

Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING

Tuesday, November 21, 2017

1037 Blagen Road, Arnold

9:00 A.M.

MEMBERS OF THE BOARD

Jon Dashner, President J. Scott McKinney, Secretary
Daniel Leary Thomas Sullivan

Concerning Public Comment

Please Note: The Board of Directors offers the opportunity for the public to speak to specific agenda items during the time that agenda item is discussed by the Board. The Board also allows an opportunity for the public to speak on non-agenda items during "public comments" prior to the conclusion of the meeting. The Board may not make any decision related to non-agendized items until the next Board meeting.

AGENDA

1. **Call to Order, Flag Salute, Roll Call**
2. **Public Appearances/Comment:** The Board will hear public comment on any agendized or non-agendized item. The Board may discuss public comment but may not take action.
3. **Consent Items:** Board action limited to discussion and approval of:
 - 3.1. Minutes: 09/19/17
 - 3.2. Acceptance of October 2017 Checks Listing and Authorize to File for Audit
4. **Committee Reports:** The Board will discuss the status of the following matters. The Board may take action on recommendations and/or give direction to staff or committee members related to follow-up on specific matters addressed by the committee.
 - 4.1. **Finance Committee** (Director Leary)
 - 4.2. **Personnel Committee** (Directors Leary & Sullivan)
 - 4.3. **Fire Prevention Committee** (Director Sullivan)
5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. **Board Vacancy:** Board shall review applicant information and possibly appoint an applicant to fill the vacancy on its Board.
 - 5.2. **First Capital Equipment Leasing Corporation: 5-Year Lease Financing Option for the Purchase of a New Ambulance**

NOTICE OF REGULAR MEETING - continued

November 21, 2017

- 5.3. Resolution 2017-7: Resolution Declaring Items Surplus
 - 5.3.1. EPFD Fleet Manager Letter to the Board: Request to Surplus Utility 3017
 - 5.3.2. Mello Truck Repair Company's Proposal to Purchase four Koni Vehicle Lifts and two Stands from the District
 - 5.4. CalPERS Board of Administration: 2017 Member-at-Large Certified Election Results
 - 5.5. Thank-You Letters received for assisting with Northern California Fires in October
 - 5.6. Proclamation Honoring Ron Andrade for his Fourteen Years of Dedicated Service as a Board Member for the District
 - 5.7. EPFD 2018 Medical Benefit Rates: Review Annual increase in Employee Medical Benefit Rates
 - 5.8. Begin 30-Day Review: Policy 6325: Personnel – Position Description: Fire Chaplain
6. **Reports:** The Board will hear reports on the following matters. The Board may discuss information contained in these reports.
- 6.1. Administrative Report
 - 6.2. Legislative Report
 - 6.3. Fire Prevention
 - 6.4. Administrative - EMS
7. **Comments, Questions, and Consideration:** The Board will entertain comments and questions from the following individuals or representatives. The Board may discuss these comments or questions on these items but may not take action.
- 7.1. Board Members
 - 7.2. Firefighters' Association
 - 7.3. Employees' Group
 - 7.4. Public Comments
8. **Adjournment of Regular Meeting**

ADMINISTRATIVE STAFF:
Michael Johnson, Fire Chief
Cheryl Howard, Secretary

Ebbetts Pass Fire District



MINUTES Board of Directors October 17, 2017

SUBJECT TO APPROVAL

1. The meeting was called to order at 9:00 A.M. by President Jon Dashner and the Pledge of Allegiance was recited. Directors present: Ron Andrade, Jon Dashner, Dan Leary, Scott McKinney, and Thomas Sullivan.

District personnel present: Fire Chief Mike Johnson, Cheryl Howard
Aaron Downing, Jim Eaves, Glenn Verkerk
William Koelzow

Others present: none

Media present: none

2. **PUBLIC APPEARANCES/COMMENT – None**

3. **CONSENT ITEMS**

- 3.1. Mr. Sullivan made a motion to approve Consent Item 3.1. Mr. Leary seconded; motion passed 5-0 (AYES: Andrade, Dashner, Leary McKinney, Sullivan).
- 3.2. Mr. Leary asked about the amounts paid for vehicle repairs to Hi-Tech EVS and to Mello Transmission Co. Aaron Downing explained the repairs that had been needed. Chief Johnson also included information about the repair of the foam proportioner unit performed by on-duty staff including Aaron Downing and Rodney Hendrix. Mr. Andrade made a motion to approve Consent Item 3.2. Mr. Leary seconded; motion passed 5-0 (AYES: Andrade, Dashner, Leary McKinney, Sullivan).

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Andrade & Leary)

Chief Johnson reported that the committee had met and discussed the compilation of the Prestabilization costs in order to establish the Prestabilization Fee to be charged by the District. He also noted that the committee members had discussed whether the District would continue to absorb the increase in medical insurance premiums for

the 2018 calendar year. There was also discussion of the repair costs for a utility vehicle of the District which was planned to be brought to the Board next month. Another item discussed was the options for lease-purchase for replacing an ambulance.

4.2. Personnel Committee (Directors Leary & Sullivan)

Chief Johnson reported that items discussed were Ron Getter's request for self-pay post-retirement health care coverage and the appeal to PERS.

4.3. Fire Prevention Committee (Directors Andrade & Sullivan)

Chief Johnson reported that the District had received a Planning Department review of an indoor cannabis cultivation facility on Commercial Way to which he had drafted requirements. Engineer Jim Eaves reported on the recent visit to the facilities for the crew.

5. Scheduled Items:

5.1. Resolution Authorizing Prestabilization Billing:

The Authorization will allow EPFD's Billing Agency to Bill Prestabilization Fee. Mr. Leary made motion to adopt the Resolution 2007-6 Authorizing Ambulance Transport Billing Agency to Bill for Patient Prestabilization. Mr. Sullivan seconded; motion passed 5-0 (AYES: Andrade, Dashner, Leary, McKinney, Sullivan).

5.2. CalPERS Notice of Proposed Regulatory Action

Chief Johnson noted that the items were clarification for PERS documentation and currently under an open comment period through October 30, 2017.

5.3. Letter from Ron Getter Requesting Post-Retirement Self-Paid Medical Insurance Premiums

Chief Johnson noted that no letter had been submitted by Ron Getter where he had made a verbal request and the District had made a request to SDRMA to ask the underwriters in order for the District to be able to offer the medical insurance on a self-pay basis to retirees. Following some discussion, the consensus of the Board was to direct Chief Johnson to write a letter to Ron Getter asking for his written request, and following receipt of the request, the Board would schedule a special meeting if necessary in order for the Board to make its decision.

6. **REPORTS**

6.1. Administrative Report - Chief Mike Johnson reported Calaveras County had renewed its contract for dispatch services by the CalFire Communications Center for over \$990,000. CalFire reported there were over 11,000 firefighter deployed to 14 major fires across the state currently. The District currently had a line medic sent out to help at a fire incident and Calaveras County had a strike team deployed.

6.2. Legislative Report - none

6.3. Fire Prevention – Chief Johnson reported that Joan Lark had recently sent letters to Big Trees Village unimproved property owners hoping to get some work done on the lots over the winter months.

6.4. Administrative - EMS – Chief Johnson reported Novato Fire District personnel were ready to activate the billing of the Prestabilization Fee. He also reported that the District had sent a letter to the Governor's Office opposing AB523.

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

7.1. Board Members – Mr. Sullivan thanked the District members for working together such as during the repair of the foam unit noting that he especially liked such stories.

Mr. Andrade reported that he has enjoyed being a resident for 18 or 19 years in the Ebbetts Pass Fire District noting that everything the members do counts within the District. He noted that he and his wife, Laurie, had sold their house to move to Granite Bay and over the past few months determined that they were unable to purchase a house that would enable him to continue to reside within the District. He reported that his recent absenteeism for his committee commitments was not fair to the District and he was therefore tendering his resignation from the Board of Directors as of today. He added that he was proud to have been associated with everyone in the District.

Mr. Dashner thanked Ron Andrade for his services over the past years and noted that he would be difficult to replace.

7.2. Firefighters Association – Glenn Verkerk noted the District had recently gained some volunteers and the Awards Dinner was scheduled for December 2nd at Sequoia Woods.

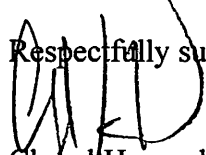
7.3. Employees' Group – Glenn Verkerk noted the employees appreciated the support from the Board members.

7.4. Public Comments – Jim Eaves thanked Ron Andrade for his years of service within the District.

8. **ADJOURNMENT**

Mr. Sullivan made a motion to adjourn. Mr. Leary seconded; motion passed unanimously.
10:03 A.M.

