

**County Service Area 17 (CSA-17) – 2013 Meeting Minutes**

CSA-17 Budget Subcommittee Meeting Minutes – January 14, 2013

CSA-17 Advisory Committee Meeting Minutes – February 5, 2013

CSA-17 Advisory Committee Meeting Minutes – May 7, 2013

CSA-17 Advisory Committee Meeting Minutes – August 6, 2013

CSA-17 Advisory Committee Meeting Minutes - November 5, 2013



# County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES  
HEALTH SERVICES COMPLEX

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Epidemiology & Immunization Services  
Emergency & Disaster Medical Services  
HIV, STD and Hepatitis  
Maternal, Child and Family Health Services  
Public Health Laboratory  
PH Nursing  
Border Health  
TB Control & Refugee Health  
Vital Records

CSA-17 Budget Subcommittee  
c/o Emergency Medical Services  
6255 Mission Gorge Road  
San Diego, CA 92120  
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## CSA-17 BUDGET SUBCOMMITTEE MEETING

### Minutes

Monday, January 14, 2013

#### Members Present

Cerny, Barb – Torrey Pines Community Planning Group  
Muir, Mark – City of Encinitas  
Zovanyi, Peter – Citizen at Large

#### Agency Representative

Davidson, Bret – Rancho Santa Fe Fire Protection District

#### County Staff

Cavanaugh, Adria  
Metz, Marcy  
Wolchko, Janet  
Yaghmaee, Saman

### I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

The meeting was called to order by Barb Cerny, Chairperson, at 2:08 pm.

### II. PUBLIC COMMENTS/PETITIONS

There were no requests for public comments or petitions submitted.

### III. FINANCIAL REPORT (Year-to-date)

#### A. Revenue

Transport of Residents	\$ 743,980
Transport of Non-residents	186,579
Benefit Fee	404,537

Property Taxes	427,116
Interest & Miscellaneous	<u>3,737</u>
Total	\$1,765,949

Revenue is higher by \$428,401 compared to the same period last year at \$1,337,548.

B. Expenditures \$1,188,340

Expenditures are slightly higher by \$77,914 compared to this period last year at \$1,110,426 due to an increase in operational costs.

C. Reserve

It is recommended to have 120 day of cash on hand in the reserve for cash flow and expenses. This is one-third of the total expenses.

Over the past five (5) fiscal years the true reserve had diminished substantially. The budget has almost doubled in size since then not only because of an increase in revenue from billing residents, but CSA-17 is now collecting non-resident revenue directly as negotiated with the ambulance contractor in FY 2011/12.

**IV. BUDGET APPROPRIATION FOR FY 2013/14 (July 1, 2013 to June 30, 2014)**

A. Revenue

1. Property tax revenue over the past five (5) years has been within the range of \$987,000 to \$1,012,000. The projected amount used for the FY 2013/14 Budget Build will be \$997,000, which is the average of that range.
2. The benefit fee ordinance that established the special benefit tax included an annual adjustment to the tax based on the increase in the consumer price index (CPI). Historically the CPI has increased within 2% to 3% over the past five (5) years. Since the CPI has not been released for next year, the same benefit fee amount of \$1,367,330 collected in FY 2011/12 will be used for the budget build in FY 2013/14.
3. Revenue from transports of residents and non-residents is projected at approximately \$2 million in FY 2012/13. This includes revenues for services provided in FY 2011/12, such as Medi-Cal/Medi-care services that were not received until FY 2012/13. Future revenue for transports is preliminarily projected to be approximately \$1.7 million dollars annually.

B. Expenditures

1. The ambulance transport service contract with San Diego Medical Services (SDMS) increased by \$658,001 to compensate the contractor for loss of revenue from the transport of non-residents. The contract is ending December 31, 2013, which includes the six (6) month extension. The expenditure account is budgeted slightly higher than anticipated to ensure adequate budget appropriations and allow for changes prorated from the last fiscal year.

2. First Responder contracts with Solana Beach, City of Del Mar, and City of Encinitas are expected to remain the same at \$25,294, \$19,372 and \$88,448 respectively. The contract with Rancho Santa Fe Fire Protection District is appropriated at \$224,638 to add in the cost of fuel and vehicle maintenance, and a salary increase for the EMS Coordinator position. The fuel costs were previously compensated by SDMS and were not considered when the position transferred to Rancho Santa Fe.

Bret Davidson explained the increase for the CSA-17 EMS Coordinator position, including the increase in salary, benefits, and vehicle maintenance and fuel costs. Discussion ensued regarding the original agreement of responsibility, liability, benefit package, comparison and competitive wage, and if the position should be a private or public position.

After discussion it was recommended to:

- Add the increased adjusted amount to Rancho Santa Fe Fire Protection District expenditures for the EMS Coordinator position as a placeholder to the proposed budget for FY 2013/14.
- Discuss a policy and process for salary adjustment of the position periodically; for example, every two (2) to three (3) years.

3. Mutual Aid

The mutual aid proposed budget will remain at the same level. CSA received an invoice for mutual aid transports from the City of Carlsbad in the amount of \$8,873 covering the timeframe from 2008-2011. This is the only time mutual aid funding has been utilized for CSA-17.

C. Budget Build

1. The Budget Subcommittee recommended to accept the Budget Build with the addition of the Rancho Santa Fe adjustment for the EMS Coordinator position and associated administrative costs as a place holder.

There was an inquiry and discussion regarding agency fiscal audits for EMS funds and accountability. Contracts state that EMS funds should be earmarked for EMS services and not placed in agency General Fund accounts. Contract funds are given to the CSA-17 agencies for EMS related items and cost and maintenance for defibrillators.

The CSA-17 Budget Subcommittee recommended moving forward with the proposed FY2013/14 budget and to present it to the CSA-17 Advisory Committee on February 5, 2013 for approval.

2. Additional items to be added for discussion to the CSA-17 Advisory Committee agenda for February 5, 2013.

- Policy for EMS Coordinator compensation salary adjustment and range of salary.
- Methodology to determine the amount of reserve that is actually needed.
- Election of CSA-17 Chair and Vice-Chair.
- Recommendation and nomination of citizen at large representative, Seat 7.

**V. ADJOURNMENT**

Meeting was adjourned at 3:30 pm.

