### 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 September 27, 2021 – 4 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=me87c4bf472939c94dd3801c82ea8d4b3

1.	Call to Order	Beaty
2.	Adoption of the agenda	Beaty
3.	Minutes Approval:  a. August 23 <sup>rd</sup> Board Meeting	Beaty
4.	Privilege of the floor	Beaty
5.	New Business	Beaty
	a. Proposed workshop regarding local housing	Paterson
6.	Old Business	
	a. Board Goals Update	Paterson
7.	Reports: a. RCMS updates b. Finance: YTD i. Ambulance revenue – Wittman YTD ii. Expenses	Tilles Crowl
	c. Communication Committee i. Branding	Bower/André
	d. Ad Hoc HR/Personnel Committee i. HR and Job Descriptions Update ii. CLSD Website Update	Paterson
8.	Other:  a. Volunteer Medical Deployment b. Captain's Report	Rosecrans Golly/Ottolini
9.	Shout out:	Open

10. **NEXT MEETINGS:** Scheduled Board of Director meetings are held routinely on the 4<sup>th</sup> Monday of the month at 4:00 PM at the CLSD Bill Platt Training Center unless otherwise noted. Upcoming meetings are:

October 25<sup>th</sup>, 2021 November 22<sup>nd</sup>, 2021 December 20<sup>th</sup>, 2021

11. Adjourn

# COAST LIFE SUPPORT DISTRICT Post Office Box 1056 • Gualala, California 95445 www.clsd.ca.gov



## MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS 4:00 PM, August 23<sup>th</sup>, 2021 Meeting

**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, Paterson, Schwartz, Tilles, Tittle. Also present: District Administrator Dave Crowl, Captain Bronwyn Golly, Captain Director Chris Ottolini, Bookkeeper Clara Frost.

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

**Approval of Minutes:** Director Tittle moved to approve the June 28<sup>th</sup> 2021 meeting and was seconded by Director Bower. All ayes.

Privilege of the Floor: none.

New Business: none.

### Reports:

- a. RCMS updates: Director Tilles briefed the board of the RCMS meetings.
- **b.** Finance: YTD
  - Ambulance Revenue Wittman YTD: Net payments total for June 2021 was \$72,141 with A/R of \$545,489.
  - ii. Expenses Expenses remain within budgeted range.
- c. MHA Quarterly Report: October meeting
- d. Communication Committee:
  - i. Branding: Director André gave a presentation of her process and findings regarding a new name for the ambulance segment of CLSD.
- e. Ad Hoc HR/Personnal Committee:
  - i. HR and Job Description Update: Committee continues to make progress
  - ii. CLSD Wedsite Update: New website designer hired and will start work in September

### Other:

- a. Captain's Report Report of operations and training operations for month of July
- b. Call of the month Heartattack call presented highlighting use of monitor
- c. BOD December Scheduled Meeting- Changed to December 20, 2021

#### Shout Out:

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

- September 27<sup>th</sup>
- October 25<sup>th</sup>
- November 22<sup>nd</sup>

Adjournment: Adjourned at 6:04 PM

Minutes Approved:				
	_(Date)	 	 	

JOINT BOARD WORKSHOP PROPOSAL DRAFT- WORKFORCE HOUSING
COAST LIFE SUPPORT DISTRICT- MENDONOMA HEALTH ALLIANCEREDWOOD COAST MEDICAL SERVICES- THE SEA RANCH ASSOCIATION
SEPTEMBER 20, 2021 REV

We, as Boards of our local health care providers, are in agreement that our community needs and wants thriving and professional medical services. Due to the challenges and demands of living in our area, it is difficult to attract and retain qualified employees. One area of particular need is affordable housing for employees.

We are proposing a joint meeting of our Boards in early 2022. The workshop would be professionally facilitated by an outside organization to best utilize the skills of all Board members. The facilitators will also do preliminary work with Boards to ascertain the most efficient use of time for the joint workshop.

