

COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445

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AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS

38901 Ocean Drive, Gualala, CA 95445 – Bill Platt Training Room

>>> 4 PM, Feb 25th, 2019 <<<

1. Call to Order Beaty
2. Adoption of the agenda Beaty
3. Minutes Approval: Board of Directors meeting Jan 28th, 2018 Beaty
4. Privilege of the floor Beaty
5. New Business Caley
  - a. Centers for MediCare/MediCaid Services (CMS):
    - i. ET3: Emergency Triage, Treat and Transport
  - b. Health and Safety Code § 1797.201 – Sonoma County Ambulance Ordinance Model
  - c. For consideration – Board Community Service
    - i. Coastal Seniors Spaghetti Dinner (last Friday/mo: April, July, or August?)
6. Old Business
  - a. None
7. Reports:
  - a. Finance: YTD Paterson
    - i. Wittman ambulance revenue – YTD
    - ii. Expenses
  - b. Communication Committee Bower/André
    - i. Employee Engagement Survey
  - c. MHA: Update Tittle
    - i. Note: A written summation of the MHA progress-to-date for the last quarter was discussed but not attached to the packet. Please find attached to this agenda packet.
8. DA / Ops report Caley
  - a. Ambulance run data
  - b. DA / Ops Summary Report – read in advance and will have Q & A
  - c. Ground Emergency Medical Transport – Quality Assurance Fee update
  - d. Intergovernmental Transfer Agreement – update
  - e. Sonoma County Paramedic Association Survivor Reunion
9. **NEXT MEETINGS:** Scheduled Board of Director meetings are held routinely on the 4<sup>th</sup> Monday of the month at 4:00 PM at the CLSD Bill Platt Training Center unless otherwise noted. Upcoming meetings are:  
  
March 25<sup>th</sup>, 2019 4 PM  
April 22<sup>nd</sup>, 2019 4 PM  
May 20<sup>th</sup>: 2019 Determined at the Jan 28<sup>th</sup> meeting to advance one week due to the Memorial Day Holiday
10. Closed Session Beaty
  - a. Public Employee Performance Evaluation – District Administrator (§ 54957)
11. Return from Closed Session
12. Adjourn



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
Jan 28th, 2019 Meeting

**Call to Order:** Director Beaty called the meeting to order at 4:00 p.m. at the Bill Platt Training Room.  
**Present:** Directors: Bower, Schwartz, André, Tittle and Paterson. Approved absence Director Villagomez. Also, present: District Administrator David Caley and Ops Manager Evan Dilks.

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

**Approval of Minutes: Board of Directors meeting minutes Dec 10th, 2018:** Director Schwartz moved to approve the minutes as written and was seconded by Director Tittle. All ayes.

**Privilege of the Floor – Public Comment:** None

**New Business:**

- a. The recently hired bookkeeper in Dec accepted another position elsewhere and would be leaving CLSD. In the interim, we will continue to use the former bookkeeper via a telecommuting arrangement.

**Old Business:**

- a. **Resolution 258 – ACTION:** Adopt the Prop 4 Appropriation Limit for FY19. Introduced during the Dec 10<sup>th</sup> meeting, the BOD voted to accept the Prop 4 Appropriation Limit for FY19 calculated by the Sonoma County Treasurer. By roll call, all Directors voted aye. Director Villagomez was absent.
- b. **Board Goals:** Director Beaty confirmed with the Directors that quarterly review of the Board goals was appropriate to keep up their momentum as well as remain informed of their progress. The Goals will be reformatted into an Excel spreadsheet and circulated by the end of Feb. At the March meeting, Directors or staff will be identified as the lead person for each goal with anticipated dates achieving milestones along the way or upon completion.

**Reports:**

a. **Finance: YTD**

i. **Wittman ambulance revenue – Year-to-Date:**

- Nov 18: 58 billable incidents; gross charges \$208,046; net receipts received \$48,605; A/R \$425,215.
- Dec 18: 68 billable incidents; gross charges \$223,719; net receipts received \$48,587; A/R \$474,478.
- With the recent changes in the Bookkeeping position, we are behind working the Aging Detail resulting in an higher than desired A/R Balance. We expect to catch up within the upcoming quarter.

ii. **P&L Actuals vs Budget: YTD FY19 Report:** Expenses continue to be within budget.

- b. **Communications Committee:** An updated version of the Employee Engagement Survey is in progress. Targeting to implement with staff in the latter half of February. The Ballot Measure Analysis workgroup is working to review parcel tax structures. Recommendations will eventually be brought to the Board based on what is learned during the analytical process – expected to take several months.

c. **Mendonoma Heath Alliance:**

Director Tittle, chair of the MHA Governing Board, provided a quarterly MHA update. The summary document was not available prior to the meeting but will be added to next month's agenda packet.

**DA report:**

a. **Ambulance run data – Reviewed**

Nov 2018: 58 billable incidents; 327 cumulative. There were 39 Transports; 231 cumulative.  
Dec 2018: 68 billable incidents; 395 cumulative. There were 44 Transports; 275 cumulative.  
Annual projection based on six months: 790 billable incidents with 550 transports.

- b. **DA Summary Report – read in advance and Q & A during meeting.**
- c. **CLSD Quality Assurance/Quality Improvement Process:** Over the last 12 months, we have been building / evaluating / refining a very robust QA / QI process collaborating with our Chief Medical Director. Patient Care Reports documenting field work receive critical review for data collection and analysis; peer review; pre-billing accuracy; supervisory review; Operations Manager review/approval; Medical Director's review; identify opportunities for training, etc. An algorithm showing the entire continuum involved for each patient contact was shared with the Board. The algorithm also includes month-end reports for financial/billing reconciliation. Discussion centered around the complexity of the entire process and the Board requested such documents be added to the Directors Resource Manual.
- d. **Director's Resource Manual:** through discussion of C above, it was also determined it was time to update the Board bios, contact info, and begin earnest work on a list of acronyms for inclusion.

