

County Service Area 17 (CSA-17) - 2008 Meeting Minutes

[CSA-17 Advisory Committee Meeting Minutes - Tuesday, February 5, 2008](#)

[CSA-17 Advisory Committee Meeting Minutes - Tuesday, May 6, 2008](#)

[CSA-17 Advisory Committee Meeting Minutes - Tuesday, August 5, 2008](#)

[CSA-17 Advisory Committee Meeting Minutes - Tuesday, November 4, 2008](#)

[CSA-17 Advisory Committee Special Meeting Minutes - Tuesday, December 12, 2008](#)



County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES

1700 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417
(619) 531-5800 FAX (619) 515-6707

JEAN M. SHEPARD
DIRECTOR

NANCY BOWEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

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

CSA-17 Advisory Committee
Maggie Houlihan, Chair/Tom Hickerson/Vice-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 5, 2008

Members Present

Campbell, Tom – City of Solana Beach
Cerny, Barbara – Torrey Pines Comm. Plng. Grp.
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.
Hilliard, Carl – City of Del Mar
Houlihan, Maggie – City of Encinitas
Marquardt, Larry – Member-at-Large
Zovanyi, Peter – Member-at-Large

County Staff Present

Haynes, M.D., Bruce
Pate, R.N., Rebecca
Thomas, R.N., Pauline
Wegner, Heather
Yaghmaee, Saman

Recorder

Rupp, Merle

Members Absent

None

Guests Present

Abelman, Dismas – Cities of Solana Beach/Del Mar
Barker, Nona – Elfin Forest Fire
Byzak, Aaron – Supervisor Pam Slater-Price
Davidson, Bret – Rancho Santa Fe Fire Prot. Dist.
Gilligan, Matt – S.D. Medical Services Enterprise
Johnson, Wayne – S.D. Medical Services Enterprise
Michel, Tony – Rancho Santa Fe Fire Prot. Dist.
Muir, Mark – Encinitas Fire
Olejnik, Lorelee – S.D. Medical Services Enterprise
Pavone, Chief Nick – Rancho Santa Fe Fire Prot. Dist.
Tanner, John – Rancho Santa Fe Fire Prot. Dist.
Twohy, Frank – Elfin Forest Fire
Ward, Darrin – Encinitas Fire

I. INTRODUCTIONS AND ANNOUNCEMENTS

Maggie Houlihan, Chair, brought the meeting to order at 4:00 p.m. Attendees introduced themselves.

II. APPROVAL OF MINUTES – November 6, 2007

From the previous minutes, the Approval of Minutes was seconded by Tom Campbell, rather than Tom Slipper.

With the above-mentioned correction, MOTION made by Larry Marquardt, Seconded by Peter Zovanyi to approve the Minutes of November 6, 2007 as submitted.

III. PUBLIC COMMENTS/PETITIONS

None.

IV. MANAGEMENT TEAM REPORT

A. Financial Report (Saman Yaghmaee)

Total Expenditures Year-to-Date was reported at \$775,020.57. Total Revenues are \$840,082.92, signifying a net surplus of \$65,062.35. Current assets are \$1,907,368.97.

One of the Board Members mentioned it was helpful for Board members to see what the reserves were at the beginning of the fiscal year in order to know what the starting balance for CSA-17 was, and also helpful to see the figures from fiscal year to fiscal year. It was requested that a simpler one-page report be added showing this information. **ACTION: Mr. Yaghmaee agreed to provide that for the future.**

B. Administrative Report (Bruce Haynes, M.D.)

Marcy Metz, R.N., continues to serve as Interim Chief for EMS. She has been serving on a grand jury every Tuesday for the last few months which is why she was not able to make this meeting today. Chuck Matthews has been appointed recently as Public Health Administrator for Operations. Dr. Haynes introduced Rebecca Pate, R.N., new EMS liaison to CSA-17. Ms. Pate came to EMS with a vast working experience in a number of San Diego County hospitals. Dr. Haynes also introduced Pauline Thomas, R.N., new County EMS disaster preparedness worker who worked at Paradise Valley Hospital for a number of years.

Dean Sidelinger, M.D., pediatrician from UCSD, recently came to work in County Public Health.

After-action work continues from the October, 2007 wildfires. A very productive meeting was held with nursing homes recently as they were not fully integrated into the system the same way in which the hospitals are. More than 100 people attended. Work is continuing in the shelter areas.

C. Paramedic Provider Report (Wayne Johnson, S.D. Medical Services Enterprise)

Contract Compliance Reports for September and October, 2007 had been distributed in the mailing packet; November and December, 2007 were distributed at this meeting.

Mobile data computers (MDC) with tracking systems have not been installed. The MARVLIS system currently in place only shows the unit's last location, and if that unit moves, dispatch doesn't know it.

Twelve Automatic External Defibrillators (AED's) have been received by CSA-17 and the CSA fire chiefs and others will be recommending appropriate locations for their placement. Lorelee Olejnik, SDMSE Education Coordinator works with Project Heartbeat and can also assist in the location recommendations for the AED's.

