

COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445

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AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS

>>> 4:30 pm Monday, March 19, 2012 <<<

Bill Platt Training Center

Gualala, CA 95445

1. Call to Order Chilton Hauck
 2. Adoption of the Agenda
 3. Minutes Approval
 4. Privilege of the Floor – Public Comment
 5. Old Business – Information or Action
 - Nominating Committee - Action Chilton Hauck
 - i. Board Vacancy Appointment
 - ii. Officers Election
 - iii. Committee Member Assignments
 - Measures B & C Information Campaign Update - Information Foster
 - Mission Statement Art in Training Center Schwartz
 6. New Business
 7. Reports
 - Board Officers – General
 - Treasurer Rice
 - District Administrator Foster
 - Staff Dilks/Bold
 8. Other
 - General announcements
 - Board meeting Schedule
 9. Adjournment
- Scheduled Board of Director meetings (4:30 at Bill Platt Training Center unless otherwise noted)
 - April 16, 2012



MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
February 20th, 2012

Call to Order. President Steve Kaplan called the meeting to order at 4:29 pm. Present: Kaplan, Schwartz, Rice, Klopfer, Toedter and Chilton Hauck. Absent: Dodds

Adoption of the Agenda. Director Schwartz moved, Director Rice second to adopt the agenda. All ayes.

Approval of January 3rd, 2012 Board Minutes. Director Rice moved, Director Schwartz second, all ayes.

Privilege of the Floor: none

Old Business - Information or Action

- Measure B & C Information Campaign Update: Calendar Committees: Report received from Bill Osterland.
- Community Healthcare Working Group Update: was received from Steve Kaplan including new membership and goals.
- Nominating Committee: President Kaplan proposed an ad hoc committee for the purpose of proposing a slate to the board for:
 - Board Vacancy
 - Officers
 - Standing Committee Membership
- Directors Schwartz, Rice, and Chilton-Hauck volunteered to serve as the Nominating Committee. They will report their recommendations to the board at the March meeting.

New Business:

- Ethics Training is required annually. Available on-line with California Special District's Association.

Reports:

- Board Officers-General: President Kaplan: No Report
- Treasurer's report: Treasurer Rice deferred to DA Foster for comments about mid-year budget performance
- DA Foster's Report: See Board Packet
- Ops. Mgr. Dilks report received.
- Business Mgr. Bold's December 2011 and January 2012 write-off reports were approved. Dec report: Director Chilton Hauck moved, Director Schwartz second, all ayes. Jan report: Director Schwartz moved, Director Rice second, all ayes.

Other:

- General Announcements
Outgoing Board President, Steve Kaplan, made closing comments as he resigns from the board, and encouraged the board to continue with the work of the District and remain focused on the CLSD mission statement—which he requested be displayed prominently in the Board meeting room (BPTC).
- Board Meeting Schedule
Monday, March 19th, 4:30 p.m.
Monday, April 16th, 4:30 p.m.

Adjournment. Director Schwartz moved for adjournment, Director Rice second, all ayes. Meeting adjourned at 5:33 pm.

Minutes approved:

Date

**Coast Life Support District
District Administrator's Report
March 19th, 2012**

1. Elections. The information campaign continues. Mendocino County mistakenly sent out a postcard to polling place voters telling them they will vote by mail. They will send out a correction postcard immediately and have sent a press release to the ICO. I am asking everyone to spread the word in Mendocino County for voters who normally vote at a polling station to do so on April 10, and to not expect a mailed ballot. I will discuss the costs of this with the Registrar.
2. Finance. I am developing budget alternatives for the two possible outcomes of the election.
 - a. Bad Outcome. My recommendation to the board is we do not sacrifice quality of service, but rather maintain the highest quality with a reduced level of BLS coverage. Eliminating training, QA oversight, and payroll reductions in addition to reduction of BLS coverage will seriously diminish the quality of care of the remaining services. In the event Measure C fails, my recommendation to the board is that we reduce BLS coverage enough to cover the deficit until we can approach the voters again in the fall.
 - b. Good Outcome. My recommendation is that we create an operational reserve of ten percent, restore a robust training program, invest in infrastructure maintenance (building maintenance and improvements), and replace aging equipment where necessary. This is not to say we will create a "gold plated" emergency response system, but will have a strong program with the highest quality service possible within our available resources.
3. Logistics. We are seeking quotes for a replacement ambulance in the event Measure C passes. The alternatives are a new ambulance and a "re-chassis" of the old box.
 - a. As we learn more about the "re-chassis" option, we are less enthusiastic about this alternative. The primary industry use of re-chassis is in urban ambulances with 4-5 years of heavy use. In these cases, the "box" is relatively new and has several years of life remaining, to include parts availability and ready access to maintenance. In our circumstances, the box is already fifteen years old and, if used on a re-chassis operation, will be twenty-five to thirty years old by the end of the expected chassis life. This could present significant maintenance problems due to parts availability, metal fatigue, rattles, and electrical and air handling systems support from the manufacturer.
 - b. The new ambulance option is more expensive, but most manufacturers have demonstrator models available at a significant discount. We will compare the costs of new versus re-chassis alternatives, and present our findings to the board with a recommendation.
4. REDCOM Budget. REDCOM dispatch services are increasing significantly for all member agencies from last year, from \$15K to \$25K. This is primarily due to shifting charges away from AMR (the Santa Rosa primary ambulance contractor) to the membership. AMR used to pay a substantial share of the cost of dispatch services; this was deemed unlawful by the County Counsel, who cited Medicare anti-kickback regulations. This was a contentious point (AMR was happy to keep paying extra) but County Counsel prevailed and the additional costs are being shifted to member agencies.

/s/
Scott Foster
District Administrator

COAST LIFE SUPPORT DISTRICT

Operations Manager's Report
March 19, 2012

Deployment / Staffing

- ALS (M-120) was staffed 100% and second out BLS (B-121) was staffed 100%
- Scott Christy has entered the hiring process for BLS

Facilities

- No major repairs pending.

Vehicles/Equipment

- All vehicles and equipment are in good service and in good working order. We are seeing an increase in odd repairs to our first out ALS (Big Red). EG Electric circuit board, Transmission gasket, windshield wiper motor to name a few
- I did a demo ride with Mechanicsville rescue squad in the Baltimore area. Also participated in the EMS Today convention in Baltimore. The input for remounting our 1997 ambulance was not met with high recommendations.

Communications

- We received two laptop computers for our ambulances from Coastal Valley EMS on a grant. We are in-servicing them this month.

Community Training/CPR

- Next Super Saver Saturday CPR class is March 24 (9-1pm)
- All the freshman class (32 students) received CPR instruction and will receive a certificate of completion. The senior class was instructed by Nick Scanlonhill and Wendy Platt
- The community is trying to schedule an Every 15 Minutes program. The date is May 22, 2012. Meetings have started. CLSD is in the plans for two ambulances for the mock crash. Jeanne Stephanie is the main coordinator

Team Health Nurse Advice Line: the most recent twelve months.

New format is in the works with Team Health.....soon

Business Manager's Report

By Terry Bold

Email: billing@clsd.ca.gov

March 19th, 2012

Vouchers:

Replenishment: Replenishment vouchers for deposit to the Redwood Credit Union checking account from the Sonoma County FAMIS account for the period:

February 1st thru 23rd, 2012 in the amount of \$82,205.92 was signed by Evan Dilks on February 23rd.

February 24th thru March 16th in the amount of \$66,127.39 was signed by Evan Dilks on March 13th, 2012.

Accounts Receivable Report: I have reviewed the February 2012 Accounts Receivable report and find it to be within normally expected parameters.

