



Sonoma County Fire District Board of Directors
Regular Board Agenda
Tuesday March 19, 2024 2:00 PM
Location: Fire Station 1 - 8200 Old Redwood Hwy. Windsor

The Board meeting agenda and all supporting documents are available for public review at 8200 Old Redwood Highway, Windsor, CA, 72 hours in advance of a scheduled board meeting. Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet, and not otherwise exempt from disclosure, will be made available for public inspection at the District Office at 8200 Old Redwood Hwy, Windsor, during normal business hours and on the website at www.sonomacountyfd.org. Copies of supplemental materials distributed at the Board meeting will be available for public inspection at the meeting location.

In accordance with the Americans with Disabilities Act, anyone needing special assistance to participate in this meeting should contact District Executive Assistant Kathy Washington at the District Office at 707-838-1170. Notification 48-hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President Treanor
Vice President Klick
Director So

Secretary/Treasurer Briare
Director Tognozzi

Director Hamann
Director Weaver

OPEN TIME FOR PUBLIC EXPRESSION

(Three-minute time limit)

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board consideration may be placed on the agenda for discussion at a future meeting.

AGENDA ADJUSTMENTS

An opportunity for the Board President to approve adjustments to the current agenda.

SONOMA COUNTY PROFESSIONAL FIREFIGHTERS' ASSOCIATION PRESIDENT'S REPORT

An opportunity for the President of the Sonoma County Professional Firefighters Association to address the Board on matters of the Association.

DIRECTOR REPORTS

An opportunity for Directors to report on their individual activities related to District business.

FIRE CHIEF'S REPORT

Chief Heine will report on District administration and operations.



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CONSENT CALENDAR ITEMS

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any Director.

1. Approve the minutes from the February 20, 2024 Regular Board of Directors Meeting
2. Approve bills and payables for February 2024.

ACTION ITEMS

1. **FINANCIAL HARDSHIP/COMPASSIONATE CARE APPLICATION 23-007010**
The Board will consider approving payment plan recommendation for financial hardship/compassionate care application 23-007010.
2. **TRAVEL APPROVAL FOR THE FIRE CHIEF**
The Board will consider approving the Fire Chief's travel to attend the National Wildfire Coordinating Group L-580 Advanced Leadership Staff Ride in Gettysburg, May 6-10, 2024.
3. **APPROVE CONSULTANT AGREEMENT FOR FACILITIES MASTER PLAN**
The Board will consider authorizing the Fire Chief to approve the consultant agreement for the development of a facilities master plan for the Sonoma County Fire District.

COMMITTEE REPORT

1. Standing Committee: Finance
2. Standing Committee: Facilities

FINANCIAL REPORTS

COMMUNICATIONS

CLOSED SESSION

1. Anticipated Litigation (two cases) (Government Code section 54956.9(b)).

REPORT OUT ON CLOSED SESSION

ADJOURNMENT



Sonoma County Fire District Board of Directors
Regular Board Minutes
Tuesday February 20, 2024, 2:00 PM
Location: Fire Station 1 - 8200 Old Redwood Hwy. Windsor

CALL TO ORDER

Treanor called the meeting to order at 2:00
Present for Staff: Deputy Chief Busch, Bolduc, Washington
Present for Counsel: Adams

PLEDGE OF ALLEGIANCE

ROLL CALL

President Treanor- present
Vice President Klick- present Secretary/Treasurer Briare- present Director Hamann- present
Director So- present Director Tognozzi- absent Director Weaver- present

OPEN TIME FOR PUBLIC EXPRESSION

None

AGENDA ADJUSTMENTS

An opportunity for the Board President to approve adjustments to the current agenda.

Closed session is pulled from the agenda.

SONOMA COUNTY PROFESSIONAL FIREFIGHTERS' ASSOCIATION PRESIDENT'S REPORT

An opportunity for the President of the Sonoma County Professional Firefighters Association to address the Board on matters of the Association.

Dennis Rutkowski provided an update on the campaign for Measure H is in full swing, and the election is coming soon. There will be a watch party on election night and there is a lot of positivity surrounding the measure.

DIRECTOR REPORTS

An opportunity for Directors to report on their individual activities related to District business.

Klick expressed gratitude to Chief Heine for coming to speak to an Engineering group and hosted a Q & A afterwards.

FIRE CHIEF'S REPORT

Deputy Chief Busch reviewed the activities of the crews and events over the month. He discussed; the next meeting dates, March 19th ; FDAC annual conference is April 23-26; Gold Ridge Polenta dinner is 2/24; We are standing at 1925 calls for service this year so far; the storm on 2/4 had 166 calls in 24 hours; Russian River was anticipated to crest at 26 feet on 2/20; the DOC was activated on 2/17 for support for the storm event; recruit academy is set to begin in the beginning of May; we have 1 internal candidate for Financial Analyst; EOA has completed 1 month and staffing is going very well; Diana Elsbree donated yoga mats for crews.

CONSENT CALENDAR ITEMS

A motion by Hamann and a second by Weaver approved the minutes from the January 11, 2024 regular meeting, January 15, 2024 special meeting and the bills and payables from January 2024. 6-1-0



Sonoma County Fire District Board of Directors
Regular Board Minutes
Tuesday February 20, 2024, 2:00 PM
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ACTION ITEMS

1. **EMERGENCY RESPONSE UPSTAFFING AND COMPENSATION**

The Board will consider ratification and approval of Department Operation Center activations during recent winter storms and flooding emergencies. These Department Operations Center activations included upstaffing that triggered emergency response overtime compensation pursuant to District Memorandums of Understanding, unrepresented staff and Chief Officers contracts, and the Fire Chief's contract.

A motion by Briare and second by Weaver ratified and approved the DOC activation and paying overtime as needed to the staff as indicated above. 6-1-0

2. **ADOPTION OF FACILITY COMMITTEE CHARTERS AND SCHEDULES**

The Board will consider adopting the Facility Committee Charter and the meeting schedule for the committee.

A motion by Hamann and second by So adopted the Facility Committee Charter. 6-1-0

COMMITTEE REPORT

1. Standing Committee: Finance

- FY 2023/2024 mid-year projections for SCFD Budget
- FY 2023/2024 mid-year projections for SCFD-EMS Budget

Elected Chair Briare spoke to the details of the budget and stated that we are not doing as well as he had hoped but was thankful to Terri for her work on the budget and being detailed. Treanor spoke to setting goals is very responsible.

2. Standing Committee: Facilities- N/A

FINANCIAL REPORTS

Enclosed

COMMUNICATIONS

Pillsbury FD was very thankful for the donation of our Chevy.

CLOSED SESSION- Pulled

1. Anticipated Litigation (two cases) (Government Code section 54956.9(b)).

REPORT OUT ON CLOSED SESSION n/a

ADJOURNMENT

2:40


Kathy Washington- Secretary to the Board

8:06 AM
03/13/24

Sonoma County Fire District Transaction List by Vendor February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
AFLAC							
Bill	02/13/2024	Invoic...		Accounts Payable		5910 A- Salari...	-4,583.86
Bill Pmt -Check	02/13/2024	12238		104-Summit-New O...	X	Accounts Paya...	-4,583.86
Ameriprints Live Scan Fingerprint Service							
Bill	02/21/2024	Invoic...		Accounts Payable		6500 J- Backgr...	-57.00
Bill Pmt -Check	02/21/2024	12277		104-Summit-New O...		Accounts Paya...	-57.00
AT&T/Calnet3							
Bill	02/13/2024	93910...		Accounts Payable		-SPLIT-	-58.04
Bill	02/13/2024	93910...		Accounts Payable		7320 A- Utilties	-29.31
Bill	02/13/2024	93910...		Accounts Payable		7320 A- Utilties	-29.31
Bill Pmt -Check	02/13/2024	12239		104-Summit-New O...	X	Accounts Paya...	-58.04
Bill Pmt -Check	02/13/2024	12269		104-Summit-New O...	X	Accounts Paya...	-29.31
Bill Pmt -Check	02/13/2024	12275		104-Summit-New O...	X	Accounts Paya...	-29.31
Bill	02/21/2024	BAN #...		Accounts Payable		7320 A- Utilties	-120.19
Bill	02/21/2024	BAN #...		Accounts Payable		7320 A- Utilties	-140.74
Bill	02/21/2024	BAN #...		Accounts Payable		7320 A- Utilties	-29.39
Bill	02/21/2024	BAN #...		Accounts Payable		7320 A- Utilties	-58.22
Bill Pmt -Check	02/21/2024	12278		104-Summit-New O...		Accounts Paya...	-120.19
Bill Pmt -Check	02/21/2024	12314		104-Summit-New O...		Accounts Paya...	-140.74
Bill Pmt -Check	02/21/2024	12318		104-Summit-New O...		Accounts Paya...	-29.39
Bill Pmt -Check	02/21/2024	12320		104-Summit-New O...		Accounts Paya...	-58.22
Atkinson, Andelson, Loya, Ruud & Romo							
Bill	02/28/2024	Invoic...		Accounts Payable		6610 A- Legal ...	-4,166.41
Bill Pmt -Check	02/28/2024	12321		104-Summit-New O...		Accounts Paya...	-4,166.41
B W S Dist Inc							
Bill	02/13/2024	289487		Accounts Payable		6880 A- Small ...	-491.63
Bill Pmt -Check	02/13/2024	12240		104-Summit-New O...	X	Accounts Paya...	-491.63
Bay Alarm Co							
Bill	02/13/2024	21184...		Accounts Payable		6180 A- Base ...	-465.00
Bill	02/13/2024	21210...		Accounts Payable		6180 A- Base ...	-185.73
Bill Pmt -Check	02/13/2024	12241		104-Summit-New O...	X	Accounts Paya...	-465.00
Bill Pmt -Check	02/13/2024	12270		104-Summit-New O...	X	Accounts Paya...	-185.73
Bill	02/21/2024	Invoic...		Accounts Payable		6180 A- Base ...	-404.82
Bill Pmt -Check	02/21/2024	12279		104-Summit-New O...	X	Accounts Paya...	-404.82
Bennett Valley Ace Hardware							
Bill	02/13/2024	Acct: ...		Accounts Payable		-SPLIT-	-89.55
Bill Pmt -Check	02/13/2024	12242		104-Summit-New O...	X	Accounts Paya...	-89.55
Bill Lellis							
Bill	02/07/2024		Plan Review-...	Accounts Payable		-SPLIT-	-280.00
Bill Pmt -Check	02/07/2024	12184	Plan Review-...	104-Summit-New O...	X	Accounts Paya...	-280.00
Bill	02/13/2024		Plan Review ...	Accounts Payable		6500 A- Plan R...	-80.00
Bill Pmt -Check	02/13/2024	12243	Plan Review ...	104-Summit-New O...	X	Accounts Paya...	-80.00
Blomberg & Griffin							
Bill	02/28/2024	Invoic...		Accounts Payable		6630 A- Annua...	-1,250.00
Bill Pmt -Check	02/28/2024	12322		104-Summit-New O...		Accounts Paya...	-1,250.00
Bob Haire							
Bill	02/28/2024		Resident Refu...	Accounts Payable		3670 A- Ambul...	-360.00
Bill Pmt -Check	02/28/2024	12323	Resident Refu...	104-Summit-New O...		Accounts Paya...	-360.00
Bodega Bay Public Utility District							
Bill	02/07/2024	Acct: ...		Accounts Payable		-SPLIT-	-1,148.30
Bill Pmt -Check	02/07/2024	12185		104-Summit-New O...	X	Accounts Paya...	-1,148.30
Brady Industries, LLC							
Bill	02/07/2024	Custo...		Accounts Payable		-SPLIT-	-1,443.30
Bill Pmt -Check	02/07/2024	12186		104-Summit-New O...	X	Accounts Paya...	-1,443.30
Burton's Fire inc							
Bill	02/21/2024	Invoic...		Accounts Payable		6140 A- Mainte...	-375.52
Bill Pmt -Check	02/21/2024	12280		104-Summit-New O...	X	Accounts Paya...	-375.52
Bill	02/28/2024		S63382, 6345...	Accounts Payable		-SPLIT-	-843.79
Bill Pmt -Check	02/28/2024	12324	S63382, 6345...	104-Summit-New O...		Accounts Paya...	-843.79
C. Franceschi							
Bill	02/13/2024		Reimburseme...	Accounts Payable		7120 P- Trainin...	-895.00
Bill Pmt -Check	02/13/2024	12244	Reimburseme...	104-Summit-New O...	X	Accounts Paya...	-895.00
CAL-PERS							
Check	02/06/2024	EFT	January 2024 ...	107-Summit- Payroll	X	-SPLIT-	-8,201.97
Check	02/06/2024	EFT	January 2024 ...	107-Summit- Payroll	X	-SPLIT-	-4,653.64
Check	02/06/2024	EFT	January 2024 ...	107-Summit- Payroll	X	-SPLIT-	-131,182.29
Check	02/06/2024	EFT	January 2024 ...	107-Summit- Payroll	X	-SPLIT-	-193,138.56

