



LIVE WELL  
SAN DIEGO



## **COUNTY SERVICE AREA 69 (CSA-69) – 2019 MEETING MINUTES**

**FEBRUARY – THURSDAY, FEBRUARY 14, 2019**

**MAY – THURSDAY, MAY 9, 2019**

**SEPTEMBER – THURSDAY, SEPTEMBER 12, 2019**

**NOVEMBER – THURSDAY, NOVEMBER 14, 2019**



# County of San Diego

**NICK MACCHIONE, FACHE**  
AGENCY DIRECTOR

**HEALTH AND HUMAN SERVICES AGENCY**  
EMERGENCY MEDICAL SERVICES AGENCY  
6255 MISSION GORGE ROAD, MAIL STOP S-555  
SAN DIEGO, CA 92120-3599  
(619) 285-6429 • FAX (619) 285-6531

**NICK YPHANTIDES, MD, MPH**  
CHIEF MEDICAL OFFICER

**CSA-69 ADVISORY COMMITTEE MEETING**  
James Bingham, Chair/ John Butz, Vice-Chair  
c/o Emergency Medical Services  
12216 Lakeside Avenue  
Lakeside, CA 92040

**Minutes**  
**Thursday, February 14, 2019**

---

## **IN ATTENDANCE**

### **Members**

Bingham, James – Lakeside Fire Protection District  
Houlahan, Stephen – City of Santee  
Martin, Tom – Lakeside Community Planning Group  
Meadows-Pitt, Mary – Sharp Grossmont Hospital  
Peasley, Jim – Santee Chamber of Commerce  
Robeson, Robert – Lakeside Chamber of Commerce  
Savage, Warren – City of Santee

### **County Staff**

Bechtol, Robert  
del Toro, Nicole (recorder)  
Kirkpatrick, Jim  
Parr, Andy  
Shahri, Sheri  
Smith, PhD, Joshua

### **Agency Representatives**

Garlow, John – City of Santee  
Matsushita, Justin – City of Santee Fire Department  
Molloy, Bernard – Lakeside Fire Protection District

---

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

James Bingham, Vice Chair called the meeting to order at 4:02 pm. Introductions were made. An announcement was made that Janie Kramer from Sharp Memorial, who chaired this meeting for a long time, is retiring May 1, 2019.

---

## **II. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

---

## **III. APPROVAL OF MINUTES**

**A motion was made by Warren Savage, seconded by Robert Robeson to approve the November 8, 2018 CSA-69 Advisory Committee minutes. Motion carried.**

## IV. MANAGEMENT TEAM REPORT

---

### A. Budget and Financial Report – Sheri Shahri

The [CSA-69 5 Year Budget For Approval and the Financial Review Q2 FY 18-19 was presented](#). The CSA-69 Financial Review Q2 FY 18-19 covered the following: Revenue by Source, Expenditures by Source, Budget History, Transports, Collections, and Payor Mix Data.

The Budget Subcommittee met and recommended to approve the 5 year budget plan. **A motion was made by Stephen Houlahan, seconded by Bob Robeson to approve the 5 year budget plan. Motion carried.**

**A motion was made by Bob Robeson, seconded by Stephen Houlahan to accept the Q2 Financial Report. Motion carried.**

### B. EMS Section Report – Andy Parr

- Capacity Plan – Currently at Level 4 due to two triggers: respiratory complaints and ED bypass hours.
- Influenza – As of the week February 9<sup>th</sup> there are 4,423 cases, 30 deaths. The current Health Officer Order mandating an annual influenza vaccine (or if declined, must wear a mask while in contact with patients or working in patient care areas) remains in effect.
- Jury Duty Letter – This is the last year we will submit a jury letter which allows for postponements of health care workers. A letter is not needed to grant postponements.
- County EMS Procurements – Are ongoing and those who are interested in upcoming procurements are directed to Purchasing and Contracting's BuyNet site. Ambulance procurements for National City and San Marcos as well as the Unified Service Area (North, Central and South) should be out mid to late Spring. In addition, a procurement will also be conducted for billing and collection services for patient's transported from our CSA ambulance districts, that should be out soon.
- Love Your Heart Day – February 14, 2019 is an annual event in which organizations from across the U.S. and Mexico join together to provide FREE blood pressure screenings to the public.
- Sidewalk CPR – May 16, 2019 is an annual event which teaches thousands of people hands only CPR in a pop-up tent.
- Employment Opportunities – Three temporary positions are available with flexible work scheduling, hourly with no benefits, full time employment for one year which can be extended.
  - 1) EMS Fire Liaison position – experience as a Fire Chief Officer is required.
  - 2) Special Projects position – to work with staff to bring emergency services expertise and advice to plan for 800 megahertz communications for EMS section into the future.

