

COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445

Tel: (707) 884-1829 Fax: 884-9119

AGENDA REGULAR MEETING OF THE BOARD OF DIRECTORS >>> 4:00 PM Monday Jun 26, 2017 <<< CLSD Headquarters – Bill Platt Training Room

1. Call to Order Hughes
2. Adoption of the agenda Hughes
3. Minutes Approval Hughes
4. Privilege of the floor Hughes
5. New Business
 - a. Resolution No 250: Prop 4 Appropriations Limit FY18 - INFO Caley
6. Old Business
 - a. Resolution No: 247 – Adoption of Preliminary Budget for FY18 – ACTION Caley
 - b. Resolution No. 248 – Adoption of Ambulance Rates for FY18 – ACTION Caley
 - c. Resolution No. 249 – Adoption of Tax Rates for FY18 – ACTION Caley
 - d. Update Legal Services Agreement and Conflict Waiver with County Counsel – Action Caley
 - e. Board goals - Update Hughes
7. Reports:
 - a. Finance: YTD
 - i. Wittman ambulance revenue – FY17 Apr
 - ii. Expenses – FY17 YTDBeaty/Hughes
 - b. Communication Committee Bower/André
 - c. MHA update deferred
8. DA report Caley
9. Closed Session
 - a. District Administrator's semi-annual Performance Evaluation Hughes
10. Adjourn Hughes

NEXT MEETINGS: Scheduled Board of Director meetings are held at the Bill Platt Training Center unless otherwise noted. Upcoming meetings are:

Jul 24, 2017

Aug 28, 2017

Sep 25, 2017



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
May 22nd, 2017

Call to Order: Director Hughes called the meeting to order at 4:00 p.m. at the Bill Platt Training Room. Present: Directors: Beaty, Perry, Schwartz. Also, present: District Administrator Caley, Ops Manager Evan Dilks, and Executive Assistant Robin Bean. Excused Absents: Directors: André, Bower and Tittle.

Adoption of the Agenda: Director Schwartz moved to adopt the agenda and seconded by Director Beaty. All ayes.

Approval of April 24th, 2017 Board Minutes: Director Schwartz moved to approve the April 24th meeting minutes and was seconded by Director Beaty. All ayes.

Privilege of the Floor – Public Comment: No Comments from the public.

Reports:

a. Finance: YTD

- i. **Wittman ambulance revenue – FY17 April:** April gross charges \$197,864.60. Net receipts received for April, \$51,483.74.
- ii. **Expenses – FY17 YTD:** Expenses continue to be within budget.
- iii. **Final Audit FY16:** The final Audited Financial Statements for Fiscal Years Ended June 30, 2016 and 2015 have been received and approved by the BOD. Hard copies have been provided to the BOD and posted on the website.

b. P&L Actuals vs Budget: FY17 Report:

- i. Board of Directors reviewed the "P&L Actuals vs Budget" YTD Report.
- ii. Director Beaty shared with the BOD the monthly ambulance runs for April (40). Ambulance runs show a small increase compared to prior year (historically have been lower).
- iii. DA Caley pointed out that the current average of calls points to an end of year (if trend continues) to be around 500+ transports.

New Business:

- a. **Resolutions 247, 248, 249:** DA Caley introduced resolutions 247, 248, and 249 with the BOD. They are introduced as new business at this meeting and will be an action item at the Jun 26, 2017 BOD meeting:
 - Draft Resolution 247: CLSD Adoption of Preliminary Budget for Fiscal Year 2018
 - Draft Resolution 248: CLSD Adoption of Ambulance Rates for Fiscal Year 2018
 - Draft Resolution 249: CLSD Adoption of Tax Rates for Fiscal Year 2018
- b. **Update Legal Services Agreement and Conflict Waiver with County Counsel:** DA Caley received an updated Disclosure Letter and Advance Waiver of Potential Conflicts issued through Sonoma County Counsel's office. Letter to be up for approval at next BOD meeting. Also for Action item at June 26th BOD meeting

Old Business:

- a. **Board Goals – Update:** Director Hughes lead a discussion updating status of the Board Goals with the Directors
- b. **FY18 Budget – Urgent Care:** At the last BOD meeting, RCMS CEO Diane Agee (along with RCMS Treasurer Don Kemp) introduced to the BOD, the RCMS Board of Directors approved "Summary of Changes in Urgent Care Budget for FY 2017-18 from FY

2016-17 Budget and YTD Annualized Report". The RCMS Urgent Care Budget was reviewed and discussed in detail by the BOD. The BOD unanimously agree that RCMS is a vital resource to the communities. Steps to insure RCMS can continue to deliver crucial services will take place next BOD meeting with the adoption of the Preliminary Budget for FY18.

- c. **FY18 CLSD Preliminary Budget:** At the last BOD meeting, DA Caley presented the draft CLSD Preliminary Budget reflecting the past two FY's and the proposed FY18 budget. The FY18 Preliminary Budget is a breakeven budget and will be up for final approval by the BOD at the June monthly meeting.
- d. **EMS Appreciation Week: May 21- 27, 2017 update:** CLSD placed an "Appreciation" ad into the ICO for this week in support of the First Responders. CLSD and RCMS are co-hosting an EMS Appreciation BBQ. Invitations have been sent out to our District's EMS First Responders, to be held on August 18th 2017.
- e. **EMS Surveys: Employee Engagement and Customer Surveys:** The EMS Survey Team has conducted February and March Customer Surveys. April's Customer Survey is currently in the works and will be sent in by the end of the month. The Employee Engagement survey process was open for three weeks. It just concluded and a summary report will be provided to CLSD.

Communications Committee: deferred

MHA update: deferred. DA Caley will update in his report

DA report:

- May 2nd – The DA attended Sonoma County Board of Supervisors meeting where they declared May 2017 Health Care District month
- May 3rd – Attended the Sonoma LAFCO (Local Agency Formation Commission) on Fire and Emergency Services Provision presentation.
 - Studying opportunities to address operation and financial challenges, identifying agency consolidations as a strategy for maintaining and/or improving service levels.
 - Potential of moving to more of a regional governance model, LAFCO has been approached by Fire Protection Districts about sheres of influence amendments, annexations, consolidations, and approval for fire service contracts between agencies.
 - Presentation – sort of a Fire & Emergency Services 101
 - Services provided
 - Agencies providing services
 - Funding and staffing are critical factors driving change
 - Some Districts have systemic funding shortfalls
 - Districts and VFD extreme challenges staffing
- May 8th – MHA met with newly elected Sonoma County Supervisor Lynda Hopkins (5th District) to: 1) introduce ourselves, 2) present the challenges of HC delivery, 3) what we are doing about it, and 4) build relationship and seek future opportunities that improve HC outcomes in our community.
 - Forming a Sonoma County Health Action Chapter representing the NW coast (initiates/supports community health initiatives and policies at a local level to leverage partnerships and collective impact to build collaborative approaches to local health improvement)

- Possible engagement in the Committee for Healthcare Improvement (CHI) with current focus on End-of-Life Care, Cardiovascular Disease Risk Reduction and Opioid Abuse,
- Greater engagement with the County and resources when we are developing grant applications.
- Invitation to visit our Community and see some of the challenges we face in her District. Director Schwartz recommended we invite her to the EMS Appreciation BBQ
- InterGovernmental Transfer agreements have been executed and submitted.
- Community Fall Prevention Program: Is over half way through the Matter of Balance 8-week class in Manchester. A new MOB July and Aug – will be two-days a week spanning July/Aug. The collaboration partners include CLSD, RCMS, Coast Seniors, and Aging in Place Mendonoma as well as local strength and balance training resources. 17 participants enrolled in the 3rd Matter of Balance Program. This program is designed to reduce the incidents of falls by taking a cognitive approach, addressing social interactions, and teaching strength and balance exercises.
- Finally received the nearly \$11K FY15/16 Dispatch fees.

