

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
EIGHT HUNDRED TWENTY-FOURTH MEETING
Thursday, January 21, 2021
5:30 p.m.
(1050 Wilson Blvd., El Dorado Hills, CA)

ATTENTION

As a result of the COVID-19 emergency and the Governor's Executive Orders N-29-20 and N-33-20, this meeting will occur solely via video and teleconference. There will not be a physical public access location.

Anyone who would like to participate in the meeting must use the Zoom video link or conference line below:

Zoom Video Conference link:

<https://us02web.zoom.us/j/89853593199?pwd=UkhTZ3JLYUIBTkh5VlVyMklzVFptdz09>

Meeting ID: 898 5359 3199

Passcode: 364053

Conference Dial in:

1-669-900-9128

Please submit your comments in writing to inquiries@edhfire.com and they will be entered into the public record. If you choose to attend the Zoom meeting and wish to make a comment on an item, please use the "raise a hand" button or press *9 if dialing in by phone. Public comments will be limited to 3 minutes.

Thank you for your understanding during these challenging times.

NOTE

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Board Clerk at 916-933-6623; ext. 1038, at least two (2) days prior to the meeting.

- I. Call to Order
- II. Closed Session
 - A. Closed Session Pursuant to Government Code Sections 54956.9(d)(2) and 54956.9 (d)4); potential litigation; one matter
- III. Pledge of Allegiance
- IV. 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.)
 - B. Approve Minutes of the 823rd Board meeting held December 16, 2020
 - C. Approve Financial Statements and Check Register for December 2020
End Consent Calendar

- V. 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.

- VI. Correspondence

- VII. Attorney Items

- VIII. Committee Reports
 - A. Administrative Committee (Directors Durante and Hartley)
 - B. Finance Committee (Directors Bennett and Girauda)
 - C. Joint Powers Authority (Directors Girauda and White)
 - D. Communications (Ad-Hoc) (Directors Bennett and Durante)
 - E. Training Center (Ad-Hoc) (Directors Hartley and White)

- IX. Fire Chief's Report

- X. Operations Report
 - A. Operations Report (Receive and File)

- XI. Community Risk Reduction Report
 - A. CRRD Report (Receive and File)

- XII. Fiscal Items

- XIII. New Business
 - A. Review and approve change to Positions Authorization Document (PAD) and Organizational Chart
 - B. Review and approve Public Salary Schedule effective 1/12/2021
 - C. Review and approve surplus of Department fleet vehicles
 - D. Reorganization of Committees for 2021

- XIV. Old Business
 - A. Rescue Annexation Update
 - B. Training Facility Update
 - C. EDHCSD/EDHFD 2x2 update (Directors Hartley and White)

- XV. Oral Communications
 - A. Directors
 - B. Staff
 - C. Schedule upcoming committee meetings

- XVI. 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

EIGHT HUNDRED TWENTY-THIRD MEETING OF THE BOARD OF DIRECTORS

Thursday, December 16, 2020

6:00 p.m.

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

I. CALL TO ORDER

President Hartley called the meeting to order 6:00 p.m. Directors in attendance: Bennett, Durante, Giraud, Hartley, and White. Staff in attendance: Chief Johnson and Director of Finance Braddock. Counsel Cook was also in attendance.

II. PLEDGE OF ALLEGIANCE

III. CONSENT CALENDAR

- A. Approve Minutes of the 822nd Board meeting held November 19, 2020
- B. Approve Financial Statements and Check Register

Director Durante made a motion to approve the consent calendar, seconded by Director White and unanimously carried. (Roll call: Ayes: 5; Noes: 0)

IV. ORAL COMMUNICATIONS

- A. EDH Professional Firefighters – None
- B. EDH Firefighters Association – None
- C. Public Comment – Richard Ross, resident, thanked Staff for making a Zoom meeting available to the public.

V. CORRESPONDENCE – None

VI. ATTORNEY ITEMS – None

VII. COMMITTEE REPORTS

- A. Administrative Committee (Directors Bennett and Hartley) – Director Hartley read the following statement:

The Fire Chief's Employment Agreement calls for an annual review to be performed at or near the end of each calendar year and for salary adjustments, if any, to be made at the start of each new year. Accordingly, the Administrative Committee, with the leadership of Director Bennet, commenced the Chief's evaluation process several months ago. The Board met in Closed session over several consecutive months to individually and collectively review the Chief's performance, measured that performance against established goals, reviewed the very unusual year we have been through and the numerous adjustments that were made and challenges that were met. We also reviewed the compensation packages of comparable agencies, including Folsom, Roseville, Sac Metro, City of Sacramento, and Cosumnes Fire, consistent with the comparable review

undertaken in connection with negotiation of the represented group's Memorandum of Understanding. The Committee had one-on-one meeting with the Chief to review the Board's evaluation and presented him with our recommended salary adjustment.

The Board is very satisfied and pleased with the Chief's performance. The Board has approved a 2.5% increase in Salary for the Chief, effective January 1, 2021. All other benefits will remain unchanged. This raise will place the Chief's compensation in the middle of the range for Chief compensation in the comparable agencies, it will maintain a 10% salary differential between the Chief and Deputy Chief, and it is consistent with the annual salary adjustment recently implemented for the members of the represented group (the District firefighters).

B. Finance Committee (Directors Giraud and White) – See report under XI. Fiscal Items.

C. Joint Powers Authority (Directors Hartley and Giraud) – Chief Johnson reported that leadership has identified opportunities for improvement and are working toward those. They are also working with the County to find solutions for future capital replacement purchases that are not in the budget.

VIII. FIRE CHIEF'S REPORT – Chief Johnson reported the following to the Board:

- Staff is preparing for a modified Santa Run.
- Scott Lindgren is retiring and starting a career as a Fire Chief in Nevada.
- The Fire Marshall recruitment went well, but staff did not find a suitable candidate and will be looking at other options.
- Chief is working on the District's relationship with the Chamber of Commerce to see how they can better partner with us.
- Chief is working on meeting with the new County Supervisors and looks forward to building that relationship.
- The collaboration with the Local 3604 has been great and he looks forward to working with the new leadership.

IX. OPERATIONS REPORT

A. Operations Report (Receive and file) – No report.

X. COMMUNITY RISK REDUCTION REPORT

A. CRRD Report (Receive and file) – Chief Phillips presented the CRRD Report and highlighted that vegetation management and residential and commercial inspections have kept the CRRD Division very busy.

XI. FISCAL ITEMS – Director of Finance Braddock stated that the Finance Committee met and discussed the COVID cost update and stated that there will likely need to be a budget amendment for the new engine and any other items can be updated at that time if needed.

XII. NEW BUSINESS

- A. **Discuss Draft Annexation Resolution** – Chief Johnson stated that staff would be working on drafting an annexation resolution to submit to LAFCO and would send to the Board to review prior to submission.
- B. **Review and approve Resolution 2020-20 approving the Side Letter Agreement #1 to the El Dorado Hills Professional Firefighters Memorandum of Understanding** – Director of HR Hall presented Resolution 2020-20 and summarized the changes included in Side Letter Agreement #1.

Director White asked that the Board be made aware of any MOU changes or agreements before the Union has voted on the changes.

Director Durante made a motion to Resolution 2020-20 approving the Side Letter Agreement #1 to the El Dorado Hills Professional Firefighters Memorandum of Understanding, seconded by Director White, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

- C. **Discuss 2021 Fire Chief Goals** – Director Hartley asked that the Administrative Committee look at 2021 goals for the Fire Chief and bring recommendations back to the Board.

- D. **Election of Board President and Vice President for 2021** –

Director Hartley nominated Director White for President, seconded by Director Durante, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

Director Hartley nominated Director Bennett for Vice-President, seconded by Director Durante, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

- E. **Reorganization of Committees for 2021** – Director White asked the Board members to email him with their preferred committee assignments.

- F. **Review and establish meeting dates for 2021** –

Director Durante made a motion to keep the meeting dates on the third Thursday of every month, seconded by Director Bennett, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

XIII. OLD BUSINESS

- A. **Rescue Annexation Update** – Chief Johnson stated that the annexation package is being assembled and negotiations would start after that.
- B. **Training Facility Update** – Chief Hall reported that Staff is waiting to get some cost updates and will bring it to the Board when the numbers are in.

Richard Ross, resident, stated his concerns about the cost of the proposed training center.

C. **EDHCSD/EDHFD 2x2 update (Directors Durante and White)** – No report.

XIV. ORAL COMMUNICATIONS

- A. **Directors** – Director Bennett thanked Staff for the modified version of the Santa Run. Director Girauda thanked the District for allowing him to serve on the Board. Director White shared an end of the year poem he wrote.
- B. **Staff** – Chief Johnson expressed that he values training and is glad to see the District pursuing a training center.
- C. **Schedule upcoming committee meetings** – None

XV. ADJOURNMENT

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

The meeting adjourned at 7:00 p.m.

