

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
SEVEN HUNDRED NINETY FIFTH MEETING
Thursday, January 17, 2019
5:30 p.m. (Note Special Start Time)
(1050 Wilson Blvd., El Dorado Hills, CA)

- I. Call to Order, Pledge of Allegiance

Adjourn to Closed Session

- II. Closed Session Items

- A. Closed Session pursuant to Government Code Section 54956.9(D)(1):
Conference with legal counsel regarding existing litigation: LisaMarie Mason v. El Dorado Hills County Water District, et. al.; United States District Court Case No. 2:18-cv-00223-MCE-AC
- B. Closed Session Pursuant to Government Code Section 54956.9(D)(1):
Conference with legal counsel regarding existing litigation: Thomas and Helen Austin v. The County of El Dorado, et. al.; El Dorado County Superior Court Case No. 21050633

6:00 p.m. Reconvene to Open Session and Closed Session Reports

- III. 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 794th Board meeting held December 20, 2018
B. Approve Financial Statements for December 2018

End Consent Calendar

- IV. Oral Communications

- A. EDH Professional Firefighters
B. EDH Firefighters Association
C. 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.

- V. Correspondence

- VI. Attorney Items

- VII. Committee Reports

- A. Administrative Committee
B. Finance Committee
C. Ad Hoc Committee Reports
1. Strategic Planning Committee
a. Review and approve Rescue Shared Service Agreement extension
2. Communications Committee
3. Training Facility Committee

- VIII. Operations Report
 - A. Operations Report (Receive and file)
 - B. Review and update regarding Joint Powers Authority
- IX. Fiscal Items
- X. New Business
 - A. Reorganization of Committees for 2019
 - B. Review applications for vacant Board position. Discuss and adopt appointment procedures and timing
 - C. Discuss the El Dorado County Fire District Sustainability Workshop on Wednesday, January 16, 2019
 - D. Review and approve purchase of new Staff Utility Vehicle
 - E. Department of Transportation (DOT) proposal of potential facility
- XI. Old Business
- XII. Oral Communications
 - A. Directors
 - B. Staff
 - C. Schedule upcoming committee meetings
- XIII. 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 NINETY FOURTH MEETING OF THE BOARD OF DIRECTORS

Thursday, December 20, 2018

5:30 p.m.

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

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND RECESS TO CLOSED SESSION

President Durante called the meeting to order at 5:30 p.m. and Director Johnson led the Pledge of Allegiance. Directors in attendance: Durante, Giraud, Hartley, Johnson, and White. Staff in attendance: Chief Keating and Director of Finance Braddock. Counsel Cook was also in attendance.

II. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED DIRECTOR: TIM WHITE – Director of Finance Braddock administered the Oath of Office to newly elected Director Tim White. President Durante stated that he and Director Johnson were sworn in on December 10, 2018.

Director Johnson recused himself from the closed session discussions.

Meeting adjourned to closed session at 5:32 p.m.

The meeting reconvened at 6:02 p.m. The Board took no action during closed session.

III. CLOSED SESSION ITEMS

- A. **Closed Session pursuant to Government Code Section 54956.9: Conference with legal counsel regarding existing litigation; LisaMarie Mason v. El Dorado Hills County Water District, et. al.; United States District Court Case No. 2:18-cv-00223-MCE-AC**
- B. **Closed Session Pursuant to Government Code Section 54956.9(D)(1): Conference with legal counsel regarding pending litigation; Thomas and Helen Austin v. The County of El Dorado, et. al.; El Dorado County Superior Court Case No. 21050633**
- C. **Closed Session Pursuant to Government Code Section 54957(b)(1); Consideration of public employee appointment/employment; Positions under consideration: Fire Chief (Permanent)**
- D. **Closed Session pursuant to Government Code Section 54956.9(D)(4); pending litigation; one potential matter**

IV. APPROVE TERMS OF EMPLOYMENT FOR POSITION OF FIRE CHIEF WITH MAURICE JOHNSON – Director Hartley reiterated the terms of the Fire Chief contract.

Director Hartley made a motion to approve the terms of employment for position of Fire Chief with Maurice Johnson, seconded by Director Giraudo and unanimously carried.

- V. ACCEPT RESIGNATION OF DIRECTOR MAURICE JOHNSON (EFFECTIVE IMMEDIATELY) AND AUTHORIZE STAFF TO NOTIFY EL DORADO COUNTY DEPARTMENT OF ELECTION OF VACANCY** – Director Maurice Johnson stated that he accepted the position of Fire Chief with the El Dorado Hills Fire Department and submitted his letter of resignation from the Board of Directors. The Board directed Staff to post the Board vacancy with a deadline of January 16, 2019.

Director Hartley made a motion to receive the resignation of Director Johnson and authorized staff to notify El Dorado County Department of Election of the vacancy, seconded by Director White and unanimously carried.

VI. CONSENT CALENDAR

- A. Approve Minutes of the 791st Board meeting held November 15, 2018**
- B. Approve Minutes of the 792nd Board meeting held November 19, 2018**
- C. Approve Minutes of the 793rd Board meeting held November 27, 2018**
- D. Approve Financial Statements for November 2018**

Director Hartley made a motion to approve the consent calendar, seconded by Director Giraudo and unanimously carried.

VII. ORAL COMMUNICATIONS

- A. EDH Professional Firefighters** – Mark Ali, president, congratulated Director White on his Board appointment and Chief Johnson on his Chief appointment as well as updated the Board on their participation in recent events including Toys for Tots, golf tournament for men’s health, senior luncheon, Christmas tree lighting, Santa run, and the snowball event.
- B. EDH Firefighters Association** – Marshall Cox, vice president, congratulated Director White on his Board appointment and Chief Johnson on his Chief appointment and added that in addition to the events listed by Captain Ali, the District also collected 3,172 pounds of food for the food bank.
- C. Public Comment** – Richard Ross, citizen, asked the District to provide a cost savings report from the solar panel installation. Director Hartley suggested that the annual report include a notation about the solar project completion.

VIII. CORRESPONDENCE

- A. **Don Ashton's letter to the District** – Chief Keating stated that with the retirements of several Fire Chiefs in the area, the county would like to meet and discuss options.
- B. **ISO letter to President Durante** – Chief Keating reported that the insurance agency met with staff and the Districts ISO rating stayed at a 3.

