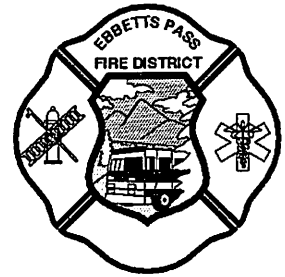


Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING

Via teleconference webinar

9:00 A.M. Tuesday, January 18, 2022
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) will be conducting our Board Meeting via teleconference until further notice.

To access the meeting please visit [zoom.us](https://us06web.zoom.us/j/88578252542) website and enter Meeting ID: 885 7825 2542 with passcode: 624304. 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/88578252542?pwd=R1lxTWWhNYXF5L0d1OVVJRjNJRit1UT09>

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

MEMBERS OF THE BOARD

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

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: 12/21/21
 - 3.2. Acceptance of December 2021 Checks Listings and Authorize to File for Audit

NOTICE OF REGULAR MEETING – continued

January 18, 2022

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)

5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. **Calaveras Fire Joint Powers Authority:** Memorandum of Understanding
 - 5.2. **Health Management Associates:** 2022 Rate Adjustments
 - 5.3. **Nicholson & Olson Public Accountants:** Proposed 3-Year Service Engagement Letter
 - 5.4. **Fire Agencies Insurance Risk Authority:** Employment Practice Liability – New Protocols
 - 5.5. **Letter from Byron Foster and Josie Wernecke:** Commendation of County Personnel for Rescue on December 30, 2021
 - 5.6. **Letter from Deanna Jakel:** Appreciation Letter
 - 5.7. **California Special Districts Association:** 2022 SDRMA Spring Education Day

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
December 21, 2021

SUBJECT TO APPROVAL

1. The meeting was called to order with proper social distancing among everyone and with accommodation for the public through the use of Zoom Meetings at 9:00 A.M. Board President Denny Clemens called the meeting to order and the Pledge of Allegiance was recited.

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

District personnel present: Fire Chief Mike Johnson
District Secretary Cheryl Howard
Battalion Chief Matt O'Donnell

Others present via Zoom Meeting: None
Media present: None

2. **PUBLIC APPEARANCES/COMMENT** - None

3. **CONSENT ITEMS**

Mr. McKinney made a motion to approve Consent Items 3.1 and 3.2. Mr. Neal seconded; motion passed 4-0 (AYES: Barr, Clemens, Neal, McKinney; ABSENT: Dashner).

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Dashner & Barr)

Chief Johnson noted the District was approaching the half-year mark with the Financial Summary from the Calaveras County Auditor's Office showing \$900,000. He reviewed the projected carryover at the end of the fiscal year with various reimbursements from grants and fires.

- 4.2. Personnel/Safety Committee (Directors Dashner & McKinney)
Chief Johnson reported there had been no injuries yet there had been staffing challenges. He also noted that the information would soon be input into the GovInvest for projection usage.
 - 4.3. Fire Prevention Committee (Directors Clemens & Neal)
Chief Johnson reported that some building plans had been sent and determined the property should be sprinklered and the new Cruzers had received its final fire inspection.
 - 4.4. Apparatus/Equipment Committee (Directors McKinney & Neal)
Chief Johnson reported briefly on the E435 repowering and on the installations of lights and radios in the newest UTV Ranger-Crew. He also reported that the new BC vehicle had been ordered and could arrive in February. Additionally, one ambulance was at Thompson's for warranty repair.
5. Scheduled Items
- 5.1. Industrial Disability Retirement: Consideration of Granting and Employee Industrial Disability Retirement – Closed Session, Government Code Section 54957
The Board members went into closed session to review and discuss the attorney findings.

Upon return to Open Session, Mr. McKinney made a motion to approve Resolution 2021-8: Resolution of the Board of Directors of the Ebbetts Pass Fire District Determining that Firefighter-Paramedic Dana K. Johnson is Entitled to an Industrial Disability Retirement. Mr. Barr seconded; motion passed 4-0 (AYES: Barr, Clemens, Neal, McKinney; ABSENT: Dashner).
 - 5.2. Calaveras Fire Joint Powers Authority: Consideration of Participating in a Countywide Fire Agency Purchase of a Mobile Air Trailer to Fill Self-Contained Breathing Apparatus Bottles
Chief Johnson explained the procedures for the use of the proposed unit and the grant application process and estimated the cost to be approximately \$17,000. Following some discussion, Mr. Neal made a motion to approve the District's participation in a countywide fire agency purchase of a mobile air trailer to fill SCBA bottles. Mr. Barr seconded; motion passed 4-0 (AYES: Barr, Clemens, Neal, McKinney; ABSENT: Dashner).
 - 5.3. Dept. of Health Care Services: GEMT Overpayment for Years 2011 and 2014
Chief Johnson reported on the invoice received from the DHCS for refunding the overpayment for years 2011 and 2014. He commented that the Board would be having to considering increasing the budget line item for refunds before the end of the fiscal year.

- 5.4. Nossaman LLP Attorneys At Law: 2022 Billing Rate Increase
Chief Johnson reported that this correspondence had been included for the Board's information.

6. **REPORTS**

- 6.1. Administrative Report
Chief Johnson noted his pleasure with the nice awards dinner at Sequoia Woods Country Club and thanked the Board for their work throughout the year.
- 6.2. Legislative Report
No report.
- 6.3. Administrative - EMS
Chief Johnson reported that he continued to track the transition of Mountain-Valley EMS Agency which should be completed on July 1, 2022.

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

- 7.1. Board Members
Mr. Barr noted the prompt and effective response by the District he had witnessed during a neighbor's emergency.
- 7.2. Firefighters Association
None
- 7.3. Employees' Group
None
- 7.4. Public Comments
None

8. **ADJOURNMENT**

Mr. McKinney made a motion to adjourn. Mr. Neal seconded; motion passed 4-0 (AYES: Barr, Clemens, Neal, McKinney; ABSENT: Dashner).
10:12 A.M.

Respectfully submitted,



Cheryl Howard
District Secretary

**County of Calaveras
General Ledger Summary
Balance Sheet Accounts
As of 12/31/2021**

Fund 2290 Ebbetts Pass Fire

| <u>Object Code</u> | <u>Object Description</u> | <u>Balance</u> |
|--|--------------------------------|-----------------------|
| <u>Assets</u> | | |
| 1006 | Cash in Treasury | 22900000 3,401,421.99 |
| 1007 | Outstanding Checks | 22900000 (13,561.42) |
| 1016 | Imprest Cash | 22900000 40,000.00 |
| Total Assets | | \$3,427,860.57 |
| | | |
| <u>Liabilities</u> | | |
| 2002 | Accounts Payable | 22900000 1,163.60 |
| 2002 | Accounts Payable | 22900010 (1,163.60) |
| 2009 | Sales Tax Payable | 22900010 308.63 |
| 2091 | Accts Payable - Staledated Cks | 22900010 8,166.69 |
| Total Liabilities | | \$8,475.32 |
| | | |
| <u>Fund Balance</u> | | |
| 3002 | Fund Bal Unreserv/Undesign | 22900000 3,425,624.75 |
| 3043 | Reserve for Imprest Cash | 22900000 40,000.00 |
| Total Fund Balance | | \$3,465,624.75 |
| | | |
| Year-to-Date Revenues | | \$3,607,999.47 |
| Year-to-Date Expenditures | | \$3,654,238.97 |
| Year-to-Date Transfers In | | \$0.00 |
| Year-to-Date Transfers Out | | \$0.00 |
| Year-to-Date Clearing Accounts | | \$0.00 |
| Total Fund Equity | | \$3,419,385.25 |
| Total Liabilities and Fund Equity | | \$3,427,860.57 |

