



County of San Diego

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CSA-17 Advisory Committee
Sherryl Parks, Chair/Barb Cerny, V-Chair
c/o Emergency Medical Services
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CSA-17 ADVISORY COMMITTEE MEETING **Minutes** **Tuesday, November 4, 2014**

Members Present

Cerny, Barbara – Torrey Pines Community Planning Group
Kranz, Tony – City of Encinitas (Alt)
Muir, mark – City of Encinitas
Parks, Sherryl – City of Del Mar
Tanner, John – Member-at-Large
Stine, Tucker – Rancho Santa Fe FPD (Alt)
Zovanyi, Peter – Member-at-Large

Agency Representatives Present

Austin, David – American Medical Response (AMR),
CSA Manager
Daigle, Mike – Encinitas Fire Department
Gibbs, Mike – Rancho Santa Fe Fire
Michel, Tony – Rancho Santa Fe Fire

Agency Representatives Present (con't)

Morton, Chuck – San Marcos Fire Department
Stein, Mike – Encinitas Fire Department
Twohy, Frank – Elfin Forest Fire

County Staff Present

Ameng, R.N., Diane
Brewton, Linda
Haynes, M.D., Bruce
Leverson, Jim
Metz, R.N., Marcy
Taylor, John – San Diego LAFCO
Wolchko, Janet I. (Recorder)

I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Sherryl Parks, Chair called the meeting to order at 4:05 p.m.

II. APPROVAL OF MINUTES

A motion was made by Peter Zahn, seconded by Barb Cerny to approve the CSA-17 Advisory Committee minutes from August 5, 2014. Motion carried.

III. PUBLIC COMMENTS/PETITIONS

Mr. Robert Keiholtz asked to speak regarding ambulance transport services he received on July 23, 2014. Mr. Keiholtz will submit backup documents regarding the transport to EMS for review.

Action Item: Place agenda item regarding mileage and procedure of transports on the February 2015 agenda.

V. MANAGEMENT TEAM REPORT

A. Budget and Finance Report – Linda Brewton

1. Revenue Year to Date 2014/15

Ambulance Transports Year-to-date		\$ 635,000
Residents	\$ 368,000	
Non-Resident	<u>\$ 267,000</u>	
Benefit fee		\$ 0
Property Tax		\$ 29,000
Interest and Miscellaneous		<u>\$ 3,000</u>
Total Revenue		\$ 667,000

Revenue for July through October is down 17% from the previous year. This is driven by declines in resident and nonresident transport fees for the first quarter FY 2014/15. Transport fees can be down on a short term basis while the overall trend is up; it is too soon to tell if the Q1 results are indicative of a longer term trend.

For the first quarter of FY14-15, Resident transports are up 21%, nonresident down by 11%, as compared to the historic average. Cash received for transports are trending down 3% for residents and 10% for nonresidents.

2. Expenses Year to Date 2014/15

Ambulance		\$ 863,000
Dispatch Services		\$ 4,000
Billing & Collection Services		\$ 17,000
County – Admin Services		<u>\$ 6,000</u>
Total Expenses		\$ 890,000

Expense growth is up 61% from the prior year at this time. Expenditures are fixed priced contracts. Any variations are due to time of difference when invoices are received and processed.

3. Wittman billing contractor was rehired and lowered their fee schedule to 4% of net collections from 5% in the previous year.
4. Reserve balance was tracked by actual, projected, and from FY 09/10 through FY 17/18. Last year the committee raised the required reserve from 120 days of expenses to a range of 180 days. The reserve target of 180 days in the reserve was reached last fiscal year. There was a request to provide monthly updates by quarter.

B. Administrative Report - Marcy Metz

1. San Diego County has two (2) Community Paramedicine (CP) pilot projects that are being considered by the State. The State submitted the applications to OSHPD which is the approval body for any type of pilot project involving healthcare providers. The projects are due to be approved on or before November 12, 2014. Staff recommendation to the Director of OSHPD was to approve the projects with certain provisions including patient safety, standardized training, evaluation and data collection.
2. November 20, 2014 is the Statewide Medical Health Exercise where hospitals participate in hospital preparedness programs (HPP). The scenario will be an Ebola infectious disease where a suspected Ebola patient will arrive in the hospital emergency departments. The EMS MOC/DOC will be activated for the drill.