IX. ATTORNEY ITEMS – None

X. COMMITTEE REPORTS

- A. **Administrative Committee (Directors Durante and Hus)** – No report.
- B. **Finance Committee (Directors Giraudo and Hus)** – No report.
- C. **Ad Hoc Committee Reports**
 - 1. **Strategic Planning Committee (Directors Hus and Winn)** – Director Hartley stated that the strategic planning committee met with Supervisor Hidahl and Assemblyman Kiley and discussed the challenges small Districts face. The meeting was informational, and more meetings are expected to follow.
 - a. **Discuss Rescue Shared Service Agreement** – Chief Keating stated that the Rescue Board of Directors approved the request of a 120-day extension to the Shared Service Agreement.

Director Hartley made a motion to approve a 120-day extension to the Rescue Shared Service Agreement, seconded by Director Giraudo, and unanimously carried.

- 2. **Communications Committee (Directors Durante and Winn)** – No report.
- 3. **Training Facility Committee (Directors Hartley and Durante)**
 - a. **Review and approve training center RFP** – Counsel Cook stated that the RFP approved at the November meeting has been revised per the County's request that the Project Manager and the Project Inspector be two different individuals.

Director Hartley made a motion to approve the training center RFP, seconded by Director Durante, and unanimously carried.

XI. OPERATIONS REPORT

- A. **Operations Report (Receive and file)**
- B. **Review and update regarding Joint Powers Authority** – Chief Keating reported that Chief Lindgren would be the new JPA Chairman starting in January.

XII. FISCAL ITEMS – None

XIII. NEW BUSINESS

- A. Discuss moving items XIII-B, XIII-C, and XIII-D to a Special Board meeting on either January 31, 2019 or February 7, 2019** – Director Durante asked that Items XIII-B, XIII-C, and XIII-D be moved to the Special meeting on January 31. Director Hartley stated that he would like to go ahead with the election of the Board President and Vice President.
- B. Election of Board President and Vice President for 2019** –
- Director Durante made a motion to nominate Director Giraudo for Board President, seconded by Director Hartley and unanimously carried.*
- Director Giraudo made a motion to nominate Director Hartley for Board Vice President, seconded by Director Durante, and unanimously carried.*
- C. Reorganization of Committees for 2019** – President Giraudo deferred **Item XIII-C** to the January meeting.
- D. Review and establish meeting dates for 2019** – The regular board meetings will remain the 3rd Thursday of every month with the Closed Sessions starting at 5:30 p.m. and open session at 6:00 p.m.

XIV. OLD BUSINESS – None

XV. ORAL COMMUNICATIONS

- A. Directors** – President Durante and Director Hartley stated that the Santa Run was the most successful he has seen and thanked Staff for the leadership. Director Giraudo thanked Chief Keating and staff for all of their efforts throughout the year and President Durante for his efforts as well.
- B. Staff** – Chief Keating thanked the Board for the opportunity to serve the Department.
- C. Schedule upcoming committee meetings** – No additional committee meetings scheduled at this time.

XVI. ADJOURNMENT

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

The meeting adjourned at 6:41 p.m.

Approved:

Jessica Braddock, Board Secretary

Greg Durante, President

DRAFT

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2018



	FINAL Full Year Budget FY18/19	Actual December 2018	Actual YTD December 31, 2018	Variance YTD Actual to Full Year Budget	(Target 50%) YTD Actual % of Full Year Budget	Notes/Comments
Revenue						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	17,490,369	8,611,711	8,765,931	(8,724,438)		} Property Tax Revenue on target for fiscal year
3270 · Unsecured Tax Revenue	299,895	16,293	268,132	(31,763)		
3280 · Homeowners Tax Revenue	163,982	23,681	23,681	(140,301)		
3320 · Supplemental Tax Revenue	312,000	6,892	72,144	(239,856)		
3330 · Sacramento County Revenue	17,930	146	542	(17,388)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,840	19,500	20,490	(16,350)		
3335.3 · Latrobe Base Transfer	256,000	-	-	(256,000)		
3340 · Property Tax Administration Fee	(353,953)	-	-	353,953		
Total 3240 · Tax Revenue	18,223,063	8,678,223	9,150,920	(9,072,144)	50%	
3505 · Misc. Revenue, Vacant Lot	-	12,265	(13,350)	(13,350)	0%	Timing of collection
3506 · Misc. Revenue, Fire Prev. Fees	75,000	419	33,540	(41,460)	45%	
3510 · Misc. Operating Revenue						
3512 · JPA Revenue	1,150,000	95,833	575,000	(575,000)	50%	
3513 · Rental Income (Cell site)	25,200	2,100	12,600	(12,600)	50%	
3515 · OES/Mutual Aid Reimbursement	560,000	-	506,136	(53,864)	90%	Timing of OES billing/Strike Team Season
3520 · Interest Earned	225,000	132	86,795	(138,205)	39%	LAIF Interest Collected Quarterly
3510 · Misc. Operating Revenue - Other	20,000	2,351	8,335	(11,665)	42%	
Total 3510 · Misc. Operating Revenue	1,980,200	100,416	1,188,866	(791,334)	60%	
Total Operating Revenue	\$ 20,278,263	\$ 8,791,323	\$ 10,359,976	\$ (9,918,287)	51%	
3550 · Development Fee						
3560 · Development Fee Revenue	2,000,000	56,634	543,248	(1,456,752)	27%	Monthly development fee revenue collected trending down
3561 · Development Fee Interest	-	13,142	61,084	61,084	100%	
Total 3550 · Development Fee	2,000,000	69,776	604,332	(1,395,668)	30%	
3568 · Proceeds from Insurance	-	-	1,991	1,991	100%	Vehicle body work insurance recovery
3570 · Proceeds from Sale of Assets	-	36	1,649	1,649	100%	Sale of surplus vehicle to Mosquito FPD/Auction of Dept Surplus Assets
Total Revenue	\$ 22,278,263	\$ 8,861,135	\$ 10,967,948	\$ (11,310,315)	49%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2018



