



AGENDA  
REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS  
38901 Ocean Drive, Gualala, CA 95445 – Bill Platt Training Room

>>> **Monday April 24, 2023 – 4:00 PM**<<<

Board meetings will also be available via teleconference.

Meeting Link: <https://cisd.my.webex.com/cisd.my/j.php?MTID=m0e8e78516398e7c17ad921e8f71a340b>

- |                                     |                    |
|-------------------------------------|--------------------|
| 1. Call to Order                    | Beaty              |
| 2. Adoption of the agenda           | Beaty              |
| 3. Minutes Approval:                |                    |
| a. March 27, 2023 Board Meeting     | Beaty              |
| 4. Privilege of the floor           | Beaty              |
| 5. Old Business:                    |                    |
| a. Final FY22 Audit                 | Tilles             |
| b. CLSD Charles Schwab Investments  |                    |
| 6. New Business:                    |                    |
| 7. Reports:                         |                    |
| a. Open House/School Outreach       | Bower/André/Tittle |
| b. RCMS Urgent Care Survey          | Tilles             |
| c. Finance: YTD                     | Crowl              |
| i. Ambulance revenue – Wittman YTD  |                    |
| ii. Expenses                        |                    |
| d. Ambulance run data/CLSD Activity | Crowl              |
| e. Captain goes to Washington       | Ottolini           |
| 8. Other:                           |                    |
| a. GEMT update                      | Crowl              |
| 9. Shout out:                       | Open               |
| 10. <b>NEXT BOD MEETINGS:</b>       |                    |
| May 22 <sup>nd</sup> , 2023         |                    |
| June 26 <sup>th</sup> , 2023        |                    |
| July 24 <sup>th</sup> , 2023        |                    |
| 11. Adjourn                         |                    |



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## MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS 4:00 PM, March 27<sup>th</sup>, 2023

**Call to Order:** President Beaty called the meeting to order at 4:00PM at the Bill Platt Training Room. Present were Directors: André, Bower, Crosby, Schwartz, Tilles & Tittle. Also present: District Administrator Dave Crowl and Training Captain Chris Ottolini. Leslie Bates was present as a community member.

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

**Approval of Minutes:** Director Schwartz moved to approve the amended February 27<sup>rd</sup>, 2023 meeting and was seconded by Director André. All ayes.

**Privilege of the Floor:** None

### Old Business:

- a. Final Urgent Care RFP: President Beaty presented the final language for the Urgent Care contract with RCMS including the changes at 13.8 (a) and (b). Director André asked that all data issues and reporting be analyzed by BOD Treasurer Tilles. BOD Treasurer Tilles met with the RCMS Treasurer, Drew McNally and has a good working relationship with him. In addition, he stated he would work with President Beaty to analyze some of the financial reports that were included in the RCMS' proposal. CLSD BOD voted all ayes to approve contract as presented for signing by CLSD DA Dave Crowl and RCMS CEO Ara Chakrabarti.

**New Business:** none

### Reports:

- a. Board Goals FY23 – President Beaty reported that MHA has funded 75% of the proposed mobile health clinic through donations and grants. Rebranding campaign ran in the month of February with adds in newspapers and online news/events pages. CLSD will be hosting an open house in May tentatively scheduled for May 25<sup>th</sup>. This openhouse will showcase all CLSD activities and operations. Director
- b. RCMS update- Director Tilles stated that there have been some big announcements from RCMS regarding providers and leadership roles in the organization.
- c. Finance: YTD
  - i. Ambulance Revenue – Net payments total for February 2023 was a \$41,758 with A/R of \$450,657.
  - ii. Expenses – Expenses remain within budgeted range with the one underfunded segment of the Training Division. See page 7.
- d. Ambulance run data/CLSD Activity-February had 42 transports and 54 billable incidents. See pg 9-10
- e. Captain and DA Report- see pg 11-13.

### Other:

- a. GEMT Update: Nothing to report. Still awaiting payment for CY2021.
- b. **Shout Out:** to Chief Lynn at Timber Cove fire for utilizing the shared CLSD/Timber Cove ambulance resource during a MCI that occurred last week. The CLSD ambulance normally functions as a non-transporting rescue for this fire department but in cases such as this, it will be upstaffed with EMS providers to use for transport. Another shout out to the partnership between CLSD, MHA and RCMS.