Respectfully submitted,



Cheryl Howard
District Secretary

REVENUE ACCOUNT SUMMARY SHEET - Oct 2017

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Fire Operations:					
Property Tax - Current Secured	4010	1,796,008	0.00	-	0%
Administrative Fee (SB2557)	4013	(34,000)	0.00	-	0%
Unitary Tax	4015	39,050	0.00	-	0%
Supplemental Tax - Current Secured	4017	28,284	0.00	-	
Property Tax - Current Unsecured	4020	24,755	0.00	-	0%
Supplemental Tax - Current Unsecured	4027	444	0.00	-	
Prior Unsecured Taxes	4040	625	0.00	-	0%
Transient Occupancy Taxes	4072	-	0.00	4,778.36	
Interest	4300	-	0.00	(442.60)	
State Grants	4455	-	0.00	-	
HOPTR	4463	23,424	0.00	-	0%
Timber Tax	4465	15	0.00	-	0%
State Aid for Public Safety	4472		0.00	5,939.00	
Grant	4505	-	0.00	-	
Reimbursement - Personnel	4542	30,000	6767.38	7,735.38	26%
Reimbursement - Equipment	4543	5,000	0.00	570.57	
HazMat Release Response Plan	4592	-	0.00	0.00	
Report Fees	4593	-	0.00	-	
Administrative Costs - Eng. Para. Reimb	4603	18,114	0.00	-	0%
Administrative Costs - Sta. 3 A Reimb	4603	41,460	0.00	-	0%
Charges for Current Service (hydrants)	4679	10,500	0.00	-	0%
Other Refund - Prior Year Taxes	4684	-	0.00	-	
Training Fees	4689	-	75.00	700.00	
Gifts/Donations	4707	-	250.00	250.00	
Refund - Misc.	4708	-	35.00	87.50	
Staledated Checks	4710	-	0.00	-	
Other Revenue	4712	-	0.00	-	
Miscellaneous Revenue	4713	500	0.00	1,380.78	
Refunds - Insurance	4743	-	0.00	-	
Sale of Surplus Property	4800	-	0.00	-	
Total		1,984,179	7,127.38	20998.99	1%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
EMS/Paramedic Program					
Special Tax	4077	362,276	0.00	0.00	0%
Refunds - Insurance	4743	-	0.00	0.00	
Total		362,276	0.00	0.00	0%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Station 3 AMBULANCE A					
Special Tax	4077	829,213	0.00	0.00	0%
Other Programs - State (GEMT)	4479	9,000	-	-	0%
EMS Transport Revenue	4660	650,000	50,699.90	180,247.22	
Refunds - Insurance	4743	-	3,652.28	14,609.12	
Total		1,488,213	54,352.18	194,856.34	13%

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - OCT 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001.1-					
Salaries/Wages	-.001	979,000	80,836.37	331,565.43	647,434.57	34%
Extra Hire	-.002	10,000	0.00	578.27	9,421.73	6%
Extra Hire - Intern	-.003	40,000	1,100.00	3,047.84	36,952.16	8%
ST/TF FF Payments	-.004	30,000	693.33	9,646.28	20,353.72	32%
Volunteer FF Relief	-.005	40,000	1,051.03	2,324.47	37,675.53	6%
Retirement	-.050	156,558	22,356.85	75,068.21	81,489.79	48%
Group Insurance	-.055	188,646	12,862.21	60,950.65	127,695.35	32%
Uniform Allowance	-.062	3,600	0.00	1,518.51	2,081.49	42%
SERVICES & SUPPLIES	5111.1-					
Safety Clothing	-.111	10,000	1,540.50	7,917.26	2,082.74	79%
Safety Equipment	-.115	6,000	0.00	0.00	6,000.00	0%
Communications-Radios	-.121	7,000	0.00	347.40	6,652.60	5%
Communications-Phone	-.124	12,000	916.55	3,792.17	8,207.83	32%
Food - Fire Line Meals	-.131	1,200	0.00	60.46	1,139.54	5%
Housekeeping	-.141	8,000	685.59	3,282.12	4,717.88	41%
Insurance-Prop/Liability	-.151	11,000	0.00	10,675.00	325.00	97%
Insurance-Workers Comp	-.153	61,215	0.00	37,684.19	23,530.81	62%
Maintenance-Apparatus	-.181	37,550	9,697.98	32,508.92	5,041.08	87%
Maintenance-Utilities	-.182	8,250	8,702.35	16,676.12	(8,426.12)	202%
Building Maintenance	-.201	12,500	2,533.46	4,747.61	7,752.39	38%
Emergency Care/Rescue	-.211	1,275	0.00	0.00	1,275.00	0%
Memberships	-.221	7,055	0.00	615.00	6,440.00	9%
Office Expense	-.241	12,050	41.35	2,876.92	9,173.08	24%
Office Expense-Postage	-.243	1,000	430.58	505.04	494.96	51%
Office Expense-Copies	-.245	1,500	81.06	324.22	1,175.78	22%
Professional Services	-.271	12,000	591.94	1,061.41	10,938.59	9%
Small Tools/FF Equipment	-.401	13,000	3,906.83	6,914.83	6,085.17	53%
Small Tools-Hose/SCBA	-.402	9,000	0.00	0.00	9,000.00	0%
Special District Expense	-.411	17,000	1,851.73	3,031.54	13,968.46	18%
SDE--Health Maintenance	-.412	4,000	0.00	146.42	3,853.58	4%
Training	-.422	5,000	0.00	1,255.43	3,744.57	25%
Travel/Education	-.478	9,000	0.00	1,518.20	7,481.80	17%
Transportation Fuel	-.480	20,000	355.40	3,597.27	16,402.73	18%
Utilities - Water/Sewer	-.501	10,280	0.00	3,070.08	7,209.92	30%
Utilities - Electrical	-.504	13,500	978.55	4,092.27	9,407.73	30%
Utilities - Propane	-.505	17,150	0.00	393.10	16,756.90	2%
LAFCO Fee	5627	2,614	0.00	2,613.27	0.73	100%
FIXED ASSETS						
Building Fund: Structures	5640	211,698	105,848.61	105,848.61	105,849.39	50%
Equipment	5701	-	0.00	0.00	-	#DIV/0!
Fire Operation Fund Totals		1,989,641	257,062.27	740,254.52	1,249,386.48	37%

CHECKS ISSUED LISTING - Oct 2017**FIRE OPERATIONS**

Check No.	PAID TO	PURPOSE	AMOUNT
5001.1.001: SALARIES			
12388, 12463	Payroll / Statutory Elective Withholding		\$67,731.73
12388, 12463	Paychex Fee	Employer Cost	\$305.01
1042266, 1042831	PARS	Employee Withholding	\$69.51
12389, 12464	EPFF Local #3581	dues and meals withholding	\$763.20
12428	CalPERS	employee/employer 08-2017-2	3,022.67
12428	CalPERS	employee/employer 09-2017-1	3,015.02
12524	CalPERS	employee/employer 09-2017-2	2,947.48
12524	CalPERS	employee/employer 10-2017-1	2,981.75
5001.1.002: EXTRA HIRE - Hydrant Maintenance			
12388, 12463	Hyd Maint Payroll / Statutory Withholding		0.00
1042266, 1042831	PARS withholding		0.00
5001.1.003: EXTRA HIRE - SPECIAL			
12388, 12463	Intern Payroll / Statutory Withholding		1,018.68
1042266, 1042831	PARS withholding		81.32
5001.1.004: Expenditure: ST/TF Firefighter Payment			
12388, 12463	Payroll / Statutory Withholding		693.33
5001.1.005: Expenditure: Volunteer Firefighter Payment			
12388, 12463	Payroll / Statutory Withholding		187.13
1042266, 1042831	PARS withholding		14.94
1043228, 1043538	PARS	trust administration	848.96
5001.1.050: RETIREMENT (PERS)			
12428	CalPERS	Employer Portion 08-2017-2	4,704.69
12428	CalPERS	Employer Portion 09-2017-1	4,690.35
12535	CalPERS	GASB 68 report	365.22
12524	CalPERS	Employer Portion 09-2017-2	4,563.98
12524	CalPERS	Employer Portion 10-2017-1	4,628.11
12524	CalPERS	Unfunded Liability - Oct	3,404.50

CHECKS ISSUED LISTING - Oct 2017

FIRE OPERATIONS

5001.1.055: GROUP INSURANCE

1043536 FDAC-EBA	vis/den/life ins premium	1,227.81
12388, 12463 Supplemental Life Premium Withholding		-85.60
1043233 SDRMA-Employee Benefit Service - medical premium		\$10,851.00
1043597 Hometown Health	medical premium	869.00

5001.1.062: UNIFORM ALLOWANCE

none issued

5111.1.111: SAFETY CLOTHING

1043230 Scott's PPE Recon Inc	repair turnout coats/pants	1,540.50
-------------------------------	----------------------------	----------

5111.1.115: SAFETY EQUIPMENT

none issued

5111.1.121: COMMUNICATIONS: RADIOS

none issued

5111.1.124: COMMUNICATIONS: TELEPHONE

1043214 AT&T	phone Sta. 4	140.74
1043214 AT&T	phone Sta. 2	127.36
1043218 Comcast Cable - Sta1	internet/phone monthly charges	308.33
1043218 Comcast Cable - Sta 2	internet/phone monthly charges	121.41
1043541 Verizon Wireless	monthly service	218.71

5111.1.131: FOOD/FIRE LINE MEALS

none issued

5111.1.141: HOUSEHOLD EXPENSE

1043209 AmeriPride Services, Inc.	towel/rag service	177.75
1043211 Anchor Pest Control	pest control	120.00
1043216 CA Waste Recovery Systems	trash disposal	179.76
1043220 Ebbetts Pass Lumber Co	cleaning supplies	8.86
1043244 US Bank	dishwasher & washer parts	199.22

5111.1.151: INSURANCE: PROPERTY/LIABILITY

none issued

5111.1.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.1.181: MAINTENANCE: APPARATUS

1043212 Arnold Auto Supply	U1002: bulb; U1004: fuel filter	54.62
1043221 Hi-Tech EVS, Inc.	U1002: pump test	417.93
1043221 Hi-Tech EVS, Inc.	U1004: valve repair	125.05
1043226 Mello Transmission Co	U1005: rebuild retarders	6,338.83
1043227 Mello Truck Repair Co	U1005: repair brakes	2,661.55
1043535 Arnold Tire & Auto Care	U1002: mount tires	100.00

