

**Mountain-Valley  
Emergency Medical Services Agency  
Board of Directors Meeting Minutes  
February 10, 2022**

Location: Via Zoom  
 Time: 10:00 AM

Board Members Present: Gary Tofanelli (Chairperson) – Calaveras County; Jeff Brown (Vice-Chairperson) – Amador County; Terry Woodrow – Alpine County; Miles Menetrey – Mariposa County; Buck Condit – Stanislaus County

Guests: Chief Richard Murdock – Stanislaus County Fire Warden; Deb Thrasher – Stanislaus County Health Services Agency; Jesse Figueroa – Mercy Medical Transport; Cindy Woolston - AMR; Mary Ann Lilly – Stanislaus County Health Services Agency; Jewel Warr – Stanislaus County CEO Office; Alan McNany – American Legion Ambulance; Jim Whitworth – Mariposa County Public Health; Eric Lewis – PHI; Clint Bray – Stanislaus Consolidated Fire Protection District; Katie Andrews – Tuolumne County EMS Agency; Paul Willette – Patterson District Ambulance; Daniel Iniguez – AMR; Kacey Smith – Stanislaus County Board of Supervisors; Pat Burns – Salida Fire Protection District; Michael Courtney – Westside Community Ambulance; Lori Sicard – Stanislaus County Counsel

Staff: Cindy Murdaugh – Executive Director; Susan Watson – Executive Secretary / Financial Services Assistant; Derek Cole – Agency Counsel; Amy Diaz – Front Office and Certifications; Brenda Freese – Certifications, Training and Data Registrar; Tom Morton – Communications/Data Systems Coordinator; Marilyn Smith – Response and Transport Coordinator; Justin Murdock – EMS Critical Care Coordinator

**A. Call to Order**

The meeting was called to order at 10:00 AM by Chairperson Tofanelli with a quorum of five members present.

**B. Welcome and Introductions**

Ms. Watson conducted a roll call of the JPA Board members. Chairperson Tofanelli called for self-introductions by staff and guests.

**C. Correspondence**

None

**D. Additions/Deletions, Corrections to Agenda**

M/S/C (Woodrow/Menetrey) To approve the agenda as presented.

**Motion Passed 5-0**

**E. Public Forum**

None.

**F. Approval of Consent Calendar**

M/S/C (Brown/Condit) To approve the consent calendar.

**Motion Passed 5-0**

**G. Agreement with Jim Whitworth**

Ms. Murdaugh presented the independent contractor agreement with Jim Whitworth for review and approval. The scope of work includes review of Patient Care Reports; monitoring of FirstPass clinical triggers; data entry, analysis and report development in CodeStat and CARES; review of patient transports in the Community Paramedicine project; preparation for Local Quality Improvement Group and Air Ambulance Committee meetings; and maintaining communication with the Agency. The contracted work applies to all five member counties.

If approved, the term would be from February 10, 2022 thru June 30, 2022. Compensation will be paid from the unspent wages for the Quality Improvement Coordinator position currently approved in the FY 21/22 Agency budget.

Mr. Whitworth thanked the Board and the Agency for the opportunity to continue helping the Agency outside the regular working hours of his present position with Mariposa County.

**M/S/C (Condit/Brown) To approve the agreement with Jim Whitworth.**

**Motion Passed 5-0**

**H. System Enhancement Policy Changes per Stanislaus County Board of Supervisors**

Chairperson Tofanelli requested this item be added to the meeting agenda because the System Enhancement Funds policy was never brought before the JPA Board for approval.

On February 1, 2022 the Stanislaus County Board of Supervisors voted to change the approved uses of the System Enhancement Fund to include the County's ability to use it for start-up costs for their new EMS Agency.

Supervisor Condit affirmed the Board of Supervisors decision on February 1, 2022 to amend the policy and agreed the policy probably should have come through the JPA Board first.

