

Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING

**Tuesday, April 16, 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: 03/19/19 Regular Ebbetts Pass Board Meeting
 - 3.2. Acceptance of March 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)

NOTICE OF REGULAR MEETING – continued

April 16, 2019

5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. **California Public Employees' Retirement System:** Encourage Employees to Purchase Service Credit Early in Their Career
 - 5.2. **Calaveras County Board of Supervisors:** Notice of Public Hearing
 - 5.3. **Calaveras Enterprise:** Article "Ebbetts Pass Fire District holds Measure A town hall
 - 5.4. **Policy Review:**
 - 5.4.1. Enter 30-day Review Period:
Policy 6320 Personnel – Position Description: Paid Fire Captain
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

February 19, 2019

SUBJECT TO APPROVAL

1. The meeting was called to order at 9:05 A.M. by President Jon Dashner and the Pledge of Allegiance was recited. Directors present: Mike Barr, Denny Clemens, Jon Dashner, and Thomas Sullivan. Scott McKinney was absent.

District personnel present: Fire Chief Mike Johnson, Cheryl Howard
Battalion Chief Matt O'Donnell, Captain Pete Ryan
Engineers Jim Eaves, Eric Griffiths
Firefighters Dan Bredbenner, Nate Attaway

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

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Dashner & McKinney)

Chief Johnson reviewed District finances noting the next Teeter allotment would be in April. He noted that the stall was keeping an eye on the finances with non-essential items not being obtained. Mr. Clemens asked if the County anticipated property tax growth this year and Chief Johnson responded that the Districts are often not notified of this until after the beginning of the next fiscal year.

- 4.2. Personnel Committee (Directors McKinney & Sullivan)

No meeting.

- 4.3. Fire Prevention Committee (Directors Clemens & Sullivan)
Chief Johnson reported Joan Lark's annual lot cleaners meeting was to be held next Wednesday, March 27th.
- 4.4. Apparatus/Equipment Committee (Directors Clemens & Sullivan)
No meeting.
5. Scheduled Items:
 - 5.1. Special District Risk Management Authority: 2019-20 Workers Comp Premium
Chief Johnson reported the rate change which was estimated to be an increase of \$24,804.
 - 5.2. State of California-Dept. of Health Care Services: IGT 2017-18 Rate Range
Chief Johnson reported that within the next week approximately \$53,000 would be transferred to be held to show good faith in order to receive the Inter-Governmental Transfer (IGT) of funds.
 - 5.3. Calaveras Enterprise Articles
The Board members commented about the two articles in the Calaveras Enterprise.
6. **REPORTS**
 - 6.1. Administrative Report
Chief Johnson noted he would be actively giving Measure A factual information over the next month with several events already scheduled. Advocacy for the measure remains active through the association and with only 51 days to ballot count a lot of work was ahead. He added that he was very proud of the work the personnel were doing for the District.
 - 6.2. Legislative Report
Chief Johnson reported there had been a meeting at the County planning for a Fire Marshal with representatives from county fire districts. He added that agreement for the Calaveras County Fire JPA was still under review by several district boards. He then gave information on a couple of spot bills for some EMS reform and regarding the standard of ambulance response time.
 - 6.3. Administrative - EMS
Chief Johnson reported that MVEMSA are putting together a Request for Proposal for ambulance zones for bid in June 2020.
7. **COMMENTS, QUESTIONS, CONSIDERATIONS**
 - 7.1. Board Members – Mr. Sullivan noted that there was great teambuilding going on within the District. Mr. Dashner commented that the recent response for a structure fire near him was impressive and noted that it seemed more like a training than an actual event with the smoothness of the mutual aid response.

- 7.2. Firefighters Association – Dan Bredbenner thanked the volunteers and staff for the work toward Measure A and thanked everyone that helped during the recent Alisa Ann Rusch Burn Foundation ski weekend.
- 7.3. Employees' Group – Jim Eaves noted his appreciation for everyone sharing information with people throughout the District.
- 7.4. Public Comments – None
8. **ADJOURNMENT**
Mr. Sullivan made a motion to adjourn. Mr. Barr seconded; motion passed 4-0.
10:02 A.M.