Interviews will be conducted within the next week for the Nurse EMS Coordinator position.

D. Medical Director's Report (Bruce Haynes, M.D.)

The flu season has not been severe again this year; however, hospital emergency rooms have been busy with walk-ins. The Cardiac System continues to do well and a report will eventually be coming out on that. A new stroke policy has been written and some hospitals have been designated as Stroke Centers.

V. ANNUAL REPORT FOR CSA-17

ACTION: Deferred until CSA-17 meeting of May 6, 2008.

VI. STATUS REPORT RE: CSA-107 BEING ANNEXED INTO CSA-17

Two maps of CSA-17 and one map of CSA-107 were distributed thanks to Chief Mark Muir, Encinitas Fire. A meeting was held the past month with Dr. Haynes, Chief Muir, Elfin Forest Fire staff and some CSA-17 members regarding a letter that brought up the issue of public safety service requirements in the Elfin Forest area and who is responsible for providing the fire and emergency services. Currently BLS services are provided by EMT's in Elfin Forest but ALS service assistance is occasionally required from SDMSE.

The issue is now being reviewed by LAFCO (Local Agency Formation Commission), County Counsel and the County Department of Planning and Land Use at the present time. **ACTION: Carl Hilliard, City of Del Mar, will ask Bill Smith for an update on the issue and report back. Place on agenda for May 6, 2008 CSA-17 meeting.**

VII. CARLSBAD LIFEGUARD BILLING INCIDENT

Mr. Yaghmaee reported that he spoke with Linda Allington, R.N., Carlsbad Fire, regarding this incident and all personnel with Carlsbad Fire will be educated on not billing CSA-17 residents for service provided by Carlsbad Fire.

VIII. ELECTIONS FOR 2008 (Chair and Vice-Chair)

MOTION made by Peter Zovanyi, Seconded by Larry Marquardt to appoint Tom Hickerson as Chair of CSA-17 for 2008. MOTION carried.

MOTION made by Tom Campbell, Seconded by Larry Marquardt to appoint Barbara Cerny as Vice-Chair of CSA-17 for 2008. MOTION carried.

IX. SET NEXT MEETING/ADJOURNMENT

The next meeting was scheduled for Tuesday, May 6, 2008 at 4:00 p.m. at the Solana Beach City Hall Council Chambers. The meeting adjourned at 5:30 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary
County EMS



County of San Diego

JEAN M. SHEPARD
DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES

WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER
CSA-17 Advisory Committee
Tom Hickerson, Chair/Barbara Cerny, Vice-Chair
c/o Emergency Medical Services
6255 Mission Gorge Road
San Diego, CA 92120
(619) 285-6429 Fax: (619) 285-6531

1700 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417
(619) 531-5800 FAX (619) 515-6707

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

CSA-17 ADVISORY COMMITTEE MEETING

Minutes

Tuesday, May 6, 2008

Members Present

Campbell, Tom – City of Solana Beach
Cerny, Barbara – Torrey Pines Comm. Plng. Group
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.
Houlihan, Maggie – City of Encinitas
Marquardt, Larry – Member-at-Large
Zovanyi, Peter – Member-at-Large

County Staff Present

Metz, R.N., Marcy
Pate, R.N., Rebecca
Yaghmaee, Saman

Recorder

Rupp, Merle

Members Absent

Hilliard, Carl – City of Del Mar

Guests Present

Abelman, Dismas – Cities of Del Mar/Solana Beach
Davidson, Bret – Rancho Santa Fe Fire Prot. Dist.
Gilligan, Matt – S.D. Medical Services Enterprise
Johnson, Wayne – S.D. Medical Services Enterprise
Michel, Tony – Rancho Santa Fe Fire Prot. Dist.
Muir, Chief Mark – Encinitas Fire
Murphy, Mary – CSA-17
Olejnik, Loree – S.D. Medical Services Enterprise
Pavone, Chief Nick – Rancho Santa Fe Fire Prot. Dist.
Tanner, John – Rancho Santa Fe Fire Prot. Dist.
Twohy, Frank – Elfin Forest/Harmony Grove Fire

I. INTRODUCTIONS AND ANNOUNCEMENTS

Tom Hickerson, Chair, brought the meeting to order at 4:00 p.m. Attendees introduced themselves.

II. APPROVAL OF MINUTES – February 5, 2008

Maggie Houlihan, City of Encinitas, stated that the following items need to be noted for the minutes: 1) the tax rate areas being a critical issue was discussed in the CSA-107 status report; 2) the meeting held with Bruce Haynes, M.D., County EMS Medical Director, and Chief Mark Muir, City of Encinitas was also attended by Ms. Houlihan representing CSA-17 as the Chair; and 3) some of the areas of Elfin Forest are covered by both CSA-17 and CSA-107 so it's an area where some things are covered by one CSA and some by the other, and maybe should be included in a little more detail.

With the above-mentioned corrections and suggestions, MOTION made by Ms.

