



El Dorado County Emergency Services Authority

JPA Special Board of Directors Meeting Minutes

Wednesday June 22, 2022 – 9:00 a.m.
El Dorado Hills Fire Department Station 85 Main Conference Room
1050 Wilson Blvd., El Dorado Hills, CA

CALL TO ORDER: 9:02 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Attendees:

- | | |
|--|--|
| <input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Assistant Chief Dusty Martin | <input type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Josh Agustin |
| <input type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Mike Blankenheim | <input type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief Dave Wood |
| <input type="checkbox"/> Diamond Springs Fire, Chief Matt Gallagher | <input checked="" type="checkbox"/> Diamond Springs Fire, Battalion Chief Leah Yaws |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero, Vice Chair | <input type="checkbox"/> El Dorado County Fire, Division Chief Paul Dutch |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson, Chair | <input checked="" type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall |
| <input type="checkbox"/> Garden Valley Fire, Chief Wes Norman | <input checked="" type="checkbox"/> Garden Valley Fire, Assistant Chief Linda Szczepanik |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Glenn Brown @ 0905 | <input type="checkbox"/> Georgetown Fire, Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Marshall Medical Center, Nicole Lamm @ 0913 | <input type="checkbox"/> Marshall Medical Center, EMS Coordinator Michele Williams |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief Jack Rosevear | <input type="checkbox"/> Mosquito Fire, Vacant |
| <input type="checkbox"/> Pioneer Fire, Chief David Whitt | <input type="checkbox"/> Pioneer Fire, Vacant |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief Mike Lilienthal | <input type="checkbox"/> Rescue Fire, Deputy Chief Dustin Hall |

Guests: None

Other Attendees:

Battalion Chief Mike Batham, Cal Fire AEU ECC
Director Bobbi Bennett, EDH Fire
Director John Girauda, EDH Fire
Deputy CAO Sue Hennike, EDC
Director Pat Williams, DS Fire
Deputy Chief Dave Wood, Cal Fire AEU ECC
Doug Alliston, EDC ESA Legal Counsel
Deputy Director Cristy Jorgensen, EDC ESA

1. APPROVAL OF AGENDA

- *Chief Cordero motioned to approve the agenda. Chief Martin seconded the motion which carried unanimously.*

2. PUBLIC COMMENT

- *None*

3. CONSENT CALENDAR

Approval of Action Summary

- JPA EMSOC Meeting Minutes April 20, 2022
- Approval of April-May 2022 Accounts Payable Claims

ACTION: *Chief Lilienthal motioned to approve the Consent Calendar. Chief Cordero seconded the motion*

which carried unanimously.

4. CLOSED SESSION

4.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9-1 case.

- *The Board recessed to Closed Session at 9:05 a.m.*

5. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION

5.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)

Conference with Legal Counsel-Anticipated Litigation-1 case.

- *The Board reconvened at 9:19 a.m. No reportable action was taken.*

6. REPORTS

6.1 Executive Director Report

- *Deputy Director Jorgensen presented the Executive Director Report.*

6.2 Response Statistics for April & May 2022

6.2.1 Medical Response Times

6.2.2 Mutual Aid

6.2.3 Move Ups & Covers

6.2.4 IFTs

6.2.5 Response Comparison

6.2.6 APOT

- *Deputy Director Jorgensen presented the Response Statistics for April and May 2022.*

6.3 EMS Operations Committee (EMSOC)

- *Chief Hall reported out on the latest EMSOC Meeting. The Committee recently completed review of the Controlled Substance Policy, the LEMSA Documentation Policy DRAFT, and the recent LEMSA Protocol Updates.*

6.4 Finance Committee

- *Chief Brown reported that the next Finance Committee meeting is scheduled for July 28th at Station 49.*

6.5 Ambulance Contract Negotiation AdHOC

- *County BOS approved the Master Contract Extension at yesterday's meeting. CAO's Office sent document to JPA Office for signature. Once signed staff will scan and send back for execution. Thank you to everyone for all of the work on the AdHOC and the work the Board did to review the document and provide feedback. It was a great collaboration.*
- *Chief Johnson expressed thanks to the representatives from the County CAO's Office for their partnership in developing the document and all of the work that went into it.*

6.6 Ambulance Deployment AdHOC

- *Direction to staff to combine this AdHOC with the Medic Unit Staffing AdHOC.*

6.7 Controlled Substance AdHOC

- *Direction to staff to develop a 1-2 day work plan to log and transfer existing inventory currently on the medic units once the equipment has been delivered and set up.*
- *With adoption of the updated policy, direction to staff to close out this AdHOC.*

6.8 Medic Unit Staffing AdHOC

- *Most recent meetings have focused on job descriptions and benefit packages. Staff is waiting on a proposal from a consultant who may be able to assist in the development of the program and process of deployment of single function EMTs and Paramedics.*

ACTION: *Chief Cordero motioned to receive and file all reports. Chief Brown seconded the motion which carried unanimously.*

7. DISCUSSION/PRESENTATION ITEMS

7.1 2022 Q1 CQI Data Report

- Deputy Director Jorgensen presented the 2022 Q1 CQI Data Report. As JPA CQI Committee reviews and provides feedback, the report will continue to evolve.

