**EL DORADO COUNTY FIRE PROTECTION DISTRICT**

**BOARD MEETING**

**October 20, 2022**

12:30 P.M. Closed Session

1:00 P.M. Open Session

Join Zoom Meeting

<https://us02web.zoom.us/j/88937879063?pwd=ajJ1NzV1RWp3dVJyWFkyam8wNHg2UT09>

Meeting ID: 889 3787 9063

Passcode: 289203

One tap mobile

1(669)900-9128

**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**

* 1. Meeting with designated representatives of the El Dorado County Fire Protection District regarding employee salaries, salary schedules, and/or other compensation in the form of fringe benefits pursuant to Government Code Section 54957.6. The El Dorado County Fire Protection District’s designated representatives are Fire Chief Tim Cordero, Director Chris Swarbrick, Director Ken Harper and Patrick Clark.

El Dorado County Professional Firefighter Union Local 3556

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

1. **CALL TO ORDER:**

Director Brunton called the meeting to order at 1:03 P.M.

**2. ROLL CALL:**

Present: Brunton, Harper, Gilchrest

Absent: Swarbrick, Kaiserman

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

1. **APPROVE AGENDA:**

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

Ayes: Brunton, Harper, Gilchrest

Noes: None

Absent: Swarbrick, Kaiserman

**5. CONSENT CALENDAR:**

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

discussion and action).

1. Minutes: September 30, 2022, Board Meeting
2. Standard Operating Guideline: Article 10 – Section 3
3. Claim Payments/Deposits:

District Claims: District Deposits & JE:

$189.33 $4,425.00

$20,113.17 $3,247.00

$115,453.68 $13,175.00

$1,285.17 $13,435.18

$3,062.10

$2,623.72

$11,390.00

$1,845.00

$15,936.16

$119,836.13

$18,672.30

$59,642.39

$16,489.52

$119,905.61

*It was moved by Director Harper and seconded by Director Gilchrest to approve the Consent Calendar with corrections as mentioned. The motion was passed by the following vote:*

Ayes: Brunton, Harper, Gilchrest

Noes: None

Absent: Swarbrick, Kaiserman

1. **COMMENDATION AWARDS:**

* Captain Jacob Poganski
* Firefighter Paramedic Shane Galbraith
* Firefighter Paramedic Hunter Simons

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. **REPORT OF ACTION TAKEN IN CLOSED SESSION:**
   1. Meeting with designated representatives of the El Dorado County Fire Protection District regarding employee salaries, salary schedules, and/or other compensation in the form of fringe benefits pursuant to Government Code Section 54957.6. The El Dorado County Fire Protection District’s designated representatives are Fire Chief Tim Cordero, Director Chris Swarbrick, Director Ken Harper and Patrick Clark.

El Dorado County Professional Firefighter Union Local 3556

*It was moved by Director Harper and seconded by Director Gilchrest to approve the Memorandum of Understanding side letter with El Dorado County Professional Firefighter Union Local 3556 effective October 20, 2022. The motion was passed by the following vote:*

*Ayes: Brunton, Harper, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Swarbrick, Kaiserman*

1. **DEPARTMENTAL MATTERS:**
2. **Administrative** – Fiscal Year 2022/2023 ISU Atwood Insurance Renewal

*It was moved by Director Gilchrest and seconded by Director Harper to approve insurance renewal with JPRIMA with the understanding that the Board will receive a detailed report on what areas will be impacted due to the cost increase as well as where the additional funds are coming from to cover the additional costs. The motion was passed by the following vote:*

*Ayes: Brunton, Harper, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Swarbrick, Kaiserman*

1. **Operational –** Shared Service Agreement with Diamond Springs – El Dorado Fire Department
   * Discuss and Approve.

