

FEBRUARY 14, 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 7:00P.M. by Chairman, Jackye Phillips.

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

FLAG SALUTE:

Flag salute lead by Sean Farrelle.

ADOPT AGENDA:

No additions / changes.

Motion made by Robert Larsen to accept the Agenda as submitted. Motion seconded by Bill Flynn.

SWEARING IN OF FIGHTERS:

Chairperson, Jackye Phillips gave the Oath to the two new Firefighters, Matt Gallagher and Sean Farrelle. Both were then pinned.

MINUTES:

Minutes of the January 10, 2007 Board of Directors' Meeting read and corrections stated. Motion made by Bill Flynn to approve the minutes with corrections as stated. Motion seconded by Robert Larsen. /CARRIED

OPEN FORUM: For public testimony

No public present with questions.

CORRESPONDENCE:

1. New signature cards passed around to each Board Member to print, date and sign.
2. The Auditor's form was also passed around for signatures.

DISTRICT BILLS:

District bills in the amount of \$123,130.46 were read with discussion held as follows:

CRC › I.T. – computer tech.

Jim's Mobile Windshield Repair › windshield repair, Engine 46 due to being caught in a snow/sand storm coming home.

Zoll › Defibulator for Engine 46

Placerville Glass › Station 47, duel pane windows

Katrina › Administrative Asst. Secretary training in Reno

Comcast › Station 48 and 46 brought online for high speed internet

L N Curtis & Son › for 2 new engines, 46 and 246 and turnouts – we are starting to replace large diameter hose also as it is going on 25 years old

Motion made by Robert Larsen to pay the District bills as presented. Motion seconded by Bill Flynn.

CHIEF'S REPORT:

1. **GRANTS:** There are a couple of grants in the works, one for a thermal imaging camera.
2. **ACTIVITIES:** We are swamped. Erik and Marty are putting in a lot of hours, many many plans are being dropped off, mostly commercial; training with the Academy; working at Station 46 – turnout for working at Station 46 and planning for the future is huge. Many great ideas coming in. Discussed work turnout by others including community work. Skills are being done on a professional basis. Motivation is very high.
3. **RESPONSES:** 202 calls and not all are accounted for yet. Calls are up by 5.2% for the year.
4. **DEVELOPMENT FEES:** Development Fees are steady. Received \$21,948.00 for November and \$7,116.00 for December, 2006.
5. **BUDGET VARIANCE:** Budget variance discussed including over expenditures. We will probably need to transfer from Reserves as previously discussed in prior meetings. Will come back at the next

Board meeting regarding the transfer of Reserves, etc., and will need to adopt the very 1st CFD Budget including a Public Hearing.

6. **JPA BUDGET:** This will be discussed under Old Business.

ASST. CHIEF ERIK PETERSON'S REPORT

1. **FIRE PREVENTION:** Discussed the huge work load, prevention issues, the waste treatment plant and the problem found with the pressure release valve and possible other problems. Hydrants were not working near the old dump site. Discussed road construction, no problems with responses, driveway issues, parcel splits rural water supply issues, road standards issue is a county issue, road width. Inspections discussed and school inspections are in progress. Diamond Fire toned out to a fire in Pioneer to investigate. Diamond is possibly the county wide investigation unit.
2. **APPARATUS:** Engine 46 is on schedule for going on line as well as the old Peterbuilt. The window van discussed as to the problems with it.
3. **I.T.:** We have a new I.T. person on line now and making better progress as time gone on. Currently working on getting Station 46 on line. We have a new and improved anti-virus program on the server.
4. **PUBLIC MARKET PLACE:** Site plans received for Placerville Market Place, behind Kmart. Still have plans for Walgreen's.
5. **NEW STATION:** Touched on finding property for the new station.

