

FEBRUARY 10, 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 7:00P.M. by Vice President, Ed Cunha.

ROLL CALL: PRESENT:

Ed Cunha
Bill Flynn
Charles Hoff – present at 7:10 PM
Jackye Phillips
Asst. Chief Erik Peterson
Asst. Chief Robert Combs
Chief Cunningham

ABSENT:

Robert Larsen

FLAG SALUTE:

Flag salute lead by Asst. Chief Robert Combs

ADOPT AGENDA:

Motion made by Jackye Phillips to approve the agenda as submitted. Motion seconded by Bill Flynn.
Motion carried.

Time Sensitive Matter may be delayed.

MINUTES:

Minutes of the January 13, 2010 Board of Directors' Meeting read. Motion made by Bill Flynn to approve the minutes as presented. Motion seconded by Jackye Phillips. Motion carried.

OPEN FORUM: For public testimony

No public comment made at the present time.

TIME SENSITIVE MATTER: 1910 hours

PUBLIC HEARING: OPEN FORUM: For public testimony

2. **Cost Recovery:** Presentation made by Katrina Daniels. She stated that all Districts in this program are using Fire Recovery, USA which keeps a percentage of collections, no other fees. They usually recover approximately 60%. They bill the "out of county traveler" and the insurance companies only. On negligent person incidents, we would continue as we have been doing. Fire Recovery, USA would not bill the negligent person incidents. They charge 24% of what they recover and would charge the "out of county traveler" only, not the residents of the county. We would have to re-adopt our current cost recovery plan and have very tight parameters and wording. They have a rate structure or we can use ours. Chief Cunningham recommends that for contracts and cost recovery, we use their rate plans as they are widely recognized by nation wide insurance companies. Forms, etc. were explained by Chief Schwab with the Georgetown District.
1. **Biennial JPA Report:** JPA Director, Marty Hackett did the presentation, providing statistical information and handouts to review. Reviewed the Agency Incident Report and Medic Unit Report which handled the incidents. Also presented photos of paramedics and firefighters at specific incidents. Response time stats were also included, stating response times have improved since the Fire Chiefs took over. They meet monthly on how to make improvements. The JPA deploys 8 Units 24 / 7 / 365 and 8 Districts provide paramedics on the engines (ALS engine augmentation).

Ambulance maintenance discussed as well as preventative measures in maintenance. There will be a possibility of replacing 2 vehicles per year. Folsom Lake Valley Ford provides a great maintenance contract. Equipment purchases were discussed. STEMI program explained by Chief Schwab. Marty Hackett continued presentation on billings, reports, etc., all paper based. E-PCR (electronic) program discussed to improve patient care, documentation, etc. Grant monies secured to cover the costs of the E-PCR. Communications discussed. Audits completed for 05 / 06, 06 / 07 and 07 / 08 years. Currently signing the new audit for 08 / 09. Training discussed. Emergency Command Center statistics presented. The December 7th and 8th winter storm stats discussed. He stated the Chiefs have managed the finances well. Chief Veerkamp thanked the District for allowing the presentation and will continue to report every 2 years.

CORRESPONDENCE:

- › Letter received from the Boys and Girls Club thanking Asst. Chief Peterson and Chief Cunningham for participating in the event and donation.
- › Letter from Rescue Fire District thanking Diamond for assisting in the selection process.

DISTRICT BILLS:

District bills in the amount of \$13,458.60 read. Discussion held on the following bills:

- › **Hams Station:** billing error credited
- › **US Bank Corp (restaurants):** Awards Annual Dinner
- › **HSBC Business Solutions:** Association purchase – reimbursed
- › **US Bank Corp (Party Royal):** Association purchase - reimbursed

Motion made by Jackye Phillips to pay the bills as stated. Motion seconded by Charles Hoff. Motion carried.

CHIEF'S REPORT: Report presented in the Board Packet and accepted as submitted: Discussion held on the following:

- › **09 Audit:** Have been trying to communicate with Auditor Vaughn, she is not responding. The Chief stated he would put together a demand and send it by registered mail.
- › **Gold County:** Gold County has stopped paying their bills and advised the District to bill the individual residents; will submit to Small Claims Court per advice of Counsel. They have no legal grounds for not paying other than saying they can't afford it. Liens will be recorded against them. Chief Cunningham has contacted them with more cost saving ideas but they show no interest.
- › **Elections:** 2 Directors coming up for elections.
- › **Vacation:** Chief Cunningham will be taking vacation at the end of March.
- › **Chief Evaluation:** Chief Cunningham included the Chief's evaluation and 2010 goals in the report.

ASST. CHIEF ERIK PETERSON'S REPORT: Report presented in the Board Packet and accepted as submitted: Discussion held on the following:

- › **Major Maintenance Projects:** Truck 49 has a turntable hydraulic leak, approximate cost of repair \$10,000.00 to \$15,000.00 along with a transmission leak, approximate cost of repair \$800.00 to \$3000.00. The repair plan is under review and undecided at this time.
- › **Fleet Maintenance Alignment:** Discussions continue with Rescue, El Dorado Hills and Latrobe.

ASST. CHIEF ROBERT COMBS' REPORT: Report presented in the Board Packet and accepted as submitted: Discussion held on the following:

- › **Impact Fee Reconciliation:** \$31,276.46 to be collected by the County and we continue to monitor these reports. Have applied for the remote access of the LMIS system through the County IT. This will allow us to calculate development fees and enter them into the system.
- › **CFD:** Asst. Chief Combs stated he appreciates Lori Tuthill's continued work with the CFD.
- › **Land Development Manual Adoption:** Several meetings scheduled with the Board of Supervisors.
- › **Staff Report:** Inspections – new plans coming in for construction.
- › **Grant Updates:** 2009 AFG SCBA Grant approved; 10% match for the District.
- › **Walgreen's:** Planning to open in March.

