President Munson called the meeting to order at 5:00 p.m.

THE INVOCATION GIVEN BY CHIEF MAROVICH.

ALL RECITED THE PLEDGE OF ALLEGIANCE.

ROLL CALL:

Present: Directors Harris, Hoffman, Luevano, Munson and Thuner.

Absent: None.

Staff Present: Fire Chief/CEO Abbott, Attorney James and Board Secretary Stephen-Porter. In the audience were: Deputy Chief Marovich, D/C Mahr, B/Cs McReynolds and Krumwiede and members of the public and Association.

PUBLIC ACTIVITIES AGENDA

1. **Public Comment:** President Munson addressed the audience and inquired whether there were any public comments regarding items not on the Agenda. There being no comments, the Public Comment Section was closed.

ACTION AGENDA

2. **Review and Approve Revenue Measure Feasibility Analysis Recommendations From Ad Hoc Committee — Chief Abbott:** Chief Abbott noted that last month, the Board established an Ad Hoc Committee to discuss the specific details to consider should the District determine to go forward with a revenue request. In order to assist the research team, the Committee reviewed the issues and identified the District needs to provide SRI Research with the necessary information to develop a meaningful survey tool to assess the residents’ level of support for a measure. After meeting, Ad Hoc members felt confident that a second meeting would not be required as they identified the following needs.

The Committee identified the following needs: First, there is a need for ambulances 3 and 4, the third by March 18th and thereafter, the 4th. This is due to the increased call volume, District build-out and added length run time to hospitals. They estimated to cost about
$800,000/year, which includes staffing and equipment for those vehicles. Since EMS is the District’s primarily service provision and much of the resources have been directed toward continuing support these services, this is felt to be a critical measure. Chief Abbott noted that the EMS service fees do not completely recover the costs related to providing the service and the District has been subsidizing the EMS Program at the expense of other programs. Discussion ensued regarding the anticipated savings the District might expect when going from the classic Paramedic/FF based EMS role to single role, although those savings will be gradual as the SAFER Grant comes to an end and personnel replacements to the single role are made through attrition, which is expected to occur over the next 3-4 years.

Second, the Ad Hoc Committee discussed the facility maintenance needs, not including replacement of facilities. Chief Abbott noted that current replacement value (CRV) for facilities, not including the new Station 5, is believed to be between $26 and $31M, although the final number will be spelled out in the yet-to-be received Facilities Reserve Study, so that amount may vary. At this point, it is estimated that the facilities maintenance is estimated to need between $600,000 and $1.2M to keep the facilities from deteriorating further. Recommendations are to reserve a total of 2-4% of the total CRV each year to maintain facilities properly. At this time, the District is only able to reserve $90,000 for this purpose. Chief Abbott cautioned the Board that these numbers may change based on the outcome of the Study.

Chief Abbott also noted that Station 4 is fast reaching the end of its useful life and must be replaced, as repairing or upgrading unit adds no value. The estimated debt service to replace that Station is approximately $400,000 annually. Discussion ensued regarding contingency replacement funding, how to calculate minimum reserve amounts, reserve amounts now on hand, the ability to obtain funding and the possibility of other unfunded needs. Chief Abbott noted that the Fire Mitigation funding is currently being utilized by the District to pay back the loan on Station 5. The Board asked for a comprehensive Facilities Replacement Plan, such as the District has for Equipment/Vehicles, when all the information is available from the Study.
Third, the Board discussed Equipment/Vehicle needs, noting that per the approved Plan, the District needs an ongoing contribution of $400,000, beginning in FY 2018/2019. At this time, the only money being contributed to that fund is “roll over” money at the end of the FY.

Fourth, during the Recession, administrative staff was reduced and the District has long needed the additional staff to fully function and provide optimal customer service. Examples of the impact of inadequate staffing were reviewed. Bringing the administrative staff to a fuller compliment is estimated to cost $200,000 per year.

At the conclusion of the discussion, the Board agreed the minimum necessary in each category would be: [1] Facilities/Equipment: [a] Deferred Maintenance – $1.2M; [b] Equipment - $400,000; and [c] Replacement of Station 4 - $400,000; [2] Staffing: [a] Staffing for the single role ambulances - $800,000; [b] Administrative Staffing - $200,000, for a total of $3M. Discussion ensued regarding whether this would be an ongoing or limited term need. It was noted to return to healthy financial levels and sustain the level of services the communities expect, this would be an ongoing need. Planning for major contingency or emergency funding was discussed, but was not included in these amounts.

Discussion ensued that with implementation of the Paramedic Program in 1990, the District did not dedicate additional monies to fund the Program. This resulted in the District subsidizing the EMS Program yearly.

Chief Abbott opened the discussion regarding what options could be pursued if a measure did not or could not prevail. Based upon prior discussions, should the District be unable to secure such funding, the Ad Hoc Committee opined that the next most viable course of action would be to reevaluate continuation of ambulance services, which is currently subsidized by the District in the amount of approximately $400,000-550,000 annually. Ramifications of not continuing the EMS Program through the District would likely result in: longer ambulance response times; reduction in ambulance availability; significant increase in ambulance billing rates; loss of local control; reduction in customer service; reduction in customer satisfaction; and reduced fire coverage due to paramedic engines waiting for ambulances to arrive. Discussion ensued regarding whether this option is a viable alternative.
Also reviewed were the measures taken by the District to economize District expenses, including: reduction of work force, conservative compensation wherein individuals are not reaching parity with comparable agencies and moving to a less expensive staffing model, among others.

At the conclusion of the discussion, it was the consensus of the Board to have Chief Abbott provide the Board’s feedback to SRI Research with the aim of developing a survey instrument, which is to be brought back to the Board for discussion and input prior to being utilized.

**DISCUSSION AGENDA**

There are no separate Discussion Items for the September 12, 2017 Board meeting.

- **COMMENTS:**
- **STAFF REPORTS/UPDATES:** None.
- **BARGAINING GROUPS:** No comments.
- **PUBLIC COMMENT:** No comments.

**ADJOURNMENT**

A motion was made at 6:53 p.m. by Vice President Thuner and seconded by Director Luevano, to adjourn the meeting and reconvene on September 26, 2017, at 17:00. The motion carried unanimously.

Respectfully submitted,

[Signature]

Loren Stephen-Porter
Board Secretary

Minutes approved at the Board of Director’s Meeting on: **September 26, 2017**