



Cal Tahoe Emergency Services Operations Authority

JPA Board of Directors Regular Meeting

Wednesday September 7, 2016

9:00am.

Lake Valley Fire District Station 7 Classroom
2211 Keetak St South Lake Tahoe, CA 96150

Minutes

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

A. Director Bettencourt called the meeting to order at 9:00 a.m.

B. Board Attendees:

- X Bob Bettencourt, Chairperson
- X Dave Huber, Director
- X Wendy David, Director
- X Jeff Meston, Fire Chief for SLTFR, sitting in for Director Tom Davis

Other Attendees:

- X Ryan Wagoner, Executive Director
- X Jeff Michael, Interim Fire Chief for LVFD
- X Rich Todd, El Dorado County EMS Director
- X Mike Schwartz, Fire Chief for North Tahoe Fire District
- X Kim George, SLTFR
- X Dave Hekuis, LVFD
- X Mike Anderson, LVFD
- X Leona Allen, Retired LVFD
- X Anne Collins, JPA Board Attorney's Office
- X Sallie Ross-Filgo, SLTFR, Taking minutes

C. Pledge of Allegiance

1. Chief Schwartz from the North Tahoe Fire Protection District introduced himself and spoke about the changing needs of North Tahoe and Meeks Bay Fire. They have expressed a desire to re-join the Cal Tahoe JPA for the purpose of providing an ALS Engine in the Meeks Bay area. There is no monetary support requested. They simply want to provide a higher level of care to the constituents of Meeks Bay. Is requesting support from the JPA Board in this matter, and would like to attend the next Board meeting. Dave Huber requested this request be agendized for the next meeting. Wendy David agreed. Wants 5 voting members on the Board. Chief Schwartz also indicated if the addition of his agencies is approved, he would like to talk further at the next meeting about the possibility of adding an ambulance to Meeks Bay Fire. Rich Todd added there is already a formal request in to El Dorado County about this. Chief Schwartz thanked the group for allowing him to come in and speak at the meeting today.

D. Note about California's Open Meeting Law

1. Approval of Agenda

2 changes to agenda; #6, Policies and Procedures, no action, only discussion. Also, delay communications / Public comment to be heard after item# 3.

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

2. Approve Special Meeting Minutes June 29, 2016

***Motion** to approve the June 29, 2016 Special Meeting Minutes was made by Wendy David seconded by Dave Huber. All were in favor. No further discussion. Motion carries unanimously.*

3. Rich Todd County Communication

Epcr – Rich Todd is going to the Board for approval. Still working on IFT's. Service model – working with County on contracts. Looking for something affordable. Talking about ideas. There are still contract extensions available. Talked with Barton about possible solutions to IFT issues, specifically Psych IFTs. There are different ideas being talked about but it's business as usual for now. Patricia Charles-Heathers is the new HHS Director. Director Huber inquired about the "draw down" policy of the City and Mutual Aid response. Chief Meston and Rich Todd discussed the City's position on draw down. Chief Meston indicated the City would be able to send a resource outside the City limits if there are any extra resources available. For example, if Engine 3 is committed, Engine 1 would remain in the City for City needs. If both Engines are available, we can send one into Lake Valley's area for Mutual Aid. An allegation was made concerning the availability of an ALS Engine responding to a medical emergency to Heavenly Ski Resort; this incident was fully investigated by County EMS and Supervisor Novasel and was deemed unfounded and within the authority of the City of South Lake Tahoe.

4. Update on County Psych IFT Amendment

Ryan Wagoner – Still working on this – still concerned about the volume. Rich Todd expressed concern about the volume also. Trying to work with the County to push the subject along.

5. Cal Tahoe JPA Bylaw update

Ryan Wagoner provided Bylaws with red-lined changes by the board and legal counsel. The board went through the bylaws line by line. Huber wants to discuss the structure of the board. Should the Board members be elected officials or Fire Chiefs or both? Bylaws must be changed to reflect structure. It must go through the County. Bettencourt wants this to be agendaized. Barton has expressed interest in resolution. David has questions about the Bylaws. Wants to clarify 4.4 Discipline Process – Changes will be made to this line. Huber questioned the “Independent Contractor” position. Anne Collins with County Counsel said they would look into this and come back with a recommendation. Section 5.6 will be stricken. (Voting language) Amendments to be made and voting on the new language will commence at the next Board meeting.

***Motion** to approve the bylaws with discussed changes and adoption at the next meeting was made by Wendy David seconded by Dave Huber. All were in favor. No further discussion. Motion carries unanimously.*

6. JPA Employee Policy and Procedure

Anne Collins from County Counsel gave a brief overview of the Policies and Procedures Manual. It goes together with the employee handbook. Gave the Board an update on the background of the document. No action by the board at this time.

7. JPA Employee Handbook

Ryan Wagoner said he is still working on the employee handbook but has requested an approval vote by the Board so the book can be given to the employees right away.

***Motion** to approve the Employee Handbook with the understanding there will be changes to the document at the next meeting was made by Wendy David seconded by Dave Huber. All were in favor. No further discussion. Motion carries unanimously.*

8. CTESOA Salary Resolution

It was recommended by Anne Collins from County Counsel that Exhibit A be voted on and adopted. Exhibit B shall be tabled until the next meeting.

Ryan Wagoner is recruiting for the next Operations Manager position. Wendy David does not want to approve anything that will cost more money.

Motion to approve the Salary Resolution #2016-1 Exhibit A with the understanding there will be changes to Exhibit B by the next meeting was made by Dave Huber seconded by Wendy David. All were in favor. No further discussion. Motion carries unanimously.

9. Approval for new Ambulance Purchase

Ryan Wagoner talked about the new ambulance being built. Cal Tahoe may be able to purchase this ambulance at a discounted rate and we can take delivery in the next 30 days. Requested approval from the Board to purchase the new ambulance, with the understanding that El Dorado County provided \$160,000 for this purpose and the JPA will provide the other \$9,560.00 needed to make the purchase.

Motion to approve the purchase of a new ambulance as described in the proposal, as well as the extra funds needed from the JPA savings account to purchase the vehicle as well as supplies to outfit the vehicle in the amount of \$45,000 was made by Dave Huber seconded by Wendy David. All were in favor. No further discussion. Motion carries unanimously.

10. New CTESOA Logo

Motion to approve the new CTESOA logo was made by Bob Bettencourt seconded by Dave Huber. All were in favor. No further discussion. Motion carries unanimously.

E. Adjournment

Motion to adjourn September 7, 2016 Regular Meeting Minutes was made by Wendy David at 10:43 am and seconded by Dave Huber. All were in favor. No further discussion. Motion carries unanimously.

Minutes taken by Sallie Ross-Filgo, South Lake Tahoe Fire Rescue

Next regular meeting will be October 11th 2016 9:00 am at Lake Valley Fire Station 7 Classroom.