



COUNTY SERVICE AREA 17 (CSA-17) – 2019 MEETING MINUTES

FEBRUARY – TUESDAY, FEBRUARY 5, 2019

MAY – TUESDAY, MAY 7, 2019

AUGUST – TUESDAY, AUGUST 6, 2019

NOVEMBER – TUESDAY, NOVEMBER 12, 2019



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

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

Minutes

Tuesday, February 5, 2019

Members Present

City of Del Mar – Parks, Sherryl
City of Encinitas – Mosca, Joe
City of Solana Beach – Harless, Kelly
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, Nicole (recorder)
Kirkpatrick, Jim
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
McQuead, Dave – Rancho Santa Fe Fire Protection District
Smith, Zach – CSA17 EMS Coordinator
Stein, Mike – Encinitas Fire Department
Twohy, Frank – Rancho Santa Fe Fire Protection District

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

- A. Don Heiser, CSA-17 Chair called the meeting to order at 4:03 pm.
- B. Moment of silence for Patricia Peltier.
- C. Pledge of Allegiance.
- D. Introductions were made.
- E. There were no announcements.

II. PUBLIC COMMENTS/PETITIONS

There were no public comments/petitions submitted.

III. APPROVAL OF MINUTES

A motion was made by Sherryl Parks, seconded by Nancy Hillgren to approve the November 7, 2019 CSA-17 Advisory Committee minutes. Motion carried. Joe Mosca abstained.

IV. MANAGEMENT TEAM REPORT

A. Introduction to CSA-17 (for all members)

1. Andy Parr provided a Power Point orientation presentation on the [CSA-17 Introduction](#), which included the history, the advisory committee, revenue, and agenda scheduling. He also covered CSA-17 Governance and the agenda process.

ACTION/REQUEST: Peter Zovanyi requested the following:

- **The CSA-17 Introduction Power Point presentation be emailed to the advisory members**
 - **An orientation packet/binder be provided for new members before arrival**
 - **A contact list be provided between members, county staff, and fire chiefs**
2. The Fire Chiefs provided a brief overview/ description on their agencies:
 - Mike Stein presented on cities of Encinitas, Solana Beach, and Del Mar
 - Fred Cox presented on Rancho Santa Fe Fire Protection District

B. Budget Discussion – Sheri Shahri, EMS Admin Analyst

1. Presentation of the Proposed 19/20 Budget

The [CSA-17 Budget Presentation FY 19-20](#) Power Point was provided and covered the following: Budget for Approval and Vote, Cash Balance Projections.

Budget Questions/Discussion:

- **The FY19/20 budgets for City of Del Mar, City of Encinitas, Rancho Santa Fe, City of Solana Beach, North County Dispatch, AMR, Wittman Enterprises, Sacramento Fire, Wildan, County Costs, and Mutual aid.**
- CSA business consultant- actual contract amount unknown as of the date of the presentation. Will update contract amount once contract is signed.
- Monitor/Defibrillators, Public Access Defibrillators and One Time Startup for Auto-CPR's
- High reserves balances declining, and projections show Excess Cash completely used as of FY28-29
- Reducing transport costs
- Cash Balance Projections

2. Budget Subcommittee Report

The chiefs have put together a proposed budget which includes increasing the amount that each agency gets to provide better service to the communities with a total of \$234,400 distributed between the four agencies. This includes managing programs such as EKG monitors, auto pulse devices, placement of AEDs, community CPR, improving communication systems, getting lifeguards involved, increase training such as active shooter, and a proposal for the Medical Director that would support the north zone agencies.

REQUEST: Joe Mosca requests additional information on the expenditures prior to the meeting.

A motion was made by Nancy Hillgren, seconded by Barbara Cerny to approve the FY19-20 Budget. Motion carried.

C. Current Year Financial Discussion – Sheri Shahri, EMS Admin Analyst

1. Presentation of the 18/19 Q2 report

The [CSA-17 Financial Review Q2 FY 18-19](#) Power Point was presented, which covered the following: Revenue Growth by Source, Expense Growth by Source, Monthly Resident and Non-Resident Transports and Collections.

Questions/Discussion: Declination in transports YTD FY18/19 vs. YTD FY17/18.

A motion was made by Nancy Hillgren, seconded by Barbara Cerny to approve the Financial Review Q2 Report FY 18-19. Motion carried.