Respectfully submitted,



Cheryl Howard
District Secretary

**County of Calaveras
General Ledger Summary
Balance Sheet Accounts
As of 3/31/2019**

Fund 2290 Ebbetts Pass Fire

<u>Object Code</u>	<u>Object Description</u>		<u>Balance</u>
<u>Assets</u>			
1006	Cash in Treasury	22900000	(472,608.18)
1007	Outstanding Checks	22900000	(2,785.00)
1016	Imprest Cash	22900000	40,000.00
Total Assets			<u>(\$435,393.18)</u>
<u>Liabilities</u>			
2002	Accounts Payable	22900000	1,163.60
2002	Accounts Payable	22900010	(1,163.60)
2009	Sales Tax Payable	22900010	71.94
2091	Accts Payable - Staledated Cks	22900010	4,481.03
Total Liabilities			<u>\$4,552.97</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			\$2,550,074.01
Year-to-Date Expenditures			\$3,366,577.89
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>(\$439,946.15)</u>
Total Liabilities and Fund Equity			<u>(\$435,393.18)</u>

REVENUE ACCOUNT SUMMARY SHEET - Mar 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	1110332.84	57%
Administrative Fee (SB2557)	4013	(39,444)	0.00	0.00	0%
Unitary Tax	4015	44,633	0.00	22869.17	51%
Supplemental Tax - Current Secured	4017	13,902	0.00	20671.01	149%
Property Tax - Current Unsecured	4020	30,216	0.00	25924.69	86%
Supplemental Tax - Current Unsecured	4027	504	0.00	997.27	198%
Prior Unsecured Taxes	4040	1,095	0.00	183.44	17%
Transient Occupancy Taxes	4072	-	6270.21	17,239.86	
Interest	4300	-	0.00	-5710.80	
State Grants	4455	-	0.00	0.00	
HOPTR	4463	23,989	0.00	3259.60	14%
Timber Tax	4465	-	0.00	5707.73	
State Aid for Public Safety	4472		0.00	11,830.83	
Grant	4505	-	0.00	0.00	
Reimbursement - Personnel	4542	30,000	0.00	26208.29	87%
Reimbursement - Equipment	4543	5,000	0.00	1,193.22	
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	
Other Refund - Prior Year Taxes	4684	-	0.00	0.00	
Training Fees	4689	-	425.00	4025.00	
Gifts/Donations	4707	-	0.00	1950.00	
Refund - Misc.	4708	-	207.65	3500.51	
Staledated Checks	4710	-	0.00	0.00	
Other Revenue	4712	-	1680.96	14824.74	
Miscellaneous Revenue	4713	500	0.00	0.00	
Refunds - Insurance	4743	-	0.00	483.61	
Sale of Surplus Property	4800	-	0.00	5400.00	
Total		2,083,667	8,583.82	1270906.01	61%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
EMS/Paramedic Program					
Special Tax	4077	362,276	0.00	198442.72	55%
Refunds - Insurance	4743	-	0.00	0.00	
Total		362,276	0.00	198442.72	55%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Station 3 AMBULANCE A					
Special Tax	4077	829,213	0.00	454205.23	55%
Other Programs - State (GEMT)	4479	9,000	-	0.00	0%
State Other Aid (IGT)	4580	65,000	0.00	0.00	0%
EMS Transport Revenue	4660	700,000	36,607.51	645396.55	
Transient Occupancy Taxes	4072	16,743	0.00	0.00	0%
State Aid for Public Safety (Prop 172)	4472	19,111	0.00	0.00	0%
Refunds - Insurance	4743	-	0.00	0.00	
Total		1,639,067	36607.51	1099601.78	67%

