



LIVE WELL
SAN DIEGO



COUNTY SERVICE AREA 17 (CSA-17) - 2016 MEETING MINUTES

JANUARY – TUESDAY, JANUARY 5, 2016, BUDGET SUBCOMMITTEE

FEBRUARY – TUESDAY, FEBRUARY 2, 2016, ADVISORY COMMITTEE

APRIL – TUESDAY, APRIL 5, 2016, SPECIAL ADVISORY COMMITTEE

MAY – TUESDAY, MAY 3, 2016, ADVISORY COMMITTEE

AUGUST – TUESDAY, AUGUST 2, 2016, ADVISORY COMMITTEE

NOVEMBER – TUESDAY, NOVEMBER 1, 2016, ADVISORY COMMITTEE



County of San Diego

NICK MACCHIONE, FACHE
AGENCY DIRECTOR

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

CSA-17 Budget Subcommittee
c/o Emergency Medical Services
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CSA-17 BUDGET SUBCOMMITTEE MEETING **Minutes** **Tuesday, January 5, 2016**

Members Present

Hillgren, Nancy – Rancho Santa Fe Fire Protection District
Parks, Sherryl – City of Del Mar
Zahn, Peter – City of Solana Beach

Agency Representatives Present

Austin, David – AMR
Cox, Fred – Rancho Santa Fe Fire District
Michel, Tony – Rancho Santa Fe Fire
Stein, Mike – Encinitas Fire

County Staff Present

Cavanaugh, Adria
Leverson, Jim
Shahri, Sheri
Wolchko, Janet I. (Recorder)

- I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**
Sherryl Parks, Chairperson called the meeting to order at 4:20 pm.
- II. PUBLIC COMMENTS/PETITIONS**
There were no public comments or petitions submitted.

II. FINANCIAL REPORT – Jim Levenson

CSA-17 prior year actuals, Fiscal Year (FY) 2015/16 year-to-date and projections were presented.

A. Revenue FY 2015/16	Year-to-date	Projection
▪ Property Tax	\$ 483,822	\$1,169,000
▪ Benefit Fee Taxes	333,880	1,540,000
▪ Interest/Adjustment/Other	5,640	55,000
▪ Transport Fee (resident and non-resident)	<u>855,105</u>	<u>1,700,000</u>
Total Revenue	\$1,678,447	\$ 4,464,000

B. Expenditures FY 2015/16	Year-to-date	Projection
▪ American Medical Response (AMR)	\$1,398,375	\$3,472,147
▪ Rancho Santa Fe Fire Protection District	49,053	210,224
▪ City of Encinitas	17,875	80,018
▪ City of Del Mar	4,278	20,237
▪ City of Solana Beach	5,256	25,294
▪ Wittman Enterprises, LLC	18,573	80,000
▪ County Admin Services	27,548	200,000
▪ North County Dispatch	0	22,000
▪ Mutual Aid	<u>0</u>	<u>20,000</u>
Total Expenditures	\$1,520,958	\$4,129,920

IV. REVIEW OF EMS COORDINATOR SALARY AND BENEFITS

Rancho Santa Fe Fire Protection District (RSFFPD) has full responsibility for the EMS Coordinator Position regarding liability and compensation. Discussion and negotiation regarding salary and benefits will be conducted by RSFFPD. RSFFPD will discuss reimbursement for the EMS Coordinator Position with the CSA-17 Advisory Committee.

V. BUDGET APPROPRIATION FOR FY 2016/17

A. Revenue FY 2016/17 Budget Build	
▪ Property Taxes	\$1,192,380
▪ Benefit Fee Taxes	1,540,000
▪ Interest/Adjustment/Other	55,000
▪ Transport Fee (resident and non-resident)	<u>1,589,500</u>
Total Revenue	\$4,376,880

Property Tax: FY 2016/17 projection assumes a growth rate of 2%.

Benefit Fee: The benefit fee is adjusted relative to changes in the Consumer Price Index (CPI). The rate adjustment has not been established for FY 2016/17.

Projection is the same amount as the current fiscal year.

Ambulance Transport Revenue: Transport revenue in FY 2015/16 has declined from the prior year; FY 2016/17 assumes a decline of 6.5%.

B. Expenditures FY 2016/17 Budget Build

▪ American Medical Response		\$3,588,195
▪ Rancho Santa Fe Fire Protection District Total		\$ 210,224
First Responder	\$ 36,180	
Defibrillator	6,389	
EMS Coordinator Salary & Benefits	137,805	
Coordinator Admin & Supervision	14,100	
Fuel/Maintenance	15,750	
▪ City of Encinitas – Contract amount plus defibrillator costs		\$ 80,018
▪ City of Del Mar – Contract amount plus defibrillator		20,237
▪ City of Solana Beach - Contract amount plus defibrillator		24,218
▪ Wittman Enterprises, LLC - Billing & Collection		71,528
▪ County Admin Services - EMS, DPC, County Counsel, Willdan		200,000
▪ North County Dispatch		22,000
▪ Miscellaneous Mutual Aid		20,000
Total Expenditures		\$4,236,440

AMR: The contract with AMR includes a prenegotiated price increase effective January 1, 2016.

Wittman Enterprises, LLC: Fee is calculated based on 4.5% of transport revenue.

County Administration Services: Amount budgeted for FY 2016/17 reflects the same amount that was budgeted in FY 2015/16. Year to Date (YTD) numbers are not currently available from the County system.

Reserve: Reserve/Expenditure savings balance projected will go toward the CSA-17 reserve fund.

C. Budget Build comments and discussion:

1. A 5% place holder is budgeted for RSFFPD for reimbursement for the EMS Coordinator position.
2. It was suggested to increase the budget build for Wittman Enterprises, LLC for a cushion for transport fees to \$90,000.
3. It was suggested to decrease the County Administration Services budget build amount to \$150,000 - \$175,000.
4. Operations needs were discussed and any requests will be brought forward to the Advisory Board via its representatives.

A motion was made to approve the Budget with revisions 1,2 and 3 above. Budget Subcommittee members voted to approve the budget as revised and recommend the budget be forwarded to the CSA-17 Advisory Committee.

VI. ADJOURNMENT

Meeting adjourned at 4:50 pm.



