

AGENDA
SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Wednesday, December 11th, 2024

1. **6:30 p.m. Regular Session –**

A. In Person at Station 17, Portable Conference/Training Room

B. To watch the meeting online, use the link <https://tinyurl.com/53nv5nfc>

- i. Any public member may provide written comment to the Board before the meeting by emailing the Secretary at kmedeiros@southplacerfire.org. If you are commenting on a particular item on the agenda, please identify the agenda item number and letter. Any comment of 500 words or less (per person, per item) will be read into the record if: (1) the subject line includes "COMMENT TO BOARD FOR [DATE OF] MEETING – PLEASE READ"; and (2) it is received by the Secretary by 5:00 p.m. the day of the meeting. Please be aware that any public comments requesting to be read aloud that do not specify a particular agenda item number will be read aloud during the general public comment portion of the agenda. Due to potential technological delays in transmission, the public is encouraged to submit any comments to the Secretary early to ensure they are received in time to be read into the record.

2. **Flag Salute**

3. **Public Comment**

Persons who wish to speak to the Board regarding an item not on tonight's agenda or wish to ask the Board to pull an item from the Consent Calendar may do so now. Please submit the Public Comment form to the Board Secretary before the commencement of the Board Meeting. When called upon, please come to the podium, state your name and address, and limit your remarks to three (3) minutes. Please be aware that the California Government Code prohibits the Board from taking any immediate action on an item that does not appear on the agenda unless the item meets stringent statutory requirements. However, your concerns can be referred to the Staff for review and reported back to the Board at a later date. Comments on agenda items, including items pulled from the Consent Calendar, will be allowed at this time or when the Board considers them.

4. **Consent Agenda (Single Motion Needed)**

All matters listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be a separate discussion of these items if a member of the Board of Directors, audience, or Staff requests a specific item to be removed from the Consent Agenda for separate action. Any item removed will be considered after the motion to approve the Consent Agenda.

- A. Approval of the Agenda
- B. Approval of the Minutes
- C. Authorization of Deposits:

Ambulance	\$140,634.61
Consolidated Mitigation Fees	\$36,990.24
Plans/Inspections	\$41,302.00
Cell Tower Leases	\$7,187.16
Cal Card Rebate	\$650.22
Refunds/Reimbursements	\$3,567.65

PG#4

OES/CFAA Reimbursements	\$107,800.79
Workers Compensation Reimbursement	\$6,476.60

TOTAL	<u>\$344,609.27</u>
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D. Approval of the December 2024 Expenditures: \$350,210.15 PG#9

E. Personnel Items

<u>Separations:</u>	None
<u>Promotions:</u>	None
<u>Reassignments:</u>	None
<u>New Hires:</u>	1 Apprentice Mechanic
<u>Interns/Volunteers:</u>	None

5. Special Presentation:

A. **Board of Director Oath of Office:** The Chief recommends a special presentation to administer the oath of office for the newly elected Directors. Placer County Supervisor Jones will give the oath. PG#29

6. Old Business:

A. **South Placer Fire District Policy Updates:** Staff recommends review and approval of the proposed policy updates. PG#34

B. **Community Facilities District Formation and Public Hearing:** Staff recommends the second reading and adoption of the ordinance to form the South Placer Fire Protection District Community Facilities District 1. PG#91

C. **Apprentice Firefighter Contract:** Staff recommends discussing an amendment to the apprentice contract to provide funding for paramedic school. PG#100

D. **Strategic Plan:** Staff recommends discussion and acceptance of the strategic plan. PG#105

7. New Business

A. **South Placer Fire District Policy Updates:** Staff recommends a first reading of the proposed policy updates. PG#106

B. **FY 2023/24 Audit Acceptance:** Staff recommends discussion and acceptance of the South Placer Fire District FY 2023/2024 third-party audit. PG#138

C. **2024 Annual Fire Inspection Resolution:** Staff recommends accepting the Resolution documenting the number of reportable annual occupancy inspections completed in 2024 as per Senate Bill 1205. PG#203

- D. **Board of Director Officers and Committees 2025:** Staff recommends board officer position elections and committee appointments for 2025. PG#211
- E. **2025 Board Meeting Schedule:** Staff recommends a review of the proposed 2025 Board Meeting Schedule. PG#218
- F. **2024/2025 Long-Term Facilities Maintenance, Apparatus Replacement, and Major Equipment Replacement Plan Updates:** Staff recommends reviewing and approving the 2024/25 revised plans. PG#221
- G. **Loomis Benefit Assessment Citizens' Oversight Committee Membership:** Staff recommends discussion and action on the composition of the Loomis Benefit Assessment Citizens' Oversight Committee. PG#229
- H. **Truck Apparatus Future:** Staff recommends a discussion about the future of the District's truck. PG#230
- 8. **Correspondence** PG#231
- 9. **Chief's Report:** Staff recommends a monthly District update PG#233
- 10. **Labor Report**
- 11. **Functions**
- 12. **Board/Staff Comments**
- 13. **Future Agenda Items**
- 14. **Closed Session**
 At any time during the regular Session, the legislative body may adjourn to a closed session to confer with real property negotiators, labor negotiators, or legal counsel regarding existing or anticipated litigation. The legislative body may also adjourn to a closed session to consider liability claims, threats to public services or facilities, public employee appointment, public employment, public employee performance evaluation, or public employee discipline/dismissal/release.
 - A. Public employee appointment, employment, performance evaluation, discipline, dismissal, or release (Gov Code § 54957(b))
- 15. **Statement of Action Taken During Closed Session**
- 16. **Adjournment**

**Next Board Meeting:
January 8th, 2025 @ 6:00 PM**

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
November 13, 2024

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, November 13, 2024, at 6:01 p.m. by President, Tracy Randall.

Board Present:

Tracy Randall, President
Chris Gibson, Vice President
Pete Gallegos, Director
Ken Musso, Clerk
Dan Bajtos, Director
Mike Johnson, Director

Absent:

Gary Grenfell, Director

Staff Present:

Mark Duerr, Fire Chief
Kathy Medeiros, Board Secretary
Battalion Chief, Brian Midtlyng
Fire Marshal, Jeff Ingolia
Division Chief, James Magnuson

Engineer Paramedic, Pat Patterson
Deputy Chief, Matt Feeley
Captain, Justin Buathier
Firefighter Paramedic, Skylar Roper

6:01 p.m. Adjourn to Closed Session: The Board of Directors adjourned to a closed session meeting for the following purposes:

- (A) Public employee appointment, employment, performance evaluation, discipline, dismissal, or release (Gov. Code § 54957 (b))
- (B) Conference with Legal Counsel - Pending Litigation (Gov. Code § 54956.9(a)] – Jennings v. South Placer Fire Protection District, et al., S-CV-0050292

6:35 p.m. Return from Closed Session

Closed Session Report: President Randall reported that the Board had met in closed session and had given direction to counsel and Chief Duerr in regard to the Jennings case with nothing more to report at this time.

Public Comment: None

Consent Agenda: Director Gibson made a motion to approve the consent agenda as presented. The motion was seconded by Director Bajtos.

Ayes: Gibson, Randall, Bajtos, Gallegos, Johnson, Musso Noes: None Abstain: None Absent: Grenfell
Carried

OLD BUSINESS

South Placer Fire District Policy Updates: Staff recommends a second reading and adoption of the proposed policy updates. Six policies to be reviewed and approved following their first reading. Chief Duerr noted the grammatical errors to the policies were corrected. Director Gibson made a motion to approve the policy updates as presented. Director Musso made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Johnson, Musso Noes: None Abstain: None Absent: Grenfell
Carried

District Strategic Planning: The strategic planning committee recommends discussion and acceptance of the strategic plan content. Following the master plan adoption, the Board approved moving forward with the process with AP Triton inviting input from the District and community members. Nineteen members of the District participated over two and a half days. The Strategic Plan that was created would be the work plan for the organization over the next five years. Labor representative Engineer Pat Patterson added that labor was not in support of the current strategic plan document because internal and external survey comments were excluded. Chief Duerr added that after discussion with the President of the labor unit and the PR Consultant, it was recommended as best practice to have the survey comments represented outside of the strategic plan document. The Board agreed to table the issue at this time to provide an opportunity to discuss the document further with labor.

Community Facilities District Formation and Public Hearing: Staff recommends taking all steps to form a Community Facilities District for the South Placer Fire District. President Randall opened the public hearing at 7:23 p.m. There were no public comments. President Randall closed the public hearing at 7:25 p.m. Director Gibson made a motion to approve Resolution No. 7-2024/25 to approve formation of the CFD. Director Musso made a second to the motion.

Roll Call:

Ayes: Gibson, Randall, Bajtos, Johnson, Musso Noes: Gallegos Abstain: None Absent: Grenfell
Carried

Director Gibson made a motion to approve Resolution No. 8-2024/25 Calling for a Special Election. Director Randall made a second to the motion.

Roll Call:

Ayes: Gibson, Randall, Bajtos, Johnson, Musso Noes: Gallegos Abstain: None Absent: Grenfell
Carried

Chief Duerr presented an unopened ballot mailed in from an affected landowner. Once opened, he reported the landowner had voted Yes to authorize the annual levy on lands within the CFD District No. 1. President Randall declared the election results complete with the affirmed Yes vote. Director Musso made a motion to approve Resolution No. 9-2024/25 declaring the results for the South Placer Fire District Community Facilities District No. 1. Director Gibson made a second to the motion.

Roll Call:

Ayes: Gibson, Randall, Bajtos, Johnson, Musso Noes: Gallegos Abstain: None Absent: Grenfell
Carried

President Randall noted that Ordinance No.1-2024/25 has been presented for the first reading and will be presented at the next board meeting for adoption authorizing the special tax levy for the CFD.

LAFCO Plan for Services: Staff will provide an update on the plan for services to extend latent powers, specifically ambulance services. Chief Duerr noted that there was no formal action required at this time. The Board had previously approved a resolution calling on LAFCO to review the District's service plan and extend the rights to the expanded area of the consolidated District. Chief Duerr explained that LAFCO will review the service plan on December 11th with Chief Duerr in attendance for the meeting. Once the LAFCO meeting is complete, Chief Duerr will arrive to attend South Placer's December board meeting.

The Board agreed to change the start time to 6:30 p.m. for the December meeting to accommodate the Chief's arrival.

NEW BUSINESS

South Placer Fire District Policy Updates: Staff recommends a first reading of the proposed policy updates. Ten policies to be reviewed for their first reading. There were no questions on the policies as presented before returning to next month's meeting for approval.

Fiscal Year 2024/25 First Quarter Budget Report: Chief recommends a short presentation on the Fiscal Year 2024/25 budget status. Chief Duerr began that the 1st quarter of the new fiscal year has passed with high salaries and wages due to the many deployments. Total expenditures were at 26.3% for the year, slightly high for the 1st quarter. He continued that the 1st tax draw of 55% for the District will occur on December 11th. Of the \$1.247 million in mitigation expenditures, there was spending on new equipment, new generators, and an ISRAM ambulance.

Gann Limit Report: Staff recommends discussing and adopting the Resolution setting the Fiscal Year 2024/25 appropriations limit, per Article XIII B of the State Constitution (1979) and verifying compliance for 2023/24. Chief Duerr explained that this is standard procedure reviewing adopted appropriations limits in the prior fiscal year by cost of living and population factors. The District is well under the Gann Limit by \$4.753 million for 2023/24 and \$4.789 million for 2024/25. Director Gibson made a motion to approve Resolution No. 10-2024/25 adopting the annual appropriations limit for fiscal year 24/25 and verifying compliance in 23/24. Director Bajtos made a second to the motion.

Roll Call:

Ayes: Gibson, Randall, Bajtos, Gallegos, Johnson, Musso Noes: None Abstain: None Absent: Grenfell
Carried

Resolutions for Dedicated Service to South Placer Fire District: Staff recommends adoption of the Resolutions recognizing Gary Grenfell and Mike Johnson for their outstanding service to the Fire District and the community. Director Gibson made a motion to approve Resolution No. 11-2024/25 commendation of service for Director Gary Grenfell. Director Gallegos made a second to the motion.

Roll Call:

Ayes: Gibson, Randall, Bajtos, Gallegos, Johnson, Musso Noes: None Abstain: None Absent: Grenfell
Carried

Director Gibson made a motion to approve Resolution No. 12-2024/25 commendation for service for Director Mike Johnson.

Roll Call:

Ayes: Gibson, Randall, Bajtos, Gallegos, Musso Noes: None Abstain: Johnson Absent: Grenfell
Carried

Apprentice Firefighter Contract: Staff recommends discussing an amendment to the apprentice contract to provide funding for paramedic school. Chief Duerr explained that along with other organizations, fire services have struggled to find qualified personnel. He continued that he recommends expanding the apprentice program by providing a one-time stipend of up to \$5000 in paramedic training. Funding for paramedic school would be provided in a step fashion – with \$2500 up front with the balance paid at the completion of school. Director Gallegos inquired whether the contract could ask for a three-year commitment upon completion. Chief Duerr agreed to do further research along with legal review and return the item for approval in the December meeting.

Ambulance Remount: Staff recommends discussing a proposal to perform remount services on one of the two District ambulances. Chief Duerr began that the District currently has two ambulances both with the boxes in good shape. A remount would provide a new cab and chassis at a cost of \$185,000 to remount, versus \$380,000 to purchase a new ambulance. Due to the long lead times to secure vehicle chassis, staff is requesting a remount service on one of the existing ambulances to plan ahead for apparatus replacement. A remount approval today would take 10-12 months for delivery with the funds due in the next budget year. Director Gibson made a motion to approve the ambulance remount. Director Musso made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Johnson, Musso Noes: None Abstain: None Absent: Grenfell
Carried

Solar Panel Acquisition for Station 19: Staff recommends discussion and possible action regarding the purchase of photovoltaic solar panels for Station 19. Two years ago, the District approved solar panels for the majority of stations. Utility bills are down 45% in the past fiscal year with a return on the initial investment of \$410,000 expected in 8 years. As part of the process, the District secured NEM 2.0 privileges at Stations 15 and 19 following the installation of panels at Stations 17 and Station 16. Chief Duerr explained that he is looking for approval to contract with the same vendor at a cost of \$135,000 with a return on investment of 6.5 years. Director Gibson made a motion to approve Chief Duerr to move forward with acquiring solar panels for Station 19. Director Gallegos made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Johnson, Musso Noes: None Abstain: None Absent: Grenfell
Carried

Municipal Service Review (MSR) – Service Review Study and Sphere of Influence Update – Western Placer County Fire/Emergency Medical Services/Dispatch Service Agency Providers: Staff recommends a discussion about the MSR and future actions. Chief Duerr explained that LAFCO has completed a draft review of a municipal service review with AP Triton for fire service in Western Placer County. The draft review was found to have many contradictions and incomplete recommendations once shared with stakeholders. Public comment was offered on the report in November with public review occurring at the December LAFCO meeting.

Correspondence: One PARS financial statement received for the month of September and a letter from the State Fire Marshal regarding the adoption of the State Responsibility Area Fire Hazard Severity Zone map.

Chief's Report:

- M16, E17 most calls by apparatus
- Station 18 most calls by station area
- 6 fires
- Response time increasing, travel times down.
- Ambulance responses met SSV compliance at 98%.
- Fire Prevention department (Chief Ingolia): 12 new starts, 3 commercial projects. 18,000 square feet in remodels this month, 75 sets of plans received, 2 reinspection's.
- Facilities (Chief Ingolia): no report
- Fire Investigations (Chief Ingolia): no report.
- Weed Abatements (Chief Ingolia): 24 cases pending.
- Overtime: rising due to Openings and Sick Leave
- Leave usage consistent. 75% Volunteer vs. 25% mandatory Overtime

- Overtime total hours 2000-2500, \$60-70,000 per pay period
- ISRAM ambulance arrived.
- 1582 physicals being conducted.
- All hands meeting held on November 8th.
- Apprentice Firefighter hiring – 13 applicants, 11 moving forward.
- Firefighter Paramedic hiring – 6 applicants with testing/interviews scheduled in December.
- Apprentice Mechanic hired with late November/December start date.
- Met with Labor – productive meeting.
- Donation to EUSD for ride in a fire engine
- Retention – 24 lost in this administration/36 prior administration. Released 2 this administration/7 prior admin., Retired 17 prior admin.

Labor Report: No report

Functions: Santa in the Hood, IAFF Local 522 Open House 12/4 + 12/5 from 3-7 p.m., Pancake breakfast Station 17 on 12/8, Jim Holmes Retirement dinner 12/10 at 5:30 p.m. at the Blue Goose

Board/Staff Comments: Director Johnson thanked the board for the experience serving the District the last four years.

Committee Reports: none

Future Agenda Items: Strategic Plan Document, CFD Ordinance No. 1-2024/25

There being no further business to come before the Board, the meeting adjourned at 8:29 p.m. The next regular meeting will be held on Wednesday, December 11, 2024.

Respectfully submitted,



Recording Secretary, Kathy Medeiros

Ranges: From: To: From: To:
 Checkbook ID First Last Number First Last
 Description First Last Date 11/6/2024 12/4/2024
 User-Defined 1 First Last Type Check Check

Sorted By: Date
 Include Trx: Reconciled, Unreconciled

* Voided transaction ^ Cleared amount is different than posted amount

Checkbook ID	Description	User-Defined 1	Current Balance				
Number	Date	Type	Paid To/Rcvd From	Reconciled	Origin	Payment	Deposit
PLACER COUNTY	County Of Placer					(\$398,346.48)	
24848	11/19/2024	CHK	Blue Cross of California	No	PMCHK00001087	\$104.86	
24849	11/19/2024	CHK	Blue Shield	No	PMCHK00001087	\$3,276.33	
24850	11/19/2024	CHK	CALIF SPECIAL DIST ASSN	No	PMCHK00001087	\$9,627.00	
24851	11/19/2024	CHK	Capital Public Finance Group	No	PMCHK00001087	\$2,042.50	
24852	11/19/2024	CHK	COLLEGE OAK TOWING	No	PMCHK00001087	\$429.00	
24853	11/19/2024	CHK	Cooney, Kevin	No	PMCHK00001087	\$450.00	
24854	11/19/2024	CHK	Fire Plan Review, Inc.	No	PMCHK00001087	\$2,673.75	
24855	11/19/2024	CHK	Gym Doctors	No	PMCHK00001087	\$600.00	
24856	11/19/2024	CHK	Hill Physicians Care Solutio	No	PMCHK00001087	\$675.05	
24857	11/19/2024	CHK	JRB Pest and Sanitation	No	PMCHK00001087	\$270.00	
24858	11/19/2024	CHK	Kaiser Foundation Health Pla	No	PMCHK00001087	\$3,218.27	
24859	11/19/2024	CHK	Kronos Inc	No	PMCHK00001087	\$3,482.69	
24860	11/19/2024	CHK	LIFE ASSIST	No	PMCHK00001087	\$2,227.37	
24861	11/19/2024	CHK	Medeiros, Katherine	No	PMCHK00001087	\$57.00	
24862	11/19/2024	CHK	Placer County Water Agency	No	PMCHK00001087	\$557.16	
24863	11/19/2024	CHK	PATERSON, PAT	No	PMCHK00001087	\$192.00	
24864	11/19/2024	CHK	Pediatric Emergency Standard	No	PMCHK00001087	\$675.00	
24865	11/19/2024	CHK	Recology Auburn Placer	No	PMCHK00001087	\$794.24	
24866	11/19/2024	CHK	Runge, Duncan	No	PMCHK00001087	\$3,116.22	
24867	11/19/2024	CHK	Schultz, Janice	No	PMCHK00001087	\$67.28	
24868	11/19/2024	CHK	Silke Communications Solutio	No	PMCHK00001087	\$570.95	
24869	11/19/2024	CHK	SeaWestern Firefighting Equi	No	PMCHK00001087	\$830.55	
24870	11/19/2024	CHK	STERICYCLE INC	No	PMCHK00001087	\$151.50	
24871	11/19/2024	CHK	SCOTTS PPE RECON	No	PMCHK00001087	\$3,762.11	
24872	11/19/2024	CHK	SAMBA Holdings Inc	No	PMCHK00001087	\$116.63	
24873	11/19/2024	CHK	United World Life Insurance	No	PMCHK00001087	\$122.82	
24874	11/19/2024	CHK	William L. Adams PC	No	PMCHK00001087	\$1,800.00	
24875	11/25/2024	CHK	AUBURN TIRE SERVICE	No	PMCHK00001089	\$2,325.56	
24876	11/25/2024	CHK	AUBURN TIRE SERVICE	No	PMCHK00001089	\$2,138.38	
24877	11/25/2024	CHK	AUBURN TIRE SERVICE	No	PMCHK00001089	\$2,118.90	
24878	11/25/2024	CHK	AUBURN TIRE SERVICE	No	PMCHK00001089	\$2,133.31	
24879	11/25/2024	CHK	Ben's Door and Gate	No	PMCHK00001089	\$225.00	
24880	11/25/2024	CHK	Blue Cross of California	No	PMCHK00001089	\$111.15	
24881	11/25/2024	CHK	CURTIS L.N. & SONS	No	PMCHK00001089	\$250.66	
24882	11/25/2024	CHK	DAWSON OIL	No	PMCHK00001089	\$2,301.00	
24883	11/25/2024	CHK	DAWSON OIL	No	PMCHK00001089	\$808.62	
24884	11/25/2024	CHK	DR Associates International	No	PMCHK00001089	\$2,380.43	
24885	11/25/2024	CHK	Edwards, Stevens and Tucker,	No	PMCHK00001089	\$780.00	
24886	11/25/2024	CHK	Edwards, Stevens and Tucker,	No	PMCHK00001089	\$1,332.50	
24887	11/25/2024	CHK	Foothill Fire and WIRE	No	PMCHK00001089	\$468.77	
24888	11/25/2024	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00001089	\$226.95	
24889	11/25/2024	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00001089	\$184.45	
24890	11/25/2024	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00001089	\$277.05	
24891	11/25/2024	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00001089	\$177.85	
24892	11/25/2024	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00001089	\$53.85	
24893	11/25/2024	CHK	Interwest Consulting Group I	No	PMCHK00001089	\$10,493.76	
24894	11/25/2024	CHK	JRB Pest and Sanitation	No	PMCHK00001089	\$130.00	
24895	11/25/2024	CHK	Kenoyer, Katie	No	PMCHK00001089	\$135.00	
24896	11/25/2024	CHK	LIFE ASSIST	No	PMCHK00001089	\$972.16	
24897	11/25/2024	CHK	Long, Michael	No	PMCHK00001089	\$335.00	

Checkbook ID	Description	User-Defined 1	Current Balance				
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit	
24898	11/25/2024	CHK	MALLORY CO. FIRE	No	PMCHK00001089	\$7,743.45	
24899	11/25/2024	CHK	Municipal Emergency Services	No	PMCHK00001089	\$201.12	
24900	11/25/2024	CHK	Municipal Emergency Services	No	PMCHK00001089	\$52.08	
24901	11/25/2024	CHK	Meraki Public Affairs, Inc	No	PMCHK00001089	\$5,000.00	
24902	11/25/2024	CHK	SAN JUAN WATER	No	PMCHK00001089	\$617.87	
24903	11/25/2024	CHK	SAN JUAN WATER	No	PMCHK00001089	\$802.32	
24904	11/25/2024	CHK	Consolidated Communications	No	PMCHK00001089	\$85.01	
24905	11/25/2024	CHK	Consolidated Communications	No	PMCHK00001089	\$738.61	
24906	11/25/2024	CHK	TIFCO INDUSTRIES	No	PMCHK00001089	\$153.38	
24907	11/25/2024	CHK	T-Mobile	No	PMCHK00001089	\$1,008.24	
24908	11/25/2024	CHK	US Bank Corporate Payment Sy	No	PMCHK00001089	\$20,652.07	
24909	11/25/2024	CHK	Velosio	No	PMCHK00001089	\$914.48	
24910	11/25/2024	CHK	WITTMAN ENTERPRISES, LLC	No	PMCHK00001089	\$8,304.35	
24911	11/25/2024	CHK	Xerox Financial Services	No	PMCHK00001089	\$2,583.36	
24912	12/3/2024	CHK	AFLAC	No	PMCHK00001090	\$1,554.24	
24913	12/3/2024	CHK	California Assn of Prefessio	No	PMCHK00001090	\$1,121.00	
24914	12/3/2024	CHK	California Assn of Prefessio	No	PMCHK00001090	\$59.00	
24915	12/3/2024	CHK	NGLIC C/O Superior Vision Se	No	PMCHK00001090	\$840.74	
24916	12/3/2024	CHK	P.E.R.S	No	PMCHK00001090	\$99,102.64	
24917	12/3/2024	CHK	PRINCIPAL MUTUAL	No	PMCHK00001090	\$6,880.73	
24918	12/3/2024	CHK	Sacramento Area Fire Fighter	No	PMCHK00001090	\$2,634.40	
24919	12/3/2024	CHK	Sacramento Area Fire Fighter	No	PMCHK00001090	\$2,634.40	
24920	12/3/2024	CHK	TASC/ Total Admin Service	No	PMCHK00001090	\$5,735.63	
24921	12/3/2024	CHK	TASC/ Total Admin Service	No	PMCHK00001090	\$5,735.63	
24922	12/3/2024	CHK	Voya Financial Trust Co.	No	PMCHK00001090	\$15,588.78	
24923	12/3/2024	CHK	Voya Financial Trust Co.	No	PMCHK00001090	\$15,720.20	
24924	12/4/2024	CHK	BART INDUSTRIES	No	PMCHK00001091	\$809.85	
24925	12/4/2024	CHK	CRULL, JONATHAN	No	PMCHK00001091	\$250.00	
24926	12/4/2024	CHK	COLLEGE OAK TOWING	No	PMCHK00001091	\$1,018.88	
24927	12/4/2024	CHK	DAWSON OIL	No	PMCHK00001091	\$3,140.04	
24928	12/4/2024	CHK	DC Solar Electric Inc.	No	PMCHK00001091	\$12,095.00	
24929	12/4/2024	CHK	Eco-Chek Compliance, Inc.	No	PMCHK00001091	\$1,148.52	
24930	12/4/2024	CHK	Fire Plan Review, Inc.	No	PMCHK00001091	\$697.50	
24931	12/4/2024	CHK	Gym Doctors	No	PMCHK00001091	\$247.99	
24932	12/4/2024	CHK	Global Chemicals, Inc	No	PMCHK00001091	\$959.63	
24933	12/4/2024	CHK	Hicks, Jeffrey	No	PMCHK00001091	\$129.65	
24934	12/4/2024	CHK	JRB Pest and Sanitation	No	PMCHK00001091	\$180.00	
24935	12/4/2024	CHK	Jorgensen Company	No	PMCHK00001091	\$255.76	
24936	12/4/2024	CHK	Kingsley Bogard, LLP	No	PMCHK00001091	\$4,203.42	
24937	12/4/2024	CHK	LIFE ASSIST	No	PMCHK00001091	\$3,400.39	
24938	12/4/2024	CHK	Mission Uniform Services	No	PMCHK00001091	\$246.56	
24939	12/4/2024	CHK	McKinley, Lance	No	PMCHK00001091	\$1,495.90	
24940	12/4/2024	CHK	NETWORK DESIGN ASSOC	No	PMCHK00001091	\$1,522.81	
24941	12/4/2024	CHK	PG & E	No	PMCHK00001091	\$2,715.40	
24942	12/4/2024	CHK	Recology Auburn Placer	No	PMCHK00001091	\$794.24	
24943	12/4/2024	CHK	Robertson, Mark	No	PMCHK00001091	\$460.00	
24944	12/4/2024	CHK	Robert W. Johnson Accountanc	No	PMCHK00001091	\$15,865.00	
24945	12/4/2024	CHK	STERICYCLE INC	No	PMCHK00001091	\$151.50	
24946	12/4/2024	CHK	T-Mobile	No	PMCHK00001091	\$1,008.24	
24947	12/4/2024	CHK	Todd, Dean M.	No	PMCHK00001091	\$300.00	
24948	12/4/2024	CHK	UNDERWRITERS LABORATORIES	No	PMCHK00001091	\$5,652.96	
24949	12/4/2024	CHK	US Bank Corporate Payment Sy	No	PMCHK00001091	\$11,449.04	
102 Transaction(s)						\$348,912.64	\$0.00
PLACER-CONS MIT PLACER COUNTY CONSOLIDATED MIT						\$1,655,545.74	
00000000000000000003	11/19/2024	CHK	Gieck, Thomas	No	PMCHK00001086	\$1,143.04	
00000000000000000004	11/25/2024	CHK	US Bank Corporate Payment Sy	No	PMCHK00001088	\$154.47	
2 Transaction(s)						\$1,297.51	\$0.00

Checkbook ID	Description	User-Defined 1			Current Balance		
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit	
104	Total Transaction(s)						

Ranges: From: To: From: To:
 Vendor ID First Last Checkbook ID PLACER COUNTY WELLS FARGO OP
 Vendor Name First Last Check Number First Last
 Check Date 11/6/2024 12/4/2024

Sorted By: Checkbook ID

Distribution Types Included: All

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
B149	Blue Cross of California	PLACER COUNTY	24848	11/19/2024	\$104.86
38108	SP240001367	Ambulance refund			\$104.86
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$104.86
	PURCH	0-000-2025-000	Ambulance Billing Services	\$104.86	\$0.00
B158	Blue Shield	PLACER COUNTY	24849	11/19/2024	\$3,276.33
38109	SP230003928	Ambulance refund			\$3,276.33
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$3,276.33
	PURCH	0-000-2025-000	Ambulance Billing Services	\$3,276.33	\$0.00
C154	CALIF SPECIAL DIST ASSN	PLACER COUNTY	24850	11/19/2024	\$9,627.00
38118	20241001	Annual membership 2025			\$9,627.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$9,627.00
	PURCH	0-000-2030-000	Memberships/Subscriptions	\$9,627.00	\$0.00
C156	Capital Public Finance Group,	PLACER COUNTY	24851	11/19/2024	\$2,042.50
38119	2024-421	Comm Facilities District			\$2,042.50
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$2,042.50
	PURCH	0-000-2043-000	Legal/Consulting Fees	\$2,042.50	\$0.00
C242	COLLEGE OAK TOWING	PLACER COUNTY	24852	11/19/2024	\$429.00
38120	581316	Ford F-550 towing			\$429.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$429.00
	PURCH	0-000-2222-605	1998 Ford Grass	\$429.00	\$0.00
C261	Cooney, Kevin	PLACER COUNTY	24853	11/19/2024	\$450.00
38110	20241002	S-290 class fee reimbursemen			\$450.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$450.00
	PURCH	0-000-2040-000	Education/Training	\$450.00	\$0.00
F173	Fire Plan Review, Inc.	PLACER COUNTY	24854	11/19/2024	\$2,673.75
38121	1227	October services			\$2,673.75
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$2,673.75
	PURCH	0-000-2043-001	Prevention Consulting Fees	\$2,673.75	\$0.00
G156	Gym Doctors	PLACER COUNTY	24855	11/19/2024	\$600.00
38122	00159234	Semi-annual gym maintenance			\$600.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$600.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2227-000	Equipment Service/Maintenance		\$600.00	\$0.00
H272	Hill Physicians Care Solutions	PLACER COUNTY	24856	11/19/2024	\$675.05
38111	SP240002330	Ambulance refund	\$675.05		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$675.05
	PURCH 0-000-2025-000	Ambulance Billing Services		\$675.05	\$0.00
J128	JRB Pest and Sanitation	PLACER COUNTY	24857	11/19/2024	\$270.00
38123	81761	Monthly billing, Sta 15	\$90.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$90.00	\$0.00
38124	81775	Monthly billing, Sta 19	\$90.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$90.00	\$0.00
38125	81776	Monthly billing, Sta 16	\$90.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$90.00	\$0.00
K130	Kaiser Foundation Health Plan	PLACER COUNTY	24858	11/19/2024	\$3,218.27
38112	SP230000952	Ambulance refund	\$3,218.27		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$3,218.27
	PURCH 0-000-2025-000	Ambulance Billing Services		\$3,218.27	\$0.00
K132	Kronos Inc	PLACER COUNTY	24859	11/19/2024	\$3,482.69
38147	12279970	Annual Telestaff support	\$3,482.69		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$3,482.69
	PURCH 0-000-2056-000	Software Subscriptions		\$3,482.69	\$0.00
L107	LIFE ASSIST	PLACER COUNTY	24860	11/19/2024	\$2,227.37
38126	1524283	Wipes, restraint strap	\$252.64		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$252.64
	PURCH 0-000-2127-000	Medical Supplies		\$252.64	\$0.00
38127	1524776	Upgrade supplies	\$1,079.89		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,079.89
	PURCH 0-000-2127-000	Medical Supplies		\$1,079.89	\$0.00
38128	1525989	Various supplies	\$894.84		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$894.84
	PURCH 0-000-2127-000	Medical Supplies		\$894.84	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
M175	Medeiros, Katherine	PLACER COUNTY	24861	11/19/2024	\$57.00
38113	20241024	Board training parking		\$57.00	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$57.00
	PURCH	0-000-2039-000	Business/Conference	\$57.00	\$0.00
P125	Placer County Water Agency	PLACER COUNTY	24862	11/19/2024	\$557.16
38130	20241028-20	Monthly billing, Sta 20		\$82.42	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$82.42
	PURCH	0-000-2041-005	Water - Station #20	\$82.42	\$0.00
38131	20241029-18A	Monthly billing, Sta 18		\$71.42	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$71.42
	PURCH	0-000-2041-028	Water - Station #28	\$71.42	\$0.00
38132	20241029-18B	Monthly billing, Sta 18		\$49.87	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$49.87
	PURCH	0-000-2041-028	Water - Station #28	\$49.87	\$0.00
38133	20241029-18M	Monthly billing, Sta 18		\$49.87	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$49.87
	PURCH	0-000-2041-028	Water - Station #28	\$49.87	\$0.00
38134	20241031-19	Monthly billing, Sta 19		\$216.93	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$216.93
	PURCH	0-000-2041-003	Water - Station #19	\$216.93	\$0.00
38135	20241031-20	Monthly billing, Sta 20		\$86.65	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$86.65
	PURCH	0-000-2041-005	Water - Station #20	\$86.65	\$0.00
P195	PATTERSON, PAT	PLACER COUNTY	24863	11/19/2024	\$192.00
38114	16210115	DOT physical reimbursement		\$192.00	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$192.00
	PURCH	0-000-2023-000	Employee Physicals & Wellness	\$192.00	\$0.00
P220	Pediatric Emergency Standards,	PLACER COUNTY	24864	11/19/2024	\$675.00
38129	INV-10648	Handtevy refresher course		\$675.00	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$675.00
	PURCH	0-000-2040-000	Education/Training	\$675.00	\$0.00
R129	Recology Auburn Placer	PLACER COUNTY	24865	11/19/2024	\$794.24
38136	75311498	Monthly billing, Sta 17		\$638.08	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$638.08

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2026-000	Garbage		\$638.08	\$0.00
38137	75312785	Monthly billing, Sta 16	\$39.04		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
38138	75316117	Monthly billing, Sta 15	\$39.04		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
38139	75316489	Monthly billing, Sta 17	\$39.04		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
38140	75326470	Monthly billing, Sta 20	\$39.04		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
R255	Runge, Duncan	PLACER COUNTY	24866	11/19/2024	\$3,116.22
38115	2002044	Ambulance refund	\$3,116.22		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$3,116.22
	PURCH 0-000-2025-000	Ambulance Billing Services		\$3,116.22	\$0.00
S063	Schultz, Janice	PLACER COUNTY	24867	11/19/2024	\$67.28
38116	SP240001710-2	Ambulance refund	\$67.28		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$67.28
	PURCH 0-000-2025-000	Ambulance Billing Services		\$67.28	\$0.00
S064	Silke Communications Solutions	PLACER COUNTY	24868	11/19/2024	\$570.95
38145	INV-21002368	Station 19 radio work	\$570.95		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$570.95
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$570.95	\$0.00
S065	SeaWestern Firefighting Equipm	PLACER COUNTY	24869	11/19/2024	\$830.55
38143	INV32694	Structure gloves	\$314.46		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$314.46
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$314.46	\$0.00
38144	INV33219	Structure gloves	\$516.09		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$516.09
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$516.09	\$0.00
S145	STERICYCLE INC	PLACER COUNTY	24870	11/19/2024	\$11.50

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
38146	8008679738	Monthly billing			\$151.50
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$151.50
	PURCH 0-000-2046-000	Medical Waste Disposal		\$151.50	\$0.00
S213	SCOTTS PPE RECON	PLACER COUNTY	24871	11/19/2024	\$3,762.11
38142	39825	Turnout maintenance			\$3,762.11
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$3,762.11
	PURCH 0-000-2228-000	Turnout Clothing Maint.		\$3,762.11	\$0.00
S286	SAMBA Holdings Inc	PLACER COUNTY	24872	11/19/2024	\$116.63
38141	INV01660320	CDL monitoring service			\$116.63
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$116.63
	PURCH 0-000-2056-000	Software Subscriptions		\$116.63	\$0.00
U121	United World Life Insurance Co	PLACER COUNTY	24873	11/19/2024	\$122.82
38117	SP230004020	Ambulance refund			\$122.82
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$122.82
	PURCH 0-000-2025-000	Ambulance Billing Services		\$122.82	\$0.00
W203	William L. Adams PC	PLACER COUNTY	24874	11/19/2024	\$1,800.00
38148	484	Legal consulting			\$1,800.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,800.00
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$1,800.00	\$0.00
A211	AUBURN TIRE SERVICE	PLACER COUNTY	24875	11/25/2024	\$2,325.56
38153	145433	Front tires			\$2,325.56
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,325.56
	PURCH 0-000-2222-815	2013 HME/Aherns-Fox Engine OES 380		\$2,325.56	\$0.00
A211	AUBURN TIRE SERVICE	PLACER COUNTY	24876	11/25/2024	\$2,138.38
38154	145832	Front tires			\$2,138.38
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,138.38
	PURCH 0-000-2222-829	2022 Pierce Freightlines		\$2,138.38	\$0.00
A211	AUBURN TIRE SERVICE	PLACER COUNTY	24877	11/25/2024	\$2,118.90
38155	145847	Front tires			\$2,118.90
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,118.90
	PURCH 0-000-2222-813	2005 Spartan Hi-Tech Type One Engin		\$2,118.90	\$0.00
A211	AUBURN TIRE SERVICE	PLACER COUNTY	24878	11/25/2024	\$2,133.31
38156	145848	Front tires			\$2,133.31
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,133.31
	PURCH 0-000-2222-829	2022 Pierce Freightlines		\$2,133.31	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
B106	Ben's Door and Gate	PLACER COUNTY	24879	11/25/2024	\$225.00
38157	20240914	Engine bay door cable repair	\$225.00		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$225.00
	PURCH	0-000-2225-005	3505 Auburn Folsom Road	\$225.00	\$0.00
B149	Blue Cross of California	PLACER COUNTY	24880	11/25/2024	\$111.15
38150	SP240001669	Ambulance refund	\$111.15		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$111.15
	PURCH	0-000-2025-000	Ambulance Billing Services	\$111.15	\$0.00
C146	CURTIS L.N. & SONS	PLACER COUNTY	24881	11/25/2024	\$250.66
38160	INV885538	Eng 17 monitor base parts	\$250.66		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$250.66
	PURCH	0-000-2135-000	Misc. Firefighting Equip/Supplies	\$250.66	\$0.00
D101	DAWSON OIL	PLACER COUNTY	24882	11/25/2024	\$2,301.00
38161	759889	Fuel, Sta 17	\$2,301.00		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$2,301.00
	PURCH	0-000-2124-001	Station 17 Fuel	\$2,301.00	\$0.00
D101	DAWSON OIL	PLACER COUNTY	24883	11/25/2024	\$808.62
38162	759890	Fuel, Sta 19	\$808.62		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$808.62
	PURCH	0-000-2124-003	Station 19 Fuel	\$808.62	\$0.00
D162	DR Associates International	PLACER COUNTY	24884	11/25/2024	\$2,380.43
38163	8871	Investigative services	\$2,380.43		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$2,380.43
	PURCH	0-000-2010-000	Labor Legal Fees	\$2,380.43	\$0.00
E136	Edwards, Stevens and Tucker, L	PLACER COUNTY	24885	11/25/2024	\$780.00
38164	5843	LUSD	\$780.00		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$780.00
	PURCH	0-000-2043-000	Legal/Consulting Fees	\$780.00	\$0.00
E136	Edwards, Stevens and Tucker, L	PLACER COUNTY	24886	11/25/2024	\$1,332.50
38165	5893	LUSD	\$1,332.50		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,332.50
	PURCH	0-000-2043-000	Legal/Consulting Fees	\$1,332.50	\$0.00
F200	Foothill Fire and WIRE	PLACER COUNTY	24887	11/25/2024	\$468.77
38166	62332	Fire alarm repair, Sta 15	\$468.77		
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$468.77
	PURCH	0-000-2225-006	4650 East Roseville Parkway	\$468.77	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
H141	HARRIS INDUSTRIAL GASES	PLACER COUNTY	24888	11/25/2024	\$226.95
38167	0001960044	Oxygen			\$226.95
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$226.95
	PURCH	0-000-2130-000	Oxygen	\$226.95	\$0.00
H141	HARRIS INDUSTRIAL GASES	PLACER COUNTY	24889	11/25/2024	\$184.45
38168	0001960207	Oxygen			\$184.45
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$184.45
	PURCH	0-000-2130-000	Oxygen	\$184.45	\$0.00
H141	HARRIS INDUSTRIAL GASES	PLACER COUNTY	24890	11/25/2024	\$277.05
38169	0001962093	Cylinder rental			\$277.05
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$277.05
	PURCH	0-000-2130-000	Oxygen	\$277.05	\$0.00
H141	HARRIS INDUSTRIAL GASES	PLACER COUNTY	24891	11/25/2024	\$177.85
38170	0001962123	Cylinder rental			\$177.85
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$177.85
	PURCH	0-000-2130-000	Oxygen	\$177.85	\$0.00
H141	HARRIS INDUSTRIAL GASES	PLACER COUNTY	24892	11/25/2024	\$53.85
38171	0001962226	Cylinder rental			\$53.85
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$53.85
	PURCH	0-000-2130-000	Oxygen	\$53.85	\$0.00
I134	Interwest Consulting Group Inc	PLACER COUNTY	24893	11/25/2024	\$10,493.76
38172	865334	October services			\$10,493.76
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$10,493.76
	PURCH	0-000-2043-001	Prevention Consulting Fees	\$10,493.76	\$0.00
J128	JRB Pest and Sanitation	PLACER COUNTY	24894	11/25/2024	\$130.00
38173	86508	Monthly billing			\$130.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$130.00
	PURCH	0-000-2225-028	5840 Horseshoe Bar Rd	\$130.00	\$0.00
K169	Kenoyer, Katie	PLACER COUNTY	24895	11/25/2024	\$135.00
38151	20241210	Jim Holmes retirement			\$135.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$135.00
	PURCH	0-000-2039-000	Business/Conference	\$135.00	\$0.00
L107	LIFE ASSIST	PLACER COUNTY	24896	11/25/2024	\$972.16
38174	1529251	Various supplies			\$972.16
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$972.16