Houlihan, Seconded by Peter Zovanyi to approve the Minutes of February 5, 2008 as amended. MOTION carried.

III. PUBLIC COMMENTS/PETITIONS

None.

IV. MANAGEMENT TEAM REPORT

A. Financial Report (Saman Yaghmaee)

Mr. Yaghmaee distributed a handout representing the amounts of expenditures and revenues for the past five fiscal years in CSA-17. The graphs included time frames from July 1, 2007 to March 31, 2008 in the following categories; total revenues, revenue from benefit fee and others; revenue from tax collection and revenue from interest. Also attached was a fund balance report for four years from July 1, 2004 through July 1, 2007.

The Expenditure and Revenue by Object and Account report for two years dated April, 2007 and April, 2008, was mailed out ahead of time to members.

One Advisory Board member expressed concern regarding expenditures increasing over time due to operational costs, particularly if it's going to be a continuing trend. Mr. Yaghmaee added that the projection is for an additional \$600,000 in 2007-08 from benefit fees, however, some reserves may still need to be used.

B. Administrative Report (Marcy Metz, R.N., Chief)

Governor Arnold Schwarzenegger appointed Steven Tharratt, M.D., as the new State Director of the Emergency Medical Services Authority (EMSA). Dr. Tharratt has served at UC Davis Medical Center as Professor of Medicine and Anesthesiology and Vice-Chief in the Division of Pulmonary/Critical Care Medicine. Additionally, he has served as the Medical Director for Sacramento County EMS and the Sacramento County and City Fire Departments since 1995. He has also served as the Associate Regional Medical Director for the California Poison Control System since 1989. From 2000-2004 he was the Medical Science Advisor to the Governor's Office of Emergency Services and the Chief Medical Consultant for California EMSA.

C. Paramedic Provider Report (Wayne Johnson, S.D. Medical Services Enterprise)

Mr. Johnson distributed the March, 2008 Contract Compliance Report (January and February, 2008 were distributed by mail in the packets prior to the meeting). Compliance remains above 90% in all categories except for Elfin Forest.

On May 1, 2008, Unit 2391 was moved to Encinitas Fire Station. MDC's (Mobile Data Computers) are not operational yet, with agreements currently being reviewed by attorneys. All the pre-work plumbing has been completed.

It was requested that Loralee Olejnik, SDMSE Education Coordinator, talk to North

Coastal Health Services Women's and Children's Facility on Second Street in Encinitas to promote blood pressure screening for the elderly and over weight.

Automatic External Defibrillators (AED's) was discussed. New building construction will now be required to include AED's.

D. Medical Director's Report (Bruce Haynes, M.D.)

(Marcy Metz, R.N.): EMS has marked its one year anniversary of the Cardiac Receiving Centers program called STEMI. The door-to-balloon times for patients suffering heart attacks has been reduced by one-half to 62 minutes. This is a concerted effort on behalf of prehospital personnel and cardiologists.

Hospital offload delays continue to be monitored and reports are provided by the Hospital Association of San Diego and Imperial Counties and other prehospital providers as well. Delays are experienced in overwhelmed emergency rooms where patient care being turned over from prehospital personnel to the emergency room staff is delayed when no beds are available. The ambulance personnel are delayed in returning to service and being ready to answer 9-1-1 calls. Unfortunately, offload delays are a nationwide issue in major cities. San Diego County has lost several hospitals in the past few years while population projections for the County estimate a population increase of over a million people by 2030.

Peter Zovanyi, Member-at-Large, distributed a handout titled "San Diego Area General Acute Care Hospitals" for staff's review. **ACTION: County EMS staff will review and report back their observations at the next CSA-17 Advisory Board meeting of Tuesday, August 5, 2008.**

V. PRESENTATION OF ANNUAL REPORT FOR CSA-17 (Rebecca Pate, R.N.)

The following are highlighted comments from Ms. Pate's presentation:

- CSA-17 encompasses approximately 100 square miles with 105,000 people residing in the area.
- CSA-17 was formed in 1969 by the County Board of Supervisors to provide ambulance service to the cities of Del Mar, Encinitas, Solana Beach, Rancho Santa Fe along with later additions.
- Was initially established in 1969 to provide basic life support services (BLS).
- Was updated to include advanced life support (ALS) care in 1975.
- The Advisory Committee is comprised of members from the Cities of Encinitas, Del Mar, Solana Beach, Rancho Santa Fe Fire Protection District, Torrey Pines Community Planning Group and two Members-at-Large selected by the five members.
- The Advisory Board meets quarterly and the Operations Chiefs meet monthly with County staff.
- Four fire agencies provide ALS first response: Encinitas Fire, Rancho Santa Fe Fire, Solana Beach Fire and Del Mar Fire.
- CSA-17 has EMS Mutual Aid with the cities/communities of Carlsbad, Vista, San Marcos, San Diego, Escondido and Elfin Forest.

