

Board of Directors Meeting
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California

Wednesday, November 15, 2017 6:30 p.m. Meeting



Board of Directors

HOLLY MORRISON (HM), Vice-President
Directors: MARGARET MOHR (MM), MONIQUE SCOBAY (MS),
GREG STANTON (GS), ELLIE WOOTEN (EW)

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

Board members, staff and members of the public may request an item be pulled from the Consent Calendar for discussion. The Board will make any necessary additions, deletions, or corrections to the Agenda, determine matters to be added to or removed from the Consent Calendar, and with one motion adopt the Agenda and approve the Consent Calendar.

MOMENT OF RECOGNITION

This allotted time provides an opportunity for the Board of Directors to express appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

- Welcome the new Cameron Park Community Services District General Manager Jill Ritzman
- J.R. Hichborn, Parks Superintendent

PRESENTATION

This allotted time provides an opportunity for the Board of Directors to receive guest speakers who have been invited to present items to the Board that are of interest to the District.

OPEN FORUM

At this time, members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors. Comment during the Open Forum is limited to four minutes per person. Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes except with the consent of the Board, individuals shall be allowed to speak on an item only once. The Board reserves the right to waive said rules by a majority vote. For the public's information, we are now taking email requests for future notification of Community Services District meetings.

BEGINNING OF CONSENT CALENDAR

1. APPROVAL OF DRAFT CONFORMED AGENDAS

- a. Fire & Emergency Services Committee Meeting, July 11, 2017
- b. Budget & Administration Committee Meeting, September 12, 2017
- c. Board of Directors Meeting, October 18, 2017
- d. Board of Directors Special Meeting, October 24, 2017
- e. Board of Directors Special Meeting, November 6, 2017

2. STAFF REPORTS

- a. General Manager
- b. Fire Department
- c. Recreation Department
- d. Parks Department

3. FINANCIAL REPORTS

- a. Preliminary Financial Report
- b. Check Register
- c. General Manager's Credit Card Activity (Interim General Manager will not have a credit card)

END OF CONSENT CALENDAR

DEPARTMENT MATTERS

For Purposes of the Brown Act §54954.2 (a), the numbered items on this Agenda provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

4. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION

5. WEST SLOPE SOLID WASTE JOINT POWERS OF AUTHORITY (WSJPA)

Recommended Action: Receive, Discuss and Support the Formation of a WSJPA for Solid Waste Management on El Dorado County's Western Slope

6. ADDING BOARD MEETING VIDEOS TO THE DISTRICT WEBSITE

Recommended Action: Receive, Discuss and Action as Appropriate

7. REPORT BACK ITEMS TO THE BOARD OF DIRECTORS

- a. Weed Abatement Cooperation with El Dorado County
- b. Combining All Parcels within the Cameron Park Community Services District into One Single Local Responsibility Area by the State of California for Fire Prevention Fees

8. MATTERS TO AND FROM DIRECTORS

At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

- a. **LAFCO** – Director Morrison

9. COMMITTEE REPORTS

- a. **Budget and Administration** – Chair Director Stanton, Vice Chair Director Scobey and Alternate Director Morrison
- b. **CC&Rs** – Chair Director Morrison, Director Wooten and Alternate Director Mohr
- c. **Fire and Emergency Services** – Chair Director Morrison, Vice Chair Director Wooten and Alternate Director Mohr
- d. **Parks and Recreation** – Chair Director Mohr, Vice Chair Director Scobey and Alternate Director Morrison

ADJOURNMENT

An AGENDA in FINAL FORM is located in the Reception area in the District Office as well as each of the Cameron Park Fire Stations. Additionally, a copy of the FINAL AGENDA is available on the District's website at www.cameronpark.org. Support material is available for public inspection at the receptionist counter in the District Office. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

Any written document that relates to an agenda item for an open session of a regular meeting of the Board of Directors of the District which is distributed less than 72 hours prior to the meeting shall be made available for public inspection at the same time the writing is distributed to all, or a majority of all, of the members of the Board of Directors of the District. Such written documents will be made available at the District Offices located at 2502 Country Club Drive, Cameron Park, CA 95682.

AGENDA

Such writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132) and the Federal Rules and Regulations adopted in implementation thereof.

A person with a disability who requires a modification or accommodation in order to participate in a public meeting of the Board of Directors may, five (5) days prior to the date scheduled for a regular meeting of the Board of Directors, contact the District Office at 2502 Country Club Drive, Cameron Park, CA 95682, phone number: (530) 677-2231 to request a disability related modification or accommodation in order to attend the meeting, or to request auxiliary aids or services in order to enable such person to understand the proceedings at such meeting.



Fire and Emergency Services Committee
Tuesday, July 11, 2017
7:00 p.m.
2502 Country Club Drive, Cameron Park

DRAFT Conformed Agenda

Members: Chair Director Holly Morrison (HM) and Vice Chair Director Scott McNeil (SM)
Alternate Director Amy Blackmon (AB)

Staff: Interim General Manager Richard J. Ramirez, Battalion Chief Bob Counts, Battalion Chief Mike Smith

CALL TO ORDER – 7:14 p.m.

ROLL CALL – HM, AB SM absent

ADOPTION OF AGENDA - Adopted

APPROVAL OF CONFORMED AGENDA – Move to the Board of Directors

OPEN FORUM - None

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

DEPARTMENT MATTERS

PUBLIC COMMENT

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

1. Updates

- Weed Abatement Program
- Summer Spectacular Wrap-up
- Fire Impact Fees
- Fire Ad Hoc Committee
- Activities with CAL Fire
- Public Outreach Activities/Events

2. Transfer Funds from El Dorado County Prevention Fund 9 to Cameron Park Prevention Fund 8

3. Items for August Committee Agenda

- *Weed Abatement Program*
- *Fire Impact Fees*
- *Fire Ad Hoc Committee*
- *Activities with CAL Fire*
- *Public Outreach Activities/Events*

4. Items to take to the Board of Directors

- *Adding hours to the Weed Abatement Team*

MATTERS TO AND FROM COMMITTEE MEMBERS

- *Kudos to Fire staff for their service*

ADJOURNMENT – 7:39 p.m.

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Budget and Administration Committee
Tuesday, September 12, 2017
5:30 p.m.
2502 Country Club Drive, Cameron Park

Draft Conformed Agenda

Members: Chair Director Greg Stanton (GS) and Alternate Director Holly Morrison (HM)
Staff: Interim General Manager Richard J. Ramirez, Interim Finance Officer Amy Trier

CALL TO ORDER - 5:30 p.m.

ROLL CALL - GS, HM

ADOPTION OF AGENDA - Adopted

APPROVAL OF CONFORMED AGENDA - Approved

OPEN FORUM - Barbara Rogers

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

DEPARTMENT MATTERS

PUBLIC COMMENT

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

1. Review of Fiscal Year 2017/18 Budget

2. Items for October Committee Agenda

- Review expense changed to Fire Equipment Replace & Fund (Fund 7)
- Fire Replacement money \$665,000 to Staff Report
- Run Trial Balance to see if Final Fund balance is on mark for FY 17

3. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

- Last Trucks and Tunes coming up. Compare and Contrast Report coming.

ADJOURNMENT – 6:14 p.m.

Board of Directors Meeting
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California



Wednesday, October 18, 2017

6:30 p.m. Meeting
~~Board will convene into Closed Session
after Public Comment~~
Board will convene into Closed Session
at the end of the meeting

Board of Directors

HOLLY MORRISON (HM), Vice-President
Directors: MARGARET MOHR (MM), GREG STANTON (GS), ELLIE WOOTEN (EW),
MONIQUE SCOBAY (MS)

CALL TO ORDER – 6:30 p.m.

ROLL CALL – HM, MM, GS, EW, MSS

PUBLIC COMMENT

At this time, members of the public may speak on any closed-session agenda item.

Closed Sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the Board prior to closing the meeting.

CONVENE INTO CLOSED SESSION

~~• CONSIDER CANDIDATE FOR GENERAL MANAGER~~

~~The Board will go into closed session to discuss the following item:~~

- ~~A. Employee Appointment, Employment, Evaluation or Discipline
Title: General Manager
Government Code Section 54957(b)(1)~~

~~• “Labor Negotiations” Government Code Section 54957.6~~

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon.

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

Board members, staff and members of the public may request an item be pulled from the Consent Calendar for discussion. The Board will make any necessary additions, deletions, or corrections to the Agenda, determine matters to be added to or removed from the Consent Calendar, and with one motion adopt the Agenda and approve the Consent Calendar.

Motion to adopt the Agenda and approve the Consent Calendar with the following revisions:

- *Move the Closed Session to the end of the Agenda.*

GS/HM – Motion passed

Ayes – MM, EW, MS, GS, HM

Noes – None

MOMENT OF RECOGNITION

This allotted time provides an opportunity for the Board of Directors to express appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

PRESENTATION

This allotted time provides an opportunity for the Board of Directors to receive guest speakers who have been invited to present items to the Board that are of interest to the District.

- a) A presentation by Steve Long asking the Board to consider adopting the following:

RESOLUTION TO COMBINE ALL PARCELS WITHIN THE CPCSD INTO ONE SINGLE LOCAL RESPONSIBILITY AREA BY THE STATE OF CALIFORNIA FOR FIRE PREVENTION FEES

Recommended Action: Receive, discuss and ~~approve~~ consider Resolution No. 2017-14

Presentation was made by Steve Long regarding combining all CPCSD parcels into one Local Responsibility Area.

Motion was made to move Resolution 2017-14 to the Fire Committee for further discussion.

GS/MM – Motion passed

Ayes – HM, EW, MS, GS, MM

Noes - None

OPEN FORUM

At this time, members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors. Comment during the Open Forum is limited to four minutes per person. Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes except with the consent of the Board, individuals shall be allowed to speak on an item only once. The Board reserves the right to waive said rules by a majority vote. For the public's information, we are now taking email requests for future notification of Community Services District meetings.

Bill Carey, Gerald Lillpop, Barbara Rogers

BEGINNING OF CONSENT CALENDAR**1. APPROVAL OF DRAFT CONFORMED AGENDAS**

- a. Board of Directors Special Meeting, September 25, 2017
- b. Board of Directors Special Meeting, October 7, 2017
- c. Board of Directors Special Meeting, October 11, 2017

2. STAFF REPORTS

- a. No Reportable Action

3. FINANCIAL REPORTS

- a. Check Register
- b. General Manager's Credit Card Activity (Interim General Manager will not have a credit card)

END OF CONSENT CALENDAR**DEPARTMENT MATTERS**

For Purposes of the Brown Act §54954.2 (a), the numbered items on this Agenda provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

4. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION

5. **PUBLIC HEARING TO CONSIDER ADOPTION OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT FISCAL YEAR 2018 BUDGET**

Recommended Action: Review and Consider Adopting the Draft Fiscal Year 2018 Budget for the Cameron Park Community Services District

Motion to approve the FY 2018 Budget for Cameron Park Community Services District

GS/EW – Motion passed

Ayes – HM, MM, MS, GS, EW

Noes – None

Public Comment – Bill Carey, Barbara Rogers

6. **RECREATION/PARKS AND FIRE IMPACT MITIGATION FEE AGREEMENT WITH EL DORADO COUNTY FOR THE COLLECTION OF FEES ON BEHALF OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT**

Recommended Action: Receive, Discuss and, Subject to Review by General Counsel, Approve the Agreement with El Dorado County for the Collection of Impact Mitigation Fees Collected by the County on Behalf of the Cameron Park Community Services District.

Motion to approve the Agreement with El Dorado County for the Collection of Impact Mitigation Fees on behalf of the Cameron Park Community Services District

GS/MM – Motion passed

Ayes – HM, EW, MS, GS, MM

Noes - None

7. **CAMERON PARK SIGN STANDARDS**

Recommended Action: Consider, Review and Approve Cameron Park Sign Standards

Presentation was made by Mark Harris to review and approve Cameron Park Sign Standards

Motion to approve with the modification to section 130.16.090 clarifying the County’s position to allow “Prohibited Signs” for 30 days for certain situations; e.g., new businesses.

GS/HM – Motion passed

Ayes – MM, EW, MS, GS, HM

Noes - None

8. **RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT ESTABLISHING A RETENTION POLICY FOR CRITICAL JOB SKILLS**

Recommended Action: Receive, discuss and approve Resolution No. 2017-16

Motion to approve Resolution 2017-16 with the addition of a “Sunset Clause” of 24 months.

MM/GS – Motion passed

Ayes – HM, EW, MS, MM, GS

Noes – None

Public Comment – Roberta Rimbault

9. **REPORT BACK ITEMS TO THE BOARD OF DIRECTORS**

Nothing to report back

10. MATTERS TO AND FROM DIRECTORS

At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

- a. **LAFCO** – Director Morrison - *Retained seat on LAFCO*
 - *MM – Reminded everyone of the Halloween event this Saturday and she will be there to help.*
 - *GS – Asked for any new updates on the Weed Abatement Ordinance.*
 - *J.R. is working with DOT and other Departments on this issue. County is not charging us for their help.*
 - *Scouts are looking for projects to get Eagle Scout badge.*
 - *HM – Reminded everyone of Halloween event Saturday at Cameron Park Lake. Thanked CAL FIRE, staff, BOD, Interim General Manager Richard Ramirez and Jason Epperson for all their hard work.*

11. COMMITTEE REPORTS

- a. No Reportable Action from Committees.
- b. Standing Committee Appointments

Committee members were appointed as follows:

Parks and Recreation – Monique Scobey

Budget and Administration – Monique Scobey

Fire – Ellie Wooten and Margaret Mohr (alternate)

CC&R – Ellie Wooten

GS/MS – Motion passed

Ayes – HM, EW, MM, GS, MS

Noes - None

PUBLIC COMMENT

At this time, members of the public may speak on any closed session agenda item.

None

Closed Sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the Board prior to closing the meeting.

CONVENE INTO CLOSED SESSION - 8:58 p.m.

- **CONSIDER CANDIDATE FOR GENERAL MANAGER**
The Board will go into closed session to discuss the following item:
 - B. Employee Appointment, Employment, Evaluation or Discipline
Title: General Manager
Government Code Section 54957(b)(1)
- “Labor Negotiations” Government Code Section 54957.6

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon.

Nothing to report out

ADJOURNMENT – 9:45 p.m.

An AGENDA in FINAL FORM is located in the Reception area in the District Office as well as each of the Cameron Park Fire Stations. Additionally, a copy of the FINAL AGENDA is available on the District's website at www.cameronpark.org. Support material is available for public inspection at the receptionist counter in the District Office. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

Any written document that relates to an agenda item for an open session of a regular meeting of the Board of Directors of the District which is distributed less than 72 hours prior to the meeting shall be made available for public inspection at the same time the writing is distributed to all, or a majority of all, of the members of the Board of Directors of the District. Such written documents will be made available at the District Offices located at 2502 Country Club Drive, Cameron Park, CA 95682.

Such writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132) and the Federal Rules and Regulations adopted in implementation thereof.

A person with a disability who requires a modification or accommodation in order to participate in a public meeting of the Board of Directors may, five (5) days prior to the date scheduled for a regular meeting of the Board of Directors, contact the District Office at 2502 Country Club Drive, Cameron Park, CA 95682, phone number: (530) 677-2231 to request a disability related modification or accommodation in order to attend the meeting, or to request auxiliary aids or services in order to enable such person to understand the proceedings at such meeting.

Board of Directors Meeting
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California

Tuesday, October 24, 2017

5:30 p.m. Special Meeting
Board will convene into
Closed Session



Board of Directors

HOLLY MORRISON (HM), Vice-President

Directors: MARGARET MOHR (MM), GREG STANTON (GS), ELLIE WOOTEN (EW),
 MONIQUE SCOBAY (MS)

CALL TO ORDER – 5:28 p.m.

ROLL CALL – HM, MM, GS, MS, EW

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

At this time, members of the public may speak on any closed session agenda item.

Closed Sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the Board prior to closing the meeting

None

CONVENE INTO CLOSED SESSION – 5:30 p.m.

1. INTERVIEW OF CANDIDATES FOR GENERAL MANAGER

The Board will go into closed session to discuss the following item:

- A. Employee Appointment, Employment, Evaluation or Discipline
 Title: General Manager
 Government Code section 54957(b)(1)

Recommended Action: Interview General Manager Candidates

2. CONSIDER CANDIDATE FOR GENERAL MANAGER

The Board will go into closed session to discuss the following item:

- A. Employee Appointment, Employment, Evaluation or Discipline
 Title: General Manager
 Government Code Section 54957(b)(1)

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION – 7:25 p.m.

Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon.

Nothing to the report out.

ADJOURNMENT – 7:25 p.m.

An AGENDA in FINAL FORM is located in the Reception area in the District Office as well as each of the Cameron Park Fire Stations. Additionally, a copy of the FINAL AGENDA is available on the District's website at www.cameronpark.org. Support material is available for public inspection at the receptionist counter in the District Office. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

Any written document that relates to an agenda item for an open session of a regular meeting of the Board of Directors of the District which is distributed less than 72 hours prior to the meeting shall be made available for public inspection at the same time the writing is distributed to all, or a majority of all, of the members of the Board of Directors of the District. Such written documents will be made available at the District Offices located at 2502 Country Club Drive, Cameron Park, CA 95682.

Such writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132) and the Federal Rules and Regulations adopted in implementation thereof.

A person with a disability who requires a modification or accommodation in order to participate in a public meeting of the Board of Directors may, five (5) days prior to the date scheduled for a regular meeting of the Board of Directors, contact the District Office at 2502 Country Club Drive, Cameron Park, CA 95682, phone number: (530) 677-2231 to request a disability related modification or accommodation in order to attend the meeting, or to request auxiliary aids or services in order to enable such person to understand the proceedings at such meeting.

DRAFT

CONFORMED AMENDED AGENDA

Board of Directors Meeting
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California

Monday, November 6, 2017 6:30 p.m. Special Meeting
Board will convene into
Closed Session after Public Comment



Board of Directors
HOLLY MORRISON (HM), Vice-President
Directors: MARGARET MOHR (MM), MONIQUE SCOBAY (MS),
GREG STANTON (GS), ELLIE WOOTEN (EW)

CALL TO ORDER – 6:35 p.m.

ROLL CALL – HM, MM, MS, GS, EW

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

The Board will make any necessary additions, deletions, or corrections to the Agenda.

Motion to adopt the agenda.

GS/MM – Motion passed
Ayes – HM, MM, MS, GS, EW
Noes – None
Abstain - None

PUBLIC COMMENT

At this time, members of the public may speak on any closed session agenda item.

Closed Sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the Board prior to closing the meeting.

None

CONVENE INTO CLOSED SESSION

The Board will go into closed session to discuss the following item:

- **CONSIDER CANDIDATE FOR GENERAL MANAGER**
Employee Appointment, Employment, Evaluation or Discipline
Title: General Manager
Government Code Section 54957(b)(1)

- **DISCUSS PERSONNEL COMPENSATION ISSUE**

DRAFT

CONFORMED AMENDED AGENDA

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon.

The Board approved the appointment of Jill Ritzman as the new Cameron Park Community Services District General Manager.

The Board directed staff on the personnel compensation issue.

DEPARTMENT MATTERS

For Purposes of the Brown Act §54954.2 (a), the numbered items on this Agenda provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

1. CONSIDERATION OF APPOINTMENT OF NEW GENERAL MANAGER

Recommended Action: Review, Discuss and Appointment of New General Manager with a Poll Vote

Motion to appoint Jill Ritzman to the position of General Manager.

*GS/EW – Motion passed
Ayes – HM, MM, MS, GS, EW
Noes – None
Abstain - None*

ADJOURNMENT – 7:37 p.m.

An AGENDA in FINAL FORM is located in the Reception area in the District Office as well as each of the Cameron Park Fire Stations. Additionally, a copy of the FINAL AGENDA is available on the District's website at www.cameronpark.org. Support material is available for public inspection at the receptionist counter in the District Office. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

Any written document that relates to an agenda item for an open session of a regular meeting of the Board of Directors of the District which is distributed less than 72 hours prior to the meeting shall be made available for public inspection at the same time the writing is distributed to all, or a majority of all, of the members of the Board of Directors of the District. Such written documents will be made available at the District Offices located at 2502 Country Club Drive, Cameron Park, CA 95682.

Such writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132) and the Federal Rules and Regulations adopted in implementation thereof.

A person with a disability who requires a modification or accommodation in order to participate in a public meeting of the Board of Directors may, five (5) days prior to the date scheduled for a regular meeting of the Board of Directors, contact the District Office at 2502 Country Club Drive, Cameron Park, CA 95682, phone number: (530) 677-2231 to request a disability related modification or accommodation in order to attend the meeting, or to request auxiliary aids or services in order to enable such person to understand the proceedings at such meeting.

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: November 15, 2017

FROM: Jill Ritzman, General Manager

AGENDA ITEM #2a: **GENERAL MANAGER'S REPORT**

RECOMMENDED ACTION: Receive and File

I am pleased to prepare my first General Manager report for the Cameron Park Community Services District Board of Directors. My first day was successful in setting up email, telephone and completing District employee paperwork. My list of tasks grows as I understand the important issues facing the Board and community: finalizing the financial report for the past fiscal year, preparing the Request for Proposal for Fire Services for release, aligning the budget revenues and expenditures and filling staff vacancies.

In addition to moving ahead with the District's current business, I will be taking time to meet with Board members, staff, residents and community groups to solicit their thoughts and ideas about the District's services. From those conversations, I will construct a work plan for the next year. I feel privileged to be selected as the General Manager, and look forward to working with the community in the years to come.

I wish to express my appreciation to both Rich Ramirez and Scott Lindgren, interim General Managers for successfully managing the District during the past few months. Their guidance and leadership was appreciated by staff and the community.

While this report is brief, future reports will be more robust to achieve the level of transparency the Board is seeking, citing work initiated and accomplished on behalf of the District.

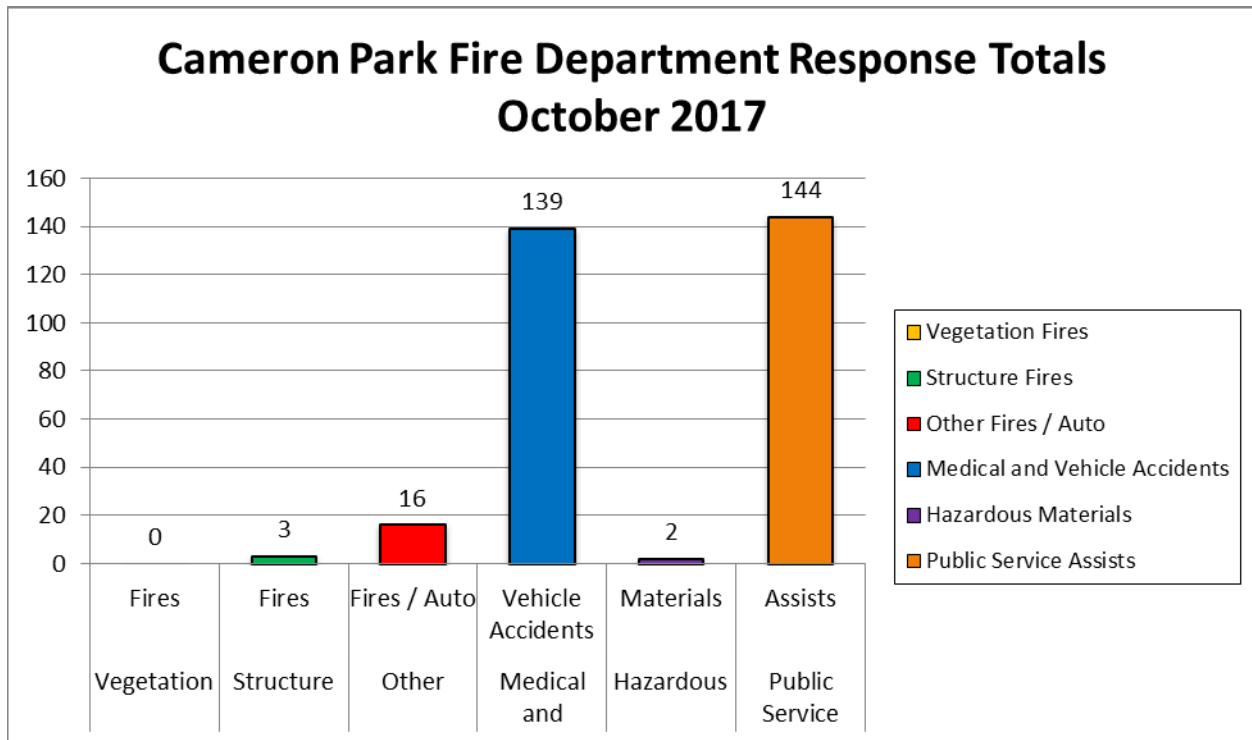
Cameron Park Community Services District
Staff Report – November 2017

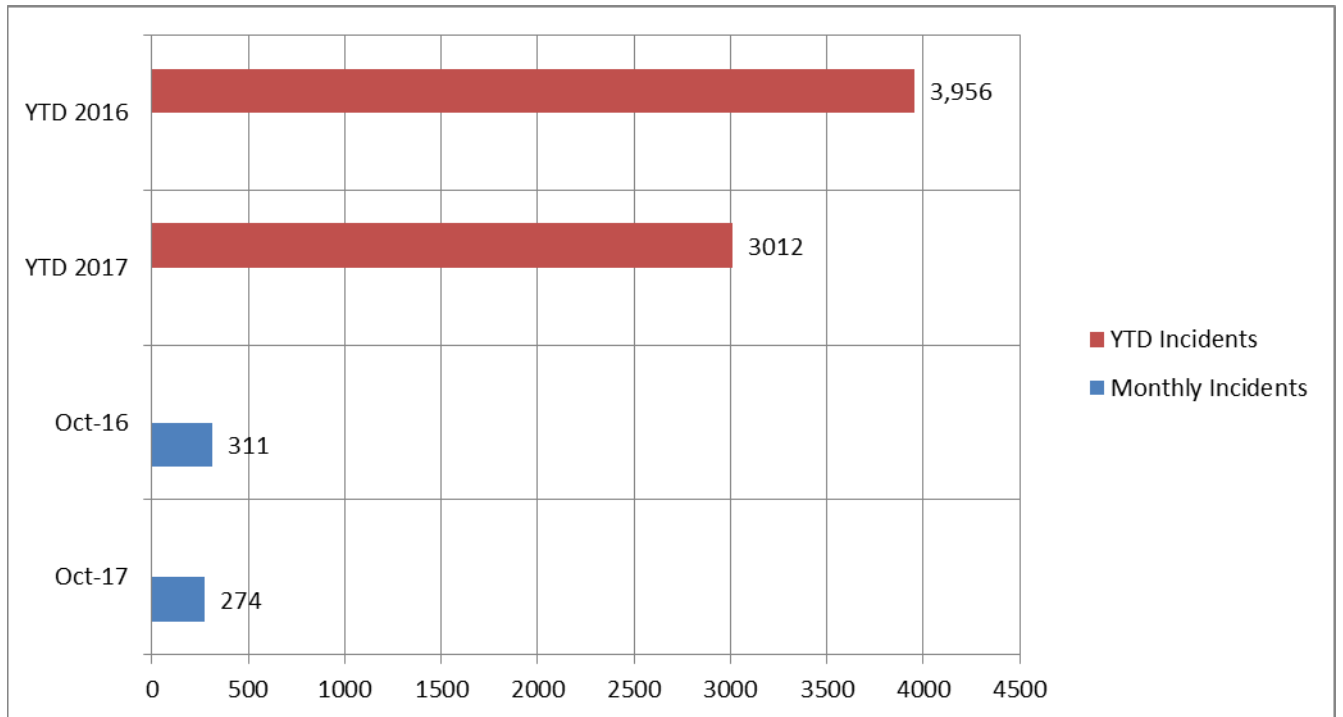
To: Board of Directors
From: Douglas M. Ferro, Battalion Chief
Regarding #2b: Fire Department Report for November 15, 2017 – Board Meeting
Recommended Action: Receive and File

Incidents for the Month of October 2017:

Vegetation Fires	Structure Fires	Other Fires / Auto	Medical and Vehicle Accidents	Hazardous Materials	Public Service Assists	Total(s)
0	3	16	139	2	114	274

Incident Total for Month of October: 274





FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION

Incidents

We experienced three structure fires in the month of October. The three fires involved apartment complexes and resulted in the loss of personal property. Engine 88, Engine 89 and Medic 89 crews quickly suppressed each of the fires minimizing the further loss of other units. Using the “closest resource” dispatching model, our cooperators El Dorado Hills Fire Department and El Dorado County Fire units also responded.

Engine 89 responded with a strike team of engines from El Dorado County to the Nevada County fires and the Santa Rosa fires. During their assignment they represented both Cameron Park and CAL FIRE with professional and outstanding performance.

Community Outreach

Cops and Rodders: Well represented by our Cameron Park personnel, CAL FIRE, El Dorado County Fire and the National Guard. During the event one of our Cameron Park residence, living near the airport, suffered a cardiac arrest. The call for help was responded to in an exemplary fashion. Starting with the National Guard personnel initiating CPR on site, to Medic 89 transporting, then ending with the patient sitting up and talking to Engineer / Paramedic Carter at the hospital as he transferred care.

Holes for Hearts: Station 88 and 89 personnel staged to support the Gernandt Family during a fundraiser held at the Cameron Park County Club to raise funds to benefit the Mayo Clinic Hypoplastic left Heart Syndrome Project. Two babies from our area died from this rare disease and the parents are raising money for research and awareness. www.holesforhearts.com

Image Trend- The electronic process of documenting our patient treatments using the ePCR began this month.

FIRE PREVENTION

ON NOVEMBER 2, 2017, THE U.S. CONSUMER PRODUCT SAFETY COMMISSION AND KIDDE ISSUED A SAFETY RECALL REGARDING KIDDE'S PLASTIC HANDLE PORTABLE FIRE EXTINGUISHERS. THE RECALL INVOLVES 134 MODELS OF KIDDE FIRE EXTINGUISHERS MANUFACTURED BETWEEN JANUARY 1, 1973, AND AUGUST 15, 2017. CONSUMER PRODUCT SAFETY COMMISSION - RECALL NUMBER: 18-022

IMPORTANT NOTICE: Residential debris burning allowed. Use Caution.

During certain times of the year and in certain parts of the state, residential landscape debris burning of dead vegetation is allowed. However, Cameron Park Community Service District has an Ordinance which supersedes State and County burning guidelines (Attached Ordinance 2000-01), as well as local air quality management agency before burning. Burn permits may be required and during the dry months CAL FIRE will suspend burning all together.

Before You Get Started

First, obtain any burn permits that may be required before burning. In many areas, homeowners may be required to get a burn permit from your local fire station and local air district. After obtaining any necessary permits, ensure that burning is not currently restricted in your area.

