

# LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE, CALIFORNIA 95422  
707-994-2170 PHONE 707-994-4861 FAX

## NOTICE OF A BOARD OF DIRECTORS REGULAR MEETING

NOTICE IS HEREBY GIVEN, pursuant to California Government Code Section 54956, that the Chairperson of the Lake County Fire Protection District Board of Directors, State of California, has called a regular meeting of said Board of Directors to be held on

Wednesday, November 20, 2019 at 1600  
Located at Lake County Fire Protection District Station 70  
14815 Olympic Drive  
Clearlake, CA 95422

**This regular meeting is for the purpose of discussing and considering the following items:**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **A MOMENT OF SILENCE FOR OUR BROTHER AND SISTER FALLEN FIREFIGHTERS**
4. **ROLL CALL** (✓-present, A-absent)
  - \_\_\_ Director Dean
  - \_\_\_ Director Fults
  - \_\_\_ Director Meisenbach
  - \_\_\_ Director Moore
  - \_\_\_ Director Snyder
  - \_\_\_ Director Spriet
  - \_\_\_ Chairperson Watson
5. **SPECIAL AGENDA ITEMS: CITIZEN'S INPUT – A fundamental element of democracy is the right of citizens to address their elected representatives, therefore any citizen may speak on items of interest to the public that are within the subject matter jurisdiction, provided that no action shall be taken on any item not on the agenda. Comments shall be limited to three minutes per person.**
6. **CONSENT ITEMS: Consent items are considered to be non-controversial and will be acted upon at one time without discussion. Any Member of the Board or public may pull any consent item for discussion and separate action.**
  - (a) Approval of the minutes from the October 23, 2019 regular meeting
  - (b) Warrant register & payment of the bills for October 2019
7. **CHIEF'S REPORT**
8. **LAKE COUNTY VOLUNTEER ASSOCIATION INPUT & COMMENTS**

**9. EMPLOYEE INPUT AND COMMENTS**

**10. COMMUNICATIONS**

**11. AD HOC COMMITTEE REPORTS:**

- (a) Station 70 CIP
- (b) Station 65 Remodel
- (c) District Reorganization
- (d) 2019/2020 MOU Negotiations
- (e) Lexipol Policy Manual
- (f) ECC Dispatch

**12. REGULAR AGENDA ITEMS:**

- (a) Consider and adopt Resolution No. 19-1101 Appropriating Reserves/Designations for the Ground Emergency Medical Transport Quality Assurance Fees in the amount of \$15,277.
- (b) Consider the California State University, Sacramento Student Placement Agreement for Educational and/or Field Education Experience in a Prehospital/EMT/Paramedic Program and approve the Fire Chief to sign.

**13. OLD BUSINESS:**

**14. NEW BUSINESS:**

- (a) District fleet needs

**15. CLOSED SESSION:**

- (a) As per Government Code Sec. 54957, The Board of Directors will meet in closed session for Public Employee Release.

**16. GOOD OF THE ORDER:**

**17. ADJOURNMENT:**

# LAKE COUNTY FIRE PROTECTION DISTRICT

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707-994-2170 PHONE 707-994-4861 FAX

## Board of Directors Regular Meeting

October 23, 2019  
14815 Olympic Drive  
Clearlake, CA 95422  
1600 Hours

Vice Chairperson Dean called the meeting to order at 1600 hours.

Directors present: Director Fults, Director Meisenbach, Director Moore, Director Snyder, and Director Spriet.

Employees present: Chief Sapeta, Financial Analyst Rivas, Captain Inman, Captain Trask, Engineer Hill, Engineer Shields, Firefighter Fujikawa, and Firefighter Isom.

Others present: None

### **Pledge of Allegiance**

### **A moment of silence for our brother and sister fallen firefighters**

### **Special Agenda Items:**

- Citizen's input – None

### **Consent Items:**

- Director Moore made a motion to approve the minutes from the September 25, 2019 regular meeting. Director Spriet seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1
- Director Spriet made a motion to approve the minutes from the October 2, 2019 special meeting. Director Fults seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1
- Director Spriet made a motion to approve the warrant register and pay the bills for September 2019. Director Moore seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1

### **Chief's Report:**

- Associate Member Engineer Shields reported that he doesn't believe there are any new volunteers.
- Chief Sapeta reported on recent PG&E PPSO. The big concern is a lack of consistency in information between the conference calls with PG&E. More information was received through social media and

Senator McGuire's office than from the conference calls. Because we do not have fiber optics, a generator was placed at a nearby pole to provide Mediacom service. Otherwise, we would have moved the operation center to the Police Station. The IAP-MIMP was implemented during the outage and an after-action report was generated. Social Services also provided a small labor pool that was available to help during the outage.

- Chief Sapeta reported that a site visit was done and a site map was created for a repeater site on Goat Mountain. He is currently looking at Homeland Security funding for the site.
- Chief Sapeta reported that hemp/cannabis is still an issue. The Ag Commissioner is issuing a permit for cannabis as an ag product. The minimum requirements for ingress/egress is an issue for locations in Jerusalem Valley, Morgan Valley, and off of Dam Road.
- Chief Sapeta reported that about 50 letters have gone out locally for vegetation abatement.
- Chief Sapeta reported that a Vertical Bridge representative stopped by for a site visit. The location of the cell tower changed to a new location that may not work out.
- Chief Sapeta reported on the Great Shake Out table top exercise that occurred on 10/18/19.
- Chief Sapeta reported on the Konocti Unified School District alarm system. A test of the Lower Lake High School alarm system revealed that some audible and visual alarms did not work. The speaker system in the gym is not loud enough to be heard over any events that may be going on.
- Chief Sapeta reported on the stats from the 2019 Heroes of Health & Safety Fair. The stats were distributed for review.
- Chief Sapeta reported that 180,000 acres and 200 homes have burned and 4 incident related fatalities have occurred during this year's fire season, so far.
- Chief Sapeta reported that the prepositioned team arrived on Monday at 0800 and will be here until Thursday at 1700. If we score high enough for the next event over the weekend, they may return.

