

Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING **9:00 A.M. Tuesday, June 18, 2024** **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](https://us06web.zoom.us/j/84220511976) website and enter Meeting ID: 842 2051 1976 with passcode: 408839. 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/84220511976?pwd=pbOgeS2bBdNFz0fPrTxGYT9RjQvh7i.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.

MEMBERS OF THE BOARD

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

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: 05/21/24
 - 3.2. Acceptance of May 2024 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

June 18, 2024

5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. **Ground Emergency Medical Transportation Program (GEMT):** Audit for Fiscal Years 2018-20, 2019-20, and 2020-21 and Resulting Reimbursement of Overpayments
 - 5.2. **Public Provider Ground Emergency Medical Transportation Intergovernmental Transfer (PP-GEMT) Program to provide an Add-on Increase to the Medi-Cal Fee-for-Service Fee Schedule Rates of Eligible GEMT Services When Provided by Qualified Public Providers**
 - 5.3. **Foundation Search:** Proposal for Foundation Search Product to Enhance Agency Success
Securing Foundation Funding
 - 5.4. **Workplace Violence Prevention Plan (SB 553 Mandate)**
 - 5.5. **Notice of Rejection of Claim:** Regarding Vehicle Accident Occurring 6/6/2024
 - 5.6. **Policy 5060 - Expense Authorization:** Discussion and Possible Action Regarding Adding Director Stipend
 - 5.7. **County Of Calaveras Office of Auditor-Controller:** District Signature Authorization
 - 5.8. **Resolution No. 2024-4:** Resolution Establishing a New Amount for Checking Account for Payroll and Emergency Expenditures
 - 5.9. **Calaveras Health and Human Services Agency:** No-Cost Naloxone is Now Accessible Across Calaveras

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
May 21, 2024

SUBJECT TO APPROVAL

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

Directors present: Michael Barr
Denny Clemens
Jon Dashner
Scott McKinney
Pete Neal

District personnel present: Fire Chief Mike Johnson, Cheryl Howard
Rodney Hendrix, Pete Ryan, Bryn Buhler, Jim Eaves
Alex Baker, Kyle Salyer, Dalton Butow

Others present via Zoom Meeting: Erin Felby

Public present: Jon Vattuone
Lieutenant Commander Tim McCollister, CA Highway Patrol

2. **PUBLIC APPEARANCES/COMMENT** – Fire Chief Mike Johnson introduced LCDR Tim McCollister of the California Highway Patrol. LCDR McCollister then gave a brief history of his CHP work and information about the San Andreas office.
3. **CONSENT ITEMS**
Mr. Neal made a motion to approve Consent Items 3.1. and 3.2. Mr. McKinney seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).
4. **COMMITTEE REPORTS**
 - 4.1. **Finance Committee (Directors Dashner & Barr)**
Chief Johnson reported on the revenue received noting the 40% April Teeter allocation had been made.

4.2. Personnel/Safety Committee (Directors Dashner & McKinney)

Chief Johnson reported that Firefighter-Paramedic RJ Schulze had received a hire date with another fire district and noted that he was present during this meeting. The Board members congratulated him.

Battalion Chief Rodney Hendrix reported that he had sent out the announcement for the open position through FCTC again with applications due by June 30th and oral and skills testing set for July 11th. He hoped quality applicants would be available so that a list could be briefly established.

Chief Johnson reported that one employee remained off work due to knee surgery but there had been no injury this month for the District.

4.3. Fire Prevention Committee (Directors Clemens & Neal)

Chief Johnson reported that the committee had met and discussed the rebuild plans for Grizzly Station. He also noted that the Wildfire Prevention Day had gone well which counts for the Firewise accreditation for the area communities/subdivisions.

4.4. Apparatus/Equipment Committee (Directors McKinney & Neal)

Engineer-Paramedic Bryn Buhler reported that the remounted ambulance had arrived along with the old chassis for later rebuilding. Chief Johnson also reported that by the heat of summer, there would be two new ambulances operating in the District. Chief Johnson reported that the water tender had experienced a rear-end failure for which the repair price tag totaled an estimated \$15,000.

5. Scheduled Items

5.1. Citizen's Initiative Gann Limit

Chief Johnson reported that this opinion was good news for the District as receipt of the sales tax revenue would not require an election to approve the spending of that particular revenue.

5.2. Calaveras Public Power Agency: Voting Instructions

Mr. Clemens made a motion to vote for Mike Johnson, Ebbetts Pass Fire District, for the At-Large Board of Directors position at Calaveras Public Power Agency. Mr. Neal seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

5.3. Calaveras County Fire Marshal Program Update

Chief Johnson reported the current situation with the Calaveras County Fire Marshal Program.

5.4. California Health and Wellness: Request for Letter of Interest 2023 IGT

Mr. Neal made a motion to send the letter of interest and participate in next year's IGT program. Mr. Dashner seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

5.5. Fire Risk Management Services: Ballot for Board of Directors

After some discussion, Mr. Dashner made a motion to vote for Justin Yelinek of Amador Fire Protection District. Mr. Neal seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

6. **REPORTS**

6.1. Administrative Report

Chief Johnson reported the life vest locker had been opened and Battalion Chief Hendrix was planning to put up the station notification sign. He reported there had been a structure fire in Camp Connell. He noted that Helix had prepared the special use permit for Station 3 with the US Forest Service but there was no estimate as to when it would be issued.

6.2. Legislative Report

Chief Johnson reported there were many issues with the State's projected budget deficit but nothing as yet impacting special districts.

6.3. Administrative - EMS

Chief Johnson reported that Mountain Counties EMS Agency was in the process of implementing new ALS protocols.

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

7.1. Board Members

Mr. Neal announced that he would not run again for the EPFD Board of Directors. He noted his pride in the accomplishments of the District during his term.

7.2. Firefighters Association

Nick Landuyt thanked the Board members for their assistance during the stuffing for the annual fundraiser for the Association. He reported that \$1,700 had been received in the beginning week. He noted that the Association had also matched funds this year for the construction of the live fire training prop that the District had under way.

Nick Landuyt invited Board members to consider signing up for the few open spots during the Memorial Weekend Beer Booth. He also invited the Board members to the Association BBQ on June 2nd with planned pickle ball and corn hole games in addition to the food.

Jim Eaves reported that the Crescent Cove Landing Zone had undergone some repair and resealing with \$5,000 that had been spent by the Association.

7.3. Employees' Group

Battalion Chief Rodney Hendrix thanked the Board members for their work over the previous two years on the health and wellness program and working to overcome the issues involved.

7.4. Public Comments

None.

8. **ADJOURNMENT**

Mr. McKinney made a motion to adjourn. Mr. Clemens seconded; motion passed 5-0.
9:52 A.M.

Respectfully submitted,

Cheryl Howard
District Secretary

**County of Calaveras
General Ledger Summary
Balance Sheet Accounts
As of 5/31/2024**

Fund 2290 Ebbetts Pass Fire

<u>Object Code</u>	<u>Object Description</u>	<u>Balance</u>
<u>Assets</u>		
1006	Cash in Treasury	5,014,573.84
1007	Outstanding Checks	(1,315.16)
1016	Imprest Cash	40,000.00
Total Assets		\$5,053,258.68
<u>Liabilities</u>		
2009	Sales Tax Payable	407.29
2091	Accts Payable - Staledated Cks	5,192.26
Total Liabilities		\$5,599.55
<u>Fund Balance</u>		
3002	Fund Bal Unreserv/Undesign	5,788,109.02
3043	Reserve for Imprest Cash	40,000.00
Total Fund Balance		\$5,828,109.02
Year-to-Date Revenues		\$7,159,626.50
Year-to-Date Expenditures		\$7,940,076.39
Year-to-Date Transfers In		\$0.00
Year-to-Date Transfers Out		\$0.00
Year-to-Date Clearing Accounts		\$0.00
Total Fund Equity		\$5,047,659.13
Total Liabilities and Fund Equity		\$5,053,258.68

REVENUE ACCOUNT SUMMARY SHEET - May 2024

Fire Operations:	F		RECEIVED		% Received
ACCOUNT	No.	BUDGETED	Month	Year-To-Date	Year-To-Date
Property Tax - Current Secured	4010	2,650,054	0.00	2,611,686.67	99%
Administrative Fee (SB2557)	4013	(51,663)	0.00	(51,731.99)	100%
Unitary Tax	4015	74,857	0.00	75,339.02	101%
Supplemental Tax - Current Secured	4017	63,067	0.00	68,937.18	109%
Property Tax - Current Unsecured	4020	57,179	0.00	51,048.91	89%
Supplemental Tax - Current Unsecured	4027	2,937	0.00	1,991.96	68%
Prior Unsecured Taxes	4040	4,929	0.00	2,108.63	43%
Transient Occupancy Taxes	4072	61,200	0.00	58,418.94	95%
Interest	4300	5,000	0.00	97,452.88	
HOPTR	4463	22,397	3,031.86	20,212.40	90%
State Grant - OTS & RFC	4455	39,500	0.00	29,241.89	
Timber Tax	4465	-	1,569.29	1,934.44	
State Aid for Public Safety (Prop 172)	4472	32,500	0.00	26,366.83	
Federal Grant - AFG	4505	-	0.00	0.00	
Reimbursement - Personnel	4542	50,000	0.00	4,292.37	9%
Reimbursement - Equipment	4543	5,000	0.00	0.00	0%
Vital Records - Reports	4593		0.00	15.00	
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	-	7,405.00	14,980.00	
Gifts/Donations	4707	-	0.00	1,700.00	
Refund - Misc.	4708	-	195,621.00	199,736.13	
Other Revenue	4712	26,922	0.00	13,021.26	48%
Miscellaneous Revenue	4713	500	0.00	0.00	0%
Refunds - Insurance	4743	-	0.00	0.00	
CPPA - PGE Rate Credit	4724	-	0.00	1,273.00	
Total		3,054,879	207,627.15	3,228,025.52	106%

EMS/Paramedic Program			RECEIVED		% Received
ACCOUNT	No.	BUDGETED	Month	Year-To-Date	Year-To-Date
Special Tax	4077	362,578	0.00	343,804.05	95%
Special Tax - Sustain ALS	4077 S	420,032	0.00	0.00	0%
Refunds - Insurance	4743	-	0.00	0.00	
Total		782,610	0.00	343804.05	44%

Ambulance Program			RECEIVED		% Received
ACCOUNT	No.	BUDGETED	Month	Year-To-Date	Year-To-Date
Special Tax	4077	829,798	0.00	786,831.80	95%
Special Tax - Sustain ALS	4077 S	1,079,940	0.00	1,422,135.75	132%
Other Programs - State (GEMT)	4479	103,000	0.00	24,239.55	
Federal Grant - AFG	4505	28,600	0.00	0.00	0%
State Other Aid (IGT)	4580	700,000	406,524.39	406,524.39	58%
EMS Transport Revenue	4660	770,000	90,884.26	939,624.45	122%
Collections	4679	-	385.87	8,440.99	
Refunds - Insurance	4743	-	0.00	0.00	
Total		3,511,338	497,794.52	3,587,796.93	102%

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - MAY 2024

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-1.001	1,294,096	97,167.35	1,096,041.23	198,054.77	85%
Extra Hire	-1.002	10,000	430.76	3,199.49	6,800.51	32%
Extra Hire - Intern	-1.003	46,506	4,812.12	25,145.89	21,360.11	54%
ST/TF FF Payments	-1.004	50,000	0.00	9,325.61	40,674.39	19%
Volunteer FF Relief	-1.005	40,000	487.59	5,315.69	34,684.31	13%
Retirement-UAL	-1.049	677,646	0.00	674,782.10	2,863.90	100%
Retirement	-1.050	198,824	16,483.67	181,083.70	17,740.30	91%
Group Insurance	-1.055	290,770	18,018.67	245,863.13	44,906.87	85%
SERVICES & SUPPLIES	5111					
Safety Clothing	-1.111	51,190	1,441.55	22,493.37	28,696.63	44%
Safety Equipment	-1.115	6,000	111.51	628.67	5,371.33	10%
Communications-Radios	-1.121	9,560	22.77	6,104.47	3,455.53	64%
Communications-Phone	-1.124	16,000	854.92	6,549.48	9,450.52	41%
Food - Fire Line Meals	-1.131	640	0.00	468.67	171.33	73%
Housekeeping	-1.141	6,800	558.06	6,961.00	(161.00)	102%
Insurance-Prop/Liability	-1.151	55,160	0.00	55,160.00	-	100%
Insurance-Workers Comp	-1.153	92,000	0.00	91,892.22	107.78	100%
Maintenance-Apparatus	-1.181	59,000	7,928.97	60,079.80	(1,079.80)	102%
Maintenance-Utilities	-1.182	10,000	2,170.28	10,017.69	(17.69)	100%
Building Maintenance	-1.201	28,230	4,850.17	25,968.40	2,261.60	92%
Emergency Care/Rescue	-1.211	1,275	0.00	0.00	1,275.00	0%
Memberships	-1.221	9,525	0.00	9,600.00	(75.00)	101%
Office Expense	-1.241	14,982	1,179.68	13,806.82	1,175.18	92%
Office Expense-Postage	-1.243	1,000		423.77	576.23	42%
Office Expense-Copies	-1.245	690	0.00	572.81	117.19	83%
Professional Services	-1.271	33,000	0.00	4,989.16	28,010.84	15%
Small Tools/FF Equipment	-1.401	13,000	2,401.22	13,447.12	(447.12)	103%
Small Tools-Hose/SCBA	-1.402	10,600	0.00	5,248.85	5,351.15	50%
Special District Expense	-1.411	20,050	364.95	8,381.80	11,668.20	42%
SDE--Health Maintenance	-1.412	44,700	293.00	5,047.64	39,652.36	11%
Training	-1.422	12,500	1,230.09	16,080.44	(3,580.44)	129%
Travel/Education	-1.478	9,000	0.00	1,285.18	7,714.82	14%
Transportation Fuel	-1.480	27,700	1,837.92	17,549.11	10,150.89	63%
Utilities - Water/Sewer	-1.501	4,900	964.68	5,583.11	(683.11)	114%
Utilities - Electrical	-1.504	12,520	809.92	9,894.34	2,625.66	79%
Utilities - Propane	-1.505	14,280	942.68	10,828.90	3,451.10	76%
LAFCO Fee	5627	4,928	0.00	4,927.48	0.52	100%
FIXED ASSETS						
Building Fund: Structures	5640	263,698	0.00	211,697.22	52,000.78	80%
Equipment	5701	92,592	0.00	92,591.78	0.22	0%
Fire Operation Fund Totals		3,533,362	165,362.53	2,959,036.14	574,325.86	84%

