

Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING

**Tuesday, June 19, 2018
1037 Blagen Road, Arnold
9:00 A.M.**

MEMBERS OF THE BOARD

**J. Scott McKinney, President Daniel Leary, Secretary
Denny Clemens Jon Dashner Thomas Sullivan**

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: 5/15/18
 - 3.2. Acceptance of May 2018 Checks Listing and Authorize to File for Audit
 - 3.2.1. Monthly Budget Report
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 & Leary)
 - 4.2. **Personnel Committee** (Directors Leary & Sullivan)
 - 4.3. **Fire Prevention Committee** (Directors Clemens & Sullivan)
 - 4.4. **Apparatus/Equipment Committee** (Directors Clemens & Sullivan)

NOTICE OF REGULAR MEETING – continued

June 19, 2018

5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. Pacific Gas and Electric Company: Shutting Off Power During High Wildfire Threats
 - 5.2. Calaveras Local Agency Formation Commission: LAFCO Adopted Final Fiscal Year 2018-2019 Budget
 - 5.3. Memorandum of Understanding Between Calaveras County Behavioral Health and Ebbetts Pass Fire District: Administration and Storage of Narcan Nasal Spray Kits (No-cost Federally Provided)
 - 5.4. AirMedCare Network: Group Membership Discount
 - 5.5. Thank You Card: Received from “Peggy”
 - 5.6. Ebbetts Pass Fire District: Rotary Club “Officer of the Year Award” recipient Bryn Buhler
 - 5.7. End of 30-Day Review:
 - 5.7.1. Policy 6130 Personnel – Vacation Time
 - 5.7.2. Policy 1070 Fire District Records: Computer Backup Policy
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. Fire Prevention
 - 6.4. 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 15, 2018

SUBJECT TO APPROVAL

1. The meeting was called to order at 9:00A.M. by President J. Scott McKinney and the Pledge of Allegiance was recited. Directors present: Denny Clemens, Jon Dashner, Dan Leary, and Scott McKinney. Directors absent: Thomas Sullivan.

District personnel present: Fire Chief Mike Johnson, Intern Paxton Fassbender
Battalion Chief Rodney Hendrix, Engineer Jim Eaves

Others present: None
Media present: None

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

3. **CONSENT ITEMS**

3.1. Mr. Dashner made a motion to approve Consent items 3.1 and 3.2. Mr. Leary seconded. The motion passed 5-0 (AYES: Clemens, Dashner, Leary, McKinney, ABSENT: Sullivan).

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Dashner & Leary)

Chief Johnson reported that he had researched ambulance billing vendor options with the departure of Novato FD and formal discussion as later in the agenda. He also noted that it was the last 6 weeks of the fiscal year and he had slowed spending to just the more critical items.

- 4.2. Personnel Committee (Directors Leary & Sullivan)

Chief Johnson stated that they had no meeting this month.

- 4.3. Fire Prevention Committee (Directors Clemens & Sullivan)

Chief Johnson reported there had been no meeting this month but added that there

had been a good turnout from members of the public at the Wildfire Preparedness Day on May 5th. He noted that there had been a fire district from Tuolumne County who had attended and was able to see the success of the interagency event.

4.4. Apparatus/Equipment Committee (Directors Clemens & Sullivan)

Chief Johnson noted that while there had not been a meeting this month, he wanted the Board to know that Battalion Chief Aaron Downing and Firefighter-Paramedic Bryn Buhler were at the pre-build meeting happening today and would be returning tomorrow.

5. Scheduled Items:

5.1. Ambulance Billing Services: Quotes for Ambulance Billing Services

Chief Johnson reported that there were two vendors to review for ambulance billing services. He noted that both entities met the District's needs regarding knowledge of the following billing intricacies: resident zero out-of-pocket program, pre-stabilization fee, ground emergency medical transport and intergovernmental transfer governmental reimbursement program, and ESO Solutions epcr program. He believed that either company should prove no impact to our line staff on how we currently do business.

Chief Johnson presented the proposal from Wittman Enterprises who were proposing charging \$25 to \$27 per PCR to process billing. He added that they were based in Sacramento and have several clients that are California fire-based EMS entities such as Sacramento Metro Fire District and Sacramento City. He noted that they also had the endorsement of the North Lake Tahoe Fire Chief Mike Schwartz, and our collection vendor Financial Credit Solutions.

Chief Johnson then presented information on Systems Design West who proposed a rate of \$24 per PCR plus any applicable postage to process billing. He noted there were based in Washington State. They were performing billing services for North Shore Fire District near Clear Lake California. North Shore FPD does endorse this company although they have just started with them.

Chief Johnson noted that he had discussed with Brian Dickson the advantage of continuing with a California-based operation may be beneficial with all the California law changes. They also thought the ability to meet with company representatives face to face within a few hours' drive might be worth the slightly higher fee.

Mr. Dashner made a motion to approve the selection of Wittman Enterprises as outlined in their proposal. Mr. Leary seconded; motion passed unanimously. (AYES: Clemens, Dashner, Leary, McKinney, ABSENT: Sullivan).

5.2. Calaveras LAFCO Proposed Fiscal Year 2018-19 Budget

Chief Johnson noted the proposed budget for next fiscal year has been presented by LAFCO and was under review with a final budget hearing is set for May 21. If there

is any interest in providing any input, please let him know and he will forward appropriately.

5.3. Calaveras Public Power Agency: Power Rates Fiscal Year 2018/19

Chief Johnson reported that the Calaveras Public Power Agency was spreading some good news regarding its rates. Beginning July 1, 2018, the District should anticipate a half cent per KWH reduction.

5.4. Notice of General District Election and EPFD Resolution Calling General Election

Chief Johnson reported that it was already time for another Board member election with Directors Leary and McKinney up for re-election. The process begins with approval of the consolidation to include this election with the General Election in November and Resolution calling for a general district election. Mr. Dashner made a motion to approve Resolution No. 2018-2: Resolution Calling General District Election. Mr. Leary seconded; motion passed unanimously. (AYES: Clemens, Dashner, Leary, McKinney, ABSENT: Sullivan).

6. **REPORTS**

6.1. Administrative Report

Chief Johnson noted that Engineer Glenn Verkerk will be conducting an Engineer test over the next month to establish a new promotional list which will go into effect July 1st remaining viable for two years. He then reported that Calaveras County has made movement toward increasing the TOT by utilizing a consulting company which may then recommend the likelihood it could pass at what rate.

Chief Johnson also noted there was some good news with a partial grant award on this year's Office of Traffic Safety grant application. He added that our District, Altaville FPD, Angels FD, Copperopolis FPD and Murphys FPD have been awarded \$100,000 of a total \$230,000 to update some extrication airbags and replacement extrication tools with discussion meetings as to who will receive what will be scheduled soon.

6.2. Legislative Report

Chief Johnson reported that SB 1079, if passed, would allow for advance payment to non-profits awarded Forestry Grants awarded through Cal FIRE. He also noted that fire districts were still watching the D-RISC movement supported by FDAC and Cal Chiefs for State funding for prepositioning local government resources during high wildland threat times up and down the state.

6.3. Fire Prevention

Chief Johnson noted that the Board members may hear about changes in the reporting side of the VIP program managed by CAL FIRE. Some areas will be using the new Collector Application this year while other areas will have one more year with paper reports. He added that Joan Lark is continuing to inspect lots and utilize various CalFire VIP programs whenever possible. He noted that permit burning went into effect May 1st although it could be sunsetted for fire season at any time depending on the dryness and heat of our weather.

6.4. Administrative - EMS

Chief Johnson noted that the main EMS item had been the billing vendor change which had been covered earlier in the meeting.