#### **Volunteer Association Input and Comments:**

- None

#### **Employee Input and Comments:**

- None

#### **Communications:**

- Vice-Chairperson Dean read a letter from the local Union, "St. Helena Dispatch" in full. Clerk of the Board Rivas reported that the letter was received earlier this afternoon, despite the date of the letter. Chief Sapeta reported that dispatch was initially switched from Central to CalFire due to issues over the previous 30 years. Chief Sapeta also reported that he is trying to address the issues and will follow up with the possibility of issuing radios to all personnel with receive capability only. Director Snyder would like to agendize the issue by the next meeting to gather statistics. Director Meisenbach and Director Synder would also like to have reports on this issue regularly. Director Fults, Director Snyder, and Director Spriet were assigned to the CalFire Dispatch AD HOC committee.

#### **AD HOC Committee Reports:**

- Station 70 CIP – None
- Station 65 Remodel – Director Spriet reported that the lights are "dynamite," thank you Engineer Shields.
- District Reorganization – Director Snyder reported that Chief Sapeta provided an extensive report to the committee and will meet again once it has been reviewed.

- 2019/2020 MOU Negotiations – Director Fults reported that there is a meeting scheduled for Monday October 28<sup>th</sup> at 0900 with Union representatives.
- Lexipol Policy Manual – Director Spriet reported that a meeting was held the other night and is still being reviewed.

**Regular Agenda Items:**

- Director Snyder made a motion to adopt Resolution 19-1001 Adopting Memorandum Of Understanding Amendment by and between the Lake County Fire Safety Employees, Local 4115 International Association of Firefighters, and the Lake County Fire Protection District for July 1, 2018 through June 30, 2019. Director Meisenbach seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Spriet  
Noes: None  
Absent: Watson

**Old Business:**

- None

**New Business:**

- Financial Analyst Rivas reported that the County of Lake Auditor-Controller submitted an Agreement for Services. The current contract with the County of Lake Auditor-Controller is from the early 1980's. The Auditor is trying to force the District into a new contract which would allow the County of Lake to collect the fees as they are adopted. The fee increase is expected to be about \$1,500 to \$2,000 annually. The new contract does not contain any protections offered to the District in the event that the County of Lake Auditor-Controller does not provide the necessary information to get the taxes on the tax roll. Once a consensus is reached between the fire districts on what provisions they want to see in the contract, if legal agrees with the strategy and provisions, a contract will be drafted and presented to the Board for review and approval. Upon approval, the new contract will be presented to the County of Lake Auditor-Controller.

**Good of the Order:**

- None

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1645 hours.

**Reopened:**

- The regular meeting of the Board of Directors reopened at 1645 hours.
- Engineer Shields reported on the District fleet with a handout outlining the fleet. Director Meisenbach would like to see an AD HOC committee. Vice Chairperson Dean requested this topic be placed on New Business for the November meeting and determine if an AD HOC committee is necessary.

**Adjournment:**

- The regular meeting of the Board of Directors readjourned at 1651 hours.

**Attest:**

  
 \_\_\_\_\_  
 Miasha Rivas, Clerk of the Board

**Lake County Fire Protection District  
Check Register  
For the Period From October 1, 2019 to October 31, 2019**

Check#	Vendor	Description	Account	Amount
017716	ADP	Payroll Processing 9/16-9/30/2019	352-9552-795-23-80-C	180.25
017717	Anthem Blue Cross	Ambulance Revenue Refund 2019003049	352-9552-465-68-60-	229.53
017718	Cory Smith	Hotel-Plans Examiner 1C	352-9552-795-29-50-B	532.00
017719	CSFEWBC-VLSA	Vol length of service - 2018/19	352-9552-795-15-10-	700.00
017720	Dakota Parrott	Expense reimb-2019 Uniform Allotmen	352-9552-795-11-00-B	40.85
017721	Department of Health	GEMT QAF 2019/20 1st Qtr	352-9552-795-23-80-H	16,528.38
017721	Department of Health	GEMT QAF 2019/20 2nd Qtr	352-9552-795-23-80-H	17,180.13
017722	FASIS	Workers Comp - 2nd Qtr 2019/20	352-9552-795-04-00-	47,271.00
017723	Ford Denman	OPEB - October 2019	352-9552-795-03-45-B	300.00
017724	Highlands Water	Water - September 2019 58821-01	352-9552-795-30-00-B	334.77
017725	James McMurray	OPEB - October 2019	352-9552-795-03-45-B	300.00
017726	Joel Murch	Active911-Murch	352-9552-795-12-00-D	14.00
017727	Lake County Fire Prot Dist	CalPERS EMPLOYER 10/01-10/15/2019	352-9552-795-02-22-	35,000.00
017727	Lake County Fire Prot Dist	CalPERS EMPLOYEE 10/01-10/15/2019	352-9552-795-02-23-	6,500.00
017728	Lake County Fire Prot Dist	Payroll 10/01-10/15/2019	352-9552-795-09-00-	73,336.74
017729	Lake County Vol Firefighters Assn	2019 Uniform Allotment - Thoman	352-9552-795-11-00-B	48.00
017730	Lake County Vol Firefighters Assn	Volunteer Stipend - September 2019	352-9552-795-28-30-A	3,000.00
017730	Lake County Vol Firefighters Assn	Aramark Reimbursement - July 2019	352-9552-795-11-00-C	-30.00
017730	Lake County Vol Firefighters Assn	Aramark Reimbursement - Aug 2019	352-9552-795-11-00-C	-30.13
017730	Lake County Vol Firefighters Assn	Mendo Mill Reimbursement - 524590/3	352-9552-795-18-00-A	-26.08
017731	Lower Lake County Water	Water - Sep 2019	352-9552-795-30-00-B	164.64
017732	Nationwide Retirement	Deferred Comp 10/01-10/15/2019	352-9552-795-01-11-	2,270.00
017733	Noridian JD DME	Ambulance Revenue Refund 2019003049	352-9552-465-68-60-	174.56
017734	Parallon	Ambulance Billing Coll-July/Aug 2019	352-9552-795-23-80-H	706.61
017735	Partnership Health Plan	Ambulance Revenue Refund	352-9552-465-68-60-	267.58
017736	Predator Pest & Weed	Rodents - Oct 2019	352-9552-795-18-00-A	95.00
017737	Tax Deferred Service	Deferred Comp 10/01-10/15/2019	352-9552-795-01-11-	165.00
017738	US Bank Corp	See attached breakdown	Various	17,704.74
			<b>Total 10/10/2019</b>	<b>222,957.57</b>
017739	Administrative Solution	Medical Admin Fees - Oct 2019	352-9552-795-03-30-	630.00
017739	Administrative Solution	Medical - Oct 2019	352-9552-795-03-30-	5,000.00
017740	AFLAC	Insurance - Oct 2019	352-9552-795-01-11-	296.82
017741	Blue Shield of California	Medical - Nov 2019	352-9552-795-03-30-	28,573.42
017741	Blue Shield of California	OPEB Medical - Nov 2019 Murch	352-9552-795-03-45-B	873.25
017741	Blue Shield of California	COBRA Medical - Nov 2019 Jorgensen	352-9552-795-03-45-B	1,055.48
017742	CA Dept of Tax & Fee	Diesel Tax 7/1 - 9/30/2019	352-9552-795-48-00-	974.16
017743	CrewSense, LLC	Shift Scheduling - Oct 2019	352-9552-795-23-80-D	124.48
017744	Department of Justice	Live Scan - Nutting	352-9552-795-23-80-A	49.00
017745	FDAC EBA	Dental/Vision/Life - November 2019	352-9552-795-03-30-	5,436.08
017745	FDAC EBA	OPEB Dental/Vision/Life - November	352-9552-795-03-45-B	90.33
017746	Gail Franklin	Expense reimb-2019 Uniform Allotmen	352-9552-795-11-00-B	146.70
017747	HSI, Inc.	Ambulance Billing - September 2019	352-9552-795-23-80-H	4,376.00
017748	Jones & Mayer	Legal Services - Sep 2019	352-9552-795-23-80-A	2,363.22
017749	Lake County Fire Prot Dist	CalPERS EMPLOYER 10/16-10/31/2019	352-9552-795-02-22-	12,500.00
017749	Lake County Fire Prot Dist	CalPERS EMPLOYEE 10/16-10/31/2019	352-9552-795-02-23-	6,500.00
017749	Lake County Fire Prot Dist	Payroll 10/16-10/31/2019	352-9552-795-09-00-	72,776.58
017750	Lake County Info Tech	Computer Services - 1st Qtr 2019/20 Sta 65	352-9552-795-23-80-F	90.00
017750	Lake County Info Tech	Computer Services - 1st Qtr 2019/20 Sta 70	352-9552-795-23-80-F	501.75
017751	Lake County Prof Firefighters Assn	Union Dues October 2019	352-9552-795-01-11-	1,036.00
017752	Lake County Special Districts	Sewer 10/16 - 12/15/19	352-9552-795-30-00-D	555.80
017753	Nationwide Retirement	Deferred comp 10/16-10/31/2019	352-9552-795-01-11-	2,270.00
017754	Occu-Med, Ltd.	Pre-Employment Exam - Hickey	352-9552-795-23-80-B	191.60
017755	Pacific Gas and Electric	Electric - September 2019	352-9552-795-30-00-A	2,972.36
017756	VOID	Void ck017756	352-9552-795-09-00-	0.00
017757	Tax Deferred Services	Deferred comp 10/16-10/31/2019	352-9552-795-09-00-	165.00
017758	Teleflex LLC	Medical Supplies	352-9552-795-28-48-A	610.63
			<b>Total 10/29/2019</b>	<b>150,158.66</b>
			<b>Total October 2019</b>	<b>373,116.23</b>

