



Finance Committee

AGENDA

Wednesday, March 16, 2022 at 9:00 AM

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m6cef9c03436e94b7f69eb9edc2cd26e2>

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|--|-------------|
| 1. Call to Order | Tilles |
| 2. Agenda Approval | Tilles |
| 3. Minutes Approval: February 16, 2022 meeting | Tilles |
| 4. Privilege of the floor | Tilles |
| 5. Old Business: | |
| • Urgent Care RFP | Tilles |
| • FY21 Audit Final | Crowl |
| 6. Ambulance revenue – Wittman (YTD) | Crowl |
| 7. Expenses Summary | Crowl |
| 8. Cash Flow | Crowl |
| 9. Banking review | Crowl |
| 10. Ambulance transport data YTD | Crowl |
| 11. Other: | |
| • GEMT, IGT and Grants update | |
| 12. Shout out | Open to all |
| 13. Next FC Meetings – Third Wednesdays of the month, 9:00 AM. | |
| • April 20, 2022 | |
| • May 18, 2022 | |
| • June 15, 2022 | |
| 14. Adjournment | |



Finance Committee

Minutes of Meeting February 16th, 2021 at 9:00 am

1. **Call to Order:** The meeting was called to order at 9:00 am by Director Michael Tilles. Directors Naomi Schwartz and Geoffrey Beaty were present. Also present: DA David Crowl, Captain Bronwyn Golly, Captain Chris Ottolini, Bookkeeper Clara Frost.
2. **Agenda Approval:** Director Beaty moved to adopt the agenda, seconded by Director Schwartz. All ayes.
3. **Meeting Minutes Approval:** Director Beaty moved to approve the 01/19/22 minutes with minor edits, seconded by Treasurer Schwartz. All ayes.
4. **Privilege of the floor:** None.
5. **New Business**
 - a. The DA presented his plan to change to the billing policy to offer a 100% resident discount for non-transport incidents. The estimated annual reduction in revenue would be \$13,500. Resident discount offered for transports will remain at 50%. The DA will draft a proposed resolution and present to the BOD.
6. **Old Business**
 - a. Urgent Care RFP: There will be an informational presentation tomorrow for RCMS
7. **Ambulance Revenue- Wittman:** Net payments for January totaled \$36,778 which is quite a bit lower than average. January was a very slow month. The A/R balance was \$459,613.
8. **Expenses YTD:** Reviewed and within range. Please see pg 5 for footnotes.
9. **Cash Flow:** Reviewed
10. **Banking and Investments Statement review:** Reviewed
11. **Ambulance Transport data** – January had 49 billable incidents with 29 transports.
12. **Other:**
 - a. FY21 Audit Update: We are still waiting on the final audit report which should be coming in the mail any time.
 - b. GEMT, IGT and Grant updates: GEMT and IGT are proceeding as per years past without any notification of changes in the process. The DA is still seeking answers to IGT request for payment FY11. The Training Grant is up for renewal and application has begun work for submittal in March.
13. **Shout out:** none
14. **Next FC Meeting:** Third Monday of the month, at 9 am.
 - March 16th, 2022
 - April 20th, 2022

- May 18th, 2022

15. Adjournment: at 10:02 am, Director Schwartz made a motion to adjourn and seconded by Director Tilles. All ayes.

Minutes approved:

_____ (Date) _____

Naomi Schwartz, Treasurer

DRAFT

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													
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
DEC'21	54	\$ 277,301	\$ 116,218	\$ 46,589	\$ 1,033	\$ 113,462	\$ 66,081	\$ 3,892	\$ 62,189	\$ -	\$ -	\$ -	\$ 470,277
JAN'22	40	\$ 130,757	\$ 62,036	\$ 35,404	\$ 6,208	\$ 27,109	\$ 46,379	\$ 9,601	\$ 36,778	\$ -	\$ 945	\$ -	\$ 459,613
FEB'22	38	\$ 169,002	\$ 50,014	\$ 37,976	\$ 1,466	\$ 79,546	\$ 56,555	\$ 5,703	\$ 50,852	\$ -	\$ -	\$ 50	\$ 488,807