OLD BUSINESS:

1. **Fire Facilities Impact Fee Report:** Information only item: Chief Cunningham will send out additional documents to go with it; 5 year revision of the District's Long Range Plan which will increase fees, no ag fees. All other District are in revision plans also. Chief Cunningham is still drafting some of the documents. Discussed fees going up; changes in population and the work force density also valuation of Station 49 has been brought into line with reality. It was requested that the board members review and make comments, clean up wording, etc. Current fees vs old fees discussed. Station 48 discussed and it's valuation. Long Range Plans are built on what we know today. If the building gets support by a grant we would need to amend the Long Range Plan. Ladder truck discussed, needs very costly repairs. The Chief has a line on a used ladder truck which would only be an interim solution.

Break 8:48 – 8:52 PM

2. **Performance Evaluation:** Grants touched on. The Board Members were in agreement with the presentation as stated under Chief's Report.
3. **Personnel Policy Draft:** PERS investing discussed; may propose transfer to PERS next year with new Actuarials, possibly less expensive.
4. **Consolidation:** Citygate Study touched on. Chief Cunningham requested direction from the Board Members in participation. The ultimate goal is to align certain items and leave some autonomous. He wants to know if he should pursue part in Administration and the Boards moving together/consolidating; would like to stay with alignment of services, not consolidation, administrative and functional consolidation only. Need to gain experience of this prior to going to LAFCO. Would share maintenance and administrative staff for cost savings. To put together a one year plan, El Dorado Hills is concerned they will have to make concessions. There are benefits to consolidation on saving on ERAF. Financial savings would be there also. El Dorado Hills provides services to several counties and are exempt from ERAF, if we consolidate with El Dorado Hills, would be a net benefit, increase in efficiency and over the long haul a substantial money savings. Lengthy discussion held on the pro's and con's; the loss of a mechanic would be detrimental. 1000 hour employees would be dismissed. A one year plan touched on again, may expedite to 6 months. Rescue and El Dorado Hills are having the same discussion. Cameron Park is doing soul searching at present, happy with Cal Fire. Chief Cunningham stated he felt his direction more clear now. Need to move forward per the Board Members.
5. **PHI Air Operations Proposal:** Has agreement with P G & E. Met with Rescue, El Dorado Hills and Marshall Hospital, all are supportive. PHI has acquired an A-Star Night Vision Helicopter. They will provide all personnel the 1st year. Accounts Receivable will be PHI. We would not make money over this, only receive use of the Helicopter. Pilots are on a 12 hour shift and staff would stay at the Station. The contract has an "out" clause. Jackye Phillips stated she does not believe this is a good move at present, stating it is an unknown time issue with our staff and will take a lot of time from our staff. She stated the consolidation issue is on the plate at present and we need to build our reserves. Chief Cunningham stated he can walk away from this, what Jackye stated is correct. It is possible that El Dorado Hills can take the lead on this issue. The Board is willing to look at a full offer on the board. This is a new market springing up in the Mid-west. PHI only wants to expand the market, not necessarily to make money. 1st year proposal discussed. We would take over staffing in a year, they would pay to staff the helicopter. Chief Cunningham will see if one of the other partnered Districts is willing to take the lead or possibly the JPA. The Board agreed.
6. **Selection of District Auditor:** Chief Cunningham discussed the 4 responses to the request for an auditor for the district. Mark Hicks and Chief Cunningham's 1st choice is R J Ricarde, 2nd choice is Bob Johns. The Ricarde firm has very good data systems and is willing to share with the District. It is recommended we go with the Ricarde Firm, they are also approved by the County Auditor. Their bid is \$8,400.00 per year, 1 or 3-year contract. Chief Cunningham requested authorization from the Board to go with the Ricarde Firm. Motion made by Bill Flynn to contract with the Ricarde Firm as our new auditor. Motion seconded by Jackye Phillips. Carried unanimously.

NEW BUSINESS:

1. **Personnel Policy Amendment:** There is presently a need to pass the Catastrophic Leave Program for Patrick Easton, he will be off for a long period of time for his daughter. Sean Wilson discussed the policy. There are still questions on a couple of issues. Chief Cunningham requested the Board facilitate bringing forth a document, best draft, etc, possibly ready for the next Board Meeting in March. Legal liabilities need to be discussed. PERS Service Credits discussed. Will be an action item on the next Agenda.

2. **Initial Attack Response Agreement:** The draft is not much different from the old one. The agreement discussed and minimum draw down. Issue with the City of Placerville. No action
3. **Joint Powers Agreement:** Chief Cunningham discussed the JPA Agreement for an additional 2 years. Issues are being resolved. Is operating much better. Chief Cunningham is to renew the agreement with the JPA.
4. **Resolution 2010-10:** A change in the law requires background checks, etc. This is a compliance issue. We already pay for it. Motion made by Jackye Phillips to adopt Resolution 2010-10. Motion seconded by Bill Flynn.

NEW PURCHASES:

None

EMPLOYEE/VOLUNTEER INPUT:

None

CLOSED SESSION: commenced at 9:15 PM

1. **Conference With Legal Counsel:**
2. **Employee Negotiations:**

Meeting adjourned,
Respectfully submitted

Caroline Falconer
Board Secretary