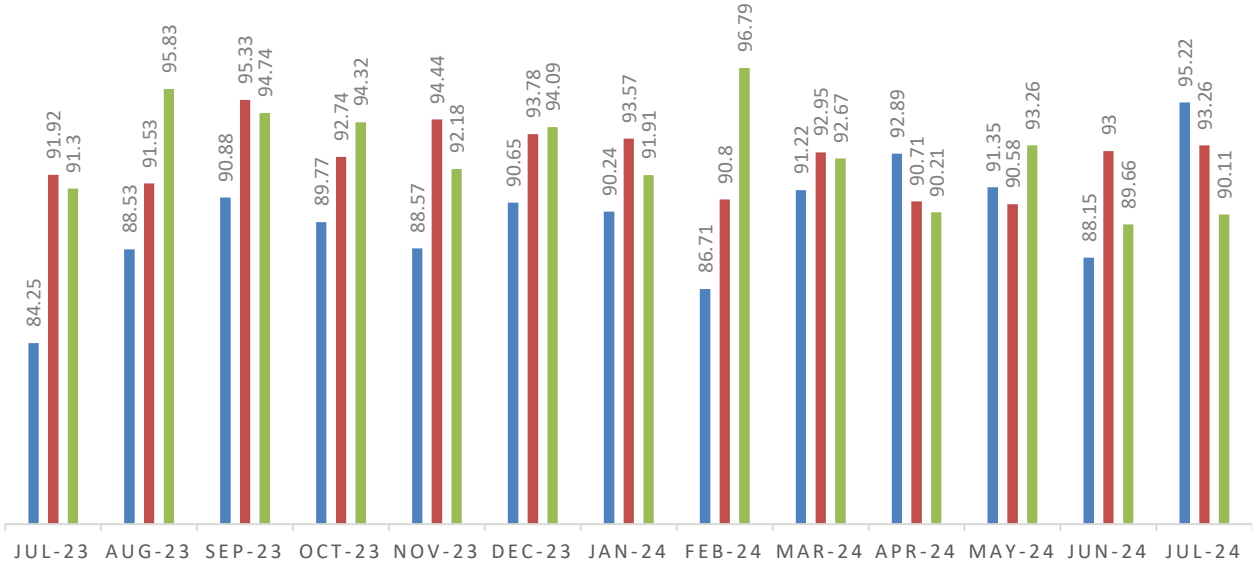
**July 2024 Incident Summary Report**

Exception Reports by Area and Reason

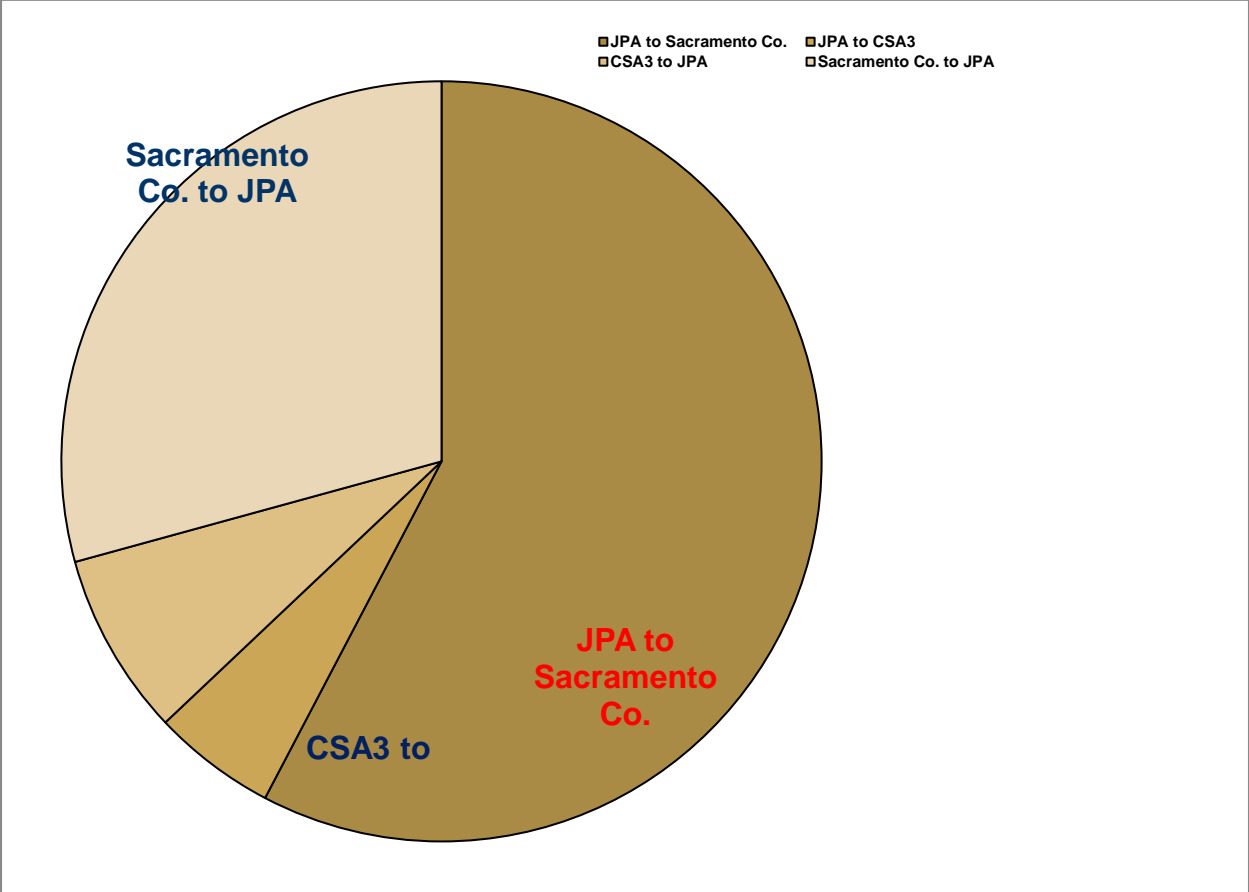
North	July	June	May	Reason for Exception Report	Urban	Semi-Rural	Rural
51 Garden Valley	4	3	9	<b>County Approved Exceptions:</b>			
52 Kelsey				Disaster & Mutual Aid Situation			
53 Greenwood				Adtl units rspd to MCI req >2 ambulances			
61 Georgetown	2	4	2	Incorrect or Inaccurate dispatch info (Addr issue)			
63 Volcanoville				Material change in dispatch location			
64 Greenwood	1	1	1	Unavoidable comms failure (MDT, QuickCall)		1	
65 Quintette		1		Inability to locate address/No visible address			
72 Cool	5	6	5	Inability to locate patient: Pt. left scene			
73 Pilot Hill	5	2		Extraordinary adverse traffic conditions			
74 Coloma	4	5	4	Road construction and/or closure		1	
75 Mosquito	6	4	7	Off-paved road locations			1
<b>TOTAL</b>	<b>27</b>	<b>26</b>	<b>28</b>	Severe weather conditions (dense fog, snow, ice)			
				Attributable to County (Inventory audit)			
<b>Core</b>	<b>July</b>	<b>June</b>	<b>May</b>	Geographic location (Extreme remote location)	1	21	11
25 Placerville	3	9	13	Limited or Controlled access to patient location			
26 Placerville			1	Dispatched C-2 or reduced enroute to C-2			
27 Gold Hill		1	1	Staging required until scene is secured by LE			1
28 Shingle Springs	1	3	3	Temp Out of Service Mechanical			
44 Logtown	3	2	1				
46 El Dorado	1			<b>Additional Exceptions: Not Approved by County</b>			
48 Diamond			1	Responding from Quarters outside first-in	3	18	10
49 Diamond	1	1	2	On a Move-Up/Cover Assignment		1	
<b>TOTAL</b>	<b>9</b>	<b>16</b>	<b>22</b>	Respond with no delay/ Due to distance		2	
				Dispatched while returning to quarters			
<b>East</b>	<b>July</b>	<b>June</b>	<b>May</b>	Responding from Hospital			
17 Pollock	6	1	5	Crew failed to hit on scene button		1	
18 Sierra Springs	2	6	1	Shift Change			
21 Camino	2	4	7	Training	1		
26 Placerville							
<b>TOTAL</b>	<b>10</b>	<b>11</b>	<b>13</b>				
<b>West</b>	<b>July</b>	<b>June</b>	<b>May</b>				
47 Sleepy Hollow	1	1					
81 Rescue	2	3	1				
83 Rescue			2				
84 EDH	3	3	3				
85 EDH	1	4	1				
86 EDH	2	2	3				
87 EDH							
88 Cameron Park	2	3	7				
89 Cameron Park	2	3	3				
91 Latrobe							
<b>TOTAL</b>	<b>13</b>	<b>19</b>	<b>20</b>				
<b>South</b>	<b>July</b>	<b>June</b>	<b>May</b>				
19 Pleasant Valley	1		1				
23 Pleasant Valley	2	1	4				
32 Somerset	1		2				
34 Mt. Aukum							
35 Grizzly Flat		2					
37 Omo Ranch	1	1	1				
38 Fairplay	3	2					
38 Mt. Aukum							
<b>TOTAL</b>	<b>8</b>	<b>6</b>	<b>8</b>				

