



AGENDA
REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS
38901 Ocean Drive, Gualala, CA 95445 – Bill Platt Training Room
>>> **Monday October 23, 2023 – 4:00 PM**<<<

Board meetings will also be available via teleconference.

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=mf12f86a3cf95d166e1b424b42dda0ad5>

- | | |
|-------------------------------------|----------------|
| 1. Call to Order | Beaty |
| 2. Adoption of the agenda | Beaty |
| 3. Minutes Approval: | |
| a. September 25, 2023 Board Meeting | Beaty |
| 4. Privilege of the floor | Beaty |
| 5. New Business: | |
| a. Form 700 and Oath | Crowl |
| b. Sonoma County Tax Initiative | |
| 6. Old Business: | |
| a. New Ambulance | Golly |
| 7. Reports: | |
| a. BOD Goals Updates | Beaty/Tittle |
| b. Mendocino Resilience Meeting | Schwartz |
| c. Operation and Training Captains | Golly/Ottolini |
| d. Finance: YTD | Crowl |
| i. Ambulance revenue – Wittman YTD | |
| ii. Expenses | |
| e. Ambulance run data/CLSD Activity | Crowl |
| 8. Other: | |
| a. Turkey Day Planning | BOD |
| b. December BOD Meeting | |
| 9. Shout out: | Open |
| 10. NEXT BOD MEETINGS: | |
| November 27 th , 2023 | |
| December 25 th , 2023 | |
| January 22 nd , 2024 | |
| 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, September 25nd, 2023

Call to Order: President Beaty called the meeting to order at 4:03 PM at the Bill Platt Training Room. Present Directors: Beaty, Bower, Crosby, and Schwartz. Directors Tilles and Tittle absent. Also present: District Administrator Dave Crowl and Ops Manager Bronwyn Golly. RCMS was represented by BOD Treasurer Drew McCalley, BOD President Leslie Bates, CFO Christy MacVie and CEO Ara Chakrabarti.

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

Approval of Minutes: Director Schwartz moved to approve the August 28th, 2023 minutes as written and was seconded by Director André. All ayes.

Privilege of the Floor: None

New Business:

- a. RCMS Urgent Care financial update was presented by RCMS BOD Treasurer, Drew McCalley. Treasurer McCalley introduced RCMS' new CFO Christy MacVie who works for a company that also handles finance operations for the Anderson Valley Health Clinic ~~clinic~~ and a Ft. Bragg clinic. Treasurer McCalley apologized for the late submittal of the financial reporting citing delays while transitioning to their new CFO. RCMS is very happy with the numbers and their validity. (pg. 4) Director Bower asked that the wording for the CLSD tax funding be titled 'contract' rather than 'grant'. Treasurer McCalley agreed. Director Bower asked if the x-ray equipment and staff are billed as RCMS Urgent Care or are those costs billed as Primary Care? CEO Chakrabarti stated that any shared services such as the lab or x-ray are billed in both Primary Care and Urgent Care. The percentage of coverage is based on patients seen. For example, if 4 urgent care patients and 6 primary care patients used the lab then the budget for the lab would reflect 40% Urgent Care funding and 60% Primary Care funding. President Beaty stated that this presentation is a great first step towards quantifying where the tax money is being spent and creating useful information to share with the public when and if a tax increase is requested.

Old Business

- a. GEMT Payment- placed on 9/14/2023 for \$28,314.60. This is the second payment in the series of three for FY2022.

