

Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING Tuesday, February 19, 2019 1037 Blagen Road, Arnold 9:00 A.M.

MEMBERS OF THE BOARD

Jon Dashner, President Thomas Sullivan, Secretary
Mike Barr Denny Clemens J. Scott McKinney

Concerning Public Comment

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

AGENDA

1. **Call to Order, Flag Salute, Roll Call**
2. **Public Appearances/Comment:** The Board will hear public comment on any agendized or non-agendized item. The Board may discuss public comment but may not take action.
3. **Consent Items:** Board action limited to discussion and approval of:
 - 3.1. Minutes: 12/11/18, 12/12/18, 01/15/19, 01/25/19
 - 3.2. Acceptance of January 2019 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 & McKinney)
 - 4.2. **Personnel Committee** (Directors McKinney & Sullivan)
 - 4.3. **Fire Prevention Committee** (Directors Clemens & Sullivan)
 - 4.4. **Apparatus/Equipment Committee** (Directors Clemens & Barr)

NOTICE OF REGULAR MEETING – continued

February 19, 2019

5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
- 5.1. **Calaveras Fire Chiefs Association:**
 - 5.1.1. Distribution of Transient Occupancy Tax (TOT) to Local Fire Districts of Calaveras County for Fiscal Year 2019/20 and 2020/21
 - 5.1.2. Distribution of Proposition 172 to Local Fire Districts of Calaveras County for Fiscal Year 2019/20 and 2020/21
 - 5.1.3. Letter of Support for County-Wide Fire Marshal Position
 - 5.2. **Ebbetts Pass Fire District:** Argument in Favor of Measure “A” as required by the Calaveras County Elections Department (Maximum 300 words)
 - 5.3. **California Special Districts Association:** Board of Directors Call for Nominations Seat B
 - 5.4. **Special District Risk Management Authority:** Notification of Nomination – 2019 Elections SDRMA Board of Directors
 - 5.5. **Special District Risk Management Authority:** Education Day March 26, 2019
 - 5.6. **Joint Powers Agreement of Calaveras County Fire Joint Powers Authority:** Local Government Fire JPA
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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
Special Meeting
January 25, 2019

SUBJECT TO APPROVAL

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1. The meeting was called to order at 9:08 A.M. by President Jon Dashner and the Pledge of Allegiance was recited. Directors present: Jon Dashner, Scott McKinney and Thomas Sullivan. Mike Barr and Denny Clemens were absent.

District personnel present: Fire Chief Mike Johnson, Paxton Fassbender
Others present: None
Media present: None

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

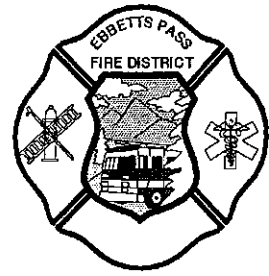
3. **RESOLUTION NO. 2019-1A: REVISED RESOLUTION DETERMINING THAT BATTALION CHIEF RONALD GETTER IS ENTITLED TO AN INDUSTRIAL DISABILITY RETIREMENT**
Mr. McKinney made a motion to void the previously adopted Resolution 2019-1 and to adopt Resolution No. 2019-1A which had been revised to include the PERS-required information. Mr. Sullivan seconded; motion passed 3-0 (AYES: Dashner, McKinney, Sullivan; ABSENT: Barr, Clemens).

4. **ADJOURNMENT**
Mr. Sullivan made a motion to adjourn. Mr. McKinney seconded; motion passed unanimously 3-0.
9:10 A.M.

Respectfully submitted,


Cheryl Howard
District Secretary

Ebbetts Pass Fire District



MINUTES Board of Directors January 15, 2019

SUBJECT TO APPROVAL

1. The meeting was called to order at 9:01 A.M. by President Jon Dashner and the Pledge of Allegiance was recited. Directors present: Mike Barr, Denny Clemens, Jon Dashner, Scott McKinney and Thomas Sullivan.

District personnel present: Fire Chief Mike Johnson, Cheryl Howard
Battalion Chief Aaron Downing
Engineers Jim Eaves, Rodney Rodr, Bryn Buhler
Engineers Glenn Verkerk and Eric Griffiths
Firefighter-EMT/Intern Dalton Butow

Others present: Ron and Julie Getter

Media present: None

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

3. **CONSENT ITEMS**

- 3.1. Mr. McKinney made a motion to approve the Minutes for December 18, 2018. Mr. Barr seconded. The motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Sullivan).
- 3.2. Mr. Sullivan made a motion to accept the Checks Listing for December 2018. Mr. McKinney seconded. The motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Sullivan).

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Dashner & McKinney)
Chief Johnson noted that one item of discussion had been the proposal from Nicholson & Olson for 3-year extension of audit contract which was scheduled later on the agenda. He the Teeter allocations for this fiscal year were not yet completed with a few more specific accounts to be distributed but the main property taxes had been allocated.
- 4.2. Personnel Committee (Directors McKinney & Sullivan)
No report.

- 4.3. Fire Prevention Committee (Directors Clemens & Sullivan)
Chief Johnson reported on recent developments toward a pilot evacuation plan for the area.
- 4.4. Apparatus/Equipment Committee (Directors Clemens & Sullivan)
Battalion Chief Downing reported on the status of the engines, ambulances and utilities. He also added information about Truck-431. There was some discussion about its maintenance costs and the District's current ISO rating. Chief Johnson noted that the challenge is multi-faceted about the truck.

Engineer-Paramedic Bryn Buhler reported that the chassis for the ordered ambulance had been secured and she gave more detail about the challenges involved with the order. The members of the Board thanked Engineer Buhler for her hard work.

5. Scheduled Items:

- 5.1. CSDA Gold Country Regional Chapter: Workshop January 30, 2019
Chief Johnson asked if any members of the Board were interested in attending and Mike Barr, Jon Dashner, and Tom Sullivan agreed to go. Chief Johnson noted that he would register them for it.
- 5.2. Amendment to Resolution No. 2018-5
Chief Johnson explained about the need for the ballot language change included within the Resolution No. 2018-5 as adopted in December. The ballot language now reads as follows:

To sustain the Ebbetts Pass Fire District Paramedic Engine and Station 3 Ambulance programs, shall the measure adding a special tax of \$134.00 per improved property with a \$6.28 annual increase for the first ten years and \$43.00 per unimproved property with a \$2.42 annual Increase for the first ten years, without expiration, generating \$1,254,107-\$1,852,800 in revenue and increasing the District's appropriations limit equal to revenue received for the next four years, be adopted?

Also added was Item 9c. Annual increase only sunsets at the 10-year anniversary in fiscal year 2029-30.

Mr. McKinney made a motion to adopt the Revised Resolution 2018-5 as presented. Mr. Sullivan seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Sullivan). Chief Johnson was directed to deliver Resolution 2018-5 to the Elections Department.

- 5.3. Nicholson & Olson Proposed 3-year Engagement Letter for Annual Financial Audits
Chief Johnson noted the work that had been done by the firm and the efficiency level was higher after having done it for three years. Mr. Clemens voiced his disagreement

with the proposed increase. After some discussion, Mr. Dashner deferred the matter to the Finance Committee to negotiate and then bring it back to the Board at its next meeting.

5.4. FDAC Annual Conference April 3-5, 2019

Chief Johnson noted that this conference may be of value for the two newest Board members if they were interested in attending it. After some discussion Directors Barr and Clemens expressed interest and Chief Johnson noted he would make hotel reservations and FDAC registration.

5.5. Lockbox Account Continuation – WestAmerica Bank

Cheryl Howard explained the Lockbox Account usage and with the discontinuation of using Novato Fire District for billing services there was no longer a need for this service for the District. She and Chief Johnson recommended closing this account as it was no longer receiving ambulance billing payments. Mr. Barr made a motion to close the District's lockbox account at WestAmerica Bank. Mr. McKinney seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Sullivan).

A 5-minute recess was declared by Chairman Dashner at 9:52 a.m. and he noted the Board would re-convene in closed session.

6/7/8. **CLOSED SESSION: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
GOVERNMENT CODE SECTION 54957**

At 1018 a.m. the open session was resumed and Mr. Dashner reported that the Board had voted unanimously to approve the Resolution 2019-1 declaring Ron Getter entitled to industrial disability retirement.

9. **REPORTS**

9.1. Administrative Report

Chief Johnson reported that the focus group was getting closer to being able to get the facts out there to the members of the public. The first meeting regarding the upcoming special tax measure was later today with a presentation at the scheduled SIRS meeting.

Chief Johnson reported that December had been a big month for call volume as there had been 70 transports.

Chief Johnson also reported that there had been a meet/greet with the District 3 Supervisor, Merita Callaway, where much of the past four year's activities were shared with her in addition to the RCD being a clearinghouse for writing and accessing grants for fuels reduction in the County. He also noted TOT and Prop. 172 funds were discussed as well as dispatching payment.

9.2. Legislative Report

Chief Johnson noted that the legislative session has begun. Mr. Sullivan asked when the local fire district JPA was going to materialize and Chief Johnson responded that the Chiefs were working on specifying some particulars within the agreement to ease concerns for various districts.

9.3. Administrative - EMS

Chief Johnson reported that staff had begun training on the three new Zoll X-Series monitors.

10. **COMMENTS, QUESTIONS, CONSIDERATIONS**

10.1. Board Members – Mr. Dashner complimented the District members in the quality of their work and their service to the community.

10.2. Firefighters Association – Engineer Jim Eaves remarked that the Board members' commitment to their community was phenomenal.


10.3. Employees' Group – Rodney Rodr thanked the members of the Board of Directors and the participants in the Focus Group for their ongoing work to make the ALS programs sustainable.

10.4. Public Comments – Ron Getter noted that he continued to be involved with the Calaveras County Fire Chaplains.

11. **ADJOURNMENT**

Mr. Barr made a motion to adjourn. Mr. Sullivan seconded; motion passed unanimously.
10:42 A.M.

Respectfully submitted,


Cheryl Howard
District Secretary

Ebbetts Pass Fire District



MINUTES

Board of Directors
December 12, 2018

SUBJECT TO APPROVAL

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

District personnel present: Fire Chief Mike Johnson, Cheryl Howard
Battalion Chief Rodney Hendrix
Captain Pete Ryan
Engineers Rodney Rodr, Jim Eaves
Engineers Glenn Verkerk, Bryn Buhler
Firefighters Dana Johnson, Daniel Bredbenner, Sean Bitner

Others present: None

Media present: Charity Maness of the Calaveras Enterprise

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

3. **REVIEW OF DECEMBER 11, 2018, COMMUNITY MEETING “DECIDING OUR FUTURE”**

- 3.1. Review of Surveys and/or Compilation of Survey Results

Chief Mike Johnson reported that there had been 72 surveys collected from the December 11th meeting at Independence Hall. He noted that there was substantial information that was derived from the surveys and that the annual increase had shown it had substantial support while there was no indication of need for the sunset of the annual increase. The compilation of the surveys was shown on the board as follows:

<u>No Increase</u>	<u>ALS Sustainability</u>	<u>+1 FF</u>	<u>+3 FF</u>	<u>Sta. 2</u>
0	1	3	23	35

Chief Johnson noted that this showed that 56% of those present at the meeting were in support of making Sta. 2 a paid station.

Mr. Dashner commented that he had thought that, among the people present at the town meeting, there seemed to be a good cross section of various areas within the District. Mr. McKinney asked if there was time for additional survey distribution. Chief Johnson replied that there may be but it would be very tight to be able to get any decision to the Elections Department in time for a May election. Some discussion ensued with regard to the requirements for the election dates and possibility of enough time for additional polling. Chief Johnson volunteered to call the Elections Department. Mr. Sullivan made a motion to have a 10-minute recess. Mr. Barr seconded; motion passed unanimously (Barr, Clemens, Dashner, McKinney, Sullivan).