8:06 AM

03/13/24

Sonoma County Fire District
Transaction List by Vendor
February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
CAL Pers 457 Supplemental Income Plan							
Check	02/14/2024	EFT	2/1-2/15/24 457	107-Summit- Payroll	X	-SPLIT-	-35,253.67
Check	02/29/2024	EFT	2/16-2/29/24 ...	107-Summit- Payroll		-SPLIT-	-35,300.40
California American Water							
Bill	02/21/2024	1015-...		Accounts Payable		7320 A- Utilities	-99.05
Bill Pmt -Check	02/21/2024	12281		104-Summit-New O...	X	Accounts Paya...	-99.05
California Embroidery & Screen Printing							
Bill	02/13/2024	Invoic...		Accounts Payable		6022 D- Rain J...	-6,857.20
Bill Pmt -Check	02/13/2024	12245		104-Summit-New O...	X	Accounts Paya...	-6,857.20
California State Disbursement Unit							
Bill	02/13/2024	Order ...		Accounts Payable		5910 A- Salari...	-877.50
Bill Pmt -Check	02/13/2024	12246		104-Summit-New O...	X	Accounts Paya...	-877.50
Bill	02/28/2024	Order ...		Accounts Payable		5910 A- Salari...	-877.50
Bill Pmt -Check	02/28/2024	12325		104-Summit-New O...		Accounts Paya...	-877.50
Calumet Branded Products, LLC							
Bill	02/07/2024	93013...		Accounts Payable		7201 A -Gas/O...	-1,238.69
Bill Pmt -Check	02/07/2024	12187		104-Summit-New O...	X	Accounts Paya...	-1,238.69
Caroline Connor							
Bill	02/28/2024		Ambulance R...	Accounts Payable		3670 A- Ambul...	-75.18
Bill Pmt -Check	02/28/2024	12326	Ambulance R...	104-Summit-New O...		Accounts Paya...	-75.18
Castino Restaurant Equip & Sup							
Bill	02/13/2024	674548		Accounts Payable		6180 A- Base ...	-131.05
Bill Pmt -Check	02/13/2024	12247		104-Summit-New O...	X	Accounts Paya...	-131.05
Clark Pest Control							
Bill	02/07/2024	34834...		Accounts Payable		-SPLIT-	-237.00
Bill	02/07/2024	34685...		Accounts Payable		6180 A- Base ...	-100.00
Bill	02/07/2024	34684...		Accounts Payable		-SPLIT-	-164.00
Bill Pmt -Check	02/07/2024	12188		104-Summit-New O...	X	Accounts Paya...	-237.00
Bill Pmt -Check	02/07/2024	12224		104-Summit-New O...	X	Accounts Paya...	-100.00
Bill Pmt -Check	02/07/2024	12230		104-Summit-New O...	X	Accounts Paya...	-164.00
Bill	02/21/2024			Accounts Payable		-SPLIT-	-585.00
Bill Pmt -Check	02/21/2024	12282		104-Summit-New O...	X	Accounts Paya...	-585.00
Bill	02/28/2024			Accounts Payable		-SPLIT-	-282.00
Bill Pmt -Check	02/28/2024	12327		104-Summit-New O...		Accounts Paya...	-282.00
Comcast Business							
Bill	02/07/2024			Accounts Payable		-SPLIT-	-556.14
Bill Pmt -Check	02/07/2024	12189		104-Summit-New O...	X	Accounts Paya...	-556.14
Bill	02/13/2024	8155 ...		Accounts Payable		7320 A- Utilities	-139.85
Bill Pmt -Check	02/13/2024	12248		104-Summit-New O...	X	Accounts Paya...	-139.85
Bill	02/21/2024			Accounts Payable		-SPLIT-	-401.13
Bill Pmt -Check	02/21/2024	12283		104-Summit-New O...	X	Accounts Paya...	-401.13
Cooke & Associates, Inc.							
Bill	02/28/2024	Invoic...		Accounts Payable		6500 J- Backgr...	-2,100.00
Bill	02/28/2024	Invoic...		Accounts Payable		6500 J- Backgr...	-2,124.75
Bill Pmt -Check	02/28/2024	12328		104-Summit-New O...		Accounts Paya...	-2,100.00
Bill Pmt -Check	02/28/2024	12346		104-Summit-New O...		Accounts Paya...	-2,124.75
County of Sonoma Human Resources							
Bill	02/07/2024	Invoic...		Accounts Payable		5929 A -Benefi...	-646.52
Bill Pmt -Check	02/07/2024	12190		104-Summit-New O...	X	Accounts Paya...	-646.52
D & S Awards							
Bill	02/28/2024	Invoic...		Accounts Payable		7150 A- Emplo...	-49.16
Bill Pmt -Check	02/28/2024	12329		104-Summit-New O...		Accounts Paya...	-49.16
D. S. Baxley, Inc							
Bill	02/07/2024	Invoic...		Accounts Payable		8510 A- Statio...	-18,900.00
Bill Pmt -Check	02/07/2024	12191		104-Summit-New O...	X	Accounts Paya...	-18,900.00
Darren Pierce							
Bill	02/28/2024		Resident Refu...	Accounts Payable		3670 A- Ambul...	-50.00
Bill Pmt -Check	02/28/2024	12330	Resident Refu...	104-Summit-New O...		Accounts Paya...	-50.00
DHCS							
Check	02/14/2024	WIRE	CY 2022 VRR	104-Summit-New O...	X	6667 A-IGT Fees	-179,622.00
Check	02/14/2024	WIRE	\$1,061 CY 20...	104-Summit-New O...	X	6667 A-IGT Fees	-26,344.00
Erich Engle							
Bill	02/07/2024		S-230 & S-23...	Accounts Payable		7120 P- Trainin...	-300.00
Bill Pmt -Check	02/07/2024	12235	S-230 & S-23...	104-Summit-New O...	X	Accounts Paya...	-300.00
EverBank, N.A.							
Bill	02/28/2024	Invoic...		Accounts Payable		6820 A- Copier...	-260.40
Bill Pmt -Check	02/28/2024	12331		104-Summit-New O...		Accounts Paya...	-260.40

Sonoma County Fire District Transaction List by Vendor February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
Ferrellgas							
Bill	02/13/2024	Accou...		Accounts Payable		-SPLIT-	-3,006.17
Bill Pmt -Check	02/13/2024	12249		104-Summit-New O...	X	Accounts Paya...	-3,006.17
Fire Dist Assn of CA							
Bill	02/21/2024	Invoic...		Accounts Payable		7120 G- FDAC...	-2,490.00
Bill Pmt -Check	02/21/2024	12284		104-Summit-New O...		Accounts Paya...	-2,490.00
Bill	02/28/2024	Invoic...		Accounts Payable		7120 G- FDAC...	-345.00
Bill Pmt -Check	02/28/2024	12332		104-Summit-New O...		Accounts Paya...	-345.00
Fire Risk Management Svcs							
Bill	02/21/2024	FRMS...		Accounts Payable		-SPLIT-	-225,667.77
Bill Pmt -Check	02/21/2024	12285		104-Summit-New O...		Accounts Paya...	-225,667.77
Franchise Tax Board							
Bill	02/13/2024			Accounts Payable		5910 A- Salari...	-1,324.47
Bill Pmt -Check	02/13/2024	12250		104-Summit-New O...	X	Accounts Paya...	-1,324.47
GALLS, Inc							
Bill	02/07/2024			Accounts Payable		-SPLIT-	-178.59
Bill Pmt -Check	02/07/2024	12192		104-Summit-New O...	X	Accounts Paya...	-178.59
Garrett Hardware & Plumbing, Inc							
Bill	02/07/2024			Accounts Payable		-SPLIT-	-212.55
Bill Pmt -Check	02/07/2024	12193		104-Summit-New O...		Accounts Paya...	-212.55
Golden Gate North							
Bill	02/13/2024	Invoic...		Accounts Payable		6140 F- Appar...	-74.32
Bill Pmt -Check	02/13/2024	12251		104-Summit-New O...	X	Accounts Paya...	-74.32
Golden State Fire Apparatus Inc							
Bill	02/28/2024	Invoic...		Accounts Payable		6154 A- Hose ...	-89,773.38
Bill Pmt -Check	02/28/2024	12333		104-Summit-New O...		Accounts Paya...	-89,773.38
Gone for Good -UCPNB							
Bill	02/21/2024	SCFD...		Accounts Payable		6463 C-Parcel ...	-40.00
Bill Pmt -Check	02/21/2024	12286		104-Summit-New O...	X	Accounts Paya...	-40.00
GoTo Communications, Inc							
Bill	02/07/2024	IN710...		Accounts Payable		7320 A- Utilities	-1,848.84
Bill Pmt -Check	02/07/2024	12194		104-Summit-New O...	X	Accounts Paya...	-1,848.84
IBS							
Check	02/14/2024	EFT		107-Summit- Payroll	X	-SPLIT-	-471,407.76
Check	02/14/2024	EFT	taxes	107-Summit- Payroll	X	-SPLIT-	-168,793.50
Check	02/14/2024	EFT		107-Summit- Payroll	X	6633 A- Payroll...	-1,122.30
Check	02/14/2024	EFT		107-Summit- Payroll	X	5910 A- Salari...	-419.86
Check	02/28/2024	EFT		107-Summit- Payroll	X	-SPLIT-	-495,893.74
Check	02/28/2024	EFT	taxes	107-Summit- Payroll	X	-SPLIT-	-167,839.44
Check	02/28/2024	EFT		107-Summit- Payroll	X	6633 A- Payroll...	-326.90
Ideal Hardware							
Bill	02/21/2024	Accou...		Accounts Payable		-SPLIT-	-121.42
Bill Pmt -Check	02/21/2024	12287		104-Summit-New O...		Accounts Paya...	-121.42
Jeff Meston							
Bill	02/12/2024	Invoic...		Accounts Payable		6500 S-Prof. D...	-5,122.53
Bill Pmt -Check	02/13/2024	12252		104-Summit-New O...	X	Accounts Paya...	-5,122.53
Jerry's Service & Occidental Towing, Inc							
Bill	02/28/2024	Invoic...		Accounts Payable		6140 A- Mainte...	-625.00
Bill Pmt -Check	02/28/2024	12334		104-Summit-New O...		Accounts Paya...	-625.00
John Lantz							
Bill	02/07/2024	Invoic...		Accounts Payable		6500 D- John L...	-3,619.00
Bill Pmt -Check	02/07/2024	12195		104-Summit-New O...	X	Accounts Paya...	-3,619.00
Karri Pierson							
Bill	02/07/2024			Accounts Payable		6500 Q- CQI C...	-1,300.00
Bill Pmt -Check	02/07/2024	12196		104-Summit-New O...	X	Accounts Paya...	-1,300.00
Bill	02/21/2024			Accounts Payable		6500 Q- CQI C...	-1,040.00
Bill Pmt -Check	02/21/2024	12288		104-Summit-New O...	X	Accounts Paya...	-1,040.00
Kyocera Document Solutions N. CA Inc							
Bill	02/21/2024	Invoic...		Accounts Payable		6820 A- Copier...	-214.61
Bill Pmt -Check	02/21/2024	12289		104-Summit-New O...	X	Accounts Paya...	-214.61
Bill Pmt -Check	02/28/2024	12335	VOID:	104-Summit-New O...	X	Accounts Paya...	0.00
Kyocera Document Solutions Northern CA							
Bill	02/07/2024	Invoic...		Accounts Payable		6820 A- Copier...	-16.98
Bill Pmt -Check	02/07/2024	12197		104-Summit-New O...	X	Accounts Paya...	-16.98
Bill	02/13/2024	55E17...	VOID:	Accounts Payable	X	6820 A- Copier...	0.00
Bill Pmt -Check	02/13/2024	12253	VOID:	104-Summit-New O...	X	Accounts Paya...	0.00
Bill	02/21/2024	55E17...		Accounts Payable		6820 A- Copier...	-4.95
Bill Pmt -Check	02/21/2024	12315		104-Summit-New O...	X	Accounts Paya...	-4.95