How to Safely Burn Landscape Debris Landscape debris piles must be in small 4 feet by 4 feet piles. Maximum pile size is 4 feet in diameter. Clear all flammable material and vegetation within 10 feet of the outer edge of pile. Keep a water supply and shovel close to the burning site. A responsible adult is required by law to be in attendance until the fire is out. No burning shall be undertaken unless weather conditions (particularly wind) are such that burning can be considered safe. It is important for residents to stay mindful of current weather conditions when burning. If it's windy and the surrounding vegetation is very dry, it may be best to wait and burn landscape debris another day.

What can be burned?

Dry, natural vegetation, grown on the property can still be burned outdoors in open piles, unless prohibited by local ordinances. No household trash or garbage can be burned outdoors at residences.

When can you burn?

Burning can only be done on permissive burn days. Burning permits are only valid on "Permissive Burn Days" as determined by the State Air Resources Board or the local air district. To find out if it is a Burn Day, contact your local air district.



El Dorado County Emergency Services Authority

Board of Directors Meeting

Wednesday, October 25, 2017, 8:00 a.m.

DS/ED Fire Station #49, Downstairs Classroom, 501 Main Street, Diamond Springs, CA 95619

AGENDA

Item	Presenter
Pledge of Allegiance	
1. Call to Order/Roll Call/Introductions	Roberts
2. Approval of Agenda	Roberts
3. Public Comments - Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.	
4. Consent Calendar 4.1 Approval of JPA Board Meeting Minutes of September 27, 2017 4.2 Approval of September 2017 Bills	Roberts
5. Correspondence 5.1 Cal OES Letter – Winterization of Incomplete Disaster Repair Projects Under 2017 Winter Storms 5.2 EMS Letter 5.3 State EMS Letter	Hackett Hackett Hackett
6. Reports 6.1 Receive/file Statistics for September 2017 6.1.1 Medical Response Times 6.1.2 Mutual Aid 6.1.3 Move Up & Covers 6.1.4 IFTs	Hackett
7. Old Business 7.1 ePCR Update (Standing Board Item) 7.2 Review Upcoming Holiday/Event Calendar (Standing Board Item) 7.3 Discuss and Approve Marshall Medical Center’s Participation on JPA Board (AB545) 7.4 Review and Approve the Draft FY 15-16 Audit Report 7.5 Review and Approve Master Contract Amendment 4	Hackett Roberts Hackett Hackett Hackett
8. New Business 8.1 Discuss Non-Transporting ALS Units (Handout) 8.2 Nominate Calendar Year 2018 JPA Board Officers 8.3 Review and Approve District Award of Half Time Medic Unit	Todd Roberts Hackett
9. Fiscal Items None	
10. Director Items	Roberts
11. Good and Welfare	Roberts
12. Adjournment	Roberts

Next Combined Board & Finance Meeting: 9:00 a.m. on Wednesday, December 6, 2017

All Board Meetings are recorded. The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619. Note: The Board of Directors may elect to take action on any item included on this agenda.



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Wednesday, September 27, 2017, 8:00 a.m.
Diamond Springs Fire, 501 Main Street, Diamond Springs, CA 95619

Pledge of Allegiance: Conducted

1. Call to Order/Roll Call/Introductions - Call to order at 8:00 a.m.

Board Attendees:

- | | |
|--|---|
| <input type="checkbox"/> CAL FIRE - Cameron Park Fire, Div. Chief Mike Webb | <input type="checkbox"/> Alternate Battalion Chief Doug Ferro |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Scott Lindgren | No Alternate |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell | <input checked="" type="checkbox"/> Alternate Deputy Chief Ken Earle |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Mike Hardy | <input checked="" type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Dave Roberts, Chair | <input type="checkbox"/> Alternate Deputy Chief Mike Lilienthal |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Clive Savacool | <input checked="" type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Greg Schwab, Vice Chair | No Alternate |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief Eddie Dwyer | No Alternate |
| <input type="checkbox"/> Pioneer Fire, Chief Dan Dwyer | <input type="checkbox"/> Alternate Captain Greg Morford |
| <input type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input type="checkbox"/> Alternate Director Anne Walker |
| <input checked="" type="checkbox"/> JPA Executive Director Marty Hackett | |

Introduction of Guests:

- Jim Hartley, El Dorado Hills Fire Board of Directors
- John Giraud, El Dorado Hills Fire Board of Directors
- Sue Hennike, El Dorado County
- Rich Todd, EMSA
- José C. Henríquez, LAFCO
- Maia Schneider, Marshall Medical Center

Other Attendees:

- Battalion Chief Dave Wood, CAL FIRE ECC AEU

1. Approval of Agenda

Director Schwab motioned to approve the agenda as presented. Director Hardy seconded the motion which carried unanimously.

2. Public Comments

None.

3. Consent Calendar

Director Hardy motioned to approve consent calendar items 4.1 and 4.2 as presented. Director Ransdell seconded the motion which carried unanimously.

5. Correspondence

None.

6. Reports

6.1 Receive/File Statistics for August 2017

Executive Director Hackett provided an overview of the statistics for the August response time reports.

6.2 Systems Status Management Committee Update

The following topics were discussed at the August meeting:

- Lead fails on X series monitors.
- Intermedix billing issues.
- Community Paramedicine pilot program.
- Cross-staffed ambulance – GVFPD.
- El Dorado County JPA and CSA 3's RFP - creation of a sub-committee.

7. Old Business

7.1 ePCR Update (Standing Item)

- All ePCR tablets have been distributed to the districts.
- The CAD push is up and running.
- Paramedics are encouraged to complete 1 – 2 tags per shift.
- All test tags must contain professional and clean language.
- The “go live” date has been extended to Monday, October 30.

7.2 Review Upcoming Holiday/Event Calendar (Standing Item)

The committee reviewed the upcoming holiday/event schedule.

8. New Business

8.1 Review and Discuss the Communication Infrastructure Enhancement Feasibility Study

Director Roberts stated that El Dorado Hills Fire has been looking for enhancements in communication and dispatch, and because the district contracts with CAL FIRE through the JPA, the feasibility study is being presented to the JPA Board for review. El Dorado Hills Fire incurred the entire cost associated with the feasibility study.

The feasibility study from Sac Regional will arrive next week at which time it will be reviewed by the El Dorado Hills Fire Board of Directors then presented to the JPA Board for review and discussion.

Enhancements requested / CAL FIRE response:

1. Push button direct CAD link communications - **feasible**
2. Mapping system direct from a CAD push with hydrant overlays, pre-fire plan layers, etc. – **feasible**
3. Dispatching of closest resource using AVL - **feasible**
4. Simulcast and voted repeater system – **not feasible based on the El Dorado County Radio Communications division current staffing and workload. EDH Fire has agreed to seek an outside vendor for system design and install.**
5. Repeated tactical channels – **not feasible based on the El Dorado County Radio Communications division current staffing and workload. EDH Fire has agreed to seek an outside vendor for system design and install.**
6. Emergency signal button use on portable radios to dispatch – **feasible**
7. Ability to have an evacuation tone on a tactical channel – **feasible**
8. Folsom/EDH improved response through “CAD to CAD transfer” with resources on both sides visible to each other’s respective dispatch consoles - **feasible**

8.2 Review and Act on Master Contract Amendment 4

Executive Director Hackett requested that the Board approve the changes outlined on the draft

version of Amendment 4 of the Master Contract. The primary issue with the county's version of the amendment is that it places the ePCR responsibility on JPA vs. the county. The ePCR project is the county's project and therefore the maintenance, upkeep and hardware replacement costs should be their responsibility. Additionally, the Board needs to be aware that this amendment outlines fines associated with failure to meet ePCR submission criteria. The JPA is requesting that the submission criteria in the amendment be changed from 48 hours to 30 days.

The Board questioned why the JPA would be responsible for the ePCR program when the county utilized GEMT funds to implement the program. Additionally, the fines are tied to a failure to train or failure to lead and the JPA Board sent EMSA a letter outlining their concerns with the training rollout of the program. The Board agreed that the JPA should not be responsible for any costs associated with the county's ePCR program and that no fines should be assessed.

Director Schwab motioned to table the discussion until the Executive Director can negotiate the recommended contract changes with EMSA. Director Hardy seconded the motion which passed unanimously.

All JPA Directors will review the contract and send their recommended changes to the Executive Director Hackett by Friday, September 29.

9. Fiscal Items

9.1 Review Final FY 16-17 Revenue and Expense Report

Executive Director Hackett reviewed the final FY 16-17 report with the committee.

Revenue	\$11,881,672
JPA expenses	\$10,805,828
Difference	\$ 1,075,844

The Board of Supervisors have given the Controller-Auditor direction to have the special tax issue audited.

9.2 Review and Approve Draft FY 15-16 Audit Report

Executive Director Hackett stated that the auditor hired by the county issued a finding related to the OPEB and pension billing by the districts to the JPA. The auditor also recommended that the Class 30 and Class 40 budgeting procedures be addressed in the district agreements vs. through policies.

Director Hardy motioned to table the approval of the FY 15-16 audit report until more information can be provided regarding the methodology used and an explanation of the breakdown of costs that districts owe to the JPA that is outlined on page 9 of the report. Director Ransdell seconded the motion which carried unanimously.

10. Director Items

CAL FIRE ECC AEU: No report.

CAL FIRE Cameron Park: No report.

Diamond Springs / El Dorado Fire: No report.

El Dorado County Fire: Firefighter EMTs have been hired. Squad 74 is moving back to Station 21 on September 29.

El Dorado Hills: There are four firefighter paramedics currently in the academy. The training facility is moving forward at Station 87. The remodel of Station 91 is still underway.

Garden Valley: Three staff members just returned from fire line paramedic assignments. The district has additional narcotics available.

Georgetown Fire: The Founders Day event was successful.

Lake Valley Fire: No report.

Mosquito Fire: Running ALS calls with limited availability of medics.

Pioneer Fire: No report.

Rescue Fire: No report.

11. Good and Welfare

None.

12. Adjournment

Director Ransdell motioned to adjourn the meeting at 10:07 a.m. Director Hardy seconded the motion which carried unanimously.

DRAFT

Date: ~~Posted~~ by System 9/11/2017 9:22:18 AM

County of El Dorado
JPA Claim Batch Report

Authorized By: Marty Hackett / Sherrie Kelly

Prepared By: Sherrie Kelley

Contact Phone: 530-642-0622

File Name: Batch 17-18 JPA Claim 12 9/6/2017

Fiscal Period: 2017-18 Total: \$2,918.91

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200	Medical Supplies	\$536.50	DS Inv 9066809213 Payer 2139762	024075	01		AIRGAS USA, LLC
2	210	871000	4080	Water	\$7.25	AD Inv 0024754	022333	01		Brookcrest Water Company
3	210	871000	4420	Equipment Rental	\$37.90	AD Inv 55738051	006556	01		de lage landen Financial Services
4	210	871000	4620	Utilities	\$221.30	AD Acct 2153110749-4	000395	03		Pacific Gas & Electric, Inc.
5	210	871000	4040	Communications	\$2,050.70	AD Inv 9791531522 Acct 371232913-00001	003946	09		Verizon Wireless Dallas remit to
6	210	871000	4200	Medical Supplies	\$65.26	AD Inv 2566522	000841	02		Zoll Medical Corporation
					\$2,918.91	\$2,918.91				

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 9/11/2017 1:40:09 PM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**
 Contact Phone: **530-642-0622**

Fiscal Period: **2017-18**
 Total: **\$4,851.23**

File Name: **Batch 17-18 JPA Claim 13 9/11/2017**

Line Num	Trans Code	Index Code	Sub Object	User Code	Description	Amount	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200	Medical Supplies	CAM Inv 9066908436 Payer 2139758	\$219.57	024075	01		AIRGAS USA, LLC
2	210	871000	4420	Equipment Rental	CAM Inv 9947005362 Payer 2139758	\$222.99	024075	01		AIRGAS USA, LLC
3	210	871000	4420	Equipment Rental	EDH Inv 9947016211 Payer 2655111	\$608.79	024075	01		AIRGAS USA, LLC
4	210	871000	4200	Medical Supplies	EDH Inv 9066601852 Payer 2655111	\$111.50	024075	01		AIRGAS USA, LLC
5	210	871000	4200	Medical Supplies	EDH Inv 9066120559 Payer 2655111	\$159.45	024075	01		AIRGAS USA, LLC
6	210	871000	4200	Medical Supplies	EDH Inv 9065861870 Payer 2655111	\$224.95	024075	01		AIRGAS USA, LLC
7	210	871000	4200	Medical Supplies	GEO Inv 000635443221	\$33.22	026485	01		Aramark Uniform & Career Group Inc.
8	210	871000	4200	Medical Supplies	GEO Inv 000635429056	\$33.22	026485	01		Aramark Uniform & Career Group Inc.
9	210	871000	4200	Medical Supplies	GEO Inv 000635414132	\$33.22	026485	01		Aramark Uniform & Career Group Inc.
10	210	871000	4200	Medical Supplies	GEO Inv 000635457265	\$33.22	026485	01		Aramark Uniform & Career Group Inc.
11	210	871000	4040	Communications	AD Inv 000010175229 Payer 9391056838	\$111.60	000392	22		AT&T
12	210	871000	4040	Communications	AD Inv 000010175226 Payer 9391056823	\$136.49	000392	22		AT&T
13	210	871000	4040	Communications	AD Inv 000010175213 Payer 9391056681	\$29.79	000392	22		AT&T
14	210	871000	4160	Mechanics Services	EDH Inv 005100-132098	\$118.68	025974	01		Big O Tires #100/5100
15	210	871000	4160	Mechanics Services	CAM Inv 10040385	\$519.06	026077	01		Jiffy Lube DBA Wisconsin Quick Lube
16	210	871000	4261	General Postage	AD Acct 4246044555721848 - UPS	\$64.28	003264	01		US Bank
17	210	871000	4040	Communications	AD Acct 4246044555721848 - Go to my PC	\$13.95	003264	01		US Bank
18	210	871000	4040	Communications	AD Acct 4246044555721848 - Silverado Avionics	\$1,384.06	003264	01		US Bank
19	210	871000	4080	Supplies	AD Acct 4246044555721848 - Amazon	\$30.53	003264	01		US Bank
20	210	871000	4200	Medical Supplies	AD Acct 4246044555721848 - Chinook Medical	\$493.66	003264	01		US Bank
21	210	871000	4260	Office Expense	AD Acct 4246044555721848 - Viking Shred	\$75.00	003264	01		US Bank
22	210	871000	4600	Tolls	AD Acct 4246044555721848 - FasTrack	\$194.00	003264	01		US Bank

\$4,851.23

**County of El Dorado
JPA Claim Batch Report**

Date: ~~Posted~~ by System 9/14/2017 1:03:58 PM
 Authorized By: Marty Hackett / Sherrie Kelly
 Prepared By: Sherrie Kelley
 Contact Phone: 530-642-0622
 File Name: Batch 17-18 JPA Claim 14 9/13/2017

Fiscal Period: 2017-18
 Total: \$6,716.77

Line Num	Trans Code	Index Code	Sub Object	User Code	Description	Amount	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200		Medical Supplies	\$248.02	024075	01		AIRGAS USA, LLC
2	210	871000	4420		Equipment Rental	\$75.25	024075	01		AIRGAS USA, LLC
3	210	871000	4420		Equipment Rental	\$47.44	024075	01		AIRGAS USA, LLC
4	210	871000	4200		Medical Supplies	\$662.86	026225	01		Arrow International
5	210	871000	4162		Veh Maint: Supplies	\$71.57	026384	01		Jeff Thompsons Auto Group Inc.
6	210	871000	4160		Mechanics Services	\$2,037.41	026384	01		Jeff Thompsons Auto Group Inc.
7	210	871000	4160		Mechanics Services	\$948.09	026384	01		Jeff Thompsons Auto Group Inc.
8	210	871000	4160		Mechanics Services	\$75.00	021794	01		Jon Lyons Truck Repair
9	210	871000	4160		Mechanics Services	\$562.50	021794	01		Jon Lyons Truck Repair
10	210	871000	4162		Veh Maint: Supplies	\$94.18	000372	06		Riebes Auto Parts, Lic
11	210	871000	4162		Veh Maint: Supplies	\$307.85	000372	06		Riebes Auto Parts, Lic
12	210	871000	4162		Veh Maint: Supplies	\$282.53	000372	06		Riebes Auto Parts, Lic
13	210	871000	4162		Veh Maint: Supplies	\$474.33	000372	06		Riebes Auto Parts, Lic
14	210	871000	4162		Veh Maint: Supplies	\$85.08	022739	01		Ron DuPratt Ford
15	210	871000	4200		Medical Supplies	\$496.47	000841	02		Zoll Medical Corporation
16	210	871000	4200		Medical Supplies	\$61.42	000841	02		Zoll Medical Corporation
17	210	871000	4200		Medical Supplies	\$101.19	000841	02		Zoll Medical Corporation
18	210	871000	4200		Medical Supplies	\$85.58	000841	02		Zoll Medical Corporation

\$6,716.77

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 9/22/2017 7:38:58 AM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**
 Contact Phone: **530-642-0622**

Fiscal Period: **2017-18**
 Total: **\$25,504.78**

File Name: **Batch 17-18 JPA Claim 15 9/20/2017**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200	Medical Supplies	\$241.88	DSP Inv 9067465467 Payer 2139762	024075	01		AIRGAS USA, LLC
2	210	871000	4200	Medical Supplies	\$12.63	DSP Inv 9067556907 Payer 2139762	024075	01		AIRGAS USA, LLC
3	210	871000	4100	Fire, Theft & Property	\$21,992.00	AD Inv 10260	000148	01		Atwood Insurance Agency
4	210	871000	4300	Professional Services	\$1,765.45	AD Inv 11332 RN CCT	004819	18		Marshall Medical Center
5	210	871000	4261	General Postage	\$242.82	AD Acct 7900044207461546	025530	01		NeoFunds by Neopost
6	210	871000	4040	Communications	\$1,250.00	AD Inv 0001 - ePCR CAD Integration	025062	01		Northrop Grumman Systems Corp

\$25,504.78 \$25,504.78

**County of El Dorado
JPA Claim Batch Report**

Date: Posted by System 9/25/2017 2:59:12 PM
Authorized By: Marty Hackett / Sherrie Kelly
Prepared By: Sherrie Kelley
Contact Phone: 530-642-0622

Fiscal Period: 2017-18
Total: \$5,495.82

File Name: Batch 17-18 JPA Claim 16 9/25/2017

Line Num	Trans Code	Index Code	Sub Object	User Code	Description	Amount	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4420	Equipment Rental	CAM Inv 9947703024 Payer 2139758	\$221.67	024075	01		AIRGAS USA, LLC
2	210	871000	4200	Medical Supplies	CAM Inv 9067464499 Payer 2139758	\$166.58	024075	01		AIRGAS USA, LLC
3	210	871000	4200	Medical Supplies	EDC Inv 9067158978 Payer 2139763	\$173.56	024075	01		AIRGAS USA, LLC
4	210	871000	4200	Medical Supplies	EDC Inv 9066167149 Payer 2139763	\$204.39	024075	01		AIRGAS USA, LLC
5	210	871000	4200	Medical Supplies	EDC Inv 9066261796 Payer 2139763	\$134.61	024075	01		AIRGAS USA, LLC
6	210	871000	4200	Medical Supplies	EDC Inv 9066309258 Payer 2139763	\$87.99	024075	01		AIRGAS USA, LLC
7	210	871000	4200	Medical Supplies	EDC Inv 9067415509 Payer 2139763	\$127.20	024075	01		AIRGAS USA, LLC
8	210	871000	4200	Medical Supplies	EDC Inv 9066702462 Payer 2139763	\$202.67	024075	01		AIRGAS USA, LLC
9	210	871000	4200	Medical Supplies	EDC Inv 9066956794 Payer 2139763	\$252.94	024075	01		AIRGAS USA, LLC
10	210	871000	4420	Equipment Rental	EDC Inv 9947668141 Payer 2139763	\$339.98	024075	01		AIRGAS USA, LLC
11	210	871000	4420	Equipment Rental	EDC Inv 9947668140 Payer 2139763	\$207.98	024075	01		AIRGAS USA, LLC
12	210	871000	4420	Equipment Rental	EDC Inv 9946963015 Payer 2139763	\$179.82	024075	01		AIRGAS USA, LLC
13	210	871000	4420	Equipment Rental	EDC Inv 9946963014 Payer 2139763	\$209.30	024075	01		AIRGAS USA, LLC
14	210	871000	4420	Equipment Rental	EDC Inv 9946963011 Payer 2139763	\$111.62	024075	01		AIRGAS USA, LLC
15	210	871000	4420	Equipment Rental	EDC Inv 9946963013 Payer 2139763	\$380.46	024075	01		AIRGAS USA, LLC
16	210	871000	4420	Equipment Rental	EDC Inv 9946963012 Payer 2139763	\$87.13	024075	01		AIRGAS USA, LLC
17	210	871000	4420	Equipment Rental	EDC Inv 9947667047 Payer 2139763	\$87.13	024075	01		AIRGAS USA, LLC
18	210	871000	4420	Equipment Rental	EDC Inv 9947668138 Payer 2139763	\$111.62	024075	01		AIRGAS USA, LLC
19	210	871000	4420	Equipment Rental	EDC Inv 9947668139 Payer 2139763	\$179.82	024075	01		AIRGAS USA, LLC
20	210	871000	4420	Equipment Rental	GEO Inv 9947001736 Payer 2139850	\$210.11	024075	01		AIRGAS USA, LLC
21	210	871000	4200	Medical Supplies	EDC Inv 95064362 Payer 142866	\$1,244.88	026225	01		Arrow International
22	210	871000	4162	Veh Maint: Supplies	EDC Inv 64227 M219	\$40.00	020581	01		Breaker Glass
23	210	871000	4260	Office Expense	AD Reimb for office expenses 08.14.17 - 09.25.17	\$58.51	021992	01		Sherrie Kelley
24	210	871000	4602	Employee	AD Reimb for mileage 08.14.17 - 09.25.17	\$148.78	021992	01		Sherrie Kelley
25	210	871000	4200	Medical Supplies	EDC Inv 2552284	\$327.07	000841	02		Zoll Medical Corporation
						\$5,495.82				

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 9/25/2017 2:59:33 PM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**

Contact Phone: **530-642-0622**
 File Name: **Batch 17-18 JPA Claim 17 9/25/2017**

Fiscal Period: **2017-18**
 Total: **\$26,825.90**

Line Num	Trans Code	Index Code	Sub Object	User Code	Description	Amount	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200	Medical Supplies	DSP Inv 812586	\$162.28	501935	01		Life Assist, Inc.
2	210	871000	4200	Medical Supplies	DSP Inv 815675	\$4,103.23	501935	01		Life Assist, Inc.
3	210	871000	4200	Medical Supplies	DSP Inv 816521	\$1,123.11	501935	01		Life Assist, Inc.
4	210	871000	4200	Medical Supplies	GEO Inv 813189	\$221.45	501935	01		Life Assist, Inc.
5	210	871000	4200	Medical Supplies	GEO Inv 813498	\$7.35	501935	01		Life Assist, Inc.
6	210	871000	4200	Medical Supplies	GEO Inv 814614	\$31.11	501935	01		Life Assist, Inc.
7	210	871000	4200	Medical Supplies	GEO Inv 815558	\$225.12	501935	01		Life Assist, Inc.
8	210	871000	4200	Medical Supplies	GEO Inv 815575	\$762.62	501935	01		Life Assist, Inc.
9	210	871000	4200	Medical Supplies	GEO Inv 815745	\$591.50	501935	01		Life Assist, Inc.
10	210	871000	4200	Medical Supplies	GEO Inv 815747	(\$7.35)	501935	01		Life Assist, Inc.
11	210	871000	4200	Medical Supplies	GEO Inv 816671	\$331.57	501935	01		Life Assist, Inc.
12	210	871000	4200	Medical Supplies	GEO Inv 816731	\$7.35	501935	01		Life Assist, Inc.
13	210	871000	4200	Medical Supplies	EDC Inv 813238	\$669.69	501935	01		Life Assist, Inc.
14	210	871000	4200	Medical Supplies	EDC Inv 813257	\$258.72	501935	01		Life Assist, Inc.
15	210	871000	4200	Medical Supplies	EDC Inv 814395	\$930.25	501935	01		Life Assist, Inc.
16	210	871000	4200	Medical Supplies	EDC Inv 814656	\$977.03	501935	01		Life Assist, Inc.
17	210	871000	4200	Medical Supplies	EDC Inv 814913	\$57.00	501935	01		Life Assist, Inc.
18	210	871000	4200	Medical Supplies	EDC Inv 814939	\$57.00	501935	01		Life Assist, Inc.
19	210	871000	4200	Medical Supplies	EDC Inv 815130	\$1,020.70	501935	01		Life Assist, Inc.
20	210	871000	4200	Medical Supplies	EDC Inv 815661	\$763.91	501935	01		Life Assist, Inc.
21	210	871000	4200	Medical Supplies	EDC Inv 816054	\$1,417.89	501935	01		Life Assist, Inc.
22	210	871000	4200	Medical Supplies	EDC Inv 816390	\$2,876.19	501935	01		Life Assist, Inc.
23	210	871000	4200	Medical Supplies	EDC Inv 816463	\$794.89	501935	01		Life Assist, Inc.
24	210	871000	4200	Medical Supplies	EDC Inv 816744	\$1,092.79	501935	01		Life Assist, Inc.
25	210	871000	4200	Medical Supplies	EDC Inv 816764	\$125.18	501935	01		Life Assist, Inc.
26	210	871000	4200	Medical Supplies	EDC Inv 817141	\$10.47	501935	01		Life Assist, Inc.
27	210	871000	4200	Medical Supplies	EDC Inv 817144	\$3.35	501935	01		Life Assist, Inc.
28	210	871000	4200	Medical Supplies	MQT Inv 813562	\$48.76	501935	01		Life Assist, Inc.
29	210	871000	4200	Medical Supplies	MQT Inv 815414	(\$373.10)	501935	01		Life Assist, Inc.
30	210	871000	4200	Medical Supplies	RES Inv 813339	\$137.62	501935	01		Life Assist, Inc.
31	210	871000	4200	Medical Supplies	RES Inv 813510	\$725.01	501935	01		Life Assist, Inc.
32	210	871000	4200	Medical Supplies	RES Inv 815533	\$403.64	501935	01		Life Assist, Inc.
33	210	871000	4200	Medical Supplies	CAL FIRE Inv 813427	\$1,117.73	501935	01		Life Assist, Inc.
34	210	871000	4200	Medical Supplies	CAL FIRE Inv 814387	\$487.52	501935	01		Life Assist, Inc.

County of El Dorado
JPA Claim Batch Report

Requested by System 9/25/2017 2:59:33 PM
 Authorized By: Marty Hackett / Sherrie Kelly
 Prepared By: Sherrie Kelley
 Contact Phone: 530-642-0622
 File Name: Batch 17-18 JPA Claim 17 9/25/2017

Fiscal Period: 2017-18
 Total: \$26,825.90

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
35	210	871000	4200	Medical Supplies	\$647.63	CAL FIRE Inv 814405	501935	01		Life Assist, Inc.
36	210	871000	4200	Medical Supplies	\$569.41	CAM Inv 812783	501935	01		Life Assist, Inc.
37	210	871000	4200	Medical Supplies	\$27.87	CAM Inv 815158	501935	01		Life Assist, Inc.
38	210	871000	4200	Medical Supplies	\$1,001.69	CAM Inv 815290	501935	01		Life Assist, Inc.
39	210	871000	4200	Medical Supplies	\$1,056.55	CAM Inv 816218	501935	01		Life Assist, Inc.
40	210	871000	4200	Medical Supplies	\$184.47	EDH Inv 813171	501935	01		Life Assist, Inc.
41	210	871000	4200	Medical Supplies	\$101.23	EDH Inv 813208	501935	01		Life Assist, Inc.
42	210	871000	4200	Medical Supplies	\$132.99	EDH Inv 813838	501935	01		Life Assist, Inc.
43	210	871000	4200	Medical Supplies	\$834.24	EDH Inv 814712	501935	01		Life Assist, Inc.
44	210	871000	4200	Medical Supplies	\$57.00	EDH Inv 814920	501935	01		Life Assist, Inc.
45	210	871000	4200	Medical Supplies	\$1,051.24	EDH Inv 816072	501935	01		Life Assist, Inc.

\$26,825.90

EDMUND G. BROWN JR.
GOVERNOR



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

MARK S. GHILARUCCI
DIRECTOR

September 27, 2017

MARTIN HACKETT
EXECUTIVE DIRECTOR
EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY
480 LOCUST ROAD
DIAMOND SPRINGS95619

Subject: Winterization of Incomplete Disaster Repair Projects Under 2017 Winter Storms
(FEMA-4301-DR-CA, FEMA-4305-DR-CA, and/or FEMA-4308-DR-CA)

Dear MARTIN HACKETT:

The California Governor's Office of Emergency Services (Cal OES) provides the following recommendation for subrecipients included in one or more of the 2017 Winter Storms presidentially declared disasters (FEMA-4301-DR-CA, FEMA-4305-DR-CA and/or FEMA-4308-DR-CA) with eligible Public Assistance (PA) project(s) that will not be completed prior to the 2017/2018 inclement weather season (October – March).

Cal OES recommends subrecipients perform winterization measures to prevent exacerbation of damages at those sites identified as eligible in the 2017 Winter Storms events. Typically, winterization consists of cost-effective measures to prevent further damage, such as covering slope failures with visqueen (sheet plastic), stacking sand bags, etc. These types of cost-effective measures may be eligible for reimbursement under a subrecipient's existing 2017 disaster application. Subrecipients should work closely with FEMA and Cal OES field staff to request inclusion of winterization measures into existing Project Worksheets, or request a new Project Worksheet be prepared to include winterization measures at each site. Those subrecipients with incomplete projects that do not choose to employ cost-effective winterization measures and incur additional damage to these projects as a result of the 2017/2018 winter season, may jeopardize existing Federal and State reimbursement.

We will continue to work closely with your team during the recovery efforts. If you have any additional questions or if you would like to discuss this matter further, feel free to contact your State liaison directly or you can call (916) 845-8200 and be directed to the appropriate Disaster Assistance Programs Specialist.

Sincerely,

JONATHAN MOORE
Deputy State Coordinating Officer



3650 SCHRIEVER AVENUE, MATHER, CA 95655
RECOVERY SECTION, PUBLIC ASSISTANCE DIVISION
(916) 845-8200 TELEPHONE (916) 845-8388 FAX
www.CalOES.ca.gov

Four Steps to Success

Protecting Your Public Assistance Disaster Funding

For more information about preserving Public Assistance funding, contact the California Governor's Office of Emergency Services at:

3650 Schriever Avenue
Mather, CA 95655
(916) 845-8200
(916) 845-8388 (fax)

DisasterRecovery@caloes.ca.gov
www.caloes.ca.gov

Claimed costs must be compiled on a per project basis.