	FINAL Full Year Budget FY18/19	Actual December 2018	Actual YTD December 31, 2018	Variance YTD Actual to Full Year Budget	(Target 50%) YTD Actual % of Full Year Budget	Notes/Comments
Expenditures						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	6,171,004	473,060	2,838,592	3,332,412	46%	
6011 · Education/Longevity Pay	453,872	33,214	203,333	250,539	45%	
6016 · Salaries & Wages, Admin/Prev	697,794	47,960	293,882	403,911	42%	
6017 · Volunteer Pay	25,000	-	1,430	23,570	6%	No CVIS payments made to date
6018 · Director Pay	17,850	2,400	5,800	12,050	32%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,592,205	151,919	741,658	850,547	47%	
6019.2 · Overtime, Outside Aid	480,000	-	436,993	43,007	91%	Timing of Fire Season
6019.3 · Overtime, JPA	115,832	8,981	129,595	(13,763)	112%	
Total 6019 · Overtime	2,188,037	160,900	1,308,246	879,791	60%	
6020 · P.E.R.S. Retirement	2,479,525	122,334	1,670,215	809,310	67%	Annual required lump sum payments made in July (\$845k)
6030 · Workers Compensation	659,027	46,748	280,489	378,538	43%	
6031 · Life Insurance	6,512	486	2,987	3,525	46%	
6032 · P.E.R.S. Health Benefits	1,449,396	132,287	878,485	570,911	61%	Jan invoice paid in Dec
6033 · Disability Insurance	17,052	1,421	8,697	8,355	51%	
6034 · Health Cost of Retirees	916,254	49,968	647,752	268,502	71%	Annual required lump sum payment made in July (\$300k); Dec invoice paid in Nov
6040 · Dental/Vision Expense	188,760	7,918	66,039	122,721	35%	
6050 · Unemployment Insurance	14,490	-	-	14,490	0%	
6070 · Medicare	138,549	10,024	65,390	73,159	47%	
Total 6000 · Salaries & Wages	15,423,122	1,088,720	8,271,338	7,151,783	54%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	54,400	-	25,133	29,267	46%	
6102 · Other Clothing & Personal Supplies	67,276	463	19,417	47,859	29%	
Total 6100 · Clothing & Personal Supplies	121,676	463	44,551	77,125	37%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2018



	FINAL Full Year Budget FY18/19	Actual December 2018	Actual YTD December 31, 2018	Variance YTD Actual to Full Year Budget	(Target 50%) YTD Actual % of Full Year Budget	Notes/Comments
6110 · Network/Communications						
6111 · Telecommunications	49,699	872	14,048	35,651	28%	
6112 · Dispatch Services	60,000	-	-	60,000	0%	Dispatch services billed quarterly.
6113 · Network/Connectivity	50,012	3,327	19,975	30,037	40%	
Total 6110 · Communications	159,711	4,199	34,022	125,688	21%	
6120 · Housekeeping	37,960	3,935	18,057	19,904	48%	
6130 · Insurance						
6131 · General Insurance	55,000	324	54,845	155	100%	Annual insurance premium paid in October
Total 6130 · Insurance	55,000	324	54,845	155	100%	
6140 · Maintenance of Equipment						
6141 · Tires	35,000	2,413	6,579	28,421	19%	
6142 · Parts & Supplies	20,000	1,786	14,578	5,422	73%	
6143 · Outside Work	130,000	7,146	62,039	67,961	48%	
6144 · Equipment Maintenance	41,753	545	12,494	29,259	30%	
6145 · Radio Maintenance	43,696	-	2,815	40,881	6%	
Total 6140 · Maintenance of Equipment	270,449	11,890	98,505	171,944	36%	
6150 · Maintenance, Structures & Ground	103,859	507	39,374	64,485	38%	
6160 · Medical Supplies						
6161 · Medical Supplies	5,000	666	5,028	(28)	101%	Timing of purchases
Total 6160 · Medical Supplies	5,000	666	5,028	(28)	101%	
6170 · Dues and Subscriptions	12,610	906	9,702	2,908	77%	Timing of payments
6180 · Miscellaneous						
6181 · Miscellaneous	3,500	180	1,100	2,400	31%	
6182 · Honor Guard	5,000	-	-	5,000	0%	
6183 · Explorer Program	2,000	-	144	1,856	7%	
6184 · Pipes and Drums	-	-	-	-	0%	
Total 6180 · Miscellaneous	10,500	180	1,244	9,256	12%	
6190 · Office Supplies	20,109	1,661	9,578	10,530	48%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2018



	FINAL Full Year Budget FY18/19	Actual December 2018	Actual YTD December 31, 2018	Variance YTD Actual to Full Year Budget	(Target 50%) YTD Actual % of Full Year Budget	Notes/Comments
6200 · Professional Services						
6201 · Audit	13,500	75	10,395	3,105	77%	Annual audit fees paid in Nov-18
6202 · Legal/Human Resources	193,250	26,887	83,395	109,855	43%	
6203 · Notices	2,500	-	557	1,943	22%	
6204 · Other Professional Services	94,653	1,113	72,633	22,020	77%	Captain Promotional Testing Services; Rescue Shared Services Agmt paid Aug-18; Annual LAFCO Fees
6205 · Elections/Tax Administration	-	-	-	-	0%	
6206 · Public Relations	6,566	-	200	6,366	3%	
Total 6200 · Professional Services	310,469	28,075	167,179	143,290	54%	
6210 · Information Technology						
6211 · Software Licenses/Subscriptions	63,850	1,793	38,811	25,038	61%	Timing of annual subscription payments
6212 · IT Support/Implementation	118,000	8,599	42,994	75,006	36%	
6213 · IT Equipment	36,978	1,115	2,111	34,867	6%	
Total 6210 · Information Technology	218,828	11,507	83,916	134,912	38%	
6220 · Rents and Leases						
6221 · Facilities/Equipment Lease	-	-	-	-	0%	
6222 · Solar Lease	67,224	5,602	33,422	33,802	50%	
Total 6220 · Rents and Leases	67,224	5,602	33,422	33,802	50%	
6230 · Small Tools and Supplies	77,625	2,705	26,573	51,052	34%	
6240 · Special Expenses						
6241 · Training	155,107	6,220	75,242	79,865	49%	
6242 · Fire Prevention	49,582	5,624	31,848	17,734	64%	
6243 · Licenses	-	-	84	(84)	100%	
Total 6240 · Special Expenses	204,689	11,844	107,174	97,515	52%	
6250 · Transportation and Travel						
6251 · Fuel and Oil	62,000	3,171	33,332	28,668	54%	
6252 · Travel	25,000	1,366	5,221	19,779	21%	
6253 · Meals & Refreshments	23,000	3,199	11,137	11,863	48%	
Total 6250 · Transportation and Travel	110,000	7,737	49,690	60,310	45%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2018



