

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

October 15, 2020

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

1:00 P.M. Open Session

Dial in Number:
United States: +1 (408) 650-3123
Access Code: 687-671-765

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 Kaiserman and seconded by Director Gilchrest to approve the agenda with the addition in item 8 – Board Leadership Matters and Board Training to be added as 8A and the removal of names on Strategic Planning as they have not been decided yet. 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 17, 2020 Board Meeting
 - a. Board Member Request Revisions.
- B. Claim Payments/Deposits:

<u>District Claims:</u>	<u>District Deposits:</u>
\$ 9,629.99	\$10,668.40
\$ 86,033.02	\$5,377.00
\$ 45,336.64	\$10,452.29
\$ 988.88	\$3,489.75
\$ 46,881.33	
\$ 1,554.00	
\$ 111,194.39	

It was moved by Director Swibrick 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. ISU Atwood FY 20/21 Insurance Renewal

It was moved by Director Swarbrick and seconded by Director Kaiserman to approve the renewal of FY 20/21 ISU Atwood Insurance Renewal in the amount of \$72,449.00. The motion was passed by the following vote:

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

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

Tabled until the November 2020 Board Meeting.

C. Request for Proposal CalFire for Amador Contract at Station 20

Director Swarbrick stated in the effort of making it well know, when the District was having some serious financial issues we had sent out an RFP for CalFire to contract for the entire District, that is not his or the Boards intent. The intent now is to work on a cooperative agreement for Station 21 to allow some sort of reorg with the JLMC. Director Swarbrick stated he hopes this is getting relayed to the membership. Director Swarbrick stated he appreciates CalFire being willing to listen and cooperate with the District.

Director Gilchrest stated he supports what Director Swarbrick said as far as it only being for Station 21. Director Gilchrest stated he was approached by one of the constituents in Division 5 asking about the cost savings effectiveness. Director Gilchrest stated he does not support outsourcing the whole District.

Public Comment:

Jacob Poganski

It was moved by Director Gilchrest and seconded by Director Swarbrick to approve a formal request for Proposal to CalFire for a Amador Contract at Station 20. The motion was passed by the following vote:

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

D. Committee Structure and Legal Requirements.

It was moved by Director Swarbrick and seconded by Director Harper to approve the amendment to committees as listed below. Committee Chair to propose agenda and produce minutes. The motion was passed by the following vote:

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

Standing Committee

- Strategic Planning
- Budget & Finance (Kaiserman, Gilchrest)
- Communications & Outreach (Brunton, Gilchrest)

Ad-hoc Committees:

- Facilities & Equipment (Brunton, Kaiserman)
- Human Resources (Swarbrick, Harper)
- Operational Strategic Planning (Kaiserman, Swarbrick)

8. BOARD LEADERSHIP MATTERS:

A. Board Training

- CSDA vs. Target Solutions.

Report given by Director Gilchrest.

9. COMMITTEE REPORTS:

Standing Committees:

A. Organizational Strategic Planning

The Board gave Chief Cordero Direction to have Division Chiefs have discussions on what crews' visions are.

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)

No Report

C. Operational Strategic Planning (Swarbrick, Kaiserman)

No Report

10. CORRESPONDENCE AND COMMUNICATION:

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.
- Thank you letter from El Dorado County Fire Safe Council.
- Appreciation Certificate for National Night Out from the citizens of Pollock Pines.
- Thank you letters from the El Dorado Adventist School

11. FIRE CHIEF'S REPORT:

- Structural PPE – the second set of turn outs are in and have been inventoried and distributed. Thank you to the Board for approving this request for budget adjustment which allowed for us to make this purchase. This is truly a milestone for the district in personnel health and safety, its been talked about for a long time. We have also ordered a second particulate hood and additional gloves to ensure all our firefighters have a second ensemble. Updated SOG's and cleaning/inspection rotation is being worked out.
- Strike Team Updates- Engines returned and promptly got re-deployed to the Glass Fire, 1 Fireline remains assigned to August complex.
- Type 1 vs Type 3 video was made and posted to website and social media sites
- Fire information – phone line may be challenging; updated information was maintained on the website and heavy push on social media. The USFS was also hosting Facebook “live” meetings.
- Firefighter Luke Perry has completed his 12-month probation
- JPA Update ○ JPA adopted a final budget, in the black by \$102k with a reserve balance of 627k.
- Board has hired a part time executive director – Brian Veerkamp and a full time Deputy Director – Christy Jorgenson. Both are beginning this week and working on a transition with Tony Corado and Lori Tuthill.
- Squad 74 / Coloma staffing update – The seasonal staffing at Station 74 has ended, Chief Dutch will remain with his office at Station 74 on his current schedule. We sent out a press release to the Coloma / Lotus news group advising of the change in staffing/ ○ The repairs needed for the commercial kitchen facilities are cost prohibitive, Cal Fire has provided a termination of lease notice. The crew is currently out on assignment and once they return, they will begin the moving out process. Bringing the kitchen – hood system up to current codes would be over 80k. We will be removing the stove and likely abandoning the kitchen downstairs.
- COVID-19 – Our crews continue to remain diligent with our protocols for COVID-19, we have experienced several “possible exposures” but to date no positive cases amongst our firefighters.
- CARES Act funds – we received the funds and have begun the process of ordering the requested and approved items.
- LAFCO update – ○ Plan for Service needed for the island project, Burr Consulting is working on the project
- LAFCO hired an outside firm to complete the fire district MSR's – our MSR has been completed and submitted.
- City of Placerville ○ Continue to work with City staff, attending staff meetings and City Council

- The City is currently re-doing their website, there was interest in ours being a link across from the City site. We are reaching out to EVOgov for discussion and pricing.
- The City may begin looking at the feasibility study for a joint facility, the Board approved this earlier this year – however, COVID has delayed the process.
- Administration – ○ We have a member out on workers comp, for cancer treatment. Cancer for firefighters is presumptive, anticipated time off will be a few months
- National Night Out – Modified due to covid, Pollock Pines and Placerville
- Tesla Grant for battery packs at our stations, grant funds have been expended, we'll keep an eye on it for additional funding.
- Training continues with payroll, progressing well. Gina has a retirement date of October 31.
- LPG – entered into an agreement with JS West and they are in the process of switching out our tanks.
- Fire Safe Councils are looking at a citizen's radio system for backup communications. This was discussed at a recent CEDAPP meeting and there was a request to consider Station 17 as a possible repeater site. Captain Stirling has been in contact with County radio Frank Yost. More to follow....
- CEDAPP Letter concerning homeless camps was received with concerns about potential fire risk and highway 50 scenic designation. I replied to the CEDAPP group advising that we are involved with the County "HOT Team" and routinely provide fire safety information to the homeless that are encountered. We also respond to any reported fires within the homeless encampments.

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, November 19, 2020
2850 Fair Lane Court, Building C, Placerville, CA 95667.

Review and Adoption of Policy 4030 and 1040.

Chief Lohan to give report on apparatus.

Checkpoint on feedback and potential dates for the Organizational Strategic Planning.

14. **ADJOURNMENT:** *At 4:38 P.M. it was moved by Director Gilchrest and seconded by Director Swarbrick to adjourn; all in favor.*