D. EMS Section Report – Andy Parr, EMS Administrator

1. Health Services Capacity Task Force – meets on a regular basis to see the All Hazards impact of surge on hospitals. It is a five level plan, with Level 1 being the highest, representing severe disaster and Level 5 being the lowest, representing a normal base line. This year we are steady at Level 4 with daily surveillance. All ambulance providers are encouraged to be diligent on their collection of care data.
2. Love Your Heart Day February 14, 2019 – an annual event in which organizations from across the U.S. and Mexico join together to provide free blood pressure screenings to the public. Locations are posted on the website at loveyourheartsd.com
3. The contract between the county and the agencies includes the county providing a Medical Director, Dr. Kristi Koenig. She also serves as the CSA-17 Medical Director.

E. Ground Ambulance Provider Report – Dave Austin, CSA Program Manager

1. The [CSA-17 Quarterly Performance Reports for October, November, and December](#) were sent to the Advisory Committee members prior to the meeting and were also presented which covered: Response Time Compliance, Mutual Aid/Auto Aid Summary Reports, Transports to Hospitals by Units and by Community. Pleased to report another solid quarter of compliance overall.
2. Community Service and Public Education: For the quarter, completed 255 hours, with 2,095 served of which 886 were CPR trained.
 - Community CPR days- Schools and Churches
 - AED training
 - BP screening
 - Child car seat inspections
 - Ambulance show and tell
3. CARES – Cardiac Arrest Registry to Enhance Survival
 - National for 2017 – 10.4% survival rate
 - CSA 17 for 2017 – 14.8% survival rate
 - Bystander CPR – 51%
 - Public AED used – 14.3%
4. Multi Year Cardiac Survivor Luncheon

5. Continuing Education: Quarterly CE continues to be provided by Zach Smith and Guest Lecturers with the support of the Training Chiefs.
 - o October – PALS renewal
 - o November – PTSD and vicarious Trauma in EMS Professional
 - o December – Cardiac Arrest/Pediatric Respiratory Emergencies
6. Awesomeness On The Street, an AMR case review document by Dr. Brad Schwartz was provided to read of unusual cases that are seen, but that paramedics may not encounter every day.

F. Operations Chief's Meeting Report – Dave McQuead, Deputy Chief RSF FPD

1. Hiring – all agencies are going through succession planning
 - o Solana Beach – one (1) new personnel
 - o Rancho Santa Fe – two (2) new personnel in April
 - o Encinitas – one (1) new personnel
2. Training – Active Shooter
 - o As first responders, we must have a strategic plan
 - o San Marcos had an active shooter drill at Cal State San Marcos, North Zone agency participation
 - o Del Mar will be doing an active shooter drill
3. Agency Difference

Rancho Santa Fe does not have a beach but has a lot of trail systems, and a course for marathons. The fire fighters have gotten together, gone out to the reserves and through the trails, and have worked with County copters with hoisting mechanisms to be prepared in the event that they have to extract a patient that may be miles away from a road.

V. OLD BUSINESS

LAFCO Update – Andy Parr

- o No change.
- o For the new members, this is a long standing issue regarding property tax negotiations for annexation of CSA-17 to the Harmony Grove area. The Advisory Committee is not interested in annexing the area without a property tax negotiation that is fair and equitable to the rest of the people in the CSA. The County's position doesn't believe a property tax negotiation is necessary because the fees associated with users of this service more than pay for the service in those areas. Harmony Grove is growing quickly and there is a desire to figure this out.
- o A [Harmony Grove Power Point presentation](#) was provided that covered: Ground Ambulance Operating Areas, Harmony Grove Ambulance Operating Area, and Practical Differences.

Questions/Discussion

Transport fees and comparison to current market rates; property taxes and benefit taxes.

Frank Twohy, resident of Elfin Forest and Harmony Grove, spoke on behalf of the community. The community feels that CSA-17 would be a better provider, however the funding is confusing to the community.

RECOMMENDATION/ REQUEST by Nancy Hillgren: As a high priority, have the new consultant do a thorough analysis, one with an ambulance, and the other without an ambulance to compare what the long range cost impact is. Nancy would like the members to be able to listen to the Harmony Grove and Elfin Forest residents who are directly affected.

VI. NEW BUSINESS

A. Committee Member confirmation and process

A chart was provided of members and their terms. Members have indefinite terms; Members at Large have two year terms, which have expired.

It was agreed to by consent to re-elect Don Heiser and Peter Zovanyi as the Members at Large.

Peter Zovanyi and Don Heiser spoke on their background and knowledge with the CSA-17 Advisory Committee.

B. Election of Chair person and Vice-Chair person

It was agreed to by unanimous consent that Don Heiser be selected as Chair and Joe Mosca as Vice-Chair.

ACTION: County EMS will fix the staggered positions from here going forward and place this as an agenda item so it occurs every year on schedule.

New members are encouraged to contact County EMS for any questions.

