

CLSD LIFE SUPPORT DISTRICT



AGENDA

REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS

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

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

Board meetings will also be available via teleconference.

Meeting Link: <https://clsd.my.webex.com/clsd.my/j.php?MTID=m260c59677da6cbcdfd4393ef34bfa49a>

1. Call to Order Beaty
2. Adoption of the agenda Beaty
3. Minutes Approval:
 - a. October 28, 2024 Board Meeting Beaty
4. Privilege of the floor Beaty
5. Reports:
 - a. BOD Calendar Schwartz
 - b. Finance: YTD Crowl
 - i. Ambulance revenue – Wittman YTD
 - ii. Expenses
 - iii. Banking review
 - c. Ambulance run data/CLSD Activity Crowl
6. Shout out: Open
7. **NEXT BOD MEETINGS:**
December 23rd, 2024
January 27th, 2025
8. Adjourn



**BOARD OF DIRECTORS
MEETING MINUTES
Monday, October 28, 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, Naomi Schwartz, Julie Bower, Cathleen Crosby, Leslie Tittle.

Absent: Carolyn Andre

Staff Present: Dave Crowl, District Administrator, Bronwyn Golly, Operations Manager

Also present: Leslie Bates. RCMS President of BOD

Minutes by: Naomi Schwartz, BOD Secretary

Meeting called to order at 4:02 by President Beaty

After review, the Meeting Agenda was unanimously approved.

After review, the minutes of the September 26, 2024, BOD meeting were unanimously approved.

1. **Closed Session:** Went into Closed Session at 4:03. Reported out of Closed Session at 4:24. OM Golly will be offered an appointment letter as CLSD Emergency Services Chief, effective 12/07/24.
2. **Old Business**
 - a. DA Crowl presented Resolution 182 to procure a line of credit from Exchange Bank. This was voted on and passed unanimously.
 - b. The Finance Committee presented its recommendation for adopting Paychex Pro to handle CLSD payroll and human resource needs. This will be a savings to CLSD of approximately \$30,000 annually. The motion was passed unanimously.
3. **Reports**
 - a. OM Golly reported on being approached by Coastal Valleys EMS Agency for CLSD to oversee an EMT training program in Laytonville at Long Valley Fire Protection District. That agency only has 1 ALS ambulance with 1 paramedic and needs multiple EMTs. CLSD would oversee this satellite program for them by providing a curriculum, scheduling and tests. CLSD would charge a minimal administrative fee. Long Valley Fire Protection District will provide and compensate the instructors. Coastal Valleys has given their approval for this.
 - b. The BOD went out to the parking lot to view the newly acquired ambulance.
 - c. CLSD Run Data Report, Monthly Ambulance Data Report and the Profit & Loss Budget were presented. These were discussed and found to be acceptable.
4. **Shout outs:** Director Schwartz gave a shout out to Paramedic Megan Rosencrans for her work depicting CLSD on social media.
5. **Next BOD Meetings:**
 - November 25th, 2024
 - December 23rd, 2024
 - January 27, 2025