Submitted by,

Janet I. Wolchko, Administrative Secretary III  
County of San Diego, Emergency Medical Services



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Barbara Cerny, Chair/  
c/o Emergency Medical Services  
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(619) 285-6429 Fax: (619) 285-6531

## CSA-17 ADVISORY COMMITTEE MEETING

### Minutes

Tuesday, February 5, 2013

#### Members Present

Cerny, Barbara – Torrey Pines Comm. Planning Group  
Hickerson, Tom – Rancho Santa Fe Fire  
Muir, Mark – City of Encinitas  
Parks, Sherryl – City of Del Mar  
Tanner, John – Rancho Santa Fe Fire (Alt)  
Zovanyi, Peter – Member-at-Large

#### County Staff Present

Haynes, M.D., Bruce  
Metz, R.N., Marcy  
Pate, R.N., Rebecca  
Yaghmaee, Saman

#### Agency Representatives Present

Gilligan, Matt – Rural Metro  
Henry, Scott – Encinitas Fire  
Johnson, Wayne – Rural Metro  
Michel, Tony – Rancho Santa Fe Fire  
Murphy, Mary – CSA-17 Fire Departments  
Olejnik, Lorelee – Rural Metro  
Ward, Darrin – Encinitas Fire Dept

#### Guests

Marquardt, Larry  
Zahn, Peter – City of Solana Beach

#### Recorder

Wolchko, Janet I.

### I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Barbara Cerny, Chair called the meeting to order at 4:05 p.m.  
Attendees introduced themselves.

### II. APPROVAL OF MINUTES

A motion was made by Peter Zovanyi, seconded by John Tanner to approve the  
CSA-17 Advisory Committee minutes from November 6, 2012. Motion carried.

**A motion was made by Peter Zovanyi, seconded by Mark Muir to approve the CSA-17 Budget Subcommittee minutes from January 14, 2013. Motion carried.**

### **III. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

### **IV. ELECTION OF CHAIR AND VICE-CHAIR**

Elections for the CSA-17 Advisory Committee Chair and Vice-Chair positions were conducted.

**A motion was made by Peter Zovanyi to nominate Mark Muir for CSA-17 Advisory Committee Chair, seconded by John Tanner. Motion carried.**

**A motion was made by Peter Zovanyi to nominate Sherryl Parks for CSA-17 Advisory Committee Vice-Chair, seconded by mark Muir. Motion carried.**

Mark Muir, 2013 CSA-17 Advisory Chair and/or Sherryl Parks 2013 CS-17 Advisory Committee Vice-Chair will preside over the 2013 CSA-17 Advisory Committee meetings.

### **V. NOMINATION OF CITIZEN AT LARGE REPRESENTATIVE**

According to the CSA-17 bylaws, members-at-large are selected by the five member representatives from the community organizations listed in the CSA-17 bylaws. The CSA-17 Advisory Committee members presented nominations for member-at-large, Seat 7.

**A motion was made by Peter Zovanyi to re-nominate John Tanner for member-at-large, Seat 7, seconded by Mark Muir. Motion carried.**

The nomination will be forwarded along with an application to be completed by Mr. Tanner to the San Diego County Clerk of the Board office.

### **VI. MANAGEMENT TEAM REPORT**

#### **A. Budget and Finance Report - Saman Yaghmaee**

Saman Yaghmaee reported on the proposed budget appropriations for July 1, 2013 to June 30, 2014. The following budget reports were reviewed by the Budget Subcommittee on January 14, 2013 to forward to the CSA-17 Advisory Committee for approval.

#### **1. Budget Appropriation for FY 2013/14**

##### **Revenue**

Property tax

\$ 997,386

(Projected amount averaged over the past 5 years)

Benefit fee	\$ 1,367,330
(Projected amount based on actual FY 2011/12)	
Ambulance Transport resident and non-resident	\$ 1,737,690
(Includes some services from FY 2011/12 that were not paid until FY 2012/13)	

Expenditures

Ambulance Transport Contract	\$ 3,101,568
Rancho Santa Fe Fire Protection District	\$ 224,638
City of Encinitas	\$ 88,448
City of Del Mar	\$ 19,372
City of Solana Beach	\$ 25,294
Wittman Enterprises, LLC (based on 5% collection)	\$ 125,000
County Admin Services	\$ 125,000
North County Dispatch Services	\$ 15,000
Mutual Aid	\$ 20,000

The contract with Rancho Santa Fe Fire Protection District increased from \$172,284 to \$224,638 to add cost of fuel and vehicle maintenance, and compensation for the EMS Coordinator position. Mutual aid expenditures were adjusted from \$46,000 to \$20,000 for budget balance due to the EMS Coordinator position increase in the Rancho Santa Fe Fire Protection District expenditures.

2. Year to date Financial Report for FY 2012/13

Revenue

Transports of residents	\$ 743,980
Transport of non-residents	186,579
Benefit Fee	404,537
Property Taxes	427,116
Interest and Miscellaneous	<u>3,737</u>
Total	\$1,765,949

Revenue is higher by \$428,401 compared to \$1,337,548 in FY 2011/12.

<u>Expenditures</u>	\$1,188,340
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Expenditures are slightly higher by \$77,914 compared to this period last year at \$1,110,426 due to an increase in operational costs.

3. CSA-17 Budget Subcommittee

Mark Muir, Peter Zovanyi and Barb Cerny of the CSA-17 Budget Subcommittee met on January 14, 2013.

EMS Coordinator Compensation Policy

A process and procedure policy for the CSA-17 EMS Coordinator position was discussed at the Budget Subcommittee. Additional funds were added to the Rancho Santa Fe Fire Protection district expenditure as a place holder.

The CSA-17 EMS Coordinator position was moved from SDMSE to Rancho Santa Fe Fire Protection District as agreed by CSA-17 in FY 2011/12. Rancho Santa Fe Fire Protection District has offered a 3% increase to the position along with their station staff increase. The difference between \$119,000 and \$155,000 compensation for the EMS Coordinator position is the added retirement and benefit package that the position does not currently have.

It was recommended to have a subcommittee review and discuss a comprehensive policy for the CSA-17 EMS Coordinator position. The estimate of \$155,000 includes salary, health benefits and retirement. It was requested to have the CSA-17 Rancho Santa Fe Fire Protection District representative present as the Rancho Santa Fe Fire Board has to vote on any resolution for that position.

**A motion was made by Mark Muir, seconded by Peter Zovanyi to convene a subcommittee to discuss a policy for the EMS Coordinator position and report back to the Advisory Committee. Motion carried.**

Members of the subcommittee will include Barbara Cerny, Tom Hickerson and Peter Zovanyi.

**Action Item: Chief Michel will provide an outline for the subcommittee and set a time to meet with the Fire Chiefs.**

#### Budget Proposal

The Advisory Committee discussed collections estimated in the budget build. Revenue generated in FY2011/12 and FY 2013/14 is a projected amount due to lump sum revenue received from Medicare and Medi-cal and reimbursement delays that can be received nine (9) months later. Revenue for this fiscal year will be approximately \$2 million which includes some revenue from FY 2011/12.

It was asked what the effect would be if one of the Cities/Agencies wanted to remove themselves from CSA-17, and how would that affect the RFP process. Changes to the geographical boundaries of the exclusive operating area would be a timely process. The County is the administrator of the service area and has to review any changes in the delivery of service to the residents of the area. The current service contract is expiring. To ensure continuation of services to the CSA-17 area, it is recommended to continue with the RFP process and have a contract in place.