### Potential areas of discussion and planning could include:

1. Current assessment of workforce housing needs.

Data from Census, Healthy Schools, MHA Health Assessment Property reports from Mendocino and Sonoma Counties Other data as needed

- 2. History of workforce housing in Mendonoma area
- 3. Examples of "best practice" in rural areas for employee or "workforce" housing
- 4. Potential funding

City, County, State, First Nation and Federal funds
Public-private partnerships
Grant funding

- 5. Role of diversity, equity and inclusion
- 6. Critical stakeholders
- 7. Potential roadblocks, deal breakers
- 8. Agreements, next steps, action plan

Submitted by Annan Paterson and Micheline White

### DRAFT 5/11/21

Specific Goal	Measurable (How will we know met?)	Attainable (Tasks, Objectives)	Relevant/ Responsible Parties (Committees, Persons Responsible)	Time Sensitive (Deadline s)	Notes
1. Complete the rebranding of ambulance service.	<ul> <li>New logo,</li> <li>website redesigned and functional,</li> <li>staff and community education provided,</li> <li>media (print, social, radio) notified.</li> </ul>	<ul> <li>A. Hire professionals to develop new logo and redesign website;</li> <li>B. Obtain staff and community input;</li> <li>C. Board approves new logo;</li> <li>D. Logo implemented on all CLSD resources;</li> <li>E. Community and staff education.</li> </ul>	Communications committee, HR Committee, DA, staff as assigned by DA	12/2021	Timelines, deadlines for tasks, Committees and Staff provide deadlines. Ask Carolyn to lead Goal 1. Tasks deadlines due to Board by June meeting.

### DRAFT 5/11/21

Specific	Measurable (How will we know met?)	Attainable (Tasks, Objectives)	Relevant (Committees, Persons Responsible)	Time Sensitive (Deadlines )	Notes
2. Complete HR Rewrite.	<ul> <li>Employee         Handbook updated         and online;</li> <li>Job descriptions         updated and         online;</li> <li>SOP updated and         online;</li> <li>DA Evaluation         process updated         and implemented;</li> <li>A-D above         reviewed and         approved by BOD</li> </ul>	A. Consult with DA regarding "ThinkHR" program to update measurables; B. HR Committee BOD members develop DA job description; C. agendize measurables for BOD approval as appropriate.	HR Committee; DA; BOD	2/2022	DA will be working with leadership staff on staff job descriptions and the HR Committee will be developing DA job description.

### DRAFT 5/11/21

Specific	Measurable (How will we know met?)	Attainable (Tasks, Objectives)	Relevant/ Persons- Committees Responsible	Time Sensitive (Deadlines)	Notes
3. Explore and define ways to expand services to better serve our community.	List of programs for CLSD's participation.	Research community paramedic programs to identify programs that may work within our community (include determining what requirements, certification, training, state approval, etc may be necessary for CLSD to provide services in any such programs);  Work with MHA & RCMS to identify which programs (existing & new) will benefit from collaboration between 2 or more of the entities;	MHA-RCMS liaisons; DA; Training Captain	Monthly BOD updates.	Tie in with our mission statement, Communication s Committee "umbrella" org chart, consider Ad Hoc Committee if indicated; agendize BOD Goals 1,2,3 every meeting.

### CLSD AMBULANCE REVENUE

	<u>A</u>		В	C	D	E	F	G	Н	I	J	K	L	M
	BILLABLE INCIDENTS	СН	IARGES	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												-		
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
JUN'21	74	\$	288,211	\$ 111,710	\$ 57,174	\$ 1,996	\$ 117,330	\$ 78,282	\$ -	\$ 78,282	\$ -	\$ -	\$ -	\$ 541,835
FY22												-		
JUL'22	67	\$	273,034	\$ 121,870	\$ 72,489	\$ 1,783	\$ 76,892	\$ 72,141	\$ -	\$ 72,141	\$ -	\$ 1,150	\$ 53	\$ 545,489
AUG'22	70	\$	273,104	\$ 143,968	\$ 49,921	\$ 12,441	\$ 66,774	\$ 69,074	\$ -	\$ 69,074	\$ 82,794	\$ 17,228	\$ 657	\$ 443,824
AUG '20	55	\$	250,373	\$ 110,193	\$ 38,146	\$ 4,986	\$ 97,048	\$ 71,580	\$ 1,154	\$ 70,426	\$ -	\$ (0.19)	\$ -	\$ 431,882
														_
FY To Date	137	\$	546,137	\$ 265,838	\$ 122,409	\$ 14,224	\$ 143,665	\$ 141,215	\$ -	\$ 141,215	\$ 82,794	\$ 18,378	\$ 711	
Last 12 Months	705	\$	2,773,645	\$ 1,197,855	\$ 549,254	\$ 85,889	\$ 940,647	\$ 770,856	\$ 11,956	\$ 758,901	\$ 122,912	\$ 47,872	\$ 979	
														-
Monthly Average FY To Date	69	\$	273,069	\$ 132,919	\$ 61,205	\$ 7,112	\$ 71,833	\$ 70,607	\$ -	\$ 70,607	\$ 41,397	\$ 9,189	\$ 355	
Monthly Average Last 12 Months	59	\$	231,137	\$ 99,821	\$ 45,771	\$ 7,157	\$ 78,387	\$ 64,238	\$ 996	\$ 63,242	\$ 10,243	\$ 3,989	\$ 82	
	•		1	AGING	(308)	•	•		]	•	•	•	•	-
M 4 b	C (70)	21	(0 (52)	(1.00.(42)		121 100 (20)	100 + (00)	D.1	1					