CHECKS ISSUED LISTING - Oct 2017**FIRE OPERATIONS****5111.1.182: MAINTENANCE: UTILITIES**

1043212 Arnold Auto Supply	additive, brake cont, bulb, etc.	227.32
1043232 Sonora Ford	U3017: repair oil pumps	7,980.21
1043539 Sonora Ford	U3017: repair fan clutch	494.82

5111.1.201: BUILDING & GROUNDS MAINTENANCE

1043208 Abbotts Snow Removal Inc	Sta. 2 snow maintenance	2,250.00
1043220 Ebbetts Pass Lumber Co	fasteners, clamp, adapter	13.46
1043222 Kelly's Backflow Services	Sta. 1 and 2 testing	270.00

5111.1.211: EMERGENCY CARE none issued

5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS none issued

5111.1.241: OFFICE EXPENSE

1043244 US Bank	office supplies	41.35
-----------------	-----------------	-------

5111.1.243: OFFICE EXPENSE: POSTAGE

1043244 US Bank	stamps/postage	430.58
JE Calaveras Co	mailing of checks	

5111.1.245: OFFICE EXPENSE: COPIES

1043237 Zoom Imaging Solutions	copier maintenance fee	81.06
--------------------------------	------------------------	-------

5111.1.271: PROFESSIONAL SERVICES

1043231 Simas & Associates	legal services	591.94
----------------------------	----------------	--------

5111.1.401: SMALL TOOLS/FF EQUIPMENT

1043225 FailSafe Testing	ground ladder testing	1,179.05
1043221 Hi-Tech EVS, Inc.	Hurst tool servicing	1,828.97
1043224 L N Curtis	rescue pulleys, harness	898.81

5111.1.402: SMALL TOOLS: HOSE / SCBA none issued

5111.1.411: SPECIAL DISTRICT EXPENSE

1043244 US Bank: SAMBA	CA EPN reporting	52.73
1043244 US Bank: Parcelquest	subscription	1,799.00

5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE none issued

CHECKS ISSUED LISTING - Oct 2017

5111.1.422: TRAINING

FIRE OPERATIONS

none issued

5111.1.478: TRAVEL/EDUCATION/TRAINING

none issued

5111.1.480: TRANSPORTATION FUEL

1043219 Ebbetts Pass Gas Service fuel

355.40

5111.1.501: UTILITIES: WATER/SEWER

none issued

5111.1.504: UTILITIES: ELECTRICITY

JE CPPA electricity

978.55

5111.1.505: UTILITIES: PROPANE

Ebbetts Pass Gas Service propane

0.00

5640 F: STRUCTURES

none issued

5701 F: EQUIPMENT

none issued

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - Oct 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	283,184	24,562.34	109,350.40	173,833.60	39%
Retirement	-.050	60,510	8,460.93	25,943.08	34,566.92	43%
Group Insurance	-.055	77,131	6,129.25	26,925.25	50,205.75	35%
Uniform Allowance	-.062	1,200	0.00	600.00	600.00	50%
SERVICES & SUPPLIES	5111					
Safety Clothing	-.111	1,500	0.00	2,727.27	(1,227.27)	182%
Safety Equipment	-.115	1,000	0.00	0.00	1,000.00	0%
Communications-Radios	-.121	1,000	0.00	43.43	956.57	4%
Communications-Phone	-.124	615	50.22	201.00	414.00	33%
Housekeeping	-.141	1,883	119.10	668.67	1,214.33	36%
Insurance-Prop/Liability	-.151	2,204	0.00	2,000.00	204.00	91%
Insurance-Workers Comp	-.153	17,050	0.00	10,000.00	7,050.00	59%
Maintenance-Apparatus	-.181	1,900	0.00	1,246.18	653.82	66%
Building Maintenance	-.201	-	0.00	0.00	-	
Emergency Care/Rescue	-.211	-	0.00	0.00	-	
Office Expense	-.241	-	0.00	0.00	-	
Office Expense-Copies	-.245	-	64.23	104.00	(104.00)	
Professional Services	-.271	2,200	0.00	0.00	2,200.00	0%
Small Tools/FF Equipment	-.401	-	0.00	0.00	-	
Small Tools-Hose/SCBA	-.402	500	0.00	0.00	500.00	0%
Special District Expense	-.411	700	2.70	32.12	667.88	5%
SDE--Health Maintenance	-.412	3,000	0.00	127.00	2,873.00	4%
SDE--Administration Fee	-.413	18,114	0.00	0.00	18,114.00	0%
Training	-.422	1,500	0.00	0.00	1,500.00	0%
Travel/Education	-.478	2,700	0.00	0.00	2,700.00	0%
Transportation Fuel	-.480	6,500	487.95	2,087.89	4,412.11	32%
SPECIAL TAX HANDLING FEE	5411	3,623	0.00	0.00	3,623.00	0%
Engine Paramedic Program Totals		488,014	39,876.72	182,056.29	305,957.71	37%

CHECKS ISSUED LISTING - Oct 2017 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5001.2.001: SALARIES			
12388, 12463	Payroll / Statutory Elective Withholding		\$20,628.84
12388, 12463	Paychex Fee	Employer Cost	\$70.35
1042266, 1042831	PARS	Employee Withholding	\$0.00
12389, 12464	EPFF Local #3581	dues and meals withholding	\$390.00
12428	CalPERS	employee/employer 08-2017-2	\$878.54
12428	CalPERS	employee/employer 09-2017-1	\$878.83
12524	CalPERS	employee/employer 09-2017-2	\$853.06
12524	CalPERS	employee/employer 10-2017-1	\$862.72
5001.2.050: RETIREMENT (PERS)			
12428	CalPERS	Employer Portion 08-2017-2	\$1,644.02
12428	CalPERS	Employer Portion 09-2017-1	\$1,644.59
12535	CalPERS	GASB 68 report	\$136.96
12524	CalPERS	Employer Portion 09-2017-2	\$1,596.33
12524	CalPERS	Employer Portion 10-2017-1	\$1,614.43
12524	CalPERS	Unfunded Liability - Oct	\$1,824.60
5001.2.055: GROUP INSURANCE			
1043536	FDAC-EBA	med/vis/den/life insurance premi	\$524.25
12388, 12463	Supplemental Life Premium Withholding		(\$42.00)
1043233	SDRMA-Employee Benefit Service - medical premium		\$5,647.00
5001.2.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.2.111: SAFETY CLOTHING			<i>none issued</i>
5111.2.115: SAFETY EQUIPMENT			<i>none issued</i>
5111.2.121: COMMUNICATIONS: RADIOS			<i>none issued</i>
5111.2.124: COMMUNICATIONS: TELEPHONE			
1043218	Comcast Cable - Sta1	portion internet/phone	\$50.00
1043541	Verizon Wireless	monthly service	\$0.22
5111.2.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.2.141: HOUSEHOLD EXPENSE			
1043209	AmeriPride Services, Inc.	towel/rag service	\$71.10
1043211	Anchor Pest Control	pest control	\$48.00

CHECKS ISSUED LISTING - Oct 2017 ENGINE PARAMEDIC

5111.2.151: INSURANCE: PROPERTY/LIABILITY	<i>none issued</i>
5111.2.153: INSURANCE: WORKER'S COMPENSATION	<i>none issued</i>
5111.2.181: MAINTENANCE: UTILITIES	<i>none issued</i>
5111.2.201: BUILDING & GROUNDS MAINTENANCE	<i>none issued</i>
5111.2.211: EMERGENCY CARE	<i>none issued</i>
5111.2.241: OFFICE EXPENSE	<i>none issued</i>
5111.2.245: OFFICE EXPENSE: COPIES	<i>none issued</i>
5111.2.271: PROFESSIONAL SERVICES	<i>none issued</i>
5111.2.401: SMALL TOOLS / ALS EQUIPMENT	<i>none issued</i>
5111.2.402: SMALL TOOLS: HOSE / SCBA	<i>none issued</i>
5111.2.411: SPECIAL DISTRICT EXPENSE	
1043244 US Bank: SAMBA Holdings EPN report	\$2.70
5111.2.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE	<i>none issued</i>
5111.2.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE	<i>none issued</i>
5111.2.422: TRAINING	<i>none issued</i>
5111.2.478: TRAVEL/EDUCATION/TRAINING	<i>none issued</i>
5111.2.480: TRANSPORTATION FUEL	
1043219 Ebbetts Pass Gas Service fuel	\$487.95
5411 P: SPECIAL TAX HANDLING FEE	<i>none issued</i>

