

MINUTES

Tuesday, March 8, 2011

BOARD OF DIRECTORS – Garden Valley Fire Protection District Regular Meeting

Location: 4860 Marshall Road – Garden Valley, CA 95633 – Training Room

Directors, Frank Clark, Dave Souza, Rick Nelson and Karen Smith are present, as is Chairman Richard Smith. Also present are Chief Dekker, and District Accountant Christina Havens. In the audience are Captain Jeff Burch, and Captain Wes Norman. Guests are: Jerry Jackson
A quorum is noted and the meeting starts at 9:30AM

...indicates pauses or interruptions

PLEDGE OF ALLEGIANCE:

- 1.0 **ADOPTION OF AGENDA:** The Board Clerk asks that Agenda Item 4.8 add another piece of correspondence which is the Form 700 to be filled out before April 1st. It is a time sensitive form and arrived in the mail after the agenda was set in place. All Directors are given their paperwork. Director Frank Clark makes motion to adopt agenda. Director Karen Smith seconds the motion. Passes unanimously.
- 2.0 **INTRODUCTION OF GUESTS:** Jerry Jackson makes himself known but has nothing to say.
- 3.0 **OLD BUSINESS:** Discussion/Possible Actions
 - 3.1 – **Annexation:** Jennifer Boyd could not be here today due to a family matter. The LAFCO process is tabled until the next meeting, April, 12, 2011
 - 3.2 – **Policy for Waiving and/or Diversion of Fees:** Director Richard Smith presents his verbiage for the new procedure regarding the Waiving or Diversion of Fees. Director Karen Smith reads the wording. The acceptance of such a policy is approved with a motion from Director Nelson and seconded by Director Clark. The motion passes unanimously.
 - 3.3 – **Signatures Request from County Auditors Office:** The board clerk collects the required signatures will fax the document to Keely Giovannoni, in the Auditor/Controller's office.
 - 3.4 – **Resignation Letter from Receptionist Tabled from February 8th Meeting:** Chief Dekker lets the board know he has accepted the terms in the first paragraph of Ms. Jo Cleaver's letter of resignation, to be relieved of her duties in the front office and said he approved her resignation February 25, 2011. He also said "he is glad the board has decided to keep her as the Board Clerk." He made the following recommendation "not to fill this (*the front office position*) until after the budget hearings." Director Karen Smith makes a motion to accept the second paragraph of Ms. Cleaver's letter where she had asked to stay on as Board Clerk and Director Rick Nelson seconds the motion. This motion passes unanimously.

4.0 – NEW BUSINESS:

4.1 – Minutes of February 8, 2011. Director Karen Smith makes the motion to accept the minutes as typed, and Director Rick Nelson seconds the motion. The motion passes unanimously.

4.2 – Water Tender Update Discussion/Chief Dekker The final draft has been completed. The Chief has sent 147 pages electronically to all the Board of Directors. Dekker: This was a good consolidated effort with Captain Burch, Robin Bement, Kevin Lance and myself all lending an area of expertise to this project. Director Karen Smith, wants to know if this is the first new truck this district will have? The Chief and Captain Burch let her know this department bought a new truck in 1985 and the Freightliner in '03. The Chief continues, "I'm typing up the paperwork for bids, and they will be in the mail tomorrow." At this time the Chief asks for a Special Meeting of the Board to be held Friday, April 1, to open said bids. After some discussion, everyone is able to attend this meeting. Director Clark wants to know if we will advertise the old water-tender for sale? "Yes, I am doing that." The Chief continues, "remember we cannot sell this truck in California. It will have to go out of state, because of the EPA requirements. I cannot donate or give it away, as per the terms in the grant."

4.3 – Financials: Christina Havens, District Accountant presents her financial report and goes over the list of bills. Director Clark makes a motion to accept the financials as presented and the motion is seconded by Director Karen Smith. Motion passes unanimously.

4.4 – Fiscal Audit: This yearly audit was done by Craig Fechter. Director Clark makes a motion to accept the Audit as presented and is seconded by Director Nelson. The motion passes unanimously. A copy is in the front office for the General Publics perusal.

4.5 – Cost Allocation Plan: Christina Havens presents this documentation on behalf of Assistant Chief Szczepanik for the IMSD. This worksheet results in an increase in the Administration Fee from 16.8 to 22.41 percent for the IMSD team member's paperwork. In addition there is a 2011 Salary Survey. The survey needs to be signed by Chief Dekker. This Certification is signed by Chairman Smith and forwarded to Cal EMA. Director Clark makes the motion to approve the Cost Allocation Plan and Director Karen Smith seconds the motion. Passes unanimously.

4.6 – Statement of Facts: This discussion has to do with a filing with the Secretary of State. The Chief wants to get more clarity on the subject and contact Attorney John Kennedy further discussion is tabled until to the next meeting. The information given to date, alludes to the fact that this board needs to comply with Government Code section 53051 and registered with the Secretary of State and the County Clerk's office. The Chief is calling John Kennedy.

