



## Finance Committee

### AGENDA

Wednesday, April 19, 2023 at 9:00 AM

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=ma5df2cf5c11f5ef2413a17d30e4a6b89>

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|-----|--|-------------|
| 1.  | Call to Order  | Tilles      |
| 2.  | Agenda Approval  | Tilles      |
| 3.  | Minutes Approval: March 15, 2023 meeting                   | Tilles      |
| 4.  | Privilege of the floor                                     | Tilles      |
| 5.  | New Business:  |             |
|     | • Capitol Expense (Building) FY24                          | Golly       |
|     | • FY22 Audit   | 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  |             |
| 12. | Shout out  | Open to all |
| 13. | Next FC Meetings – Third Wednesdays of the month, 9:00 AM. |             |
|     | • May 17, 2023   |             |
|     | • June 21, 2023  |             |
|     | • July 19, 2023  |             |
| 14. | Adjournment  |             |



PO Box 1056 • Gualala, California 95445

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## Finance Committee

Minutes of Meeting March 15<sup>th</sup>, 2023, 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 9:00 am by Treasurer Michael Tilles. Also present: Director Naomi Schwartz, President Beaty, DA David Crowl and Captain Chris Ottolini.
2. **Agenda Approval:** Director Schwartz moved to adopt the agenda, seconded by President Beaty. All ayes.
3. **Meeting Minutes Approval:** Director Schwartz moved to approve the February 15<sup>th</sup>, 2023; President Beaty seconded meeting minutes with agreed amendments. All ayes.
4. **Privilege of the floor:** none
5. **Old Business**
  - a. **UC Contract Language**
    - New language has been added to the proposed Urgent Care contract with RCMS. Specifically, language was added in section 13.8 in order to clarify reporting parameters to the CLSD and RCMS BODs and partnership leadership within operations of CLSD and RCMS UC. This section stipulates that the two board treasurers meet regularly report on numbers. Furthermore, this section also clarifies that CLSD Operations Captain and a RCMS Urgent Care Provider be made contact points for training, quality assurance and joint operations. Treasurer Tilles questioned what numbers the two treasurers would look for and use for reporting. President Beaty stated that the current audit numbers presented in RCMS's bid would be a good starting point when breaking out Urgent Care expenses. Treasurer Tilles stated he will meet with the RCMS Treasurer Drew McNally to go over the numbers and report progress to the CLSD BOD.
    - Finance Committee agreed to above stated language as presented and recommended that the language be inserted and contract go to the full CLSD BOD for review, discussion and vote.
6. **Ambulance Revenue-** Net payments for February 2023 totaled \$41,758 with A/R of \$450,657. Ambulance Revenue was less than budgeted, \$65,000. This was possibly attributed to change in bank accounts and a short month.

7. **Expenses YTD:** P&L was reviewed. Wages & Benefits were less during this period. This was by design and help cover the missing revenue from the Training Grant loss.

8. **Cash Flow:** Reviewed.

9. **Ambulance Transport data:** February had 54 billable incidents with 32 transports. District had ~12 hrs. uncovered with 0 calls missed.

10. **Other:** GEMT

- Still awaiting return payment of GEMT funds paid in February.

**Shout out:** None

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

- February 15<sup>th</sup>, 2023, March 15<sup>th</sup>, 2023, April 19<sup>th</sup>, 2023

Adjournment: at 10:12 AM, President Beaty made a motion to adjourn and seconded by Director Schwartz. All ayes.

Minutes approved:

\_\_\_\_\_ (Date) \_\_\_\_\_ 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
<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>

# 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>	

3:55 PM

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.

FY 23 Cash Projection	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Bank balance 3/31/2023	308,685	1,129,893	1,557,921	1,354,729	1,151,537	948,345	745,153	541,961	338,769	691,577	1,119,605	916,413
Prop Tax EMS/UC	524,400	631,220							556,000	631,220		
GEMT	500,000											
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
GEMT												

	1,129,893	1,557,921	1,354,729	1,151,537	948,345	745,153	541,961	338,769	691,577	1,119,605	916,413	713,221
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Charles Schwab Invest.	311,227	311,227	311,227	311,227	311,227	311,227	311,227	311,227	311,227	311,227	311,227	311,227
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Schwab due