**Lake County Fire Protection District  
Fund 352 General Ledger Summary  
2019/2020**

AS OF: 10/31/2019

Account	Description	Budget	YTD	Budget Bal	% to Budget
<b>Revenues</b>					
411.10-10	CS Prop Tax	\$ 975,000	\$ -	\$ 975,000.00	0.00%
411.10-20	CU Prop Tax	\$ 22,000	\$ -	\$ 22,000.00	0.00%
411.10-25	Curr Supp Prop Tax	\$ -	\$ -	\$ -	
411.10-35	Prior Supp Prop Tax	\$ 1,000	\$ -	\$ 1,000.00	0.00%
411.10-40	DU Prop Tax	\$ 500	\$ -	\$ 500.00	0.00%
422.21-60	Permits	\$ 10,000	\$ 2,861.50	\$ 7,138.50	28.62%
431.31-95	Fines, Fees, Forfeit	\$ 35,000	\$ -	\$ 35,000.00	0.00%
441.42-01	Interest	\$ 15,000	\$ 17,324.65	\$ (2,324.65)	115.50%
453.54-60	HOPTR	\$ 12,000	\$ -	\$ 12,000.00	0.00%
453.54-70	Disaster Rev Loss Backfil	\$ -	\$ 43,595.77	\$ (43,595.77)	
456.56-30	Other Gov Agencies	\$ 150,000	\$ 42,299.82	\$ 107,700.18	28.20%
465.68-60	Institutional Care & Svcs	\$ 1,100,000	\$ 493,989.26	\$ 606,010.74	44.91%
466.69-29	Other Curr Fire Svcs	\$ 1,350,000	\$ -	\$ 1,350,000.00	0.00%
491.79-60	Sale of Fixed Asset	\$ 5,000	\$ -	\$ 5,000.00	0.00%
492.79-90	Other Misc	\$ 25,000	\$ 2,237.46	\$ 22,762.54	8.95%
492.79-91	Cancelled Checks	\$ -	\$ 14.00	\$ (14.00)	
502.81-22	Op Trans In	\$ 50,000	\$ -	\$ 50,000.00	0.00%
<b>Total Revenues</b>		<b>\$ 3,750,500</b>	<b>\$ 602,322.46</b>	<b>\$ 3,148,177.54</b>	<b>16.06%</b>