Approved:

Charles J. Hartley, President

Jessica Braddock, Board Secretary

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2020



	FINAL Full Year Budget FY20/21	Actual December 2020	Actual YTD December 31, 2020	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	19,490,891	9,527,563	10,024,003	(9,466,887)		} Property Tax Revenue mostly on target to budget; Supplemental trending slightly lower than budget
3270 · Unsecured Tax Revenue	353,986	8,893	334,551	(19,435)		
3280 · Homeowners Tax Revenue	157,520	23,444	23,444	(134,076)		
3320 · Supplemental Tax Revenue	370,000	42,157	159,470	(210,530)		
3330 · Sacramento County Revenue	31,170	-	-	(31,170)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,900	17,160	19,065	(17,835)		
3335.3 · Latrobe Base Transfer	82,000		-	(82,000)		
3340 · Property Tax Administration Fee	(433,893)	(435,000)	(435,000)	(1,107)		
Total 3240 · Tax Revenue	20,088,575	9,184,217	10,125,534	(9,963,040)	50%	
3505 · Misc. Revenue, Vacant Lot	-	6,131	(18,380)	(18,380)	N/A	Weed abatement costs incurred not yet collected through property tax liens Fire Prevention revenue trending lower than budget
3506 · Misc. Revenue, Fire Prev. Fees	200,000	1,158	63,369	(136,631)	32%	
3510 · Misc. Operating Revenue						
3512 · JPA Revenue	1,150,000	95,833	575,000	(575,000)	50%	CARES Act Grant funds received in Oct-20 AFG Grant Funds received in Nov-20 Severe fire season Timing of collection; Interest rates also lower than budget Timing of collection (Rescue Shared Services revenue)
3513 · Rental Income (Cell site)	54,180	4,515	27,090	(27,090)	50%	
3514.1 · Operating Grants Revenue	175,896	-	175,896	-	100%	
3514.2 · Capital Grants Revenue	66,764	-	66,764	-	100%	
3515 · OES/Mutual Aid Reimbursement	432,000	530,130	1,489,754	1,057,754	345%	
3520 · Interest Earned	300,000	304	31,037	(268,963)	10%	
3510 · Misc. Operating Revenue - Other	95,000	-	30,393	(64,607)	32%	
Total 3510 · Misc. Operating Revenue	2,273,840	630,782	2,395,934	122,094	105%	
Total Operating Revenue	\$ 22,562,414	\$ 9,822,289	\$ 12,566,457	\$ (9,995,957)	56%	
3550 · Development Fee						
3560 · Development Fee Revenue	1,400,000	77,622	608,539	(791,461)	43%	Development fee revenue trending slightly lower than budget
3561 · Development Fee Interest	-	4,313	4,322	4,322	100%	
Total 3550 · Development Fee	1,400,000	81,934	612,861	(787,139)	44%	
3568 · Proceeds from Insurance	-	-	-	-	0%	
3570 · Proceeds from Sale of Assets	-	-	3,285	3,285	100%	
Total Revenue	\$ 23,962,414	\$ 9,904,223	\$ 13,182,603	\$ (10,779,811)	55%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2020



	FINAL Full Year Budget FY20/21	Actual December 2020	Actual YTD December 31, 2020	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	6,943,601	835,277	3,735,834	3,207,767	54%	
6011 · Education/Longevity Pay	506,548	39,211	250,335	256,213	49%	
6016 · Salaries & Wages, Admin/Prev	927,463	109,245	496,280	431,184	54%	
6017 · Intern/Volunteer Stipends	3,000	715	845	2,155	28%	
6018 · Director Pay	16,000	-	5,300	10,700	33%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,843,249	198,704	683,242	1,160,007	37%	
6019.2 · Overtime, Outside Aid	360,000	-	1,256,886	(896,886)	349%	
6019.3 · Overtime, JPA	150,000	21,966	200,889	(50,889)	134%	
Total 6019 · Overtime	2,353,249	220,670	2,141,016	212,233	91%	Higher OT due to severe fire season (strike team OT) and COVID Emergency Responder Leave
6020 · P.E.R.S. Retirement	3,074,979	105,545	2,140,101	934,878	70%	Annual required lump sum payments made in Jul-20
6030 · Workers Compensation	621,404	47,731	286,383	335,021	46%	
6031 · Life Insurance	6,671	806	3,230	3,441	48%	
6032 · P.E.R.S. Health Benefits	1,798,141	142,439	1,021,552	776,590	57%	Jan premium paid in Dec
6033 · Disability Insurance	21,122	1,711	10,266	10,856	49%	
6034 · Health Cost of Retirees	1,063,825	63,729	746,529	317,295	70%	Lump sum payment of \$300k made in Sept
6040 · Dental/Vision Expense	222,360	12,201	92,888	129,472	42%	
6050 · Unemployment Insurance	15,120	-	126	14,994	1%	
6070 · Medicare	156,195	17,615	96,319	59,875	62%	
Total 6000 · Salaries & Wages	17,729,678	1,596,896	11,027,004	6,702,674	62%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	52,200	-	23,526	28,674	45%	
6102 · Other Clothing & Personal Supplies	120,225	182	7,034	113,191	6%	Timing of purchases
Total 6100 · Clothing & Personal Supplies	172,425	182	30,560	141,865	18%	
6110 · Network/Communications						
6111 · Telecommunications	37,750	3,512	21,294	16,455	56%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2020



	FINAL Full Year Budget FY20/21	Actual December 2020	Actual YTD December 31, 2020	Variance YTD Actual to Full Year Budget	(Target 50%) YTD Actual % of Full Year Budget	Notes/Comments
6112 · Dispatch Services	60,000	-	9,922	50,078	17%	Timing of dispatch invoices
6113 · Network/Connectivity	58,262	2,166	18,176	40,086	31%	Timing of internet upgrade
Total 6110 · Communications	156,011	5,678	49,392	106,619	32%	
6120 · Housekeeping	54,311	6,402	26,688	27,623	49%	
6130 · Insurance						
6131 · General Insurance	66,000	-	65,506	494	99%	Insurance Premium paid through 10/31/20
Total 6130 · Insurance	66,000	-	65,506	494	99%	
6140 · Maintenance of Equipment						
6141 · Tires	25,000	724	19,029	5,971	76%	
6142 · Parts & Supplies	35,000	4,436	22,013	12,987	63%	
6143 · Outside Work	160,000	1,127	67,495	92,505	42%	
6144 · Equipment Maintenance	42,960	694	8,579	34,381	20%	
6145 · Radio Maintenance	16,680	-	6,048	10,632	36%	
Total 6140 · Maintenance of Equipment	279,640	6,981	123,164	156,476	44%	Overall, maintenance on target to budget
6150 · Maintenance, Structures & Ground	171,867	17,771	61,939	109,928	36%	Timing of station maintenance projects
6160 · Medical Supplies						
6161 · Medical Supplies	80,931	17,236	52,098	28,833	64%	COVID-19 Supplies (partially reimbursed by grants)
Total 6160 · Medical Supplies	80,931	17,236	52,098	28,833	64%	
6170 · Dues and Subscriptions	14,044	438	10,926	3,118	78%	Prepaid Business Park Homeowners, CA Fire Chiefs' Assn., Survey Monkey, Other Annual Subscriptions in Jul-20
6180 · Miscellaneous						
6181 · Miscellaneous	12,000	20	3,044	8,956	25%	
6182 · Honor Guard	2,600	(5,022)	(5,022)	7,622	-193%	Honor Guard Camp Reimbursement
6183 · Explorer Program	4,087	-	70	4,017	2%	
6184 · Pipes and Drums	3,000	-	410	2,590	14%	
Total 6180 · Miscellaneous	21,687	(5,002)	(1,498)	23,185	-7%	
6190 · Office Supplies	29,443	1,362	10,591	18,852	36%	
6200 · Professional Services						
6201 · Audit	15,900	8,715	14,550	1,350	92%	Audit completed in Nov-20
6202 · Legal/Human Resources	242,118	13,081	88,052	154,065	36%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2020



	FINAL Full Year Budget FY20/21	Actual December 2020	Actual YTD December 31, 2020	Variance YTD Actual to Full Year Budget	(Target 50%) YTD Actual % of Full Year Budget	Notes/Comments
6203 · Notices	2,500	-	198	2,302	8%	
6204 · Other Professional Services	111,144	7,112	60,786	50,358	55%	
6205 · Elections/Tax Administration	25,000	-	-	25,000	0%	
6206 · Public Relations	6,400	2,388	3,105	3,295	49%	
Total 6200 · Professional Services	403,062	31,296	166,691	236,370	41%	
6210 · Information Technology						
6211 · Software Licenses/Subscriptions	178,640	7,406	51,109	127,531	29%	Timing of budgeted Firehouse replacement software
6212 · IT Support/Implementation	205,076	9,055	44,513	160,563	22%	Timing of IT billing/projects
6213 · IT Equipment	25,398	4,724	8,810	16,588	35%	Timing of budgeted equipment purchases
Total 6210 · Information Technology	409,114	21,185	104,433	304,681	26%	
6220 · Rents and Leases						
6221 · Facilities/Equipment Lease	55,299	4,471	26,824	28,475	49%	
6222 · Solar Lease	69,108	5,122	20,834	48,274	30%	Solar lease credits recognized Jul-Dec
Total 6220 · Rents and Leases	124,407	9,593	47,658	76,749	38%	
6230 · Small Tools and Supplies	75,275	3,156	39,646	35,629	53%	
6240 · Special Expenses						
6241 · Training	143,821	2,914	13,093	130,728	9%	Training restricted due to COVID-19
6242 · Fire Prevention	81,300	1,941	18,212	63,088	22%	Timing of weed abatement season
Total 6240 · Special Expenses	225,121	4,855	31,306	193,815	14%	
6250 · Transportation and Travel						
6251 · Fuel and Oil	80,000	7,375	33,894	46,106	42%	
6252 · Travel	35,000	792	9,186	25,814	26%	
6253 · Meals & Refreshments	19,000	581	4,869	14,131	26%	
Total 6250 · Transportation and Travel	134,000	8,748	47,949	86,051	36%	
6260 · Utilities						
6261 · Electricity	18,400	874	5,001	13,399	27%	
6262 · Natural Gas/Propane	22,200	2,137	4,165	18,035	19%	
6263 · Water/Sewer	16,200	3,542	9,587	6,613	59%	
Total 6260 · Utilities	56,800	6,553	18,753	38,047	33%	
Total Operating Expenditures	\$ 20,203,816	\$ 1,733,328	\$ 11,912,805	\$ 8,291,011	59%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending December 31, 2020



