

JUNE 15, 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 7:00 P.M. by Chairman, Jackye Phillips.

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

FLAG SALUTE:

Flag salute lead by Bud Baker.

ADOPT AGENDA:

Addition stated: Closed Session re: incident – John Nichols – information only item. Motion made by Bill Flynn as to the change in the agenda to include Closed Session, Personnel Issue re: John Nichols. Motion seconded by Robert Larsen.

MINUTES:

Minutes of the May 09, 2007 Board of Directors' Meeting read and correction stated. Motion made by Robert Larsen to approve the minutes with correction as stated. Motion seconded by Bud Baker/CARRIED

OPEN FORUM: For public testimony

No public present with questions.

CORRESPONDENCE:

1. Correspondence from William Ross recommending that if we have a surplus in 2006/2007, that the funds be transferred to the Capital Improvement Fund. Per the Auditor, there will be no surplus regarding District funds. This transfer of funds will be our practice.
2. Correspondence from the County and MuniFinancial regarding document preparation, pre-liens, etc. We will have an additional budget to prepare this year regarding CFD.

DISTRICT BILLS:

District bills in the amount of \$82,723.88 were read with discussion held as follows:

- ›Diamond Crane – lift the Cascade System
- ›DSEDFFA – turnout fee, was actually \$10,000.00 and was lowered by deducting auditing
- ›El Dorado Hills – loaned labor and is actually a JPA bill
- ›Jay Manning – this bill was removed as we are waiting for his 1099.
- ›IMPAC – boots for officers and employees

Motion made by Bud Baker to pay the District bills as presented. Motion seconded by Bill Flynn./CARRIED

CHIEF'S REPORT:

1. **DEVELOPMENT FEES:** -0- in Development Fees due to refund.
2. **CALLS:** Calls are still up and the call distribution is still equitable.
3. **DISTRICT AUGMENTATION FUNDS:** The County placed is issue of District Augmentation Funds on the budget. We are not augmented and will probably be requested to stand behind the Chiefs to fight this issue.
4. **AUDIT:** The audit is being completed and will be in the Gatsby format; will also include a request for an actuarial.

ASST. CHIEF MARTY SANFORD'S REPORT:

1. **CALENDAR:** The calendar was handed out for review and discussion later.
2. **COMMENDATIONS:** Commendations were stated by Asst. Chief Sanford.
3. **SIGNIFICANT CALLS:** Multi-level structure fire discussed: had the 1st 12 acre fire off Sandridge and another fire Monday. We are now in

the wildland fire season which normally does not happen until early August. We are experiencing extreme dry moisture levels and are already at the extreme fire hazard level.

4. **TRAINING:** Training and qualification cards discussed.
5. **CALENDAR:** Asst. Chief Sanford discussed calendared events; CDF is hosting the Fire Drill, Fire Briefing, etc. at the Fairgrounds. There is a Wild Card Drill in Alameda June 26 and 27th. Celebration on 07/04/07 discussed and the scheduled events.
6. **FIRE PROTECTION ISSUES:** Chief Cunningham discussed fire protection issues stating the need to drive the back roads to get familiar with the areas and where the homes are.

ASST. CHIEF ERIK PETERSON'S REPORT:

1. **FIRE SAFE COUNCIL:** The Council has Erik doing projects; more people are aware of the fire protection issues; Log Town area, etc.
2. **FUNDING:** Funding discussed for personnel to become familiar with the area and fire protection around Church Mine to Little Canyon Rd.
3. **FIRE PREVENTION:** Rick Krek is on vacation; things are looking good. New items coming in; Stone hedge group was discussed and possibilities.
4. **APPARATUS:** The new Engine 46 is having transmission problems and is being worked on.
5. **FACILITIES:** Currently reviewing contracts with Verizon, they are ready to go forward with the tower.

OLD BUSINESS:

1. **JPA AMBULANCE CONTRACT – DISPATCHING SERVICES:**
 - a. **BUDGET VARIANCE:** Closing out the budget, will be over by a considerable amount. Director Dan Frances has not communicated to the JPA Board as agreed to in writing. Class 40 is the culprit. Overrun in Class 40; this will be contentious issue closing out. Workers Comp is also at issue. This years requests were never fully addressed, \$20,000.00 to \$40,000.00 under-funded projected for this year. No action required.
 - b. **“AMENDMENT OF RESPONSE TIME STANDARDS”:** This item discussed. A review of the Standard discussed, was opposed by us at the April and May JPA Board meeting as substandard. This was voted down twice as an agenized item. Ed Cunha stated that at the last JPA Board meeting, they reviewed the response time criteria, was on the Agenda but was not an action

item. A motion was made to adopt but was not no agenized as an action item, was deemed inappropriat4e as reversing the action of early this year, but was voted on anyway and passed even those not agenized. There should not have been a vote. The Fire Chiefs were appalled at this action and are requesting records of the meetings. The response from Director Dan Frances was a copy of the minutes and nothing else. A complaint letter has been sent regarding the actions of the Director as being in direct violation of regulations. Supervisor Sweeney has also requested the same items.