Sonoma County Fire District
Transaction List by Vendor
February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
L. Munselle							
Bill	02/21/2024		Reimbursement	Accounts Payable		7120 P- Trainin...	-200.00
Bill Pmt -Check	02/21/2024	12290	Reimbursement	104-Summit-New O...	X	Accounts Paya...	-200.00
Lake Parts Inc							
Bill	02/07/2024	ACCT ...		Accounts Payable		-SPLIT-	-244.79
Bill Pmt -Check	02/07/2024	12198		104-Summit-New O...	X	Accounts Paya...	-244.79
LEHR							
Bill	02/12/2024	Invoic...		Accounts Payable		6457 A- IPads	-772.09
Bill	02/12/2024	Invoic...		Accounts Payable		6100 B - Insura...	-175.77
Bill Pmt -Check	02/13/2024	12254		104-Summit-New O...	X	Accounts Paya...	-772.09
Bill Pmt -Check	02/13/2024	12271		104-Summit-New O...	X	Accounts Paya...	-175.77
Leo Electric							
Bill	02/13/2024	Invoic...		Accounts Payable		6180 A- Base ...	-4,200.00
Bill Pmt -Check	02/13/2024	12255		104-Summit-New O...	X	Accounts Paya...	-4,200.00
Les Schwab Tire Centers							
Bill	02/07/2024	63500...		Accounts Payable		-SPLIT-	-1,564.08
Bill	02/07/2024	63500...		Accounts Payable		-SPLIT-	-1,007.36
Bill Pmt -Check	02/07/2024	12199		104-Summit-New O...	X	Accounts Paya...	-1,564.08
Bill Pmt -Check	02/07/2024	12225		104-Summit-New O...	X	Accounts Paya...	-1,007.36
Bill	02/21/2024	Invoic...		Accounts Payable		-SPLIT-	-1,654.67
Bill Pmt -Check	02/21/2024	12291		104-Summit-New O...	X	Accounts Paya...	-1,654.67
Life Assist, Inc.							
Bill	02/07/2024	Accou...		Accounts Payable		-SPLIT-	-12,622.04
Bill Pmt -Check	02/07/2024	12200		104-Summit-New O...	X	Accounts Paya...	-12,622.04
Lubrivan Truck Svcs Inc							
Bill	02/07/2024		INVOICE # 23...	Accounts Payable		-SPLIT-	-7,946.99
Bill Pmt -Check	02/07/2024	12201	INVOICE # 23...	104-Summit-New O...	X	Accounts Paya...	-7,946.99
M. Eggleston							
Bill	02/21/2024		Reimbursement	Accounts Payable		7120 P- Trainin...	-895.00
Bill Pmt -Check	02/21/2024	12292	Reimbursement	104-Summit-New O...		Accounts Paya...	-895.00
Mancinis Sleepworld							
Bill	02/07/2024	Invoic...		Accounts Payable		6462 A- Repla...	-60,565.86
Bill Pmt -Check	02/07/2024	12202		104-Summit-New O...	X	Accounts Paya...	-60,565.86
Medic Ambulance Service							
Bill	02/21/2024	Dec 2...		Accounts Payable		6500 O- Contr...	-187,839.12
Bill	02/21/2024	Jan 20...		Accounts Payable		6500 O- Contr...	-103,540.08
Bill Pmt -Check	02/21/2024	12293		104-Summit-New O...	X	Accounts Paya...	-187,839.12
Bill Pmt -Check	02/21/2024	12316		104-Summit-New O...	X	Accounts Paya...	-103,540.08
Nate DeJung							
Bill	02/07/2024	Life S...		Accounts Payable		6501 B-Life Sa...	-280.00
Bill Pmt -Check	02/07/2024	12203		104-Summit-New O...	X	Accounts Paya...	-280.00
Bill	02/13/2024			Accounts Payable		6501 B-Life Sa...	-455.00
Bill Pmt -Check	02/13/2024	12256		104-Summit-New O...	X	Accounts Paya...	-455.00
Bill	02/21/2024			Accounts Payable		6501 B-Life Sa...	-1,295.00
Bill Pmt -Check	02/21/2024	12294		104-Summit-New O...		Accounts Paya...	-1,295.00
Nick Barbieri Trucking, LLC							
Bill	02/07/2024	00905...		Accounts Payable		-SPLIT-	-4,223.56
Bill	02/07/2024	Invoic...		Accounts Payable		7201 A -Gas/O...	-630.65
Bill Pmt -Check	02/07/2024	12204		104-Summit-New O...	X	Accounts Paya...	-4,223.56
Bill Pmt -Check	02/07/2024	12226		104-Summit-New O...	X	Accounts Paya...	-630.65
Bill	02/13/2024			Accounts Payable		-SPLIT-	-2,938.21
Bill Pmt -Check	02/13/2024	12257		104-Summit-New O...	X	Accounts Paya...	-2,938.21
Bill	02/21/2024	CL376...		Accounts Payable		7201 A -Gas/O...	-3,139.59
Bill	02/21/2024			Accounts Payable		-SPLIT-	-427.87
Bill	02/21/2024			Accounts Payable		-SPLIT-	-2,389.36
Bill Pmt -Check	02/21/2024	12295		104-Summit-New O...	X	Accounts Paya...	-3,139.59
Bill Pmt -Check	02/21/2024	12317		104-Summit-New O...	X	Accounts Paya...	-427.87
Bill Pmt -Check	02/21/2024	12319		104-Summit-New O...	X	Accounts Paya...	-2,389.36
NorCal Mobile Truck Alignment							
Bill	02/28/2024	Invoic...		Accounts Payable		6140 A- Mainte...	-490.00
Bill Pmt -Check	02/28/2024	12336		104-Summit-New O...		Accounts Paya...	-490.00
Northgate Company, Inc							
Bill	02/07/2024	Invoic...		Accounts Payable		6180 A- Base ...	-1,930.00
Bill Pmt -Check	02/07/2024	12205		104-Summit-New O...	X	Accounts Paya...	-1,930.00
Bill	02/12/2024	29880...		Accounts Payable		-SPLIT-	-1,640.00
Bill Pmt -Check	02/13/2024	12258		104-Summit-New O...	X	Accounts Paya...	-1,640.00

