

**DECEMBER 12, 2007**  
**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 7:05.M. by Chairman, Jackye Phillips.

**ROLL CALL: PRESENT:** Bud Baker, Ed Cunha, Robert Larsen; Bill Flynn; Asst. Chief Erik Peterson; Chief Cunningham and Jackye Phillips.

**ABSENT:** Asst. Chief Marty Sanford and Battalion Chief John Wiegel – at Volunteer Recruit Academy Orientation. Battalion Chief Wiegel present at 9:00 PM

**FLAG SALUTE:**

Flag salute lead by Asst. Chief Peterson.

**ADOPT AGENDA:**

**OLD BUSINESS, Item #1.** Is an Action Item, not information item.  
**OLD BUSINESS,** District Resolution 2007-05 Adopting Amendments to the Bylaws of the El Dorado County Regional Prehospital Emergency Services Operations Authority (JPA) as an Action Item.  
**EMPLOYEE/VOLUNTEER INPUT** moved forward to be hear after **OPEN FORUM.**

Motion made by Bud Baker to accept the agenda as submitted with additions as stated Motion seconded by Bill Flynn.

**MINUTES:**

Minutes of the November 14, 2007 Board of Directors' Meeting read and correction stated. Motion made by Bud Baker to approve the minutes with correction as stated. Motion seconded by Bill Flynn/CARRIED

## **OPEN FORUM: For public testimony**

No public present came forward.

## **EMPLOYEE/VOLUNTEER INPUT:**

Captain Wilson requested negotiations be opened due to an over site, failed to catch the CAP on Health Care which effects 2 of the employees. The cap is at \$1258.00. Captain Wilson is requesting negotiations be reopened to address CAP increase. The new CAP, Full Family Rate is \$1385.62 per employee per month. The cost issue needs to be reviewed, possibly looking at other providers other than PERS. Sean is putting together a task force to look into other alternatives. Chief Cunningham requested wage issues be brought up due to wage variation between positions being so slight. Bill Flynn volunteered to work on this project. These issues will be on the January 08 agenda.

## **CORRESPONDENCE:**

1. Thank you card from Inside the Outdoors for the District's help with the fire.
2. Letter from Chief Cunningham to Plymouth Fire Dept assuring their counsel that the district will be available for mutual aid from the district.

## **DISTRICT BILLS:**

District bills for the amount of \$29,026.88 were read with discussion held as follows:

ARNOLDS FOR AWARDS – plaques for all radios for tracking.  
EID – Service charge for Main Station and the Hall.

Motion made by Bud Baker to pay the District bills as presented. Motion seconded by Bill Flynn./CARRIED

## **CHIEF'S REPORT:**

1. **OUT OF COUNTY ASSIGNMENTS WITH COLLECTIONS STILL DUE:** Chief Cunningham passed around a listing of out of county assignments the District is still collecting on.

2. **JOB DESCRIPTIONS:** The Engineer job position is to be revised. Trying to broaden the number of trainers. Adding a maintenance component. Paramedics on engines discussed, we do not currently have the ability to do this. Job descriptions will be posted for soliciting comments. This will come back as a draft for action at the January meeting. There is a lot of interest as to when the Engineer positions will become available. Rotation and types of rotation discussed. Engineers would also be rotated onto the ambulances. Most calls are medical. The idea of no rotation also discussed and no one with the employees group voted for "no rotation". Rotation needs to continue. Everyone needs to know how to function in the positions. 14 took the Engineer tests and 12 passed (estimated).
3. **CFD:** The authority has been given to proceed.
4. **ACTUARIAL HEALTH CARE:** Contracted with Jeff Furnich for the actuarial at the cost of \$5250.00.
5. **STRATEGIC PLANNING:** The proposal will include all our plans together, accomplishments, etc., over the next 5 years which will include the Association. The price tag will be large for this. This will include a video presentation and Ron Coleman and others will speak. Chief Cunningham will finish negotiations for this at the cost of \$15,000.00. Target date will be the end of January or beginning of February, 2008.
6. **OPERATIONS/PREVENTION:** Chief Cunningham handed out the 1<sup>st</sup> report presented by John Wiegel, to be reviewed by board members.
7. **RETIREMENT PARTY:** The retirement party for Asst. Chief Sanford to be held 2/29/08 at the Firefighter's Hall.
8. **CALLS:** Calls are down which is good.
9. **DEVELOPMENT FEES:** Fees down which isn't good.

### **ASST. CHIEF ERIK PETERSON'S REPORT:**

1. **TRANSITION:** Transition going on regarding Marty's retiring.
2. **FIRE PREVENTION REPORT:** Project's still going on, nothing new. Items regarding prevention doing fine.
3. **FIRE CODE:** Getting all items together and to County Counsel.
4. **MAINTENANCE:** Issues discusses.
5. **VERIZON PROJECT:** The project is completed, has to go before the Planning Commission.