**Next Meeting:** the 4<sup>th</sup> Monday of the month at 4 PM

- April 24<sup>th</sup>, 2023
- May 22<sup>nd</sup>, 2023
- June 26<sup>th</sup>, 2023

**Adjournment:** Adjourned at 5:31 PM

Minutes Approved:

\_\_\_\_\_(Date)\_\_\_\_\_

## RCMS Urgent Care Analysis Quarter 4, 2022

In the 4<sup>th</sup> quarter there were 1361 surveys sent out with 175 surveys completed. This is a very good response rate of 12.86%. We clearly have a patient population who wants to have its opinions known and generally has the expectation to be heard by our organization.

We continue to have excellent overall satisfaction by patients in our Urgent Care clinic. In the fourth quarter the satisfaction rate was 95%.

In the 4<sup>th</sup> quarter of 2022 we had a large spike in Covid-related urgent care visits with 30 patients seeking care. Comparing this to the previous quarters, this is quite significant:

1<sup>st</sup> quarter – 4 cases  
2<sup>nd</sup> quarter – 6 cases  
3<sup>rd</sup> quarter – 18 cases  
4<sup>th</sup> quarter – 30 cases

Aside from the Covid-related visits, we had relatively the same amount and percentages of illnesses/accidents/bodily malfunctions as previous quarters. Tick bites continue to bring patients to Urgent Care. Information about tick bites has been provided in The Pulse.

Ten patients who were initially seen in Urgent Care required hospitalization for their illness or accident. This number reflects the severity of the problems for which patients are seen in Urgent Care.

Approximately half of the patients were advised to seek follow-up care. Of those, 17% of the patients reported not getting a follow up appointment in a timely manner. 83% of our patients did get their needed appointment. This is an improvement over 1<sup>st</sup> quarter's ability to provide needed follow up appointments when the percentage of patients who were not able to get appointments was 23%. It might be helpful to know what the normal expected rate of follow-up appointments should be for future analysis.

Every survey had space for patients to write in additional comments. Most of the comments were very favorable; however, there were some suggestions for improvement. I've copied some here which represent a small part of the large scope of our population and their thoughts.

1. My name is ....., my place of work has been in this city. I visit this clinic twice. It service small town of location and I don't know the facilities and medical staff. And although I have difficulty in speaking English, but the treatment is handled well and kindly, which is worthy of gratitude and I hope that it will become a well-equipped hospital. I felt very cared for and was told I could reach out over the weekend if needed. Really appreciated the time that was spent with me and the prompt care I received. Thank you!
2. We were visiting from out of town and my 11-year-old son suddenly became sick. I am so grateful for the quick and wonderful care he received. I was so nervous being away from home but everyone we talked to was amazing. THANK YOU!!!!

3. I received prompt care. My only suggestion is to warm the treatment room or provide blanket. Thank you to all of the efficient and caring clinicians. Medical Assistant who takes BP and vitals - it would be nice if they introduced themselves.
4. Thank goodness we have urgent care. We would have to move if it was gone.

Respectfully submitted,

Susan Hamlin

## 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
<b>FY22</b>													\$ 444,753
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
<b>FY23</b>													
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
SEPT'22	75	\$ 245,461	\$ 87,388	\$ 62,212	\$ 3,999	\$ 91,862	\$ 75,904	\$ 6,628	\$ 69,275	\$ -	\$ 0	\$ 5,076	\$ 415,508
OCT'22	52	\$ 187,463	\$ 107,759	\$ 24,006	\$ 11,777	\$ 43,921	\$ 61,093	\$ -	\$ 61,093	\$ 50,292	\$ 4,418	\$ 82	\$ 343,710
NOV'22	42	\$ 161,993	\$ 66,145	\$ 37,882	\$ 500	\$ 57,466	\$ 61,302	\$ 1,214	\$ 60,089	\$ -	\$ -	\$ -	\$ 341,087
DEC'22	66	\$ 299,577	\$ 112,355	\$ 55,850	\$ 14,255	\$ 117,117	\$ 27,633	\$ -	\$ 27,633	\$ 640	\$ 1,454	\$ -	\$ 428,477
JAN'23	77	\$ 290,643	\$ 150,154	\$ 27,786	\$ 7,287	\$ 105,415	\$ 72,788	\$ -	\$ 72,788	\$ -	\$ -	\$ -	\$ 461,104
FEB'23	54	\$ 208,294	\$ 109,829	\$ 35,591	\$ 29,063	\$ 33,810	\$ 41,758	\$ -	\$ 41,758	\$ -	\$ 2,500	\$ 0.32	\$ 450,657
MAR'23	79	\$ 322,321	\$ 132,757	\$ 50,713	\$ (2,336)	\$ 141,186	\$ 91,095	\$ 9,652	\$ 81,444	\$ -	\$ -	\$ -	\$ 510,400