Reports:

- a. BOD Goals Updates – Director Schwartz stated she has been looking up information on digitalizing the Board Handbook and the CSDA website has been most helpful. Director Tittle and DA Crowl met before her vacation and established preliminary plans for the annual CLSD open house. The MHA mobile health clinic has arrived. MHA and CLSD staff are being trained in operation of the clinic. We hope to have the clinic up and running in the new year. Director Crosby expressed concern that the public may be confused about calling for an ambulance versus the clinic. DA Crowl stated that MHA and CLSD will continue to educate the public regarding each service and how/when to access them.
- b. Captain's Report, see page 8-10
- c. Finance: YTD
 - i. Ambulance Revenue- Net payments for August 2023 were \$73,196 with A/R of \$423,311.
 - 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- August had 36 transports and 68 billable incidents. See pg 13

Other: Closed session DA evaluation

Shout Out:

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


- October 23rd, 2023
- November 27th, 2023

Adjournment: Adjourned at 6:45 PM

Minutes Approved:

_____ (Date)_____

County Administrator's Office

Climate Action and Resiliency	+
Policy Grants and Special Projects	+
Legislative Program	+
Community Investment Fund Program	+
Budget and Operations	+
Sonoma County Annual Reports	
Projects	+
Sonoma County Communications	+
Calendar	
Website Accessibility Assistance	
 Back to COUNTY ADMINISTRATOR'S OFFICE	

FOR IMMEDIATE RELEASE

Supervisors place firefighting sales tax on March ballot

SANTA ROSA, CA | September 12, 2023

The Sonoma County Board of Supervisors today voted to place on the March 2024 ballot a half-cent sales tax for enhanced fire protection, paramedic services and disaster response after the measure received enough signatures in a petition to be put to voters.

If approved by a majority of voters in the March 5 primary, the initiative would raise approximately \$60 million annually, divided by 31 Sonoma County fire agencies. Those agencies could spend the funds according to the expenditure plan, which outlines six program categories: wildfire prevention, preparedness, emergency response, and vegetation management; recruitment and retention of local firefighters; updates to essential equipment and facilities; transfer of funds among designated local agencies or entities; implementation costs; and countywide expenditures, as more fully described in the expenditure plan.

To qualify for the ballot, proponents were required to gather signatures from at least 19,746 registered voters. They submitted 28,990, and the Registrar of Voters validated 23,492 signatures.

If passed, the initiative requires the Board of Supervisors establish an oversight committee of 11 appointed members to provide transparency and ensure fiscal accountability.

At the Sept. 26 meeting, the board will consider adopting a resolution calling the election and then ordering it consolidated with the March Primary.

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###

FR CONVERSIONS PIONEER II AMBULANCE



BEST-IN-CLASS RAM PROMASTER

FR Conversions builds their popular Pioneer II using the RAM ProMaster. This chassis offers best-in-class performance including:

- 76" interior headroom makes for a larger work space
- 21" load-in height
- 36' turning radius
- Exceptional visibility

Combine that with the great fuel economy and the smooth ride of front-wheel-drive, and there's a lot to like about this chassis.

ABOUT US REDSKY EMERGENCY VEHICLES

"We're a family-owned ambulance dealership founded in 2010. Our mission is to offer exceptional ambulances and service to our emergency services customers. We're excited to offer FR Conversions Type IIs because they offer great performance advantages and can be delivered quickly as well."

KIRSTEN SKYBA

Vice President & Co-Owner



SAFETY & COMFORT

KKK-compliant safety belts throughout, along with plush upholstery make transporting safer and more comfortable.



MORE STORAGE

Enjoy the storage space of ten (10) 15.5" deep cabinets. Aluminum cabinet construction is standard along with a large action area.



SLIDE-OUT OXYGEN

No need to lift a heavy O2 cylinder in and out of your ambulance. Simply slide the cylinder out with the O2 tray.

For more information visit :

