



Finance Committee

AGENDA

Wednesday, October 18, 2023 at 9:00 AM

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m66f898a31b402d8df7881ccbdb658970>

- | | |
|--|-------------|
| 1. Call to Order | Tilles |
| 2. Agenda Approval | Tilles |
| 3. Minutes Approval: August 16, 2023 meeting | Tilles |
| 4. Privilege of the floor | Tilles |
| 5. New Business: | |
| • Discussion DA PTO increase in lieu of step increase | |
| 6. Old Business: | |
| • Ambulance Purchase Request | Golly |
| 7. Ambulance revenue – Wittman (YTD) | Crowl |
| 8. Expenses Summary | Crowl |
| 9. Cash Flow | Crowl |
| 10. Banking and investment review | Crowl |
| 11. Ambulance transport data YTD | Crowl |
| 12. Other: | |
| • GEMT Update | Crowl |
| 13. Shout out | Open to all |
| 14. Next FC Meetings – Third Wednesdays of the month, 9:00 AM. | |
| • November 15, 2023 | |
| • December 20, 2023 | |
| • January 17, 2024 | |
| 15. Adjournment | |

CLSD LIFE SUPPORT DISTRICT

PO Box 1056 • Gualala, California 95445

www.clsd.ca.gov

Finance Committee

Minutes of Meeting August 24th, 2023, at 9 am - Bill Platt Training Center

This meeting was held by teleconference and in person.

1. **Call to Order:** The meeting was called to order at 9 am by Treasurer Michael Tilles. Also present: Director Naomi Schwartz, Director Geoffrey Beaty, DA David Crowl, Captain Chris Ottolini, Captain Bronwyn Golly, Bookkeeper Robin Dills.
2. **Agenda Approval:** Director Schwartz moved to adopt the agenda, seconded by Director Beaty. All ayes.
3. **Meeting Minutes Approval:** Director Beaty moved to approve the June 21, 2023, FC meeting minutes, seconded by Director Schwartz All ayes.
4. **Privilege of the floor:** none
5. **New Business:**
 - **PP-GEMT Payment** - The PP-GEMT IGT payment for CY 2023 Invoice #2 due by September 15, 2023 (3-4 payments in CY2023). Payment will be in the amount of \$28,314.60. D.A. Crowl is authorized to sign for payment up to \$10k (without BOD approval). There are some standard/repetitive payments made for the district that are over this amount that have been approved over the \$10k. It was agreed to bring this before the BOD to ensure it had formal approval for the D.A. to make these payments.
6. **Old Business**
 - **Proposition 4 for FY24, Update:**
 1. FY23-24 Prop 4 Limit Calculation for Independent Special Districts: calculation of appropriations limits: \$3,049,773 based on sum of the tax income increase and the annual percent change for California Per Capita Personal income (1.0444%) and for local population change (0.9947%). CLSD is not increasing the payment for FY23-24 therefore does not need to go before the voters. This will be presented to the BOD to approve the appropriation limits at the next meeting.
 2. FY22-23: \$2,935,679.
 3. FY21-22: \$2,714,934.
 4. FY20-21: \$2,605,845.
 5. FY17-18: CLSD went to the voters to re-adopt The Proposition 4 Appropriations Limit. This was due to an increase in the payment.
7. **Finance: YTD:**
 - **Ambulance Revenue:** Net payments for July 2023 totaled \$94,503 with A/R of \$416,595. Billable incidents showed only 26 but in fact there were 56. The last part

of July's billable incidences didn't make the deadline to be included in July's billables (partially due to a server error & a crew member assigned the task of transferring was on vacation). All billables have been sent over to Wittman. Account 4200 on P&L was less than budget due to this issue. There will be a report with the remaining billables broken out for next month and we expect to be on budget.

- **Expenses:** Reviewed and within range.

8. Cash Flow: Reviewed.

9. Banking: Reviewed.

10. Ambulance Transport data – May 56 billable incidents with 30 transports.

11. Other:

- **New Ambulance Update:** Captain Golly gave a detailed review of her research into potential replacement options. The most viable choice is a van style chassis RAM ProMaster gas engine which has a better ride, better tip rating, and many options come standard (manufacturer FR Conversions). There is not a lot of room for customization, but this van style chassis has amazing interior space verses another manufacturer Mercedes Sprinter. A RAM van style, once ordered, has a quicker build time (within 3 months). The cost is approximately ~\$99k vs. ~\$220 for a Sprinter van style diesel engine (possible future emission issues in California). A box style ambulance is not the most comfortable for the attendant or patient, it will take longer to build and cost more.
- **REDCOM:** CLSD is billed based on call volume (approx. ~\$10 a call). D.A. Crowl explained in detail (beginning with a tone-out call) the way the billing worked was in brackets and if CLSD's call volume was to increase above ~\$13k it puts us into a new bracket. D.A. Crowl has implemented steps to closely review our call volume to ensure that there are no duplicates and There will be a report with the remaining billables broken out for next month he less likelihood for erroneous billing.