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

7.1. Board Members – Each member gave positive feedback and expressed thanks towards the EPFFA and the on-duty crew.

7.2. Firefighters Association – None

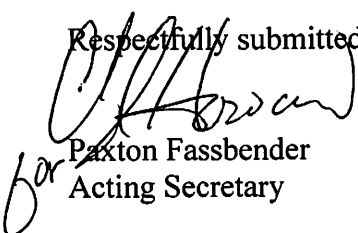
7.3. Employees' Group – None

7.4. Public Comments – None

8. **ADJOURNMENT**

Mr. Dashner made a motion to adjourn. Mr. Leary seconded; motion passed unanimously. 9:45am.

Respectfully submitted,


Paxton Fassbender
Acting Secretary

**County of Calaveras
General Ledger Summary
Balance Sheet Accounts
As of 5/31/2018**

Fund 2290 Ebbetts Pass Fire

<u>Object Code</u>	<u>Object Description</u>		<u>Balance</u>
<u>Assets</u>			
1006	Cash in Treasury	22900000	75,635.27
1007	Outstanding Checks	22900000	(1,477.19)
1016	Imprest Cash	22900000	40,000.00
Total Assets			<u>\$114,158.08</u>
<u>Liabilities</u>			
2002	Accounts Payable	22900000	1,163.60
2002	Accounts Payable	22900010	(1,163.60)
2009	Sales Tax Payable	22900010	49.23
2091	Accts Payable - Staledated Cks	22900010	4,431.03
Total Liabilities			<u>\$4,480.26</u>
<u>Fund Balance</u>			
3002	Fund Bal Unreserv/Undesign	22900000	302,748.58
3040	Reserve - General	22900000	0.00
3043	Reserve for Imprest Cash	22900000	40,000.00
Total Fund Balance			<u>\$342,748.58</u>
Year-to-Date Revenues			\$3,704,077.90
Year-to-Date Expenditures			\$3,903,583.66
Year-to-Date Transfers In			\$0.00
Year-to-Date Transfers Out			\$0.00
Year-to-Date Clearing Accounts			<u>(\$33,565.00)</u>
Total Fund Equity			<u>\$109,677.82</u>
Total Liabilities and Fund Equity			<u>\$114,158.08</u>

REVENUE ACCOUNT SUMMARY SHEET - May 2018

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Fire Operations:					
Property Tax - Current Secured	4010	1,796,008	0.00	1796045.01	100%
Administrative Fee (SB2557)	4013	(34,000)	0.00	-39640.85	117%
Unitary Tax	4015	39,050	0.00	42521.68	109%
Supplemental Tax - Current Secured	4017	28,284	0.00	12941.94	
Property Tax - Current Unsecured	4020	24,755	0.00	26366.14	107%
Supplemental Tax - Current Unsecured	4027	444	0.00	243.55	
Prior Unsecured Taxes	4040	625	0.00	778.41	125%
Transient Occupancy Taxes	4072	-	0.00	14,264.54	
Interest	4300	-	0.00	-4265.90	#DIV/0!
State Grants	4455	-	0.00	8437.50	
HOPTR	4463	23,424	18858.39	22186.34	95%
Timber Tax	4465	15	1290.87	7187.42	47916%
State Aid for Public Safety	4472		0.00	15,979.63	
Grant	4505	-	0.00	0.00	
Reimbursement - Personnel	4542	30,000	0.00	19402.12	65%
Reimbursement - Equipment	4543	5,000	0.00	770.57	
HazMat Release Response Plan	4592	-	0.00	0.00	
Report Fees	4593	-	0.00	15.00	
Administrative Costs - Eng. Para. Reimb	4603	18,114	0.00	0.00	0%
Administrative Costs - Sta. 3 A Reimb	4603	41,460	0.00	0.00	0%
Charges for Current Service (hydrants)	4679	10,500	0.00	0.00	0%
Other Refund - Prior Year Taxes	4684	-	0.00	0.00	
Training Fees	4689	-	2400.00	6640.00	
Gifts/Donations	4707	-	0.00	250.00	
Refund - Misc.	4708	-	151.19	12187.48	
Staledated Checks	4710	-	0.00	0.00	
Other Revenue	4712	-	0.00	899.50	
Miscellaneous Revenue	4713	500	125.00	1505.78	
PG&E Credit 2017	4724		0.00	1273.00	
Refunds - Insurance	4743	-	0.00	51262.96	
Sale of Surplus Property	4800	-	0.00	10000.00	
Total		1,984,179	22,825.45	2,007,251.82	101%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
EMS/Paramedic Program					
Special Tax	4077	362,276	0.00	343036.59	95%
Refunds - Insurance	4743	-	0.00	1797.65	
Total		362,276	0.00	344,834.24	95%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Station 3 AMBULANCE A					
Special Tax	4077	829,213	0.00	785155.91	95%
Other Programs - State (GEMT)	4479	9,000	-	53880.32	599%
EMS Transport Revenue	4660	650,000	40388.87	489938.22	
Refunds - Insurance	4743	-	0.00	21261.49	
Total		1,488,213	40388.87	1,350,235.94	91%

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - MAY 2018

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001.1-					
Salaries/Wages	-001	979,000	62,521.10	846,613.17	132,386.83	86%
Extra Hire	-002	10,000	0.00	578.27	9,421.73	6%
Extra Hire - Intern	-003	40,000	3,161.02	20,348.06	19,651.94	51%
ST/TF FF Payments	-004	30,000	0.00	10,865.84	19,134.16	36%
Volunteer FF Relief	-005	40,000	432.97	5,563.98	34,436.02	14%
Retirement	-050	156,558	12,741.60	163,831.43	(7,273.43)	105%
Group Insurance	-055	188,646	13,439.21	167,822.98	20,823.02	89%
Uniform Allowance	-062	3,600	0.00	3,043.90	556.10	85%
SERVICES & SUPPLIES	5111.1-					
Safety Clothing	-111	10,000	0.00	9,944.04	55.96	99%
Safety Equipment	-115	6,000	79.77	4,318.76	1,681.24	72%
Communications-Radios	-121	7,000	190.00	6,959.62	40.38	99%
Communications-Phone	-124	12,000	1,108.65	10,948.71	1,051.29	91%
Food - Fire Line Meals	-131	1,200	0.00	679.15	520.85	57%
Housekeeping	-141	8,000	876.88	9,475.97	(1,475.97)	118%
Insurance-Prop/Liability	-151	11,000	0.00	10,675.00	325.00	97%
Insurance-Workers Comp	-153	61,215	0.00	64,163.42	(2,948.42)	105%
Maintenance-Apparatus	-181	37,550	2,181.82	48,877.46	(11,327.46)	130%
Maintenance-Utilities	-182	8,250	384.73	20,544.50	(12,294.50)	249%
Building Maintenance	-201	12,500	1,085.00	15,286.89	(2,786.89)	122%
Emergency Care/Rescue	-211	1,275	0.00	821.12	453.88	64%
Memberships	-221	7,055	0.00	7,058.00	(3.00)	100%
Office Expense	-241	12,050	53.38	4,538.44	7,511.56	38%
Office Expense-Postage	-243	1,000		815.12	184.88	82%
Office Expense-Copies	-245	1,500	138.65	1,181.54	318.46	79%
Professional Services	-271	12,000	9,418.63	17,833.02	(5,833.02)	149%
Small Tools/FF Equipment	-401	13,000	0.00	12,970.40	29.60	100%
Small Tools-Hose/SCBA	-402	9,000	581.60	7,993.75	1,006.25	89%
Special District Expense	-411	17,000	47.81	12,231.75	4,768.25	72%
SDE--Health Maintenance	-412	4,000	273.00	1,384.42	2,615.58	35%
Training	-422	5,000	377.65	3,073.27	1,926.73	61%
Travel/Education	-478	9,000	696.71	3,628.37	5,371.63	40%
Transportation Fuel	-480	20,000	818.92	13,131.45	6,868.55	66%
Utilities - Water/Sewer	-501	10,280	1,535.04	9,041.95	1,238.05	88%
Utilities - Electrical	-504	13,500	915.10	10,853.02	2,646.98	80%
Utilities - Propane	-505	17,150	0.00	13,666.17	3,483.83	80%
LAFCO Fee	5627	2,614	0.00	2,613.27	0.73	100%
FIXED ASSETS						
Building Fund: Structures	5640	211,698	0.00	211,697.22	0.78	100%
Equipment	5701	-	0.00	0.00	-	0%
Fire Operation Fund Totals		1,989,641	113,059.24	1,755,073.43	234,567.57	88%

