

**Mountain Counties
Emergency Medical Services Agency
Board of Directors Meeting Minutes
February 27, 2023**

Location: Via Zoom
Time: 11:00 AM

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

Guests: Alan McNany – American Legion Ambulance; Jim Whitworth - Mariposa County Public Health; Chief Mike Johnson – Ebbetts Pass Fire District; Eric Lewis – PHI; Chief Dusty Martin – CalFire

Staff: Susan Watson – Executive Secretary/Financial Assistant; Tom Morton – Communications/Data Systems Coordinator; Kamron Dirks – Quality Improvement Coordinator; Dr. Kann - Agency Medical Director; Derek Cole – Agency Counsel

A. Call to Order

The meeting was called to order at 11:01 AM by Chairperson Tofanelli with a quorum of four members present.

B. Welcome and Introductions

Self-introductions were conducted.

C. Resolution Continuing the Use of Remote Meetings

Mr. Cole explained this will be the last time to use this resolution as the emergency declaration from the Governor will be lifted on February 28, 2023. Moving forward remote meetings can be conducted only under very specific conditions. Regular meetings will be conducted in person.

M/S/C (Woodrow/Menetrey) To adopt the resolution continuing the use of remote meetings.

Roll Call Vote:

Alpine County: Aye
Amador County: Aye
Calaveras County: Aye
Mariposa County: Aye

Motion Passed 4-0

D. Correspondence

None.

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E. Additions, Deletions, Corrections to Agenda

None

M/S/C (Menetrey/Brown) To approve the meeting agenda as submitted.

Roll Call Vote:

Alpine County: Aye

Amador County: Aye

Calaveras County: Aye

Mariposa County: Aye

Motion Passed 4-0

F. Public Forum

None.

G. Approval of Consent Calendar

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

Roll Call Vote:

Alpine County: Aye

Amador County: Aye

Calaveras County: Aye

Mariposa County: Aye

Motion Passed 4-0

H. Renewal Agreement with Air Methods Corporation

Chairperson Tofanelli summarized that the renewal agreement was originally approved by the Board in December 2022. Air Methods Corporation did not sign that agreement, but brought back some proposed changes that have been reviewed by Mr. Cole.

Ms. Watson noted Mr. Cole did not feel the proposed changes were substantive. If the Board approves this amended agreement, the document will have to be sent out for signatures again.

Chairperson Tofanelli noted the language change from “shall notify” to “shall endeavor to notify” the Agency does not seem to be in favor of the Agency.

Mr. Cole said he read that as a best efforts, in good faith action of the part of the provider.

Chairperson Tofanelli would like this document to be sent out for signature and brought back to the Board.

M/S/C (Menetrey/Brown) To approve the revised renewal agreement with Air Methods Corporation.

Roll Call Vote:

Alpine County: Aye
Amador County: Aye
Calaveras County: Aye
Mariposa County: Aye

Motion Passed 4-0

I. Termination of Agreement with Buena Vista Rancheria Fire Department

Vice-Chairperson Brown explained this was brought on by the Buena Vista tribe who wanted to cancel their agreement with CalFire. CalFire was running the Buena Vista Rancheria Fire Department. The tribe is now going to contract with Jackson Valley Fire Department, but they will not be looking for Advanced Life Support.

Chairperson Tofanelli questioned what help will be available for someone who becomes ill on the premises.

Dr. Kann noted it is a sad day to see an ALS provider step down in Amador County. This does not promote the over arching goal of putting a medical decision maker at the side of a patient as soon as possible. American Legion Ambulance is still an ALS provider in the county.

Vice-Chairperson Brown noted that Amador Fire Protection District is looking to become an ALS provider. This decision by Buena Vista Rancheria Fire Department was a tribal decision and the County has no control over that.

Chairperson Tofanelli observed the general public is allowed into the tribal premises and it doesn't seem the right level of EMS is being provided.

Chief Martin agreed with Dr. Kann and noted the CalFire agreement with Buena Vista Fire will end at midnight on March 1, 2023. He thanked the Agency for its support of the CalFire medics.

Mr. Morton said there had been very good communication and working relationships with CalFire.

M/S/C (Brown/Woodrow) To accept the termination of the agreement with Buena Vista Rancheria Fire Department.

Roll Call Vote:

Alpine County: Aye
Amador County: Aye
Calaveras County: Aye
Mariposa County: Aye

Motion Passed 4-0

J. Delegation of Authority to Hire a Disaster Response Coordinator

Ms. Watson reported the hiring of this position is directly tied to the Agency's augmented funding from the State. A recruitment action was started and two candidates have responded. The interview and hiring process needs to be completed. Asking for this delegation of authority is a just in case request we would need if the Executive Director's status remains as it is currently.

Chairperson Tofanelli asked if the delegation should be to Tom Morton.

Ms. Watson noted that Ms. Murdaugh had indicated Tom Morton should be the designated leader for the Agency in her absence.

