



Finance Committee

AGENDA

Thursday, January 18, 2024 at 9:00 AM

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m56ca1c30e7d65d93b05ee8f852ce5037>

- | | | |
|-----|---|-------------|
| 1. | Call to Order | Tilles |
| 2. | Agenda Approval | Tilles |
| 3. | Minutes Approval: December 20, 2023 meeting | Tilles |
| 4. | Privilege of the floor | Tilles |
| 5. | Old Business: | |
| | • New Ambulance Request | Golly |
| 6. | Ambulance revenue – Wittman (YTD) | Crowl |
| 7. | Expenses Summary | Crowl |
| 8. | Cash Flow | Crowl |
| 9. | Banking and investment review | Crowl |
| 10. | Ambulance transport data YTD | Crowl |
| 11. | Other: | |
| | • Personnel Update | Crowl |
| | • GEMT/IGT Update | Crowl |
| 12. | Shout out | Open to all |
| 13. | Next Finance Committee Meetings – 9:00 AM. | |
| | • February 21, 2024 | |
| | • March 20, 2024 | |
| | • April 17, 2024 | |
| 14. | Adjournment | |

CLSD LIFE SUPPORT DISTRICT

PO Box 1056 • Gualala, California 95445

www.clsd.ca.gov

Finance Committee

Minutes of Meeting December 20, 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 9:07 am by Treasurer Michael Tilles. Also present: Director Naomi Schwartz, Director Geoffrey Beaty, DA David Crowl, 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 Schwartz moved to approve the 15, November FC meeting minutes, seconded by Director Beaty All ayes.
- 4. Privilege of the floor:** none
- 5. Old Business:**
 - **Ambulance Finance Options: Revisited:** Captain Golly came to the FC meeting prepared with in-depth research on purchasing options for a new ambulance, as well as options to fund the purchase. The Financial Committee asked to begin the contract process with Community Leasing Partners. The two options are (1) a van or (2) a box set up with both being gas powered. These options will be reviewed at the next FC meeting.
 - **Sonoma County parcel tax update:** Parcel Tax District Boundaries issue has been resolved. (see Finance Committee Minutes November 15, 2023, for details). In October 2023 - CLSD was notified of complaints from 126 parcel owners receiving tax bills when they had previously been omitted since they were serviced by another ambulance provider.
 - NBS will be working with Sonoma County, Redcom and a mapping system to establish definite parcel lines. A report will be forthcoming.

- 6. Finance: YTD: Ambulance Revenue:** Net payments for Nov 2023 totaled \$41,685.00 with A/R of \$411,183.00. Note: ~\$66k is average income and in November '23, it was higher in ~\$73k.
- 7. Expenses:** Reviewed and within range. Wages were slightly higher due to there being 3 payrolls in November.
- 8. Cash Flow:** Reviewed. Mendocino (~\$631K) & Sonoma (~\$556) Property taxes expected mid/end of December.
- 9. Banking:** Reviewed. Charles Schwab: moved \$300k to Exchange Bank to cover expenses during the expected yearly low period. Balance at Schwab ~\$225k. All checks reviewed. *Please note that this last item needs to be in every Banking Review.*
- 10. Ambulance Transport data** – November billable incidents 51 with 38 transports. At the end of CY23 this year there were 1050 incidents versus 913 last year.
- 11. Other:**
- **Personnel Update:** As Cpt Ottolini steps down, we will no longer have a Training Officer online/remote. This will now be one of our paramedic's positions, with time to organize the Training Department. Because of the amount of work involved, the safety training will be a shared responsibility. CLSD will still offer Redwood Coast and Timber Cove medical training. EMT Class to begin Jan 2024 (6 signed up). CLSD has 6 full time, 3 lieutenants, 1 open position. Ethan Pack has graduated from Fire Academy and is expected to leave in February or March. At that time, we will be looking to hire 1 or 2 paramedics.
 - **RCMS:** Treasurer Tilles shared RCMS will be looking for funds to hire a new doctor. I don't remember MT saying this...and it doesn't need to be in our minutes. The requested financial ~~new~~ report has been delayed due to timing issues.
 - **GEMT Update:** The PP-GEMT IGT payment for CY 2023 Invoice #3 is due by 10:00 a.m. on Friday, December 15, 2023. \$26,919.12.

12. Shout out: Treasurer Tilles gave a shout out to Cpt Golly for all her research. She presented a detailed explanation of what is available for local government agencies regarding purchasing and financing options of an Aambulance. All the FC agreed it was well done and thanked Cpt Golly for all the detailed work.