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

## 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



### March 2023 96 EMS Calls



■ Transports (55) ■ Treat and Release (23) ■ Cancelled/No Patient (17) ■ Field Pronouncement (1)

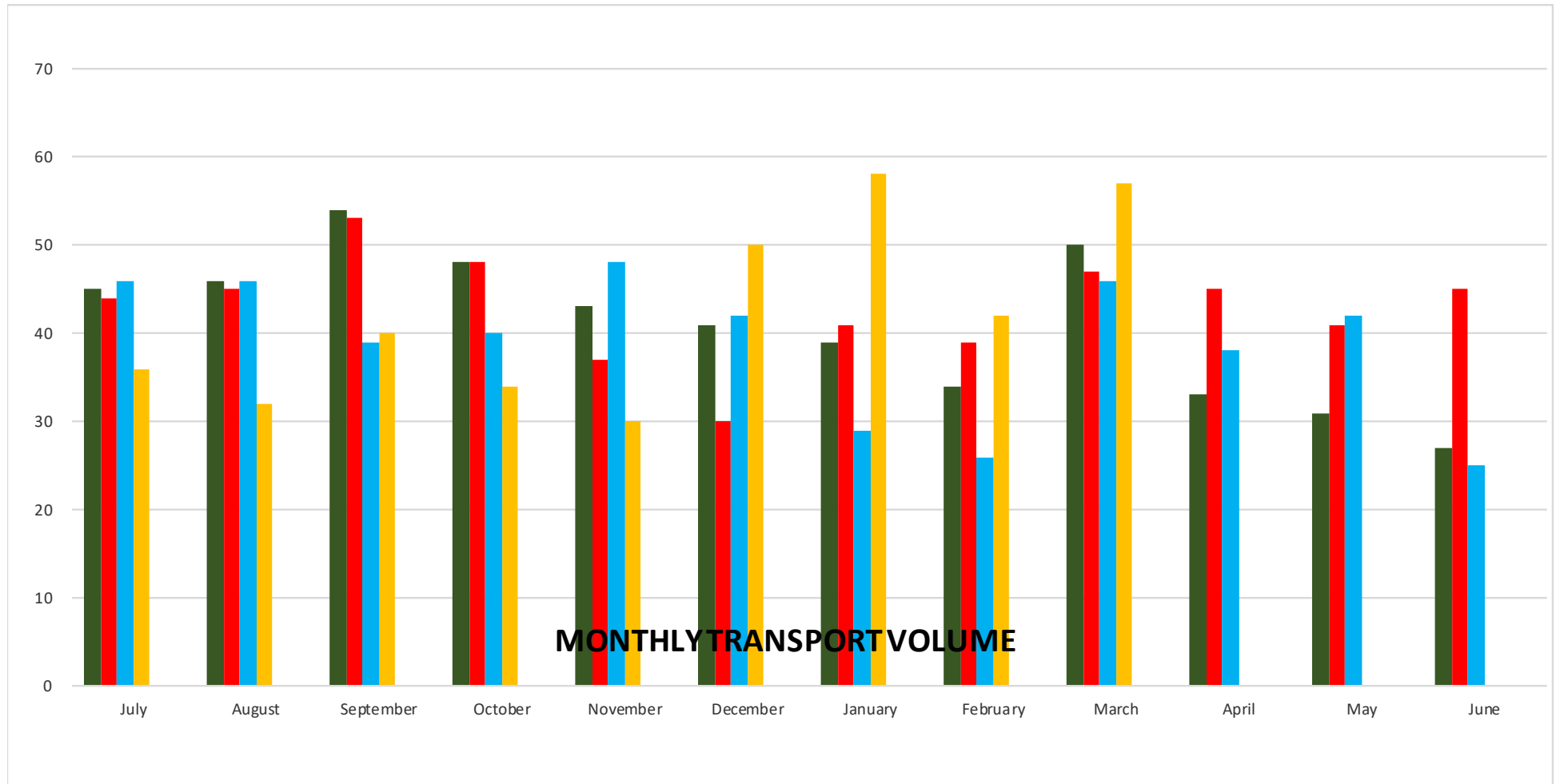
### March 2023 Transport Destinations 55 Transports



■ Emergency Department (47) ■ RCMS (2) ■ Landing Zone (6) ■ Return Home (1)

### 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			

