

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

**September 16, 2021**

12:30 P.M. Closed Session  
1:00 P.M. Open Session

Zoom Link

Join Zoom Meeting

<https://us02web.zoom.us/j/82347705030?pwd=RnpNK0FZdHBxdGluVXJSR0ZJTnVWQT09>

Meeting ID: 823 4770 5030  
Passcode: 673928

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**Fire Chief, Tim Cordero**

**12:30 P.M. OPEN SESSION**

**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.

**12:35 P.M. CLOSED SESSION**

- A. 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. **CALL TO ORDER:**

Director Swarbrick called the meeting to order at 1:04 P.M.

2. **ROLL CALL:**

Present: Brunton, Swarbrick, Harper, Kaiserman, Gilchrest  
Absent: None

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

**4. APPROVE AGENDA:**

*It was moved by Director Brunton and seconded by Director Kaiserman to approve the agenda with additions as mentioned. The motion was passed by the following vote:*

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

**5. CONSENT CALENDAR:**

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

A. Minutes: Board Meeting July 22, 2021 Minutes

B. Claim Payments/Deposits:

<u>District Claims FY 20/21:</u>	<u>District Claims July 21:</u>	<u>District Claims Aug. 21:</u>
\$14,152.13	\$19,329.44	\$1,353.99
\$1,224.41	\$18,776.20	\$1,137.10
\$5,395.20	\$2,034.95	\$257.00
\$25,304.03	\$2,795.50	\$11,897.65
\$20,897.40	\$843.27	\$41,833.12
\$483.41	\$106,269.19	\$127.45
\$32,176.08	\$2,137.02	\$27,425.01
	\$110,535.61	\$4,283.08
<u>District Deposits:</u>		\$2,100.00
\$7,512.00		\$27,984.86
\$15,001.35		\$3,00.00
\$5,932.00		\$119,167.17

*It was moved by Director Kaiserman and seconded by Director Brunton to approve the Consent Calendar with the minutes pulled. Written amendments will be submitted, confirmed and re-presented at the October meeting. The motion was passed by the following vote:*

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

**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).

Janet Mannery  
Jacqui Moore  
Karen Mulvany

7. **REPORT OF ACTION TAKEN IN CLOSED SESSION:**

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

The Board voted unanimously to extend the Fire Chiefs Contract.

8. **DEPARTMENTAL MATTERS:**

A. **Administrative** – JPA IFT

- Discussion

Director Doug Veerkamp and Deputy Director Cristy Jorgenson gave an update on JPA IFT's.

B. **Operational** – Caldor Fire

- Fire Chief Update

C. **Communications** – District Website

- Update

Chief Cordero gave an update on the new District Website.

D. **Administrative** – Employee Satisfaction Survey

- Discussion

There was discussion at the Board level on how to move forward with future Employee Satisfaction Surveys.

Public Comment:

Jacob Poganski

E. **Funding** – Lexipol Grant Services

- Discussion

Chief Cordero gave an update on the Lexipol Grant Services.

F. **Administration** – 5 Year Findings Report

- Review and Approve

*It was moved by Director Kaiserman and seconded by Director Gilchrest to approve the 5 Year Findings Report. The motion was passed by the following vote:*

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

**G. Communications – Zoom Option Policy**

- Discussion

The Board gave direction to staff to continue to offer online attendance availability.

**9. BOARD MATTERS:**

**A. Board Training**

- Training for New Board Members

Nothing to report.

**10. COMMITTEE REPORTS:**

**Standing Committees:**

**A. Strategic Planning**

No Report

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

Director Kaiserman read the minutes from the Budget and Finance Committee. Minutes will be available on the district website once approved.

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

Director Gilchrest stated there was no Communications & Outreach Committee meeting this month.

**Ad-hoc Committees:**

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

No Report

**B. Human Resources (Swarbrick, Harper)**

- Employee Exit Interviews
  - i. Discussion

**C. Operational Strategic Planning (Swarbrick, Kaiserman)**

No Report

**11. CORRESPONDENCE AND COMMUNICATION:**

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.
- Thank you letter to Chief Cordero from Placerville Fire Safe Council Board member Mark Acuna
- Letter to Supervisor Lori Parlin from Tom & Jennie Zraick.

