

Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING

**Tuesday, June 18, 2019
1037 Blagen Road, Arnold
9:00 A.M.**

MEMBERS OF THE BOARD

**Jon Dashner, President Thomas Sullivan, Secretary
Denny Clemens, J. Scott McKinney, Mike Barr**

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: 05/21/19 Regular Ebbetts Pass Board Meeting
 - 3.2. Acceptance of May 2019 Checks Listing and Authorize to File for Audit
 - 3.2.1. Monthly Budget Report
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** (Directors Dashner & McKinney)
 - 4.2. **Personnel Committee** (Directors McKinney & Sullivan)
 - 4.3. **Fire Prevention Committee** (Directors Clemens & Sullivan)
 - 4.4. **Apparatus/Equipment Committee** (Directors Clemens & Barr)
5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.

NOTICE OF REGULAR MEETING – continued

June 18, 2019

- 5.1. **Special District Risk Management Authority:** Board of Directors Election Ballot
- 5.2. **Letter from Ed Cardoza:** Appreciation Letter
- 5.3. **Ebbetts Pass Fire District:** Request to declare equipment surplus
- 5.4. **Board of Supervisors, County of Calaveras:** Resolution Declaring the results of the canvass for the Ebbetts Pass Fire Protection District Special Tax Election Held on May 7, 2019
- 5.5. **PG&E to Manteca:** Prepare for power to be cut to all of city for up to 5 days
- 5.6. **PG&E Community Resiliency Proposal:** PG&E to present to the EPFD Board a proposal for a Community Resiliency Project
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. 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

May 21, 2019

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: Michael Barr, Denny Clemens, Jon Dashner, and Scott McKinney. Thomas Sullivan was absent.

District personnel present: Fire Chief Mike Johnson, Cheryl Howard
Battalion Chief Aaron Downing, Captain Shea Buhler
Engineers Glenn Verkerk, Bryn Buhler
Firefighters Nick Landuyt, Will Koelzow, Sean Bitner

Others present: None

Media present: None

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

3. **CONSENT ITEMS**

- 3.1. Mr. McKinney made a motion to approve Consent Item 3.1. Mr. Barr seconded; motion passed 4-0 (AYES: Barr, Clemens, Dashner, McKinney; Absent: Sullivan).
- 3.2. Mr. McKinney made a motion to approve Consent Item 3.2. Mr. Barr seconded; motion passed 4-0 (AYES: Barr, Clemens, Dashner, McKinney; Absent: Sullivan).

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Dashner & McKinney)

Chief Johnson presented the proposed Preliminary Budget for 2019-20 noting that it included an increase for fleet management, additional fuel, purchase of a used engine, and inclusion of a secretary assistant with planning for succession or backup plan for Cheryl Howard. He noted that at this point it only included the F, P, and A budgets even with the passage of Measure A. He planned to do a lot of work between this preliminary and the final budget to be presented in August or September.

Mr. Denny asked if the Secretary Assistant's position was to receive benefits and Chief Johnson responded that it was not. Chief Johnson added that the position was

not to exceed 999 hours in a fiscal year and that the hourly rate came from a comparison of the Calaveras County Classifications for a confidential employee so the beginning step was set at 19.06/hour.

Mr. McKinney made a motion to approve the Preliminary Budget for fiscal year 2019-20 as presented. Mr. Barr seconded; motion passed 4-0 (AYES: Barr, Clemens, Dashner, McKinney; Absent: Sullivan).

4.2. Personnel Committee (Directors McKinney & Sullivan)

Chief Johnson reported that Battalion Chief Hendrix was preparing for hiring testing maybe in July while BC O'Donnell was conducting the Captain's promotional list testing shortly. He added that Firefighter-EMT Alex Baker had accepted the Firefighter position vacated by Sherfey and would be starting on B-Shift on June 5th.

4.3. Fire Prevention Committee (Directors Clemens & Sullivan)

Chief Johnson reported that there had been a great turnout at the May 4th Firewise presentation. He also noted that Joan Lark was busy with her lot inspections while he was busy working on obtaining and then maintaining a list of overnight commercial businesses for the State. He also noted several active fuel reduction activities being done by SPI and other private work.

4.4. Apparatus/Equipment Committee (Directors Clemens & Barr)

Battalion Chief Aaron Downing reported that he and Chief Johnson had test driven a used engine that he was in the process of obtaining mechanical evaluation of before committing to its purchase. An estimate for repairing its transfer case from \$3,500 to \$8,500 and he was still awaiting more repair estimates.

5. Scheduled Items:

5.1. Fire Agencies Insurance Risk Authority: Notice of Nomination Results and Voting

Chief Johnson reported that there were 7 nominations for the 7 positions on the ballot for the FAIRA's Board of Directors. Mr. McKinney made a motion to approve all seven candidates for election to the FAIRA Board of Directors. Mr. Clemens seconded; motion passed 4-0 (AYES: Barr, Clemens, Dashner, McKinney; Absent: Sullivan).

5.2. CSDA: Governance Best Practices Class

Chief Johnson noted that this was a nearby educational opportunity for anyone that was interested. He asked the members of the Board to review their schedules and let him know if anyone was interested.

5.3. Calaveras Enterprise: Fire Wise Community Meeting Arnold Draws Large Crowd

Chief Johnson noted that it had been one of the best turnouts for the Firewise program and it was a nicely written article about it.

5.4. Calaveras Enterprise: Measure A Tax Increase Receives 84% Approval

Chief Johnson reported that the Calaveras County Board of Supervisors would be declaring the election results for the District's Measure A next Tuesday, May 28th.

