



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Wednesday December 21, 2022 – 9:00 a.m.
Diamond Springs Fire Protection District Fire Station 49
501 Pleasant Valley Rd. Diamond Springs, CA

CALL TO ORDER: 9:03 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Attendees:

- | | |
|--|--|
| <input checked="" type="checkbox"/> CAL FIRE - Cameron Park Fire, Assistant Chief Dusty Martin | <input checked="" type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Clint Siebert |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Mike Blankenheim | <input type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief Dave Wood |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Matt Gallagher | <input checked="" type="checkbox"/> Diamond Springs Fire, Battalion Chief Leah Yaws |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero, Vice Chair | <input checked="" type="checkbox"/> El Dorado County Fire, Division Chief Paul Dutch |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson, Chair | <input checked="" type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall |
| <input checked="" 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 checked="" type="checkbox"/> Marshall Medical Center, Nicole Lamm | <input 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 (late) | <input type="checkbox"/> Pioneer Fire, Battalion Chief Ken Earle |
| <input checked="" type="checkbox"/> Rescue Fire, Chief Bryan Ransdell | <input checked="" type="checkbox"/> Rescue Fire, Captain Joel Warman |

Guests:

Guy Valente, El Dorado County EMSA

Other Attendees:

Doug Alliston, EDC ESA Legal Counsel
Director John Giraud, EDH Fire
Director Mickey Kaiserman, EDC Fire
Deputy Chief Mike Lilienthal, EDH Fire
Director Lloyd Ogan, EDC Fire
Director Dave Phillips, DS Fire
Director Tim White, EDH Fire
Division Chief Trent Williams, EDC Fire
Executive Director Brian Veerkamp, EDC ESA
Deputy Director Cristy Jorgensen, EDC ESA

1. APPROVAL OF AGENDA

- *Chief Cordero motioned to approve the agenda with the requested modification. Chief Norman seconded the motion which carried unanimously.*

2. PUBLIC COMMENT

- *Director Tim White from El Dorado Hills Fire spoke as the Special District Rep for LAFCo. He has been appointed to a charter review committee. He is recommending a proposal to amend the charter for the provision of Prop 172 funding. The funding is earmarked for "public safety" and believes the biggest public safety issue in the County is the threat of fire. There is a meeting on January 9th at 5pm with the County Board of Supervisors and he encourages all to attend and support his proposal.*

3. CONSENT CALENDAR

Approval of Action Summaries

- JPA EMSOC Meeting Minutes August 17, 2022
- JPA EMSOC Meeting Minutes September 27, 2022
- JPA Special BOD Meeting Minutes October 28, 2022
- JPA BOD Meeting Minutes April 8, 2022

Rescue Fire Protection District Board Alternate: Captain Joel Warman

Approval of October-November 2022 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 54956.9-2 cases.

4.2 PURSUANT TO GOVERNMENT CODE SECTION 54957 PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Executive Director

4.3 PURSUANT TO GOVERNMENT CODE SECTION 54957 PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Deputy Director

- *The Board recessed into Closed Session at 9:09 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 54956.9-2 cases.

5.2 PURSUANT TO GOVERNMENT CODE SECTION 54957 PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Executive Director

5.3 PURSUANT TO GOVERNMENT CODE SECTION 54957 PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Deputy Director

- *The Board returned from Closed Session at 10:23 am.*
- *Met with legal counsel on 2 items of potential litigation*
- *Board has offered the Executive Director position to Deputy Director Cristy Jorgensen effective January 1, 2023 at the current rate of compensation. The Board will meet and negotiate compensation and employment contract in the near future retro-active to January 1, 2023.*
- *The Board would like to thank and acknowledge Executive Director Veerkamp for his leadership and dedication to the agency over the past two years.*

6. REPORTS

6.1 Executive Director Report

- *Staff performing normal business activities and reporting. Completing transition check list. Two units ready for transport back to Arrow for re-mount. New cradlepoints have been installed. Thursday the last 2 Powerloads will be installed. On-boarding process with FleetIO.*

6.2 Response Statistics for October-November 2022

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 the Response Statistics for October-November 2022. Will be working with EMSOC to review and refine the reports. Addition of a new APOT report that tracks time per month by unit and facility.*
- *MMC requests that quantity of incidents be incorporated into the new APOT report.*
- *Update on APOT issues in Sacramento County. Discussion on AB40.*
- *Discussion on updated Patient Destination Policy with language on direct to waiting room option. Requires crew to document in narrative and select Patient Destination as protocol used.*

6.3 EMS Operations Committee (EMSOC)

- *EMSOC has been focused on analyzing the Response Statistics and Move-Up Trial with the 7 active units. Next meeting scheduled for this afternoon.*

6.4 Finance Committee

- *Chief Brown reported that there is a January meeting scheduled to conduct mid-year review and potential adjustments.*
- *Semi-annual cost report due to the CAO's Office by the end of the month.*

