

**JPA Board of Directors**

**Regular Meeting**

Monday July 10, 2017 10:00 am

Lake Valley Fire Protection District

2211 Keetak Street, South Lake Tahoe, Ca 96150

Training Classroom Fire Station 7

**Minutes**

**I. Special- Call to Order/ Roll Call/ Pledge of Allegiance**

1. **Chairperson Bettencourt called the Meeting to order at 10:00am**
2. **Pledge of Allegiance**
3. **Board Attendees**

* Bob Bettencourt, Chairperson
* Dave Huber, Director
* Brooke Laine, Director
* Tom Davis, Director

**Other Attendees**

* Ryan Wagoner, CTESOA Executive Director
* Megan Nickles, CTESOA Operations Manager
* Kayla Galinski, CTESOA Office Administrator
* Tim Alameda, Fire Chief for LVFD
* Dave Hekuis, LVFD
* Rich Todd, El Dorado County EMS
* Jeff Meston, Fire Chief for SLTFD
* Kim George, SLTFD
* Jim Drennen, SLTFD
* Dave Olivo, CTESOA CPA, Treasurer
* Leona Allen, LVFPD
* Corey McLeod, Barton Memorial Hospital
* Jill Guard, SLTPD, Dispatch
* Lieutenant Shannon Laney, SLTPD
* Paula Peterson, South Tahoe Now

1. **Communications from the Audience on Non Agenda Items.**

Executive Director Wagoner informs Board that a Barton Representative would be slightly late and he is unsure if they had anything to say. No other communications.

1. **Public’s Chance to speak on any Non-Agenda Items**.

None.

**D. Note about California’s Open Meeting Law**

**E. Approval of Agenda**

Director Davis moves to approve the agenda. Director Huber seconds the motion. No further discussion. Motion carries unanimously.

**F. Approval of Special Meeting Minutes May 10th, 2017**

Director Davis moves to approve the minutes. Chairperson Bettencourt seconds the motion. No further discussion. Motion carries unanimously.

**II. Continued Business**

**A. El Dorado County EMS Agency information and status update**

Rich Todd informs the Board that the County Board of Directors approved the contract amendment number four. Rich Todd informs that the tablets have been received for the EPCR system and they will be distributed to the agencies soon.

**III. New Business**

**A. Preliminary Budget for the Fiscal Year 2017-2018**

Executive Director Wagoner explains a few line items on the preliminary budget. Director Huber moves to approve the preliminary budget. Director Davis seconds the motion. Director Davis notes that he is pleased to see a contingency budget. Chairperson Bettencourt asks for clarification about the ambulance budget. Executive Director Wagoner explains the key points and the IFT budget possibilities. No further discussion. Motion carries unanimously.

**B. New Ambulance Purchase and Ambulance Re-Mount Quotes**

Executive Director Wagoner goes over the ambulance quotes from Braun and a possible timeline. Director Davis asks which ambulances will be replaced and if we will sell another reserve ambulance. Director Huber asks if we do not spend the entire $320,000 if we return the difference to the county. Rich Todd states that the county will send a check for $320,000. Executive Director Wagoner explains there will still be a few more costs associated with the ambulance purchases that will get us very close to $320,000. Director Huber moves to approve the ambulance purchase and re-mount. Director Davis seconds the motion. Director Bettencourt asks about agenda item C, being the re-mount. The Board decides to combine agenda items. No further discussion. Motion carries unanimously.

**IV. Old Business**

**A. Contract for Services Amendment Number Four**

Executive Director Wagoner explains this is the document that was voted on and approved by the County. Chairperson Bettencourt asks what changed. Executive Director Wagoner lists the financial additions to the contract. Director Davis asks when our current contract expires. Executive Director Wagoner states that our current contract is valid until August of 2019 but the county may be putting out an RFP sooner. Director Bettencourt adds that we may choose to extend the contract until 2021. Rich Todd confirms that if the contract was extended the amendments would also extend. Director Davis reminds the Board that the Fire Department wants Station 2 back and to keep that in mind while planning for the future of the JPA. Director Huber asks if we have a signed Dispatch Contract. Executive Director Wagoner explains it has been requested multiple times, by the JPA attorney as well, and has never been returned. Director Davis says he will get it taken care of. Director Huber asks if Dispatch is meeting their contract requirements at this time. Executive Director Wagoner explains they are and what they will be doing when the EPCRs are implemented. No further discussion.

**B. Accident Policy**

Director Davis asks to include in the policy that the Executive Director be notified immediately after the accident, that when there is a moment the Executive Director contact the Board Members so that they are aware, and lastly to include that all media questions be directed to Executive Director Wagoner. Director Davis also requests to change the wording so that it does not appear to be accepting guilt. Director Davis moves to approve the policy with the aforementioned changed. Director Huber seconds the motion. No further discussion. Motion carries unanimously.

**C. Bylaw Amendment Number Two**

Executive Director Wagoner explains this is the finalized document that will be sent to the Secretary of State upon Board approval. Director Huber makes note that the signature page incorrectly lists him as Chairman of the Board for Lake Valley FPD, when Chairperson Bettencourt is the correct chairman. Director Davis moves to approve the amendment. Director Huber seconds. No further discussion. Motion carries unanimously.

**Staff Reports**

**A. STLFD Fire Chief Meston staff Report**

No report. States the city will abide by the lease contract with the JPA unless a significant change arose.

**B. LVFPD Fire Chief Alameda staff report**

States Lake Valley and City Chiefs met and discussed the operation of the JPA.

**C. Executive Director staff report**

Executive Director Wagoner presents the proposal to implement a scholarship program to employees attending paramedic school. Director Davis requests extending the second half of the scholarship stipend from six months to eight months. Director Laine asks for additional clarification. Executive Director Wagoner presents the paramedicine pilot project and notifies the Board we submitted a non-binding letter of interest to be considered for participation.

**D. Financial Reports FY 2016/2017 by Treasurer Dave Olivo**

Treasurer Olivo presents the budget line items that are considerably over the anticipated budget and compares to the preliminary budget for 2017-2018.

**E. General Counsel**

None.

**V. Board Communications**

None.

**Recess for Closed Session at 10:59**

**VI. Brown Act- Closed Session**

**A. Administrative Tort Claim**

**Return from Recess at 11:05.**

Direction was given from the Board to the Executive Director to Reject the Tort claim.

**F. Adjournment**

Director Bettencourt adjourns the meeting at 11:06 am.