



## **COUNTY SERVICE AREA 17 (CSA-17) – 2018 MEETING MINUTES**

**FEBRUARY – TUESDAY, FEBRUARY 6, 2018**

**MAY – TUESDAY, MAY 1, 2018**

**AUGUST – TUESDAY, AUGUST 7, 2018**

**NOVEMBER – TUESDAY, NOVEMBER 7, 2018**



# County of San Diego

**NICK MACCHIONE, FACHE**  
AGENCY DIRECTOR

**HEALTH AND HUMAN SERVICES AGENCY**  
EMERGENCY MEDICAL SERVICES AGENCY  
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**NICK YPHANTIDES, MD, MPH**  
CHIEF MEDICAL OFFICER

**CSA-17 ADVISORY COMMITTEE MEETING**  
Sherryl Parks, Chair (interim)/Nancy Hillgren, Vice-Chair  
c/o Emergency Medical Services  
635 S Highway 101  
Solana Beach, CA 92075

**Minutes**  
**Tuesday, February 6, 2018**

**Members Present**

City of Del Mar – Parks, Sherryl  
City of Encinitas – Muir, Mark  
City of Solana Beach – Marshall, Ginger  
Rancho Santa Fe Fire Protection District – Nancy Hillgren  
Citizen at Large – Zovanyi, Peter

**County Staff Present**

Ameng, RN, Diane  
del Toro Cummings, Nicole (recorder)  
Kirkpatrick, Jim  
Lee, Chris  
Parr, Andy  
Shahri, Sheri

**Agency Representatives Present**

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

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**1. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

Sherryl Parks, CSA-17 Chair (Interim) called the meeting to order at 4:02 pm.

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**2. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

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**3. APPROVAL OF MINUTES**

A motion was made by Mark Muir, second by Nancy Hillgren to approve the November 7, 2017 CSA-17 Advisory Committee minutes. Motion carried.

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**4. MANAGEMENT TEAM REPORT**

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

EMS presented the CSA-17 Financial Review Q2 FY 17/18

**1. Revenue Growth by Source**

Ambulance Transport Fee		\$1,052,429
Resident Transport Fees	\$ 624,758	
Non-Resident Transport Fees	<u>\$ 427,671</u>	
Property Taxes		\$ 535,155
Benefit Fee		\$ 333,897
Interest/Adjustment/Other		<u>\$ 17,355</u>
<b>Total Revenue</b>		<b>\$1,938,836</b>

- Tax growth 7%
- Resident Transport Fees growth 14%
- Non-Resident Transport Fees growth 16%
- Benefit Fee growth 2%
- Interest/Penalties & Other growth 67%

**2. Expense Growth by Source**

Ambulance Contracts		\$1,588,180
Dispatch Services		\$ 7,395
Billing & Collection Services		\$ 39,766
County – Admin Services		<u>\$ 64,906</u>
<b>Total Expenditures</b>		<b>\$1,700,247</b>

- The total expense growth 3%
- Ambulance Contracts growth 3%
- Dispatch Services growth 33%
- Billing and Collection Services growth 45%
- County – Admin Services down 20%

**3. Budget Trending**

- Cash Balances
  - Revenue growth rate 2.09%
  - Expenditures growth rate 2.20%Expenditures are slightly increasing at a higher rate than the revenue.

**4. Budget Discussion/Questions and Input regarding defibrillators.**

The monitor/defibrillators are being phased out by the manufacturer and will only be supported for a short time. As long as some current batteries issues can be resolved, they will remain serviceable until replaced.. Putting aside \$500k in the budget for possible future replacements.

- warranty on defective defibrillators
- trade value
- manufacturer
- competing companies

**The Budget Subcommittee has reviewed the budget. A motion was made by Sherryl Parks to approve the budget for FY 18/19, seconded by Nancy Hillgren. Motion carried.**

**B. Budget Subcommittee Report – Andy Parr, EMS Administrator**

The need for public access defibrillators is not specifically in the budget. An additional line item on this specific plan of operation for \$10-20k is being proposed.

**Questions and answers on defibrillators**

- Cost a little over \$1K each
- Will be located at businesses, libraries, schools, churches, community centers

**Discussion to amend the budget.**

- To set aside a range from \$10-20k for purchase of public access defibrillators. A column will be added to the proposed budget and be submitted for approval by the County Board of Supervisors.
- The money will come from the cash account (reserves).

