

COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445

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

AGENDA

REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS

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

>>> **Monday December 20, 2021 – 3:30 PM**<<<<

All attendees must be masked due to covid restrictions. Board meetings will also be available via teleconference.

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m492f432a3e32295535565a94b03a88e2>

1. Call to Order Beaty
2. Adoption of the agenda Beaty
3. Minutes Approval:
 - a. November 22nd Board Meeting Beaty
4. Privilege of the floor Beaty
5. New Business:
 - a. Urgent Care Ad Hoc Committee Tilles
6. Old Business: Beaty
 - a. Resolution #279: This resolution is required by the State of California to continue meeting remotely pursuant to legislation AB361
 - b. Workforce Housing Proposal Update
7. Closed Session: DA Annual Review BOD
8. Reports:
 - a. RCMS updates Tilles
 - b. Finance: YTD Crowl
 - i. Ambulance revenue – Wittman YTD
 - ii. Expenses
 - iii. IGT, GEMT, Covid Funding Update
 - c. Communication Committee Bower/André
 - d. Ad Hoc HR/Personnel Committee Paterson
 - i. Completion of tasks and recommendations for committee status
9. Other:
 - a. EMT Pay Scales Beaty
 - b. Ambulance run data/CLSD Activity Crowl
 - c. Captain's Report and DA's Report Golly/Ottolini/Crowl
10. Shout out: Open
11. **NEXT BOD MEETINGS:**
January 24th, 2022
February 28th, 2022
March 28th, 2022
12. Adjourn



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
4:00 PM, November 22th, 2021 Meeting

Call to Order: President Beaty called the meeting to order at 4:00 PM at the Bill Platt Training Room. Present were Directors: Tittle, Paterson, Schwartz, Andre, Bower and Tilles. Also present: District Administrator Dave Crowl, Captain Bronwyn Golly and Captain Chris Ottolini.

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

Approval of Minutes: Minutes to be amended to reflect attendees and date change of minutes. Director Paterson moved to approve the amended October 25th 2021 meeting minutes and was seconded by Director Schwartz. All ayes.

Privilege of the Floor: Director Tilles brought up that Sonoma County is researching redistricting for the Coast with a possible change of including southern suburban Santa Rosa into the coast. This population shift could minimize the "voice" of the coast.

New Business:

- a. DA evaluation recommendations were made including using a 360 evaluation survey, survey monkey to collect information and timings. Concerns were raised over who would take part in the survey and how they would be represented in statistics. It was agreed to do the DA evaluation due in December with input from BOD, CLSD staff and DA. Other stakeholders may be asked to participate in future evaluations.
- b. HR committee recommended that the County Attorney analyze the DA employee contract with CLSD. Discussions were raised by all board members regarding need, financial expense and possibility that the contract would be "lawyered" to an extent that it is not usable to CLSD. After discussion, Director Paterson moved to employee the County Attorney to review the DA contract for a fixed rate of 5 hours, seconded by Director Tittle. The request failed to pass with 2 Ayes, 4 Neyes and 1 Recused

Old Business: Resolution #278 required by the State of California to continue meeting remotely pursuant to legislation signed by Governor Newsome 9/20/2021 (AB361) Director Tilles moved to adopt the Resolution as written, seconded by Director Schwartz. Resolution passed with 7 ayes.

Reports:

- a. RCMS updates: Financials are strong with increasing UC visits. Continued provider search for both UC and primary care.
- b. Finance: YTD
 - i. Ambulance Revenue – Wittman YTD: Net payments total for October 2021 was \$70,382 with A/R of \$537,413.
 - ii. Expenses – Expenses remain within budgeted range.
- c. Communication Committee:
 - i. Director Bower explained the social media guidelines and possible expansion into twitter.
- d. Ad Hoc HR/Personnal Committee:
 - i. Policies and procedure manual will be finalized with BOD inputs, sent to ThinkHR (Mineral) and released to staff.

Other:

- a. Ambulance run data and CLSD Activity was presented to board see packet for graphs.
- b. Operation, Training Captain and DA presented their reports see packet for reports.