STATION 3 A ACCOUNT SUMMARY SHEET - Oct 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	1,011,073	89,450.49	337,743.89	673,329.11	33%
Retirement	-.050	187,951	25,869.65	81,301.32	106,649.68	43%
Group Insurance	-.055	273,264	18,822.62	85,399.20	187,864.80	31%
Uniform Allowance	-.062	4,800	0.00	2,400.00	2,400.00	50%
SERVICES & SUPPLIES	5111					
Safety Clothing	-.111	11,890	0.00	11,889.50	0.50	100%
Safety Equipment	-.115	2,250	0.00	255.02	1,994.98	11%
Communications-Radios	-.121	4,500	0.00	347.45	4,152.55	8%
Communications-Phone	-.124	3,325	232.07	1,065.54	2,259.46	32%
Food - Fire Line Meals	-.131	400	136.23	136.23	263.77	34%
Housekeeping	-.141	4,624	279.41	1,421.79	3,202.21	31%
Insurance-Prop/Liability	-.151	6,000	0.00	6,000.00	-	100%
Insurance-Workers Comp	-.153	50,000	0.00	20,000.00	30,000.00	40%
Maintenance-Apparatus	-.181	-	0.00	0.00	-	
Maintenance-Ambulances	-.183	31,250	4,088.89	16,220.86	15,029.14	52%
Building Maintenance	-.201	5,000	0.00	1,222.94	3,777.06	24%
Emergency Care/Rescue	-.211	30,000	4,262.27	12,286.18	17,713.82	41%
Memberships	-.221	150	0.00	0.00	150.00	0%
Office Expense	-.241	1,800	134.00	871.64	928.36	48%
Office Expense - Copies	-.245	105	64.23	104.00	1.00	99%
Professional Services	-.271	59,640	1,914.31	12,939.16	46,700.84	22%
Small Tools/FF Equipment	-.401	6,000	911.26	1,522.33	4,477.67	25%
Small Tools-Hose/SCBA	-.402	1,050	0.00	11.93	1,038.07	1%
Special District Expense	-.411	13,136	594.43	7,905.42	5,230.58	60%
SDE--Health Maintenance	-.412	3,000	0.00	0.00	3,000.00	0%
SDE--Administrative Fee	-.413	45,261	0.00	0.00	45,261.00	0%
Training	-.422	2,000	101.95	301.95	1,698.05	15%
Travel/Education	-.478	4,500	0.00	10.00	4,490.00	0%
Transportation Fuel	-.480	11,000	1,129.80	4,551.05	6,448.95	41%
Utilities - Water/Sewer	-.501	900	0.00	377.63	522.37	42%
Utilities - Electrical	-.504	1,900	143.50	593.29	1,306.71	31%
Utilities - Propane	-.505	5,000	182.35	244.78	4,755.22	5%
BANK CHARGES - Lockbox Account	5403	1,800	155.44	455.85	1,344.15	25%
SPECIAL TAX HANDLING FEE	5411	8,276	0.00	0.00	8,276.00	0%
REFUND OVERPAYMENT	5612	25,000	0.00	11,828.17	13,171.83	47%
FIXED ASSETS						
Building Fund: Structures	5640	-	0.00	0.00	-	
Equipment	5701	-	0.00	0.00	-	
Fire Operation Fund Totals		1,816,845	148,472.90	619,407.12	1,197,437.88	34%

CHECKS ISSUED LISTING - Oct 2017**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5001.3.001: SALARIES			
12388, 12463	Payroll / Statutory and Elective Withholding		\$73,919.76
12388, 12463	Paychex Fee	Employer Cost	\$281.42
1042266, 1042831	PARS	Employee Withholding	\$170.21
12389, 12464	EPFF Local #3581	dues and meals withholding	\$1,543.20
12428	CalPERS	employee/employer 08-2017-2	\$3,343.47
12428	CalPERS	employee/employer 09-2017-1	\$3,409.00
12524	CalPERS	employee/employer 09-2017-2	\$3,374.43
12524	CalPERS	employee/employer 10-2017-1	\$3,409.00
5001.3.050: RETIREMENT (PERS)			
12428	CalPERS	Employer Portion 08-2017-2	\$5,061.56
12428	CalPERS	Employer Portion 09-2017-1	\$5,146.96
12535	CalPERS	GASB 68 report	\$547.82
12524	CalPERS	Employer Portion 09-2017-2	\$5,045.06
12524	CalPERS	Employer Portion 10-2017-1	\$5,202.58
12524	CalPERS	Unfunded Liability - Oct	\$4,865.67
5001.3.055: GROUP INSURANCE			
1043536	FDAC-EBA	vis/den/life insurance premium	\$1,581.22
12388, 12463	Supplemental Life Premium Withholding		(\$134.60)
1043233	SDRMA-Employee Benefit Service - medical premium		\$17,376.00
5001.3.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.3.111: SAFETY CLOTHING			<i>none issued</i>
5111.3.115: SAFETY EQUIPMENT			<i>none issued</i>
5111.3.121: COMMUNICATIONS: RADIOS			<i>none issued</i>
5111.3.124: COMMUNICATIONS: TELEPHONE			
1043218	Comcast - Sta. 3	monthly service	\$230.09
1043541	Verizon Wireless	monthly service	\$1.98
5111.3.131: FOOD/FIRE LINE MEALS			
1043244	US Bank	EMS meetings	\$136.23

CHECKS ISSUED LISTING - Oct 2017**STATION 3 A****5111.3.141: HOUSEHOLD EXPENSE**

1043209 AmeriPride Services, Inc.	towel/rag service	\$106.65
1043211 Anchor Pest Control	pest control	\$72.00
1043216 CA Waste Recovery Systems	trash disposal	\$69.63
1043220 Ebbetts Pass Lumber Co	sponges light bulbs	\$31.13

5111.3.151: INSURANCE: PROPERTY/LIABILITY

none issued

5111.3.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.3.183: MAINTENANCE: AMBULANCES

1043212 Arnold Auto Supply	U3506: bulbs	\$57.17
1043229 Sam Berri Towing	U3506: tow due to injectors bad	\$375.00
1043232 Sonora Ford	U3506: repair injectors/wiring	\$1,734.44
1043232 Sonora Ford	U3505: repair EGR sensor	\$357.39
1043235 UPS	return onspot parts	\$14.15
1043244 US Bank	U3506: super auto-eject	\$1,550.74

5111.3.201: BUILDING & GROUNDS MAINTENANCE

none issued

5111.3.211: EMERGENCY CARE

1043213 Arrow International	EZ-IO needle set	\$1,209.90
1043215 Bound Tree Medical LLC	medical supplies	\$1,898.23
1043223 Life Assist Inc.	medical supplies	\$690.81
1043244 US Bank	morphine	\$80.70
1043532 Airgas	oxygen	\$281.15
1043533 Bound Tree Medical LLC	medical supplies	\$54.48
1043537 Life Assist Inc.	medical supplies	\$47.00

5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS

none issued

5111.3.241: OFFICE EXPENSE

1043244 US Bank:	returns	(\$58.91)
1043540 Staples	ink cartridges, yellow paper	\$192.91

5111.3.245: OFFICE EXPENSE: COPIES

1043237 Zoom Imaging Solutions	copier maintenance fee	\$64.23
--------------------------------	------------------------	---------

5111.3.271: PROFESSIONAL SERVICES

JE Sheriff's Office	Dispatch Fee - Sept	\$1,914.31
---------------------	---------------------	------------

CHECKS ISSUED LISTING - Oct 2017**STATION 3 A****5111.3.401: SMALL TOOLS/FF EQUIPMENT**

1043212 Arnold Auto Supply	gauge	\$175.79
1043220 Ebbetts Pass Lumber Co	wrench, fitting	\$14.24
1043244 US Bank	cashboxes, case, straps	\$721.23

5111.3.402: SMALL TOOLS: HOSE / SCBA

none issued

5111.3.411: SPECIAL DISTRICT EXPENSE

1043234 Stericycle	medical waste disposal	\$583.63
1043244 US Bank: SAMBA Holdings	EPN report	\$10.80

5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

none issued

5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE**5111.3.422: TRAINING**

1043210 American Safety & Health Inst	instructor renewal	\$21.45
1043236 Glenn Verkerk	reimburse Ethical Leadership reg	\$80.50

5111.3.478: TRAVEL/EDUCATION/TRAINING

none issued

5111.3.480: TRANSPORTATION FUEL

1043219 Ebbetts Pass Gas Service	fuel	\$893.50
1043217 Chevron	fuel	\$236.30

5111.3.501: UTILITIES: WATER/SEWER

none issued

5111.3.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	\$143.50
---------	-------------	----------

5111.3.505: UTILITIES: PROPANE

1043219 Ebbetts Pass Gas Service	propane	\$182.35
----------------------------------	---------	----------

5403 A: BANK CHARGES

JE WestAmerica Bank	lockbox account fee	\$155.44
---------------------	---------------------	----------

5411 A: SPECIAL TAX HANDLING FEE

none issued

5640 A: STRUCTURES

none issued

5701 A: EQUIPMENT

none issued

8001/5612 A: REFUNDS

none issued

CANDIDATE INFORMATION SHEET – BOARD VACANCY
Ebbetts Pass Fire District

Please fill out and return by November 15, 2017,
to EPFD, PO Box 66, Arnold, CA 95223, or leave at the Fire Chief's office at 1037 Blagen Road.

Name: BAER MICHAEL C Date: 11/6/17
Last First Initial

Business Address: PO 3115 ARNOLD CA 95223 Phone: 209 790 1441

Home Address: 2461 CAMARCHE DR ARNOLD 95223 Phone: 209 795 1405

Occupation and Employer: CONTRACTOR BEAR CONST. CO. (SELF)

No. of Years Residing in District: 12

1. Do you have prior experience serving on a governing board? Please list such prior experience.

NO

2. Have you worked on any special district or county committees? Please list them.

NO

3. Describe any other community or business activities in which you have participated. Describe your role, and whether your work was volunteer or employment-related.

ACTIVE IN ASSOCIATION SEE RESUME FOR
OTHER ACTIVITIES OUT OF COUNTY

4. Why do you want to be a fire district board member?

CONTINUE TO HELP THE COMMUNITY

RECEIVED

Candidate Information Sheet – Board Vacancy

Page 2

5. What do you see as the basic purpose of the fire district?

TO SUPPORT AND ADMINISTER THE BUSINESS SIDE
OF THE FIRE DISTRICT AND OPERATIONS OF
SAME

6. What is the role of the board in the fulfillment of that purpose?

TO MAKE SURE THE DISTRICT'S MISSION IS
FULFILLED

7. How does the board's role differ from that of the fire chief?

NOT IN THE DAY TO DAY OPERATIONS OF
DISTRICT

8. What should be the relationship between the board members and the administration in the handling of district concerns?

