

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 June 28th, 2021 – 4 PM**<<<

Board meetings will also be available via teleconference.

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m116b40eadbd9116b2580211ded5cbfa6>

1. Call to Order Beaty
2. Adoption of the agenda Beaty
3. Minutes Approval:
 - a. May 24th Board Meeting Beaty
4. Privilege of the floor Beaty
5. Old Business
 - a. Preliminary Budget FY22 Resolution 274 Crowl
6. Reports:
 - a. RCMS updates Tilles
 - b. Finance: YTD Tilles/Crowl
 - i. Ambulance revenue – Wittman YTD
 - ii. Expenses
 - c. Communication Committee Bower/André
 - i. Branding/New Ambulance Delivery
 - d. Ad Hoc HR/Personnel Committee Paterson
 - i. HR and Job Descriptions Update
 - ii. CLSD Website Update
7. DA / Ops report Crowl
 - a. Ambulance run data/CLSD Activity
 - b. IGT, GEMT, and GEMT-QAF update
 - c. Captain Summary Report – read in advance and will have Q & A
8. Shout out: Open
9. Closed Session Beaty
 - a. District Administrator Assessment
10. **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:
July 26th, 2021
August 23rd, 2021
September 27th, 2021
11. Adjourn



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

4:00 PM, May 24th, 2021 Meeting

This meeting was held by teleconference.

Call to Order: President Beaty called the meeting to order at 4:01 PM at the Bill Platt Training Room. Present were Directors: André, Bower, Schwartz. Also present: District Administrator Dave Crowl, Ops Captain Bronwyn Golly, Training Captain Chris Ottolini, Bookkeeper Clara Frost.

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

Approval of Minutes: Director Schwartz moved to approve the April 26th 2021 meeting and was seconded by Director Tittle. All ayes.

Privilege of the Floor: none.

New Business:

- a. Preliminary Budget FY22: Major changes include revenue more accurately reflected at \$75k/month as opposed to the \$55k/month budgeted last year. COLA raises, staffing a 2nd out EMT and adding benefits for part time employees contribute to an increase in this year's budgeted expenses.

Old Business:

- a. BOD Goals: See packet pg 3-5.

Reports:

- a. RCMS updates: Preliminary budget includes investing money into the staff.
- b. Finance: YTD
 - i. Ambulance Revenue – Wittman YTD: Net payments for March 2020 totaled \$37,433 and the A/R balance is \$469,328.
 - ii. Expenses – Budgeted expenses are within range.
- c. Communication Committee:
 - i. Branding: Directors André and Bower presented their idea to the staff and were provided with valuable information and feedback.
- d. Ad Hoc HR/Personnal Committee: Dave and Bronwyn are working on SOPs.

DA / Ops report:

- a. Ambulance Run data – April had 72 billable incidents with 45 transports. Cumulative are 552 billable incidents with 429 transports.
- b. IGT and GEMT-QAF update: IGT payment made and waiting for return.
- c. DA/Ops Summary Report- See packet pg 12

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

- June 28th
- July 26th
- August 23rd

Adjournment: Director Schwartz motioned to adjourn at 5:32 PM seconded by Director Bower. All ayes.

Minutes Approved:

_____(Date)_____

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

	<u>Jul '21 - Jun 22</u>	<u>Jul '20 - Jun 21</u>
Ordinary Revenue/Expense		
Revenue		
4000 · CLSD Special Taxes		
4001 · Mendocino County Taxes		
4004 · Mendocino Ambulance Tax	665,639.00	664,839.00
4009 · Mendocino Urgent Care Tax	438,096.00	437,340.00
4010 · Mendocino Ad Valorem Tax	105,750.00	105,750.00
Total 4001 · Mendocino County Taxes	<u>1,209,485.00</u>	<u>1,207,929.00</u>
4002 · Sonoma County Taxes		
4024 · Sonoma Ambulance Tax	521,123.00	521,123.00
4029 · Sonoma Urgent Care Tax	393,902.00	393,902.00
4030 · Sonoma County Special Tax ¹	0.00	28,087.00
Total 4002 · Sonoma County Taxes	<u>915,025.00</u>	<u>943,112.00</u>
Total 4000 · CLSD Special Taxes	<u>2,124,510.00</u>	<u>2,151,041.00</u>
4100 · Interest Revenue	0.00	0.00
4200 · Ambulance Revenue		0.00
4201 · Amb Transport Billings	792,366.00	650,000.00
Total 4200 · Ambulance Revenue²	<u>792,366.00</u>	<u>650,000.00</u>
4400 · Miscellaneous Revenue	20,000.00	0.00
4420 GEMT		20,000
4410 · Intergovermntl Transport(IGT)	383,000.00	250,000.00
4500G · Training Grant Revenue ³	211,260.00	156,245.00
Total Revenue	<u>3,386,876.00</u>	<u>3,227,286.00</u>
Expense		
5000 · Wages and Benefits		
5200 · Health Insurance	174,000.00	142,296.00
5300 · Payroll Taxes Emplr Costs	46,325.00	33,629.00
5350 · PERS Employer Costs	194,050.00	179,855.00
5351 · PERS Emplr Cost GASB68 Adj	0.00	0.00
5405 · Administration Salaries		
5405.1 · Admin Salaries-Alloc/UC	-31,998.00	-30,848.00
5405 · Administration Salaries - Other	370,327.00	345,805.00
Total 5405 · Administration Salaries	<u>338,329.00</u>	<u>314,957.00</u>
5410 · Ambulance Operations Wages	1,034,981.00	902,023.00
5430 · Extra Duty/Stipend Pay	31,940.00	56,446.00
5500 · Work Comp Insurance	37,206.00	58,531.00
Total 5000 · Wages and Benefits⁴	<u>1,856,831.00</u>	<u>1,687,737.00</u>
5000G · Wages & Benefits-Training Grant		
5200G · Heath Insurance	12,000.00	11,352.00
5300G · Payroll Taxes Emplr Costs	5,002.00	8,437.00
5350G · PERS Employer Costs	14,823.00	8,784.00
5405G · Administration Salaries ⁵	100,086.00	68,702.00
5410G · Ambulance Operations Wages	45,535.00	30,793.00
5500G · Work Comp Insurance	2,414.00	1,469.00
Total 5000G · Wages & Benefits-Training Gra...	<u>179,860.00</u>	<u>129,537.00</u>
6000 · Ambulance Operations		
6030 · Med. Director Fee-non AHUC	37,800.00	37,800.00
6040 · Dispatch Services	23,122.00	23,122.00
6100 · Station/Crew Expenses		0.00
5100 · Uniforms & Med Tests	5,000.00	7,500.00
6101 · Facilitiy Repair & Maintenance	5,000.00	7,500.00
6102 · Facility Furniture	0.00	0.00

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

	<u>Jul '21 - Jun 22</u>	<u>Jul '20 - Jun 21</u>
6110 · Supps, Rental, Clean. etc	7,500.00	7,500.00
6210 · Veh. Repair & Maintenance	22,500.00	22,500.00
6240 · Vehicle Fuel	25,000.00	25,000.00
6410 · Radios & Comm Equip		
6410.1 · ATT Tower Lease	750.00	750.00
6410 · Radios & Comm Equip - Other	0.00	3,000.00
Total 6410 · Radios & Comm Equip	750.00	3,750.00
6510 · Medical Supplies & Equip	40,750.00	40,000.00
Total 6100 · Station/Crew Expenses	106,500.00	113,750.00
6980 · Misc. Employee Train. Exps	7,500.00	7,500.00
Total 6000 · Ambulance Operations	174,922.00	182,172.00
6000G · Training Grant Operations		
6100G · T.Grant Station/Equipment/Train		
6101G · A/V System Equipment	0.00	3,250.00
6102G · Training Room Equipment	6,000.00	4,100.00
6103G · Training Equipment	5,000.00	2,250.00
6110G · CPR Training Equipment	3,500.00	800.00
6210G · Responder Training Bag Equip	2,400.00	2,400.00
6240G · EMR & EMT Textbooks	12,000.00	4,007.00
Total 6100G · T.Grant Station/Equipment/T...	28,900.00	16,807.00
Total 6000G · Training Grant Operations	28,900.00	16,807.00
66000 · Payroll Expenses	0.00	0.00
6700 · Overhead/Administration		
6180 · Utilities	15,000.00	14,000.00
6188 · Telephone	6,500.00	6,500.00
6300 · Insurance	17,950.00	17,950.00
6713 · Ambulance Billing	50,000.00	39,000.00
6714 · GEMT QAF Expense	7,500.00	14,025.00
6718 · Office Supp/Equip/Software		
6718.1 · Office Supplies	3,000.00	3,000.00
6718.2 · Computer Equipment	0.00	5,000.00
6718.3 · Software	4,000.00	4,000.00
Total 6718 · Office Supp/Equip/Software	7,000.00	12,000.00
6720 · Board Projects	15,000.00	25,000.00
6730 · Consultants		
6731 · Administration	0.00	0.00
6734 · IT	6,500.00	6,500.00
6735 · EMS Survey	3,500.00	3,500.00
6737 · Financial/Bookkeeping	9,000.00	9,000.00
6738 · Legal	5,000.00	5,000.00
6739 · Policy Development	1,500.00	0.00
6740 · Audit	9,000.00	9,500.00
6741 · Tax Administration - NBS	12,000.00	12,000.00
Total 6730 · Consultants	46,500.00	45,500.00
6742 · Bank/Merchant Fees	1,700.00	1,700.00
6755 · Property Tax Admin	17,500.00	17,500.00
6760 · Education/Professional Dev	1,500.00	5,000.00
6765 · Election Costs/Reserve	0.00	0.00
6770 · Dues, Subscrip, Membership	19,000.00	15,000.00
6788 · Printing & Reproduction	1,500.00	3,000.00
6795 · Travel/Transportation	1,500.00	5,000.00
6970 · Community Dev/Training	7,500.00	7,500.00
Total 6700 · Overhead/Administration	205,650.00	228,675.00

