

COAST LIFE SUPPORT DISTRICT



Finance Committee

AGENDA

Thursday, July 17, 2024 at 9:00 AM

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m4e8ec1303541bcb50c1351fb3053de0c>

- | | |
|--|-------------|
| 1. Call to Order | Tilles |
| 2. Agenda Approval | Tilles |
| 3. Minutes Approval: June 19, 2024 meeting | Tilles |
| 4. Privilege of the floor | Tilles |
| 5. New Business: | |
| • Insurance Overview | Maneiro |
| • South Coast Fire SUV | Crowl |
| 6. Ambulance revenue – Wittman (YTD) | Crowl |
| 7. Expenses Summary | Crowl |
| 8. Banking and investment review | Crowl |
| 9. Ambulance transport data YTD | Crowl |
| 10. Other: | |
| • REDCOM | Crowl |
| 11. Shout out | Open to all |
| 12. Next Finance Committee Meetings – 9:00 AM. | |
| • August 21, 2024 | |
| • September 18, 2024 | |
| • October 16, 2024 | |
| 13. Adjournment | |



**FINANCE COMMITTEE
MEETING MINUTES**

Wednesday, June 19, 2024 at 9:00 am

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: Michael Tilles, Treasurer, Naomi Schwartz, Secretary, Geoff Beaty, President

Staff Present: Dave Crowl, District Administrator, Bronwyn Golly, Operations Manager,
Robin Dills, Bookkeeper (remotely)

Minutes by: Naomi Schwartz, BOD Secretary

Meeting called to order at 9:00 am by Treasurer Tilles

After review, the Meeting Agenda was unanimously approved.

After review, the minutes of the May 15, 2024 Finance Committee meeting were unanimously approved.

1. New Business

- a. Discussion about the formation of a 501C Auxiliary.
OM Golly presented an overview of what a 501C could be for CLSD. She explained that it could accept donations with the donor being able to use that classification if they want for tax purposes. It could be used for cost reductions on various items that CLSD utilizes. It could be used for various purchases that could benefit CLSD staff. There would be no legal or political relationship between the BOD and a future 501C. Discussion ensued about risk vs. benefit of a 501C for CLSD.

2. Old Business

- a. DA Crowl went over Resolution 303: Proposition 4 limits for FY25. Changes were noted with unanimous recommendation to present it to the full BOD its adoption at the BOD meeting on 6/24/24.
- b. The final FY23 Audit report was presented with unanimous recommendation of its presentation to the full BOD on 6/24/24.

3. Reports

- a. Ambulance Revenue, Expenses Summary, Cash Flow, Banking Statements, Monthly Check Register, Investment Review and Ambulance Transport Data were reviewed and found to be acceptable. Changes to the Ambulance Revenue report were noted and accepted.

4. Other

- a. DA Crowl reviewed the changes going on with REDCOM.
- b. DA Crowl presented an overview of CLSD Insurance coverage. It was agreed that a more detailed presentation of CLSD insurance coverage was warranted. This will be scheduled for the next Finance Committee meeting in July 2024

5. Next meetings: 9:00 am July 17 and August 21, 2024

Meeting adjourned at 10:55 am



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	AB 716	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	OTHER WRITE OFFS	ADJ	NEW A/R BALANCE
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
MAR'24	64	\$ 285,888	\$ 96,015	\$ 39,429	\$ 10,942	\$ 11,511	\$ 127,990	\$ 59,209	\$ 4,904	\$ 54,306	\$ -	\$ 13,562	\$ 28.57	\$ 496,644
APR'24	73	\$ 283,022	\$ 110,293	\$ 41,656	\$ 8,396	\$ 57,021	\$ 65,656	\$ 52,827	\$ -	\$ 52,827	\$ (727)	\$ 727	\$ -	\$ 509,473
MAY'24	67	\$ 243,954	\$ 102,210	\$ 25,870	\$ 10,682	\$ 38,192	\$ 66,999	\$ 58,996	\$ -	\$ 58,996	\$ -	\$ 5,083	\$ -	\$ 512,393
JUN'24	67	\$ 239,838	\$ 71,593	\$ 51,740	\$ 1,579	\$ 17,497	\$ 97,429	\$ 61,157	\$ 727	\$ 60,430	\$ -	\$ 3,700	\$ -	\$ 545,691
* see note in cell														
JUN'23	63	\$ 324,497	\$ 156,292	\$ 64,456	\$ 13,032	\$ 90,717	\$ 112,774		\$ 112,774	\$ 6,126	\$ -	\$ 471,619	\$ -	\$ 501,018

