

COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445
Tel: (707) 884-1829 Fax: 884-9119

AGENDA

RE-SCHEDULED MEETING OF THE BOARD OF DIRECTORS

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

>>> **Wednesday August 19th, 2020 – 4 PM**<<< (instead of 4th Monday)

NOTICE: Due to COVID-19 pandemic; the Executive Order of Governor Newsom No 29-20; and mandatory Sheltering in Place orders of both Sonoma and Mendocino County Health Officers, essential Brown Act guidelines are temporarily suspended. Board meetings may be held via teleconference. Votes will require role call. The CLSD training room will remain a publicly accessible location that accommodates attendees spacing themselves at least six feet apart for social distancing. ***Facial covering is required to attend in person***.

To join by phone, dial +1-510-338-9438; Access code: 126-952-0882; PW: 1234

1. Call to Order Beaty
2. Adoption of the agenda Beaty
3. Minutes Approval: Beaty
 - July 27th, 2020 Board meeting
 - Aug 10th, 2020 Board meeting – closed session
4. Privilege of the floor Beaty
5. New Business Beaty
 - a. Status of the Recruitment process
 - b. Interim Retention of the DA
 - c. Final Budget rev
6. Old Business - none Caley
 - a. New ambulance final bid
7. Reports: Tilles
 - a. RCMS updates (Committees, Townhall, Morongo Basin HC District)
 - b. Finance: YTD Tilles/Caley
 - i. Ambulance revenue – Wittman YTD
 - ii. Expenses
 - c. Communication Committee Bower/André
 - i. Branding
 - ii. Ambulance services videos
 - d. MHA update- Quarterly Report Tittle
8. DA / Ops report Caley
 - a. Notice of Award – SAMHSA Rural EMS Training Grant
 - b. Ambulance run data
 - c. EMT Program reboot
 - d. Measure J final costs (including notification of non-District residing parcel owners)
 - e. IGT and GEMT-QAF update
 - f. CalPERS pension calculation
 - g. DA / Ops Summary Report – read in advance and will have Q & A
9. **NEXT MEETINGS:** Scheduled Board of Director meetings are held routinely on the 4th Monday of the month at 4:00 PM at the CLSD Bill Platt Training Center unless otherwise noted. Upcoming meetings are:
Sep 28th, 2020
Oct 26th, 2020
Nov 23rd, 2020 Consider moving as this is Thanksgiving Week. Alternative could be Monday Nov 30th.
10. Adjourn



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
4:00 PM, July 27th, 2020 Meeting

Due to the COVID 19 threat and Shelter in Place order, this meeting was held by teleconference.

Call to Order: President Beaty called the meeting to order at 4:05 PM at the Bill Platt Training Room.

Present were Directors: André, Bower, Paterson, Schwartz, Tilles, Tittle. Also present: District Administrator (DA) David Caley, Ops Manager Evan Dilks, Bookkeeper Clara Frost, Paramedic Chris Ottolini, and Paramedic Bronwyn Golly.

Adoption of the Agenda: Director Schwartz moved to adopt the agenda as written seconded by Director Paterson. All ayes.

Approval of Minutes: Director Tittle moved to approve the minutes as written for the June 17th, 2020 BOD meeting minutes and was seconded by Director Schwartz. All ayes.

Privilege of the Floor: none.

New Business:

- a. Resolution 270- Consolidation of November 3rd election costs. Director Beaty made the motion and was seconded by Director Schwartz. Vote by roll call: André-aye, Schwartz-aye, Tittle-aye, Bower-aye, Beaty-aye, Paterson-aye, Tilles-abstain – PASSED.

Old Business:

- a. DA Succession / Recruitment: moved to Closed Session.

Reports:

- a. RCMS update: Improved budgeting process; still has majority of CARES funding in the bank; visits are increasing; expenses down \$1M from last year's level; cash flow is solid; facilities maintenance has long been deferred and overdue.
- b. RCMS Urgent Care Data Collection: MHA funded the development of a new template within the RCMS Next Gen (electronic health record sys.) that summaries UC visits with arriving acuity, disposition, diagnoses, etc. that hopefully will help advocate regulatory change for improved reimbursements and garner political advocacy.
- c. Finance: YTD
 - i. Ambulance Revenue – Wittman YTD: Net payments for June 2020 was \$80,126 with A/R of \$388,932. June had 41 billable incidents with 27 transports. Cumulative are 639 billable incidents with 491 transports. Covid 19 definitely suppressed transport volume since March.
 - ii. Expenses – Remain within budget.
 - iii. New Ambulance Proposal: Bronwin Golly presented her research and work on designing the "best-fit" ambulance for CLSD's next ambulance purchase to be made in the next month or two. Due to the pandemic, it is expected that securing the chassis by the manufacturer may be delayed.
- d. Communication Committee:
 - i. Branding: The CC will work with the DA to begin looking at re-branding CLSD.
 - ii. Ambulance service animated video – EMT Malay Thaker prepared a video on a typical day in the life of the CLSD ambulance crew. We are investigating using this content to launch additional targeted audience videos that may be educational or simply informative.
- e. MHA update: no update this month – quarterly report next month.