Upon return from recess, Chief Johnson reported that none of the Elections Officials were able to get on the telephone with him.

Mr. Dashner made a motion to narrow discussion to Items 4 (addition of 3 firefighters) and 5 (opening of Sta. 2 as a paid station), putting an item on the May ballot, including the annual increase, and including a sunset on the increase. Mr. Barr seconded; motion passed 5-0 (Barr, Clemens, Dashner, McKinney, Sullivan).

Further discussion continued regarding the various options until Mr. Clemens made a motion to advance with option 4 which was the addition of three firefighters (one for each of the District's three shifts). Mr. Dashner seconded; motion passed unanimously (Barr, Clemens, Dashner, McKinney, Sullivan).


3.2. Resolution/Ballot

Mr. Dashner made a motion to adopt Resolution 2018-5 with the ballot language as included. Mr. Barr seconded; motion passed 5-0 (Barr, Clemens, Dashner, McKinney, Sullivan).

4. **ADJOURNMENT**

Mr. Sullivan made a motion to adjourn. Mr. Dashner seconded; motion passed unanimously.

Respectfully submitted,


Cheryl Howard
District Secretary

Ebbetts Pass Fire District



MINUTES

Board of Directors
December 11, 2018

SUBJECT TO APPROVAL

1. The meeting was called to order at 6:00 P.M. by President J. Scott McKinney and the Pledge of Allegiance was recited. Directors present: Mike Barr, Denny Clemens, Jon Dashner, Scott McKinney, and Thomas Sullivan.

District personnel present: Fire Chief Mike Johnson, Cheryl Howard
Matt O'Donnell, Aaron Downing, Rodney Hendrix
Jim Eaves, Bryn Buhler, Chuck Hatcher
Nathan Attaway, Sean Bitner, Dana Johnson
Nick Landuyt

Others present: Many Members of the Public
Media present: Charity Maness, Calaveras Enterprise

PRESENTATION HANDOUT: EPFD COMMUNITY MEETING "DECIDING OUR FUTURE"

2. **Presentation and Community Survey:**
Community Meeting "Deciding our Future"

After opening the meeting, Mr. McKinney introduced Fire Chief Mike Johnson who then gave a presentation and asked the attendees to fill in and then turn in the Survey included on the back of the distributed handout.

Ebbetts Pass Fire District

*Community Meeting
"Deciding Our Future"*





Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

- Thank you all for being here today!
- Our purpose this evening is to share with you our Advanced Level Life Support program financial status and gather your input on "Service versus Fiscal Value". In addition we have additional services to gather input on as well from the attendees.



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Overview

Our agency has evolved into an Advanced Life Support provider with an Ambulance and Paramedic Engine program brought online with the support of the community.

For a rural response model we are proud that we have paramedic services for our community - it is critical to provide the highest level of first responder medicine at the earliest possible time.

"The Golden Hour" - Get patients to hospitals within an hour for the best possible outcome. Most transports are 35 miles one way to the hospital, every second counts! Having Paramedics with Ambulances in our community reduces response time to emergencies.

Paramedic Fire Engine Staffing provides Advanced Life Support if an ambulance is not available or delayed

All responders are firefighters and ambulance attendants. This helps leverage resources to maximize responder numbers responding to emergencies (Example: Wildfire suppression by our ambulance attendants because they are firefighters)





Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Current Staffing / Performance

- 2 Ambulances with Paramedics 24/7/365. One in Hathaway pines and the other in Arnold
- 1 Paramedic Engine 24/7/365. Stationed in Arnold
- 1 Supervisor 24/7/365
- 1 Prevention Officer part-time
- 1 Administrator / Secretary full-time
- 1 Fire Chief
- Intern Program
- Volunteer Staff

Statistics

- 2017 Emergency calls 1074 / 652 Medical
- In 2017 we had 2 Ambulance calls simultaneously 140 times (two medical emergencies at once)
- In 2017 we had 3 Ambulance calls simultaneously 33 times (three medical emergencies at once)
- Response time 13 minutes at least 90% of the time
- 167 emergencies Big Trees State Park and East
- Our agency covers 225 Square Miles



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Current Staffing / Performance

- Insurance Survey Office Class 2. This public protection class 2 rates our agency in the top 4,700 of 48,000 fire agencies.
- Ebbetts Pass Fire District Ambulances are the East Zone emergency transport providers since 2005- **"No out of pocket expense for residents"** transported by agency ambulance.

Statistics

- Insurance Survey Office Class 2 rating is based on our ability to respond all the current resources each day. With a drop in staffing our ISO Class will lessen and will result in higher homeowners' insurance.
- In 2016/17 this program saved a total of \$1,151,324.14 "Out of Pocket Expense" for Ground Emergency Ambulance Transports



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Paramedic Engine Program

- Approved by the community in 1998
- To provide a Paramedic on the Fire Engine
- Approved cost is \$39 Improved \$11 Unimproved properties annually
- Flat Fee - no increase
- Designed to fund the program for 10 years and we are at year 20

Ambulance Program

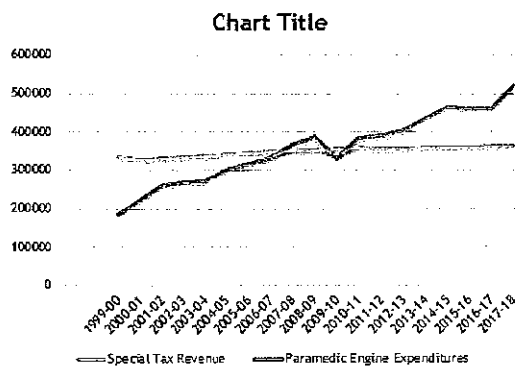
- Approved by the community in 2004
- To provide Ambulance Service to Community (2 Ambulances - no out of pocket ground transport)
- Approved cost is \$89 Improved \$27 Unimproved properties annually
- Flat Fee - no increase
- Designed to fund the program for 10 years and we are at year 15



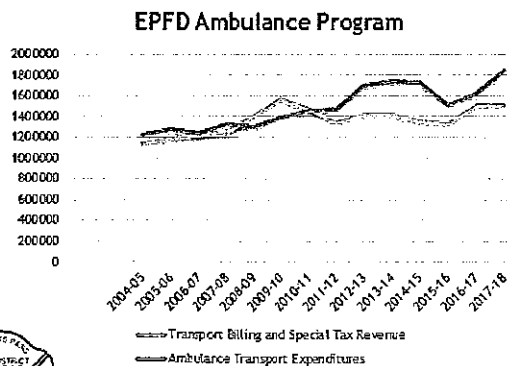
Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Paramedic Engine Program



Ambulance Program



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

- Currently the two programs combined are operating at -\$398,913 for this fiscal year.
- We have managed to extend going to the community for more funding by leveraging District Reserve funding and freezing capital outlay (not purchasing items such as Fire Trucks and Pickup trucks for example) to offset the deficit.
- At the end of this fiscal year we will no longer be able to use District Reserve funding, and our lack of capital purchases has left our fleet aged, worn out, and in need of replacement (total of 21 vehicles).
- Without additional funding going into next fiscal year, we will be forced to not always fill daily personnel openings and effectively go from 2 ambulances each day to 1 ambulance frequently. This will effect our ISO Rating and likely raise homeowner's insurance.



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Contributing factors for financial shortage

- 1998 and 2004 tax measure funding has not kept pace with higher costs for operations and maintenance. It was designed as a flat fee.
- Cost of nearly everything has increased since 1998 and 2004.
- Without additional funding going into next fiscal year, we will be forced to not always fill daily personnel openings and effectively go from 2 ambulances each day to 1 ambulance frequently.



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Contributing factors for financial shortage

2004 cost

- California Minimum Wage - \$5.50 Hour
- Fuel (Diesel) price per gallon - \$1.67
- Paramedic Heart Monitors - \$2,750
- Ambulance replacement - \$99,092
- Healthcare - \$180,255 (Annual)

2018 cost

- California Minimum Wage - \$10.50 Hour
- Fuel (Diesel) price per gallon - \$3.70
- Paramedic Heart Monitors - \$22,500
- Ambulance replacement - \$203,000
- Healthcare - \$516,554 (Annual)



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Have we done our part to avoid going back to the community for additional funding?

- Our agency has worked hard to manage the provided funding and extended the timeline it was anticipated to last.
- Reduction in overhead cost such as Station 1 loan percentage decrease in 2016 saves both payment and interest over the term of loan.
- Labor and Management working close together to reduce expenditures through cost containment measures including "Trading Shifts versus filling with Overtime" when possible.
- Healthcare costs reduced by joining JPA with Special Districts Risk Management Authority.
- Assistant Fire Chief Position vacant since 2011
- Capital outlay put on hold for Fire Engines, pickups, ambulances (we recently had to lease one), and firefighter self contained breathing apparatus
- We have actively submitted for alternative funding through grants and begun receiving funding from "1993 Proposition 172" and "Transient Occupancy Tax" for the first time starting in 2017.



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Some commonly asked questions about our Fire District

- Are Ambulance Transports free for the residents of the district? There is no out-of-pocket expense for EPFD Ambulance Transports for residents we accept insurance payment as payment in full.
- If funds are voted in by the community to fund a tax measure for our fire district are those funds or a portion of those funds subject to a "General Fund"? No: Our fire agency is not a county or city and therefore is not a "General Fund" agency. Your funding goes directly to providing services from our fire district, these are your dollars working for you directly.
- Is Ebbetts Pass Fire District a value? Yes: If you combine an ambulance ticket fee for "No out-of-Pocket Expense" and common fire tax measures in other areas of the county or state we are even less expensive (even with an increase) in some cases and providing additional benefit to the community having firefighters on our ambulances bettering our ISO Rating- more firefighters to keep fires small!



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Process for a solution

- Our agency has prepared options to address the mentioned Advanced Life Support Programs deficit and maintain current ambulance/fire level of service
- An extended focus group including community members worked in groups to provide input
- Some options include new additional services as well
- We have prepared some question and answer booths to help answer your questions



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"



Process for a solution

- We need your help Deciding Our Future!

Are you ready?

- In your hand-out packet the last 2 pages is a survey we would like your input on.
- Ask our education booths about the options listed in the survey.
- Get your questions answered by our staff.
- Check the box you best support or write in your suggestion, remember it is important to get your input.
- Leave the survey with John Vattuone at the back before you leave.



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"

Process for a solution

- Here is what you will see on the option form.



Option: Advanced Life Support Program Sustainability

What does this option offer?

- This keeps our current service level with 2 ambulances 24/7 365, Paramedic staffed Fire Engine, and some budget to staff a 3rd ambulance on peak times (likely 10 days a year)

Cost

- \$82 dollars per household annual increase (\$6.83 per month)
- Grand total **\$210 Annually**
- Unimproved lots \$25 dollars per lot annually (\$2.03 per month)
- Flat annual increase of \$4.80 per year is the estimated inflation trend for improved lots and \$1.43 per year for unimproved.



Advanced Life Support Program Sustainability and build toward 1 additional firefighter

What does this option offer?

- In time it allows to add a single firefighter, then 2, eventually 3 (One per shift) as funding allows
- All of the previous items listed under "Advanced Life Support Program Sustainability"

Cost

- \$96 dollars per household annual increase (\$8.00 per month)
- Grand total **\$224 Annually**
- Unimproved lots \$29 dollars per lot annually (\$2.42 per month)
- Annual increase \$5.38 per year is a flat increase for improved lots and \$1.63 per year for unimproved. .



Advanced Life Support Program Sustainability and 1 additional firefighter

What does this Option offer?

- Increases our Fire Engine Staffing from 2 each day to 3 each day
- Also maintains service level with 2 ambulances 24/7 365, Paramedic staffed Fire Engine, and some budget to staff a 3rd ambulance on peak times (likely 10 days a year)

Cost

- \$134 dollars per household annual increase (\$11.17 per month)
- Grand total **\$262 Annually**
- Unimproved lots \$43.10 dollars per lot annually (\$3.59 per month)
- Flat annual increase of \$6.28 per year is the estimated inflation trend for improved lots and \$2.42 per year for unimproved.