**Next Board of Directors Meeting:** the 4<sup>th</sup> Monday of the month at 4 PM

- Monday, February 25<sup>th</sup> – 4 PM
- Monday, March 25, - 4 PM
- Monday, April 22<sup>nd</sup> – 4 PM
- Monday, May 27<sup>th</sup> is Memorial Day. It was discussed and voted on to move up the meeting to the third Monday on May 20<sup>th</sup> at 4 PM.

**Adjournment:** at 5:28. Director André motioned to adjourn and seconded by Director Tittle, all ayes. .

Minutes Approved:

\_\_\_\_\_(Date)\_\_\_\_\_



Feb 14, 2019: Today HHS and CMMI (Center for Medicare and Medicaid Innovation (Innovation Center)) announced a new payment model for emergency ambulance services that will allow Fee For Service (FFS) beneficiaries to receive the most appropriate level of care at the time and place and that could potentially lower out of pocket costs.

#### Here's What We Know Now:

- The model will be known as **ET3 - Emergency Triage, Treat and Transport**
- The anticipated start date of the program is sometime in early 2020
- It is a national program however the program requirements are still being finalized
- The Model only applies to agencies that respond to 911 calls
- Ambulance agencies currently enrolled as Medicare providers will be able to apply for the program this summer
- This is a voluntary program and reimbursement will be issued under the standard ambulance fee schedule and currently will not change
  - Reimbursement for treatment in place with a qualified health care practitioner, either on-the-scene or connected using telehealth
  - Reimbursement for unscheduled, emergency transport of Medicare beneficiaries to alternative destinations (such as 24-hour care clinics) other than destinations covered under current regulations (such as hospital EDs)
- Participating EMS agencies will be required to track calls using designated quality metrics

To view the New Release please use the following link:

<https://www.hhs.gov/about/news/2019/02/14/hhs-launches-innovative-payment-model-new-treatment-transport-options.html>

## HHS launches innovative payment model with new treatment and transport options to more appropriately and effectively meet beneficiaries' emergency needs

*Supporting ambulance triage options aims to allow beneficiaries to receive care at the right time and place.*

Today, the U.S. Department of Health and Human Services (HHS), Center for Medicare and Medicaid Innovation (Innovation Center), which tests innovative payment and service delivery models to lower costs and improve the quality of care, announced a new payment model for emergency ambulance services that aims to allow Medicare Fee-For-Service (FFS) beneficiaries to receive the most appropriate level of care at the right time and place with the potential for lower out-of-pocket costs.

"This model will create a new set of incentives for emergency transport and care, ensuring patients get convenient, appropriate treatment in whatever setting makes sense for them," said HHS Secretary Alex Azar. "Today's announcement shows that we can radically rethink the incentives around care delivery even in one of the trickiest parts of our system. A value-based healthcare system will help deliver each patient the right care, at the right price, in the right setting, from the right provider."

The new model, the Emergency Triage, Treat and Transport (ET3) model, will make it possible for participating ambulance suppliers and providers to partner with qualified health care practitioners to

# CLSD AMBULANCE REVENUE

	A	B	C	D	E	F	G	H	I	J	K	L	M
	BILLABLE INCIDENTS	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	OTHER WRITE OFFS	ADJ	NEW A/R BALANCE
<b>FY18</b>													
FEBRUARY '18	53	\$ 272,815.00	\$ 109,274.66	\$ 65,276.32	\$ 2,802.97	\$ 95,461.05	\$ 54,510.67	\$ 23.47	\$ 54,487.20	\$ -	\$ -	\$ -	\$ 523,209.52
MARCH '18	72	\$ 272,061.00	\$ 148,108.15	\$ 5,214.72	\$ 3,021.28	\$ 68,783.85	\$ 40,753.80	\$ -	\$ 40,753.80	\$ 32,163.59	\$ 652.72	\$ -	\$ 518,423.26
APR '18	56	\$ 206,528.40	\$ 105,159.37	\$ 46,448.15	\$ 3,023.60	\$ 51,897.28	\$ 80,068.06	\$ -	\$ 80,068.06	\$ -	\$ 3,835.12	\$ 737.27	\$ 487,154.63
MAY '18	58	\$ 204,220.40	\$ 80,595.73	\$ 51,438.90	\$ (1,495.16)	\$ 73,680.93	\$ 55,203.12	\$ -	\$ 55,203.12	\$ 56,044.93	\$ 1,250.00	\$ -	\$ 448,337.51
JUNE '18	54	\$ 192,499.40	\$ 103,831.09	\$ 61,697.42	\$ 3,129.52	\$ 23,859.07	\$ 52,759.07	\$ 9,306.68	\$ 43,452.39	\$ -	\$ -	\$ 23.47	\$ 428,767.96
<b>FY19</b>													
JULY '19	70	\$ 281,184.00	\$ 174,531.81	\$ 49,415.46	\$ 5,254.65	\$ 51,982.08	\$ 37,430.60	\$ -	\$ 37,430.60	\$ 31,333.61	\$ 3,316.50	\$ -	\$ 408,669.33
AUG '19	80	\$ 314,797.40	\$ 126,949.07	\$ 92,535.61	\$ 3,429.85	\$ 91,882.87	\$ 51,142.47	\$ -	\$ 51,142.47	\$ -	\$ -	\$ -	\$ 449,414.83
SEPT '19	52	\$ 194,430.80	\$ 86,754.33	\$ 53,313.58	\$ 9,730.48	\$ 44,632.41	\$ 52,020.56	\$ -	\$ 52,020.56	\$ -	\$ -	\$ -	\$ 442,026.68
OCT '19	67	\$ 248,217.40	\$ 116,333.69	\$ 55,281.10	\$ 11,288.37	\$ 65,314.24	\$ 70,941.40	\$ -	\$ 70,941.40	\$ -	\$ -	\$ -	\$ 436,399.52
NOV '19	58	\$ 208,045.80	\$ 95,674.57	\$ 68,630.81	\$ 6,317.50	\$ 37,422.92	\$ 48,604.67	\$ -	\$ 48,604.67	\$ -	\$ 3.00	\$ 0.15	\$ 425,214.92
DEC '19	68	\$ 223,718.60	\$ 67,435.24	\$ 61,071.17	\$ -	\$ 95,212.19	\$ 48,586.59	\$ -	\$ 48,586.59	\$ -	\$ -	\$ 2,637.68	\$ 474,478.20
JAN '19	50	\$ 199,104.00	\$ 110,644.53	\$ 48,834.69	\$ 2,685.09	\$ 36,939.69	\$ 48,118.72	\$ 7,076.73	\$ 41,041.99	\$ -	\$ -	\$ 7.03	\$ 470,382.93
<b>FY To Date</b>	445	\$ 1,669,498.00	\$ 778,323.24	\$ 429,082.42	\$ 38,705.94	\$ 423,386.40	\$ 356,845.01	\$ 7,076.73	\$ 349,768.28	\$ 31,333.61	\$ 3,319.50	\$ 2,644.86	
<b>Last 12 Months</b>	738	\$ 2,817,622.20	\$ 1,325,292.24	\$ 659,157.93	\$ 49,188.15	\$ 737,068.58	\$ 640,139.73	\$ 16,406.88	\$ 623,732.85	\$ 119,542.13	\$ 9,057.34	\$ 3,405.60	