- 5.5. PG&E: Take Action Today to Prepare for Public Safety Power Outages
Chief Johnson noted that PG&E was gearing up for public safety power shut offs as the year progresses.
- 5.6. EPFD Pay Schedule 2019-20: Cost of Living Adjustment
Chief Johnson noted that the cost-of-living adjustment proposed was a 2.5% increase based on the 2018 Consumer Price Index West Urban. He presented a Pay Schedule with a 2.5% cost of living adjustment which would become effective July 1, 2019, if approved. Mr. Clemens made a motion to approve the 2.5% CPI increase to the District's Pay Schedule. Mr. Barr seconded; motion passed 4-0 (AYES: Barr, Clemens, Dashner, McKinney; Absent: Sullivan).
- 5.7. Purchase of 1993 HME Type 1 Fire Engine
Chief Johnson recommended tabling this item until the full view of the engine's status was known. Mr. Clemens made a motion to approve the purchase of the used fire engine to not exceed \$20,000 and for repairs to the engine to not exceed \$20,000 if approved for purchase and repair by the Fire Chief. Mr. Barr seconded; motion passed 4-0 (AYES: Barr, Clemens, Dashner, McKinney; Absent: Sullivan).
- 5.8. Request to Declare Equipment Surplus
Chief Johnson presented some information regarding the vehicles that he thought would be appropriate for the Board to approve as surplus to the District's needs. He recommended declaring the 1989 squad to be surplus in addition to the non-repairable ambulance currently at the Sonora Ford parking lot. Cheryl Howard read aloud the proposed resolution when it was determined that the Board concurred with Chief Johnson's recommendations for items to surplus. Mr. Barr then made a motion to approve Resolution 2019-2 Declaring Certain Items Owned as Surplus: 1989 Ford F350 Squad and 2008 Ford F450 Ambulance. Mr. McKinney seconded; motion passed 4-0 (AYES: Barr, Clemens, Dashner, McKinney; Absent: Sullivan).
- 5.9. End 30-Day Review Policy 6320 Personnel -- Position Description Paid Fire Captain
Chief Johnson reported that he had received no additional comments during the past month regarding this policy. Mr. Clemens made a motion to approve Policy 6320 Personnel -- Position Description Paid Fire Captain. Mr. Barr seconded; motion passed 4-0 (AYES: Barr, Clemens, Dashner, McKinney; Absent: Sullivan).

6. **REPORTS**

6.1. Administrative Report

Chief Johnson reported that several members of the District had visited the Calaveras County Elections Department on May 7th in order to receive the election results for Measure A. He expressed his thanks to everyone for all their work and especially for the continuous efforts of the Focus Group.

He reported that the Calaveras Fire Chiefs district members were 100% signed on with the newly formed JPA. He added that the JPA's first meeting was scheduled for June 26th at Copperopolis Fire. He noted that the Request for Proposal should be released soon from the Mountain-Valley EMS Agency.

6.2. Legislative Report

Chief Johnson noted that the Governor's budget included elements to enhance fire safety with an additional \$15.7 million. He reported that AB191 exempting current building standards for those communities rebuilding from wildland fire losses.

6.3. Administrative - EMS

Chief Johnson reported that he had asked BC Hendrix to assist with Quality Assurance Audit tracking within the District.

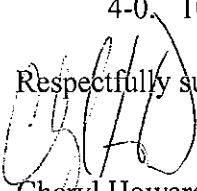
7. **COMMENTS, QUESTIONS, CONSIDERATIONS**7.1. Board Members –

All the members expressed their joy with the passage of Measure A.

7.2. Firefighters Association: Nick Landuyt thanked everyone for their support and work for Measure A.7.3. Employees' Group: Glenn Verkerk thanked the Board for approving the 2.5% COLA.7.4. Public Comments: None8. **ADJOURNMENT**

Mr. Barr made a motion to adjourn. Mr. McKinney seconded; motion passed unanimously 4-0. 10:13A.M.

Respectfully submitted,



Cheryl Howard
District Secretary

County of Calaveras
General Ledger Summary
Balance Sheet Accounts
As of 5/31/2019

Fund 2290 Ebbetts Pass Fire

<u>Object Code</u>	<u>Object Description</u>		<u>Balance</u>
<u>Assets</u>			
1006	Cash in Treasury	22900000	419,094.00
1007	Outstanding Checks	22900000	(127.00)
1016	Imprest Cash	22900000	40,000.00
Total Assets			<u>\$458,967.00</u>
<u>Liabilities</u>			
2002	Accounts Payable	22900000	1,163.60
2002	Accounts Payable	22900010	(1,163.60)
2009	Sales Tax Payable	22900010	35.31
2091	Accts Payable - Staledated Cks	22900010	4,481.03
Total Liabilities			<u>\$4,516.34</u>
<u>Fund Balance</u>			
3002	Fund Bal Unreserv/Undesign	22900000	336,557.73
3043	Reserve for Imprest Cash	22900000	40,000.00
Total Fund Balance			<u>\$376,557.73</u>
Year-to-Date Revenues			\$4,307,834.90
Year-to-Date Expenditures			\$4,229,941.97
Year-to-Date Transfers In			\$0.00
Year-to-Date Transfers Out			\$0.00
Year-to-Date Clearing Accounts			<u>\$0.00</u>
Total Fund Equity			<u>\$454,450.66</u>
Total Liabilities and Fund Equity			<u>\$458,967.00</u>