Advanced Life Support Program Sustainability and Opening Station 2 in Dorrington

What does this option offer?

- Opens Station 2 in Dorrington with 2-person staffing 24/7/ 365 (mirror the Hathaway Pines model). Paramedic always available
- This also maintains our current service level with 2 ambulances 24/7 365, Paramedic staffed Fire Engine, and some budget to staff a 3rd ambulance on peak times (likely 10 days a year)

Cost

- \$203 dollars per household annual increase (\$19.92 per month)
- Grand total **\$331 Annually**
- Unimproved lots \$61.85 dollars per lot annually (\$5.15 per month)
- Flat annual increase of \$7.94 per year is the estimated inflation trend for improved lots and \$3.48 per year for unimproved.



Option: Do not increase funding - Accept lower service

What does this option offer?

- No annual increase - keep current fee structure

Impact

- Reduction in services
- Loss of 100% staffing each day. Shut down an ambulance as needed initially and eventually more reduction in time as operational cost rise.
- Longer response times
- Loss of ISO Class 2 Public Protection Classification: Higher homeowners' insurance, less firefighters on duty to stop fire spread, less paramedics on duty to respond to medical emergencies.



Ebbetts Pass Fire District

Community Meeting "Deciding Our Future"



Comments Section

Please write....

- Add any notes you want us to look at.
- Propose new options
- All input is valued and reviewed.

Lets get started! Please ask an Ebbetts Pass Fire District representative for assistance

Thank You!



County of Calaveras
General Ledger Summary
Balance Sheet Accounts
As of 1/31/2019

Fund 2290 Ebbetts Pass Fire

<u>Object Code</u>	<u>Object Description</u>		<u>Balance</u>
<u>Assets</u>			
1006	Cash in Treasury	22900000	98,840.25
1007	Outstanding Checks	22900000	(12,289.42)
1016	Imprest Cash	22900000	40,000.00
Total Assets			<u>\$126,550.83</u>
<u>Liabilities</u>			
2002	Accounts Payable	22900000	1,163.60
2002	Accounts Payable	22900010	(1,163.60)
2009	Sales Tax Payable	22900010	42.61
2091	Accts Payable - Staledated Cks	22900010	4,481.03
Total Liabilities			<u>\$4,523.64</u>
<u>Fund Balance</u>			
3002	Fund Bal Unreserv/Undesign	22900000	336,557.73
3043	Reserve for Imprest Cash	22900000	40,000.00
Total Fund Balance			<u>\$376,557.73</u>
Year-to-Date Revenues			\$2,449,852.44
Year-to-Date Expenditures			\$2,704,382.98
Year-to-Date Transfers In			\$0.00
Year-to-Date Transfers Out			\$0.00
Year-to-Date Clearing Accounts			<u>\$0.00</u>
Total Fund Equity			<u>\$122,027.19</u>
Total Liabilities and Fund Equity			<u>\$126,550.83</u>

3. **OPPORTUNITY FOR COMMUNITY MEMBERS TO REVIEW EPFD INFORMATION**

As Chief Johnson completed his Powerpoint-assisted presentation, he encouraged the members of the public to review the handout and to ask questions at the various information booths placed around the room.

4. **RECESS FOR COMMUNITY MEMBER REVIEW OF EPFD INFORMATION**

Mr. Barr made a motion to recess the Board meeting to allow the members of the public to review the information stations and to mark their choices on the survey forms.

Mr. Sullivan seconded; motion passed unanimously 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Sullivan). The Board members remained available individually for comments and questions from members of the public but did not discuss anything among themselves.

5. **RECONVENE OF BOARD FOR ADDITIONAL INPUT**

Mr. McKinney reconvened the meeting after all those present seemed to have had ample opportunity to review the information presented in the various displays.

6. **PUBLIC APPEARANCES/COMMENT**

There were only a couple of people that specifically addressed the Board at this time. One lady asked about how the annual increase actually helped the District so Chief Johnson explained that the proposed annual increase would help the District from having to go back to the voters as soon as the special tax was not enough to support the program.

Mr. Dale Pilgeram for further clarification on the annual increase and percentage possibilities that he had been trying to calculate. Chief Johnson was able to explain some of the thought processes that had been undergone when the focus groups had met and the possibilities that had been discussed but it was determined that he and Dale Pilgeram needed to meet further to fully understand what was being asked. Dale Pilgeram agreed to meet with the Chief personally to get the answers he was seeking.

When there seemed to be no more questions, Mr. McKinney encouraged everyone present to be sure to turn in their survey responses as they left Independence Hall.

7. **ADJOURNMENT**

Mr. Dashner made a motion to adjourn. Mr. Barr seconded; motion passed unanimously.

Respectfully submitted,

Cheryl Howard
District Secretary

REVENUE ACCOUNT SUMMARY SHEET - Jan 2019

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Fire Operations:					
Property Tax - Current Secured	4010	1,962,772	0.00	1,110,332.84	57%
Administrative Fee (SB2557)	4013	(39,444)	0.00	0.00	0%
Unitary Tax	4015	44,633	0.00	22,869.17	51%
Supplemental Tax - Current Secured	4017	13,902	0.00	20,671.01	149%
Property Tax - Current Unsecured	4020	30,216	0.00	25,924.69	86%
Supplemental Tax - Current Unsecured	4027	504	0.00	997.27	198%
Prior Unsecured Taxes	4040	1,095	0.00	183.44	17%
Transient Occupancy Taxes	4072	-	0.00	10,969.65	
Interest	4300	-	0.00	(5,710.80)	
State Grants	4455	-	0.00	0.00	
HOPTR	4463	23,989	0.00	3,259.60	14%
Timber Tax	4465	-	0.00	5,707.73	
State Aid for Public Safety	4472		0.00	11,830.83	
Grant	4505	-	0.00	0.00	
Reimbursement - Personnel	4542	30,000	10,833.44	26,208.29	87%
Reimbursement - Equipment	4543	5,000	0.00	1,193.22	
HazMat Release Response Plan	4592	-	0.00	15.00	
Report Fees	4593	-	0.00	0.00	
Charges for Current Service (hydrants)	4679	10,500	0.00	0.00	
Other Refund - Prior Year Taxes	4684	-	0.00	0.00	
Training Fees	4689	-	0.00	2,800.00	
Gifts/Donations	4707	-	0.00	1,950.00	
Refund - Misc.	4708	-	1,254.30	3,136.32	
Staledated Checks	4710	-	0.00	0.00	
Other Revenue	4712	-	3,361.92	11,462.82	
Miscellaneous Revenue	4713	500	0.00	0.00	
Refunds - Insurance	4743	-	0.00	483.61	
Sale of Surplus Property	4800	-	0.00	5,400.00	
Total		2,083,667	15,449.66	1,259,684.69	60%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
EMS/Paramedic Program					
Special Tax	4077	362,276	0.00	198,442.72	55%
Refunds - Insurance	4743	-	0.00	0.00	
Total		362,276	0.00	198,442.72	55%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Station 3 AMBULANCE A					
Special Tax	4077	829,213	0.00	454,205.23	55%
Other Programs - State (GEMT)	4479	9,000	0.00	0.00	0%
State Other Aid (IGT)	4580	65,000	0.00	0.00	0%
EMS Transport Revenue	4660	700,000	57,040.27	557,669.30	80%
Transient Occupancy Taxes	4072	16,743	0.00	0.00	0%
State Aid for Public Safety (Prop 172)	4472	19,111	0.00	0.00	0%
Refunds - Insurance	4743	-		0.00	
Total		1,639,067	57,040.27	1,011,874.53	62%

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - JAN 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001.1-					
Salaries/Wages	-001	1,008,250	82,490.19	562,412.48	445,837.52	56%
Extra Hire	-002	10,000	0.00	0.00	10,000.00	0%
Extra Hire - Intern	-003	40,000	3,956.35	19,645.14	20,354.86	49%
ST/TF FF Payments	-004	30,000	0.00	6,941.72	23,058.28	23%
Volunteer FF Relief	-005	40,000	883.26	4,064.86	35,935.14	10%
Retirement	-050	177,354	14,844.46	102,618.78	74,735.22	58%
Group Insurance	-055	194,450	25,626.85	127,703.52	66,746.48	66%
Uniform Allowance	-062	3,600	1,400.00	2,809.78	790.22	78%
SERVICES & SUPPLIES	5111.1-					
Safety Clothing	-111	10,000	0.00	1,110.10	8,889.90	11%
Safety Equipment	-115	6,000	0.00	676.48	5,323.52	11%
Communications-Radios	-121	7,000	0.00	93.14	6,906.86	1%
Communications-Phone	-124	12,000	2,149.67	8,049.07	3,950.93	67%
Food - Fire Line Meals	-131	1,200	0.00	747.75	452.25	62%
Housekeeping	-141	8,000	668.70	5,629.58	2,370.42	70%
Insurance-Prop/Liability	-151	12,000	0.00	12,000.00	-	100%
Insurance-Workers Comp	-153	70,853	37,569.61	97,816.37	(26,963.37)	138%
Maintenance-Apparatus	-181	37,550	5,593.88	53,489.85	(15,939.85)	142%
Maintenance-Utilities	-182	8,250	23.60	7,630.86	619.14	92%
Building Maintenance	-201	16,100	157.55	15,090.93	1,009.07	94%
Emergency Care/Rescue	-211	1,275	0.00	0.00	1,275.00	0%
Memberships	-221	7,055	6,740.00	7,180.00	(125.00)	102%
Office Expense	-241	12,050	349.83	4,273.89	7,776.11	35%
Office Expense-Postage	-243	1,000		531.33	468.67	53%
Office Expense-Copies	-245	1,500	186.67	821.58	678.42	55%
Professional Services	-271	27,000	780.75	28,023.90	(1,023.90)	104%
Small Tools/FF Equipment	-401	13,000	591.86	7,562.52	5,437.48	58%
Small Tools-Hose/SCBA	-402	9,000	1,153.95	2,343.12	6,656.88	26%
Special District Expense	-411	17,000	39.81	10,411.03	6,588.97	61%
SDE--Health Maintenance	-412	4,000	0.00	480.00	3,520.00	12%
Training	-422	5,000	1,424.02	2,737.78	2,262.22	55%
Travel/Education	-478	9,000	0.00	1,117.56	7,882.44	12%
Transportation Fuel	-480	20,000	381.13	10,565.11	9,434.89	53%
Utilities - Water/Sewer	-501	10,280	1,573.00	6,445.97	3,834.03	63%
Utilities - Electrical	-504	13,500	876.80	5,881.59	7,618.41	44%
Utilities - Propane	-505	17,150	4,151.43	7,376.70	9,773.30	43%
LAFCO Fee	5627	2,797	0.00	2,796.82	0.18	100%
FIXED ASSETS						
Building Fund: Structures	5640	211,698	0.00	105,848.61	105,849.39	50%
Equipment	5701	-	0.00	0.00	-	0%
Fire Operation Fund Totals		2,074,912	193,613.37	1,232,927.92	841,984.08	59%

