

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

**April 21, 2022**

1:00 P.M. Open Session

Join Zoom Meeting

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Meeting ID: 852 9131 2091

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1(669)900-9128

**Fire Chief, Tim Cordero**

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

**1. CALL TO ORDER:**

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

**2. ROLL CALL:**

Present: Kaiserman, Brunton, Harper, Gilchrest

Absent: Swarbrick

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

**4. APPROVE AGENDA:**

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

Ayes: Kaiserman, Brunton, Harper, Gilchrest

Noes: None

Absent: Swarbrick

**5. CONSENT CALENDAR:**

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

- A. Minutes: February 17, 2022, Board Meeting  
March 17, 2022, Board Meeting  
March 31, 2022, Special Board Meeting

B. Claim Payments/Deposits:

<u>District Claims:</u>	<u>District Deposits:</u>
\$11,583.47	\$6,864.70
\$350.00	\$28,238.85
\$90,890.54	\$1,279.00
\$1,231.18	\$275,699.58
\$70,794.59	
\$26,753.10	
\$2,159.38	
\$3,305.48	
\$14,370.95	
\$16,059.15	
\$124,674.72	

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

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

**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. **Administrative** – First Responder Fee

- Discussion

Chief Cordero provided an update on the progress for the First Responder Fee.

B. **Operational** – Fire Explorer Program/ROP

- Discussion

Chief Cordero provided a bullet point for the Fire Explorer Program.

**8. BOARD MATTERS:**

A. Website

- Board Member Bio and Information
  - i. Discussion

**9. COMMITTEE REPORTS:**

### **Standing Committees:**

#### **A. Strategic Planning**

Chief Cordero stated the RFP has been sent out for a consultant.

#### **B. Budget and Finance (Kaiserman, Gilchrest)**

Director Kaiserman provided a summary of the Budget and Finance Committee Meeting that took place on April 19, 2022

#### **C. Communications & Outreach (Brunton, Gilchrest)**

Director Gilchrest provided a summary of the Communications & Outreach meeting that took place on April 8, 2022.

### **Ad-hoc Committees:**

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

Director Brunton stated the 3 new engines have been ordered. Director Brunton stated the Project Manager is anticipating Station 17 remodel to be completed by December 2022.

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

No Report

## **10. CORRESPONDENCE AND COMMUNICATION:**

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.
- Thank you letter from Fire Chief Maurice Johnson for attending groundbreaking ceremony.
- Thank you letter from Cristy Jorgenson and Brian Veerkamp to Chief Cordero.

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

- JPA:
  - We continue to work with the JPA and the County regarding the current contract.
  - The JPA implemented the Pilot Program regarding IFT's on April 1<sup>st</sup>. This pilot program has initially shown a tremendous positive impact on our personnel and their availability to communities we serve. It has prompted quite a few meetings with the County CAO's office. We (JPA) continue to work with the County to address their questions, we did also meet with Marshall Hospital on April 12<sup>th</sup> to confirm their needs are being met with the Pilot Program, the meeting was very positive with Marshall having no concerns.
  - The JPA Ad-Hoc Medic Unit Staffing committee continues to meet, we have DRAFT job descriptions and benefit packages that are being worked on. The committee continues to meet.

- TOT Funds:
  - I spoke with the Deputy CAO last week, the CAO's office is making recommendations for approval to the Board of Supervisors on Monday, April 25<sup>th</sup>. Our request is being recommended for full funding.
- Hiring Update:
  - We have 4 new Firefighter Paramedics that have begun their orientation on April 19<sup>th</sup>, one of the recruits is also working on an internal FF1 program with our Training Division, Chief Dutch and Shasta College. The program will be assessed for feasibility moving forward and potential hiring opportunities.
- City of Placerville
  - Continue to work with City staff, attending staff meetings and City Council.
  - This upcoming Saturday is the "second Saturday of Service", with a cleanup of lower Main / Forni Rd, pending the weather.
  - With the joint PSB, we have reached out to Senator Feinstein's office for potential support. We, City Manager, City Engineer, Police Chief and Myself met with Senator Feinstein's office on the is past Tuesday.
- District information
  - After the incident with Engine 319, I had several discussions with our Region OES Chief, the District has been approved for an OES Type 3 engine which will be housed at Station 19. The engine(s) are available, we are waiting for the necessary paperwork to be completed before we can pick up the engine. This partnership with OES will provide a Type 3 engine not only for the
  - Pleasant Valley area of our District, but another resource for the County and Statewide as needed.
  - The FSC has completed their draft CWPP which will be going to the Board of Supervisors in the near future, have provided the draft to the fire districts. The FSC is looking for support from the fire districts, not Board resolutions in an effort to move the project forward.
  - We have been working with DTA on our First Responder Fee program, the DRAFT study is available for the Board to review. We are continuing to work with DTA on the next steps. Staff has reached out to several vendors for billing administration.
  - The RFP for a consultant for our Strategic Planning has been sent out. three vendors have advised they plan on submitting, one vendor advised that their current workload and staffing would not allow them to submit.
  - We were advised last week that unfortunately our Auditor, Craig Fechter has passed away unexpectedly. His firm will continue to complete our audit. Staff is researching other potential firms for future audits, as we are unsure to the long term plans with the current auditor.

12. **BOARD COMMENTS:**

Brunton: No Comment

Swarbrick: Absent

Kaiserman: No Comment

Harper: No Comment

Gilchrest: No Comment.

13. **FUTURE AGENDA ITEMS:**

Next regularly scheduled Special Board Meeting May 19, 2022

14. **ADJOURNMENT:** *At 2:16 P.M. it was moved by Director Brunton and seconded by Director Gilchrest to adjourn; all in favor.*