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2127-000	Medical Supplies		\$972.16	\$0.00
L142 38152	Long, Michael 20240801	PLACER COUNTY HazMat IC class	24897	11/25/2024	\$335.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$335.00
	PURCH 0-000-2040-000	Education/Training		\$335.00	\$0.00
M112 38175	MALLORY CO. FIRE 6032778	PLACER COUNTY Replacement TIC devices	24898	11/25/2024	\$7,743.45
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$7,743.45
	PURCH 0-000-4462-000	Firefighting Equipment		\$7,743.45	\$0.00
M167 38177	Municipal Emergency Services (IN2151035	PLACER COUNTY SCBA mask spectacle kit	24899	11/25/2024	\$201.12
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$201.12
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$201.12	\$0.00
M167 38178	Municipal Emergency Services (IN2151038	PLACER COUNTY SCBA repairs	24900	11/25/2024	\$52.08
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$52.08
	PURCH 0-000-2226-000	SCBA/Stationary comp (maint/supplie		\$52.08	\$0.00
M204 38176	Meraki Public Affairs, Inc 1124	PLACER COUNTY Oct services, public relatio	24901	11/25/2024	\$5,000.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$5,000.00
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$5,000.00	\$0.00
S107 38179	SAN JUAN WATER 20241106-16	PLACER COUNTY Bi-monthly billing	24902	11/25/2024	\$617.87
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$617.87
	PURCH 0-000-2041-016	Water-Station 16 Olive Ranch		\$617.87	\$0.00
S107 38180	SAN JUAN WATER 20241106-15	PLACER COUNTY Bi-monthly billing	24903	11/25/2024	\$802.32
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$802.32
	PURCH 0-000-2041-006	Water - Station #15		\$802.32	\$0.00
S282 38158	Consolidated Communications In 20241109-F	PLACER COUNTY Monthly billing, Sta 17 fax	24904	11/25/2024	\$85.01
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$85.01
	PURCH 0-000-2037-001	6900 Eureka Road		\$85.01	\$0.00
S282 38159	Consolidated Communications In 20241109-I	PLACER COUNTY Monthly billing, Internet	24905	11/25/2024	\$738.61
	Type Account	Description		Debit	Credit

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38185	100RN-025628	Annual MS Dynamics GP suppor		\$914.48	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$914.48
	PURCH	0-000-2056-000	Software Subscriptions	\$914.48	\$0.00
W121	WITTMAN ENTERPRISES, LLC	PLACER COUNTY	24910	11/25/2024	\$8,304.35
38186	2410046	October services		\$8,304.35	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$8,304.35
	PURCH	0-000-2025-000	Ambulance Billing Services	\$8,304.35	\$0.00
X001	Xerox Financial Services	PLACER COUNTY	24911	11/25/2024	\$2,583.36
38187	6506637	Copier/Docuware lease		\$2,583.36	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$2,583.36
	PURCH	0-000-2056-000	Software Subscriptions	\$2,583.36	\$0.00
A212	AFLAC	PLACER COUNTY	24912	12/3/2024	\$1,554.24
38189	139107	November premium		\$1,554.24	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,554.24
	PURCH	0-000-1550-000	Agency Share Insurance	\$1,554.24	\$0.00
C273	California Assn of Professiona	PLACER COUNTY	24913	12/3/2024	\$1,121.00
38190	12-2024 LTD	12-2024 Safety LTD		\$1,121.00	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,121.00
	PURCH	0-000-0215-000	Group Insurance Payable	\$1,121.00	\$0.00
C273	California Assn of Professiona	PLACER COUNTY	24914	12/3/2024	\$59.00
38191	12-2024 NS LTD	12-2024 NSafety LTD		\$59.00	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$59.00
	PURCH	0-000-0215-000	Group Insurance Payable	\$59.00	\$0.00
N115	NGLIC C/O Superior Vision Serv	PLACER COUNTY	24915	12/3/2024	\$840.74
38192	861177	12-2024 vision premium		\$840.74	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$840.74
	PURCH	0-000-1550-000	Agency Share Insurance	\$840.74	\$0.00
P101	P.E.R.S	PLACER COUNTY	24916	12/3/2024	\$99,102.64
38193	17741784	December 2024 premium		\$99,102.64	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$99,102.64
	PURCH	0-000-0215-000	Group Insurance Payable	\$21,448.40	\$0.00
	PURCH	0-000-0221-000	OPEB Obligation Payable	\$15,719.76	\$0.00
	PURCH	0-000-1550-000	Agency Share Insurance	\$55,213.66	\$0.00
	PURCH	0-000-1550-000	Agency Share Insurance	\$6,720.82	\$0.00
P159	PRINCIPAL MUTUAL	PLACER COUNTY	24917	12/3/2024	\$6,880.73
38194	12-2024 DENTAL	December dental premium		\$6,880.73	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$6,880.73

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-1550-000	Agency Share Insurance		\$6,880.73	\$0.00
S043 38195	Sacramento Area Fire Fighters PP10 UNION 2024	PLACER COUNTY EE Union dues PP 10	24918	12/3/2024	\$2,634.40
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,634.40
	PURCH 0-000-0218-000	Union Dues Payable		\$2,634.40	\$0.00
S043 38196	Sacramento Area Fire Fighters PP11 UNION 2024	PLACER COUNTY EE Union dues PP 11	24919	12/3/2024	\$2,634.40
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,634.40
	PURCH 0-000-0218-000	Union Dues Payable		\$2,634.40	\$0.00
T160 38197	TASC/ Total Admin Service PP10 DC/MR 2024	PLACER COUNTY EE/ER DC/MR PP 10	24920	12/3/2024	\$5,735.63
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$5,735.63
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$838.42	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$4,443.39	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$453.82	\$0.00
T160 38198	TASC/ Total Admin Service PP11 DC/MR 2024	PLACER COUNTY EE/ER DC/MR PP 11	24921	12/3/2024	\$5,735.63
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$5,735.63
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$838.42	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$4,443.39	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$453.82	\$0.00
V125 38199	Voya Financial Trust Co. PP10 DEF COMP 2024	PLACER COUNTY EE/ER Def Comp PP 10	24922	12/3/2024	\$15,588.78
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$15,588.78
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$14,688.66	\$0.00
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$900.12	\$0.00
V125 38200	Voya Financial Trust Co. PP11 DEF COMP 2024	PLACER COUNTY EE/ER Def Comp PP 11	24923	12/3/2024	\$15,720.20
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$15,720.20
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$14,820.08	\$0.00
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$900.12	\$0.00
B147 38206	BART INDUSTRIES 620496	PLACER COUNTY Fuel for LaFrance truck	24924	12/4/2024	\$809.85
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$544.57
	PURCH 0-000-2124-001	Station 17 Fuel		\$544.57	\$0.00
38207	621328	Blue DEF		\$265.28	
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$265.28
	PURCH 0-000-2124-001	Station 17 Fuel		\$265.28	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
C120 38201	CRULL, JONATHAN 20241201	PLACER COUNTY Paramedic recertification	24925 \$250.00	12/4/2024	\$250.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$250.00
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes		\$250.00	\$0.00
C242 38208	COLLEGE OAK TOWING 585117	PLACER COUNTY Transport to Sta 15	24926 \$536.25	12/4/2024	\$1,018.88
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$536.25
	PURCH 0-000-2222-102	1945 Ford Parade Truck (LFPD)		\$536.25	\$0.00
38209	585314	Tow to Sta 17	\$482.63		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$482.63
	PURCH 0-000-2222-813	2005 Spartan Hi-Tech Type One Engin		\$482.63	\$0.00
D101 38210	DAWSON OIL 760427	PLACER COUNTY Fuel, Sta 17	24927 \$1,664.47	12/4/2024	\$3,140.04
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,664.47
	PURCH 0-000-2124-001	Station 17 Fuel		\$1,664.47	\$0.00
38211	760428	Fuel, Sta 19	\$1,475.57		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,475.57
	PURCH 0-000-2124-003	Station 19 Fuel		\$1,475.57	\$0.00
D161 38212	DC Solar Electric Inc. 2024-102161	PLACER COUNTY Deposit - Sta 19 solar	24928 \$12,095.00	12/4/2024	\$12,095.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$12,095.00
	PURCH 0-000-4512-049	Solar Project		\$12,095.00	\$0.00
E139 38213	Eco-Chek Compliance, Inc. 245143	PLACER COUNTY Fuel tank testing, Sta 17 &	24929 \$1,148.52	12/4/2024	\$1,148.52
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,148.52
	PURCH 0-000-2124-001	Station 17 Fuel		\$574.26	\$0.00
	PURCH 0-000-2124-003	Station 19 Fuel		\$574.26	\$0.00
F173 38214	Fire Plan Review, Inc. 1238	PLACER COUNTY November services	24930 \$697.50	12/4/2024	\$697.50
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$697.50
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$697.50	\$0.00
G156 38216	Gym Doctors 00161609	PLACER COUNTY Rower maintenance, Sta 17	24931 \$247.99	12/4/2024	\$247.99
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$247.99
	PURCH 0-000-2227-000	Equipment Service/Maintenance		\$247.99	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
G236	Global Chemicals, Inc	PLACER COUNTY	24932	12/4/2024	\$959.63
38215	13266365-89-2	Truck wax/wash			\$959.63
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$959.63
	PURCH 0-000-2120-000	Cleaning/Maintenance Supplies		\$959.63	\$0.00
H273	Hicks, Jeffrey	PLACER COUNTY	24933	12/4/2024	\$129.65
38202	SP240003062	Ambulance refund			\$129.65
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$129.65
	PURCH 0-000-2025-000	Ambulance Billing Services		\$129.65	\$0.00
J128	JRB Pest and Sanitation	PLACER COUNTY	24934	12/4/2024	\$180.00
38218	86566	Monthly billing, Sta 20			\$90.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$90.00	\$0.00
38219	86568	Monthly billing, Sta 17			\$90.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-001	6900 Eureka Road		\$90.00	\$0.00
J133	Jorgensen Company	PLACER COUNTY	24935	12/4/2024	\$255.76
38217	6163967	Semi-annual Ansul service			\$255.76
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$255.76
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$255.76	\$0.00
K127	Kingsley Bogard, LLP	PLACER COUNTY	24936	12/4/2024	\$4,203.42
38220	32213	September services			\$4,203.42
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$4,203.42
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$4,203.42	\$0.00
L107	LIFE ASSIST	PLACER COUNTY	24937	12/4/2024	\$3,400.39
38221	1531590	Various supplies			\$1,617.16
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,617.16
	PURCH 0-000-2127-000	Medical Supplies		\$1,617.16	\$0.00
38222	1532256	Sodium bicarb			\$59.72
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$59.72
	PURCH 0-000-2127-000	Medical Supplies		\$59.72	\$0.00
38223	1532564	Various supplies			\$1,723.51
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,723.51
	PURCH 0-000-2127-000	Medical Supplies		\$1,723.51	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
M101	Mission Uniform Services	PLACER COUNTY	24938	12/4/2024	\$246.56
38224	522492782	Weekly billing	\$30.82		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$30.82	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00	
38225	522530871	Weekly billing	\$30.82		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$30.82	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00	
38226	522575571	Weekly billing	\$30.82		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$30.82	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00	
38227	522620893	Weekly billing	\$30.82		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$30.82	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00	
38228	522665100	Weekly billing	\$30.82		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$30.82	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00	
38229	522710326	Weekly billing	\$30.82		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$30.82	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00	
38230	522754968	Weekly billing	\$30.82		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$30.82	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00	
38231	522798937	Weekly billing	\$30.82		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$30.82	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00	
M179	McKinley, Lance	PLACER COUNTY	24939	12/4/2024	\$1,495.90
38203	20241022	Shoe Fire expense reimbursem	\$1,495.90		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$1,495.90	
	PURCH 0-000-1997-000	CFAA Expenditures	\$1,495.90	\$0.00	
N226	NETWORK DESIGN ASSOC	PLACER COUNTY	24940	12/4/2024	\$1,522.81
38232	93349	Monthly software subscriptio	\$862.81		
	Type Account	Description	Debit	Credit	
	PAY 0-000-0203-000	Accounts Payable	\$0.00	\$862.81	
	PURCH 0-000-2056-000	Software Subscriptions	\$862.81	\$0.00	

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38233	93394	IT maintenance			\$660.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$660.00
	PURCH	0-000-2122-001	Software Support	\$660.00	\$0.00
P111	PG & E	PLACER COUNTY	24941	12/4/2024	\$2,715.40
38234	20241113	Monthly billing			\$2,715.40
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$2,715.40
	PURCH	0-000-2027-001	6900 Eureka Road	\$646.57	\$0.00
	PURCH	0-000-2027-003	7070 Auburn Folsom Road	\$1,034.78	\$0.00
	PURCH	0-000-2027-005	3505 Auburn Folsom Road	\$21.84	\$0.00
	PURCH	0-000-2027-006	4650 East Rsvl. Parkway	\$62.58	\$0.00
	PURCH	0-000-2027-016	Station 16 5300 Olive Ranch Road	\$547.67	\$0.00
	PURCH	0-000-2027-028	Station 28	\$268.63	\$0.00
	PURCH	0-000-2027-029	Station 29	\$133.33	\$0.00
R129	Recology Auburn Placer	PLACER COUNTY	24942	12/4/2024	\$794.24
38235	75357178	Monthly billing, Sta 17			\$638.08
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$638.08
	PURCH	0-000-2026-000	Garbage	\$638.08	\$0.00
38236	75358457	Monthly billing, Sta 16			\$39.04
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$39.04
	PURCH	0-000-2026-000	Garbage	\$39.04	\$0.00
38237	75361758	Monthly billing, Sta 15			\$39.04
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$39.04
	PURCH	0-000-2026-000	Garbage	\$39.04	\$0.00
38238	75362111	Monthly billing, Sta 19			\$39.04
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$39.04
	PURCH	0-000-2026-000	Garbage	\$39.04	\$0.00
38239	75371625	Monthly billing, Sta 20			\$39.04
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$39.04
	PURCH	0-000-2026-000	Garbage	\$39.04	\$0.00
R174	Robertson, Mark	PLACER COUNTY	24943	12/4/2024	\$460.00
38204	20241125	Instructor 1 class fee			\$460.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$460.00
	PURCH	0-000-2040-000	Education/Training	\$460.00	\$0.00
R180	Robert W. Johnson Accountancy	PLACER COUNTY	24944	12/4/2024	\$15,865.00
38240	7149	Financial audit, FY 2023/24			\$15,865.00
	Type	Account	Description	Debit	Credit

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2225-006		4650 East Roseville Parkway	\$365.00	\$0.00
	PURCH 0-000-2225-016		5300 Olive Ranch Road	\$660.00	\$0.00
	PURCH 0-000-2225-028		5840 Horseshoe Bar Rd	\$1,395.00	\$0.00
	PURCH 0-000-2523-000		Printing/Outside Services	\$24.06	\$0.00
	PURCH 0-000-4465-028		Station IT	\$93.24	\$0.00
G205 38149	Gieck, Thomas BLD24-01870	PLACER-CONS MIT	00000000000000000003 Mitigation fee refund	11/19/2024	\$1,143.04
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,143.04
	PURCH 0-000-8267-000	Consolidated Mitigation Revenue		\$1,143.04	\$0.00
U109 38188	US Bank Corporate Payment Syst 20241022-M	PLACER-CONS MIT	00000000000000000004 Ambulance inspection expense	11/25/2024	\$154.47
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$154.47
	PURCH 0-000-4523-059	ISRAM Ambulance		\$154.47	\$0.00

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Special Presentation – Board of Director Oath of Office:

Action Requested: The Chief recommends a special presentation to administer the oath of office for newly elected Directors. Placer County Board of Supervisor Suzanne Jones will administer the Oath of Office.

Background: The District had four (4) Board of Director seats up for election in the November 2024 primary election, two seats from Division One (Former Loomis FPD) and two seats from Division Two (Former SPFD). In Division One, incumbent Director Ken Musso and Jenine Windeshausen were appointed to fill the seats. In Division Two, the elected Directors are Dan Bajtos and Gary Flanagan. All Board members will serve four-year terms.

Impact: Continued Governance of the District.

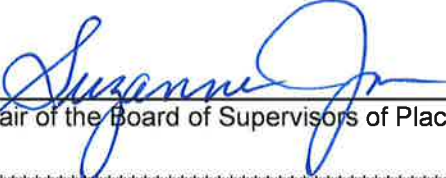
Attachments: Certificates and Oaths of Office

Mark Duerr
Fire Chief
South Placer Fire District

**CERTIFICATE OF APPOINTMENT BY BOARD OF SUPERVISORS
OF GOVERNING BOARD MEMBER**

STATE OF CALIFORNIA }
County of Placer } ss.

I, Chairman, Board of Supervisors, of Placer County, do hereby certify that at a regular session of said Board of Supervisors held on the 5th day of November, 2024, **Ken Musso** was duly appointed to the office of **Director** for **South Placer Fire Protection District**, for the term of **Four** years as it appears in the minutes of said session of the Board of Supervisors.



Chair of the Board of Supervisors of Placer County

OATH OF OFFICE

STATE OF CALIFORNIA }
County of Placer } ss.

I, **Ken Musso**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion, and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature of appointee

Subscribed and sworn to before me on _____, 20__.

Signature of person administering oath

Title

**CERTIFICATE OF APPOINTMENT BY BOARD OF SUPERVISORS
OF GOVERNING BOARD MEMBER**

STATE OF CALIFORNIA }
County of Placer } ss.

I, Chairman, Board of Supervisors, of Placer County, do hereby certify that at a regular session of said Board of Supervisors held on the 5th day of November, 2024, **Jenine Windeshausen** was duly appointed to the office of **Director** for **South Placer Fire Protection District**, for the term of **Four** years as it appears in the minutes of said session of the Board of Supervisors.



Chair of the Board of Supervisors of Placer County

OATH OF OFFICE

STATE OF CALIFORNIA }
County of Placer } ss.

I, **Jenine Windeshausen**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion, and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature of appointee

Subscribed and sworn to before me on _____, 20__.

Signature of person administering oath

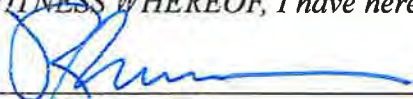
Title

Certificate of Election and Oath of Office

STATE OF CALIFORNIA }
County of Placer } ss.

I, **Ryan Ronco**, County Clerk-Recorder-Registrar of Voters in and for the County of Placer in the State of California, do hereby certify that at the General Election held in and for said County on November 5, 2024, **Daniel Bajtos** was elected to the office of **Director for South Placer Fire Protection District, Division 2**, for a term of **4 years** as appears in the official returns of said election and the statement of votes cast now on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my hand and seal this 3rd day of DECEMBER, 2024.


_____, County Clerk-Recorder-Registrar of Voters

STATE OF CALIFORNIA }
County of Placer } ss.

I, **Daniel Bajtos**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature of person receiving Oath

Signature of person administering Oath

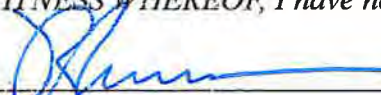
Title

Subscribed and sworn to before me, this ____ day of _____, 20__.

Certificate of Election and Oath of Office

STATE OF CALIFORNIA }
County of Placer } ss.

I, Ryan Ronco, County Clerk-Recorder-Registrar of Voters in and for the County of Placer in the State of California, do hereby certify that at the General Election held in and for said County on November 5, 2024, **Gary W. Flanagan** was elected to the office of **Director for South Placer Fire Protection District, Division 2**, for a term of **4 years** as appears in the official returns of said election and the statement of votes cast now on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my hand and seal this 3RD day of DECEMBER, 2024.
 _____, County Clerk-Recorder-Registrar of Voters

STATE OF CALIFORNIA }
County of Placer } ss.

I, **Gary W. Flanagan**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature of person receiving Oath

Signature of person administering Oath

Title

Subscribed and sworn to before me, this ____ day of _____, 20__.

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: South Placer Fire District Policy Updates:

Action Requested: Staff recommends a second reading and approval of the proposed policy updates.

Background: With the recent changes to operations and the Board's goal of updating and consolidating the District Policy Manual, staff presents the following policies for review and approval:

Impact: Policy update.

Attachments: Proposed policies:

<u>Number</u>	<u>Policy</u>	<u>Adopted Date</u>
509	Bloodborne Pathogen Training	07/22/2019
510	Child Abuse Reporting	09/13/2019
511	Adult Abuse	09/13/2019
512	Communicable Diseases	New
514	Minimum Requirements	New
517	Equipment Identification	New

Mark Duerr
Fire Chief
South Placer Fire Protection District

Bloodborne Pathogen Training

509.1 PURPOSE AND SCOPE

The purpose of this policy is to establish a state-mandated training program to ensure members have the skills and knowledge to protect themselves against occupational exposure to potentially infectious blood or bodily fluids (8 CCR 5193(g)(2)).

509.2 POLICY

It is the policy of the South Placer Fire District to make members' health and safety a priority by providing initial and recurring bloodborne pathogen training. All members of the District whose duties have a risk of occupational exposure to potentially infectious blood or bodily fluids shall receive bloodborne pathogen training (8 CCR 5193(g)(2)).

509.3 PROCEDURES

The Fire Chief will assign a person as the district's **Designated Infection Exposure** Control Officer (**D I E C O**). The **D I E C O** shall be responsible for the following:

- (a) The overall management of the bloodborne pathogen Exposure Control Plan (ECP).
- (b) Establishing written procedures and a training program related to aerosol transmissible diseases, as required by 8 CCR 5199.
- (c) Working with management to develop and administer any additional related policies and practices necessary to support the effective implementation of this plan.
- (d) Remaining current on all legal requirements concerning bloodborne pathogens and other communicable diseases, as required by 8 CCR 5193.
- (e) Acting as a liaison during Cal/OSHA inspections, conducting program audits to maintain an up-to-date ECP, and ensuring exposure report forms are available and adequate for members to report exposure incidents properly.
- (f) Maintaining an up-to-date list of personnel requiring training.
- (g) Developing and implementing a training program, maintaining class rosters and quizzes, and periodically reviewing and updating the training program.
- (h) Reviewing and updating the ECP annually (on or before January 1 of each year).

District officers are responsible for exposure control in their respective areas. They shall work directly with the **D I C O** and any affected members to ensure proper exposure control procedures are followed.

509.4 TRAINING REQUIREMENTS

Any member whose duties place themselves/**her** at risk for exposure to bloodborne pathogens shall receive district-provided, no-cost training during working hours that shall include all of the state requirements (8 CCR 5193).

Bloodborne Pathogen Training

509.5 TRAINING RECORDS

The Training Officer shall be responsible for maintaining records of all bloodborne pathogen training provided to members. Records should include, but are not limited to, the following:

- (a) The dates of the training sessions
- (b) A list of the topics or a summary of the content of the training sessions
- (c) The names or other identifier and job title of the members who received the training
- (d) The names, certificate number and qualifications of persons conducting the training

The Training Officer should maintain the training records in accordance with established records retention schedules.

Child Abuse Reporting

510.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the mandatory reporting of suspected child abuse or neglect (Penal Code § 11165.7).

510.1.1 DEFINITIONS

Definitions related to this policy include:

Child - Any person under the age of 18 years (Penal Code § 11165).

Child abuse or neglect - Includes the following:

- Physical injury or death inflicted by other than accidental means upon a child (Penal Code § 11165.6)
- Sexual abuse as defined in Penal Code § 11165.1
- Neglect as defined in Penal Code § 11165.2
- The willful harming or injuring of a child or endangering a child or the health of a child, as defined in Penal Code § 11165.3
- Unlawful corporal punishment or injury as defined in Penal Code § 11165.4

Child abuse or neglect does not include an altercation between minors (Penal Code § 11165.6).

510.2 POLICY

It is the policy of the South Placer Fire District to report suspected child abuse to local law enforcement and to the county where the abuse took place. Placer County Children's System of Care can be reached at 916-872-6549 or toll free at 866-293-1940.

510.3 MANDATED REPORTER REQUIREMENTS

All members of this district are responsible for the timely and proper reporting of suspected child abuse or neglect. Non-volunteer firefighters, paramedics, EMT I and II and other district members certified under Health and Safety Code Division 2.5 § 1797 et seq. are designated as mandated reporters (Penal Code § 11165.7).

A mandated reporter of this district who, in his/her professional capacity or scope of employment, has knowledge of or observes a child known or reasonably suspected to have been the victim of child abuse or neglect shall notify law enforcement personnel by telephone as soon as practicable. The member shall then send or transmit a written follow-up report on the form provided by the law enforcement agency (Penal Code § 11168) within 36 hours of receiving the information concerning the incident (Penal Code § 11166(a)). A record of the written follow-up report should be retained.

Reports of suspected child abuse or neglect shall include the following information if known (Penal Code § 11167(a)):

South Placer Fire District

SPFD Policy Manual

Child Abuse Reporting

- The name, business address, and telephone number of the mandated reporter
- The capacity that makes the person a mandated reporter
- The information that gave rise to the reasonable suspicion of child abuse or neglect and the source of that information
- The names, addresses, and telephone numbers of the child's parents or guardians
- The name, address, telephone number, and other relevant personal information about the persons who might have abused or neglected the child

District members with knowledge of, or who reasonably suspect that a child is suffering serious emotional damage or is at substantial risk of suffering serious emotional damage may make a report through a mandated reporter (Penal Code § 11166.05).

Failure to report an incident of known or reasonably suspected child abuse or neglect by a mandated reporter is a misdemeanor and may also result in discipline (Penal Code § 11166(c)).

Contact the CPS agency where the suspected abuse took place. Below are local CPS agencies and their 24-hour hotline phone numbers.

- Placer County Children's System of Care at 916-872-6549 or toll-free at 866-293-1940.
- A written report will be filed within **36 hours 2-days** of the **telephonic report suspected incident**. Use form ss 8572 attached below.

See attachment: [ss_8572.pdf](#)

- [Submit the Suspected Child Abuse Report in one of the following ways:](#)
 - [Email to Placer County: pc_scar@placer.ca.gov](mailto:pc_scar@placer.ca.gov)
 - [FAX: 916-784-6400](tel:916-784-6400)
 - [Mail:](#)
 - [Family and Children's Services](#)
[1000 Sunset Boulevard](#)
[Suite 140](#)
[Rocklin, CA 95765](#)
- [Open the form \(PDF\) and save it to your hard drive, complete the form and save it.](#)
 - [For form versions in other languages, please click here and select from the provided list.](#)
- [To submit completed form, email Placer County.](#)
- [Should you choose to send your report via email, to address confidentiality you must include the following language in your email:](#)
 - [Confidentiality Notice: This communication contains legally privileged and confidential information sent solely for the use of the intended recipient. If you are not the intended recipient of this communication, you are not authorized to use it in any manner, except to immediately destroy it and notify the sender.](#)

Child Abuse Reporting

- [Please call 916-872-6549 or toll free at 866-293-1940 if you have any questions regarding the reporting of child abuse.](#)
- [Intake staff are available 24 hours a day to speak with you.](#)

510.4 MANDATED REPORTER STATEMENT

Each mandated reporter of this district shall be provided with a copy of Penal Code § 11165.7, Penal Code § 11166 and Penal Code § 11167, and shall sign a statement acknowledging that he/she received the copies, is a mandated reporter and will comply with the mandatory reporting provisions (Penal Code § 11166.5). The District will retain the original signed statement consistent with the district's established records retention schedules.

510.5 CONFIDENTIALITY

Reports of child abuse or neglect are to be confidential and may be disclosed only as provided in Penal Code § 11167.5.

Attachments

ss_8572.pdf



SUSPECTED CHILD ABUSE REPORT (Pursuant to Penal Code section 11166)

To Be Completed by Mandated Child Abuse Reporters
PLEASE PRINT OR TYPE

CASE NAME: _____

CASE NUMBER: _____

A. REPORTING PARTY	NAME OF MANDATED REPORTER			TITLE			MANDATED REPORTER CATEGORY			
	REPORTER'S BUSINESS/AGENCY NAME AND ADDRESS						DID MANDATED REPORTER WITNESS THE INCIDENT?			
	REPORTER'S TELEPHONE (DAYTIME)		SIGNATURE				TODAY'S DATE			
B. REPORT NOTIFICATION	<input type="checkbox"/> LAW ENFORCEMENT <input type="checkbox"/> COUNTY PROBATION <input type="checkbox"/> COUNTY WELFARE / CPS (Child Protective Services)			AGENCY						
	ADDRESS						DATE/TIME OF PHONE CALL			
	OFFICIAL CONTACTED - NAME AND TITLE						TELEPHONE			
VICTIM'S	NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY		
	ADDRESS						TELEPHONE			
	PRESENT LOCATION OF VICTIM				SCHOOL		CLASS		GRADE	
	PHYSICALLY DISABLED?		DEVELOPMENTALLY DISABLED?		OTHER DISABILITY (SPECIFY)			PRIMARY LANGUAGE SPOKEN IN HOME		
	IN FOSTER CARE?		IF VICTIM WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE:				TYPE OF ABUSE (CHECK ONE OR MORE):			
	<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> DAY CARE <input type="checkbox"/> CHILD CARE CENTER <input type="checkbox"/> FOSTER FAMILY HOME <input type="checkbox"/> NO <input type="checkbox"/> FAMILY FRIEND <input type="checkbox"/> GROUP HOME OR INSTITUTION <input type="checkbox"/> RELATIVE'S HOME				<input type="checkbox"/> PHYSICAL <input type="checkbox"/> MENTAL <input type="checkbox"/> SEXUAL <input type="checkbox"/> NEGLECT <input type="checkbox"/> OTHER (SPECIFY) _____			
	RELATIONSHIP TO SUSPECT				PHOTOS TAKEN?		DID THE INCIDENT RESULT IN THIS VICTIM'S DEATH?			
VICTIM'S SIBLINGS	NAME		BIRTHDATE	SEX	ETHNICITY	NAME		BIRTHDATE	SEX	ETHNICITY
	1. _____		_____	_____	_____	3. _____		_____	_____	_____
VICTIM'S PARENTS/GUARDIANS	NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY		
	ADDRESS						HOME PHONE		BUSINESS PHONE	
	NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY		
	ADDRESS						HOME PHONE		BUSINESS PHONE	
SUSPECT	SUSPECT'S NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY		
	ADDRESS						TELEPHONE			
	OTHER RELEVANT INFORMATION									
E. INCIDENT INFORMATION	IF NECESSARY, ATTACH EXTRA SHEET(S) OR OTHER FORM(S) AND CHECK THIS BOX <input type="checkbox"/> IF MULTIPLE VICTIMS, INDICATE NUMBER: _____									
	DATE/TIME OF INCIDENT				PLACE OF INCIDENT					
	NARRATIVE DESCRIPTION (What victim(s) said/what the mandated reporter observed/what person accompanying the victim(s) said/similar or past incident's involving the victim(s) or suspect)									

DO NOT submit a copy of this form to the Department of Justice (DOJ). The investigating agency is required under Penal Code section 11169 to submit to DOJ a Child Abuse or Severe Neglect Indexing Form BCIA 8583 if (1) an active investigation was conducted and (2) the incident was determined to be substantiated.

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SUSPECTED CHILD ABUSE REPORT (Pursuant to Penal Code section 11166)

DEFINITIONS AND GENERAL INSTRUCTIONS FOR COMPLETION OF FORM BCIA 8572

All Penal Code (PC) references are located in Article 2.5 of the California PC. This article is known as the Child Abuse and Neglect Reporting Act (CANRA). The provisions of CANRA may be viewed at: <http://leginfo.legislature.ca.gov/faces/codes.xhtml> (specify "Penal Code" and search for sections 11164-11174.3). A mandated reporter must complete and submit form BCIA 8572 even if some of the requested information is not known. (PC section 11167(a).)

I. MANDATED CHILD ABUSE REPORTERS

Mandated child abuse reporters include all those individuals and entities listed in PC section 11165.7.

II. TO WHOM REPORTS ARE TO BE MADE ("DESIGNATED AGENCIES")

Reports of suspected child abuse or neglect shall be made by mandated reporters to any police department or sheriff's department (not including a school district police or security department), the county probation department (if designated by the county to receive mandated reports), or the county welfare department. (PC section 11165.9.)

III. REPORTING RESPONSIBILITIES

Any mandated reporter who has knowledge of or observes a child, in his or her professional capacity or within the scope of his or her employment, whom he or she knows or reasonably suspects has been the victim of child abuse or neglect shall report such suspected incident of abuse or neglect to a designated agency immediately or as soon as practically possible by telephone and shall prepare and send a written report thereof **within 36 hours** of receiving the information concerning the incident. (PC section 11166(a).)

No mandated reporter who reports a suspected incident of child abuse or neglect shall be held civilly or criminally liable for any report required or authorized by CANRA. Any other person reporting a known or suspected incident of child abuse or neglect shall not incur civil or criminal liability as a result of any report authorized by CANRA unless it can be proven the report was false and the person knew it was false or made the report with reckless disregard of its truth or falsity. (PC section 11172(a).)

IV. INSTRUCTIONS

SECTION A – REPORTING PARTY: Enter the mandated reporter's name, title, category (from PC section 11165.7), business/agency name and address, daytime telephone number, and today's date. Check yes/no whether the mandated reporter witnessed the incident. The signature area is for either the mandated reporter or, if the report is telephoned in by the mandated reporter, the person taking the telephoned report.

IV. INSTRUCTIONS (*continued*)

SECTION B – REPORT NOTIFICATION: Complete the name and address of the designated agency notified, the date/time of the phone call, and the name, title, and telephone number of the official contacted.

SECTION C – VICTIM (One Report per Victim): Enter the victim's name, birthdate or approximate age, sex, ethnicity, address, telephone number, present location, and, where applicable, enter the school, class (indicate the teacher's name or room number), and grade. List the primary language spoken in the victim's home. Check the appropriate yes/no box to indicate whether the victim may have a developmental disability or physical disability and specify any other apparent disability. Check the appropriate yes/no box to indicate whether the victim is in foster care, and check the appropriate box to indicate the type of care if the victim was in out-of-home care. Check the appropriate box to indicate the type of abuse. List the victim's relationship to the suspect. Check the appropriate yes/no box to indicate whether photos of the injuries were taken. Check the appropriate box to indicate whether the incident resulted in the victim's death.

SECTION D – INVOLVED PARTIES: Enter the requested information for Victim's Siblings, Victim's Parents/Guardians, and Suspect. Attach extra sheet(s) if needed (provide the requested information for each individual on the attached sheet(s)).

SECTION E – INCIDENT INFORMATION: If multiple victims, indicate the number and submit a form for each victim. Enter date/time and place of the incident. Provide a narrative of the incident. Attach extra sheet(s) if needed.

V. DISTRIBUTION

Reporting Party: After completing form BCIA 8572, retain a copy for your records and submit copies to the designated agency.

Designated Agency: **Within 36 hours** of receipt of form BCIA 8572, the initial designated agency will send a copy of the completed form to the district attorney and any additional designated agencies in compliance with PC sections 11166(j) and 11166(k).

ETHNICITY CODES

1 Alaskan Native	6 Caribbean	11 Guamanian	16 Korean	22 Polynesian	27 White-Armenian
2 American Indian	7 Central American	12 Hawaiian	17 Laotian	23 Samoan	28 White-Central American
3 Asian Indian	8 Chinese	13 Hispanic	18 Mexican	24 South American	29 White-European
4 Black	9 Ethiopian	14 Hmong	19 Other Asian	25 Vietnamese	30 White-Middle Eastern
5 Cambodian	10 Filipino	15 Japanese	21 Other Pacific Islander	26 White	31 White-Romanian

Adult Abuse

511.1 PURPOSE AND SCOPE

This policy provides members of the South Placer Fire District with guidance regarding when notification is to be made to law enforcement and/or the local ombudsman and licensing agencies of suspected abuse of certain adults.

511.2 POLICY

The South Placer Fire District 's policy is to assist adult abuse victims by making the proper notifications to those responsible for investigating these matters.

511.3 MANDATORY NOTIFICATION

Firefighters, paramedics, Emergency Medical Technicians, and other district members certified under Division 2.5 of the Health and Safety Code are designated as mandated reporters (Welfare and Institutions Code § 15630(a)).

Members of the South Placer Fire District shall notify law enforcement or Adult Protective Services (APS) of known, suspected, or alleged instances of abuse when the member (Welfare and Institutions Code § 15630):

- (a) Has observed or has knowledge of an incident that reasonably appears to be adult abuse.
- (b) Is told by an elder or dependent adult of abuse.
- (c) Reasonably suspects abuse.