	FINAL Full Year Budget FY18/19	Actual December 2018	Actual YTD December 31, 2018	Variance YTD Actual to Full Year Budget	(Target 50%) YTD Actual % of Full Year Budget	Notes/Comments
6260 · Utilities						
6261 · Electricity	10,600	443	3,552	7,048	34%	
6262 · Natural Gas/Propane	20,000	824	1,995	18,005	10%	
6263 · Water/Sewer	20,000	2,965	8,951	11,049	45%	
Total 6260 · Utilities	50,600	4,232	14,498	36,102	29%	
Total Operating Expenditures	\$ 17,259,430	\$ 1,185,152	\$ 9,068,697	\$ 8,190,733	53%	
Operating Revenue - Operating Expenditures	\$ 3,018,833	\$ 7,606,171	\$ 1,291,279	\$ 1,727,554		
6560 · Pension UAL Lump Sum Payment	1,600,000	-	1,000,000	600,000	63%	
6570 · OPEB UAL Lump Sum Payment	500,000	-	-	500,000	0%	
6720 · Fixed Assets	1,981,460	-	831,091	1,150,369	42%	
Total Expenditures	\$ 21,340,890	\$ 1,185,152	\$ 10,899,788	\$ 10,441,102	51%	
Total Revenue - Total Expense	\$ 937,373	\$ 7,675,983	\$ 68,161	\$ (869,213)		
Less: Development Fee Revenue	(2,000,000)		(604,332)			
Add: Development Fee Qualified Expenditures	1,200,425		220,809			
Total Revenue - Total Expense Net of Dev Fees	\$ 137,798		\$ (315,363)			

El Dorado Hills Fire Department

1/10/2019 9:19 AM

Register: 1000 · Bank of America
 From 12/01/2018 through 12/31/2018
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2018	EFT	Technology Credit C...	-split-	Dec-18	5,602.00	X		123,119.97
12/01/2018	EFT	De Lage Landen Fin...	6190 · Office Supplies	Account # 988...	230.59	X		122,889.38
12/03/2018	EFT	El Dorado Disposal S...	-split-	11/1/2018 - 11/...	762.61	X		122,126.77
12/03/2018	EFT	P. G. & E.	-split-		351.71	X		121,775.06
12/03/2018	21848	Aflac	2029 · Other Payable	Inv # 247930	499.30	X		121,275.76
12/03/2018	21849	AT&T	-split-	Nov-18	278.75	X		120,997.01
12/03/2018	21850	Brad Ballenger	6040 · Dental/Vision R...		137.00	X		120,860.01
12/03/2018	21851	CA Assoc. of Profess...	6033 · Disability Insur...	DECEMBER 2...	1,421.00	X		119,439.01
12/03/2018	21852	Cascade Training Ce...	-split-	Invoice # T468...	2,660.00	X		116,779.01
12/03/2018	21853	InterState Oil Compa...	6251 · Fuel and Oil		289.15	X		116,489.86
12/03/2018	21854	L.N. Curtis & Sons	-split-		1,611.10	X		114,878.76
12/03/2018	21855	Rescue Training Insti...	6161 · Medical Supplies	Invoice # 11563	666.02	X		114,212.74
12/03/2018	21856	River City Rentals	6241 · Training	Invoice # 2032...	2,540.00			111,672.74
12/03/2018	21857	Standard Insurance Co.	6031 · Life Insurance	Policy # 00 359...	486.40	X		111,186.34
12/03/2018	21858	Tri-Signal Integratio...	6144 · Equipment Mai...	Invoice # 98341	425.08	X		110,761.26
12/03/2018	21859	Waynes Locksmith	6150 · Maintenance,Str...	Invoice # 0000...	91.99	X		110,669.27
12/03/2018	21860	Robyn MacKenzie	1110 · Accounts Recei...	Retirement Ad...	3,000.00	X		107,669.27
12/04/2018		Transfer from LAIF	1074 · Local Agency I...	Confirm #1552...		X	500,000.00	607,669.27
12/04/2018	EFT	P. G. & E.	-split-		36.36	X		607,632.91
12/05/2018	EFT	P.E.R.S. ING	-split-	PR18-12-1	3,197.16	X		604,435.75
12/05/2018	EFT	P.E.R.S. Retirement	-split-	PR18-12-1	87,295.12	X		517,140.63
12/05/2018	EFT	ADP (FSA)	-split-		1,092.00	X		516,048.63
12/06/2018	EFT	Nationwide Retireme...	-split-	PR18-12-1	25,374.08	X		490,674.55
12/06/2018	EFT	ADP (FSA)	-split-		549.18	X		490,125.37
12/06/2018	EFT	P. G. & E.	-split-		10.18	X		490,115.19
12/06/2018	PR18-12-1		-split-	Total Payroll T...	69,071.10	X		421,044.09
12/06/2018	PR18-12-1		1000 · Bank of Americ...	Direct Deposit	249,817.97	X		171,226.12
12/06/2018	PR18-12-1		1000 · Bank of Americ...	Payroll Checks -		X		171,226.12
12/07/2018		Deposit	-split-	Deposit		X	101,020.06	272,246.18
12/07/2018	EFT	ADP (FSA)	-split-		65.00	X		272,181.18
12/12/2018	EFT	Verizon Wireless	-split-	Nov-18	1,696.47	X		270,484.71
12/12/2018	EFT	Verizon Wireless	-split-	Nov-18	483.15	X		270,001.56
12/12/2018	EFT	Verizon Wireless	-split-	Nov-18	70.26	X		269,931.30
12/12/2018	EFT	Verizon Wireless	-split-	Nov-18	114.07	X		269,817.23
12/13/2018	EFT	P. G. & E.	-split-		246.21	X		269,571.02
12/14/2018	EFT	ADP	-split-	PR18-12-1	378.72	X		269,192.30
12/14/2018	EFT	ADP (FSA)	-split-		30.00	X		269,162.30
12/14/2018	EFT	P. G. & E.	-split-		268.93	X		268,893.37
12/15/2018			6204 · Other Professio...	Service Charge	235.27	X		268,658.10
12/17/2018	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Ref # 1909121...	24,182.05	X		244,476.05