C. Badge Pinning Ceremony February 28, 2019 at 4:00pm for fire staff personnel such as new hires, promotees and retirees from City of Encinitas, City of Solana Beach, and City of Del Mar.

VII. FUTURE AGENDA ITEMS

None

VIII. SET NEXT MEETING/ADJOURNMENT

Next CSA-17 Advisory Committee Meeting May 7, 2019.
The meeting was adjourned at 6:34 pm in memory of Patricia Peltier.



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CSA-17 ADVISORY COMMITTEE MEETING

Don Heiser, Chair/ Joe Mosca, Vice Chair
c/o Emergency Medical Services
635 S. Highway 101
Solana Beach, CA 92075

Minutes
Tuesday, May 7, 2019

Members Present

City of Del Mar – Parks, Sherryl
City of Encinitas – Mosca, Joe
City of Solana Beach – Harless, Kelly
Rancho Santa Fe Fire Protection District – Stine, Tucker
Torrey Pines Planning Group – Cerny, Barbara
Member at Large – Heiser, Don
Member at Large – Zovanyi, Peter

County Staff Present

Ameng, RN, Diane
del Toro, Nicole (recorder)
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
McQuead, Dave – Rancho Santa Fe Fire Protection District
Twohy, Frank – Rancho Santa Fe Fire Protection District

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

- A. Don Heiser, CSA-17 Chair called the meeting to order at 4:02 pm.
- B. Pledge of Allegiance.
- C. Introductions were made.

II. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions submitted.

III. APPROVAL OF MINUTES

A motion was made by Joe Mosca seconded by Sherryl Parks to approve the February 5, 2019 CSA-17 Advisory Committee minutes. Motion carried.

IV. MANAGEMENT TEAM REPORT

A. Budget, Financial and Cost of Living Adjustment (COLA) Report – Sheri Shahri, EMS Admin Analyst

The [CSA-17 Financial Review Q3 FY 18-19](#) was presented, which covered the following: Benefit Fees, Revenue and Expense Analysis, and Reserves/Cash Analysis.

1. Budget Trending

Benefit fees are scheduled to increase by 3.37% and will be effective July 1, 2019.

2. Budget Discussion/Questions

Many questions were asked regarding the consultant. There were discussion/questions, concerns and input regarding the reserves, subsidized services, projections, and analysis in general.

A request was made that the consultant be in attendance at the next meeting in August to answer questions regarding who they are, where they are going, their charges, what they are asked to do, and any critical info they can share that the members can comment on.

A motion was made by Peter Zovanyi, seconded by Joe Mosca to accept the Q3 Financial Report. Sherryl Parks opposed.

A motion was made by Peter Zovanyi, seconded by Barbara Cerny to accept the COLA Report. Sherryl Parks opposed.

B. EMS County Report – Andy Parr, EMS Administrator

1. Surveillance

- a. Flu – Flu is on the decline. Per the May 1st report: 9,287 total cases, 67 deaths, 26 outbreaks (last season 20, 735 cases, 341 deaths). The extension of the health officer flu order through April 30th has not been extended. The Health Services Capacity Task Force All-Hazard Management Plan has returned to Baseline (lowest) level.
- b. Measles – At this time there are no documented cases in San Diego, however it only is a matter of time. There have been cases in Los Angeles and Orange County and most have been associated with international travel. Agencies may want to consider requesting immunization records for the providers to determine staff who may need to receive the MMR vaccine.

2. Patient Tracking – San Diego County EMS and the Public Health Preparedness and Response Branch are in the process of designing, building and implementing a Patient Tracking system in conjunction with the San Diego Healthcare Disaster Coalition.

3. Upcoming Procurements – Information regarding upcoming procurements can be found on the County of San Diego EMS website. These include 9-1-1 Advanced Life Support Ambulance Services for the National City Operating Area, San Marco Operating Area and the Unified Service Area. The Unified Service Area procurement will include three distinct areas in one procurement; Inland North, Inland Central and Inland South.