CHECKS ISSUED LISTING - JAN 2019 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5001.1.001: SALARIES			
14728, 14844	Payroll / Statutory Elective Withholding		75,099.59
14728, 14844	Paychex Fee	employer cost	252.54
1062806, 1063576	PARS	EE withholding	50.46
14729, 14845	EPFF Local #3581	EE dues and meals withholding	780.00
	PERS	EE portion	4,370.22
	PERS	ER paid EE portion	1,937.38
5001.1.002: EXTRA HIRE			<i>none issued</i>
<hr/>			
5001.1.003: EXTRA HIRE - SPECIAL			
14728, 14844	Payroll / Statutory Withholding		3,663.86
1062806, 1063576	PARS	EE withholding	292.49
5001.1.004: Expenditure: ST/TF Firefighter Payment			<i>none issued</i>
5001.1.005: Expenditure: Volunteer Firefighter Payment			
1064269	PARS	trust administration fee	441.63
1064269	PARS	trust administration fee	441.63
5001.1.050: RETIREMENT (PERS)			
	PERS	employer portion	14,844.46
5001.1.055: GROUP INSURANCE			
14728, 14844	Supplemental Life Premium Withholding		-74.60
1064264	FDAC-EBA	vision/dental/life premium	1,310.35
1063308	Hometown Health	medical premium	875.00
1063624	SDRMA-Employee Benefit Service - medical premium		14,030.10
1063625	Sterling HSA - deposit to employees accounts HSA-compatible insu		9,486.00
5001.1.062: UNIFORM ALLOWANCE			
14728, 14844	Employees/Statutory Withholding		1,400.00
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 - JAN 2019 FIRE OPERATIONS

5111.1.124: COMMUNICATIONS: TELEPHONE

1063129 AT&T Local	Sta. 2 monthly charges	164.22
1063129 AT&T Local	Sta. 4 monthly charges	177.75
1063133 Comcast	Sta. 1 monthly service	355.20
1063133 Comcast Cable - Sta 2	internet/phone monthly charges	123.75
1063145 Verizon Wireless	monthly charges	248.29
1063616 AT&T Local	Sta. 2 monthly charges	179.29
1063616 AT&T Local	Sta. 4 monthly charges	164.13
1063620 Comcast	Sta. 1 monthly service	355.08
1064263 Comcast Cable - Sta 2	internet/phone monthly charges	133.71
1064272 Verizon Wireless	monthly charges	248.25

5111.1.131: FOOD/FIRE LINE MEALS

none issued

5111.1.141: HOUSEHOLD EXPENSE

1063126 AmeriPride	towel service	168.34
1063127 Anchor Pest Control	pest control	120.00
1063128 Arnold Auto Supply	wash brush	66.47
1063134 Ebbetts Pass Lumber Co	cleaning items	8.79
1063153 US Bank	flourescent tubes	117.74
1063619 CA Waste Recovery Systems	trash removal	187.36

5111.1.151: INSURANCE: PROPERTY/LIABILITY

none issued

5111.1.153: INSURANCE: WORKER'S COMPENSATION

1063624 SDRMA	balance due on annual premium	37,569.61
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5111.1.181: MAINTENANCE: APPARATUS

1063128 Arnold Auto Supply	car wash	62.20
1063128 Arnold Auto Supply	air filter	289.56
1063128 Arnold Auto Supply	spring brake	60.05
1063137 Mello Transmission Co	U1005: service transmission	378.80
1063138 Mello Truck Repair Co	U1005: inspection, replace air dryer	1,738.94
1063147 Arnold Automotive	U1003: replace left rear brake chamber	180.00
1063153 US Bank	U2102 air brake chamber	49.47
1063153 US Bank: Shandel Eqpt	U6001: repairs	2,107.55
1064266 Hi-Tech EVS Inc.	U1002:pump test, rep outlet; U2102:	727.31

5111.1.182: MAINTENANCE: UTILITIES

1063128 Arnold Auto Supply	U3019: wipers	23.60
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CHECKS ISSUED LISTING - JAN 2019 FIRE OPERATIONS

5111.1.201: BUILDING & GROUNDS MAINTENANCE

1046658 Ebbetts Pass Gas Service	repair Sta. 2 heater	157.55
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5111.1.211: EMERGENCY CARE

none issued

5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS

1063130 CSDA	membership	6,740.00
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5111.1.241: OFFICE EXPENSE

1063142 Ebbetts Pass Lumber Co	copy paper, calendars	184.40
1063153 US Bank	spam blocker, signs, fee	63.86
1064265 Gateway Press	print map copy	101.57

5111.1.243: OFFICE EXPENSE: POSTAGE

JE Calaveras Co	mailing of checks
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5111.1.245: OFFICE EXPENSE: COPIES

1063626 Zoom Imaging Solutions	copier maintenance	186.67
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5111.1.271: PROFESSIONAL SERVICES

14850 Nossaman LLP	legal services	780.75
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5111.1.401: SMALL TOOLS/FF EQUIPMENT

1063134 Ebbetts Pass Lumber Co	impact driver bit	8.14
1063153 US Bank	fee, pump, hose, strainer	583.72

5111.1.402: SMALL TOOLS: HOSE / SCBA

1063153 US Bank	hose adapter	33.15
1063617 Bauer Compressor	prev maint on compressor	1,120.80

5111.1.411: SPECIAL DISTRICT EXPENSE

1063153 US Bank	EPN	39.81
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5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE *none issued*

5111.1.422: TRAINING

1063134 Ebbetts Pass Lumber Co	training course materials	32.02
1063146 Glenn Verkerk	reimb reg New Fire & Arson Inve	480.00
1063307 Paxton Fassbender	reimb EMT class registration	450.00
1063618 Bryn Buhler	reimb medic renewal	0.00
1063623 Dana Johnson	reimb Safety Officer L-954	375.00
1064268 Mountain-Valley EMSA	EMT Recert (SBB & SMB)	87.00

CHECKS ISSUED LISTING - JAN 2019 FIRE OPERATIONS

5111.1.478: TRAVEL/EDUCATION/TRAINING *none issued*

5111.1.480: TRANSPORTATION FUEL

1063621 Ebbetts Pass Gas Service	fuel	381.13
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5111.1.501: UTILITIES: WATER/SEWER

1063131 CCWD	water/sewer	1,573.00
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5111.1.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	876.80
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5111.1.505: UTILITIES: PROPANE

1063621 Ebbetts Pass Gas Service	propane	4,151.43
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5627 F: LAFCO Fee *none issued*

5640 F: STRUCTURES *none issued*

5701 F: EQUIPMENT *none issued*

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - Jan 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	289,462	26,289.89	199,836.92	89,625.08	69%
Retirement	-.050	70,850	6,254.28	41,929.76	28,920.24	59%
Group Insurance	-.055	83,130	10,663.69	49,542.97	33,587.03	60%
Uniform Allowance	-.062	1,200	600.00	1,200.00	-	100%
SERVICES & SUPPLIES	5111					
Safety Clothing	-.111	2,728	0.00	0.00	2,728.00	0%
Safety Equipment	-.115	1,000	0.00	148.49	851.51	15%
Communications-Radios	-.121	1,000	0.00	0.00	1,000.00	0%
Communications-Phone	-.124	615	100.36	351.46	263.54	57%
Housekeeping	-.141	1,900	115.34	784.64	1,115.36	41%
Insurance-Prop/Liability	-.151	2,250	0.00	2,250.00	-	100%
Insurance-Workers Comp	-.153	17,828	0.00	17,050.00	778.00	96%
Maintenance-Apparatus	-.181	1,900	0.00	1,659.14	240.86	87%
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	1,200.00	1,000.00	55%
Small Tools/FF Equipment	-.401	-	0.00	0.00	-	
Small Tools-Hose/SCBA	-.402	500	0.00	0.00	500.00	0%
Special District Expense	-.411	700	6.00	44.07	655.93	6%
SDE--Health Maintenance	-.412	3,000	0.00	127.00	2,873.00	4%
SDE--Administration Fee	-.413	-	0.00	0.00	-	#DIV/0!
Training	-.422	1,500	200.00	359.26	1,140.74	24%
Travel/Education	-.478	2,700	0.00	0.00	2,700.00	0%
Transportation Fuel	-.480	6,500	637.88	3,591.83	2,908.17	55%
SPECIAL TAX HANDLING FEE	5411	3,623	0.00	1,809.98	1,813.02	50%
Engine Paramedic Program Totals		494,586	44,867.44	321,885.52	172,700.48	65%

CHECKS ISSUED LISTING - JAN 2019 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5001.2.001: SALARIES			
14728, 14844	Payroll / Statutory Elective Withholding		23,960.04
14728, 14844	Paychex Fee	employer cost	75.76
1062806, 1063576	PARS	EE withholding	0.00
14729, 14845	EPFF Local #3581	EE dues and meals withholding	390.00
	PERS	EE portion	1,035.60
	PERS	ER paid EE portion	828.49
5001.2.050: RETIREMENT (PERS)			
	PERS	employer portion	6,254.28
5001.2.055: GROUP INSURANCE			
14728, 14844	Supplemental Life Premium Withholding		-11.00
1064264	FDAC-EBA	vision/dental/life premium	528.75
1063624	SDRMA-Employee Benefit Service - medical premium		5,825.22
1063625	Sterling HSA - deposit to employees accounts HSA-compatible insu		4,320.72
5001.2.062: UNIFORM ALLOWANCE			
14728, 14844	Employees/Statutory Withholding		600.00
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			
1063133, 1063626	Comcast Cable - Sta1	portion internet/phone	\$100.00
1063145, 1064272	Verizon Wireless	cell phone service	\$0.36
5111.2.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.2.141: HOUSEHOLD EXPENSE			
1063126	AmeriPride	towel service	67.34
1063127	Anchor Pest Control	pest control	48.00
5111.2.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>

CHECKS ISSUED LISTING - JAN 2019 ENGINE PARAMEDIC

5111.2.153: INSURANCE: WORKER'S COMPENSATION

1063624 SDRMA

balance due on annual premium

0.00

5111.2.181: MAINTENANCE: APPARATUS

none issued

5111.2.201: BUILDING & GROUNDS MAINTENANCE

none issued

5111.2.211: EMERGENCY CARE

none issued

5111.2.241: OFFICE EXPENSE

none issued

5111.2.245: OFFICE EXPENSE: COPIES

none issued

5111.2.271: PROFESSIONAL SERVICES

none issued

5111.2.401: SMALL TOOLS / ALS EQUIPMENT

none issued

5111.2.402: SMALL TOOLS - Hose/SCBA

none issued

5111.2.411: SPECIAL DISTRICT EXPENSE

1063153 US Bank

EPN

6.00

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

5111.2.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE *none issued*

5111.2.422: TRAINING *none issued*

5111.2.478: TRAVEL/EDUCATION/TRAINING *none issued*

5111.2.480: TRANSPORTATION FUEL

1063621 Ebbetts Pass Gas Service

fuel

637.88

5411 P: SPECIAL TAX HANDLING FEE

none issued

STATION 3 A ACCOUNT SUMMARY SHEET - Jan 2019

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	1,041,835	77,976.39	622,073.51	419,761.49	60%
Retirement	-.050	196,735	16,714.54	115,834.56	80,900.44	59%
Group Insurance	-.055	284,870	25,461.52	150,218.27	134,651.73	53%
Uniform Allowance	-.062	4,800	2,200.00	4,600.00	200.00	96%
SERVICES & SUPPLIES	5111					
Safety Clothing	-.111	11,890	0.00	851.71	11,038.29	7%
Safety Equipment	-.115	2,250	52.10	126.10	2,123.90	6%
Communications-Radios	-.121	4,500	0.00	331.78	4,168.22	7%
Communications-Phone	-.124	3,325	457.76	1,599.08	1,725.92	48%
Food - Fire Line Meals	-.131	400	0.00	32.65	367.35	8%
Housekeeping	-.141	4,624	896.12	2,378.41	2,245.59	51%
Insurance-Prop/Liability	-.151	9,000	0.00	9,000.00	-	100%
Insurance-Workers Comp	-.153	60,210	43,670.06	43,670.06	16,539.94	73%
Maintenance-Ambulances	-.183	31,250	2,343.80	21,281.78	9,968.22	68%
Building Maintenance	-.201	5,000	0.00	718.71	4,281.29	14%
Emergency Care/Rescue	-.211	30,000	8,960.71	25,185.08	4,814.92	84%
Memberships	-.221	150	0.00	0.00	150.00	0%
Office Expense	-.241	1,800	268.98	664.11	1,135.89	37%
Office Expense - Copies	-.245	105	8.09	95.78	9.22	91%
Professional Services	-.271	59,640	5,821.67	31,270.15	28,369.85	52%
Small Tools/FF Equipment	-.401	6,000	0.00	1,290.04	4,709.96	22%
Small Tools-Hose/SCBA	-.402	1,050	0.00	0.00	1,050.00	0%
Special District Expense	-.411	13,136	1,670.91	8,199.43	4,936.57	62%
SDE--Health Maintenance	-.412	3,000	571.43	1,281.43	1,718.57	43%
SDE--Administrative Fee	-.413	3,800	0.00	0.00	3,800.00	0%
Training	-.422	2,000	0.00	946.26	1,053.74	47%
Travel/Education	-.478	4,500	0.00	0.00	4,500.00	0%
Transportation Fuel	-.480	11,000	1,514.00	11,969.78	(969.78)	109%
Utilities - Water/Sewer	-.501	900	240.32	849.72	50.28	94%
Utilities - Electrical	-.504	1,900	154.79	996.25	903.75	52%
Utilities - Propane	-.505	5,000	298.32	900.99	4,099.01	18%
BANK CHARGES - Lockbox Account	5403	1,800	0.00	832.43	967.57	46%
SPECIAL TAX HANDLING FEE	5411	8,276	0.00	4,142.84	4,133.16	50%
REFUND OVERPAYMENT	5612	40,747	0.00	25,206.02	15,540.98	62%
FIXED ASSETS						
Building Fund: Structures	5640	-	0.00	0.00	-	
Equipment	5701	50,177	0.00	23,163.28	27,013.72	
Fire Operation Fund Totals		1,905,670	189,281.51	1,109,710.21	795,959.79	58%