Monthly Average FY To Date	63.57	\$ 238,499.71	\$ 111,189.03	\$ 61,297.49	\$ 5,529.42	\$ 60,483.77	\$ 50,977.86	\$ 1,010.96	\$ 49,966.90	\$ 4,476.23	\$ 474.21	\$ 377.84
Monthly Average Last 12 Months	61.50	\$ 234,801.85	\$ 110,441.02	\$ 54,929.83	\$ 4,099.01	\$ 61,422.38	\$ 53,344.98	\$ 1,367.24	\$ 51,977.74	\$ 9,961.84	\$ 754.78	\$ 283.80

AGING							
Month	Current	31-60	61-90	91-120	121-180	180+	Balance
JAN '19	\$ 87,384.28	\$ 70,213.97	\$ 15,975.05	\$ 41,105.70	\$ 38,982.20	\$ 216,721.73	\$ 470,382.93

**Coast Life Support District**  
**Profit & Loss Budget Overview FY19**  
 July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
4000 · CLSD Special Taxes	1,028,455.40	931,690.10	96,765.30	110.4%
4100 · Interest Revenue	20.35	0.00	20.35	100.0%
4200 · Ambulance Revenue	411,676.05	379,166.65	32,509.40	108.6% <sup>1</sup>
4400 · Miscellaneous Revenue	8,515.00	18,987.50	-10,472.50	44.8%
4410 · Intergovernmental Transport(IGT)	0.00	75,833.35	-75,833.35	0.0%
4420 · Ground Emerg Med Transport	0.00	14,583.35	-14,583.35	0.0%
4421 · GEMT - SB523 (QAF)	0.00	16,333.35	-16,333.35	0.0%
<b>Total Income</b>	<b>1,448,666.80</b>	<b>1,436,594.30</b>	<b>12,072.50</b>	<b>100.8%</b>
<b>Gross Profit</b>	<b>1,448,666.80</b>	<b>1,436,594.30</b>	<b>12,072.50</b>	<b>100.8%</b>
Expense				
5000 · Wages and Benefits	674,428.45	758,072.65	-83,644.20	89.0%
6000 · Ambulance Operations	82,383.38	92,040.70	-9,657.32	89.5%
66000 · Payroll Expenses	-114.75			
6700 · Overhead/Administration	94,978.52	116,783.90	-21,805.38	81.3%
7000 · Urgent Care	454,274.39	454,256.85	17.54	100.0%
8000 · Interest Expense	1,322.43	2,625.00	-1,302.57	50.4%
9000 · Other Expenses	0.00			
9500 · Depreciation Expense	53,201.20	53,201.20	0.00	100.0%
9999 · Prior Period Adjustment	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>1,360,473.62</b>	<b>1,476,980.30</b>	<b>-116,506.68</b>	<b>92.1%</b>
<b>Net Ordinary Income</b>	<b>88,193.18</b>	<b>-40,386.00</b>	<b>128,579.18</b>	<b>-218.4%</b>
<b>Other Income/Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>88,193.18</b>	<b>-40,386.00 <sup>2</sup></b>	<b>128,579.18</b>	<b>-218.4%</b>

1. 1. NET BILLING: \*Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L)

2. \$10,833 x 7 months = \$75,831 for Urgent Care Increase and covered by UC reserves.