# TWELVE MONTH RESPONSE TIME COMPLIANCE BEFORE EXEMPTIONS

■ URBAN ■ SEMI-RURAL ■ RURAL



MEDICAL CALLS														
	FYTD Totals	7/24	6/24	5/24	4/24	3/24	2/24	1/24	12/23	11/23	10/23	9/23	8/23	7/23
JPA to Sacramento Co.	274	26	15	23	24	23	27	20	34	28	18	13	16	7
JPA to CSA3	25	11	0	2	5	1	1	2	0	0	3	0	0	0
CSA3 to JPA	37	10	1	2	1	2	4	3	2	0	2	2	4	4
Sacramento Co. to JPA	139	8	13	12	6	4	4	11	17	22	11	9	15	7





	Total Response	Fires	IFT/Med Transports	Medical	Haz-Mat	Move-Ups	Other
January 2023	2171	40	28	1537	10	54	12
February 2023	1955	31	26	1399	4	480	15
March 2023	1837	38	38	1423	6	320	12
April 2023	1741	24	29	1377	1	305	5
May 2023	1822	23	19	1446	2	312	20
June 2023	1745	43	31	1378	0	279	14
July 2023	1884	61	31	1433	0	335	24
August 2023	1842	56	20	1419	3	336	8
September 2023	1698	34	26	1334	2	288	14
October 2023	2017	45	34	1505	1	415	17
November 2023	1727	34	19	1344	1	310	19
December 2023	2072	30	34	1579	7	411	11
<b>TOTAL</b>	<b>22511</b>	<b>459</b>	<b>335</b>	<b>17174</b>	<b>37</b>	<b>3845</b>	<b>171</b>
	Total Response	Fires	IFT/Med Transports	Medical	Haz-Mat	Move-Ups	Other
January 2024	1888	31	29	1466	1	353	8
February 2024	1767	20	25	1332	6	371	10
March 2024	1818	10	32	1358	1	391	13
April 2024	1770	18	27	1283	3	430	9
May 2024	1962	44	20	1474	2	409	13
June 2024	1971	36	20	1460	2	437	8
July 2024	1912	66	26	1484	2	325	9

\*\*Other\*\* call types for the week of 5/14-5/20 included 11 entries for OAM for EDC Fire Medic Units.

Total Response by Medic Unit (includes Move-Ups)								
	M17	M19	M25	M28	M49	M61	M85	M89/86
January 2023	249	298	342	375	0	239	321	309
February 2023	203	274	318	341	0	236	280	273
March 2023	177	230	311	301	116	172	256	253
April 2023	168	189	292	216	261	137	242	223
May 2023	125	205	305	241	264	149	281	236
June 2023	181	200	283	220	252	156	231	199
July 2023	212	219	294	248	259	161	243	234
August 2023	190	195	297	235	276	135	255	237
September 2023	183	178	284	226	232	126	237	221
October 2023	238	244	341	258	277	159	258	229
November 2023	188	207	259	225	255	129	237	203
December 2023	231	211	337	269	295	199	255	249
January 2024	205	208	347	237	279	167	237	192
February 2024	227	201	297	231	252	151	202	194
March 2024	214	218	309	260	267	133	224	173
April 2024	221	217	276	259	253	147	209	177
May 2024	237	234	296	264	281	180	228	226
June 2024	250	243	304	273	269	153	250	211
July 2024	220	196	318	281	280	155	225	212
Total Incident Response by Medic Unit								
	M17	M19	M25	M28	M49	M61	M85	M89/86
January 2023	176	156	300	276	0	120	274	290
February 2023	166	147	280	263	0	131	217	246
March 2023	146	135	281	239	98	125	234	238
April 2023	152	94	272	170	213	89	222	212
May 2023	116	104	276	196	215	107	262	222
June 2023	140	106	264	185	221	115	223	190
July 2023	140	124	271	203	229	129	221	220
August 2023	120	108	275	180	233	102	243	224
September 2023	121	94	260	202	200	93	219	210
October 2023	132	130	309	208	237	115	235	225
November 2023	115	111	237	190	233	102	221	193
December 2023	140	104	302	227	254	129	242	242
January 2024	112	105	311	204	257	121	223	188
February 2024	129	86	269	191	218	108	193	191
March 2024	117	108	287	218	227	86	205	168
April 2024	114	97	242	210	217	98	183	171
May 2024	137	116	270	217	244	118	226	223
June 2024	138	115	274	231	231	102	225	202
July 2024	134	107	284	241	259	119	217	204

Total Medical Response by Medic Unit								
	M17	M19	M25	M28	M49	M61	M85	M86
January 2023	167	147	288	270	0	108	270	281
February 2023	160	140	275	254	0	119	216	236
March 2023	140	131	270	232	94	112	229	233
April 2023	149	93	266	166	211	82	221	206
May 2023	112	99	265	188	213	99	262	216
June 2023	135	104	254	180	209	106	215	185
July 2023	135	109	258	191	222	114	212	211
August 2023	117	99	260	173	230	92	232	217
September 2023	113	92	253	199	192	85	210	205
October 2023	127	127	282	196	229	115	229	220
November 2023	111	105	215	177	220	92	218	184
December 2023	133	99	278	221	242	113	236	238
January 2024	108	102	303	201	253	109	219	186
February 2024	123	83	261	188	214	100	190	187
March 2024	116	102	274	214	222	82	200	164
April 2024	110	94	224	204	210	85	179	169
May 2024	130	112	268	209	235	106	211	209
June 2024	134	110	269	221	226	92	220	194
July 2024	126	101	276	230	248	111	205	194
Total Transport Response by Medic Unit								
	M17	M19	M25	M28	M49	M61	M85	M86
January 2023	101	94	186	168	0	67	152	172
February 2023	107	90	179	166	0	72	136	165
March 2023	100	77	189	139	66	60	149	159
April 2023	94	63	187	119	144	62	152	143
May 2023	80	60	191	130	155	65	159	154
June 2023	97	57	181	131	144	61	145	128
July 2023	92	76	181	139	159	71	133	145
August 2023	87	62	189	117	143	55	162	142
September 2023	83	56	182	122	135	50	128	136
October 2023	85	90	213	139	158	70	130	161
November 2023	89	68	162	141	172	44	139	126
December 2023	92	75	225	164	188	66	141	152
January 2024	77	69	223	158	192	69	126	129
February 2024	80	65	218	143	165	65	127	129
March 2024	82	77	214	156	174	55	124	132
April 2024	80	74	196	157	162	54	135	121
May 2024	89	75	202	149	178	69	145	140
June 2024	99	74	202	152	164	49	148	135
July 2024	89	72	198	171	187	61	139	130

% of Total Response	7/23	8/23	9/23	10/23	11/23	12/23	1/24	2/24	3/24	4/24	5/24	6/24	7/24
M17	11.3%	10.3%	10.8%	11.8%	10.9%	11.1%	10.9%	12.8%	11.8%	12.5%	12.1%	12.7%	11.5%
M19	11.6%	10.6%	10.5%	12.1%	11.9%	10.2%	11.0%	11.4%	12.0%	12.3%	11.9%	12.3%	10.3%
M25	15.6%	16.1%	16.7%	16.9%	14.9%	16.3%	18.4%	16.8%	17.0%	15.6%	15.1%	15.4%	16.6%
M28	13.2%	12.8%	13.3%	12.8%	13.0%	13.0%	12.6%	13.1%	14.3%	14.6%	13.5%	13.9%	14.7%
M49	13.8%	15.0%	13.7%	13.7%	14.7%	14.2%	14.8%	14.3%	14.7%	14.3%	14.3%	13.6%	14.6%
M61	8.6%	7.3%	7.4%	7.9%	7.5%	9.6%	8.8%	8.5%	7.3%	8.3%	9.0%	7.8%	8.1%
M85	12.9%	13.8%	14.0%	12.8%	13.7%	12.3%	12.6%	11.4%	12.3%	11.8%	11.6%	12.7%	11.8%
M89/86	12.4%	12.9%	13.0%	11.4%	11.8%	12.0%	10.2%	11.0%	9.5%	10.0%	11.5%	10.7%	11.1%

% of Move-Ups	7/23	8/23	9/23	10/23	11/23	12/23	1/24	2/24	3/24	4/24	5/24	6/24	7/24
M17	21.5%	20.8%	21.5%	25.5%	23.5%	22.1%	26.3%	26.4%	24.8%	24.9%	24.4%	25.6%	26.5%
M19	28.4%	25.9%	29.2%	27.5%	31.0%	26.0%	29.2%	31.0%	28.1%	27.9%	28.9%	29.3%	27.3%
M25	6.9%	6.6%	8.3%	7.7%	7.1%	8.5%	10.1%	7.5%	6.9%	7.9%	6.3%	6.9%	10.5%
M28	13.4%	16.4%	8.3%	12.0%	11.2%	10.2%	9.3%	10.8%	10.7%	11.4%	11.5%	9.6%	12.3%
M49	9.0%	12.8%	11.1%	9.6%	7.1%	9.9%	6.2%	9.2%	10.2%	8.4%	9.0%	8.7%	6.5%
M61	9.6%	9.8%	11.5%	10.6%	11.0%	17.0%	13.0%	11.6%	12.0%	11.4%	15.2%	11.7%	11.1%
M85	6.6%	3.6%	6.3%	5.54%	5.2%	3.1%	4.0%	2.4%	4.6%	5.8%	2.4%	5.7%	2.46%
M89/86	4.2%	3.9%	3.8%	.96%	3.2%	1.7%	1.1%	0.08%	1.3%	1.4%	2.0%	2.1%	2.46%

