

**County Service Area 69 (CSA-69) – 2013 Meeting Minutes**

CSA-69 Budget Subcommittee Meeting Minutes – February 14, 2013

CSA-69 Advisory Committee Meeting Minutes – February 14, 2013

CSA-69 Advisory Committee Meeting Minutes – May 9, 2013

CSA-69 Advisory Committee Meeting Minutes – September 12, 2013

CSA-69 Advisory Committee Meeting Minutes - November 14, 2013



# County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES  
HEALTH SERVICES COMPLEX

3851 ROSECRANS, SAN DIEGO, CALIFORNIA 92110  
(619) 531-5800 FAX (619) 542-4186

NICK MACCHIONE, FACHE  
DIRECTOR

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

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-69 Advisory Committee  
c/o Emergency Medical Services  
6255 Mission Gorge Road  
San Diego, CA 92120  
(619) 285-6429 Fax: (619) 285-6531

## CSA-69 BUDGET SUBCOMMITTEE MEETING

Minutes

Thursday, February 9, 2012

### Present

Bingham, James – Lakeside Fire Protection District  
Chambers, Pat – Santee Chamber of Commerce  
Kirkpatrick, Jim – Lakeside Fire  
Leigh, Bob – Santee Staff  
Mattick, Richard – Santee Fire District  
Savage, Warren – City of Santee Citizen Representative  
Parr, Andy – Lakeside Fire Protection District  
Yaghmaee, Saman – County EMS

### Recorder

Janet I. Wolchko

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

James Bingham called the meeting to order at 3:03 p.m.

### II. PUBLIC COMMENTS/PETITIONS

There were no public speakers.

### III. BUDGET PLANNING FOR FISCAL YEAR 2012-2013

(July 1, 2011 – June 30, 2012)

Saman Yaghmaee provided a summary sheet with CSA-69 budget information on FY 2008/09, 2009/10, 2010/11, projection for FY 1011/12 and budget build for FY 2012/13.

Operational expenses from the Santee Fire Department and Lakeside Fire Prevention District was also provided.

Total projected expenditures for FY 2011/12 are \$5,684,000. CSA-69 expenditures include Administration Professional and Specialized services and four CSA-69 contractors.

Budget build expenditures for FY 2012/13 are budgeted at \$6,229,150. Although the contract with El Cajon will be terminated as of February 28, 2012, \$20,000 is budgeted because accounts remain open for up to 180 days until August 31, 2012, representing two months in FY 2012/13. CSA-69 is projected to maintain a balanced budget through FY 2012/13.

A. Fire Districts Preliminary Budget

1. Lakeside Fire Protection District (Andy Parr)

There will be an estimated budget increase of 2 percent (2%) from last year. The increase included inflationary costs, salaries and benefits for personnel due to personnel contracts, and health insurance costs. There will be an increase in the cost of medical ambulance equipment, an increase in the cost of vehicles and ambulances using diesel engines/fuel, and emission control costs. Currently both ambulance vehicles are re-chassis; therefore, Lakeside is scheduled to purchase a new vehicle this year.

2. Santee Fire Department (Richard Mattick)

The budget increase is estimated at 3.3 percent (3.3%) from last year. There have been some increases in personnel costs, mostly due to overtime and FLSA. Vehicle maintenance repair has gone up 53 percent (53%). The most significant increase was due to the loss of an equipment mechanic assistant; those funds were rolled over in to maintenance to help with repairs.

**A motion was made by James Bingham, seconded by Pat Chambers to approve and forward the Budget for FY 2012-13 to the CSA-69 Advisory Committee for approval. Motion carried.**

IV. ADJOURNMENT

Meeting was adjourned at 3:44 p.m.

Submitted by

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



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## CSA-69 ADVISORY COMMITTEE MEETING Minutes Thursday, February 14, 2013

### Members

Bingham, James – Lakeside Fire Protection District  
Croucher, Gary – San Miguel Fire Protection District  
Howe, Kevin – Lakeside Union School District  
Meadows-Pitt, R.N., Mary – Grossmont Hospital  
Savage, Warren – Citizen Representative  
Voepel, Randy – City of Santee

### Agency Representatives

Kirkpatrick, Jim – Lakeside Fire Protection District  
Leigh, Bob – Santee Fire District  
Mattick, Richard – Santee Fire District  
Strom, Linda – Lakeside Community Planning Group

### Members Absent

Chambers, Pat – Santee Chamber of  
Commerce  
Fox, Ken – Santee School District Board

### County Staff

Cavanaugh, Adria  
Conte, Meredith  
Metz, R.N., Marcy  
Yaghmaee, Saman

### Recorder

Wolchko, Janet I.

