

CLSD LIFE SUPPORT DISTRICT



Finance Committee

AGENDA

Wednesday, December 18, 2024 at 9:00 AM

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: https://clsd.my_webex.com/clsd.my/j.php?MTID=mef069667a68961b578b4bf2ffa7e0833

- | | |
|---|-------------|
| 1. Call to Order | Tilles |
| 2. Agenda Approval | Tilles |
| 3. Minutes Approval: October 23, 2024 meeting | Tilles |
| 4. Privilege of the floor | Tilles |
| 5. Old Business: <ul style="list-style-type: none">• Bank Evaluation | Golly |
| 6. Ambulance revenue – Wittman (YTD) | Golly |
| 7. Expenses Summary | Golly |
| 8. Banking and investment review | Golly |
| 9. Ambulance transport data YTD | Golly |
| 10. Other: <ul style="list-style-type: none">• REDCOM | Golly |
| 11. Shout out | Open to all |
| 12. Next Finance Committee Meetings – 9:00 AM. <ul style="list-style-type: none">• January 15, 2024• February 19, 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**

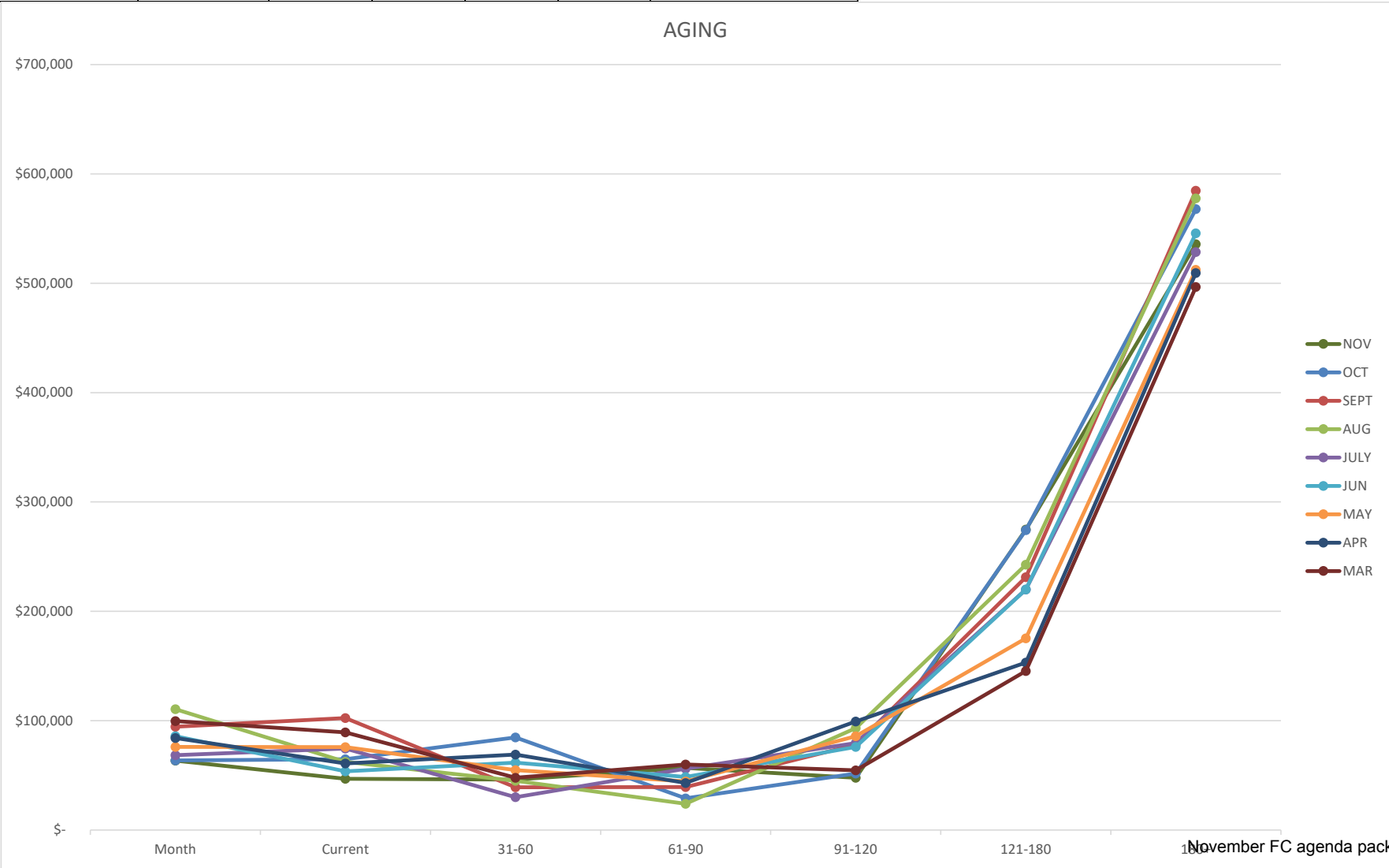
Meeting adjourned at 10:01 am

CLSD AMBULANCE REVENUE

	A	B	F	I	M		
	BILLABLE INCIDENTS	CHARGES	TOTAL COLUMN C/D/E & AB716 (W/D'S)	NET CHARGES	NET PAYMENTS	BAD DEBT / OTHER W/O'S & ADJ	NEW A/R BALANCE
FY24					\$ 411,182.79		
DEC'23	53	\$ 215,968	\$ (141,388)	\$ 74,579	\$ 70,422	\$ (23,008)	\$ 392,332
JAN'24	44	\$ 167,921	\$ (101,172)	\$ 66,750	\$ 48,363	\$ (727)	\$ 409,992
FEB'24	61	\$ 241,696	\$ (161,395)	\$ 80,302	\$ 41,251	\$ (12,550)	\$ 436,493
MAR'24	64	\$ 285,888	\$ (157,898)	\$ 127,990	\$ 54,306	\$ (13,533)	\$ 496,644
APR'24	73	\$ 283,022	\$ (217,366)	\$ 65,656	\$ 52,827	\$ -	\$ 509,473
MAY'24	67	\$ 243,954	\$ (176,955)	\$ 66,999	\$ 58,996	\$ (5,083)	\$ 512,393
JUN'24	67	\$ 239,838	\$ (142,409)	\$ 97,429	\$ 60,430	\$ (3,700)	\$ 545,691
FY25							
JUL'24	73	\$ 248,386	\$ (175,730)	\$ 72,655	\$ 82,401	\$ (7,384)	\$ 528,562
AUG'24	72	\$ 310,299	\$ (181,195)	\$ 129,104	\$ 79,440	\$ (500)	\$ 577,725
SEPT'24	80	\$ 303,427	\$ (189,449)	\$ 113,977	\$ 71,236	\$ (35,839)	\$ 584,629
OCT'24	56	\$ 208,916	\$ (149,960)	\$ 58,956	\$ 66,059	\$ (9,606)	\$ 567,920
NOV'24	53	\$ 188,243	\$ (135,263)	\$ 52,979	\$ 79,896	\$ (5,207)	\$ 535,770
