Ebbetts Pass Fire District

BOARD OF DIRECTORS

NOTICE OF REGULAR MEETING

9:00 A.M. Tuesday, October 17, 2023

1037 Blagen Road, Arnold

In compliance with recently issued guidelines from the State of California and other governing agencies, and in order to aid in keeping the public safe, Ebbetts Pass Fire District (EPFD) continues to conduct our Board Meeting via teleconference in addition to the physical location.

To access the meeting please visit zoom.us website and enter Meeting ID: 854 9192 5516 **with passcode:** 071715.
If you need assistance in accessing this information, please email epfd@epfd.org or call the EPFD office at 209-795-1646, Monday through Friday, 8:00 am to 5:00 pm. You may also register in advance for this meeting:
https://us06web.zoom.us/j/85491925516?pwd=2kgYkHV39XNdfRarvb91rRa6dIru0y.1

If you would like to comment on any item on our Agenda or an item not on the Agenda, please submit those in writing to our office at PO Box 66, 1037 Blagen Road, Arnold CA 95223 or via email at epfd@epfd.org at least 24 hours before the meeting. You may also submit comments via the "Chat" function available during the teleconference online.

MEMBERS OF THE BOARD

J. Scott McKinney, President Mike Barr, Secretary
Denny Clemens Jon Dashner Pete Neal

Concerning Public Comment

Please Note: The Board of Directors offers the opportunity for the public to speak to specific agenda items during the time that agenda item is discussed by the Board. The Board also allows an opportunity for the public to speak on non-agenda items during "public comments" prior to the conclusion of the meeting. The Board may not make any decision related to non-agendized items until the next Board meeting.

AGENDA

1. **Call to Order, Flag Salute, Roll Call**

2. **Public Appearances/Comment**: The Board will hear public comment on any agendized or non-agendized item. The Board may discuss public comment but may not take action.

3. **Consent Items**: Board action limited to discussion and approval of:
   - 3.1. Minutes: 09/19/23
   - 3.2. Acceptance of September 2023 Checks Listings and Authorize to File for Audit

4. **Committee Reports**: The Board will discuss the status of the following matters. The Board may take action on recommendations and/or give direction to staff or committee members related to follow-up on specific matters addressed by the committee.
   - 4.1. **Finance Committee** (Directors Dashner & Barr)
   - 4.2. **Personnel/Safety Committee** (Directors Dashner & McKinney)
   - 4.3. **Fire Prevention Committee** (Directors Neal & Clemens)
   - 4.4. **Apparatus/Equipment Committee** (Directors McKinney & Neal)

NOTICE OF REGULAR MEETING – continued

October 17, 2023

5. **Scheduled Items**: The Board will discuss and take action on the specific items listed below.
   - 5.1. **Ebbetts Pass Fire District – Budget Request:** Stryker Power Load Gurney System for upcoming 2 ambulances
   - 5.2. **California Public Employees' Retirement System:** Additional UAL Payment to avoid negative amortization for Classic Safety / PEPRA Safety / Miscellaneous Plans
   - 5.3. **Ground Emergency Medical Transportation (GEMT):** Supplemental Reimbursement Program
   - 5.4. **Local 3581 Memorandum of Understanding (MOU):** Single Item Addition Request
     - 5.4.1. **Closed Session:** Pursuant to Govt. Code 54957.6, Conference with District-designated Labor Negotiators Regarding the Following Employee Organization: International Association of Fire Fighters Local 3581
     - 5.4.1. **Open Session**: Report on Actions Taken
   - 5.5. **Ebbetts Pass Fire District Policy Review:**
     Draft Policy 6800 Personnel – Physical Medical Exam (Update)
     Policy 6730 Personnel – Drug and Alcohol Abuse – Testing Circumstances (Legal Review Concluded, ready to begin 30 day review)
     Policy 5050 – Accounting Procedures (updated): Begin 30 day review
     Policy 5060 – Expense Authorization (updated): Begin 30 day review
   - 5.6. **Sierra Nevada Logging Museum:** Thank you Letter

6. **Reports:** The Board will hear reports on the following matters. The Board may discuss information contained in these reports.
   - 6.1. Administrative Report
   - 6.2. Legislative Report
   - 6.3. Administrative – EMS

7. **Comments, Questions, and Consideration**: The Board will entertain comments and questions from the following individuals or representatives. The Board may discuss these comments or questions on these items but may not take action.
   - 7.1. Board Members
   - 7.2. Firefighters' Association
   - 7.3. Employees' Group
   - 7.4. Public Comments

8. **Adjournment of Regular Meeting**

ADMINISTRATIVE STAFF:

Michael Johnson, Fire Chief Cheryl Howard, Secretary

Ebbetts Pass Fire District

MINUTES
Board of Directors
September 19, 2023

SUBJECT TO APPROVAL

1. The meeting was called to order with additional accommodation for the public through the use of Zoom Meetings at 9:00 A.M. Board President Scott McKinney called the meeting to order and the Pledge of Allegiance was recited.

Directors present: Jon Dashner
Scott McKinney
Pete Neal
Denny Clemens (via Zoom Meetings joining approx. 8:40)

Director absent: Michael Barr

District personnel present: Fire Chief Mike Johnson
District Secretary Cheryl Howard
Battalion Chief Rodney Hendrix
Captain James Crabtree
Engineer Jim Eaves

Public present: none
Others present via Zoom Meeting: none

2. **PUBLIC APPEARANCES/COMMENT**
None

3. **CONSENT ITEMS**
Mr. Dashner made a motion to approve Consent Items 3.1. and 3.2. Mr. Neal seconded; motion passed 3-0 (AYES: Dashner, McKinney, Neal; ABSENT: Barr, Clemens).

4. **COMMITTEE REPORTS**
4.1. Finance Committee
4.1.1. **Proposed Final Budget Fiscal Year 2023-24**
Chief Johnson noted items included in the budget: worker's comp, new website, AFG grant for PPE, VFA grant for wildland fire equipment, ambulance remount including chassis, LED lights for Sta. 4, placement of new generator at Sta. 3. He

reported there had not been any public comment received since proposed final budget had been published.

Mr. Dashner made a motion to adopt Resolution No. 2023-6 Adopting the Final Budget and an Appropriations Limit for the 2023-24 Fiscal Year. Mr. Neal seconded; motion passed 3-0 (AYES: Dashner, McKinney, Neal; ABSENT: Barr, Clemens).

4.2. Personnel/Safety Committee
Chief Johnson reported that there had not been any new injuries among the staff. He added that Firefighter-Paramedic Kyle Salyer had completed his training taskbook and was sending for his Firefighter I certification from the State Fire Marshal.

4.3. Fire Prevention Committee
Chief Johnson reported that even though there had not been an actual committee meeting there had been action by the County Board of Supervisors to reinstate the Calaveras County Tree Mortality Program which was important since more beetle-kill trees were becoming apparent. He added that a new Auxiliary member, Jan Jakubit, was interested potentially in working with Joan Lark in the unimproved lot inspection program.

4.4. Apparatus/Equipment Committee
No news yet on delivery of the chassis order that had been placed by the District.

5. SCHEDULED ITEMS

5.1. Ridgeline Municipal: CalPERS 2022 Actuarial Reports / Impacts
Chief Johnson reported that Dmitry Semenov had presented information to the Finance Committee regarding the District's current PERS UAL and the interest issue in addition to the information included within the Board's packet. He recommended the District pay the minimum 2023 ADP to avoid negative amortization which totaled $139,200. Chief Johnson reported that Dmitry Semenov had also recommended making additional UAL payments in order to maintain the District's goal of 95% fund target for its pension plans. Chief Johnson added that this potential payment of approximately $900,000 did not need to be made until after the new calendar year in coordination with District cash-flow needs. Following some discussion, Mr. Neal made a motion to pay the ADP of $139,200 to PERS this month. Mr. Dashner seconded; motion passed 3-0 (AYES: Dashner, McKinney, Neal; ABSENT: Barr, Clemens).

5.2. Health Management Associates: CY 2022 Inter Governmental Transfer (IGT) Projections
Chief Johnson reported the email from Margaux Mc Fetridge condensed the details of the IGT with a total contribution set at $775,701. Once the handing fee was added, the total to be contributed would be $930,842. The Net New Revenue to the District would be an estimated $1,571,421. Chief Johnson recommended the Board hold off its short term investment process at this time and he would continue to report to the Board on the IGT progress.

5.3. HELIX Environmental Planning Agreement
Chief Johnson reported that the total cost for the planned NEPA in order to obtain the land from the USFS for a new Station 3 was currently $29,640. He noted that the cost for HELIX had not been included in the budget and he planned to true up with the budget as year-end neared. Mr. Dashner made a motion to make the expenditure to HELIX Environmental Planning as quoted. Mr. Neal seconded; motion passed 3-0 (AYES: Dashner, McKinney, Neal; ABSENT: Barr, Clemens).

5.4. Resolution No. 2023-7 Commending Battalion Chief Matt O'Donnell
Chief Johnson gave a brief history of Battalion Chief Matt O'Donnell's actions at the incidents for which Calaveras County is honoring him and noted that was why he had prepared the resolution. Mr. Neal made a motion to approve Resolution No. 2023-7 to Recognize and Commend Matt O'Donnell for His Swiftwater Rescues and Lifesaving Actions. Mr. Dashner seconded; motion passed 3-0 (AYES: Dashner, McKinney, Neal; ABSENT: Barr, Clemens).

5.5. Local 3581 Memorandum of Understanding (MOU): Single Item Additional Request
Chief Johnson reported that this agenda item had been continued from the Special Meeting as a single item addition to the MOU. Mr. Neal made a motion to table discussion to the next regular meeting when all Board members could be present. Mr. Dashner seconded; motion passed 3-0 (AYES: Dashner, McKinney, Neal; ABSENT: Barr, Clemens).

5.5.1. Closed Session was not held.

5.6. Policy Review
Chief Johnson reported that the Draft Policy 6800 Personnel – Physical Medical Exam had been unchanged from the Special Meeting of the Board. He added that Policy 6730 Personnel – Drug and Alcohol Abuse – Testing Circumstances had been sent to the District's attorney for review.