12. Shout out: Bookkeeper Robin Dills for her accuracy preparing the last F.C. minutes and her diligence in tracking down the billing issues last month.

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

- September 20, 2023
- October 18, 2023
- November 15, 2023

Adjournment: at 9.52 AM, Director Schwartz made a motion to adjourn and seconded by Director Beaty. All ayes.

Minutes approved:

(Date) _____

Naomi Schwartz, Secretary

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 :

FR24 October EC Agenda Pack v1.0 11
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 :

WWW.REDSKYEMERGENCYVEHICLES.COM

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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.



FY 24 Cash Projection	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP
Bank balance 9/30/2023	357,290	154,098	(49,094)	303,714	731,742	528,550	325,358	678,166	1,106,194	903,002	699,810	496,618
Prop Tax EMS/UC			556,000	631,220			556,000	631,220				
GEMT												
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												

	154,098	(49,094)	303,714	731,742	528,550	325,358	678,166	1,106,194	903,002	699,810	496,618	293,426
Charles Schwab Invest.	517,178	517,178	517,178	517,178	517,178	517,178	517,178	517,178	517,178	517,178	517,178	517,178

Schwab

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

**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

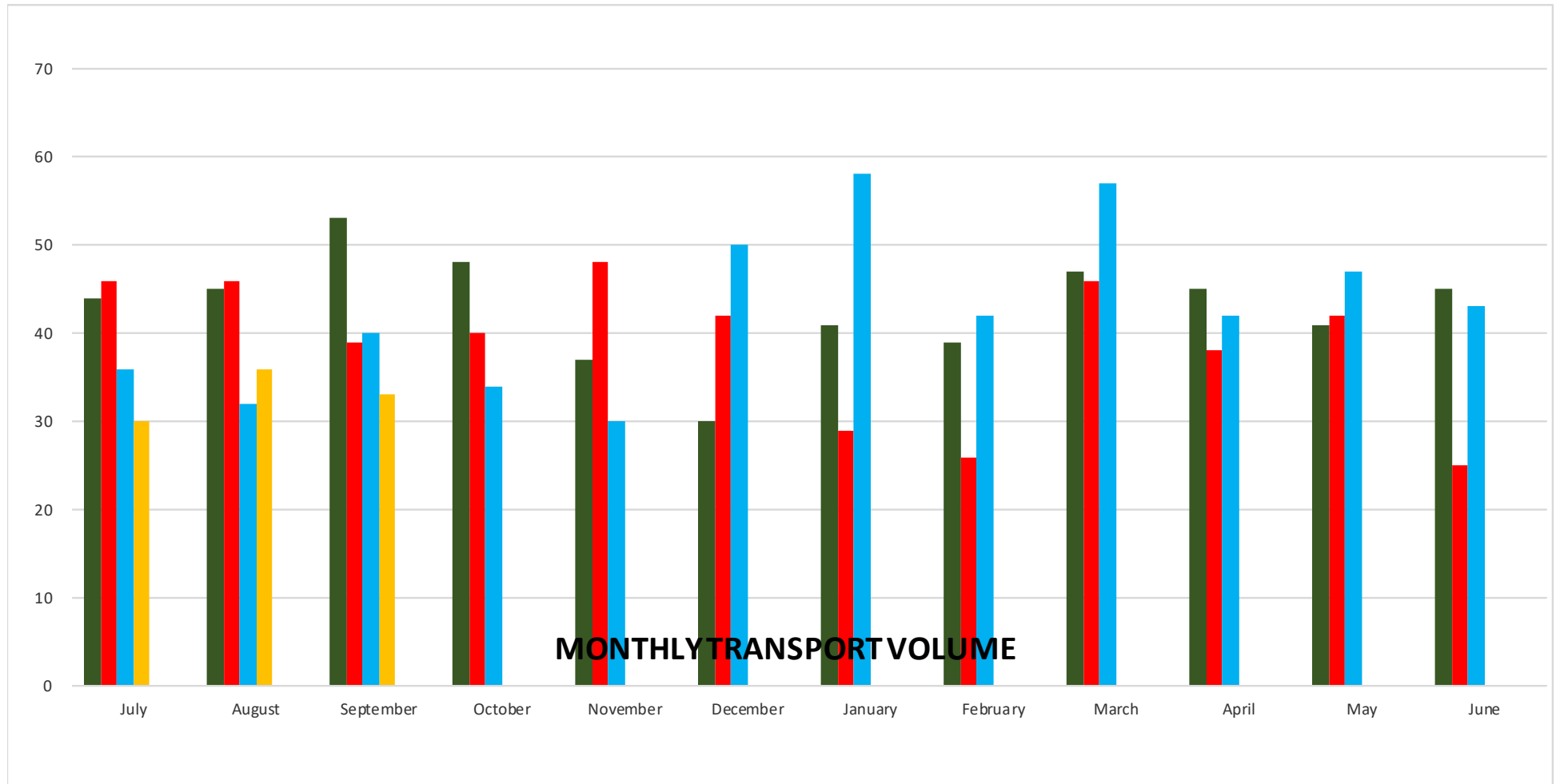
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

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									