7.2 EDC ESA IFT Pilot Project

- Deputy Director Jorgensen presented the IFT Pilot Project Report that covers the first two months of the Pilot.

7.3 Retirement Healthcare Costs

- Chief Brown discussed a request for GEO Fire related to funds allocated in their JPA account for retirement held at the County and requested to transfer those funds to a different object code at the County. County Auditor's office requested that the JPA BOD discuss the request before they transfer the funds. There were no objections from the JPA Board of Directors to the request.

7.4 LEMSA Paramedic Alert 2022-03

- Deputy Director Jorgensen presented the recent Paramedic Alert issued from the LEMSA to ensure all member agencies have awareness. Included in the alert are a set of protocol updates that will go into effect July 1st.

ACTION: Chief Cordero motioned to receive and file all Discussion/Presentation items. The motion was seconded by Chief Martin which carried unanimously.

8. ACTION ITEMS

8.1 JPA Policy 3.5.1 Security of Controlled Substance

- Deputy Director Jorgensen presented JPA Policy 3.5.1 Security of Controlled Substance. The Controlled Substance AdHOC and EMSOC have both reviewed and approved the policy. The LEMSA Medical Director has also reviewed and approved the policy.
- Direction to staff to develop implementation plan once equipment arrives. Chief Hall volunteered to assist with the initial rollout of crews rotating in to the JPA Office to tag and log existing inventory of controlled substance.

ACTION: Chief Martin motioned to approve JPA Policy 3.5.1 Security of Controlled Substances. Chief Yaws seconded the motion which carried unanimously.

8.2 Draft Audit Report FY 20/21

- Deputy Director Jorgensen presented the Draft Audit Report for FY 20/21.

ACTION: Chief Lilienthal motioned to approve the DRAFT Management Rep Letter to the Draft Audit Report for FY 20/21. Chief Cordero seconded the motion which carried unanimously.

8.3 Advanced Life Support Agreement Template

- Deputy Director Jorgensen presented the Advanced Life Support Agreement Template. Discussion with the Board on the recommended changes. Additional edits to the document were made during this process. County CAO's Office provided input and clarification on certain aspects of the agreement.

ACTION: Chief Brown motioned to approve the Advanced Life Support Agreement Template with discussed edits and authorize the Executive Director to execute Agreements with Cal Fire/Cameron Park Fire Department, Diamond Springs-El Dorado Fire Protection District, El Dorado County Fire Protection District, El Dorado Hills Fire Department, and Georgetown Fire District. Chief Lilienthal seconded the motion which carried unanimously.

9. FISCAL ITEMS

9.1 FY 21/22 Budget Update

- Deputy Director Jorgensen presented the FY 21/22 Budget Update.

9.2 Resolution 2022-01 FY 22/23 Preliminary Budget

- Deputy Director Jorgensen presented the Preliminary Budget for FY 22/23 and the associated Board Resolution to adopt preliminary budget.

ACTION: Chief Szczepanik motioned to approve and adopt Resolution 2022-01 FY 22/23 Preliminary Budget with recommended corrections. Chief Martin seconded the motion. Roll vote: Yes-10. No-0.

10. Board of Director Questions & Comments

6.1 CAL FIRE ECC AEU: On-boarding 2 and 1 transfer from other command center.

6.2 CAL FIRE Cameron Park: Question/Confirm changes with M49 on July 1st.

6.3 Diamond Springs / El Dorado Fire: Currently down 5 people. BOD met a couple of weeks ago did not

pursue contract termination. Conducted new hire testing process. 2 off probation in July. Don't have depth of personnel to onboard multiple new hires. Preparing station 48 to accommodate crews. Director Williams cautioned the Board to prepare for other medic units potentially following the same path as DS Fire due to hiring issues.

6.4 El Dorado County Fire: Working with DS Fire to prepare station 48. Planning on moving Medic 28 to station 48 effective July 1st. 5 in backgrounds for July 1 start date.

6.5 El Dorado Hills Fire: Hired new HR Specialist. New FFs. Employees off probation. Training Center development still moving forward. The TRNG Center is a regional asset. New Fire Marshal starting on July 12th. Opening a FF recruitment in November with anticipated start date of January.

6.6 Garden Valley: No Report. Currently at 1-0 staffing on a daily basis.

6.7 Georgetown Fire: No Report

6.8 Marshall Medical Center: Last May there were 478 patients by ambulance. This May ED saw 638 patients by ambulance. June, July and August typically doesn't see a decrease in volume.

6.9 Mosquito Fire: MOS Bridge closed July 5-August in anticipation of new bridge construction which may generate additional call volume.

6.10 Pioneer Fire: Absent

6.11 Rescue Fire: FF/P in backgrounds. Tonight's BOD meeting agenda to approve retired annuitant agreement for Fire Chief Services. EDH Fire will continue to provide some support services.

11. GOOD AND WELFARE

- Staff requested copies of each agency's current roster.*

11.1 El Dorado County CAO's Office

- Deputy CAO Hennike reported that CAO Ashton announced his departure in Spring of 2023. Will be conducting recruitment process for new CAO. BOS approved new rates for CSA-3 which represented a 44% increase and the first time the County has split ambulance rates between CSA-7 and CSA-3.*

11.2 El Dorado County LEMSA

12. Adjournment-12:16 p.m.