

AGENDA  
EL DORADO HILLS COUNTY WATER DISTRICT  
(FIRE DEPARTMENT)  
BOARD OF DIRECTORS  
SEVEN HUNDRED FIFTY SEVENTH MEETING  
Thursday, March 16, 2017  
6:00 p.m.  
(1050 Wilson Blvd., El Dorado Hills, CA)

- I. Call to Order and Pledge of Allegiance
- II. Consent Calendar (All matters on the Consent Calendar are to be approved by one motion unless a Board member requests separate action on a specific item.)
  - A. Approve Minutes of the 756th Board meeting held February 16, 2017
  - B. Approve Financial Statements for February 2017

End Consent Calendar
- III. Oral Communications
  - A. EDH Professional Firefighters
  - B. EDH Firefighters Association
  - C. Latrobe Advisory Committee
  - D. Any person wishing to address the Board on any item that is not on the Agenda may do so at this time. No action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three minutes per person and twenty minutes for all comments unless otherwise authorized by the Board.
- IV. Correspondence
  - A. Letter from Richard Ross
- V. Attorney Items
- VI. Committee Reports
  - A. Administrative Committee (Directors Durante and Hartley)
    - 1. **Closed Session** pursuant to Government Code Section 54957(b)(1); Public Employee Performance Evaluation; Title: Fire Chief David Roberts
  - B. Finance Committee (Directors Giraudo and Winn)
  - C. Ad Hoc Committee Reports
    - 1. Strategic Planning Committee (Directors Hus and Giraudo)
    - 2. Communications Committee (Directors Durante and Winn)
    - 3. Training Facility Committee (Directors Hartley and Durante)
    - 4. CSD/Fire Collaboration Committee (Directors Giraudo and Durante)
    - 5. Armament Committee (Directors Durante and Hartley)
      - a. Review and approve Peace Officer with Code Enforcement & Arson Investigative Responsibility Concealed Carry Weapons (CCW) Program Policy and change to Rules and Regulations
    - 6. Station 91 Building Committee (Directors Durante and Giraudo)
- VII. Operations Report
  - A. Operations Report (Receive and file)
  - B. Review and update regarding Joint Powers Authority
- VIII. Fiscal Items

- IX. New Business
  - A. Receive and file 2016 Annual Report
  - B. Review and approve Resolution 2017-02 initiating the 2017 Weed abatement program
  - C. Review and approve Grant of Easement to Pacific Bell Telephone Company at Station 86
- X. Old Business
- XI. Oral Communications
  - A. Directors
  - B. Staff
- XII. Adjournment

*Note: Action may be taken on any item posted on this agenda.*

***This Board meeting is normally recorded.***

# EL DORADO HILLS COUNTY WATER DISTRICT

## SEVEN HUNDRED FIFTY SIXTH MEETING OF THE BOARD OF DIRECTORS

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Thursday, February 16, 2017

6:00 p.m.

District Office, 1050 Wilson Boulevard, El Dorado Hills, CA 95762

### I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Director Hartley called the meeting to order at 6:00 p.m. and Director of Finance Braddock led the Pledge of Allegiance. Directors in attendance: Durante, Giraudo, Hartley, Hus, and Winn. Director Giraudo attended via teleconference. Staff in attendance: Chief Roberts and Director of Finance Braddock. Counsel Cook was also in attendance.

President Hartley requested that **Item IX-A** be moved on the agenda before **Item III. Oral Communications** and the Board concurred.

### II. CONSENT CALENDAR (All matters on the Consent Calendar are to be approved by one motion unless a Board member requests separate action on a specific item.)

- A. Approve Minutes of the 754th Board meeting held January 19, 2017
- B. Approve Minutes of the 755th Special Board meeting held January 30, 2017
- C. Approve Financial Statements for January 2017

*Director Hus made a motion to approve the consent calendar, seconded by Director Winn and unanimously carried.*

**Item IX-A** (Taken out of order) Chief Roberts stated that Staff's recommendation is to approve Resolution 2017-01 approving a Public Service Easement for a water line at Station 86.

*Director Hus made a motion to approve Resolution 2017-01 approving a Public Service Easement for a water line at Station 86, seconded by Director Durante and unanimously carried (Roll Call: Ayes: 4; Noes: 0; Absent: 1 – Giraudo dropped call.).*

### III. ORAL COMMUNICATIONS

- A. EDH Professional Firefighters – None
- B. EDH Firefighters Association – None
- C. Latrobe Advisory Committee – None
- D. Public Comment – None

### IV. CORRESPONDENCE

- A. Letter to Chief Estes regarding a feasibility study for expanded capabilities of the Camino Emergency Command Center – Chief Roberts stated that Staff requested a study from Camino for expanded capabilities.
- B. Letter to Sacramento Regional Public Safety Communications Center regarding a feasibility study to provide dispatch services – Chief Roberts stated that Staff requested a study from Sacramento Regional Public Safety

Communications center for dispatch services.

**V. ATTORNEY ITEMS**

- A. Closed Session Pursuant to Government Code Section 54956.9(D)(1); Conference with legal counsel regarding pending litigation; One Matter; Thomas and Helen Austin v. The County of El Dorado, et. al.; El Dorado County Superior Court Case No. 21050633** – Counsel Cook reported that this item can be removed from future agendas until further notice.
- B. Report on revised prohibition of tobacco products policy** – Counsel Cook stated that he has revised the policy and will submit the policy to the Administrative Committee for review.

**VI. COMMITTEE REPORTS**

- A. Administrative Committee (Directors Durante and Hidahl)**
  - 1. Update on Station 91** – Chief Roberts reported that due to the weather and County engineering approval delays, the mitigation repairs are still pending completion.
  - 2. Closed Session pursuant to Government Code Section 54957(b)(1); Public Employee Performance Evaluation; Title: Fire Chief David Roberts** – No action taken.

President Hartley requested that **Item VI-A.2** be moved on the agenda before **Item XI. Oral Communications** and the Board concurred.

- B. Finance Committee (Directors Hus and Winn)** – No report.
- C. Ad Hoc Committee Reports**
  - 1. Strategic Planning Committee (Directors Hartley and Hidahl)** – No report.
  - 2. Communications Committee (Directors Durante and Winn)** – Chief Keating reported that the rip and run printer testing is complete and was successful and should be operational the week of March 27<sup>th</sup>.
  - 3. Training Facility Committee (Directors Hartley and Durante)** – Chief Roberts stated that Counsel Cook and Calpo, Hom and Dong initiated a contract and Staff met with Dennis Dong and a training facility specialist to discuss the project. Chief Lilienthal reported that he and Chief Brady visited several training sites in Houston and throughout California.
  - 4. CSD/Fire Collaboration Committee (Directors Hidahl and Durante)** – No report.
  - 5. Armament Committee (Directors Durante and Hartley)** – No report.
  - 6. Station 91 Building Committee (Directors Durante and Hartley)** – No

report.

## **VII. OPERATIONS REPORT**

- A. Operations Report (Receive and file)**
- B. Review and update regarding Joint Powers Authority** – Chief Roberts stated that the JPA is still working on fixing issues with the ePCR and reported that they are working with the County to potentially combine service areas 3 and 7 or put them under a single contract. Director Hus asked if the JPA has considered hiring a private ambulance company for long distance transports and Chief Roberts responded that the JPA does not want to take a stance on what kind of ambulance calls it will accept.
- C. Review and approve Staff recommendation to purchase a Wing Inflatable Rescue Raft** – Chief Lilienthal explained that Staff would like to purchase a Wing Inflatable Rescue raft to assist with water rescue calls making the response more efficient and safe. Chief Keating added that the boat was not a budgeted item, but would replace other capital purchases that were budgeted and will not be purchased this year.

*Director Durante made a motion to approve Staff recommendation to purchase a Wing Inflatable Rescue Raft not to exceed \$20,000, seconded by Director Hartley, and unanimously carried.*

- D. Solar generation update** – Chief Roberts explained the summary report of projected power verses actual solar performance, which was available in the packet for the Board to review.

## **VIII. FISCAL ITEMS**

- A. Latrobe Financial Projection & Growth Analysis** – Director Hus asked that the following notes be included in the minutes:
  - Current staffing model with 20 year revenue & expense projection done by staff shows cumulative loss of \$26.1 million for Station 91.
  - Same model with 10% growth projection over 20 years equates to \$20.6 million cumulative loss for Station 91.
  - EDC 2010-2035 Single Family Growth map reflects 10 TAZ (Traffic Area Zones) all designated as 0 to 25 single family household growth zones. If all were to be at maximum growth that would equate to 250 total new households by 2035 or approximately 10 households per year maximum. Hardly the growth we seem to expect.
  - Bass Lake Hills development map shows how challenging building 256 homes can be as it has taken this developer nearly 10 years to move the

project to this point and it will take 6 to 8 years to complete and sell the homes under good economic conditions.

