



County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES
HEALTH SERVICES COMPLEX

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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-17 Advisory Committee
Barbara Cerny, Chair/
c/o Emergency Medical Services
6255 Mission Gorge Road
San Diego, CA 92120
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CSA-17 ADVISORY COMMITTEE MEETING

Minutes

Tuesday, February 5, 2013

Members Present

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

County Staff Present

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

Agency Representatives Present

Gilligan, Matt – Rural Metro
Henry, Scott – Encinitas Fire
Johnson, Wayne – Rural Metro
Michel, Tony – Rancho Santa Fe Fire
Murphy, Mary – CSA-17 Fire Departments
Olejnik, Lorelee – Rural Metro
Ward, Darrin – Encinitas Fire Dept

Guests

Marquardt, Larry
Zahn, Peter – City of Solana Beach

Recorder

Wolchko, Janet I.

I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Barbara Cerny, Chair called the meeting to order at 4:05 p.m.
Attendees introduced themselves.

II. APPROVAL OF MINUTES

A motion was made by Peter Zovanyi, seconded by John Tanner to approve the CSA-17 Advisory Committee minutes from November 6, 2012. Motion carried.

A motion was made by Peter Zovanyi, seconded by Mark Muir to approve the CSA-17 Budget Subcommittee minutes from January 14, 2013. Motion carried.

III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions submitted.

IV. ELECTION OF CHAIR AND VICE-CHAIR

Elections for the CSA-17 Advisory Committee Chair and Vice-Chair positions were conducted.

A motion was made by Peter Zovanyi to nominate Mark Muir for CSA-17 Advisory Committee Chair, seconded by John Tanner. Motion carried.

A motion was made by Peter Zovanyi to nominate Sherryl Parks for CSA-17 Advisory Committee Vice-Chair, seconded by mark Muir. Motion carried.

Mark Muir, 2013 CSA-17 Advisory Chair and/or Sherryl Parks 2013 CS-17 Advisory Committee Vice-Chair will preside over the 2013 CSA-17 Advisory Committee meetings.

V. NOMINATION OF CITIZEN AT LARGE REPRESENTATIVE

According to the CSA-17 bylaws, members-at-large are selected by the five member representatives from the community organizations listed in the CSA-17 bylaws. The CSA-17 Advisory Committee members presented nominations for member-at-large, Seat 7.

A motion was made by Peter Zovanyi to re-nominate John Tanner for member-at-large, Seat 7, seconded by Mark Muir. Motion carried.

The nomination will be forwarded along with an application to be completed by Mr. Tanner to the San Diego County Clerk of the Board office.

VI. MANAGEMENT TEAM REPORT

A. Budget and Finance Report - Saman Yaghmaee

Saman Yaghmaee reported on the proposed budget appropriations for July 1, 2013 to June 30, 2014. The following budget reports were reviewed by the Budget Subcommittee on January 14, 2013 to forward to the CSA-17 Advisory Committee for approval.

1. Budget Appropriation for FY 2013/14

Revenue

Property tax

\$ 997,386

(Projected amount averaged over the past 5 years)

Benefit fee	\$ 1,367,330
(Projected amount based on actual FY 2011/12)	
Ambulance Transport resident and non-resident	\$ 1,737,690
(Includes some services from FY 2011/12 that were not paid until FY 2012/13)	

Expenditures

Ambulance Transport Contract	\$ 3,101,568
Rancho Santa Fe Fire Protection District	\$ 224,638
City of Encinitas	\$ 88,448
City of Del Mar	\$ 19,372
City of Solana Beach	\$ 25,294
Wittman Enterprises, LLC (based on 5% collection)	\$ 125,000
County Admin Services	\$ 125,000
North County Dispatch Services	\$ 15,000
Mutual Aid	\$ 20,000

The contract with Rancho Santa Fe Fire Protection District increased from \$172,284 to \$224,638 to add cost of fuel and vehicle maintenance, and compensation for the EMS Coordinator position. Mutual aid expenditures were adjusted from \$46,000 to \$20,000 for budget balance due to the EMS Coordinator position increase in the Rancho Santa Fe Fire Protection District expenditures.

