

**NOVEMBER 09, 2011
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 President, Charles Hoff.

ROLL CALL: PRESENT:

Bill Flynn
Pat Williams
Captain Ken Earle - present at 7:10 PM
Asst. Chief Robert Combs
Chief Todd Cunningham
Charles Hoff

ABSENT - none

A quorum is present.

Pat Dwyer present, submitted application of interest to be a board member.
Terrance Tawney also present and submitted application of interest to be a board member.
Lloyd Rutherford also submitted application of interest to be a board member but was not present.

FLAG SALUTE:

Flag salute was lead by Bill Flynn.

ADOPT AGENDA:

Motion made by Pat Williams to approve the agenda as amended. Motion seconded by Bill Flynn.
Motion carried.

MINUTES:

Minutes of the October 19, 2011 Board of Directors Meeting read. Motion made by Bill Flynn to approve the Minutes as submitted. Motion seconded by Pat Williams. Motion Carried.

OPEN FORUM: For public testimony

Public hearing open to the public at 7:05 PM. No public comment at this time.

CORRESPONDENCE:

Letter submitted by Pat Dwyer stating he has toured the facility and would like to be part of it.

DISTRICT BILLS:

District bills in the amount of \$35,996.44 read into the record. Discussion held on the following bills:
Chief Cunningham commented that we are going thru a change of board members and if there are any changes requested in how we review the bills state so and bring to discussion at any time.
Arnolds for Awards › recognition plaque for California Overhead Door for his contributions to the District for his services at little or no cost. He is committed to the public.
Cook Paging › we are moving to PDA's.
Enterprise Investigations & Kaiser on the Job › Ken Earle is bring on volunteers, there are 5 in the works right now.
HSBC Business Solutions › household and maintenance expenses – landscaping and painting for Winter readiness.
William Ross › legal review of documents.
US Bank Corp › Trip includes accounts receivable.

Motion made by Pat Williams to approve the bills as submitted. Motion seconded by Bill Flynn.
Motion Carried.

CHIEF'S REPORT:

Awards Dinner › set for 11/17/11 at 6 PM for Firefighters and Sheriff's Officer of the year. Ken Earle and Sean Yuill are to receive awards. The dinner will be held at the Motherlode Lyons Hall.

Board Vacancies › Board vacancies will be discussed later in the meeting.

Tax Override › Pioneer Fire District won their tax override. Chief Cunningham commended them for changing their entire attitude for the entire community, this was a grassroots measure. They deserve recognition and commendation.

Injury › Leah Yaws has an off duty injury and will be off for 3 months with ankle surgery and recovery.

Financial Report › We are on track with the JPA and the District, carrying vacancies on both the District and JPA sides. Doing well, 50% in expenditures. Revenues are coming in as predicted.

ASSISTANCE CHIEF ROBERT COMB'S REPORT: presented in the Board packet.

Community Facilities District › The next annexation will be in the Spring.

Impact Fees › \$15683.78 should be collected in the upcoming months ahead. \$20,000.00 has been recovered in missing revenues.

Staff Report › Mike is still loading Hydrant GPS into the system and into the maps and the county through Jose Crummett. Monthly FPO and County Coop Meetings are still being held. Plan reviews discussed. Annual Inspections discussed and as well as Construction inspections and other inspections. School inspections are ongoing. Social Media Class held 10/25/11, Gary and Mike attended. Rob and Lori attended the Firefighter's Bill of Right's class 10/27/11. Todd and Robert Combs attended the Fire Chiefs Convention in Seattle.

Grant Updates › Grant updates discussed, nothing stellar to report.

Fire Safe Councils › The Fire Safe Council received \$112,018 from the CA FSC Clearing House for the 2012 Residential Chipping Program and Green Waste Voucher Program. Lori's DSP1 Martinez Creek Fuel Reduction Project did not get prop 40 funding. This is being resubmitted to the Sierra Nevada Conservancy. Nashville received \$65,600 CA FSC Clearing House the Greater Sandridge Ridgetop Fuels Reduction Project.

Fire Prevention Officer's Association › All the Districts to present the Interpretation of CA Fire Code Section 507 to their respective boards. Bids for demolition of sighting at Station 42 and 46 discussed. Station 46 still under review. Veggiman Agreement discussed – Growlersberg to provide 1 free crew per day per station. Winter Week long training discussed, is an opportunity to restructure some training mandates, etc and knockout a lot of State required training at the same time. Fire Prevention Officer's meeting today discussed regarding parcel split in the County Fire District area. The Board of Supervisors voted to waive second access; they voted to have Fire Safe Plan signed off by Dept of Transportation but DOT refused to sign as well as the fire district. The Board of Supervisors is ignoring State regulations regarding the Rattlesnake Bar area and also ignoring all recommendations. Illegal installation of gates discussed.