% of Medical Calls	7/23	8/23	9/23	10/23	11/23	12/23	1/24	2/24	3/24	4/24	5/24	6/24	7/24
M17	9.4%	8.2%	8.4%	8.4%	8.2%	8.4%	7.2%	9.1%	8.4%	8.6%	8.6%	9.1%	8.3%
M19	7.2%	7.0%	6.9%	8.3%	7.8%	6.3%	7.0%	6.0%	7.3%	7.3%	7.4%	7.5%	6.7%
M25	17.1%	17.8%	17.6%	18.6%	16.0%	17.6%	20.0%	19.7%	19.7%	17.5%	17.5%	17.9%	18.8%
M28	13.1%	12.0%	14.8%	12.8%	13.2%	14.0%	13.6%	13.9%	15.4%	15.9%	14.2%	15%	15.2%
M49	15.2%	15.6%	14.0%	14.8%	16.4%	15.3%	16.6%	15.5%	16.0%	16.4%	15.7%	14.9%	16.4%
M61	7.9%	6.5%	6.4%	7.1%	6.8%	7.2%	7.4%	7.5%	6.0%	6.6%	7.1%	6.2%	7.3%
M85	14.8%	16.4%	15.7%	15.0%	16.2%	14.9%	14.9%	14.3%	14.4%	14.0%	14.3%	15.1%	13.6%
M89/86	14.5%	15.3%	15.4%	14.2%	13.7%	15.1%	12.6%	14.0%	11.8%	13.2%	14.2%	13.3%	12.8%

## IFT Transports

### Code 2 IFTs

Code 2	Total C2	CCT	In EDC	Out EDC	Out Sac/Placer
April	18		14	4	
May	9		6	2	
June	12		10	2	
July	10	2	8		

### Code 3 IFTs

Code 3	Total C3	CCT	Out EDC	Out Sac/Placer
April	7	6	6	
May	9	5	8	
June	8	1	7	
July	7	5	5	

### Behavioral Health Transfers

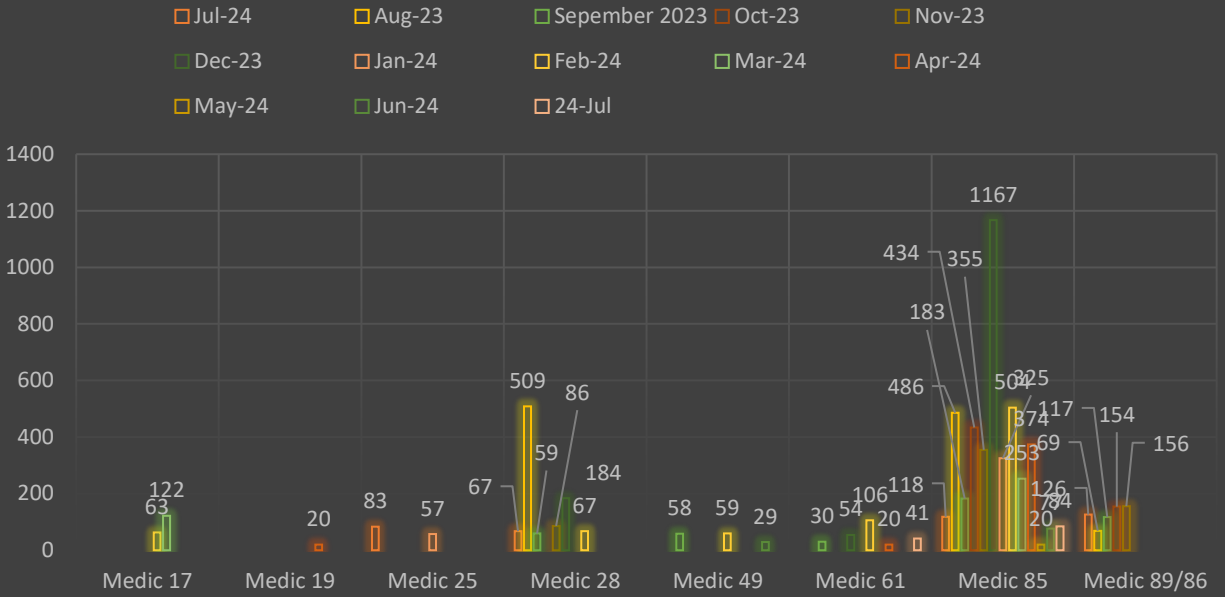
BHT	Total BH	Out EDC	Out Sac/Placer
April	12	1	
May	5		
June	7		
July	5		