* see note in cell							
NOV'23	49	\$ 153,535	\$ (154,086)	\$ (551)	\$ 41,685		\$ 411,183
FY To Date	334	\$ 1,259,270	\$ (831,598)	\$ 427,672	\$ 379,032	\$ (58,535)	
Last 12 Months	763	\$ 2,937,556	\$ (1,930,180)	\$ 1,007,377	\$ 765,627	\$ (117,136)	
Monthly Average FY To Date	67	\$ 251,854	\$ (166,320)	\$ 85,534	\$ 75,806	\$ (11,707)	
Monthly Average Last 12 Months	64	\$ 244,796	\$ (160,848)	\$ 83,948	\$ 63,802	\$ (9,761)	
Prior FY To Date Mo Avg					\$ 72,601		
Prior 12 Mo. Avg					\$ 68,229		

AGING							
Month	Current	31-60	61-90	91-120	121-180	180+	Balance
NOV	\$ 63,499	\$ 46,939	\$ 46,119	\$ 56,738	\$ 47,773	\$ 274,728	\$ 535,797
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 vs. Actual July through November 2024

	Jul - Nov 24	Budget	\$ Over Bu...	% of Budg...
Ordinary Revenue/Expense				
Revenue				
4000 · CLSD Special Taxes	971,717.45	971,717.45	0.00	100.0% ¹
4200 · Ambulance Revenue	390,545.96	333,333.38	57,212.58	117.2% ²
4400 · Miscellaneous Revenue	6,406.00	10,416.69	-4,010.69	61.5%
4410 · Intergovermntl Transport(IGT)	208,333.38	208,333.38	0.00	100.0%
4420 · Ground Emerg Med Transport	41,666.69	41,666.69	0.00	100.0%
4600 · Grant Revenue	4,360.00			
Total Revenue	1,623,029.48	1,565,467.59	57,561.89	
Expense				
Uncategorized Expense	1,336.01			
5000 · Wages and Benefits	928,467.61	881,485.74	46,981.87	105.3% ³
5000TD · Wages & Bene-Training Division	1,072.64	25,630.21	-24,557.57	4.2%
6000 · Ambulance Operations	93,940.70	78,229.26	15,711.44	120.1% ⁴
6000TD · Training Division Operations	0.00	312.50	-312.50	0.0%
6700 · Overhead/Administration	115,366.41	87,054.62	28,311.79	132.5% ⁵
6700TD · Overhead/Admin-T.Division	968.91	1,041.69	-72.78	93.0%
6971 · IGT	0.00	75,000.00	-75,000.00	0.0% ⁶
7000 · Urgent Care	349,222.08	349,222.09	-0.01	100.0%
8000 · Interest Expense	964.57	1,250.00	-285.43	77.2%
9500 · Depreciation Expense	54,238.31	54,238.31	0.00	100.0%
Total Expense	1,545,577.24	1,553,464.42	-7,887.18	99.5%
Net Ordinary Operating Surplus	77,452.24	12,003.17	65,449.07	
Other Revenue/Expense	649.17			
Net Revenue	78,101.41	12,003.17	66,098.24	