Shout out: Director Schwartz said thank you to Dave and Bronwyn for their work at the vaccine clinic.

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

- November 22nd

- December 20th
- January 24th

Adjournment: Adjourned at 5:28 PM

Minutes Approved:

_____(Date)_____

DRAFT

RESOLUTION NO. 278

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COAST LIFE SUPPORT DISTRICT (“CLSD”) PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF COAST LIFE SUPPORT DISTRICT FOR THE PERIOD DECEMBER 1, 2021 THROUGH JANUARY 1, 2022, PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the CLSD is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of CLSD’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by conditions described in Government Code section 8558; and

WHEREAS, that proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or that the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a state of emergency has been proclaimed by Governor Newsom on March 4, 2020, as a result of the threat of COVID-19; and

WHEREAS, the Board of Directors does hereby find that the state of emergency proclaimed by Governor Newsom on March 4, 2020, and the Delta variant of COVID-19 surging in Sonoma County per the Sonoma County Public Health Notice on August 2, 2021, and similarly surging in Mendocino County per the Mendocino County Public Health Order on August 5, 2021, has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of CLSD shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, during the COVID-19 pandemic, CLSD has conducted remote, teleconferenced meetings consistent with the Governor’s Executive Orders promoting social distancing; and

WHEREAS, consistent with AB361, as a condition of extending the use of the provisions in section 54953(e), the Board must consider the circumstances of the state of emergency that exists in the District, and the Board has done so; and

NOW, THEREFORE, THE BOARD OF DIRECTORS OF COAST LIFE SUPPORT DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and the surging Delta variant of COVID-19 would present an imminent risk to meeting in person.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies The Proclamation of a State of Emergency, issued by Governor Newsome on March 4, 2020.

Section 4. Remote Teleconference Meetings. The District Administrator and legislative bodies of CLSD are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of November 1, 2021, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of COAST LIFE SUPPORT DISTRICT may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of COAST LIFE SUPPORT DISTRICT, this 25th day of October, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: November 22, 2021

Geoffrey A. Beaty, President
CLSD Board of Directors

ATTEST

Dave Crawl
CLSD District Administrator

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
FY21													
DEC '20	39	\$ 156,802	\$ 94,882	\$ 10,651	\$ 21,820	\$ 29,449	\$ 54,496	\$ -	\$ 54,496	\$ -	\$ -	\$ -	\$ 461,583
JAN'21	58	\$ 237,442	\$ 106,998	\$ 41,155	\$ 11,841	\$ 77,448	\$ 60,700	\$ -	\$ 60,700	\$ -	\$ -	\$ 158	\$ 478,489
FEB'21	57	\$ 211,610	\$ 77,196	\$ 32,249	\$ 333	\$ 101,832	\$ 36,867	\$ 7,839	\$ 29,028	\$ -	\$ 1,044	\$ -	\$ 550,249
MAR'21	44	\$ 165,670	\$ 62,820	\$ 36,698	\$ 8,928	\$ 57,223	\$ 75,587	\$ 330	\$ 75,257	\$ 40,118	\$ 20,365	\$ -	\$ 471,732
APR'21	73	\$ 239,711	\$ 114,324	\$ 79,460	\$ 7,988	\$ 37,939	\$ 41,009	\$ 3,576	\$ 37,433	\$ -	\$ 2,911	\$ -	\$ 469,328
MAY'21	56	\$ 218,020	\$ 92,787	\$ 38,089	\$ 5,911	\$ 81,233	\$ 47,754	\$ 210	\$ 47,544	\$ -	\$ 245	\$ 15	\$ 502,786
JUN'21	74	\$ 288,211	\$ 111,710	\$ 57,174	\$ 1,996	\$ 117,330	\$ 78,282	\$ -	\$ 78,282	\$ -	\$ -	\$ -	\$ 541,835
FY22													
JUL'21	67	\$ 273,034	\$ 121,870	\$ 72,489	\$ 1,783	\$ 76,892	\$ 72,141	\$ -	\$ 72,141	\$ -	\$ 1,150	\$ 53	\$ 545,489
AUG'21	70	\$ 273,104	\$ 143,968	\$ 49,921	\$ 12,441	\$ 66,774	\$ 69,074	\$ -	\$ 69,074	\$ 82,794	\$ 17,228	\$ 657	\$ 443,824
SEPT'21	72	\$ 284,162	\$ 110,904	\$ 40,511	\$ 6,044	\$ 126,702	\$ 56,790	\$ 12,090	\$ 44,700	\$ -	\$ 5,990	\$ 191	\$ 520,027
OCT'21	65	\$ 243,640	\$ 110,530	\$ 42,067	\$ 3,281	\$ 87,761	\$ 70,382	\$ -	\$ 70,382	\$ -	\$ -	\$ 7	\$ 537,413
NOV'21	56	\$ 181,297	\$ 97,158	\$ 33,526	\$ 7,258	\$ 43,354	\$ 114,155	\$ -	\$ 114,155	\$ 45,231	\$ 2,510	\$ 85	\$ 418,955