CHECKS ISSUED LISTING - JAN 2019**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5001.3.001: SALARIES			
14728, 14844	Payroll / Statutory Elective Withholding		69,134.44
14728, 14844	Paychex Fee	employer cost	303.04
1062806, 1063576	PARS	EE withholding	0.00
14729, 14845	EPFF Local #3581	EE dues and meals withholding	1,300.00
	PERS	EE portion	5,517.93
	PERS	ER paid EE portion	1,720.98
5001.3.050: RETIREMENT (PERS)			
	PERS	employer portion	16,714.54
5001.3.055: GROUP INSURANCE			
14728, 14844	Supplemental Life Premium Withholding		-119.50
1064264	FDAC-EBA	vision/dental/life premium	1,686.50
1063624	SDRMA-Employee Benefit Service - medical premium		17,193.12
1063625	Sterling HSA - deposit to employees accounts HSA-compatible insu		6,701.40
5001.3.062: UNIFORM ALLOWANCE			
14728, 14844	Employees/Statutory Withholding		2,200.00
5111.3.111: SAFETY CLOTHING			<i>none issued</i>
5111.3.115: SAFETY EQUIPMENT			
1063134	Ebbetts Pass Lumber Co	traction shoes	52.01
5111.3.121: COMMUNICATIONS: RADIOS			<i>none issued</i>
5111.3.124: COMMUNICATIONS: TELEPHONE			
1063133, 1063624	Comcast	Sta. 3 monthly service	452.26
1063145, 1064272	Verizon Wireless	cell phone service	5.50
5111.3.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.3.141: HOUSEHOLD EXPENSE			
1063126	AmeriPride	towel service	101.00
1063127	Anchor Pest Control	pest control	72.00
1063134	Ebbetts Pass Lumber Co	cleaning items	68.07
1063141	Sierra Janitorial Supply	disinfectant, cascade	172.83

CHECKS ISSUED LISTING - JAN 2019**STATION 3 A**

1063619 CA Waste Recovery Systems	trash removal	72.58
1064262 Bryn Buhler	reimburse mattress	409.64

5111.3.151: INSURANCE: PROPERTY/LIABILITY *none issued***5111.3.153: INSURANCE: WORKER'S COMPENSATION**

1063624 SDRMA	balance due on annual premium	43,670.06
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5111.3.181: MAINTENANCE: APPARATUS

1029628 US Bank	U1003: batteries (2)	473.90
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5111.3.183: MAINTENANCE: AMBULANCES

1063128 Arnold Auto Supply	U3507: blue DEF	30.01
1063134 Ebbetts Pass Lumber Co	U3505: fasteners	4.28
1063144 TireHub LLC	U3507: tires (6)	1,628.76
1063153 US Bank	U3506: m/d tires	248.38
1063153 US Bank	U3507: batteries	345.73
1063153 US Bank	on-spot adapter nuts	86.64

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

1063125 Airgas	oxygen	173.59
1063136 Life Assist Inc	medical supplies	4,846.70
1064267 Life Assist Inc	medical supplies	3,940.42

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

1063135 Gateway Press	print posters	268.98
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5111.3.245: OFFICE EXPENSE: COPIES

1063626 Zoom Imaging Solutions	toner shipping charge	8.09
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5111.3.271: PROFESSIONAL SERVICES

1063622 Elinor Hall MPH	IGT consultation	500.00
1063139 Mountain-Valley EMS Agency	Emergency Transport Fee	835.75
JE Calaveras Co Sheriff's Office	dispatch fee - Nov - 48	2,031.36
JE Calaveras Co Sheriff's Office	dispatch fee - Oct - 58	2,454.56

5111.3.401: SMALL TOOLS/FF EQUIPMENT *none issued*

CHECKS ISSUED LISTING - JAN 2019**STATION 3 A****5111.3.402: SMALL TOOLS - Hose/SCBA***none issued***5111.3.411: SPECIAL DISTRICT EXPENSE**

1063143 Stericycle	medical waste disposal	151.44
1063153 US Bank: SAMBA	EPN	24.00
1064270 Sacramento Metro FD	SFY 11-12 per trans fee	41.58
1064270 Sacramento Metro FD	SFY 13-14 admin fee	1,132.45
1064270 Sacramento Metro FD	SFY 13-14 per trans fee	170.00
1064271 Stericycle	medical waste disposal	151.44

5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

1063153 US Bank	flu vaccine	571.43
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5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE*none issued***5111.3.422: TRAINING**

1064268 Mountain-Valley EMS Agency	EMT Recert (SMB)	87.00
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5111.3.478: TRAVEL/EDUCATION/TRAINING*none issued***5111.3.480: TRANSPORTATION FUEL**

1063621 Ebbetts Pass Gas Service	fuel	1,410.98
1063132 Chevron	fuel	103.02

5111.3.501: UTILITIES: WATER/SEWER

1063131 CCWD	water/sewer	240.32
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5111.3.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	154.79
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5111.3.505: UTILITIES: PROPANE

1063621 Ebbetts Pass Gas Service	propane	298.32
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5403 A: BANK CHARGES

JE WestAmerica Bank	lockbox account fee	\$0.00
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5411 A: SPECIAL TAX HANDLING FEE*none issued***5640 A: STRUCTURES***none issued***5701 A: EQUIPMENT***none issued***8001/5612 A: REFUNDS**

February 13, 2019



CAO Manuel Lopez

Calaveras County Supervisors: Supervisor Gary Tofanelli, Supervisor Jack Garamendi, Supervisor Merita Callaway, Supervisor Dennis Mills, Supervisor Benjamin Stopper

Calaveras County

891 Mountain Ranch Road

San Andreas, CA 95249

RE: Distribution of Transient Occupancy Tax (TOT) to Local Fire Districts of Calaveras County for Fiscal Year 2019/20 and 2020/21

The Calaveras Fire Chiefs Association is requesting the Board of Supervisors maintain the 9-way equal distribution of our share of the Transient Occupancy Tax to Local Fire Districts of Calaveras County in Fiscal Years 2019/20 and 2020/21 for planning purposes. The disbursement method used to distribute these funds is acceptable in the same format as the last two fiscal years distributions. The amount of TOT revenue planning to be received by the Local Fire Districts of Calaveras County is continuing at 25% of the overall amount received in Calaveras County.

Please feel free to contact us if you have any questions regarding this matter.

Respectfully Submitted,

Mike Johnson

President, Calaveras Fire Chiefs Association and Chief of Ebbetts Pass Fire

CC: Chief Rich Dickenson / Calaveras Consolidated Fire District

Chief Jeff Stone / Central Calaveras Fire Protection District

Chief John Rohrbaugh / Altaville Melones Fire Protection District

Chief Mike Del'Orto / Mokelumne Hill Fire Protection District

Chief Don Young / San Andreas Fire Protection District

Chief Terry Miller / West Point Fire Protection District

Chief Brian Wilkes / Murphy's Fire Protection District

CFO Joel Schwartz/Copperopolis Fire Protection district



February 13, 2019

CAO Manuel Lopez

Calaveras County Supervisors: Supervisor Gary Tofanelli, Supervisor Jack Garamendi, Supervisor Merita Callaway, Supervisor Dennis Mills, Supervisor Benjamin Stopper
Calaveras County

891 Mountain Ranch Road

San Andreas, CA 95249

RE: Distribution of Proposition 172 Funds to Local Fire Districts of Calaveras County for Fiscal Years 2019/20 and 2020/21

The Calaveras Fire Chiefs Association is requesting the Board of Supervisors maintain 9-way equal distribution of Proposition 172 Funds to Local Fire Districts of Calaveras County in Fiscal Year 2019/20 and 2020/21 for planning purposes. The disbursement method used to distribute these funds is acceptable in the same format as the last two fiscal years distributions. The amount of Proposition 172 revenue planning to be received by the Local Fire Districts of Calaveras County is continuing at 10% of the overall amount received in Calaveras County.

Please feel free to contact us if you have any questions regarding this matter.

Respectfully Submitted,

Mike Johnson

President, Calaveras Fire Chiefs Association and Chief of Ebbetts Pass Fire

CC: Chief Rich Dickenson / Calaveras Consolidated Fire District

Chief Jeff Stone / Central Calaveras Fire Protection District

Chief John Rohrabough / Altaville Melones Fire Protection District

Chief Mike Del'Orto / Mokelumne Hill Fire Protection District

Chief Don Young / San Andreas Fire Protection District

Chief Terry Miller / West Point Fire Protection District

Chief Brian Wilkes / Murphy's Fire Protection District

CFO Joel Schwartz/Copperopolis Fire Protection district



February 13, 2019

CAO Manuel Lopez

Calaveras County Supervisors: Supervisor Gary Tofanelli, Supervisor Jack Garamendi, Supervisor Merita Callaway, Supervisor Dennis Mills, Supervisor Benjamin Stopper

Calaveras County

891-Mountain-Ranch Road

San Andreas, CA 95249

RE: Letter of support for Countywide Fire Marshal Position

The Calaveras Fire Chiefs Association is in full support of the creation of a Countywide Fire Marshal Position. We believe a Countywide Fire Marshal could provide an expertise on behalf of local Calaveras Fire Districts regarding the National Fire Code, California Fire Code, Public Resource Code 4290, and Local Ordinances at the planning, permitting, and ongoing compliance for both commercial and residential standards. With the Board of Supervisors now considering Cannabis cultivation and all its inherent problems and unknowns, the position of Fire Marshal becomes even more critical. The position would likely expedite the processing time on fire service approvals for residential, commercial and agricultural (Cannabis) projects that would catalyze growth in Calaveras County. Our Association would like to express its desire to be included in the hiring process and fully engaged in the Fire Marshall's operations.

Respectfully Submitted,

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

Mike Johnson

President, Calaveras Fire Chiefs Association and Chief of Ebbetts Pass Fire

CC: Chief Rich Dickenson / Calaveras Consolidated Fire District

Chief Jeff Stone / Central Calaveras Fire Protection District

Chief John Rohrbaugh / Altaville Melones Fire Protection District

Chief Mike Del'Orto / Mokelumne Hill Fire Protection District

Chief Don Young / San Andreas Fire Protection District

Chief Terry Miller / West Point Fire Protection District

Chief Brian Wilkes / Murphy's Fire Protection District

CFO Joel Schwartz/Copperopolis Fire Protection district

DRAFT of Argument in Favor of Measure A - 293 words:

Approval of Measure A will provide much-needed funding to continue providing the same level of Advanced Level Life Support Programs and Paramedics and enhance our level of service in some areas.

