

**JUNE 12, 2013**  
**DIAMOND SPRINGS / El Dorado FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTOR' MEETING**

**PLACE: DIAMOND SPRINGS FIRE STATION**  
**501 MAIN STREET**  
**DIAMOND SPRINGS, CA 95619**

**Board of Directors' meeting called to order at 6:00 PM by President, Charles Hoff.**

**Roll call as follows: Those present are:**

Pat Williams  
Bill Flynn  
Pat Dwyer  
Asst. Chief Bryan Ransdell  
Chief Rob Combs  
Charles Hoff

**Absent:**

Terry Tawney

A quorum is present.

**FLAG SALUTE:**

Flag salute lead by Asst. Chief Ransdell.

**ADOPT AGENDA:**

Motion made by Pat Dwyer to approved the Agenda as submitted. Motion seconded by Pat Williams.  
Motion carried.

**MINUTES OF PREVIOUS MEETING:**

Minutes of the May 8, 2013 Board of Directors' Meeting read. Motion made by Bill Flynn to approve the minutes as presented. Motion seconded by Pat Williams. Motion carried.

**OPEN FORUM:**

Mark Swath, Garden Valley Fire Dept., Board of Director, as well as Co-Chair of the CCMD introduced himself and requested to make a presentation. He stated he has been working with the BOD of Supervisors, is on the Fire Advisory Committee, to try creating sustainable fire funding as well as sustainable ambulance funding. Currently both issues have been separated and right now are working primarily on fire funding with the JPA and the Chiefs are working on the ambulance funding. He went over their progress and stated who made up the Fire Advisory Committee. They initially identified those departments who would fail over the next two years, then came up with models for actual sustainability to see what that would look like. He stated they gathered all budgets from all the fire departments. He explained what happens during the meetings, encouraging the Board to send at least one member every month. Their intent is to see how they are going to keep sustainability. ADA monies touched on and they are looking at re negotiating them, how none of the monies came to the fire departments, all went to the Police Dept. This is a two year process and he encouraged board members to attend and he will keep the District informed. He thanked the Board for allowing him to speak.

## **CORRESPONDENCE:**

- Thank You letter from Eugene L. Carnahan, Cadet, Squadron 85, Civil Air Patrol thanking Chief Combs and Fire Inspector Gary Baldock for the expert Fire Extinguisher training received at the District's facility.
- Letter from AAA Insurance on behalf of AAA Northern California, Nevada and Utah with an enclosed check for \$2,500.00 payable to the Diamond Springs Fire Fighter's Assoc. stating the funds are designated to the Association to support the Paramedics Scholarship Fund for continuing education and training. An Acknowledgment form was included to be completed and returned within 15 days. This is our 1<sup>st</sup> Corporate Sponsor for the Paramedic Scholarship Fund. They have committed to being an annual sponsor
- Letter from Mark Lorenzo of the Ventura County Fire Protection District regarding the fire which started May 2<sup>nd</sup> thanking our agency for sending critical resources immediately which helped in averting a disaster.
- Letter from our Fire Prevention Officer, Gary Baldock giving formal notification that his service with the District shall end with the conclusion of his current contract, June 30, 2013 or his maximum time allowance of 960 hours, which ever comes first.
- Letter addressed to Chief Combs and President, Charles Hoff from the Rescue Fire Protection District regarding possible restructuring and look forward to a joint meeting regarding potential merger. They have scheduled a meeting for Monday, June 17<sup>th</sup> at Noon with the El Dorado Hills Fire Dept. providing a meeting room, lunch will be provided. Requests Chief Combs and at least one Board Member are present from each District. Chief Combs explained possible merger as there are too many fire districts. Chief Combs stated he is under the understanding we will also receive a letter from El Dorado County requesting the same thing.

## **CONSENT ITEMS:**

**District Bills:** District bills in the amount of \$229,249.11 reviewed. Pat Williams had questions re \$7,400.00 bill from Ricciardi - is the Auditor; bill from Rose Law - legal; Map Books; OPEB bill discussed; Sportsman's Warehouse - GPS; Wallace Evaluation Advisors – to go over all the new accounting with the auditor; Diamond Springs Firefighter's Assoc. for \$40,000.00 – transfer to the Assoc. For Station repairs to hold in their structural repair fund Motion until we start the stucco repair. Pat Dwyer had question regarding the software update previously discussed. Chief Combs stated there will be a small maintenance fee associated with that. Motion made by Pat Dwyer to approve the District bills as submitted. Motion seconded by Bill Flynn. Motion carried.

