

COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445

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AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS

>>> 4:00 PM Monday Jan 30, 2017 <<<

CLSD Headquarters – Bill Platt Training Room

- 1. Call to Order Hughes
- 2. Adoption of the agenda Hughes
- 3. Minutes Approval Hughes
- 4. Privilege of the floor Hughes
- 5. New Business
 - a. Fair Political Practices Commission – Biennial Notice Requirements Caley
 - b. EMS Appreciation Week: May 21 – 27, 2017 Caley
- 6. Old Business
 - a. Discussion: New Board Orientation – Update Hughes
 - b. Board goals - Update Hughes
 - c. Urgent Care patient volume data Caley
- 7. Reports:
 - a. Finance: YTD Beaty
 - i. Wittman ambulance revenue – FY17 Nov & Dec
 - ii. Expenses – FY17 through Q2
 - iii. Finance Committee is moving the Draft Audit forward
 - iv. Funds received in Dec & Jan
 - 1. Intergovernmental Transfer (IGT)
 - 2. Mendocino and Sonoma County Parcel Taxes (1st installment)
 - 3. Sonoma County Dispatch fees (FY17) refunded
 - b. Communication Committee Bower/André
 - i. CLSD Website
 - c. MHA update Tittle
- 8. DA report Caley
- 9. Closed Session Hughes
 - a. District Administrator's semi-annual Performance Evaluation
- 10. Adjourn Hughes

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

Feb 27, 2017

Mar 27, 2017

Apr 24, 2017



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
Nov. 28th, 2016

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

Adoption of the Agenda: Director Director Hughes asked to add a topic of discussion under New Business – an Employee Opinion Survey. Schwartz moved to adopt the agenda as amended, Director Beaty seconded, all ayes.

Approval of Oct 24th, 2016 Board Minutes: Director Beaty moved to approve the Minutes as amended, Director Perry seconded, all ayes.

Privilege of the Floor- Public Comment: The public had no comments.

New Business:

a. Swearing in of Incumbent Directors

- Certificate of Appointment In-Lieu of Election and Oath of Office, Geoffrey A Beaty, Leslie Ann Tittle, Carolyn Andre, and Naomi Schwartz were sworn in and appointed at a meeting of the Board of Supervisors on the 6th day of September, 2016 to the office of Director for the Coast Life Support District, and will take office and serve exactly as if elected for the 4-year term beginning on December 2, 2016 (Signed and sworn in on November 28th, 2016).

b. Next scheduled BOD meeting is Dec 26th.

- Canceled: it was unanimously agreed by all Board of Directors to forgo the upcoming BOD meeting "December 26th" until Jan. 23rd, 2017.

c. Discussion: Employee Opinion Survey- Questions for Board Section

- Director Hughes shared some possible questions to be included in the developing CLSD Employee Opinion Survey specifically about the BOD. Discussion ensued. When the Survey is completed, it will be administered and summarized by a neutral party to preserve staff anonymity (e.g., Survey Monkey). The Performance Management workgroup will be engaged in the design for their input representing all disciplines of CLSD. Reaching out to the employee's, encourages the BOD to look at all levels of management and cultures and glean if they trust that the BOD is interested in doing what is best for them (which is a top priority and focus of the BOD).
- Director Hughes asked that the Board of Directors review the survey and then make suggestions as to what is/not needed in the Employee Opinion Survey before finalizing.

Old Business:

a. Discussion: New Board Orientation - progress:

- Director Hughes presented the "Outline of Board Orientation Manual" to the Board of Directors. Director Hughes asked that the BOD please review and discuss this "New Board Orientation" and look for anything that is missing or needs refinement. Director Schwartz and Director Hughes will be working together to revise for its final review.

b. Mendonoma Health Alliance (MHA) – Progress:

- **Grant submitted:** MHA Governing Board submitted the three-year HRSA Rural Health Network Implementation Grant on November 23rd, 2016. If awarded, it would allow for hiring of additional MHA staff to implement the Strategic Plan developed the last several months of the Planning Grant. Award announcements are anticipated in March or early April 2017. Director Schwartz requested MHA updates be added to the "Reports" section of the agenda for routine communication about their progress.

Reports:

a. **Finance: Q1**

- **Ambulance revenue reviewed:** Oct. gross charges \$196,349.32. Net receipts received for Oct. totaled \$78,359.30.
- **Year to Date Report:** After all efforts to exhaust collection of claims that have "Aged Out" the Finance Billing Sub-Committee (during October meeting) recommended, along with CLSD Management, to write off ~43K to collections. DA Caley and EA Bean continue to work with Wittman (a top priority) to reducing the 180+ day aging claims in a timely manner and are working on a plan to address the remaining "Aged Out" claims going forward.
- **P&L Actuals vs Budget: FY17 Report:** Director Beaty reviewed with the Board the "P&L Actuals vs Budget: FY17" Report.
- **Expenses – Q1 reporting:** Expenses within budget.
- **Audit:** on site completed week of Nov. 14th. CLSD receiving a clean audit, which was more simplistic than last year due to delayed billing. Also, CLSD was given a presentation by the Auditor who helped provide better information and insight pertaining to future CalPERS pension impacts.