El Dorado Hills Fire Department

1/10/2019 9:19 AM

Register: 1000 · Bank of America
 From 12/01/2018 through 12/31/2018
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/18/2018		Transfer from LAIF	1074 · Local Agency I...	Confirm #1553...		X	575,000.00	819,476.05
12/18/2018		Deposit	3330 · Sacramento Cou...	Teeter Payment...		X	145.55	819,621.60
12/20/2018	EFT	P.E.R.S. Health	-split-	January 2018	182,254.61	X		637,366.99
12/20/2018	EFT	P.E.R.S. Retirement	-split-	PR18-12-2	83,707.93	X		553,659.06
12/20/2018	EFT	P.E.R.S. ING	-split-	PR18-12-2	3,197.07	X		550,461.99
12/20/2018	EFT	Nationwide Retireme...	-split-	PR18-12-2	22,816.32	X		527,645.67
12/20/2018	EFT	ADP (FSA)	-split-		700.74	X		526,944.93
12/20/2018	21861	7th Dimension, LLC	6212 · IT Support/Impl...	Inv # 181066	8,598.79	X		518,346.14
12/20/2018	21862	A-CHECK	6202 · Legal/Human R...	Inv # 59-05677...	10.00	X		518,336.14
12/20/2018	21863	Aramark	-split-		113.20			518,222.94
12/20/2018	21864	Best Best & Krieger	6202 · Legal/Human R...	Inv # 836704	4,777.68	X		513,445.26
12/20/2018	21865	Big O Tires	6143 · Outside Work		52.37	X		513,392.89
12/20/2018	21866	Brad Ballenger	-split-		259.00			513,133.89
12/20/2018	21867	CA Chamber of Com...	-split-	Customer # 35...	388.78	X		512,745.11
12/20/2018	21868	California Family Fit...	6204 · Other Professio...	Inv # 16122018	79.99	X		512,665.12
12/20/2018	21869	Capital Building Mai...	-split-	Invoice # 1064...	900.51			511,764.61
12/20/2018	21870	Core Logic	6170 · Dues and Subsc...	Inv # 81927077	137.50	X		511,627.11
12/20/2018	21871	Doug Veerkamp	-split-	Invoice # 3266...	4,127.53	X		507,499.58
12/20/2018	21872	East Bay Tire Co.	6141 · Tires	Invoice # 1500...	2,413.28			505,086.30
12/20/2018	21873	Emblem Enterprises, ...	6102 · Other Clothing ...	Invoice # 734191	167.88	X		504,918.42
12/20/2018	21874	Dave's Rent-A-Car	-split-		1,939.38			502,979.04
12/20/2018	21875	FedEx	6190 · Office Supplies	Acct 5320-132...	34.62	X		502,944.42
12/20/2018	21876	Fit Guard	6144 · Equipment Mai...		120.00	X		502,824.42
12/20/2018	21877	Folsom Lake Ford	6143 · Outside Work	Invoice No. FO...	2,949.58	X		499,874.84
12/20/2018	21878	Hefner, Stark & Mar...	-split-	Statement # 37...	18,316.00	X		481,558.84
12/20/2018	21879	InterState Oil Compa...	-split-		2,752.82	X		478,806.02
12/20/2018	21880	Interwest Consulting ...	-split-		930.00	X		477,876.02
12/20/2018	21881	James O'Camb	6040 · Dental/Vision R...		328.00			477,548.02
12/20/2018	21882	Atwood Insurance	6131 · General Insurance	Invoice # 11788	324.00	X		477,224.02
12/20/2018	21883	Madeira Group Inter...	6202 · Legal/Human R...		895.00	X		476,329.02
12/20/2018	21884	Martha Lynn Mangu...	6202 · Legal/Human R...	Invoice # 0122	2,500.00			473,829.02
12/20/2018	21885	Matthew's Drapery L...	-split-		415.00			473,414.02
12/20/2018	21886	Rapid Information D...	-split-		120.00	X		473,294.02
12/20/2018	21887	Rotary	-split-	Dec 2018 Dues	150.00			473,144.02
12/20/2018	21888	SignChef Inc.	-split-	Invoice # 2589...	144.79	X		472,999.23
12/20/2018	21889	Sutphen Corporation	-split-	Invoice # 4003...	1,002.33			471,996.90
12/20/2018	21890	Time Printing	-split-	Inv # 15157 / 1...	344.34	X		471,652.56
12/20/2018	21891	Trace Analytics, Inc.	6143 · Outside Work	Invoice # 18-1...	16.23			471,636.33
12/20/2018	21892	Wally Jukes	6040 · Dental/Vision R...		134.00	X		471,502.33
12/20/2018	21893	Kronos	6211 · Software Licens...	Invoice # 1139...	553.57	X		470,948.76

El Dorado Hills Fire Department

1/10/2019 9:19 AM

Register: 1000 · Bank of America
 From 12/01/2018 through 12/31/2018
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/20/2018	21894	Greg F. Durante (Di...	-split-	Nov-18	600.00	X		470,348.76
12/20/2018	21895	Charles J. Hartley	-split-	Nov-18	600.00	X		469,748.76
12/20/2018	21896	John Giraudo	-split-	Nov-18	600.00	X		469,148.76
12/20/2018	21897	Barbara Winn	-split-	Nov-18	600.00	X		468,548.76
12/20/2018	21898	Connie Bair	-split-		150.00	X		468,398.76
12/20/2018	21899	Brian Bresnahan	-split-		150.00			468,248.76
12/20/2018	21900	David Kennedy	-split-		100.00			468,148.76
12/20/2018	21901	John Niehues	-split-		150.00	X		467,998.76
12/20/2018	21902	Dwight Piper	-split-		150.00			467,848.76
12/20/2018	21903	Frederick Russell	-split-		150.00	X		467,698.76
12/20/2018	21904	Sean Ward	-split-		150.00			467,548.76
12/20/2018	21905	Chase Bank	2029 · Other Payable	Nov 8, 21 Dec ...	800.00	X		466,748.76
12/20/2018	21906	Wells Fargo Bank	2026 · EDH Associate...	Deposit to Acct...	9,968.40	X		456,780.36
12/20/2018	PR18-12-2		-split-	Total Payroll T...	63,924.45	X		392,855.91
12/20/2018	PR18-12-2		1000 · Bank of Americ...	Direct Deposit	238,078.32	X		154,777.59
12/20/2018	PR18-12-2		1000 · Bank of Americ...	Payroll Checks -		X		154,777.59
12/21/2018	EFT	Verizon Wireless	-split-	Nov-18	697.48	X		154,080.11
12/21/2018	EFT	Verizon Wireless	-split-	Nov-18	40.01	X		154,040.10
12/24/2018	EFT	P. G. & E.	-split-		333.73	X		153,706.37
12/26/2018	EFT	WageWorks	6204 · Other Professio...	INV1064168	96.15	X		153,610.22
12/28/2018	EFT	ADP HCM	6204 · Other Professio...	Workforce No...	231.15	X		153,379.07
12/28/2018	EFT	ADP	6204 · Other Professio...	PR18-12-2	303.72	X		153,075.35
12/31/2018		Transfer from LAIF	1074 · Local Agency I...	Confirm #1554...		X	550,000.00	703,075.35
12/31/2018	EFT	State Compensation ...	6030 · Workers Compe...	Policy # 11048...	46,748.13	X		656,327.22

AMENDMENT TO SHARED SERVICES AGREEMENT

This AMENDMENT TO SHARED SERVICES AGREEMENT (“Amendment”) is made effective as of January 1, 2019; by and between EL DORADO HILLS COUNTY WATER DISTRICT d/b/a El Dorado Hills Fire Department (“EDHFD”) and the RESCUE FIRE PROTECTION DISTRICT (“RESCUE”) (collectively, “the Parties”).

