

**Mountain-Valley
Emergency Medical Services Agency
Board of Directors Meeting Minutes
August 31, 2016**

Location: Copperopolis Fire Station
Training Room
370 Main St.
Copperopolis, CA 95228

Time: 9:00 AM

Board Members Present: Terry Woodrow (Vice-Chair) – Alpine County; Louis Boitano – Amador County; Debbie Ponte – Calaveras County; John Carrier (Chair) – Mariposa County; Jim DeMartini – Stanislaus County

Guests: Alan McNany, Brian Dickson, Chief Michael Johnson, Supervisor Mike Oliveira, David Prentice

Staff: Richard Murdock - Executive Director; Lance Doyle – QI/Trauma Coordinator; Susan Watson – Executive Secretary/Financial Services Assistant

A. Call to Order

The meeting was called to order at 9:09 am by Chairman Carrier with a quorum of members present.

B. Welcome and Introductions

The Chairman welcomed those present and self-introductions were conducted.

C. Correspondence

No correspondence.

D. Additions/Deletions, Corrections to Agenda

Mr. Murdock asked to add an informational item to the Executive Session to discuss staffing issues that came up after the meeting agenda was sent out. The matter is of an urgent nature that cannot wait until the next JPA Board meeting.

M/S/C (Woodrow/Boitano) To Approve the Agenda as amended.

Vote: 5-0

Motion Passed

E. Public Forum

None

F. Approval of Consent Calendar

M/S/C (Boitano/Woodrow) To Approve the Consent Calendar.

Vote: 5-0

Motion Passed

G. Air Ambulance Agreement with PHI Air Medical, LLC

Mr. Murdock reviewed some history of the air ambulance agreements citing recommended contract language from CALSTAR to address the regulatory concerns of the providers while meeting contractual terms of the agreement with the Agency. The recommended language will need to be reviewed by County Counsel before the renewal agreements can be finalized. An extension of the present agreement with PHI Air Medical, LLC to December 31, 2016 is requested so that consistent

air ambulance agreements can be produced for all air ambulance providers based in the MVEMSA region as well as those who provide services into or out of any of the member counties. Further, the Board is asked to authorize the Executive Director to sign the agreement extension.

In further discussion, Mr. Murdock reported that CALSTAR joined REACH Air Medical Services under the corporate umbrella of REACH Medical Holdings, LLC on July 31, 2016. CALSTAR transferred its operations to a newly formed company named CALSTAR Air Medical Services, LLC which will be based in Delaware and qualified to conduct business in California. Pursuant to the present agreement with CALSTAR, a consent to operate under the new ownership was signed in July 2016.

Air Methods is in discussion with Mark Twain Medical Center as a base for their operations. The outcome is unknown at this time.

CALSTAR Air Medical Services won the contract with Sutter Health, and will base a ship at Memorial Medical Center in Modesto. Additionally the subscriptions for air ambulance service in the mountain counties will continue to be honored.

M/S/C (Ponte/Woodrow) To approve an extension of the present agreement with PHI Air Medical, LLC through December 31, 2016; and to authorize the Executive Director to sign the agreement extension.

Vote: 5-0

Motion Passed

H. Ambulance Provider Agreement with Air Methods Corporation

Discussion for this item was included in Agenda Item G.

M/S/C (Ponte/Woodrow) To approve an extension of the present agreement with Air Methods Corporation through December 31, 2016; and to authorize the Executive Director to sign the agreement extension.

Vote: 5-0

Motion Passed

I. FY 16/17 Agreement with the State EMS Authority

Mr. Murdock presented the FY 16/17 State EMS Authority Agreement to grant \$366,899 in State General Funds to the Agency. The contract language is essentially unchanged from prior agreements with the exception of these additions: Attending or participating in a minimum of 3 EMSA/LEMSA meetings annually; Designating Limited Advanced Life Support (LALS) responder agencies; Monitoring on EMS System Core Measures by March 31st annually; Providing data to California EMS Information System (CEMSIS) monthly; Providing data in current version of National EMS Information System (NEMSIS) and CEMSIS standards from electronic health records; and Engaging healthcare partners and health information partners in planning efforts to integrate EMS into Health Information Exchange (HIE).

HIE integrates electronic patient records from hospitals, clinics and EMS into a central data repository and is accessible by everyone who treats a patient. The model for California is in San Diego.

The EMS Administrator Association of California (EMSAAC) is concerned that in the future there will be an unfunded mandate to actively participate in an HIE organization.

M/S/C (Boitano/DeMartini) To approve the FY 16/17 State EMS Authority Agreement.

