



Finance Committee

AGENDA

Wednesday, September 21, 2022 at 9:00 AM
CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=ma8c839a6840da7cc81e2ad960c725923>

- | | |
|--|-------------|
| 1. Call to Order | Tilles |
| 2. Agenda Approval | Tilles |
| 3. Minutes Approval: August 21, 2022 meeting | Tilles |
| 4. Privilege of the floor | Tilles |
| 5. Old Business: | |
| • GEMT/IGT | Crowl |
| 6. Ambulance revenue – Wittman (YTD) | Crowl |
| 7. Expenses Summary | Crowl |
| 8. Cash Flow | Crowl |
| 9. Banking review | Crowl |
| 10. Ambulance transport data YTD | Crowl |
| 11. Other: | |
| • GEMT update | Crowl |
| 12. Shout out | Open to all |
| 13. Next FC Meetings – Third Wednesdays of the month, 9:00 AM. | |
| • October 19, 2022 | |
| • November 16, 2022 | |
| 14. Adjournment | |



PO Box 1056 • Gualala, California
95445 www.clsd.ca.gov

Finance Committee

Minutes of Meeting August 17th, 2022, at 9:00 am - Bill Platt Training Center

This meeting conducted by teleconference and in person.

1. **Call to Order:** The meeting called to order at 9:02 am by Director Geoffrey Beaty. Also present: Director Naomi Schwartz, DA David Crawl and Bookkeeper Robin Dills. Absent: Treasurer Michael Tilles
2. **Agenda Approval:** Director Beaty moved to adopt the agenda, seconded by Director Schwartz. All ayes.

Meeting Minutes Approval: Director Schwartz moved to approve the July 20th, 2022; Director Beaty seconded meeting minutes. All ayes.

3. **Privilege of the floor:** none
4. **Old Business**
5. **Urgent Care RFP-** The RCMS is having a town meeting next weekend at the Del Mar Center – open discussion about community needs from RCMS. RCMS has requested the RFP not be released until September at the earliest.
6. **Ambulance Revenue-** Net payments for July 2022 totaled \$78,972 with A/R of \$388,695.
7. **Expenses YTD:** Reviewed and within range. Please see pg.4 for footnotes.
8. **Cash Flow:** Reviewed.
9. **Banking review:** Reviewed
10. **Ambulance Transport data** – July had 54 billable incidents with 36 transports. CLSD continues the downward trend compared to last year. District only had ~9 hrs. uncovered with 1 call missed.
11. **Other:**
 - a. **GEMT & IGT:** Cost reports for FY19, 20 & 22 for CLSD to submit have been request by GEMT. DA Crawl is currently putting these together. There is an upcoming training seminar this coming Thursday and then again early September for GEMT & IGT. This process is a work in progress.
 - b. **FY23 Training Grant:** CLSD does not have an update yet. The amount, if any, currently is unknown for FY23.

- c. FY22 Training Grant: \$200,000 funds will draw down soon. DA Crowl explained that he held off until the end of the cycle to draw down funds. CLSD can expect to see the entire amount reflected in the bank account.
- d. Safety Fair- Held in Steward's Point last Saturday. CLSD participated by having a table displaying our new logo.
- e. Timber Cove Volunteer Fire Department (TCVFD): is a non-profit organization and 100% dependent on volunteers. -TCVFD is very much in need of community support financially and volunteers. CLSD continues to work together with TCVFD, placing a CLSD Ambulance here (cutting response time considerably). TCVFD have been in meetings with Sonoma County Fire and County Supervisor (Linda Hopkins) over EMS coverage area. Sonoma County Fire's maps erroneously show that the Timber Cove & Sea Ranch area show as uncovered by any EMS. DA Crowl continues to keep close tabs on this topic
- f. Sunday Community Market – Director Naomi Schwartz suggested she would like to see CLSD have a present at this Timber Cove event, held on the grounds of the Fort Ross School (which supports this community). Director Geoffrey Beaty agreed in adding it could help bring awareness of the upcoming Emergency Responder Class and next EMT Class. DA Crowl noted to add this to the next BOD meeting agenda

12. Shout out: none

Next FC Meeting: Third Wednesday of the month, at 9 am.

- September 21st, 2022, October 19th, 2022, November 16th, 2022.

Adjournment: at 9:32 AM, Director Schwartz made a motion to adjourn and seconded by Director Beaty. All ayes.