**A motion was made by Peter Zovanyi to set aside \$10k to get started and can later enhance that. Seconded by Mark Muir. Motion carried.**

**C. EMS County Report – Jim Kirkpatrick, EMS Fire Liaison**

- Hepatitis A – As of December 28, 2017, there have been no new Hep A cases. The Board of Supervisors ended the Public Health Emergency declaration.
- Influenza – Due to the Influenza outbreak, we needed to raise our local capacity plan from Level 1 to Level 2. We have since returned to a Level 1. It's always possible for a second wave and we continue to monitor our data.
- Transfer of Care – Monthly reports are now publicly available on the San Diego County EMS website. Quarterly TOC reports will be submitted to the State for public reporting on their website beginning in April 2018.
- County LEMSIS – Data collection system is moving along very well. The next opportunity for agencies to come on board with the LEMSIS Elite product is June 19, 2018.
- Morphine shortage – Morphine is our primary pain medication and we are currently experiencing a shortage. Most agencies are about 3-4 months from exhausting their supply. Most of the distributors are unable to provide a date of their next delivery. We are working in collaboration with the agencies. The EMS Medical Director has put out some guidance on how to deal with the shortage, providing some short term guidelines, interim guidelines and longer term plans to seek alternatives for pain medications in the field.
- Love Your Heart event – A one day event held on February 14, 2018 for blood pressure screenings to be conducted throughout the county. The goal is to check as many blood pressures. Last year 20,000 people had their blood pressures checked, 53% of those had elevated blood pressure, and 77% of

those were already taking blood pressure medication. We encourage everyone to participate.

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

CSA-17 4<sup>th</sup> quarter Performance 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. Pleased to report another solid quarter.

Highlights summary:

- Monthly Compliance Summary Reports
  - October compliance performance was 94.43% based on 682 calls and 445 transports.
  - November compliance performance was 95.08% based on 732 calls and 498 transports.
  - December compliance performance was at 93.60% based on 734 calls and 489 transports.
  
- Monthly Mutual Aid/Auto Aid Summary Reports.  
Note: Both inbound and outbound Auto Aid and Mutual Aid.
  - \*Inbound 76 responses. 70 at scene and 51 transports.
  - Outbound 50 responses. 39 on scene and 32 transports.
  - \*Note 95% of aid from SDF&R STA. 24 due to closest unit in the Del Mar/Del Mar Height.
  
- Monthly Transports to Hospitals by Units and by Community Summary
  - Scripps Encinitas – 72.27%
  - Scripps La Jolla – 14.21%
  - Pomerado – 4.89%
  - Palomar – 2.90%

#### 1. Community Service and Public Education

For Q4 we completed 308 hours, with 2,629 served of which 1,314 were CPR trained.

- Community CPR days- Schools and Churches
- AED Training
- BP Screening
- Child Car seat Inspections
- Ambulance Show and Tell

#### 2. EMS Coordinator Report

Continuing Education: Quarterly CE Continues to be provided by Karen Kay, Pat Peltier and Guest Lecturers with the Training Chiefs.

Trainings: October – DARK – Flu shots and TB testing

November – AICD and Pacemakers/Trafficking/APS/211  
December – Triage of pediatric patients

#### **E. Operations Report – Fred Cox, Deputy Chief, Rancho Santa Fe FPD**

- Flu shots were given, TB testing was done and Hepatitis A shots were also offered to anyone that was interested.
- Elfin Forest finally went ALS on January 23, 2018. They were one of the last areas of the region that were BLS.
- Working on ACLS, which is a mass cardiac life support and EMT re-certification.
- Have an interim plan in place between the agencies while they have a vacated position for their EMS Coordinator.

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### **5. OLD BUSINESS**

- **LAFCO – Harmony Grove Annexation Update – Andy Parr, EMS Administrator**  
Harmony Grove was an area that was included in the Unified Service Area. However, after hearing from the community, consulting with the agencies, and consulting with the Supervisors from District 3 and District 5, it was decided that Harmony Grove be removed from the Unified Service Area, which did occur. It went before the Board of Supervisors in December 2017 and the USA concept plan was approved for RFP process to be awarded sometime in late 2019, and for operational service beginning January 1, 2020.