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
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<b>FY To Date</b>	561	\$ 2,123,889	\$ 922,274	\$ 414,894	\$ 67,957	\$ 718,764	\$ 567,739	\$ 17,494	\$ 550,245	\$ 98,264	\$ 9,766	\$ 5,159
<b>Last 12 Months</b>	740	\$ 2,773,221	\$ 1,223,557	\$ 520,643	\$ 81,726	\$ 947,295	\$ 797,297	\$ 21,145	\$ 776,152	\$ 98,264	\$ 18,008	\$ 5,420

<b>Monthly Average FY To Date</b>	62	\$ 235,988	\$ 102,475	\$ 46,099	\$ 7,551	\$ 79,863	\$ 63,082	\$ 1,944	\$ 61,138	\$ 10,918	\$ 1,085	\$ 573
<b>Monthly Average Last 12 Months</b>	62	\$ 231,102	\$ 101,963	\$ 43,387	\$ 6,811	\$ 78,941	\$ 66,441	\$ 1,762	\$ 64,679	\$ 8,189	\$ 1,501	\$ 452

AGING 289 (258)							
Month	Current (79)	31-60 (38)	61-90 (22)	91-120 (20)	121-180 (38)	180+ (92)	Balance
MAR	\$ 121,899	\$ 66,445	\$ 52,033	\$ 46,191	\$ 43,051	\$ 180,780	\$ 510,400

<b>CMS TRANSPORTS ON -</b>	
<b>TOTAL</b>	<b>\$ -</b>

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04/12/23

Accrual Basis

# Coast Life Support District

## Profit & Loss Budget Overview FY23

### July 2022 through March 2023

	<u>Jul '22 - Mar 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Revenue/Expense</b>				
<b>Revenue</b>				
4000 · CLSD Special Taxes	1,753,983.93	1,673,052.02	80,931.91	104.8% <b>1</b>
4100 · Interest Revenue	29.09	0.00	29.09	100.0%
4200 · Ambulance Revenue	696,111.77	599,999.99	96,111.78	116.0% <b>2</b>
4400 · Miscellaneous Revenue	25,035.42	15,000.02	10,035.40	166.9%
4410 · Intergovernmental Transport(IGT)	187,500.01	187,500.01	0.00	100.0% <b>3</b>
4500G · Training Grant Revenue	24,538.30	149,999.99	-125,461.69	16.4% <b>4</b>
<b>Total Revenue</b>	<u>2,687,198.52</u>	<u>2,625,552.03</u>	<u>61,646.49</u>	<u>102.3%</u>
<b>Expense</b>				
Bad Debt	3,531.90			
Uncategorized Expense	2,988.88			
5000 · Wages and Benefits	1,443,016.15	1,485,993.74	-42,977.59	97.1%
5000TD · Wages & Bene-Training Division	119,328.03	141,660.76	-22,332.73	84.2% <b>5</b>
6000 · Ambulance Operations	160,913.43	134,254.05	26,659.38	119.9% <b>6</b>
6000TD · Training Division Operations	31.00	11,250.00	-11,219.00	0.3%
6700 · Overhead/Administration	138,840.41	141,112.46	-2,272.05	98.4%
6700TD · Overhead/Admin-T.Division	4,183.16	1,875.01	2,308.15	223.1% <b>7</b>
7000 · Urgent Care	627,232.52	627,233.23	-0.71	100.0%
8000 · Interest Expense	0.00	599.99	-599.99	0.0%
9500 · Depreciation Expense	79,061.26	79,061.26	0.00	100.0%
<b>Total Expense</b>	<u>2,579,126.74</u>	<u>2,623,040.50</u>	<u>-43,913.76</u>	<u>98.3%</u>
<b>Net Ordinary Operating Surplus</b>	<u><b>108,071.78</b></u>	<u><b>2,511.53</b></u>	<u><b>105,560.25</b></u>	