CHECKS ISSUED LISTING - MAY 2018 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5001.1.001: SALARIES			
	13513, 13539 Payroll / Statutory Elective Withholding		55,339.52
	13513, 13539 Paychex Fee	employer cost	315.42
1034976, 1035708 PARS		EE withholding	96.25
	13514, 13540 EPFF Local #3581	dues and meals withholding	763.20
	13618 PERS	EE portion	4,122.55
	13618 PERS	ER paid EE portion	1,884.16
5001.1.002: EXTRA HIRE			<i>none issued</i>
5001.1.003: EXTRA HIRE - SPECIAL			
	13513, 13539 Payroll / Statutory Withholding / Elective Withholding		2,927.33
1034976, 1035708 PARS		EE withholding	233.69
5001.1.004: Expenditure: ST/TF Firefighter Payment			<i>none issued</i>
5001.1.005: Expenditure: Volunteer Firefighter Payment			<i>none issued</i>
5001.1.050: RETIREMENT (PERS)			
	13618 PERS	employer portion	9,337.10
	13618 PERS	unfunded accrued liability	3,404.50
5001.1.055: GROUP INSURANCE			
	13513, 13939 Supplemental Life Premium Withholding		-72.60
	1052065 FDAC-EBA	vision/dental/life premium	1,238.31
	1052075 SDRMA-Employee Benefit Service - medical premium		11,398.50
	1052067 Hometown Health	medical premium	875.00
5001.1.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.1.111: SAFETY CLOTHING			<i>none issued</i>
5111.1.115: SAFETY EQUIPMENT			
	1052076 Stine Electronics	parts to repair HT	49.34
	1052077 UPS	shipping charges	30.43
5111.1.121: COMMUNICATIONS: RADIOS			
	1052076 Stine Electronics	labor/shipping to repair HT	190.00

CHECKS ISSUED LISTING - MAY 2018 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5111.1.124: COMMUNICATIONS: TELEPHONE			
1052699	AT&T - Sta.2	phone/internet monthly charges	146.02
1052699	AT&T - Sta.4	phone monthly charges	159.66
1052700	Comcast - Sta. 1	phone/internet monthly charges	309.21
1052700	Comcast - Sta. 2	phone/internet monthly charges	121.54
1052701	Fox Security	alarming monitoring service	120.00
1052710	Verizon Wireless	monthly service	252.22
5111.1.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.1.141: HOUSEHOLD EXPENSE			
1051987	US Bank	air filters, hing, adapters	213.33
1052064	Ebbetts Pass Lumber Co	cleaning supplies	208.91
1052057	AmeriPride Service	rag/coverall material	154.88
1052060	CA Waste Recovery	trash removal	179.76
1052697	Anchor Pest Control	pest control	120.00
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			
1051987	US Bank	U6001: battery	115.16
1051987	US Bank	U1002: used wheel rims	194.18
1052066	Hi-Tech EVS Inc	U1005: seal	5.93
1052069	Mello Truck Repair Co	U2: new comp, rebuild offset by credit	1,548.24
1052698	Arnold Auto Supply	U1005: great eater	19.31
1052702	Hi-Tech EVS Inc	U1005: adjust pump cable	299.00
5111.1.182: MAINTENANCE: UTILITIES			
1052078	Arnold Automotive	U3018: repair coolant leak	318.26
1052698	Arnold Auto Supply	U3016: fuel filter	6.42
1052698	Arnold Auto Supply	car wash	60.05
5111.1.201: BUILDING & GROUNDS MAINTENANCE			
1052070	Modesto Overhead Door	repair side gate	1,085.00
5111.1.211: EMERGENCY CARE			<i>none issued</i>

CHECKS ISSUED LISTING - MAY 2018 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5111.1.221:	MEMBERSHIPS/SUBSCRIPTIONS		<i>none issued</i>
5111.1.241:	OFFICE EXPENSE		
	1051987 US Bank	spam blocker, late charge	11.76
	1052064 Ebbetts Pass Lumber Co	office supplies	41.62
5111.1.243:	OFFICE EXPENSE: POSTAGE		
	JE Calaveras Co	checks postage	
5111.1.245:	OFFICE EXPENSE: COPIES		
	1052711 Zoom Imaging Solutions	copier maintenance	138.65
5111.1.271:	PROFESSIONAL SERVICES		
	1052071 Nossaman LLP	legal services	517.50
	1052073 Simas & Associates	legal services	6,401.13
	1052073 Simas & Associates	appearance retainer	2,500.00
5111.1.401:	SMALL TOOLS/FF EQUIPMENT		<i>none issued</i>
5111.1.402:	SMALL TOOLS: HOSE / SCBA		
	1051985 Honeywell Analytics	calibrate Posi-chek	229.30
	1052064 Ebbetts Pass Lumber Co	c-batteries	30.87
	1051987 US Bank	glow tape, knife	321.43
	1052698 Arnold Auto Supply	blaster, WD 40	36.43
5111.1.411:	SPECIAL DISTRICT EXPENSE		
	1051987 US Bank: SAMBA	EPN reporting	47.81
5111.1.412:	SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE		
	1051987 US Bank	physical MRJ	161.00
	1052708 Adventist Health - Sonora	physical G Singh	112.00
5111.1.422:	TRAINING		
	1051987 US Bank	book: pump/aerial app D/O	290.65
	1052703 Mountain-Valley EMS Agency	EMT Cert: MSBarr	87.00
5111.1.478:	TRAVEL/EDUCATION/TRAINING		
	1051987 US Bank	fuel/hotel--FDAC annual meeting	696.71

CHECKS ISSUED LISTING - MAY 2018 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5111.1.480:	TRANSPORTATION FUEL		
	Ebbetts Pass Gas Service	fuel	818.92
5111.1.501:	UTILITIES: WATER/SEWER		
	CCWD	water/sewer	1,535.04
5111.1.504:	UTILITIES: ELECTRICITY		
	JE CPPA	electricity	915.10
5111.1.505:	UTILITIES: PROPANE		<i>none issued</i>
5640 F:	STRUCTURES		<i>none issued</i>
5701 F:	EQUIPMENT		<i>none issued</i>

