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**CSA-17 ADVISORY COMMITTEE MEETING**  
Tracy Martinez, Chair/ Jill MacDonald, Vice Chair  
c/o Emergency Medical Services  
Del Mar Heights School  
13555 Boquita Dr, Del Mar, CA 92014  
**Minutes**  
**Tuesday, February 10, 2026**

**Members Present**

City of Del Mar – Martinez, Tracy  
City of Encinitas – San Antonio, Marco  
City of Solana Beach – MacDonald, Jill  
Rancho Santa Fe Fire Protection District – Hillgren, Nancy  
Torrey Pines Planning Group – Shopes, Liz  
Citizen at Large – Twohy, Frank  
Citizen at Large – Spelich, John

**County Staff Present**

Christison, Brian  
del Toro, Nicole (recorder)  
Keane, Melissa  
Parr, Andy  
Trousdale, Brad

**Agency Representatives Present**

Bayliss, Melinda – AMR Peer Support  
Graham, Valery – AMR  
Henson, Scott – City of Del Mar  
Herren, Christopher – North Comm  
McQuead, Dave – Rancho Santa Fe FPD  
Mickelson, Jim – Rancho Santa Fe FPD  
Nixon, Eric – AMR  
Sanchez, Jorge – Encinitas FD  
Valdez Acosta-Meza, Carlos – AMR

**Guests**

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**I. CALL TO ORDER/ PLEDGE OF ALLEGIANCE/ INTRODUCTIONS/ ANNOUNCEMENTS**

- A. Chair Tracy Martinez called the meeting to order at 4:05 pm.  
B. The group recited the Pledge of Allegiance.  
C. There were no introductions.  
D. There were no announcements.

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**II. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

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**III. APPROVAL OF MINUTES**

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**A motion was made by Frank Twohy, seconded by Jill MacDonald to approve the August 5, 2025 CSA 17 meeting minutes. Motion carried with all in favor.**

Note: Citizen at Large Member John Spelich was in attendance to ensure there was a quorum, but left the meeting early due to a family emergency.

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#### **IV. MANAGEMENT TEAM REPORT**

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##### **A. Budget and Financial Report – Melissa Keane, OES Program Coordinator**

The Financial Dashboard is updated and live on the County EMS CSA 17 website ([San Diego County Service Area – 17 Emergency Medical Services Financial Dashboard](#)), and includes the following data: Transport Volume, Revenues, Total Expenses, EMS Agency Expenses, Operational and Reserve Analysis.

The financial dashboard data is updated through December. There is no updated data as of January due to a glitch.

##### **B. LEMSA Report – Brian Christison, Group Program Manager**

- EMS Fees:

The fiscal arm of County Fire has announced that we are entering the third year of a planned three-year staggered fee schedule increase to all County Fire Programs. Fees are being increased for (Fire Marshal) plan reviews, (Fire) inspections and EMS Office Fees. Fees will be presented to the EMCC on March 26th, 2026, where the members of the EMCC and the public can comment on the planned fee increases. The County Fire fee schedule will be considered by the Board of Supervisors on April 22, 2026, and then again on May 6, 2026.

- EMS System Redesign:

The EMS System Redesign is progressing. On January 6, the new Quality Management process began. This crucial realignment moves the legacy fragmented clinical quality monitoring process to a centralized, coordinated system for countywide data tracking, managed by the EMS Office, with EMS agencies being responsible for case dispositions. EMS is providing training to support the Prehospital Notification Pilot platforms in advance of an early March kickoff. The two established advisory committees are providing input and advice for the EMS System Redesign. We've also activated two Task Forces: one to review the trauma catchment area policy and another to refine the County's draft Quality Management Plan. Each committee includes representatives from the Hospital Association, the Fire Chiefs Association, and the Ambulance Association. These groups may bring in Subject Matter Experts and LEMSA staff to provide context and support. Work to operationalize the adjustments recommended by the trauma catchment task force is underway. Lastly, the EMS Office is also working to improve the technical processes to ensure high-quality clinical outcomes are available for EMS patients, which would vastly improve future quality improvement activities.

Just a reminder: the final reports, group charters, and periodic updates are posted on the San Diego County Engage Page.

- SD Emergency App:

The County Office of Emergency Services emergency information app has a new name, a new look, and new features to help keep you safe.

