

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

May 20, 2021

1:00 P.M. Open Session

ATTENTION

As a result of the COVID-19 emergency and the Governor’s Executive Orders N-29-20 and N-33-20, this meeting will occur for the public via video and teleconference. There will not be a physical public access location. Anyone who would like to participate in the meeting must use the Zoom video link or conference line below:

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If you choose to attend the Zoom meeting and wish to make a comment on an item, please use the “raise a hand” button or press *9 if dialing in by phone. Public comments will be limited to 3 minutes. Thank you for your understanding during these challenging times.

Fire Chief, Tim Cordero

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, Kaiserman, Gilchrest

Absent: Harper

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 as presented. The motion was passed by the following vote:

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

5. CONSENT CALENDAR:

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

- A. Minutes: April 14, 2021 Board Meeting Minutes
- B. Standard Operating Guidelines Article 3 Section 23
- C. Claim Payments/Deposits:

<u>District Claims:</u>	<u>District Deposit/JE:</u>
\$ 107,944.31	\$ 7,064.33
\$ 533.97	\$ 10,148.10
\$ 9,120.04	
\$ 90.49	
\$ 1,914.91	
\$ 216,386.88	
\$ 19,416.24	
\$ 17,434.29	
\$ 903.24	
\$ 31,835.40	
\$ 350.00	

It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the Consent Calendar after Director Kaiserman pulled the Financial Report for clarification on year to date because the Budget and Finance Committee did not meet this month. The motion was passed by the following vote:

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

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).

No Public Comment

7. DEPARTMENTAL MATTERS:

- A. FY 2019-2020 Final Audit
 - Craig Fechter presented the final audit.

Craig stated he provides classes on Government Accounting if the Board is interested. All board members agreed they would be. Date to be determined.

B. Resolution 2021-02 – FY 2021-2022 Appropriation Limits

It was moved by Director Kaiserman and seconded by Director Gilchrest to approve Resolution 2021-02 FY 2021-2022 Appropriation Limits. The motion was passed by the following vote:

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

C. Resolution 2021-03 – FY 2021-2022 Preliminary Budget

It was moved by Director Gilchrest and seconded by Director Kaiserman to approve Resolution 2021-03 – FY 2021-2022 Preliminary Budget with the additions as mentioned. The motion was passed by the following vote:

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

D. Resolution 2021-04 – CalFire Amador Contract

It was moved by Director Kaiserman and seconded by Director Brunton to approve Resolution 2021-04 – CalFire Amador Contract. The motion was passed by the following vote:

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

E. American River Community Coalition Protecting Communities along the American River.

It was moved by Director Brunton and seconded by Director Kaiserman to approve the Letter of Support for American River Community Coalition Protecting Communities along the American River. The motion was passed by the following vote:

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

F. Development Impact Fee Study

- Update

G. Letter of Support for the Aukum Fairplay Fire Safe Council (AFFSC) and the Oak Hill Area Fire Safe Council (OHAFSC)

It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the Letter of Support for the Aukum Fairplay Fire Safe Council (AFFSC) and the Oak Hill Area Fire Safe Council (OHAFSC). The motion was passed by the following vote:

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

8. BOARD MATTERS:

A. Board Training

- Training for New Board Members

Chief Cordero handed out a draft version of the Board of Directors Handbook for the board to review.

B. Strategic Plan

Chief Cordero stated he will be speaking to Lloyd Ogan next week to set a date for the next workshop.

Director Gilchrest asked to start adopting the agenda as a reference point to the Strategic Plan so everything the board is doing from a operational perspective has an item agenized that references an item on the strategic plan. This will create that bridge between long term and operations.

Brian Veerkamp stated he believes it helps and its all part of good governess and solidifies that you are agenizing things that are part of your plan. Brian Veerkamp stated it gives the CAO and Chief reference to where things need to land.

9. COMMITTEE REPORTS:

Standing Committees:

A. Strategic Planning

No Report

B. Budget and Finance (Kaiserman, Gilchrest)

No Report

C. Communications & Outreach (Brunton, Gilchrest)

No Report

Ad-hoc Committees:

A. Facilities and Equipment (Brunton, Kaiserman)

No Report

B. Human Resources (Swarbrick, Harper)

Director Swarbrick stated the HR Committee met on the Satisfaction Survey. They were able to get halfway through the submitted surveys and have another meeting scheduled for review on May 25.

