El Dorado County
Emergency Services Authority

JPA Board of Directors Meeting Minutes

Wednesday, June 24, 2026 – 9:00 a.m.
Diamond Springs – El Dorado Fire Protection District Firefighters Memorial Hall
501 Pleasant Valley Rd., Diamond Springs, CA 95619

CALL TO ORDER: 9:00am

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Attendees:

☒ CAL FIRE - Cameron Park Fire, Assistant Chief Kalan Richards
☐ CAL FIRE ECC AEU, Unit Chief Dave Wood, ***Vice Chair***
☒ El Dorado County Fire, Chief Brad Gates
☒ El Dorado Hills Fire, Chief Michael Lilienthal, ***Chair***
☒ Garden Valley Fire, Battalion Chief Chris Schwegler
☒ Georgetown Fire, Fire Chief Wes Norman
☒ Mosquito Fire, Chief Ed Dwyer @0905
☒ Pioneer Fire, Chief David Whitt @0921
☒ Rescue Fire, Chief Bryan Ransdell via Zoom

☐ CAL FIRE Cameron Park, Deputy Chief Dusty Martin
☒ CAL FIRE ECC AEU, Battalion Chief Shawn Schmidt
☒ El Dorado County Fire, Deputy Chief Ben Anderson
☐ El Dorado Hills Fire, Deputy Chief Dave Brady
☐ Garden Valley Fire, Battalion Chief Jon Michaelson
☐ Georgetown Fire, Director Mike Webb
☐ Mosquito Fire, Assistant Chief Scott Bravo
☐ Pioneer Fire, Battalion Chief Ken Earle
☐ Rescue Fire, Captain Joel Warman

Guests:
Tim Cordero, Ret. Chief/El Dorado Ready Initiative
Hillary Erickson, Atwood Insurance
Christian Mello, Georgeo Peterson Insurance
Maia Schneider, El Dorado Ready Initiative

Other Attendees:
Cristy Jorgensen, Executive Director EDC ESA
JP Seivane, EMS Operations Officer EDC ESA
Lindsay Moore, EDC ESA Legal Counsel
Steve Adams, Division Chief EDC Fire
Greg Durante, Director EDH Fire
Kristine Guth, EMS Manager EDC
Mickey Kaiserman, Director EDC Fire
Emma Owens, Chief Budget Officer EDC
Brian Veerkamp, Supervisor EDC
Tim White, Director EDH Fire

1. APPROVAL OF AGENDA

- *Chief Norman motioned to approve the agenda with the requested removal of Item 5.8 CARE Flight Information Presentation. Chief Schwegler seconded the motion which carried unanimously.*

2. PUBLIC COMMENTS

Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Please note that state law prohibits this Board of Directors from acting on matters not on the agenda. Matters raised by the public may be referred to staff or placed on the next meeting's agenda. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.

- *None*

3. CONSENT CALENDAR

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Calendar is acted upon as one unit unless a Board member requests separate discussion and/or action.

Claims Payables: FY 25/26 Claims 36-41

EMSOC Meeting Minutes: 03.18.2026

Special JPA BOD Meeting Minutes: 05.21.2026

EDC ESA Authorized Signature List

ACTION: *Chief Norman motioned to approve the Consent Calendar. Chief Schmidt seconded the motion which carried unanimously.*

4. RESPONSE REPORTS

Response Reports are presented for Board's review and file. These items will be received and filed as one unit unless a Board Member requests that a specific report be pulled for separate discussion and/or action.

4.1 Response Stats April-May 2026

4.1.1 Incident Summary

4.1.2 Automatic Aid

4.1.3 IFT Responses

4.1.4 APOT

4.1.5 Response Statistics

4.1.6 JPA Q3 CQI Data Report FY 25/26

ACTION: *Chief Schmidt motioned to accept and file response reports. Chief Norman seconded the motion which carried unanimously*.

5. REPORTS/DISCUSSION

5.1. Executive Director Report

- *Executive Director Jorgensen reported on the following items:*
  - *Divide EMT Class is nearing completion with the skills final scheduled for this Saturday. 19 students started. All passed their written final.*
  - *BOS passed the updated EMS Ordinance on 5/19/26. The updated Ordinance goes into effect after 30 days and allows for BLS Level IFTs.*
  - *JPA Staff attended the Ribbon Cutting ceremony for the new Cal Tahoe JPA Building.*
  - *JPA Staff attended the CFED CA Fire Service EMS-Challenges, Innovation & Solutions Special Session in May.*
  - *JPA Supported EDSO SWAT with BConn Training Equipment and Supplies.*
  - *Working with MMC on an AHA Training Site Annual Check-In.*
  - *JPA Staff attended the El Dorado County Fire Protection District Change of Command Ceremony.*
  - *JPA Staff attended the El Dorado Hills Chamber of Commerce Monthly Luncheon hosted by the El Dorado Hills Fire Department at Station 85.*
  - *JPA Staff is working on sending out the DRAFT Updated JPA Agreement with supporting Resolutions for Member Agencies to present to their individual Fire District Boards for approval.*