b. **Communication Committee:**

- **CLSD Website:** Director Bower and DA Caley shared with the Board that work continues on the "New" website platform and should have more information by next BOD meeting (Jan. 23rd, 2017).

c. **Board Goals:**

- **Time Lines:** Last BOD meeting Director Hughes asked the Board to identify a few (missing) dates on the "Goals and Action Plan for CLSD 2016-2017" that are of top Priority.
- **Board Goals accessibility:** The Goals and Action Plan for CLSD (once finalized) will be put on CLSD Website for easy access.
- **Updates:** All updates, pertaining to time lines, have been done. Goals and Action Plan for 2016/2017 is on target.

d. **Staff Appreciation:**

- The crew sent words of appreciation to the Board of Directors, DA Caley, and everyone else who had a part in contributing food for the staff during Thanksgiving weekend! It was very much appreciated and enjoyed.

DA Report

- MHA retreat #3 took place in Santa Rosa on Nov 8/9th. Proposal submitted to HRSA on Nov 23rd. Notifications expected in April 2017.
- CLSD Website: decision made to use different software. New platform skeleton in place (thank you Julie Bower) and Communication Committee now in progress of editing content.
- Dual medic analysis July through Oct 2016:
 - 24 Dual Medic shifts in 4 months
 - 36 Dispatched calls during those Dual Medic shifts
 - Advantages to DM pilot:
 - Increased in-house coverage of PM shifts (vacation, sick-call, LOA)
 - Promoting within
 - Decreasing OT
 - Less reliance on PT Medics
 - Better Continuity of Care for patients
 - Will continue monitoring and work on multi-year projection costs

- Performance Management: New PM/EMT Performance Expectations Tool has been developed by a multidisciplinary committee. Meeting the first week in Jan to finalize, will be vetted with staff the following two weeks and implemented at the Jan 24th QA meeting.
- Next priorities for the PM committee: Merit pay process and Employee Survey (down/up survey to include the BOD).
- Updated Job Descriptions and SOPs on target for DRAFTs Dec 1st, revision in Dec, and Jan 1st implementation.
- IGT: wired funds on Oct 31st.
- GEMT: will file cost report by the Wed. Estimated to receive ~\$20K.

Deployment / Staffing

- ALS (M-120) was staffed 100% and second out BLS (B-121). Staffing has been excellent due to the addition of three new EMT's. Everyone has stepped up for holiday coverage.
- Chris Ottolini starts his Family Leave December 1st through January 12th. All shifts are covered thanks to the dual medic position.
- EMT Julian King and Scott Kwon are cleared for BLS duty and now working on ALS training.
- EMT Adrienne Martin Anderson has started her orientation. Attended the SRJC Emergency driver's course. She will be training primarily with Jeff and Lu.

Facilities

- Facilities are in good working order nothing urgent
- We fixed one station bay vehicle exhaust. We are obtaining estimates for the other two.

Vehicles/Equipment

- Have had several check engine lights on different vehicles. Ford had a new fuel pump and several other repairs.
- Chevy had brakes again. Still having squeak issues. Looking into possibly replacing the rear end with different gearing to help slow down the vehicle especially heading down hills.
- Repair issues and cost up a bit this month.

Community events / Training

- Participated in a Health Fair at Point Arena High School. All students in the area rotated through. We taught CPR, had ambulance tours and gave out gifts. It's reported that 300 students came through. Goldie Pounds, Ron Miles, Scott Kwon, Damion Nelson and Evan attended the booth. Very busy event.
- Participated in the Lighted Truck parade on Sat Nov 26th. Good turnout despite the rain
- We had 6 participants in the CLSD Bi monthly CPR
- RCMS 4 people trained in CPR
- Garcia Casino staff was trained in first aid and CPR

Adjournment: At 5:18 p.m., Director Perry moved for adjournment, Director Beaty seconded, all ayes.

Next Board of Directors Meetings: Next board meeting to start at 4:00 p.m.

- Monday January 23, 2017
- Monday February 27th, 2017
- Monday March 27th, 2017

Minutes approved.

(Date) _____

COAST LIFE SUPPORT DISTRICT

CONFLICT-OF-INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **Coast Life Support District (District)**.

Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) All statements will be retained by the **District**.

COAST LIFE SUPPORT DISTRICT

CONFLICT-OF-INTEREST CODE

APPENDIX A-DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Category</u>
Governing Board Members	1, 2, 3, 4, 5
Operations Manager	1, 2, 3, 4
District Administrator	1, 2, 3, 4
Business Manager	1, 2, 3, 4
Consultant	*

*Consultants shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following:

The Board President may determine in writing that a particular consultant, although in a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties, and based upon that description, a statement of the extent of the disclosure requirements. The Board President's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Sec. 81008.)

COAST LIFE SUPPORT DISTRICT

CONFLICT-OF-INTEREST CODE

APPENDIX B-DISCLOSURE CATEGORIES

Category 1

Investments and business positions in business entities and sources of income, including gifts, loans, and travel payments, from, entities of the type to provide emergency medical services, including but not limited to, privately owned hospitals, medical clinics, laboratories, pharmacies, and ambulance companies.

