

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

**October 21, 2021**

1:00 P.M. Open Session

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**Fire Chief, Tim Cordero**

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

**1. CALL TO ORDER:**

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

**2. ROLL CALL:**

Present: Brunton, Harper, Kaiserman, Gilchrest

Absent: Swarbrick

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

**4. APPROVE AGENDA:**

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

Ayes: Brunton, Harper, Kaiserman, Gilchrest

Noes: None  
Absent: Swarbrick

**5. CONSENT CALENDAR:**

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

- A. Minutes: June 22, 2021  
September 16, 2021  
September 30, 2021, Special Board Meeting

B. Claim Payments/Deposits:

<u>District Claims:</u>	<u>District Deposits:</u>
\$14,325.80	\$67,410.15
\$30,238.81	\$7,804.90
\$13,282.70	\$15,739.76
\$2,124.40	\$2,795.50
\$18,992.56	
\$2,051.79	
\$6,795.00	
\$20,397.26	
\$66,092.67	
\$2,272.30	
\$119,167.17	
\$110,847.31	

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

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

**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).

Andy Nevis

**7. DEPARTMENTAL MATTERS:**

- A. **Administrative** – ISU Atwood FY 21/22 Insurance Renewal

*It was moved by Director Brunton and seconded by Director Kaiserman to approve the ISU Atwood FY 21/22 Insurance Renewal. The motion was passed by the following vote:*

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

Absent: Swarbrick

**B. Administrative** – GovInvest Presentation

- PowerPoint presentation was given and is available upon request to the Board Clerk.

**C. Administrative** – Request for Fee Waiver

- Georgetown Divide Recreation District

Public Comment:

Andy Nevis

Director Brunton recused himself from this agenda item because his wife is the General Manager for the Georgetown Divide Recreation District.

*It was moved by Director Kaiserman and seconded by Director Gilchrest to decline the Request for Fee Waiver by Georgetown Divide Recreation District. The motion was passed by the following vote:*

*Ayes: Kaiserman, Harper, Gilchrest*

*Noes: None*

*Abstain: Brunton*

*Absent: Swarbrick*

**D. Fire Ordinance Discussion**

- Janet Maineri – Coloma/Lotus Resident

Janet Maineri gave a PowerPoint presentation to the board. It is available by request to the Board Clerk.

**E. Administrative** – FEMA/OES Designation of Applicants

- Resolution – 2021-07

*It was moved by Director Kaiserman and seconded by Director Harper to approve Resolution 2021-07 – FEMA/OES Designation of Applicants. The motion was passed by the following vote:*

*Ayes: Brunton, Kaiserman, Harper, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Swarbrick*

**8. BOARD MATTERS:**

**A. LAFCO Election**

The Boards vote for the LAFCO Election is as follows:

1. Tim White
2. Michael Saunders
3. Monique Scobey

- B. Good Governance
- Director Gilchrest

The board conceptually agreed that the district needs to schedule the next Strategic Planning Workshop and have this item placed on the agenda. Included will be the check list that is established in the preliminary report.

Public Comment:  
Andy Nevis

- C. Board Policy 5020
- Discussion

This item is tabled until the November meeting.

- D. US Forest Service Agreement
- Discussion

Director Gilchrest stated he feels as elected representatives; if the constituents continue to be harmed then he believes the board should move forward with a letter to make the Federal officials aware. Director Gilchrest stated he feels the Board has a duty and responsibility to those that elected them and to ensure their care, wellbeing and safety is maintained.

## 9. COMMITTEE REPORTS:

### Standing Committees:

#### **A. Strategic Planning**

Chief Cordero suggested we place this item on the November meeting when Director Swarbrick is present so a date can be chosen.

#### **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)

Division Chief Trent Williams gave an update on the Station 17 project.

**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 email from Jack Rosevear – Fire Chief, Mosquito Fire Protection District.

