

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

**October 17, 2019**

2850 Fair Lane Ct., Building "C"  
Placerville, CA 95667  
1:00 P.M. Open Session

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

**1. CALL TO ORDER:**

Director Brunton called the meeting to order at 1:01 P.M.

**2. ROLL CALL:**

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

**3. PLEDGE OF ALLEGIANCE:**

Pledge of Allegiance was recited.

**4. APPROVE AGENDA:**

*It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the agenda as presented. 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: September 19, 2019 Board Meeting
- B. Claim Payments/Deposits:

<u>District Claims:</u>	<u>District Deposits:</u>
\$ 10,848.83	\$10,006.00
\$ 27,794.00	\$5,619.26
\$ 14,319.12	\$10,189.60
\$ 5,242.00	\$4,021.00
\$ 37,782.00	
\$ 5,095.89	
\$ 30,531.15	
\$ 200,862.08	
\$ 16,169.19	
\$ 4,316.82	
\$ 12,822.37	

*It was moved by Director Kaiserman and seconded by Director Swarbrick to approve the Consent Calendar as presented. 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. Ordinance 2019-01 – Administrative and Misdemeanor Citations; Peace Officer Status.
- Second Reading – Adoption

*It was moved by Director Gilchrest and seconded by Director Swarbrick to approve Ordinance 2019-01 – Administrative and Misdemeanor Citations; Peace Officer Status with changes as presented. The motion was passed by the following vote:*

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

- B. Resolution 2019-08 – Adopting Findings Supporting Amendments to the California Fire Code.
- Ordinance 2019-02 – First Reading

*It was moved by Director Harper and seconded by Director Swarbrick to approve Resolution 2019-08 – Adopting Findings Supporting Amendments to the California Fire Code with the changes as presented. The motion was passed by the following vote:*

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

- C. Fiscal Year 2017/2018 Final Audit
  - Craig Fechter

- D. Renewal of Insurance Contract with ISU Insurance Services – Atwood Agency.

*It was moved by Director Swarbrick and seconded by Director Harper to approve the renewal of insurance contract with ISU Insurance Services – Atwood Agency. The motion was passed by the following vote:*

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

- E. Revision of Stancard Operating Guideline:
  - Article 2 Section 4 – Purchasing

*It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the Revision of Standard Operating Guideline – Article 2 Section 4 - Purchasing. The motion was passed by the following vote:*

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

- F. Fiscal Year 2019-2020 Combined Tax Report.

**8. COMMITTEE REPORTS:**

- A. Facilities & Equipment

No Report

- B. Fire Prevention

No Report

- C. Human Resources

No Report

D. Budget and Finance

No Report

9. **CORRESPONDENCE AND COMMUNICATION:**

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.
- Thank you letter to Fire Marshal McKay from Auburn State Recreation.
- Thank you letter to Chief Ogan from Auburn State Recreation.
- Letter of support from Chief Ortega for the Law Enforcement Program.

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

Chief Ogan reported on recent activity in the District and on current events.

11. **BOARD COMMENTS:**

Brunton: No Comment

Swarbrick: No Comment

Kaiserman: No Comment

Harper: No Comment

Gilchrest: Director Gilchrest presented the Board with a print of a budget report from the Cameron Park CSD. Director Gilchrest stated he thought it would be something beneficial the District could implement. Director Gilchrest stated he had a meeting with leadership individuals regarding the Pine Hill Reserve.

12. **FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting, November 21, 2019  
2850 Fair Lane Court, Building C, Placerville, CA 95667.

13. **ADJOURNMENT:** *At 3:09 P.M. it was moved by Director Gilchrest and seconded by Director Kaiserman to adjourn and move into closed session; all in favor.*

14. **CLOSED SESSION:**

Consolidation/Fire Authority

15. **REPORT OUT OF CLOSED SESSION:**

Nothing to report out.

16. **ADJOURNMENT:** *At 3:54 P.M. it was moved by Director Swarbrick and seconded by Director Kaiserman to adjourn; all in favor*