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04/12/23

Accrual Basis

**Coast Life Support District**  
**Profit & Loss Budget Overview FY23**  
**July 2022 through March 2023**

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1. Total 4000- CLSD Special Taxes - Account 4002 Sonoma Co Tax recieved 7/1/22-12/1/22 (1st Tax Deposit for FY23). Mendo Co tax recieved 1-4-23.
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 Sept 1, 2021- Aug 31, 2022  
FY22 Training Grant funded in full. JUL-AUG= \$24,538.30 represented in FY23 Cycle funded in full.  
FY23 Training Grant (not awarded). Changed name to Training Division to continue to track.
5. Training Grant FY22 iis from Sept 1, 2021- Aug 31, 2022  
FY22 Training Grant JUL-AUG= \$24,538.30 represented in expenses in the FY23 Cycle.  
FY23 Training Grant (not awarded). Changed name to Training Division to continue to trac
6. 6000-Ambulance Operations: Veh. Repair & Fuel continue to be driving factors for increase, as well as, Dispatch fees.
7. 6700TD- FY22( prior year ) T. Grant has some overlape with FY23. Expense is within Budget.



## CLSD RUN DATA

### PRECEEDING 12 MONTHS

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

DATE		INCIDENTS		BILLABLE INCIDENTS		AMBULANCE DISPATCH					PATIENT TRANSPORTS		UC TRANSPORTS		LANDING 	T&R 	AMBULANCE # OF HOURS UNAVAILABLE
						M	M	M	B	B							
MON	YR					120	122	124*	121*	123*							
Mar	2023	96	88	79	68	77	19	0	4	1	57	46	13	4	8	23	12
Feb	2023	79	55	54	38	62	17	1	2	0	32	26	8	5	10	16	12
Jan	2023	91	57	77	40	65	26	1	2	0	58	29	15	3	11	19	29
Dec	2022	88	66	67	57	70	17	0	2	0	50	42	10	6	2	14	27
Nov	2022	54	85	42	66	44	10	#	#	0	26	42	5	10	4	11	10
Oct	2022	74	80	52	67	65	15	1	2	0	28	40	4	8	6	18	16
Sep	2022	94	92	75	72	74	23	2	1	0	36	39	10	7	4	32	20
Aug	2022	92	106	62	70	77	18	1	4	0	32	46	11	10	9	19	10
July	2022	81	93	54	68	66	15	1	1	0	36	46	7	4	6	22	9
June	2022	65	91	45	74	55	11		2	0	25	45	7	11	6	15	12
May	2022	99	74	77	56	78	22	1	2	0	42	41	6	6	9	27	24
Apr	2022	88	88	65	72	64	26	1	3	0	39	45	6	10	6	21	14
TOTALS		1001	975	749	748	797	219	9	25	1	46	47	102	84	81	237	195