**A motion was made by Barb Cerny, seconded by Peter Zovanyi to accept the budget proposal for FY 2013/14. Motion carried.**

#### CSA-17 Account Reserve Policy

A policy regarding the CSA-17 reserve was discussed at the CSA-17 Budget Subcommittee meeting on January 14, 2012. The budget has almost doubled in size, and it is recommended to have 120 days for cash flow in the reserve account. Expenditures are paid on a monthly basis and some revenue is not received until

January/December, which leaves a six (6) month delay if there are not adequate funds in the reserve to cover those expenditures.

**A motion was made by Peter Zovanyi to target the CSA-17 reserve at the minimum of 50% of the total operational budget, seconded by John Tanner. Motion carried.**

B. Administrative Report - Marcy Metz

1. Ms. Metz thanked the CSA-17 Budget Subcommittee for meeting and discussing the proposed FY 2013/14 budget.
2. The Sexual Assault Response Team (SART) program has been with the County over 20 years. The committee is a multiple disciplinary collaborative effort to ensure that any victim of sexual assault receives compassionate care. SART held their annual Recognition Awards event in January at the Acapulco restaurant in Old Town. Recognition and awards were given to six (6) people from various organizations including the District Attorney's Office, Sheriff Department and Centers for Community Services.
3. The County will not be participating in the 2013 Golden Guardian exercise that is centered in Northern California. There will be a local Medical Health Exercise conducted with the County health partners on May 30, 2013. The EMS Departmental Operation Center (DOC) will be fully activated for that drill. The planning committee will be meeting in the next two weeks to develop the scenario. More details and information will be available later.
4. The EMS Administrators' Association of California (EMSAAC) Annual Conference is on May 29-30, 2013 at the Hilton San Diego Resort. Information is posted on the EMSAAC website.
5. The Countywide "Sidewalk CPR" event last year in June trained over 3,000 bystanders in hands only CPR. A second annual event will be held in June of this year during CPR week.
6. EMS Commission meets in March, in Los Angeles. Regulations for EMS for Children (EMSC), STEMI and Stroke have been out for public comment.

C. Medical Director's Report - Dr. Bruce Haynes

1. According to the last two (2) weekly reports, the number of flu cases has gone up. There have been 19 deaths related to the flu, most of those had preexisting medical conditions.
2. Every other year the treatment protocol and guidelines utilized by EMT's and paramedics in the field are reviewed. After review the guidelines will take effect July 1, 2013.

3. UCSD Hillcrest Medical Center and Scripps La Jolla have been designated as comprehensive stroke centers by the Joint Commission. There is a network of 16 hospitals that are stroke centers in the County. Comprehensive stroke centers are a new level of designation by the Joint Commission. Specialists are available for evaluation and treatment of patients and can give intravenous medications and perform invasive procedures.

D. Paramedic Provider Report - Matt Gilligan

1. Rural Metro and County EMS have agreed to a six month extension of their contract, extended to December 31, 2013.
2. Exemption reports were handed to the members of CSA-17 Advisory Committee. The reports are annual, monthly, and quarterly as identified with the date parameters in the reports. Annual reports are by calendar year.
3. Transports were 7% higher than the past few years. There are a total of 4,408 transports in 2012 compared to 4,100 in 2011.
4. The annual Mutual Aid report showed a significant increase in ambulance transfers to the City of San Diego. City of San Diego is also running a higher call volume by 8 to 9%. The number of mutual aid transfers is 10 to 1, CSA-17 running about 10 calls in City of San Diego to City of San Diego running one (1) call into the CSA-17 area.
5. One of the ambulances has been moved from Station one in Encinitas to Encinitas Station two. The positioning will be monitored for 30 days to determine where the calls are and how it affects the other units to cover Encinitas. There will be continuous evaluation in relation to stations via First Watch reports.
6. Continued Education:
  - In October, Mary Murphy conducted an infectious disease class.
  - In November, representatives from the Psychiatric Emergency Response Team (PERT) team discussed their role and when to utilize their services. The PERT team works in conjunction with Law Enforcement.
  - There was skill testing for fire fighter's certification.

E. Operations Report

1. Community Outreach - Lorelee Olejnik
  - Demonstrations on defibrillators were given at the Solana Beach schools.
  - An ambulance and crew will be at the Del Mar Tech Fair next week which is put on by the San Diego Alliance for Science, to talk about the technology that they use.
  - There will be a free community CPR class given on February 21, 2013 at the Forest Ranch town center.

- The San Diego Project Heartbeat Program for AED's and defibrillators has had a few recent saves. One save mentioned was before December at Carlsbad Elementary School, an 11 year old student collapsed, and was given CPR. That was the youngest save for San Diego Project Heartbeat. The AED at that school was placed by a retired fire fighter paramedic who lost his daughter to cardiac arrest. February 4, 2013, there was also an AED save in Oceanside. Oceanside police department has placed AED's on their vehicles.
- Torrey Pines High School will be hosting a cardiac screening event for high school students and athletes on February 10, 2013.
- Rural Metro had a few articles in the current edition of the Journal of Medical Services (JEMS) on programs they have in San Diego. One of the programs is the Resource Access Program (RAP) that helps direct homeless people and people who incorrectly use 911 to the appropriate resources. There was also an article in JEMS on the electronic patient documentation.

2. Chief Ward mentioned there will be "Active Shooter" training next month.

## **VII. NEW BUSINESS**

Mark Muir thanked Barb Cerny for her active service as Chair to the CSA-17 Advisory Committee in the past year and engaging the Advisory Committee members and subcommittees with issues.

## **VIII. SET NEXT MEETING/ADJOURNMENT**

The next CSA-17 Advisory Board meeting is scheduled for Tuesday, May 7, 2013 at 4:00 p.m.

The meeting was adjourned at 5:16 p.m.

Submitted by

Janet I. Wolchko, Administrative Secretary  
County of San Diego Emergency Medical Services



# County of San Diego

## HEALTH AND HUMAN SERVICES AGENCY

NICK MACCHIONE, FACHE  
DIRECTOR

WILMA J. WOOTEN, M.D., M.P.H.  
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### CSA-17 ADVISORY COMMITTEE MEETING

#### Minutes

Tuesday, May 7, 2013

#### Members Present

Cerny, Barbara – Torrey Pines Comm. Planning Group  
Corte, Al – City of Del Mar (Alt)  
Hickerson, Tom – Rancho Santa Fe Fire  
Kranz, Tony – City of Encinitas (Alt)  
Muir, Mark – City of Encinitas  
Tanner, John – Rancho Santa Fe Fire (Alt)  
Zahn, Peter – City of Solana Beach  
Zovanyi, Peter – Member-at-Large

#### County Staff Present

Cavanaugh, Adria  
Haynes, M.D., Bruce  
Metz, R.N., Marcy  
Yaghmaee, Saman

#### Agency Representatives Present

Bavdion, Maddie - AMR  
Gilligan, Matt – Rural Metro  
Henry, Scott – Encinitas Fire  
Michel, Tony – Rancho Santa Fe Fire  
Murphy, Mary – CSA-17 Fire Departments  
Rice, Mike - AMR  
Russo, Joe – Rural Metro  
Twohy, Frank – Elfin Forest Fire  
Ward, Darrin – Encinitas Fire Dept

#### Guests

Serra, M.D., John – Rural Metro  
Marquardt, Larry

#### Recorder

Wolchko, Janet I.