DA / Ops report:

- a. Ambulance Run data – see reports. Volume is returning to normal in July thus far.

- b. Proposed modification the ambulance data collection more reflective of two ALS ambulances starting in new FY.
- c. DA / Ops Summary Report – read in advance with Q and A.
- d. Mendocino County Counsel contacted Special Districts late Friday evening to inform of an upcoming deadline to join a lawsuit against Purdue Pharma related to their role in excessive availability of opioids to the community. CLSD will file and join the suit. Pre-determined calculations of potential damages could be extensive if realized (from 2003 – 2020: \$228,575. Future damages from 2020 – 2040 might be \$1,697,490). However, Purdue Pharma is filing bankruptcy so it is unclear until litigated what potential revenue might be realized, if any.

At 5:45: Closed Session: Final performance review of the DA (§ 54957).

At 6:15: Return from Closed Session: The board was unable to come to a conclusion at this time due to the extended length of time involved with the DA recruitment. Another Closed Session will likely be scheduled in the near future.

Next Meeting: the 4th Monday of the month at 4 PM

- August 24th will like be rescheduled due to the upcoming vacation of the DA. Date still TBD.
- September 28th
- October 26th

Adjournment: Director Tilles motioned to adjourn at 6:20 PM seconded by Director Tittle. All ayes.

Minutes Approved:

_____(Date)_____



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

4:00 PM, Augustth, 2020 Meeting – Closed Session

Due to the COVID 19 threat and Shelter in Place order, this meeting was held by teleconference.

Call to Order: President Beaty called the meeting to order at 4:07 PM at the Bill Platt Training Room.

Present were Directors: André, Bower, Paterson, Schwartz, Tilles, Tittle. Also present: District Administrator (DA) David Caley.

Adoption of the Agenda: Director Schwartz moved to adopt the agenda as written seconded by Director Tittle. All ayes.

Approval of Minutes: No minutes to approve

Privilege of the Floor: none.

New Business: Move to Closed Session

- a. Personnel: RE: District Administrator hiring. (§ 54957)

Return from Closed Session

- a. Director Beaty gave the DA and the Recruiter (involved in the selection process of for the next District Administrator) instruction for moving forward with recruitment.

Adjournment: Director Tilles motioned to adjourn at 4:53 PM seconded by Director Tittle. All ayes.

Minutes Approved:

(Date)