4. Sidewalk CPR – County EMS would like to thank our community partners for their participation in Sidewalk CPR. This year the County of San Diego EMS has elected to make a change in the way Sidewalk CPR is provided throughout the County. Rather than selecting one day, each agency or organization may select the day (or days) that they believe would reach their targeted audience of participants. All training totals, if the agencies elect, can be shared with County EMS in order to report on the number of hands-only CPR trained individuals in San Diego County.
5. Stroke Awareness Day – This year’s event is on May 19th against the Pittsburgh Pirates. Discounted tickets are available at <https://www.mlb.com/padres/tickets/specials/strike-out-stroke>. Members of the Stroke Consortium will staff informational booths at the event promoting stroke prevention and recognition. Stroke survivors will also be recognized on the field prior to the game.
6. Policies and Protocols
 - a. Ketamine – We remain on track for ketamine implementation for analgesia, effective July 1. Reminder that IV acetaminophen is approved for treatment of pain and NOT for fever.
 - b. Stroke and STEMI – Policies will be reviewed this month at EMCC – updated to reflect new regulations. Policies will be effective July 1.
 - c. BLS Providers – AEDs, glucometers, epinephrine auto-injectors, and intranasal naloxone will be required as of July 1.
 - d. Paramedic Regulations – Are currently open for comment until May 20. This information is available on the EMSA website at www.emsa.ca.gov
 - e. Fees – The Board of Supervisors have approved the 2019-2020 fee structure for personnel, agency, and hospital designation fees. The approved fees are the same as the proposed fees presented to EMCC in March. For personnel fees, the County fee has increased from \$63 to \$86. Agency and hospital designation fees will be posted on the EMS website.

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

1. [CSA-17 Quarterly Performance Reports for January, February and March 2019](#) were sent to the Advisory Committee members prior to the meeting and were also presented which covered: Response Time Compliance, Mutual Aid, Transport by Community. Pleased to report another solid quarter of compliance overall.
2. Community Service and Public Education: For the quarter, we completed 242 hours, with 1,904 served of which 1,727 were CPR trained.
 - o Community CPR days- Schools and Churches
 - o AED Training
 - o BP Screening
 - o Child Car seat Inspections
 - o Ambulance Show and Tells
3. CARES – Cardiac Arrest Registry to Enhance Survival
 - o National for 2018 – 10.4% survival rate
 - o CSA 17 for 2018 – 16.4% survival rate
 - Bystander CPR – 59.1%
 - Public AED used 14.3%
 - ROSC 32.8%
4. Continuing Education: Quarterly CE continues to be provided by Zach Smith, Don Sullivan and Guest Lecturers with the support of the Training Chiefs.

- Jan. – 12 Lead EKG
 - Feb. – BLS Skills w expanded scope and CPR
 - Mar. – Skills MCI
5. Multi Year Cardiac Arrest Survivor's Luncheon is scheduled on Friday, June 7, 2019 from 11:30am – 1:30pm at the Hilton Del Mar. Allows the cardiac survivors to meet their first responder for the first time or reunite and connect.
6. EMS Week:
- May 20th – joint CPR day in the County. Will provide training at a school during the lunch hour.
 - May 21st – will be recognized by the Board of Supervisors
 - May 22nd – Partnered with Fire House Sub and a boxed lunch will be delivered to all fire stations in the CSA, in celebration of EMS Week.

D. Operations Chief's Meeting Report – Jon Blumeyer

1. Active Shooter Drill
2. Two (2) new hires
3. Chief Blumeyer will retire in June

V. OLD BUSINESS

- A. LAFCO** – no movement/no action regarding the Harmony Grove area.
- B. New Member Packet** – Packets were provided to the members at their request. A request was made to include: the level of personnel involved in the CSA, fire personnel, lifeguards, paramedics, etc.
- C. Fee increases** – Credentialing fee increased to \$86 effective July 1, 2019. Paramedics who re-credential prior to expiration will not be charged. Many fire agency personnel are paramedics.

VI. NEW BUSINESS

None.

VII. FUTURE AGENDA ITEMS

- Don Heiser suggests that the August and November 2019 meetings be dedicated to deal with questions for the consultant.
- Peter Zovanyi requested the following questions for the consultant regarding projections:
 - 1) Level of service?
 - 2) Recommended fee increases?
 - 3) An evaluation on getting a handle of how the deficit gets solved if we stay on this path.

VIII. SET NEXT MEETING/ADJOURNMENT

The next CSA-17 Advisory Committee Meeting is on August 6, 2019.
The meeting was adjourned at 5:18 pm.



County of San Diego

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CHIEF MEDICAL OFFICER

CSA-17 ADVISORY COMMITTEE MEETING

Don Heiser, Chair/ Joe Mosca, Vice Chair
c/o Emergency Medical Services
635 S. Highway 101
Solana Beach, CA 92075

Minutes

Tuesday, August 6, 2019

Members Present

City of Del Mar – Parks, Sherryl
City of Encinitas – Hubbard, Jody
City of Solana Beach – Harless, Kelly
Member at Large – Heiser, Don
Member at Large – Zovanyi, Peter

County Staff Present

Ameng, RN, Diane
Cavanaugh, Adria
del Toro, Nicole (recorder)
Parr, Andy
Shahri, Sheri
Sigmund, Justin
Yphantides, MD, Nick

