

SEPTEMBER 14, 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 7:03.M. by President, Charles Hoff.

ROLL CALL: PRESENT

Bill Flynn
Pat Williams
Ed Cunha – in at 7:09 PM
Captain Ken Earle – in at 7:15 PM
Asst. Chief Robert Combs
Chief Todd Cunningham
Charles Hoff – present at 7:30 PM

ABSENT

Jackye Phillips
A quorum is present.

FLAG SALUTE:

Flag salute was lead by Robert Thatcher.

ADOPT AGENDA:

OLD BUSINESS: #3. 2011-12 Fiscal Final Budget: Correct to "Action Item" / "FY 2010-11 Final Budget corrected to read "FY 2011-12 Final Budget.

OPEN FORUM: Open Public Hearing until item #3 under **OLD BUSINESS.**

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

MINUTES:

Minutes of the Aug 10, 2011 Board of Directors Meeting read and with 2 corrections stated. Motion made by Bill Flynn to approve the minutes with the stated corrections. Motion seconded by Pat Williams. Motion Carried.

OPEN FORUM: For public testimony

Public hearing open to the public. No public comment at this time.

Ed Cunha present at 7:09 PM

CORRESPONDENCE:

None

DISTRICT BILLS:

District bills in the amount of \$239,043.80 read into the record. Discussion held on the following bills:

Chief Cunningham discussed OPEB procedural requirement of payment in the amount of \$177,137.00. This is not reflected as an expenditure in the budget, is money moved from one fund to another fund. There is no conflict of interest as is for future retirees. Chief Cunningham discussed this in more detail including dollar cost averaging. We have actuarial and liabilities and this is the method of resolving issues and meeting those obligations. Next year the method will be dollar cost averaging. This money is not being invested in the stock market, will be an insured investment fund. Also next year will probably be quarterly or monthly payments, will be review further next year.

Kaiser › medicals for Laubinger.

HSBC › credit of \$201.31 overcharge; tri-tip and other items for the Labor Day Bazaar to be reimbursed by the Association.

US Bank › **Alaska Air** – 4 employees to do research on engines in Southern California.
Alliance Computer Tech › Spam, etc, renewal agreements on 2 different machines.
Cascade Fire Equipment › protective clothing, wildland clothing change-up, are two layers now.

Chief Cunningham stated there was a lot of vehicle maintenance over the last couple of months and a couple of major drive-train failures. Catmandoo who is on-call was the onsite provider 24 hours a day. He also stated that he is putting together a Letter of Recommendation to present to the owner of Overhead Door stating that for every job he does for the District and is paid for, he does one for free, he is very committed to the community stating that half the time he never sends a bill.
Motion made by Pat Williams to pay the bills as submitted. Motion seconded by Bill Flynn. Motion Carried.

CHIEF'S REPORT:

Chief Cunningham to cover his report under **OLD BUSINESS: #3. 2011-12 Fiscal Final Budget.**

ASST. CHIEF ROBERT COMB'S REPORT: Report presented in the Board Packets.

› **2010 California Fire Code Amendment:** Asst. Chief Combs stated the draft for the Interpretation of CFC Section 507 is available for viewing. He stated the State Fire Marshal's Office contacted him stating they will not respond to his request as other Districts are also responding to the Fire Code Section and the Fire Marshal will need to change the Code in the near future. The interpretation was explained in more detail. Asst. Chief Combs requested direction on his interpretation of the code. Board members stated they will review further and this issue is also under **OLD BUSINESS #2 Local Code Determination.**

- › **Grant Updates:** The **Pre-Plan** grant is being re-submitted. Fire Safe Council submitted 2 grants on our behalf regarding vegetation mitigation.
- › **Walmart:** Walmart is undergoing a major remodel for a Mini-Walmart.

CAPTAIN KEN EARLE'S REPORT: Report presented in the Board Packets

- › **Incidents:** 136 incidents for August, a decrease over last year.
- › **Training:** Has applied for a grant to finish training. Medical training equipment discussed.