NOV '20	48	\$ 204,221	\$ 75,028	\$ 47,860	\$ 2,579	\$ 78,754	\$ 95,678	\$ -	\$ 95,678	\$ -	\$ -	\$ 96	\$ 486,631
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FY To Date	330	\$ 1,255,235	\$ 584,431	\$ 238,515	\$ 30,808	\$ 401,482	\$ 382,542	\$ 12,090	\$ 370,452	\$ 128,025	\$ 26,878	\$ 993
Last 12 Months	731	\$ 2,772,700	\$ 1,245,148	\$ 533,991	\$ 89,625	\$ 903,937	\$ 777,238	\$ 24,045	\$ 753,192	\$ 168,143	\$ 51,444	\$ 1,166

Monthly Average FY To Date	66	\$ 251,047	\$ 116,886	\$ 47,703	\$ 6,162	\$ 80,296	\$ 76,508	\$ 2,418	\$ 74,090	\$ 25,605	\$ 5,376	\$ 199
Monthly Average Last 12 Months	61	\$ 231,058	\$ 103,762	\$ 44,499	\$ 7,469	\$ 75,328	\$ 64,770	\$ 2,004	\$ 62,766	\$ 14,012	\$ 4,287	\$ 97

AGING (278) (Last Month 330)							
Month	Current (56)	31-60 (42)	61-90 (33)	91-120 (31)	121-180 (57)	180+ (59)	Balance
NOV	\$ 89,619	\$ 65,826	\$ 45,206	\$ 42,765	\$ 88,193	\$ 87,346	\$ 418,955

CMS TRANSPORTS ON -HOLD			
TOTAL	\$ 3,788.04	NOV	8 CLAIMS (2 IN FY20 & 4 FY21 & 2 FY22)

Memo

December 9, 2021

TO: CLSD Board of Directors

FROM: Annan Paterson, Chairperson HR Committee

RE: Completion of HR Committee work 2021

Our Committee has researched the history of CLSD HR policies, procedures and documents. We recommended the service ThinkHR to the Board for use as a tool to update and modernize our HR documents. District Administrator Crowl and Captain Golly have worked diligently, using ThinkHR to rewrite and update policies and procedures.

Directors on the committee have worked with the DA on the DA job description and evaluation policy and procedures. The directors will work with the DA and Board to complete an annual evaluation review this month using Survey Monkey to gather evaluation information from Board members and staff.

We have also researched best practices in employment contracts and made recommendations to the Board.

In addition, our committee researched the use of our website for electronic storage of both public and confidential documents that the board and employees can access online as appropriate. We have recommended a website designer to the board and she is now proceeding with updating our website under the direction of our DA.



We are recommending that the committee, rather than meeting monthly, now meet as the board recommends and as the need arises.