						AGING	(308)					
Month	Cu	rrent (70)	31	1-60 (53)	61-	-90 (42)	91-	120 (16)	121-	180 (39)	180+ (88)	Balance
AUG	\$	101,926	\$	55,067	\$	106,705	\$	11,589	\$	47,522	\$ 121,015	\$ 443,824

# Coast Life Support District Profit & Loss Budget Overview FY21

July through August 2021

4100 · Interest Revenue         0.00         0.00         0.00         0.00           4200 · Ambulance Revenue         4201 · Amb Transport Billings         124,586.69         132,061.00         -7,474.31         94.3%           Total 4200 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94.3%           4400 · Miscellaneous Revenue         3,744.91         3,333.30         411.61         112           4410 · Intergovermntl Transport(IGT)         41,666.60         41,666.60         0.00         100           4500G · Training Grant Revenue         549,707.02         564,479.20         -14,772.18         97           Expense         5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         105           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         88           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         108           6000 · Training Grant Operations         0.00         4,816.60         -4,816.60         6           6000 · Payroll Expenses         200.00         0.00         200.00         100           6700 · Overhead/Administration         29,727.09         34,275.00         -4,547.91         86		Jul - Aug 21	Budget	\$ Over Bud	% of Budget
4001 · Mendocino County Taxes         201,580.80         201,580.80         0.00         100.0%           4002 · Sonoma County Taxes         152,504.20         152,504.20         0.00         100.0%           Total 4000 · CLSD Special Taxes         354,085.00         354,085.00         0.00         0.00         100           4100 · Interest Revenue         0.00         0.00         0.00         0.00         0.00         0.00           4200 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94.3%           Total 4200 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94.3%           4400 · Miscellaneous Revenue         3,744.91         3,333.30         411.61         112           4410 · Intergovermntl Transport(IGT)         41,666.60         41,666.60         0.00         100           4500G · Training Grant Revenue         549,707.02         564,479.20         -14,772.18         95           Expense         5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         100           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         85           6000 · Ambulance Operations         31,927.59         29,153.60 <th< th=""><th>Revenue</th><th></th><th></th><th></th><th></th></th<>	Revenue				
Total 4000 · CLSD Special Taxes         354,085.00         354,085.00         0.00         100           4100 · Interest Revenue         0.00         0.00         0.00         0.00         0.00           4201 · Amb Iransport Billings         124,586.69         132,061.00         -7,474.31         94.3%           Total 4200 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94.3%           4400 · Miscellaneous Revenue         3,744.91         3,333.30         411.61         112           4410 · Intergovermtl Transport(IGT)         41,666.60         41,666.60         0.00         100           4500G · Training Grant Revenue         549,707.02         564,479.20         -14,772.18         97           Expense         5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         103           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         88           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         108           6000 · Payroll Expenses         200.00         4,816.60         -4,816.60         0           66000 · Payroll Expenses         200.00         0.00         200.00         100 <t< th=""><th></th><th>201,580.80</th><th>201,580.80</th><th>0.00</th><th>100.0%</th></t<>		201,580.80	201,580.80	0.00	100.0%
4100 · Interest Revenue         0.00         0.00         0.00         0.00           4201 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94.3%           Total 4200 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94.3%           4400 · Miscellaneous Revenue         3,744.91         3,333.30         411.61         112           4410 · Intergovermntl Transport(IGT)         41,666.60         41,666.60         0.00         100           4500G · Training Grant Revenue         549,707.02         564,479.20         -14,772.18         97           Expense         5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         100           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         88           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         108           6000G · Training Grant Operations         0.00         4,816.60         -4,816.60         60           66000 · Payroll Expenses         200.00         0.00         200.00         100           6700 · Overhead/Administration         29,727.09         34,275.00         -4,547.91         80           6971 · IGT <th>4002 · Sonoma County Taxes</th> <th>152,504.20</th> <th>152,504.20</th> <th>0.00</th> <th>100.0%</th>	4002 · Sonoma County Taxes	152,504.20	152,504.20	0.00	100.0%
4200 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94.3%           Total 4200 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94.3%           4400 · Miscellaneous Revenue         3,744.91         3,333.30         411.61         112           4410 · Intergovermntl Transport(IGT)         41,666.60         41,666.60         0.00         100           4500G · Training Grant Revenue         25,623.82         33,333.30         -7,709.48         76           Total Revenue         549,707.02         564,479.20         -14,772.18         93           Expense         5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         109           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         88           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         108           6000G · Training Grant Operations         0.00         4,816.60         -4,816.60         0           66000 · Payroll Expenses         200.00         0.00         200.00         100           6700 · Overhead/Administration -T.Grant         0.00         416.70         -416.70         0           6971 · IGT <th>Total 4000 · CLSD Special Taxes</th> <th>354,085.00</th> <th>354,085.00</th> <th>0.00</th> <th>100.0%</th>	Total 4000 · CLSD Special Taxes	354,085.00	354,085.00	0.00	100.0%
Total 4200 · Ambulance Revenue         124,586.69         132,061.00         -7,474.31         94           4400 · Miscellaneous Revenue         3,744.91         3,333.30         411.61         112           4410 · Intergovermntl Transport(IGT)         41,666.60         41,666.60         -7,709.48         76           4500G · Training Grant Revenue         25,623.82         33,333.30         -7,709.48         76           Total Revenue         549,707.02         564,479.20         -14,772.18         97           Expense         5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         108           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         85           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         109           6000G · Training Grant Operations         0.00         4,816.60         -4,816.60         (6           6000 · Payroll Expenses         200.00         0.00         200.00         100           6700 · Overhead/Administration-T.Grant         0.00         416.70         -4,547.91         86           6971 · IGT         -22,166.66         0.00         -22,166.66         100           7000 · Urgent Care		0.00	0.00	0.00	0.0%
4400 · Miscellaneous Revenue         3,744.91         3,333.30         411.61         112           4410 · Intergovermntl Transport(IGT)         41,666.60         41,666.60         0.00         100           4500G · Training Grant Revenue         25,623.82         33,333.30         -7,709.48         76           Total Revenue         549,707.02         564,479.20         -14,772.18         97           Expense         5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         100           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         86           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         109           6000G · Training Grant Operations         0.00         4,816.60         -4,816.60         (6000           6000 · Payroll Expenses         200.00         0.00         200.00         100           6700 · Overhead/Administration         29,727.09         34,275.00         -4,547.91         86           6700G · Overhead/Administration-T.Grant         0.00         416.70         -416.70         (6           6971 · IGT         -22,166.66         0.00         -22,166.66         100           7000 · Urgent Care	4201 · Amb Transport Billings	124,586.69	132,061.00	-7,474.31	94.3%
4410 · Intergovermntl Transport(IGT)         41,666.60         41,666.60         0.00         100           4500G · Training Grant Revenue         25,623.82         33,333.30         -7,709.48         76           Total Revenue         549,707.02         564,479.20         -14,772.18         97           Expense         5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         108           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         88           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         108           6000G · Training Grant Operations         0.00         4,816.60         -4,816.60         0           66000 · Payroll Expenses         200.00         0.00         200.00         100           6700G · Overhead/Administration         29,727.09         34,275.00         -4,547.91         86           6971 · IGT         -22,166.66         0.00         -22,166.66         100           7000 · Urgent Care         138,666.32         138,666.30         0.02         100           8000 · Interest Expense         0.00         133.30         -133.30         0           9000 · Other Expenses         0.00         17	Total 4200 · Ambulance Revenue	124,586.69	132,061.00	-7,474.31	94.3% 1