- 3) Special Projects position – to review the MOUs in the agency to assure they are appropriate, current and compliant with the provider currently serving the named community.
- CSA-69 will be growing in the near future due to LAFCO action that was approved at the last LAFCO Commission meeting. We have had large slots of land that have been unserved by any fire district authority. LAFCO is now taking action so three areas will be covered to have fire district protection. One area will be added to Lakeside Fire Protection District and will be eventually annexed into CSA-69. We will work with County Fire to have these added to CSA-69. A map was provided.
  - a. **CSA-69 Prehospital Care Data Dashboard** – Josh Smith presented a demo of data that we collect from paramedics, over the course of a year, which includes the following: Total ALS Responses, Total ALS Transports, Average Response Time, Average TOC Time, and Average Seen Time. There are filters that can be adjusted.

County EMS not only collects this data but is also working very hard to display the data to give back to the agencies that can use it for grant requests and public information back to the community. This data is taken from ImageTrend and will be live in July or August.

### **C. Operations Chief’s Meeting Report**

#### **Lakeside Fire District Report – Bernie Molloy**

1. Decrease in number of calls
2. Love Your Heart site will be at Lakeside and Santee libraries
3. Two new hires; and two captains retired

#### **Santee Fire Department – Justin Matsushita**

1. Have 4 vacancies; there are a couple of retirements and early departures
2. New Fire Chief John Garlow; new Deputy Chief Tim Stuber.

---

## **V. OLD BUSINESS**

---

### **A. Additional Ambulance Units/ Ordinance Adjustments**

Nothing new to report. We have not forgotten the need to add a part time ambulance in the CSA-69 and we want to adjust the ordinance in the future. Will be meeting in the coming weeks with County executives and elected officials to go through the process. Should have good reports coming back in May.

---

## **VI. NEW BUSINESS**

---

### **A. Membership confirmation**

Please notify us of any changes in membership as soon as possible. There is a confirmation process to become a voting member: 1) complete an application and submit to Nicole del Toro 2) Nicole sends to County Clerk of the Board of Supervisors office 3) County Clerk of the Board of Supervisors office certifies the new member and notifies Nicole. The new member begins to be a voting member.

It was noted on page 2 of the CSA-69 membership roster, that Frank Parra is listed as the alternate member of the Lakeside Community Planning Group. This is listed in error and Nicole del Toro will contact the County Clerk of the Board's office to correct.

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

**A motion was made to re-elect Jim Bingham as the Chairperson. All were in favor.**

**A motion was made to elect Jim Peasley as the Vice-Chairperson. All were in favor.**

---

**VII. SET NEXT MEETING/ADJOURNMENT**

---

The next CSA-69 Advisory Committee will meet on Thursday, May 9, 2019, 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 5:10 pm.



# County of San Diego

**NICK MACCHIONE, FACHE**  
AGENCY DIRECTOR

**HEALTH AND HUMAN SERVICES AGENCY**  
EMERGENCY MEDICAL SERVICES AGENCY  
6255 MISSION GORGE ROAD, MAIL STOP S-555  
SAN DIEGO, CA 92120-3599  
(619) 285-6429 • FAX (619) 285-6531

**NICK YPHANTIDES, MD, MPH**  
CHIEF MEDICAL OFFICER

**CSA-69 ADVISORY COMMITTEE MEETING**  
James Bingham, Chair/ John Butz, Vice-Chair  
c/o Emergency Medical Services  
12216 Lakeside Avenue  
Lakeside, CA 92040