## **12. FIRE CHIEF'S REPORT:**

- JPA:
  - The JPA Board and legal counsel for the JPA are working through some issues with the County. The Board is committed to working through these items and have been actively engaged as a Board with our legal.
  - EMSOC, reviewing move-up cover policies – we have implemented a change under a pilot program for after hour move up and cover assignments, we will be tracking this over a 3-month period and then reevaluate for additional changes or a policy change.
  - A request has been made to the JPA for amending our current agreement regarding the FF1 requirement for hiring paramedics. The JPA Board has pushed the item to County Fire Ops, then Chiefs for further discussion surrounding the operational impacts and looking to resolve associated concerns.
- American Rescue Plan Act – We submitted our requests for funding via the County ARPA funds, totaling \$2,144,122.46. The County CAO's office distributed a letter to the fire districts regarding an additional \$100 million for special districts under AB128 & SB129, however to date there is not an application process or direction on how to apply for these funds and/or parameters for funding consideration. Our district, along with others, submitted this information to CAO's office along with our needs for funding the requested item. There has not been information provided by the County pertaining to any timelines for approval and/or disbursement of awarded funds.
- Hiring Update:
  - We have a total of 4 new recruits that will begin their training academy on September 20, under the leadership of FF/P Derek Duncan. The training will take place over 3 weeks. We had one prospective employee back out of the process last week. We have made 2 additional job offers, which were accepted, and they have begun the pre-employment process.
  - We have received resignations from 2 employees, a Captain who has accepted a position with a FD in Idaho and a FF who accepted a position with the City of Stockton Fire Department.
- City of Placerville
  - Continue to work with City staff, attending staff meetings and City Council.
  - Dewberry Consulting continues to work on the Public Safety Building, staff provided them several requested worksheets for space needs and future needs. There has been a pause on the project work due to the Caldor Fire.
  - The city is working with the County on a “managed” homeless camp, this is a large undertaking and collaborative across all the stake holders – our district included. Meetings were canceled due to the Caldor Fire; however, they are being rescheduled in the next couple of weeks. Our involvement is primarily centered around the fire prevention / building / fire-life safety inspections for any new facility.
  - The “trip the green” program we have been working on with the City, CHP and Cal-Trans was utilized during the evacuation process that took place early into the Caldor Fire, which was successful. Our pre-work and testing paid off for this need. As for the planned test weekends later this month and next, all parties have agreed to push the trials until next fall,

given Caldor Fire and Hwy 50 closures, it is unclear if we would get “true” data from the pilot program. The program is built and ready to go once dates are identified for next year.

- Fire Prevention update
  - Captain Stirling and Captain Shepard are working with the County FPO’s regarding the burn ban discussion and reviewing our current ordinance(s) as they pertain to outdoor burning, campfires, cooking fires etc. The FPO’s made a presentation to County Chiefs’, with a plan developed moving forward.
- District information
  - We have had several structure fires over the past couple of weeks, unfortunately a fatal fire off Tai Pan Rd in the Thompson Hill area, another fire in Sierra Springs off Lupine Lane – we did receive support from units on the Caldor Fire in the area and last night a fire in Camino. All are under investigation from by our FPO’s with Captain Preston taking the lead.
  - Engine 17 is in-service at Station 17, some loose equipment continues to come in, however, the unit is fully outfitted. We had planned for a September 4th open house, given the Caldor Fire and the evacuations that was canceled. We’ll look for another opportunity in the fall for this event.
  - We have also had several delays in apparatus repairs, due to access to parts. Currently an engine is waiting on a part which was 70 days out upon order. This is an issue across the nation, not just locally or fire apparatus.
  - We were invited again this year for the annual 9/11 Ceremony at El Dorado Adventist School. Engine and Medic 25 along with myself attended. I had the honor of being the guest speaker this year.
  - Update on Station 28, Chief Williams is currently receiving bids for the caulking job needed for Station 28. The bid should be awarded this week or next, to have the work completed before the winter weather – hopefully arrives.
  - The district has begun the initial phases of our ISO review process, our first meeting was canceled due to the River Fire (affecting our ISO rep) and the re-scheduled meeting was canceled due to the Caldor Fire. We are currently looking for dates in October to continue the process.
  - LAFCO Commissioner update – there is another vacancy on the LAFCO Commission, which will require another ballot process – TBD. The Executive Officer has resigned, and the Commission is currently engaging in a recruitment process.
  - The district website is under construction by Streamline, staff is working on completing the necessary training to bring the new site online.

### 13. **BOARD COMMENTS:**

Brunton: No Comment

Swarbrick: Director Swarbrick expressed his gratitude for all the hard work and crews assigned to the Caldor Fire. Director Swarbrick stated he would like the district to send a thank you letter to the El Dorado Hot Shots. Director Swarbrick stated he has heard talk about vaccine mandates. Director Swarbrick stated he personally does not believe in mandating the vaccine.

Kaiserman: No Comment

Harper: Absent

Gilchrest: Director Gilchrest stated he concurs with Director Swarbrick on his stance with the vaccine mandate. Director Gilchrest stated he feels it should be an individuals choice and the Government should not be in the business of dictating those types of personal choices.

**13. FUTURE AGENDA ITEMS:**

Next regularly scheduled Special Board Meeting September 30, 2021

Board Policy 5020

Good Governance

Discussion on letter to Senator McClintock and Feinstein in regards to the Forrest Service Contract.

**14. ADJOURNMENT:** *At 3:28 P.M. it was moved by Director Gilchrest and seconded by Director Kaiserman to adjourn; all in favor.*

