



Finance Committee

AGENDA

Wednesday, June 18, 2025 at 9:00 AM

CLSD Headquarters, 38901 Ocean Drive, Gualala, CA

Meeting Link: <https://us06web.zoom.us/j/87117394941?pwd=tdhmSSRAIyLsl1MEbT1fzmbcOAzN88.1>

1-408-638-0968 Meeting code: 871 1739 4941, password: 366982

1. Call to Order Tilles
2. Agenda Approval Tilles
3. Minutes Approval:
May 21, 2025 minutes Tilles
4. Privilege of the floor Tilles
5. New Business:
 - GEMT payment Golly
 - Financial Management Policy Golly
 - Credit Cards with Five Star Golly
 - Worker's Compensation (SDRMA) payment Golly
6. Old Business:
 - Financial Office Changes/Reorganization Golly/Tilles
 - FY 2026 Appropriations/Prop 4 review Golly
 - Audit Update Golly
 - FY25/26 Budget Golly
 - Roof update
 - Banking Migration – Update Golly
7. Ambulance revenue – Wittman (YTD) Golly
8. Ambulance transport data YTD Golly
9. Review and approve May 2025 checks/banking Golly
10. Shout out Open to all
11. Next Finance Committee Meetings – 9:00 AM.
 - July 16, 2025
 - August 20, 2025
12. Adjournment

CLSD LIFE SUPPORT DISTRICT

FINANCE COMMITTEE MEETING MINUTES

Wednesday, May 21, 2025, 9am

Location: CLSD, Bill Platt Training Room, 38901 Ocean Drive, Gualala, CA 95445

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

BOD Present: Michael Tilles, Treasurer | Geoff Beaty, President | Naomi Schwartz, Secretary

Staff Present: Bronwyn Golly, EMS Chief | Cobre Hernandez, Executive Administrator

Minutes by: Cobre Hernandez

Call to Order

Treasurer Tilles called the meeting to order at 9:00am.

Agenda Approval

President Beaty made a motion to approve the agenda.

Secretary Schwartz seconded the motion.

The motion was approved unanimously.

Minutes Approval

Secretary Schwartz made a motion to approve the March 19, 2025 minutes with the following changes.

President Beaty seconded the motion.

The motion was approved unanimously.

Changes:

1. Under **Mendocino County PG&E Grant Money**, clarification that donating funds to individual paramedics for their personal education would constitute a “donation of public funds”
2. Under **Audit**, in the first sentence change “audit” to “annual audit.”
3. Under **Roof Update**, remove “the” before “contractor” in the first sentence.
4. Under **Banking Migration**, capitalize “bank.”
5. Under **Banking Migration**, replace “Treasurer Tilles has given them their signature” with “Treasurer Tilles signature card will be deposited in our Five Star Bank account.”
6. Under **Ambulance Revenue – Wittman YTD**, replace “CLSD is on par with usual monthly numbers” with “CLSD is on par with its monthly numbers.”
7. Under **Ambulance Revenue – Wittman YTD**, replace “Our average payment from Wittman” to “Our average monthly payment from Wittman.”
8. Under **Ambulance Transport Data (YTD) and CLSD Update**, replace “There is an EMT, Jack Horvitz, who is resigning after his shift next week” with “EMT Jack Horvitz is resigning after his shift next week.”

9. Under **Ambulance Transport Data (YTD) and CLSD Update**, there are three EMTS in paramedic school, not two.

Privilege of the Floor

No one had anything to add at this time.

NEW BUSINESS

FY 2026 Appropriations/Prop 4 Review

Chief Golly introduced CLSD's annual resolution to adopt the Proposition 4 Appropriation limit. She is waiting for the final numbers for the California Per Capita Personal Income and the Sonoma County Population Change Percentage in order to calculate CLSD's appropriation limit for FY25/26, which are due to agencies by the end of May. The resolution text should be ready by the June Regular Board Meeting for the Board of Directors to vote on.

OLD BUSINESS

Financial Office Changes/Reorganization

Chief Golly and Treasurer Tilles updated the committee on the search for an interim accountant, which they are hoping to wrap up in the next week.

Audit

Chief Golly and EA Hernandez are working with Craig Collins, the accountant that CLSD contracts with every year to support the annual audit. They have a long list of documents that need to be prepared before the site visit. Auditor Larry Bain and his staff will be at CLSD from May 28-30.

FY 25/26 Budget

There was a discussion about the preparation of the preliminary budget. Treasurer Tilles voiced concerns about the cash flow. Chief Golly provided updates on when the PP-GEMT and IGT payments are scheduled. There was a discussion about whether the Board should consider going to the voters next year for a tax increase.