5.7. Bret Harte Union High School District Thank-you for Fire Engine Donation
Chief Johnson noted that it was a nice letter send by the school district and he already knew that the teens were excited about the training the engine provided them.

6. REPORTS

6.1. Administrative Report
Chief Johnson noted that Cheryl Howard continued responding to information requests by the GEMT auditor and the District's financial auditor. He noted activities were ongoing for the current phase of the burn building. He also reported that the District had responded to many medical aid incidents and there was a structure fire at Gann's Meadow which was a total loss but not a fault of the responding agencies.

6.2. Legislative Report
Chief Johnson reported HR3725 regarding lowering the Medicare age for first responders from 65 to 57 was still under consideration with no real change yet.

6.3. Administrative - EMS
No report.

7. COMMENTS, QUESTIONS, CONSIDERATIONS

7.1. Board Members
Mr. Neal noted that he was sorry for the delay but he had felt strongly that the full Board should be considering the personnel policy items.

7.2. Firefighters Association
No report.

7.3. Employees' Group
None.

7.4. Public Comments
None.

8. ADJOURNMENT

Mr. Dashner made a motion to adjourn. Mr. Neal seconded; motion passed 3-0.

Respectfully submitted,

Cheryl Howard
District Secretary

County of Calaveras
General Ledger Summary

Balance Sheet Accounts

As of 9/30/2023

Fund 2290 Ebbetts Pass Fire

Object Code	Object Description		Balance
Assets			
1006	Cash in Treasury	22900000	4,162,383.83
1007	Outstanding Checks	22900000	(8,899.00)
1016	Imprest Cash	22900000	40,000.00
Total Assets			$4,193,484.83
Liabilities			
2009	Sales Tax Payable	22900010	368.23
2091	Accts Payable - Staledated Cks	22900010	4,532.26
Total Liabilities			$4,900.49
Fund Balance			
3002	Fund Bal Unreserv/Undesign	22900000	5,788,109.02
3043	Reserve for Imprest Cash	22900000	40,000.00
Total Fund Balance			$5,828,109.02
Year-to-Date Revenues			$313,072.63
Year-to-Date Expenditures			$1,952,597.31
Year-to-Date Transfers In			$0.00
Year-to-Date Transfers Out			$0.00
Year-to-Date Clearing Accounts			$0.00
Total Fund Equity			$4,188,584.34
Total Liabilities and Fund Equity			$4,193,484.83

REVENUE ACCOUNT SUMMARY SHEET - September 2023

Fire Operations: ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Property Tax - Current Secured	4010	2,650,054	**0.00**	0.00	0%
Administrative Fee (SB2557)	4013	(51,663)	**0.00**	0.00	0%
Unitary Tax	4015	74,857	**0.00**	0.00	0%
Supplemental Tax - Current Secured	4017	63,067	**0.00**	0.00	0%
Property Tax - Current Unsecured	4020	57,179	**0.00**	0.00	0%
Supplemental Tax - Current Unsecured	4027	2,937	**0.00**	0.00	0%
Prior Unsecured Taxes	4040	4,929	**0.00**	0.00	0%
Transient Occupancy Taxes	4072	61,200	**0.00**	0.00	0%
Interest	4300	5,000	**0.00**	0.00	
HOPTR	4463	22,397	**0.00**	0.00	0%
State Grant - OTS & RFC	4455	39,500	**15,241.89**	29,241.89	
Timber Tax	4465	-	**0.00**	0.00	
State Aid for Public Safety (Prop 172)	4472	32,500	**0.00**	0.00	
Federal Grant - AFG	4505	-	**0.00**	0.00	
Reimbursement - Personnel	4542	50,000	**1,527.47**	2,062.61	4%
Reimbursement - Equipment	4543	5,000	**0.00**	0.00	0%
Charges for Current Service (hydrants)	4679	10,500	**0.00**	0.00	0%
Other Refund - Prior Year Taxes	4684	-	**0.00**	0.00	
Training Fees	4689	-	**0.00**	1,775.00	
Gifts/Donations	4707	-	**500.00**	600.00	
Refund - Misc.	4708	-	**490.75**	2,157.11	
Other Revenue	4712	26,922	**2,170.21**	6,510.63	24%
Miscellaneous Revenue	4713	500	**0.00**	0.00	0%
Refunds - Insurance	4743	-	**0.00**	0.00	
Sale of Surplus Property	4800	-	**0.00**	0.00	
Total		3,054,879	**19,930.32**	42347.24	1%

EMS/Paramedic Program ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Special Tax	4077	362,578	**0.00**	0.00	0%
Special Tax - Sustain ALS	4077 S	420,032	**0.00**	0.00	
Refunds - Insurance	4743	-	**0.00**	0.00	
Total		782,610	**0.00**	0.00	0%

Ambulance Program ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Special Tax	4077	829,798	**0.00**	0.00	0%
Special Tax - Sustain ALS	4077 S	1,079,940	**0.00**	0.00	0%
Other Programs - State (GEMT)	4479	103,000	**0.00**	0.00	
Federal Grant - AFG - Generator	4505	28,600	**0.00**	0.00	0%
State Other Aid (IGT)	4580	700,000	**0.00**	0.00	0%
EMS Transport Revenue	4660	770,000	**125,919.75**	270,066.89	35%
Collections	4679	-	**192.50**	658.50	
Refunds - Insurance	4743	-	**0.00**	0.00	
Total		3,511,338	**126,112.25**	270725.39	8%

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - SEPT 2023

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-1.001	1,294,096	**110,830.50**	308,624.65	985,471.35	24%
Extra Hire	-1.002	10,000	**106.52**	1,581.93	8,418.07	16%
Extra Hire - Intern	-1.003	46,506	**1,364.78**	5,838.95	40,667.05	13%
ST/TF FF Payments	-1.004	50,000	**0.00**	0.00	50,000.00	0%
Volunteer FF Relief	-1.005	40,000	**478.03**	1,434.09	38,565.91	4%
Retirement-UAL	-1.049	176,425	**0.00**	74,781.30	101,643.70	42%
Retirement	-1.050	198,824	**17,339.29**	49,113.69	149,710.31	25%
Group Insurance	-1.055	290,770	**19,828.76**	72,200.34	218,569.66	25%
SERVICES & SUPPLIES	5111					
Safety Clothing	-1.111	51,190	**13,868.29**	13,972.18	37,217.82	27%
Safety Equipment	-1.115	6,000	**0.00**	0.00	6,000.00	0%
Communications-Radios	-1.121	9,560	**955.75**	5,424.76	4,135.24	57%
Communications-Phone	-1.124	16,000	**518.13**	1,618.30	14,381.70	10%
Food - Fire Line Meals	-1.131	640	**0.00**	164.52	475.48	26%
Housekeeping	-1.141	6,800	**2,004.81**	2,583.67	4,216.33	38%
Insurance-Prop/Liability	-1.151	55,160	**0.00**	55,160.00	-	100%
Insurance-Workers Comp	-1.153	92,000	**0.00**	88,766.98	3,233.02	96%
Maintenance-Apparatus	-1.181	59,000	**6,319.56**	13,707.27	45,292.73	23%
Maintenance-Utilities	-1.182	10,000	**9.64**	1,810.06	8,189.94	18%
Building Maintenance	-1.201	28,230	**1,461.00**	5,310.57	22,919.43	19%
Emergency Care/Rescue	-1.211	1,275	**0.00**	0.00	1,275.00	0%
Memberships	-1.221	9,525	**0.00**	375.00	9,150.00	4%
Office Expense	-1.241	14,982	**2,427.41**	9,125.38	5,856.62	61%
Office Expense-Postage	-1.243	1,000	**24.48**	144.20	855.80	14%
Office Expense-Copies	-1.245	690	**35.78**	144.10	545.90	21%
Professional Services	-1.271	33,000	**0.00**	0.00	33,000.00	0%
Small Tools/FF Equipment	-1.401	13,000	**343.15**	2,612.22	10,387.78	20%
Small Tools-Hose/SCBA	-1.402	10,600	**0.00**	1,586.09	9,013.91	15%
Special District Expense	-1.411	20,050	**41.07**	3,869.81	16,180.19	19%
SDE--Health Maintenance	-1.412	44,700	**0.00**	580.00	44,120.00	1%
Training	-1.422	12,500	**0.00**	1,290.83	11,209.17	10%
Travel/Education	-1.478	9,000	**0.00**	141.18	8,858.82	2%
Transportation Fuel	-1.480	27,700	**2,870.28**	5,720.87	21,979.13	21%
Utilities - Water/Sewer	-1.501	4,900	**822.03**	1,611.33	3,288.67	33%
Utilities - Electrical	-1.504	12,520	**100.48**	2,130.24	10,389.76	17%
Utilities - Propane	-1.505	14,280	**0.00**	32.02	14,247.98	0%
LAFCO Fee	5627	4,928	**0.00**	4,927.48	0.52	100%
FIXED ASSETS						
Building Fund: Structures	5640	263,698	**0.00**	0.00	263,698.00	0%
Equipment	5701	92,592	**0.00**	0.00	92,592.00	0%
Fire Operation Fund Totals		3,032,141	**181,749.74**	736,384.01	2,295,756.99	24%