REVENUE ACCOUNT SUMMARY SHEET - December 2021

| Fire Operations: | | F | BUDGETED | RECEIVED | Year-To-Date | % Received |
|--|------------|-----------|-----------------|-----------------|---------------------|---------------------|
| ACCOUNT | No. | | | Month | | Year-To-Date |
| Property Tax - Current Secured | 4010 | 2,272,844 | 1,260,510.63 | 1,260,510.63 | | 55% |
| Administrative Fee (SB2557) | 4013 | (42,506) | -18,437.19 | (18,437.19) | | 43% |
| Unitary Tax | 4015 | 55,156 | 28,871.94 | 28,871.94 | | 52% |
| Supplemental Tax - Current Secured | 4017 | 31,024 | 5,791.82 | 5,791.82 | | 19% |
| Property Tax - Current Unsecured | 4020 | 23,191 | 23,591.18 | 23,591.18 | | 102% |
| Supplemental Tax - Current Unsecured | 4027 | 2,269 | -321.62 | (321.62) | | -14% |
| Prior Unsecured Taxes | 4040 | 3,472 | 1,483.05 | 1,483.05 | | 43% |
| Transient Occupancy Taxes | 4072 | 45,650 | 0.00 | 0.00 | | 0% |
| Interest | 4300 | 5,000 | 0.00 | 0.00 | | |
| HOPTR | 4463 | 22,686 | 6,879.01 | 6,879.01 | | 30% |
| State Grant - OTS & RFC | 4455 | 126,000 | 1,870.44 | 21,505.49 | | |
| Timber Tax | 4465 | - | 0.00 | 0.00 | | |
| State Aid for Public Safety (Prop 172) | 4472 | 24,876 | 8,925.54 | 17,971.23 | | |
| Federal Grant - AFG | 4505 | 15,700 | 0.00 | 0.00 | | |
| Reimbursement - Personnel | 4542 | 50,000 | 66,497.73 | 89,304.87 | | 179% |
| Reimbursement - Equipment | 4543 | 5,000 | 6,493.50 | 6,493.50 | | 130% |
| 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 | - | 325.00 | 2,900.00 | | |
| Gifts/Donations | 4707 | - | 550.00 | 4,550.00 | | |
| Refund - Misc. | 4708 | - | 811.19 | 1,153.39 | | |
| Other Revenue | 4712 | 23,028 | 1,918.89 | 11,513.34 | | 50% |
| Miscellaneous Revenue | 4713 | 21,335 | 0.00 | 0.00 | | 0% |
| Refunds - Insurance | 4743 | - | 0.00 | 0.00 | | |
| Sale of Surplus Property | 4800 | - | 0.00 | 0.00 | | |
| Total | | 2,695,225 | 1,395,761.11 | 1,463,760.64 | | 54% |

| EMS/Paramedic Program | | No. | BUDGETED | RECEIVED | Year-To-Date | % Received |
|------------------------------|--------|------------|-----------------|-----------------|---------------------|---------------------|
| ACCOUNT | | | | Month | | Year-To-Date |
| Special Tax | 4077 | 362,500 | 199,287.28 | 199,287.28 | | 55% |
| Special Tax - Sustain ALS | 4077 S | 382,487 | 111,813.00 | 111,813.00 | | 29% |
| Refunds - Insurance | 4743 | - | 0.00 | 0.00 | | |
| Total | | 744,987 | 311100.28 | 311100.28 | | 42% |

| Station 3 AMBULANCE A | | No. | BUDGETED | RECEIVED | Year-To-Date | % Received |
|-------------------------------|--------|------------|-----------------|-----------------|---------------------|---------------------|
| ACCOUNT | | | | Month | | Year-To-Date |
| Special Tax | 4077 | 829,650 | 456,102.90 | 456,102.90 | | 55% |
| Special Tax - Sustain ALS | 4077 S | 997,193 | 646,652.19 | 646,652.19 | | 65% |
| Other Programs - State (GEMT) | 4479 | - | 0.00 | 0.00 | | |
| State Other Aid (IGT) | 4580 | 376,906 | 0.00 | 245,407.29 | | |
| EMS Transport Revenue | 4660 | 770,000 | 44,580.60 | 418,831.88 | | 54% |
| Collections | 4679 | - | 0.00 | 7,508.88 | | |
| Refunds - Insurance | 4743 | - | 0.00 | 18,913.59 | | |
| Total | | 2,973,749 | 1,147,335.69 | 1,793,416.73 | | 60% |

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - DEC 2021

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|-----------------------------------|----------------|------------------|-------------------|---------------------|---------------------|--------------------------|
| SALARIES & BENEFITS | 5001.1- | | | | | |
| Salaries/Wages | -001 | 1,112,455 | 85,175.10 | 525,677.75 | 586,777.25 | 47% |
| Extra Hire | -002 | 10,000 | 0.00 | 2,621.45 | 7,378.55 | 26% |
| Extra Hire - Intern | -003 | 46,506 | 195.66 | 3,757.29 | 42,748.71 | 8% |
| ST/TF FF Payments | -004 | 50,000 | 0.00 | 135,478.73 | (85,478.73) | 271% |
| Volunteer FF Relief | -005 | 40,000 | 468.66 | 3,277.48 | 36,722.52 | 8% |
| Retirement-UAL | -049 | 238,123 | 0.00 | 203,261.00 | 34,862.00 | 85% |
| Retirement | -050 | 270,000 | 12,409.58 | 192,299.57 | 77,700.43 | 71% |
| Group Insurance | -055 | 271,500 | 19,510.56 | 130,187.55 | 141,312.45 | 48% |
| Uniform Allowance | -062 | 3,600 | 0.00 | 1,400.00 | 2,200.00 | 39% |
| SERVICES & SUPPLIES | 5111.1- | | | | | |
| Safety Clothing | -111 | 10,000 | 0.00 | 642.62 | 9,357.38 | 6% |
| Safety Equipment | -115 | 6,000 | 0.00 | 121.87 | 5,878.13 | 2% |
| Communications-Radios | -121 | 9,100 | 0.00 | 1,002.68 | 8,097.32 | 11% |
| Communications-Phone | -124 | 15,000 | 997.93 | 6,423.97 | 8,576.03 | 43% |
| Food - Fire Line Meals | -131 | 1,200 | 81.73 | 562.69 | 637.31 | 47% |
| Housekeeping | -141 | 8,000 | 796.95 | 8,548.62 | (548.62) | 107% |
| Insurance-Prop/Liability | -151 | 28,148 | 0.00 | 28,148.00 | - | 100% |
| Insurance-Workers Comp | -153 | 30,000 | 0.00 | 26,861.88 | 3,138.12 | 90% |
| Maintenance-Apparatus | -181 | 59,000 | 14,049.61 | 35,285.00 | 23,715.00 | 60% |
| Maintenance-Utilities | -182 | 10,000 | 320.64 | 2,990.78 | 7,009.22 | 30% |
| Building Maintenance | -201 | 26,700 | 780.66 | 11,331.80 | 15,368.20 | 42% |
| Emergency Care/Rescue | -211 | 1,275 | 0.00 | 0.00 | 1,275.00 | 0% |
| Memberships | -221 | 8,015 | 7,615.00 | 8,250.00 | (235.00) | 103% |
| Office Expense | -241 | 12,050 | 82.54 | 1,571.35 | 10,478.65 | 13% |
| Office Expense-Postage | -243 | 1,000 | 18.56 | 188.80 | 811.20 | 19% |
| Office Expense-Copies | -245 | 1,500 | 0.00 | 666.12 | 833.88 | 44% |
| Professional Services | -271 | 33,000 | 4,014.00 | 4,014.00 | 28,986.00 | 12% |
| Small Tools/FF Equipment | -401 | 23,000 | 102,489.32 | 115,908.63 | (92,908.63) | 504% |
| Small Tools-Hose/SCBA | -402 | 9,000 | 0.00 | 1,121.84 | 7,878.16 | 12% |
| Special District Expense | -411 | 17,000 | 7,357.82 | 13,702.09 | 3,297.91 | 81% |
| SDE--Health Maintenance | -412 | 4,700 | 0.00 | 3,282.05 | 1,417.95 | 70% |
| Training | -422 | 12,500 | 0.00 | 1,230.28 | 11,269.72 | 10% |
| Travel/Education | -478 | 9,000 | 1,884.92 | 2,484.87 | 6,515.13 | 28% |
| Transportation Fuel | -480 | 20,000 | 1,147.27 | 8,847.51 | 11,152.49 | 44% |
| Utilities - Water/Sewer | -501 | 10,280 | 357.54 | 5,368.75 | 4,911.25 | 52% |
| Utilities - Electrical | -504 | 11,500 | 960.82 | 5,725.10 | 5,774.90 | 50% |
| Utilities - Propane | -505 | 20,000 | 932.61 | 3,225.85 | 16,774.15 | 16% |
| LAFCO Fee | 5627 | 3,180 | 0.00 | 3,212.61 | (32.61) | 101% |
| FIXED ASSETS | | | | | | |
| Building Fund: Structures | 5640 | 211,698 | 0.00 | 105,848.61 | 105,849.39 | 50% |
| Equipment | 5701 | 237,292 | 471.89 | 41,625.67 | 195,666.33 | 18% |
| Fire Operation Fund Totals | | 2,891,322 | 262,119.37 | 1,646,154.86 | 1,245,167.14 | 57% |