Elite eldorado

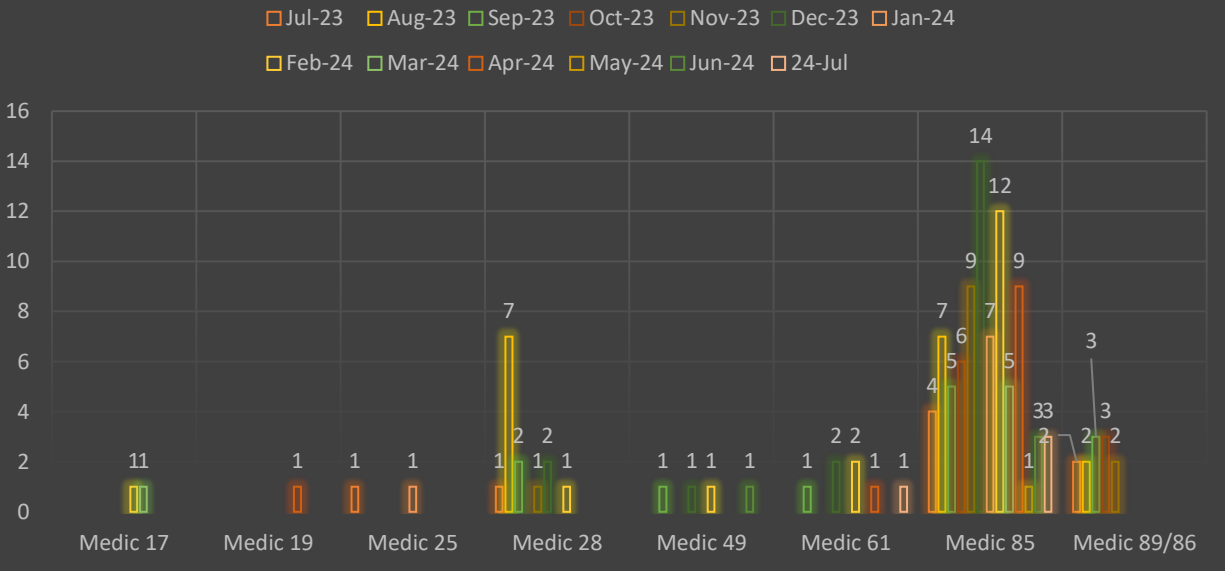
APOT over 20 min

Incident Date	Response Incident Number (eResponse.03)	Response EMS Unit Call Sign (eResponse.14)	Incident Patient Arrived At Destination To Destination Patient Transfer Of Care In Minutes	Incident Month Name	MU	TOTAL	MINS		
<b>Disposition Destination Name Delivered Transferred To (eDisposition.01): Kaiser Permanente, Roseville Medical Center</b>									
07/09/2024	2024019035	M61		41 July	M61	1	41		
07/12/2024	2024019485	M85		23 July	M85	3	84		
07/22/2024	2024020670	M85		37 July					
07/11/2024	2024019387	M85		24 July					
<b>Disposition Destination Name Delivered Transferred To (eDisposition.01): Marshall Medical Center</b>									
07/15/2024	2024019922	M28		32 July	M17	4	110		
07/03/2024	2024018250	M28		24 July	M25	9	259		
07/03/2024	2024018174	M49		31 July	M28	5	174		
07/12/2024	2024019502	M61		25 July	M49	9	330		
07/20/2024	2024020476	M61		37 July	M61	2	62		
07/18/2024	2024020193	M17		21 July					
07/09/2024	2024019051	M25		22 July					
07/08/2024	2024018918	M25		28 July					
07/24/2024	2024020945	M25		49 July					
07/06/2024	2024018738	M49		20 July					
07/30/2024	2024021554	M25		22 July					
07/10/2024	2024019232	M25		30 July					
07/30/2024	2024021572	M25		26 July					
07/20/2024	2024020427	M28		31 July					
07/24/2024	2024020917	M25		38 July					
07/12/2024	2024019520	M49		45 July					
07/14/2024	2024019697	M49		20 July					
07/10/2024	2024019236	M49		77 July					
07/18/2024	2024020188	M49		43 July					
07/09/2024	2024019050	M28		61 July					
07/28/2024	2024021344	M28		26 July					
07/31/2024	2024021710	M25		21 July					
07/24/2024	2024020916	M49		23 July					
07/16/2024	2024019958	M49		23 July					
07/24/2024	2024020948	M17		27 July					
07/21/2024	2024020590	M17		23 July					
07/16/2024	2024019991	M25		23 July					
07/20/2024	2024020422	M49		48 July					
07/10/2024	2024019244	M17		39 July					
<b>Disposition Destination Name Delivered Transferred To (eDisposition.01): Mercy Hospital of Folsom</b>									
07/21/2024	2024020568	M28		106 July	M17	1	21		
07/27/2024	2024021287	M85		51 July	M25	1	106		
07/30/2024	2024021565	M28		28 July	M28	8	324		
07/25/2024	2024021044	M28		28 July	M49	1	73		
07/29/2024	2024021430	M28		24 July	M85	36	1281		
07/10/2024	2024019290	M85		31 July					
07/03/2024	2024018298	M85		25 July					
07/08/2024	2024018930	M85		78 July					
07/16/2024	2024019944	M85		36 July					
07/18/2024	2024020194	M85		41 July					
07/24/2024	2024020964	M85		39 July					
07/05/2024	2024018569	M85		23 July					
07/03/2024	2024018192	M85		22 July					
07/14/2024	2024019719	M28		48 July					
07/03/2024	2024018237	M85		25 July					
07/23/2024	2024020839	M85		71 July					
07/14/2024	2024019716	M85		74 July					
07/25/2024	2024021057	M85		29 July					
07/30/2024	2024021517	M85		27 July					
07/06/2024	2024018782	M85		42 July					
07/09/2024	2024019158	M85		87 July					
07/13/2024	2024019661	M85		22 July					
07/23/2024	2024020812	M85		47 July					
07/28/2024	2024021398	M85		20 July					
07/10/2024	2024019189	M85		21 July					
07/10/2024	2024019264	M85		24 July					
07/12/2024	2024019524	M28		32 July					
07/23/2024	2024020739	M85		23 July					
07/29/2024	2024021416	M85		25 July					
07/02/2024	2024018084	M85		40 July					
07/31/2024	2024021725	M85		25 July					
07/03/2024	2024018298	M85		25 July					
07/18/2024	2024020186	M85		24 July					
07/09/2024	2024019023	M85		24 July					
07/25/2024	2024021032	M85		43 July					
07/05/2024	2024018540	M85		27 July					
07/08/2024	2024018966	M25		106 July					
07/23/2024	2024020734	M85		21 July					
07/30/2024	2024021555	M85		27 July					
07/23/2024	2024020766	M85		29 July					
07/05/2024	2024018512	M85		32 July					
07/03/2024	2024018257	M85		46 July					
07/09/2024	2024019181	M28		23 July					
07/16/2024	2024020026	M17		21 July					
07/16/2024	2024020045	M28		35 July					
07/27/2024	2024021284	M49		73 July					
07/11/2024	2024019335	M85		35 July					
<b>Disposition Destination Name Delivered Transferred To (eDisposition.01): Mercy San Juan Medical Center</b>									
07/09/2024	2024019058	M85		34 July	M85	1	34		
<b>Disposition Destination Name Delivered Transferred To (eDisposition.01): Sutter Medical Center - Sacramento</b>									
07/19/2024	2024020352	M85		23 July	M85	1	23		
<b>Report Filters</b>									
Incident Date: is between 7/1/2024 and 7/31/2024									
						82 APOT	2922 Min	36.6HRS	1.53 DAYS

## Kaiser Roseville Medical Center July 1, 2023-June 30, 2024 APOT Minutes by Medic Unit



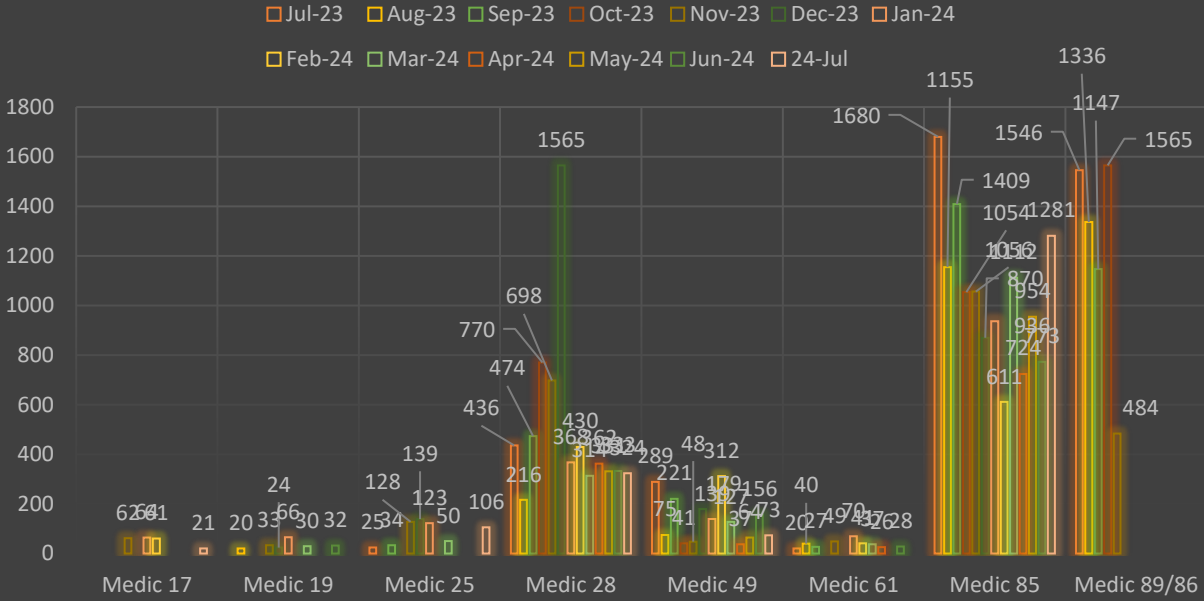
## Kaiser Roseville Medical Center July 1, 2023-June 30, 2024 APOT Incidents by Medic Unit