CHECKS ISSUED LISTING - MAY 2024 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5001.1.001: SALARIES			
	28121, 28240 Payroll / Statutory Elective Withholding		\$87,019.42
	28121, 28240 Paychex Fee	employer cost	\$290.80
1143837, 1144293	PARS	EE withholding	\$342.84
	28122, 28241 EPFF Local #3581	dues and meals withholding	\$924.88
	25473 PERS	EE portion; ER paid EE portion	\$8,589.41
5001.1.002: EXTRA HIRE			
	28121, 28240 Payroll / Statutory Elective Withholding		\$401.07
1143837, 1144293	PARS	EE withholding	\$29.69
5001.1.003: EXTRA HIRE - SPECIAL			
	28121, 28240 Payroll / Statutory Elective Withholding		\$4,467.12
1143837, 1144293	PARS	EE withholding	\$345.00
5001.1.004: Expenditure: ST/TF Firefighter Payment			<i>none issued</i>
5001.1.005: Expenditure: Volunteer Firefighter Payment			
	1144755 PARS	trust admin fee	\$487.59
5001.1.049: RETIREMENT UAL PREPAYMENT & LOAN			<i>none issued</i>
5001.1.050: RETIREMENT (PERS)			
	28196 PERS	employer portion	\$16,483.67
5001.1.055: GROUP INSURANCE			
	28121, 28240 Supplemental Life Premium Withholding		-\$109.04
	Fire Risk Management Service: vision/dental/life ins premium		\$0.00
1144753	IAFF Health & Wellness Trust	medical insurance premium	\$17,193.71
1144754	LV FF Health & Welfare Trust	medical premium	\$934.00
5111.1.111: SAFETY CLOTHING			
	1144737 L N Curtis	pants	\$1,441.55
5111.1.115: SAFETY EQUIPMENT			
	1143910 US Bank	nameplates, headlamp, batt	\$111.51

CHECKS ISSUED LISTING - MAY 2024 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5111.1.121: COMMUNICATIONS: RADIOS			
1143909	UPS	ship items to Braun NW	\$22.77
5111.1.124: COMMUNICATIONS: TELEPHONE			
1143901	CalNET (AT&T)	Sta. 2&4: phone lines	\$47.18
1143903	Comcast	phone/internet	\$169.78
1143902	Verizon Wireless (Cell Co)		\$303.65
1144369	Comcast	phone/internet	\$194.31
1144757	Comcast	phone/internet	\$80.00
1144758	Fox Security	alarm monitoring	\$60.00
5111.1.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.1.141: HOUSEHOLD EXPENSE			
1143910	US Bank	vacuum	\$64.34
1144368	CA Waste Recovery	trash removal	\$133.20
1144371	Ebbetts Pass Lumber Co	broom, showerhead, light	\$57.74
1144756	Anchor Pest Control	pest control	\$120.00
1144763	Vestis (formerly Aramark)	coverall/rag service	\$182.78
5111.1.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>
5111.1.153: INSURANCE: WORKER'S COMPENSATION			<i>none issued</i>
5111.1.181: MAINTENANCE: APPARATUS			
1143908	Arnold Tire & Auto	U2102: mount tires; U1009: mou	\$390.00
1143907	Richard Lokey	U1009: annual service, BIT, purr	\$1,187.50
1143907	Richard Lokey	U1002: annual service, BIT, purr	\$1,187.50
1144364	Arnold Auto Supply	U2:fltr,llight,5:hobbs,9:oil,grease	\$473.95
1144373	Delta Truck Center	U2102: oil, ATF	\$659.86
1144370	East Bay Tire Co.	U2102: tire	\$618.81
1144374	Golden State EVS	U1005: gauges, terminals; U9: c	\$151.35
1144378	Richard Lokey	U2102: BIT, ann service, fuel pu	\$1,265.00
1144378	Richard Lokey	U3: replace brake; U5: deliver to	\$475.00
1144759	Richard Lokey	U2102: repair driveline; remove l	\$1,520.00
5111.1.182: MAINTENANCE: UTILITIES			
1143911	Arnold Automotive	U3021: oil/filter service	\$131.06
1143910	US Bank	U30 __: plow parts to change o	\$1,287.82
1144364	Arnold Auto Supply	U3022:ATF, filters; U19: filters	\$751.40

CHECKS ISSUED LISTING - MAY 2024 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5111.1.201: BUILDING & GROUNDS MAINTENANCE			
	1143905 Rodney Hendrix	reimb gate loop detector	\$178.40
	1143910 US Bank/GateCrafters	gate opener kit, keypad	\$2,635.46
JE	CA Tax Dept	accrued CSSST	\$167.72
	1144365 Alcal Glass & Supply	texture, box covers	\$31.05
	1144363 Alternative Energy	sta.1&2 heater system PM	\$612.08
	1144371 Ebbetts Pass Lumber Co	side gate opener repair/replace	\$25.46
	1144760 Modesto Overhead Door	repair overhead doors #3 & #5	\$1,200.00
5111.1.211: EMERGENCY CARE			<i>none issued</i>
5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS			
5111.1.241: OFFICE EXPENSE			
	1143910 US Bank	office supplies, paper	\$513.29
	1143910 US Bank	PCR laptop	\$664.57
	1144762 UPS	fee	\$1.82
5111.1.243: OFFICE EXPENSE: POSTAGE			
	JE Calaveras Co	checks postage	
5111.1.245: OFFICE EXPENSE: COPIES			<i>none issued</i>
5111.1.271: PROFESSIONAL SERVICES			<i>none issued</i>
5111.1.401: SMALL TOOLS/FF EQUIPMENT			
	1144364 Arnold Auto Supply	screwdrivers	\$14.99
	1144371 Ebbetts Pass Lumber Co	socket	\$15.00
	1144375 Golden West Industrial Supply	EV extinguishing blanket	\$2,371.23
5111.1.402: SMALL TOOLS: HOSE / SCBA			
5111.1.411: SPECIAL DISTRICT EXPENSE			
	1143910 US Bank: SAMBA	EPN program	\$41.45
	1143910 US Bank	Vial of Life containers	\$46.11
	1144371 Ebbetts Pass Lumber Co	Hyd Maint: paint	\$277.39
5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE			
	1143910 US Bank	titre draw for JV	\$293.00

CHECKS ISSUED LISTING - MAY 2024 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5111.1.422: TRAINING			
	1144366 CA Dept of FFP	SFM class fee: Inst 1	\$1,120.00
	1144371 Ebbetts Pass Lumber Co	fasteners for burn bldg	\$23.09
	1144761 Mountain Counties EMSA	EMT recert MSBarr	\$87.00
5111.1.478: TRAVEL/EDUCATION/TRAINING			
5111.1.480: TRANSPORTATION FUEL			
	1144372 Ebbetts Pass Gas Service	unleaded	\$449.70
	28261 Hunt & Sons, Inc	diesel	\$1,388.22
5111.1.501: UTILITIES: WATER/SEWER			
	1144367 CCWD	water/sewer	\$964.68
5111.1.504: UTILITIES: ELECTRICITY			
	JE CPPA	electricity	\$809.92
5111.1.505: UTILITIES: PROPANE			
	1145440 Ebbetts Pass Gas Service	propane	\$942.68
5640 F: STRUCTURES			<i>none issued</i>
5701 F: EQUIPMENT			<i>none issued</i>

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - May 2024

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-2.001	436,839	26,504.34	351,806.05	85,032.95	81%
Retirement-UAL	-2.049	316,479	0.00	316,477.97	1.03	100%
Retirement	-2.050	73,755	6,065.80	66,839.46	6,915.54	91%
Group Insurance	-2.055	113,512	7,889.44	100,266.35	13,245.65	88%
SERVICES & SUPPLIES	5111					
Safety Clothing	-2.111	2,775	360.39	3,175.36	(400.36)	114%
Safety Equipment	-2.115	1,000	90.47	219.76	780.24	22%
Communications-Radios	-2.121	1,440	0.00	609.91	830.09	42%
Communications-Phone	-2.124	2,000	178.73	1,568.62	431.38	78%
Food/Meals	-2.131	160	0.00	92.26	67.74	58%
Housekeeping	-2.141	1,700	63.82	1,631.70	68.30	96%
Insurance-Prop/Liability	-2.151	11,032	0.00	11,031.00	1.00	100%
Insurance-Workers Comp	-2.153	23,000	0.00	22,973.05	26.95	100%
Maintenance-Apparatus	-2.181	2,900	274.34	2,640.91	259.09	91%
Building & Grounds Maint.	-2.201	6,770	751.75	6,478.60	291.40	96%
Copier Maintenance	-2.245	175	0.00	55.54	119.46	32%
Professional Services	-2.271	2,200	0.00	1,247.29	952.71	57%
Special District Expense	-2.411	1,030	6.00	564.94	465.06	55%
SDE--Health Maintenance	-2.412	3,300	0.00	407.40	2,892.60	12%
Training	-2.422	4,000	0.00	3,318.05	681.95	83%
Travel/Education	-2.478	2,700	0.00	0.00	2,700.00	0%
Transportation Fuel	-2.480	7,200	0.00	7,200.00	-	100%
Utilities - Water/Sewer	-2.501	1,150	192.93	1,190.27	(40.27)	104%
Utilities - Electrical	-2.504	3,130	202.48	2,473.59	656.41	79%
Utilities - Propane	-2.505	3,590	235.67	2,643.49	946.51	74%
SPECIAL TAX HANDLING FEE	5411	3,626	0.00	3,619.38	6.62	100%
Engine Paramedic Program Totals		1,025,463	42,816.16	908,530.95	116,932.05	89%

CHECKS ISSUED LISTING - MAY 2024 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5001.2.001: SALARIES			
28121, 28240	Payroll / Statutory Elective Withholding / Paychex Fee		\$23,688.40
1143837, 1144293	PARS	EE withholding	\$0.00
28122, 28241	EPFF Local #3581	dues and meals withholding	\$424.70
25473	PERS	EE portion; ER paid EE portion	\$2,391.24
5001.2.049: RETIREMENT UAL PREPAYMENT & LOAN			<i>none issued</i>
5001.2.050: RETIREMENT (PERS)			
28196	PERS	employer portion	\$6,065.80
5001.2.055: GROUP INSURANCE			
28121, 28240	Supplemental Life Premium Withholding		-\$26.00
	Fire Risk Management Service: vision/dental/life ins premium		\$0.00
1144753	IAFF Health & Wellness Trust	medical insurance premium	\$7,915.44
5111.2.111: SAFETY CLOTHING			
1144737	L N Curtis	pants	\$360.39
5111.2.115: SAFETY EQUIPMENT			
1143910	US Bank	nameplates, headlamp, batt	\$27.88
1144737	L N Curtis	Survivair face cap assy	\$62.59
5111.2.121: COMMUNICATIONS: RADIOS			<i>none issued</i>
5111.2.124: COMMUNICATIONS: TELEPHONE			
1143901	CalNET (AT&T)	Sta. 2&4: phone lines	\$11.79
1143903	Comcast	phone/internet	\$42.45
1143902	Verizon Wireless (Cell Co)		\$75.91
1144369	Comcast	phone/internet	\$48.58
5111.2.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.2.141: HOUSEHOLD EXPENSE			
1143910	US Bank	vacuum	\$16.09
1144368	CA Waste Recovery	trash removal	\$33.30
1144371	Ebbetts Pass Lumber Co	broom, showerhead, light	\$14.43