Category 2

Investments and business positions in business entities and sources of income, including gifts, loans, and travel payments, from, entities of the type to manufacture, sell, or distribute medical equipment or provide services of the type leased or loaned by the District to ambulance services, emergency medical services such as police, sheriff or fire rescue units, trauma centers and emergency rooms.

Category 3

Investments and business positions in business entities and sources of income, including gifts, loans, and travel payments, from, entities of the type to provide training for persons engaged in emergency medical services programs.

Category 4

Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources, that filed a claim against the District during the previous two years, or have a claim pending against the District.

Category 5

All interests in real property, located in whole or in part within the boundaries of the District or within two miles of the District.

URGENT CARE - PATIENTS PER MONTH DATA

FY 13/14

	July	August	Sept	October	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL
Barb Brittell							301	75	157	123	211	52	919
L.Koenk	75	149	167	123	132	282	89	203	130	145	101	202	1798
M.Boyd	271	158	157	225	149								960
Regular RCMS providers	2	33	2	1	25	31	8	15	2	2	1	10	132
Total	348	340	326	349	306	313	398	293	289	270	313	264	3809
	348	688	1014	1363	1669	1982	2380	2673	2962	3232	3545	3809	

FY 14 / 15

	July		August		Sept		October		Nov		Dec		Jan		Feb		March		April		May		June		TOTAL	
	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end										
B. Brittell	253	47	26	350	50	76	7	243	36	107	26	182	39	335	43	190	28	241	27	116	14	304	49	2397	392	
L.Koenk		12	296	27	24		294	40	71	20	255	24	209	39	44	5	232	30	140	21	237	42	35	0	1837	260
Regular RCMS providers																										
Total w/day and w/end	253	59	296	53	374	50	370	47	314	56	362	50	391	78	379	48	422	58	381	48	353	56	339	49	4234	652
Monthly Total	312	349	424	417	370	412	469	427	480	429	409	388	4886													
	312	661	1085	1502	1872	2284	2753	3180	3660	4089	4498	4886														
	-10%	-4%	7%	10%	12%	15%	16%	19%	24%	27%	27%	28%														

FY 15 / 16

	July		August		Sept		October		Nov		Dec		Jan		Feb		March		April		May		June		TOTAL	
	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end										
B. Brittell	45	6	275	44	47	7	394	46	2	234	25	175	25	215	31	263	17	113	17	382	59	55	8	2198	287	
L.Koenk	358	16	54	19	340	52		351	48	138	18	200	42	177	15	178	22	263	31	33	1	343	42	2435	306	
Regular RCMS providers																										
Total w/day and w/end	403	22	329	63	387	59	394	46	351	50	372	43	375	67	392	46	441	39	376	48	415	60	398	50	4633	593
Monthly Total	425	392	446	440	401	415	442	438	480	424	475	448	5226													
	425	817	1263	1703	2104	2519	2961	3399	3879	4303	4778	5226														
	36%	24%	16%	13%	12%	10%	8%	7%	6%	5%	6%	7%														