For purposes of defining adult abuse, a dependent adult is an individual, regardless of whether the individual lives independently, between 18 and 64 years of age who has physical or mental limitations that restrict their ability to carry out normal activities or to protect his/her rights, including but not limited to persons who have physical or developmental disabilities or whose physical or mental abilities have diminished because of age. This also includes those admitted as inpatients to a 24-hour health facility, as defined in state law (Welfare and Institutions Code § 15610.07; Welfare and Institutions Code § 15610.23).

For purposes of notification, abuse is physical abuse, abandonment, abduction, isolation, financial abuse, or neglect. Physical abuse includes any assault or sex crime (Welfare and Institutions Code § 15610.63). Financial abuse includes taking personal or real property by undue influence or intent to defraud (Welfare and Institutions Code § 15610.30).

511.3.1 NOTIFICATION PROCEDURE

Notification should occur by telephone or through a confidential internet reporting tool as soon as practicable. If notification is by telephone, a written report (Form SOC341 below) or internet report shall be sent within two working days as provided in Welfare and Institutions Code § 15630(b). See phone numbers in section 511.3

South Placer Fire District

SPFD Policy Manual

Adult Abuse

Notification should include (Welfare and Institutions Code § 15630(e)):

- Name of the person making the report.
- Victim's name and age.
- Current location of the victim.
- Names and addresses of family members or any other adult responsible for the elder's or vulnerable adult's care.
- Nature and extent of the condition of the older or dependent adult.
- Date of the incident.
- Any other information requested, including information that led to the suspicion of elder or dependent adult abuse.

Failure to report an incident of known or reasonably suspected adult abuse by a mandated reporter is a misdemeanor and may also result in discipline (Welfare and Institutions Code § 15630(h)). Use SOC341 (attached) to report abuse.

See attachment: [SOC341.pdf](#)

[Online Reporting Tool:](#)

<https://placer.panosoft.com/PlacerAPS/portal/soc341.html>

511.3.2 LONG-TERM CARE FACILITY NOTIFICATION

If the abuse is physical abuse and occurred in a long-term care facility (not a state mental health hospital or a state developmental center), notification shall be made to law enforcement immediately and written reports shall be made to the local ombudsman, the corresponding licensing agency, and law enforcement as required (Welfare and Institutions Code § 15630(b)(1)). Placer County Ombudsman:

[101 Cirby Hills Drive,](#)

[Roseville, CA 95678](#) ~~1000 Sunset Boulevard Suite - 200 Rocklin , CA 95765~~

[530-265-9376](#) ~~916-435-5757~~

916-435-5750

511.3.3 STATE MENTAL HOSPITAL OR DEVELOPMENTAL CENTER NOTIFICATION

If the abuse occurred in a state mental hospital or a state developmental center, notification shall be made immediately to law enforcement.

If the abuse occurred in a state mental hospital or a state developmental center and resulted in any of the following incidents, notification shall also be made to the designated investigators of the Department of State Hospitals or the Department of Developmental Services (Welfare and Institutions Code § 15630(b)(1)(E)):

Adult Abuse

- (a) Death
- (b) Sexual assault as defined by Welfare and Institutions Code § 15610.63
- (c) An assault with a deadly weapon by a nonresident
- (d) An assault with force likely to produce great bodily injury (as described by Penal Code § 245)
- (e) An injury to the genitals when the cause of the injury is undetermined
- (f) A broken bone when the cause of the break is undetermined

511.4 RELEASE OF REPORTS

Information related to incidents of adult abuse or suspected abuse shall be confidential and may only be disclosed pursuant to state law and the Release of Records Policy (Welfare and Institutions Code § 15633).

Requests for information about an incident referred to law enforcement should be referred to the law enforcement agency.

Attachments

SOC341.pdf

REPORT OF SUSPECTED DEPENDENT ADULT/ELDER ABUSE

Date Completed

CONFIDENTIAL REPORT - NOT SUBJECT TO PUBLIC DISCLOSURE

TO BE COMPLETED BY REPORTING PARTY. PLEASE PRINT OR TYPE.
SEE GENERAL INSTRUCTIONS.

A. VICTIM Check box if victim consents to disclosure of information
(Ombudsman use only - WIC 15636(a))

Name (Last Name, First Name)		Age	Date of Birth	SSN
Gender Identity <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Other/Nonbinary <input type="checkbox"/> Unknown/Not Provided	Sexual Orientation <input type="checkbox"/> Straight <input type="checkbox"/> Gay/Lesbian <input type="checkbox"/> Bisexual <input type="checkbox"/> Questioning <input type="checkbox"/> Unknown/Not Provided	Ethnicity		Race
		Language (Check one) <input type="checkbox"/> Non-Verbal <input type="checkbox"/> English <input type="checkbox"/> Other (Specify) _____		
Address (If facility, include name and notify ombudsman)		City	Zip Code	Telephone
Present Location (If different from above)		City	Zip Code	Telephone
<input type="checkbox"/> Elderly (60+) <input type="checkbox"/> Developmentally Disabled <input type="checkbox"/> Mentally Ill/Disabled <input type="checkbox"/> Physically Disabled <input type="checkbox"/> Unknown/Other			<input type="checkbox"/> Lives Alone <input type="checkbox"/> Lives with Others	

B. SUSPECTED ABUSER Check if Self-Neglect

Name of Suspected Abuser				
Address		City	Zip Code	Telephone
<input type="checkbox"/> Care Custodian (Type) _____		<input type="checkbox"/> Parent <input type="checkbox"/> Son/Daughter <input type="checkbox"/> Other _____		
<input type="checkbox"/> Health Practitioner (Type) _____		<input type="checkbox"/> Spouse <input type="checkbox"/> Other Relation _____		
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Ethnicity		Age	D.O.B
Height	Weight	Eyes	Hair	

- C. REPORTER’S OBSERVATIONS, BELIEFS, AND STATEMENTS BY VICTIM IF AVAILABLE. DOES ALLEGED PERPETRATOR STILL HAVE ACCESS TO THE VICTIM? DOES THE ALLEGATION INVOLVE A SERIOUS BODILY INJURY (see definition in section “Reporting Responsibilities and Time Frames” within the General Instructions)? PROVIDE ANY KNOWN TIME FRAME (2 days, 1 week, ongoing, etc.). LIST ANY POTENTIAL DANGER FOR INVESTIGATOR (animals, weapons, communicable diseases, etc.) or concerns about the client’s mental health.**
- CHECK IF MEDICAL, FINANCIAL (ACCOUNT INFORMATION, ETC.), PHOTOGRAPHS, OR OTHER SUPPLEMENTAL INFORMATION IS ATTACHED.

D. REPORTING PARTY Check appropriate box if reporting party waives confidentiality to
 All All but victim All but perpetrator

Name	Signature	Occupation	Agency/Name of Business
Relation to Victim/How Abuse is Known	Street	City	Zip Code
Telephone	E-mail Address		

E. INCIDENT INFORMATION - Address where incident occurred

Date/Time of Incident(s) _____

Place of Incident (Check One)
 Own Home Community Care Facility Hospital/Acute Care Hospital
 Home of Another Nursing Facility/Swing Bed Other (Specify) _____

F. REPORTED TYPES OF ABUSE (Check All that Apply)

1. Perpetrated by Others (WIC 15610.07 & 15610.63)

a. <input type="checkbox"/> Physical (e.g. assault/battery, constraint or deprivation, chemical restraint, over/under medication) b. <input type="checkbox"/> Sexual c. <input type="checkbox"/> Financial d. <input type="checkbox"/> Neglect (including Deprivation of Goods and Services by a Care Custodian)	e. <input type="checkbox"/> Abandonment f. <input type="checkbox"/> Isolation g. <input type="checkbox"/> Abduction h. <input type="checkbox"/> Psychological/Mental i. <input type="checkbox"/> Other _____
---	--
2. Self-Neglect (WIC 15610.57 (b)(5))

a. <input type="checkbox"/> Neglect of Physical Care (e.g. personal hygiene, food, clothing, malnutrition/dehydration) b. <input type="checkbox"/> Self-Neglect of Residence (unsafe environment)	c. <input type="checkbox"/> Financial Self-Neglect (e.g. inability to manage one’s own personal finances)
--	---

Abuse Resulted In (Check All that Apply)
 No Physical Injury Minor Medical Care Hospitalization Care Provider Required
 Death Mental Suffering Serious Bodily Injury* Other (Specify) _____
 Unknown Health & Safety Endangered

G. OTHER PERSON BELIEVED TO HAVE KNOWLEDGE OF ABUSE
(Family, significant others, neighbors, medical providers, agencies involved, etc.)

Name	Relationship
Address	Telephone
Name	Relationship
Address	Telephone

H. FAMILY MEMBER OR OTHER PERSON RESPONSIBLE FOR VICTIM'S CARE*(If known, list contact person)* If Contact person check

Name		Relationship	
Address	City	Zip Code	Telephone

I. TELEPHONE REPORT MADE TO APS Law Enforcement Local Ombudsman
 Calif. Dept. of State Hospitals Calif. Dept. of Developmental Services

Name of Official Contacted by Phone	Telephone	Date/Time
-------------------------------------	-----------	-----------

J. WRITTEN REPORT Enter information about the agencies receiving this report. If the abuse occurred in a LTC facility and resulted in Serious Bodily Injury*, please refer to "Reporting Responsibilities and Time Frames" in the General Instructions. Do not submit report to California Department of Social Services Adult Programs Division.

Agency Name	Address or Fax	<input type="checkbox"/> Date Mailed	<input type="checkbox"/> Date Faxed
Agency Name	Address or Fax	<input type="checkbox"/> Date Mailed	<input type="checkbox"/> Date Faxed
Agency Name	Address or Fax	<input type="checkbox"/> Date Mailed	<input type="checkbox"/> Date Faxed

K. RECEIVING AGENCY USE ONLY Telephone Report Written Report

1. Report Received By	Date/Time
-----------------------	-----------

2. Assigned Immediate Response Ten-Day Response No Initial Response (NIR)
 Not APS Not Ombudsman No Ten-Day (NTD)

Approved By	Assigned To (optional)
-------------	------------------------

3. Cross-Reported to CDPH-Licensing & Cert.; CDSS-CCL; Local Ombudsman;
 Bureau of Medi-Cal Fraud & Elder Abuse;
 Calif. Dept. of State Hospitals; Law Enforcement;
 Professional Licensing Board; Calif. Dept. of Developmental Services;
 APS; Other (Specify) _____
Date of Cross-Report _____

4. APS/Ombudsman/Law Enforcement Case File Number

**REPORT OF SUSPECTED DEPENDENT ADULT/ELDER ABUSE
GENERAL INSTRUCTIONS****PURPOSE OF FORM**

This form, as adopted by the California Department of Social Services (CDSS), is required under Welfare and Institutions Code (WIC) Sections 15630 and 15658(a)(1). This form documents the information given by the reporting party on the suspected incident of abuse or neglect of an elder or dependent adult. **Abuse** means any treatment with resulting physical harm, pain, or mental suffering or the deprivation by a care custodian of goods or services that are necessary to avoid physical harm or mental suffering. **Neglect** means the negligent failure of an elder or dependent adult or of any person having the care or custody of an elder or a dependent adult to exercise that degree of self-care or care that a reasonable person in a like position would exercise. For purposes of mandatory reporting, **elder** means any person residing in this state who is 65 years of age or older (WIC Section 15610.27). **Dependent Adult** means any person residing in this state, between the ages of 18 and 64, who has physical or mental limitations that restrict his or her ability to carry out normal activities or to protect his or her rights including, but not limited to, persons who have physical or developmental disabilities or whose physical or mental abilities have diminished because of age (WIC Section 15610.23). Dependent adult includes any person between the ages of 18 and 64 who is admitted as an inpatient to a 24-hour health facility (defined in the Health and Safety Code Sections 1250, 1250.2, and 1250.3). Adults age 60+, however, are eligible for Adult Protective Services (APS). APS can investigate allegations of abuse against them, and if confirmed, offer appropriate services.

COMPLETION OF THE FORM

1. This form may be used by the receiving agency to record information through a telephone report of suspected dependent adult/elder abuse.
2. If any item of information is unknown, enter "unknown."
3. Item A: Check box to indicate if the victim waives confidentiality.
4. Item D: Check box if the reporting party waives confidentiality. Please note that mandated reporters are required to disclose their names, however, non-mandated reporters may report anonymously.

REPORTING RESPONSIBILITIES AND TIME FRAMES:

Any mandated reporter, who in his or her professional capacity, or within the scope of his or her employment, has observed or has knowledge of an incident that reasonably appears to be abuse or neglect, or is told by an elder or dependent adult that he or she has experienced behavior constituting abuse or neglect, or reasonably suspects that abuse or neglect has occurred, shall complete this form for each report of known or suspected instance of abuse (physical abuse, sexual abuse, financial abuse, abduction, neglect (self-neglect), isolation, and abandonment) involving an elder or dependent adult.

***Serious bodily injury** means an injury involving extreme physical pain, substantial risk of death, or protracted loss or impairment of function of a bodily member, organ or of mental faculty, or requiring medical intervention, including, but not limited to, hospitalization, surgery, or physical rehabilitation (WIC Section 15610.67).

Reporting shall be completed as follows:

- If the abuse occurred in a Long-Term Care (LTC) facility (as defined in WIC Section 15610.47) and resulted in serious bodily injury, report by telephone to the local law enforcement agency immediately and no later than two (2) hours after observing, obtaining knowledge of, or suspecting physical abuse. Send the written report to the local law enforcement agency, the local Long-Term Care Ombudsman Program (LTCOP), and the appropriate licensing agency (for long-term health care facilities, the California Department of Public Health; for community care facilities, the California Department of Social Services) within two (2) hours of observing, obtaining knowledge of, or suspecting physical abuse.
- If the abuse occurred in a LTC facility, was physical abuse, but did not result in serious bodily injury, report by telephone to the local law enforcement agency within 24 hours of observing, obtaining knowledge of, or suspecting physical abuse. Send the written report to the local law enforcement agency, the local LTCOP, and the appropriate licensing agency (for long-term health care facilities, the California Department of Public Health; for community care facilities, the California Department of Social Services) within 24 hours of observing, obtaining knowledge of, or suspecting physical abuse.
- If the abuse occurred in a LTC facility, was physical abuse, did not result in serious bodily injury, and was perpetrated by a resident with a physician's diagnosis of dementia, report by telephone to the local law enforcement agency or the local LTCOP, immediately or as soon as practicably possible. Follow by sending the written report to the LTCOP or the local law enforcement agency within 24 hours of observing, obtaining knowledge of, or suspecting physical abuse.
- If the abuse occurred in a LTC facility, was abuse other than physical abuse, report by telephone to the LTCOP or the law enforcement agency immediately or as soon as practicably possible. Follow by sending the written report to the local law enforcement agency or the LTCOP within two working days.
- If the abuse occurred in a state mental hospital or a state developmental center, mandated reporters shall report by telephone or through a confidential Internet reporting tool (established in WIC Section 15658) immediately or as soon as practicably possible and submit the report within two (2) working days of making the telephone report to the responsible agency as identified below:
 - If the abuse occurred in a State Mental Hospital, report to the local law enforcement agency or the California Department of State Hospitals.
 - If the abuse occurred in a State Developmental Center, report to the local law enforcement agency or to the California Department of Developmental Services.
- For all other abuse, mandated reporters shall report by telephone or through a confidential Internet reporting tool to the adult protective services agency or the local law enforcement agency immediately or as soon as practicably possible. If reported by telephone, a written or an Internet report shall be sent to adult protective services or law enforcement within two working days.

REPORTING PARTY DEFINITIONS

Mandated Reporter (WIC Section 15630 (a)) Any person who has assumed full or intermittent responsibility for care or custody of an elder or dependent adult, whether or not that person receives compensation, including administrators, supervisors, and any licensed staff of a public or private facility that provides care or services for elder or dependent adults, or any elder or dependent adult care custodian, health practitioner, clergy member, or employee of a county adult protective services agency or a local law enforcement agency, is a mandated reporter.

Care Custodian (WIC Section 15610.17) means an administrator or an employee of any of the following public or private facilities or agencies, or persons providing care or services for elders or dependent adults, including members of the support staff and maintenance staff: (a) Twenty-four hour health facilities, as defined in Sections 1250, 1250.2, and 1250.3 of the Health and Safety Code; (b) Clinics; (c) Home health agencies; (d) Agencies providing publicly funded in-home supportive services, nutrition services, or other home and community-based support services; (e) Adult day health care centers and adult day care; (f) Secondary schools that serve 18- to 22-year-old dependent adults and postsecondary educational institutions that serve dependent adults or elders; (g) Independent living centers; (h) Camps; (i) Alzheimer’s Disease Day Care Resource Centers; (j) Community care facilities, as defined in Section 1502 of the Health and Safety Code, and residential care facilities for the elderly, as defined in Section 1569.2 of the Health and Safety Code; (k) Respite care facilities; (l) Foster homes; (m) Vocational rehabilitation facilities and work activity centers; (n) Designated area agencies on aging; (o) Regional centers for persons with developmental disabilities; (p) State Department of Social Services and State Department of Health Services licensing divisions; (q) County welfare departments; (r) Offices of patients’ rights advocates and clients’ rights advocates, including attorneys; (s) The Office of the State Long-Term Care Ombudsman; (t) Offices of public conservators, public guardians, and court investigators; (u) Any protection or advocacy agency or entity that is designated by the Governor to fulfill the requirements and assurances of the following: (1) The federal Developmental Disabilities Assistance and Bill of Rights Act of 2000, contained in Chapter 144 (commencing with Section 15001) of Title 42 of the United States Code, for protection and advocacy of the rights of persons with developmental disabilities; or (2) The Protection and Advocacy for the Mentally Ill Individuals Act of 1986, as amended, contained in Chapter 114 (commencing with Section 10801) of Title 42 of the United States Code, for the protection and advocacy of the rights of persons with mental illness; (v) Humane societies and animal control agencies; (w) Fire departments; (x) Offices of environmental health and building code enforcement; or (y) Any other protective, public, sectarian, mental health, or private assistance or advocacy agency or person providing health services or social services to elders or dependent adults.

Health Practitioner (WIC Section 15610.37) means a physician and surgeon, psychiatrist, psychologist, dentist, resident, intern, podiatrist, chiropractor, licensed nurse, dental hygienist, licensed clinical social worker or associate clinical social worker, marriage, family, and child counselor, or any other person who is currently licensed under Division 2 (commencing with Section 500) of the Business and Professions Code, any emergency medical technician I or II, paramedic, or person certified pursuant to Division 2.5 (commencing with Section 1797) of the Health and Safety Code, a psychological assistant registered pursuant to Section 2913 of the Business and Professions Code, a marriage, family, and child counselor trainee, as defined in subdivision (c) of Section 4980.03 of the Business and Professions Code, or an unlicensed marriage, family, and child counselor intern registered under Section 4980.44 of the Business and Professions Code, state or county public health or social service employee who treats an elder or a dependent adult for any condition, or a coroner.

Any officer and/or employee of a financial institution is a mandated reporter of suspected financial abuse and shall report suspected financial abuse of an elder or dependent adult on form SOC 342, "Report of Suspected Dependent Adult/Elder Financial Abuse".

MULTIPLE REPORTERS

When two or more mandated reporters are jointly knowledgeable of a suspected instance of abuse of a dependent adult or elder, and when there is agreement among them, the telephone report may be made by one member of the group. Also, a single written report may be completed by that member of the group. Any person of that group, who believes the report was not submitted, shall submit the report.

IDENTITY OF THE REPORTER

The identity of all persons who report under WIC Chapter 11 shall be confidential and disclosed only among APS agencies, local law enforcement agencies, LTCOPs, California State Attorney General Bureau of Medi-Cal Fraud and Elder Abuse, licensing agencies or their counsel, Department of Consumer Affairs Investigators (who investigate elder and dependent adult abuse), the county District Attorney, the Probate Court, and the Public Guardian. Confidentiality may be waived by the reporter or by court order.

FAILURE TO REPORT

Failure to report by mandated reporters (as defined under "Reporting Party Definitions") any suspected incidents of physical abuse (including sexual abuse), abandonment, isolation, financial abuse, abduction, or neglect (including self-neglect) of an elder (age 65 or older) or a dependent adult is a misdemeanor, punishable by not more than six months in the county jail, or by a fine of not more than \$1,000, or by both imprisonment and fine. Any mandated reporter who willfully fails to report abuse of an elder (age 65 or older) or a dependent adult, where the abuse results in death or great bodily injury, may be punished by up to one year in the county jail, or by a fine of up to \$5,000, or by both imprisonment and fine (WIC Section 15630(h)).

No one, including a supervisor, employer, or lawyer, can excuse a mandated reporter from his or her personal legal duty to report known or suspected abuse. Anyone who attempts to impede or inhibit a mandated reporter from reporting may be prosecuted for a misdemeanor punishable by a fine, imprisonment, or both. Mandated reporters are therefore expected to report any such efforts to law enforcement, as well as any other responsible agency (see Welfare and Institutions Code Section 15630(f) and (h)).

Officers or employees of financial institutions are mandated reporters of financial abuse (effective January 1, 2007). These mandated reporters who fail to report financial abuse of an elder or dependent adult are subject to a civil penalty not exceeding \$1,000. Individuals who willfully fail to report financial abuse of an elder or dependent adult are subject to a civil penalty not exceeding \$5,000. These civil penalties shall be paid by the financial institution, which is the employer of the mandated reporter, to the party bringing the action.

ADULT PROTECTIVE SERVICES ELIGIBILITY

For purposes of eligibility to receive services under the APS program, an elder is defined as anyone residing in this state 60 years of age or older. (WIC Section 15750(b)(2)). As of January 1, 2022, APS agencies can receive referrals and investigate allegations of abuse and provide intervention

and case management to any elder 60 years of age or older, and to dependent adults between the ages of 18-59(WIC Section 15750(b)(1)(A)). Statutes governing mandated reporting have not been affected; accordingly, mandatory reporting still only applies to elders age 65 years and older.

DISTRIBUTION OF SOC 341 COPIES

Mandated reporter: After making the telephone report to the appropriate agency or agencies, the reporter shall send the written report to the designated agencies (as defined under “Reporting Responsibilities and Time Frames”); and keep one copy for the reporter’s file.

Receiving agency: Place the original copy in the case file. Send a copy to a cross-reporting agency, if applicable.

DO NOT SEND A COPY TO THE CALIFORNIA DEPARTMENT OF SOCIAL SERVICES ADULT PROGRAMS DIVISION.

Communicable Diseases

512.1 PURPOSE AND SCOPE

This policy is intended to provide guidelines for district members to assist in minimizing the risk of contracting and/or spreading communicable diseases. The policy offers direction in achieving the following goals:

- (a) Managing the risks associated with exposure to bloodborne pathogens (BBP), aerosol transmissible diseases, and other potentially infectious substances (8 CCR 5193, 8 CCR 5199 and 29 CFR 1910.134).
- (b) Assisting district members in making decisions concerning the selection, use, maintenance, limitations, storage, and disposal of personal protective equipment (PPE).
- (c) Protecting the privacy rights of all district members who may be exposed to or contract a communicable disease during the course of their duties.
- (d) Providing appropriate treatment and counseling should a member become exposed to a communicable disease.

512.2 POLICY

The South Placer Fire District is committed to providing a safe and healthful work environment for its members by providing each member with the best available protection from occupationally acquired communicable disease. Communicable disease is an occupational health hazard, and transmission is possible during emergency responses and other district and in-station operations.

512.3 EXPOSURE CONTROL PLAN

The District has developed an Exposure Control Plan (ECP) to eliminate or minimize occupational exposure to communicable diseases. The Fire Chief or the authorized designee shall designate an Exposure Control Officer (ECO), who will be responsible for the administration of the ECP and the designated responsibilities. The responsibilities shall include the establishment, implementation, and maintenance of effective written infection control procedures to control and reduce the risk of acquiring BBPs and aerosol transmissible diseases.

The ECP shall include the following core elements:

- Provide fire, rescue, and Emergency Medical Services (EMS) to the public without regard to known or suspected existence of communicable diseases.
- Regard all patient contacts as potentially infectious. Universal precautions will be observed at all times and will be expanded to include all bodily fluids and other potentially infectious material.
- Provide all at-risk district members with training, immunizations, TB skin test, and PPE necessary for protection from communicable diseases.
- Provide any district member exposed to a communicable disease with a post-exposure follow-up in compliance with state standards.

South Placer Fire District

SPFD Policy Manual

Communicable Diseases

The ECP shall be in writing, shall comply with all legal requirements, and shall (8 CCR 5193 et seq.):

- (a) Determine and note positions with the potential for exposure and whether the positions require respiratory protection.
- (b) Establish a schedule and method for implementing the plan.
- (c) Establish source control measures and the method of informing members of the source control measures.
- (d) Establish procedures for evaluation of the circumstances of exposure incidents and for appropriate follow-up.
- (e) Address the distribution and use of PPE related to communicable diseases.
- (f) Establish an effective procedure to track the frequency of use and the types and brands of sharps involved in exposure incidents; this should be documented on a sharps injury log.
- (g) Establish a process for vaccinating members.
- (h) Establish an effective procedure and method to identify currently available engineering controls and selecting such controls, where appropriate, for the procedures performed by district members in their respective work areas.
- (i) Establish a training program to educate district members on the ECP.
- (j) Be accessible to district members (8 CCR 3204(e)).
- (k) Be reviewed annually by the ECO, to include the input of members from various work areas.
- (l) Be reviewed for new or modified tasks and procedures affecting occupational exposures.
- (m) Reflect changes in technology that eliminate or reduce exposure.
- (n) Consider and/or implement any appropriate, commercially available needle-less systems and needle devices and sharps with engineered sharps injury protection.
- (o) Include new or revised member positions with occupational exposures.
- (p) Be available to the National Institute for Occupational Safety and Health (NIOSH) or the respective designee upon a request.

512.3.1 EXPOSURE TO BLOOD, BODILY FLUIDS, OR AEROSOL TRANSMISSIBLE DISEASES

All district members who are exposed to another person's blood, bodily fluids, or an aerosol transmissible disease shall follow the ECP procedures and guidelines.

Exposure to blood or other potentially infectious materials includes but is not limited to the contact of such substances with the eye, mouth, other mucous membranes, non-intact skin, needle sticks, human bites, cuts, or abrasions, or any other qualifying exposure (Health and Safety Code § 121060.1 or 8 CCR 5193).

Communicable Diseases

Exposure to an aerosol transmissible disease is any event in which all of the following have occurred (8 CCR 5199):

- (a) A member has been exposed to an individual who has or is suspected of having a reportable aerosol transmissible disease, or to a work area or to equipment that is reasonably expected to contain aerosol transmissible pathogens associated with a reportable aerosol transmissible disease.
- (b) The exposure occurred without the benefit of applicable exposure controls required by this policy.
- (c) It reasonably appears from the circumstances of the exposure that transmission of disease is sufficiently likely to require medical evaluation.

512.3.2 EXPOSURE CONTROL OFFICER

The ECO shall be responsible for the following:

- (a) Establishing and maintaining written procedures and a training program related to BBPs (8 CCR 5193).
- (b) Establishing and maintaining written procedures and a training program related to aerosol transmissible diseases (8 CCR 5199).
- (c) Working with management to develop and administer any additional related policies and practices necessary to support the effective implementation of the ECP.
- (d) Investigating all reports of exposures or suspected exposures to communicable disease.
- (e) Providing guidance and follow-up instructions when an exposure occurs.
- (f) Communicating with hospital infection control personnel.
- (g) Coordinating the collection, management, and security, and maintaining the confidentiality of all exposure records (8 CCR 5193).
- (h) Remaining current on all legal requirements concerning BBPs and other communicable diseases (8 CCR 5193).
- (i) Coordinating the immunization and vaccination of district members.
- (j) Acting as a liaison during Occupational Safety and Health Administration (OSHA) inspections, conducting program audits to maintain an up-to-date ECP, and ensuring exposure report forms are available and adequate for members to properly report incidents of exposure.
- (k) Working with the Training Officer to maintain an up-to-date list of district members requiring training.
- (l) Coordinating with the Training Officer in developing and implementing a training program, maintaining class rosters and quizzes, and periodically reviewing and updating the training program.
- (m) Reviewing and updating the ECP annually, on or before January 1 of each year.

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- (n) Establishing procedures to ensure that members request exposure notification from health facilities when transporting a person who may have a communicable disease, and that the member is notified of any exposure as required by Health and Safety Code § 1797.188.
- (o) Informing members of the provisions of Health and Safety Code § 1797.188 (exposure to communicable diseases and notification).
- (p) Acting as the designated officer liaison with health care facilities regarding communicable disease or condition exposure notification. The designated officer should coordinate with other district members to fulfill the role when not available. The designated officer shall ensure that the name, title, and telephone number of the designated officer is posted on the District website (Health and Safety Code § 1797.188).

District supervisors are responsible for exposure control in their respective areas. They shall work directly with the ECO and any affected members to ensure that the proper exposure control procedures are followed.

512.3.3 EXPOSURE DETERMINATION

The District shall actively involve members in the preparation of an exposure determination that identifies the job classifications with potential for exposure to occupational BBPs. Exposure determination shall be made without regard to the PPE worn (8 CCR 5193(c)(1)(B)(8)).

512.3.4 UNIVERSAL PRECAUTIONS

All human blood and bodily fluids such as saliva, urine, semen, and vaginal secretions are to be treated as if they are known to be infectious. Where it is not possible to distinguish between bodily fluid types, all bodily fluids are to be assumed potentially infectious.

The minimum number of members required to complete a task safely will be used for all on-scene operations. Members who are not immediately needed will remain a safe distance (at least 6 feet) from operations when a communicable disease exposure is possible or anticipated. When transporting a patient with a potential aerosol transmissible disease, members should notify hospital staff prior to arrival to allow for the proper isolation of the patient immediately upon arrival.

Universal precautions extend beyond the emergency incident and should be observed in the communal living environment of the fire station as follows:

- (a) Members shall not report to work with signs or symptoms of a febrile aerosol transmissible disease or any wounds that cannot be completely covered or in which exudates from the wounds cannot be contained with dressings.
- (b) Members shall wash their hands thoroughly for a minimum of 15 seconds with soap and water:
 1. Before and after handling or preparing food.
 2. Before eating.
 3. After using the restroom.

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4. After sneezing or coughing into the hands and/or handling contaminated facial tissue.
 5. After each patient contact.
 6. After removing any PPE.
 7. After handling potentially infectious materials.
 8. After cleaning and/or decontaminating equipment.
- (c) If hand washing with soap and water is not possible, germicidal hand wipes or a waterless hand cleanser shall be used.
 - (d) Exercise equipment shall be wiped down with germicidal cleaner between users.
 - (e) Members shall not share utensils, towels, bedding, or personal care items (e.g., razors, toothbrushes, nail clippers).
 - (f) Members shall cover the mouth and nose with a tissue when coughing or sneezing. If tissue is not readily available, members should avoid coughing or sneezing into their hands and cover their mouth and nose with their arm.
 - (g) All eating, drinking, smoking, applying of cosmetics or lip balm, and handling of contact lenses is prohibited in areas where there is an expectation of communicable disease exposure.
 - (h) Food and drink shall not be stored in areas where there is an expectation of communicable disease exposure.
 - (i) Perishable food that requires cold storage shall be kept at a temperature of 3 degrees Celsius or 38 degrees Fahrenheit or lower.
 - (j) Perishable food that requires freezer storage shall be kept at a temperature of -18 degrees Celsius or 0 degrees Fahrenheit or lower.
 - (k) All food that is removed from original manufacturer packaging shall be kept in a tightly sealed food container or shall be wrapped with plastic food wrap.

512.3.5 PERSONAL PROTECTIVE EQUIPMENT

PPE is the last line of defense against communicable disease. Therefore, the following procedures should be followed:

- (a) District-issued disposable latex or nitrile gloves shall be worn prior to initiating any patient treatment. If the situation dictates reusable gloves (i.e., structural or wildland gloves) and the risk of communicable disease is also present, disposable gloves shall be worn under the utility gloves.
- (b) Disposable gloves shall be replaced as soon as practicable when contaminated, torn, or punctured, or any time the ability to function as a barrier is compromised, and before contact with any other person.
- (c) When possible, gloves should be changed between patients in multiple casualty situations, and hands should be cleaned with disinfectant wipes.
- (d) Disposable gloves shall not be washed or decontaminated for reuse.

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- (e) Approved medical aid eye protection and masks or full-face shields are mandatory whenever splashes, spray, or droplets of bodily fluid may be generated, and eye, nose, or mouth contamination can be reasonably anticipated. Procedures that put the member at risk for splash or spray exposure include but are not limited to inserting airways, suctioning, childbirth procedures, and the treatment of a patient who is bleeding, vomiting, or spitting.
- (f) An N95 respirator mask shall be worn when encountering an individual who is actively coughing or has a suspected or known aerosol transmissible pathogen.
- (g) A disposable mask may be placed on a patient with a potential aerosol transmissible pathogen only when the patient has not exhibited respiratory distress or potential respiratory compromise and pulse oximetry confirms that the patient is not hypoxic.
- (h) An approved spit hood may be placed over a patient's head who is attempting to bite or intentionally spit at the care providers. The use of a spit hood shall not replace the donning of a mask and goggles for the care provider when indicated. The spit hood should not be used if the patient:
 - 1. Is or has the potential of developing respiratory distress.
 - 2. Has a clinical indication for supplemental oxygen administration, oral suctioning, or insertion of an airway adjunct.
 - 3. Has a condition that indicates the need to closely monitor skin signs.
- (i) If the circumstances dictate head and foot covering are needed, firefighting gear, boots, and helmets shall be worn.
- (j) It is the responsibility of the company officer to ensure that all appropriate PPE measures are utilized as soon as it is apparent that PPE is appropriate.
- (k) A mechanical breathing or a mask with a one-way valve will be used when providing respiratory assistance. Mouth-to-mouth ventilation may be performed only as a last resort if the needed equipment is not available.
- (l) Disposable resuscitation devices will be immediately available at all times when on-duty. The airway bag is to be brought to the patient's side for all medical emergency calls to ensure that all equipment necessary to ventilate the patient is accessible.
- (m) When in public but not assigned to a medical aid call (e.g., grocery shopping, inspections), one member of the company should carry a mask with a one-way valve, gloves, goggles, and an N95 mask.
- (n) A fluid resistant gown or turnout shall be worn when bodily fluid splashes and sprays to clothing are possible.
- (o) The following chart should be used as a guide for the situation and PPE required:

Task/ Situation	Gloves	Gown/ Turnouts	Eyewear and Mask

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<p>Any light contact with blood or other bodily fluids. This includes IVs, drawing blood, or applying dressings to wounds.</p>	X		
<p>Heavy bleeding or large amounts of other bodily fluids, including vomiting, childbirth, urine, or fecal contamination.</p>	X	X	X
<p>Spraying or splattering of bodily fluid or situations when this can be anticipated.</p>	X	X	X
<p>Endotracheal intubation, Bag-Valve-Mask ventilation, or airway suctioning.</p>	X	X	X

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Administering aerosolized medication to a patient with a potential for having an airborne infectious disease.	X	X	X
Patient coughing, sneezing, or febrile.	X		X

512.3.6 IMMUNIZATIONS

All district members who, in the line of duty, may be exposed to or have contact with a communicable disease shall be offered appropriate treatment immunization.

512.3.7 WORK PRACTICES

All members shall use the appropriate barrier precautions to prevent skin and mucous membrane exposure whenever contact with blood or bodily fluid is anticipated.

Disposable gloves shall be worn on all medical emergency responses. Disposable gloves shall be worn before making physical contact with any patient and/or when handling items that are soiled with blood or other bodily fluids. Disposable gloves that become contaminated with blood or other bodily fluids shall be disposed of as contaminated waste. Care should be taken to avoid touching other items (e.g., pens, books, personal items in general) while wearing the disposable gloves in a potentially contaminated environment.

When possible, open the back or side windows of an ambulance and turn on ventilation systems when transporting a patient with a potential aerosol transmissible pathogen. The window between the patient care compartment and the driver compartment must remain closed.

All procedures involving blood or other potentially infectious materials shall be performed in a manner that will minimize splashing, spraying, or otherwise generating droplets of those materials.

Eating, drinking, smoking, applying lip balm, and handling contact lenses shall be prohibited in areas where a potential for an exposure exists.

512.3.8 SHARPS AND ITEMS THAT CUT OR PUNCTURE

Members should take care when handling needles or sharps at all times, using the following guidelines:

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- (a) A needle-free or self-sheathing device or a sharp with engineered sharps protection will be utilized to start intravenous (IV) medications or obtain blood samples at all times except when:
 - 1. A needle-free or self-sheathing device or a sharp with engineered sharps protection is not available due to market availability.
 - 2. The use of a needle-free or self-sheathing device or a sharp with engineered sharps protection would jeopardize the patient's safety or the success of the intervention.
- (b) When a needle-free or self-sheathing device or a sharp with engineered sharps protection is not available, the sharps shall be placed into the authorized needle guard device using a one-hand technique prior to placement in the sharps container.
- (c) After use, all sharps must be immediately placed into a sharps container. This includes those devices that are self-sheathing.
- (d) The sharps container shall be located in the designated pouch of the airway bag. The airway bag with the sharps container shall be taken into every scene of a medical incident. A sharps container shall be easily accessible to members and located as close as possible to the immediate area where sharps are used.
- (e) The sharps container shall be stored in the upright position at all times. At no time shall district members reach into a sharps container.
- (f) Once a sharps container is half full, the container's lid will be secured, and the sharps taken to the hospital for disposal. Disposal will follow the hospital's policies and procedures.
- (g) Sharps containers will be inspected at morning checkout to ensure the container is not more than half full.
- (h) Broken glass shall not be picked up by hand. It shall be cleaned up with utility, structural, or wildland gloves, and using mechanical means, such as tongs or a brush and dustpan.

512.3.9 SHARPS INJURY LOG

The EMS supervisor shall maintain a sharps injury log that records all exposure incidents involving a sharp. Entries into this log will be recorded within 14 working days of the date the incident is reported to the EMS supervisor. The information on the log will include the following information, if it is known or reasonably available (8 CCR 5193(c)(2)):

- (a) Date and time of the exposure
- (b) Type and brand of the sharp involved in the exposure incident
- (c) Description of the exposure shall include the following:
 - 1. Job classification of the member involved in the exposure
 - 2. Work location where the exposure occurred
 - 3. Procedure the member was performing at the time of the exposure
 - 4. How the exposure occurred

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5. The body part involved in the exposure
 6. Whether the sharp had engineered sharp-injury protection, whether the protection mechanism was activated, and whether the injury occurred before the mechanism was activated, during activation, or after activation, if applicable
 7. The member's opinion as to how or whether mechanism could have prevented the injury
- (d) Each member incident shall be recorded on the sharps injury log within 14 working days of the date the incident is reported to the District.
- (e) The information in the sharps injury log shall be recorded and maintained in a manner that protects the confidentiality of the member.

512.4 DISPOSAL AND DECONTAMINATION

Equipment, supplies, and vehicles that have been contaminated by blood, bodily fluid, respiratory or airborne droplets, or other potentially infectious material, and members whose clothing or equipment has been contaminated, shall not respond to additional calls, or engage in other work activities until all contaminated clothing, supplies, equipment, and vehicle interior has been exchanged, disposed of, or cleaned and decontaminated.

Contaminated supplies and equipment shall be kept in a separate location from clean or sterile supplies and equipment. Disposable gloves and goggles shall be worn when washing or handling contaminated equipment, clothing, or materials. A fluid-resistant gown shall be worn when there is the possibility of contaminated fluid splashes to clothing during clean-up procedures. When possible, one member should handle clean or sterile items and a different member should be assigned to handle contaminated items.

Kitchen facilities will never be utilized for cleaning, decontaminating, storing, or disposing of any contaminated material or waste. Designated sinks will be utilized for this procedure, followed by decontamination using an approved EPA germicide or a 1:100 solution of chlorine bleach (one-quarter cup of bleach per one gallon of water).