5.2. EMSOC Committee

5.2.1 SSM Move-Up Matrix Pilot Project

- *June meeting was cancelled.*
- *Chief Adams provided the committee update including: discussion on implementation of the 9th medic unit.*

5.3. Finance Committee

- *June meeting was cancelled.*

5.4 JPA By-Laws Working Group

- *As mentioned in the Executive Director report, JPA Staff will be sending out Draft Resolutions to all JPA Member Agencies for presentation to their individual Fire District Board of Directors.*

5.5 JPA Policy Working Group

- *Staff has reviewed JPA Policy 2.1.1 Policy Development/Implementation and is recommending future policy work be conducted according to this policy. Recommends disbanding this working group.*

5.6 JPA Recruitment Working Group

- *With the action item listed on this agenda, staff believes the work of this committee is currently complete and recommend disbanding this working group.*

5.7 JPA Strategic Plan Working Group

- *Approval of the Strategic Plan is an action item for this meeting's agenda. Staff will continue to bring updates to the Board. Recommends disbanding this working group.*

5.8 ~~CARE Flight Information Presentation~~

- *Removed from agenda.*

ACTION: *Chief Norman motioned to accept and file reports. Chief Richards seconded the motion which carried unanimously.*

6. CLOSED SESSION u

6.1 PURSUANT TO GOVERNMENT CODE SECTION (§54957.6) e

PUBLIC EMPLOYEE PERFORMANCE EVALUATION s

Title: Executive Director t

- *Entered Closed Session at 9:12 AM*

7. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION

7.1 PURSUANT TO GOVERNMENT CODE SECTION (§54957.6)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Executive Director

- *Returned from Closed Session at 9:14 AM*
- *JPA legal Counsel reported out from Closed Session: JPA Board of Directors annual Performance Evaluation of the Executive Director was completed. Action Item on this meeting agenda for an amendment to the employment contract of the Executive Director of which the Board will take action on.*

8. ACTION ITEMS

8.1 JPA 2026-04 Resolution: El Dorado Emergency Preparedness, Healthcare Access, and Wildfire Prevention Initiative

- *Maia Schneider from MMC is requesting support from the JPA Board of Directors via the enclosed Resolution for the El Dorado Emergency Preparedness, Healthcare Access, and Wildfire Prevention Initiative. Maia reported that the BOS approved adding this to the November ballet. Expecting ballot designation by August 7th.*

ACTION: *Chief Gates motioned to approve JPA Resolution 2026-04: El Dorado Emergency Preparedness, Healthcare Access, and Wildfire Prevention Initiative. Chief Richards seconded the motion. Roll Call Vote: Ayes: 7. Nos: 0. Absent: 2.*

8.2 JPA Insurance Proposal

- *Executive Director reviewed 90-day ALS Agreement Extension that the JPA BOD previously approved in order to provide additional time to further investigate the insurance language in the agreement and look for insurance coverage options. JPA's current insurance broker recommended having the JPA request a quote from JPRIMA to see if they could provide the coverage based on the requested language and how much that coverage premium would be. The broker provided a proposal.*
- *Both insurance brokers attended the meeting to discuss the reasons why and how the JPA came to this point in the ALS Agreement discussions.*
- *Hillary Erickson from Atwood Insurance presented the terms of the JPRIMA Proposal. Provided a pro-rated policy based on remaining months and an annual term proposal.*
- *Christian Mellow from George Peterson Insurance is in support of the JPA finding the best solution to move the ALS Agreements forward. Recommends attention paid to replacement value of vehicles, cyber coverage and increasing the excess liability from $5,000,000 to $10,000,000 since the JPA is taking on all of the liability.*

ACTION: *No action taken. Board provided direction to staff to bring an Insurance Proposal to the August Board meeting for review and approval.*

8.3 JPA Strategic Roadmap: A Focused Plan for Operational Excellence, System Resilience, and the Future of Fire-Based EMS on the West Slope

- *Staff presented the updated Draft of the JPA Strategic Roadmap for discussion.*