URGENT CARE - PATIENTS PER MONTH DATA

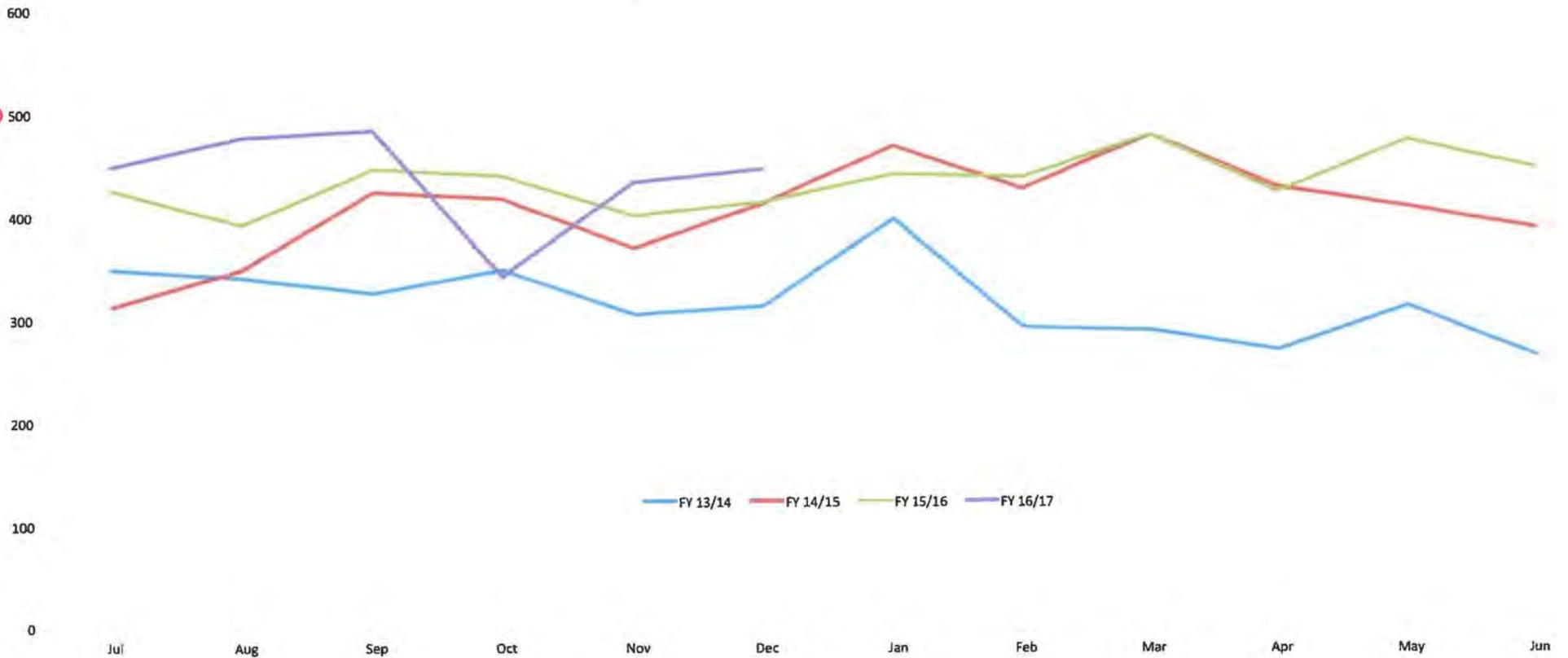
FY 16/17

	July		August		Sept		October		Nov		Dec		Jan		Feb		March		April		May		June		TOTAL			
	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end	w/day	w/end		
B. Brittell	354	64	138	14	202	28	204	32	242	33	379	54															1519	225
L.Koenk	20	10	286	39	213	41	85	21	135	16																	739	127
Regular RCMS providers									7		16																	
Total w/day and w/end	374	74	424	53	415	69	289	53	384	49	395	54	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2281	352
Monthly Total	448		477		484		342		433		449		0		0		0		0		0		0		0		2633	
	448		925		1409		1751		2184		2633																	

ANNUAL PROJECTION: 5266

5% 13% 12% 3% 4% 5%

Comparisons FY 13/14, 14/15, 15/16, and 16/17



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

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET REVENUE	PAYMENTS	REFUNDS	NET RECEIPTS	BAD DEBT WRITE OFFS	OTHER WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JANUARY '16	\$ 238,072.40	\$ 97,509.44	\$ 60,109.94	\$ 4,155.57	\$ 76,297.45	\$ 53,232.82	\$ -	\$ 53,232.82	\$ -	\$ 730.00	\$ 7.14	\$ 542,312.71
FEBRUARY '16	\$ 145,692.60	\$ 66,384.49	\$ 35,490.56	\$ 48.87	\$ 43,768.68	\$ 46,827.68	\$ -	\$ 46,827.68	\$ -	\$ -	\$ 7.78	\$ 539,261.49
MARCH '16	\$ 236,652.90	\$ 131,049.86	\$ 42,004.94	\$ 927.62	\$ 62,670.48	\$ 52,777.57	\$ 297.79	\$ 52,479.78	\$ -	\$ -	\$ -	\$ 549,452.19
APRIL '16	\$ 184,394.20	\$ 76,165.20	\$ 29,277.89	\$ 5,881.90	\$ 73,069.21	\$ 38,715.61	\$ -	\$ 38,715.61	\$ -	\$ -	\$ -	\$ 583,805.79
MAY '16	\$ 294,423.40	\$ 110,351.07	\$ 55,530.92	\$ 50.00	\$ 128,491.41	\$ 49,411.32	\$ 1,180.52	\$ 48,230.80	\$ 30,997.90	\$ -	\$ -	\$ 633,068.50
JUNE '16	\$ 196,073.40	\$ 121,644.68	\$ 45,210.77	\$ 5,589.80	\$ 23,628.15	\$ 74,812.87	\$ -	\$ 74,812.87	\$ -	\$ -	\$ 32.78	\$ 581,916.56
JULY '16	\$ 214,203.40	\$ 100,241.73	\$ 40,757.42	\$ 13,306.83	\$ 59,897.42	\$ 38,546.83	\$ -	\$ 38,546.83	\$ -	\$ 1,340.00	\$ -	\$ 601,927.15
AUGUST '16	\$ 210,141.00	\$ 100,470.04	\$ 42,856.02	\$ 2,020.79	\$ 64,794.15	\$ 62,639.13	\$ -	\$ 62,639.13	\$ 109,593.70	\$ 118.87	\$ -	\$ 494,369.60
SEPTEMBER '16	\$ 196,638.88	\$ 107,297.19	\$ 49,069.31	\$ 11,544.16	\$ 28,728.22	\$ 51,800.66	\$ -	\$ 51,800.66	\$ -	\$ 488.00	\$ 96.59	\$ 470,905.75
OCTOBER '16	\$ 196,349.32	\$ 102,512.05	\$ 24,756.58	\$ (47.90)	\$ 69,128.59	\$ 78,359.30	\$ -	\$ 78,359.30	\$ -	\$ -	\$ -	\$ 461,675.04
NOVEMBER '16	\$ 232,993.80	\$ 90,082.43	\$ 32,507.29	\$ 638.60	\$ 109,765.48	\$ 65,480.62	\$ -	\$ 65,480.62	\$ -	\$ 0.01	\$ -	\$ 505,959.89
DECEMBER '16	\$ 191,565.00	\$ 85,425.39	\$ 35,904.12	\$ 76.96	\$ 70,158.53	\$ 44,376.73	\$ 917.38	\$ 43,459.35	\$ 29,016.67	\$ 3,902.68	\$ -	\$ 499,739.72
YEAR TO DATE TOTALS	\$ 2,537,200.30	\$ 1,189,133.57	\$ 493,475.76	\$ 44,193.20	\$ 810,397.77	\$ 656,981.14	\$ 2,395.69	\$ 654,585.45	\$ 169,608.27	\$ 6,579.56	\$ 144.29	
YTD PERCENTAGE OF REVENUE		46.87%	19.45%	1.74%	31.94%	25.89%	0.36%	25.80%	6.68%	0.26%	0.01%	
YTD PERCENTAGE OF NET REVENUE								80.77%				

