



# El Dorado County Emergency Services Authority

## JPA Board of Directors Meeting Minutes

Wednesday February 22, 2023 – 9:00 a.m.  
El Dorado Hills Fire Department Station 85 Main Conference Rm  
1050 Wilson Blvd. El Dorado Hills, CA

**CALL TO ORDER: 9:02 a.m.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

### Board Attendees:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Assistant Chief Dusty Martin     | <input type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Clint Siebert                 |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Mike Blankenheim                  | <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief Nathan Barcklay            |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Matt Gallagher                     | <input type="checkbox"/> Diamond Springs Fire, Battalion Chief Leah Yaws                      |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero, <b>Vice Chair</b>    | <input type="checkbox"/> El Dorado County Fire, Division Chief Paul Dutch                     |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson, <b>Chair</b> | <input type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall                       |
| <input type="checkbox"/> Garden Valley Fire, Chief Wes Norman                                      | <input type="checkbox"/> Garden Valley Fire, Assistant Chief Linda Szczepanik                 |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Glenn Brown                             | <input type="checkbox"/> Georgetown Fire, Assistant Chief Bob Bement                          |
| <input type="checkbox"/> Marshall Medical Center, Nicole Lamm                                      | <input checked="" type="checkbox"/> Marshall Medical Center, EMS Coordinator Michele Williams |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief Jack Rosevear                             | <input type="checkbox"/> Mosquito Fire, Captain Morgan Lugo                                   |
| <input checked="" type="checkbox"/> Pioneer Fire, Chief David Whitt <i>arrived at 10:10</i>        | <input type="checkbox"/> Pioneer Fire, Battalion Chief Ken Earle                              |
| <input type="checkbox"/> Rescue Fire, Chief Bryan Ransdell   | <input type="checkbox"/> Rescue Fire, Captain Joel Warman                                     |

### Guests:

Christian Mello, George Peterson Insurance  
Todd Milne, McNeil & Company

### Other Attendees:

Director John Girauda, EDH Fire  
Deputy Chief Mike Lilienthal, EDH Fire  
Director Tim White, EDH Fire  
Doug Alliston, EDC ESA Legal Counsel  
Executive Director Cristy Jorgensen, EDC ESA

## 1. APPROVAL OF AGENDA

- *Chief Johnson motioned to approval the agenda. Chief Gallagher seconded the motion which carried unanimously.*

## 2. PUBLIC COMMENT

- *Director White from EDH Fire spoke about his nomination to LAFCo Board as the fire district representative. His term is coming up in May. He was nominated for a 4-year term and is looking for fire district support for his nomination. He will be sending out letters to the Board Presidents of the fire district boards for the upcoming elections.*

## 3. CONSENT CALENDAR

Approval of Action Summaries

- JPA EMSOC Meeting Minutes November 16, 2022
- JPA EMSOC Meeting Minutes December 21, 2022
- JPA BOD Meeting Minutes October 26, 2022
- JPA BOD Meeting Minutes December 21, 2022

Cal Fire ECC Board Alternate: Deputy Chief Nathan Barcklay

EL Dorado County Fire Protection District Board Alternate: Deputy Chief Paul Lohan

Approval of December 2022-January 2023 Accounts Payable Claims

**ACTION:** *Chief Cordero motioned to approve the Consent Calendar. Chief Martin seconded the motion which carried unanimously.*

#### **4. CLOSED SESSION**

##### **4.1 PURSUANT TO GOVERNMENT CODE SECTION 54956.9 CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9-3 cases.

*The Board recessed into Closed Session at 9:07 am.*

#### **5. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION**

##### **5.1 PURSUANT TO GOVERNMENT CODE SECTION 54956.9 CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9-3 cases.

- *The Board returned from Closed Session at 9:40 am.*
- *The Board discussed three items of anticipated litigation. No reportable decisions or action taken.*