Roof Update

Chief Golly provided an update on estimates for roof repairs and replacement. She initiated an estimate from MD Solar, which was initiated in order to approach a foundation that Director Damasco is affiliated with, for funding for the roof replacement with a solar installation. The estimate was approximately \$46,100.00. Chief Golly reminded the committee that the initial roof estimate from Chad Warner General Contracting was \$65,000-75,000.

Banking Migration – Update

CLSD has received our new checks for our account with Five Star Bank. We will continue to write checks from the Exchange Bank account until most of our payment accounts have migrated to Five Star Bank. There was a discussion about the open line of credit at Exchange Bank, and the process for opening a similar line of credit at Five Star Bank.

Ambulance Revenue – Wittman YTD

There were much fewer calls in April than previous months. Chief Golly predicted that the May report would be similar, given the call reports that she has seen.

Expenses Summary

The Finance Committee reviewed the checks written during the last month.

Ambulance Transport Data YTD

There were 63 calls to CLSD in the last month. Almost 20% of those calls were cancelled. Twenty-one calls were AMAs (Against Medical Advice). Secretary Schwartz asked whether there has been improvement of staff finalizing their call reports. Chief Golly responded that they are getting much better.

Shout Out

Chief Golly would like to give a shout out to Director Damasco and her husband Jude Damasco for stepping up and supporting the staff during this financial transition. Treasurer Tilles would like to shout out Chief Golly and EA Hernandez for their work on the financial reorganization and the audit.

Next Finance Committee Meetings – 9:00 AM

June 18, 2025

July 16, 2025

Adjournment

The meeting was adjourned at 10:35am.



PUBLIC PROVIDER GROUND EMERGENCY MEDICAL TRANSPORTATION (PP-GEMT) PROGRAM MANAGED CARE AND FEE FOR SERVICE — INVOICE

Entity Information:
Entity Name: Coast Life Support District
NPI: 1730284225

Due Date:	7/18/2025
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Payment Details:		
Year:	2025	Contribution #: 3
Total Amount Due:	\$21,365.25	

Program/Payee Information:
Vendor Name: California Department of Health Care Services
PP-GEMT Program Email: AB1705@dhcs.ca.gov

Banking Information:
Bank Name: US Bank <i>Please await Wire Request Memo for payment instructions</i>
Payment Methods Accepted: ACH or Wire Transfer

Payment Instructions:
<p>Attention: Please review, sign, and submit the Intergovernmental Transfer (IGT) Certification form by July 4, 2025, to AB1705@dhcs.ca.gov. IGT Certification forms are required to be <u>submitted prior to each collection</u> due date. Once the IGT Certification form is received, DHCS will send a Wire Request Memo providing payment details and instructions. Please note, July 4 is a holiday and State offices will be closed so please plan accordingly.</p> <p>Please do not send your IGT payment until you have received the Wire Request Memo as payment details are subject to change.</p>

IGT Non-Federal Share (NFS) Breakdown By DHCS Delivery System			
Managed Care (MC)			
	MC NFS #3	\$	14,275.50
	MC Reconciliation #1 (Jan - Jun 2024)	\$	6,872.93
Fee For Service (FFS)			
	FFS NFS #3	\$	1,539.95
	FFS Reconciliation #1 (Jan - Jun 2023)	\$	(1,323.13)
	Total* IGT Transfer Amount:	\$	21,365.25

*Any differences are due to rounding.

CY 2025 Invoicing Schedule		
CY 2025 Invoice #1	Invoice Packets Sent	12/3/2024
	IGT Certifications Due	1/3/2025
	Payment Due	1/17/2025
CY 2025 Invoice #2	Invoice Packets Sent	3/4/2025
	IGT Certifications Due	4/4/2025
	Payment Due	4/18/2025
CY 2025 Invoice #3	Invoice Packets Sent	6/3/2025
	IGT Certifications Due	7/4/2025
	Payment Due	7/18/2025
CY 2023 FFS Recon #1	Date of Service	Jan - Jun 2023
CY 2024 MC Recon #1	Date of Service	Jan - Jun 2024
CY 2025 Invoice #4	Invoice Packets Sent	9/2/2025
	IGT Certifications Due	10/3/2025
	Payment Due	10/17/2025
CY 2023 FFS Recon #2	Date of Service	Jul - Dec 2023
CY 2024 MC Recon #2	Date of Service	Jul - Dec 2024

*Schedule subject to change



FISCAL MANAGEMENT POLICY

Internal Controls

Internal controls are mandated for maintaining a secure and reliable accounting system. Internal controls, when strictly followed, protect the financial integrity of district records and protect against mismanagement of district funds. District managers, administrators and Board Directors can be held liable for negligence in the management of district funds. As such, extreme care should be followed to ensure that finances are viewed closely by the board.

