

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

**June 23, 2022**

12:15 Closed Session  
1:00 P.M. Open Session

Join Zoom Meeting

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Passcode: 557920

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**Fire Chief, Tim Cordero**

**12:15 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.

No Public Comment

**12:20 CLOSED SESSION**

- A. 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.

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

**1. CALL TO ORDER:**

Director Kaiserman called the meeting to order at 1:08 P.M.

**2. ROLL CALL:**

Present: Swarbrick, Kaiserman, Brunton

Absent: Harper, Gilchrest

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

**4. APPROVE AGENDA:**

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

Ayes: Swarbrick, Brunton, Kaiserman

Noes: None

Absent: Harper, Gilchrest

**5. CONSENT CALENDAR:**

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

A. Minutes: May 20, 2022 Board Meeting

B. Claim Payments/Deposits:

District Claims:

\$82,155.35

\$1,720.38

\$1,446.00

\$4,481.85

\$8,250.00

\$13,465.12

\$27,201.82

\$17,928.67

\$3,070.00

\$90,676.14

\$12,183.85

\$10,675.92

\$129,475.95

District Deposits & Journal Entries:

\$7,316.75

\$9,347.40

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

Ayes: Swarbrick, Brunton, Kaiserman

Noes: None

Absent: Harper, Swarbrick

**6. OATH OF OFFICE:**

A. Ceremonial Badge Pinning for Firefighter Connor Callahan

B. Ceremonial Badge Pinning for Firefighter Bayley Maleske

**7. 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.

**8. REPORT OF ACTION TAKEN IN CLOSED SESSION:**

- A. 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.

*It was moved by Director Brunton and seconded by Director Swarbrick to approve the El Dorado County Professional Firefighter Union Local 3556, The Management Association and the Non-Safety Group Memorandum of Understandings. The motion was passed by the following vote:*

*Ayes: Swarbrick, Kaiserman, Brunton*

*Noes: None*

*Abstain: None*

*Absent: Harper, Gilchrest*

**9. MATTERS:**

- A. **Administrative** – FY 20/21 Annual Audit

- Scott German – Fechter & Company

Scott German provided the Board a PowerPoint presentation on FY 20/21 final audit.

- B. **Administrative** – Resolution 2022-04 – 2022-2023 Fiscal Year Appropriation Limits.

- Discuss and Approve.

*It was moved by Director Brunton and seconded by Director Swarbrick to approve Resolution 2022-04 2022-2023 Fiscal Year Appropriation Limits. The motion was passed by the following vote:*

*Ayes: Swarbrick, Kaiserman, Brunton*

*Noes: None*

*Abstain: None*

*Absent: Harper, Gilchrest*

- C. **Administrative** - Resolution 2022-05 – Fiscal Year 2022/2023 Preliminary Budget

- Discuss and Approve

*It was moved by Director Swarbrick and seconded by Director Brunton to approve Resolution 2022-05 – Fiscal Year 2022/2023 Preliminary Budget with modifications to software. The motion was passed by the following vote:*

*Ayes: Swarbrick, Kaiserman, Brunton*  
*Noes: None*  
*Abstain: None*  
*Absent: Harper, Gilcrest*

**D. Administrative – Agreement with Shingle Springs Band of Miwok Indians and El Dorado County Fire District.**

- Review and Approve

*It was moved by Director Swarbrick and seconded by Director Brunton to approve the Agreement with the Shingle Springs Band of Miwok Indians and El Dorado County Fire Protection District. The motion was passed by the following vote:*

*Ayes: Swarbrick, Kaiserman, Brunton*  
*Noes: None*  
*Abstain: None*  
*Absent: Harper, Gilcrest*

**E. Administrative – Transferring of Unobligated Funds**

- Review and Approve.

*It was moved by Director Swarbrick and seconded by Director Brunton to approve the transferring of \$175,058.23 from unobligated fund balance to fund an increase in the appropriations in fixed assets for the purchase of portable radios. The motion was passed by the following vote:*

*Ayes: Swarbrick, Kaiserman, Brunton*  
*Noes: None*  
*Abstain: None*  
*Absent: Harper, Gilcrest*

*It was moved by Director Swarbrick and seconded by Director Brunton to approve the transferring of \$661,678.89 from unobligated fund balance to fund an increase in the appropriations in fixed assets for the purchase of one Type 1 engine. The motion was passed by the following vote:*

*Ayes: Swarbrick, Kaiserman, Brunton*  
*Noes: None*  
*Abstain: None*  
*Absent: Harper, Gilcrest*

**F. Administrative – First Responder Fee Ordinance**

- First Reading

*It was moved by Director Brunton and seconded by Director Swarbrick to approve the draft resolution and allow staff to move forward. The motion was passed by the following vote:*

*Ayes: Swarbrick, Kaiserman, Brunton*

Noes: None  
Abstain: None  
Absent: Harper, Gilcrest

G. **Operational** – Leadership Training

- Discuss and Approve

Public Comment:

Jacob Poganski

*It was moved by Director Brunton and seconded by Director Swarbrick to approve Leadership Training on a voluntary level with Sean Norman. The motion was passed by the following vote:*

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

8. **BOARD MATTERS:**

9. **COMMITTEE REPORTS:**

**Standing Committees:**

**A. Strategic Planning**

Chief Cordero provided an update on the RFP for a consultant.