### **ASST. CHIEF MARTY SANFORD'S REPORT:**

No report.

**OLD BUSINESS:**

Break 8:23 PM – 8:27 PM

1. **JPA AMBULANCE CONTRACT – DISPATCHING SERVICES:**  
The JPA Board voted to send back to each agency board the listing of changes. We have not responded to any of the statements in the paper. Chief Cunningham read the letter from the JPA. The JPA Board Realignment Proposal-summary of changes presented. Chief Cunningham requested passing Resolution 2007-05 Adopting Amendments to the Bylaws of the El Dorado County Regional Prehospital Emergency Services Operations Authority (JPA). Chief Cunningham read and explained the resolution to be effective 02/07/2008. Motion made by Bud Baker to approve Resolution 2007-05 Adopting Amendments to the Bylaws of the El Dorado County Regional Prehospital Emergency Services Operations Authority (JPA). Motion seconded by Bill Flynn. Roll call vote as follows:

Bud Baker	Aye
Ed Cunha	Aye
Robert Larsen	Aye
Bill Flynn	Aye
Jackye Phillips	Aye

Unanimous vote.

JPA and District's Budgets discussed. \$200,000.00 will be added back into Contingency which helps.

2. **POLICY 405a (DRAFT):** Expansion of the trial period of "Volunteer Firefighter Weekend Training Shifts" to include the 12 hour period of operation at Station 49 and suspension of the driver requirement. Chief Cunningham explained policy. Positions discussed, designed for training and move people up the 24 hour shift schedule limited attendance. 12 hour schedule limiting to 48 hours per week to help availability of time for training. Currently testing this change. This is information only, will be on the agency at the January meeting.
3. **POLICY 415 (DRAFT):** This was a draft last month, now draft version #1. "Training Requirement, Supplement Paramedic", is a JPA contract compliance issue and intended to align the policy of the District with contract and current practices. Chief Cunningham discussed the changes and additions. Motion made by Robert Larsen

to adopt Personnel Policy 415, Training Requirement, Supplement Paramedic. Motion seconded by Bill Flynn. Roll call vote as follows:

Bud Baker	Aye
Ed Cunha	Aye
Robert Larsen	Aye
Bill Flynn	Aye
Jackye Phillips	Aye

Unanimous vote.

4. **ELECTION OF OFFICERS AND REPRESENTATIVES:** Board to elect general officers and representatives for the 2008 calendar year. Jackye Phillips nominated as Chairperson.

**Break 8:52 PM – 9:00 PM**

Battalion Chief Wiegel present at 9:00 PM

5. **REQUEST REGARDING THE METHOD OF PAYMENT FOR PREMIUMS ON ALTERNATIVE HEALTH PLAN:** This item covered at last months meeting. Frank will pay the bill in advance and request reimbursement. He will submit EOB proof of benefits for reimbursement.

## **NEW BUSINESS:**

1. **STANDARDS OF COVER:** Has now gone before the Board of Supervisors. Configures to MSR Fee for Service as required under MSR to be presented at the January meeting. We are the 1<sup>st</sup> in the county to have a fee schedule. Will be distributed to all the fire agencies, etc., including EID, etc. Distribution going out next week to agencies.
2. **ADOPTION OF RESOLUTION 2007-04:** Adoption of California Fire Code, 2007 Edition. No questions presented. Motion made by Bud Baker to adopt Resolution 2007-04 as corrected. Motion seconded by Bill Flynn. Roll call vote as follows:

Bud Baker	Aye
Ed Cunha	Aye
Robert Larsen	Aye
Bill Flynn	Aye
Jackye Phillips	Aye

Unanimous vote.

3. **FIRE CODE ADOPTION PROCESS:** Resolution passed 11/14/2007 as a band aide. Public Hearing to be held at the January, 2008 meeting. Ordinance 20008-0. Amendments to the board members for review. The Public Hearing will be noticed twice prior to the January meeting; will go to County Counsel for review per State Law. After the

January hearing, will go back to the Board of Supervisors for ratification, then to the State to be effective 30 days later.

4. **JOB POSTING, ASSISTANT FIRE CHIEF:** Section process determined, will go into broad posting/distribution.

### **NEW PURCHASES:**

No major purchases, routine maintenance. Maintenance has improved and has been very cost effective due to early detection. Chief Cunningham gave examples of early findings and repairs prior to defect turning into a major problems.

Meeting adjourned,

Respectfully submitted

Caroline Falconer  
Board Secretary