CHECKS ISSUED LISTING - Sept 2023 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5001.1.001: SALARIES			
26217, 26340	Payroll / Statutory Elective Withholding		$100,668.41
26217, 26340	Paychex Fee	employer cost	$289.75
1134160, 1134732	PARS	EE withholding	$316.94
26218, 26341	EPFF Local #3581	dues and meals withholding	$983.49
26387	PERS	employee/employer	$8,571.91
5001.1.002: EXTRA HIRE			
26217	Payroll / Statutory Elective Withholding		$106.52
5001.1.003: EXTRA HIRE - SPECIAL			
26217, 26340	Payroll / Statutory Elective Withholding		$1,267.28
1134160, 1134732	PARS	EE withholding	$97.50
5001.1.004: Expenditure: ST/TF Firefighter			*none issued*
5001.1.005: Volunteer Firefighter Response/Relief			*none issued*
5001.1.049: RETIREMENT UAL PREPAYMENT & LOAN			*none issued*
5001.1.050: RETIREMENT (PERS)			17,339.29
26387	CalPERS	employer portion	
5001.1.055: GROUP INSURANCE			
26217, 26340	Supplemental Life Premium Withholding		($106.26)
1134780	FDAC-EBA	vis/den/life ins prem	$1,187.27
1134781	LV FF Health & Welfare Trust	medical premium	$903.00
1134782	SDRMA-Employee Benefit Service	- medical premium	$17,844.75
5111.1.111: SAFETY CLOTHING			
113423	L N Curtis & Sons	VFA: shelters, light, pouches, guides	$13,514.25
1135184	L N Curtis & Sons	boots (JV)	$354.04
5111.1.115: SAFETY EQUIPMENT			*none issued*
5111.1.121: COMMUNICATIONS: RADIOS			
1134487	Ebbetts Pass Lumber	antenna project parts	$29.78
1134490	US Bank	electrical wire, POE adapter	$188.50
1134786	Columbia Communications	amplifier and installation	$737.47

CHECKS ISSUED LISTING - Sept 2023 FIRE OPERATIONS

5111.1.124: COMMUNICATIONS: TELEPHONE

1134486	Comcast	phone/internet	$105.21
1134488	Fox Security	alarm monitoring	$48.00
1134787	Comcast	phone/internet	$182.84
1135180	AT&T - Local - Sta.2 & 4	monthly charges	$24.00
1135181	Verizon Wireless (Cell Co)	phone/internet	$158.08

5111.1.131: FOOD/FIRE LINE MEALS

none issued

5111.1.141: HOUSEHOLD EXPENSE

1134484	Aramark	coverall/rag service	$228.74
1134487	Ebbetts Pass Lumber	broom, drano, nozzle, hose	$100.12
1134490	US Bank	disinfectant, refrigerators	$1,536.23
JE	CA Tax Dept	accrued CSST	$6.52
1134785	CA Waste Recovery	trash removal	$133.20

5111.1.151: INSURANCE: PROPERTY/LIABILITY

none issued

5111.1.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.1.181: MAINTENANCE: APPARATUS

1134487	Ebbetts Pass Lumber	fasteners, clamps, mender	$65.75
1134490	US Bank	U1008:/5: tires, U1008: compresso	$5,076.37
1134789	Arnold Tire & auto care	U1008: mount tires	$390.00
1135179	Arnold Auto Supply	U1006: air dryer, 5: oil, def, 2: light	$787.44

5111.1.182: MAINTENANCE: UTILITIES

1135179	Arnold Auto Supply	trailer adapter (boat)	$9.64

5111.1.201: BUILDING & GROUNDS MAINTENANCE

1134790	Gravison Inc/Pioneer Electric	install new generator at Sta. 3	$1,186.00
1135182	TG's Backflow Service (Crommie)	backflow tests	$275.00

5111.1.211: EMERGENCY CARE

none issued

5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS

none issued

5111.1.241: OFFICE EXPENSE

1134490	US Bank	office supplies	$438.67
1135185	MackerTek	add'l multi-sensor camera	$1,988.74

CHECKS ISSUED LISTING - Sept 2023 FIRE OPERATIONS

5111.1.243: OFFICE EXPENSE: POSTAGE

JE	Calaveras Co	mailing of checks	$24.48

5111.1.245: OFFICE EXPENSE: COPIES

1133647	Power Business Technology	copier maintenance	$39.72

5111.1.271: PROFESSIONAL SERVICES *none issued*

5111.1.401: SMALL TOOLS/FF EQUIPMENT

1134487	Ebbetts Pass Lumber	han-truck, cutoff wheel, bungess	$146.17
1134490	US Bank	hydrant utility bag	$116.91
1135179	Arnold Auto Supply	DEF; U3508: batteries	$80.07

5111.1.402: SMALL TOOLS: HOSE / SCBA *none issued*

5111.1.411: SPECIAL DISTRICT EXPENSE

1134490	US Bank: SAMBA	EPN program	$41.07

5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE *none issued*

5111.1.422: TRAINING *none issued*

5111.1.478: TRAVEL/EDUCATION/TRAINING

5111.1.480: TRANSPORTATION FUEL

26281	Hunt & Sons, Inc	diesel	$1,844.59
1134788	Ebbetts Pass Gas Service	unleaded	$728.26
26414	Hunt & Sons, Inc	diesel	$297.43

5111.1.501: UTILITIES: WATER/SEWER

1134784	CCWD	water/sewer	$822.03

5111.1.504: UTILITIES: ELECTRICITY

JE	CPPA	electricity	$1,030.48

5111.1.505: UTILITIES: PROPANE *none issued*

5640 F: STRUCTURES *none issued*

5701 F: EQUIPMENT *none issued*

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - Sept 2023

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	**5001**					
Salaries/Wages	-2.001	436,839	**27,782.54**	99,249.81	337,589.19	23%
Retirement-UAL	-2.049	73,276	**0.00**	41,317.18	31,958.82	56%
Retirement	-2.050	73,755	**6,384.54**	18,154.98	55,600.02	25%
Group Insurance	-2.055	113,512	**6,879.81**	28,380.30	85,131.70	25%
SERVICES & SUPPLIES	**5111**					
Safety Clothing	-2.111	2,775	**0.00**	38.47	2,736.53	1%
Safety Equipment	-2.115	1,000	**0.00**	0.00	1,000.00	0%
Communications-Radios	-2.121	1,440	**184.37**	246.78	1,193.22	17%
Communications-Phone	-2.124	2,000	**129.53**	404.57	1,595.43	20%
Food/Meals	-2.131	160	**0.00**	41.14	118.86	26%
Housekeeping	-2.141	1,700	**501.20**	620.39	1,079.61	36%
Insurance-Prop/Liability	-2.151	11,032	**0.00**	11,031.00	1.00	100%
Insurance-Workers Comp	-2.153	23,000	**0.00**	22,191.74	808.26	96%
Maintenance-Apparatus	-2.181	2,900	**243.45**	758.52	2,141.48	26%
Building & Grounds Maint.	-2.201	6,770	**55.00**	315.90	6,454.10	5%
Copier Maintenance	-2.245	175	**8.94**	36.02	138.98	21%
Professional Services	-2.271	2,200	**0.00**	0.00	2,200.00	0%
Special District Expense	-2.411	1,030	**6.00**	375.79	654.21	36%
SDE--Health Maintenance	-2.412	3,300	**0.00**	0.00	3,300.00	0%
Training	-2.422	4,000	**0.00**	0.00	4,000.00	0%
Travel/Education	-2.478	2,700	**0.00**	0.00	2,700.00	0%
Transportation Fuel	-2.480	7,200	**1,839.90**	3,710.87	3,489.13	52%
Utilities - Water/Sewer	-2.501	1,150	**205.50**	402.82	747.18	35%
Utilities - Electrical	-2.504	3,130	**257.62**	765.06	2,364.94	24%
Utitlities - Propane	-2.505	3,590	**0.00**	8.01	3,581.99	0%
SPECIAL TAX HANDLING FEE	**5411**	3,626	**0.00**	0.00	3,626.00	0%
Engine Paramedic Program Totals		782,260	**44,478.40**	228,049.35	554,210.65	29%

CHECKS ISSUED LISTING - Sept 2023 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5001.2.001: SALARIES			
26217, 26340	Payroll / Statutory Elective Withholding / Paychex Fee		$24,963.47
1134160, 1134732	PARS	EE withholding	$0.00
26218, 26341	EPFF Local #3581	dues and meals withholding	$420.44
26387	PERS	employee/employer	$2,398.63
5001.2.049: RETIREMENT UAL PREPAYMENT & LOAN			*none issued*
5001.2.050: RETIREMENT (PERS)			
26387	CalPERS	employer portion	$6,384.54
5001.2.055: GROUP INSURANCE			
26217, 26340	Supplemental Life Premium Withholding		($23.06)
1134780	FDAC-EBA	med/vis/den/life ins prem	$384.00
1134782	SDRMA-Employee Benefit Service	- medical premium	$6,518.87
5111.2.111: SAFETY CLOTHING			*none issued*
5111.2.115: SAFETY EQUIPMENT			*none issued*
5111.2.121: COMMUNICATIONS: RADIOS			
1134786	Columbia Communications	amplifier and installation	$184.37
5111.2.124: COMMUNICATIONS: TELEPHONE			
1134486	Comcast	phone/internet	$26.30
1134488	Fox Security	alarm monitoring	$12.00
1134787	Comcast	phone/internet	$45.71
1135180	AT&T - Local - Sta.2 & 4	monthly charges	$6.00
1135181	Verizon Wireless (Cell Co)	phone/internet	$39.52
5111.2.131: FOOD/FIRE LINE MEALS			*none issued*
5111.2.141: HOUSEHOLD EXPENSE			
1134484	Aramark	coverall/rag service	$57.19
1134487	Ebbetts Pass Lumber	broom, drano, nozzle, hose	$25.03
1134490	US Bank	disinfectant, refrigerators	$385.68
1134785	CA Waste Recovery	trash removal	$33.30