* NOTE: due to transition of CWEMS new software, Dec 16 Charges → \$60,000 delayed billing
\$191,565 + 60,000 = 251,565

COAST LIFE SUPPORT DISTRICT

Summary P&L FY17

July - December, 2016

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
INCOME				
4000 CLSD Special Taxes	842,000.49	786,639.00	55,361.49	107.04 %
4100 Interest Income	16.41		16.41	
4200 Ambulance Income	396,019.06	267,788.00	128,231.06	147.89 %
4400 Miscellaneous Income	1,335.00	1,076.00	259.00	124.07 %
4410 Intergovernmental Transport (IGT)		40,750.00	-40,750.00	
4420 Ground Emerg Med Transport Services	40.00	5,000.00	-5,000.00	
Total Income	\$1,239,410.96	\$1,101,253.00	\$138,157.96	112.55 %
GROSS PROFIT	\$1,239,410.96	\$1,101,253.00	\$138,157.96	112.55 %
EXPENSES				
5000 Wages and Benefits	547,904.32	536,997.00	10,907.32	102.03 %
6000 Ambulance Operations	64,491.92	86,360.00	-21,868.08	74.68 %
6700 Overhead/Administration	70,227.59	90,496.00	-20,268.41	77.60 %
7000 Urgent Care	320,464.00	323,709.00	-3,245.00	99.00 %
8000 Interest Expense	2,121.41	2,043.00	78.41	103.84 %
9500 Depreciation Expense	41,659.52	40,396.00	1,263.52	103.13 %
Total Expenses	\$1,046,868.76	\$1,080,001.00	\$ -33,132.24	96.93 %
NET OPERATING INCOME	\$192,542.20	\$21,252.00	\$171,290.20	906.00 %
OTHER EXPENSES				
Other Miscellaneous Expense	0.00		0.00	
Total Other Expenses	\$0.00	\$0.00	\$0.00	0.00%
NET OTHER INCOME	\$0.00	\$0.00	\$0.00	0.00%
NET INCOME	\$192,542.20	\$21,252.00	\$171,290.20	906.00 %