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - May 2018

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	293,511	27,280.43	284,254.71	9,256.29	97%
Retirement	-.050	64,248	5,159.78	61,620.59	2,627.41	96%
Group Insurance	-.055	80,771	6,509.01	74,779.36	5,991.64	93%
Uniform Allowance	-.062	1,200	0.00	1,200.00	-	100%
SERVICES & SUPPLIES	5111					
Safety Clothing	-.111	2,728	0.00	2,727.27	0.73	100%
Safety Equipment	-.115	1,000	0.00	1,000.00	-	100%
Communications-Radios	-.121	1,000	0.00	1,000.00	-	100%
Communications-Phone	-.124	615	50.22	553.52	61.48	90%
Housekeeping	-.141	1,900	0.00	1,900.00	-	100%
Insurance-Prop/Liability	-.151	2,204	0.00	2,000.00	204.00	91%
Insurance-Workers Comp	-.153	17,050	0.00	17,050.00	-	100%
Maintenance-Apparatus	-.181	1,900	0.00	1,899.92	0.08	100%
Building Maintenance	-.201	-	0.00	0.00	-	
Emergency Care/Rescue	-.211	-	0.00	0.00	-	
Office Expense	-.241	-	0.00	0.00	-	
Office Expense-Copies	-.245	-	0.00	0.00	-	
Professional Services	-.271	2,200	0.00	1,000.00	1,200.00	45%
Small Tools/FF Equipment	-.401	-	0.00	0.00	-	
Small Tools-Hose/SCBA	-.402	500	500.00	500.00	-	100%
Special District Expense	-.411	700	5.52	59.15	640.85	8%
SDE--Health Maintenance	-.412	3,000	0.00	127.00	2,873.00	4%
SDE--Administration Fee	-.413	18,114	0.00	0.00	18,114.00	0%
Training	-.422	1,500	482.45	982.45	517.55	65%
Travel/Education	-.478	2,700	0.00	0.00	2,700.00	0%
Transportation Fuel	-.480	6,500	446.07	5,025.50	1,474.50	77%
SPECIAL TAX HANDLING FEE	5411	3,623	0.00	3,622.76	0.24	100%
Engine Paramedic Program Totals		506,964	40,433.48	461,302.23	45,661.77	91%

CHECKS ISSUED LISTING - MAY 2018 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5001.2.001: SALARIES			
	13513, 13539 Payroll / Statutory Elective Withholding		25,040.56
	13513, 13539 Paychex Fee	employer cost	67.59
1034976, 1035708	PARS	EE withholding	0.00
	13514, 13540 EPFF Local #3581	dues and meals withholding	390.00
	13618 PERS	EE portion	990.15
	13618 PERS	ER paid EE portion	792.13
5001.2.050: RETIREMENT (PERS)			
	13618 PERS	employer portion	3,335.18
	13618 PERS	unfunded accrued liability	1,824.60
5001.2.055: GROUP INSURANCE			
	13513, 13939 Supplemental Life Premium Withholding		0.00
	1052065 FDAC-EBA	vision/dental/life premium	528.75
	1052075 SDRMA-Employee Benefit Service - medical premium		5,980.26
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			<i>none issued</i>
5111.2.124: COMMUNICATIONS: TELEPHONE			
	1052700 Comcast	monthly service	50.00
	1052710 Verizon Wireless	monthly service	0.22
5111.2.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.2.141: HOUSEHOLD EXPENSE			
	1035438 AmeriPride Service	rag/coverall material	55.06
	1035447 Veritiv	household supplies	89.04
	1036647 Anchor Pest Control	pest control	48.00
5111.2.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>
5111.2.153: INSURANCE: WORKER'S COMPENSATION			<i>none issued</i>

CHECKS ISSUED LISTING - MAY 2018 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5111.2.181:	MAINTENANCE:	APPARATUS	<i>none issued</i>
5111.2.201:	BUILDING & GROUNDS	MAINTENANCE	<i>none issued</i>
5111.2.211:	EMERGENCY	CARE	<i>none issued</i>
5111.2.241:	OFFICE	EXPENSE	<i>none issued</i>
5111.2.245:	OFFICE EXPENSE:	COPIES	<i>none issued</i>
5111.2.271:	PROFESSIONAL	SERVICES	<i>none issued</i>
5111.2.401:	SMALL TOOLS / ALS	EQUIPMENT	<i>none issued</i>
5111.2.402:	SMALL TOOLS:	HOSE / SCBA	
	1051985 Honeywell Analytics	calibrate Posi-chek	500.00
5111.2.411:	SPECIAL DISTRICT	EXPENSE	
	1051987 US Bank:SAMBA	EPN reporting	5.52
5111.2.412:	SPECIAL DISTRICT EXPENSE:	HEALTH MAINTENANCE	<i>none issued</i>
5111.2.413:	SPECIAL DISTRICT EXPENSE:	ADMINISTRATIVE FEE	<i>none issued</i>
5111.2.422:	TRAINING		
	1052058 American Safety & Health Inst	CPR/BFA books/cards	482.45
5111.2.478:	TRAVEL/EDUCATION/TRAINING		<i>none issued</i>
5111.2.480:	TRANSPORTATION FUEL		
	Ebbetts Pass Gas Service	fuel	446.07
5411 P:	SPECIAL TAX HANDLING FEE		<i>none issued</i>

STATION 3 A ACCOUNT SUMMARY SHEET - May 2018

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-001	1,011,073	92,796.60	933,888.50	77,184.50	92%
Retirement	-050	187,951	15,153.65	186,741.07	1,209.93	99%
Group Insurance	-055	273,264	21,071.38	234,658.23	38,605.77	86%
Uniform Allowance	-062	4,800	0.00	4,800.00	-	100%
SERVICES & SUPPLIES	5111					
Safety Clothing	-111	11,890	0.00	11,889.50	0.50	100%
Safety Equipment	-115	2,250	0.00	2,250.00	-	100%
Communications-Radios	-121	4,500	0.00	4,500.00	-	100%
Communications-Phone	-124	3,325	233.56	2,692.14	632.86	81%
Food - Fire Line Meals	-131	400	0.00	136.23	263.77	34%
Housekeeping	-141	4,624	344.51	3,651.09	972.91	79%
Insurance-Prop/Liability	-151	6,000	0.00	6,000.00	-	100%
Insurance-Workers Comp	-153	50,000	0.00	54,940.00	(4,940.00)	110%
Maintenance-Apparatus	-181	-	0.00	0.00	-	
Maintenance-Ambulances	-183	31,250	1,306.56	34,335.73	(3,085.73)	110%
Building Maintenance	-201	5,000	0.00	2,246.99	2,753.01	45%
Emergency Care/Rescue	-211	30,000	464.07	28,415.47	1,584.53	95%
Memberships	-221	150	0.00	0.00	150.00	0%
Office Expense	-241	1,800	257.06	1,554.94	245.06	86%
Office Expense - Copies	-245	105	0.00	104.00	1.00	99%
Professional Services	-271	59,640	4,264.64	39,133.55	20,506.45	66%
Small Tools/FF Equipment	-401	6,000	0.00	5,257.20	742.80	88%
Small Tools-Hose/SCBA	-402	1,050	0.00	11.93	1,038.07	1%
Special District Expense	-411	13,136	249.92	10,498.60	2,637.40	80%
SDE--Health Maintenance	-412	3,000	161.00	326.00	2,674.00	11%
SDE--Administrative Fee	-413	45,261	0.00	0.00	45,261.00	0%
Training	-422	2,000	0.00	1,982.82	17.18	99%
Travel/Education	-478	4,500	0.00	650.00	3,850.00	14%
Transportation Fuel	-480	11,000	1,289.81	13,940.94	(2,940.94)	127%
Utilities - Water/Sewer	-501	900	333.58	1,401.72	(501.72)	156%
Utilities - Electrical	-504	1,900	181.21	1,701.47	198.53	90%
Utilities - Propane	-505	5,000	0.00	1,673.66	3,326.34	33%
BANK CHARGES - Lockbox Account	5403	1,800	144.14	1,478.38	321.62	82%
SPECIAL TAX HANDLING FEE	5411	8,276	0.00	8,292.28	(16.28)	100%
REFUND OVERPAYMENT	5612	25,000	0.00	48,844.57	(23,844.57)	195%
FIXED ASSETS						
Building Fund: Structures	5640	-	0.00	0.00	-	
Equipment	5701	-	0.00	0.00	-	
Fire Operation Fund Totals		1,816,845	138,251.69	1,647,997.01	168,847.99	91%