CHECKS ISSUED LISTING - MAY 2024 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5111.2.151:	INSURANCE:	PROPERTY/LIABILITY	<i>none issued</i>
5111.2.153:	INSURANCE:	WORKER'S COMPENSATION	<i>none issued</i>
5111.2.181:	MAINTENANCE:	APPARATUS	
	1144374 Golden State EVS	U1005: gauges, terminals; U9: c	274.34
5111.2.201:	BUILDING & GROUNDS	MAINTENANCE	
	1143905 Rodney Hendrix	reimb gate loop detector	\$44.60
	1143910 US Bank/GateCrafters	gate opener kit, keypad	\$658.86
JE	CA Tax Dept	accrued CSSST	\$41.93
	1144371 Ebbetts Pass Lumber Co	side gate opener repair/replace	\$6.36
5111.2.245:	OFFICE EXPENSE:	COPIES	<i>none issued</i>
5111.2.271:	PROFESSIONAL SERVICES		<i>none issued</i>
5111.2.402:	SMALL TOOLS:	HOSE / SCBA	<i>none issued</i>
5111.2.411:	SPECIAL DISTRICT EXPENSE		
	1143910 US Bank: SAMBA	EPN program	6.00
5111.2.412:	SPECIAL DISTRICT EXPENSE:	HEALTH MAINTENANCE	<i>none issued</i>
5111.2.422:	TRAINING		<i>none issued</i>
5111.2.478:	TRAVEL/EDUCATION/TRAINING		<i>none issued</i>
5111.2.480:	TRANSPORTATION FUEL		<i>none issued</i>
5111.2.501:	UTILITIES:	WATER/SEWER	
	1144367 CCWD	water/sewer	\$192.93
5111.2.504:	UTILITIES:	ELECTRICITY	
	JE CPPA	electricity	\$202.48
5111.2.505:	UTILITIES:	PROPANE	
	1145440 Ebbetts Pass Gas Service	propane	\$253.67
5411 P:	SPECIAL TAX HANDLING FEE		<i>none issued</i>

AMBULANCE PROGRAM ACCOUNT SUMMARY SHEET - May 2024

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-3.001	1,698,246	129,300.88	1,451,293.50	246,952.50	85%
Retirement-UAL	-3.049	572,397	0.00	514,445.01	57,951.99	90%
Retirement	-3.050	208,200	16,655.10	181,944.11	26,255.89	87%
Group Insurance	-3.055	478,632	32,788.62	409,494.88	69,137.12	86%
SERVICES & SUPPLIES	5111					
Safety Clothing	-3.111	13,860	5,953.35	14,179.58	(319.58)	102%
Safety Equipment	-3.115	2,250	139.39	2,174.83	75.17	97%
Communications-Radios	-3.121	4,200	0.00	3,882.63	317.37	92%
Communications-Phone	-3.124	10,000	1,033.63	7,983.11	2,016.89	80%
Food - Fire Line Meals	-3.131	800	0.00	622.10	177.90	78%
Housekeeping	-3.141	8,500	681.35	8,539.51	(39.51)	100%
Insurance-Prop/Liability	-3.151	44,128	0.00	44,128.00	-	100%
Insurance-Workers Comp	-3.153	115,000	0.00	114,865.28	134.72	100%
Maintenance-Ambulances	-3.183	31,250	0.00	19,254.97	11,995.03	62%
Building Maintenance	-3.201	40,150	5,570.84	25,770.89	14,379.11	64%
Emergency Care/Rescue	-3.211	43,080	2,018.94	39,899.53	3,180.47	93%
Memberships	-3.221	150	0.00	150.00	-	100%
Office Expense	-3.241	10,031	0.00	10,114.77	(83.77)	101%
Office Expense - Copies	-3.245	860	87.21	541.09	318.91	63%
Professional Services	-3.271	79,018	6,301.11	65,826.63	13,191.37	83%
Small Tools/FF Equipment	-3.401	9,350	0.00	6,146.16	3,203.84	66%
Special District Expense	-3.411	10,450	24.00	7,401.47	3,048.53	71%
SDE--Health Maintenance	-3.412	33,100	0.00	4,189.54	28,910.46	13%
SDE--Administrative Fee	-3.413	3,800	0.00	2,979.52	820.48	78%
Training	-3.422	12,000	4,106.00	17,134.54	(5,134.54)	143%
Travel/Education	-3.478	4,500	0.00	4,096.51	403.49	91%
Transportation Fuel	-3.480	32,000	1,216.31	23,865.07	8,134.93	75%
Utilities - Water/Sewer	-3.501	5,700	771.74	5,758.53	(58.53)	101%
Utilities - Electrical	-3.504	15,650	1,012.41	12,367.92	3,282.08	79%
Utilities - Propane	-3.505	18,850	1,178.35	12,962.62	5,887.38	69%
Bank Charges	5403 A	-	0.00	20.00	(20.00)	
SPECIAL TAX HANDLING FEE	5411	23,298	0.00	23,254.77	43.23	100%
SDE DHCS IGT Pull-Down Req.	5411		0.00	310,273.11	(310,273.11)	
REFUND OVERPAYMENT	5612	13,000	0.00	15,461.85	(2,461.85)	119%
Bad Debts (NSF checks)	5616	-	0.00	0.00	-	
FIXED ASSETS						
Building Fund: Structures	5640	-	0.00	0.00	-	
Equipment	5701	490,000	108,420.87	529,054.60	(39,054.60)	
Ambulance Program Totals		4,032,450	317,260.10	3,890,076.63	142,373.37	96%

CHECKS ISSUED LISTING - MAY 2024**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5001.3.001: SALARIES			
28121, 28240	Payroll / Statutory Elective Withholding / Paychex Fee		\$113,697.74
1143837, 1144293	PARS	EE withholding	\$0.00
28122, 28241	EPFF Local #3581	dues and meals withholding	\$2,250.42
25473	PERS	EE portion; ER paid EE portion	\$13,352.72
5001.3.049: RETIREMENT UAL PREPAYMENT & LOAN			<i>none issued</i>
5001.3.050: RETIREMENT (PERS)			
28196	PERS	Employer Portion	\$16,655.10
5001.3.055: GROUP INSURANCE			
28121, 28240	Supplemental Life Premium Withholding		-\$123.06
	Fire Risk Management Service: vision/dental/life ins premium		\$0.00
1144753	IAFF Health & Wellness Trust	medical insurance premium	\$32,911.68
5111.3.111: SAFETY CLOTHING			
1144737	L N Curtis	pants	\$1,801.94
1144737	L N Curtis	JBL turnouts	\$4,151.41
5111.3.115: SAFETY EQUIPMENT			
1143910	US Bank	nameplates, headlamp, batt	\$139.39
5111.3.121: COMMUNICATIONS: RADIOS			<i>none issued</i>
5111.3.124: COMMUNICATIONS: TELEPHONE			
1143901	CalNET (AT&T)	Sta. 2&4: phone lines	\$58.97
1143903	Comcast	phone/internet	\$212.23
1143902	Verizon Wireless (Cell Co)		\$379.56
1144369	Comcast	phone/internet	\$242.88
1144757	Comcast	phone/internet	\$79.99
1144758	Fox Security	alarm monitoring	\$60.00
5111.3.131: FOOD/FIRE LINE MEALS			<i>none issued</i>

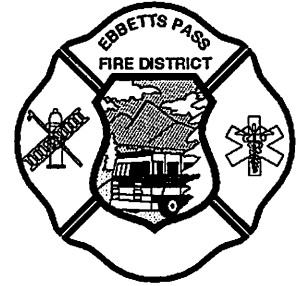
CHECKS ISSUED LISTING - MAY 2024**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5111.3.141: HOUSEHOLD EXPENSE			
	1143910 US Bank	vacuum	\$80.43
	1144364 Arnold Auto Supply	wires, duster	\$59.49
	1144368 CA Waste Recovery	trash removal	\$166.49
	1144371 Ebbetts Pass Lumber Co	broom, showerhead, light	\$72.17
	1144756 Anchor Pest Control	pest control	\$120.00
	1144763 Vestis (formerly Aramark)	coverall/rag service	\$182.77
5111.3.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>
5111.3.153: INSURANCE: WORKER'S COMPENSATION			<i>none issued</i>
5111.3.183: MAINTENANCE: AMBULANCES			<i>none issued</i>
5111.3.201: BUILDING & GROUNDS MAINTENANCE			
	1143905 Rodney Hendrix	reimb gate loop detector	\$222.99
	1143910 US Bank/GateCrafters	gate opener kit, keypad	\$3,294.32
JE	CA Tax Dept	accrued CSSST	\$209.64
	1144363 Alternative Energy	sta.1&2 heater system PM	\$612.07
	1144371 Ebbetts Pass Lumber Co	side gate opener repair/replace	\$31.82
	1144760 Modesto Overhead Door	repair overhead doors #3 & #5	\$1,200.00
5111.3.211: EMERGENCY CARE			
	1144362 Airgas	oxygen	\$759.56
	1144377 Life Assist	medical supplies	\$1,259.38
5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS			<i>none issued</i>
5111.3.241: OFFICE EXPENSE			<i>none issued</i>
5111.3.245: OFFICE EXPENSE - COPIES			
	1144379 Power Business Technology	copier maintenance	\$87.21
5111.3.271: PROFESSIONAL SERVICES			
	1144376 Helix Environmental Planning	environment planning for replace	\$886.25
	1144380 Wittman Enterprises, LLC	billing services	\$1,110.00
JE	Cal Co Sheriff's Office	amb dispatch fee 2023-24	\$266.28
JE	Cal Co Sheriff's Office	amb dispatch fee 2023-24	\$221.90
JE	Cal Co Sheriff's Office	amb dispatch fee 2023-24	\$1,508.92
JE	Cal Co Sheriff's Office	amb dispatch fee 2023-24	\$2,307.76
5111.3.401: SMALL TOOLS/FF EQUIPMENT			<i>none issued</i>

CHECKS ISSUED LISTING - MAY 2024**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5111.3.411: SPECIAL DISTRICT EXPENSE			
	1143910 US Bank: SAMBA	EPN program	\$24.00
5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE			
5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE			<i>none issued</i>
5111.3.422: TRAINING			
	1143910 US Bank - Sacto CSU paramedic school fee		\$4,106.00
5111.3.478: TRAVEL/EDUCATION/TRAINING			<i>none issued</i>
5111.3.480: TRANSPORTATION FUEL			
	28261 Hunt & Sons, Inc	diesel	\$1,058.56
	28260 EPFD: WEX Bank	diesel	\$157.75
5111.3.501: UTILITIES: WATER/SEWER			
	1144367 CCWD	water/sewer	\$774.74
5111.3.504: UTILITIES: ELECTRICITY			
	JE CPPA	electricity	\$1,012.41
5111.3.505: UTILITIES: PROPANE			
	1145440 Ebbetts Pass Gas Service	propane	\$1,178.35
5403 A: TREASURER'S ADMIN FEE			<i>none issued</i>
5411 A: SPECIAL TAX HANDLING FEE			<i>none issued</i>
5640 A: STRUCTURES			<i>none issued</i>
5701 A: EQUIPMENT			
	1144242 Braun NW Inc	(U3511) remount/refurb ambulance	\$108,420.87
5612 A: REFUNDS			<i>none issued</i>

Ebbetts Pass Fire District



TO: Board of Directors

DATE: 06/06/24

SUBJECT: **Ground Emergency Medical Transportation Program (GEMT)
Completion of Audit for Fiscal Years 2018-19, 2019-20, and 2020-21
and Resulting Reimbursement of Overpayments**

BACKGROUND

The District completed and submitted the GEMT cost reports and subsequently made an interim payment. Later the audit was completed and it was determined that the District was overpaid. See below for amounts:

<u>Fiscal Year</u>	<u>Payment Received</u>	<u>Amount Claimed/Paid</u>	<u>To Be Refunded Following Audit</u>	<u>Actual GEMT Received</u>
2018-19	12/05/22	\$39,315.38	(16,380.11)	\$22,935.27
2019-20	12/05/22	64,196.38	(24,424.17)	39,772.21
2020-21	05/23/23	56,705.55	<u>(24,066.06)</u>	<u>32,639.49</u>
			(\$64,870.34)	\$95,346.97

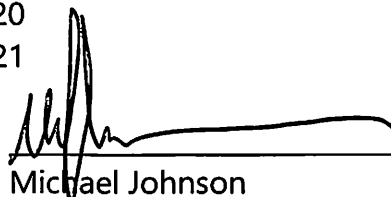
Fiscal Year 2022-23 (7/1/2022 – 12/31/2022) is yet to be audited. Amount Received in November was \$24,239.55.

RECOMMENDATION

Staff Recommendation: Budget the refund total in fiscal year 2024-25 and issue check in July which is within the 60 days required timeframe from 5/30/24.