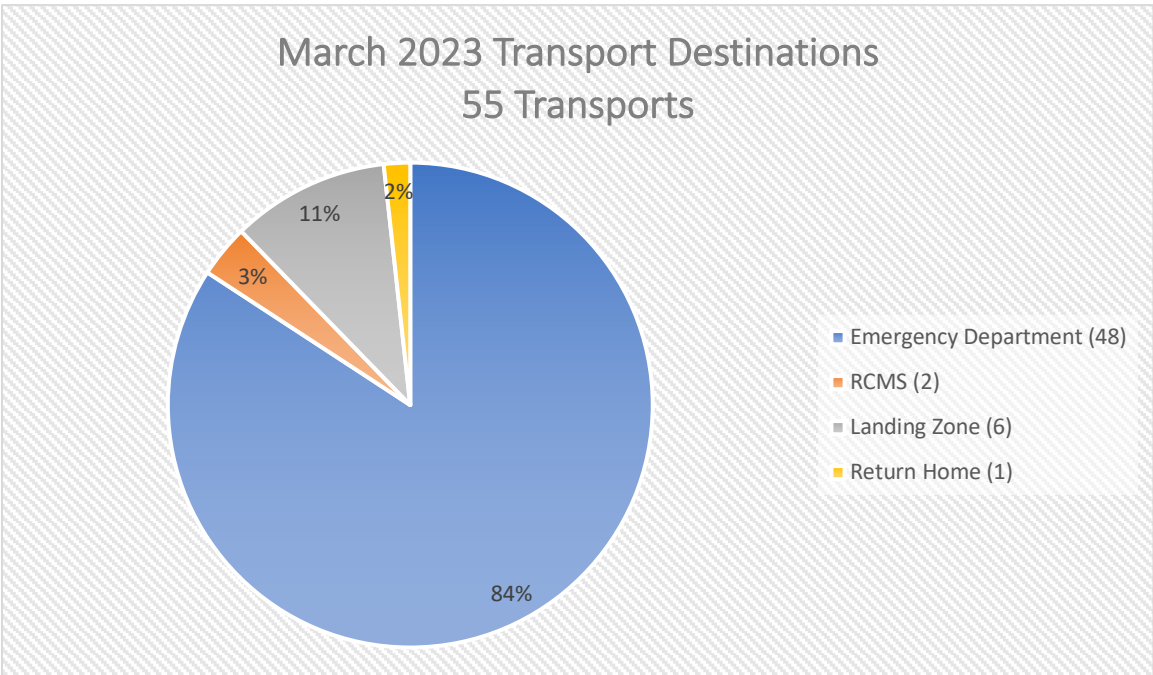
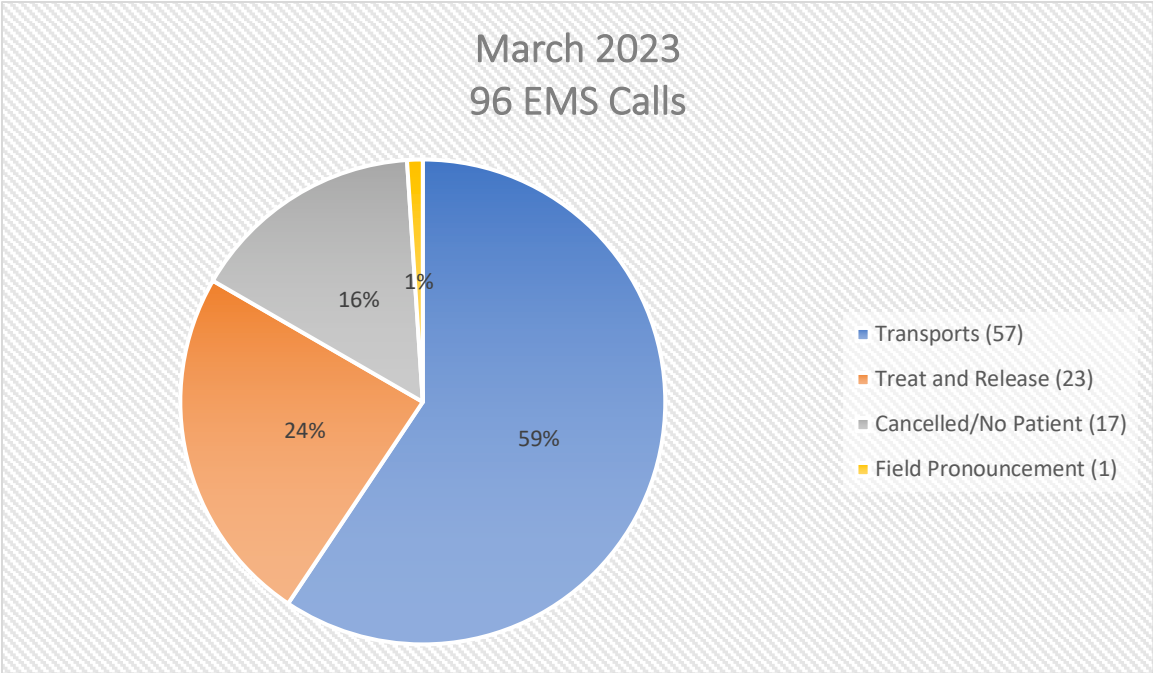
# MISSING DATA

\* M120 AND M122 ARE 24/7 STAFFED AMBULANCES; M124, B121 AND B123 ARE UPSTAFFED WHEN NEEDED (AMBULANCE NUMBERS MAY EXCEED INCIDENTS DUE TO MCI)

