

# Ebbetts Pass Fire District



## MINUTES

Board of Directors

April 30, 2018

APPROVED 05/15/2018

1. The meeting was called to order at 8:57 A.M. by President J. Scott McKinney and the Pledge of Allegiance was recited. Directors present: Denny Clemens, Jon Dashner, Dan Leary, Thomas Sullivan, and Scott McKinney.

District personnel present: Fire Chief Mike Johnson, Intern Paxton Fassbender  
Aaron Downing, Shea Buhler, Glenn Verkerk  
Eric Griffiths, Sean Bitner, Bryn Buhler

Others present: Michael Oliveira

Media present: none

2. **PUBLIC APPEARANCES/COMMENT** – Michael Oliveira

3. **CONSENT ITEMS**

- 3.1. Mr. Sullivan made a motion to approve Consent items 3.1 and 3.2. Mr. Clemens seconded. The motion passed 5-0 (AYES: McKinney, Leary, Clemens, Dashner, and Sullivan).

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Dashner & Leary)

Chief Johnson noted that this month the committee members discussed items such as preliminary budget, cost-of-living adjustment for the salary schedule, Transient Occupancy Tax, and ambulance billing provider status which all are agenda items for later in this meeting. Other items discussed were CalPERS unsecured liability increase and the fact the District currently has \$54,000 for IGT funds sitting at the State that we hope will soon have the matching funds drawn down from the federal government.

- 4.2. Personnel Committee (Directors Leary & Sullivan)  
Chief Johnson reported that we are anticipating our retired annuitant CalPERS hearing in June or possibly a continuation if our legal representatives have not received case statements from CalPERS thirty days in advance of the hearing date. No new injuries were reported for workers comp this past month. Acting Battalion Chief Rodney Hendrix is updating our Injury Illness Prevention Program.
  - 4.3. Fire Prevention Committee (Directors Clemens & Sullivan)  
Chief Johnson reported there had been no meeting in April.
  - 4.4. Apparatus/Equipment Committee (Directors Clemens & Sullivan)  
Chief Johnson stated that the information the committee discussed was placed later in the agenda.
5. Scheduled Items:
- 5.1. Transient Occupancy Tax (TOT) News Article from the Calaveras Enterprise:  
Calaveras County and City of Angels Camp look to increase TOT  
Chief Johnson noted that it looks as if the City of Angels Camp is considering increasing their TOT from 10% to 12% in addition to an increase to sales tax. The County is also looking at increasing their 6% TOT to 10% or 12% which would have to be placed on the local ballot. This is the first year that local fire districts are seeing any TOT revenue—currently 25% goes to local fire in an even split among the fire districts.
  - 5.2. Novato Fire District: Termination of Joint Powers Agreement for Ambulance Billing  
Our current ambulance billing service, Novato Fire District, is dissolving their service to all 16 agencies to which they currently are providing this service. District staff has begun the process to secure a new billing service that will meet our agency's needs. Chief Johnson noted that the District has enjoyed a great relationship with Novato Fire District since 2015.
  - 5.3. Department of Health Care Services: Ground Emergency Medical Transportation Program (GEMT) Overpayment for Fiscal Year Ending June 30, 2013  
Similar to the overpayment statement already received and paid earlier this year, Chief Johnson noted the District received another overpayment declaration by the Department of Health Care Services for our fiscal year 2012-13 GEMT program in the amount of \$15,747. Chief Johnson recommended that the District pay the requested amount of refund. There are many adjustments made to our current practice of GEMT submittals to avoid these overpayments currently and in the future. He noted one piece of relief is that the District received more in GEMT payment this year than had been budgeted which helps to offset this unforeseen reimbursement. Mr. Dashner made a motion to pay the reimbursement. Mr. Sullivan seconded; Motion passed unanimously 5-0 (AYES: McKinney, Leary, Clemens, Dashner, and Sullivan).