	FINAL Full Year Budget FY20/21	Actual December 2020	Actual YTD December 31, 2020	Variance YTD Actual to Full Year Budget	(Target 50%) YTD Actual % of Full Year Budget	Notes/Comments
Operating Revenue - Operating Expenditures	\$ 2,358,598	\$ 8,088,961	\$ 653,653	\$ 1,704,946		
6560 · Pension UAL Lump Sum Payment	1,000,000	-	-	1,000,000	0%	Timing of transfer to PARS
6570 · OPEB UAL Lump Sum Payment	11,870	-	-	11,870	0%	
6720 · Fixed Assets	2,000,805	161,906	190,092	1,810,713	10%	Timing of capital expenditures
Total Expenditures	\$ 23,216,491	\$ 1,895,234	\$ 12,102,896	\$ 11,113,594	52%	
Total Revenue - Total Expense	\$ 745,923	\$ 8,008,989	\$ 1,079,707	\$ 333,784		
Less: Development Fee Revenue	(1,400,000)		(612,861)			
Add: Development Fee Qualified Expenditures	1,047,250		13,374			
Total Revenue - Total Expense Net of Dev Fees	\$ 393,173		\$ 480,220			

El Dorado Hills Fire Department

1/11/2021 4:24 PM

Register: 1000 · Bank of America
 From 12/01/2020 through 12/31/2020
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2020		Transfer from LAIF	1074 · Local Agency I...	Confirm #1621...		X	700,000.00	840,334.16
12/01/2020	EFT	VSP Vision Care	6043 · Vision Insurance	Dec-20	398.73	X		839,935.43
12/01/2020	EFT	De Lage Landen Fina...	6190 · Office Supplies	Account # 988...	230.59	X		839,704.84
12/01/2020	EFT	Sterling Administrati...	-split-		450.00	X		839,254.84
12/01/2020	EFT	Technology Credit C...	-split-	Dec-20	5,121.81	X		834,133.03
12/02/2020		Transfer from LAIF	1074 · Local Agency I...	Confirm #1621...		X	730,000.00	1,564,133.03
12/02/2020	EFT	P.E.R.S. Retirement	-split-	PR20-12-1	107,562.90	X		1,456,570.13
12/02/2020	EFT	P.E.R.S. ING	-split-	PR20-12-1	2,661.23	X		1,453,908.90
12/02/2020	EFT	Sterling Administrati...	-split-		366.00	X		1,453,542.90
12/02/2020	23685	Golden State Fire Ap...	-split-	Invoice # 764634	722,721.60	X		730,821.30
12/03/2020	EFT	Nationwide Retireme...	-split-	PR20-12-1	24,252.44	X		706,568.86
12/03/2020	EFT	Sterling Administrati...	-split-		730.30	X		705,838.56
12/03/2020	EFT	Sterling Administrati...	-split-		399.40	X		705,439.16
12/03/2020	EFT	P. G. & E.	-split-	Nov-20	527.09	X		704,912.07
12/03/2020	PR20-12-1		-split-	Total Payroll T...	105,968.38	X		598,943.69
12/03/2020	PR20-12-1		1000 · Bank of Americ...	Direct Deposit	307,238.21	X		291,705.48
12/03/2020	PR20-12-1		1000 · Bank of Americ...	Payroll Checks		X		291,705.48
12/04/2020	EFT	Sterling Administrati...	-split-		398.51	X		291,306.97
12/04/2020	EFT	P. G. & E.	-split-	Nov-20	40.21	X		291,266.76
12/07/2020	EFT	P. G. & E.	-split-	Nov-20	9.53	X		291,257.23
12/07/2020	23693	4640 Golden Foothill...	-split-	Invoice # 21221	5,273.69	X		285,983.54
12/07/2020	23694	7th Dimension LLC	6212 · IT Support/Impl...	Invoice # 183191	8,869.78	X		277,113.76
12/07/2020	23695	A-CHECK	6202 · Legal/Human R...	Inv # 59-06318...	10.00	X		277,103.76
12/07/2020	23696	Advanced IPM	-split-		322.00	X		276,781.76
12/07/2020	23697	Aeroclave, LLC	-split-	Invoice # 2020...	17,038.93	X		259,742.83
12/07/2020	23698	Aflac	2100 · Payroll Liabilities	Inv # 357335	432.10	X		259,310.73
12/07/2020	23699	Aramark	-split-	Acct. # 792270...	144.80	X		259,165.93
12/07/2020	23700	ArchiveSocial	6206 · Public Relations		2,388.00	X		256,777.93
12/07/2020	23701	AT&T	-split-	Nov-20	323.67	X		256,454.26
12/07/2020	23702	Big O Tires	-split-		724.07	X		255,730.19
12/07/2020	23703	Blue Ribbon Personn...	-split-		1,420.80	X		254,309.39
12/07/2020	23704	Burkett's	6190 · Office Supplies	Invoice # 1445...	128.66	X		254,180.73
12/07/2020	23705	CA Assoc. of Profess...	-split-	December 2020	1,711.00	X		252,469.73
12/07/2020	23706	Capital Building Mai...	-split-	Invoice # 1245...	943.80			251,525.93
12/07/2020	23707	David Taussig and A...	-split-	Invoice # 2010...	2,661.26	X		248,864.67
12/07/2020	23708	Deal Heating & Air, ...	-split-		2,251.50	X		246,613.17
12/07/2020	23709	Folsom Lake Ford	6143 · Outside Work		140.00	X		246,473.17
12/07/2020	23710	The Home Depot Pro	-split-		1,209.16	X		245,264.01
12/07/2020	23711	InterState Oil Compa...	-split-		4,217.13	X		241,046.88
12/07/2020	23712	Josh Couch	6040 · Dental/Vision R...		50.00			240,996.88

El Dorado Hills Fire Department

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Register: 1000 · Bank of America
 From 12/01/2020 through 12/31/2020
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/07/2020	23713	KME Fire Apparatus	6142 · Parts & Supplies	Invoice # ca 55...	175.38	X		240,821.50
12/07/2020	23714	Kronos	-split-	Invoice # 1168...	108.97	X		240,712.53
12/07/2020	23715	Lenahan, Slater, Pear...	6202 · Legal/Human R...	Statement # 67...	225.00	X		240,487.53
12/07/2020	23716	Liebert Cassidy Whit...	-split-		592.00	X		239,895.53
12/07/2020	23717	Managed Health Net...	6204 · Other Professio...	Invoice # PRM...	654.59	X		239,240.94
12/07/2020	23718	Governmentjobs.com...	-split-		11,636.10	X		227,604.84
12/07/2020	23719	Opti-Fit International...	6233 · Station Tools/S...	Inv # 201527	1,576.36	X		226,028.48
12/07/2020	23720	Patrick Kucich	-split-	Intern Stipend	715.00	X		225,313.48
12/07/2020	23721	Ponderosa Auto Expr...	6143 · Outside Work		43.37	X		225,270.11
12/07/2020	23722	Regional Governmen...	6202 · Legal/Human R...	Invoice # 11497	2,396.25	X		222,873.86
12/07/2020	23723	Richardson & Comp...	6201 · Audit	Invoice No. 11...	8,715.00	X		214,158.86
12/07/2020	23724	Riebes Auto Parts	-split-		32.15	X		214,126.71
12/07/2020	23725	Signal Perfection Ltd	6720 · Fixed Assets		12,394.56	X		201,732.15
12/07/2020	23726	Signal Service	6150 · Maintenance,Str...	Invoice # 324959	126.00	X		201,606.15
12/07/2020	23727	Standard Insurance Co.	6031 · Life Insurance	Policy # 00 35...	805.60	X		200,800.55
12/07/2020	23728	Sutphen Corporation	6142 · Parts & Supplies	Invoice # 5000...	1,501.50	X		199,299.05
12/07/2020	23729	Teleflex	-split-	Invoice # 9503...	8,188.15	X		191,110.90
12/07/2020	23730	Time Printing	6190 · Office Supplies	Inv # 3661	282.40	X		190,828.50
12/08/2020	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Ref # 1603120...	21,978.79	X		168,849.71
12/08/2020	EFT	Sterling Administrati...	-split-		565.28	X		168,284.43
12/08/2020	EFT	Sterling Administrati...	-split-		754.00	X		167,530.43
12/10/2020	EFT	Sterling Administrati...	-split-		728.75	X		166,801.68
12/10/2020	EFT	Sterling Administrati...	-split-		875.00	X		165,926.68
12/10/2020	EFT	Sterling Administrati...	-split-		524.92	X		165,401.76
12/10/2020	EFT	Sterling Administrati...	6204 · Other Professio...		392.00	X		165,009.76
12/10/2020	EFT	P. G. & E.	-split-	Nov-20	624.06	X		164,385.70
12/10/2020	23731	Ashby Communicati...	6212 · IT Support/Impl...	Invoice # 17257	185.00	X		164,200.70
12/10/2020	23732	Cal Fire	6241 · Training	Invoice # FS-O...	168.00			164,032.70
12/10/2020	23733	Caltronics Business ...	6190 · Office Supplies	Invoice # 3147...	382.19	X		163,650.51
12/10/2020	23734	Domco Plumbing, Inc.	6150 · Maintenance,Str...	VOID: Invoice ...		X		163,650.51
12/10/2020	23735	Hefner, Stark & Mar...	-split-		9,257.50	X		154,393.01
12/10/2020	23736	The Home Depot Pro	-split-		69.76	X		154,323.25
12/10/2020	23737	InterState Oil Compa...	-split-		1,539.49	X		152,783.76
12/10/2020	23738	KME Fire Apparatus	6142 · Parts & Supplies	Invoice # ca 55...	573.48	X		152,210.28
12/10/2020	23739	L.N. Curtis & Sons	-split-		132.34	X		152,077.94
12/10/2020	23740	Ponderosa Auto Expr...	6143 · Outside Work		121.89	X		151,956.05
12/10/2020	23741	Riebes Auto Parts	-split-		512.89	X		151,443.16
12/10/2020	23742	Thomson Reuters Ta...	6241 · Training		359.00	X		151,084.16
12/11/2020	EFT	ADP	6204 · Other Professio...	Nov 2020	992.80	X		150,091.36
12/11/2020	EFT	Sterling Administrati...	-split-		113.95	X		149,977.41

