

**DECEMBER 08, 2010**  
**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 7:00 P.M. by President Charles Hoff.

**ROLL CALL: PRESENT:**

Bill Flynn  
Ed Cunha  
Asst. Chief Robert Combs  
Charles Hoff

**ABSENT:**

Pat Williams  
Jackye Phillips  
Asst. Chief Erik Peterson  
Chief Cunningham

A quorum is present.

**FLAG SALUTE:**

Flag salute was lead by Robert Thatcher

**ADOPT AGENDA:**

Motion made by Bill Flynn to approve the agenda as submitted. Motion seconded by Ed Cunha.  
Motion carried.

**TIME SENSITIVE MATTER(S)**

1. **Oath of Office:** Asst. Robert Combs provided a short bio on the background of Firefighter Alex Grundy who is looking to make this a career. The Oath was administered by President Charles Hoff and Alex Grundy was pinned by his father Chief Grundy with the Roseville Fire Dept.
2. **Public Hearing:** Second reading of the proposed District Ordinance 2010-02 re: adoption of the 2010 Edition of the California Fire Code as amended (pursuant to California Health and Safety Code 13869.7, Government Code Section 125120). Asst. Chief Robert Combs proceeded with the 2<sup>nd</sup> reading, 12 pages plus the signature page. He stated he has not received any opposition to the Ordinance. This item left open to **OLD BUSINESS, #1.**

**MINUTES:**

Minutes of the November 10, 2010 Board of Directors' Meeting read. Motion made by Ed Cunha to approve the minutes as submitted with the stated 2 corrections. Motion seconded by Bill Flynn.  
Motion carried.

Minutes of the November 22, 2010 Special Board of Directors' Meeting read. Motion made by Ed Cunha to approve the minutes as submitted.. Motion seconded by Bill Flynn. Motion carried.

**OPEN FORUM: For public testimony**

No public comment.

**CORRESPONDENCE:**

- › Letter received from LAFCO read by Asst. Chief Robert Combs regarding detachment.
- › Letter received from Retired Asst. Chief Marty Sanford thanking those for participating in his class, Fire Investigation, and as guest speakers.
- › Letter Board Member, Jackye Phillips requesting lights be turned off; cleaning of key boards, banisters, etc. during each shift and keep door closed.

- › Chief Cunningham provided a list of web activities from Retired Chief Denault.

**DISTRICT BILLS:**

President Hoff discussed the possibility of not reading all the bills into the record which was opposed. District bills in the amount of \$61,063.61 read into the record. Discussion held on the following bills:

- › **Riverview International Truck:** Engine 44 oil leak.
- › **Myer Stevens:** misspelled should be Myers Steven.

Motion made by Bill Flynn to approve payment of the bills as submitted. Motion seconded by Ed Cunha. Motion carried

**CHIEF'S REPORT: Asst. Chief Combs provided the report**

- › **Resignations:** Firefighter Knox has taken a job elsewhere and tendered his resignation.
- › **Awards Banquet:** Retired Asst. Chief Sanford attended the Awards Banquet.
- › **Class 20 / 30:** The increase in Class 20 / 30 will be a wash with regards to PERS.
- › **Medical Costs:** Costs are projected not to increase.
- › **Rescue Fire District:** Rescue and our committee are to meet. They are also meeting with CAL Fire regarding consolidation. Consolidation may release us from the 14% Social Security Tax. Currently looking into the tax benefits. ABS negotiations looked into. LAFCO is to provide additional information on this.
- › **Finance:** Field audit is to include medical plan. JPA audit on it's way. PERS Actuarials will also affect the JPA budget. LAFCO / Rancheria communications sent and received. No reply at this time; this remains pending by El Dorado County Fire regarding the stay of litigation.

**ASST. CHIEF ROBERT COMB'S REPORT:** Report presented in the Board Packet and accepted as submitted.

- › **Development Impact Fees:** \$31,000.00 in 2009 fees still due; \$8,639.13 received to-date.
- › **CFD:** Annexation #3 will commence in January.
- › **Staff Report:** 17 business inspections done; 35 annual inspections completed; 3 investigations done.
- › **SCBA Purchase Update:** Most of the equipment has been delivered. We are having Stark adjust the two pressure gauges which will be paid for out of grant money. LN Curtis and Son has been paid for the initial delivery and have submitted a bill for the balance of the order. We have requested reimbursement from the grant and will be processing the invoice for payment less a couple of credits they owe and will hold payment until all outstanding issues are resolved.
- › **Grant Update:** The Type 1 Engine grant was denied.
- › **Fire Safe Councils:** have received a \$2500.00 grant from Farmers Insurance after doing a presentation a couple of months ago. Also received a sub award of \$200,000.00 for a 2010 Clearing House Grant for the Chipping and Green Waste Programs.
- › **Fire Prevention Officer's Assoc.:** Asst. Chief Combs reinstated as President.
- › **Construction:** Asst. Chief Combs touched on plan reviews.

**ASST. CHIEF ERIK PETERSON'S REPORT:** Report presented in the Board Packet and accepted as submitted.

**OLD BUSINESS: Public comment closed – no comment from the public.**

1. **Adoption of Fire Code and Amendments:** Staff requested the Directors adopt District Ordinance 2010-02 the adopting of the 2010 Edition of the California Fire Code as amended. Motion made by Ed Cunha to adopt the Fire Code and Amendments as presented. Motion seconded by Bill Flynn. Role call vote as follows:

Bill Flynn Aye  
 Pat Williams Absent  
 Ed Cunha Aye  
 Jackye Phillips Absent  
 Charles Hoff Aye

Motion carried by 3 Ayes / 2 Absents

2. **Draft Policy Review:** Staff requests the Directors adopt the attached policies, Policy 124 and Policy 110. Motion made by Bill Flynn to adopt Policy 124, Continuing Quality Improvement Program, with minor changes as stated. Motion seconded by Ed Cunha. Motion carried.

Motion made by Ed Cunha to adopt Policy 110, revision to Class B Coats. Motion seconded by Bill Flynn. Motion carried.

**NEW BUSINESS:**

1. **Personnel Evaluation:** Asst. Chief Combs presented Chief Cunningham's request that the Board conduct a regular personnel evaluation for evaluation of work performance and development of his goals. Committee to be made up of Charles Hoff and Ed Cunha to process the evaluation with the date to be set by Charles Hoff.

**NEW PURCHASES:**

SCBA's as previously discussed are to be on line toward January 1<sup>st</sup>.

**EMPLOYEE/VOLUNTEER INPUT:**

None.

Meeting adjourned,  
Respectfully submitted

Caroline Falconer  
Board Secretary