Deployment / Staffing

- ALS (M-120) and second out BLS (B-121) was staffed 100%
- We had three CLSD EMT's apply and test for positions in the next SRJC paramedic program. Joe Peters, Ethan Pack and Scott Kwon. We are very proud to announce that all three have been selected. Over 60 applicants for 25 positions. Great reflection on our staff training and experience they receive here at CLSD.

Facilities

- Installation of the ambulance exhaust system is happening this week
- Training room improvements—carpet ordered. Awaiting final bid. Then painting, etc.

Vehicles/Equipment

- Three power cots and one power chair ordered
- New Cardiac monitor on the way
- Ford ambulance exhaust has become overly potent. Researching solutions. It may need a new catalytic converter. Estimate 2.5K

Community events / Training

- Goldie Pounds continues to organize and develop the CPR and community programs.
- RCMS CPR done 6 students
- All TSR employees are due for CPR / First Aid Training.
- Participated in the Action Network ' Day in the Park'
- Mendocino County sponsored a disaster communication drill. Scenario was civil unrest. Our HAM operators demonstrated the new digital communications program. A big thank you to them for their service
- Survivors reunion... CLSD survivor crew and patient to be honored 5-25-2017 in Glen Ellen. Chris Ottolini, Bronwyn Golly, Scott Kwon, Paul Eaton (CAL Fire). DA will attend in support, photograph, and submit an article for possible publication

Adjournment: at 5:12 pm. Director Schwartz moved for adjournment, Director Perry seconded, all ayes.

Next Board of Directors Meeting: to start 4 pm,

- Monday, June 26th, 2017 BOD TENTATIVELY SCHEDULED TO UPDATE BOARD GOALS AHEAD OF THIS MEETING. GOAL SETTING START TIME TBD.
- Monday, July 24th, 2017
- Monday, Aug 28th, 2017

Minutes Approved:

(Date)

DRAFT

**COAST LIFE SUPPORT DISTRICT
RESOLUTION No. 250**

**RESOLUTION OF THE BOARD OF DIRECTORS OF COAST LIFE SUPPORT
DISTRICT, STATE OF CALIFORNIA, ADOPTING THE PROPOSITION 4
APPROPRIATION LIMIT FOR THE FISCAL YEAR 2017-2018**

WHEREAS, each fiscal year a Proposition 4 limit must be established; and

WHEREAS, Proposition 111, Article XIII B, requires the Board of Directors of the Coast Life Support District to choose and adopt a certain method to increase this limit every year; and

WHEREAS, the Coast Life Support District had approved and adopted an Appropriation Limit for Fiscal Year 2016-2017 of \$1,983,632; and

WHEREAS, the Coast Life Support District has chosen the California Per Capita Personal Income and the Sonoma County Population Change Percentage factors in establishing the Proposition 4 limit; and

WHEREAS, the Board of Directors of the Coast Life Support District, now accepts the Sonoma County Treasurer's calculation for the Appropriation Limit to be \$2,067,112, based on sum of the tax income increase and the annual percentage change for the California Per Capita Personal Income which is 3.69% and the local population growth change which is 0.85%.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coast Life Support District hereby adopts a new Appropriation Limit in the amount of \$2,067,112 for the Fiscal Year 2017-2018,

THE FOREGOING RESOLUTION was introduced by Director Schwartz, who moved its adoption, seconded by Director Bower, and then adopted by the following vote on the ____ day of July, 2017,

Directors:	Hughes	Aye	No	Abstain
	André	Aye	No	Abstain
	Bower	Aye	No	Abstain
	Schwartz	Aye	No	Abstain
	Beaty	Aye	No	Abstain
	Perry	Aye	No	Abstain
	Tittle	Aye	No	Abstain

Ayes: Noes: Abstain: Absent:

WHEREUPON, the President declared the foregoing RESOLUTION adopted and

SO, ORDERED

Naomi Schwartz, Secretary to the Board

COAST LIFE SUPPORT DISTRICT

RESOLUTION No: 247

ADOPTION OF PRELIMINARY BUDGET FOR FISCAL YEAR 2018

WHEREAS, Coast Life Support District Board of Directors, Finance Committee and Staff have reviewed the current financial position for the past year, and

WHEREAS, the District has a need to maximize its revenues, including maintaining the benefit assessment special tax rates as approved by the voters for Emergency Medical Services, and

WHEREAS, the District has reviewed the Ambulance billing charges, in order to maximize revenue while maintaining rates consistent with medical cost inflation,

WHEREAS, the District will not require the full assessment as authorized for Urgent Care services in order to fully fund the current program and provide adequate funds for development of the presently envisioned Urgent Care program and any other authorized use, and

WHEREAS, Reserve funding should remain at present levels to support contingencies and capital replacement requirements, and

WHEREAS, Coast Life Support District anticipates Revenues of the following:

Sonoma County	\$677,778
Mendocino County	\$908,263
Ambulance Billings	\$560,150
Miscellaneous	<u>\$254,923</u>
Total Budgeted Revenue	\$2,401,114

WHEREAS, the following Expenditures will provide the resources necessary to meet the established objectives for the next Fiscal Year:

Ambulance Operations	\$1,264,990
Administration & Overhead	\$ 249,758
Urgent Care Program	\$ 777,462
Interest & Depreciation	\$ 96,619
Reserve Fund Increase	<u>\$ 12,285</u>
Total Budgeted Expenditures	\$2,401,114

BE IT RESOLVED that the Board of Directors authorize its Officers, Administrator and Staff to make expenditures necessary to operate the Ambulance service and all Authorized programs,

BE IT FURTHER RESOLVED that the Board of Directors authorized the above amounts for the Coast Life Support District's Budget for Fiscal Year 2018.

The above resolution was introduced by Director Schwartz, who moved its adoption, seconded by Director Beaty, and passed and adopted on this 26th day of June 2017 by the following roll call vote:

Directors:	Hughes	Aye	No	Abstain
	Beaty	Aye	No	Abstain
	Bower	Aye	No	Abstain
	Schwartz	Aye	No	Abstain
	Tittle	Aye	No	Abstain
	Perry	Aye	No	Abstain
	André	Aye	No	Abstain

Ayes: Noes: 0 Abstain: 0 Absent: 0

WHEREUPON, the President declared the foregoing RESOLUTION adopted and SO ORDERED.