Minutes approved:

_____(Date)_____Noami 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
FY22													\$ 444,753
SEPT'21	72	\$ 284,162	\$ 110,904	\$ 40,511	\$ 6,044	\$ 126,702	\$ 56,790	\$ 12,090	\$ 44,700	\$ -	\$ 5,990	\$ 191	\$ 520,027
OCT'21	65	\$ 243,640	\$ 110,530	\$ 42,067	\$ 3,281	\$ 87,761	\$ 70,382	\$ -	\$ 70,382	\$ -	\$ -	\$ 7	\$ 537,413
NOV'21	56	\$ 181,297	\$ 97,158	\$ 33,526	\$ 7,258	\$ 43,354	\$ 114,155	\$ -	\$ 114,155	\$ 45,231	\$ 2,510	\$ 85	\$ 418,955
DEC'21	54	\$ 277,301	\$ 116,218	\$ 46,589	\$ 1,033	\$ 113,462	\$ 66,081	\$ 3,892	\$ 62,189	\$ -	\$ -	\$ -	\$ 470,277
JAN'22	40	\$ 130,757	\$ 62,036	\$ 35,404	\$ 6,208	\$ 27,109	\$ 46,379	\$ 9,601	\$ 36,778	\$ -	\$ 945	\$ -	\$ 459,613
FEB'22	38	\$ 169,002	\$ 50,014	\$ 37,976	\$ 1,466	\$ 79,546	\$ 56,555	\$ 5,703	\$ 50,852	\$ -	\$ -	\$ 50	\$ 488,807
MAR'22	68	\$ 278,856	\$ 141,788	\$ 47,457	\$ 5,436	\$ 84,175	\$ 78,408	\$ 1,266	\$ 77,142	\$ 45,804	\$ 0	\$ 74	\$ 450,110
APR'22	57	\$ 212,767	\$ 116,563	\$ 41,492	\$ 826	\$ 53,885	\$ 70,745	\$ 561	\$ 70,185	\$ -	\$ -	\$ -	\$ 433,811
MAY'22	77	\$ 271,373	\$ 105,853	\$ 44,429	\$ 12,080	\$ 109,011	\$ 66,939	\$ 3,091	\$ 63,847	\$ -	\$ 6,705	\$ 15	\$ 472,285
JUN'22	45	\$ 165,192	\$ 78,867	\$ 19,828	\$ 864	\$ 65,634	\$ 91,875	\$ -	\$ 91,875	\$ -	\$ 1,537	\$ 246	\$ 444,753
FY23													
JUL'22	54	\$ 187,272	\$ 45,127	\$ 69,096	\$ 1,407	\$ 71,642	\$ 78,972	\$ -	\$ 78,972	\$ 47,333	\$ 1,395	\$ -	\$ 388,695
AUG'22	62	\$ 220,864	\$ 110,760	\$ 51,756	\$ 2,004	\$ 56,344	\$ 57,193	\$ -	\$ 57,193	\$ -	\$ -	\$ -	\$ 387,846

<i>AUG'21</i>	<i>70</i>	<i>\$ 273,104</i>	<i>\$ 143,968</i>	<i>\$ 49,921</i>	<i>\$ 12,441</i>	<i>\$ 66,774</i>	<i>\$ 69,074</i>	<i>\$ -</i>	<i>\$ 69,074</i>	<i>\$ 82,794</i>	<i>\$ 17,228</i>	<i>\$ 657</i>	<i>\$ 443,824</i>
---------------	-----------	-------------------	-------------------	------------------	------------------	------------------	------------------	-------------	------------------	------------------	------------------	---------------	-------------------

FY To Date	116	\$ 408,136	\$ 155,887	\$ 120,851	\$ 3,412	\$ 127,986	\$ 136,165	\$ -	\$ 136,165	\$ 47,333	\$ 1,395	\$ -
Last 12 Months	688	\$ 2,622,482	\$ 1,145,819	\$ 510,131	\$ 47,907	\$ 918,625	\$ 854,475	\$ 36,203	\$ 818,272	\$ 138,368	\$ 19,081	\$ 668

Monthly Average FY To Date	58	\$ 204,068	\$ 77,944	\$ 60,426	\$ 1,706	\$ 63,993	\$ 68,083	\$ -	\$ 68,083	\$ 23,667	\$ 697	\$ -
Monthly Average Last 12 Months	57	\$ 218,540	\$ 95,485	\$ 42,511	\$ 3,992	\$ 76,552	\$ 71,206	\$ 3,017	\$ 68,189	\$ 11,531	\$ 1,590	\$ 56