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

	<u>Jul '21 - Jun 22</u>	<u>Jul '20 - Jun 21</u>
6700G · Overhead/Administration-T.Grant		
6730G · Consultants		
6732G · EAP - Employee Assist Prog	2,500.00	2,500.00
Total 6730G · Consultants	2,500.00	2,500.00
6795G · Travel & Conferences	1,260.00	6,951.00
6970G · Meals (annual conference)	0.00	450.00
Total 6700G · Overhead/Administration-T.Gr...	3,260.00	9,901.00
6971 · IGT	133,000	0.00
7000 · Urgent Care		
7011 · Admin Salaries-Alloc to UC	31,998.00	30,848.00
7050 · UC Contract	800,000.00	800,000.00
Total 7000 · Urgent Care	831,998.00	830,848.00
8000 · Interest Expense	800.00	0.00
9000 · Other Expenses	0.00	0.00
9500 · Depreciation Expense	105,415.00	105,415.45
Total Expense	3,386,876.00	3,191,092.45
Net Ordinary Operating Surplus	0.00	36,193.55
Net Revenue	0.00	36,193.55

Coast Life Support District P&L Budget Summary FY22

1. **4030 – Sonoma County Special Tax:** This was a proposed sales tax for EMS in Sonoma County. Taxing measure did not pass and will not realize the projected funds from FY21 Budget. Set at 0 for FY22.
2. **42000 – Ambulance Revenue:** Ambulance revenue is projected to be at \$850,000 for end of FY21. This reflects additional reimbursement of the GEMT QAF (Ground Emergency Medical Transport Quality Assurance Fee). This is projected to continue for FY22. Adjustment of projected revenue from \$650,000 to \$792,366 has been made to reflect this.
3. **4500G – Training Grant:** Training Grant revenue exceeds \$200,000 training grant due to difference in grant cycle and Fiscal Year. The Training Grant cycle is September 1 to August 31. We will realize additional funds from previous grant cycle started in September 2020.
4. **Total 5000 – Wages and Benefits:** FY21 Budget showed \$1,687,737 compared to the proposed increase for FY22 to \$1,856,831. This is a 10% increase in wages and benefits for the year. This includes 3% Cost of Living Adjustment (COLA), 3% step increase for performance evaluation, 2.8% increase in staffing for M122 and 1.2% increase for benefited halftime employees.
5. **5405G – Administration Salaries:** The Training Captain's salary has been wholly covered by the Training Grant during FY22. The salary had only been funded 80% by the Training Grant during FY21.

COAST LIFE SUPPORT DISTRICT

**RESOLUTION No: 274
ADOPTION OF THE FINAL BUDGET FOR FISCAL YEAR 2022**

WHEREAS, Coast Life Support District Board of Directors, Finance Committee and Staff have reviewed the current financial position for the past year, and

WHEREAS, the District has a need to maximize its revenues, including maintaining the benefit assessment special tax rates as approved by the voters for Emergency Medical Services, and

WHEREAS, the District has reviewed the Ambulance billing charges, in order to maximize revenue while maintaining rates consistent with medical cost inflation,

WHEREAS, the District will require the full assessment as authorized for Urgent Care services in order to fully fund the current program and provide adequate funds for development of the presently envisioned Urgent Care program and any other authorized use, and

WHEREAS, Reserve funding should remain at present levels to support contingencies and capital replacement requirements, and

WHEREAS, Coast Life Support District anticipates Revenues of the following:

Sonoma County	\$ 915,025
Mendocino County	\$ 1,209,485
Ambulance Billings	\$ 792,366
Miscellaneous	<u>\$ 470,000</u>
Total Budgeted Revenue	\$ 3,386,876

WHEREAS, the following Expenditures will provide the resources necessary to meet the established objectives for the next Fiscal Year:

Ambulance Operations	\$ 2,240,513
Administration & Overhead	\$ 208,950
Urgent Care Program	\$ 831,998
Interest & Depreciation	<u>\$ 105,415</u>
Total Budgeted Expenditures	\$ 3,386,876

BE IT RESOLVED that the Board of Directors authorize its Officers, Administrator and Staff to make expenditures necessary to operate the Ambulance service and all Authorized programs,

BE IT FURTHER RESOLVED that the Board of Directors authorized the above amounts for the Coast Life Support District's Budget for Fiscal Year 2022.

The above resolution was introduced by Director Schwartz, who moved its adoption, seconded by Director Beaty, and passed and adopted on this 28th day of September, 2020 by the following roll call vote:

Directors:	André	Aye	No	Abstain	Absent
	Beaty	Aye	No	Abstain	Absent
	Bower	Aye	No	Abstain	Absent
	Paterson	Aye	No	Abstain	Absent
	Schwartz	Aye	No	Abstain	Absent
	Tilles	Aye	No	Abstain	Absent
	Tittle	Aye	No	Abstain	Absent

Ayes: Noes: Abstain: Absent:

WHEREUPON, the President declared the foregoing RESOLUTION adopted and SO ORDERED.

Naomi Schwartz, Secretary

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													
MAY '20	44	\$ 178,031	\$ 89,447	\$ 30,422	\$ 778	\$ 57,384	\$ 71,715	\$ 196	\$ 71,519	\$ -	\$ -	\$ 306	\$ 432,943
FY21													
JULY '20	60	\$ 234,039	\$ 100,164	\$ 39,824	\$ 11,326	\$ 82,725	\$ 53,954	\$ 250	\$ 53,704	\$ 9,460	\$ 3,477	\$ 243	\$ 405,260
AUG '20	55	\$ 250,373	\$ 110,193	\$ 38,146	\$ 4,986	\$ 97,048	\$ 71,580	\$ 1,154	\$ 70,426	\$ -	\$ (0.19)	\$ -	\$ 431,882
SEPT '20	61	\$ 252,324	\$ 96,311	\$ 43,517	\$ 7,999	\$ 104,497	\$ 68,602	\$ -	\$ 68,602	\$ -	\$ 4,929	\$ -	\$ 462,848
OCT '20	58	\$ 253,498	\$ 99,962	\$ 39,992	\$ 2,269	\$ 111,276	\$ 70,665	\$ -	\$ 70,665	\$ -	\$ -	\$ -	\$ 503,459
NOV '20	48	\$ 204,221	\$ 75,028	\$ 47,860	\$ 2,579	\$ 78,754	\$ 95,678	\$ -	\$ 95,678	\$ -	\$ -	\$ 96	\$ 486,631
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

MAY '20	44	\$ 178,031	\$ 89,447	\$ 30,422	\$ 778	\$ 57,384	\$ 71,715	\$ 196	\$ 71,519	\$ -	\$ -	\$ 306	\$ 432,943
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FY To Date	609	\$ 2,423,709	\$ 1,030,664	\$ 447,640	\$ 85,980	\$ 859,425	\$ 676,893	\$ 13,359	\$ 663,534	\$ 49,578	\$ 32,971	\$ 511
Last 12 Months	653	\$ 2,601,741	\$ 1,120,111	\$ 478,062	\$ 86,758	\$ 916,809	\$ 748,608	\$ 13,556	\$ 735,052	\$ 49,578	\$ 32,971	\$ 817

Monthly Average FY To Date	55	\$ 220,337	\$ 93,697	\$ 40,695	\$ 7,816	\$ 78,130	\$ 61,536	\$ 1,214	\$ 60,321	\$ 4,507	\$ 2,997	\$ 46
Monthly Average Last 12 Months	54	\$ 216,812	\$ 93,343	\$ 39,839	\$ 7,230	\$ 76,401	\$ 62,384	\$ 1,130	\$ 61,254	\$ 4,131	\$ 2,748	\$ 68

AGING (299)							
Month	Current (72)	31-60 (48)	61-90 (32)	91-120 (20)	121-180 (22)	180+ (105)	Balance
APR	\$ 89,865	\$ 60,045	\$ 55,334	\$ 41,498	\$ 61,804	\$ 194,240	\$ 502,786

