

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

November 18,2021

1:00 P.M. Open Session

Join Zoom Meeting

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Fire Chief, Tim Cordero

1:00 P.M. OPEN SESSION

1. CALL TO ORDER:

Director Swarbrick called the meeting to order at 1:00 P.M.

2. ROLL CALL:

Present: Swarbrick, Kaiserman, Gilchrest

Absent: Brunton, Harper

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 as presented. The motion was passed by the following vote:

Ayes: Swarbrick, Kaiserman, Gilchrest

Noes: None
Absent: Brunton, Harper

5. CONSENT CALENDAR:

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

- A. Minutes: October 21, 2021 Board Meeting
- B. Board Policy 1030
- C. Sick Leave Buy Back
- D. Claim Payments/Deposits:

District Claims: District Deposits:

| | |
|--------------|-------------|
| \$247.72 | \$20,832.57 |
| \$905.05 | |
| \$14,046.20 | |
| \$18,535.38 | |
| \$210,538.56 | |
| \$84,540.92 | |
| \$5,605.00 | |
| \$2,502.47 | |
| \$2,045.00 | |

It was moved by Director Kaiserman and seconded by Director Gilchrest to approve the Consent Calendar with revisions as stated. The motion was passed by the following vote:

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

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).

No Public Comment

7. DEPARTMENTAL MATTERS:

- A. Certificates of Appreciation
 - Dan Princeau – Pollock Pines Pizza Factory
 - Danise and Gino Davidson – Pollock Pines Burger Barn
 - Jundy Whitnack – Heart Song Laundry
 - Tooraj and Adorea Agahi – Crystal View Station
- B. **Administrative** – Exit Interviews
 - Discussion

The Board had consensus that the Chief will provide bullet points to the HR Committee on exit interviews that are conducted.

C. **Administrative** – Fiscal Year 2021-2022 Combines Tax Report

- Discussion

D. **Administrative** – Satisfaction Survey

- Discussion

Human Resources to meet and create a timeline of on how often the Satisfaction Survey will be conducted.

E. **Administrative** – Portable Radio Replacement

- Review and Approve

It was moved by Director Swarbrick and seconded by Director Kaiserman to approve Chief Cordero to move forward with the purchase of the Portable Radio Replacement as stated in the quote provided in the amount of \$184,152.76. The motion was passed by the following vote:

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

F. **Administrative** – Joint Board Meeting with the City of Placerville.

- December 14, 2021

G. **Administrative** – Board of Directors Division Boundaries

- Discussion – Review & Approve

It was moved by Director Kaiserman and seconded by Director Gilchrest to take no action and keep current boundaries as set. The motion was passed by the following vote:

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

8. BOARD MATTERS:

A. Strategic Planning

- Date Selection

The Board asked the Board Clerk to send out an email with a date range provided for the next Strategic Planning Workshop. The Workshop will take place on a Tuesday or Thursday in January 2022.

B. Board Policy 5020

- Discussion

C. Officers of the Board

- Director Swarbrick nominated himself to continue as the Board Chair.
- Director Swarbrick nominated Director Kaiserman as Vice Chair.

Nominations to be taken to the Board and voted on at the January Board Meeting.

D. Board Discussion

- Cancellation of Decembers Board Meeting

The board agreed to cancel the December meeting.

9. **COMMITTEE REPORTS:**

Standing Committees:

A. Strategic Planning

Date to be determined.

B. Budget and Finance (Kaiserman, Gilchrest)

Director Kaiserman provided an update on the meeting with California State Senate District 1 – Senator Brian Dahle and David Rosco. Also, in attendance Director Kaiserman, Director Gilchrest, Fire Chief Tim Cordero, Division Chief Paul Dutch and citizen/resident Karen Mulvany.

C. Communications & Outreach (Brunton, Gilchrest)

Director Gilchrest stated the committee did not meet however he wanted to give praise and thanks for the report provided in the packet.

Ad-hoc Committees:

A. Facilities and Equipment (Brunton, Kaiserman)

No Report

B. Human Resources (Swarbrick, Harper)

No Report

C. Operational Strategic Planning (Swarbrick, Kaiserman)

No Report

10. **CORRESPONDENCE AND COMMUNICATION:**

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.

- Thank you letters from Division Chief Paul McVay for assistance on Engineers exam.
- STARS in Action from CEDAPP.