The meeting was adjourned at 5:35 PM

CLSD AMBULANCE REVENUE

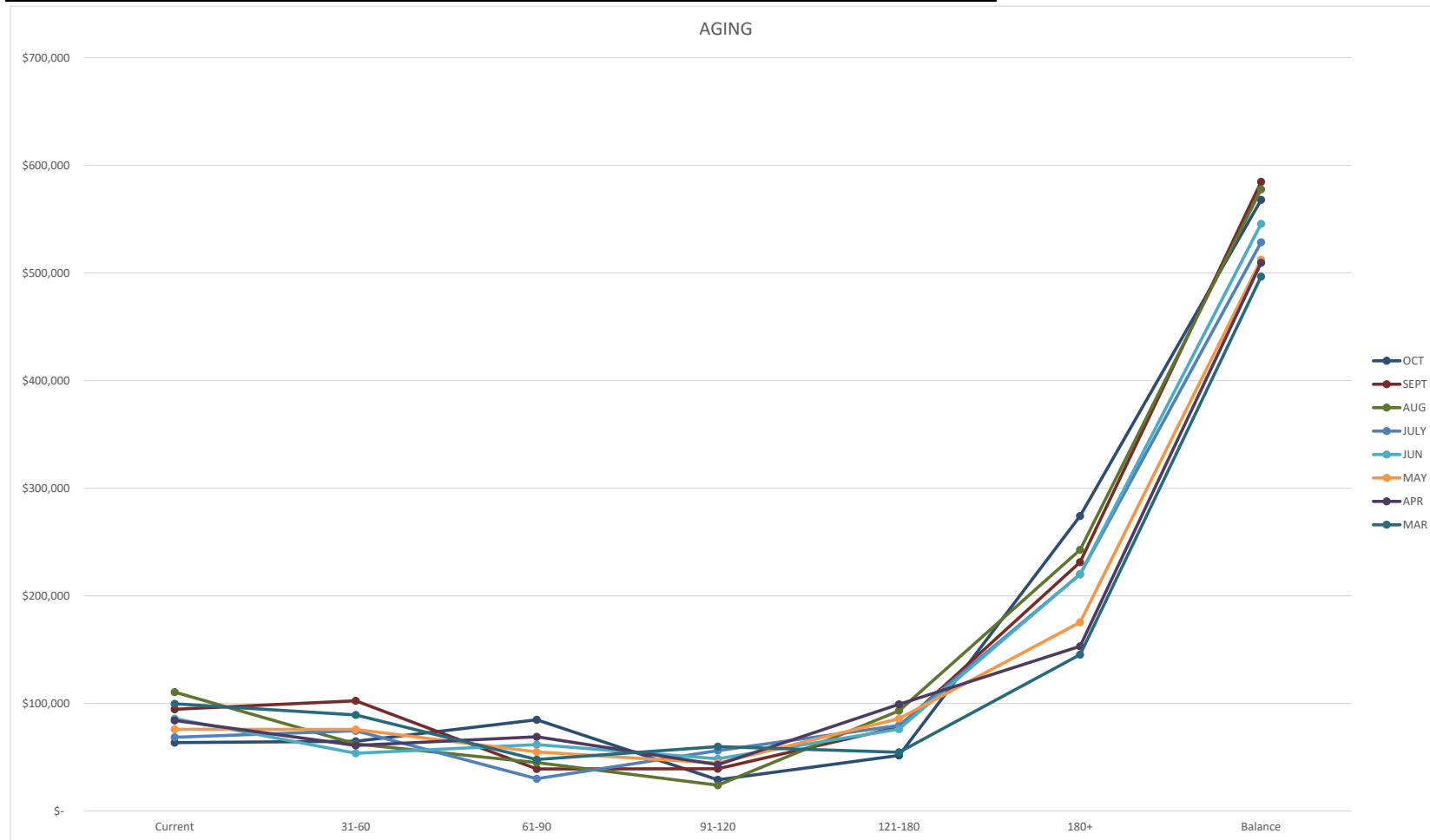
	A	B	C	D	E	F	G	H	I	J	K	L	M	
	BILLABLE INCIDENTS	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	AB 716	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	OTHER WRITE OFFS	ADJ	NEW A/R BALANCE
FY24														
NOV'23	49	\$ 153,535	\$ 101,243	\$ 46,704	\$ 6,139	\$ -	\$ (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**