#### **6. REPORTS**

##### **6.1 Executive Director Report**

- *Executive Director Jorgensen reported on recent activities.*
- *Met with County LEMSA & CAO's Office to discuss IFT Pilot Project progress. Report on expired medical supplies. Donation of expired medical supplies to Folsom Lake College EMT Program and American River College Paramedic Training Program. Initial work on preliminary budget. Met with retired RN David Buettner, PreHospital Coordinator from UCD who is interested in staying involved in the EMS System in the County.*
- *David Buettner introduced himself to the Board and briefly spoke about his experience in EMS.*
- *Update on Strategic Plan project from Fitch & Assoc. Preliminary Draft GIS report was provided to staff for review. Will continue to refine with additional response maps and then they will come out for an in-person presentation.*
- *Update on recent EDC BOS activities-End Point EMS Consulting contract was approved. Reviewed the scope of work and associated work phases. Project kick off introduction meeting from LEMSA scheduled. Approved update to Fire & EMS AdHOC reps.*
- *LEMSA working on updating MCI Plan. In discussions on how to facilitate this to encompass county wide plan.*
- *Discussion on JPA sponsored training. EVOC train-the-trainer and Documentation Training was provided in January with low agency participation. Discussion on various training delivery models. Will schedule an additional EVOC TTT Course.*

##### **6.2 Response Statistics for December 2022, January 2023**

6.2.1 Medical Response Times

6.2.2 Mutual Aid

6.2.3 Move Ups & Covers

6.2.4 IFTs

6.2.5 Response Comparison

6.2.6 APOT

- *Staff presented Response Reports for December 2022 and January 2023. Worked with EMSOC to combine the reports for the most effective and informative system reports.*

##### **6.3 EMS Operations Committee (EMSOC)**

- *Meeting location has been moved to Station 28. March, April, May and June meetings will be moved to the afternoon.*

##### **6.4 Finance Committee**

- *Chief Brown reported that the Finance Committee is updating member representatives. Recommendation for new Chair and Vice Chair. Next meeting scheduled for March 2, 2023. Discussed mid year budget adjustments at last meeting.*

##### **6.6 Ambulance Deployment/Medic Unit Staffing AdHOC**

- *Recommend to disband this AdHOC.*

## **6.7 Policy Review AdHOC**

- *Committee working on reviewing policies and identification of proposed policies. Next meeting scheduled for March.*

**ACTION:** *Chief Martin motioned to receive and file all reports. Chief Cordero seconded the motion which carried unanimously.*

## **7. DISCUSSION/PRESENTATION ITEMS**

### **7.1 JPA Insurance Presentation: George Peterson Insurance**

#### **7.1.1 Risk Management Recommendation Report**

- *Staff invited new insurance carrier to the meeting to present on the program and additional support items available.*
- *Performed Risk Management Analysis of JPA. Report and recommendations are in the packet. Staff updated on steps JPA has taken to address the findings.*
- *Carrier is requesting information requirements to support the policy.*
- *Christian Mello from George Peterson Insurance presented on the new carrier and insurance program. Reviewed Risk Management Recommendation Report with the Board. Discussion on online learning platform and possible courses.*

### **7.2 Q1 FY 22/23 CQI Report**

### **7.3 Q2 FY 22/23 CQI Report**

- *Staff presented data findings for Q1 and Q2 of the CQI Report. Discussion on what the data metrics demonstrate vs. what is documented in other areas of the ePCR. Discussion on outcome reporting.*

### **7.4 EDC ESA IFT Pilot Project**

- *Staff presented IFT Pilot Project Report. Nearing conclusion of first year of the project. Reiterate commitment to the project-reduction in quantity of Code 2 Out of County transfers and reduction in quantity of Medical Transports. CCTs, Code 3 and Behavioral Health transfers were going to remain consistent for the system. In reviewing the data, there has been a significant reduction in the C2s and Medical Transports. When MMC makes the request, we remain committed to being their partner in serving the community. Executive Director is an available resource to Dispatch, MMC and the crews if there are any questions regarding an IFT or Medical Transport request.*