The Harmony Grove Annexation is currently on hold until we get further information from County Executives and the Supervisors in the area. Look forward to getting it back on the table and finishing it up.

#### **Discussion and Questions**

- Process
- Property tax/property tax transfer
- Demand for service
- Response times
- Timeline
- Reserves

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### **6. NEW BUSINESS**

#### **A. Membership Confirmation**

The Advisory Committee is made up of a number of seats that are managed by the Clerk of the Board of Supervisors. Nicole del Toro Cummings must ensure seats are filled. A membership list was shown to the members. The members reviewed it for accuracy and let Nicole del Toro Cummings know of any changes to be made.

#### **B. Election of Chairperson and Vice Chairperson**

1. **Sherryl Parks nominated Mark Muir for CSA-17 Chair, seconded by Ginger Marshall. Motion carried.**

2. **Sherryl Parks nominated Don Heiser for CSA-17 Vice-Chair, seconded by Nancy Hillgren. Motion carried.**

**C. Budget Subcommittee Members**

Budget Subcommittee Members were confirmed as Nancy Hillgren, Sherryl Parks and Ginger Marshall. They would like a 10 day notice on all future Budget Subcommittee Meetings. The next Budget Subcommittee meeting will be February 5, 2019.

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**7. FUTURE AGENDA ITEMS**

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LAFCO will remain on the agenda under Old Business.

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**8. SET NEXT MEETING/ADJOURNMENT**

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Next CSA-17 Advisory Board Meeting is May 1, 2018. The following meeting is on August 7, 2018 and will be held in the new City Hall in Del Mar, CA. The meeting was adjourned at 5:09 pm.



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CHIEF MEDICAL OFFICER

## **CSA-17 ADVISORY COMMITTEE MEETING**

Mark Muir, Chair/ Don Heiser, Vice-Chair  
c/o Emergency Medical Services  
635 S Highway 101  
Solana Beach, CA 92075

### **Minutes Tuesday, May 1, 2018**

#### **Members Present**

City of Del Mar – Parks, Sherryl  
City of Encinitas – Muir, Mark  
City of Solana Beach – Peter Zahn  
Rancho Santa Fe Fire Protection District – Tucker Stine  
Citizen at Large – Heiser, Don  
Citizen at Large – Zovanyi, Peter

#### **County Staff Present**

Ameng, RN, Diane  
Cavanaugh, Adria  
del Toro Cummings, Nicole (recorder)  
Kirkpatrick, Jim  
Lee, Chris  
Parr, Andy  
Shahri, Sheri

#### **Agency Representatives Present**

Austin, David – American Medical Response (AMR)  
Blumeyer, Jon – Encinitas Fire Department  
Cox, Fred – Rancho Santa Fe Fire Protection District  
Michel, Tony – Rancho Santa Fe Fire Protection District  
Stein, Mike – Encinitas Fire Department  
Smith, Zechariah – AMR/ CSA17 EMS Coordinator

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### **1. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

- A. Mark Muir, CSA-17 Chair, called the meeting to order at 4:04 pm.
- B. Pledge of Allegiance.
- C. Introductions were made.
- D. Peter Zahn will be filling in for Ginger Marshall until the end of her term.

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### **2. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

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### **3. APPROVAL OF MINUTES**

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A motion was made by majority to approve the February 6, 2018 CSA-17 Advisory Committee minutes.

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#### 4. MANAGEMENT TEAM REPORT

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

EMS presented the CSA-17 Financial Review Q3 FY 17/18

##### 1. Revenue Growth by Source

Ambulance Transport Fee		\$ 1,514,118
Resident Transport Fees	\$ 898,969	
Non-Resident Transport Fees	<u>\$ 615,149</u>	
Property Taxes		\$ 850,771
Benefit Fee		\$ 1,093,511
Interest/Adjustment/Other		<u>\$ 179,829</u>
<b>Total Revenue</b>		<b>\$ 3,638,229</b>

- Tax growth 13%
- Resident Transport Fees 5%
- Non-Resident Transport Fees 6%
- Benefit Fee 10%
- Interest/Penalties & Other 561%