- EDC has not resolved the base property tax transfer to EDHFD for the Latrobe Annexation resulting in \$250K annually of lost revenue. If not resolved would result in another \$5 million loss.
- Latrobe School District's student population of 130 students has decreased by 23% over five years. They have 2 schools and a total of 130 students.
- Latrobe doesn't even have census information available. All of Shingle Springs, CA census data shows how slow growth can be in even more centrally located "rural" communities: 2010 Population: 4,432 7/2016 Est Population: 4,550 Change: 118 or 2.6% for nearly 6 years 2010 Households: 1,627 7/2016 Est. Households: 1,651 Change: 24 or 1.5% for nearly 6 years
- EDC 2015 daily traffic counts don't even compare to EDH area for example: Bass Lake Rd – 1,200 ft N of Country Club Dr – count 11,175; EDH Blvd. – 200 ft N of Saratoga Way – count 33,559; Latrobe Rd – 250 ft N of County Line – count 4,015; South Shingle Road – 2,500 ft E of Latrobe Rd – count 1,044. Traffic activity pales in comparison to EDH.
- Citygate maps and analysis – Build stations where 70% of growth ALREADY exists. Response times are what drives station locations – we have far greater needs for such in EDH district boundaries looking at the maps.
- LAFCO approved Plan for Service states: Increased staffing levels and hours would be dictated by several established triggers including: area growth, call volume, call type, response time, budget, and the AB-8 adjustment outlined in the resolution of annexation. Only the AB-8 rate has actually changed.
- LAFCO approved Plan for Service states: It would be the goal of EDHFD to meet all of the recommended SOC staff levels in Latrobe by 2019 but development of the area and other economic issues would be the deciding factors. There has been no development to justify a change.
- New board member allows for re-evaluating this commitment. Prior to opening remodeled Station 91 for 24/7 emergency services allows for re-evaluating this commitment.

**B. CalPERS Discount Rate Change Impact** – Director of Finance Braddock reported that CalPERS voted to lower the discount rate over the next three years and included in the packet is an estimate of what the impact may be to the

District. She added that this change will also increase the unfunded liability and given the current Board Reserve Policy, the District will be required to make additional lump sum payments to remain at the target funded ratio of 75%.

**IX. NEW BUSINESS**

- A. Review and approve Resolution 2017-01 approving a Public Service Easement for a water line at Station 86** – Item discussed after **Item II. Consent Calendar.**
- B. Nomination of Special District Representative to El Dorado LAFCO** – Chief Roberts explained that there is an opening for a Special District Representative to LAFCO and asked that any interested Board member notify Staff so that they can be nominated.
- C. Reorganization of Board and Committees** – Director Hartley assigned the committees as follows:

Administrative Committee: Directors Hartley and Durante  
Finance Committee: Directors Giraudo and Winn  
JPA Committee: Directors Giraudo and Hartley  
Strategic Planning Committee: Directors Hus and Giraudo  
Communications Committee: Directors Durante and Winn  
Training Facility Committee: Directors Hartley and Durante  
CSD Committee: Directors Durante and Giraudo  
Armament Committee: Directors Hartley and Durante  
Station 91 Committee: Directors Durante and Giraudo

**X. OLD BUSINESS**

- A. Deployment measures and communications presentation and discussion** – No report.

**The Board adjourned to discuss Closed Session VI-A.2 at 7:02 p.m.**

The meeting reconvened at 7:21 p.m. The Board took no action during closed session.

**XI. ORAL COMMUNICATIONS**

- A. Directors** – Director Hus requested that staff update the public salary schedule to reflect annual salaries.
- B. Staff** – Chief Roberts stated that he would be participating in the Folsom Fire Chief's panel.

**XII. ADJOURNMENT**

***Director Durante made a motion to adjourn the meeting, seconded by Director Winn, and unanimously carried.***

The meeting adjourned at 7:23 p.m.

Approved:

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Jim Hartley, President

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Jessica Braddock, Board Secretary

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**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending February 28, 2017



	FINAL Full Year Budget FY16/17	Actual February 2017	Actual YTD February 28, 2017	Variance YTD Actual to Full Year Budget	(Target 66.7%) YTD Actual % of Full Year Budget	Notes/Comments
<b>Revenue</b>						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	15,164,380	279,843	8,611,697	(6,552,683)		Property taxes on target to budget.
3270 · Unsecured Tax Revenue	287,393	2,246	272,360	(15,033)		
3280 · Homeowners Tax Revenue	144,962	-	74,042	(70,920)		
3320 · Supplemental Tax Revenue	234,671	23,231	134,682	(99,989)		
3330 · Sacramento County Revenue	27,456	9,009	9,231	(18,225)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,840	600	7,737	(29,103)		
3335.3 · Latrobe Base Transfer	256,651	-	-	(256,651)		
3340 · Property Tax Administration Fee	(364,250)	-	(352,143)	12,107		
<b>Total 3240 · Tax Revenue</b>	<b>15,788,103</b>	<b>314,929</b>	<b>8,757,606</b>	<b>(7,030,496)</b>	<b>55%</b>	
3505 · Misc. Revenue, Vacant Lot	-	713	(7,751)	(7,751)	0%	Weed abatement costs to be offset with revenue collection in future months
3506 · Misc. Revenue, Fire Prev. Fees	70,000	9,027	35,025	(34,975)	50%	Timing of collection will vary
3510 · Misc. Operating Revenue						
3512 · JPA Revenue	918,537	-	524,477	(394,060)	57%	Billed quarterly
3513 · Rental Income (Cell site)	36,000	4,200	18,900	(17,100)	53%	No progress on budgeted cell site at Sta 85
3515 · OES/Mutual Aid Reimbursement	414,000	-	560,154	146,154	135%	Will vary with timing and severity of fire season
3520 · Interest Earned	70,000	243	44,614	(25,386)	64%	LAIF interest collected quarterly
3510 · Misc. Operating Revenue - Other	20,000	1,048	12,251	(7,749)	61%	
<b>Total 3510 · Misc. Operating Revenue</b>	<b>1,458,537</b>	<b>5,491</b>	<b>1,160,396</b>	<b>(298,141)</b>	<b>80%</b>	
<b>Total Operating Revenue</b>	<b>\$ 17,316,639</b>	<b>\$ 329,447</b>	<b>\$ 9,953,027</b>	<b>\$ (7,363,612)</b>	<b>57%</b>	
3550 · Development Fee						
3560 · Development Fee Revenue	1,600,000	208,872	1,790,866	190,866	112%	
3561 · Development Fee Interest	-	2,445	16,306	16,306	100%	
<b>Total 3550 · Development Fee</b>	<b>1,600,000</b>	<b>211,317</b>	<b>1,807,172</b>	<b>207,172</b>	<b>113%</b>	
3570 · Proceeds from Sale of Assets	60,000	-	90,130	30,130	150%	Sale of water tender in July; Sale of E-8560 in November
<b>Total Revenue</b>	<b>\$ 18,976,639</b>	<b>\$ 541,477</b>	<b>\$ 11,842,578</b>	<b>\$ (7,134,061)</b>	<b>62%</b>	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending February 28, 2017



	FINAL Full Year Budget FY16/17	Actual February 2017	Actual YTD February 28, 2017	Variance YTD Actual to Full Year Budget	(Target 66.7%) YTD Actual % of Full Year Budget	Notes/Comments
<b>Expenditures</b>						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	5,912,782	680,286	3,996,721	1,916,061	68%	
6011 · Education/Longevity Pay	495,050	52,933	311,153	183,897	63%	
6016 · Salaries & Wages, Admin/Prev	615,556	68,113	375,123	240,433	61%	
6017 · Volunteer Pay	100,000	1,564	68,154	31,846	68%	
6018 · Director Pay	18,000	900	9,300	8,700	52%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,685,706	196,612	996,025	689,681	59%	
6019.2 · Overtime, Outside Aid	412,000	-	482,087	(70,087)	117%	Will vary with timing and severity of fire season
6019.3 · Overtime, JPA	103,397	13,086	114,254	(10,857)	111%	Several employees out on extended leave
Total 6019 · Overtime	2,201,102	209,698	1,592,366	608,737	72%	
6020 · P.E.R.S. Retirement	2,306,236	105,432	1,658,434	647,801	72%	Annual Lump Sum Payment of \$580k made in July
6030 · Workers Compensation	798,529	112,348	540,783	257,746	68%	
6031 · Life Insurance	6,224	988	4,416	1,809	71%	Paid March premium in February
6032 · P.E.R.S. Health Benefits	1,449,069	120,489	1,074,529	374,539	74%	Prepayment of Mar premium in Feb
6033 · Disability Insurance	16,170	1,372	11,074	5,096	68%	
6034 · Health Cost of Retirees	866,964	46,451	718,227	148,737	83%	Annual Lump Sum Payment of \$300k made in July. Also prepayment of Mar premium in Feb
6040 · Dental/ Vision Expense	174,840	20,558	110,974	63,866	63%	
6050 · Unemployment Insurance	14,490	727	15,330	(840)	106%	
6060 · Vacation & Sick Expense Reserve	150,000	-	(1,645)	151,645	-1%	
6070 · Medicare	139,261	14,195	89,749	49,511	64%	
Total 6000 · Salaries & Wages	15,264,273	1,436,054	10,574,688	4,689,585	69%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	64,850	500	58,050	6,800	90%	Semi-Annual Uniform allowance paid in July and Jan
6102 · Other Clothing & Personal Supplies	54,845	1,831	33,318	21,526	61%	
Total 6100 · Clothing & Personal Supplies	119,695	2,331	91,368	28,326	76%	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending February 28, 2017