October FY24 BOD Agenda Packet pg. 5 of 12
WWW.REDSKYEMERGENCYVEHICLES.COM

FR CONVERSIONS PIONEER II AMBULANCE



STANDARD FEATURES

- **Chassis:** RAM ProMaster 2500 chassis, 3.6 L V6 engine, 280 HP; 9-Speed Automatic 948TE Automatic transmission; front-wheel drive; ABS traction control, 6-speed transmission; 8,900 lbs. GVWR
- **Performance / Safety:** Supplemental front seat-mounted side air bags; supplemental side-curtain air bags; drowsy driver detection; traffic signal recognition; full-speed forward-collision warning Plus; ESC; all-speed traction control
- **Certifications:** Meets all requirements of KKK-A-1822F, CARB, CAAS GVS and California Title 13 and change notices.
- **Standard Features:**
 - Webasto Vancouver FM RC AC system, 33K BTUs, dual-controls in cab and patient compartment
 - 6-point safety belts
 - All aluminum cabinet fascia
 - 1800-watt Xantrex Freedom 806-1840 HF inverter/charger
 - Kussmaul 20-amp auto eject shoreline
 - All LED warning and scene light package
 - Digital main O2 display
 - Slide-out oxygen cylinder
 - Eight (8) electrical outlets throughout
 - Stryker universal floor plate compatible with Stryker and Ferno cot retention systems



ONLY CRASH TESTED TYPE II AMBULANCE

For more information visit :

October FY24 BOD Agenda Packet pg. 6 of 12
WWW.REDSKYEMERGENCYVEHICLES.COM

Deposits Into Your Leave Account

PTO is calculated according to the employees scheduled work schedule. Employees work a variety of schedules at Coast Life Support District. The current options of PTO accrual rates per pay period are:

- Full-time average 56 hours a week - 11.08 hours, equals 288.08/yr
- Full-time 48 hours a week - 9.23 hours, equals 239.98/yr
- Full-time 40 hours a week - 7.69 hours, equals 199.94/yr
- Half-time 24 hours scheduled a week - 4.62 hours, equals 120.12/yr

Employees are eligible to accrue up to 2 years (26 pay periods x 2) of PTO at their scheduled rate.

The following is the max accrued PTO hours that can be banked.

- Full-time 56hrs = 576.16 hrs.
- Full-time 48hrs = 443.04 hrs.
- Full-time 40hrs = 399.88 hrs.
- Half-time 24hrs = 240.24 hrs.

Once you reach the maximum accrual amount, you will not accrue any additional PTO until your PTO hours are used. Any PTO time lost after maximum accrual amount is final and will not be retroactively credited.

CLSD does not require that you keep a minimum amount of banked PTO hours available. You are encouraged to keep a self-determined amount available in case of an emergency or injury.

District Administrator Contract: Specifies 3 weeks vacation a year with sick time "California regulations".
Current DA PTO accrual rate: 4.6 hrs per 2 week pay period

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
FY23													
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
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
FY24													
*JUL'23	26	\$ 88,492	\$ 37,027	\$ 12,683	\$ 349	\$ 38,433	\$ 94,503		\$ 94,503	\$ -	\$ -	\$ 1,046.06	\$ 416,595
AUG'23	68	\$ 371,331	\$ 185,174	\$ 48,390	\$ 2,924	\$ 134,842	\$ 76,712	\$ 3,516	\$ 73,196	\$ 40,834	\$ 13,358	\$ (738.73)	\$ 423,311
SEPT'23	49	\$ 218,350	\$ 78,953	\$ 52,918	\$ 8,369	\$ 78,109	\$ 102,440	\$ 1,785	\$ 100,656	\$ 1,717	\$ 3,721	\$ -	\$ 395,327

SEPT'22	75	\$ 245,461	\$ 87,388	\$ 62,212	\$ 3,999	\$ 91,862	\$ 75,904	\$ 6,628	\$ 69,275	\$ -	\$ 0	\$ 5,076	\$ 415,508
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* 30 BILLABLE INCIDENTS CLEARED IN AUG (SERVER ISSUE) TOTAL 56 BILLABLE INCIDENTS

FY To Date	143	\$ 678,172	\$ 301,154	\$ 113,992	\$ 11,642	\$ 251,384	\$ 273,656	\$ 5,301	\$ 268,355	\$ 42,550	\$ 17,079	\$ 307
Last 12 Months	693	\$ 2,911,068	\$ 1,374,542	\$ 466,286	\$ 95,853	\$ 974,387	\$ 839,680	\$ 17,019	\$ 822,662	\$ 144,251	\$ 28,046	\$ 390

