



## Cal Tahoe Emergency Services Operations Authority

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### JPA Board of Directors Regular Meeting

Monday January 11, 2016 **9:00am.**  
Lake Valley Fire Protection District  
2211 Keetak Street  
South Lake Tahoe, CA 96150

### Minutes

#### I. Regular Meeting - Call to Order/Roll Call/Introductions

##### A. Call to order at 9:01 a.m.

##### B. Board Attendees:

- X Bob Bettencourt, Chairman of the Board
- X Dave Huber, Director
- X Wendy David, Director
- X Tom Davis, Director

##### Other Attendees:

- X Ryan Wagoner, Executive Director
- X Jeff Meston, Fire Chief for SLTFD
- X Gareth Harris, Fire Chief for LVFD
- X Marty Creel, SLTFD
- X Tony Gasporra, LVFD
- X Dave Hekuis, LVFD
- X Ted Jackson, LVFD
- X Ron Sitton, LVFD
- X Nira Feeley, Assistant City Attorney
- X Rich Todd, County EMS
- X Joe Forehand, SLTFD
- X Karl Koeppen, SLTFD
- X Doug Bailey, SLTFD
- X Holt Cawelti, SLTFD
- X Al Martinez, LVFD
- X Chris Wildman, SLTFD
- X Pat Hambel, SLTFD
- X Jim Drennan, LVFD
- X Kileigh Labrado LVFD, Taking minutes

### **C. Pledge of Allegiance**

No communication from the public at this time.

### **D. Approval of Agenda**

Wendy David proposed two additional items to the agenda. She would like an update on the defibrillator and the dispatch contract.

***Motion** to approve the agenda with above changes was made by Dave Huber seconded by Tom Davis. All were in favor. No further discussion. Motion carries unanimously.*

### **E. Consideration of Approval of October 19th, 2015 Minutes**

***Motion** to approve the October 19, 2015 Meeting Minutes was made by Dave Huber seconded by Tom Davis. All were in favor. Motion carries unanimously.*

## **II. Continued Business**

### **A. El Dorado County EMS Agency Information and Status Update**

Rich Todd reported that an RFP for ePCR's should go out next week. He is looking forward to seeing what comes in. The two JPA's (CSA 3 and CSA 7) will have a chance to review. The product with the best services, not the cheapest price, will be selected. The timeline to go live will be summer of 2016. The paper PCR's have had cleaner tracking but Rich Todd thinks that the new ePCR's will be even cleaner.

## **III. New Business**

### **A. Consideration by the Board of approval to amend the JPA By-Laws to reflect a change in electing Board member assignments in January.**

There was discussion on making additional changes to the bylaws to including the following:

Page 1 **Article 3.1** – remove the words "in addition to the Fire Chiefs.

Page 2 **Article 3.2** – Remove contract Employee.

Page 3 **Article 5.6** – Clarify the fact that if a full Board is not in attendance there needs to be a unanimous vote in order for action to be taken.

**Article 6.4** - Change Rosenberg's Rules of Order to Robert's Rules of Order.

Page 5 **Article 11.1** – remove corporation, and replace JPA or CalTahoe.

In addition it was asked to include the locations where the agenda is being posted.

***Direction** was given by Wendy David to bring back the corrected language for approval at the next scheduled meeting.*

***Motion** to approve amending the JPA By-Laws to reflect a change in electing Board member assignments in January was made by Wendy David and seconded by Dave Huber. All were in favor. Motion carries unanimously.*



## **B. Elect Chairperson, Vice-Chairperson, Secretary and Treasurer**

**Motion** to elect Robert Bettencourt as Chairperson of the Board was made by Dave Huber and seconded by Tom Davis. All were in favor. Motion carries unanimously.

**Motion** to elect Tom Davis as Vice-Chairperson was made by Robert Bettencourt and seconded by Dave Huber. All were in favor. Motion carries unanimously.

**Motion** to elect Ryan Wagoner as Secretary and Treasurer was made by Dave Huber and seconded by Tom Davis. All were in favor. Motion carries unanimously.