Account	Description	Budget	YTD	Budget Bal	% to Budget
<b>Expenditures</b>					
795.01-11	Salaries & Wages - Perm	\$ 1,710,000	\$ 461,504.15	\$ 1,248,495.85	26.99%
795.01-12	Salaries & Wages - EH	\$ 110,000	\$ 53,037.92	\$ 56,962.08	48.22%
795.01-13	Salaries & Wages - OT	\$ 275,000	\$ 65,004.63	\$ 209,995.37	23.64%
795.01-14	Salaries & Wages - Sev/PO	\$ 75,000	\$ 37,292.38	\$ 37,707.62	49.72%
795.02-21	FICA	\$ 64,945	\$ 12,352.72	\$ 52,592.28	19.02%
795.02-22	PERS-Employer Pd	\$ 578,417	\$ 191,452.30	\$ 386,964.70	33.10%
795.02-23	PERS-Emplyr PD Member	\$ 107,303	\$ 31,995.95	\$ 75,307.05	29.82%
795.03-30	Health Insurance	\$ 502,200	\$ 139,005.81	\$ 363,194.19	27.68%
795.03-31	Unemployment Ins	\$ 72,800	\$ 1,424.73	\$ 71,375.27	1.96%
795.03-32	Health Insurance Opt Out	\$ 36,000	\$ 8,190.78	\$ 27,809.22	22.75%
795.03-45	Retiree OPEB	\$ 67,200	\$ 6,254.32	\$ 60,945.68	9.31%
795.04-00	Worker's Comp	\$ 210,000	\$ 94,542.00	\$ 115,458.00	45.02%
795.09-00	Payroll Clearing	\$ -	\$ 7,955.92	\$ (7,955.92)	
795.11-00	Clothing	\$ 86,500	\$ 4,514.75	\$ 81,985.25	5.22%
795.12-00	Communications	\$ 240,000	\$ 9,063.52	\$ 230,936.48	3.78%
795.14-00	Household Supplies	\$ 6,500	\$ 1,201.45	\$ 5,298.55	18.48%
795.15-10	Insurance - Other	\$ 4,200	\$ 700.00	\$ 3,500.00	16.67%
795.15-12	Insurance - Public Liability	\$ 3,000	\$ -	\$ 3,000.00	0.00%
795.15-13	Insurance - Fire/Allied	\$ 27,000	\$ -	\$ 27,000.00	0.00%
795.17-00	Equip Maintenance	\$ 77,268	\$ 16,247.95	\$ 61,020.05	21.03%
795.18-00	Bldg Maintenance	\$ 18,500	\$ 3,400.46	\$ 15,099.54	18.38%
795.20-00	Memberships	\$ 6,000	\$ -	\$ 6,000.00	0.00%
795.22-70	Office Supplies	\$ 8,500	\$ 1,738.63	\$ 6,761.37	20.45%
795.22-71	Postage	\$ 1,500	\$ 367.36	\$ 1,132.64	24.49%
795.22-72	Books & Periodicals	\$ 2,900	\$ 122.89	\$ 2,777.11	4.24%
795.23-80	Professional Svcs	\$ 169,808	\$ 109,577.76	\$ 60,230.24	64.53%
795.24-00	Pub & Legal Notices	\$ 1,000	\$ 314.75	\$ 685.25	31.48%
795.25-00	Rents & Leases - Equipment	\$ 3,000	\$ 848.24	\$ 2,151.76	28.27%
795.27-00	Small Tools	\$ 3,500	\$ 473.28	\$ 3,026.72	13.52%
795.28-30	Special Dept Supplies	\$ 51,500	\$ 13,216.88	\$ 38,283.12	25.66%
795.28-48	Ambulance Expense	\$ 75,000	\$ 23,431.10	\$ 51,568.90	31.24%
795.29-50	Trans & Travel	\$ 58,000	\$ 18,120.20	\$ 39,879.80	31.24%

**Lake County Fire Protection District  
Fund 352 General Ledger Summary  
2019/2020**

Account	Description	Budget	YTD	Budget Bal	% to Budget
<b>Expenditures Continued</b>					
795.30-00	Utilities	\$ 51,500	\$ 17,233.21	\$ 34,266.79	33.46%
795.38-00	Inventory Items	\$ 28,000	\$ 6,787.84	\$ 21,212.16	24.24%
795.42-10	Loans & Notes	\$ 49,100	\$ -	\$ 49,100.00	0.00%
795.48-00	Taxes & Assessments	\$ 4,000	\$ 1,749.44	\$ 2,250.56	43.74%
795.61-60	Capital Assets-Bldgs	\$ 10,000	\$ -	\$ 10,000.00	0.00%
795.62-71	Capital Assets-Off Equip	\$ -	\$ -	\$ -	
795.62-74	Capital Assets-Equipment	\$ -	\$ -	\$ -	
795.62-76	Capital Assets-Fire Hose	\$ -	\$ -	\$ -	
795.62-79	Capital Assets-Prior Years	\$ -	\$ -	\$ -	
795.63-13	Const In Progress-Bldgs	\$ 40,000	\$ -	\$ 40,000.00	0.00%
795.90-91	Contingencies	\$ -	\$ -	\$ -	
<b>Total Expenditures</b>		<b>\$ 4,835,141</b>	<b>\$ 1,339,123.32</b>	<b>\$ 3,496,017.68</b>	<b>27.70%</b>

**6/30/19 Ending Op Cash Balance \$ 1,239,686.16**

**Resolution transfers for Reserves  
Decrease Reserve/Increase Cash:**

16,528.00 RESO# 19-0901 QAF 2019 1st Qtr  
17,180.00 RESO# 19-0901 QAF 2019 2nd Qtr

\$ 33,708.00

**Increase Reserves/Decrease Cash:**

\$ 100,000.00 2019/20 Budget to Equipment Reserve  
\$ 88,550.00 2019/20 Budget to Building Reserve

\$ 188,550.00

Plus: YTD Revenues \$ 602,322.46  
Less: YTD Expenditures \$ 1,339,123.32  
**Operating Cash Balance \$ 348,043.30**



# LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,  
CALIFORNIA 95422

707-994-2170 PHONE 707-994-4861 FAX

Date: 11/20/2019

To: LCFPD Board of Directors

From: Chief Sapeta

Dear Board Members; items for today's meeting.

1. New Volunteers Provided by Associate member:
2. Update on recent calls in the LCFPD (Safeway, 2- on 2<sup>nd</sup> Street, Konocti View, Filmore, Water Park, 30<sup>th</sup> Ave and 29<sup>th</sup> Ave Hostage Incident).
3. Overview of LCFCA meeting.
4. Update on Cannabis/Hemp Industry in the LCFPD-LCFCA-County of Lake.
5. OES Fire/Rescue workshop 11/14/2019 Dublin Ca.
6. Cell tower update "Vertical Bridge".
7. Overview of the Great Shake Out TTX 10/18/2019 @1018 hours.
8. Update on the KUSD alarm system and recent testing at LLHS and scheduling with other KUSD facilities TBD.
9. Judges breakfast 11/07/2019 presentation.
10. Working with various local agencies for the revision to the Tactical Interoperable Communications Plan (TICP).
11. X-MAS Parade Lower Lake 12/06/2019 and Lakeshore Lions 12/07/2019.
12. Annual Flag Lowering 11/12/2019.