Naomi Schwartz, Secretary

	Actual FY16	Budget FY16	Budget FY17	Budget FY18	FY17 vs FY18 Changes	% Change
Income	Actual	Budget	Budget	Draft Budget		
4000 CLSD Special Taxes						
4001 Mendocino County Taxes						
4004 Mendocino Ambulance Tax	470,808	473,572	474,012	477,664	3,652	0.77%
4009 Mendocino Urgent Care Tax	333,391	334,535	335,168	337,927	2,759	0.82%
4010 Mendocino Special Tax	93,571	87,000	92,672	92,672	-	0.00%
Total 4001 Mendocino County Taxes	897,769	895,107	901,852	908,263	6,411	1%
4002 Sonoma County Taxes						
4024 Sonoma Ambulance Tax	371,556	364,716	368,632	372,856	4,224	1.15%
4029 Sonoma Urgent Care Tax	302,775	302,162	302,795	304,922	2,127	0.70%
Total 4002 Sonoma County Taxes	674,332	666,878	671,427	677,778	6,351	1%
Total 4000 CLSD Special Taxes	1,572,101	1,561,985	1,573,279	1,586,041	12,762	1%
4100 Interest Income	182	1,338	-	150	150	-
4200 Ambulance Income						
4201 Ambulance Transport Billings	2,475,216	534,896	575,576	600,000	24,424	4.24%
4220 Writedowns - Misc	(50,910)	-	-	-	-	-
4225 Writedowns - MediCar/Cal	(1,622,166)	-	-	-	-	-
4228 Writedowns - District Resident Discount	-	(38,478)	(40,000)	(40,000)	-	0.00%
Total 4201 Ambulance Transport Billings	802,139	496,418	535,576	560,150	24,574	4.59%
4400 Miscellaneous Income	4,693	5,299	2,150	3,000	850	39.53%
4410 Intergovernmental Transport (IGT)	84,076	80,000	81,500	101,923	20,423	25.06%
4420 Ground Emerg Med Transport	-	20,000	10,000	20,000	10,000	100.00%
4430 Transfer from reserves	-	-	-	130,000	130,000	-
Unapplied Cash Payment Income	-	-	-	-	-	-
TOTAL INCOME	2,463,191	2,165,040	2,202,505	2,401,114	198,759	9.02%
Expenses						
5000 Wages and Benefits						
5200 Health Insurance	96,583	108,250	96,000	108,000	12,000	12.50%
5300 Payroll Taxes Employer Costs	26,782	31,168	31,057	32,124	1,067	3.44%
5350 PERS Employer Costs	93,444	98,114	117,595	91,069	(26,526)	-22.58%
5405 Administration Salaries	197,229	229,530	188,779	209,579	20,800	11.02%
5405.1 Admin Salaries-Allocate to UC	(15,316)	(21,526)	(22,681)	(22,724)	(43)	0.19%
5410 Ambulance Operations Wages	546,701	568,701	599,482	595,955	(3,527)	-0.59%
5430 Extra Duty/Stipend Pay/DA	32,837	33,068	32,808	15,696	(17,112)	-52.16%
5460 Other Compensation	1,376	3,527	-	5,000	5,000	-
5500 Work Comp Insurance	37,521	39,032	30,950	39,592	8,642	27.92%
Total 5000 Wages and Benefits	1,017,157	1,089,864	1,073,990	1,074,290	300	0.03%
6000 Ambulance Operations						
6030 Medical Director Fee-non AHUC	37,800	37,800	37,800	37,800	-	0.00%
6040 Dispatch Services	30,900	30,900	31,020	23,500	(7,520)	-24.24%
6050 Misc Reimbursements	1,098	-	-	-	-	-
6100 Station/Crew Expenses						
6101 Facility Repair & Maintenance	-	-	-	9,400	9,400	-
6102 Facility Furniture	-	-	-	10,000	10,000	-
6100 Uniforms & Med Tests	4,479	4,700	5,000	5,000	-	0.00%
6110 Supplies, Rental, Cleaning etc	14,312	12,800	21,800	13,000	(8,800)	-40.37%
6210 Vehicle Repair & Maintenance	17,951	15,000	15,000	18,000	3,000	20.00%
6240 Vehicle Fuel	12,022	15,000	15,000	15,000	-	0.00%
6410 Radios & Comm Equip	778	3,750	8,100	4,000	(4,100)	-50.62%
6510 Medical Supplies & Equipment	40,030	30,900	28,900	24,000	(4,900)	-16.96%
6511 Medical Equipment reserve fund	-	-	-	25,000	25,000	-
6980 Misc. Employee Training Expense	3,738	5,700	10,100	6,000	(4,100)	-40.59%
Total 6000 Ambulance Operations	163,108	156,550	172,720	190,700	17,980	10.41%
6700 Overhead/Administration						
6180 Utilities	11,037	12,000	12,000	16,500	4,500	37.50%
6188 Telephone	7,843	5,500	12,000	6,000	(6,000)	-50.00%
6300 Insurance	15,006	12,134	16,350	17,000	650	3.98%
6711 Outside Agency Collections	80	1,400	-	-	-	-
6713 Ambulance Billing	49,372	34,000	33,031	38,753	5,722	17.32%
6718 Office Supp/Equip/Software	4,255	3,500	3,300	3,000	(300)	-5.66%
6718.1 Office Supplies	-	-	-	-	-	-
6718.2 Computer Equipment	-	-	-	3,000	3,000	-
6718.3 Software	-	-	-	1,575	1,575	-

6720 Board Expenses	913	5,000	5,000	2,500	(2,500)	-50.00%
6730 Consultants						
6734 IT	1,420	-	6,750	10,500	3,750	55.56%
6735 EMS Survey	-	-	2,436	3,500	1,064	43.68%
6737 Financial/Bookkeeping	18,475	9,180	14,000	5,000	(9,000)	-64.29%
6738 Legal	9,600	3,000	10,000	10,000	-	0.00%
6740 Audit	8,500	12,000	8,500	8,500	-	0.00%
6741 Tax Administration	12,580	10,118	10,345	10,430	85	0.82%
6742 Bank/Merchant Fees	1,181	1,000	1,000	1,000	-	0.00%
6755 Property Tax Administration	24,156	25,707	27,785	29,000	1,215	4.37%
6760 Education/Professional Dev	-	-	2,500	2,500	-	0.00%
6765 Election Costs/Reserve	-	-	10,000	47,000	37,000	370.00%
6770 Dues, Subscriptions, Membership	6,002	4,500	4,500	10,000	5,500	122.22%
6788 Printing & Reproduction	-	-	2,000	10,000	8,000	400.00%
6795 Travel/Transportation	762	500	1,500	3,000	1,500	100.00%
6970 Community Dev/Training	2,766	2,700	4,500	9,000	4,500	100.00%
Total 6700 Overhead/Administration	173,949	141,239	189,497	249,758	60,261	31.80%
7000 Urgent Care						
7011 Admin Salaries-Alloc to UC	15,316	21,526	22,681	22,724	43	0.19%
7050 UC Contract	624,756	621,739	624,738	754,738	130,000	20.81%
Total 7000 Urgent Care	640,072	643,265	647,419	777,462	130,043	20.09%
8000 Interest Expense	3,138		4,086	3,000	(1,086)	-26.58%
8005 EMS Interest Expense	-	1,338	-	1,500	1,500	
Total 8000 Interest Expense	3,138	1,338	4,086	4,500	414	10.13%
9500 Depreciation Expense	76,453	96,000	80,794	92,119	11,325	14.02%
Unapplied Cash Bill Payment Expense	-	-	-	-	-	
TOTAL EXPENSES	2,073,877	2,128,256	2,168,506	2,388,829	220,323	10.16%
Net Operating Income	389,314	36,784	33,999	12,285	(21,564)	-63.43%
Other Miscellaneous Expense	-	-	-	-	-	
Net Other Income	-	-	-	-	-	
NET INCOME	389,314	36,784	33,999	12,285	(21,564)	-63.43%

		BUDGET FY16	BUDGET FY17	BUDGET FY18
EMS Income		1,525,667	1,564,542	1,628,115
EMS Expense		1,484,991	1,521,087	1,611,367
EMS Net		40,676	43,455	16,748
UC Income		636,697	637,963	642,849
UC Expense		643,265	647,419	777,462
Reserves				130,000
UC Net		(6,568)	(9,456)	(4,613)