CMS TRANSPORTS ON -HOLD		
TOTAL	\$ 2,883.04	MAY

Coast Life Support District Profit & Loss Budget Overview FY21 July 2020 through May 2021

	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes	2,186,953.69	1,971,787.58	215,166.11	110.9% ¹
4100 · Interest Revenue	43.53	0.00	43.53	100.0%
4200 · Ambulance Revenue	831,914.73	595,833.33	236,081.40	139.6% ²
4400 · Miscellaneous Revenue	67,900.02	0.00	67,900.02	100.0%
4410 · Intergovermntl Transport(IGT)	0.00	229,166.67	-229,166.67	0.0%
4420 · Ground Emerg Med Transport	0.00	18,333.33	-18,333.33	0.0%
4421 · GEMT QAF Income	0.00	0.00	0.00	0.0%
4500G · Training Grant Revenue	157,045.50	143,224.59	13,820.91	109.6% ³
Total Revenue	3,243,857.47	2,958,345.50	285,511.97	109.7%
Expense				
	3,075,983.31	2,925,376.43	150,606.88	105.1% ⁴
Net Ordinary Operating Surplus	167,874.16	32,969.07	134,905.09	
Net Revenue	167,874.16	32,969.07	134,905.09	

1. 4000 -CLSD Parcel Tax is showing higher than budget due to recieving higher payment for Mendo & Sonoma Co. in April. By end of the FY21 this should be closer to anticapated Budget.
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2. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L)
.....
3. Training Grant - reimbursement of Services, payroll, employer taxes, training equipment.
Revenues represents accual grant expenses (invoiced) to the Training Grant.
Some expenses (ex: Training Equipement ~22k) were purchases at the begining of the Grant and are showing higher than budgeted. Seeing the gap close as we get closer to end of FY21. Will continue to monitor expenses.
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4. 5000-wages & benifis
5300-Payroll taxes:Payroll Taxes - Higher than normal due to transition of District Administrators, DA step increase, retention salary. Also, there were three pay periods in July and Dec FY21. Jan FY21 Prior DA Retired and CLSD should see this decrease. Seeing a Decrease as we end FY21
5405-Admin Salary:Higher than normal due to the New DA Step increase and retention salary.The Opt's Manager's Ambulance Wage not spilt out from his Admin Salary (Budgeted to 5410), as well as, three pay periods in July & Dec FY21. Increase hours for Grant prep and maintenace. Prior DA has retired in Jan FY21 and CLSD should start seeing a decrease. In Mar we have seen this decrease (Total Wage & Benefits in Feb: \$47,820.35 & Mar \$34,152.39= -\$13,668.11). Seeing a decrease from last month and as we end the FY21
5430-Some expense not yet realized.
5500-Work Comp Insurance: billing based on the Annual SDRMA-WC PAYROLL RECONCILIATION REPORT. Billing adjustments (charges/credits) are made based on those finding. Recieved a rebate/refund of 5,489.04 in Oct. (based on Annual PR Reconciliation). An increase to wages in FY21 (Operations and REMSTC Grant) are expected. Part of the Work Comp is being coded to the Training Grant.
Purchase of Training Grant equipment hit in Dec.(Reimbursed by the Training Grant) Bugeted expense are split over 12 months FY21
Provider Match and Fee ~133k incld here. Revenue not yet realized.
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Coast Life Support District
Profit & Loss Budget Overview FY21
July 2020 through May 2021