ACTION: It was requested that the following items be included in the annual report:

- Decisions made by CSA-17.
- The issue of 4-S Ranch and why CSA-17 wasn't collecting revenue from that area.
- The selection process for picking the emergency medical services provider for the area.
- The new CSA-17 First Responder Coordinator position.
- The issue with the Carlsbad billing incident.
- Concerns expressed about offload and traffic issues.
- The stationing of the 24-hour and 12-hour ambulances.
- Dr. Bruce Haynes became involved with CSA-17 in the last year.
- A new attendance policy was implemented for CSA-17 members.

VI. UPDATE RE: CSA-107 BEING ANNEXED INTO CSA-17

Frank Twohy, Elfin Forest/Harmony Grove Fire reported that nothing had moved forward on this issue since the last meeting. Megan Jones from the County's Land Use and Environmental Group contacted Mr. Twohy and had hoped to go before the Board of Supervisors on May 14, 2008 to get the community facilities district approved; however, the funding hadn't been changed. Unfortunately, no one from her department has attended any of the CSA-17 meetings. Mr. Twohy expressed concerns in a phone conversation with Ms. Jones later that the CSA-17 did have financial arrangement concerns and no way a newer project should go forward without this being resolved first.

ACTION: Ms. Houlihan requested to have an update on all the contract provisions for the next CSA-17 meeting of August 5, 2008. Chief Mark Muir offered to provide that information.

VII. SET NEXT MEETING/ADJOURNMENT

The next meeting was scheduled for Tuesday, August 5, 2008 at 4:00 p.m. at the Solana Beach City Hall Council Chambers. The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary
County EMS



NICK MACCHIONE, FACHE
DIRECTOR

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

County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES

1700 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417
(619) 531-5800 FAX (619) 515-6707

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

CSA-17 Advisory Committee
Tom Hickerson, Chair/Barbara Cerny, Vice-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 5, 2008

Members Present

Cerny, Barbara – Torrey Pines Comm. Planning Group
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.
Houlihan, Maggie – City of Encinitas
Marquardt, Larry – Member-at-Large

County Staff Present

Haynes, M.D., Bruce
Pate, R.N., Rebecca
Roth, Brenda
Yaghmaee, Saman

Recorder

Rupp, Merle

Members Absent

Campbell, Tom – City of Solana Beach
Hilliard, Carl – City of Del Mar
Zovanyi, Peter – Member-at-Large

Guests Present

Gallup, Tom – City of Encinitas
Gilligan, Matt – S.D. Med. Service Enterprise
Johnson, Wayne – S.D. Med. Serv. Enterprise
Michel, Tony – Rancho Santa Fe F.P.D.
Muir, Chief Mark – Encinitas Fire
Olejnik, Lorelee – S.D. Med. Serv. Enterprise
Tanner, John – Rancho Santa Fe F.P.D.
Twohy, Frank – Elfin Forest/Harmony Grove

I. INTRODUCTIONS AND ANNOUNCEMENTS

Tom Hickerson, Chair, brought the meeting to order at 4:00 p.m.

Attendees introduced themselves.

II. APPROVAL OF MINUTES – May 6, 2008

Maggie Houlihan, City of Encinitas, expressed concern that corrections that are made to meeting minutes, that those corrections be made in the original set of minutes. Currently, any corrections are noted in the Approval of Minutes at the following meeting.

On page 3 of the Minutes of May 6, 2008, 3rd paragraph under Financial Report, should read that the projection is for an additional \$200,000 rather than \$600,000.

With the above-mentioned concerns noted, Ms. Houlihan made a MOTION to approve the Minutes of May 6, 2008, Seconded by Barbara Cerny. MOTION carried.

III. PUBLIC COMMENTS/PETITIONS

None.

IV. MANAGEMENT TEAM REPORT

A. Financial Report (Saman Yaghmaee)

The CSA-17 budget for Fiscal Year 2007-08 is expected to be finalized no later than the end of this month August, 2008). Total revenue is expected to be very close to the amount of \$2,459,594.

Since the date the handouts were printed (7/28/08), the expenditures have increased by \$12,509 to \$2,476,233 as of 8/05/08. This amount is expected to be very close to the final amount and will be lower than the budgeted amount of \$2,551,200 because encumbered expenditures for all mutual aid contracts (Cities of Carlsbad, San Diego, San Marcos, Escondido, Vista and Oceanside, etc.) were not included. Historically the total amount has not been spent because the number of services provided by mutual aid was very limited.

As of August 5, 2008, the total deficit for Fiscal Year 2007-08 amounts to \$16,639. Cash reserves fluctuate between \$1.8 million and \$2.1 million every month. The County Office of Auditor and Controller finalizes the figures by the end of August.

Revenue is projected at \$2,618,039 for Fiscal Year 2008-09, a growth of about 2.6% compared to the amount budgeted for Fiscal Year 2007-08.

Expenditures are projected at \$2,645,076 for Fiscal Year 2008-09, a growth of about 3.7% compared to the amount budgeted for Fiscal Year 2007-08.