512.4.1 USE OF WASTE CONTAINERS

Members shall dispose of biohazards on-scene in the appropriate containers on the apparatus or at the attending clinic or hospital, with hospital approval, or in an appropriately marked biohazard waste container at the station immediately upon arrival.

The biohazard waste container located at the station shall be collapsible, leakproof, red in color or appropriately labeled with a biohazard warning, and routinely emptied.

512.4.2 DECONTAMINATION OF SKIN AND MUCOUS MEMBRANES

Members shall wash their hands immediately (on-scene if possible) or as soon as possible following the removal of potentially contaminated gloves. Antibacterial soap and warm water or an approved disinfectant shall be used to wash one's hands, paying particular attention to the fingernails.

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If a member's intact skin contacts someone else's blood or bodily fluids or other potentially infectious materials, the member shall wash the exposed part of their body with soap and warm water and/or an approved disinfectant as soon as possible. If the skin becomes grossly contaminated, body washing shall be followed by an approved hospital-strength disinfectant. If large areas of the member's skin are contaminated, the member shall shower as soon as possible, using warm water and soap and/or an approved disinfectant. Medical treatment should be obtained. Eyes should be flushed and other exposed mucous membranes appropriately disinfected.

Contaminated non-intact skin (e.g., injured skin, open wound) shall be washed/irrigated/cleaned using an approved disinfectant and then dressed or bandaged as needed. Medical treatment is required.

512.4.3 DISPOSABLE PROTECTIVE EQUIPMENT

Contaminated disposable supplies (e.g., gloves, dressings, CPR masks) shall be transported with the patient in the ambulance. The waste material shall then be disposed of in a biohazard waste container at the hospital. Disposable gloves are to be worn while placing the waste into the biohazard waste container, placing the gloves in with the waste.

512.4.4 DECONTAMINATION OF PPE

After using any reusable PPE, it shall be washed or disinfected and stored appropriately. If the PPE is non-reusable (e.g., disposable gloves), it shall be discarded in a biohazard waste container as described in this policy.

Any PPE that becomes punctured, torn, or loses its integrity shall be removed as soon as feasible. The member shall wash and replace the PPE if the job has not been terminated. If this situation resulted in a contaminated non-intact skin event, the decontamination procedures in this policy shall be implemented.

Contaminated reusable PPE that must be transported prior to cleaning shall be placed into a red biohazard waste bag and labeled with the member's name, station, contents, and type of contamination. This bag should be given to the ECO for cleaning by an approved vendor.

The Battalion Chief should be contacted regarding the replacement of structural protection garments and PPE.

512.4.5 DECONTAMINATION OF NON-DISPOSABLE EQUIPMENT

Contaminated non-disposable equipment shall be decontaminated as soon as possible. If it is to be transported, it shall be done by first placing it into a biohazard waste bag.

Grossly contaminated non-disposable equipment items shall be transported to a hospital or the fire station for proper cleaning and disinfecting. Porous surfaces such as nylon bags and straps shall be brushed and scrubbed with a detergent and hot water, laundered, and allowed to dry. Non-porous surfaces (e.g., plastic or metal) shall be brushed and scrubbed with detergent and hot water, sprayed with a bleach solution, rinsed, and allowed to dry. Delicate equipment (e.g., radios)

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should be brushed and scrubbed very carefully using a minimal amount of a type of germicide that is approved by the Environmental Protection Agency (EPA).

While cleaning equipment, pay close attention to handles, controls, portable radios, and corners (tight spots). Equipment cleaning shall not be done in the kitchen, bathroom, or other areas not designated as the cleaning/decontamination area.

Contaminated equipment should be cleaned using an EPA-approved germicide or a 1:100 solution of chlorine bleach (one-quarter cup of bleach per one gallon of water) while wearing disposable gloves and goggles. Large particles of contaminants, such as vomit, feces, and blood clots, should first be removed (using a disposable towel or other means to prevent direct contact) and properly disposed.

512.4.6 DECONTAMINATION OF CLOTHING

Contaminated clothing such as uniforms and undergarments shall be removed as soon as feasible and rinsed in cold water to prevent the setting of bloodstains. Contaminated clothing and gear shall not be taken into the station living quarters or taken home for cleaning.

If the clothing may be washed in soap and hot water, do so as soon as possible. If the clothing must be dry cleaned, place it into a biohazard waste bag and give it to the ECO. The ECO will secure a dry cleaner that is capable of cleaning contaminated clothing and inform them of the potential contamination. This dry cleaning will be done at the district's expense.

Contaminated leather boots shall be brushed and scrubbed with detergent and hot water. If the contaminant has soaked through the boot, the boot shall be discarded.

512.4.7 DECONTAMINATION OF VEHICLES AND EQUIPMENT

Equipment such as exposed portions of the apparatus, transport ambulance, gurney, backboards, blood pressure cuffs, and traction splints should be washed as soon as possible after the incident. After removal of gross contamination with soap and water, an approved EPA germicide, or a 1:100 solution of chlorine bleach (one-quarter cup bleach to one gallon of water) and hot water at a minimum of 140 degrees should be used to clean the item. It should then be rinsed and allowed to air dry. A spray bottle of the approved EPA germicide solution must be carried on all apparatus to facilitate expedient cleanup. The bleach solution must be prepared every 24 hours to maintain potency.

Delicate electronic equipment, such as monitors, defibrillators, radios, and suction equipment, shall be cleaned and decontaminated following the manufacturer's recommendation and never immersed in water.

Equipment left at the hospital should be cleaned by the hospital staff prior to return of the item. Contact the emergency department supervisor or the EMS supervisor if a hospital fails to clean the equipment in a timely manner.

All disposable contaminated supplies are to be placed in a red biohazard bag and delivered to the receiving hospital for disposal. The exception is sharps, which are to be placed in sharps

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containers. Disposal at the hospital must be in the areas and containers designed for biohazard waste.

512.4.8 DECONTAMINATION OF STATION AND CLEANING AREA

The ECO shall designate a location at each fire station that will serve as the area for cleaning/decontamination. This area is to be used to keep equipment clean and sanitary and for members to wash any potential contamination from their bodies. This area is to be thoroughly cleaned after each use and to be maintained in a clean and sanitary order at all times between each use. The application of cosmetics, smoking cigarettes, food, and drink are prohibited in this designated area at all times.

512.5 POST-EXPOSURE REPORTING AND FOLLOW-UP REQUIREMENTS

In actual or suspected exposure incidents, proper documentation and follow-up action must occur to limit potential liabilities and to ensure the best protection and care for the member. The priority shall be to provide the exposed member with the appropriate medical care, testing, and counseling to prevent or minimize the risk of contracting or spreading the disease (Health and Safety Code § 120260, Health and Safety Code § 120261, Health and Safety Code § 120262 and Health and Safety Code § 120263).

512.5.1 MEMBER RESPONSIBILITY TO REPORT EXPOSURE

To provide appropriate and timely treatment should exposure occur, all members shall verbally report the exposure to their immediate supervisor and complete a written exposure report as soon as possible following the exposure or suspected exposure. That report shall be submitted to the member's immediate supervisor. Additionally, members should document in the exposure report whether they would like the person who was the source of the exposure to be tested for communicable diseases.

In addition, the exposure or suspected exposure should be reported to the Paramedic Receiving Center (PRC), and to the EMS supervisor.

If the EMS supervisor is notified of a potential exposure to an aerosol transmissible disease by the hospital staff or county public health, the EMS supervisor shall notify the exposed member as soon as practicable, but no later than 72 hours after becoming aware of the exposure.

512.5.2 SUPERVISOR REPORTING REQUIREMENTS

The supervisor on-duty shall investigate every exposure that occurs as soon as possible following the incident, while gathering the following information:

- (a) Name and Social Security number of the members exposed
- (b) Date and time of the incident
- (c) Location of the incident
- (d) What potentially infectious materials were involved
- (e) Source of material or person

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- (f) Current location of material or person
- (g) Work being done during the exposure
- (h) How the incident occurred or was caused
- (i) PPE in use at the time of the exposure
- (j) Actions taken post-event (e.g., cleanup, notifications)

The supervisor shall advise the member of the laws and regulations concerning disclosure of the identity and infectious status of a source.

If the ECO is unavailable to seek testing of the person who was the source of the exposure, it is the responsibility of the exposed member's supervisor to ensure testing is sought pursuant to this policy.

512.5.3 MEDICAL CONSULTATION, EVALUATION, AND TREATMENT

Any member who was exposed or who suspects they were exposed to Human Immunodeficiency Virus (HIV) or to hepatitis B or hepatitis C should be seen by a physician or qualified health care provider as soon as possible. The doctor or qualified health care provider should be provided with the supervisor's report and the member's medical records relevant to the visit and examination. The blood of the exposed member shall be tested.

The health care professional will provide the ECO and/or the District's risk manager with a written opinion of the exposed member's medical condition. This opinion should only contain the following information:

- If a post-exposure treatment is indicated for the member
- If the member received a post-exposure treatment
- Confirmation that the member received the evaluation results
- Confirmation that the member was informed of any medical condition resulting from the exposure incident and whether further treatment or evaluation will be required
- Whether communicable disease testing from the source is warranted and if so, which diseases should the testing include

All other findings or diagnosis shall remain confidential and are not to be included in the written report.

512.5.4 COUNSELING

The District shall provide the exposed member, and their family if necessary, the opportunity for counseling and consultation.

512.5.5 CONFIDENTIALITY OF REPORTS

Most of the information involved in this process must remain confidential. The ECO shall ensure that all records and reports are kept in the strictest confidence. The ECO shall be responsible for

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maintaining records containing the member's treatment status and the results of examinations, medical testing, and follow-up procedures.

The risk manager shall be responsible for maintaining the name and Social Security number of the member and copies of any information provided to the consulting health care professional.

512.6 SOURCE TESTING

Testing for communicable diseases of a person who was the source of an exposure should be sought when it is desired by the exposed member or when it is otherwise appropriate. There are several methods to obtain such testing. It is the responsibility of the ECO to ensure that the proper testing and reporting occur. These methods are:

- (a) Obtaining voluntary consent from any person who may be the source of an exposure to cover testing for any communicable disease.
- (b) Filing a report with the county health officer when a member is exposed to the bodily fluids of an arrestee. The county health officer may pursue testing for HIV or hepatitis B or hepatitis C (Penal Code § 7510 et seq.).
- (c) Seeking consent for testing or applying for a court order for HIV, hepatitis B, and hepatitis C testing (Health and Safety Code § 121060 et seq.).
- (d) Seeking a court order when the person who may be the source of an exposure will not consent to testing and the exposure does not fall under the statutory schemes for testing. This covers testing for any communicable disease as deemed appropriate by a health care professional and documented in the request for the court order.
- (e) Under certain circumstances, a court may issue a search warrant for the purpose of HIV testing an adult or juvenile when a member of the South Placer Fire District qualifies as a crime victim (Penal Code § 1524.1).

When the risk is a BBP, the source patient must be tested for hepatitis B, hepatitis C, and HIV, with a rapid HIV test being the preferred method and a hepatitis B surface antibody titer used to evaluate the member's immunity. If other contact transmissible or aerosol transmissible disease possibilities exist, other tests may be indicated and shall be determined by the treating emergency room physician.

512.6.1 EXPOSURE FROM A NON-ARRESTEE

Upon notification of a member's exposure to a person who was not arrested, the ECO should attempt to determine if the person who was the source of the exposure will voluntarily consent to testing. If consent is indicated, the following steps should be taken:

- (a) A licensed health care provider should notify the person to be tested of the exposure and make a good faith effort to obtain voluntary informed consent from the person or their authorized legal representative to perform a test for HIV, hepatitis B, hepatitis C, and other communicable diseases the health care provider deems appropriate.
- (b) The voluntary informed consent obtained by the health care provider must be in writing and include consent for three specimens of blood for testing. The ECO should document the consent as a supplement to an Exposure Control Report.

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- (c) The results of the tests should be made available to the source and the exposed member.

If consent is not obtained, the ECO should promptly consult with the District Counsel and consider requesting that a court order be sought for appropriate testing.

512.6.2 EXPOSURE FROM AN ARRESTEE

Upon notification of an exposure by a person who was arrested, the ECO should take the following steps:

- (a) Comply with the statutory scheme of Health and Safety Code § 121060. This includes seeking consent from the person who was the source of the exposure and seeking a court order if consent is not given.
- (b) Take reasonable steps to immediately contact the county health officer and provide preliminary information regarding the circumstances of the exposure and the status of the involved individuals to determine whether the county health officer will order testing (Penal Code § 7510).
- (c) In all cases, comply with the reporting and testing scheme of Penal Code § 7510 et seq. This includes completing a State Department of Health Services Form CDPH 8479 and submitting it to the county health officer with a copy of the Exposure Control Report by the end of the member's shift. If submission by the end of the shift is not practicable, it must occur as soon as possible but no later than two days after the incident. The exposed member's name should not appear on this form.
- (d) Remain in contact with the county health officer to determine whether testing of the arrestee will occur and whether the testing satisfies the medical needs of the member.
- (e) The results of the tests should be made available to the source and the exposed member.

Since there is potential for overlap between the two statutory schemes, the ECO is responsible for coordinating the testing with the county health officer to prevent unnecessary or duplicate testing.

In the rare event that the exposed member is not covered by either statutory scheme, the ECO should seek consent or a court order in the same manner as for a non-arrestee.

512.7 TRAINING

Any member whose duties place them at risk for exposure to BBPs shall receive district-provided, no-cost training during working hours that shall include all of the state requirements (see the Bloodborne Pathogen Training Policy) (8 CCR 5193).

512.8 MEDICAL RECORDS

The District shall establish and maintain an accurate medical record for each member who has the potential for occupational exposure to BBPs as follows (8 CCR 3204):

- (a) Member status regarding all required vaccinations
- (b) Results of TB skin tests

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(c) Copies of information regarding exposures

Medical records that are required by this policy are to be kept confidential and shall be retained for the duration of the member's employment with the District, plus 30 years (8 CCR 3204(d)(1)(A)).

Minimum Requirements

514.1 PURPOSE AND SCOPE

[This policy defines the minimum requirements prior to a member being approved to respond to medical incidents.](#)

514.2 POLICY

[It is the policy of the South Placer Fire District to ensure all members are adequately prepared prior to providing EMS service.](#)

514.3

[Before personnel are authorized to go on medical aids or auto accidents, the following must be met.](#)

1. [Checked off to respond to fire calls](#)
2. [Completed Intake paperwork to include medical forms, vaccination forms or declinations, LMS.](#)
3. [Provided and fit tested for SCBA mask and sized for an N95 filter mask.](#)
4. [Provided a Fanny Pack \(complete with PPE\)](#)
5. [Possess at a minimum a valid Emergency Medical Technician card recognized by the California Emergency Medical Services Authority](#)
6. [Paramedics must meet all criteria required by Sierra-Sacramento Valley to accredit prior to working as a solo medic See attachment: Paramedic-Initial-Accreditation-Application-Instructions.pdf](#)
7. [Possess a valid American Heart Association BLS Cardiopulmonary Resuscitation Card or equivalent approved by Sierra-Sacramento Valley Emergency Medical Services Authority](#)
8. [Complete SPFD new employee training See attachment: Apprentice 5 Call Record.pdf See attachment: Apprentice ambulance check off.pdf See attachment: Ambulance Drivers Training Record.pdf](#)
9. [Have a working knowledge of all BLS equipment on the ambulance](#)
10. [Demonstrate competency of all skills in the EMT Skills Competency Verification Form \(EMSA – SCV \(01/17\)\) See attachment: Skills-Form-7.1.17.pdf or be an accredited paramedic in S-SV](#)

514.4 SECTION TITLE

[It is the Station Captain's responsibility to ensure that all the station personnel have completed these items before they are allowed to respond to medical incidents.](#)

Attachments

Paramedic-Initial-Accreditation- Application-Instructions.pdf

JIM HOLMES
JPA BOARD CHAIRPERSON



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S-SV EMS Paramedic Initial Accreditation Application Process

- Go to www.ssvems.com, click on the 'Application Center' link in the top ribbon and scroll down to the 'Paramedic Initial Accreditation' box. Click on the 'Initial Accreditation Application' link and enter the appropriate information to complete the application (the application is **NOT** printable).
- **All applicants** must attach to the online application or submit copies of the following:
 - Current California State Paramedic License.
 - Current U.S. state-issued Driver's License or photo ID.
 - Verification of one of the following.
 - Current paramedic accreditation from another California local EMS agency; or,
 - Successful completion of a paramedic training program field internship conducted in the S-SV EMS region within the previous six (6) months; or,
 - Successful completion of a supervised field evaluation consisting of a minimum of five (5), but no more than ten (10), ALS contacts conducted in the S-SV EMS region within the previous 60 days.
- Successfully complete an S-SV EMS paramedic accreditation class and pass a policy/protocol examination with a minimum score of 80%. If the examination is failed twice, the individual will be required to repeat the paramedic accreditation class prior to re-testing.
- Pay the accreditation fee online (Select the "Add to Cart" button at the bottom of the confirmation page), or in person, with a debit/credit card. The \$104.00 fee is non-refundable (includes a \$4.00 electronic processing fee), or \$100.00 if paying with a Money Order (made out to the S-SV EMS Agency).
- Email your supporting documents or questions to info@ssvems.com. You may also mail or deliver your documents to (or come fill out the application in person):

Sierra-Sacramento Valley EMS Agency
535 Menlo Drive, Suite A
Rocklin, CA 95765

Apprentice 5 Call Record.pdf

Apprentice 5 Call Record

Apprentice Name: _____

Date	Run #	Hospital Transported to	On duty Apprentice initials

Apprentice ambulance check off.pdf

South Placer Fire District

Apprentice Ambulance Check off

Apprentice Name: _____

This document is intended to serve as a beginning verification of knowledge, skills and abilities for the apprentice when it comes to working around the station and responding to calls. All items on this document must be completed before an apprentice can work. Topics that have an “n/a” in the first taught section, the instructor only needs to show the apprentice. Topics that have an “n/a” in the able to perform section means they will demonstrate knowledge on the written test. Those topics that have an * before the topic must be both taught and have the candidate able to perform at a later date. All training performed must be entered into Zoll. Keep required written materials (evaluations, driver’s training times and 5 call record) with this document.

Topic	Date/initial First taught	Date/initial able to perform
Station familiarity: Tour the station and grounds; door combination where things are located and stored, including but not limited to: day room, kitchen, captain’s office, front office, chiefs offices, training room, training tower, training shed, shops, wood room, EMS and fire store rooms, EMS cabinets, weight room, sleeping quarters, yard tool storage, booklets and binders, daily work schedule, computer log in and navigate, etc.	n/a	
Personnel familiarity –name the following: Board of directors, All chiefs (what are their I.D. #s and what are they in charge of i.e. operations, etc.), front office staff, shop, line personnel –include shift and station. Hand written document in scalar(?) format required for “ability to perform” initial.		n/a
Policy Manual: Read the policy manual and demonstrate how to look up policies.		n/a
Station locations: Know where each station is located including its address and station phone number		n/a
Apprentice duties: By 0800 –PPE check and placed on the medic, raise the flag, equipment and medic check, ice down the coolers. After 0800 – assist with daily and weekly work, cooking and clean up duties. Other duties as assigned.	n/a	

<p>*Ambulance operation: Be able to do the following on both medic units.</p> <ul style="list-style-type: none"> • Start the engine under normal and emergency power • Identify and operate lights and siren • Add fuel and D.E.F. if required (Reserve medic) • Identify warning lights and indicators • Know what “Regen” is and how to do it if required (Reserve medic) • Know where the lock and unlock buttons are and how to use them. • Know how to bring up a call to get times and run # on the MDC • Perform an 0800 and weekly on the medic (make a copy of the weekly and keep it with this document) 		
<p>*Ambulance Inventory and Use: Be able to do on both medic units as necessary.</p> <ul style="list-style-type: none"> • Have a working knowledge of the ambulance inventory inside and outside compartments (will need to demonstrate when ready). Additionally, participate/perform weekly inventory and keep a copy of the paperwork with this document • Be able to change the main O2 cylinder(s) • Be able to refill the portable O2 cylinders and change bottles as needed • Perform the following skills: Heart monitor operation (vitals, 4 lead, 12 lead, patient info set up, transmit and hospital select, code summary, pulse ox, CO2 detection, changing BP cuffs), set up nebulizer treatment, BVM to nebulizer, ET tube set up, King-tube I-Gel set up, IO set up, traction splinting, K.E.D. application, back boarding, other skills not listed. • Gurney operations: Loading/unloading, raising and lowering, locking in place, placing patient in the shock position, trouble shooting in power loss mode. • Stair chair operations: securing the patient, lowering down stairs, placing unit back in service. • MCI bag and triage tags – location and use 		
<p>*Radios: Be able to do the following:</p> <ul style="list-style-type: none"> • Mobile (including med net) - identify components and what they do (knobs and buttons), power on, adjust volume, change channels, scan, change groups, select tones. • Portable VHF – identify components and what they do, power on/volume control, change channels, scan, priority, lo/hi, change groups, create command bank, clear command bank, lock controls, identify the clone groups, remove/ put on the mic. • Portable 800 – identify components and what they do, 		

<p>power on/volume control, change channels, change group, scan, emergency button (don't touch! Emergency only)</p> <ul style="list-style-type: none"> • Demonstrate how to talk on the radio using clear text 		
<p>Area Familiarization: Demonstrate knowledge of the main roads in our district, Trailer parks, Schools, Commercial complexes, F.L.S.P. (including the main beach, horse arena, Doton's point, Beeks bite, 5%, Beal's point beach and campground, boat ramps. Demonstrate the ability to use the map book. Written evaluation to be kept with this document.</p>		n/a
<p>Hospital Locations: Give two ways to get to SRMC, Kaiser Roseville, Mercy Folsom, Mercy San Juan, UC Davis and Sutter Auburn Faith. Know the door codes for SRMC ad Kaiser Roseville</p>		n/a
<p>Ambulance Driving: 10 hours to include cone course, backing, street driving, freeway driving, parking lot driving, night time driving. Make every effort to get 2 hours of driving with the reserve ambulance. May be done in conjunction with doing a 5 call. Proficiency will be determined by the crew you are with when the 10 hours is completed. If deemed "Proficient" the paramedic will initial and date the able to perform box. Record the hours on the form provided and keep with this document.</p>	n/a	n/a
<p>5 Call: Go on 5 transports to the hospital. You may drive as long as the on duty apprentice or paramedic is riding up front with you and they are ok it. This is to get experience with patient care as an apprentice as well as getting the medic back in service. Document your calls on the form provided and keep with this document.</p>	n/a	n/a

Ambulance Drivers Training Record.pdf

Skills-Form-7.1.17.pdf



See attached for instructions for completion

This section is to be filled out by the EMT whose skills are being verified:

I certify that I have performed the below listed skills before an approved verifier and have been found competent to perform these skills in the field.

Name as shown on California EMT Certificate	EMT Certificate Number	Signature
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This section is to be filled out by an approved Verifier (see instructions for information on approved Verifiers).

By filling out this section the Verifier certifies that they have, through direct observation, verified that the above EMT is competent in the skills below.

Skill Verified	Verifiers Information	
1. Trauma Assessment (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
2. Medical Assessment (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
3. Bag-Valve-Mask Ventilation (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
4. Oxygen Administration (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
5. Cardiac Arrest Management w/ AED (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
6. Hemorrhage Control & Shock Management (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
7. Spinal Motion Restriction- Supine & Seated (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
8. Penetrating Chest Injury (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
9. Epinephrine & Naloxone Administration (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:
10. Childbirth & Neonatal Resuscitation (Signature of Verification)	Name of Verifier:	Date of Verification:
	Approval to Verify from:	Cert./License Info. of Verifier:



INSTRUCTIONS FOR COMPLETION OF EMT SKILLS COMPETENCY VERIFICATION FORM

1. A completed EMT Skills Verification Form (EMSA-SCV 01/17) is required for those individuals who are either renewing or reinstating their EMT certification. This verification form must accompany the application.
2. Verification of skills competency shall be accepted as valid to apply for EMT renewal or reinstatement for a maximum of two (2) years from the date of skill verification.
3. The EMT that is being skills tested shall provide their complete name as shown on their California EMT certification, the EMT certificate number and signature in the spaces provided.
4. **Verification of Competency**

Once skills competency has been demonstrated by direct observation of an actual or simulated patient contact, i.e. skills station, the individual verifying competency shall:

- a. Sign the EMT Skills Competency Verification Form for that skill.
 - b. Print their name on the EMT Skills Competency Verification Form for that skill.
 - c. Enter the date that the individual demonstrated the competency of the skill.
 - d. Provide the name of the organization that has approved them to verify skills.
 - e. Provide their certification or license type and number.
5. In order to be an **approved skills verifier** you must meet the following qualifications:
- a. Be currently licensed or certified as an EMT, AEMT, Paramedic, Registered Nurse, Physician Assistant, or Physician, and
 - b. Be approved to verify by:
 - EMT training program, or
 - AEMT training program, or
 - Paramedic training program, or
 - Continuing education providers, or
 - EMS service provider (including but limited to public safety agencies, private ambulance providers, and other EMS providers).

Equipment Identification

517.1 PURPOSE AND SCOPE

This policy aims to establish the requirements for identifying and marking District equipment.

517.2 POLICY

It is the policy of the South Placer Fire District to ensure accountability and identification of all EMS equipment in the District's inventory.

517.3 EMS EQUIPMENT

All South Placer Fire District EMS equipment shall be marked with the following:

South Placer Fire District and the individual unit number (i.e. M16 or E18) that the piece of equipment is assigned to. Some assets will also have a South Placer Fire District ID tag sticker with a barcode to assist with performing required checks in Vector Check It.

Marking equipment is intended to reduce loss at emergency scenes or at the hospitals.

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Community Facilities District Formation and Public Hearing

Action Requested: Staff recommends the second reading and adoption of the ordinance to form the South Placer Fire Protection District Community Facilities District 1.

Background: A Community Facilities District, or CFD, is a special financing district that provides a mechanism for funding specific facilities and services as granted by the Mello-Roos Community Facilities Act. In November, the Board adopted all required resolutions and conducted the first reading of the ordinance to form the South Placer Fire Protection District Community Facilities District No. 1.

Staff recommends the second reading and adoption of the ordinance to finalize the formation of the CFD.

Impact: Formation of the CFD

Attachments: Ordinance No 1. 2024/25 - Ordinance of the Board of Directors of the South Placer Fire Protection District, California, Authorizing the Levy of a Special Tax within the South Placer Fire Protection District Community Facilities District No. 1.

Mark Duerr
Fire Chief
South Placer Fire District

ORDINANCE NO. 01-2024/25

**ORDINANCE OF THE BOARD OF DIRECTORS OF THE SOUTH PLACER
FIRE PROTECTION DISTRICT, CALIFORNIA AUTHORIZING THE LEVY OF A
SPECIAL TAX WITHIN THE SOUTH PLACER FIRE PROTECTION DISTRICT
COMMUNITY FACILITIES DISTRICT NO. 1**

WHEREAS, the Board of Directors (the “Board of Directors”) of the South Placer Fire Protection District (the “District”), California, has initiated proceedings, held a public hearing, conducted an election and received a favorable vote from the qualified electors authorizing the levy of a special taxes in a community facilities district, all as authorized pursuant to the terms and provisions of the “Mello-Roos Community Facilities Act of 1982”, being Chapter 2.5, Part 1. Division 2, Title 5 of the Government Code of the State of California (the “Act”). This Community Facilities District is designated as South Placer Fire Protection District Community Facilities District No. 1 (the “CFD”).

The Board of Directors of the South Placer Fire Protection District, California, acting as the legislative body of the CFD, does hereby ordain as follows:

1. This Board of Directors does, by the passage of this ordinance, authorize the levy of special taxes within the CFD pursuant to the Rate and Method of Apportionment of Special Taxes as set forth in Exhibit “A” attached hereto (the “Rate and Method”), referenced and so incorporated.
2. The Fire Chief of the District is hereby authorized and directed each fiscal year to determine the specific special tax rate and amount to be levied for the next ensuing fiscal year for each parcel of real property within the CFD, in the manner and as provided in the Resolution of Formation.
3. The special taxes herein authorized, to the extent possible, shall be collected in the same manner as ad valorem property taxes and shall be subject to the same penalties, procedure, sale and lien priority in any case of delinquency as applicable for ad valorem taxes; provided, however, the CFD may utilize a direct billing procedure for any special taxes that cannot be collected on the County tax roll or may, by resolution, elect to collect the special taxes at a different time or in a different manner if necessary to meet its financial obligations.
4. The special taxes shall be secured by the lien imposed pursuant to Sections 3114.5 and 3115.5 of the Streets and Highways Code of the State of California, which lien shall be a continuing lien and shall secure each levy of the special tax. The lien of the special tax shall continue in force and effect until the special tax obligation is prepaid, permanently satisfied and canceled in accordance with Section 53344 of the Government Code of the State of California or until the special tax ceases to be levied by the Board of Directors in the manner provided in Section 53330.5 of said Government Code.

5. This Ordinance shall be effective thirty (30) days after its adoption. Within fifteen (15) days after its adoption, the Clerk of the Board of Directors or designee shall cause this Ordinance to be published in a newspaper of general circulation in the District pursuant to the provisions of Government Code Section 36933.

Enacted at a meeting of the Board of Directors of the South Placer Fire Protection District, California, held on the 11th day of December, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chairman of the Board of Directors

ATTEST:

Clerk of the Board of Directors

APPROVED AS TO FORM BY:

District Counsel

EXHIBIT "A"
THE SOUTH PLACER FIRE PROTECTION DISTRICT COMMUNITY FACILITIES
DISTRICT NO. 1
RATE AND METHOD OF APPORTIONMENT

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX
SOUTH PLACER FIRE PROTECTION DISTRICT
Community Facilities District No. 1
(Fire Services)

A Special Tax authorized under the Mello-Roos Community Services and Facilities Act of 1982 applicable to the land in the Community Facilities District No. 1 (the "CFD") of the South Placer Fire Protection District (the "District") shall be levied and collected according to the tax liability determined by the District through the application of the appropriate amount or rate, as shown below.

A. DEFINITIONS

"**Act**" means the Mello-Roos Community Services and Facilities Act of 1982, being Chapter 2.5, Part 1, Division 2 of Title 5 of the Government Code of the State of California, as amended, which authorizes the establishment of the CFD to finance: a) fire protection and suppression Services and Facilities; b) fire and emergency medical equipment; and c) other fire department operations, Services and Facilities provided by the District.

"**Accessory Dwelling Unit**" means any Assessor's Parcel of Developed Property for which a building permit has been issued by the County or Town for construction of a secondary dwelling unit with complete independent living facilities for one or more persons as defined by the County and/or Town, and shall not exceed 1,200 square feet.

"**Administrative Expenses**" means the actual or estimated costs incurred by the District to determine, levy, and collect the Special Taxes, including the proportionate amount of the salaries and benefits of District employees whose duties are directly related to administration of the CFD and the fees of Special Tax levy administrator, other consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the County tax rolls and any other incidental costs as determined by the District.

"**Age-Restricted Commercial**" means residential retirement communities or occupancies, as described in Section 51.3 of the Civil Code, which are restricted to adults or senior citizens only, but are owned and managed by a commercial entity that rents or leases residential units such as apartments or rooms to the aforementioned individuals. This includes properties classified by the County zoning ordinance definition of Medical Services-Hospital and Extended Care.

"**Age-Restricted Residential**" means residential retirement communities or occupancies, as described in Section 51.3 of the Civil Code, which are restricted to adults or senior

citizens only.

"Annual Escalation Factor" means an amount equal to the percentage increase during the preceding year as determined by the Consumer Price Index for All Urban Consumers (CPI), as published by the U.S. Department of Labor, Bureau of Labor Statistics, as reflected in the then-current April update, or if this index ceases publication, an equivalent index. In the event that the percentage change in the CPI is negative, the Annual Escalation Factor shall be 0%.

"Annual Special Tax" means the annual Special Tax, determined in accordance with Section E below to be levied in the CFD in any Fiscal Year on any Assessor's Parcel.

"Assessor's Parcel" means a lot or parcel shown in an Assessor's Parcel Map with an assigned assessor's parcel number.

"Authorized Services and Facilities" means those Services and Facilities listed in the Resolution of the Board of Directors of the South Placer Fire Protection District Declaration Intention to Establish the CFD.

"Base Year" means the Fiscal Year ending June 30, 2025.

"Building Area" means the total of the gross area of the floor surfaces within the exterior wall of the building constructed or to be constructed, including basements, garages, and enclosed patios, but not including covered public pedestrian circulation areas or unenclosed patio covers or other shelters.

"Board" means the Board of Directors of the South Placer Fire Protection District, acting as the legislative body of the District and the CFD.

"CFD" means South Placer Fire Protection District Community Facilities District No. 1 (Fire Services).

"CFD Administrator" means an official of the District, or designee thereof, responsible for determining and providing for the levy and collection of the Special Taxes.

"County" means the County of Placer, California.

"Developed Property" means all Assessor's Parcels subject to the Special Tax for which a building permit has been approved and recorded by June 1 of the prior Fiscal Year.

"District" means the South Placer Fire Protection District.

"Fire Protection Service and Facility Costs" means the estimated and reasonable costs of providing the Authorized Services and Facilities, including, but not limited to, a) the costs of contracting services; b) the costs of equipment, vehicles, ambulances, paramedics, fire apparatus, and supplies; c) the salaries and benefits of District staff that

directly provide fire suppression services, emergency medical services, fire prevention activities, and other services as defined herein, respectively; and d) District overhead costs associated with providing such Services and Facilities within the CFD.

"**Fiscal Year**" means the period starting July 1 and ending the following June 30.

"**High Hazard Non-Residential**" means Non-Residential property with a building occupancy determined to be a high hazard risk by National Fire Protection Association standards as identified by the Fire Chief or his or her designee.

"**Low Hazard Non-Residential**" means Non-Residential property with a building occupancy determined to be a low hazard risk by National Fire Protection Association standards as identified by the Fire Chief or his or her designee.

"**Maximum Special Tax**" means the maximum Special Tax, determined in accordance with Sections B and C below that can be levied in the CFD in any Fiscal Year on any Assessor's Parcel.

"**Multi-Family Residential**" means any Assessor's Parcel of Developed Property for which a building permit has been issued by the County or Town for construction of a structure with more than one Residential Unit. This category includes but is not limited to apartment buildings, condominiums, duplexes, triplexes, fourplexes, or mobile homes.

"**Non-Residential**" means all Assessor Parcels of Developed Property for which a building permit has been issued by the County or Town for the construction of one or more units not classified as residential property.

"**Single-Family Residential**" means any Assessor's Parcel of Developed Property for which a building permit has been issued by the County or Town for construction of at least one single family residential unit and is not Multi-Family Residential. This category includes detached Age-Restricted Residential properties.

"**Special Tax**" means the Special Tax to be levied, in each Fiscal Year, on Taxable Parcels, pursuant to Sections B, C, and D below.

"**Special Tax Requirement**" means the amount required in any Fiscal Year for the CFD to: a) pay for Fire Protection Service and Facility Costs; b) pay for reasonable Administrative Expenses; c) pay any amounts required to establish or replenish any reserve funds; and d) pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year.

"**Square Foot**" means the measured square footage of Building Area.

"**State**" means the State of California.

"**Residential Unit**" or "**Residential Units**" means each separate residential dwelling unit

on an Assessor's Parcel that comprises an independent facility capable of conveyance or rental as distinct from adjacent residential dwelling units.

"Taxable Parcel" means any Parcel that is not exempt from Special Taxes as defined within this Rate and Method of Apportionment of Special Tax.

"Tax-Exempt Property" means any Parcel within the CFD which is not Developed or Undeveloped Property, and includes property owned or operated by a public agency or exempted for some other reason.

"Town" means Town of Loomis, California.

"Undeveloped Property" means any Assessor's Parcel which is Zoned for any use, is not Tax-Exempt Property, and for which no building permit has been approved and issued by June 1 of the previous Fiscal Year.

"Unit" means any separate residential dwelling unit in which a person or persons may live, which comprises an independent facility capable of conveyance separate from adjacent residential dwelling units and is not considered to be for commercial or industrial use.

"Zoned" means use, zoning, allowed or designated on the applicable General Plan, Specific Plan, or Community Plan which the County and/or Town utilizes and relies upon for planning purposes and for the approval of development.

B. CALCULATION OF MAXIMUM SPECIAL TAX

The Maximum Special Tax shall be calculated as follows:

1. Classification of Parcels. Each Fiscal Year, using the Definitions above and the parcel records of the County Assessor's Secured Tax Roll of July 1, the District shall cause each parcel of land in the CFD to be classified as Developed Property, Undeveloped Property, or Tax-Exempt Property. The District shall cause all Developed Property to be further classified as Single Family Residential, Multi-Family Residential, Accessory Dwelling Unit, Age-Restricted Commercial, Non-Residential, Low Hazard Non-Residential, and High Hazard Non-Residential.

2. Assignment of Maximum Special Tax. Each Fiscal Year, the Base Year Maximum Tax Rates shown below shall be escalated as specified in Section C, Annual Adjustment of Maximum Special Tax, to determine the Maximum Special Tax Rate for the upcoming Fiscal Year.

Parcel Classification	Base Year Maximum Tax Rate
Single Family Residential	\$0.15 per Square Foot
Multi-Family Residential	\$150 per Unit
Accessory Dwelling Unit	\$0.15 per Square Foot
Age-Restricted Commercial	\$300 per Unit
Non-Residential	\$0.15 per Square Foot
Low Hazard Non-Residential	\$0.10 per Square Foot
High Hazard Non-Residential	\$0.30 per Square Foot
Tax-Exempt Property	\$0

3. Conversion of a Tax-Exempt Property to a Taxable Property. If a Tax-Exempt Property is not needed for public use and is converted to private use, it shall become subject to the Special Tax.

C. ANNUAL ADJUSTMENT OF MAXIMUM SPECIAL TAX

Beginning on July 1, 2025 and each July 1 thereafter, the Maximum Special Tax shall be adjusted by the Annual Escalation Factor.

D. CALCULATION OF THE ANNUAL SPECIAL TAX

Commencing with Fiscal Year 2024-25, and for each subsequent Fiscal Year, the Board shall determine the Special Tax Requirement and shall levy the Annual Special Tax on each Assessor's Parcel of Developed Property to fund the Special Tax Requirement. The Board shall not levy an Annual Special Tax on 1) Undeveloped Property or 2) Tax-Exempt Property. Subject to the foregoing, the amount of Annual Special Tax levied upon any Developed Property in any Fiscal Year shall not exceed the Maximum Special Tax for such Fiscal Year as computed herein.

E. DURATION OF THE SPECIAL TAX

Assessor's Parcels in the CFD shall remain subject to the Special Tax in perpetuity. If the Special Tax ceases to be levied, the District or its designee shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished. The Special Tax may not be prepaid.

F. APPEALS AND INTERPRETATION PROCEDURE

The Board reserves the right to make minor administrative and technical changes to this document that do not materially affect the rate and method of apportioning the Maximum Special Tax Rates. In addition, the interpretation and application of any section of this document shall be at the Board's discretion.

Any property owner who feels that the portion of the Special Tax levied on the subject property is in error may file a written appeal no later than April 10 of the Fiscal Year in which the levy occurred, with the Fire Chief or his or her designee, appealing the levy of the Special Tax on the subject property. The Fire Chief or his or her designee will promptly review the appeal, and, if necessary, meet with the applicant and decide the merits of the appeal. If the findings of the Fire Chief or his or her designee verify that the Special Tax levied should be modified, the Special Tax levy for future Fiscal Years shall be corrected, and a credit against future Special Taxes shall be arranged, if applicable. Any overcharges shall be corrected solely by means of adjustments to future Special Tax levies; no cash refunds shall be made.

Any dispute over the decision of the Fire Chief or his or her designee shall be referred to the Board and the decision of the Board shall be final. Interpretation may be made by resolution of the Board for purposes of clarifying any vagueness or uncertainty as it relates to the application of the Special Tax rate or the method of apportionment or the classification of properties or any definition applicable to the CFD.