Residents who live in the EPFD will pay no out-of-pocket costs for ambulance rides with the insurance company's payment considered as 100% total bill paid for a transported resident.

For several years EPFD has cut costs, increased efficiencies and deferred maintenance in order to continue operating within its existing funding amounts yet without additional funding, the District will not be able to fill vacant staff positions and may have to reduce staff on ambulances when vacancies occur.

Measure A will allow re-establishment of its Capital Outlay Program designed to replace old, worn-out equipment; rebuild its Reserve Fund used to keep programs running during unexpected budget shortfalls; add a firefighter/paramedic to each shift to help suppress fires more quickly, staff a third ambulance (when needed), or fill in for staffing vacancies during low call volume times; maintain EPFD's Public Protection Class Rating of ISO 2 for fighting fires which helps lower the cost of homeowner's insurance.

Following the passage of Proposition 13, Article XIIB was added to the State Constitution which established limits on the amount of annual property tax which special districts can spend. With voter approval of Measure A, the amount of tax collected would exceed the District's established expenditure limit and the approval of Measure would also establish a new expenditure limit and authorize the District to spend the special tax collected.

Measure A also provides an alternative means of revenue which cannot be taken by the State.

PLEASE VOTE YES TO ENHANCE AMBULANCE AND FIRE PROTECTION SERVICES AND PROVIDE COST SAVING BENEFITS FOR THOSE NEEDING TO UTILIZE AMBULANCE SERVICE.



**California Special
Districts Association**
Districts Stronger Together

DATE: February 15, 2019
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2020 - 2022 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.
(See attached CSDA Network Map)

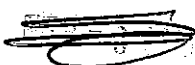
The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

RECEIVED

RECEIVED


Ebbetts Pass Fire District
Ebbetts Pass Fire District

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is April 17, 2019. Nominations and supporting documentation may be mailed, faxed, or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter in the mail. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 17, 2019. All votes must be received through the system no later than 5:00 p.m. August 9, 2019. The successful candidates will be notified no later than August 13, 2019. All selected Board Members will be introduced at the Annual Conference in Anaheim, CA in September 2018.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network Seat B-Greg Orsini, GM, McKinleyville Community Services District*
Sierra Network Seat B-Ginger Root, GM, Lincoln Rural County Fire Protection District *
Bay Area Network Seat B-Ryan Clausnitzer, SDA, GM, Alameda County Mosquito Abatement District*
Central Network Seat B-Tim Ruiz, GM, West Niles Community Services District
Coastal Network Seat B-Jeff Hodge, SDA, GM, Santa Ynez Community Services District*
Southern Network Seat B-Bill Nelson, Director, Orange County Cemetery District
(* = Incumbent is running for re-election)

AGAIN, THIS YEAR!

This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely. *Electronic Ballots will be emailed to the main contact in your district June 17, 2019. All votes must be received through the system no later than 5:00 p.m. August 9, 2019.*

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail Amberp@csda.net by **April 17, 2019** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 17 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. August 9, 2019.

The successful candidates will be notified no later than August 14, 2019. All selected Board Members will be introduced at the Annual Conference in Anaheim, CA in September 2019.

If you have any questions, please contact Amber Phelen at amberp@csda.net.



**California Special
Districts Association**
Districts Stronger Together

2019 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by fax, mail, or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS – April 17, 2019



California Special
Districts Association
Districts Stronger Together

2019 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

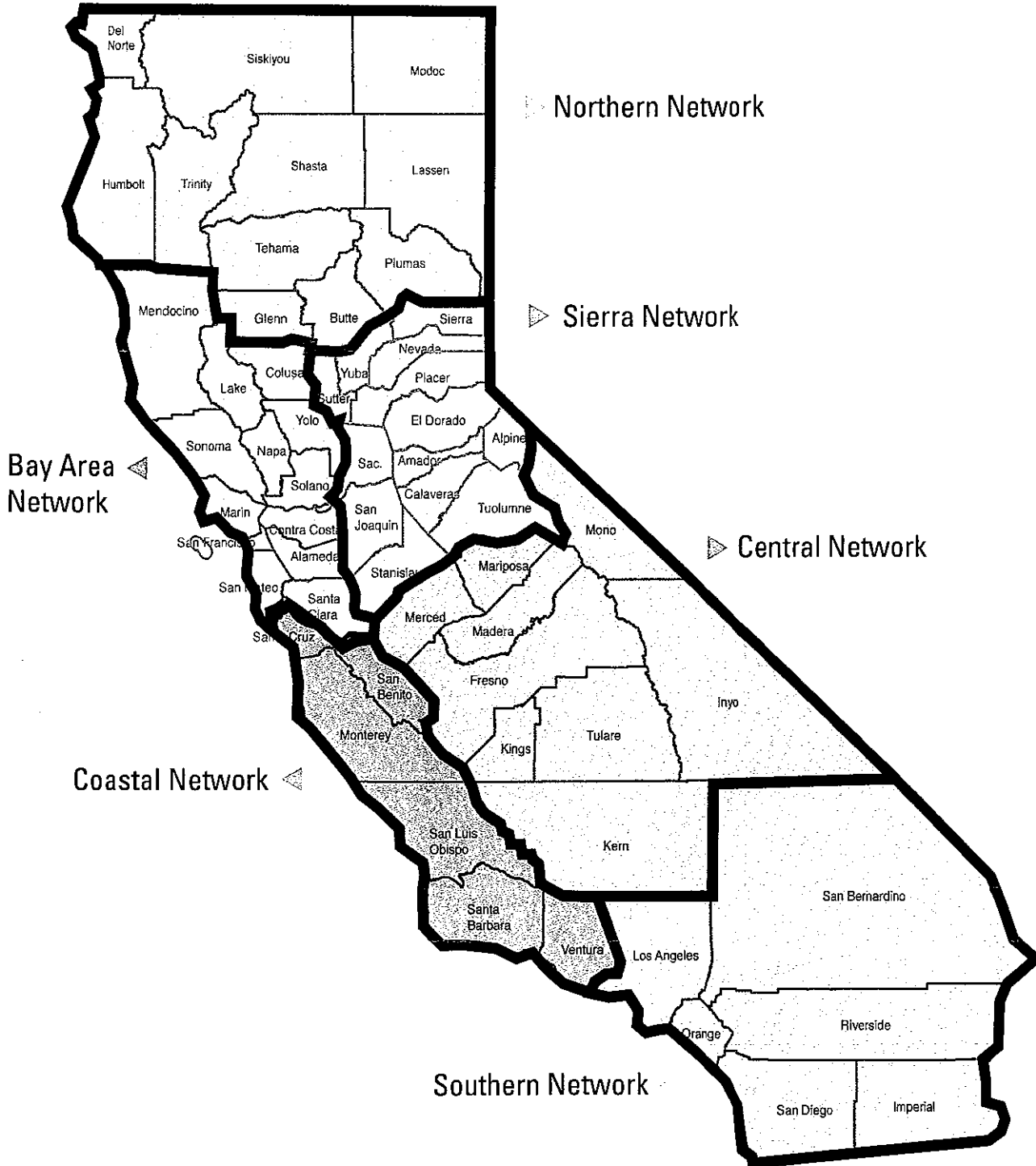
4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after April 17, 2019 will not be included with the ballot.**



California Special Districts Association

DISTRICT NETWORKS





SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141 or 800.537.7790 • F 916.231.4111

Maximizing Protection. Minimizing Risk. • www.sdrma.org

Notification of Nominations – 2019 Election
SDRMA Board of Directors

January 24, 2019

Mr. Jon Dashner
Board of Directors
Ebbetts Pass Fire District
Post Office Box 66
Arnold, California 95223-0066

Dear Mr. Dashner:

Notice of Nominations for the Special District Risk Management Authority (SDRMA) Board of Directors 2019 Election is being provided in accordance with the SDRMA Sixth Amended and Restated Joint Powers Agreement. The following nomination information is enclosed: Nomination Packet Checklist, Board of Director Fact Sheet, Nomination/Election Schedule, SDRMA Election Policy No. 2017-10, sample Resolution for Candidate Nomination and Candidate's Statement of Qualifications Form.

General Election Information - Three Director seats are up for election. The nomination filing deadline is Wednesday, May 1, 2019. Ballots will be mailed to all SDRMA member agencies in mid-May. Mail-in ballots will be due back to SDRMA not later than 4:30 p.m. Wednesday, August 21, 2019.

Nominee Qualifications - Nominees must be a member of the agency's governing body or a management employee (see SDRMA Election Policy 2017-10, Section 4.1) and be an active member agency of both SDRMA's Property/Liability and Workers' Compensation Programs. Candidates must be nominated by Resolution from their member agency's governing body and complete and submit a "Candidate's Statement of Qualifications".

Nomination Documents and Information - Nomination documents (Nominating Resolution and Candidate's Statement of Qualifications) and nomination guideline information may also be obtained on SDRMA's website at www.sdrma.org. To obtain documents electronically:

From the SDRMA homepage, scroll down and click on the "2019 Nomination & Election Information" box. All necessary nomination documents and election information may be downloaded and printed.

Term of Office – Directors are elected to 4-year terms. The term of office for the newly elected Directors will begin January 1, 2020 and expire December 31, 2023.

Nomination Filing Deadline – Nomination documents must be received in SDRMA's office no later than 4:30 P.M. on Wednesday, May 1, 2019.

Please contact SDRMA Chief Operating Officer Paul Frydendal at 800.537.7790, if you have any questions regarding the 2019 SDRMA Board of Director Nominations or the election process.

Sincerely,
Special District Risk Management Authority

Laura S. Gill
Chief Executive Officer

RECEIVED

JAN 24 2019

Ebbetts Pass Fire District

2019 Nomination Packet Checklist



SDRMA BOARD OF DIRECTORS NOMINATION AND ELECTION GUIDELINES

January 9, 2019, marked the official commencement of the election process for the SDRMA Board of Directors. Three seats on the Board of Directors are up for election in 2019.

For your convenience we have enclosed the necessary nomination documents and election process schedule. Please note that some items have important deadlines. All documents contained in this packet, as well as additional information regarding SDRMA Board elections, are available on our website www.sdrma.org and/or by calling SDRMA Chief Operating Officer Paul Frydendal at 800.537.7790.

____ **Attachment One:** **SDRMA Board of Directors Fact Sheet:** This document reviews the Board of Directors' Roles and Responsibilities along with other important information.

____ **Attachment Two:** **SDRMA Board of Directors 2019 Nomination/Election Schedule:** Please review this document for important deadlines.

____ **Attachment Three:** **SDRMA Election Policy No. 2017-10:** A Policy of the Board of Directors of the Special District Risk Management Authority establishing guidelines for Director elections.

____ **Attachment Four:** **Sample Resolution for Candidate Nomination:** A resolution of the Governing Body of the Agency nominating a candidate for the Special District Risk Management Authority Board of Directors.

____ **Attachment Five:** **Candidate's Statement of Qualifications:** Please be advised that no candidate statements are endorsed by SDRMA. Candidate's Statements of Qualification will be distributed to the membership with the SDRMA election ballot, "exactly as submitted" by the candidate.

Please complete and return all required nomination and election documents to:

SDRMA Election Committee
C/O Paul Frydendal, COO
Special District Risk Management Authority
1112 "I" Street, Suite 300
Sacramento, California 95814

RECEIVED

Ebbetts Pass Fire District

SDRMA BOARD OF DIRECTORS FACT SHEET

SDRMA BOARD OF DIRECTORS

ROLE AND RESPONSIBILITIES

Special District Risk Management Authority (SDRMA) is a public entity Joint Powers Authority established to provide cost-effective property/liability, worker's compensation, health benefit coverages and comprehensive risk management programs for special districts and other public agencies throughout California. SDRMA is governed by a Board of Directors elected from the membership by the programs' members.

