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|  | **Minutes**  **Exeter District Ambulance**  **Governing Board**  REGULAR MEETING  Meeting Room  302 E. Palm, Exeter California 93221  February 6, 2023  5:30pm | President Adam Pfenning  Vice President John McGill  Secretary Marilyn Rankin  Board Member Vacant  Board Member Vacant |  |

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| **The Exeter District Ambulance Board of Directors welcomes you to its meeting and encourages you to participate. The agenda contains a brief general description of each item that will be considered by the Board** |

**THE REGULAR BOARD OF DIRETORS MEETING OF FEBRUARY 06, 2023 WILL BE CONDUCTED IN THE DISTRICT OFFICE AND VIA TELECONFERENCE.**

**TELECONFERENCE INFORMATION**

This meeting will be held in person and via teleconference. Members of the Board may be attending from remote locations. As authorized by AB 361, dated September 16, 2021, a local agency may use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency and local officials have recommended or imposed measures to promote social distancing or the body cannot meet safely in person and the legislative body has made such findings. Members of the public may participate via Zoom, including listening to the meeting and providing public comment, by following the instructions below.

Topic: January 2023 EDA Board Meeting

Time: Feb 6, 2023 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

https://us06web.zoom.us/j/83222574170?pwd=eWVCTEZKeUxESGZqRThybklvQ3R1Zz09

Meeting ID: 832 2257 4170

Passcode: 894092

One tap mobile

+16694449171,,83222574170#,,,,\*894092# US

+16699006833,,83222574170#,,,,\*894092# US (San Jose)

Meeting ID: 832 2257 4170

Passcode: 894092

Find your local number: https://us06web.zoom.us/u/kdJg8IevTv

1. **OPENING**
2. **Call to Order**

***Meeting called to order at 17:31***

1. **Roll Call**

***A. Pfenning, M. Rankin, J McGill – Present in Person***

1. **Pledge of Allegiance**
2. **AGENDA APPROVAL**

***Motion made by M. Rankin to approve the agenda, 2nd by J. McGill, motion passed 3-0-0***

1. **AB 361 RESOLUTION**
   1. Discuss and Approve a Resolution Allowing Remote Attendance at Meetings

***Motion made by M. Rankin to approve AB 361 resolution, 2nd by J. McGill.***

***Motion passed 3-0-0.***

1. **PUBLIC COMMENT**

The portion of the meeting is reserved for the members of the public to address the Board on items that are not on the agenda and are within the subject matter jurisdiction of the Board. Each person will be granted three (3) minutes to address the Board and overall public comments will be limited to (30) minutes total. The Board is prohibited by law from taking any action on matters discussed that are not on the agenda. When addressing the Board, speakers are requested to come forward, state your name and address, and then proceed with your comments. All speakers are requested to wait until recognized by the Board President.

***Public comments were addressed to the Board of Directors by:***

***Debra Hood – Mrs. Hood expressed a compliant regarding the District Managers vehicle purpose and usage as well as the hours the District Manager is in the office.***

***Jackie Paul – Mrs. Paul invited the Board of Directors to the Ambulance Provider Association of Tulare County monthly meeting and presented the board with her contact information.***

***Paul Blair – Mr. Blair expressed confidence in the state of the District and the Direction it is moving***

1. **CONSENT CALENDAR**

Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. For any discussion of an item, it will be enacted at the request of any member of the Board and made a part of the regular agenda.

* + Approval of meeting minutes for November 28, 2022

***Motion made by M. Rankin to approve the minutes from the previous meeting with provided corrections, 2nd by J. McGill, passed 3-0-0***

1. **PUBLIC HEARINGS**
   * None

Member of the public wishing to address the Board on these items should raise their hand when the Agenda item is called, and the President will recognize you at that time. You will have three minutes to comment.

1. **NEW OR CONTINUING BUSINESS**
2. Report from District Accountant - Informational only.

***The District accountant informed the board of a decrease in profits and increase in operational cost and expressed concern that the District would have funds in coming months as well as provided an update on the fiscal year 22-23 budget and shared that the District is under budget in multiple areas but is also over budget on fuel and medical supplies.***

1. Report from District Accountant on duties performed by accountant.

***The District accountant informed the board of the many duties that her office has been completing for the District including reporting for Ground Emergency Medical Transport (GEMT), a reimbursement program for California Medi-Cal Patients transported by the District. The accountant also conveyed to the board that she would be charging separately for these reports. In addition to this report the accountant announced her resignation from all duties for the District to begin no later than 30 April, 2023.***

1. Report from District Manager on contract services including but not limited to phone services, billing services, financial services to include overall cost and benefit analysis.

***The District manger reported on average monthly cost for the contracted services listed above and made recommendations on potential replacements for future action by the Board of Directors***

1. Report from District Manager on general state of the district including but not limited to Compliance, operations, and revenue.

***The District Manager reported that the District maintained compliance with response standards for the months of November and December 2022. The District Manager further reported on equipment, staffing, and personnel.***

1. Report from District Manager on Woodlake area takeover.

***The District Manager reported that American Ambulance of Visalia had made public their intention to move their station in Woodlake to the Three Rivers area. This move would necessitate Exeter District Ambulance to take over the Woodlake area response area completely. The District Manager reported that this was something that the District was in a position to accomplish with staffing and equipment.***

1. Report from District Manager on Flooring quotes for crew quarters floor replacement.

***The District manager reported two quotes for new flooring to replace the current floor in the crew quarters of station 11. The Board of directors reviewed the quotes and requested additional quotes to be obtained.***

1. Report from District Manager on Manager/Employee handbooks, policies, and procedures.

***The District Manager reported on the progress of the creation of District policies an procedures for personnel ,operations, safety, management, and Board Members***

1. **ORGANIZATIONAL BUSINESS**

Consideration of any item a member of the Board wishes to have on the agenda for the next meeting.

1. **CLOSED SESSION**

**PUBLIC COMMENT REGARDING CLOSED SESSION**

This portion of the meeting is reserved for persons desiring to address the Board on an item to be considered in Closed Session. Speakers should limit their comments to three (3) minutes.

***No Public comment made regarding closed session.***

**CLOSED SESSION**

1. **Conference with Labor Negotiator pursuant to Government Code Section 54957.6 Agency Designated Representatives: Board President Adam Pfenning and**

**District Manager Stuart Nickels Employee Organization: TEAMSTERS LOCAL #517.**

1. **Review of District Manager performance and outline duties and expectations from District Board of Directors.**
2. **Anticipated litigation (Significant exposure to litigation) pursuant to Government Code Section 54956.9 (d)(2). Agency representative: District Manager Stuart Nickels.**

RECONVENE TO OPEN SESSION; REPORT FROM CLOSED, IF ANY

***No report from closed session.***

1. **ADJOURNMENT**

***Meeting adjourned at 1941***

The next Regular Board Meeting: February 27, 2023

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| **Agenda packets are available for review 72 hours prior to the meeting at the District Office.**  **Office hours are Monday, Tuesday, Thursday, Friday 9 AM to 2:00 PM, excluding holidays. Agenda can also be found online at: https://www.edaems.com**  **In compliance with the American with Disabilities Act (ADA), if you need special assistance to participate at this meeting, please contact the District Office at (559) 594-5250 during business hours as listed above, if no one is available please leave a message with your name and phone number. Notification of 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting.** |