CHECKS ISSUED LISTING - DEC 2021 FIRE OPERATIONS

| Check No. | PAID TO | PURPOSE | AMOUNT |
|---|---|----------------------------|--------------------|
| 5001.1.001: SALARIES | | | |
| | 21342, 21450 Payroll / Statutory Elective Withholding | | 76,892.25 |
| | 21342, 21450 Paychex Fee | Employer Cost | 242.30 |
| 1108348, 1108875 | PARS | Employee Withholding | 104.24 |
| | 21343, 21451 EPFF Local #3581 | dues and meals withholding | 946.28 |
| | 21480 CalPERS | employee/employer | 6,990.03 |
| 5001.1.002: EXTRA HIRE | | | <i>none issued</i> |
| 5001.1.003: EXTRA HIRE - Interns | | | |
| | 21450 Payroll / Statutory Elective Withholding | | 182.16 |
| 1108875 | PARS | EE withholding | 13.50 |
| 5001.1.004: Expenditure: ST/TF Firefighter Payment | | | <i>none issued</i> |
| 5001.1.005: Expenditure: Volunteer Firefighter Payment | | | |
| 1109041 | PARS | Trust Administration | 468.66 |
| 5001.1.049: RETIREMENT UAL PREPAYMENT & LOAN | | | <i>none issued</i> |
| 5001.1.050: RETIREMENT (PERS) | | | |
| 21480 | CalPERS | Employer Portion | 12,409.58 |
| 5001.1.055: GROUP INSURANCE | | | |
| 21342, 21450 | Supplemental Life Premium Withholding | | -100.13 |
| 1109180 | FDAC-EBA | vis/den/life ins premium | 1,323.35 |
| 1109042 | SDRMA-Employee Benefit Service - medical premium | | 17,384.34 |
| 1109180 | LV FF Health & Welfare Trust | medical premium | 903.00 |
| 5001.1.062: UNIFORM ALLOWANCE | | | <i>none issued</i> |
| 5111.1.111: SAFETY CLOTHING | | | <i>none issued</i> |
| 5111.1.115: SAFETY EQUIPMENT | | | <i>none issued</i> |
| 5111.1.121: COMMUNICATIONS: RADIOS | | | <i>none issued</i> |

CHECKS ISSUED LISTING - DEC 2021 FIRE OPERATIONS

5111.1.124: COMMUNICATIONS: TELEPHONE

| | | |
|--------------------------|--------------------------------|--------|
| 1109044 AT&T | phone monthly charges | 193.12 |
| 1109048 Comcast | internet/phone monthly charges | 410.81 |
| 1109179 Comcast | internet/phone monthly charges | 141.76 |
| 1109177 Verizon Wireless | cell phone monthly charges | 252.24 |

5111.1.131: FOOD/FIRE LINE MEALS

| | | |
|-----------------|-----------------------------|-------|
| 1108560 US Bank | auditor meal, OES lunch mtg | 81.73 |
|-----------------|-----------------------------|-------|

5111.1.141: HOUSEHOLD EXPENSE

| | | |
|-----------------------------------|---------------------------|--------|
| 1108557 Ebbetts Pass Lumber Co. | bulbs, lamp, ballast, mat | 117.04 |
| 1108560 US Bank | air filters | 135.14 |
| 1109047 CA Waste Recovery | trash removal | 264.77 |
| 1109178 CISCO Fire Sprinklers Inc | fire ext servicing | 280.00 |

5111.1.151: INSURANCE: PROPERTY/LIABILITY

none issued

5111.1.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.1.181: MAINTENANCE: APPARATUS

| | | |
|---------------------------------|-----------------------------------|-----------|
| 1108556 Diesel Power Technology | U1005: Balance due on engine r | 10,400.11 |
| 1108558 Richard Lokey | U1006: reseal pump; U1003:disc | 3,495.62 |
| 1109043 Arnold Auto Supply | U6001: face imp, light; U5/2: coc | 89.55 |

5111.1.182: MAINTENANCE: UTILITIES

| | | |
|---------------------------------|-----------------------------------|--------|
| 1108557 Ebbetts Pass Lumber Co. | U6007: fasteners | 103.51 |
| 1109043 Arnold Auto Supply | U6007: terminals, bus, plug, wiri | 217.13 |

5111.1.201: BUILDING & GROUNDS MAINTENANCE

| | | |
|---------------------------------|---------------------------------|--------|
| 1108557 Ebbetts Pass Lumber Co. | fasteners, cover | 19.66 |
| 1109055 Modesto Overhead Door | service gate keypad; gate remot | 761.00 |

5111.1.211: EMERGENCY CARE

none issued

5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS

| | | |
|--------------|------------|----------|
| 1109046 CSDA | membership | 7,615.00 |
|--------------|------------|----------|

5111.1.241: OFFICE EXPENSE

| | | |
|-------------------|-------------------|-------|
| 1108560 U.S. Bank | F: paper, stamps, | 82.54 |
|-------------------|-------------------|-------|

CHECKS ISSUED LISTING - DEC 2021 FIRE OPERATIONS

5111.1.243: OFFICE EXPENSE: POSTAGE

| | | |
|-----------------|-------------------|-------|
| JE Calaveras Co | mailing of checks | 18.56 |
|-----------------|-------------------|-------|

5111.1.245: OFFICE EXPENSE: COPIES

| | | |
|-----------------------------------|--------------------|--------|
| 1107202 Inland Business System | copier maintenance | 131.71 |
| 1108220 Power Business Technology | copier maintenance | 80.75 |

5111.1.271: PROFESSIONAL SERVICES

| | | |
|-------------------------------|-------------------------|----------|
| 1108559 Nicholson & Olson CPA | 2020-21 Financial Audit | 3,950.00 |
| 1109045 CA Dept of Justice | fingerprint b/g: MF EN | 64.00 |