RECITALS

WHEREAS, EDHFD and RESCUE have had a long-standing relationship; and

WHEREAS, EDHFD and RESCUE entered into a Shared Services Agreement (“Agreement”) in May 2014 to share certain senior-level management and training support activities and occasional extra administrative support; and

WHEREAS, the Parties’ current relationship has been working well and the Parties desire to temporarily expand and maximize their sharing of personnel resources during the a transition period where the newly appointed Fire Chief from EDHFD ~~undertakes recruitment of a new~~assumes the duties as Fire Chief for EDHFD effective January 1, 2019;

WHEREAS, except as specifically amended below, the Parties intend for the Agreement to remain in full force and effect;

NOW, THEREFORE, the Parties hereby agree to amend the Agreement as follows:

AGREEMENT

1. EDHFD SERVICES: Section 2 of the Agreement is hereby amended as follows:

2. SERVICES PROVIDED BY EDHFD TO RESCUE

A. EDHFD personnel would provide services to RESCUE personnel as follows:

1. Providing 24/7/365 Chief Officer coverage through the on-duty Battalion Chief, including daily operational support;
- ~~2. Providing training services: (a) to ensure compliance with applicable federal and state regulations, and (b) including RESCUE personnel in EDHFD’s on-going “Shift Training” and “Target Solutions” programs;~~
- ~~3.2. Providing support as-needed to RESCUE’s fire prevention bureau; and~~
- ~~— Providing human resources support, including but not limited to “TeleStaff” automated staffing services, coordinated testing and promotional exams, and apparatus maintenance support.~~

2. RESCUE SERVICES: Section 3 of the Agreement is hereby amended as follows:

3. SUPPORT SERVICES PROVIDED BY RESCUE

~~A. The RESCUE Fire Chief will assume all duties of that position for RESCUE, in addition to regular duties for RESCUE, provide Interim transitional support to the Fire Chief services for of EDHF. D, as described more in the attached EDHFD Fire Chief job description (Exhibit A), which is incorporated into this Agreement by reference. Performance of all such duties shall be in accordance with the requirements and expectations of statutory law, applicable EDHFD rules and regulations, the direction and priorities provided by the EDHFD Board of Directors. Representative duties include but are not limited to:~~

- ~~3. Serving as JPA Systems Status Representative and as County Operations Representative;~~
- ~~4. Processing and approving accounts payable and other bills submitted to EDHFD;~~
- ~~5. With assistance from EDHFD's current administrative support staff, overseeing of apparatus and equipment maintenance;~~
- ~~6. Overseeing and managing annual physicals;~~
- ~~7. Processing incident report requests from the public;~~
- ~~8. Tracking and maintaining OES/Strike Team and Cover Engine billing records; and~~

~~9.1. In supplement to other EDHFD Chief Officers, and in conjunction with the existing mutual aid agreement between the two agencies, providing backup Emergency Response Chief Coverage.~~

~~. In addition, on an "as requested" basis, RESCUE shall provide EDHFD with administrative assistant support services ("Administrative Support"), including but not limited to the job functions listed in **Exhibit C**. Administrative Support shall be provided to EDHFD by RESCUE's Administrative Assistant, and such services shall be provided in accordance with applicable EDHFD rules and regulations, as well as the direction and priorities provided by the EDHFD Fire Chief or designee. The frequency and duration of Administrative Support provided by RESCUE to EDHFD under this Agreement shall be in the sole discretion of the EDHFD Fire Chief or designee.~~

3. CONSIDERATION: Section 4 of the Agreement is hereby amended as follows:

4. CONSIDERATION

A. The Parties expressly acknowledge that the value of shared services substantially overlap and offset. However, given the greater needs of EDHFD as a larger agency,

more management support will be provided by RESCUE than by EDHFD. Therefore, EDHFD shall pay RESCUE the gross sum of thirty-two thousand dollars (\$32,000.00) per fiscal year for the Fire Chief (Interim) services provided by RESCUE under this Agreement.

~~B. EDHFD shall pay RESCUE in the gross amount of fifteen dollars (\$15.00) per hour for the Administrative Support services provided by RESCUE under this Agreement. RESCUE shall invoice EDHFD once per month for such services, and EDHFD shall pay such invoices within thirty (30) days of receipt. Any disputes over accuracy of the invoiced amounts shall be raised within fifteen (15) days of receipt of the invoice.~~

4. TERM OF AMENDMENT: This Amendment shall take effect ~~July 1, 2018~~ January 1, 2019 and shall terminate on the first day of employment for EDHFD's new Fire Chief, unless terminated earlier as part of the permissible termination of the entire Agreement but no later than ~~12/31/2018~~ 03/31/2019

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

Dated: _____

EL DORADO HILLS COUNTY WATER DISTRICT d/b/a El Dorado Hills Fire Department

By: _____

Name: _____

Its: _____

Dated: _____

RESCUE FIRE PROTECTION DISTRICT

By: _____

Name: _____

Its: _____

AMENDMENT TO SHARED SERVICES AGREEMENT

This AMENDMENT TO SHARED SERVICES AGREEMENT (“Amendment”) is made effective as of January 1, 2019 by and between EL DORADO HILLS COUNTY WATER DISTRICT d/b/a El Dorado Hills Fire Department (“EDHFD”) and the RESCUE FIRE PROTECTION DISTRICT (“RESCUE”) (collectively, “the Parties”).