El Dorado Hills Fire Department

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Register: 1000 · Bank of America
 From 12/01/2020 through 12/31/2020
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/11/2020	EFT	ADP HCM	6204 · Other Professio...	Workforce No...	255.50	X		149,721.91
12/11/2020	EFT	P. G. & E.	-split-	Nov-20	314.68	X		149,407.23
12/14/2020	EFT	Sterling Administrati...	-split-		43.56	X		149,363.67
12/15/2020		Transfer from LAIF	1074 · Local Agency I...	Confirm #1621...		X	650,000.00	799,363.67
12/15/2020			6204 · Other Professio...	Service Charge	221.09	X		799,142.58
12/15/2020	EFT	Verizon Wireless	-split-	Nov-20	70.20	X		799,072.38
12/15/2020	EFT	Verizon Wireless	-split-	Nov-20	836.86	X		798,235.52
12/15/2020	EFT	Verizon Wireless	-split-	Nov-20	3,553.50	X		794,682.02
12/15/2020	EFT	Verizon Wireless	-split-	Nov-20	877.69	X		793,804.33
12/15/2020	EFT	Sterling Administrati...	-split-		160.50	X		793,643.83
12/15/2020	EFT	Sterling Administrati...	-split-		590.00	X		793,053.83
12/15/2020	23743	Doug Veerkamp Gen...	6143 · Outside Work		162.01			792,891.82
12/15/2020	23744	FedEx	6190 · Office Supplies	Acct 5320-132...	26.15	X		792,865.67
12/15/2020	23745	G & O Body Shop Inc.	6143 · Outside Work	Inv # 0059402	600.00	X		792,265.67
12/15/2020	23746	The Home Depot Pro	-split-		1,264.76	X		791,000.91
12/15/2020	23747	InterState Oil Compa...	-split-		1,618.44	X		789,382.47
12/15/2020	23748	Larry R. Fry	6034 · Health Cost of ...		207.90	X		789,174.57
12/15/2020	23749	Life Assist	-split-	VOID:		X		789,174.57
12/15/2020	23750	PowerGen Inc.	-split-		7,612.23	X		781,562.34
12/15/2020	23751	Stryker Sales Corpor...	-split-		132,923.33	X		648,639.01
12/15/2020	23752	W.S Darly & Co.	6142 · Parts & Supplies	Inv # 17416988	144.15	X		648,494.86
12/16/2020	EFT	Sterling Administrati...	-split-		1,544.60	X		646,950.26
12/17/2020			-split-	Deposit		X	105,685.79	752,636.05
12/17/2020		Deposit	1114 · Due from other ...	Deposit		X	113,962.62	866,598.67
12/17/2020	EFT	Nationwide Retireme...	-split-	PR20-12-2	24,352.44	X		842,246.23
12/17/2020	EFT	P.E.R.S. Health	-split-	Jan 2021	203,714.77	X		638,531.46
12/17/2020	EFT	P.E.R.S. Retirement	-split-	PR20-12-2	103,792.50	X		534,738.96
12/17/2020	EFT	Sterling Administrati...	-split-		365.38	X		534,373.58
12/17/2020	EFT	Sterling Administrati...	-split-		298.00	X		534,075.58
12/17/2020	EFT	Sterling Administrati...	-split-		934.50	X		533,141.08
12/17/2020	PR20-12-2		-split-	Total Payroll T...	65,362.32	X		467,778.76
12/17/2020	PR20-12-2		1000 · Bank of Americ...	Direct Deposit	244,989.54	X		222,789.22
12/17/2020	PR20-12-2		1000 · Bank of Americ...	Payroll Checks		X		222,789.22
12/18/2020	EFT	P.E.R.S. ING	-split-	PR20-12-2	2,661.23	X		220,127.99
12/18/2020	EFT	Sterling Administrati...	-split-		141.40	X		219,986.59
12/18/2020	EFT	El Dorado Disposal ...	-split-	11/01/20-11/30...	877.34	X		219,109.25
12/22/2020	EFT	Sterling Administrati...	-split-		1,141.00	X		217,968.25
12/22/2020	EFT	Sterling Administrati...	-split-		390.00	X		217,578.25
12/22/2020	EFT	Sterling Administrati...	-split-		985.00	X		216,593.25
12/22/2020	EFT	P. G. & E.	-split-	Nov-20	474.70	X		216,118.55

El Dorado Hills Fire Department

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Register: 1000 · Bank of America
 From 12/01/2020 through 12/31/2020
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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/22/2020	23753	Deal Heating & Air, ...	6150 · Maintenance,Str...		6,780.00			209,338.55
12/22/2020	23754	David Taussig and A...	-split-	Invoice # 2011...	1,509.36	X		207,829.19
12/22/2020	23755	AT&T Mobility	6204 · Other Professio...		390.50	X		207,438.69
12/22/2020	23756	Life Assist	-split-		4,814.45	X		202,624.24
12/22/2020	23757	Regional Governmen...	6202 · Legal/Human R...	Invoice # 11586	785.00	X		201,839.24
12/22/2020	23758	Riebes Auto Parts	-split-		338.12	X		201,501.12
12/22/2020	23759	SignChef Inc.	-split-	Invoice # 28102	627.41	X		200,873.71
12/22/2020	23760	Life Assist	-split-		2,081.47	X		198,792.24
12/23/2020	EFT	Sterling Administrati...	-split-		279.96	X		198,512.28
12/24/2020	EFT	Verizon Wireless	-split-	Nov-20	40.01	X		198,472.27
12/24/2020	EFT	Verizon Wireless	-split-	Nov-20	1,624.71	X		196,847.56
12/24/2020	EFT	Sterling Administrati...	-split-		505.10	X		196,342.46
12/25/2020	EFT	Allied Administrator...	6042 · Dental Insurance	January 2021	2,831.51	X		193,510.95
12/25/2020	EFT	State Compensation ...	6030 · Workers Compe...	Policy # 11048...	47,730.50	X		145,780.45
12/29/2020	EFT	Transfer from LAIF	1074 · Local Agency I...	Confirm #1622...		X	550,000.00	695,780.45
12/29/2020	EFT	Sterling Administrati...	-split-		112.00	X		695,668.45
12/31/2020			3513 · Rental Income (...)	Deposit		X	2,100.00	697,768.45
12/31/2020	EFT	P. G. & E.	-split-	Dec-20	770.98			696,997.47
12/31/2020	PR20-12-3		-split-	Total Payroll T...	69,693.40	X		627,304.07
12/31/2020	PR20-12-3		1000 · Bank of Americ...	Direct Deposit	257,806.89	X		369,497.18
12/31/2020	PR20-12-3		1000 · Bank of Americ...	Payroll Checks		X		369,497.18

EL DORADO HILLS FIRE DEPARTMENT

“YOUR SAFETY ... OUR COMMITMENT”



MONTHLY OPERATIONS REPORT

DECEMBER 2020

*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.

Response (Per District) - 2020 vs. 2019

Response District	# of Responses <u>DEC. 2020</u>	# of Responses <u>Y.T.D. 2020</u>	# of Responses <u>DEC. 2019</u>	# of Responses <u>Y.T.D. 2019</u>
84	87	885	77	861
85	73	895	80	863
86	47	563	41	528
87	103	1,193	97	1,143
91	2	55	1	77
92	1	19	4	33
Mutual Aid	54	677	67	743
Transfer	9	190	22	246
TOTALS	376	4,477	389	4,494

Report: Tools - Queries – Incident Report Queries – NFIRS Incident Queries – Incidents By District (Summary)

Note: Run all Districts on 1 page each (manually add subdistricts)

Response (Per Unit) – 2020 vs. 2019

Unit Number	# of Responses <u>DEC. 2020</u>	# of Responses <u>Y.T.D. 2020</u>	# of Responses <u>DEC. 2019</u>	# of Responses <u>Y.T.D. 2019</u>	# of Responses <u>TOTAL 2019</u>
E-84	93	964	81	943	943
T-85/E-85	97	1,172	106	1,168	1,168
E-86	71	710	60	700	700
E-87	98	1,249	112	1,248	1,248
E-91	22	253	17	276	276
M-85	212	2,433	211	2,332	2,332
B-85	33	511	53	669	669

Report: Tools - Queries – Incident Report Queries – NFIRS Incident Queries – Incidents By Unit By District

Note: Run all Units (Monthly/YTD/Yearly) Report total number per report

Emergency Response Summary – Medic Units Response Time - El Dorado December 2020

URBAN RESPONSE,

11-minutes, 90% of time

Response Time Between 00:00:00 - 00:00:59	2.55%
Response Time Between 00:01:00 - 00:01:59	6.18%
Response Time Between 00:02:00 - 00:02:59	11.64%
Response Time Between 00:03:00 - 00:03:59	21.45%
Response Time Between 00:04:00 - 00:04:59	35.64%
Response Time Between 00:05:00 - 00:05:59	54.18%
Response Time Between 00:06:00 - 00:06:59	64.73%
Response Time Between 00:07:00 - 00:07:59	77.09%
Response Time Between 00:08:00 - 00:08:59	83.64%
Response Time Between 00:09:00 - 00:09:59	89.82%
Response Time Between 00:10:00 - 00:10:59	93.45%

Response (By Type of Call) – December 2020

RESPONSE DISTRICT	FALSE ALARMS	FIRE CALLS	GOOD INTENT CALLS	HAZEROUS CONDITION	EMS, RESCUE CALLS	PUBLIC SERVICE CALLS	EXPLOSIONS	SEVERE WEATHER CALLS	SPECIAL, OTHER CALLS
84	5	2	2	1	65	12	0	0	0
85	2	3	6	2	54	6	0	0	0
86	3	0	6	0	30	8	0	0	0
87	2	0	4	2	74	21	0	0	0
91	0	0	0	0	1	1	0	0	0
92	0	0	0	0	1	0	0	0	0
A/M	1	0	19	0	40	3	0	0	0
TOTAL	13	5	37	5	265	51	0	0	0

(Totals exclude transfers by M85)