Number of Board Members	SDRMA Board of Directors consists of seven Board Members , who are elected at-large from members participating in either program.
Board of Directors' Role	SDRMA Board of Directors provide effective governance by supporting a unified vision, ensuring accountability, and setting direction based on SDRMA's mission and purpose, as well as establishing and approving policy to ensure SDRMA meets its obligations and commitment to its members.
Board of Directors' Responsibilities	Board Member responsibilities include a commitment to: serve as a part of a unified governance body; govern within Board of Directors' policies, standards and ethics; commit the time and energy to be effective; represent and make policy decisions for the benefit, and in the best interest, of all SDRMA members; support collective decisions; communicate as a cohesive Board of Directors with a common vision and voice; and, operate with the highest standards of integrity and trust.
Three Seats For this Election	Elections for Directors are staggered and held every two years, four seats during one election and three seats in the following election. Three seats are up for election this year.
Term of Directors	Directors are elected for four-year terms . Terms for directors elected this election begin January 1, 2020 and end on December 31, 2023.
Board Member Travel Reimbursement	Board Members are reimbursed for reasonable travel and lodging in accordance with SDRMA Board Policy Manual 2017-01 and applicable laws and are allowed to claim a stipend of \$195 per meeting day or for each day's service rendered as a Member of the Board.
Number of Meetings per Year	The Board meets from seven to ten times annually with an average of eight board meetings per year. Generally, the Board does not meet more than one meeting per month.
Meeting Location	SDRMA office in Sacramento, CA and at two conference locations.
Meeting Dates	Typically the first Wednesday and Thursday of the month.
Meeting Starting Times	Meetings are typically held 1:00 to 5:30 p.m. Wednesday and 8:00 to 10:00 a.m. Thursday .
Meeting Length	Meetings are four to six hours on average.
Average Time Commitment	Commitment per month ranges from 15 to 20 hours .

"The mission of Special District Risk Management Authority is to provide risk financing and risk management services through a financially sound pool to California public agencies, delivered in a timely and responsive cost-efficient manner."

**SDRMA BOARD OF DIRECTORS
2019 NOMINATION/ELECTION SCHEDULE**

2019 Nomination/Election Schedule



TASK TIMELINE	
1/9	Board approves Election Schedule
1/24-25	Mail Notification of Election and Nomination Procedure to Members in January at least 90 days prior to mailing Ballots (111 actual days)
5/1	Deadline to return Nominations
5/2	Tentative Election Comm. Reviews Nominations
5/16-17	Mail Ballots at least 60 days prior to ballot receipt deadline (96 actual days)
8/21	Deadline to Receive Ballots
8/22	Tentative Election Comm. Counts Ballots
8/23	Election Committee Notifies Successful Candidates and Provides Them With Upcoming Board Meeting Schedule
9/25	Directors' Elect Invited to CSDA Annual Conf/SDRMA Breakfast/Super Session
11/6-7	Directors' Elect Invited to SDRMA Board Meeting
1/2020	Newly Elected Directors Seated and Election of SDRMA Board Officers

MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

SEPTEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MAY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST						
S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JANUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

OCTOBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
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SDRMA BOARD OF DIRECTORS
ELECTION POLICY NO. 2017-10



**A POLICY OF THE BOARD OF DIRECTORS OF SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
ESTABLISHING GUIDELINES FOR DIRECTOR ELECTIONS, DIRECTOR APPOINTMENTS, AND CREATION OF
A SUPERVISING ELECTION COMMITTEE**

- WHEREAS, SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) is a joint powers authority, created pursuant to Section 6500, et. seq. of the California Government Code; and
- WHEREAS, the Board of Directors recognizes that it is in the best interest of the Authority and its members to adopt a written policy for conducting the business of the Board; and
- WHEREAS, establishing guidelines for Director elections and appointments will help ensure a process that is consistent for all nominees and candidates, will promote active participation by SDRMA members in the election/appointment process, and will help ensure election/appointment of the most qualified candidate(s); and
- WHEREAS, the Bylaws provide the Board with the option of conducting the election using a mail-in ballot process; and
- WHEREAS, the Board of Directors of SDRMA has an overriding and compelling interest in insuring the accuracy of the election/appointment process of its Board members through the creation of an election committee;

NOW, THEREFORE, it is the policy of the Board of Directors of SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY, until such policy shall have been amended or rescinded, that the following procedures shall be followed when conducting Director elections or filling a Director vacancy by appointment:

1.0. Election Schedule

- 1.1. Not later than the first Board meeting of each election year, the Board of Directors shall approve an election schedule based on the following criteria and time frames.

2.0. Election Committee

- 2.1. The Board of Directors herein establishes an election committee with the following composition, duties and responsibilities; The five (5) members of the Election Committee shall include two presently sitting members of the Board of Directors of SDRMA whose seats are not up for election, the Chief Operating Officer of SDRMA, and the CPA/auditor regularly used and retained by SDRMA at the time of counting ballots of and for an election to the Board of Directors. For good reason found and stated, the Board of Directors of SDRMA may appoint any CPA/auditor who, in the discretion of the Board of Directors, would appropriately serve the Election Committee. The General Counsel for SDRMA shall also sit as a member of the Election Committee with the additional obligation of providing legal advice to the balance of the Committee as legal questions may arise.

3.0. Member Notification of Election

- 3.1. Authority staff shall provide written notification, of an election for the Board of Directors, to all member agencies during January of each election year. Such written notification shall be provided a minimum of ninety (90) days prior to the distribution of ballots and shall include; (1) the number of Director seats to be filled by election; (2) a copy of this nomination and election procedure; and (3) an outline of nomination/election deadline dates.

4.0. Qualifications

- 4.1. A candidate seeking election, re-election or appointment to SDRMA's Board of Directors must be a member of the Governing Body or a management employee of an SDRMA member participating in both the Property/Liability and Workers' Compensation Programs. To qualify as a "management employee," the candidate must be a management-level (as determined by the Governing Body) employee whose wages are reported to the IRS on a "W-2" form. Only one (1) representative from any Member may serve on the Board of Directors at the same time. [Per Bylaws, Article II, (2) (b)]
- 4.2. Each nominated candidate must submit a properly completed "Statement of Qualifications" (required form attached) with an original signature (electronic signatures are not acceptable) on or before the filing deadline in May in order for the candidate's name to be placed on the official ballot. A candidate shall provide responses to all questions on the candidate's "Statement of Qualifications". Each nominated candidate's "Statement of Qualifications" must be filed in SDRMA's office on or before the aforementioned deadline by: (1) personal delivery; (2) U.S. mail; or (3) courier. When ballots are mailed to the membership, each candidate's "Statement of Qualifications" form will be distributed to the membership exactly as submitted by the candidate to SDRMA. However, any attachments submitted by the candidate(s) with the Statement of Qualifications will not be sent by SDRMA with the ballots to any members.
- 4.3. If a nominated candidate elects not to use the provided form "Statement of Qualifications," and prepares instead the candidate's own completed form, the candidate's form must include the title "Statement of Qualifications" and contain exactly all information required and requested by the provided form.

NOTE: The candidate's "Statement of Qualifications" form must be submitted as a part of the nominating process. When ballots are mailed to the membership, each candidate's "Statement of Qualifications" form will be distributed "exactly as submitted" to SDRMA, except that any attachments submitted by the candidate will not be sent to any SDRMA members.

- 4.4. A candidate who does not submit a Candidate's Statement of Qualifications that complies with Section 4.2 or 4.3 will be disqualified by the SDRMA Election Committee.

5.0. Nominating Procedure

- 5.1. Candidates seeking election or reelection must be nominated by action of their respective Governing Body. Only one (1) candidate may be nominated per member agency and one (1) candidate shall not represent more than one (1) member agency. A resolution from the candidate's district/agency Governing Body nominating the candidate must be received by the Authority on or before the scheduled date in May. (A sample of the resolution is enclosed). Actual receipt by the Authority on or before the scheduled deadline date in May is required. The resolution nominating the candidate may be hand-delivered to the Authority or sent by U.S. mail. In the event a candidate is nominated by two (2) or more member agencies, he or she shall represent the member agency whose nominating resolution is first received by the Authority. The other member agency or agencies that nominated the candidate shall be entitled to select a replacement nominee as long as a resolution nominating the replacement is received by the Authority prior to the scheduled deadline date.
- 5.2. A member may not nominate a candidate unless that member is participating in both the Property/Liability and Workers' Compensation Programs and is in "good standing" on the date the nominations are due. "Good standing" is defined as no accounts receivable due to SDRMA which is more than ninety (90) days past due.
- 5.3. No earlier than the day after the deadline for receipt of nominations, the Election Committee, as hereinabove defined and comprised, shall review all nominations received from members, and will reject any nominations that do not meet all of the qualifications specified and set forth in this policy. The Election

Committee's decisions regarding the qualification of nominees are final. Following the Election Committee's review of all nominations, the Election Committee shall direct that a ballot be prepared stating and listing all of the qualified nominees. The ballot of qualified nominees shall be distributed to the membership for election by mail as described below.

- 5.4. Upon verification or rejection of each nominee by the Election Committee, staff will mail acknowledgment to both the nominee and the district/agency of its acceptance or rejection as a qualified nominee for election.
- 5.5. A nominee requesting that his/her nomination be withdrawn prior to the election, shall submit such requests in writing to SDRMA's office a minimum of three (3) days prior to the scheduled date for mailing the ballots. After that date, all qualified nominees names shall appear on the ballot mailed to the membership.

6.0. Terms of Directors

- 6.1. The election of directors shall be held in each odd-numbered year. The terms of the directors elected by the Members will be staggered. Four directors will serve four-year terms, to end on December 31 of one odd-numbered year. Three directors will serve four-year terms, to end on December 31 of the alternate off-numbered year. [Per Bylaws, Article II, (3), paragraph 1].

7.0. Campaigning

- 7.1. SDRMA staff will mail each qualified candidate's "Statement of Qualifications", "exactly as submitted" by the candidate with the ballots to the membership.
- 7.2. Candidates, at their own expense, may distribute additional information to member agency(s) after the ballots have been mailed and prior to the election.
- 7.3. SDRMA staff is prohibited from actively promoting a candidate or participating in the election process while on Authority premises.
- 7.4. SDRMA staff may provide member information, mailing lists, financial reports or operational data and information, that is normally available through the Public Records Act, to candidates to assist them in their research and campaigning. In addition to obtaining such information under the Public Records Act, candidates may request SDRMA staff prepare mailing labels for the distribution of campaign materials to member agencies. Under existing policy, charges will apply for this service. The SDRMA logo is trademarked for use by SDRMA only. Neither the logo, nor any other Trademark of SDRMA may be used in any campaign literature. No campaign literature is to imply support of any candidate by SDRMA.
- 7.5. SDRMA election mailings to the membership, including ballots and candidates' "Statement of Qualifications", shall be sent via first class mail.

8.0. Limitations on Campaigning

- 8.1. As used in this section the following terms have the following meanings:

"Campaign Activity" means any activity that expressly advocates the election or defeat of a candidate or provides direct support to a candidate for his or her candidacy. "Campaign activity" does not include the incidental and minimal use of public resources, such as equipment or office space, for campaign purposes or the use of public resources to nominate a candidate or vote in any Board of Directors election.

"Candidate" means an individual who has been nominated by the Member Agency to have his or her name listed on the ballot for election to the Board of Directors.

"Expenditure" means a payment of Member Agency funds that is used for communications that expressly advocate the election or defeat of a clearly identified candidate. "Expenditure" does not include the use of public funds to nominate a candidate or vote in any Board of Directors election.