**JPA Bills:** JPA bills in the amount of \$2,427.44 reviewed. Motion made by Pat Dwyer to approve the JPA bills as submitted. Motion seconded by Pat Williams. Motion carried.

## **CHIEF'S REPORT / ASST. CHIEF'S REPORT:**

### **Chief Combs' Report presented in Board packet:**

- Participated in Safety Day at the AAA Insurance Office. This was a public presentation. Scholarship fund previously discussed. Was a good day; sparse participation from other agencies.
- The auditor came in and met with staff going over information. He was very pleased with changes implemented. Provided recommendation in the next stages to help make his audit easier.
- The Hazel Fire contract is still unpaid at \$9,009.46.
- The Growlersberg crew was supposed to show Tuesday to start the painting project but due to fires, this has been delayed.

- Chief Combs stated his vehicle was rear ended on Ponderosa Road by two vehicles. His vehicle is in the shop undergoing repairs and the insurance company has already issued a check to cover the damages.
- A date has been established with Rose Law to meet and confer with Employee's Group regarding the use of limited term employees.
- Still working on surplusng the truck and other items on the agenda. We have received an offer of \$5,500.00. When we get to that item, will look for some direction from the Board.
- Sent a letter to the El Dorado Hills Fire District inquiring as to the availability of their old ladder truck. They have been running it as a "first out piece of equipment" since 2001. They have decided to surplus the truck. We may look at it, run it for a short time and decided we do not want it. It is a big truck, 105 footer; trying to get them to give it to us. Issues with the truck have been resolved.
- Chief Combs stated the Insurance Co. issued a check directly to the District for vehicle repairs and the body shop will not accept a check which has been signed off, therefore the District will issue a separate check to the body shop for his vehicle repairs. This is a separate bill which needs to be approved. Motion made by Pat Williams to approve the payment by the District of \$6,002.95 to Solis Collision Center for the repair of the Chief's vehicle which had been rear-ended as stated previously; the insurance check will be deposited into the District's account. Motion seconded by Pat Dwyer. Motion carried.
- ***Annual Inspections:*** Annual inspections have been going on at Union Mine High School and Shenandoah High School which is part of the State Fire Marshall mandated annual inspections. We are in the process of doing other inspections. Stared our training with Scott Thorne; he has been working with Gary for the last several weeks and is coming along nicely.

#### **Asst. Chief Ransdell's Report:**

- ***County Operations Meeting:*** Had their newly formed County Operation Meeting today. Explained what discussions took place. Trying to get all on the same page when out there working together.
- ***Type One Vehicle:*** Type One Spec is pretty much completed, a lot of time/effort when into this project by Engineers Easton, Phillips and Morgan. We currently have 2 vendors now, Pierce and KNB; we want the best deal possible. Down to crunching number right now; want to give Pierce more of an opportunity to match the spec. We will then make the decision as to which brand to go with.
- ***Regional Training:*** Occu-ranch training put together at Garden Valley, really good, our required RT-130 training for the year. Description of what took place further explained. There was a lot of participation, even Folsom came. The Captain w/Sac City thanked them for hooking them up on the Wildland drill. Asst. Chief Ransdell stated that Ken Earle did an outstanding job.
- ***Testing:*** Continues, discussed firefighters and the new machine.
- ***Equipment:*** Water-tender 46 got new tires and is now back in service. Jason Borne continues to keep us updated on our apparatus maintenance and is still a great job. Many of our apparatus tires may look good but are out of their DOT dates and not just by a year or two but in some cases by 5 to 10 years. We are now playing catch up which will cost us some money over the next year and will get numbers to bring us up to speed over the next year. This is a grey area as to their life dates.
- ***Volunteer Academy:*** The Academy just had their graduation last night with four of our folks graduating last night.
- ***Painting Project:*** Ready to start, waiting for Growlersberg to come and help us with that project. Trying to balance with their schedule to get together. Fighting fires is now keeping them busy.
- ***District and County Maps:*** We also are working on that project. Captain Wilson did a great job of putting those together. Did Phase One and will complete the rest next year.

