

**MAY 13, 2009**  
**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, Robert Larsen.

**ROLL CALL:**     **PRESENT:**  
                          Ed Cunha  
                          Bill Flynn  
                          Charles Hoff  
                          Jackye Phillips  
                          Asst. Chief Erik Peterson  
                          Asst. Chief Robert Combs  
                          Chief Cunningham  
                          Robert Larsen

**FLAG SALUTE:**

Flag salute lead by David Phillips.

**ADOPT AGENDA:**

Motion made by Jackye Phillips to accept the agenda as presented. Motion seconded by Bill Flynn.

**MINUTES:**

Minutes of the April 08, 2009 Board of Directors' Meeting read. Motion made by Bill Flynn to accept the Minutes as presented with the stated correction. Motion seconded by Jackye Phillips./CARRIED.

**OPEN FORUM: For public testimony**

David Phillips gave a presentation on the Explorer's Academy recently held in Marin which included a slide show. The academy covers 3 counties which includes 44 fire departments. 375 explorer's applied, 172 were accepted and 163 participated. We were presented by Cody Whited and Nick Morton. There were 101 advisors; the explorers were up and 5 am and to bed at 10 pm. They went through all types of top notch training the entire day and into the evening, stopping only for meals. This is the 35<sup>th</sup> year for this academy.

**Break 7:34 – 7:44 PM** Coffee and cake were served in honor of Cody and Nick.

## CORRESPONDENCE:

- › LAFCO correspondence deferred to Old Business, Item #3.
- › Letters from Sleepy Hollow Association and the Boys and Girls Club, both deferred to Chief's Report.
- › Letter from Dewy and Mary Ellen Ware. Dewy, for years handed out prizes for the Easter Egg Hunt and is now terminally ill with cancer. One of the crews transported him in the Medic Unit to the Easter Egg Hunt which was a great treat for Dewy. The responsible crew is aware of the letter.
- › Letter from Ron Briggs.
- › Letter from Advance Life Alert Services regarding cars illegally parking in their area; they will hand out fines.
- › Letter from one of the participants from Gold Country, Josephine Moore, regarding the April Board of Directors' Meeting she attended. She enjoyed the meeting and commended the services they receive from the District.
- › Letter from the Deputy County Counsel, Louis Green in response to Chief Cunningham's request for public records information.

## DISTRICT BILLS:

District bills in the amount of \$92,315.12 read. Discussion held on the following items: Chief Cunningham stated the Workers Comp bill for next month's meeting will be large due to a correction made.

Diamond Springs/El Dorado Fire Protection District › training provided  
Edwards Office Systems › new copier  
Steve Nicolls › replacing oxygen cylinders  
CWI › Cummins West – parts  
GSA › wildland firefighters' equipment, tools and hose packs  
Silverado Avionics › radios  
Mt Democrat › public notices  
El Dorado County Surveyor › maps  
US Bank Corp › Staples – printer  
Country Lube Express › oil change for a command or chief's vehicles

Motion made by Jackye Phillips to pay the bills as submitted. Motion seconded by Bill Flynn/CARRIED

## CHIEF'S REPORT:

1. Chief's report included in Board packets. Personnel discussed including special notations:  
**Justin Knox** collected over \$4,000.00 for the Boys and Girls Club and may have another \$1,000.00 coming in.  
**Explorers** did huge cleanup projects at Sleepy Hollow including major vegetation modification and now looks like a park. The Sleepy Hollow Assoc. commended them for their work and a job well done.  
**Steve Nicolls** does a tremendous job working with the air cylinders, etc.  
**Station 48 Project** work discussed, may possibly be getting Federal money.

2. **LAFCO:** The Board of Supervisors, under LAFCO, doing a study for consolidation. Chief Cunningham needs to know if the Board wants him to pursue consolidation or not. He will not participate in the study if the Board is not interested in pursuing consolidation. He stated that legally they cannot consolidate the District without the District's permission. Issues were discussed. This item will be agendaized for the next Board of Directors' Meeting as an official question.
3. **OPERATIONS:** 1 strike team out.
4. **RANCHERIA / COUNTY FIRE:** Communications out to County Counsel and Cal Fire with no responses.
5. **FIRE DISTRICT BOARDS' MEETING:** Holding a dinner which is informal. Strategic Plan Update flier handed out.
6. **2009 / 2010 DISTRICT BUDGET:** Revenues are coming in at -0-. The revenue decrease will be around 2%. A couple of items have been added to the agenda for the Special Board of Directors' Meeting to be held 05/27/09 at 7:00 PM. There will possibly be a shortfall in revenue and options discussed, i.e., take more money out of savings; make broader use of the fees; or reopen negotiations. Class 30 adjustments can be made. If there are pay cuts to be made, they will start at the top; Chief Cunningham stated he does not want to let personnel go. He will be fine tuning the budget and will present this item again at the 5/27/09 Special Board Meeting. Chief Cunningham gave a presentation by power point on the budget. Workers' Comp increased by approximately 50%. Reserves discussed and the amount to be taken out, \$231,000.00 plus. Class 40 and 60 discussed. Spending is to be conservative. We will not use all of the \$231,000.00 this year. A little over \$1,000,000.00 in the bank. This should be a good buffer to get through the next 3 to 4 years. Class 30 budgeted to promote Engineers with minimal increase. Class 40 and 60 reduced. No major public work, etc. next year. Revising the Long Range Plan and development discussed. Currently looking at a flat budget. This will be an action item for the June Board of Directors' Meeting. Grant programs will make a large change if approved.
7. **JPA:** Currently has revenue projections. Marty Hackett hired as the Executive Director.