COAST LIFE SUPPORT DISTRICT

DETAILED P&L FY17

July - December, 2016

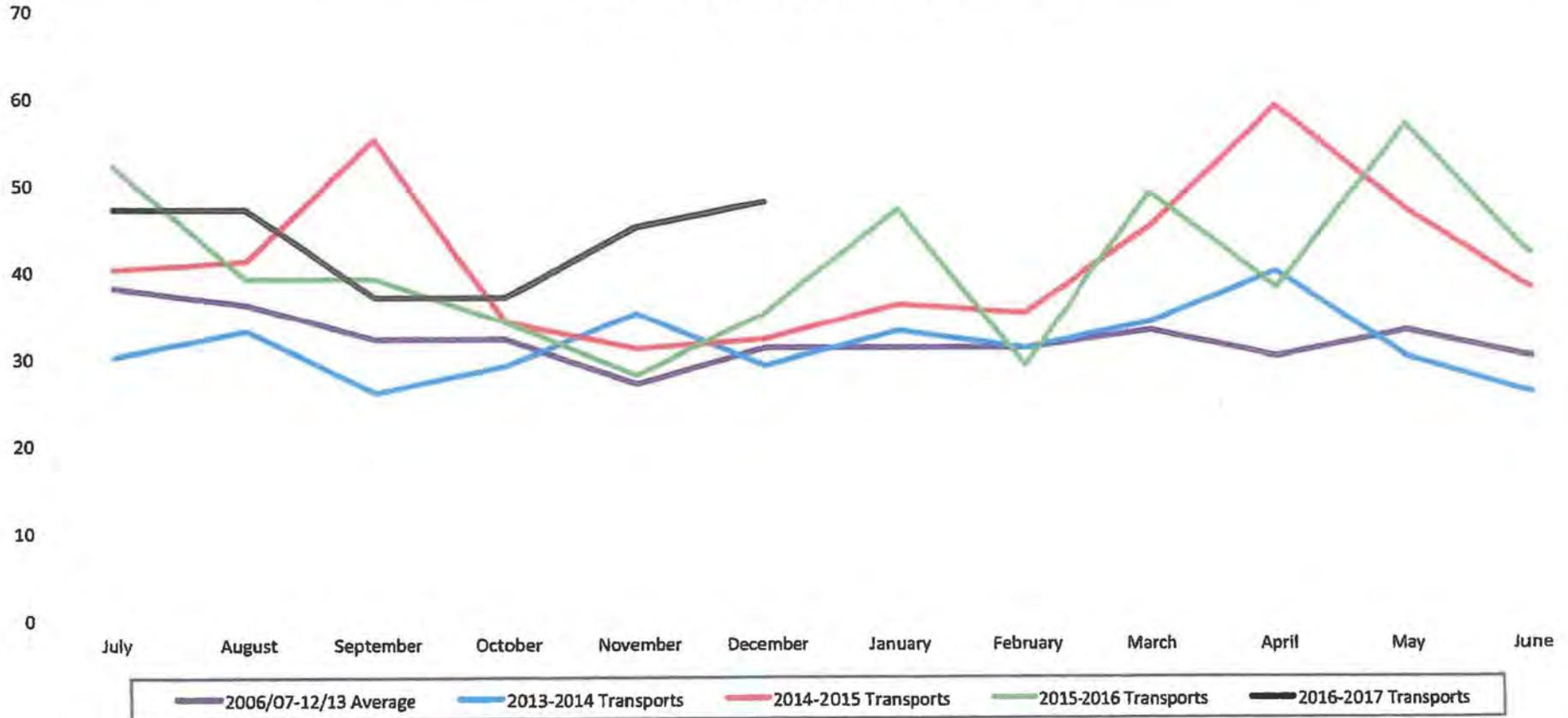
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
INCOME				
4000 CLSD Special Taxes				
4001 Mendocino County Taxes				
4004 Mendocino Ambulance Tax	237,006.00	237,006.00	0.00	100.00 %
4009 Mendocino Urgent Care Tax	167,582.00	167,584.00	-2.00	100.00 %
4010 Mendocino Special Tax	46,334.00	46,336.00	-2.00	100.00 %
Total 4001 Mendocino County Taxes	450,922.00	450,926.00	-4.00	100.00 %
4002 Sonoma County Taxes				
4024 Sonoma Ambulance Tax	214,414.88	184,316.00	30,098.88	116.33 %
4029 Sonoma Urgent Care Tax	176,663.61	151,397.00	25,266.61	116.69 %
Total 4002 Sonoma County Taxes	391,078.49	335,713.00	55,365.49	116.49 %
Total 4000 CLSD Special Taxes	842,000.49	786,639.00	55,361.49	107.04 %
4100 Interest Income	16.41		16.41	
4200 Ambulance Income				
4201 Ambulance Transport Billings	1,241,891.40	287,788.00	954,103.40	431.53 %
4220 Writedowns - Misc.	-33,992.77		-33,992.77	
4225 Writedowns - MediCare/Cal	-811,879.57		-811,879.57	
4228 Writedowns - District Resident Discount		-20,000.00	20,000.00	
Total 4201 Ambulance Transport Billings	396,019.06	267,788.00	128,231.06	147.89 %
Total 4200 Ambulance Income	396,019.06	267,788.00	128,231.06	147.89 %
4400 Miscellaneous Income	1,335.00	1,076.00	259.00	124.07 %
4410 Intergovernmental Transport (IGT)		40,750.00	-40,750.00	
4420 Ground Emerg Med Transport Services	40.00		40.00	
Total Income	\$1,239,410.98	\$1,101,253.00	\$138,157.98	112.55 %
GROSS PROFIT	\$1,239,410.98	\$1,101,253.00	\$138,157.98	112.55 %
EXPENSES				
5000 Wages and Benefits				
5200 Health Insurance HSA Catch-up	59,561.30	48,000.00	11,561.30	124.09 %
5300 Payroll Taxes Employer Costs	14,603.07	15,529.00	-925.93	94.04 %
5350 PERS Employer Costs	48,873.09	58,798.00	-9,924.91	83.12 %
5405 Administration Salaries	97,320.09	94,390.00	2,930.09	103.10 %
5405.1 Admin Salaries-Allocate to UC	-8,086.00	-11,340.00	3,254.00	71.31 %
Total 5405 Administration Salaries	89,234.09	83,050.00	6,184.09	107.45 %
5410 Ambulance Operations Wages	279,362.15	299,741.00	-20,378.85	93.20 %
5430 Merit Pay	16,404.00	16,404.00	0.00	100.00 %
5500 Work Comp Insurance Annual Payment	39,866.62	15,475.00	24,391.62	257.62 %
Total 5000 Wages and Benefits	547,904.32	536,997.00	10,907.32	102.03 %
6000 Ambulance Operations				
6030 Medical Director Fee-non AHUC	18,900.00	18,900.00	0.00	100.00 %