Agency Representatives Present

Austin, David – American Medical Response (AMR)
Cox, Fred – Rancho Santa Fe Fire Protection District
Ford, Robbie – Encinitas, Solana Beach, Del Mar Fire Depts.
McQuead, Dave – Rancho Santa Fe Fire Protection District
Smith, Zach – CSA17 EMS Coordinator
Stein, Mike – Encinitas Fire Department
Twohy, Frank – Rancho Santa Fe Fire Protection District
Crane, Kristen – Assistant City Manager, City of Del Mar

Guests

Iacona, Mike – CPSM
Wieczorek, Tom – CPSM

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

- A. Don Heiser, CSA-17 Chair called the meeting to order at 4:04 pm.
- B. Pledge of Allegiance.
- C. Introductions were made. Robbie Ford was introduced as the new Deputy Chief for Encinitas, Solana Beach and Del Mar Fire Department.

II. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions submitted.

III. APPROVAL OF MINUTES

A motion was made by Sherryl Parks seconded by Kelly Harless to approve the May 7, 2019 CSA-17 Advisory Committee minutes. The motion passed with four (4) votes in favor and one (1) abstain.

IV. CORRESPONDENCE

a. California Fire Chiefs and Fire Districts Association

AB1705 endorsement. The County takes no position on this at this time.

V. SUNSET REVIEW – County (BOS Policy A-74) requires review and validation of all County Advisory Committees.

A sunset evaluation occurs on a scheduled basis, every four (4) years, to determine effectiveness of the committee and the need for its continued existence. This Committee is being asked to provide data on costs, benefits, committee composition and other committee information. It is recommended that the Advisory Committee take action to reauthorize for another four (4) years.

A motion was made by Peter Zovanyi, seconded by Kelly Harless to continue the CSA-17 Advisory Committee. Motion carried.

ACTION: County EMS staff will sign the document and forward for processing to the County Clerk of the Board's office.

VI. MANAGEMENT TEAM REPORT

A. Budget and Financial Report – Mike Iacona, Consultant, CPSM

The [CSA-17 – FY 2018-19 4th Quarter – Year End Totals](#) report was presented, which covered the following: Revenue, Expense, Unit Costs (Revenue and Expense), Operations Analysis, Reserve Analysis.

1. Budget Trends

- Revenue – reduced by roughly 1.5%
- Expenses – up approximately 8%
- Unit Costs – revenue was down slightly; expenses up nearly 10%
- Net from Operations – reduced by 49%
- Reserve Analysis – up 1%

2. Budget Preparation/Process

Budget planning cycle begins this August. The budget was approved at the February meeting. The agencies have already submitted their requests, budgets have been funded, and are working on the new figures for this current budget year 19/20. County EMS is preparing to come to this committee and to the Fire Chiefs Meeting in November. With additional budget information, County EMS will work with the Chiefs carefully at their monthly Operations meeting in December to help them fill out any additional budget requests or amendments to their current 5-year budget. County EMS will meet with the Chiefs in January to go over that budget

and prepare a budget for the board to review at the February 2020 meeting. A Budget Subcommittee meeting will take place, if necessary, in late January.

ACTION: A request was made to have the figures to the Advisory Committee early enough to ensure the budget is healthy. Andy Parr has offered to bring the 4th year of the 5-year budget for their review in November, but wants to ensure the Chiefs have adequate time to make any requests or adjustments for their input and advice.

ACTION: A request was made that the lifeguards be included in this process and that an attempt be made with our current budgeted funds. Chief Stein will meet with County EMS to discuss this topic between now and November.

B. EMS County Report – Andy Parr, EMS Administrator

1. Measles – At this time there are no documented cases in San Diego, however it is possible that this will change. There have been cases in Los Angeles and Orange County and most have been associated with international travel. Agencies may want to consider requesting immunization records for the providers to determine staff who may need to receive the MMR vaccine.
2. HSCTF – Is in the process of the routine summer editing. We recently added two new members representing the County Fire Chief’s Association. The HSCTF assists the county and the hospitals in monitoring the health of the EMS delivery system and the core group makes recommendations to the Chief Medical Officer to adjust the plan in order to liberate additional tools in times of stress to the capacity of the system.
3. Procurements – County staff continues to work diligently on three procurements in the County. This is a huge volume of work and we’re nearing the finish line on some of this work soon. Information is available on the County’s Purchasing and Contracting website through the BuyNet link.
4. Policies and Protocols – New protocols went into effect July 1. Reminder that ketamine must be administered SLOWLY IV and is NOT approved for use for treatment of agitation or for drug-facilitated intubation.
5. Agencies with EMTs, AEDs, glucometers, epinephrine autoinjectors, and intranasal naloxone will be required on BLS ambulances as of July 1, 2019. Some providers have had difficulty obtaining EpiPens; we are handling this on a case by case basis with those agencies.
6. Fees – The Board of Supervisors have approved the 2019-2020 fee structure for personnel, agency, and hospital designation fees. The approved fees are the same as the proposed fees presented to EMCC in March. For personnel fees, the County fee has increased from \$63 to \$86. Agency and hospital designation fees will be posted on the EMS website shortly.

