



Aptos/La Selva Fire Protection District

6934 Soquel Drive ▪ Aptos, CA 95003
Phone # 831-685-6690 ▪ Fax # 831-685-6699

A-G-E-N-D-A

Aptos/La Selva Fire Protection District

Special Board Meeting

Tuesday, June 4, 2013 – 6:00 PM

**Administration Office
6934 Soquel Drive
Aptos, California 95003**

Welcome to the Aptos/ La Selva Fire Protection District Board meeting. The President of the Board of Directors will invite your comments regarding any item listed on our open session agenda. The President may request that comments be limited to three (3) minutes for any item NOT listed on the agenda. The Brown Act prohibits the Fire Board from taking any action not listed on the agenda.

1.0 ROLL CALL ABENDSCHAN, HURLEY, JOHNSTON, SPISAK, WEATHERFORD

1.1 INTRODUCTIONS: FIRE CHIEF JEFF TERPSTRA
BOARD SECRETARY FRED MALMLUND

2.0 PLEDGE OF ALLEGIANCE

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

3.1 ORAL COMMUNICATIONS:

This time is set-aside for members of the public to address the board on any item NOT on the agenda, which is within the subject matter jurisdiction of the board. No action or discussion shall be taken on any item presented except that any board member may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to the board will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any board member may place matters brought up under oral communications on a future agenda.

3.2 WRITTEN COMMUNICATIONS

A/LSFPD BOARD MEETING AGENDA
June 4, 2013


4.0 NEW BUSINESS

4.1 REVIEW AND DISCUSSION OF FY2013-14 STAFFING ISSUES (Recommended by Fire Chief Terpstra).

5.0 CLOSED SESSION

5.1 LABOR NEGOTIATIONS
In accordance with Section 54957.6, a conference with labor negotiators.

6.0 ADJOURN MEETING



Secretary to the Board

Staff Report

TO: Fire Board President and Board Members
FROM: Fire Chief
SUBJECT: Agenda Item 4.1 – Discussion of hiring the Santa Cruz County EMSIA - EMS Battalion Chief
DATE: June 4, 2013

RECOMMENDATION:

This report is informational only. I will request board approval of this matter at the June 13 regular board meeting.

DISCUSSION:

I am recommending that the District take the necessary steps to become the host agency to hire the EMSIA EMS Battalion Chief.

The EMS Battalion Chief provides Quality Assurance and Continuous Quality Improvement for all fire agencies providing ALS services in Santa Cruz County. The position is a requirement of the agreement with the County of Santa Cruz for provision of ALS services. The current EMS Battalion Chief is Scott Vahradian, a Physician's Assistant and former paramedic with AMR. The current host or employing agency is the City of Santa Cruz. Scott has worked for the EMSIA and Santa Cruz for 8 years.

The rationale for this change of employment is twofold -- 1) I, and all of the other fire chiefs in the county, believe that Aptos/La Selva Fire is a better fit to host the position since the District is the EMS leader in the county and the operation location for the EMSIA. The board of directors of EMSIA has expressed their support for this proposal. And, 2) There have been problems with the position supervision provided by the city as well as periodic accounting and billing issues for the position.

New formula and method of payment from EMSIA

Currently, each participating fire agency reimburses the City of Santa Cruz directly for their share of the EMS Battalion Chief costs on a quarterly basis. The EMSIA then "reimburses" each agency by making quarterly distributions from the revenue it receives from AMR for first response ALS services (stopping the clock).

The EMSIA recently approved a new method that allows for a more direct payment process. AMR revenues will be collected by the EMSIA and then sent directly to the host agency to reimburse the incurred costs. This will be done through quarterly invoices from the District directly to the EMSIA. This is a more logical approach and should streamline the process.

At the end of the fiscal year, agencies providing ALS services may receive some additional revenue from the EMSIA/AMR subcontract after all EMSIA expenses are paid.

Steps necessary to move forward on this matter

- A/LS board approval of the EMS Battalion Chief job description and position on the organization chart.

4.1.1

- A/LS and EMSIA board approvals of a written agreement memorializing the cost-sharing arrangement.
- A/LS board approval of the MOU for the EMS Battalion Chief
 - We will recommend the same or similar compensation and benefits package as currently offered by the City of Santa Cruz
 - The position would be compensated approximately 10% lower than the current Division Chief level and would be FLSA exempt. The EMS Battalion Chief would be offered the PERS misc. 3%@ 60 plan as a classic employee.
- Add the position to the final budget with adjustments to both expense and revenue. **The position will be "cost neutral" to the District.** Currently, the preliminary budget includes EMSIA Revenue of \$56,000 (Account #1617) and EMS Battalion Chief reimbursements to Santa Cruz of \$28,000 (Account #3665) for net revenue realized of \$28,000. The net financial results of this action will result in a similar revenue position.
- Consider if this can simply be an appointment or should a selection process be followed.

Staff Report

TO: Fire Board President and Board Members
FROM: Fire Chief
SUBJECT: Agenda Item 4.1 – Discussion of over-hiring a permanent firefighter/paramedic employee
DATE: June 4, 2013

RECOMMENDATION:

This report is informational only. I will request board approval of this matter at the June 13 regular board meeting.

DISCUSSION:

We anticipate permanent job opening due to the announced retirement of Firefighter Mark Zwagerman on or around December 1, 2013.

My original plan was to hire a new employee on or around October 1st to facilitate employee orientation and paramedic accreditation processing. This nearly two month overlap creates a balance of efficiency and reduced overtime cost exposure.

Recently, one of our firefighters sustained a duty related injury and will be off-duty for possibly 6-9 months on IOD status. This injury comes on top of the two long term vacancies we endured during the spring and creates employee concern about increased overtime pressure and likely “force hire” situations

Given the IOD situation, it is my opinion that it would be in the Districts best interest to authorize an “over-hire” for 3-4 additional months. This additional employee will be used to cover overtime anticipated during fire season and potential strike team activations. It is also prime vacation time for our shift employees.

I recommend that this be a permanent position and that it be hired off of the current eligibility list.

FINANCIAL IMPACT:

The total over hire impact would be for 4-5 months total and would potentially cost the District \$38K for a new PEPRA employee or \$50K for a transferred classic employee, not considering savings that will be realized in reduced overtime.

4.1.3