



# County of San Diego

**NICK MACCHIONE, FACHE**  
DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY  
PUBLIC HEALTH SERVICES  
EMERGENCY MEDICAL SERVICES  
6255 MISSION GORGE ROAD, MAIL STOP S-555  
SAN DIEGO, CA 92120  
(619) 285-6429 • FAX (619) 285-6531

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

CSA-17 Advisory Committee  
Sherryl Parks, Chair/Barb Cerny, 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, February 4, 2014**

### **Members Present**

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

### **Agency Representatives Present**

Austin, David – American Medical Response (AMR),  
CSA Manager  
Baudoin, Maddie - AMR  
Daigle, Mike – Encinitas Fire  
Gibbs, Mike – Rancho Santa Fe Fire  
Johnson, Wayne – Rural Metro  
Michel, Tony – Rancho Santa Fe Fire  
Murphy, Mary – CSA-17 Fire

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

Rice, Mike – Operations Manager, AMR  
Russo, Joe – AMR CSA-17  
Schwartz, M.D., Brad – AMR Medical  
Director  
Twohy, Frank – Elfin Forest Fire

### **County Staff Present**

Ameng, R.N., Diane  
Brewton, Linda  
Cavanaugh, Adria  
Haynes, M.D., Bruce  
Smith, R.N., Susan

### **Recorder**

Wolchko, Janet I.

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

Pledge of Allegiance

Mark Muir, Chair called the meeting to order at 4:01 p.m. All members were present with the exception of the representative from City of Solana Beach.

**II. APPROVAL OF MINUTES**

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

**III. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

**IV. ELECTION OF CSA-17 CHAIR AND VICE-CHAIR**

Motion was made by Mark Muir, seconded by Peter Zovanyi to elect Sherryl Parks as CSA-17 Advisory Committee Chair and Barb Cerny as CSA-17 Advisory Committee Vice-Chair. Motion carried.

**V. MANAGEMENT TEAM REPORT**

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

1. FY 2013/2014 Year-to-Date Revenue

|   |                   |                     |
|---|-------------------|---------------------|
| Ambulance Transports                          |                   |                     |
| Residents                                     | \$ 1,032,328      |                     |
| Non-Resident                                  | <u>\$ 263,306</u> |                     |
| <b>Ambulance Transport Total Year-to-date</b> |                   | \$ 1,295,634        |
| Benefit fee                                   |                   | \$ 863,049          |
| Property Tax                                  |                   | \$ 597,171          |
| Interest and Miscellaneous                    |                   | <u>\$ 14,316</u>    |
| <b>Total Revenue</b>                          |                   | <b>\$ 2,770,170</b> |

As of January 30, 2013 there was an increase of \$22,788 in total revenue compared to the same period in the prior year.

2. FY 2013/2014 Year-to-Date Expenditures **\$ 1,817,254**

Expenditures are higher than at this time last year. The increase was driven by the timing of invoice payments and an increase in Rural Metro payments in the prior six (6) months.

3. Budget Forecast

- FY 2013/14 through FY 2021/22, expenses are projected to increase by 2.5%, revenue projected increases are 3.0%.
- Using the projected expenses and assuming the fund balance grows by approximately \$200,000 per year, the reserve is expected to reach \$1 million by FY 2015/16

4. FY 2014/2015 Proposed Budget:

FY 2014/2015 First Responder contract budgets remains steady. Rancho Santa Fe proposed expenditures included a 5% increase as a placeholder pending the Budget Subcommittees recommendation regarding the EMS Coordinator position. AMR contract RFP proposal expenditures are \$3,356,100.

5. Clarification was given on the County Administrative contract budget and the placeholder of 5% for the EMS Coordinator position.

**A motion was made by Nancy Hillgren to accept the budget with the 5% placeholder, seconded by Peter Zovanyi.**

Discussion on the motion: It was recommended to add a Cost-of-Living Adjustment (COLA) to this year's budget for the EMS Coordinator position and to have Rancho Santa Fe Fire Protection District present information on the EMS Coordinator position the next CSA-17 Advisory Committee meeting.

**By previous motion, CSA-17 members voted to approve the FY 2014/2015 Budget Proposal. Motion carried with one abstention.**

**B. Administrative Report - Bruce E. Haynes, M.D for Marcy Metz.**

Life Guard Training

When CSA-17 was established, services were intended for ambulance and paramedics. Life Guard mandatory training service was not part of the CSA-17 agreement.

The role of EMS includes a cooperative relationship with different employers such as Operations, Law Enforcement organizations, ambulance companies, paramedic providers, and fire fighters. This does not preclude Life Guards, and/or incorporating them as part of the system in planning and involvement during an emergency.

*Action Item:*

*Investigate the requirements for CSA to integrate services to include Life Guards and funding for monitoring of required classes and education.*

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

1. The State EMS Authority recognizes people across the State of California each year by presenting Community Service and Distinguished Service Awards. The following people were recognized from CSA-17:
  - Dave Austin of AMR received the Distinguished Service Award.
  - Ennis Jackson, paramedic, received a Community Service Award.

