**Cal Tahoe Emergency Services Operations Authority**

JPA Board of Directors

Regular Meeting

Monday April 13, 2020 9:00 AM

Zoom Virtual Meeting

Minutes

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

 **A. Chairperson Allen Called the Meeting to Order at 9:08 am**

 **C. Board Attendees**

* Leona Allen, Chairperson
* Tamara Wallace, Vice Chair
* Bob Bettencourt, Director
* Mike Cathcart, Director

 **Other Attendees**

* Ryan Wagoner, CTESOA Executive Director
* Kayla Galvan, CTESOA
* Steve Pevenage, LVFD
* Brad Zlendick, LVFD
* Gary Gerren, FLLF
* 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**

Director Wallace moves approval of the agenda with the approval of ambulance purchase being tabled. Director Bettencourt seconds. No further discussion. Motion carries unanimously.

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

Director Wallace moves to approve the meeting minutes from January 13, 2020. Director Bettencourt seconds. No further discussion. Motion carries unanimously.

**3. Executive Director’s Report**

Executive Director Wagoner informs the Board that the JPA participates in a daily conference call with the County as well as a daily staff call. He also explains how the staff are quarantining while on shift, the additional personal protection equipment that has been purchased as well as additional cleaning equipment that the JPA has been looking into in order to decontaminate the ambulance. Executive Director Wagoner states that the JPA has increased staffing on the Medic 2 transfer rig to have additional support.

Sue Hennike follows the report by informing the Board that the County received $170,000 from the CARES Act and they are looking into how they are able to disperse the funds. The East Slope contributed approximately twelve percent of the funds which would equal about $20,000.

**4. Chief’s Reports**

Chief Gerren reports that Fallen Leaf is looking to open between May 1st and 10th. He states that while he hopes the homeowners follow the state’s shelter-in-place mandate, they are expecting to see some constituents return to the area. Director Cathcart adds that they will be keeping the store, marina, boat docks, and other common places closed while the current orders are in effect.

 Chief Zlendick reports that Lake Valley has been working with the EOC, but supplies are difficult to come by, and thanks all the agencies for coming together.

 Chief Pevenage reports that Lake Valley has ramped up their social distancing procedures and pre-shift health screening.

 Director Wallace reports that the City Fire Department has hired a Chief who is in backgrounds and will be starting soon.

**5. Updated Budget Approval**

Executive Director Wagoner reports that this budget is a blend of the 2 months’ pay from the old contract with 10 months of the new contract. Director Wallace asks why there has not been much work going on at the new building. Executive Director Wagoner explains that the gas lines were tested, and the heat was fixed prior to us entering into the project manager agreement. The project manager has been getting bids for the work, and about 2 weeks ago the city stated the JPA will need an engineer to draw plans, which has stalled the process. Chairperson Allen askes about the line item labeled RFP, Executive Director Wagoner explains that was in place in case the RFP was released this fiscal year, which it does not seem likely, so that expense will be rolled over into the next year’s budget. Director Wallace moves approval of the updated budget. Director Bettencourt seconds. No further discussion. Motion carries unanimously.

**6. Third JPA Amendment Removing Barton Healthcare Update**

Executive Director Wagoner reminds the Board that this has not yet been ratified as the JPA was waiting on itto be returned by each agency. Director Cathcart states that Fallen Leaf approved it over the weekend during a special meeting.

**7. Designation of Applicant’s Agent Resolution**

Kayla explains that in order to apply for reimbursement from FEMA the JPA has to have the Board approve the designation of the applicant’s resolution. Director Wallace moves approval. Director Bettencourt seconds. No further discussion. Chairperson Allen votes Aye, Director Wallace votes Aye, Director Bettencourt votes Aye, Director Cathcart votes Aye. Motion Carries unanimously.

**8. Approval to Surplus Ambulance Chassis 7188**

Executive Director Wagoner states that this is the next chassis in line to be replaced, and that only the chassis is being surplused and the box will be remounted. Director Wallace moves approval to surplus the chassis. Director Bettencourt seconds. No further discussion. Motion carries unanimously.

**9. Approval of Advanced plan**

Executive Director Wagoner explains that the EOC has been working on this advanced plan for 2 weeks. The West Slope requested that the JPA Board approve it as part of a unified command. Executive Director Wagoner makes the recommendation to change the language under response times to match the JPA’s System Status Management Plan. Chief Zlendick states that it was difficult to blend the East and West Slopes in to one unified plan. Director Wallace Moves Approval of the Advanced Plan with the Executive Director’s recommended changes. Director Bettencourt seconds. Chairperson Allen votes Aye, Director Wallace votes Aye, Director Bettencourt votes Aye, Director Cathcart votes Aye. No further discussion. Motion carries unanimously.

Executive Director Wagoner adds that the JPA will likely need to schedule a special meeting to approve the construction bids.

 **E. Adjournment**

 Chairperson Allen adjourns the meeting at 9:58 am