

JUNE 09 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 7:09P.M. by Board Chair Robert Larsen

ROLL CALL: PRESENT:

Bill Flynn
Jackye Phillips
Charles Hoff
Asst. Chief Erik Peterson
Chief Cunningham
Robert Larsen

ABSENT:

Ed Cunha
Asst. Chief Robert Combs – working on a case

FLAG SALUTE:

Flag salute was lead by Erik Peterson.

ADOPT AGENDA:

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

MINUTES:

Minutes of the May 12, 2010 Board of Directors' Meeting read. Motion made by Jackye Phillips to approve the minutes with the stated corrections. Motion seconded by Charles Hoff. Motion carried.

TIME SENSITIVE MATTER: 1910

1. **Appropriation Limits:** Open hearing now in session, this item has been advertised twice to-date, is now open for public comment.
2. **Capitol Improvement Plan:** This item has been advertised twice to-date, is now open for public comment.

OPEN FORUM: For public testimony

Robert Thatcher currently working with Chief Cunningham and the Placerville Moose Lodge in providing a "stuffed Moose" to each child being aided, they are to be carried in the vehicles for this purpose.

CORRESPONDENCE:

- > None

DISTRICT BILLS:

District bills in the amount of \$42,757.98 read. Discussion held on the following bills:

- > **Buckeye Union School:** Maintenance contract
- > **Carrot Top Ind.:** replacement of the large flag
- > **Clean Cut Tree Service:** > tree work at Station 47; Chief Cunningham commended Tom Anderson and Sean Farrelle for recommending this vendor, was a great move, the owner of the business lives in that subdivision
- > **DSEDFFA:** turnout fee which was substantially lower
- > **EDD:** UIB contributions which were very large due to changes in Federal Regulations

- › **FDAC FASIS:** Worker's Compensation which is declining
- › **Placerville Union High School:** \$350.00 for tests on diesel rigs, they are a maintenance vendor
- › **US Bank – Pay Pal:** courses and registrations
- › **US Bank - JC Automotive:** transmission problems on the Ford Expedition
- › **Strauss:** bulk purchase – cases of sports drinks
- › **HSBC Business Solutions:** radio maintenance vendor
- › **Setcom:** bulk battery purchase, etc.
- › **P. G. & E.:** moving into peak season; also on the new Smart Meter, we are tracking meter readings and billings

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

CHIEF'S REPORT: No written report submitted

- › **ISO Insurance Services:** The ladder truck is in need of maintenance, was just certified for one year and we are maintaining a rating of ISO5/8B. The truck must be certified each year to maintain this rating. The minimum estimate for needed repair is \$3,000.00 until they get into it, then the estimate could run possibly up to \$12,000.00 for needed repairs. We can continue to operate the truck as is and take the chance of a breakdown or proceed with repairs. If the truck is down for repairs we would lose the ISO rating and not get that classification back; our classification would drop to a 5 classification and cannot go back to 8B classification. Buying a new truck is not wise as there is no place for storage or staff to drive it; we can watch for a used truck for possible purchase. Chief Cunningham stated that without the ladder truck the insurance rates would increase, was placed into service to keep the rates down. He is currently reluctant to put a lot of money into it right now, options need to be explored.
- › **LAFCO:** Chief Cunningham received report from the State Board of Equalization stating all fees are waived. We still had to pay LAFCO. As of 06/04/10, LAFCO notified all of "detachment of territory". They accepted the Petition and Map as being in conformance. The Court of Appeals has determined litigation is not suitable for mediation, will continue through the Court of Appeals.
- › **PERS and Bickmore Risk Management:** Debbie has arranged to move into (2011 / 2012) PERS Program for Retirement Benefits; will enter into a new contract for Actuaries. All the needed materials are going to the new auditors, Riccardi & Assoc.
- › **Aid to Fire:** Will continue for 2 years at \$600,000.00 per year from Service Area 7 per Board of Supervisors. Service Area 7 is in a better financial situation than County Fire. Chief Cunningham opposed this action to the Board of Supervisors.

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

1. **EKG Training:** The new training discussed and the use of 12 leads instead of 5.
2. **New Computers:** The use of the new computers in the trucks discussed; pro's and con's discussed by Sean Wilson. They are looking forward to getting hydrant layers on the system and pre-plans on in the future.
3. **Maintenance:** Hi-Tech Emergency Vehicles Services estimates repairs to Truck 49 around \$4,000.00 plus an additional \$500.00 to disassemble the aerial for further in depth inspection to determine the extent of the repairs needed.
4. **Divide Volunteer FF Recruit Academy Graduation:** The graduation was held on May 14th.
5. **SCBA:** Grant work continues/
6. **DSP Response Plan:** Changes being monitored with Camino ECC regarding resource dispatches.
7. **Personnel:** Firefighter/Paramedic Robert Sime resigned as of June 14th. Resident Volunteer Firefighter Recruitment Interviews held May 22, some have been scheduled for ride-alongs with Engine Companies. Future Volunteer recruiting efforts discussed. The Central Sierra Regional Occupational Program student ride along program has been completed. Participation in the 2010 Studebaker Wheelbarrow Races being held June 29th discussed and participants listed. Jacob Garel is a new father.

