

**DIAMOND SPRINGS/EL DORADO FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING AGENDA  
Tuesday, September 12, 2023**

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

Time: 3:00 P.M.  
Posted: Sept. 8, 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. **2023-2024 Fiscal Final Budget** – Public Hearing – Directors will convene a public hearing prior to the consideration of the FY 2023-2024 Final Budget. (California Health and Safety Code Section 13895)

**ADOPT AGENDA**

**MINUTES OF PREVIOUS MEETINGS**

**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**

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

**OLD BUSINESS**

**ITEM #**

1. **2023-2024 Final Budget** - Discussion/Information/Action – Staff will present information on the 2023-2024 District Final Operating Budget and fiscal projections for Board approval. (Gallagher)

2. **DSP-ECF Working Group Update** – (Gallagher)
3. **First Responder Fee Update** – (Gallagher)

## **NEW BUSINESS**

### **ITEM #**

1. **Resolution 2023-13** Discussion/Information/Action - Authorizing the Approval of the Department of Forestry and Fire Protection’s Volunteer Fire Capacity Grant Agreement. Staff requests the Directors to approve Resolution 2023-11 (sign 2 originals) authorizing the Fire Chief to enter into a contract with the Department of Forestry and Fire Protection to receive \$15,382.50 in funding from the Cal Fire Volunteer Fire Capacity Grant. (Tuthill)
2. **Approval of VFC Agreement #7GF23029**– Action Item – Staff requests the Directors to approve and authorize the Fire Chief to execute Volunteer Fire Capacity Grant#7GF23029 to receive \$15,382.50 in grant funding. (Tuthill)
3. **Resolution 2023-12 Approving the First Amendment to the Shared Services MOU with El Dorado County Fire Protection District** - Discussion/Information/Action – Staff requests the Directors Approve Resolution 2023-12 and sign the First Amendment to the MOU with El Dorado County Fire Protection District (Exhibit A attached) for Reciprocal Fire Protection and Administrative Services. (Gallagher)
4. **Board Policy Revisions** – Discussion/Information/Action – Review and approve proposed revisions to the Board Policies – (Gallagher)
  - a. 5.11 Board Philosophy for Fire District Reserves – Add the following: “In addition, the District will strive to maintain a minimum fund balance of at least 50 percent of the operating revenues in the General Fund at Fiscal Year-End”.
  - b. Add Pension Policy as Appendix I.
5. **Board Training** – Ethics & Sexual Harassment
6. **Director Stipends** – Process for Stipend Payments for Committee Meetings – Discussion/Information/Action (Tuthill)
7. **Cameron Park Fire RFP Process Update** – (Gallagher)
8. **Side Letter from IAFF Local 4972** – Review and sign the side letter adding Battalion Chief to Article 1 Section 1.2 as a represented member of the Bargaining Unit.

## **COMMITTEE REPORTS**

### Adhoc Committees

- Annexation Adhoc Committee – Phillips, Rutherford
- Government Affairs Adhoc Committee – Phillips, Rutherford

### Standing Committees

- Strategic Plan Standing Committee – Cooper, Pettibone
- Budget/Finance Standing Committee– Cooper, Pettibone
- Policies and Procedures Standing Committee – Phillips, Weidert

**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](http://www.diamondfire.org).