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
FY20													
AUGUST '19	61	\$ 227,284	\$ 114,434	\$ 74,225	\$ 8,913	\$ 29,713	\$ 69,867	\$ -	\$ 69,867	\$ 16,067	\$ 1,837	\$ -	\$ 464,503
SEPTEMBER '19	76	\$ 277,000	\$ 75,627	\$ 47,381	\$ 6,146	\$ 147,846	\$ 48,221	\$ -	\$ 48,221	\$ -	\$ 7,930	\$ 15	\$ 556,213
OCTOBER '19	64	\$ 242,079	\$ 117,750	\$ 57,124	\$ 5,077	\$ 62,127	\$ 80,054	\$ 2,119	\$ 77,935	\$ -	\$ 4,914	\$ 158	\$ 535,648
NOVEMBER '19	58	\$ 236,748	\$ 138,127	\$ 38,467	\$ 250	\$ 59,904	\$ 68,727	\$ -	\$ 68,727	\$ -	\$ -	\$ -	\$ 526,824
DECEMBER '19	50	\$ 199,255	\$ 132,913	\$ 26,184	\$ 10,389	\$ 29,770	\$ 109,483	\$ -	\$ 109,483	\$ 15,870	\$ 6,211	\$ -	\$ 425,030
JANUARY '20	43	\$ 199,161	\$ 92,162	\$ 46,979	\$ 1,937	\$ 58,084	\$ 85,951	\$ 146	\$ 85,805	\$ (750)	\$ 750	\$ -	\$ 397,308
FEBRUARY '20	50	\$ 190,789	\$ 134,677	\$ 31,850	\$ 600	\$ 23,663	\$ 54,253	\$ -	\$ 54,253	\$ -	\$ 499	\$ 3,907	\$ 370,126
MARCH '20	59	\$ 261,643	\$ 110,627	\$ 48,243	\$ 3,907	\$ 98,866	\$ 52,109	\$ 1,137	\$ 50,972	\$ -	\$ 1,000	\$ 30	\$ 417,051
APR '20	46	\$ 179,336	\$ 61,654	\$ 36,685	\$ 9,182	\$ 71,815	\$ 42,942	\$ 848	\$ 42,094	\$ -	\$ -	\$ -	\$ 446,772
MAY '20	44	\$ 178,031	\$ 89,447	\$ 30,422	\$ 778	\$ 57,384	\$ 71,715	\$ 196	\$ 71,519	\$ -	\$ -	\$ 306	\$ 432,943
JUNE '20	41	\$ 143,060	\$ 61,140	\$ 25,637	\$ 11,898	\$ 44,385	\$ 80,126	\$ -	\$ 80,126	\$ -	\$ 8,269	\$ -	\$ 388,932
FY21													
JULY '21	60	\$ 234,039	\$ 100,164	\$ 39,824	\$ 11,326	\$ 82,725	\$ 53,954	\$ 250	\$ 53,704	\$ 9,460	\$ 3,477	\$ 243	\$ 405,260

<i>JULY '19</i>	<i>61</i>	<i>\$ 225,748</i>	<i>\$ 62,734</i>	<i>\$ 2,853</i>	<i>\$ 7,631</i>	<i>\$ 152,530</i>	<i>\$ 71,407</i>	<i>\$ -</i>	<i>\$ 71,407</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 3,911</i>	<i>\$ 522,562</i>
-----------------	-----------	-------------------	------------------	-----------------	-----------------	-------------------	------------------	-------------	------------------	-------------	-------------	-----------------	-------------------

FY To Date	60	\$ 234,039	\$ 100,164	\$ 39,824	\$ 11,326	\$ 82,725	\$ 53,954	\$ 250	\$ 53,704	\$ 9,460	\$ 3,477	\$ 243
Last 12 Months	652	\$ 2,568,425	\$ 1,228,721	\$ 503,021	\$ 70,402	\$ 766,281	\$ 817,402	\$ 4,695	\$ 812,707	\$ 40,647	\$ 34,888	\$ 4,659

Monthly Average FY To Date	60	\$ 234,039	\$ 100,164	\$ 39,824	\$ 11,326	\$ 82,725	\$ 53,954	\$ 250	\$ 53,704	\$ 9,460	\$ 3,477	\$ 243
Monthly Average Last 12 Months	54	\$ 214,035	\$ 102,393	\$ 41,918	\$ 5,867	\$ 63,857	\$ 68,117	\$ 391	\$ 67,726	\$ 3,387	\$ 2,907	\$ 388

AGING							
Month	Current	31-60	61-90	91-120	121-180	180+	Balance
JUL	\$ 115,060	\$ 29,820	\$ 19,674	\$ 29,281	\$ 53,570	\$ 157,855	\$ 405,260

Coast Life Support District

Profit & Loss Budget Overview FY21

July 2020

	Jul 20	Budget	\$ Over Bu...	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes	178,415.71	178,415.71	0.00	100.0%
4100 · Interest Revenue	0.00	0.00	0.00	0.0%
4200 · Ambulance Revenue	78,755.63	54,367.09	24,388.54	144.9% ¹
4400 · Miscellaneous Revenue	0.00	0.00	0.00	0.0%
4410 · Intergovernmental Transport(IGT)	0.00	20,833.34	-20,833.34	0.0% ²
4420 · Ground Emerg Med Transport	0.00	1,666.66	-1,666.66	0.0%
4421 · GEMT QAF Revenue	0.00	0.00	0.00	0.0%
Total Revenue	257,171.34	255,282.80	1,888.54	100.7%
Expense				
5000 · Wages and Benefits	134,320.77	140,476.26	-6,155.49	95.6% ³
6000 · Ambulance Operations	15,374.41	15,118.51	255.90	101.7%
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
6700 · Overhead/Administration	12,168.47	19,056.28	-6,887.81	63.9% ⁴
6971 · IGT	0.00	0.00	0.00	0.0%
7000 · Urgent Care	68,846.16	68,846.16	0.00	100.0%
8000 · Interest Expense	37.54	0.00	37.54	100.0%
9000 · Other Expenses	0.00	0.00	0.00	0.0%
9500 · Depreciation Expense	8,029.09	8,029.09	0.00	100.0%
9999 · Prior Period Adjustment	0.00	0.00	0.00	0.0%
Total Expense	238,776.44	251,526.30	-12,749.86	94.9%
Net Ordinary Operating Surplus	18,394.90	3,756.50	14,638.40	489.7%
Net Revenue	18,394.90	3,756.50	14,638.40	489.7%

1. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L)
2. IGT Receivable: the amount receivable for IGT/transport historically will not reflect until later in FY21
3. 5405: Admin Salaries: The Opt's Manager's Ambulance Wage not split out from his Admin Salary (Budgeted to 5410), as well as, three pay periods in July FY21
5410: Ambulance Operations Wages: show decrease for July FY21 partly how accruals hit account and 7.2.20 Payroll only had 2 days hit in the month of July (remaining 12 accrued to 6.30.20).
4. Overhead/Admin: Budget is split over 12 month for FY21. Some expenses are not yet realized.(ex: CA Spec Dist is split into four quarters -Sept, Dec, Mar, June).

Coast Life Support District

Profit & Loss Budget Overview FY21

July 2020

	Jul 20	Budget	\$ Over Bu...	% of Bu...
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes				
4001 · Mendocino County Taxes				
4004 · Mendocino Ambulance Tax	55,428.63	55,428.63	0.00	100.0%
4009 · Mendocino Urgent Care Tax	36,229.16	36,229.16	0.00	100.0%
4010 · Mendocino Ad Valorem Tax	8,812.50	8,812.50	0.00	100.0%
Total 4001 · Mendocino County Taxes	100,470.29	100,470.29	0.00	100.0%
4002 · Sonoma County Taxes				
4024 · Sonoma Ambulance Tax	42,933.83	42,933.83	0.00	100.0%
4029 · Sonoma Urgent Care Tax	32,671.00	32,671.00	0.00	100.0%
4030 · Sonoma County Special Tax	2,340.59	2,340.59	0.00	100.0%
Total 4002 · Sonoma County Taxes	77,945.42	77,945.42	0.00	100.0%
Total 4000 · CLSD Special Taxes	178,415.71	178,415.71	0.00	100.0%
4100 · Interest Revenue	0.00	0.00	0.00	0.0%
4200 · Ambulance Revenue				
4201 · Amb Transport Billings	78,755.63	54,367.09	24,388.54	144.9%
Total 4200 · Ambulance Revenue	78,755.63	54,367.09	24,388.54	144.9% ¹
4400 · Miscellaneous Revenue	0.00	0.00	0.00	0.0%
4410 · Intergovernmental Transport(IGT)	0.00	20,833.34	-20,833.34	0.0% ²
4420 · Ground Emerg Med Transport	0.00	1,666.66	-1,666.66	0.0%
4421 · GEMT QAF Revenue	0.00	0.00	0.00	0.0%
Total Revenue	257,171.34	255,282.80	1,888.54	100.7%
Expense				
5000 · Wages and Benefits				
5200 · Health Insurance	10,759.04	13,000.00	-2,240.96	82.8%
5300 · Payroll Taxes Emplr Costs	3,473.65	3,341.09	132.56	104.0%
5350 · PERS Employer Costs	14,312.88	15,338.16	-1,025.28	93.3%
5405 · Administration Salaries				
5405.1 · Admin Salaries-Alloc/UC	-2,179.50	-2,179.50	0.00	100.0%
5405 · Administration Salaries - Other	29,943.83	24,033.34	5,910.49	124.6% ³
Total 5405 · Administration Salaries	27,764.33	21,853.84	5,910.49	127.0%
5410 · Ambulance Operations Wages	71,747.64	78,760.17	-7,012.53	91.1% ⁴
5430 · Extra Duty/Stipend Pay/DA	6,263.23	3,816.34	2,446.89	164.1%
5500 · Work Comp Insurance	0.00	4,166.66	-4,166.66	0.0%
6732 · EAP - Employee Assist Prog	0.00	200.00	-200.00	0.0%
Total 5000 · Wages and Benefits	134,320.77	140,476.26	-6,155.49	95.6%
6000 · Ambulance Operations				
6030 · Med. Director Fee-non AHUC	3,150.00	3,150.00	0.00	100.0%
6040 · Dispatch Services	1,853.96	1,926.84	-72.88	96.2%
6050 · Misc Reimbursements	0.00	0.00	0.00	0.0%
6100 · Station/Crew Expenses				
5100 · Uniforms & Med Tests	0.00	625.00	-625.00	0.0%
6101 · Facility Repair & Maintenance	876.35	625.00	251.35	140.2%
6102 · Facility Furniture	0.00	0.00	0.00	0.0%
6110 · Supps, Rental, Clean. etc	937.34	625.00	312.34	150.0%
6210 · Veh. Repair & Maintenance	64.66	1,875.00	-1,810.34	3.4%
6240 · Vehicle Fuel	1,345.48	2,083.34	-737.86	64.6%
6410 · Radios & Comm Equip				
6410.1 · ATT Tower Lease	62.50	62.50	0.00	100.0%
6410 · Radios & Comm Equip - Other	0.00	187.50	-187.50	0.0%