4.7 – Approval of JPA 11/12 Preliminary Budget: Chief Dekker explains the inequities of this budget for Special Districts. (Copy on File in Front Office) "There is over 6 Million dollars sitting in reserve with this agency," says the Chief. Dekker: Typically we have gotten \$7500 a year from the JPA. This year I asked for \$113,000 to offset our expense with the ALS engine program here at GVFPD. They asked me to redo my figures. So I submitted \$99,000 and they still cried poor mouth and gave us \$10,500. I ask that you approve the budget. However, I would like to compose a letter from myself and the board, addressing the ALS issue, parody, and levels of services. I would like the letter to accompany the approval of this budget, when the minutes are approved, April 12th. Director Nelson: I would like to see a run

4.7 - Continued

report from Camino, with the response times from each district, to see where the parody is, and GVFPD's response time, compared to everyone else. Dekker: And everyone is paying the same price. Nelson: Seems to me, it would be an easy report. We should be getting that money. Dekker: And we're not being reimbursed for our supplies. Nelson: Can't we get these same findings from the CitiGate report? They did the same numbers. Director Rick Nelson makes a motion to approve the JPA budget and Director Karen Smith seconds the motion. Passes unanimously with the understanding the letter will be written to accompany the approved minutes, next month.

4.8 – Correspondence:

A letter is written from Barbara and Ray Edison thanking Captain Frost and crew for the information provided for brushing and maintenance of their property.

There is also an Agreement to Provide Funding for Emergency Medical Services and Equipment. On file in front office Director Clark asks the Chief if he has heard anything more about the TLC ambulance group coming into El Dorado County. Dekker: The County BOS has put in an application into the Sacramento EMS to have El Dorado County to be "declared an exclusive" ambulance service area. Right now it is not. It will be a war of attorneys.

The Chief had asked Christina Havens to do a financial study of the Support Group. Dekker: We are now in possession of their ByLaws. Its part of their contract to do this yearly and has not been done since I've been here. Havens: No I am not prepared to present this to the Board at this time. I thought we'd have a special board meeting with Ginny Churchill (Support Group Coordinator) Dekker: We haven't been in compliance with this and I take responsibility for this. I just didn't know. The document goes back to 2001. We'll invite Ms. Churchill to attend on Tuesday, April 12.

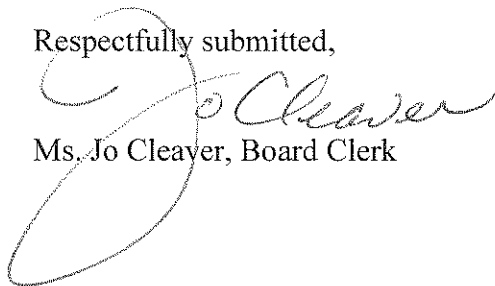
5.0 – IN PROCESSING: Updates

5.1 – Consolidation/Director Nelson we've had a short informal meeting, Georgetown was holding off, coming back to the table, until we had our meeting with County Fire. We discussed that. We are going to rely on the numbers that we had from discussions with County Fire in 2008 and then we are rescheduling so we can move forward. Everyone on the Georgetown side is leaning that way, as are we. We've talked about breaking out into a small Ad Hoc committee to talk with personnel, so we can keep moral across the board....with everybody, and bring that report back to the consolidation committee; so Richard and I can concentrate on the paper side of things. Director Souza is going to be on the HR side, with Rick Todd... The HR committee is to monitor and cultivate good relations between GV and the Georgetown board in concert with the consolidation effort. This committee will provide a measure of compliance with the Firefighters Bill of Rights. The Committee will report to the full Board in open or closed sessions in accordance with the Brown Act. Dekker: Rick Todd and I would like to see the two boards meet. All ten board members; he'll be back on the 17th of March. Souza: There's going to have to be some training and we're going to have to go somewhere and get those resources to do that. Nelson: Refer to that California Special District packet. Captain Burch: How is Dave suppose to know what's going on in the Ad Hoc committee meetings, when he's not there? Is he a go-between? Nelson: No, Dave and I are going to be sitting on that HR committee. Union negotiations are all a part of this. Souza: If there is a conflict, please let us know.

6.0 – BOARD MEMBER OPEN FORUM: Dekker: Reminds the board about the dinner, March 11th in Cameron Park at the Community Center at 5:30PM. We have to do the dinner in three months and I'm thinking of a barbecue in the park.”

7.0 - ADJOURNMENT: Director Karen Smith makes the motion to adjourn. Director Rick Nelson seconds the motion. Passes unanimously. Meeting adjourns at 10:50 AM The next meeting will be a special board meeting, Friday, April 1st for bid openings.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jo Cleaver". The signature is written in black ink and is positioned above the typed name.

Ms. Jo Cleaver, Board Clerk

Date: April 12, 2011