**EL DORADO COUNTY FIRE PROTECTION DISTRICT**

**BOARD MEETING**

**March 16, 2023**

12:00P.M. Closed Session

1:00 P.M. Open Session

Join Zoom Meeting

<https://us02web.zoom.us/j/88150061085?pwd=cmFvQW1FU1NXL0lpbUpqVWNCaDBrZz09>

Meeting ID: 881 5006 1085

Passcode: 498675

One tap mobile

1(669)900-9128

**Fire Chief, Tim Cordero**

**12:00 P.M. OPEN SESSION**

1. **CALL TO ORDER:**

Director Kaiserman called the meeting to order at 12:02 P.M

1. **ROLL CALL:**

Present: Kaiserman, Ogan, Gilchrest

Absent: Brunton

1. **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

1. **APPROVE AGENDA:**

*It was moved by Director Gilchrest and seconded by Director Ogan to approve the agenda with the changes as mentioned. The motion was passed by the following vote:*

Ayes: Kaiserman, Ogan, Gilchrest

Noes: None

Absent: Brunton

1. **PUBLIC COMMENT:**

Any person wishing to address the Board on any item on the closed session portion of the agenda may do so at this time.

No Public Comment

**12: P.M. CLOSED SESSION**

* 1. Conference with Legal Counsel – Existing Litigation (Case PC20200294)
  2. Closed Session pursuant to Government Code Section 54957(b)(1), PUBLIC EMPLOYEE PERFORMANCE EVALUATION AND PUBLIC EMPLOYMENT, Title: Fire Chief.

**1:00 P.M. OPEN SESSION**

1. **REPORT OF ACTION TAKEN IN CLOSED SESSION:**
2. Conference with Legal Counsel – Existing Litigation (Case PC20200294)

Director Kaiserman stated they received an update from District Legal Counsel.

1. Closed Session pursuant to Government Code Section 54957(b)(1), PUBLIC EMPLOYEE PERFORMANCE EVALUATION AND PUBLIC EMPLOYMENT, Title: Fire Chief.

Director Kaiserman stated Chief Cordero’s evaluation was completed.

**7. CONSENT CALENDAR:**

(All items approved on a single vote except those pulled for individual

discussion and action).

1. Minutes: January 19, 2023, Board Meeting
2. Minutes: February 16, 2023, Board Meeting
3. Claim Payments/Deposits:

District Claims: District Deposits & JE:

$61,465.31 $5,793.67

$14,250.00 $2,044.76

$1,230.14 $61,010.39

$180,314.00 $5,028.00

$60,579.41

$28,271.30

$1,613.00

$17,098.51

$2,623.34

$2,888.29

$19,157.07

$16,972.56

$132,712.66

*It was moved by Director Ogan and seconded by Director Gilchrest to approve the Consent Calendar as presented. The motion was passed by the following vote:*

Ayes: Kaiserman, Ogan, Gilchrest

Noes: None

Absent: Brunton

1. **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).

No Public Comment

1. **DEPARTMENTAL MATTERS:**
2. **Administrative –** ISU Atwood Insurance Renewal – JMRIMA
   * Discuss and Approve

*It was moved by Director Gilchrest and seconded by Director Ogan to approve the ISU Atwood Insurance Renewal – JPRIMA in the amount of $166,355.00. Motion was passed by the following vote:*

*Ayes: Kaiserman, Ogan, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Brunton*

1. **Administrative –** Resolution 2023-02 – Workers Compensation Provider
   * Discuss and Approve

*It was moved by Director Ogan and seconded by Director Gilchrest to approve Resolution 2023-02 – Workers Compensation Provider. Motion was passed by the following vote:*

*Ayes: Kaiserman, Ogan, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Brunton*

1. **Operational –** Surplus Engine Donation
   * Discuss and Approve

*It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the Surplus Engine Donation and directed staff to confirm the engine is operational with the ECM replacement, as noted within the proposal at the expense of Bull Lake Rural Fire District. Any additional repairs identified would be the financial responsibility of Bull Lake Rural Fire District and agreed upon by both parties. District legal provides the appropriate “Release of Liability” and any other documents deemed necessary. Motion was passed by the following vote:*

*Ayes: Kaiserman, Ogan, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Brunton*

1. **Administrative –** DSP ECF Feasibility Study Consultant
   * Discuss and Approve

*It was moved by Director Ogan and seconded by Director Gilchrest to approve the working group to accept the proposal from Fitch & Associates in the amount of $22,487.50. The motion was passed by the following vote:*

*Ayes: Kaiserman, Ogan, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Brunton*

1. **Administrative –** LAFCO Special District Representative
   * Discussion

Director Gilchrest stated he may be interested pending a conversation with Shiva Frantzen.