4500G · Training Grant Revenue         25,623.82         33,333.30         -7,709.48         76           Total Revenue         549,707.02         564,479.20         -14,772.18         93           Expense 5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         105           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         85           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         105           6000G · Training Grant Operations         0.00         4,816.60         -4,816.60         0           66000 · Payroll Expenses         200.00         0.00         200.00         100           6700G · Overhead/Administration         29,727.09         34,275.00         -4,547.91         86           6700G · Overhead/Administration-T.Grant         0.00         416.70         -416.70         0           6971 · IGT         -22,166.66         0.00         -22,166.66         100           7000 · Urgent Care         138,666.32         138,666.30         0.02         100           8000 · Interest Expense         0.00         133.30         -133.30         0           9000 · Other Expenses         17,569.20         17,569.20	4400 · Miscellaneous Revenue	3,744.91	3,333.30	411.61	112.3%
Expense 5000 · Wages and Benefits 339,383.55 309,468.50 29,915.05 109 5000G · Wages & Benefits-Training Grant 25,623.82 29,976.70 -4,352.88 85 6000 · Ambulance Operations 31,927.59 29,153.60 2,773.99 109 6000G · Training Grant Operations 0.00 4,816.60 -4,816.60 0 66000 · Payroll Expenses 200.00 0.00 200.00 100 6700 · Overhead/Administration 29,727.09 34,275.00 -4,547.91 86 6700G · Overhead/Administration-T.Grant 0.00 416.70 -416.70 0 6971 · IGT -22,166.66 0.00 -22,166.66 100 7000 · Urgent Care 138,666.32 138,666.30 0.02 100 8000 · Interest Expense 0.00 133.30 -133.30 0 9000 · Other Expenses 0.00 0.00 0.00 0.00 0.00 9500 · Depreciation Expense 17,569.20 17,569.20 0.00 100 Total Expense 560,930.91 564,475.90 -3,544.99 99 Net Ordinary Operating Surplus -11,223.89 3.30 -11,227.19		*			100.0% 76.9% <sup>2</sup>
5000 · Wages and Benefits         339,383.55         309,468.50         29,915.05         109           5000G · Wages & Benefits-Training Grant         25,623.82         29,976.70         -4,352.88         85           6000 · Ambulance Operations         31,927.59         29,153.60         2,773.99         109           6000G · Training Grant Operations         0.00         4,816.60         -4,816.60         (6000)           66000 · Payroll Expenses         200.00         0.00         200.00         100           6700 · Overhead/Administration         29,727.09         34,275.00         -4,547.91         86           6700G · Overhead/Administration-T.Grant         0.00         416.70         -416.70         (6           6971 · IGT         -22,166.66         0.00         -22,166.66         100           7000 · Urgent Care         138,666.32         138,666.30         0.02         100           8000 · Interest Expense         0.00         133.30         -133.30         (6           9000 · Other Expenses         0.00         0.00         0.00         0.00         100           9500 · Depreciation Expense         560,930.91         564,475.90         -3,544.99         98           Net Ordinary Operating Surplus         -11,223.89 <t< td=""><th>Total Revenue</th><td>549,707.02</td><td>564,479.20</td><td>14,772.18</td><td>97.4%</td></t<>	Total Revenue	549,707.02	564,479.20	14,772.18	97.4%
6000 · Ambulance Operations       31,927.59       29,153.60       2,773.99       108         6000G · Training Grant Operations       0.00       4,816.60       -4,816.60       (6         66000 · Payroll Expenses       200.00       0.00       200.00       100         6700 · Overhead/Administration       29,727.09       34,275.00       -4,547.91       86         6700G · Overhead/Administration-T.Grant       0.00       416.70       -416.70       (6         6971 · IGT       -22,166.66       0.00       -22,166.66       100         7000 · Urgent Care       138,666.32       138,666.30       0.02       100         8000 · Interest Expense       0.00       133.30       -133.30       (6         9000 · Other Expenses       0.00       0.00       0.00       0.00       100         9500 · Depreciation Expense       17,569.20       17,569.20       0.00       -3,544.99       96         Net Ordinary Operating Surplus       -11,223.89       3.30       -11,227.19       -11,227.19		339,383.55	309,468.50	29,915.05	109.7% 3
6000G · Training Grant Operations       0.00       4,816.60       -4,816.60       0         66000 · Payroll Expenses       200.00       0.00       200.00       100         6700 · Overhead/Administration       29,727.09       34,275.00       -4,547.91       86         6700G · Overhead/Administration-T.Grant       0.00       416.70       -416.70       0         6971 · IGT       -22,166.66       0.00       -22,166.66       100         7000 · Urgent Care       138,666.32       138,666.30       0.02       100         8000 · Interest Expense       0.00       133.30       -133.30       0         9000 · Other Expenses       0.00       0.00       0.00       0         9500 · Depreciation Expense       17,569.20       17,569.20       0.00       100         Total Expense       560,930.91       564,475.90       -3,544.99       96         Net Ordinary Operating Surplus       -11,223.89       3.30       -11,227.19	5000G · Wages & Benefits-Training Grant	25,623.82	29,976.70	-4,352.88	85.5% 4
66000 · Payroll Expenses       200.00       0.00       200.00       100         6700 · Overhead/Administration       29,727.09       34,275.00       -4,547.91       86         6700G · Overhead/Administration-T.Grant       0.00       416.70       -416.70       0         6971 · IGT       -22,166.66       0.00       -22,166.66       100         7000 · Urgent Care       138,666.32       138,666.30       0.02       100         8000 · Interest Expense       0.00       133.30       -133.30       0         9000 · Other Expenses       0.00       0.00       0.00       0         9500 · Depreciation Expense       17,569.20       17,569.20       0.00       100         Total Expense       560,930.91       564,475.90       -3,544.99       99         Net Ordinary Operating Surplus       -11,223.89       3.30       -11,227.19	6000 · Ambulance Operations	31,927.59	29,153.60	2,773.99	109.5%
6700 · Overhead/Administration       29,727.09       34,275.00       -4,547.91       86         6700G · Overhead/Administration-T.Grant       0.00       416.70       -416.70       0         6971 · IGT       -22,166.66       0.00       -22,166.66       100         7000 · Urgent Care       138,666.32       138,666.30       0.02       100         8000 · Interest Expense       0.00       133.30       -133.30       0         9000 · Other Expenses       0.00       0.00       0.00       0         9500 · Depreciation Expense       17,569.20       17,569.20       0.00       100         Total Expense       560,930.91       564,475.90       -3,544.99       98         Net Ordinary Operating Surplus       -11,223.89       3.30       -11,227.19	6000G · Training Grant Operations	0.00	4,816.60	-4,816.60	0.0%
6971 · IGT         -22,166.66         0.00         -22,166.66         100           7000 · Urgent Care         138,666.32         138,666.30         0.02         100           8000 · Interest Expense         0.00         133.30         -133.30         0           9000 · Other Expenses         0.00         0.00         0.00         0.00         0.00         0.00         100           9500 · Depreciation Expense         17,569.20         17,569.20         0.00         100         100           Total Expense         560,930.91         564,475.90         -3,544.99         99           Net Ordinary Operating Surplus         -11,223.89         3.30         -11,227.19					100.0% <mark>5</mark> 86.7%
7000 · Urgent Care       138,666.32       138,666.30       0.02       100         8000 · Interest Expense       0.00       133.30       -133.30       0         9000 · Other Expenses       0.00       0.00       0.00       0.00       0.00       0.00       0.00       100         9500 · Depreciation Expense       17,569.20       17,569.20       0.00       100       100         Total Expense       560,930.91       564,475.90       -3,544.99       95         Net Ordinary Operating Surplus       -11,223.89       3.30       -11,227.19	6700G · Overhead/Administration-T.Grant	0.00	416.70	-416.70	0.0%
9000 · Other Expenses         0.00         0.00         0.00         0.00         0.00         0.00         0.00         0.00         0.00         100           9500 · Depreciation Expense         17,569.20         17,569.20         0.00         100           Total Expense         560,930.91         564,475.90         -3,544.99         99           Net Ordinary Operating Surplus         -11,223.89         3.30         -11,227.19		,		,	100.0% <sup>6</sup> 100.0%
9500 · Depreciation Expense       17,569.20       17,569.20       0.00       100         Total Expense       560,930.91       564,475.90       -3,544.99       98         Net Ordinary Operating Surplus       -11,223.89       3.30       -11,227.19	8000 · Interest Expense	0.00	133.30	-133.30	0.0%
Net Ordinary Operating Surplus         -11,223.89         3.30         -11,227.19	•				0.0% 100.0%
	Total Expense	560,930.91	564,475.90	-3,544.99	99.4%
	Net Ordinary Operating Surplus	-11,223.89	3.30	-11,227.19	
Net Revenue <u>-11,223.89</u> <u>3.30</u> <u>-11,227.19</u>	Net Revenue	-11,223.89	3.30	-11,227.19	