C. Medical Director's Report - Bruce E. Haynes, M.D.

1. Ebola Outbreak:
 - Three countries impacted by Ebola are Sierra Leone, Guinea and Liberia. Nigeria and Senegal were able to prevent new cases through isolation and management of patients.
 - Currently there have been 14,000 cases of Ebola and 5,000 deaths in Western Africa.
 - Ebola is passed on through direct contact of bodily fluids from someone who is close to death, contaminated objects that were used, or infected animals. It is not transmitted through air, food or water. Early symptoms include a fever (8 to 10 days after the exposure), headache, diarrhea, vomiting, weakness, stomach pain, lack of appetite, unexplained bleeding and joint pain.
 - Individuals that travel from the three Ebola impacted countries are screened in West Africa, Europe and U.S. San Diego has had three (3) low risk cases that are being monitored. Screening and monitoring is done by the community epidemiology department which is available to take calls 24 hours a day.
 - Transport options for a suspected Ebola case could go by 911 with crews in protective gear. AMR, Rural Metro the City of San Diego have specialized teams that can be called for transportation to a hospital or by interfacility transfer (IFT). These agencies have had special training in management of PPE, safety and transporting Ebola patients.
 - Field advisories have been sent out and protocols for the field are being reviewed.

Discussion topics included:

- Process and procedures to use in the field for CSA-17.
- Public communication and information.

D. Paramedic Provider Report – Dave Austin

1. AMR quarterly reports for July, August and September were distributed and sent out prior to the meeting. The quarterly reports were reviewed for the Advisory committee.

Monthly summaries on number of calls, transports and response time performance were given for the quarter.

2. Community Service and Public Education Reports:

Milestones/highlights:

- Project PulsePoint - as of October 3rd the County reported 10,549 individuals were registered on PulsePoint.
- Preparation for the March 2015 countywide disaster drill in Carlsbad.
- Ebola preparation, Chief Davidson and AMR have developed a curriculum to serve both public and private parties in the CSA for November.

Continuing Education conducted by Mary Murphy, Joe Russo and Don Sullivan:

- July - pit crew CPR
- August - IO and capnography cardiac monitor procedure
- September - domestic violence and internal defibrillators

3. Pat Pellitier is the new AMR clinical manager.
4. Don Sullivan was thanked for working with the Chiefs and Mary Murphy since August.
5. AMR continues to have their stakeholder meetings and continues to monitor the community services that are provided in CSA-17.
 - Blood pressure clinics are held on a monthly basis at senior centers.
 - There have been 591 hours of community service with over 6,000 people served, of which 5,510 have been trained in CPR.
 - Cardiac Arrest Registry to Enhance Survival (CARES) started in January. CSA-17 to date has had 48 cardiac arrest patients.

E. Operations Report – Mike Gibbs

1. The EMS Coordinator has been involved with County Annex D procedures and purchasing new AEDs and new hire testing for firefighter paramedics in CSA-17. The EMS Coordinator has also assisted with coordinating an MCI drill that was specific to sand entrapment along the beach working with San Diego City and local lifeguards training at Rancho Santa Fe and Encinitas Station 5.

MCI was covered as well as the major medical response procedure, Sidewalk CPR was taught to 900 individuals at a school by the EMS Coordinator and Encinitas Fire Fighters.

2. October is Fire Prevention month.

VI. ANNEXATION OF CSA-107 (Elfin Forest/Harmony Grove) – Marcy Metz

A. Review of Activities.

The proposed annexation of CSA-107, Elfin Forest/Harmony Grove, into CSA-17 for emergency medical services has been discussed at the last two quarterly Advisory Committee meetings. EMS initiated the Annexation Impact Analysis months ago and it is now complete. Representation from San Diego LAFCO and Rancho Santa Fe were invited to present the information on the application to annex CSA-107 into the Rancho Santa Fe Fire Protection District (RSFFPD).

B. Local Agency Formation Commission (LAFCO)

1. Rancho Santa Fe Fire Protection District LAFCO Applications - Chief Michel

- Reorganization with CSA-107 fire and emergency services
- Application has been submitted to LAFCO by RSFFPD for fire protection and emergency services, but not ambulance services which are a County service. LAFCO reviews the application regarding service items that may need to be modified or included in the application.
- County staff has been reviewing what the impact of annexation would be on CSA-17. This annexation issue was addressed to the CSA-17 Advisory Board two years ago by Chief Twohy.
- CSA-17 resources were considered by utilizing mutual aid with the County.