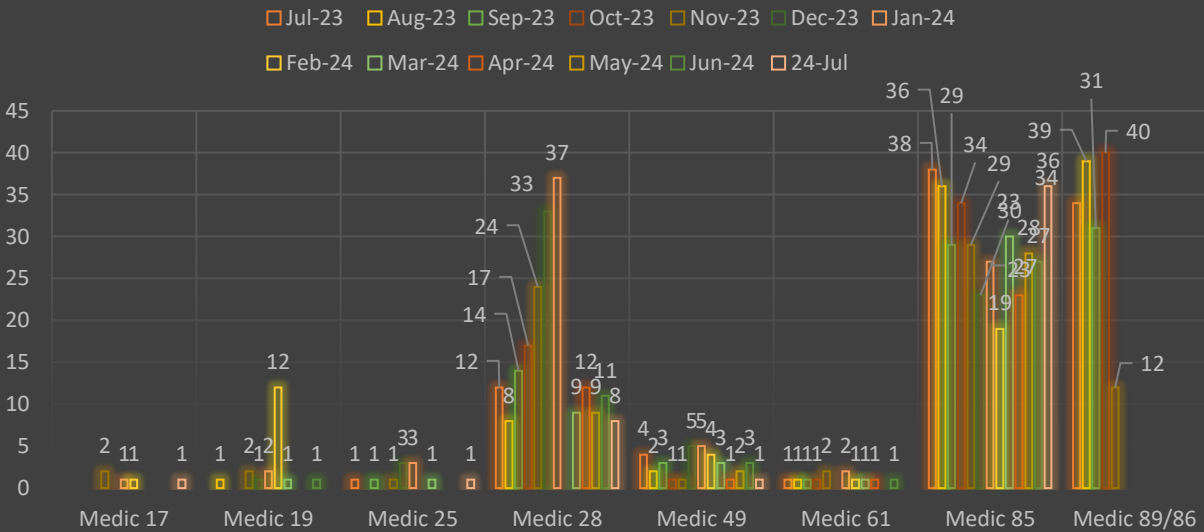




## Mercy Hospital Folsom July 1, 2023-June 30, 2024 APOT Minutes by Medic Unit



## Mercy Hospital Folsom July 1, 2023-June 30, 2024 APOT Incidents by Medic Unit







Unit Hour Usage Total Response-Time per Response (Dispatch to AIQ time)/Total Available Minutes								
	M17	M19	M25	M28	M49	M61	M85	M89/86
<b>December 2022</b>	17,820 mins. .399	17,340 mins. .388	14,700 mins. .329	21,600 mins. .484	0 mins. .000	15,960 mins. .358	18,060 mins. .405	19,020 mins. .426
<b>January 2023</b>	12,491 mins. .280	16,275 mins. .365	14,604 mins. .327	19,652 mins. .440	0 mins. .000	13,042 mins. .292	17,214 mins. .386	19,052 mins. .427
<b>February 2023</b>	11,161 mins. .277	14,654 mins. .363	13,847 mins. .343	17,312 mins. .429	0 mins. .000	13,121 mins. .325	15,901 mins. .394	16,443 mins. .408
<b>March 2023</b>	12,403 mins. .278	12,684 mins. .284	14,808 mins. .332	15,789 mins. .354	5,811 mins. .130	10,474 mins. .235	16,548 mins. .371	15,631 mins. .350
<b>April 2023</b>	8,460 mins. .196	11,160 mins. .258	13,380 mins. .310	13,740 mins. .318	13,320 mins. .308	9,300 mins. .215	16,260 mins. .376	15,180 mins. .351
<b>May 2023</b>	8,343 mins. .187	12,363 mins. .277	14,218 mins. .319	14,780 mins. .331	13,692 mins. .307	10,490 mins. .235	15,735 mins. .352	15,644 mins. .350
<b>June 2023</b>	10,905 mins. .252	10,872 mins. .252	13,855 mins. .321	14,796 mins. .343	12,728 mins. .295	10,013 mins. .232	14,816 mins. .343	14,349 mins. .332
<b>July 2023</b>	12,903 mins. .289	12,235 mins. .274	15,698 mins. .352	16,740 mins. .375	13,346 mins. .299	11,116 mins. .249	14,454 mins. .324	15,357 mins. .344
<b>August 2023</b>	11,493 mins. .257	10,500 mins. .235	12,735 mins. .285	15,217 mins. .341	13,787 mins. .309	8,546 mins. .191	17,621 mins. .395	15,115 mins. .339
<b>September 2023</b>	10,201 mins. .236	9,643 mins. .223	13,562 mins. .314	12,237 mins. .283	11,896 mins. .275	8,017 mins. .186	14,288 mins. .331	14,151 mins. .327
<b>October 2023</b>	11,972 mins. .268	12,935 mins. .289	15,456 mins. .346	15,276 mins. .342	13,643 mins. .305	10,116 mins. .267	15,358 mins. .344	15,182 mins. .340
<b>November 2023</b>	10,600 mins. .245	10,771 mins. .249	11,605 mins. .269	14,104 mins. .325	12,733 mins. .295	7,193 mins. .167	13,969 mins. .323	<b>6,177 mins .143 until 11/14/2023</b>
<b>December 2023</b>	11,975 mins. .268	12,540 mins. .281	15,101 mins. .338	16,983 mins. .380	14,309 mins. .321	10,229 mins. .229	15,662 mins. .350	13,122 Mins. .293

	M17	M19	M25	M28	M49	M61	M85	M89/86
<b>January 2024</b>	10,405 mins. .233	10,746 mins. .241	14,282 mins. .320	15,118 mins. .338	14,230 mins. .318	10,522 mins. .236	12,715 mins. .284	14,318 mins. .320
<b>February 2024</b>	12,006 mins. .288	12,005 mins. .287	14,458 mins. .346	13,996 mins. .335	14,445 mins. .346	9,746 mins. .233	13,073 mins. .313	14,086 mins. .337
<b>March 2024</b>	12,092 mins. .271	12,016 mins. .269	14,299 mins. .320	15,717 mins. .352	13,667 mins. .306	8,746 mins. .196	12,782 mins. .286	13,066 mins. .293
<b>April 2024</b>	12,403 mins. .287	12,538 mins. .290	12,579 mins. .295	15,842 mins. .367	12,359 mins. .286	9,272 mins. .214	14,804 mins. .343	14,536 mins. .336
<b>May 2024</b>	14,116 mins. .316	12,812 mins. .287	13,882 mins. .311	16,481 mins. .369	15,215 mins. .341	11,346 mins. .254	14,847 mins. .333	15,983 mins. .313
<b>June 2024</b>	13,560 mins. .314	13,560 mins. .314	14,160 mins. .328	16,440 mins. .381	13,680 mins. .317	9,780 mins. .226	14,760 mins. .342	14,460 mins. .335
<b>July 2024</b>	13,877 mins. .311	13,064 mins. .293	15,097 mins. .337	17,067 mins. .382	15,333 mins. .343	10,731 mins. .240	14,365 mins. .322	14,196 mins. .318

<b>Unit Hour Usage: Total Incidents-Time per Incident (Dispatch to AIQ time)/Total Available Minutes</b>								
	M17	M19	M25	M28	M49	M61	M85	M89/86
<b>December 2022</b>	10,969 mins. .246	8,816 mins. .197	12,722 mins. .285	16,873 mins. .378	0 mins. .000	11,268 mins. .252	16,392 mins. .367	18,142 mins. .406
<b>January 2023</b>	10,267 mins. .230	9,939 mins. .223	13,155 mins. .295	15,818 mins. .354	0 mins. .000	7,813 mins. .175	15,501 mins. .347	18,696 mins. .419
<b>February 2023</b>	9,779 mins. .243	9,256 mins. .230	12,374 mins. .307	14,540 mins. .361	0 mins. .000	9,180 mins. .228	13,080 mins. .324	15,563 mins. .386
<b>March 2023</b>	11,026 mins. .247	7,936 mins. .178	13,387 mins. .300	12,955 mins. .290	4,917 mins. .110	8,645 mins. .194	15,593 mins. .349	14,944 mins. .335
<b>April 2023</b>	7,927 mins. .183	5,890 mins. .136	12,521 mins. .290	11,502 mins. .266	11,330 mins. .262	7,495 mins. .173	15,303 mins. .354	14,796 mins. .343
<b>May 2023</b>	7,854 mins. .176	7,162 mins. .160	12,205 mins. .273	12,765 mins. .286	11,605 mins. .260	8,628 mins. .193	15,197 mins. .340	15,032 mins. .337

<b>June 2023</b>	7,966 mins. .184	5,100 mins. .118	11,234 mins. .260	10,303 mins. .238	10,073 mins. .233	7,154 mins. .166	12,047 mins. .279	11,401 mins. .264
<b>July 2023</b>	9,066 mins. .203	7,609 mins. .170	14,281 mins. .320	14,429 mins. .323	12,005 mins. .269	9,807 mins. .220	13,687 mins. .307	14,818 mins. .332
<b>August 2023</b>	7,992 mins. .179	6,111 mins. .137	12,095 mins. .271	12,588 mins. .282	11,996 mins. .269	7,110 mins. .159	17,110 mins. .383	14,659 mins. .328
<b>September 2023</b>	7,607 mins. .176	5,605 mins. .130	12,304 mins. .245	11,482 mins. .266	10,901 mins. .252	6,705 mins. .155	13,433 mins. .311	13,793 mins. .319
<b>October 2023</b>	7,234 mins. .162	7,985 mins. .178	13,939 mins. .312	12,987 mins. .290	12,191 mins. .273	8,591 mins. .192	14,895 mins. .334	15,035 mins. .337
<b>November 2023</b>	7,086 mins .164	6,631 mins .153	10,592 mins .245	12,801 mins .296	12,089 mins .280	5,954 mins .138	13,459 mins .312	<b>6,056 mins .140 Until 11/14/2023</b>
<b>December 2023</b>	7,768 mins .174	7,351 mins .165	13,934 mins .312	15,144 mins .339	12,915 mins .289	8,115 mins .182	15,268 mins .342	12,755 Mins .286
	<b>M17</b>	<b>M19</b>	<b>M25</b>	<b>M28</b>	<b>M49</b>	<b>M61</b>	<b>M85</b>	<b>M86</b>
<b>January 2024</b>	5,970 Mins .134	5,623 Mins .126	12,994 Mins .291	13,388 Mins <b>.300</b>	13,598 Mins <b>.305</b>	8,641 Mins .194	12,329 Mins .276	14,069 Mins <b>.315</b>
<b>February 2024</b>	7,195 mins. .172	5,634 mins. .135	12,902 mins. <b>.309</b>	12,173 mins. .291	12,860 mins. <b>.308</b>	8,115 mins. .194	12,767 mins. <b>.306</b>	14,040 mins. <b>.336</b>
<b>March 2024</b>	6,519 mins. .146	7,034 mins. .158	13,214 mins. .296	13,658 mins. <b>.306</b>	12,556 mins. .281	6,829 mins. .153	12,314 mins. .276	12,893 mins. .289
<b>April 2024</b>	6,442 mins. .147	5,813 mins. .135	11,254 mins. .260	13,585 mins. <b>.314</b>	11,005 mins. .255	6,963 mins. .161	13,906 mins. <b>.322</b>	14,347 mins. <b>.332</b>
<b>May 2024</b>	8,636 mins. .193	7,468 mins. .167	12,583 mins. .282	14,114 mins. <b>.316</b>	13,931 mins. <b>.312</b>	8,732 mins. .196	14,500 mins. <b>.325</b>	15,694 mins. <b>.352</b>
<b>June 2024</b>	8,335 mins. .193	7,310 mins. .169	13,056 mins. <b>.302</b>	14,363 mins. <b>.332</b>	12,486 mins. .289	7,417 mins. .172	13,950 mins. <b>.323</b>	14,165 mins. <b>.328</b>
<b>July 2024</b>	8,396 mins. .188	7,342 mins .164	13,757 mins. <b>.308</b>	15,205 mins. <b>.341</b>	14,681 mins. <b>.329</b>	8,879 mins. .199	14,019 mins. <b>0.314</b>	14,028 mins. <b>.314</b>