Thank you to committee members:

David Crowl
Bronwyn Golly
Naomi Schwartz
Leslie Tittle

CLSD RUN DATA for the PRECEEDING 12 MONTHS

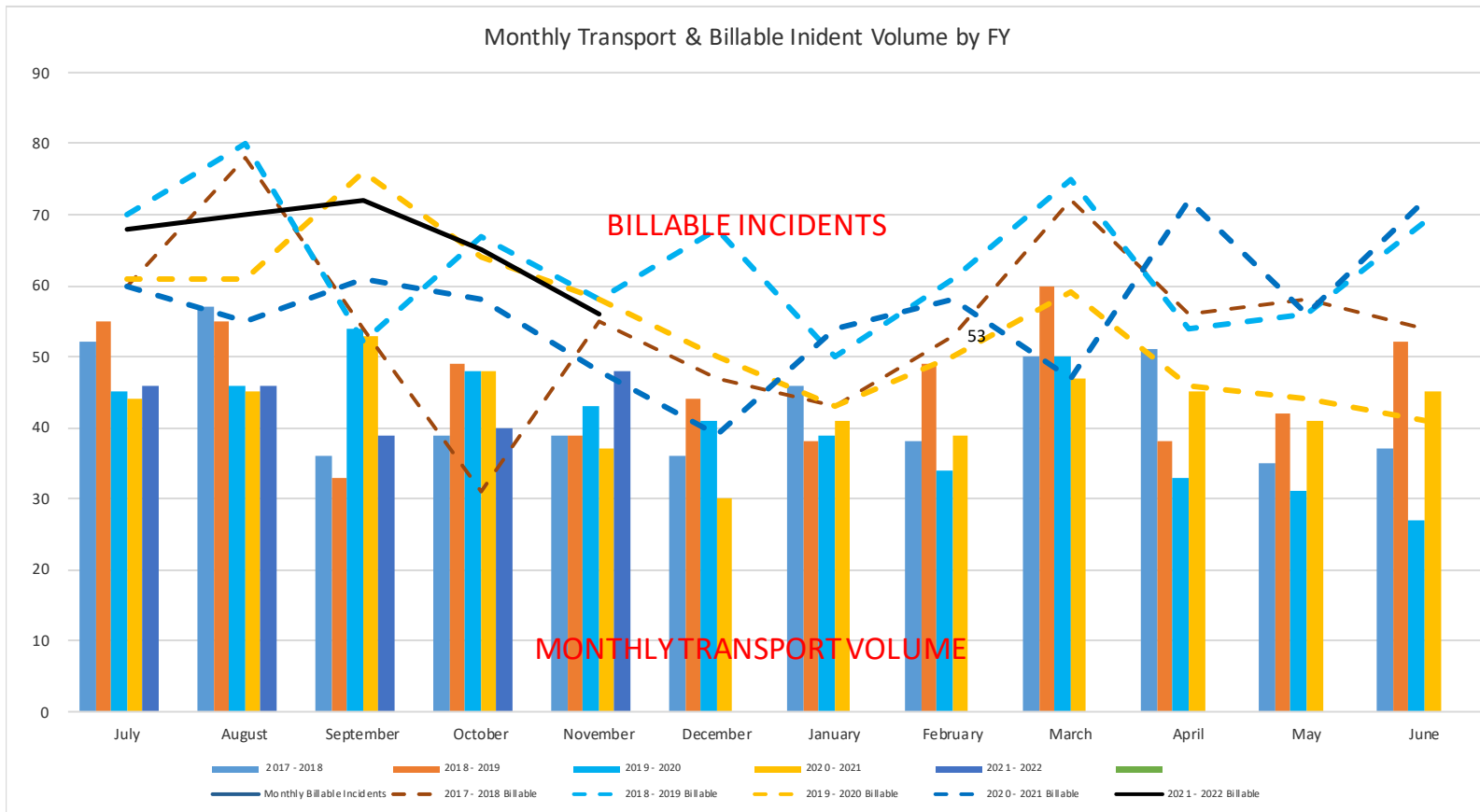
ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