5111.1.401: SMALL TOOLS/FF EQUIPMENT

| | | |
|---------------------------------|-----------------------------------|------------|
| 1108557 Ebbetts Pass Lumber Co. | vac, key set, batteries | 68.26 |
| 1108560 US Bank | vise handle, heat shrink tubing | 89.01 |
| 1109043 Arnold Auto Supply | pin, trailer ball, curt drop | 69.71 |
| 1109054 LN Curtis | Storz adapters | 375.38 |
| 1109175 LN Curtis | grant ext tools (other Districts) | 101,886.96 |

5111.1.402: SMALL TOOLS: HOSE / SCBA

none issued

5111.1.411: SPECIAL DISTRICT EXPENSE

| | | |
|--------------------------------|-----------------------------------|----------|
| 1108560 US Bank | EPN program | 44.81 |
| 1108560 US Bank | awards | 160.87 |
| 1109049 Ebbetts Pass FF Assoc. | reimb annual awds dinner | 1,960.00 |
| 1109051 Gateway Press Inc. | awards | 172.14 |
| 1109052 GovInvest | 1-yr subsc labor costing software | 5,020.00 |

5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

none issued

5111.1.422: TRAINING

none issued

5111.1.478: TRAVEL/EDUCATION/TRAINING

| | | |
|-----------------------|----------------------------------|----------|
| 1108561 Scott Vasquez | reimburse hotel during line medi | 1,484.92 |
| 1108560 US Bank | RMH: STL course registration | 400.00 |

5111.1.480: TRANSPORTATION FUEL

| | | |
|----------------------------------|---------------|--------|
| 21404 Hunt & Sons Inc | diesel fuel | 648.27 |
| 1109050 Ebbetts Pass Gas Service | unleaded fuel | 247.63 |

5111.1.501: UTILITIES: WATER/SEWER

| | | |
|-------------------------|------------|--------|
| JE Cal Co Tax Collector | assessment | 357.54 |
|-------------------------|------------|--------|

CHECKS ISSUED LISTING - DEC 2021

FIRE OPERATIONS

5111.1.504: UTILITIES: ELECTRICITY

JE CPPA

electricity

960.82

5111.1.505: UTILITIES: PROPANE

1109050 Ebbetts Pass Gas Service

propane

932.61

5627 F: LAFCO Assessment

none issued

5640 F: STRUCTURES

none issued

5701 F: EQUIPMENT

1108560 US Bank: WD Electronics

U6007: turn signals

471.89

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - DEC 2021

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|--|----------------|----------------|------------------|-------------------|-------------------|--------------------------|
| SALARIES & BENEFITS | 5001.2- | | | | | |
| Salaries/Wages | -001 | 355,300 | 23,506.13 | 163,000.43 | 192,299.57 | 46% |
| Retirement-UAL | -049 | 124,318 | 0.00 | 111,273.00 | 13,045.00 | 90% |
| Retirement | -050 | 120,989 | 4,696.44 | 92,509.04 | 28,479.96 | 76% |
| Group Insurance | -055 | 98,800 | 6,311.40 | 44,278.84 | 54,521.16 | 45% |
| Uniform Allowance | -062 | 1,200 | 0.00 | 600.00 | 600.00 | 50% |
| SERVICES & SUPPLIES | 5111.2- | | | | | |
| Safety Clothing | -111 | 2,725 | 0.00 | 428.95 | 2,296.05 | 16% |
| Safety Equipment | -115 | 1,000 | 0.00 | 28.18 | 971.82 | 3% |
| Communications-Radios | -121 | 800 | 157.81 | 293.57 | 506.43 | 37% |
| Communications-Phone | -124 | 480 | 38.48 | 331.06 | 148.94 | 69% |
| Housekeeping | -141 | 1,900 | 50.00 | 616.38 | 1,283.62 | 32% |
| Insurance-Prop/Liability | -151 | 5,630 | 0.00 | 5,630.00 | - | 100% |
| Insurance-Workers Comp | -153 | 7,020 | 0.00 | 7,020.00 | - | 100% |
| Maintenance-Apparatus | -181 | 2,900 | 0.00 | 0.00 | 2,900.00 | 0% |
| Professional Services | -271 | 2,200 | 750.00 | 750.00 | 1,450.00 | 34% |
| Small Tools-Hose/SCBA | -402 | - | 0.00 | 0.00 | - | |
| Special District Expense | -411 | 700 | 576.00 | 693.05 | 6.95 | 99% |
| SDE--Health Maintenance | -412 | 1,500 | 0.00 | 1,249.95 | 250.05 | 83% |
| Training | -422 | 4,000 | 0.00 | 0.00 | 4,000.00 | 0% |
| Travel/Education | -478 | 2,700 | 0.00 | 0.00 | 2,700.00 | 0% |
| Transportation Fuel | -480 | 7,200 | 1,123.89 | 4,377.92 | 2,822.08 | 61% |
| SPECIAL TAX HANDLING FEE | 5411 | 3,625 | | 0.00 | 3,625.00 | 0% |
| Engine Paramedic Program Totals | | 744,987 | 37,210.15 | 433,080.37 | 311,906.63 | 58% |

CHECKS ISSUED LISTING - DEC 2021 ENGINE PARAMEDIC

| Check No. | PAID TO | PURPOSE | AMOUNT |
|---|--|----------------------------------|--------------------|
| 5001.2.001: SALARIES | | | |
| | 12342, 21450 Payroll / Statutory Elective Withholding | | 20,926.87 |
| | 12342, 21450 Paychex Fee | Employer Cost | 80.77 |
| | 1108348, 1108875 PARS | Employee Withholding | 0.00 |
| | 21343, 21451 EPFF Local #3581 | dues and meals withholding | 450.65 |
| | 21480 PERS | employee/employer | 2,047.84 |
| 5001.2.049: RETIREMENT UAL PREPAYMENT & LOAN | | | <i>none issued</i> |
| 5001.2.050: RETIREMENT (PERS) | | | |
| | 18998 PERS | employer portion | 4,696.44 |
| 5001.2.055: GROUP INSURANCE | | | |
| | 21342, 21450 Supplemental Life Premium Withholding | | -22 |
| | 1109180 FDAC-EBA | med/vis/den/life insurance premi | 380.00 |
| | 1109042 SDRMA-Employee Benefit Service - medical premium | | 5,953.40 |
| 5001.2.062: UNIFORM ALLOWANCE | | | <i>none issued</i> |
| 5111.2.111: SAFETY CLOTHING | | | <i>none issued</i> |
| 5111.2.115: SAFETY EQUIPMENT | | | <i>none issued</i> |
| 5111.2.121: COMMUNICATIONS: RADIOS | | | |
| | 1109181 UPS | ship radios to Pierce | 157.81 |
| 5111.2.124: COMMUNICATIONS: TELEPHONE | | | |
| | 1109177 Verizon Wireless | cell phone monthly charges | 38.48 |
| 5111.2.141: HOUSEHOLD EXPENSE | | | |
| | 1109178 CISCO Fire Sprinklers Inc | fire ext servicing | 50.00 |
| 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 | | | <i>none issued</i> |
| 5111.2.271: PROFESSIONAL SERVICES | | | |
| | 1108559 Nicholson & Olson CPA | 2020-21 Financial Audit | 750.00 |
| 5111.2.402: SMALL TOOLS: HOSE / SCBA | | | <i>none issued</i> |

CHECKS ISSUED LISTING - DEC 2021 ENGINE PARAMEDIC

5111.2.411: SPECIAL DISTRICT EXPENSE

| | | |
|--------------------------------|-----------------------------------|--------|
| 1108560 US Bank | EPN program | 6.00 |
| 1109049 Ebbetts Pass FF Assoc. | reimb annual awds dinner | 90.00 |
| 1109052 GovInvest | 1-yr subsc labor costing software | 480.00 |