10:07 PM

08/13/20

Accrual Basis

Coast Life Support District

Profit & Loss Budget Overview FY21

July 2020

	Jul 20	Budget	\$ Over Bu...	% of Bu...
Total 6410 · Radios & Comm Equip	62.50	250.00	-187.50	25.0%
6510 · Medical Supplies & Equip	7,034.12	3,333.33	3,700.79	211.0%
Total 6100 · Station/Crew Expenses	10,320.45	9,416.67	903.78	109.6%
6980 · Misc. Employee Train. Exps	50.00	625.00	-575.00	8.0%
Total 6000 · Ambulance Operations	15,374.41	15,118.51	255.90	101.7%
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
6700 · Overhead/Administration				
6180 · Utilities	1,032.69	1,166.67	-133.98	88.5%
6188 · Telephone	410.88	541.66	-130.78	75.9%
6300 · Insurance	1,498.34	1,495.83	2.51	100.2%
6713 · Ambulance Billing	4,807.59	3,250.00	1,557.59	147.9% ⁵
6714 · GEMT QAF Expense	0.00	1,168.75	-1,168.75	0.0%
6718 · Office Supp/Equip/Software				
6718.1 · Office Supplies	135.78	250.00	-114.22	54.3%
6718.2 · Computer Equipment	0.00	416.67	-416.67	0.0%
6718.3 · Software	756.75	333.34	423.41	227.0%
6718 · Office Supp/Equip/Software - Other	0.00	0.00	0.00	0.0%
Total 6718 · Office Supp/Equip/Software	892.53	1,000.01	-107.48	89.3%
6720 · Board Expenses	1,828.10	2,083.34	-255.24	87.7%
6730 · Consultants				
6731 · Administration	0.00	0.00	0.00	0.0%
6734 · IT	0.00	541.67	-541.67	0.0%
6735 · EMS Survey	72.15	291.67	-219.52	24.7%
6737 · Financial/Bookkeeping	0.00	750.00	-750.00	0.0%
6738 · Legal	0.00	416.67	-416.67	0.0%
6739 · Policy Development	0.00	0.00	0.00	0.0%
6740 · Audit	0.00	791.67	-791.67	0.0%
6741 · Tax Administration - NBS	959.65	1,000.00	-40.35	96.0%
Total 6730 · Consultants	1,031.80	3,791.68	-2,759.88	27.2%
6742 · Bank/Merchant Fees	136.77	141.67	-4.90	96.5%
6755 · Property Tax Admin	0.00	1,458.34	-1,458.34	0.0%
6760 · Education/Professional Dev	0.00	416.67	-416.67	0.0%
6765 · Election Costs/Reserve	0.00	0.00	0.00	0.0%
6770 · Dues, Subscrip, Membership	29.77	1,250.00	-1,220.23	2.4%
6788 · Printing & Reproduction	0.00	250.00	-250.00	0.0%
6795 · Travel/Transportation	0.00	416.66	-416.66	0.0%
6970 · Community Dev/Training	500.00	625.00	-125.00	80.0%
Total 6700 · Overhead/Administration	12,168.47	19,056.28	-6,887.81	63.9% ⁶
6971 · IGT	0.00	0.00	0.00	0.0%
7000 · Urgent Care				
7011 · Admin Salaries-Alloc to UC	2,179.50	2,179.50	0.00	100.0%
7050 · UC Contract	66,666.66	66,666.66	0.00	100.0%
7000 · Urgent Care - Other	0.00	0.00	0.00	0.0%
Total 7000 · Urgent Care	68,846.16	68,846.16	0.00	100.0%
8000 · Interest Expense	37.54	0.00	37.54	100.0%
9000 · Other Expenses	0.00	0.00	0.00	0.0%
9500 · Depreciation Expense	8,029.09	8,029.09	0.00	100.0%
9999 · Prior Period Adjustment	0.00	0.00	0.00	0.0%
Total Expense	238,776.44	251,526.30	-12,749.86	94.9%
Net Ordinary Operating Surplus	18,394.90	3,756.50	14,638.40	489.7%
Net Revenue	18,394.90	3,756.50	14,638.40	489.7%