##### 2. Expense Growth by Source

Ambulance Contracts		\$ 2,278,327
Dispatch Services		\$ 7,395
Billing & Collection Services		\$ 54,718
County – Admin Services		<u>\$ 94,309</u>
<b>Total Expenditures</b>		<b>\$ 2,434,749</b>

- The total expense growth -9%
- Ambulance Contracts growth -10%
- Dispatch Services growth -42%
- Billing and Collection Services 12%
- County-Admin Services growth 8%

##### 3. Budget Trending

- Cash Balances
  - Revenue growth rate 2.09%
  - Expenditures growth rate 2.20%

##### B. EMS County Report – Jim Kirkpatrick, EMS Fire Liaison

1. Influenza – As of April 21, 2018, there have been 20,600 laboratory confirmed flu cases in the County with 341 deaths. Numbers have stabilized and we remain at an elevated level; no new ICU cases. The Public Health Officer has elected to not extend the flu mandate for our healthcare providers.

2. Pertussis – We received a recent health alert on pertussis and rates are four times higher than the state rate. We are currently monitoring, but cases of pertussis may be on the horizon.
3. Transfer of Care (TOC) Data – A reminder that this data has been posted on the County EMS website. The information will also be sent to the state and they will be posting on a quarterly basis.
4. EMS Fees – Credentialing fees will be increasing effective July 1, 2018. Fees are currently \$40; will increase to \$63; following year will increase to \$83. We are still making efforts to reduce the fees by streamlining the process through the new LEMSIS system.
5. Opioid shortages – Morphine was formerly our only pain medication, which became increasingly unavailable. Fentanyl was recently approved for pain management effective July 1, 2018. In addition, we received permission from the state to start delivering IV acetaminophen also effective July 1, 2018, as an option if agencies are having difficulty obtaining either opioid. We are currently pursuing ketamine as another alternative for paramedics to give out in the field. We are actively searching alternatives while we face these shortages.
6. New EMT skills are being rolled out state wide. Effective July 1, 2017, EMTs were given additional skills; naloxone for opioid overdoses, epinephrine for allergic reaction emergencies and blood glucose testing.
7. Sidewalk CPR event – Many agencies will be providing Sidewalk CPR training on May 17, 2018 from 10:00 am – 4:00 pm. The public is encouraged to stop by to receive a quick lesson on hands-only CPR training. Very useful and effective tool.

Questions and answers:

- Credentialing fees for EMTs are covered by the employer.
- CPR locations will be posted on each agencies' website. County EMS will check if there is a single website listing all CPR locations.
- The latest general use of narcan is it is still a prescription medication.
- The mandate influenza order for health care workers required them to have a flu shot or wear a mask.

### **C. Paramedic Provider Report – Dave Austin, CSA Program Manager**

CSA-17 1st Quarter Performance 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. Pleased to report another strong quarter.

Highlights summary:

- Monthly Compliance Summary Reports
  - January compliance performance was 95.36% based on 689 calls and 488 transports.

- February compliance performance was 95.25% based on 610 calls and 443 transports.
- March compliance performance was at 94.37% based on 693 calls and 498 transports.
- Monthly Mutual Aid/Auto Aid Summary Reports.
  - Note: Both inbound and outbound Auto Aid and Mutual Aid.
  - Inbound 63 responses. 61 on scene and 46 transports.
  - Outbound 40 responses. 30 on scene and 23 transports.
  - Note 95% of inbound aid from SDF&R STA. 24 due to closest unit available.
- Monthly Transports to Hospitals by Units and by Community Summary
  - Scripps Encinitas – 73.88%
  - Scripps La Jolla – 12.31%
  - Pomerado – 4.89%
  - Palomar – 2.84%

#### 1. Community Service and Public Education

For Q1 we completed 269 hours, total of 2,689 people taught. 2,271 CPR trained.

- Community CPR days- Schools and Churches
- Easter Egg Hunts
- AED Training
- BP Screening
- Child Car seat Inspections
- Ambulance Show and Tells

#### 2. EMS Coordinator Report

- Zach Smith has accepted the position as CSA 17 EMS Coordinator.
- Continuing Education: continues to be provided by Pat Peltier and Guest Lecturers with the support of Training Chiefs.

