

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

**November 19, 2020**

**City of Placerville  
Town Hall  
549 Main Street  
Placerville, CA 95667**

1:00 P.M. Open Session

**Dial in Number:**  
United States: +1 (872) 240-3311  
Access Code: 804-699-613

**Fire Chief, Tim Cordero**

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

**1. CALL TO ORDER:**

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

**2. ROLL CALL:**

Present: Brunton, Swarbrick, Harper, Kaiserman, Gilchrest  
Absent: None

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited

**4. APPROVE AGENDA:**

*It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the agenda with the addition in item 8C – CSDA Membership, 8D – UAL Policy and the movement of Item 7F to 8B. The motion was passed by the following vote:*

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

**5. CONSENT CALENDAR:**

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

- A. Minutes: October 15, 2020 Board Meeting
- B. Claim Payments/Deposits:

<u>District Claims:</u>	<u>District Deposits:</u>
\$ 235,371.02	\$109,538.00
\$ 21,598.32	\$15,698.62
\$ 72,499.00	\$7,891.00
\$ 2,561.38	\$6,558.00
\$ 21,388.15	\$2,705.00
\$ 32,319.48	\$33,489.55
\$ 2,100.00	
\$12,162.98	
\$ 11,124.00	
\$ 44,033.37	
\$ 625.00	
\$ 111,288.10	

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

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

**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. Resolution 2020-09 – Commending Engineer Michael Campbell

*It was moved by Director Gilchrest and seconded by Director Swarbrick to approve Resolution 2020-09 – Commending Engineer Michael Campbell. The motion was passed by the following vote:*

Ayes: Brunton, Swarbrick, Harper, Kaiserman, Gilchrest

Noes: None  
Abstain: None  
Absent: None

B. Resolution 2020-10 – Commending Gina Tassinari

*It was moved by Director Gilchrest and seconded by Director Swarbrick to approve Resolution 2020-10 – Commending Gina Tassinari. The motion was passed by the following vote:*

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

C. Amador Plan Presentation

- Chief Lindgren

D. Fiscal Year 20/21 Combined Tax Report

E. Apparatus Replacement Plan

- Chief Lohan

F. Resolution 2020-11 – Community Power Resiliency Allocation to Special Districts Program.

*It was moved by Director Gilchrest and seconded by Director Kaiserman to approve Resolution 2020-11 – Community Power Resiliency Allocation to Special Districts Program. The motion was passed by the following vote:*

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

G. Review & Approve Service Plan for Island Annexation

*It was moved by Director Swarbrick and seconded by Director Harper to approve Service Plan for Island Annexation. The motion was passed by the following vote:*

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

H. Board Discussion

- Cancellation of Decembers Board Meeting

The Board agreed to cancel the Regular Scheduled December Board Meeting.

**8. BOARD MATTERS:**

A. Board Training

- Training for New Board Members

Director Gilchrest stated at the last Budget and Finance committee they discussed having the Human Resources Committee develop an Onboarding Policy for new board members. The Board unanimously agreed.

B. Board Policy – 1040 - Health and Dental Benefits for Board Members –  
4030 – Remuneration and Reimbursement

*It was moved by Director Gilchrest and seconded by Director Swarbrick to approve Policies 1040 – Health and Dental Benefits for Board Members and 4030 – Remuneration and Reimbursement with revisions as stated. The motion was passed by the following vote:*

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

C. Board Discussion

- CSDA Membership

Director Gilchrest read an email of support from Dan Haverly to join CSDA. (Available at the District Administrative office upon request.)

Director Gilchrest stated he feels this is invaluable and it is something the Board should be looking at.

This item was tabled - to be looked at after the District sees a potential cost saving with the Amador Plan.

D. UAL Policy

Director Gilchrest to send out a query to contacts through CSDA Network to see what Special Districts might be able to provide regarding UAL Policy. To report back to Board.