CHECKS ISSUED LISTING - MAY 2018**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5001.3.001: SALARIES			
13513, 13539	Payroll / Statutory Elective Withholding		84,149.77
13513, 13539	Paychex Fee	employer cost	270.36
1034976, 1035708	PARS	EE withholding	0.00
13514, 13540	EPFF Local #3581	dues and meals withholding	1,560.00
13618	PERS	EE portion	4,914.81
13618	PERS	ER paid EE portion	1,901.66
5001.3.050: RETIREMENT (PERS)			
13618	PERS	employer portion	10,287.98
13618	PERS	unfunded accrued liability	4,865.67
5001.3.055: GROUP INSURANCE			
13513, 13939	Supplemental Life Premium Withholding		-130.50
1052065	FDAC-EBA	vision/dental/life premium	1,531.18
1052075	SDRMA-Employee Benefit Service - medical premium		17,944.86
1051986	Sterling H S A	balance 2018 for JTE	1,725.84
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			
1051983	Comcast - Sta. 3	phone/internet monthly charges	230.70
1052710	Verizon Wireless	monthly service	2.86
5111.3.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.3.141: HOUSEHOLD EXPENSE			
1052057	AmeriPride Service	rag/coverall material	154.88
1052060	CA Waste Recovery	trash removal	69.63
1052697	Anchor Pest Control	pest control	72.00
5111.3.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>
5111.3.153: INSURANCE: WORKER'S COMPENSATION			<i>none issued</i>

CHECKS ISSUED LISTING - MAY 2018**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5111.3.181: MAINTENANCE: APPARATUS			<i>none issued</i>
5111.3.183: MAINTENANCE: AMBULANCES			
1052078	Arnold Automotive	U3504: repair leaking hyd hose	497.20
1052078	Arnold Automotive	U3507: oil chg, tire rotate, brake adj	320.02
1052062	Arnold Tire & Auto Care	U3504: install 2 tires	49.20
1052062	Arnold Tire & Auto Care	U3507: install 2 tires & rotate	89.20
1052064	Ebbetts Pass Lumber Co	plywood, glue	40.11
1052074	Sonora Ford	U3504: clamps, connections	198.38
1052698	Arnold Auto Supply	U3507: def, bulbs	47.06
1052698	Arnold Auto Supply	car wash, stickers	65.39
5111.3.201: BUILDING & GROUNDS MAINTENANCE			<i>none issued</i>
5111.3.211: EMERGENCY CARE			
1052056	Airgas	oxygen	165.64
1052068	Life Assist Inc.	gloves	226.83
1052707	Sav Mart Pharmaceutical	medical supplies	71.60
5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS			<i>none issued</i>
5111.3.241: OFFICE EXPENSE			
1052709	Staples	paper, ink cartridge	228.13
1052064	Ebbetts Pass Lumber Co	office supplies	28.93
5111.3.271: PROFESSIONAL SERVICES			
1051984	Elinor Hall	IGT Consulting	731.25
1052072	Novato Fire District	Feb billing: 48 PCR's	864.00
1052704	Novato Fire District	Feb billing: 51 PCR's	918.00
	JE Calaveras Co Sheriff's Office	April Dispatch fee: 43 calls	1,751.39
5111.3.401: SMALL TOOLS/FF EQUIPMENT			<i>none issued</i>
5111.3.402: SMALL TOOLS: HOSE / SCBA / MEDICAL			<i>none issued</i>
5111.3.411: SPECIAL DISTRICT EXPENSE			
1051987	US Bank: SAMBA	EPN reporting	22.06
1052706	Sacramento Metro FD - FY 13-14	admin fee for add'l ACA paymen	196.82
1052706	Sacramento Metro FD - FY 14-15	admin fee for add'l ACA paymen	31.04

CHECKS ISSUED LISTING - MAY 2018**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE			
1052708	Adventist Health - Sonora	physical GCV	161.00
5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE			<i>none issued</i>
5111.3.422: TRAINING			<i>none issued</i>
5111.3.478: TRAVEL/EDUCATION/TRAINING			<i>none issued</i>
5111.3.480: TRANSPORTATION FUEL			
	Ebbetts Pass Gas Service	fuel	907.48
1052061	Chevron	fuel	382.33
5111.3.501: UTILITIES: WATER/SEWER			
	CCWD	water/sewer	333.58
5111.3.504: UTILITIES: ELECTRICITY			
	JE CPPA	electricity	181.21
5111.3.505: UTILITIES: PROPANE			<i>none issued</i>
5403 A: BANK CHARGES			
	JE WestAmerica Bank	lockbox account fee	\$144.84
5411 A: SPECIAL TAX HANDLING FEE			<i>none issued</i>
5640 A: STRUCTURES			<i>none issued</i>
5701 A: EQUIPMENT			<i>none issued</i>
8001/5612 A: REFUNDS			
7517	Blue Shield of CA	refund overpayment	3,117.87
7518	Dept of Health Care Services	refund overpayment	198.43
7519	R Harmuth	refund overpayment	146.73
7520	S Hauer	refund overpayment	1,516.53
7521	K Saylor	refund overpayment	50.00



**Pacific Gas and
Electric Company**

June 6, 2018

**Prepare for extreme weather.
Visit pge.com/mywildfirealerts
today to update your contact
information.**



13540 *****AUTO**5-DIGIT 95220 T31 P2

Ebbetts Pass Fire Dist
PO Box 66
Arnold, CA 95223-0066

RE: Important Message: Shutting Off Power During High Wildfire Threats

Dear Valued Customer:

As part of our commitment to safety, we are reaching out to our customers, like you, who are in or near high wildfire-threat areas. We want to keep you and your employees informed and updated of additional precautionary steps we are taking to address the growing threat of extreme weather and wildfires, such as possible power outages. We know how impactful it is to be without power and want to be sure we can alert you in the event of an outage. **Please visit pge.com/mywildfirealerts today to update your contact information using your account number(s) on the reverse of this letter.**

Taking action to keep you and your employees safe

To help ensure the safety of our customers and communities we are privileged to serve, we are taking action with our **Community Wildfire Safety Program**. For your safety, it may be necessary for us to temporarily turn off electricity to your neighborhood or community when extreme fire danger conditions occur. **We know how much you rely on reliable electric service and would only consider temporarily turning off power in the interest of safety, and as a last resort.** If we need to turn off your power, we will attempt to contact you in advance and provide updates until power is restored.

What to expect if power is turned off

In the event we need to turn off your power for safety reasons, here is what you can expect:

- When and where possible, early warning notification so you can prepare. Extreme weather threats can change quickly. Please make sure to update your contact information by visiting pge.com/mywildfirealerts or calling **1-866-743-6589** during normal business hours. We will use this information to alert you via automated calls, texts, and emails.
- Additional updates through social media, local news, radio, and the pge.com website.
- Coordination with your local authorities to provide updated outage information.

Taking steps to prepare

We know you may have questions about how to best prepare for the threat of wildfires and the possibility that power may be turned off. To learn whether your business is in or near a high wildfire-threat area on the California Public Utilities Commission (CPUC) fire map, visit cpuc.ca.gov/FireThreatMaps. All customers in these high-risk areas should prepare an emergency plan. For more information on how to keep you and your employees emergency-ready and safe during an outage, **please visit pge.com/wildfiresafety**. You can also reach us by email at wildfiresafety@pge.com.