REVENUE ACCOUNT SUMMARY SHEET - May 2019

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Fire Operations:					
Property Tax - Current Secured	4010	1,962,772	0.00	1928702.60	98%
Administrative Fee (SB2557)	4013	(39,444)	0.00	-40300.40	102%
Unitary Tax	4015	44,633	0.00	44632.66	100%
Supplemental Tax - Current Secured	4017	13,902	0.00	31825.54	
Property Tax - Current Unsecured	4020	30,216	0.00	25958.11	86%
Supplemental Tax - Current Unsecured	4027	504	0.00	1456.33	
Prior Unsecured Taxes	4040	1,095	0.00	399.86	37%
Transient Occupancy Taxes	4072	-	10842.04	10,842.04	
Interest	4300	-	0.00	-5998.29	
State Grants	4455	-	98791.05	98791.05	
HOPTR	4463	23,989	0.00	18471.08	77%
Timber Tax	4465	-	0.00	5707.73	
State Aid for Public Safety	4472		3834.91	3,834.91	
Grant	4505	-	0.00	0.00	
Reimbursement - Personnel	4542	30,000	0.00	26208.29	87%
Reimbursement - Equipment	4543	5,000	0.00	1193.22	
HazMat Release Response Plan	4592	-	0.00	15.00	
Report Fees	4593	-	0.00	0.00	
Charges for Current Service (hydrants)	4679	10,500	0.00	0.00	0%
Other Refund - Prior Year Taxes	4684	-	0.00	0.00	
Training Fees	4689	-	3170.00	9245.00	
Gifts/Donations	4707	-	0.00	1950.00	
Refund - Misc.	4708	-	115.20	5790.91	
Staledated Checks	4710	-	0.00	0.00	
Other Revenue	4712	-	1680.96	18186.66	
Miscellaneous Revenue	4713	500	0.00	0.00	
Other Revenue: PG&E Rate Credit 2018			0.00	1273.00	
Refunds - Insurance	4743	-	0.00	483.61	
Sale of Surplus Property	4800	-	0.00	5400.00	
Total		2,083,667	118,434.16	2,194,068.91	105%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
EMS/Paramedic Program					
Special Tax	4077	362,276	0.00	342750.93	95%
Refunds - Insurance	4743	-	0.00	0.00	
Total		362,276	0.00	342,750.93	95%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Station 3 AMBULANCE A					
Special Tax	4077	829,213	0.00	784506.63	95%
Other Programs - State (GEMT)	4479	9,000	-	28098.70	312%
State Other Aid (IGT)	4580	65,000	77477.22	77477.22	119%
EMS Transport Revenue	4660	700,000	99611.97	782527.74	
Transient Occupancy Taxes	4072	16,743	0.00	17239.86	103%
State Aid for Public Safety (Prop 172)	4472	19,111	0.00	18121.76	0.94823714
Refunds - Insurance	4743	-		0.00	
Total		1,639,067	177089.19	1,707,971.91	104%

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - MAY 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001.1-					
Salaries/Wages	-001	1,008,250	75,406.97	864,830.20	143,419.80	86%
Extra Hire	-002	10,000	0.00	0.00	10,000.00	0%
Extra Hire - Intern	-003	40,000	0.00	27,636.78	12,363.22	69%
ST/TF FF Payments	-004	30,000	0.00	6,941.72	23,058.28	23%
Volunteer FF Relief	-005	40,000	446.65	5,914.97	34,085.03	15%
Retirement	-050	177,354	14,868.31	161,610.03	15,743.97	91%
Group Insurance	-055	194,450	16,138.85	192,258.92	2,191.08	99%
Uniform Allowance	-062	3,600	0.00	2,809.78	790.22	78%
SERVICES & SUPPLIES	5111.1-					
Safety Clothing	-111	10,000	0.00	1,198.28	8,801.72	12%
Safety Equipment	-115	6,000	0.00	676.48	5,323.52	11%
Communications-Radios	-121	7,000	111.29	204.43	6,795.57	3%
Communications-Phone	-124	12,000	1,109.68	12,441.33	(441.33)	104%
Food - Fire Line Meals	-131	1,200	0.00	856.80	343.20	71%
Housekeeping	-141	8,000	525.02	8,527.17	(527.17)	107%
Insurance-Prop/Liability	-151	12,000	0.00	12,000.00	-	100%
Insurance-Workers Comp	-153	70,853	0.00	86,828.37	(15,975.37)	123%
Maintenance-Apparatus	-181	37,550	544.98	63,231.99	(25,681.99)	168%
Maintenance-Utilities	-182	8,250	7.12	10,107.01	(1,857.01)	123%
Building Maintenance	-201	16,100	666.60	15,779.76	320.24	98%
Emergency Care/Rescue	-211	1,275	0.00	150.21	1,124.79	12%
Memberships	-221	7,055	0.00	7,390.00	(335.00)	105%
Office Expense	-241	12,050	45.86	5,469.58	6,580.42	45%
Office Expense-Postage	-243	1,000		721.16	278.84	72%
Office Expense-Copies	-245	1,500	141.53	1,464.94	35.06	98%
Professional Services	-271	27,000	0.00	32,882.55	(5,882.55)	122%
Small Tools/FF Equipment	-401	13,000	99,410.03	107,380.06	(94,380.06)	826%
Small Tools-Hose/SCBA	-402	9,000	22.78	3,098.94	5,901.06	34%
Special District Expense	-411	17,000	1,101.83	17,468.77	(468.77)	103%
SDE--Health Maintenance	-412	4,000	0.00	485.59	3,514.41	12%
Training	-422	5,000	0.00	3,365.86	1,634.14	67%
Travel/Education	-478	9,000	1,355.45	3,163.01	5,836.99	35%
Transportation Fuel	-480	20,000	971.99	16,261.72	3,738.28	81%
Utilities - Water/Sewer	-501	10,280	1,497.93	9,592.12	687.88	93%
Utilities - Electrical	-504	13,500	694.31	9,115.19	4,384.81	68%
Utilities - Propane	-505	17,150	1,456.82	18,770.13	(1,620.13)	109%
LAFCO Fee	5627	2,797	0.00	2,796.82	0.18	100%
FIXED ASSETS						
Building Fund: Structures	5640	211,698	0.00	211,697.22	0.78	100%
Equipment	5701	-	0.00	0.00	-	0%
Fire Operation Fund Totals		2,074,912	216,524.00	1,925,127.89	149,784.11	93%

CHECKS ISSUED LISTING - MAY 2019 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5001.1.001: SALARIES			
15456, 15489	Payroll / Statutory Elective Withholding		68,024.67
15456, 15489	Paychex Fee	employer cost	230.76
1068809, 1069204	PARS	EE withholding	154.60
15457, 15490	EPFF Local #3581	dues and meals withholding	780.00
15557	PERS	EE portion	4,320.22
15557	PERS	ER paid EE portion	1,896.72
5001.1.002: EXTRA HIRE			<i>none issued</i>
5001.1.003: EXTRA HIRE - SPECIAL			<i>none issued</i>
5001.1.004: Expenditure: ST/TF Firefighter Payment			<i>none issued</i>
5001.1.005: Expenditure: Volunteer Firefighter Payment			
15456, 15489	Payroll / Statutory Elective Withholding		5.02
	PARS	trust administration	441.63
5001.1.050: RETIREMENT (PERS)			
15557	PERS	employer portion	10,052.60
15557	PERS	unfunded accrued liability	4,815.71
5001.1.055: GROUP INSURANCE			
15456, 15489	Supplemental Life Premium Withholding		-76.60
1069571	FDAC-EBA	vision/dental/life premium	1,310.35
1069578	SDRMA-Employee Benefit Service - medical premium		14,030.10
1069574	Hometown Health	medical premium	875.00
5001.1.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.1.111: SAFETY CLOTHING			<i>none issued</i>
5111.1.115: SAFETY EQUIPMENT			<i>none issued</i>
5111.1.121: COMMUNICATIONS: RADIOS			
1068849	Interstate Battery	pager batteries	111.29