REVISED 06/22/17 (DC)

**COAST LIFE SUPPORT DISTRICT
RESOLUTION No. 248**

ADOPTION OF AMBULANCE RATES FOR FISCAL YEAR 2018

WHEREAS, the Coast Life Support District last adjusted the rates at which Ambulance Services are billed in June of 2016, and

WHEREAS, with the passage of AB 2091 Berg, as of January 1, 2007, the District may charge Residents and Taxpayers of the District a Fee for Service Rate less than that of Non-Residents and Non-Taxpayers, and

WHEREAS, the District recognizes the disparity between what a Resident/Taxpayer actually pays for services versus what a Non-Resident/Non-Taxpayer pays, by their parcel tax contribution, and

WHEREAS, as Resident/Taxpayer is defined as either having a mailing address within the District or owning property within the District or both,

BE IT THEREFORE RESOLVED that the rate schedule adopted, effective July 1, 2017 and in effect until changed by resolution, be as follows:

<i>Service</i>	<i>BLS</i>	<i>ALS I</i>	<i>ALS II</i>
Non-Emergency	\$1,381	\$2,726	
Emergency	\$1,887	\$3,258	\$3,814
Night	\$130	\$415	\$415
Mileage	\$36	\$36	\$36
Oxygen	\$162	\$162	\$162
EKG		\$227	\$227
Treat & Release	\$250	\$500	
Late Payment Fee	\$25	\$25	\$25

AND BE IT FURTHER RESOLVED, that Resident/Taxpayers will receive a fifty percent reduction of the balance owed after third-party payments, if any, and if that reduced balance is paid in full within sixty days.

AND BE IT FURTHER RESOLVED, that for transport of a Resident/Taxpayer which does not leave the District, the balance owed after third party payments will not exceed fifty percent of the sum of the applicable Treat & Release fee plus mileage charge.

AND BE IT FURTHER RESOLVED, that these charges be reviewed annually and changes included in the Budget for the following year.

The above RESOLUTION was introduced by Director _____, who moved for its adoption, seconded by Director _____, and passed on this 26th day of June, 2017,

WHEREUPON, the President declared the foregoing RESOLUTION adopted and SO ORDERED.

Naomi Schwartz, Secretary

**COAST LIFE SUPPORT DISTRICT
RESOLUTION No. 249**

ADOPTION OF TAX RATES FOR FISCAL YEAR 2018

WHEREAS, in March 2012 the voters of the Coast Life Support District authorized the District Board of Directors to levy a Special Tax of up to \$44 per benefit unit to support Emergency Medical Services, and

WHEREAS, in April 2014, the voters of the District approved a Special Tax assessment of up to \$74 for a developable parcel, and \$148 for a developed parcel, to support Urgent Care, and

WHEREAS, the District's budget for Fiscal Year 2016 requires a Special Tax rate of \$44 per unit of benefit for Emergency Medical Services and \$57.50/\$115.00 Special Tax for developable/developed parcels to support Urgent Care,

BE IT RESOLVED, THEREFORE that the Special Tax rate of \$44 per unit of benefit for Emergency Medical Services, plus \$57.50/\$115.00 per developable/developed parcel for Urgent Care, be assessed accordingly to parcels in the District,

BE IT FURTHER RESOLVED that the Coast Life Support District renews its agreements with the appropriate offices of Mendocino and Sonoma Counties for collections of the assessments through the property tax rolls.

The above RESOLUTION was introduced by Director Schwartz, who moved for its adoption, seconded by Director Beaty and passed on this _____ day of Month/Year by the following roll call vote:

Directors:	Hughes	Aye	No	Abstain
	Beaty	Aye	No	Abstain
	Bower	Aye	No	Abstain
	Schwartz	Aye	No	Abstain
	Tittle	Aye	No	Abstain
	Perry	Aye	No	Abstain
	André	Aye	No	Abstain

Ayes: Noes: Abstain: Absent:

WHEREUPON, the President declared the foregoing RESOLUTION adopted and SO ORDERED.

Naomi Schwartz, Secretary

COUNTY ADMINISTRATION CENTER
575 ADMINISTRATION DRIVE,
ROOM 105A
SANTA ROSA, CALIFORNIA 95403

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DEPUTIES

JEFFREY L. BERRY	VERNE HALL
PHYLLIS C. GALLAGHER	IAN TRUEBLOOD
LINDA D. SCHILTGEN	ELIZABETH COLEMAN WITH
ELIZABETH S. HUTTON	LAUREN WALKER
JENNIFER G. KLEIN	PETRA BRUGGESSER
MARGARET A. SINGLETON	ALESIA DE LA CRUZ
CORY W. O'DONNELL	LESLIE THOMSON
TAMBRA CURTIS	LESLIE A. PARK
LISA A. PHEATT	CHRISTA L. SHAW
JOSHUA A. MYERS	MICHAEL KING
HOLLY RICKETT	KARA AMBLSON
	DANA GOBERT

Board of Supervisors
County of Sonoma
575 Administration Drive, Room 100-A
Santa Rosa, CA 95403

Board of Directors
Coast Life Support District
PO Box 1056
Gualala, CA 95445

RE: Disclosure Letter and Advance Waiver of Potential Conflicts

Dear Board members:

We are writing to make you aware of the duties and responsibilities that attach to County Counsel in our role as legal advisor to and representative of the County, the other separate legal entities that are governed by the Board of Supervisors, such as the Sonoma County Water Agency, the Sonoma County Agricultural Preservation and Open Space District, the Community Development Commission ("Related Public Entities"), and how those duties and responsibilities may be affected by our representation of those Related Public Entities and other public entity clients ("Independent Districts").

In addition to advising and representing the County and its officers, County Counsel is required by law (Government Code section 27645) to represent and advise special districts organized within the County where the governing board requests County Counsel to so act, and the governing board of the district is composed in whole or in part by members of the Board of Supervisors. In addition, by Government Code section 26520, County Counsel is authorized to render legal services to other local public entities (Independent Districts) upon request. From time to time, the interests of the County or other Related Public Entities may potentially or actually conflict with each other or with the interests of Independent Districts represented by County Counsel.

The California Rules of Professional Conduct (CRPC) require that we inform you of and obtain your written consent to our participation as counsel in transactions which present any potential for conflict of interest. To comply with these requirements, and to fulfill our ethical obligations to you, as the governing body of the County and the Related Public Entities, we hereby disclose to you the following.

We wish to make you aware of the various provisions in the CRPC and state law that govern our relationship with clients that have potential or actual conflicts.

CRPC 3-310(B) prohibits an attorney from "accept[ing] or continu[ing] representation of a client without providing written disclosure to the client where the member has or had a legal, business, financial, professional, or personal relationship with a party or witness in the same matter . . ." This would include our relationship with our existing clients.

CRPC 3-310(C) prohibits an attorney "without informed written consent of each client [from] accept[ing] representation of more than one client in a matter in which the interests of [such] clients would actually conflict . . ."

CRPC 3-310(E) prohibits an attorney "without the informed written consent of the client or former client, [from] accept[ing] employment adverse to the client or former client where, by reason of the representation . . . the [attorney] has obtained confidential information material to the employment."

Evidence Code section 962 provides that where two or more clients have retained an attorney upon a matter of common interest, information disclosed to the attorney in the course of representation on the matter will not be considered confidential from the other client in any civil proceeding that may develop between the clients as adversaries.