It was requested that figures for Fiscal Year 2008-09 be provided. **ACTION: Mr. Yaghamee agreed to provide those for the next Advisory Committee meeting of November 4, 2008. He added that he could also e-mail everyone a copy of the budget prior to the next meeting.**

B. Administrative Report (Rebecca Pate, R.N.)

Nick Macchione has replaced Jean Shepard as the Director of the County's Health and Human Services Agency as Ms. Shepard retired in June, 2008. Mr. Macchione has a lot of experience in Public Health and was most recently Regional Manager for the North Inland and North Coastal areas of HHSA.

A SONGS (San Onofre Nuclear Generating Station) annual radiation drill is currently taking place. The drill includes evacuating personnel from San Onofre to Carlsbad High School where people will be decontaminated. It is a graded drill by FEMA.

A state-wide earthquake drill is scheduled for November 13-14 and 17-18, 2008.

In regard to the request for additional items to be added to the CSA-17 Annual Report that was presented at the last CSA-17 Advisory Committee meeting, the County Public Health Office of Epidemiology will be assisting in formalizing some parts of that document. Ms. Pate asked that if anyone was interesting in assisting with this project, she would welcome two or three volunteers. Ms. Houlihan stated she would be happy to provide input and have someone sit down and talk about the decisions that have been made over the years by extracting those from committee minutes. Some items suggested at this meeting to be included in the Annual Report were the 4-S Ranch, the new First Responder EMS Coordinator position, the issue with the Carlsbad billing incident, the stationing of the 12 and 24 hour ambulances, a report from Dr. Haynes, the Strategic Plan that was developed several years ago and discussions with the County's Planning and Land Use Department regarding annexation of CSA-107 into CSA-17.

C. Paramedic Provider Report (Wayne Johnson, S.D. Medical Services Enterprise)

SDMSE has now entered into its first few months of operating with its MDC's (Mobile Data Computers) in place on the ambulances. The MDC's have some mapping and routing problems and those issues are being worked out with the JPA (Joint Powers Authority). Mapping issues have arisen due to new roads being added. There was a small issue with compliance in Rancho Santa Fe in May, 2008 where there was 87% uncorrected compliance for that month. This was corrected in June, 2008 to over 90% compliance.

There was also an issue with compliance in Del Mar and Del Mar Heights which was related to traffic at the Del Mar Fairgrounds.

Loralee Olejnik, SDMSE, has also been working with Project Heartbeat in addition to CSA-17 outreach and education. SDMSE recorded its 49th, 50th and 51st AED saves in July, 2008.

D. Medical Director's Report (Bruce Haynes, M.D.)

An inservice was completed recently for all the paramedics in San Diego County and the new County protocols which took effect July 1, 2008. A couple of the biggest changes were adding a new respiratory device called CPAP (Continuous

Positive Air Pressure), a mask that helps people breathe more effectively, particularly people with asthma or emphysema. Education has also been added regarding the taser removal since it is being used more often these days by law enforcement as well as sedatives for use in patients to cope with behavioral issues in the community.

The Hospital Capacity Task Force is going to review its plan earlier this year. This is normally reviewed closer to the beginning of the flu season each autumn.

The Cardiac System is continuing to work well and meet expectations.

V. REVIEW OF S.D. GENERAL ACUTE CARE HOSPITALS FORM

At the last CSA-17 Advisory Committee meeting, Peter Zovanyi, Member-at-Large, presented a form titled “San Diego Area General Acute Care Hospitals 2006” and asked for County staff to review it for this meeting of August 5, 2008. Mr. Zovanyi had expressed concern about scores from Scripps Encinitas Hospital.

Dr. Haynes stated that there are different groups that perform different types of grading and scoring efforts for hospitals. This group appears to be reviewing health care and health care reform from statistics from the Joint Commission (JCAHO). Scripps Encinitas shows scores at mid-range on some issues. Dr. Haynes also reviewed data from the Statewide Office of Health Planning and Development and in the area of survival rate with pneumonia, Scripps Encinitas had a better than average survival rate which not a lot of hospitals had. The hospital was also within the expected range of heart attack death rates. He also reviewed data from California Hospitals Compare, an organization funded by Blue Cross, and on this website, Scripps Encinitas did very well showing above average in a number of categories.

VI. UPDATE RE: ELFIN FOREST CSA-107 AND CSA-17

Dr. Haynes and Chief Frank Twohy, Elfin Forest, stated that they and others have met several times with the County’s Planning and Land Use Department and that those particular County staff have become more aware of this issue and other issues such as mutual aid, and possible annexation in that area in the future. Also, re-negotating some issues such as lighting districts and fire services will need to be reviewed; however the project is delayed for approximately three years now.

VII. OVERVIEW OF CSA-17 COORDINATOR POSITION (Chief Mark Muir, Encinitas)

The position history, development, qualifications and job description follow:

- It is a requirement of the ambulance provider as stated in the Request for Proposal (RFP)
- This position is responsible for planning, organizing, coordinating, monitoring and evaluating all technical and administrative aspects of paramedic and other EMS activities, in compliance with State laws and regulations.
- The position reports to the CSA-17 Fire Chiefs.