	FINAL Full Year Budget FY16/17	Actual February 2017	Actual YTD February 28, 2017	Variance YTD Actual to Full Year Budget	(Target 66.7%) YTD Actual % of Full Year Budget	Notes/Comments
<b>6110 · Network/Communications</b>						
6111 · Telecommunications	67,352	5,647	37,888	29,464	56%	Dispatch services billed on a quarterly basis
6112 · Dispatch Services	120,000	14,985	54,881	65,119	46%	
6113 · Network/Connectivity	34,850	3,174	16,940	17,911	49%	
<b>Total 6110 · Communications</b>	<b>222,202</b>	<b>23,805</b>	<b>109,708</b>	<b>112,494</b>	<b>49%</b>	
<b>6120 · Housekeeping</b>	<b>30,214</b>	<b>2,062</b>	<b>21,256</b>	<b>8,959</b>	<b>70%</b>	
<b>6130 · Insurance</b>						
6131 · General Insurance	55,659	-	51,023	4,636	92%	Annual insurance premium paid in October. Favorable to budget
<b>Total 6130 · Insurance</b>	<b>55,659</b>	<b>-</b>	<b>51,023</b>	<b>4,636</b>	<b>92%</b>	
<b>6140 · Maintenance of Equipment</b>						
6141 · Tires	25,000	6,991	15,026	9,974	60%	
6142 · Parts & Supplies	21,000	293	13,447	7,553	64%	
6143 · Outside Work	116,053	25,111	101,091	14,961	87%	
6144 · Equipment Maintenance	90,420	929	19,339	71,081	21%	
6145 · Radio Maintenance	20,430	-	8,740	11,690	43%	
<b>Total 6140 · Maintenance of Equipment</b>	<b>272,903</b>	<b>33,324</b>	<b>157,642</b>	<b>115,260</b>	<b>58%</b>	
<b>6150 · Maintenance, Structures &amp; Ground</b>	<b>107,566</b>	<b>8,851</b>	<b>74,053</b>	<b>33,513</b>	<b>69%</b>	
<b>6160 · Medical Supplies</b>						
6161 · Medical Supplies	5,500	-	1,978	3,522	36%	
<b>Total 6160 · Medical Supplies</b>	<b>5,500</b>	<b>-</b>	<b>1,978</b>	<b>3,522</b>	<b>36%</b>	
<b>6170 · Dues and Subscriptions</b>	<b>11,339</b>	<b>525</b>	<b>5,329</b>	<b>6,010</b>	<b>47%</b>	
<b>6180 · Miscellaneous</b>						
6181 · Miscellaneous	4,000	448	2,325	1,675	58%	
6182 · Honor Guard	1,000	832	1,306	(306)	131%	
6183 · Explorer Program	2,500	-	800	1,700	32%	
6184 · Pipes and Drums	-	-	-	-	0%	
<b>Total 6180 · Miscellaneous</b>	<b>7,500</b>	<b>1,280</b>	<b>4,431</b>	<b>3,069</b>	<b>59%</b>	
<b>6190 · Office Supplies</b>	<b>24,599</b>	<b>2,733</b>	<b>20,286</b>	<b>4,313</b>	<b>82%</b>	Budgeted Sit-Stand converters purchased in August; Unanticipated purchase of battery backups

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending February 28, 2017



				(Target 66.7%)	
	FINAL Full Year Budget FY16/17	Actual February 2017	Actual YTD February 28, 2017	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget
					Notes/Comments
<b>6200 · Professional Services</b>					
6201 · Audit	10,500	-	10,250	250	98%
6202 · Legal/Human Resources	138,210	9,891	80,829	57,381	58%
6203 · Notices	3,000	-	683	2,317	23%
6204 · Other Professional Services	214,094	38,488	116,930	97,165	55%
6205 · Elections/Tax Administration	20,000	23,449	23,449	(3,449)	117%
6206 · Public Relations	4,900	-	100	4,800	2%
<b>Total 6200 · Professional Services</b>	<b>390,704</b>	<b>71,828</b>	<b>232,241</b>	<b>158,463</b>	<b>59%</b>
<b>6210 · Information Technology</b>					
6211 · Software Licenses/Subscriptions	68,744	6,818	53,660	15,085	78%
6212 · IT Support/Implementation	107,374	-	43,142	64,232	40%
<b>Total 6210 · Information Technology</b>	<b>176,118</b>	<b>6,818</b>	<b>96,801</b>	<b>79,317</b>	<b>55%</b>
<b>6220 · Rents and Leases</b>					
6221 · Facilities/Equipment Lease	17,998	514	4,551	13,446	25%
6222 · Solar Lease	65,388	5,449	30,220	35,168	46%
<b>Total 6220 · Rents and Leases</b>	<b>83,386</b>	<b>5,963</b>	<b>34,771</b>	<b>48,614</b>	<b>42%</b>
<b>6230 · Small Tools and Supplies</b>	<b>49,850</b>	<b>964</b>	<b>29,493</b>	<b>20,357</b>	<b>59%</b>
<b>6240 · Special Expenses</b>					
6241 · Training	118,327	14,455	94,087	24,240	80%
6242 · Fire Prevention	18,310	720	11,657	6,653	64%
6243 · Licenses	-	-	10	(10)	100%
6244 · Directors' Training & Travel	-	-	-	-	0%
<b>Total 6240 · Special Expenses</b>	<b>136,637</b>	<b>15,175</b>	<b>105,754</b>	<b>30,883</b>	<b>77%</b>
<b>6250 · Transportation and Travel</b>					
6251 · Fuel and Oil	70,000	1,032	30,917	39,083	44%
6252 · Travel	19,000	3,973	12,391	6,609	65%
6253 · Meals & Refreshments	21,000	3,471	12,094	8,906	58%
<b>Total 6250 · Transportation and Travel</b>	<b>110,000</b>	<b>8,476</b>	<b>55,403</b>	<b>54,597</b>	<b>50%</b>

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending February 28, 2017



(Target 66.7%)					
	FINAL Full Year Budget FY16/17	Actual February 2017	Actual YTD February 28, 2017	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget
Notes/Comments					
6260 · Utilities					
6261 · Electricity	10,200	496	14,847	(4,647)	146%
6262 · Natural Gas/Propane	17,000	6,061	13,901	3,099	82%
6263 · Water/Sewer	14,000	2,383	10,982	3,018	78%
Total 6260 · Utilities	41,200	8,941	39,731	1,469	96%
Total Operating Expenditures	\$ 17,109,345	\$ 1,629,129	\$ 11,705,958	\$ 5,403,387	68%
Operating Revenue - Operating Expenditures	\$ 207,294	\$ (1,299,682)	\$ (1,752,930)	\$ 1,960,225	
6560 · Payroll Exps- PERS Prepayment	-	-	-	-	0%
6720 · Fixed Assets	2,725,405	23,119	600,002	2,125,403	22%
Total Expenditures	\$ 19,834,750	\$ 1,652,248	\$ 12,305,960	\$ 7,528,790	62%
Total Revenue - Total Expense	\$ (858,111)	\$ (1,110,771)	\$ (463,382)	\$ 394,729	

Budgeted solar start date at beginning of fiscal year but not all stations in service. Offsetting savings in Solar Lease.  
Timing (higher usage in Winter months)

