



County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

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CSA-69 Advisory Committee
Warren Savage, Chair/James Bingham, Vice-Chair
c/o Emergency Medical Services
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Border Health
California Children Services
Community Epidemiology
Emergency & Disaster Medical Services
HIV, STD and Hepatitis
Immunization
MAA/TCM Program
Maternal, Child and Family Health Services
Public Health Laboratory
Public Health Nursing
Tuberculosis Control & Refugee Health
Vital Records

CSA-69 ADVISORY COMMITTEE MEETING

Minutes

Thursday, November 14, 2013

Members

Bingham, James – Lakeside Fire Protection District
Fox, Ken – Santee School District Board
Meadows-Pitt, R.N., Mary – Grossmont Hospital
Rickards, Dave – San Miguel Fire Protection District
Strom, Linda – Lakeside Community Planning Group

County Staff

Ameng, Diane
Cavanaugh, Adria
Metz, Marcy
Smith, Susan

Agency Representatives

Converse, Larry – San Miguel Fire District
Kirkpatrick, Jim – Lakeside Fire Protection District
Parr, Andy – Lakeside Fire Agency
Robeson, Bob – Lakeside Fire District

Recorder

Wolchko, Janet I.

I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Jim Bingham, Vice-Chairperson called the meeting to order at 4:10 pm. Introductions were made.

II. APPROVAL OF MINUTES

A quorum of members was not present to approve the minutes from September 12, 2013; therefore, the minutes will be approved at the next CSA-69 Advisory Committee meeting.

III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

IV. BUDGET REPORT

A. Financial Report – Adria Cavanaugh

The CSA-69 Budget closed the fiscal year end as expected and projected at the September 12, 2013 Advisory Board meeting with a surplus of \$659,509.

FY 2013-2014 Year-to-Date Revenue

1. <u>Revenue:</u>		
Resident transports	\$1,052,478	
Non-resident transports	<u>263,120</u>	
Total Ambulance Transports		\$1,315,598
Benefit Fee		25
Property tax		14,909
Interest & Miscellaneous Revenue		<u>3,304</u>
Total Revenue		\$1,333,836

Total year-to-date revenue is higher by \$155,070 compared to the same time last year.

2. Total Expenditures: **\$ 670,964**

Expenditures are lower than at this time last year due to the timing of invoice payments.

3. Reserve Fund Investment:

- a. The CSA-69 reserve is part of the County Investment Pool which the San Diego County Treasurer-Tax Collector's office is responsible for managing. CSA-69 is included in the County funds listed under the Service Area Districts and is sometimes referred to as *special revenue funds*.

Action Item: Adria Cavanaugh will provide the CSA-19 members the September 2013 investment statement

Action Item Follow-up: September 2013 investment statement is attached.

- b. The Pooled money Fund Investment Policy defines the objectives of the fund such as safeguarding the principal, meeting the liquidity needs of the participants and achieving an investment return within the parameters of prudent risk management.
- c. Jim Bingham asked if there was going to be a parcel increase.

Action Item: Adria Cavanaugh follow-up to Mr. Bingham's question regarding parcel increase.

Action Item Follow-up: There are 20 less taxable parcels in 2013/2014 most likely attributed to the change in the status of the dwelling from "taxable" to "exempt".

- d. Impact on the Benefit Fee from a proposed housing project located across from West Hills High School in Santee was mentioned. The homes would be located in the City of San Diego but maybe annexed into CSA-69. There is a possibility of 400 homes which would contribute to \$20,000 additional funds considering non-resident vs. resident fees.

B. Budget Subcommittee Report

The Budget Subcommittee will meet prior to the CSA-69 Advisory Committee meeting on February 13, 2014. Members currently listed on the Budget Subcommittee are Warren Savage, James Bingham, Kevin Howe and Pat Chambers. Lakeside and Santee Fire Department representatives attend as well. Dave Richards, San Miguel Fire Protection District representative would also like to attend the Budget Subcommittee.

V. STAFF/AGENCY REPORTS

A. Administrative Report (Marcy Metz)

1. Diane Ameng, EMS Quality Assurance Specialist, will be the EMS liaison to the CSA agencies.
2. The State Medical Healthcare Exercise will be conducted on November 21, 2013, from 8:00 – 2:00. The EMS Department Operations Center (DOC) will be activated. The scenario is centered on a food borne illness.

The exercise will test a 30% absentee rate among healthcare staff, communication, investigation and medical surge.

Hospitals that receive grant funding through the Hospital Preparedness Program (HPP) will be participating. The County Office of Emergency Services (OES) will have representatives at the EMS DOC.

B. Medical Director's Report (Marcy Metz for Dr. Haynes)

1. The flu season is at expected levels. Vaccination is important to prevent infection of patients and to keep healthcare personnel well during the flu season.
2. The Health Capacity Taskforce met and had recommendations to add to the County's Capacity Plan. Dr. Wooten is drafting a letter for healthcare workers to receive Jury Duty postponements during the flu season.
3. Sidewalk CPR for 2014 is schedule on Thursday, June 5, 2014.
4. Community Paramedicine: EMS Authority letters of intent from San Diego County
 - Carlsbad Fire's project involves alternate destination transport of Kaiser patients to a Kaiser clinic, or a hospital emergency department. The Kaiser would have an emergency physician working in the urgent care area with advanced x-ray imaging and lab testing.
 - The City of San Diego currently has a Resource Access Program working with frequent 911 users. Their project would be an Enhanced Resource Access Program (E-RAP) which expands the paramedic scope of practice to transport to alternate locations, release patients on scene and make referrals.

The completed applications should be ready by the middle of December for the 13 pilot projects that were provisionally approved throughout the State.

C. Agency Reports (Jim Kirkpatrick reported for Lakeside and Santee)

1. Both Santee and Lakeside are looking at new PCR software which is similar to the Tap Chart System used with the City of San Diego. The software shares information with Whitman and is currently used by Chula Vista and San Miguel.
2. Introduction: Bob Robeson, a retired Cal Fire Division Chief, serves the Lakeside District as a volunteer liaison officer with the Fire Safe Councils and Community Activities.
3. Lakeside has sent one ambulance for a remount. It is anticipated to have that ambulance back in January/February. Santee has also one of their units for a remount. When those are returned a process will be started for purchasing a new unit.
4. Lakeside has purchased eleven (11) new Zoll X series monitors and will make the conversion from the E series to the X series. Benefits will be Wi-Fi transmission of 12 lead EKGs. The monitors are due mid-December. Training dates have been scheduled for the paramedics. This will aid in PCR transmission, uploading from billing, 12 lead transmission to the hospital and possibly a direct connection to the EMS Hub.

5. Lakeside calls have slowed down slightly due to the end of summer. They are ready for the flu season. Over 80% of staff has had a flu vaccination.

VI. NEW BUSINESS

There was no new business to discuss. At the next meeting there will be discussion on budget information and election of officers.

VII. SET NEXT MEETING/ADJOURNMENT

The next CSA-69 Advisory Committee will meet on Thursday, February 13, 2014 at 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 4:45 pm.

Submitted by

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