Response (Incident Type) – December 2020

Incident Type	Incident Description	Number of Incidents
111	Building fire	1
131	Passenger vehicle fire	1
143	Grass fire	1
151	Outside rubbish, trash or waste fire	1
154	Dumpster or other outside trash receptacle fire	1
321C	EMS call, Cardiac	19
321G	EMS call, General Medical	147
321N	EMS call, Cancelled at Scene No Pt. Contact	6
321R	EMS call, Respiratory	25
321T	EMS call, Trauma, excluding veh accident with injury	44
321X	EMS call, Transfer	9
322	Motor vehicle accident with injuries	3
323	Motor vehicle/pedestrian accident (MV Ped)	1
324	Motor Vehicle Accident with no injuries	10
350	Extrication, rescue, Other	1
411	Gasoline or other flammable liquid spill	2
412	Gas leak (natural gas or LPG)	2
440	Electrical wiring/equipment problem, Other	1
500	Service Call, other	2
510	Person in distress, Other	1
512	Ring or jewelry removal	1
522	Water or steam leak	2
531	Smoke or odor removal	1
541	Animal problem	1
542	Animal rescue	1
550	Public service assistance, Other	1
551	Assist police or other governmental agency	3
553	Public service	6
554	Assist invalid	30
571E	ENGINE/TRUCK Cover assignment, standby, move-up	2
611	Dispatched & cancelled enroute	3
611F	Dispatched & canceled enroute to Fire	3
611M	Dispatched & canceled enroute Medical	16
611T	Dispatched & canceled enroute Traffic Collision	3
622	No Incident found on arrival at dispatch address	9

652	Steam, vapor, fog or dust thought to be smoke	1
653	Smoke from barbecue, tar kettle	1
671	HazMat release investigation w/no HazMat	1
700	False alarm or false call, Other	1
733	Smoke detector activation due to malfunction	2
734	Heat detector activation due to malfunction	1
735	Alarm system sounded due to malfunction	1
743	Smoke detector activation, no fire - unintentional	6
744	Detector activation, no fire - unintentional	1
746	Carbon monoxide detector activation, no CO	1

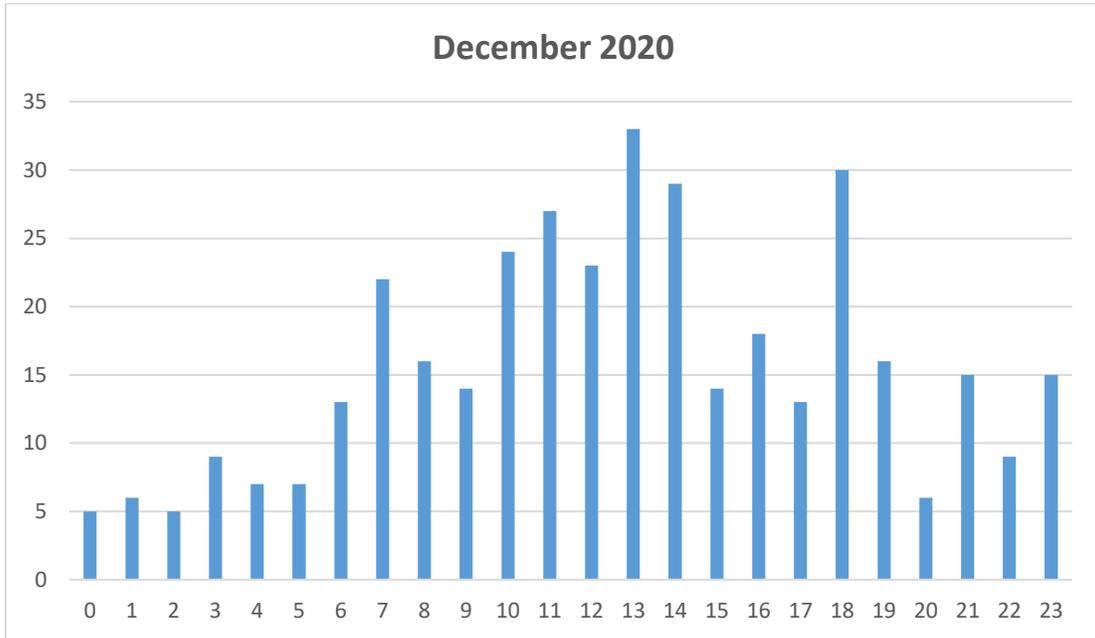
Training Division Update

As the Department continues to deal with working in the continued area of COVID, staff has had to work to limit unnecessary exposures to personnel. One such way was to limit the interaction between crews, making multi-company training non-existent. This is a measured and deliberate approach to the health and wellness of the Department's personnel and ultimately to the citizens whom we serve. This temporary change requires creativity for each member to continue to train in an effective manner. It is hoped this measure will be temporary in nature and personnel will be able to get back to a normal training in the near future.

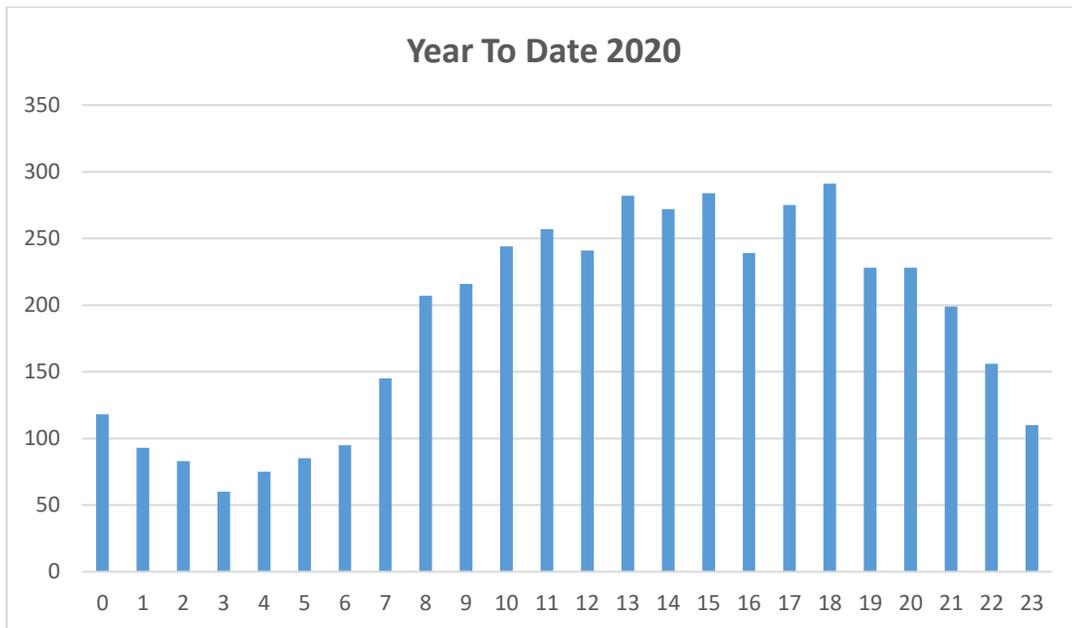
Staff continued work on updating the Department's training program; from how training is conducted to what is mandatory versus desired training for personnel. This assessment will help to streamline, improve efficiencies, and bring about a new era of training for EDH personnel.

In the month of December, staff trained on the following topics; advance cardiac life support, CPR, hazardous materials refresher, and multi-casualty incident review. A total of 14 to 16 hours was assigned.