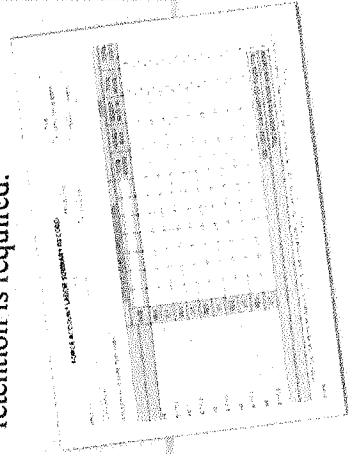
Specified program deadlines, e.g., work-related deadlines and appeals for net small project overruns (NSPO) must be met.

Payroll records for each employee must account for all daily disaster-related activities performed, with time sheets signed and certified by the employee and supervisor.

Source documentation, such as paid invoices, contracts, change orders, is required for all funding expenditures.

Funding recipients must be monitored.

Comprehensive records retention is required.



Obtain further program information for protecting your Public Assistance disaster funding from the Federal Emergency Management Agency at:

www.fema.gov/public-assistance-frequently-asked-questions

For minimizing the loss of program funding through audits, contact the Office of Inspector General at:

http://www.oig.dhs.gov/assets/Audit_Tips.pdf

Version 01-16



1

Procurement

2

Environmental

3

Scope of Work

4

Record-keeping

4

Record-keeping

Preserving Public Assistance Funding

1

Procurement

Procurement records must include the rationale for selecting the type of procurement method, the basis for contractor selection or rejection, and the contract price basis.

Contracts must generally be bid competitively, with a clear description of the approved scope of work.

Contracts must comply with local, state, and federal procurement requirements including contracting with small and minority firms, women's business enterprise, and labor surplus area firms; strict avoidance of suspended or debarred contractors is required.

Ensure the contractor complies with all terms and conditions of the contract, along with the approved scope of work.

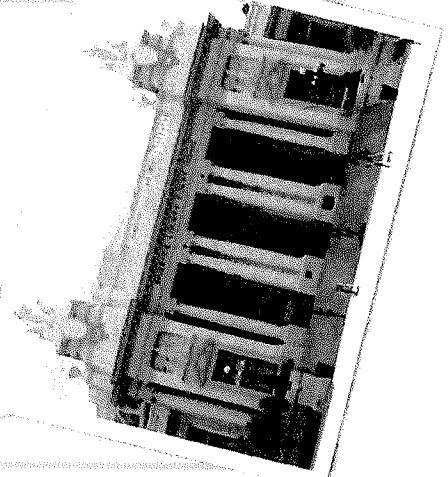
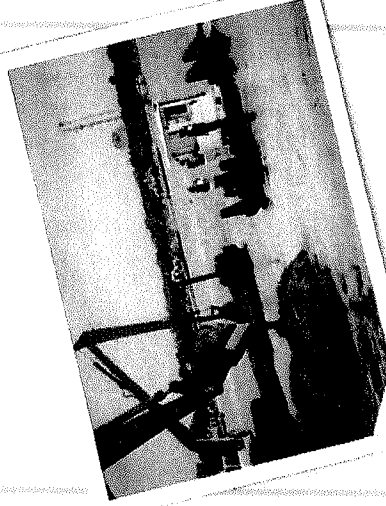
Cost plus percentage contracts are specifically prohibited, while sole source contracts should be avoided without sufficient-significant rationale.

Commencing permanent work projects without required environmental permits along with FEMA environmental-historic clearance is prohibited.

Emergency work is not necessarily exempted from permitting requirements, especially the Endangered Species Act.

2

Environmental



Any deviation from the approved scope of work is prohibited unless approved by FEMA.



3

Scope of Work

HEALTH & HUMAN SERVICES

BOARD OF SUPERVISORS

Patricia Charles-Heathers, Ph.D.
Director

Community Services Division
Daniel Del Monte
Deputy Director

Emergency Medical Services Agency
2900 Fairlane Court
Placerville, CA 95667
530-621-6500 Phone / 530-621-2758 Fax



JOHN HIDAHL
District I
SHIVA FRENTZEN
District II
BRIAN K. VEERKAMP
District III
MICHAEL RANALLI
District IV
SUE NOVASEL
District V

August 31, 2017

Mr. Lou Meyer, Project Manager
Community Paramedicine - Mobile Integrated Health
Emergency Medical Services Authority
10901 Gold Center Drive, Suite 400
Rancho Cordova, CA 95670

Dear Lou,

I have received and reviewed the Community Paramedic Pilot Program applications from the Cal Tahoe Emergency Services Operations Authority (CTESOA), and the El Dorado County Emergency Services Authority (EDC ESA). After reviewing both applications, Dr. Brazzel and I concur on several program concerns that were briefly noted in both applications. Though the timeline for submitting applications limited the ability to thoroughly address each salient component required in the application, both agencies are committed to pursuing the pilot program.

For your review and consideration, I have included both applications with this letter in an electronic format. While there may still be unknown factors that could limit the potential success of each application, the El Dorado County EMS Agency supports both applications.

Should you have any additional questions or concerns, I can be contacted at: (530) 621-6500.

Sincerely,

Richard W. Todd, EMS Agency Administrator - MHOAC
El Dorado County, Health and Human Services Agency
2900 Fairlane Court
Placerville, CA 95667
Wk: (530) 621-6505
Fax: (530) 621-2758

Cc: Patricia Charles Heathers, Ph.D., HHS Director
Daniel Del Monte, Deputy Director, Community Services Division
Dr. David Brazzel, EMS Agency Medical Director
Marty Hackett, Executive Director, EDC ESA
Ryan Wagoner, Executive Director, CTESOA
File

EMERGENCY MEDICAL SERVICES AUTHORITY

10901 GOLD CENTER DR., SUITE 400
RANCHO CORDOVA, CA 95670
(916) 322-4336 FAX (916) 324-2875



Date: September 14, 2017

To: Marty Hackett, El Dorado County Emergency Services Authority,
Executive Director
Richard Todd, El Dorado County EMS Administrator

From: Howard Backer, MD, MPH, FACEP
Director

Prepared by: Lou Meyer
Community Paramedicine Pilot Project Manager

Subject: CPA 004 El Dorado County Emergency Services Authority - Frequent 911
User Community Paramedicine Pilot Project Proposal

Thank you for forwarding your Application/Proposal to join the Community Paramedicine Pilot Project.

EMSA has completed its initial review of the Frequent 911 User Proposal, which your organization submitted on September 1, 2017.

At this time EMSA is unable to evaluate your organizations proposal in its current form, as it lacks specificity or enough detail to draw a conclusion. Additionally your proposal is also missing the required Medical Protocols, which must be approved by your LEMSA Medical Director.

We ask that you review the component requirements and submit an edited electronic version of your organizations proposal to;

Lou Meyer
Project Manager
Community Paramedicine - Mobile Integrated Health
Emergency Medical Services Authority lou.meyer@emsa.ca.gov

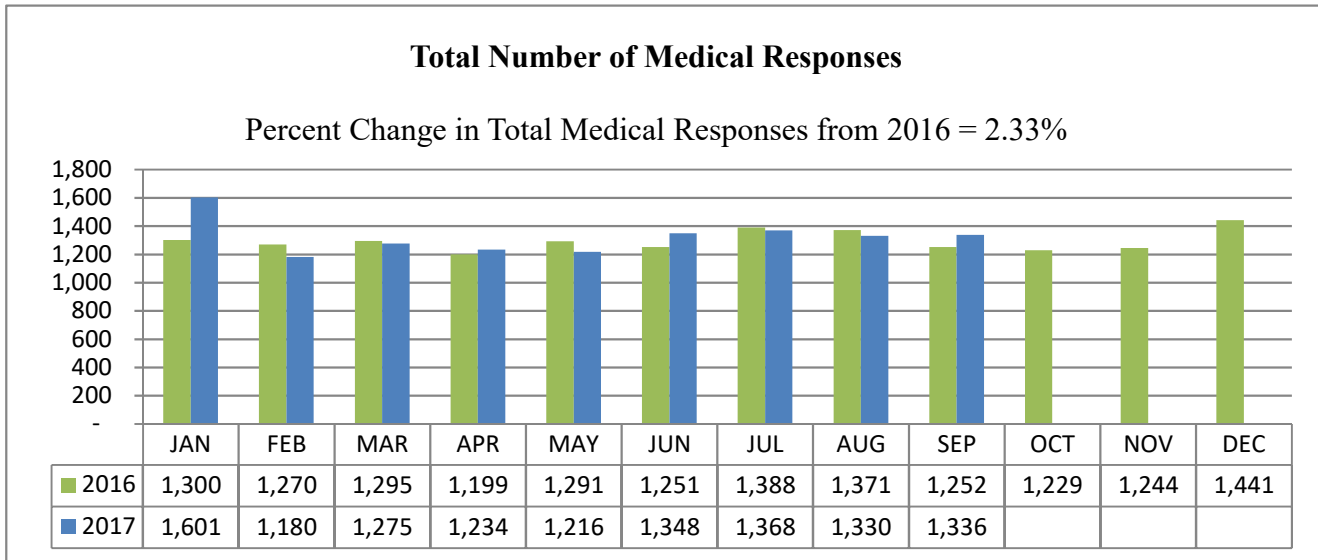
**All Edited Proposals must be submitted no later than 5:00 p.m. on
October 4, 2017**

If you should have any questions, please don't hesitate to contact Lou Meyer,
Community Paramedicine Pilot Project Manager (lou.meyer@emsa.ca.gov)

September 2017 Incident Summary Report

Item 6.1.1

Total Number of Ambulance Responses to Date 2017 17,650
 Total Number of Medical Responses to Date 2017 11,888

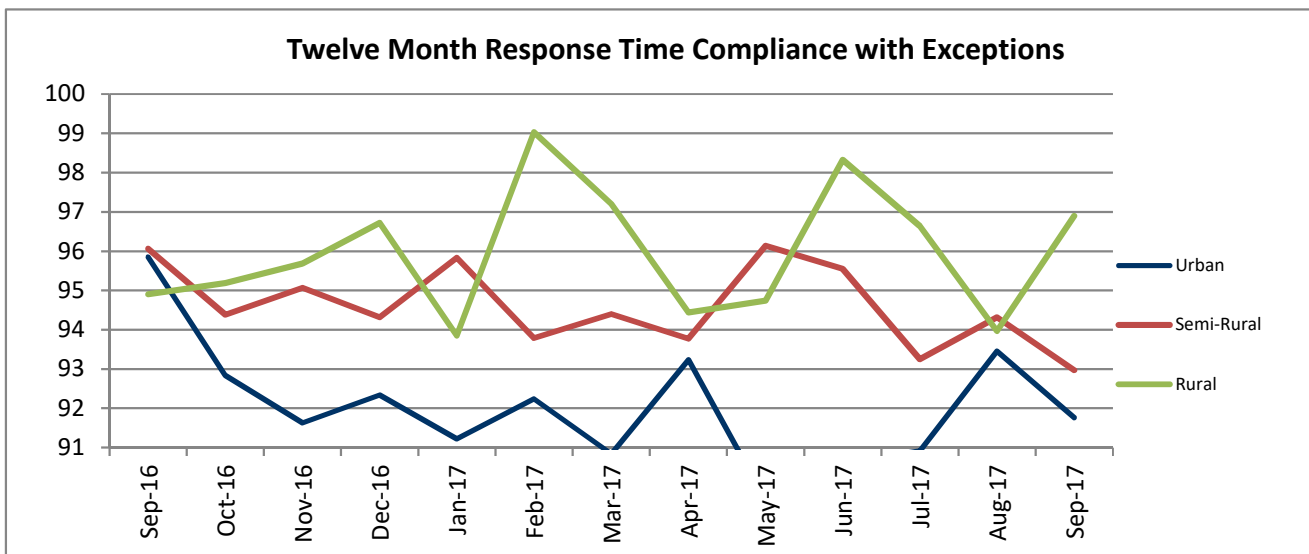


Response Times

	Before Exception Waivers	With Waivers
Urban	90.98%	91.76%
Semi-Rural	92.16%	92.97%
Rural	92.25%	96.90%
Wilderness	100.00%	100.00%

Exception Reports by Response Area

	Generated	Submitted to EMSA	Waiver
Urban	23	4	2
Semi-Rural	29	4	3
Rural	10	6	6
Wilderness	0	0	0



September 2017 Incident Summary Report

Exception Reports by Area and Reason

Total Number of Exception Reports: **62**

Response Area

North	Sept	Aug	July
51 Garden Valley	2	3	5
52 Kelsey	1	1	
53 Greenwood			
72 Cool	1	3	4
74 Coloma	3		6
61 Georgetown	4	4	2
64 Greenwood	1		
63 Volcanoville			
73 Pilot Hill		2	3
TOTAL	12	13	20

Core	Sept	Aug	July
25 Placerville	3	6	7
26 Placerville	2		
27 Gold Hill	1	4	1
28 Shingle Springs		1	2
44 Logtown	2	1	
46 El Dorado			
48 Diamond	1		
49 Diamond	2	1	
75 Mosquito	5	4	3
TOTAL	16	17	13

East	Sept	Aug	July
17 Pollock	6	4	3
18 Sierra Springs	4	2	5
21 Camino			
26 Placerville			
TOTAL	10	6	8

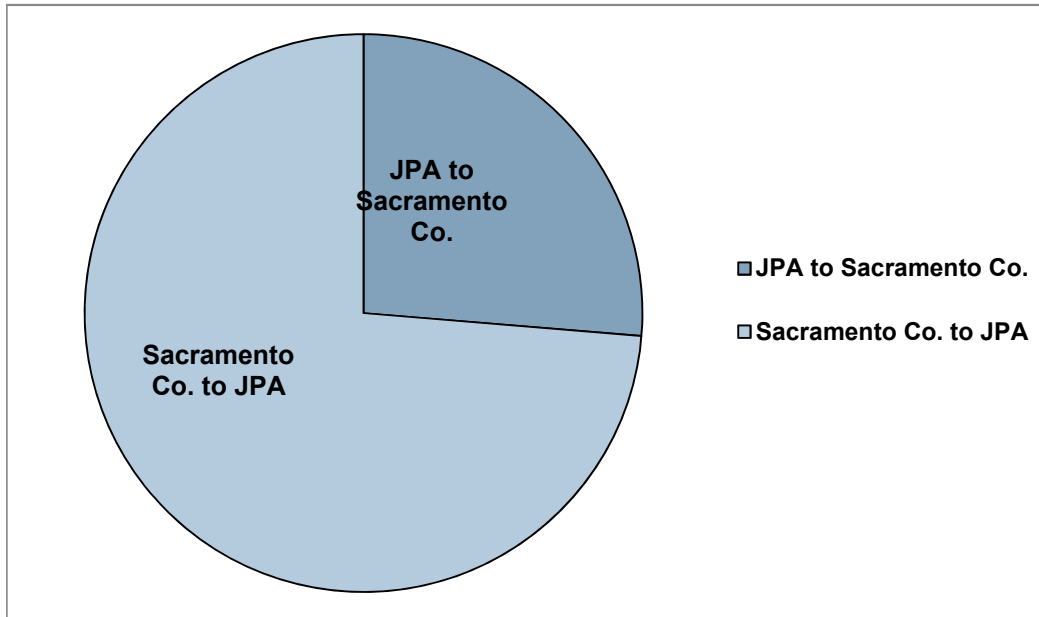
West	Sept	Aug	July
47 Sleepy Hollow	1		
81 Rescue	2	1	3
83 Rescue	1	1	1
84 EDH	3	2	4
85 EDH	5	3	6
86 EDH	7	4	1
88 Cameron Park	5	3	4
89 Cameron Park	2	2	2
91 Latrobe			
TOTAL	26	16	21

South	Sept	Aug	July
19 Pleasant Valley	1		3
23 Pleasant Valley		3	
32 Somerset			
35 Grizzly Flat			
37 Omo Ranch			
38 Fairplay	2	1	
38 Mt. Aukum			
TOTAL	3	4	3

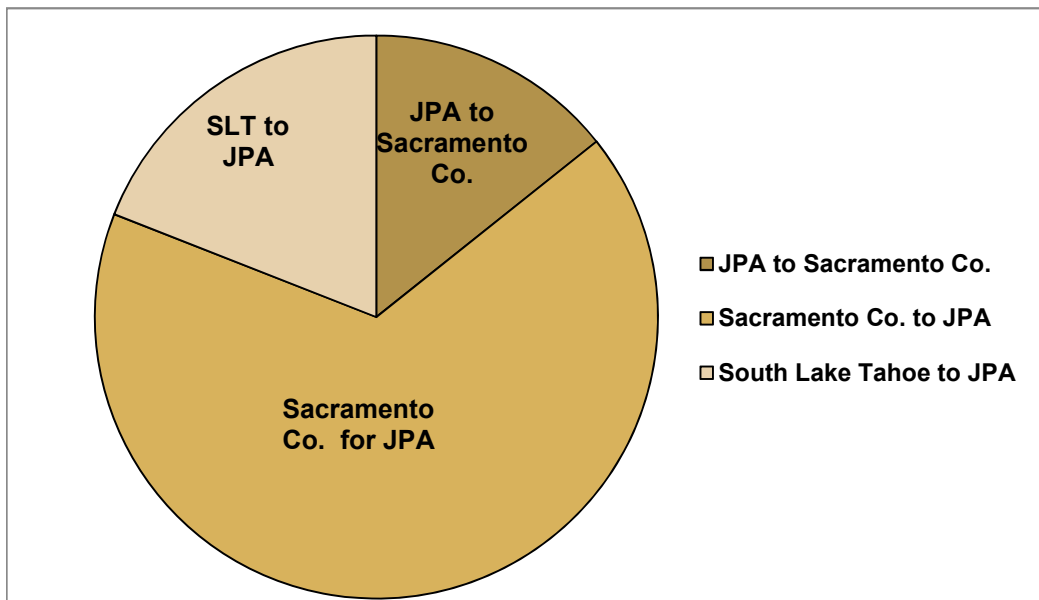
Reason for Exception Report	Urban	Semi-Rural	Rural
2nd unit to MCI			
Alert malfunction			
Cancelled enroute			
Cancelled re-dispatched		1	
Dispatched C-2			
Dispatched from training			
Distance	10	10	7
EMSA Inventory			
Gate		1	
GSA to GSA	5	14	3
Had to search for patient location	2	1	
Incorrect address			
Incorrect time stamp	3	2	
Interfacility transfer			
On a Move-Up			
On cover assignment			
Pager malfunction			
Patient left original location			
Poor road conditions			
Quick Call did not work			
Reduced to C-2	1		
Road construction			
Road obstructions			
Staging			
Training			
Unmarked/No visible address			
Weather			

Mutual Aid - September 2017

MOVE-UPS			
	Sept	Aug	July
JPA to Sacramento Co.	5	4	7
Sacramento Co. to JPA	14	9	6



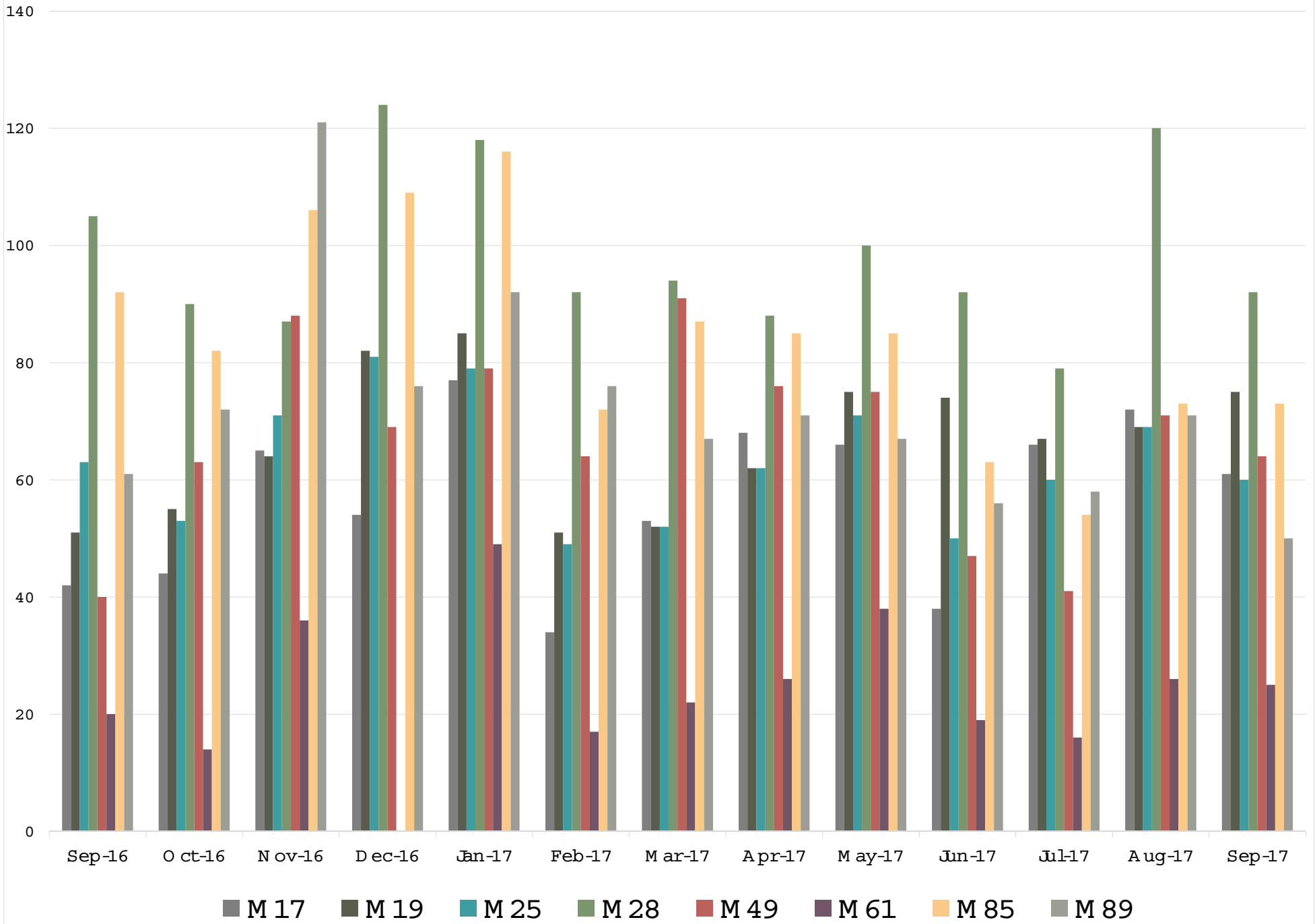
MEDICAL CALLS			
	Sept	Aug	July
JPA to Sacramento Co.	3	4	4
Sacramento Co. to JPA	14	10	10
South Lake Tahoe to JPA	4	3	3



Move Up and Cover Stats

September=532

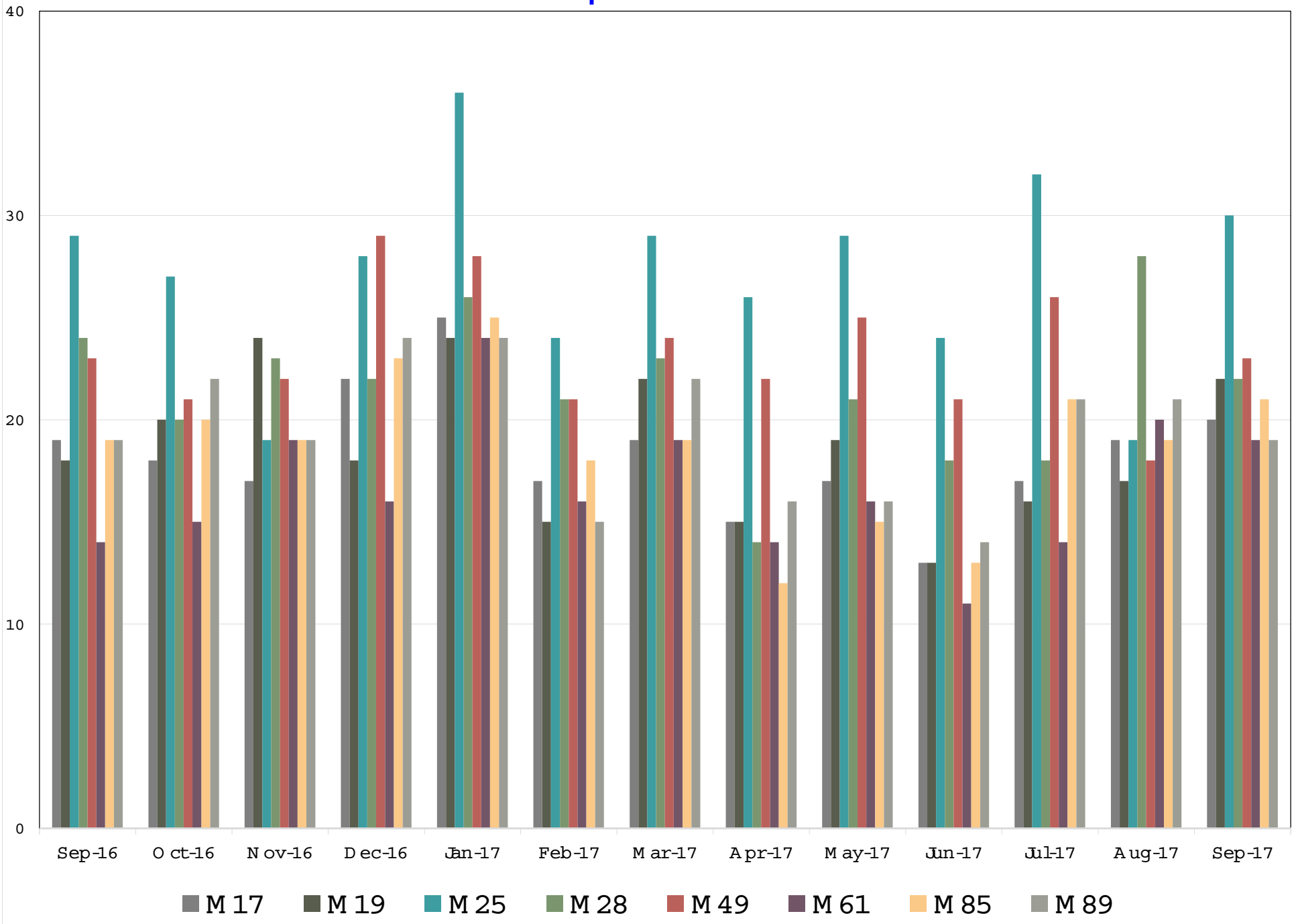
Item 6.1.3



Medical Interfacility Transfers

Item 6.1.4

September = 182



2017 - 2018 Holiday / Event Calendar

2017	
October	
9	Columbus Day
31	Halloween

November	
11	Veterans Day
23	Thanksgiving

December	
24	Christmas Eve
25	Christmas Day
31	New Year's Eve

2018	
January	
1	New Year's Day
15	Martin Luther King Day

February	
2	Groundhog Day
14	Valentine's Day
19	President's Day
24	Soups, Stews and Chili Cookoff

March	
17	St. Patrick's Day
30	Good Friday

April	
1	Easter

2018	
May	
13	Mother's Day
28	Memorial Day

June	
17	Father's Day

July	
4	Independence Day

August	

September	
3	Labor Day

October	
31	Halloween

November	
22	Thanksgiving
23	President's Day

December	
24	Christmas Eve
25	Christmas Day
31	New Years Eve

**EL DORADO COUNTY EMERGENCY
SERVICES AUTHORITY**

Audited Financial Report

June 30, 2016

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

Audited Financial Report

June 30, 2016

TABLE OF CONTENTS

Independent Auditor’s Report	1
Basic Financial Statements:	
Statement of Net Position and Governmental Fund Balance Sheet.....	3
Statement of Activities and Governmental Fund Revenues, Expenditures and Change in Fund Balance	4
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund	5
Notes to Basic Financial Statements	6
Supplementary Information:	
Combining Schedule of Expenditures	14
Compliance Report:	
Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	15
Schedule of Findings	17



550 Howe Avenue, Suite 210
Sacramento, California 95825
Telephone: (916) 564-8727
FAX: (916) 564-8728

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
El Dorado County Emergency Services Authority
Diamond Springs, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of the El Dorado County Emergency Services Authority (the JPA), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the JPA's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Qualified Opinion

The JPA has recorded a liability for compensated absences related to JPA-funded employees that are employees of its member agencies, which is not defined in the member agency agreements and is not clear that this is a liability of the JPA. In addition, the charges billed by the member agencies to the JPA for the unfunded pension liability and OPEB costs are not defined by the agreements and are not consistently calculated among agencies, and are not consistent with the JPA's understanding of costs to be reimbursed.

To the JPA Governing Board
El Dorado County Emergency Services Authority

Opinions

In our opinion, except for the possible effects of the matter discussed in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the major fund of the JPA as of June 30, 2016, and the respective changes in financial position thereof and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts.

Emphasis of Matter

As described in Note K to the financial statements, the JPA corrected two errors that resulted in an increase in fund balance and net assets as of July 1, 2015. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, as listed in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the JPA's basic financial statements. The supplementary information listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 18, 2017 on our consideration of the JPA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the JPA's internal control over financial reporting and compliance.

Richardson & Company, LLP

September 18, 2017

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

STATEMENT OF NET POSITION AND
GOVERNMENTAL FUND BALANCE SHEET

June 30, 2016

	<u>General Fund</u>	<u>Adjustments (Note J)</u>	<u>Statement of Net Position</u>
ASSETS			
Cash	\$ 802,229		\$ 802,229
Due from other governments	168,648		168,648
Accounts receivable	5,208		5,208
Prepaid costs	50,361		50,361
Capital assets depreciated, net		\$ 1,144,662	1,144,662
	<u> </u>	<u> </u>	<u> </u>
TOTAL ASSETS	<u>\$ 1,026,446</u>	<u>1,144,662</u>	<u>2,171,108</u>
LIABILITIES			
Accounts payable and other current liabilities	\$ 438,447		438,447
Salaries and benefits payable	277,307		277,307
Compensated absences		212,904	212,904
	<u> </u>	<u> </u>	<u> </u>
TOTAL LIABILITIES	<u>715,754</u>	<u>212,904</u>	<u>928,658</u>
DEFERRED INFLOWS OF RESOURCSE			
Unavailable revenues	98,067	(98,067)	
	<u> </u>	<u> </u>	<u> </u>
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>98,067</u>	<u>(98,067)</u>	<u> </u>
FUND BALANCE/NET POSITION			
Fund balance:			
Nonspendable	50,361	(50,361)	
Committed	212,904	(212,904)	
Unassigned	(50,640)	50,640	
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUND BALANCE	<u>212,625</u>	<u>(212,625)</u>	<u> </u>
TOTAL LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE	<u>\$ 1,026,446</u>		
NET POSITION			
Investment in capital assets		1,144,662	1,144,662
Unrestricted		97,788	97,788
		<u> </u>	<u> </u>
TOTAL NET POSITION		<u>\$ 1,029,825</u>	<u>\$ 1,242,450</u>

The accompanying notes are an integral part of these financial statements.