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CSA-17 ADVISORY COMMITTEE MEETING
Sherryl Parks, Chair/Barb Cerny, V-Chair
Minutes
Tuesday, February 2, 2016

Members Present

Cerny, Barbara – Torrey Pines Community Planning Group
Muir, Mark – City of Encinitas
Parks, Sherryl – City of Del Mar
Stine, Tucker – Rancho Santa Fe Fire Protection District (Alt)
Zahn, Peter – City of Solana Beach
Zovanyi, Peter – Citizen at Large

County Staff Present

Ameng, R.N., Diane
Haynes, M.D., Bruce
Leverson, Jim
Shahri, Sheri
Wolchko, Janet I. (Recorder)

Agency Representatives Present

Austin, David – American Medical Response (AMR)
Blumeyer, Jon – Encinitas Fire Department
Fohl, Arthur - AMR
Michel, Tony – Rancho Santa Fe Fire
Stein, Mike – Encinitas Fire Department
Twohy, Frank – Elfin Forest Fire

I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Sherryl Parks, CSA-17 Chair called the meeting to order at 4:00 pm.
Attendees introduced themselves. Tucker Stein was introduced as the Rancho Santa Fe Fire Protection District alternate representative.

II. APPROVAL OF MINUTES

A motion was made by Peter Zahn, seconded by Mark Muir to approve the November 3, 2015 CSA-17 Advisory Committee minutes. Motion carried.

A motion was made by Peter Zahn, seconded by Sherryl Parks to approve the January 5, 2016 CSA-17 Budget Subcommittee meeting minutes. Motion carried.

III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

IV. ELECTION OF CSA-17 ADVISORY COMMITTEE CHAIR AND VICE-CHAIR FOR 2016

Peter Zahn was nominated for CSA-17 Chair. Barb Cerny made a motion, seconded by Mark Muir to approve the nomination. Motion carried.

Nancy Hillgren was nominated for CSA-17 Vice-Chair position. Mark Muir made a motion, seconded by Peter Zahn. Motion carried.

Peter Zahn thanked Sherryl Parks for serving as Chair of CSA-17 Advisory Committee for the last year.

V. MANAGEMENT TEAM REPORT

A. Budget and Finance Report – Jim Levenson

EMS presented the CSA-17 Financial Review of Q2 Fiscal Year (FY) 2015/16.

1. Q2 FY Projection

a. Revenue	
Ambulance Transport Fee	\$1,700,000
Property Taxes	1,169,000
Benefit Taxes	1,540,000
<u>Interest/Adjustment/Other</u>	<u>55,000</u>
Total Revenue	\$4,464,000

b. Expenditures	
City of Del Mar	\$ 20,237
City of Encinitas	80,018
North County Dispatch	22,000
Rancho Santa Fe Fire Protection District	210,224
Solana Beach	25,294
AMR	3,472,147
Wittman Enterprises, LLC	80,000
County – Admin Services	200,000
<u>Mutual Aid</u>	<u>20,000</u>
Total Expenditures	\$4,129,920

2. FY 2016/17 Proposed Budget

a. Revenue	
Ambulance Transport Fee	\$1,589,500
Property Taxes	1,192,380
Benefit Taxes	1,540,000
<u>Interest/Adjustment/Other</u>	<u>55,000</u>
Total Revenue	\$4,376,880

- Property tax projection assumes a 2% tax increase.
- Benefit taxes are projected the same as FY 2015/16.

- Interest/Adjustment/Other includes Ground Emergency Medical Transportation (GEMT) revenue.
- Transport fees are trending down and projected at a 6.5% decrease.

b. Expenditures

City of Del Mar	\$ 20,237
City of Encinitas	80,018
North County Dispatch	\$ 22,000
Rancho Santa Fe Fire Protection District	217,114
Solana Beach	24,218
AMR	3,588,195
Wittman Enterprises, LLC	90,000
County – Admin Services	200,000
<u>Mutual Aid</u>	<u>20,000</u>
Total Expenditures	\$4,261,782

- City of Del Mar, Encinitas, Rancho Santa Fe Fire Protection District and Solana Beach expenditures include defibrillator costs.
- Rancho Santa Fe Fire Protection District also includes First Responder payment, EMS Coordinator, Coordinator Admin and Supervision and fuel/maintenance.
- AMR pre-negotiated price increase is effective January 1, 2016.
- Wittman Enterprises, LLC includes 4.5% of receipts.
- County Administration Services fees of 5% cover personnel, DPC, other Admin fees and Wildan. There was discussion to reduce the County Administration Service fees. The Deputy Director suggested leaving the amount at \$200,000 due to upcoming projects such as the LAFCO application and GEMT revenue.

3. Reserve

Revenue less expenditures savings will go toward the CSA-17 reserve.

A motion was made by Sherryl Parks, seconded by Mark Muir to approve the proposed FY 2016/17 CSA-17 Budget. Motion carried.

Note: Transports trending down was discussed at the Operations meeting. Call volume transports are staying the same, non-residents are down since 2013.

B. Administrative Report – Bruce E. Haynes, M.D.

1. Wittman will review transport reports and the accuracy of the transport provider. A report should be available at the next meeting.
2. Marcy Metz husband had a cardiac arrest on Christmas morning. An update on his condition was given. Peter Zahn requested that CSA-17 best wishes are expressed to Marcy for her husband's steady improvement.
3. The Health Information Exchange (HIE) networks patient health records for hospital access to patient information such as medications, etc. EMS has been added to the HIE San Diego Health Connect grant application.

4. The Public Health Services (PHS) facility at Rosecrans had 20% of their department roof collapse due to the heavy rainfall. PHS Administration staff is currently at EMS.
5. *Love your Heart*, on February 11, 2016 is sponsored countywide by HHSA. Providers at various locations will give blood pressure (BP) checks and encourage people to know their numbers including cholesterol, etc.