- Must have a valid Class C driver's license and 5 years of experience in EMS or related field.
- Must be currently licensed as an EMT-P or RN in the State of California.
- Certifications of ACLS and PALS within 12 months of being hired.
- Represents CSA fire departments on local EMS committees and liaisons with San Diego County EMS Medical Director, CSA-17 fire departments, SDMSE management, local fire departments, community EMS agencies and others regarding EMS matters including Q.A. trends, educational needs and community medical needs.
- In compliance with San Diego County EMS policies and protocols, develop, coordinate, implement and monitor a CSA Q.A. program for each CSA agency.
- Should ride along with first responder personnel, follow-up on any communicable disease exposures for pre-hospital personnel, and assist with rehab of fire personnel.

The position is reimbursed up to \$119,510 by SDMSE. CSA-17 to reimburse City of Encinitas for other costs.

Mary Murphy, R.N., was introduced and has been appointed to this position. Ms. Murphy trained in Ireland and worked in London and has been an emergency room nurse for fifteen years.

Tom Gallup, Encinitas Fire, participated in a pilot project in the City of Encinitas to review whether or not benefit fees were being collected properly. From his review, there will be an increase of about \$10,000 a year. The review looked at multi-family units or greater of 356 units and it showed that some were not being assessed the benefit fee on the County tax rolls. A further review along with Brenda Roth, County EMS, is planned.

VIII. SET NEXT MEETING/ADJOURNMENT

The next CSA-17 Advisory Board meeting was scheduled for Tuesday, November 4, 2008 at 4:00 p.m.

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary
County EMS



NICK MACCHIONE, FACHE
DIRECTOR

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

County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES

1700 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417
(619) 531-5800 FAX (619) 515-6707

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

CSA-17 Advisory Committee
Tom Hickerson, Chair/Barbara Cerny, Vice-Chair
c/o Emergency Medical Services
6255 Mission Gorge Road
San Diego, CA 92120
(619) 285-6429 Fax: (619) 285-6531

CSA-17 ADVISORY BOARD MEETING Minutes Tuesday, November 4, 2008

Members Present

Cerny, Barbara – Torrey Pines Comm. Planning Grp.
Crawford, Crystal – City of Del Mar
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.
Houlihan, Maggie – City of Encinitas
Marquardt, Larry – Member-at-Large

County Staff Present

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

Recorder

Rupp, Merle

Members Absent

Campbell, Tom – City of Solana Beach
Zovanyi, Peter – Member-at-Large

Guests Present

Abelman, Dismas – Cities of Solana Beach/Del Mar
Baker, Chief Mark – Lakeside Fire
Davidson, Bret – Rancho Santa Fe Fire Prot. Dist.
Gilligan, Matt – S.D. Med. Services Enterprise
Muir, Chief Mark – Encinitas Fire
Murphy, R.N., Mary – CSA-17
Olejnik, Lorelee – S.D. Med. Services Enterprise
Parr, Andy – Lakeside Fire
Pavone, Chief Nick – Rancho Santa Fe Fire P.D.
Tanner, John – Rancho Santa Fe Fire P.D.
Twohy, Frank – Elfin Forest/Harmony Grove
Warren, Darrin – Encinitas Fire

I. INTRODUCTIONS AND ANNOUNCEMENTS

Tom Hickerson, Chair, brought the meeting to order at 4:00 p.m.

Attendees introduced themselves.

Consensus was reached that CSA-17 material be sent out by e-mail in the future except for Larry Marquardt, who would prefer to receive his by U.S. mail.

II. APPROVAL OF MINUTES – August 5, 2008

Chief Nick Pavone, Rancho Santa Fe Fire, stated he attended the last CSA-17 meeting but wasn't listed in the attendees present.

On page 3 of the previous minutes, under Administrative Report, 4th paragraph, Ms. Houlihan stated that the minutes didn't capture all of the requested subjects for the annual report where she had volunteered to provide input and Chief Mark Muir, Encinitas Fire, volunteered to participate on a subcommittee. She added that the annual report needs to be done as there are issues that need to be in the report for 2006-07 and new members such as Crystal Crawford, City of Del Mar, will be helped with the annual report to bring her up to speed on what has been happening recently in the CSA-17.

With the above-mentioned corrections/concerns noted, Ms. Houlihan made a MOTION to approve the Minutes of May 6, 2008, Seconded by Barbara Cerny. MOTION carried.

III. PUBLIC COMMENTS/PETITIONS

Andy Parr, Lakeside Fire, CSA-69, stated that the CSA-69 Advisory Board increased their ambulance fee rate for residents and non-residents recently which will need to go into the County Ordinance. At that time, the CSA-69 was also informed that the CSA-17 had to ratify the CSA-69's Ordinance in order for it to become effective because both CSA's share the same Ordinance. Mr. Parr and Chief Mark Baker, Lakeside Fire, came requesting CSA-17's support of this rate increase and asked for CSA-17's support.