**Sonoma County Fire District
Transaction List by Vendor
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Type	Date	Num	Memo	Account	Clr	Split	Amount
Opperman & Son Inc							
Bill	02/07/2024	01P70...		Accounts Payable		6140 A- Mainte...	-65.08
Bill Pmt -Check	02/07/2024	12206		104-Summit-New O...	X	Accounts Paya...	-65.08
P. Mendez							
Bill	02/13/2024		Reimburseme...	Accounts Payable		7120 P- Trainin...	-800.00
Bill Pmt -Check	02/13/2024	12259	Reimburseme...	104-Summit-New O...	X	Accounts Paya...	-800.00
Pacific Mobile Structures							
Bill	02/21/2024	INV-0...		Accounts Payable		6820 D- Statio...	-2,457.04
Bill Pmt -Check	02/21/2024	12296		104-Summit-New O...	X	Accounts Paya...	-2,457.04
Partnership Health Plan of California							
Bill	02/28/2024	Ref # ...		Accounts Payable		3670 A- Ambul...	-676.61
Bill Pmt -Check	02/28/2024	12337		104-Summit-New O...		Accounts Paya...	-676.61
Paul Henry							
Bill	02/07/2024	Invoic...		Accounts Payable		6610 A- Legal ...	-14,140.50
Bill Pmt -Check	02/07/2024	12207		104-Summit-New O...	X	Accounts Paya...	-14,140.50
Peterson Trucks Inc							
Bill	02/07/2024	234682		Accounts Payable		-SPLIT-	-881.01
Bill	02/07/2024	Invoic...		Accounts Payable		-SPLIT-	-7,362.84
Bill Pmt -Check	02/07/2024	12208		104-Summit-New O...	X	Accounts Paya...	-881.01
Bill Pmt -Check	02/07/2024	12227		104-Summit-New O...	X	Accounts Paya...	-7,362.84
PG&E							
Bill	02/07/2024			Accounts Payable		-SPLIT-	-4,475.77
Bill Pmt -Check	02/07/2024	12209		104-Summit-New O...	X	Accounts Paya...	-4,475.77
Bill	02/13/2024			Accounts Payable		-SPLIT-	-2,801.12
Bill Pmt -Check	02/13/2024	12260		104-Summit-New O...	X	Accounts Paya...	-2,801.12
Bill	02/21/2024			Accounts Payable		-SPLIT-	-6,839.25
Bill Pmt -Check	02/21/2024	12297		104-Summit-New O...	X	Accounts Paya...	-6,839.25
Portola Systems Inc.							
Bill	02/07/2024	Invoic...		Accounts Payable		-SPLIT-	-2,676.84
Bill Pmt -Check	02/07/2024	12210		104-Summit-New O...	X	Accounts Paya...	-2,676.84
Bill	02/13/2024	Invoic...		Accounts Payable		6457 C- Softw...	-1,540.00
Bill	02/13/2024	Invoic...		Accounts Payable		6457 C- Softw...	-1,447.50
Bill Pmt -Check	02/13/2024	12261		104-Summit-New O...	X	Accounts Paya...	-1,540.00
Bill Pmt -Check	02/13/2024	12272		104-Summit-New O...	X	Accounts Paya...	-1,447.50
Preferred Alliance Inc							
Bill	02/21/2024	Invoic...		Accounts Payable		6500 J- Backgr...	-42.00
Bill Pmt -Check	02/21/2024	12298		104-Summit-New O...	X	Accounts Paya...	-42.00
Quadient Finance USA, Inc.							
Bill	02/21/2024	Invoic...		Accounts Payable		6820 B- Misc. ...	-295.60
Bill Pmt -Check	02/21/2024	12299		104-Summit-New O...		Accounts Paya...	-295.60
Range Global Services							
Bill	02/21/2024	24031...		Accounts Payable		7320 A- Utilities	-275.00
Bill Pmt -Check	02/21/2024	12300		104-Summit-New O...		Accounts Paya...	-275.00
Recology Sonoma Marin							
Bill	02/07/2024	18138...		Accounts Payable		-SPLIT-	-894.42
Bill	02/07/2024	18117...		Accounts Payable		-SPLIT-	-210.09
Bill	02/07/2024	18114...		Accounts Payable		-SPLIT-	-210.09
Bill	02/07/2024	18112...		Accounts Payable		-SPLIT-	-994.62
Bill	02/07/2024	18102...		Accounts Payable		-SPLIT-	-210.09
Bill	02/07/2024	18101...		Accounts Payable		-SPLIT-	-930.54
Bill Pmt -Check	02/07/2024	12211		104-Summit-New O...	X	Accounts Paya...	-894.42
Bill Pmt -Check	02/07/2024	12228		104-Summit-New O...	X	Accounts Paya...	-210.09
Bill Pmt -Check	02/07/2024	12231		104-Summit-New O...	X	Accounts Paya...	-210.09
Bill Pmt -Check	02/07/2024	12232		104-Summit-New O...	X	Accounts Paya...	-994.62
Bill Pmt -Check	02/07/2024	12233		104-Summit-New O...	X	Accounts Paya...	-210.09
Bill Pmt -Check	02/07/2024	12234		104-Summit-New O...	X	Accounts Paya...	-930.54
Ryan's Automotive							
Bill	02/21/2024	10281...		Accounts Payable		-SPLIT-	-805.35
Bill Pmt -Check	02/21/2024	12301		104-Summit-New O...		Accounts Paya...	-805.35
S. Crenshaw							
Bill	02/07/2024		Boat Operator...	Accounts Payable		7120 J- Specia...	-542.25
Bill Pmt -Check	02/07/2024	12236	Boat Operator...	104-Summit-New O...	X	Accounts Paya...	-542.25
Santa Rosa Fire Equipment Service, Inc.							
Bill	02/21/2024		45071125-2, ...	Accounts Payable		-SPLIT-	-757.60
Bill Pmt -Check	02/21/2024	12302	45071125-2, ...	104-Summit-New O...	X	Accounts Paya...	-757.60
Bill	02/28/2024			Accounts Payable		-SPLIT-	-2,519.72
Bill Pmt -Check	02/28/2024	12338		104-Summit-New O...		Accounts Paya...	-2,519.72

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Sonoma County Fire District
Transaction List by Vendor
February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
Santa Rosa Uniform & Career Apparel, Inc							
Bill	02/13/2024			Accounts Payable		-SPLIT-	-1,708.94
Bill Pmt -Check	02/13/2024	12262		104-Summit-New O...	X	Accounts Paya...	-1,708.94
Santa Rosa, City of							
Bill	02/07/2024	032652		Accounts Payable		7320 A- Utilities	-99.39
Bill Pmt -Check	02/07/2024	12212		104-Summit-New O...	X	Accounts Paya...	-99.39
Bill	02/21/2024	006406		Accounts Payable		7320 A- Utilities	-71.96
Bill Pmt -Check	02/21/2024	12303		104-Summit-New O...	X	Accounts Paya...	-71.96
SCFD EMS Fund							
Check	02/08/2024			Emergency Medical ...	X	Transfer to EM...	-100,000.00
Check	02/13/2024			Emergency Medical ...	X	Transfer to EM...	-200,000.00
Scott's PPE Recon, Inc.							
Bill	02/21/2024	Invoic...		Accounts Payable		6022 C-PPE In...	-206.30
Bill Pmt -Check	02/21/2024	12304		104-Summit-New O...		Accounts Paya...	-206.30
Sebastopol Hardware Center							
Bill	02/07/2024	Accou...		Accounts Payable		-SPLIT-	-370.47
Bill Pmt -Check	02/07/2024	12213		104-Summit-New O...	X	Accounts Paya...	-370.47
Sign Dynamics							
Bill	02/21/2024	Invoic...		Accounts Payable		-SPLIT-	-695.65
Bill Pmt -Check	02/21/2024	12305		104-Summit-New O...		Accounts Paya...	-695.65
Sikes Asphalt Group, Inc.							
Bill	02/28/2024	Invoic...		Accounts Payable		8510 R-Parkin...	-4,528.00
Bill	02/28/2024	Invoic...		Accounts Payable		8510 R-Parkin...	-9,000.00
Bill Pmt -Check	02/28/2024	12339		104-Summit-New O...		Accounts Paya...	-4,528.00
Bill Pmt -Check	02/28/2024	12347		104-Summit-New O...		Accounts Paya...	-9,000.00
Silveria GMC							
Bill	02/13/2024	Invoic...		Accounts Payable		-SPLIT-	-97.07
Bill Pmt -Check	02/13/2024	12263		104-Summit-New O...	X	Accounts Paya...	-97.07
Sonoma County Fire Chiefs Association							
Bill	02/28/2024			Accounts Payable		6280 D- Annua...	-400.00
Bill Pmt -Check	02/28/2024	12340		104-Summit-New O...		Accounts Paya...	-400.00
Sonoma County Professional FF L1401							
Bill	02/13/2024	Feb 2...		Accounts Payable		5910 A- Salari...	-13,621.50
Bill Pmt -Check	02/13/2024	12276		104-Summit-New O...	X	Accounts Paya...	-13,621.50
Southern Tire Mart							
Bill	02/13/2024	Invoic...		Accounts Payable		-SPLIT-	-58.24
Bill Pmt -Check	02/13/2024	12264		104-Summit-New O...	X	Accounts Paya...	-58.24
Bill	02/28/2024	Invoic...		Accounts Payable		-SPLIT-	-1,567.36
Bill Pmt -Check	02/28/2024	12341		104-Summit-New O...		Accounts Paya...	-1,567.36
Standard Insurance Company							
Bill	02/21/2024	00 64...		Accounts Payable		5931 A- Disabil...	-3,016.00
Bill Pmt -Check	02/21/2024	12306		104-Summit-New O...	X	Accounts Paya...	-3,016.00
Steve Johnson							
Bill	02/07/2024		Heartcode BL...	Accounts Payable		7120 B- EMT ...	-144.00
Bill Pmt -Check	02/07/2024	12237	Heartcode BL...	104-Summit-New O...	X	Accounts Paya...	-144.00
Summit Bank							
Check	02/14/2024		Wire Transfer ...	104-Summit-New O...	X	6634 A- Bank ...	-25.00
Check	02/14/2024		Wire Transfer ...	104-Summit-New O...	X	6634 A- Bank ...	-25.00
Super Service Plumbing							
Bill	02/13/2024	Invoic...		Accounts Payable		6180 A- Base ...	-1,080.00
Bill	02/13/2024	Invoic...		Accounts Payable		6180 A- Base ...	-866.27
Bill Pmt -Check	02/13/2024	12265		104-Summit-New O...	X	Accounts Paya...	-1,080.00
Bill Pmt -Check	02/13/2024	12273		104-Summit-New O...	X	Accounts Paya...	-866.27
Bill	02/21/2024	Invoic...		Accounts Payable		6180 A- Base ...	-2,254.45
Bill Pmt -Check	02/21/2024	12307		104-Summit-New O...		Accounts Paya...	-2,254.45
Bill	02/28/2024	Invoic...		Accounts Payable		6180 A- Base ...	-2,275.00
Bill Pmt -Check	02/28/2024	12342		104-Summit-New O...		Accounts Paya...	-2,275.00
Sweetwater Springs Water District							
Bill	02/21/2024			Accounts Payable		-SPLIT-	-357.60
Bill Pmt -Check	02/21/2024	12308		104-Summit-New O...	X	Accounts Paya...	-357.60
T. Browne							
Bill	02/13/2024		February 2024	Accounts Payable		5910 A- Salari...	-4,054.50
Bill Pmt -Check	02/13/2024	12266	February 2024	104-Summit-New O...	X	Accounts Paya...	-4,054.50
The 6 Foundation							
Bill	02/07/2024	301		Accounts Payable		6461 A- Health...	-455.00
Bill Pmt -Check	02/07/2024	12214		104-Summit-New O...	X	Accounts Paya...	-455.00
Bill	02/28/2024	Acct: ...		Accounts Payable		6461 A- Health...	-847.50
Bill Pmt -Check	02/28/2024	12343		104-Summit-New O...		Accounts Paya...	-847.50