## Minutes Thursday, May 9, 2019

---

### IN ATTENDANCE

#### Members

Bingham, James – Lakeside Fire Protection District  
Butz, John – Lakeside Union School District Board  
Dare, Kristen – Santee Chamber of Commerce  
Hall, Ronn – City of Santee  
Meadows-Pitt, Mary – Sharp Grossmont Hospital  
Robeson, Robert – Lakeside Chamber of Commerce  
Savage, Warren – City of Santee

#### County Staff

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

#### Agency Representatives

Butz, Don – Lakeside Fire Protection District  
Garlow, John – City of Santee  
Marugg, James – San Miguel Fire Protection District  
Matsushita, Justin – City of Santee Fire Department  
Molloy, Bernard – Lakeside Fire Protection District  
Robak, Steve – Lakeside Planning Group

---

### I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

James Bingham, Vice Chair called the meeting to order at 4:02 pm. The group recited the pledge of allegiance. Introductions were made.

---

### II. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions submitted.

---

### III. APPROVAL OF MINUTES

---

A motion was made by John Butz, seconded by Robert Robeson to approve the September 13, 2018 and February 14, 2019 CSA-69 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-69 Financial Review Q3 FY 18-19](#) was presented, which covered the following: Benefit Fees for FY 19/20; Transports Data; Revenue, Expenditures, Reserves and Reserves Analysis.

###### 1. Budget Trending

Benefit fees are scheduled to increase by 3.37% (based on CPI increase for County of San Diego) effective July 1, 2019.

###### 2. Budget Discussion/Questions

There were questions and discussion on the following:

- Surge costs, user fees and the net balance expenditures being negative each year.
- The consultant was hired to provide third party analysis, and will give us analysis and options over financial matters and operational opportunities. The consultant will be in attendance at the September meeting and will provide a final report in November.

**A motion was made by Ronn Hall, seconded by Robert Robeson to accept the Benefit Fees increase. Motion carried.**

**A motion was made by John Butz, seconded by Robert Robeson to accept the Q3 Financial Report. The motion passed with five (5) votes in favor and two (2) against.**

##### B. County Report – Diane Ameng, QA Specialist

###### 1. Surveillance

- a. Flu – Flu is on the decline. Per the May 1<sup>st</sup> 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 30<sup>th</sup> 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. Is part of the LEMSIS Resource Bridge and is currently in its pilot phase and is used for

tracking patients for reunification purposes in major incidents. We are also working with Office of Emergency Services, Sheriff, Medical Examiner and 211.

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 19<sup>th</sup> 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](http://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. Operations Chief’s Meeting Report**

#### **Lakeside Fire District Report – Bernie Molloy**

1. Full remodel/renovation on Station 3 where Medic 3 is housed out of; approximately one year to complete; temporary housing on site; medic will stay. The response pattern will remain the same.
2. Will be working on measles vaccination issue; in process of getting all of the employees’ back up records from the vendors to ensure all of their employees meet the criteria.
3. Hired one new paramedic; will be hiring four new paramedics in July; several paramedics will attend the upcoming Leadership Academy



4. Thru end of April, CSA ambulances run 4,467 calls; 10k fewer flu cases, which impacted the call volume.

**Santee Fire Department – Justin Matsushita**

1. In the process of hiring four paramedics.
2. Moved a medic unit from Station 4 to Station 5 to alleviate the call volume and lower 10 minute response times during the day time hours.
3. Street Fair May 25, 10:00 am - 6:00 pm; sponsored by the Chamber of Commerce.

---

**V. OLD BUSINESS**

---

- a. **Request from the agencies to increase transport user fees and to add 1 additional 12 hour ambulance.**

The current status is while we wait for the consultant's report, they should be able to provide information and guidance from the Advisory Committee and the Board of Supervisors on how to proceed.

---

**VI. NEW BUSINESS**

---

No new business.

---

**VII. FUTURE AGENDA ITEM**

---

None.

---

**VIII. SET NEXT MEETING/ADJOURNMENT**

---

The next CSA-69 Advisory Committee will meet on Thursday, September 12, 2019, 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 4:50 pm.