Computer Records Security

All accounting computer records must be kept secure. Persons authorized to edit or review the records must be given passwords which only enable them to access the system. More than one person should be trained on the system. Accounting records should be backed-up on a regular basis.

Example: Passwords to access the district's computer accounting systems shall only be issued to the accounting staff, accounts payable clerk and the district manager. All accounting records shall be backed-up on a daily basis.

Checkbook Reconciliation

In general, the person that does the reconciliation of district accounts should not be the same person that writes the checks. Because of the small number of District staff however, it is not feasible always to have separate functions. Thus, the bookkeeper prepares checks but does not have signing authority. The books are reviewed regularly by the Finance Committee and financial reports are reviewed by the BOD at regular monthly meetings. Such reports are generated by the bookkeeper, who does not write the checks, and reviewed by the DA for accuracy.

Purchases

Check signing authority is as follows:

1. The Operations Manager may sign checks up to \$3,000 for one time purchases. The Ops Mgr. may also be authorized to sign A/P checks over this amount that are approved by the Board of Directors and are routine payments. Example, the Ops Mgr. may sign checks for the Urgent Care contract.
2. The District Administrator may sign checks up to \$10,000 without Board approval. For any purchases over \$10,000, the DA must obtain approval by the Board of Directors at their monthly meeting.
3. The Treasurer may also sign checks up to \$10,000 but will obtain BOD approval at their monthly meetings for any amounts over said limit.
4. Check signing authority is only given to the three individuals above. Only one signature is required to authorize payment.

Verification of Receipts

Receipts should always be verified prior to paying an invoice. Checks are prepared by the bookkeeper pairing invoices to checks. The Ops Mgr. or DA will sign checks for A/P. and not processed without checking receipts or packing slips to determine that merchandise or services have been received before payment. A Check Detail report will accompany any batch of checks for signing and filed in the bookkeeper's office.

Cash Transactions

Cash transactions, should involve the bookkeeper and verified by the Ops Mgr. or DA to ensure that cash is properly recorded and deposited.

Example: Duties will be assigned to individuals in such a manner that no one individual can control all phases of collecting cash, recording cash, and processing transactions in a way that permits errors or omissions to go undetected.

Authorization for Writing off Bad Debt

A procedure for writing off bad debt is managed by the Finance Committee sub-committee, comprised of three BOD. After careful review (includes the extent of efforts made by the billing agency to pursue collection of debt, hardship claims, etc.) they determine which claims are to be sent to collections. If all efforts have been exhausted and sending the claim to collections is unlikely to result in receipt of revenue, the Finance Committee sub-committee may elect to write off the bad debt.

Petty Cash

Petty cash funds should require full documentation, receipts, and include the purpose of the expenditure and reviewed by the Ops Mgr. or DA.

Security Policy

All financial accounting records of the district (includes payroll records, petty cash, the Districts blank checks, deposit stamps, etc.), are stored in the bookkeeper's office which is locked at all times. The bookkeeper, Ops Mgr., and DA are the only staff with access to this office. Payroll is processed through auto-deposits and thus, paychecks are not left on the premises.

Petty Cash/Change Funds

During business hours, petty cash/change funds entrusted with the accounting staff will be monitored at all times and will not be left unattended. During non-business hours, the petty cash/change funds will be secured in a locked office.

Bank Deposits

Collections received by the accounting staff will be reviewed by the Ops Mgr. or District Manager. Personnel making deposits will be managed by either the bookkeeper or DA so as not to create a routine pattern.

Approved by:

Date: _____ Secretary: _____

Local Agency Financial Policies and Practices

Financial policies can provide a solid foundation for sound public agency fiscal practices. Adopted by the governing body, such policies provide:

- A means through which the governing body can communicate its collective policy judgments and goals to staff, the public and others.
- Direction to staff and standards against which current practices can be measured, and proposals for changes in practices can be evaluated.

Ratings agencies (who assess local agencies' credit for borrowing) also look at local agencies' financial policies; well-crafted policies can mean higher rating grades which can translate into lower borrowing costs.

Questions to Ask

Financial Policies

- Does the agency have written financial policies?
- If so, what do they cover? See sidebar on next page for a checklist of possible topics.
- How often does the governing body review them?
- With respect to each policy, is it clear who is responsible for implementing that policy?
- What procedures does management use to make staff aware of such policies? What training does staff receive to allow them to competently implement such policies?
- How does the agency monitor compliance with such policies?

