

**DECEMBER 14, 2011
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 7:04 P.M. by President, Charles Hoff.

ROLL CALL: PRESENT:

Bill Flynn
Pat Williams
Captain Ken Earle - present at 7:12 PM
Asst. Chief Robert Combs
Chief Todd Cunningham
Charles Hoff
Terry Tawney – present at 7:18 PM
Pat Dwyer – present at 7:18 PM

ABSENT - none

A quorum is present.

FLAG SALUTE:

Flag salute was lead by Charles Hoff.

ADOPT AGENDA:

Motion made by Pat Williams to move **OLD BUSINESS** item #2 **Appointment of Interim Director(s)** up to **TIME SENSITIVE MATTER** to consolidate with #1 **Administration of Oath**. Motion seconded by Bill Flynn. Motion carried.

MINUTES:

Minutes of the November 09, 2011 Board of Directors Meeting read. Motion made by Bill Flynn to approve the Minutes as submitted. Motion seconded by Pat Williams. Motion carried.

TIME SENSITIVE MATTER 1910 Hours

1. **Appointment of Interim Director(s) / Administration of Oath:** Chief Cunningham requested appointment of an additional Interim Director to fill Ed Cunha's vacancy. Charles Hoff stated he would like to send Lloyd Rutherford to some classes on becoming a board member for future interest. Motion made by Pat William to appointment Pat Dwyer as Interim Director. Motion seconded by Bill Flynn. Motion carried.

The Oath was administered by Charles Hoff to both Interim Directors, Terrence (Terry) Tawney and Pat Dwyer.

OPEN FORUM: For public testimony

Public hearing open to the public at 7:20 PM. No public comment at this time.

CORRESPONDENCE:

None.

DISTRICT BILLS:

Motion made by Charles Hoff to put the District bills on the Consent Calendars commencing tonight stating this will the bills and claims to be produced earlier in the month for review, will also include the JPA bills. Questions will be present prior to the Board Meeting and at the Board Meeting. Motion seconded by Pat Williams. Motion carried. Accounts and sub-accounts explained. Discussion held on the following District bills:

Sacramento Truck Center › problems with Engine 49, the large Allison engine and Sacramento Truck Center is the only business working on these engines in the Sacramento area.

US Bank Corp ›

Apple Store and ReIm: communications project buildup (portable radio's, I- Pads), this is multi-year project. All but about \$900.00 of the purchase paid for by donations from the Firefighter's Association thru Accounts Receivable.

I tunes: I tunes account is for the purposes of down-loading application to the I- Pad for specific items needed; will see occasional charges for application down-load for the I-Pads.

Citrus Sources: cleaning solution which is very amazing, highly concentrated, cleans rust stains, calcium deposits, etc. The Firefighter's Association will pay for a portion of this cost.

L. B. Construction › gravel delivery for resurfacing the Station 48 driveway.

Motion made by Pat Williams to approve the District bills as submitted for a total of \$32,196.29.

Motion seconded by Bill Flynn. Motion carried.

Motion made by Pal Williams to approve the JPA bills as submitted for a total of \$9,696.17. Motion seconded by Pat Dwyer. Motion carried.

CHIEF'S REPORT:

Training › Chief Cunningham stated training materials are included in the Board packets and encourages and highly recommends board members review these and get with Captain Earle if interested.

PERS Tiering › formalization discussions coming up for PERS Tiering in future board packets.

State Budget Situation › situation touched on and emails sent. Cal Fire fee discussed, \$150.00 per habitable dwelling with \$35.00 reduction for being in a fire district. The fee requirements will not be mandated until written better and include multi-family dwellings and all commercial structures. The fee also may not go through due to public objection and will fail at some point in time. This will affect our strategies and budgeting in the future. Special districts now look safe.

Local Revenues › revenues look like they will improve. Costs are looking stable. Health care looking good, real-estate transactions are up with permits. We are looking at a \$28,000.00 to \$40,000.00 increase in revenue over the prior year. It is unknown what the State will do at this time. Chief Cunningham is to work on a comparison for assessment of real-estate assessments and valuations. Revenues from the medic units discussed.

Budgets › the district is on track at 1/2 the year gone with 60% remaining in the budget. 2 people are out and will cost the district in Class 30. We have a couple of major projects coming up. The JPA is running lean at 53% remaining. An injury in the JPA will affect Class 30 (extra-help and over-time).

JPA Debt: The JPA debt of \$18,000.00 is unresolved. County Fire is not reconciling their debt. We need to bifurcate from County Fire. Chief Cunningham will reconcile the debt directly with the JPA, not the county. This is acceptable with Marty. This is money owed to the JPA per contract.

Chief Cunningham stated he will be unavailable for a couple of weeks just after Christmas, is going to Mexico.

ASSISTANCE CHIEF ROBERT COMB'S REPORT: presented in the Board packet.

Community Facilities District › One parcel split could not be accommodated within their time frame therefore currently working out a contractual agreement with deed restrictions, no permits until annexation finalized.

Impact Fees › \$15,683.78 is still due.

Weather Event › Extremely high winds caused a lot of wild-land fires, staffed up to 3 engines and water tenders at different locations through the county. Lost 2 structures. Other fires discussed with regards to danger. There was an explosion on one structure fire – was a chimney fire which moved to the attic, the explosion blew out the end of the house due to illegal gas unions causing them to fail. Luckily there were no injuries.

Training › Captain Earle and Asst. Chief Combs attended training of Fire Department Budgeting, found it to be very interesting.

Chief's Position › 55 application received; narrowed down to 15 applications. The board convened of Fire Chiefs who scored the applications and narrowed it down to 5 candidates to be invited to the next process with an offer mid-January.

CAPTAIN KEN EARLE'S REPORT on Operations presented in the Board packet.

Incidents › 116 for November – 3 to 4 structure fires.

Injuries › One person injured and off duty on sick leave; one person ill and having medical evaluation to determine cause and nature with sick leave being used.

Training › 187 hours of documented training in November.

Training Officer's Assoc › Captain Earle elected as President of the Association.

CPR Month › January has been designated as CPR month with training to be held on Monday nights for those interested, come and get certified.

OLD BUSINESS:

1. **Report by the Personnel Committee:** The contract is nearly ready to review in draft form by the next board meeting in January for action.

NEW BUSINESS:

None

NEW PURCHASES:

None

EMPLOYEE/VOLUNTEER INPUT:

Charles Hoff discussed the bid at Station 46 – structural bid. Station 44 is a priority, the siding needs more lumber due to more structural damage from the weather. Bid revision was done with Cortes Co. Station 46 is being put off until we get through with Station 44 project further. Will roll Station 46 project to next fiscal year. Growlersburg crew will be used also on Station 44. Concrete work at Station 49 did not go forward, has gone out for a second bid, needs full approval, cost is \$12,000.00 with cost to the district of \$6,000.00 and to the association of \$6,000.00. The vendor does require supervision and needs site supervision.

Meeting adjourned,
Respectfully submitted

Caroline Falconer
Board Secretary