# County of San Diego

**NICK MACCHIONE, FACHE**  
AGENCY DIRECTOR

**HEALTH AND HUMAN SERVICES AGENCY**  
EMERGENCY MEDICAL SERVICES AGENCY  
6255 MISSION GORGE ROAD, MAIL STOP S-555  
SAN DIEGO, CA 92120-3599  
(619) 285-6429 • FAX (619) 285-6531

**NICK YPHANTIDES, MD, MPH**  
CHIEF MEDICAL OFFICER

**CSA-69 ADVISORY COMMITTEE MEETING**  
James Bingham, Chair/ Jim Peasley, Vice Chair  
c/o Emergency Medical Services  
12216 Lakeside Avenue  
Lakeside, CA 92040

**Minutes**  
**Thursday, September 12, 2019**

---

## **IN ATTENDANCE**

### **Members**

Bingham, James – Lakeside Fire Protection District  
Dare, Kristen – Santee Chamber of Commerce  
Fox, Ken – Santee School District Board  
Hall, Ronn – City of Santee  
Houlahan, Stephen – City of Santee  
Martin, Tom – Lakeside Community Planning Group  
Meadows-Pitt, Mary – Sharp Grossmont Hospital  
Peasley, Jim – Santee Chamber of Commerce  
Rickards, David – San Miguel Fire Protection District  
Robeson, Robert – Lakeside Chamber of Commerce

### **Agency Representatives**

Butz, Don – Lakeside Fire Protection District  
Garlow, John – City of Santee  
Marugg, James – San Miguel Fire Protection District  
Matsushita, Justin – City of Santee Fire Department  
Molloy, Bernard – Lakeside Fire Protection District

### **County Staff**

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

### **Guests**

Iacona, Mike – CPSM  
Wieczorek, Tom – CPSM  
Wolchko, Janet

---

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

James Bingham, Vice Chair called the meeting to order at 4:04pm. Introductions were made. There were no announcements made.

---

## **II. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

---

### III. APPROVAL OF MINUTES

---

**A motion was made by Stephen Houlahan, seconded by Mary Meadows-Pitt to approve the May 9, 2019 CSA-69 Advisory Committee minutes. Motion carried.**

---

### IV. CORRESPONDENCE

---

A. A letter was received from the California Fire Chiefs and Fire Districts Association who are co-sponsoring legislation that will increase federal reimbursement to local public agencies that provide ground ambulance transport to Medi-Cal patients. They are soliciting support for Assembly Bill 1705.

**A motion was made by Stephen Houlahan, seconded by Ken Fox to support the IGT program. Motion carried.**

**ACTION: County EMS will notify HHS legislative staff and bring back the status to the committee by the next meeting in November.**

---

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

---

A sunset evaluation occurs 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.

The draft Sunset Review Report was provided to the Chair for review. The committee members requested to see the report as well and have additional time to review it.

**A motion was made by Ken Fox, seconded by Jim Peasley to table this item till the next meeting in November. Motion carried.**

**ACTION: County EMS will see that all the members receive the draft Sunset Review Report, the previous 2015 Sunset Review Report and Policy A-74.**

---

### VI. MANAGEMENT TEAM REPORT

---

#### A. CSA-69 FY 2018-19 Year End Totals & Financial Projections

The [CSA-69 FY 2018-19 Year End Totals & Financial Projections](#) PowerPoint was presented by Consultant Mike Iacona from the Center for Public Safety Management (CPSM), which covered the following: Expenses, Revenues, Unit Costs, Operations Analysis, Expense/Revenue Projections.

**ACTION: A request was made that County EMS provide the Scope of Practice to the members.**

#### B. Consultant Group Activity

Mike facilitated a discussion among the Advisory Committee members on current and forecasted finance and operational strengths and challenges for CSA-69 while gathering information and opinions for his report.

This process is evolving and the committee members have the opportunity to provide feedback to Mike before the report gets presented to HHS Executives and the Board of Supervisors. Mike encouraged the committee members to have discussions amongst themselves (Ad hoc committees may be formed) to figure out what can and cannot work, which will then be incorporated into the consultant's analysis. Mike also offered his contact information to the committee members to contact him directly. The County contract is amendable as the report gets done and as the recommendations get suggested or approved by the Advisory Committee. The committee's input and advice is necessary. The final product will be released in the Spring of 2020.