<i>FEB'21</i>	<i>57</i>	<i>\$ 211,610</i>	<i>\$ 77,196</i>	<i>\$ 32,249</i>	<i>\$ 333</i>	<i>\$ 101,832</i>	<i>\$ 36,867</i>	<i>\$ 7,839</i>	<i>\$ 29,028</i>	<i>\$ -</i>	<i>\$ 1,044</i>	<i>\$ -</i>	<i>\$ 550,249</i>
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FY To Date	462	\$ 1,832,295	\$ 812,699	\$ 358,483	\$ 39,515	\$ 621,599	\$ 551,558	\$ 31,286	\$ 520,272	\$ 128,025	\$ 27,823	\$ 1,043
Last 12 Months	709	\$ 2,743,907	\$ 1,194,339	\$ 569,905	\$ 64,338	\$ 915,324	\$ 794,190	\$ 35,402	\$ 758,788	\$ 168,143	\$ 51,344	\$ 1,058

Monthly Average FY To Date	58	\$ 229,037	\$ 101,587	\$ 44,810	\$ 4,939	\$ 77,700	\$ 68,945	\$ 3,911	\$ 65,034	\$ 16,003	\$ 3,478	\$ 130
Monthly Average Last 12 Months	59	\$ 228,659	\$ 99,528	\$ 47,492	\$ 5,362	\$ 76,277	\$ 66,182	\$ 2,950	\$ 63,232	\$ 14,012	\$ 4,279	\$ 88

AGING 286 (288 Jan)							
Month	Current (38)	31-60 (51)	61-90 (38)	91-120 (41)	121-180 (43)	180+ (66)	Balance
FEB	\$ 84,731	\$ 58,458	\$ 55,748	\$ 37,458	\$ 61,540	\$ 190,872	\$ 488,807

CMS TRANSPORTS ON -HOLD		
TOTAL	\$ 1,900.61	FEB 4 CLAIMS (FY22)

Coast Life Support District

Profit & Loss Budget Overview FY22

July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes	1,538,068.99	1,416,340.00	121,728.99	108.6%
4100 · Interest Revenue	7.69	0.00	7.69	100.0%
4200 · Ambulance Revenue				
4201 · Amb Transport Billings	625,161.49	528,244.00	96,917.49	118.3%
Total 4200 · Ambulance Revenue	625,161.49	528,244.00	96,917.49	118.3% ¹
4400 · Miscellaneous Revenue	47,433.84	13,333.32	34,100.52	355.8%
4410 · Intergovermntl Transport(IGT)	166,666.64	166,666.64	0.00	100.0% ²
4500G · Training Grant Revenue	117,913.54	133,333.32	-15,419.78	88.4% ³
Total Revenue	2,495,252.19	2,257,917.28	237,334.91	110.5%
Expense				
5000 · Wages and Benefits	1,182,971.29	1,237,886.00	-54,914.71	95.6%
5000G · Wages & Benefits-Training Grant	113,525.87	119,906.68	-6,380.81	94.7% ⁴
6000 · Ambulance Operations	143,854.98	116,614.64	27,240.34	123.4%
6000G · Training Grant Operations	1,169.43	19,266.64	-18,097.21	6.1%
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
6700 · Overhead/Administration	151,911.96	137,100.00	14,811.96	110.8%
6700G · Overhead/Administration-T.Grant	1,072.94	1,666.68	-593.74	64.4%
6971 · IGT	0.00	0.00	0.00	0.0%
7000 · Urgent Care	554,665.28	554,665.32	-0.04	100.0%
8000 · Interest Expense	3,715.23	533.32	3,181.91	696.6%
9000 · Other Expenses	0.00	0.00	0.00	0.0%
9500 · Depreciation Expense	70,276.68	70,276.68	0.00	100.0%
Total Expense	2,223,163.66	2,257,915.96	-34,752.30	98.5%
Net Ordinary Operating Surplus	272,088.53	1.32	272,087.21	
Net Revenue	272,088.53	1.32	272,087.21	

11:15 PM

03/10/22

Accrual Basis

Coast Life Support District
Profit & Loss Budget Overview FY22
July 2021 through February 2022