Timing of budgeted purchases

# El Dorado Hills Fire Department

3/8/2017 2:26 PM

Register: 1000 · Bank of America

From 02/01/2017 through 02/28/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/01/2017		Deposit	-split-	Deposit		X	5,419.28	664,558.39
02/01/2017	EFT	De Lage Landen Fin...	6190 · Office Supplies	Account # 988...	230.59	X		664,327.80
02/01/2017	EFT	P.E.R.S. Retirement	-split-	PR17-2-1	74,498.70	X		589,829.10
02/01/2017	EFT	P.E.R.S. ING	-split-	PR17-2-1	3,076.93	X		586,752.17
02/01/2017	EFT	Technology Credit C...	-split-	Feb-2016	5,449.00	X		581,303.17
02/01/2017	PR17-2-1		-split-	Total Payroll T...	71,902.29	X		509,400.88
02/01/2017	PR17-2-1		1000 · Bank of Americ...	Direct Deposit	231,116.52	X		278,284.36
02/01/2017	PR17-2-1		1000 · Bank of Americ...	Payroll Checks		X		278,284.36
02/02/2017	EFT	Aramark	6100 · Clothing & Pers...	Inv# 00063488...	74.66	X		278,209.70
02/02/2017	EFT	State Compensation ...	6000 · Wages & Benef...	Policy # 11048...	56,174.17	X		222,035.53
02/02/2017	EFT	ADP (FSA)	-split-		196.53	X		221,839.00
02/03/2017	EFT	Nationwide Retireme...	-split-	PR17-2-1	20,874.57	X		200,964.43
02/06/2017	EFT	P. G. & E.	-split-		42.91	X		200,921.52
02/06/2017	EFT	P. G. & E.	-split-		10.18	X		200,911.34
02/09/2017	EFT	P. G. & E.	-split-		2,240.92	X		198,670.42
02/10/2017	EFT	ADP	6200 · Professional Ser...	PR17-2-1	330.63	X		198,339.79
02/10/2017	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Confirmation #...	21,003.60	X		177,336.19
02/10/2017	EFT	P. G. & E.	-split-		1,103.92	X		176,232.27
02/10/2017	EFT	ADP (FSA)	-split-		275.00	X		175,957.27
02/13/2017	EFT	P. G. & E.	-split-		843.85	X		175,113.42
02/13/2017	EFT	State Compensation ...	6000 · Wages & Benef...	Policy # 11048...	56,174.17	X		118,939.25
02/14/2017		Transfer from LAIF	1074 · Local Agency I...	Confirm #1528...		X	550,000.00	668,939.25
02/15/2017		Deposit	-split-	Deposit		X	162,791.08	831,730.33
02/15/2017			6200 · Professional Ser...	Service Charge	158.45	X		831,571.88
02/15/2017	EFT	P.E.R.S. ING	-split-	PR17-2-2	3,076.93	X		828,494.95
02/15/2017	EFT	P.E.R.S. Health	-split-	Mar-17	166,940.42	X		661,554.53
02/15/2017	EFT	P.E.R.S. Retirement	-split-	PR17-2-2	80,114.76	X		581,439.77
02/15/2017	EFT	El Dorado Irrigation ...	-split-		187.27			581,252.50
02/15/2017	EFT	Verizon Wireless	-split-	Feb-17	2,311.63	X		578,940.87
02/15/2017	PR17-2-3R	Sundance Uniforms	6180 · Miscellaneous:6...	Reverse of GJE...		X	473.68	579,414.55
02/16/2017	EFT	Nationwide Retireme...	-split-	PR17-2-2	21,024.57	X		558,389.98
02/16/2017	EFT	ADP (FSA)	-split-		366.95	X		558,023.03
02/16/2017	20137	Absolute Secured Sh...	-split-	Inv # 36290 & ...	80.00	X		557,943.03
02/16/2017	20138	A-CHECK	6200 · Professional Ser...	Inv # 59-05013...	85.00	X		557,858.03
02/16/2017	20139	Aflac	2029 · Other Payable	Inv # 838220	209.44	X		557,648.59
02/16/2017	20140	Air Exchange	-split-		3,552.66	X		554,095.93
02/16/2017	20141	Appliance Company	-split-	Invoice # 3441...	472.55			553,623.38
02/16/2017	20142	APPTIX Inc.	6210 · Information Tec...	Invoice # INV0...	1,108.16	X		552,515.22
02/16/2017	20143	Aramark	-split-	Inv# 63508268...	150.84			552,364.38
02/16/2017	20144	Arnolds for Awards	-split-	Inv # 76677 / 7...	45.32	X		552,319.06

## El Dorado Hills Fire Department

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Register: 1000 · Bank of America

From 02/01/2017 through 02/28/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/16/2017	20145	Ashby Communicati...	6110 · Network/Comm...	Invoice # 11410	232.50	X		552,086.56
02/16/2017	20146	AT&T	-split-	Jan-17	286.93	X		551,799.63
02/16/2017	20147	Best Best & Krieger	6200 · Professional Ser...	Invoice # 788917	1,185.60	X		550,614.03
02/16/2017	20148	Big O Tires	-split-	Inv # 005100-1...	171.05	X		550,442.98
02/16/2017	20149	Bobby Boeker	6000 · Wages & Benef...		43.20	X		550,399.78
02/16/2017	20150	Brad Ballenger	6000 · Wages & Benef...		170.00	X		550,229.78
02/16/2017	20151	Bugman Pest Control	-split-	Invoice # FEB...	150.00	X		550,079.78
02/16/2017	20152	Burkett's	-split-	Invoice # 1314...	146.44	X		549,933.34
02/16/2017	20153	CA Assoc. of Profess...	6000 · Wages & Benef...	FEBRUARY 2...	1,372.00	X		548,561.34
02/16/2017	20154	Caltronics Business ...	-split-	Inv # 2172181	573.98	X		547,987.36
02/16/2017	20155	Capital Building Mai...	-split-	Invoice # 9005 ...	740.18	X		547,247.18
02/16/2017	20156	Conexwest	6240 · Special Expense...	Invoice # 89573	2,600.00	X		544,647.18
02/16/2017	20157	Core Logic	6170 · Dues and Subsc...	Inv # 81767412	137.50	X		544,509.68
02/16/2017	20158	Deal Heating & Air, ...	-split-	Invoice # 1097...	2,897.58	X		541,612.10
02/16/2017	20159	East Bay Tire Co.	-split-		6,990.53	X		534,621.57
02/16/2017	20160	El Dorado Alarm & ...	6720 · Fixed Assets	Invoice # 6170	2,500.00			532,121.57
02/16/2017	20161	El Dorado County R...	6200 · Professional Ser...	Invoice # 2016...	23,448.86	X		508,672.71
02/16/2017	20162	Employment Develo...	6000 · Wages & Benef...	Account ID# 9...	263.00	X		508,409.71
02/16/2017	20163	Extreme Towing	6140 · Maintenance of ...	Invoice # 5874...	150.00			508,259.71
02/16/2017	20164	Fastenal Company	-split-		103.97	X		508,155.74
02/16/2017	20165	Ferrell Gas	6260 · Utilities:6262 · ...	Invoice # 1094...	1,933.17	X		506,222.57
02/16/2017	20166	Folsom Diesel Work...	-split-		15,030.99	X		491,191.58
02/16/2017	20167	Francisco Garcia Lan...	6240 · Special Expense...	Invoice # 7378	2,000.00	X		489,191.58
02/16/2017	20168	Hefner, Stark & Mar...	-split-		8,619.99	X		480,571.59
02/16/2017	20169	Hi-Tech EVS, Inc.	6140 · Maintenance of ...	Invoice # 155713	8,907.54	X		471,664.05
02/16/2017	20170	InterState Oil Compa...	-split-		879.23	X		470,784.82
02/16/2017	20171	Interwest Consulting ...	-split-	Invoice # 3144...	1,391.25	X		469,393.57
02/16/2017	20172	James Davidson	6000 · Wages & Benef...		1,446.00			467,947.57
02/16/2017	20173	James O'Camb	6000 · Wages & Benef...		719.00	X		467,228.57
02/16/2017	20174	Johannes Neu	-split-		1,110.41	X		466,118.16
02/16/2017	20175	Jorgensen Company	-split-		913.64	X		465,204.52
02/16/2017	20176	Kaiser Foundation H...	-split-	Account # 320...	19,356.00	X		445,848.52
02/16/2017	20177	Kronos	-split-	Invoice # 1113...	5,635.66	X		440,212.86
02/16/2017	20178	L.N. Curtis & Sons	-split-		12,305.07	X		427,907.79
02/16/2017	20179	Managed Health Net...	6200 · Professional Ser...	Invoice # PRM...	651.24	X		427,256.55
02/16/2017	20180	Nathan Tarry	-split-	Volunteer Stipe...	410.00	X		426,846.55
02/16/2017	20181	Northrop Grumman ...	6110 · Network/Comm...	Inv # 0003	14,984.50	X		411,862.05
02/16/2017	20182	Oracle America, Inc.	6200 · Professional Ser...	Invoice # 4370...	1,000.00	X		410,862.05
02/16/2017	20183	River City Rentals	6200 · Professional Ser...	Invoice # 2020...	600.00	X		410,262.05
02/16/2017	20184	Rotary	-split-		150.00			410,112.05