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

For the Year Ended June 30, 2016

	General Fund	Adjustments (Note J)	Statement of Activities
EXPENDITURES/EXPENSES			
Salaries and related benefits	\$ 8,262,679	\$ 55,974	\$ 8,318,653
Services and supplies	2,073,443		2,073,443
Provider administrative fees	160,000		160,000
Capital outlay	854,010	(854,010)	
Depreciation		361,123	361,123
TOTAL EXPENDITURES/EXPENSES	11,350,132	(436,913)	10,913,219
REVENUES			
Contract service area #7 payments	11,299,369	98,067	11,397,436
Other reimbursements	47,417		47,417
TOTAL REVENUES	11,346,786	98,067	11,444,853
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(3,346)		
NET PROGRAM REVENUES		534,980	531,634
GENERAL REVENUES			
Interest earned	(3,556)		(3,556)
Loss on disposal of assets		(61,370)	(61,370)
NET CHANGE IN FUND BALANCE	(6,902)	6,902	
CHANGE IN NET POSITION		466,708	466,708
Fund balance/net position, beginning of year, as previously reported	196,669	529,562	726,231
Restatement	22,858	26,653	49,511
Fund balance/net position, as restated	219,527	556,215	775,742
FUND BALANCE/NET POSITION AT END OF YEAR	\$ 212,625	\$ 1,029,825	\$ 1,242,450

The accompanying notes are an integral part of these financial statements.

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND

For the Year Ended June 30, 2016

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
REVENUES				
CSA #7 Contract Payments	\$ 11,645,105	\$ 11,645,105	\$ 11,299,369	\$ (345,736)
Interest Income			(3,556)	(3,556)
Other Program Revenue-Reimbursements			47,417	47,417
TOTAL REVENUE	<u>11,645,105</u>	<u>11,645,105</u>	<u>11,343,230</u>	<u>(301,875)</u>
EXPENSES				
Salaries	\$ 5,281,614	5,299,114	5,342,073	42,959
Deferred Compensation	44,234	44,234	50,456	6,222
Payroll Tax	123,703	123,703	116,335	(7,368)
Health Insurance	739,974	734,974	723,462	(11,512)
Health Insurance-OPEB	377,492	377,492	400,379	22,887
Other Employee Benefits	1,506,208	1,790,408	1,629,974	(160,434)
Total Salaries and Benefits	<u>8,073,225</u>	<u>8,369,925</u>	<u>8,262,679</u>	<u>(107,246)</u>
Provider Administration Fee	<u>160,000</u>	<u>160,000</u>	<u>160,000</u>	<u>-</u>
Clothing and Personal Supplies	57,300	40,400	36,692	(3,708)
Telephone/Radio	1,110,000	1,020,940	837,498	(183,442)
Professional Fees/Contracts	67,650	67,650	42,685	(24,965)
Household/Food	12,160	4,260	3,591	(669)
Utilities	98,770	98,770	98,636	(134)
Insurance	30,000	30,000	25,491	(4,509)
Maintenance	170,800	170,800	176,102	5,302
Supplies	392,875	392,375	466,508	74,133
Dues/Memberships	575	575	5,391	4,816
Miscellaneous	1,500	1,500	1,788	288
Postage	900	900	1,014	114
Printing	150	150	382	232
Rent	179,200	179,260	174,843	(4,417)
Equipment	53,500	30,000	11,075	(18,925)
Special Project/Other	3,000	3,000	36,166	33,166
Education	75,100	62,300	37,589	(24,711)
Travel/Transportation	218,400	136,900	117,992	(18,908)
Total Services and Supplies	<u>2,471,880</u>	<u>2,239,780</u>	<u>2,073,443</u>	<u>(166,337)</u>
Fixed Assets - Equipment	<u>940,000</u>	<u>875,400</u>	<u>854,010</u>	<u>(21,390)</u>
TOTAL EXPENDITURES	<u>11,645,105</u>	<u>11,645,105</u>	<u>11,350,132</u>	<u>(294,973)</u>
NET CHANGE IN FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>(6,902)</u>	<u>\$ (6,902)</u>
Fund balance, beginning of year, as restated			<u>219,527</u>	
FUND BALANCE AT END OF YEAR			<u>\$ 212,625</u>	

The accompanying notes are an integral part of these financial statements.

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2016

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the El Dorado County Emergency Services Authority (the JPA) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The most significant accounting policies of the JPA are described below.

Reporting Entity: The El Dorado County Emergency Services Authority (JPA) (formerly: The El Dorado County Regional Prehospital Emergency Services Operations Authority) was established to provide a regional ambulance service to the western slope of El Dorado County and to provide a coordinated dispatch system within El Dorado County. The JPA contracts the ambulance services to five Provider Fire Districts within the County of El Dorado: El Dorado County Fire Protection District, Diamond Springs Fire Protection District, Georgetown Fire Protection District, El Dorado Hills Fire Protection District and Cameron Park Community Services District, which are also members of the JPA. The JPA also has five Non-Provider Fire District members, including Pioneer Fire Protection District, Rescue Fire Protection District, Mosquito Fire Protection District, Garden Valley Fire Protection District and Latrobe Fire Protection District. The effective date of the notice of Joint Powers Agreement filed with the State of California Secretary of State was September 1, 1996. The agreement is pursuant to California Governmental Code Sections 6503.5 and 6503.7. Actual operations of the JPA commenced on January 1, 1997. Operational funding for the JPA is handled through El Dorado County as part of the services agreement with the County. The County accounts for the ambulance and other emergency services activities in the County Service Area (CSA) No. 7 Fund.

A board composed of ten (10) members governs the JPA. Each member is a representative of the Provider and Non-Provider Fire Districts listed above.

A reporting entity is comprised of the primary government and its component units, which are entities for which the government is financially accountable. The JPA is not a component unit of any other entity and no other entities are considered to be a component unit of the JPA.

Basis of Presentation – Government-wide Financial Statements: The government-wide statement of net position and statement of activities display information about the non-fiduciary activities of the primary government (the JPA). These statements include the financial activities of the JPA.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized when a liability is incurred, regardless of the timing of related cash flows. Nonexchange transactions in which the JPA gives (or receives) value without directly receiving (or giving) equal value in exchange, including agency funding from member districts, are recognized when all eligibility requirements are met.

The statement of activities presents a comparison between direct expenses and program revenues for the JPA's governmental activities. Direct expenses are those that are specifically associated with the programs of the JPA. Program revenues include charges paid by recipients of goods and services offered by a program, as well as grants and contributions that are restricted to meeting the operational or capital requirements of the JPA. Revenues that are not classified as program revenues, including interest income, are presented as general revenues.

Measurement Focus, Basis of Accounting and Financial Statement Presentation: The accounts of the JPA are organized on the basis of funds. A fund is a separate accounting entity with a self-balancing set of accounts. The JPA accounts for its activities in the General Fund, which is accounted for as a governmental fund. Governmental funds are established for the purpose of accounting for specific activities in accordance with applicable regulations, restrictions or limitations. Major individual funds are reported as separate columns in the fund financial statements.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources are included on the balance sheet. Operating

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2016

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

statements of these funds present increases (i.e. revenues and other financing sources) and decreases (i.e. expenditures and other financing uses) in net current assets. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the JPA considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Grant funds and exchange revenue earned but not received are recorded as a receivable. Grant funds and exchange revenue received before the revenue recognition criteria have been met are reported as deferred inflows or unearned revenues, respectively.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, long-term liabilities, as well as expenditures related to compensated absences, claims and judgments, are recorded only when payment is due. General capital assets are reported as capital outlay expenditures in governmental funds when purchased.

When both restricted and unrestricted resources are available, it is the JPA's policy to use restricted resources first, then unrestricted resources as they are needed. Expenditures against unrestricted resources first reduce committed, then assigned and finally unassigned fund balance.

The JPA's only major governmental fund is the General Fund. The General Fund is the general operating fund of the JPA and accounts for revenues collected to provide services and finance the fundamental operations of the JPA. The fund is charged with all costs of operations.

Prepaid Costs: Prepaid costs represent amounts paid in advance of receiving goods or services. The JPA has the option of reporting an expenditure in governmental funds for prepaid items either when purchased or during the benefiting period. The JPA has chosen to report the expenditures in the period benefited.

Capital Assets: Capital assets are stated at cost or estimated cost where no historical records exist. Donated capital assets are recorded at the acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date. Maintenance and repair costs are expensed as incurred unless they extend the useful life of the asset. Capital assets purchased or acquired with an original cost of \$5,000 or more are capitalized. Depreciation is provided on the straight-line basis over an estimated useful life of 5 to 10 years, depending on the asset class.

Deferred Outflows and Inflows of Resources: In addition to assets and liabilities, the balance sheet will sometimes report separate sections for deferred outflows and deferred inflows of resources. Deferred outflows of resources represent a consumption of net position by the government that is applicable to a future reporting period. Deferred inflows of resources represent an acquisition of net position that is applicable to a future reporting period. These amounts will not be recognized as an outflow of resources (expense) or an inflow of resources (revenue) until the earnings process is complete. Unavailable revenue in governmental funds arises when a potential revenue source does not meet both the "measurable" and "available" criteria for recognition in the current period.

Compensated Absences: Employees of each Provider Fire District accumulate earned but unused vacation (and in some Districts, sick leave,) which will be paid to the employees upon separation of service. Such vacation and sick leave pay is accrued when incurred in the government-wide financial statements of the JPA. A liability for these amounts is reported in the governmental fund of the JPA, but only if they have matured, for example, as a result of employee resignations and retirements. The Provider Fire District agreements do not define what the JPA is responsible for with regard to the payment of accumulated vacation and sick leave, as applicable, upon termination of the JPA-funded employees, so it is unclear as to whether this liability needs to be recorded in the JPA financial statements.

Fund Balance: Governmental funds report nonspendable, restricted, committed, assigned and unassigned balances.

Nonspendable Funds – Fund balance should be reported as nonspendable when the amounts cannot be spent because they are either not in spendable form, or are legally or contractually required to be maintained intact.

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2016

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Nonspendable balances are not expected to be converted to cash within the next operating cycle, which include prepaid expenses and long-term receivables. The JPA's nonspendable fund balance is for prepaid expenses.

Restricted Funds – Fund balance should be reported as restricted when constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. The JPA had no restricted fund balance.

Committed Funds – Fund balance should be reported as committed when the amounts can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority, which is a Resolution of the Board of Directors. These amounts cannot be used for any other purpose unless the governing body modifies or removes the fund commitment. The JPA's residual fund balance, after considering amounts nonspendable, is committed to fund the unfunded compensated absences (vacation and sick leave liability) of its member agencies. This reserve amount is adjusted annually to the amount of the compensated absences liability of the JPA-funded employees, as required by the CSA #7 Board of Directors.

Assigned Funds – Fund balance should be reported as assigned when the amounts are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The JPA had no assigned fund balance.

Unassigned Funds – Unassigned fund balance is the residual classification of the JPA's funds and includes all spendable amounts that have not been restricted, committed, or assigned to specific purposes.

Net Position: The government-wide financial statements present net position. Net position is categorized as the investment in capital assets, restricted and unrestricted.

Investment in Capital Assets – This category groups all capital assets into one component of net position. Accumulated depreciation reduces the balance in this category.

Restricted Net Position – This category presents external restrictions imposed by creditors, grantors, contributors, laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation. The JPA had no restricted net position.

Unrestricted Net Position – This category represents net position of the JPA that is not restricted for any project or other purpose.

Budget: An annual budget is adopted on a basis consistent with generally accepted accounting principles for all governmental funds. By state law, the JPA's governing board must adopt a final budget no later than July 1. A public hearing must be conducted to receive comments prior to adoption. The JPA's governing board satisfied these requirements.

This budget is reviewed by the JPA Governing Board during the year to give consideration to unanticipated income and expenditures. Budget appropriations lapse at each year-end. The original and final budget are presented for the General Fund.

Use of Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2016

NOTE B – CASH AND INVESTMENTS

At June 30, 2016, the JPA’s cash consisted of an investment in the County of El Dorado investment pool of \$802,229.

Investment policy: The JPA’s investment policy requires the JPA to invest in the County of El Dorado cash and investments pool (County Pool), which is invested by the County Treasurer. The County allocates interest to the various funds based upon the average daily cash balances. Investments held in the County Pool are available on demand to the JPA and are stated at amortized cost, which approximates fair value. The County’s investment policy may be found in the notes to its Annual Financial Report at <http://www.edcgov.us/Auditor-Controller/CountyFinancialStatements.aspx>.

Interest rate risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The JPA manages its exposure to interest rate risk by investing in the County Pool. As of June 30, 2016, the weighted average maturity of the investments in the County Pool was approximately 277 days.

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The County Pool does not have a rating provided by a nationally recognized statistical rating organization.

Custodial credit risk: Custodial risk is the risk that the government will not be able to recover its deposits or the value of its investments that are in the possession of an outside party. Custodial credit risk does not apply to a local government’s indirect deposits or investment in securities through the use of government investment pools (such as the County investment pool).

Concentration of Credit Risk: This risk is the risk of loss attributed to the magnitude of a government’s investment in a single issuer. At year end, the JPA was not exposed to concentration of credit risk.

NOTE C – CAPITAL ASSETS

Capital asset activity was as follows for the year ended June 30, 2016:

	Balance June 30, 2015	Additions	Disposals	Transfers	Balance June 30, 2016
Capital assets, not being depreciated:					
Vehicles	_____	\$ 267,003	_____	_____	\$ 267,003
Capital assets being depreciated:					
Vehicles and equipment	\$ 3,063,188	587,007	\$(1,071,749)	\$(302,458)	2,275,988
Less accumulated depreciation for:					
Vehicles and equipment	(2,376,696)	(334,470)	1,010,379	302,458	(1,398,329)
Total capital assets, being depreciated, net	<u>\$ 686,492</u>	<u>\$ 519,540</u>	<u>\$ (61,370)</u>	<u>\$ -</u>	<u>\$ 1,144,662</u>

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2016

NOTE D – COMPENSATED ABSENCES

Changes in compensated absences consisted of the following during the year ended June 30, 2016:

	Balance June 30, 2015	Additions	Retirements	Balance June 30, 2016
El Dorado County Fire Protection District		\$ 1,880		\$ 1,880
Diamond Springs Fire Protection District	\$ 22,739	23,370		46,109
Georgetown Fire Protection District	125,290	16,894		142,184
El Dorado Hills Fire Protection District	8,901	12,323		21,224
JPA Administration		1,507		1,507
	<u>\$ 156,930</u>	<u>\$ 54,094</u>	<u>\$ -</u>	<u>\$ 211,024</u>

No amounts are considered to be due within one year.

NOTE E – EMPLOYEE RETIREMENT BENEFITS

The JPA is not a CalPERS contracting agency. JPA employees do not have retirement benefits. JPA-funded employees are provided with CalPERS retirement benefits through the Provider Fire Districts that employ them. The JPA reimburses the Provider Fire Districts (excluding Cameron Park Community Services District) for the contributions to CalPERS related to the JPA-funded employees, which are based on actuarially valuations. Information on benefits provided, funding policy and contributions can be obtained from these member agency financial statements. The amount paid to these member agencies for retirement benefits, including the required payment for the unfunded pension liability, for the year ended June 30, 2016 totaled \$1,341,922. JPA-funded employees of the Cameron Park Community Services District are State employees and the JPA pays an established benefits rate that includes pension and other benefits. The JPA has no obligation for retirement benefits beyond those annual payments, so no pension liability is reflected in the JPA’s financial statements.

NOTE F – OTHER POSTEMPLOYMENT BENEFITS PLAN

GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions*, requires all other postemployment benefits (OPEB), such as healthcare benefits provided to retirees, that are in addition to pension benefits be recorded as an expense and a liability by the employer. The JPA has not granted any OPEB benefits to its employees. JPA-fund employees are provided with OPEB benefits through the Provider Fire Districts that employ them. The JPA reimburses these Provider Fire Districts (excluding Cameron Park Community Services District) based on actuarial valuations. The amount paid to these member agencies for OPEB benefits for the year ended June 30, 2016 totaled \$400,379. The JPA has no obligation for post-employment health care programs beyond the annual payments made to the Provider Fire Districts, so no liability for OPEB benefits has been included in the JPA’s financial statements.

NOTE G – RISK MANAGEMENT

Property and Liability Insurance: The JPA is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. During fiscal year ending June 30, 2016, the JPA contracted with American Alternative Insurance Corporation for property, liability, auto and theft insurance coverage. There have been no reductions in insurance limits and settled claims have not exceeded this commercial coverage in the last three years.

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2016

NOTE G – RISK MANAGEMENT (Continued)

Workers' Compensation Insurance: For fiscal year 2016, the JPA purchased workers' compensation insurance for its two employees from the State Compensation Insurance Fund.

NOTE H – COMMITMENTS AND CONTINGENCIES

El Dorado County Contract: El Dorado County has contracted with the JPA to provide prehospital ambulance and dispatch services for the area known in El Dorado County as County Service Area No. 7 (CSA No. 7). Ambulance services are provided by five Provider Fire Districts within the County of El Dorado and dispatch services are provided by Cal Fire. Under the terms of this agreement, the JPA receives an amount per month based on JPA and member agency budgeted expenses. The current contract with the County expires June 30, 2018. Continued operation of the JPA is contingent on annual funding agreements with CSA No. 7.

Under the terms of the contract, audits may be required and certain items may be questioned as not being appropriate under the terms of the contract. Such audits could lead to request for reimbursement to the County. No such reimbursement request have been made by the County.

Dispatch Contract Commitment: The JPA contracts with Cal Fire for its dispatch services. The contract term is July 1, 2014 through June 30, 2017 at a cost not to exceed \$3,311,326. As of June 30, 2016, the JPA had one year remaining under the contract at a cost not to exceed \$1,158,045.

Operating Lease: The JPA has entered into a lease for office and storage space and two office equipment leases that extend beyond the current fiscal year. The JPA does not intend to purchase the building or buy-out the equipment at the end of the leases and historically has turned in the old equipment for new. The office lease expired on October 31, 2014 but the JPA continues to lease this facility on a month-to-month basis. Total rent expense under these operating leases for the year ended June 30, 2016 totaled \$15,612. Minimum future rental payments under the non-cancelable operating lease for the office equipment were as follows at year-end:

<u>Year Ending June 30,</u>	
July 9, 1905	\$ 2,412
July 10, 1905	<u>1,530</u>
	<u>\$ 3,942</u>

NOTE I – NEW PRONOUNCEMENTS

In January 2016, the GASB issued Statement No. 80, Blending Requirements for Certain Component Units – an amendment of GASB Statement No. 14. This Statement amends the blending requirements for component units to add an additional criterion that requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is the sole corporate member. This Statement is effective for periods beginning after June 15, 2016.

In March 2017, the GASB issued Statement No. 85, *Omnibus 2017*. This Statement addresses practice issues that have been identified during implementation and application of certain GASB statements, including issues related to blending component units, goodwill, fair value measurements and application, pensions and other postemployment benefits. This Statement is effective for periods beginning after June 15, 2017.

The JPA will fully analyze the impact of these new Statements prior to the effective dates listed above.

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2016

NOTE J – RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET WITH THE GOVERNMENT-WIDE STATEMENT OF NET POSITION

Total fund balances of the JPA's governmental funds differ from net position of governmental activities primarily because of the long-term focus of the statement of net position versus the current financial resources focus of the governmental fund balance sheet. The differences are described below:

Fund balance of governmental funds	\$ 212,625
Certain receivables are not available to pay current period expenditures and therefore are deferred in the governmental funds	98,067
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds.	
Capital assets, net	1,144,662
Certain liabilities are not due and payable in the current period and therefore are not reported in the governmental funds.	
Compensated absences	<u>(212,904)</u>
Net position in the government-wide statement of net position	<u><u>\$ 1,242,450</u></u>

The net change in fund balances of governmental funds differs from the change in net position of governmental activities primarily because of the long-term focus of the statement of net position versus the current financial resources focus of the governmental funds balance sheet. The differences are described below:

Net change in fund balances of governmental funds	\$ (6,902)
Certain receivables are not available to pay current period expenditures and therefore are deferred in the governmental funds	98,067
Governmental funds report capital outlays as expenditures. In the statement of activities, however, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. The change in capital assets consists of:	
Capital outlay	854,010
Depreciation expense	(361,123)
Loss on disposal of assets	(61,370)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	
Change in compensated absences	<u>(55,974)</u>
Change in net position of the statement of activities	<u><u>\$ 466,708</u></u>

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2016

NOTE K – RESTATEMENTS

During the June 30, 2016 audit, certain items were discovered that warrant adjustments as of June 30, 2015. As a result of these prior period adjustments, the net position and fund balance reported on the statement of activities and statement of revenues and expenditures as of July 1, 2015 have been restated as follows:

	<u>General Fund</u>	<u>Governmental Activities</u>
Fund balance and net position as of July 1, 2015, as previously reported	\$ 196,669	\$ 726,231
Correct depreciation taken in excess of cost of assets		26,653
Accrue reimbursement revenue for fiscal year 2014/15 received in 2015/16	<u>22,858</u>	<u>22,858</u>
Total Restatements	<u>219,527</u>	<u>775,742</u>
Fund balance and net position as of July 1, 2015, as restated	<u><u>\$ 219,527</u></u>	<u><u>\$ 125,742</u></u>

SUPPLEMENTARY INFORMATION

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

COMBINING SCHEDULE OF EXPENDITURES

For the Year Ended June 30, 2016

	El Dorado County Fire District	Diamond Springs/El Dorado Fire District	Georgetown Fire District	Cameron Park Community Service District	El Dorado Hills Fire And Water District	Garden Valley Fire District	Total Program	Joint Powers Authority Administration	Total Joint Powers Authority
EXPENDITURES									
Permanent Employees/ Elected Officials	\$ 1,976,802	\$ 468,087	\$ 491,118	\$ 958,289	\$ 410,067		\$ 4,304,363	\$ 154,794	\$ 4,459,157
Temporary Employees		2,581	32,779				35,360		35,360
Overtime	411,174	103,871	123,884		135,080		774,009		774,009
Other Compensation	56,758	6,395	2,422		3,000		68,575	4,972	73,547
Retirement-Employer	911,891	124,000	179,751		126,280		1,341,922		1,341,922
Payroll Taxes	36,935	42,666	13,557		9,218		102,376	13,959	116,335
Health Insurance- Employer	427,205	96,202	77,879		122,176		723,462		723,462
Health Insurance-OPEB								400,379	400,379
Long Term Disability-Employer	5,719	1,719	1,168		4,334		12,940		12,940
Deferred Compensation-Employer		16,672	33,784				50,456		50,456
Vision Insurance-Employer	5,543		1,099		9,550		16,192		16,192
Worker Compensation	117,431	86,704	(1,541)		53,809		256,403	1,356	257,759
Flexible Benefits		648			513		1,161		1,161
Total Salaries and Benefits	<u>3,949,458</u>	<u>949,545</u>	<u>955,900</u>	<u>958,289</u>	<u>874,027</u>		<u>7,687,219</u>	<u>575,460</u>	<u>8,262,679</u>
Provider Administration Fee								160,000	160,000
Clothing and Personal Supplies	6,459	5,992	5,064	6,167	13,010		36,692		36,692
Telephone/Radio								837,498	837,498
Professional Fees/Contracts			1,138				1,138	41,547	42,685
Household/Food	66		15	3,326			3,407	184	3,591
Utilities								98,636	98,636
Insurance	1,488						1,488	24,003	25,491
Maintenance	364		2,493				2,857	173,245	176,102
Supplies		397	(29)	1,406	375		2,149	464,359	466,508
Dues/Memberships			900				900	4,491	5,391
Miscellaneous	1,920						1,920	(132)	1,788
Postage								1,014	1,014
Printing								382	382
Rent				201		\$ 59	260	174,583	174,843
Equipment	154	953	442	2,633			4,182	6,893	11,075
Special Project/Other								36,166	36,166
Education	15,003	1,856	2,254	1,075	11,156		31,344	6,245	37,589
Travel/Transportation				50	30		80	117,912	117,992
Total Services and Supplies	<u>17,077</u>	<u>2,809</u>	<u>3,596</u>	<u>3,959</u>	<u>11,186</u>	<u>59</u>	<u>38,686</u>	<u>1,987,026</u>	<u>2,073,443</u>
Fixed Assets-Equipment								854,010	854,010
Total Expenditures	<u>\$ 3,966,535</u>	<u>\$ 952,354</u>	<u>\$ 959,496</u>	<u>\$ 962,248</u>	<u>\$ 885,213</u>	<u>\$ 59</u>	<u>\$ 7,725,905</u>	<u>\$ 3,576,496</u>	<u>\$ 11,350,132</u>

COMPLIANCE REPORT

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

To the Board of Directors
El Dorado County Emergency Services Authority
Diamond Springs, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the major fund and the aggregate remaining fund information of the El Dorado County Emergency Services Authority (the JPA), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the JPA's basic financial statements, and have issued our report thereon dated September 18, 2017. The report was qualified because there is no basis for the recording of the compensated absence liability or employees of member agencies and the amounts reimbursed for certain pension and OPEB costs are not defined by the member agency agreements.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the JPA's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the JPA's internal control. Accordingly, we do not express an opinion on the effectiveness of the JPA's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings that we consider to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the JPA's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

To the Board of Directors
El Dorado County Emergency Services Authority

The JPA's Response to Findings

The JPA's response to the findings identified in our audit is described in the accompanying schedule of findings. The JPA's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide on the effectiveness of the JPA's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards*, in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Richardson & Company, LLP

September 18, 2017

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

SCHEDULE OF FINDINGS

June 30, 2016

Material Weaknesses

Finding 2016-1

Condition: The JPA is reflecting a liability in its financial statements for the accrued compensated absences of JPA-funded employees that are employed by the Provider Fire Districts. The need to reflect this liability in the financial statements of the JPA is unclear because the agreements between the JPA and the Provider Fire Districts do not define the financial responsibility for this liability.

In addition, we noted that the amounts being billed by most of the Provider Fire Districts for OPEB costs is the actuarially determined annual required contribution, which includes both current and retired employees. One agency is billing the entire amount of the actuary's projected benefit payments, but we were unable to determine if this amount represents only JPA-funded retirees or all of the district's retirees. Based on our discussion with JPA management, it appears the intent of these reimbursements is to pay for healthcare premiums on current JPA-funded retirees and not pre-fund for current employees. However, the JPA's policy does not specify this intent, nor do the agreements with the Provider Fire Districts. The JPA does not currently record a liability for the unfunded OPEB costs of JPA-funded employees because the responsibility for these OPEB costs is believed to be the Provider Fire Districts'; however, this is not specified in the agreements.

Pension cost reimbursements are also not specifically defined in the Provider Fire District agreements and there is an inconsistency in the methods being used by them in calculating the charge to the JPA for the JPA's share of the payment required by CalPERS during fiscal year 2015/16 toward the unfunded pension liability. The JPA's responsibility for these costs needs to be defined in the Provider Fire District agreements, as well as the method to use to calculate the reimbursement amount. Similar to the OPEB, the JPA does not currently record a liability for the unfunded pension liability of JPA-funded employees because the responsibility for these pension costs is believed to be the Provider Fire Districts'; however, this is not specified in the agreements.

Recommendation: We recommend the JPA amend the Provider Fire District agreements to discuss which payroll related items will be reimbursed, and the basis for such reimbursements. We recommend the agreements specifically address, in addition to member agency salaries, whether overtime, temporary help, payroll taxes, health insurance premiums, workers compensation insurance premiums, compensated absences expenditures (i.e. any applicable vacation, sick leave, PTO, compensatory time-off, etc.), contributions to deferred compensation plans, contributions to retirement plans, contributions to other postretirement benefit (OPEB) plans and any other benefits paid by the Provider Fire Districts will be reimbursed. We recommend the agreement specifically address whether any unfunded liabilities for Provider Fire District compensated absences, pension plans and OPEB plans will be funded by the JPA or whether any unfunded liabilities will be the responsibility of the Provider Fire District. If the unfunded liabilities will be partially or fully funded by the JPA, we recommend the agreements specifically define how the unfunded liabilities for which the JPA is responsible will be computed and funded, including if the JPA dissolves without sufficient cash to fund its share of the unfunded liabilities.

Management's Response:

The accrued compensated absences for JPA funded employees were initiated with the approval of the County Board of Supervisors in 1996 when the JPA was first created. There was a concern during the early days of who would be responsible for the accrued absences if the JPA were to cease to exist. The accrued liability has been carried forward since then. We can account for this expense via policy and/or contract agreement with the ALS transporting fire districts.

The JPA Board approved a revision of the OPEB policy on May 3rd, 2017 which addresses in part the auditors finding. Additionally, we have asked for further clarification from the auditor and our ALS transporting fire districts in regards to "pay as you go" OPEB reimbursements and who is responsible for

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

SCHEDULE OF FINDINGS (Continued)

June 30, 2016

Material Weaknesses (Continued)

this liability. From our discussions, we believe a possible solution for the OPEB and pension inconsistencies is to enter into a fixed rate contract with the County of El Dorado (County). We welcome further discussion with the County on this matter.

Class 30 and 40 reimbursements from the JPA to the fire districts are outlined in two policies and they are titled:

- a. Other Post-employment Retiree Health Benefits – Approved 05-03-2017
- b. Budget Preparation and Management Policy – Approved 01-07-2016

We will consider the auditor's recommendation of adding the JPA Board Policy direction to the fire district contract agreements when the agreements come up for their annual review and renewal in January of each year.

**AGREEMENT FOR SERVICES #200-S0811
AMENDMENT IV**

Prehospital Advanced Life Support and Dispatch Services
between El Dorado County
and
El Dorado County Regional Prehospital
Emergency Services Operations Authority

This Amendment IV to that Agreement for Services #200-S0811 is made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and El Dorado County Emergency Services Authority, whose principal place of business is 480 Locust Road, Diamond Springs, CA 95619 (hereinafter referred to as "JPA").

