

DIAMOND SPRINGS-EL DORADO FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING MINUTES
May 11, 2021

PLACE: DIAMOND SPRINGS FIRE STATION 49
501 Pleasant Valley Road
Diamond Springs, CA 95619
or via Zoom Conference

Director Williams called the meeting to order at 3:05

Roll call as follows: Those present are
Patrick Williams
Richard Boylan
Dave Phillips (remote)
Peter Moffett
Gary Cooper
Chief Gallagher
Paul Gant, District Counsel (remote)

Pledge recited

Approval of Agenda: The Agenda was amended as follows: Closed Session removed from the agenda and the closed session item moved to New Business #6. Motion to approve the Agenda as amended made by Richard Boylan. Motion seconded by Peter Moffett. Motion approved by unanimous roll call vote

Approval of Minutes: A motion to approve the Board Minutes from April 13, 2021 made by Richard Boylan. Motion seconded by Peter Moffett. Motion approved by unanimous roll call vote. A motion to approve the Minutes from the April 20, 2021 Special Board Meeting made by Peter Moffett. Motion seconded by Richard Boylan. Motion approved by unanimous roll call vote. A motion to approve the Minutes from the April 26, 2021 Special Board Meeting made by Peter Moffett. Motion seconded by Richard Boylan. Motion approved by unanimous roll call vote.

Director Williams opened Public Forum at 3:09

Correspondence: Letter from El Dorado Housing thanking Ken & Casey for their help in testing tents and flammables in order for them to use Green Valley Church for housing during the pandemic.

Consent Items: A Motion to approve the consent items made by Peter Moffett. Motion seconded by Richard Boylan. Motion approved with unanimous roll call vote.

Chiefs Report

- Call Stats - M49 responded to 248 in April second busiest in County. Engine responded to 231 calls in April. We had a structure fire on Forni Road. Owner lost his house. Wildland Fires picking up – Shed Fire using for Art Studio was a spot fire from an acre away. Fuels loads are like what they are usually like at the end of July.
- Directors assigned Ethics Training & Sexual Harassment Training in Target Solutions. Please turn in certificates when complete.

- Budget Update: Chief Gallagher went over the fund balances of the General Operating, CFD & Development Fee Accounts. The General Operating account is going to be close at FY end. We may need to do a JT next month.
- We will use the State Board of Equalization recommendations to use 1.010136 for revenue increase for FY21-22 budget.
- JPA numbers are looking good. We have \$318,000 left. The JPA is negotiation with the BOS to re-open the fixed rate contract to create a fund to pay for the UAL & OPEB expenses. There is a special JPA Board meeting to review and then the recommendation will go to the BOS's.
- Nexus Study for Capital Improvement Plan will be done this year. Chief requesting quotes for Preliminary Budget.

Old Business

1. MOU Ratification/Side Letter – Local side letter /proposal received by board this morning. Normally would be discussed in closed session but did not receive in time. Changing the Job Description are policy items and will need to be agendized separately. Gant – Board cannot take final action without them being listed on the agenda so the public can have time to make comments. Board could direct staff to get them ready for next months meeting. Job Descriptions were listed as Item and were included in the Board Packet. Agenda does state that public can ask about anything on the agenda. Will discuss under New Business Item #1.
All changes to MOU have been reviewed by both legal counsels.
Gant said we could discuss the side letter in open session, union agreed.

Side Letter Discussed –

- I. Wage Scale – FF & FF/Paramedic – Figures acceptable to workforce. 16% raise – Boylan applauds integrity of group. In favor of adopting the wage scale – Cost Annually \$60,000. Decrease in Chief \$95,000. Savings of \$35,000. Deferred Comp is a district policy but not addressed in MOU.
- II. Job Descriptions:
 - a. FF – Policy 1110 – Removed AA/AS. Added - Obtain FF Class C or Class B the first year of employment in order to work as operators – succession planning.
 - b. FF/Paramedic – Policy Same
 - c. Engineer – No Change
 - d. Engineer P – No change
 - e. Fire Captain – Removed AA requirement. Still desirable. Engine Boss needs to be qualified within 1 year or unable to deploy on strike team.
 - f. Captain Paramedic – Same
 - g. Battalion Chief – Mirrored Deputy Chief minus Educational requirement. Moffett – sees no need for Deputy Chief. Use BC instead. Last pay scale BC & AC not on it making it hard to promote people.
 - h. Fire Chief – 1180.4.11 – BA/BS Degree changed to AA/AS within a year. Also needs to get Chief Officer Certification within a year. Add to 1180.2.1 –... and provide board with timely and complete information on district matters.
- III. Minimum Staffing Policy – No change – Minimum staffing is a Captain, Engineer, Medic Unit 3, 2 need to be union employees.

A motion to ratify the MOU and the amendment with local 4972 made by Richard Boylan. Motion seconded by Peter Moffett. Motion approved by unanimous roll call vote.

2. Fire Chief Recruitment Process – Discussed how to handle the fire chief recruitment process. Directors decided to fly the position internally and appointed Director Phillips and Director Moffett to a Fire Chief Recruitment Sub

Committee to work with staff to create a job flyer, set up the time frame and to establish a review committee. Cooper read a letter from Ed Cunha expressing the interest of the Fire Fighters Association to be part of the process and to start being included in district fund raising and other events again.

New Business

1. Job Descriptions – Discussed above.
2. Wage Scale – Chief Wages brought down to old wages before 10% increase.
3. Admin Code-By-Laws – Boylan – First Reading - Cleaned up and added Article III, G. Health & Safety Code Secretary also elected not appointed. Majority Vote standard throughout. We will have a Public Hearing and vote on it next month.
4. LAFCO – Packet distributed with run-off election info. Board to vote at June Meeting.
5. Surplus – Earle’s Laptop & his I-Pad so he can continue to use his programs for radio’s for his work on his overhead team. 7th Dimensions would go thru devices and take off sensitive items. Motion to allow Deputy Chief Earle to purchase his HP Laptop and his Apple I-pad for \$1000 when he retires made by Peter Moffett. Motion seconded by Gary Cooper. Motion approved by unanimous roll call vote.
6. Fire Chief’s Health Insurance - A Motion to provide Chief Ransdell Retirement Health Insurance at a level comparable to other District Employees made by Richard Boylan. Motion seconded by Peter Moffett. Motion approved by unanimous roll call vote.

New Purchases – None. Chief Gallagher will be putting a spending freeze in place tomorrow. The only purchases allowed will be for operational necessity.

Employee/Union – Daniels – Thanked the Board for working to ratify the MOU. He encouraged the board to put together a committee next time for negotiations. (Phillips and Moffett) Changed from committee to Chief this time. He said more work in last two weeks than in last 12 months – positive movement with changes.

Update on BC from Chief Gallagher– Leah Yaws will go into Fire Prevention & EMS Acting BC position. She has been with the district for 26 years, personable, organized. Her start date is May 24th giving her time to work with Earle & Tony before they leave. Chief putting his plan for Duty Coverage together. He plans to keep just the two of them for a while to see the workload.

Motion to adjourn made by Gary Cooper. Motion seconded by Peter Moffett. Meeting adjourned at 4:39 pm.

Respectfully submitted by Lori Tuthill, Board Secretary