

**California Tahoe Emergency Services Operations Authority
Meeting of the Board of Directors
June 23, 2014 at 9:00 am
City of South Lake Tahoe Airport
1901 Airport Road, South Lake Tahoe, CA 96150
Council Chambers**

MINUTES

I. Regular Meeting

1. Call to Order – 9:01 am – A quorum was established
2. Roll Call – Present at the meeting were:

Board Chairperson Robert Bettencourt
Board Director Angela Swanson
Board Director Dave Huber
Board Director JoAnn Conner
Fire Chief Jeff Meston, South Lake Tahoe Fire Department
Fire Chief Gareth Harris, Lake Valley Fire Protection District
Ryan Wagoner, Executive Director
Battalion Chief Dave Hekhuis, Lake Valley Fire Protection District
Tony Gasporra, EMS Lieutenant, Lake Valley Fire Protection District
Tom Watson, South Lake Tahoe City Attorney
Kim George, Captain, South Lake Tahoe Fire Department
Sophie Tetlow, Firefighter/Paramedic, South Lake Tahoe Fire Department
Rich Todd, El Dorado County EMS Director

3. Pledge of Allegiance
4. Communications from the Audience - None
5. Approval of Agenda – JoAnn Conner and Angela Swanson desired clarification of the Deputy Director position and it was determined that it was in reference to Captain Marty Creel's position. Clarification was also requested regarding item 13 - Budget review AND adoption. A motion was made by Dave Huber and seconded by Angela Swanson to approve the agenda as presented. The motion passed unanimously.
6. Approval of Minutes – Director Swanson advised that on Page 2 in the second paragraph that Jeff Meston had “declined to vote.” She advised that it needs to be stricken from the record since he is not a voting member of the JPA. She also advised that Chief Uhler's statement needs to be stricken or re-written as it pertained to contract performance concerns. A discussion ensued regarding the issue, including a proposal to table the discussion. Director Swanson also requested that “one year ambulance contract” be changed to “one year JPA dispatch service contract” and that the issue be tabled until the next

meeting when those issues can be amended. Director Conner desired to see the statements regarding the purchase of the new ambulance be more “centered.” Director Huber also wanted clarification on the timeline for the ambulance purchase.]\

A motion as made by Director Swanson and seconded by Director Conner to table the approval of the minutes until the next meeting. The motion passed unanimously.

Tony Gasporra advised that changes should be made to the verbiage about putting ambulances on “the corner” – the intent was downgrading ambulances. (NOTE: It should be documented that the tape was checked and that Tony Gasporra did make these statements during the meeting – tape reference 5/22/14 at 51:00).

II. Old Business

7. Psych Transfers - Battalion Chief Dave Hekhuis made a presentation regarding psych transfers and that the issue has been occurring for quite some time. There has been a significant increase in the amount of psych transfers. No progress is being made with Mental Health and its decreasing ability to provide service or increase revenue to the JPA. Psych transfers should not be the responsibility of the ambulance. Possible solutions were offered. Discussion occurred regarding working with County to address the language of the contract. Rich Todd advised that some issues are being worked on with Mental Health. Chief Harris requested clarification on “restraint” from Rich Todd, who will check the H&S Code for reference. Angela Swanson also requested clarification about the standard for psych patient transfers. JoAnn Conner wanted to know if lengthy transfers to the Bay Area and similar distances are necessary. Direction was given to the Fire Chiefs to come up with a solution for the transfers. Chief Harris noted that meetings have been held with Barton and Mental Health and no remedies have been developed. The Executive Director was given direction to meet with Barton, Mental Health, County EMS and representatives from both departments addressing the concerns. Sophie Tetlow expressed concern regarding dealing with psych patients and the inherent dangers of transporting them.

NOTE: The above minutes were taken by L. Allen, Lake Valley Fire Protection District.

8. Electing a Fifth Board Member - There was a discussion about whether a 5th member is necessary. Bob Bettencourt and Dave Huber think a 4 person Board is fine and JoAnn Conner and Angela Swanson think a 5 person Board would be better.

Angela Swanson suggested this issue go to LAFCO if there is not a 5th member elected. She also said that the issue will be brought before the City Council next week at their meeting on July 1st. The Council will be asked if they will write a letter to LAFCO about this matter. Dave Huber asked if Lake Valley can just run the EMS system. Angela Swanson said “No, on behalf of the 20,000 citizens of the City, she wishes to continue the partnership.” Bob Bettencourt said a 5th board member would always be put in a tough position.