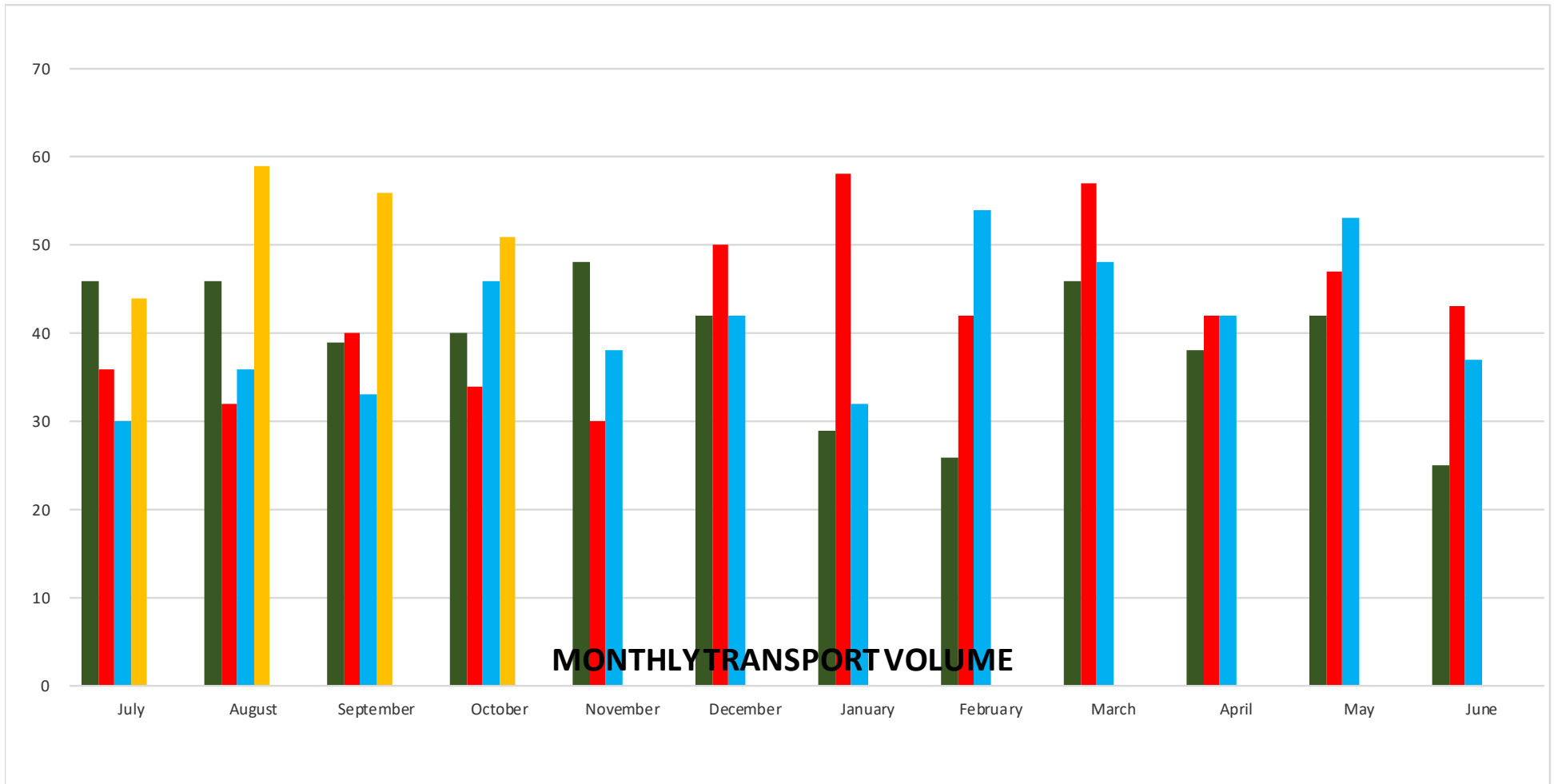
DATE		INCIDENTS		BILLABLE INCIDENTS		AMBULANCE DISPATCH					TO HOSPITAL TRANSPORTS		FROM UC TRANSPORTS		LANDING 	T&R 	# OF HOURS UNAVAIL	# MISSED CALLS
						M	M	M	B	B								
MON	YR					120	122	124*	121*	123*								
Oct	2024	78	102	56	62	51	16	0	1	0	41	33	5	13	10	12	26	0
Sep	2024	98	72	80	55	73	23	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