ACTION: Ms. Houlihan recommended this become an agenda item and have County staff report back on it at the February 3, 2009 CSA-17 meeting.

IV. MANAGEMENT TEAM REPORT

A. Financial Report (Saman Yaghmaee)

For Fiscal Year 2007-08, total expenditures were \$2,468,605 with total revenues \$2,476,233. This total revenue includes \$9,011 reimbursement from the City of Solana Beach for overpayment on rental space. This surplus has rolled over into the cash reserve fund.

The year-end close out for Fiscal Year 2007-08 was \$1,834,678.

For Fiscal Year 2008-09, year-to-date expenditure is \$413,261 with the total projected expenditure of \$2,645,076. Year-to-date revenue is \$51,027. This amount is low due to the fact that the County Treasurer/Tax Collector division has not yet collected and transferred the funds.

According to the County's Property Tax Services Division, the county-wide assessed valuation is expected to decline from 15% growth in 2007-08, to 2.2% growth in property taxes and 2.8% for benefit fees in 2008-09 and 2009-10. This

low growth rate is due to overall decline in property value as well as increase in foreclosure on properties. It is also due to the fact that CSA-17 is not impacted by any redevelopment project in Fiscal Year 2008-09 and 2009-10.

The expenditures in Fiscal Year 2008-09 and 2009-10 are expected to exceed the revenue and would necessitate the use of the reserve fund. For Fiscal Year 2008-09, projected expenditure is anticipated at \$2,645,076 with a projected revenue of \$2,414,398.

For Fiscal Year 2009-10, projected expenditure is anticipated at \$2,652,629 with a projected revenue of \$2,460,350.

Discussion ensued on whether or not parcels are being assessed correctly. Tom Gallup, City of Encinitas, had conducted a pilot project in the City of Encinitas and this revealed that some properties were not being assessed the benefit fee on the County tax rolls. Crystal Crawford, City of Del Mar, stated that this is a perfect opportunity for cities/districts in CSA-17 to work with their fire departments or city financial departments to make sure all property taxes are being collected. Then this information can be submitted to the County Tax Assessor's office and added to the tax rolls for the next fiscal year. It was added that parcels can vary greatly e.g. some parcels such as nursing homes may have 50-100 beds. Legislation may need to be reviewed also to find out what powers the CSA-17 may have and be authorized to do.

ACTION: Ms. Crawford requested a copy of the Ordinance for CSA-17.

ACTION: Chief Mark Muir, City of Encinitas, will request Tom Gallup, City of Encinitas Financial Department, send out the methodology and spread sheet that he used recently for reviewing parcels and simplify it so everyone understands it.

B. Administrative Report (Rebecca Pate, R.N.)

Marcy Metz, R.N., Chief, EMS, is on jury duty this date.

The Golden Guardian State-wide drill is scheduled for November 13-14 and 17-18, 2008 with an earthquake measuring 7.8 scenario on the San Andreas fault in Southern California. Many agencies and hospitals will be participating. The Medical Operations Center (MOC) at County EMS will be fully activated.

The annual report for CSA-17 is being put into a rough draft. Ms. Pate volunteered to present it in rough draft or work with a subcommittee as needed. **ACTION: Ms. Houlihan stated it would be good to see the rough draft then it could be decided what information, if any, could be added.**

C. Paramedic Provider Report (Matt Gilligan, S.D. Medical Services Enterprise)

In mid-July, there were dips in the compliance in the Del Mar area, primarily due to the San Diego County Fair and the horse race season so the move-up plan was

changed to move into the Del Mar area quicker. Following that, Del Mar Heights became the area to monitor more closely as compliance dipped down to 87%. The Del Mar Terrace area is difficult to reach with narrow roads and difficult access; crews were brought closer to that area. With that, the preliminary numbers for October were much better and the goal of 90% was met.

Mary Murphy, R.N., continues to provide excellent medical continuing education training for the paramedics and EMT's. In addition, last month a fire fighting captain from San Diego Fire provided training on how to approach autistic children or adults and other special needs patients.

Loralee Olejnik also continues to provide services wherever requested. The medics feel welcome at the fire stations by the leaders of the fire departments and the crews in the fire stations, a sign of an excellent public/private partnership.

D. Medical Director's Report (Bruce Haynes, M.D.)

A committee is reviewing the County treatment protocols and making suggested revisions, if needed.

Every year Public Health reviews the Health Care Capacity Plan in anticipation of the flu season. The group met three times this year and had a great deal of discussion regarding ambulance offload delays at emergency rooms. Some language was added to the Capacity Plan to address this and how hospitals can better manage this situation. Sometimes there are no beds available in the hospital to admit patients that are waiting for admission in the emergency room.

V. **FORMATION OF AD HOC COMM. TO REVIEW CSA-17 PROP. TAX COLL.**

ACTION: The following people volunteered to work on this ad hoc committee to review the County property tax rolls issue: Maggie Houlihan, Crystal Crawford, Chief Mark Muir, Chief Nick Pavone, Chief Frank Twohy and Barbara Cerny. Some County Staff will also participate.