CHECKS ISSUED LISTING - MAY 2019 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5111.1.124: COMMUNICATIONS: TELEPHONE			
1069566	AT&T - Sta.2	phone/internet monthly charges	187.34
1069566	AT&T - Sta.4	phone monthly charges	202.36
1069568	Comcast - Sta. 1	phone/internet monthly charges	344.56
1069568	Comcast - Sta. 2	phone/internet monthly charges	123.65
1069567	Verizon Wireless	monthly service	251.77
5111.1.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.1.141: HOUSEHOLD EXPENSE			
1068839	AmeriPride Service	rag/coverall material	168.34
1068842	CA Waste Recovery	trash removal	187.36
1068846	Ebbetts Pass Lumber Co	cleaning supplies	49.32
1069565	Anchor Pest Control	pest control	120.00
5111.1.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>
5111.1.153: INSURANCE: WORKER'S COMPENSATION			<i>none issued</i>
5111.1.181: MAINTENANCE: APPARATUS			
1069572	Glass Doctor	U1005: repair broken windshield	544.98
5111.1.182: MAINTENANCE: UTILITIES			
1068855	US Bank	U3016: windshield water	7.12
5111.1.201: BUILDING & GROUNDS MAINTENANCE			
1068847	Fox Security	check system; refer for repair	135.00
1069577	Savino's Appliance Repair	stove repair; parts for ice machir	531.60
5111.1.211: EMERGENCY CARE			<i>none issued</i>
5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS			<i>none issued</i>
5111.1.241: OFFICE EXPENSE			
1068855	US Bank	spam blocker, grant book	45.86
5111.1.243: OFFICE EXPENSE: POSTAGE			
	JE Calaveras Co	checks postage	
5111.1.245: OFFICE EXPENSE: COPIES			
1069581	Zoom Imaging Solutions	copier maintenance	141.53

CHECKS ISSUED LISTING - MAY 2019 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5111.1.271:	PROFESSIONAL SERVICES		<i>none issued</i>
5111.1.401:	SMALL TOOLS/FF EQUIPMENT		
1069564	L N Curtis	Consolidated Grant Extrication Equipment	99,410.03
5111.1.402:	SMALL TOOLS: HOSE / SCBA		
1068846	Ebbetts Pass Lumber Co	scba batteries, elec tape	22.78
5111.1.411:	SPECIAL DISTRICT EXPENSE		
1068855	US Bank: SAMBA	EPN reporting	32.65
1068855	US Bank: Emergency Reporting	one-year subscription	1,069.18
5111.1.412:	SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE		<i>none issued</i>
5111.1.422:	TRAINING		<i>none issued</i>
5111.1.478:	TRAVEL/EDUCATION/TRAINING		
1068855	US Bank	hotel FDAC conference	1,355.45
5111.1.480:	TRANSPORTATION FUEL		
1068851	Ebbetts Pass Gas Service	fuel	805.66
1068855	US Bank	fuel	166.33
5111.1.501:	UTILITIES: WATER/SEWER		
	CCWD	water/sewer	1,497.93
5111.1.504:	UTILITIES: ELECTRICITY		
	JE CPPA	electricity	694.31
5111.1.505:	UTILITIES: PROPANE		
1068851	Ebbetts Pass Gas Service	propane	1,456.82
5640 F:	STRUCTURES		<i>none issued</i>
5701 F:	EQUIPMENT		<i>none issued</i>

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - May 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-001	289,462	29,609.74	313,032.83	(23,570.83)	108%
Retirement	-050	70,850	6,096.75	66,574.28	4,275.72	94%
Group Insurance	-055	83,130	6,353.97	74,958.85	8,171.15	90%
Uniform Allowance	-062	1,200		1,200.00	-	100%
SERVICES & SUPPLIES	5111					
Safety Clothing	-111	2,728	0.00	0.00	2,728.00	0%
Safety Equipment	-115	1,000	0.00	148.49	851.51	15%
Communications-Radios	-121	1,000	0.00	0.00	1,000.00	0%
Communications-Phone	-124	615	50.18	552.18	62.82	90%
Housekeeping	-141	1,900	115.34	1,361.03	538.97	72%
Insurance-Prop/Liability	-151	2,250	0.00	2,250.00	-	100%
Insurance-Workers Comp	-153	17,828	0.00	17,828.00	-	100%
Maintenance-Apparatus	-181	1,900	52.45	1,810.49	89.51	95%
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	-	0.00	0.00	-	
Professional Services	-271	2,200	0.00	1,200.00	1,000.00	55%
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	406.00	468.07	231.93	67%
SDE--Health Maintenance	-412	3,000	0.00	127.00	2,873.00	4%
SDE--Administration Fee	-413	-	0.00	0.00	-	
Training	-422	1,500	0.00	359.26	1,140.74	24%
Travel/Education	-478	2,700	0.00	0.00	2,700.00	0%
Transportation Fuel	-480	6,500	424.39	5,713.46	786.54	88%
SPECIAL TAX HANDLING FEE	5411	3,623	0.00	3,619.94	3.06	100%
Engine Paramedic Program Totals		494,586	43,108.82	491,203.88	3,382.12	99%