Examples of conflicts that may develop include

- If our representation pertains to the defense or prosecution of a lawsuit in which the County and another client are parties, it may subsequently develop that one client has rights against the other, or defenses that disadvantage the other client. We could not continue representing both parties should this occur, and may possibly be disqualified from representing either party.
- If our representation pertains to the negotiation of an agreement, it may develop that one or more terms of the agreement remain unresolved, are in dispute, or require further negotiations. A conflict could also develop, if an agreement is reached, over the meaning of one of the terms or the performance responsibilities of one of the parties.
- If our representation pertains to a negotiation of two clients with a third party, consummation of the transaction may require compromises that may benefit one client more than the other.
- One client may wish to prevent the attorney from sharing confidential information with the other client, or may issue instructions that are impossible to carry out without disadvantaging another client. Counsel may not be able to forcefully advance the County or Related Public Entities' position because to do so might disadvantage another client.

Although County Counsel will do its best to honor its duty of loyalty to each client and to respect client information as confidential, the following circumstances could arise:

- If our representation on a matter is deemed a joint representation by a court, information disclosed during the course of the representation would be available to the other party in any civil action between the two clients. We believe it is likely that our representation of two Related Public Entities would be considered a joint representation; however, the likelihood that a lawsuit would be filed between two such entities is extremely remote. Information would remain confidential from third parties even if there is no confidentiality between the two clients.
- Our Legal Services Agreement with independent districts provides that in the event of a dispute between the independent district and the County, County Counsel will continue as representative of the County and withdraw from representing the independent district. Further, the Agreement requires that the independent district waive its right to disqualify counsel in such event. It is possible, however, that a court may nevertheless agree that County Counsel should be disqualified in the interest of justice. The County or Related Public Entity would then need to engage separate counsel, which could result in additional cost.

We have done our best, in our agreements with outside agencies, to protect the interests of the County, Related Public Entities and Independent Districts. However, by executing this advance waiver, you are agreeing to waive our duty of loyalty, i.e., to remain conflict-free in our representation of the County and Related Public Entities. You are agreeing that you understand the various adverse consequences, as described above, which could occur because of the conflicts that could arise between our clients. We are happy to meet with you to discuss any questions you might have concerning the contents of this letter. We strongly believe that, in a transaction between the County and another client, despite divided loyalty, we can nevertheless be of great assistance to both clients in reaching a resolution that serves both their interests and the public good.

If you have questions that you are uncomfortable addressing with County Counsel, you may consult with an independent attorney before agreeing to execute this advance waiver.

Your signature below will acknowledge that the above information has been disclosed to you; that you have been advised of your right to seek the advice of independent counsel; that you have had a reasonable opportunity to consider this waiver, to ask questions, and to seek any advice you deemed necessary; and that you have decided to engage County Counsel notwithstanding any potential conflict or actual conflict, present or future, of the nature discussed in this disclosure letter.

Very truly yours,


County Counsel

AGREED AND ACCEPTED:

Sheryl Bratton, County Administrator

Date

David Caley, District Administrator

Date

**Coast Life Support District
Year to Date Report**

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	OTHER WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JUNE '16	\$ 196,073.40	\$ 121,644.68	\$ 45,210.77	\$ 5,589.80	\$ 23,628.15	\$ 74,812.87	\$ -	\$ 74,812.87	\$ -	\$ -	\$ 32.78	\$ 581,916.56
JULY '16	\$ 214,203.40	\$ 100,241.73	\$ 40,757.42	\$ 15,306.83	\$ 59,897.42	\$ 38,546.83	\$ -	\$ 38,546.83	\$ -	\$ 1,340.00	\$ -	\$ 601,927.15
AUGUST '16	\$ 210,141.00	\$ 100,470.04	\$ 42,856.02	\$ 2,020.79	\$ 64,794.15	\$ 62,639.13	\$ -	\$ 62,639.13	\$ 109,593.70	\$ 118.87	\$ -	\$ 494,369.60
SEPTEMBER '16	\$ 196,638.88	\$ 107,297.19	\$ 49,069.31	\$ 11,544.16	\$ 28,728.22	\$ 51,800.66	\$ -	\$ 51,800.66	\$ -	\$ 488.00	\$ 96.59	\$ 470,905.75
OCTOBER '16	\$ 196,349.32	\$ 102,512.05	\$ 24,756.38	\$ (47.90)	\$ 69,128.59	\$ 78,359.30	\$ -	\$ 78,359.30	\$ -	\$ -	\$ -	\$ 461,675.04
NOVEMBER '16	\$ 232,993.80	\$ 90,082.43	\$ 32,507.29	\$ 638.60	\$ 109,765.48	\$ 65,480.62	\$ -	\$ 65,480.62	\$ -	\$ 0.01	\$ -	\$ 505,959.89
DECEMBER '16	\$ 191,565.00	\$ 85,425.39	\$ 35,904.12	\$ 76.96	\$ 70,158.53	\$ 44,376.73	\$ 917.38	\$ 43,459.35	\$ 29,016.67	\$ 3,902.68	\$ -	\$ 499,739.72
JANUARY '17	\$ 295,900.10	\$ 135,364.56	\$ 31,435.52	\$ 10,840.81	\$ 118,259.21	\$ 76,233.22	\$ -	\$ 76,233.22	\$ -	\$ -	\$ -	\$ 541,765.71
FEBRUARY '17	\$ 181,704.60	\$ 66,854.12	\$ 54,733.20	\$ 13,899.32	\$ 46,217.96	\$ 48,692.55	\$ 8,002.56	\$ 40,689.99	\$ -	\$ -	\$ -	\$ 547,293.68
MARCH '17	\$ 231,975.80	\$ 130,377.38	\$ 48,901.17	\$ 1,832.80	\$ 50,864.45	\$ 58,969.91	\$ 2,000.00	\$ 56,969.91	\$ (727.00)	\$ 8,318.00	\$ -	\$ 533,597.22
APRIL '17	\$ 197,864.60	\$ 98,026.99	\$ 52,661.70	\$ 5,416.60	\$ 41,759.31	\$ 51,483.74	\$ -	\$ 51,483.74	\$ -	\$ 3,399.01	\$ -	\$ 520,473.78
MAY '17	\$ 142,371.40	\$ 79,566.61	\$ 38,383.20	\$ 1,337.00	\$ 23,084.59	\$ 65,743.42	\$ 230.48	\$ 65,512.94	\$ 32,757.37	\$ (0.01)	\$ 1,075.63	\$ 446,363.70
YEAR TO DATE TOTALS	\$ 2,487,781.30	\$ 1,217,863.17	\$ 497,176.30	\$ 66,455.77	\$ 706,286.06	\$ 717,138.98	\$ 11,150.42	\$ 705,988.56	\$ 170,640.74	\$ 17,566.56	\$ 1,205.00	
YTD PERCENTAGE OF REVENUE		48.95%	19.98%	2.67%	28.39%	28.83%	1.55%	28.38%	6.86%	0.71%	0.10%	
YTD PERCENTAGE OF NET REVENUE								99.96%				
Average Charges per month	\$ 207,315.11											
Average Payments per month	\$ 59,761.58											

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Coast Life Support District
 Profit & Loss Budget vs. Actual
 July 2016 through May 2017