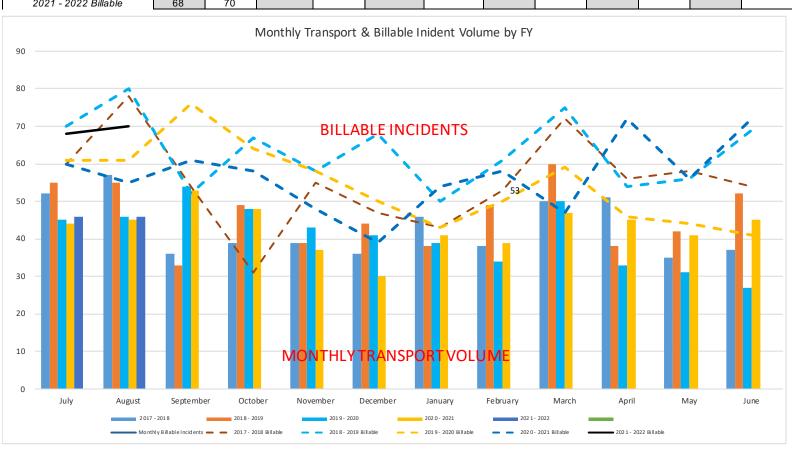
- 1. NET BILLING: \*Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L)
- 2. Training Grant FY20/21 (Sept. 2020-Aug. 2021 ). Ended Aug 31,2021. CLSD was able to use the entire grant awarded at close out. Tracking the grant (due to the parameters for funding) falls in both FY20/21 & FY21/22.
- 3rd payroll in moth of July (1st PR hits 7-1-21 but is the last payroll of FY21). Training Grant (last payroll in Aug) had some payroll hit CLDS'S buget as we closeout the Grant (~3k). Audit of SDRMA Workers Comp (completed in Aug) resulted in a small amount owed (~\$2700). CLSD also had several new hires and promotions to full-time. All of these has contributed to a slight over budget at this time.
- **4.** Expenses for the Training Grant match the revenue for FY21. CLSD budgeted more expenses for the Training Grant (~11k) that would hit the CLSD side of the budget.
- 5. RCMS- reimbursable payroll expenses for Medic's & EMT's working shifts.
- 6. IGT- represents the recievable for the Admin Fee and Employer Match