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

- [CSA-17 Quarterly Performance Reports for April, May and June](#) were sent to the Advisory Committee members prior to the meeting and were also presented which covered: Response Time Compliance, Mutual Aid, and Transports by Community. Pleased to report another solid quarter of compliance overall.
- Monthly Mutual Aid/Auto Aid Summary Reports
 - Inbound 137 Resp., 120 on scene and 90TX
 - Outbound 76 Resp., 65 on scene and 49 TX

- Monthly Transports to Hospitals by Units and by Community Summary
 - Scripps Encinitas – 75.74%
 - Scripps La Jolla – 12.91%
 - Pomerado – 4.38%
 - Palomar – 2.82%
 - UCSD Thornton – 1.33%
- Community Service and Public Education: For the quarter, we completed 390 hours, with 2,602 served of which 632 were CPR trained.
 - Community CPR days- Schools and Churches
 - AED Training
 - BP Screening
 - Child Car seat Inspections
 - Ambulance Show and Tells
 - Safe Home Coalition
 - “Opioid take back bag programs”
- EMS Week 5/21/19 Proclamation
 - Dave Austin, Chief Cox and other area Chiefs and AMR staff received a 2019 EMS Week Proclamation from County of San Diego Board of Supervisors Gaspar and Cox.
- CARES – Cardiac Arrest Registry to Enhance Survival
 - Nothing to report; still waiting on hospital data
- Cardiac Survivor Luncheon 6/7/19, Del Mar Hilton
 - Celebrated three (3) survivors with their CPR bystanders and first responders;
 - Supported by EMS Agency; Nick Macchione keynote speaker
- 2019 San Diego County Fair
 - Lighter attendance; 62 responses
- Continuing Education: Quarterly CE continues to be provided by Zach Smith, Don Sullivan and Guest Lecturers with the support of the Training Chiefs.
 - April – MCI training
 - May – Active Shooter Drill at Del Mar Fair Grounds (6 days)
 - June – San Diego County EMS Protocol Updates
- Awesomeness on the Street, an AMR case review document by Dr. Brad Schwartz was provided to read of unusual cases that are seen, but that the paramedics may not encounter every day.

D. Operations Chief’s Meeting Report – Robert Ford, Deputy Chief

- Encinitas Fire Station 5 will be offering fire service at their open house on October 12, 2019; Solana Beach Fire Department open house on October 22, 2019; Rancho Santa Fe Station 2 open house date – TBA.
- In process of purchasing cardiac defibrillators and a controlled substance tracking program for digital processing.
- Light fire season; one fire-line medic was sent to Indio County for a 10-day assignment.
- Three candidates will be interviewing for the Encinitas Fire Captain position.
- Two new fire fighter paramedics were recently hired for Rancho Santa Fe FPD, and another will start later this month.
- Del Mar fairgrounds Active Shooter training May 2019; was a great success with many participants including the following fire agencies: Rancho Santa Fe, Del

VII. CONSULTANT REVIEW – Financial Overview, Mike Iacona, CPSM

The [CSA-17 Financial Overview](#) PowerPoint report was presented by consultant Mike Iacona with Center for Public Safety Management (CPSM) which covered the following: Expenses FY 2018-19 (Actual), Revenues FY 2018-19 (Actual), Expense/Revenue Projections, Expense Projections, Revenue Projections

The county has engaged in a consultant (CPSM) that gave an objective perspective on the work we do and provided some expert financial analysis. Their role is to be an EMS business consultant, assist in the EMS management oversight and the operational analysis, provide an overview of record keeping systems, assist in financial reporting and revenue forecasting, look at the sustainability of the system along with some modeling that can give different options in dealing with that sustainability, and provide comparisons and best practices in this process. They gave a five-year projection for both revenue and expenses, then facilitated a discussion to get feedback on indications and options to be considered. In concluding, provided next steps and timelines on where to go from here.

ACTION: A copy of the report will be provided to the committee members.

ACTION: Consultant Mike Iacona may be able to return to the November meeting with a draft report with the recommendations and analysis of those recommendations so the committee members can speak with their fire chiefs and their city managers for direction and feedback; and make a solid decision on the official report.