Financial Practices

- Are agency accounting policies and procedures documented in writing?
- What kinds of practices does the agency use (sometimes referred to as "internal controls") to make sure that the agency has systems for cross checks to minimize the risk of mistakes or maximize the likelihood that misconduct is detected?
- Does agency financial staff participate in relevant professional organizations to keep abreast of developments in the field and best practices?
- Are agency financial staff familiar with and do they adhere to the codes of ethics applicable to their professions? For example, both the California Society of Municipal Finance Officials

- ¹ and the California Municipal Treasurers Association² have codes of ethics.

Financial Planning Policies.³

- **Budget Policy.** Such a policy commits to a balanced operating budget (and defines what that is) and requires that decision-makers be alerted when deviations are either planned or otherwise occur.
- **Long-Range Planning.** Such a policy supports financial analysis and strategies to assess the long- term implications of current and proposed capital improvement needs, cost of services, operating budgets, budget policies, cash management and investment policies, program and assumptions. For example, a capital improvement plan enables the agency details the agency's plans and relative priorities for making improvements to and replacing capital facilities (a process that normally takes years to complete).⁴

Checklist of Financial Policy Topics⁵

Local agencies have various—and various levels—of financial policies. Some policies relate to big picture, strategic topics (for example, budget policy, long-range planning and debt policy); others are very specific and practical policies (for example, credit card policies and expense reimbursement).

Having a range of policies (from big picture to practical and operational) helps an agency to chart a wise course financially and avoid operational missteps. Whether a specific policy makes sense given the nature and scope of an agency's operations will vary.

- **Asset Inventory.** Such a policy requires an up-to-date listing of all major capital assets including. The policy can also require an assessment of asset condition and a plan for replacing assets (sometimes referred to as a “capital plan”). The definition of what constitutes a “major” asset is established by local policy, as is the determination of how often the inventory is to be updated.
- **Long-Range Planning for Pension and Other Post-Employment Benefit Costs.** Such a policy analyzes how the agency will meet the future costs of agency employee pensions and other employee benefit obligations.
- **Reserve and Other Fund Balances.** Such a policy enables decision-makers to maintain a prudent level of resources to protect against a need to reduce service levels or increase revenues due to revenue shortfalls or unpredicted one-time expenses. Specific kinds of reserves can also enable an agency to set aside moneys to replace assets (for example, fleet replacement reserves).

Revenue Policies.⁶ These policies help decision-makers understand and manage revenue flows.

- **Revenue Diversification.** Such a policy encourages a diversity of revenue sources to protect the agency against fluctuations in individual sources, such as sales taxes, which can rise and fall dramatically with the general economy.
- **User Fees and Charges.** Such policies establish the extent to which users of agency services are expected to cover the cost of providing the service and how those costs are determined. Note that most fees may only be used for the purposes for which they were collected and may not exceed the cost of providing the service for which the fee is charged.⁷ Such policies also can provide for regular review of fee levels and calculation methods to assure that the agency meets its objectives relating to cost-recovery on an ongoing basis.
- **One-Time and Unpredictable Revenues.** A goal of such a policy is to encourage the use of one-time or unplanned revenues for one-time needs or reserve replenishment rather than for ongoing expenses.
- **Limited Purpose Revenues.** By law or policy, certain revenues must be spent for specific purposes (for example, proceeds from special taxes). This policy explains which funds are restricted and why, limits their use to those purposes, and explains how the agency tracks their use to ensure the funds are spent only on permissible expenses.

Expense Policies.⁸ These policies enable decision-makers to manage and monitor how the agency incurs expenses.

- **Financial Reporting.** Financial reports compare actual expense levels (and revenue levels) to those predicted in the agency's budget. This policy specifies the content and frequency (for example, quarterly) of these reports to decision-makers and the public.
- **Debt Financing.** This kind of policy allows an agency to specify when it can use debt for either short- or long-term needs. The policy also establishes what levels of debt and debt service payments are appropriate for the agency. It can also be a tool for complying with ongoing disclosure requirements associated with the agency's debt and monitoring compliance with those requirements.
- **Expense Reimbursement.** Such policies determine the circumstances under which elected officials and staff may be reimbursed for expenses incurred in the course of their service to the agency. This includes setting limits on certain kinds of expense levels (for example, meals and hotel rates) according to community standards. Policies also specify the kind of documentation that must be provided to demonstrate that the expense was incurred in compliance with the policy before an expense will be reimbursed. Agency counsel should review the policy for compliance with AB 1234 and other state laws.⁹

To Access the Institute's resources financial management resources, including the complete version of this booklet, go to <http://www.ca-ilg.org/budgeting-finance>

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The Institute welcomes feedback on resource:

- Email: info@ca-ilg.org Subject: *Financial Management for Elected Officials: Questions to Ask*
- Fax: 916.444.7535
- Mail: 1400 K Street, Suite 205 • Sacramento, CA • 95814

References and Resources

Note: Sections in the California Code are accessible at leginfo.legislature.ca.gov. Fair Political Practices Commission regulations are accessible at www.fppc.ca.gov/index.php?id=52. A source for case law information is www.findlaw.com/cacases/ (requires registration).