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

2. 4410 represents IGT accrual for FY22

3. Training grant FY22 income as expected and within budget

4. Training Grant expenses are as expected for the new FY21/22 grant.

FY 22 Cash Projection	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Bank balance 2/28/22	1,015,693	812,501	1,133,709	1,561,737	1,202,036	1,405,353	1,202,161	998,969	795,777	592,585	913,793	1,341,821
SAMHSA Trng Grant			50,000			50,000			50,000			
Prop Tax EMS/UC		524,400	631,220							524,400	631,220	
GEMT or GEMT-QAF												
IGT					406,509							
Ambulance Revenue	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Expenses	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192
IGT funding				156,509								
	812,501	1,133,709	1,561,737	1,202,036	1,405,353	1,202,161	998,969	795,777	592,585	913,793	1,341,821	1,138,629
Charles Schwab Invest.	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751
	Schwab due											

IGT FY21/22 +

DHCS aligning FY and CY - Two pending "Provider Match" periods: (1) 12 mos, (1) 6 mos.
(see Apr/May 2022)

Eff. Range	Wire due:	Provider Match+fee	Est'd Net	Est'd IGT check
7/20-12/20	Q2 CY21	156,509	250,000	406,509
1/21-6/21	Q3/Q4 CY21	78,623	125,000	203,623

funding cycle(s) delayed due to Covid-19

SAMHSA Rural EMS Training Grant: just under \$200K in FY22. \$50K installments simply representational - not precise timing.

Measure J - EMS tax passed by voters Combined parcel tax levies above include the increased EMS levy and the maxed UC levy.



Sonoma County pays in Dec and Apr
Mendocino County pays in Jan and May

Long-Term Planning

AB1705 - potential tripling/quadrupling of IGT/GEMT funding - begins in FY22. Unknown yet when revenue might be realized

CLSD RUN DATA for the PRECEEDING 12 MONTHS

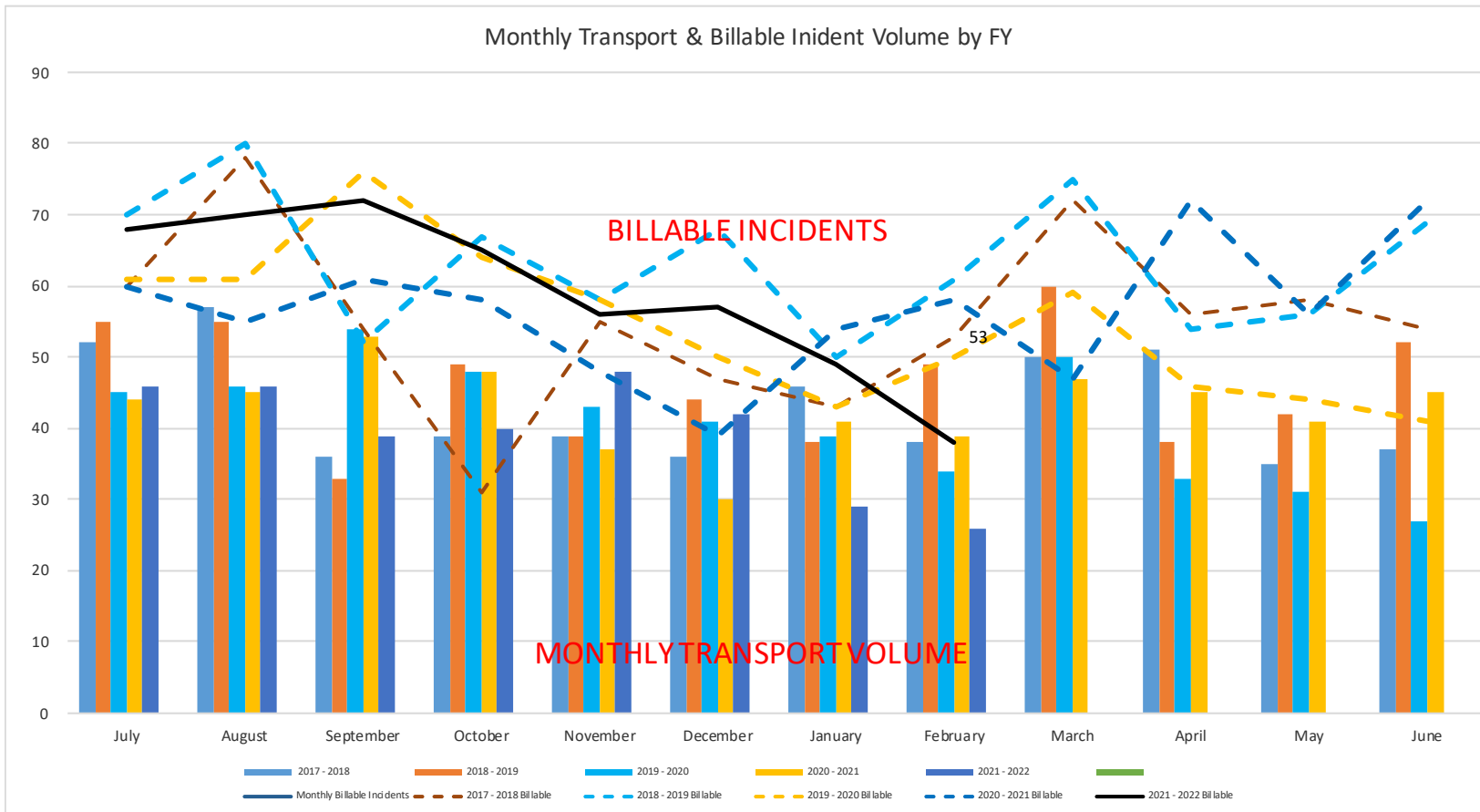
ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

