



Cal Tahoe Emergency Services Operations Authority

JPA Board of Directors
Regular Meeting
Wednesday January 12, 2022 9:00am
2211 Keetak St., South Lake Tahoe, CA 96150

Minutes

I. Regular Meeting- Call to Order/ Roll Call/ Pledge of Allegiance

A. Chairperson Wallace Called the Meeting to Order at 9:02am

C. Board Attendees

- Tamara Wallace, Chairperson
- Leona Allen, Director
- John Rice, Director

Other Attendees

- Ryan Wagoner, CTESOA Executive Director
- Kayla Galvan, CTESOA
- Chief Zlendick, LVFPD

Virtual Attendees

- Nick Clair, Attorney
- Paula Peterson, South Tahoe Now
- Aimee Treutlein, CTESOA
- Rob Merritt, Accountant
- Sue Hennike, El Dorado County
- Perry Quinn, LVFPD

Communications from the Audience on Non-Agenda Items.

None.

Public's Chance to speak on any Non-Agenda Items.

None.

D. Note about California's Open Meeting Law

1. Approval of Agenda

There are no changes to the agenda. Director Rice moves to approve the agenda. Director Allen seconds. No further discussion. Motion carries unanimously.

2. Approval of the Minutes from October 11, 2021

Director Rice moves to approve the minutes from October 11, 2021. Director Allen seconds. No further discussion. Motion carries unanimously.

3. County Update

Sue Hennike states that the County is working on a fee increase for the CSA 3 area which they hope to bring to the Board of Supervisors in the next few months.

4. Long Distance IFTs

Executive Director Wagoner shares that with the new contract there is an IFT limit of 100 miles which can be a hardship on Barton because they are limited on their receiving facilities. Barton has made requests for the JPA to perform IFTs over 100 miles, but since it is outside the scope of the contract, the Executive Director does not have the authority to approve. There are five other transporting agencies permitted to work in the County, however they do not have four-wheel drive vehicles and cannot make it to Barton when there is snow. Executive Director Wagoner states that he has been working with the attorney to consider creating a rate schedule for Barton to pay for the IFTs over the 100-mile limit.

5. Call Volume and Unit Hour Utilization Update

Executive Director Wagoner states that both items are updated monthly on the CTESOA's website. The Unit Hour Utilization is calculated by the number of calls divided by the time that each ambulance is staffed and available, but does not take into account the time spent on each call.

6. Ambulance Building Funding Agreement

Executive Director Wagoner states that in the RFP for the new contract, it was stated that the JPA was funding the first phase of renovations for a County building, and requested that the County fund the second phase. That was taken out of the final Contract with the understanding that a different agreement would be drawn discussing how much the County would pay. Attorney Nick Clair explains the structure of the agreement and makes note of a few items. Chairperson Wallace makes note that later in January both the City and County will be discussing the 56-acre project which is where the JPA building is, and that the results of that discussion may affect the language currently in the agreement. Sue Hennike states she feels very good about the agreement, and makes note that the funding for the building is not restricted to the CSA 3 funds, but can be drawn from the General Fund or Capital Project Fund if necessary.

7. Year to Date Budget Review

Executive Director Wagoner makes note of line items that are high and explains. He states that the JPA was approved for \$183,000 from the ARPA funding that will offset some costs that are currently high, and costs incurred from the Caldor Fire were submitted to FEMA and have been reimbursed, as well as funding from sending staff on the strike team. Rob states that he has been working on fiscal year 21 to close it out and hopes to provide a better report at the next meeting.

8. Approval of the Travel Policy

Executive Director Wagoner reminds the Board that it was a recommendation during the last audit to adopt a travel policy. Office Administrator Kayla states that this policy was adapted from the City of South Lake Tahoe's existing policy. Director Allen suggests having the Executive Director approve guests in CTESOA vehicles instead of the Board. Director Allen moves to approve with the change. Director Rice Seconds. No further discussion. Motion carries unanimously.

9. Approval of the Organization Resolution to Change Retirement Trustee

Office Administrator Kayla states that she was named the Retirement Trustee by Paychex, but that the auditor was very concerned and recommended the Executive Director be named Trustee instead. Director Allen moves to change the Retirement Trustee to the Executive Director. Director Rice seconds. No further discussion. Motion carries unanimously.

10. Approval of the Lake Valley Maintenance Agreement

Executive Director Wagoner states that the JPA has always had an agreement with Lake Valley and the previous one has expired. He also makes note that the rate increased from \$115.00 to \$130.00 per hour. Director Rice asks for a list of vehicles with their mileage and replacement schedule, Executive Director Wagoner states it can be provided at the next regular meeting. Director Rice moves to approve the agreement. Director Allen seconds. No further discussion. Motion carries unanimously.

11. Approval of the Lake Valley ALS Agreement

Executive director Wagoner states that the JPA has always had transport or non-transport agreements with the member agencies, but the auditor has continuously raised concern over the lack of specific language limiting what the JPA could be charged for. The new agreement includes language directly from the auditor and includes a payment schedule for the duration of the current contract. Director Rice moves to approve the Lake Valley ALS agreement. Director Allen seconds. No further discussion. Motion carries unanimously.

G. Adjournment

Chairperson Wallace adjourned the meeting at 10:28am.