THE BOARD MEMBERS AS A GROUP OVERSEE
THE ADMINISTRATION OF DISTRICT

9. Briefly describe your commitment to our fire district.

VOLUNTEER FOR 12 YRS. FILED IN FOR
INJURED OR SICK FULL TIME PERSONNEL, CPR
INSTRUCTOR, FIRST AID INSTRUCTOR, SERVED AS
OFFICER FOR ASSOCIATION FOR 7 YRS.

10. What do you see as the strengths of the fire district.

SERVICES TO COMMUNITY GOES WAY BEYOND
JUST FIRE RESPONSE WITH MEDICAL, VEHICLE,
WEATHER, RESCUE AND EMERGENCIES BUT ALSO
AS THE CALMING INFLUENCE OF THE COMMUNITY

11. What do you see as the area(s) most needing improvement in the fire district?

VOLUNTEER PROGRAMS NEED TO BE
CONTINUED AND POSSIBLY EXPANDED

12. Do you have any plans to run for other office?

NO

Resume

Michael S. Barr

November 1, 2017

Education: K-6 Mariposa Elementary School, Santa Clara,, CA

7-8 Curtis Junior High School, Santa Clara, CA

9-12 Buchser High School, Santa Clara, CA

3 years junior college West Valley/ De Anza

Work Experience: 46 years working in the construction field

40 years as a sole proprietor

Fire Experience: 11 years total as a volunteer with Ebbett's Pass Fire

11 years as an EMT 3 yrs. Treasurer EPFFA

2 years as a firefighter 4 yrs. President EPFFA

9 years as an engineer

CPR and First Aide instructor

Community involvement: 25 years as a house captain in Silicon Valley

with Rebuilding Together, a non-profit organization

**improving the living conditions of low income home
owners.**

Goals: I would like to help EPFD continue to advance the district's

Mission in any way possible.

Tim Schlaht
P.O. Box 2390
Arnold CA 95223
209 795-5413
timschlaht@comcast.net

November 5, 2017

Dear Ebbetts Pass Fire District Board of Directors

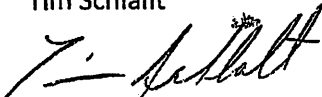
It has come to my attention that Mike Barr has submitted his application for the vacant seat on the EPFD Board of Directors.

During my tenure at EPFD I had the pleasure of working with Mr. Barr for several years. I always found him to be very courteous and professional during his service as a volunteer with EPFD. Mr. Barr always showed extreme dedication and professionalism to the District and community he served. Mr. Barr has immense knowledge of the Fire District administratively, operationally and financially. I believe the community and Fire District would benefit greatly from his service as a board member.

Please join me in support of Mr. Barr for the vacant seat on the Board of Directors.

Thank you,

Tim Schlaht



Ebbetts Pass Fire District

Battalion Chief, Retired

CANDIDATE INFORMATION SHEET -- BOARD VACANCY
Ebbetts Pass Fire District

*Please fill out and return by November 15, 2017,
to EPFD, PO Box 66, Arnold, CA 95223, or leave at the Fire Chief's office at 1037 Blagen Road.*

Name: Clemens Dennis (Denny) P. Date: November 14, 2017
Last First Initial

Business Address: PO Box 90, Arnold, CA 95223 (1897 S. Sierra Vw, Arnld) Phone: 795-9839 / (c) 925-899-3355

Home Address: PO Box 90, Arnold, CA 95223 (1897 S. Sierra Vw, Arnld) Phone: 795-9839 / (c) 925-899-3355

Occupation and Employer: Retired Firefighter (Contra Costa County)

No. of Years Residing in District: Full Time - 6.5 / Part Time - 9

1. Do you have prior experience serving on a governing board? Please list such prior experience.

Blue Lake Springs HOA - Board Director

Blue Lake Springs HOA - Long Range Planning Commission

White Pines Park - Board Director

Local 1230 Firefighters Executive Board Member

2. Have you worked on any special district or county committees? Please list them.

Contra Costa Fire District operations committee

3. Describe any other community or business activities in which you have participated. Describe your role, and whether your work was volunteer or employment-related.

ART - trail maintenance voluteer

4. Why do you want to be a fire district board member?

I believe my experience as a firefighter and working for another fire district will be helpful.

RECEIVED

NOV 14 2017

Ebbetts Pass Fire District

Candidate Information Sheet – Board Vacancy

Page 2

5. What do you see as the basic purpose of the fire district?

Your mission statement says it best - provide life and property safety from the threat
of fires, medical emergencies, and hazardous materials release. Proper planning, prevention,
education, incident mitigation and appropriate application of technology. I believe all these are
important to protecting our citizens and want to assist in any way I can.

6. What is the role of the board in the fulfillment of that purpose?

I believe in obtaining input from staff to ensure appropriate resources are in place and development
and adherence to budgets to maintain this goal.

7. How does the board's role differ from that of the fire chief?

The Board of Directors set the direction, mission, tone, and strategic vision of the fire district.
The fire chief manages the day to day operations. However these two need to come
together and work to achieve the best results.

8. What should be the relationship between the board members and the administration in the handling of district concerns?

I believe we should work together to achieve the best possible outcome for the
protection of safety personnel, citizens, and property.

9. Briefly describe your commitment to our fire district.

My family and I live in the district, therefore I not only want the best possible resources for
myself but also the area it serves. Part of the reason we relocated here was the phenomenal
services this department already has in place. I want to make sure this continues to move
forward for our community.

10. What do you see as the strengths of the fire district.

ALS service, transport, and water, high, and low angle rescues

11. What do you see as the area(s) most needing improvement in the fire district?

Lack of staffing and funding

12. Do you have any plans to run for other office?

No

DENNY CLEMENS

PO Box 90, Arnold, CA 95223 |

Introduction

We built our BLS home in 2003; and my wife and two teenage daughters moved here permanently in August of 2011. We chose this area because of all the nice amenities that Arnold has to offer, one of which being the EPFD service.

How I can make a difference

- Critical Thinking- I tend to look at all avenues and merge those ideas for the benefit of what works for the best possible outcome
- Active Listening - I believe all board members should consider public concerns
- Service Orientation - I wish to maintain and build upon what past directors have done for our community
- Personal Service - I have experience through my job as a Fire Captain to work with individuals who have different view points, backgrounds, aspirations and experiences.

Experience

Board Director

05/2017 to Present

BLSHA – Arnold, CA

Represent Blue Lake Springs home owners acting as a liaison between the membership and the management of BLSHA. Attend board meetings whereby members voice their opinions of action items to be taken, discuss pro's and con's of such outcomes and decide as a board items to implement for the benefit of the membership. Involved in research for fiscally responsible future development of recreational assets. Reconnaissance missions to other HOA's to view amenities provided for possible implementation.

Long range planning committee member

08/2016 to Present

BLSHA – Arnold, CA

Confer with board members and staff members to discuss issues, coordinate activities and resolve problems. Prepare budgets for approval, including those for funding or implementation of programs. Review shelf life of equipment and amenities to develop plan for future replacement.

Park Director

05/2012 to Present

White Pines Park Committee – Arnold, Ca

Coordinate maintenance, long term projects and future funding. I was instrumental in negotiating a long term lease between White Pines Park Committee (WPPC) and Calaveras County Water District (CCWD) for a Disc Golf Course. I provided an extensive report to CCWD and Calaveras County on the community benefits of a Disc Golf Course. This report included Environmental Impact, Economic Benefits, Safety Benefits, Health Benefits, Maps, ADA requirements, accessibility by all age groups and genders and collected written endorsements from local organizations and businesses. When the lease was approved, I organized work parties for the installation of the course.

Fire Captain

11/1983 to 03/2011

Contra Costa Fire Protection District – Contra Costa County, Ca

Served on numerous committees for the Fire District during my career. Provided research, coordinated, and develop reports for the fire district.

First Capital Equipment Leasing Corp. LeaseExperts.com™

Phone 800-541-0114 • Fax 800-403-3529 • Email: VPsales@LeaseExperts.com

32!

Celebrating 32 Years
April 4, 2017

October 16, 2017

Mike Johnson, Fire Chief
Ebbetts Pass Fire District (California)
Main PH: 209-795-1646 • Contact PH: 209-795-1646 • Email: firechief@epfd.org

CONFIDENTIAL

Municipal Lease-To-Own Financing Estimate & General Outline of Terms

Ebbetts Pass Fire District (California)

Equipment To Be Financed:	(1) New Braun (or comparable) Ambulance on Dodge 4500 4WD Chassis <i>Exact descriptions required</i>	
Anticipated Vendor Delivery/Payment:	T.B.D.	
Net Amount to Finance:	\$180,000.00	Program: MUNIB-c

OPTIONS	<u>5 Year Lease</u>
Payment Amount:	\$ 19,944.73 / 6-Months
Interest:	3.873%

Rates Locked For Contracts That Close By:	Oct 30, 2017	(After October 30, 2017, rates float until executed lease documents are received)
--	--------------	---

Down Payment + Security Deposit:	Waived	(Due at Lease Signing)
Documentation & Legal:	\$687	(Due at Lease Signing)
First Semi-Annual Lease Pmt. Due:	Apr 15, 2018	(Up to 100% of vendor funds can be disbursed within 5 business days of lease signing)

Questions? Please call me at 800-541-0114 x-15!

Regards,
Bob Arnowitz
Vice President Government Finance
Bob@LeaseExperts.com

Estimate Terms & Important Notes

Circle Preferred Lease Term above. I have reviewed the Important Notes below.

