



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

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CSA-17 Budget Subcommittee
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CSA-17 BUDGET SUBCOMMITTEE MEETING

Minutes

Monday, January 14, 2013

Members Present

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

Agency Representative

Davidson, Bret – Rancho Santa Fe Fire Protection District

County Staff

Cavanaugh, Adria
Metz, Marcy
Wolchko, Janet
Yaghmaee, Saman

I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

The meeting was called to order by Barb Cerny, Chairperson, at 2:08 pm.

II. PUBLIC COMMENTS/PETITIONS

There were no requests for public comments or petitions submitted.

III. FINANCIAL REPORT (Year-to-date)

A. Revenue	
Transport of Residents	\$ 743,980
Transport of Non-residents	186,579
Benefit Fee	404,537

Property Taxes	427,116
Interest & Miscellaneous	<u>3,737</u>
Total	\$1,765,949

Revenue is higher by \$428,401 compared to the same period last year at \$1,337,548.

B. Expenditures \$1,188,340

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

C. Reserve

It is recommended to have 120 day of cash on hand in the reserve for cash flow and expenses. This is one-third of the total expenses.

Over the past five (5) fiscal years the true reserve had diminished substantially. The budget has almost doubled in size since then not only because of an increase in revenue from billing residents, but CSA-17 is now collecting non-resident revenue directly as negotiated with the ambulance contractor in FY 2011/12.

IV. BUDGET APPROPRIATION FOR FY 2013/14 (July 1, 2013 to June 30, 2014)

A. Revenue

1. Property tax revenue over the past five (5) years has been within the range of \$987,000 to \$1,012,000. The projected amount used for the FY 2013/14 Budget Build will be \$997,000, which is the average of that range.
2. The benefit fee ordinance that established the special benefit tax included an annual adjustment to the tax based on the increase in the consumer price index (CPI). Historically the CPI has increased within 2% to 3% over the past five (5) years. Since the CPI has not been released for next year, the same benefit fee amount of \$1,367,330 collected in FY 2011/12 will be used for the budget build in FY 2013/14.
3. Revenue from transports of residents and non-residents is projected at approximately \$2 million in FY 2012/13. This includes revenues for services provided in FY 2011/12, such as Medi-Cal/Medi-care services that were not received until FY 2012/13. Future revenue for transports is preliminarily projected to be approximately \$1.7 million dollars annually.

B. Expenditures

1. The ambulance transport service contract with San Diego Medical Services (SDMS) increased by \$658,001 to compensate the contractor for loss of revenue from the transport of non-residents. The contract is ending December 31, 2013, which includes the six (6) month extension. The expenditure account is budgeted slightly higher than anticipated to ensure adequate budget appropriations and allow for changes prorated from the last fiscal year.

2. First Responder contracts with Solana Beach, City of Del Mar, and City of Encinitas are expected to remain the same at \$25,294, \$19,372 and \$88,448 respectively. The contract with Rancho Santa Fe Fire Protection District is appropriated at \$224,638 to add in the cost of fuel and vehicle maintenance, and a salary increase for the EMS Coordinator position. The fuel costs were previously compensated by SDMS and were not considered when the position transferred to Rancho Santa Fe.

Bret Davidson explained the increase for the CSA-17 EMS Coordinator position, including the increase in salary, benefits, and vehicle maintenance and fuel costs. Discussion ensued regarding the original agreement of responsibility, liability, benefit package, comparison and competitive wage, and if the position should be a private or public position.

After discussion it was recommended to:

- Add the increased adjusted amount to Rancho Santa Fe Fire Protection District expenditures for the EMS Coordinator position as a placeholder to the proposed budget for FY 2013/14.
- Discuss a policy and process for salary adjustment of the position periodically; for example, every two (2) to three (3) years.

3. Mutual Aid

The mutual aid proposed budget will remain at the same level. CSA received an invoice for mutual aid transports from the City of Carlsbad in the amount of \$8,873 covering the timeframe from 2008-2011. This is the only time mutual aid funding has been utilized for CSA-17.

C. Budget Build

1. The Budget Subcommittee recommended to accept the Budget Build with the addition of the Rancho Santa Fe adjustment for the EMS Coordinator position and associated administrative costs as a place holder.

There was an inquiry and discussion regarding agency fiscal audits for EMS funds and accountability. Contracts state that EMS funds should be earmarked for EMS services and not placed in agency General Fund accounts. Contract funds are given to the CSA-17 agencies for EMS related items and cost and maintenance for defibrillators.

The CSA-17 Budget Subcommittee recommended moving forward with the proposed FY2013/14 budget and to present it to the CSA-17 Advisory Committee on February 5, 2013 for approval.

2. Additional items to be added for discussion to the CSA-17 Advisory Committee agenda for February 5, 2013.

- Policy for EMS Coordinator compensation salary adjustment and range of salary.
- Methodology to determine the amount of reserve that is actually needed.
- Election of CSA-17 Chair and Vice-Chair.
- Recommendation and nomination of citizen at large representative, Seat 7.

V. ADJOURNMENT

Meeting was adjourned at 3:30 pm.

Submitted by,

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