# Coast Life Support District

## Profit & Loss Budget Overview FY19

July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budg...	% of Budget
<b>Ordinary Revenue/Expense</b>				
<b>Revenue</b>				
4000 · CLSD Special Taxes				
4001 · Mendocino County Taxes				
4004 · Mendocino Ambulance Tax	301,334.73	278,637.35	22,697.38	108.1%
4009 · Mendocino Urgent Care Tax	209,528.69	197,124.10	12,404.59	106.3%
4010 · Mendocino Ad Valorem Tax	68,159.74	58,585.90	9,573.84	116.3%
Total 4001 · Mendocino County Taxes	579,023.16	534,347.35	44,675.81	108.4%
4002 · Sonoma County Taxes				
4024 · Sonoma Ambulance Tax	247,199.30	218,834.00	28,365.30	113.0%
4029 · Sonoma Urgent Care Tax	202,232.94	178,508.75	23,724.19	113.3%
Total 4002 · Sonoma County Taxes	449,432.24	397,342.75	52,089.49	113.1%
Total 4000 · CLSD Special Taxes	1,028,455.40	931,690.10	96,765.30	110.4%
4100 · Interest Revenue	20.35	0.00	20.35	100.0%
4200 · Ambulance Revenue				
4201 · Amb Transport Billings	411,340.21	379,166.65	32,173.56	108.5%
4228 · Writedowns-District Res. Disc.	0.00	0.00	0.00	0.0%
4200 · Ambulance Revenue - Other	335.84			
Total 4200 · Ambulance Revenue	411,676.05	379,166.65	32,509.40	108.6%
4400 · Miscellaneous Revenue	8,515.00	18,987.50	-10,472.50	44.8%
4410 · Intergovermntl Transport(IGT)	0.00	75,833.35	-75,833.35	0.0%
4420 · Ground Emerg Med Transport	0.00	14,583.35	-14,583.35	0.0%
4421 · GEMT - SB523 (QAF)	0.00	16,333.35	-16,333.35	0.0%
Total Income	1,448,666.80	1,436,594.30	12,072.50	100.8%
<b>Expense</b>				
5000 · Wages and Benefits				
5200 · Health Insurance	57,184.87	70,000.00	-12,815.13	81.7%
5300 · Payroll Taxes Emplr Costs	18,732.62	21,208.85	-2,476.23	88.3%
5350 · PERS Employer Costs	61,985.99	62,333.85	-347.86	99.4%
5405 · Administration Salaries				
5405.1 · Admin Salaries-Alloc/UC	-14,000.00	-13,993.00	-7.00	100.1%
5405 · Administration Salaries - Other	138,780.85	135,770.25	3,010.60	102.2%
Total 5405 · Administration Salaries	124,780.85	121,777.25	3,003.60	102.5%
5410 · Ambulance Operations Wages	365,365.15	418,514.85	-53,149.70	87.3%
5430 · Extra Duty/Stipend Pay/DA	19,422.13	32,788.00	-13,365.87	59.2%
5500 · Work Comp Insurance	26,956.84	31,449.85	-4,493.01	85.7%
Total 5000 · Wages and Benefits	674,428.45	758,072.65	-83,644.20	89.0%
6000 · Ambulance Operations				
6030 · Med. Director Fee-non AHUC	22,050.00	22,050.00	0.00	100.0%
6040 · Dispatch Services	14,499.41	14,924.00	-424.59	97.2%
6050 · Misc Reimbursements	0.00	0.00	0.00	0.0%
6100 · Station/Crew Expenses				
5100 · Uniforms & Med Tests	754.89	2,916.65	-2,161.76	25.9%
6101 · Facility Repair & Maintenance	1,419.89	5,483.35	-4,063.46	25.9%
6102 · Facility Furniture	0.00	0.00	0.00	0.0%
6110 · Supps, Rental, Clean, etc	3,776.36	7,583.35	-3,806.99	49.8%
6210 · Veh. Repair & Maintenance	5,858.68	10,500.00	-4,641.32	55.8%
6240 · Vehicle Fuel	13,953.74	8,750.00	5,203.74	159.5%
6410 · Radios & Comm Equip				
6410.1 · ATT Tower Lease	437.50			
6410 · Radios & Comm Equip - Other	291.56	2,333.35	-2,041.79	12.5%
Total 6410 · Radios & Comm Equip	729.06	2,333.35	-1,604.29	31.2%
6510 · Medical Supplies & Equip	19,292.08	14,000.00	5,292.08	137.8%

3:05 PM

02/21/19

Accrual Basis

**Coast Life Support District**  
**Profit & Loss Budget Overview FY19**  
 July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budg...	% of Budget
6100 · Station/Crew Expenses - Other	49.27			
Total 6100 · Station/Crew Expenses	45,833.97	51,566.70	-5,732.73	88.9%
6980 · Misc. Employee Train. Exps	0.00	3,500.00	-3,500.00	0.0%
Total 6000 · Ambulance Operations	82,383.38	92,040.70	-9,657.32	89.5%
66000 · Payroll Expenses	-114.75			
6700 · Overhead/Administration				
6180 · Utilities	6,396.46	8,166.65	-1,770.19	78.3%
6188 · Telephone	3,734.20	2,610.40	1,123.80	143.1%
6300 · Insurance	10,502.25	10,497.65	4.60	100.0%
6713 · Ambulance Billing	21,130.72	22,750.00	-1,619.28	92.9%
6714 · GEMT SB52B EXP	316.56	4,083.35	-3,766.79	7.8%
6718 · Office Supp/Equip/Software				
6718.1 · Office Supplies	501.14	2,916.65	-2,415.51	17.2%
6718.2 · Computer Equipment	626.41	1,750.00	-1,123.59	35.8%
6718.3 · Software	1,497.20	1,750.00	-252.80	85.6%
6718 · Office Supp/Equip/Software - Other	0.00	0.00	0.00	0.0%
Total 6718 · Office Supp/Equip/Software	2,624.75	6,416.65	-3,791.90	40.9%
6720 · Board Expenses	505.73	1,458.35	-952.62	34.7%
6730 · Consultants				
6734 · IT	3,575.82	4,083.35	-507.53	87.6%
6735 · EMS Survey	1,536.60	2,041.65	-505.05	75.3%
6737 · Financial/Bookkeeping	7,210.26	1,750.00	5,460.26	412.0%
6738 · Legal	448.00	2,916.65	-2,468.65	15.4%
6740 · Audit	0.00	5,308.35	-5,308.35	0.0%
6741 · Tax Administration - NBS	6,370.26	6,084.15	286.11	104.7%
Total 6730 · Consultants	19,140.94	22,184.15	-3,043.21	86.3%
6742 · Bank/Merchant Fees	580.21	700.00	-119.79	82.9%
6755 · Property Tax Admin	11,020.44	11,666.65	-646.21	94.5%
6760 · Education/Professional Dev	2,464.95	1,458.35	1,006.60	169.0%
6765 · Election Costs/Reserve	0.00	2,916.65	-2,916.65	0.0%
6770 · Dues, Subscrip, Membership	5,400.03	5,833.35	-433.32	92.6%
6788 · Printing & Reproduction	2,888.63	5,833.35	-2,944.72	49.5%
6795 · Travel/Transportation	2,079.34	4,375.00	-2,295.66	47.5%
6970 · Community Dev/Training	6,193.31	5,833.35	359.96	106.2%
Total 6700 · Overhead/Administration	94,978.52	116,783.90	-21,805.38	81.3%
7000 · Urgent Care				
7011 · Admin Salaries-Alloc to UC	14,000.00	13,993.00	7.00	100.1%
7050 · UC Contract	440,274.39	440,263.85	10.54	100.0%
Total 7000 · Urgent Care	454,274.39	454,256.85	17.54	100.0%
8000 · Interest Expense				
8005 · EMS Interest Expense	0.00	875.00	-875.00	0.0%
8000 · Interest Expense - Other	1,322.43	1,750.00	-427.57	75.6%
Total 8000 · Interest Expense	1,322.43	2,625.00	-1,302.57	50.4%
9000 · Other Expenses	0.00			
9500 · Depreciation Expense	53,201.20	53,201.20	0.00	100.0%
9999 · Prior Period Adjustment	0.00	0.00	0.00	0.0%
Total Expense	1,360,473.62	1,476,980.30	-116,506.68	92.1%
Net Ordinary Operating Surplus	88,193.18	-40,386.00	128,579.18	-218.4%
Net Revenue	88,193.18	-40,386.00	128,579.18	-218.4%