### I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Mark Muir, Chair called the meeting to order at 4:04 p.m.  
New members in attendance were introduced:

- Peter Zahn, representative from the City of Solana Beach
- Al Corte, alternate representative from City of Del Mar.

**II. APPROVAL OF MINUTES**

A motion was made by Peter Zovanyi, seconded by Barb Cerny to approve the CSA-17 Advisory Committee minutes from February 5, 2013. Motion carried.

**III. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

**IV. MANAGEMENT TEAM REPORT**

A. Budget and Finance Report

Saman Yaghmaee has been promoted to Assistant Deputy Director, Public Health Services. Adria Cavanaugh will be reporting the Budget and Financial Report.

1. **Budget Update, July 1, 2012 to April 30, 2013**

Revenue

Ambulance Transports		
Residents	\$ 1,213,564	
Non-Resident	<u>305,040</u>	
Ambulance Transport Total Year-to-date		\$1,518,604
Benefit fee		\$1,018,493
Property Tax		\$ 886,238
Interest and Miscellaneous		<u>\$ 10,103</u>
<u>Total Revenue year-to-date</u>		\$3,433,438

Expenditures Year-to-date \$2,085,536

Total revenue is higher by \$1,141,154 as compared to the same time last year. The increase is due to the new billing revenue from residents and non-residents. Benefit fee revenue was \$100,000 higher than this time last year possibly due to the benefit fee increase that occurred in FY 2012/13.

Year-to-date expenditures are higher by \$388,314 than this time last year. This is primarily due to the amendment to the San Diego Medical Services (SDMS) contract in December 2011 to compensate for non-resident revenue previously retained by the contractor that is now being billed by Wittman Enterprises, LLC.

2. **Contract Update**

The County is processing a contract amendment with SDMS to officially change the contractor name to Rural Metro of San Diego, and to extend the contract by changing the contract end date from June 30, 2013 to December 31, 2013.

The CSA-17 Paramedic Ambulance Services Request for Proposals (RFP) is in the final stages of the review process. The State EMS Authority reviews all RFPs before they are publicly posted.

**3. EMS Coordinator Compensation Policy – Peter Zovanyi**

a. Workgroup report:

- Chief Michel provided a survey of EMS Coordinator positions in the region and how they are compensated.
- The policy decision was to keep the position independent of the provider as there were some concerns regarding a conflict of interest.
- It was recommended to provide a full compensation package for the CSA-17 EMS Coordinator. The current contract allotment for the position is \$119,500 annually. An estimate of health compensation per month for full health benefits was approximately \$1,700.
- The Operational Chiefs will review the compensation budget annually in January and present it to the CSA-17 Advisory Committee prior to County Budget Build.

b. Opinion:

The contract for the EMS Coordinator position is one year old. There were no health benefits in the allotted amount of \$119,500 for the position. The County contracted with Rancho Santa Fe FPD for the position and it was agreed that Rancho Santa Fe FPD would cover costs not covered in the contract. It was questioned whether CSA-17 funds should be spent to increase the original allotted amount, and that the cost of the position would be less if the position was a non public employee.

c. CSA-17 clarification of the recommendation for the EMS Coordinator Position:

Representatives of Encinitas Fire, Solana Beach, Del Mar and Rancho Santa Fe suggested that health coverage for the position would be single healthcare rate coverage at \$618.32 monthly, adding 6% in 2013, increasing the position allotment to approximately \$130,000 annually.

d. Direction:

- The EMS Coordinator position contract will be reviewed annually during the County Budget Build review.
- The EMS Coordinator position would remain independent of the contractor with full compensation to include healthcare. The position contract will add \$618.32 monthly for single health care insurance rate, \$7,420 annually. Total wage and compensation would be \$127,000-\$128,000 annually.
- Peter Zahn recommended an amendment cap at 6% with a review to the CSA-17 Advisory Board each year in January.

**Motion made by Peter Zovanyi, seconded by Peter Zahn to recommend the single health benefit coverage for the EMS Coordinator position**

**amended with a cap at 6% and to review the contract annually. Four members voted aye: Peter Zovanyi, Peter Zahn, Mark Muir and Tom Hickerson; two members voted no: Barbara Cerny and Al Corte. Motion carried.**

B. Administrative Report - Marcy Metz

Ms. Metz introduced County EMS representatives to the new members of the CSA-17 Advisory Committee.

1. Rebecca Pate, EMS Coordinator who was the EMS contact representative to CSA-17 is now working at Palomar Hospital. Her last day with the County was April 22, 2013. Recruitment for her position with the County is open. Susan Smith will be the EMS contact until the position is filled.
2. Congratulations to Saman Yaghmaee for his promotion to Assistant Deputy Director of Public Health Services. Adria Cavanaugh will be presenting the Budget and Financial Reports.
3. The RFP will be posted for ambulance transportation services for CSA-17 when notification is received from the State. The RFP is competitively procured at regular intervals not to exceed 10 years.
4. Events:
  - *Sidewalk CPR Day*. Last year over 3,000 participants were trained in hands only CPR. This year's *Sidewalk CPR Day* is scheduled for Tuesday, June 4, 2013. Last year over 50 locations participated and over 3,000 individuals were trained. Sue Dickinson is the EMS contact person for *Sidewalk CPR Day*. The number of individuals trained on June 4<sup>th</sup> will be counted and sent to Los Angeles County by June 5<sup>th</sup> to determine the total number of individuals trained in Southern California.
  - *Strike out Stroke Day* at the Padres. The Stroke Consortium, the American Heart Association and the County are coordinating the *Strike out Stroke Day with the Padres* event at PETCO Park on June 22, 2013. Padres will be playing the Dodgers. This will be an opportunity to educate the public about the signs and symptoms of a stroke and calling 911. Hospitals and centers that are designated stroke centers will have stations set up for blood pressure checks. Stroke survivors will be introduced on the field prior to the game. A discount code for tickets will be posted on the EMS website.
  - *Emergency Preparedness*. The San Diego local Medical Health Exercise will be conducted on May 30, 2013, 9:00 am to 2:00 pm. The scenario will be a structural collapse. Hospitals will tailor the scenario specific to their facility. Prehospital agencies are not participating in this exercise. The EMS Departmental Operations Center/Medical Operations Center which is the response branch of Public Health for the County will be fully activated coordinating hospital resources and communication during the event.
  - *Statewide Exercise*. The County will not be participating in the Golden Guardian exercise this year.