ACTION: *Chief Whitt motioned to approve and adopt the JPA Strategic Roadmap: A Focused Plan for Operational Excellence, System Resilience, and the Future of Fire-Based EMS on the West Slope. Chief Norman seconded the motion which carried unanimously.*

8.4 JPA FY 25/26 Annual Inventory Audit

- *Staff presented the JPA FY 25/26 Annual Inventory Audit. Audit was presented to EMSOC who is in support of it.*

ACTION: *Chief Gates motioned to review and approve the JPA FY 25/26 Annual Inventory Audit. Chief Richards seconded the motion which carried unanimously.*

8.5 Medical Director Services Service Agreement Award

- *Staff presented information on the Informal RFP process conducted for Medical Director Services. Opened in the beginning of May. Staff sent the packet to 3 different regional healthcare systems. All three had physicians who had expressed interest in submitting proposals. 2 physicians from 2 of the systems submitted proposals. Staff assembled an* *interview panel comprised of the Executive Director, JPA Operations Officer, Chief Gates from EDC Fire and Chief Richards from CP Fire. Committee's recommendation is to enter into an Agreement with Dr. Sloane who is the current Medical Director with EDH Fire. His current EDH Fire contract would sunset and he would enter into a new agreement with the JPA as a system-wide Medical Director to support all member agencies of the JPA.*

- *Public Comment: Supervisor Veerkamp asked if any physicians from MMC expressed interest in the position.*
- *Public Comment: Director White believes Dr. Sloane will be a great resource for the JPA Member Agencies.*

ACTION: *Chief Whitt motioned to approve and authorize the Executive Director to execute a Service Agreement with the recommended vendor*

8.6 JPA Policy 3.2.6 Leave Behind Naloxone

- *Staff presented Draft Policy 3.2.6 Leave Behind Naloxone. County LEMSA has adopted a Leave Behind Naloxone Policy. This draft policy supports the system in complying with that LEMSA Policy. JPA would be the registered agency and would order all of the product for distribution into the system.*
- *Chief Gates encouraged tracking of overdose incidents and comparing historical administration of naloxone against current and future overdose incidents and administration of naloxone.*

ACTION: *Chief Whitt motioned to approve and adopt JPA Policy 3.2.6 Leave Behind Naloxone. Chief Norman seconded the motion which carried unanimously.*

8.7 JPA Policy 4.3 EMS Operations Coordinator

- *Staff presented the proposed edits to JPA Policy 4.3 EMS Operations Coordinator. These edits change the title from EMS CQI Analyst to EMS Operations Coordinator which is consistent with the EMS Operations Officer title. Duties and responsibilities have been expanded to allow for greater flexibility of the position as JPA moves through the Strategic Roadmap initiatives.*

ACTION: *Chief Gates motioned to approve and adopt edits to JPA Policy 4.3 EMS Operations Coordinator. Chief Norman seconded the motion which carried unanimously.*

8.8 EMS Operations Coordinator Recruitment

- *Staff requested approval from the Board to conduct a recruitment for the position of EMS Operations Coordinator. Would be an internal and external recruitment. An internal candidate would be facilitated as a reimbursable agreement with the home agency. An external candidate would be a direct hire employment agreement. Discussed proposed salary and benefit package. Financial package is the same as originally presented to the Board with the adoption of the original EMS CQI Analyst job description.*

ACTION: *Chief Gates motioned to authorize the Executive Director to conduct the EMS Operations Coordinator Recruitment. Chief Schmidt seconded the motion which carried unanimously.*

8.9 EDC Fire Medic 25 2023 DEF Reimbursement Request

- *Staff received a reimbursement request from EDC Fire for a series of Def receipts including one dated 10/20/2023. Since that invoice was from a fiscal year that has officially been closed, staff is requesting direction from the Board for processing the invoice for reimbursement.*
- *Discussion on the Def invoices. It was an oversight and EDC Fire reiterates commitment to submitting invoices for reimbursement in a timely manner.*

ACTION: *Chief Schmidt motioned to authorize the Executive Director to process reimbursement request for EDC Fire Medic 25 2023 Def. Chief Richards seconded the motion. Motion passed with El Dorado County recusing.*

8.10. GEO Fire Medic 61 Unused Leave Payout Request

- *Staff received a request from GEO Fire to access Unused Leave Balance for employee who retired. Proper documentation and request submitted. Per ALS Agreement language, requesting Board approval to process the leave balance reimbursement.*

ACTION: *Chief Schmidt motioned to authorize the Executive Director to process reimbursement for GEO Fire Unused Leave Payout Request. Chief Gates seconded the motion. Motioned passed with GEO Fire recusing.*