CHECKS ISSUED LISTING - MAY 2019 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5001.2.001: SALARIES			
15456, 15489	Payroll / Statutory Elective Withholding		27,358.94
15456, 15489	Paychex Fee	employer cost	77.19
1068809, 1069204	PARS	EE withholding	0.00
15457, 15490	EPFF Local #3581	dues and meals withholding	390.00
15557	PERS	EE portion	990.89
15557	PERS	ER paid EE portion	792.72
5001.2.050: RETIREMENT (PERS)			
15557	PERS	employer portion	3,488.70
15557	PERS	unfunded accrued liability	2,606.05
5001.2.055: GROUP INSURANCE			
15456, 15489	Supplemental Life Premium Withholding		0.00
1069571	FDAC-EBA	vision/dental/life premium	528.75
1069578	SDRMA-Employee Benefit Service - medical premium		5,825.22
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			
1069568	Comcast	monthly service	50.00
1069567	Verizon Wireless	monthly service	0.18
5111.2.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.2.141: HOUSEHOLD EXPENSE			
1068839	AmeriPride Service	rag/coverall material	67.34
1069565	Anchor Pest Control	pest control	48.00
5111.2.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>
5111.2.153: INSURANCE: WORKER'S COMPENSATION			<i>none issued</i>

CHECKS ISSUED LISTING - MAY 2019 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5111.2.181: MAINTENANCE: APPARATUS			
	1068848 Golden State EVS	U1005: water temp sensor	52.45
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			
	1068855 US Bank:SAMBA	EPN reporting	6.00
	1068855 US Bank: Emergency Reporting	one-year subscription	400.00
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			
	1068851 Ebbetts Pass Gas Service	fuel	424.39
5411 P: SPECIAL TAX HANDLING FEE			<i>none issued</i>

STATION 3 A ACCOUNT SUMMARY SHEET - May 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-001	1,041,835	75,523.68	930,022.56	111,812.44	89%
Retirement	-050	196,735	15,613.59	180,659.43	16,075.57	92%
Group Insurance	-055	284,870	16,038.59	232,884.37	51,985.63	82%
Uniform Allowance	-062	4,800	0.00	4,600.00	200.00	96%
SERVICES & SUPPLIES	5111					
Safety Clothing	-111	11,890	470.83	1,322.54	10,567.46	11%
Safety Equipment	-115	2,250	0.00	126.10	2,123.90	6%
Communications-Radios	-121	4,500	233.60	1,115.62	3,384.38	25%
Communications-Phone	-124	3,325	232.47	2,290.67	1,034.33	69%
Food - Fire Line Meals	-131	400	0.00	32.65	367.35	8%
Housekeeping	-141	4,624	245.58	3,533.28	1,090.72	76%
Insurance-Prop/Liability	-151	9,000	0.00	9,000.00	-	100%
Insurance-Workers Comp	-153	60,210	0.00	60,210.00	-	100%
Maintenance-Ambulances	-183	31,250	1,013.44	23,981.24	7,268.76	77%
Building Maintenance	-201	5,000	0.00	718.71	4,281.29	14%
Emergency Care/Rescue	-211	30,000	4,657.69	36,816.77	(6,816.77)	123%
Memberships	-221	150	0.00	0.00	150.00	0%
Office Expense	-241	1,800	0.00	955.95	844.05	53%
Office Expense - Copies	-245	105	0.00	95.78	9.22	91%
Professional Services	-271	59,640	4,548.25	47,316.98	12,323.02	79%
Small Tools/FF Equipment	-401	6,000	1,502.28	3,120.19	2,879.81	52%
Small Tools-Hose/SCBA	-402	1,050	0.00	0.00	1,050.00	0%
Special District Expense	-411	13,136	4,010.94	12,585.25	550.75	96%
SDE--Health Maintenance	-412	3,000	127.00	1,408.43	1,591.57	47%
SDE--Administrative Fee	-413	3,800	0.00	0.00	3,800.00	0%
Training	-422	2,000	0.00	2,041.47	(41.47)	102%
Travel/Education	-478	4,500	0.00	0.00	4,500.00	0%
Transportation Fuel	-480	11,000	1,132.02	17,566.63	(6,566.63)	160%
Utilities - Water/Sewer	-501	900	125.07	1,100.36	(200.36)	122%
Utilities - Electrical	-504	1,900	156.92	1,660.04	239.96	87%
Utilities - Propane	-505	5,000	0.00	2,491.99	2,508.01	50%
BANK CHARGES - Lockbox Account	5403	1,800	0.00	832.43	967.57	46%
SPECIAL TAX HANDLING FEE	5411	8,276	0.00	8,285.66	(9.66)	100%
REFUND OVERPAYMENT	5612	40,747	0.00	25,342.36	15,404.64	62%
FIXED ASSETS						
Building Fund: Structures	5640	-	0.00	0.00	-	
Equipment	5701	50,177	8,971.27	52,083.62	(1,906.62)	
Fire Operation Fund Totals		1,905,670	134,603.22	1,664,201.08	241,468.92	87%

CHECKS ISSUED LISTING - MAY 2019**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5001.3.001: SALARIES			
15456, 15489	Payroll / Statutory Elective Withholding		67,233.16
15456, 15489	Paychex Fee	employer cost	308.76
1068809, 1069204	PARS	EE withholding	0.00
15457, 15490	EPFF Local #3581	dues and meals withholding	1,365.00
15557	PERS	EE portion	5,115.97
15557	PERS	ER paid EE portion	1,500.79
5001.3.050: RETIREMENT (PERS)			
15557	PERS	employer portion	9,532.81
15557	PERS	unfunded accrued liability	6,080.78
5001.3.055: GROUP INSURANCE			
15456, 15489	Supplemental Life Premium Withholding		-130.50
1069571	FDAC-EBA	vision/dental/life premium	1,157.75
1069578	SDRMA-Employee Benefit Service - medical premium		15,011.34
5001.3.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.3.111: SAFETY CLOTHING			
1068844	Jim Eaves	reimburse safety boots	470.83
5111.3.115: SAFETY EQUIPMENT			<i>none issued</i>
5111.3.121: COMMUNICATIONS: RADIOS			
1069579	Stine Electronics	repair handie-talkies	233.60
5111.3.124: COMMUNICATIONS: TELEPHONE			
1068843	Comcast - Sta. 3	phone/internet monthly charges	230.25
1069567	Verizon Wireless	monthly service	2.22
5111.3.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.3.141: HOUSEHOLD EXPENSE			
1068839	AmeriPride Service	rag/coverall material	101.00
1068842	CA Waste Recovery	trash removal	72.58
1069565	Anchor Pest Control	pest control	72.00