5. The State EMS Authority (EMSA) released a set of core measures to describe coordination effectiveness throughout the state using regional/local information. It was developed as part of a grant provided by EMSA through the California Healthcare Foundation. Counties are asked to submit additional data for 2010/2011 which will give a view of the EMS System in California.
  - There are 28 total measures, most of those are currently collected; however, there are some measures the state requires that EMS does not collect.
  - Additional 10 data requirements are being requested from agencies.
  - Submission deadline is May 31, 2013.

C. Medical Director's Report - Dr. Bruce Haynes

1. Paramedic and EMT protocol guidelines for treatment in the field are reviewed every two (2) years. The guidelines will take effect July 1, 2013.
2. In China, 130 people have been diagnosed with a new strain of flu, 26 of those have died. There is no evidence of human-to-human transmission of the virus. Taiwan has had one (1) case. The Centers for Disease Control (CDC) is following the situation closely and checking entry areas into the country for people who have influenza like illness and are traveling to and from China.

D. Paramedic Provider Report - Matt Gilligan

Matt Gilligan who is the Operations Manager for Rural Metro and Contract Manager for the CSA-17 contract introduced John Serra, M.D., UCSD physician and Rural Metro Medical Director.

1. An ambulance was moved from Encinitas Station 1, Moonlight Beach, to the new Station 2 off of Birmingham and I5. They will be checking any impacts in the Del Mar and Del Mar Heights area in the next few months as hotel occupancy increases from June 15 to September 16.
2. CE training:
  - January – review of patient assessments
  - February – CE credits for the “active shooter” drill
  - March - fire rehab policies and procedures. Ambulance crews assess fire fighter's conditions upon completing a mission.

E. Operations Report

1. Community Outreach
  - Ambulance demonstrations for Boys and Girls Scouts
  - Easter egg hut
  - Teen expos at High Schools
  - Station 2 grand opening
  - Del Mar High Tech Fair
  - Blood pressure clinics in Rancho Santa Fe senior center and Encinitas senior center

2. In January there were a record number of transports. CSA-17 has the capacity for mutual aid into San Diego. In mid January the number of transports slowed, which could be due to the slowing of the flu season.
3. Matt Gilligan recognized Saman Yaghmaee for the great job he has done for CSA-17.

## V. NEW BUSINESS

### A. Committee Liaison with the Operations Chiefs

1. Mark Muir, Chair, recommended Barb Cerny to act as CSA-17 Board Member liaison and chair to the Operation Chiefs meeting.
2. CSA-17 bylaws, Section IV, describing the Operations Subcommittee was read for clarification regarding the Chairperson appointed by the Advisory Committee, composition of the members and scope and purpose of the subcommittee.
3. It was requested that an orientation package be sent to the new CSA-17 Advisory Committee members and that the bylaws be sent to the CSA-17 Advisory Committee members.

**A motion was made by Mark Muir to appoint Barb Cerny to be the CSA-17 Board Member liaison to the Operations Subcommittee, seconded by Peter Zovanyi. Motion carried.**

4. Mr. Muir thanked the adhoc committee for working on the EMS Coordinator compensation policy.
- B. A letter from the CSA-17 Advisory Board will be drafted for the members to sign and send to Saman Yaghmaee to thank him for providing the budget and financial reports for CSA-17. Mr. Yaghmaee was also congratulated for his promotion to Assistant Deputy Director of Public Health Services.
- C. It was requested that the CSA-17 agenda and financial report for the upcoming meeting should be forwarded to the committee one week prior to the meeting if possible.

## VI. SET NEXT MEETING/ADJOURNMENT

The meeting was adjourned at 5:07 p.m.

The next CSA-17 Advisory Board meeting is scheduled for Tuesday, August 6, 2013 at 4:00 p.m.

Submitted by

Janet I. Wolchko, Administrative Secretary

County of San Diego Emergency Medical Services



**County of San Diego**  
HEALTH AND HUMAN SERVICES AGENCY

NICK MACCHIONE, FACHE  
DIRECTOR

WILMA J. WOOTEN, M.D., M.P.H.  
PUBLIC HEALTH OFFICER

PUBLIC HEALTH SERVICES  
HEALTH SERVICES COMPLEX  
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Border Health  
California Children Services  
Community Epidemiology  
Emergency & Disaster Medical Services  
HIV, STD and Hepatitis  
Immunization  
MAA/TCM Program  
Maternal, Child and Family Health Services  
Public Health Laboratory  
Public Health Nursing  
Tuberculosis Control & Refugee Health  
Vital Records

CSA-17 Advisory Committee  
Mark Muir, Chair/Sherryl Parks, V-Chair  
c/o Emergency Medical Services  
6255 Mission Gorge Road  
San Diego, CA 92120  
(619) 285-6429 Fax: (619) 285-6531

**CSA-17 ADVISORY COMMITTEE MEETING**  
**Minutes**  
**Tuesday, August 6, 2013**

**Members Present**

Muir, Mark – City of Encinitas  
Parks, Sherryl – City of Del Mar  
Tanner, John – Member-at-Large  
Zahn, Peter – City of Solana Beach  
Zovanyi, Peter – Member-at-Large

**County Staff Present**

Cavanaugh, Adria  
Haynes, M.D., Bruce  
Smith, R.N., Susan

**Recorder**

Wolchko, Janet I.

**Agency Representatives Present**

Bavdoin, Maddie - AMR  
Davidson, Brett – Rancho Santa Fe Fire  
Davis, Mike – Encinitas Fire  
Gibbs, Mike – Rancho Santa Fe Fire  
Gilligan, Matt – Rural Metro  
Johnson, Wayne – Rural Metro  
Murphy, Mary – CSA-17 Fire Departments  
Olejnik, Lorelee – Rural Metro  
Rice, Mike – American Medical Response  
Russo, Joe – Rural Metro  
Serra, M.D., John – Rural Metro  
Twohy, Frank – Elfin Forest Fire  
Ward, Darrin – Encinitas Fire Dept

**I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

Mark Muir, Chair called the meeting to order at 4:07 p.m.

**II. APPROVAL OF MINUTES**

A motion was made by Peter Zovanyi, seconded by John Tanner to approve the CSA-17 Advisory Committee minutes from May 7, 2013. Motion carried.

### III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions submitted.

### IV. MANAGEMENT TEAM REPORT

A. Budget and Finance Report – Adria Cavanaugh  
**Budget Update FY 7/1/2012 to 6/30/2013.** Final fiscal year standings will be presented at the next meeting.