2. LAFCO Process/Preliminary Report - John Traylor

- The process for annexation was reviewed by LAFCO and the affected agencies, the County, Rancho Santa Fe and CSA-107.
- The affected and neighboring jurisdictions were provided with a comment period during the application process. Comments were due on November 3rd.
- Impact on CSA-17 as an ambulance transport provider in expanding and annexing the unserved area was reviewed. All effected agencies will have input regarding the impact on the community.
- The application will go to the LAFCO Commission who will make a ruling. After 30 days there will be a hearing. During the process there is a timeframe where the County of San Diego will negotiate property tax transfer to RSFFPD.

3. Discussion topics included:

- Property tax of 1% for new residents in Harmony Grove will be a condition in the application.
- Response time and response criteria, location of the fire station, EMS and first responder services.

C. EMS Impact Analysis

1. The purpose of the Impact Analysis is to evaluate the impact on the CSA-17 ambulance transportation component regarding the proposed annexation of CSA-107 (Elfin Forest/Harmony Grove) into CSA-17. Components of the report review the historical number of ALS, projected number of calls of transports and estimated ambulance response time for the area.
2. Background geographic area of CSA-107 and the unincorporated communities of Elfin Forest and Harmony Grove were provided. The area currently includes 400 rural homes, the Elfin Forest recreation reserve, Olivenhain emergency reservoir and a current population of approximately 1,800.
3. Services are supported by the voter approved benefit fee. Part of Elfin Forest is included in CSA-17 for ALS but there is an area that is unserved unless there is annexation. The Harmony Grove Developer has plans to build a second fire station in the Harmony Grove Village area and through the Rancho Santa Fe FPD application there would be a paramedic first responder at that station.
4. The Harmony Gove housing development area and maps were reviewed.
5. 2012 estimated responses and transports show less than 1% of the CSA current volume. Projected transports in Harmony Grove will be less than one (1) transport every five (5) days.
6. Revenue from CSA-17 comes from property taxes, parcel taxes, nonresident transportation fees and resident transportation fees. Parcel tax will apply to the new area in Harmony Grove. The property tax formula already in place for the CSA is 0.299% of 1% of the property tax. The projected development of approximately 742 homes tax revenue of the two sources would be about \$54,000.

The Fire Chiefs from neighboring Escondido and San Marcos have agreed in theory and concept with this annexation. If approved, CSA-17 and the neighboring communities will need to enter into mutual aid agreements in order to provide coverage during times of system stress.

The fiscal impact of this annexation will be budget neutral base on the anticipated parcel tax and property tax revenue. It is anticipated that these revenues will offset costs associated with mutual aid.

7. Discussion topics included:
 - Payment and Mutual aid.
 - Existing population burden. Existing property tax to CSA 17 currently in place and if it will apply to the property owners annexed.
 - Service impact to the current CSA area.

D. Recommendation:

Recommendation is to move forward by approving a LAFCO application for annexation of CSA-107 into CSA-17 for EMS transportation service.

A motion was made by John Tanner, seconded by Peter Zovanyi to proceed with the application process to include additional terms and conditions during the committee discussion regarding future expansion to the area and its impact on the current CSA-17 area.

Discussion on motion: CSA-17 Advisory Committee continued discussing terms and conditions on the fiscal and operational impact to CSA-17.

A subsidiary motion was made to continuing the discussion drafting the terms and conditions that may be part of the CSA-17 LAFCO application for annexation of CSA-107 at the next Advisory Committee meeting in February 2015.

VII. OLD BUSINESS/FUTURE AGENDA ITEMS

- A. Proceed with discussion on the annexation of CSA-107 Elfin Forest/Harmony Grove into CSA-17 for emergency medical services.

VIII. SET NEXT MEETING/ADJOURNMENT

The meeting was adjourned at 4:55 p.m. Next meeting will be February 3, 2015.

Submitted by

Janet I. Wolchko, Administrative Secretary

County of San Diego Emergency Medical Services