10:07 PM

08/13/20

Accrual Basis

Coast Life Support District
Profit & Loss Budget Overview FY21
July 2020

1. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L)
2. IGT Receivable: the amount receivable for IGT/transportations historically will not reflect until later in FY21
3. Admin Salary: The Opt's Manager's Ambulance Wage not split out from his Admin Salary (Budgeted to 5410), as well as, three pay periods in July FY21
4. Ambulance Operations Wages show decrease for July FY21 partly how accruals hit account and 7.2.20 Payroll only had 2 days hit in the month of July (remaining 12 accrued to 6.30.20).
5. Billing based on 6% of net revenue
6. Overhead/Admin: Budget is split over 12 month for FY21. Some expenses are not yet realized.(ex: CA Spec Dist is split into four quarters -Sept, Dec, Mar, June).



District Administrator and Operations Manager Report July 2020

District Administrator:

- Notice of Award: CLSD received a Notice of Award for the SAMHSA Rural EMS Training Grant. The first year's funding is just shy of \$200K with total funding of \$800K over four years. Chris Ottolini will be transitioning into the Project Director position and coordinate EMS training in the District. The DA will become the Program Director; Anthony Macedo, EMT instructor will report to him as well as assisted by Bronwyn Golly and Goldie Pounds for training coordination and CPR and Community Events. The first year's budget allows us to replace the Training Room tables and chairs. Due to Covid, the design of replacement furniture will be "pandemic-sensitive" and permit maximum seating while allowing for appropriate physical distancing.
- Working with NBS, all District parcels impacted by Measure J, 2020, have been logged and filed with both County Tax Collectors by the Aug 10th deadline. The EMS parcel tax change will be reflected in the next billing cycle.
- Also working with NBS, we are notifying all non-resident parcel owners of the outcome of Measure J as mandated by AB2476. NBS will produce the postcard and mail appropriate information out of district land owners and field all calls with questions for a fee of ~\$2,000.
- The EMT class resumed on Tue Aug 18th and will run through mid-November. The Safety Plan has been fine-tuned and all appropriate safety precautions are in place. Students are well informed of the new procedures and know compliance is mandatory. Clinicals and ride-a-longs scheduling in development.
- Participating in three separate committees in relation to RCMS Urgent Care. One is exploring regulatory change (increased reimbursement rates for visits with higher acuity diagnoses or Free Standing Emergency Room) that now, due to the pandemic, might have greater potential to garner traction (after the Nov elections); the second one is exploring various means to enhance UC sustainability; and third is looking at other FQHC models linked with Urgent Care services.
- Attended a two-day (6 hour total) CA Special District's Association training – HR Bootcamp. Extensive PPT slides available if the BOD is interested.
- Working with the Communication Committee on potential branding and working with CLSD Malay Thaker, EMT to edit several informational/educational videos about CLSD ambulance services for different targeted audiences (EMS recruitment, Schools, and the general public – adult focus).
- We have a \$253K treasury earning 1.07% due to mature the latter part of Aug, 2020.
- GEMT filing of cost report (originally Nov 19, then May 20) is still in limbo with no estimated time when to resume.
- GEMT-QAF: we have complied with the filing of two quarters of data. However, the Fee associated with every transport (estimated to go from ~\$25 to ~\$32) has not yet been approved at the Federal level and thus in limbo.

- IGT: We just received amended agreements and the DA must return five original signed copies to DHCS by early October. Will execute and mail in the next week.
- The DA continues to listen in on the Sonoma and Mendocino County Emergency Operations Center C-19 calls each week (four separate calls). Cases are rising in all the surrounding counties.
- Continue to discuss surge planning with RCMS and local Fire Departments if C-19 ramps up.