*It was moved by Director Harper and seconded by Director Gilchrest to approve the Shared Service Agreement with Diamond Springs – El Dorado Fire Department. The motion was passed by the following vote:*

*Ayes: Brunton, Harper, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Swarbrick, Kaiserman*

1. **Administrative –** Ordinance 2022-02 – California Fire Code
   * Second Reading – Adoption

*I**t was moved by Director Brunton and seconded by Director Kaiserman to approve Ordinance 2022-02 – California Fire Code. The motion was passed by the following vote:*

*Ayes: Brunton, Harper, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: Swarbrick, Kaiserman*

1. **Operational -**  Fiscal Year 2021/2022 Year End Report
   * Michael Ocenosak

*It was moved by Director Harper and seconded by Director Kaiserman to approve the Fire Chief and Staff to enter into a contract with Fire Grant Experts. The motion was passed by the following vote:*

*Ayes: Swarbrick, Brunton, Harper, Kaiserman, Gilchrest*

*Noes: None*

*Abstain: None*

*Absent: None*

**9. BOARD MATTERS:**

**10. COMMITTEE REPORTS:**

**Standing Committees:**

1. **Strategic Planning**

No Report

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

No Report

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

Director Gilchrest provided the overview of the Communications and Outreach meeting..

**Ad-hoc Committees:**

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

Director Brunton stated they received communications from Chief Williams regarding the Station 17 remodel. Director Brunton stated they will be starting the bid process for the project.

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

No Report

**11. CORRESPONDENCE AND COMMUNICATION:**

* Fire Engine Response Statistics.
* Medic Unit Response Statistics.
* Thank you letter from the Mountain Democrat

**12. FIRE CHIEF’S REPORT:**

* JPA:
  + The JPA Board and EMSOC are monitoring call volumes on a weekly basis, EMSOC looking for opportunities to adjust the system.
  + The JPA will be reaching out to agencies for proposals to staff the 8th medic unit. Staff is working on internal options to stand up this unit.
  + We have submitted our request for an amendment to our agreement to reflect the Paramedic Ambulance Operator position.
  + The JPA system assessment is underway, the consultant will be meeting with the JPA Board in the upcoming weeks.
* City of Placerville
  + We are working with the City for the upcoming holiday tree lighting ceremony, Captain Preston will be once again delivering Santa Clause to the event in our parade engine.
  + The Joint City Council / Fire Board meeting has been rescheduled for November 29th 5 pm at Town Hall. The agenda will be out over the next couple of weeks.
* District information
  + The station 17 project continues to move forward.
    - The Bid has been advertised since October 5th
    - There is a mandatory walk thru for bidders on October 20th
    - Formal bid opening is November 3rd at 1400
    - The Facilities Committee will be meeting on November 14th with our construction manager to review the bids
    - Recommendation will be made to the Board at the November meeting to award bid
  + Station 16 roofing project is underway, initial reports are not too much additional work will be needed beyond the engine bays.
  + Staff continues to work with the developers at Kronos for the Loaned Labor component to our payroll software. Once the report is created and tested, we can move forward with implementation.
  + The Image Trend RMS conversion continues to move forward, Captain Lindberg is currently working with Peraton for the CAD integration component.
  + The Wildfire Preparedness & Resilience Advisory Group will be providing updates to various external stakeholder groups, The El Dorado County Fire Safe Council and on November 2nd the El Dorado County Fire Chiefs Association.
  + Cal Fire will be presenting their updated Fire Hazard Severity Zones map early next year, the presentation for the Fire Chiefs Association will be January 25th at the DSP Fireman’s Hall.
  + Retired Engineer Campbell is continuing to work on developing his Peer Support program, several groups have committed grant funds to his program, and he is working with the El Dorado Community Foundation for fiscal sponsorship.
  + Following up on the LAFCO Ad-Hoc Fire Summit Committee, the FCA will have an executive session to discuss the item and look for opportunities on November 2nd.
  + The Community Economic Development Association of Pollock Pines (CEDAPP) is hosting “The Stars Come Out” event again this year on November 17th. El Dorado County Fire is on the list for organizations being recognized. I plan on being in attendance again this year to represent the Fire District.
  + Captain Preston and Denali were featured in the Mountain Democrat’s 2022 Edition of Happy Healthy Pets. The Mountain Democrat had seen the information on our social media platforms and reached out to add the story to their publication.

**13. BOARD COMMENTS:**

Brunton: No Comment

Swarbrick: No Comment

Kaiserman: No Comment

Harper: Director Harper thanked Captain Poganski for his communication on social media.

Gilchrest: Director Gilchrest stated he wanted to thank Division Chief Stirling for the work he has been doing with the Firewise Communities.

**14. FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting October 20, 2022.

**15. ADJOURNMENT:**  *At 3:02 P.M. it was moved by Director Brunton and seconded by Director Kaiserman to adjourn; all in favor**.*