Sonoma County Fire District Transaction List by Vendor February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
Town of Windsor- Administration Services							
Bill	02/13/2024	Busin...		Accounts Payable		6463 C-Parcel ...	-26.00
Bill Pmt -Check	02/13/2024	12267		104-Summit-New O...	X	Accounts Paya...	-26.00
Town of Windsor Water District							
Bill	02/21/2024			Accounts Payable		-SPLIT-	-834.36
Bill Pmt -Check	02/21/2024	12309		104-Summit-New O...	X	Accounts Paya...	-834.36
True Value Hardware							
Bill	02/21/2024	725-164		Accounts Payable		-SPLIT-	-148.62
Bill Pmt -Check	02/21/2024	12310		104-Summit-New O...	X	Accounts Paya...	-148.62
True Value Hardware of Larkfield, Inc							
Bill	02/07/2024	Custo...		Accounts Payable		-SPLIT-	-397.26
Bill Pmt -Check	02/07/2024	12215		104-Summit-New O...	X	Accounts Paya...	-397.26
Uline							
Bill	02/07/2024	16274...		Accounts Payable		-SPLIT-	-1,419.44
Bill Pmt -Check	02/07/2024	12216		104-Summit-New O...	X	Accounts Paya...	-1,419.44
Universal Building Services							
Bill	02/07/2024	52234...		Accounts Payable		-SPLIT-	-933.00
Bill Pmt -Check	02/07/2024	12217		104-Summit-New O...	X	Accounts Paya...	-933.00
US-Bank Equipment Finance							
Bill	02/07/2024	52144...		Accounts Payable		-SPLIT-	-715.02
Bill Pmt -Check	02/07/2024	12218		104-Summit-New O...	X	Accounts Paya...	-715.02
US Bank Corporate Payment Services							
Bill	02/07/2024	42460...		Accounts Payable		-SPLIT-	-15,731.35
Bill Pmt -Check	02/07/2024	12219		104-Summit-New O...	X	Accounts Paya...	-15,731.35
Verizon Wireless							
Bill	02/21/2024	37134...		Accounts Payable		-SPLIT-	-6,209.61
Bill Pmt -Check	02/21/2024	12311		104-Summit-New O...		Accounts Paya...	-6,209.61
Waxie Sanitary Supply							
Bill	02/07/2024	82237...		Accounts Payable		6084 A- Janitor...	-967.82
Bill Pmt -Check	02/07/2024	12220		104-Summit-New O...	X	Accounts Paya...	-967.82
Wells Fargo Bank, N.A.							
Bill	02/28/2024	Invoic...		Accounts Payable		-SPLIT-	-41,014.98
Bill Pmt -Check	02/28/2024	12344		104-Summit-New O...		Accounts Paya...	-41,014.98
Wells Fargo Vendor Financial Serv, LLC							
Bill	02/21/2024	50286...		Accounts Payable		6820 A- Copier...	-166.01
Bill Pmt -Check	02/21/2024	12312		104-Summit-New O...	X	Accounts Paya...	-166.01
WEX BANK							
Bill	02/07/2024	95017...		Accounts Payable		7201 A -Gas/O...	-2,005.07
Bill Pmt -Check	02/07/2024	12221		104-Summit-New O...	X	Accounts Paya...	-2,005.07
William L Adams PC							
Bill	02/07/2024	Invoic...		Accounts Payable		6610 A- Legal ...	-11,385.00
Bill	02/07/2024	Invoic...		Accounts Payable		6610 A- Legal ...	-1,086.00
Bill Pmt -Check	02/07/2024	12222		104-Summit-New O...	X	Accounts Paya...	-11,385.00
Bill Pmt -Check	02/07/2024	12229		104-Summit-New O...	X	Accounts Paya...	-1,086.00
WSCFF							
Bill	02/07/2024			Accounts Payable		5910 A- Salari...	-8,700.00
Bill Pmt -Check	02/07/2024	12223		104-Summit-New O...	X	Accounts Paya...	-8,700.00
Bill	02/21/2024			Accounts Payable		5910 A- Salari...	-8,900.00
Bill Pmt -Check	02/21/2024	12313		104-Summit-New O...		Accounts Paya...	-8,900.00
Bill	02/28/2024			Accounts Payable		5910 A- Salari...	-8,900.00
Bill Pmt -Check	02/28/2024	12345		104-Summit-New O...		Accounts Paya...	-8,900.00
ZOLL Medical Corporation							
Bill	02/13/2024	Invoic...		Accounts Payable		6261 A -ALS/B...	-799.95
Bill	02/13/2024	Invoic...		Accounts Payable		6261 I- EMS E...	-2,480.00
Bill Pmt -Check	02/13/2024	12268		104-Summit-New O...	X	Accounts Paya...	-799.95
Bill Pmt -Check	02/13/2024	12274		104-Summit-New O...	X	Accounts Paya...	-2,480.00

8:13 AM
03/13/24

SCFD Emergency Medical Services Enterprise Fund Transaction List by Vendor January through February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
AP Triton, LLC							
Bill	01/03/2024	Invoic...		Accounts Payable		6610 A- Legal f...	-3,000.00
Bill Pmt -Check	01/03/2024	3001		SCFD-EMS-Enterpri...	X	Accounts Paya...	-3,000.00
Bill	02/07/2024	Invoic...		Accounts Payable		6610 A- Legal f...	-3,000.00
Bill Pmt -Check	02/07/2024	3009		SCFD-EMS-Enterpri...	X	Accounts Paya...	-3,000.00
City of Santa Rosa- Fire Dept							
Bill	02/07/2024	FRAL...	Jan 2024	Accounts Payable		7007 A- FRAL...	-62,500.00
Bill Pmt -Check	02/07/2024	3012	Jan 2024	SCFD-EMS-Enterpri...	X	Accounts Paya...	-62,500.00
Bill	02/13/2024		Feb 2024-FR...	Accounts Payable		7007 A- FRAL...	-125,000.00
Bill Pmt -Check	02/13/2024	3013	Feb 2024-FR...	SCFD-EMS-Enterpri...		Accounts Paya...	-125,000.00
Definition Films, LLC							
Bill	01/23/2024	Invoic...		Accounts Payable		6500 R- Prof. ...	-2,750.00
Bill Pmt -Check	01/23/2024	3007		SCFD-EMS-Enterpri...	X	Accounts Paya...	-2,750.00
George Peterson Insurance Agency							
Bill	01/03/2024	Invoic...		Accounts Payable		6100 A- Cyber ...	-40,000.00
Bill Pmt -Check	01/03/2024	3004		SCFD-EMS-Enterpri...	X	Accounts Paya...	-40,000.00
Gervais & Associates							
Bill	01/23/2024	Invoic...		Accounts Payable		6610 A- Legal f...	-2,250.00
Bill Pmt -Check	01/23/2024	3008		SCFD-EMS-Enterpri...	X	Accounts Paya...	-2,250.00
Bill	02/13/2024			Accounts Payable		6610 A- Legal f...	-1,800.00
Bill Pmt -Check	02/13/2024	3014		SCFD-EMS-Enterpri...	X	Accounts Paya...	-1,800.00
Integrated Communications Strategies, LLC							
Bill	02/07/2024	Invoic...		Accounts Payable		-SPLIT-	-10,000.00
Bill Pmt -Check	02/07/2024	3010		SCFD-EMS-Enterpri...	X	Accounts Paya...	-10,000.00
Tucker Bierbaum							
Bill	01/09/2024			Accounts Payable		6500 I- Medica...	-3,671.50
Bill Pmt -Check	01/09/2024	3005		SCFD-EMS-Enterpri...	X	Accounts Paya...	-3,671.50
Bill	02/13/2024		Feb 2024	Accounts Payable		6500 I- Medica...	-3,671.50
Bill Pmt -Check	02/13/2024	3015	Feb 2024	SCFD-EMS-Enterpri...	X	Accounts Paya...	-3,671.50
William L. Adams PC							
Bill	01/03/2024	Invoic...		Accounts Payable		6610 A- Legal f...	-15,303.00
Bill Pmt -Check	01/03/2024	3002		SCFD-EMS-Enterpri...	X	Accounts Paya...	-15,303.00
Bill	02/07/2024	Invoic...		Accounts Payable		6610 A- Legal f...	-14,127.00
Bill Pmt -Check	02/07/2024	3011		SCFD-EMS-Enterpri...	X	Accounts Paya...	-14,127.00
Wright, L'Estrange & Ergastolo							
Bill	01/03/2024	Invoic...		Accounts Payable		6610 A- Legal f...	-7,278.81
Bill Pmt -Check	01/03/2024	3003		SCFD-EMS-Enterpri...	X	Accounts Paya...	-7,278.81
Bill	01/09/2024	Invoic...		Accounts Payable		6610 A- Legal f...	-12,281.47
Bill Pmt -Check	01/09/2024	3006		SCFD-EMS-Enterpri...	X	Accounts Paya...	-12,281.47



Sonoma County Fire District Board of Directors
Staff Report

Date: March 19, 2024

Topic: EMS Billing Hardship/Compassionate Care Application

Recommendation:

Approve the following staff recommendation:

Application 23-007010: Offer a no interest payment plan over twenty-four (24) months.

Financial Impact:

If approved, application 23-007010 has no financial impact. The invoice will be collected over a twenty-four (24) month period.

Background:

The District's Financial Hardship/Compassionate Care Policy provides for modifying of EMS fees based on set criteria, including Federal Poverty guidelines.

Application 23-007010: An application was received claiming financial hardship and requesting a reduction or waiver of the ambulance bill. The applicant does not meet the income requirements of the policy, insurance was billed (insurance payment applied); the applicant has not demonstrated that the entire balance of the ambulance bill would create a financial hardship therefore we recommend offering a no interest payment plan over twenty-four (24) months.

Attachments:

1. Sonoma County Fire District Financial Hardship/Compassionate Care Policy.
2. Transport Billing Hardship Applications #23-007010

**Sonoma County Fire District
Emergency Medical Services
FINANCIAL HARDSHIP/
COMPASSIONATE CARE POLICY**

PURPOSE:

To establish a Sonoma County Fire District (SCFD) policy that allows the modifying of EMS charges based on current year Department of Health and Human Service Poverty guidelines.

SCOPE:

As authorized by Health and Safety Code sections 13917 and 13919, this policy pertains to all patients treated or transported by the Sonoma County Fire District.

Each patient may request one (1) hardship modification per consecutive twelve (12) month period.

SCFD is committed to non-discrimination. This policy applies to all patients without regard for the person's sex, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, citizenship, primary language, or immigration status.

PREFACE:

EMS charges may be waived, reduced, or a payment plan established, based upon financial hardship, as determined by SCFD. These procedures will ensure a just and fair evaluation of a hardship waiver request and will establish an audit trail for future use.

PROCEDURES:

- 1) *No one will EVER be denied necessary medical transport service due to either their inability to pay or a lack of insurance.*
- 2) Every effort will be made to collect from insurance for payment; after insurance makes payment, the District will attempt to collect remaining balance from patient.
- 3) SCFD will address cases of financial hardship on an individual basis.
- 4) Patients who are unable to pay their co-pays, deductibles, who are uninsured, unemployed, homeless, or for other reasons unable to make payments may request a financial hardship review of their EMS charges. Patients, or their designee, shall complete the SCFD "Financial Hardship/Compassionate Care Program Application Form". The form may be requested from Wittman Enterprises, LLC by calling (800) 906-6552, by mail to Wittman Enterprises, LLC P.O. BOX 269110, Sacramento, CA 95826, or downloaded from the SCFD Website:
www.sonomacountyfd.org

- 5) The completed Financial Hardship/Compassionate Care Program application and supporting documentation shall be submitted to Wittman Enterprises.
- 6) When complete, the Financial Hardship/Compassionate Care Program Application Form and supporting documents will be forwarded to the SCFD Board of Directors (or their appointed designee) to make a final decision. The Board of Directors (or their appointed designee) may waive all charges, reduce the charges, establish a payment plan, or deny the request. All final resolutions will be noted on the form.
- 7) SCFD will render a decision on the financial hardship/compassionate care request within 45 days of receipt of the complete application and supporting documentation. No collection activities will progress while an account is under review for hardship/compassionate care consideration.
- 8) If approved for modification, a copy of all documentation will be made and will be held in SCFD files for a period of five years. The original form will be transmitted to the billing company authorizing the modification or elimination of the patient's charges. SCFD will notify the patient in writing as to the final disposition of the Hardship Waiver.
- 9) SCFD will consider **200%** of the current HHS Poverty Guidelines as a guideline in granting a hardship waiver.
- 10) After a final decision has been rendered on the hardship application, SCFD will gather patient demographic information from the patient care report and document this for tracking and reporting purposes. This information will not be considered while the hardship application is under review. The board of directors will receive an annual report that details the past year's hardship activities, including demographic trends.