Trainings:      January – EMT Skill Testing  
                      February – ACLS Advance Cardiac Life Support  
                      March – Cancer Prevention

#### **D. Operations Report**

- Rancho Santa Fe Fire Prevention Personnel attended a career fair in Del Mar that was hosted by Palomar College for high school students.
- Hosting Sidewalk CPR on May 17 with three locations
- Fire season is coming up and getting ready for it.
- Held an Active Shooter event in conjunction with fire crews and Sheriff's Department at an elementary school to practice active shooter scenarios.

**Action Item: County to provide a manual for board members.**

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**5. OLD BUSINESS**

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**LAFCO – Harmony Grove Annexation – Andy Parr, EMS Administrator**

This is a reoccurring item that will remain on the agenda until we resolve the Harmony Grove area. Chief Tony Michel and Andy Parr have met with LAFCO and continue to do study on financial issues about benefit fees and amounts. There is a bit of a disagreement over how the property tax will be distributed or if at all. This conversation was made at the executive level, but not a lot of movement at this time.

**Questions and answers:**

- There is no deadline.
- In the future when both parties agree, communication will be made to provide advance notice to the Advisory Board.

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**6. NEW BUSINESS**

None

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**7. FUTURE AGENDA ITEMS**

None

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**8. SET NEXT MEETING/ADJOURNMENT**

Next CSA-17 Advisory Board Meeting August 7, 2018 will be held at the new Del Mar City Hall located at 1050 Camino Del Mar, Del Mar 92014.

The meeting was adjourned at 4:40 pm.



# County of San Diego

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CHIEF MEDICAL OFFICER

## **CSA-17 ADVISORY COMMITTEE MEETING**

Mark Muir, Chair/ Don Heiser, Vice-Chair  
c/o Emergency Medical Services  
635 S Highway 101  
Solana Beach, CA 92075

### **Minutes**

**Tuesday, August 7, 2018**

#### **Members Present**

City of Del Mar – Parks, Sherryl  
City of Del Mar – Druker, Dave  
City of Encinitas – Muir, Mark  
City of Solana Beach – Zahn, Peter  
City of Solana Beach – Judy Hegenauer  
Rancho Santa Fe Fire Protection District – Nancy Hillgren  
Citizen at Large – Heiser, Don  
Citizen at Large – Zovanyi, Peter

#### **County Staff Present**

Ameng, Diane  
Bechtol, Robert  
del Toro Cummings, Nicole (recorder)  
Kirkpatrick, Jim  
Lee, Chris

#### **Agency Representatives Present**

Austin, David – American Medical Response (AMR)  
Smith, Zach – CSA-17 EMS Coordinator  
Michel, Tony – Rancho Santa Fe Fire Protection District  
Stein, Mike – Encinitas Fire Department  
Brian Slattery – Rancho Santa Fe Fire  
Kristen Crane – City Manager, City of Del Mar

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## **1. CALL TO ORDER/ PLEDGE/ INTRODUCTIONS/ ANNOUNCEMENTS**

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- A.** Mark Muir, CSA-17 Chair called the meeting to order at 4:07 pm.
  - B.** Pledge of Allegiance.
  - C.** Introductions were made.
  - D.** Mark Muir introduced new alternate CSA-17 advisory committee member, Judy Hegenauer representing City of Solana Beach. Nancy Hillgren announced that Tony Michel, Fire Chief of Rancho Santa Fe Fire Protection District will be retiring in mid-November.

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## **2. PUBLIC COMMENTS/PETITIONS**

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There were no public comments or petitions submitted.

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**3. APPROVAL OF MINUTES**

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A motion was made by Peter Zovanyi seconded by Sherryl Parks to approve the May 1, 2018 CSA-17 Advisory Committee minutes. Motion carried.