CHECKS ISSUED LISTING - MAY 2019**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5111.3.151:	INSURANCE: PROPERTY/LIABILITY		<i>none issued</i>
5111.3.153:	INSURANCE: WORKER'S COMPENSATION		<i>none issued</i>
5111.3.181:	MAINTENANCE: APPARATUS		<i>none issued</i>
5111.3.183:	MAINTENANCE: AMBULANCES		
1068840	Arnold Auto Supply	U3505: coolant; U3508: DEF, wash	290.23
1068853	Sam Berri Towing	U3505: tow to Sonora Ford	531.25
1069580	Arnold Automotive	U3507: belt	290.23
5111.3.201:	BUILDING & GROUNDS MAINTENANCE		<i>none issued</i>
5111.3.211:	EMERGENCY CARE		
1068838	Airgas	oxygen	273.55
1068850, 1069575	Life Assist Inc.	medical supplies	4,384.14
5111.3.221:	MEMBERSHIPS/SUBSCRIPTIONS		<i>none issued</i>
5111.3.241:	OFFICE EXPENSE		<i>none issued</i>
5111.3.271:	PROFESSIONAL SERVICES		
1069573	Elinor Hall	IGT Consulting	2,687.50
1068852	Mountain-Valley EMS Agency	emergency transport fee 2018-19	835.75
1068856	Wittman Enterprises LLC	April billing: 41 PCRs	1,025.00
5111.3.401:	SMALL TOOLS/FF EQUIPMENT		<i>none issued</i>
5111.3.402:	SMALL TOOLS: HOSE / SCBA / MEDICAL		
1068849	Interstate Battery	AED battery	123.55
1068855	US Bank	track for stair chair	314.89
1069575	Life Assist	thermoscans, penlights, sharps cont	1,063.84
5111.3.411:	SPECIAL DISTRICT EXPENSE		
1068855	US Bank: SAMBA	EPN reporting	24.00
1068854	Stericycle	medical waste disposal	151.44
1069570	ESO Solutions Inc	ePCR subscription	3,835.50

CHECKS ISSUED LISTING - MAY 2019**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE			
1069569	Jim Eaves	reimburse physical	127.00
5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE			<i>none issued</i>
5111.3.422: TRAINING			<i>none issued</i>
5111.3.478: TRAVEL/EDUCATION/TRAINING			<i>none issued</i>
5111.3.480: TRANSPORTATION FUEL			
1068851	Ebbetts Pass Gas Service	fuel	1,132.02
5111.3.501: UTILITIES: WATER/SEWER			
	CCWD	water/sewer	125.07
5111.3.504: UTILITIES: ELECTRICITY			
	JE CPPA	electricity	156.92
5111.3.505: UTILITIES: PROPANE			<i>none issued</i>
5403 A: BANK CHARGES			<i>none issued</i>
5411 A: SPECIAL TAX HANDLING FEE			<i>none issued</i>
5640 A: STRUCTURES			<i>none issued</i>
5701 A: EQUIPMENT			
1068845	Ebbetts Pass FF Association	reimburse portion of amb pymt	8,971.27
8001/5612 A: REFUNDS			<i>none issued</i>



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2019 BOARD OF DIRECTORS ELECTION

OFFICIAL ELECTION BALLOT ENCLOSED

This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

ELECTION PACKET ENCLOSURES

- ☐ Election Ballot Instructions
- ☐ Official Election Ballot (Action Required)
- ☐ Candidate's Statements of Qualifications (5)
- ☐ Self-addressed, Stamped Envelope

RECEIVED

MAY 23 2019

Ebbetts Pass Fire District

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2019.

On May 2, 2019, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-10 Establishing Guidelines for Director Elections. The Election Committee confirmed that five (5) candidates met the qualification requirements and those names are included on the Official Election Ballot.

Enclosed is the Official Election Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed Official Election Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Ballot at a public meeting. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot **MUST** be sealed and **received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Wednesday, August 21, 2019 to the address below.** A self-addressed, stamped envelope is enclosed. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

4. The four-year terms for newly elected Directors will begin on January 1, 2020 and terminate on December 31, 2023.
5. Important balloting and election dates are:

August 21, 2019:	Deadline for members to return the signed Official Election Ballot
August 22, 2019:	Ballots are opened and counted
August 23, 2019:	Election results are announced, and candidates notified
September 25, 2019:	Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Anaheim at the CSDA Annual Conference
November 6-7, 2019:	Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)
January 2020:	Newly elected Directors are seated, and Board officer elections are held

If you have any questions regarding the election and balloting process, please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Bob Swan

District/Agency Groveland Community Services District (GCSD)

Work Address P.O. Box 350, Groveland, CA 95321

Work Phone (209) 962-7161

Home Phone (408) 398-4731

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

1. SDRMA Board Member since 2016. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

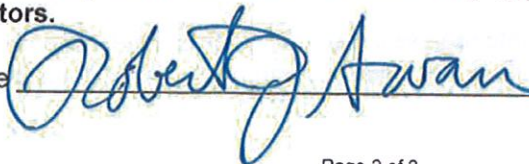
What is your overall vision for SDRMA? (Response Required)

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-24-2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Jesse D. Claypool

District/Agency Honey Lake Valley Resource Conservation District



Work Address USDA Service Center 170 Russell Avenue, Suite C Susanville, CA 96130

Work Phone 530-257-7271 ext 100

Home Phone 530-310-0232

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special district, working together with the other SDRMA Board Members, to ensure relevant—affordable solutions are available to all size special districts.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I am currently serving my fifth (5th) consecutive term as Chairman of the Board of a special district. I served two (2) yrs. on a Technical Advisory Committee for the prevention of violence against schools K-12. I served one (1) term on an elementary school board. I am currently serving my second (2nd) consecutive term on CSDA's committee for Professional Development. I am currently serving my sixth (6th) consecutive term on the board of a Regional Water Management Group. I am currently serving my second (2nd) consecutive term on CSDA's committee for Member Services. I am currently serving as a member of the County's Civil Grand Jury.