### **7.5 Response Statistics-7 Medics**

- *Staff presented report on response statistics. Staff will continue to produce this report even when M49 is back online.*

### **7.6 EMS Access During Disaster Response**

- *Request from Chief Rosevear to review the plan for remote area rescue with limited or blocked access. Discussion on the process.*

**ACTION:** *Chief Johnson motioned to receive and file all Discussion/Presentation items. Chief Gallagher seconded the motion which carried unanimously.*

## **8. ACTION ITEMS**

### **8.1 JPA Policy Update**

#### **8.1.1 Field Training Officer Designation-Archive**

- *Policy AdHOC recommends archiving this policy. This subject is covered by the LEMSA.*

#### **8.1.2 Paramedic Accreditation-Archive**

- *Policy AdHOC recommends archiving this policy. This subject is covered by the LEMSA. Does include language on a \$250 stipend to an FTO for Paramedic Accreditation. Board direction to staff to incorporate that reimbursement language into the Training Reimbursement Policy.*

#### **8.1.3 9-1-1 Patient Destination-Archive**

- *Policy AdHOC recommends archiving this policy. Subject is covered by the LEMSA.*

#### **8.1.4 Utilization of Air Ambulance-Archive**

- *Policy AdHOC recommends archiving this policy. Subject is covered by the LEMSA.*

#### **8.1.5 Policy 3.1.5 System Status Management-Approve Edits**

- *Edits were made to the Geographical Service Areas in the policy and were presented to the Board at the December 2022 meeting. Edits were submitted to the LEMSA for review and comment. LEMSA is in support of proposed edits. Board in support of the edits and approving the updated policy.*

- Director White requested clarification of the term archive and whether the policy is being deleted or archived.

**ACTION:** Chief Martin motioned to archive Field Training Officer Designation Policy, 9-1-1 Patient Destination Policy, Utilization of Air Ambulance Policy and Paramedic Accreditation Policy with direction to staff to incorporate FTO Stipend language into the Training Reimbursement Policy. Additionally, Chief Martin motioned to approve and adopt edits to Policy 3.1.5 System Status Management. Chief Cordero seconded the motions which carried unanimously.

### **8.2 IFT Pilot Project Timeframe**

- Staff met with LEMSA and CAO Office on the IFT Pilot Project as the initial project timeframe was coming to a conclusion. JPA seeking input on formalizing the pilot language in the SSM Policy. In those discussions the LEMSA System Wide Assessment and Strategic Plan were discussed. It was proposed to extend the pilot by one calendar year to allow for the System Assessment process at the County level to be conducted without making significant permanent changes to the system. Staff communicated with MMC on the proposal and sought input on how the pilot is affecting their operations. MMC reported continued support of the project.
- Requesting approval from Board to extend project timeframe to March 31, 2024.

**ACTION:** Chief Cordero motioned to approve the extension of the IFT Pilot Project to March 31, 2024. Chief Johnson seconded the motion which carried unanimously.

### **8.3 EMSOC, Finance & Ambulance Deployment/Medic Unit Staffing AdHOC Membership**

- Due to recommend disbanding of Ambulance Deployment/Medic Unit Staffing AdHOC, no discussion on that membership.
- Discussions on adding a non-transport agency to the membership of EMSOC and Finance. DS Fire and MOS Fire are interested in participating in either or both committees.

**ACTION:** Chief Blankenheim appointed Diamond Springs-El Dorado Fire Protection District to the JPA EMSOC. Chief Blankenheim appointed Mosquito Fire Protection District to the Finance Co.

### **8.4 Annual Appointment of Committee Officers: Chairperson and Vice Chairperson-Finance**

Per JPA Policy JPA Board and Committee Meetings: Section B. JPA Standing Committees: "The Board Chair, after receiving a recommendation from the committee membership, shall appoint the Committee Chair and Vice-Chair. These appointments will be made at the Board's last meeting of the year for assumption of position at the beginning of each calendar year. The Chair and Vice-chair will serve in this capacity for one (1) year. The term of service may be shortened if the Committee is discontinued by the Board, and/or the Board Chair elects to appoint a new Chair and Vice-chair.