2. Year to date Financial Report for FY 2012/13

Revenue

Transports of residents	\$ 743,980
Transport of non-residents	186,579
Benefit Fee	404,537
Property Taxes	427,116
Interest and Miscellaneous	<u>3,737</u>
Total	\$1,765,949

Revenue is higher by \$428,401 compared to \$1,337,548 in FY 2011/12.

<u>Expenditures</u>	\$1,188,340
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Expenditures are slightly higher by \$77,914 compared to this period last year at \$1,110,426 due to an increase in operational costs.

3. CSA-17 Budget Subcommittee

Mark Muir, Peter Zovanyi and Barb Cerny of the CSA-17 Budget Subcommittee met on January 14, 2013.

EMS Coordinator Compensation Policy

A process and procedure policy for the CSA-17 EMS Coordinator position was discussed at the Budget Subcommittee. Additional funds were added to the Rancho Santa Fe Fire Protection district expenditure as a place holder.

The CSA-17 EMS Coordinator position was moved from SDMSE to Rancho Santa Fe Fire Protection District as agreed by CSA-17 in FY 2011/12. Rancho Santa Fe Fire Protection District has offered a 3% increase to the position along with their station staff increase. The difference between \$119,000 and \$155,000 compensation for the EMS Coordinator position is the added retirement and benefit package that the position does not currently have.

It was recommended to have a subcommittee review and discuss a comprehensive policy for the CSA-17 EMS Coordinator position. The estimate of \$155,000 includes salary, health benefits and retirement. It was requested to have the CSA-17 Rancho Santa Fe Fire Protection District representative present as the Rancho Santa Fe Fire Board has to vote on any resolution for that position.

A motion was made by Mark Muir, seconded by Peter Zovanyi to convene a subcommittee to discuss a policy for the EMS Coordinator position and report back to the Advisory Committee. Motion carried.

Members of the subcommittee will include Barbara Cerny, Tom Hickerson and Peter Zovanyi.

Action Item: Chief Michel will provide an outline for the subcommittee and set a time to meet with the Fire Chiefs.

Budget Proposal

The Advisory Committee discussed collections estimated in the budget build. Revenue generated in FY2011/12 and FY 2013/14 is a projected amount due to lump sum revenue received from Medicare and Medi-cal and reimbursement delays that can be received nine (9) months later. Revenue for this fiscal year will be approximately \$2 million which includes some revenue from FY 2011/12.

It was asked what the effect would be if one of the Cities/Agencies wanted to remove themselves from CSA-17, and how would that affect the RFP process. Changes to the geographical boundaries of the exclusive operating area would be a timely process. The County is the administrator of the service area and has to review any changes in the delivery of service to the residents of the area. The current service contract is expiring. To ensure continuation of services to the CSA-17 area, it is recommended to continue with the RFP process and have a contract in place.

A motion was made by Barb Cerny, seconded by Peter Zovanyi to accept the budget proposal for FY 2013/14. Motion carried.

CSA-17 Account Reserve Policy

A policy regarding the CSA-17 reserve was discussed at the CSA-17 Budget Subcommittee meeting on January 14, 2012. The budget has almost doubled in size, and it is recommended to have 120 days for cash flow in the reserve account. Expenditures are paid on a monthly basis and some revenue is not received until

January/December, which leaves a six (6) month delay if there are not adequate funds in the reserve to cover those expenditures.

A motion was made by Peter Zovanyi to target the CSA-17 reserve at the minimum of 50% of the total operational budget, seconded by John Tanner. Motion carried.

B. Administrative Report - Marcy Metz

1. Ms. Metz thanked the CSA-17 Budget Subcommittee for meeting and discussing the proposed FY 2013/14 budget.
2. The Sexual Assault Response Team (SART) program has been with the County over 20 years. The committee is a multiple disciplinary collaborative effort to ensure that any victim of sexual assault receives compassionate care. SART held their annual Recognition Awards event in January at the Acapulco restaurant in Old Town. Recognition and awards were given to six (6) people from various organizations including the District Attorney's Office, Sheriff Department and Centers for Community Services.
3. The County will not be participating in the 2013 Golden Guardian exercise that is centered in Northern California. There will be a local Medical Health Exercise conducted with the County health partners on May 30, 2013. The EMS Departmental Operation Center (DOC) will be fully activated for that drill. The planning committee will be meeting in the next two weeks to develop the scenario. More details and information will be available later.
4. The EMS Administrators' Association of California (EMSAAC) Annual Conference is on May 29-30, 2013 at the Hilton San Diego Resort. Information is posted on the EMSAAC website.
5. The Countywide "Sidewalk CPR" event last year in June trained over 3,000 bystanders in hands only CPR. A second annual event will be held in June of this year during CPR week.
6. EMS Commission meets in March, in Los Angeles. Regulations for EMS for Children (EMSC), STEMI and Stroke have been out for public comment.