1. **Administrative –** Division 4 Board of Director Vacancy
   * Update

Chief Cordero provided an update on the Division 4 Board of Director Vacancy.

1. **Operational –**Staffing of Medic 49
   * Update

Chief Cordero provided an update on Staffing of Medic 49.

1. **BOARD MATTERS:**
2. Purposed Draft Board Policy 1060
   * Discussion

Tabled until the April 20, 2023, meeting.

**12. COMMITTEE REPORTS:**

**Standing Committees:**

1. **Strategic Planning**

No Report

1. **Budget and Finance (**Kaiserman, Gilchrest)

Director Gilchrest provided an update on upcoming meetings for the Budget and Finance Committee.

1. **Communications & Outreach** (Brunton, Gilchrest)

Director Gilchrest stated the next Communications & Outreach Committee is scheduled to meet in April.

**Ad-hoc Committees:**

1. **Facilities and Equipment** (Brunton, Kaiserman)

No Report

1. **Human Resources** (Ogan, Harper)

No Report

1. **DSP ECF Annexation Working Group** (Kaiserman, Ogan)

Director Kaiserman provided an overview of the last DSP ECF Annexation Working Group.

**13. CORRESPONDENCE AND COMMUNICATION:**

* Fire Engine Response Statistics.
* Medic Unit Response Statistics.
* Thank you Certificate from California State Firefighters Association.
* Thank you letter to Division Chief Paul McVay, Captain Andrew Lemos, Engineer Matt Irwin and Firefighter Joshua Pennell for their assistance on March 1, 2023.

**14. FIRE CHIEF’S REPORT:**

* JPA:
  + Medic 49, staffed with El Dorado County Fire PAO’s, is now operational 24/7. They are operating out of Station 49, under cooperation with Diamond Springs Fire.
  + Our grand opening of Medic 49 is next Saturday at Station 49, 11:00 am.
  + We have six additional PAO’s going through pre-employment. We are anticipating their orientation training will begin April 17th.
  + Chief Dutch has taken on the Chair position with the JPA Finance Committee. They are working on the JPA preliminary budget process.
* City of Placerville
  + Staff is working with the city and the Placerville Fire Safe Council for the upcoming Fire Safety Awareness event on March 18, 2023.
  + We are working with City Staff to move the Public Safety Building project forward. The feasibility study came in well under budget, we are looking at a technical analysis of the report to identify potential reductions and/or savings. We have also submitted a request to Congressman Kevin Kiley for Community Project Request for assistance with land acquisition and environmental clearance.
* District information
  + The station 17 project continues to move forward, we did receive notification that there will be a delay in completion due to the recent storms and snow impeding the job.
  + Staff continues to work on the payroll software upgrade. We are in the testing phases of the loaned labor reporting, once testing is completed, we will move forward with Work Force Ready.
  + The Image Trend RMS conversion continues to move forward, Captain Lindberg and his cadre are working to complete all the necessary fields for our RMS system, NFIRS and First Responder Fee.
  + The FCA’s will be meeting with the LAFCO Ad Hoc committee to discuss the Fire Summit on March 22nd.
  + During the recent storms, our OP area submitted and were approved for a pre-positioning of resources March 8th thru March 13th. The additional resources included: 4 Type 3 engines, 2 swift water rescue teams and 2 additional Chief Officers. ECF provided 1 swift water team (combined with DSP personnel) and 1 additional Chief Officer.
  + Station 21 sustained some damage during the recent snowstorms pertaining to the gutters, bay door and roof leak. We have submitted our Initial Damage Estimate thru the EOC, there may be funding available to cover repairs.
  + The County CAO Office has reached out to the fire districts to submit for possible TOT funding for 2023/24. Staff is working on putting together our requests, which are due by March 31st.
  + The Jomescbo Annexation should be approved and finalized by LAFCO at their March 22, 2023 meeting.
  + Captain Preston was approached by “Make Wish Foundation” for ECF to assist with a local child in the community. ECF is in full support of Captain Preston and the Make A Wish Foundation.
  + We have 1 additional firefighter paramedic and 2 firefighter EMT’s going through per- employment. We did lose one firefighter paramedic to a Bay Area department and one firefighter paramedic released on probation.
  + The Leadership seminars were scheduled for March 14 & 15, however, with the storms the speaker had to cancel. Chief McVay will be rescheduling in the future.

**15. BOARD COMMENTS:**

Brunton: Absent

Ogan: No Comment

Kaiserman: No Comment

Gilchrest: Director Gilchrest updated on upcoming events for the Greater Cameron Park Fire Safe Council. Director Gilchrest stated he attended a recent Cameron Park CSD Meeting.

**16. FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting April 20, 2023.

Board Policy 1060

**17. ADJOURNMENT:**  *At 2:24 P.M. it was moved by Director Gilchrest and seconded by Director Ogan to adjourn; all in favor**.*