CHECKS ISSUED LISTING - Sept 2023 ENGINE PARAMEDIC

5111.2.151: INSURANCE: PROPERTY/LIABILITY *none issued*

5111.2.153: INSURANCE: WORKER'S COMPENSATION *none issued*

5111.2.181: MAINTENANCE: APPARATUS

1135179	Arnold Auto Supply	U1006: air dryer, 5: oil, def, 2: lig	$243.45

5111.2.201: BUILDING & GROUNDS MAINTENANCE

1135182	TG's Backflow Service (Crommie)	backflow tests	$55.00

5111.2.245: OFFICE EXPENSE: COPIES

1133647	Power Business Technology	copier maintenance	$9.93

5111.2.271: PROFESSIONAL SERVICES *none issued*

5111.2.402: SMALL TOOLS: HOSE / SCBA *none issued*

5111.2.411: SPECIAL DISTRICT EXPENSE

1134490	US Bank: SAMBA	EPN program	$6.00

5111.2.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE *none issued*

5111.2.422: TRAINING *none issued*

5111.2.478: TRAVEL/EDUCATION/TRAINING *none issued*

5111.2.480: TRANSPORTATION FUEL

26281	Hunt & Sons, Inc	diesel	$1,415.71
26414	Hunt & Sons, Inc	diesel	$424.16

5111.2.501: UTILITIES: WATER/SEWER

1134784	CCWD	water/sewer	$205.50

5111.2.504: UTILITIES: ELECTRICITY

JE	CPPA	electricity	$257.62

5111.2.505: UTILITIES: PROPANE *none issued*

5411 P: SPECIAL TAX HANDLING FEE *none issued*

AMBULANCE PROGRAM ACCOUNT SUMMARY SHEET - Sept 2023

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	**5001**					
Salaries/Wages	-3.001	1,698,246	**129,621.85**	386,162.30	1,312,083.70	23%
Retirement-UAL	-3.049	190,821	**0.00**	70,435.07	120,385.93	37%
Retirement	-3.050	208,200	**17,287.26**	49,966.60	158,233.40	24%
Group Insurance	-3.055	478,632	**34,010.38**	116,547.98	362,084.02	24%
SERVICES & SUPPLIES	**5111**					
Safety Clothing	-3.111	13,860	**0.00**	142.36	13,717.64	1%
Safety Equipment	-3.115	2,250	**0.00**	513.45	1,736.55	23%
Communications-Radios	-3.121	4,200	**921.84**	1,233.88	2,966.12	29%
Communications-Phone	-3.124	10,000	**647.66**	2,022.87	7,977.13	20%
Food - Fire Line Meals	-3.131	800	**0.00**	205.65	594.35	26%
Housekeeping	-3.141	8,500	**2,506.00**	3,101.95	5,398.05	36%
Insurance-Prop/Liability	-3.151	44,128	**0.00**	44,128.00	-	100%
Insurance-Workers Comp	-3.153	115,000	**0.00**	110,958.72	4,041.28	96%
Maintenance-Ambulances	-3.183	31,250	**1,198.47**	1,608.85	29,641.15	5%
Building Maintenance	-3.201	40,150	**1,406.00**	6,452.40	33,697.60	16%
Emergency Care/Rescue	-3.211	43,080	**2,811.21**	10,586.15	32,493.85	25%
Memberships	-3.221	150	**0.00**	0.00	150.00	0%
Office Expense	-3.241	10,031	**2,427.41**	9,152.27	878.73	91%
Office Expense - Copies	-3.245	860	**44.72**	180.10	679.90	21%
Professional Services	-3.271	79,018	**5,022.27**	20,807.31	58,210.69	26%
Small Tools/FF Equpment	-3.401	9,350	**0.00**	1,189.12	8,160.88	13%
Special District Expense	-3.411	10,450	**24.00**	2,034.98	8,415.02	19%
SDE--Health Maintenance	-3.412	33,100	**584.34**	1,354.49	31,745.51	4%
SDE--Administrative Fee	-3.413	3,800	**0.00**	0.00	3,800.00	0%
Training	-3.422	12,000	**400.00**	1,186.00	10,814.00	10%
Travel/Education	-3.478	4,500	**0.00**	0.00	4,500.00	0%
Transportation Fuel	-3.480	32,000	**2,730.69**	5,804.38	26,195.62	18%
Utilities - Water/Sewer	-3.501	5,700	**1,027.54**	2,014.17	3,685.83	35%
Utilities - Electrical	-3.504	15,650	**1,288.10**	3,825.30	11,824.70	24%
Utilities - Propane	-3.505	18,850	**0.00**	40.02	18,809.98	0%
Bank Charges	**5403 A**	-	**0.00**	0.00	-	
SPECIAL TAX HANDLING FEE	**5411**	23,298	**0.00**	0.00	23,298.00	0%
SDE DHCS IGT Pull-Down Fee	**5411**		**0.00**	0.00	-	
REFUND OVERPAYMENT	**5612**	13,000	**0.00**	2,480.46	10,519.54	19%
Bad Debts (NSF checks)	**5616**	-	**0.00**	0.00	-	
FIXED ASSETS						
Building Fund: Structures	**5640**	-	**0.00**	0.00	-	
Equipment	**5701**	490,000	**0.00**	0.00	490,000.00	
Ambulance Program Totals		3,650,874	**203,959.74**	854,134.83	2,796,739.17	23%

CHECKS ISSUED LISTING - Sept 2023 STATION 3 A

Check No.	PAID TO	PURPOSE	AMOUNT
5001.3.001: SALARIES			
26217, 26340	Payroll / Statutory Elective Withholding / Paychex Fee		$114,156.18
1134160, 1134732	PARS	EE withholding	$54.20
26218, 26341	EPFF Local #3581	dues and meals withholding	$2,046.07
26387	PERS	employee/employer	$13,365.40
5001.3.049: RETIREMENT UAL PREPAYMENT & LOAN			*none issued*
5001.3.050: RETIREMENT (PERS)			
26387	CalPERS	employer portion	$17,287.26
5001.3.055: GROUP INSURANCE			
26217, 26340	Supplemental Life Premium Withholding		($126.78)
1134780	FDAC-EBA	med/vis/den/life ins prem	$2,190.68
1134782	SDRMA-Employee Benefit Service	- medical premium	$31,946.48
5111.3.111: SAFETY CLOTHING			*none issued*
5111.3.115: SAFETY EQUIPMENT			*none issued*
5111.3.121: COMMUNICATIONS: RADIOS			
1134786	Columbia Communications	amplifier and installation	$921.84
5111.3.124: COMMUNICATIONS: TELEPHONE			
1134486	Comcast	phone/internet	$131.52
1134488	Fox Security	alarm monitoring	$60.00
1134787	Comcast	phone/internet	$228.54
1135180	AT&T - Local - Sta.2 & 4	monthly charges	$30.00
1135181	Verizon Wireless (Cell Co)	phone/internet	$197.60
5111.3.131: FOOD/FIRE LINE MEALS			*none issued*
5111.3.141: HOUSEHOLD EXPENSE			
1134484	Aramark	coverall/rag service	$285.93
1134487	Ebbetts Pass Lumber	broom, drano, nozzle, hose	$125.14
1134490	US Bank	disinfectant, refrigerators	$1,928.44
1134785	CA Waste Recovery	trash removal	$166.49

CHECKS ISSUED LISTING - Sept 2023 STATION 3 A

5111.3.151: INSURANCE: PROPERTY/LIABILITY *none issued*

5111.3.153: INSURANCE: WORKER'S COMPENSATION *none issued*

5111.3.183: MAINTENANCE: AMBULANCES

1134490	US Bank	U3508/9: EGR cleaning kit	$360.14
1135179	Arnold Auto Supply	DEF; U3508: batteries	$461.95
1135188	Arnold Automotive	U3508: oil/filter change	$376.38

5111.3.201: BUILDING & GROUNDS MAINTENANCE

1134790	Gravison Inc/Pioneer Electric	install new generator at Sta. 3	$1,186.00
1135182	TG's Backflow Service (Crommie)	backflow tests	$220.00

5111.3.211: EMERGENCY CARE

1134783	Airgas	oxygen	$615.01
1134791	Life Assist	sodium bicarb	$192.90
1135183	Life Assist	medical supples	$1,770.00
1135186	Nationwide Medical Surgical	fentanyl, midazolam	$233.30

5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS *none issued*

5111.3.241: OFFICE EXPENSE

1134490	US Bank	office supplies	$438.68
1135185	MackerTek	add'l multi-sensor camera	$1,988.73

5111.3.245: OFFICE EXPENSE - COPIES

1133647	Power Business Technology	copier maintenance	$49.64

5111.3.271: PROFESSIONAL SERVICES

1134491	Wittman Enterprises, LLC	billing services	$1,590.00
JE	Cal Co Sheriff's Office	amb dispatch fee 2023-24	$2,396.52
1134793	Mountain Counties EMSA	Oversight/Monitor Fee	$1,035.75

5111.3.401: SMALL TOOLS/FF EQUIPMENT *none issued*

5111.3.411: SPECIAL DISTRICT EXPENSE

1134490	US Bank: SAMBA	EPN program	$24.00

5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

1134488	Nationwide Medical Surgical	flu vaccinations	$584.34

5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE *none issued*

CHECKS ISSUED LISTING - Sept 2023 STATION 3 A

5111.3.422: TRAINING

1134485	Alex Baker	reimburse Crew Boss class	$400.00

5111.3.478: TRAVEL/EDUCATION/TRAINING *none issued*

5111.3.480: TRANSPORTATION FUEL

26281	Hunt & Sons, Inc	diesel	$2,013.41
26414	Hunt & Sons, Inc	diesel	$717.28

5111.3.501: UTILITIES: WATER/SEWER

1134784	CCWD	water/sewer	$1,027.54

5111.3.504: UTILITIES: ELECTRICITY

JE	CPPA	electricity	$1,288.10

5111.3.505: UTILITIES: PROPANE *none issued*

5403 A: TREASURER'S ADMIN FEE *none issued*

5411 A: SPECIAL TAX HANDLING FEE

26298	CA Dept of Health Care Servic	PP-GEMT CY 2023 QTR 2	$11,757.36

5640 A: STRUCTURES *none issued*

5701 A: EQUIPMENT *none issued*

5612 A: REFUNDS *none issued*

To: Finance Committee
Subject: Budget Request - Power Load Gurney System
Attn: Chief Mike Johnson
From: Firefighter Nicholas Landuyt

This budget request is in regards to the Stryker power load gurney system. I would like request funds to purchase two auto load gurney systems for our new ambulance and for our upcoming remount.

On October 10, 2023, Stryker Medical met with myself and on duty crew to test this system, in order to ensure that it is adequate and functional for our environment and terrain. We tested this system on 3 different terrain types, Uphill, downhill and side hill. All proved functional.

This system can be used in the manual setting in the event that there is a system or battery failure. Our current power cots are also compatible. Braun Northwest can complete the install on both the new ambulance and on the remount.

Benefits of this system

- Proactive Investment reducing the cost of back injuries and lost time due to workers comp.
- More efficient and safer loading and and unloading due to difficult terrain.
- Industry Standard on crash test ratings.