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - MAR 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001.1-					
Salaries/Wages	-.001	1,008,250	76,892.57	712,994.69	295,255.31	71%
Extra Hire	-.002	10,000	0.00	0.00	10,000.00	0%
Extra Hire - Intern	-.003	40,000	2,472.30	26,307.65	13,692.35	66%
ST/TF FF Payments	-.004	30,000	0.00	6,941.72	23,058.28	23%
Volunteer FF Relief	-.005	40,000	0.00	4,585.06	35,414.94	11%
Retirement	-.050	177,354	14,626.39	132,085.53	45,268.47	74%
Group Insurance	-.055	194,450	16,138.85	159,981.22	34,468.78	82%
Uniform Allowance	-.062	3,600	0.00	2,809.78	790.22	78%
SERVICES & SUPPLIES	5111.1-					
Safety Clothing	-.111	10,000	88.18	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	0.00	93.14	6,906.86	1%
Communications-Phone	-.124	12,000	735.29	10,055.78	1,944.22	84%
Food - Fire Line Meals	-.131	1,200	0.00	856.80	343.20	71%
Housekeeping	-.141	8,000	987.97	7,167.18	832.82	90%
Insurance-Prop/Liability	-.151	12,000	0.00	12,000.00	-	100%
Insurance-Workers Comp	-.153	70,853	0.00	97,816.37	(26,963.37)	138%
Maintenance-Apparatus	-.181	37,550	1,669.19	57,405.20	(19,855.20)	153%
Maintenance-Utilities	-.182	8,250	1,898.15	9,529.01	(1,279.01)	116%
Building Maintenance	-.201	16,100	0.00	15,113.16	986.84	94%
Emergency Care/Rescue	-.211	1,275	0.00	0.00	1,275.00	0%
Memberships	-.221	7,055	175.00	7,390.00	(335.00)	105%
Office Expense	-.241	12,050	109.50	4,932.42	7,117.58	41%
Office Expense-Postage	-.243	1,000	101.00	697.51	302.49	70%
Office Expense-Copies	-.245	1,500	94.03	1,024.07	475.93	68%
Professional Services	-.271	27,000	3,947.85	32,882.55	(5,882.55)	122%
Small Tools/FF Equipment	-.401	13,000	131.78	7,902.71	5,097.29	61%
Small Tools-Hose/SCBA	-.402	9,000	0.00	3,049.29	5,950.71	34%
Special District Expense	-.411	17,000	32.65	16,206.54	793.46	95%
SDE--Health Maintenance	-.412	4,000	5.59	485.59	3,514.41	12%
Training	-.422	5,000	130.50	3,365.86	1,634.14	67%
Travel/Education	-.478	9,000	690.00	1,807.56	7,192.44	20%
Transportation Fuel	-.480	20,000	1,341.10	14,072.45	5,927.55	70%
Utilities - Water/Sewer	-.501	10,280	1,648.22	8,094.19	2,185.81	79%
Utilities - Electrical	-.504	13,500	928.48	7,696.73	5,803.27	57%
Utilities - Propane	-.505	17,150	4,462.85	14,865.53	2,284.47	87%
LAFCO Fee	5627	2,797	0.00	2,796.82	0.18	100%
FIXED ASSETS						
Building Fund: Structures	5640	211,698	0.00	105,848.61	105,849.39	50%
Equipment	5701	-	0.00	0.00	-	
Fire Operation Fund Totals		2,074,912	129,307.44	1,490,735.48	584,176.52	72%

CHECKS ISSUED LISTING - MAR 2019 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5001.1.001: SALARIES			
15118, 15178	Payroll / Statutory Elective Withholding		69,686.88
15118, 15178	Paychex Fee	employer cost	230.17
1065908, 1066421	PARS	EE withholding	0.00
15119, 15179	EPFF Local #3581	dues and meals withholding	780.00
	PERS	EE portion	4,308.32
	PERS	ER paid EE portion	1,887.20
5001.1.002: EXTRA HIRE			<i>none issued</i>
5001.1.003: EXTRA HIRE - SPECIAL			
15118, 15178	Payroll / Statutory Elective Withholding		2,289.53
1065908, 1066421	PARS	EE withholding	182.77
5001.1.004: Expenditure: ST/TF Firefighter Payment			<i>none issued</i>
5001.1.005: Expenditure: Volunteer Firefighter Payment			
15118, 15178	Payroll / Statutory Elective Withholding		0.00
1065908, 1066421	PARS	EE withholding	0.00
	PARS	Trust Administration	
5001.1.050: RETIREMENT (PERS)			
	PERS	Employer Portion 02-2019-2	3,095.34
	PERS	Employer Portion 03-2019-1	3,095.34
	PERS	Employer Unfunded Liab. - Mar	4,815.71
5001.1.055: GROUP INSURANCE			
13171, 13283	Supplemental Life Premium Withholding		-76.60
1066281	FDAC-EBA	vision/dental/life premium	1,310.35
1066285	SDRMA-Employee Benefit Service - medical premium		14,030.10
1066282	Hometown Health	BC medical premium	875.00
5001.1.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.1.111: SAFETY CLOTHING			
1066084	Ebbetts Pass Lumber Co	ice cleats, gloves	88.18
5111.1.115: SAFETY EQUIPMENT			<i>none issued</i>