Unit Hour Usage: Total Medical Response-Time per Response (Dispatch to AIQ time)/Total Available Mins.								
<b>December 2022</b>	10,936 mins. .245	8,524 mins. .191	12,575 mins. .282	16,259 mins. .364	0 mins. .000	11,206 mins. .251	16,272 mins. .365	18,079 mins. .405
<b>January 2023</b>	10,041 mins. .225	9,816 mins. .220	13,028 mins. .292	15,636 mins. .350	0 mins. .000	7,548 mins. .169	15,448 mins. .346	18,465 mins. .414
<b>February 2023</b>	9,657 mins. .240	8,973 mins. .222	12,350 mins. .306	14,480 mins. .359	0 mins. .000	8,706 mins. .216	13,078 mins. .324	15,373 mins. .381
<b>March 2023</b>	10,646 mins. .238	7,870 mins. .176	13,262 mins. .297	12,790 mins. .287	4,759 mins. .107	8,378 mins. .188	15,235 mins. .341	14,885 mins. .333
<b>April 2023</b>	7,798 mins. .181	5,806 mins. .134	12,276 mins. .284	11,472 mins. .266	11,307 mins. .262	7,236 mins. .168	15,290 mins. .354	14,410 mins. .334
<b>May 2023</b>	7,719 mins. .173	6,950 mins. .156	12,092 mins. .271	12,648 mins. .283	11,464 mins. .257	8,295 mins. .186	15,197 mins. .340	14,843 mins. .333
<b>June 2023</b>	7,859 mins. .182	5,000 mins. .116	10,949 mins. .253	10,250 mins. .237	9,697 mins. .224	6,811 mins. .158	11,882 mins. .275	11,335 mins. .262
<b>July 2023</b>	8,944 mins. .200	6,859 mins. .154	13,909 mins. .312	14,108 mins. .316	11,827 mins. .265	9,328 mins. .209	13,472 mins. .302	14,522 mins. .325
<b>August 2023</b>	7,976 mins. .179	5,886 mins. .132	11,639 mins. .261	12,168 mins. .273	11,672 mins. .261	6,898 mins. .155	16,860 mins. .378	14,499 mins. .325
<b>September 2023</b>	7,278 mins. .168	5,522 mins. .128	12,231 mins. .283	11,406 mins. .264	10,613 mins. .246	6,525 mins. .151	13,324 mins. .308	13,669 mins. .316
<b>October 2023</b>	7,177 mins. .160	7,934 mins. .177	13,732 mins. .307	12,796 mins. .286	12,047 mins. .269	8,565 mins. .191	14,772 mins. .330	15,006 mins. .336
<b>November 2023</b>	7,072 mins .163	6,543 mins .151	10,464 mins .242	12,536 mins .290	11,982 mins .277	5,897 mins .137	13,436 mins .311	<b>5,985 mins .139 until 11/14/2023</b>
<b>December 2023</b>	7,751 mins .174	7,226 mins .162	13,698 mins .307	14,962 mins .335	12,888 mins .289	7,898 mins .177	15,101 mins .338	12,608 mins .282



	M17	M19	M25	M28	M49	M61	M85	M89
<b>January 2024</b>	5,597 Mins .133	5,602 Mins .125	12,880 Mins .289	13,246 Mins .297	13,589 Mins <b>.304</b>	8,324 Mins .186	12,266 Mins .275	14,045 Mins <b>.315</b>
<b>February 2024</b>	7,118 mins. .170	5,560 mins. .133	12,774 mins. <b>.306</b>	12,108 mins. .290	12,810 mins. <b>.307</b>	8,074 mins. .193	12,692 mins. <b>.304</b>	14,019 mins. <b>.336</b>
<b>March 2024</b>	6,472 mins. .145	6,898 mins. .155	13,093 mins. .293	13,629 mins. <b>.305</b>	12,535 mins. .281	6,738 mins. .151	12,274 mins. .275	12,772 mins. .286
<b>April 2024</b>	6,385 mins. .148	5,783 mins. .134	11,223 mins. .260	13,574 mins. <b>.314</b>	10,985 mins. .254	6,892 mins. .160	13,812 mins. <b>.320</b>	14,298 mins. <b>.331</b>
<b>May 2024</b>	8,366 mins. .187	7,416 mins. .166	12,576 mins. .282	13,876 mins. <b>.311</b>	13,729 mins. <b>.308</b>	8,294 mins. .186	14,402 mins. <b>.323</b>	15,618 mins. <b>.350</b>
<b>June 2024</b>	8,170 mins. .189	6,524 mins. .160	12,949 mins. <b>.300</b>	13,855 mins. <b>.321</b>	12,367 mins. .286	7,067 mins. .164	13,895 mins. <b>.322</b>	14,049 mins. <b>.325</b>
<b>July 2024</b>	7,988 mins. .179	6,948 mins. .156	13,142 mins. .294	15,035 mins. <b>.337</b>	13,995 mins. <b>.314</b>	8,672 mins. .194	13,769 mins. <b>.308</b>	13,776 mins. <b>.309</b>

<b>Unit Hour Usage: Total Transports- Time per Transport (Dispatch to AIQ time)/Total Available Minutes</b>								
<b>December 2022</b>	9,775 mins. .219	6,787 mins. .152	10,296 mins. .231	14,085 mins. .316	0 mins. .000	10,149 mins. .227	14,255 mins. .319	16,326 mins. .366
<b>January 2023</b>	8,077 mins. .181	7,979 mins. .179	10,882 mins. .244	13,491 mins. .302	0 mins. .000	6,240 mins. .140	13,199 mins. .296	15,936 mins. .357
<b>February 2023</b>	8,276 mins. .205	7,707 mins. .191	10,136 mins. .251	12,646 mins. .314	0 mins. .000	7,575 mins. .188	11,537 mins. .286	13,552 mins. .336
<b>March 2023</b>	8,805 mins. .197	6,474 mins. .145	11,132 mins. .249	10,826 mins. .243	4,259 mins. .095	6,576 mins. .147	13,911 mins. .312	13,456 mins. .301
<b>April 2023</b>	6,360 mins. .147	5,023 mins. .116	10,686 mins. .247	10,337 mins. .239	9,762 mins. .226	6,644 mins. .154	13,927 mins. .322	13,280 mins. .307
<b>May 2023</b>	6,604 mins. .148	5,680 mins. .127	10,651 mins. .239	11,397 mins. .255	10,303 mins. .231	7,261 mins. .163	13,206 mins. .296	13,422 mins. .301

<b>June 2023</b>	6,990 mins. .162	3,969 mins. .092	9,770 mins. .226	9,206 mins. .213	8,643 mins. .200	5,613 mins. .130	10,841 mins. .251	11,119 mins. .257
<b>July 2023</b>	7,605 mins. .170	6,160 mins. .138	11,657 mins. .261	12,855 mins. .288	10,606 mins. .238	7,648 mins. .171	11,840 mins. .265	13,222 mins. .296
<b>August 2023</b>	6,984 mins. .156	4,927 mins. .110	10,450 mins. .234	10,609 mins. .238	10,149 mins. .227	5,988 mins. .134	14,804 mins. .332	12,803 mins. .287
<b>September 2023</b>	6,277 mins. .145	4,669 mins. .108	11,032 mins. .255	9,727 mins. .225	9,289 mins. .215	5,531 mins. .128	11,485 mins. .266	12,297 mins. .285
<b>October 2023</b>	6,005 mins. .135	6,888 mins. .154	12,103 mins. .271	11,225 mins. .251	10,309 mins. .230	7,229 mins. .162	12,933 mins. .290	13,731 mins. .308
<b>November 2023</b>	6,408 mins .148	5,213 mins .121	8,990 mins .208	11,646 mins .270	10,926 mins .253	4,491 mins .104	11,900 mins .275	<b>5,327 mins .123 until 11/14/2024</b>
<b>December 2023</b>	6,255 mins .140	6,387 mins .143	12,269 mins .275	13,480 mins .302	11,689 mins .262	6,559 mins .147	13,178 mins .295	7,146 mins .160
	<b>M17</b>	<b>M19</b>	<b>M25</b>	<b>M28</b>	<b>M49</b>	<b>M61</b>	<b>M85</b>	<b>M89</b>
<b>January 2024</b>	5206 Mins .117	4713 Mins .106	10,986 Mins .246	12,089 Mins .271	12,266 Mins .275	6975 Mins .156	10,415 Mins .233	12,467 Mins .279
<b>February 2024</b>	5,790 mins. .138	5,051 mins. .121	11,904 mins. .285	11,032 mins. .264	11,552 mins. .277	6,928 mins. .166	11,161 mins. .278	12,356 mins. .296
<b>March 2024</b>	5,714 mins. .128	6,262 mins. .140	11,683 mins. .262	12,104 mins. .271	11,321 mins. .254	5,899 mins. .132	10,740 mins. .241	11,950 mins. .268
<b>April 2024</b>	5,556 mins. .129	5,065 mins. .117	10,223 mins. .237	12,253 mins. .284	9,850 mins. .228	5,647 mins. .131	12,926 mins. .299	13,064 mins. <b>.302</b>
<b>May 2024</b>	6,738 mins. .151	5,974 mins. .134	11,070 mins. .248	12,314 mins. .276	12,130 mins. .272	7,027 mins. .157	12,766 mins. .286	13,337 mins. .299
<b>June 2024</b>	7,208 mins. .167	6,151 mins. .142	11,547 mins. .267	12,017 mins. .278	11,015 mins. .255	5,358 mins. .124	12,283 mins. .284	12,726 mins. .295
<b>July 2024</b>	6,759 mins. .151	5,875 mins. .132	11,633 mins. .261	13,679 mins <b>.306</b>	12,853 mins. .288	6,729 mins. .151	12,229 mins. .274	11,771 mins. .264