**OLD BUSINESS:**

**1. Closed Session:**

**Back in Session at 7:44 PM**

- 2. JPA Update:** Chief Combs handed out budget sheets and explained the way the JPA budgeted, expenditures vs. actual money spent. They budgeted using the budgeted expenditures from each district. Each district submitted their “padded” budget therefore the JPA projected going 1.4 Million in the hole, yet we are at the middle of June and still \$257,000.00 to the black. We did get a little more in revenues but the majority of that money is in individual savings by the districts. They have decided, for the year 2013/2014 is to stop. The big ticket items expended by the districts will be paid directly by the JPA and budgeted directly by the JPA. Voyager cards will be obtained by the JPA for all the medic units. They are capping Class 30 at a Million dollars and Class 40 at \$20,000.00 per medic unit and an additional \$10,000.00 for coverage of more medic units; we will still get our Administrative Fee at \$20,000.00 and our OPEB bill at \$65,000.00. We now have better spending control. This was done due to pressure put on by the County. The non-providing agencies are sort of making a grab at taking ambulances away from the providing agencies; stated that the man who was here today is pushing his Chief hard and fast to grab Georgetown’s ambulance. If this district wanted to keep the ambulance we would have to restructure our wage scales as there is no way we can do it with current wage scales. If we can get budgeting and spending under control and if revenues increase a little we can get more control of this issue. We did see another 2.8 reduction in Medicare reimbursement again come 06/01/13. The funding for Obama care is coming largely from the reduction in Medicare benefits. 55% of our call volume is Medicare patients. If this continues to go down and costs go up we will have issues. Further discussion held on cost recoupment. Went thru all the issues causing delays in the bills going to Whitman’s for collections of ambulance fees. Chief Combs has adjusted Class 30 with a Million dollar CAP, therefore has to reduce over-time usage. This year we will be \$150,000.00 over the Class 30 CAP. An additional \$25 per parcel fee discussed to maintain exclusivity. Marshall Hospital has acknowledged they are using private ambulance companies to do transfers outside of their contract because we are not providing the service.

**NEW BUSINESS:**

- 1. Public Hearing:** Set for the 2013/2014 Appropriation Limits. This is a yearly requirement; Resolution 2013.02 explained by Chief Combs. Resolution 2013.02 read into the minutes by President, Charles Hoff, in the sum of \$3,978,237.75. Motion made by Pat Williams to approved Resolution 2013.02 setting the Appropriation Limit at \$3,978.237.75. Motion seconded by Pat Dwyer. Roll call vote as follows:
- |              |     |
|--------------|-----|
| Bill Flynn   | Aye |
| Pat Williams | Aye |
| Pat Dwyer    | Aye |
| Charles Hoff | Aye |
- 4 Ayes, 0 opposed and 1 absent. Motion carried. The Appropriations Limit is well above our draft preliminary budgeted expenditures.
- 2. El Dorado Hills/Rescue Meeting:** Previously discussed. An Adhoc Committee already assigned to attend those meetings. Meeting set for 06/17/13 for attendance by Charles Hoff, Pat Dwyer and Chief Combs.
- 3. Adopt Preliminary Budget:** Chief Combs went over the Preliminary Budgeted items stating he has projected flat revenues at this point. He stated that anything in red, he does not have the numbers for