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

Director Kaiserman provided a summary of the Budget and Finance Committee Meeting that took place on June 14, 2022.

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

Director Brunton stated the next scheduled meeting is July 29<sup>th</sup>. Captain Poganski stated he is working with Captain Snyder to bring him on as a PIO. Captain Poganski stated he is working on purchasing additional equipment.

**Ad-hoc Committees:**

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

Director Brunton stated the committee is going to be meeting soon to start specking out a new ladder truck for the district.

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

## 10. CORRESPONDENCE AND COMMUNICATION:

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

## 11. FIRE CHIEF'S REPORT:

- JPA:
  - We continue to work with the JPA and the County regarding the current contract. The contract was approved by Board of Supervisors on June 21, 2022.
  - The JPA Board approved the updated contracts between providing agencies and the JPA, this contract will be brought to the Board at the July meeting.
  - Diamond Springs is experiencing challenges with recruitment and retention for Medic 49. Unfortunately, Medic 49 will be shutting down, on or around July 1<sup>st</sup>, it is still unknown if this will be permanent for Diamond Springs or temporary. The JPA is taking measures to offset the reduction in medic units. Medic 28 will be relocating to Station 48, the JPA will be monitoring the system and adjusting as needed.
  - I attended a Town Hall mtg hosted by Georgetown Fire Department to discuss the upcoming challenges facing the JPA with regards to Medic 49.
  - The JPA Ad-Hoc Medic Unit Staffing committee continues to move forward with developing a single role program, in the event the system transitions to this model.
- City of Placerville
  - Continue to work with City staff, attending staff meetings and City Council
  - The Joint Public Safety Building project has had multiple delays with our consultant. The report is nearing completion and we hope to schedule the joint City Council / Board mtg in the upcoming months
  - Working with City staff regarding several projects, development and homelessness
- District information
  - Chief Dutch has been coordinating the health and wellness program for our employees, with the assessments taking place at Station 74. The assessments are very comprehensive, and the staff is very professional and well versed with firefighters. This is a great program for our personnel.
  - The station 17 project continues to move forward, Chief Williams and the 17 crews have been identifying potential housing locations for the crews during the construction.
  - The new uniforms purchased under the County ARPA funding are in and being distributed to personnel. Single layer pants and Class B shirts.
  - Our new portable radios have arrived and are in the process of being programmed and outfitted. Captain Andreis is the lead on the project.

- Captain Snyder is beginning to collect the necessary data for a SCBA grant request thru AFG. Captain Snyder has also been in contact with South Lake Tahoe Fire, as we may look for a regional grant request.
- We are working on an MOU between ECF and Tribal Fire for responses within ECF jurisdiction. I would anticipate this being completed in the next couple of weeks.
- ECF crews participated at the County Fair, staffing our UTV for EMS coverage and staffing the fire prevention displays.
- We received the OES Type III engine, OES-4310 on May 31<sup>st</sup>, the unit is in service and operating out of Station 19.
- Our crews have completed their annual recertification for rescue swimmers and boat operations. Thank you to EL Dorado High School for continuing to support our training.
- The command staff from County Fire and Diamond Springs met a couple weeks ago to discuss the previous attempt at a shared service agreement, good discussion. No action taken.
- On June 13<sup>th</sup>, we had our probationary firefighter evaluations at Station 23. This was comprised of 3-, 6-, 9- & 12-month firefighters. The evaluations were coordinated by Chief McVay and Captain Adams.
- Captains' meetings across all three shifts were completed during June. Good discussion and across all three shifts.
- Captain Preston has completed his training as a K-9 accelerant dog handler. Denali and Captain Preston will be at the July meeting for introductions.
- On July 8<sup>th</sup> we will be holding a promotional ceremony for our new engineer, Captain Duncan and Fire Marshal Stirling to Division Chief. This will be held at the Red Hawk Administration building, watch for the flyer.
- July 13 thru 15 I will be in Albuquerque, New Mexico attending the Fire Chief Summit, the invite to the Summit includes airfare, lodging and accommodations.
- The El Dorado Community Foundation has provided support to our joint request for funding in county training to local firefighters. The class schedule is up on the El Dorado Hills website and an information sheet on the classes, funding and how to obtain reimbursement has been sent to all the fire districts in the County. There has been a lot of positive feedback from our personnel on this opportunity for tuition covered training.
- Captain Shepard and I will be attending the Strawberry FSC community meeting this Saturday.
- We were part of a Town Hall meeting in Coloma regarding the Mt. Murphy Bridge project, it was well attended by local residents. EDSO OES, Cal Fire, Garden Valley Fire & ECF were available to field questions.

12. **BOARD COMMENTS:**

Brunton: No Comment

Swarbrick: No Comment

Kaiserman: No Comment

Harper: Absent

Gilchrest: Absent

13. **FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting, July 21, 2022.

14. **ADJOURNMENT:** *At 3:29 P.M. it was moved by Director Brunton and seconded by Director Swarbrick to adjourn; all in favor.*