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**4. MANAGEMENT TEAM REPORT**

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**A. Budget and Finance Report – Chris Lee, EMS Program Coordinator**

EMS presented the CSA-17 Financial Review Q3 FY 17/18

**1. Revenue Growth by Source**

Ambulance Transport Fee		\$1,995,015
Resident Transport Fees	\$1,180,963	
Non-Resident Transport Fees	<u>\$ 814,052</u>	
Property Taxes		\$ 1,323,467
Benefit Fee		\$ 1,578,598
Interest/Adjustment/Other		<u>\$ 263,450</u>
<b>Total Revenue</b>		<b>\$ 5,160,530</b>

- Tax growth 5%
- Resident Transport Fees 5%
- Non-Resident Transport Fees 6%
- Benefit Fee -2%
- Interest/Penalties & Other 137%

**2. Expense Growth by Source**

Ambulance Contracts		\$4,024,626
Dispatch Services		\$ 29,580
Billing & Collection Services		\$ 97,440
County – Admin Services		<u>\$ 138,489</u>
<b>Total Expenditures</b>		<b>\$4,290,135</b>

- The total expense growth 4%
- Ambulance Contracts growth 4%
- Dispatch Services growth 8%
- Billing and Collection Services 14%
- County-Admin Services growth 8%

**3. Budget Trending**

- GEMT funds were added in the Interest, Penalties & Other line item due to multiple years of adjustments that were paid in 17/18
- Benefit fees were approved by the Board of Supervisors June 2018
- In the Set aside for possible capital improvements in 18/19 budget – included 500k for monitor defibrillators

**4. Budget Questions, Concerns and Discussion**

The advisory committee had several questions during the FY 17/18 Financial Review presentation, for which the county staff made note of and indicated they would research to provide answers. County staff suggested, moving

forward, benefit fees could be addressed as a key item in presentations prior to the Board of Supervisors approval. The committee also expressed concern regarding the excess balance above the required reserves in the budget.

**Action Items:**

- 1. The advisory committee members will submit a letter and ask for a response by a certain date.**
- 2. A request was made to schedule a Special Meeting (subcommittee meeting) to include Mark Muir, Sherryl Parks, Peter Zahn and County staff.**

**B. EMS County Report – Diane Ameng, QA Specialist**

1. Stop the Bleed Program – The County is adopting this program to place stop the bleed kits throughout county facilities. It is currently in the process of the implementation.
2. Sidewalk CPR event occurred in May which resulted in 2001 people trained in Hands Only CPR, 235 within the CSA; 85 at Rancho Santa Fe Library, 78 at Seaside Market and 72 at Forest Ranch Library. There was an increase from last year.
3. Notifications – A new email address has been established to advise EMS leadership of important, but not necessarily urgent or emergent information, such as when resources are leaving the county.
4. County EMS fees changed effective July 1, 2018. EMS started a three (3) step increase for accreditation for new paramedics, EMTs and Mobile Intensive Care Nurses (MICNs). Fees increased from \$40 to \$63. Next year will go from \$63 to \$83.

**C. Paramedic Provider Report – Dave Austin, CSA Program Manager**

CSA-17 3rd quarter Performance 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. Pleased to report another strong quarter of Compliance.

Highlights summary:

- Monthly Compliance Summary Reports
  - April compliance performance was 95.47% based on 596 calls and 429 transports.
  - May compliance performance was 93.86% based on 619 calls and 444 transports.

- June compliance performance was at 94.67% based on 694 calls and 506 transports.
- Monthly Mutual Aid/Auto Aid Summary Reports.  
Note: Both inbound and outbound Auto Aid and Mutual Aid.
  - Inbound 78 responses. 72 at scene and 57 transports.
  - Outbound 20 responses. 18 on scene and 15 transports.  
Note 95% of aid from SDF&R STA. 24 due to closest unit available.
- Monthly Transports to Hospitals by Units and by Community Summary
  - Scripps Encinitas – 74.41%
  - Scripps La Jolla – 12.88%
  - Pomerado – 5.87%
  - Palomar – 2.19%
- 1. Community Service and Public Education – Zach Smith
- 2. For Q3 we completed 184 hours, total of 5,156 people served. 759 CPR trained.
  - Community CPR days- Schools and Churches
  - AED Training
  - BP Screening
  - Child Car seat Inspections
  - Ambulance Show and Tells

3. EMS Coordinator Report

Continuing Education: 3<sup>rd</sup> quarter continues to be provided by Zach Smith, Pat Peltier and Guest Lecturers with the support of the Training Chiefs.