# El Dorado Hills Fire Department

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From 02/01/2017 through 02/28/2017

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02/16/2017	20185	Sacramento-Sierra A...	6170 · Dues and Subsc...	Invoice # 0117	100.00			410,012.05
02/16/2017	20186	Sandra Sanders	-split-		209.00	X		409,803.05
02/16/2017	20187	Standard Insurance Co.	6000 · Wages & Benef...	Policy # 00 359...	988.00	X		408,815.05
02/16/2017	20188	Sundance Uniforms	6180 · Miscellaneous:6...	Invoice # SI-52...	473.68			408,341.37
02/16/2017	20189	Supplyworks	6120 · Housekeeping	Invoice # 3911...	990.04	X		407,351.33
02/16/2017	20190	Time Printing	6190 · Office Supplies	Invoice # 11357	135.31	X		407,216.02
02/16/2017	20191	Trace Analytics, Inc.	6140 · Maintenance of ...	Invoice # 17-1...	160.00	X		407,056.02
02/16/2017	20192	West Coast Frame/C...	6140 · Maintenance of ...	Invoice # 47593	82.71	X		406,973.31
02/16/2017	20193	Zoll Medical Corpor...	6720 · Fixed Assets	Invoice # 2475...	2,947.29	X		404,026.02
02/16/2017	20194	Chase Bank	2029 · Other Payable	Feb 2, 16	450.00	X		403,576.02
02/16/2017	20195	Wells Fargo Bank	2026 · EDH Associate...	Deposit to Acct...	4,707.30	X		398,868.72
02/16/2017	20196	Greg F. Durante (Di...	-split-	Jan-2017	200.00	X		398,668.72
02/16/2017	20197	Charles J. Hartley	-split-	Jan-17	200.00	X		398,468.72
02/16/2017	20198	John Giraudo	-split-	Jan-17	200.00	X		398,268.72
02/16/2017	20199	Douglas A. Hus	-split-	Jan-17	200.00	X		398,068.72
02/16/2017	20200	Barbara Winn	6000 · Wages & Benef...	Jan-17	100.00	X		397,968.72
02/16/2017	20201	Connie Bair	-split-		150.00	X		397,818.72
02/16/2017	20202	Brian Bresnahan	-split-		150.00	X		397,668.72
02/16/2017	20203	Carol Caughey	-split-		150.00	X		397,518.72
02/16/2017	20204	David Kennedy	-split-		100.00			397,418.72
02/16/2017	20205	Larry R. Fry	-split-		37.00			397,381.72
02/16/2017	20206	John Niehues	-split-		150.00	X		397,231.72
02/16/2017	20207	Dwight Piper	-split-		150.00	X		397,081.72
02/16/2017	20208	Frederick Russell	-split-		150.00	X		396,931.72
02/16/2017	20209	Angelica Silveira	-split-		150.00	X		396,781.72
02/16/2017	20210	Michael Lilienthal	2029 · Other Payable	Payroll Period ...	4,747.87	X		392,033.85
02/16/2017	20211	Jeno Inzerillo	6000 · Wages & Benef...		90.00	X		391,943.85
02/16/2017	20212	Aramark	-split-	Inv# 635026513	149.84			391,794.01
02/16/2017	20213	Core Logic	6170 · Dues and Subsc...	Inv# 81758574	137.50	X		391,656.51
02/16/2017	PR17-2-2		-split-	Total Payroll T...	62,814.77	X		328,841.74
02/16/2017	PR17-2-2		1000 · Bank of Americ...	Direct Deposit	220,549.83	X		108,291.91
02/16/2017	PR17-2-2		1000 · Bank of Americ...	Payroll Checks	4,747.87			103,544.04
02/17/2017	EFT	ADP (FSA Service C...	6200 · Professional Ser...	Jan-2017	93.58	X		103,450.46
02/17/2017	EFT	ADP (FSA)	-split-		713.00	X		102,737.46
02/18/2017	EFT	Verizon Wireless	-split-	Jan-17	2,241.41			100,496.05
02/19/2017	EFT	Verizon Wireless	-split-	Jan-17	40.01	X		100,456.04
02/19/2017	EFT	Verizon Wireless	-split-	Jan-17	717.42	X		99,738.62
02/21/2017		Deposit	1110 · Accounts Recei...	Deposit		X	22,371.43	122,110.05
02/21/2017	EFT	El Dorado Disposal S...	-split-		140.74			121,969.31
02/21/2017	EFT	P. G. & E.	-split-		382.56	X		121,586.75



## El Dorado Hills Fire Department

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Register: 1000 · Bank of America

From 02/01/2017 through 02/28/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/23/2017		Deposit	3510 · Misc. Operating...	Deposit		X	1,047.82	122,634.57
02/23/2017	20214	Department of Motor...	6720 · Fixed Assets	Sales Tax 2016...	3,878.00	X		118,756.57
02/23/2017	20215	Rescue Fire Departm...	-split-		16,000.00			102,756.57
02/24/2017		Deposit	6240 · Special Expense...	Deposit		X	1.79	102,758.36
02/24/2017	EFT	ADP	6200 · Professional Ser...	PR17-2-2	327.44	X		102,430.92
02/24/2017	EFT	ADP (FSA)	-split-		50.00	X		102,380.92
02/24/2017	EFT	Square Inc.	6240 · Special Expense...	TEST	0.01	X		102,380.91
02/27/2017		Transfer from LAIF	1074 · Local Agency I...	Confirm #1529...		X	500,000.00	602,380.91
02/27/2017	20216	Thomas Keating	6250 · Transportation a...	Northwest Lea...	215.00	X		602,165.91
02/28/2017		Deposit	-split-	Deposit		X	4,808.37	606,974.28
02/28/2017		Deposit	1110 · Accounts Recei...	Deposit		X	10,446.52	617,420.80
02/28/2017	EFT	El Dorado Disposal S...	-split-		724.10			616,696.70
02/28/2017	EFT	Modular Space Corp...	-split-	Invoice # 5019...	513.73	X		616,182.97
02/28/2017	EFT	ADP (FSA)	-split-		12.98			616,169.99
02/28/2017	PR17-3-1		-split-	Total Payroll T...	72,717.37			543,452.62
02/28/2017	PR17-3-1		1000 · Bank of Americ...	Direct Deposit	237,516.12			305,936.50
02/28/2017	PR17-3-1		1000 · Bank of Americ...	Payroll Checks	2,666.64			303,269.86



## DEPARTMENT OF FORESTRY AND FIRE PROTECTION

Amador El Dorado Unit  
2840 Mt. Danaher Road  
Camino, CA. 95762  
Website: [www.fire.ca.gov](http://www.fire.ca.gov)



Dave Roberts  
Fire Chief  
El Dorado Hills Fire Department  
1050 Wilson Blvd.  
EDH, CA. 95762

February 16, 2017

Re: Request for Communication Infrastructure Enhancement Feasibility Study

Chief Roberts:

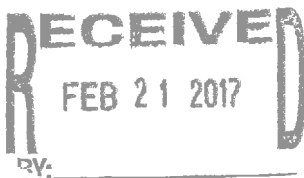
This correspondence is in response to your letter dated February 1, 2017. Within this letter, you have asked for eight specific communication infrastructure enhancements to be evaluated for both compatibility and cost. These eight specific requests are part of overall objectives of the El Dorado Hills Fire Department and have been identified in previous correspondence as well as internal service studies. These eight issues have been identified in the letter as being desired by your organization.

As you know, the Camino Emergency Command Center (ECC) serves the partner members of the El Dorado County Pre-Hospital Care Joint Powers Authority (JPA) through a cooperative agreement. While I believe we can accomplish your request and are prepared to present a quote for staff time in order to conduct a feasibility study, I feel that it is only appropriate if this direction is given to me by the JPA Board of Directors in concert with the Executive Director.

After discussing your requests with the ECC Staff, I believe that we can establish an Ad Hoc Committee of both internal and external subject matter experts to specifically address your requests and prepare estimations of initial costs, ongoing costs, feasibility, and implementation.

This response is in no way a mis-direction to your request, but only a show of respect and process to the other valued members of the JPA who we serve under the agreement.