- 5.4. Cost of Living Adjustment: Salary Increase Proposal COLA for Fiscal Year 2018/19  
The Finance Committee had reviewed the likelihood of encumbering the fiscal responsibility of granting a 2.1% increase in the Salary Schedule--an increase of \$38,000 on base salary amount. The committee was now bringing it before the Board for approval. Mr. Dashner made a motion to approve the COLA increase of 2.1%. Mr. Leary seconded; motion passed unanimously 5-0. (AYES: Clemens, Dashner, Leary, McKinney, Sullivan).
- 5.5. Murphys Fire Protection District Letter of Appreciation for our District's Response and Assistance with a Commercial Structure Fire on March 15, 2018  
The Board members noted it was a very nice letter from the adjacent Murphys Fire District. Chief Johnson reported that the responding crew from Station 3 did a fantastic job of ventilating the roof which had been done with much difficulty. Later the on-duty battalion chief assembled personnel to assist further by responding in a utility vehicle. Chief Johnson noted that the District is happy to provide mutual aid especially as the District receives aid from Murphys FPD regularly.
- 5.6. Preliminary Budget Approval for Fiscal Year 2018-19  
Chief Johnson reported that it was again time to consider adopting a preliminary budget to cover the gap between July 1 and when we submit our final budget in September. He recommended the Board consider adopting the prior fiscal year budget as the preliminary budget. Mr. Leary made a motion to adopt the preliminary budget to be the same as the adopted fiscal year 2017-18 final budget. Mr. Dashner seconded; motion passed unanimously 5-0 (AYES: Clemens, Dashner, Leary, McKinney, Sullivan).
- 5.7. Ambulance Purchase: New Ambulance Contract to Build and Specification Details  
Engineer-Paramedic Glenn Verkerk presented information on the ambulance specifications, contract provisions, and how the purchase is made through the HGAC upon the Board's approval. Mr. Dashner made a motion to sign the contract for the purchase of the ambulance as presented. Mr. Sullivan seconded, motion passed unanimously 5-0 (AYES: Clemens, Dashner, Leary, McKinney, Sullivan).
- 5.8. Policies - Begin 30 Day Review
- 5.8.1. Policy 6130: Personnel – Vacation Time  
Chief Johnson reported that this change to the policy is mostly for a clarification of the vacation time accrual as an attempt to better define when an employee moves up to each higher accrual rate. Additionally, it has been proposed to strike out number 5 regarding the restrictions on when a captain and engineer assigned on a shift can be off at the same time. The Personnel Committee members recommended that the requirement be removed as it was an obsolete statement.
- 5.8.2. Policy 1070: Fire District Records: Computer Backup  
Chief Johnson noted that the proposed change was very basic as it changed the fire reporting system from our old provider to the latest one.

**6. REPORTS****6.1. Administrative Report**

Chief Johnson reported on his attendance at the FDAC Annual Conference noting that he had brought back information including ambulance billing referrals from other fire districts, cancer in the fire service as the number one killer of firefighting staff and some methods to help avoid our exposure to carcinogens. He reported that Matt O'Donnell had our staff complete an air consumption drill this month which had been very successful and provided a baseline for our staff to use for fireground operations regarding how long an SCBA bottle lasts per individual.

**6.2. Legislative Report**

Chief Johnson reported that there is a proposed new law that will combine GEMT and IGT along with possibly paving the way for charging first responder fees. He noted this will be a valuable bill to support if it goes to the Governor's office. He also reported another item is the push for local government funding to pre-position equipment ahead of wildfire starts in the state with discussions currently underway between the FDAC, Cal Chiefs, and the State could bring \$100 million to fund the program.

**6.3. Fire Prevention**

Chief Johnson noted issuance of burn permits was underway for this year and Joan Lark has been working extra hard on the unimproved lot inspections. He added Joan Lark had focused on a recent incident of a tree that fell on a house in Forest Meadows from the old golf course grounds. He noted the Wildfire Preparedness Day is happening at Independence Hall on Saturday, May 5<sup>th</sup> from 0900 – 1200.

Chief Johnson also noted that he had invited the new OES person, Michelle Patterson, to the District to discuss the county-wide fire evacuation plan. He added that CalFIRE, CHP and Sheriff's Office will also be attending.

**6.4. Administrative - EMS**

Chief Johnson noted had been already covered earlier in the agenda.

**7. COMMENTS, QUESTIONS, CONSIDERATIONS**

7.1. Board Members – Each member gave positive feedback and expressed thanks towards the EPFFA and the on-duty crew.

7.2. Firefighters Association – A thank you to the Directors along with thanks to the Arnold Angels for all the hard work done to help the Association.

7.3. Employees' Group – Battalion Chief Downing thanked the members for agreeing on the ambulance build, and then thanked Mr. Oliveira for coming to the meeting.

- 7.4. Public Comments – Mr. Oliveira talked about tree mortality and how the State as well as CalFIRE are trying to do something about it. He commended Ebbetts Pass Fire District for all its hard work.

8. **ADJOURNMENT**

Mr. Leary made a motion to adjourn. Mr. Dashner seconded; motion passed unanimously.  
10:06 am.

Respectfully submitted,

Paxton Fassbender  
Acting Secretary