CHECKS ISSUED LISTING - MAR 2019 FIRE OPERATIONS

5111.1.121: COMMUNICATIONS: RADIOS

none issued

5111.1.124: COMMUNICATIONS: TELEPHONE

1066276 AT&T Local	Sta. 2 monthly charges	187.42
1066276 AT&T Local	Sta. 4 monthly charges	202.79
1066279 Comcast	Sta. 1 monthly service	345.08
Comcast	Sta. 2 monthly service	0.00
Verizon Wireless	monthly service	0.00

5111.1.131: FOOD/FIRE LINE MEALS

none issued

5111.1.141: HOUSEHOLD EXPENSE

1066084 Ebbetts Pass Lumber Co	cleaning items	146.77
1066275 AmeriPride Service	towel service	168.34
1066277 CA Waste Recovery Systems	trash removal	187.36
1066085 Sierra Janitorial Supply	cleaning supplies, TP, PT	485.50

5111.1.151: INSURANCE: PROPERTY/LIABILITY

none issued

5111.1.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.1.181: MAINTENANCE: APPARATUS

1066082 Arnold Auto Supply	U1002: healight; min. light	33.22
1066284 Mello Transmission Co	U1005: inspection/service	1,635.97

5111.1.182: MAINTENANCE: UTILITIES

1066082 Arnold Auto Supply	U3013: fuel pump	30.02
1066084 Ebbetts Pass Lumber Co	quick links	7.82
1066086 US Bank	U3020: hose, clamp; repair intercooler	1,860.31

5111.1.201: BUILDING & GROUNDS MAINTENANCE

none issued

5111.1.211: EMERGENCY CARE

none issued

5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS

1066086 USBank: NFPA	dues	175.00
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5111.1.241: OFFICE EXPENSE

1066086 US Bank: Calaveras Enterprise	subscription	35.00
1066086 US Bank	online backup, spam blocker	74.50

5111.1.243: OFFICE EXPENSE: POSTAGE

1066086 US Bank	postage	101.00
JE Calaveras Co.	checks postage (Feb & Mar)	

CHECKS ISSUED LISTING - MAR 2019 FIRE OPERATIONS

5111.1.245: OFFICE EXPENSE: COPIES

1066288 Zoom Imaging Solutions	copier maintenance	94.03
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5111.1.271: PROFESSIONAL SERVICES

15156 Nossaman LLP	legal services	3,947.85
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5111.1.401: SMALL TOOLS/FF EQUIPMENT

1066084 Ebbetts Pass Lumber Co	ext. cord, plug	60.78
1066086 US Bank	bench grinder	71.00

5111.1.402: SMALL TOOLS: HOSE / SCBA *none issued*

5111.1.411: SPECIAL DISTRICT EXPENSE

1066086 US Bank (SAMBA)	EPN reporting	32.65
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5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

1066084 Ebbetts Pass Lumber Co	fuse for treadmill	5.59
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5111.1.422: TRAINING

1066084 Ebbetts Pass Lumber Co	board, tube, clamp, hose	43.50
1066086 US Bank	EMT renewal fee	87.00

5111.1.478: TRAVEL/EDUCATION/TRAINING

1066086 US Bank: FDAC	registration Ann Conf	690.00
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5111.1.480: TRANSPORTATION FUEL

1065212 Ebbetts Pass Gas Service	fuel	2,166.24
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5111.1.501: UTILITIES: WATER/SEWER

1066083 CCWD	water/sewer	1,648.22
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5111.1.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	928.48
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5111.1.505: UTILITIES: PROPANE

1066280 Ebbetts Pass Gas Service	propane	4,462.85
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5640 F: STRUCTURES *none issued*

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - Mar 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	289,462	28,838.33	254,906.21	34,555.79	88%
Retirement	-.050	70,850	6,173.47	54,293.15	16,556.85	77%
Group Insurance	-.055	83,130	6,353.97	62,250.91	20,879.09	75%
Uniform Allowance	-.062	1,200	0.00	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	50.00	451.64	163.36	73%
Housekeeping	-.141	1,900	261.54	1,113.52	786.48	59%
Insurance-Prop/Liability	-.151	2,250	0.00	2,250.00	-	100%
Insurance-Workers Comp	-.153	17,828	0.00	17,050.00	778.00	96%
Maintenance-Apparatus	-.181	1,900	0.00	1,729.14	170.86	91%
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	6.00	56.07	643.93	8%
SDE--Health Maintenance	-.412	3,000	0.00	127.00	2,873.00	4%
SDE--Administration Fee	-.413	-	0.00	0.00	-	#DIV/0!
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	723.59	4,848.20	1,651.80	75%
SPECIAL TAX HANDLING FEE	5411	3,623		1,809.98	1,813.02	50%
Engine Paramedic Program Totals		494,586	42,406.90	403,793.57	90,792.43	82%