- ¹ The California Society of Municipal Finance Official Code of Ethics can be found at: www.csmfo.org/index.cfm?fuseaction=Detail&CID=4&NavID=154 .
- ² The California Municipal Treasurers Association Code of Ethics can be found at: www.cmta.org/?page=4 .
- ³ GFOA Recommendations: Adoption of Financial Policies, with cross references to National Advisory Council on State and Local Budgeting (NACSLB), www.gfoa.org/downloads/budgetAdoptionofFinancialPolicies.pdf.
- ⁴ See GFOA website with long-term financial planning resources: www.gfoa.org/index.php?option=com_content&task=view&id=360&Itemid=186.
- ⁵ GFOA Recommendations: Adoption of Financial Policies, with cross references to National Advisory Council on State and Local Budgeting (NACSLB), www.gfoa.org/downloads/budgetAdoptionofFinancialPolicies.pdf.
- ⁶ GFOA Recommendations: Adoption of Financial Policies, with cross references to National Advisory Council on State and Local Budgeting (NACSLB), www.gfoa.org/downloads/budgetAdoptionofFinancialPolicies.pdf.
- ⁷ See, for example, Cal. Gov't Code § 66016.
- ⁸ GFOA Recommendations: Adoption of Financial Policies, with cross references to National Advisory Council on State and Local Budgeting (NACSLB), www.gfoa.org/downloads/budgetAdoptionofFinancialPolicies.pdf.

- ⁹ See Cal. Gov't Code § 53232.2(b) ("If a local agency reimburses members of a legislative body for actual and necessary expenses incurred in the performance of official duties, then the governing body shall adopt a written policy, in a public meeting, specifying the types of occurrences that qualify a member of the legislative body to receive reimbursement of expenses relating to travel, meals, lodging, and other actual and necessary expenses."). See also www.leginfo.ca.gov/calaw.html for additional information on what such policies must include.

Workers' Compensation Program Invoice



Program Year 2025-26

Coast Life Support District

Post Office Box 1056
Gualala, California 95445

Invoice Date: 06/09/2025
Invoice Number: 78743
Member Number: 5267

Class Code	Classification Description	Reported Payroll	Rate per \$100	Annual Contribution
7332	Ambulance	\$1,337,579	\$7.39	\$98,847.09
8810	Clerical/Office Employees	\$165,727	\$0.60	\$994.36
9410	Non-Manual Labor; including Agency Managers and Recreation Person	\$195,041	\$1.88	\$3,666.77

** Indicates per capita rate class code

Total Estimated Annual Contribution Based on Manual Rates	\$103,508.22
Contribution as Adjusted by the Experience Modification Factor of 90%	\$93,157.40
Less: *4% Credit Incentive Program Discount	-4,140.33
Estimated Annual Adjusted Contribution	\$89,017.07
Less: Longevity Distribution Credit	-5,409.00
Less: 5% Multi-Program Discount	0.00
Net Estimated Annual Contribution	\$83,608.07

Total Contribution Amount Due by July 15 \$83,608.07

Please pay in full by the due date. If not, a late charge of one percent (1%) per month, twelve percent (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment.

Remit Payment to:

Special District Risk Management Authority
P.O. Box 15677, Sacramento, California 95852

For invoice questions contact the SDRMA Finance Department at accounting@sdrma.org or 800.537.7790

**COAST LIFE SUPPORT DISTRICT
RESOLUTION No. 305**

**RESOLUTION OF THE BOARD OF DIRECTORS OF COAST LIFE SUPPORT
DISTRICT, STATE OF CALIFORNIA, ADOPTING THE PROPOSITION 4
APPROPRIATION LIMIT FOR THE FISCAL YEAR 2025-2026**

WHEREAS, each fiscal year a Proposition 4 limit must be established; and

WHEREAS, Proposition 111, Article XIII B, requires the Board of Directors of the Coast Life Support District to choose and adopt a certain method to increase this limit every year; and

WHEREAS, the Coast Life Support District had approved and adopted an Appropriation Limit for Fiscal Year 2024-2025 of \$3,151,642; and

WHEREAS, the Coast Life Support District has chosen the California Per Capita Personal Income and the Sonoma County Population Change Percentage factors in establishing the Proposition 4 limit; and

WHEREAS, the Board of Directors of the Coast Life Support District, now accepts the Sonoma County Treasurer 's calculation for the Appropriation Limit to be \$3,359,640 based on sum of the tax income increase and the annual percentage change for the California Per Capita Personal Income which is 6.44% and the local Sonoma County population change which is 1.0015%.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coast Life Support District hereby adopts a new Appropriation Limit in the amount of \$3,359,640 for the Fiscal Year 2025-2026.