## I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Warren Savage, Chair called the meeting to order at 4:07 pm.

## II. APPROVAL OF MINUTES

**A motion was made by Kevin Howe, seconded by Chief Gary Croucher to approve the CSA-69 Advisory minutes from November 8, 2012. Motion carried.**

## III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

#### IV. ELECTION OF CHAIR AND VICE-CHAIR 1.49

Elections for the CSA-69 Advisory Committee Chair and Vice-Chair positions were conducted.

**A motion was made by Kevin Howe to nominate Warren Savage for CSA-69 Advisory Committee Chair, seconded by Chief Gary Croucher. Motion carried.**

**A motion was made by Kevin Howe to nominate Jim Bingham for CSA-69 Advisory Committee Vice-Chair, seconded by Chief Gary Croucher. Motion carried.**

Warren Savage, 2013 CSA-69 Advisory Chair and/or James Bingham, 2013 CSA-69 Advisory Vice-Chair will preside over the 2013 CSA-69 Advisory Committee meetings.

#### V. BUDGET REPORT

##### A. Financial Report (Saman Yaghmaee) Year-to-date (July 1, 2012 to January 31, 2013).

1. <u>Revenue:</u>	
Resident transports	\$1,592,888
(\$88,733 higher compared to the same period last year)	
Non-resident transports	\$ 391,380
(\$ 9,531 higher compared to the same period last year)	
Benefit Fee	\$1,306,358
(\$38,067 higher compared to the same period last year)	
Property tax	\$ 254,969
(\$3,144 lower compared to the same period last year due)	
Interest & Miscellaneous Revenue	<u>\$ 9,284</u>
<b>Total Revenue</b>	<b>\$3,554,879</b>

Overall, revenue from property taxes is projected to remain the same as FY 2011/12 and FY 2012/13.

Interest and miscellaneous revenue is lower compared to the same period last year due to lower cash reserve in the CSA-69 reserve account.

2. <u>Expenditures:</u>	\$2,464,167
Expenditures are slightly lower by \$246,195 compared to this period last year.	

##### B. Budget Build Recommendations for FY 2013/14

1. <u>Revenue</u>	
Property Tax	\$ 480,000
Benefit Fee	2,350,000
Ambulance Transport	3,201,051
Interest on Deposits	<u>\$ 50,000</u>
<b>Total Projected Revenue for FY 2013/14 Budget Build</b>	<b>\$6,081,051</b>

The ordinance that established the special benefit tax included an annual adjustment to the tax based on the increase in the consumer price index (CPI) for the San Diego area, and is determined by the US Department of Labor. The CPI has historically increased within 2 to 3% over the past five year. The percentage has not been released for next year.

2. Expenditures

Ambulance Transport Service Contract	
Santee Fire Department	\$2,707,052
Lakeside Fire Protection District	2,903,893
Mutual Aid	20,000
CSA Administration	
County of San Diego	\$ 215,000
Wittman Enterprises	200,000
Miscellaneous (Wildan, County Counsel, ISF)	\$ 35,106
<b>Total Projected Expenses for FY 2013/14 Budget Build</b>	<b>\$6,081,051</b>

County of San Diego administrative expenditures include interdepartmental services fees such as Public Works and Willdan. Although it is not projected to spend \$200,000 for Wittman, there should be budget appropriations available if needed.

**C. Budget Subcommittee Report (Kevin Howe)**

1. The Budget Build recommendations were approved by the Budget Subcommittee and forwarded to the CSA-69 Advisory Committee for approval.

**A motion was made by Kevin Howe, seconded by Mary Meadows-Pitt to approve the CSA-69 Budget Build.**

Discussion: A recommendation was made to increase the benefit fee by the yet to be determined CPI and to include it in the budget.

**A motion was made by Kevin Howe, seconded by Gary Croucher to approve the amended recommendation to increase the benefit fee according to the CPI. Motion carried.**

**A vote by the previous motion made to approve the CSA-69 Budget Build, now including the amended recommendation was conducted. Motion carried.**

2. There was an inquiry regarding Santee Fire Department's budgeted amount for communication, equipment and repair. The preliminary budget for communication, equipment and repair is projected to be \$141,457.
3. Discussion ensued on unexpected costs associated with dispatch fees, and what is billed to CSA-69. Lakeside has issued a letter of intent to change their dispatch

service provider, Fire Communications, as of July 1, 2013. An agreement is being made with Cal Fire through Monte Vista.