RECITALS

WHEREAS, JPA has been engaged by County to provide prehospital Advanced Life Support services and dispatch services, in accordance with Agreement for Services #200-S0811, dated June 27, 2006, Amendment I dated September 11, 2007, Amendment II dated April 29, 2008, and Amendment III dated September 29, 2009, incorporated herein and made by reference a part hereof (collectively "Agreement"); and

WHEREAS, in accordance with California Health and Safety Code, Section 1797.227, the County has contracted for an electronic Prehospital Care Report (ePCR) software and database, which provides the capability to utilize tablets, computers, and other devices to collect and transmit ePCR data; and

WHEREAS, in February 2017, the California Emergency Medical Services Authority awarded the County grant funding opportunity number C16-041 for the purchase of Electronic Mobile Devices as part of the Data Quality Improvement Program to collect and transmit patient care data to the County consistent with Health and Safety Code 1797.227 with subsequent transmission to the California Emergency Medical Services Information System (CEMSIS) database; and

WHEREAS, to facilitate wireless connectivity between the Emergency Medical Technician (EMT) and EMT-Paramedic staff with the ePCR database, the County has purchased tablets in sufficient quantity for each Advanced Life Support (ALS) ambulance; and

WHEREAS, JPA shall facilitate the integration of ImageTrend software with the contracted dispatch agency; and

~~**WHEREAS**, The County will be responsible for tablet and component purchases, maintenance and replacement. In the event the JPA and/or its sub-contract provider damages and/or loses a tablet, the JPA will be responsible for the repair and/or replacement. JPA has agreed that in exchange for the initial purchase of said tablets, JPA will maintain, accessorize, update, repair, and replace each tablet and associated components on an as needed basis, at JPA's sole cost and expense; and~~

WHEREAS, the parties hereto have mutually agreed to amend Section I - Definitions; Section III, Article I – General Dispatch Provisions; Section VI, Article I – Ambulance Vehicles & Equipment; Section VI, Article VI – Communications Equipment; Section VII, Article I – Prehospital Care Report/Billing Forms; Section VII, Article III – Response Time Reporting; Section VIII, Article IV – Market Rights and EMS Aircraft Services; Section VIII, Article VIII – Compensation for Services, Section VIII, , Article XIV – Notice to Parties; Section X – Takeover Process, Article IX – Administrator; and

WHEREAS, the parties hereto have mutually agreed to amend and replace Appendix B; and Appendix F; and

~~**WHEREAS**, the parties hereto have mutually agreed to add Section IX, Article VIII – Penalty and Appeal Process.~~

NOW THEREFORE, the parties do hereby agree that Agreement for Services #200-S0811 shall be amended a fourth time as follows:

- 1) Section I – Definitions shall be amended to add:
34. Base Hospital means one of a limited number of hospitals that, upon designation by the local EMS agency and upon the completion of a written contractual agreement with the local EMS agency, are responsible for directing the advanced life support system or limited advanced life support system and prehospital care system assigned to it by the local EMS agency.
35. Cancelled Run means a call that is cancelled prior to making patient contact.
36. Dry Run means a call that does not result in a patient transport.
37. Electronic Prehospital Care Report (ePCR) means an electronic form approved by the County of El Dorado EMS Agency for the purpose of documenting all patient care provided in the County of El Dorado. If service entity is providing ambulance transport service under contract with the County of El Dorado, the ePCR shall also include all required billing information.

- 38. Emergency Medical Dispatch (EMD) means medical dispatch protocols and pre-arrival instructions approved by the County of El Dorado EMS Agency Medical Director and EMS Agency Administrator, based on the Emergency Medical Dispatch National Standard Curriculum as the standard.
- 39. Member Agency means a member agency of the El Dorado County Emergency Services Authority (JPA).
- 40. System Standard of Care means the most current versions of the County’s Emergency Medical Service and Medical Transportation Ordinance, the County of El Dorado EMS Agency Policy and Procedure Manual, and any written directives issued by the County of El Dorado EMS Agency Medical Director.
- 41. Time of Dispatch means the moment that the ambulance ~~crew or medical transportation entity~~ is first made aware of the call back number, the address of the patient or passenger, and either: (i) in the case of ambulance request the presumptive patient condition as defined by EMD; or (ii) in the case of medical transportation the requested level of service.

2) Section III Dispatch Requirements, Article I – General Dispatch Provisions shall be amended as follows:

Article I – General Dispatch Provisions

JPA shall provide or subcontract to provide one hundred percent (100%), twenty-four (24) hours per day, seven (7) days per week dispatch coverage and services for all Code-3, Code-2, and scheduled Inter-facility Transfer ambulance requests ~~that begin and end in the county, for service~~ for the term of this Contract, in accordance with federal, State and local provisions, including but not limited to those outlined below.

Such service shall include, but is not limited to, dispatch personnel, in-service training, quality improvement monitoring, and related support services.

- A. Dispatch facility shall hold current designation as primary or secondary Public Safety Answering Point (PSAP) by State of California.
- B. The Designated Dispatch Center shall utilize and maintain a computer aided dispatch (CAD) system with specialized separate tracking of EMS and ambulance responses. JPA shall notify County if CAD system is inoperative for more than 24 hours.
- C. The designated dispatch center shall integrate the CAD system with the Electronic Prehospital Care Report (ePCR) software.
 - 1. ~~County~~ agrees to ~~pay current and future a one-time~~ reimbursements to JPA for the expense of integrating ePCR software with the contracted dispatch agency CAD software. Reimbursement shall be provided for ~~the initial~~ actual work expenses to facilitate integration, not to exceed a total of \$10,000, in accordance with the Article titled, “Compensation for Services.” County

shall review and provide written approval of integration costs prior to any work being conducted. County shall not be responsible for any cost that was not approved in writing prior to the work being performed. ~~Once integration is completed, as verified by County Contract Administrator and ImageTrend, JPA will be responsible for any and all subsequent integration costs, including but not limited to upgrades or routine maintenance as required by the contracted dispatch agency.~~

1. D. JPA shall provide a system of priority dispatch and pre-arrival instructions together with applicable quality assurance approved by the County EMS Agency Medical Director.
- E. The priority dispatch and pre-arrival instruction software approved by the County of El Dorado EMS Agency Director is Medical Priority Consultants software program: ProQA for Windows and AQUA (Advanced Quality Assurance for electronic case review), which meet the standards of the National Traffic Safety Administration: Emergency Medical Dispatch National Standard Curriculum. Software licensing and continuing maintenance and support will be provided by County.

JPA shall ensure that the County-approved priority dispatch and pre-arrival instruction software is installed by the Designated Dispatch Center at all times during this Contract. Thus, except where a deviation is clearly justified by special circumstances not contemplated within a dispatch protocol, such medical dispatch protocol shall be strictly followed. Compliance with call-taker and dispatcher questions and pre-arrival instructions shall be a routine part of an integrated quality improvement process and shall be reported on a monthly basis with response statistics.

- F. The Designated Dispatch Center shall provide a process that recommends system capable of layered-mapping that will recommend vehicle locations per criteria included in the JPA's System Status Management Plan (SSMP).

3) Section VI, Equipment and Supply Requirements, Article I – Ambulance Vehicles & Equipment shall be amended as follows:

Article I – Ambulance Vehicles & Equipment

- A. **County Provided Vehicles and Equipment**
The County provides the JPA the use of the vehicles and equipment shown on the attached list (Appendix B-1, which shall be updated annually and provided to the JPA) to be used exclusively for the provision of services required in the Contract. Ownership of these vehicles and this equipment shall remain vested in the County until said vehicles and equipment are declared “surplus” by County or until otherwise disposed of by County. JPA shall notify County of any property on Appendix B-1 that is no longer needed or useful. County will arrange for the surplus or disposing of the property, pursuant to its own policies and procedures. **No** County owned property, vehicles or equipment, shall be declared surplus or be otherwise disposed of by the JPA.

ePCR/Tablets – County will purchase the initial supply of ePCR mobile tablets for all ALS ambulances. A detailed description of the provided ePCR equipment will be maintained and updated routinely during the annual County property inventory and updated on Appendix B-1.

ePCR mobile tablets shall remain property of the State of California and may not be transferred for use by another entity or another department of a local government or disposed of without written approval of California State Emergency Medical Services Authority (EMSA). A detailed description of the provided ePCR equipment will be maintained and updated routinely during the annual County property inventory and updated on Appendix B-1.

B. JPA Provided Vehicles and Equipment.

The JPA shall maintain a fully equipped fleet of vehicles and all necessary equipment, either acquired in its name or held together with the County owned equipment listed in Appendix B-1, necessary for the continued provision of services under this Contract. Notwithstanding this provision, in order for the County to exercise takeover rights as provided elsewhere in this Contract, JPA's acquisition, lease, or borrowing of vehicles and equipment with funds under this Contract for use in delivery of the services herein shall be subject to County's ability to exercise their takeover rights.

1. Effective July 1, 2002, the JPA shall be solely responsible for the provision of additional ambulance vehicles and equipment listed in Appendix B-1, which are deemed by the County to be necessary to the continued provision of all services under this Contract. Replacement vehicles and equipment shall be of like or better value, features, and function
2. A vehicle replacement plan shall be provided by the JPA to the County for review annually on July 1st. The plan shall include a summary of the past year's acquisitions as well as JPA's recommendations for the surplus or disposal of vehicles and equipment. The plan will be subject to review by County's County Counsel. A copy of the plan shall also be provided to the El Dorado County EMS Agency.
3. JPA's acquisition of any vehicle or durable equipment by full payment of the purchase price shall be pursuant to a written agreement with the vendor and a copy of that agreement shall be provided to County. JPA shall insure that County is designated as the lien holder on each vehicle's title document and shall deliver the title document to County to hold. For durable equipment in excess of \$500.00 JPA shall prepare and execute a UCC-1 Financing Statement describing the collateral and shall forward the Statement to County for filing with the California Secretary of State.
4. JPA's acquisition of any vehicle or durable equipment by an installment purchase, lease, or borrowing shall be pursuant to a written agreement with the vendor/lender/lessor and a copy of that agreement shall be provided to County. Contemporaneous with JPA's installment purchase, lease or borrowing of any vehicle or durable equipment utilized for the provision of services under this Contract, JPA shall execute security agreements, financing statements, lease provisions and all other necessary documents in favor of the County in order for County to exercise immediate take-over rights under the terms of this Contract and continue the full operation of ambulance services. The JPA shall obtain all executed consents from lenders, lessors, and sellers in order to comply with this provision. Security agreements shall be in the form set forth in Appendix D or such other form as may be approved by County through its County Counsel. Provisions in each such agreement shall also include an assumption right in favor of the County whereby upon the County's written request, in the event of a take-over, termination or expiration of the Contract the vehicle or durable equipment will be transferred to County so long as County assumes the obligations for future payments from the date of the take-

over, termination or cessation of the Contract. This assumption right may be exercised in the sole discretion of the County.

5. Upon determination by the JPA Board of Directors that any County or JPA-owned vehicle or durable equipment in excess of \$500 has reached the end of its useful service life, the JPA shall notify the County in writing and shall provide a description of said vehicle or equipment to be declared surplus and disposed of by the County.
 - a. JPA shall retain possession of the vehicle or equipment and shall maintain in effect applicable insurance coverage until legal transfer of ownership is completed. County shall have up to 75 days after receiving written notification from the JPA to complete the disposal of surplus property.
6. ePCR/Tablets – JPA shall provide tablet maintenance and repair, as well as operating system updates for each tablet **and be reimbursed for actual costs by the County. The County JPA** will be solely responsible for the purchase and replacement of all accessories to the tablets including, but not limited to, batteries, plugs, power cords, protective-cases, and screen protectors. ~~In the event a tablet needs to be replaced, JPA shall, at its sole cost and expense, purchase the replacement tablet in an updated make and model capable of performing in accordance with the ePCR platform system requirements.~~ JPA shall ensure that a sufficient number of mobile ePCR tablets are available for replacement in the event of breakdown, maintenance, and disaster operations.

4) Section VI – Equipment and Supply Requirements, Article VI – Communications Equipment, shall be amended as follows:

Article VI – Communications Equipment

JPA shall meet the following standards for communications equipment:

- A. JPA shall possess and agree to utilize exclusively and maintain two-way communication equipment that is compatible with ePCR County approved dispatch, designated Base Hospital facilities and all EMS users. Communication capabilities and use of frequencies shall be monitored by the County EMS Agency. (No private ambulance system telephone access number shall exist for emergency dispatch.)
- B. JPA shall provide and maintain a tone-encoded voice emergency alerting device(s) and at least one hand-held radio on the UHF Med Net frequencies for each ambulance operated under this Contract.
- C. JPA shall ensure that a sufficient number of radios are available for replacement in the event of breakdown, maintenance, and disaster operations.
- D. JPA shall provide emergency alerting devices for off-duty personnel who agree to carry one for the purposes of system recall.
- E. JPA shall ensure that each ambulance is equipped with a communications unit capable of transmitting on UHF Med 1 to Med 10.

- F. JPA shall provide and maintain cellular telephones for Base Hospital contact in the event of Med-Net failure.
 - G. JPA shall provide all necessary radio equipment to fulfill the requirements of this Contract.
 - H. JPA shall ensure the availability of all required dispatch radio frequencies and related FCC licenses.
 - I. JPA shall provide and maintain cellular connectivity for the mobile ePCR tablet.
 - J. JPA shall ensure that a sufficient number of mobile ePCR tablets are available for replacement in the event of breakdown, maintenance, and disaster operations.
- 5) Section VII – Data Collection and Reporting Requirements, Article I – Prehospital Patient Care Report/Billing Forms, ePCR shall be amended as follows:

Article I – Prehospital Care Report and Billing Forms

- A. JPA personnel shall utilize the El Dorado County-approved “Prehospital Care Report” (PCR) for all emergency and non-emergency responses, including non-transport.
 - 1. After ePCR implementation, JPA shall utilize an electronic PCR, which meets the standards and specifications of the EMS Agency Medical Director.
 - 2. In the event that hardware, software, communications, licensing, or other technical problems temporarily prohibit the real-time capture of ePCR data and information, JPA shall have an immediately available backup system to manually collect all required information. Upon manual collection of this information, it shall be JPA’s responsibility to enter it into the appropriate electronic databases to assure compliance with the reporting requirements and timelines of this Agreement.
 - 3. Electronic and manual PCR are collectively referred to as “PCR.”
 - 4. All PCRs shall be completed in accordance with the El Dorado County EMS Policy: “EMS Documentation Policies and Procedures.”
- B. The PCR is required to be completed for all patients for whom care is rendered at the scene, regardless of whether the patient is transported. PCR shall clearly identify those instances when two (2) or more patients are transported in the same ambulance so that proper billing can be done. Further, a round-trip transport occurs when a single ambulance takes a patient to a destination and then provides a transport back to the point of origin. Round trip transports, other than “wait and return” trips are to be counted as two (2) transports.
- C. In the case of ALS first responder where the first responder maintains patient care and rides in the ambulance, a single PCR shall be filled out noting any action the first responder has taken to provide care for the patient, and shall be transferred with the patient.

At the time of transfer of patient care to the transporting paramedic, the first responder shall relay all pertinent information including, but not limited to: patient history, mechanism of injury, medications normally taken, allergies, assessment finding, and treatments already performed.

- D. In the case where the first responder does not maintain patient care and ride in the ambulance, the ALS first responder report will be forwarded/faxed within 24 hours to the hospital, to be attached to the PCR to complete the prehospital patient care documentation completed by the paramedic who

maintained patient care until delivery to the hospital.

- E. In the case of ALS first responder where the first responder report is not completed prior to the ambulance leaving the scene, the first responder shall complete this report within 24 hours and follow the distribution instructions as defined in the El Dorado County EMS documentation policy. If any portion of the PCR is passed on to the transporting unit, it shall not be considered an official document.
 - F. In order to ensure that County and EMS Agency Medical Director can conduct system-wide quality improvement activities, JPA is required to provide County with electronic copies of accurately completed patient care forms, including but not limited to, correct name, address, date of birth, social security number, and signature of the patient or patient representative (or clearly stated reason why patient is unable to sign) and sufficient information to appropriately document medical necessity.
 - G. JPA Personnel shall perform due diligence to obtain and transmit all required billing and patient care information. If circumstances arise which limit the availability of patient information, billing information, and associated information, the JPA shall remain responsible to obtain the required information and submit it to the Ambulance billing. JPA personnel shall adhere to the requirements in the El Dorado County EMS Policy: "EMS Documentation Policies and Procedures."
 - H. Properly completed PCRs shall be delivered or electronically available to the County within forty-eight (48) hours of the completion of each call. At the County's discretion, JPA may be considered exempt from failures to meet this requirement that are outside of JPA's reasonable control.
 - ~~1. For every PCR not delivered within five (5) business days of the required delivery date, County shall deduct \$250 from JPA's payment.~~
 - ~~2. For every PCR that is not accurately completed and submitted to County within thirty (30) days of the completion of each call, County shall deduct \$1,000 from JPA's payment.~~
 - 3.1. HHSA's Ambulance Billing personnel shall notify JPA of failure to adequately complete a PCR. JPA shall take necessary action to correct the omission/error situation and shall submit the corrected PCR within 30 days. ~~48 hours.~~
 - ~~a. Failure to correct the omission/error situation may result in a deduction of \$250 from JPA's payment. Ambulance Billing personnel shall contact JPA to help identify JPA personnel in need of additional training. JPA acknowledges and agrees that complete and timely reporting is of the essence of this agreement.~~
- 6) Section VII – Data Collection and Reporting Requirements, Article III – Response Time Reporting, shall be amended as follows:

Article III – Response Time Reporting

A. Ambulance Response Time Reporting and Penalties:

Within five (5) business days after the end of each month, JPA shall submit a monthly **Crystal/CAD** report on all emergency medical response times for the service areas. Such report shall include data identifying the Incident Number, Date, Unit Number, ~~Response Mode (Code 2 or Code 3)~~, service area location (Urban, Semi-Rural, Rural, or Wilderness), and the following times: Time of Dispatch and ~~Arrival at Scene, Depart Scene, and Arrival at Hospital.~~

JPA shall provide reports detailing JPA's performance during the preceding month as it relates to each of the performance requirements stipulated in Section V, Standards of Service for Prehospital ALS, Article XI – Response Time Standards. These reports shall be submitted electronically, via

email, or other suitable medium approved by County. ~~For each day that JPA fails to provide the reports, County shall fine JPA one hundred dollars (\$100). At County's discretion, JPA may be exempted from this penalty for any delay in the submission of the month-end report that is due to a delay caused by County.~~

B. Response Time Exception Report:

For each response within the previous calendar month that exceeds the Response Time Standard for the area of dispatch location (Urban, Semi-Rural, Rural, or Wilderness) the JPA shall submit a Response Time Exception Report available at: http://www.edcgov.us/Government/EMS/EMS_Forms.aspx and also can be found in Section 5, Article XI, Item F, in Amendment 3, or subsequent replacement website, and shall ensure that its personnel understand and utilize such forms. The reason for the delayed response time shall be clear, precise, and verifiable in order to determine if the exception is acceptable. These reports shall be submitted to the County EMS Agency for the previous calendar month of service on a monthly basis.

C. Response Time Review:

Monthly, the County EMS Agency shall review all ~~JPA submitted~~ Response Time Reports and Response Time Exception Reports, available at: http://www.edcgov.us/Government/EMS/EMS_Forms.aspx If the JPA fails to meet overall response time standards in any category (i.e., urban, semi-rural, or wilderness) for any two (2) consecutive months, JPA shall develop and implement a remediation plan to regain compliance, and communicate the plan to the County. Failure to comply with response time requirements outlined in this Contract for three (3) consecutive months shall be considered a minor breach of this Agreement.

7) Section VIII – Contract Requirements, Article IV – Market Rights and EMS Aircraft Services, shall be amended as follows:

Article IV – Market Rights and EMS Aircraft:

County Service Area No.7 is an Exclusive Operating Area served by the County for 9-1-1 emergency and non-emergency Ambulance transports, and Ambulance Interfacility Transports that originate and terminate in the County. The County is the sole provider of these services under a Public Utility Model as identified in the County's EMS Plan by the authority of the Board of Supervisors. County reserves its rights to take any and all appropriate action, and to exercise its discretion with regard to any other public or private emergency medical transporters. County reserves the right to utilize public or private EMS aircraft services as defined in Title 22, Chapter 8, Article 1, Section 100279, if such utilization is in the best interest of the public.

8) Section VIII – Contract Requirements, Article IX – Changes to Contract, shall be amended as follows:

Article VIII – Compensation for Services:

The JPA acknowledges and agrees that this Contract is primarily funded from three (3) specific funding sources: CSA No. 7 Property Tax; CSA No. 7 Special Tax; and Ambulance Billing revenue. All of these funding sources are limited and fluctuate from year to year. The JPA also acknowledges and agrees that there are three (3) primary categories of on-going expenditures that must be sustained by CSA No. 7 funding: CSA No. 7 administration; JPA ambulance services; and ambulance billing/collection services.

For CSA No. 7 to maintain a structurally sound and sustainable budget, annual operating expenditures will be capped at a level that does not exceed annual revenues available from the funding sources noted above. In addition, the County and the JPA agree to maintain from such revenues a minimum fund balance for CSA No 7 at a level of three million dollars (\$3,000,000), unless a reduced amount is approved by the County Board of Supervisors. Accordingly, each annual budget for CSA No. 7 will reflect this minimum fund balance, as well as a corresponding appropriation for contingencies of no less than this minimum fund balance, unless an exception is approved by the County Board of Supervisors. At any time that the CSA No. 7 fund balance exceeds the established minimum amount, and such fund balance growth has not been identified by the parties as otherwise necessary to cover projected excess expenditures or revenue deficits, County may allow JPA to utilize such fund balance for activities that are approved by the JPA Board of Directors. Any JPA request to utilize fund balance exceeding the established minimum is to be submitted in writing by the JPA to PHD, along with the minutes of the JPA Board meeting providing and documenting approval of the request. PHD will submit such request to the Board of Supervisors at the next possible meeting. Transfer of funds by PHD to the JPA will be made within thirty (30) days following approval of the Board of Supervisors. The JPA acknowledges that use of fund balance should be limited to non-recurring activities and expenses, as this is not a sustainable funding source. JPA agrees that it shall not return to the County for funding outside of CSA No. 7. The JPA shall separately account for expenses supported by use of fund balance so as to not distort the accounting and funding of annual, no-going operational expenses.

The JPA and County agree to work collaboratively to establish and maintain an annual balanced operational budget for CSA No. 7, with operating expenditures that do not exceed annual operating revenues. **The County acknowledges and agrees that unforeseen circumstances will occur at times necessitating the need for this Contract to be opened with additional funds being allocated out of the CSA7 Fund Balance. Unforeseen costs could include, but not be limited to Personnel costs, the purchase of Supplies, Equipment and Ambulances.** To this end, the JPA and County agree to meet, at least twice annually, to review the financial status of CSA No. 7 and to identify mutually agreeable financial data and revenue assumptions that the JPA and County will use for short-term and long-range planning purposes. Specific meeting dates will be as mutually agreed upon by PHD and the JPA; however, the parties agree to schedule one meeting prior the JPA's submission of its annual budget proposal to the PHD and one meeting prior to the date that the annual budget for CSA No. 7 will be presented to the Board of Supervisors for action prior to the start of each new fiscal year.

The County agrees to annually review and adjust as necessary the ambulance rate fees and bring them into balance with the going market rate for our region.

Throughout the term of this contract, during the first week of March each year, the JPA will submit its proposed operational expenditure budget for ambulance services for the upcoming fiscal year. The JPA will at that time also supply a complete list of the most current costs for all medications and supplies purchased by the JPA and utilized on the ambulances, so that medication and supply charges may be increased annually in keeping with the most current “Resolution to Adopt Ambulance Rate Schedule for County Service Area No. 7 for Ambulance Services.” This list will include the description of the item(s), unit(s) of measure, and most recent cost(s).

PHD will develop an initial draft of the annual budget for CSA No. 7, addressing all funding sources and expenditure categories first noted above, including the JPA’s proposed annual expenditure budget. PHD will coordinate with the JPA, as needed, to complete development of the proposed annual operating budget for CSA No. 7 that caps projected annual operational expenditures at a level that does not exceed projected annual revenues. The proposed CSA No. 7 balanced budget will be forwarded to the Chief Administrative Officer (CAO), who will in turn forward it to the El Dorado County Board of Supervisors. The Board’s decision shall be the final determination of the budget for CSA No. 7, which includes compensation due to the JPA in that annual period. An approved budget will allow spending to commence each fiscal year on July 1.

Annually, in the first week of July, the JPA shall be advanced one-twelfth (1/12) of its approved operating budget for that fiscal year. In each subsequent month, the JPA shall be reimbursed for actual operating expenditures recorded in Department 87 in the prior month, excluding expenses that are funded with CSA No. 7 fund balance pursuant to the process previously described. The JPA shall not commingle expenditures associated with authorized use of fund balance with its normal, on-going operational expenditures. The reimbursement of monthly operating expenditures shall occur within five (5) working days following the month-end close of the books by the Auditor-Controller. The total amount of monthly reimbursements to the JPA for operating expenditures in any fiscal year shall not exceed the total amount of compensation due to the JPA for operating expenditures in that annual period, as approved by the County Board of Supervisors in the annual budget for CSA No. 7.

County agrees to **pay current and future a one-time** reimbursements to JPA for the expense of integrating ePCR software with the contracted dispatch agency CAD software. Reimbursement shall be provided for **the initial** actual work expenses to facilitate integration not to exceed a total of \$10,000. County shall review and provide written approval integration costs prior to any work being conducted. County shall not be responsible for any cost that was not approved in writing prior to the work being performed. ~~Once integration is completed, as verified by County Contract Administrator and ImageTrend, JPA will be responsible for any and all subsequent integration costs, including but not limited to upgrades or routine maintenance, as required by the contracted dispatch agency.~~

9) Section VIII – Contract Requirements, Article XIV – Notice to Parties, shall be amended as follows:

Article XIV – Notice to Parties:

All notices to be given by the parties hereto shall be in writing and served by depositing it in the United States Post Office, postage prepaid and return receipt requested. Notices to County shall be addressed as follows:

COUNTY OF EL DORADO
HEALTH AND HUMAN SERVICES AGENCY
3057 BRIW ROAD, SUITE B
PLACERVILLE, CA 95667
ATTN: CONTRACTS UNIT

And

COUNTY OF EL DORADO
EMERGENCY MEDICAL SERVICES AGENCY
2900 FAIR LANE COURT
PLACERVILLE, CA 95667
ATTN: EMS AGENCY ADMINISTRATOR

Or to such other location as the County directs.

Notices to the JPA shall be addressed as follows:

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY
480 LOCUST ROAD
DIAMOND SPRINGS, CA 95619
ATTN: MARTY HACKETT, EXECUTIVE DIRECTOR, or successor

Or to such other location as the JPA directs.

11) Section X – Takeover Process, Article IX – Administrator, shall be amended as follows:

Article IX – Administrator:

The County Officer or employee with responsibility for administering this Contract is Richard Todd, Emergency Medical Services Agency Administrator, Health and Human Services Agency, or successor.

The following Appendices shall be amended, replaced, and incorporated herein: Appendix B is replaced by Appendix B-1 and Appendix F is replaced by Appendix F-1

~~The following Article is added to Section IX – Default/Breach, Termination, and Cancellation:~~

~~1) Section IX – Default/Breach, Termination, and Cancellation shall be amended to add Article VIII – Penalty and Appeal Process.~~

Article VIII—Penalty and Appeal Process:

~~If JPA does not understand or disagrees with the penalties (ePCR), JPA may within thirty (30) days of notification of a Penalty for Compliance Failure follow the procedures below in an attempt to resolve an issue:~~

- ~~1.—First, request a review with the County EMS Agency to explain and clarify a penalty assessment. If JPA's concerns are not resolved; then~~
- ~~2.—Second, request Contract clarification from the County Health and Human Services Agency, and, if JPA's concerns remain unsatisfied; then~~
- ~~3.—Third, request in writing a fair hearing before the County Board of Supervisors.~~

Except as herein amended, all other parts and sections of that Agreement 200-S0811 and amendments shall remain unchanged and in full force and effect.

REQUESTING CONTRACT ADMINISTRATOR CONCURRENCE:

By: _____ Dated: _____
 Richard Todd
 Emergency Medical Services Agency Administrator
 Health and Human Services Agency

REQUESTING DEPARTMENT HEAD CONCURRENCE:

By: _____ Dated: _____
 Patricia Charles-Heathers, Ph.D.,
 Director
 Health and Human Services Agency

//

//

//

IN WITNESS WHEREOF, the parties hereto have executed this Fourth Amendment to that Agreement for Services #200-S0811 on the dates indicated below.

-- COUNTY OF EL DORADO --

Dated: _____

By: _____
Shiva Frentzen, Chair
Board of Supervisors
"County"

ATTEST:
James S. Mitrison
Clerk of the Board of Supervisors

By: _____ Dated: _____
Deputy Clerk

-- CONTRACTOR --

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY

By: _____ Dated: _____
Chief David Roberts
Chairperson, Board of Directors
"Contractor"

By: _____ Dated: _____
Corporate Secretary
Jla/hl



[Sign In](#)

[BOS Home](#)

[Search Agenda Items](#)

[Calendar](#)

[Boards and Commissions](#)

[People](#)

[Live & Archived Proceedings](#)



Details **Reports**

File #: 16-0873 Version: 1
 Type: Agenda Item Status: Approved
 File created: 8/15/2016 In control: [Board of Supervisors](#)
 On agenda: 9/13/2016 Final action: 9/13/2016

Title: Chief Administrative Office, Procurement and Contracts Division, on behalf of Health and Human Services Agency (HHSA), recommending the Board: 1) Award Request for Proposals (RFP) 16-918-060 to the successful proposer, Image Trend, Inc., to provide an Electronic Pre-Hospital Care Report System and related support for HHSA and other end-users within the County; 2) Authorize HHSA to negotiate a five (5) year Agreement for Services with Image Trend, Inc., with an approximate cost of \$400,000, to be determined based on negotiated terms and conditions; 3) Authorize the Chair to execute said Agreement for Services, contingent upon approval by County Counsel and Risk Management; and 4) Authorize the Purchasing Agent, or designee, to execute any future amendments relating to the Agreement developed in association with RFP 16-918-060, contingent upon approval by County Counsel and Risk Management. FUNDING: Ground Emergency Medical Transport Funding.

Attachments: 1. [A - RFP No. 16-918-060 ePCR 9-13-16](#), 2. [B - Sample ePCR Agreement for Services 9-13-16](#), 3. [Executed Agreement 258-S1711](#), 4. [Exhibit Corrections 4-4-17 258-S1711](#)

History (1)		Text					
Date	Ver.	Action By	Action	Result	Action Details	Meeting Details	Video
9/13/2016	1	Board of Supervisors	Approved	Pass	Action details	Meeting details	Not available

Multipurpose Senior Services Program (MSSP)

The Multipurpose Senior Services Program (MSSP) prevents premature institutionalization by offering comprehensive physical and psychosocial assessments and provides ongoing case management services. Revenues in this program come from the State, Federal and PH Realignment.

AIDS and HIV Programs

These programs provide for surveillance and testing activities related to AIDS and HIV, as well as services and assistance, such as housing and case management, to persons affected by HIV. Revenues in these programs come from State and Federal funding for AIDS/HIV and PH Realignment.

Public Health Laboratory/LEA

The Laboratory tests specimens to identify infections and prevent/control the spread of communicable disease. Other testing services, such as water testing, are also provided. In addition, the Lab participates in bioterrorism preparedness and response planning and serves as a resource for emergency/medical personnel to protect public and environmental health. Local Enforcement Agency (LEA) responsibilities are mandated under the Public Resources Code and involve enforcement of State solid waste laws (currently primarily through contracted services). Revenue in this program comes from health fees, the State, transfer from various County departments for services, and PH Realignment.