ATTACHMENTS

GEMT Final Settlement fiscal year 2018-19
GEMT Final Settlement fiscal year 2019-20
GEMT Final Settlement fiscal year 2020-21



Michael Johnson
Fire Chief



CALIFORNIA DEPARTMENT OF
HEALTH CARE SERVICES

Michelle Baass | Director

05/30/2024

MIKE JOHNSON, FIRE CHIEF
EBBETTS PASS FIRE DISTRICT
PO BOX 66
ARNOLD, CA 95223

EBBETTS PASS FIRE DISTRICT
NATIONAL PROVIDER IDENTIFIER: 1184780181
FISCAL PERIOD ENDED JUNE 30, 2020
AUDIT ISSUED TO PROVIDER: 3/11/24

GROUND EMERGENCY MEDICAL TRANSPORTATION PROGRAM (GEMT)

The Department of Health Care Services audited the provider's GEMT Medi-Cal Cost Report for the above-referenced fiscal period. As a result of the audit, an overpayment was identified in the amount of **\$24,424.17**.

The final settlement amount includes reconciling the payment for the Affordable Care Act (ACA) transports as well as the Non-ACA transports. Please see Final Audited Adjusted Schedule 9 attached which shows final calculations.

To remit payment by check, please send funds to the below address. On the check, please indicate the check is for the "GEMT Supplemental Payment Program" to the address below within **60 days** of receipt of this letter:

Department of Health Care Services
Safety Net Financing Division
Attn: GEMT Program, Don Murray
1501 Capitol Avenue, MS 4504, Suite 72.320
Sacramento, CA 95814

To remit by wire transfer, please send two-day advance notice to GEMT@dhcs.ca.gov and then wire the full amount due to:

Laurel Heights Branch
3471 California St San Francisco, CA 94118

US Bank
For Credit to the Department of Health Care Services

MIKE JOHNSON
Page 2

ABA Number: 121122676
Account Number: 1-575-3926-4539
Reference: GEMT / 0890

Should you have any questions please contact us at GEMT@dhcs.ca.gov.

Digitally signed by Gina
Giannini
Date: 2024.05.02
10:49:23 -07'00'

Gina Giannini, Chief
Medi-Cal Supplemental Payment Section
Safety Net Financing Division
Department of Health Care Services

Ground Emergency Medical Transportation
 GEMT Supplemental Reimbursement Program
 SPA 09-024

Interim Supplemental Payment
Interim Supplemental Payment (CA-MMIS Transport # Adjustment)
Removal of Unallowable Billing/Accounting Costs
Interim Settlement
<input checked="" type="checkbox"/> Final Settlement

FINAL AUDITED ADJUSTED SCHEDULE 9*

PROVIDER LEGAL NAME	EBBETTS PASS FIRE DISTRICT
CLAIMING PERIOD	7/1/2019 - 6/30/2020
AUDITED COST REPORT ISSUE DATE	3/11/2024
AVERAGE COST PER TRANSPORT (from Line 9 of accepted cost report)	\$ 9,981.13

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 from Audited Cost Report	
1 Cost of MTS Services (from Sch.1 of the audit)	\$ 3,164,755
2 Indirect Cost Factor Based on MTS Services? (please use drop down box)	No
3 If no, please enter the cos basis for calculating Indirect Cost	\$0.00
4 Indirect Cost Factor	0.00%
5 Administration & General Allocation from Sch. 5 (A)	\$ 184,257
6 Administration & General to be Included	\$ 184,257
7 Grand Total of MTS Expense (Sum Lines 1 & 6)	\$3,349,012

Medi-Cal						
Managed Care	Fee For Service Non-ACA	Fee For Service ACA	Medi-Medi	Other		
8 Total Number of MTS Transports (from submitted cost report)	69	5	5	32	449	560

9 AUDITED Average Cost Per Transport (Audited Total/Line 8)	\$5,980.38
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ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS Non-ACA (FMAP is 50%)						
FFCRA Percentage Increase	0.0%		6.2%		Totals	SOURCE
	Qtr 1	Qtr 2	Qtr 3	Qtr 4		
10 Total No. of Medi-Cal Fee for Service GEMT Transports	1	3	-	1	5	CA-MMIS Report (Line 9 x Line 10)
11 Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$5,980.38	\$17,941.14	\$0.00	\$5,980.38	\$29,901.89	CA-MMIS Report (Line 9 x Line 10)
12 <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$(441.20)	\$(1,453.06)	\$-	\$(445.69)	\$(2,349.95)	CA-MMIS Report (Line 11 + Line 12)
13 Net Cost of Transports (CPE Amt.)	\$5,539.18	\$16,478.08	\$0.00	\$5,534.69	\$27,551.95	(Line 11 + Line 12)
14 Non Federal Share Reduction (Q3 & Q4 include FFCRA)	\$2,769.59	\$8,239.04	\$0.00	\$2,767.35	\$13,775.98	(Line 13 * 50%)
15 Net Federal Participation Amount (FFP Amt.) (50%)	\$0.00	\$0.00	\$0.00	\$343.15	\$343.15	(Line 13 * 6.2%)
16 FFCRA calculation (line 13 x FFCRA %)	\$0.00	\$0.00	\$0.00	\$343.15	\$343.15	(Line 13 * 6.2%)
17 Net Federal Participation Amount (50% + FFCRA %)	\$2,769.59	\$8,239.04	\$0.00	\$3,110.49	\$14,119.12	(Line 15 + Line 16)

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS ACA Optional Population (FMAP is 94% and 93%)						
ACA FFP Percentage	93%		90%		Totals	SOURCE
	Qtr 1	Qtr 2	Qtr 3	Qtr 4		
18 Total No. of Medi-Cal Fee for Service GEMT Transports	2	2	1	-	5	CA-MMIS Report (Line 9 x Line 16)
19 Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 16)	\$11,960.76	\$11,960.76	\$5,980.38	\$0.00	\$29,901.89	CA-MMIS Report (Line 9 x Line 16)
20 <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$(786.37)	\$(836.28)	\$(467.45)	\$-	\$(2,140.10)	CA-MMIS Report (Line 17 - Line 18)
21 Net Cost of Transports (CPE Amt.)	\$11,174.39	\$11,074.48	\$5,512.93	\$0.00	\$27,761.79	(Line 17 - Line 18)
22 Non Federal Share Reduction	\$782.21	\$775.21	\$551.29	\$0.00	\$2,108.71	(Line 13 = 0)
23 Net Federal Participation Amount (FFP Amt.)	\$10,392.18	\$10,299.27	\$4,961.64	\$0.00	\$25,653.09	(Line 13 = 100%)

Summary Check Figures	
Total Transports	10
Total Amount Paid	(4,900.05)
Total Due to Provider	\$39,772.21

FINAL SETTLEMENT NON-ACA											
	a	b	c	d	e	f	g	h	i	j	k
SFY Quarter	Non-ACA Transports from Interim Payment	Non-ACA Interim Payment CPE Amount	Non-ACA Final Settlement CPE Amount	Non-ACA Final Settlement CPE Difference (c-b)	Non-ACA Interim Payment FFP Paid	Final Audit 50% FFP Non-ACA	Final Reconciliation 50% FFP Non-ACA (f-g)	FFCRA Interim Payment FFP Paid	Final Audit 6.2% FFCRA	Final Reconciliation 6.2% FFCRA (i-h)	Total Reconciled Non-ACA (g+j)
25 Quarter 1	1	\$ 8,939.93	\$ 5,539.18	\$(3,400.75)	\$ 4,469.06	\$ 2,769.59	\$(1,700.37)	\$ -	\$ -	\$ -	\$(1,700.37)
26 Quarter 2	3	\$ 26,680.33	\$ 16,478.08	\$(10,202.25)	\$ 13,340.16	\$ 8,239.04	\$(5,101.12)	\$ -	\$ -	\$ -	\$(5,101.12)
27 Quarter 3	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28 Quarter 4	1	\$ 8,935.44	\$ 5,534.69	\$(3,400.75)	\$ 4,467.72	\$ 2,767.34	\$(1,700.38)	\$ 553.99	\$ 343.15	\$(210.84)	\$(1,911.22)
29 Totals	5	\$ 44,555.70	\$ 27,551.95	\$(17,003.75)	\$ 22,277.84	\$ 13,775.97	\$(8,501.87)	\$ 553.99	\$ 343.15	\$(210.84)	\$(6,712.71)

FINAL SETTLEMENT - ACA							
	l	m	n	o	p	q	r
SFY Quarter	ACA Transports from Interim Payment	ACA Interim Payment CPE Amount	ACA Final Settlement CPE Amount	ACA Final Settlement CPE Difference (n-k)	ACA Interim Payment FFP Paid	Final Settlement 100% FFP ACA	Final Settlement Reconciled 100% FFP ACA
30 Quarter 1	2	\$ 17,975.89	\$ 11,174.39	\$(6,801.50)	\$ 16,717.56	\$ 10,392.18	\$(6,325.40)
31 Quarter 2	2	\$ 17,875.98	\$ 11,074.48	\$(6,801.50)	\$ 16,624.66	\$ 10,299.27	\$(6,325.39)
32 Quarter 3	1	\$ 8,913.68	\$ 5,512.93	\$(3,400.75)	\$ 8,022.31	\$ 4,961.64	\$(3,060.67)
33 Quarter 4	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
34 Totals	5	\$ 44,765.55	\$ 27,761.80	\$(17,003.75)	\$ 41,364.55	\$ 25,653.09	\$(15,711.40)

Net Over/Under Payment: \$ (24,424.17)

Summary Check Figures	
Adjustment Verification Non-ACA	\$ 14,119.12 e+h+k
Adjustment Verification ACA	\$ 25,653.09 p+r
Adjustment Total	\$ 39,772.21
Total Due to Provider	\$ 39,772.21
Check Figure	\$ -



Michelle Baass | Director

05/30/2024

MIKE JOHNSON, FIRE CHIEF
EBBETTS PASS FIRE DISTRICT
PO BOX 66
ARNOLD, CA 95223

EBBETTS PASS FIRE DISTRICT
NATIONAL PROVIDER IDENTIFIER: 1184780181
FISCAL PERIOD ENDED JUNE 30, 2019
AUDIT ISSUED TO PROVIDER: 3/11/24

GROUND EMERGENCY MEDICAL TRANSPORTATION PROGRAM (GEMT)

The Department of Health Care Services audited the provider's GEMT Medi-Cal Cost Report for the above-referenced fiscal period. As a result of the audit, an overpayment was identified in the amount of **\$16,380.11**.

The final settlement amount includes reconciling the payment for the Affordable Care Act (ACA) transports as well as the Non-ACA transports. Please see Final Audited Adjusted Schedule 9 attached which shows final calculations.

To remit payment by check, please send funds to the below address. On the check, please indicate the check is for the "GEMT Supplemental Payment Program" to the address below within **60 days** of receipt of this letter:

Department of Health Care Services
Safety Net Financing Division
Attn: GEMT Program, Don Murray
1501 Capitol Avenue, MS 4504, Suite 72.320
Sacramento, CA 95814

To remit by wire transfer, please send two-day advance notice to GEMT@dhcs.ca.gov and then wire the full amount due to:

Laurel Heights Branch
3471 California St San Francisco, CA 94118

US Bank
For Credit to the Department of Health Care Services

MIKE JOHNSON

Page 2

ABA Number: 121122676
Account Number: 1-575-3926-4539
Reference: GEMT / 0890

Should you have any questions please contact us at GEMT@dhcs.ca.gov.

Digitally signed by Gina
Giannini
Date: 2024.05.02
10:57:18 -07'00'

Gina Giannini, Chief
Medi-Cal Supplemental Payment Section
Safety Net Financing Division
Department of Health Care Services

Ground Emergency Medical Transportation
 GEMT Supplemental Reimbursement Program
 SPA 09-024

Interim Supplemental Payment
Interim Supplemental Payment (CA-MMIS Transport # Adjustment)
Removal of Unallowable Billing/Accounting Costs
Interim Settlement
<input checked="" type="checkbox"/> Final Settlement

FINAL AUDITED ADJUSTED SCHEDULE 9*

PROVIDER LEGAL NAME: EBBETTS PASS FIRE DISTRICT
 CLAIMING PERIOD: 7/1/2018 - 6/30/2019
 AUDITED COST REPORT ISSUE DATE: 3/11/2024
 AVERAGE COST PER TRANSPORT (from Line 9 of accepted cost report): \$ 7,907.13

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 from Audited Cost Report	
1. Cost of MTS Services (from audit report - Schedule 1)	\$ 2,903,991
2. Indirect Cost Factor Based on MTS Services? (please use drop down box)	No
3. If no, please enter the cos basis for calculating Indirect Cost	\$0.00
4. Indirect Cost Factor	0.00%
5. Administration & General Allocation from Sch. 5 (A)	\$ 150,184
6. Administration & General to be Included	\$150,184
7. Grand Total of MTS Expense (Sum Lines 1 & 6)	\$3,054,175

Medi-Cal				
Managed Care	Fee For Service Non-ACA	Fee For Service ACA	Medi-Medi	Other
68	0	4	50	623

8. Total Number of MTS Transports (from audited cost report)	638
9. AUDITED Average Cost Per Transport (Audited Total/Line 8)	\$4,787.11