C. Medical Director's Report – Bruce E. Haynes, MD

1. Treatment guidelines for Stroke
 - There have been several articles on treatment for stroke victims using endovascular treatment to remove clots in the brain. The treatment has shown to be beneficial for brain activity recovery and better patient outcomes.
 - The number of hours that determines if someone is a stroke victim to go to a stroke hospital has changed from four (4) to six (6) hours due to the endovascular treatment devices being able to be used at a greater interval.
 - Half of the County hospitals have the capacity to do the endovascular procedure. Three (3) hospitals in the County are primary comprehensive stroke centers. The UC hospitals and Scripps La Jolla are designated by the American Stroke Association.

D. Paramedic Provider Report – Dave Austin

1. AMR fourth quarter compliance reports for October, November and December were sent to the Advisory Committee members prior to the meeting. AMR performance reports were presented and included response time compliance, mutual aid and transport by community.
Monthly highlight summary:
 - October compliance performance was 95.35% based on 645 calls and 441 transports.
 - November compliance performance was 94.12% based on 612 calls and 375 transports.
 - December compliance performance was at 95.16% based on 599 calls and 406 transports.
 - Mutual Aid for the quarter: There were 31 outbound mutual aid calls and 13 inbound calls.
2. Community Service and Public Education:
There were 165 community public service hours completed during the quarter, serving 11,042 people, 361 were CPR trained. Highlights included:
 - Blood pressure screening
 - Compression only CPR
 - Car safety inspection checks
 - Ambulance show and tell
 - Fire Station, fire service weekend days
3. The Cardiac Arrest Registry to Enhance Survival (CARES) reported 51 cardiac arrests within CSA-17 for the year, and a 23.5% survival rate. Last year the

survival rate was 17.3%; the national average is 10.8%. 65.9% of the cardiac arrests received bystander CPR and 7.3% received AED.

4. The first annual survivor luncheon is scheduled for June 1st at the Encinitas Senior Center.
5. At the last CSA-17 Advisory Board meeting, the Chiefs were asked if they had any additional requests. The following requests regarding CPR were mentioned.
 - Access to the community network of people in the CSA area, contacting high schools to allow CPR instruction. Mary Murphy has provided packets to high schools and middle schools regarding CPR training.
 - Field opportunities – Current CPR standards are being used. The mechanical CPR device that does CPR in route to the hospital was mentioned.
6. Inquiry was made regarding the mosquito problem and ways to effectively collect standing water including rain barrels not to attract mosquito breeding. It was mentioned that 5.25% bleach can be added to 50 gallons of water to stop mosquitos from laying their eggs without hurting the environment.

E. Operations Report and EMS Coordinator Report – Mike Stein

1. Chief Daigle retired in December as the Fire Chief for the City of Solana Beach and Del Mar. Mike Stein will be the acting Fire Chief until open recruiting and testing. Acting Deputy Chief Jon Blumeyer will be sharing the responsibility with Deputy Chief Cox giving the Operational Chief's reports for future CSA-17 meetings.
2. Drill training: Deputy Chief Cox
 - North County Fire Fallbrook had an active shooter drill utilizing units in the area that included 40 simulated victims at the public high school.
 - Cal State San Marcos had an active shooter three (3) day event drill securing the campus, working with law enforcement and fire personnel.
 - An active shooter drill is planned at Del Mar fairgrounds the end of April. The drill will include working with Del Mar security and coordinating with the neighboring fire agencies and law enforcement.
 - There will also be appropriate training for mosquito attacks.

F. CSA-17 EMS Coordinator Report

Chief Michel announced that Mary Murphy has taken a job with the City of Carlsbad as EMS Manager. February 19th is her last day as CSA-17 EMS Coordinator. A review and history of the CSA-17 EMS Coordinator position was given. Chief Michel and CSA-17 Advisory Committee thanked Mary for a job well done for the last eight (8) years including improving the level of care to the citizens of CSA-17. Operations Chiefs will transfer EMS Coordinator duties to agency staff until there is a recommendation for the position. Recommendation by the Chiefs will be based on the best level of service needed and the Board supported policy on how to meet the objectives.

Action Item:

It was recommended to add an agenda item regarding the EMS Coordinator position to the next CSA-17 Advisory Committee meeting.

1. Mary Murphy spoke to several people at the CPR survivor's luncheon and added that quality of care is top in the County.
2. Education on active shooter
 - There was a false call at the Balboa Naval Hospital.
 - In October, an active shooter review was done of the Aurora incident.
 - There will be an active shooter training drill the end of April at the Del Mar Fairgrounds in cooperation with the Sheriff Department and Fire Departments.
3. Training on medical legal writing will be in December.
4. In February there will be advanced life support renewal.
5. Mary thanked everyone for the past years serving CSA-17.

VI. OLD BUSINESS

- A. The LAFCO application draft is being finalized. There is a meeting with LAFCO next week to review the application. When the application is final it will be submitted with a Board Letter to the County Board of Supervisors to vote to initiate the process. Preliminary staff reports can be provided to any affected agency or body as a part of the review. CSA-17 Advisory Committee is part of the affected agency contact. After the preliminary staff report comes out with terms and conditions, there will be a review period of 30 to 60 days.

VII. FUTURE AGENDA ITEMS

- Update on the EMS Coordinator position progress and recruitment, and competitive data for the position and support.
- Information on the mosquito problem and collecting standing water not to attract mosquito breeding.

VIII. SET NEXT MEETING/ADJOURNMENT

Next CSA-17 Advisory meeting is May 3, 2016.

The meeting was adjourned at 4:58 p.m.



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CSA-17 SPECIAL ADVISORY COMMITTEE MEETING
Peter Zahn, Chair/Nancy Hillgren, V-Chair
Minutes
Tuesday, April 5, 2016

Members Present

Heiser, Don – Member at Large
Hillgren, Nancy – Rancho Santa Fe Fire Protection District
Parks, Sherryl – City of Del Mar
Zahn, Peter – City of Solana Beach
Zovanyi, Peter – Citizen at Large

County Staff Present

Ameng, R.N., Diane
Metz, R.N., Marcy
Shahri, Sheri
Wolchko, Janet I. (Recorder)
Yaghmaee, Saman

Agency Representatives Present

Austin, David – American Medical Response (AMR)
Stein, Mike – Encinitas Fire Department
Twohy, Frank – Elfin Forest Fire

I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Peter Zahn, CSA-17 Chair called the meeting to order at 4:09 pm. Introductions were made.

II. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

III. CSA-17 EMS COORDINATOR POSITION

A. Operations Report: PowerPoint Presentation
CSA-17 Advisory Committee required the ambulance provider to create and fund an EMS coordinator position as part of the 2007 contract. The position is responsible for planning coordinating and monitoring all technical and administrative aspect for Paramedics and Emergency Medical Technicians (EMTs) ensuring compliance with State and Federal laws and regulations.

1. History:
 - Quality Assurance/Quality Improvement (QA/QI) and education was formally provided by contract with Scripps La Jolla and County of San Diego EMS.
 - 2007 the EMS Coordinator position was created and an employee of San Diego Medical Services Enterprise (SDMSE).
 - 2011 the EMS Coordinator was employed by Rancho Santa Fe Fire Protection District (RSFFPD).
 2. Currently CSA-17 covers approximately 73 square miles within the cities of Del Mar, Encinitas, Solana Beach, RSFFPD and portions of Elfin Forest with six (6) ALS ambulances. Since 2007 paramedic and EMT ratio has increased over 30%.
 3. EMS Coordinator duties include:
 - QA/QI, audits compliance with the standard of care and SD EMS protocols
 - Represent the CSA Fire Department on local EMS committees
 - Designated infection control officer for CSA-17
 - Certification and recertification of EMTs
 - Assists with community outreach and education, i.e. hands only CPR
 - Develops and coordinates Continuing Education (CE) programs to educate field personnel
 - Medical equipment purchasing
 - Firefighter flu vaccine and TB testing
 - Attend operations meetings for CSA-17
 - Skill testing for new hire/probationary tests
 - Liaison with County EMS, fire departments, local hospitals, American Medical Response (AMR)
- B. Options and proposals:
- Regional Cooperative Care Partnership (RCCP) – Joint Powers of Authority (JPA) created for fire departments and member agencies to have services including a Medical Director, a program manager and a nurse. Budgetary information was provided.
 - AMR Proposal – list of responsibilities and quote for those services were provided. Recommended by CSA-17 Operations.
- C. Discussion topics:
- RCCP and JPA program representation
 - Conflict of interest and liability
 - Private and public employer models
 - Contract proposal dates, term and sunset date
 - Competitive salary rate and estimate
 - Personnel aspect, hiring and evaluation
 - Funding and interim position, RSFFPD subcontracting with AMR.

A motion was made by Peter Zahn, seconded by Sherryl Parks to move forward with a final proposal and agreement with AMR for the CSA-17 EMS Coordinator Position. Motion carried.

IV. ADJOURNMENT

Meeting was adjourned at 4:55 pm.



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CSA-17 ADVISORY COMMITTEE MEETING
Peter Zahn, Chair/Nancy Hillgren, Vice-Chair
Minutes
Tuesday, May 3, 2016

Members Present

Cerny, Barbara – Torrey Pines Community Planning Group
Hillgren, Nancy – Rancho Santa Fe Fire Protection District
Muir, Mark – City of Encinitas
Parks, Sherryl – City of Del Mar
Zahn, Peter – City of Solana Beach
Zovanyi, Peter – Citizen at Large

County Staff Present

Ameng, R.N., Diane
Haynes, M.D., Bruce
Metz, R.N., Marcy
Shahri, Sheri
Wolchko, Janet I. (Recorder)
Yaghmaee, Saman

Agency Representatives Present

Austin, David – American Medical Response (AMR)
Michel, Tony – Rancho Santa Fe Fire
Peltier, Patricia - AMR
Stein, Mike – Encinitas Fire Department
Twohy, Frank – Elfin Forest Fire

I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Peter Zahn, CSA-17 Chair called the meeting to order at 4:05 pm.
CSA-17 members introduced themselves.

Two (2) testimonials from CSA-17 members were given regarding dispatch and paramedic responses to calls, and the timely response and professional care that was received.

II. APPROVAL OF MINUTES

A motion was made by Nancy Hillgren, seconded by Sherryl Parks to approve the February 2, 2016 and April 5, 2016 meeting minutes with corrections. Motion carried.

III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

IV. MANAGEMENT TEAM REPORT

A. Budget and Finance Report – Sheri Shahri

EMS presented the CSA-17 Financial Report Year to Date as of April 25, 2016.

1. Revenue Growth by Source

Ambulance Transport Fee		\$1,544,700
Resident Transport Fees	\$921,600	
Non-Resident Transport Fees	<u>623,100</u>	
Property Taxes		1,023,700
Benefit Taxes		1,056,000
Interest/Adjustment/Other		<u>21,000</u>
Total Revenue		\$3,645,800

- Tax revenue was up by 5% from last year.
- Resident transport fees are up 16%, the number of resident transport is up 20% and non-resident transport fees are down 18%.
- Benefit fee growth is at 3%.

2. Expense Growth by Source

Ambulance Contracts		\$2,728,000
Dispatch Services		11,000
Billing & Collection Services		49,200
County – Admin Services		<u>78,300</u>
Total Expenditures		\$2,866,600

- Ambulance Contracts show a 13% increase from the prior year.
- Dispatch services are up 47% from last year.
- Billing and collection services are down 7%.
- Total expenses are up 12%.

3. Summary

- Property taxes and benefit fees are trending on target.
- It was noted that contract expenditure costs listed are through December 2015.

B. Administrative Report – Marcy Metz

1. Mary Metz thanked everyone for their support during her husband's recovery from his cardiac arrest.
2. The 5th Annual Sidewalk CPR Day is May 18, 2016, 10:00 am – 4:00 pm. The goal is to train 4,000 individuals in adult compression only CPR. Twelve (12) agencies have registered to participate at several locations throughout the County to instruct the community in adult compression only CPR.

3. The 5th Annual Strike out Stroke event at the Padres is on June 4, 2016, Padres versus the Rockies. It is a community event to remind people to call 911 at the first sign of stroke symptoms. The acronym FAST (F –facial drooping, A-being able to raise both arms, S- for speech/slurring of words and T- for time/call 911 describes stroke symptoms. There will be a press event prior to the game. A flier was providing information regarding the event as well as discount ticket information.
4. May 4th is the Countywide Medical Health exercise. The emergency medical services operation center (MOC) will be fully activated. The exercise will have an El Niño scenario. Alternative care sites will be set up at Carlsbad. Rady Children's Hospital and UCSD will participate in the exercise practicing pediatric and neonatal evacuation in a disaster situation. In the South Bay they will practice a scenario where a roof collapses at a school.

