

AGENDA

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

>>> Monday August 28, 2023 – 4:00 PM<<<

Board meetings will also be available via teleconference.

 $\textit{Meeting Link:} \ \underline{\text{https://clsd.my.webex.com/clsd.my/j.php?MTID=mc2598bcc4afefbe1432609028ce1407c}$

1.	Call to Order	Beaty
2.	Adoption of the agenda	Beaty
 3. 4. 	Minutes Approval: a. July 24, 2023 Board Meeting Privilege of the floor	Beaty Beaty
5.	New Business: a. Lieutenant Evan Dilks Announcement Old Business:	
6.	a. Resolution #295: Proposition 4 b. PP-GEMT Payment Request	Crowl
7.	Reports: a. BOD Goals Updates b. MHA Update c. RCMS Update d. CLSD Staffing e. Training Captain Update f. Finance: YTD i. Ambulance revenue – Wittman YTD ii. Expenses g. Ambulance run data/CLSD Activity	Beaty/Tittle Tittle Tilles Golly Ottolini Crowl
8.	Other: a. DA Evaluation	BOD
9.	Shout out:	Open
10.	NEXT BOD MEETINGS: September 25 th , 2023 October 23 rd , 2023 November 27 th , 2023	

11. Adjourn



Post Office Box 1056 • Gualala, California 95445 • www.clsd.ca.gov MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS 4:00 PM, July 24nd, 2023

Call to Order: President Beaty called the meeting to order at 4:00 PM at the Bill Platt Training Room. Present were Directors: André, Beaty, Bower, Schwartz, Tilles, Crosby and Tittle. Also present: District Administrator Dave Crowl, Ops Manager Bronwyn Golly and community member Leslie Bates.

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

Approval of Minutes: Minutes from the June BOD Meeting will reflect that Director Bower attended the meeting remotely as a community member. Director TIlles moved to approve the June 26th, 2023 minutes with the change and was seconded by Director André. All ayes.

Privilege of the Floor: None

New Business:

a. Ambulance Proposal- Ops manager Bronwyn Golly outlined current problems with our aging ambulance fleet. We currently have 4 ambulances at CLSD and 1 loaned to Timber Cove Fire. CLSD is putting more miles on the ambulances since upstaffing the second ALS unit. CLSD is over budget for repair costs between the aging ambulances and problems with the diesel engines. Captain Golly proposed different ideas for replacing an ALS ambulance sooner than the scheduled replacement in 2026. Director Tilles suggested that have better planning for fleet funding in the future. Director Beaty stated that this is what the reserve is for and the CLSD Finance Committee will propose funding. Director Beaty suggested that Captain Golly proceed with investigations of different style of ambulances and report back to BOD with recommendations.

Old Business

a. Resolution #296: Adoption of the Proposition 4 Appropiation limit for fiscal year 2023-2024- Director Bower asked if we needed to go back to the voters at a scheduled basis for Appropriation limits. The last time this was done was in 2018 when Measure E was passed. The Resolution will be tabled while the DA investigates what is needed from Mendocino County Clerk's Office.

Reports:

- a. RCMS Urgent Care Facts: See page 5. DA Crowl explained how RCMS Urgent Care is open from 0800 to 1900 (8 AM to 6 PM) every weekday with on call hours on holidays and weekends. An Access Nurse line is used after hours to help patients looking for after hour informtion. Director Tilles explained that he is continuing to work with RCMS' treasurer regarding reporting numbers per our contract. The RCMS CFO is currently doing a total analysis and should have some numbers soon.
- b. Finance: YTD
 - i. Ambulance Revenue Net payments for June 2023 was \$112,774 with A/R of \$471,619. The large number for net payments reflects a back pay obtained from Medicare for under payment at the beginning of the year.
 - ii. Expenses Expenses remain within budgeted range with the one underfunded segment being the Training Division. See page 10. Operations, specifically vehicle repairs, was highlighted and shown to be at 200% of budget. This is due to our aging fleet and increased call volume.
- c. Ambulance run data/CLSD Activity- June had 43 transports and 63 billable incidents. The floating 12 month call volume was highlighted with chart on pg 13. The January increase in call volume over the second half of the fiscal year has put CLSD at over 1000 calls for the 12 month period. See pg 13-14.

Other: ***All CLSD BOD Meetings are recorded and archived for public reference***

Shout Out:

- Director Beaty gave a shout out to Captain Golly for her concise review of fleet management and her extensive efforts to find new possibilities for the fleet.
- Director Tittle gave a shout out to Michelline and MHA for their tireless work on the new mobile health clinic and the two grants they secured for operations.