MONTH <small>MOST CURRENT ON TOP</small>	INCIDENT		PCR		RESIDENT		ALS		DAYTIME		NIGHT		TOTAL		LANDING		DRY RUN		T&R		FROM RCMS		AMB UNAVAILABLE			
	DISPATCHED CALLS		PATIENT CARE RECORD		RESIDENT	NON RESID.	ADVANCED LIFE SUPPORT		9:00 AM to 9:00 PM		9:00 PM to 9:00 AM		TRANSPORTS			CANCELLED ON ROUTE			ALS		TOTAL HRS		MISSED CALLS			
	Current	Year Prior	Current	Year Prior	BOTH CURRENT YEAR		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
Nov '21	85	64	66	49	40	16	56	37	66	51	19	13	42	37	4	8	12	14	20	12	10	6	11		0	
Oct '21	80	84	67	63	52	15	60	47	55	68	25	16	40	48	8	9	12	22	19	11	8	13	21		3	
SEP '21	92	84	72	63	55	17	58	53	62	64	30	16	39	53	3	15	8	17	29	10	7	8	33		1	
AUG '21	106	79	70	56	56	14	62	45	74	63	32	16	46	45	6	5	17	22	23	11	10	4	26		2	
JULY '21	93	84	68	61	52	16	44	45	60	63	33	16	46	45	4	9	13	11	17	16	4	11	19		0	
JUNE '21	91	47	74	42	55	19	58	27	67		24		45	27	8	5	14	5	20	15	11	7	32		0	
MAY '21	74	67	56	38	43	13	31	29	57		16		41	30	10	7	17	18	15	27	6	10			0	
APRIL '21	88	65	72	44	67	5	37	31	67		21		45	33	7	4	18	10	27	11	10	6			0	
MARCH '21	61	73	47	61	44	3	47	47	43		18		47	49	6	6	14	10	15	10	7	14			0	
FEBR '21	80	69	59	47	49	9	49	30	55		25		39	34	5	1	18	16	20	16	5	11			0	
JAN '21	67	64	54	49	29	12	41	30	64		3		41	39	7	6	17	14	13	11	3	8			1	
DEC '20	60	67	43	51	37	2	30	36	43		17		30	40	5	4	18	7	13	11	5	10			0	
TOTAL	977	847	748	624	579	141	573	457	713	309	263	77	501	480	73	79	178	166	231	161	86	108	142	0	7	0
	CALLS		PCR		RESIDENT	NON RESID.	ALS		AM TO PM		PM TO AM		TRANSPORTS		LZ		DRY RUN		T&R		FROM RCMS		AMB UNAVAILABLE			

MONTHLY AMBULANCE DATA

Monthly Transports	July	August	September	October	November	December	January	February	March	April	May	June
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	45	53	48	37	30	41	39	47	45	41	45
2021 - 2022	46	46	39	40	48							

Monthly Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
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	55	61	58	48	39	54	58	47	72	56	72
2021 - 2022 Billable	68	70	72	65	56							



Report Criteria

Agency Name (Agency.03): Is In Coast Life Support District Ambulance

Incident Date: Is Between 11/1/2021 and 11/30/2021

NOVEMBER RUN DATA 2021

Runs by Response Request

Response Type Of Service Requested (eResponse.05)	Number of Runs	Percent of Total Runs
911 Response (Scene)	75	88.24%
Interfacility Transport	10	11.76%
Total: 85		Total: 100.00%

Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Unknown Problem/Person Down	13	15.29%
Falls	12	14.12%
Sick Person	10	11.76%
Traffic/Transportation Incident	10	11.76%
Interfacility Transfer	8	9.41%
Abdominal Pain/Problems	5	5.88%
Breathing Problem	3	3.53%
Chest Pain (Non-Traumatic)	3	3.53%
Traumatic Injury	3	3.53%
Cardiac Arrest/Death	2	2.35%
Choking	2	2.35%
Heart Problems/AICD	2	2.35%
Medical Alarm	2	2.35%
Stroke/CVA	2	2.35%
Unconscious/Fainting/Near-Fainting	2	2.35%
Allergic Reaction/Stings	1	1.18%
Animal Bite	1	1.18%
Convulsions/Seizure	1	1.18%
Heat/Cold Exposure	1	1.18%
Overdose/Poisoning/Ingestion	1	1.18%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	1	1.18%
Total: 85		Total: 100.00%