G. COLLECTION OF THE SPECIAL TAX

The Special Tax shall be collected each year in the same manner and at the same time as *ad valorem* property taxes are collected and shall be subject to the same penalties and lien priorities in the case of delinquency as is provided for *ad valorem* taxes. The District shall cause the actions required above to be done for each Fiscal Year in a timely manner to assure that the schedule of the Special Taxes to be collected are received by the County Auditor for inclusion with billings for such *ad valorem* taxes for the applicable Fiscal Year.

The District may directly bill the Special Tax, may collect the Special Tax at a different time or in a different manner if needed to meet the financial obligations of the District, and may collect delinquent Special Taxes through foreclosure or other available methods.

H. ANNEXATION OF TERRITORY

Any territory within the District has been identified as the future annexation area of the CFD. Any territory to be annexed to the CFD shall, in addition to payment of Special Taxes at the rate set forth above, may subject to payment of any costs incurred by the District in conducting the annexation process.

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Apprentice Firefighter Contract:

Action Requested: Staff recommends discussing an amendment to the apprentice contract to provide funding for paramedic school

Background: Fire services across the United States struggle to find qualified and trained personnel. South Placer, like many local organizations, faces these struggles daily. One of the reasons the District started an apprentice program many years back was to develop a pipeline of qualified applicants. In the same vein, Staff recommends we expand the training portion of the apprentice program to address the largest deficit in qualified applicants, paramedic school by providing a one time stipend of up to \$5,000 for paramedic training.

The program would work by requiring an apprentice to petition the District to attend an accredited paramedic training program after being employed for six months with the fire district. With approval from the District and acceptance into a program, the apprentice would be given the first half of (\$2,500) of the stipend to attend training. Once the apprentice completes the program (completion of paramedic ride time through the school), the apprentice would be given the balance of the stipend up to no more than \$5,000 total. If the program costs are less than \$5,000, the apprentice would be reimbursed for the actual cost. If the amount of the program exceeds \$5,000, the apprentice would be given the maximum stipend of \$5,000. If the apprentice fails the program, the District will not try to recover the first half of the money, but will also not pay out the second half.

The goal of the apprenticeship is to train interested personnel for a job in the fire service. We believe this is the next logical step in making sure apprentices are ready for a job in the fire service and building a training and hiring pipeline for those apprentices who would like to continue their careers with the South Placer Fire District.

Impact: Improved hiring prospects at a cost of an additional \$5,000 per apprentice.

Attachments: Draft apprentice contract.

Mark Duerr
Fire Chief
South Placer Fire District

SOUTH PLACER FIRE PROTECTION DISTRICT
APPRENTICE FIREFIGHTER CONTRACT

This Employment Contract (“Contract”) is by and between the
SOUTH PLACER FIRE PROTECTION DISTRICT, hereafter referred to “DISTRICT,” and
XXX,
hereafter referred to as “APPRENTICE”.

I. EMPLOYMENT

A. Employment is “At-Will”

1. APPRENTICE is an at-will, unrepresented employee of the DISTRICT. APPRENTICES are not covered by a Memorandum of Understanding (MOU). The APPRENTICE position is designed to provide career development opportunities in the fire service.
2. The APPRENTICE position is a full-duty shift assigned position with a limited term of two years.
3. Either APPRENTICE or DISTRICT may terminate this Contract, at any time, by giving written notice to the other. No cause or reason is required.
4. Once written notice of termination is given, APPRENTICE shall have no additional employment rights with the DISTRICT.

B. Duties and Responsibilities

1. See Policy Number 1191 for a statement of duties and responsibilities.
2. APPRENTICE shall maintain required training requirements set forth by the District Training Division.

II. COMPENSATION

A. APPRENTICE shall receive an hourly rate of pay in accordance with the current salary schedule approved by the BOARD OF DIRECTORS.

B. In addition to the hours from the APPRENTICE’s assigned shift, the hourly rate shall also apply when he/she:

1. Participates on calls as “extra help”. Hourly rate applies only when the call time exceeds the Volunteer Pay amount.
2. Overtime will be compensated on a 24 day FLSA work cycle.

C. APPRENTICE shall be paid the hourly rate for a minimum of one hour, and thereafter in 15 minute increments.

D. APPRENTICE shall be paid in accordance with regularly scheduled DISTRICT pay periods.

E. Each APPRENTICE upon initial employment shall be provided with a Class B uniform as listed below.

1. The employee shall be provided with one uniform including boots and excluding a Class B jacket. After one year of service, each member will be reimbursed up to \$200 for additional uniform needs.
2. If in the event an employee's uniforms/boots are damaged beyond repair, the district will purchase a replacement.

F. See Policy Number 1029 for a description of uniform requirements.

III. OPTION TO LIVE AT STATION

A. With approval from the Deputy Fire Chief an Apprentice may live at Station XX.

IV. BENEFITS

- A. Retirement: APPRENTICE shall be enrolled in the Public Employees Retirement System (PERS). APPRENTICE shall pay the employee contribution of 6.25% per accordance with PEPRG G.C. 7522.34 .
- B. Paid leave: APPRENTICE shall be eligible for 33.6 hours per year sick leave, as required by law. Apprentice not eligible for any other paid leave including vacation, holiday, and CTO leave.
- C. Insurances: APPRENTICE shall receive \$100.00 per month paid towards health insurance upon enrollment into a district offered health plan or upon proof of medical enrollment. APPRENTICE shall not receive a DISTRICT contribution for dental, or vision insurance.
- D. Workers Compensation: APPRENTICE shall be covered by DISTRICT's workers' compensation insurance policy as required by law.
- E. Paramedic School: After six (6) months of employment, APPRENTICE is eligible to apply for up to a maximum reimbursement of \$5000 for enrollment and successful completion of paramedic school. One half (\$2500) is available upon enrollment in an accredited Paramedic training program, and the other half (\$2500) will be paid upon the successful completion of the program. If the program costs exceed \$5000, the balance of the expense will be the responsibility of the APPRENTICE. If program costs are less than \$5000, the DISTRICT will reimburse up to the actual cost but not more than a total of \$5000.

V. OUTSIDE EMPLOYMENT

A. APPRENTICE may undertake outside employment provided it does not conflict with his/her assigned shift.

VI. GENERAL PROVISIONS

- A. This Contract is the full and complete Contract between the parties. It can be changed or modified only in writing, signed by the parties or their successors in interest.
- B. If any provision of this Contract is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Contract which can be given effect without the invalid provisions shall continue in full force and effect and shall in no way be impaired or invalidated.

SOUTH PLACER FIRE PROTECTION DISTRICT

By:

Mark Duerr, Fire Chief

Date: _____

By:

Apprentice Firefighter

Date: _____

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: THURSDAY, DECEMBER 05, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: District Strategic Planning

Action Requested: Staff recommends discussion and acceptance of the strategic plan.

Background: After the development and adoption of the District Master Plan, the next step in the planning process is developing the District strategy plan. The Board approved this process and an outside consultant, AP Triton, was engaged to assist with the planning process. With their intimate understanding of the District due to their participation in the Master Plan and the county-wide Municipal Service Review (MSR) for fire service, AP Triton was a great partner to have assistance.

The process started with a survey shared with all District and community members, allowing all to share their input and insight. From there, an invitation was extended to all District and Board members to assist with this process. Nineteen District members from all ranks, both L522 labor groups, and a member of the Board spent two and half days working to develop the plan for the next five years. With facilitation by AP Triton, the process was driven by the organization's body and represents the focus areas over the next five years. Staff is excited to present this plan to the Board for acceptance as the work plan for the organization over the next five years.

Impact: Organizational Change/Informational

Attachments: The Strategic Plan is available as an addendum to the Board packet on the District's website.

Mark Duerr
Fire Chief
South Placer Fire District

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: South Placer Fire District Policy Updates:

Action Requested: Staff recommends a first reading and discussion of the proposed policy updates.

Background: With the recent changes to operations and the Board's goal of updating and consolidating the District Policy Manual, staff presents the following policies for review and approval:

Impact: Policy update.

Attachments: Proposed policies:

<u>Number</u>	<u>Policy</u>	<u>Adopted Date</u>
501	Medical supplies	New
502	Patient Refusal	New
506	EMS Training	New
518	EMS Continuous Quality Improvement	New

Mark Duerr
Fire Chief
South Placer Fire Protection District

Medical Supplies and Minimum Inventories

501.1 PURPOSE AND SCOPE

This policy aims to establish a Periodic Automatic Replenishment (PAR) level system for medical supply inventories for the safety and welfare of patients and employees. Adequate PAR levels for ordering medical supplies assist with budgeting and waste management. Adherence to this policy is intended to prevent the depletion of protective supplies for employees and supplies for the treatment of patients while reducing costly inventory overstock and the inability to obtain critical supplies.

For controlled medications, see the Controlled Substance Accountability Policy [505](#).

501.2 POLICY

It is the policy of the South Placer Fire District to use a PAR level system for medical supply inventories. [All supply inventories will be maintained at Station 17 in the EMS Supply Closet or within station EMS Cabinets. All supplies will be ordered by the EMS Supply Manager or Division Chief of EMS after consulting with the designated Supply Manager.](#)

501.3 PROCEDURES

The PAR level should be based on normal inventory usage for two weeks at [all career stations and four weeks at reserve](#) stations. The PAR level should include all medical supplies maintained in fire stations and carried on units, except controlled substances. [For controlled substances, see Policy 505 Controlled Substance Accountability.](#)

- (a) [All units will be checked daily to ensure operational readiness. These checks should include visual inspections to ensure equipment is present in minimum quantities as established by SSV, clean, and operational.](#)
- (b) [A monthly ALS Inspection will be completed for each ALS Unit and fire station EMS supply cabinet to verify expiration dates on medications and soft goods. This will allow the EMS Supply Manager to place orders before medications and equipment expire and restock SPFD Units prior to those expiration dates.](#)
- (c) [Monthly Inspections will be performed using Vector Solutions Check It Module.](#)
- (d) [A paper form has been attached to help guide you through the process. See attachment: SPFD Monthly ALS Inspection.pdf](#)
- (e) [Inspections will be conducted on the third Wednesday of the month and listed in the OPS Calendar. This will allow time to order equipment and replenish expiring stocks prior to the end of the month.](#)
- (f) [The following items will be inspected and documented within the Check It Module:](#)
 1. [All medications to include the expiration date and quantity on hand.](#)
 2. [A monthly glucometer check with a high / low test.](#)

South Placer Fire District

SPFD Policy Manual

Medical Supplies and Minimum Inventories

3. [A monthly LUCAS check to make sure all supplies are present and the Transmit Button has been pushed.](#)
4. [A monthly check to ensure all iGels, and IO Needles are not expired.](#)
5. [A review of the Vector Narcs Log to make sure it is up to date.](#)
6. [A check to make sure there is no Biohazard Waste to drop off at Station 17.](#)
- (g) [The EMS Supply Manager will review monthly reports and replenish supplies as necessary.](#)
- (h) [Units requiring resupply shall obtain the supplies from Station 17 and document what they have obtained within Vector Check It by transferring the equipment to their unit and logging the items in the Medical Supply log book.](#)

~~A delivery schedule for supplies should be created and distributed to all stations one month in advance. The delivery should be rescheduled if a scheduled delivery date falls on a holiday or furlough day.~~

501.3.1 PARAMEDIC FACILITIES

~~Facilities with one or more fully staffed paramedic units should order medical supplies for all units assigned to the facility. They should schedule delivery at the same time, as follows:~~

- (a) ~~On the day before a scheduled delivery, an inspection of the medical supplies of the entire facility and the units should be conducted.~~
- (b) ~~Expiration dates on existing inventory should be checked, and all supplies and medications due to expire during the next 30 days should be ordered to prevent shortfalls before the next delivery (See the Controlled Substance Accountability Policy regarding expired drugs).~~
- (c) ~~Complete an Advanced Life Support (ALS) delivery order form to bring the inventory to the PAR level and post the form at a specified delivery location or as the supplier requires. The supplier should include a new ALS delivery order form when delivering making a delivery, or picking up an order form. Use only original ALS delivery order forms from the supplier. Photocopies should not be used.~~
- (d) ~~If no supplies are needed, a zero-order call or fax should be made to the supplier to indicate that an order was not lost or forgotten.~~
- (e) ~~Upon delivery of medical supplies, the receiving member should reconcile the delivered supplies with the packing slip and immediately alert the supplier of any discrepancies.~~
- (f) ~~When putting medical supplies away, any items with expiration dates should be stored so that older supplies are used first.~~

Medical Supplies and Minimum Inventories

501.3.2 PARAMEDIC ASSESSMENT UNIT

~~Facilities with one or more paramedic assessment and basic life support units should order medical supplies as follows:~~

- ~~(a) On the delivery date, a visual inspection of the medical supply inventory should be conducted. When inspecting the medical supply inventory, expiration dates on existing inventory should be checked. Supplies that expire soon should be ordered in advance to prevent a shortage.~~
- ~~(b) Medications with pending expiration dates should be exchanged with an ALS unit.~~
- ~~(c) Do not obtain supplies on a one-for-one exchange from non-district units.~~
- ~~(d) A BLS order form should be completed to bring inventory to PAR levels.~~
- ~~(e) One BLS order form per facility should be completed. When possible, the BLS order form should be completed and posted at the designated location prior to the delivery date. This will reduce the potential of missing a delivery. The order should include all medical supplies needed for all units at the facility.~~
- ~~(f) The supplier should include a new BLS order form when making a delivery or picking up an order form. Use only original BLS order forms delivered by the supplier. Photo copies should not be used.~~
- ~~(g) Upon delivery of medical supplies, the receiving member should reconcile the delivered supplies with the packing slip and immediately alert the supplier of any discrepancies.~~
- ~~(h) When putting medical supplies away, any items with expiration dates should be stored so that older supplies are used first.~~

501.3.3 MEDICATIONS

The following guidelines should be observed with regard to medication storage, security, distribution and disposal:

- (a) Only district paramedics ~~members~~ who have received medication distribution training may handle and distribute medications.
- (b) Medications shall be kept secure from unauthorized handling or use. No medications shall be sent via the district mail system.
- (c) All medications should be inventoried daily by the designated paramedic for each facility.
- (d) All medications should be kept in their original packaging.
- (e) All medications shall be protected from high temperatures by utilizing shaded areas for prolonged parking of vehicles.
- (f) Medication packaging shall be protected to ensure the integrity of the medication and that the lot numbers and expiration dates are legible.

Medical Supplies and Minimum Inventories

- (g) Medications with expiration dates indicating only a month and year, shall be removed from the inventory on the last day of the month shown.
- (h) Out-of-date medications should be exchanged for current medications.
- (i) The [Division Chief of EMS](#) ~~Emergency Medical Services (EMS) supervisor~~ should provide direction to members regarding the disposition of medications that are subject to product alerts or recalls.

501.4 SUPPLY OVERSTOCK

~~Overstock should be returned to the supplier. Items should be properly packaged and labeled. A written list of items being returned should be attached to the box or container with the returned items. Do not return individual items that are normally supplied as units in a case, bottle or box.~~

501.5 BACK-ORDERED SUPPLIES

If the supplier is unable to fill an order, the supplier may indicate that the supply is back-ordered. [Check with the EMS Supply Manager to determine when restock will become available.](#) Do not continue to order items that are on back-order. Any questions concerning back-ordered supplies should be directed to the supplier. If the needed items cannot be obtained in the normal manner, contact the EMS [Division Chief](#) ~~supervisor~~ .

Patient Refusal of Pre-Hospital Care

502.1 PURPOSE AND SCOPE

This policy establishes guidelines to be followed any time a patient refuses pre-hospital emergency medical evaluation, care and/or transport.

502.1.1 DEFINITIONS

Definitions related to this policy include:

Competent - The patient can understand the circumstances surrounding their illness or impairment and the risks of refusing treatment or transport. The patient is alert, and their judgment is not significantly impaired by illness and/or injury. Mental illness, drugs, alcohol intoxication, or physical/mental impairment may significantly affect a patient's competence. Patients who have attempted suicide or verbalized suicidal intent, or if other factors lead pre-hospital care personnel to suspect intent, should not be considered competent.

Emancipated minor - An individual under the age of 18 years who is married, on active duty in the military, or is 14 years or older and emancipated by a declaration of a court.

EMT- The title Emergency Medical Technician includes the following levels of certification and/or licensure: EMT-B, Advanced EMT, EMT-II, or EMT- Paramedic

Mental health hold or 5150 hold - A patient who is held against their will for evaluation because the patient is a danger to themselves or others and/or is gravely disabled or unable to care for themselves (Welfare and Institutions Code § 5150). This hold may be written by a law enforcement officer, a county mental health worker, or an emergency room physician certified by the county to place an individual on a 5150 hold.

Patient - A person who meets any one of the following criteria:

- Has a chief complaint
- Has obvious symptoms or signs of injury or illness
- Has been involved in the event that the average first responder would reasonably believe could cause an injury
- Appears to be disoriented or to have impaired psychiatric function
- Has evidence of suicidal intent
- Is deceased

Patient not requiring transport or release at the scene - A patient who, after an Emergency Medical Technician (EMT) assessment, does not appear to have a medical problem that requires the immediate treatment and/or transportation capabilities of the Emergency Medical Services (EMS) system.

Patient refusing medical care against medical advice (AMA) - A competent patient who is determined by an EMT or base hospital to have a medical problem that requires the immediate

Patient Refusal of Pre-Hospital Care

treatment and transportation capabilities of the EMS system but who declines medical care despite being advised of their condition and the risks and possible complications of refusing medical care.

502.2 POLICY

It is the policy of the South Placer Fire District that a Pre-Hospital Care Report (PCR) and a patient release form be completed any time a patient refuses emergency medical evaluation, care and/or transportation.

502.3 PROCEDURE

In the pre-hospital setting of the sick and injured patient, these guidelines may be interpreted and applied broadly. The EMT should err on the side of providing patient care, even if the patient is later found to have been competent to refuse care. Patients likely to have a serious medical problem should be evaluated more carefully for their decision-making capacity.

- (a) A competent adult or an emancipated minor has the right to determine the course of his/her own medical care and shall be allowed to make decisions affecting his/her medical care, including the refusal of care.
- (b) Spouses or relatives, unless they are a legal representative, cannot necessarily consent to the refusal of care for their spouse or relative. They may provide insight into what an incompetent relative would desire and may be used as surrogates for decision-making after an incompetent patient enters the hospital. Patients less than 18 years old must have a parent or legal representative present to refuse evaluation, medical care and/or transport unless they are an emancipated minor. The parent or legal representative must be competent to make this decision. If the parent or legal representative's decision seems to grossly endanger the minor, or the parent or legal representative does not appear to be competent, the EMT should make contact with the base hospital for further guidance.
- (c) The EMT must evaluate and document the patient's ability to comprehend and whether his/her ability to do so is impaired by the medical condition. The EMT should assess the patient with particular attention to:
 - 1. The patient's complaint or the reason for the call.
 - 2. Any important circumstances surrounding the call for assistance.
 - 3. Significant patient medical history.
 - 4. Complete physical assessment, including vital signs and mental status.
 - 5. Signs of drug and/or alcohol use/intoxication and physical or mental conditions affecting judgment, such as injury, developmental disability or mental illness. Examples of conditions affecting the patient's decision-making capacity include, but are not limited to, a significantly altered level of consciousness or blood pressure, hypoxia or severe pain.
- (d) The EMT should establish to the best of his/her ability what treatment the patient requires and the potential risks/consequences if the patient refuses care, and should communicate to the patient the benefits and risks of the proposed medical care or transport.

Patient Refusal of Pre-Hospital Care

- (e) If the patient refuses treatment or transport and the EMT believes the patient is competent, the EMT should make reasonable efforts to ensure that the patient understands the risk and consequences of refusing medical attention and to understand why the patient is refusing care. The EMT should present to the patient alternatives to obtaining care, transport or modification of services offered, and attempt to overcome the patient's objections, if reasonable. Any evaluation, including base hospital contact, should be thoroughly documented for conditions the EMT believes are potentially serious.
- (f) The base hospital should be contacted regarding any patient exhibiting symptoms meeting the base hospital criteria for treatment and transport. If the patient refuses treatment and/or transport and there is some question on the part of field personnel as to the capacity of the patient, base hospital consultation should be obtained prior to leaving the scene.
- (g) A patient who meets the criteria for release at the scene may be released by an EMT. However, the patient should be advised, if applicable, to seek alternate medical care. If the patient requires additional medical advice, the base hospital should be contacted.
- (h) When a patient exhibits signs of being a danger to him/herself or others, is gravely disabled or cannot care for him/herself and cannot be treated and/or transported, the EMT should notify the proper authorities to obtain a 5150 hold. The EMT should remain with the patient until the proper authorities have made a determination regarding the hold. Patients on a 5150 hold cannot be released at the scene.
- (i) If the base hospital and/or the EMT determine that the patient is not competent to refuse evaluation or transport, the following alternatives exist:
 - 1. The patient should be transported to an appropriate facility under implied consent. In this case a 5150 hold is not necessary.
 - 2. If the base hospital determines it is necessary to transport the patient against his/her will and the patient resists or the EMT believes the patient will resist, the EMT shall call for law enforcement assistance in transporting the patient. Law enforcement may consider the placement of a 5150 hold on the patient but a 5150 hold is not required for transport.
 - 3. At no time are members to put themselves in danger by attempting to transport or treat a patient who refuses treatment. At all times, good judgment should be used and appropriate assistance obtained.

[S-SV 850 Refusal Of EMS Care](#)

502.4 DOCUMENTATION

The EMT should document the following for all patients who refuse medical care AMA:

- (a) All relevant patient medical history and assessment
- (b) A description of the patient that clearly indicates his/her decision-making capacity
- (c) Reasons given why the patient refused care, treatment or transport

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- (d) A statement that the patient was advised of the risk/consequences of refusing medical attention and that he/she acknowledged understanding those risks
- (e) Any alternatives that were presented to the patient
- (f) A description of base hospital contact, including information given and received

After advising the patient and any associated witnesses concerning the consequences of refusing medical care, the EMT should obtain the signature of the patient and one witness on the patient release form. Preferably the witness should be a member of the patient's family, if available at the scene.

If the patient is a minor, the parent or legal guardian should sign the patient release form.

If the patient refuses to sign the patient release form, that fact should be documented on the form. The release should include the district-specific incident number, the signature of the field personnel and that of any witnesses.

A PCR for a patient refusing care shall be reviewed by the EMS supervisor to ensure compliance with this policy. The patient release form should be attached to the ePCR and submitted to S-SV for review.

EMS Training, Certificate, and Licensure Renewal

506.1 PURPOSE AND SCOPE

The purpose of this policy is to establish a training program to ensure district members have the skills and knowledge to perform CPR and other life saving measures -when necessary (Health and Safety Code § 1797.182).In order to meet the operational objectives of the EMS Division, the South Placer Fire District will provide all required training and classes to district employees as scheduled on the EMS Training Calendar. In the event that the employee misses training due to illness or vacation during scheduled mandatory training, the employee will be required to make arrangements with the EMS Division to make up the training.

506.2 POLICY

It is the policy of the South Placer Fire District that all firefighter members, except those whose duties are primarily clerical or administrative, shall be trained to administer CPR prior to employment. Recurrent CPR training shall occur every two years (Health and Safety Code § 1797.182) per American Heart Association (AHA) BLS guidelines. ~~guidelines :~~

In addition to BLS CPR, paramedics will be trained in all certifications required by the Sierra-Sacramento Valley EMS Agency. This includes AHA Advanced Cardiac Life Support (ACLS) and either AHA Pediatric Advanced Life Support (PALS) or HandTevy

All members will also have access to Vector Solutions classes to obtain continuing education training credit as required to maintain their certificate or license.

It is ultimately the responsibility of the employee to maintain all required certifications and licenses. If the employee fails to complete or attend classes required to maintain their certification, the employee will be removed from all emergency responses and placed on a 40 hr work week until such a time when he/she has completed all required training and the member is approved by the EMS Division to resume working as a "Line" employee.

506.3 TRAINING REQUIREMENTS

All S-SV required training will be provided to the members of the District at no cost to the member. All required S-SV training shall meet the standards prescribed by S-SV EMS Agency. (Health and Safety Code § 1797.182) ~~CPR training shall be provided to members - by the District at no cost to the member. The CPR training curriculum shall meet the standards prescribed by the county Emergency Medical Services (EMS) authority . The EMS authority may designate a public agency or private non-profit agency to provide training that meets the standards. Examples of such agencies include, but are not limited to, the American Red Cross and the American Heart Association (Health and Safety Code § 1797.182).~~

EMS Training, Certificate, and Licensure Renewal

506.4 TRAINING RECORDS

The Training Officer shall be responsible for maintaining records of all [District provided EMS training provided](#) to members. Records should include, but are not limited to, the following:

- (a) The dates of the training sessions
- (b) A list of topics or a summary of the content of the training sessions
- (c) The names or other identifier and job title of the members who received the training
- (d) The names, certificate number and qualifications of persons conducting the training
- (e) The name of the [EMS Training](#) program or nationally recognized authority that provided the curriculum
- (f) Copies of the certification cards issued to members upon completion of the CPR training

The Training Officer should maintain the training records in accordance with established records retention schedules.

506.5 CERTIFICATION AND LICENSE RENEWAL REIMBURSEMENT

[The South Placer Fire District will reimburse the employee for renewing their California Emergency Medical Technician or Paramedic License fees as provided for in their MOU. If the employee fails to submit their application and/or paperwork to the governing agency on time and is charged a late fee, the District will not reimburse the additional "Late Fees."](#)

EMS Continuous Quality Improvement

518.1 POLICY

It is the Policy of the South Placer Fire District (SPFD) to maintain a Continuous (CQI) Program to assess and improve the delivery of pre-hospital EMS care in accordance with all applicable state and local EMS Policies and Procedures. The CQI Program is will meet Sierra-Sacramento Valley EMS Agency (S-SVEMS) requirements and be reported every five years in the EMSQIP Report. This report should be maintained and updated annually or when significant need for change take place in the QI process.

See attachment: SSV Policy 620.pdf

518.2 PURPOSE

The purpose of CQI is to assure the highest level of EMS care is provided. This Policy describes the ongoing process of systematic quality assessment and CQI for all emergency incidents.

518.3 PROCEDURES

I. General Guidelines:

1. The CQI Program will embody the values of and conform to the Mission Statement of the SPFD. The CQI program consists of prospective, concurrent, retrospective, and reporting/feedback components:
 - (a) 1. Prospective - Activities designed to prevent potential problems.
 2. Concurrent - Activities designed to identify problems or potential problems during delivery of patient care.
 3. Retrospective - Activities designed to identify potential or known problems and prevent their recurrence.
 4. Reporting/Feedback - Results of CQI activities will be reported to the SPFD EMS Committee and Sierra-Sacramento Valley EMS Agency (S-SV) if needed to help provide opportunities for improvement and to form the basis for EMS System changes.
- (a) SPFD member's role in the S-SV EMS System Operations:
 - (a) SPFD is a provider of pre-hospital care in Placer County and in the S-SV EMS System. As a system participant, SPFD will collaborate with S-SV EMSA to participate in system-wide quality improvement. The SPFD CQI Program will collaborate with the S-SV EMS Quality Improvement Plan (EMSQIP)
 - (b) SPFD will also participate with S-SV informally as needed or as requested.

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- (c) Data required by the State of California EMS Authority (EMSA) and by S-SV will be provided as mandated by existing state statutes and local EMS Policy.

2. EMS Committee

- (a) The SPFD will maintain an EMS Committee. The EMS Committee shall be comprised of any rank and any medical certification level. Ideally, all ranks will be represented.
- (b) The information collected from SPFD EMS data is instrumental to the operation of the CQI Program. All information is to be used for educational purposes and is not intended to be punitive. The EMS Committee may create smaller CQI Task Forces for specific projects, and provide assistance and/or expertise as needed.
- (c) The EMS Committee will identify ways to improve the quality of care rendered to patients (our customers). Tasks may also be assigned to the EMS Committee by Senior Staff.
- (d) The EMS Committee will:
 - 1. Assist with peer review and staff competencies;
 - 2. Evaluate and recommend ideas to improve organizational processes, and;
 - 3. Use quantitative measures to collect and analyze data.

II. CQI Focus Areas of Identification: Indicators

1. Chart Audits

- (a) Key Performance Indicators (KPIs): Every month the following incident types are reviewed retrospectively to ensure that patient care policies and protocols are met, documentation is thorough and review all pertinent patient care records. KPIs are to be reviewed annually to ensure their relevance or to add/subtract procedures, skills, or medications are current.
 - 1. Specific Medical Procedures: These procedures are tracked for success/failed attempt, number of attempt(s), age of patient, and completeness of documentation.
 - (a) Advanced Airway: Endotracheal, iGel, and Cricothyrotomy
 - (b) Pleural Decompressions
 - (c) Cardioversion
 - (d) External Cardiac Pacing
 - 2. Discharge against Medical Advice (AMA) or refusals: All AMAs are reviewed for appropriateness, adherence to policy, vital signs, age of patient, and completeness of documentation.
 - 3. Unusual Occurrence: Sentinel Events (Definition)
Definition:

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EMS Continuous Quality Improvement

Any Sentinel Event involving death or serious physical or psychological injury or the risk thereof, from any cause, involving SPFD personnel shall be promptly reported within twenty-four hours through the chain of command to:

- (a) The On Duty Battalion Chief
- (b) The Division Chief of EMS
 - (a) A root cause analysis shall be investigated by the SPFD EMS Division and required notifications made in accordance with SSV Policy 927 See attachment: 927.pdf See attachment: 927-A-PDF-Fillable (2).pdf
 - (b) All Sentinel Events will remain on the EMS Committee agenda until resolved.

4. Unusual Occurrence (UO): (Definition) Reportable Event

- (a) Definition:

A UO is defined as practice outside the "normal" flow of EMS operations surrounding dispatch, response, rescue, EMS policy deviation and disposition of ALS and BLS emergency incidents, where there is no serious outcome to patient care, shall be promptly reported within twenty-four hours through the chain of command to:

 - (a) The On Duty Battalion Chief
 - (b) The Division Chief of EMS

III. Description of Data Collection and Analysis

- 1. Data is collected and reported through the Imagetrend ePCR platform
- 2. CQI of tags is created daily based on the KPIs listed in section II.1.a.1-4
- 3. EMS Committee members will be assigned reports to review by the EMS Chief. Care will be taken to ensure that the reviewer is a neutral party, not involved in the call.
- 4. EMS Committee Members will review tags promptly so the author can receive feedback while the call is still "fresh"
- 5. Evaluations of patient care should be candid and thorough. These activities are protected in accordance with the following statutes and any other regulatory authority of providing for such reviews:
 - (a) California Code of Evidence Section 1157.7, 1040.
 - (b) Sections 1797.174, 1797.202, 1797.204, 1797.220, and 1798.175 of the CH&SC, Division 2.5.
 - (c) All activities and documentation of the EMS Committee, its subcommittees, and the contents of SPFD Data Systems are confidential. All EMS Committee members given access to EMS patient care data

EMS Continuous Quality Improvement

[will sign a Statement of Confidentiality. See attachment: Confidentiality Statement.pdf](#)

- (d) [Confidential information is any patient or provider specific information in a variety of forms including, but not limited to, files reports, minutes, medical records, computer-based information, film and electronic media.](#)
- (e) [Other data, although not patient specific, may be subject to the rules of confidentiality.](#)
- (f) [In order to maintain the privilege extended by law, confidentiality guidelines apply to the collection, review, discussion, analysis, distribution, and maintenance of data.](#)

IV. [SPFD Framework for Quality Improvement](#)

- 1. [QI is a strategic integrated management system, which involves all managers and employees and uses quantitative methods to continuously improve an organization's processes to meet and exceed customer needs.](#)
 - (a) [\(Adapted from "Total Quality Management" by the Federal Quality Institute and "Hoshin Planning" by GOAL/QPC\)](#)
- 2. [Deming's Principles Applied to SPFD/EMS](#)
 - (a) [EMS can and should be made better](#)
 - (b) [Efforts to improve EMS quality should be continuous](#)
 - (c) [Every EMS process can yield data and information on how well the process works](#)
 - (d) [Data and information are essential to improving EMS quality \(Adapted from "A Leadership Guide to Quality Improvement for Emergency Medical Services System" by the National Highway Traffic Safety Administration\)](#)
- 3. [SPFD EMS CQI will use the Deming Method of "Plan, Do, Check, Act" to assess clinical performance. This methodology is presented to all staff upon initial training and as required.](#)
 - (a) ["Plan:"](#)
 - 1. [Identification phase in which the organization asks the following questions:](#)
 - (a) [Where can we improve?](#)
 - (b) [What data do we need?](#)
 - (b) ["Do:"](#)
 - 1. [Do improvements, data collection, and data analysis](#)
 - 2. [Experiment---make changes](#)
 - (c) ["Check:"](#)
 - 1. [Observe effects of the changes](#)

EMS Continuous Quality Improvement

2. [Check for improved outcomes](#)
- (d) ["Act:"](#)
1. [Study the results](#)
 2. [What did we learn?](#)
 3. [Hold gains and continue improvement](#)

Attachments

SSV Policy 620.pdf

Sierra – Sacramento Valley EMS Agency Program Policy			
EMS System Quality Improvement Program (EMSQIP)			
	Effective: 12/1/2023	Next Review: 09/2026	620
	Approval: Troy M. Falck, MD – Medical Director		SIGNATURE ON FILE
	Approval: John Poland – Executive Director		SIGNATURE ON FILE

PURPOSE:

To establish a system wide Emergency Medical Services System Quality Improvement Program (EMSQIP) to monitor, review, evaluate, and improve the delivery of prehospital care in the S-SV EMS region.

AUTHORITY:

- A. HSC, Division 2.5, § 1797.204, 1797.220 and 1798.
- B. CCR, Title 22, Chapter 12.

POLICY:

- A. ALS/LALS prehospital provider organizations and base/modified base hospitals shall submit a written EMSQIP to S-SV EMS for review and approval every five (5) years. The EMSQIP shall include the provider/hospital name and management structure, including quality improvement (QI) coordinator (or similar position), medical director, and internal QI staff and structure. A provider/hospital organizational chart shall also be included if available.
- B. The EMSQIP shall, at a minimum, include the following QI activities:
 - 1. Prospective QI – Systematic approach to identify, measure, and improve the quality of care provided.
 - 2. Concurrent QI – Ongoing process to monitor and improve the quality of care in real-time during patient care.
 - 3. Retrospective QI – Analysis of data and events after the delivery of patient care to identify trends, patterns, and recurring issues.
 - 4. Reporting/Feedback – Sharing information about performance, outcomes, and quality measures with system participants.

C. ALS/LALS prehospital provider organization EMSQIPs shall, at a minimum, detail the process for conducting the following activities:

1. Prospective QI:

- Participation in S-SV EMS and base/modified base hospital QI committees.
- Initial and continuing employee education:
 - Orienting field personnel to the S-SV EMS system.
 - Developing educational programs based on problem identification and trend analysis.
 - Process for communicating system changes to field personnel.
- Process for development of performance standards to evaluate the quality of care delivered by field personnel.
- Methods for evaluating field personnel:
 - New/probationary employee clinical performance standards.
 - Clinical/operational deficiency identification methodology.
 - Problem-oriented evaluation and corrective action plans for identified deficiencies, including an example of a standardized performance improvement plan (PIP).
- Personnel certification/accreditation tracking:
 - Initial and ongoing certification/accreditation tracking process.
 - Other S-SV EMS required training/education.

2. Concurrent QI:

- Direct observation (ride-along, field training officer, etc.) of field personnel evaluating patient care against performance standards.
- Availability of field supervisors and/or QI personnel for field personnel support.


3. Retrospective QI:

- Process for retrospective analysis of field care to include but not be limited to:
 - High-acuity, low occurrence (HALO) call/event types.
 - Audit topics.
 - Problem oriented calls/events.
 - Calls/events requested to be reviewed by S-SV EMS.
- Documentation/PCR review to assure quality, accuracy, and adherence to provider/S-SV EMS documentation standards/requirements.
- Compliance with reporting and other quality improvement requirements as specified by S-SV EMS.

4. Reporting/Feedback:

- Process for reporting trends/issues to S-SV EMS and/or base/modified base hospitals.
 - Process for communicating quality improvement/opportunities for improvement to field personnel.
- D. All EMS system participants shall submit an annual EMSQIP report, utilizing an S-SV EMS developed standardized form, for the previous calendar year to S-SV EMS no later than March 31st.
- E. All EMS system participants shall participate in the S-SV EMS EMSQIP, which may include providing records for program monitoring and evaluation.

927.pdf

Sierra – Sacramento Valley EMS Agency Program Policy			
EMS Incident Reporting & Investigation			
	Effective: 06/01/2021	Next Review: 05/2024	927
	Approval: Troy M. Falck, MD – Medical Director		SIGNATURE ON FILE
	Approval: Victoria Pinette – Executive Director		SIGNATURE ON FILE

PURPOSE:

To establish incident reporting and investigation requirements for EMS personnel, EMS provider agencies and base/modified base hospitals.

AUTHORITY:

- A. HSC, Division 2.5, § 1797.200 and 1798.
- B. CCR, Title 22, Division 9, Chapters 2, 3, 4, 6 & 12.

REPORTABLE INCIDENTS:

- A. Sentinel Events – An unexpected occurrence involving death or serious physical or psychological injury, or the risk thereof.
- B. Breach of the standard of care (i.e. failure to assess/act, patient abandonment).
- C. Medication errors.
- D. Treatment errors, or errors in assessment/application of treatment guidelines.
- E. Care beyond the appropriate scope of practice.
- F. Failure to follow S-SV EMS policy or protocol.
- G. Any alleged or known injury to a patient as a result of actions by EMS personnel.
- H. Suspected violations of HSC, Division 2.5, § 1798.200, including:
 - 1. Fraud in the procurement of any certificate or license.
 - 2. Gross negligence.
 - 3. Repeated negligent acts.
 - 4. Incompetence.

5. The commission of any fraudulent, dishonest, or corrupt act that is substantially related to the qualifications, functions, and duties of prehospital personnel.
6. Conviction of any crime which is substantially related to the qualifications, functions, and duties of prehospital personnel. The record of conviction or a certified copy of the record shall be conclusive evidence of the conviction.
7. Violating or attempting to violate directly or indirectly, or assisting in or abetting the violation of, or conspiring to violate, any provision of this division or the regulations adopted by the authority pertaining to prehospital personnel.
8. Violating or attempting to violate any federal or state statute or regulation that regulates narcotics, dangerous drugs, or controlled substances.
9. Addiction to, the excessive use of, or the misuse of, alcoholic beverages, narcotics, dangerous drugs, or controlled substances.
10. Functioning outside the supervision of medical control in the field care system operating at the local level, except as authorized by any other license/certification.
11. Demonstration of irrational behavior or occurrence of a physical disability to the extent that a reasonable and prudent person would have reasonable cause to believe that the ability to perform the duties normally expected may be impaired.
12. Unprofessional conduct exhibited by any of the following
 - The mistreatment or physical abuse of any patient resulting from force in excess of what a reasonable and prudent person trained and acting in a similar capacity while engaged in the performance of his or her duties would use if confronted with a similar circumstance. Nothing in this section shall be deemed to prohibit an EMT, AEMT, or paramedic from assisting a peace officer, or a peace officer who is acting in the dual capacity of peace officer and EMT, AEMT, or paramedic, from using that force that is reasonably necessary to effect a lawful arrest or detention.
 - The failure to maintain confidentiality of patient medical information, except as disclosure is otherwise permitted or required by law.
 - The commission of any sexually related offense specified under PC, § 290.

POLICY:**A. EMS Personnel Responsibilities:**

1. Immediately notify the receiving facility RN or physician if a reportable incident impacts or has a potential to impact a patient's health and well-being.
2. Notify the on-duty supervisor of any reportable incident as soon as possible, and subsequently submit a written incident report describing the details of the reportable incident within 24 hours of occurrence/identification.
3. Reasonably cooperate with the investigation of any reportable incident.