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

1. According to the last two (2) weekly reports, the number of flu cases has gone up. There have been 19 deaths related to the flu, most of those had preexisting medical conditions.
2. Every other year the treatment protocol and guidelines utilized by EMT's and paramedics in the field are reviewed. After review the guidelines will take effect July 1, 2013.

3. UCSD Hillcrest Medical Center and Scripps La Jolla have been designated as comprehensive stroke centers by the Joint Commission. There is a network of 16 hospitals that are stroke centers in the County. Comprehensive stroke centers are a new level of designation by the Joint Commission. Specialists are available for evaluation and treatment of patients and can give intravenous medications and perform invasive procedures.

D. Paramedic Provider Report - Matt Gilligan

1. Rural Metro and County EMS have agreed to a six month extension of their contract, extended to December 31, 2013.
2. Exemption reports were handed to the members of CSA-17 Advisory Committee. The reports are annual, monthly, and quarterly as identified with the date parameters in the reports. Annual reports are by calendar year.
3. Transports were 7% higher than the past few years. There are a total of 4,408 transports in 2012 compared to 4,100 in 2011.
4. The annual Mutual Aid report showed a significant increase in ambulance transfers to the City of San Diego. City of San Diego is also running a higher call volume by 8 to 9%. The number of mutual aid transfers is 10 to 1, CSA-17 running about 10 calls in City of San Diego to City of San Diego running one (1) call into the CSA-17 area.
5. One of the ambulances has been moved from Station one in Encinitas to Encinitas Station two. The positioning will be monitored for 30 days to determine where the calls are and how it affects the other units to cover Encinitas. There will be continuous evaluation in relation to stations via First Watch reports.
6. Continued Education:
 - In October, Mary Murphy conducted an infectious disease class.
 - In November, representatives from the Psychiatric Emergency Response Team (PERT) team discussed their role and when to utilize their services. The PERT team works in conjunction with Law Enforcement.
 - There was skill testing for fire fighter's certification.

E. Operations Report

1. Community Outreach - Lorelee Olejnik
 - Demonstrations on defibrillators were given at the Solana Beach schools.
 - An ambulance and crew will be at the Del Mar Tech Fair next week which is put on by the San Diego Alliance for Science, to talk about the technology that they use.
 - There will be a free community CPR class given on February 21, 2013 at the Forest Ranch town center.

- The San Diego Project Heartbeat Program for AED's and defibrillators has had a few recent saves. One save mentioned was before December at Carlsbad Elementary School, an 11 year old student collapsed, and was given CPR. That was the youngest save for San Diego Project Heartbeat. The AED at that school was placed by a retired fire fighter paramedic who lost his daughter to cardiac arrest. February 4, 2013, there was also an AED save in Oceanside. Oceanside police department has placed AED's on their vehicles.
- Torrey Pines High School will be hosting a cardiac screening event for high school students and athletes on February 10, 2013.
- Rural Metro had a few articles in the current edition of the Journal of Medical Services (JEMS) on programs they have in San Diego. One of the programs is the Resource Access Program (RAP) that helps direct homeless people and people who incorrectly use 911 to the appropriate resources. There was also an article in JEMS on the electronic patient documentation.

2. Chief Ward mentioned there will be "Active Shooter" training next month.

VII. NEW BUSINESS

Mark Muir thanked Barb Cerny for her active service as Chair to the CSA-17 Advisory Committee in the past year and engaging the Advisory Committee members and subcommittees with issues.

VIII. SET NEXT MEETING/ADJOURNMENT

The next CSA-17 Advisory Board meeting is scheduled for Tuesday, May 7, 2013 at 4:00 p.m.

The meeting was adjourned at 5:16 p.m.

Submitted by

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