Runs by Response Disposition

Disposition Incident Patient Disposition (eDisposition.12)	Number of Runs	Percent of Total Runs
Treated, Transported by this EMS Unit	38	44.71%
Against Medical Advice (AMA)	13	15.29%
Canceled Enroute - No Patient Contact	12	14.12%
Released at Scene (RAS)	7	8.24%
Canceled on Scene - No Patient Contact	4	4.71%
Transported to Landing Zone, Care Transferred	4	4.71%
Treated, Transferred Care to Another EMS Unit	3	3.53%
Canceled/Dispatch Error (Prior to En Route)	2	2.35%
Canceled (Request Transferred to Another Unit)	1	1.18%
Field Pronouncement - No Interventions	1	1.18%
Total: 85		Total: 100.00%

Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Traumatic Injury (T14.90)	19	22.35%
Abdominal Pain / Problems (R10.84)	15	17.65%
Anxiety / Emotional Upset (F41.9)	7	8.24%
	7	8.24%

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Pain (G89.1)	7	8.24%
Medication Related Issue (Non- Overdose) (T50.905)	4	4.71%
Chest Pain - Suspected Cardiac (I20.9)	3	3.53%
Respiratory Distress - Unspecified (J80)	3	3.53%
Weakness (General) (R53.1)	3	3.53%
Chest Pain - Non-cardiac (R07.89)	2	2.35%
Genitourinary System Issue (Urinary) (N39.9)	2	2.35%
Syncope/Near Syncope (R55)	2	2.35%
Airway Obstruction (T17.9)	1	1.18%
Allergic Reaction (T78.40)	1	1.18%
Altered Level of Consciousness (R41.82)	1	1.18%
Cardiac Arrest (I46.9)	1	1.18%
Cardiac Dysrhythmia - Tachycardia (R00.0)	1	1.18%
Fever (R50.9)	1	1.18%
Gastrointestinal System Issue (G.I.) (K92.9)	1	1.18%
Hypertension (I10)	1	1.18%
Nausea / Vomiting (R11.2)	1	1.18%
Sepsis (A41.9)	1	1.18%
Stings/ Venomous Bites (T63.0)	1	1.18%
	Total: 85	Total: 100.00%

Call Volumes by Day and Hour Report

Incident Day Name	Number of Runs	Percent of Total Runs
Incident Three Hour Range Of Day 24: 00:00:00 - 02:59:59		
Sunday	1	1.18%
Wednesday	1	1.18%
Friday	1	1.18%
Saturday	2	2.35%
	Total: 5	Total: 5.88%
	Avg: 1.25	
Incident Three Hour Range Of Day 24: 03:00:00 - 05:59:59		
Monday	1	1.18%
Saturday	1	1.18%
	Total: 2	Total: 2.35%
	Avg: 1.00	
Incident Three Hour Range Of Day 24: 06:00:00 - 08:59:59		
Monday	1	1.18%
Tuesday	1	1.18%
Wednesday	1	1.18%
Thursday	1	1.18%
Saturday	2	2.35%
	Total: 6	Total: 7.06%
	Avg: 1.20	
Incident Three Hour Range Of Day 24: 09:00:00 - 11:59:59		
Sunday	2	2.35%
Monday	8	9.41%
Tuesday	3	3.53%
Thursday	4	4.71%
Friday	8	9.41%
Saturday	2	2.35%
	Total: 27	Total: 31.76%
	Avg: 4.50	
Incident Three Hour Range Of Day 24: 12:00:00 - 14:59:59		
Sunday	2	2.35%
Monday	3	3.53%
Tuesday	1	1.18%

Incident Day Name	Number of Runs	Percent of Total Runs
Wednesday	1	1.18%
Saturday	3	3.53%
	Total: 10	Total: 11.76%
	Avg: 2.00	
Incident Three Hour Range Of Day 24: 15:00:00 - 17:59:59		
Sunday	2	2.35%
Monday	5	5.88%
Thursday	2	2.35%
Saturday	2	2.35%
	Total: 11	Total: 12.94%
	Avg: 2.75	
Incident Three Hour Range Of Day 24: 18:00:00 - 20:59:59		
Sunday	1	1.18%
Monday	3	3.53%
Tuesday	3	3.53%
Wednesday	2	2.35%
Thursday	3	3.53%
Friday	3	3.53%
	Total: 15	Total: 17.65%
	Avg: 2.50	
Incident Three Hour Range Of Day 24: 21:00:00 - 23:59:59		
Monday	1	1.18%
Thursday	1	1.18%
Friday	1	1.18%
Saturday	6	7.06%
	Total: 9	Total: 10.59%
	Avg: 2.25	
	Total: 85	Total: 100.00%
	Avg: 2.36	