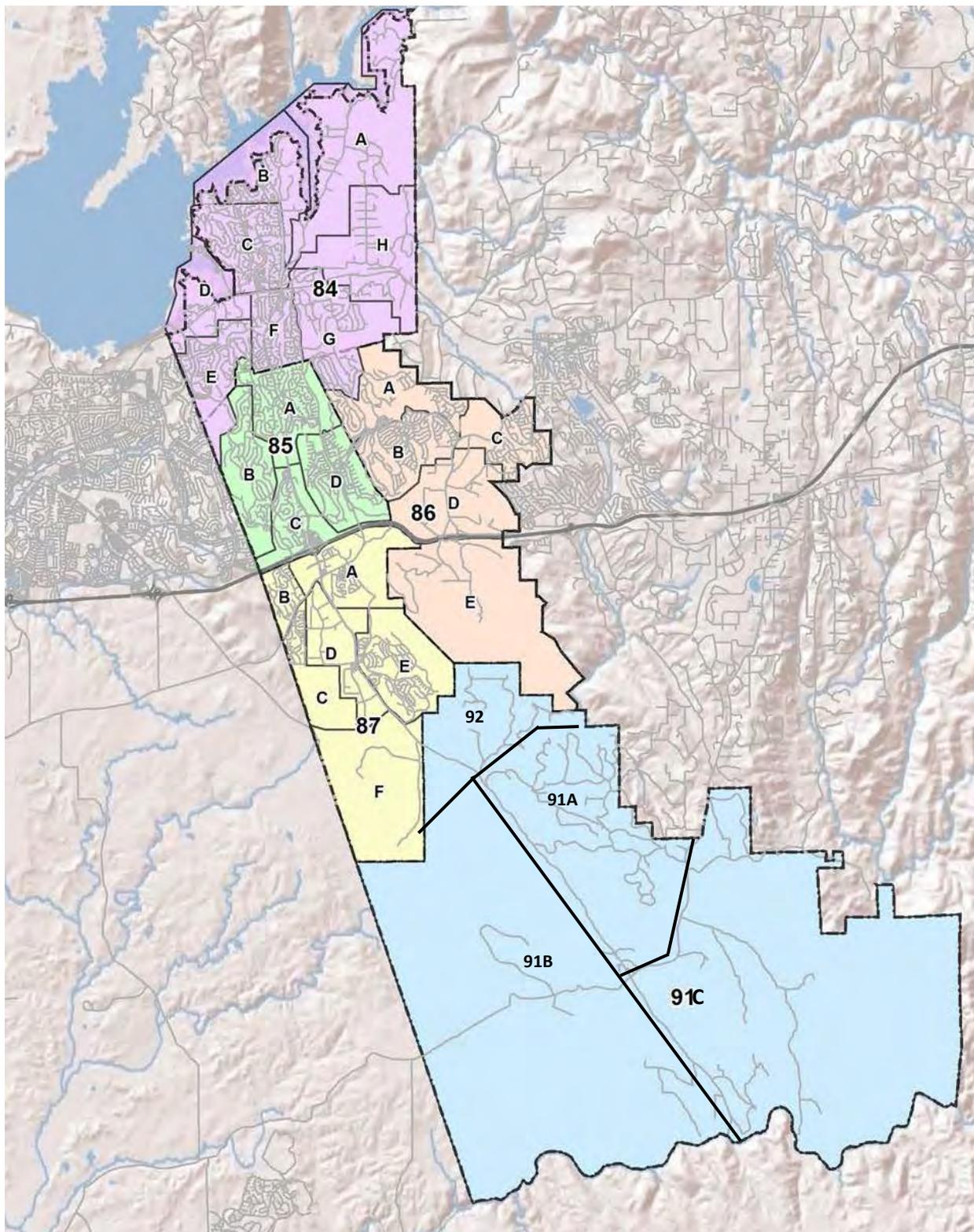
Incidents by Hour of the Day



Hour of Day



Hour of Day





EL DORADO HILLS FIREDEPARTMENT

Training Division

Quarterly Training Report

TRAINING HOURS

TOTAL HOURS FOR ALL PERSONNEL = 4162

On the heels of a very busy fire season, the Training Division continued to have a demanding fall quarter with increased COVID restrictions and challenges. These issues were met head-on and necessary adjustments were made to meet training demands and ensure our personnel were provided with excellent training opportunities.

Training Division Highlights

- **Acting Engineer Process:** The Training Division completed the revamp of the Acting Engineer process, to include a revision of the existing Engineers Task Book, a written exam, and a robust manipulative evaluation process. Potential Acting Engineer candidates with completed task books, were invited to take a written examination. 50 question multiple choice written exam was used to evaluate the candidate's knowledge by using the nationally recognized IFSTA Apparatus Operator manual. Upon successful passing of this test, candidates were evaluated on their manipulative skills through a comprehensive evaluation process that tested them on pumping, driving, wildland urban interface situations, and aerial operations. A total 6 firefighters were successful in obtaining Acting Engineer qualification.
- **Active Shooter Drill:** Active shooter training was completed by all members at the Command Training Center (CTC). The training was created and conducted with the help of Todd Crawford from the EDSO/OES division. Training included a didactic review of local Active Shooter response documents, and an in-service with the newly distributed ballistic PPE. Each apparatus was outfitted with equipment for each crew member. Included in this PPE compliment is bullet proof helmet and torso protection, and two different types of medical rescue bags for multiple victims in need of hemorrhage control. Department wide, personnel participated in a table-top active shooter scenario using the SIMS table. Personnel then participated in a live drill where they donned the specialized PPE and participated in a manipulative exercise working with simulated law enforcement officers as a "Rescue Task Force" to practice maneuvering around buildings in formation while triaging and treating victims of an active shooter incident.
- **Rescue Trailer roll-out/Confined Space equipment:** The Training Division along with Chief Brady and Engineer Tiffany, began the roll-out of the new Technical Rescue Trailer. This roll-out will be a continual process over the next several months as crews

are introduced to the equipment used in multiple technical rescue disciplines. This month, newly acquired confined space equipment was trained on. Items included hard-wired communication equipment and umbilical style air supply. Crews also completed a brief scenario, at the 86 Conex structure simulating a “confined space” utilizing the new equipment. ICS roles were filled, and a victim recovery took place.

- **Auto Extrication Training:** Auto Extrication training was conducted by the Auto Ex Cadre, Engineer Ramsey and Firefighter Nielsen. Crews participated in “ground school” exercises focusing on stabilization practices and new techniques. Personnel worked on new techniques of rapidly accessing patients in severely damaged vehicles using new Holmatro battery operated extrication equipment. Crews were able to practice these disciplines in “real life” scenarios using cars provided by a local towing service. This fundamental ground school will prepare personnel for the real-time scenario in a multi-company drill scheduled for January.
- **Command Training Center (CTC) update:** The Training Division continues to incorporate the use of the CTC for multi-company training, classes, and individual training opportunities. Personnel have begun taking online classes and tutorials in order to conduct real-life fire scenarios utilizing the Fire Studios Digital Combustion program and software. Command and Control training will continually improve as this complex and life-like training application is utilized. Currently, crews participate in static fire scenarios practicing pre-arrival assignments and report on conditions or “size-ups”. As this program develops, scenarios based on all types of emergency incidents including multi-casualty and hazardous materials incidents will be developed. In December, the CTC was utilized to conduct multiple ACLS and PALS renewal courses for Department paramedics. This is a great example of the steps that have been taken to limit the exposure and risk of COVID to EDH personnel. These classes were limited to Department personnel and the appropriate safety controls were implemented to a greater degree versus a situation where personnel would be required to attend classes at another location. The Training Division is committed to increasing in-house training utilizing our own EDHFD instructors to minimize exposure and ensure quality of training courses.

EL DORADO HILLS FIRE DEPARTMENT

“YOUR SAFETY ... OUR COMMITMENT”



Community Risk Reduction Division

January, 2021 Report

OVERVIEW

The El Dorado Hills Fire Department, Community Risk Reduction Division (CRRD) continues to see significant residential development and vegetation management program activity throughout the reporting period. Major construction activity occurred in the Saratoga Estates, Serrano, Carson Creek, Bell Ranch and Sienna Ridge areas of the District. The Town Center Apartment construction project continues to require significant staff commitment to review plans and complete construction inspections.

CRRD completed 2 defensible space inspections throughout the District. CRRD also investigated 2 Defensible Space citizen complaints on behalf of the County of El Dorado as part of their Vegetation Management program. CRRD also completed 3 fire & life safety inspections of schools, day care centers and other education facilities. We continue to support the local business community, upon request, in response to COVID-19 business related changes to ensure that they do not conflict with fire safety regulations of the District.

MAJOR ACCOMPLISHMENTS

CRRD staff completed the following activities during the last 30 days:

- Completed 66 site, building and fire protection plan reviews and 163 construction inspections.
- Completed 3 fire and life safety inspections of residential and commercial occupancies.
- Assisted El Dorado County Fire Prevention Officers Association on a number of Fire Protection Standards updates and agreements.