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

5111.2.422: TRAINING *none issued*

5111.2.478: TRAVEL/EDUCATION/TRAINING *none issued*

5111.2.480: TRANSPORTATION FUEL

| | | | |
|--------------|-----------------|-------------|----------|
| 21404, 21521 | Hunt & Sons Inc | diesel fuel | 1,123.89 |
|--------------|-----------------|-------------|----------|

5411 P: SPECIAL TAX HANDLING FEE

| | |
|-----------------------------|--------------|
| JE CalCo Auditor/Controller | Handling Fee |
|-----------------------------|--------------|

STATION 3 A ACCOUNT SUMMARY SHEET - Dec 2021

| ACCOUNT | No. | BUDGET | Month | Year-To-Date | ACCOUNT BALANCE | % Disbursed Year-To-Date |
|-----------------------------------|----------------|------------------|-------------------|---------------------|---------------------|-----------------------------|
| SALARIES & BENEFITS | 5001.3- | | | | | |
| Salaries/Wages | -001 | 1,320,000 | 116,217.59 | 683,435.82 | 636,564.18 | 52% |
| Retirement-UAL | -049 | 214,635 | 0.00 | 192,405.00 | 22,230.00 | 90% |
| Retirement | -050 | 281,185 | 14,015.38 | 195,840.16 | 85,344.84 | 70% |
| Group Insurance | -055 | 389,920 | 30,790.51 | 191,933.71 | 197,986.29 | 49% |
| Uniform Allowance | -062 | 6,000 | 0.00 | 3,000.00 | 3,000.00 | 50% |
| SERVICES & SUPPLIES | 5111.3- | | | | | |
| Safety Clothing | -111 | 15,000 | 0.00 | 0.00 | 15,000.00 | 0% |
| Safety Equipment | -115 | 2,250 | 0.00 | 42.28 | 2,207.72 | 2% |
| Communications-Radios | -121 | 4,500 | 0.00 | 203.77 | 4,296.23 | 5% |
| Communications-Phone | -124 | 5,175 | 345.38 | 2,083.81 | 3,091.19 | 40% |
| Food - Fire Line Meals | -131 | 400 | 0.00 | 0.00 | 400.00 | 0% |
| Housekeeping | -141 | 6,000 | 280.66 | 3,473.90 | 2,526.10 | 58% |
| Insurance-Prop/Liability | -151 | 22,518 | 0.00 | 22,518.00 | - | 100% |
| Insurance-Workers Comp | -153 | 23,500 | 0.00 | 23,474.18 | 25.82 | 100% |
| Maintenance-Ambulances | -183 | 31,250 | 1,440.36 | 5,026.98 | 26,223.02 | 16% |
| Building Maintenance | -201 | 5,000 | 0.00 | 4,083.50 | 916.50 | 82% |
| Emergency Care/Rescue | -211 | 43,080 | 3,647.61 | 21,494.21 | 21,585.79 | 50% |
| Memberships | -221 | 150 | 0.00 | 0.00 | 150.00 | 0% |
| Office Expense | -241 | 4,800 | 719.54 | 898.46 | 3,901.54 | 19% |
| Office Expense - Copies | -245 | 215 | 0.00 | 126.50 | 88.50 | 59% |
| Professional Services | -271 | 69,934 | 6,570.16 | 30,975.79 | 38,958.21 | 44% |
| Small Tools/FF Equipment | -401 | 7,050 | 5.79 | 788.83 | 6,261.17 | 11% |
| Special District Expense | -411 | 8,800 | 1,974.00 | 8,781.77 | 18.23 | 100% |
| SDE--Health Maintenance | -412 | 13,100 | 0.00 | 2,728.68 | 10,371.32 | 21% |
| SDE--Administrative Fee | -413 | 3,800 | 0.00 | 0.00 | 3,800.00 | 0% |
| Training | -422 | 12,500 | 0.00 | 814.92 | 11,685.08 | 7% |
| Travel/Education | -478 | 4,500 | 0.00 | 312.69 | 4,187.31 | 7% |
| Transportation Fuel | -480 | 22,000 | 1,596.09 | 10,355.00 | 11,645.00 | 47% |
| Utilities - Water/Sewer | -501 | 1,350 | 0.00 | 894.94 | 455.06 | 66% |
| Utilities - Electrical | -504 | 2,100 | 164.29 | 1,084.17 | 1,015.83 | 52% |
| Utilities - Propane | -505 | 5,000 | 437.77 | 1,073.25 | 3,926.75 | 21% |
| Bank Charges | 5403 A | - | 0.00 | 20.00 | (20.00) | |
| SPECIAL TAX HANDLING FEE | 5411 A | 22,093 | | 0.00 | 22,093.00 | 0% |
| REFUND OVERPAYMENT | 5612 | 20,747 | 0.00 | 17,630.77 | 3,116.23 | 85% |
| Bad Debts (NSF checks) | 5616 | - | 0.00 | 6,890.63 | (6,890.63) | |
| FIXED ASSETS | | | | | | |
| Building Fund: Structures | 5640 | - | 0.00 | 0.00 | - | |
| Equipment | 5701 | 129,250 | | 19,949.07 | 109,300.93 | 15% |
| Fire Operation Fund Totals | | 2,697,802 | 178,205.13 | 1,452,340.79 | 1,245,461.21 | 54% |

CHECKS ISSUED LISTING - DEC 2021**STATION 3 A**

| Check No. | PAID TO | PURPOSE | AMOUNT |
|---|--------------|--|-------------------------------------|
| 5001.3.001: SALARIES | | | |
| | 21342, 21450 | Payroll / Statutory Elective Withholding | 103,210.08 |
| | 21342, 21450 | Paychex Fee | Employer Cost 403.80 |
| 1108348, 1108875 | PARS | Employee Withholding | 0.00 |
| | 21343, 21451 | EPFF Local #3581 | dues and meals withholding 2,203.07 |
| | 21480 | PERS | employee/employer 10,400.64 |
| 5001.3.049: RETIREMENT UAL PREPAYMENT & LOAN | | | <i>none issued</i> |
| 5001.3.050: RETIREMENT (PERS) | | | |
| | 21480 | CalPERS | Employer Portion 14,015.38 |
| 5001.3.055: GROUP INSURANCE | | | |
| | 21342, 21450 | Supplemental Life Premium Withholding | -188.81 |
| | 1109180 | FDAC-EBA | vis/den/life ins premium 2,146.53 |
| | 1109042 | SDRMA-Employee Benefit Service - medical premium | 28,832.79 |
| 5001.3.062: UNIFORM ALLOWANCE | | | <i>none issued</i> |
| 5111.3.111: SAFETY CLOTHING | | | <i>none issued</i> |
| 5111.3.115: SAFETY EQUIPMENT | | | <i>none issued</i> |
| 5111.3.121: COMMUNICATIONS: RADIOS | | | <i>none issued</i> |
| 5111.3.124: COMMUNICATIONS: TELEPHONE | | | |
| | 1108555 | Comcast - Sta. 3 | monthly service 265.13 |
| | 1109177 | Verizon Wireless | cell phone monthly charges 80.25 |
| 5111.3.131: FOOD/FIRE LINE MEALS | | | <i>none issued</i> |
| 5111.3.141: HOUSEHOLD EXPENSE | | | |
| | 1108557 | Ebbetts Pass Lumber Co | bulbs, lamp, ballast, mat 49.98 |
| | 1109047 | CA Waste Recovery Systems | trash removal 80.68 |
| | 1109178 | CISCO Fire Sprinklers Inc | fire ext servicing 150.00 |
| 5111.3.151: INSURANCE: PROPERTY/LIABILITY | | | <i>none issued</i> |
| 5111.3.153: INSURANCE: WORKER'S COMPENSATION | | | <i>none issued</i> |