RECITALS

WHEREAS, EDHFD and RESCUE have had a long-standing relationship; and

WHEREAS, EDHFD and RESCUE entered into a Shared Services Agreement (“Agreement”) in May 2014 to share certain senior-level management and training support activities and occasional extra administrative support; and

WHEREAS, the Parties’ current relationship has been working well and the Parties desire to temporarily expand and maximize their sharing of personnel resources during a transition period where the newly appointed Fire Chief from EDHFD assumes the duties as Fire Chief for EDHFD effective January 1, 2019;

WHEREAS, except as specifically amended below, the Parties intend for the Agreement to remain in full force and effect;

NOW, THEREFORE, the Parties hereby agree to amend the Agreement as follows:

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2. Providing support as-needed to RESCUE’s fire prevention bureau; and

2. RESCUE SERVICES: Section 3 of the Agreement is hereby amended as follows:

3. SUPPORT SERVICES PROVIDED BY RESCUE

1. The RESCUE Fire Chief will assume all duties of that position for RESCUE, in

addition to regular duties for RESCUE, provide transitional support to the Fire Chief of EDHF. In supplement to other EDHFD Chief Officers, and in conjunction with the existing mutual aid agreement between the two agencies, providing backup Emergency Response Chief Coverage.

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A. The Parties expressly acknowledge that the value of shared services substantially overlap and offset. However, given the greater needs of EDHFD as a larger agency, more management support will be provided by RESCUE than by EDHFD. Therefore, EDHFD shall pay RESCUE the gross sum of thirty-two thousand dollars (\$32,000.00) per fiscal year for the Fire Chief (Interim) services provided by RESCUE under this Agreement.

4. TERM OF AMENDMENT: This Amendment shall take effect January 1, 2019 and shall terminate on the first day of employment for EDHFD's new Fire Chief, unless terminated earlier as part of the permissible termination of the entire Agreement but no later that 03/31/2019

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

Dated: _____

EL DORADO HILLS COUNTY WATER DISTRICT d/b/a El Dorado Hills Fire Department

By: _____

Name: _____

Its: _____

Dated: _____

RESCUE FIRE PROTECTION DISTRICT

By: _____

Name: _____

Its: _____



EL DORADO HILLS FIRE DEPARTMENT

MONTHLY ACTIVITY REPORT

DECEMBER 2018

“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. The current system does not allow for accurate data collection.

Significant Incidents/Trainings/Events – Dec. 2018

Holiday Senior Luncheon at the EDH CSD – December 7th, 2018



Big Brothers & Big Sisters Snowball Event - December 8th, 2018



Santa Run – December 2018



New Grinch and Elf Outfits, Santa Run – December 2018



Remote Master Stream, Station 85 - December 2018



Remote Master Stream, Station 86 - December 2018



Vehicle Fire on Hwy 50 Near Sac County Line - December 24th, 2018



2018 vs. 2017 Statistics

Response District	Total Number of Responses DEC 2018	Total Number of Responses 2018	Total Number of Responses DEC 2017	Total Number of Responses 2017
84	64	777	68	777
85	71	803	62	829
86	46	566	41	523
87	70	1,049	79	835
91	3	63	8	78
92	3	25	0	14
Mutual Aid	44	876	58	791
Transfer	18	243	22	223
TOTALS	319	4,402	338	4,070

88.33% Medic Unit Response, < 10 Minutes (before exception reports)

92.61% 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

Total change in number of responses from 2017 to 2018

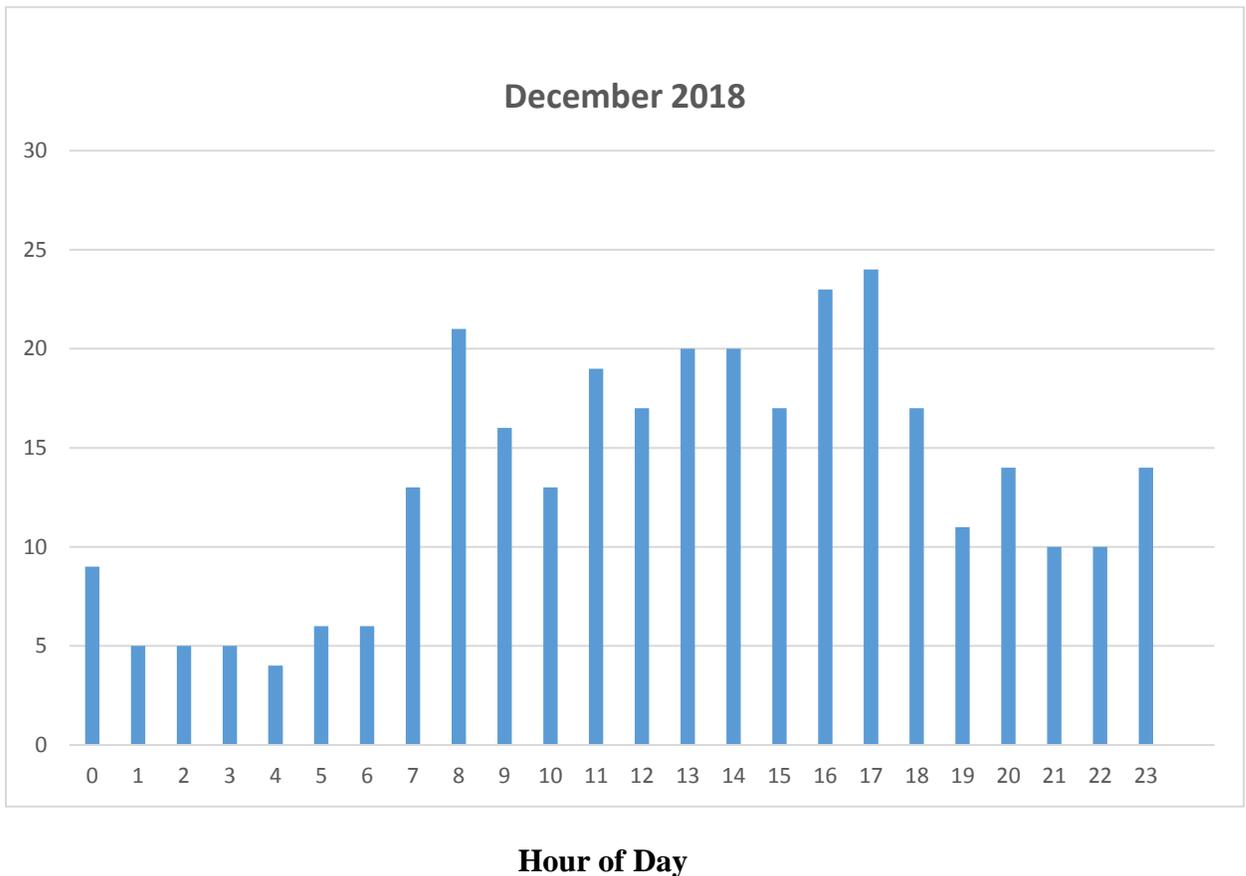
332 Response Increase (7.5%)