THE FOREGOING RESOLUTION was introduced by Director XXXXX, who moved its adoption, seconded by Director XXXXX, and then adopted by the following vote on the 23rd day of June, 2025.

Directors:	Beaty	Aye	No	Abstain	Absent
	Bower	Aye	No	Abstain	Absent
	Damasco	Aye	No	Abstain	Absent
	Sandoval	Aye	No	Abstain	Absent
	Schwartz	Aye	No	Abstain	Absent
	Tilles	Aye	No	Abstain	Absent
	Tittle	Aye	No	Abstain	Absent

Ayes:	Noes:	Abstain:	Absent:
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WHEREUPON, the President declared the foregoing RESOLUTION adopted and

SO, ORDERED

Naomi Schwartz, Secretary to the Board

"P1" CALCULATION OF APPROPRIATION LIMITS

	24-25	25-26
PER CAPITA INCREASE	1.0362	1.0644
POPULATION CHANGE	0.9973	1.0015
POPULATION FACTOR USED	(COUNTY TOTAL)	(COUNTY TOTAL)

FIRE DISTRICTS:

71301 RANCHO ADOBE	9,078,109 *	9,677,233
71451 GRATON	1,919,808	2,046,509
71551 KENWOOD	868,580	925,903
71601 MONTE RIO	1,304,911	1,391,031
71750 SCHELL-VISTA	2,301,770	2,453,679
71801 GOLD RIDGE	15,501,034	16,524,050
71901 SONOMA COUNTY FIRE DISTR	39,721,909	42,343,420
71951 NORTHERN SONOMA COUNTY	3,660,054 *	3,901,605
72001 TIMBER COVE	326,684	348,244
72051 CLOVERDALE	2,465,035	2,627,719
72751 NORTH SONOMA COAST	3,660,054 *	3,901,605
72901 SONOMA VALLEY FIRE DISTRICT	24,189,030	25,785,424
SUBTOTAL	104,996,978	111,926,422

REC & PARK DISTRICTS:

72151 CAMP MEEKER	369,123	393,484
72251 MONTE RIO	438,977	467,948
72301 RUSSIAN RIVER	759,866	810,015
SUBTOTAL	1,567,966	1,671,447

OTHER DISTRICTS:

72550 OCCIDENTAL CSD	515,415	549,431
72601 CAZADERO CSD	464,728	495,398
72701 COAST LIFE SUPPORT	3,151,642	3,359,640
74501 SONOMA COUNTY TRANSPORTATION AUTHORITY	64,469,254	68,724,006
74807 SONOMA COUNTY LIBRARY	54,310,327 *	57,894,624
76151 FORESTVILLE WTR	236,048	251,626
76901 BODEGA BAY P.U.D.	999,905	1,065,895
77051 NO SO CO HOSPITAL	23,449,571 *	24,997,163
78350 SMART	175,179,546	186,740,800
SUBTOTAL	322,776,436	344,078,583

TOTAL LOCAL BOARDS	429,341,380	457,676,452
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*Figure Adopted by district replaces limit calculated by the Auditor's Office.