Approved By: _____

Title: _____ Date: _____



IMPORTANT NOTES:

This is a tax-exempt municipal lease-to-own financing estimate only, not a commitment to finance by First Capital Equipment Leasing Corporation ("FCELC") and supersedes any previous estimates or communications. State, county & municipal entities, special districts & authorities must qualify as issuers of tax-exempt debt under IRS Section 103 of 1986, as amended to be eligible. ALL contract documents are created by the bank and the contract will be between Lessee (Obligor) and Kansas State Bank ("the bank") DIRECTLY. Title/Ownership transfers to the Lessee (Obligor) at vendor delivery subject only to the bank's security interest. NO mileage, hours or usage restrictions, NO maintenance and NO condition requirements (other than reasonable care). There is NO MONEY DUE AT LEASE END. This is a "firm term" obligation and does not include non-appropriation language unless specifically documented otherwise by the bank in its contract. Final payment amounts, terms and conditions for this estimate are subject to the bank's credit-based review, vendor and equipment approval, all applicable federal, state and local laws and are subject to change, correction or withdrawal by the bank. THE BANK'S LEASE PURCHASE CONTRACT DOCUMENTS WILL CONTAIN ALL APPLICABLE LEASE TERMS & CONDITIONS as approved by them for this transaction and will supersede ALL rates and terms in the estimate should there be any variance. All equipment is assumed to be NEW. There are no "points," closing costs or expenses other than shown above. Interest quoted is the FIXED, nominal annual rate. This estimate assumes that Lessee's total tax exempt borrowing for the lease origination year will be under the IRS \$10 million "BQ" limit. (Other options available) **TIME IS OF THE ESSENCE** -- Executed contracts must be returned by October 30, 2017, after which quoted interest rates may float with the market until the actual closing date. We reserve the right to adjust the estimated payment and/or interest rate based on changes in transaction timing and/or the cost of funds after October 30, 2017. (Adjustments, if necessary, will favor retaining the estimated payment amount.) This estimate assumes no material omissions or inaccuracies in the information provided and further assumes no adverse changes in Lessee's financial status or credit rating, or any material changes in transaction timing, structure, or the equipment to be financed, prior to funding. Lease payments do not include required insurance, title, taxes, tags, maintenance, supplies, vendor usage/click charges, delivery or installation, unless specifically included above. Vendor advances/progress payments are not included unless pre-approved in writing. **Your vendors are paid directly by the bank on your behalf** and at your instruction via bank wire transfer or bank check, within five (5) business days of receiving your executed contract and 1) your unqualified acceptance of the equipment, 2) your signed payment request authorization, 3) proper vendor invoices, 4) certificate of insurance and documentation as may be specified in the "Vendor Prompt Payment Notes" that will be provided. **THE INFORMATION PROVIDED IN THIS DOCUMENT IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS "ADVICE."** FCELC is not the bank, the lender or Lessor and acts for its own interest only. FCELC does not act as a municipal advisor, municipal financial consultant, fiduciary or agent to any person or entity pursuant to Section 15B of the Securities Exchange Act of 1934, the municipal advisor rules of the SEC, or otherwise. FCELC is not recommending that you take an action with respect to the information presented in this estimate. You should review and discuss this, all FCELC and bank documentation with such independent financial, tax and legal advisors as you deem appropriate.

EBBETTS PASS FIRE DISTRICT RESOLUTION NO. 2017-7

Resolution Declaring Items Surplus

Whereas the Ebbetts Pass Fire District owns the items listed below:

2006 Ford F250 Pickup, VIN 1FTSW21P76EA79189

4 each 2005 Steril Koni CE 18,000 lbs. Vehicle Lifts and 2 each Stands

Whereas the above-listed equipment because of age, type, and non-compatibility with existing equipment is found not to be necessary for any fire district purpose;

Now, therefore, it is resolved by the Board of Directors that the above-listed equipment is hereby declared surplus,

Be it further resolved that that Fire Chief shall determine if said items have value and is authorized to trade, sell, or otherwise dispose of said items.

Passed, Approved and Adopted this 21st day of November 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President of the Board

ATTEST:

Secretary of the Board

Ebbetts Pass Fire District



TO: Ebbetts Pass Fire District Board

DATE: November 16, 2017

FROM: Aaron Downing- Ebbetts Pass Fire District Battalion Chief / Fleet Manager

SUBJECT: Request to declare Utility 3017 Surplus

Recently we have experienced significant mechanical troubles with Utility 3017 that are above and beyond what we consider normal for a vehicle of this type. The repairs for this vehicle are nearing the \$10,000 this year and believe it is in the best interest to remove it from our fleet. The 2006 Ford F-250 has approximately 97,000 miles on the odometer and should be valued to sell at \$15,000 to \$20,000 if sold on the private market. Today it is my recommendation to the Board to surplus and sell the vehicle to recoup some expenditures.

Sincerely, 

Aaron Downing
Battalion Chief / Fleet Manager
Ebbetts Pass Fire District



Mello Truck Repair Co., Inc.

Specializing in Truck, Equipment & RV Maintenance

417 Winmoore Way * Modesto, Ca 95358

Office (209) 531-0152 * Fax (209) 531-1561

Email: mellotruckrepair@sbcglobal.net

Website: www.mellotruckrepair.vpweb.com

Estimate



November 3, 2017

EPFD Board Of Directors

Mello Truck Repair would like to make an offer on 4 koni lifts and 2 stands, of \$14,000.00. We will be paying in the way of a check for \$5,000.00 and a credit balance of \$9,000.00 on Ebbetts Pass Fire account for future fire equipment repairs. This agreement will be made with no deadlines or criteria on credit line.

Sincerely,


Joey Bettencourt
Shop Manager



Board of Administration Circular Letter

California Public Employees' Retirement System
P.O. Box 942715
Sacramento, CA 94229-2715
(888) CalPERS (or 888-225-7377)
TTY: (877) 249-7442
www.calpers.ca.gov

October 20, 2017

Circular Letter No: 310-060-17
Distribution: IV, V, VI, X, XII, XVI

To: All CalPERS Employers, Members of the Board, Candidates, and Other Interested Parties

Subject: 2017 Member-at-Large Certified Election Results for CalPERS Board of Administration

Purpose In accordance with the provisions of the Public Employees' Retirement Law, Government Code sections 20090(g)(1), 20095, and 20096, the Secretary of State's Office certified on October 19, 2017 that:

David Miller, candidate for Position A, Senior State Scientist for the California Department of Toxic Substances Control, has been elected by the active and retired members of CalPERS to the office of Member, Board of Administration, CalPERS.

The new Board member will serve a four-year term of office beginning January 16, 2018, and continuing through January 15, 2022.

Attached is the election certification of the official results from the Secretary of State. Also, included are the procedures for a Protest of an Election, as set forth in California Code of Regulations section § 554.11.

Questions Any questions regarding this information should be directed to the Board Election Office at (916) 795-3007 or Board_Election_Coordinator@calpers.ca.gov.

Kimberly Malm
Chief
Operations Support Services Division

Attachments: Official Certified Results
California Code of Regulations, § 554.11 (Protest of an Election)

RECEIVED
OCT 25 2017
Ebbetts Pass Fire District

**2017 CALPERS
BOARD OF ADMINISTRATION
MEMBER-AT-LARGE ELECTION**

OFFICIAL CERTIFIED RESULTS

CANDIDATES		TOTAL VALID VOTES	PERCENT OF VALID VOTES CAST
1	David Miller	77,316	63.71%
2	Michael Flaherman	44,041	36.29%
TOTALS		121,357	100.00%

Ballot Reconciliation	Total Ballots	Percent of Ballots Cast
Total Valid Ballots Counted	121,357	94.99%
Total Invalid Ballots (Blank and Over Votes)	1,774	1.38%
Total Invalid Ballots (No signature or valid perjury statement on ballot)	3,604	2.82%
Total Invalid Late Envelopes (Received after October 2, 2017 deadline)	1,017	0.80%
Total Miscellaneous Invalid Ballots (Ballot cards determined invalid)	14	0.01%
TOTAL BALLOTS RECEIVED	127,766	100.00%

(9.14% of ballots were returned based on the number of eligible members 1,397,141)



SECRETARY OF STATE

I, ALEX PADILLA, Secretary of State of the State of California, hereby certify:

That, in accordance with the provisions of the "Public Employees' Retirement Law", specifically Government Code sections 20090, subdivision (g)(1), 20095, and 20096, and pursuant to the information and instructions set forth in the Notice of Election issued by the Board of Administration, California Public Employees' Retirement System, dated March 27, 2017, an election was held under the supervision of the Board to elect a representative from the active and retired members of the System.

I further certify that, according to the official returns of said election on file in my office, a copy of which is attached,

David Miller

was elected to the office of Member, Board of Administration, California Public Employees' Retirement System, for the term beginning on the 16th day of January, 2018, for a four-year term (term expiring January 15, 2022).

The Secretary of State's certification does not constitute an endorsement of any voting system used.



IN WITNESS WHEREOF, I
hereunto set my hand and
affix the Great Seal of
the State of California this
19th day of October, 2017.

A handwritten signature in cursive script, reading "Alex Padilla".

Alex Padilla
Secretary of State

§ 554.11. Protest of an Election

(a) The filing of a protest shall not delay the seating of an elected Board member. Such elected Board member shall take office, in accordance with the published election schedule, subject to the potential termination of such Board membership as a result of the protest. Any newly elected member, as the result of a protest, shall hold office for a period equal to the remainder of the term of the vacated office.

(b) A candidate may protest an election or a runoff election. A protest shall be filed with the Election Coordinator at the Sacramento Office of CalPERS within 10 working days after the transmission of the certified election results to all parties. A protest shall be in writing, shall be identified using the word "protest", shall specify the election, and shall state the grounds of the protest and suggested remedy.

