



## Finance Committee

### AGENDA

**Thursday, February 21, 2024 at 9:00 AM**

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m4705f736eb9f1ddaa55721cbe3d560b5>

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|--|-------------|
| 1. Call to Order                               | Tilles      |
| 2. Agenda Approval                             | Tilles      |
| 3. Minutes Approval: January 18, 2024 meeting  | Tilles      |
| 4. Privilege of the floor                      | Tilles      |
| 5. Old Business:                               |             |
| • New Ambulance Update                         | 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. |             |
| • March 20, 2024                               |             |
| • April 17, 2024                               |             |
| 14. Adjournment                                |             |



## Finance Committee

Minutes of Meeting **Thursday, January 18, 2024**, at 9 am -  
Bill Platt Training Center

**This meeting was held by teleconference and in person.**

- 1. Call to Order:** Called to order 9:04 am by Treasurer Michael Tilles.  
Also present: Director Naomi Schwartz, Director Geoffrey Beaty, DA David Crowl.
- 2. Agenda Approval:** Director Beaty moved to adopt the agenda, seconded by Director Schwartz. All ayes.
- 3. Meeting Minutes Approval:** Director Schwartz moved to approve minutes of December 20, 2023 FC meeting, seconded by Director Beaty All ayes.
- 4. Privilege of the floor:** none
- 5. Old Business: New Ambulance Request:**
  - **2020 Ambulance purchase:** The last finance payment for the 2020 ambulance is due December 2024. DA Crowl anticipates the final payment to be in July 2024.
  - **New Ambulance purchase:** DA Crowl presented the FC with the bid for: 1FR Conversion Pioneer II Type II Ambulance, 2023 Ram ProMaster 2500 van  
Note: with all upgrades & equipment (including discount & warranties), this bid is less than a box style ambulance by 100/f130k.  
DA Crowl was asked to verify the costs listed on the bid for "Transportation via transport" as \$4,250 with the company, Red Sky before entering into contract.  
The loan payment structure is to be set by CLSD.  
By paying off the loan within 3 years, the interest rate stays around 4%.  
DA David Crowl suggested CLSD pay at the beginning of each FY (1st of July) for the next 3 years.  
Treasurer Tilles, asked DA Crowl to find out monetary difference between paying monthly vs paying in a lump sum.  
Director Schwartz moved to present the full BOD with the purchase of 2023 Ram ProMaster 2500 Ambulance and to enter into a lease agreement with Community Leasing Partners. Seconded by Director Beaty. All ayes.
- CLSD will be putting the 2011 Sprinter ambulance up for sale.
- 6. Finance: YTD: Ambulance Revenue:** Net payments for Dec 2023 totaled \$70,422 with A/R of \$392,332. Monthly FY average ~\$72k & last 12 months average \$~69K

**7. Expenses:** Reviewed and within range. Wages were slightly higher due in part to payouts of PTO in December/January.

**8. Cash Flow:** Reviewed.

**9. Banking:** Reviewed.

Charles Schwab: at the first of the year, the balance was ~\$76k.

In December, moved \$300k to Exchange Bank to cover expenses.

The difference from last year was a large IGT & GEMT payment in October.

We do not expect payment from IGT & GEMT until Feb/Mar 2024.

The current balance is now ~\$376k.

All checks reviewed.

**10.Ambulance Transport data** – December billable incidents 53 with 42 transports.

**11.Other:**

- **Personnel Update:** Effective March 1, 2024, Paramedic Pack will be going part-time. CLSD will be looking to hire 2 paramedics. Advertising will begin in February. Currently, part-time medics are filling these positions.
- **GEMT/IGT Update:**  
GEMT payment #1 due January 15, 2024 amount \$17,526.42.  
Next payment is due April 2024.  
IGT: CY 2022 payment #2 due Feb 23, 2024 amount \$241,884.  
Note: GEMT & QAF are state reimbursed programs.  
IGT is a federally reimbursed program.

**12.Shout out:**

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

- February 21, 2024
- March 20, 2024
- April 17, 2024

**14.Adjournment: at 10:07 AM,** Director Beaty motion to adjourn/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>FY23</b>													
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
<b>FY24</b>													
*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
JAN'24	44	\$ 167,921	\$ 69,381	\$ 19,919	\$ 11,871	\$ 66,750	\$ 49,322	\$ 959	\$ 48,363	\$ -	\$ 727	\$ -	\$ 409,992

\* adjusted for late bill submission

JAN'23	77	\$ 290,643	\$ 150,154	\$ 27,786	\$ 7,287	\$ 105,415	\$ 72,788	\$ -	\$ 72,788	\$ -	\$ -	\$ -	\$ 461,104
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<b>FY To Date</b>	389	\$ 1,451,591	\$ 615,180	\$ 241,839	\$ 55,002	\$ 539,570	\$ 489,132	\$ 7,346	\$ 481,787	\$ 101,137	\$ 19,783	\$ 1,509
<b>Last 12 Months</b>	702	\$ 2,744,810	\$ 1,252,155	\$ 448,607	\$ 105,394	\$ 938,653	\$ 832,341	\$ 17,850	\$ 814,491	\$ 151,906	\$ 24,878	\$ 1,509

<b>Monthly Average FY To Date</b>	56	\$ 207,370	\$ 87,883	\$ 34,548	\$ 7,857	\$ 77,081	\$ 69,876	\$ 1,049	\$ 68,827	\$ 14,448	\$ 2,826	\$ 216
<b>Monthly Average Last 12 Months</b>	59	\$ 228,734	\$ 104,346	\$ 37,384	\$ 8,783	\$ 78,221	\$ 69,362	\$ 1,488	\$ 67,874	\$ 12,659	\$ 2,073	\$ 126

AGING 246 (234)							
Month	Current (44)	31-60 (58)	61-90 (21)	91-120 (20)	121-180 (44)	180+ (69)	Balance
JAN	\$ 69,711	\$ 87,852	\$ 45,804	\$ 24,126	\$ 70,970	\$ 111,528	\$ 409,992

# Coast Life Support District

## Profit & Loss Budget Overview FY24

### July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budg...	% of Budget
<b>Ordinary Revenue/Expense</b>				
<b>Revenue</b>				
4000 · CLSD Special Taxes	1,394,677.20	1,340,300.30	54,376.90	104.1% <sup>1</sup>
4100 · Interest Revenue	83.64	0.00	83.64	100.0%
4200 · Ambulance Revenue	510,932.26	466,666.65	44,265.61	109.5% <sup>2</sup>
4400 · Miscellaneous Revenue	10,566.00	11,666.65	-1,100.65	90.6%
4410 · Intergovernmental Transport(IGT)	175,000.00	175,000.00	0.00	100.0%
4420 · Ground Emerg Med Transport	175,000.00	175,000.00	0.00	100.0%
4421 · GEMT QAF Revenue	13,467.65	0.00	13,467.65	100.0%
<b>Total Revenue</b>	<b>2,279,726.75</b>	<b>2,168,633.60</b>	<b>111,093.15</b>	<b>105.1%</b>
<b>Expense</b>				
5000 · Wages and Benefits	1,186,468.53	1,115,551.97	70,916.56	106.4% <sup>3</sup>
5000TD · Wages & Bene-Training Division	68,224.52	114,395.53	-46,171.01	59.6%
6000 · Ambulance Operations	113,478.65	110,979.20	2,499.45	102.3%
6700 · Overhead/Administration	187,418.26	120,575.65	66,842.61	155.4% <sup>4</sup>
6700TD · Overhead/Admin-T.Division	1,853.47	1,458.35	395.12	127.1%
7000 · Urgent Care	487,886.21	487,884.59	1.62	100.0%
9500 · Depreciation Expense	75,933.65	75,933.65	0.00	100.0%
<b>Total Expense</b>	<b>2,121,263.29</b>	<b>2,167,683.09</b>	<b>-46,419.80</b>	<b>97.9%</b>
<b>Net Ordinary Operating Surplus</b>	<b>158,463.46</b>	<b>950.51</b>	<b>157,512.95</b>	

1. Total 4000- CLSD Special Taxes

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

3. 5000 & 5000TD - Wages & Benefits Combined: FY24 Budgeted: \$1,229,947.50 - Expense: \$1,254,693.05 = \$24,745.55 (over Budget). With The Project Director resigning the position in Dec we are cost saving.

4. 6700: CY 2023-GEMT Transfer Amounts: 2 of 3 -CY 2023 annual collection amount: Managed care & fee total: \$55,233.72 & CY 2024 -GEMT 1 of 3 pymts = 17,526.43 (FY24 total \$72,760.15)



FY 24 Cash Projection	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN
Bank balance 1/31/2024	593,761	146,569	443,377	796,185	1,224,213	1,021,021	817,829	614,637	411,445	208,253	5,061	357,869
Prop Tax EMS/UC			556,000	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	244,000											
	146,569	443,377	796,185	1,224,213	1,021,021	817,829	614,637	411,445	208,253	5,061	357,869	785,897

Schwab

376,000

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*								
Jan	2024	71	91	44	77	56	15	0	0	0	24	58	7	15	8	15	14	0
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

<b>TOTALS</b>	1019	969	702	714	790	219	14	13	1	449	444	86	90	96	205	184	2
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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

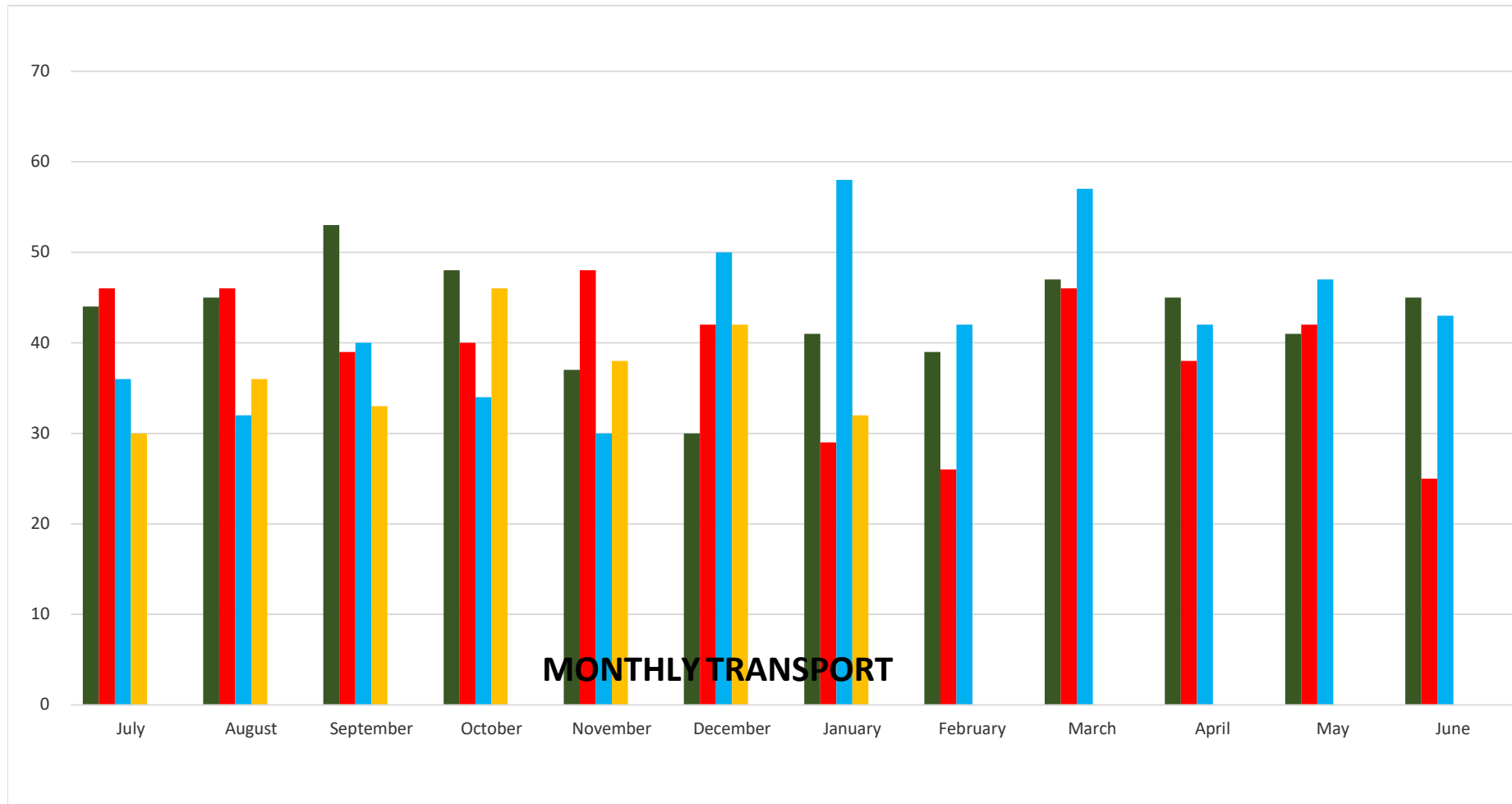
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

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	32					



### 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	44					

