FEBRUARY 08, 2012
BOARD OF DIRECTORS' MEETING
DIAMOND SPRINGS / EL DORADO FIRE PROTECTION DISTRICT

PLACE: DIAMOND SPRINGS FIRE STATION
501 MAIN STREET
DIAMOND SPRINGS, CA 95667

Board of Directors' Meeting called to order at 7:10P.M. by President, Charles Hoff.

ROLL CALL: **PRESENT:**

Bill Flynn
Pat Williams
Terry Tawney
Pat Dwyer
Chief Robert Combs (in transition)
Chief Todd Cunningham
Charles Hoff

ABSENT

Captain Ken Earle

A quorum is present.

FLAG SALUTE:

Flag salute was lead by Chief Cunningham.

ADOPT AGENDA:

NEW BUSINESS item #1 **Cal PERS Actuarial Valuation(s)** - to be pull as no actuarial received yet.
CLOSED SESSION: Asst. Chief Combs making a presentation and employee issues to be presented.
Motion made by Pat Williams to adopt the agenda as amended. Motion seconded by Pat Dwyer. Motion carried.

MINUTES:

Minutes of the January 11, 2011 Board of Directors Meeting read. Motion made by Pat Williams to approve the Minutes as presented. Motion seconded by Terry Tawney. Motion carried.

OPEN FORUM: For public testimony

Public hearing open to the public at 7:14 PM. No public comment at this time.

CORRESPONDENCE:

1. Letter received from the Chiefs' Association included in the Board packets in response to aid to fires. Discussed by Chief Combs. Law Enforcement and the Fire Chiefs to go together to the Board of Supervisors to resolve the short falls. We have gone to go to the Board of Supervisors regarding the Capital Improvement Plan. There is no indication of any additional movement.
2. Letter received from Miriam Norham praising the brave performance of the fire crew which save their home from total destruction. There was a quick response with no one injured. She states that all were heroes that night and the follow-up was impressive. The firefighters cleaned up all the mess and offered help/assistance post-fire. The Mountain Democrat published an article about the fire.
3. Thank You card received for responding to a smoking ballast.

CONSENT ITEMS:

1. **District Bills:**
   Discussion held on the following bills as follows:
   U S Bank Corp ›
   Panda Express / Placerville Brewing / Safeway / Zac Jack: Gift cards – Awards for the Installation Dinner.
   Home Depot: prep work for stucco, etc.
   Sears: Air compressor

DSEDFFA› H & S Professional Services is an outstanding liability to be paid by the Association-billed back.

DSEDFPD› Actuarial expenses pre-paid.

Motion made by Bill Flynn to approve the District bills as submitted for a total of $30,404.63. Motion seconded by Pat Williams. Motion carried.

2. **JPA Bills:**

Discussion held on the following bills as follows:

Chief Cunningham discussed the DSED for payment of the OPED Distribution, charged and budgeted form. This should be paid from the JPA Administration Ambulance Fund, is a funding error and is to be corrected by Journal entry. There will be a transfer from the Ambulance Budget to the District to correct the error. The JPA reimburses us for the bills we pay for the JPA so they are paid punctually. Chief Cunningham explained the process further.

Motion made by Terry Tawney to approve the JPA bills as submitted for a total of $12,546.53. Motion seconded by Bill Flynn. Motion carried

CHIEF'S REPORT: Chief's report given by Chief Robert Combs.