Vote: 5-0

Motion Passed

J. FY 14/15 Financial Audit

Ms. Watson presented the findings of the FY 14/15 annual financial audit performed by Fechter & Company, CPAs. The audit found the financial records to be in good order and a fair representation of the Agency's financial activities. There were no recommendations for improvement. Appropriate internal controls are in place in accordance with Generally Accepted Accounting Principles.

M/S/C (Ponte/Woodrow) To approve the FY 14/15 annual financial audit.

Vote: 5-0

Motion Passed

K. FY 15/16 Draft Year-End Financial Report

Ms. Watson presented the FY 15/16 draft year-end financial report. The accounting method changed from cash to accrual as previously approved by the Board. Year-end adjustments were limited only to those FY 16/17 income invoices issued and expenses received in June 2016. Although there was a slight increase in the annual budget, there was not a net profit or loss. Contributing factors to the budget increase were discussed. The ending unreserved general fund was \$1.3M, in compliance with Policy 170.00, Reserve Fund Limits.

In discussion, the ambulance agreement fees for all providers; and contributing factors to the size of the System Enhancement Fund balance for Stanislaus County were addressed.

M/S/C (Ponte/Boitano) To approve the FY 15/16 Draft Year-End Financial Report

Vote: 5-0

Motion Passed

L. FY 15/16 Annual Financial Audit

Mr. Murdock requested the Board's guidance on the frequency to change the auditing firm. If Fechter and Company performs the FY 15/16 annual financial audit, it will be the fifth consecutive year. The Agency estimates preparation of an RFP would take two months minimum.

In discussion, the Board recommended putting out an RFP every 4-6 years.

M/S/C (Boitano/Ponte) To engage Fechter and Company, CPAs to perform the FY 15/16 Annual Financial Audit and simultaneously develop an RFP for an auditing period to begin with the audit of the FY 16/17 financial records.

Vote: 5-0

Motion Passed

M. Field Liaison Responsibilities

Mr. Murdock explained the recent recruitment process to replace the Field Liaison position vacated by Pat Murphy. A successful candidate did not emerge from the recruitment effort. The present salary range for the position is an obstacle. In reviewing the contractual requirements of the agreements with each mountain county, the Agency proposes to use Lance Doyle, EMS Duty Officer for the mountain counties and the QI Coordinator, to attend several of the meetings. Other Agency staff will be used to address certification needs and other requirements as they arise. This approach will be reviewed in December 2016. If it does not adequately meet the needs of the counties, then another recruitment process will be conducted.

N. Calaveras County EMS System Analysis

Mr. Murdock reported that in July 2016 he met with Calaveras County CAO, Shirley Ryan; Supervisors Ponte and Kearney; and Calaveras Consolidated Fire (CCF) Chief Jason Robitaille to discuss creating an Exclusive Operating Area for Valley Springs district. CCF desires to implement either an ALS First Responder system or an ALS transport system that mirrors that of Ebbetts Pass Fire Protection District. There are many statutory requirements related to creating an Exclusive Operating Area and a cost benefit system analysis needs to be completed before this can be recommended to the Board. The Agency recommended a feasibility study be completed to address several questions, and would take an estimated 12 months to complete. This process would dovetail into creation of the next RFP for contracts that will go into effect on July 1, 2020. The Agency has also developed a projection in cost and time for staff to complete the feasibility study. The County is currently considering this process and will issue a decision at a future date.

Supervisor Ponte explained the County's cautious approach to creating another Exclusive Operating Area and the desire to be very thorough in the analysis. The first step is to see the outcome of a ballot measure in November 2016 that would create some additional tax revenue in the Valley Springs district.

Mr. Murdock will bring this issue back to the JPA Board for approval if the County decides to proceed with the feasibility study. The estimated cost to the Agency is a minimum of \$80,000 - \$100,000.

O. Agency and County Reports

MVEMSA – No further report.

Alpine County – No report.

Amador County – No report.

Calaveras County – As mentioned, the County is considering the potential of adding another Exclusive Operating Area and dealing with an item scheduled for Executive Session.

Mariposa County – The new Health Officer is on board and getting oriented to the County. Supervisor Carrier will hopefully set up a meeting between Dr. Sergienko and Mr. Murdock in the next couple of weeks to discuss the role of MVEMSA.

Stanislaus County – No report.

P. Executive Session

The Board convened Executive Session at 10:16 AM.

Q. Results of Executive Session

The Board returned from Executive Session at 10:58 AM. Information was received regarding a personnel action. Information was received and direction given regarding litigation.

R. Next Scheduled Meeting

October 12, 2016 at 9:00 AM, Copperopolis Fire Station Training Room

S. Adjournment

Chairman Carrier adjourned the meeting at 10:59 AM.