Sincerely,

PG&E Wildfire Safety Team

RECEIVED

JUN 11 2018

Ebbetts Pass Fire District

Visit pge.com/wildfiresafety for more information on PG&E's Community Wildfire Safety Program


CCC-0518-9988

Calaveras Local Agency Formation Commission

MEMORANDUM

May 22, 2018

TO: Independent Special Districts
Melissa Eads, City of Angels, City Manager
Diane Severud, Calaveras Co. Board of Supervisors
Timothy Lutz, Calaveras Co. Administrator
Rebecca Callen, Calaveras County Auditor
Mike Sargent, Angels Camp Interim Finance Officer

FROM: John Benoit, Executive Officer 

RE: Transmittal of LAFCO Adopted Final FY 2018-2019 budget
Via email only

As directed by the Calaveras Local Agency Formation Commission and Government Code Section 56381 (a), I am transmitting a copy of adopted Resolution 2018-0004 and the adopted final LAFCO budget for FY 2018-2019.

The amount to be apportioned between the Districts, the City of Angels and the County for the upcoming fiscal year is the same as last year at \$74,515.60.

Resolution 2018-0004

of the

Calaveras Local Agency Formation Commission

Resolution of the Calaveras Local Agency Formation Commission Adopting a Final Budget for 2018-2019

WHEREAS, Calaveras LAFCO is required by Government Code Section 56381(a) to adopt annually, following a noticed public hearing, a proposed budget by May 1st and a final budget by June 15th; and,

WHEREAS, the Commission has prepared a proposed budget for public review which was adopted on March 19, 2018; and,

WHEREAS, the Executive Officer has prepared a final budget including estimated budgeted carryovers; and

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of the final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, the approved budget priorities for Fiscal Year 2018-2019 and the Executive Officer's report and recommendations; and

WHEREAS, the Commission has considered the attached Budget in light of the requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000;

NOW THEREFORE, the Calaveras Local Agency Formation Commission does hereby determine, resolve, and order the following:

1. Notwithstanding item 3 below, that Calaveras LAFCO hereby adopts the attached final 2018-2019 budget service and supplies appropriation of \$117,196.00.
2. That Calaveras LAFCO hereby establishes a contingency fund of \$11,719.00 for FY 2018-2019.
3. LAFCO hereby allocates \$75,000.00 for its general reserve fund plus any unrestricted carryover funds from the previous fiscal year.
4. Directs the Executive Officer to transmit the final budget to the County Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible.
5. The Commission desires to retain any and all carryover funds to fund future Municipal

Service Reviews, special projects, legal expenses, its reserve fund and Spheres of Influence projects as provided for in G.C. Code Section 56381.

6. Request the Auditor collect the funds as required in Section 56381 of the government code and apportion \$74,515.60 between the City, the Special Districts and the County for the operational costs of LAFCO. In the event of non-payment of LAFCO funds by any entity subject to the LAFCO's apportionment, the Commission hereby requests and authorizes the Auditor to collect the funds from property tax revenues or any other revenue source and deposit the funds into the LAFCO account.

PASSED AND ADOPTED by the Calaveras Local Agency Formation Commission at a regular meeting of said Commission held on May 21st, 2018 by the following roll call vote:

AYES: Dashner, Oliveira, Folendorf, Hermann, Tofanelli & Paque

NOES: -

ABSTAINS: -

ABSENT: - Lavaroni

Signed and approved by me after its passage this 21st day of May 2018.



Michael Oliveira, Chair, or Anita Paque, Vice-Chair, Calaveras LAFCO

Attest:



John Benoit, Executive Officer
Calaveras LAFCO

Calaveras LAFCo
FINAL Budget 2018-2019

EXHIBIT "A"

	2015-2016 Final Budget	2016-2017 FINAL Budget	2017-2018 FINAL Budget	2018-2019 Proposed Budget	2018-2019 FINAL Budget
EXPENDITURES					
SERVICES AND SUPPLIES					
62001 Extra Hire - Commissioners Stipend	\$6,600.00	\$6,600.00	\$6,600.00	\$3,300.00	\$3,300.00
62050 Insurance	\$1,662.60	\$1,623.60	\$1,623.60	\$1,721.00	\$1,721.00
62051 Communications	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00
62052 Memberships - Calafco	\$785.00	\$840.00	\$899.00	\$925.00	\$925.00
62053 Office Expense - General	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00
62054 Office Expense - Postage	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
62055 Office Expense - Copies	\$2,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
62056 Water-Wastewater MSR-SOI	\$25,000.00	\$20,000.00	\$25,000.00	\$25,000.00	\$25,000.00
62057 Prof Services-(CSD-water-wastewater SOI)	\$20,000.00	\$19,000.00	\$20,000.00	\$20,000.00	\$20,000.00
62058 File Scanning and Retention	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
62059 Professional Services-Exec. Officer/Clerk	\$42,500.00	\$42,500.00	\$42,500.00	\$42,500.00	\$42,500.00
62060 City Finance Charges (formerly A-87)	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00
62061 Legal Notices	\$500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
62062 Training	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
489.6 Personal Mileage Reimb	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
62064 Travel Expense	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
62065 Legal Counsel Services and misc Legal Expenses	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
62067 Special Dist. Training	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00
TOTAL SERVICES AND SUPPLIES	\$119,297.60	\$119,313.60	\$120,372.60	\$117,196.00	\$117,196.00
62066 Contingency Fund	\$11,929.76	\$11,931.36	\$12,037.26	\$11,719.60	\$11,719.60
General Reserve Fund	\$70,000.00	\$70,000.00	\$75,000.00	\$75,000.00	\$75,000.00
Services, Contingency and Reserve Total	\$201,227.36	\$201,244.96	\$207,409.86	\$203,915.60	\$203,915.60
Carryover from prior year	\$120,909.00	\$121,000.00	\$127,000.00	\$127,000.00	\$127,000.00
Anticipated Project Revenue	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Anticipated Interest	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00
Contributions from Governments	\$77,918.36	\$77,844.96	\$78,009.86	\$74,515.60	\$74,515.60
AMOUNT TO BE APPORTIONED	\$77,918.36	\$77,844.96	\$78,009.86	\$74,515.60	\$74,515.60

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE COUNTY OF CALAVERAS
BEHAVIORAL HEALTH SERVICES AND EBBETTS PASS FIRE DISTRICT
FOR THE ADMINISTRATION AND STORAGE OF NARCAN NASAL SPRAY KITS**

This Memorandum of Agreement ("MOU") is entered into this 19th day of June, 2018 by and between Calaveras County Behavioral Health Services (BHS) and Ebbetts Pass Fire District (EPFD).

WHEREAS, BHS is a Recipient of Federally Provided Narcan nasal spray kits (Narcan Kits) which are designed to halt potential opiate overdose deaths; and

WHEREAS, BHS has been charged with securing administration of the Narcan Kits with the greatest possible efficacy County-wide; and

WHEREAS, first responder employees and persons designated in Attachment A will be trained in the use, administration, and storage of Narcan Kits; and

WHEREAS, the parties to this MOU agree that EPFD can assist BHS with necessary administration for the greater benefit of the public good; and

WHEREAS, EPFD has agreed to store the Narcan Kits under conditions specified in Attachment A.

I. TERMS

NOW THEREFORE, BHS AND SHERIFF AGREE as follows:

- 1) For no charge, EPFD shall receive a total of 10 kits after training by BHS is completed.
- 2) EPFD shall file a report with BHS within ____days of each administration of a Narcan Kit as reflected by the form set forth at Attachment B.
- 3) EPFD shall have discretion as to which employees participate under this MOU and the time, place and manner in which such employees may carry the Narcan kits but only after consultation with BHS.
- 4) BHS shall have unilateral discretion to demand return of all Narcan Kits provided based on expiration date or any other reason dictated by business necessity.
- 5) The term of this MOU is open ended, but shall in no event continue after exhaustion or return of all Narcan kits under the terms of this MOU

II. NOTICE:

Any notice or communication related to this MOU, including change of address of either party during the term of the MOU shall be in writing and may be personally served or sent by prepaid first class mail to the respective parties as follows:

To BHS : John Lawless, LCSW Deputy Director, Health and Human Services

III. INDEMNIFICATION:

The parties shall mutually hold each other, the county, its elected and appointed officials, officers, employees, agents and volunteers, harmless from any and all claims, losses, and damages for every cause, including but not limited to injury to person or property, resulting from performance under this MOU.

