



El Dorado County Emergency Services Authority

JPA Finance Committee Meeting Minutes

Thursday, September 29, 2022 - 1:00 p.m.

DS/ED Fire Station #49, Downstairs Classroom, 501 Main Street, Diamond Springs, CA 95619

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER/INTRODUCTIONS-1305

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 Clint Siebert |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Matt Gallagher | <input type="checkbox"/> Diamond Springs Fire, Battalion Chief Leah Yaws |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero | <input checked="" type="checkbox"/> El Dorado County Fire, Division Chief Paul Dutch |
| <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"/> Georgetown Fire, Chief Glenn Brown, Chair | <input type="checkbox"/> Georgetown Fire, Assistant Chief Bob Bement |

Guests: N/A

Other Attendees:

Cristy Jorgensen, Deputy Director, EDC ESA

2. APPROVAL OF AGENDA

- *Chief Brown requested the addition of Monthly Invoicing for Transporting Agencies to Old Business.*

Chief Gallagher motioned approval of agenda with the addition of Monthly Invoicing for Transporting Agencies to Old Business. Chief Johnson seconded the motion which carried unanimously.

3. OLD BUSINESS

3.1 DS Fire Station 48 Expenses

- *Discussion on reimbursement of expenses to DS Fire for the use of Station 48. Chief Gallagher provided list of utility related expenses over the last 2 months.*
- *Finance Co. propose JPA entering into a reimbursement agreement with DS Fire for \$2308.33/month to cover lease and utility costs for the duration of the JPA using Station 48 to house a medic unit. Based on annual allocation for lease and utility expenses for Transporting Agencies.*

ACTION: *Chief Cordero motioned to recommend reimbursement methodology for DS Fire Station 48 Expenses to JPA Board of Directors at the next scheduled meeting. Chief Johnson seconded the motion which carried unanimously.*

3.2 Monthly Invoicing for Transporting Agencies-ADDED TO AGENDA

- *Chief Brown requested item on monthly invoicing for transporting agencies. Language in contracts included initial payment of \$100,000 in July to provide funding to transport agencies to cover July 2022 Class 30 expenses. Would like to ensure that all agencies are invoicing in the same manner.*
- *JPA staff reported that GEO Fire was the only agency to submit for this \$100,000 payment.*
- *Discussion on whether this amount is in addition to the actual expenses for July 2022, or if the July invoice needs to deduct the \$100,000 payment from the invoice total.*
- *Discussion on how to invoice actual costs and the potential of the agency having to front those*

costs until they receive reimbursement from the JPA.

- Reviewed specific language in contract. JPA Staff will continue to monitor the Class 30 expenses. During mid-year budget review, staff will report out on amount invoiced vs. budgeted amount. If agency doesn't reach not to exceed amount, there may be a need to return unspent funds to the JPA.

4. NEW BUSINESS

4.1 FY 21/22 End of Year Budget Reporting

- Staff presented the end of year budget report for FY 21/22. Overall budget over by \$119K but was expected due to utilization of reserve funds. County doesn't actually transfer funds from reserves to active budget. Higher expenses were insurance premium, fuel costs, legal fees.

ACTION: Finance Co. reviewed and approved FY 21/22 End of Year Budget Report for presentation to JPA Board of Directors at the next scheduled meeting.

4.2 FY 22/23 Final Budget Adoption

- Staff presented the proposed FY 22/23 budget for final adoption. Adjustments made to undesignated reserve fund balance with inclusion of final end of year numbers for FY 21/22. Proposed budget is balanced. Includes funding for Year 1 of Powerload/Gurney lease and ambulance unit remounts. Reviewed reserve fund accounts.
- Chief Martin discussed possibility to allocating additional funds towards gurney purchase so every unit has a dedicated gurney. Discussion on possibility to upgrading eligible fleet for Powerload compatibility.
- Staff will coordinate with Stryker Service Rep to evaluate gurney fleet to see which would be eligible for upgrade kit.
- Chief Johnson discussed current OOS medic units. Request report from staff cataloging damage to units to identify potential trends. Discussion on estimated cost to repair the units that are currently OOS. Discussion on financial impact of repairs on the medic unit fleet.
- Discussion on standard EVOC program for medic units. Staff will research EVOC training options for medic units.

ACTION: Finance Co. recommends FY 22/23 Final Budget adoption to JPA Board of Directors at the next scheduled meeting.

5. ADJOURNMENT: 1336

- Next meeting scheduled for January 17, 2023 at 1pm.