**Unit Hour Utilization- Total # Transports/Total Available Hours (month days x 24 hrs.=total hrs.)**

**Contractual Requirement of .400**

	<b>M17</b>	<b>M19</b>	<b>M25</b>	<b>M28</b>	<b>M49</b>	<b>M61</b>	<b>M85</b>	<b>M89/86</b>
<b>December 2022</b>	115 .155	80 .108	199 .267	188 .253	0 .000	88 .118	168 .226	184 .247
<b>January 2023</b>	101 .136	94 .126	186 .250	168 .226	0 .000	67 .090	152 .204	172 .231
<b>February 2023</b>	107 .159	90 .134	179 .266	166 .247	0 .000	72 .107	136 .202	165 .246
<b>March 2023</b>	100 .134	77 .103	189 .254	139 .187	66 .089	60 .081	149 .200	159 .214
<b>April 2023</b>	94 .131	63 .088	187 .260	119 .165	144 .200	62 .086	152 .211	143 .199
<b>May 2023</b>	80 .108	60 .081	191 .257	130 .175	155 .208	65 .087	159 .214	154 .207
<b>June 2023</b>	97 .135	57 .079	181 .251	131 .182	144 .200	61 .085	145 .201	128 .178
<b>July 2023</b>	92 .124	76 .102	181 .243	139 .187	159 .214	71 .095	133 .179	145 .195
<b>August 2023</b>	87 .117	62 .083	189 .254	117 .157	143 .192	55 .074	162 .218	142 .191
<b>September 2023</b>	83 .115	56 .078	182 .253	122 .169	135 .188	50 .069	128 .178	136 .189
<b>October 2023</b>	85 .114	90 .120	213 .286	139 .187	158 .212	70 .094	130 .174	161 .216
<b>November 2023</b>	89 .124	68 .094	161 .224	141 .196	172 .239	44 .061	139 .193	<b>94 .131?</b>
<b>December 2023</b>	92 .124	75 .101	225 .302	164 .220	188 .253	66 .089	141 .190	<b>116 .156?</b>
	<b>M17</b>	<b>M19</b>	<b>M25</b>	<b>M28</b>	<b>M49</b>	<b>M61</b>	<b>M85</b>	<b>M86</b>
<b>January 2024</b>	77 .103	69 .092	223 .299	158 .212	192 .258	69 .093	126 .169	129 .173
<b>February 2024</b>	80 .115	65 .093	218 <b>.313</b>	143 .205	165 .237	65 .093	127 .182	129 .185
<b>March 2024</b>	82 .110	77 .104	214 .288	156 .210	174 .234	55 .074	124 .167	132 .177
<b>April 2024</b>	80 .111	74 .103	196 .272	157 .218	162 .225	54 .075	135 .188	121 .168
<b>May 2024</b>	89 .120	76 .102	202 .272	150 .202	178 .239	69 .093	145 .195	140 .188
<b>June 2024</b>	100 .138	76 .106	203 .282	152 .211	164 .228	49 .068	148 .206	135 .188
<b>July 2024</b>	89 .120	72 .100	198 .266	171 .230	187 .251	61 .081	139 .187	130 .175



	M17	M19	M25	M28	M49	M61	M85	M86
<b>January 2024</b>	205 .275	208 .280	347 <b>.466</b>	237 <b>.318</b>	279 <b>.375</b>	167 .224	237 <b>.319</b>	192 .258
<b>February 2024</b>	227 <b>.326</b>	201 .288	297 <b>.427</b>	231 <b>.332</b>	252 <b>.362</b>	151 .217	202 .290	194 .278
<b>March 2024</b>	210 .282	214 .287	307 <b>.413</b>	256 <b>.344</b>	264 <b>.355</b>	132 .177	221 .297	171 .230
<b>April 2024</b>	221 <b>.307</b>	217 <b>.301</b>	276 <b>.383</b>	259 <b>.360</b>	253 <b>.351</b>	147 .204	209 .290	177 .246
<b>May 2024</b>	237 <b>.319</b>	234 <b>.315</b>	296 <b>.398</b>	264 <b>.355</b>	281 <b>.378</b>	180 .242	228 <b>.306</b>	226 <b>.303</b>
<b>June 2024</b>	248 <b>.344</b>	241 <b>.334</b>	304 <b>.422</b>	272 <b>.378</b>	268 <b>.372</b>	153 .213	247 <b>.343</b>	211 .293
<b>July 2024</b>	217 .291	196 .263	316 <b>.425</b>	279 <b>.375</b>	279 <b>.375</b>	151 .203	223 <b>.300</b>	209 .281

*\*Data pulled from CAD Medic Unit Utilization Report & ImageTrend (Total # Transports)*

**EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY (JPA)**

**SERVICE AGREEMENT**

**with**

**CRISTY JORGENSEN**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between El Dorado County Emergency Services Authority, hereinafter referred to as "JPA," and Cristy Jorgensen, hereinafter referred to as "CONTRACTOR".

**RECITALS**

WHEREAS, the JPA has determined that it requires the services described herein, and for this purpose desires to contract with CONTRACTOR; and

WHEREAS, CONTRACTOR has represented to the JPA that CONTRACTOR possesses the necessary skills and qualifications required to perform the services;

NOW THEREFORE, for an in consideration of the mutual promises and covenants hereinafter contained, the Parties agree as follows:

**AGREEMENT**

1. **DESCRIPTION OF SERVICES.** CONTRACTOR will provide the services described in Attachment "A" entitled "Description of Project/Scope of Work" attached hereto and incorporated herein by this reference as is set forth in full.

It is understood by JPA and CONTRACTOR that it may be necessary, in connection with this agreement, for CONTRACTOR to perform or secure the performance of related services other than those set forth in Attachment "A". In such instance, CONTRACTOR shall advise JPA in advance and in writing, of the need for such additional services, the anticipated cost and the estimated time required to perform services (if appropriate). CONTRACTOR shall not proceed to perform any such additional service until JPA has determined that such service is beyond the scope of the basic services to be provided by CONTRACTOR, is required, and has given its written authorization to perform or obtain service. Each additional service so authorized shall constitute an amendment to this Agreement, shall be identified and sequentially numbered as "Additional Consulting Service Number 1" and so forth, shall be subject to all provisions of this Agreement, and shall be attached to Attachment "A".

- JPA may, upon a minimum of ten (10) days written notice, modify the scope of basic services to be provided under this Agreement. CONTRACTOR shall, upon receipt of said notice, determine the impact on both time and compensation of

such changes in scope and notify JPA in writing. Upon agreement between JPA and CONTRACTOR as to the extent of said impacts on time and compensation, an amendment to this Agreement shall be prepared describing such changes. Execution of the amendment by JPA and CONTRACTOR shall constitute the CONTRACTOR's notice to proceed with the changed scope.

- 2. PAYMENT FOR SERVICES.** The JPA will be responsible for paying for all work performed as described in Attachment "A". Payment for services will be based off the rates listed in Attachment "A".

CONTRACTOR shall submit invoice(s) to the JPA for compensation incurred from this agreement monthly. JPA shall pay to CONTRACTOR from such invoice(s) within thirty (30) days after receipt of the invoice. CONTRACTOR shall maintain complete and accurate accounting records, in a form in accordance with sound accounting practices, to substantiate the invoice hereunder. Such records shall include bills, invoices, and job summaries. CONTRACTOR shall retain such records for three years from the date of invoice payment under this Agreement. JPA shall have access to such records for purposes of audit during normal business hours during the Term and during the period in which CONTRACTOR is required to maintain such records as herein provided.

- 3. NOTICE TO PROCEED; PROGRESS; COMPLETION.** JPA shall provide CONTRACTOR with a notice to proceed as soon as the JPA desires the work to commence. Such notice may authorize CONTRACTOR to render all the services contemplated herein, or such portions or phases as may be mutually agreed upon. In the latter event, JPA shall, in its sole discretion, issue subsequent notices from time to time regarding further portions or phases of the work. Upon receipt of such notices, CONTRACTOR shall diligently proceed with the work authorized and complete it within the agreed time period.