OLD BUSINESS: Public comment closed – no comment from the public.

1. **Report by the Personnel Committee:** Pat Williams stated that a Closed Session is on the Agenda regarding wages and hours for the Chief's position which will affect the Asst. Chief's position. Chief Cunningham has been working on negotiations, etc. and background information.

2. **Local Code Determination:** This item will be an action item on next month's Agenda. Each individual agency will be making the same requests of their Board Members. The next FPO meeting will be prior to our next Board meeting. This will be adopted as a Resolution at the next Board meeting.

Public hearing portion of this meeting closed at 8:03 PM

3. **2011-12 Fiscal Final Budget:** Presentation made by Chief Cunningham and Asst. Chief Combs via power point presentation. Rollover into Reserves will be approximately \$249,363.82. The purpose of reserves discussed, to be used as a liquidation tool. Made it through 88% of the year last year before going to negative in interest. We were in the black more than the red last year. We will probably not go into the red this year. The cost of financing was discussed. If increasing expenditures then we need to increase reserves. **Development Fees** discussed, no big capital improvements to come out. The County has stalled everyone in Development Fees. **Revenue** will be at a 1% reduction for the District in core revenues. **Property taxes** discussed. We may possibly teeter for a short time. **Property tax Administration Fee** has increased. **CFD revenue** increased and stays in Reserves. **Charges for services** are about the same as last year. Nothing confirmed on grants. **Grants** brought in \$434,796.18 last year which was great. **Wages** for Asst. Chief and open slots discussed. **Extra help and overtime** based on actual figures. **Reduced Fire Prevention** to 2 positions. Retirement costs touched on. **Health insurance** is a minor increase of about 2.4% which will impact us in January, 2012. **Services and Supplies** at a 14% increase, mostly due to replacement of turnouts at the cost of \$2500.00 per set and rotation of wildland clothing upgrade. **Communications** – MDT's will start phasing out slowly. We are trying to maintain the system as is. Medic Units have already started using I-Pads and some are showing up in the engines. Need to have some type of mounting system for the I-Pads. Verizon discussed and improvement in the information system. No increase in Dispatching. **Vehicle Maintenance** has come down based on what has actually been expended. **Election Costs** touched on, and could be potentially funding an election. **Radio Maintenance** down as anticipated. **Assets** will be an additional expenditure on the budget to finish Station 49. Station 44 and 49 stucco work discussed. Station 46 needs all 4 sides done due to a bonding issue, there are some big

issues there with all sides having to come down. **Communication Mandates / Laptops** \$7500.00 budgeted out of Development Fees and \$7500.00 from General Fund to purchase I-Pads and radios for the Units, etc. **Health Care** Blue Shield had the largest impact as well as 2 open positions also being funded for as a cushion. There will be about a \$4000.00 increase this year including retiree costs. **Retiree Costs** will diminish over the years due to increasing age of clients and children becoming adults. This year budget will be approximately \$3,151,307.87. Motion made by Pat Williams to present the **2011-12 Fiscal Final Budget** to the Board of Supervisors for approval. Motion seconded by Charles Hoff. Motion carried.

NEW BUSINESS:

1. **Journal Transfer:** This item stricken as resolved under District Bills.
2. **Resolution 2011.11:** Resolution fixing the employer's contribution under the Public Employees Medical and Hospital Care Act. Chief Cunningham discussed the increase and the Health Care Cap Rate budgeted for, based on the Cap of the Blue Shield HMO. Motion made by Bill Flynn to pass Resolution 2011.11 as presented. Motion seconded by Pat Williams. Motion carried.

NEW PURCHASES:

None

EMPLOYEE/VOLUNTEER INPUT:

None.

CLOSED SESSION: Off record at 9:08 PM

Meeting adjourned,
Respectfully submitted

Caroline Falconer
Board Secretary