	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes	2,186,953.69	1,971,787.58	215,166.11	110.9%
4100 · Interest Revenue	43.53	0.00	43.53	100.0%
4200 · Ambulance Revenue	831,914.73	595,833.33	236,081.40	139.6% ¹
4400 · Miscellaneous Revenue	67,900.02	0.00	67,900.02	100.0%
4410 · Intergovernmental Transport(IGT)	0.00	229,166.67	-229,166.67	0.0% ²
4420 · Ground Emerg Med Transport	0.00	18,333.33	-18,333.33	0.0% ³
4421 · GEMT QAF Income	0.00	0.00	0.00	0.0%
4500G · Training Grant Revenue	157,045.50	143,224.59	13,820.91	109.6% ⁴
Total Revenue	3,243,857.47	2,958,345.50	285,511.97	109.7%
Expense				
5000 · Wages and Benefits	1,574,032.57	1,547,092.26	26,940.31	101.7% ⁵
5000G · Wages & Benefits-Training Grant	130,763.39	118,742.25	12,021.14	110.1%
6000 · Ambulance Operations	169,224.64	166,991.00	2,233.64	101.3%
6000G · Training Grant Operations	23,782.11	15,406.41	8,375.70	154.4% ⁶
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
6700 · Overhead/Administration				
6180 · Utilities	15,572.91	12,833.34	2,739.57	121.3%
6188 · Telephone	6,377.08	5,958.33	418.75	107.0%
6300 · Insurance	16,447.00	16,454.16	-7.16	100.0%
6713 · Ambulance Billing	30,197.98	35,750.00	-5,552.02	84.5%
6714 · GEMT QAF Expense	14,858.00	12,856.25	2,001.75	115.6%
6718 · Office Supp/Equip/Software	9,377.78	11,000.00	-1,622.22	85.3%
6720 · Board Projects	6,519.72	22,916.67	-16,396.95	28.4% ⁷
6730 · Consultants	38,381.67	41,708.35	-3,326.68	92.0% ⁸
6742 · Bank/Merchant Fees	1,860.76	1,558.34	302.42	119.4%
6755 · Property Tax Admin	21,680.79	16,041.67	5,639.12	135.2%
6760 · Education/Professional Dev	3,425.95	4,583.33	-1,157.38	74.7%
6765 · Election Costs/Reserve	326.40	0.00	326.40	100.0%
6770 · Dues, Subscrip, Membership	9,695.71	13,750.00	-4,054.29	70.5%
6788 · Printing & Reproduction	1,382.71	2,750.00	-1,367.29	50.3%
6790 · Community Dev/Training	7,086.14	6,875.00	211.14	103.1%
6795 · Travel/Transportation	0.00	4,583.33	-4,583.33	0.0% ⁹
Total 6700 · Overhead/Administration	183,190.60	209,618.77	-26,428.17	87.4%
6700G · Overhead/Administration-T.Grant	2,500.00	9,284.25	-6,784.25	26.9%
6971 · IGT	133,355.00	0.00	133,355.00	100.0% ¹⁰
7000 · Urgent Care	761,610.66	761,610.66	0.00	100.0%
8000 · Interest Expense	893.51	0.00	893.51	100.0%
9000 · Other Expenses	0.00	0.00	0.00	0.0%
9500 · Depreciation Expense	96,630.83	96,630.83	0.00	100.0%
9999 · Prior Period Adjustment	0.00	0.00	0.00	0.0%
Total Expense	3,075,983.31	2,925,376.43	150,606.88	105.1%
Net Ordinary Operating Surplus	167,874.16	32,969.07	134,905.09	
Net Revenue	167,874.16	32,969.07	134,905.09	

Coast Life Support District Profit & Loss Budget Overview FY21 July 2020 through May 2021

1. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L)
.....
2. IGT Receivable: the amount receivable for IGT/transports historically will not reflect until later in FY21
.....
3. GEMT Receivable: the amount receivable for IGT/transports historically will not reflect until later in FY21
.....
4. Training Grant - reimbursement of Services, payroll, employer taxes, training equipment.
Revenues represents accrual grant expenses (invoiced) to the Training Grant.
Some expenses (ex: Training Equipment ~22k) were purchases at the beginning of the Grant and are showing higher than budgeted. Seeing the gap close as we get closer to end of FY21. Will continue to monitor expenses.
.....
5. Admin Salary: Higher than normal due to the New DA Step increase and retention 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 & Dec FY21. Increased hours to handle Grant . Prior DA has retired in Jan FY21 and CLSD should start seeing a decrease. In Mar we have seen this decrease (Total Wage & Benefits in Feb: \$47,820.35 & Mar \$34,152.39= -\$13,668.11). Continues to decrease the closer to end of FY21. Apr was \$33,854.66-May \$13,820.19=\$20,034.47 decrease.
.....
6. Training Grant Amb Ops Wages are more heavy upfront (multiple classes being held at this time). By Summer we should see a lull and balance out. Purchase of Training Grant equipment hit in Dec.(Reimbursed by the Training Grant) Budgeted expense are split over 12 months FY21 Seeing this decrease as we end the FY21
.....
7. DA Recruitment- New DA in place. expenses complete. Budget also included New "BRANDING" -in pending status.
.....
8. CPA for the Close of FY20 invoice not yet realized. Expect before the end of FY21.
.....
9. Expenses put on hold due to COVID-19
.....
10. Provider Match and Fee
.....