C. Medical Director's Report – Bruce E. Haynes, MD

1. To follow up on the question regarding Wittman and Associates billing. Wittman is reviewing the accuracy of transport reports.
2. Zika virus:
 - The California Disease Control (CDC) website has up-to-date information on protection from mosquitos and management.
 - New England Journal of Medicine April 21, 2016 article has information regarding Zika virus infections.
 - Zika and Guillian-Barre Syndrome incidents have increased.
 - Zika virus may be the cause of microcephaly in neonates.
3. An article in the UT regarding San Diego slow responses to 911, a case was cited. The majority of 911 calls are received by the police agencies. If it is a medical call it is referred to the fire department Northcom dispatch center. It is suggested to call on a hard line as the location can be determined more easily.

A Northcom audit shows that calls from Public Safety Answering Points (PSAP) are 99% within the 10 second recommended interval.

State level funding for 911 was cut a few years ago. Legislation is moving forward to renew the 911 funding.

D. Paramedic Provider Report – Dave Austin

1. AMR first quarter compliance reports for January, February and March were sent to the Advisory Committee members prior to the meeting. AMR performance reports were presented and included response time compliance, mutual aid and transport by community.

Monthly highlight summary:

- January compliance performance was 96.23% based on 664 calls and 446 transports.
- February compliance performance was 94.90% based on 647 calls and 449 transports.

- March compliance performance was at 95.75% based on 659 calls and 447 transports.
 - Mutual Aid for the quarter: There were 28 inbound mutual aid calls and 35 outbound calls. The 35 outbound mutual aid calls were provided with no negative impact.
 - Monthly transports to the hospitals were unchanged. Call volume was down this month.
2. Community Service and Public Education:
There were 70 community public service hours completed during the quarter, serving 400 people. Highlights include:
 - Rancho Santa Fe Easter Egg hunt
 - Encinitas Easter Egg hunt
 - Community CPR
 - Child safety seat inspections
 - Ambulance show and tell
 3. Paramedic Training:
 - January: Advance cardiac life support research, certification and CPR
 - February: Prehospital trauma life support
 - March: Anaphylaxis (e.g. bee stings), aorta aneurisms and stroke
 - Education: Case review, progression and outcomes
 4. The Cardiac Arrest Registry to Enhance Survival (CARES) is a national data registry that measures community's performance and helps identify how to improve cardiac arrest survival rates. In 2015 CSA-69 had a 23.5% cardiac arrest survival rate.
 5. An EMS week flier was distributed. Encinitas Station 5 is having a taco lunch. Dave Austin, Chief Cox and Chief Twohy received a copy of the EMS Week proclamation for First responder recognition by the Board of Supervisors for EMS week.
 6. EMS Coordinator Position:
 - The position was posted on April 8. Three applications have been received but did not meet the qualifications.
 - The position has been posted on monster.com and facebook.
 7. A survivor luncheon is scheduled on June 1, 2016. There will be seven (7) survivors from CSA-69 who will be giving testimonies.
 8. Questions and discussion:
 - Statistics on cardiac arrest survival, Automated External Defibrillators (AEDs) and CPR.
 - Non-resident transport decline inquiry. There is no data on why non-resident transports are down. The decline may be due to fewer travelers.

E. Operations Report and EMS Coordinator Report – Mike Stein

1. Encinitas EMT licenses are renewed as of this month.

2. There was an active shooter drill at Del Mar on April 27th. The drill was coordinated with Del Mar Fairground security in preparation for the fair and racing season. The drill included Del Mar Fairground security and San Diego County Sheriff's Department, using their active shooter protocol. A warm zone protection area was set up by the Sheriff Department for personnel to triage victims.

In conjunction with the drill, Del Mar practiced a partial activation of their EOC.

3. Paramedics and Fire are preparing for the fire season.

V. OLD BUSINESS

A. 4-S Ranch Property Tax - Saman Yaghamee

Summary information was distributed. Chief Michel provided maps of the area.

1. Background: December 1992, at the time of annexation of 4S Ranch into CSA-17 it was determined that no property tax exchange would occur since CSAs have the ability to levy benefit fees and since there is no loss of service responsibility by any agency.
2. The 4S Ranch four (4) area divisions are referred to as Tax Rate Areas (TRAs). Group properties are taxed by the same combination of taxing agencies. TRAs are reassessed on an annual basis and rates vary within each TRA. An estimate of revenue from the 4S Ranch four (4) TRAs depends on the assessed value of each TRA property.
3. Discussion:
 - Policy change, renegotiation of the property tax and allocation of funds. Currently the revenue is going into the County General Fund.
 - CSA-17 is receiving benefit fees for the areas that are annexed in to CSA-17.
 - A Board Letter is required to request for renegotiation of the 4S Ranch property tax exchange from the County General Fund revenue into CSA-17.
 - The 4S Ranch taxation issue is not related to the CSA-107 annexation.
 - The CSA-17 Advisory Board asked that the 4S tax issue be a condition of the Annexation application. The 4S tax issue and the CSA-107 annexation are not related. EMS staff will make sure that the tax issue that happened with 4S will not happen again during the LAFCO annexation process

B. LAFCO Application – Annexation of CSA-107 (Elfin Forest/Harmony Grove)

The LAFCO impact analysis updates were presented.

1. New as of December 31, 2015 the Rancho Santa Fe Fire Protection District (RSFFPD) has been providing, under contract with the County of San Diego, an ALS Engine Company out of the temporary fire station in Harmony Grove Village.
2. A section was removed under new housing development that was not in the CSA-107 area.