CHECKS ISSUED LISTING - MAR 2019 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5001.2.001: SALARIES			
15118, 15178	Payroll / Statutory Elective Withholding		26,548.67
15118, 15178	Paychex Fee	employer cost	76.84
1065908, 1066421	PARS	EE withholding	0.00
15119, 15179	EPFF Local #3581	dues and meals withholding	390.00
	PERS	EE portion	1,012.67
	PERS	ER paid EE portion	810.15
5001.2.050: RETIREMENT (PERS)			
	PERS	Employer Portion 02-2019-2	1,827.56
	PERS	Employer Portion 03-2019-1	1,739.87
	PERS	Employer Unfunded Liab. - Mar	2,606.04
5001.2.055: GROUP INSURANCE			
13171, 13283	Supplemental Life Premium Withholding		0
1066281	FDAC-EBA	vision/dental/life premium	528.75
1066285	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			
1048569	Interstate All Battery Center	HT batteries (grant)	154.44
1048572	Power Works (Tower Works)	HT spker mic, case, mic (grant)	802.13
5111.2.124: COMMUNICATIONS: TELEPHONE			
1066279	Comcast	monthly service	50.00
	Verizon Wireless	monthly service	
5111.2.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.2.141: HOUSEHOLD EXPENSE			
1066278	AmeriPride Service	towel service	67.34
1066085	Sierra Janitorial Supply	cleaning supplies, TP, PT	194.20

CHECKS ISSUED LISTING - MAR 2019 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: APPARATUS	<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	
1066086 US Bank (SAMBA)	EPN reporting 6.00
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	
1049039 Chuck Hatcher	reimburse medical renewal 200.00
5111.2.478: TRAVEL/EDUCATION/TRAINING	<i>none issued</i>
5111.2.480: TRANSPORTATION FUEL	
1066280 Ebbetts Pass Gas Service	fuel 723.59

STATION 3 A ACCOUNT SUMMARY SHEET - Mar 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	1,041,835	71,322.67	765,814.14	276,020.86	74%
Retirement	-.050	196,735	16,375.94	148,627.87	48,107.13	76%
Group Insurance	-.055	284,870	20,754.65	196,091.13	88,778.87	69%
Uniform Allowance	-.062	4,800	0.00	4,600.00	200.00	96%
SERVICES & SUPPLIES	5111					
Safety Clothing	-.111	11,890	0.00	851.71	11,038.29	7%
Safety Equipment	-.115	2,250	0.00	126.10	2,123.90	6%
Communications-Radios	-.121	4,500	550.24	882.02	3,617.98	20%
Communications-Phone	-.124	3,325	0.00	1,827.34	1,497.66	55%
Food - Fire Line Meals	-.131	400	0.00	32.65	367.35	8%
Housekeeping	-.141	4,624	464.88	3,016.87	1,607.13	65%
Insurance-Prop/Liability	-.151	9,000	0.00	9,000.00	-	100%
Insurance-Workers Comp	-.153	60,210	0.00	43,670.06	16,539.94	73%
Maintenance-Ambulances	-.183	31,250	888.36	22,348.03	8,901.97	72%
Building Maintenance	-.201	5,000	0.00	718.71	4,281.29	14%
Emergency Care/Rescue	-.211	30,000	4,888.72	31,810.08	(1,810.08)	106%
Memberships	-.221	150	0.00	0.00	150.00	0%
Office Expense	-.241	1,800	0.00	761.61	1,038.39	42%
Office Expense - Copies	-.245	105	0.00	95.78	9.22	91%
Professional Services	-.271	59,640	975.00	36,707.65	22,932.35	62%
Small Tools/FF Equipment	-.401	6,000	0.00	1,425.11	4,574.89	24%
Small Tools-Hose/SCBA	-.402	1,050	0.00	0.00	1,050.00	0%
Special District Expense	-.411	13,136	175.44	8,398.87	4,737.13	64%
SDE--Health Maintenance	-.412	3,000	0.00	1,281.43	1,718.57	43%
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	1,331.20	14,938.93	(3,938.93)	136%
Utilities - Water/Sewer	-.501	900	125.57	975.29	(75.29)	108%
Utilities - Electrical	-.504	1,900	164.14	1,326.23	573.77	70%
Utilities - Propane	-.505	5,000	696.90	1,947.20	3,052.80	39%
BANK CHARGES - Lockbox Account	5403	1,800	0.00	832.43	967.57	46%
SPECIAL TAX HANDLING FEE	5411	8,276	0.00	4,142.84	4,133.16	50%
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	0.00	23,163.28	27,013.72	46%
Fire Operation Fund Totals		1,905,670	118,713.71	1,352,797.19	552,872.81	71%

