

**DIAMOND SPRINGS/EL DORADO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING AGENDA
Tuesday, August 8, 2023**

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

Time: 3:00 P.M.
Posted: August 4, 2023

Diamond Springs/El Dorado Fire Protection District, in complying with the Americans with Disabilities Act (ADA), requests individuals who require specific accommodations to access, attend or participate in the Board Meeting, due to disability, to please contact the District at 530-626-3190 at least two (2) business days prior to the scheduled meeting to ensure that the District may assist you.

For Purposes of the Brown Act (Government Code Section 54954.2(a)), the numbered items on this agenda give a brief general description of each item of business to be transacted or discussed. The recommendations of the staff, as shown, do not prevent the Board of Directors from taking other action. Documents referenced or supporting the following agenda items are available for public inspection upon publication of the agenda.

CALL TO ORDER

ROLL CALL

FLAG SALUTE

TIME SENSITIVE MATTER

ITEM #

1. Oath of Office – Administer the Oath of Office to Swear in Jacob Nave, Firefighter

ADOPT AGENDA

MINUTES OF PREVIOUS MEETINGS

- Regular Board Meeting July 11, 2023
- Special Board Meeting – Brown Act Training Workshop July 13, 2023

OPEN FORUM

Public testimony will be received on each agenda item as it is called. Matters not on the agenda may be addressed by the general public during the Open Forum. Public comments during Open Forum are limited to three minutes per person. The Board reserves the right to waive said rules by a majority vote.

CORRESPONDENCE

CONSENT ITEMS

1. District bills August 2023

CHIEF'S REPORT / DEPUTY CHIEFS' REPORTS on Operations, Training, Fire Prevention and Services.

OLD BUSINESS

ITEM #

1. **BB&K Contract Approval** – Discussion/Information/Action – Review & Approve Contract for Legal Counsel. (Gallagher)
2. **DSP-ECF Working Group Update** – (Gallagher)
3. **First Responder Fee Update** – (Gallagher)

NEW BUSINESS

ITEM #

1. **Draft Audit for 2021-2022** – Discussion/Information/Action – The 2021-2022 Draft Audit & Management Report prepared by O’Conner & Company, Inc. presented for review and approval. (Gallagher)
2. **Resolution 2023-11** – Resolution adopting the 2023-2024 Pay Schedule effective August 12, 2024 (attached as Exhibit A). Discussion/Information/Action - Board to review and approve the 2023-2024 Pay Schedule. (Gallagher)
3. **Revised Battalion Chief Job Description** – Discussion/Information/Action – Board to review and approve the revised Battalion Chief Job Description. (Gallagher)
4. **Chief Officer Coverage** – Discussion/Information/Action – Review Staff Report regarding Split Chief Officer Coverage. (Gallagher)

COMMITTEE REPORTS

Adhoc Committees

- Station 48 Adhoc Committee – Weidert, Pettibone
- Annexation Adhoc Committee – Phillips, Rutherford

Standing Committees

- Strategic Plan Standing Committee – Cooper, Pettibone
- Budget/Finance Standing Committee– Cooper, Pettibone

NEW PURCHASES

EMPLOYEE / UNION

ITEMS FOR NEXT MEETING

ADJOURN TO CLOSED SESSION

ITEM#

1. Public Employment/Personnel: Dismissal/Resignation/Release – Chief’s Evaluation (Govt. Code Section 54957)

I, Matthew Gallagher, Fire Chief of the Diamond Springs-El Dorado Fire Protection District, do hereby declare that the foregoing Agenda for the meeting of the Board of Directors of the Diamond Springs-El Dorado Fire Protection District was posted at the District Headquarters on August 4, 2023 by 3:00 p.m.

If you have any questions regarding the foregoing, please contact our office. Additionally posted at www.diamondfire.org.