Respectfully submitted,  
Chief Sapeta

# *Lake County Fire Protection District*

## **RESOLUTION NO. 19-1101**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT TO APPROPRIATE RESERVES/DESIGNATIONS FOR THE GROUND EMERGENCY MEDICAL TRANSPORT QUALITY ASSURANCE FEES**

**WHEREAS**, Government Code 29130, provides that canceling reserves may be available for specific appropriation by four-fifths vote of the Board at a duly noticed hearing as part of any regular or special meeting of which all members had reasonable notice; and

**WHEREAS**, the Lake County Fire Protection District has reserves designated for “Medical Services & Equip” in the amount of \$1,427,125 which can only be used for health care services including, but not limited to salaries, supplies, and equipment; and

**WHEREAS**, SB523 of 2017 established the GEMT QAF program. The QAF collected will be used to increase reimbursement to GEMT providers by application of an add-on to the fee-for-service fee schedule rate for the affected emergency medical transport billing codes; and

**WHEREAS**, the Board has determined that the QAF is a mandatory and necessary expense for the District to provide health care services.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Lake County Fire Protection District directs the County Auditor-Controller to cancel reserves and increase budget according to the following:

Increase Expense Budget:			
352-9552-795.23.80h	Professional Services	\$15,277	3 <sup>rd</sup> Qtr 2019
Decrease Reserves:			
352-0000-392.25-00	Med Svcs & Equip Res	\$15,277	

**THIS RESOLUTION WAS PASSED AND ADOPTED** by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on November 20, 2019, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

\_\_\_\_\_  
**CHAIRPERSON OF THE BOARD**

**ATTEST:**

\_\_\_\_\_  
**Miasha Rivas, Clerk of the Board**

# **California State University, Sacramento**

**Procurement and Contract Services  
6000 J Street, MS 6008 Sacramento, CA 95819**

## **STUDENT PLACEMENT AGREEMENT FOR EDUCATIONAL AND/OR FIELD EDUCATION EXPERIENCE IN A PREHOSPITAL/EMT/PARAMEDIC PROGRAM**

This Agreement is entered into between Lake County Fire Protection District, hereinafter referred to as “Facility” and California State University, Sacramento, hereinafter referred to as “University” on behalf of its College of Continuing Education, hereinafter referred to as “CCE”.

WHEREAS, this Agreement shall replace and supersede any existing agreement between the parties for student placement and similar activities under programs; and

WHEREAS, CCE operates fully accredited health sciences programs offering degrees in a variety of allied health professions and health program fields and the CCE Program require their students to have Field Education experience and the use of Field Education facilities: and

WHEREAS, the Facility is willing to permit the use of its Field Education or public health facilities and services for the education of said students, under the circumstances herein defined: and,

WHEREAS, it is to the mutual benefit of the parties hereto that students of the CCE Program use the facilities of the Facility for their Field Education experience

NOW, THEREFORE, in consideration of the covenants, conditions, and stipulations hereinafter expressed and in consideration of the mutual benefits to be derived from, the parties hereto agree as follows:

### **I. INFORMATION ABOUT THE PROGRAM**

- A. The maximum number of CCE students who may participate in the Program during each training period shall be mutually agreed by the parties at least 30 days before the training period begins.
- B. The starting date and length of each Program training period shall be determined by mutual agreement.
- C. Student Placements to be afforded under this agreement shall include Prehospital, EMT, or Paramedic only.

### **II. FACILITY’S RESPONSIBILITIES**

- A. Field Education Experience. Facility shall accept from CCE the mutually agreed upon number of students enrolled in the Program and shall provide the students with supervised Field Education experience.
- B. Facility Designee. Facility shall designate a member of its staff to participate with CCE’s designee in planning, implementing, and coordinating the Program.

- C. Orientation Program for CCE Instructors. Facility shall provide an orientation for CCE instructors who will oversee students in the Program, and shall include all information and materials that CCE instructors are to provide during the student orientation required in paragraphs III.D and III.F.6.
- D. Access to Facilities. Facility shall permit students enrolled in the Program access to Facility facilities as appropriate and necessary for their Program, provided that the students' presence shall not interfere with Facility's activities.
- E. Records and Evaluations. Facility shall maintain complete records and reports on each student's performance and provide an evaluation to CCE on forms the CCE shall provide.
- F. Withdrawal of Students. Facility may request that CCE withdraw from the placement any student who Facility determines is not performing satisfactorily, refuses to follow Facility's administrative policies, procedures, rules and regulations, or violates any federal or state laws. Such requests must be in writing and must include a statement as to the reason or reasons for Facility's request. CCE shall comply with the written request within five (5) days after actually receiving it.
- G. Emergency Health Care/First Aid. Facility shall, on any day when a student is receiving training at its facilities, provide to that student necessary emergency health care or first aid for accidents occurring in its facilities. Except as provided in this paragraph, Facility shall have no obligation to furnish medical or surgical care to any student.
- H. Student Supervision. Facility shall permit students to perform services for patients only when under the supervision of a registered, licensed, or certified clinician/professional on Facility's staff. Such clinicians or professionals are to be certified or licensed in the discipline in which supervision is provided. Students shall work, perform assignments, and participate in ward rounds, clinics, staff meetings, and in-service educational programs at the discretion of their Facility-designated supervisors. Students are to be regarded as trainees, not employees, and are not to replace Facility's staff.
- I. Facility's Confidentiality Policies. As trainees, students shall be considered members of Facility's "workforce," as that term is defined by the HIPAA regulations at 45 C.F.R. § 160.103, and shall be subject to Facility's policies respecting confidentiality of medical information. In order to ensure that students comply with such policies, Facility shall provide students with substantially the same training that it provides to its regular employees.

### III. CCE'S RESPONSIBILITIES

- A. Student Profiles. CCE shall advise each student enrolled in the Program to complete and send to Facility a student profile on a form to be agreed by the parties, which shall include the student's name, address, and telephone number. Each student shall be responsible for submitting his or her student profile before the Program training period begins. Facility shall regard this information as confidential and shall use the information only to identify each student.
- B. Schedule of Assignments: CCE shall notify Facility's Program supervisor of student assignments, including the name of the student, level of academic preparation, and length and dates of proposed Field Education experience.
- C. Program Coordinator. CCE shall designate a faculty member to coordinate with Facility's designee in planning the Program to be provided to students.