1. Revenue

Ambulance Transports		
Residents	\$ 1,511,283	
Non-Resident	<u>376,624</u>	
Ambulance Transport Total Year-to-date		\$1,887,907
Benefit fee		\$1,463,604
Property Tax		\$1,022,891
Interest and Miscellaneous		<u>\$ 14,755</u>
<u>Total Revenue</u>		\$4,389,157

Total revenue is higher by \$1,122,976 as compared to the same time last year. The increase is due to the new billing revenue the County receives from resident and non-resident billing. It also reflects revenue collected for prior year billing.

CSA-17 resident and non-resident revenue is transferred to two separate accounts. Percentages will be adjusted to reflect the 50/50 percentage amount collected for resident and non-resident transports.

Benefit fee revenue is \$96,274 higher than last Fiscal Year due to the increase in the benefit fee of 3.3 percent, to \$27.20 per dwelling. The Benefit Fee for Fiscal year 2013-14 will increase by 1.6 percent, to \$27.71 per dwelling. Benefit fees are adjusted annually following the Bureau of Labor Statistics Consumer Price Index (CPI) rate.

Benefit fee revenue and property tax revenue are separate. The CSA-17 Ordinance provides guidance to increase/decrease fees, and includes the CPI adjustment each year. The benefit fee is calculated per dwelling/single family homes.

**Action Item: Adria Cavanaugh will forward the Ordinance to CSA-17 new members, Sherryl Parks and Peter Zahn.**

2. Expenditures \$3,699,936

Expenditures are higher by \$435,656 than last fiscal year due to the increase in payments to the ambulance contractor to offset revenue previously retained from non-resident ambulance collections.

Clarification was given regarding contract expenditures revised amounts and the placeholder amount for the pending ambulance provider contract for January 1, 2014 to June 30, 2014.

3. Fund Balance

120-Day Cash-on-Hand Balance	\$1,223,312
True Reserve Balance	<u>\$ 545,486</u>
Total Fund Balance as of July 1, 2013	\$1,768,798

The Total Fund Balance is expected to increase by about \$285,794 this year to a projected \$2,054,592, growing the True Reserve Balance to approximately \$686,716.

B. Administrative Report - Dr. Haynes

1. Request for proposal (RFP) contract service bids were received today. A selection committee will review the proposals. There should be a recommendation by September.
2. A total of 2,589 individuals were trained in adult compression only CPR during *Sidewalk CPR Day* on Tuesday, June 4, 2013.
3. *Strike out Stroke at the Padres* event was held on June 22, 2013. 1,500 t-shirt ticket game bundles were sold.
4. The November 21, 2013, statewide drill will have a food poisoning agent scenario.
5. There will be a San Onofre Nuclear Generating Station (SONGS) disaster drill in the fall. Although SONGS is closed, they are still licensed by the Nuclear Regulatory Commission (NRC).

C. Medical Director's Report - Dr. Bruce Haynes

1. An application for an additional aeromedical transport service within the County has been received. The second aeromedical service will be licensed in the next few weeks.
2. Everyone is encouraged to receive influenza vaccine.

3. The State EMS Authority has released a report on Community Paramedicine. Community Paramedicine would provide healthcare in rural areas and may expand the roles of paramedics to either provide additional prehospital or visiting home/nurse services. The Statewide Office Health Planning and Development will set demonstration projects to see if new categories of providers are appropriate.
4. Rural Metro is experiencing difficulty in making payment obligations in addition to operating expenses. They are reorganizing their debt and are filing Chapter 11 bankruptcy. There will be no interruption in service and no threat to the quality of service provided. A press release was provided.

D. Paramedic Provider Report - Matt Gilligan

1. The 12-hour ambulance unit was moved from Moonlight Beach Station 1 to Station 2 off of Birmingham. Compliance reports in Del Mar, Del Mar Heights, Encinitas and Solana Beach show the unit was not used in April, but usage increased significantly in May and June and had a positive effect on compliance numbers.
2. There were 28 responses and 21 transports at the Del Mar Fairgrounds in June. CSA-17 hasn't had an increase in the number of transports at the Del Mar Fairgrounds since the Thoroughbred Club has increased their number of units.
3. CE training:
  - May - assessment and treatment of thoracic and abdominal trauma
  - June - annual protocol update
  - July – Dr. Matthew Thomas from Scripps Encinitas held an assessment and treatment in muscular skeletal, trauma and burns
4. Community Outreach – Lorelee Olejnik
  - Rural Metro donated an ambulance a few years ago to Encinitas Kiwanis to use for their Treasure Chest Literacy Program. Last season the Treasure Chest Book Mobile logged 250,000 miles and has given out 70,000 books to children. The Journal of Emergency Medical Services (JEMS) magazine has a write up about the program in their August edition.
  - CSA-17 participation in *Sidewalk CPR Day* was located at Powerhouse Park in Del Mar. The Project Heartbeat AED program loaned mannequins to agencies throughout the County for the event.
  - CPR training was offered for certification classes in the community with the Del Mar/Solana Beach alliance group, and also to the Rancho Santa Fe Boy Scout troop and their parents.
  - Community events: City of Encinitas annual spaghetti dinner and Encinitas fall festival

- Project Heartbeat grant reimbursement assisted the Del Mar Community Connection to obtain an AED for their location. Project Heartbeat has placed 6,000 to 7,000 AED's throughout the County. Cost is approximately \$1,500. Sherryl Parks requested an AED demonstration for Del Mar Community Board.
- Community outreach programs are working to support the County *Live Well, San Diego!* campaign: Build Better Health; Living Safety; and Thriving.
- Chris Olson who is a paramedic in the CSA-17 area is retiring. There will be a retirement luncheon on August 16, 2013. Chris Olson has been a medic for 40 years.

E. Operations Report

1. Darren Ward introduced Fire Chief Mike Davis of the Encinitas Fire Department and Deputy Chief Mike Gibbs of the Rancho Santa Fe Fire Department. Chief Gibbs will be attending the Operations meetings.

V. **NEW BUSINESS**

A. EMS Coordinator/Support for Lifeguards

Information and discussion:

1. The EMS Coordinator position manages ALS training for CSA-17. CSA provides ALS transport through Rural Metro and Fire Departments for First Responder Paramedics. Lifeguard Continuing Education (CE) training was not established as part of CSA mission and funding.
2. Training:
  - Training schedules are made available to all three cities in CSA-17 area. Lifeguards are welcome to participate in training provided at the fire departments. CEs are provided to fire crews six sessions a month, twice a day.
  - Lifeguards are required under State law to take 21 hours of CPR first aid training, some have Advanced First Aid training and some are EMT certified. They do not have a paramedic program.
3. Cities:
  - In Encinitas the lifeguard captain works for the fire department.
  - Craig Miller is the head of the lifeguards in Solana Beach.
  - Del Mar has a department that includes supervising lifeguards. Del Mar has an MOU that requires a base hospital affiliation and special training to use a King Airway tube which is an advanced airway device, and AED's. Encinitas and Solana Beach does not participate in that program.
4. Recommendation:
  - Place the item on the Operations Subcommittee agenda

- Cities discuss scope and training expectations for lifeguards
- Review CSA-17 contract language

B. A request was made to send out the 2014 CSA-17 meeting dates.

C. A thank you letter from the CSA-17 Advisory Committee to Saman Yaghmaee was read and signed by Mark Muir, CSA-17 Advisory Committee Chair. Mr. Yaghmaee was thanked for previously administering the CSA-17 financial and budget reports.