**SONOMA COUNTY FIRE DISTRICT
EMERGENCY MEDICAL SERVICES CHARGES
FINANCIAL HARDSHIP/COMPASSIONATE CARE
PROGRAM APPLICATION**

(Note: A hardship application must be submitted for each EMS Financial Hardship/Compassionate Care Fee Adjustment Request)

Applicant Name:

SSN:

Applicant Address:

Contact Number:

Date of EMS Transport: 7/28/23

Service Requesting:

- My EMS charges to be waived.
- My EMS charge to be reduced.
- Establishment of a payment plan for my EMS charge that better suits my ability to pay.

Monthly household gross income: \$9833 (CURRENTLY)

Number of dependents living in household:

In order for your application to be considered for approval, one or more of the below documents must be submitted with your application:

- W-2 withholding statements or unemployment check stubs for past 90 days.
- Paycheck stubs for the past 90 days for all persons employed in the home.
- Income tax return (most recent signed)
- Any other information you wish to provide that will help in our decision-making process.

Responsible Party (if different from applicant):

Name:

Relationship:

Address (if different from above applicant):

Contact Number:

In your own words, explain why you are requesting a Hardship Waiver:

IN 2022, MY WIFE AND I MADE A COMBINED \$19,871 INCOME. WE THEN MOVED AND OPENED A NEW BUSINESS, WHICH CAUSED US A SIGNIFICANT SETBACK. WE WERE UNABLE TO PAY OURSELVES A LIVABLE WAGE THROUGH THIS BUSINESS FOR MANY MONTHS AFTER OPENING. I PERSONALLY HAVE SPENT A FEW MONTHS OF 2023 UNEMPLOYED, AND AFTER RECENTLY STARTING A NEW JOB, AM STILL CATCHING UP WITH EXPENSES. THIS AMBULANCE BILL WAS A SURPRISINGLY HEAVY BLOW AFTER PAYING THOUSANDS TO MY MEDICAL INSURANCE COMPANY ALREADY.

I do hereby request that I, as either the applicant, or the party who is financially responsible for the applicant, be considered for a reduction in the payment responsibilities as they relate to this EMS transport service fee. By signing this form, I certify that I am uninsured and currently have no insurance which can be billed for this charge. I declare that all of the information contained here within this document, along with all attachments, is true and accurate. Furthermore, I understand that I will be held liable for any false statements and/or information provided, pertaining to this waiver request. I hereby agree to notify the Sonoma County Fire District of any change to the financial status of the applicant, or responsible party, which may affect their ability to pay EMS charges.

Signature:

Date:

Print Name:

For questions regarding the hardship waiver process, please contact the Sonoma County Fire District at 833-584-7233 or via e-mail at hflowers@sonomacountyfd.org

Applications with all attachments
should be mailed to: Wittman
Enterprises, LLC
PO BOX 269110
Sacramento, CA 95826



Sonoma County Fire District Board of Directors
Staff Report

Date: March 19, 2024

Topic: Travel approval for the Fire Chief

Recommendation:

Approve the Fire Chief's travel to attend the National Wildfire Coordinating Group L-580 Advance Leadership Staff Ride in Gettysburg May 6-10,2024.

Financial Impact:

Flight: \$1,066.00

Hotel: \$650.16

Course fees and meals are being covered by the United States Forest Service.

Background:

Out of state travel by the Fire Chief requires Board of Directors approval.

The Fire Chief has been invited to participate in the L-580 Advanced Leadership Staff Ride program conducted at the Gettysburg National Battleground sites for the purpose of participating and auditing the program.

The intent of the Staff Ride is to immerse leaders in a unique training experience that helps convey leadership principles and furthers the professional development of senior-level leaders. While participating in this Civil War era staff ride, students will be exposed to the decisions, actions, and communications from leaders of the past. Participants will experience the Staff Ride as a member of a Conference Group (built around an IMT) led by a Military Subject Matter Expert (SME) who will provide historical insights to strategic leadership concepts and philosophies. The Conference Groups are led by an Incident Management Conference Group Leader (CGL). The CGLs are well acquainted with the Staff Ride and will work alongside the Military SMEs to further enhance your experience and provide a link to the challenges faced by today's incident management leaders. Conference Groups will also be joined by a Field Operator (FO) who will provide a unique perspective from the "boots on the ground."

The Staff Ride is the precursor to setting an opportunity for the SCFD leadership team to attend the same class as a group.

Attachments:

None.



**Sonoma County Fire District
Board of Directors
Staff Report**

Date: 3/19/2024

Topic: Approve Consultant Agreement for Facilities Master Plan

Recommendation:

Authorize the Fire Chief to approve the consultant agreement for the development of a facilities master plan for the Sonoma County Fire District.

Financial Impact:

This contract expense is related to the Sonoma County Fire District Operating Budget. The financial impact of this proposal includes the cost of hiring a consultant to develop the facilities master plan. The estimated cost of the consultant agreement is \$234,370

Staff recommends the agreement be funded as follows:

8510-Station Planning – Anticipated Savings from the Board Approved Project Mgmt. Contract	\$64,145
Savings in 7005- Election Expense	\$150,000
Savings in 6100- Insurance	\$20,225
Total	\$234,370

Background:

The Sonoma County Fire District serves a vast area encompassing communities within the unincorporated county and the Town of Windsor. The district has significant challenges in population density, land use, and emergency response demands. To effectively meet the evolving needs of the communities we serve and ensure the efficient allocation of resources, it is imperative to develop a comprehensive facilities master plan.

A facilities master plan will provide a roadmap for the strategic development, renovation, and maintenance of fire stations, training facilities, and administrative offices within the district. It will assess the current state of existing facilities, identify areas for improvement or expansion, and prioritize infrastructure projects based on critical needs and available resources.

Engaging a qualified consultant to facilitate the development of the facilities master plan will bring expertise, and experience to the process. The consultant will work closely with the district, including fire department personnel and administrative staff to gather input, conduct assessments, and formulate recommendations.



**Sonoma County Fire District
Board of Directors
Staff Report**

The facilities master plan will serve as a valuable tool for guiding capital investments for the Sonoma County Fire District.

Attachments:

1. Proposed Consultant Agreement for Facilities Master Plan Development



February 5, 2024

Mark Heine
Chief
Sonoma County Fire District
County Station 1
8200 Old Redwood Highway
Windsor, CA 95492

RE: Sonoma County Facilities Master Plan

Dear Mr. Heine,

Thank you for the opportunity to submit a fee proposal to provide **Facilities Master Plan** for the Sonoma County Fire District. In the event we have not fully understood or addressed a requirement for this engagement, Kitchell CEM is prepared to review and adjust this proposal as necessary.

Scope of Services:

1. Fire Station Assessment (Fire Stations No. 1, 3, 7, 8, and 10)

Kitchell will request and review available documentation of the facilities to be evaluated. This documentation will establish baseline information for planning work - a point of beginning – and will include:

- As-builts drawings of the buildings and systems
- Existing Facility Condition Assessments (FCAs)
- Operation and Maintenance (O&M) Manuals
- Maintenance history, including any infrastructure, facility and equipment problems
- Billing up to 12 months for custodial, grounds, pest control, refuse, security, electrical, gas, water, sewer, telecom, etc.
- ADA studies
- Other related studies and reports that have been produced for the facilities

Once all of the available data from SCFD has been received, we will review the provided information to identify the previous work done on each building and on the sites. Our team will review the past maintenance history to understand the parameters that already exist for size and quantities of building and site systems. We will develop a detailed schedule for site visits to each building – developing efficient routes so we can minimize interruptions to your staff; and develop the format of the assessment report.

We will also prepare a list of program questions and share the questionnaire with SCFD prior to the kick-off meeting.

We will facilitate a project kick-off meeting with Kitchell, SCFD and all team members. We want to ensure everyone is clear on the goals, communication protocols are established, work activities are reviewed and confirmed, schedule milestones are reviewed and confirmed and desired outcomes are established. During this meeting, we need to clearly understand the following:

- Goals and objectives
- Scope, overall schedule and deliverables

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- Roles and responsibilities
- Review of buildings: age, general condition, maintenance history
- Review completeness of data provided
- Review long-range funding strategies
- Review program questionnaire
- Review security protocols
- Review the report's format

Once all existing data is reviewed and evaluated during the project kick-off meeting, we propose the following methodology to complete the facility evaluation portion of the work. The Facility Evaluation Team will consist of, at a minimum, an architect, mechanical engineer and electrical engineer – each an expert with existing fire facilities. Specialty resources (e.g. vertical transportation, structural engineers, civil engineers, etc.) will be added from our team to provide specific expertise and knowledge that may be required for each facility or building element.

Prior to our field survey, we will coordinate our arrival schedule with SCFD. Upon arrival, we will first take time to interview the staff and the building maintenance personnel, preferably individuals knowledgeable of the major systems maintenance history, current issues and known deficiencies. We will require maintenance staff to escort our field evaluation team (or be available) throughout our evaluation. We find site maintenance individuals have a wealth of knowledge that can assist in the development of the report. They should also have access to all mechanical and electrical rooms, roofs, central plants and other secured areas.

The Team will assess the following systems:

- Building envelope, including outer shell, walls, doors, windows, and roofs;
- Structural integrity: foundation, walls, roofs, etc.;
- Interior walls, ceilings, flooring, and signage;
- Plumbing systems, both interior and exterior;
- Mechanical systems, including HVAC, exhaust, ventilation, controls and instrumentation;
- Fire/life safety systems;
- Electrical systems, both interior and exterior, including distribution, lighting, and emergency backup
- Telecommunications
- Fire Station equipment

We will follow the non-destructive visual observation procedures (as codified in ASTM E2018-15, Standard Guide for Property Condition Assessments) to conduct our evaluation. Our survey will be conducted during normal business hours. Our team is courteous and professional. During the evaluation, we will observe material systems and components of the building and identify physical deficiencies and any unusual features.

In order to accomplish the goal of this project, our Team will require the use of technology (Fulcrum) inside each facility. Fulcrum is a mobile data application that allows our Team to capture identified deficiencies and document the asset information during the on-site assessment. The use of technology within the facility may require SCFD support. Our team will work with SCFD to honor privacy and security concerns with respect to the use of technology tools inside the facility. We propose to utilize tablet devices to collect assessment data and take photographs of deficient items, the building and major systems. Within 24 hours of completing our building assessment, we will deliver a Trip Report that will inform SCFD of any fire, life and health safety issues that need immediate attention.

Over the course of developing our significant facilities evaluation experience and by utilizing respected industry and regulatory resources such as Whitestone Research, US DOJ, ASCE, IFMA and ASHRAE, we have developed comprehensive checklists for each discipline and building elements that are integrated into

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our mobile application. These checklists address most every potential deficiency. By developing these comprehensive checklists and training each team member in their use, we will control the continuity and quality of our report.

Data gathered from the team will be organized into a thorough Facility Evaluation Database with photographs of each item. This Database will be a user-friendly tool that details the condition of each building, and note system deficiencies. Each deficiency will have a recommendation for correction and a budget level cost estimate conforming to ASTM Unifomat II Classification for Building Elements (E1557-97; Level 3) will be generated that captures the field team's recommendations for addressing deficiencies.

The Facility Evaluation Team will provide a written analysis including a detailed description of each building system, as well as a narrative describing preliminary operational challenges at each station. The report is organized by station and will include digital photos of major building systems and of all deficiencies identified. The report will include discussion of anticipated repairs and/or replacements of building systems. Deficiencies are summarized in a Capital Needs Analysis Table included throughout the report. A draft assessment report will be provided will reflect at least a 10-year plan for repairs/replacement, as well as ascore card rating of each station against the standards will also be included.