1. **Revenue:** Revenue sheets handed out and discussed. Class 30 over expended due to overtime and injury. Class 40 is in good shape. Structures and Improvements discussed including the draws. The Firefighters' Assoc. will be issuing the 3 draws upon completion of the work. Unintended repairs are being done. In-service Food is over budget, was used to feed the firefighters when they are out late due to fire, etc. A meal program was created for the Volunteers when they are here on duty/training. We are tracking the cost per meal. Clothing - 40/20 clothing; 40/21 protective clothing; Uniform allowance explained and discussed by Chief Combs. The replacement program discussed for turnouts (40/21). We need to come up to standard on wildland clothing, etc. Equipment testing explained, i.e., SCBA's including testing, etc. Budget Implementation Plan was discussed and explained. We are delaying large expenditures to the end of the fiscal year and possibly some of the items budgeted for will not be purchases. Financing explained regarding large purchases. JPA Spreadsheet - Overtime is at 8% due to injuries. Errors in the spread sheets found and will correct the percentages; 4160 also shows a negative percentage. Chief Combs discussed hiring a bookkeeper to reconcile the audits monthly to make sure the County is processing funds correctly. Teetering - The County charges for Teetering/borrowing from the County. We only teetered one month this year, $3,119.40 negative expended. Property taxes are coming in as projected. No negativity on interest for the entire year. Good cash flow.
2. **Assistant Chief's Position:** Testing has concluded and an offer was accepted and will be transitioning to the Asst. Chief's position.
3. **Captain Earle:** Is now working a different schedule, is scheduling to take a more aggressive roll in training as Asst. Chief and the Explorers.
4. **AB1028 Issue:** We are continuing to work through that process; seeking legal counsel regarding contracting with individuals who used to be PERS Retirees. AB1028 was explained to the new board members.

CAPTAIN EARLE'S MONTHLY OPERATIONS REPORT: presented in the Board packet.

Discussed by Chief Combs:

1. **Calls:** 149 calls for January, down from 2011/2012.
2. **Injuries:** One person off duty with an injury on the JPA side and the District side.
3. **Training:** Hours documented. Weeklong Winter Training is still be worked on.

PREVENTION BOARD REPORT: present in the Board packet

Discussed by Chief Combs:

1. **Impact Fees:** $20,206.50 still due from 2009.
2. **Grants:** type 1 Vehicle – Federal grant was not funded/denied. Only 2 vehicles were funded in the entire State. ALS Simulator Pelican Case, EVOC Course also not funded.

OLD BUSINESS:

1. Report by the Personnel Committee: Personnel Committee reported on contract actions with Chief Robert Combs. Pat Williams and Charles Hoff reported they met with Asst. Chief Combs regarding the proposed contract. 4 items were discussed with Chief Cunningham. A draft copy is to be provided in the Closed Session.

NEW BUSINESS:

1. **CalPERS Actuarial Valuation(s):** pulled as not yet received.
2. **Approval of Retirement:** Requesting approval of Resolution 2012-03 determining disability for the purposes of retirement with CalPERS. This action determines that the disability is a result of injury and disease arising out and in the course of employment. This action will be effective 06/30/12 for Chief Todd Cunningham. Chief Cunningham submitted documents for his retirement date of 6/30/12 which will be the last day with the District. Discussion held on his industrial injury retirement; these are permanent injuries and his retirement would be based 50% on his disability giving him a 50% tax advantage, no extra cost to the District and not a burden on PERS retirement (is a tax issue). Chief Cunningham will utilize paid time off and also be here to support Chief Combs in his transition. This is a practical transition plan and will be presented in Closed Session at the next Board meeting. There is no liability to the District. Motion made by Pat Williams to approve Resolution 2012-03. Motion seconded by Bill Flynn. Roll call vote as follows:

Pat Dwyer	Aye
Bill Flynn	Aye
Charles Hoff	Aye
Terry Tawney	Abstained
Pat Williams	Aye

   Motion carried. Chief Cunningham will be used in an advisory roll only due to his disability.

Recess: 8:45 PM to 9:03 PM

CLOSED SESSION: Commenced at 9:05 PM – back in session at 9"37 PM

1. Spoke about the new Chief's contract. This will be brought back in open session next month.

NEW PURCHASES:

None

EMPLOYEE/VOLUNTEER INPUT:

None

Meeting adjourned,
Respectfully submitted

Caroline Falconer
Board Secretary