3. In addition to the Harmony Grove project, there are plans for the development of 453 residential units (single-family and multi-family) within 229 habitable structures on approximately 111 acres referred to as Harmony Grove Village South. Currently there is a discretionary application in process with Planning & Development Services for this project and the decision maker for this project will be the Board of Supervisors.
4. The analysis showed current and projected ambulance usage due to population. Potential revenue was projected with housing units benefit fee and property tax revenue.
5. Mutual Aid agreement by the Fire Chiefs of San Marcos and Escondido. This will be part of the terms and agreements in the Local Agency Formation Commission (LAFCO) application.
6. Recommendation is to move forward with the application process parallel with the 4S Ranch tax issue.
7. Joe Sorrano, Analyst with San Diego LAFCO gave a summary of the process. CSA-107 was annexed into Rancho Santa Fe to provide fire services. During the application analysis, the commission noticed that half of CSA-107 was in CSA-17 for Advanced Life Support (ALS) services, the remaining 3,000 acres was outside CSA-17. A condition was added to include an application by CSA-17 to ensure the current and future residents would receive ALS services. Therefore, there is a request for CSA-17 to initiate an application to annex the remaining portion so residents have ALS services.

Discussion:

- LAFCO representation from the San Diego area was explained.
- Financial analysis, terms and conditions include the parcel and property tax.
- Approval of the LAFCO application and concerns regarding 4S Ranch should be addressed via separate Board Letters.

A motion was made by Mark Muir, seconded by Nancy Hillgren to initiate the LAFCO application to annex CSA-107 into CSA-17. Motion carried.

VI. FUTURE AGENDA ITEMS

Follow-up report regarding the LAFCO application.

VII. SET NEXT MEETING/ADJOURNMENT

Next CSA-17 Advisory meeting is August 2, 2016.

The meeting was adjourned at 5:47 p.m.



County of San Diego

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CSA-17 ADVISORY COMMITTEE MEETING

Peter Zahn, Chair/Nancy Hillgren, Vice-Chair
Minutes

Tuesday, August 2, 2016

Members Present

Cerny, Barbara – Torrey Pines Community Planning Group
Heiser, Don – Member at Large
Parks, Sherryl – City of Del Mar
Stine, Tucker – Rancho Santa Fe Fire Protection District
Zovanyi, Peter – Citizen at Large

County Staff Present

Ameng, R.N., Diane
Haynes, M.D., Bruce
Shahri, Sheri
Wolchko, Janet I. (Recorder)

Agency Representatives Present

Austin, David – American Medical Response (AMR)
Cox, Fred – Rancho Santa Fe Fire Department
Kay, Karen – CSA-17 EMS Coordinator
Michel, Tony – Rancho Santa Fe Fire
Peltier, Patricia - AMR
Stein, Mike – Encinitas Fire Department
Twohy, Frank – Elfin Forest Fire/RSF

1. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Sherryl Parks, CSA-17 Former Chair called the meeting to order at 4:00 pm. CSA-17 members introduced themselves.

2. APPROVAL OF MINUTES

A motion was made by Peter Zovanyi, seconded by Barb Cerny to approve the May 3, 2016 CSA-17 Advisory Committee draft minutes. Motion carried.

3. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

4. MANAGEMENT TEAM REPORT

A. Budget and Finance Report – Sheri Shahri, EMS Admin Analyst

EMS presented the CSA-17 Financial Report FY 2015/16 Q4. The financial report does not include information from June.

1. Revenue Growth by Source

Ambulance Transport Fee		\$1,822,670
Resident Transport Fees	\$1,085,284	
Non-Resident Transport Fees	<u>737,386</u>	
Property Taxes		1,197,188
Benefit Taxes		1,572,223
Interest/Adjustment/Other		<u>27,450</u>
Total Revenue		\$4,619,532

- Tax growth was at 6%.
- Resident transport fees were up 1%, not counting June fees. Resident transport fees are down 7% which will be updated when June numbers are in the system.
- Benefit fee growth is at 4%. Benefit fee increase of 1.62% for FY 2016/17 is based on the increase in CPI.
- Interest/Penalties & Other are down 48% as the Ground Emergency Medical Transportation (GEMT) Supplemental Reimbursement has not been received this year. GEMT expected revenue amount is \$25,000.

2. Expense Growth by Source

Ambulance Contracts		\$3,717,637
Dispatch Services		16,500
Billing & Collection Services		72,535
County – Admin Services		<u>115,535</u>
Total Expenditures		\$3,922,207

- The total expense growth is up 1%. Ambulance Contracts growth was 2%, this does not include all June invoices.
- Dispatch services growth was 10%.
- Billing and collection services are down 8% and do not include all June invoices.
- County-Admin Services is down 5% due to staff vacancy.

3. Budget Trending

- North County Dispatch contract has been extended for another quarter through September 30, 2016 at \$5,500 per quarter. A new contract is being negotiated to be effective October 1st, the contractor is requesting \$29,000 for the year. The change will be for 2016/17.
- Rancho Santa Fe Fire Department and American Medical Response (AMR) contracts are being amended to remove the EMS Coordinator position from Rancho Santa Fe to AMR at \$140,000. Once the AMR contract is amended the

EMS Coordinator position will be removed from the Rancho Santa Fe contract and there will be a transfer of funds for the position.

- Four (4) year analysis of resident transport fees shows high activity during the holiday season November to January. The four (4) year analysis of non-resident transports show the high months are June to early October.
- Resident gross receipt transports have increased since March. Non-resident gross receipts are below the fourth quarter average. Receipt information does not reflect June data.

B. Administrative Report – Bruce E. Haynes, MD EMS Medical Director

1. The County is in the process of selecting a new EMS prehospital assessment data system. There is no fee for the current vendor and there is no fee associated with the new system.
2. The Capacity Taskforce continues to monitor system offload issues. Contacting the Duty Officer has helped to speed the offload process.
3. EMS is now required to enter EMT disciplinary actions in a National Practitioner Data Bank. This was designed to prevent EMT's and Paramedics with a disciplinary action from transferring from state to state in order to avoid disciplinary actions. Currently if an EMT or Paramedic is found guilty of an EMS statute, it is reported to EMS and the individual is evaluated.
4. Certification volume continues to increase. EMT's should come in early to have enough time to process the certification.