(c) Upon receipt of a valid and timely protest, the Election Coordinator shall mail a copy of the request to all candidates for the same seat. The Board or its designee shall appoint an independent, neutral agent which shall designate a Protest Panel using the following process. The independent agent shall promptly submit simultaneously to each candidate for the same office that is subject of the protest an identical list of names of at least five persons chosen from its panel of arbitrators. Each candidate shall have seven days from the date the list is submitted in which to file an objection with the agent to any name, number the remaining names to indicate order of preference, and return the list to the agent. From among the persons for whom no objection has been filed, and in accordance with the designated order of preference, the agent shall invite members to serve on the Protest Panel. If every proposed panel member receives an objection, or if a panel member selected declines or is unable to act, or if any other reason the appointment cannot be made from the submitted list, the agent shall make the appointment from among other members of the agent's panel of arbitrators without the submission of any additional list. No Board member who is a candidate for election that is the subject of the protest may participate in the selection of the Protest Panel. The decision of the Protest Panel shall be final. The Protest Panel shall be comprised of no less than three people, all of whom are neither employed by CalPERS nor otherwise interested in the outcome of the election that is the subject of the protest. For purpose of the foregoing sentence only, membership in CalPERS does not, by itself, constitute an "interest in the outcome of the election." The Protest Panel shall consider written and/or oral arguments submitted by the protestor and any other interested party, including the Board's staff. Any oral proceedings shall be held in the City of Sacramento. The determination of the Protest Panel shall be

CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT LAW

rendered within 30 days of selection of the Panel and shall be final and binding on CalPERS and candidates for office. Other procedures, including those for receiving and considering arguments and factual allegations, shall be determined by the Protest Panel in its sole discretion. A protest shall only be granted upon a finding that Board- adopted election procedures were not substantially followed and that, without this lack of substantial compliance, the election outcome would likely have been different.

(d) Each candidate participating in the protest shall bear their own expenses in connection with the preparation and presentation of his or her case at the protest proceedings. The fees and expenses of the independent, neutral agent, protest panel, and all other expenses of the protest shall be borne equally by each candidate participating in the protest.

NOTE: Authority cited: Section 20121, Government Code. Reference: Section 20121, Government Code; Duva, Calif. School Employees' Assoc. v. PERS., et al., 1993 Sacramento Superior Court Case No. 375842.

HISTORY:

1. New section filed 8-9-94; operative 9-8-94 (Register 94, No. 32).
2. Amendment of Note filed 8-24-98; operative 9-23-98 (Register 98, No. 35).
3. Amendment filed 11-30-2000 as an emergency; operative 11-30-2000 (Register 2000, No. 48). A Certificate of Compliance must be transmitted to OAL by 3-30-2001 or emergency language will be repealed by operation of law on the following day.
4. Change without regulatory effect correcting subsections (b) and (c) of 11-30-2000 emergency action filed 12-18-2000 pursuant to section 100, title 1, California Code of Regulations (Register 2000, No. 51).
5. Pursuant to the order of the Superior Court of California, Court of Sacramento, dated April 20, 2001, in California State Employees Association, Local 1000, SEIU, AFL-CIO, CLC v. Public Employees Retirement System, et al., No. 00CS01662, the emergency amendment filed 11-30-2000 has been invalidated and is unenforceable until adopted in full compliance with the Administrative Procedure Act. Reinstatement of section as it existed prior to 11-30- 2000 emergency amendment (Register 2001, No. 22).
6. Amendment filed 8-2-2001; operative 9-1-2001 (Register 2001, No. 31).
7. Amendment filed 11-10-2016; effective 1-1-2017 (Register 2016, Notice File No. Z2016-0419- 06).

RECEIVED

NOV - 9 2017

Ebbetts Pass Fire District

Kathleen Respini
Hannah's Children
191 Pickwick Drive
Napa, California 94558

25 October 2017

Dear Responders,

This is to all of you who are not only first responders, but responders of every area and of every expertise who responded in one way or another during the wild fire crisis in Northern California during the month of October, 2017.

I am an ordinary citizen of the city of Napa. I was very fortunate in that my home happens to be in a neighborhood that was untouched by the fire. We also had cell phone service and electricity during the entire crisis. That's not to say we weren't very nervous as the situation remained fluid for so many days.

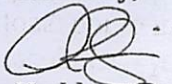
As I had errands to take care of during these days, I couldn't help but notice the multitude of police, sheriff and fire vehicles that originated from so many places...with city or county names I didn't even recognize. It was this that touched me to my core. I know you all will say you were just doing your jobs, but to me, you all are the heroes who came to our aide in our most desperate hours. I thought of the families you left behind, some under evacuation. And I thought of those of you whose homes were burned to the ground as you fought to save our communities. I thought of your selflessness as you worked long hours in unforgiving conditions. I saw the many white tents and the trucks all lined up at the Town and Country Fair Grounds in Napa. As I drove past, I willed my truck to be quiet so as not to disturb your sleep. It felt as though even the ground you slept on was sacred, bringing much needed rest.

I have never witnessed such sacrifice by so many for communities where they are not even known. This is humanity at its best, while in the worst of circumstances. This was nothing short of amazing.

I wish to convey my deepest appreciation to all of you, each and every one, although I doubt there are words adequate to this task.

Thank you from the bottom of my heart.

Sincerely,



Kathleen Respini

Thank you for your help
Caesar Zunino

Patricia Ann Martin

Thinking
of You

ELLEN

M A K D A

S E Y O U M

THANK YOU FOR
YOUR HELP-

Louise

LOVE Ann
LISA

CHRIS MARIE

Thank you so much for
fighting to save our town,
Sonoma and all of Sonoma
Valley. Should you return
to visit, please let us know
that you are one of our "heros."
We are forever grateful.

CaH-4056

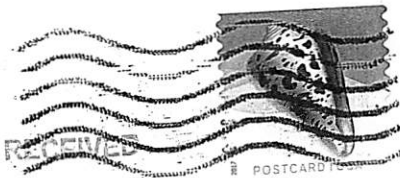
CALIFORNIA

This picturesque old oak tree is silhouetted as the sun sets in Sonoma County.

Photo by Ray Atkeson
Printed in Korea



06 NOV 2017 PM 6 L



THANK YOU!

from everyone in Sonoma and
Napa counties. The fires
changed our lives forever
from how we look at our landscape
(fire hazard?) to our possessions
(evacuation priority?) to
immeasurable THANKS for
what was saved and for your
role in limiting the destruction.

WREN - a women's group in Petaluma

NOV - 9 2017
Ebbetts Pass Fire District
Postcard

Ebbetts Pass Fire District
1037 Blagen Rd
Arnold CA
95223

Published by Sonoma Novelty Company
460 Ninth Street, San Francisco, CA 94103

peg
p.o. box 2242
arnold, ca 95223

Thank you
for the late
call to
install my
smoke
detector -

"When you practice gratefulness,
there is a sense of respect toward others."

Dalai Lama



It wasn't
up for months,
due to painting.
I slept easily
last night
knowing it
was up!
You're the best!

Peggy



CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

SANTA ROSA OFFICE

50 D STREET, SANTA ROSA, CA 95402

1-707-576-2100 • FAX 1-707-576-2113

www.cdtfa.ca.gov

EDMUND G. BROWN JR.
GovernorMARYBEL BATJER
Secretary, Government Operations AgencyNICOLAS MADUROS
Director

October 24, 2017

Ebbetts Pass Fire District
1037 Blagen Road
Arnold, CA 95223

RECEIVED

NOV - 9 2017

Ebbetts Pass Fire District

Dear Chief Mike Johnson

With profound gratitude and deepest appreciation we thank the Ebbetts Pass Fire District who courageously provided assistance in our time of need.

In the midst of rapidly developing hardship and destruction you worked selflessly to fight fires, protecting lives and property in our community during the Santa Rosa and North Bay Fire Storm of 2017. With dedication and commitment you worked and fought valiantly to contain the fires for over a week. There are no words to completely express our deepest gratitude to ALL who work in the department. Emergency fire personnel and the fire trucks that traveled to our community are a testament to your dedication of preserving life and property. Your department's assistance felt like divine intervention from above that blessed us at a time we thought we could lose our entire community.

Thank you for all of the courageous efforts in putting your lives on the line to save our lives, peoples' homes, and animals through the fire storm. Your presence was a wonderful reassurance that we would somehow get through this tragic event.

You are true defenders preventing further devastation to our community. Thank you from the bottom of our hearts.

Sincerely the Santa Rosa Staff:
#sonomastrong

Thank you!
-jamie

Thank you!
-S. Hong

Thank You!
-Ariana C.

Thank you
-B. Brandt

Thank you
-Charles!

Thank you
-Joan M.

Thank you

Very Grateful!
-Cindy

Thank you!
-Reburn

Thank you!
-Theresa

Thank you!
-Rocio W.

THANK YOU
EBBETTS PASS FD
-Mae

Thank you!
Salma

Thank you!
-Lisa

Thank you!
-Alice

Thank you!
-Rosa D.

Thank you!
-Zach

Thank you!
-Rocio W.



Bless you
-Cathy

Thank you!
-Maria N.

Thank you for all your help! ~ Rocio W.

Thank you!
-June

Thank you!

Thank you!

Thank you!

Thank you for everything!

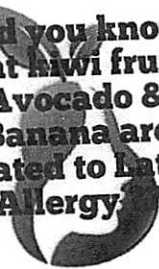
Thank you!

Thank you!

Thank you!
-Denise G.