CLSD RUN DATA for the PRECEEDING 12 MONTHS

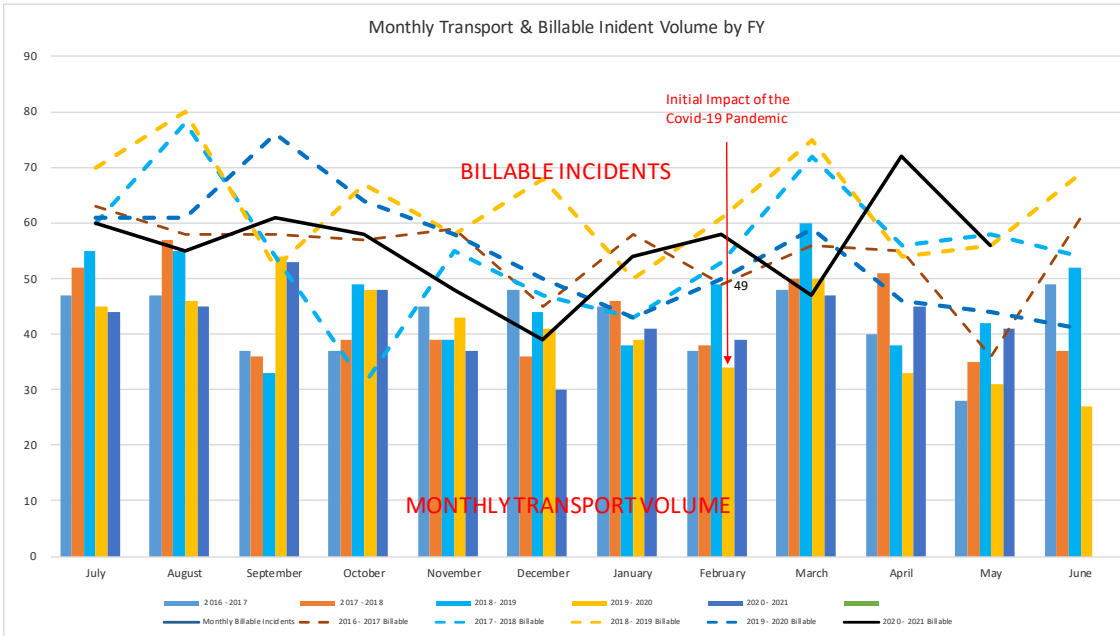
ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

MONTH <small>MOST CURRENT ON TOP</small>	INCIDENT		PCR		RESIDEN		ALS		DAYTIME		NIGHT		TOTAL		LANDING		DRY RUN		T&R		TO RCMS		FROM RCMS			
	Dispatched calls		PATIENT CARE RECORD		RESI-DENT	NON RES	ADVANCED LIFE SUPPORT		9:00 AM TO 9:00 PM		9:00 PM TO 9:00 AM		TRANSPORTS			CANCELLED ON ROUTE			ALS		ALS		BLS			
	Current	Year Prior	Current	Year Prior	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
21-May	74	67	56	38	43	13	31	29	57		16		41	30	10	7	17	18	15	27	0	1	6	10	1	1
21-Apr	88	65	72	44	67	5	37	31	67		21		45	33	7	4	18	10	27	11	1	1	10	6	1	2
21-Mar	61	73	47	61	44	3	47	47	43		18		47	49	6	6	14	10	15	10	1	3	7	14	0	0
21-Feb	80	69	59	47	49	9	49	30	55		25		39	34	5	1	18	16	20	16	1	1	5	11	0	0
21-Jan	67	64	54	49	29	12	41	30	64		3		41	39	7	6	17	14	13	11	5	1	3	8	0	0
20-Dec	60	67	43	51	37	2	30	36	43		17		30	40	5	4	18	7	13	11	0	1	5	10	0	0
20-Nov	64	84	49	63	41	7	37	47	51		13		37	48	8	9	14	22	12	11	1	0	6	13	0	0
20-Oct	84	84	63	58	54	16	47	47	68		16		48	48	9	7	22	17	11	16	0	2	13	11	0	0
20-Sep	84	94	63	66	43	18	53	51	64		16		53	54	15	12	17	20	10	23	1	0	9	13	0	1
20-Aug	79	85	56	61	57	9	45	41	63		16		45	45	5	11	22	22	11	13	3	1	14	13	0	3
20-Jul	79	84	57	61	53	14	44	45	63		16		44	45	7	9	18	11	13	16	2	2	19	11	0	0
20-Jun	47	67	42	38	31	10	27	29					27	30	5	7	5	15	15	8	0	0	7	7	0	7
	867	903	661	637	548	118	488	463	638	0	177	0	497	495	89	83	200	182	175	173	15	13	104	127	2	14
	Dispatched		PCR		RES / NONRES		ALS		Daytime		Night		T:Transports		LZ		DRY RUN		T&R		TO RCMS		FROM RCMS			

