

**EL DORADO COUNTY FIRE PROTECTION DISTRICT
BOARD MEETING**

September 17, 2020

**El Dorado County Building "A"
Lower Level Conference Room
330 Fair Lane
Placerville, CA 95667**

1:00 P.M. Open Session

Dial in Number:

United States: +1 (571)317-3122

Access Code: 647-642-717

Fire Chief, Tim Cordero

1:00 P.M. OPEN SESSION

1. CALL TO ORDER:

Director Swarbrick called the meeting to order at 1:03 P.M.

2. ROLL CALL:

Present: Swarbrick, Harper, Kaiserman, Gilchrest

Absent: Brunton

3. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited

4. APPROVE AGENDA:

It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the agenda with the addition of 7C – Grand Jury Report Update. The motion was passed by the following vote:

Ayes: Swarbrick, Harper, Kaiserman, Gilchrest

Noes: None

Absent: Brunton

5. CONSENT CALENDAR:

(All items approved on a single vote except those pulled for individual discussion and action).

- A. Minutes: August 20, 2020 Board Meeting
- B. Revisions – Standard Operating Guidelines
- C. Board Policy 4030 – Remuneration and Reimbursement
4080 – Training, Education and Conference
- D. Claim Payments/Deposits:

<u>District Claims FY 19/20:</u>	<u>District Claim FY 20/21:</u>
\$ 4,449.60	\$60,217.89
	\$20,189.07
	\$1,536.00
	\$5,200.00
	\$19,065.52
	\$2,159.04
	\$115,390.75

It was moved by Director Harper and seconded by Director Gilchrest to approve the Consent Calendar with revisions as stated as well as tabling 5C – Board Policies to the October regularly scheduled meeting with the addition of Board Policy 1040. The motion was passed by the following vote:

Ayes: Swarbrick, Harper, Kaiserman, Gilchrest
 Noes: None
 Absent: Brunton

6. PUBLIC COMMENT:

(Any person wishing to address the Board on any item that is not on the agenda may do so at this time. Public comments are limited to five minutes per person).

Andy Nevis: Request the full Board Packet be placed on the web site instead of just the agenda.

Alice Cantelow

7. DEPARTMENTAL MATTERS:

- A. Resolution 2020-08 – Fiscal Year 2020/2021 Final Budget

It was moved by Director Kaiserman and seconded by Director Gilchrest to Resolution 2020-08 – Fiscal Year 2020/2021 Final Budget in the amount of \$12,064,679.30. The motion was passed by the following vote:

Ayes: Swarbrick, Harper, Kaiserman, Gilchrest
Noes: None
Absent: Brunton

It was moved by Director Kaiserman and seconded by Director Gilchrest to approve the FY 20/21 JPA Final Budget in the amount of \$4,739,109.12. The motion was passed by the following vote:

Ayes: Swarbrick, Harper, Kaiserman, Gilchrest
Noes: None
Absent: Brunton

B. Resolution 2020-07 - Conflict of Interest Code

It was moved by Director Harper and seconded by Director Kaiserman to approve Resolution 2020-07 – Conflict of Interest Code. The motion was passed by the following vote:

Ayes: Swarbrick, Harper, Kaiserman, Gilchrest
Noes: None
Absent: Brunton

C. Grand Jury Report Update

- Discussion
 - Trip to Chico / Paradise area to confer with other Rural Fire Districts Board / Chiefs / Financial Officers to assess their funding constraint views.
 - News Organizations that have shown interest in interviewing Staff/Board
 1. Mountain Democrat
 2. Chico Enterprise Record
 - Political /Elected officials Board has been in contact with:
 1. Brian Dahle: 1st Senate District
 2. Kevin Kiely: 6th Assembly District
 3. Frank Bigelow: 5th Assembly District
 4. James Gallagher: 3rd Assembly District
 5. Sean Morgan: Former Mayor Chico & Current City Council

It was moved by Director Harper and seconded by Director Kaiserman to approve a day of travel if needed to meet with other officials. The motion was passed by the following vote:

Ayes: Swarbrick, Harper, Kaiserman, Gilchrest
Noes: None
Absent: Brunton

8. COMMITTEE REPORTS:

Standing Committees:

A. Facilities & Equipment

Director Swarbrick stated there are 3 dead trees outside of Station 18 and they need to come down.