Emergency Medical Services Agency (EMS) and EMS Fund

The EMS Agency serves to coordinate and maintain an integrated system of rapid emergency response, high quality pre hospital care, and transportation services to victims of illness or injury in El Dorado County. The EMS Agency also provides training and certification of emergency medical response personnel. The EMS program maintains a position for the Medical Director. This position is required within the EMS Agency to ensure medical oversight of the policies and protocols of pre-hospital care governing paramedics, etc. as mandated by Division 2.5 of the Health and Safety Code, Section 1797.202. The EMS Agency is also responsible for management of the Medical Marijuana Identification Card program. This section also includes the EMS Fund which receives court fines that fund emergency room services for indigents. Revenues in these programs include fund balance from Ground Emergency Medical Transportation (GEMT) funds, fees for services, and court fines.

Institutional Care Programs

This section addresses the institutional medical care program, providing medical services for the inmate/ward populations at the County adult/juvenile detention facilities through a contract with the California Forensic Medical Group. The General Fund contribution reflects required County support (from Department 15) for detention medical services. Revenue in this program includes County General Fund, Probation AB 109 Realignment, and State and local program Realignment (SLPR) match.

Women Infants and Children (WIC)

The Supplemental Food Program for Women, Infants and Children (WIC) serves low to moderate-income pregnant, breastfeeding, and postpartum women, and infant/children up to age 5 who are at nutritional risk. The program offers nutrition education, breastfeeding support and food vouchers. Revenue in this program includes Federal funding and PH Realignment.

ORDINANCE 2000-01

Of the Board of Directors of the Cameron Park Community Services District

November 16, 2000

Ordinance to Prohibit Outdoor Residential Burning Within Designated Areas of Cameron Park Community Services District Boundaries

Whereas, during the general election of November, 1998, the registered voters of Cameron Park Community Services District passed a ballot measure calling for mandatory refuse collection within the boundaries of Cameron Park Community Services District; and

Whereas, March, 1999, the Mandatory Refuse Collection Program began in Cameron Park, as a result of said election; and

Whereas, this program allows for unlimited refuse collection for residences in Cameron Park, inclusive of yard waste; and

Whereas, with this program in place, burning of yard waste is no longer the most expedient manner to dispose of yard waste; and

Whereas, outdoor residential burning in high population density areas does create air pollution and health hazards; and

Whereas, Cameron Park consists of mostly highly developed residential areas; and

Whereas, it is the desire of the District to reduce air pollution caused by Outdoor Residential burning within designated areas of Cameron Park Community Services District; and

Whereas, designated areas shall be defined as residential parcels less than one acre in size and within the District boundaries; and


Whereas, during the first two weeks of April and the first two weeks of November residential outdoor burning will be allowed, within regular guidelines for permits and permissive burn days.


Now, Therefore, Be It Set Forth that the Board of Directors of the Cameron Park Community Services District does prohibit residential outdoor burning on residential parcels, less than one acre in size, within the boundaries of Cameron Park Community Services District, excepting for the first two weeks of April and the first two weeks of November, within regular guidelines for permits and permissive burn days.

Passed and Adopted by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting held on the 16th day of November, Two-thousand by the following vote of said Board:

ATTEST:

November 16, 2000


Secretary to the Board


President, Board of Directors

**Cameron Park Community Services District
Staff Report for October 2017**

To: Board of Directors
From: Tina Helm, Recreation Supervisor
Re Item #2c: Recreation Department Report
Recommended Action: Receive and File

UPCOMING EVENTS:

- Old Fashioned Christmas Craft Faire – November 18th - Community Center from 10am-4pm. A large, indoor craft faire features hundreds of hand-made crafts made by local and visiting vendors, specific for the Holiday Season! Food and beverages will be available for purchase.

Holiday Kick Off

- Run with Santa - Saturday, December 2nd - Community Center, check in at 7am – run begins at 8am. A 5k fun run/walk that begins and ends at the Community Center. Bring the whole family to enjoy this perfect Holiday Kick-Off. Finish the race just in time to attend the Explorer Post 89 Fire Department’s Pancake Breakfast which runs until 12 noon.
- Explorer Post 89 Fire Department Pancake Breakfast - Saturday, December 2nd - Community Center from 8am–12pm. Breakfast includes pancakes, bacon, eggs, orange juice, coffee and raffle prizes.
- 1st Annual Tree Lighting Ceremony - Saturday, December 2nd at Christa McAuliffe Park from 4pm. Join the Cameron Park CSD, Cameron Park Rotary and the Shingle Springs/Cameron Park Chamber of Commerce for a traditional tree lighting ceremony to begin the holiday season! Gather with the community to enjoy hot chocolate and Christmas caroling featuring Cantemus Youth Chorus.
- Sierra Symphony – Sunday, December 3rd – Community Center. Doors open at 3pm, music starts at 4pm. In addition to traditional Holiday tunes, music from the movies and Broadway will be featured, including a rousing rendition of "How the Grinch Stole Christmas". Tickets will be available at the door or in advance from the Cameron Park CSD office or on line at www.showelix.com.

WEBSITE/NEWSLETTER

- Google Analytics – old website compared to new – please find the audience overview information from the October 2016 and October, 2017. Attachment A.
- The September newsletter for 2016 was sent out to 3,487 recipients through Mailchimp. The 2017 September newsletter was sent out to 3,511 recipients through Mailchimp. This is an **INCREASE** of 24 recipients.

POOCH PLUNGE: Activity report from this event attached - Attachment B

FALL CLEAN UP DAY: Data from the Community Clean Up Day/Yard Sale – Attachment C

YOUTH BASKETBALL:

Registration has begun for the upcoming season. The skills rating clinic will take place on Saturday, December 2, with a make up on December 6. There will be a players draft held soon after to determine the teams. Practices will begin in January with games starting January 13, 2018.

MARKETING:

- Recreation staff is spending a minimum of 15 minutes a day interacting through social media to promote programs and events within the community.
- As of November 8, 2017, there are 1,439 (15 more than October) page “Likes” on Facebook, 742 (6 more than October) followers on Twitter and 455 (15 more than October) followers on Instagram.
- Please find some of the PSAs of the recent events and activities held in October.
- Please find the MailChimp campaign information from the email newsletter for October.

MEETINGS/TRAINING:

- Staff attended the Community Based Organization Breakfast, where staff will network with nonprofit and educational teams, learn about services provided by each organization, and strengthen the crucial partnerships that benefit our community. The event was on October 4th at the Office of Education. The CSD presented a 60-second “infomercial” about the CSD and current projects as did most other participating agencies.
- Staff attended meetings – in August, September and October with members from the Cameron Park Rotary, Cameron Park/Shingle Spring Chamber, Channel 2 and the Cameron Park Foundation for the 4th Annual Community Services Showcase Event that was held at the Community Center on Thursday, October 12. The event included 501(c)(3)s, Chamber businesses, Job Fair, food, entertainment, raffles, and the public.
- Staff met with Safety Training Pros to discuss how 2017 safety classes went and plans for classes in 2018.
- Staff attended a Visions in Education Lunch on October 18th to discuss practices and challenges with working with home school charter schools and ways to improve the process.
- Staff is attending bi-weekly meeting with the interim general manager and department heads.

Cameron Park Community Services District Facility Report October 2017
--

COMMUNITY CENTER:

October rental activities included:

- Piano Workshop
- Starbucks Management Meeting
- Renaissance Society Lecture
- Church Lecture
- Halloween Party
- Big Brothers, Big Sisters Event
- Ponderosa Bruin Den Hall of Fame Dinner
- BBQ Sauce Preparation
- Quinceanera with kitchen use and set up the day before

Ongoing Rentals

- EDCAR (El Dorado County Association of Realtors) weekly
- MADD – court mandated class – bi-monthly
- El Dorado Camera Club – monthly

Please find the scheduled rentals for July to October Fiscal Years 2014/15; 2015/16; 2016/17; and 2017/18 compared to the rentals during the same time period. This comparison is for the auditorium/classroom rentals and does not include the gym.

	2014/15 Facility Rentals July 2014- June 2015	number of rentals	2015/16 Facility Rentals July 2015- June 2016	number of rentals	2016/17 Facility Rentals July 2016- June 2017	number of rentals	2017/18 Facility Rentals July 2017- June 2018	number of rentals
July	\$2,012.35	25	\$4,880.35	25	\$3,387.76	19	\$7,448.00	20
August	\$2,728.10	27	\$4,952.91	22	\$2,485.85	20	\$5,615.37	25
September	\$3,569.26	24	\$8,013.45	26	\$1,638.51	17	\$3,926.50	16
October	\$4,665.70	20	\$11,728.00	32	\$7,485.51	24	\$6,099.60	19
Total	\$12,975.41	96	\$29,574.71	105	\$14,997.63	80	\$23,089.47	80

October 2016

- 12 Meetings
- 1 Halloween Party
- 2 Memorials with use of kitchen
- 2 Events
- 1 Coach’s Dinner with kitchen use
- 1 Training
- 1 Court Mandated Class
- 1 Quilt Show

Reservation Types –

October 2017

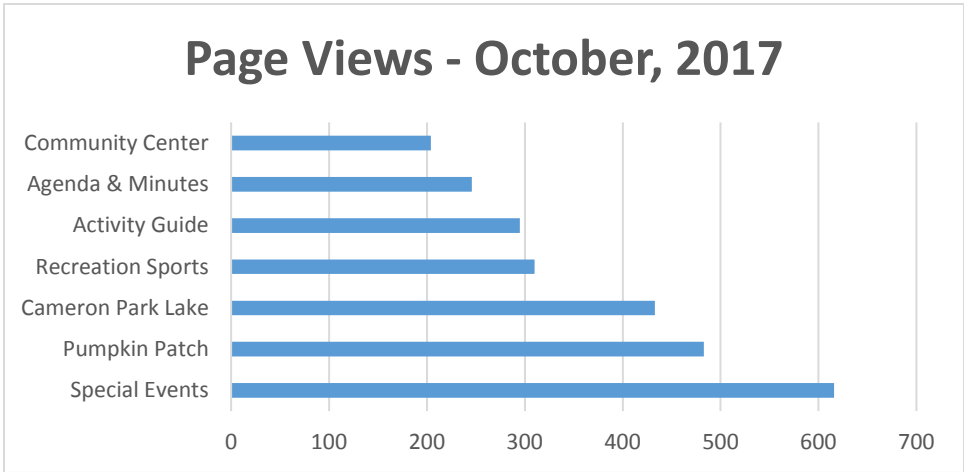
- 9 Meetings
- 1 Halloween party
- 1 Quinceanera with use of kitchen, plus set up the night before
- 1 Fundraisers with kitchen use
- 1 Awards Dinner with use of the kitchen
- 1 Kitchen use for BBQ sauce preparation
- 1 Event

Summary of Google Analytics on the Cameron Park Community Services District Website

The information below compares the data from September 24 to October 23 in 2016 and 2017.

<i>Item</i>	2016	2017	Difference
<i>Sessions</i> ¹	3,915	3,983	+1.74%
<i>Users</i> ²	2,973	3,007	+1.14%
<i>Pageviews</i> ³	7,902	8,299	+5.02%
<i>Pages/Session</i> ⁴	2.02	2.08	+2.97%
<i>Time Per Session</i> ⁵	1:39	1:40	+0.72%

Below are the most visited web pages:



¹ A **“session”** is defined as “a group of interactions that take place on the website within a given time frame.” The session starts when a user enters the website and end when they leave.

² **“Users”** defines how many people came to the website. Where sessions are created any time someone comes to the website, this number is unique to the number of people that came to the website and will not increase if someone comes multiple times.

³ The number of **pageviews** represents the overall number of times pages on the website have been viewed during the chosen timeframe. If a user navigates through a few pages during their time on the website, this number will increase every time they access a page.

⁴ **Pages/Session** given an average representation of how many pages users visited during their time on the website.

⁵ **Time per session** measures how long users spent on the website.

Cameron Park Community Services District
ACTIVITY REPORT

EVENT: Pooch Plunge/Laps at the Lake **DATE:** Saturday, August 12, 2017
LOCATION: Cameron Park Lake **TIME:** 9:00am to 2:00pm
ESTIMATED ATTENDANCE: Approximately 100 participants
SUBMITTED BY: Tina Helm, Recreation Supervisor

◇ REVENUES:	\$1,817.00
• 7 Vendor spaces	\$ 280.00
• Pre-Registered Participants	\$ 302.00
• Day of Event Registration	\$1,164.00
• Raffle	\$ 71.00
◇ EXPENDITURES:	\$ 464.41
Marketing	
Advertising – banner, posters, flyers	\$ 150.91
Staff/Contract	
Contract and Recreation Staff	\$ 313.50
◇ REVENUE	\$ 1,352.59

VOLUNTEERS:

18 hours – 5 volunteers from the former EDDOG group. They helped with the event set up, the run, registration, raffle table, gate monitor during the swim event, beach and water monitoring and take down.

PROGRAM DESCRIPTION:

This is the second year that the CSD has managed the Pooch Plunge. The event consists of a run/walk from 9am to 10am where dog owners can walk/run their animal around the lake. Each participant received a participation ribbon.

The main event is the Pooch Plunge where the swim area at the lake was open from 10am to 2pm to allow dogs off leash into the swim area. This is a once a year opportunity. All the dogs that went in the water had a blast. Dog owners were reminded to let the dogs take a break and come out of the water once in a while to avoid getting too tired, as well as take the dog off the leash once inside the fenced in area.

Vendors were set up along the path leading to the swim area. One food vendor was in the shaded area closer to the gazebo, whereas the ice cream truck was in the parking lot. Registration and the raffle were both done in the gazebo area. Volunteers from the former EDDOG group helped at the event, including one of their sons and a resident that lives on the lake.

Food was available from Cameron Park Coffee & Deli and Cowtown Creamy.

Booths included: Debbi Preston – Dog Friendly Trails, Green Valley Pets, Essential Oils, Pet Assisted Therapy, Lightning Prints, and Pet Sitting. Two vendors brought raffle prizes.

SUPPLIES AND RESOURCES:

Delineators and A Frames were used to indicate the entrance for the swim area, caution tape was used to reserve the parking spot for the ice cream van, and water bowls were put out for the dogs. One gate was unlocked and a volunteer managed the gate so that dogs did not escape while entering and exiting the swim area. Paper bags were used for the raffle tickets.

EVALUATION:

The event was very well attended. Staff received positive comments on the layout of the event.

Vendors' results below: out of a 5.0 rating. (1 = low, 5 = high)

Booth Location	Booth Sales	Booth Traffic	Food/Beverages Available	Hours	Advertising	Another Event?	
						Yes	No
5.00	3.50	3.00	4.50	5.00	3.00	6	

Suggestions for next year:

- Reach out to more pet related vendors to have at the event and maybe set up the vendors more towards the gazebo area.
- Include vaccination proof requirements on the flyer.
- Possibly sell Frisbees and/or tennis balls for the dogs to chase.

ATTACHMENTS:

- Flyer

Attachment C



Cameron Park Community Services District
530-677-2231

Cameron Park Community Clean Up Day/Yard Sale
Event held Saturday, September 16, 2017

Fall Community Clean Day – held at Camerado Middle School from 8am to 2pm

311 vehicles went through the cleanup day 247 vehicles went through the cleanup day

2017 Data from Waste Connections

5.64 tons of green waste (1 load)

37.93 tons of msw (19 loads)

Total 43.57 tons

2016 Data from Waste Connections

4.14 tons of green waste

28.44 tons of msw

Total 32.58 tons

2017 Data from Snowline Hospice:

TVs	2296 lbs
E-Waste	1494 lbs
Clothing/Linen	500 lbs
Misc. Household	2425 lbs
Total	6715 lbs.

2016 Data from Snowline Hospice:

TVs	3810 bs
E- Waste	1052 lbs
Clothing/Linen	748 lbs
Misc. Household	2150 lbs
Total	7760 lbs.

2017 Personnel

14 Fire Explorers, 8 paid staff, no resident
Fire Fighters.

2016 Personnel

1 Fire Explorers, 6 Resident Fire
Fighters and 10 paid staff.

2017 Yard Sale - held at the Cameron Park CSD Parking Lot from 8am to 12pm

Cameron Park CSD sponsored a Yard Sale Event that day as well

36 vendors registered, all showed up and the weather was great. The overflow vendors were along the fence by the pool. There were approximately 250-300 people that came through the event throughout the day.

Submitted by Tina Helm, Recreation Supervisor
9/18/17

Placerville Recreation and Parks Spooky Soiree

by JULIE BURNSIDES

Sweet or scary, witch or fairy—strut your style and don your costume at Downtown Placerville’s annual **Spooktacular** celebration on October 31, where the Placerville Downtown Association, City of Placerville, Placerville Active 20/30 Club, and Placerville Lions Club come together to create a safe, family-friendly night of fun and whimsy.

Start the celebration on Main Street, where stores stay open late for trick-or-treating from 4-6 p.m. and a DJ broadcasts live from the Bell Tower. Families with kiddos ages 10 and under are invited to the children’s carnival at Town Hall from 4-6 p.m. for free games, prizes and treats provided by the Placerville Lions Club.

At 5:30 p.m., gather around the Bell Tower for an all-ages costume contest hosted by the Placerville Active 20/30 Club; prizes are awarded by age group—6 and under, 7-11, 12-17, adults and groups—and creativity counts.

Treat your family to a howling good time at this *un-boo-lievable* event!
Please note: Portions of Main Street will be closed from 3-8 p.m.



CATCH ALL

Denim and Diamonds

The Upper Room Dining Hall—which serves over 3,500 meals each month to the families, veterans and homeless in our community and relies solely on donations—is hoping to make a big impact with their inaugural **Denim and Diamonds** fund-raiser.

Attendees will enjoy plenty of appetizers, desserts, live music by Maria Behm and her Dawn Riders and a no-host bar, and can try their luck with auctions and a raffle. "We're looking forward to this event and encouraging people to attend, because they'll have a fabulous, fun evening with excellent food, entertainment and activities, while helping to feed the hungry in our community," explains co-chair volunteer Carmen Burns. The Upper Room Dining Hall is the only soup kitchen in El Dorado County and serves meals 365 days a year—most times being the main source of food for those who stop in. All the money from ticket sales will go toward feeding those in our community who utilize The Upper Room. Tickets are \$40 per person or \$75 for a couple, and table rates are also available.

—Emily Peter

DETAILS

WHEN: November 4

TIME: 6-9 p.m.

WHERE: Gurnell Hall, 3109 Sacramento Street, Placerville

For more information, visit upperdiningroomhall.org.

For more details, call 530-642-5232 or visit cityofplacerville.org.

Cameron Park Community Services District Harvest Happenings

by TINA HELM

On October 12 from 5-7 p.m. at the Cameron Park Community Center, visit nonprofit and business booths and a community job fair at the fourth annual **Cameron Park Community Services Showcase**. Food, beverages, music and \$1 hot dogs (free to veterans) will also be available. Nonprofit vendor spaces (preregistration required) and admission are both free.

Have your child put on their costume and head to Cameron Park Lake for an afternoon of fab-boo-

lous fun at the **Halloween Carnival/Pumpkin Patch** on October 21. From 1:30-4 p.m., ages 2-12 will enjoy old-fashioned carnival games, prizes, crafts, food and refreshments.

Register your kiddos (grades 1-8) for **Youth Basketball**; it's sure to be a fun-filled season!

Events for mature adults this month include **bridge** every Monday at 1 p.m. and Wednesday at 9:30 a.m., **bingo** on October 10 from 1-3 p.m., and

a two-day **AARP Safety Driver Class** on October 10 and 17 from 8:30 a.m. to 12:30 p.m. (call 530-621-6333 to register). The **50+ Room** is open on



Tuesdays and Thursdays from 10 a.m. to 4 p.m., and Mondays before or after the **Senior Nutrition Lunch**; games include Mexican train, pinochle and cribbage, among others. "Tai Chi for Better Balance" and **Modified Zumba** classes are also available.

Get moving with a course in **ballet, hula, taekwondo, gymnastics, tumbling/trampoline** or tennis; "Cooking with Kids," ukulele and **bird identification** programs are on tap, too.

Are you looking for a place to hold a holiday event? Check out the Cameron Park Community Center, which features a commercial kitchen and hall facility, and can hold up to 250 people for banquet seating.

To view a complete listing of these programs and others, visit cameronpark.org or call 530-677-2231.



At a glance

Mimi Escobar

Calculating thoughts

Dorr Eugene Felt patented the first dependable adding machine on Oct. 11, 1887. Felt first came up with the idea in 1884 while he was a machinist in Chicago. He took the concept of how a playing machine wanted one.

Big showcase

A calculator might be needed to add up all the great things at the Community Services Showcase on Thursday, Oct. 12 from 5-7 p.m. at the Cameron Park Community Center, 2502 Country Club Drive in Cameron Park. The Community Services District, in partnership with the Cameron Park Rotary, Cameron Park Community Foundation and the Shingle Springs/ Cameron Park Chamber of Commerce presents this showcase featuring music, food and beverages, prizes, nonprofit booths, business booths, community job fair and \$1 hot dogs, (free to vets). Admission is free. For more information call (530) 677-2231 or visit cameronpark.org.

4th Annual

COMMUNITY SERVICES SHOWCASE

Celebrating Time, Talent and Service

Learn about area resources & volunteer opportunities

Thursday, October 12, 2017, 5-7pm
Cameron Park Community Center, 2502 Country Club Drive, Cameron Park



Come and thank your local service organizations in Cameron Park!

FREE ADMISSION!



NON-PROFIT SHOWCASE

- Service Organization Expo
- Music, Food & Beverages
- FREE Non-Profit Showcase Space
- Business Booths Available
 - Cash Drawings
 - Great Family Event

BUSINESS SHOWCASE

JOB FAIR

CELEBRATE OUR VETERANS












Visit cameronpark.org or call 530-677-2231 for information.

LOCAL COUPONS • CLASSIFIED ADS • COMMUNITY RESOURCE GUIDE

WINDFALL



OCT. 13

www.TheWindfall.net • "EVERYONE NEEDS ONE" • 530-621-1698

Saturday, October 21, 2017

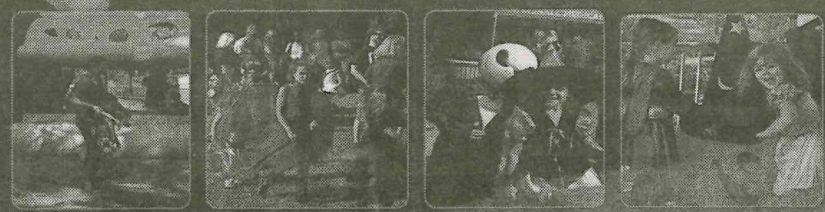
1:30-4pm

FREE Entrance!



Halloween Carnival & Pumpkin Patch

at Cameron Park Lake, 2989 Cambridge Road, Cameron Park



Put on your costumes and come down to Cameron Park Lake, which has been transformed into an enchanted place of games and activities for an afternoon of fab-Boo-lous family fun! Old fashioned carnival games with prizes, crafts, food and refreshments.

For more information call (530) 677-2231 or visit us online at www.cameronpark.org



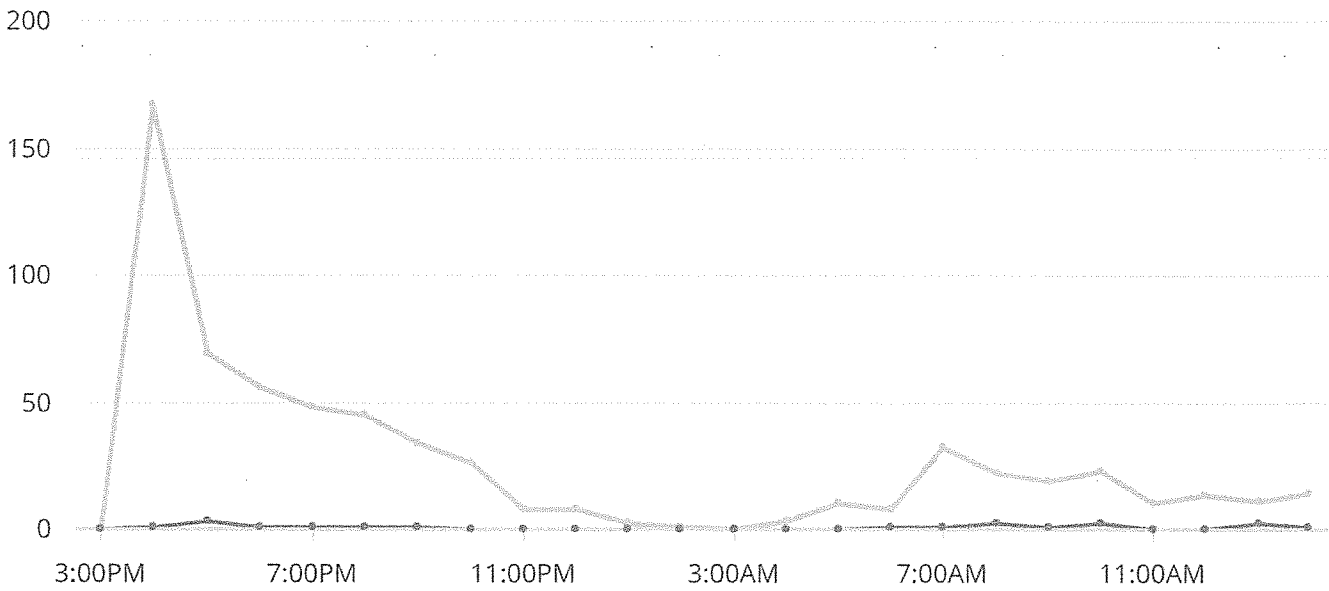
October Newsletter 2017

Sent

Fri, Sep 29, 2017 3:44 pm

24-hour performance

Opens Clicks



Top links clicked

http://www.cameronpark.org/wp-content/uploads/2016/02/CPCSD_Fall2017_web.pdf	326
http://www.cameronpark.org	1
https://www.facebook.com/CPCSD/	0
https://twitter.com/CameronParkCSD1	0

Subscribers with most opens

[Redacted]	143
[Redacted]	109

29

20

16

October Newsletter 2017

Sent 9/29/17 3:44PM

Click performance

URL	Total	Unique
http://www.cameronpark.org/wp-content/uploads/2016...	326 (100%)	26 (96%)
http://www.cameronpark.org	1 (0%)	1 (4%)
https://www.facebook.com/CPCSD/	0 (0%)	0 (0%)
https://twitter.com/CameronParkCSD1	0 (0%)	0 (0%)

October Newsletter 2017

Sent 9/29/17 3:44PM

Advanced reports**Email domain performance**

Domain	Email	Bounces	Opens	Clicks	Unsubs
gmail.com	892 (24%)	7 (1%)	204 (23%)	6 (1%)	1 (0%)
yahoo.com	825 (22%)	6 (1%)	133 (16%)	7 (1%)	2 (0%)
sbcglobal.net	509 (14%)	1 (0%)	122 (24%)	3 (1%)	2 (0%)
hotmail.com	334 (9%)	2 (1%)	61 (18%)	2 (1%)	0 (0%)
comcast.net	236 (6%)	1 (0%)	69 (29%)	3 (1%)	0 (0%)
Other	890 (24%)	12 (1%)	226 (26%)	6 (1%)	2 (0%)

Agenda Transmittal

DATE: November 15, 2017

FROM: J.R. Hichborn, Parks Superintendent

AGENDA ITEM #2d: **PARKS REPORT**

RECOMMENDED ACTION: Receive and File

BUDGET ACCOUNT:

BUDGET IMPACT:

General Park

- **Cost to Heat the Pool**
 - From September of 2016 to September of 2017 the District spent \$ 17,319 on propane for Building B and the pool.
 - The pool is heated with a combination of solar and propane.
 - Staff typically turns the propane heater on in September and off in November depending on the weather. Staff also turns the pool heater on in April and runs it through May.
 - The total costs of propane for Building B and the pool for those five months is \$13,634.
 - The total cost of propane for the remaining seven months of the year is \$ 3,685.
 - Based on those numbers, it appears that the pool heater would use roughly 79% of the total propane usage for Building B and the pool.
 - The District invests approximately \$10,770 a year to heat the pool at the Community Center.
- **Disk Golf**
 - While Bonanza Park is utilized as open space it is zoned for RFH, meaning we can have recreational activities with high concentrations of people at the park as long as we have a conditional use permit.
 - Currently we have a special use permit for Cameron Park Lake and the path of least resistance will be to amend our current permit to include a disk golf course.
 - The fee to revise our special use permit is \$5,672.25 plus whatever impact studies the El Dorado County Planning Department will have us do.
 - Parking is still an issue that will need to be addressed in the submittal packet via a traffic impact study.