OLD BUSINESS:

1. **Fire Facilities Impact Fee Report:** Chief Cunningham requested the Board proceed with this action; is the 2nd time under Sensitive Matters. He discussed the process to go through to update the plan. Went through the process including internal / external audits, public notices, outreach done and is consistent with the law on advice of Counsel. The plan is consistent with the law. He stated the County may charge a fee to review the plan. If accepted tonight by Board Members, it will be the 1st

step in this process and adopt changes/revisions and policy which are consistent with all fire agencies in the County. Fees may be different from agency to agency. For the next step, Chief Cunningham would put together a document including all requirements; take forward to the County CEO, then to Planning Commission who would review for approval, then to the Board of Supervisors for approval and they will begin collecting fees for the District. The fees collected would be held in an impound account for up to 3 months before releasing to the District. This is a good deal for the County. Lori Tuthill would monitor the impound account. No funds have been lost to-date since Lori started monitoring the account. Fee discussed. Motion made by Jackye Phillips to adopt Resolution 2010.08 Board Policy Article 4 as stated. Motion seconded by Bill Flynn. Role call vote as follows:

Ed Cunha	Absent
Bill Flynn	Aye
Jackye Phillips	Aye
Charles Hoff	Aye
Robert Larsen	Aye

Carried.

2. **Personnel Policy Article 2:** Chief Cunningham discussed the new draft circulating. He and Sean Wilson are working on cleaning this up.
3. **2010/2011 Fiscal Year Preliminary Budget:** Chief Cunningham stated the State of California will probably not be able to repay Prop I-A, therefore will not be able to borrow from local governments. The Governor is working on trying to shift the burden to the Counties on 20 plus bills. The State will try and take our reserves if there are any. Our reserves need to be designated. Chief Cunningham discussed Class 30, will end this years budget with an excess of \$93,000.00; will roll \$100,000.00 to Contingency Fund. He then went through the Preliminary Budget; a \$2.6 million budget proposed; \$70,000.00 to the bank at the beginning of the year. Discussed Reserve Accounts in the bank. Chief Cunningham discussed options for all Revenue Accounts which will increase by \$100,000.00 at the end of the year and another \$93,000.00 securitization received and added. He stated we should have real numbers in September, need to protect reserves from the State so they can't take it. Chief Cunningham went on to discuss the Revenue page and believes we will end with \$3.6 million, is projection less for next year; core tax revenues at 1/2 % less. Will not get firm figures until after we adopt the budget; is anticipating additional revenues from grants and permits. We will get hit with a Property Tax Administration Fee later in the year of approximately \$86,000.00, stating the County increases this fee each year by approximately 5 %. Wages /benefits detail discussed, is also being split by division. Chief Cunningham recommends that the open positions of Engineer, Captain and Firefighter be left in the budget to show we are going to utilize all but \$70,000.00 to cover these positions. A protective replacement clothing plan is in the works; doing a pilot plan for in-house meals. Kitchen remodel for Station 49 included along with structural fire hose replacement. Fixed Asset detail page explained, major projects of capital include grant funding, if funding not approved/received we will not do the purchase. Applied for communication grant which is one exception. LDH type engine touched on, looking into grants for this. Discussed the SCBA mass purchase of cylinders. Health Insurance earmarked for a 10% increase. Chief Cunningham requesting adoption of the Preliminary Budget for 2010/2011 for \$3,682,996.66 at the July Board of Directors' Meeting. Motion made by Charles Hoff to adopt the 2010/2011 Preliminary Budget as submitted. Motion seconded by Bill Flynn. Role call vote as follows:

Ed Cunha	Absent
Bill Flynn	Aye
Jackye Phillips	Aye
Charles Hoff	Aye
Robert Larsen	Aye

Carried.

Hearing closed for #1 Under Time Sensitive Matters.

Break 9:11 PM to 9:15 PM

4. **2010/2011 Appropriation Limits:** Chief Cunningham recommended approval of Resolution 2010.06 for the adoption of the 2010/2011 Proposition 4 Appropriation Limit of \$3,505,543.28. This is a reduction in appropriations by \$62,913.90. Motion made by Jackye Phillips to adopt Resolution 2010.06 as stated. Motion seconded by Bill Flynn. Motion seconded by Charles Hoff. Role call vote as follows:

Ed Cunha	Absent
Bill Flynn	Aye
Jackye Phillips	Aye

Charles Hoff Aye
Robert Larsen Aye

Carried

5. **Cost Recovery Program:** This item may be on the August agenda as an action item.

NEW BUSINESS:

1. **Request from the General Labor Group for Organization Recognition:**

A. **Resolution 2010.09 a resolution of the Board of Directors recognizing and designation of the Firefighter Employees Bargaining Unit.**

B. **Resolution 2010.10 a resolution of the Board of Directors recognizing Diamond Springs/El Dorado Firefighter Employees Group as the exclusively recognized employee organization for the Firefighter Employees Bargaining Unit.** Robert Larsen questioned the Volunteers not being represented in the document. Sean Wilson explained the process, including the bi-laws which clearly include recognition of the Volunteers and they are also on the E-Board. The negotiation process was discussed including the benefits of a bargaining unit. Motion made by Charles Hoff to approve Resolution 2010.09 as stated. Motion seconded by Charles Hoff. Role call vote as follows:

Ed Cunha	Absent
Bill Flynn	Aye
Jackye Phillips	Aye
Charles Hoff	Aye
Robert Larsen	Aye

Carried

2. **Cost Recovery Program:** Chief Cunningham requested adoption of Resolution 2010.11 a resolution causing a variable fund balance account designation for capitol needs of the District; of an immediate transfer of \$300,000.00 to this fund. Motion made by Jackye Phillips to approve Resolution 2010.11 and the transfer of funds not to exceed \$300,000.00. Motion s seconded by Bill Flynn. Role call vote as follows:

Ed Cunha	Absent
Bill Flynn	Aye
Jackye Phillips	Aye
Charles Hoff	Aye
Robert Larsen	Aye

Carried

NEW PURCHASES:

None

EMPLOYEE/VOLUNTEER INPUT:

None

Meeting adjourned,
Respectfully submitted

Caroline Falconer
Board Secretary