**EL DORADO COUNTY FIRE PROTECTION DISTRICT**

**BOARD MEETING**

**April 20, 2023**

12:45P.M. Closed Session

1:00 P.M. Open Session

Join Zoom Meeting

<https://us02web.zoom.us/j/86707526233?pwd=c0NFVVQvMCtaSFFSZ2xzemhJOGYzQT09>

Meeting ID: 867 0752 6233

Passcode: 964768

One tap mobile

1(669)900-9128

**Fire Chief, Tim Cordero**

**12:45 P.M. OPEN SESSION**

1. **CALL TO ORDER:**

Director Kaiserman called the meeting to order at 12:45 P.M

1. **ROLL CALL:**

Present: Kaiserman, Brunton, Ogan, Gilchrest

Absent: None

1. **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

1. **APPROVE AGENDA:**

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

Ayes: Kaiserman, Brunton, Ogan, Gilchrest

Noes: None

Absent: None

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

**12:50 P.M. CLOSED SESSION**

* 1. Conference with Legal Counsel – Existing Litigation (Case PC20200294)

**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 that the Board meet with legal counsel for an update on existing litigation.

**7. CONSENT CALENDAR:**

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

discussion and action).

1. Minutes: March 16, 2023
2. Standard Operating Guideline:
   1. Manipulative Performance Standard 6-3.605
   2. Manipulative Performance Standard 6-6.601
   3. Manipulative Performance Standard 6-6.604
3. Claim Payments/Deposits:

District Claims: District Deposits & JE:

$12,702.00 $19,191.37

$71,945.65 $6,458.90

$1,162.40 $7,199.95

$1,920.00 $5,028.00

$1,275.43

$1,255.00

$28,617.00

$59,582.10

$87,760.35

$16,831.00

$9,059.36

$25,849.58

$1,936.94

$3,231.03

$2,427.41

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

Ayes: Kaiserman, Brunton, Ogan, Gilchrest

Noes: None

Absent: None

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. **DIVISION 4 CANIDATE INTERVIEWS (30 Minutes Per Candidate):**
   * Charles Schnell – 1:15
   * David Whelden – 1:45
   * Jim Edmiston – 2:15
2. **DIVISION 4 BOARD OF DIRECTOR SELECTION:**
   * Discuss and Appoint

*It was moved by Director Gilchrest to appoint Charles Schnell, No Second.*

*It was moved by Director Ogan and seconded by Director Brunton to appoint Jim Edmiston as Division 4 Board of Director. Motion was passed by the following vote:*

*Ayes: Kaiserman, Brunton, Ogan, Gilchrest*

*Noes: None*

*Abstain: None*

1. **OATH OF OFFICE**:
   * Division 4 Board of Director

Jim Edmiston was sworn in as Division 4 Board of Director.

1. **DEPARTMENTAL MATTERS:**
2. **Administrative –** Request for Fee Waiver – Mikhail Venikov
   * Discussion

This item was tabled until the May board meeting.

1. **Administrative –** Fiscal Year 2021/2022 Final Audit
   * O’Connor & Company
     + 1. Receive and File

Michael O’Connor provided an overview of the 2021/2022 Final Audit.

1. **Administrative –** Fitch and Associates Feasibility Study Contract
   * Review and Approve

*It was moved by Director Ogan and seconded by Director Gilchrest to Authorize the Fire Chief to enter into the Engagement Agreement with Fitch & Associates in the amount of $11,243.75. Motion was passed by the following vote:*

*Ayes: Kaiserman, Brunton, Ogan, Gilchrest, Edmiston*

*Noes: None*

*Abstain: None*

*Absent: None*

1. **Facilities –** Station 15 Siding Contract
   * Review and Approve

*It was moved by Director Kaiserman and seconded by Director Brunton to approve the Station 15 Siding Project to Sierra Cedar Corp in the amount of $58,429.00. The board would like to look into Community Foundations for funding resources on future projects. The motion was passed by the following vote:*

*Ayes: Kaiserman, Ogan, Brunton, Edmiston, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: None*

1. **Operational –** HRT Program
   * Discuss and Approve

*It was moved by Director Ogan and seconded by Director Gilchrest to approve the HRT Program and authorize the Fire Chief to sign the Joint Agreement between CHP and the El Dorado County Fire District. The motion was passed by the following vote:*

*Ayes: Kaiserman, Ogan, Brunton, Edmiston, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: None*

1. **Operational –** TOT Funding Request
   * Receive and File

Chief Cordero provided an update on the TOT Funding Request.