3:05 PM

02/21/19

Accrual Basis

**Coast Life Support District**  
**Profit & Loss Budget Overview FY19**  
**July 2018 through January 2019**

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1. NET BILLING: \*Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L)
2. Ambulance Op Wages show an decrease at this time due to when payperiods hit the P&L. Budgeted number split evenly over 12 months.
3. Higher volume of medical supplies needed than budgeted.
4. \$10,833 x 7 months = \$75831 for Urgent Care Increase and covered by UC reserves.

MHA Quarterly Update  
For  
CLSD BOD  
January 2019

Prevention & Wellness

- Hypertension screening
  - 685 through December 2018 (15 months)
  - 73% elevated
  - Individuals given card with B/P reading, if elevated they are encouraged to contact their provider
  - Completed Consent for release B/P information to their provider
  - Continue to offer screenings on a quarterly basis
- Cholesterol screening
  - Screening device purchased, CHW's and RCMS RN's to receive training of use.
  - Will add cholesterol screening to quarterly B/P screenings when training is complete.
  - CLIA waiver is being process by CA Public Health
- Opioid use/abuse
  - Alliance composed of MHA, PA school district, Mendocino Dept of Public Health, Sheriff Dept, Coastal Seniors and Action Network – has met 3 times.
  - Taught curriculum on Opioid/drug use and abuse to High School 10<sup>th</sup> graders, Manchester Elementary School, South Coast Continuation School and Pacific Coast Charter School. Will be teaching the curriculum at Kashia Schoolhouse next week, Arena Elementary (junior high students) in March and Horicon Elementary (junior high students) in February. plan to due this on an annual basis
  - Obtained and distributed medication lock bags to RCMS (both locations), Gualala Vet, PA pharmacy, Coastal Seniors (also did presentations during lunch on prescription drug education).
  - Presentation on prescription drug education at one senior lunch

Chronic Care Management

- Care Transition program – outreach to community members recently discharged from the hospital – primarily from SRMH, still working to engage Sutter Memorial and Mendocino County Hospital.
- Recently began working with UCSF due to high volume of cancer patients in our area using their system.
- 74 Clients through December (15 months)
  - 62% received a home visit
  - 85% received a phone visit
- Hypertension Self Management Program
  - CHW's recently received training at Stanford on the nationally recognized Stanford Model of Chronic Disease Management
  - First cohort completed a 6 week program, encouraging increased patient engagement in the management of their hypertension.
  - Second support network to begin in April using Stanford self-management guidelines. This six-week program will offer support to people with any chronic disease.

Access to Care

- Working with CRC & Coastal Seniors to collect ridership data to facilitate applying for additional grant funds as they are identified
- Over all action plan regarding access to care to be developed

- Recently started conversations with Bright Heart Health, who provides in-home telemedicine access for the following:
  - Substance Abuse Intensive Outpatient program
  - Medication Assisted Treatment:
    - Opioid Use Disorder Program
    - Alcohol Use Disorder Program
  - Chronic Pain/Opioid dependence
  - Eating Disorder Intensive Outpatient Program
  - MHA is working to help close the gap in access through the use of the services offered by BrightHeart Health

#### Telemedicine

- HRSA Planning grant completed as of 12/31/18
- 204 page final report generated and distributed to those involved – RCMS, Partnership Health, MHA and California Telehealth Resource Center
- RCMS to assess and determine what is or isn't doable for them

#### Community Outreach

- Community Health Needs Assessment Survey done in partnership with RCMS – ends 1/31/19
  - Survey available online and on paper (being distributed at various venues)
  - Will use data from the Survey to set priorities for the next 1-2 years
  - Anticipate survey will be repeated every 2 years
- Point Arena High School Health Fair
  - Coordinated and overseen by Heather, MHA CHW
  - Includes those associated promoting good health in our community
    - MHA – B/P screenings, dental health information and dental supplies (tooth brush, toothpaste, floss in a pencil pouch)
    - RCMS – nutrition education, etc
    - CLSD – Ambulance, First aid and CPR information
    - Lions – vision screening
    - Action Network – drug and alcohol education
    - Sheriff Department – drug and alcohol education
    - Local healthy food vendors
    - Local exercise offerings
  - Attended by students from all area schools – Horicon, Kashia, PA schools, Manchester, charter school