Drawbacks

- Technology always has its drawbacks. Cost of potential maintenance.
- Initial Cost of purchase and install.

Cost of outfitting both ambulances.

Power Load System - 59,050.04
Installation - 3,00.00

stryker

Ebbett's Power load

Quote Number:	10798563		
Version:	1		
Prepared For:	EBBETTS PASS FIRE DISTRICT	Rep:	Nate Bollinger
	Attn:	Email:	nathan.bollinger@stryker.com
		Phone Number:	(916) 716-9873
		Service Rep:	Michael Kojinsky
Quote Date:	10/11/2023	Email:	michael.kojinsky@stryker.com
Expiration Date:	11/10/2023		
Contract Start:	10/11/2023		
Contract End:	10/10/2024		

Equipment Products:

#	Product	Description	U/M	Qty	List Price	Sell Price	Total
1.0	639005550001	MTS POWER LOAD *INCLUDES FLOOR PLATE*	PCE	2	$34,015.00	$27,212.00	$54,424.00
					Equipment Total:		$54,424.00

Price Totals:

Estimated Sales Tax (7.250%):	$3,945.74
Freight/Shipping:	$680.30
Grand Total:	$59,050.04

Prices: In effect for 30 days

Terms: Net 30 Days

Terms and Conditions:
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at www.stryker.com/stnc.

Stryker Medical - Accounts Receivable - accountsreceivable@stryker.com - PO BOX 93308 - Chicago, IL 60673-3308

CalPERS

California Public Employees' Retirement System
Actuarial Office
400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

October 4, 2023

CalPERS ID: 2779006014
Employer Name: EBBETTS PASS FIRE PROTECTION DISTRICT
Rate Plan: PEPRA SAFETY FIRE PLAN [25601]

Re: Lump Sum Payment to reduce the Unfunded Accrued Liability

Dear Requestor:

As requested, information on the fiscal year 2024-25 employer contribution requirement following your lump sum payment is shown below.

If you are aware of others interested in this information (e.g., payroll staff, county court employees, port districts), please inform them.

The information is based on the most recent annual valuation and assumes payment by *October 13, 2023* and no further contractual or financing changes taking effect before June 30, 2024. The Unfunded Accrued Liability (UAL) will be reduced or eliminated by a lump sum payment in the amount of **$8,922**. The payment will be applied to the Partial Fresh Start 06/30/2022 base(s). In addition, the Partial Fresh Start 06/30/2022 base will be re-amortized over 20 years without a five-year ramp.

There will be no change to your FY 2023-24 contributions.

Valuation as of June 30, 2022	Pre-Payment	Post-Payment
Projected 6/30/2024 Total Unfunded Liability	$172,927	
Payment on October 13, 2023	$8,922	
Revised 6/30/2024 Total Unfunded Liability		**$163,576**
FY 2024-25 Employer Contributions		
Base Total Normal Cost for Formula	27.51%	27.51%
Surcharges for Class 1 Benefit		
None	0.00%	0.00%
Phase out of Normal Cost Difference	0.00%	0.00%
Plan's Total Normal Cost	27.51%	27.51%
Formula's Expected Employee Contribution Rate	13.75%	13.75%
Employer Normal Cost Rate	13.76%	13.76%
Payment on Partial Fresh Start 06/30/2022	$3,231	$12,677
Payment on all other bases	$2,032	$2,032
Employer Unfunded Liability Payment	$5,263	$14,709

The attached schedule of the plan's amortization bases includes the additional discretionary payment(s) listed above.

Required Employer Contribution	Fiscal Year 2024-25
Employer Normal Cost Rate	**13.76%**
Plus	
Required Payment on Amortization Bases	
Paid either as	
1) Monthly Payment	**$1,225.75**
Or	
2) Annual Prepayment Option*	**$14,233**

*The total minimum required employer contribution is the **sum** of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) **plus** the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly (1) or prepaid annually (2) in dollars).*

** Only the UAL portion of the employer contribution can be prepaid **(which must be received in full no later than July 31)**.*

To initiate this payment, the enclosed Lump Sum Payment Request must be completed and returned to the CalPERS Fiscal Services Division with payment by Electronic Funds Transfer (EFT) or wire transfer by October 13, 2023. A copy should be sent to us.

If you have questions, please call 888 CalPERS (or 888-225-7377).

Nate Jensen

Nathan Jensen, ASA, MAAA
Senior Actuary, CalPERS

Schedule of Amortization Bases

Reason for Base	Date Est.	Ramp Level 2024-25	Ramp Shape	Escala-tion Rate	Amort. Period	Balance 6/30/22	Expected Payment 2022-23	Balance 6/30/23	Expected Payment 2023-24	Balance 6/30/24	Minimum Required Payment 2024-25
PARTIAL FRESH START	06/30/22	No Ramp		0.00%	20	111,387	(21,089)	140,756	9,048	140,976	12,677
NON-INVESTMENT (GAIN)/LOSS	06/30/22	No Ramp		0.00%	20	19,814	0	21,161	0	22,600	2,032
TOTAL						**131,201**	**(21,089)**	**161,917**	**9,048**	**163,576**	**14,709**

This schedule assumes an additional discretionary payment is made in the amount and by the date stated on page 1 of this letter.

California Public Employees' Retirement System
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888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

October 4, 2023

CalPERS ID: 2779006014
Employer Name: EBBETTS PASS FIRE PROTECTION DISTRICT
Rate Plan: SAFETY PLAN [1320]

Re: Lump Sum Payment to reduce the Unfunded Accrued Liability

Dear Requestor:

As requested, information on the fiscal year 2024-25 employer contribution requirement following your lump sum payment is shown below.

If you are aware of others interested in this information (e.g., payroll staff, county court employees, port districts), please inform them.

The information is based on the most recent annual valuation and assumes payment by *October 13, 2023* and no further contractual or financing changes taking effect before June 30, 2024. The Unfunded Accrued Liability (UAL) will be reduced or eliminated by a lump sum payment in the amount of **$126,151**. The payment will be applied to the Partial Fresh Start 06/30/2022 base(s). In addition, the Partial Fresh Start 06/30/2022 base will be re-amortized over 20 years without a five-year ramp.

There will be no change to your FY 2023-24 contributions.

Valuation as of June 30, 2022	Pre-Payment	Post-Payment
Projected 6/30/2024 Total Unfunded Liability	$2,135,939	
Payment on October 13, 2023	$126,151	
Revised 6/30/2024 Total Unfunded Liability		**$2,003,716**
FY 2024-25 Employer Contributions		
Base Total Normal Cost for Formula	31.99%	31.99%
Surcharges for Class 1 Benefit		
None	0.00%	0.00%
Phase out of Normal Cost Difference	0.00%	0.00%
Plan's Total Normal Cost	31.99%	31.99%
Formula's Expected Employee Contribution Rate	8.99%	8.99%
Employer Normal Cost Rate	23.00%	23.00%
Payment on Partial Fresh Start 06/30/2022	$38,616	$149,662
Payment on all other bases	$30,519	$30,519
Employer Unfunded Liability Payment	$69,135	$180,181

The attached schedule of the plan's amortization bases includes the additional discretionary payment(s) listed above.

Required Employer Contribution	Fiscal Year 2024-25
Employer Normal Cost Rate	**23.00%**
Plus	
Required Payment on Amortization Bases	
Paid either as	
1) Monthly Payment	**$15,015.08**
Or	
2) Annual Prepayment Option*	**$174,351**

*The total minimum required employer contribution is the **sum** of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) **plus** the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly (1) or prepaid annually (2) in dollars).*

** Only the UAL portion of the employer contribution can be prepaid **(which must be received in full no later than July 31)**.*

To initiate this payment, the enclosed Lump Sum Payment Request must be completed and returned to the CalPERS Fiscal Services Division with payment by Electronic Funds Transfer (EFT) or wire transfer by October 13, 2023. A copy should be sent to us.

If you have questions, please call 888 CalPERS (or 888-225-7377).

Nate Jensen

Nathan Jensen, ASA, MAAA
Senior Actuary, CalPERS

Schedule of Amortization Bases

Reason for Base	Date Est.	Ramp Level 2024-25	Ramp Shape	Escala-tion Rate	Amort. Period	Balance 6/30/22	Expected Payment 2022-23	Balance 6/30/23	Expected Payment 2023-24	Balance 6/30/24	Minimum Required Payment 2024-25
PARTIAL FRESH START	06/30/22	No Ramp		0.00%	20	1,557,618	(18,023)	1,682,162	127,944	1,664,326	149,662
NON-INVESTMENT (GAIN)/LOSS	06/30/22	No Ramp		0.00%	20	297,548	0	317,781	0	339,390	30,519
TOTAL						**1,855,166**	**(18,023)**	**1,999,943**	**127,944**	**2,003,716**	**180,181**

This schedule assumes an additional discretionary payment is made in the amount and by the date stated on page 1 of this letter.

California Public Employees' Retirement System
Actuarial Office
400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744
888 CalPERS (or **888**-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

October 4, 2023

CalPERS ID: 2779006014
Employer Name: EBBETTS PASS FIRE PROTECTION DISTRICT
Rate Plan: MISCELLANEOUS PLAN [1319]

Re: Lump Sum Payment to reduce the Unfunded Accrued Liability

Dear Requestor:

As requested, information on the fiscal year 2024-25 employer contribution requirement following your lump sum payment is shown below.

If you are aware of others interested in this information (e.g., payroll staff, county court employees, port districts), please inform them.

The information is based on the most recent annual valuation and assumes payment by *October 13, 2023* and no further contractual or financing changes taking effect before June 30, 2024. The Unfunded Accrued Liability (UAL) will be reduced or eliminated by a lump sum payment in the amount of **$4,113**. The payment will be applied to the Partial Fresh Start 06/30/2022 base. In addition, the Partial Fresh Start 06/30/2022 base will be re-amortized over 20 years without a five-year ramp.

There will be no change to your FY 2023-24 contributions.