**9. COMMITTEE REPORTS:**

**Standing Committees:**

**A. Strategic Planning**

No Report

**B. Budget and Finance (Kaiserman, Gilcrest)**

Director Kaiserman stated the following items were discussed at the November 12, 2020 meeting:

- Review and discuss expenditures
- Discuss AstroGov program, to be discussed at the January meeting.
- Chief Dutch to give a UAL white paper at the beginning January
- Establishment of a UAL Policy.
- Discussed the use of development fees after the nexus study is approved
- Discussed the \$132,000 grant for radios
- JPA fixed contract
- Onboard Policy for new board members.

**C. Communications & Outreach (Brunton, Gilcrest)**

Scheduled to meet December 7, 2020.

**Ad-hoc Committees:**

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

No Report

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

No Report

**C. Operational Strategic Planning (Swarbrick, Kaiserman)**

Director Kaiserman stated the following items were discussed at the meeting held on November 3, 2020:

- Health and Wellness
- PPE- deacon procedures and SOG
- Cancer Prevention, Reduction, Awareness

**10. CORRESPONDENCE AND COMMUNICATION:**

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.

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

- JLMC- The committee continues to work towards a final business plan to present to the Board. During the Week of November 2<sup>nd</sup>, members of the JLMC met with crews on all 3 shifts to discuss the framework of the plan and obtain input and feedback.
  - Plan for a business model change is coming together, finalizing some details, and putting together the presentation and financial reports
- CARES Act funds – Chief Williams and FF Duncan are working through the purchasing and tracking process. Monthly updates are submitted as required.
  - The JPA also received CARES Act Funds for equipment, there are some residual funds, which may be used for loss time / increased costs due to COVID -19, ECF has submitted for the overtime costs incurred on the medic units for COVID-19 exposures – roughly \$27k
- Firefighter Tyler Ott has completed his 12-month probation. We also have two new FF/P's that have started, Jason Vogeli and Cole Roth, both are assigned to Station 28 currently. We have 3 FF's scheduled for the Sacramento City Fire Academy on January 4<sup>th</sup>, we will also be sending Captain Adams as a DI.
- JPA Update
  - Captain Stirling and I met with Deputy Director Jorgenson to discuss the fleet and status / history of the remount processes.
  - Transition at the JPA director roles has completed with Directors Veerkamp and Jorgenson in place.
  - County is looking into expanding the roles of CSA-7 to provide funding to the vegetation management program. The County Fire Chiefs met with the CAO and Deputy CAO to review the proposed plan. The County Chiefs and JPA will be looking for additional information on the proposal.
- COVID-19 – Our crews continue to remain diligent with our protocols for COVID-19, we have one positive case with roughly 8-9 primary exposures.
- City of Placerville
  - Continue to work with City staff, attending staff meetings and City Council
  - We have had several discussions with the City of Placerville regarding their outdoor dining with regards to the change in weather and change in the County status. Captain McKay and Captain Stirling continue to work with the City. Mainly involving heating.
  - The City is working on an RFP for a feasibility study for a joint public safety facility. We will host a joint City / ECF presentation and review, to review RFP's
- Administration –
  - AFG Grant for Ladder 26, unfortunately we were denied the request for this grant
  - Laura Land has assumed the full roll of the payroll department – she is doing very well. We are in the process of completing paperwork with PERS to allow Gina Tassinari to work as a retired annuitant – should the need arise. Back-up plan only – as needed.
  - LAFCO process for the Blossom AT&T Annexation has been completed

12. **BOARD COMMENTS:**

Brunton: No Comment

Swarbrick: Director Swarbrick stated he was asked to come talk about availability and affordability of fire insurance in our area.

Kaiserman: No Comment

Harper: No Comment

Gilchrest: No Comment

13. **FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting, December 17,2020  
2850 Fair Lane Court, Building C, Placerville, CA 95667. – This meeting was canceled.

14. **ADJOURNMENT:** *At 4:50 P.M. it was moved by Director Swarbrick and seconded by Director Gilchrest to adjourn; all in favor.*