Wittman Year to Date Report

May 2025

Net Payments: \$66,658.12 YTD Net Payments: \$841,410.28

May 2024

Net Payments: \$58,996.33 YTD Net Payments: \$801,940.16

	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	ADJUSTMENTS	NEW A/R BALANCE
JUNE '24	\$ 239,837.80	\$ 71,593.02	\$ 51,740.18	\$ 1,579.00	\$ 17,497.10	\$ 97,428.50	\$ 61,157.40	\$ 727.00	\$ 60,430.40	\$ -	\$ 3,699.65	\$ -	\$ 545,691.22
JULY '24	\$ 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
AUGUST '24	\$ 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
SEPTEMBER '24	\$ 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
OCTOBER '24	\$ 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
NOVEMBER '24	\$ 188,242.80	\$ 81,513.61	\$ 30,869.99	\$ 11,622.94	\$ 11,256.77	\$ 52,979.49	\$ 79,896.16	\$ -	\$ 79,896.16	\$ 641.19	\$ 4,565.54	\$ -	\$ 535,796.53
DECEMBER '24	\$ 171,129.40	\$ 68,283.26	\$ 22,841.36	\$ 1,984.90	\$ 5,957.11	\$ 72,062.77	\$ 81,066.79	\$ 300.00	\$ 80,766.79	\$ 13,718.75	\$ 2,250.73	\$ -	\$ 511,123.03
JANUARY '25	\$ 200,029.40	\$ 96,187.46	\$ 49,470.60	\$ 2,144.77	\$ 26,390.55	\$ 25,836.02	\$ 71,799.68	\$ 342.00	\$ 71,457.68	\$ -	\$ -	\$ -	\$ 465,501.37
FEBRUARY '25	\$ 202,346.40	\$ 82,183.95	\$ 53,359.78	\$ 15,700.65	\$ (22,156.60)	\$ 73,258.62	\$ 52,347.89	\$ 6,167.00	\$ 46,180.89	\$ -	\$ -	\$ -	\$ 492,579.10
MARCH '25	\$ 211,303.40	\$ 111,267.01	\$ 29,847.50	\$ 2,945.09	\$ 16,547.73	\$ 50,696.07	\$ 69,103.13	\$ -	\$ 69,103.13	\$ -	\$ 6,386.42	\$ 9.08	\$ 467,794.70
APRIL '25	\$ 80,650.40	\$ 61,365.62	\$ 4,982.32	\$ 10,295.61	\$ (10,896.85)	\$ 14,903.70	\$ 67,781.08	\$ -	\$ 67,781.08	\$ -	\$ -	\$ 1.37	\$ 414,918.69
MAY '25	\$ 249,835.80	\$ 115,778.44	\$ 32,055.56	\$ 2,567.59	\$ 16,869.91	\$ 82,564.30	\$ 67,018.18	\$ 360.06	\$ 66,658.12	\$ -	\$ 250.00	\$ 0.82	\$ 430,575.69
YEAR TO DATE TOTALS	\$ 2,614,402.80	\$ 1,118,990.63	\$ 457,903.60	\$ 76,859.16	\$ 116,227.27	\$ 844,422.14	\$ 853,406.25	\$ 11,995.97	\$ 841,410.28	\$ 39,303.46	\$ 45,610.66	\$ 85.18	
YTD PERCENTAGE OF REVENUE		42.80%	17.51%	2.94%	4.45%	32.30%	32.64%	1.41%	32.18%	1.50%	1.74%	0.01%	
YTD PERCENTAGE OF NET REVENUE									99.64%				
Average Charges per month	\$ 217,866.90												
Average Payments per month	\$ 71,117.19												

Runs by Response Request

Response Type Of Service Requested (eResponse.05)	Number of Runs	Percent of Total Runs
911 Response (Scene)	78	92.86%
Interfacility Transport	6	7.14%
	Total: 84	Total: 100.00%

Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Abdominal Pain/Problems	11	13.10%
Traffic/Transportation Incident	11	13.10%
Falls	9	10.71%
Unknown Problem/Person Down	9	10.71%
Chest Pain (Non-Traumatic)	7	8.33%
Interfacility Transfer	6	7.14%
Medical Alarm	5	5.95%
Unconscious/Fainting/Near-Fainting	5	5.95%
Other	4	4.76%
Sick Person	4	4.76%
Stroke/CVA	3	3.57%
Automated Crash Notification	2	2.38%
Traumatic Injury	2	2.38%
Allergic Reaction/Stings	1	1.19%
Back Pain (Non-Traumatic)	1	1.19%
Headache	1	1.19%
Heart Problems/AICD	1	1.19%
Industrial Accident/Inaccessible Incident/Other Entrapments (Non-Vehicle)	1	1.19%
Standby	1	1.19%
	Total: 84	Total: 100.00%

Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
	24	28.57%
Abdominal Pain / Problems (R10.84)	11	13.10%
Traumatic Injury (T14.90)	9	10.71%
No Apparent Illness/Injury (Adult) (Z00.00)	7	8.33%
Pain (G89.1)	7	8.33%
Dizziness / Vertigo (R42)	5	5.95%
Syncope/Near Syncope (R55)	5	5.95%
Weakness (General) (R53.1)	4	4.76%
Chest Pain - Non-cardiac (R07.89)	3	3.57%
Stroke/CVA (I63.9)	2	2.38%
Allergic Reaction (T78.40)	1	1.19%
Altered Level of Consciousness (R41.82)	1	1.19%
Behavioral / Psychiatric - Disorder/Issue (F99)	1	1.19%
Chest Pain - Suspected Cardiac (I20.9)	1	1.19%
Newborn (Z38.2)	1	1.19%
Obvious Death (R99)	1	1.19%
Sepsis (A41.9)	1	1.19%
	Total: 84	Total: 100.00%