## **VI. STAFF/AGENCY REPORTS**

### **A. Administrative Report (Marcy Metz)**

1. Marcy Metz thanked the members of the Budget Subcommittee for their time and effort reviewing the CSA-69 Budget for the County Budget Build.
2. The County of San Diego will not be participating in the 2013 Golden Guardian Exercise. The scenario for the exercise is flooding in Northern California.
3. On May 30, 2013, there will be a Medical Health Exercise conducted with the County's healthcare community. The Departmental Operation Center (DOC) at EMS, known as the Medical Operations Center (MOC), will be fully activated. The scenario is currently under development and planning.
4. The "Sidewalk CPR" event that was held last year to train the public on compressions only CPR will become an annual event in Southern California. It will be held during CPR week in June. During last year's event, over 3,000 bystanders were trained.
5. Last year the Stroke Consortium of San Diego County and Padres baseball held a "Strike out Stroke" event to inform the community on the signs and symptoms of stroke, and calling 911. The event will be held again this year on May 17, 2013, at the Padres versus Nationals baseball game.
6. The EMS Commission is holding their meeting in March, in Los Angeles. The EMS Authority has been writing regulations on EMS for Children (EMS-C), STEMI and Stroke. County EMS will be watching the impact of the EMS-C, STEMI and Stroke regulations on the community, hospitals and the local EMS agencies.
7. The 2013 EMS Administrators' Association of California (EMSAAC) conference is going to be held in San Diego. The theme of the conference is "Riding the Waves of EMS". Dates for the conference are May 29-30, 2013 and the location of the conference is at the Hilton San Diego Resort & Spa.

### **B. Medical Director's Report (Marcy Metz)**

1. There are 718 influenza cases reported this season and 33 deaths. Most of the patients that died had comorbid, underlying problems such as diabetes, emphysema and cardio pulmonary disease. The prior fiscal year there were 133 reported cases. It is not known how many of the deaths had received a flu vaccination.

2. The California Emergency Medical Services Authority held its California EMS Awards ceremony in San Francisco after the December 5, 2012 EMS Commission meeting. Several EMS personnel from San Diego were honored.
  - Border patrol agent Travis Creteau received an inter-service recognition medal for his rescue of two children in a car submerged in a lake.
  - Rick Rod of Rural Metro received a meritorious service medal for training and publications, and disaster experience.
  - Gordon Anderson, an AMR dispatcher, was honored for his community outreach programs including graffiti removal, oil changes for seniors and CPR instruction.
  - Reema Makini Boccia of Rural Metro was honored for community outreach and creative initiatives.

Anyone can nominate someone for the “Hero” awards. Information is available on the EMSA website; awards are given annually in December.

3. Sporadic drug shortages continue. The most recent shortage has been with prefill atropine. Vials may have to be used instead. Avoid multidose vials, to avoid dosing and sterility errors.
4. UCSD Hillcrest Medical Center was recognized as a Comprehensive Stroke Center by the Joint Commission.
5. Protocol changes will be reviewed by July.

### **C. Agency Reports**

1. Lakeside – Jim Kirkpatrick
  - Medication shortages of D50 (sugar water) for diabetics was mentioned at the California Paramedic Agency Committee (CPAC) meeting.
  - Five (5) fire fighter paramedics have been hired from the reserve ranks. The five (5) paramedics will be in the field during probation.
  - Jim Kirkpatrick met with Chief Richard Mattick, Santee Fire, about improving the process of calls sent to Wittman for billing. That process has been streamlined.
  - “Triage Tuesday” has been conducted three times with mixed results. There will be a meeting to review and to determine what the next step is.
2. San Miguel (Cal Fire) – Chief Gary Croucher
  - There are three (3) new paramedics, two (2) from the Palm Springs area and one (1) from Deer Springs. They will go through County EMS and an orientation process which includes Regional Cooperative Care Program Oversight.
  - San Miguel participated with Cal Fire and the City of San Diego in “Love your Heart Day”, February 14, 2013. Four stations are participating in free blood pressure checks.

3. Santee - Richard Mattick

- Both Lakeside and Santee participate in the student intern ride along program. The program helps to prepare interns in the field.
- Santee is having their medic unit rechassied for the second time. A engine rechassy provides a significant savings for the CSA.
- Santee will conduct their "Triage Tuesday" in the next month. Santee is coordinating with Lakeside on the "Triage Tuesday" program.

**VII. NEW BUSINESS**

- A. It was reminded to confirm your presence at the CSA-69 Advisory Committee meetings to ensure a quorum.
- B. Warren Savage, CSA-69 Chair, thanked the Budget Subcommittee and Kevin Howe, who is the Chair of the Budget Subcommittee, for reviewing the CSA-69 budget.
- C. An agency subcommittee will meet to address inquiries and determine a procedure to recover fees associated with responses to services within the SCSA-69 area by the San Miguel Fire Protection District.

**VII. SET NEXT MEETING/ADJOURNMENT**

The next CSA-69 Advisory Committee will meet on Thursday, May 9, 2013 at 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 4:46 pm.

Submitted by

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



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Wolchko, Janet I.