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS Non-ACA (FMAP is 50%)						
	Qtr 1 07/01 - 09/30	Qtr 2 10/01 - 12/31	Qtr 3 01/01 - 03/31	Qtr 4 04/01 - 06/30	Totals	SOURCE
10. Total No. of Medi-Cal Fee for Service GEMT Transports	1	1	1	1	3	CA-MMIS Report (Line 9 x Line 10)
11. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$0.00	\$4787.11	\$4,787.11	\$4,787.11	\$14,361.32	(Line 9 x Line 10)
12. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$ -	\$ 26,271.55	\$ (594.56)	\$ (528.76)	\$ (1,549.54)	CA-MMIS Report (Line 11 + Line 12)
13. Net Cost of Transports (CPE Amt.)	\$0.00	\$4,360.89	\$4,192.55	\$4,258.35	\$12,811.79	(Line 11 - Line 12)
14. Non Federal Share	\$0.00	\$2,180.44	\$2,096.28	\$2,129.17	\$6,405.91	(Line 13 * 50%)
15. Net Federal Participation Amount (FFP Amt.) (50%)	\$0.00	\$2,180.44	\$2,096.27	\$2,129.17	\$6,405.88	(Line 13 * 50%)

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS ACA Optional Population (FMAP is 94% and 93%)						
	Qtr 1 7/01 - 9/30 94%	Qtr 2 10/01 - 12/31 94%	Qtr 3 1/01 - 3/31 93%	Qtr 4 4/01 - 6/30 93%	Totals	SOURCE
16. Total No. of Medi-Cal Fee for Service GEMT Transports	1	1	1	1	4	CA-MMIS Report (Line 9 x Line 10)
17. Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$4,787.11	\$5,742.22	\$0.00	\$4,787.11	\$19,148.43	(Line 9 x Line 10)
18. <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$ (386.52)	\$ 783.96	\$ -	\$ (386.07)	\$ (1,516.63)	CA-MMIS Report (Line 17 - Line 18)
19. Net Cost of Transports (CPE Amt.)	\$4,400.49	\$5,780.33	\$0.00	\$4,451.04	\$17,631.80	(Line 17 - Line 18)
20. Non Federal Share	\$284.03	\$526.33	\$0.00	\$311.57	\$1,102.42	(Line 13 = 0)
21. Net Federal Participation Amount (FFP Amt.)	\$4,136.46	\$5,253.99	\$0.00	\$4,139.47	\$16,529.39	(Line 13 = 100%)

Summary Check Figures	
Total Transports	7
Total Amount Paid	(3,065.17)
Total Due to Provider	22,935.27

FINAL SETTLEMENT - NON-ACA									
	a	b	c	d	e	f	g	h	i
SFY Quarter	Non-ACA Transports from Interim Payment	Non-ACA Interim Payment CPE Amount	Non-ACA Interim Settlement CPE Difference	Non-ACA Final Settlement CPE Amount	Non-ACA Final Settlement CPE Difference d-(b+c)	Non-ACA Interim Payment FFP Paid	Non-ACA Interim Settlement FFP Paid	Final Settlement 50% FFP Non-ACA	Final Settlement Reconciled 50% FFP Non-ACA h-(f+g)
22. Quarter 1	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23. Quarter 2	1	\$ 7,480.91	\$ -	\$ 4,360.89	\$ (3,120.02)	\$ 3,740.45	\$ -	\$ 2,180.44	\$ (1,560.01)
24. Quarter 3	1	\$ 7,312.57	\$ -	\$ 4,192.55	\$ (3,120.02)	\$ 3,654.28	\$ -	\$ 2,096.27	\$ (1,560.01)
25. Quarter 4	1	\$ 7,378.37	\$ -	\$ 4,258.35	\$ (3,120.02)	\$ 3,689.16	\$ -	\$ 2,129.17	\$ (1,560.01)
26. Totals	3	\$ 22,171.85	\$ -	\$ 12,811.79	\$ (9,360.09)	\$ 11,085.91	\$ -	\$ 6,405.88	\$ (4,880.03)

FINAL SETTLEMENT - ACA									
	j	k	l	m	n	o	p	q	r
SFY Quarter	ACA Transports from Interim Payment	ACA Interim Payment CPE Amount	ACA Interim Settlement CPE Difference	ACA Final Settlement CPE Amount	ACA Final Settlement CPE Difference m-(k+l)	ACA Interim Payment FFP Paid	ACA Interim Settlement FFP Paid	Final Settlement 100% FFP ACA	Final Settlement Reconciled 100% FFP ACA q-(o+p)
27. Quarter 1	1	\$ 7,520.51	\$ -	\$ 4,400.49	\$ (3,120.02)	\$ 7,069.28	\$ -	\$ 4,136.46	\$ (2,932.82)
28. Quarter 2	2	\$ 15,020.32	\$ -	\$ 8,780.28	\$ (6,240.04)	\$ 14,119.10	\$ -	\$ 8,253.46	\$ (5,865.64)
29. Quarter 3	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30. Quarter 4	1	\$ 7,571.06	\$ -	\$ 4,451.04	\$ (3,120.02)	\$ 7,041.09	\$ -	\$ 4,139.47	\$ (2,901.62)
31. Totals	4	\$ 30,111.89	\$ -	\$ 17,631.81	\$ (12,480.08)	\$ 28,229.47	\$ -	\$ 16,529.39	\$ (11,700.08)

Net Over/Under Payment: \$ (16,380.11)

Summary Check Figures	
Adjustment Verification Non-ACA	\$ 6,405.88 (f+g)
Adjustment Verification ACA	\$ 16,529.39 (o+p+r)
Adjustment Total	\$ 22,935.27
Total Due to Provider	\$ 22,935.27
Check Figure	\$ -



Michelle Baass | Director

05/30/2024

MIKE JOHNSON, FIRE CHIEF
EBBETTS PASS FIRE DISTRICT
PO BOX 66
ARNOLD, CA 95223

EBBETTS PASS FIRE DISTRICT
NATIONAL PROVIDER IDENTIFIER: 1184780181
FISCAL PERIOD ENDED JUNE 30, 2021
AUDIT ISSUED TO PROVIDER: 3/11/24

GROUND EMERGENCY MEDICAL TRANSPORTATION PROGRAM (GEMT)

The Department of Health Care Services audited the provider's GEMT Medi-Cal Cost Report for the above-referenced fiscal period. As a result of the audit, an overpayment was identified in the amount of **\$24,066.06**.

The final settlement amount includes reconciling the payment for the Affordable Care Act (ACA) transports as well as the Non-ACA transports. Please see Final Audited Adjusted Schedule 9 attached which shows final calculations.

To remit payment by check, please send funds to the below address. On the check, please indicate the check is for the "GEMT Supplemental Payment Program" to the address below within **60 days** of receipt of this letter:

Department of Health Care Services
Safety Net Financing Division
Attn: GEMT Program, Don Murray
1501 Capitol Avenue, MS 4504, Suite 72.320
Sacramento, CA 95814

To remit by wire transfer, please send two-day advance notice to GEMT@dhcs.ca.gov and then wire the full amount due to:

Laurel Heights Branch
3471 California St San Francisco, CA 94118

US Bank
For Credit to the Department of Health Care Services

MIKE JOHNSON

Page 2

ABA Number: 121122676
Account Number: 1-575-3926-4539
Reference: GEMT / 0890

Should you have any questions please contact us at GEMT@dhcs.ca.gov.

Digitally signed by Gina
Giannini
Date: 2024.05.02
10:45:16 -07'00'

Gina Giannini, Chief
Medi-Cal Supplemental Payment Section
Safety Net Financing Division
Department of Health Care Services

Ground Emergency Medical Transportation

GEMT Supplemental Reimbursement Program
SPA 09-024

Interim Supplemental Payment	
Interim Supplemental Payment (CA-MMIS Transport # Adjustment)	
Removal of Unallowable Billing/Accounting Costs	
Interim Settlement	
<input checked="" type="checkbox"/> Final Settlement	

FINAL AUDITED ADJUSTED SCHEDULE 9*

PROVIDER LEGAL NAME	EBBETTS PASS FIRE DISTRICT
CLAIMING PERIOD	7/1/2020 - 6/30/2021
AUDITED COST REPORT ISSUE DATE	3/11/2024
AVERAGE COST PER TRANSPORT (from Line 9 of accepted cost report)	\$ 9,971.45

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 from Audited Cost Report	
1 Cost of MTS Services (from Sch.1 of the audit)	\$ 3,598,904
2 Indirect Cost Factor Based on MTS Services? (please use drop down box)	No
3 If no, please enter the cos basis for calculating Indirect Cost	\$0.00
4 Indirect Cost Factor	0.00%
5 Administration & General Allocation from Sch. 5 (A)	\$ 193,484
6 Administration & General to be Included	\$ 193,484
7 Grand Total of MTS Expense (Sum Lines 1 & 6)	\$ 3,792,388

Medi-Cal					
Managed Care	Fee For Service Non-ACA	Fee For Service ACA	Medi-Medi	Other	
73	1	6	28	531	639

9 AUDITED Average Cost Per Transport (Audited Total/Line 8)	\$ 9,971.45
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ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS Non-ACA (FMAP is 50%)						
FFCRA Percentage Increase	6.2%		6.2%		Totals	SOURCE
	Qtr 1	Qtr 2	Qtr 3	Qtr 4		
10 Total No. of Medi-Cal Fee for Service GEMT Transports	1	1	1	1	4	CA-MMIS Report (Line 9 x Line 10)
11 Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$0.00	\$5,934.88	\$0.00	\$0.00	\$5,934.88	CA-MMIS Report (Line 9 x Line 10)
21 <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$ -	\$ (440.08)	\$ -	\$ -	\$ (440.08)	CA-MMIS Report (Line 11 + Line 12)
13 Net Cost of Transports (CPE Amt.)	\$0.00	\$5,494.80	\$0.00	\$0.00	\$5,494.80	(Line 11 + Line 12)
14 Non Federal Share Reduction (Q3 & Q4 include FFCRA)	\$0.00	\$2,747.40	\$0.00	\$0.00	\$2,747.40	(Line 13 * 50%)
15 Net Federal Participation Amount (FFP Amt.) (50%)	\$0.00	\$2,747.40	\$0.00	\$0.00	\$2,747.40	(Line 13 * 6.2%)
16 FFCRA calculation (line 13 x FFCRA %)	\$0.00	\$340.67	\$0.00	\$0.00	\$340.67	(Line 15 + Line 16)
17 Net Federal Participation Amount (50% + FFCRA %)	\$0.00	\$3,088.07	\$0.00	\$0.00	\$3,088.07	

ADJUSTED SCHEDULE 9 Calculation of Medi-Cal Settlement - FFS ACA Optional Population (FMAP is 90%)						
ACA FFP Percentage	90%		90%		Totals	SOURCE
	Qtr 1	Qtr 2	Qtr 3	Qtr 4		
18 ACA FFP Percentage	2	2	2	2	8	CA-MMIS Report (Line 9 x Line 16)
19 Total No. of Medi-Cal Fee for Service GEMT Transports	2	2	2	2	8	CA-MMIS Report (Line 9 x Line 16)
20 Total Cost of Medi-Cal GEMT Transports (Line 9 x Line 10)	\$11,869.76	\$11,869.76	\$11,869.76	\$0.00	\$35,609.28	CA-MMIS Report (Line 17 - Line 18)
21 <Less: Amount Paid> (i.e. Medi-Cal FFS or Other Payments)	\$ (898.37)	\$ (967.83)	\$ (908.37)	\$ -	\$ (2,774.57)	CA-MMIS Report (Line 13 = 0)
22 Net Cost of Transports (CPE Amt.)	\$10,971.39	\$10,902.13	\$10,961.39	\$0.00	\$32,834.91	(Line 13 = 100%)
23 Non Federal Share Reduction	\$1,097.14	\$1,050.21	\$1,056.14	\$0.00	\$3,203.49	
24 Net Federal Participation Amount (FFP Amt.)	\$9,874.25	\$9,851.92	\$9,905.25	\$0.00	\$29,551.42	

Summary Check Figures	
Total Transports	7
Total Amount Paid	(3,214.45)
Total Due to Provider	\$32,639.49

FINAL SETTLEMENT - NON-ACA										
SFY Quarter	Non-ACA Transports from Interim Payment		Non-ACA Interim Payment CPE Amount		Non-ACA Final Settlement CPE Amount		Non-ACA Interim Payment FFP		Final Audit	
	a	b	c	d	e	f	g	h	i	k
25 Quarter 1	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26 Quarter 2	1	\$ 9,531.37	\$ 5,494.80	\$ (4,036.57)	\$ 4,765.68	\$ 2,747.40	\$ (2,018.28)	\$ 590.94	\$ 340.67	\$ (2,268.55)
27 Quarter 3	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28 Quarter 4	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29 Totals	1	\$ 9,531.37	\$ 5,494.80	\$ (4,036.57)	\$ 4,765.68	\$ 2,747.40	\$ (2,018.28)	\$ 590.94	\$ 340.67	\$ (2,268.55)

FINAL SETTLEMENT - ACA						
SFY Quarter	ACA Transports from Interim Payment		ACA Interim Payment CPE Amount		ACA Final Settlement CPE Amount	
	l	m	n	o	p	r
30 Quarter 1	2	\$ 19,044.54	\$ 10,971.39	\$ (8,073.15)	\$ 17,140.09	\$ 9,874.25
31 Quarter 2	2	\$ 18,975.28	\$ 10,902.13	\$ (8,073.15)	\$ 17,077.75	\$ 9,851.92
32 Quarter 3	2	\$ 19,034.54	\$ 10,961.39	\$ (8,073.15)	\$ 17,131.09	\$ 9,905.25
33 Quarter 4	0	\$ -	\$ -	\$ -	\$ -	\$ -
34 Totals	6	\$ 57,054.36	\$ 32,834.91	\$ (24,219.45)	\$ 51,348.93	\$ 29,551.42

Net Over/Under Payment: \$ (24,066.06)

Summary Check Figures	
Adjustment Verification Non-ACA	\$ 3,088.07 e+h+k
Adjustment Verification ACA	\$ 29,551.42 p+r
Adjustment Total	\$ 32,639.49
Total Due to Provider	\$ 32,639.49
Check Figure	\$ -

Ebbetts Pass Fire District



TO: Board of Directors

DATE: 06/06/24

SUBJECT: **Public Provider Ground Emergency Medical Transportation Intergovernmental Transfer (PP-GEMT) Program to Provide an Add-on Increase to the Medi-Cal Fee-for-Service Fee Schedule Rates for Eligible GEMT Services When Provided by Qualified Public Providers**

BACKGROUND

In January 2023 with the closure of the QAF program, the PPGEMT began with amounts being returned to the District for Medi-Cal billable transports. In order to receive these payments, the District submitted checks three times within 2023 and starting in 2024 the District submits checks quarterly. AB1705 started this system of offsetting governmental entity costs for providing these transports without continued filing of GEMT annually with the subsequent audit and calculation of under- or over- payments.