6.6 Ambulance Deployment/Medic Unit Staffing AdHOC

- *No Update.*

6.7 Policy Review AdHOC

- *Haven't met yet. Scheduling first meeting in January 2023.*

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

7. DISCUSSION/PRESENTATION ITEMS

7.1 LEMSA 2023 Core Measures

- *Guy Valente presented the LEMSA Core Measure project. Discussion on the required data metrics and the best way for the LEMSA to communicate with crew members when missing elements are identified. Would like support of the agencies and a commitment to push the training out in a verifiable way to the crews. LEMSA will provide training presentation. The LEMSA will be able to track the metrics via FirstPass. Intent is not to request corrections, but to remind crews for future records. Process is considered a CQI function.*
- *6 call categories: ACS & STEMI, CVA, Trauma, Pediatric, AMA/Refusal and Universal General Practices. Specific data metrics with each category.*
- *Board requests that each agency's CQI rep is cc'd on communication to the crew. Request that LEMSA works with EMSOC to preview the training prior to releasing it to the crew level.*

7.2 EDC ESA IFT Pilot Project

- *Staff presented the IFT Pilot Project Report.*

7.3 Response Statistics-7 Medics

7.3.1 EMSOC Move-Up Trial

- *Staff presented the Response Statistics Report at 7 medic units.*

ACTION: *Chief Cordero motioned to receive and file all Discussion/Presentation Items. Chief Blankenheim seconded the motion which carried unanimously.*

8. ACTION ITEMS

8.1 JPA Policy 2.1.8 Reimbursement for Educational Expenses

- *Draft versions of this policy have been discussed at Finance Co. and EMSOC. Transport agencies are waiting on an updated version of this policy to submit for training reimbursement. Discussion on various training programs and courses that could be included in the policy in a fire-based ambulance system. This draft version is the recommendation from EMSOC.*
- *Discussion on budgeted amount for training per the Transport Agency agreements with the JPA.*
- *Discussion on selection process for courses submitted for reimbursement. Discussion on approval process for courses submitted for reimbursement.*
- *Chief Martin motioned to approve edits as presented to JPA Policy 2.1.8 Reimbursement for Educational Expenses. Chief Brown seconded the motion. Votes in favor: CP Fire, EDC Fire, GEO Fire, MOS Fire. Votes opposed: Cal Fire ECC, DS Fire, EDH Fire, GV Fire, MMC, PIO Fire, RES Fire. Motion fails 4:7.*
- *Discussion on proposed additional language edits to the draft policy.*

ACTION: *Chief Norman motioned to approve the draft policy as presented with edit to: III. Procedure: Item 9 to read "All educational programs (courses or certifications, etc.) are subject to review and approval of the JPA Executive Director". Chief Martin seconded the motion which carried unanimously.*

8.2 JPA Policy 3.1.5 System Status Management

- *Staff presented proposed edit to Section VII Geographical Services Areas (GSA) Section B Primary Post Assignments. This edit is recommended by EMSOC. Adding Fire Station 86 and remove Station 51 as primary post assignments. Request is for approval to submit to LEMSA for review and comment*

as per required in the Master Contract. Policy would come back to the Board for final review and adoption after LEMSA review.

ACTION: Chief Blankenheim motioned to authorize the Executive Director to submit requested edits to the LEMSA for review. Chief Johnson seconded the motion which carried unanimously.

8.3 Medic Unit Staffing RFP Results

- Staff presented the submitted proposals of the Medic Unit Staffing RFP and the scoring results. Two agencies submitted proposals: El Dorado County Fire Protection District and Rescue Fire Protection District. Staff assembled a proposal review committee comprised of a representative from the Cal Tahoe JPA, Marshall Medical Center and the LEMSA to review and score the individual proposals. Cumulative score for EDC Fire was 22.6. Cumulative score for RES Fire was 17.05.
- Discussion on proposals and grading criteria.
- Chief Cordero and Chief Ransdell both noted that they were abstaining from the conversation and voting due to a conflict of interest.
- Chief Johnson motioned to award the RFP to El Dorado County Fire Protection District based on cumulative score and history of providing ambulance service. Chief Gallagher seconded the motion.
- Discussion on the evaluation selection committee process when reviewing and comparing the individual scoring sheets.
- Board recessed back to Closed Session for follow up discussion on Item 4.1.
- Board returned from Closed Session to continue with the meeting agenda and Item 8.3.
- Chief Gallagher withdrew the second to the motion made by Chief Johnson and abstained from further conversation and voting due to a conflict of interest.
- Director White from EDH Fire asked if the assessment evaluation took in to consideration response times based on a unit assigned to RES Fire vs. a unit assigned to EDC Fire. Staff reported that response times were not factored in to the scoring criteria.
- Director Kaiserman from EDC Fire asked if the RFP and scoring criteria was vetted by the JPA Board of Directors prior to being opened for submissions. Staff reported that the RFP document and scoring criteria was presented to the JPA Board at the October 26, 2022 meeting where discussion on the various components of the document was held with direction to staff for edits which were incorporated prior to opening the process for submissions.