	Jul '16 - May...	Budget	\$ Over Bu...	% of Budget
Ordinary Income/Expense				
Income				
4000 - CLSD Special Taxes	1,464,287.61	1,442,174.00	22,113.61	101.5%
4100 - Interest Income	79.67			
4200 - Ambulance Income	830,990.22	490,944.00	140,046.22	128.5%
4400 - Miscellaneous Income	12,371.96	1,971.00	10,400.96	627.7%
4410 - Intergovernmentl Transpor...	0.00	74,709.00	-74,709.00	0.0%
4420 - Ground Emerg Med Tra...	-4,639.70	9,167.00	-13,806.70	-50.6%
Total Income	2,103,089.76	2,018,965.00	84,124.76	104.2%
Gross Profit	2,103,089.76	2,018,965.00	84,124.76	104.2%
Expense				
5000 - Wages and Benefits	960,465.72	979,334.00	-18,868.28	98.1%
6000 - Ambulance Operations	123,030.50	160,911.00	-37,880.50	76.5%
6700 - Overhead/Administration	164,385.12	173,855.00	-9,469.88	94.6%
7000 - Urgent Care	591,280.00	593,466.00	-2,186.00	99.6%
8000 - Interest Expense	3,709.95	3,745.00	-35.05	99.1%
9500 - Depreciation Expense	74,287.20	74,061.00	226.20	100.3%
Total Expense	1,917,158.49	1,985,372.00	-68,213.51	96.6%
Net Ordinary Income	185,931.27	33,593.00	152,338.27	553.5%
Other Income/Expense				
Other Expense				
Other Miscellaneous Expense	188.70			
Total Other Expense	188.70			
Net Other Income	-188.70	0.00	-188.70	100.0%
Net Income	185,742.57	33,593.00	152,149.57	552.9%

1. Higher Vol/Gross than expected
2. Donations, CPR, Amer. Cap. Reimb. of Collections
3. Combo of special taxes, ambulance revenue, controled expenses.

5:09 PM
06/22/17
Accrual Basis

Coast Life Support District
Profit & Loss Budget vs. Actual
July 2016 through May 2017

	Jul '16 - May ...	Budget	\$ Over Bud...	% of Bud...
Ordinary Income/Expense				
Income				
4000 · CLSD Special Taxes				
4001 · Mendocino County Taxes				
4004 · Mendocino Ambulance Tax	458,163.20	434,511.00	23,652.20	105.4%
4009 · Mendocino Urgent Care Tax	336,914.37	307,238.00	29,676.37	109.7%
4010 · Mendocino Special Tax	81,511.07	84,950.00	-3,438.93	96.0%
4001 · Mendocino County Taxes - O...	0.00	0.00	0.00	0.0%
Total 4001 · Mendocino County Taxes	876,588.64	826,699.00	49,889.64	106.0%
4002 · Sonoma County Taxes				
4024 · Sonoma Ambulance Tax	323,183.27	337,913.00	-14,729.73	95.6%
4029 · Sonoma Urgent Care Tax	264,515.70	277,562.00	-13,046.30	95.3%
Total 4002 · Sonoma County Taxes	587,698.97	615,475.00	-27,776.03	95.5%
Total 4000 · CLSD Special Taxes	1,464,287.61	1,442,174.00	22,113.61	101.5%
4100 · Interest Income	79.67			
4200 · Ambulance Income				
4201 · Amb Transport Billings				
4220 · Writedowns - Misc.				
4220 · Writedowns - Misc. - Other	-88,112.07	-36,667.00	-51,445.07	240.3%
Total 4220 · Writedowns - Misc.	-88,112.07	-36,667.00	-51,445.07	240.3%
4225 · Writedowns - MediCare/Cal	-1,430,234.21			
4201 · Amb Transport Billings - Other	2,149,336.50	527,611.00	1,621,725.50	407.4%
Total 4201 · Amb Transport Billings	630,990.22	490,944.00	140,046.22	128.5%
Total 4200 · Ambulance Income	630,990.22	490,944.00	140,046.22	128.5%
4400 · Miscellaneous Income				
4400 · Miscellaneous Income - Other	12,371.96	1,971.00	10,400.96	627.7%
Total 4400 · Miscellaneous Income	12,371.96	1,971.00	10,400.96	627.7%
4410 · Intergovernmntl Transport(IGT)	0.00	74,709.00	-74,709.00	0.0%
4420 · Ground Emerg Med Transport	-4,639.70	9,167.00	-13,806.70	-50.6%
Total Income	2,103,089.76	2,018,965.00	84,124.76	104.2%
Gross Profit	2,103,089.76	2,018,965.00	84,124.76	104.2%
Expense				
5000 · Wages and Benefits				
5200 · Health Insurance	103,014.76	88,000.00	15,014.76	117.1%
5300 · Payroll Taxes Emplr Costs	29,391.44	28,469.00	922.44	103.2%
5350 · PERS Employer Costs	88,925.57	107,795.00	-18,869.43	82.5%
5405 · Administration Salaries				
5405.1 · Admin Salaries-Alloc/UC	-18,587.00	-20,790.00	2,203.00	89.4%
5405 · Administration Salaries - Oth...	183,589.66	173,047.00	10,542.66	106.1%
Total 5405 · Administration Salaries	165,002.66	152,257.00	12,745.66	108.4%
5410 · Ambulance Operations Wages	504,190.67	549,526.00	-45,335.33	91.8%
5430 · Extra Duty/Stipend Pay/DA	30,074.00	30,074.00	0.00	100.0%
5500 · Work Comp Insurance	39,866.62	23,213.00	16,653.62	171.7%
Total 5000 · Wages and Benefits	960,465.72	979,334.00	-18,868.28	98.1%

5:09 PM
06/22/17
Accrual Basis

Coast Life Support District
Profit & Loss Budget vs. Actual
July 2016 through May 2017