AGING 259 (251)							
Month	Current (54)	31-60 (29)	61-90 (38)	91-120 (28)	121-180 (24)	180+ (78)	Balance
AUG	\$ 60,054	\$ 56,660	\$ 37,841	\$ 26,143	\$ 37,214	\$ 169,934	\$ 387,846

CMS TRANSPORTS ON -HOLD		
TOTAL	\$ 1,427.07	AUG 3 ALL FY23

Coast Life Support District

Profit & Loss Budget Overview FY23

July through August 2022

	Jul - Aug 22	Budget	\$ Over Budget	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes				
4001 · Mendocino County Taxes	211,684.40	211,684.40	0.00	100.0%
4002 · Sonoma County Taxes	160,105.00	160,105.00	0.00	100.0%
Total 4000 · CLSD Special Taxes	371,789.40	371,789.40	0.00	100.0% ¹
4100 · Interest Revenue	0.00	0.00	0.00	0.0%
4200 · Ambulance Revenue				
4201 · Amb Transport Billings	126,591.54	133,333.30	-6,741.76	94.9%
Total 4200 · Ambulance Revenue	126,591.54	133,333.30	-6,741.76	94.9% ²
4400 · Miscellaneous Revenue	1,331.97	3,333.34	-2,001.37	40.0%
4410 · Intergovernmental Transport(IGT)	41,666.70	41,666.70	0.00	100.0%
4420 · Ground Emerg Med Transport	0.00	0.00	0.00	0.0%
4500G · Training Grant Revenue	24,538.30	33,333.30	-8,795.00	73.6%
Revenue	565,917.91	583,456.04	-17,538.13	97.0%
Expense				
5000 · Wages and Benefits	306,859.63	330,220.80	-23,361.17	92.9%
5000G · Wages & Benefits-Training Grant	23,694.14	31,480.20	-7,786.06	75.3%
6000 · Ambulance Operations	38,537.27	29,820.50	8,716.77	129.2%
6000G · Training Grant Operations	31.00	2,500.00	-2,469.00	1.2%
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
6700 · Overhead/Administration	30,934.58	31,358.20	-423.62	98.6%
6700G · Overhead/Administration-T.Grant	813.16	416.70	396.46	195.1%
6971 · IGT	0.00	0.00	0.00	0.0%
7000 · Urgent Care	139,385.08	139,385.10	-0.02	100.0%
8000 · Interest Expense	0.00	133.30	-133.30	0.0%
9000 · Other Expenses	0.00	0.00	0.00	0.0%
9500 · Depreciation Expense	17,569.20	17,569.20	0.00	100.0%
Total Expense	557,824.06	582,884.00	-25,059.94	95.7%
Net Ordinary Operating Surplus	8,093.85	572.04	7,521.81	

1. Total 4000- CLSD Special Taxes is actual revenue - Received 7% Teeter - Mendocino Co Tax in Sept shift to FY22
2. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L)
3. 4410 represents IGT accrual for FY23
4. Training grant FY22 income as expected and within budget. T.G. is from Oct 1 2021 -Sep 30 2022 (Grant income will be used by last payroll in Aug). Any expense will be toward CLSD budget.
5. 6000-Ambulance Operations: 3 invoices for unexpected Veh. Repair totaling ~\$6k. Gas prices also have increased by ~\$1000

FY 22 Cash Projection	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
Bank balance 7/31/22	804,921	601,729	242,028	38,836	360,044	788,072	428,371	631,688	428,496	749,704	1,177,732	1,024,540
SAMHSA Trng Grant			50,000			50,000			50,000		50,000	
Prop Tax EMS/UC				524,400	631,220				524,400	631,220		
GEMT or GEMT-QAF												
IGT							406,509					
Ambulance Revenue	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Expenses	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192	268,192
IGT funding		156,509				156,509						
	601,729	242,028	38,836	360,044	788,072	428,371	631,688	428,496	749,704	1,177,732	1,024,540	821,348
Charles Schwab Invest.	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751	308,751
	Schwab due											



GEMT FY21/22 +

SAMHSA Rural EMS Training Grant: just under \$200K in FY23. \$50K installments simply representational - not precise timing.