Ms. Warr apologized if the policy update process happened out of order, but explained it went before the Stanislaus County Board of Supervisors, as they have the authority to approve the use of the fund and its expenditures. While the County is working toward the full transition of the administrative responsibilities regarding the System Enhancement Fund, the County realizes they are still in the JPA until June 2022.

Ms. Lilly commented that part of the policy change removes some of the administrative burden from the Agency staff and places it on the County staff.

Mr. Cole noted that EMS Agencies are unique in that many of their policies are medical control policies which come under the authority of the Medical Director. However, the Agency does have Policy 951.20 regarding the Stanislaus County System Enhancement Funds. If the JPA Board chooses to ratify the policy as amended by the Stanislaus County Board of Supervisors, then for the remaining months that Stanislaus County is in the JPA, direction should be given to supersede the Agency's current policy 951.20 with the version approved by the Stanislaus County Board of Supervisors.

Chairperson Tofanelli and Mr. Cole discussed the policy approval process in general to make sure the JPA Board is aware of higher level policies and how they are affecting the work of Agency staff.

Chairperson Tofanelli voiced concern on the changes to how the System Enhancement Fund is being used and how that impacts the ambulance provider agreements with the Agency.

Mr. Cole pointed to the transition and time horizon regarding Stanislaus County's withdrawal from the JPA and the lines of LEMSA responsibility. Concerns of the ambulance providers related to the use of the System Enhancement Funds can be dealt with by the Agency through June 30, 2022; but will become the responsibility of Stanislaus County as of July 1, 2022.

Supervisor Condit noted that AMR was in attendance at the February 1, 2022 Stanislaus County Board of Supervisors meeting and raised no objection to the proposed policy changes.

Chief Murdock stated he was the original author of the System Enhancement Funds policy and noted that private ambulance companies are not eligible for any of the System Enhancement Fund, which is funded by the payment of response compliance penalties. Only public agencies may request use of the System Enhancement Fund.

Chairperson Tofanelli re-emphasized the System Enhancement Funds are referenced in the ambulance provider contracts and that changing the policy equates to a change in the contracts between the providers and the Agency.

Chief Murdock noted there is a meeting scheduled for February 11, 2022 to further discuss this issue with legal counsel and two of the JPA Board members.

Chairperson Tofanelli explained his concern is to protect the Agency from possible litigation.

Chief Murdock requested the amount of Agency staff time devoted to administering the System Enhancement Fund.

Chairperson Tofanelli requested staff compile that information before the scheduled meeting for February 11, 2022; and bring this item back for further discussion at the March JPA Board meeting.

Supervisor Condit made a motion to approve the policy change as determined by the Stanislaus County Board of Supervisors.

Supervisors Brown, Menetrey and Woodrow requested the vote be delayed until after the discussions are completed; but also don't want to cause an undue delay for Stanislaus County receiving what they need for start-up costs.

Supervisor Menetrey suggested a special JPA Board meeting to move it along quicker.

Chairperson Tofanelli agreed and said the Board will schedule a special meeting date before today's meeting concludes.

Supervisor Condit rescinded his motion on the grounds the Special Meeting is scheduled as planned.

**M/S/C (Woodrow/Condit) To continue this item to a Special Meeting for next week.**  
**Motion Passed 5-0**

**I. Planning Discussion**

Chairperson Tofanelli noted he and Supervisor Woodrow have been working on several items to include a potential office space that was visited last week by both supervisors and Ms. Murdaugh. The JPA Board members received a schematic of the space just prior to this meeting.

Supervisor Woodrow discussed the viability of this office space and said it looks very promising.

Chairperson Tofanelli noted the office space is located in Copperopolis and would be closer and easier for Agency staff to get to from the valley. He reviewed several features of the existing space and explained possible plans for how the space could best be used. The asking lease price would be \$1275 a month.

Supervisor Brown said the location looked good and noted there would need to be cooling for the area where the Agency server is located.

Supervisor Menetrey agreed the location looked like a good option.

Chairperson Tofanelli noted it is located in a shopping center with adequate parking.