B. EMS Provider Agency and/or Hospital Staff Responsibilities:

1. If the EMS provider agency or hospital is the reporting entity:
 - Provide a written report of the incident and any other pertinent incident related materials to the investigating entity within three (3) working days of becoming aware of a reportable incident.
 - Provide reasonable/appropriate information to the investigating entity to assist them in completing their investigation.
2. If EMS provider agency or hospital staff receive notification of a reportable incident from another reporting entity:
 - Acknowledge receipt of the incident to the reporting entity within three (3) working days.
 - Conduct an adequate investigation of the incident, which at a minimum shall include:
 - A review of all pertinent incident related documentation, including PCRs, incident reports and any other documentation relevant to the investigation.
 - A review of other materials relevant to the investigation (medical records, voice recordings, etc.).
 - Interviews with complainants, witnesses, prehospital personnel and/or hospital personnel deemed relevant to the investigation.
 - Determine the appropriate action/resolution, which may include one or more of the following:
 - No action necessary.
 - Remedial education.
 - Provider disciplinary action.
 - Referral of prehospital personnel to S-SV EMS and/or EMSA for further review and/or potential certification/license action.
 - Referral of the incident to S-SV EMS for possible case review and/or policy/protocol revision.

-
- C. Investigations should be completed in a timely manner, and should be routinely resolved within 21 calendar days of notification. The reporting entity shall be advised if the investigation is expected to last longer than 21 calendar days, and appropriate updates shall be provided until a resolution is reached.
- D. EMS provider agencies shall utilize the S-SV EMS Prehospital Provider Incident Tracking Form (927-A), or similar provider agency documentation, to record the notification, investigation, findings and resolution of reportable incidents. This documentation shall be provided to S-SV EMS upon request, or for any incident that requires referral to S-SV EMS for additional review/action.
- E. Appropriate notification of investigation completion/findings/resolution, in compliance with current employment and confidentiality laws, shall be provided to the reporting entity at the conclusion of the investigation.
- F. EMS provider agencies and/or hospitals shall report any of the following to S-SV EMS within three (3) working days of occurrence confirmation:
1. Sentinel Events.
 2. Any alleged or known injury to a patient as a result of actions or omissions by EMS personnel.
 3. Any alleged or known violation of HSC, Division 2.5, § 1798.200.
 4. Any incident believed to require S-SV EMS notification, including if the reporting party is not satisfied with the investigating entity's incident findings/resolution.
- G. EMS provider agencies shall notify S-SV EMS within three (3) working days of the occurrence of any of following:
1. An EMT, AEMT or paramedic is terminated or suspended for disciplinary cause.
 2. An EMT, AEMT or paramedic resigns/retires following notice of an investigation based upon evidence indicating disciplinary cause.
 3. An EMT, AEMT or paramedic is removed from EMT/AEMT/paramedic related duties for disciplinary cause after the completion of the employer's investigation.

927-A-PDF-Fillable (2).pdf



S-SV EMS Prehospital Provider Incident Tracking Form

927-A

CONFIDENTIAL

(In accordance with California Civil Code Section 56, et seq, California Evidence Code Section 1040 and section 1157. Et seq, and California Code of Regulations, Title 22, Division 9)

Reporting Entity Information:

Name of Reporting Entity:	
Phone Number:	Email Address:
Date Received:	Receipt Acknowledgement Date:

Incident Logistics:

<input type="checkbox"/> Butte <input type="checkbox"/> Colusa <input type="checkbox"/> Glenn <input type="checkbox"/> Nevada <input type="checkbox"/> Placer <input type="checkbox"/> Shasta <input type="checkbox"/> Siskiyou <input type="checkbox"/> Sutter <input type="checkbox"/> Tehama <input type="checkbox"/> Yuba		
Date Investigation Opened:		Date Investigation Closed:
Incident Date:	Incident Time:	Run #:
Incident Location:		
Prehospital Agencies Involved:		
Hospitals Involved:		
Personnel Involved:		

Type of Reportable Incident(s):

<input type="checkbox"/> Sentinel Event	<input type="checkbox"/> Breach of the Standard of Care
<input type="checkbox"/> Medication Error	<input type="checkbox"/> Treatment Error
<input type="checkbox"/> Key Equipment Failure Related to Patient Care	<input type="checkbox"/> Care Beyond the Appropriate Scope of Practice
<input type="checkbox"/> Failure to Follow S-SV EMS Policy/Protocol	<input type="checkbox"/> Suspected Violation of HSC, Div. 2.5, § 1798.200
<input type="checkbox"/> Alleged or Known Injury to a Patient as a Result of Actions by EMS Personnel	
<input type="checkbox"/> Other	

Specific Issue(s):

<input type="checkbox"/> Airway	<input type="checkbox"/> Inappropriate Behavior	<input type="checkbox"/> MICN Issues
<input type="checkbox"/> AMA/RAS	<input type="checkbox"/> Interpersonal	<input type="checkbox"/> Patient Assessment
<input type="checkbox"/> Base/Modified Base Contact	<input type="checkbox"/> Manpower/Resource Utilization	<input type="checkbox"/> Patient Transfer
<input type="checkbox"/> Destination	<input type="checkbox"/> MCI	<input type="checkbox"/> Patient Turnover
<input type="checkbox"/> Dispatch	<input type="checkbox"/> Medical Control	<input type="checkbox"/> Physician Issues
<input type="checkbox"/> Documentation	<input type="checkbox"/> Medication Broken/Missing	<input type="checkbox"/> Policy Clarification
<input type="checkbox"/> Equipment Failure	<input type="checkbox"/> Medication Error	<input type="checkbox"/> Scope of Practice
<input type="checkbox"/> Equipment Utilization	<input type="checkbox"/> Other:	



S-SV EMS Prehospital Provider Incident Tracking Form

927-A

CONFIDENTIAL

(In accordance with California Civil Code Section 56, et seq, California Evidence Code Section 1040 and section 1157. Et seq, and California Code of Regulations, Title 22, Division 9)

Description of Incident (attach additional documentation if necessary):

Incident Investigation Checklist (items used/reviewed during the incident investigation):

<input type="checkbox"/> Base Hosp. Audio Files	<input type="checkbox"/> Dispatch Audio Files	<input type="checkbox"/> PCR
<input type="checkbox"/> Base Hosp. Documentation	<input type="checkbox"/> Dispatch Logs	<input type="checkbox"/> RAS/AMA Forms
<input type="checkbox"/> Cardiac Monitor/AED Reports	<input type="checkbox"/> Incident Reports	<input type="checkbox"/> S-SV EMS Policy/Protocol
<input type="checkbox"/> Prehospital Personnel Interview(s):		
<input type="checkbox"/> Interviews/Discussions With Other Personnel:		
<input type="checkbox"/> Other:		



CONFIDENTIAL

(In accordance with California Civil Code Section 56, et seq, California Evidence Code Section 1040 and section 1157. Et seq, and California Code of Regulations, Title 22, Division 9)

Comments (attach additional documentation if necessary):

Resolution(s):

<input type="checkbox"/> No Action Required	<input type="checkbox"/> Remedial Education	<input type="checkbox"/> Disciplinary Action
<input type="checkbox"/> Referral to S-SV EMS and/or the California EMS Authority for Potential Certification/Licensure Action		
<input type="checkbox"/> Referral to S-SV EMS for Possible Case Review or Policy/Protocol Revision		
<input type="checkbox"/> Other:		
S-SV EMS Agency Referral Date:		
Date Notification of Resolution Provided to Reporting Party:		

Investigator Information

Name/Title of Person Completing Investigation:
--

Confidentiality Statement.pdf

Acknowledgment of CQI Program Confidentiality

As a participant in the South Placer Fire Protection District's CQI program involved in the evaluation and improvement of the quality of care rendered to patients in the field and Placer County hospitals, I recognize that confidentiality is vital to the candid discussions that are necessary for effective system quality improvement activities. Therefore, I shall respect and maintain the confidentiality of all discussions, deliberations, records, and other information generated in connection with these activities, and agree to make no disclosures of such information except to persons authorized to receive it in the conduct of the EMS System as required by Sections 1040 and 1157.7 of the Evidence Code of the State of California.

Furthermore, my participation in the CQI activities is in reliance on my belief that every other member of the CQI team will similarly preserve the confidentiality of these activities. I understand that all affected persons and agencies are entitled to undertake such action as is deemed appropriate to ensure that this confidentiality is maintained, including action necessitated by any breach or threatened breach thereof.

DATE: _____ SIGNED: _____

PRINT NAME/TITLE: _____

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: FY 2023/24 Audit Acceptance

Action Requested: Staff recommends discussion and acceptance of the South Placer Fire District FY 2023/2024 third-party audit.

Background: This is standard procedure. A third-party audit is conducted each year on the previous budget year's financial statements. Attached is the audit for the FY 2023/24 budget year.

Impact: Informational Review of District Fiscal Performance

Attachments: FY 2023/24 Financial Statements and Independent Auditor's Report; Report on Accounting Controls and Procedures June 30, 2024; Balance Sheet Twelve Months Ending Sunday, June 30, 2024; Final Profit and Loss, June 30, 2024.

Mark Duerr
Fire Chief
South Placer Fire District

**SOUTH PLACER
FIRE DISTRICT**

**FINANCIAL STATEMENTS
AND INDEPENDENT AUDITOR'S REPORT
for the year ended June 30, 2024**

ROBERT W. JOHNSON
Certified Public Accountant

SOUTH PLACER FIRE DISTRICT
PRINCIPAL OFFICIALS
June 30, 2024

Board of Directors:

Tracy Randall	President
Chris Gibson	Vice President
Ken Musso	Clerk
Mike Johnson	
Gary Grenfell	
Dan Bajtos	

Operations:

Mark Duerr	Fire Chief
Matt Feeley	Deputy Fire Chief
Katherine Medeiros	Business Manager
Katrina Hoop	Fire Inspector/Admin. Asst.
Barbara Leak	District Secretary
James Magnuson	Division Chief/EMS & Safety
Jeff Ingolia	Fire Marshal
Kelly Moretti	Battalion Chief
Brian Midtlyng	Battalion Chief
Matt VanVoltinburg	Battalion Chief

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
South Placer Fire District
Granite Bay, California

Opinions

We have audited the financial statements of the governmental activities and the major fund of South Placer Fire District, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of South Placer Fire District as of June 30, 2024, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended, in accordance with accounting principles generally accepted in the United States of America, as well as accounting systems prescribed by the California State Controller's Office and State Regulations governing Special Districts.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the State Controller's Minimum Audit Requirements for California Special Districts. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of South Placer Fire District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about South Placer Fire District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- exercise professional judgement and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of South Placer Fire District's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about South Placer Fire District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, and other required supplementary information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. Management has omitted the Management's Discussion and Analysis. Our opinions on the basic financial statements are not affected by this missing information. We have applied certain limited procedures to the other required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Robert W. Johnson, An Accountancy Corporation

Citrus Heights, California
October 25, 2024

SOUTH PLACER FIRE DISTRICT
STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET
June 30, 2024

	<u>General Fund</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>
ASSETS AND DEFERRED OUTFLOWS			
Cash and investments (Note 3)	\$6,100,418	\$ -	\$ 6,100,418
Accounts receivable (Note 4)	500,250	-	500,250
Prepaid expenses	7,214	-	7,214
Capital assets (Note 5)	-	19,549,775	19,549,775
Less, accumulated depreciation	<u>-</u>	<u>(7,837,680)</u>	<u>(7,837,680)</u>
Total assets	6,607,882	11,712,095	18,319,977
Deferred outflows (Notes 9 and 10):			
Pension related amounts	-	9,354,611	9,354,611
OPEB related amounts	<u>-</u>	<u>946,251</u>	<u>946,251</u>
Total assets and deferred outflows	<u>\$6,607,882</u>	<u>\$22,012,957</u>	<u>\$28,620,839</u>
LIABILITIES, DEFERRED INFLOWS AND NET POSITION			
Accounts payable	\$ 329,251	\$ -	\$ 329,251
Accrued salaries and benefits	438,726	-	438,726
Compensated absences	358,350	-	358,350
Long-term debt (Note 6)	-	4,635,070	4,635,070
Net pension liability (Note 9)	-	17,231,982	17,231,982
Net OPEB liability (Note 10)	<u>-</u>	<u>3,877,270</u>	<u>3,877,270</u>
Total liabilities	1,126,327	25,744,322	26,870,649
Deferred inflows (Notes 9 and 10):			
Pension related amounts	-	2,106,475	2,106,475
OPEB related amounts	<u>-</u>	<u>140,479</u>	<u>140,479</u>

(continued)

See notes to financial statements

SOUTH PLACER FIRE DISTRICT
STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET,
continued
June 30, 2024

	<u>General Fund</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>
FUND BALANCES/NET POSITION			
Fund balances (Note 8):			
Restricted (Note 7)	\$1,609,976	\$(1,609,976)	\$ -
Committed	1,656,525	(1,656,525)	-
Unassigned	<u>2,215,054</u>	<u>(2,215,054)</u>	<u>-</u>
Total fund balances	<u>5,481,555</u>	<u>(5,481,555)</u>	<u>-</u>
Total liabilities, deferred inflows and fund balances	<u>\$6,607,882</u>		
Net position (Note 8):			
Net investment in capital assets		\$ 11,427,025	\$ 11,427,025
Restricted		1,609,976	1,609,976
Unrestricted		<u>(13,533,765)</u>	<u>(13,533,765)</u>
Total net position/(deficiency)		<u>\$(496,764)</u>	<u>\$(496,764)</u>

See notes to financial statements

SOUTH PLACER FIRE DISTRICT
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
for the year ended June 30, 2024

	<u>General Fund</u>	<u>Adjustments</u>	<u>Statement of Activities</u>
Program expenditures/expenses:			
Public protection	\$14,197,498	\$ 1,682,862	\$15,880,360
Support services	529,415	-	529,415
Debt service	313,992	(313,992)	-
Capital outlay	1,031,759	(1,031,759)	-
Depreciation	<u>-</u>	<u>685,617</u>	<u>685,617</u>
Total program expenditures/expenses	<u>16,072,664</u>	<u>1,022,728</u>	<u>17,095,392</u>
Program revenues:			
Ambulance services (Note 4)	2,244,783	-	2,244,783
Other misc. and GEMT	99,279	-	99,279
Fees and cost recovery	547,332	-	547,332
CFAA revenues	129,321	-	129,321
Grant revenue	<u>74,307</u>	<u>-</u>	<u>74,307</u>
Total program revenues	<u>3,095,022</u>	<u>-</u>	<u>3,095,022</u>
General revenues:			
Tax revenue	10,303,565	-	10,303,565
Special tax	1,253,312	-	1,253,312
Loomis assessment	1,147,591	-	1,147,591
Mitigation fees	520,617	-	520,617
Cellular tower lease	105,485	-	105,485
Interest income	135,161	-	135,161
Other	<u>9,672</u>	<u>-</u>	<u>9,672</u>
Total general revenues	<u>13,475,403</u>	<u>-</u>	<u>13,475,403</u>
Excess of revenues (expenditures)/ changes in net position	<u>497,761</u>	<u>(1,022,728)</u>	<u>(524,967)</u>

(continued)

See notes to financial statements

SOUTH PLACER FIRE DISTRICT
 STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
 EXPENDITURES AND CHANGES IN FUND BALANCES, continued
 for the year ended June 30, 2024

	<u>General Fund</u>	<u>Adjustments</u>	<u>Statement of Activities</u>
Fund balances/net position (deficit):			
Beginning of year	\$ <u>4,983,794</u>	\$(<u>4,955,591</u>)	\$ <u>28,203</u>
End of year	\$ <u>5,481,555</u>	\$(<u>5,978,319</u>)	\$(<u>496,764</u>)

See notes to financial statements

SOUTH PLACER FIRE DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
COMPARED TO BUDGET
for the year ended June 30, 2024

	<u>Budget</u>	<u>Actual</u>	Favorable/ (Unfavorable) <u>Variance</u>
Revenues:			
Taxes revenue	\$10,270,550	\$10,303,565	\$ 33,015
Special tax	1,253,313	1,253,312	(1)
Ambulance service (Note 4)	1,960,000	2,244,783	284,783
Interest income	25,615	135,161	109,546
Mitigation fees	300,000	520,617	220,617
Grant Revenue	771,496	74,307	(697,189)
Other misc. and GEMT	160,000	99,279	(60,721)
Fees and cost recovery	310,000	547,332	237,332
Cellular tower lease	107,700	105,485	(2,215)
Loomis assessment	1,147,591	1,147,591	-
CFAA revenues	180,000	129,321	(50,679)
Other	<u>7,600</u>	<u>9,672</u>	<u>2,072</u>
 Total revenues	 <u>16,493,865</u>	 <u>16,570,425</u>	 <u>76,560</u>
Expenditures:			
Salaries and wages	6,743,168	6,287,993	455,175
Sellback (Admin.)	105,000	79,413	25,587
Callback/overtime	1,000,000	1,650,715	(650,715)
PERS retirement	2,082,341	2,050,373	31,968
Employer 457 Def. Comp Match	30,000	23,957	6,043
Payroll taxes	108,649	117,586	(8,937)
Workers comp.	770,000	751,268	18,732
Agency share insurance	1,230,179	990,571	239,608
Labor legal	60,000	39,354	20,646
Uniform/cell allowance	117,320	73,488	43,832
Employee assistance program	5,800	2,833	2,967
CFAA expenditures	180,000	109,343	70,657

(continued)

See notes to financial statements

SOUTH PLACER FIRE DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES, continued
COMPARED TO BUDGET
for the year ended June 30, 2024

	<u>Budget</u>	<u>Actual</u>	<u>Favorable/ (Unfavorable) Variance</u>
Expenditures, continued:			
Audit	\$ 15,925	\$ 15,925	\$ -
Propane	3,750	1,432	2,318
Employee physicals	84,550	79,212	5,338
COP bond payments	400,403	400,403	-
Storage	3,000	2,592	408
Paramedic/EMT cert. classes	6,140	4,884	1,256
Ambulance billing service	205,000	199,024	5,976
Garbage	12,500	9,548	2,952
Gas & electric	50,000	50,462	(462)
Insurance (FAIRA)	147,061	158,312	(11,251)
Memberships & subs.	21,183	17,478	3,705
News publications	2,000	2,269	(269)
Sewer	7,000	6,754	246
Telephone	58,076	41,897	16,179
Training supplies	17,500	9,082	8,418
Business & conference	15,000	16,744	(1,744)
Education & training	25,000	21,911	3,089
Water	16,500	18,430	(1,930)
Laundry	1,850	1,790	60
Legal & consulting	70,000	126,055	(56,055)
Prevention consulting fees	95,000	157,517	(62,517)
Petty cash fund	250	-	250
Pre-employment testing	20,000	9,169	10,831
Medical waste disposal	4,500	3,723	777
County charges	203,439	207,187	(3,748)
Elections	-	-	-
Incident supplies	7,500	4,585	2,915
Awards & recognition	7,250	2,617	4,633
Software subscriptions	139,067	122,726	16,341
Cleaning supplies	17,000	8,996	8,004
Computer service	12,000	8,886	3,114

(continued)

See notes to financial statements

SOUTH PLACER FIRE DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES, continued
COMPARED TO BUDGET
for the year ended June 30, 2024

	<u>Budget</u>	<u>Actual</u>	Favorable/ (Unfavorable) <u>Variance</u>
Expenditures, continued:			
Fire prevention supplies	\$ 10,000	\$ 6,275	\$ 3,725
Fuel & oil	116,000	108,849	7,151
Medical supplies	125,000	117,864	7,136
Miscellaneous	1,000	32	968
Office supplies	8,000	7,378	622
Oxygen	8,250	7,653	597
Postage	2,000	1,609	391
Uniform supplies	14,000	8,379	5,621
Firefighting supplies	20,000	19,040	960
Radio/Firecom repairs	16,000	2,675	13,325
Automotive repairs	125,000	109,320	15,680
Facilities maintenance	98,100	91,788	6,312
SCBA & compressor mtce.	12,990	5,945	7,045
Equipment Service Maintenance	39,085	19,963	19,122
Turnout clothing mtce.	9,280	7,258	2,022
Outside services	1,320	907	413
Bad debt provision	225,000	358,420	(133,420)
Mitigation capital expenditures	784,000	257,090	526,910
Fixed assets-minor	95,363	64,897	30,466
Capital expenditures	1,116,914	990,818	126,096
Contingency	<u>-</u>	<u>-</u>	<u>-</u>
 Total expenditures	 <u>16,928,203</u>	 <u>16,072,664</u>	 <u>855,539</u>
 Excess of revenues/ (expenditures)	 <u>\$ (434,338)</u>	 <u>\$ 497,761</u>	 <u>\$ 932,099</u>

See notes to financial statements

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS
for the year ended June 30, 2024

1. Organization:

South Placer Fire District (the “District”) was formed in 1952. The District serves Granite Bay, Loomis, Folsom Lake State Recreation Area, and portions of Penryn and Newcastle. The South Placer Fire District is an all-hazard response agency answering residential, commercial, and wildland fire alarms, emergency medical requests, including paramedic ambulance transport services, as well as general and technical rescue. The District also provides outreach, education, and prevention services through the Fire Marshall’s office to actively reduce risk to the community.

The District is a special district funded primarily by property tax, a special tax, and the District’s ability to generate revenue by providing ambulance service and contracting for other services. The District is governed by a seven-member board that provides oversight and direction to an organization of professional, apprentice, and volunteer employees operating out of four staffed stations. These stations are strategically located throughout the unincorporated areas of Southern Placer County and the Town of Loomis.

The mission of the South Placer Fire Protection District is to provide exceptional customer service to our community, and the men and the women of the District are privileged and proud to serve.

2. Summary of Significant Accounting Policies:

The basic financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing GAAP for state and local government organizations. The District’s significant accounting policies are described below.

Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes and

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

2. Summary of Significant Accounting Policies (continued):

Measurement Focus and Basis of Accounting, continued

assessments, grants, and donations. Under the accrual basis, revenue from property taxes and assessments are recognized in the fiscal year for which they are levied. Revenues from grants, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Property taxes and assessments, interest, grants, and charges for services are accrued when their receipt occurs within thirty days after the end of the fiscal year. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of governmental long-term debt and acquisitions under capital leases are reported as other financing sources.

The District has combined the statements of net position and the statement of activities, with the balance sheet and the statement of revenues, expenditures, and changes in fund balances, into two statements, the statement of net position and governmental funds balance sheet and the statement of activities and governmental fund revenues, expenditures, and changes in fund balances, for simplicity.

Government-wide Financial Statements

The statement of net position and statement of activities display information about the primary activities of the District. These statements include the financial activities of the overall District.

The statement of activities present direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program, and are clearly identifiable to a particular function. Program revenues include 1) charges for services and 2) grant and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

2. Summary of Significant Accounting Policies (continued):

Measurement Focus and Basis of Accounting, continued

Fund Financial Statements

The fund financial statements, governmental funds balance sheet and governmental fund revenues, expenditures, budgetary comparison, and changes in fund balances, provide information about the District's funds, which include only governmental funds.

The District reports a General Fund that is used to account for all financial resources except those required or designated by the Board of Directors to be accounted for in another fund.

The financial transactions of the District are reported in an individual fund in the fund financial statements. The fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity, revenues and expenditures.

Investments

The District maintains cash balances with the Treasurer of Placer County in interest-bearing pooled investment accounts. Investments are reported at fair value.

Ambulance Accounts Receivable

Ambulance accounts receivable is stated at the amount the EMS Billing Service expects to collect from outstanding balances at year end. Balances that are still outstanding after use of reasonable collection efforts are written off through a 30% charge to the valuation allowance and a credit to ambulance accounts receivable.

Capital Assets

Capital assets are recorded at historical cost if purchased or constructed. Structures and equipment are depreciated using the straight-line method over their estimated useful lives.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

2. Summary of Significant Accounting Policies (continued):

Compensated Absences

Vested or accumulated vacation time that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability. Sick pay is not vested.

Budgets

In accordance with the provisions of Sections 13901 through 13906 of the California Health & Safety Code and other statutory provisions, commonly known as the Budget Act, the District prepares and legally adopts a final balanced budget for each fiscal year.

Revenue Recognition

The District receives revenues for performing emergency medical and ambulatory services to District residents. The District's policy for recognizing these revenues is billing and recording revenues as services are performed. Patient service revenues (ambulance revenues) are reported net of provisions for contractual allowances in the government-wide and fund financial statements.

Property Taxes

The District receives property taxes from Placer County. Property taxes receivable are recorded in the fiscal year for which the tax is levied based on the assessed value as of September 1 of the preceding fiscal year. They become a lien on the first day of the year they are levied. Secured property tax is levied on September 1 and due in two installments, on November 1 and March 1. They become delinquent on December 10 and April 10, respectively. Unsecured property taxes are levied on July 1, and become delinquent on August 31. The District elected to receive the property taxes from the County under the Teeter Bill Program. Under this Program, the District receives 100% of the levied property taxes in periodic payments, with the County assuming responsibility for delinquencies.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

2. Summary of Significant Accounting Policies (continued):

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results may differ from those estimates.

Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS' Financial Office.

Benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. Projected earnings on pension investments are recognized as a component of pension expense. Differences between projected and actual investment earnings are reported as deferred inflows and outflows of resources and amortized as a component of pension expense.

Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's OPEB plan and additions to/deductions from the OPEB plan's fiduciary net position have been determined on the same basis as they are reported by the trustee for the plan. For this purpose, the OPEB plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

2. Summary of Significant Accounting Policies (continued):

Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net position that applies to a future reporting period and will not be recognized as an outflow of resources (expense) until that future time.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net position that applies to a future reporting period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

Net Position

Net position is classified in the following categories:

Net Investment in capital assets – groups all capital assets, including infrastructure, into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction, or improvement of these assets reduce this category.

Restricted – presents external restrictions imposed by creditors, grantors, contributors or laws and regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted – represents the net position of the District, which are not restricted or invested in capital assets net of related debt.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

2. Summary of Significant Accounting Policies (continued):

Fund Balance

Fund balance is classified in the following categories:

Restricted – includes fund balance amounts that are subject to externally enforceable legal restrictions or constrained for a specific purpose by external parties, constitutional provisions or enabling legislation.

Committed – includes fund balance amount that can only be used for specific purposes pursuant to constraints imposed by the formal actions of the District’s Board of Directors.

Assigned – includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed.

Unassigned – includes fund balance which has not been classified within the above mentioned categories.

GASB Statement No. 87, Leases

In June 2017, GASB issued Statement No. 87, to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments.

The District is a lessor on various cellular tower leases with annual rental income totaling approximately \$100,000.

District concluded that such leases do not meet the criteria as to specificity of lease terms to require the implementation of GASB No. 87. Had it been applicable, the implementation of the leasing standard would have required the District to recognize leases receivable and deferred inflows of resources on the June 30, 2024 financial statements.

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 for the year ended June 30, 2024

3. Cash and Investments:

Cash and investments as of June 30, 2024 consisted of the following:

	Balance June 30 <u>2024</u>
Imprest cash	\$ 250
Checking – general	168,723
Cash with County – general	4,321,469
– mitigation	<u>1,609,976</u>
	<u>\$6,100,418</u>

Cash and investments are classified as follows:

Unrestricted	\$4,490,442
Restricted	<u>1,609,976</u>
	<u>\$6,100,418</u>

The District maintains most of its funds in the County of Placer Pooled Investment Fund for the purpose of increasing interest earnings through pooled investment activities. Interest earned on the investment pool is allocated monthly. The Placer County Pooled Investment Fund is a pooled investment fund program governed by the County which monitors and reviews the management of public funds maintained in the investment pool in accordance with the County investment policy and California Government Code Section 53648 et. seq. Required disclosure information regarding categorization of investments and other deposit and investment risk disclosures can be found in the County’s financial statements.

At June 30, 2024, the carrying amount of the District’s deposits with a bank was \$168,723 and the balance in financial institutions was \$169,479. The deposits are secured by federal depository insurance or are collateralized with securities held by the pledging or financial institution’s trust department or agent, but not in the District’s name.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

4. Accounts Receivable:

The District is under contract with a private EMS Billing Service to provide patient care reporting and ambulance billing. Accounts receivable at June 30, 2024 consist of:

Ambulance receivables	\$ 651,648
Deduct, allowance for bad debts	<u>195,495</u>
Net ambulance accounts receivable	456,153
Add, interest receivable (County)	17,007
accounts receivable (other)	<u>27,090</u>
	<u>\$ 500,250</u>

Ambulance revenues are analyzed as follows:

Gross revenues	\$ 5,313,633
Deduct, contractual and other adjustments	<u>3,068,850</u>
Net revenues	<u>\$ 2,244,783</u>

5. Capital Assets:

Changes in capital assets for the year ended June 30, 2024 are as follows:

	Balance, Beginning of year	Additions	Disposals	Balance, end of year
Land	\$ 379,248	\$ -	\$ -	\$ 379,248
Buildings	9,266,374	-	-	9,266,374
Equipment	2,367,498	585,738	696,868	2,256,368
Apparatus	<u>7,210,914</u>	<u>446,021</u>	<u>9,150</u>	<u>7,647,785</u>
	<u>\$19,224,034</u>	<u>\$1,031,759</u>	<u>\$ 706,018</u>	<u>\$19,549,775</u>

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 for the year ended June 30, 2024

6. Long-Term Debt:

Long-term debt activities for the year ended June 30, 2024 consist of:

	<u>Balance</u> July 1, 2023	<u>Additions</u>	<u>(Reductions)</u>	<u>Balance</u> June 30, 2024	<u>Principal</u> Due Within One Year	<u>Interest</u> Due Within One Year
2015 Certificates of Participation	\$4,525,000	\$ -	\$ 175,000	\$4,350,000	\$ 185,000	\$ 218,403
Two Pierce Enforcers	<u>424,062</u>	<u>-</u>	<u>138,992</u>	<u>285,070</u>	<u>141,341</u>	<u>4,818</u>
	<u>\$4,949,062</u>	<u>\$ -</u>	<u>\$ 313,992</u>	<u>\$4,635,070</u>	<u>\$ 326,341</u>	<u>\$ 223,221</u>

Certificates of Participation:

In 2015, the District issued \$5,375,000 of Certificates of Participation (Certificates) with an interest rate of 5.25%. These 2015 Certificates were issued to pay the District's outstanding side fund obligation to California Public Employees' Retirement System (CalPERS) with respect to its Safety and Miscellaneous Plans. The Certificates also paid on the District's unfunded actuarial pre-2013 Safety and Miscellaneous Fund liabilities to CalPERS. Annual principal payments ranging from \$70,000 to \$490,000 are due on June 1 through June 1, 2037 and semi-annual interest payments are due on December 1 and June 1 through June 2037.

Equipment Financing:

In 2021, the District purchased two Pierce Enforcer Type 1 Pumps. The five year purchase agreement with PNC Equipment Financing requires an annual payment of \$146,158 including an interest rate of 1.445% through January 2026. The loan is collateralized by the two Pierce Enforcers.

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 for the year ended June 30, 2024

6. Long-Term Debt, continued:

The future annual maturities of all long-term borrowings as of June 30, 2024 are as follows:

<u>Year ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 326,341	\$ 223,220	\$ 549,561
2026	348,729	213,154	561,883
2027	230,000	201,244	431,244
2028	250,000	190,606	440,606
2029	275,000	179,044	454,044
2030-2034	1,810,000	663,763	2,473,763
2035-2039	<u>1,395,000</u>	<u>149,100</u>	<u>1,544,100</u>
	<u>\$4,635,070</u>	<u>\$1,820,131</u>	<u>\$6,455,201</u>

7. Mitigation Fees:

Activities of the mitigation reserve for 2023-24 follows:

Balance, 7/1/23		\$1,242,006
Add, mitigation fees	\$ 520,617	
interest income	<u>46,046</u>	
	566,663	
Deduct, provided for capital items	<u>198,693</u>	
		<u>367,970</u>
Balance, 6/30/24		<u>\$1,609,976</u>
Cash on hand:		
County		<u>\$1,609,976</u>

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 for the year ended June 30, 2024

8. <u>Equity:</u>		
General Fund:		
Restricted for:		
Mitigation reserve		\$ 1,609,976
Committed for:		
Imprest cash reserve	\$ 250	
Facilities reserve	316,487	
Apparatus reserve	501,705	
Major equipment reserve	123,627	
Contingency reserve	<u>714,456</u>	
		1,656,525
Unassigned		<u>2,215,054</u>
		<u>\$ 5,481,555</u>
Statement of Net Position/Deficiency:		
Net investment in capital assets		\$ 11,427,025
Restricted:		
Mitigation reserve		1,609,976
Unrestricted:		
Board designated:		
Imprest cash reserve	\$ 250	
Facilities reserve	316,487	
Apparatus reserve	501,705	
Major equipment reserve	123,627	
Contingency reserve	<u>714,456</u>	
	1,656,525	
Undesignated	<u>(15,190,290)</u>	
		<u>(13,533,765)</u>
		<u>\$ (496,764)</u>

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

9. Defined Benefit Retirement Plan:

A. General Information About the Pension Plan

Plan Description

The District contributes to the California Public Employees Retirement System (CalPERS), a cost sharing multiple-employer defined benefit pension plan. The District participates in the miscellaneous 3% at age 55 risk pool (safety) and 3.0% at age 60 risk pool (miscellaneous). Effective on January 1, 2013, in accordance with Public Employees' Pension Reform Act (PEPRA), new employees who meet the definition of new member of CalPERS will have benefit formulas calculated as (safety) 2.7% at age 57 and (miscellaneous) 2% at age 62.

CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. CalPERS acts as a common investment and administrative agent for participating public employers within the State of California. CalPERS require agencies with less than 100 active members in the plan to participate in the risk pool. All District permanent employees are eligible to participate in the System. Benefits vest after five years of service. Pre-PEPRA (December 31, 2012 and earlier hires) District employees who retire at age 50 to 55 and with over 5 years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 2.40 to 3.00 percent of their average salary (safety) during their last highest year of employment and 2.00 to 2.50 percent (miscellaneous). Employees hired on or after January 1, 2013 use last highest three years of employment to determine retirement benefit.

A menu of benefits provision as well as other requirements is established by State Statutes within the Public Employees Retirement Law. The plan selects optional benefit provisions from the benefit menu by contract with CalPERS and adopts those benefits through District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided

Covered employees are required by statute to contribute 9 to 11.5% percent (safety) and 6.25 to 8 percent (miscellaneous) of their salary to the plan after a formula to coordinate with Social Security. The District is required by the same statute to contribute the remaining amounts necessary to pay benefits when due; however, the employees paid all employees' share. The District is required to contribute at an actuarially determined rate.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

9. Defined Benefit Retirement Plan, continued:

Benefits Provided, continued

The contribution requirements of the plan members and the District are established and may be amended by CalPERS.

In 2015, the District contributed an additional \$5,039,967 to pay the 6/30/15 Side Fund and Share of Pre-2013 Pool UAL. The contribution was funded by the issuance of Certificates of Participation.

The Plans' provisions and benefits in effect at June 30, 2024, are summarized as follows:

	<u>Safety</u>	<u>Miscellaneous</u>	<u>PEPRA Safety Plan</u>	<u>PEPRA Miscellaneous</u>
Benefit formula	3% at 55	3% at 60	2.7% at 57	2.0% at 62
Benefit vesting schedule	5 years of service	5 years of service	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life	monthly for life	monthly for life
Retirement age	50 to 55+	50 to 60+	50-57+	52+
Monthly benefits, as a % of eligible compensation	2.4% to 3.0%	2.0% to 3.0%	2-2.7%	1-2.5%
Required employee contribution rates	9%	8%	13.75%	7.75%
Required employer contribution rates	21.15%	14.26%	13.54%	7.68%
Employee Contributions after cost sharing	12%	11%	N/A	N/A
Employer Contributions after cost sharing	18.840%	12.25%	N/A	N/A

Contributions – Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 for the year ended June 30, 2024

9. Defined Benefit Retirement Plan, continued:

Contributions, continued –

For the year ended June 30, 2024, District’s contributions to the Plan were as follows:

	<u>Safety & Miscellaneous</u>
Contributions – employer	\$ <u>2,048,789</u>

B. *Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions:*

As of June 30, 2024, the District reported net pension liability for its proportionate share of the net pension liability as follows:

Net pension liability	\$ <u>17,231,982</u>
-----------------------	----------------------

The District’s net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2023, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022 rolled forward to June 30, 2023 using standard update procedures. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 For the year ended June 30, 2024

9. Defined Benefit Retirement Plan, continued:

B. *Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions:*

The District's proportionate share of the net pension liability for the Plan as of June 30, 2023 was as follows:

	Miscellaneous Plan
Proportion – June 30, 2022	0.0214%
Proportion – June 30, 2023	<u>0.0221%</u>
Change – Increase/(Decrease)	<u>-0.0007%</u>
	Safety Plan
Proportion – June 30, 2022	0.2027%
Proportion – June 30, 2023	<u>0.2158%</u>
Change – Increase/(Decrease)	<u>-0.0131%</u>

For the year ended June 30, 2024, the District recognized pension expense of \$3,595,307.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

9. Defined Benefit Retirement Plan, continued:

B. *Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions:*

At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes of assumptions	\$1,213,146	\$ -
Diff. between expected and actual experience	1,386,150	-
Net diff. between projected and actual earnings on pension plan investments	3,001,551	-
Changes in proportion and differences between District contributions and proportionate share of employer contributions	1,704,975	2,106,475
District contributions subsequent to the measurement date	<u>2,048,789</u>	<u>-</u>
	<u>\$9,354,611</u>	<u>\$ 2,106,475</u>

\$2,048,789 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of net pension liability in the year ended June 30, 2025. Other following amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year Ended June 30</u>	<u>Annual Amortization</u>
2025	\$ 1,496,768
2026	1,169,079
2027	2,451,452
2028	82,048
Thereafter	-

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 for the year ended June 30, 2024

9. Defined Benefit Retirement Plan, continued:

Actuarial Assumptions – The total pension liabilities in the June 30, 2023 actuarial valuations were determined using the following actuarial assumptions:

Valuation date	June 30, 2022
Measurement date	June 30, 2023
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount rate	6.90%
Inflation	2.5%
Payroll Growth	3.0%
Projected Salary Increase	3.3%-14.2%
Investment Rate of Return	6.90%, net of investment expense including inflation
Mortality	2021 CalPERS mortality table, with adjustments for mortality improvements using Scale MP-2020

Discount Rate – The discount rate used to measure the total pension liability was 6.90% for each Plan. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

9. Defined Benefit Retirement Plan, continued:

Long-Term Expected Rate of Return:

In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated, and combined with risk estimates, are used to project compound (geometric) returns over the long term. The discount rate used to discount liabilities was informed by the long-term projected portfolio return.

The expected real rates of return by asset class are as follows:

Asset Class	Assumed Asset Allocation	Real Return Years 1-10 ^{1,2}
Global equity – cap-weighted	30.00%	4.45%
Global equity – non-cap-weighted	12.00	3.84
Private Equity	13.00	7.28
Treasury	5.00	0.27
Mortgage-backed Securities	5.00	0.50
Investment Grade Corporates	10.00	1.56
High Yield	5.00	2.27
Emerging Market Debt	5.00	2.48
Private Debt	5.00	3.57
Real Assets	15.00	3.21
Leverage	(5.00)	(0.59)

¹An expected inflation of 2.30% used for this period.

²Figures are based on the 2021-22 Asset Liability Management study.