Deployment Measures

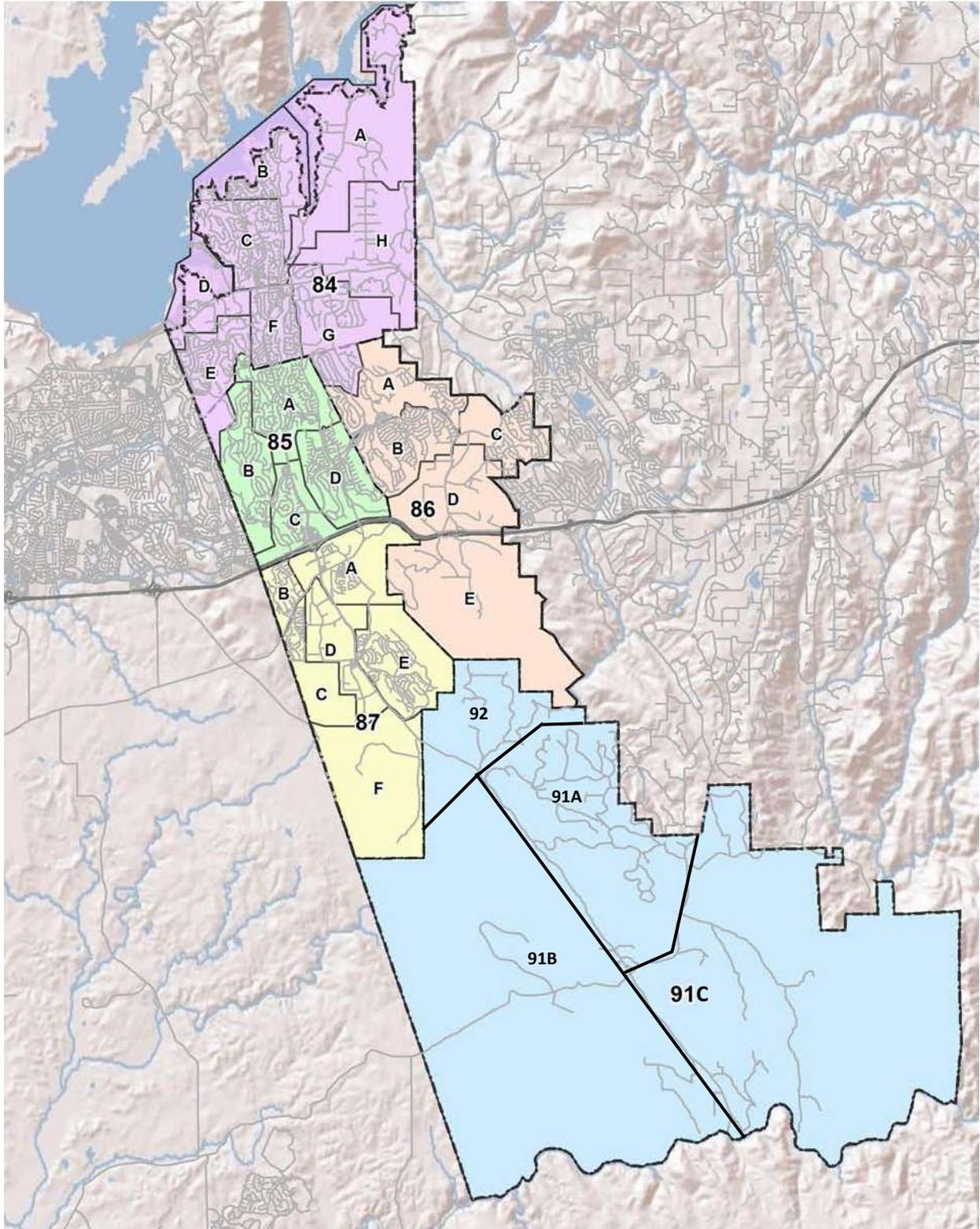
The 2016 Deployment Measures Policies are unable to be reported/tracked due to technology issues with our current Dispatch system and software limitations:

- Deployment Measure 1 - 911 Call Handling Time
- 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)

Incidents by Hour of the Day



Tools – Queries – Incident Report – NFIRS – Count of Incidents by Alarm Hour



Replacement of Staff Utility Vehicle for Training

Summary:

The Department needs a new staff vehicle to replace the current vehicle (8549) that has over 140,000 miles and has mechanical issues. The new vehicle we purchase will be assigned to the Fire Chief. The Fire Chief's current vehicle (8535) will move to be the Training vehicle. This will allow the Training/EMS Captain to have a vehicle capable of incident management to support the Battalion Chiefs.

Folsom Lake Chevy will be used to purchase a new Chevy Tahoe under the State Bid.

Folsom Lake Chevy is the sole provider for this type of vehicle within the EL Dorado Hills/Folsom region.

Fiscal Impact: \$80,000

The vehicle purchase under the State Bid will not exceed \$40,000. The equipment, radios and operational additions to the vehicle will not exceed \$40,000.

We are going to manage this purchase by shifting around priorities in the current budget. No budget adjustment will be needed.

Recommendation:

Staff recommends the purchase of the vehicle from Folsom Lake Chevy with a not to exceed price of \$80,000.

December 6, 2018

Dear El Dorado Fire Department,

Thank you for helping our community during the campfire. First of all, I appreciate your hard work. In addition I fell inspired by your bravery. Finally, I am grateful for El Dorado Fire Department, for taking the fire and smoke out. Clearly I am proud of you. Thank you.

LCC School Room 12
2090 Amanda Way
Chico, CA 95928

Sincerely,

Evelyn

Grade 3 Little Chico Creek

From: Terri

Sent: Wednesday, January 02, 2019 1:33 PM

To: scarlson@7thdi.com; carlson.steven@gmail.com; 7thdi <7thdi@edhfire.com>; Kristin Cramer <kcramer@edhfire.com>; Shannon Wright <swright@edhfire.com>; 7thdi <7thdi@edhfire.com>

Subject: [EDHFD Inquiry] Thank you and Incident Report Request

Sender details:

Name: Terri

E-mail:

IP address: 68.7.26.211

Browser: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/71.0.3578.98

Safari/537.36

COM_ALFCONTACT_DETAILS_REFERER <https://www.edhfire.com/contact-us/message>

Thanks to your team of medics, I am alive and well in San Diego. I was visiting a family in El Dorado Hills and on 12/26 7am had a heart attack. Your angels performed necessary procedures to keep me going on the way to Folsom Hospital.