- EMS Office Closures:

Presidents' Day – February 16, 2026; Cesar Chavez Day – March 31, 2026

##### **C. Ground Ambulance Provider Report – Carlos Valdez Acosta-Meza, Operations Manager, AMR**

1. [CSA-17 Quarterly Performance Reports for October, November, December 2025](#). This performance report covered the following: Response compliance, mutual aid counts, Transport destination counts by community, and transport destination counts. Pleased to report another solid quarter of compliance overall.

- a. Community Outreach Update – Eric Nixon, AMR

A video was shared by Eric Nixon on the community outreach that AMR provided for the district.

##### **D. Operations Chief's Meeting Report**

**Jim Mikelson, Deputy Chief, Rancho Santa Fe Fire Protection District**

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Provided updates on the following for Rancho Santa Fe:

- Staffing
- Receiving a new offroad vehicle
- Working on standards of coverage for the district
- Working with NorthComm on a new communications center in the Harmony Grove area

**Jorge Sanchez, Fire Captain, Encinitas Fire Department**

Provided updates on the following:

Encinitas:

- Staffing, vacancies, hiring
- Temporary Fire Station 1 back in service - downtown Encinitas
- Coastal agencies collaboratively working together on the transition to dissolve the Fire Management Services effective March 31, 2026; Interim Fire Chief Colin Stowell working with Solana Beach and Del Mar.

Solana Beach:

- Fully staffed

Del Mar:

- Fully staffed
- Receiving new engine

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## V. OLD BUSINESS

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### A. Consultant's Report on CSA 17 Update – Andy Parr, EMS Administrator

The [Consultant's Report and Scorecard](#) are available online at [www.SanDiegoCountyEMS.com](http://www.SanDiegoCountyEMS.com) at [San Dieguito EMS District/County Service Area 17](#).

### B. LAFCO Update – Andy Parr, EMS Administrator

There was no update.

### C. Lifeguard Report

- City of Solana Beach – Greg Uruburu, Marine Safety Captain  
The following PowerPoint was presented: [Solana Beach Marine Safety Department](#)
- City of Del Mar – Scott Henson, Lifeguard Sergeant  
The following PowerPoint was presented: [Del Mar Community Services Department](#)
- City of Encinitas – Drew Zailik, Marine Safety Lieutenant  
The following PowerPoint was presented: [Encinitas Marine Safety Division](#)

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## VI. NEW BUSINESS

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### A. Selection of Chair and Vice Chair of the CSA 17 Advisory Committee

**A motion was made by Jill MacDonald, seconded by Frank Twohy to re-nominate Tracy Martinez as Chair. Motion carried.**

**A motion was made by Frank Twohy, seconded by Tracy Martinez to re-nominate Jill MacDonald as Vice Chair. Motion carried.**

### B. Correct the listed terms of office for the two Member at Large seats of the Advisory Committee's (Seat 6 and 7) to align with the Bylaws of the Committee.

**A motion was made by Nancy Hillgren, seconded by Marco San Antonio to approve the adjustments that were suggested and made. Motion carried.**

### C. Audio Record of CSA 17 Advisory Committee Meetings

**ACTION: This agenda item will be tabled for a future meeting, once dates and locations are set for the remainder of 2026.**

### D. Poll – Set new CSA 17 Advisory Meeting Schedule & Location(s)

**ACTION: Chair Martinez proposed that the Advisory Committee members send any ideas to Nicole del Toro via email.**

**Chair Martinez and Nicole will connect in the next couple of weeks to solidify the meeting schedule and location.**

- E. AMR Peer Support Program – Melinda Bayliss, EMT/Peer Support Team

The following presentation was shared: [AMR San Diego Peer Support Team](#)

- F. 50 Years of Paramedics in San Dieguito EMS District

County of San Diego Proclamations and challenge coins were given to the Advisory Committee members in honor of the [50<sup>th</sup> Anniversary of the County Service Area 17 San Dieguito Ambulance District](#).

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## VII. FUTURE AGENDA ITEMS

There were no future agenda items.

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## VIII. SET NEXT MEETING/ADJOURNMENT

The next Advisory Committee meeting is scheduled tentatively for Tuesday, May 5, 2026 at 4:00 pm, location is TBD. Meeting adjourned at 5:40 pm.