C. Medical Director's Report – Bruce E. Haynes, MD EMS Medical Director

1. The protocol taskforce does an extensive review of the treatment guidelines for paramedics and EMT's. Adult treatment guidelines were reviewed on July 7th and pediatric guidelines were reviewed last week. There will be a public comment period for the treatment guidelines.
2. AB15, End of Life Option Act in California is the right to end life via prescription by physicians. Training for the field will be part of the process. An algorithm for EMT's and paramedics will be made available for certain situations where the decision is not clear and where there may be family differences.
3. The Stroke five (5) year report is available and on the EMS website.
Action Item: Send the Stroke Five year link to the Advisory Committee.
4. The Cardiac Arrest Committee is reviewing CPR Dispatch and discussion on Medication and procedures with cardiac arrest.
5. Zika virus cases have been reported. Insecticides that are being used to eliminate the mosquitos that transmit the virus are considered safe.
6. Discussion topics:

- San Diego Project One for All has received \$16 million for homeless housing and mental health services. Community Paramedicine (CP) projects expanded the scope of practice which assists the homeless and individuals with behavior health issues to receive referrals for treatment or services. It was also stated that San Diego Housing Federation has an annual conference that includes information and analysis on housing the homeless.
- There are three ballot measures in November regarding marijuana. Information regarding dispensaries was requested at the next CSA-17 Advisory Committee.

D. Paramedic Provider Report – Dave Austin, CSA Program Manager

1. AMR second quarter compliance reports for April, May and June were sent to the Advisory Committee members prior to the meeting. AMR performance reports were presented and included response time compliance, mutual aid and transport by community.

Second Quarter monthly highlight summary:

- April compliance performance was 95.73% based on 609 calls and 404 transports.
 - May compliance performance was 94.85% based on 582 calls and 364 transports.
 - June compliance performance was at 95.36% based on 732 calls and 469 transports.
 - There were 46 inbound mutual aid calls accounting for nine (9) transports and 20 outbound calls that resulted in 11 transports. The outbound mutual aid calls were provided with no negative impact to CSA-17.
 - Monthly transports to hospital by unit did not change, 75% of the patients are going to Scripps Encinitas, 13% to La Jolla, 3.95% to Pomorado and 3.7% to Palomar.
2. Community Service and Public Education:
For the quarter there were 92 hours of community public service completed serving 294 people, 74 were in CPR. Highlights include: County CPR Day, Blood Pressure Screening, Safety Child Seat Inspections and Ambulance Show and Tell.
 3. American Medical Response (AMR) hosted the first Cardiac Survivor Luncheon on June 1, 2016 to celebrate their high cardiac survivor rate. The luncheon was attended by CSA-17 members, Supervisor Roberts, Encinitas Vice-Mayor Schaffer, whose husband is a survivor, Encinitas City manager, Rancho Santa Fe Board President James Ashcroft, Chief Cox, Chief Blumeyer, Chief Twohy, Chief Michel, Dr. Haynes and Chief Stein. EMT's, Paramedics and cardiac survivors were able to share their survivor stories. An article in the Del Mar Community Monthly News written by Sherryl Parks highlighted the luncheon as well as survivor statistics. The Chiefs were recognized at the luncheon by Supervisor Roberts.

Cardiac survival Registry year-to-date is 13%, nationally it is 6.8%.

4. Continuing Education:

- April: MCI
- May: Review
- June: Protocol update

5. EMS Coordinator Position:

- CSA-17 Chiefs have approved Karen Kay for the CSA-17 EMS Coordinator position. She has a paramedic background with the City of San Diego is an RN who was previously with Scripps Encinitas and Inland Empire.

E. Operations Report and EMS Coordinator Report – Chief Fred Cox

1. EMT's were provided annual TB testing.
2. Flu vaccines have been ordered. There was discussion on the prediction of the flu vaccine preplanning and effectiveness.
3. Fire Chief's participated in monthly Continuing Education (CE) courses.
4. Dave Austin and Pat Peltier filled in during the EMS Coordinator position vacancy.

5. OLD BUSINESS

LAFCO Application – Annexation of CSA-107 (Elfin Forest/Harmony Grove)

An update was given by Andrew Parr, Fire and EMS Liaison with County EMS.

Plan of action at the Chief's meeting is to move forward with the annexation LAFCO application. The Impact Analysis was reviewed at the last CSA-17 Advisory meeting and it was determined that there were additional issues to be clarified. The Chiefs will continue to work through the application before bringing it back to the CSA-17 Advisory Committee.

6. FUTURE AGENDA ITEMS

- LAFCO Application
- Marijuana initiatives

7. SET NEXT MEETING/ADJOURNMENT

Next CSA-17 Advisory meeting is November 1, 2016.

The meeting was adjourned at 4:35 p.m.



County of San Diego

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CSA-17 ADVISORY COMMITTEE MEETING
Peter Zahn, Chair/Nancy Hillgren, Vice-Chair
Minutes
Tuesday, November 1, 2016

Members Present

Cerny, Barbara – Torrey Pines Community Planning Group
Heiser, Don – Member at Large
Hillgren, Nancy – Ranch Santa Fe Fire Protection District
Muir, Mark – City of Encinitas
Parks, Sherryl – City of Del Mar
Zahn, Peter – City of Solana Beach
Zovanyi, Peter – Member at Large

County Staff Present

Barry, Michael
Parr, Andy
Regan-Smith, Ellie (Recorder)
Shahri, Sheri

Agency Representatives Present

Austin, David – American Medical Response (AMR)
Cox, Fred – Rancho Santa Fe Fire Department
Kay, Karen – CSA17 EMS Coordinator
Peltier, Patricia - AMR
Stein, Mike – Encinitas Fire Department
Twohy, Frank – Elfin Forest Fire/RSF

1. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Peter Zahn, CSA-17 Chair called the meeting to order at 4:05 pm. CSA-17 members introduced themselves.

2. APPROVAL OF MINUTES

A motion was made by Peter Zovanyi, seconded by Barb Cerny to approve the August 2, 2016 CSA-17 Advisory Committee draft minutes. Motion carried.

3. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

4. MANAGEMENT TEAM REPORT

A. Budget and Finance Report – Sheri Shahri, EMS Admin Analyst

EMS presented the CSA-17 Financial Report FY 2015/16 close out report.

