



# County of San Diego

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CSA-17 Budget Subcommittee  
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## **CSA-17 BUDGET SUBCOMMITTEE MEETING** **Minutes** **Tuesday, January 14, 2014**

### **Members Present**

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

### **Agency Representatives Present**

Daigle, Mike – Encinitas Fire  
Michel, Tony – Rancho Santa Fe Fire  
Stein, Mike – Encinitas Fire

### **County Staff Present**

Brewton, Linda  
Cavanaugh, Adria  
Smith, Susan

### **Recorder**

Wolchko, Janet I.

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

Mark Muir, Chairperson called the meeting to order at 3:08 pm.

## **II. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

### III. FINANCIAL REPORT

#### Adria Cavanaugh

##### A. Revenue FY 2013/14 year-to-date

Property Tax	\$ 432,549
Benefit Fee Taxes	363,103
Interest/adjustment/other	1,718
Transport Fee (resident and non-resident)	<u>1,139,514</u>
<b>Total Revenue</b>	<b>\$1,936,884</b>

##### B. Expenditures FY 2013/14 year-to-date

Rural Metro	\$1,610,784
City of Encinitas	17,875
City of Del Mar	4,278
City of Solana Beach	8,129
Wittman Enterprises, LLC	47,386
County Admin Services	32,429
Equipment Purchase	115,000
North County Dispatch	<u>3,750</u>
<b>Total Expenditures</b>	<b>\$1,839,631</b>

**Ambulance Transport Services:** The new contract with AMR for ambulance transports total \$1,678,050 for the remaining FY 2013/14, keeping within the \$3.4 million budgeted.

### IV. REVIEW OF SALARY/BENEFITS PACKAGE FOR CSA17 EMS COORDINATOR

- A. Tony Michel, Rancho Santa Fe Fire Protection District, provided a comparison range of salary and benefits for the EMS Coordinator position.

Current compensation (comp) package includes actual earnings and the value of benefits for FY 2012/13.

1. Comments:

- Last year \$7,420 was added for single payer insurance for a total comp of \$127,420. County reimbursement to Rancho Santa Fe (contract) as of January is retroactive to July 1, 2013.
- Current compensation and projections included salary and benefits. Benefits include medical, dental and vision.
- Medical reimbursement/health savings account – up to \$4,500 Medical Savings/Health Retirement Account (HRA).
- Previous increase included fuel, maintenance (previously paid by SDMSE) and replacement of the vehicle provided for the EMS Coordinator. (\$15,750 annually).
- Salary adjustments were 3% increase and single medical coverage reimbursement.

**Motion was made by Mark Muir, seconded by Barb Cerny to include a cost of living raise for the CSA-17 EMS Coordinator. After discussion, the motion was dropped in order to explore other options/considerations available to the Board.**

2. Discussion topics included:
  - Long term recommendation versus 3%.
  - Benefit coverage level.
  - Cost of living.
  - Private contractor costs and options of cost containment, public versus private, to keep down costs.
3. The Subcommittee suggested CSA-17 Board members discuss a long term proposal in closed session before the CSA-17 Advisory Board meeting in February. Brown Act rules will be reviewed regarding closed session criteria.

**After review of the Brown Act, it was determined that the subject matter to be reviewed does not fall under the purview of a closed session meeting.**

## V. BUDGET APPROPRIATION FOR FY 2014/15

### A. Revenue FY 2014/15 Budget Build

Property Taxes	\$1,022,891
Benefit Fee Taxes	1,463,604
Interest/adjustment/other	14, 775
Transport Fee (resident and non-resident)	<u>1,887,907</u>
<b>Total</b>	<b>\$4,389,177</b>

**Property Tax:** Revenue from property taxes has been stable over the last five (5) years. It is recommended to keep the actual amount of \$1,022,891 from FY 2012/13 as the property tax projection for FY 2014/15 Budget Build.

**Benefit Fee:** The Consumer Price Index (CPI) is used to increase or decrease the benefit fee, typically increasing between 1-3% per year. The CPI has not been released for the next year; therefore, the projected amount is based on the actual from FY 2012/13 of \$1,463,604. The CPI comes out January 16, 2014.

**Ambulance Transport:** Revenue from transports of residents and non-residents for FY 2014/15 Budget Build is projected to remain the same as the FY 2012/13 year-to-date actual, at \$1,887,907.

**Billing Services:** FY 2012/13 billing services are currently at \$114,000, five (5) percent of the net revenue. The contract for billing services with Wittman Enterprises expires on June 30, 2014 and includes an additional six-month option to extend to December 31, 2014.

### B. Expenditures FY 2014/15 Budget Build

American Medical Response	\$3,356,100
Rancho Santa Fe Fire Protection District Total	\$ 204,034
<ul style="list-style-type: none"> <li>• First Responder and Defib.</li> <li>• Coordinator Salary &amp; Benefits</li> <li>• Vehicle costs for Coordinator</li> <li>• Admin expenditures for Coord.</li> </ul>	<ul style="list-style-type: none"> <li>\$ 46,764</li> <li>127,420</li> <li>15,750</li> <li>14,100</li> </ul>

City of Encinitas	\$ 79,878
City of Del Mar	19,372
City of Solana Beach	25,294
Wittman Enterprises, LLC	130,000
County Admin Services	215,000
North County Dispatch	15,000
Misc. Mutual Aid	<u>20,000</u>
<b>Total</b>	<b>\$4,064,678</b>

**Ambulance Transport Services:** The new contract for ambulance transport with AMR will total \$3,356,000 for FY 2014/15 and increase to \$3,472,146 in FY 2015/16.

**First Responder’s Contracts:** Continue to budget at the FY 2013/14 amount with the exception of Rancho Santa Fe due to possible modifications in EMS Coordinator position costs. A \$10,000 placeholder was added to the budget for the EMS Coordinator Salary & Benefits to have appropriations available for FY 2014/15.

**Dispatch Services:** Continue to budget at \$15,000 for FY 2014/15.

**Mutual Aid:** Recommend to budget at \$20,000 for FY 2014/15 as there are current contracts in place for these services.

**County CSA Administration:** FY 2014/15 projected budget will be the same amount as it was for FY 2013/14, at \$215,000. This includes interdepartmental services fees from the Department of Purchasing and Contracting, County Counsel fees, Public Works and Willdan Financial.

C. The County is currently working on an eight (8) year financial forecast report to present at the CSA-17 Advisory Board meeting in February. Priority being the financial health of the CSA and avoiding an increase in ambulance transport fees while maintaining cash flow to cover contracted services.

D. Comments on the Budget Build report:

- There has been a 3.6% increase estimated for property tax.
- The Reserve account includes 120 days of coverage for operating expenses. It was noted that the County Parks and Recreation Department reserve policy also has 120 day reserve for operating expenses.
- Benefit fee increased last year by 1.60% and the previous year was increased by 3.03%. County staff is waiting for release of the CPI for the next year which is expected by the February meeting.
- County CSA administration service time charge included charges associated with the RFP meetings and reports.

Recommendation to accept the Budget Appropriations will be brought to the CSA-17 Advisory Board meeting in February.

**E. Additional agenda items for the CSA-17 Advisory Board:**

- Reserve account policy history and projection.
- Life Guard Training.

**VI. ADJOURNMENT**

Meeting adjourned at 4:45 pm.