IV. INSURANCE:

Each of the parties of this MOU is an entity which is self-insured and/or carries general liability insurance.

V. ASSIGNABILITY

This MOU shall not be assignable by any party.

VI. ENTIRE AGREEMENT

This MOU contains the entire agreement of the parties relating to the subject matter of this MOU and supersedes all prior agreements and representations between the parties with respect to the subject matter hereof.

VII. CAPTIONS

The captions of this MOU are for convenience in reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this MOU.

VIII. COUNTERPARTS

This MOU may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

IX. OTHER DOCUMENTS

The parties agree that they shall cooperate in good faith to accomplish the object of this MOU and, to that end, agree to execute and deliver such other and further instruments and documents as may be necessary and convenient to the fulfillment of these purposes.

X. AUTHORITY

All parties to this MOU warrant and represent that they have the power and authority to enter into this MOU in the names, titles and capacities herein stated and on behalf of any entities, persons, estates or firms represented or purported to be represented by such entity(s), person(s), estate(s) or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this MOU are in full compliance. Further, by entering into this MOU neither party hereto shall have breached the terms or conditions of any other contract or agreement to which such party is obligated, which such breach would have a material effect hereon.

Signature lines

John Lawless, LCSW Deputy Director HHSA

Date

Mike Johnson, EPFD Fire Chief

Date

MOU Between the County of Calaveras Behavior Health Services and Ebbetts Pass Fire District for the administration and storage of Narcan Nasal Spray Kits “Attachment A”

BLS responder employee list that will be trained in the use, administrative, and storage of Narcan Kits:

Michael Barr

Sean Bitner

Shea Buhler

Daniel Bredbenner

Aaron Downing

James Eaves

Nicholas Landuyt

Michael Johnson

Rodney Rodr



Plan Code: _____

AirMedCare Network Affinity Group Membership Discount

Organization:
Physical Address:

Mailing Address:
Contact:
Phone:
Email:
County:

Membership Sales Manager/ Base: Sonja Conklin/R34
Participants:

1. The Organization is partnering with AirMedCare Network participating providers, an alliance of affiliated air ambulance providers *(each a "Company"), to offer special group membership pricing to individuals (Participants) who are affiliated with the Organization so they (and members of their household) can be members of the AirMedCare Network participating provider membership programs as provided in this Agreement. The Organization represents that it has at least 150 potential Participants, each representing a separate household. The Organization will either (1) provide a current list of potential Participants for direct marketing and verification or (2) facilitate marketing efforts to potential Participants and verify the affiliation status of a Participant when a completed membership application is received.
2. A Participant must be actively affiliated with the Organization (as a member or similar relationship) when the membership fee is paid by such Participant.

Pricing:

- The membership fees to be paid by the Participants who decide to complete a membership application are:

Monthly Recurring	Annual Membership	3 Year Membership	5 Year Membership	10 Year Membership
\$9	\$65	\$185	\$300	\$575

- Membership fees may be changed at any time with at least 10 days' prior written notice to the Organization. Multiple year memberships are not available in all areas.

General Provisions:

1. Participant memberships will be effective upon AirMedCare Network's receipt of (a) this Agreement signed by the Organization, (b) payment as provided above and (c) membership applications completed by the Participants. Memberships will automatically expire without notice (i) after one year for annual payment plans, and (ii) after one month for monthly payment plans; however, a 60 day grace period will apply if a membership renewal payment is received within such grace period. No refunds.
2. AirMedCare Network agrees that Participant Lists and membership applications (a) will be used by AirMedCare Network only for the purpose of delivering AirMedCare Network services, (b) will be treated like any other AirMedCare Network confidential information and (c) will not be used, sold or shared with any third party inconsistent with this provision.
3. This Agreement will automatically renew on its anniversary date (annually or monthly, as applicable), if (a) no termination notice has been sent by either party and (b) payment for the renewal period is received by AirMedCare Network before expiration of the grace period. Either party may terminate this Agreement at any time and for any reason with 30 days prior written notice to the other party, but termination will not affect issued memberships.



Page 1 of 3

Initial_____



Terms and Conditions

AirMedCare Network is an alliance of affiliated air ambulance providers* (each a "Company"). An AirMedCare Network membership automatically enrolls you as a member in each Company's membership program. Membership ensures the patient will have no out-of-pocket flight expenses if flown by a Company by providing prepaid protection against a Company's air ambulance costs that are not covered by a member's insurance or other benefits or third party responsibility, subject to the following terms and conditions:

1. Patient transport will be to the closest appropriate medical facility for medical conditions that are deemed by AMCN Provider attending medical professionals to be life- or limb-threatening, or that could lead to permanent disability, and which require emergency air ambulance transport. A patient's medical condition, not membership status, will dictate whether or not air transportation is appropriate and required. Under all circumstances, an AMCN Provider retains the sole right and responsibility to determine whether or not a patient is flown.
2. AMCN Provider air ambulance services may not be available when requested due to factors beyond its control, such as use of the appropriate aircraft by another patient or other circumstances governed by operational requirements or restrictions including, but not limited to, equipment manufacturer limitations, governmental regulations, maintenance requirements, patient condition, age or size, or weather conditions. FAA restrictions prohibit most AMCN Provider aircraft from flying in inclement weather conditions. The primary determinant of whether to accept a flight is always the safety of the patient and medical flight crews. Emergent ground ambulance transport of a member by an AMCN Provider will be covered under the same terms and conditions.
3. Members who have insurance or other benefits, or third party responsibility claims, that cover the cost of ambulance services are financially liable for the cost of AMCN Provider services up to the limit of any such available coverage. In return for payment of the membership fee, the AMCN Provider will consider its air ambulance costs that are not covered by any insurance, benefits or third party responsibility available to the member to have been fully prepaid. The AMCN Provider reserves the right to bill directly any appropriate insurance, benefits provider or third party for services rendered, and members authorize their insurers, benefits providers and responsible third parties to pay any covered amounts directly to the AMCN Provider. Members agree to remit to the AMCN Provider any payment received from insurance or benefit providers or any third party for air medical services provided by the AMCN Provider, not to exceed regular charges. Neither the Company nor AirMedCare Network is an insurance company. Membership is not an insurance policy and cannot be considered as a secondary insurance coverage or a supplement to any insurance coverage. **Neither the Company nor AirMedCare Network will be responsible for payment for services provided by another ambulance service.**
4. Membership starts 15 days after the Company receives a complete application with full payment; however, the waiting period will be waived for unforeseen events occurring during such time. Members must be natural persons. Memberships are non-refundable and non-transferable.
5. Some state laws prohibit Medicaid beneficiaries from being offered membership or being accepted into membership programs. By applying, members certify to the Company that they are not Medicaid beneficiaries.
6. These terms and conditions supersede all previous terms and conditions between a member and the Company or AirMedCare Network, including any other writings, or verbal representations, relating to the terms and conditions of membership.

*Air Evac EMS, Inc. / Guardian Flight LLC / Med-Trans Corporation / REACH Air Medical Services, LLC — These terms and conditions apply to all AirMedCare Network participating provider membership programs, regardless of which participating provider transports you.