1. **Administrative –** Resolution 2023-03 Opposing Initiative No. 21-0042A1.
   * Discuss and Approve

*It was moved by Director Ogan and seconded by Director Brunton to approve Resolution 2023-03 Opposing Initiative No. 21-0042A1. The motion was passed by the following vote:*

*Ayes: Kaiserman, Ogan, Brunton, Edmiston*

*Noes: None*

*Abstain: Gilchrest*

*Absent: None*

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

Tabled until the May 18, 2023, meeting.

**12. COMMITTEE REPORTS:**

**Standing Committees:**

1. **Strategic Planning**

No Report

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

Director Kaiserman provided an overview of the recent Budget and Finance committee meeting.

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

Director Gilchrest provided an overview of the Communications & Outreach Committee meeting that took place on April 13, 2023.

**Ad-hoc Committees:**

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

No Report

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

No Report

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

Chief Cordero provided an overview of the last DSP ECF Annexation Working Group.

**13. CORRESPONDENCE AND COMMUNICATION:**

* Fire Engine Response Statistics.
* Medic Unit Response Statistics.
* Donation from Michael and Sarah Worlow Neri Survivor’s Trust.

1. **FIRE CHIEF’S REPORT:**

* JPA:
  + The JPA Finance committee is working on the upcoming budget for 2023/24.
  + We should have our DRAFT agreement for review and approval in the next month.
  + The County has hired End Point consulting for a system assessment, I had a meeting with the consulting group on March 10th, good discussion.
* City of Placerville
  + The City Manager has been working with PBK Consulting for an analysis of the PSB feasibility study, PBK has agreed to take on the analysis for a fee of $2,650.00. Our portion of the review is

$1,325.00. The Board approved $70,000.00 for the study, of which approximately $42,000.00 was paid to Dewberry for the study.

* + We continue to meet bi-weekly to keep the PSB project moving forward. There was a meeting with Senator Alvarado-Gil regarding the project, her staff advised the initial funding for land acquisition and environmental work is moving forward.
* District information
  + The station 17 project continues to move forward, with some of the change orders and identified items, we have utilized some of the contingency funds with approximately $10,000 remaining in that fund. Some of the additional add-ons may be deferred from the initial project.
  + Staff continue to work on the payroll software upgrade. We are in the testing phases of the loaned labor reporting, we did identify some errors in the initial testing, along with some additional items requested. HTRM is working towards completing those few remaining items.
  + 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.
  + Chief Johnson and I will be meeting with LAFCO on May 24th, tentatively to review the material from the Fire Summit Ad-Hoc committee.
  + Staff requested feedback from our PAO’s regarding their onboarding process and initial entry into our District. Given this is a new program for County Fire, we wanted to obtain information as to what was good and what would be helpful to include. We received good feedback and have integrated some of the information into the onboarding for the current group of PAOs. We have five new PAOs that began their onboarding on April 17th, unfortunately one PAO backed out of the offer, we have a replacement going through pre-employment. The tentative actual start date for Medic 28 with the PAO staffing model is May 20th.
  + We were requested to provide a donation to the M.O.R.E. fundraising event this year, County Fire has offered up the “take your child to school in a fire engine” for auction.
  + Staff met with Diamond Springs Fire personnel and their Community Facilities District (CFD) consultant. Diamond Springs Fire currently has a CFD in place within their jurisdiction, with the annexation process County Fire would also need a CFD to continue the Diamond Springs CFD. Staff will provide a presentation for the Board at our next Board meeting.
  + Crews will be participating in our annual swift water rescue drills April 23, 25 & 27 in Coloma
  + April 29th we will be participating in the DSP FSC event at Lions Hall in Diamond Springs, on May 20th we will be attending the Strawberry Community Fire Safety Awareness event.
  + Crews have responded to 3 working structure fires in the past couple weeks – they have done an amazing job in containing the fires and minimizing loss.

1. **BOARD COMMENTS:**

Brunton: Absent

Ogan: No Comment

Kaiserman: No Comment

Edmiston: Director Edmiston stated he would be in contact with current board members to meet. Director Edmiston thanked everyone for their support.

Gilchrest: Director Gilchrest stated he attended the recent Cameron Park CSD meeting, and he provided an overview of the meeting.

**16. FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting May 18, 2023.

Board Committees.

**17. ADJOURNMENT:**  *At 4:51 P.M. it was moved by Director Kaiserman and seconded by Director Ogan to adjourn; all in favor**.*