1. Revenue Growth by Source

Ambulance Transport Fee		\$2,000,710
Resident Transport Fees	\$1,192,043	
Non-Resident Transport Fees	<u>\$808,667</u>	
Property Taxes		1,197,188
Benefit Fee		1,572,223
Interest/Adjustment/Other		<u>58,960</u>
Total Revenue		\$4,829,081

- Tax growth was at 6%.
- Resident transport fees were up 22%. Non-Resident transport fees down -9%.
- Benefit fee growth is at 4%.
- Interest/Penalties & Other down -25%. GEMT revenue received \$25,000.

2. Expense Growth by Source

Ambulance Contracts		\$3,740,110
Dispatch Services		22,000
Billing & Collection Services		80,070
County – Admin Services		<u>115,436</u>
Total Expenditures		\$3,957,616

- The total expense growth is up 1%.
- Ambulance Contracts growth was 2%- contract increase.
- Dispatch services growth was 47%- contract increase.
- Billing and collection services are up 2%.
- County-Admin Services is down 5% due to staff vacancy.

B. Budget and Finance Report – Sheri Shahri, EMS Admin Analyst

EMS presented the CSA-17 Financial Report Q1 FY 2016/17 report. Numbers are very preliminary for Q1 waiting for the GL to update.

3. Revenue Growth by Source

Ambulance Transport Fee		\$457,810
Resident Transport Fees	\$272,386	
Non-Resident Transport Fees	<u>\$185,424</u>	
Property Taxes		24,861

Benefit Fee	-----
Interest/Adjustment/Other	-----
Total Revenue	\$482,671

- Tax growth was at -1%.
- Resident transport fees were -3%. Non-Resident transport fees -9%.

4. Expense Growth by Source

Ambulance Contracts	\$598,032
Dispatch Services	-----
Billing & Collection Services	5,431
County – Admin Services	<u>4,870</u>
Total Expenditures	\$608,333

- The total expense growth is up 8%.
- Ambulance Contracts growth was 7%
- Billing and collection services are up 2%.
- County-Admin Services- only July invoice \$25K in EMS labor charges not in the GL yet.

5. Budget Trending

- There was a 6% increase from FY14/15 to FY15/16 in revenue from property taxes.
 - There was a 4% increase from FY14/15 to FY15/16 in revenue from benefit taxes.
- There was a 7% increase from FY14/15 to FY15/16 in revenue from transport fees (resident and non-resident).

C. Administrative Report – Michael Barry, EMS Deputy Director

1. Dr. Haynes is officially retiring this Thursday, November 3, 2016. The new Medical Director will be announced in the next few weeks.
2. Chief Medical Officer – Dr. Nick Yphantides will head up the new Medical Care Services Division. It will have many components – EMS, Chief Dental Officer, Chief Nursing Officer, Public Health Nurse Admin, Healthy San Diego, and Child Health Medical Officer.
3. EMS signed a contract with ImageTrend to be the new County EMS data collection system. ImageTrend was put in place in order to be compliant with the new state mandate for January 1, 2017. Implementation of the Electronic Patient Care Record and Certifications are set for January 1, 2017.
4. The new Transfer of Care module (FirstWatch) will be put into practice on December 1, 2016. Training is taking place at the end of November.
It is to help monitor time and help with offload delays and how long it takes to actually transfer the patient. This data collection will be significant in helping with offload delay times and allowing hospitals to take that data to help with their transfer of care dilemmas. By gathering this data it will help with wait time, better patient care and helps hospital change their ways. Offload delays is a nationwide issue and this is the first step towards resolving some of these issues at a local level.

D. Medical Director's Report – Michael Barry, EMS Deputy Director (reporting for Medical Director)

1. Imperative that all Health care professionals get there flu shot.

E. Paramedic Provider Report – Dave Austin, CSA Program Manager

1. AMR third quarter compliance reports for July, August and September were sent to the Advisory Committee members prior to the meeting. AMR performance reports were presented and included response time compliance, mutual aid and transport by community. Pleased to report another strong quarter.

2016 CSA 17 Compliance 3Q monthly highlight summary:

- July compliance performance was 95.14% based on 700 calls and 423 transports.
- August compliance performance was 96.47% based on 679 calls and 418 transports.
- September compliance performance was at 95.13% based on 678 calls and 443 transports.
- There were 87 inbound mutual aid calls accounting for 8 transports and 32 outbound calls that resulted in 12 transports. The outbound mutual aid calls were provided with no negative impact to CSA-17.

2. Community Service and Public Education – Karen Kay

We provided a hand's on CPR class at the Village Church in Rancho Santa Fe where everyone was very thankful for the class and provided a lot of positive feedback. We provided CPR training at the Solana Sound Day School which was a lot of fun and allowed children to be involved and removed some of the fear in doing CPR. Several more schools are lined up for the training starting this month. This is a collaboration of several agency and schools to educate children to use CPR. Several comments were made by members on the importance of this program and would like to train as many people as possible in CPR.

3. EMS Coordinator Report – Karen Kay

Trainings: July – Heatstroke and Fire Fighter Rehab
August – Stress Management and EAP
September – Pediatric Life Support

F. Operations Report and EMS Coordinator Report – Chief Fred Cox

1. AED Training.
2. Blood Pressure screening
3. Car seat safety
4. Cardiac Survival within the CSA17 is 19%

5. OLD BUSINESS

LAFCO Application – Annexation of CSA-107 (Elfin Forest/Harmony Grove)

An update was given by Andrew Parr, Fire and EMS Liaison with County EMS.

Plan of action is to move forward with the annexation of LAFCO application. The Impact Analysis was reviewed at the last CSA-17 Advisory meeting and it was determined that there were additional issues to be clarified. EMS is looking to present this to the BOS in December 2016. Several members had questions regarding tax reimbursement from the new areas being annexed. The Advisory Board disagreed with the annexation going forward without more discussion and decided to call a Special Meeting to further discuss the annexation. The members also requested to reach out to the Board of Supervisors for the district involved to attend or send representation. A Special Meeting was schedule for November 17, 2016 at 9am.

6. FUTURE AGENDA ITEMS

- Annexation of CSA-107
- Marijuana initiatives

7. SET NEXT MEETING/ADJOURNMENT

Next CSA-17 Advisory Board Special Meeting November 17, 2016.
The meeting was adjourned at 5:28 p.m.