

**DIAMOND SPRINGS/EL DORADO FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, April 11, 2023**

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

Director Phillips called the meeting to order 3:00 pm.

Roll call as follows                    Present  
David Phillips  
Gary Cooper  
Michael Weidert  
Michael Pettibone  
Chief Gallagher  
Battalion Chief Yaws

Pledge recited.

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

Presentation by Richard Ruiz with DTA on the First Responder Fee – Power Point Presentation – 3:05 until 3:20. Feel free to call or email Richard with any questions. Richard will send a list of how to proceed in the next few days.

Adjourn to Closed Session at 3:22 pm.

Meeting called back to order at 4:36 pm.

Report for closed session:

1. Legal Counsel gave the Board direction on this item.
2. No action taken on this item.

A motion to approve the Meeting Minutes from the March 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 4:39

Correspondence: None

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

CHIEF'S REPORT on Operations, Training.

- Call Stats – DSP 245, 131 E49 T49. M49 116 majority in Diamonds area, the rest in ECF's area.
- Ceremony for re-opening went well.
- Lateral Captains testing 4/19 – 10 apps, 8 invited, 4 confirmed waiting on 1 other one.
- FF/Medic – April 28<sup>th</sup> – no applications to date. FF's/EMT are easy to find. Worst case we will run 1 ALS Shift and 1 BLS shift if we don't get any applications. Spencer – Amount of times w/o medic unit very few.

BC's Report –

- Retirement - April 28<sup>th</sup> is Leah's last day.
- Meeting with Chief Sterling every week so he is ready for the transition. This Thursday is the next meeting for prevention.

- Thursday we will also be meeting with Capitol Public Finance regarding the CFD. Help with existing and expanding the scope.
- Johnny, Engine Co & Chief working on State Mandates. First inspections should be done by the end of April. Re-inspections will need to be done.

## OLD BUSINESS

1. First Responder Fee Analysis– A motion to approve the Draft of the First Responder Fee Analysis made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved.
2. Fire Summit Meetings Update –No report, no meeting.
3. DSP-ECF Working Group –
  - a. A motion to approve the Agreement with Fitch & Associates to perform the Annexation Feasibility Study made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved by the following Roll Call Vote: Phillips Y, Cooper -Y, Weidert -Y, Pettibone -Y.
4. Succession Planning –No change since last month.

## NEW BUSINESS

1. Brown Act Training – Set for April 27, 2023, at 1:00 pm.
2. The directors reviewed their options for filling a Board Vacancy per Government Code 1780-1781 - Director Moffett’s Resignation letter was read for the record. Board Secretary to notify elections of his resignation and will post a Notice of Vacancy and an application for the required time frame.
3. Resolution 2023-08 - A motion to approve the job descriptions for Fire Prevention Inspector I and II, the revised job description for Fire Prevention Officer and the amended 2022-2023 Pay Schedule made by Gary Cooper. Motion seconded by Michael Pettibone. Motion approved by the following Roll Call Vote: Phillips Y, Cooper -Y, Weidert -Y, Pettibone -Y.
4. New Legal Counsel - Tabled until next month’s meeting. Chief still researching firms.
5. LAFCO Special District Election–The Board recommended White for the Regular Seat and Saunders for the Alternate Seat.

## Committee Reports

### Adhoc Committees

- Board Policies & Procedures Adhoc Committee – Weidert –Item 3.3 Directors compensation – Meeting Definition – majority of members at same time and location to take action on items. Legal to vet this out. The board gave direction for Chief to send to Legal once last few changes are made.
- Station 48 Adhoc Committee – Pettibone – Based on the meeting with Grado, it does not make sense to trap a fire house inside The Crossings project. Not a good location. Mike called on another piece of property across the street – it was \$249,000. Grado not interested in using the lot that Station 48 is on. Committee to look into some other properties. Contact County and see if they would be interested in the Station 48 property.
- Annexation Adhoc Committee – No change. Meeting tomorrow morning.

### Standing Committees

- Strategic Plan Standing Committee – Gallagher reported that the committee met yesterday.

- Regular meetings for staff have been set up, which is one of the items addressed in the Strategic Plan. Periodic Staff meetings will be held every other month. Memo went out. Officer Meeting held in March, Staff Meeting scheduled.
- Budget/Finance Standing Committee– Cooper – The 23-24 Preliminary Budget was reviewed at the last Finance Committee Meeting. The funding for the Inspector position was added to the budget. Overtime sub object was decreased because they are anticipating fewer Strike Teams this fire season due to the wet winter. Discussed Workers Comp being over budget this fiscal year due to paying the Service Area 7 portion. Chief to reach out to FASIS. Looking for a refund. OPEB – Budgeted contribution for this year but not sure if we will pay it. Nothing in the 23-24 budget for OBEB yet. Starting a 115 Trust is also being discussed.

New Purchases: None

Employee/Union: Phillips reported that the side letter says we were supposed to be meeting with the union this month. Requested a letter from the Union letting the board know it is rescinded. Spencer to talk with Jack and get back to board.

Leah reported that Bud Baker prior board member and volunteer has dementia and is failing. His sister came in and let us know it is Bud Bakers wish to have his service here.

Items for next Meeting:

- Interviews for Board Applicant
- Ride a long day for Board – Spencer happy to set up.

There were two structure fires this week and the crews did a great job keeping it from spreading and protecting contents of homes.

Phillips closed the open forum at 5:52 pm. A motion to adjourn made by Gary Cooper. Motion seconded by Michael Weidert. The meeting was adjourned at 5:52 pm.

Respectfully submitted by

Lori Tuthill, Board Secretary