FY To Date	721	\$ 2,745,989	\$ 1,115,159	\$ 436,571	\$ 92,092	\$ 124,222	\$ 977,945	\$ 762,573	\$ 12,976	\$ 749,596	\$ 108,941	\$ 46,874	\$ 1,538
Last 12 Months	721	\$ 2,745,989	\$ 1,115,159.15	\$ 436,570.62	\$ 92,091.87	\$ 124,222	\$ 977,945	\$ 762,573	\$ 12,976	\$ 749,596	\$ 108,941	\$ 46,874	\$ 1,538

Monthly Average FY To Date	60	\$ 228,832	\$ 92,930	\$ 36,381	\$ 7,674	\$ 10,352	\$ 81,495	\$ 63,548	\$ 1,081	\$ 62,466	\$ 9,078	\$ 3,906	\$ 128
Monthly Average Last 12 Months	60	\$ 228,832	\$ 92,930	\$ 36,381	\$ 7,674	\$ 10,352	\$ 81,495	\$ 63,548	\$ 1,081	\$ 62,466	\$ 9,078	\$ 3,906	\$ 128

Mo Avg -FY23 To Date \$ 71,124

AGING 394 (378)

Mo. Avg -FY23 Last 12 Mo. \$ 71,124

Month	Current (67)	31-60 (64)	61-90 (59)	91-120 (48)	121-180 (59)	180+ (97)	Balance
JUNE	\$ 85,811	\$ 53,623	\$ 61,650	\$ 48,535	\$ 76,041	\$ 220,031	\$ 545,691



Coast Life Support District
Profit & Loss Budget Overview FY24
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Bud...	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes				
4001 · Mendocino County Taxes	1,355,411.17	1,308,208.41	47,202.76	103.6%
4002 · Sonoma County Taxes	1,020,949.26	989,449.24	31,500.02	103.2%
Total 4000 · CLSD Special Taxes	2,376,360.43	2,297,657.65	78,702.78	103.4% 1
4100 · Interest Revenue	267.69	0.00	267.69	100.0%
4200 · Ambulance Revenue	916,556.85	800,000.00	116,556.85	114.6% 2
4400 · Miscellaneous Revenue	43,130.66	20,000.00	23,130.66	215.7%
4410 · Intergovermntl Transport(IGT)	300,000.00	300,000.00	0.00	100.0%
4420 · Ground Emerg Med Transport	300,000.00	300,000.00	0.00	100.0%
Total Revenue	3,936,315.63	3,717,657.65	218,657.98	
Expense				
5000 · Wages and Benefits	2,027,725.55	1,912,374.82	115,350.73	106.0% 3
5000TD · Wages & Bene-Training Division	72,642.47	196,106.73	-123,464.26	37.0%
6000 · Ambulance Operations	238,259.14	190,250.00	48,009.14	125.2% 4
6000TD · Training Division Operations	101.99	750.00	-648.01	13.6%
6700 · Overhead/Administration	279,094.00	206,701.00	72,393.00	135.0% 5
6700TD · Overhead/Admin-T.Division	4,540.86	2,500.00	2,040.86	181.6%
6971 · IGT	241,884.00	240,000.00	1,884.00	100.8% 6
7000 · Urgent Care	836,376.36	836,376.44	-0.08	100.0%
8000 · Interest Expense	3,361.81	800.00	2,561.81	420.2%
9500 · Depreciation Expense	130,172.00	130,172.00	0.00	100.0%
Total Expense	3,835,327.68	3,716,030.99	119,296.69	
Net Ordinary Operating Surplus	100,987.95	1,626.66	99,361.29	

Coast Life Support District
Profit & Loss Budget Overview FY24
July 2023 through June 2024

- 1. Total 4000- CLSD Special Taxes
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- 2. NET BILLING: *Ref Wittman YTD Report (acc 4220 + Column F minus H/K/L).
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- 3. 5000 & 5000TD - Wages & Benefits Combined: FY24 Budgeted: \$2,108,481.55 Expense: \$2,100,368.02: \$8,113.53 (Higher than budget).
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- 4. 6000 Ambulance Operations are higher due to a combination of facility repairs, vehicle repairs, fuel and medical supplies.
.....
- 5. 6700 Overhead/Admin: 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. 5.1.24 pymt wire \$17,553.45. reason showing overbudget.
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- 6. CY 2024-IGT Transfer Amounts: CY 2024 annual collection amount: Managed care \$241,884.00.
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**CLSD RUN DATA
PRECEDING 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*								
June	2024	101	86	69	63	76	24	1	0	0	37	43	9	3	14	22	22	0
May	2024	86	99	67	55	72	14	1	2	0	34	47	6	12	19	17	23	0
Apr	2024	92	85	73	62	71	20	0	1	0	32	34	10	5	12	17	20	0
Mar	2024	88	96	64	54	69	25	1	1	2	43	32	11	8	5	20	20	0
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
TOTALS		1042	1019	736	717	797	235	11	11	5	430	454	91	98	112	208	219	3

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

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

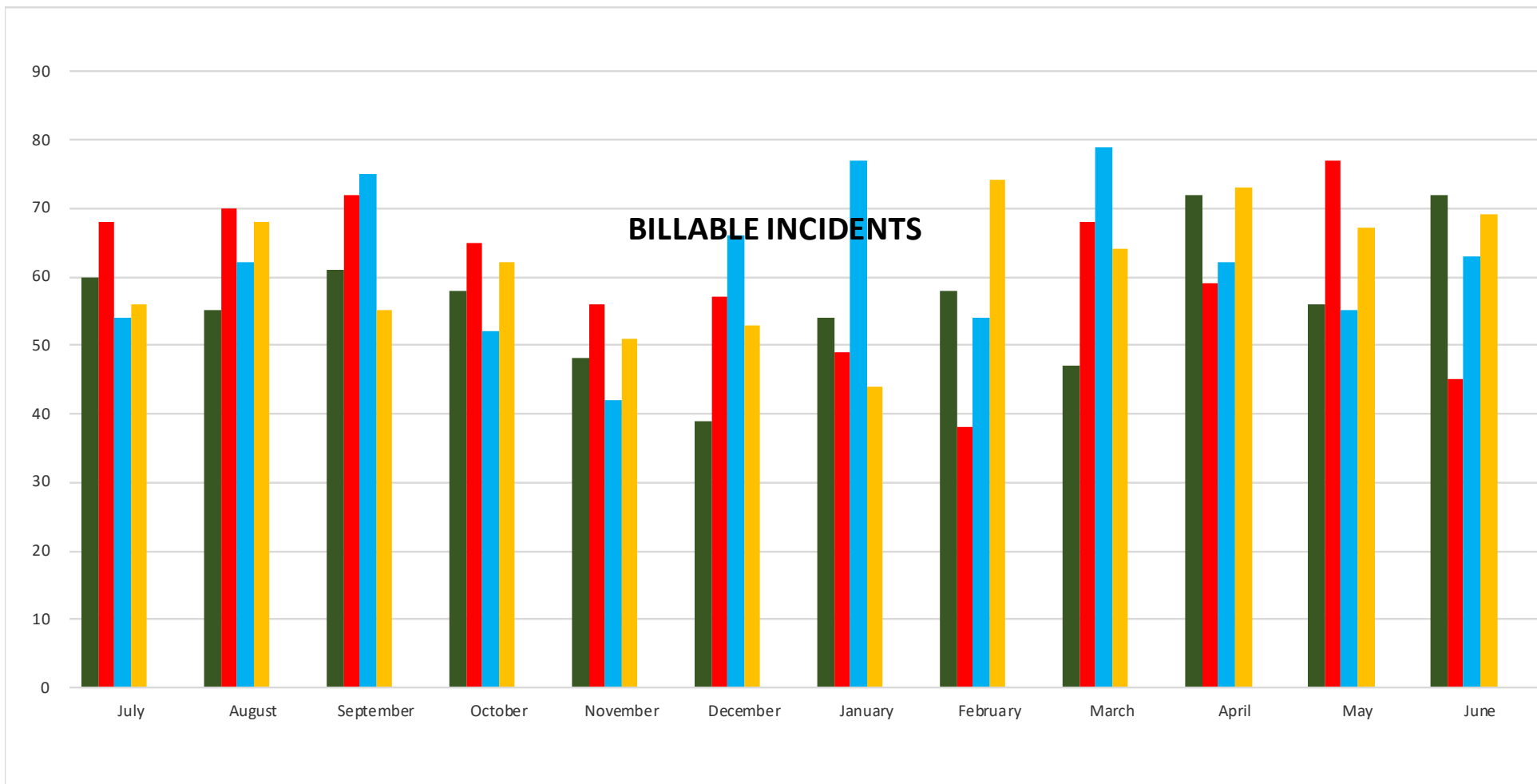
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

AMBULANCE UNAVAILABLE IS TOTAL HOURS UNCOVERED BECAUSE ALL OTHER AMBULANCES ARE OFF ISLAND

AN EMPTY BOX MEANS MISSING DATA

MONTHLY AMBULANCE DATA

Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
<i>2020 - 2021</i>	60	55	61	58	48	39	54	58	47	72	56	72
<i>2021 - 2022</i>	68	70	72	65	56	57	49	38	68	59	77	45
<i>2022 - 2023</i>	54	62	75	52	42	66	77	54	79	62	55	63
<i>2023 - 2024</i>	56	68	55	62	51	53	44	74	64	73	67	69



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	48	42	53	37