Next Meeting: the 4^{th} Monday of the month at 4 PM

August 28th, 2023
 September 25th, 2023

Adjournment: Adjourned at 5:08 PM										
Minutes Approved:										
(Date)										

COAST LIFE SUPPORT DISTRICT **RESOLUTION No. 296**

RESOLUTION OF THE BOARD OF DIRECTORS OF COAST LIFE SUPPORT DISTRICT, STATE OF CALIFORNIA, ADOPTING THE PROPOSITION 4 **APPROPRIATION LIMIT FOR THE FISCAL YEAR 2023-2024**

WHEREAS, each fiscal year a Proposition 4 limit must be established; and

WHEREAS, Proposition 111, Article XIIIB, requires the Board of Directors of the Coast Life Support District to choose and adopt a certain method to increase this limit every year; and

WHEREAS, the Coast Life Support District had approved and adopted an Appropriation Limit for Fiscal Year 2022-2023 of \$2,935,679; and

WHEREAS, the Coast Life Support District has chosen the California Per Capita Personal Income and the Sonoma County Population Change Percentage factors in establishing the Proposition 4 limit; and

WHEREAS, the Board of Directors of the Coast Life Support District, now accepts the Sonoma County Treasurer's calculation for the Appropriation Limit to be \$3,049,773 based on sum of the tax income increase and the annual percentage change for the California Per Capita Personal Income which is 1.0444% and the local population growth change which is 0.9947%,

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coast Life Support District hereby adopts a new Appropriation Limit in the amount of \$3,049,773 for the Fiscal Year 2023-2024,

THE FOREGOING RESOLUTION was introduced by Director Beaty, who moved its adoption, seconded by Director Schwartz, and then adopted by the following vote on the 28th day of August, 2023.

Directors:	André Beaty Bower	Aye Aye Aye	No No No	Abstain Abstain Abstain	Absent Absent Absent
	Crosby	Aye	No	Abstain	Absent
	Schwartz	Aye	No	Abstain	Absent
	Tilles	Aye	No	Abstain	Absent
	Tittle	Aye	No	Abstain	Absent
WHEREUPO	N, the Presiden	Ayes: t declared the	Noes: foregoing RESO	Abstain: LUTION adopted	Absent:
		SO, ORDE	ERED		
		Naomi Sch	nwartz, Secretary	to the Board	



PUBLIC PROVIDER GROUND EMERGENCY MEDICAL TRANSPORTATION (PP-GEMT) PROGRAM MANAGED CARE AND FEE FOR SERVICE — INVOICE

Provider Information:
Provider Name:

Coast Life Support District

NPI:

1730284225

Due Date: 9/15/2023

Payment Details:
Year: 2023 Collection #: 2

Total Amount Due: \$28,314.60

Program/Payee Information:

Vendor Name:

California Department of Health Care Services

PP-GEMT Program Email:

AB1705@dhcs.ca.gov

Banking Information:

Bank Name: US Bank

Please await Wire Request Memo for payment instructions

Payment Methods Accepted:

ACH or Wire Transfer

Payment Instructions:

Attention: Please review, sign, and submit the Intergovernmental Transfer (IGT) Certification by **9/1/2023** to AB1705@dhcs.ca.gov. IGT Certification forms are required to be <u>submitted prior to each collection</u> due date. Once the IGT Certification form is received, DHCS will send a Wire Request Memo providing payment details and instructions.

Please do not send your IGT payment until you have received the Wire Request Memo as payment details are subject to change.

IGT Non-Federal Share (NFS) Breakdown By DHCS Delivery System

Managed Care (MC)

MC NFS #2 \$26,053.38

MC Admin Fee \$0.00

Fee For Service (FFS)

FFS NFS #2 \$2,261.23

FFS Admin Fee

Total* IGT Transfer Amount:

\$28,314.60

\$0.00

*Any differences are due to rounding.