- D. Orientation Program. CCE instructors shall attend an orientation provided by Facility, and shall provide a similar orientation to students at the beginning of their enrollment in the Program.
- E. Records. CCE shall maintain all personnel records for its staff and all academic records for its students.
- F. Student Responsibilities. CCE shall notify students in the Program that they are responsible for:
- 1) Complying with Facility's Field Education and administrative policies, procedures, rules and regulations;
  - 2) Submitting to health and background screenings as required by the Facility. Also assuming responsibility for their personal illnesses, necessary immunizations, tuberculin tests, and annual health examinations;
  - 3) Providing evidence of personal health insurance, at student's own expense.
  - 4) Maintaining the confidentiality of patient information.
    - a) No student shall have access to or have the right to receive any medical record, except when necessary in the regular course of the Field Education experience. The discussion, transmission, or narration in any form by students of any individually identifiable patient information, medical or otherwise, obtained in the course of the Program is forbidden except as a necessary part of the practical experience.
    - b) Neither University, CCE nor its employees or agents shall be granted access to individually identifiable information unless the patient has first given consent using a form approved by Facility that complies with applicable state and federal law, including the Health Insurance Portability and Accountability Act ("HIPAA") and its implementing regulations.
    - c) Facility shall reasonably assist CCE in obtaining patient consent in appropriate circumstances. In the absence of consent, students shall use de-identified information only in any discussions about the Field Education experience with University, CCE, its employees, or agents;
  - 5) Complying with Facility's dress code and wearing name badges identifying themselves as students;
  - 6) Attending an orientation to be provided by their CCE instructors;
  - 7) Notifying Facility immediately of any violation of state or federal laws by any student; and
  - 8) Providing services to Facility's patients only under the direct supervision of Facility's professional staff.
- G. Students are not employees or agents of the University or CCE and shall receive no compensation for their participation in the Program, either from University or CCE. For purposes of this agreement, however, students are trainees and shall be considered members of Facility's "workforce" as that term is defined by the HIPAA regulations at 45 C.F.R. § 160.103.

#### IV. GENERAL PROVISIONS

##### A. Non-Discrimination

The parties agree that all students receiving training pursuant to this Agreement will not be subject to or engage in discrimination or harassment on account of Age, Disability (physical or mental), Gender (or sex), Gender Identity (including transgender), Gender Expression, Genetic Information, Marital Status, Medical Condition, Nationality, Race or Ethnicity (including color or ancestry), Religion (or Religious Creed), Sexual Orientation, sex stereotype, and Veteran or Military Status (“Protected Characteristics”) and/or retaliation based on either making a complaint or participating in an investigation of alleged discrimination or harassment. Facility acknowledges that the University reviews any campus community complaints of discrimination, harassment, sexual misconduct, dating violence, and stalking based on a Protected Characteristic and retaliation under the terms of California State University Executive Orders 1097 and 1096 (which can be found at <http://www.calstate.edu/eo/>). If the Facility receives a complaint from a student at the Facility alleging discrimination, harassment or retaliation and/or otherwise becomes aware of potential discrimination, harassment or retaliation by or against a student, the Facility will promptly notify the Sacramento State Office for Equal Opportunity (<http://www.csus.edu/hr/departments/equal-opportunity/>) so that appropriate action may be taken. This report will be made even if the Facility has its own policies and/or procedure for addressing harassment and discrimination concerns.

##### B. Status of University and Facility

The parties expressly understand and agree that the students enrolled in the Program are in attendance for educational purposes, and such students are not considered employees of either Facility or University for any purpose, including, but not limited to, compensation for services, welfare and pension benefits, or workers’ compensation insurance. Students are, however, considered members of Facility’s “workforce” for purposes of HIPAA compliance.

##### C. Insurance

1. Student Insurance. All students performing field work, clinical placements, or similar activities who are registered in for-credit courses for which the placements are required are covered with general and/or professional liability insurance through the California State University Risk Management Authority (CSURMA) Student Professional Liability Insurance Program (SPLIP). A certificate of insurance can be obtained upon request for Student Professional Liability.
2. Facility Insurance. Facility shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, insurance in amounts that are reasonably necessary to protect it against liability arising from any and all negligent acts or incidents caused by its employees. Coverage under such professional and commercial general liability insurance shall be not less than one million dollars (\$1,000,000) for each occurrence and three million dollars (\$3,000,000) in the aggregate. Such coverage is to be obtained from a carrier rated A or better by AM Best or a qualified program of self-insurance. Facility shall also maintain and provide evidence of workers’ compensation and disability coverage for its employees as required by law. Facility shall promptly notify University of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.
3. University Insurance. It is understood and agreed that the California State University is a self-insured public agency of the State of California. The University maintains self-insurance programs to fund its respective liabilities.

D. Indemnification

1. University agrees to indemnify, defend and hold harmless Facility and its affiliates, directors, trustees, officers, agents, and employees, against all claims, demands, damages, costs, expenses of whatever nature, including court costs and reasonable attorney fees, arising out of or resulting from University's negligence, or in proportion to the University's comparative fault.
2. Facility agrees to indemnify, defend, and hold harmless University and its affiliates, directors, trustees, officers, agents, and employees, against all claims, demands, damages, costs, expenses of whatever nature, including court costs and reasonable attorney fees, arising out of or resulting from Facility's negligence, or in proportion to the Facility's comparative fault.

E. Term and Termination

1. Term. This Agreement shall become effective as of the date of final execution and shall remain in effect for 5 years.
2. Termination. This Agreement may be terminated at any time by the written agreement or upon 30 days' advance written notice by one party to the other, PROVIDED, HOWEVER, that in no event shall termination take effect with respect to currently enrolled students, who shall be permitted to complete their training for any semester in which termination would otherwise occur.

F. Amendments

In order to ensure compliance with HIPAA, the following provisions of this Agreement shall not be subject to amendment by any means during the term of this Agreement or any extensions: Section II, Paragraphs H and I; Section III, Paragraph F, subdivisions 4.a), 4.b), and 4.c); Section III, Paragraph G, to the extent it provides that students are members of Facility's "workforce" for purposes of HIPAA; and Section IV B. This Agreement may otherwise be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be reduced to writing and signed by the parties.

G. Assignment

Neither party shall voluntarily or by operation of law, assign or otherwise transfer this Agreement without the other party's prior written consent. Any purported assignment in violation of this paragraph shall be void.