## I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Warren Savage, Chair called the meeting to order at 4:07 pm.

## II. APPROVAL OF MINUTES

A motion was made by Kevin Howe, seconded by Chief Gary Croucher to approve the CSA-69 Advisory minutes from November 8, 2012. Motion carried.

## III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

#### IV. ELECTION OF CHAIR AND VICE-CHAIR 1.49

Elections for the CSA-69 Advisory Committee Chair and Vice-Chair positions were conducted.

**A motion was made by Kevin Howe to nominate Warren Savage for CSA-69 Advisory Committee Chair, seconded by Chief Gary Croucher. Motion carried.**

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**VII. NEW BUSINESS**

- A. It was reminded to confirm your presence at the CSA-69 Advisory Committee meetings to ensure a quorum.
- B. Warren Savage, CSA-69 Chair, thanked the Budget Subcommittee and Kevin Howe, who is the Chair of the Budget Subcommittee, for reviewing the CSA-69 budget.
- C. An agency subcommittee will meet to address inquiries and determine a procedure to recover fees associated with responses to services within the SCSA-69 area by the San Miguel Fire Protection District.

**VII. SET NEXT MEETING/ADJOURNMENT**

The next CSA-69 Advisory Committee will meet on Thursday, May 9, 2013 at 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 4:46 pm.

Submitted by

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



# County of San Diego

## HEALTH AND HUMAN SERVICES AGENCY

NICK MACCHIONE, FACHE  
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## CSA-69 ADVISORY COMMITTEE MEETING Minutes Thursday, May 9, 2013

### Members

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Lorenz, Jon – Lakeside Fire Protection District (Alt)  
Meadows-Pitt, R.N., Mary – Grossmont Hospital  
Rickards, Dave – San Miguel Fire Protection District  
Voepel, Randy – City of Santee

### Agency Representatives

Converse, Larry – San Miguel Fire Protection District  
Kirkpatrick, Jim – Lakeside Fire Protection District  
Liebig, Peter – Lakeside Fire Protection District  
Leigh, Bob – Santee Fire District  
Parr, Andy – Lakeside Fire Agency  
Strom, Linda – Lakeside Community Planning Group

### Members Absent

Chambers, Pat – Santee Chamber of  
Commerce  
Fox, Ken – Santee School District Board  
Savage, Warren – Citizen Representative

### County Staff

Cavanaugh, Adria  
Dickinson, Sue  
Haynes, M.D., Bruce

### Recorder

Wolchko, Janet I.

## I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Randy Voepel called the meeting to order in absence of the Chair and Vice-Chair at 4:07 pm.

## II. APPROVAL OF MINUTES

A motion was made by Kevin Howe, seconded by Jon Lorenz to approve the CSA-69 Advisory minutes from February 14, 2013. Motion carried.

## III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

## IV. BUDGET REPORT

### A. Financial Report for July 1, 2012 to April 30, 2013 - Adria Cavanaugh

1. <u>Revenue:</u>	
Resident transports	\$2,201,481
Non-resident transports	542,489
Benefit Fee	1,570,431
Property tax	393,103
Interest & Miscellaneous Revenue	<u>12,898</u>
<b>Total Revenue</b>	<b>\$4,720,402</b>

Total year-to-date revenue is higher by \$681,763 as compared to the same time last year. The increase is due in part to higher net collections of ambulance transports (\$335,048 increase) and a higher amount collected in benefit fee revenue compared to this time last year (\$203,851 increase). The benefit fee increased in FY2012/13 from \$40.04 to \$49.50.

Interest and miscellaneous revenue is lower compared to the same period last year due to lower cash reserve in the CSA-69 reserve account.

2. <u>Expenditures:</u>	\$4,038,639
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Expenditures are higher than in 2012, most likely due to the time frame in which invoices have been paid and entered into the County Oracle system.

3. <u>Reserve Balance:</u>	\$1,400,000
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4. During the Operations meeting, transport trends were asked to be identified. Collection response is at 80%. There will be a Medicare cut of 2% as of April 1, 2013.

### B. Budget Subcommittee Report

There was no report.