- Discussion on Chair and Vice Chair for Finance Committee. Finance Committee recommends Chief Dutch as the Chair.
- Will wait on appointment of Vice Chair until after the Finance Co. has a chance to meet and bring a recommendation to the Board.
- Reviewed Finance Co. membership and representatives.

**ACTION:** Chief Blankenheim appointed Chief Dutch as the Chair of the Finance Committee.

## **9. FISCAL ITEMS**

### **9.1 FY 22/23 Budget Update**

- Staff presented FY 22/23 Budget Update.

**ACTION:** Chief Brown motioned to receive and file the budget report. Chief Cordero seconded the motion which carried unanimously.

### **9.2 FY 22/23 Mid-Year Budget Adjustment**

- Staff presented FY 22/23 Mid-Year Budget Adjustment. This was presented and discussed at the Finance Committee. Allocates funds from Reserves for the cost of one medic unit remount. Adjusts specific object line budget requirements to account for actual related expenses.

**ACTION:** Chief Brown motioned to approve Resolution 2023-1 Fiscal Year 2022/23 Mid-Year Amended Budget. Chief Cordero seconded the motion which carried unanimously.

## **10. Board of Director Questions & Comments**

10.1 CAL FIRE ECC AEU: No Report.

10.2 CAL FIRE Cameron Park: No Report.

10.3 Diamond Springs / El Dorado Fire: Moving forward with County Fire on exploring the feasibility of consolidation study.

10.4 El Dorado County Fire: Reported out on Ambulance Cover at MMC which made it through the

*Planning Commission. M49 PAOs started orientation yesterday. Looking at orientation completed around March 10th. As soon as all 6 are through their accreditation process the unit will go live. Once M49 is live, M28 will go back to quarters. Possible Open House on March 25th.*

*10.5 El Dorado Hills Fire: 85% complete on Training Center. Soft opening first part of May. Grand opening in the Fall. Purchased new vehicles. 3 new Firefighters. MOU negotiations.*

*10.6 Garden Valley: Absent.*

*10.7 Georgetown Fire: Hired new medic. RES did FTO for candidate. 1 opening on medic unit due to military deployment. Side-by-side located at St. 61.*

*10.8 Marshall Medical Center: Planned OR Maintenance for 8 hours this weekend. Will go on advisory during this time. May by-pass for certain patients. Will communicate with all on the process.*

*10.9 Mosquito Fire: MOS Fire placed in 3 different categories in the Chili Cook-off.*

*10.10 Pioneer Fire: Absent for report.*

*10.11 Rescue Fire: Absent.*

## **11. GOOD AND WELFARE**

**11.1 El Dorado County CAO's Office:** *CAO Don Ashton leaving position. Thank you to Don for all of the support and collaboration.*

**11.2 El Dorado County LEMSA:** *LEMS Core Measure Project pushed out with provided training program. Completion rosters need to be submitted directly to LEMSA by March 15, 2023. LEMSA will begin reviewing tags and sending notifications to the crews. At MAC, LEMSA moving forward on Pain Management and Hemorrhage Control Policy Updates. Will not be seeking additional input on the updates. 3 new medications will be added to the system LEMSA to provide training. In person TTT with agency reps, TTT's provide the training to their departments.*

- Board direction to staff to develop Professional Services Agreement for CQI Services with David Buettner to bring to the April BOD meeting. Work with Board Chair and Vice Chair.*

## **12. CLOSED SESSION**

**12.1 PURSUANT TO GOVERNMENT CODE (SECTION 54957) PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Executive Director

- The Board recessed to Closed Session at 11:56 a.m.*

## **13. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION**

**13.1 PURSUANT TO GOVERNMENT CODE (SECTION 54957) PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Executive Director

- The Board returned from Closed Session at 12:05 p.m. No decisions or reportable action taken.*

**Adjournment-12:06 pm**