CHECKS ISSUED LISTING - DEC 2021**STATION 3 A****5111.3.183: MAINTENANCE: AMBULANCES**

| | | |
|----------------------------|---------------------------------|--------|
| 1108558 Richard Lokey | U3506:replace 2 rear wheel seal | 427.50 |
| 1108560 US Bank | U3509: hubcap | 112.56 |
| 1109043 Arnold Auto Supply | U3506i: DEF, charger mtnr, batt | 900.30 |

5111.3.201: BUILDING & GROUNDS MAINTENANCE*none issued***5111.3.211: EMERGENCY CARE**

| | | |
|---------------------------|------------------|----------|
| 1109176 Airgas | oxygen | 314.11 |
| 1109053 Life Assist, Inc. | medical supplies | 3,333.50 |

5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS*none issued***5111.3.241: OFFICE EXPENSE**

| | | |
|-----------------|------------------|-------|
| 1108560 US Bank | A: laptop, toner | 74.95 |
|-----------------|------------------|-------|

5111.3.271: PROFESSIONAL SERVICES

| | | |
|---------------------------------|----------------------------|----------|
| JE Cal Co Sheriff's Office | amb dispatch fee | 1,420.16 |
| 1094347 Nicholson & Olson CPA | FY 2019-20 financial audit | 3,950.00 |
| 1093916 Wittman Enterprises LLC | billing services | 1,200.00 |

5111.3.401: SMALL TOOLS/FF EQUIPMENT

| | | |
|---------------------------------|-------------------------|------|
| 1108557 Ebbetts Pass Lumber Co. | vac, key set, batteries | 5.79 |
|---------------------------------|-------------------------|------|

5111.3.411: SPECIAL DISTRICT EXPENSE

| | | |
|--------------------------------|-----------------------------------|----------|
| 1108560 US Bank | EPN program | 24.00 |
| 1109049 Ebbetts Pass FF Assoc. | reimb annual awds dinner | 450.00 |
| 1109052 GovInvest | 1-yr subsc labor costing software | 1,500.00 |

5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

| | | |
|---------------------------------|------------------------------|----------|
| 1107413 Adventist Health Sonora | vaccinations (MRJ, JTE) | 272.00 |
| 1107414 US Bank: Rogue Fitness | med balls, kettlebells, bike | 1,387.43 |

5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE*none issued***5111.3.422: TRAINING***none issued***5111.3.478: TRAVEL/EDUCATION/TRAINING***none issued***5111.3.480: TRANSPORTATION FUEL**

| | | |
|------------------------------|-------------|----------|
| 21404, 21521 Hunt & Sons Inc | diesel fuel | 1,596.09 |
|------------------------------|-------------|----------|

CHECKS ISSUED LISTING - DEC 2021

STATION 3 A

| | | |
|---|------------------|--------------------|
| 5111.3.501: UTILITIES: WATER/SEWER | | <i>none issued</i> |
| 5111.3.504: UTILITIES: ELECTRICITY | | |
| JE CPPA | electricity | 164.29 |
| 5111.3.505: UTILITIES: PROPANE | | |
| 1109050 Ebbetts Pass Gas Service | propane | 437.77 |
| 5403 A: TREASURER'S ADMIN FEE | | <i>none issued</i> |
| 5411 A: SPECIAL TAX HANDLING FEE | | |
| JE CalCo Auditor/Controller | Handling Fee - A | |
| JE CalCo Auditor/Controller | Handling Fee - S | |
| 5640 A: STRUCTURES | | <i>none issued</i> |
| 5701 A: EQUIPMENT | | <i>none issued</i> |
| 5612 A: REFUNDS | | <i>none issued</i> |

Memorandum of Understanding

Whereas the nine fire districts of Calaveras County cooperate to respond to structure fires, and

Whereas self-contained breathing apparatus are an essential tool for firefighters, and

Whereas prompt refilling of air bottles is necessary so that those bottles can continue being used during extended incidents and so that engines can be restocked to prepare them for future calls, and

Whereas the mobile breathing support unit that serves the county is 37 years old and at the end of its service life,

Therefore the fire districts of Calaveras County enter into this Memorandum of Understanding to cooperate in the purchase of a trailer-based breathing support unit that meets all current standards.

The fire districts further agree that they will share the approximate \$161,000 cost

- Evenly divided nine ways, or approximately \$17,811 each.

The districts understand that the final price could be somewhat less than this estimate or up to 5 percent higher depending on price increases and delivery method. The other districts shall forward their share of the cost to San Andreas Fire Protection District upon presentation of an invoice detailing the purchase cost.

The districts further agree that San Andreas Fire Protection District will house and staff the breathing support unit and supply a truck to tow it to incidents. The districts further agree that San Andreas Fire personnel shall train personnel from the other districts to operate the breathing support unit and shall make it available during trainings and other planned events in addition to its deployment during emergencies.

Considered this 18th of January 2022, by the EBBETTS PASS FIRE DISTRICT Board of Directors

AYES: _____

NOES: _____

Board President Signature: _____

HEALTH MANAGEMENT ASSOCIATES

December 13, 2021

Mike Johnson, Fire Chief
Ebbetts Pass Fire District
1037 Blagen Road
PO Box 66
Arnold, CA 95223

Dear Mike:

As you know, from time to time it becomes necessary for HMA to adjust its billing rates. Under our current business arrangement, which has been in effect since 2021, services are provided on a time and materials basis, using the following schedule of hourly rates, which have been in effect since 2021:

| | Hourly Rate |
|--------------------|--------------------|
| Managing Principal | \$480-\$550 |
| Sr. Consultant | \$390 |
| Research Assistant | \$200 |

As provided for in our agreement with you, HMA has increased its rates for 2022. Effective January 1, 2022, the project rates will be increased to:

| | Hourly Rate |
|--------------------|--------------------|
| Managing Principal | \$500-\$570 |
| Sr. Consultant | \$395 |
| Research Assistant | \$205 |

As announced and communicated earlier this year, HMA acquired Leavitt Partners and the Wakely Consulting Group. The expertise of consultants from these HMA subsidiaries are now available, in the event there is the opportunity for them to assist, and you can work with your Project Manager to incorporate their support into your business arrangement as needed.

There is no need to respond to this notice. Please contact Jeff DeVries, Contracts Director, at 517-482-9236 or jdevries@healthmanagement.com if you have questions. We value our relationship with you and appreciate your business.

Sincerely,



Kelly Johnson
Chief Administrative Officer

Project #201558

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DEC 20 2021
Ebbetts Pass Fire District

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November 17, 2021

Mr. Mike Johnson, Fire Chief
Ebbetts Pass Fire District
P.O. Box 66
1037 Blagen Road
Arnold, California 95223

NICHOLSON
&
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LIMITED LIABILITY PARTNERSHIP
CERTIFIED PUBLIC ACCOUNTANTS

729 Sunrise Avenue, Suite 303

Roseville, California 95661

(916) 786-7997

(916) 786-6536 Fax

Dear Mike:

Enclosed in this envelope is an engagement letter for a three-year contract. Audit fee is \$8,500 per fiscal year and submission of the Financial Transactions Report (State Controller's Report) is an additional \$750 per fiscal year.

If this meets with your approval, please sign the engagement letter and return it by mail. Please keep the client copy for your records.

We greatly appreciate the relationship with Ebbetts Pass Fire District and would like to continue providing our services. Please contact us with any questions or comments.