Run Date: 11/08/17
Run Time: 10:29 AM

Accounts Payable Check Register

User: AMY

Check	Date	Vendor ID	Name	DirDep	Recon	Void	Type	Amount	Bank	Invoice/Item No
27012	10/05/2017	13917 01	Accountemps/Robert Half	No	No	No	Normal	3,662.90	OPR	Inv# 49274576,492
27013	10/05/2017	19233 01	Acer Landscape Materials, Inc	No	No	No	Normal	288.84	OPR	Inv# 18807
27014	10/05/2017	50042 01	Airgas National Carbonation	No	No	No	Normal	499.75	OPR	Inv# 34100229
27015	10/05/2017	04875 01	Allstar Fire Equipment, Inc.	No	No	No	Normal	85.55	OPR	Inv# 201741,20151
27016	10/05/2017	ONE00868	Animal Outreach	No	No	No	Normal	300.00	OPR	Inv# 81387
27017	10/05/2017	50255 01	Arnolds for Awards	No	No	No	Normal	62.10	OPR	Inv# 79154
27018	10/05/2017	19304 01	AT&T Calnet 3	No	No	No	Normal	701.39	OPR	Inv# 000010279056
27019	10/05/2017	00392 09	AT&T U-verse	No	No	No	Normal	85.00	OPR	Inv# 133537433 9/1
27020	10/05/2017	19294 01	Barco Products	No	No	No	Normal	1,419.32	OPR	Inv# BP00064594
27021	10/05/2017	50309 01	Carbon Copy Inc.	No	No	No	Normal	40.70	OPR	Inv# 551500,55149
27022	10/05/2017	00045 01	De Lage Landen	No	No	No	Normal	18.26	OPR	Inv# 56345829
27023	10/05/2017	09759 01	Diamondback Fire & Rescue	No	No	No	Normal	2,040.25	OPR	Inv# 13657,13648
27024	10/05/2017	ONE8404	Dorothy Fielden	No	No	No	Normal	60.00	OPR	Inv# 81372
27025	10/05/2017	ONE8405	EDCEA, Local #1	No	No	No	Normal	100.00	OPR	Inv# 81386
27026	10/05/2017	00307 01	El Dorado Irrigation District	No	No	No	Normal	2,435.31	OPR	Inv# 033526-0017/1
27027	10/05/2017	50351 01	Hunt & Sons	No	No	No	Normal	1,787.35	OPR	Inv# 712934,71551
27028	10/05/2017	19389 01	Interwest Consulting Group, Inc.	No	No	No	Normal	301.25	OPR	Inv# 36118
27029	10/05/2017	ONE00859	Jason Hichborn	No	No	No	Normal	75.75	OPR	Inv# Big 5 Sporting
27031	10/05/2017	09502 01	Karen Moore	No	No	No	Normal	111.00	OPR	Inv# 100517
27032	10/05/2017	04442 01	L.N. Curtis & Sons	No	No	No	Normal	1,277.41	OPR	Inv# 361706
27034	10/05/2017	18997 01	Mountain Democrat	No	No	No	Normal	700.00	OPR	Inv# 09/30/17
27035	10/05/2017	00395 03	PG&E	No	No	No	Normal	3,433.47	OPR	Inv# 8585097693-8
27036	10/05/2017	19341 01	Ponderosa Auto Express, Inc.	No	No	No	Normal	383.13	OPR	Inv# 63967
27037	10/05/2017	191112 02	Prentice, Long & Epperson	No	No	No	Normal	36.00	OPR	Inv# 1722
27038	10/05/2017	15902 01	R.J. Ricciardi, Inc	No	No	No	Normal	8,799.45	OPR	Inv# 10265
27039	10/05/2017	16368 01	RDJ Specialties, Inc	No	No	No	Normal	524.55	OPR	Inv# 102570
27040	10/05/2017	03679 01	Rosalie M. Stearns	No	No	No	Normal	142.20	OPR	Inv# 100317
27041	10/05/2017	08219 01	Sierra Office Systems and Produc	No	No	No	Normal	67.28	OPR	Inv# 3222520
27042	10/05/2017	19154 01	Stephen Beck	No	No	No	Normal	635.40	OPR	Inv# 100317
27043	10/05/2017	19023 01	Tumble Time Gymnastic Inc.	No	No	No	Normal	112.20	OPR	Inv# 092917
27044	10/05/2017	07612 02	U.S. Bank	No	No	No	Normal	1,675.51	OPR	Inv# Fin 6536 9/22/
27045	10/05/2017	19314 01	Uptown Studios, Inc	No	No	No	Normal	875.00	OPR	Inv# 17-1823
27046	10/05/2017	03946 05	Verizon Wireless	No	No	No	Normal	709.75	OPR	Inv# 9792849100,9
27047	10/05/2017	19395 01	William Thomas Corley	No	No	No	Normal	48.00	OPR	Inv# 092917
27048	10/06/2017	03543 01	Larry McBride	No	No	No	Normal	600.00	OPR	Inv# October 2017
27049	10/12/2017	13917 01	Accountemps/Robert Half	No	No	No	Normal	2,843.90	OPR	Inv# 49339786,493
27050	10/12/2017	19233 01	Acer Landscape Materials, Inc	No	No	No	Normal	27.89	OPR	Inv# 101017
27051	10/12/2017	50042 01	Airgas National Carbonation	No	No	No	Normal	879.49	OPR	Inv# 34163252,341
27052	10/12/2017	10637 01	Angius & Terry LLP	No	No	No	Normal	2,778.76	OPR	Inv# 14206
27053	10/12/2017	19143 01	Bernard Bradshaw	No	No	No	Normal	175.00	OPR	Inv# Halloween Car
27054	10/12/2017	04803 01	Blue Ribbon Personnel Services	No	No	No	Normal	12,536.07	OPR	Inv# 46595,46733
27055	10/12/2017	19363 01	Brandon Wetklow	No	No	No	Normal	160.00	OPR	Inv# September 20
27056	10/12/2017	07394 01	Buckeye Union School District	No	No	No	Normal	1,400.50	OPR	Inv# 180025,18002
27057	10/12/2017	00219 02	Churchill's Hardware	No	No	No	Normal	20.98	OPR	Inv# A127563,B143
27058	10/12/2017	14879 01	Conforti Plumbing, Inc	No	No	No	Normal	1,335.75	OPR	Inv# J17-214
27059	10/12/2017	17704 01	CoreLogic Solutions LLC	No	No	No	Normal	165.00	OPR	Inv# 81839290
27060	10/12/2017	13870 02	Cory Gregersen	No	No	No	Normal	40.00	OPR	Inv# September 20
27061	10/12/2017	2221111 01	Department of Industrial Relations	No	No	No	Normal	146.25	OPR	Inv# P1485499SA
27062	10/12/2017	19377 01	Dykstra Enterprises Inc.,	No	No	No	Normal	4,597.00	OPR	Inv# 1598-2
27063	10/12/2017	04024 01	EDC Sheriff's Department	No	No	No	Normal	24.00	OPR	Inv# September 20
27064	10/12/2017	00307 01	El Dorado Irrigation District	No	No	No	Normal	12,765.15	OPR	Inv# 139755-0017/2
27065	10/12/2017	19376 01	Gold Country Media Inc.	No	No	No	Normal	96.00	OPR	Inv# 27494
27066	10/12/2017	16224 01	Gold Country Officials	No	No	No	Normal	544.00	OPR	Inv# 3350
27067	10/12/2017	50330 01	Hillyard Inc.	No	No	No	Normal	208.94	OPR	Inv# 602705855
27068	10/12/2017	07576 05	Home Depot Credit Services	No	No	No	Normal	803.54	OPR	Inv# 3023806,9010
27069	10/12/2017	10632 01	Jiffy Lube (My Fleet Center)	No	No	No	Normal	74.59	OPR	Inv# 10042025
27070	10/12/2017	10123 01	JS West	No	No	No	Normal	1,974.53	OPR	Inv# 130943,74334
27071	10/12/2017	ONE8408	Kimberly Brink - Capps	No	No	No	Normal	10.00	OPR	Inv# 81504
27072	10/12/2017	12372-01	Lincoln Aquatics	No	No	No	Normal	1,176.38	OPR	Inv# S1326368
27073	10/12/2017	18350 01	Loomis	No	No	No	Normal	237.79	OPR	Inv# 12088768
27074	10/12/2017	18997 01	Mountain Democrat	No	No	No	Normal	13.50	OPR	Inv# 4124
27075	10/12/2017	01115 01	Nielsen Construction	No	No	No	Normal	950.00	OPR	Inv# Cameron Park
27076	10/12/2017	16453 01	Sign Banner Print Express	No	No	No	Normal	216.65	OPR	Inv# 7922

Run Date: 11/08/17
Run Time: 10:30 AM

Accounts Payable Check Register

User: AMY

Check	Date	Vendor ID	Name	DirDep	Recon	Void	Type	Amount	Bank	Invoice/Item No
27077	10/12/2017	15672 01	SiteOne Landscape Supply	No	No	No	Normal	141.14	OPR	Inv# 82901821
27078	10/12/2017	09548 01	Skyhawks Sports Academy	No	No	No	Normal	414.60	OPR	Inv# 62126
27079	10/12/2017	19269 01	Stratus Environmental, Inc	No	No	No	Normal	1,105.90	OPR	Inv# 20124
27080	10/12/2017	00393 01	TelePacific Communications	No	No	No	Normal	1,241.82	OPR	Inv# 95453939-0
27081	10/12/2017	07612 02	U.S. Bank	No	No	No	Normal	1,165.48	OPR	Inv# Ferro 7513 9/2
27082	10/12/2017	19387 01	Zachary Thornton	No	No	No	Normal	240.00	OPR	Inv# September 20
27083	10/19/2017	13917 01	Accountemps/Robert Half	No	No	No	Normal	3,677.53	OPR	Inv# 49390333,493
27084	10/19/2017	50042 01	Airgas National Carbonation	No	No	No	Normal	383.36	OPR	Inv# 34168929
27085	10/19/2017	04803 01	Blue Ribbon Personnel Services	No	No	No	Normal	4,794.20	OPR	Inv# 46873
27086	10/19/2017	ONE8409	Boetger Family Trust	No	No	No	Normal	100.00	OPR	Inv# 81385
27087	10/19/2017	00365 01	Burkett's Office Supply Inc	No	No	No	Normal	253.95	OPR	Inv# 1340029-0
27088	10/19/2017	50309 01	Carbon Copy Inc.	No	No	No	Normal	84.78	OPR	Inv# 552246
27089	10/19/2017	00219 02	Churchill's Hardware	No	No	No	Normal	37.49	OPR	Inv# A128747,B144
27090	10/19/2017	04039 01	CPRS District 1	No	No	No	Normal	55.00	OPR	Inv# 1857
27091	10/19/2017	19240 01	Craig Shuler	No	No	No	Normal	54.13	OPR	Inv# 1115
27092	10/19/2017	2221111 01	Department of Industrial Relations	No	No	No	Normal	94.00	OPR	Inv# E1496444 SA
27093	10/19/2017	04024 02	EDC Sheriff's Office	No	No	No	Normal	355.25	OPR	Inv# 2342
27094	10/19/2017	00307 01	El Dorado Irrigation District	No	No	No	Normal	1,554.83	OPR	Inv# 04588-0017/17
27095	10/19/2017	ONE8410	Ethel Criddle	No	No	No	Normal	300.00	OPR	Inv# 81384
27096	10/19/2017	19286 01	FYI Telecommunications, Inc.	No	No	No	Normal	190.50	OPR	Inv# 16784
27097	10/19/2017	00220 01	Gold Country Equipment Center	No	No	No	Normal	166.35	OPR	Inv# 30446
27098	10/19/2017	16224 01	Gold Country Officials	No	No	No	Normal	200.00	OPR	Inv# 3474
27099	10/19/2017	00340 01	Hi - Tech E V S, Inc	No	No	No	Normal	107.51	OPR	Inv# 158792
27100	10/19/2017	50351 01	Hunt & Sons	No	No	No	Normal	2,069.87	OPR	Inv# 723566,72083
27101	10/19/2017	19389 01	Interwest Consulting Group, Inc.	No	No	No	Normal	440.00	OPR	Inv# 36324
27102	10/19/2017	19417 01	Michael John Cullen III	No	No	No	Normal	40.00	OPR	Inv# October 2017
27103	10/19/2017	2000001 01	Municipal Resource Group LLC	No	No	No	Normal	5,801.88	OPR	Inv# 03-17-231
27104	10/19/2017	19345 01	National Aquatic Services, Inc	No	No	No	Normal	675.20	OPR	Inv# 2014-2650
27105	10/19/2017	04737 05	Office Depot	No	No	No	Normal	40.24	OPR	Inv# 963873023001
27106	10/19/2017	00395 03	PG&E	No	No	No	Normal	9,678.64	OPR	Inv# 3710093833-3
27107	10/19/2017	19407 01	Raul Godoy	No	No	No	Normal	18.83	OPR	Inv#
27108	10/19/2017	18636 01	Rescue Training Institute, Inc.	No	No	No	Normal	56.00	OPR	Inv# 9102
27109	10/19/2017	19755 01	Richard Ramirez	No	No	No	Normal	144.40	OPR	Inv#
27110	10/19/2017	00372 06	Riebes Auto Parts	No	No	No	Normal	339.21	OPR	Inv# 183281,18324
27111	10/19/2017	00077 01	Ruben Mora	No	No	No	Normal	225.00	OPR	Inv# PumkinPatch
27112	10/19/2017	16453 01	Sign Banner Print Express	No	No	No	Normal	176.96	OPR	Inv# 7936,7882
27113	10/19/2017	20000 01	Taylor Warrman	No	No	No	Normal	40.00	OPR	Inv# September 20
27114	10/19/2017	212121 01	Vavrinek, Trine, Day & Co., LLP	No	No	No	Normal	10,800.00	OPR	Inv# 0137554-IN
27115	10/19/2017	03946 07	Verizon Business	No	No	No	Normal	31.21	OPR	Inv# 07935461,079
27116	10/26/2017	13917 01	Accountemps/Robert Half	No	No	No	Normal	3,688.08	OPR	Inv# 49425074,494
27117	10/26/2017	14315 01	Alhambra & Sierra Springs	No	No	No	Normal	35.87	OPR	Inv# 9229899 1025
27118	10/26/2017	04875 01	Allstar Fire Equipment, Inc.	No	No	No	Normal	16.09	OPR	Inv# 202062
27119	10/26/2017	00460 01	Around Here Magazine	No	No	No	Normal	328.50	OPR	Inv# Winter 2018 Is
27120	10/26/2017	ONE00835	Big Brothers Big Sisters	No	No	No	Normal	500.00	OPR	Inv# 81641
27121	10/26/2017	04803 01	Blue Ribbon Personnel Services	No	No	No	Normal	5,498.25	OPR	Inv# 47014
27122	10/26/2017	50309 01	Carbon Copy Inc.	No	No	No	Normal	34.19	OPR	Inv# 552247,55224
27123	10/26/2017	ONE8314	Carole Bell	No	No	No	Normal	300.00	OPR	Inv# 81642
27124	10/26/2017	00219 02	Churchill's Hardware	No	No	No	Normal	197.55	OPR	Inv# B143799,A129
27125	10/26/2017	19098 01	Comcast	No	No	No	Normal	150.93	OPR	Inv# 815560051042
27126	10/26/2017	ONE8412	Crocker & Crocker	No	No	No	Normal	336.00	OPR	Inv# 81638
27127	10/26/2017	ONE8411	Danielle Madsen	No	No	No	Normal	30.00	OPR	Inv# 81639
27128	10/26/2017	00045 01	De Lage Landen	No	No	No	Normal	187.53	OPR	Inv# 56494649
27129	10/26/2017	19133 01	DSA Technologies, Inc	No	No	No	Normal	2,150.00	OPR	Inv# 24573,24604
27130	10/26/2017	50425 01	Hangtown Fire Control Inc	No	No	No	Normal	408.48	OPR	Inv# 59797
27131	10/26/2017	19223 01	Holly Morrison	No	No	No	Normal	500.00	OPR	Inv# October 2017
27132	10/26/2017	07576 05	Home Depot Credit Services	No	No	No	Normal	333.57	OPR	Inv# 1014990,4143
27133	10/26/2017	17787 01	Image Factory	No	No	No	Normal	180.00	OPR	Inv# MarketingElem
27134	10/26/2017	19044 01	Joseph Munizich	No	No	No	Normal	36.00	OPR	Inv# October 2017
27135	10/26/2017	10123 01	JS West	No	No	No	Normal	1,310.56	OPR	Inv# 853527
27136	10/26/2017	12372-01	Lincoln Aquatics	No	No	No	Normal	578.24	OPR	Inv# SCM024865,SI
27137	10/26/2017	19381 01	Margaret Mohr	No	No	No	Normal	400.00	OPR	Inv# October 2017
27138	10/26/2017	ONE8415	MaryLu Oates	No	No	No	Normal	42.00	OPR	Inv# 81697
27139	10/26/2017	ONE8413	Nancy Hegarty	No	No	No	Normal	37.00	OPR	Inv# 81640

Run Date: 11/08/17
Run Time: 10:30 AM

Accounts Payable Check Register

User: AMY

Check	Date	Vendor ID	Name	DirDep	Recon	Void	Type	Amount	Bank	Invoice/Item No
27140	10/26/2017	19413 01	Natural Structures, Onc.	No	No	No	Normal	3,550.00	OPR	Inv# 17-P223
27141	10/26/2017	00395 03	PG&E	No	No	No	Normal	10,266.32	OPR	Inv# 2024317533-6
27142	10/26/2017	00372 06	Riebes Auto Parts	No	No	No	Normal	246.73	OPR	Inv# 184681,18504
27143	10/26/2017	16453 01	Sign Banner Print Express	No	No	No	Normal	272.42	OPR	Inv# 7961
27144	10/26/2017	20000 01	Taylor Warrman	No	No	No	Normal	2,670.00	OPR	Inv# OES Strike Te
27145	10/26/2017	07612 02	U.S. Bank	No	No	No	Normal	715.99	OPR	Inv# JR 5426 10/17
27146	10/26/2017	07612 02	U.S. Bank	No	No	No	Normal	1,002.27	OPR	Inv# Helm 4819 10/
27147	10/26/2017	07612 02	U.S. Bank	No	No	No	Normal	99.99	OPR	Inv# 4728 Smith 8/2
27148	10/26/2017	07612 02	U.S. Bank	No	No	No	Normal	1,907.03	OPR	Inv# Smith 4728 10/
27149	10/26/2017	07612 02	U.S. Bank	No	No	No	Normal	4,811.17	OPR	Inv# Ferro 7513 10/
27150	10/26/2017	212121 01	Vavrinek, Trine, Day & Co., LLP	No	No	No	Normal	5,100.00	OPR	Inv# 0138477-IN
27151	10/26/2017	03946 05	Verizon Wireless	No	No	No	Normal	6.63	OPR	Inv# 9794191444
27152	10/26/2017	19244 01	Walker's Office Supplies, Inc.	No	No	No	Normal	116.18	OPR	Inv# 1082030-0

Total Reconciled Checks: 0.00
 Total Reconciled Check Amount Paid: 0.00
 Total Unreconciled Checks: 139.00
 Total Unreconciled Check Amount Paid: 175,634.56

SELECTION CRITERIA:

Check Date Range: 10/01/17 Through 10/31/17
 Bank: OPR
 Check Sort Option: Check Then Date
 Check Status Option: Unreconciled Checks Only
 Check Process Option: Good Checks Only
 Pay Method: Both Direct Deposit & Checks

Agenda Transmittal

DATE: November 15, 2017

FROM: Jill Ritzman, General Manager

AGENDA ITEM #5: **WEST SLOPE SOLID WASTE JOINT POWERS OF AUTHORITY (WSJPA)**

RECOMMENDED ACTION: Receive, Discuss and Support the Formation of a WSJPA for Solid Waste Management on El Dorado County's Western Slope

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

The El Dorado County Board of Supervisors approved the Solid Waste Management Plan (SWMP) on January 31, 2012. An action plan was created to achieve the goals of the SWMP, and that plan included formation of a joint powers authority (JPA) for solid waste management on the western slope of the County. A goal of the JPA would be to enhance cooperation between jurisdictions, which may result in an integrated waste management approach with in the County and possible economies of scale.

El Dorado County is asking that your Board consider supporting the formation of a west slope JPA.

- Exhibit A - Letter from El Dorado County Community Development Agency, Environmental Management Division, dated April 3, 2017
- Exhibit B - El Dorado County Action Plan
- Exhibit C - El Dorado Hills Community Services District Agenda Report, dated September 5, 2017
- Exhibit D - City of Placerville Manager's Report, dated September 26, 2017
- Exhibit E - El Dorado County Community Services Development Services Environmental Management Department Memorandum, dated October 9, 2017



COMMUNITY DEVELOPMENT AGENCY
ENVIRONMENTAL MANAGEMENT DIVISION

<http://www.edcgov.us/EMD/>

PLACERVILLE OFFICE:

2850 Fairlane Court
Placerville, CA 95667
(530) 621-5300
(530) 642-1531 Fax

LAKE TAHOE OFFICE:

924 B Emerald Bay Rd.
South Lake Tahoe, CA 96150
(530) 573-3450
(530) 542-3364 Fax

April 3, 2017

APR 3

APR 06 2017

Mr. Scott McNeil, President
Board of Directors
Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682

Re: Potential Formation of a West Slope Solid Waste Joint Powers Authority

Dear President McNeil:

On January 31, 2012, the County of El Dorado Board of Supervisors (Board) unanimously approved the Solid Waste Management Plan (SWMP) as presented by the Environmental Management Department. The SWMP contains forty-two (42) specific strategies to increase the diversion of solid waste from landfilling and meet the County's diversion goal of seventy-five percent (75%) by the year 2020. The Board-approved SWMP contained an Action Plan that identified the most cost-effective strategies to be implemented by the County. The Action Plan strategies identified included the potential formation of a West Slope Solid Waste Joint Powers Authority (WSJPA). The initial potential member agencies of the WSJPA would include the City of Placerville, the Cameron Park and El Dorado Hills Community Service Districts, and the County of El Dorado.

On April 17, 2012, Environmental Management returned to the Board to seek further direction regarding the potential formation of a WSJPA. The Board directed staff to move forward and appointed two members of the Board to a subcommittee to assist with the process. The Board agenda transmittal is attached for reference and provides an overview of the subject matter.

Environment Management met with potential member agency staff on July 9, 2012, to discuss the WSJPA concept, goals, and implementation strategy. An action item that resulted from the meeting was for County staff to draft a sample WSJPA agreement for consideration by the potential member agencies. On October 9, 2012, Environmental Management emailed the draft WSJPA agreement and requested feedback in preparation for a follow up meeting tentatively scheduled for November 2012. While no written comments were received,

President Scott McNeil

April 3, 2017

Page 2 of 2

individual telephone discussions with potential member agency staff indicated a lack of interest in forming a WSJPA. As a result, no further action was taken by the County to form the WSJPA.

On June 14, 2016, Environmental Management provided the Board with an update on the implementation status of the SWMP and Action Plan, including the potential formation of the WSJPA as detailed above. Environmental Management advised the Board that while there did not appear to be an interest in forming the WSJPA, the proposal had not been brought to the respective elected bodies for discussion and a formal decision. The Board directed staff to seek direction from the El Dorado Solid Waste Advisory Committee (EDSWAC) regarding how to proceed with the potential formation of the WSJPA.

During a regularly scheduled EDSWAC meeting held on September 12, 2016, the EDSWAC recommended that County staff request the matter be placed on the agenda of each potential member agency's elected body for consideration.

Therefore, I am respectfully requesting the opportunity for my staff to present information regarding the potential formation of a WSJPA to the Cameron Park CSD Board of Directors at your earliest convenience. Thank you in advance for your consideration of this request. Please contact me by phone at 530-621-6658, or by email at greg.stanton@edcgov.us, if I can provide any additional information.

Respectfully,



Greg Stanton, REHS, Director
Environmental Management Division
Community Development Agency
County of El Dorado

Cc: Mary Cahill, General Manager (via email)

Attachment



County of El Dorado

330 Fair Lane, Building A
Placerville, California
530 621-5390
FAX 622-3645
www.edcgov.us/bos/

Master Report

File Number: 12-0430

*File ID: 12-0430

Agenda Type: Agenda Item

Status: Approval Sequence Paused

Version: 1

Reference:

Gov Body: Board of Supervisors

Department: Environmental Management

Created: 04/03/2012

Agenda Title: EMD 4/17/12 West Slope Solid Waste JPA

Final Action:

Title: Environmental Management Department reporting to the County of El Dorado Board of Supervisors and seeking direction regarding the potential formation of a solid waste West Slope Joint Powers Authority.

Notes:

Agenda Date:

Agenda Number:

Sponsors:

Enactment Date:

Attachments:

Time Required:

Same:

Hearing Date:

Contact: Gerri Silva x6653

Next Meeting Date:

Approval History

Version	Date	Approver	Action
1	04/03/2012	Kerri Williams	Approved
1	04/03/2012	Greg Stanton	Approved
1	04/03/2012	Gerri Silva	Approved
1	04/03/2012	Agenda Coordinator	Delegate

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 12-0430

Environmental Management Department reporting to the County of El Dorado Board of Supervisors and seeking direction regarding the potential formation of a solid waste West Slope Joint Powers Authority.

Background: On January 31, 2012, the Environmental Management Department (EMD) presented the final El Dorado County Solid Waste Management Plan (Plan) to the Board of Supervisors. The Board of Supervisors (Board) adopted the Plan and directed EMD staff to implement the Plan (Agenda Item #12-0139). The Plan recommended initiating the formation of a West Slope Joint Powers Authority (WSJPA) as the next step to be taken by the EMD following Plan adoption. The Board then directed EMD staff to return to the Board with a report regarding the potential formation of a solid waste West Slope Joint Powers of Authority.

Development of a WSJPA was a key element in the Plan. A WSJPA would provide the foundation for the cooperative planning efforts contained in the Plan. Implementation of this strategy is an important first step in transforming the countywide solid waste system. The following discussion details the WSJPA membership, goals, staffing, powers, cost/benefits, challenges and implementation steps.

Membership:

The Plan suggested the following four (4) member agencies for the WSJPA:

- City of Placerville
- Cameron Park Community Services District (CPCSD)
- El Dorado Hills Community Services District (EDHCSD)
- The County of El Dorado

With the creation of this WSJPA, the collective group will act as a recommending body, and each individual member agency will maintain a large degree of autonomy. For example, each member agency will continue to have the individual power to create, issue and implement franchise agreements. Member agencies also will have the authority to establish rates charged to their customers.

During the meeting on January 31, 2012, the Board suggested possibly including the Bureau of Land Management (BLM) and the United States Forest Service (USFS) as additional member agencies. An important decision to incorporate the BLM and USFS in the WSJPA should be considered by the four member agencies at a later date, after the full formation of the WSJPA.

On March 12, 2012, EMD had an informal meeting with representatives from the City of Placerville and the Cameron Park Community Services District to discuss the concept of a potential formation of a WSJPA. The concept was also discussed shortly thereafter with a representative of the El Dorado Hills Community Services District. The representatives agreed that it would be beneficial to explore the possibility of the formation of the WSJPA and the consolidation of resources.

Goals:

The overall goal of the formation of the WSJPA is to assist in the implementation of the strategies for source reduction, recycling and reuse as identified in the El Dorado County Solid Waste Management Plan. The WSJPA would provide unity and coordination in the planning, financing, managing, monitoring and reporting of solid waste activities on the West Slope. Cooperation between the jurisdictions will provide economies-of-scale in developing new solid waste facilities in the County of El Dorado. Finally, the WSJPA will allow the jurisdictions to efficiently work together on sustainability and meet current and future regulations. The formal goals of the WSJPA will be developed and adopted by the WSJPA members, but may include the following:

- Implement the El Dorado County Solid Waste Management Plan
- Provide a unified and coordinated West Slope solid waste management system
- Use the most efficient strategies for source reduction, recycling, and reuse
- Jointly measure disposal reduction by member agencies
- Provide joint planning, financing, administration, management, review, monitoring, and reporting of solid waste, recycling, greenwaste activities and facilities
- Combine public education efforts for solid waste management services and programs
- Provide economies-of-scale in developing new West Slope solid waste facilities
- Meet the requirements of the California Integrated Waste Management Act (Assembly Bill 939)
- Work together to meet current and future California diversion requirements
- Work together on sustainability and AB 32 programs.

Staff:

Initially, staffing for the WSJPA likely would be relatively minimal. The WSJPA could be staffed using existing member agency staff to minimize costs. The WSJPA would have the ability to expand the staff with full time employees if deemed necessary in the future.

Costs/Benefits:

There is a relatively minor cost (staff time, legal review) for the parties to develop, review, and approve a WSJPA formation agreement. An estimate of the administrative costs for the WSPJA would range from \$0 to potentially \$150,000 per year in the long term. This ongoing cost could depend on the "in-kind" contributions from the member agencies. By creating the WSJPA, member agencies realize economic benefits when coordinating new investments in regional facilities and equipment that may not be possible if pursued individually.

There are approximately 20 similar JPAs created for waste management purposes in California. Successful examples of neighboring JPAs, including the Western Placer Waste Management Authority and South Lake Tahoe Basin Waste Management Authority, support the creation of the WSJPA.

Challenges (and Potential Solutions):

A challenge for the WSJPA Board is the need to coordinate member agency planning efforts while balancing, in many cases, the lack of ultimate authority to require member agencies to carry out these activities. The WSJPA Board would often act as a recommending body. To overcome the problem of responsibility without authority, member agencies would need to work in the spirit of cooperation to achieve their mutually beneficial goals.

Implementation Strategies:

A phased approach will be taken for the formation of the WSJPA. The jurisdictions will meet informally in the beginning to develop the purpose, goals and objectives prior to the formal formation of the WSJPA. The following summarizes the conceptual implementation steps to forming the WSJPA.

Near-Term Strategies may include:

- Member agency representatives meet to discuss WSJPA purpose, goals, and objectives
- Develop a WSJPA formation agreement
- Receive approvals of the WSJPA formation agreement from the governing boards of member agencies

Intermediate Strategies may include:

- Select WSJPA board members
- Finalize and implement the formation agreement
- Adopt the purpose, goals and objectives which were incorporated in the El Dorado County Solid Waste Management Plan
- Implement the near and intermediate-term strategies of the El Dorado County Solid Waste Management Plan
- Develop WSJPA budget and funding mechanism(s), as appropriate
- Apply for grants

At the end of this phase, the WSJPA will review the Joint Powers Agreement to determine if the agreement meets the needs of the participating agencies. In the event that the WSJPA elects not to evolve beyond this phase, the WSJPA will continue to move forward with the near and intermediate-term strategies of the Plan. In addition, the WSJPA will evaluate the changing economic, demographic and regulatory environment to determine which if any Long-Term Strategies should be implemented by the WSJPA.

Long-Term Strategies may include:

- The WSJPA would assess whether to expand its membership to include the BLM and USFS
- The WSJPA would have the option to evolve into a Regional Joint Powers Authority
- The WSJPA jurisdictions should evaluate whether to become a Regional Agency (RA) in accordance with the Public Resources Code Section 40970. This would

include preparing reports on behalf of the jurisdictions:

- Non-disposal facility elements
- Disposal and diversion reports
- Annual AB 939 reports.
- Create new and enhanced programs and services
- Create and enhance new facilities
- Plan and study alternative waste management practices
- Adopt an annual budget, as appropriate.

EMD is seeking direction from the Board in regards to the formation of the WSJPA. A WSJPA would provide the foundation for the cooperative planning efforts contained in the El Dorado County Solid Waste Management Plan.

Items for Consideration:

Option 1: Direct Environmental Management to move forward with the potential formation of the West Slope JPA to assist with the implementation of the El Dorado County Solid Waste Management Plan and return to the County of El Dorado Board of Supervisors with a status report regarding the West Slope JPA formation.

Option 2: Direct Environmental Management to implement the Solid Waste Management Plan without the formation of a West Slope JPA.

Contact: Gerri Silva, MS, REHS, Director of Environmental Management

31. 12-0139 Environmental Management Department reporting to the County of El Dorado Board of Supervisors and seeking direction regarding the potential formation of a solid waste West Slope Joint Powers Authority.

A motion was made by Supervisor Nutting, seconded by Supervisor Sweeney as follows:

- 1) Direct Environmental Management to move forward with the formation of the West slope JPA to assist with the implementation of the El Dorado County Solid Waste Management Plan and return to the Board with a status report regarding the West Slope JPA formation; and
- 2) Appoint Supervisors Nutting and Briggs to serve on a subcommittee to assist with the formation of said JPA.

Yes: 5 - Knight, Nutting, Sweeney, Briggs and Santiago

2:00 P.M. - TIME ALLOCATION

32. 10-1235 Chief Administrative Office recommending the Board receive information and provide direction to staff related to options for the West Slope Animal Shelter project. (Est. Time: 1 Hr.) (Cont'd 3/20/12, Item 19)

FUNDING: Tobacco Settlement Funds.