I understand that the issue has been agendaized at the next JPA board meeting on January. 22, 2017. I feel comfortable that if given direction on this matter, I can bring a quote for the feasibility study back to the JPA and to the El Dorado Hills Fire Department in a fair turnaround time.



Thank you for your understanding and I look forward to discussing this with you and the other JPA board members next week.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian Estes', with a long horizontal stroke extending to the right.

Brian Estes  
Deputy Chief – Operations  
CAL FIRE Amador El Dorado Unit

Cc:

CAL FIRE Unit Chief - Chief Mike Kaslin  
EDC Fire Chiefs Association President – Chief Clive Savacool  
El Dorado County JPA Executive Director – Marty Hackett  
El Dorado County BOS – District 1 – John Hidahl  
El Dorado County BOS – District 2 – Shiva Frentzen  
El Dorado County BOS – District 3 – Michael Ranalli  
CAL FIRE ECC Chief – Battalion Chief David Wood  
Chapter Director L2881 – Captain Doug Grandbois  
President L3604 – Captain Mike MacKenzie

**Peace Officer with Code Enforcement & Arson Investigative Responsibility  
Concealed Carry Weapons (CCW) Program**

**Summary:**

As the Fire Chief for El Dorado Hills Fire Department I have received special training from the Central California Intelligence Center (CCIC) and the Sacramento Regional Terrorism Threat Assessment Center (Sac RTTAC). With the certification received from this training I have represented our District as the Terrorism Liaison Officer (TLO) for over six years. During this time, I have received weekly Confidential Security Briefings regarding suspicious activity, as well as emergency notification related to confirmed attacks both locally and around the globe. Unfortunately, as is made evident in the nightly news, these activities seem to be increasing at an alarming rate with no sign of subsiding.

Terrorism is defined as; "Premeditated, politically motivated violence perpetrated against high profile non-combatant targets by organized groups (cells) or lone wolf agents." While in the past the targets have mainly been directed at key assets such as Power, Water, Dams, Government Facilities, Transportation Infrastructure, Financial Institutions, and Large Assemblies. Recent confidential reports now indicate that the trend is moving toward simultaneous attacks with a focus on attacking the first responders (Police and Fire/EMS) to these incidents in an effort to increase the lethality of their attacks, by neutralizing the very people coming to help.

It is also important to understand that El Dorado Hills Fire Department is widely viewed as the Center of Government for El Dorado Hills. Additionally, either directly or through automatic aid agreements we protect a wide range of attractive targets such as multiple large assemblies, and critical key infrastructure such as Radio Transmission Towers, Hwy 50, Folsom Dam, Major Power Transmission Lines, and the Folsom leg of Light Rail. Considering our areas of responsibility and prominent position in the Community we could easily be considered a prime target.

Furthermore, recent events in the United States have increased tensions throughout many Communities and Cities creating unwarranted and unprovoked aggression toward Law Enforcement, and Government in general.

And Finally, the heartbreaking unprovoked mass shootings that occur on a regular basis throughout this Country by either Mentally Disturbed Individuals, Radical Sovereign Citizen's Groups, Disgruntled Employees, or Hostile Domestic Situations continue to occur at an alarming rate.

Regardless of where these attacks have occurred they all have one thing in common. The after-action reports show that in the vast majority of these attacks the perpetrators are

largely opportunistic. They exploit the known or perceived vulnerabilities of a target specifically attacking high visibility, high impact targets where the intended victims will be unable to protect themselves or provide any resistance. These are known as “Soft Targets”

As the Fire Chief by law I have the authority to designate Peace Officer Status to select individuals having certain law enforcement responsibilities. In an effort to “harden” our Department, working with El Dorado County Sheriff – John D’Agostini, and our Administrative Staff we have prepared a comprehensive program of specific training, certifying requirements, on-going qualifying minimums, and strict policy and procedure guidelines that need to be met if a Chief Officer having investigative and code enforcement powers wishes to be designated as a Peace Officer and be approved to carry a concealed weapon on duty.

Carrying a weapon is a large responsibility, and will not be a requirement of the job. If a Peace Officer wishes to carry a fire arm while on duty all training and requirements must be satisfactorily met prior to the approval to carry. Determining Peace Officer Status, and the authorization to carry a weapon will be the responsibility of the Fire Chief. See attached policies related to this program.

Carrying is allowed only in a “concealed” state, and all Chief Officer Duty Vehicles and Station 85 (Headquarters) will be equipped with approved firearm lock boxes for secure storage of the weapon when not being worn.

Carrying a weapon is a personal choice for each Chief Officer, and therefore the weapon will be provided by the Chief Officer wishing to carry. The weapon and ammunition must be approved by the Department prior to a Chief Officer carrying the weapon. See attached policy.

Training costs and all ammunition required for mandated training will be reimbursed by the department to Chief Officers wishing to participate in the Carry Program.

**Fiscal Impact:**

Training/Ammunition and Certifying Costs :	\$3,000 – \$6,000 Annually*
Weapon Lock Boxes	\$1,000 - One Time Cost
Additional District Liability Waiver	\$1,250 - Annually

\* Absorbed in Training and Travel Budget

### **Recommendation:**

As the main “All Risk” First Responding Agency for El Dorado Hills and surrounding Communities we have always taken pride in the fact that we have prepared and trained to successfully mitigate every conceivable incident. We now live in an era where, rather we like it or not, this type of violent event against our citizens, or our own employees is an ever present reality. With the understanding that increasing the security of a particular type of target (hardening the target) makes it much less attractive to these types of attacks, as an all risk emergency response agency we would be remiss if we fail to prepare and train for this type of event.

To increase the safety of our Firefighters and Staff, and to enhance the safety of our Citizens we recommend the adoption of the following policies (attached) and the change to the Rules and Regulations as outlined below.

### **POLICIES**

- Section II. Operations – Sub Section E. Safety – Number 5
  - Designation of Peace Officer Status
- Section II. Operations – Sub Section E. Safety – Number 6
  - Defensive Equipment Authorized for Peace Officers
- Section II. Operations – Sub Section E. Safety – Number 7
  - Shooting
- Section II. Operations – Sub Section E. Safety – Number 8
  - Use of Force

### **RULES & REGULATIONS**

- Amend Article V, Section 15 of the General Rules;
  - **FROM** – No member shall possess firearms while on duty or allow firearms on district premises.
  - **TO** – No firearms allowed on Department Property with the exception of Designated Peace Officers.

# **Designation of Peace Officer Status**

**Section:** II. Operations

**Sub-Section:** E. Safety

**Number:** 5. Designation of Peace Officer Status

**Pages:** 1

**Adopted:**

**Revised:**

## **PURPOSE**

- To specify the requirements for designation of an El Dorado Hills Fire Department Peace Officer.

## **RESPONSIBILITY**

- Fire Chief

## **PROCEDURE**

- 1) The Fire Chief may grant Peace Officer status to any Safety Employee holding the rank of Battalion Chief or above who, in the normal course of their duties, will be required to perform arson investigations, and other law enforcement actions such as, but not limited to; searches, seizures, arrests, citations, and/or detentions of persons within the State of California.
  - a) Educational requirements must be completed prior to the performance of any activity involving law enforcement actions as defined in the State of California Penal Code.

## **MINIMUM REQUIREMENTS**

- 1) Candidate is a Safety Employee, and holds the rank of Battalion Chief or above.
- 2) Completion of POST (Peace Officers Standards and Training) approved PC-832 Arrest & Control Class – 40 Hour.

# **Defensive Equipment Authorized for Peace Officers**

**Section:** II. Operations

**Sub-Section:** E. Safety

**Number:** 6. Defensive Equipment Authorized for Peace Officers

**Pages:** 2

**Adopted:**

**Revised:**

## **PURPOSE**

- To outline the requirements and defensive equipment to be carried by El Dorado Hills Fire Department Peace Officers while in the performance of their assigned duties.