## **C. Consideration by the Board to surplus reserve ambulance**

**Motion** to declare surplus of one 2006 Ford F-350 Ambulance, VIN 1FDWF37P56EC71740 was made by Dave Huber and seconded by Wendy David. All were in favor. The motion carries unanimously.

## **D. Consideration by the Board to sell the surplus ambulance**

**Motion** to sell the surplus ambulance to Reno Fire Department under the Intent to Purchase Agreement was made by Wendy David and seconded by Tom Davis. All were in favor. The motion carries unanimously.

## **E. El Dorado County fines to the JPA**

On December 9, 2015, \$8,250 in fines were assessed to the JPA for missing information on PCR's. Discussion ensued with Rich Todd to see why these fees were assessed and if they could be waived. It was made clear that there is a 30 day window to correct missing data and provide it to the County. Both members of the JPA are working diligently to correct these issues and prevent recurring fines from being assessed. The fine will come out the City of South Lake Tahoe's management fee.

## **IV. Old Business**

### **A. Consideration by the Board to Request Cal Tahoe JPA Contract Extension letter extending to contract year August, 2020**

**No action taken - This item was tabled until the next meeting**

A discussion took place regarding updates from the JPA subcommittee. The City Council had not had a chance to meet since the last subcommittee meeting and should have some updates by the next scheduled JPA meeting. The City is still hoping for a smooth transition and hope to work with Lake Valley but need some closure and an end date. Rich Todd mentioned that El Dorado County is a very active partner in this process but only two parts of the current contract can be opened up for discussion, those are IFT's and Dispatch fees. Dave Huber informed the Board that Lake Valley will only take over the ambulance service if it is financially feasible. There was talk of scheduling a subcommittee meeting or special meeting after the February City Council meeting.

## **Staff Reports**

### **A. SLTFD Fire Chief Meston**

The City had 2278 medical calls in 2015. They sent out customer satisfaction surveys and had about 10% returned all rating them in the high 90% range.

Snow Globe was augmented this year by Rock Med and during the three days Rock Med treated 188 patients. Of those treated, 17 were transported to Barton for care.

### **B. LVFD Fire Chief Harris**

Lake Valley is demoing the Physio monitors at this time. They have completed their evaluation of the Zoll monitor. Chief Harris suggested scheduling an equipment committee meeting after the 30 day testing is up so that a decision can be made on the purchase of new monitors. Ryan Wagoner will schedule this meeting.

Lake Valley has also been sending out customer satisfaction surveys, and has not had any negative surveys returned. Chief Harris commended everyone for a doing a great job.

### **C. Executive Director**

The annual Systems Status Management Plan has been updated. Barton had some issues with the plan and this should help them better understand the process. We are waiting to get our audit report back. The audit process has been completed. We should have the RFP for dispatch back by April 1, 2016 and a RFI for monitors has been sent out.

The County passed a rate increase of 28% for ambulance transport fees. This puts approximately \$250,000 into CSA 3 account. There is approximately \$2.3 million in CSA 3's account but this money cannot be used based on the current contract. It would be considered a gift of public funds if used outside of the contract unless it was determined an emergency situation by the County Board of Supervisors.

### **D. Financial Reports FY 2014/2015**

Ryan Wagoner talked about the ambulance inflation factor. Historically the JPA budgets 1.5 – 2% for ambulance inflation. This year there was no inflation factor and the JPA budget is facing a \$10,000 deficit. An adjusted budget will need to be prepared and approved once the surplus ambulance has been sold to reflect these changes.

Rich Todd explained what the County would do in the event the City defaulted on its contract. He stated that this would be considered a public safety emergency and the County Board of Supervisors would have to step in. The County would use the \$2.3 million in the General Fund to augment the expense. Dave Huber asked if this contingency was a fire based EMS plan. Rich Todd was unsure and Tom Davis asked him to look into it.

### **G. General Counsel**

None

## **VI. Board Communications**

Dave Huber and Tom Davis have scheduled a time to meet (subcommittee) to continue to work on existing issues.

## **VII. Closed Session**

*None*

### ***Adjournment – 10:50 am***

Minutes taken by Kileigh Labrado, Lake Valley Fire Protection District

Next regular meeting will be April 11th, 2016 at 9:00am at City of South Lake Tahoe City Council Chambers.