Upon completion of the draft assessment report, we will issue for SCFD's review and comments. After receiving SCFD's comments, we will meet with SCFD to discuss their comments ([Workshop 1](#)), make any necessary adjustments, and issue a corrected draft assessment report.

2. Programming (Fire Stations No. 1, 2, 3, 4, 7, 8, and 10)

Shah Kawasaki Architects (SKA) shall prepare a prototypical "best practices" program for the optimum operation of SCFD's Fire Stations No. 1, 2, 3, 4, 7, 8, and 10). It will be based on the current and projected needs in the foreseeable future. This is the recommended first step in an approach to address needs for expansion, adequacy of program elements, construction cost and evaluation of renovation vs replacement strategies.

The programs will be all-inclusive of site and interior building requirements including parking, security perimeters, fuel vaults, generators, aprons, living quarters, offices, apparatus rooms, PPE storage, PPE cleaning, medical storage, medical cleaning, SCBA, general storage, exercise and training facilities. The programs shall employ best practices standards such as NFPA, the Essential Service Act, Sustainable Design, accessibility, and gender equality.

The Best Practice Programs will be used to determine the construction cost for station replacement. These may include: headquarters, single company, dual company, and dual/BC company stations. They will also be the benchmark to determine what level of renovation would be deemed necessary should an existing station be retained. Once SKA has completed the program, they will issue a draft to SCFD for review and comments. We will meet with SCFD to review the programs ([Workshop 2](#)), update programs, as necessary, and issue a corrected draft program.

3. Facility Master Plan

Once we have completed the corrected draft program, Kitchell and SKA prepare two (2) alternative options by overall cost, which sequence a combination of renovation and new fire station construction for Fire Stations No. 1, 3, 7, 8 and 10. Kitchell will develop a conceptual cost estimate and schedule for each option. For Fire Stations 2 and 4, SKA will develop an option for construction of a new fire station based on an agreed upon program.

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To allow SCFD to plan for future capital needs, Kitchell will perform a life cycle cost analysis that will compare the existing buildings against possible alternation scenarios to estimate industry referenced operation, maintenance, and repair costs for each specific fire station to illustrate, categorize, and identify possible ongoing budgetary shifts. The major area of focus will include the project's total replacement cost, annual maintenance & repair cost, and annual operational cost over life of the building.

The master plan recommendations will be delivered to SCFD for their review and comment. We will meet with SCFD to review the recommendations (Workshop 3), update programs, as necessary, and issue the draft master plan. We will meet with SCFD virtually to discuss comments. We will also assist SCFD with their supervisor presentation by assisting in the slide development and answering any questions during the presentation. We will revise and issue the final master plan upon receipt of final comments from SCFD and supervisor.

Schedule:

It is anticipated the NTP will be issued in February 2024 and the work is to be completed in four months from the NTP. Should the schedule be extended by two month or more, through no fault of Kitchell, an additional service is to be considered for continued service and availability.

Additional Services:

If additional work is required beyond what is noted above, Kitchell will provide services for these scope of work items under a separate proposal. No additional services will be performed without receiving written permission from SCFD.

Fee:

Compensation for the scope of work shall be a fixed, not to exceed fee of **Two-Hundred Thirty-Four Thousand Four Hundred and 00/100 Dollars (\$234,400.00)**. The structural/seismic evaluations have not been included in the fee above. Should SCFD desire structural/seismic evaluations, that would be an additional service and shall be a fixed, not to exceed fee of Fifty-Four Thousand Five Hundred and 00/100 Dollars (\$54,500.00). For stations without original structural drawings, there will be an additional cost of Three Thousand and 00/100 Dollars (\$3,000) per fire station. For breakdown of the fee, refer to Attachment A.

All of us at Kitchell are grateful for the opportunity to submit this proposal. Please do not hesitate to contact me at any time if you should have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Heather Brown".

Heather Brown, PE, LEED AP
Director, Engineering and Architectural Services Department.

Kitchell CEM

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FEE SCHEDULE

Revision: 2/5/2024

Kitchell CEM										Shah Kawasaki		Total Hrs	Total Fee	
Task #	Description	EAS Manager	Architectural Manager	Architect	Mechanical Engineer	Electrical Engineer	Estimator	Scheduler	Administrative Support Clerical	Principal	Project Architect			
FMP for Fire Stations No. 1, 2, 3, 4, 7, 8 and 10 only														
1	Fire Station Assessments	\$230.00	\$215.00	\$195.00	\$195.00	\$195.00	\$160.00	\$175.00	\$95.00	\$270.00	\$215.00			
1.1	Develop LOD 200 As-Built Model for 5 Fire Stations (Locus Laser Scanning)												LS	\$20,510
1.2	Review Existing Documents		6	6	6	6				16	24	64	\$14,280	
1.3	Prepare Program Questionnaire		2							16	8	25	\$6,470	
1.3	Kick-off Meeting		8	8						8	8	32	\$7,160	
1.5	Station Assessments		12	16	16	16	8		8	24	36	136	\$28,200	
1.6	Workshop 1: Review Station Assessments		8	8						8	8	32	\$7,160	
1.7	Update Assessments, Issue Draft		4	8	16	16	4		4	8	16	92	\$18,620	
	Sub-Total	4	44	54	38	38	12	0	12	80	100	382	\$102,400	
2	Programming													
2.1	Prepare Station Programs		6	4						40	20	70	\$17,170	
2.2	Workshop 2: Review Programs		8	8						8	8	32	\$7,160	
2.3	Update Programs, Issue Draft		4	2						16	8	30	\$7,290	
	Sub-Total	0	18	14	0	0	0	0	0	64	36	132	\$31,620	
3	Draft Master Plan													
3.1	Master Plan Recommendations	4	16	8	8	8	40	20	16	40	24	184	\$36,420	
3.2	Life Cycle Cost Analysis			6	40	12				6		64	\$11,880	
3.3	Workshop 3: Master Plan Recommendations		8	8						8	8	32	\$7,160	
	Sub-Total	4	24	22	48	20	40	20	22	48	32	280	\$55,460	
4	Final Master Plan													
4.1	Incorporate County Comments	2	12	4	4	4	20	10	8	32	48	144	\$30,050	
4.2	Supervisor Presentation		8	8						8	8	32	\$7,160	
	Sub-Total	2	20	12	4	4	20	10	8	40	56	176	\$37,210	
		10	106	102	90	62	72	30	42	232	224	970	226,690	
		\$2,300	\$22,790	\$19,890	\$17,550	\$12,090	\$11,520	\$5,250	\$3,990	\$62,640	\$48,160		206,180	

Reimbursable Travel Expense Allowance 7,680

Total Fee 234,400

Additional Services

Note ** - Phase 1A Documentation is \$3,000 per station if original structural drawings are not provided.

Structural/Seismic Evaluations (ZFA Structural Engineers)
 Phase 1: Assessment 21,500
 Phase 1A Documentation** 15,000
 Phase 2: Evaluation 33,000
Total Fee w/ Add'l Svcs 303,900



Sonoma County Fire District
Balance Sheet
 As of February 29, 2024

	Feb 29, 24
ASSETS	
Current Assets	
Checking/Savings	
103-Summit -SCFD-Ambulance	210,084.65
104-Summit-New Operating	212,002.17
105-Summit- (Old) Operating	75,542.01
107-Summit- Payroll	458,057.56
109-Summit- ICS	
Apparatus Replacement Fund	500,000.00
Emergency Fund	2,000,000.00
Emergency Medical Services Fund	6,300,000.00
Equipment Replacement Fund	46,000.00
Facilities Capital Improv. Fund	1,100,000.00
109-Summit- ICS - Other	5,533,490.30
Total 109-Summit- ICS	15,479,490.30
111-Summit-Fire Impact Fee	459,689.43
112-Fire Impact Fees @ TOW	1,541,765.83
Retiree Health Benefit Fund	3,860,796.27
Total Checking/Savings	22,297,428.22
Other Current Assets	
Prepaid Expense	58,433.46
Total Other Current Assets	58,433.46
Total Current Assets	22,355,861.68
Fixed Assets	18,131,768.94
Other Assets	25,232,184.00
TOTAL ASSETS	65,719,814.62
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	9,518.86
Other Current Liabilities	305,719.00
Total Current Liabilities	315,237.86
Long Term Liabilities	42,538,648.17
Total Liabilities	42,853,886.03
Equity	22,865,928.59
TOTAL LIABILITIES & EQUITY	65,719,814.62

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Accrual Basis

SCFD Emergency Medical Services Enterprise Fund
Balance Sheet
As of February 29, 2024

	<u>Feb 29, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
SCFD-EMS-Enterprise Fund (New)	116,530.45
Total Checking/Savings	<u>116,530.45</u>
Total Current Assets	<u>116,530.45</u>
TOTAL ASSETS	<u>116,530.45</u>
LIABILITIES & EQUITY	
Equity	116,530.45
TOTAL LIABILITIES & EQUITY	<u>116,530.45</u>

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Accrual Basis

Bodega Bay Fire Protection District
Balance Sheet
As of February 29, 2024

	<u>Feb 29, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
10020 · Chkg - Amb Billing Acct # 5362	12,952.55
Total Checking/Savings	<u>12,952.55</u>
Total Current Assets	<u>12,952.55</u>
TOTAL ASSETS	<u>12,952.55</u>
LIABILITIES & EQUITY	0.00