Operations Manager:

Deployment / Staffing

- July had 100% 24/7 dual paramedic coverage and August continues.
- Paramedic Dean Rising has announced his resignation / retirement effective August 28, 2020.
- The award of the rural training grant was announced. Discussions on staffing and recruitment have started.
- EMT Matt Bold has been accepted to nursing school. He remains full-time and balancing both for now.

Facility

- We are in maintenance mode with no major issues pending or anticipated.
- Training room table configuration and COVID 19 compliance is being discussed

Vehicles/Equipment / Supplies

- All in good running order. No major repairs or issues
- New ambulance is in final review. Financing to be discussed. Once that is complete the next step is to order the Chassis.

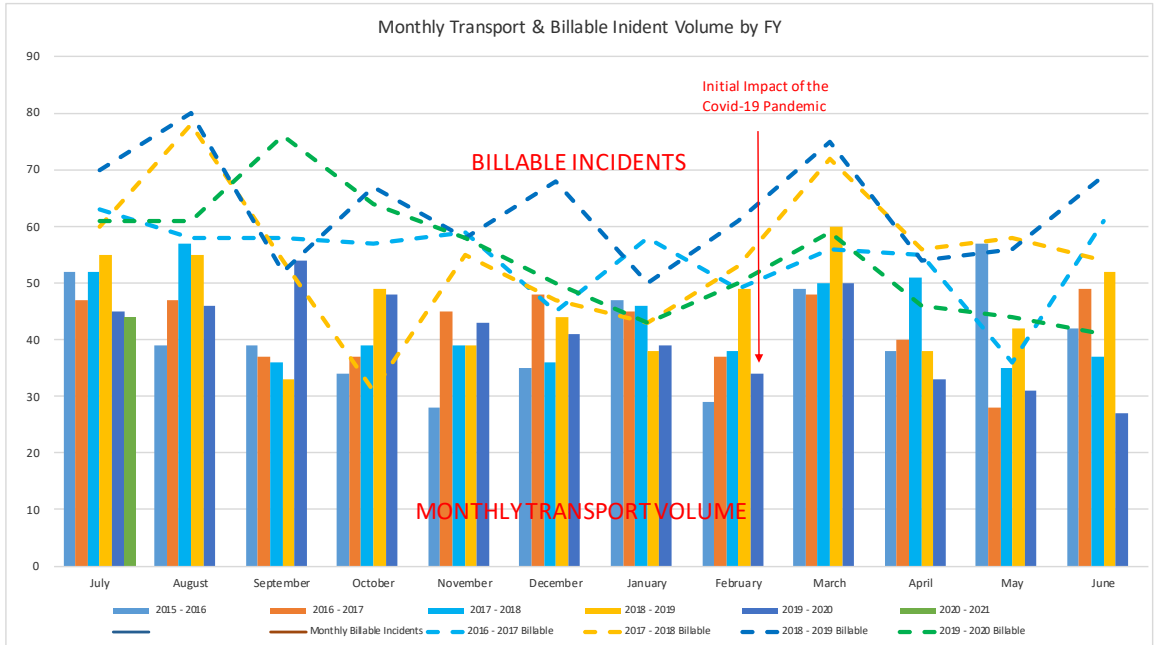
Community events / Training

- Resuming EMT class with COVID 19 compliance is on track for Aug 18th
- COVID 19 WEB EX meeting are active
- WEB EX is being expanded
- CREST is scheduled Via WEB EX.
- We are going to start CPR skills training in August for essential workers modeling safety precautions developed for the EMT class.

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	49	60	38	42	52
2019 - 2020	45	46	54	48	43	41	39	34	50	33	31	27
2020 - 2021	44											