#### Sustainability

- 501(c)3 application submitted to the appropriate federal government department, anticipate approval by end of 1<sup>st</sup> quarter
- New one year grant (2019) of \$25,000 received from SRMH
- Applying for additional funds from AEGIS for ongoing education and outreach related to Opioid/drug use
- Applied for a one year HRSA planning grant for collaborative development of a Opioid/Drug abuse education and outreach program
  - Required commitment from at least 3 community members, those who committed are:
    - CLSD
    - Mendocino County AID/HIV Hepatitis Viral Network
    - Mendocino County Public Health
  - If successful grant would run June 2019 – May 2020

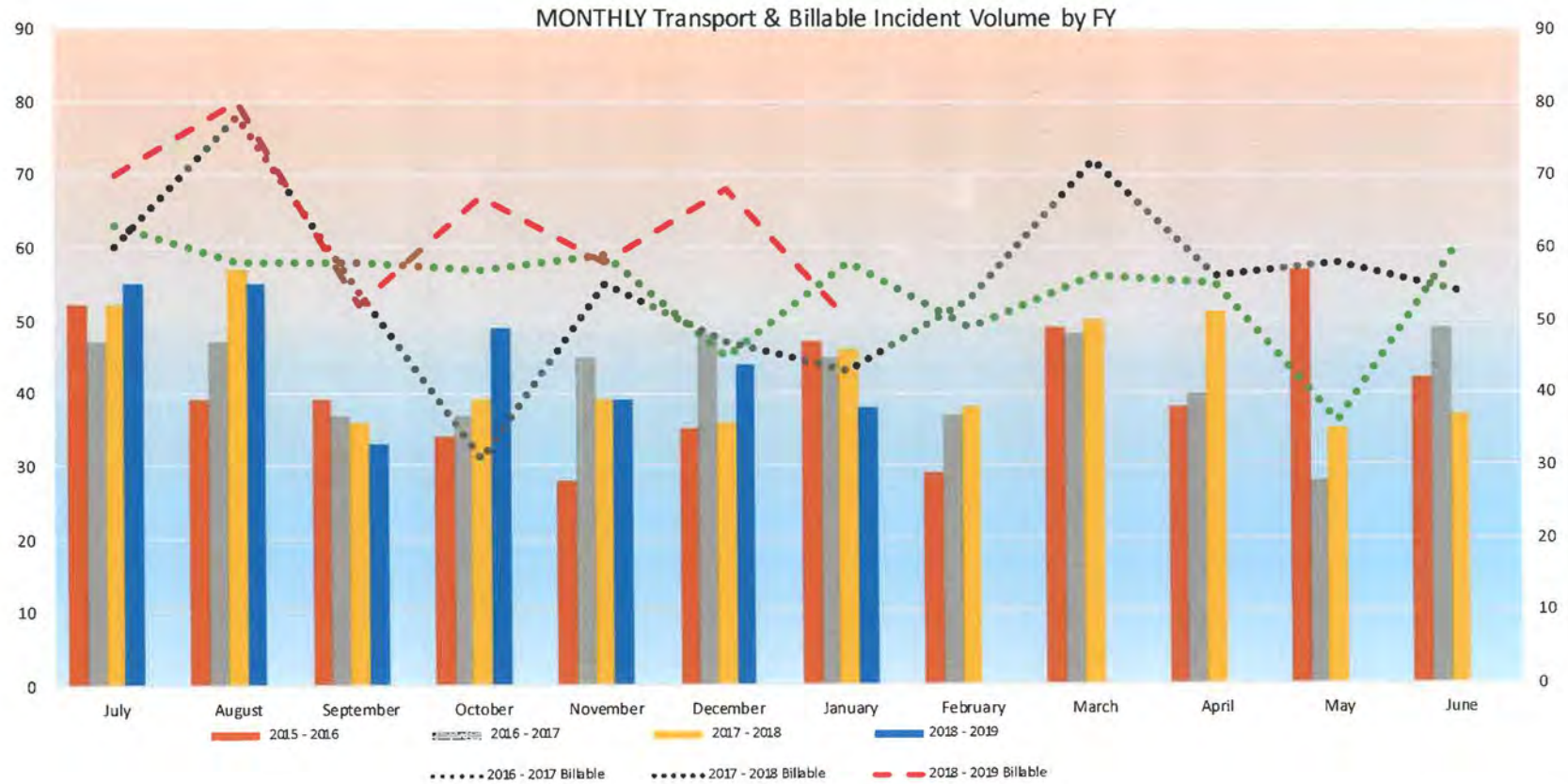


- Grant amount variable, application submitted for \$138,465
  - If planning grant received, can then apply for a 3-year development grant
- Strategic Plan
  - Starting Strategic Planning process, including sustainability
  - Plan completion of new Strategic Plan by June 2019

# MONTHLY AMBULANCE DATA

Monthly Transports	July	August	September	October	November	December	January	February	March	April	May	June
2015 - 2016	52	39	39	34	28	35	47	29	49	38	57	42
2016 - 2017	47	47	37	37	45	48	45	37	48	40	28	49
2017 - 2018	52	57	36	39	39	36	46	38	50	51	35	37
2018 - 2019	55	55	33	49	39	44	38					