**11. FIRE CHIEF'S REPORT:**

- JPA:
  - 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.
  - Update: A request has been made to the JPA for amending our current agreement regarding the FF1 requirement for hiring paramedics. This item was brought to the County Fire Ops committee for discussion, with a recommendation to move the item to County Chiefs.
- American Rescue Plan Act – Our requests were submitted to the County, the CAO's office provided follow up communications recommending the fire districts submit requests under the CSDA sponsored \$100 fund for Special Districts. I was able to attend a webinar on this process and we submitted our request on October 7<sup>th</sup>. Unfortunately, this program reimburses for "unanticipated costs" only – dollars had to be spent during March 4, 2020 thru June 15, 2021. For our district, we were able to submit for overtime costs resulting from both COVID Sick and COVID exposure time off, as well as time spent by personnel in the County EOC. The total request for ECF was \$167,000. Our original needs requests for funding under ARPA still remain with the County for consideration.
- Hiring Update:
  - We swore in a total of 6 new firefighters on October 7<sup>th</sup> at Henningsen Park. The event was well attended by families, friends, and firefighters.
  - We have received resignations from 2 employees, a firefighter who will be moving to Texas, and for now leaving the fire service. Another firefighter/paramedic has accepted a position with the City of Napa Fire Department.
  - We have an additional firefighter completing the pre-employment process, with interviews being scheduled for the first week of November.
- City of Placerville
  - Continue to work with City staff, attending staff meetings and City Council.
  - Attending a meeting with the Vice-Mayor, City Manager and City PG&E Liaison regarding the CPUC fire hazard ratings within Placerville and surrounding areas. We will be continuing to meet and work with CPUC and PG&E.

- Dewberry Consulting continues to work on the Public Safety Building, we had the opportunity to tour the City of Winters joint Fire/Police Station and EDH Station 85 for conceptual ideas. We also visited 2 potential building sites within the City. We are looking to host a special meeting, joint City Council and Board of Directors meeting on December 14<sup>th</sup> @ 1500.
- We will be engaging in a joint messaging campaign regarding the needs and deficiencies of both Station 25 and the current police station, for public awareness.
- Fire Prevention update
  - Captain Stirling has moved into the interim Fire Marshal position. The rank associated with this position will be discussed and vetted during the Strategic Planning sessions, however there is a pressing need to have the Fire Marshal position filled.
  - 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
  - Our new website is up and live. It is still undergoing some work and updating, however, Streamline brought over the majority of the information. Staff continues to work towards completing some of the items. Thank you to Captain Poganski for his efforts on this site. The web address is the same as our previous site – check it out.
  - We have finally completed the LAFCO process regarding the island annexations. We received our State Board of Equalization's Final Acknowledgement on October 19, 2021.
  - Engine 17 is in-service at Station 17, we are planning on having a community presentation of the engine at the annual Trunk or Treat event at Pinewood School in Pollock Pines. Captain Poganski is putting together some social media pushes and the CEDAPP group is also aware.
  - Crews will be participating in commercial fire night drills in El Dorado Hills this week and next.
  - 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.
  - I attended a FEMA Briefing regarding the Caldor Fire, we began the process of requesting reimbursement of costs/damages incurred during the Caldor Fire – our costs are associated with overtime costs due to backfilling and additional staffing needs.
  - Update on Station 28, Chief Williams is currently trying to award the bid and get the work completed –

- 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 rescheduled for October 26<sup>th</sup> for our initial meeting.
- 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. Firehouse RMS will be going away

December 31, 2022 (email on 10/20/21) – so the change to another platform is inevitable.

- Captain Shepard and I will be attending the National Fire Academy in January for “Wildland Urban Interface: Fire Adapted Communities”
- Changes to remote participation for meetings – with the COVID 19 pandemic there were changes made to holding public meetings – allowing for remote participation. Those provisions have expired and AB-361 was introduced and passed to allow for the continuance of remote meetings under the previous provisions. One of the criteria with AB-361 requires the Board to pass a resolution every 30 days to remain in compliance. The Board can still hold remote/hybrid meetings, the district would need to have the Board member and location posted on the agenda.

## 12. **BOARD COMMENTS:**

Brunton: No Comment

Swarbrick: Absent

Kaiserman: No Comment

Harper: No Comment

Gilchrest: Director Gilchrest stated he was contacted by Gary Campbell - Executive Director of Programming at Comcast Chanel 2 News and President of El Dorado County Veterans Alliance; he sent a there will be a ceremony at El Dorado County Veterans Monument on Veterans Day and Gary was hoping to get contact information on local First Responders that are Veterans. Director Gilchrest stated he wanted to clarify a previous comment relative to the Satisfaction Survey – when referencing State, Local and Federal Government, when they commission the Surveys, they do it through their legislative process, whether it is annually or every two years, however, the surveys are conducted annually.





**13. FUTURE AGENDA ITEMS:**

Next regularly scheduled Special Board Meeting November 18, 2021

Exit Interview

Joint Meeting with Placerville City Council on the Public Safety Building on December 14<sup>th</sup> @ 3:00 P.M.

Satisfaction Survey

Strategic Planning

- Date
- Good Governance check list to be included on the agenda to for the Strategic Planning Workshop.

**14. ADJOURNMENT:** *At 5:45 P.M. it was moved by Director Kaiserman and seconded by Director Harper to adjourn; all in favor.*