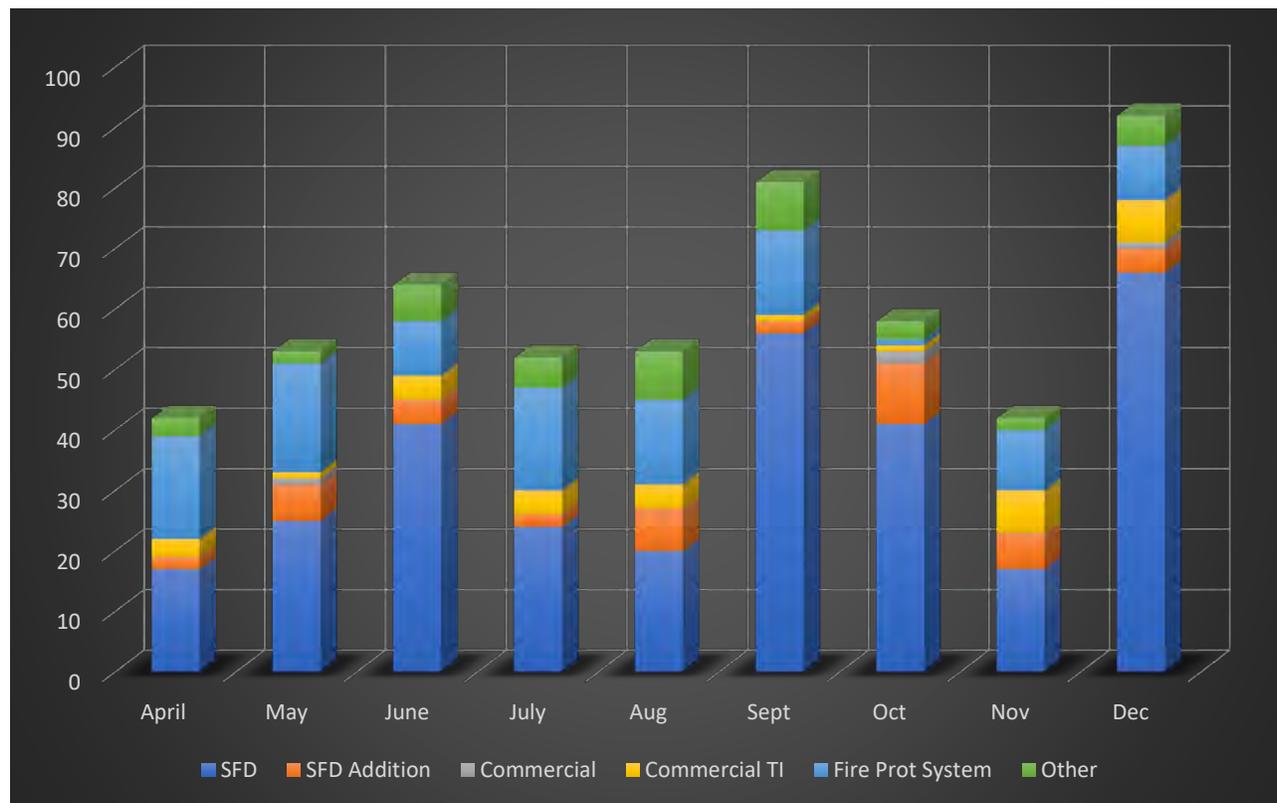


Table 1: New Construction Permit Activity by Month

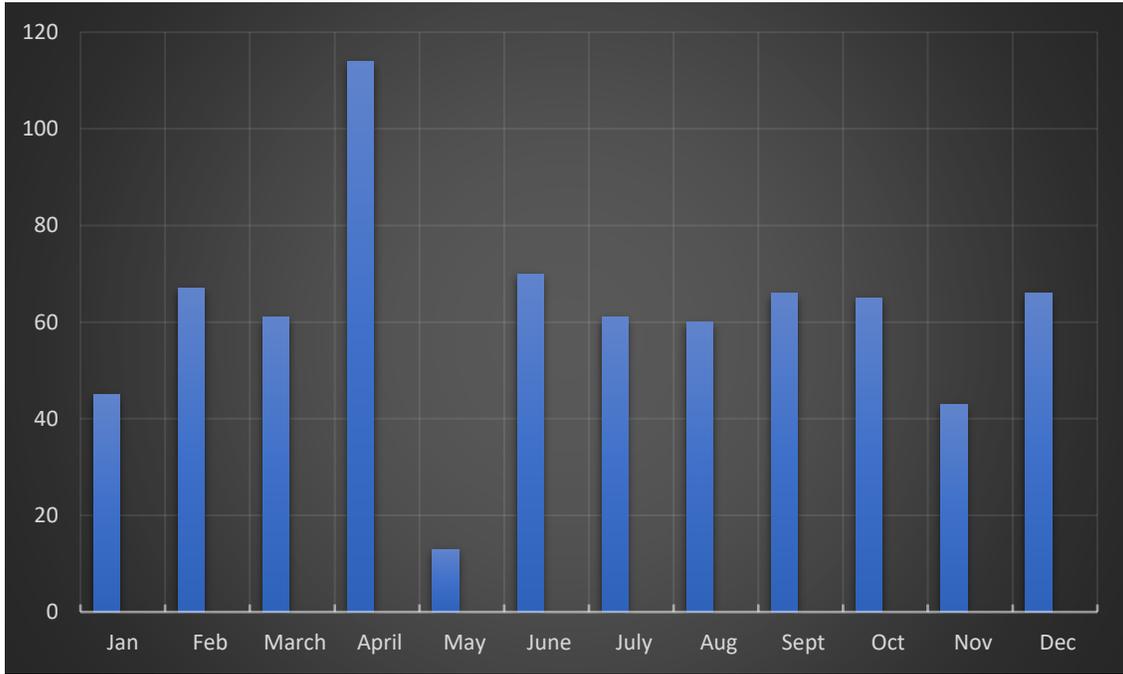


Table 2: Construction Plans Reviewed by Month Report

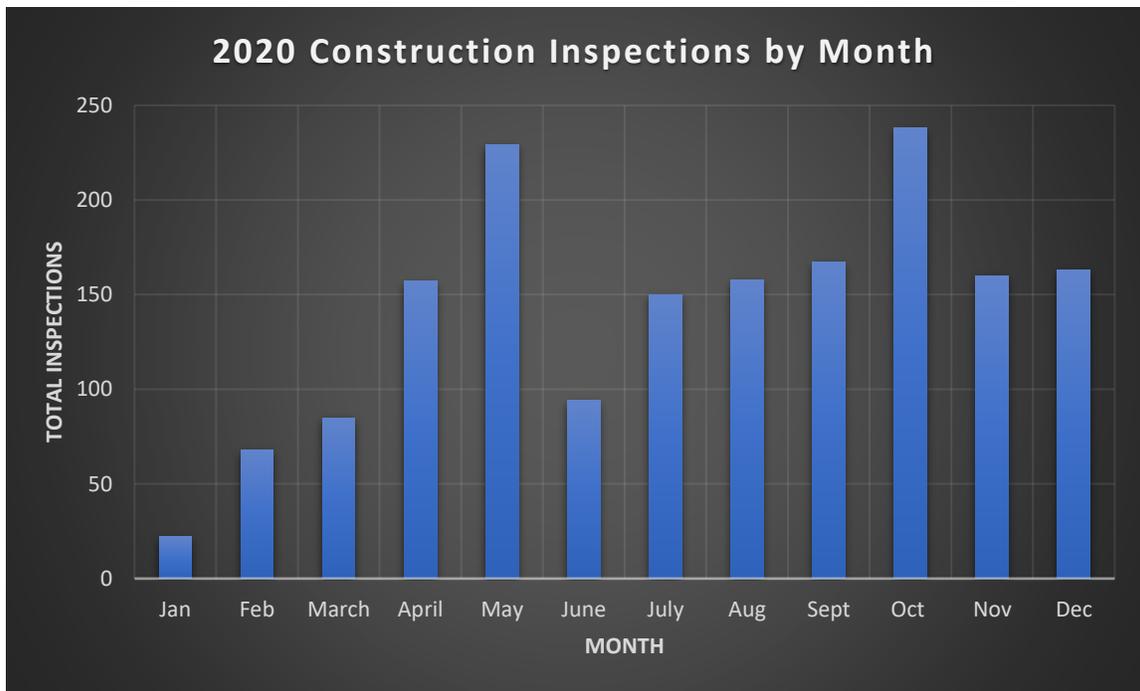


Table 3: Construction Inspections by Month Report

End of Report



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Budget FY 2020/21

SUMMARY				
Full-time Positions				
	Authorized Positions	Actual Filled Positions	Funded Positions	Proposed Changes
Office of the Fire Chief	5.5	5.5	5.5	1
Operations Branch	59	58	59	0
Administration Branch	5.175	5.175	5.175	1
Total	69.675	68.675	69.675	2



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Budget FY 2020/21

OFFICE OF THE FIRE CHIEF					
Position	Auth'd Positions	Actual Filled Positions	Funded Positions	Proposed Changes	Employee(s) / Comments
Fire Chief	1	1	1		Maurice Johnson
Administrative Assistant II	0.5	0.5	0.5		Christina Burroughs (.5 HR)
COMMUNITY RISK REDUCTION					
Fire Marshal/Division Chief	1	1	1		TBA
Fire Prevention Specialist	1	1	1	1	Marshall Cox
Fire Prevention Inspector I	1	1	1		Bryce De Witt
Community Risk Reduction Technician	1	1	1		TBA
	5.5	5.5	5.5	1	



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Budget FY 2020/21

OPERATIONS BRANCH							
Position	Auth'd Positions	Actual Filled Positions	Funded Positions	Proposed Changes	Employee(s) / Comments		
Deputy Chief, Operations	1	1	1		Dustin Hall		
Administrative Assistant II, Operations Branch	1	1	1		Stephanie Layton		
Operations Support Specialist	1	0	1		Eric Haydt		
FIRE SUPPRESSION					A	B	C
Battalion Chiefs	3	3	3		Johnston	Moreno	Brady
Fire Captains	15	15	15				
Fire Engineers	15	15	15				
Firefighters	22	22	22				
EMERGENCY MEDICAL SERVICES (EMS)							
Day Staff Captain, EMS	0.5	0.5	0.5		Captain Hathaway		
TRAINING/SAFETY							
Day Staff Captain, Training	0.5	0.5	0.5		Captain Hathaway		
	59	58	59	0			



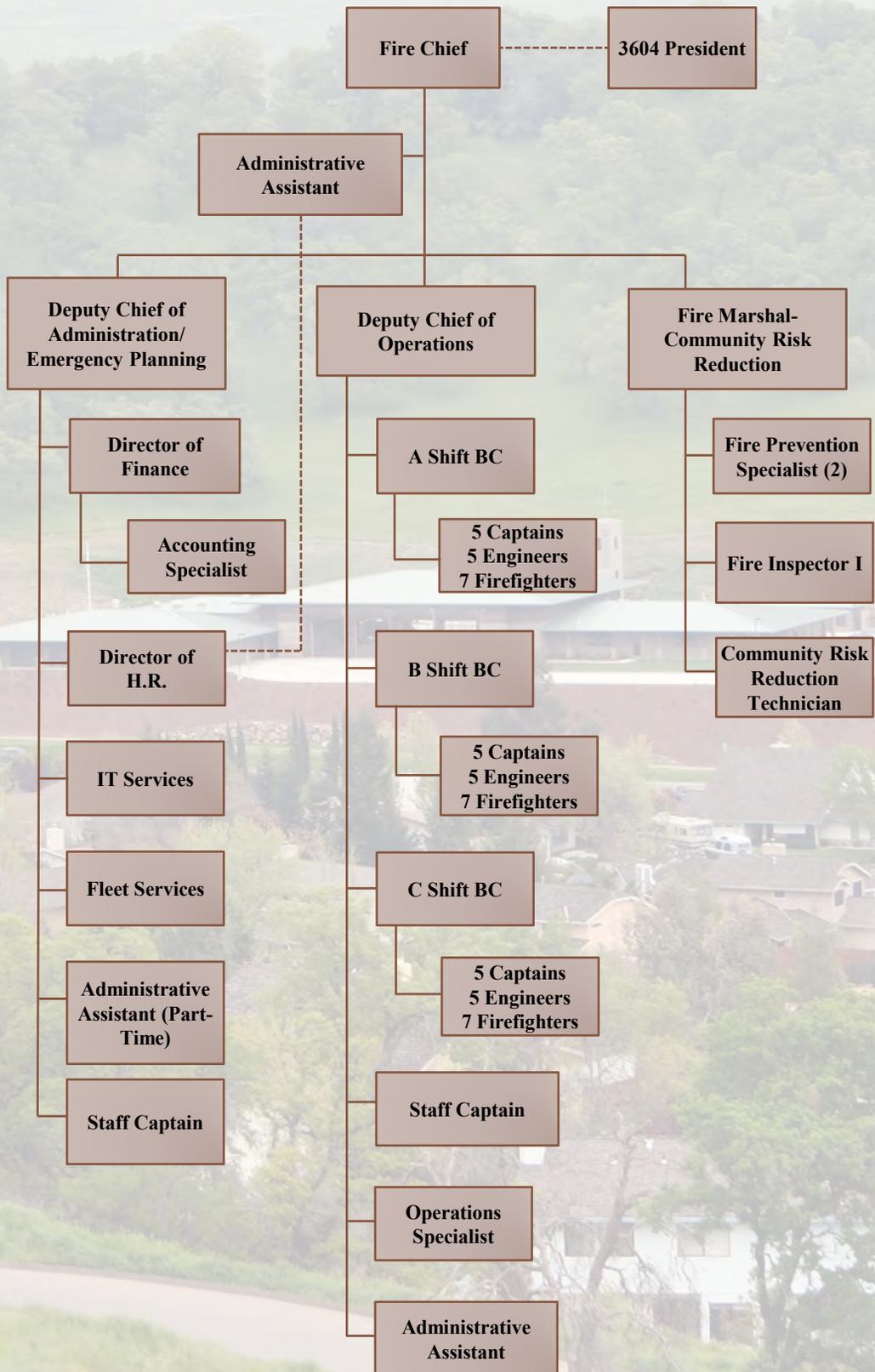
POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Budget FY 2020/21

