

**Mountain-Valley  
Emergency Medical Services Agency  
Board of Directors Meeting Minutes  
February 10, 2016**

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

Time: 9:00 AM

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

Board Members Absent: Jim DeMartini – Stanislaus County

Guests: Al Lennox, Ted Novelli

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

**A. Call to Order**

The meeting was called to order at 9:02 am by Chairman Boitano with a quorum of members present.

**B. Welcome and Introductions**

The Chairman welcomed those present.

**C. Correspondence**

There were three pieces of correspondence:

1. Mariposa County Board of Supervisors letter, dated 1/6/16, appointing Supervisor John Carrier to the JPA Board of Directors for 2016 and designating Supervisor Rosemarie Smallcombe as the alternate.
2. County of Alpine letter, dated 1/11/16, appointing Supervisor Terry Woodrow to the JPA Board of Directors for 2016 and designating Supervisor Mary Rawson as the alternate.
3. Stanislaus County list of 2016 Board Committee Assignments designating Supervisor Jim DeMartini to serve on the JPA Board of Directors and naming Supervisor Vito Chiesa as the alternate.

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

Mr. Murdock asked to add an information item, Quality Improvement Program Annual Update.

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

Vote: 4-0

**Motion Passed**

**E. Public Forum**

No public comment.

**F. Approval of Consent Calendar**

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

Vote: 4-0

**Motion Passed**

**G. Financial Audit Engagement Letter**

Mr. Murdock reported the field work for the FY 14/15 financial audit was performed by Fechter & Company, CPAs in January 2016. The Board was asked to approve the audit engagement letter, which cites the scope of work and anticipated audit fees.

**M/S/C (Ponte/Carrier) To Approve the Financial Audit Engagement Letter.**

Vote: 4-0

**Motion Passed**

**H. Stroke Systems of Care**

Mr. Murdock described the LEMSA's responsibility to designate specialty care centers and described the process for developing stroke systems of care for the MVEMSA region. Doctors Medical Center, Memorial Medical Center and Kaiser Modesto have all submitted letters of intent to become Stroke Receiving Centers. The application matrix is being completed with the goal for designation to be completed by 7/1/16. Contracts will be presented to the Board for approval once they are fully developed.

**I. Office Lease Renewal**

Mr. Murdock explained the current lease agreement with Standiford Plaza for the Agency office space will expire on 4/30/16. Renewal negotiations have not yet begun, but the Agency has developed a list of minor tenant improvements and at this time intends to stay in the same location.

**J. Quality Improvement Program Annual Update**

Mr. Doyle discussed the annual quality improvement program report requirements and presented the FY 2015 report to the Board. The focus of the report was on improving survival rates for out of hospital cardiac arrests. Several initiatives patterned after the Resuscitation Academy in Seattle, WA were successfully implemented in the MVEMSA region. In 2016, the emphasis is on re-promoting high performance CPR in the BLS fire agencies and working with dispatch centers to train them in dispatch-assisted CPR.

Mr. Murdock relayed Dr. Mackey's request for the Board's assistance with the dispatch centers in Amador and Calaveras Counties. There has been difficulty obtaining their buy-in for EMS.

Supervisor Ponte requested Mr. Murdock attend a Calaveras County Board of Supervisors meeting to explain the cardiac care initiatives and cite the importance of the dispatch center involvement as well as the efforts of the EMTs and Paramedics.

Additionally, Supervisors Ponte, Carrier and Boitano all welcomed Dr. Mackey to make a presentation at their respective Boards of Supervisors.

**K. Executive Session**

The Board convened Executive Session at 9:37 AM.

**L. Results of Executive Session**

The Board returned by Executive Session at 10:00 AM.  
Report was received. No direction given.

**M. Agency and County Reports**

*Alpine County* – No report.

*Amador County* – There will be a post Butte Fire incident review on 2/23/16 at 1:30 pm in the Board of Supervisors chambers.

*Calaveras County* – The County continues to recover slowly from the Butte Fire. The emergency declaration is still in place. CAL-OES and FEMA have returned to their regional offices. A cross-section of community leaders and faith-based organizations are working to rebuild homes. The State Fire Marshall is incorporating new building codes and addressing requirements. The evaluation of lessons learned from the fire is still pending.

Mr. Murdock updated the status of the Advanced EMT training, reporting the students are currently performing their clinical hours at Mark Twain Medical Center and will then have ambulance ride time with American Legion Ambulance. There will be a presentation next month at the Calaveras Fire Chiefs meeting.

*Mariposa County* – Three candidates for Health Officer will be interviewed on 2/29/16. John C. Fremont Hospital announced it is running in the black for the first time in many years. Cal Fire is putting AEDs on its engines. First Responder EMS personnel were recognized at a local EMS meeting.

**N. Next Scheduled Meeting**

April 13, 2016 at 9:00 AM, Copperopolis Fire Station Training Room

**O. Adjournment**

Chairman Boitano adjourned the meeting at 10:13 AM.