## V. STAFF/AGENCY REPORTS

### A. Administrative Report (Dr. Haynes)

1. Rebecca Pate, EMS Coordinator who was the EMS contact representative to CSA-69 is now working at Palomar Hospital. Her last day with the County was April 22, 2013. Recruitment for her position is open. Susan Smith will be the EMS contact for clinical operations until the position is filled.
2. Saman Yaghmaee was promoted to Assistant Director of Public Health Services. Adria Cavanaugh will be presenting the Budget and Financial Reports.
3. *Sidewalk CPR Day* this year is on Tuesday, June 4, 2013, 10:00am – 4:00 pm. The event gives an opportunity to show bystanders how to perform hands only CPR. Last year there were over 3,000 trained.
4. June 22, 2013 is *Strike out Stroke Day* at the Padres game. There will be ticket/shirt combinations available. At the game there will be public education about stroke, signs and symptoms, and calling 911. Stroke center hospitals will provide blood pressure checks and stroke survivors will be introduced before the game. The event will start at 4:15 pm; Padres will be playing the Dodgers.
5. On May 30, 2013 from 9:00 am to 2:00 pm there will be a local Medical Health Exercise conducted with the County's healthcare community. Hospitals that are part of the Hospital Preparedness Program (HPP) are required to participate. Prehospital agencies are not participating in this exercise. The scenario will be a structural collapse of a hospital with 1,200 potential victims and many dead on scene.
6. The State is asking for core measure data points involving arrival times, time on scene, cardiac arrest survivorship and a number of stroke patients treatment time. The data will be used to compare with other states.

### B. Medical Director's Report (Dr. Haynes)

1. Paramedic and EMT protocol guidelines for treatment of patients in the field are reviewed every two (2) years. The educational component is being worked out and the guidelines will go into effect in July.
2. There are shortages in the field of Dextrose (D50) and D25 for children. Dextrose is given to patients that are hypoglycemic. Information on alternatives and dose administration has been distributed.
3. Meningitis, meningococcal cases have been identified. Patients may have blood pressure problems and a rash. The rash spreads quickly and symptoms progress

fast. San Diego has had five (5) confirmed cases, two (2) probable cases and two (2) deaths. The last case was reported in April.

Tijuana has had 20 confirmed cases and seven (7) deaths. Their last case was in March. People can be carriers and unknowingly pass the disease to others. Vaccination is recommended for students in dorms and selected other adults.

4. There have been 120 cases of Chinese flu since April 1, 2013, 22 deaths were reported. There is no evidence of human-to-human transmission of the virus.
5. There was discussion on the Heimlich maneuver, its effect and if it is part of CPR training. The Heimlich is preferred in most cases. If someone is extremely obese or pregnant it is recommended to use the chest for the thrusts instead of the abdomen.

### C. Agency Reports

1. Lakeside –Jim Kirkpatrick
  - Jim Kirkpatrick and Chief Mattick met with Santee lead paramedics to discuss collecting patient data, billing and processing data.
  - El Cajon expects to have their BLS in service on July 1, 2013. This may impact transports and revenue in the CSA-69 region.
  - Core measure data has been collected. Data included ambulance transports and treatment times. It was noted that data is not collected for patient care and that the core measures do not account for Advanced Life Service (ALS) engine arrival and delivery of care. Patient care is frequently delivered before the ambulance arrives.
  - Lakeside now subscribes to a data trigger through First Watch which monitors the Computer Aided Dispatch (CAD) data and will allow better collection of response data for CSA-69. This utilizes Heartland data from CAD.
  - California Fire EMS and Disaster (CFED) Conference for EMS and disaster care this month is sponsored by the California Fire Chiefs Association and is being held in Palm Springs. Paramedics will be attending the conference to bring back training ideas and to interact with other counties in Southern California.
  - Lakeside will be participating in the *Sidewalk CPR Day* event again this year.
  - Lakeside participated in the multi-agency Multi-Casualty Incident (MCI) drill at Viejas.
2. Santee - Richard Mattick
  - Santee is working on their MCI triage drill and will incorporate lessons learned from the MCI drill at Viejas.
  - A 2013 GMC medic unit has been reclassified for the third time.
3. San Miguel (CALFIRE) – Chief Gary Croucher

- San Miguel has been utilizing the First Watch tool to capture response times and on scene times. They are using electronic documentation, iQCS system information and data instead of paper.
- The Regional Cooperative Care Program (RCCP) has helped with on scene documentation. On scene electronic iPads will be used for documentation and as a tool to transfer information.
- Protocol updates are scheduled in June.
- During *Sidewalk CPR* last year, high school gym classes were trained in hands only CPR, rotating 40 kids every 15 to 20 minutes. They were able to instruct 500 kids in one day time.
- Some CALFIRE state rigs are close to the station and will provide additional First Responders.
- They are working with AMR to position a peak hour unit in the Rancho San Diego area. That will provide another ALS resource in the area around mid June.

#### **VI. NEW BUSINESS**

There was no new business to discuss.

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

The next CSA-69 Advisory Committee will meet on Thursday, September 12, 2013 at 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 4:37 pm.