Attached is a compilation of the amount received by the District along with the amount paid from the District. The District has benefited from the program which is show by the \$54,928 received in 2023 and the 17,195 received to date in 2024.

RECOMMENDATION

Ongoing participation as a ground transportation provider to Medi-Cal patients.

ATTACHMENTS

2023 and 2024 Receipts with Offsetting payments

A handwritten signature in black ink, appearing to read "Michael Johnson", is written over a horizontal line.

Michael Johnson
Fire Chief

Mike Johnson

From: Justin Fiddler – FoundationSearch
Sent: Thursday, June 6, 2024 9:35 AM
To:
Subject: Foundation Search - Ebbetts Pass Fire District

Hi Mike,

It was great meeting with you last month. Attached is a Proposal of Services for review. If possible I would suggest a quick meeting for your Board Members. This is really the only way for them to fully understand how Foundation Search works and can be done in less than 15 minutes.

Our Sale for June:

5 years FS \$9995

3 years FS \$7995

2 years FS \$6995

1 year FS \$4995

Let me know if you have any questions or if we can schedule a meeting with your team.

Regards,

Justin Fiddler

Engagement Director

Metasoft Systems Inc.

300-353 Water Street

Vancouver, BC V6B 1B8

Direct 206 210 6119

Toll Free 1 888 638 2763 ext 186

www.foundationsearch.com

www.foundationsearch.ca

The Source for Funding Information

Read what our clients are saying about FoundationSearch...



Ebbetts Pass Fire District



WORKPLACE VIOLENCE PREVENTION PLAN for GENERAL INDUSTRY (NON-HEALTHCARE SETTINGS)

Overview and directions for using the model plan

Who is this model plan for?

As a result of California Senate Bill 553 (SB 553), all employers that fall within the scope of California Labor Code (LC) 6401.7 and LC 6401.9, are required to establish, implement, and maintain an effective, written Workplace Violence Prevention Plan (WVPP) no later than July 1, 2024.

Employers with workplaces covered by California Code of Regulations (CCR), Title 8, section 3342 Violence Prevention in Health Care should not use this model program, but instead implement the requirements of section 3342.

What does the model plan include?

Employers are not required to use this model WVPP. They may create their own, use another WVPP template, or incorporate workplace violence prevention into their existing Injury and Illness Prevention Program (IIPP) as a separate section. Cal/OSHA requires employers to engage with employees in developing and implementing their WVPP. This model plan is intended to help employers develop a separate, stand-alone Workplace Violence Prevention Plan (WVPP). It was written for a broad spectrum of employers, and it may not match your establishment's exact needs. However, it provides the essential framework to identify, evaluate, and control workplace violence hazards.

Use of this model program does not ensure compliance with LC section 6401.9. Employers are liable for any violations of LC section 6401.9 regardless of use of this model program.

How to put the model program to use?

Proper use of this model program requires the employer to identify and ensure that the person or person(s) responsible for implementing the plan:

- Review the full requirements of LC sections 6401.7 and 6401.9.
- Review the requirements for each of the WVPP elements found in this model plan, ensure workplace violence concerns are incorporated, fill in the appropriate blank spaces/instructions in red font enclosed in brackets, and check those items that are applicable to their workplace
- Read <https://www.dir.ca.gov/dosh/Workplace-Violence.html> for additional guidance.
- Obtain the active involvement of employees and their authorized employee representatives in developing and implementing the plan.
- Make the plan available and easily accessible to affected employees, authorized employee representatives, and representatives of Cal/OSHA at all times.

Ebbetts Pass Fire District



Cal/OSHA Publications Unit

February 2024

Ebbetts Pass Fire District



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WORKPLACE VIOLENCE PREVENTION PROGRAM for Ebbetts Pass Fire District

Our establishment's Workplace Violence Prevention Plan (WVPP) addresses the hazards known to be associated with the four types of workplace violence as defined by Labor Code (LC) section 6401.9.

DEFINITIONS

Emergency - Unanticipated circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.

Engineering controls - An aspect of the built space or a device that removes a hazard from the workplace or creates a barrier between the employee and the hazard.

Log - The violent incident log required by LC section 6401.9.

Plan - The workplace violence prevention plan required by LC section 6401.9.

Serious injury or illness - Any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.

Threat of violence - Any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Ebbetts Pass Fire District



Workplace violence - Any act of violence or threat of violence that occurs in a place of employment.

Workplace violence includes, but is not limited to, the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving a threat or use of a firearm or other dangerous weapon, including the use of common objects as weapons, regardless of whether the employee sustains an injury.
- The following four workplace violence types:

Type 1 violence - Workplace violence committed by a person who has no legitimate business at the worksite, and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.

Type 2 violence - Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.

Type 3 violence - Workplace violence against an employee by a present or former employee, supervisor, or manager.

Type 4 violence - Workplace violence committed in the workplace by a person who does not work there, but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

Work practice controls - Procedures and rules which are used to effectively reduce workplace violence hazards.

Ebbetts Pass Fire District



RESPONSIBILITY

The WVPP administrator, Mike Johnson, Fire Chief, has the authority and responsibility for implementing the provisions of this plan for Ebbetts Pass Fire District. If there are multiple persons responsible for the plan, their roles will be clearly described.

Example:

Responsible Persons	Job Title/Position	WVPP Responsibility(ies)	Phone #	Email
Mike Johnson	Fire Chief	Overall responsibility for the plan; Mike approves the final plan and any major changes.]	(209) 795-1646	firechief@epfd.org
Rodney Hendrix	Battalion Chief / District Safety Officer	Responsible for employee involvement and reporting; Rodney organizes safety inspections and handles any reports of workplace violence.	(209) 795-1646	r250hendrix@epfd.org
Matt O'Donnell	Battalion Chief / District Training Officer	Responsible for employee training; Matt conducts safety Meetings and updates training materials.	(209) 795-1646	modonnell@epfd.org

All managers and supervisors are responsible for implementing and maintaining the WVPP in their work areas and for answering employee questions about the WVPP.

EMPLOYEE ACTIVE INVOLVEMENT

Ebbetts Pass Fire District ensures the following policies and procedures to obtain the active involvement of employees and authorized employee representatives in developing and implementing the plan:

- Management will work with and allow employees and authorized employee representatives to participate in:
 - Identifying, evaluating, and determining corrective measures to prevent workplace violence.
 - Designing and implementing training
- Reporting and investigating workplace violence incidents. Management will ensure that all workplace violence policies and procedures within this written plan are clearly communicated and understood by all employees. Managers and supervisors will enforce the rules fairly and uniformly.
 - All employees will follow all workplace violence prevention plan directives, policies, and procedures, and assist in maintaining a safe work environment.
- The plan shall be always in effect and in all work areas and be specific to the hazards and corrective measures for each work area and operation.

EMPLOYEE COMPLIANCE

Our system to ensure that employees comply with the rules and work practices that are designed to make the

Ebbetts Pass Fire District



workplace more secure, and do not engage in threats or physical actions which create a security hazard for others in the workplace, include at a minimum:

- Training employees, supervisors, and managers in the provisions of Ebbetts Pass Fire District Workplace Violence Prevention Plan (WVPP)
- Effective procedures to ensure that supervisory and nonsupervisory employees comply with the WVPP.
- Provide retraining to employees whose safety performance is deficient with the WVPP.
- Recognizing employees who demonstrate safe work practices that promote the WVPP in the workplace by workplace acknowledgment.
- Discipline employees for failure to comply with the WVPP through Policy 6600

COMMUNICATION WITH EMPLOYEES

We recognize that open, two-way communication between our management team, staff, and other employees about workplace violence issues is essential to a safe and productive workplace. The following communication system is designed to facilitate a continuous flow of workplace violence prevention information between management and staff in a form that is readily understandable by all employees, and consists of one or more of the following:

- New employee orientation includes workplace violence prevention plan
- Workplace violence prevention training programs is provided within online vector solutions.
- Regularly scheduled meetings that address security issues and potential workplace violence hazards
- Effective communication between employees and supervisors about workplace violence prevention and violence concerns.
- Posted or distributed workplace violence prevention information.
- How employees can report a violent incident, threat, or other workplace violence concern to employer or law enforcement without fear of reprisal or adverse action.
- Employees will not be prevented from accessing their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety. Employees' concerns will be investigated in a timely manner and they will be informed of the results of the investigation and any corrective actions to be taken **COORDINATION WITH OTHER EMPLOYEES.**

Ebbetts Pass Fire District will implement the following effective procedures to coordinate implementation of its plan with other employers to ensure that those employers and employees understand their respective roles, as provided in the plan.

- All employees will be trained on workplace violence prevention.
- Workplace violence incidents involving any employee are reported, investigated, and recorded.
- At a multiemployer worksite, [name of employer] will ensure that if its employees experience workplace

Ebbetts Pass Fire District



violence incident that Ebbetts Pass Fire District will record the information in a violent incident log and shall also provide a copy of that log to controlling employer.

WORKPLACE VIOLENCE INCIDENT REPORTING PROCEDURE

Ebbetts Pass Fire District will implement the following effective procedures to ensure that:

- All threats or acts of workplace violence are reported to an employee's supervisor or manager, who will inform the WVPP administrator. This will be accomplished by written notification.

A strict non-retaliation policy is in place, and any instances of retaliation are dealt with swiftly and decisively.

EMERGENCY RESPONSE PROCEDURES

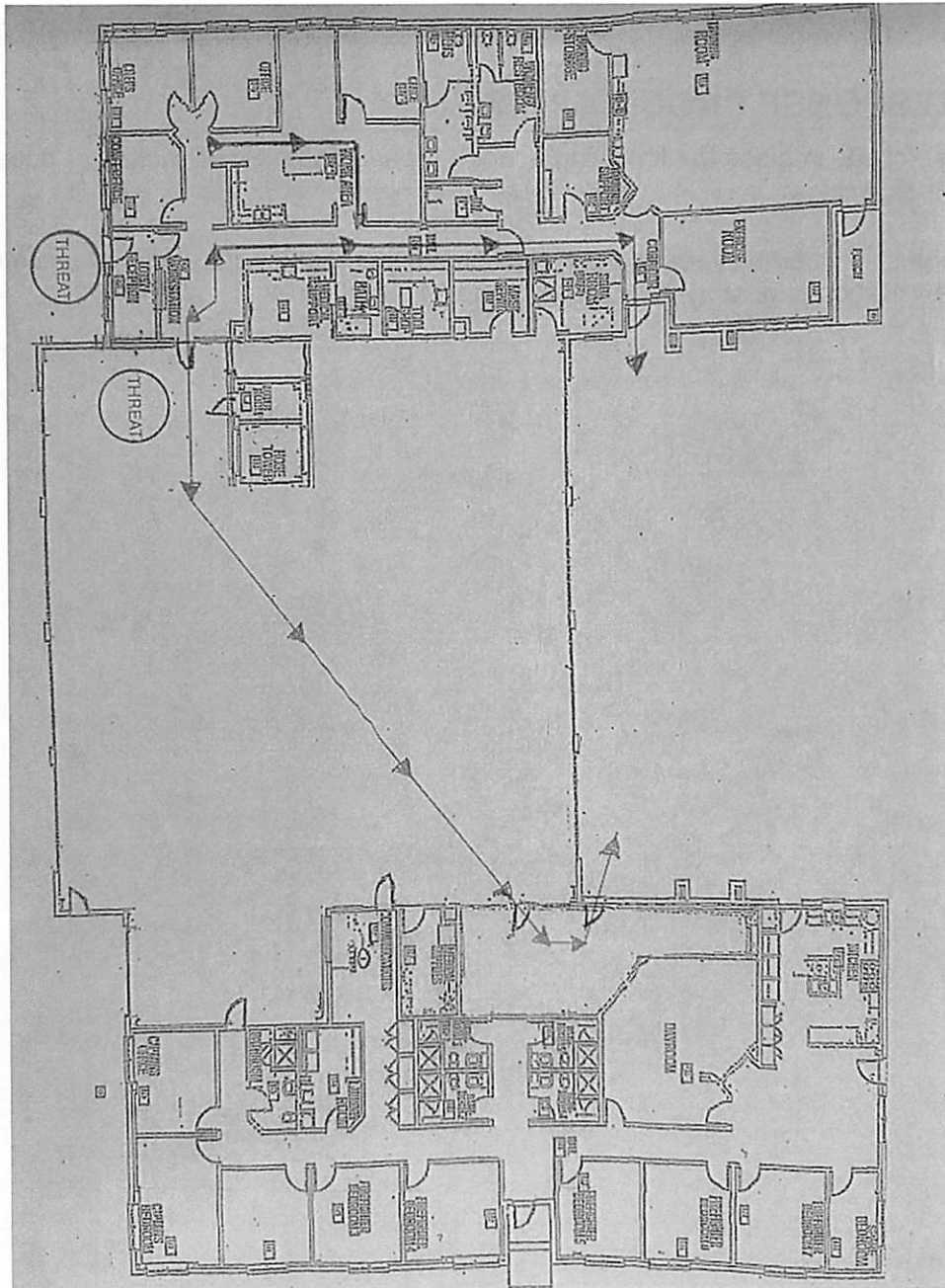
Ebbetts Pass Fire District has in place the following specific measures to handle actual or potential workplace violence emergencies:

- Effective means to alert employees of the presence, location, and nature of workplace violence emergencies by station paging system and activate 911 system.

Ebbetts Pass Fire District



- Ebbetts Pass Fire District evacuation or sheltering in place: EPFD administration staff will need to assess where the threat is coming from and evacuate the building accordingly. If the threat is from the Apparatus Bay (as identified as green on the attached map), follow the green route, away from the threat and down the hallway to the rear parking lot. If the threat is from the front Lobby (as identified as red on the attached map), follow the red route, away from the threat and across the Apparatus Bay to the rear parking lot. If the personnel are unable to move away from the threat and evacuate the building, staff may seek shelter within the locked Copier/Work Room. The Copier/Work Room doors will remain open with keyed handles locked throughout the workday. Staff can then secure themselves within the Copier/Work Room by shutting both access doors.



Ebbetts Pass Fire District



- How to obtain help from staff, security personnel, or law enforcement: If the administration staff feels intimidated by a member of the public or needs emergency assistance, they will page an all call over the phone system requesting "Brian Dickson to the front office". This will alert the on-duty crews to the emergency. If a threat is present, the administrative staff should dial 9-1-1 from any hard phone line that is available. If possible, staff can pass active information to the dispatcher. If the staff is unable to pass information to the dispatcher, 9-1-1 should be dialed and the phone left off the hook. If 9-1-1 dispatch was unable to be contacted prior to evacuation, 9-1-1 should be contacted by anyway possible once the employee is in a secure location. If EPFD on-duty staff has not already been notified, the caller should request dispatch to notify the Duty-Chief and crews of the situation.

In the event of an emergency, including a Workplace Violence Emergency, contact the following:

Responsible Persons	Job Title/Position	WVPP Responsibility(ies)	Phone #	Email
Rodney Hendrix	Battalion Chief / Safety Officer	Responsible for employee involvement and reporting; <i>Rodney organizes safety Inspections and handles any reports of workplace violence</i>	(209) 795-1646	r250hendrix@epfd.org

WORKPLACE VIOLENCE HAZARD IDENTIFICATION AND EVALUATION

The following policies and procedures are established and required to be conducted by Ebbetts Pass Fire District to ensure that workplace violence hazards are identified and evaluated:

- Inspections shall be conducted when the plan is first established, after each workplace violence incident, and whenever the employer is made aware of a new or previously unrecognized hazard.

Review all submitted/reported concerns of potential hazards: Mitigate and adjust the workplace violence prevention plan as needed.

Periodic Inspections

Periodic inspections of workplace violence hazards will identify unsafe conditions and work practices. This may require assessment for more than one type of workplace violence. Periodic Inspections shall be conducted as the safety officer feels necessary.

Periodic inspections to identify and evaluate workplace violence and hazards will be performed by the following designated personnel in the following areas of the workplace:

Inspections for workplace violence hazards include assessing:

Ebbetts Pass Fire District



- The exterior and interior of the workplace for its attractiveness to robbers.
- The need for violence surveillance measures, such as mirrors and cameras.
- Procedures for employee response during a robbery or other criminal act, including our policy prohibiting employees, who are not security guards, from confronting violent persons or persons committing a criminal act.
- Procedures for reporting suspicious persons or activities.
- Effective location and functioning of emergency buttons and alarms.
- Whether employees have access to a telephone with an outside line.
- Whether employees have effective escape routes from the workplace.
- Whether employees have a designated safe area where they can go to in an emergency.
- Adequacy of workplace security systems, such as door locks, entry codes or badge readers, security windows, physical barriers, and restraint systems.
- Frequency and severity of threatening or hostile situations that may lead to violent acts by persons who are service recipients of our establishment.
- Effectiveness of systems and procedures that warn others of actual or potential workplace violence danger or that summon assistance, e.g., alarms or panic buttons.
- The use of work practices such as the "buddy" system for specified emergency events.
- The availability of employee escape routes.
- How well our establishment's management and employees communicate with each other.
- Access to and freedom of movement within the workplace by non-employees, including recently discharged employees or persons with whom one of our employees is having a dispute.
- Frequency and severity of employees' reports of threats of physical or verbal abuse by managers, supervisors, or other employees.

WORKPLACE VIOLENCE HAZARD CORRECTION

Workplace violence hazards will be evaluated and corrected in a timely manner. Ebbetts Pass Fire District will implement the following effective procedures to correct workplace violence hazards that are identified:

- If an imminent workplace violence hazard exists that cannot be immediately abated without endangering employee(s), all exposed employee(s) will be removed from the situation except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition will be provided with the necessary protection.
- All corrective actions taken will be documented and dated on the appropriate forms.

Ebbetts Pass Fire District



- Corrective measures for workplace violence hazards will be specific to a given work area.

PROCEDURES FOR POST INCIDENT RESPONSE AND INVESTIGATION

After a workplace incident, the WVPP administrator or their designee will implement the following post-incident procedures:

- Visit the scene of an incident as soon as safe and practicable.
- Interview involved parties, such as employees, witnesses, law enforcement, and/or security personnel.
- Review security footage of existing security cameras if applicable.
- Examine the workplace for security risk factors associated with the incident, including any previous reports of inappropriate behavior by the perpetrator.
- Determine the cause of the incident.
- Take corrective action to prevent similar incidents from occurring.
- Record the findings and ensuring corrective actions are taken.
- Obtain any reports completed by law enforcement.
- The violent incident log will be used for every workplace violence incident and will include information, such as: [See attached Violent Incident Log]
 - The date, time, and location of the incident.
 - The workplace violence type or types involved in the incident.
 - A detailed description of the incident.
 - A classification of who committed the violence, including whether the perpetrator was a client or customer, family or friend of a client or customer, stranger with criminal intent, coworker, supervisor or manager, partner or spouse, parent or relative, or other perpetrator.
 - A classification of circumstances at the time of the incident, including, but not limited to, whether the employee was completing usual job duties, working in poorly lit areas, rushed, working during a low staffing level, isolated or alone, unable to get help or assistance, working in a community setting, or working in an unfamiliar or new location.
 - A classification of where the incident occurred, such as in the workplace, parking lot or other area outside the workplace, or other area.
 - The type of incident, including, but not limited to, whether it involved any of the following:
 - Physical attack without a weapon, including, but not limited to, biting, choking, grabbing, hair pulling, kicking, punching, slapping, pushing, pulling, scratching, or spitting.

Ebbetts Pass Fire District



- Attack with a weapon or object, including, but not limited to, a firearm, knife, or other object.
 - Threat of physical force or threat of the use of a weapon or other object.
 - Sexual assault or threat, including, but not limited to, rape, attempted rape, physical display, or unwanted verbal or physical sexual contact.
 - Animal attack.
 - Other.
- Consequences of the incident, including, but not limited to:
 - Whether security or law enforcement was contacted and their response.
 - Actions taken to protect employees from a continuing threat or from any other hazards identified as a result of the incident.
 - Information about the person completing the log, including their name, job title, and the date completed.
 - Reviewing all previous incidents.

Ensure that no personal identifying information is recorded or documented in the written investigation report. This includes information which would reveal identification of any person involved in a violent incident, such as the person's name, address, electronic mail address, telephone number, social security number, or other information that, alone or in combination with other publicly available information, reveals the person's identity.

TRAINING AND INSTRUCTION

All employees, including managers and supervisors, will have training and instruction on general and job-specific workplace violence practices. These sessions could involve presentations, discussions, and practical exercises. Training and instruction will be provided as follows:

- Ensure all employees understand and comply with the plan.
- Whenever a new or previously unrecognized workplace violence hazard has been identified and when changes are made to the plan. The additional training may be limited to addressing the new workplace violence hazard or changes to the plan.

Ebbetts Pass Fire District will provide its employees with training and instruction on the definitions found on page 1 of this plan and the requirements listed below:

- The employer's WVPP, how to obtain a copy of the employer's plan at no cost, and how to participate in development and implementation of the employer's plan.
- How to report workplace violence incidents or concerns to the employer or law enforcement without fear of reprisal.
- Workplace violence hazards specific to the employees' jobs, the corrective measures Ebbetts Pass Fire District has implemented, how to seek assistance to prevent or respond to violence, and strategies to

Ebbetts Pass Fire District



avoid physical harm.

- The violent incident log and how to obtain copies of records pertaining to hazard identification, evaluation and correction, training records, and violent incident logs.
- Strategies to avoid/prevent workplace violence and physical harm, such as:
 - How to recognize workplace violence hazards including the risk factors associated with the four types of workplace violence.
 - Ways to defuse hostile or threatening situations.
- How to recognize alerts, alarms, or other warnings about emergency conditions and how to use identified escape routes or locations for sheltering.
- Employee routes of escape.
- Emergency medical care provided in the event of any violent act upon an employee
- Post-event trauma counseling for employees desiring such assistance.

Note: *Employers must use training material appropriate in content and vocabulary to the educational level, literacy, and language of employees.*

EMPLOYEE ACCESS TO THE WRITTEN WVPP

Ebbetts Pass Fire District ensures that the WVPP plan shall be in writing and shall be available and easily accessible to employees, authorized employee representatives, and representatives of Cal/OSHA at all times. This will be accomplished by placing the document electronically on the Districts electronic library.

For Example:

- Whenever an employee or designated representative requests a copy of the written WVPP, we will provide the requester with a printed copy of the WVPP, unless the employee or designated representative agrees to receive an electronic copy.
- We will provide unobstructed access through a company server or website, which allows an employee to review, print, and email the current version of the written WVPP. Unobstructed access means that the employee, as part of their regular work duties, predictably and routinely uses the electronic means to communicate with management or co-employees.

RECORDKEEPING

Ebbetts Pass Fire District will:

- Create and maintain records of workplace violence hazard identification, evaluation, and correction, for a minimum of five (5) years.
- Create and maintain training records for a minimum of one (1) year and include the following:
 - Training dates.
 - Contents or a summary of the training sessions.

Ebbetts Pass Fire District



- Names and qualifications of persons conducting the training.
- Names and job titles of all persons attending the training sessions.
- Maintain violent incident logs for minimum of five (5) years.
- Maintain records of workplace violence incident investigations for a minimum of five (5) years.
 - The records shall not contain medical information per subdivision (j) of section 56.05 of the Civil Code.
- All records of workplace violence hazard identification, evaluation, and correction; training, incident logs and workplace violence incident investigations required by LC section 6401.9(f), shall be made available to Cal/OSHA upon request for examination and copying.

EMPLOYEE ACCESS TO RECORDS

The following records shall be made available to employees and their representatives, upon request and without cost, for examination and copying within **15 calendar days of a request**:

- Records of workplace violence hazard identification, evaluation, and correction.
- Training records.
- Violent incident logs.

REVIEW AND REVISION OF THE WVPP

The Ebbetts Pass Fire District WVPP will be reviewed for effectiveness:

- At least annually.
- When a deficiency is observed or becomes apparent.
- After a workplace violence incident.
- As needed.