- c. **PROXY VOTES:** We are still moving ahead regarding proxy votes. The JPA has not responded to our offer to put a 12 hour ambulance into service. The JPA is still projecting a budget deficit with no remedies stated. Chief Cunningham proposes we look at what it takes to separate from the JPA as a provider. We would need to petition the county regarding solvency, etc. This will be a long process. The JPA may possibly litigate against it. Chief Cunningham requesting to have a planning meeting with legal counsel, William Ross regarding getting into the ambulance business, claiming exclusivity. He also is requesting to have the authority to have Wittman and Assoc. research billing, etc, for approximate figures for getting into the ambulance business. The JPA is requesting continued funding, longer response times, etc, which is not acceptable including taking an ambulance away from the District. The District would have control over the usage of our ambulance. We will invest in data to see if this is feasible. This would be an enterprise based system. If we collect more revenue, we can put on more ambulances. Medics and shifts discussed. This will be a long process and will probably go to formal litigation. Authorization discussed, i.e., scope of work. Chief Cunningham feels we have the money to back us up in this project. Chief Cunningham discussed hiring an expert who is familiar with ambulance billing and revenues. Motion made by Bud Baker to authorize Chief Cunningham to move forward with proxy votes, authorizing legal services and fiscal analysis by a contract service provider, Wittman and Assoc. re: the ambulance business. Motion seconded by Bill Flynn.
2. **STANDARDS OF COVER:** Workshop is scheduled for 06/28/07 at 6:30 PM here at the main station.
3. **SHINGLE SPRINGS RANCHERIA:** Bill Flynn and Ed Cunha appointed to initiate contact with the Rancheria Tribal Council.

NEW BUSINESS:

1. **2007 / 2008 FIRE DISTRICT PRELIMINARY BUDGET:** Chief Cunningham present the preliminary operating budget and recommended adoption. He discussed the remainder of the current budget, \$100,000.00 left in Class 30 at year end and \$20,000.00 left in Class 40 at year end for a total of \$100,000.00 to carry over. \$70,000.00 left in Class 60 for a total roll up of approximately \$200,000.00 at year end. Will probably not have to transfer funds. Chief Cunningham presented the 2007 / 2008 preliminary budget on slides. Revenues discussed 1st with a 1% increase projected. The budget will be very conservative. Discussed the Contingency fund balance, overtime and extra help. Social Security is 6.2% of the payroll, with health insurance being about 5%. Service and Supplies discussed, has reduced. Class 40 shrunk sum and categories broken down to more specific categories. Training needs expanded. A lot of projects were completed this year, fuel purchases and utilities increased especially E.I.D. LAFCO doubled and assets reduced. Chief Cunningham requested adoption of a Preliminary Budget of \$3,810,911.39, expenditures of \$3,810,911.39 with a planned Contingency of \$150,000.00. Motion made by Ed Cunha to adopt the 2007 / 2008 Preliminary Budget as presented. Motion seconded by Bud Baker./CARRIED
2. **SERVICE FEE:** LAFCO found 3 areas for the districts to improve on. Not all affect us: 1) unincorporated areas into the fire districts – need clarification of who will provide services; 2) service realignment; and 3) the islands within our jurisdiction who do not pay taxes (private land). Chief Cunningham discussed in further detail. Concern is minimum. He stated there are entities who do not pay taxes and do create a burden on the tax payers due to the impact they create on the fire district. Chief Cunningham would like to meet with counsel regarding the possibility of sending bills out on those who create a burden on the tax payers. Motion made by Bud Baker to allow Chief Cunningham to consult with counsel regarding the entities and billing them as stated above. Motion seconded by Robert Larsen. Roll call vote:

Bud Baker	Aye
Ed Cunha	Aye
Robert Larsen	Aye
Bill Flynn	Aye
Jackye Phillips	Aye

Unanimous vote.

3. **FIRE SAFE DEFENSIBLE SPACE MOU:** Chief Cunningham discussed entering into a memorandum of understanding with the El Dorado Fire Safe Council to provide grant funding to the District for fire safe home visitations. Motion made by Robert Larsen to enter into an MOU with the El Dorado Fire Safe Council as stated. Motion seconded by Bill Flynn. Roll call vote:

Bud Baker Aye

Ed Cunha Aye

Robert Larsen Aye

Bill Flynn Aye

Jackye Phillips Aye

Unanimous vote.

NEW PURCHASES:

New printer purchased for Asst. Chief Sanford, got a good price due to the purchase of a computer, etc. More purchasing in the future for turnouts and communications, etc.

EMPLOYEE/VOLUNTEER INPUT:

Ed Cunha stated we need to interface to get current updated incident information for answering calls from the public regarding those incidents.

NEW BUSINESS:

4. **CLOSED SESSION:** Commenced at 9:08 P.M..

Meeting adjourned,

Respectfully submitted

Caroline Falconer
Board Secretary