C. Accept the Financial Report

**A motion was made by Stephen Houlahan, seconded by Tom Martin to accept the CSA-69 FY 2018-19 Year End Totals & Financial Projections Report with the corrections noted. (The correct numbers were on slide 5 and will be corrected on slide 3). Motion carried.**

D. EMS Section Report – Diane Ameng

1. Surveillance

- Measles – two documented cases in San Diego. Continue to monitor.

2. Procurements

- USA and San Marcos procurements continue to be worked on. More information will be provided in the Spring.

3. Member Roster – There are currently two vacancies:

- Seat 3, City of Santee
- Seat 13, Lakeside Community Planning Group – which will be filled by Steve Robak (paperwork is currently being processed).

E. Operations Chief's Meeting Report

**Lakeside Fire District Report – Bernie Molloy**

1. Station 3 is being remodeled, with temporary housing; Medic 3 is still responding out of there, while maintaining their same response times.
2. New reserve fund – switched to a fixed pricing module that was approved in the budget. Any money that is not directly spent on CSA-69 related expenses, are now going into a new reserve fund that is held within our organization and is only for CSA-69 expenses. The purpose is to address any costs that are not addressed in the CSA contract with the County. This acts as a safety net.
3. Call volume is about 9500 calls YTD; 6300 transports.
4. Hiring process starting this month for future paramedics.

**Santee Fire Department – Justin Matsushita**

1. 8 new hires going through initial training; made 3 additional job offers
2. Conducted a 6-month study, by moving a medic to two other locations for 3 months at a time, to try to optimize response times.
3. When comparing transports with CSA-17, we are working on having a balanced approach realistically with what can be done with the resources that are available.

---

**VII. OLD BUSINESS**

---

- A. Update on current status and action on the Advisory Committee's request to the BOS for increases to the User Fees.

County Executives wanted EMS staff to engage with a consultant to review this information. This request was placed and calculated as part of the consultant's presentation. EMS staff looks forward to gathering more information to add to the report.

---

**VIII. NEW BUSINESS**

---

- A. Possible Meeting Date Changes for 2020

County EMS staff will work with the Chairs of both CSA committees to possibly adjust future meeting dates that fall in different weeks, to align in the same week. This will make it easier for the CPSM consultants to attend both CSA meetings, since they travel from out of state.

- B. Spare Wheel Exemption – Request Support

The CSA-69 Advisory Committee supports the request before the Board by HHSA to request a Spare Wheel Exemption for specifically identified public and private ambulances. The Lakeside FPD and the City of Santee ambulances are included in this request. This exemption requires reaffirmation by the Board every two years.

**A motion was made by Stephen Houlahan, seconded by Jim Peasley to approve the Spare Wheel Exemption, going to the Board of Supervisors on October 15, 2019. Motion carried.**

- C. Endorsement for Annexation – Request Support

The Emergency Medical Care Committee supports the request before the Board for CSA-69 to annex specific unserved lands and realignments the CSA-69 Sphere of Influence to align fire service and EMS Operating Area boundaries to be coterminous. This requested action is a condition of LAFCO in response to a recent request for annexation of the Lakeside Fire Protection District.

**A motion was made by Stephen Houlahan, seconded by Jim Peasley to approve the Endorsement for Annexation, going to the Board of Supervisors on October 15, 2019. Motion carried.**

---

**IX. FUTURE AGENDA ITEMS**

---

- **The status of the request to increase fees over the 8-year period**
- **The status of the 12h ambulance request**
- **County EMS staff to include the member roster on the back of all future agendas**

---

**X. SET NEXT MEETING/ADJOURNMENT**

---

The next CSA-69 Advisory Committee will meet on Thursday, November 14, 2019, 4:00 pm at the Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040.

The meeting was adjourned at 6:15 pm.