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

- January 18, 2024 (Thursday)
- February 21, 2024
- March 20, 2024

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

WWW.REDSKYEMERGENCYVEHICLES.COM

FY24 January FC Agenda Packet pg. 5 of 12

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

FY24 January FC Agenda Packet pg. 6 of 12

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													
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	64	\$ 220,124	\$ 37,027	\$ 12,683	\$ 349	\$ 170,065	\$ 94,503		\$ 94,503	\$ -	\$ -	\$ 1,046.06	\$ 416,595
AUG'23	68	\$ 239,698	\$ 185,174	\$ 48,390	\$ 2,924	\$ 3,210	\$ 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
*OCT'23	62	\$ 235,995	\$ 33,964	\$ 40,852	\$ 13,770	\$ 147,408	\$ 53,689	\$ 727	\$ 52,962	\$ 24,728	\$ 1,477	\$ -	\$ 342,944
NOV'23	49	\$ 153,535	\$ 101,243	\$ 46,704	\$ 6,139	\$ (551)	\$ 41,685		\$ 41,685	\$ 10,149		\$ -	\$ 411,183
DEC'23	53	\$ 215,968	\$ 109,438	\$ 20,370	\$ 11,580	\$ 74,579	\$ 70,781	\$ 359	\$ 70,422	\$ 23,710	\$ 500	\$ 1,201.61	\$ 392,332

* see note in cell

DEC'22	66	\$ 299,577	\$ 112,355	\$ 55,850	\$ 14,255	\$ 117,117	\$ 27,633	\$ -	\$ 27,633	\$ 640	\$ 1,454	\$ -	\$ 428,477
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FY To Date	345	\$ 1,283,670	\$ 545,799	\$ 221,919	\$ 43,131	\$ 472,821	\$ 439,811	\$ 6,387	\$ 433,424	\$ 101,137	\$ 19,056	\$ 1,509
Last 12 Months	735	\$ 2,867,532	\$ 1,332,928	\$ 456,474	\$ 100,810	\$ 977,319	\$ 855,807	\$ 16,891	\$ 838,916	\$ 151,906	\$ 24,151	\$ 1,509

Monthly Average FY To Date	58	\$ 213,945	\$ 90,967	\$ 36,987	\$ 7,189	\$ 78,803	\$ 73,302	\$ 1,064	\$ 72,237	\$ 16,856	\$ 3,176	\$ 251
Monthly Average Last 12 Months	0	\$ 238,961	\$ 111,077	\$ 38,040	\$ 8,401	\$ 81,443	\$ 71,317	\$ 1,408	\$ 69,910	\$ 12,659	\$ 2,013	\$ 126

AGING 234 (244)							
Month	Current (53)	31-60 (38)	61-90 (20)	91-120 (21)	121-180 (38)	180+ (68)	Balance
DEC	\$ 109,085	\$ 59,559	\$ 40,572	\$ 22,498	\$ 59,832	\$ 100,789	\$ 392,332

CMS TRANSPORTS ON -	
TOTAL	

Coast Life Support District

Profit & Loss Budget Overview FY24

July through December 2023

	Jul - Dec 23	Budget	\$ Over Bud...	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes				
4001 · Mendocino County Taxes	674,777.58	654,104.19	20,673.39	103.2%
4002 · Sonoma County Taxes	535,902.15	494,724.64	41,177.51	108.3%
Total 4000 · CLSD Special Taxes	1,210,679.73	1,148,828.83	61,850.90	105.4% ¹
4100 · Interest Revenue	83.64	0.00	83.64	100.0%
4200 · Ambulance Revenue	445,868.70	399,999.98	45,868.72	111.5% ²
4400 · Miscellaneous Revenue	10,166.00	9,999.98	166.02	101.7%
4410 · Intergovernmental Transport(IGT)	150,000.00	150,000.00	0.00	100.0%
4420 · Ground Emerg Med Transport	150,000.00	150,000.00	0.00	100.0%
4421 · GEMT QAF Revenue	13,467.65	0.00	13,467.65	100.0%
Total Revenue	1,980,265.72	1,858,828.79	121,436.93	
Expense				
5000 · Wages and Benefits	1,029,680.88	956,187.40	73,493.48	107.7% ³
5000TD · Wages & Bene-Training Division	66,124.52	98,053.29	-31,928.77	67.4%
6000 · Ambulance Operations	110,145.32	95,125.04	15,020.28	115.8% ⁴
6700 · Overhead/Administration	164,699.85	103,350.58	61,349.27	159.4% ⁵
6700TD · Overhead/Admin-T.Division	1,203.49	1,250.02	-46.53	96.3%
7000 · Urgent Care	418,188.18	418,186.22	1.96	100.0%
8000 · Interest Expense	0.00	399.98	-399.98	0.0%
9500 · Depreciation Expense	65,085.98	65,085.98	0.00	100.0%
Total Expense	1,855,153.10	1,858,013.51	-2,860.41	99.8%
Net Ordinary Operating Surplus	125,112.62	815.28	124,297.34	

1. Total 4000- CLSD Special Taxes- Currently actual receivables for FY24 (1st installment Dec. Mendo & Sonoma Co. received).

2. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L).

3. 5000 - Wages & Benefits: ~\$24k paid out in PTO in Nov & Dec.

4. 6000 Amb Ops:6210 Veh Repair: Ambulance repairs, Uniforms, radio & communications contributing to higher operation expenses.

5. CY 2023-IGT Transfer Amounts: 2 of 3 -CY 2023 annual collection amount: Managed care & fee total: \$55,233.72



FY 24 Cash Projection	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC
Bank balance 12/31/2023	1,087,468	884,276	437,084	733,892	1,086,700	1,514,728	1,311,536	1,108,344	905,152	701,960	498,768	295,576
Prop Tax EMS/UC				556,000	631,220							556,000
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		244,000										
	884,276	437,084	733,892	1,086,700	1,514,728	1,311,536	1,108,344	905,152	701,960	498,768	295,576	648,384

Schwab

76,000

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 HOURS UNAVAIL.	# MISSED CALLS
						M	M	M	B	B								
MON	YR					120	122	124*	121*	123*								
Dec	2023	77	88	53	67	61	16	0	0	0	42	50	3	10	5	12	14	0
Nov	2023	69	54	51	42	54	15	0	0	0	38	26	4	5	3	10	8	0
Oct	2023	102	74	62	52	76	21	3	2	0	33	28	13	4	12	16	21	0
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

TOTALS	1039	935	735	677	799	230	15	15	1	483	415	94	78	99	209	199	3
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ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

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

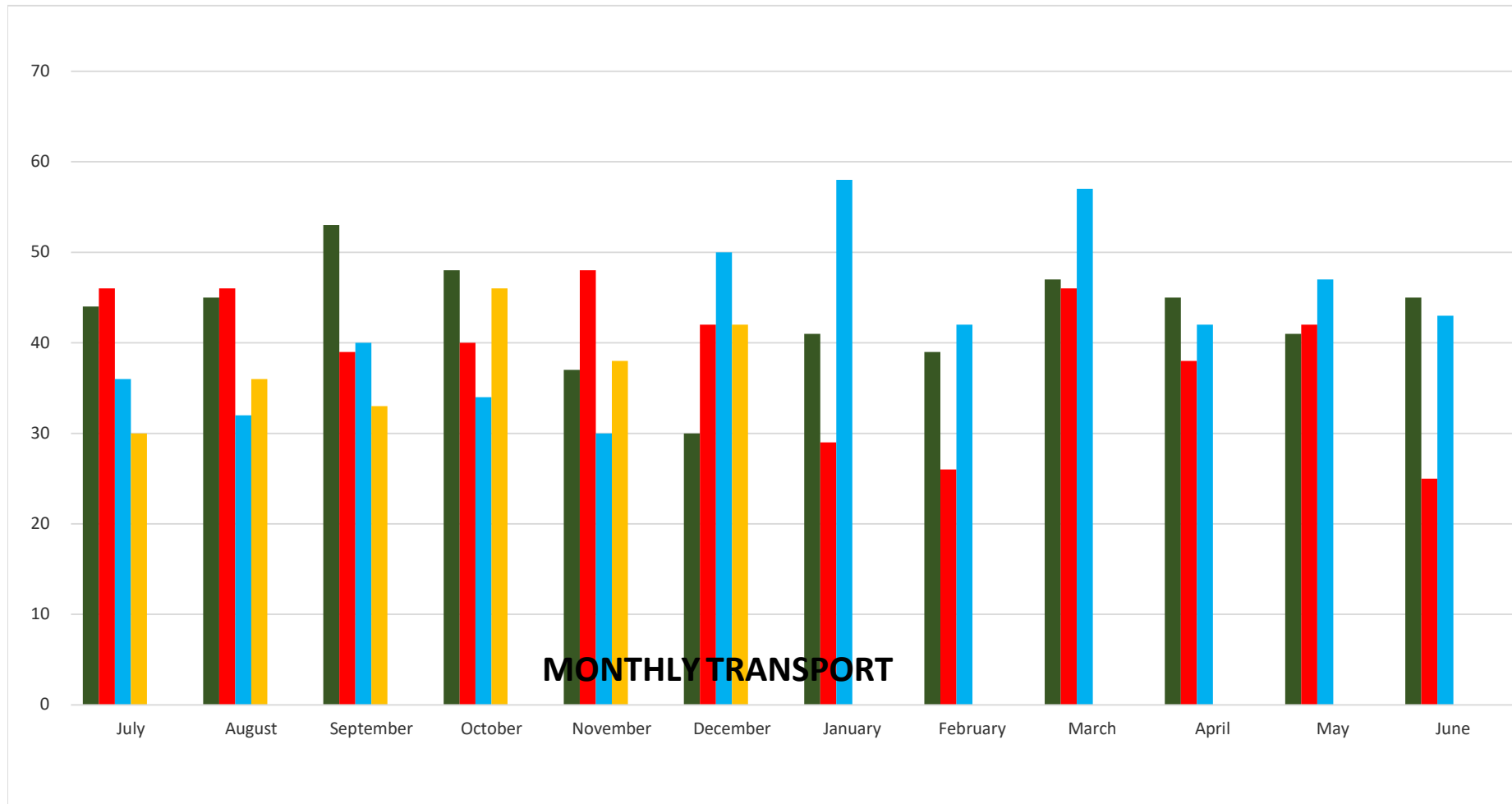
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

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	46	38	42						



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	62	51	53						