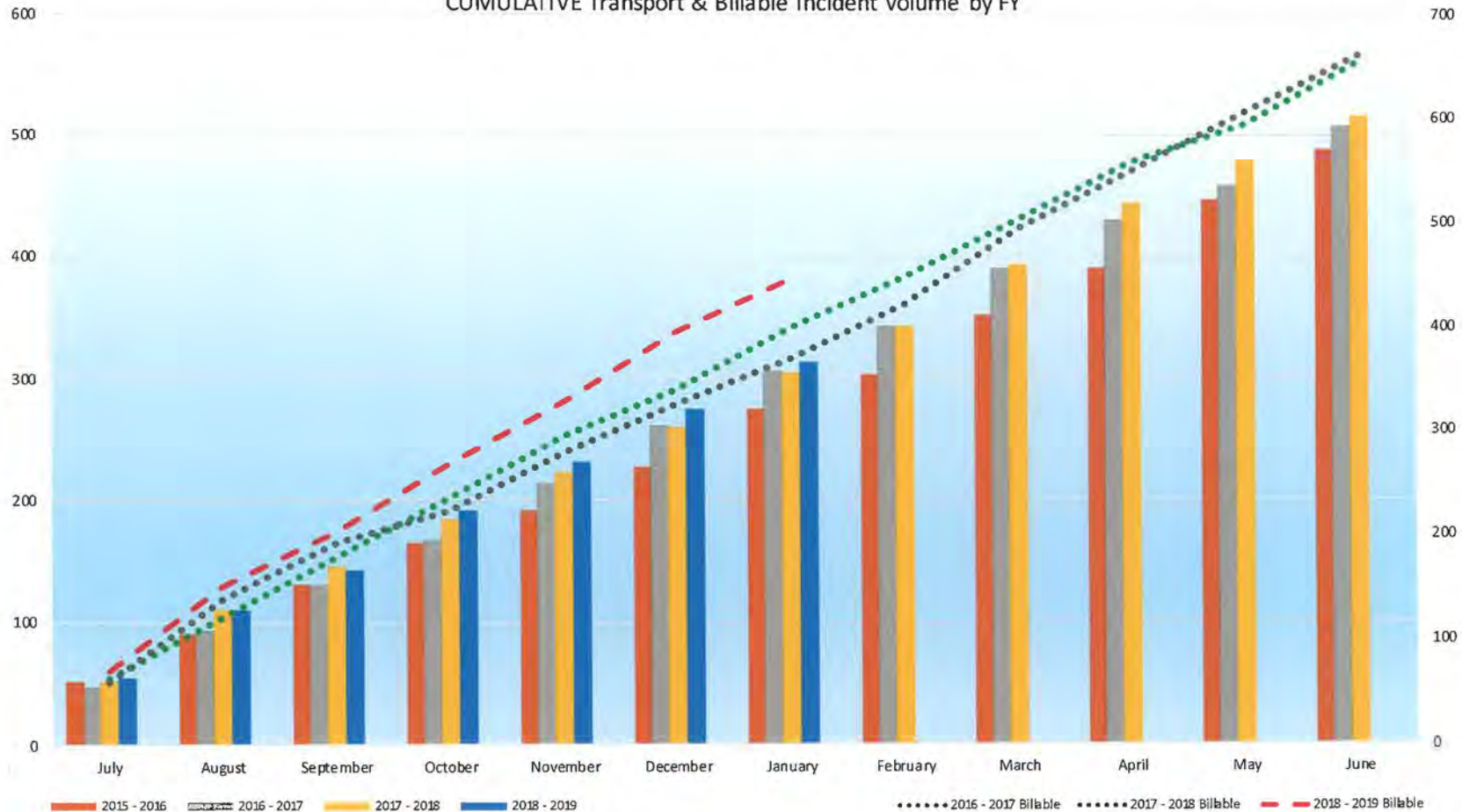
Monthly Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
2016 - 2017 Billable	63	58	58	57	59	45	58	49	56	55	36	61
2017 - 2018 Billable	60	78	54	31	55	47	43	53	72	56	58	54
2018 - 2019 Billable	70	80	52	67	58	68	50					



# CUMULATIVE AMBULANCE DATA

Cumulative Transports	July	August	September	October	November	December	January	February	March	April	May	June
2015 - 2016	52	91	130	164	192	227	274	303	352	390	447	489
2016 - 2017	47	94	131	168	213	261	306	343	391	431	459	508
2017 - 2018	52	109	145	184	223	259	304	343	393	444	479	516
2018 - 2019	55	110	143	192	231	275	313					
Cumulative Billable Incidents												
2016 - 2017 Billable	63	121	179	236	295	340	398	447	503	558	594	655
2017 - 2018 Billable	60	138	192	223	278	325	368	421	493	549	607	661
2018 - 2019 Billable	70	150	202	269	327	395	445					

CUMULATIVE Transport & Billable Incident Volume by FY







2/15/19

## CLSD RUN DATA for the PRECEEDING 12 MONTHS

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

MONTH  MOST CURRENT ON TOP	A/O		PCR		ALS		ALS>BLS		BLS		BLS>ALS		TOTAL		LANDING		DRY RUN		T&R		TO RCMS				FROM RCMS			
	AUTHORIZED ORDER DISPATCHED		PATIENT CARE RECORD		ADVANCED LIFE SUPPORT				BASIC LIFE SUPPORT				TRANSPORTS				CANCELLED ON ROUTE				ALS		BLS		ALS		BLS	
	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior
19-Jan	71	80	47	59	27	36	4	2	11	10	0	2	38	46	4	2	17	16	9	13	2	7	1	0	5	8	7	7
18-Dec	100	67	62	53	29	28	2	1	15	8	2	0	44	36	4	5	29	17	18	11	2	5	1	2	10	5	6	3
18-Nov	89	90	54	61	31	31	3	0	7	18	1	1	38	49	4	5	20	29	16	12	1	3	1	1	5	9	1	12
18-Oct	99	81	64	54	38	23	4	2	11	16	2	0	49	39	10	4	19	21	15	15	1	2	1	1	15	2	6	9
18-Sep	74	60	54	48	30	28	2	1	3	6	1	1	33	34	6	5	18	12	17	14	1	2	0	0	8	8	1	4
18-Aug	110	121	73	77	46	42	1	3	9	15	1	2	55	57	6	3	26	38	18	22	3	7	0	2	14	7	4	6
18-Jul	105	98	70	62	47	37	3	4	8	15	1	1	55	52	5	9	26	31	15	15	4	4	0	0	7	8	5	7
18-Jun	78	99	52	61	33	33	1	4	4	16	2	2	37	49	8	7	26	28	15	15	4	2	0	1	3	6	1	10
18-May	76	70	54	58	32	34	1	4	3	4	0	0	35	51	5	10	20	25	19	20	3	0	0	2	8	10	1	3
18-Apr	70	84	58	58	34	27	4	2	4	13	0	1	51	40	10	4	25	23	20	18	0	2	2	0	10	10	3	6
18-Mar	97	91	70	60	37	34	1	4	13	14	1	4	50	48	10	8	25	23	20	12	0	1	3	0	10	6	2	6
18-Feb	63	72	53	53	31	28	2	3	7	9	2	1	38	37	6	3	7	13	13	16	2	4	1	0	4	4	4	3
	1032	1013	711	704	415	381	28	30	95	144	13	15	523	538	78	65	258	276	195	183	23	39	10	9	99	83	41	76
	A/O		PCR		ALS		ALS>BLS		BLS		BLS>ALS		TOTAL		LZ		DRY RUN		T&R		TO RCMS				FROM RCMS			