I have attended and completed the California School Board Association's New Board Member Training. I have Certificates of Completion from CSDA for General Manager Evaluation, Exercising Legislative Authority and Achieving Transparency. I attended and completed CSDA's Extraordinary Leader training. I attended and completed CSDA's Special District Leadership Academy and I have received CSDA's Recognition in Special District Governance certificate.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

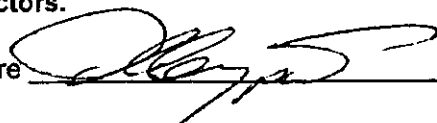
My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

What is your overall vision for SDRMA? (Response Required)

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-26-19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

Candidate* Patrick K. O'Rourke, MPA/CFRM
District/Agency Redwood Region Economic Development Commission (RREDC)
Work Address 520 E Street Eureka, CA 95501
Work Phone 707-445-9651 Home Phone 707-726-6700

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____

Date _____

3/25/1959 2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Candidate* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113

Work Phone (530) 827-3150 Cell Phone (530) 310-4320

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davis Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.

As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/16/19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– **no attachments will be accepted.** No statements are endorsed by SDRMA.

Candidate* James (Jim) M. Hamlin
District/Agency Burney Water District
Work Address 20222 Hudson St. Burney, Ca. 96013
Work Phone (530) 335-3582 Cell Phone _____

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

Hope to serve and help with decisions being made to both strengthen SDRMA and
move into new areas. Our districts are facing new challenges constantly.

**What Board or committee experience do you have that would help you to be an effective Board Member?
(SDRMA or any other organization) (Response Required)**

See Next

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

September 1972 until January 2014, owned and operated a Insurance brokerage
Sold business and retired.

Board Member of Mayers Memorial Hospital District From 1990 until 2014

Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current
Serving on Mayers Memorial Hospital Financial Board.

What is your overall vision for SDRMA? (Response Required)

SDRMA Board must be strong and protect the concerns of their members. Need
to have a listening ear for the districts that are represented. Need to
use caution when jumping into new areas, not jepordise their strong programs
and beliefs for new programs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

James M. Hamble

Date

3-27-2019



OFFICIAL 2019 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- ☐ **BOB SWAN (INCUMBENT)**
Board Member, Groveland Community Services District
- ☐ **JESSE D. CLAYPOOL**
Board Chair, Honey Lake Valley Resource Conservation District
- ☐ **PATRICK K. O'ROURKE, MPA/CFRM**
Board Member, Redwood Region Economic Development Commission
- ☐ **SANDY SEIFERT- RAFFELSON (INCUMBENT)**
Finance Manager/Treasurer, Herlong Public Utility District
- ☐ **JAMES (Jim) M. HAMLIN**
Board President, Burney Water District

ADOPTED this ____ day of _____, 2019 by the Ebbetts Pass Fire District at a public meeting by the following votes:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

May 25, 2019

Ebbitts Fire District
PO Box 66
Arnold Calif. 95223

Dear Chief Thompson:

On May 18, 2019 we had the opportunity to receive the services of your organization.

At about 10:30pm my wife took a fall in the cabin of our friends,, and broke her hip. She was in extreme pain when we called 911. In just minutes (10-15) your men arrived and began treatment. They were very professional and communicated with each other like a team that has been working together for years.

They got her stabilized, wrapped in your inflatable body support and had her on her way.

These are four gentlemen that your organization should be very proud of. Again, please relay my appreciation for the way they did their job.

My friends and I are retired Sergeants from the Milpitas Police Dept. we have all seen a lot. We all agreed that your crew was one of the best we have encountered.

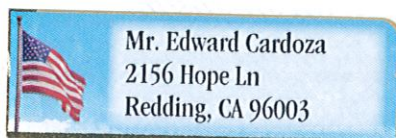
With great appreciation:


Ed Cardoza

RECEIVED

MAY 28 2019

Ebbetts Pass Fire District



RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EBBETTS PASS FIRE PROTECTION DISTRICT

RESOLUTION No. 2019 – 3
RESOLUTION DECLARING CERTAIN ITEMS OWNED AS SURPLUS

WHEREAS, the Ebbetts Pass Fire District owns the items listed below:

1979 Howe Type 1 Fire Engine VIN: D80QVEG9501

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, the Board of Directors of the Ebbetts Pass Fire District hereby resolves, finds and declares as follows:

1. The above-listed equipment is hereby declared surplus.
2. The Fire Chief shall determine if said items have value and is authorized to trade, sell, or otherwise dispose of said items.

Passed and adopted by the Ebbetts Pass Fire District of the County of Calaveras, State of California this 18th day of June 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President
Board of Directors

Secretary
Board of Directors

BOARD OF SUPERVISORS, COUNTY OF CALAVERAS
STATE OF CALIFORNIA
May 28, 2019

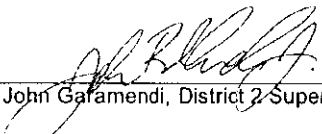
Resolution
No. 20190528r061

**RESOLUTION DECLARING THE RESULTS OF THE
CANVASS FOR THE EBBETTS PASS FIRE PROTECTION
DISTRICT SPECIAL TAX ELECTION HELD ON MAY 7,
2019**

WHEREAS, the election results for the Ebbetts Pass Fire Protection District Special Tax Election held on May 7, 2019, have been presented to the Board of Supervisors by the Calaveras County Clerk, Rebecca Turner, following the canvass of said election; and

NOW THEREFORE BE IT RESOLVED, that the canvass of returns of the Special Tax Election held on May 7, 2019, including the official statement of all votes cast, as delineated in Exhibit A attached hereto is hereby accepted;

BE IT FURTHER RESOLVED, that Measure "A" listed in Exhibit B attached hereto and made a part hereof was approved by two-thirds (2/3's) of the voters of the District voting upon said Measure.


John Garamendi, District 2 Supervisor 5/28/2019

ATTEST


Rebecca Turner, Clerk-Recorder 5/28/2019



STATE OF CALIFORNIA }
 } ss
COUNTY OF CALAVERAS }

CERTIFICATE OF FACTS

I, Rebecca Turner, Registrar of Voters of the County of Calaveras, State of California, do hereby certify that in pursuance of Section 15301 of the elections code, I did canvass the returns of votes cast for the Ebbetts Pass Fire Protection District Special Tax Election held on Tuesday, May 7, 2019, submitted to the vote of the voters, and the Statement of the Vote Cast to which this certificate is attached is a true and correct statement of the results of the votes at the Special Tax Election, held on Tuesday, May 7, 2019.