Sincerely,

Charles Nicholson

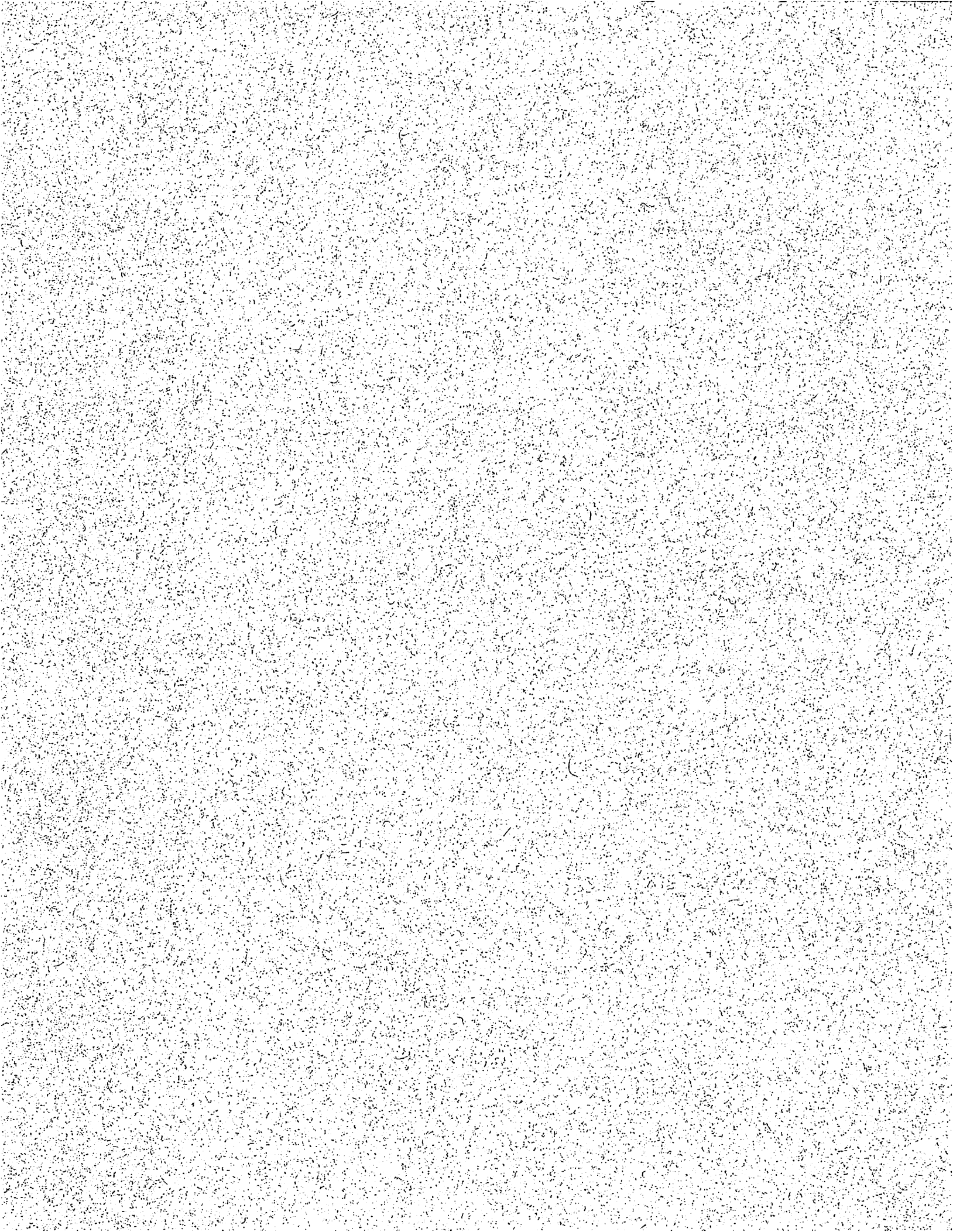
Charles A. Nicholson, CPA
Managing Partner
Nicholson & Olson, CPA's

CAN:map

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Ebbetts Pass Fire District





Fire Agencies Insurance Risk Authority

Susan Blankenburg, General Manager
595 Market Street, Suite 2100
San Francisco, CA 94105
Office 415-517-8028

Date: December 31, 2021
To: FAIRA Member Districts
From: Susan Blankenburg
Subject: EMPLOYMENT PRACTICE LIABILITY – NEW PROTOCOLS

Employment Practice Liability (EPL) related losses, commonly known as discrimination, sexual harassment, demotion, failure to promote, wrongful termination (etc.), have cost FAIRA \$6+ million over the past ten years and is the single greatest liability risk for employers and FAIRA as a pool. Managing our EPL losses is one of the best ways we have to control the future cost of our insurance.

There is proof that when EPL actions occur and the proper professionals are engaged early in the process, that the legal costs are significantly less and litigation can often be avoided. With this in mind, **the FAIRA Board of Directors' adopted protocols at the September 13, 2021 Board of Directors' that require that all members engage outside employment law counsel prior to taking personnel actions.** Please note that the placing of an employee or volunteer on administrative leave does not require prior consultation.

We understand that many Districts have relationships with will EPL attorneys that they wish to maintain; please continue to do so. For those who do not have relationships with EPL attorneys, FAIRA will make the services of Peter Flandera available for up to 3 hours of consultation prior to taking personnel actions.

If an Employment incident results in an EPLI claim, **it will be necessary that you provide proof of previous consultation when submitting your claim to the carrier, or you will be subject to a \$25,000 minimum EPL Deductible.** (*We have attached a partial list of the common EPL actions seen by today's employers.*) If you are not sure if you have an EPL occurrence feel free to reach out to us. In many cases we will recommend that you report any incident that you feel may give rise to a claim to the carrier at: fairaclaimsreporting@networkadjusters.com. The earlier the claim's professionals become involved, the better the chances are of managing the process, and there is no penalty for filing an "incident" that does not turn into a claim.

The good news is that there are not a lot of EPL claims. They are low frequency but high severity. Unfortunately for those of you who have had that one or two EPL claims in your career, you know that these are large dollar claims that can become all-consuming and stressful. This past year we had a Chief who was faced with not just one, but two EPL claims. He engaged counsel early on and ultimately both cases were dropped. This is proof that early engagement of EPL counsel works!

These new protocols go into effect on January 1, 2022.

If you have any questions, please feel free to contact us.

Best regards,


Susan Blankenburg

cc: FAIRA Board of Directors
Peter Flanderka, Law Offices of Peter Flanderka

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JAN - 6 2022

EbbettsPassFireDistrict

Example Employment Actions Requiring Legal Attention

- Any complaint by an employee that he/she has been discriminated against or otherwise treated unfairly because he/she has suffered a workplace injury or otherwise participated in the California workers' compensation system.
- Any complaint by an employee or volunteer that he/she has been sexually harassed or otherwise has been the victim of a hostile work environment based on any protected category, including, without limitation, race, national origin, gender, age, religion, disability, medical condition, pregnancy, sexual orientation, marital status and veteran / military status.
- Any complaint by an employee or volunteer that he/she has been retaliated against based on his/her engagement in any protected activity, including, without limitation, complaining about alleged discrimination, harassment, wage disparity, unsafe workplace conditions or illegal fire district activity (whistleblowing).
- Any complaint by an employee or volunteer that he/she has been bullied in the workplace based on any protected category, including, without limitation, race, national origin, gender, age, religion, disability, medical condition, pregnancy, sexual orientation, marital status and veteran / military status.
- Any decision to conduct an internal investigation into complaints of workplace misconduct, including, without limitation, discrimination, harassment, retaliation, bullying, workplace safety.
- Any complaint by an employee or volunteer that the fire district failed to prevent discrimination, harassment, retaliation or bullying or failed to investigate allegations of discrimination, harassment, retaliation or bullying.
- Any complaint by an employee or volunteer that he/she has been denied statutorily mandated meal periods, rest breaks or recovery breaks.
- Any complaint by an employee that he/she has not received all wages and/or benefits and/or expense reimbursements due and owing that employee.
- Any decision - for whatever reason - not to pay an employee all wages due and owing that employee at the time of termination or resignation.
- Any complaint by an employee or volunteer regarding workplace safety or that an unsafe workplace environment exists (OSHA / Cal-OSHA).