CAPTAIN KEN EARLE'S REPORT on Operations presented in the Board packet.

Incidents › 133 for the month of October.

Injuries › None to report.

Fleet Report › Nothing out of the ordinary to report.

Training › 108 hours of documented training in October reported. November training posted on the website. Quarterly readiness evaluations in progress for each shift on a rotational basis.

Personnel › New Volunteers received all required introductory training and are training with their Captains. There will be no El Dorado County Volunteer Recruit Academy this year due to low enrollment.

Safety/Compliance › Winter Week long Wonder Training previously discuss.

OLD BUSINESS:

1. **Report by the Personnel Committee:** Chief Cunningham discussed recruiting and contract issues, recruiting still open until the 30th. Advertisements went out, currently approximately 23 packets came back in. It was thought that there would be much more applications coming in. Found that the majority of people are not taking a chance of relocating, job change, etc. The economy has changed prospective interest and people are being conservative with change. We have very high standards also. Will utilize a data matrix.
2. **Resolution 2011-12 – Local Code Determination:** Asst. Chief Combs explained the resolution, State Fire Code and requirements and interpretation which is due able but not economically and/or financially feasible. The State stated the boards could approve the interpretation and as the approved

method for existing residential structures. Asst. Chief Combs read the resolution and stated Cameron Park is adopting the resolution tonight and other districts are also reviewing for possible adoption. Motion made by Pay Williams to adopt Resolution 2011-12 – Local Code Determination as presented. Motion seconded by Bill Flynn. Role call vote as follows:

Bill Flynn Aye
Pat Williams Aye
Charles Hoff Aye

Unanimous vote/carried

3. **JPA / El Dorado County Audit:** El Dorado County Fire still have not reconciled their audits. Chief Cunningham requested that El Dorado County Fire be found in breach of contract and is jeopardizing JPA / Diamond Springs Fire. There will be a discussion at the next JPA Board meeting regarding this issue and how to deal with it. It is felt that we should not settle our debt until County Fire reconciles their audits. Our audit will be done by Ricciardi and Ricciardi for the year so our books can be closed. Joe Harn will accept our audit as done by the auditor hired. For now we will hold course to see what happens on the \$18,000.00 debt and if County Fire does their audits. County Fire – we do not know what they are doing. No audit findings yet to clear the debt. This will continue as a potential action item for awhile.
4. **Appointment of Interim Director(s):** There are currently 2 vacancies, need to appointment at least 2 position tonight. 3 letters of interest have been received. Applications presented in order. Charles Hoff recommended appointment of one person tonight who has already been interview and set interviews with the other 2 applicants. No one has talked to Mr. Rutherford yet. Charles Hoff stated he would like to appoint Terrance Tawney as Interim Director to replace Jackie Phillips vacancy. Motion made by Pat Williams to appoint Terrance Tawney Interim Director. Motion seconded by Bill Flynn./Carried. Interviews of the other 2 candidates will be done as soon as possible.
5. **Purchasing Authorization:** Staff request authorization to award bid(s) for the partial repair/upgrade of the exterior of Stations 44 and 46. They have received several bids for stuccoing, demolition repairs. Quite a variation on bids, met with each vendor on negotiations. Inmate labor will help reduce the actual cost and we would do our own teardown and cleanup to save on costs. Bid amounts discussed from Mudd Brothers, Starr ad Corteze in order of high to low bids. Backgrounds checked into and found that Corteze has no current contractor's license. It was decided to award the bid to Corteze, the lowest bid, contingent upon providing documentation and being in compliance with having a current contractor's license. Starr is compliant and would receive the award as 2nd on the list if Corteze cannot be in compliance. The Board authorized Chief Cunningham to continue pursuit of the bid awards.

NEW BUSINESS:

1. **Resolution 2011-22 – Health Care:** This should be Old Business, Item 6. Was passed and sent back by PERS for corrections and form, need to re-act on it. Motion made by Bill Flynn to re-adopt Resolution 2011-11 fixing Employer's contribution under the Public Employee's Medical and Hospital Care Act. Motion seconded by Pat Williams./Carried

NEW PURCHASES:

None

EMPLOYEE/VOLUNTEER INPUT:

None

Meeting adjourned,
Respectfully submitted

Caroline Falconer
Board Secretary