**COAST LIFE SUPPORT DISTRICT**  
District Administrator and Operations Manager's Report  
February 25<sup>th</sup>, 2019 BOD Meeting

**District Administrator:**

- The DA plans to provide the BOD a State of the District presentation at the March 25<sup>th</sup>, 2019 meeting
- The DA gave a presentation to the RCMS BOD at their Feb meeting to inform them of the status of current increased demand for EMS services; the EMS parcel tax, and update them on the parcel tax supporting Urgent Care. They are not at the ceiling of the voter-approved parcel tax and discussed potential budgetary implications for future consideration.
- Employee Engagement Survey went through several revisions but has been finalized and submitted to EMS Survey for implementation. Staff will have three weeks to complete and then the survey will close. Approximately two weeks later we'll have the scored responses. .
- There are now 15 students enrolled for the Winter/Spring EMT course.
- The finalized version of the FY18 audit has been received.
- The Sonoma County Ambulance Ordinance meetings continue bi-monthly. Diverse collaborative County EMS representation is at the table working to draft a new ordinance. The Director of the Department of Health Services has been advised per County Procurement processes to initiate the RFP process now for an Exclusive Operating Area contract to be awarded by June 2020. This is a new expedited timeline. The DA will discuss this further during the meeting under Section 5 b.
- CLSD (Evan) continues participating in an entire catalog review of all Coastal Valleys EMS Agency update of Field Protocols. Especially important is to represent the rural perspective relative to expanded scope and/or longer transports. Targeted goal is three to four more months to complete.
- CLSD Ambulance Services Continuum – to be discussed at this meeting – see next two pages.
- Annual Worker Comp (SDRMA) annual questionnaire submitted prior to deadline and eligible for a \$75 rebate on the annual policy.
- Recently hired bookkeeper's last day has passed and now gone. Currently, we are working with Robin Bean via a telecommuting arrangement secured until August. Currently we are "job sharing" with the DA. Options are being explored how we might "re-imagine" the position to attract future candidates when we post the position again.
- Having had a large spike in the number of falls over the last year (it remains the #1 reason for 911-dispatched calls), we are standing up a new Matter of Balance class running eight weeks. This is one component of the Community Fall Prevention Program. The class will be conducted here at CLSD from March 1<sup>st</sup> through April 26<sup>th</sup> (no class on March 29<sup>th</sup>). See flyer attached.

**Operations Manager:**

**Deployment / Staffing**

- ALS (M-120) staffed 100%
- Second paramedic staffing levels have been challenging with existing staffing. Coverage to pick up in March and will be back in April with the completion of our paramedic hiring.
- Paramedic interviews completed. We had five candidates apply. One full time paramedic has accepted our offer. Hans Petersen has finished all his paramedic requirements and was hired part time at Fort Bragg and will start part time with CLSD. He will be precepted here as a Paramedic while gaining higher volume experience in Fort Bragg. There is another possibility working with a previous EMT, now Paramedic, in a similar capacity. We believe if we can do this in a fiscally responsible manner while investing in our own staff, it will be worth the future investment.
- We are currently completing our staff performance expectation reviews.
- River coverage was implemented a total of 2 times this season. Both times we independently predicted flooding potential and covered the north end of the District. The river flooded both times.

**Facilities**

- No major issues pending.
- Discussions in progress for remodeling of downstairs crews quarters that is budgeted for this year. Also under consideration for housing for second out paramedic also in the discussion.

**Vehicles/Equipment**

- Ford had new front suspension
- All others in good working condition

**Community events / Training**

- Continuing with RCMS monthly CPR classes.
- CLSD had community CPR training 6 attendees.
- Six New CPR mannequins in service from grant. Computer assisted trainer
- Point Arena schools is due for CPR and first aid training—big class scheduled for April 3
- Soroptimist group has donated \$400 for CPR / First aid training of school students
- EMT class started 1-22-2019 with good attendance. 15 students enrolled.



# DO YOU HAVE **concerns** **about falling?**

**Many older adults experience concerns about falling and restrict their activities. A MATTER OF BALANCE is an award-winning program designed to manage falls and increase activity levels.**



## A MATTER OF BALANCE

MANAGING CONCERNS ABOUT FALLS

**This program emphasizes practical strategies to manage falls.**

### **YOU WILL LEARN TO:**

- view falls as controllable
- set goals for increasing activity
- make changes to reduce fall risks at home
- exercise to increase strength and balance

### **WHO SHOULD ATTEND?**

- anyone concerned about falls
- anyone interested in improving balance, flexibility and strength
- anyone who has fallen in the past
- anyone who has restricted activities because of falling concerns

**We are currently enrolling people in our next A Matter of Balance classes.**

**Class schedule:**

**Fridays, March 1 through April 26\***  
**(\*no class March 29)**

**2 – 4PM,**

**CLSD Bill Platt Training Center**  
**38901 Ocean Dr, Gualala**

There is no fee for the classes, however donations are gratefully accepted.

**For information or to sign up please contact:**

Janis Sites at 707.412.3176 extension 102

Program provided by a local collaboration among Coast Life Support District, Coastal Seniors, Redwood Coast Medical Center, Mendonoma Health Alliance and community strength and balance professionals.