There was a discussion about violation of government code by Tom Watson. He said that not getting quotes on buying an ambulance is a violation of government code but did not state any specifics.

Tom Watson suggested the JPA seek legal counsel to advise during meetings.

Bob Bettencourt asked Ryan Wagoner to contact LAFCO. Ryan Wagoner stated that he just wants to do whatever is in the contract.

Angela Swanson said we will be continuing with the quality service we have always provided, and wants to consider the option of operating independently.

Rich Todd said Government Code 6500 governs how a JPA is operated. You must be in compliance with this code. Doesn't believe the County cares if it is a 4 member board or a 5 member board.

There was further discussion about independent legal counsel. Tom Watson said this could run \$5,000-\$6,000 per year to hire outside legal counsel.

Chief Harris said he thinks we thrive better under 1 entity and wants to see if we can strive to get along better.

Chief Meston said fiduciary responsibility is #1. Also he said it doesn't make sense to force someone to vote one way or the other. Has never seen a governing board with an even number of voters. Wants to improve our level of service.

Table item # 8 pending information from LAFCO.

Angela Swanson asked if we could talk about hiring legal counsel at the next budget discussion.

The next meeting will have a closed session that includes the following items: Goals, performance measures, spending authority, feedback for executive director will be discussed at the next closed session Ryan Wagoner spoke about the JPA insurance, said he should be covered under the JPA's insurance – all board members were happy with this news.

10. Dispatch contract – the agreement was discussed. .#2 – no more than 4 months – should be changed to 12 months. (Tom Watson to do this) Exhibit B – Budget year terms – add in July 2014-June 30 2015 (Tom Watson to do this)

Dave Huber made a motion to approve contract between City dispatch and CalTahoe with the above changes. Angela Swanson 2nd the motion. All were in favor of this motion. Motion carried.

Jeff Meston wants to talk about where the payments are coming from.

III. New Business

12. County CTESOA presentation - Rich Todd said May numbers were in on time and they look great. Rich congratulated the 6 people that were honored during EMS week in May.

IV. Staff Reports

14. Sophie Tetlow presented some information about the new lifepack bag that is being demoed. This is a heart monitor the committee is hoping to buy. Sophie demonstrated how the monitor and pcr work together. They will be \$147,000 for 6 new monitors.

Bob Bettencourt wants to spend the money and buy the new monitors. Dave Huber asked if there could be any help from the County to pay for them. Rich Todd said it's possible to get a Homeland Security Grant through the Disaster Council in El Dorado County.

Jeff Meston said on May 24th the SLTFD had an EMS Week Open House and it went well.

III. New Business

12. – Closed session item

13. Budget Review / Adoption - Ryan Wagoner presented a YTD budget – talked about a few outstanding invoices that are out there. Ryan talked about the 5 year preliminary budget. Spoke to the City about timeliness of bills being paid. There was a discussion about the dispatch bill to CalTahoe by the City.

The Board proceeded to look at and go through the budget line by line.

NOTE: The above minutes were taken by S. Ross-Filgo, South Lake Tahoe Fire Department.

The County system vs. the JPA is too complex for the Executive Director to simplify. Ryan Wagoner should speak to Marty Hackett.

There was discussion regarding the approval in the 2013/2014 budget to purchase an ambulance. Tony Gasporra will see if the purchase can be put on hold.

There was a discussion on the purchasing policy / procedures, and guidelines.

There was discussion about the ambulance – it is under contract. Will look into purchase and will bring back to board.

Angela Swanson made a motion to approve/adopt the preliminary 2014/2015 budget. JoAnn Conner 2nd the motion. Angela Swanson said our budget is \$2,100,000. It looks like the expenses are going to be \$2,060,000. Wants to discourage discretionary expenditures. Wants to minimize expenses.

The motion was unanimously carried.

Chief Harris had no staff report today.

Re: SLT fuel charges – there is a 20% surcharge by the City to get fuel. Talked about a possible credit card solution.

EPCR update – work with billing dept to streamline system.

NOTE: The above minutes were taken by Chief Meston, South Lake Tahoe Fire Department.

Adjourn at 12:55pm

Next meeting July 28th 9:00am at Lake Valley Station 7 classroom