	Jul '16 - May ...	Budget	\$ Over Bud...	% of Bud...
6000 - Ambulance Operations				
6030 - Med. Director Fee-non AHUC	34,850.00	34,850.00	0.00	100.0%
6040 - Dispatch Services	10,246.00	31,020.00	-20,774.00	33.0%
6100 - Station/Crew Expenses				
5100 - Uniforms & Med Tests				
5100 - Uniforms & Med Tests - Ot...	5,890.42	4,583.00	1,307.42	128.5%
Total 5100 - Uniforms & Med Tests	5,890.42	4,583.00	1,307.42	128.5%
6101 - Facility Repair & Maintenance	1,823.35			
6102 - Facility Furniture	184.65			
6110 - Supps, Rental, Clean. etc	12,733.48	19,983.00	-7,249.52	63.7%
6210 - Veh. Repair & Maintenance	15,710.32	13,750.00	1,960.32	114.3%
6240 - Vehicle Fuel	9,182.29	13,750.00	-4,567.71	66.8%
6410 - Radios & Comm Equip				
6410 - Radios & Comm Equip - O...	2,551.49	7,425.00	-4,873.51	34.4%
Total 6410 - Radios & Comm Equip	2,551.49	7,425.00	-4,873.51	34.4%
6510 - Medical Supplies & Equip	27,696.03	26,492.00	1,204.03	104.5%
Total 6100 - Station/Crew Expenses	75,772.03	85,983.00	-10,210.97	88.1%
6980 - Misc. Employee Train. Exps	2,362.47	9,258.00	-6,895.53	25.6%
Total 6000 - Ambulance Operations	123,030.50	160,811.00	-37,880.50	76.6%
6700 - Overhead/Administration				
6180 - Utilities	11,339.05	11,000.00	339.05	103.1%
6188 - Telephone	5,954.71	11,000.00	-5,045.29	54.1%
6300 - Insurance	16,259.00	16,350.00	-91.00	99.4%
6713 - Ambulance Billing	39,047.05	30,279.00	8,768.05	129.0%
6718 - Office Supp/Equip/Software				
6718.1 - Office Supplies	1,469.16			
6718.3 - Software	804.94			
6718 - Office Supp/Equip/Software -...	2,869.57	4,858.00	-1,988.43	59.1%
Total 6718 - Office Supp/Equip/Softwa...	4,943.67	4,858.00	85.67	101.8%
6720 - Board Expenses	552.70	4,583.00	-4,030.30	12.1%
6730 - Consultants				
6734 - IT	5,715.80	6,188.00	-472.20	92.4%
6735 - EMS Survey	436.00	2,625.00	-2,189.00	16.6%
6737 - Financial/Bookkeeping	14,097.25	12,833.00	1,264.25	109.9%
6738 - Legal	19,101.25	9,167.00	9,934.25	208.4%
6740 - Audit	0.00	8,500.00	-8,500.00	0.0%
6741 - Tax Administration	10,301.51	10,345.00	-43.49	99.6%
Total 6730 - Consultants	49,651.81	49,658.00	-6.19	100.0%
6742 - Bank/Merchant Fees	2,457.65	917.00	1,540.65	268.0%
6755 - Property Tax Admin	14,092.78	26,085.00	-11,992.22	54.0%
6760 - Education/Professional Dev	11.50	2,292.00	-2,280.50	0.5%
6765 - Election Costs/Reserve	0.00	5,000.00	-5,000.00	0.0%
6770 - Dues, Subscrip, Membership	8,992.49	4,500.00	4,492.49	199.8%
6788 - Printing & Reproduction	566.83	1,833.00	-1,266.17	30.9%
6795 - Travel/Transportation	1,838.57	1,375.00	463.57	133.7%
6970 - Community Dev/Training	8,677.31	4,125.00	4,552.31	210.4%
Total 6700 - Overhead/Administration	164,385.12	173,855.00	-9,469.88	94.6%

Coast Life Support District
 Profit & Loss Budget vs. Actual
 July 2016 through May 2017

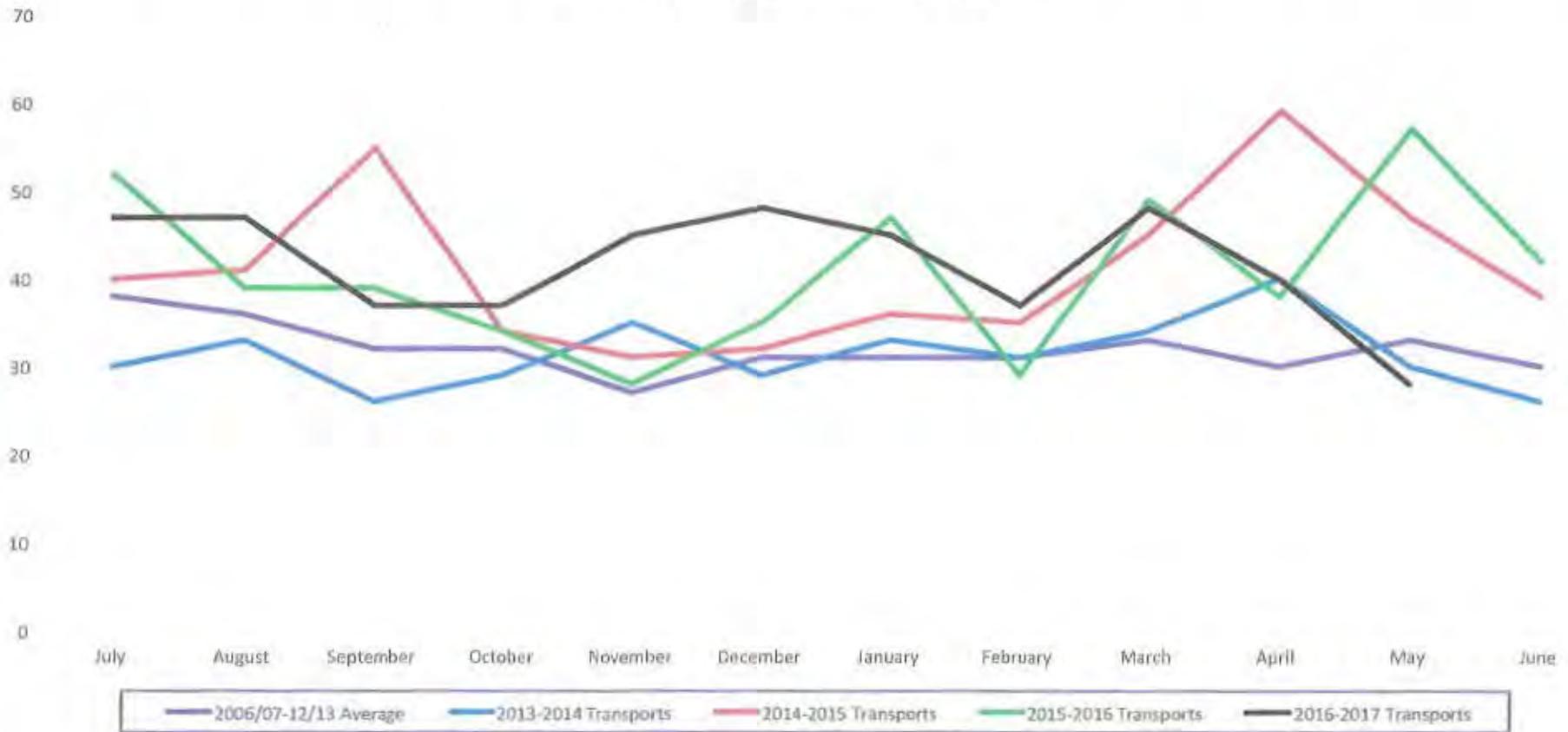
	Jul '16 - May ...	Budget	\$ Over Bud...	% of Bud...
7000 - Urgent Care				
7011 - Admin Salaries-Alloc to UC	18,587.00	20,790.00	-2,203.00	89.4%
7050 - UC Contract	572,693.00	572,676.00	17.00	100.0%
Total 7000 - Urgent Care	591,280.00	593,466.00	-2,186.00	99.6%
8000 - Interest Expense				
8000 - Interest Expense - Other	3,709.95	3,745.00	-35.05	99.1%
Total 8000 - Interest Expense	3,709.95	3,745.00	-35.05	99.1%
9500 - Depreciation Expense	74,287.20	74,061.00	226.20	100.3%
Total Expense	1,917,158.49	1,985,372.00	-68,213.51	96.6%
Net Ordinary Income	185,931.27	33,593.00	152,338.27	553.5%
Other Income/Expense				
Other Expense				
Other Miscellaneous Expense	188.70			
Total Other Expense	188.70			
Net Other Income	-188.70	0.00	-188.70	100.0%
Net Income	185,742.57	33,593.00	152,149.57	552.9%

1. Gross Billing
2. Donations, CPR, Amer. Cap. Reimb. for Collections
3. HSA Catch-up
4. Annual Payment
5. New Hires
6. Unplanned Repair
7. Commission based on revenue
8. Consultation
9. LOC Fees
10. LAFCO, CSDA ANNUAL
11. DA Business
12. CPR Over-Haul

CLSD AMBULANCE RUN DATA (Month/Cumulative)