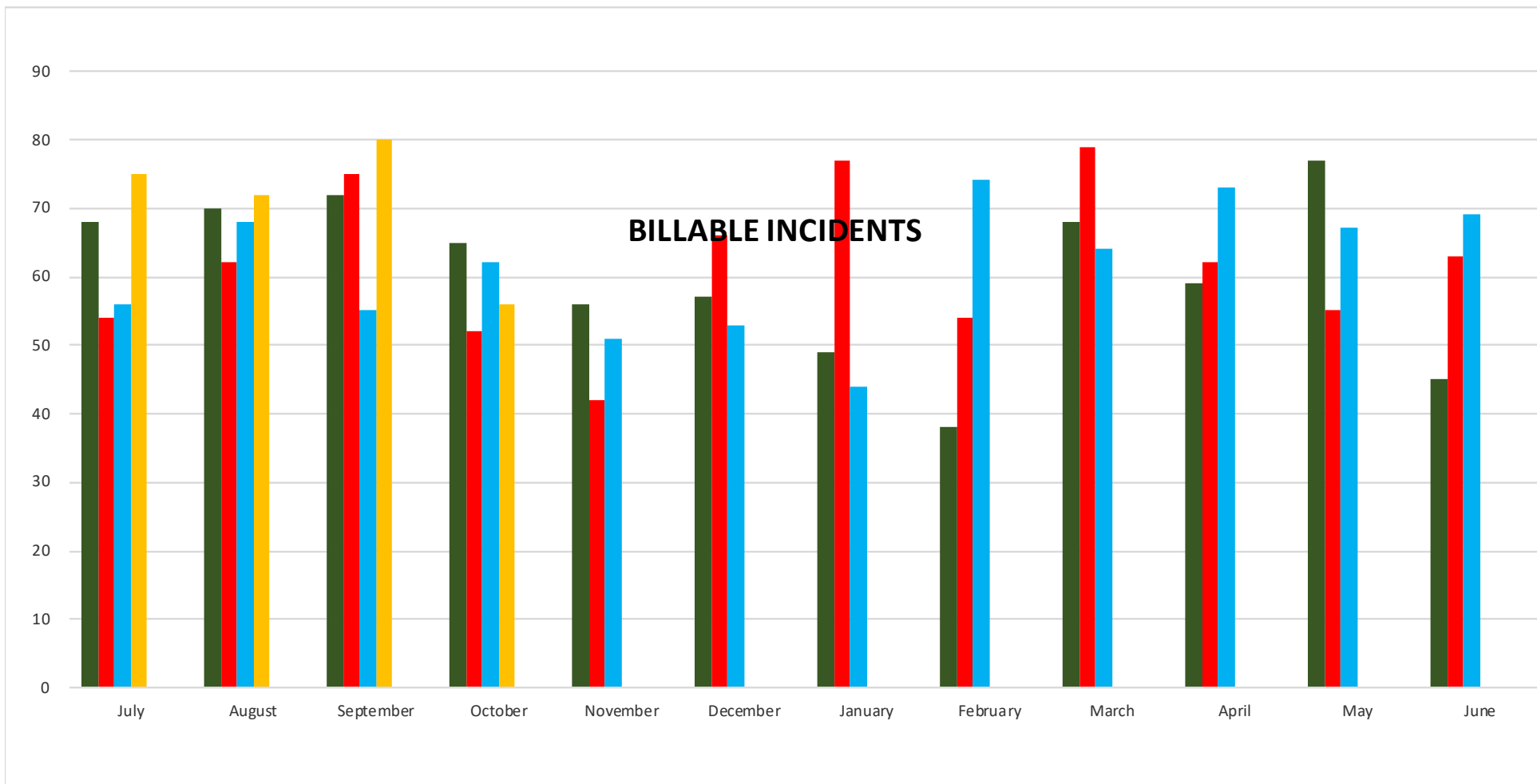
MONTHLY AMBULANCE TRANSPORT DATA

Monthly Transports	July	August	September	October	November	December	January	February	March	April	May	June
<i>2021 - 2022</i>	46	46	39	40	48	42	29	26	46	38	42	25
<i>2022 - 2023</i>	36	32	40	34	30	50	58	42	57	42	47	43
<i>2023 - 2024</i>	30	36	33	46	38	42	32	54	48	42	53	37
<i>2024 - 2025</i>	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=aDisposition.27)	Patient Evaluation/Care (3.4=i Disposition.100 3.5=eDisposition.28)	Crew Disposition (3.4=i Disposition.101 3.5=eDisposition.29)	Transport Disposition (3.4=i Disposition.102 3.5=eDisposition.30)	Reason for Refusal/Release (3.4=i Disposition.103 3.5=eDisposition.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:	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:		78
		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		
Sunday	2	2.56%
Monday	1	1.28%
Total:	3	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	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	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	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	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	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	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	5.13%
Avg:	1.33	
Total:	78	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