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

Check No.	PAID TO	PURPOSE	AMOUNT
5001.3.001: SALARIES			
15118, 15178	Payroll / Statutory Elective Withholding		63,205.22
15118, 15178	Paychex Fee	employer cost	307.38
1065908, 1066421	PARS	EE withholding	0.00
15119, 15179	EPFF Local #3581	dues and meals withholding	1,430.00
	PERS	EE portion	5,332.38
	PERS	ER paid EE portion	1,673.92
5001.3.050: RETIREMENT (PERS)			
	PERS	Employer Portion 02-2019-2	5,155.57
	PERS	Employer Portion 03-2019-1	5,139.58
	PERS	Employer Unfunded Liab. - Mar	6,080.79
5001.3.055: GROUP INSURANCE			
13171, 13283	Supplemental Life Premium Withholding		-130.5
1066281	FDAC-EBA	vision/dental/life premium	1,510.25
1066285	SDRMA-Employee Benefit Service - medical premium		19,374.90
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			
1066278	Columbia Communications	program radios on medic unit	550.24
5111.3.124: COMMUNICATIONS: TELEPHONE			<i>none issued</i>
	Comcast - Sta. 3	phone/internet monthly charges	
	Verizon Wireless	cell phone service	
5111.3.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.3.141: HOUSEHOLD EXPENSE			
1066275	AmeriPride Service	towel service	101.00
1066277	CA Waste Recovery Systems	trash removal	72.58
1066085	Sierra Janitorial Supply	cleaning supplies, TP, PT	291.30

CHECKS ISSUED LISTING - MAR 2019**STATION 3 A****5111.3.151: INSURANCE: PROPERTY/LIABILITY***none issued***5111.3.153: INSURANCE: WORKER'S COMPENSATION***none issued***5111.3.183: MAINTENANCE: AMBULANCES**

1066082 Arnold Auto Supply	capsules for amb units	13.94
1066084 Ebbetts Pass Lumber Co	quick links; utility pull	43.58
1066087 Arnold Automotive	U3504: seat belt	396.06
1066087 Arnold Automotive	U3506: change oi/filter	434.78

5111.3.201: BUILDING & GROUNDS MAINTENANCE*none issued***5111.3.211: EMERGENCY CARE**

1066081 Airgas	oxygen	1,043.65
1066283 Life Assist, Inc.	medical supplies	3,845.07

5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS*none issued***5111.3.241: OFFICE EXPENSE***none issued***5111.3.271: PROFESSIONAL SERVICES**

1066287 Wittman Enterprises	Feb 2019: 39 PCRs	975.00
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5111.3.401: SMALL TOOLS/FF EQUIPMENT*none issued***5111.3.402: SMALL TOOLS: HOSE / SCBA***none issued***5111.3.411: SPECIAL DISTRICT EXPENSE**

1066086 US Bank (SAMBA)	EPN reporting	24.00
1066286 Stericycle	medical waste disposal	151.44

5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE *none issued***5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE** *none issued***5111.3.422: TRAINING***none issued***5111.3.478: TRAVEL/EDUCATION/TRAINING***none issued***5111.3.480: TRANSPORTATION FUEL**

1066280 Ebbetts Pass Gas Service	fuel	1,331.20
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CHECKS ISSUED LISTING - MAR 2019**STATION 3 A****5111.3.501: UTILITIES: WATER/SEWER**

1066083 CCWD	water/sewer	125.57
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5111.3.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	164.14
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5111.3.505: UTILITIES: PROPANE

1066280 Ebbetts Pass Gas Service	propane	696.90
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5403 A: BANK CHARGES

JE WestAmerica Bank	lockbox account fee	\$143.86
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5411 A: SPECIAL TAX HANDLING FEE*none issued***5640 A: STRUCTURES***none issued***5701 A: EQUIPMENT***none issued***8001/5612 A: REFUNDS**

