

CLSD LIFE SUPPORT DISTRICT



Finance Committee

AGENDA

Thursday, November 20, 2024 at 9:00 AM

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m2f800ab1355c8dda0e647b1a56b33e77>

- | | |
|---|-------------|
| 1. Call to Order | Tilles |
| 2. Agenda Approval | Tilles |
| 3. Minutes Approval: November 20, 2024 meeting | Tilles |
| 4. Privilege of the floor | Tilles |
| 5. Old Business: <ul style="list-style-type: none">• Paycheck and HR Services | 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: <ul style="list-style-type: none">• REDCOM | Crowl |
| 11. Shout out | Open to all |
| 12. Next Finance Committee Meetings – 9:00 AM. <ul style="list-style-type: none">• December 18, 2024• January 15, 2024 | |
| 13. Adjournment | |



**FINANCE COMMITTEE
MEETING MINUTES
WEDNESDAY, OCTOBER 23, 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: Michael Tilles, Treasurer, Geof Beaty, BOD President, Naomi Schwartz, BOD Secretary
Staff Present: Dave Crowl, District Administrator, Bronwyn Golly, Operations Manager (remotely)

Minutes by: Naomi Schwartz, BOD Secretary

Meeting called to order at 9:02 pm by Treasurer Tilles

After review, the Meeting Agenda was unanimously approved.

After review, the minutes of the August 21, 2024, BOD meeting were unanimously approved.

1. Old Business

- a. DA Crowl spoke with CLSD insurance agent, Kim Maneiro of Cindy Elbert Insurance. She stated that CLSD insurance for hurricanes, earthquake and fire was adequate. (See CLSD August 22, 2024, Minutes for further information.)
If CLSD wanted to increase its coverage over \$250 sq. ft, it would probably cost \$30,000 more than currently paid. It was suggested that DC Crowl ask similarly constructed buildings like South Coast Fire/North Sonoma Fire/RCMS/ Cloverdale and Cambria what they paid for insurance and report at the next FC meeting.
OM Golly suggested that CSDA also be contacted for information. Kim Maneiro noted that replacement cost coverage for ambulances would be astronomical. The industry standard is value cost replacement for ambulances.

2. New Business

- a. DA Crowl presented the information about Paychex through Exchange Bank to do all of CLSD payroll and HR business. The current cost of this will be approximately \$28,000. It was unanimously decided to present this proposal to the full BOD on Monday, October 28, 2024.

3. Reports

- a. Expenses Summary, Cash Flow, Banking Statements, Monthly Check Register, Investment Review and Ambulance Transport Data were reviewed and found to be acceptable. CLSD Run Data report noted 90 more transports than last year.
CLSD Ambulance Revenue was discussed, and it was noted that even after over \$100,000 in A/R payments were written off, the balance was \$584,462 and that this should be watched.
It was suggested that Columns C, D, E and AB716 of CLSD Ambulance Revenue be combined into one column for clarity. This was discussed and accepted.
The Profit & Loss Budget Overview FY25 was reviewed and found acceptable.

4. **Other**

- a. DA Crawl announced that the new ambulance was on site and being outfitted with equipment.

He reported on REDCOM's successful progression from a purely private to a government entity was completed within 120 days. The consulting firm, Tritan Consulting, was noted as being instrumental in this successful change. He also reported that Sonoma County Measure H monies will cover CLSD's expense of utilizing REDCOM.... over \$30,000.

5. **Shout out:** Director Schwartz mentioned Paramedic Megan Rosecrans postings of CLSD information on social media as being particularly deserving of mention.

6. **Next meetings: November 20, 2024, Wednesday
December 18, 2024, Wednesday**

Meeting adjourned at 10:01 am

CLSD AMBULANCE REVENUE

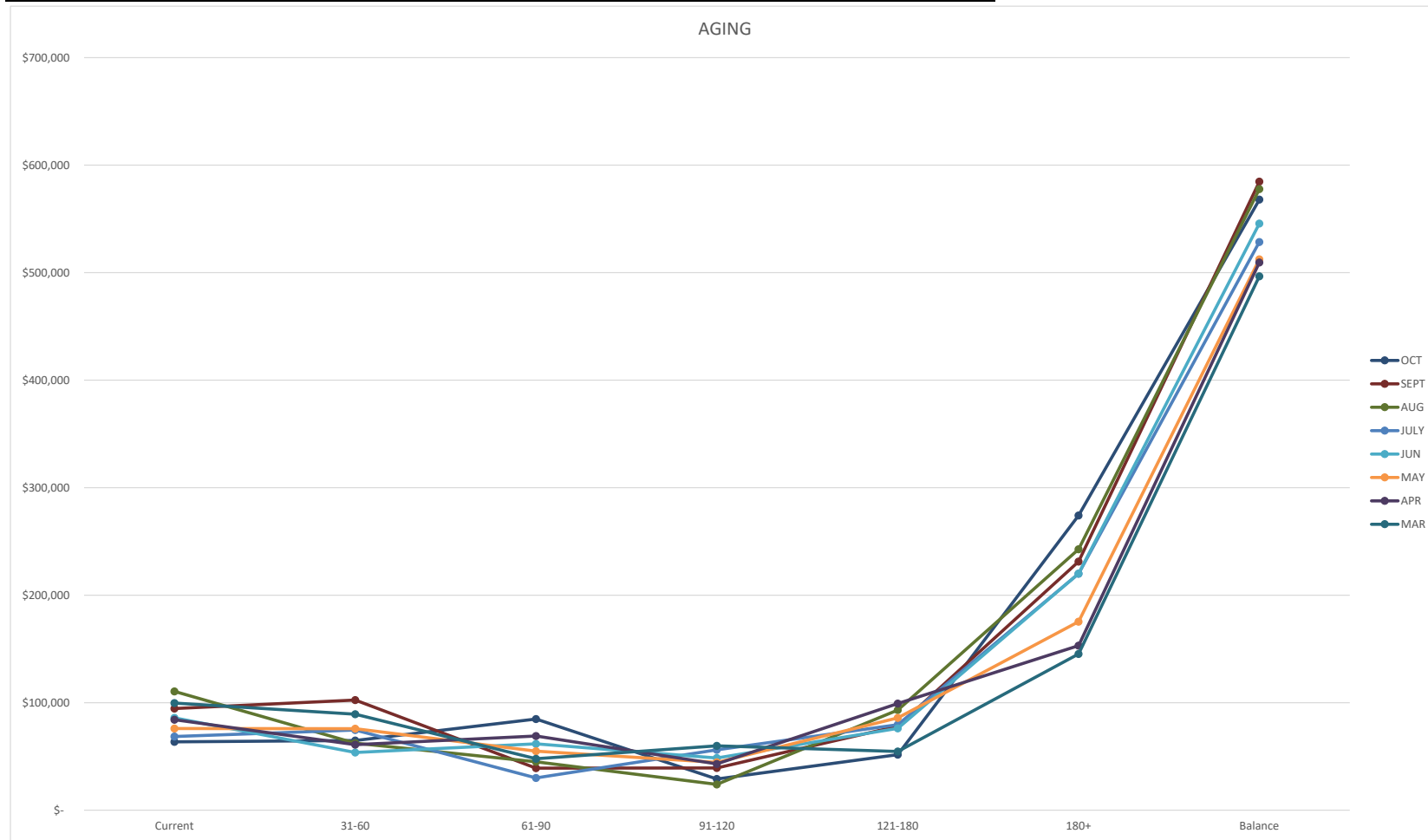
	A	B	C	D	E	F	G	H	I	J	K	L	M	
	BILLABLE INCIDENTS	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	AB 716	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	OTHER WRITE OFFS	ADJ	NEW A/R BALANCE
FY24														
NOV'23	49	\$ 153,535	\$ 101,243	\$ 46,704	\$ 6,139	\$ -	\$ (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
SEPT'24	80	\$ 303,426.60	\$ 100,899.82	\$ 76,506.10	\$ 5,425.40	\$ 6,617.88	\$ 113,977.40	\$ 72,748.97	\$ 1,513.41	\$ 71,235.56	\$ 16,349.50	\$ 19,491.43	\$ 2.43	\$ 584,628.65
OCT'24	56	\$ 208,916.40	\$ 113,310.59	\$ 29,300.54	\$ 5,788.12	\$ 1,561.12	\$ 58,956.03	\$ 66,234.13	\$ 175.00	\$ 66,059.13	\$ 8,594.02	\$ 1,011.60	\$ -	\$ 567,919.93
* see note in cell														
*OCT'23	62	\$ 235,995	\$ 33,964	\$ 40,852	\$ 13,770	\$ -	\$ 147,408	\$ 53,689	\$ 727	\$ 52,962	\$ 24,728	\$ 1,477	\$ -	\$ 342,944

FY To Date	281	\$ 1,071,027	\$ 430,818	\$ 182,736	\$ 28,019	\$ 54,762	\$ 374,693	\$ 303,236	\$ 4,100	\$ 299,136	\$ 24,944	\$ 28,458	\$ 74
Last 12 Months	759	\$ 2,902,849	\$ 1,210,859	\$ 464,463	\$ 94,698	\$ 178,983	\$ 953,846	\$ 738,464	\$ 11,048	\$ 727,416	\$ 66,606	\$ 56,777	\$ 1,304

Monthly Average FY To Date	70	\$ 267,757	\$ 107,705	\$ 45,684	\$ 7,005	\$ 13,690	\$ 93,673	\$ 75,809	\$ 1,025	\$ 74,784	\$ 6,236	\$ 7,115	\$ 18
Monthly Average Last 12 Months	63	\$ 241,904	\$ 100,905	\$ 38,705	\$ 7,892	\$ 14,915	\$ 79,487	\$ 61,539	\$ 921	\$ 60,618	\$ 5,550	\$ 4,731	\$ 109
								Mo Avg -FY24 To Date		\$ 80,329			
								Mo. Avg Last Prior 12 Mo.		\$ 69,762			

AGING 431 (420)							
Month	Current (56)	31-60 (80)	61-90 (71)	91-120 (59)	121-180 (51)	180+(97)	Balance
OCT	\$ 63,644	\$ 64,767	\$ 84,743	\$ 28,993	\$ 51,619	\$ 274,155	\$ 567,920
SEPT	\$ 94,529	\$ 102,424	\$ 39,093	\$ 39,227	\$ 78,099	\$ 231,257	\$ 584,629
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-OCT 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes	777,373.94	777,373.94	0.00	100.0% 1
4200 · Ambulance Revenue	342,132.01	266,666.72	75,465.29	128.3% 2
4400 · Miscellaneous Revenue	16,060.00	8,333.36	7,726.64	192.7%
4410 · Intergovernmental Transport(IGT)	166,666.72	166,666.72	0.00	100.0%
4420 · Ground Emerg Med Transport	33,333.36	33,333.36	0.00	100.0%
Total Revenue	1,335,566.03	1,252,374.10	83,191.93	
Expense				
5000 · Wages and Benefits	786,604.91	705,188.57	81,416.34	111.5% 3
5000TD · Wages & Bene-Training Division	1,072.64	20,504.16	-19,431.52	5.2%
6000 · Ambulance Operations	77,734.85	62,583.44	15,151.41	124.2% 4
6000TD · Training Division Operations	0.00	250.00	-250.00	0.0%
6700 · Overhead/Administration	106,654.71	69,643.78	37,010.93	153.1% 5
6700TD · Overhead/Admin-T.Division	737.02	833.36	-96.34	88.4%
6971 · IGT	0.00	60,000.00	-60,000.00	0.0% 6
7000 · Urgent Care	279,377.67	279,377.67	0.00	100.0%
8000 · Interest Expense	0.00	1,000.00	-1,000.00	0.0%
9500 · Depreciation Expense	43,390.64	43,390.64	0.00	100.0%
Total Expense	1,296,868.56	1,242,771.62	54,096.94	
Net Ordinary Operations Surplus	39,346.64	9,602.48	29,744.16	

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. 3 PAYROLLS IN OCT FY25
.....
4. 6000 Ambulance Operations Budgeted as expected.3 PAYROLLS IN OCT FY25
.....
5. 6700 Overhead/Admin: CY 2024-GEMT Transfer Amounts: 4 of 4 pymts = 18088.19. 10.15.24. Higher than budgeted at this time (2 of 4 wires total \$36k cleared in FY25. Program based on CY).
.....
6. CY 2025-IGT Transfer Amounts: CY 2024 annual collection 180,000
.....

**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*								
Oct	2024	78	102	56	62	51	16	0	1	0	41	33	5	13	10	12	26	0
Sep	2024	98	72	80	55	73	23	3	0	0	56	33	12	5	12	22	21	2
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
TOTALS		1071	1035	778	709	803	246	10	10	5	465	454	83	97	127	217	233	9

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

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

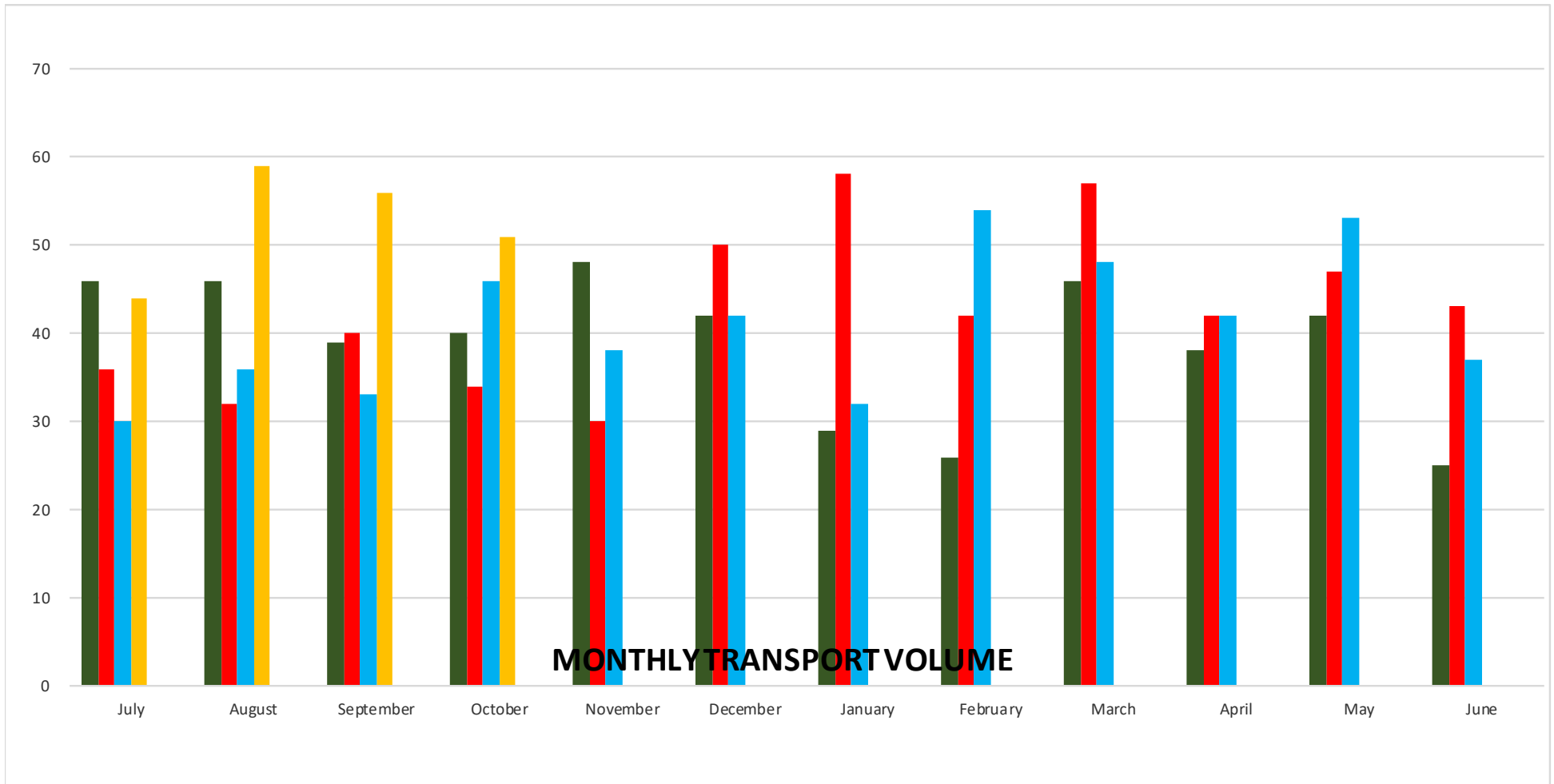
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

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

AN EMPTY BOX MEANS MISSING DATA

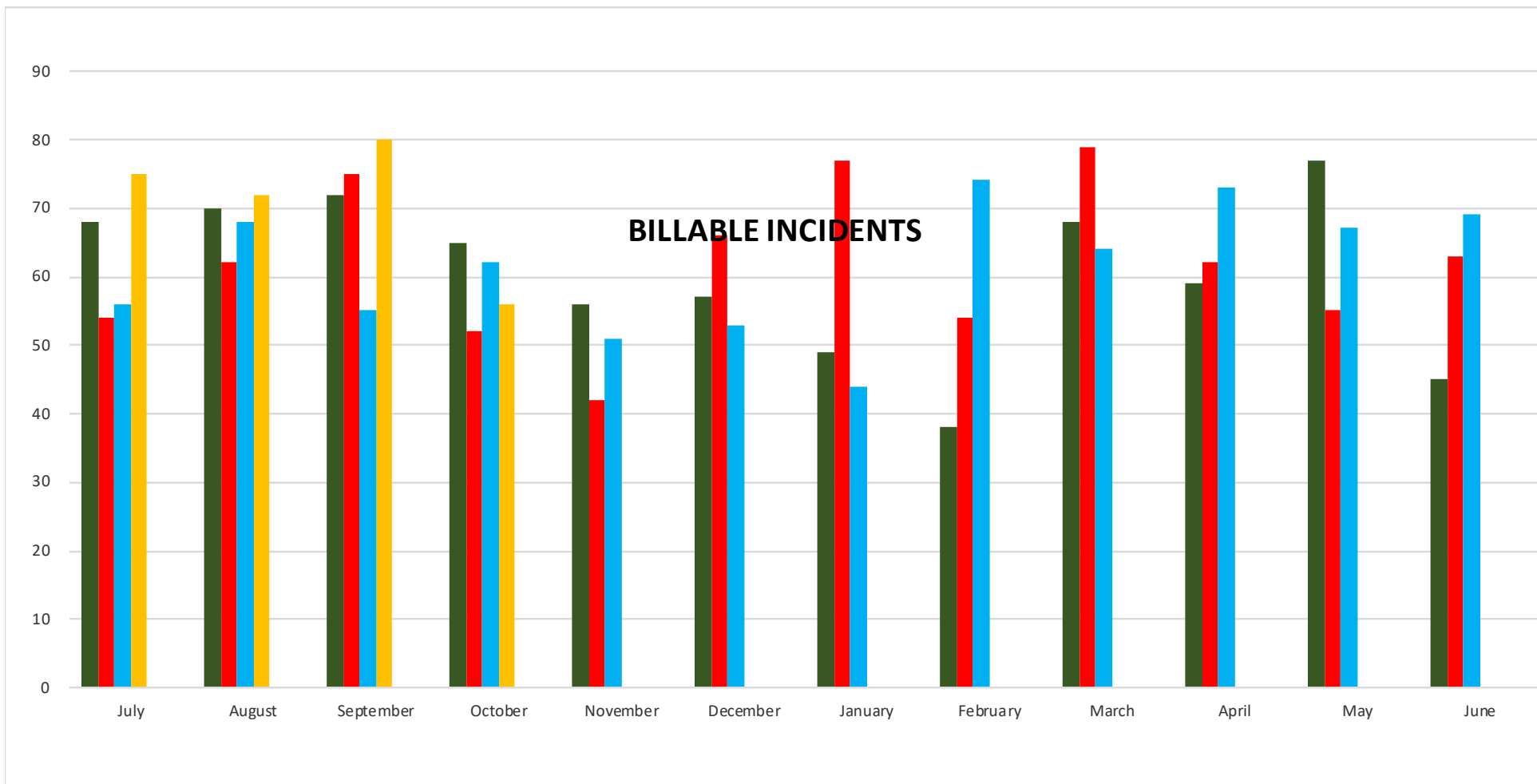
MONTHLY AMBULANCE TRANSPORT DATA

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	56	51								



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	80	56								



OCTOBER

2024

Runs by Response Request

Response Type Of Service Requested (eResponse.05)	Number of Runs	Percent of Total Runs
911 Response (Scene)	73	93.59%
Interfacility Transport	5	6.41%
Total:	78	100.00%

Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Other	27	34.62%
Falls	7	8.97%
Sick Person	7	8.97%
Traffic/Transportation Incident	7	8.97%
Chest Pain (Non-Traumatic)	6	7.69%
Stroke/CVA	3	3.85%
Fire	2	2.56%
Heart Problems/AICD	2	2.56%
Overdose/Poisoning/Ingestion	2	2.56%
Unconscious/Fainting/Near-Fainting	2	2.56%
Abdominal Pain/Problems	1	1.28%
Allergic Reaction/Stings	1	1.28%
Animal Bite	1	1.28%
Assault	1	1.28%
Automated Crash Notification	1	1.28%
Cardiac Arrest/Death	1	1.28%
Drowning/Diving/SCUBA Accident	1	1.28%
Hemorrhage/Laceration	1	1.28%
Interfacility Transfer	1	1.28%
MED-F (Medical Facility)	1	1.28%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	1	1.28%
Stab/Gunshot Wound/Penetrating Trauma	1	1.28%
Unknown Problem/Person Down	1	1.28%
Total:	78	100.00%

Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Traumatic Injury (T14.90)	20	25.64%
Pain (G89.1)	8	10.26%
Weakness (General) (R53.1)	7	8.97%
No Apparent Illness/Injury (Adult) (Z00.00)	7	8.97%
Altered Level of Consciousness (R41.82)	6	7.69%
Chest Pain - Suspected Cardiac (I20.9)	4	5.13%
Abdominal Pain / Problems (R10.84)	4	5.13%
Behavioral / Psychiatric - Disorder/Issue (F09)	3	3.85%
Dizziness / Vertigo (R42)	3	3.85%
Cardiac Arrest (I46.9)	3	3.85%
Syncopal/Near Syncopal (R55)	3	3.85%
Allergic Reaction (T78.40)	2	2.56%
Cold/Flu Symptom (J00)	2	2.56%
Fever (R50.9)	1	1.28%
Headache (R51)	1	1.28%
Nausea / Vomiting (R11.2)	1	1.28%
Overdose / Poisoning / Ingestion (F19)	1	1.28%
Respiratory Distress - Bronchospasm (J98.01)	1	1.28%
Respiratory Distress - Pulmonary Edema / CHF (J81.0)	1	1.28%
Stroke/CVA (I63.9)	1	1.28%
Total:	78	100.00%

3.5 Runs by Response Disposition

Unit Disposition (3.4=i Disposition.09 3.5=a Disposition.27)	Patient Evaluation/Care (3.4=i Disposition.10 3.5=e Disposition.28)	Crew Disposition (3.4=i Disposition.10 3.5=e Disposition.29)	Transport Disposition (3.4=i Disposition.10 3.5=e Disposition.30)	Reason for Refusal/Release (3.4=i Disposition.10 3.5=e Disposition.31)	Number of Runs	Percent of Total Runs
Patient Contact Made	Patient Evaluated and Care Provided	Initiated and Continued Primary Care	Transport by This EMS Unit (This Crew Only)		41	52.56%
Cancelled Prior to Arrival at Scene	Not Applicable	Available, No Care Required	No Transport		9	11.54%
Patient Contact Made	Patient Evaluated and Refused Care (AMA)	Available, Care Refused (AMA/RAS)	Patient Refused Transport	Against Medical Advice	9	11.54%
Cancelled on Scene	Not Applicable	Available, No Care Required	No Transport		8	10.26%
Patient Contact Made	Patient Evaluated, Released at Scene (RAS)	Available, Care Refused (AMA/RAS)	Patient Refused Transport	Released Following Protocol Guidelines	3	3.85%
Patient Contact Made	Patient Support Services Provided	Provided Care Supporting Primary EMS Crew	Transport by Another EMS Unit		2	2.56%
Cancelled Prior to Arrival at Scene					1	1.28%
No Patient Contact	Patient Support Services Provided	Provided Care Supporting Primary EMS Crew			1	1.28%
Patient Contact Made	Patient Evaluated and Care Provided	Initiated and Continued Primary Care	No Transport		1	1.28%
Patient Contact Made	Patient Evaluated and Care Provided	Initiated Primary Care and Transferred to Another EMS Crew	Transport by Another EMS Unit		1	1.28%
Patient Contact Made	Patient Evaluated and Refused Care (AMA)	Available, Care Refused (AMA/RAS)			1	1.28%
Patient Contact Made	Patient Support Services Provided	Initiated Primary Care and Transferred to Another EMS Crew	No Transport		1	1.28%
					Total:	Total:
					78	100.00%

3.5 Transported by Destination Report

Disposition Destination Name Delivered Transferred To (eDisposition.01)	Number of Runs	Percent of Total Runs
	37	47.44%
Sutter Santa Rosa Regional Hospital	11	14.10%
Landing Zone	10	12.82%
Adventist Health Mendocino Coast	7	8.97%
Kaiser Permanente - Santa Rosa	5	6.41%
Santa Rosa Memorial Hospital, Montgomery	5	6.41%
Adventist Health Ukiah Valley	2	2.56%
Redwood Coast Medical Services Inc	1	1.28%
Total:		Total: 100.00%
78		

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		
Sunday	2	2.56%
Monday	1	1.28%
Total:	3	Total: 3.85%
Avg:	1.50	
Incident Three Hour Range Of Day 24: 03:00:00 - 05:59:59		
Monday	1	1.28%
Tuesday	1	1.28%
Friday	2	2.56%
Total:	4	Total: 5.13%
Avg:	1.33	
Incident Three Hour Range Of Day 24: 06:00:00 - 08:59:59		
Sunday	2	2.56%
Monday	3	3.85%
Tuesday	1	1.28%
Wednesday	1	1.28%
Thursday	3	3.85%
Friday	2	2.56%
Total:	12	Total: 15.38%
Avg:	2.00	
Incident Three Hour Range Of Day 24: 09:00:00 - 11:59:59		
Sunday	3	3.85%
Tuesday	2	2.56%
Wednesday	3	3.85%
Thursday	1	1.28%
Friday	2	2.56%
Saturday	2	2.56%
Total:	13	Total: 16.67%
Avg:	2.17	
Incident Three Hour Range Of Day 24: 12:00:00 - 14:59:59		
Sunday	1	1.28%
Wednesday	4	5.13%
Thursday	8	7.69%
Saturday	2	2.56%
Total:	13	Total: 16.67%
Avg:	3.25	
Incident Three Hour Range Of Day 24: 15:00:00 - 17:59:59		
Sunday	1	1.28%
Monday	3	3.85%
Tuesday	5	6.41%
Wednesday	4	5.13%
Thursday	3	3.85%
Saturday	5	6.41%
Total:	21	Total: 26.82%
Avg:	3.50	
Incident Three Hour Range Of Day 24: 18:00:00 - 20:59:59		
Monday	1	1.28%
Tuesday	1	1.28%
Wednesday	3	3.85%
Friday	1	1.28%
Saturday	2	2.56%
Total:	8	Total: 10.26%
Avg:	1.60	
Incident Three Hour Range Of Day 24: 21:00:00 - 23:59:59		
Sunday	1	1.28%
Tuesday	1	1.28%
Friday	2	2.56%
Total:	4	Total: 5.13%
Avg:	1.33	
Total:	78	Total: 100.00%
Avg:	2.23	

- DAY CALLS (0900 - 2100) 55 NIGHT CALLS (2100 - 0900) 23
- M122 DISPATCHED 16, (23 IN SEPTEMBER)
- TOTAL HOURS UNCOVERED 26.23, (21.4 IN SEPTEMBER)
- MISSED CALLS 0, (2 IN SEPTEMBER)
- M124 0, (3 IN SEPTEMBER)
- B121 1 3rd call in District, A.M.A