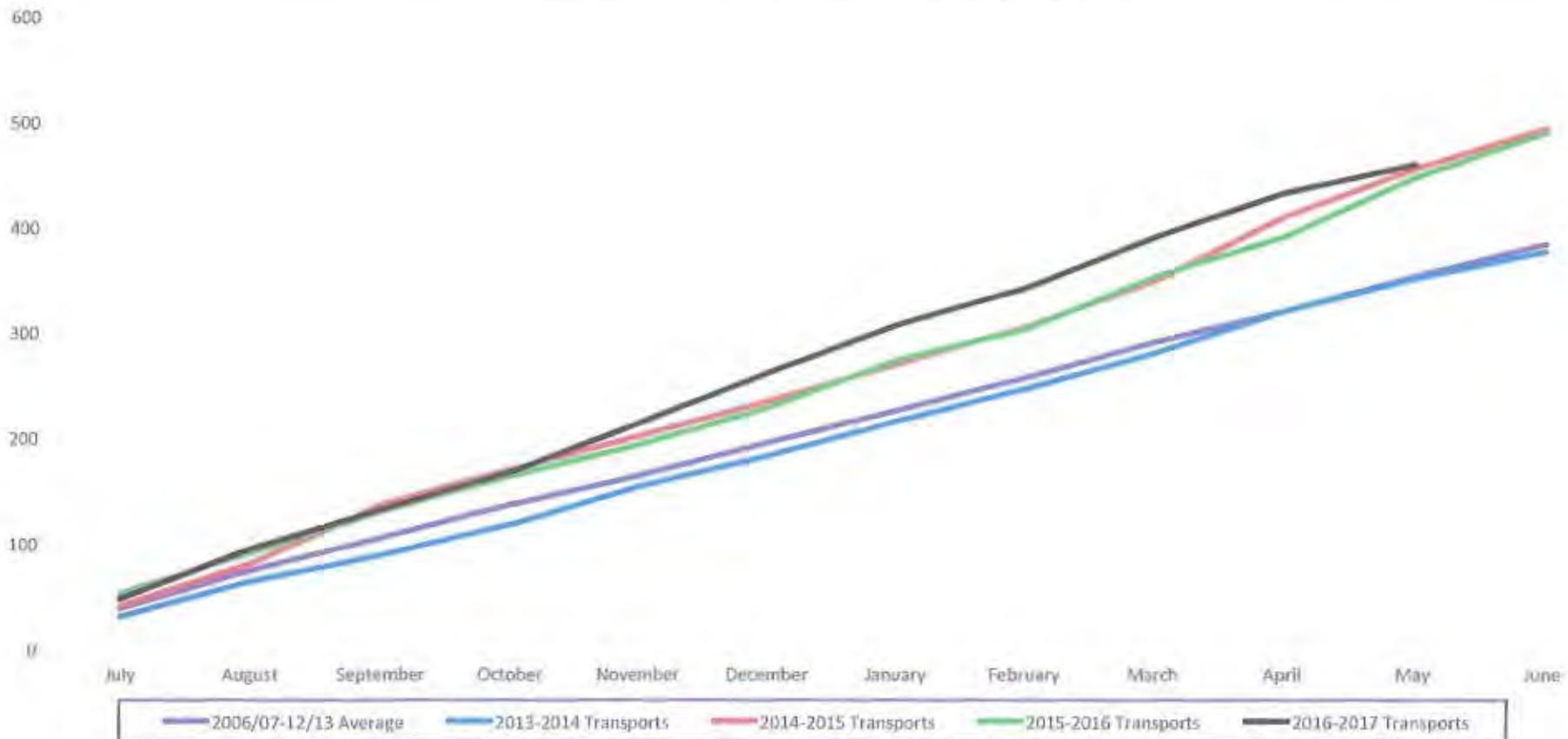
Monthly Transports	July	August	September	October	November	December	January	February	March	April	May	June
2006/07-12/13 Average	38	36	32	32	27	31	31	31	33	30	33	30
2013-2014 Transports	30	33	26	29	35	29	33	31	34	40	30	26
2014-2015 Transports	40	41	55	34	31	32	36	35	45	59	47	38
2015-2016 Transports	52	39	39	34	28	35	47	29	49	38	57	42
2016-2017 Transports	47	47	37	37	45	48	45	37	48	40	28	

Monthly Transport Volume by Fiscal Years



Cumulative Transports	July	August	September	October	November	December	January	February	March	April	May	June
2006/07-12/13 Average	38	73	105	137	164	195	226	257	290	320	353	383
2013-2014 Transports	30	63	89	118	153	182	215	246	280	320	350	376
2014-2015 Transports	40	81	136	170	201	233	269	304	349	408	455	493
2015-2016 Transports	52	91	130	164	192	227	274	303	352	390	447	489
2016-2017 Transports	47	94	131	168	213	261	306	343	391	431	459	

Cumulative Transport Volume by Fiscal Years



CLSD RUN DATA for the PRECEDING 12 MONTHS

MONTH	A/O		PCR		ALS		ALS>BLS		BLS		BLS>ALS		TOTAL		LANDING		DRY RUN		T&R		TO RCMS				FROM RCMS											
	AUTHORIZED		PATIENT		ADVANCED				BASIC				TRANSPORTS				CANCELLED				ALS		BLS		ALS		BLS									
MOST CURRENT ON TOP	ORDER	CARE	CARE	LIFE	LIFE	SUPPORT			LIFE	LIFE	SUPPORT																									
	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago	Current	Year Ago
17-May	67	101	42	77	20	32	2	10	5	25	0	0	28	57	7	5	21	24	21	10	0	3	0	0	5	3	1	4								
17-Apr	84	91	58	80	27	34	2	4	13	14	1	4	40	48	4	8	23	23	18	12	2	1	0	0	10	6	6	6								
17-Mar	91	91	60	70	34	31	4	6	14	18	4	0	48	49	8	5	23	20	12	13	1	2	0	1	6	7	6	7								
17-Feb	72	59	53	47	28	18	3	8	9	11	1	0	37	29	3	4	13	12	16	10	4	1	0	0	4	2	3	0								
17-Jan	87	83	60	68	34	34	2	4	11	12	1	1	45	46	7	6	25	15	15	16	5	5	0	0	7	4	4	5								
16-Dec	95	67	92	57	32	29	6	3	18	6	3	2	48	35	7	5	25	10	10	14	4	2	1	1	3	4	4	0								
16-Nov	89	66	58	42	33	19	2	2	12	9	1	0	45	28	5	4	27	24	15	12	5	4	1	2	5	2	6	2								
16-Oct	83	72	57	50	24	28	4	2	13	6	1	1	37	34	6	7	22	22	20	16	3	4	0	0	2	5	5	2								
16-Sep	74	82	56	50	25	30	1	2	12	9	0	0	37	39	4	5	15	20	19	8	1	4	0	0	8	7	8	2								
16-Aug	90	78	61	61	35	31	3		12	10	2		47	41	8	10	23	14	10	16	6	5	1	3	6	8	5	2								
16-Jul	106	96	71	82	30	36	7	7	17	10	1	1	47	52	9	10	31	14	17	16	5	1	1	2	6	7	6	2								
16-Jun	90	80	63	57	26	32	6		16	6	2		42	38	8		18	23	23	12	1	3			3	8	4									
	1028	966	731	721	348	354	42	48	152	142	17	9	501	496	76	69	266	221	196	155	37	35	4	9	65	63	58	32								
	A/O		PCR		ALS		ALS>BLS		BLS		BLS>ALS		TOTAL		L2		DRY RUN		T&R		TO RCMS				FROM RCMS											

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA