

CLAS^T LIFE SUPPORT DISTRICT



AGENDA

REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS

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

>>> **Monday September 23, 2024 – 4:00 PM**<<<<

Board meetings will also be available via teleconference.

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=mab67b15c6713b5e087b314aca157ddcf>

1. Call to Order Beaty
2. Adoption of the agenda Beaty
3. Minutes Approval:
 - a. August 26, 2024 Board Meeting Beaty
4. Privilege of the floor Beaty
5. Old Business:
 - a. RCMS Financial Report RCMS
6. Closed Session: BOD
 - a. Discussion involving public employee appointment, employment, performance evaluation, discipline, dismissal or release (§ 54957(b)).
7. Reports:
 - a. REDCOM Crowl
 - b. Finance: YTD Crowl
 - i. Ambulance revenue – Wittman YTD
 - ii. Expenses
 - c. Ambulance run data/CLSD Activity Crowl
8. Shout out: Open
9. **NEXT BOD MEETINGS:**
October 28th, 2024
November 25th, 2024
10. Adjourn



**BOARD OF DIRECTORS
MEETING MINUTES
Monday, August 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: Geoff Beaty, Michael Tilles, Julie Bower, Leslie Tittle, Cathleen Crosby, Naomi Schwartz
Staff Present: Dave Crowl, District Administrator, Bronwyn Golly, Operations Manager
Also present: Leslie Bates

Minutes by: Naomi Schwartz, BOD Secretary

Meeting called to order at 4:01 by BOD President, Geoff Beaty

After review, the Meeting Agenda was unanimously approved.

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

1. Old Business:

- a. **CLSD Open House** Leslie Tittle announced that the Open House will be held on Saturday, October 26, 2024 from 2 to 4 PM. There was discussion about how to get more people to attend. There will be a meeting to go over the logistics.
- b. **CLSD By Laws** The amended by laws were unanimously adopted with the agreed upon changes. There was discussion about further changes that may be forthcoming.

2. New Business:

- a. **Director's Oaths of Office** The Secretary of the BOD administered the oaths of office to Directors Tittle, Beaty for full terms and Director Tilles for a short term. There was brief discussion about Director Andre who did not file her paperwork by August 9, 2024 to run for re-election to the BOD. This will open up the nomination process for someone to be appointed to the BOD. DA Crowl and President Beaty will determine when and how to proceed with this.

3. Reports

- a. **Insurance Review** Director Tilles presented the information received from CLSD insurance agent, Kim Maneiro of Cindy Elbert Insurance at the CLSD Finance Committee meeting on 8/22/24. He stated that more information was needed on whether the building was properly insured, whether there was adequate coverage for losses due to fire/earthquake and whether the ambulances should be covered for replacement value or their agreed upon value (which is how they are currently insured). Director Beaty suggested contacting legal representation that is skilled in this information. Director Schwartz suggested contacting someone whose job it was to scrutinize insurance policies for clients. She will contact such a person a come back to the BOD with his contact information and then a further decision of which manner to proceed with the CLSD insurance analysis will be decided.
- b. **REDCOM** DA Crowl reviewed with the BOD how REDCOM works and how CLSD uses it in Sonoma County. Note: Howard Forest is the dispatch service provider for Mendocino County. Currently, AMR has been running REDCOM with 33 employees

for three shifts a day...24/7. AMR has given notice that they will no longer be

staffing REDCOM. It was decided at the REDCOM meeting that the newly formed REDCOM will be a stand-alone government agency for Sonoma County with its own BOD. This will be comprised of 3 fire officials, 1 ambulance company (which is CLSD), 2 members for Coastal Valley EMS and 1 member from the city of Santa Rosa. Currently, CLSD pays \$32,000 annually for REDCOM services.

c. Finance YTD

DA Crowl presented the Ambulance Revenue Report, CLSD Run Data Report, Monthly Ambulance Data which were found acceptable. There was no FY24 Profit & Loss Budget overview due to an administrative problem with payroll. OM Golly was complimented for her comprehensive Ambulance Run Data report.

4. Shout outs

DA Crowl received a shout out for his extensive work with REDCOM where he serves on their BOD.

5. Next BOD Meetings

September 23, 2024

October 28, 2024

The meeting was adjourned at 4:55 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	AB 716	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	OTHER WRITE OFFS	ADJ	NEW A/R BALANCE
FY24														
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
FY25														
JUL'24	73	\$ 248,385.60	\$ 101,701.74	\$ 41,655.23	\$ 6,588.41	\$ 25,784.76	\$ 72,655.46	\$ 82,587.23	\$ 186.10	\$ 82,401.13	\$ -	\$ 7,455.29	\$ 71.48	\$ 528,561.74
AUG'24	72	\$ 310,298.80	\$ 114,906.11	\$ 35,274.44	\$ 10,216.68	\$ 20,797.79	\$ 129,103.78	\$ 81,665.61	\$ 2,225.40	\$ 79,440.21	\$ -	\$ 500.00	\$ -	\$ 577,725.31
* see note in cell														
AUG'23	68	\$ 239,698	\$ 185,174	\$ 48,390	\$ 2,924	\$ -	\$ 3,210	\$ 76,712	\$ 3,516	\$ 73,196.01	\$ 40,834	\$ 13,358	\$ (738.73)	\$ 423,311

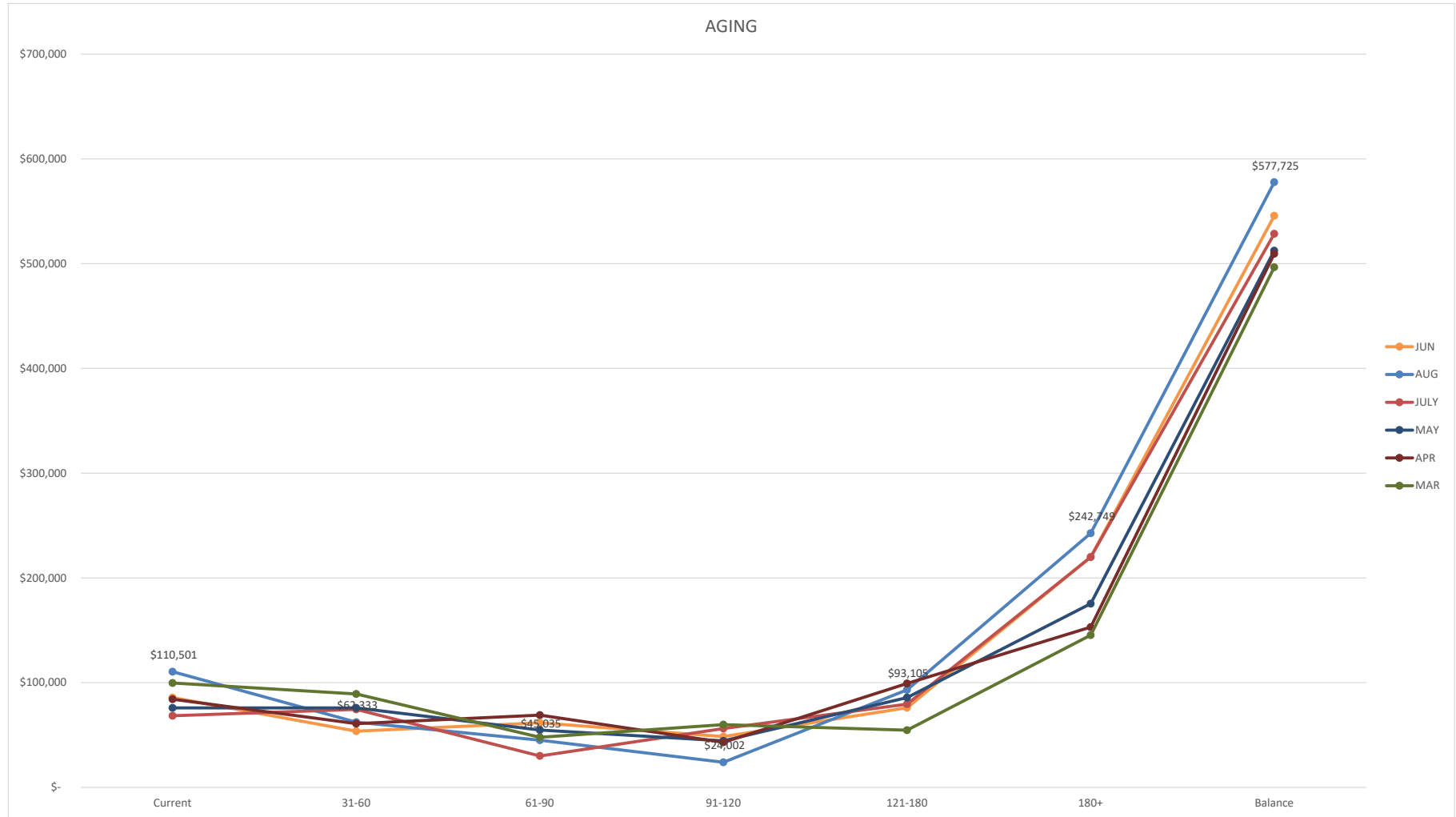
FY To Date	145	\$ 558,684	\$ 216,608	\$ 76,930	\$ 16,805	\$ 46,583	\$ 201,759	\$ 164,253	\$ 2,412	\$ 161,841	\$ -	\$ 7,955	\$ 71
Last 12 Months	734	\$ 2,844,851	\$ 1,109,566	\$ 452,426	\$ 105,624	\$ 170,804	\$ 1,006,430	\$ 755,610	\$ 11,871	\$ 743,739	\$ 68,107	\$ 41,472	\$ 1,302

Monthly Average FY To Date	73	\$ 279,342	\$ 108,304	\$ 38,465	\$ 8,403	\$ 23,291	\$ 100,880	\$ 82,126	\$ 1,206	\$ 80,921	\$ -	\$ 3,978	\$ 36
Monthly Average Last 12 Months	61	\$ 237,071	\$ 92,464	\$ 37,702	\$ 8,802	\$ 14,234	\$ 83,869	\$ 62,968	\$ 989	\$ 61,978	\$ 5,676	\$ 3,456	\$ 109

Mo Avg -FY24 To Date	\$ 83,849
Mo. Avg -SEPT 22- AUG 23- PRIOR Last 12 Mo.	\$ 67,825

AGING 394 (412)							
Month	Current (72)	31-60 (64)	61-90 (59)	91-120 (48)	121-180 (59)	180+ (92)	Balance
AUG	\$ 110,501	\$ 62,333	\$ 45,035	\$ 24,002	\$ 93,105	\$ 242,749	\$ 577,725
JULY	\$ 68,476	\$ 74,505	\$ 30,007	\$ 56,135	\$ 79,526	\$ 219,912	\$ 528,562
JUN	\$ 85,811	\$ 53,623	\$ 61,650	\$ 48,535	\$ 76,041	\$ 220,031	\$ 545,691
MAY	\$ 75,988	\$ 75,863	\$ 54,861	\$ 44,458	\$ 85,820	\$ 175,404	\$ 512,393
APR	\$ 84,219	\$ 60,932	\$ 68,975	\$ 43,056	\$ 99,180	\$ 153,111	\$ 509,473
MAR	\$ 99,711	\$ 89,237	\$ 47,850	\$ 59,932	\$ 54,557	\$ 145,357	\$ 496,644

FY25
FY24





Coast Life Support District Profit & Loss Budget Overview FY25 JUL-AUG 2025

	Jul - Aug 24	Budget	\$ Over Budget	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes				
4001 · Mendocino County Taxes	221,305.20	221,305.20	0.00	100.0%
4002 · Sonoma County Taxes	167,381.72	167,381.72	0.00	100.0%
Total 4000 · CLSD Special Taxes	388,686.92	388,686.92	0.00	100.0% 1
4200 · Ambulance Revenue				
4201 · Amb Transport Billings	191,392.45	133,333.40	58,059.05	143.5%
Total 4200 · Ambulance Revenue	191,392.45	133,333.40	58,059.05	143.5% 2
4400 · Miscellaneous Revenue	2,015.00	4,166.70	-2,151.70	48.4%
4410 · Intergovernmental Transport(IGT)	83,333.40	83,333.40	0.00	100.0%
4420 · Ground Emerg Med Transport	16,666.70	16,666.70	0.00	100.0%
Total Revenue	682,094.47	626,187.12	55,907.35	
Expense				
5000 · Wages and Benefits	359,546.56	352,594.23	6,952.33	102.0% 3
5000TD · Wages & Bene-Training Division	533.28	10,252.06	-9,718.78	5.2%
6000 · Ambulance Operations	33,716.29	31,291.80	2,424.49	107.7% 4
6000TD · Training Division Operations	0.00	125.00	-125.00	0.0%
6700 · Overhead/Administration	49,950.03	34,822.10	15,127.93	143.4% 5
6700TD · Overhead/Admin-T.Division	520.28	416.70	103.58	124.9%
6971 · IGT	-30,000.00	30,000.00	-60,000.00	-100.0% 6
7000 · Urgent Care	139,688.85	139,688.83	0.02	100.0%
8000 · Interest Expense	0.00	500.00	-500.00	0.0%
9500 · Depreciation Expense	21,695.26	21,695.30	-0.04	100.0%
Total Expense	576,301.39	621,386.02	-45,084.63	92.7%
Net Ordinary Operating Surplus	106,442.25	4,801.10	101,641.15	

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:FY25 Budgeted as expected.
.....
4. 6000 Ambulance Operations Budgeted as expected.
.....
5. 6700 Overhead/Admin: CY 2024-GEMT Transfer Amounts: 1 of 3 pymts = 18,241.82. 7.15.24 pymt reason showing above budget.
.....
6. CY 2025-IGT Transfer Amounts: CY 2024 annual collection 180,000
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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*								
Aug	2024	101	86	72	62	74	24	1	1	0	39	36	2	5	20	25	22	4
July	2024	109	97	75	56	79	26	3	1	0	31	30	4	8	13	25	16	0
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
TOTALS		1069	1029	759	719	813	241	12	12	5	434	452	84	93	127	211	219	7

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

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

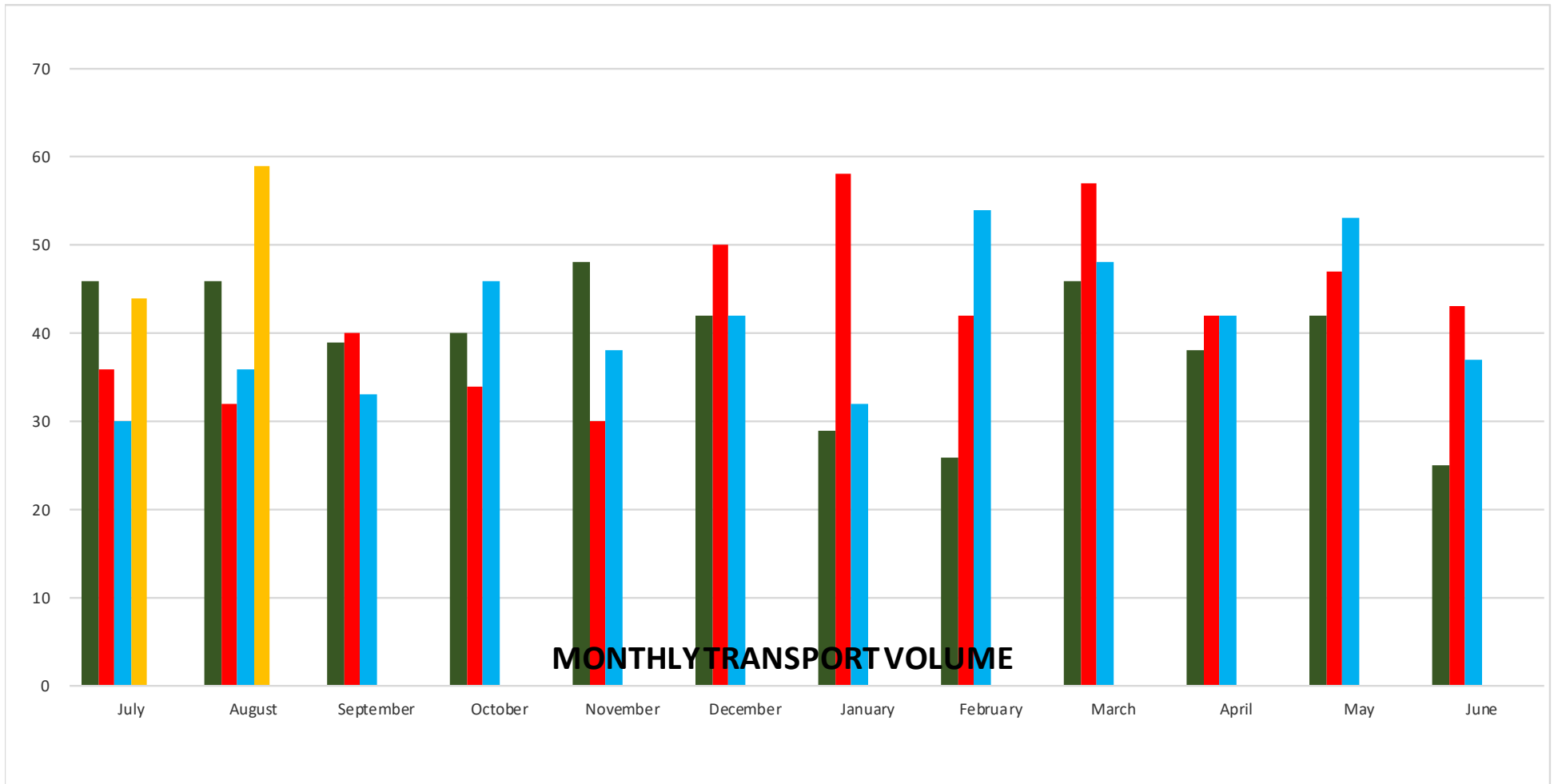
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

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

AN EMPTY BOX MEANS MISSING DATA

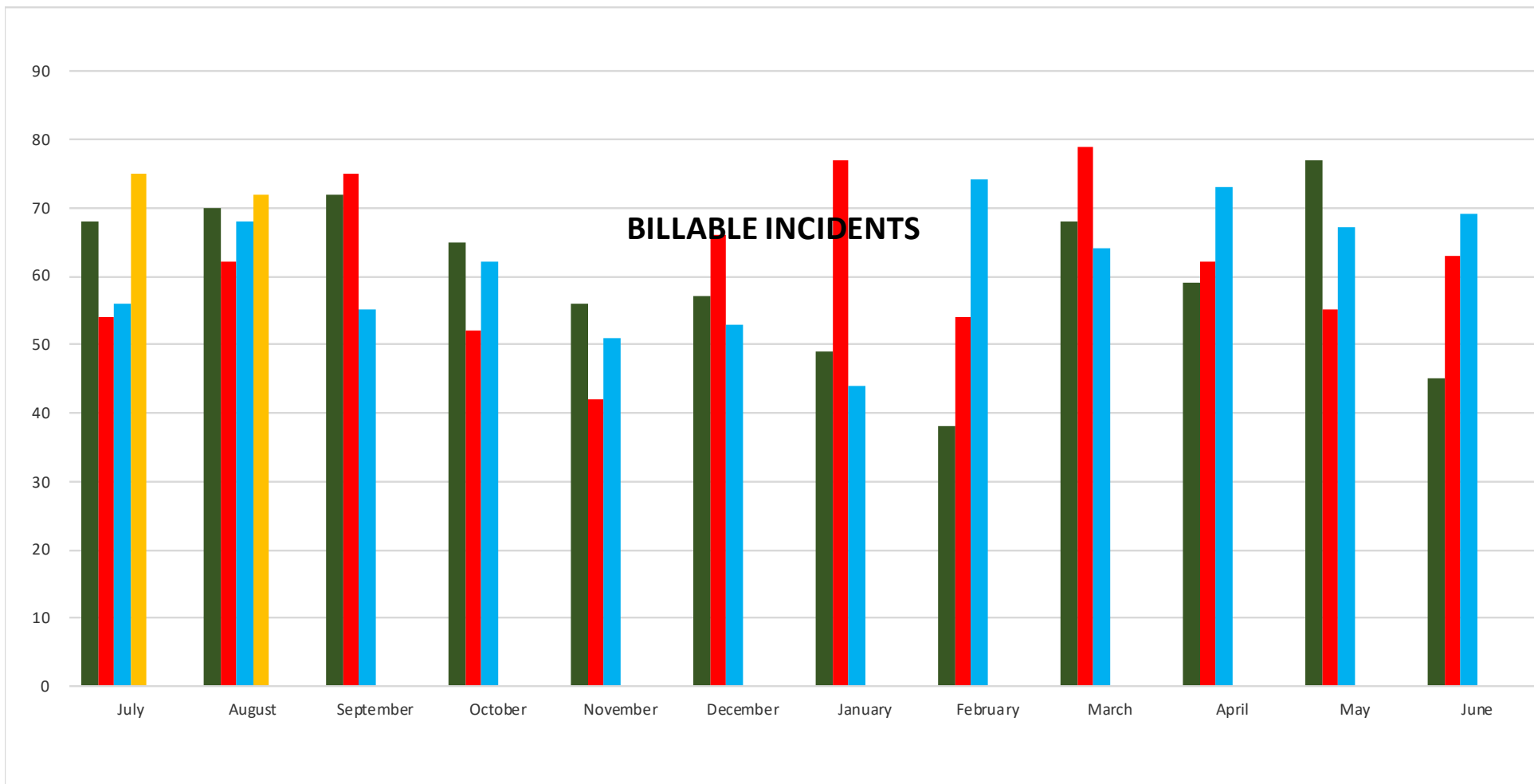
MONTHLY AMBULANCE TRANSPORT DATA

Monthly Transports	July	August	September	October	November	December	January	February	March	April	May	June
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
2024 - 2025	44	59										



MONTHLY AMBULANCE DATA

Billable Incidents	July	August	September	October	November	December	January	February	March	April	May	June
<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
<i>2024 - 2025</i>	75	72										



Runs by Response Request

2024

AUGUST

Response Type Of Service Requested (eResponse.05)	Number of Runs	Percent of Total Runs
911 Response (Scene)	99	98.02%
Interfacility Transport	2	1.98%
Total: 101		Total: 100.00%

Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Other	34	33.66%
Falls	9	8.91%
Sick Person	7	6.93%
Traffic/Transportation Incident	7	6.93%
Traumatic Injury	6	5.94%
Medical Alarm	4	3.96%
Unknown Problem/Person Down	4	3.96%
Abdominal Pain/Problems	3	2.97%
Heart Problems/AICD	3	2.97%
Allergic Reaction/Stings	2	1.98%
Automated Crash Notification	2	1.98%
Back Pain (Non-Traumatic)	2	1.98%
Breathing Problem	2	1.98%
Chest Pain (Non-Traumatic)	2	1.98%
Convulsions/Seizure	2	1.98%
Interfacility Transfer	2	1.98%
Overdose/Poisoning/Ingestion	2	1.98%
Pregnancy/Childbirth/Miscarriage	2	1.98%
Unconscious/Fainting/Near-Fainting	2	1.98%
Well Person Check	2	1.98%
Hemorrhage/Laceration	1	0.99%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	1	0.99%
Total: 101		Total: 100.00%

Runs by Response Disposition

Disposition Incident Patient Disposition (eDisposition.12)	Number of Runs	Percent of Total Runs
TRANSPORTS - 39 TO LZ-20 AMA/RAS-25 CANCEL-33	101	100.00%
DECEASED SUBJECT / STAND BY / LIFT ASSIST / DISPATCH ERROR / DIVERT	Total: 101	Total: 100.00%

Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
	30	29.70%
Traumatic Injury (T14.90)	16	15.84%
Weakness (General) (R53.1)	10	9.90%
Pain (G89.1)	8	7.92%
Dizziness / Vertigo (R42)	6	5.94%
Abdominal Pain / Problems (R10.84)	4	3.96%
Chest Pain - Suspected Cardiac (I20.9)	4	3.96%
Altered Level of Consciousness (R41.82)	3	2.97%
Nausea / Vomiting (R11.2)	3	2.97%
No Apparent Illness/Injury (Adult) (Z00.00)	3	2.97%
Seizure - Post (G40.909)	3	2.97%
Alcohol Intoxication (F10.92)	1	0.99%
Allergic Reaction (T78.40)	1	0.99%
Behavioral / Psychiatric - Disorder/Issue (F99)	1	0.99%
Cardiac Arrest (I46.9)	1	0.99%
Childbirth / Active Labor (O80)	1	0.99%
Diabetic - Hyperglycemia (E13.65)	1	0.99%

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Electrocution (T75.4)	1	0.99%
Respiratory Distress - Bronchospasm (J98.01)	1	0.99%
Respiratory Distress - Unspecified (J80)	1	0.99%
Stroke/CVA (I63.9)	1	0.99%
Syncope/Near Syncope (R55)	1	0.99%
	Total: 101	Total: 100.00%

Call Volumes by Day and Hour Report

Incident Day Name	Number of Runs	Percent of Total Runs
Incident Three Hour Range Of Day 24: 00:00:00 - 02:59:59		
Tuesday	1	0.99%
Friday	1	0.99%
Saturday	2	1.98%
	Total: 4	Total: 3.96%
	Avg: 1.33	
Incident Three Hour Range Of Day 24: 03:00:00 - 05:59:59		
Wednesday	1	0.99%
Saturday	1	0.99%
	Total: 2	Total: 1.98%
	Avg: 1.00	
Incident Three Hour Range Of Day 24: 06:00:00 - 08:59:59		
Monday	1	0.99%
Wednesday	1	0.99%
Friday	2	1.98%
Saturday	1	0.99%
	Total: 5	Total: 4.95%
	Avg: 1.25	
Incident Three Hour Range Of Day 24: 09:00:00 - 11:59:59		
Sunday	2	1.98%
Monday	1	0.99%
Tuesday	3	2.97%
Wednesday	1	0.99%
Thursday	5	4.95%
Friday	1	0.99%
Saturday	5	4.95%
	Total: 18	Total: 17.82%
	Avg: 2.57	
Incident Three Hour Range Of Day 24: 12:00:00 - 14:59:59		
Sunday	1	0.99%
Monday	2	1.98%
Tuesday	2	1.98%
Wednesday	1	0.99%
Thursday	1	0.99%
Friday	11	10.89%
Saturday	4	3.96%
	Total: 22	Total: 21.78%
	Avg: 3.14	
Incident Three Hour Range Of Day 24: 15:00:00 - 17:59:59		
Sunday	3	2.97%
Monday	6	5.94%
Tuesday	1	0.99%
Wednesday	3	2.97%
Friday	2	1.98%
Saturday	3	2.97%
	Total: 18	Total: 17.82%
	Avg: 3.00	

Incident Day Name	Number of Runs	Percent of Total Runs
Incident Three Hour Range Of Day 24: 18:00:00 - 20:59:59		
Sunday	5	4.95%
Monday	3	2.97%
Tuesday	5	4.95%
Wednesday	3	2.97%
Thursday	1	0.99%
Saturday	2	1.98%
	Total: 19	Total: 18.81%
	Avg: 3.17	
Incident Three Hour Range Of Day 24: 21:00:00 - 23:59:59		
Monday	1	0.99%
Tuesday	2	1.98%
Wednesday	3	2.97%
Thursday	3	2.97%
Friday	3	2.97%
Saturday	1	0.99%
	Total: 13	Total: 12.87%
	Avg: 2.17	
	Total: 101	Total: 100.00%
	Avg: 2.46	

Report Criteria

Agency Name (Dagency.03): Is In Coast Life Support District Ambulance

Incident Date: Is Between 08/01/2024 and 08/31/2024

- DAY CALLS (0900-2100) 77 NIGHT CALLS (2100 - 0900) 24
- M122 DISPATCHED 24 times, (26 in July)
- TOTAL HOURS UNCOVERED 21.68, (16.16 in July)
- MISSED CALLS 4 (0 in July)
- M124 1 (3 in July) 3rd call in District
- B121 1 (1 in July)
- B123 0