Valuation as of June 30, 2022	Pre-Payment	Post-Payment
Projected 6/30/2024 Total Unfunded Liability	$69,728	
Payment on October 13, 2023	$4,113	
Revised 6/30/2024 Total Unfunded Liability		**$65,417**
FY 2024-25 Employer Contributions		
Base Total Normal Cost for Formula	17.08%	17.08%
Surcharges for Class 1 Benefit		
None	0.00%	0.00%
Phase out of Normal Cost Difference	0.00%	0.00%
Plan's Total Normal Cost	17.08%	17.08%
Formula's Expected Employee Contribution Rate	6.93%	6.93%
Employer Normal Cost Rate	10.15%	10.15%
Payment on Partial Fresh Start 06/30/2022	$1,261	$4,890
Payment on all other bases	$993	$993
Employer Unfunded Liability Payment	$2,254	$5,883

The attached schedule of the plan's amortization bases includes the additional discretionary payment(s) listed above.

Required Employer Contribution	Fiscal Year 2024-25
Employer Normal Cost Rate	**10.15%**
Plus	
Required Payment on Amortization Bases	
Paid either as	
1) Monthly Payment	**$490.25**
Or	
2) Annual Prepayment Option*	**$5,693**

*The total minimum required employer contribution is the **sum** of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) **plus** the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly (1) or prepaid annually (2) in dollars).*

** Only the UAL portion of the employer contribution can be prepaid **(which must be received in full no later than July 31)**.*

To initiate this payment, the enclosed Lump Sum Payment Request must be completed and returned to the CalPERS Fiscal Services Division with payment by Electronic Funds Transfer (EFT) or wire transfer by October 13, 2023. A copy should be sent to us.

If you have questions, please call 888 CalPERS (or 888-225-7377).

Nate Jensen

Nathan Jensen, ASA, MAAA
Senior Actuary, CalPERS

Schedule of Amortization Bases

Reason for Base	Date Est.	Ramp Level 2024-25	Ramp Shape	Escala-tion Rate	Amort. Period	Balance 6/30/22	Expected Payment 2022-23	Balance 6/30/23	Expected Payment 2023-24	Balance 6/30/24	Minimum Required Payment 2024-25
PARTIAL FRESH START	06/30/22	No Ramp		0.00%	20	50,802	(670)	54,949	4,172	54,375	4,890
NON-INVESTMENT (GAIN)/LOSS	06/30/22	No Ramp		0.00%	20	9,681	0	10,339	0	11,042	993
TOTAL						**60,483**	**(670)**	**65,288**	**4,172**	**65,417**	**5,883**

This schedule assumes an additional discretionary payment is made in the amount and by the date stated on page 1 of this letter.

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Ground Emergency Medical Transportation Supplemental Reimbursement Program State Plan Amendment (SPA) 09-024

- [x] Interim Supplemental Payment (CA-MMIS Transport # Adjustment)
- [ ] Removal of Unallowable Billing/Accounting Costs
- [ ] Interim Settlement
- [ ] Final Settlement

ADJUSTED SCHEDULE 9*

PROVIDER LEGAL NAME	EBBETTS PASS FIRE DISTRICT
CLAIMING PERIOD	7/1/2022 - 12/31/2022
ACCEPTED COST REPORT POST MARK DATE	7/6/2023
AVERAGE COST PER TRANSPORT (from Line 9 of accepted cost report)	$12,372.12

Total transport totals below noted on Line 10, per quarter, are based on updated CA-MMIS fee for service transport data.

Average Cost Per GEMT Service (SOURCE-Accepted Cost Report Information)

1.	Cost of MTS Services (from Sch.2)			$3,240,022.96
2.	Indirect Cost Factor Based on MTS Services? (please use drop down box)	No		
3.	If no, please enter the cost basis for calculating Indirect Cost	$0		
4.	Indirect Cost Factor	0.00%	$0	
5.	Administration & General Allocation from Sch. 5 (A)		$100,448	
6.	Administration & General to be Included			$100,448.18
7.	Grand Total of MTS Expense (Sum Lines 1 & 6)			$3,340,471.15
	Minus Contracted MTS Billing Services Costs (Sch. 2 Line 54; Sch. 5 Line 54; Sch. 10)			$0.00
	ADJUSTED Total of MTS Expense (Line 7 Minus Contracted Billing Costs, Sch.2 Line 54)			$3,340,471.15

		Medi-Cal				
		Managed Care	Medi-Medi	Fee For Service	Other	
8.	Total Number of MTS Transports (from submitted cost report)	34	24	3	209	270
9.	**ADJUSTED Average Cost Per Transport (Adjusted Total/Line 8)**					$12,372.12

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS Non-ACA (FMAP is 50%)

		Qtr. 1 7/01 - 9/30	Qtr. 2 10/01 - 12/31	Qtr. 3 1/01 - 3/31	Qtr. 4 4/01 - 6/30	Totals	SOURCE
	FFCRA Percentage Increase	6.20%	6.20%				
10.	Total No. Of Medi-Cal Fee for Service GEMT Transports		2	N/A	N/A	2	CA-MMIS Report
11.	Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	$0.00	$24,744.23	N/A	N/A	$24,744.23	(Line 9 x Line 10)
12.	<Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	$	$ (796.56)	N/A	N/A	$ (796.56)	CA-MMIS Report
13.	**Net Cost of Transports (CPE Amt.)**	$0.00	$23,947.67	N/A	N/A	$23,947.67	(Line 11 + Line 12)
14.	Non Federal Share Reduction prior to FFCRA	$0.00	$11,973.84	N/A	N/A	$11,973.84	(Line 13 * 50%)
15.	Net Federal Participation Amount (FFP Amt.) (50%)	$0.00	$11,973.83	N/A	N/A	$11,973.83	
16.	FFCRA calculation (line 13 x FFCRA %)	$0.00	$1,484.75	N/A	N/A	$1,484.75	(Line 13 * FFCRA %)
17.	**Net Federal Participation Amount (50% + FFCRA %)**	$0.00	$13,458.58	N/A	N/A	$13,458.58	(Line 15 + Line 16)

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS ACA Optional Population (FMAP is 90%)

		Qtr. 1 7/01 - 9/30	Qtr. 2 10/01 - 12/31	Qtr. 3 1/01 - 3/31	Qtr. 4 4/01 - 6/30	Totals	SOURCE
16.	ACA FFP Percentage	90%	90%	N/A	N/A		
17.	Total No. of Medi-Cal Fee for Service GEMT Transports		1	N/A	N/A	1	CA-MMIS Report
18.	Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	$0.00	$12,372.12	N/A	N/A	$12,372.12	(Line 9 x Line 17)
19.	<Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	$	$ (393.27)	N/A	N/A	$ (393.27)	CA-MMIS Report
20.	**Net Cost of Transports (CPE Amt.)**	$0.00	$11,978.85	N/A	N/A	$11,978.85	(Line 18 + Line 19)
21.	Non Federal Share Reduction	$0.00	$1,197.88	N/A	N/A	$1,197.88	(Line 20 - Line 22)
22.	**Net Federal Participation Amount (FFP Amt.)**	$0.00	$10,780.97	N/A	N/A	$10,780.97	(Line 20 * Line 16)

Total FFS Transports	3	$24,239.55 Total Net Payment
Total Medi-Cal Payments	-$1,189.83	

Ebbetts Pass Fire District	POLICY: **6800**
Subject: **Personnel – Physical Medical Exam**	Adoption Date: 11/22/2022 Revised Date: N/A Review Date: N/A

1. Purpose

To provide a standard of initial, annual, and bi-annual medical physicals for members as defined in this policy.

Provide criteria outlining the approved process for various agency members to adhere regarding minimum medical physicals.

Increase the likelihood of early detection of firefighter occupational medical risks.

2. Member(s) Minimum Physical Medical Exam Requirements

2.1. Auxiliary, Administrative only, and non-primary fire prevention workers must complete a "DOT physical" equivalent physical at time of joining the organization.

2.2. Volunteers, per diem hires, and interns must complete a "New Hire Firefighter Physical" at time of joining the organization.

2.3. Full-time firefighting members must complete a "New Hire Firefighter Physical" at time of joining the organization and complete an "Annual/Biannual Firefighter Physical" every year for those 41 or over and every other year for those 40 and under.

3. Physical Medical Exam Types and Definitions

3.1. DOT (Department of Transportation) physical (Auxiliary, Administrative only, and non-primary fire prevention workers) includes:

- NFPA 1582 Health Questionnaire (Included in the appendix section of this policy)
- Drug test
- Vision
- Hearing
- Blood pressure
- Physical flexibility

*Commercial license DOT certification for DMV is available (additional cost)

3.2. **New Hire Firefighter Physical Medical Exam** (All operational members (volunteer, interns, and new hire full-time firefighters)) includes:

- NFPA 1582 Health Questionnaire (Included in the appendix section of this policy)
- Blood Pressure
- Physical Exam including hernia
- Pulmonary Function test
- Electrocardiogram test
- Audiometry test
- Vision screen
- Cardiopulmonary Exercise Test (MET-Test)
- Chest X-Ray
- Drug Test (10-Pannel)

3.3. **Annual/Biannual Firefighter Physical Medical Exam** (full-time firefighters only, ages 40 and younger every odd birthday year, 41 and older every year) includes:

- NFPA 1582 Health Questionnaire (Included in the appendix section of this policy)
- Blood Pressure
- Physical Exam including hernia
- Labs: Complete Blood Count, Comprehensive Metabolic Panel, Urine Analysis, Lipid Panel, Hemoglobin A1C
- Pulmonary Function test
- Electrocardiogram test
- Audiometry test
- Vision screen
- Cardiopulmonary Exercise Test (MET-Test)

4. Process to conduct physical

4.1. DOT (Department of Transportation) physical equivalent

Groups this applies - Auxiliary, administrative only, and non-primary fire prevention workers)

- Complete the NFPA 1582 Health Questionnaire (Appendix "B" attached to this policy) and submit to the District physical medical examiner prior to appointment.
- Blood Pressure
- Schedule physical appointment by following steps within Appendix "C" attached to this policy.
- Await results from agency (Medical information is private and will remain confidential between patient and medical provider. Ebbetts Pass Fire District (agency) will only receive the outcome of the physical.)

4.2. New hire firefighters:

Groups this applies - All operational members: volunteer, interns, and new hire full-time firefighters

- Complete the NFPA 1582 Health Questionnaire (Appendix "B" attached to this policy) and submit to the District physical examiner prior to appointment.
- Blood Pressure
- Schedule physical appointment by following steps within Appendix "C" attached to this policy.
- Print Appendix "A" titled "EBBETTS PASS FIRE DISTRICT MEDICAL RELEASE FORM" and bring to physical appointment. Bring the completed form to Ebbetts Pass Fire District administration office to filed. (Medical information is private and will remain confidential between patient and medical provider. Ebbetts Pass Fire District (agency) will only receive the outcome of the physical.)

4.3. Annual/Biannual firefighter physical (full-time firefighters)

Groups this applies – All full-time firefighters (not new hire)

- Complete the NFPA 1582 Health Questionnaire (Appendix "B" attached to this policy) and submit to the District physical examiner prior to appointment.
- Schedule physical appointment by following steps within Appendix "C" attached to this policy between 30 days prior and 30 days after your birthday (Odd birthday years (the age you are turning) for 40 and younger / 41 and over every year.)
- Submit the completed questionnaire 2 weeks before the appointment.
- Print Appendix A titled "EBBETTS PASS FIRE DISTRICT MEDICAL RELEASE FORM" and bring to physical appointment. Bring completed form to Ebbetts Pass Fire District administration office to be filed. (Medical information is private and will remain confidential between patient and medical provider. Ebbetts Pass Fire District (agency) will only receive the outcome of the physical)

5. Optional Medical Offerings:

5.1. Depending on the medical examination provider contracted with the District some, all, or unlisted medical offerings maybe offered to the eligible members at an individual additional cost to the receiving member. These are options for our members if they elect to self-pay for additional services and are not required by our agency

- Galleri test by Grail
- Calcium cardio score
- HIV (District covers cost)
- Chest X Ray (District covers cost)
- Colonoscopy
- Mammogram
- Pap smear / GYN exam

Appendix A

EBBETTS PASS FIRE DISTRICT MEDICAL RELEASE FORM

Employee: _____ Position/Rank: _____

Type of Physical (Circle one): DOT FF New Hire Annual / Biannual

Date of Medical Exam: _____

Medical Physical signature: _____

Below is a list of criteria that will require personnel to address before performing firefighter duties:
(All criteria based off DOT Medical passing standard)

- Blood Pressure of 180/110 or higher
- Vision 20/40 with both eyes tested together, and 20/40 in one eye and at least, 20/70 in the other eye
- Hernia (this is subjective to medical examiner)

The Ebbetts Pass Fire District Medical Physician shall work with effected member and medical general practitioner or workers compensation (whomever is the proper medical follow up provider) to ensure medical information is passed along in totality. Medical information is personal and sensitive and shall not be disseminated with employer besides workers compensation requirements to share with the Fire Chief of the organization.

Ebbetts Pass Fire District	POLICY: **6730**
Subject: **Drug and Alcohol Abuse - Testing Circumstances**	Effective Date: 6/17/14 Supersedes: 6/18/96 Review Date: 3/21/2017

Circumstances Under Which Drug and Alcohol Testing Will Be Imposed On Covered Members

Immediately prior to reporting for substance abuse/alcohol testing, all members shall complete a consent and release form to be kept on file in the District office. Ref:

024-00645 Drug Consent Form

024-00644 Supervisor's Report of Reasonable Suspicion

1. Pre-employment Testing:

   1.1. All successful applicants preparing to serve the District in any capacity (whether by application or in connection with a transfer) will be required to submit to a pre-employment/pre-duty substance abuse and alcohol testing prior to arrival for employment/duty, as a condition of service.

   1.2. The District reserves the right to make a conditional offer of employment/duty and reserves the right to withdraw any offer to join the District if the applicant~~member~~ or transferee fails testing.

2. Post-accident Testing

   2.1. Post-accident drug and alcohol testing will be conducted only on safety sensitive positions enumerated in the Safety Sensitive Position Control List.

   2.2. Post-accident testing shall occur only following an accident where the member's performance cannot be discounted as a contributing factor in an accident. The decision as to whether or not to test the member will be left to the lead supervisor on shift after consultation with higher-level managers, if applicable. The Board of Directors shall not be involved in day-to-day operations relating to post accident testing decisions. The presumption is to test after all accidents. The only reason a member might~~will~~ not be tested following an accident is if the member's performance objectively could not have been a contributing factor. If a fatality occurs, the ~~employee~~ member will be tested regardless of whether his/her involvement may be discounted.

   2.3. Post-accident alcohol tests shall be administered within two (2) hours following an accident~~,~~ and no test may be administered after eight (8) hours.

   2.4. According to this policy, an accident occurs when, as a result of an occurrence involving a District vehicle, an individual dies or sustains an injury requiring medical attention, or when a state or local law enforcement authority issues a citation to a covered ~~employee~~ member for a moving violation arising from an accident; or when property damage exceeds $5,000.

3. Random Testing

   3.1. ~~Random testing shall *not* take place for any member not on the Safety Sensitive Position Control List and unpaid members.~~Only members who work in safety sensitive positions who are ~~Other members~~identified on the Safety Sensitive Position Control List may be subjected to random testing.

3.2. The District may ~~shall~~ conduct one random test each quarter of the calendar year, -commencing on the year following the year this policy is adopted. –Selection of member for random testing shall be done through placement of applicable names, corresponding to service in safety sensitive positions,- in a computer-generated pool of the District's choosing. Computer-generated results shall control- who- is to be tested, -except that if the- computer generates the name of- any member -randomly tested in a- prior calendar year, -that selection shall be disregarded and replaced by the next- name generated

4. Reasonable Suspicion Testing

4.1. ~~Reasonable suspicion testing shall *not* take place for any member not on the Safety Sensitive Position Control List. All other~~ Mmembers, including but not limited to those on the Safety Sensitive Position Control List, are also required to submit to an alcohol or drug test when trained supervisors have reasonable suspicion to believe the member is under the influence of alcohol or controlled substances. All supervisors and managers shall be trained biennially.

4.1.1. Reasonable suspicion means suspicion based upon specific personal observation of *two* supervisors, unless only one supervisor is practically available. The observing supervisor(s) shall describe and document all incidents leading to a reasonable suspicion testing directive.

4.2. Reasonable -Suspicion Indicators/Traits:

4.2.1. All supervisors are required to be alert for impaired job performance or behavior that exhibits traits consistent with drug and/or alcohol abuse and to maintain a pro-active role in the early detection of possible substance abuse problems. In most cases, these traits will be accompanied by clear evidence of the member's deteriorating job performance.

4.2.2. In the absence of any deterioration of job performance or a specific incident giving rise to "reasonable suspicion", supervisors must be able to document enough indicators/traits to meet the "reasonable suspicion" requirement before any testing will take place. All supervisors shall be thoroughly familiar with and trained in the methods and procedures available to address drug and/or alcohol abuse problems and a non-exclusive list of indicators/traits set forth below which might allow reasonable suspicion testing, early intervention, and rehabilitation.

Physical	Psychological	Behavioral
Loss of Weight	Short Temper	Picking at Food
Increased Thirst	Severe Mood Changes	Sloppy Appearance
Chronic Hoarseness	Shortened Attention Span	Constant Financial Difficulties
Chronic Running Nose	Paranoid/Argumentative	Irrational Decisions
Tremors/Twitching of Mouth	Memory Lapses	Frequent visits to the bathroom
Habitual Grinding of Teeth	Overreaction to Criticism	High/Low Energy Levels
Excessive Sweating		
Slowed Reaction Times		

Decreased Dexterity

4.2.3 Other indicators and traits include:

a. Specific, personal, and articulable observations concerning unusual appearance, behavior, speech, body odors, or performance of the ~~employee~~member; or

b. Violation of a safety rule or other unsafe work incident which, after further investigation of the ~~employee's~~ member's behavior or appearance, leads the supervisor(s) to believe that drug or alcohol use may be a contributing factor; or

c. Other physical, circumstantial, or contemporaneous indicators of drug or alcohol use.

4.2.4 Suspicion is not reasonable, and thus not a basis for testing, if it is based solely on the observations and reports of third parties or the violation of a safety rule or other unsafe work incident. However, such suspicion may be a basis for further investigation or for action to protect the safety of ~~employees~~ members or the public, such as ordering the ~~employee~~ member to stop work.

4.3. Supervisor/Member Obligations

4.3.1 Members shall be removed from the performance of safety sensitive functions while the supervisor is completing his/her determination regarding whether a reasonable suspicion test is warranted.

4.3.2 When a supervisor(s) suspects that a member is impaired or affected by drug or alcohol use, the supervisor(s) shall follow the reasonable suspicion procedure to determine whether a drug and/or alcohol test is appropriate and, if so, to initiate the testing.

4.3.3 All members instructed to test based on reasonable suspicion must do so within two (2) hours of the observation giving rise to the instruction to test.- The instruction to test may be made verbally but shall be followed up in writing and describe the location of testing and the time-frame within which the test must be administered.

4.3.4 The relevant supervisor must order the ~~employee~~ member to stop work; must order the ~~employee~~ member to submit to a urine, and/or breath test to determine the presence of drugs or alcohol; and must note indicators of probable alcohol misuse and/or use of controlled substances.- The -Supervisor must also inform the members instructed to test that ~~he/she~~they have- the right to consult a representative of their choosing either before or after testing, but that -delay in- consultation -caused by the representatives unavailability before testing -is not grounds -for- delaying testing and that- refusal to test on that basis constitutes refusal to test.

4.3.5 Observations for ordering reasonable suspicion testing for alcohol must be made during, just preceding, or just after the period of the work-day that the member is required to ~~be in compliance with~~be following this Policy.

4.3.5 If a reasonable suspicion test for alcohol is not administered within two hours of the observation, a record must be prepared stating the reasons the test was not given. After eight hours have passed without the administration of a test, a supervisor must prepare a written document stating the reason why it was not given promptly~~,~~ and all attempts to give the test should be stopped.

4.3.6 The Supervisor shall contact the testing facility and notify them that a member will be enroute shortly. The Supervisor will provide the testing facility with his/her name, rank, and telephone number.

4.3.7 The Chief may designate someone other than his or her self as the District's "investigating authority", who shall be the only person other than the primary assistant to receive the test results.

4.2.8 Prior to transporting the suspected member to the testing facility, a Supervisor shall order the member to comply with the mandatory requirements of the upcoming process. The member **MUST** consent to the testing and be prepared to sign the consent form upon arrival at the testing facility. Failure to do so constitutes insubordination and a violation of this Policy.

- The member must conduct himself/herself in an acceptable, non-threatening, cooperative manner throughout the entire procedure.
- If tested "positive", the member **MUST** be removed from duty and sign an agreement to enter a District-approved detoxification and/or rehabilitation treatment program or Employee Assistance Program (EAP).
- If at any time during the procedure the suspected member~~/employee~~ becomes disorderly or his/her behavior negatively impacts ~~upon~~ the District, assistance from law enforcement may be summoned.
- The member's/employee's failure to comply with any instruction issued under this Policy shall be considered a violation of Policy and insubordination.

5. Return to Duty/Follow-up Testing

5.1. A covered member, except applicant, who has violated any of the prohibitions of this policy, must submit to a return-to-duty test before he/she may be returned to active duty. The test result must indicate an alcohol concentration of less than 0.02% or a verified negative result on a controlled substances test.

5.2. As a condition of continued employment, any member who is disciplined for the confirmed use of

other controlled substances, or for alcohol abuse, will be mandated to successfully complete a District-approved detoxification/ rehabilitation/ program/EAP (treatment).

5.3. Any member~~employee~~ mandated to complete treatment will be placed on special probationary status until successful completion of said program. During this special probationary period, the member~~employee~~ shall:

5.3.1. Faithfully comply with maintenance and therapeutic measures of the detoxification and/or rehabilitation program;

5.3.2. Remain drug/alcohol free and be subject to periodic testing without further reasonable cause;

5.3.3. Sign a return to duty (last chance) agreement.

5.4. Because studies have shown that the relapse rate is highest during the first year of recovery, the member must sign a Return-To-Duty agreement stipulating that the member~~employee~~ will be subject to announced and unannounced drug and alcohol tests, the frequency and duration of which will be determined by the District's Substance Abuse Professional (SAP), (however, a minimum of six (6) tests will be given during the first year unless more are specifically recommended by the SAP).

5.5. If recommended by the SAP, the m~~M~~ember will be permitted to return to duty during the after-care or during any other out-patient program, provided the member tests negative for drugs and alcohol in a Return-To-Duty test.

5.6. The ~~employee~~ member must successfully adhere to the terms and conditions of the rehabilitation and after-care programs. Any failure or refusal to satisfy any of the conditions and requirements set forth as part of follow up testing or a detoxification/rehabilitation program, or confirmed use of alcohol and/or drugs following completion of any required program, will be considered a violation of the Policy resulting in termination.

6. **Inability To Provide Sample**: If a member alleges that he/she cannot provide a sample after all inducing measures are taken, the member shall be immediately referred to Medical Review Officer (MRO) who shall be a physician on contract with the District to verify in writing that 1) a valid medical condition precludes provision of a sufficient sample or 2) the physician is unable to make a determination. In the former, the member shall suffer no consequences. Members who make knowingly false statements and representations to the District regarding their ability to provide a sample may be deemed to be in violation of the Policy.
~~If the latter, the member will be deemed to have refused testing.~~

7. Drugs For Which Testing Occurs:

Substance	Initial Screen	Confirmatory Test
Alcohol	Any Level	.01
~~THC~~Psychoactive THC Metabolites	20 ng/ml	10 ng/ml
Cocaine Metabolites	300 ng/ml	300 ng/ml
Opiate Metabolites	300 ng/ml	300 ng/ml
Amphetamines/Methamphetamines	300 ng/ml	300 ng/ml
Barbiturate	300 ng/ml	300 ng/ml
Benzodiazepine	300 ng/ml	300 ng/ml
Metaqualone	300 ng/ml	300 ng/ml
Methadone	300 ng/ml	300 ng/ml
Phencyclidine	75 ng/ml	25 ng/ml

This list is not intended as an exhaustive inventory of every drug for which the District reserves the right to test.- The selection of drugs will be based upon known abuses in the community and the ability of each drug to affect the member's/employee's performance.- The pharmacological development of new or exotic drugs may impact the District's current procedures and changes will be made as required or deemed necessary.

8. Cannabis Use

For the purposes of this Policy, the District strictly prohibits on the job use or on the job impairment by cannabis, which remains an illegal substance under federal law. This policy is not, however, intended to regulate off-the-job use of cannabis, provided that the member~~employee~~'s off-the-job use does not result in the member~~employee~~ being under the influence of, or impaired by, the use of cannabis while on the job.

The District thus does not take any adverse action against applicants or members~~employees~~ based on drug testing that detects only the presence of "non-psychoactive" cannabis metabolites, meaning metabolites that do not indicate active impairment, only that an applicant or employee has recently consumed cannabis.

~~7.~~9. Confidentiality

The District will treat all drug testing-records as confidential~~,~~ in accordance with state and federal laws. The District will not disclose the results of testing absent member~~employee~~ consent,~~ or~~ court order, or as

otherwise allowed by law.

* POLICY 6730 *

Ebbetts Pass Fire District	Policy: **5050**
Subject: **Accounting Procedures**	Effective Date: 05/19/92 Supersedes: N/A Review Date: 11/17/2020

01. The District shall maintain a secondary system of accounting independent of the County Auditor.

02. The District's accounting procedures shall include provisions for identifying and tracking all sources of income and expenditures.

03. The District shall conduct monthly reconciliations between records provided by the County Auditor's Office and the District's independent accounting system.

04. As directed, District staff shall provide financial reports and summaries to the Board of Directors.

05. The District shall maintain an accounting or inventory of all equipment, tools, ~~clothing~~, and vehicles that individually have an original cost of more than $~~5,000~~10,000.

06. The District shall contract to have an independent audit of financial records conducted at the conclusion of each fiscal year.

Ebbetts Pass Fire District	Policy: **5060**
Subject: **Expense Authorization**	Effective Date: 05/19/92 Supersedes: N/A Review Date: 11/17/2020

01. Without specific Board approval, individual Board members shall not expend District funds or otherwise financially obligate the District in an amount exceeding $600.00 within any given fiscal year.

02. Under such limitations and guidelines as established by the Board of Directors, authorization to make purchases, maintain equipment, and maintain facilities may be delegated to staff.

03. Under such guidelines as may be established by the Board, and only at such time as adequate revenues have been posted, the Fire Chief is authorized to purchase line items approved within the adopted budget.

04. After input from District administrative staff into the Calaveras County Auditor-Controller's payment system of applicable invoices that are ready for payment, the Board members may approve the payment of the batch and staff is then directed to forward the information to the Auditor-Controller's Office for check issuance on the District's behalf. Two Board member signatures are required for batch approval.

05. On behalf of the Board of Directors, the District's Finance and Audit Committee is authorized to review and sign District Authorization to pay.

06. Working on behalf of the Board of Directors, the Finance Committee is authorized to recommend inter-account transfers as may be needed to maintain adequate account balances during the fiscal year for review and action at the next Board meeting.

07. Transfers of unanticipated revenues, unencumbered reserves, and designated reserves into expenditure accounts shall have Board approval.

08. The Fire Chief is authorized to make non-budgeted purchases, and/or initiate repairs not to exceed $2,000.00, for emergency equipment lost, damaged, or otherwise needed to keep apparatus and emergency vehicles in a safe operational condition and shall notify one of the following: Board ~~Chairperson~~ President or, in their absence, the Secretary or, in their absence, a Finance Committee member, or in their absence, a Board member.

09. In the absence of the Fire Chief, the Duty Relief Officer or Shift Captain shall contact the Board ~~Chairperson~~ President or, in their absence, the Secretary or, in their absence, a Finance Committee member, or in their absence, a Board member, for approval of emergency purchases or repairs. The Board President~~Chairperson~~ is authorized to approve such repairs and expenditure as may be necessary to keep emergency equipment and vehicles in a safe,

operational condition.

10. Under limitations as established by the Board within Policy Series 5070, for the purpose of efficiency of maintaining ongoing daily operations, open-capped purchase order accounts at designated retail businesses may be authorized by the Board.

11. All purchases made for the District by staff shall be authorized by the Fire Chief and shall be in conformance with the approved District budget.

    EXCEPTIONS: Shift personnel are authorized to encumber open-capped District purchase orders at local retailers for items necessary to maintain ongoing daily operations.

    Without authorization from the Fire Chief, Duty Relief Officer, or Board, individual purchases made on open-capped purchase orders shall be limited to $100.00.

12. A petty cash fund shall be maintained in the District Office having a maximum balance-on-hand of $150.00.

13. Whenever employees or Directors of the District incur "out-of-pocket" expenses for items or services appropriately related to District business as verified by valid receipts, said expended cash shall be reimbursed upon request from the District's petty cash fund.

14. Reimbursements for valid "out-of-pocket" expenditures which exceed the amount available in the petty cash fund shall be reimbursed by issuing a ~~warrant~~ check from the appropriate expense account.

15. No personal checks shall be cashed from the petty cash fund.

16. While attending a District-~~-~~approved function, the District will reimburse for meals and other necessary expenses. The employee or director shall present receipts or other documentation ~~for reimbursement~~for reimbursement of travel expenses.

    16.1. EXCEPTION: It shall be the policy of the District that public funds shall not be used for the purchase of alcoholic beverages.

    16.2. Employees or directors shall be reimbursed for all legitimate expenses incurred in attending any meetings or in making any trips on official District business. Reimbursement for the cost of the use of a private vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Guidelines in effect at the time of the vehicle usage.

17. The Employee Reimbursement Report for the previous fiscal year shall be prepared and presented for Board's review each year in October. Per California Government Code §53065.50, each Special District, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any

reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars ($100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, one day lodging, transportation, or a registration fee paid to any district governing body employee or member. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.