1. Total 4000- CLSD Special Taxes Expect to recieve Mendoco Co by Dec 20th, 2024
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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:FY25 Budgeted as expected. 3 PAYROLLS IN OCT FY25
.....
4. 6000 Ambulance Operations Budgeted: Medical Supplies and Equipment continue to rise in cost.
.....
5. 6700 Overhead/Admin: CY 2024-GEMT Transfer Amounts: 4 of 4 payments = 18088.19. 10.15.24. Higher than budgeted at this time (reason \$36k cleared in FY25 and the program based on CY). Education expenses are high - sending several EMT's to Paramedic School.
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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*								
Nov	2024	79	69	56	51	58	21	0	0	0	39	38	7	4	6	24	12	0
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
TOTALS		1081	1050	783	718	807	252	10	10	5	466	466	86	96	130	231	237	9

ALL SHADED COLUMNS ARE PREVIOUS YEAR DATA

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

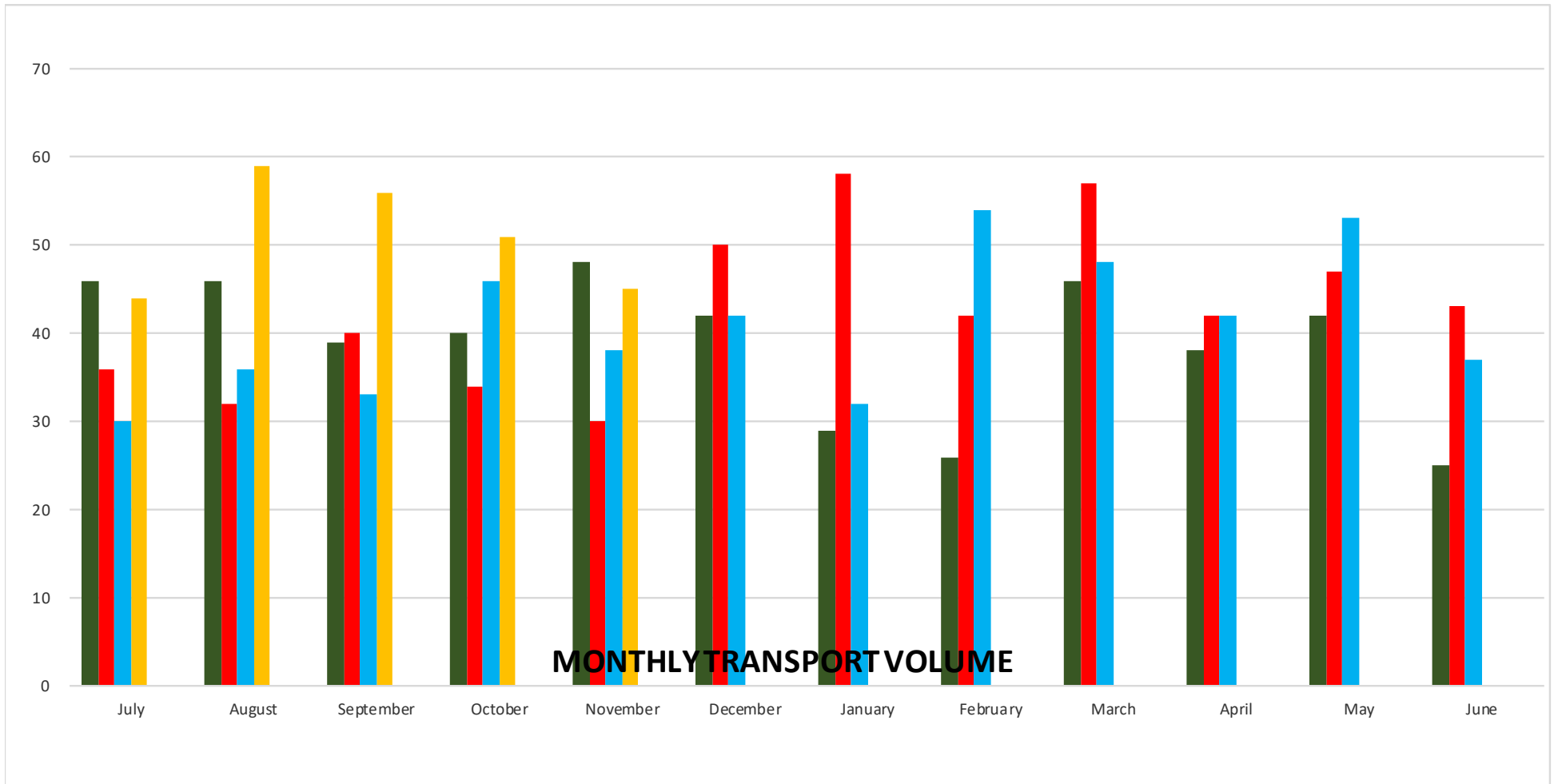
TREAT & RELEASE (T&R) INCLUDES BOTH RELEASED AT SCENE (RAS) AND AGAINST MEDICAL ADVICE (AMA)

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	45							



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	56							