No formal action was taken; however, by consensus of the Board direction was provided as follows:

- 1) Direct staff to discontinue pursuing funding options for building shelter on the County owned site at this time;
- 2) Direct staff to discontinue negotiations on sites one and three;
- 3) Direct staff to further pursue options on the site adjacent to the community college; and
- 4) Provide an update to the Board on May 15, 2012, if possible.

33. 11-1324 Department of Transportation returning with answers to questions posed by the Board from the Proposed 2012 Capital Improvement Programs Workshop on March 26, 2012. (Est. Time: 30 Min.)

A motion was made by Supervisor Santiago, seconded by Supervisor Knight as follows:

- 1) Approve Road Maintenance proposed 12/13 Work Program (slide 16) (Legistar Attachment 11-1324.3A.16);
- 2) Approve Airports Projects: On April 10, 2012, the Board approved matching funds from the Accumulated Capital Outlay (ACO) for FAA grants (slide 26) (Legistar Attachment 11-1324.3A.26);
- 3) Approve Tahoe Projects: EIP as depicted on map of proposed projects in the Tahoe area (slide 27)(Legistar Attachment 11-1324.3A.27);
- 4) Approve NPDES: Direct DOT to continue to participate in negotiations and bring information back to the Board on an ongoing basis;
- 5) Approve West Slope Road/Bridge CIP:
 - a) Approve projects proposed as "givens" (Attachment 11-1324.3O.1 and 2); and
 - b) Provide direction on projects proposed as options.

Yes: 5 - Knight, Nutting, Sweeney, Briggs and Santiago

EL DORADO
COUNTY



ENVIRONMENTAL
MANAGEMENT
DEPARTMENT

Gerri Silva
M.S., REHS
Director

*Environmental
Health*

*Solid Waste &
Hazardous
Materials*

Vector Control

*Air Quality
Management
District*

*River
Management*

Park Operations



**PLACERVILLE
OFFICE**

2850 Fairlane Ct.
Building C
Placerville, CA 95667

Ph. 530.621.5300
Fax. 530.642.1531
Fax. 530.626.7130

**SOUTH LAKE
TAHOE OFFICE**

3368 Lake Tahoe Blvd.
Suite 303
South Lake Tahoe, CA
96150

Ph. 530.573.3450
Fax. 530.542.3364

Action Plan

This Action Plan is a concise, high level synopsis of the Countywide Solid Waste Management Plan (Plan). Volumes I and II of the Plan were developed by NewPoint Group Inc., Bryan A. Stirrat and Associates, the County of El Dorado Solid Waste Management Plan Committee (Committee) and County Environmental Management Department staff. The Action Plan contains the recommendations of the Committee and County staff, who took into consideration current and projected economic, demographic and community development conditions.

Background

In August of 2008, the El Dorado County Board of Supervisors (Board) received a status report on solid waste services in the County. In March of 2009, the Board considered the options of either maintaining the current status of solid waste facilities and services or working proactively to enhance facilities and services. The Board directed staff to establish a working solid waste planning committee and identify a proactive solid waste planning approach with performance measures and an implementation timeline.

In June of 2009, the Board directed the Environmental Management Department, in conjunction with the newly established Solid Waste Management Plan Working Committee, to develop a written Solid Waste Management Plan (Plan) to manage solid waste over the next several decades. The Committee assisted County staff with the development of a Request for Proposals (RFP), which was approved by the Board and released in September 2009. The Committee reviewed the responses to the RFP and recommended the County select NewPoint Group, Inc. to write the Plan. In February 2010 the Board selected NewPoint Group, Inc. and directed Environmental Management to negotiate a contract for the development of the Plan. The Board approved the negotiated contract with NewPoint Group to draft this Plan in April 2010.

NewPoint Group conducted a comprehensive review of current solid waste conditions and provided recommendations for improving solid waste management to meet the County's future needs. To that end, the attached Volumes I and II of the Plan were developed. These volumes describe in detail the current solid waste conditions, programs and facilities in El Dorado County, current and potential future regulatory requirements, solid waste goals, and strategies for reaching those goals. Initial drafts of Volumes I and II were reviewed and revised by the Solid Waste Management Plan Working Committee and County Environmental Management Department staff.

This Plan was designed to assist the County in reaching a future 75% landfill diversion goal in the most cost-effective manner. The Plan provides a strategic roadmap to use in planning for: coordinated, countywide, and jurisdiction cooperation (via a Joint Powers Authority, or JPA on the West Slope); initiating new or enhancing existing solid waste programs and services; developing new and enhanced solid waste facility infrastructure; and maintaining solid waste flow control. The Plan includes the estimated potential diversion gains for each strategy and methods to track strategy progress.

Jurisdiction Cooperation

To implement the strategies contained in the Plan, cooperation between jurisdictions is recommended to provide a more comprehensive, integrated waste management approach so that economies of scale can be realized and maximum diversion achieved. Currently, the two community service districts, two cities and the unincorporated areas have different programs, services, participation requirements, rate structures and franchise terms. While

each jurisdiction will maintain control over respective franchise agreements, enhanced cooperation will benefit all County jurisdictions.

In the South Lake Tahoe area, a solid waste Joint Powers Authority (JPA) was created in 1994. Under this JPA, the City of South Lake Tahoe, Douglas County and El Dorado County have successfully managed solid waste by jointly supporting facility improvements and program enhancements. These coordination efforts contributed to the South Lake Tahoe area achieving a 50% diversion level in 2004.

In an attempt to duplicate the success of the JPA model used in South Lake Tahoe, and in many other jurisdictions throughout the State, a West Slope JPA is recommended. It will include the City of Placerville, Cameron Park CSD, El Dorado Hills CSD and the County of El Dorado. The steps required to create a JPA include, but are not limited to:

1. Member agency representatives will meet to discuss JPA goals.
2. A joint powers agreement will be developed.
3. The joint powers agreement will be presented to each jurisdiction's governing body for consideration.
4. If the agreement is approved, JPA board members will be selected.

Should the West Slope JPA effort be unsuccessful, the County will still move forward with implementing the Plan.

The El Dorado County Solid Waste Advisory Committee (EDSWAC) has been instrumental in developing and overseeing the implementation of the County's Integrated Waste Management Programs. El Dorado County was the first rural California County to achieve the State Mandated 50% diversion goal for all three jurisdictions. The Committee will continue to assist in development, implementation and measurement of effectiveness of the programs.

Strategy Evaluation

There are a total of 42 solid waste management strategies identified in the Plan. These strategies can be categorized as program strategies and infrastructure strategies. Program strategies are designed to either improve existing programs or initiate new programs. Infrastructure strategies involve upgrading existing facilities or constructing new facilities.

Some of these strategies are necessary to meet existing regulatory requirements and are not optional (Commercial Recycling Program; Construction and Demolition Recycling Ordinance; and Develop a Commercial Food Waste Collection Program). Other strategies are designed to increase Countywide diversion to meet a 75 percent landfill diversion goal. The State legislature has recently considered several bills which would increase the diversion goal to 75 percent and many California jurisdictions already have set their target diversion goal at 75 percent. The non-mandatory strategies have been prioritized from the most to the least cost-effective to implement.

If unlimited funding was available, County jurisdictions might elect to implement most, if not all, of the strategies contained in the Plan. However, County jurisdictions have a primary overriding goal of maintaining cost-effective solid waste services for residents and businesses. County jurisdictions also are constrained by the current poor economic climate which may limit

funding for new facilities and services. Based on these investment limitations, County jurisdictions must carefully prioritize which strategies to implement and when to implement them.

As shown in Exhibit 4 on page 25 of Volume I, the 42 strategies include 21 near-term strategies (2011 to 2016), 10 intermediate-term strategies (2017 to 2025) and 11 long-term strategies (2025 to 2040). The following program and infrastructure strategies are recommended for implementation by the Solid Waste Management Plan Committee and County staff. The recommended strategies are based upon cost effectiveness, return on investment and regulatory requirements. While there are costs identified for each strategy, these costs may or may not necessarily be borne by the ratepayer. Many of the costs, or portions thereof, may be negotiated with the existing or future solid waste franchise companies who wish to conduct business in El Dorado County.

The Solid Waste Management Plan Committee further recommends that the Plan and this Action Plan be reviewed at least once every five (5) years by the El Dorado Solid Waste Advisory Committee and County staff, and that adjustments to the Action Plan strategies be made as necessary to accommodate the changing economy, demographic and regulatory environmental circumstances as well as changes in technology. The comprehensive five (5) year review of this Plan should be scheduled to coincide with the 5 year comprehensive review of the County Integrated Waste Management Plan as required by AB 939.

Program Strategies

NewPoint Group estimates that implementing all of the program strategies would result in a total increase in Countywide diversion of approximately 7.5%. The estimated maximum cost for all of these program strategies is approximately \$397,000 in initial one-time costs and \$2.4 million, per year, to sustain (shown as the sum of costs provided in Table 1 on page 4).

An efficiency factor of Tons Diverted per \$1,000 Spent is provided for each strategy. By comparing a strategy's cost with the anticipated increase in landfill diversion, Plan strategies can be ranked from most to least efficient. Table 3 in Volume I summarizes estimated diversion levels, and initial and ongoing annual costs for each strategy.

Table 1 - Program Strategy Rankings

Rank	Strategy Number and Name	Estimated One-Time Costs	Estimated Recurring Annual Costs	Tons Diverted per \$1,000 Spent ^a	Diversion Increase
1	2.2 Use Greater Pay-As-You-Throw (PAYT) Pricing Programs	\$25,000 – \$40,000	Minimal	231	0.2%
2	2.5 Enhance and Enforce C&D Ordinance	\$5,000 – \$10,000	\$5,000 – \$10,000	61	0.1%
3	2.3 Expand Purchasing Preference Practices	\$5,000 – \$7,500	\$2,000	57	0.0%
4	1.4 Expand Mandatory Residential Collection Ordinance	\$35,000 – \$50,000	\$250,000 – \$500,000	36	3.1%
5	2.16 Implement Residential Food Waste Collection Program	\$15,000 – \$35,000	\$100,000 – \$300,000	28	1.3%
6	2.13 Enhance Home Composting Programs	\$25,000 – \$50,000	\$10,000 – \$20,000	19	0.1%
7	2.6 Expand Use of Curbside Recycling Programs	\$35,000 – \$50,000	\$250,000 – \$750,000	13	1.6%
8	2.4 Implement Mandatory Commercial Recycling Program	\$35,000 – \$50,000	\$100,000 – \$300,000	13	0.6%
9	2.1 Implement New Waste Reduction Actions (Commercial Facility Waste Audits)	Minimal	\$15,000 – \$30,000	13	0.1%
10	2.8 Enhance Existing School, Park, and Community Facility Recycling Programs	\$25,000 – \$50,000	\$5,000 – \$10,000	11	0.0%
11	2.10 Enhance Multi-Family Recycling Program	\$15,000 – \$20,000	\$75,000 – \$200,000	7	0.2%
12	2.12 Implement Commercial Food Waste Collection Program	\$15,000 – \$35,000	\$200,000 – \$300,000	6	0.3%
	Total	\$235,000 – \$397,500	\$1,012,000 – \$2,422,000		7.5%

Note: Mandatory program strategies are shown in bold.

^a Based on average annual costs (the sum of one-time costs amortized over ten years plus recurring annual costs).

Infrastructure Strategies

Infrastructure strategies range from siting small rural transfer stations and debris boxes (\$1.5 million initial cost, \$300,000 ongoing cost) to reopening Union Mine Landfill (\$43 to \$126 million depending on roadway construction requirements and the degree of landfill expansion efforts). Implementing all facility strategies (with the exception of the Union Mine Landfill expansion) would increase diversion by up to an estimated 12.3%. Facility strategies are summarized in Table 2, below. Table 2 is also based on an efficiency factor of Tons Diverted per \$1,000 Spent and ranked from most to least efficient.

Table 2 - Infrastructure Strategies

Rank	Strategy Number and Name	Estimated One-Time Costs	Estimated Recurring Annual Costs	Tons Diverted per \$1,000 Spent ^a	Percent Diversion
West Slope MRF/Transfer Station Options					
1	3.10 Implement a Modern West Slope MRF/Transfer Station	\$10,000,000 – \$15,000,000	\$200,000 – \$400,000	13	2.9%
2	1.3 Extend Use of and Modify WERS as Needed	\$1,000,000 – \$4,000,000	\$0 – \$250,000	10	0.9%
3	3.2 Implement a West Slope Eco Park	\$24,000,000 – \$39,000,000	\$500,000 – \$1,000,000	8	6.9%
Other New West Slope Facility Options					
1	3.9 Implement a West Slope C&D Processing Facility	\$2,000,000 – \$4,000,000	\$200,000 – \$350,000	17	2.3%
2	3.4 Implement a County Composting Facility	\$2,000,000 – \$4,000,000	\$200,000 – \$300,000	14	1.7%
3	3.5 Implement Small Volume Rural Transfer Stations and Strategically Place Debris Boxes on West Slope	\$750,000 – \$1,500,000	\$150,000 – \$300,000	Unknown	Minor Diversion Greater Convenience, Reduced Illegal Dumping
South Lake Tahoe MR/F/Transfer Station Option					
1	3.8 Upgrade SLT MRF and Transfer Station for Single Stream	\$2,000,000 – \$5,000,000	–	6	0.5%
	Total				5.4% to 12.3%
Union Mine Landfill Option					
1	3.3 Re-open Union Mine Landfill (May be combined with other strategies: compost, MRF...)	\$43,000,000 – \$126,000,000 ^b	Potential Savings		May Enhance Other Strategies

^a Based on average annual costs (the sum of one-time costs amortized over ten years plus recurring annual costs).

^b These costs would be amortized over the new useful life of the landfill which could be as long as 29 years.

Supporting Strategies

Several strategies do not directly increase diversion, but support the other program strategies. The creation of a West Slope JPA will coordinate strategy implementation and enhance economies of scale. Expanding the use of a Three-Cart system would contribute to the success of curbside recycling and the efficiency of a modern MRF. As shown in Table 3, supporting strategy costs are significantly less than costs for the program and infrastructure strategies and could be derived from franchise fees paid to jurisdictions or other funding sources.

Table 3 - Supporting Strategies

Strategy Number and Name	Estimated One-Time Costs	Estimated Recurring Annual Costs
1.1 Create West Slope JPA	\$10,000 – \$50,000	\$150,000
1.2 Conduct County Waste Characterization Studies	\$150,000	–
1.5 Create Regional JPA	\$10,000 – \$50,000	–
2.11 Expand Types of Recyclables Collected Curbside	\$5,000 – \$10,000	\$10,000 – \$20,000
2.14 Prepare for Possible Elimination of Residential Yard Waste Burning on West Slope	\$15,000 – \$25,000	\$5,000 – \$10,000
2.15 Develop Community Composting Programs	\$15,000 – \$20,000	\$5,000 – \$10,000
2.17 Advance Outreach and Education Programs	–	\$15,000 – \$20,000
2.7 Use Residential Three-Cart System (Contributes to Diversion for 2.6)	–	–
2.9 Expand Diversion Programs at Public Facilities	\$5,000 – \$10,000	\$5,000
Total	\$210,000 – \$315,000	\$190,000 – \$215,000

Strategy Selection and Implementation

Given current economic conditions, it is reasonable to assume that the jurisdictions, residents, and solid waste franchisees could significantly improve solid waste management in the County by implementing program strategies with an efficiency rating of more than 10 tons diverted per \$1,000 spent, and selectively implementing several lower to medium cost infrastructure strategies. The strategies recommended by the Committee and County staff are the creation of a West Slope JPA, the strategy programs mandated by current regulation and the program and infrastructure strategies with cost efficiencies of at least 10 tons of diversion per \$1,000 spent. The implementation timeline and steps to achieving these recommended efficient and effective strategies are shown in Table 4.

Table 4 – Strategy Timeline

Phase I Near-Term Strategies – 2012 to 2016	
2012	Strategy 1.1 – Create a West Slope JPA <ul style="list-style-type: none">■ Jurisdictions meet and develop agreement■ Present agreement to governing bodies for approval■ Select Board members and Director■ Develop budget and funding mechanism■ File notice with Secretary of State Strategy 1.3 – Extend Use of and Modify West Slope MRF <ul style="list-style-type: none">■ Redesign WERS dirty MRF sort line to process single stream recyclables■ Purchase and install sorting equipment Strategy 2.5 – Enhance and Enforce the C&D Ordinance <ul style="list-style-type: none">■ Revise existing C&D Ordinance to conform with California Green Building Code■ Conduct outreach to building community■ Present draft Ordinance to Board of Supervisors■ Implement new C&D recycling requirements Strategy 5.1 – Identify Appropriate Performance Metrics <ul style="list-style-type: none">■ Identify metric for each selected strategy■ Track performance data
2013	Strategy 1.4 – Expand Mandatory Residential Collection Ordinance <ul style="list-style-type: none">■ Establish 85% collection trigger for each zip code area■ Annually determine customer percentages■ As areas reach trigger percentage, conduct outreach informing residents of mandatory collection implementation■ Develop Ordinance codifying new requirement■ Include mandatory collection outreach requirement to franchise agreements Strategy 2.2 – Use Greater Pay as You Throw (PAYT) Pricing Programs <ul style="list-style-type: none">■ Evaluate PAYT rate structures in other jurisdictions■ Incorporate PAYT rate structure in franchise agreements Strategy 2.4 – Implement Mandatory Commercial Recycling <ul style="list-style-type: none">■ Draft commercial recycling Ordinance■ Conduct public outreach■ Present draft Ordinance to Board of Supervisors■ Phase in implementation, begin with large generators Strategy 2.8 – Enhance School, Park, and Community Facility Recycling Programs <ul style="list-style-type: none">■ Meet with franchisees to develop program■ Franchisees will conduct outreach and implementation

Table 4 – Strategy Timeline (continued)

Phase 1 Near-Term Strategies – 2012 to 2016

2014 Strategy 2.13 – Enhance Home Composting Programs

- Work with the University of California Cooperative Extension to expand compost class offerings
 - Conduct outreach to publicize classes
 - Provide promotional materials to class participants
-

2015 Strategy 2.3 – Expand Use of Purchasing Preference Practices

- Work with County Purchasing Agent to develop Ordinance
- Present draft Ordinance to Board of Supervisors

Strategy 2.6 – Expand Use of Curbside Recycling Programs

- Incorporate cart based collection requirement into franchise agreements
 - Conduct outreach and education to residents transitioning to cart based service
-

2016 Strategy 3.9 – Develop West Slope C&D Processing Facility

- Select facility site
 - Design facility
 - Conduct CEQA process and obtain permitting
 - Construct and operate facility
-

Table 4 – Strategy Timeline (continued)

Phase 2 Intermediate-Term Strategies– 2017 to 2025	
2017	<p>Strategy 2.1 – Implement New Waste Reduction Actions (Facility Audits)</p> <ul style="list-style-type: none"> ■ Develop facility audit program components ■ Conduct facility audits <p>Strategy 2.11 – Expand Types of Recyclables Collected at Curbside</p> <p>Strategy 2.12 – Develop Commercial Food Waste Collection Program</p> <ul style="list-style-type: none"> ■ Conduct education and outreach ■ Provide businesses with bins for compostable food scraps ■ Collect and compost food scraps
2018	<p>Strategy 2.15 – Develop Community Composting Programs</p> <p>Strategy 2.16 – Develop Residential Food Waste Collection Program</p> <ul style="list-style-type: none"> ■ Conduct education and outreach ■ Provide residents with bins for compostable food scraps ■ Collect and compost food scraps
2020-2025	<p>Strategy 2.18 – Reduce Emissions from Collection Fleets</p> <p>Strategy 3.4 – Develop El Dorado County Composting Facility</p> <p>Strategy 3.10 Develop Modern and Economical MRF/Transfer Station on the West Slope</p> <ul style="list-style-type: none"> ■ 7 to 15 acre parcel ■ Covered building ■ Modern Single Steam Sort Line <p>Strategy 4.5 Create New Funding Sources and Rate Mitigation Strategies</p> <p>Strategy 5.2 – Summarize, Evaluate and Report Metric Data</p> <ul style="list-style-type: none"> ■ Compile data documenting program progress and include in reports to CalRecycle
Phase 3 Long –Term Strategies– 2026 to 2040	
2026	<p>Strategy 2.14 – Prepare for Possible Elimination of Yard Waste Burning</p> <p>Strategy 2.19 – Use Advanced Technologies for Collection Vehicles</p> <p>Strategy 3.2 – Develop a West Slope EcoPark</p> <p>Strategy 3.3 – Re-Open Union Mine Landfill</p> <p>Strategy 3.6 – Plan for Conversion Technologies, if Feasible</p> <p>Strategy 3.8 –Renovate South Lake Tahoe MRF and Transfer Station to Accept Single Stream Recyclables</p> <ul style="list-style-type: none"> ■ Redesign dirty MRF sort line to process single stream recyclables ■ Purchase and install sorting equipment

Strategy Funding

Diversion programs typically come with a cost to rate payers. If the entire cost was passed on to residents, an annual increase in system costs of \$1 million could equate to a residential customer bill increase of approximately \$1.00 per month. A \$1 million investment in the County's waste management system could raise a typical average residential customer's bill from approximately \$28 to \$29 per customer per month.

Programs: Program strategies will be implemented by both the jurisdictions and the franchisees. Funding for those strategies may require small increases in collection fees.

Facilities: Any customer bill increases for infrastructure would convey an ownership percentage, creating a public private partnership of funded facilities. Rate increases may need to be phased in, in advance of facility construction. Facility costs will be amortized over the useful life of facilities.

Many of the costs, or a portion thereof, associated with new programs and/or facilities may be negotiated with current or future solid waste franchise companies who wish to conduct business in El Dorado County.

Conclusion

The combination of strategies identified in the Plan could increase the Countywide diversion rate to approximately 77% and potentially higher compared to the most recent 2010 diversion rates for each of the 3 jurisdictions. The strategies recommended by the Committee and County staff are the creation of a West Slope JPA, the strategy programs mandated by current regulation and the program and infrastructure strategies with cost efficiencies of at least 10 tons of diversion per \$1,000 spent. The cost efficient infrastructure strategies are:

- Develop West Slope C&D Processing Facility,
- Develop County Composting Facility, and
- Develop Modern West Slope MRF/Transfer Station

The following Volumes I and II contain extensive background information supporting this Plan. The method for determining strategies, and the strategies selected in this Action Plan may be revised based on public input and Board of Supervisors direction.

The Environmental Management Department and EDSWAC would like to thank the Solid Waste Management Plan Committee for their commitment, diligence and dedication to complete a comprehensive long range Solid Waste Management Plan for the County of El Dorado. With your help and recommendations, we have developed a plan that will prepare the County for a successful solid waste program.

Exhibit C



EL DORADO HILLS COMMUNITY SERVICES DISTRICT

AGENDA REPORT

To: Board of Directors

From: Kevin A. Loewen, General Manager

Prepared By: Kevin A. Loewen, General Manager

Meeting Date: September 14, 2017

Report Date: September 5, 2017

Subject: **West Slope Solid Waste Joint Powers Authority**

Recommended Action: Deny request for participation in the West Slope Solid Waste Joint Powers Authority.

Background: The El Dorado County Solid Waste Management Plan (SWMP) was approved by the Board of Supervisors on January 31, 2012. An action plan was created to achieve the goals of the SWMP, and that plan included formation of a joint powers authority (JPA) for solid waste management on the western slope of the County. A goal of the JPA would be to enhance cooperation between jurisdictions, which may result in an integrated waste management approach within the County and possible economies of scale. The action plan is expected to move forward with or without the formation of a JPA.

Discussion: Greg Stanton, Director of Environmental Management, presented to the ad hoc Franchise Committee on May 31, 2017, on the topic of formation of a western slope JPA, with the Committee and staff being unsupportive of recommending Board approval for such a JPA formation.

Master Plan Strategic Recommendations:

F.9 Continue developing strategic partnerships.

- Formalize all partnerships through written agreements that specify responsibilities, liability, financial and other terms, including provisions for how to transition or end partnerships.
- Meet and communicate periodically with partners to nurture effective partnerships.
- Evaluate partnerships periodically to identify areas for improvement.

Fiscal Impact: Formation of a JPA will result in additional resource expenditures by the District. It is unknown at this time just how much resources would be needed for this JPA, as it is equally unknown the potential positive fiscal impact as an outcome of JPA actions and activities.

Attachment(s):

- A. August 31, 2017 Memo to El Dorado Hills Community Services District (District) Board of Directors regarding consideration of the formation of a West Slope Solid Waste Joint Powers Authority
- B. April 3, 2017 Letter to District Board President Allan Priest regarding the potential formation of a solid waste West Slope Joint Powers Authority
- C. Action Plan
- D. June 14, 2016 Staff Report to El Dorado County Board of Supervisors regarding the potential formation of a solid waste West Slope Joint Powers Authority
- E. April 30, 2012 Staff Report to El Dorado County Board of Supervisors seeking direction regarding the potential formation of a solid waste West Slope Joint Powers Authority

"Placerville, a Unique Historical Past Forging into a Golden Future"



City Manager's Report
September 26, 2017, City Council Meeting
Prepared by: M. Cleve Morris, City Manager
Item #: 12.1

Subject: Presentation and Recommendation by El Dorado County Environmental Services regarding a Western Slope Joint Powers Authority to address Solid Waste issues.

Background:

Attached is a memorandum from Greg Stanton, Director of Environmental Management requesting the Council to consider a Western Slope Joint Powers Authority (JPA) to address solid waste and recycling issues. The memo explains the proposed program.

Discussion:

Currently a committee functions and is responsible for most of the duties the new JPA would have. City staff has representation and participates on that Committee. Staff has reviewed this issue and has attended meetings regarding a West Slope JPA. Based on those meetings we do not feel there is value in establishing the JPA. There would be additional costs as well as time commitments associated with the JPA.

Options:

1. Do not support the formation of a West Slope JPA.
2. Support the formation of a West Slope JPA.
3. Request further information.

Cost: None at this time.

Budget Impact: None

Recommendation:

Presentation and Recommendation by El Dorado County Environmental Services regarding a Western Slope Joint Powers Authority to address Solid Waste issues. Staff recommends we do not support the formation of a West Slope JPA.

M. Cleve Morris, City Manager

Attachments:

PVL City Council Memo
WSJPA Website
SWMP Action Plan



COUNTY OF EL DORADO
COMMUNITY DEVELOPMENT SERVICES
ENVIRONMENTAL MANAGEMENT DEPARTMENT
MEMORANDUM

Date: October 9, 2017
To: Board of Directors; Cameron Park Community Services District
From: Greg Stanton, Director *GS*
Cc: Richard Ramirez, Interim General Manager
Subject: Consideration of the Formation of a West Slope Solid Waste Joint Powers Authority

Honorable Members of the Board of Directors,

Thank you for your consideration of supporting the formation of a West Slope Solid Waste Joint Powers Authority (WSJPA). By way of background, the El Dorado County Board of Supervisors (Board) approved the countywide Solid Waste Management Plan (SWMP) on January 31, 2012. The goal of the SWMP is to achieve seventy-five percent (75%) diversion of solid waste from landfilling by the year 2020, and to provide a focused, coordinated, and strategic approach to the County's future integrated waste management system through the year 2040. The SWMP contains forty-two (42) solid waste related strategies spread throughout three (3) phases: near-term (2012-2016), intermediate-term (2017-2025), and long-term (2026-2040). The strategies were further classified as either program, infrastructure or support strategies. In order to focus the County's near-term and intermediate-term efforts on the most cost effective strategies, as well as satisfy regulatory requirements, the Board approved an Action Plan (attached) as part of the approved SWMP.

The Action Plan identified eleven (11) near-term and five (5) intermediate-term strategies that were to be undertaken. One of the near-term, support strategies identified was the formation of a WSJPA. The Action Plan states the following regarding its formation:

"To implement the strategies contained in the Plan, cooperation between jurisdictions is recommended to provide a more comprehensive, integrated waste management approach so that economies of scale can be realized and maximum diversion achieved. Currently, the two community service districts, two cities and the unincorporated areas have different programs, services, participation requirements, rate structures and franchise terms. While each jurisdiction will maintain control over respective franchise agreements, enhanced cooperation will benefit all County jurisdictions."

The Action Plan briefly recounts the success of the solid waste Joint Powers Authority formed in the South Lake Tahoe basin between the County, City of South Lake Tahoe, and Douglas County, NV. The

Action Plan recommends that the WSJPA include the County, City of Placerville, and the Cameron Park and El Dorado Hills Community Services Districts (CSDs). The Action Plan's discussion regarding the formation of the WSJPA concludes with:

"Should the West Slope JPA effort be unsuccessful, the County will still move forward with implementing the Plan."

On April 17, 2012, Environmental Management returned to the Board with the pros and cons of forming the WSJPA. The Board directed Environmental Management to move forward with the formation of the WSJPA and appointed Supervisors Nutting and Briggs to serve on a subcommittee to assist with its formation. The April 17, 2012 Board agenda transmittal is attached to this memo as it provides pertinent information for your consideration.

On July 9, 2012, Environmental Management met with staff from both CSDs and the City of Placerville to formally discuss the formation of a WSJPA. The discussion included some history and overview, potential goals, an implementation strategy, and basic mechanics of how the WSJPA might function. Environmental Management subsequently held individual informal discussions with the potential WSJPA participants and Board subcommittee members who indicated a lack of interest in taking the matter forward to their respective governing bodies.

On June 14, 2016, Environmental Management provided an update to the Board regarding the implementation status of the SWMP. During the presentation the Board was advised that the near-term strategy to form a WSJPA had not been completed due to a lack of interest by the potential members; however, the issue was never brought before each CSD Board and the Placerville City Council for formal action. After some lengthy discussion the Board directed staff to take the subject of potentially forming a WSJPA to the El Dorado Solid Waste Advisory Committee (EDSWAC) for deliberation and direction. On September 12, 2016, EDSWAC directed staff, by a majority vote, to bring the potential formation of the WSJPA to the CSD Boards and Placerville City Council for a formal decision.

Thank you for your time and consideration of this information.

Agenda Transmittal

DATE: November 15, 2017

FROM: Jill Ritzman, General Manager

AGENDA ITEM #6: **ADDING BOARD MEETING VIDEOS TO THE DISTRICT WEBSITE**

RECOMMENDED ACTION: Receive, Discuss and Action as Appropriate

BUDGET ACCOUNT: TO BE DETERMINED

BUDGET IMPACT: Not to exceed \$1,000 to acquire additional portable video equipment

The District began video recording Board of Directors meetings, held in the Assembly Room, earlier this year. After several months, staff overcame technical difficulties and video quality is now sufficient to consider up-loading to the District website. A video will be shown of the October Board meeting to demonstrate the quality. It is recommended that the Board advise staff if they should proceed with posting the video to the website.

If the location of Board meetings change, such as to the smaller Social Room, that location is not set up for video recording. A portable video camera and associated equipment could be purchased for \$1,000 or less. While additional video equipment is not specifically budgeted, staff could use existing resources in the Parks and/or Administration budget to cover costs.