VI. **UPDATE RE: ELFIN FOREST CSA-107 AND CSA-17**

Dr. Haynes stated he talked to County Planning and Land Use staff regarding this annexation possibility and also addressed the issue of the proposed development in Elfin Forest to increase the needs there that were put off for a few years. **ACTION: The group will meet again and Dr. Haynes will keep CSA-17 informed of developments.**

VII. **SET NEXT MEETING/ADJOURNMENT**

The next CSA-17 Advisory Board meeting was scheduled for Tuesday, February 3, 2009 at 4:00 p.m.

The meeting adjourned at 5:15 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary
County EMS



NICK MACCHIONE, FACHE
DIRECTOR

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

County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES

1700 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417
(619) 531-5800 FAX (619) 515-6707

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

CSA-17 Advisory Committee
Tom Hickerson, Chair/Barbara Cerny, Vice-Chair
c/o Emergency Medical Services
6255 Mission Gorge Road
San Diego, CA 92120
(619) 285-6429 Fax: (619) 285-6531

CSA-17 ADVISORY BOARD SUBCOMMITTEE MEETING

Minutes

Friday, December 12, 2008

In Attendance

Abelman, Dismas – Cities of Solana Beach/Del Mar
Gilligan, Matt – S.D. Medical Services Enterprise
Houlihan, Maggie – City of Encinitas
Marquardt, Larry – Member-at-Large
Pavone, Chief Nick – Rancho Santa Fe F.P.D.
Ward, Darrin – Encinitas Fire

Crawford, Crystal – City of Del Mar
Hickerson, Tom – Rancho Santa Fe F.P.D.
Johnson, Wayne – S.D. Med. Serv. Enterprise
Muir, Chief Mark – Encinitas Fire
Twohy, Frank – Elfin Forest/Harmony Grove
Zovanyi, Peter – Member-at-Large

County Staff Present

Metz, R.N., Marcy
Pate, R.N., Rebecca
Potter, Tony – Public Works
Yaghmaee, Saman

Recorder

Rupp, Merle

I. INTRODUCTIONS AND ANNOUNCEMENTS

Crystal Crawford, City of Del Mar, called the meeting came to order at 10:00 a.m.

Attendees introduced themselves.

II. DISCUSSION OF PARCEL TAX FEES FOR CSA-17

Discussion ensued regarding the concern that not everyone who lives in the CSA-17 area is paying taxes on the parcels they dwell in. Also of concern is that multi-dwelling parcels may not be paying the appropriate amount. With this in mind, this subcommittee meeting was called in the hopes that by July 1, 2009, all parcels in the CSA-17 will be on the tax rolls. County Counsel may need to be involved in this process as well.

Invited guest Tony Potter, County Public Works, stated that his office processes almost all the fire department tax rolls in the County and it has been done this way since the 1960's. Mr. Potter had reviewed the list provided to him from the City of Encinitas prior to the meeting and found there really weren't errors and that everything that was in the list that was flagged, was actually in the County Assessor's records being taxed and that the CSA-17 was really not missing any of their tax money. However, a concern was that the list was from 2005 and that parcel changes happen on a daily basis. Sometimes buildings are razed or apartments are converted into condominiums. A tax roll can't be done again until July 10, 2009.

Mr. Potter mentioned "hand billing" and that some entities such as school districts, and ambulance services, do not pay or do not pay their fair amount and these agencies are sometimes considered neutral. These agencies do not make it to the County's tax roles and need to be billed individually by CSA-17 or the fire district. Some of the fees are based on a very complex algebraic formula. The Public Works Department is aware that there are approximately 140 different types of districts in San Diego County including water, landscape maintenance, sewer, cemetery and street lights etc. Land use codes can also play a role as well as amount of acreage. Hotels and motels pay by room.

Mr. Potter continued that changes on billing practices or in the Ordinance need to be done by a certified California Civil Engineer and the report costs the County between \$18,000 and \$20,000. Two-thirds of the voters in the district have to approve the changes in the Ordinance.

III. SUMMARY/CLOSING COMMENTS

Ms. Crawford stated that the subcommittee needs to follow up on the following items: 1) the property tax increment; 2) the capture of all the parcels; and 3) look at amending the Ordinance or proposing a letter amendment and what would be the cost.

The question was raised if CSA-17 could do an adjustment because CSA-17 would be just adding the assessment without a vote of the people? Mr. Potter agreed to ask County Counsel about that.

The parcel list needs to be updated, and the property tax increment issue deserves a separate full discussion and also amending the Ordinance.

Chief Mark Muir recommended sending these issues back to the Operations Chiefs for further discussion and a report back at their next meeting.

Discussion focused on the property tax list that will no longer be provided by the County, but through a contractor in the future. **ACTION: It was recommended to have this as an agenda item for the February 3, 2009 CSA-17 meeting.**

The meeting adjourned at 11:05 a.m.

Respectfully submitted,

Merle Rupp, Board Secretary
County EMS