H. Captions

Captions and headings in this Agreement are solely for the convenience of the parties, are not a part of this Agreement, and shall not be used to interpret or determine the validity of this Agreement or any of its provisions.

I. Counterparts

This Agreement may be executed in any number of counterparts, each of whom shall be deemed an original, but all such counterparts together shall constitute one and the same instrument. Original copies of the Agreement sent by facsimile or electronic delivery (.pdf) shall be treated as originals.

J. Governing Law.

The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California.

K. Notices

Any written notice given under this agreement shall be sent to California State University, Sacramento, Procurement and Contract Services, 6000 J Street, Mail Stop 6008, Sacramento, CA 95819.

L. Entire Agreement

This Agreement is the entire agreement between the parties. No other agreements, oral or written, have been entered into with respect to the subject matter of this Agreement.

V. EXECUTION

IN WITNESS WHEREOF by signing below, each of the following represent that they have authority to execute this Agreement and to bind the party on whose behalf their signature is made.

**California State University, Sacramento**

**Lake County Fire Protection District**

By: \_\_\_\_\_  
Tiffany Tsang  
Contract Specialist

By: \_\_\_\_\_  
(signature)  
Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# Lake County Fire Protection District

14815 Olympic Drive, Clearlake, California 95422  
707-994-2170 phone 707-994-4861 fax

10-21-2019

To: LCFPD Board of Directors

From: FEA/HEM Shields

RE: Fire Apparatus needs

The LCFPD is responsible to house and maintain a fleet of emergency vehicles and Fire Apparatus capable of responding to a variety of emergencies. I have conducted an assessment based on our district calls for service, and formed a list of the equipment I feel is necessary to safely and effectively provide the service our community expects from the LCFPD. In this list I've included the equipment type, number needed, and life expectancy. The life expectancy of equipment is based on several factors such as, frequency of use, conditions operated under, operator experience level, and parts availability. Life expectancy years are based on Apparatus that is purchased in new or near new condition. Proposed equipment listed below.

3- ISO rated Type 1 Structural pumping apparatus. 2 Primary response and 1 reserve. Primary response Life expectancy-20 to 25 years.

3- Type 2 Wildland/Urban interface Engines. 2 Primary response, and 1 reserve. Primary response life expectancy 10 years.

2- Type 3 Wildland Engines. These are secondary reserve units and replacement needs will be evaluated by the fleet manager.

2- Water tenders. 1-3000gal. and 1-2000gal. Primary response life expectancy 20 to 25 years.

1- Type 6 Quick response Engine. Primary response 15 years or 100,000 miles

1- Type 1 Heavy rescue. Primary response life expectancy 25 to 30 years.

3- ASL Ambulances. 2 Primary response, 1 reserve. Primary response replacement; 8 years or 150,000.

Command vehicle needs will vary based on staffing.

2- Type 2 Utility vehicles. 15 years or 150,000 miles

# Lake County Fire Protection District

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707-994-2170 phone 707-994-4861 fax

## CURRENT RESOURCE LIST WITH MILES & AGE

Vehicle #	Apparatus Type	Make/Model	License#	VIN#	Gallons	GPM	Miles	Age
E6511	Type I Engine	1990 Ford C-800	E332387	1FDYD80U4LVA44420	750	1,250	90,142M 6,012H	29
E6521	Type II Engine	1996 International 4800	E048529	1HTSEAAR3TH378058	500	750	34,652M 3,800H	23
E6531	Type III Engine	1986 GMC C-7000	E372863	1GDM7D1E8GV537044	500	250	16,500 Mi	33
E6561	Type VI Engine	2006 Ford F-550	E1502407	1FDAX57P66EA15724	280	150	58,910 Mi	13
E7011	Type I Engine	1996 Spartan Hi-Tech	E1208923	4S7AT9D01TC016428	750	1,500	65,578M 6,378H	23
E7021	Type II Engine	2014 International 7400	E1403256	1HTWEAZR4EH771561	500	500	35,281M 3780H	6
E7022	Type II Engine	2000 International 4900	E1057587	1HTSDAAR5YH316106	500	500	102,264M 9,135H	19
E7221	Type II Engine	1980 Ford C-800	E767607	C80KVJD9805	750	1,000	Out of Service	For Sale
E7231 (new)	Type III Engine	1989 International S-1800	E1537663	1HTLFDBN0KH655195	500	300	New 135,500 Mi	30
E7231 (old)	Type III Engine	1982 International S-1700	E1249794	1HTAA1724CHB24525	500	300	Old 138,236	37
L7011	Ladder Engine	2000 American La France	E1250707	4Z3ZESZB2YRH28149	400	1,500	Out of service	For Sale
WT7011	Water Tender	1996 Kenworth	E035519	S730302GL	3,000	500	26,195M 4,693H	23
BC702	Chief Vehicle	2011 Dodge Ram 2500 4x4	E1350095	3D7TT2CT1BG604571				
BC703	Chief Vehicle	2011 Dodge Ram 2500 4x4	E1350096	3D7TT2CT2BG593547				
C700	Chief Vehicle	2011 Dodge Ram 2500 4x4	E1350094	3D7TT2CT4BG552773				
U7011	Utility	2007 Chevrolet Tahoe 4x4	E1232908	1GNFK13047R427426				
U7012	Utility	2001 Ford F250 4x4	E1288143	3FTNX21L41MA86983				
H7011	HazMat Unit	1990 Ford Cargo	E1223459	9BFXH70P2LDM01758				
H7011 Trailer	HazMat Trailer							
H7011 Decon	HazMat Decon Trailer							
M7011	Ambulance	2016 Ford F450	E1493967	1FDUF4HT9GEB06655			51,760M 4,224H	3
L7012	Ambulance	2016 Ford F450	E1515694	1FDUF4HT5GEB70272			42,510M 3,151H	3
M7014	Ambulance	2005 Ford E450	E1288136	1FDXE45P85HB39567			134,021M	14
M7021	Ambulance	2011 Ford E350	E1374386	1FDSS3ES7BDB18195			201,293	8
R7011	Rescue	1999 Freightliner FL-50	E1066960	1FV3EFBD1XH959960			38,427M 2,950H	20

# Lake County Fire Protection District

14815 Olympic Drive, Clearlake, California 95422  
707-994-2170 phone 707-994-4861 fax

## Resource Comparison

We currently operate and maintain 11 Fire/Rescue apparatus, and 4 ALS Ambulances. The average age of our Fire/Rescue fleet is 23 years. The average of our EMS fleet is 7 years. Our increase in call volume, in addition to responding to 3 adjacent districts, continues to increase equipment wear which shortens equipment life expectancy.

