

**DIAMOND SPRINGS/EL DORADO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, March 14, 2023**

PLACE: Diamond Springs Fire Station
501 Pleasant Valley Road
Diamond Springs CA 95619

Director Phillips called the meeting to order 3:03 pm.

Roll call as follows	<u>Present</u>	<u>Absent</u>
	Phillips	Moffett
	Cooper	Pettibone – arrived at 3:48
	Weidert	
	Chief Gallagher	
	BC Yaws	

Pledge recited.

Adoption of Agenda –The Agenda was amended as follows: Added Time Sensitive Matters, Item 1 right after Flag Salute. CFD Public Hearing – Public Hearing - The Board will hold a public hearing to consider authorization for the annexation of the territory within the proposed Annexation No. 10 (the “Annexation”) into the Diamond Springs-El Dorado Fire Protection District Community Facilities District No. 2006-01 (the "CFD") and the rate and method of apportionment of the special tax (the "Special Tax") proposed to be levied on certain property within the Annexation. All ballots due to the Secretary of the Board by 3:00 pm on Tuesday, March 14, 2023.

Director Phillips opened the Public Hearing on the Matter of the CFD Annexation at 3:05 pm.

A motion to adopt the agenda as amended was made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved.

A motion to approve the Meeting Minutes from the February 14, 2023, Board of Directors Meeting as presented was made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved.

Director Phillips opened the Public Forum at 3:05 pm.

Correspondence: None

Consent Items: A motion to approve the March Consent Items made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved.

CHIEF’S REPORT on Operations, Training.

- The Chief handed out a flyer for the Placerville FSC & City of Placerville event this Saturday.
- E 49 responded to 208 calls last month, 129 in, 242 total, T49 responded to 2 calls, R49 responded to 1 call. P44 ran with engines in tandem during snowy weather.
- We have been using PS Trax to track medical supplies and will now use for SCBA’s, Vehicle Maintenance, Station Maintenance, PPE & Fixed Assets – Month or two to build. Helpful for CAL OSHA Safety Inspections, Services & ISO Reporting
- Flyer for Lateral Captain – March 31st, Assessment April 14th. Will also be flying for FF/Paramedic.
- M49 Staff Back up – March 25th Re-Opening and Badge Pinning. M49 will be staffed up tomorrow with PAO’s (Paramedic Ambulance Operators) single role. Media to be contacted for the 25th. FSC’s, flyer website and social media. Phillips out of town. Weider to attend, Cooper out of town.
- Gold Country Purchase – received letter with new owner. Will follow up with them. Are they non-profit or not. Will need new agreement. Any way to get them into the CFD? Meeting in April with CFD Consultant. Part of First Responder Fee?

BC’s Report –

- State Mandates being worked on – Resolution hopefully in June.
- Regular Meeting with ECF Prevention – once a week. Transitioning to Braden handling Fire Marshal for us. Letter with both logos designed.
- Attending FSC – South County FDC - \$3.5 million dollar grant awarded working with Chief Vickers and RCD – Diamond Springs and Oak Hill no great place to draw a line. How to best utilize money. Focus to help facilitate evacuations and slow fire progression so there is time to get it out. Presentation to Cal FIRE soon and work to start this year. FSC's very busy and trying to make things happen.
- Chief Yaws attended the Log Town Fire Safe Council Meeting last Saturday with Chief Gallagher.
- County Vegetation Management Ordinance -working group has been formed to re-work the ordinance to be more in alignment with 4291. Next Meeting March 23rd.
- Development – Dutch Bros to open in about 30 days. The old Union Bank has been demolished and will become the home of Dunkin Donuts, Baskin Robbins, and Delta Dental.
- Leah has been tasked to join MSOC again. She will attend the meeting tomorrow.
- Beau Mollett has almost completed the process to be a Fire Training Officer with the County. Documentation from Beau was excellent per County.
- CFD Consultant – meeting again in April. Looking into the possible expansion of the existing CFD or creating a second CFD. Will also be discussing other funding mechanisms for other things.

OLD BUSINESS

1. Fire Summit Meetings Update –No report.
2. First Responder Fee – Received draft of the study from DTA yesterday. Will send it out to Board & Admin for review. Possible approval at next month's Board Meeting.
3. Succession Planning – Written plan with steps from Fire Fighter to Chief being created. Time frames will be on the document. Goal in Strategic Plan as well.