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JAN - 6 2022

Ebbetts Pass Fire District

- Any decision to terminate an employee or take other adverse employment action (e.g., suspension, demotion, shift change, compensation reduction) when that employee falls into one or more protected categories or has engaged in some protected activity.
- Any investigation of an employee that includes an interrogation of that employee or otherwise triggers employee rights under the FBOR.
- Any request that an employee or volunteer submit to a physical or mental medical examination (excluding clearance for Workers' Compensation injuries.)
- Any request that an employee or volunteer submit to a drug test - other than a drug test based on reasonable suspicion.
- Any request by an employee that he/she be provided time off to enter alcohol or drug rehabilitation.
- Any request that an employee or volunteer submit to a polygraph test, lie detector test or psychological testing.
- Any decision to deny an employee's or volunteer's request for reasonable accommodation due to a disability.
- Any decision to refuse to engage an employee or volunteer in an interactive process to determine whether a reasonable accommodation is possible for that employee or volunteer.
- Any decision to deny an employee federal Family and Medical Leave Act leave, California Family Rights Act leave, California Pregnancy Disability Leave Act leave, or any other statutorily mandated leave of absence.
- Any decision not to return an employee to his or her job following completion of family and medical leave, pregnancy disability leave or any other statutorily mandated leave of absence.
- Any anticipated adverse employment action against an employee or volunteer based on conduct of that employee or volunteer occurring during non-work hours.
- Receipt of a demand letter or other correspondence from an attorney on behalf of a current or former employee or volunteer.

January 3, 2022

Board of Supervisors
County of Calaveras
891 Mountain Ranch Road
San Andreas CA 95249

Re: Commendation of County personnel for rescue on December 30, 2021

Honorable Board Members:

Four of us were in a cabin in Arnold celebrating the Christmas holiday when the power went off on Sunday, the 26th, at 7:30am. We had plenty of firewood and a fair amount of food, and as owners of two recreational properties in Arnold for more than twenty years, we had faith that this too would pass. But it didn't, and the four of us, who are in our seventies and somewhat vulnerable, started to feel trapped.

It kept snowing, burying our cars and the driveway in a blanket of snow three feet thick. With no power, no heat other than the fireplace, diminishing food, and no way to get out by car, the situation got worse and worse. We had contracted with a local snow removal company to have the driveway plowed Tuesday morning, but nobody had showed up by Thursday, and the company phone mailbox no longer took messages.

By Thursday afternoon, after four full days of these conditions, we started to dig a walkway through the snow to evaluate the condition of the road at the end of the driveway, which was about two hundred feet away and out of sight from the cabin. When we finally got to a place where the road came into view, we saw that a tree had fallen and had knocked a power line across the driveway. It was time for outside help.

A call to 911 was routed to CalFire and within twenty minutes a fireman named Sean showed up at the bottom of the driveway and assessed the situation. After half an hour of trying to find alternative escape routes, he was joined by his superior, Battalion Chief Aaron, and they determined that the wire was safe to cross over.

Sean dug from the bottom, and we dug from the top until our shovels met, creating a clear path from the cabin to the road. We packed up our essentials, walked down to their rescue vehicles, and they drove us to a warming center at Independence Hall.

The welcome we received at the hall by the County personnel was so wonderful that some of us were reduced to tears: the ordeal was finally over, we were warm, and we were safe. We were given hot coffee, water, hot ham and cheese sandwiches, snacks, a packet with a mini blanket, and most of all, hope. We could charge our phones for the first time in days, make contact with family and friends, and start planning an exit strategy.

When I asked what these people did when they were not guardian angels, they replied that they worked for the County. We did not get last names, so our gratitude can only be expressed with hopes that you can identify the individuals involved. I have already mentioned the fire personnel. Sean was at all times efficient, conscientious about our health and safety, and comforting. He embodies all the qualities that a first responder should aim to achieve. Chief Aaron followed through and got us where we had to be.

At the hall, there were three women in civilian clothes and a man in uniform. The women, I believe, were named Robin, Stacey and Christa. The uniformed man was John. Each one of them made us feel welcome in a way that meant even more to us than the food and drinks and power outlets. It's difficult to describe the emotions of going from survival mode to being saved. We hadn't been on the high seas in a lifeboat or down a deep cave for days, but the feeling of being rescued certainly overwhelmed us. Because of their efforts, we wish to commend them to you and humbly ask that they be recognized in some fashion for their service to us.

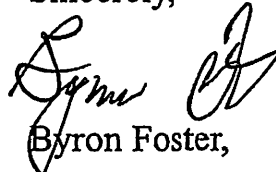
Eventually, we found a phone number for some friends who agreed to take us in for the night. John drove us to their home, where we spent our first warm night since Christmas. On the way to the friends' home, we chatted with John and he revealed that Christa was the County Administrative Officer, and that he was the Director of the Office of Emergency Services. We later learned from our friend

that the fireman who we knew as Sean was Sean Bittner. We had lucked into being helped by the cream of the crop.

Before we knew their positions, these public servants had already impressed us when they said that they loved helping others as part of their jobs. The notion of a public servant often gets demeaned or minimized in today's hyper critical environment, but the men and women who rescued us from that miserable situation truly represent the finest ideal of government in action.

We thank them from the bottom of our hearts and ask that you thank them as well.

Sincerely,



Byron Foster,

for myself and on behalf of
Josie Wernecke
Ruth Ormsby, and
Sande Fini

cc: Merita Callaway, Supervisor, District 3
Christa Von Latta, County Administrative Officer
John Osbourne, Director, Office of Emergency Services
Fire Chief Josh White, CAL FIRE Tuolumne Calaveras Unit

January 7, 2022

Dear Captain Mike,

I want you to know how much I appreciated the help you, Cody & Nolan gave me and my daughter and our fur babies when you had to "extract" us from the snow in conditions. We were out of P. G. & E., I was out of a critical medication, and our car was snowed in too. You were all so very kind and considerate. Even though we were anxious we really enjoyed the ATV ride. Never had such an exciting ride. Well maybe at Disneyland.

Enclosed is a small token of my thanks for all your efforts to get us out. Maybe there is something you need for the fire house.

Thanks again. Be sure to thank Cody & Nolan. They were great.

with my appreciation

Deanna Jakel
(a grateful 82 year old lady)

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JAN 10 2022

Ebbetts Pass Fire District



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Districts Association**

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2022 SDRMA Spring Education Day

The SDRMA Spring Education Day provides risk management training relating to Property/Liability and Workers' Compensation at no cost. Keynote speaker Gordon Graham will present the Ten Families of Risk. In addition, the SDRMA Board of Directors will conduct their Annual Membership Meeting that will include current insurance market updates and important upcoming renewal information. SDRMA members that attend the Spring Education Day are eligible to earn Credit Incentive Points (CIPs) to reduce their annual contribution for both the Property/Liability and Workers' Compensation Programs.

Three registration options to choose from:

- Keynote & Breakout Sessions
- Keynote & Governance Foundations *Additional fee to CSDA members for Governance Foundations workshop
- Keynote & Safety Specialist Certificate Program

Agenda coming soon!

Free to SDRMA members and CSDA members*

*Additional fee to CSDA members for Governance Foundations workshop on this day

When 3/22/2022 9:00 AM - 4:00 PM

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Sacramento, CA 95815
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