FY 23/24 Proposed BOD Goals

Brief notes of 7/27/23 Special Meeting of BOD

- 1) New CLSSD Sign
- 2) Continue/expand outreach to schools
- 3) Continue/expand outreach to community. North end, South end?
- 4) Support Mobile Clinic (specifics?)
- 5) Construct Digital BOD Handbook (Board Director Reference Manual?)
- 6) Other

August 2023 Training Captain's Report

- Mobile Health Clinic Development w/MHA
 - Delivery of vehicle scheduled for September 14th at 1000 with formal reception and open house viewing.
 - Developing and Planning MHC driver and operator trainings for MHA and CLSD staff.
- Completion of Release at Scene Alternative Care Pathway policy, form and training platform with understanding by CVEMSA
 - With CVEMSA's acknowledgement of application, CLSD will enter a 6-month tracking, audit, and review of policy.
- Planning and preparation for CLSD/REMSTC's first ever EMS conference offered up to all providers within the District.
 - The Cardiac Symposium is planned for August 26th from 1000 to 1400 in the Bill Platt Training Center with CLSD's Medical Director, Dr. Tuck Bierbaum presenting on adult cardiac issues and Dr. Marc Berg of Standford presenting on pediatric cardiac issues. Both will be accepting questions and interaction from the audience.
- Preparation and planning for the next NREMT EMR course scheduled for Sept 8th through December 16th, Friday evenings and Saturday mornings.
- Final EMT student from Spring 2023 course tested with NREMT for certification and passed on first attempt. Of 8 students that successfully passed the course, 7 have sat for NREMT EMT certification exam with all passing on first attempt. The 8th student is planning on retaking the course in Spring of 2024.
- Continued monthly EMS training for RCVFD, SCVFD and CREST
- SurveyMonkey evaluations for the EMT course have been distributed, completed, and reviewed. Overall rating of the EMT course by those that successfully completed the course is **4.87 out of 5** (on a 1 to 5 scale and 5 being strongly agree/favorable)
- Working with EMT's Dominic Camozzi and Jeannie Alexander on the EMR course curriculum and prep for EMT 2024 course planned for January thru May 2024.
- The Training Room Supplies Closet was cleaned up and reorganized by Jeannie Alexander.
- SIPQuik cervical collar in service with provider reviews and input.
- As Chairman of SRJC PSTC EMCC board, working on ways to increase student EMS recruitment and retention.
- Continued active involvement in local EMS agency (LEMSA) committees: Policy Advisory Committee (PAC), Medical Advisory Committee (MAC), Emergency Medical Care Committee (EMCC), Continuous Quality Improvement (CQI).
 - Attendance and input ensure CLSD retains and expands vital prehospital care medicals, tools and policies.
- Reviewing numerous grant opportunities including those to providing funding for telemedicine for ambulances and mobile health clinic (MHC)

Training Captain (Chris' Outside Associated Activities)

- Moving forward with PPN (Pediatric Pandemic Network) Fellowship program meeting
 with national mentors on the development of a Pediatric Mental Health Screening
 Algorhythm to be utilized in conjunction with MHC and telemedicine.
 - Algorhythm reviewed with Micheline White of MHA to ensure accuracy and appropriateness.
 - Working with Operation Captain to move forward with staff training and implementation.
 - With the lack of resources and support locally, the implementation of the screening tool will assist prehospital providers in making treatment and transport decisions when faced with adolescents in mental health crisis.
 - Once those in need are identified, they are directed to YST support, that utilizes community mentors to take the burden off of school counselors and local therapists.
- Met with Dr. Cheryl King of University of Michigan to learn about and implement Youth-Nominated Sponsor Team (YST-2) mentorship program to assist adolescents after hospitalization and treatment.
 - Continued attempts to draw in collaboration with local schools and resources.
 - Reviewed implementation with Micheline White of MHA on inclusion of YST support through the mobile health clinic (MHC) telemedicine.
- Continued working on writing an Op-Ed to be published in EMS and Nursing journals speaking for expansion of Community paramedicine in rural and super rural regions.
 - The article will be used to initiate awareness in preparation for meeting with state legislators to reevaluate needs for Community Paramedics in rural and super rural regions.