Latex Allergy Awareness May Save The Life Of Someone You Love

Did you know
that kiwi fruit,
Avocado &
Banana are
related to Latex
Allergy.



Latex of Allergy
is now one of the
top ANAPHYLACTIC allergies!

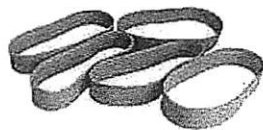
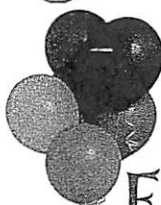
PEG R.N.
P.O. BOX 2242
ARNOLD, CA 95223



REMEMBER
LATEX

IS EVERYWHERE!

EVERYWHERE!



Latex Allergy
Awareness Week
5 Eraser Caps
Oct. 2017



As always
a big
shout out
to all who
help me
when it hits
the fan!
Fighting the
good fight
for 19 years!!

Proclamation

HONORING RON ANDRADE FOR HIS FOURTEEN YEARS OF DEDICATED SERVICE AS A BOARD MEMBER FOR THE DISTRICT

WHEREAS, the Ebbetts Pass Fire District Board of Directors takes great pleasure in recognizing Director Ron Andrade for representing the community and serving on its Board of Directors;

WHEREAS, the Board appreciates the vital role played by those individuals who, as local fire board members, establish policies to ensure an efficient, effective emergency service delivery system;

WHEREAS, fire board members serve as a voice that enables our community to preserve local management and control of our emergency services;

WHEREAS, fire board members selflessly devote their knowledge, time and talents as advocates for our District;

WHEREAS, fire board members are elected to sit in trust for their diverse communities and, in that capacity, are charged with meeting the community's expectations and aspirations for delivery of emergency services;

WHEREAS, fire board members are entrusted with the guardianship and wise expenditure of scarce tax dollars; they are responsible for maintaining and preserving the buildings, grounds and other areas of the fire district that the community has put in their trust;

WHEREAS, fire board members are responsible for providing leadership that ensures a clear, shared vision of the provision of emergency services that sets high standards for the personnel employed by the fire district and requires the effective and efficient operation of the district;

WHEREAS, fire board members selflessly donate countless hours to public service with no compensation;

WHEREAS, these years of service have been marked by exemplary dedication to the best interests of our community and the public safety of our citizens;

WHEREAS, the Ebbetts Pass Fire District would be a lesser institution but for the great skill, leadership, dedication, and uncompromised devotion to duty of Ron Andrade.

NOW, THEREFORE, be it resolved by the Ebbetts Pass Fire District Board and the men and women of the Ebbetts Pass Fire District do hereby commend Ron Andrade for his 14 years of dedication, tenacity, and hard work to ensure that the citizens of communities encompassed by Ebbetts Pass Fire District are well served. The Board wishes Ron Andrade very best wishes in his future endeavors.

Passed, Approved and Adopted by the Board of Directors of the Ebbetts Pass Fire District at the meeting of the District Board held on November 21, 2017.

Jon Dashner, President
Board of Directors

Board of Directors

J. Scott McKinney
Board of Directors



Dan Leary
Board of Directors

Tom Sullivan
Board of Directors

Ebbetts Pass Fire District



November 21, 2017

To: Ebbetts Pass Board of Directors

RE: Increase in Medical Benefit Rates for 2018

Last year it was approved that the District would pay the cost up to the \$1,987 amount resulting in 100% of cost being covered by the District. Our Medical Benefit Program through Special Districts Risk Management Authority for health care will be increasing the monthly cost next year for our area which currently our most expensive plan is \$1,987. For 2018 the new top rate is \$2,117.52, an increase of \$130.52 per month. The \$2,117.52 rate applies to those with an Employee + 2 or more plan, whereas Employee +1 and Employee are less than the current cap amount covered by the district.

AREA II – Northern CA: Calaveras County	PLAN	Employee	Employee +1	Employee +2 or More
	Gold PPO	\$814.98	\$1,630.98	\$2,117.52
	HDHP 10% (H.S.A. Compatible)	\$669.12	\$1,343.34	\$1,745.22

Ebbetts Pass Fire District

Fire Chief Mike Johnson

Ebbetts Pass Fire Protection District	Policy: 6325
Subject: Personnel - Position Description: Fire Chaplain	Effective Date: 10/18/2010 Revision Date: <u>11/21/2017</u> 10/2010

Scope of Employment

Appointed by and under the direction of the Fire Chief or his/her designee, the Fire Chaplain provides for a range of Fire District personnel needs through the establishment of a chaplaincy program within the Ebbetts Pass Fire District. The Fire Chaplain will be an appointed position within the Volunteer Division of the Ebbetts Pass Fire District. Each newly appointed Fire Chaplain shall meet with the District's Board of Directors prior to assuming the role as District Chaplain.

As a condition of appointment, the Fire Chaplain shall maintain a level of physical fitness which allows him/her to adequately perform activities related to the physical and mental stress of performing crisis intervention and counseling duties within the Fire District.

As a condition of appointment, the Fire Chaplain shall complete the Fire District's driving program for the operation and use of District utility vehicles for possible response to emergency incidents or routine use.

~~As a condition of appointment, the Fire Chaplain shall maintain: Minimum basic first aid level of medical training; CPR Pro certification level including AED training; basic operational skills for the use of District's radios and pagers.~~

Qualifications and Training

- The individual appointed to the position of the Ebbetts Pass Fire District Chaplain will be:
 - An ordained member of the clergy.
 - In good physical health.
 - Interested in supporting and assisting the fire service and public.
 - Prepared to serve in a crisis zone.
 - Committed to learn the skills necessary to effectively relate to and minister to firefighters, EMS personnel and public.
 - Committed to learn Critical Incident Stress Debriefing (CISD) techniques for fire and EMS related incidents.
- To the extent possible the EPFD Chaplain will be given the opportunity to meet with members and staff of the District, visit stations and receive guidance in understanding fire district organization and procedures. Training will also be provided to help him protect himself and to be able to render proper assistance on the emergency scene.
- After appointment, the EPFD Chaplain will be issued the following equipment:
 - Minimal standard ~~structural and wildland PPE~~ safety equipment. Helmets shall be identified with "Chaplain" markings.
 - ~~Chaplain's badge, i~~ Identification card, ~~and carrying case.~~
 - ~~Fire District Pager.~~

- EPFD Chaplain business cards.

General Guidelines for the Chaplaincy

- The Chaplain does not replace the home church pastor, but seeks to support the concern of every church for its members who may be in professions with special risks or needs. Moreover, the Chaplain must be for the advantage of every member of the District and community, regardless of his or her nationality, race, sex, or religion.
- Any communication a person makes to the Chaplain is on a strictly confidential basis and will not be released to District members or any other person. Any fire personnel may go to the Chaplain without having to notify his or her supervisor or anyone else.
- Any Fire District member or officer (including administrative staff) who becomes aware of any situation which may need the response of the Chaplain may contact the Chaplain directly. Fire District administration will keep current telephone numbers for the Chaplain. The Chaplain may also be contacted through the Fire District administration if desirable. Examples of situations where the Chaplain may be contacted include, but are not limited to:
 - Critical Incident Stress Management and Debriefing.
 - Death, injury to, or hospitalization of a Fire District member.
 - Death, injury to, or hospitalization of a Fire District member's spouse or child.
 - Death in a Fire District member's close family (i.e. any family member covered under the District death leave provision).

Duties and Responsibilities

Listed below are examples of the typical duties and responsibilities of the Fire Chaplain. This list is not intended to encompass all the duties relative to this position.

- Care for EPFD staff and families in times of crisis and be available for counseling in times of stress or difficulty. The Fire Chaplain may be asked to help with other local response agencies.
- Serve as a member of the District's Critical Incident Stress Management Team.
- Teach or provide information to Fire District personnel in areas such as stress management, ethics, family life, and victim response.
- At the request of the Fire Chief or Incident Commander, make death notifications. Assist District families in funeral arrangements for active, honorary, or inactive District members.
- Assist and represent the Fire District at special occasions such as weddings, award ceremonies and other social functions.
- Serve as a ready resource for the Fire Chief. Liaison with other clergy and community leaders in the Ebbetts Pass Fire District.

- Major Emergencies: The Fire Chaplain will respond when contacted by dispatch or Fire District personnel or at his own discretion and will report at the scene to the Incident Commander (IC). When at the scene, the Chaplain will be under the command authority of the IC. The Chaplain will respond to the scene as follows requested by the Incident Commander:
 - A working structure fire or other critical incident in progress.
 - A critical injury or death to a firefighter is reported, including incidents involving a victim that is a member of a District member's family.
 - Whenever the IC determines that the services of the Chaplain may be of value in the ongoing emergency operation. This may include situations where:
 - The victim or family is highly emotional or unstable.
 - Care is needed for the family of the victim while the treatment/incident is underway.
 - The victim or the family requests the services of a chaplain or clergy.
 - The Incident Commander (IC) feels the presence of the Chaplain would benefit the victim or District personnel.
 - To a hospital or other location where the presence of the Chaplain may be beneficial.

Skills/Knowledge/Experience:

- Familiar with structural and wildland fire suppression, emergency medical care, and rescue activities. Preferably someone with knowledge of emergency response.
- Ability to think clearly and take effective courses of action.
- Ability to effectively lead, supervise, maintain discipline, promote harmony, and cooperate with EPFD officers, personnel and other local public agencies.
- Ability to interact with the public and promote a positive public image.
- Knowledge, ability and experience in preparing and delivering training classes and other training related activities.
- Ability to establish and maintain effective relationships with others.
- Ability to communicate effectively both orally and in written form.