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

CLSD RUN DATA for the PRECEEDING 12 MONTHS

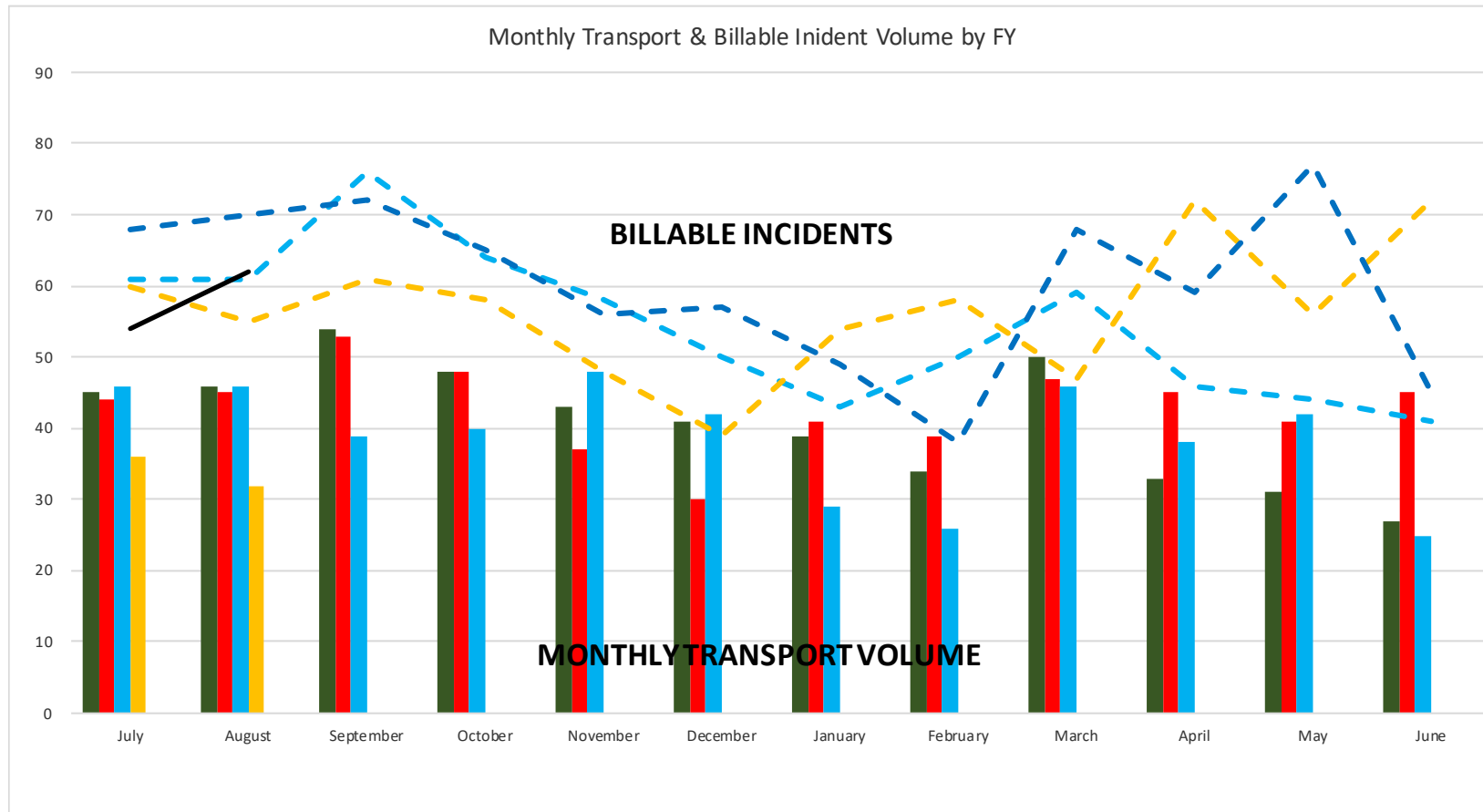
ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