Submitted by

Janet I. Wolchko, Administrative Secretary III  
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

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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-69 Advisory Committee  
Warren Savage, Chair/James Bingham, Vice-Chair  
c/o Emergency Medical Services  
6255 Mission Gorge Road  
San Diego, CA 92120  
(619) 285-6429 Fax: (619) 285-6531

## CSA-69 ADVISORY COMMITTEE MEETING

### Minutes

Thursday, September 12, 2013

#### Members

Bingham, James – Lakeside Fire Protection District  
Howe, Kevin – Lakeside Union School District  
Chambers, Pat – Santee Chamber of Commerce  
Fox, Ken – Santee School District Board  
Liebig, Peter – Lakeside Fire Protection District (Alt)  
Meadows-Pitt, R.N., Mary – Grossmont Hospital  
Minto, John – City of Santee (Alt)  
Rickards, Dave – San Miguel Fire Protection District  
Savage, Warren – City of Santee  
Strom, Linda – Lakeside Community Planning Group

#### Agency Representatives

Kirkpatrick, Jim – Lakeside Fire Protection Dist.  
Mattick, Richard – City of Santee Fire

#### County Staff

Cavanaugh, Adria  
Metz, Marcy  
Smith, Susan

#### Recorder

Wolchko, Janet I.

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

Warren Savage, Chairperson called the meeting to order at 4:05 pm. Introductions were made.

### II. APPROVAL OF MINUTES

A motion was made by Kevin Howe, seconded by Mary Meadows-Pitt to approve the CSA-69 Advisory Committee minutes from May 9, 2013. Motion carried.

**A motion was made by James Bingham, seconded by Kevin Howe to approve the CSA-69 Budget Subcommittee minutes from February, 14, 2013. Motion carried.**

### III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

### IV. BUDGET REPORT

#### A. Financial Report for Fiscal Year (FY) 2012/13 - Adria Cavanaugh

1. <u>Revenue:</u>	
Resident transports	\$2,648,291
Non-resident transports	649,374
Benefit Fee	2,400,413
Property tax	459,073
Interest & Miscellaneous Revenue	<u>14,111</u>
<b>Total Revenue</b>	<b>\$6,171,262</b>

Total year-to-date revenue is higher by \$389,352 as compared to the same time last year.

- Ambulance transports total collections for the FY increased by \$231,867 over last year.
- Benefit fee collected was \$150,230 higher than last FY due to the benefit increase by 3.3% last year to \$49.50 per dwelling. Benefit fee for the current FY 2013/14 has increased by 1.6% to \$50.28 per dwelling. Benefit fee amounts are adjusted annually following the Bureau of Labor Statistics Consumer Price Index.
- Property tax has increased by \$8,825 compared to last FY.
- Interest and miscellaneous revenue of \$14,111 is lower compared to the same period last year at \$15,690.

2. <u>Total Expenditures:</u>	<b>\$5,667,647</b>
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Expenditures are \$145,878 higher than last FY due to an increase in contractor expenditure, but lower by \$561,503 than the budgeted amount of \$6,229,150.

3. <u>Fund Balance:</u> As of July 1, 2013	
Cash-on-hand balance (90-days) for operating expenses	\$1,520,263
True Reserve Balance	<u>2,122,558</u>
<b>Total Fund Balance</b>	<b>\$3,642,821</b>

A 90-day cash-on-hand balance is required to pay 2013/14 budgeted expenses. True Reserve Balance increased by \$659,510 over FY 2011/12 reserve balance of \$2,983,310.

- \$503,675 was from increased revenue and savings from FY 2012/13
- \$155,000 of the increase is for an invoice paid with FY 2013/14 funds and does not show under FY 2012/13 expenditures.

4. Discussion:

- Increase in the number of parcels.

**Action Item: Adria Cavanaugh will check if there has been an increase in the number of parcels.**

- Approximately 400 homes are to be built across from West Hills High School in Santee. Estimated property tax increase would bring approximately \$20,000 additional funds to CSA-69. This also would depend on whether there would be a non-resident versus a resident fee as the property is located in the City of San Diego.

**B. Budget Subcommittee Report**

There was no report.

**V. STAFF/AGENCY REPORTS**

**A. Administrative Report (Marcy Metz)**

1. The second annual *Sidewalk CPR Day* was held on June 4, 2013. There were 22 participating agencies at 36 locations. A total of 2,589 individuals in San Diego County were trained in adult chest compression only CPR. A total of 14,465 were trained in Southern California. Marcy Metz thanked Santee and Lakeside for participating in the event.
  - Santee participation was at the Santee YMCA and Santee Trolley Station
  - Lakeside participation was at Vons and Albertsons in Lakeside
2. *Strike out Stroke Day* at the Padres was held on June 22, 2013. Community education awareness on the signs and symptoms of stroke and stroke prevention was provided. Over 1,500 agencies from the healthcare community participated.

**B. Medical Director's Report (Marcy Metz)**

1. Flu season: Vaccination is important to maintain an adequate work force and to prevent transmission to family members and patients. Some hospitals are requiring their staff to be vaccinated or wear a mask when working with patients.
2. The County's Capacity Task Force meets in the fall of each year to look at capacity planning through the flu season and if an event occurs where there would be an increase in patient volume at hospitals. The taskforce reviews triggers for advancement from level to level for hospital bed availability and workforce capacity.