CLSD AMBULANCE REVENUE

	A	В	C	D	E	F	G	Н	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	
FY23													,	BAL END JUL'22
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	
OCT22	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	
APR'23	62	\$ 217,379	\$ 133,512	\$ 35,482	\$ 4,293	\$ 44,093	\$ 56,347	\$ 853	\$ 55,495	\$ 42,440	\$ 1,380	\$ -	\$ 455,179	
MAY'23	55	\$ 220,728	\$ 104,585	\$ 20,527	\$ 6,340	\$ 89,276	\$ 41,233		\$ 41,233	\$ 2,204	\$ -	\$ -	\$ 501,018]
JUN'23	63	\$ 324,497	\$ 156,292	\$ 64,456	\$ 13,032	\$ 90,717	\$ 112,774		\$ 112,774	\$ 6,126	\$ 1,216	\$ -	\$ 471,619	BAL END FY23
FY24	•													
JUL'24	26	\$ 88,492	\$ 37,027	\$ 12,683	\$ 349	\$ 38,433	\$ 94,503		\$ 94,503	\$ -	\$ -	\$ 1,046.06	\$ 416,595	1
•	•									•	•			•
					T	T					T	1 -		7
JUL FY23	54	\$ 187,272	\$ 45,127	\$ 69,096	\$ 1,407	\$ 71,642	\$ 78,972	\$ -	\$ 78,972	\$ 47,333	\$ 1,395	\$ -	\$ 388,695	1
FY To Date	26	\$ 88,492	\$ 37,027	\$ 12,683	\$ 349	\$ 38,433	\$ 94,503	s -	\$ 94,503	s -	\$ -	\$ 1,046		
Last 12 Months	713	\$ 2,787,712	\$ 1,308,563	\$ 478,945	\$ 90,563	\$ 909,640	\$ 793,624	\$ 18,346	\$ 775,278	\$ 101,700	\$ 10,967	\$ 6,205		
											•	•		
Monthly Average FY To Date	26	\$ 88,492	\$ 37,027	\$ 12,683	\$ 349	\$ 38,433	\$ 94,503	s -	\$ 94,503	\$ -	\$ -	\$ 1,046		
Monthly Average Last 12 Months	59	\$ 232,309	\$ 109,047	\$ 39,912	\$ 7,547	\$ 75,803	\$ 66,135	\$ 1,529	\$ 64,607	\$ 8,475	\$ 914	\$ 517		
			AGING 26	0 (289)				1						
Month	Current (26)	31-60 (62)	61-90 (25)		121-180 (33)	180+ (99)	Ralance	1						

	AGING 260 (289)													
Month	Current (26)	31-60 (62)	61-90 (25)	91-120 (15)	121-180 (33)	180+ (99)	Balance							
JUL	\$ 35,746	\$ 55,093	\$ 53,609	\$ 23,455	\$ 86,116	\$ 162,577	\$ 416,595							

CMS TRAN	POI	RTS ON -	
TOTAL	\$	1,057.14	1-CLAIM -MAY 23 1 -CLAIM-JUL 24

4:04 PM 08/10/23 **Accrual Basis**

Coast Life Support District Profit & Loss Budget Overview FY24 July 2023

	Jul 23	Budget	\$ Over Bud	% of Budget
Ordinary Revenue/Expense Revenue				
4000 · CLSD Special Taxes 4001 · Mendocino County Taxes	109,017.34	109,017.34	0.00	100.0%
4002 · Sonoma County Taxes	82,454.05	82,454.05	0.00	100.0%
Total 4000 · CLSD Special Taxes	191,471.39	191,471.39	0.00	100.0%
4200 · Ambulance Revenue	37,386.55	66,666.63	-29,280.08	56.1% 2
4400 · Miscellaneous Revenue	1,145.00	1,666.63	1,666.63 -521.63 25,000.00 0.00 25,000.00 0.00	68.7%
4410 · Intergovermntl Transport(IGT) 4420 · Ground Emerg Med Transport	25,000.00 25,000.00	,		100.0% 100.0%
Total Revenue	280,002.94	309,804.65	-29,801.71	90.4%
Expense 5000 · Wages and Benefits	153,294.64	159,364.55	-6,069.91	96.2%
5000TD · Wages & Bene-Training Division	11,027.60	16,342.09	-5,314.49	67.5%
6000 · Ambulance Operations	19,712.45	15,854.24	3,858.21	124.3%
6000TD · Training Division Operations	0.00	62.50	-62.50	0.0%
6700 · Overhead/Administration	22,101.67	17,225.23	4,876.44	128.3%
6700TD · Overhead/Admin-T.Division	216.66	208.37	8.29	104.0%
6971 · IGT 7000 · Urgent Care	-8,916.67 69,698.03	20,000.00 69,829.88	-28,916.67 -131.85	-44.6% 3 99.8%
8000 · Interest Expense	0.00	66.63	-66.63	0.0%
9500 · Depreciation Expense	10,847.63	10,847.63	0.00	100.0%
Total Expense	277,982.01	309,801.12	-31,819.11	89.7%
Net Ordinary Operating Surplus	2,020.93	3.53	2,017.40	

4:04 PM 08/10/23

Accrual Basis

Coast Life Support District Profit & Loss Budget Overview FY23

July 2023

- 1. Total 4000- CLSD Special Taxes-Anticipate Mendocino 7% Teeter by end of Aug CY23
- 2. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L).
- 3. PP-GEMT/IGT PROGRAM -Accruel for expense.