**VI. Future items to add to the CSA-17 agenda:**

- EMS Coordination and Lifeguard training
- Community Paramedicine
- Follow-up on Rural Metro bankruptcy – Wayne Johnson will update information through Adria Cavanaugh.

**VII. SET NEXT MEETING/ADJOURNMENT**

The meeting was adjourned at 5:09 p.m.

The next CSA-17 Advisory Board meeting is scheduled for Tuesday, November 5, 2013 at 4:00 p.m.

Submitted by

Janet I. Wolchko, Administrative Secretary

County of San Diego Emergency Medical Services



**County of San Diego**  
HEALTH AND HUMAN SERVICES AGENCY

NICK MACCHIONE, FACHE  
DIRECTOR

WILMA J. WOOTEN, M.D., M.P.H.  
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**CSA-17 ADVISORY COMMITTEE MEETING**

**Minutes**

**Tuesday, November 5, 2013**

**Members Present**

Cerny, Barbara – Torrey Pines Community Planning Group  
Hillgren, Nancy – Rancho Santa Fe Fire Protection Dist. (Alt)  
Kranz, Tony – City of Encinitas (Alt)  
Muir, Mark – City of Encinitas  
Parks, Sherryl – City of Del Mar  
Tanner, John – Member-at-Large  
Zahn, Peter – City of Solana Beach  
Zovanyi, Peter – Member-at-Large

**Agency Representatives Present**

Austin, David – American Medical Response (AMR),  
CSA Manager  
Birch, Eric – AMR  
Canavan, Jon – Fire Chief Solana Beach, Del Mar,  
Encinitas  
Daigle, Mike – Encinitas Fire  
Ghio, Augie – Consultant, AMR  
Cavanaugh, Adria  
Gibbs, Mike – Rancho Santa Fe Fire  
Gilligan, Matt – Rural Metro  
Johnson, Wayne – Rural Metro  
Mercer, Kevin – Operations Supervisory, AMR

**Agency Representatives Present (con't)**

Michel, Tony – Rancho Santa Fe Fire  
Murphy, Mary – CSA-17 Fire  
Olejnik, Loralee – Rural Metro  
Rice, Mike – Operations Manager, AMR  
Russo, Joe – Rural Metro CSA-17  
Schwartz, M.D., Brad – AMR Medical  
Director  
Twohy, Frank – Elfin Forest Fire

**Guests**

Marquardt, Larry

**County Staff Present**

Ameng, Diane  
Brewton, Linda  
Haynes, M.D., Bruce  
Metz, R.N., Marcy  
Smith, R.N., Susan

**Recorder**

Wolchko, Janet I.

**I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

Mark Muir, Chair called the meeting to order at 4:04 p.m. Attendees introduced themselves.

**II. APPROVAL OF MINUTES**

**A motion was made by Peter Zovanyi, seconded by Peter Zahn to approve the CSA-17 Advisory Committee minutes from August 6, 2013. Motion carried.**

**III. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

**IV. MANAGEMENT TEAM REPORT**

**A. Budget and Finance Report – Adria Cavanaugh**

The CSA-17 Budget closed the 2012/13 fiscal year end as expected and projected at the August 6, 2013 Advisory Board meeting with a surplus of \$689,240.

**1. FY 2013/2014 Year-to-Date Revenues: July 1, 2013 to October 31, 2013**

Revenue

Ambulance Transports

Residents \$ 457,676

Non-Resident \$ 305,117

**Ambulance Transport Total Year-to-date** \$ 762,794

Benefit fee \$ 342

Property Tax \$ 32,793

Interest and Miscellaneous \$ 2,711

**Total Revenue** \$ **798,640**

Total year-to-date revenue is higher by \$236,388 as compared to the same time last year.

Ambulance transport amounts are higher than this time last year as well as benefit fee revenue and property tax revenue. Interest and Miscellaneous revenue is slightly lower.

**2. FY 2013/2014 Year-to-Date Expenditures \$ 552,593**

Expenditures are higher than at this time last year due to the timing of invoice payments.

**3. Reserve Fund Investment:**

The CSA-17 reserve is part of the County Investment Pool which the San Diego County Treasurer-Tax Collector's office is responsible for and manages. CSA-17

is included in the County funds listed under the Service Area Districts and is sometimes referred to as *special revenue funds*.

Objectives are to safeguard the principal, meet the liquidity needs of the participants and achieve an investment return within the parameters of prudent risk management. Copies of the San Diego County Treasurer's Pooled Money Fund Investment Policy and County of San Diego Treasurer Investment Report were provided.

Sherryl Parks inquired about the 2012 rate of investment return and if there were legal restrictions.

B. Administrative Report - Marcy Metz

1. Marcy Metz introduced Diane Ameng, EMS QA Specialist, who will be the EMS contact person for CSA-17 Operational issues.
2. The Statewide Medical Health Exercise will be conducted on November 21, 2013, 8:00 am to 2:00 pm. Participants include hospitals, Community Clinics, Skilled Nursing Facilities (SNF's), Corrections, Sheriff's Office, Military, Border Health, Epidemiology, Public Health Lab, OES and Department of Environmental Health.
  - The scenario centers on a food borne pathogen (E-Coli) with staffing at facilities decreased by approximately 30% due to illness in the ranks.
  - The exercise is mandatory for hospitals that participate in the Hospital Preparedness Program (HPP) that is grant funded from the CDC.
  - Main objectives of the exercises are: Emergency public information sharing, epidemiological surveillance and investigation, medical surge and communications.
  - EMS Department Operation Center (DOC) will be activated. Scripps Encinitas and Scripps La Jolla are participating.
3. Health Services Capacity Task Force:
  - The taskforce meets annual to review the county's capacity plan, primarily in preparation for the flu season and for any type of capacity event that affects the health care system.
  - Dr. Wooten, Public Health Officer, Chairperson of the task force, and Co-Chair Jamie Kramer met in October to discuss responses by hospitals, procedures, and to identify triggers for advancing between levels of the Capacity Plan.
  - The Capacity Plan should be distributed to the community by the end of the month.
4. The Annual *Sidewalk CPR Day* is tentatively scheduled next year for June 5, 2014.
5. San Diego's 8<sup>th</sup> Annual Emergency Care Summit is on Thursday, November 7, 2013 at Scripps from 7:30 am to 4:30 pm. It is sponsored by the San Diego Medical Society Emergency Medicine Oversight Commission, the Hospital Association,

Emergency Nurses Association (ENA) and County EMS. Registration is required. Topics will include:

- Identifying current practices of throughput and processes among emergency departments.
- EMS and Public Health updates.
- Dr. Richard Wolfe, Chief of Emergency Medicine at Beth Israel Deaconess Medical Center will speak about the Boston Bombing.