3. November 21, 2013 is the Statewide Medical Health Emergency Preparedness Exercise. There is mandatory participation from hospitals that receive grant funding for hospital preparedness. The scenario of the drill will be a food bourn pathogen. Participants include hospitals, clinics, skilled nursing facilities, Sheriff's Office, Military and Border Health. Situations will include staffing due to illness, testing contingency plans, public information, medical surge and communication.
4. The State released their report on Community Paramedicine. Pilot projects will be ongoing for the next couple of years looking at expanding the roles of paramedics through the Office of State Planning and Development (OSHPD). Letters of intent to participate in pilot projects are due to the State by September 30, 2013. Please notify Dr. Haynes or Marcy Metz if you are submitting a letter of intent to participate in a pilot project.
5. A second air ambulance provider has petitioned for a permit in the County. Reach Air has applied for an air ambulance permit and will be based in Oceanside. County EMS is currently working out the details of the dispatch plan which includes coordination of air services and safety.
6. The State EMS Commission is meeting in San Diego on September 18, 2013 from 10:00 am to 1:00 pm at the Kona Kai Resort, Shelter Island. The meeting is open to the public.

### **C. Agency Reports**

1. Lakeside –Jim Kirkpatrick
  - Participated in Sidewalk CPR program
  - Remount for their Ford ambulance
  - Converting technology on front line vehicles to a WIFI based system
  - Field care audits provided by Grossmont Hospital are proceeding well
  - New HIPPA regulation changes were mentioned at the County EMS Chiefs meeting. Changes were in place as of January 1, 2013, and will be implemented by September 29, 2013. Some changes mentioned were expanding to electronic record keeping, sharing electronic health records, and information sharing with insurance companies.
2. Santee - Richard Mattick
  - Rechassy Ford unit to GMC
  - Hot Spots were added to apparatus and medic units
  - Chief Leigh, Dr. Haynes and Marcy Metz met regarding Community Paramedicine and what is involved. Paramedics will have additional 150 to 200 hours of training. Cost is absorbed by the agency. Pilot projects approved by State and OSHPD may take two to three years. CSA-69 discussed liability, Tort law and readmission conditions.

- Impact from the new Lantern Crest Senior Living facility in Santee regarding call volume, policy, number of units, insurance and impact on CSA-69 was discussed.

**VI. NEW BUSINESS**

There was no new business to discuss.

**VII. SET NEXT MEETING/ADJOURNMENT**

The next CSA-69 Advisory Committee will meet on Thursday, November 14, 2013 at 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 4:50 pm.

Submitted by

Janet I. Wolchko, Administrative Secretary III  
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

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Public Health Nursing  
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## CSA-69 ADVISORY COMMITTEE MEETING

### Minutes

Thursday, November 14, 2013

#### Members

Bingham, James – Lakeside Fire Protection District  
Fox, Ken – Santee School District Board  
Meadows-Pitt, R.N., Mary – Grossmont Hospital  
Rickards, Dave – San Miguel Fire Protection District  
Strom, Linda – Lakeside Community Planning Group

#### County Staff

Ameng, Diane  
Cavanaugh, Adria  
Metz, Marcy  
Smith, Susan

#### Agency Representatives

Converse, Larry – San Miguel Fire District  
Kirkpatrick, Jim – Lakeside Fire Protection District  
Parr, Andy – Lakeside Fire Agency  
Robeson, Bob – Lakeside Fire District

#### Recorder

Wolchko, Janet I.

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

Jim Bingham, Vice-Chairperson called the meeting to order at 4:10 pm. Introductions were made.

## II. APPROVAL OF MINUTES

A quorum of members was not present to approve the minutes from September 12, 2013; therefore, the minutes will be approved at the next CSA-69 Advisory Committee meeting.

## III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

## IV. BUDGET REPORT

### A. Financial Report – Adria Cavanaugh

The CSA-69 Budget closed the fiscal year end as expected and projected at the September 12, 2013 Advisory Board meeting with a surplus of \$659,509.

#### FY 2013-2014 Year-to-Date Revenue

1. <u>Revenue:</u>		
Resident transports	\$1,052,478	
Non-resident transports	<u>263,120</u>	
<b>Total Ambulance Transports</b>		\$1,315,598
Benefit Fee		25
Property tax		14,909
Interest & Miscellaneous Revenue		<u>3,304</u>
<b>Total Revenue</b>		<b>\$1,333,836</b>

Total year-to-date revenue is higher by \$155,070 compared to the same time last year.