## **RESPONSIBILITY**

- Fire Chief or Designee
- All Employees with Peace Officer Designation

## **PROCEDURE**

- 1) An El Dorado Hills Fire Department “Chief Officer” that has been designated by the Fire Chief as a “Peace Officer” will be authorized to carry the following defensive equipment **ONLY** in a concealed manner.
  - a) Concealed Carry – Approved Holster & Magazine Carrier
    - i) Firearm to be in either 9mm, .40 caliber, or .45 caliber & 2 min Magazines
  - b) Body Armor is optional.
- 2) No firearm shall be carried in a concealed manner in an El Dorado Hills Fire Station or any other environment in an unprofessional manner.
- 3) Weapons will be removed and locked securely in station or department vehicle whenever an Officer is engaged in direct fire suppression activities.
- 4) Carrying a defensive weapon on duty is not a requirement of the job, and is subsequently a voluntary choice by the Peace Officer. Therefore, the purchase and maintenance of the equipment outlined above for Concealed Carry will be the responsibility of the Officer.
  - a) The Department will reimburse the Officer for ammunition required to initially qualify and maintain ongoing qualification.
  - b) The Department will reimburse the Officer for any classes or certifications that are required by the Department to attain Peace Officer Status.
- 5) Prior to use, all defensive equipment must be approved by the Fire Chief or his designee.
  - a) **ONLY** handguns of good quality and workmanship from a known reputable manufacturer will be authorized for use. For example; Glock, Colt, Smith & Wesson, Browning, Springfield Armory, Ruger, Sig Sauer, etc.
  - b) Only new, factory made ammunition of good quality and workmanship from a known reputable manufacturer will be authorized for use. For example; Federal, American Eagle, Remington, Winchester, PMC, Hornady, etc.



- i) No steel jacketed or steel core ammunition will be allowed.
  - ii) No reloads will be allowed.
  - iii) Training and Qualifying ammunition will be FMJ (Full Metal Jacket)
  - iv) Duty ammunition will be jacketed hollow point
- 6) Officers are not automatically authorized by the Department to carry defensive equipment while off duty. If Employees wish to carry defensive equipment while off duty they must obtain a current and valid CCW (Canceled Carry Weapons) permit from their local (County/City of residence) Sheriff or Police Chief and abide by all laws governing that permit.
- 7) Though El Dorado Hills Fire Department will carry additional liability insurance for this added responsibility, it is highly recommended that the employee acquire personal legal representation coverage from a reputable organization such as Legal Shield, USCCA, or similar provider.

#### **MINIMUM REQUIREMENTS**

- 1) Candidate must complete a POST (Peace Officers Standards and Training) approved PC-832 Familiarization to Firearms Class – 24-hour.
- 2) Candidate must attend a Front Sight Firearms Training Academy Four Day Handgun Class and attain a minimum Graduate Level Certification.
- 3) Candidate must qualify with each weapon they are approved to carry. Qualification can be done by a POST certified Range Master or the Fire Chief.
- 4) Employee will be required to re-qualify with their approved Duty Weapon(s) once every six (6) months. Failure to qualify will result in suspension of Defensive Equipment Carry privileges until qualification can be met.

# Shooting Policy

**Section:** II. Operations

**Sub-Section:** E. Safety

**Number:** 7. Shooting Policy

**Pages:** 2

**Adopted:**

**Revised:**

## **PURPOSE**

- The purpose of this policy is to establish procedures for the use and reporting of incidents involving the discharge of firearms. This policy is for internal use only and does not increase the Department's and/or an Officers' civil or criminal liability in any way. Violations of this policy can only form the basis for departmental administrative actions.

## **RESPONSIBILITY**

- Fire Chief
- All Employees with Peace Officer Designation

## **POLICY FOR DISCHARGE OF A FIREARM**

- 1) It is the policy of this department to resort to the use and/or discharge of a firearm when it reasonably appears to be necessary to protect the Officer, an Employee, or a Citizen. No policy can predict every potential situation that an "Officer" (El Dorado Hills Fire Department Designated Peace Officer) may encounter in the course of their assigned duties, so this is provided as a guideline to assist the Officer in the reasonable decision making process. This policy is to include, but not be limited to the following situations:
  - a) Deadly Force – Criminal Activity
    - i) An Officer may use deadly force to protect himself/herself or others from what he/she reasonably believes would be an imminent threat of death or serious bodily injury.
    - ii) An Officer may use deadly force to effect the arrest or prevent the escape of a suspected felon when the Officer has probable cause to believe that the suspect has committed or intends to commit a felony involving the inflicting or threatened inflicting of serious bodily injury or death and the Officer reasonably believes that there is an imminent or future potential risk of serious bodily injury or death to others if the suspect is not immediately apprehended. Under such circumstances, a verbal warning should precede the use of deadly force where feasible.
    - iii) Warning shots are not allowed.
  - b) Deadly Force – Dangerous Animal
    - i) In circumstances where the Officer(s) encounter a dangerous animal, or are surprised by an animal which reasonably appears to pose an imminent threat to the safety of the

Officer, Department Personnel, or nearby Citizens, Officers are authorized to use deadly force to neutralize such a threat.

c) Euthanizing Injured Animals

- i) **Wild Animals** – Officers will not normally use their firearm to euthanize injured wild animals. This task will be the responsibility of an El Dorado County Sheriff's Agency or other law enforcement/animal control agency.
  - a) The exception to this would be the unavailability or extreme extended ETA of the contacted agency, and the animal is a hazard to the public, or is so badly injured that human compassion requires its removal from further suffering.
- ii) **Domestic Animals** – Injured domestic animals (Dogs & Cats) found without their owners, when safe and practical to do so, shall be taken to an appropriate veterinarian for determination of whether they should be treated or humanely destroyed. Officers will not use their firearm to euthanize injured domestic animals.

d) Training

- i) Discharge of firearm is allowed for target practice or qualifying at an approved range.
- ii) Discharge of firearm is allowed for testing the operation of a firearm at an approved range or approved testing site.

e) Moving Vehicles

- i) Shots fired at or from a moving vehicle are rarely effective and are generally discouraged.
  - a) Unless it reasonably appears that it would endanger an Officer or the public, Officers are expected to move out of the path of any approaching vehicle.
  - b) This is not intended to restrict an Officer's right to use deadly force directed at the operator of a vehicle when it is reasonably perceived that the vehicle is being used as a weapon against the Officer or others.

2) Report of Weapon Discharge

- a) Except during training, qualifying, or recreational use, any Officer who discharges a weapon, accidentally or intentionally, on or off-duty, shall make a verbal report to his/her Chief Officer as soon as circumstances permit. If on-duty at the time of the incident, the member shall file a written report with his/her Chief Officer prior to the end of shift and if off-duty, as directed by the Chief Officer, but no later than the end of the next regularly scheduled shift.

# Use of Force

**Section:** II. Operations

**Sub-Section:** E. Safety

**Number:** 8. Use of Force

**Pages:** 4

**Adopted:**

**Revised:**

## **PURPOSE**

- This policy recognizes that the use of force by an “Officer” (El Dorado Hills Fire Department Designated Peace Officer) requires constant evaluation. Even at its lowest level, the use of force is a serious responsibility. The purpose of this policy is to provide Officers with guidelines on the reasonable use of force. While there is no way to specify the exact amount or type of reasonable force to be applied in any situation, each Officer is expected to use these guidelines to make such decisions in a professional, impartial and reasonable manner.

## **RESPONSIBILITY**

- Fire Chief
- All Employees with Peace Officer Designation

## **PROCEDURE**

### 1) PHILOSOPHY

- a) The use of force by any Officer is a matter of critical concern both to the public and to the law enforcement community. Officers are involved on a daily basis in numerous and varied human encounters and when warranted, may use force in carrying out their duties. Officers must have an understanding of, and true appreciation for, the limitations of their authority. This is especially true with respect to Officers overcoming resistance while engaged in the performance of their duties. The Department recognizes and respects the value of all human life and dignity without prejudice to anyone. It is also understood that vesting Officers with the authority to use reasonable force and protect the public welfare requires a careful balancing of all human interests.

### 2) DUTY TO INTERCEDE

- a) Any employee present and observing another employee using force that is clearly beyond that which is objectively reasonable under the circumstances shall, when in a position to do so, intercede to prevent the use of such excessive force. The employee who witnessed the potential excessive force should promptly report these observations to a supervisor.

### 3) POLICY

- a) It is the policy of this department that Officers shall use only that amount of force that reasonably appears necessary, given the facts and circumstances perceived by an Officer at the time of the event, to effectively bring an incident under control.
- b) "Reasonableness" of the force used must be judged from the perspective of a reasonable Officer on the scene at the time of the incident. It is understood that Officers are often forced to make split-second decisions in circumstances that are tense, uncertain and rapidly evolving. Given that no policy can realistically predict every possible situation, an Officer might encounter in the field; it is recognized that each Officer must be entrusted with well-reasoned discretion in determining the appropriate use of force in each incident. While it is the ultimate objective of every encounter to minimize injury to everyone involved, nothing in this policy requires an Officer to actually sustain physical injury before applying reasonable force.

### 4) USE OF FORCE TO EFFECT AN ARREST

- a) Any Officer that has reasonable cause to believe that the person to be arrested has committed a public offense may use reasonable force to effect the arrest, to prevent escape, or to overcome resistance. An Officer who makes or attempts to make an arrest need not retreat or desist from his/her efforts by reason of resistance or threatened resistance of the person being arrested; nor shall such officer be deemed the aggressor or lose his/her right to self-defense by the use of reasonable force to effect the arrest or to prevent escape or to overcome resistance (Penal Code § 835a).