8.11. Formal RFP: LUCAS Devices

- *Staff reviewed the Capital Replacement Plan. JPA purchased 9 LUCAS Devices utilizing CARES Funds. Per the Capital Replacement Plan, LUCAS Devices are scheduled to be replaced every 4 years. Seeing more regular maintenance issues with the units. Staff presented 3 options for replacing the units. Option 1 is a full cash purchase. Option 2 is a 3-year Lease to Own zero interest purchase agreement. Options 3 is a 5-year Lease to Own purchase agreement. Option 3 does have an interest calculation and is beyond the Capital Replacement approved cycle. Staff is recommending the purchase of 10 units. While Stryker is offering a trade-in credit, staff is recommending that at least several units are kept as back-ups and/or could be loaned out to member agencies.*
- *Discussion on keeping the existing LUCAS Devices rather than trading in for purchase credit. Would provide depth of equipment resource in the system and allow for assignment to non-transport agencies on request.*

ACTION: *Chief Whitt motioned to authorize the Executive Director to execute the 3-year Lease to Own agreement for LUCAS Devices and retain existing inventory of devices rather than trade in for purchase credit. Chief Gates seconded the motion which carried unanimously.*

8.12 Formal RFP: BK-9000 Radio Purchase

- *Staff presented information on radio options to equip all medic units with radios that are capable of communicating with AEU and Sacramento. Providing background information on radio purchase and current inventory of radios.*
- *Board discussion on various options with the radios-dual/tri band vs. single band, responsibility of equipment and maintenance of radios. Discussion on what to do with current inventory of BK5000 radios.*

- *Dispatch reiterated critical importance of units being able to communicate both within AEU and also within Sacramento County. In support of standardization decision with the JPA Medic Units for assigned radios.*
- *Chief Lilienthal suggested to assign further radio evaluation to EMSOC. Chief Gates encourage the JPA to proceed with the purchase of the 9000 radios while further discussion is had over the existing inventory of radios.*
- *Public Comment: Director White expressed support for standardization of assigned radios and simplicity for the crews of having a single multi-band radio.*

ACTION: *Chief Gates motioned to approve the purchase of 18 of the BK9000 radios but hold the existing of inventory of radios pending further Board discussion with EMSOC recommendation. Chief Whitt seconded the motion which carried unanimously.*

8.13 First Amendment to Employment Contract for Executive Director

- *JPA Legal Counsel presented the First Amendment to Employment Contract for Executive Director as referenced earlier in the Closed Session report out. Board approved a merit-based increase in compensation.*

ACTION: *Chief Gates motioned to approve the First Amendment to Employment Contract for Executive Director. Chief Schwegler seconded the motion which carried unanimously.*

9. FINANCE UPDATE

9.1 FY 25/26 Revenue vs. Expense

- *Staff presented the FY 25/26 Revenue vs. Expense Update.*

ACTION: *Chief Richards motioned to review and file Finance Update. Chief Whitt seconded the motion which carried unanimously.*

10. BOARD OF DIRECTORS QUESTIONS & COMMENTS

10.1. CAL FIRE ECC AEU: *EFD Stakeholder meeting. Representation for working groups. Anticipated go-live date in November.*

10.2. CAL FIRE Cameron Park: *Encouraged engagement in the EFD working group to help build out the process, response plans, call types. It’s a massive workload. New Type 3 in the shop for warranty work. 2 vacancies. Summer Spectacular scheduled for Saturday.*

10.3. El Dorado County Fire: *Staff for Medic 48 start training on Monday. Flew the EMS Captain position. 30-day recruitment and then an oral interview process. Hoping for start date end of August or early September.*

10.4. El Dorado Hills Fire: *Hiring process for SRP. Town Center fireworks show on July 3rd.*

10.5. Garden Valley Fire: *No Report*

10.6 Georgetown Fire: *Interviewing for M61. Working on full staffing.*

10.7. Mosquito Fire: *No Report*

10.8. Pioneer Fire: *Purchasing Type 1, 3 and 6.*

10.9. Rescue Fire: *Absent*

11. GOOD AND WELLFARE

11.1 EL DORADO COUNTY CAO OFFICE- *No Report*

9.2. EL DORADO COUNTY LEMSA- *Scheduling ambulance unit inspections. Working on documentation training.*

12. ADJOURNMENT *10:47 a.m.*

Next Board meeting: 9:00 a.m. on Wednesday, **August 26, 2026- JPA BOD Meeting**

All Board Meetings are recorded. The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619.

Note: The Board of Directors may elect to take action on any item included on this agenda.