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 for the year ended June 30, 2024

9. Defined Benefit Retirement Plan, continued:

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the District’s proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

1% Decrease	5.9%
Net Pension Liability	\$28,902,958
Current Discount Rate	6.9%
Net Pension Liability	\$17,231,982
1% Decrease	7.9%
Net Pension Liability	\$ 7,686,336

10. Other Post-Employment Benefits (OPEB):

Plan Description

The District provides post-employment health care benefits to eligible retirees and their eligible dependents who retire from the District at age 50 with at least five years of service, or become fully disabled while working. The District participates in the CalPERS Medical Program and retirees may enroll in one of the medical plans offered by CalPERS. Benefits continue throughout the lifetime of the retiring employee and his/her spouse, or registered domestic partner. The District will pay the full amount of the CalPERS medical premium for the retiree and spouse, but not to exceed \$858.08 per month.

Net OPEB Liability

The District’s net OPEB liability was measured as of June 30, 2023, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2023.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

10. Other Postemployment Benefits (OPEB), continued:

Actuarial Assumptions

The total OPEB liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions:

Inflation:	2.75%
Salary increases:	3.0%, including inflation
Investment rate of return:	6.15% per year
Healthcare cost trend rates:	CalPERS medical premiums assumed to increase 5.25% each year
Measurement date:	June 30, 2023

Mortality rates were taken from the 2021 CalPERS valuation.

Discount Rate

The discount rate was taken to be equal to the long-term expected rate of return on OPEB plan investments, 6.15%, because a projection of cash flows showed that the invested assets would be sufficient to make all projected benefit payments to current and former employees.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

10. Other Postemployment Benefits “OPEB”, continued:

Change in Net OPEB Liability as of June 30, 2023

	<u>Total OPEB Liability</u>	<u>Plan Fiduciary Net Position</u>	<u>Net OPEB Liability</u>
Balance at June 30, 2022	\$5,281,634	\$1,357,528	\$3,924,106
Changes recognized for the measurement period:			
Service cost	105,470	-	105,470
Interest	312,530	-	312,530
Differences between actual and expected experience	(58,760)	-	(58,760)
Assumption changes	88,495	-	88,495
Employer contributions	-	399,683	(399,683)
Net investment income	-	94,888	(94,888)
Benefits payments	(399,683)	(399,683)	-
Net changes during July 1, 2022 to June 30, 2023	<u>48,052</u>	<u>94,888</u>	<u>(46,836)</u>
Balance at June 30, 2023 (Measurement Date)	<u>\$5,329,686</u>	<u>\$1,452,416</u>	<u>\$3,877,270</u>

Sensitivity of the Net OPEB liability to changes in the discount rate

The following presents the net OPEB liability with a discount rate 1% higher and 1% lower than assumed in the valuation:

	<u>Discount Rate 1% Lower 5.15%</u>	<u>Valuation Discount Rate 6.15%</u>	<u>Discount Rate 1% Higher 7.15%</u>
Net OPEB liability, June 30, 2023	<u>\$4,613,698</u>	<u>\$3,877,270</u>	<u>\$3,274,959</u>

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

10. Other Postemployment Benefits “OPEB”, continued:

Sensitivity of the Net OPEB liability to changes in healthcare cost trend rates

The following presents the total OPEB liability with a healthcare cost trend rate 1% higher and 1% lower than assumed in the valuation:

	1% Decrease <u>4.25%</u>	Assumed Rate <u>5.25%</u>	1% Increase <u>6.25%</u>
Net OPEB liability, June 30, 2023	<u>\$3,788,326</u>	<u>\$3,877,270</u>	<u>\$3,940,855</u>

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2024 the District recognized OPEB expense of \$434,248. The values of deferred outflows and inflows of resources related to OPEB as of June 30, 2023, to be reported as of June 30, 2024 are:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 389,965	\$ 51,927
Changes of assumptions	86,003	-
Net difference between projected and actual earnings on OPEB plan investments	191,234	88,552
District contributions subsequent to the measurement date	<u>279,049</u>	<u>-</u>
	<u>\$ 946,251</u>	<u>\$ 140,479</u>

\$279,049 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability in the year ended June 30, 2025.

SOUTH PLACER FIRE DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 for the year ended June 30, 2024

10. Other Postemployment Benefits “OPEB”, continued:

Other amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended <u>June 30</u>	
2025	\$ 100,501
2026	93,888
2027	133,605
2028	72,064
2029	66,560
Thereafter	60,105

Funding Policy

The contribution requirements of plan members and the District are established and may be amended by the Board of Directors. In 2023 the District entered into a PARS (Public Agency Retirement Services) combo trust as part of a PARS investment update. As of June 30, 2024, the District had a combined balance of \$1,614,543 in irrevocable trusts with PARS to fund the cost of future benefits.

11. Subsequent Events:

Management has evaluated subsequent events through October 25, 2024, the date these June 30, 2024 financial statements were available to be issued.

SOUTH PLACER FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
for the year ended June 30, 2024

12. District accomplishments:

The District had a productive year. Listed below are several noteworthy accomplishments:

- **Completion of the Master Plan:** One of our major achievements this year was completing the long-anticipated Master Plan. This comprehensive document, developed with input from our community, serves as a roadmap for the future of the South Placer Fire District. It ensures we meet our community's demands and was the baseline for developing our strategic plan.
- **Development of a Strategic Plan:** Building on the foundation of the Master Plan, we began developing a Strategic Plan. This plan will outline South Placer Fire's vision and goals over the next five years. The strategic plan aims to align District resources and efforts toward achieving measurable outcomes. The Strategic Plan should be adopted in FY 24/25.
- **Improved Response Times:** South Placer Fire has seen a measurable improvement in response times despite station closures. These decreased response times translate directly into enhanced safety for our communities and are critical in fulfilling our commitment to timely and effective emergency services.
- **Prudent Fiscal Management:** The District has exercised disciplined fiscal management throughout the year to ensure we remain within budget while investing in areas of need. The District has funded important initiatives without compromising our financial stability. One such initiative was the acquisition of a new water tender, funded primarily through a successful grant application, demonstrating the District's careful resource allocation. Prudent fiscal management helps sustain current service levels and positions the District for future challenges and growth.

REQUIRED SUPPLEMENTARY INFORMATION

SOUTH PLACER FIRE DISTRICT
 SCHEDULE OF THE PLAN'S PROPORTIONATE SHARE OF THE NET
 PENSION LIABILITY AND RELATED RATIOS

As of June 30, 2024
 Last 10 years (1)

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
District's proportion of the net pension liability	0.1381%	0.1293%	0.0636%	0.1063%
District's proportionate share of the net pension liability	\$17,231,982	\$14,930,980	\$3,437,844	\$11,566,739
District's covered -- employee payroll	\$ 8,194,362	\$ 7,630,588	\$8,309,669	\$ 5,555,120
Proportionate share of the net pension liability as percentage of covered-employee payroll	210.29%	195.67%	41.37%	208.22%
Plan fiduciary net position as a percentage of the total pension liability	79.76%	80.99%	95.09%	82.07%

Changes in assumptions: None

(1) Fiscal year 2015 was the 1st year of implementation, therefore ten years are shown.

<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
0.0960%	0.0888%	0.0787%	0.0717%	0.0506%	0.04557%
\$9,833,883	\$8,560,939	\$7,809,356	\$6,202,656	\$3,472,072	\$8,506,504
\$5,381,980	\$5,352,069	\$4,945,831	\$3,930,094	\$3,917,318	\$3,983,515
182.72%	159.96%	157.90%	157.82%	88.63%	262.31%
83.61%	84.30%	83.76%	85.06%	91.01%	77.32%

SOUTH PLACER FIRE DISTRICT
SCHEDULE OF CONTRIBUTIONS FOR PENSIONS
As of June 30, 2024
Last 10 years (1)

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
Contractually required contribution (actuarially determined)	\$2,048,789	\$2,020,202	\$1,785,806	\$ 898,376
Contributions in relation to the actuarially determined contributions	<u>2,048,789</u>	<u>2,020,202</u>	<u>1,785,806</u>	<u>898,376</u>
Contribution deficiency (excess)	\$ <u> -</u>	\$ <u> -</u>	\$ <u> -</u>	\$ <u> -</u>
Covered – employee payroll	\$8,194,362	\$7,630,588	\$8,309,669	\$5,555,120
Contributions as a percentage of covered employee payroll	25.00%	26.47%	21.49%	16.17%
Notes to Schedule:				
Valuation date:	6/30/23	6/30/22	6/30/21	6/30/20

Methods and assumptions used to determine contribution rates:

Amortization method	Entry Age Normal Cost Method
Amortization method/period	For details, see June 30, 2020 Funding Valuation Report, Section 2
Asset valuation method	Market Value with Direct Rate Smoothing
Inflation	2.50%
Salary increases	Varies by Entry Age and Service
Discount rate	6.90% Net of Pension Plan Investment and Admin. Expenses

(1) Fiscal year 2015 was the 1st year of implementation, therefore ten years are shown.

<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
\$ 828,340	\$ 773,241	\$ 699,342	\$ 753,888	\$1,749,040	\$ 916,652
<u>828,340</u>	<u>773,241</u>	<u>699,342</u>	<u>753,888</u>	<u>2,148,756</u>	<u>916,652</u>
\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>(399,716)</u>	\$ <u>-</u>
\$5,381,980	\$5,352,069	\$4,945,831	\$3,930,094	\$3,917,318	\$3,372,003
15.39%	14.45%	14.14%	14.05%	20.70%	24.83%
6/30/19	6/30/18	6/30/17	6/30/16	6/30/15	6/30/14

SOUTH PLACER FIRE DISTRICT
SCHEDULE OF CONTRIBUTIONS FOR OPEB
As of June 30, 2024
Last 10 years (1)

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
Contractually required contribution (actuarially determined)	\$ 279,049	\$ 338,189	\$ 363,787	\$ 294,000
Contributions in relation to the actuarially determined contributions	<u>279,049</u>	<u>338,189</u>	<u>363,787</u>	<u>294,000</u>
Contribution deficiency (excess)	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
Covered – employee payroll	\$7,702,951	\$8,153,705	\$7,976,458	\$7,620,717
Contributions as a percentage of covered employee payroll	3.62%	4.15%	4.56%	3.86%
Notes to Schedule:				
Valuation date:	6/30/23	6/30/22	6/30/21	6/30/20

(1) Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

<u>2020</u>	<u>2019</u>	<u>2018</u>
\$ 273,000	\$ 331,718	\$ 303,128
<u>273,000</u>	<u>331,718</u>	<u>275,827</u>
\$ <u>-</u>	\$ <u>-</u>	\$ <u>27,301</u>
\$7,243,269	\$7,129,638	\$3,930,094
3.77%	4.65%	7.02%
6/30/19	6/30/18	6/30/17

SOUTH PLACER FIRE DISTRICT
SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS
As of June 30, 2024

	<u>2024</u>	<u>2023</u>	<u>2022</u>
Total OPEB liability:			
Service cost	\$ 105,470	\$ 102,398	\$ 73,373
Interest	312,530	310,607	289,826
Differences between actual and expected experience	(58,760)	-	306,672
Changes of assumptions	88,495	-	-
Benefit payments	<u>(399,683)</u>	<u>(363,787)</u>	<u>(300,136)</u>
Net change in total OPEB liability	48,052	49,218	369,735
Total OPEB liability, beginning	<u>5,281,634</u>	<u>5,232,416</u>	<u>4,862,681</u>
Total OPEB liability, ending	5,329,686	5,281,634	5,232,416
Plan fiduciary net position			
Contributions – employer	\$ 399,683	\$ 363,787	\$ 340,136
Net investment income	94,888	(211,227)	275,643
Benefit paid to retirees	(399,683)	(363,787)	(300,136)
Administrative expense	-	-	-
Net change in plan fiduciary net position	<u>94,888</u>	<u>(211,227)</u>	<u>315,643</u>
Plan fiduciary net position - beginning	<u>1,357,528</u>	<u>1,568,755</u>	<u>1,253,112</u>
Plan fiduciary net position - ending	1,452,416	1,357,528	1,568,755
Net OPEB Liability - ending	<u>\$3,877,270</u>	<u>\$3,924,106</u>	<u>\$3,663,661</u>
Plan fiduciary net position as a percentage of the total OPEB liability	27.25%	25.70%	29.98%
Covered-employee payroll	\$7,702,951	\$8,153,705	\$7,976,458
Net OPEB liability as a percentage of covered- employee payroll	50.33%	48.13%	45.93%

Notes to Schedule:

Changes in assumptions: none

Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
\$ 71,236	\$ 60,958	\$ 59,183	\$ 57,459
284,804	255,887	249,210	240,931
-	365,718	-	-
-	15,918	-	-
<u>(248,638)</u>	<u>(207,928)</u>	<u>(191,718)</u>	<u>(135,827)</u>
107,402	490,553	116,675	162,563
<u>4,755,279</u>	<u>4,264,726</u>	<u>4,148,051</u>	<u>3,985,488</u>
4,862,681	4,755,279	4,264,726	4,148,051
\$ 288,638	\$ 287,928	\$ 331,718	\$ 275,827
39,140	66,993	49,415	61,893
<u>(248,638)</u>	<u>(207,928)</u>	<u>(191,718)</u>	<u>(135,827)</u>
-	-	-	-
79,140	146,993	189,415	201,893
<u>1,173,972</u>	<u>1,026,979</u>	<u>837,564</u>	<u>635,671</u>
1,253,112	1,173,972	1,026,979	837,564
<u>\$3,609,569</u>	<u>\$3,581,307</u>	<u>\$3,237,747</u>	<u>\$3,310,487</u>
25.77%	24.69%	24.08%	20.19%
\$7,620,717	\$7,243,269	\$7,129,638	\$3,930,094
47.37%	49.44%	45.41%	84.23%

**SOUTH PLACER
FIRE DISTRICT**

**REPORT ON ACCOUNTING CONTROLS
AND PROCEDURES**

June 30, 2024

ROBERT W. JOHNSON
Certified Public Accountant



Robert W. Johnson
an accountancy corporation

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www.bob-johnson-cpa.com

October 25, 2024

To the Board of Directors
South Placer Fire District
Granite Bay, California

In planning and performing our audit of the financial statements of the governmental activities and the major fund of South Placer Fire District as of and for the year ended June 30, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered South Placer Fire District's system of internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We have enclosed other recommendations for your consideration.

This communication is intended solely for the information and use of management, and Board of Directors, and others within the District, and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

Robert W. Johnson, An Accountancy Corporation

Robert W. Johnson, An Accountancy Corporation
Citrus Heights, California
October 25, 2024

1. Comparison of Operational Results – Government-wide:

	<u>2024</u>	<u>2023</u>	<u>Favorable (Unfavorable) Variance</u>
Program revenues	\$ 3,095,022	\$ 2,898,052	\$ 196,970
General revenues	<u>13,475,403</u>	<u>13,264,669</u>	<u>210,734</u>
Total revenues	16,570,425	16,162,721	407,704
Expenses	<u>17,095,392</u>	<u>16,133,011</u>	<u>(962,381)</u>
Net income/(loss)	\$ <u>(524,967)</u>	\$ <u>29,710</u>	\$ <u>(554,677)</u>
Cash	\$ <u>6,100,418</u>	\$ <u>5,435,545</u>	\$ <u>664,873</u>
Net pension liability	\$ <u>17,231,982</u>	\$ <u>14,930,980</u>	\$ <u>(2,301,002)</u>
Deferred outflows – pension and OPEB	<u>\$10,300,862</u>	<u>\$10,891,076</u>	<u>\$ (590,214)</u>
Net OPEB liability	\$ <u>3,877,270</u>	\$ <u>3,924,106</u>	\$ <u>46,836</u>
Deferred inflows – pension and OPEB	\$ <u>2,246,954</u>	\$ <u>3,451,111</u>	\$ <u>1,204,157</u>

Observations:

Government-wide financial statements present capital assets and depreciation, long-term debt, including net pension and net OPEB liabilities. Noteworthy items are as follows:

6% increase in expenses (government-wide financial statements refer to “expenses” rather than “expenditures” in fund financial statements)—primarily due to significant increase in net pension liability.

The District’s revenues increased by 3%.

South Placer Fire District
BALANCE SHEET
For the Twelve Months Ending Sunday, June 30, 2024

ASSETS	
CURRENT ASSETS	
Cash	\$4,321,469.19
Imprest Cash	250.00
Wells Fargo Operating General Checking Account	168,723.07
Consolidated Mitigation Account	1,609,976.22
Prepaid Expenses	7,214.28
Accounts Receivable	651,648.48
Accounts Receivable -Other	27,089.65
Interest Receivable	17,006.81
Allowance for Bad Debt	(195,495.00)
FIXED ASSETS	
Land	379,248.00
Buildings	9,266,373.95
Equipment	2,256,367.99
Apparatus	7,647,784.99
Accumulated Depreciation	(7,837,680.00)
TOTAL FIXED ASSETS	<u>11,712,094.93</u>
TOTAL ASSETS	<u><u>18,319,977.63</u></u>

South Placer Fire District
BALANCE SHEET
For the Twelve Months Ending Sunday, June 30, 2024

LIABILITIES & EQUITY	
CURRENT LIABILITIES	
Accounts Payable	242,735.30
Salaries & Benefits Payable	438,725.58
Compensated Absences Payable	358,350.22
457 Deferred Comp. Payable	18,496.38
Group Insurance Payable	10,883.34
Flexible Benefits Payable	21,501.91
Union Dues Payable	3,625.76
OPEB Obligation Payable	32,001.28
TOTAL CURRENT LIABILITIES	1,126,319.77
LONG TERM LIABILITIES	
EQUITY	
Mitigation Reserve	1,609,976.22
Fund Balance Unassigned	1,717,293.63
F/B Res For Imprest Cash	250.00
Investment in Fixed Assets	11,712,094.93
F/B Designated For F/A Acq	501,704.82
Reserve for Facilities	316,487.00
Unassigned Major Equipment	123,627.00
F/B Designated For Contingency	714,456.60
Net Profit	497,767.66
TOTAL EQUITY	17,193,657.86
TOTAL LIABILITIES & EQUITY	18,319,977.63

South Placer Fire District
Profit & Loss Statement - Detail
For the Twelve Months Ending Sunday, June 30, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
REVENUES					
Current Sec Property Tax Gen	0-000-6000-001	\$9,565,667	\$9,567,127	\$1,460	0.02%
Unitary & Op Non-Unitary	0-000-6000-002	191,977	191,854	(123)	(0.06%)
Curr Unsec Property Tax Gen	0-000-6000-003	199,475	207,260	7,785	3.76%
Prior Secured PropetyTaxes	0-000-6000-004	(672)	836	1,508	180.41%
Property Tax Prior Unsec	0-000-6000-005	4,804	2,593	(2,211)	(85.26%)
Supp - Property Tax Current	0-000-6000-006	283,238	243,400	(39,838)	(16.37%)
Prior Supplemental Property Tax	0-000-6000-008	754	550	(204)	(37.17%)
SPFD Special Tax	0-000-6001-000	713,369	713,370	1	0.00%
Loomis Special Tax	0-000-6001-001	539,943	539,943	0	(0.00%)
Loomis Fire Protection & Response Assessment	0-000-6002-000	1,147,591	1,147,591	0	(0.00%)
Railroad Unitary Tax	0-000-6106-000	5,959	5,709	(250)	(4.37%)
Interest-County	0-000-6950-000	87,611	20,000	(67,611)	(338.06%)
Sect. 5151 Interest Refunded	0-000-6957-000	(402)	(385)	17	(4.33%)
HOPTRS	0-000-7000-000	52,363	51,221	(1,142)	(2.23%)
Ambulance Services	0-000-8192-000	2,244,783	1,960,000	(284,783)	(14.53%)
Uniform Reimbursement	0-000-8193-001	29	100	71	71.00%
Other Miscellaneous	0-000-8193-010	66,634	130,000	63,366	48.74%
Fees For Service & Cost Recovery Charges	0-000-8193-011	547,332	310,000	(237,332)	(76.56%)
4850 Reimbursements	0-000-8193-014	32,645	30,000	(2,645)	(8.82%)
Cellular Tower Lease	0-000-8193-015	105,485	107,700	2,215	2.06%
MVA Fees	0-000-8193-016	9,643	7,500	(2,143)	(28.58%)
Local/State/Federal Grants	0-000-8193-018	74,307	771,496	697,189	90.37%
TOTAL OPERATING REVENUE		15,872,535	16,007,865	135,328	0.85%
OTHER REVENUES					
CFAA Revenues					
CFAA Revenues	0-000-8197-000	0	180,000	180,000	100.00%
Personnel Overtime	0-000-8197-001	23,312	0	(23,312)	0.00%
Apparatus Reimbursement	0-000-8197-003	19,955	0	(19,955)	0.00%
Aministration Cost Reimbursement	0-000-8197-004	13,529	0	(13,529)	0.00%
Admin. Time Off Reimbursement	0-000-8197-005	71,470	0	(71,470)	0.00%
Travel Expenses Reimbursement	0-000-8197-006	1,056	0	(1,056)	0.00%
Total CFAA Revenue		129,322	180,000	50,679	28.15%
Mitigation Revenues					
Consolidated Mitigation Revenue	0-000-8267-000	520,617	300,000	(220,617)	(73.54%)
Consolidated Mitigation Interest	0-000-8264-007	47,952	6,000	(41,952)	(699.20%)
Total Mitigation Revenue		568,569	306,000	(262,569)	(85.81%)

South Placer Fire District
Profit & Loss Statement - Detail
For the Twelve Months Ending Sunday, June 30, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
TOTAL OTHER REVENUES		697,891	486,000	(211,890)	(43.60%)
TOTAL REVENUES		16,570,426	16,493,865	(76,562)	(0.46%)
OPERATING EXPENSES					
SALARIES/BENEFITS					
Salaries & Wages	0-000-1002-000	6,222,838	6,684,168	461,330	6.90%
Sellback/Admin. & FF's	0-000-1004-000	79,413	105,000	25,587	24.37%
Reserve App FF	0-000-1005-000	0	20,000	20,000	100.00%
Board	0-000-1005-001	8,500	0	(8,500)	0.00%
Callback/Overtime-Firefighter	0-000-1006-000	1,650,715	1,000,000	(650,715)	(65.07%)
Comp For Absence/Illness	0-000-1007-000	52,163	25,000	(27,163)	(108.65%)
Out of Grade Pay	0-000-1008-000	152	3,000	2,848	94.92%
Other Payroll	0-000-1015-000	3,340	10,000	6,660	66.60%
Volunteer Length of Service Award	0-000-1016-000	1,000	1,000	0	0.00%
PERS Retirement	0-000-1300-000	1,119,587	1,151,541	31,954	2.77%
PERS Lump Sum Payment	0-000-1302-000	930,786	930,800	14	0.00%
Employer 457 Def. Comp. Match	0-000-1305-000	23,957	30,000	6,043	20.14%
Employment Taxes (FICA/Medicare/SUI)	0-000-1301-000	117,586	108,649	(8,937)	(8.23%)
Workmans Comp. Insurance	0-000-1315-000	751,268	770,000	18,732	2.43%
Agency Share Insurance	0-000-1550-000	990,571	1,230,179	239,608	19.48%
COP Debt Service	0-000-1552-000	0	400,404	400,404	100.00%
COP Debt - Principal	0-000-1552-001	175,000	0	(175,000)	0.00%
COP Debt Service - Interest	0-000-1552-002	225,403	0	(225,403)	0.00%
Labor Legal Fees	0-000-2010-000	39,354	60,000	20,646	34.41%
Uniform Allowance	0-000-2017-000	73,488	117,320	43,832	37.36%
Employees Assistance Program	0-000-2019-000	2,833	5,800	2,967	51.16%
CFAA Expenditures	0-000-1997-000	1,032	180,000	178,968	99.43%
Personnel Overtime Costs	0-000-1997-001	23,312	0	(23,312)	0.00%
Administration Costs	0-000-1997-002	13,529	0	(13,529)	0.00%
Admin. Time Off Costs	0-000-1997-005	71,470	0	(71,470)	0.00%
Total CFAA Expenditures		109,343	180,000	70,657	39.25%
TOTAL SALARIES/BENEFITS		12,577,297	12,832,861	255,564	1.99%
SERVICE & OPERATIONS					
Audit	0-000-2020-000	15,925	15,925	0	0.00%
Propane	0-000-2021-000	1,432	3,750	2,318	61.81%
Employee Physicals/DL/Wellness	0-000-2023-000	79,212	84,550	5,338	6.31%
ParamedicCert.EMT/CPR Classes	0-000-2024-000	4,884	6,140	1,256	20.46%
Ambulance Billing Services	0-000-2025-000	199,024	205,000	5,976	2.92%

South Placer Fire District
Profit & Loss Statement - Detail
For the Twelve Months Ending Sunday, June 30, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
Garbage	0-000-2026-000	9,548	12,500	2,952	23.62%
Gas & Electric	0-000-2027-000	0	50,000	50,000	100.00%
Stn 17 6900 Eureka Road	0-000-2027-001	15,922	0	(15,922)	0.00%
Stn 19 7070 Auburn Folsom Road	0-000-2027-003	13,308	0	(13,308)	0.00%
Stn 20 3505 Auburn Folsom Road	0-000-2027-005	4,502	0	(4,502)	0.00%
Stn 15 4650 East Rsvl. Parkway	0-000-2027-006	721	0	(721)	0.00%
Stn 16 5300 Olive Ranch	0-000-2027-016	9,341	0	(9,341)	0.00%
Stn 28 5840 Horseshoe Bar Rd	0-000-2027-028	6,042	0	(6,042)	0.00%
Stn 29	0-000-2027-029	625	0	(625)	0.00%
Insurance (FAIRA)	0-000-2028-000	158,312	147,061	(11,251)	(7.65%)
Memberships/Subscriptions	0-000-2030-000	17,478	21,183	3,705	17.49%
News Publications & Ads	0-000-2032-000	2,269	2,000	(269)	(13.45%)
Sewer	0-000-2035-000	6,754	7,000	246	3.51%
Telephone	0-000-2037-000	12,260	58,076	45,816	78.89%
Stn 17 6900 Eureka Road	0-000-2037-001	16,467	0	(16,467)	0.00%
Stn 19 7070 Auburn Folsom Road	0-000-2037-003	3,573	0	(3,573)	0.00%
Stn 20 3505 Auburn Folsom Road	0-000-2037-005	2,045	0	(2,045)	0.00%
Stn 15 4650 East Rsvl. Parkway	0-000-2037-006	2,134	0	(2,134)	0.00%
Stn 16 5300 Olive Ranch	0-000-2037-016	3,305	0	(3,305)	0.00%
Stn 28 5840 Horseshoe Bar Rd	0-000-2037-028	2,113	0	(2,113)	0.00%
Training Supplies	0-000-2038-000	9,082	17,500	8,418	48.10%
Business/Conference	0-000-2039-000	14,811	15,000	189	1.26%
Admin. Conference & Seminars	0-000-2039-001	1,933	0	(1,933)	0.00%
Education/Training	0-000-2040-000	21,911	25,000	3,089	12.35%
Water	0-000-2041-000	0	16,500	16,500	100.00%
Water - Station #17	0-000-2041-001	1,717	0	(1,717)	0.00%
Water - Station #19	0-000-2041-003	2,772	0	(2,772)	0.00%
Water - Station #20	0-000-2041-005	1,540	0	(1,540)	0.00%
Water - Station #15	0-000-2041-006	6,647	0	(6,647)	0.00%
Water- Station #16	0-000-2041-016	3,551	0	(3,551)	0.00%
Water- Station #28	0-000-2041-028	2,202	0	(2,202)	0.00%
Laundry	0-000-2042-000	1,790	1,850	60	3.25%
Legal/Consulting Fees	0-000-2043-000	126,055	70,000	(56,055)	(80.08%)
Prevention Consulting Fees	2043-001	157,517	95,000	(62,517)	(65.81%)
Petty Cash Fund	0-000-2044-000	0	250	250	100.00%
Pre-Employment Physicals/Background Inv.	0-000-2045-000	9,169	20,000	10,831	54.16%
Medical Waste Disposal	0-000-2046-000	3,723	4,500	777	17.28%
County Charges (Tax Collection Fees/LAFCO/Refunds)	0-000-2050-000	169,525	203,439	33,914	16.67%
LAFCO Fees	0-000-2050-002	13,653	0	(13,653)	0.00%

South Placer Fire District
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For the Twelve Months Ending Sunday, June 30, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
Direct Charge-Tax Collection Fee	0-000-2050-003	24,009	0	(24,009)	0.00%
Food/Drink-Incident Supplies	0-000-2053-000	4,585	7,500	2,915	38.87%
Safety Awards	0-000-2055-000	2,617	7,250	4,633	63.90%
Software Subscriptions	0-000-2056-000	122,726	139,067	16,341	11.75%
Cleaning/Maintenance Supplies	0-000-2120-000	8,996	17,000	8,004	47.08%
Computer Service & Maint.	0-000-2122-000	0	12,000	12,000	100.00%
Software Support	0-000-2122-001	8,626	0	(8,626)	0.00%
T1 Support	0-000-2122-002	260	0	(260)	0.00%
Fire Prevention Supplies	0-000-2123-000	2,882	10,000	7,118	71.18%
Prevention Misc Supplies	0-000-2123-001	3,393	0	(3,393)	0.00%
Fuel & Oil	0-000-2124-000	10,375	116,000	105,625	91.06%
Fuel-Station 17	0-000-2124-001	62,628	0	(62,628)	0.00%
Fuel -Station 19	0-000-2124-003	35,846	0	(35,846)	0.00%
Medical Supplies	0-000-2127-000	117,864	125,000	7,136	5.71%
Miscellaneous Supplies	0-000-2128-000	32	1,000	968	96.82%
Office Supplies/Computer	0-000-2129-000	7,378	8,000	622	7.77%
Oxygen	0-000-2130-000	7,653	8,250	597	7.23%
Postage/Shipping	0-000-2131-000	1,609	2,000	391	19.53%
Storage	0-000-2132-000	2,592	3,000	408	13.60%
Uniform Supplies	0-000-2133-000	8,379	14,000	5,621	40.15%
Misc. Firefighting Equip/Supplies	0-000-2135-000	19,040	20,000	960	4.80%
Radio Repair	0-000-2221-000	2,675	16,000	13,325	83.28%
Automotive Repairs/Supplies	0-000-2222-000	39,136	125,000	85,864	68.69%
03 Crown Victoria	0-000-2222-011	723	0	(723)	0.00%
08 Ford Super Crew 4X4	0-000-2222-014	1,796	0	(1,796)	0.00%
09 Ford BC Vehicle	0-000-2222-015	1,438	0	(1,438)	0.00%
14 Ford Expedition (LFPD)	0-000-2222-016	164	0	(164)	0.00%
16 Ford BC Duty Vehicle	0-000-2222-017	1,455	0	(1,455)	0.00%
2017 Ford F250XL	0-000-2222-021	5,763	0	(5,763)	0.00%
2020 Ford Expedition Max	0-000-2222-023	221	0	(221)	0.00%
2020 Ford Transit Van	0-000-2222-024	1,208	0	(1,208)	0.00%
2021 Ford Expedition (new 012)	0-000-2222-025	548	0	(548)	0.00%
1945 Ford Parade Truck (LFPD)	0-000-2222-102	479	0	(479)	0.00%
01 Ford F-350 Utility U17	0-000-2222-205	676	0	(676)	0.00%
03 Arson Trailer	0-000-2222-207	130	0	(130)	0.00%
06 Ford F-550 Shop Truck	0-000-2222-209	689	0	(689)	0.00%
Truck 17 100' Aerial	0-000-2222-301	3,499	0	(3,499)	0.00%
2002 Chevy	0-000-2222-401	805	0	(805)	0.00%
2012 F-350 Ambulance	0-000-2222-506	25	0	(25)	0.00%
2017 Ford E450 Medix Type III M20	0-000-2222-507	5,618	0	(5,618)	0.00%

South Placer Fire District
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		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
2017 Ford E450 Medix Type III	0-000-2222-508	3,098	0	(3,098)	0.00%
07 Ford F-550 West Mark G16	0-000-2222-603	1,610	0	(1,610)	0.00%
07 Ford F-550 West Mark G15	0-000-2222-604	724	0	(724)	0.00%
Loomis Brush 28	0-000-2222-605	331	0	(331)	0.00%
07 Freightliner Hi Tech B17	0-000-2222-710	1,366	0	(1,366)	0.00%
2015 Freightliner/ BR17	0-000-2222-711	494	0	(494)	0.00%
2012 Pierce International Br28	0-000-2222-713	362	0	(362)	0.00%
01 Westates Pumper OES 266 Engine	0-000-2222-812	1,457	0	(1,457)	0.00%
05 Spartan Hi Tech E16	0-000-2222-813	8,337	0	(8,337)	0.00%
05 Spartan Hi Tech E15	0-000-2222-814	(1,510)	0	1,510	0.00%
13 HME OES 380	0-000-2222-815	713	0	(713)	0.00%
2004 Spartan HiTec	0-000-2222-818	1,441	0	(1,441)	0.00%
2018 Pierce FT E18	0-000-2222-828	3,690	0	(3,690)	0.00%
2022 Pierce - 829	0-000-2222-829	7,502	0	(7,502)	0.00%
2022 Pierce - 830	0-000-2222-830	9,150	0	(9,150)	0.00%
85 GMC Tender WT17	0-000-2222-900	2,142	0	(2,142)	0.00%
2024 Freightliner Water Tanker	0-000-2222-901	4,040	0	(4,040)	0.00%
Facilities Maintenance	0-000-2225-000	1,946	98,100	96,154	98.02%
Stn 17 6900 Eureka Road	0-000-2225-001	38,748	0	(38,748)	0.00%
Stn 19 7070 Auburn Folsom Road	0-000-2225-003	16,269	0	(16,269)	0.00%
Stn 20 3505 Auburn Folsom Road	0-000-2225-005	8,137	0	(8,137)	0.00%
Stn 15 4650 East Roseville Parkway	0-000-2225-006	3,743	0	(3,743)	0.00%
Stn 17 Shop	0-000-2225-011	4,026	0	(4,026)	0.00%
Stn 16 5300 Olive Ranch Road	0-000-2225-016	9,464	0	(9,464)	0.00%
Stn 28 5840 Horseshoe Bar Rd	0-000-2225-028	8,614	0	(8,614)	0.00%
Stn 29	0-000-2225-029	842	0	(842)	0.00%
SCBA (maint/supplies/fit testing)	0-000-2226-000	5,945	12,990	7,045	54.23%
Equipment Service Maintenance	0-000-2227-000	19,963	39,085	19,122	48.92%
Turnout Clothing Maint.	0-000-2228-000	7,258	9,280	2,022	21.79%
Out Source Printing	0-000-2523-000	907	1,320	413	31.28%
Bad Debt Expense	0-000-8510-000	0	225,000	225,000	100.00%
Bad Debt Expense Ambulance	0-000-4521-010	358,420	0	(358,420)	0.00%
TOTAL SERVICE & OPERATIONS		2,182,561	2,099,066	(83,493)	(3.98%)
FIXED ASSETS					
Facilities	0-000-4456-000	9,704	19,758	10,054	50.89%
Station Maintenance/Tools	0-000-4456-017	8,950	0	(8,950)	0.00%
Firefighting Equipment	0-000-4462-000	27,128	32,000	4,872	15.22%
Protective Clothing/Turnout Clothing	0-000-4462-007	4,408	0	(4,408)	0.00%
EMS Equipment	0-000-4464-000	0	15,000	15,000	100.00%

South Placer Fire District
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For the Twelve Months Ending Sunday, June 30, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
CPR Mannequins	0-000-4464-007	802	0	(802)	0.00%
Office and Communications Equipment	0-000-4465-000	0	15,500	15,500	100.00%
Station IT	0-000-4465-028	9,160	0	(9,160)	0.00%
Vehicle IT	0-000-4465-029	210	0	(210)	0.00%
Shop Equipment	0-000-4470-000	1,017	5,000	3,983	79.65%
Cummins/Software and Cables	0-000-4470-007	3,517	0	(3,517)	0.00%
Fitness Equipment	0-000-4474-000	0	8,105	8,105	100.00%
TOTAL FIXED ASSETS		64,896	95,363	30,467	31.95%
CAPITAL EXPENDITURES					
Water Tender	0-000-4510-031	446,021	426,000	(20,021)	(4.70%)
12 Lead Heart Monitors/EKG Monitors	0-000-4511-003	354,814	354,814	0	0.00%
Mobile/Portable Radios	0-000-4511-011	0	68,000	68,000	100.00%
Med Vaults	0-000-4511-035	20,156	21,000	844	4.02%
St.. 17 Generator	0-000-4512-032	87,689	160,000	72,311	45.19%
St. 16 Generator	0-000-4512-033	66,134	65,000	(1,134)	(1.74%)
Recliners	0-000-4512-047	0	5,000	5,000	100.00%
Replace/Waterproof electric box at tower	0-000-4512-048	0	1,000	1,000	100.00%
App. Bay Heaters	0-000-4512-051	7,373	5,000	(2,373)	(47.45%)
Shop Heat/AC Unit	0-000-4512-052	8,631	11,100	2,469	22.24%
TOTAL CAPITAL EXPENDITURES		990,818	1,116,914	126,097	11.29%
CONSOLIDATED MITIGATION EXPENDITURES					
Type 1 Engine PNC Equipment Finance	0-000-4523-021	146,158	147,000	842	0.57%
Tablet Command	0-000-4523-054	77,102	112,000	34,898	31.16%
ISRAM Ambulance	0-000-4523-059	33,830	425,000	391,170	92.04%
EMS Chief Vehicle	0-000-4523-060	0	100,000	100,000	100.00%
TOTALCONSOLITED MITIGATION EXPENDITURES		257,090	784,000	526,909	67.21%
TOTAL OPERATING EXPENSES		16,072,662	16,928,204	855,544	5.05%
EXCESS OF REVENUE/EXPENDITURES		497,764	(434,339)	(932,107)	214.60%
BEGINNING FUND BALANCE		4,983,795	4,983,795	0	0.00%
ENDING FUND BALANCE		5,481,559	4,549,456	(932,107)	(20.49%)

COMPONENTS OF FUND BALANCE

South Placer Fire District
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		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
Ending FB Consolidated Mit. Reserve	0-000-0565-000	0	(764,006)	(764,006)	100.00%
Ending FB Unres/Undes	0-000-0554-000	0	(2,128,925)	(2,128,925)	100.00%
Ending FB Res for Imprest Cash	0-000-0555-000	0	(250)	(250)	100.00%
Ending FB Designated for F/A Acq	0-000-0556-000	0	(501,705)	(501,705)	100.00%
Ending FB Facilities	0-000-0557-000	0	(316,487)	(316,487)	100.00%
Ending FB Unassigned Major Equipment	0-000-0558-000	0	(123,627)	(123,627)	100.00%
Ending FB Contingent Reserve	0-000-0559-000	0	(714,457)	(714,457)	100.00%
		0	(4,549,457)	(4,549,456)	100.00%