Monthly Average FY To Date	48	\$ 226,057	\$ 100,385	\$ 37,997	\$ 3,881	\$ 83,795	\$ 91,219	\$ 1,767	\$ 89,452	\$ 14,183	\$ 5,693	\$ 102
Monthly Average Last 12 Months	58	\$ 242,589	\$ 114,545	\$ 38,857	\$ 7,988	\$ 81,199	\$ 69,973	\$ 1,418	\$ 68,555	\$ 12,021	\$ 2,337	\$ 33

AGING (255)							
Month	Current (49)	31-60 (59)	61-90 (24)	91-120 (18)	121-180 (33)	180+ (72)	Balance
SEPT	\$ 69,850	\$ 74,765	\$ 30,343	\$ 23,823	\$ 50,119	\$ 146,426	\$ 395,327

CMS TRANSPORTS ON -	
TOTAL	

Coast Life Support District



Profit & Loss Budget Overview FY24

July through September 2023

	Jul - Sep 23	Budget	\$ Over Budget	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes	574,414.37	574,414.37	0.00	100.0% ¹
4200 · Ambulance Revenue	228,697.04	199,999.97	28,697.07	114.3% ²
4400 · Miscellaneous Revenue	7,725.00	4,999.97	2,725.03	154.5%
4410 · Intergovernmental Transport(IGT)	75,000.00	75,000.00	0.00	100.0%
4420 · Ground Emerg Med Transport	75,000.00	75,000.00	0.00	100.0%
Total Revenue	960,836.41	929,414.31	31,422.10	103.4%
Expense				
5000 · Wages and Benefits	464,704.18	478,093.69	-13,389.51	97.2%
5000TD · Wages & Bene-Training Division	33,313.26	49,026.57	-15,713.31	67.9%
6000 · Ambulance Operations	52,611.94	47,562.56	5,049.38	110.6% ³
6000TD · Training Division Operations	0.00	187.50	-187.50	0.0%
6700 · Overhead/Administration	77,087.41	51,675.37	25,412.04	149.2% ⁴
6700TD · Overhead/Admin-T.Division	1,499.96	625.03	874.93	240.0%
6971 · IGT	-60,000.00	60,000.00	-120,000.00	-100.0%
7000 · Urgent Care	209,094.09	209,091.11	2.98	100.0%
8000 · Interest Expense	0.00	199.97	-199.97	0.0%
9500 · Depreciation Expense	32,542.97	32,542.97	0.00	100.0%
Total Expense	810,853.81	929,004.77	-118,150.96	87.3%
Net Ordinary Operating Surplus	149,982.60	409.54	149,573.06	

1. Total 4000- CLSD Special Taxes- Received final Mendocino 7% Teeter FY23 9/23. Received final Sonoma Co Tax for FY23 8/23.
2. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L).
3. 6000 Amb Ops:6210 Veh Repair: Had several Ambulance repairs, medical supplies & fuel continue to be leading factors in higher than anticipated expenses. But overall other expenses are below or as expected
4. 6700 Overhead/Admin: Education/Professional Development ~\$6700 & GEMT QAF: CY 2023-IGT Transfer Amounts: 1/3 of CY 2023 annual collection amount 2: Managed care 25,812.75 fee 2,234.36.

**CLSD RUN DATA
PRECEEDING 12 MONTHS**

DATE		INCIDENTS		BILLABLE INCIDENTS		AMBULANCE DISPATCH					TO HOSPITAL TRANSPORTS		FROM UC TRANSPORTS		LANDING 	T&R 	# OF HRS UNAVAIL.	MISSED CALLS
						M	M	M	B	B								
MON	YR					120	122	124*	121*	123*								
Sep	2023	72	94	55	75	58	13	2	1	0	33	36	5	10	10	12	12	0
Aug	2023	86	92	68	62	65	19	2	0	0	36	32	5	11	7	21	21	0
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
TOTALS		1007	950	730	706	787	220	13	17	1	474	435	93	83	91	214	209	3