# County of San Diego

**NICK MACCHIONE, FACHE**  
AGENCY DIRECTOR

**HEALTH AND HUMAN SERVICES AGENCY**  
EMERGENCY MEDICAL SERVICES AGENCY  
6255 MISSION GORGE ROAD, MAIL STOP S-555  
SAN DIEGO, CA 92120-3599  
(619) 285-6429 • FAX (619) 285-6531

**NICK YPHANTIDES, MD, MPH**  
CHIEF MEDICAL OFFICER

**CSA-69 ADVISORY COMMITTEE MEETING**  
James Bingham, Chair/ Jim Peasley, Vice Chair  
c/o Emergency Medical Services  
12216 Lakeside Avenue  
Lakeside, CA 92040

**Minutes**  
**Thursday, November 14, 2019**

## **IN ATTENDANCE**

### **Members**

Bingham, James – Lakeside Fire Protection District  
Butz, John – Lakeside Union School District Board  
Dare, Kristen (Alt) – Santee Chamber of Commerce  
Houlahan, Stephen – City of Santee  
Liebig, Peter (Alt) – Lakeside Fire Protection District  
Martin, Tom – Lakeside Community Planning Group  
Meadows-Pitt, Mary – Sharp Grossmont Hospital  
Peasley, Jim – Santee Chamber of Commerce  
Rickards, David – San Miguel Fire Protection District  
Robak, Steve (Alt) – Lakeside Community Planning Group

### **County Staff**

Ameng, R.N., Diane  
Cavanaugh, Adria  
del Toro, Nicole (recorder)  
Parr, Andy  
Pia, Francis  
Shahri, Sheri  
Velasco, Anjelica

### **Agency Representatives**

Baker, Mark – Lakeside FD  
Garlow, John – City of Santee  
Matsushita, Justin – City of Santee Fire Department  
Molloy, Bernard – Lakeside Fire Protection District

### **Guests**

Wieczorek, Tom (CPSM)

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

James Bingham, Vice Chair called the meeting to order at 4:04 pm. Introductions were made. There were no announcements made.

## **II. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

## **III. APPROVAL OF MINUTES**

---

**A motion was made by Stephen Houlahan, seconded by Jim Peasley to approve the September 12, 2019 CSA-69 Advisory Committee minutes. Motion carried.**

---

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

---

##### **A. Budget and Financial Report (Q1)**

The [CSA 69 1<sup>st</sup> Quarter Financial Overview](#) PowerPoint was presented by Consultant Tom Wiczorek from the Center of Public Safety Management (CPSM), which covered the following: Revenue Analysis, Average Patient Revenue Analysis, Expenses, Operations Analysis.

Ambulance transport revenue projections show a significant jump of \$1.7 million for FY19/20. There was a long group discussion regarding this, and the consultant stated they are drilling down on the numbers and continuing discussions with the billing contractor to find the explanation.

**A motion was made by Stephen Houlahan to accept the Q1 Financial Report, with the caveat of an investigation into the \$1.7 million disparity and the 19/20 ambulance fees. Motion not seconded; motion failed.**

**ACTION: The consultant will continue to look at the billing data and provide an explanation of the number in question by the next meeting.**

The CSA 69 FY 20/21 Budget Review Process Report was presented by Sheri Shahri which included the budgets from FY 19/20 through the end of their current contracts with County of San Diego.

- These budgets were negotiated as part of the 5-year contracts through June 2024.
- County EMS staff met with the Chiefs and do not anticipate any changes to the budget for FY 20/21.
- County EMS staff would like to suggest that since the budget amount was previously agreed upon by the agencies, that a Budget Subcommittee for this year could be omitted. County EMS staff requests this committee to approve/vote to omit the subcommittee meeting.
- The finalized budget for submission to the Board of Supervisors for FY 20/21 will be presented to the Advisory Committee at the February 2020 meeting for approval/vote.
- The Advisory Committee should expect CPSM to provide their final report in February 2020.

**A motion was made by Stephen Houlahan, seconded by Jim Peasley to approve the CSA 69 FY 20/21 Budget Review Process and to omit the Budget Subcommittee. Motion carried.**

##### **B. County Report – Andy Parr**

1. Surveillance – Flu season starts November 1 and goes through late April. We are closely monitoring influenza activity. The “Flu Letter” remains in effect until its rescinded or superseded. The flu letter requires, among other things, that

healthcare personnel (which specifically include all EMS Credentialed Personnel) must wear a mask if they are not vaccinated for the flu.