And, that the conduct of the election and canvass of the ballots was in every respect in accordance with the election laws of the State of California.

WITNESS MY HAND AND SEAL THIS 16th DAY OF MAY, 2019.



A handwritten signature in cursive script, reading "Rebecca Turner".

Rebecca Turner, Clerk-Recorder/Registrar of Voters
County of Calaveras

EXHIBIT A

STATEMENT OF VOTES CAST AT
THE EBBETTS PASS FIRE PROTECTION DISTRICT
SPECIAL TAX ELECTION
HELD ON MAY 7, 2019

CALAVERAS COUNTY
STATE OF CALIFORNIA

	VOTES	PERCENT
PRECINCTS COUNTED (OF 1)	1	100.00
REGISTERED VOTERS - TOTAL	4,079	
BALLOTS CAST - TOTAL	2,145	
VOTER TURNOUT - TOTAL		52.59

EBBETTS PASS FIRE PROTECTION DISTRICT MEASURE A
VOTE FOR 1

(WITH 1 OF 1 PRECINCTS COUNTED)		
YES	1,795	83.72
NO.	349	16.28
Total	2,144	
Over Votes	0	
Under Votes	1	

EXHIBIT B

STATEMENT OF VOTES CAST AT
THE EBBETTS PASS FIRE PROTECTION DISTRICT
SPECIAL TAX ELECTION HELD ON MAY 7, 2019

As a result of the canvass the following measure did pass with the required two-thirds (2/3) of the votes cast.

EBBETTS PASS FIRE PROTECTION DISTRICT
MEASURE A

To sustain the Ebbetts Pass Fire District Paramedic Engine and Station 3 Ambulance programs, shall the measure adding a special tax of \$134.00 per improved property with a \$6.28 annual increase for the first ten years and \$43.00 per unimproved property with a \$2.42 annual increase for the first ten years, without expiration, generating \$1,254,107-\$1,852,800 in revenue and increasing the District's appropriations limit equal to revenue received for the next four years, be adopted?

YES

1,795

NO

349

PG&E TO MANTECA: PREPARE FOR POWER TO BE CUT TO ALL OF CITY FOR UP TO 5 DAYS

DENNIS WYATT

Manteca Bulletin

Updated: May 22, 2019, 1:14 a.m.

Manteca is scrambling to get an emergency plan in place after being told by PG&E they will cut off electricity to the entire city for up to five days when conditions in high risk areas in the Sierra in Calaveras and Tuolumne counties warrant it during the upcoming wildfire season.

Manteca Fire Chief Kyle Shipherd advised the City Council Tuesday PG&E contacted the city to tell them the transmission line that serves Manteca will be de-energized for up to five days when high winds and conditions make the start of destructive wildfires more likely. Had the policy — in response to the November fire in Butte County that killed 85 people and burned 14,000 homes as well as 5,000 additional structures that the company concedes, and state fire officials contend, improperly maintained power lines triggered — been in place for the past two years Manteca would have experienced three complete blackouts ranging from one to five days.

The warning is also being issued to other valley cities that are far from wildfire prone areas but are along transmission lines that serve such areas.

Medical equipment

to keep people alive

is a high priority

Among the top priorities is the establishment of charging stations at the city's four fire stations for Manteca residents that rely on powered medical equipment to stay alive. Shipherd said the department will need to establish additional charging stations as the ones already in place are expected to be inadequate to handle the expected demand for medical equipment backup battery recharging.

Public Works Director Mark Houghton noted the city has backup generators capable of keeping the wastewater treatment plant operating as well as the municipal water wells. The city relies on a combination of treated surface water and well water.

But if the power is cut off during a hot spell and people resort to going outside and using water to cool off, it could create a major strain on the system and send water supplies precariously low as happened during a 12-hour electricity outage that impacted Northern California and a number of western states for 12 hours some 15 years ago in the middle of a 110-degree heat wave. And while South San Joaquin Irrigation District has water storage tanks it is not clear how much capacity of the surface water treatment plant could be kept going by solar power and backup

More than 42,000 people were without power for two days last October in the foothills east of Sacramento. Several grocery stores lost all of their produce, meat, dairy products, and frozen foods.

Since the October outage was during the school year, a number of school districts cancelled classes. A similar situation in Manteca would impact at least the Manteca and Lathrop campuses of the Manteca Unified School District impacting more than 20,000 students plus 2,000 staff members.

The universal power cutoff would also hit employment centers. Perhaps the companies facing the biggest threats would be Lineage Refrigeration Services with more than 350,000 square feet of cold storage as well as the 20,000 square-foot Dryers Ice Cream storage structure in Spreckels Park. Five days without electricity could jeopardize their ability to keep hundreds of thousands of dollars in frozen goods.

Such outages would also impact rural residents and farms that rely on pumps to operate water wells.

City Manager Tim Ogden noted the situation would seem strange at best given Manteca residents would not be able to see flames and likely not even smoke in the distance as no wildfire may be sparked just as what happened when PG&E de-energized power lines to select areas in October.

Ogden said the city likely would not post tips on what to do on the city website but instead refer residents to the PG&E website. That's because while the city would have to deal with the consequences, the entire situation is being created by PG&E.

PG&E warns Manteca

customers to be prepared

PG&E is advising those in areas prone to decisions to de-energy power lines to avoid wildfires that now includes all of Manteca to create an emergency supply kit with enough supplies to last up to a week. That includes:

Setting aside one gallon of drinking water per person per day.

Non-perishable food that is easy to prepare without power.

Non-electric can opener along with forks, spoons, and knives.

Adequate baby and pet food if a household has either.

Flashlights (Do not use candles.)

At least two extra sets of batteries.

- Existing Fence
- Ground Grid
- Redloser
- Transformer
- Generator
- Temp. Fence
- To Distribution
- Fuel Container

Scale: 0.59" = 20'