CLSD RUN DATA PRECEEDING 12 MONTHS

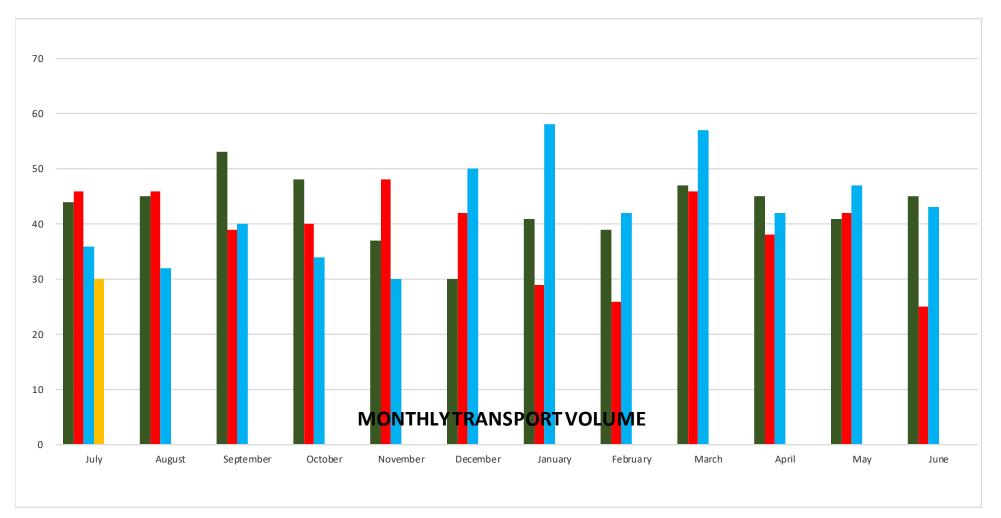
DATE		INCIDENTS BILLABLE		ABLE	AMBULANCE DISPATCH					1	TO FROM		LANDING	T&R	# OF HRS	MISSED		
				INCID	ENTS	М	М	М	В	В	HOS	PITAL	U	C	—		UNAVAIL.	CALLS
MON	YR					120	122	124*	121*	123*	TRANS	SPORTS	TRANS	PORTS				
July	2023	97	81	56	54	72	25	1	1	0	30	36	8	7	11	26	17	0
June	2023	86	65	63	45	65	21	2	1	0	43	25	3	7	6	18	30	1
May	2023	99	99	55	77	81	18	2	1	0	47	42	12	6	8	17	15	1
Apr	2023	85	88	62	57	63	20	1	1	0	34	39	5	6	8	19	8	0
Mar	2023	96	88	79	68	77	19	0	4	1	57	46	13	4	8	23	12	0
Feb	2023	79	55	54	38	62	17	1	2	0	32	26	8	5	10	16	12	0
Jan	2023	91	57	77	40	65	26	1	2	0	58	29	15	3	11	19	29	1
Dec	2022	88	66	67	57	70	17	0	2	0	50	42	10	6	2	14	27	0
Nov	2022	54	85	42	66	44	10			0	26	42	5	10	4	11	10	0
Oct	2022	74	80	52	67	65	15	1	2	0	28	40	4	8	6	18	16	0
Sep	2022	94	92	75	72	74	23	2	1	0	36	39	10	7	4	32	20	1
Aug	2022	92	106	62	70	77	18	1	4	0	32	46	11	10	9	19	10	0
																		·
TOT	ALS	1035	962	744	711	815	229	12	21	1	473	452	104	79	87	232	206	4

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

M120 AND M122 ARE 24/7 STAFFED AMBULANCES/*M124,*B121 & *B123 ARE UPSTAFFED WHEN NEEDED TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA) AMBULANCE UNAVAILABLE IS TOTAL HOURS UNCOVERED BECAUSE ALL OTHER AMBULANCES ARE OFF ISLAND AN EMPTY BOX MEANS MISSING DATA

MONTHLY AMBULANCE TRANSPORT DATA

Monthly Transports	July	August	September	October	November	December	January	February	March	April	May	June
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	42	47	43
2023 - 2024	30											



MONTHLY AMBULANCE DATA

Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
2020 - 2021	60	55	61	58	48	39	54	58	47	72	56	72
2021 - 2022	68	70	72	65	56	57	49	38	68	59	77	45
2022 - 2023	54	62	75	52	42	66	77	54	79	62	55	63
2023 - 2024	56					·		·				