11. FIRE CHIEF'S REPORT:

- JPA:
 - The Board of Supervisors had an agenda item on Tuesday, brought forth by the CAO's office regarding three items:
 - Request for an RFP to review and assess the EMS system in the County – East & West Slope
 - Request an RFP for ambulance services on the west slope
 - Request to negotiate a two-year extension with the west slope JPA to allow for time to complete the RFP process
 - There was a significant amount of good dialogue amongst the Board of Supervisors and ultimately, they voted to approve the request with the additional language of a "possible" RFP for west slope ambulance services.
 - The JPA will be beginning a strategic planning process, the first meeting is scheduled for December 2nd – location is still being ironed out.
 - We are reviewing the JPA/District loaned labor costs related to strike teams and open positions
- American Rescue Plan Act – The County received about \$118 million in requests, over \$10 million from fire agencies. In discussion with the CAO and discussion at the County Board of Supervisors, the fire agencies may receive \$500,000 total, with potentially some additional funding later.
- Hiring Update:
 - We have a new firefighter coming to us on Monday, she is coming to us from Placer Hills Fire and will be assigned to Station 17 B.
 - Chief Dutch and his panels completed interview the week of November 8th, Chiefs interviews will be on November 29th with one job offer already made to a firefighter paramedic.
- City of Placerville
 - Continue to work with City staff, attending staff meetings and City Council.
 - Captain Stirling, Shepard and I met with City staff and a development firm, along with State personnel regarding a potential development of an apartment complex in Placerville.
 - Dewberry Consulting continues to work on the Public Safety Building, we have a joint City Council / Board meeting scheduled for December 14th at 1500 for an update/presentation on the needs assessment.
 - We have begun engaging in a joint messaging campaign regarding the needs and deficiencies of both Station 25 and the current police station, for public awareness.
- District information
 - We recently completed our second round of Engineer testing, with 9 candidates successfully completing the testing process. Thank you to Chief McVay and his cadre for their efforts in putting on this testing process. We now have a total of 14 Engineers and I am honored to report that at our station bidding on the 16th we bid true engineer positions for the District. Badge

pinning and the promotions will take place on December 9th at the Board of Supervisors chambers, 4 pm.

- As reported last month, our new website is up and running and we continue add information and make cosmetic adjustments. Captain Poganski is working on adding an email sign up for citizens that would like to receive information from the District.
- CEDAPP hosted a Stars in Action event on November 11th in Camino, recognizing first responders for their efforts on the Caldor Fire. Chief Lohan, Engine 17 and 19 along with myself were in attendance. Thank you to CEDAPP and Director Harper for putting on this event to recognize not only our personnel but all the first responders.
- We are continuing to work with the Red Hawk Casino on their hotel and entertainment center. We have had several meetings as they move through the process. We appreciate the partnership and being able to provide input to our needs.
- Chief Lohan and I have been looking at the apparatus replacement plan and the need to potentially accelerate the process due to needs for the fleet and our personnel. We are waiting for some follow-up information from Pierce to complete a draft plan to review with finance and perhaps the board. This is a conversation and a work in progress.
- We are working through the FEMA/OES reimbursement process for the Caldor Fire. Reimbursement will primarily be for overtime costs associated.
- Update on Station 28, Chief Williams was able to secure a date with the contractor and they will be performing the caulking work on November 23rd. This should greatly assist with the settling issues at that station.
- Station 17 – The RFP for the construction manager is about ready to be sent out, pending final comments and review from City staff and legal.
- The district has begun the initial phases of our ISO review process, we met with the ISO representative to review our preliminary information in comparison to our last review.
- We are continuing to evaluate and look to move away from Firehouse RMS to Image Trend. Funding for this project has been requested within our ARPA needs, which aligns our fire apparatus with the medic unit platforms. We did request funding through ARPA, however, that is not likely to be a funding source. We will need to evaluate mid-year for funding.
- I was invited to sit on a Deputy Chief Interview panel for the City of Modesto on November 10th.
- We have been having some scheduling difficulties with obtaining a location for our Board meetings, we are working with both the County and City to figure out a confirmed location and day. We may need to discuss changing our Board meeting days, but we should be able to report back in January.

12. BOARD COMMENTS:

Brunton: Absent

Swarbrick: No Comment

Kaiserman: Director Kaiserman stated he wanted to wish everyone a Happy Thanksgiving.

Harper: Absent

Gilchrest: Director Gilchrest stated that after last month meeting when the Georgetown Divide Community Center was discussed, he went home and had a conversation with his wife and they decided to make a charitable donation to the center .

13. FUTURE AGENDA ITEMS:

Next regularly scheduled Special Board Meeting January 20, 2022

HR Consultant

14. ADJOURNMENT: *At 3;15 P.M. it was moved by Director Kaiserman and seconded by Director Gilchrest to adjourn; all in favor*