#### **4. TERM/TERMINATION**

The term of this Agreement shall commence upon execution of Agreement and shall be valid for a period of six (6) calendar months from the date of Agreement execution. This Agreement may be terminated earlier by either party with or without cause and for any or no reason upon thirty (30) days written notice to the other party. CONTRACTOR's and JPA's obligations under paragraph six (6) as stated below shall survive the termination of this Agreement.

#### **5. RELATIONSHIP OF PARTIES**

- a. STATUS.** It is the express intention of the Parties that CONTRACTOR is an independent contractor and not an employee, agent, or representative of the JPA. Nothing in this Agreement shall be interpreted or construed as creating or establishing a relationship of employer/employee between the JPA and CONTRACTOR or between the JPA and any employee or agency of CONTRACTOR. Both Parties acknowledge that CONTRACTOR is not an employee for state or federal tax purposes, and as such, JPA shall not withhold

income or employment taxes from the compensation paid to CONTRACTOR under this Agreement.

- b. OTHER SERVICE RECIPIENTS.** The JPA understands and acknowledges that CONTRACTOR retains the right to perform services for others during the term of this Agreement.
- c. MATERIALS.** CONTRACTOR shall furnish all equipment that may be required to perform the service under this Agreement with the exception of items specifically listed under Attachment "A".
- d. NO BENEFITS.** CONTRACTOR shall not have any claim under this Agreement or otherwise against JPA for vacation pay, sick leave, retirement benefits, social security, workers compensation, disability or unemployment benefits, or any other employee benefits.
- e. ABSENCE OF JPA CONTROL OVER METHODS.** JPA shall not have nor exercise any control or direction over the methods by which CONTRACTOR shall perform the work and functions called for under this Agreement. The sole interest of JPA is to ensure that the services are performed by the CONTRACTOR pursuant to this Agreement and are performed and rendered in a competent, professional, and satisfactory manner.
- f. CONTROL AND PAYMENT OF SUBORDINATES.** The services provided under this Agreement shall be performed by CONTRACTOR or under CONTRACTOR's supervision. Any additional personnel assisting in performing services under this Agreement on behalf of CONTRACTOR shall always be under CONTRACTOR's exclusive direction and control. CONTRACTOR shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of services under this Agreement and as required by law. CONTRACTOR shall be responsible for all reports and obligations with respect to such additional personnel, including, but not limited to social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers compensation insurance. CONTRACTOR shall not subcontract or otherwise assign any portion of the work to be performed under this Agreement without the prior written approval of JPA. In no event shall CONTRACTOR subcontract for work in excess of the amounts shown in Attachment "A". Specialized services are those items not ordinarily furnished by a CONTRACTOR performing the particular type of study. All subcontracts shall be subject to the provisions contained in this contract between JPA and CONTRACTOR.
- g. INDEMNITY.** In the event that CONTRACTOR's services, as provided under this Agreement, are found by any state or federal agency to be those of an employee rather than an independent contractor, CONTRACTOR shall indemnify JPA, its officers, officials, employees and agency, and hold them harmless for all damages, costs, and/or taxes imposed upon JPA pursuant to the Internal Revenue Code or other state or federal taxing laws, including, but not limited to, any penalties and interest which JPA may be assessed by such state or federal agency for failing to withhold, from the compensation paid to CONTRACTOR under this Agreement, any amount which may have been required to be withheld by law.



- 6. CONFIDENTIALITY.** JPA may need to disclose to CONTRACTOR certain confidential information. Except as specifically required by the duties under this Agreement, CONTRACTOR will not at any time or in any manner, either directly or indirectly, use for personal benefit of CONTRACTOR, divulge, disclose, lecture upon, disseminate, publish, or communicate in any manner any Confidential Information without JPA's prior written consent. CONTRACTOR will protect such information and treat it as strictly confidential. This provision shall continue to be effective after the termination of this Agreement.
- 7. ENTIRE AGREEMENT.** This Agreement represents the final agreement of the Parties and supersedes any and all agreements, either oral or written, between the Parties thereto with respect to the rendering of services by CONTRACTOR and contains all the covenants and agreements between the Parties with respect to the rendering of such services in any manner whatsoever.
- 8. NO ASSIGNMENT.** Neither this Agreement, nor any right, privilege or obligation of CONTRACTOR hereunder shall be assigned or transferred without the prior written consent of the JPA. Any attempt at assignment or transfer in violation of this provision shall, at the option of the JPA, be null and void and may be considered a material breach of this Agreement.
- 9. SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
- 10. INDEMNITY.** CONTRACTOR shall indemnify and hold harmless the JPA, its officers, employees, and agency, and each and every one of them, from and against all actions, damages, cost, liability, claims, losses, judgments, penalties and expense of every type and description, including but not limited to, any attorney's fees, litigation expenses, and costs reasonably incurred by JPA's staff attorneys or outside attorneys, including those incurred in enforcing this provision (hereafter collectively referred to as "liabilities"), to which any of all of them may be subjected, as a direct or indirect result of any act or omission of CONTRACTOR, its officers, employees, subconsultants, subcontractors or agency in connection with the performance or nonperformance of this Agreement, whether or not such liabilities are litigated, settled or reduced to judgment. CONTRACTOR shall, upon JPA's request, defend at CONTRACTOR's sole cost any action, claim or suit which asserts or alleges any such liabilities whether well founded or not and whether such action, claim or suit also asserts or alleges negligent or wrongful conduct by JPA, its officers, employees or agency. If a final decision or judgement allocated liability by determining that any portion of damages awarded is attributable solely to the JPA's active negligence or willful misconduct, JPA shall pay the portion of damages which is allocated to the JPA's active negligence or willful misconduct. As used herein, the phrase "active negligence or willful misconduct" shall not include any negligent act or omission by JPA, its officers, employees, or agency occurring in connection with or

related to the review, approval, supervision or acceptance of any service or work product performed or provided by CONTRACTOR.

The CONTRACTOR's obligation to defend and indemnify shall not be excused because of the CONTRACTOR's inability to evaluate liability or because the CONTRACTOR evaluates liability and determines that the CONTRACTOR is not liable to the claimant. The CONTRACTOR will respond within 30 days to the tender of any claim for defense and indemnity by the JPA, unless this time has been extended by the JPA. If the CONTRACTOR fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the CONTRACTOR under and by virtue of the contract as shall reasonably be considered necessary by the JPA, may be retained by the JPA until disposition has been made of the claim or suit for damages, or until the CONTRACTOR accepts or rejects the tender of defense, whichever occurs first.

With respect to third party claims against the CONTRACTOR, the CONTRACTOR waives any and all rights of any type to express or implied indemnity against the JPA and/or its authorized sub-contracting fire districts, its directors, officers, employees, or agents (excluding agents who are design professionals).

- 11. COMPLIANCE WITH LAWS, RULES, REGULATIONS.** All services performed by CONTRACTOR pursuant to this Agreement shall be performed in accordance and full compliance with professional standards regarding the interpretation of all applicable and non-conflicting Federal, State, City or Local statutes, and any rules or regulations promulgated thereunder, as interpreted by the appropriate enforcement agency at the time of performance of this project.
- 12. EFFECT OF WAIVER.** The failure of either Party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other Party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.
- 13. JURISDICTION.** Except as otherwise specifically provided, this Agreement shall be administered and interpreted under the laws of the State of California and the County of El Dorado. Jurisdiction of litigation arising from this Agreement shall be in that State and County. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the Agreement shall be in full force and effect.
- 14. NOTICES.** Any notices required to be given pursuant to this Agreement shall be deemed to have been given by their deposit via email or via postage prepaid, in the United States Postal Service, addressed to the parties as follows:

a. To JPA:

Bill Sugiyama  
Executive Director  
480 Locust Road  
Diamond Springs, CA 95619

[bsugiyama@edcipa.org](mailto:bsugiyama@edcipa.org)

b. To CONTRACTOR:           Cristy Jorgensen  
                                      5012 Kenneth Ave.  
                                      Carmichael, CA 95608  
                                      [firevideomom@gmail.com](mailto:firevideomom@gmail.com)

Nothing hereinabove shall prevent either JPA or CONTRACTOR from personally delivering any such notices to the other.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement the day and year first above written.

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

CRISTY JORGENSEN

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Cristy Jorgensen  
5012 Kenneth Ave.  
Carmicheal, CA 95608  
[firevideomom@gmail.com](mailto:firevideomom@gmail.com)  
(916) 662-4863

Service Agreement  
Cristy Jorgensen  
And  
El Dorado County Emergency Services Authority (JPA)  
Attachment "A"

Services:

Consultant will provide EMS and Ambulance Transport related consulting services specific to the operations of the El Dorado County Emergency Services Authority which may include but is not limited to:

- Review of industry standards and agency specific best practices.
- Provide context and recommendations on JPA related business practices.
- Assist with development and implementation of system improvements and enhancements.

Cost:

Flat labor rate of \$2,000 per month for Contractor services.