### Proposed Resource list:

3-Type 1 Engines

3-Type 2 Engines

2-Water tenders

2-Type 3 Engines

1-Type 6 Engine

1-Type 1 Rescue

3-ALS Ambulances

2-Utility Vehicles

Command vehicles as needed

### Current Resource list:

2-Type 1 Engines (29, and 23 years old)

3-Type 2 Engines (6, 19, and 23 years old)

1-Water tender (23 years old)

3-Type 3 Engines (30, 33, and 37 years old)

1-Type 6 Engine (13 years old)

1-Type 1 Rescue (20 years old)

4-ALS Ambulances (3,3,8, and 14 years old)

2-Utility Vehicles (12, and 18 years old)

3-Command Vehicles (8, 8, and 8 years old)

# Lake County Fire Protection District

14815 Olympic Drive, Clearlake, California 95422  
707-994-2170 phone 707-994-4861 fax

## Summary

As we can see by comparing our current fleet to the proposed fleet some adjustment need to be made. Some apparatus purchases need to be made followed by the surplus of excess apparatus.

(Type 1 Engines) We appear to be 1 Type-1 engine short. The 2 in service (first out) type-1's are nearing or have exceeded their service life. Possible solution: Purchase 2 new or refurbished type-1 Engines, and surplus the oldest. This will leave us 3 ISO rated Type-1 structural apparatus, 2 first out units and 1 reserve. This will give the district 20 to 25 years of service from the 2 first out Type-1 engines. The districts last type-1 engine purchase was in 2006 and was a 1995 year model. The last new type-1 engine was purchased in 1990. I feel the planning for the purchase of these units should be a priority as soon as possible. Approximate cost of 1 new type-1 engine is \$400,000 to \$500,000.

(Type 2 Engines) We currently have the numbers of type-2's necessary. The type-2 Wildland/Urban interface engines are our most heavily used engines due to their versatility and demand across the state. I feel that these type of engines should be purchased new due to the heavy use and abuse they sustain while in service. I recommend that 1 new type-2 engine is purchased every 10 years. If a new type-2 were to be purchased every 10 years the current first out type-2 will go to second out, and the third unit goes to reserve. The oldest of the 3 type-2's will go to surplus. This will keep us from operating engines beyond 30 years of age. Using this as a timeline for type-2 engine purchases, a new type-2 engine should be purchased in year 2024. The districts last new type-2 engine purchase was in 2013. Approximate cost of 1 new type-2 engine is \$350,000

(Water Tenders) We appear to be 1 Water tender short. The current water tender in service is nearing the end of its service life. The LCFPD heavily relies on the response of the water tender for wildland and structural fire fighting where a water supply is not available. The LCFPD is also frequently requested to send the water tender to other districts to support their incidents. This often leaves the district with no water tender support. The purchase of a second water tender will reduce the wear and extend the life of our current water tender, as well as keep one available in district when one is sent out of district. The last water tender purchase was a new unit in 1996. Approximate cost of 1 new 2000 gallon tactical water tender is \$300,000. I feel the purchase of a 2000 Gallon tactical water tender should be made as soon as possible.

(Type 3 Engines) We currently have 3 type-3 wildland engines. I feel only 2 of these engines are necessary as they are not used on a daily basis. These engines are our 3<sup>rd</sup> out engines for wildland fires as well as volunteer response/training engines. These type of engines could be purchased used as the need arises. 1 type-3 engine has already been approved for surplus.

(Type 6 Engine) We currently have the number of type-6 engines necessary. The LCFPD purchased 1 used type-6 engine, year model 2006, in June of 2018. The type-6 is a multi use engine housed at station 65. It is a tight access quick-repose engine for small fires and daily duties to reduce the use of the aged larger engines. The type-6 is equipped for medical aids, auto extrication, rope rescue as well and the ability to fight small fires. I feel these engines could be purchased used if a suitable unit that fits our needs is available. I feel with the current condition and mileage of our type-6, we should not have to consider a replacement for at least 6 years. Approximate cost of new unit is \$175,000. Used units can be purchased for \$50,000 to \$75,000.

(Heavy Rescue) We currently have a suitable heavy rescue unit. This unit equipped with the tooling and equipment to response to a variety of emergencies such as, vehicle accidents where vehicle stabilization and patient extrication is required. This unit is also equipped for rope rescue, breathing air support, as well as multiple types of mobile lighting, and electrical supply. This unit curtail to our rescue type calls for service. Due to the low mileage and relatively low use, I feel this unit will suit our need for the next 8 to 10 year as long as repair are available. Approximate costs of rescue apparatus can vary widely depending on how they are specked and outfitted.

(ALS Ambulance) We currently have 4 ambulance in our fleet. 2 primary response, and 2 reserve. The need for ambulance will vary depending on EMS staffing. At all times with our current staffing we should have at least 3 ambulances. 2 primary response and 1 reserve. In 2016 the district had our 2 old type-1 ambulance bodies remounted onto 2 new F-450 chassis. This resulted in a savings of approximately \$80,000 per unit over the purchase of an entirely new unit. This type of remounting can only be done once due to the abuse the medic units encounter during their time in service in our district. With our medical call volume and road conditions, I feel that our primary response ambulances should be replaced every 8 years. This puts them in the 150,000 mile range at time of replacement. Using this timeline we would need to plan for the purchase of 2 new type-1 ambulances in 2024. Approximate cost of 1 new type-1 ambulance is \$200,000.

(Command units) At this time we have 3 command vehicles. 1 being Chief 700's vehicle, 1 being BC702's vehicle, and the other being retired BC703. The need for command vehicles will vary upon staffing of command positions. BC702 will be retiring this year. At that time we will have 2 reserve command vehicles. I feel the purchase of command vehicles is not necessary at this time.

(Utility vehicles) We currently have 2 utility vehicles. 1 SUV type utility for traveling to trainings and other duties. We also have 1 puck-up truck utility for moving and hauling of items such as hose and equipment form fire scenes. I feel that the purchase of utility vehicles is not necessary at this time.

Respective submitted

Kyle Shields

Fleet Manager