2. Health Services Capacity Task Force – The taskforce met and developed a certain set of guidelines that relate to different levels of readiness and response or capacity issues in our emergency departments. We are currently at Level 5, which is the lowest, but continue to monitor closely a number of factors which are collected from our LEMSIS system and other factors. A weekly report is created.
3. Procurements – County staff is working to accept bids for the City of San Marcos and San Marcos Fire Protection District Service Area as well as the Unified Service Area, which are three large back country service areas.
4. Policies and Protocols – Are up for review. Having Full policy review this year. The task force meets tomorrow all day at County EMS.
5. Sidewalk CPR – A reminder to all agencies who have upcoming open houses and other community events where you may be training lay persons to do hands only CPR. We are hoping agencies are collecting the number of persons trained in CPR numbers for 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 which is the first week in June of each year.

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

#### **Lakeside Fire District Report – Bernie Molloy**

1. Station 3 is fully under remodel and still operating out of this station, behind the facility. Medics are not impacted and has not changed response times. Still ahead of schedule and under budget on the remodel. Should be back in the station by February.
2. Currently hiring for seven open positions; in mid process.
3. As of yesterday, CSA has completed 1,954 calls for service; 7,655 transports. Seeing about the same trend as last year.
4. A spreadsheet called 2019 San Diego County Ambulance Rate Survey was provided, which shows what other transporting agencies in the county are charging. A discussion ensued regarding the rates.

#### **Santee Fire Department – Justin Matsushita**

1. Hosted the following events: Open House, Poster Contest and Pancake Breakfast. Over 1k attended the open house, with vendors from around the county. A booth was provided teaching hands only CPR.
2. Currently in training process of 11 new firefighter paramedics.

---

## **V. OLD BUSINESS**

### **A. Sunset Review**

The sunset evaluation occurs to determine effectiveness of the committee and the need for its continued existence. The Sunset Review allows the committee to continue to meet for the next four years. The Committee is being asked to provide data on costs, benefits, committee composition and other committee information.



**A motion was made by Stephen Houlahan, seconded by Jim Peasley to approve the Sunset Review Report. Motion carried.**

B. Status of the Request to increase fees over the 8-year period

County EMS staff is currently working on the committee's recommendation of raising the rates for residents and non-residents. The recommendation is going through the County's process. CPSM is here doing research analysis of our budget to see if we can justify those rates and working with executive staff. County EMS staff is on track to produce reports that would be in line with the availability to change these rates as part of our normal ordinance adjustment process in the Spring.

**ACTION: Andy Parr will request that members of the committee be present when this request be presented to the Board of Supervisors.**

C. Status of the 12h ambulance request

The status is unknown at this time. CPSM is researching as part of final report.

D. County EMS staff to include the member roster on the back of all future agendas.

This request by the committee has been completed and will continue for all future agendas.

---

**VI. NEW BUSINESS**

---

A. Possible meeting date change to February 6, 2020

In order to align in the same week with CSA-17 Advisory Committee Meeting, the committee is being asked to consider moving the next CSA-69 Advisory Committee Meeting to Thursday, February 6, 2020, same time.

**A motion was made by Stephen Houlahan, seconded by John Butz to move the next CSA-69 meeting date from February 13 to February 6, 2020. Motion carried.**

**ACTION: Nicole del Toro will send out a survey to the committee members to see which Thursday (1<sup>st</sup> or 2<sup>nd</sup>) is more convenient to meet quarterly.**

---

**VII. FUTURE AGENDA ITEM**

---

- County to reconcile the difference in the revenue.
- Continue discussing (quarterly) the fairness of services in City of El Cajon and CSA-69; what progress the County staff has made/ continue to make.
- Continue discussing the status of the request to increase fees over the 8-year period.
- Continue discussing the status of the 12h ambulance request.

---

**VIII. SET NEXT MEETING/ADJOURNMENT**

---

The next CSA-69 Advisory Committee will meet on Thursday, February 6, 2020 at 4:00 pm at Lakeside Fire Department Administrative Office, 12216 Lakeside Avenue, Lakeside, CA 92040. The meeting was adjourned at 5:07 pm.