South Placer Fire District
Profit & Loss Statement
For the Twelve Months Ending Sunday, June 30, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
REVENUES					
Secured Property Tax General	0-000-6000-001	\$9,565,667	\$9,567,127	\$1,460	0.02%
Unitary & Op Non-Unitary	0-000-6000-002	191,977	191,854	(123)	(0.06%)
Current Unsecured Property Tax	0-000-6000-003	199,475	207,260	7,785	3.76%
Delinquent Secured Property Taxes	0-000-6000-004	(672)	836	1,508	180.41%
Delinquent Unsecured Property Tax	0-000-6000-005	4,804	2,593	(2,211)	(85.26%)
Current Supplemental Property Tax	0-000-6000-006	283,238	243,400	(39,838)	(16.37%)
Delinquent Supplemental Property Tax	0-000-6000-008	754	550	(204)	(37.17%)
SPFD Special Tax	0-000-6001-000	713,369	713,370	1	0.00%
Loomis Special Tax	0-000-6001-001	539,943	539,943	0	(0.00%)
Loomis Fire Protection & Response Assessment	0-000-6002-000	1,147,591	1,147,591	0	(0.00%)
Railroad Unitary Tax	0-000-6106-000	5,959	5,709	(250)	(4.37%)
Interest-County	0-000-6950-000	87,611	20,000	(67,611)	(338.06%)
Sect. 5151 Interest Refunded	0-000-6957-000	(402)	(385)	17	(4.33%)
HOPTERS Intergovernmental Revenue	0-000-7000-000	52,363	51,221	(1,142)	(2.23%)
Ambulance Services	0-000-8192-000	2,244,783	1,960,000	(284,783)	(14.53%)
Uniform Reimbursement	0-000-8193-001	29	100	71	71.00%
Other Miscellaneous	0-000-8193-010	66,634	130,000	63,366	48.74%
Fees For Service & Cost Recovery Charges	0-000-8193-011	547,332	310,000	(237,332)	(76.56%)
4850 Reimbursements	0-000-8193-014	32,645	30,000	(2,645)	(8.82%)
Cellular Tower Lease	0-000-8193-015	105,485	107,700	2,215	2.06%
MVA Fees	0-000-8193-016	9,643	7,500	(2,143)	(28.58%)
Local/State/Federal Grants	0-000-8193-018	74,307	771,496	697,189	90.37%
CFAA Revenues	8197	129,321	180,000	50,679	28.15%
TOTAL GENERAL REVENUES		16,001,856	16,187,865	186,006	1.15%
Consolidated Mitigation Fee Revenue	0-000-8267-000	520,617	300,000	(220,617)	(73.54%)
Consolidated Mitigation Interest	0-000-8264-007	47,952	6,000	(41,952)	(699.20%)
TOTAL RESTRICTED MITIGATION REVENUES		568,569	306,000	(262,569)	(85.81%)
TOTAL ALL REVENUES		16,570,425	16,493,865	(76,562)	(0.46%)
OPERATING EXPENSES					
SALARIES/BENEFITS					
Salaries & Wages	1002:1003	6,222,838	6,684,168	461,330	6.90%
Sellback/Admin. & FF's	1004	79,413	105,000	25,587	24.37%
Intern FF/Board/Res.App FF/PT	1005	8,500	20,000	11,500	57.50%
Callback/Overtime-Firefighter	1006	1,650,715	1,000,000	(650,715)	(65.07%)
Comp For Absence/Illness	1007	52,163	25,000	(27,163)	(108.65%)
Out of Grade Pay	1008	152	3,000	2,848	94.92%
Other Payroll	1015	3,340	10,000	6,660	66.60%
Volunteer Length of Service Award	1016	1,000	1,000	0	0.00%
PERS Retirement	1300	1,119,587	1,151,541	31,954	2.77%
PERS Lump Sum Payment	1302	930,786	930,800	14	0.00%
Employer 457 Def. Comp. Match	1305	23,957	30,000	6,043	20.14%
Employment Taxes (FICA/Medicare/SUI)	1301	117,586	108,649	(8,937)	(8.23%)
Workmans Comp. Insurance	1315	751,268	770,000	18,732	2.43%
Agency Share Insurance	1550	990,571	1,230,179	239,608	19.48%
COP Debt Service	1552	400,403	400,404	2	0.00%
Labor Legal	2010	39,354	60,000	20,646	34.41%
Uniform Allowance/Cell Phone	2017	73,488	117,320	43,832	37.36%
Employees Assistance Program	2019	2,833	5,800	2,967	51.16%
CFAA Expenditures	1997	109,343	180,000	70,657	39.25%
TOTAL SALARIES/BENEFITS/CFAA		12,577,297	12,832,861	255,564	1.99%
SERVICE & OPERATIONS					
Audit	2020	15,925	15,925	0	0.00%
Propane	2021	1,432	3,750	2,318	61.81%
Employee Physicals/DL/Wellness	2023	79,212	84,550	5,338	6.31%
ParamedicCert.EMT/CPR Classes	2024	4,884	6,140	1,256	20.46%
Ambulance Billing Service	2025	199,024	205,000	5,976	2.92%

South Placer Fire District
Profit & Loss Statement
For the Twelve Months Ending Sunday, June 30, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
Garbage	2026	9,548	12,500	2,952	23.62%
Gas & Electric	2027	50,462	50,000	(462)	(0.92%)
Insurance (FAIRA)	2028	158,312	147,061	(11,251)	(7.65%)
Memberships/Subscriptions	2030	17,478	21,183	3,705	17.49%
News Publications & Ads	2032	2,269	2,000	(269)	(13.45%)
Sewer	2035	6,754	7,000	246	3.51%
Telephone	2037	41,897	58,076	16,179	27.86%
Training Supplies	2038	9,082	17,500	8,418	48.10%
Business/Conference	2039	16,744	15,000	(1,744)	(11.63%)
Education/Training	2040	21,911	25,000	3,089	12.35%
Water	2041	18,430	16,500	(1,930)	(11.70%)
Laundry	2042	1,790	1,850	60	3.25%
Legal/Consulting Fees	2043-000	126,055	70,000	(56,055)	(80.08%)
Prevention Consulting Fees	2043-001	157,517	95,000	(62,517)	(65.81%)
Petty Cash Fund	2044	0	250	250	100.00%
Pre-Employment Testing/Background Inv.	2045	9,169	20,000	10,831	54.16%
Medical Waste Disposal	2046	3,723	4,500	777	17.28%
County Charges (Tax Collection/LAFCO/Refunds)	2050	207,187	203,439	(3,748)	(1.84%)
Food/Drink-Incident Supplies	2053	4,585	7,500	2,915	38.87%
Safety Awards	2055	2,617	7,250	4,633	63.90%
Software Subscriptions	2056	122,726	139,067	16,341	11.75%
Cleaning/Maintenance Supplies	2120	8,996	17,000	8,004	47.08%
Computer Service & Maint.	2122	8,886	12,000	3,114	25.95%
Fire Prevention Supplies	2123	6,275	10,000	3,725	37.25%
Fuel & Oil	2124	108,849	116,000	7,151	6.16%
Medical Supplies	2127	117,864	125,000	7,136	5.71%
Miscellaneous Supplies	2128	32	1,000	968	96.82%
Office Supplies/Computer	2129	7,378	8,000	622	7.77%
Oxygen	2130	7,653	8,250	597	7.23%
Postage/Shipping	2131	1,609	2,000	391	19.53%
Storage	2132	2,592	3,000	408	13.60%
Uniform Supplies	2133	8,379	14,000	5,621	40.15%
Misc. Firefighting Equip/Supplies	2135	19,040	20,000	960	4.80%
Radio Repair	2221	2,675	16,000	13,325	83.28%
Automotive Repairs/Supplies	2222	109,320	125,000	15,680	12.54%
Facilities Maintenance	2225	91,788	98,100	6,312	6.43%
SCBA Maintenance	2226	5,945	12,990	7,045	54.23%
Equipment Service Maintenance	2227	19,963	39,085	19,122	48.92%
Turnout Clothing Maint.	2228	7,258	9,280	2,022	21.79%
Outside Services/Printing	2523	907	1,320	413	31.28%
Bad Debt Expense	8510 + 4521	358,420	225,000	(133,420)	(59.30%)
TOTAL SERVICE & OPERATIONS		2,182,562	2,099,066	(83,493)	(3.98%)
FIXED ASSETS					
Facilities,	4456	18,654	19,758	1,104	5.59%
Firefighting Equipment	4462	31,536	32,000	464	1.45%
EMS Equipment	4464	802	15,000	14,198	94.65%
Office & Communication Equipment	4465	9,370	15,500	6,130	39.55%
Shop Equipment	4470	4,535	5,000	465	9.31%
Fitness Equipment	4474	0	8,105	8,105	100.00%
TOTAL FIXED ASSETS		64,897	95,363	30,467	31.95%
CAPITAL EXPENDITURES					
Water Tender	0-000-4510-031	446,021	426,000	(20,021)	(4.70%)
Automatic Heart Defibrillators/EKG Monitors	0-000-4511-003	354,814	354,814	0	0.00%
Mobile/Portable Radios	0-000-4511-011	0	68,000	68,000	100.00%
Med Vaults	0-000-4511-035	20,156	21,000	844	4.02%
St. 17 Generator	0-000-4512-032	87,689	160,000	72,311	45.19%
St. 16 Generator	0-000-4512-033	66,134	65,000	(1,134)	(1.74%)
Recliners	0-000-4512-047	0	5,000	5,000	100.00%
Replace/Waterproof Electric box at tower	0-000-4512-048	0	1,000	1,000	100.00%

South Placer Fire District
Profit & Loss Statement
For the Twelve Months Ending Sunday, June 30, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
App. Bay Heaters	0-000-4512-051	7,373	5,000	(2,373)	(47.45%)
Shop Heat/AC Unit	0-000-4512-052	8,631	11,100	2,469	22.24%
TOTAL CAPITAL EXPENDITURES		990,818	1,116,914	126,097	11.29%
TOTAL GENERAL OPERATING EXPENSES		15,815,574	16,144,204	328,635	2.04%
CONSOLIDATED MITIGATION EXPENDITURES					
Type 1 Engine/PNC Equipment Finance	0-000-4523-021	146,158	147,000	842	0.57%
Tablet Command	0-000-4523-054	77,102	112,000	34,898	31.16%
2023 Ambulance	0-000-4523-059	33,830	425,000	391,170	92.04%
2023 EMS Chief Vehicle	0-000-4523-060	0	100,000	100,000	100.00%
TOTAL RESTRICTED MITIGATION EXPENDITURES		257,090	784,000	526,909	67.21%
TOTAL ALL EXPENSES		16,072,664	16,928,204	855,544	5.05%
EXCESS GENERAL REVENUE LESS EXPENDITURES		186,282	43,661	(142,629)	(326.67%)
EXCESS MITIGATION REVENUE LESS MITIGATION EXPENDITURES		311,479	(478,000)	(789,478)	165.16%
COMBINED EXCESS		497,761	(434,339)	(932,107)	214.60%
BEGINNING FUND BALANCES		4,983,795	4,983,795	0	0.00%
ENDING FUND BALANCES		5,481,556	4,549,456	(932,107)	(20.49%)
COMPONENTS OF FUND BALANCE					
Ending FB Consolidated Mit. Reserve	0-000-0565-000	0	(764,006)	(764,006)	100.00%
Ending FB Unassigned	0-000-0554-000	0	(2,128,925)	(2,128,925)	100.00%
Ending FB Res for Imprest Cash	0-000-0555-000	0	(250)	(250)	100.00%
Ending FB Designated for F/A Acq	0-000-0556-000	0	(501,705)	(501,705)	100.00%
Ending FB Facilities	0-000-0557-000	0	(316,487)	(316,487)	100.00%
Ending FB Unassigned Major Equipment	0-000-0558-000	0	(123,627)	(123,627)	100.00%
Ending FB Contingent Reserve	0-000-0559-000	0	(714,457)	(714,457)	100.00%
		0	(4,549,457)	(4,549,456)	100.00%

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: 2024 Annual Fire Inspection Resolution:

Action Requested: Staff recommends acceptance of the Resolution documenting the number of reportable annual occupancy inspections completed in 2024 as per Senate Bill 1205.

Background: On September 27, 2018, Senate Bill 1205 became effective and added a new section to the California Health and Safety Code requiring every fire department and fire district in the state to report the number of annual occupancy inspections that were conducted in the private and public schools, hotels, motels, lodging houses, and apartment complexes.

Led by the Northern California Fire Prevention Officers Association, the attached resolution was created to standardize the reporting of these inspections and communicate how safe every jurisdiction's schools and multi-family dwelling units are with regard to fire safety.

Impact: Documentation of the required reportable annual inspections by resolution.

Attachments: SB 1205, and Resolution No. 13-2024/25

Mark Duerr
Fire Chief
South Placer Fire District

Senate Bill No. 1205
CHAPTER 854

An act to add Section 13146.4 to the Health and Safety Code, relating to fire protection.

[Approved by Governor September 27, 2018. Filed with Secretary of
State September 27, 2018.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1205, Hill. Fire protection services: inspections: compliance reporting.

Existing law requires the chief of any city or county fire department or district providing fire protection services and his or her authorized representatives to inspect every building used as a public or private school within his or her jurisdiction, for the purpose of enforcing specified building standards, not less than once each year, as provided. Existing law requires every city or county fire department or district providing fire protection services that is required to enforce specified building standards to annually inspect certain structures, including hotels, motels, lodging houses, and apartment houses, for compliance with building standards, as provided.

This bill would require every city or county fire department, city and county fire department, or district required to perform the above-described inspections to report annually to its administering authority, as defined, on the department's or district's compliance with the above-described inspection requirements, as provided. The bill would require the administering authority to acknowledge receipt of the report in a resolution or a similar formal document. To the extent this bill would expand the responsibility of a local agency, the bill would create a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

DIGEST KEY

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

BILL TEXT

**THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS
FOLLOWS:**

SECTION 1.

Section 13146.4 is added to the Health and Safety Code, to read:

13146.4.

(a) Every city or county fire department, city and county fire department, or district required to perform an annual inspection pursuant to Sections 13146.2 and 13146.3 shall report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3.

(b) The report made pursuant to subdivision (a) shall occur when the administering authority discusses its annual budget, or at another time determined by the administering authority.

(c) The administering authority shall acknowledge receipt of the report made pursuant to subdivision (a) in a resolution or a similar formal document.

(d) For purposes of this section, "administering authority" means a city council, county board of supervisors, or district board, as the case may be.

SEC. 2.

If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with

RESOLUTION NO. 13-2024/2025

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH PLACER FIRE DISTRICT REPRESENTING THE COMMUNITIES OF GRANITE BAY, TOWN OF LOOMIS, UNINCORPORATED LOOMIS, AND PORTIONS OF NEWCASTLE, CALIFORNIA ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE SOUTH PLACER FIRE DISTRICT REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO PERFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the South Placer Fire District, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, and apartment house for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.2 requires all fire departments, including the South Placer Fire District, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS, the Board of Directors of the South Placer Fire District intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the South Placer Fire District's compliance with California Health and

Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Placer Fire District that said Board of Directors expressly acknowledges the measure of compliance of the South Placer Fire District with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the South Placer Fire District, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies; for the purposes of this resolution, are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the South Placer Fire District, there lie **26** Group E occupancies, buildings, structures and/or facilities.

During calendar year 2024, the South Placer Fire District completed the annual inspection of **26** Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report for this resolution.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies; for the purposes of this resolution, are those

occupancies containing sleeping units, and include hotels, motels, and apartments with 3 or more units. Within the South Placer Fire District, there lie 7 Group R occupancies, buildings, structures and/or facilities.

During calendar year 2024, the South Placer Fire District completed the annual inspection of 7 Group R occupancies, buildings, structures and/or facilities. This is a compliance rate of 100 % for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report for this resolution.

SOUTH PLACER FIRE DISTRICT
STATE OF CALIFORNIA
COUNTY OF PLACER
GRANITE BAY AND LOOMIS

I, Tracy Randall, President of the South Placer Fire District Board of Directors, certify that the foregoing resolution was adopted by the Board of Directors for the South Placer Fire District, at a regular meeting held on the 11th day of December, 2024.

AYES: Director(s): _____

NOES: Director(s): _____

ABSTAIN: Director(s): _____

ABSENT: Director(s): _____

Tracy Randall, Fire District Board President

ATTEST:

Kathy Medeiros, Board Secretary

Attachments:

- Exhibit "1" – Staff Report

Exhibit 1:

2024 Occupancy Inspection Staff Report for SB1205 Compliance:
South Placer Fire District

Group E Occupancies: Including public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade.

Total number in District for the 2024 calendar year – **26**
Total number of inspections for this occupancy type – **26**
Completion Rate – **100%**

Group R Occupancies: Including Hotels, Motels and Apartments

Total number in District for the 2024 calendar year – **7**
Total number of inspections for this occupancy type – **7**
Completion Rate – **100%**

Annual Occupancy Inspections 2024: Including A, B, E, H, M, R, S, and U, occupancies

493 total

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Board of Director Officers and Committees 2025:

Action Requested: Staff recommends board officer position elections and committee appointments for 2025.

Background: This is standard procedure each December. The Board elects a President, Vice President, and Clerk and appoints members to various standing committees.

Excerpt from Policy 1206:

1206.2 The officers of the Board of Directors shall be President, Vice President, and Clerk. The Board shall elect a President, Vice President, and Clerk during the regularly scheduled meeting in December of each year to serve throughout the subsequent calendar year. Upon the occurrence of an officer's vacancy, the Board shall fill such vacancy from the remaining members. An interim election for the Board Officers may be held upon approval by a majority of the Directors.

Excerpt from Policy 1207:

1207.3 The following shall be standing committees of the Board:

- 1 Personnel Committee.*
- 2 Facilities Committee.*
- 3 Budget Committee.*

Impact: Future direction

Attachments: Board officer position election and committee appointment worksheet, Policy 1206 and 1207.

Mark Duerr
Fire Chief
South Placer Fire District

2025
Board Officer Position and
Committee Appointment Worksheet

	2025	Current Incumbent
Board President:	_____	Director Randall
Board Vice President:	_____	Director Gibson
Board Clerk:	_____	Director Musso
Personnel Committee: (3 Recommended)	_____	Director Musso
	_____	Director Randall
	_____	Director Gibson
Finance Committee: (2 Recommended)	_____	Director Bajtos
	_____	Vacant
Facilities Committee: (2 Recommended)	_____	Director Johnson
	_____	Director Bajtos
FAIRA: (1 primary, 1 alternate)	_____	Director Musso
	_____	Director Johnson

BOARD STRUCTURE AND GENERAL STRUCTURE

1206.1 SCOPE AND PURPOSE

The Board of Directors shall define the make up and duties of the South Placer Fire District Board of Directors in the form of members and officers.

1206.2 POLICY

The officers of the Board of Directors shall be President, Vice President, and Clerk. The Board shall elect a President, Vice President, and Clerk during the regularly scheduled meeting in December of each year to serve throughout the subsequent calendar year. Upon the occurrence of an officer's vacancy, the Board shall fill such vacancy from the remaining members. An interim election for the Board Officers may be held upon approval by a majority of the Directors.

1206.2.1 PRESIDENT OF THE BOARD OF DIRECTORS

The President of the Board of Directors shall serve as chairperson at all Board meetings. He/she shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions. The President is responsible for the following:

1. **Presiding at Meetings:** The President, when present, shall preside at all meetings of the Board, shall take the chair at the time appointed for every Board meeting, and immediately call the members to order and proceed with the business of the Board.
2. **General Direction:** Have general direction of the boardroom and assign seats for the use of the Board members and members of the staff as required.
3. **Order and Decorum:** Preserve order and decorum, prevent demonstrations, and in accordance with law, order removal from the boardroom any person whose conduct is deemed objectionable, and order the boardroom cleared whenever deemed necessary.
4. **Length of Time for Public Discussion:** Allocate the length of time for public discussion of any matter in advance of such discussion with the concurrence of the Board.
5. **Other Responsibilities:** The Board may prescribe other responsibilities.
6. **Official Spokesperson:** Shall be the official Spokesperson and representative for the board and the principal contact with legal counsel and the media.
7. In the absence of the President, the Vice President of the Board of Directors shall serve as chairperson over all meetings of the Board.
8. The Clerk is responsible for signing Board Action Summaries and shall act as the President in the absence of the President and Vice President.
9. It is the responsibility of each Director to serve on committees and thoroughly prepare to discuss agenda items at meetings of the Board of Directors.

South Placer Fire District

SPFD Policy Manual

BOARD STRUCTURE AND GENERAL STRUCTURE

- (a) Information may be requested from staff or exchanged between Directors before meetings.
- (b) Information that is exchanged before meetings shall be distributed through the Fire Chief, and all Directors will receive all information being distributed.
- (c) Requests by individual Directors for substantive information and/or research from District staff will be channeled through the Fire Chief.
- (d) Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.
- (e) Directors shall defer to the chairperson for conduct of meetings of the Board but, shall be free to question and discuss items on the agenda.
- (f) All comments should be brief and confined to the matter being discussed by the Board. Directors may request for inclusion into minutes brief comments pertinent to an agenda item, only at the meeting that item is discussed (including, if desired, a position on abstention or dissenting vote).
- (g) Directors shall abstain from participating in consideration on any item involving a personal or financial conflict of interest. Unless such a conflict of interest exists, however, Directors should not abstain from the Board's decision-making responsibilities.

1206.2.2 GENERAL DUTIES

The general duties of the Board shall be legislative and administrative in nature. They shall formulate and adopt policy for the District. The fundamental roll of the board is to represent the community's interests by assuring that the communities service needs are met, assuring the service is appropriate quality, assuring that the publics' money is used responsibly and assuring that all are treated equally and fairly.

- 1. They shall conduct their business for the public benefit, abiding by the Brown Act.
- 2. The Board is not directly responsible for the day-to-day operations or operational decision making.
- 3. They shall review and adopt a preliminary budget by June 30 and adopt a final budget by September 30. Establishment of reserve accounts and transfer of reserve funds require approval by a minimum of two-thirds vote of the Board of Directors.

1206.2.3 FIRE CHIEF

They shall employ a qualified, competent person as a Fire Chief, who will administer and supervise the District under the direction of the Board. Through separate employment agreement with the District, the Fire Chief shall work directly for the Board of Directors and represent the interest of the Directors to any person, group or agency having business with the District.

- 1. The Board of Directors shall conduct an annual performance evaluation of the Fire Chief. The evaluation will be conducted during a closed session end of the year presentation and report prepared by the Fire Chief in June of each year.

South Placer Fire District

SPFD Policy Manual

BOARD STRUCTURE AND GENERAL STRUCTURE

- (a) The end of the year presentation and report shall be related to the previous fiscal years' activities and ability of the district to meet the goals and objectives adopted for that year.

1206.2.4 SECRETARY OF THE BOARD

The Secretary of the Board shall be an employee selected by the Board who shall attend each regularly scheduled meeting of the Board and maintain a record of all proceedings thereof as required by law.

1. If the Secretary of the Board cannot attend a meeting, the President or the Fire Chief shall make arrangements to have someone in attendance to properly record the Board's proceedings.
2. It shall be the duty of the Secretary of the Board to attest to all District Resolutions, attend closed sessions of the Board if requested, adhere to the guidelines for taping open and closed sessions (as necessary) and record all open and closed sessions (as necessary).

COMMITTEES OF THE BOARD OF DIRECTORS

1207.1 SCOPE AND PURPOSE

The South Placer Fire Board of Directors shall define the standing and ad-hoc committees and their associated duties.

1207.2 POLICY

The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

1207.3 STANDING COMMITTEES

The following shall be standing committees of the Board:

1. Personnel Committee;
2. Facilities Committee;
3. Budget Committee;

1207.4 ANNOUNCEMENT OF STANDING COMMITTEES

The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year no later than the Board's regular meeting in January.

1207.5 COMMITTEE ASSIGNMENT

The Board's standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Said assignment may be made by the Board President, a majority vote of the Board, or on their own initiative. Any recommendations resulting from said review should be submitted to the Board via a written or oral report.

1207.5.1 COMMITTEE PURPOSES

The purpose of standing and ad hoc committees is to provide for oversight, review, and policymaking and not to engage in management activities of the District.

1207.5.2 COMMITTEE AUTHORITY

The authority of standing and ad hoc committees is limited to providing recommendations to the Board of Directors for committee responsibilities as specified in a committee charter approved by the Board of Directors or as otherwise specifically authorized by the Board of Directors.

1207.6 STANDING PERSONNEL COMMITTEE

The Board's standing Personnel Committee shall be concerned with labor negotiations and contract development with recognized employee groups in an effort to meet District goals.

South Placer Fire District

SPFD Policy Manual

COMMITTEES OF THE BOARD OF DIRECTORS

1207.7 STANDING FACILITY COMMITTEE

The Board's standing Facilities Committee shall be concerned with the development and revision of the District's Capital Facilities Plan and Facilities Maintenance Plan.

1207.8 STANDING BUDGET COMMITTEE

The Board's standing Budget Committee shall be concerned with the development and revision of the District's Fundamental Budgeting Principles.

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: 2025 Board Meeting Schedule:

Action Requested: Staff recommends reviewing the proposed 2025 Board Meeting Schedule.

Background: This is standard procedure. Each year, the Board adopts an annual meeting calendar. The proposed calendar outlines each regular board meeting, any recommended changes in the regular meetings, and requested special meetings or workshops. As a note, February 12 is a County and District Holiday – President Lincoln’s Birthday.

Impact: Planning

Attachments: Recommended calendar; 2025 Placer County Holiday Calendar

Mark Duerr
Fire Chief
South Placer Fire District

2025 Board Meeting Calendar

Wednesday, January 8 , 2025	Regular Board Meeting
Wednesday, February 12 , 2025	Regular Board Meeting
Wednesday, March 12 , 2025	Regular Board Meeting
Wednesday, April 9 , 2025	Regular Board Meeting
Wednesday, May 14 , 2025	Regular Board Meeting
Wednesday, June 11 , 2025	Regular Board Meeting
<i>June 2025 TBA</i>	<i>Fire Chief Evaluation</i>
Wednesday, July 9 , 2025	Regular Board Meeting
Wednesday, August 13 , 2025	Regular Board Meeting
<i>August 2025 TBA</i>	<i>2025/26 Goal Setting Workshop</i>
Wednesday, September 10 , 2025	Regular Board Meeting
Wednesday, October 8 , 2025	Regular Board Meeting
Wednesday, November 12 , 2025	Regular Board Meeting
Wednesday, December 10 , 2025	Regular Board Meeting



**MEMORANDUM
HUMAN RESOURCES**
County of Placer

TO: Honorable Board of Supervisors **DATE:** October 22, 2024
FROM: Nicole Lopez, Interim Director of Human Resources
SUBJECT: 2025 Placer County Holiday Calendar

ACTION REQUESTED

Approve the 2025 Placer County Holiday Calendar.

BACKGROUND

Placer County Code, Chapter 2, Section 2.12.010 codifies the County’s holiday schedule by prior agreement with the County’s collective bargaining units. The calendar for 2025 is as follows:

Week Day	Date Observed	In Observance Of
Wednesday	January 1, 2025	New Year’s Day
Monday	January 20, 2025	Martin Luther King Jr. Day
Wednesday	February 12, 2025	President Lincoln’s Birthday
Monday	February 17, 2025	Presidents’ Day
Monday	May 26, 2025	Memorial Day
Friday	July 4, 2025	Independence Day
Monday	September 1, 2025	Labor Day
Monday	October 13, 2025	Columbus Day
Tuesday	November 11, 2025	Veterans Day
Thursday	November 27, 2025	Thanksgiving
Friday	November 28, 2025	Day following Thanksgiving
Thursday	December 25, 2025	Christmas Day
Thursday	January 1, 2026	New Year’s Day

FISCAL IMPACT

None

ATTACHMENT

None

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: 2024/2025 Long-Term Facilities Maintenance, Apparatus Replacement, and Major Equipment Replacement Plan Updates:

Action Requested: The Chief recommends a review and approval of the 2024/25 revised plans.

Background: Staff will give a brief presentation on the highlights of the revised plans, which will be included in the Fire Fee Annual Report. Additionally, these plans are a planning guide for the District to include the long-term facilities maintenance plan, apparatus replacement plan, and major equipment replacement plans.

Impact: Future planning

Attachments: Proposed plans

Mark Duerr
Fire Chief
South Placer Fire District

2024/2025 Appratus Replacement Plan

Unit	Description	Unit ID	Est Rep	Condition	Year	Exp Life	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Battalion Chief	Ford F250	21	2033	Excellent	2018	15							
	Ford Expedition ©	15	2019	Fair	2009	10	\$70,000						
Division Chief - EMS	Ford Expedition ©	17	2025	Good	2015	10							
Brush - Reserve	Peirce	713	2027	Good	2012	15							
Brush 16	Pierce	711	2034	Good	2014	20							
Brush 18	Freightliner Hi tech	710	2026	Fair	2006	20							
Chief	Ford Expedition ©	25	2031	Excellent	2021	10							
Deputy Chief	Ford Expedition MAX ©	23	2030	Excellent	2020	10							
Division Chief	Ford Pick-Up ©	14	2018	Poor	2008	10							
Pool Vehicle	Ford Expedition ©	16	2019	Poor	2009	10							
Engine - Reserve	Hi tech	818	2030	Fair	2005	25							
Engine - Reserve	Hi Tech	814	2029	Fair	2004	25							
Engine - Reserve	Westates	812	2024	Fair	1999	25							
Engine 20	Hi Tech	813	2029	Fair	2004	25							
Engine 16	Pierce	828	2038	Excellent	2018	20							
Engine 17	Pierce	830	2042	Excellent	2022	20	\$147,000	\$147,000					
Engine 18	Pierce	829	2042	Excellent	2022	20							
Fire Marshall	Ford Lightning	26	2039	Excellent	2024	15							
Grass 17	Ford West Mark	603	2023	Good	2008	15				\$500,000			
Grass 20	Ford West Mark	604	2023	Good	2008	15						\$500,000	
Medic - ISRAM	Demers		2038	Excellent	2024	15	\$425,000						
Medic - Reserve	Road Rescue	506	2028	Fair	2013	15			\$450,000				
Medic 16	Medix	508	2028	Fair	2018	10	\$185,000						
Medic 20	Medix	507	2028	Fair	2018	10		\$205,000					
Pool (Training)	Ford Van	24	2035	Excellent	2020	15							
Pool Vehicle	Crown Victoria	11	2013	Fair	2003	10							
Shop	Ford IMT	209	2021	Good	2006	15							
Shop - B/U	Ford F550	605	2013	Good	1998	15							
Truck 17 - Reserve	Pierce	301	2034	Excellent	2014	20							
Utility	Ford Flat Bed	205	2016	Poor	2001	15							
Utility Pickup	Chevy 2500	401	2012	Fair	2002	10							
Water Tender 19 (n)	Rosenbauer	901	2043	Excellent	2023	20							

© Indicates Command Vehicle

Total Cost	\$827,000	\$352,000	\$352,000	\$450,000	\$500,000	\$0	\$500,000
Estimated Budget Increase	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Total Annual Project Costs	\$16,645,673	\$17,145,043	\$17,659,394	\$18,189,176	\$18,734,852	\$19,296,897	\$19,875,804
Budget Principles	0.50%	0.50%	1.00%	1.50%	2.00%	2.00%	2.00%
Projected Annual Plan Contribution (General Revenue)	\$83,228	\$85,725	\$176,594	\$272,838	\$374,697	\$385,938	\$397,516
Projected Annual Plan Contribution (Development Fees)	\$642,000	\$147,000	\$147,000	\$100,000	\$75,000	\$50,000	\$50,000
Grant Funding	\$0						
Apparatus Reserve Audited # 2022/23	\$501,705						
Plan Balance	\$399,933	\$280,659	\$252,253	\$175,090	\$124,787	\$560,725	\$508,241

SPFD Long Term Facilities Maintenance Plan 2024-2025 Update

2023/2024 Revision													
Long Term Facilities Maintenance Plan													
Budget Year													
Facility Description													
Year Built	Upgrade Year	Life Expect	Repalcement	1	2	3	4	5	6	7	8	9	10
				2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
Station 15 - 4650 East Roseville Parkway	1991	2019	50	2056									
Station 16 - 5300 Olive Ranch	2008	2038	60	2068									
Station 17 Grounds				\$95,000									
Station 17 -6900 Eureka Road	1975	2005	30	2035			\$2,000,000						
Administrative Office and Meeting Room	2004	N/A		2014									
Maintenance Shop	1990	2020	50	2040				\$350,000					
Training/Hose Tower	1993	2023	60	2053									
Station 18 - 5840 Horseshoe Bar Rd													
Station 19 - 7070 Auburn Folsom	2003	2043	60	2063									
Station 20 - 3505 Auburn Folsom	1985	2015	50	2035	\$500,000								
Station 29 Horseshoe Bar Rd and Tudsburry									\$50,000				
Total Annual Project Costs				\$95,000	\$500,000	\$0	\$2,000,000	\$350,000	\$50,000	\$0	\$0	\$0	\$0
Budget/Estimated Increase				3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
General Revenue(Inc.OES)/Projections (no OES)				\$16,645,673	\$17,145,043	\$17,659,394	\$18,189,176	\$18,734,852	\$19,296,897	\$19,875,804	\$20,472,078	\$21,086,241	\$21,718,828
Budget Principles				1.00%	1.00%	2.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Projected Annual Plan Contribution				\$166,457	\$171,450	\$353,188	\$545,675	\$562,046	\$578,907	\$596,274	\$614,162	\$632,587	\$651,565
Projected Developer Fee Contribution				\$253,000	\$75,000	\$100,000	\$100,000	\$250,000	\$75,000	\$75,000	\$50,000	\$50,000	\$50,000
*Facilities Reserve				\$316,487	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Plan Balance				\$640,944	\$387,394	\$840,582	(\$513,743)	(\$51,697)	\$552,210	\$1,223,484	\$1,887,646	\$2,570,233	\$3,271,798

2024/25 SPFD Major Equipment Plan

Assig.	Year	Est. Life	Rplc Yr	Description	2024/25	2025/26	2026/27	2027/28	2028/29
All	2019	10	2029	Breathing Apparatus System					
All	2023	10	2033	Heart Monitors 12-Lead					
All		4	4	Thermal Imaging Cameras					
All		10	10	Structure Protective Gear/Helmets(2 per F/F)	\$47,000	\$24,000	\$36,000	\$38,000	\$45,000
All	2024	10	2034	VHF Digital Trunking Radios (Portable/Mobile)	\$440,000	\$175,000	\$100,000		
All	2022	10	2032	Lucas CPR Devices					
M	2015	10	2025	Power Cot			\$50,000	\$50,000	
M	2024	8	2032	Med Vaults					
All Type I			0	Combustible Gas Detectors					
CO 15	2022	25	2047	Auxiliary Power Generator (St 15)					
CO 16	2024	25	2049	Auxiliary Power Generator (St 16)					
Co 17	2024	25	2049	Auxiliary Power Generator (St 17)					
CO 17	2000	20	2020	Extractor (St 17)	\$ 27,500				
Co 17	1990	30	2020	Above Ground Fuel Storage (St 17)	\$ 35,000				
Co 17	2013	15	2028	Air Bag(s) Rescue System (Truck)					
CO 18	2016	25	2041	Auxiliary Power Generator (St 18)					
CO 18	2005	20	2025	Extractor (St 18)					
CO 18 & 19	2013	15	2028	Rescue Tools					
CO 19	2005	20	2025	Extractor (St 19)			\$27,500		
Co 19	2004	30	2034	Above Ground Fuel Storage (St 19)					
CO 19	2006	20	2026	SCBA Air Compressor	\$ 125,000				
CO 19	2005	25	2030	Auxiliary Power Generator (St 19)					
CO 20	2020	25	2045	Auxiliary Power Generator (St 20)					
Shop	2004	15	2019	Hoist (Shop)	\$ 74,000				
				Total Annual Project Costs	\$748,500	\$199,000	\$213,500	\$88,000	\$45,000
				General Revenue/Projections (No OES)	4.0%	3.0%	3.0%	3.0%	3.0%
					\$16,645,673	\$17,145,043	\$17,659,394	\$18,189,176	\$18,734,852
				(Budget Principles)	0.50%	0.75%	0.75%	0.75%	1.00%
				PAPC (Reserve)	\$83,228	\$128,588	\$132,445	\$136,419	\$187,349
				Grant Revenue	\$346,000				

2024/25 SPFD Major Equipment Plan

				PAPC (Fire development Fee)	\$195,000	\$75,000	\$75,000	\$75,000	\$75,000
				*Major Equipment Reserve	\$124,272				
*PAPC=Projected Annual Plan Contribution				Plan Balance	\$0	\$4,588	(\$1,466)	\$121,952	\$339,301

2024/25 SPFD Major Equipment Plan

\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
\$102,270	\$282,338	\$453,379	\$608,526	\$282,417	\$325,195	\$223,006	\$126,002	\$384,337	\$648,173

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Loomis Benefit Assessment Citizens' Oversight Committee:

Action Requested: Staff recommends discussion and action on the composition of the Loomis Benefit Assessment Citizens' Oversight Committee as required under the Proposition 218 Benefit Assessment.

Background: Due to the appointment of one of our longstanding Oversight Committee members, Jenine Windeshausen, to the Board of Directors, there is an open seat on the mandated committee. This committee comprises people who own property in the assessment district and do not have a conflict of interest with the district or the services funded by the assessment.

Staff is seeking direction to identify a new member for the oversight committee.

Impact: Benefit Assessment Oversight

Attachments: None

Mark Duerr
Fire Chief
South Placer Fire District

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Truck Apparatus Future.

Action Requested: Staff recommends a discussion about the future of the District's truck.

Background: In September 2022, when the Board took the dramatic step of redeploying resources to fit within the District's financial ability, the District unstaffed the Truck and placed it out of service indefinitely. This was done to better serve the community and reduce ongoing costs associated with maintaining a truck as a first-out apparatus. There has been much discussion as to what, if any, future the truck has with the District.

Staff is bringing this item forward for discussion at the request of a board member. While it is an important discussion, the Strategic Plan also includes an objective to evaluate the need to reestablish a truck company as part of the service delivery initiative. With that, Staff is looking for direction on how the Board would like to proceed.

Impact: Future service delivery and deployment.

Attachments: None

Mark Duerr
Fire Chief
South Placer Fire District

SOUTH PLACER FIRE DISTRICT
PARS Post-Employment Benefits Trust

Account Report for the Period
10/1/2024 to 10/31/2024

Mark Duerr
Fire Chief
South Placer Fire District
6900 Eureka Rd.
Granite Bay, CA 95746

Account Summary

Source	Balance as of 10/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 10/31/2024
OPEB	\$1,702,234.70	\$0.00	-\$33,542.82	\$825.72	\$0.00	\$0.00	\$1,667,866.16
Totals	\$1,702,234.70	\$0.00	-\$33,542.82	\$825.72	\$0.00	\$0.00	\$1,667,866.16

Investment Selection

Source	
OPEB	Moderate - Strategic Blend

Investment Objective

Source	
OPEB	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	-1.97%	1.14%	22.16%	2.22%	6.30%	5.94%	5/31/2012

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value
 Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
 Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
 Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

November 4, 2024

Dear South Placer Fire District,

Thank you so much for your help and support. We are so grateful for your willingness and time spent to make our Bonfire Rally happen once again! This event really could not have gone as amazing as it did without all of your help.

Your expertise on everything to ensure that the fire was safe and controlled was greatly appreciated. Our vision could not have come to life without all of your hard work.

Thank you so much

Sincerely,



Lauren Hempstead
Head Commissioner



Ranya Sikka
Assistant Commissioner



Cruz Gonzales
Assistant Commissioner



G
B
H
S



Tamara Givens
Activities Director
Granite Bay High School
#1 Grizzly Way
Granite Bay, CA 95746
Tel: (916) 786-8676 x5507

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, DECEMBER 11TH, 2024
CC: BOARD SECRETARY KATHERINE MEDEIROS

Agenda Item: Chiefs Report

Action Requested: Staff recommends a monthly District update.

Background:

- New apprentice mechanic – The District’s new apprentice mechanic started on December 2nd.
- Apprentice firefighters—The District interviewed 11 apprentices and is taking five to background checks. Three will be hired immediately for the new staffing/deployment model, and the goal is to have these apprentices begin in the first quarter of 2025.
- Firefighter medics – Interviews and skill testing are scheduled for December 12th.
- EMS training—The District has completed the newly required ACLS training and refreshed the Handtevy training for all members. ACLS training was completed in-house, which saved the District significant money over having to outsource it. A special thanks to our in-house trainers, Captains Mike Long, Devin Fuller, Keith Hernandez, Firefighter Jack Mascarinas, and Chief James Magnuson.
- New Thermal imaging cameras – The District has replaced two of our front-line thermal imaging cameras, providing our firefighters and community with the best technology for life safety.
- Recent structure fires – The District recently responded to several structure fires in our community and did a fantastic job keeping them as small as possible and many to the rooms/area of origin. One area of concern identified is the proper disposal of ashes. We have begun a campaign to educate the community on this risk and hope to reduce the incidence of these types of fires in our community.

Attachments: None

Impact: Monthly update

Mark Duerr
Fire Chief
South Placer Fire District