**Cal Tahoe Emergency Services Operations Authority**

JPA Board of Directors

Regular Meeting

Monday October 12, 2020 9:00 AM

Zoom Virtual Meeting

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, Vice Chair
* Brooke Laine, Director
* John Rice, Director
* Gary Moore, Alternate
* Mike Cathcart, Director

 **Other Attendees**

* Ryan Wagoner, CTESOA Executive Director
* Kayla Galvan, CTESOA
* Brad Zlendick, Chief LVFD
* Steve Pevenage, LVFD
* Gary Gerren, FLLF
* Fawna Cheney, IBAS
* Nick Clair, Attorney
* Brian Nash
* Sue Hennike, County of El Dorado

 **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**

Chairperson Wallace states a need to postpone item 10 and switch items 4 and 7. Director Laine moves to approve the agenda with the changes. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**2. Approval of the Meeting Minutes from July 13th, 2020**

Director Rice moves to approve the meeting minutes from July 13th, 2020. Director Laine seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore abstains, Director Rice abstains, Director Cathcart votes Aye. Motion carries by majority.

**3. Appoint New Vice Chair and Treasurer**

 Director Laine moves to elect Vice Chairperson Wallace as the Chairperson for the remainder of the year. Director Rice seconds. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously. Director Rice nominates Director Bettencourt as Vice Chair. Director Laine expresses concern over nominating Director Bettencourt and nominates Director Cathcart as Vice Chair and Fawna Cheney as Treasurer. Vice Chair Wallace seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**4. Approval of the Audit for Fiscal Year 2019**

Brian Nash presents the 2019 audited financial statements. Brian voices concern over the previous accountant and states he is glad the JPA has switched accountants. He makes note of the recommendations his firm made. Director Laine moves to approve the 2019 Audit. Director Rice seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**5. County Update**

Sue Hennike updates the Board that the RFP has been with the State since the winter, and that the State said they would not approve it until El Dorado County repealed and rewrote their ordinance. The ordinance rewrite is set to be approved November 10th and aligns with the terms of their settlement with the State. She reviews CSA3 year end Finances and states they plan to change the rates for CSA3 in the next contract.

**6. Fiscal Year 2019/2020 Year End Review**

Executive Director Wagoner states that some things changed based on Fawna working with Brian. He states that the contract payments from the County now come quarterly as opposed to monthly and they have been received in a much timelier manner. Director Laine asks for clarification regarding the tenant improvement monies.

**7. Chief’s Reports**

Chief Zlendick states that Lake Valley is getting busier now that trails have opened. Chief Gerren states Fallen Leaf has had a busy year with more people than normal in the area. Chief Pevenage has nothing to add.

**8. Approval of the Final Budget**

Executive Director Wagoner makes note of some changes from the preliminary budget. Director Wallace asks about CCT revenue, Executive Director Wagoner states that it should be added as income. Discussion regarding the ETO liability account. Director Laine asks if there is a policy regarding rollover funds and if the rollover funds should be moved into a savings account. Fawna states she will discuss this with Brian Nash. Director Laine also points out that the interest income amount needs to be updated. John Rice moves approval of the final budget for 2020/2021. Director Laine seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**9. Ratification of the Architect Agreement**

Executive Director Wagoner explains that the Board had previously given direction for him to find a firm, and this is the agreement that needs to be ratified by the Board. Director Cathcart asks for clarification regarding construction costs and an inconsistency in the agreement. Attorney Nick Clair states both of these are common practice now and several items were requested to be added on the JPA’s end. Director Cathcart moves to approve the Ratification of the Architect agreement. Director Rice seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**10. Approval of the Ambulance Lease Agreement**

Executive Director Wagoner states that in the agreement with the County there was money to be allocated for an ambulance remount, however that money is being rerouted to the building construction cost. He explains that this leasing company was recommended by Braun who the JPA gets their ambulances from. Director Cathcart asks Attorney Nick Clair if he is okay with the agreement. Nick states that it looks standard to him. Director Cathcart moves to approve the Ambulance Lease Agreement. Director Moore seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**11. Approval to Surplus Ambulance 8332**

Executive Director Wagoner states that the South Lake Tahoe Police Department is interested in purchasing an ambulance for an evidence vehicle. He states previously the ambulances have been listed on Craigslist, priced at the Lake Valley Mechanic’s recommendation. Chairperson Wallace suggests giving the City the option to buy the ambulance at fair market value and if they are not interested to post on Craigslist, with the hope of auctioning future ambulances. Director Moore moves to approve the surplus of ambulance 8332. Director Rice seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**12. Approval to Surplus Chevy Utility Vehicle**

Executive Director Wagoner states this vehicle was donated to the JPA by Lake Valley, but is having mechanical issues and there is currently no place to store it. He states he would like to place it up for auction, and if not he will post it on Craigslist. Director Rice moves to approve the surplus of the Chevy Utility Vehicle. Director Laine seconds. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**13. Approval of the GTA Agreement with Reach**

Executive Director Wagoner gives background that previously this service was being provided without an agreement, but the County wasn’t able to bill the correct rate for the services. He also makes note that there is capability for the JPA to bill Reach. Director Laine moves to approve the Ground Transport Agreement. Director Cathcart seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye. Director Cathcart was dropped from the call. Motion carries unanimously.

**14. Approval of the STACS Agreement**

Executive Director Wagoner explains that the Police Department has been working on a community outreach with other agencies in South Lake Tahoe to address the at-risk community. He explains that by signing the agreement the JPA is not committed to anything at this point, but that if down the line a JPA medic is utilized, then an agreed upon rate is already in place. Director Rice moves to approve the STACS Agreement. Director Laine seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**15. Approval of the CARES Act Agreement with County**

Executive Director Wagoner explains that the JPA has been recording costs related to the Covid-19 epidemic, and this agreement allows the County to pay the JPA from the CARES Act funding. Director Moore moves approval of the CARES Act Agreement with El Dorado County. Director Rice seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

**16. Approval of the Bank of the West Contract**

Executive Director Wagoner explains the agreement came in the mail the prior month and it is a change is the Bank’s internal policies. Director Laine explains it is to help Bank of the West report to Wells Fargo what level of insurance needs to be provided, because government funds are insured at a much lower rate. Director Moore asks if there is any liability. Director Laine states there is no liability to the organization, it is just to determine the FDIC rates. Director Laine moves to approve the Bank of the West Contract. Director Moore seconds. No further discussion. Director Wallace votes Aye, Director Laine votes Aye, Director Moore votes Aye, Director Rice votes Aye, Director Cathcart votes Aye. Motion carries unanimously.

Executive Director Wagoner states that once the Architect firm provides the scope of work for the new building we will need to have a special meeting for approval.

 **D. Adjournment**

 Chairperson Wallace adjourns the meeting at 11:08am.