Supervisor Brown asked if there would be an area for secured parking of the disaster trailer and Mobile Simulation Lab.

Chairperson Tofanelli said they could negotiate with the landlord for a secured parking area if the Board wants to pursue that discussion.

Supervisor Woodrow noted the overall shopping center has a very large parking area that is accessible from the smaller parking area near the office space.

Chairperson Tofanelli noted he and Supervisor Woodrow will be joining Derek Cole in further negotiations with Stanislaus County and hope to get items cleared up as soon as possible there can be a clean break on June 30, 2022. The Agency can then set up shop in the new office space.

Supervisor Brown said that he did not see the Mobile Simulation Lab listed on the inventory.

Ms. Watson clarified that the Agency-owned equipment inside the Mobile Simulation Lab is listed on the Training Supplies tab in the inventory. She further noted the ambulance itself belongs to AMR by contract and is one of the transition items along with disposition of the manikin that needs to be worked through.

Supervisor Condit requested the email with the inventory be resent to him.

**M/S/C (Brown/Menetrey) To enter into negotiations with the landlord for the office space.**

**Motion Passed 5-0**

**J. Closed Session**

The Board entered into closed session at 10:52 AM.

**K. Results of Closed Session**

Open session resumed at 11:59 AM.

Mr. Cole reported the Board met in closed session to hear two items concerning potential litigation. The Board received an update from legal counsel and gave direction to legal counsel. The Board took no other reportable action.

**L. Agency and County Reports**

Agency:

- Ms. Watson reported that in response to the Board's direction at the last meeting, the Agency requested and received an extension of the FY 20/21 Financial Audit submission deadline to April 30, 2022. This will give the Board a little more time to provide the

information the auditor has requested regarding the going concern issue going forward on July 1 2022.

- Ms. Murdaugh reported the Agency continues to monitor the BLS tiered response implementation in Stanislaus. At the beginning there was a 15% paramedic intercept for these calls and this is now down to 7% of the call volume requiring paramedic intercept. 100% of those calls are being reviewed to ensure the dispatch triage and response was assigned appropriately. Things are working as they should.
- American Legion Ambulance in Amador County is interested in pursuing a BLS tiered response. Ms Murdaugh owes a call to Alan McNany on this issue and will make that call today or tomorrow to set up a time to meet with him to set up an implementation timeline.
- Mr. Morton reported the status of two projects with FirstWatch:
  - The Agency is ready to move forward with building the FirstWatch Online Compliance Utility and the reporting that goes with it in Mariposa County pending the updated ambulance provider contract development currently in process.
  - The Amador County Sheriff gave approval to begin work on the CAD interface between the Sheriff's Office CAD and FirstWatch. This will be the last data source implementation and will be of great benefit to Amador County.
- Ms. Murdaugh noted she recently sent the current draft of the new ambulance provider contract with Mercy Medical Transport to Supervisor Menetrey and Dr. Sergienko for their review. There are some financial questions and how the transition with Stanislaus County will affect the Mobile Simulation Lab. Once Mariposa County has seen the draft and approved it, the agreement will be sent to Mercy Medical Transport for their review as well.

Alpine County: No report.

Amador County: No report.

Mariposa County:

- Supervisor Menetrey shared that Asher passed suddenly and unexpectedly on January 11<sup>th</sup>.

Stanislaus County:

- Supervisor Condit reaffirmed the County is available to help the JPA in any way they can as the separation occurs.
- At the last Board of Supervisors meeting, the County voted to terminate the local emergency related to COVID-19. However, the health emergency is still in place.

Calaveras County: No report.

#### **M. Next Scheduled Regular Meeting**

The Board set a special meeting for Monday, February 14, 2022 at 3:00 PM via Zoom.

The Board set the next regular meeting for Monday, March 14, 2022 at 10:00 AM via Zoom.

#### **N. Adjournment**

Chairperson Tofanelli adjourned the meeting at 12:14 PM.