Trainings: April – PERT  
 May – Adult Protective Services  
 June – Protocol Updates

**D. Operations Report – Mike Stein**

- Regional Communications System is their daily radio system which will undergo maintenance for a week. It will be up and running but they will need to reduce the capacity. They will be using the back-up radio system for a week on all of their calls.
- County Office of Emergency Services (OES) has several regional assets, primarily mass casualty assets units that are dispersed throughout the County. They are given to different fire districts and rotate every few years each district takes their turn. Del Mar Fire Station received one and will be hosting a mass casualty. The unit is a trailer and truck composition.



- Will be going to Encinitas City Council later this month. They already approved the concept response times. Will be putting in a part time peak time squad unit for 12 months for a pilot. 2 person unit.

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**5. OLD BUSINESS**

- LAFCO – Nothing new was reported.

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**6. NEW BUSINESS**

No new business was discussed.

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**7. FUTURE AGENDA ITEMS**

- Peter Zovanyi will request that the captains from lifeguard agencies of Del Mar, Encinitas, and Solana Beach present at the November meeting on how they interact with the EMS system
- Budget Special Meeting
- Tony Michel's Retirement

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**8. SET NEXT MEETING/ADJOURNMENT**

Next CSA-17 Advisory Committee Meeting will be held at Solana Beach City Hall on November 6, 2018.

The meeting was adjourned at 5:43 pm.



# County of San Diego

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## **CSA-17 ADVISORY COMMITTEE MEETING**

Mark Muir, Chair/ Don Heiser, Vice-Chair  
c/o Emergency Medical Services  
635 S Highway 101  
Solana Beach, CA 92075

**Wednesday, November 7, 2018**

### **Members Present**

City of Del Mar – Parks, Sherryl  
City of Solana Beach – Zahn, Peter  
City of Solana Beach – Judy Hegenauer  
Rancho Santa Fe Fire Protection District – Nancy Hillgren  
Torrey Pines Planning Group – Cerny, Barbara  
Member at Large – Heiser, Don  
Member at Large – Zovanyi, Peter

### **County Staff Present**

Bechtol, Robert  
del Toro Cummings, Nicole (recorder)  
Kirkpatrick, Jim  
Osth, Cory  
Parr, Andy

### **Agency Representatives Present**

Austin, David – American Medical Response (AMR)  
Blumeyer, Jon – Encinitas Fire Department  
Cox, Fred – Rancho Santa Fe Fire Protection District  
Edelbrock, John – City of Del Mar  
Ford, Robbie – City of Encinitas  
Giles, Larry – City of Encinitas  
Huth, Scott – City of Del Mar  
McQuead, Dave – Rancho Santa Fe Fire Protection District  
Michel, Tony – Rancho Santa Fe Fire Protection District  
Shook, Jason – City of Solana Beach  
Smith, Zach – CSA17 EMS Coordinator  
Stein, Mike – Encinitas Fire Department

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## **1. CALL TO ORDER/ PLEDGE/ INTRODUCTIONS/ ANNOUNCEMENTS**

- A.** Don Heiser, CSA-17 Vice-Chair called the meeting to order at 4:00 pm.
- B.** Pledge of Allegiance.
- C.** Introductions were made. Cory Osth was introduced as a new member to the management team with County EMS, overseeing hospital and specialty care programs. He comes from the County Office of Emergency Services.

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## **2. PUBLIC COMMENTS/PETITIONS**

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There were no public comments or petitions submitted.

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### 3. APPROVAL OF MINUTES

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A motion was made by Peter Zovanyi seconded by Nancy Hillgren to approve the August 7, 2018 CSA-17 Advisory Committee minutes. Motion carried.

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### 4. PRESENTATIONS – Lifeguard Programs

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- City of Encinitas – Larry Giles, Safety Captain, presented on the Marine Safety Division.
- City of Solana Beach – Jason Shook, Marine and Safety Captain, presented on the Marine Safety Department.
- City of Del Mar – John Edelbrock, Lifeguard Chief and Director, presented on the Community Services Department.

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### 5. MANAGEMENT TEAM REPORT

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#### A. Budget and Finance Report – Robert Bechtol, EMS Admin Analyst

1. The [CSA-17 Financial Review Q1 FY 18-19](#) was presented, which covered the following: Revenue Growth by Source, Expense Growth by Source, Budget, Reserves, Monthly Transports, and Collections.

Clarification on last quarter's presentation: In the Billing & Collection Services, there was a 14% change. However, it was actually a 6% change after all the invoices were reconciled. One of the invoices from FY16/17 was counted in the FY 17/18 because it was paid in FY 17/18.