2. Flu season is not as bad as predicted. Influenza is higher with cases of pneumonia. This season there have been 20 flu related deaths. H1N1 which is included in this year's vaccine is the predominate strain.
3. The County as well as the rest of the country has been confronted with shortages of drugs. Alternative ways of administering and giving medication is used due to the shortages. The most recent shortage is with saline fluid.

#### **D. Paramedic Provider Report – Dave Austin, AMR CSA Program Manager**

1. Since the implementation of the CSA-17 contract, AMR has procured ambulances, medical equipment, and has hired 33 additional paramedics and EMT's. The mutual aid agreement between AMR and Rural Metro agencies allowed a smooth transition of services in the CSA area.
2. Basic Incident Command System (ICS) principles were used to establish an Incident Action Plan. The ICS management team is led by Mike Rice, AMR Operations Manager. Branch leaders are located at each of the stations where ambulances are assigned.
3. AMR deployment:
  - Solana Beach Station 1 (1-24 hour) paramedic unit and a reserve ambulance.
  - Encinitas Station 2, shared unit (12 hour). Staffed with AMR and fire partners.
  - Encinitas Station 5.
  - Rancho Santa Fe Station 1, 2 and 4.
4. Transition highlights:
  - There are seven (7) new modular ambulances with Mobile Data Computer (MDC) terminals and GPS.
  - EKG equipment, Life Pack (LP) 15 monitors are on loan. Monitors will be selected to have the same equipment used by the First Responders in the CSA.
  - Supervisors are available 24 hours 7 days/week. Supervisors are Paramedics, can respond with an ALS equipped First Responder vehicle, are ICS trained and help crews with the resupply and QA/QI monitoring process.
  - Billing interface is arranged with Whittman Enterprises.
  - QA process includes: First Watch alerts regarding mutual aid, email alerts concerning medication given to patients, additional triggers for cardiac arrest and chart audits.
  - Community Service/ED outreach includes blood pressure (BP) screenings, CPR programs and the County's *Live Well San Diego* initiative.
  - Call information included: 563 responses, 437 transports, six (6) mutual aid inbound to CSA during the month, 28 mutual aid outbound, zero (0) BLS move-ups, and zero (0) units out of service.

5. Milestones:
  - MDC's were delivered to North Communications services on December 31, 2013. All were online by January 22, 2014.
  - There was a community BP screening event in Encinitas on January 3, 2014, as well as a compression only CPR class.
  - First Watch exception reporting went online January 6, 2014.
  - AMR met with the County on January 10, 2014 regarding compliance reporting and mutual aid.
  - Mary Murphy and AMR gave an in-service in Elfin Forest on January 14, 2014.
  - First series of CE classes for the First Responders were on January 22, 24 and 28, 2014.
  
6. Quality Assurance (QA) Program – Joe Russo, R.N.  
AMR's QA program includes First Watch/First Pass Triggers, patient care reviews, Pediatric Advanced Life Support (PALS), Advanced Cardiac Life Support (ACLS) courses, and Prehospital Trauma courses.
  
7. Cardiac Arrest Registry to Enhance Survival (CARES) - Brad Schwartz, M.D., AMR Medical Director  
CSA-17 is part of the CARES national data base that collects information from prehospital and hospital environments, and provides agencies with data regarding post hospital care to improve survival outcomes.
  
8. Community Education and Services - Maddie Bavdion, AMR Manager of Government and Community Affairs.
  - Community Education and services include injury and illness prevention, free BP checks and compression only CPR.
  - *Love your Heart Day* on February 14, 2014 will provide free blood pressure screenings to the public at selected sites throughout San Diego County.
  - There are three training locations in the CSA-17 area, Rancho Santa Fe Fire Department at Forest Ranch Village Center, Rancho Santa Fe Senior Center and Encinitas Senior Center.
  
9. Paramedic Provider report discussion topics:
  - 24 hour supervisor staffing qualifications.
  - Education program and public awareness curriculum including hot topics.
  - Operation call volumes, call distribution and mutual aid calls.

#### **E. Operations Report - Barb Cerny**

1. Operations discussed funding and requested more specific information regarding what agency funds are to be used for, and if they should be separate from City General Funds.

***Action Item: Agencies to report on how the CSA-17ALS First Responder funds are spent (Operations Subcommittee June 2014).***

2. Transportation rates for mutual aid transport, changing usual and customary charges in the area, non-resident user rate and fee ordinance provider rates were discussed.

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

- A. Dr. Haynes thanked Wayne Johnson and Rural Metro for their service to the CSA-17 area and their cooperation with AMR during the transition.
- B. The County has scheduled a *Sidewalk CPR Day* event on June 5, 2014. Stations will be set up throughout the County to teach bystanders chest compressions only CPR.

## **VII. FUTURE AGENDA ITEMS**

- Life Guards CE education and training.
- EMS Coordinator position presentation that was previously given at the Budget Subcommittee.
- Operations fund allocation.

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

The meeting was adjourned at 5:34 p.m.

The next CSA-17 Advisory Board meeting is scheduled for Tuesday, May 6, 2014 at 4:00 p.m.

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