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

M120 AND M122 ARE 24/7 STAFFED AMBULANCES/*M124,*B121 & *B123 ARE UPSTAFFED WHEN NEEDED

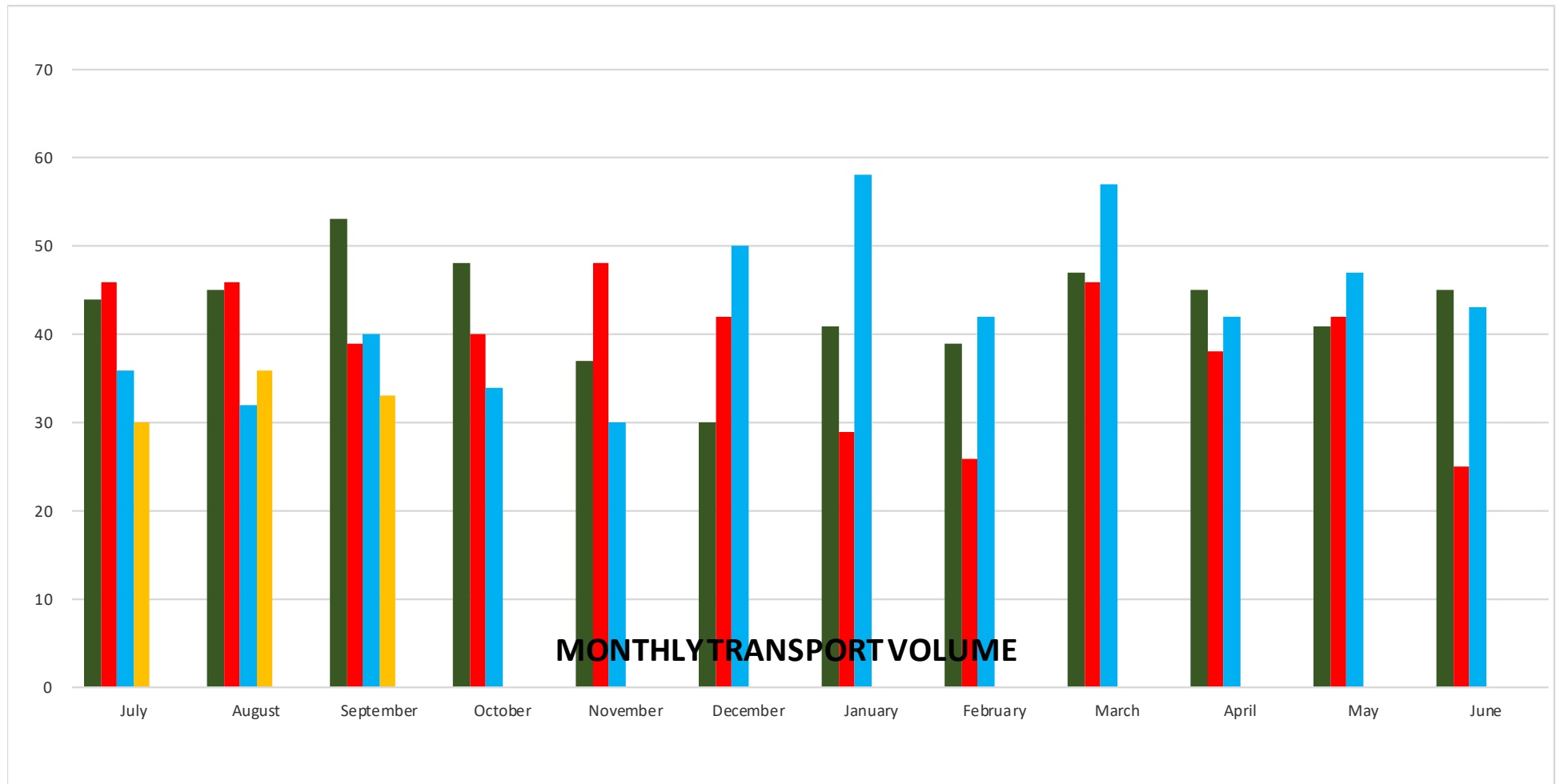
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

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	36	33									



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	68	55									