Sonoma County Fire District 2023-2024 FY Budget vs. Actual -SCFD

Ordinary Income/Expense	Jul '23 - Feb 24	Budget	\$ Over Budget	% of Budget
Income				
10 - Taxes				
1000 Property Taxes- CY Secured	6,466,205.45	11,963,113.00	-5,496,907.55	54.1%
1001 CY Special Tax	4,592,695.06	8,424,689.00	-3,831,993.94	54.5%
1008 RDA Increment	-508,384.67	-948,534.00	440,149.33	53.6%
1011 Prop Tax Collection Fee		-125,000.00	125,000.00	
1014 AB 1290 RDA Pass-Through	149,660.48	275,605.00	-125,944.52	54.3%
1017- Residual Prop Tax	324,635.08	672,019.00	-347,383.92	48.3%
1020 Prop Taxes- CY Supp	99,719.63	198,000.00	-98,280.37	50.4%
1040 Prop Taxes- CY Unsecure	372,984.15	360,958.00	12,026.15	103.3%
1061 PY Special Tax	62,378.57	125,000.00	-62,621.43	49.9%
Total 10 - Taxes	11,559,893.75	20,945,850.00	-9,385,956.25	55.2%
17- Use of Money/Property				
1700 Interest on Pooled Cash	44,902.07	42,000.00	2,902.07	106.9%
1800 Rents & Concessions	48,968.61	70,573.00	-21,604.39	69.4%
Total 17- Use of Money/Property	93,870.68	112,573.00	-18,702.32	83.4%
20- Intergovernmental Revenues				
2300-GEMT Revenue	17,437.88			
2440 ST HOPTR	8,674.63	28,000.00	-19,325.37	31.0%
2495- County Abatement Program	34,800.00	100,000.00	-65,200.00	34.8%
2496-Grants-County of Sonoma		174,664.00	-174,664.00	
2500 Grant Income	1,000,000.00	1,116,569.00	-116,569.00	89.6%
2600-County Tax Exchange	5,359,447.39	5,295,626.00	63,821.39	101.2%
2700- Town of Windsor		126,000.00	-126,000.00	
2750 Federal Grant	50,000.00	1,299,046.00	-1,249,046.00	3.8%
2900 Refunds- ST Wages	602,327.97			
2905 Refunds- ST Other	270,253.05			
2906 Refunds- ST Apparatus	110,549.30			
Total 20- Intergovernmental Revenues	7,453,490.22	8,139,905.00	-686,414.78	91.6%
30- Charges for Services				
3145 Plans & Specs	62,284.90	241,000.00	-178,715.10	25.8%
3600 Reach Helicopter Program	75,000.00	180,000.00	-105,000.00	41.7%
3670- Ambulance Billings	2,504,511.60	4,121,872.00	-1,617,360.40	60.8%
Total 30- Charges for Services	2,641,796.50	4,542,872.00	-1,901,075.50	58.2%
40- Miscellaneous Revenue				
4040 Misc. Revenue	49,707.42	58,750.00	-9,042.58	84.6%
4041 Graton Rancheria		1,048,566.00	-1,048,566.00	
4103 Work Comp Reimbursement	288,062.30	200,000.00	88,062.30	144.0%
4104 Insurance reimbursement	10,739.56			
4600 Sale of Fixed Asset	4,000.00			
Total 40- Miscellaneous Revenue	352,509.28	1,307,316.00	-954,806.72	27.0%
Total Income	22,101,560.43	35,048,516.00	-12,946,955.57	63.1%
Expense				
50 Salaries/Employ Benefits				
5906 Volunteer Firefighters	900.00	30,000.00	-29,100.00	3.0%
5907 Apprentice Firefighters	26,200.00	60,000.00	-33,800.00	43.7%
5910 Perm Position	8,625,950.84	14,098,129.00	-5,472,178.16	61.2%
5912 Overtime	2,436,079.52	1,756,000.00	680,079.52	138.7%
5913 On-Call Stipends	68,375.00	109,500.00	-41,125.00	62.4%

Sonoma County Fire District 2023-2024 FY Budget vs. Actual -SCFD

	Jul '23 - Feb 24	Budget	\$ Over Budget	% of Budget
5914 Overtime-ST	393,082.64			
5916 OT ST Coverage	142,383.20			
5918 OOC Strike Team OT	2,777.96			
5921 Overtime- Work Down	120,955.03			
5923 PERS District Expense	1,779,436.35	2,697,381.00	-917,944.65	66.0%
5924 Medi/FICA	158,682.51	247,331.00	-88,648.49	64.2%
5929- Retiree Health Insurance	168,172.66	247,084.00	-78,911.34	68.1%
5930 Health Insurance	1,522,879.90	2,194,200.00	-671,320.10	69.4%
5931 Disability Insurance	27,463.00	35,805.00	-8,342.00	76.7%
5932 Dental Insurance	124,553.84	177,833.00	-53,279.16	70.0%
5933 Life Insurance	8,329.59	7,487.00	842.59	111.3%
5934 Vision Insurance	6,955.43	9,929.00	-2,973.57	70.1%
5935 Unemployment Insure	19,925.45	25,951.00	-6,025.55	76.8%
5940 Worker's Comp Premium	1,154,235.75	1,526,443.00	-372,207.25	75.6%
5969- Deferred Comp	35,475.00	48,600.00	-13,125.00	73.0%
5971- PTO Payout	381,666.48	300,000.00	81,666.48	127.2%
5972 Medical Stipend	18,544.00	27,816.00	-9,272.00	66.7%
5999- Planned Salary Savings		-66,000.00	66,000.00	
Total 50 Salaries/Employ Benefits	17,223,024.15	23,533,489.00	-6,310,464.85	73.2%
60 - Services/Supplies				
6021 Uniform Expense	52,342.29	101,000.00	-48,657.71	51.8%
6022 Safety Clothing	97,021.88	192,780.00	-95,758.12	50.3%
6040 Communications	39,465.31	170,000.00	-130,534.69	23.2%
6060 Food	10,559.51	15,000.00	-4,440.49	70.4%
6084 Janitorial Supplies	17,445.22	25,000.00	-7,554.78	69.8%
6100-Insurance	364,626.77	416,650.00	-52,023.23	87.5%
6140 Maintenance Equip. & Appar	234,675.53	335,200.00	-100,524.47	70.0%
6154 Maintenance-Hose Replace	217,201.46	287,262.00	-70,060.54	75.6%
6180 Maintenance Buildings/Imp.	87,463.53	126,415.00	-38,951.47	69.2%
6261 Medical Supplies	85,476.99	322,397.00	-236,920.01	26.5%
6280 Memberships	26,613.92	24,900.00	1,713.92	106.9%
6300 Prevention Materials	22,783.84	44,000.00	-21,216.16	51.8%
6400 Office Expense	10,071.07	20,000.00	-9,928.93	50.4%
6410 Postage	2,385.80	5,500.00	-3,114.20	43.4%
6457 Computer Charges	216,319.29	349,147.00	-132,827.71	62.0%
6461 Employee Wellness Programs	36,599.09	186,325.00	-149,725.91	19.6%
6462- Furniture	80,407.59	118,500.00	-38,092.41	67.9%
6463 Resource Materials	22,012.08	56,500.00	-34,487.92	39.0%
6500 Professional Services	1,477,304.02	2,673,664.00	-1,196,359.98	55.3%
6501 Abatement Contractors	23,681.00	61,000.00	-37,319.00	38.8%
6526 Dispatch Services	94,123.72	108,110.00	-13,986.28	87.1%
6587 LAFCO charges	23,584.00	36,500.00	-12,916.00	64.6%
6610 Legal Services	108,390.36	175,000.00	-66,609.64	61.9%
6630 Audit/Accounting Services	1,250.00	17,000.00	-15,750.00	7.4%
6633 Payroll Expense	11,713.20	18,000.00	-6,286.80	65.1%
6634 Bank Service Charges	1,486.90	500.00	986.90	297.4%
6666- Ambulance Charges	92,017.70	152,000.00	-59,982.30	60.5%
6667-Ambulance Transport Cost	285,171.16	434,922.00	-149,750.84	65.6%
6669-GEMT QAF Expense	59,688.21			
6800 Public/Legal Services	1,650.00	2,500.00	-850.00	66.0%
6820 Rent/Leases Equipment	41,265.02	55,738.00	-14,472.98	74.0%
6880 Small Tools/Instruments	19,369.45	169,800.00	-150,430.55	11.4%
6881 Safety Equipment	33,198.38	137,000.00	-103,801.62	24.2%

Sonoma County Fire District 2023-2024 FY Budget vs. Actual -SCFD

Accrual Basis

	Jul '23 - Feb 24	Budget	\$ Over Budget	% of Budget
7000-Grant Expenses	15,098.65	61,171.00	-46,072.35	24.7%
7005 - Election Costs		150,000.00	-150,000.00	
7120 Training-in-Service	124,426.18	235,900.00	-111,473.82	52.7%
7150- Employee Recognition	2,390.53	5,000.00	-2,609.47	47.8%
7201 Gas/Oil	135,667.76	185,000.00	-49,332.24	73.3%
7300 Travel/Transportation	16,864.72	50,000.00	-33,135.28	33.7%
7320 Utilities	197,302.96	324,000.00	-126,697.04	60.9%
Total 60 - Services/Supplies	4,389,115.09	7,849,381.00	-3,460,265.91	55.9%
75 - Long Term Debt				
7910 LT Debt Principal	657,923.64	920,556.00	-262,632.36	71.5%
7930 Interest on LT Debt	336,494.63	650,541.00	-314,046.37	51.7%
Total 75 - Long Term Debt	994,418.27	1,571,097.00	-576,678.73	63.3%
85 - Capital Expenditures				
8510 Buildings/Equipment	79,502.78	636,336.00	-556,833.22	12.5%
8560 Equipment	12,168.67	3,181,213.00	-3,169,044.33	0.4%
8570 CERBT Contributions		100,000.00	-100,000.00	
Total 85 - Capital Expenditures	91,671.45	3,917,549.00	-3,825,877.55	2.3%
Total Expense	22,698,228.96	36,871,516.00	-14,173,287.04	61.6%
Net Ordinary Income	-596,668.53	-1,823,000.00	1,226,331.47	32.7%
Net Income	-596,668.53	-1,823,000.00	1,226,331.47	32.7%

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Accrual Basis

SCFD Emergency Medical Services Enterprise Fund
Budget vs. Actual
 July 2023 through February 2024

	<u>Jul '23 - Feb 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
3670 - Ambulance Billings	0.00	14,872,000.00	-14,872,000.00	0.0%
3671 - Charges for Svcs (Other)	0.00	275,000.00	-275,000.00	0.0%
Transfer In - From SCFD Amb	700,000.00			
Total Income	<u>700,000.00</u>	<u>15,147,000.00</u>	<u>-14,447,000.00</u>	<u>4.6%</u>
Expense				
6100- Insurance	40,000.00	25,000.00	15,000.00	160.0%
6457 -Computer/Software Charges	0.00	185,000.00	-185,000.00	0.0%
6500- Professional/Special Serv	27,593.00	11,700,000.00	-11,672,407.00	0.2%
6526- Dispatch	0.00	897,000.00	-897,000.00	0.0%
6573- Program Admin. Reimb.	0.00	450,000.00	-450,000.00	0.0%
6610- Legal Services	328,476.55	100,000.00	228,476.55	328.5%
6630- Audit/Accounting Services	0.00	25,000.00	-25,000.00	0.0%
6666- Ambulance Charges	0.00	490,000.00	-490,000.00	0.0%
7006- EMS Agency Expenses	0.00	525,000.00	-525,000.00	0.0%
7007- FRALS Expenses	187,500.00	750,000.00	-562,500.00	25.0%
Total Expense	<u>583,569.55</u>	<u>15,147,000.00</u>	<u>-14,563,430.45</u>	<u>3.9%</u>
Net Income	<u><u>116,430.45</u></u>	<u><u>0.00</u></u>	<u><u>116,430.45</u></u>	<u><u>100.0%</u></u>



Sonoma County Fire District Board of Directors
Staff Report

Date: March 19, 2024

Topic: EMS Billing Hardship/Compassionate Care Application

Recommendation:

Approve the following staff recommendation:

Application 23-007010: Offer a no interest payment plan over twenty-four (24) months.

Financial Impact:

If approved, application 23-007010 has no financial impact. The invoice will be collected over a twenty-four (24) month period.

Background:

The District's Financial Hardship/Compassionate Care Policy provides for modifying of EMS fees based on set criteria, including Federal Poverty guidelines.

Application 23-007010: An application was received claiming financial hardship and requesting a reduction or waiver of the ambulance bill. The applicant does not meet the income requirements of the policy, insurance was billed (insurance payment applied); the applicant has not demonstrated that the entire balance of the ambulance bill would create a financial hardship therefore we recommend offering a no interest payment plan over twenty-four (24) months.

Attachments:

1. Sonoma County Fire District Financial Hardship/Compassionate Care Policy.
2. Transport Billing Hardship Applications #23-007010