**Break 8:44 to 8:48 PM**

### **ASST. CHIEF ERIK PETERSON'S REPORT:**

1. **OPERATIONS:** A Strike Team was sent to Santa Barbara and did a good job. The Strike Team List is out. Currently in the process of developing a Water Tender Responsibility List. 3 people are out. Overtime tracking is going well. Offered 1 person a job, background check be processed. Trying to improve involvement of Volunteer training and also tracking training. The Volunteer Recruit Academy is nearing completions. Graduation is 5/23/08 at the Fireman's Hall. Dale Lambert is on vacation. Training classes discussed and the Board is welcomed to attend the classes. The new ambulances were discussed along with moveups. We have been in compliance for 9 months now. Water Tender 49 discussed, is leased equipment with a standard lease agreement. Is designed for off road use.

**ASST. CHIEF ROBERT COMBS' REPORT:** (a report included in the Board packets)

1. **ANNEXATION:** CFD annexation still ongoing. Ballots mailed the 1<sup>st</sup> and only 2 returned so far. Impact mitigation fees collection impacted. Mitigation fee schedule for Diamond Springs showed -0- and is being corrected. Working with the County to put the system on PC.
2. **CONSTRUCTION:** Approximately 15 projects ongoing. Tower-Mart project discussed. Charles Brown School has planned an addition. Asst. Chief Peterson and Combs attended the Stone Henge meeting. Planned subdivision behind Deb's Frosty discussed.
3. **PREVENTION:** Arson Class attended: Mike Edwards to spearhead the project for hydrants. A reduction in staff hours made for the 980 hour employees. Will utilize laid off personnel from the County. 47 business inspections done. Currently working on the smoke detection program. Title III grant discussed; put in for \$26,000.00, could be awarded \$12,600.00. Prevention Officer's Association discussed. Accounts receivable for previewing plans, \$45,000.00.
4. **GRANTS:** The Fire Safe Council is objecting to the process and trying to get all the money for themselves. Clearing House grant did not meet the initial funding, they have a limited amount of money to fund. If they get more money they may be funded later in the year. Other grants discussed and their progress. Lori Tuthill has been working well with the Fire Safe Council. Logtown Fire Safe Council discussed as well and El Dorado County Fire Safe Council. There is a conflict over the money to be allocated to the District regarding signs.

**OLD BUSINESS**

1. **LAFCO MUNICIPAL SERVICE REVIEWS:** Continued to the next Board meeting.
2. **RESOLUTION 2009-03:** Chief Cunningham stated he met with Gold Country and did not come to a resolution. Discussed the resolution and what he found regarding the formula – up to a 3% Cola per year. Is the lowest we can feasibly go. Guaranteed cost amount and contract for services; a major incident would not increase cost. Chief Cunningham recommends Resolution 2009-03 be adopted. It is unknown if any of the entities would accept this. Applies to Gold Country and Escaton as being eligible. Motion made Ed Cunha to adopt Resolution 2009-03 authorizing the use of an alternative fee schedule for cost recovery of District suppression and incident related services. Motion seconded by Charles Hoff.  
Roll call vote as follows:

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

Carried unanimously.
3. **LAFCO:** To go to the Agenda for the Special Board of Directors' Meeting regarding nominations.
4. **STANDARD OF COVER:** Chief Cunningham will present data and maps after the meeting in his office.

## **NEW BUSINESS:**

1. **PRELIMINARY BUDGET:** Covered under Chief's Report.
2. **SURPLUS PROPERTY:** Property be surplus discussed. Motion made by Charles Hoff to surplus the Mercury Cut-off-saw and the copy machine. Motion seconded by Jackye Phillips.
3. **EXTENSION OF LIST:** Chief Cunningham requested we extend the list to expire 12/01/09. Cannot be extended again after this. Motion made by Charles Hoff to extend the expiration date of the list to 12/01/09. Motion seconded by Jackye Phillips.
4. **EMPLOYEE NEGOTIATION:** Requested to maintain health insurance benefits; requesting change from current dental program to self-insured program (HSA). Sean Wilson explained this plan. The cost will remain the same as currently experiencing. This item to be brought back at the June meeting. The Negotiation team is to get with Sean, made up of Debbie, Charles Hoff and Bill Flynn. Charles Hoff will abstain regarding the health insurance benefits issue. They are to provide a written draft policy report. This will be an action item at the June Board of directors' Meeting.

## **NEW PURCHASES:**

None

## **EMPLOYEE/VOLUNTEER INPUT:**

Sean Wilson stated that the employee's group are working to become more formalized. Looked at Union and other options. He would be glad to answer any questions anyone has. The goal is to strengthen the Volunteer Organization. The Association and the E-Board are separate organizations.

Meeting adjourned,  
Respectfully submitted

Caroline Falconer  
Board Secretary