**EL DORADO COUNTY FIRE PROTECTION DISTRICT**

**BOARD MEETING**

**November 29, 2022**

2:30 P.M. Closed Session

3:00 P.M. Open Session

Join Zoom Meeting

<https://us02web.zoom.us/j/88632851073?pwd=SkFTd3k3Wi9nbDdjL3FqaHN5YWZIdz09>

Meeting ID: 886 3285 1073

Passcode: 800148

One tap mobile

1(669)900-9128

**Fire Chief, Tim Cordero**

**2:30 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.

**2:35 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, The Management Association, Non-Safety.

**3:00 P.M. OPEN SESSION**

1. **CALL TO ORDER:**

Director Swarbrick called the meeting to order at 3:01 P.M.

**2. ROLL CALL:**

Present: Swarbrick, Kaiserman, Brunton, Harper, Gilchrest

Absent: None

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was differed to our Special Meeting to be held directly after this meeting.

1. **APPROVE AGENDA:**

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

Ayes: Swarbrick, Kaiserman, Brunton, Harper, Gilchrest

Noes: None

Absent: None

**5. CONSENT CALENDAR:**

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

discussion and action).

1. Minutes: October 20, 2022, Board Meeting
2. Claim Payments/Deposits:

District Claims: District Deposits & JE:

$15,892.52 $5,296.00

$2,040.00 $4,090.00

$17,012.02

$180,314.00

$1,521.23

$33,938.52

$65,020.76

$1,776.21

$26,898.92

$125,788.92

$18,672.30

$59,642.39

$16,489.52

$119,905.61

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

Ayes: Swarbrick, Kaiserman, Brunton, Harper, Gilchrest

Noes: None

Absent: None

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, The Management Association & Non-Safety Association.

*It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the Letter of Understanding between the El Dorado County Professional Firefighter Union Local 3556, The Management Association and the Non-Safety Association. The motion was passed by the following vote:*

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

*Noes: None*

*Abstain: None*

*Absent: None*

1. **DEPARTMENTAL MATTERS:**
2. **Administrative** – Further Collaboration with Diamond Springs Fire Department
   * Discuss and Support

Public Comment

Jacob Poganski

*It was moved by Director Kaiserman and seconded by Director Harper to support and encourage conversations pertaining to a potential joining of the agencies, while keeping both Fire Boards and personnel informed to the discussions and information obtained. motion was passed by the following vote:*

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

*Noes: None*

*Abstain: None*

*Absent: None*

1. **Operational –** Internal JPA RFP for Staffing and Operations of Additional Medic Unit.
   * Discuss and Approve.

*It was moved by Director Kaiserman and seconded by Director Harper to authorize the Fire Chief to submit the RFP for staffing and operating the additional medic unit on behalf of El Dorado County Fire Protection District. The motion was passed by the following vote:*

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

*Noes: None*

*Abstain: None*

*Absent: None*

1. **Facilities –** Award Bid for Station 17 Project.

Public Comment:

Ron Wood

*I**t was moved by Director Harper and seconded by Director Gilchrest to approve and award bid for the Station 17 expansion to Treehenge Construction in the amount of $711,300.00 with a 8% contingency. The motion was passed by the following vote:*

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

*Noes: None*

*Abstain: None*

*Absent: None*

1. **BOARD MATTERS:**
2. Board Discussion
   * Cancelation of Decembers Board Meeting.

*It was moved by Director Kaiserman and seconded by Director Brunton to approve the cancelation of the December Board Meeting. The motion was passed by the following vote:*

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

*Noes: None*

*Abstain: None*

*Absent: None*

**10. COMMITTEE REPORTS:**

**Standing Committees:**

1. **Strategic Planning**

No Report

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

Director Kaiserman provided an overview of the Budget and Finance meeting that was held on November 22, 2022.

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

No Report

**Ad-hoc Committees:**

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

No Report

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

No Report

**11. CORRESPONDENCE AND COMMUNICATION:**

* Fire Engine Response Statistics.
* Medic Unit Response Statistics.

**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.
  + Our request for amendment to our agreement with the JPA to reflect the Paramedic Ambulance Operator position was approved by the JPA Board.
  + The JPA will be transitioning Deputy Director Jorgensen into the Executive Director position at the first of the year. The JPA is currently in process of hiring an Administrative Assistant position.
* City of Placerville
  + The annual tree lighting ceremony took place on November 25th, we participated in escorting Santa to the Bell Tower, with the number of people attending we could not safely utilize the ’51 La France. We will look for different alternatives next year.
  + The Annual Christmas Parade is December 4th, we are planning on our Honor Guard, 2 Parade Engines and 1 additional engine participating in the parade. Thank you to Captain Preston for coordinating both of these events for County Fire – Captain Preston has been the lead on these events for many years.
* District information
  + The station 17 project continues to move forward.
    - Crews will be housed at the old Pollock Pines School during the daytime hours, moving to Station 21 for nighttime. Some minor adjustments are being made at Station 21 to accommodate the crews.
    - Start date for the project should be shortly after January 1, 2023.
    - Chief Williams and Captain Van Kirk continue to work with our Project Manager as the project moves forward.
  + Station 16 roofing was completed, there were additional repairs needed to the roofing over the bays. The completed cost was approximately $40,000.00
  + 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.
  + 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. County Fire may also need to assist with part of the program with oversight and disbursement of funds under a contract. The details are still being worked out; however, we should have a proposal for the Board at the January meeting.
  + The County Fire Chiefs have another meeting scheduled for December 1st to continue discussions pertaining to the LAFCO Fire Summit.
  + Engine 17 will be participating in the Christmas Tree Lighting in Pollock Pines on December 3rd, this is an annual event.
  + County Fire has seen several structure fires over the past couple of weeks, our crews have done an outstanding job in containing these fires. The corporation County Fire personnel and our allied agencies has been commendable!
  + November 18th was the last shift for now retired Captain Shayne Harris. Captain Harris has been with County Fire since September 2003. Captain Harris completed his last shift with 2 working structure fires, which did cut into his retirement by 2 hours. Congratulations Captain Harris.

**13. BOARD COMMENTS:**

Brunton: Director Brunton stated it has been a pleasure working and collaborating with Director Swarbrick during their time together on the board. He sated he has enjoyed the support Director Swarbrick has provided the district during tough times and stated he will be missed.

Swarbrick: Director Swarbrick stated it has been a pleasure serving on the board and he would like to send much appreciation to the staff. He stated he will always be available to speak as a non-board member at meetings if needed.

Kaiserman: No Comment

Harper: No Comment

Gilchrest: Director Gilchrest stated the Greater Cameron Park Fire Safe Council is hosting a Sand Table Evening. Director Gilchrest stated he would like to thank Director Swarbrick for his time on the board.

**14. FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting January 19, 2023.

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