	CLSD RUN DATA for the PRECEEDING 12 MONTHS  ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA																									
	INCIDI	ENT	PC	R	RESI	DENT	AL			TIME	NIG		TO		LAND	ING	DRY	RUN		T&R	FROM	I RCMS	AMB	UNA	VAILA	BLE
MONTH MOST CURRENT ON TOP	DISPATCHED CALLS		PATIENT CARE RECORD		RESIDENT	NON RESID.		DVANCED LIFE 9:00 AM TO 9:00 PM		-	9:00 F 9:00		TRANSF	ORTS			CANCELI ROU			8	A	LS	TOTAL	. HRS	MISS	
	Current	Year Prior	Current	Year Prior	BOTH CURR	ENT 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
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	1	2	19		0	
JUNE '21	91	47	74	42	55	19	58	27	67		24		45	27	8	5	14	5	20	15	1	0	32		0	
MAY '21	74	67	56	38	43	13	31	29	57		16		41	30	10	7	17	18	15	27	0	1			0	
APRIL '21	88	65	72	44	67	5	37	31	67		21		45	33	7	4	18	10	27	11	1	1			0	
MARCH '21	61	73	47	61	44	3	47	47	43		18		47	49	6	6	14	10	15	10	1	3			0	
FEBR '21	80	69	59	47	49	9	49	30	55		25		39	34	5	1	18	16	20	16	1	1			0	
JAN '21	67	64	54	49	29	12	41	30	64		3		41	39	7	6	17	14	13	11	5	1			1	
DEC '20	60	67	43	51	37	2	30	36	43		17		30	40	5	4	18	7	13	11	0	1			0	
NOV '20	64	84	49	63	41	7	37	47	51		13		37	48	8	9	14	22	12	11	1	0				
OCT '20	84	84	63	58	54	16	47	47	68		16		48	48	9	7	22	17	11	16	0	2				
SEPT '20	84	94	63	66	43	18	53	51	64		16		53	54	15	12	17	20	10	23	1	0				
TOTAL	952	877	718	636	570	134	536	465	713	126	234	32	518	492	90	75	199	172	196	178	22	16	77	0	3	0
	CALL	s	PC	R	RESIDENT	NON RESID.	AL	_S	AM 1	ГО РМ	PM T	O AM	TRANSF	ORTS	LZ		DRY I	RUN	T8	kR	FROM	RCMS	AM	IB UNA	VAILABL	E