ADMIN/SUPPORT SERVICES BRANCH					
Position	Auth'd Positions	Actual Filled Positions	Funded Positions	Proposed Changes	Employee(s) / Comments
Deputy Chief, Administration	1	1	1		Mike Lilienthal
Day Staff Captain, Administration				1	TBA
Administrative Assistant II	0.675	0.675	0.675		Kristin Cramer
HUMAN RESOURCES					
Director of Human Resources	1	1	1		Cora Hall
Administrative Assistant II	0.5	0.5	0.5		Christina Buroughs (.5 Fire Chief)
Human Resources Specialist	0	0	0		
FINANCE					
Director of Finance	1	1	1		Jessica Braddock
Accounting Specialist/Board Clerk	1	1	1		Megan Selling (Re-class from Admin II)
FLEET MAINTENANCE					
Fire Apparatus Mechanic	0	0	0		Considering Options
INFORMATION TECHNOLOGY (IT)					
7th Deminsion IT Contract	0	0	0		Contract provided services
	5.175	5.175	5.175	1	



El Dorado Hills Fire Department Organization Chart



El Dorado Hills Fire Department
Public Salary Schedule
1/12/2021



CLASSIFICATION		STEPS								
		1	2	3	4	5	6	7	8	
ACCOUNTING SPECIALIST/ BOARD CLERK	Hourly	\$ 30.20	\$ 31.71	\$ 33.28	\$ 34.96	\$ 36.70				
	Monthly	\$ 5,234	\$ 5,496	\$ 5,768	\$ 6,060	\$ 6,361				
ADMIN. ASST. I	Hourly	\$ 24.04	\$ 25.25	\$ 26.50	\$ 27.83	\$ 29.22				
	Monthly	\$ 4,167	\$ 4,376	\$ 4,593	\$ 4,824	\$ 5,065				
ADMIN. ASST. II	Hourly	\$ 28.76	\$ 30.20	\$ 31.69	\$ 33.29	\$ 34.95				
	Monthly	\$ 4,985	\$ 5,234	\$ 5,494	\$ 5,771	\$ 6,058				
BATTALION CHIEF (LINE)	Hourly	\$ 44.38	\$ 46.38	\$ 48.49	\$ 50.69	\$ 53.01				
	Monthly	\$ 10,769	\$ 11,255	\$ 11,766	\$ 12,302	\$ 12,864				
CAPTAIN	Hourly	\$ 34.92	\$ 36.67	\$ 38.50	\$ 40.42	\$ 42.45				
	Monthly	\$ 8,473	\$ 8,897	\$ 9,343	\$ 9,809	\$ 10,300				
CAPTAIN/ PARAMEDIC	Hourly	\$ 36.31	\$ 38.13	\$ 40.03	\$ 42.03	\$ 44.13				
	Monthly	\$ 8,811	\$ 9,252	\$ 9,714	\$ 10,200	\$ 10,710				
COMMUNITY RISK REDUCTION TECHNICIAN	Hourly	\$ 24.04	\$ 25.25	\$ 26.50	\$ 27.83	\$ 29.22				
	Monthly	\$ 4,167	\$ 4,376	\$ 4,593	\$ 4,824	\$ 5,065				
DEPUTY CHIEF	Hourly	\$ 80.97	\$ 84.72	\$ 88.65	\$ 92.78	\$ 97.12				
	Monthly	\$ 14,035	\$ 14,685	\$ 15,367	\$ 16,082	\$ 16,834				
DIRECTOR OF FINANCE	Hourly	\$ 70.18	\$ 73.38	\$ 76.75	\$ 80.28	\$ 83.25				
	Monthly	\$ 12,164	\$ 12,720	\$ 13,303	\$ 13,916	\$ 14,430				
DIRECTOR OF HUMAN RESOURCES	Hourly	\$ 70.18	\$ 73.38	\$ 76.75	\$ 80.28	\$ 83.25				
	Monthly	\$ 12,164	\$ 12,720	\$ 13,303	\$ 13,916	\$ 14,430				
ENGINEER	Hourly	\$ 30.44	\$ 31.97	\$ 33.56	\$ 35.25	\$ 37.01				
	Monthly	\$ 7,387	\$ 7,757	\$ 8,146	\$ 8,553	\$ 8,980				
ENGINEER/ PARAMEDIC	Hourly	\$ 31.98	\$ 33.59	\$ 35.26	\$ 37.02	\$ 38.88				
	Monthly	\$ 7,760	\$ 8,149	\$ 8,556	\$ 8,984	\$ 9,433				
FIRE CHIEF	Hourly	N/A								
	Monthly	\$ 18,979								
FIREFIGHTER/ PARAMEDIC	Hourly	\$ 25.00	\$ 26.25	\$ 27.56	\$ 28.94	\$ 30.39	\$ 31.91	\$ 33.51	\$ 35.18	
	Monthly	\$ 6,066	\$ 6,370	\$ 6,689	\$ 7,024	\$ 7,374	\$ 7,743	\$ 8,130	\$ 8,537	
FIRE MARSHAL/ DIVISION CHIEF	Hourly	\$ 56.23	\$ 58.74	\$ 61.37	\$ 64.14	\$ 67.04				
	Monthly	\$ 9,746	\$ 10,181	\$ 10,636	\$ 11,117	\$ 11,620				
FIRE PREVENTION INSPECTOR I	Hourly	\$ 32.12	\$ 33.73	\$ 35.42	\$ 37.19	\$ 39.05				
	Monthly	\$ 5,568	\$ 5,847	\$ 6,139	\$ 6,446	\$ 6,768				
FIRE PREVENTION INSPECTOR II	Hourly	\$ 37.81	\$ 39.70	\$ 41.68	\$ 43.77	\$ 45.96				
	Monthly	\$ 6,553	\$ 6,881	\$ 7,224	\$ 7,586	\$ 7,966				
FIRE PREVENTION SPECIALIST	Hourly	\$ 43.66	\$ 45.84	\$ 48.14	\$ 50.54	\$ 53.07				
	Monthly	\$ 7,568	\$ 7,946	\$ 8,344	\$ 8,760	\$ 9,198				
OPS. SUPPORT SPECIALIST	Hourly	\$ 21.71	\$ 22.80	\$ 23.94	\$ 25.13	\$ 26.38				
	Monthly	\$ 3,763	\$ 3,952	\$ 4,149	\$ 4,356	\$ 4,573				



El Dorado Hills Fire Department

1050 Wilson Blvd. • El Dorado Hills, CA 95762 • Phone (916) 933-6623 • Fax (916) 933-5983

Maurice Johnson
Fire Chief

DATE: January 21, 2021
TO: Board of Directors
AGENDA ITEM: Item XII-C
SUBJECT: Request for Approval to Surplus Fleet Vehicles

TOPIC

Staff seeks Board approval for authorization to surplus three fleet vehicles.

SUMMARY

Due to the age, maintenance cost, and limited use of these vehicles, staff seeks to remove them from the Department's fleet. This will be completed by sale to local agency and/or at auction to the highest bidder.

DISCUSSION

The Department has several vehicles that are identified as fleet vehicles. These vehicles include Administrative, Chief Officers, Community Risk Reduction Division, Training, and support vehicles. The Department has a vehicle replacement plan that identifies when a vehicle has met its useful service life. Periodically, Staff assesses each vehicle for its need, age, and mileage to determine whether to keep it in the fleet. Recently, it was determined that three vehicles were no longer needed, they are;

8542	VIN# 1FDWW36FOX41559	Mileage - 77,236
8544	VIN# 1FMPU16LX3LC57269	Mileage - 107,503
8549	VIN# 1FMPU16L83LC57268	Mileage - 148,778

Each of these vehicles have fallen outside the service life defined by the Department based on years of service and/or milage. Both vehicles 8544 and 8549 have been removed from the apparatus replacement schedule and have no identified replacement value. Vehicle 8542 has met the years of service requirement and is scheduled for replacement in 2021.

Though the vehicles have exhausted their service life with the El Dorado Hills Fire Department, they do still have value to other agencies that may be unable to afford new vehicles. Staff has solicited interest from local agencies and one department expressed interest, assessed, selected, and agreed to the purchase of one of the vehicles. This

"Serving the Communities of El Dorado Hills, Rescue and Latrobe"

department is working with very limited resources and does not have the ability to purchase a new vehicle to meet its specific needs. The two vehicles that are still available will be sent to auction and sold to the highest bidder.

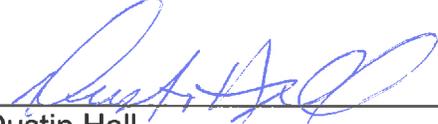
FISCAL IMPACT

The anticipated proceeds from the sale of all three vehicles is expected to be minimal, approximately \$5,000.

RECOMMENDATION

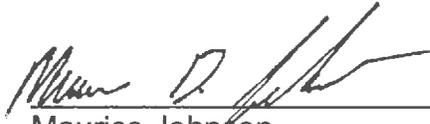
Staff respectfully recommends the Board approve the surplus of these three vehicles, with one of them going to a local department and the of the other two going to auction.

Submitted by:



Dustin Hall
Deputy Chief – Operations

Approved by:



Maurice Johnson
Fire Chief