☐ DAY CALLS - 66 (0900-2100)
☐ NIGHT CALLS - 19 (2100 - 0900)

☐ M122 dispatched 17 times. On 4 of those occasions M124 was available in district and the district remained covered.

☐ Total Hrs Uncovered = 10.86 (20.53 in October)

☐ M124 dispatched twice, plus vaccine clinic standbys

☐ No Missed Calls for NOVEMBER

EMT PAY AND HOURS AVAILABLE FY21 vs FY22

FY21	1	2	3	4	5	6	7	8	9	10
MED-FT	19.6	20.17	20.79	21.41	22.05	22.7	23.39	24.09	24.8	25.59
MED-PT	21.17	21.78	22.44	23.12	23.81	24.51	25.27	26.01	26.79	27.61
EMT-A	15.43	15.86	16.35	16.81	17.3	17.83	18.35	18.9	19.48	20.06
EMT Stipend Shifts available = 24 hours/day										
EMT Hourly Shifts available = 24 hours/day										
Full Time EMTs 56 hr workweek = 1										
Full Time EMTs 48 hr workweek = 2										

FY22	1	2	3	4	5	6	7	8	9	10
MED-FT	20.19	20.78	21.41	22.05	22.71	23.38	24.09	24.81	25.54	26.36
MED-PT	21.81	22.43	23.11	23.81	24.52	25.25	26.03	26.79	27.59	28.44
EMT-A	15.89	16.34	16.84	17.31	17.82	18.36	18.9	19.47	20.06	20.66
EMT Stipend Shifts available = 0 hours/day										
EMT Hourly Shifts available = 48 hours/day										
Full Time EMTs 56 hr workweek = 3										
Full Time EMTs 48 hr workweek = 1										

**District Administrator Notes
December/2021**

- Continued meetings with RCMS and MHA to discuss Community Paramedic Concept. In final stages of needs assessment and funding discussions.
- Finalized CLSD Employee Handbook with BOD inputs. Submitted to Mineral (ThinkHR) for evaluation.
- Made third GEMT QAF payment for Q3. Q4 payment scheduled January 1.
- Awaiting applied for Covid Funding through the California Special District Association. CLSD applied for funds used to staff various Covid activities and South Coast Fire room rental for 24 vaccine clinics.
- Help staff a vaccine/flu shot clinic.
- Attended a webinar outlining management of Special Districts in California.
- The 2005 Ford Crestline ambulance was placed in service at the Timber Cove station. It will be used as a response resource for trained TCFPD volunteers and as a back-up for CLSD vehicles in an emergency.
- Taught South Coast Fire's continuing medical education night.
- Participated in the FY21 Audit of CLSD.
- Participated in MHA public information campaign regarding de-stigmatizing addiction.
- Held discussions with RCMS regarding urgent care contract RFP.

Operations Captain Report 12-2021

Injuries

- Currently 1 employee out with injuries, due back before Christmas.

New Ambulance

- Deer guard installed and last touches will place the ambulance in service before the New Year.

Other

- Assisted with COVID-19 vaccine clinics.
- Managed all scheduling for the ambulance, maintaining service response at two fully staffed ALS ambulances 24/7.
- Lead paramedic for several shifts during the reporting period.
- Set CLSD up to be able to do in house COVID-19 testing as needed, meeting local and state requirements.
- Prepared cost invoices for PG&E Grant Settlement purchases.

Training Captain's Report 12-2021

- EMR class update
- PAA update
- CLSD Employee Compliance update
- Training Coordinator update
- Training Instructor Pool update
- General Grant/Training update
 - Tech improvements
 - MCI drill
- Coraborated with MHA representatives on mobile clinic and integration of community paramedics