yet; these are the numbers from last year's budget in which we proposed using \$100,000.00 in Development Fees and \$100,000.00 in Reserves to put a down payment on the truck/engine. As this did not take place we anticipate this will be part of the 1.2 Million and may come in under budget this year which will be around \$100,000.00 or more. Projecting flat Revenues at 3.3 Million with expenditures of 3.3 Million with \$100,000.00 Contingency with \$429.00 going back into Reserves if we were to spend 100% of our budget. Still waiting on tax revenue figures from the County for the final budget. We are starting the year with 1.2 Million in reserves. Graphs presented and explained including costs of retirees, for people already retired out of the district. Chief Combs went over the budget page, personnel expenses, including extra-help. The figures now include benefit costs and retirement costs. Also have the tier in place. The majority of changes consist of moving from category to another to more accurately reflect appropriate costs. Class 30 discussed, went down overall 1.3 %. Discussed Asset - Structural Improvements will be increased possibly bumping that to \$70,000.00. Went over the estimates for repairs. Development Fees and tax funds discussed. The cost of the new engine will probably be in excess of \$500,000.00 and stated he may come to the Board and request it be taken out of Reserves for the purchase; this will save the interest charges if a loan were in the picture. The goal is to try and maintain about a Million in Reserves and will probably have closed to 1.3 Million in Reserves at the end of this year. Money will be saved in the big picture. System expenditures discussed. The engine is a huge purchase which will not take place again in approximately 10 years or so. JPA Admin fee touched on along with strike teams. This will be tuned up prior to the final budget coming through. Wages explained; Mark Hicks is planning on retiring. Positions included. Services and Supplies adjustments discussed, explained in further detail the code color numbers for possible changes. Spending a lot of money to upgrade structural turnouts, Wildland clothing, boots, helmets, etc. All categories were developed by staff. The budget includes input from staff. Vehicle maintenance discussed, budgeted more money than expended last year. Maintenance of Structures gone over. Memberships touched on, including CSFA membership costs. May look into competitive rates for the same benefits as received thru CSFA. Office expenses discussed including employee recognition; Firehouse software, Server software. Professional Services remains pretty much the same amount. Small Tools, developed by Captain Wiegel. Minor Equipment, Education and Training touched on. Increased fuel costs as consistently going up. Fire Prevention discussed along with training costs. Other expenses touched on. The JPA Budget discussed. The original projection for 2013/2014 was \$1,065,000.00 which has now been capped at 1 Million. The way it was changed is an 18% reduction in overtime and 92% reduction in extra-help. This was the only 2 categories he could reduce. Will try and manage overtime the best we can. This year will cost us more money. Same thing with Class forty as limited to \$40,000.00 may eat about \$10,000.00 there. Motion made by Pat Dwyer to approve the Proposed Preliminary Budget as presented. Seconded by Pat Williams. Carried.

4. **Air Conditioner/Generator Replacement:** Last week the air conditioning unit on the downstairs side went out. It is an R22 System and they do not make those systems anymore. Diamond heating and Air was able to find another R22 Unit back East and it is being shipped and should be in next week. This will cost about \$3,000.00 and we still have sufficient funds in Station Maintenance to cover that. Still going around and around with Air Pollution on the Generator. Still in negotiations with them.
5. **Motor Vehicle Accident:** Already covered.
6. **Painting Station 49:** Already covered.
7. **Stucco Work Station 49:** Already covered.
8. **Surplus Truck:** Dave has been working hard to figure out the best option for the District. We would get \$3,400.00 to \$3,600.00 for scraping it; if to Bar-None or another place, will not allow us to establish a minimum price for auction. We have a person who lives locally and he buys engines and market them to farmers, etc., and has offered us \$5,500.00 to drive it away. Tom Anderson contacted

another business who sell lift equipment, etc. and they may be able to get \$7,000.00 or \$8,000.00 for it, we may have to pay a percentage of the sale, we would have to take it down there and leave it on their lot as a consignment thing. Discussed the draw-backs of driving it down there, may not be worth a couple more bucks to take it down.

9. **Replace Copy Machine:** Bought the copier about 3 to 4 years ago and has been a piece of crap since, complained to the company. They are willing to sell us a new one for about \$7,000.00 after the trade-in value and the company will give us the new machine and allow us to try it out first and see how we like. Board Members gave him the go-ahead.

#### **NEW PURCHASES:**

None.

#### **EMPLOYEE / VOLUNTEER INPUT:**

John Wiegel touched on the significant event they had on Pleasant Valley Rd. working as Air Traffic Controller with 5 helicopters on one call (can only carry one patient each). One pilot stated the last time he saw that many helicopters on one crash was the bus load of gamblers up in Colusa County a couple of years ago. Pleasant Valley School had a couple of large baseball fields which they used as pads. County Fire did a great job. The guys at Station 19 were close and took an Ambulance and Engine to the scene; fire was involved and putting the driver and a passenger out. Managed with 2 guys, to take care of 5 critical patients for probably 10 minutes waiting for backup.

#### **MEETING ADJOURNED**

Respectfully submitted,

Caroline Falconer  
Board Secretary