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			Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior												
Feb '22	55	80	38	59	36	2	36	49	38	55	17	25	26	39	8	5	8	18	14	20	5	5	6		0	
Jan '22	57	67	49	54	44	5	46	41	39	64	18	3	29	41	4	7	5	17	20	13	3	8	12		0	1
Dec '21	66	60	57	43	50	7	53	30	50	43	16	17	42	30	2	5	7	18	10	13	6	5	25		1	
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	
TOTAL	948	854	736	633	594	132	588	481	678	471	269	122	488	477	70	85	145	182	229	169	87	97	185	0	7	1
	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	42	29	26				

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	57	49	38				



RUN DATA - FEBRUARY 2023

Runs by Response Request

Response Type Of Service Requested (eResponse.05)	Number of Runs	Percent of Total Runs
911 Response (Scene)	50	90.91%
Interfacility Transport	5	9.09%
Total:	55	Total: 100.00%

Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Falls	8	14.55%
Interfacility Transfer	7	12.73%
Traffic/Transportation Incident	7	12.73%
Breathing Problem	6	10.91%
Sick Person	5	9.09%
Chest Pain (Non-Traumatic)	4	7.27%
Abdominal Pain/Problems	3	5.45%
Traumatic Injury	3	5.45%
Allergic Reaction/Stings	2	3.64%
Cardiac Arrest/Death	2	3.64%
Hemorrhage/Laceration	2	3.64%
Convulsions/Seizure	1	1.82%
Heart Problems/AICD	1	1.82%
Standby	1	1.82%
Unconscious/Fainting/Near-Fainting	1	1.82%
Unknown Problem/Person Down	1	1.82%
Well Person Check	1	1.82%
Total:	55	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	18	32.73%
Against Medical Advice (AMA)	11	20.00%
Transported to Landing Zone, Care Transferred	8	14.55%
Canceled Enroute - No Patient Contact	5	9.09%
Canceled (Request Transferred to Another Unit)	3	5.45%
Released at Scene (RAS)	3	5.45%
Canceled on Scene - No Patient Contact	2	3.64%
Canceled/Dispatch Error (Prior to En Route)	1	1.82%
Field Pronouncement – BLS/ALS	1	1.82%
Field Pronouncement – No Interventions	1	1.82%
Public/Lift Assist	1	1.82%
Standby - PD, EMS, or Fire	1	1.82%
Total:	55	Total: 100.00%

Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Traumatic Injury (T14.90)	12	21.82%
Abdominal Pain / Problems (R10.84)	10	18.18%
No Apparent Illness/Injury (Adult) (Z00.00)	6	10.91%
Chest Pain - Non-cardiac (R07.89)	4	7.27%
Altered Level of Consciousness (R41.82)	3	5.45%
Cardiac Arrest (I46.9)	2	3.64%
Cardiac Dysrhythmia - Tachycardia (R00.0)	2	3.64%
Nausea / Vomiting (R11.2)	2	3.64%
Syncope/Near Syncope (R55)	2	3.64%
Weakness (General) (R53.1)	2	3.64%