The data was pulled early to get to everyone timely:

- Revenue Growth by Source - Resident and Non-Resident Transport Fees = decrease of 16 and 17%
  - Expense Growth by Source - Billing and Collection Services = down by 50%
  - We are using a 2.09% revenue increase from year to year and a 2.2% increase in expenditures each year as well.
2. Review Budget Process for CSA-17 and Next Steps:  
A new process has been rolled out in the hopes of meeting the needs of the advisory committee. The process has been moved up a month: 1) County EMS staff meets with the operations chiefs who are planning the agenda a month in advance of the meeting day. 2) County EMS staff works with the Chair and Vice-Chair two weeks later to set the agenda and get it out to the Chair and Vice-Chair for their approval. (3) Once agenda is approved, County EMS staff sends out the agenda and handouts to the advisory committee in advance for the committee to review prior to the meeting.

Our plan on the budget process (over the next few months): Robert Bechtol met with the operations chiefs today and went over the early part of proposed budget and budget timelines. The operations chiefs were given a worksheet to work from for any additional requests going forward. Once the worksheets are returned to us, Robert will create a draft budget and meet with the operations chiefs in

December and again in January. The draft budget will be presented at the next budget subcommittee.

3. Sherryl Parks and Don Heiser have been identified as the budget subcommittee members. The proposed hearing date for the next budget subcommittee meeting is January 29, 2019.

#### **B. EMS County Report – Jim Kirkpatrick, EMS Fire Liaison**

1. The flu order went into effect November 1, 2018 through March 31, 2019, which is the County Health Officer order mandating an influenza vaccine or wear a mask while in contact with patients or working in patient care areas.
2. The updated Capacity Plan, now known as the All-Hazard Health Services Capacity Management Plan has been updated to ensure a planned, systematic response to prehospital and hospital capacity stress. This plan was originally developed to address flu season; it has now evolved to emphasize “all hazard” event management. We began monitoring data on a weekly basis and very soon anticipate monitoring on a daily basis as we get deeper in the flu season.
3. New Regulations
  - o EMS for Children regulations are available for public comment until November 10, 2018.
  - o Local optional scope of practice application to add ketamine as a pain medication option has been approved. A July 1, 2019 start date is anticipated.

#### **C. Ground Ambulance Provider Report – Dave Austin, CSA Program Manager**

The [CSA-17 4<sup>th</sup> quarter AMR Performance Reports for July, August and September](#) were sent to the Advisory Committee members prior to the meeting and were presented at the meeting. Highlights included: response time compliance, mutual aid, transport by units and community, community service and public and continuing education. Pleased to report another solid quarter of compliance overall.

Zach Smith shared information and data on cardiac arrest survival. Nationwide it remains very low at 8%, in CSA-17 12.7%.

#### **D. Operations Chief’s Meeting Report – Jon Blumeyer**

- Encinitas, Solana Beach, Del Mar and Rancho Santa Fe have applied regionally for the Assistance Firefighters Grant (AFG) for ballistic body armor for hazardous scenes for their firefighters and adding this to their risk profile.
- Meeting with Rancho Santa Fe to discuss CSA budget to look at ways to utilize some of those monies to better serve the community and what programs or purchases would be most effective.
- In line with CPR survival rates; continuing to look forward in our process to increase the number of AEDs out in the community, and putting them in command vehicles.

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**6. OLD BUSINESS**

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- LAFCO update – No movement on the County’s part. No additional information to report.

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**7. NEW BUSINESS**

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- Tony Michel, Fire Chief of Rancho Santa Fe Fire Protection District, will be retiring in mid-November. A proclamation from the Board of Supervisors has been requested.
- Contract Discussion
  - Wittman Enterprises – is in the middle of procurement.
  - American Medical Response (AMR)

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**8. FUTURE AGENDA ITEMS**

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- Membership Changes
  - Peter Zahn is leaving the committee. Judy Hegenauer will replace him. They will ensure the required paperwork is in process for this change.

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**9. SET NEXT MEETING/ADJOURNMENT**

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Next CSA-17 Advisory Committee Meeting February 5, 2019.  
The meeting was adjourned at 5:13 pm.