"Public resources" means any property or asset owned by the Member Agency, including, but not limited to, land, buildings, facilities, funds, equipment, supplies, telephones, computers, vehicles, travel, and Member Agency-compensated time.

- 8.2. An officer, official, employee, or consultant of a Member Agency may not expend or authorize the expenditure of any of the funds of the Member Agency to support or oppose the election or defeat of a candidate for the Board of Directors.
- 8.3. No officer, official, employee, or consultant of a Member Agency shall use or permit others to use public resources for campaign activity.
- 8.4. At any time during an election campaign, if a Member Agency or its officers, officials, employees or consultants violate this section, that Member Agency shall be ineligible to nominate a candidate for the Board of Directors election in which the violation occurred. Any candidate of an offending Member Agency shall be deemed to have withdrawn his or her candidacy. Prior to declaring a Member Agency ineligible to nominate a candidate or a specific candidate's candidacy withdrawn, the Elections Committee shall hold a hearing to determine whether or not a violation of this section occurred. The hearing shall be conducted pursuant to reasonable procedures that the Elections Committee shall prescribe, provided that the affected Member Agency or candidate shall have an opportunity to dispute the violation. At the conclusion of the hearing, the Elections Committee shall determine by a majority vote whether the violation occurred.

9.0. Balloting

- 9.1. A ballot containing nominees for the Board of Directors, accepted and approved by the Election Committee, shall be mailed by first class mail, to each SDRMA member agency, except as provided in Section 9.2 below, no less than sixty (60) days prior to the deadline for receiving ballots and the closing date for voting. Ballots shall show the date and time the ballots must be received in SDRMA's office. A self-addressed, stamped, return envelope shall be mailed with each ballot.
- 9.2. In the event that the number of qualified/approved nominees is equal to or less than the number of director seats up for election, the mailing of the ballots as outlined in Section 9.1 shall be waived.
- 9.3. Only those qualified nominees approved by the Election Committee will be eligible candidates on the ballot. Write-in candidates shall not be accepted.
- 9.4. It is required that the Governing Body of each member vote on behalf of their agency at a public meeting and the ballot MUST be signed by the agency's Presiding Officer.
- 9.5. A member may not vote unless the member was a member of the Authority in "good standing" on or before the nomination due date for the pending election. "Good standing" is defined as no accounts receivable due to SDRMA which is more than ninety (90) days past due.
- 9.6. A member may cast only one (1) vote for the same candidate. By way of example, if there are four (4) candidates on the ballot, a member may not cast two (2) to four (4) votes for any single candidate. Any ballot casting more than one (1) vote for the same candidate will be considered void.

- 9.7. A member may vote by using the official ballot provided by SDRMA, or a copy of SDRMA's original ballot, or a reasonable duplicate prepared by the member agency. Whichever of the three foregoing formats is used, the ballot must contain an original signature and confirmation that the ballot was approved at a public meeting of the agency's Governing Body. Ballots submitted without an original signature and/or without confirmation that the form of the ballot was approved at a public meeting of the agency's Governing Body will be considered void.
- 9.8. Ballots may be returned using either hand-delivered or mailed in ballots - faxed or e-mailed ballots will not be accepted. Mailed in ballots must be addressed to, and hand-delivered ballots must be delivered to, the Special District Risk Management Authority office presently located at 1112 I Street, Suite 300, Sacramento, California 95814-2865.
- 9.9. Any ballot received after the specified deadline will not be counted and will be considered void.

10.0. Election Results

- 10.1. All ballots will be opened and counted at SDRMA's office only after the deadline for receiving ballots. Ballots will be opened by SDRMA's Election Committee, no more than five (5) days after the closing deadline. Candidates receiving the highest number of votes shall be declared the elected director(s).
- 10.2. In the event of a tie, a coin toss shall be used to determine the elected director. The coin toss shall be conducted by the Election Committee at the time and place of the conclusion of counting ballots.

PROCEDURE: In the event more than two (2) candidates tie, the coin toss shall be between two (2) candidates at a time based on the order in which their name appeared on the ballot. This process shall be repeated, as needed, in cases where there are more than two (2) candidates.

- 10.3. Excluding tie votes, within five (5) days after the ballots are opened and tabulated Authority staff shall advise the candidates and their respective agency in writing of the final election results. Copies of the results shall also be mailed/distributed to SDRMA's Board of Directors, staff and consultants and published in the first available CSDA newsletter.
- 10.4. If a director-elect withdraws after the election or fails to accept the Director seat prior to December 31, the Board shall name a new director-elect by going back to the ballots and awarding the seat to the candidate receiving the next highest number of votes during the election.
- 10.5. Staff shall invite newly elected director(s) to attend the Annual Membership meeting and all scheduled Board meeting(s) after confirmation of election results until the director(s) elect assume office. Director(s) elect will be reimbursed for expenses, except for director stipends, in accordance with approved director reimbursement policy (copy of policy shall be provided to newly elected directors).
- 10.6. A member or candidate dissatisfied with the election result may, within ten (10) days after the ballots are opened and tabulated, file with the Authority a written challenge and appeal. The challenge and appeal must clearly set forth the complaint and any and all facts in support of the challenge and appeal. Within ten (10) days after the ballots are opened and tabulated, the challenge and appeal shall be delivered and received by the Authority. Within five (5) days of receipt of the challenge and appeal, the Authority shall deliver the same to the Election Committee for decision. The Election Committee shall have absolute authority for deciding the challenge and appeal. Notice of the decision of the Election Committee shall be provided to the party filing the challenge and appeal within ten (10) days.

11.0. Director Vacancy

11.1. If a director vacancy(s) occurs (Note 1), appointment of a replacement director for the balance of the unexpired term will be made by the remaining members of the SDRMA Board. In order to accomplish this in an orderly and consistent manner, when a vacancy(s) of an elected Director(s) occurs, the SDRMA Board of Directors, after discussion and consideration, shall, when deemed appropriate, instruct staff to:

- a) notify all then member entities that a vacancy has occurred; and
- b) said notice shall refer to the applicable Article in the By-laws in advising member entities and their eligible candidates of the steps to take to apply for appointment; and
- c) the SDRMA Board shall establish the closing date for the receipt of applications; and
- d) candidates shall submit the following, by the date specified in the notice:
 - i) a letter of interest; and
 - ii) a resume, with particular emphasis on the candidate's knowledge of special districts and risk management; and
 - iii) a resolution from, or a letter approved by, the candidate's Governing Body nominating the candidate; and
- e) the Election Committee shall review all applications received, and shall reject any that do not meet all of the qualifications specified and set forth in this policy; and
- f) upon verification or rejection of each application by the Election Committee, staff will mail acknowledgement to both the applicant and the district/agency of its acceptance or rejection of the applicant as a qualified candidate for appointment; and
- g) candidates shall be interviewed at the next regularly scheduled meeting of the SDRMA Board of Directors following the date of closure for the applications. Interviews shall be in person, or if an unforeseen emergency arises, the interview may be by telephone at the same scheduled time; and
- h) the SDRMA Board shall make the appointment without undue delay, but need not act at the same meeting.

Note 1: If the Director vacancy occurs within nine (9) months after the date the ballots were counted and certified by the Election Committee or within nine (9) months after a candidate was appointed to fill a vacancy, then the Board shall have the option to interview and appoint the candidate(s) who did not receive sufficient votes to be elected OR to interview and appoint from the pool of candidates from 11.1.g) above. If the Director vacancy occurs in an election year after the Notification of Election is sent to the members, the Board may determine to fill the vacancy by appointing the candidate who receives the next highest number of votes in the election. If the Board determines in its sole discretion that none of these options is appropriate, then staff shall be instructed to proceed with the process described above in steps 11.1 a) to h).


Revised and adopted this 2nd day of November 2017, by the Board of Directors of Special District Risk Management Authority, at a regular meeting thereof.

This Policy No. 2017-10 supercedes Policy No. 2017-03 and all other policies inconsistent herewith.

APPROVED:


Jean Bracy, President
Board of Directors

ATTEST:


Gregory S. Hall, ARM
Chief Executive Officer

**SAMPLE
RESOLUTION FOR
CANDIDATE NOMINATION**

Available for download in Microsoft Word file format
visit our website at www.sdrma.org

[AGENCY NAME]
RESOLUTION NO.

**A RESOLUTION OF THE GOVERNING BODY OF THE [AGENCY NAME] NOMINATING [CANDIDATE'S NAME]
AS A
CANDIDATE FOR ELECTION TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF
DIRECTORS**

WHEREAS, the Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code, Section 6500 et.seq., for the purpose of providing risk management and risk financing for California Special Districts and other local government agencies; and

WHEREAS, the Joint Powers Agreement (JPA) and Bylaws of SDRMA set forth director qualifications, terms of office and election requirements; and

WHEREAS, the Board of Directors of SDRMA established procedures and guidelines for the Director Election process; and

WHEREAS, the Board of Directors of SDRMA established a policy requiring candidates seeking election to the SDRMA Board of Directors to be: 1) a member of the agency's governing body or management employee per SDRMA Election Policy 2017-10, Section 4.1 and be an active member agency of **both** SDRMA's Property/Liability and Workers' Compensation Programs, and 2) be nominated by Resolution of their member agency's governing body, and 3) each nominated candidate must submit a completed and signed "Candidate's Statement of Qualifications" on or before the May 1, 2019 filing deadline in order for the candidate's name to be placed on the official ballot.

NOW, THEREFORE, BE IT RESOLVED:

1. The governing body of [AGENCY NAME] nominates [CANDIDATE'S NAME], its [POSITION TITLE], as a candidate for the Board of Directors of the Special District Risk Management Authority.

2. [ONLY IF CANDIDATE IS NOT A MEMBER OF THE AGENCY'S GOVERNING BODY]: The governing body of [AGENCY NAME] has determined that [CANDIDATE'S NAME] is a management employee for purposes of SDRMA Election Policy 2017-10, Section 4.1].

3. The governing body of [AGENCY NAME] further directs that a copy of this Resolution be delivered to SDRMA on or before the May 1, 2019 filing deadline.

ADOPTED this [DATE] of [MONTH/YEAR] by the Governing Body of [AGENCY NAME] by the following roll call votes:

AYES:	<u>[LIST NAMES of GOVERNING BOARD VOTES]</u>
NAYES:	"
ABSTAIN:	"
ABSENT:	"

APPROVED

ATTEST

President – Governing Body

Secretary

CANDIDATE'S STATEMENT
OF
QUALIFICATIONS

Available for download in Microsoft Word file format
visit our website at www.sdrma.org

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* _____
District/Agency _____
Work Address _____
Work Phone _____ Cell Phone _____

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

**What Board or committee experience do you have that would help you to be an effective Board Member?
(SDRMA or any other organization) (Response Required)**

Call Us: **800.537.7790**

MEMBER LOGIN

**PRIMARY MENU**SPECIAL DISTRICT RISK
MANAGEMENT AUTHORITY

Education Day Registration

Two times a year, we host our Education Day to provide valuable information and training; one in the Spring (March) held in Sacramento and one in the Fall (September or October) held in conjunction with California Special Districts Association's (CSDA) Annual Conference. SDRMA members who attend the Education Day are eligible to earn credit incentive points (CIPs) to reduce their annual contribution amounts for both Property/Liability and Workers' Compensation Programs.

Annual Membership Meeting/Spring Education Day

SDRMA will be holding our Annual Membership Meeting and Spring Education Day in Sacramento on **Tuesday, March 26, 2019**. In the morning, we begin with the Annual Membership meeting, followed by a general session and then several workshop sessions throughout the remainder of the day.

There is no cost for SDRMA and CSDA members to attend and a full breakfast, lunch and complimentary parking will be provided.

Hilton Sacramento Arden West

2200 Harvard Street
Sacramento 95815
T. 800.559.4299

Registration is now open on the CSDA website; to begin the process, please [Click Here](#)