A motion was made by Jody Hubbard, seconded by Peter Zovanyi to accept the CSA-17 – FY 2018-19 4th Quarter – Year End Totals Financial Report, as provided. Motion carried.

VIII. OLD BUSINESS

- a. **LAFCO** – No changes. Andy Parr and Chief Cox will meet to discuss this further. The county’s position is the 1992 decision on the CSAs for existing revenue increment is not likely to be part of any annexation.

IX. NEW BUSINESS

No new business

X. FUTURE AGENDA ITEMS

Lifeguard issue

XI. SET NEXT MEETING/ADJOURNMENT

The next CSA-17 Advisory Committee Meeting is on November 5, 2019. The meeting was adjourned at 6:42 pm.



County of San Diego

NICK MACCHIONE, FACHE
AGENCY DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY
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CHIEF MEDICAL OFFICER

CSA-17 ADVISORY COMMITTEE MEETING

Don Heiser, Chair/ Joe Mosca, Vice Chair
c/o Emergency Medical Services
635 S. Highway 101
Solana Beach, CA 92075

Minutes

Tuesday, November 12, 2019

Members Present

City of Del Mar – Parks, Sherryl
City of Encinitas – Mosca, Joe
Rancho Santa Fe Fire Protection District – Nancy Hillgren
Torrey Pines Planning Group – Cerny, Barbara
Member at Large – Zovanyi, Peter

County Staff Present

Cavanaugh, Adria
del Toro, Nicole (recorder)
Parr, Andy
Shahri, Sheri

Agency Representatives Present

Austin, David – American Medical Response (AMR)
Cox, Fred – Rancho Santa Fe Fire Protection District
McQuead, Dave – Rancho Santa Fe Fire Protection District
Smith, Zach – CSA17 EMS Coordinator
Stein, Mike – Encinitas Fire Department

Guests

Wieczorek, Tom – CPSM
Twohy, Frank – Member of the public

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

- A. Joe Mosca, CSA-17 Vice Chair called the meeting to order at 4:03 pm.
- B. Pledge of Allegiance.
- C. There were no introductions or announcements.

II. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions submitted.

III. APPROVAL OF MINUTES

A motion was made by Peter Zovanyi seconded by Nancy Hillgren to approve the August 6, 2019 CSA-17 Advisory Committee minutes. Motion carried. Joe Mosca abstained due to not being in attendance at the August meeting.

IV. MANAGEMENT TEAM REPORT

A. Budget and Finance Report

The [CSA-17 Q1 Financial Overview Report](#) was presented by Tom Wieczorek from the Center of Public Safety Management (CPSM), which covered the following: Revenue, Expense, Operations Analysis, and Reserve Analysis.

There was discussion and questions among the group regarding the budget, including collection rates and the procurement process.

- i. Accept the Q1 Financial Report

A motion was made by Peter Zovanyi, seconded by Nancy Hillgren to accept the Q1 Financial Overview Report. Motion carried.

- ii. Review Budget Process for CSA-17 and Next Steps (Sheri)

The CSA-17 FY20/21 Budget Review Process Report was presented by Sheri Shahri which included the budgets for all four first responder agencies from FY 19/20 through the end of their current contracts with County of San Diego in FY 22/23.

- The budgets have an annual built-in 3% price escalators. FY 19/20 includes capital purchases of monitors, public access defibrillators and CPR devices.
- At the request of the CSA-17 Advisory Committee, the budget process was started early, and the budget review table was sent to the Agency Chiefs for their review in September 2019.
- Today's item on the agenda asks the Advisory Committee to consider the need to hold a CSA-17 Budget Subcommittee meeting in January.
- County EMS staff suggested that since the budget amount was previously agreed upon by the agencies, and there are no edits or amendments offered by the agencies to consider, that a Budget Subcommittee for this year could be omitted.
- The finalized budget for submission to the Board of Supervisors for FY 20/21 will be presented to the Advisory Committee at the February 4, 2020 meeting for approval/vote.
- The Advisory Committee should expect CPSM to provide their final report in February 2020.

- iii. Discussion of the need for a Budget Subcommittee Meeting

There was a consensus not to have a Budget Subcommittee meeting.

B. EMS County Report – Andy Parr, EMS Administrator

1. Health Services Capacity Taskforce (HSCTF) – developed the capacity Plan, a document that County EMS produces each year, which addresses the level of concern or emergency for different health capacities in our emergency departments. Currently at Level 5, which is the lowest. It drives a lot of our decisions on how much emergency capacity there is not only in our emergency departments, but also for our ambulance providers for our upcoming flu season.