### 5) REASONABLENESS OF FORCE FACTORS

- a) When determining whether or not to apply any level of force and evaluating whether an Officer has used reasonable force, a number of factors should be taken into consideration. These factors include, but are not limited to:
  - i) The conduct of the individual being confronted (as reasonably perceived by the agent at the time).
  - ii) Agent/subject factors (age, size, relative strength, skill level, injury/exhaustion and number of agents vs. subjects).
  - iii) Influence of drugs/alcohol (mental capacity).
  - iv) Proximity of weapons.
  - v) The degree to which the subject has been effectively restrained and his/her ability to resist despite being restrained.
  - vi) Time and circumstances permitting, the availability of other options (what resources are reasonably available to the Officer under the circumstances).
  - vii) Seriousness of the suspected offense or reason for contact with the individual.
  - viii) Training and experience of the agent.
  - ix) Potential for injury to citizens, agents and suspects.
  - x) Risk of escape.
  - xi) Other exigent circumstances.

- b) It is recognized that Officers are expected to make split-second decisions. Factoring into any decision, is the amount of time available to evaluate the situation and respond to changing circumstances. While various degrees of force exist, each Officer is expected to use only that degree of force reasonable under the circumstances to successfully accomplish the legitimate law enforcement purpose in accordance with this policy. It is recognized, however, that circumstances may arise in which Officers reasonably believe that it would be impractical or ineffective to use any of the standard tools, weapons or methods provided by the Department. In this case, Officers may find it more effective or practical to improvise their response to rapidly unfolding conditions they are confronting. In such circumstances, the use of any improvised device or method must nonetheless be objectively reasonable and utilized only to the degree reasonably necessary to accomplish a legitimate law enforcement purpose.

#### 6) DEADLY FORCE APPLICATIONS

- a) While the use of a firearm is expressly considered deadly force, other force might also be considered deadly force if the Officer reasonably anticipates and intends that the force applied will create a substantial likelihood of causing death or very serious injury. Use of deadly force is justified in the following circumstances:
  - i) An Officer may use deadly force to protect himself/herself or others from what he/she reasonably believes would be an imminent threat of death or serious bodily injury.
  - ii) An Officer may use deadly force to stop a fleeing suspect when the Officer has probable cause to believe that the suspect has committed, or intends to commit, a felony involving the infliction or threatened infliction of serious bodily injury or death, and the Officer reasonably believes that there is an imminent or future potential risk of serious bodily injury or death to any other person if the suspect is not immediately apprehended. Under such circumstances, and when feasible, a verbal warning should precede the use of deadly force.

#### 7) MEDICAL ATTENTION FOR INJURIES SUSTAINED USING FORCE

- a) Once the threat has been neutralized and the scene is secure it is the Officers duty and responsibility to provide and/or call for medical assistance for any person injured during the event including the suspect.

#### 8) REPORTING REQUIREMENTS

- a) Any use of physical force by a member of this department shall be documented promptly, completely, and accurately in an appropriate report.
- b) Supervisory notification to the Fire Chief or Deputy Chief shall be made as soon as practical following the application of physical force.

#### 9) SUPERVISOR RESPONSIBILITY

- a) When a supervisor is able to respond to an incident in which there has been a reported application of deadly force, the supervisor is expected to:

- i) Ensure that any injured parties are examined and treated.
- ii) Notify the appropriate Law Enforcement Organization and the El Dorado County District Attorney's Office for investigative purposes.
- iii) Obtain the basic facts from the involved Officer(s) for internal report.
- iv) Anytime deadly force is applied, the involved Officer shall immediately be placed on Paid Administrative Leave until cleared by Law Enforcement, Internal Investigation and the Fire Chief.
- v) If appropriate, initiate a critical incident debriefing for all involved parties.

February 23, 2107

El Dorado Hills Water District

Fire Department, Wilson Blvd,

El Dorado Hills, CA

Dear Chief Roberts and Board Members:

This concerns the matter being considered by the Armament Committee that being the authorization of carrying firearms as an official duty by employees of the department while on duty. The attached White Paper raises issues as to the implementation of the new policy as they may impact upon the financial responsibility of and public attitude toward the department. It is requested the concerns raised will be addressed in a public forum prior to implementation, if any, of the new policy.

Sincerely

A handwritten signature in blue ink, appearing to read "Richard Ross". The signature is fluid and cursive, with a large initial "R".

Richard Ross, citizen

El Dorado Hills, Ca.

CC: Board Members, Legal Counsel



Armament of employees while on duty:

**Liability:**

What financial responsibility occurs when someone, citizen or employee, is injured by the person authorized while on duty or off duty?

If the Chief presently carries while on duty, has that been authorized by the board?

What responsibility does the board (as members and as individuals) have for negligence of the employee?

What will be the notice policy when an employee meets a citizen who is legally armed (CCW)?

**Qualifications:**

Safety: What training obligations are required? Are passing scores required to be authorized? Who trains and certifies competency? How are weapons to be stored or carried while on duty?

What physical, mental (psychological) and visual testing is required?

What legal training will be offered as to state imposed obligations?

**Costs:**

Is practice required while on duty and compensated?

Are firearms to be supplied?

Will carrying firearms impact Workers Compensation rates?

**Employment Obligations:**

Will employees be covered by the Peace Officer Bill of Rights?

Will carrying a weapon be voluntary or mandatory incidental to the position?

What relationship will the employee have to other peace officers (Sheriff Deputies) in the unincorporated area of the district?

**Miscellany:**

Will the type or model of firearm be defined?



# **EL DORADO HILLS FIRE DEPARTMENT**

## **MONTHLY ACTIVITY REPORT FEBRUARY 2017**

***“YOUR SAFETY ... OUR COMMITMENT”***

The Board of Directors is considering adopting performance measurement goals to direct fire crew planning and to monitor the operation of the Department. These measures of time are designed to deliver outcomes that will save patients medically salvageable upon arrival and to keep small fires from becoming more serious. Such measures and goals provide the Department a foundation upon which future deployment decisions are based.

These deployment measurements include:

- DM 1 – 911 Call Handling Time
- DM 2 – Turnout Time
- DM 3 – Travel Time
- DM 4 – Total Response Time
- DM 5 – Effective Response Force Time

\*All times are collected using a combination of Active 911 and Crystal Reports. The times are provided with the best accuracy possible given the limitations of technology in our system. There is a time lag from when the dispatch center indicates that they alert a station to a call and when the station alerting activates. This lag time can skew the statistics by anywhere from several seconds to greater than one minute.

# ALARM STATISTICS

Response District	Total Number of Responses – FEB 2017	Total Number of Responses –2017	Total Number of Responses – FEB 2016	Total Number of Responses –2016
84	45	107	48	99
85	36	104	40	88
86	30	73	31	57
87	48	100	42	90
91/92	9	17	9	14
Mutual Aid	64	140	67	133
Transfer	18	40	18	35
<b>TOTALS</b>	<b>250</b>	<b>581</b>	<b>255</b>	<b>516</b>

85.78% Medic Unit Response, 10 Minutes (before exception reports)

89.22% Medic Unit Response, 11 Minutes (before exception reports)

Report: Queries – Incident – NFIRS Incident – Incident By District (Summary) Note: Run all Districts on 1 page (manually add subdistricts)

Crystal: Emergency Response Summary-Medic Unit Response Time-El Dorado

## Deployment Measure 1 - 911 Call Handling Time

- 90 Seconds 90% of the time

**Note:** Call Handling Times are reported by CalFire Camino and shown below. El Dorado Hills Fire Department also tracks Call Handling Times listed below. There is a discrepancy in the Call Handling Time reports. This discrepancy demonstrates the technology lag that exists in the system.

	<b>Camino Call Handling Report</b>	<b>EDH Fire Call Handling Report</b>
Incidents Dispatched Under 60 Seconds	Unable – Report No Longer Exists in Crystal	33% (83 of 250)
Incidents Dispatched Under 90 Seconds	Unable – Report No Longer Exists in Crystal	60% (149 of 250)
	Report – Crystal – JPA Report – Call Processing Report – Filter by EDH Jurisdiction and Dates	Report – Firehouse Analytics – Filter by Dates

The following Deployment Measures are unable to be reported/tracked as required by the Deployment Measures due to technology issues with our current system and software limitations:

- Deployment Measure 2 - Turnout Time
- Deployment Measure 3 - Travel Time
- Deployment Measure 4 - Total Response Time
- Deployment Measure 5 - Effective Response Force (Fire/Rescue Large Emergency)

