



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Monday, September 30, 2024 – 9:30 a.m.
Diamond Springs-El Dorado Fire Protection District Station 49: Downstairs Classroom
501 Pleasant Valley Rd., Diamond Springs, CA 95619

CALL TO ORDER: 9:01am

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Attendees:

- | | |
|------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <input type="checkbox"/> CAL FIRE - Cameron Park Fire, Assistant Chief Dusty Martin | <input checked="" type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Kalan Richards |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Mike Blankenheim, Vice Chair | <input type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief Dave Wood |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Matt Gallagher | <input type="checkbox"/> Diamond Springs Fire, Division Chief Jack Daniels |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero, | <input type="checkbox"/> El Dorado County Fire, Division Chief Paul Lohan |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson, | <input type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Wes Norman, Chair | <input type="checkbox"/> Garden Valley Fire, Assistant Chief Linda Szczepanik |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Glenn Brown, | <input type="checkbox"/> Georgetown Fire, Assistant Chief Bob Bement |
| <input type="checkbox"/> Marshall Medical Center, Executive Director Nicole Lamm | <input type="checkbox"/> Marshall Medical Center, EMS Coordinator Michele Williams |
| <input type="checkbox"/> Mosquito Fire, Vacant | <input type="checkbox"/> Mosquito Fire, Vacant |
| <input type="checkbox"/> Pioneer Fire, Chief David Whitt | <input type="checkbox"/> Pioneer Fire, Battalion Chief Ken Earle |
| <input type="checkbox"/> Rescue Fire, Chief Bryan Ransdell | <input type="checkbox"/> Rescue Fire, Captain Joel Warman |

Guests: None

Other Attendees:

John Giraudo, EDH Fire Board of Director
Cristy Jorgensen, EMS Consultant
Pat Kernan, F3 Law Firm
Tim White, EDH Fire Board of Director

1. APPROVAL OF AGENDA

Staff requested the removal of items 3.2.2 Reimbursement Agreement with El Dorado Hills Fire Department and item 3.3 Mosquito Fire Protection District JPA Board Representative: Interim Fire Chief Ed Dwyer and JPA Board Alternate.

ACTION: Motion to approve with requested edits by Chief Cordero, motion seconded by Chief Johnson, motion 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. ACTION ITEMS

3.1. Executive Director Recruitment

- *With the resignation of Executive Director Sugiyama, the Board discussed options for filling the role of Executive Director. Discussion was had on utilizing prior recruitment information vs. exploring other options.*
- *Recruitment AdHOC established consisting of CP Fire: BC Richards, ECC: Chief Blankenheim, EDC Fire: Chief Cordero, and EDH Fire: Chief Johnson.*
- *Public Comment: Director White stated that the agency needs to decide the direction first before deciding on personnel direction.*
- *Chief Norman provided direction to staff to schedule a Special JPA BOD Meeting on November 5th at 9am to discuss JPA Strategic Plan.*

ACTION: Chief Johnson motioned to establish and appoint Ad HOC to begin exploring Executive Director Recruitment options. Chief Cordero seconded the motion which carried unanimously.

3.2. Interim Executive Director Agreement

- *The Board discussed the proposed Interim Executive Director Agreement with Cristy Jorgensen. Discussion on language specific to allowing continued employment with EDH Fire. Discussion on proposed hours per week. Discussion on length of agreement. Proposed start date is October 1, 2024.*

ACTION: Chief Johnson motioned to authorize the Board Chairperson to execute Interim Executive Director Agreement. Chief Cordero seconded the motion which carried unanimously.

3.2.1 Notice of Termination: EMS Consulting Agreement

- *The Board reviewed the language in the EMS Consulting Agreement with Cristy Jorgensen. Agreement requires 30-day notice by either party to terminate, but if both parties agreed to waive the 30-day notice, the Board could issue a termination notice effective September 30, 2024 allowing the Interim ED Agreement to be effective October 1, 2024.*
- *Cristy Jorgensen agreed with the proposed action and mutual waiver of the 30-day termination notice.*

ACTION: Chief Blankenheim motioned to authorize Board Chairperson to issue Notice of Termination on EMS Consulting Agreement. Chief Gallagher seconded the motion which carried unanimously.

~~3.2.2 Reimbursement Agreement with El Dorado Hills Fire Department~~

~~**ACTION:** No action taken.~~

~~3.3. Mosquito Fire Protection District JPA Board Representative: Interim Fire Chief Ed Dwyer & JPA Board Alternate:~~

~~**ACTION:** No action taken.~~

3.4. El Dorado County Authorized Signature List

- *The Board was presented with two versions of the updated Authorized Signature List to submit to EDC Auditor's Office. Discussion on the two versions. Board proposes Version 2 and removing MOS Fire due to no active JPA BOD member.*

ACTION: Chief Johnson motioned to approve El Dorado County Authorized Signature List Option 2. Chief Cordero seconded the motion which carried unanimously.

4. FISCAL ITEMS

4.1 FY 23/24 Year End Update

- *The Board was presented with the FY 23/24 Year End Update. Discussion on revenue vs. expenses. Discussion on overall savings. Highlight discussion on conversations occurring at the JPA Finance Committee. Board advised that more information will be presented once the Finance Committee has a recommendation. Chief Brown would like additional conversation on the increase in interest allocations from the County to the JPA and possibly paying agencies back for interest that they are paying to the County. Decision to move conversation to Finance Committee.*

ACTION: Chief Cordero motioned to receive and file the budget report. Chief Blankenheim seconded the motion which carried unanimously.

4.2 FY 24/25 Final Budget Adoption

- *The Board was presented with the proposed FY 24/25 Final Budget. The budget was presented to the JPA Finance Committee at the September meeting and was supported. Discussion on some of the object codes. Request for staff to evaluate current professional memberships to determine which are the most beneficial. Discussion on Reserve Fund balances and proposed allocations.*
- *Public Comment: Director White expressed support for adding funds to Capital Replacement Budget. Expressed concern for adoption of final budget knowing additional changes will be requested at mid-year budget. Suggested all potential changes should be added to final budget moving forward if possible.*

ACTION: Chief Cordero motioned to approve Resolution 2024-3: Fiscal Year 2024-25 Final Budget. Chief Richards seconded the motion. A roll call vote was conducted. Ayes: CP Fire, Cal Fire ECC, DS Fire, EDC Fire, EDH Fire, GV Fire, GEO Fire. Nays: None. Absent: MMC, MOS Fire, PIO Fire, RES Fire. Motion passed unanimously.

5. BOARD OF DIRECTORS QUESTIONS & COMMENTS

5.1. CAL FIRE ECC AEU: *No Report*

5.2. CAL FIRE Cameron Park: *No Report.*

8.3. Diamond Springs / El Dorado Fire: *No Report*

8.4. El Dorado County Fire: *No Report.*

8.5. El Dorado Hills Fire: *Reminder of CSFA Nor CA Firefighter Explorer Muster on Saturday, Sept. 28th*

8.6 Garden Valley Fire: *No Report*

8.7. Georgetown Fire: *1 employee deployed to Hurricane*

8.8. Marshall Medical Center: *Absent*

8.9. Mosquito Fire: *Absent*

8.10. Pioneer Fire: *Absent*

8.11. Rescue Fire: *Absent*

Chief Norman read a letter from MMC requesting removal from JPA Board of Directors. Request will be placed on next regular JPA BOD Meeting agenda.

6. ADJOURNMENT 11:17 AM

Next Board meeting: 9:00 a.m. on Wednesday, **October 23, 2024- 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.