B. Organizational Strategic Planning

Director Gilchrest stated he would like to see a 30, 60- and 90-day plan from a strategic point of view and sharing with the other Committees to use as feeders for the strategic plan. A good starting point for this would be Chief Ogan's March 2019 Organizational Assessment. Implementation of "Session Plans" would also be.

Director Swarbrick stated he feels an overall in-depth vision statement would be a more reasonable approach.

Director Gilchrest stated he feels the Board needs to look at how to free up some of the Chiefs time so that he can function as the Chief Executive Officer.

Director Kaiserman stated he feels the Strategic Planning Committee can help guide the rest of the committees.

C. Human Resources

Director Gilchrest asked how is training going for the Board for sexual harassment and Ethics.

Director Kaiserman stated the EDCFPD Ethics class was really geared towards Firefighters. Director Kaiserman stated he feels someone should take a Ethics class through SCDA to make a comparison.

Director Gilchrest asked if the rest of the Board has been taking advantage of the free CSDA membership.

D. Budget and Finance

Director Kaiserman stated they have not met however they will be meeting soon.

E. Communications & Outreach

Director Swarbrick stated the committee should again and see if there are any funds for website and communications.

Ad-hoc Committees:

A. Operational Strategic Planning

Director Kaiserman stated they recently met and were able to break out into 3 groups: 3-0 staffing, attrition and funding. He stated all committees had great ideas and were to forward all comments to Chief Cordero to be discussed at the next JLMC (Joint Local Management Committee)

9. CORRESPONDENCE AND COMMUNICATION:

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.
- Thank you letter from Luigi Manzon, Jr.
- Letter of recognition for Firefighter/Paramedic Derek Duncan from Sergeant Eric Palmber – El Dorado County Sheriff’s Office.
- Thank you letter to Captain Dennis and Crew.
- Recognition Letters from Division Chief Paul McVay and Captain Preston to Firefighter Hollister, Firefighter Banuelos and Firefighter Gomez.

10. FIRE CHIEF’S REPORT:

JPA Update:

- Recruitment / hiring process continues for Executive Director position
- CARES Act funds – purchasing group
- Engine PCR’s – group being established to review processes

Fire Authority:

- Communications continue, looking to schedule a full meeting, possibly early October

Station 74:

- Weekend staffing continues with S-74 & E-21, with weekday coverage by Division Chief

COVID-19:

- Crews continue to follow COVID 19 response guidelines

CARES Act Funds:

- Requests were approved by the County, waiting for funds to begin purchasing items approved

LAFCO:

- Burr Consulting continues to work on our Service Plan for the island annexations
- LAFCO hired a consultant to complete MSR’s for all the fire districts, our is being worked on

City of Placerville:

- Captain McKay continues to work with the HOT Team and other prevention items in Placerville
- Met with City Staff and PG&E reps regarding PSPS and minimizing impacts
- Annual swim test will be conducted at the City pool

District Info:

- The district is looking into a Tesla Grant for power packs at our stations
- Information Request received – and provided
- Grand Jury Response completed and submitted, now available on the Grand Jury website
- Retaining wall issue at Station 28, being looked into for solutions
- LPG contract renewal, DC Williams working on obtaining pricing information from various LPG vendors

11. BOARD COMMENTS:

Brunton: Absent

Swarbrick: Director Swarbrick stated he had a great time training with the guys on the boat at 17. Director Swarbrick stated he has had some conversations with constituents in his area regarding them having a hard time getting information on local incidents. Director Swarbrick asked if we could have a recording with a local line people could call to get up to date information

Kaiserman: Director Kaiserman stated he was wondering about a dumpster provided by the City of Placerville for yard waste. It was clarified that was through the El Dorado County Fire Safe Council.

Harper: No Comment

Gilchrest: Director Gilchrest stated he did announce at the last Fire Safe Council that the Grand Jury response is currently up and available for viewing.

12. FUTURE AGENDA ITEMS:

Next regularly scheduled Board Meeting, October 15, 2020
2850 Fair Lane Court, Building C, Placerville, CA 95667.

Review and Adoption of Policy 4030, 4080 and 1040.

13. ADJOURNMENT: *At 4:22 P.M. it was moved by Director Gilchrest and seconded by Director Kaiserman to adjourn and move into closed session; all in favor.*