Review and revision of the WVPP will include the procedures listed in the EMPLOYEE ACTIVE INVOLVEMENT section of this WVPP, as well as the following procedures to obtain the active involvement of employees and authorized employee representatives in reviewing the plan's effectiveness:

- Review of Ebbetts Pass Fire District WVPP should include, but is not limited to:
 - Review of incident investigations and the violent incident log.
 - Assessment of the effectiveness of security systems, including alarms, emergency response, and security personnel availability (if applicable).
- Review that violence risks are being properly identified, evaluated, and corrected. Any necessary revisions are made promptly and communicated to all employees. [These revisions could involve changes to procedures, updates to contact information, and additions to training materials.]

EMPLOYER REPORTING RESPONSIBILITIES

As required by California Code of Regulations (CCR), Title 8, Section 342(a). Reporting Work-Connected

Ebbetts Pass Fire District



Fatalities and Serious Injuries, Ebbetts Pass Fire District will immediately report to Cal/OSHA any serious injury or illness (as defined by CCR, Title 8, Section 330(h)), or death (including any due to Workplace Violence) of an employee occurring in a place of employment or in connection with any employment.

The Fire Chief, hereby authorize and ensure, the establishment, implementation, and maintenance of this written workplace violence prevention plan and the documents/forms within this written plan. I believe that these procedures will bring positive changes to the workflow, business operations, and overall health and safety as it relates to workplace violence prevention.

Mike Johnson, Fire Chief

6/31/2024

Violent Incident Log

This log must be used for every workplace violence incident that occurs in our workplace. At a minimum, it will include the information required by LC section 6401.9(d).

The information that is recorded will be based on:

- Information provided by the employees who experienced the incident of violence.
- Witness statements.
- All other investigation findings.

All information that personally identifies the individual(s) involve will be omitted from this log, such as:

- Names
- Addresses – physical and electronic
- Telephone numbers
- Social security number

Ebbetts Pass Fire District



Workplace violence committed by: For confidentiality, only include the classification of who committed the violence, including whether the perpetrator was a client or customer, family or friend of a client or customer, stranger with criminal intent, coworker, supervisor or manager, partner or spouse, parent or relative, or other perpetrator:

Circumstances at the time of the incident: write/type what was happening at the time of the incident, including, but not limited to, whether the employee was completing usual job duties, working in poorly lit areas, rushed, working during a low staffing level, isolated or alone, unable to get help or assistance, working in a community setting, or working in an unfamiliar or new location:

Where the incident occurred: Where the incident occurred, such as in the workplace, parking lot or other area outside the workplace, or other area:

Consequences of the incident, including, but not limited to:

- Whether security or law enforcement was contacted and their response.
- Actions taken to protect employees from a continuing threat or from any other hazards identified as a result of the incident.

[Include information on what the consequences of the incident were.]

- Were there any injuries? Yes or No. Please explain:

[Indicate here if there were any injuries, if so, provide description of the injuries]

Ebbetts Pass Fire District



- Were emergency medical responders other than law enforcement contacted, such as a Fire Department, Paramedics, On-site First-aid certified personnel? Yes or No. If yes, explain below:

Did the severity of the injuries require reporting to Cal/OSHA? If yes, document the date and time this was done, along with the name of the Cal/OSHA representative contacted.

A copy of this violent incident log needs to be provided to the employer. Indicate when it was provided and to whom.

This violent incident log was completed by:

Name of person completing this log: _____

Signature of person completing this log: _____

Date: _____

Ebbetts Pass Fire District



NOTICE OF REJECTION OF CLAIM (CA)

TO: Claimant Donovan Winters

C/O: Attorney(s) (if known) _____

Notice is hereby given that the communication purporting to be a claim

by Donovan Winters against the *Ebbetts Pass Fire District*

dated June 6, 2024, was rejected by the Fire District Board on June 18, 2024.

WARNING

Subject to certain exceptions, you have only six (6) months from the date this notice was personally delivered or deposited in the mail to file a court action in municipal or superior court of the State of California on this claim. See Government Code-Section 945.6. You may seek the advice of an attorney of your choice in connection with this matter. If you desire to consult an attorney, you should do so immediately. Also, refer to Government Code Section 945.3 in cases where criminal charges may be pending.

I, Cheryl Howard, Secretary, certify that the original of the above notice was deposited, postage prepaid, in the United States mail, certified return receipt requested, in California, on the 18th day of June, 2024. I declare under penalty that the foregoing is true and correct.

DATED at _____, California, _____

SIGNED: _____

Secretary to the Board, Ebbetts Pass Fire District

Ebbetts Pass Fire District	Policy: 5060
Subject: Expense Authorization	Effective Date: 05/19/92 Supersedes: N/A Review Date: 11/21/2023 Draft

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 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 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 is authorized to approve such repairs and expenditure as may be necessary to keep emergency equipment and vehicles in a safe, operational condition.

Ebbetts Pass Fire District	Policy: 5060
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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 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 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.

16.3. A Director Daily Stipend will be applied in the amount of \$300 for all events attended that are 6 hours or longer

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

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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.





Kathy Gomes
Auditor-Controller
(209) 754-6343

891 Mountain Ranch Rd.
San Andreas, CA 95249

MEMORANDUM

TO: Special Districts

FROM: Kathy Gomes – Auditor Controller

DATE: Friday, April 26, 2024 *Received 6/14/24*

SUBJ: March 2024 is closed

- March 2024 is now closed, and interest has posted.
- With year-end approaching, please review your budgets closely to ensure that you have sufficient resources to close out the year with positive cash.
- For Districts that are required to submit a recommended budget, please submit no later than 6/17/2024 to the County Auditor-Controller. *Submitted cjc*
- Annual signature forms are due **PRIOR** to July 1, 2024.

If you have any questions, feel free to contact us directly at (209) 754-6343.



COUNTY OF CALAVERAS
 OFFICE OF AUDITOR-CONTROLLER
 DISTRICT SIGNATURE AUTHORIZATION

The person(s) named below are approved to sign for

Ebbetts Pass Fire District

- | | <i>Claim
Transmittals</i> | <i>Transfers</i> |
|---|-------------------------------------|-------------------------------------|
| 1. Mike Barr
Name (Typed)

Signature | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Jon Dashner
Name (Typed)

Signature | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Denny Clemens
Name (Typed)

Signature | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. J. Scott McKinney
Name (Typed)

Signature | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. Pete Neal
Name (Typed)

Signature | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

 Board Member Signature Date
 Requires Resolution demonstrating Attestation

**EBBETTS PASS FIRE DISTRICT
RESOLUTION No. 2024-4**

**Resolution Establishing a New Amount for
Checking Account for Payroll and Emergency Expenditures**

WHEREAS the Ebbetts Pass Fire District has an established checking account for payroll and emergency expenditures;

WHEREAS the set amount of \$80,000 is no longer adequate to meet the needs of ongoing payroll runs;

WHEREAS it is anticipated with the passage of the sales tax Measure A for Calaveras fire agencies and the subsequent increase in the number of personnel, there will be additional funds needed in the imprest account;

THEREFORE, the Board of Directors of the Ebbetts Pass Fire District resolves to increase the check account at El Dorado Savings Bank by \$50,000 making the total of the petty cash revolving fund equal one hundred fifty thousand dollars (\$150,000.00)

Passed, Approved and Adopted this ____ day of ____, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President, Board of Directors

ATTEST:

Secretary, Board of Directors



Calaveras Health and Human Services Agency



Cori Allen, Director
Dr. René Ramirez, Health Officer

891 Mountain Ranch Road
San Andreas, CA 95249

- Adult Services
209-754-6452
- Behavioral Health
209-754-6525
- Calaveras-Mariposa
Community Action
Agency
209-754-6054
- Children's Services
209-754-6452
- Eligibility and
Employment
Services
209-754-6448
- First 5 Calaveras
209-754-6914
- Housing Programs
209-754-6325
- Public Authority
209-754-6544
- Public Health
209-754-6460
- Veterans Services
209-754-6910

Press Release FOR IMMEDIATE RELEASE

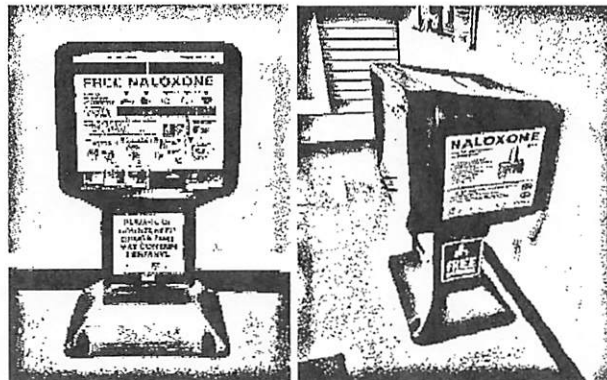
Date: June 7, 2024
 Contact: Calaveras Health and Human Services, Public Health Division
 Phone: (209) 754-6460

No-Cost Naloxone is Now Accessible Across Calaveras

Calaveras County Public Health is proud to announce the installation of six naloxone kiosks throughout Calaveras County. This initiative aims to increase access to live-saving medication and prevent opioid overdose deaths.

According to the California Department of Public Health, Calaveras County experienced at least 20 emergency department visits and 4 deaths related to opioid overdoses in 2022.

“By equipping community members with no-cost naloxone and knowledge about overdose prevention, we can save lives and offer hope to those struggling with addiction,” stated Calaveras County Health Officer Dr. Rene Ramirez.



The kiosks are conveniently located throughout the county to promote awareness and education about substance use prevention and resources. The kiosks can be found at the following sites:



Calaveras Health and Human Services Agency



Cori Allen, Director
Dr. René Ramirez, Health Officer

891 Mountain Ranch Road
San Andreas, CA 95249

Adult Services
209-754-6452

Behavioral Health
209-754-6525

**Calaveras-Mariposa
Community Action
Agency**
209-754-6054

Children's Services
209-754-6452

**Eligibility and
Employment
Services**
209-754-6448

First 5 Calaveras
209-754-6914

Housing Programs
209-754-6325

Public Authority
209-754-6544

Public Health
209-754-6460

Veterans Services
209-754-6910

- 1. Calaveras County Veteran's Office**
Jenny Lind Memorial Building
300 W. Daphne St. Valley Springs, CA 95252
(Monday, Tuesday, Wednesday, and Friday from 8:30 am-4:30 pm)
Closed weekends and holidays
- 2. The Resource Connection**
8085 Hwy.26, Suite G.
Mokelumne Hill, CA.95245
(Monday, Tuesday, Wednesday, and Thursday from 8:00 am-4:30 pm)
Closed Friday and weekends
- 3. West Point Outstation (Health and Human Servies Agency)**
429 Main Street #3 West Point CA.95255
(Tuesday and Thursday from 9:00 am- 3:00 pm)
Closed Monday, Wednesday, Friday, and weekends
- 4. Dignity Health Family Medical Center- Copperopolis CA**
430 Sawmill CRK Rd. Copperopolis CA 95228
(Monday, Tuesday, Wednesday, and Thursday from 7:00 am-5:30 pm)
Closed Friday, Saturday, and Sunday
- 5. Sierra Hope**
1168 Booster Way Angles Camp, CA 95222
(Monday, Tuesday, Wednesday, and Thursday from 9:00 am-5:00 pm)
Closed Friday, Saturday, and Sunday
- 6. Ebbetts Pass Fire District**
1037 Blagen Rd, Arnold CA 95223
(Monday through Friday from 8:00 am-5:00 pm)
Closed Saturday and Sunday

No-cost naloxone is also available at the following locations while supplies last:

- **Calaveras County Public Health**
 - 700 Mountain Ranch Road Suite C-2, San Andreas, CA 95249
 - (Monday through Friday from 8:30 am-4:30 pm)
 - Closed weekends and holidays
- **Calaveras County Health and Human Services**

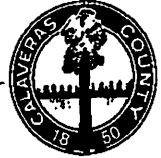
CALAVERAS COUNTY PUBLIC HEALTH
700 MOUNTAIN RANCH ROAD, SUITE C2 • SAN ANDREAS, CA 95249
209-754-6460 • Fax: 209-754-1709 • publichealth.calaverasgov.us



Calaveras Health and Human Services Agency

Cori Allen, Director
Dr. René Ramirez, Health Officer

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Veterans Services
209-754-8910

- 59 E St Charles Street, San Andreas, CA 95249
- (Monday through Friday from 8:30 am-4:30 pm)
- Closed weekends and holidays

- **Central Calaveras (Fire- Rescue) Protection District- Station 5**

- 11309 Sheep Ranch Road, CA 95246
- (Monday through Friday from 9:00 am- 5:00 pm)
- Closed Saturday and Sunday
- *****Please Call Before Visiting*****

Naloxone, also known as Narcan, works by rapidly reversing the effects of an opioid overdose. When given through a nasal spray, it can restore breathing and revive someone who has overdosed. In any situation where an overdose is suspected, call 911 immediately after giving naloxone. The effects of naloxone wear off after some time, and medical attention is necessary for safe recovery.

The new naloxone kiosks are available across the county starting Friday, June 7th, 2024.

To learn how to use naloxone visit the [California Department of Public Health](#) website. Find more overdose prevention information in the Substance Abuse and Mental Health Services Administration [Overdose Prevention and Response Toolkit](#).

[End]