C. Operational Strategic Planning (Swarbrick, Kaiserman)

10. CORRESPONDENCE AND COMMUNICATION:

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.
- Thank you letter from the Texas Hill Fire Safe Council
- Letter of Support for Fire Safe Councils

11. FIRE CHIEF'S REPORT:

- JPA:
 - JPA Board approved the finance committee proposed changes, regarding “true-cost” methodology, Class 40 standardized costing and UAL segregation – pending approval by the County and all transporting agency boards.
 - EMSOC was cancelled due to Chair and Vice-Chair being unavailable
- American Rescue Plan Act – attended several “virtual webinars” regarding probable funding opportunities and criteria. The actual guidelines, Federal and County, are not yet released, however, we are compiling a list of needs due to the COVID impacts that we believe will likely fall under the parameters of the American Rescue Plan Act.
- Hiring Update:
 - We have 6 candidates who are scheduled for a June 1st start date
 - One candidate who will begin shortly after July 1st, after paramedic school
 - We have 3 additional candidates who began the pre-employment process mid-May to fill behind candidates who did not complete the hiring process.
 - The JPA is also working on alternatives to assist in the hiring of personnel, not only for ECF but the system as a whole.
- City of Placerville
 - Continue to work with City staff, attending staff meetings and City Council.
 - Finalizing the contract with the City and Dewberry Consulting for the Public Safety Building needs assessment.
 - Working with City Staff, Placerville PD, Cal-Trans and CHP on highway 50 traffic mitigation during “Apple Hill” Season. Looking at a weekend in September and October.
- Fire Prevention update
 - Crews are currently engaged in our annual defensible space inspections across the district.
 - Captain Stirling and Captain Shepard are working through some of the prevention processes and looking for areas to modernize and streamline the bureau.
- District information
 - Engine 17 completed at Pierce, final inspection completed by Chief Lohan, Captain Andreis, Jon Lyons and myself. Inspection completed with a projected completion of

noted items by mid-next week. The engine will then be shipped to Golden State in Sacramento for PDI and radio installs. We anticipate a mid-July in service time frame, pending equipment and delivery.

- LAFCO approved the island annexations on April 28th, final paperwork and billing being completed. It is estimated that these new annexations will appear on our tax rolls 2022/23.

- In reconciling our Strike Team Reimbursements, we have 4 pending reimbursements from USFS incidents. We did reach out to Cal OES, who in turn contacted USFS for follow up. We received notification that the USFS is in the process for completing the payments and we should receive our funds in the near future.
- We held a community meeting / public education scheduled on May 15th in Strawberry, Director Harper, Captain's Stirling and Shepard, Engine 17 and I were in attendance. We had approximately 40 community members also present for the 2 hour presentation and Q & A.
- After a meeting with Director Gilchrest, Chief Johnson, Chief Lilienthal, Director Bill Roby and myself, we submitted a grant request that would provide training for firefighters – across all ranks over a four year cycle. The request would provide for an instructor and 20 students per class.
- Crews have completed their annual RT-130 (required annual wildland fire training) during the beginning of May. Thank you Captain Harris for coordinating this training with his support cadre.
- The Engineer's exam is coming up next month. Chief McVay and his cadre have created the testing processes and provided all the necessary information for personnel who are taking the test. Also, we have several Captains who have been hosting "training days" for those who are preparing for the test.
- Firefighters Eric Banuelos and Brandon McMurtry has both successfully completed their probationary requirements.
- There has been a significant change at Diamond Springs with the retirement of Chief Ransdell and pending retirement of Chief Earle. I have met with Chief Gallagher and extended our offer to assist as needed. We have provided Chief Officer coverage on a few occasions. These changes have put our shared services agreement off the table for now. We may revisit this again in the future, however, for now Diamond is focusing internally on their District.

12. BOARD COMMENTS:

Brunton: No Comment

Swarbrick: Director Swarbrick thanked all the crews that put the fire out on Starks Grade.

Kaiserman: No Comment

Harper: Absent

Gilchrest: Director Gilchrest stated the Pine Hill Reserve started doing a lot of clearing. Director Gilchrest stated that CalFire has a chipper out on Meder Road to push vegetation back from the road 100 ft.

13. **FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting, May 20, 2021.

Wildland PPE Policy – Looking at hood exchange policy.

Development Fee – Reallocation of funds.

14. **ADJOURNMENT:** *At 3:56 P.M. it was moved by Director Gilchrest and seconded by Director Kaiserman to adjourn; all in favor.*