



# 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-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
  - o Inbound 99 Resp., and 65 TX
  - o Outbound 51 Resp., and 35 TX
3. Monthly Transports to Hospitals by Units and by Community Summary
  - o Scripps Encinitas – 75.21%
  - o Scripps La Jolla – 14.31%
  - o Pomerado – 4.06%
  - o Palomar – 2.98%
  - o 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.
  - o Community CPR days- Schools and Churches
  - o AED Training
  - o BP Screening
  - o Child Car seat Inspections
  - o Ambulance Show and Tells
  - o 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.