



County of San Diego

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HEALTH AND HUMAN SERVICES AGENCY
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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

1. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

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

2. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions submitted.

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.

4. MANAGEMENT TEAM REPORT

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>
Total Revenue		\$1,938,836

- 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>
Total Expenditures		\$1,700,247

- 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 4th 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.

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

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.

7. FUTURE AGENDA ITEMS

LAFCO will remain on the agenda under Old Business.

8. SET NEXT MEETING/ADJOURNMENT

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.