#### 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										

Monthly Billable Incidents												
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										



### Runs by Response Request

Response Type Of Service Requested (eResponse.05)	Number of Runs	Percent of Total Runs
911 Response (Scene)	95	89.62%
Interfacility Transport	10	9.43%
Standby	1	0.94%
	Total: 106	Total: 100.00%

### Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Falls	16	15.09%
Traffic/Transportation Incident	11	10.38%
Sick Person	9	8.49%
Unknown Problem/Person Down	9	8.49%
Abdominal Pain/Problems	7	6.60%
Interfacility Transfer	7	6.60%
Breathing Problem	6	5.66%
Back Pain (Non-Traumatic)	5	4.72%
Chest Pain (Non-Traumatic)	5	4.72%
Traumatic Injury	4	3.77%
Medical Alarm	3	2.83%
Other	3	2.83%
Overdose/Poisoning/Ingestion	3	2.83%
Unconscious/Fainting/Near-Fainting	3	2.83%
Drowning/Diving/SCUBA Accident	2	1.89%
Heart Problems/AICD	2	1.89%
Hemorrhage/Laceration	2	1.89%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	2	1.89%
Standby	2	1.89%
Stroke/CVA	2	1.89%
Allergic Reaction/Stings	1	0.94%
Cardiac Arrest/Death	1	0.94%
Industrial Accident/Inaccessible Incident/Other Entrapments (Non-Vehicle)	1	0.94%
	Total: 106	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	46	43.40%
Against Medical Advice (AMA)	19	17.92%
Canceled Enroute - No Patient Contact	17	16.04%
Transported to Landing Zone, Care Transferred	6	5.66%
Canceled on Scene - No Patient Contact	5	4.72%
Released at Scene (RAS)	4	3.77%
Canceled/Dispatch Error (Prior to En Route)	3	2.83%
Canceled (Request Transferred to Another Unit)	2	1.89%
Standby - PD, EMS, or Fire	2	1.89%
Treated, Transferred Care to Another EMS Unit	2	1.89%
	Total: 106	Total: 100.00%

### Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
	29	27.36%
Pain (G89.1)	17	16.04%
Traumatic Injury (T14.90)	12	11.32%
Abdominal Pain / Problems (R10.84)	9	8.49%
Weakness (General) (R53.1)	7	6.60%
Cardiac Dysrhythmia - Bradycardia (R00.1)	3	2.83%

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Cardiac Dysrhythmia - Unspecified (I49.9)	3	2.83%
No Apparent Illness/Injury (Adult) (Z00.00)	3	2.83%
Altered Level of Consciousness (R41.82)	2	1.89%
Cold/Flu Symptom (J00)	2	1.89%
Overdose / Poisoning / Ingestion (F19)	2	1.89%
Respiratory Distress - Unspecified (J80)	2	1.89%
Alcohol Intoxication (F10.92)	1	0.94%
Allergic Reaction (T78.40)	1	0.94%
Anxiety / Emotional Upset (F41.9)	1	0.94%
Cardiac Arrest (I46.9)	1	0.94%
Cardiac Dysrhythmia - Tachycardia (R00.0)	1	0.94%
Chest Pain - Non-cardiac (R07.89)	1	0.94%
Chest Pain - Suspected Cardiac (I20.9)	1	0.94%
Dizziness / Vertigo (R42)	1	0.94%
G.I. Bleed (K92.2)	1	0.94%
Hypertension (I10)	1	0.94%
Nausea / Vomiting (R11.2)	1	0.94%
Respiratory Distress - Bronchospasm (J98.01)	1	0.94%
Sexual Abuse/Assault (T74.2)	1	0.94%
Stroke/CVA (I63.9)	1	0.94%
Syncope/Near Syncope (R55)	1	0.94%
	Total: 106	Total: 100.00%

### Report Criteria

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

Incident Date: Is Between 8/1/2021 and 8/31/2021

### **Training Captain's Report: September 2021**

- Awarded the Rural EMS Training Grant for 2021/2022
- Closeout of the 20/21 Rural EMS Training Grant
- Evaluation of past years programs for improvements/changes/expansions
- Training Department reorganization/expansion with specific role development
  - Pushing Training Captain out of field/BLS training into ALS/Community Paramedic/Policy Development and expansion
- Monthly EMS Training with Fire Department continues
- Discussion and Inclusion of First Nation residents
- Clarification on American Heart Association relationship and course plans
- Expansion of educational "sphere of influence", relationship with Mendocino County Supervisor Ted Williams
- Completion of NREMT EMT Class, June 2021
- Commencement of Title 22 course (5 participants)
- Commencement of Emergency Medical Responder course (7 participants)
- Point Arena Elementary School Teacher and TSR CPR/First Aid Classes
- Deployment and training of "squad" to Timber Cove Volunteer Fire Department

### Operations Captain's Report: September 2021

### Injuries (update)

One of our full-time paramedics broke his left fibula at the end of July (off duty) and recently had surgery requiring 9 pins and a plate attached. He will be off work for August, September and now all of October.

Another full-time paramedic is having knee surgery at the end of this month and while it is anticipated that he should not be out for more than a week they will not know for sure until the surgery is performed.

Another employee, a part-time EMT, has been off work with injury as well with an anticipated return to work of the end of September.

### **Limited Term Paramedic hire**

Due to the amount of shifts open, overtime costs and increasing crew exhaustion, Dave and I chose to open a Limited Term (LT) paramedic position for 3 months. We hired Matt Won, paramedic, on the strong endorsement by Meg Rosecrans and Summer Kelly, both of whom worked with him prior to coming to CLSD. He has worked in Willits, Petaluma, Occidental and is comfortable in our rural setting and with our transport times. He starts nursing school in January so his commitment to us is from October to December.

All current part-time staff were notified of this position but due to already holding full-time jobs were not interested.

### **New Ambulance**

It's here!

--Show & Tell