

**DECEMBER 10, 2008**  
**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 P.M. by Chairperson, Jackye Phillips.

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

**ABSENT:**  
                          Chief Cunningham out ill  
                          Director elect, Charles Hoff out of town

**FLAG SALUTE:**

Flag salute lead by Sean Wilson.

**ADOPT AGENDA:**

Motion made by Bill Flynn to accept the agenda as submitted. Motion seconded by Robert Larsen./CARRIED.

**MINUTES:**

Minutes of the November 12, 2008 Board of Directors' Meeting read. Motion made by Robert Larsen to approve the minutes as read with stated corrections. Motion seconded by Bud Baker./CARRIED

**OPEN FORUM: For public testimony**

No public comment at this time.

## **CORRESPONDENCE:**

1. Received a card from Carol Osborne regarding the Tax Payers' Association dinner commending Todd Cunningham, Retired Chief Christian and the duty crew stepped in to help serve dinner for 140 guests.
2. Received a letter from Ellen Day of the Tax Payers' Association also commending Chief Cunningham, Retired Chief Christian and the duty crew for stepping in to help.
3. Received a letter from Dave Johnson, Athletic Director commending the donation of time to the Union Mine High School and medical standby also.
4. Letter from Joe Harn regarding the Teeters Fund, this may be an item on the agenda for the January Board of Directors' Meeting.

## **DISTRICT BILLS:**

District bills for the amount of \$73,186.22 were read. Discussion held on the following item:

- Diamond Heating & Air › Station 44 upgrade
- Bob Carter › Water Tender 49
- CJ's Bobcat › currently is not a conflict of interest until 1/1/09.
- US Bank Corp › Adamson Industries – storage box
- US Bank Corp › Shell – fuel purchases (during conference/classes)
- Hi Tech › Hurst port power tool, etc

Motion made by Bud Baker to pay the bills as submitted. Motion seconded by Robert Larsen./CARRIED

## **CHIEF'S REPORT:**

Chief Cunningham absent.

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

1. **CALLS:** 172 calls for November, may be possibly a few more. Calls dropped from a year ago.
2. **DEVELOPMENT FEES:** Fees for September, \$6,392.70 and for October \$1907.64.
3. **VARIANCE REPORT:** Things are tight. Insurance rates have gone down except for health insurance.
4. **FORM 700's:** Form 700's are due at the January, 2009 meeting and the Oath of Office will be given.
5. **ACCOUNTS RECEIVABLE:** Currently billing Escaton, Gold Country and Rancheria. \$2,024.12 outstanding in Accounts Receivable. Gold Country is moving forward with payment.
6. **ATWOOD INSURANCE (ISU):** We are reevaluating replacement value. Insurance went down about \$2,000.00.
7. **OPERATIONS /TRAINING:** All issues being taken care of. We have very competent personnel. Issues are being identified and addressed. Erik will be staffing part-time list to keep costs down. There have been some great training

events held; training current and new personnel. The Academy was touched on. The Lyon's Club had their dinner honoring John Ferry and Steve Nicolls for their contributions to the community.

8. **MOBILE DATA TERMINAL:** The terminal is to be up and running just after the 1<sup>st</sup> of the year; the deadline is April to have the project complete. GPS's will be installed into the units. The equipment locator portion may or may not be in place. There are many questions still unanswered.
9. **ENGINEERS TEST:** Currently have a list. Current issues being worked on and should be wrapped up by the end of January, 09. Discussion held on this process.

### **ASST. CHIEF ROBERT COMB'S REPORT:**

1. **FIRE PREVENTION:** Approximately 9 facilities ready to be annexed in. Approximately 6 projects in the "Q". 2 already in the CFD and 3 ready to be annexed. 3 ongoing tenant improvements. Working on re-establishing the Public Education Agreement. Presentations done. Green Valley Church is having a high occupancy holiday presentation and the District met with them for code issues (they are largely unsprinkled) to make it more fire safe; trying to prevent public safety issues from coming up. Have done 103 business inspections for the month which is up from last month.
2. **INCIDENTS:** 3 fire investigations done; discussed structure fire, a reptile cage heater was knocked off into the clothing and started the fire.
3. **COST REIMBURSEMENT:** Cost reimbursement for services provided discussed.
4. **FIRE SAFE GRANT:** Laurie Tuthill is on board with the Fire Safe Grant. Requesting proposals for Title III grants; have been interfacing with the local Fire Safe Councils.
5. **FIRE CODES:** Have been working with the Fire Marshall's regarding the Fire Code and available water issues for outlying areas. Standards now on website regarding water flow. Asst. Chief Combs gave examples of Standards/Tables. Suction hose discussed. The State requires homes have a water source and we have to enforce it. Tanks to be in conjunction with household water system. All Districts implementing these standards. Not ideal, but is better than nothing.

### **OLD BUSINESS:**

1. **JPA AMBULANCE CONTRACT – DISPATCHING SERVICES:** Asst. Chief Peterson did not attend the November meeting. The next meeting is January, 09. Fiscal year projections discussed. There will be changes, continually re-evaluating. Met contract compliance for November and is looking good. The JPA has Medic 28 on line now and is busy. The move-up policy is being monitored. Had CAD training on reports.
2. **BOARD POLICY REVISION DRAFTS:** Article 1.1: Draft v.3: Formation Objectives and Boundaries and Article 2.1: Draft v.3: Board of Directors reviewed and discussed. Motion made by Robert Larsen to adopt Article 1.1 format. 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

Carried.

Motion made by Robert Larsen to adopt Article 2.1. 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

Carried.

### **NEW BUSINESS:**

1.     **BOARD POLICY REVISION DRAFTS:** Article 3: Formation of the District and Article 4.1: Board of Directors to be reviewed and will be an action item at the January, 09 Board of Directors' Meeting.
2.     **POLICY 417 DRAFT:** This policy regarding standing awards is to be reviewed by board members and staff and it was requested that comments / suggestions / questions be submitted to Chief Cunningham. Awards discussed by Asst. Chief Peterson.
3.     **COMMUNITY FACILITIES DISTRICT ANNUAL REPORT:** Previously discussed.

### **NEW PURCHASES:**

None other than the upgrades to Station 49 as stated

### **EMPLOYEE/VOLUNTEER INPUT:**

Greg Rohde talked about legislative changes/grant money. Needs help in obtaining grants regarding breathing apparatus as this will be a great expense to get standardized as required. This needs to be addressed in the Long Range Plan. Cylinders using the same PSI are to be interchangeable.

Meeting adjourned,  
Respectfully submitted

Caroline Falconer  
Board Secretary