MONTH MOST CURRENT ON TOP	INCIDENT		PCR		RESIDENT		ALS		DAYTIME		NIGHT		TOTAL		LANDING		DRY RUN		T&R		FROM RCMS		AMB UNAVAILABLE			
	DISPATCHED CALLS		PATIENT CARE RECORD		RESIDENT	NON RESID.	ADVANCED LIFE SUPPORT		9:00 AM TO 9:00 PM		9:00 PM TO 9:00 AM		TRANSPORTS			CANCELLED ON ROUTE			ALS		TOTAL HRS		MISSED CALLS			
	Current	Year Prior	Current	Year Prior	BOTH CURRENT YEAR		Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior	Current	Year Prior
Aug '22	92	106	62	70	40	22	58	62	73	74	19	32	32	46	9	6	14	17	19	23	11	10	10	26	0	2
July '22	81	93	54	68	34	20	50	45	51	63	30	16	36	46	6	4	6	13	22	17	7	4	9	19	1	0
June '22	65	91	45	74	28	17	41	56	44	67	21	24	25	45	6	8	6	14	15	20	7	11	12	32	0	0
May '22	99	74	77	56	64	13	72	31	69	57	30	16	42	41	9	10	17	17	27	15	6	6	24		2	
Apr '22	88	88	65	72	54	11	44	37	68	67	20	21	39	45	6	18	19	18	21	27	6	10	14		0	
Mar '22	88	61	68	47	58	10	64	47	63	43	25	18	46	47	7	6	7	14	15	15	4	14	19		0	
Feb '22	55	80	38	59	36	2	36	49	38	55	17	25	26	39	8	5	8	18	14	20	5	5	6		0	
Jan '22	57	67	49	54	44	5	46	41	39	64	18	3	29	41	4	7	5	17	20	13	3	8	12		0	1
Dec '21	66	60	57	43	50	7	53	30	50	43	16	17	42	30	2	5	7	18	10	13	6	5	25		1	
Nov '21	85	64	66	49	40	16	56	37	66	51	19	13	42	37	4	8	12	14	20	12	10	6	11		0	
Oct '21	80	84	67	63	52	15	60	47	55	68	25	16	40	48	8	9	12	22	19	11	8	13	21		3	
SEP '21	92	84	72	63	55	17	58	53	62	64	30	16	39	53	3	15	8	17	29	10	7	8	33		1	
TOTAL	948	952	720	718	555	155	638	535	678	716	270	217	438	518	72	101	121	199	231	196	80	100	196	77	8	3
	CALLS		PCR		RESIDENT	NON RESID.	ALS		AM TO PM		PM TO AM		TRANSPORTS		LZ		DRY RUN		T&R		FROM RCMS		AMB UNAVAILABLE			

MONTHLY AMBULANCE DATA

Monthly Transports	July	August	September	October	November	December	January	February	March	April	May	June
2019 - 2020	45	46	54	48	43	41	39	34	50	33	31	27
2020 - 2021	44	45	53	48	37	30	41	39	47	45	41	45
2021 - 2022	46	46	39	40	48	42	29	26	46	38	42	25
2022 - 2023	36	32										

Monthly Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
2019 - 2020 Billable - - - - -	61	61	76	64	58	50	43	50	59	46	44	41
2020 - 2021 Billable - - - - -	60	55	61	58	48	39	54	58	47	72	56	72
2021 - 2022 Billable - - - - -	68	70	72	65	56	57	49	38	68	59	77	45
2022 - 2023 Billable - - - - -	54	62										



AUGUST

RUN DATA
2022

Runs by Response Request

Response Type Of Service Requested (eResponse.05)	Number of Runs	Percent of Total Runs
911 Response (Scene)	81	88.04%
Interfacility Transport	11	11.96%
Total: 92		Total: 100.00%

Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Falls	17	18.48%
Abdominal Pain/Problems	11	11.96%
Traffic/Transportation Incident	11	11.96%
Interfacility Transfer	9	9.78%
Sick Person	7	7.61%
Breathing Problem	6	6.52%
Unknown Problem/Person Down	4	4.35%
Heart Problems/AICD	3	3.26%
Medical Alarm	3	3.26%
Traumatic Injury	3	3.26%
Well Person Check	3	3.26%
Choking	2	2.17%
Hemorrhage/Laceration	2	2.17%
Stroke/CVA	2	2.17%
Unconscious/Fainting/Near-Fainting	2	2.17%
Animal Bite	1	1.09%
Assault	1	1.09%
Back Pain (Non-Traumatic)	1	1.09%
Cardiac Arrest/Death	1	1.09%
Convulsions/Seizure	1	1.09%
Overdose/Poisoning/Ingestion	1	1.09%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	1	1.09%
Total: 92		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	32	34.78%
Canceled Enroute - No Patient Contact	14	15.22%
Against Medical Advice (AMA)	11	11.96%
Canceled on Scene - No Patient Contact	9	9.78%
Transported to Landing Zone, Care Transferred	9	9.78%
Released at Scene (RAS)	8	8.70%
Canceled (Request Transferred to Another Unit)	5	5.43%
Treated, Transferred Care to Another EMS Unit	2	2.17%
Canceled/Dispatch Error (Prior to En Route)	1	1.09%
Field Pronouncement – BLS/ALS	1	1.09%
Total: 92		Total: 100.00%

Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
	28	30.43%
Traumatic Injury (T14.90)	12	13.04%
Pain (G89.1)	11	11.96%
Abdominal Pain / Problems (R10.84)	9	9.78%
Weakness (General) (R53.1)	5	5.43%
No Apparent Illness/Injury (Adult) (Z00.00)	4	4.35%
Altered Level of Consciousness (R41.82)	3	3.26%
Anxiety / Emotional Upset (F41.9)	3	3.26%

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Genitourinary System Issue (Urinary) (N39.9)	3	3.26%
Nausea / Vomiting (R11.2)	3	3.26%
Diabetic - Hyperglycemia (E13.65)	2	2.17%
Respiratory Distress - Unspecified (J80)	2	2.17%
Airway Obstruction (T17.9)	1	1.09%
Cardiac Arrest (I46.9)	1	1.09%
Cardiac Dysrhythmia - Bradycardia (R00.1)	1	1.09%
Cardiac Dysrhythmia - Unspecified (I49.9)	1	1.09%
Chest Pain - Suspected Cardiac (I20.9)	1	1.09%
G.I. Bleed (K92.2)	1	1.09%
Seizure - Post (G40.909)	1	1.09%
Total: 92		Total: 100.00%

Call Volumes by Day and Hour Report

Incident Day Name	Number of Runs	Percent of Total Runs
Incident Three Hour Range Of Day 24: 00:00:00 - 02:59:59		
Monday	1	1.09%
Thursday	1	1.09%
Saturday	1	1.09%
Total: 3		Total: 3.26%
Avg: 1.00		
Incident Three Hour Range Of Day 24: 03:00:00 - 05:59:59		
Tuesday	4	4.35%
Wednesday	1	1.09%
Total: 5		Total: 5.43%
Avg: 2.50		
Incident Three Hour Range Of Day 24: 06:00:00 - 08:59:59		
Monday	1	1.09%
Total: 1		Total: 1.09%
Avg: 1.00		
Incident Three Hour Range Of Day 24: 09:00:00 - 11:59:59		
Sunday	1	1.09%
Monday	1	1.09%
Tuesday	2	2.17%
Wednesday	3	3.26%
Thursday	2	2.17%
Friday	1	1.09%
Saturday	2	2.17%
Total: 12		Total: 13.04%
Avg: 1.71		
Incident Three Hour Range Of Day 24: 12:00:00 - 14:59:59		
Sunday	2	2.17%
Monday	1	1.09%
Tuesday	3	3.26%
Wednesday	3	3.26%
Thursday	2	2.17%
Friday	3	3.26%
Saturday	2	2.17%
Total: 16		Total: 17.39%
Avg: 2.29		
Incident Three Hour Range Of Day 24: 15:00:00 - 17:59:59		
Sunday	6	6.52%
Monday	2	2.17%
Tuesday	2	2.17%
Wednesday	7	7.61%
Thursday	2	2.17%

Incident Day Name	Number of Runs	Percent of Total Runs
Friday	5	5.43%
Saturday	3	3.26%
	Total: 27	Total: 29.35%
	Avg: 3.86	
Incident Three Hour Range Of Day 24: 18:00:00 - 20:59:59		
Sunday	2	2.17%
Monday	2	2.17%
Tuesday	5	5.43%
Wednesday	3	3.26%
Thursday	1	1.09%
Friday	2	2.17%
Saturday	3	3.26%
	Total: 18	Total: 19.57%
	Avg: 2.57	
Incident Three Hour Range Of Day 24: 21:00:00 - 23:59:59		
Sunday	1	1.09%
Monday	2	2.17%
Tuesday	2	2.17%
Wednesday	1	1.09%
Thursday	1	1.09%
Friday	2	2.17%
Saturday	1	1.09%
	Total: 10	Total: 10.87%
	Avg: 1.43	
	Total: 92	Total: 100.00%
	Avg: 2.24	

Report Criteria

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

Incident Date: Is Between 8/1/2022 and 8/31/2022

☐ DAY CALLS - 73, NIGHT CALLS - 19
(0900-2100) (2100 - 0900)

☐ MIZZ DISPATCHED 18 TIMES (15 in July)

☐ TOTAL HOURS UNCOVERED 9.9 (9.33 in July)

☐ MISSED CALLS 0

☐ BIZI UPSAILED 4 TIMES

☐ MIZ4 STAFFED FOR VACCINE CLINIC