C. Medical Director's Report - Dr. Bruce Haynes

1. There has not been a significant number of flu cases reported. Everyone is encouraged to receive a flu shot to prevent infection of patients and to keep healthcare personnel well during the flu season.
2. Mercy Air has been the only air ambulance provider in the County since 1999. Reach Air is now the County's second air ambulance provider in the County and will be stationed at the Oceanside Airport. Mercy Air is stationed at Palomar. A dispatch center has been designated to coordinate the two services.
3. Legislation:
  - SB699 will allow EMS personnel or public members to take training on use of an epinephrine auto injector for anaphylactic shock, such as for bee stings.
  - AB588 concussion rule regarding contact sports will add charter and private schools to have patient evaluation after an apparent concussion before returning to play.
  - AB633 CPR bill where an employer cannot prohibit an employee from performing CPR on someone, if the employee knows CPR. The exception is if the patient has a DNR or advanced directive asking that no resuscitation be performed on them.
4. The San Onofre Nuclear Generating Station (SONGS) recently held its annual emergency plan medical exercise. The exercise scenario was a radiology event. San Diego and Orange County participated.

D. Paramedic Provider Report - Matt Gilligan

1. Compliance reports were distributed to the members.
2. Rural Metro is working with AMR for a smooth transition change in providers which occurs on December 31, 2013. Rural Metro will continue to meet their contractual obligations until the transition occurs.

Mark Muir thanked Rural Metro and its staff for an outstanding job given to CSA-17. Marcy Metz thanked Rural Metro for the last ten years working with the County and their service to the CSA-17 area.

3. Increased call volumes information requested at the last CSA-17 meeting:
  - Total transports two (2) years ago were 4,000 transports.
  - Last year there were approximately 4,400.
  - Increase was at 7 to 8%.
  - 911 ambulance transports in San Diego and County wide have seen a similar increase with the population and aging.
  - Two (2) years ago there was a considerable dip in the number of calls of about 10%. Six (6) to seven (7) months after that there was an increase of 4 to 6%.

Peter Zovanyi requested data regarding call volume from the last few years.

4. Community Outreach – Lorelee Olejnik
  - Community projects and level of service will continue after the CSA-17 ambulance provider contract conversion.
  - The AED program will still be available through Project Heartbeat.

E. Operations Report – Mike Daigle

There is a transition meeting on November 12, 2013 that will include CSA-17 Fire agencies and AMR representatives.

**V. CSA-17 AMBULANCE CONTRACT AWARD**

A. Adria Cavanaugh reported:

1. On October 24, 2013 the County issued the official notice of intent to award the ambulance contract in CSA-17 to American Medical Response (AMR). Because the contract is not fully executed, EMS cannot discuss the contract details.
2. Further details of the contract negotiations such as ambulance positioning will be presented at the next CSA-17 Advisory Committee meeting on February 4, 2014.

B. Mike Rice reported:

1. AMR is working on the contract implementation plan.
2. They have proceeded with equipment ordering.
3. AMR is prepared to deliver service as of January 1, 2014.
4. Rural Metro has been a great supporter of the transition and is committed to working to make sure there is no interruption in service.

**VI. COMMUNITY PARAMEDICINE**

**Dr. Haynes reported:**

- A. Community Paramedicine is the use of paramedics in expanded roles. The program has been used in rural communities in other States.
- B. Potential paramedic roles:
  1. Transport patients to nonemergency locations instead of taking them to emergency rooms or other locations.
  2. Follow-up after hospital discharges.
  3. Assess, treat or release patients on scene.
  4. Support for patients with chronic diseases such as diabetes, asthma, congestive heart failure, emphysema.
  5. Address the needs of frequent 911 users and emergency rooms.
  6. Preventative care.
- C. Community Paramedicine proposals will be submitted to the Office of Statewide Health Planning and Development OSHPD via State EMS. An advisory committee will be established including a project manager and an independent evaluator. There will be community consultation and a review of the programs safety and effectiveness, collaboration, and partnership with the local EMS provider. Paramedics will receive additional training, and there will be a review of the agency responsibility and general approach to patient care. Data collection requirements will be reviewed with the OSHPD process.
- D. Pilot project studies will start September 2014, and will go for two (2) years until September 2016.
  1. San Diego had two projects accepted by the State
    - Carlsbad Fire's project on New Methods of Directing Patient Care. Their project involves working with Kaiser transporting patients to clinics or a facility that meets their needs instead of hospital emergency departments. Clinics or the facility would have emergency physicians working in the urgent care area with x-ray imaging and lab testing.
    - City of San Diego enhanced Resource Allocation Program (RAP). The RAP program has done work with the San Diego homeless and frequent 911 users. The project will allow them to expand, and add a number of paramedics to the RAP program. They will be looking at alternate destinations after review and/or examination by trained urban community paramedics to treat frequent 911 users.
  2. There are 10 to 12 pilot projects in the State that were notified of their participation in Community Paramedicine. Other projects include Alternate Destination, Post Hospital Discharge, Directly Observed Treatment of TB, Hospice Support and Alternate Destination of Mental Health.

## **VII. LIFEGUARD TRAINING**

- A. Mr. Daigle met with the three lifeguard agencies and discussed personnel and training needs. Between the three agencies there are 13 full time EMT's and 40 to 50 seasonal EMT's at any time throughout the year. Others are trained to a First Responder level.
1. Currently, Encinitas and Solana Beach maintain their training through their Lifeguard budgets.
  2. Del Mar Lifeguards receive training through a base hospital.
  3. All three agency lifeguards are invited and encouraged to attend any of the EMS training as provided by CSA 17.
  4. Impact on training: approximate 68 EMT's, FTE's and seasonal.
  5. Fire Chiefs and City Managers will be meeting regarding Lifeguard training recommendation.
  6. County Counsel recommendation will determine what the impact would be and how it would be implemented.

## **VIII. NEW BUSINESS/FUTURE AGENDA ITEMS**

- A. The Budget Subcommittee meeting will be scheduled to meet before the next Advisory Committee meeting to present the CSA-17 Budget. Current members of the Budget Subcommittee are Mark Muir, Barb Cerny and Peter Zovanyi.

## **IX. SET NEXT MEETING/ADJOURNMENT**

The meeting was adjourned at 4:55 p.m.

The next CSA-17 Advisory Board meeting is scheduled for Tuesday, February 4, 2014 at 4:00 p.m.

Submitted by  
Janet I. Wolchko, Administrative Secretary  
County of San Diego Emergency Medical Services