TREAT & RELEASE INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

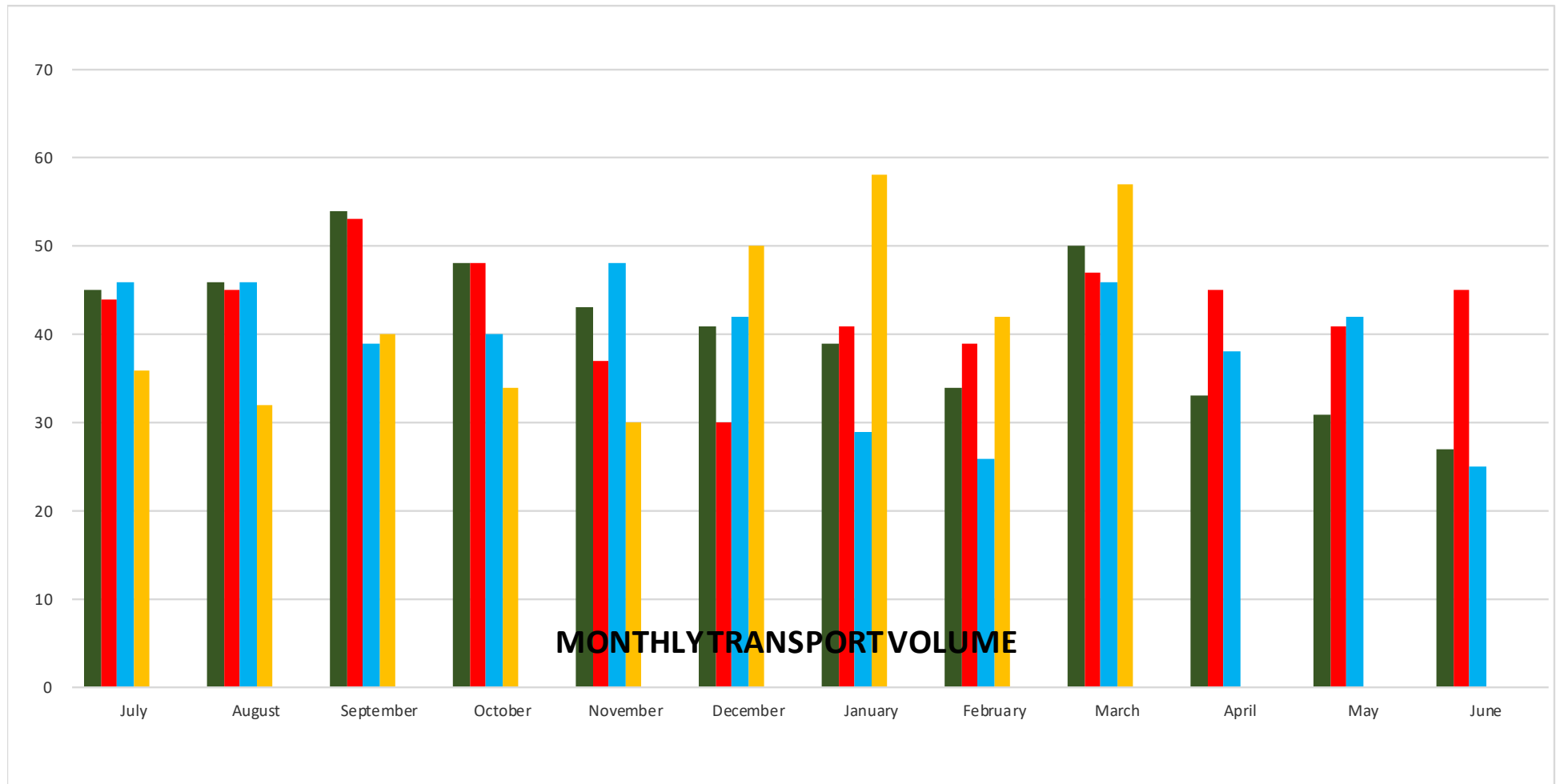
AMBULANCE UNAVAILABLE IS TOTAL HOURS UNCOVERED WHEN BOTH STAFFED AMBULANCES ARE BUSY DURING THE MONTH

NO PATIENT CONTACT INCLUDES CANCELLED AND NON-INJURY CAR CRASHES AND LIFT ASSISTS



### MONTHLY AMBULANCE TRANSPORT 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	40	34	30	50	58	42	57			



### MONTHLY AMBULANCE DATA

Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
<i>2019 - 2020</i>	61	61	76	64	58	50	43	50	59	46	44	41
<i>2020 - 2021</i>	60	55	61	58	48	39	54	58	47	72	56	72
<i>2021 - 2022</i>	68	70	72	65	56	57	49	38	68	59	77	45
<i>2022 - 2023</i>	54	62	75	52	42	66	77	54	79			