ASST. CHIEF MARTY SANFORD'S REPORT

1. **COMMENDATIONS:** Station 46 project crews and John Wiegel, current and past personnel, volunteers, etc. names for doing phenomenal work on the station. The tones are in the board for the new Station 46. Patrick Easton is spearheading
2. **OPERATIONS, TRAINING and FIRE PREVENTION:** There is going to be a boot drive at WalMart February 18th. Operation skills testing process discussed. Jack Daniels signed off today as Engine Operator I. Sherry Wiegel was recognized for the work she has done. Robert Thatcher has also been a great help. Training Officer's Association discussed. MCI training drill is scheduled for 04/21/07 and be held at the Green Valley Church per their offer to support the Fire Service Training. A Shift is running heavy due to staffing of the new engine. Sending 2 Firefighters to the San Diego Conference; they found lodging with relatives of Patrick Easton. The Volunteer Firefighter Academy will be hosted again by our facility. The turnout

purchase is nearly complete. We may have found a structure to burn on Runny Mead and will have more information soon. Triage drill discussed, time changed to the weekend of 03/11/07. The fire season, this year, is expected to be the worst ever, starting early and continuing to the late months.

OLD BUSINESS:

1. **JPA AMBULANCE CONTRACT – DISPATCHING SERVICES:** Going through the JPA budget aggressively. We did not ask to be made whole for this fiscal year. We may need to recommend we be made whole. Next years contract coming forward with projections, all around a million which puts all over contract limit. The JPA, if they chose, will have to increase the CAP by at least 9%. The realignment study is done, no surprises, all are frustrated. They need more leadership from the Executive Director and defer less to committees. The JPA is currently dysfunctional. 39.9% remaining in the JPA budget and will go a little over the budget. Class 40 is over. EMSA is looking at electronic patient reports and there is some resistance to this. They want to take money out of the JPA to fund electronic reports. Concerns discussed. The Health Dept. is again trying to go after the JPA funds and Homeland Security Grant funding out of Service Area 7. The Health Dept. will not play well with some county agencies.
2. **RESERVATION EA:** Mr. Ross responded to the request for Reservation Environment issues. Currently trying to open discussions with the Reservation and currently involved Supervisor Sweeney in this. We are still pursuing.
3. **STANDARDS OF COVER:** Staff is picking away at this, finding something new all the time. John Wiegel has been preparing a graphic presentation for the next Board of Director's Meeting. There will be workshops soon. The Long Range Plan Revision touched upon.
4. & 5. **REVISION OF JOB DESCRIPTION:** Chief Cunningham proposed item #4 and 5 be heard at the same time and be adopted. All part-time staff at the presentation. The position is not to be created, is purely description of positions. Motion made by Robert Larsen to combine #4

and 5. and to adoption the revision as submitted. 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 unanimously.

Break 8:25 to 8:30 pm.

6. **DRAFT STANDARD OPERATING PROCEDURE:** Staff recommends the adoption of Procedure 307 “Electrical Hazards”. This concludes the draft process and is now ready for adoption. It was suggested the policy also be sent to other organizations for their possible adoption. FIS also received a copy of the policy. It also outlines dispatch responses. Solar panels discussed and their hazards. Motion made by Ed Cunha to adoption Procedure 307 “Electrical Hazards”. 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 unanimously.

NEW BUSINESS:

1. **PROGRAM PLANNING (STATION 46 AND VOLUNTEER PROGRAMS):** The meeting was well attended. The volunteer organization was discussed including planning work, etc. Started processing the outline, steps of viable Volunteer Organization. Will put into affect a step by step plan. Some things were simple and at no cost. They have good intentions and listen to what is said. Training discussed. Weekend shifts changed at Station 49 and 46 to cater to different types of training at the 2 stations. Discussed work with job experience programs. A lot of thought being placed into this. Will be a continual process with continuous re-evaluations. Some things will happen immediately. It was stated it should be a regularly scheduled meeting twice a year for new ideas and what has been accomplished.

NEW PURCHASES:

Previously discussed.

EMPLOYEE/VOLUNTEER INPUT:

None

NEW BUSINESS:

2. **CLOSED SESSION:** Chief Cunningham stated there was nothing to report, no pending issues.

Meeting adjourned,

Respectfully submitted

Caroline Falconer
Board Secretary