NEW BUSINESS

1. DSP-ECF Working Group Updates: Staff Report handed out. The Chief reported that the working Group reviewed Feasibility Studies from Fitch and Associates, ESCI & AP Triton and made a recommendation to use Fitch & Associates. Time Frame & Pricing lead us to the recommendation to use Fitch & Associates – 5-months as opposed to AP Tritons 9-month time frame, ESCI 6- months. Output still comparable. ESCI - \$53,000 Fitch \$45,000. Asking for board approval to hire Fitch & Associates to do the Feasibility Study. Our share would be half under the formal bid cap of \$25,000. The final product should be done in the 5-month time frame. A motion to approve the hiring of Fitch & Associates to complete the Feasibility Study was made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved.
2. Community Facilities District 2006.01 Annexation 10, Public Hearing – Director Phillips closed the Public Hearing on the matter of CFD 2006-01, Annexation No 10 at 3:40 pm.
 - a. Resolution 2023-04 –Motion to adopt Resolution 2023-04 Calling for a special election for CFD, 2006-01, Annexation No. 10, Proposition A, via Landowner Vote regarding the annual levy of special taxes within Annexation No. 10 to finance fire suppression services, emergency medical services and fire prevention activities therein made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved with the following roll call vote: Weidert – Yes, Cooper - Yes, Phillips - Yes, Moffett – Absent, Pettibone – Absent.
 - b. Canvas of the Election Returns – The Canvass of the Election Returns and Certification of the Election Results for Community Facility District 2006-01, Annexation No. 10 was completed by the Board Secretary.
 - c. Resolution 2023-05 – Motion to adopt Resolution 2023-05 declaring the election results of CFD 2006-01, Annexation No. 10 made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved with the following roll call vote: Weidert – Yes, Cooper - Yes, Phillips - Yes, Moffett – Absent, Pettibone – Absent.

- d. Amended Notice of Special Tax Lien –The Amended Notice of Special Tax Lien for Annexation No. 10 was completed by the Board Secretary and will be recorded in the office of the County Recorder within 15 days of the public hearing.
3. Resolution 2023-06 – Motion to approve Resolution 2023-06 authorizing participation in and approving the Amended Agreement with The Fire Risk Management Services Joint Powers Authority (FRMS) - FASIS & FDAC EBA will consolidate to form Fire Risk Management Services (FRMS) made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved with the following roll call vote: Weidert – Yes, Cooper - Yes, Phillips - Yes, Moffett – Absent, Pettibone – Absent.
4. New Legal Counsel – Looking for a more specialized team. We received information about three firms. Will go out for Scope of Work and Quote on these three.
5. Board Training – Reminder to do AB1234 and Sexual Harassment assigned on Target Solutions. Six months to complete. Form 700 due by April with County Elections. Phillips to talk to Legal about providing some board training.
6. Committee Reports

Adhoc Committees

- Board Policies & Procedures Adhoc Committee – Phillips, Weidert – Received feedback from a few people. Will update with Lori’s changes and the calendar she updated. Next week will be sent to legal for review.
- Station 48 Adhoc Committee – Weidert, Pettibone – Working on meeting with Grado sometime early next week. Thursday at 3:00 pm at Grado’s office with Pettibone, Leah & Matt.
- Annexation Adhoc Committee – Phillips – Monthly meeting 1st Wed of the month at 9:00 here. Reviewed proposals for Feasibility Study at the last meeting.

Standing Committees

- Strategic Plan Standing Committee – Cooper, Pettibone – Met yesterday with Gallagher & Cooper – went through plan and changed some of the dates. 2023 goals assigned a month for completion this year. Board Policies & Procedures date changed to June.
- Budget/Finance Standing Committee– Cooper, Pettibone – Cooper reported – Right on target. OT over but 1200 will be transferred. First Responders Fee - \$10,000, UAL questions & Feasibility Study not budgeted – part this year and part next fiscal year. Still looking into Solar.

New Purchases: None. Discussed Engine purchase – pushed out another year due to chassis availability. May change to Type 1 instead of Type 3. Possibility of looking at the Cal FIRE spec. Chief to look into.

Employee/Union: No report.

Items for next Meeting:

DTA First Responder Fee

Phillips closed the open forum and Adjourned to Closed Session at 4:05.

Adjourned from Closed Session at 5:56. No action taken.

Respectfully submitted by

Lori Tuthill, Board Secretary