### 2. Total Expenditures: **\$ 670,964**

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

### 3. Reserve Fund Investment:

- a. The CSA-69 reserve is part of the County Investment Pool which the San Diego County Treasurer-Tax Collector's office is responsible for managing. CSA-69 is included in the County funds listed under the Service Area Districts and is sometimes referred to as *special revenue funds*.

**Action Item:** *Adria Cavanaugh will provide the CSA-19 members the September 2013 investment statement*

**Action Item Follow-up:** September 2013 investment statement is attached.

- b. The Pooled money Fund Investment Policy defines the objectives of the fund such as safeguarding the principal, meeting the liquidity needs of the participants and achieving an investment return within the parameters of prudent risk management.
- c. Jim Bingham asked if there was going to be a parcel increase.

***Action Item: Adria Cavanaugh follow-up to Mr. Bingham's question regarding parcel increase.***

***Action Item Follow-up:*** There are 20 less taxable parcels in 2013/2014 most likely attributed to the change in the status of the dwelling from "taxable" to "exempt".

- d. Impact on the Benefit Fee from a proposed housing project located across from West Hills High School in Santee was mentioned. The homes would be located in the City of San Diego but maybe annexed into CSA-69. There is a possibility of 400 homes which would contribute to \$20,000 additional funds considering non-resident vs. resident fees.

## **B. Budget Subcommittee Report**

The Budget Subcommittee will meet prior to the CSA-69 Advisory Committee meeting on February 13, 2014. Members currently listed on the Budget Subcommittee are Warren Savage, James Bingham, Kevin Howe and Pat Chambers. Lakeside and Santee Fire Department representatives attend as well. Dave Richards, San Miguel Fire Protection District representative would also like to attend the Budget Subcommittee.

## **V. STAFF/AGENCY REPORTS**

### **A. Administrative Report (Marcy Metz)**

1. Diane Ameng, EMS Quality Assurance Specialist, will be the EMS liaison to the CSA agencies.
2. The State Medical Healthcare Exercise will be conducted on November 21, 2013, from 8:00 – 2:00. The EMS Department Operations Center (DOC) will be activated. The scenario is centered on a food borne illness.

The exercise will test a 30% absentee rate among healthcare staff, communication, investigation and medical surge.

Hospitals that receive grant funding through the Hospital Preparedness Program (HPP) will be participating. The County Office of Emergency Services (OES) will have representatives at the EMS DOC.

**B. Medical Director's Report (Marcy Metz for Dr. Haynes)**

1. The flu season is at expected levels. Vaccination is important to prevent infection of patients and to keep healthcare personnel well during the flu season.
2. The Health Capacity Taskforce met and had recommendations to add to the County's Capacity Plan. Dr. Wooten is drafting a letter for healthcare workers to receive Jury Duty postponements during the flu season.
3. Sidewalk CPR for 2014 is schedule on Thursday, June 5, 2014.
4. Community Paramedicine: EMS Authority letters of intent from San Diego County
  - Carlsbad Fire's project involves alternate destination transport of Kaiser patients to a Kaiser clinic, or a hospital emergency department. The Kaiser would have an emergency physician working in the urgent care area with advanced x-ray imaging and lab testing.
  - The City of San Diego currently has a Resource Access Program working with frequent 911 users. Their project would be an Enhanced Resource Access Program (E-RAP) which expands the paramedic scope of practice to transport to alternate locations, release patients on scene and make referrals.

The completed applications should be ready by the middle of December for the 13 pilot projects that were provisionally approved throughout the State.

**C. Agency Reports (Jim Kirkpatrick reported for Lakeside and Santee)**

1. Both Santee and Lakeside are looking at new PCR software which is similar to the Tap Chart System used with the City of San Diego. The software shares information with Whitman and is currently used by Chula Vista and San Miguel.
2. Introduction: Bob Robeson, a retired Cal Fire Division Chief, serves the Lakeside District as a volunteer liaison officer with the Fire Safe Councils and Community Activities.
3. Lakeside has sent one ambulance for a remount. It is anticipated to have that ambulance back in January/February. Santee has also one of their units for a remount. When those are returned a process will be started for purchasing a new unit.
4. Lakeside has purchased eleven (11) new Zoll X series monitors and will make the conversion from the E series to the X series. Benefits will be Wi-Fi transmission of 12 lead EKGs. The monitors are due mid-December. Training dates have been scheduled for the paramedics. This will aid in PCR transmission, uploading from billing, 12 lead transmission to the hospital and possibly a direct connection to the EMS Hub.

5. Lakeside calls have slowed down slightly due to the end of summer. They are ready for the flu season. Over 80% of staff has had a flu vaccination.

#### **VI. NEW BUSINESS**

There was no new business to discuss. At the next meeting there will be discussion on budget information and election of officers.

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

The next CSA-69 Advisory Committee will meet on Thursday, February 13, 2014 at 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 4:45 pm.

Submitted by

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