7515 Kaiser Permanente	refund overpayment	5,419.20
7515 Kaiser Permanente	refund overpayment	5,380.48
7515 Kaiser Permanente	refund overpayment	5,385.02
7514 Dept of Health Services	refund overpayment	192.04
7512 CA Health & Wellness	refund overpayment	77.09

http://www.calaverasenterprise.com/article_a8686766-5c75-11e9-b39c-0b7274381b56.html

HOT

Ebbetts Pass Fire District holds Measure A town hall

By Charity Maness | charity.calent@gmail.com Apr 11, 2019



Dozens of local residents were in attendance at the Ebbetts Pass Fire District town hall meeting focused on Measure A at the Independence Hall in Arnold Wednesday evening.

Enterprise photo by Charity Maness

Residents within the Ebbetts Pass Fire District (EPFD) filled Independence Hall in Arnold on the evening of April 10 to learn more about the district's ballot Measure A.

Measure A will cost an additional \$134 per (improved lot) household each year for the district to fully fund the Advanced Life Support Programs and ensure their sustainability, replace and/or update outdated and/or ineffective safety equipment, and to add three firefighter paramedics – one per shift

– to aide in emergency response in their 225-square-mile district.

EPFD Chief Mike Johnson hopes the measure will pass so that they can “make the district whole and operate at 100 percent, responding to all hazards, all risks, all the time,” with more manpower and upgraded equipment.

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“Ebbetts Pass Fire District will not go away, however, if it does not pass (by July) we will be forced to go to one ambulance,” Johnson said regarding the possibility of the measure not passing.

Ambulance service is provided at no out-of-pocket cost for service to residents as operation cost is included in the tax, and the district accepts whatever percentage a resident's insurance company pays in full.

In December 2018 the EPFD board held an open community meeting complete with a survey to gauge

the responsiveness of the community to a tax increase for increased personnel and services. The community response at the time was overwhelmingly positive, prompting the board to move forward with penning a ballot measure.

According to Johnson the board has held 11 informational meetings prior to Wednesday evening's meeting in hopes of informing the community about the measure, yet as the mail-in ballots began arriving in local post office boxes as early as Wednesday morning, Johnson hoped those with more questions would attend the town hall.

He was not disappointed.

“I want to find out how much this is going to cost and just what I'll be getting,” said Len Zavertrnik, a resident in the district. He also voiced concern over the financial implications to other seniors living on fixed incomes.

A handful of others in attendance also hoped to learn more, yet the majority polled seemed relatively knowledgeable about the measure and were there to support the fire district.

"I'm here supporting our fire department," said David Needham of Arnold. "It means a lot to us."

"I've seen what they have to offer and seen the benefit," said Steve Kapka of Avery. "I think strong emergency services are good for the community."

As the evening wore on, stories of the EPFD firefighters and paramedics' life saving skills and rapid responses were shared

Chuck, a resident identified only by his first name, told of the time EPFD responded to his home at 4 a.m. when his wife was horribly ill.

"It was an incredible response time. Sometimes I wonder why we're here, (at the meeting). Life is so much more important than money," he said, stating he owed the FD for 20 years more with his wife.

Pat Mantei of Camp Connell has benefitted from EPFD fire and paramedic services saying, "You've saved our home and our lives because of your rapid response."

According to Johnson the district has been able to make the 1998 paramedic flat tax and the 2004 ambulance service flat tax – both designed to last for seven to 10 years – last for 15 years. The district has done this by not backfilling positions, leasing equipment, writing grants, reducing overtime and "leveraging all of our resources."

The ballot measure needs to pass by 66.67% to be successful with mail-in ballots required to be postmarked by May 7 to be valid.

Ebbetts Pass Fire Protection District	Policy: 6320
Subject: Personnel - Position Description: Paid Fire Captain	Effective: 12/17/2012 Supersedes: 01/28/2008 To be Reviewed: 2015

Scope of Employment

Under the direction of the Fire Chief or his/her designee, the Fire Captain commands the activities of the paid engine company and the paid personnel assigned to his/her shift. As a member of the paid division of the Ebbetts Pass Fire District, it is the responsibility of the Paid Captain to apply diligence, and safely minimize losses associated with fire, to perform rescue operations, to treat and stabilize victims of medical emergencies and to demonstrate compassion, concern, understanding and patience for all citizens in every situation encountered.