3.5 Runs by Response Disposition

Unit Disposition (3.4=itDisposition.099/3.5=eDisposition.27)	Patient Evaluation/Care (3.4=itDisposition.100/3.5=eDisposition.28)	Crew Disposition (3.4=itDisposition.101/3.5=eDisposition.29)	Transport Disposition (3.4=itDisposition.102/3.5=eDisposition.30)	Reason for Refusal/Release (3.4=itDisposition.103/3.5=eDisposition.31)	Number of Runs	Percent of Total Runs
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Unit Disposition (3.4=itDisposition.099/3.5=eDisposition.27)	Patient Evaluation/Care (3.4=itDisposition.100/3.5=eDisposition.28)	Crew Disposition (3.4=itDisposition.101/3.5=eDisposition.29)	Transport Disposition (3.4=itDisposition.102/3.5=eDisposition.30)	Reason for Refusal/Release (3.4=itDisposition.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)		33	39.29%
Patient Contact Made	Patient Evaluated and Refused Care (AMA)	Available, Care Refused (AMA/RAS)	Patient Refused Transport	Against Medical Advice	20	23.81%
Cancelled Prior to Arrival at Scene	Not Applicable	Available, No Care Required	No Transport		15	17.86%
Cancelled on Scene	Not Applicable	Available, No Care Required	No Transport		7	8.33%
Patient Contact Made	Patient Evaluated, Released at Scene (RAS)	Available, Care Refused (AMA/RAS)	Patient Refused Transport	Released Following Protocol Guidelines	5	5.95%
Cancelled on Scene		Available, No Care Required			1	1.19%
Cancelled Prior to Arrival at Scene					1	1.19%
Patient Contact Made	Patient Evaluated, Released at Scene (RAS)	Available, Care Refused (AMA/RAS)	Patient/Guardian Indicates Ambulance Transport is Not Necessary		1	1.19%
Patient Contact Made	Patient Support Services Provided	Incident Support Services Provided (Including Standby)			1	1.19%
					Total: 84	Total: 100.00%

3.5 Transported by Destination Report

Disposition Destination Name Delivered Transferred To (eDisposition.01)	Number of Runs	Percent of Total Runs
	51	60.71%
Santa Rosa Memorial Hospital, Montgomery	9	10.71%
Landing Zone	7	8.33%
Sutter Santa Rosa Regional Hospital	7	8.33%
Adventist Health Mendocino Coast	6	7.14%
Redwood Coast Medical Services Inc	2	2.38%
Adventist Health Ukiah Valley	1	1.19%
Private Residence	1	1.19%
	Total: 84	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		
Thursday	1	1.19%
Friday	1	1.19%
Saturday	1	1.19%
	Total: 3	Total: 3.57%
	Avg: 1.00	
Incident Three Hour Range Of Day 24: 03:00:00 - 05:59:59		
Sunday	1	1.19%
	Total: 1	Total: 1.19%
	Avg: 1.00	
Incident Three Hour Range Of Day 24: 06:00:00 - 08:59:59		
Sunday	1	1.19%
Monday	1	1.19%
Tuesday	2	2.38%
Friday	2	2.38%
	Total: 6	Total: 7.14%
	Avg: 1.50	
Incident Three Hour Range Of Day 24: 09:00:00 - 11:59:59		
Sunday	1	1.19%
Monday	5	5.95%
Tuesday	1	1.19%
Wednesday	5	5.95%
Friday	4	4.76%
Saturday	9	10.71%
	Total: 25	Total: 29.76%

Incident Day Name	Number of Runs	Percent of Total Runs
		Avg: 4.17
Incident Three Hour Range Of Day 24: 12:00:00 - 14:59:59		
Monday	2	2.38%
Tuesday	3	3.57%
Wednesday	1	1.19%
Thursday	2	2.38%
Saturday	1	1.19%
		Total: 9
		Avg: 1.80
Incident Three Hour Range Of Day 24: 15:00:00 - 17:59:59		
Sunday	1	1.19%
Monday	4	4.76%
Tuesday	1	1.19%
Wednesday	3	3.57%
Thursday	5	5.95%
Friday	3	3.57%
Saturday	2	2.38%
		Total: 19
		Avg: 2.71
Incident Three Hour Range Of Day 24: 18:00:00 - 20:59:59		
Sunday	2	2.38%
Wednesday	2	2.38%
Thursday	1	1.19%
Friday	2	2.38%
Saturday	2	2.38%
		Total: 9
		Avg: 1.80
Incident Three Hour Range Of Day 24: 21:00:00 - 23:59:59		
Sunday	2	2.38%
Wednesday	4	4.76%
Friday	5	5.95%
Saturday	1	1.19%
		Total: 12
		Avg: 3.00
		Total: 84
		Avg: 2.40
		Total: 100.00%

Report Criteria

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

Incident Date: Is Between 5/1/2025 and 5/31/2025