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Allergic Reaction (T78.40)	1	1.82%
Anxiety / Emotional Upset (F41.9)	1	1.82%
Chest Pain - Suspected Cardiac (I20.9)	1	1.82%
Fever (R50.9)	1	1.82%
Hypertension (I10)	1	1.82%
Pain (G89.1)	1	1.82%
Respiratory Distress - Unspecified (J80)	1	1.82%
Seizure - Post (G40.909)	1	1.82%
	Total: 55	Total: 100.00%

Runs by Provider Impression Report

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
	12	21.82%
Traumatic Injury (T14.90)	10	18.18%
Abdominal Pain / Problems (R10.84)	6	10.91%
No Apparent Illness/Injury (Adult) (Z00.00)	4	7.27%
Chest Pain - Non-cardiac (R07.89)	3	5.45%
Altered Level of Consciousness (R41.82)	2	3.64%
Cardiac Arrest (I46.9)	2	3.64%
Cardiac Dysrhythmia - Tachycardia (R00.0)	2	3.64%
Nausea / Vomiting (R11.2)	2	3.64%
Syncope/Near Syncope (R55)	2	3.64%
Weakness (General) (R53.1)	2	3.64%
Allergic Reaction (T78.40)	1	1.82%
Anxiety / Emotional Upset (F41.9)	1	1.82%
Chest Pain - Suspected Cardiac (I20.9)	1	1.82%
Fever (R50.9)	1	1.82%
Hypertension (I10)	1	1.82%
Pain (G89.1)	1	1.82%
Respiratory Distress - Unspecified (J80)	1	1.82%
Seizure - Post (G40.909)	1	1.82%
	Total: 55	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	1.82%
Tuesday	1	1.82%
Thursday	1	1.82%
	Total: 3	Total: 5.45%
	Avg: 1.00	
Incident Three Hour Range Of Day 24: 03:00:00 - 05:59:59		
Sunday	1	1.82%
Monday	1	1.82%
Thursday	1	1.82%
	Total: 3	Total: 5.45%
	Avg: 1.00	
Incident Three Hour Range Of Day 24: 06:00:00 - 08:59:59		
Tuesday	2	3.64%
Wednesday	1	1.82%
Thursday	2	3.64%
Friday	1	1.82%
Saturday	1	1.82%
	Total: 7	Total: 12.73%
	Avg: 1.40	
Incident Three Hour Range Of Day 24: 09:00:00 - 11:59:59		

Incident Day Name	Number of Runs	Percent of Total Runs
Sunday	1	1.82%
Monday	2	3.64%
Tuesday	1	1.82%
Wednesday	1	1.82%
Thursday	3	5.45%
Saturday	1	1.82%
Total: 9		Total: 16.36%
Avg: 1.50		
Incident Three Hour Range Of Day 24: 12:00:00 - 14:59:59		
Sunday	1	1.82%
Tuesday	1	1.82%
Wednesday	2	3.64%
Thursday	2	3.64%
Friday	3	5.45%
Saturday	1	1.82%
Total: 10		Total: 18.18%
Avg: 1.67		
Incident Three Hour Range Of Day 24: 15:00:00 - 17:59:59		
Sunday	1	1.82%
Tuesday	3	5.45%
Wednesday	1	1.82%
Thursday	5	9.09%
Total: 10		Total: 18.18%
Avg: 2.50		
Incident Three Hour Range Of Day 24: 18:00:00 - 20:59:59		
Sunday	2	3.64%
Monday	4	7.27%
Tuesday	1	1.82%
Thursday	1	1.82%
Saturday	1	1.82%
Total: 9		Total: 16.36%
Avg: 1.80		
Incident Three Hour Range Of Day 24: 21:00:00 - 23:59:59		
Sunday	1	1.82%
Tuesday	1	1.82%
Wednesday	1	1.82%
Saturday	1	1.82%
Total: 4		Total: 7.27%
Avg: 1.00		
Total: 55		Total: 100.00%
Avg: 1.53		

Report Criteria

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

Incident Date: Is Between 2/1/2022 and 2/28/2022

☐ DAY CALLS (0900-2100) → 38

NIGHT CALLS (2100-0900) → 17

☐ M122 DISPATCHED 8 TIMES

☐ TOTAL HOURS UNCOVERED: 6.13 (11.96 JANUARY 2022)

☐ MISSED CALLS: 0