



AGENDA

REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS

38901 Ocean Drive, Gualala, CA 95445 – Bill Platt Training Room

>>> **Monday March 25, 2024 – 4:00 PM**<<<

Board meetings will also be available via teleconference.

Meeting Link: <https://cisd.my.webex.com/cisd.my/j.php?MTID=m0378152ee5b0308566c42bf9d1bf240c>

- | | |
|---|----------|
| 1. Call to Order | Beaty |
| 2. Adoption of the agenda | Beaty |
| 3. Minutes Approval: | |
| a. February 26, 2024 Board Meeting | Beaty |
| 4. Privilege of the floor | Beaty |
| 5. New Business: | |
| a. CLSD Sponsored Paramedic School | Crowl |
| 6. Old Business: | |
| a. CLSD Bylaws discussion | Schwartz |
| b. New Ambulance | Golly |
| 7. Reports: | |
| a. BOD Goals: Open House and BOD Manual | Crowl |
| b. RCMS | Crowl |
| c. Finance: YTD | Crowl |
| i. Ambulance revenue – Wittman YTD | |
| ii. Expenses | |
| d. Ambulance run data/CLSD Activity | Crowl |
| 8. Other: | |
| a. Personnel Update | Golly |
| 9. Shout out: | Open |
| 10. NEXT BOD MEETINGS: | |
| April 22 nd , 2024 | |
| May 27 th , 2024 | |
| 11. Adjourn | |



**BOARD OF DIRECTORS
MEETING MINUTES
MONDAY, FEBRUARY 26, 2024**

Location: 38901 Ocean Drive Bill Platt Training Room CLSD Headquarters, Gualala, CA 95445.
Teleconference Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID>

BOD Present: Geof Beaty, Michael Tilles, Naomi Schwartz, Leslie Tittle, Julie Bower, Carolyn Andre, Cathleen Crosby

Staff Present: Browyn Golly, Operations Manager

Also present: Ara Chakrabarti, CEO/RCMS, Leslie Bates, BOD Chair RCMS, Drew McCalley RCMS/ BOD Treasurer, Christie MacVitie, CFO/RCMS

Minutes by: Naomi Schwartz, BOD Secretary

Meeting called to order at 4:05 pm by BOD President Beaty

After review, the Meeting Agenda was unanimously approved.

After review, the minutes of the January 22, 2024 BOD meeting were unanimously approved.

1. New Business

- a. Ara Chakrabarti, CEO of RCMS presented an overview of the new building plans for RCMS. As planned, it will provide 50% more clinical space and will potentially begin construction in 2025. The clinic will keep operating during the expansion.
- b. Ara Chakrabarti and Christie MacVitie, CFO of RCMS presented an overview of UC at RCMS' financial picture. CLSD BOD members requested of them specific demographic information for users of UC and, for information about the percentage of users of UC vs all users in future presentations.

2. Old Business

- a. Resolution 283 was unanimously passed by voice vote to adopt a financing agreement with Community Leasing Partners for purchase of the new ambulance.
- b. A discussion of CLSD Bylaws was moved to the next regularly scheduled BOD meeting.

3. Reports

- a. Directors Andre and Bower presented a potential advertisement to go on social media, print media, list serves etc. celebrating all the staff who work at CLSD.
- b. CLSD Training: Paramedic Tina Daniels has begun as Training Coordinator. The current EMT Training class has 10 participants.
- c. Finance: DA Crowl presented the Ambulance Revenue (Wittman) and Expense summary report to the BOD. All were within acceptable ranges.
- d. Ambulance run data and activity was reviewed.

4. Other

- a. DA Crowl and OM Golly explained that there currently are two paramedic openings. One will be filled by a current part time paramedic. The other position is still open with no applicants. Current staff will cover those openings until filled.

5. Shout outs:

- a. DA Dave Crowl received a shout out for his year end presentation to the CLSD BOD
- b. OM Bronwyn Golly received a shout out for facilitating the shipment of narcotics directly to CLSD.

Meeting adjourned at 5:10 pm

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													
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
JAN'24	44	\$ 167,921	\$ 69,381	\$ 19,919	\$ 11,871	\$ 66,750	\$ 49,322	\$ 959	\$ 48,363	\$ -	\$ 727	\$ -	\$ 409,992
FEB'24	61	\$ 241,696	\$ 119,867	\$ 36,037	\$ 5,491	\$ 80,302	\$ 41,251	\$ -	\$ 41,251	\$ 8,531	\$ 4,020	\$ 0.38	\$ 436,493
* see note in cell													
FEB'23	54	\$ 208,294	\$ 109,829	\$ 35,591	\$ 29,063	\$ 33,810	\$ 41,758	\$ -	\$ 41,758	\$ -	\$ 2,500	\$ 0.32	\$ 450,657
FY To Date	450	\$ 1,693,287	\$ 735,047	\$ 277,876	\$ 60,493	\$ 619,872	\$ 530,383	\$ 7,346	\$ 523,037	\$ 109,668	\$ 23,803	\$ 1,509	
Last 12 Months	709	\$ 2,778,212	\$ 1,262,194	\$ 449,053	\$ 81,822	\$ 985,144	\$ 831,833	\$ 17,850	\$ 813,983	\$ 160,437	\$ 26,398	\$ 1,509	
Monthly Average FY To Date	56	\$ 211,661	\$ 91,881	\$ 34,734	\$ 7,562	\$ 77,484	\$ 66,298	\$ 918	\$ 65,380	\$ 13,708	\$ 2,975	\$ 189	
Monthly Average Last 12 Months	59	\$ 231,518	\$ 105,183	\$ 37,421	\$ 6,818	\$ 82,095	\$ 69,319	\$ 1,488	\$ 67,832	\$ 13,370	\$ 2,200	\$ 126	
AGING													
Month	Current	31-60	61-90	91-120	121-180	180+	Balance						
FEB	\$ 92,414	\$ 55,314	\$ 80,450	\$ 31,117	\$ 41,380	\$ 135,818	\$ 436,493						

Coast Life Support District



Profit & Loss Budget Overview FY24

July 2023 through February 2024

	Jul '23 - Feb 24	Budget	\$ Over Bud...	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes	1,583,604.67	1,531,771.77	51,832.90	103.4% ¹
4100 · Interest Revenue	83.64	0.00	83.64	100.0%
4200 · Ambulance Revenue	587,213.56	533,333.32	53,880.24	110.1% ²
4400 · Miscellaneous Revenue	13,546.00	13,333.32	212.68	101.6%
4410 · Intergovernmental Transport(IGT)	200,000.00	200,000.00	0.00	100.0%
4420 · Ground Emerg Med Transport	200,000.00	200,000.00	0.00	100.0%
Total Revenue	2,584,447.87	2,478,438.41	106,009.46	104.3%
Expense				
5000 · Wages and Benefits	1,323,669.78	1,274,916.54	48,753.24	103.8% ³
5000TD · Wages & Bene-Training Division	71,109.97	130,737.77	-59,627.80	54.4%
6000 · Ambulance Operations	135,285.30	126,833.36	8,451.94	106.7%
6700 · Overhead/Administration	196,375.35	137,800.72	58,574.63	142.5% ⁴
6700TD · Overhead/Admin-T.Division	3,070.03	1,666.68	1,403.35	184.2%
6971 · IGT	241,884.00	160,000.00	81,884.00	151.2% ⁵
7000 · Urgent Care	557,584.24	557,582.96	1.28	100.0%
8000 · Interest Expense	1,904.88	533.32	1,371.56	357.2%
9500 · Depreciation Expense	86,781.32	86,781.32	0.00	100.0%
Total Expense	2,621,296.31	2,477,352.67	143,943.64	105.8%
Net Ordinary Operating Surplus	-36,848.44	1,085.74	-37,934.18	

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: \$1,238,819.96 = \$8,872.46 (over Budget) after some preliminary closing adjustments to FY23. With The Project Director resigning the position in Dec we are cost saving.
4. 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)
5. CY 2024-IGT Transfer Amounts: CY 2024 annual collection amount: Managed care \$241,884.00.

**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*								
Feb	2024	101	79	74	54	67	28	0	3	3	48	32	10	8	6	20	27	3
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
TOTALS		1041	993	722	730	795	230	13	14	4	465	450	88	93	92	209	199	5

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

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

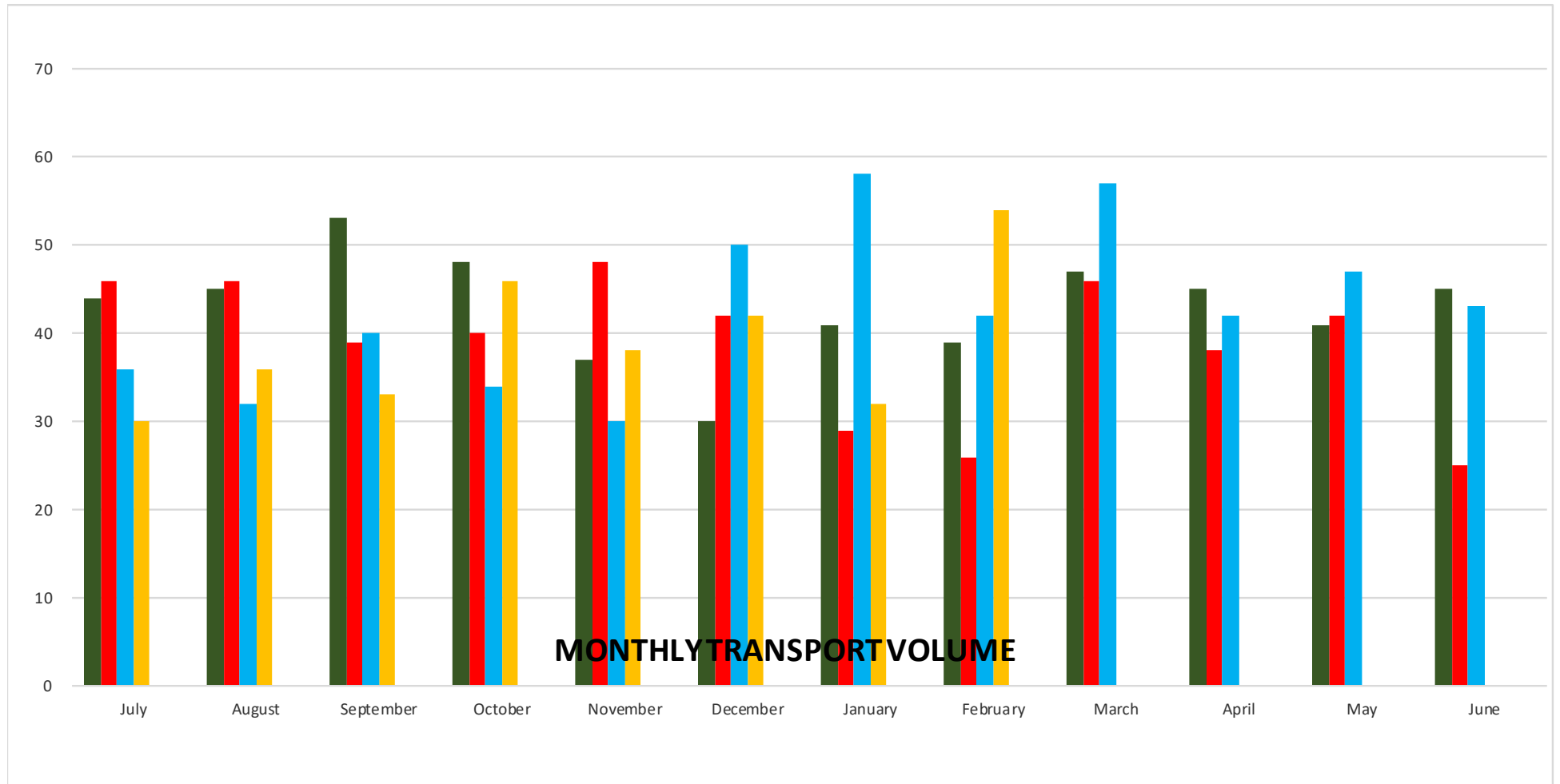
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

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	54				



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	74				