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	45	53	48	37	30	41	39	47	45	41	

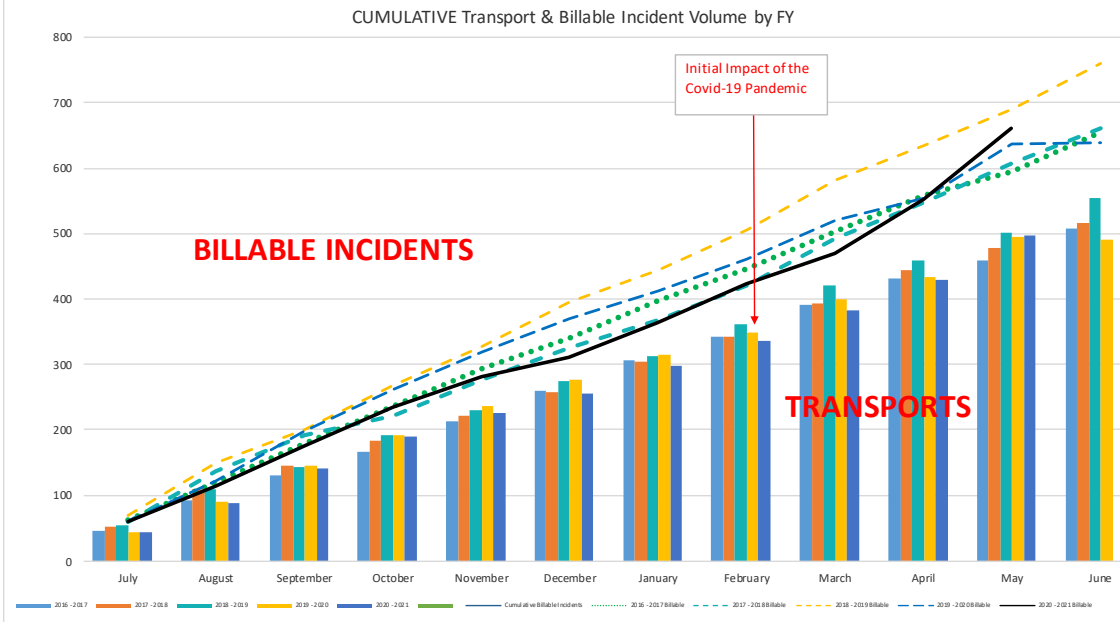
Monthly Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
2016 - 2017 Billable	63	58	58	57	59	45	58	49	56	55	36	61
2017 - 2018 Billable	60	78	54	31	55	47	43	53	72	56	58	54
2018 - 2019 Billable	70	80	52	67	58	68	50	61	75	54	56	69
2019 - 2020 Billable	61	61	76	64	58	50	43	50	59	46	44	41
2020 - 2021 Billable	60	55	61	58	48	39	54	58	47	72	56	



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	495	491
2020 - 2021	44	89	142	190	227	257	298	337	384	429	497	

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	637	639
2020 - 2021 Billable	60	115	176	234	282	311	365	423	470	552	661	



Operations and Training Captain Report June 2021

Operations Captain Report:

Deployment/Staffing

- All Paramedic and EMTs positions are filled and (knock on wood) operations are running smoothly.
- The call volume has increased slightly with the summer starting but we have been able to balance the calls between both medic units and keep our District covered.

Equipment/Vehicles

- The 2011 Sprinter went in for repairs of the Safety Restraint System (SRS) and received new brakes while being attended to.
- The 2008 Chevy went in for repairs of the brakes and was found to have a broken bracket for the suspension which was repaired also.
- The 2015 Sprinter was evaluated for a check engine light which was found to be a sensor problem. A new sensor is on order and we were advised that the ambulance can remain in service.

Training Captain Report:

- We continue to provide on-going training for our partners on the fire side through the Grant. Our positive relationship with our fire departments has grown significantly through this program.
- A training plan for ambulance operations was developed for Timber Cove Fire in anticipation of the 2006 Ford Ambulance being utilized as a resource for the department.
- The EMT class is finishing this month and we are very proud to report that 25 students have successfully completed the class. The largest in CLSD's history.
- CLSD was given the go ahead by Coastal Valleys EMS to explore different avenues to providing medical care through a Community Paramedic Program. We continue to research this possibility along with our partners at MHA and RCMS.