During his/her assigned shift, the Fire Captain is also responsible for the supervision and direction of paid personnel as they perform routine duties and carry out assignments pertaining to apparatus maintenance, equipment and facility maintenance and other activities as may be assigned to the shift by the Fire Chief. The Fire Captain is also responsible for the completion of administrative and fire prevention assignments as assigned by the Fire Chief.

As a condition of employment, the Fire Captain shall maintain a level of physical fitness which allows him/her to adequately perform all activities related to the heat and stress of structural and wildland firefighting, performing rescues, providing emergency medical services, as well as activities related to the completion of assigned routine duties and project work.

As a condition of employment, the Paid Captain shall maintain currency as a certified EMT-1 and CPR or if previously certified as a licensed Paramedic, he/she shall maintain the Paramedic License, certification at the Hazardous Materials Operations Level, possess a valid California Class C with "F" Endorsement of higher Motor Vehicle Operator's license, and a satisfactory level of physical fitness as determined by the District's required biannual physical (under 40 years of age) and/or annual physical (over 40 years of age).

Duties and Responsibilities

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

1. Responds to alarms and commands the activities of the paid engine company ensuring that assigned personnel are appropriately dressed, adequately trained, and properly briefed to ensure the rapid, efficient, and effective mitigation of incidents.
2. The Paid Fire Captain often works as incident commander until relieved. As Incident Commander the Paid Fire Captain is called upon to make decisions as to the best method of performing rescues, extinguishing structural and wildland fires and extricating victims of vehicle accidents.

3. The Fire Captain assists in medical aids and rescues and directs the placement and size of hose lines, the placement of ladders, the ventilation of buildings, and may be required to perform and/or assist in the performance of all emergency operations.
4. The Paid Fire Captain directs the overhauling and securing of buildings following a fire to ensure there is no rekindle, preserves the scene and may perform or assist in fire investigations.
5. Supervises the cleaning of quarters, apparatus, and equipment.
6. Develops lesson plans and delivers training to personnel assigned to his/her shift.
7. Develops lesson plans and delivers training to volunteers when scheduled shift days fall on volunteer training night.
8. Maintains discipline and enforces District policies, SOPs, rules and regulations.
9. Completes ongoing shift work, project work, fire prevention activities, public education programs, and public service assistance as may be assigned by the Fire Chief.
10. Formally evaluates personnel assigned to his/her shift and recommends ways to improve knowledge, skills and abilities.
11. Keeps abreast of modern principles and practices of structural and wildland fire suppression.
12. Is responsible for writing incident reports, entering activities into the daily log and maintaining such records as required by District policies, procedures and administrative directives.
13. Occasionally acts as the District's duty officer in the absence of a chief officer.
14. Studies the location of streets, fire hydrants, sprinkler systems, and alarm systems.
15. Conducts inspections of commercial occupancies and becomes familiar with the floor plans, type of construction and hazards associated with each occupancy.
16. Drives and operates fire apparatus, snow plows, staff vehicles and utilities.
17. Assists with the scheduling of sick relief, vacation relief and call back as needed.
18. Greets and assists the public in a helpful positive manner.
19. Performs other projects/tasks/duties as may be assigned.
20. Assists in First Aid and CPR Instruction/Classes
21. Conducts public safety inspections, fire safety talks, and other public safety demonstrations as needed.

Skills/Knowledge/Experience:

- Knowledge of modern structural and wildland fire suppression, emergency medical care, rescue and fire prevention methods
- Ability to think clearly, adopt reasonable and effective courses of action, act quickly,

and give appropriate orders and directions under emergency conditions.

- Ability to effectively lead, supervise, maintain discipline, promote harmony, and cooperate with other officers and personnel
- Ability to prepare clear and concise incident reports
- Ability to interact with the public and promote a positive public image
- Knowledge, ability and experience in preparing and delivering training classes, drills and other training related activities
- Ability to establish and maintain effective relationships with others
- Ability to communicate effectively both orally and in written form

Qualifications for Appointment:

- High School Diploma or equivalent
- Completion of CSFTES Fire Officer Certification or equivalent
- EMT-1 and CPR or if previously certified as a licensed Paramedic, he/she shall maintain the Paramedic License
- ~~•~~ Class C with "F" Endorsement or higher license
- 4 years experience as a full-time paid firefighter
- ICS 100 or equivalent training/experience
- ICS 200 or equivalent training/experience
- Completion of EPFD Acting Captain Taskbook