

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

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

Director Phillips called the meeting to order at 1459 pm.

Roll call as follows

	<u>Present</u>
	Dave Phillips
	Gary Cooper
	Michael Weidert
	Michael Pettibone
	Lloyd Rutherford
	Chief Gallagher

Pledge recited.

Adoption of Agenda: A motion to adopt the Agenda made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved.

Approval of Minutes: Two corrections were pointed out. A motion to approve the Meeting Minutes from the June 13, 2023 Board Meeting as corrected made by Gary Cooper. Motion seconded by Michael Weidert. Motion approved.

Director Phillips opened the Public Forum at 1501 pm.

Correspondence: None

Consent Items: Director Phillips had a question about the invoice from iProspect. It is the company we use to do backgrounds on new employees. A motion to approve the July Consent Items (which includes final FY22-23 Claims, FY23-24 July Claims and the Annual LAFCO Invoice) made by Gary Cooper. Motion seconded by Lloyd Rutherford. Motion approved.

CHIEF'S REPORT on Operations, Training.

- Call Stats –There were 293 calls in district in June – Engines – 222, Rescue 12, M49 252. HRT Program just started (Helicopter Training Program) – Can Pick-Up patients as rescuer. H20 landed and picked up Wilson to go to a medical aide. County Fire has 6 right now – a couple on duty every day.
- Shawn Wolf – Captain of C Shift on his own, doing well. Jacob Nave – First shift last Friday – still needs treadmill but backed up for two months. Will be sworn in next month. Now fully staffed. Jonathan FT doing inspections for both districts.
- Prevention Projects – Comment letter put in for RV & Hotel conditions that would need to be met. Going through TAC Committee this month.
- Cristy, the JPA Director gave 3 months' notice. Flyer will be flown to find her replacement.
- Battalion Chief Testing Process held this morning. County Fire Captain getting ready to fill in for our open Captain position. Daniels & Morgan both tested. One will be promoted to Battalion Chief. Oral visual resume and interview. Will run a County Captain here which will work out better for the annexation. Re-evaluate at a later date to see if we want to hire our own Captain. Try to have the same Captain from ECF cover the opening.

- Engineers test with ECF on July 18th and 20th. Two of our people will be testing for the position.

OLD BUSINESS

1. New Legal Counsel – Chief contacted both firms – BB&K sent bios of 3 people, 2 handle CalPERS, 1 has experience dealing with VFD's. Chief Gallagher requested approval to hire BB&K and the Board agreed.
2. DSP-ECF Working Group Update –No meeting last month. Chiefs met with Admin Staff. Tomorrow is the next meeting at 9am. Fitch & Associates to give update on Feasibility Study.
3. First Responder Fee – Chief has not been able to get in touch with our contact at DTA. Left another voicemail for him today. If no response will need to contact another person from the office.
4. Brown Act Training Scheduled for July 13, 2023, from 3:00 to 5:00 pm.

NEW BUSINESS

1. Resolution 2023-10 – A motion to approve Resolution 2023-10 acknowledging and accepting the report demonstrating compliance with Health & Safety Code 13146.2 & 13146.3 regarding the requirement to perform annual inspections for Educational Group E Occupancies and Residential Group R Occupancies made by Lloyd Rutherford. Motion Rutherford. Motion seconded by Gary Cooper. Motion approved.
2. The 2021-2022 Draft Audit & Management Report prepared by O'Conner & Company; Inc. presented for review. Information only. The auditor will be coming to the next Finance Committee Meeting. Chief and Lori met with Paul Dutch from ECF to review the draft. We will be asking for some revisions and will bring the draft back to the board for approval at next month's meeting.

Committee Reports

Adhoc Committees

- Station 48 Adhoc Committee – Weidert, Pettibone - No report
- Annexation Adhoc Committee – Phillips, Rutherford - Meeting tomorrow.

Standing Committees

- Strategic Plan Standing Committee – Cooper, Pettibone - No report. Meeting next month.
- Budget/Finance Standing Committee– Cooper, Pettibone – No report, meeting next month.

Budget Update: Lori is waiting for the final numbers to be posted at the County, but we are estimating a surplus of \$339,000 in the General Operating Account. Collections of \$75,270 in the CFD Account & \$219,845 in the Development Fee Account.

New Purchases: None

Items for next Meeting:

Conflict of Interest next month

Audit approval

Director Phillips Closed the Open Forum and the meeting was adjourned to go into Closed Session at 1532.

There was no action taken during closed session and they adjourned at 1635.

Respectfully submitted by Lori Tuthill, Board Secretary