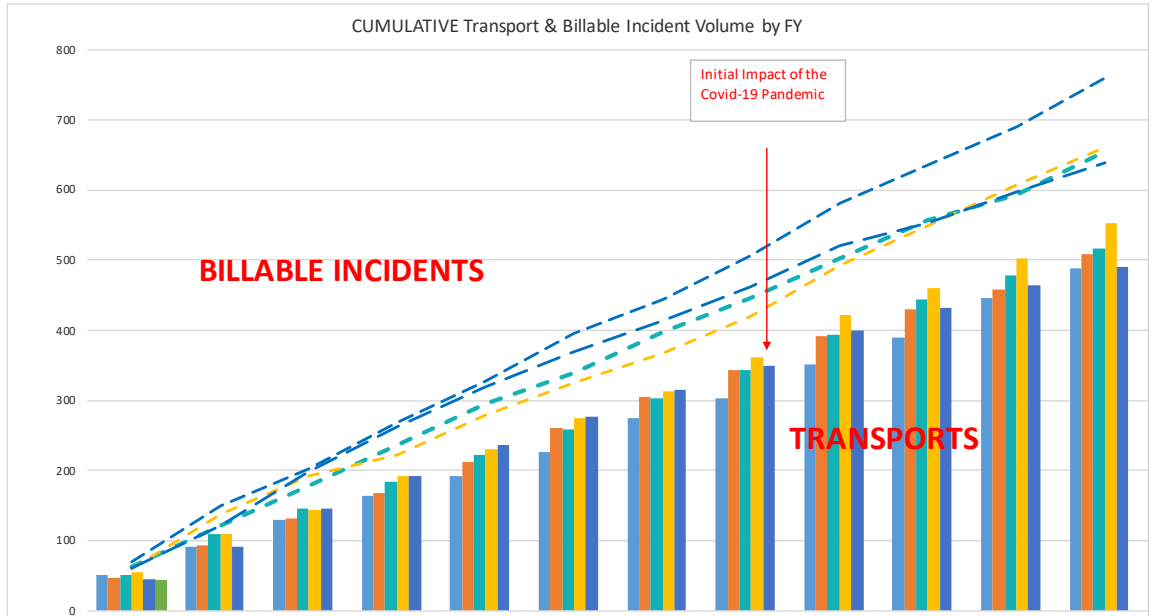
Monthly Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
2016 - 2017 Billable	63	58	58	57	59	45	58	49	56	55	36	61
2017 - 2018 Billable	60	78	54	31	55	47	43	53	72	56	58	54
2018 - 2019 Billable	70	80	52	67	58	68	50	61	75	54	56	69
2019 - 2020 Billable	61	61	76	64	58	50	43	50	59	46	44	41
2020 - 2021 Billable	60											



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	362	422	460	502	554
2019 - 2020	45	91	145	193	236	277	316	350	400	433	464	491
2020 - 2021	44											

Cumulative Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
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	506	581	635	691	760
2019 - 2020 Billable	61	122	198	262	320	370	413	462	521	554	598	639
2020 - 2021 Billable	60											



CLSD RUN DATA for the PRECEEDING 12 MONTHS

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

MONTH	INCIDENTS		PCR		ALS		DAYTIME		NIGHT		TOTAL		LANDING		DRY RUN		T&R		TO RCMS				FROM RCMS			
MOST CURRENT ON TOP	PATIENT CONTACT IN-FIELD		PATIENT CARE RECORD		ADVANCED LIFE SUPPORT		9:00 AM TO 9:00 PM		9:00 PM TO 9:00 AM		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
20-Jul	79	84	57	61	44	45	63		16		44	45	7	9	18	11	13	16	2	2	0	0	19	11	0	0
20-Jun	47	67	42	38	27	29					27	30	5	7	5	15	15	8	0	0	0	0	7	7	0	7
20-May	67	87	38	58	29	41					30	42	7	5	15	19	8	14	0	4	0	0	7	10	1	0
20-Apr	65	78	44	53	31	31					33	38	4	5	10	20	11	15	1	1	0	2	6	8	2	3
20-Mar	73	108	61	79	47	49					49	60	6	8	10	27	10	17	3	7	0	0	14	10	0	8
20-Feb	69	82	47	63	30	35					34	49	1	6	16	20	16	13	1	4	0	1	11	10	0	6
20-Jan	64	71	49	47	38	27					39	38	6	4	14	17	11	9	1	2	0	1	8	5	0	7
19-Dec	67	100	51	62	36	29					40	44	4	4	7	29	11	18	1	2	0	1	10	10	0	6
19-Nov	71	89	55	54	42	31					43	39	8	4	18	20	12	16	1	1	0	1	13	5	1	1
19-Oct	84	99	54	64	47	38					48	49	7	10	17	19	16	15	2	1	1	1	11	15	0	6
19-Sep	94	74	66	54	51	30					54	33	12	6	20	18	23	17	0	1	1	0	13	8	1	1
19-Aug	85	110	61	73	41	46					45	55	11	6	22	26	13	18	1	3	0	0	13	14	3	4
	865	1049	625	706	463	431	63	0	16	0	486	522	78	74	172	241	159	176	13	28	2	7	132	113	8	49
	A/O		PCR		ALS		ALS>BLS		BLS		TOTAL		LZ		DRY RUN		T&R		TO RCMS				FROM RCMS			