		TOTAL			
		ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6040 Dispatch Services	Sonoma Co. Reimbursement	4,852.00	15,510.00	-10,658.00	31.28 %
6100 Station/Crew Expenses					
5100 Uniforms & Med Tests		3,729.63	2,500.00	1,229.63	149.19 %
6110 Supplies, Rental, Cleaning etc		4,862.42	10,900.00	-6,037.58	44.61 %
6210 Vehicle Repair & Maintenance	Unexpected Repairs	10,258.27	7,500.00	2,758.27	136.78 %
6240 Vehicle Fuel		4,898.28	7,500.00	-2,601.72	65.31 %
6410 Radios & Comm Equip		2,551.49	4,050.00	-1,498.51	63.00 %
6510 Medical Supplies & Equipment		13,970.13	14,450.00	-479.87	96.68 %
Total 6100 Station/Crew Expenses		40,270.22	48,900.00	-8,629.78	85.86 %
6980 Misc. Employee Training Expense		469.70	5,050.00	-4,580.30	9.30 %
Total 6000 Ambulance Operations		64,491.92	86,360.00	-21,868.08	74.68 %
6700 Overhead/Administration					
6180 Utilities		5,112.11	6,000.00	-887.89	85.20 %
6188 Telephone		3,909.09	6,000.00	-2,090.91	65.15 %
6300 Insurance		8,135.00	8,175.00	-40.00	99.51 %
6713 Ambulance Billing	Commission Based on Revenue	22,916.89	16,516.00	6,400.89	138.76 %
6718 Office Supp/Equip/Software		1,291.83	2,650.00	-1,358.17	48.75 %
6720 Board Expenses		-72.00	2,500.00	-2,572.00	-2.88 %
6730 Consultants					
6734 IT		585.00	3,375.00	-2,790.00	17.33 %
6737 Financial/Bookkeeping	Audit related exp's	8,474.50	7,000.00	1,474.50	121.06 %
6738 Legal	Consulting	5,905.50	5,000.00	905.50	118.11 %
6740 Audit			0.00	0.00	
6741 Tax Administration		5,118.44	5,173.00	-54.56	98.95 %
Total 6730 Consultants		20,083.44	20,548.00	-464.56	97.74 %
6742 Bank/Merchant Fees	Loc Fees	1,780.38	500.00	1,280.38	356.08 %
6755 Property Tax Administration			15,107.00	-15,107.00	
6760 Education/Professional Dev			1,250.00	-1,250.00	
6765 Election Costs/Reserve			5,000.00	-5,000.00	
6770 Dues, Subscriptions, Membership	LAFCO Annual	5,702.00	2,250.00	3,452.00	253.42 %
6788 Printing & Reproduction			1,000.00	-1,000.00	
6795 Travel/Transportation		673.88	750.00	-76.12	89.85 %
6970 Community Dev/Training		694.97	2,250.00	-1,555.03	30.89 %
Total 6700 Overhead/Administration		70,227.59	90,496.00	-20,268.41	77.60 %
7000 Urgent Care					
7011 Admin Salaries-Alloc to UC		8,086.00	11,340.00	-3,254.00	71.31 %
7050 UC Contract		312,378.00	312,369.00	9.00	100.00 %
Total 7000 Urgent Care		320,464.00	323,709.00	-3,245.00	99.00 %
8000 Interest Expense		2,121.41	2,043.00	78.41	103.84 %
9500 Depreciation Expense		41,659.52	40,396.00	1,263.52	103.13 %
Total Expenses		\$1,046,868.76	\$1,080,001.00	\$-33,132.24	96.93 %
NET OPERATING INCOME		\$192,542.20	\$21,252.00	\$171,290.20	%
OTHER EXPENSES					
Other Miscellaneous Expense		0.00		0.00	
Total Other Expenses		\$0.00	\$0.00	\$0.00	0.00%
NET OTHER INCOME		\$0.00	\$0.00	\$0.00	0.00%
NET INCOME		\$192,542.20	\$21,252.00	\$171,290.20	%

CLSD AMBULANCE RUN DATA (Month/Cumulative)