Agreed to by:

Signature

Printed Name

Title

Organization Name

Date

Signature

Keith Hovey

Printed Name

Vice President

Title

Membership

Division

Date

peggy

SACRAMENTO CA 957

24 MAY 2018 PM 6 L

Thank you for
my smoke
detector!! That's a
great "peace of
mind" Kind of thing!
You are terrific -
Lucky Me -



Ebbetts

Pass Fire
District

PO Box 66

Arnold, Ca

95223



Ebbetts Pass Fire District



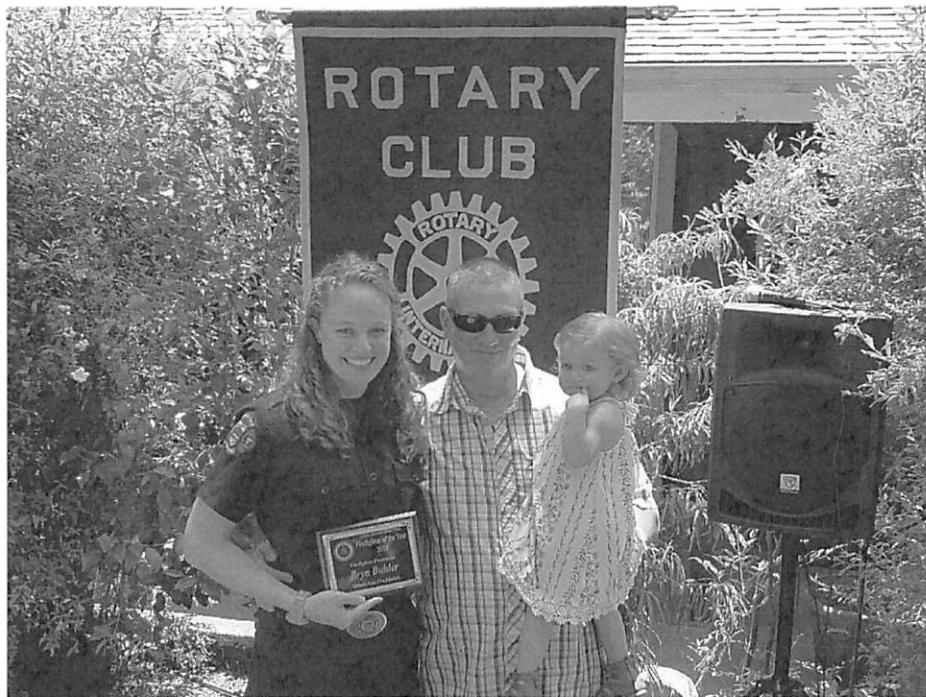
Date: June 14, 2018

To: Ebbetts Pass Fire District Board of Directors

From: Mike Johnson, Fire Chief

RE: Angels/Murphy's Rotary Club "Officer of the Year Award" recipient Bryn Buhler

It is with great enthusiasm to inform you that the Angels/Murphy's Rotary Club has selected our very own Firefighter/Paramedic Bryn Buhler as of this year's recipients for "Officer of the Year Award". This is a well-deserved award for Firefighter Buhler for all the "above and beyond" work she has successfully done for our agency including but not limited to her involvement with grant writing, alternative funding, and special projects such as the recent ambulance build. Firefighter Buhler received the award at the annual Rotary lunch for officers held on June 7th at Murphy's Hotel. We are very proud of her work that earned her the award and excited to see what the future holds for this talented member of our agency.



Mike Johnson, Fire Chief

A handwritten signature in dark ink, appearing to be "Mike Johnson", with a long horizontal flourish extending to the right.

Ebbetts Pass Fire Protection District	Policy: 6130
Subject: Personnel - Vacation Time	Effective Date: Adopted 03/29/94 Revision Date: 8/18/2015 Review Date: Draft 2018

01. Each permanent full-time employee shall be entitled to an annual paid vacation. No employee shall be entitled to utilize accrued vacation time until he/she has been in District service for at least 12 months.

01.1. The Board of Directors authorizes the Fire Chief the discretion to waive the required 12 months of service time for employees who have become permanent full-time and who were previously temporary part-time, temporary full-time or permanent part-time.

02. With sufficient notification and so long as it does not place a burden on District operations, personnel shall be allowed to take vacation time in any increments of time.
03. Requests for vacation shall be submitted at least 21 days in advance. Requests shall be approved by the Fire Chief with reasonable regard for the desires of the employee insofar as they are consistent with the needs of the District.
04. Requests for vacation submitted between January 1 and January 31 of each calendar year shall be honored by seniority.
05. ~~A Captain and Engineer from the same shift may not schedule concurrent vacation time unless the shift can be covered by at least one off-duty paid staff member.~~

06. Paid vacation time for 24-hour shift personnel shall accrue as follows:

Upon hire and less than 5 years of service: 9.33 hours/month (112 hours/year) (Cap 224)
 Begin at 5 years of service and less than 10 years of service: 14.0 hours/month (168 hours/year) (Cap 336)
 Begin at 10 years of service and less than 15 years of service: 18.67 hours/month (224 hours/year) (Cap 448)
 Begin at 15 years of service: 20 hours/month (240 hours/year) (Cap 480)

07. Paid vacation time for 8-hour-per-day personnel shall accrue monthly at a rate equal to:

Upon hire and less than 5 years of service: 10 working days per year (Cap 160)
 Begin at 5 years of service and less than 10 years of service: 15 working days per year (Cap 240)
 Begin at 10 years of service and less than 15 years of service: 20 working days per year (Cap 320)
 Begin at 15 years of service: 22 working days per year (Cap 352)

08. Employees may not accrue more than two years of vacation time based upon their respective time in service.

08.1. Employees shall be allowed a 30-day "grace" period to schedule vacation upon reaching their designated vacation cap.

09. Upon separation from service, retirement, or death, employees, and in the case of death the spouse of the employee, shall be paid for 100% of unused vacation time at the current hourly rate for their rank and step.
10. Cash payments for accrued vacation time, with the exception of separation from service, retirement or death, shall not be allowed.

Ebbetts Pass Fire District	POLICY: 1070
Subject: Fire District Records: Computer Backup Policy	Adoption Date: 9/20/10 Revised Date: N/A Review Date: 1/20/2015

1. **Purpose:** This policy is designed to protect data in the Ebbetts Pass Fire District to ensure information is not lost and can be recovered in the event of an equipment failure, intentional destruction of data, or disaster to District facilities.
2. **Scope:** This policy applies to all computers and servers owned and operated by the Ebbetts Pass Fire District.

3. **Definitions:**

Backup - The saving of files onto a digital storage device or other offline mass storage media for the purpose of preventing loss of data in the event of equipment failure or destruction.

Archive - The saving of old or unused files onto digital storage device or other offline mass storage media for the purpose of restoring at a later date.

Restore - The process of bringing off line storage data back from the offline media and putting it on an online computer system or a file server.

4. **Guidelines:**

- 4.1. **Timing:** Backups of the District's computer systems and servers shall be performed on a daily basis.
- 4.2. **Storage:** Storage of the Fire District digital information (achieve) shall be offsite or discreetly away from the District's computer systems. This can be accomplished through the use of an on-line mass storage system or the use of separate hard-drives. Physical data drives shall be kept in a secured location with access by District Personnel.
- 4.3. **Responsibility:** The Fire Chief is ultimately responsible for the backing up of the District's digital data and information. The Fire Chief may delegate operation of data back-ups to an Information Department Manager or Office Manager.
- 4.4. **Data Backed Up:** Data to be backed up include the following information:

A. User data stored on computer hard drives.

B. Online reporting, tracking, credentialing, or other district databases used will be required to satisfy an acceptable back up methodology. At any time the Fire Chief or designee may conduct assurance testing. Fire Incident Data and FireRMS databases.

C. ~~Training Records and Training Presentation Records.~~

Ebbetts Pass Fire District	POLICY: 1070
Subject: Fire District Records: Computer Backup Policy	Adoption Date: 9/20/10 Revised Date: N/A Review Date: 1/20/2015

D.C. Other records that may be required for the operation of the Fire District.

Policy 1070