ACTION: Chief Johnson motioned to award the RFP to El Dorado County Fire Protection District and authorize the Executive Director to execute an ALS Ambulance Services Contract for staffing of the 8th medic unit. Chief Blankenheim seconded the motion. Votes in favor: Cal Fire/CP Fire, Cal Fire ECC, EDH Fire, MMC, PIO Fire. Votes opposed: GV Fire, GEO Fire, MOS Fire. Abstain: DS Fire, EDC Fire, RES Fire. Motion passed 5:3.

8.4 EMSOC, Finance & Ambulance Deployment/Medic Unit Staffing AdHOC

- These standing committees have been comprised of the representatives from the transport agencies over the past couple of years. Discussion on revisiting committee membership with DS Fire no longer staffing a medic unit.
- Discussion on mixing membership of transport and non-transport agencies. Important to include the perspective of the non-transport agencies in the discussions.

ACTION: Chief Johnson motioned to open the position that DS Fire held on the standing AdHOCs to a non-transporting agency representative. Chief Blankenheim seconded the motion which carried unanimously.

8.5 Annual Election of Board Officers: Chairperson and Vice Chairperson

Per the JPA Agreement: Article 5.d. Meetings of the Board and Officers: "The Board shall elect a Chairperson, a Vice Chairperson at its first meeting, and thereafter in each succeeding calendar year, and the Board shall elect or re-elect its Chairperson and Vice Chairperson for immediate assumption of office."

- Chief Johnson stated that it has been an honor to be the chair of the Board for the last three years but does not wish to run for Chair for the upcoming year. Opened the discussion for nominations for the JPA Board Chairperson and Vice Chairperson position.

ACTION: Chief Brown nominated Chief Blankenheim for the Chair position of the JPA Board. Chief Rosevear seconded the nomination which carried unanimously. Chief Rosevear nominated Chief Brown for the Vice Chair position of the JPA Board. Chief Norman seconded the motion which carried unanimously.

8.6 Annual Appointment of Committee Officers: Chairperson and Vice Chairperson-EMSOC & 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 service 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 anew Chair and Vice Chair."

- *EMSOC recommended Chief Hall for Chair and Chief Martin for Vice Chair. This was discussed and nominations made at the November EMSOC Meeting.*
- *Finance committee has not met recently to discussion nominations for Chair and Vice Chair for the upcoming year. Can either be discussed and appointed today or deferred to the January Meeting.*
- *Chief Brown discussed the idea of allowing one of the non-transporting agencies to be the Chair of the committee.*
- *Chief Blankenheim would like to receive the recommendation from the Finance Committee for the Chair and Vice Chair position. Discussion on Chief Dutch from EDC Fire becoming the Finance Chair which would require EDC Fire to appoint a new alternate to the Board position.*
- *No decision made on the Finance Committee Chair and Vice Chair position. Bring to the February meeting.*

ACTION: *Chief Blakenheim accepted EMSOC's recommendation for Chief Hall as Chair and Chief Martin as Vice Chair.*

9. FISCAL ITEMS

9.1 FY 22/23 Budget Update

- *Staff presented the revenue v. expenditure report year to date for fiscal year 22/23.*
- *First semi-annual cost report is due to the CAO's Office by December 31, 2022.*
- *Finance Committee meeting in January will review mid-year budget and potential mid-year adjustments.*

ACTION: *Chief Martin motioned to receive and file the budget report. 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: *No Report*

10.4 El Dorado County Fire: *6 Ambulance Paramedic Operators in the hiring process.*

10.5 El Dorado Hills Fire: *3 finishing the background process, should start academy soon. Training Center 72% done, on track and on budgte.*

10.6 Garden Valley: *No Report*

10.7 Georgetown Fire: *No Report*

10.8 Marshall Medical Center: *Working on a project to expand the ED due to higher census and additional staff. Opened a low acuity intake process. Have increased staff support. Increase in case managers in ER. Running out of space for staff to chart and work. Have decided to take back the medic ready room. Has been watching the room and not seeing it used by the medics for work. Putting stations in that room to allow the ED Doctors to work in there, case managers to work in there and psych workers to work in there. Space available in the South Wing Lobby if crews need quiet space to work. Discussion on potential impact to the crews. Would like to identify a dedicated spot for the crews to be able to work. Director Lamm invited members to walk the space with her to determine another suitable location at the hospital.*

10.9 Mosquito Fire: *No Report*

10.10 Pioneer Fire: *No Report*

10.11 Rescue Fire: *No Report*

11. GOOD AND WELFARE

11.1 EDC ESA Executive Director Brian Veerkamp Recognition: *Covered under Item 5.2.*

11.2 El Dorado County CAO's Office: *No Report*

11.3 El Dorado County LEMSA: *Deputy Director Jorgensen reported that Dr. Garzon is retiring from*

SCEMSA. They will open a recruitment for a new medical director. Kaiser implementing Ebola pre-screening questions when transporting to any of their facilities. Cedars Sinai is the only hospital in the state willing to treat a potential Ebola exposure. Hospitals sending out a reminder to providers that masking in healthcare facilities is still a requirement for providers, patients and visitors. JPA will be delivering additional PPE to medic unit stations on Friday morning.

12. Adjournment-12:54 pm