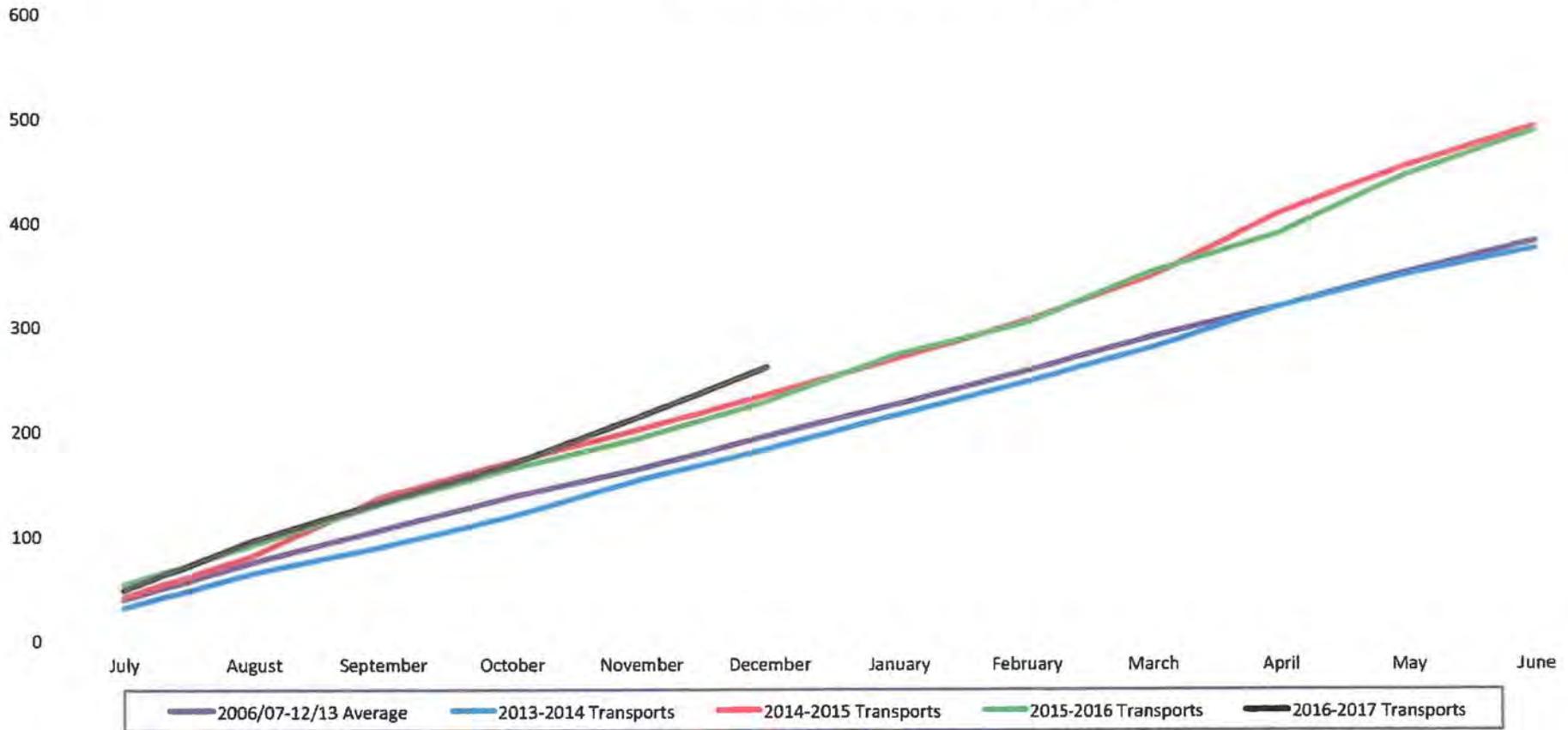
Monthly Transports	July	August	September	October	November	December	January	February	March	April	May	June
2006/07-12/13 Average	38	36	32	32	27	31	31	31	33	30	33	30
2013-2014 Transports	30	33	26	29	35	29	33	31	34	40	30	26
2014-2015 Transports	40	41	55	34	31	32	36	35	45	59	47	38
2015-2016 Transports	52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

Monthly Transport Volume by Fiscal Years



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

Cumulative Transport Volume by Fiscal Years



CLSD RUN DATA for the PRECEEDING 12 MONTHS

MONTH	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	
MOST CURRENT ON TOP	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
16-Dec	95	67	92	57	32	29	6	3	18	6	3	2	48	35	7	5	25	10	10	14	4	2	1	1	3	4	4	0
16-Nov	89	66	58	42	33	19	2	2	12	9	1	0	45	28	5	4	27	24	15	12	5	4	1	2	5	2	6	2
16-Oct	83	72	57	50	24	28	4	2	13	6	1	1	37	34	6	7	22	22	20	16	3	4	0	0	2	5	5	2
16-Sep	74	82	56	50	25	30	1	2	12	9	0	0	37	39	4	5	15	20	19	8	1	4	0	0	8	7	8	2
16-Aug	90	78	61	61	35	31	3		12	10	2		47	41	8	10	23	14	10	16	6	5	1	3	6	8	5	2
16-Jul	106	96	71	82	30	36	7	7	17	16	1	1	47	52	9	10	31	14	17	16	5	1	1	2	6	7	6	2
16-Jun	90	80	63	57	26	32	6		16	6	2		42	38	8		18	23	23	12	1	3			3	8	4	
16-May	101	92	77	73	32	39	10		25	8	0		57	47	5		24	28	10	16	3	4	2	1	6	7	10	1
16-Apr	67	93	57	80	23	45	6		15	14	0		38	59	5		13	32	13	18	1	4	1	0	5	7	6	1
16-Mar	91	69	70	62	31	31	6		18	14	0		49	45	5		20	12	13	11	2	5	1	3	7	3	7	3
16-Feb	59	66	47	48	18	22	8		11	13	0		29	35	4		12	21	10	9	1	2	0	1	2	0	0	1
16-Jan	83	79	68	62	34	26	4		12	10	1		46	36	6		15	24	16	19	5	5		1	4	10	5	1
	1028	940	777	724	343	368	63	16	181	121	11	4	522	489	72	41	245	244	176	167	37	43	8	14	57	68	66	17
	A/O		PCR		ALS		ALS>BLS		BLS		BLS>ALS		TOTAL		LZ		DRY RUN		T&R		TO RCMS				FROM RCMS			

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

Last update Jan14, 2017