2. Public Health Officer Letter Flu Letter – Is the same letter as last year and remains in effect until it is rescinded or superseded. It requires paramedics or EMTs who are not vaccinated for the flu to wear a mask to prevent the spread of the flu or any other disease when they are in the presence of patients. It cuts down the ability of spreading the flu.

ACTION: County EMS staff will provide links to the [KPBS Flu Data news story](#) and to the weekly [Influenza Watch report](#).

3. Procurements for Ground Ambulance Service have been posted for City of San Marcos and the Unified Service Area.
4. Policies and Procedures – This is the year that we will look at all treatment protocols. An email went out to provide input and advise to the EMS Medical Director, Dr. Kristi Koenig. The taskforce meets on November 15, 2019 at County EMS to discuss proposed revisions.
5. Sidewalk CPR – Has changed this year. A reminder to all agencies who have upcoming open houses and other community events where you may be training lay person to do hands only CPR. We are hoping agencies are collecting the number of persons trained in Sidewalk CPR number or our late May compilation of these many events that occur all year long. We will report these numbers to the many agencies who use this data in time for CPR week in June of each year.

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

1. [CSA-17 Quarterly Performance Reports for July, August and September 2019](#) were sent to the Advisory Committee members prior to the meeting and were also presented which covered: Response Time Compliance, Mutual Aid, Transports by Community. Pleased to report another solid quarter of compliance overall.
2. Monthly Mutual Aid/Auto Aid Summary Reports
 - Inbound 99 Resp., and 65 TX
 - Outbound 51 Resp., and 35 TX
3. Monthly Transports to Hospitals by Units and by Community Summary
 - Scripps Encinitas – 75.21%
 - Scripps La Jolla – 14.31%
 - Pomerado – 4.06%
 - Palomar – 2.98%
 - Children’s – .92%
4. Community Service and Public Education: For the quarter, we completed 195 hours, with 1,003 served of which 780 were CPR trained.
 - Community CPR days- Schools and Churches
 - AED Training
 - BP Screening
 - Child Car seat Inspections
 - Ambulance Show and Tells
 - Fire Department Open House

5. CARES – Cardiac Arrest Registry to Enhance Survival - Unofficial
 - 44 Arrests year to date
 - 9.1% Survival with missing hospital outcome data
 - 53.3% Bystanders CPR
 - 4 AED used
6. Continuing Education: Quarterly CE continues to be provided by Zach Smith, Don Sullivan and Guest Lecturers with the support of the Training Chiefs.
 - July – Documentation, Sepsis and N title C02.
 - August – Multi System Trauma and Strangulation
 - September – ACLS Review and Medication Admin.
7. Awesomeness On The Street, an AMR case review document written by Medical Director Brad Schwartz was provided to read about unusual cases that are seen in San Diego that our Caregivers don't normally see or experience.

D. Operations Chief's Meeting Report – Dave McQuead

- Training
 - North Zone completed training for confined space rescue and trench rescue.
 - November 6 terrorist drill held at Legoland had about 70 agencies consisting of law enforcement, fire and EMS.
- Three successful Open House events occurred: Rancho Santa Fe, Solana Beach and Encinitas
- New hires – new firefighter paramedics: Solana Beach hired 1, Encinitas hired 2, Rancho Santa Fe hired 1.
- Purchasing of EKG monitors: Encinitas received 9, Del Mar received 2, Rancho Santa Fe received 10.
- City of Del Mar received approximately \$36k in a grant for firehouse subs. This will be used to replace the extrication tools that are used to cut up cars primarily. This will replace equipment that has been on their frontline engine that has been in place since 2002.

V. OLD BUSINESS

LAFCO Update

There has been no update or conversation since the last meeting.

ACTION: A request was made to provide the following for the new committee members during the budget update, to coincide:

- **An introduction on the history of LAFCO, why it is involved with reporting out, the annexation of Harmony Grove to CSA-17, and the implications on our budget for that annexation.**

ACTION: Andy Parr will provide an existing PowerPoint at the next meeting.

VI. NEW BUSINESS

No new business.

VII. FUTURE AGENDA ITEMS

Lifeguard Issue

This is an opportunity for the lifeguards in the three cities within CSA 17 to come and present on figures they have collected over the year, speak on forecasting and the beach season, and what the interface is between County EMS and the lifeguard services. Chief Stein and Andy Parr have discussed the lifeguard issue and agree that it should be a regular item and would occur in May.

ACTION: Andy Parr will report back in May.

VIII. SET NEXT MEETING/ADJOURNMENT

The next CSA-17 Advisory Committee Meeting is on February 4, 2020.
The meeting was adjourned at 5:00 pm.