



**MEMORANDUM**  
**COUNTY EXECUTIVE OFFICE**  
**OFFICE OF EMERGENCY SERVICES**  
County of Placer

TO: Board of Supervisors  
DATE: April 5, 2016

FROM: David Boesch, County Executive Officer,  
by: John McEldowney, Emergency Services Program Manager

SUBJECT: Authorize the County Executive Officer to approve an exception to the Voyager Card Program to allow continued use of Voyager cards for Placer County Fire Vehicles by CAL FIRE personnel.

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**ACTION REQUESTED**

Authorize the County Executive Officer to approve an exception to the Voyager Card Policy to allow continued use of Voyager cards for Placer County Fire vehicles by CAL FIRE personnel.

**BACKGROUND**

Placer County Fire, a contracted service to the California Department of Forestry and Fire Protection (CAL FIRE), operates from 8 fully staffed fire stations and oversees an additional 6 volunteer stations in Placer County. Professional firefighters and volunteers respond annually to over 5000 calls for service. The Voyager cards allow contracted Cal FIRE personnel to refuel Placer County Fire Vehicles primarily at the County Service Station, and at private service stations, as needed. If Voyager Card usage for Placer County Fire vehicles by CAL FIRE personnel is not approved, these same purchases will be completed using state issued credit cards and billed back to Placer County, with the addition of a State mandated administrative surcharge of 12.59%. Additionally, purchases made on a State issued credit card will comply with State credit card rules versus Placer County credit card rules, providing Placer County with reduced control of spending. State administrative charges (with use of State issued cards) due to required credit card purchases may result in an approximate additional annual charge of \$3000. The costs incurred when Placer County Fire/Cal FIRE personnel uses the State issued card, rather than the Voyager card can be avoided with the approval of the continued use of the Voyager Card. Placer County Fire/CAL FIRE personnel would be subject to County credit card rules for use, control, and security of the County provided cards.

**FISCAL IMPACT**

There is no impact to the General Fund as a result of this action. However, savings close to \$3000 per year should be realized by avoidance of State administrative charges if these purchases are made on State issued credit cards.