Mr. Morton explained the benefit to the member counties for the Agency to have a full-time disaster coordinator

M/S/C (Woodrow/Menetrey) To delegate authority to Tom Morton to hire a disaster response coordinator in the absence of the Executive Director.

Roll Call Vote:

Alpine County: Aye
Amador County: Aye
Calaveras County: Aye
Mariposa County: Aye

Motion Passed 4-0

K. Designation of Authority to Respond to State EMS Authority Assignments

Ms. Watson reported we have a direct request from the State EMS Authority for the Board to formally identify who will act in the absence of the Executive Director. There are a number of requests and assignments from EMSA that need to be completed.

Mr. Morton explained that Angela Wise of EMSA requested the designated point of contact in the absence of the Executive Director to close the communication gap so our Agency does not miss important information and requests from EMSA.

M/S/C (Menetrey/Brown) To designate Tom Morton to respond to the State EMS Authority in the absence of the Executive Director.

Roll Call Vote:

Alpine County: Aye
Amador County: Aye
Calaveras County: Aye
Mariposa County: Aye

Motion Passed 4-0

- L. Signature Authority for Agency Operating Funds on Account with Calaveras County**
Chairperson Tofanelli explained this document as presented in the meeting materials packet.

Ms. Watson noted this form is required by the Calaveras County Auditor to have approval signatures on file.

M/S/C (Brown/Menetrey) To approve the signature authorities for Tom Morton and Kamron Dirks as noted on the Calaveras County document.

Roll Call Vote:

Alpine County: Aye
Amador County: Aye
Calaveras County: Aye
Mariposa County: Aye

Motion Passed 4-0

- M. Signature Authority for Agency Funds on Account with Valley First Credit Union**

Ms. Watson explained these are the accounts the Agency uses for direct deposit payroll and other bill payments. This is updated to reflect the Agency staff available to go into Valley First Credit Union in person to update the signature card. For now this will be Tom Morton and Kamron Dirks and will allow us the two signature authorities needed for transactions with these accounts.

Supervisor Woodrow asked if the Agency is Mountain Counties EMS Agency as all of the references today have still been to Mountain-Valley EMS Agency.

Ms. Watson explained the amended JPA Agreement has not yet been fully executed by all member counties.

Mr. Cole noted it was Alpine County who still has not signed.

Supervisor Woodrow will follow-up on the JPA Agreement.

M/S/C (Woodrow/Brown) To approve the Board resolution designating Tom Morton and Kamron Dirks as authorized signatures for the Agency accounts with Valley First Credit Union.

Roll Call Vote:

Alpine County: Aye

Amador County: Aye

Calaveras County: Aye

Mariposa County: Aye

Motion Passed 4-0

N. Agency and County Reports

Agency –

- Mr. Dirks reported:
 - An MICN course was presented at Mark Twain Medical Center. Coordination is underway for an MICN course to be taught at John C. Fremont in Mariposa County.
 - The Agency accepted the donated ambulance from American Legion Ambulance for the SimLab. It is currently located at the Copperopolis Fire Station. The Agency completes the requirements for licensure, registration and insurance. Board approved designs for the vehicle wrap have been submitted to The Sign Shop in Copperopolis.
 - Central Calaveras Fire is asking for trainings with the SimLab at there fire academy in May 2023.
 - Clinical reporting is current with the CARES program.
 - Mariposa LQIG was hosted at Copperopolis Fire Station via Zoom.
- Mr. Morton reported:
 - Renewal of the FCC licenses for the Med channels are nearly complete.
 - American Legion Ambulance started using their safety car as of February 1, 2023.
 - The application from Amador Fire Protection District to become a FRALS provider is being worked on in conjunction with Dr. Kann.
 - Vice-Chairperson Brown thanked Tom for his work on the FRALS application.
 - Mr. McNany reported things with the safety car are going very well. There have been 24 transports so far which preserved 130 hours of ambulance availability in Amador and Calaveras counties. There is a 100% internal audit of each safety car transport and a monthly report will be submitted to Dr. Kann.

- Dr. Kann recognized the Medical Director at American Legion Ambulance for his efforts to educate the hospital staff on these safety car transports.

Amador County – No report.

Alpine County – No report.

Calaveras County – No report.

Mariposa County – Even with the amount of tree removal performed by PG&E, power lines are down everywhere. Road crews are stretched thin. Oak Fire recovery has been wrapped up.

O. Closed Session

The Board entered into closed session at 11:58 AM.

P. Results of Closed Session

The Board resumed open session at 12:38 PM.

Mr. Cole reported the Board met in closed session concerning one potential litigation item. . An update was provided by legal counsel. The Board gave direction to staff. No other reportable action was taken.

Q. Next Scheduled Regular Meeting

Chairperson Tofanelli revisited Consent Item #3 Accounts Receivable balance and requested it be brought back to the next meeting for discussion.

Let the record show Supervisor Woodrow left the meeting.

Monday, April 10, 2023 at 1:00 PM in person at Copperopolis Fire Station. A Zoom option will be offered as well.

R. Adjournment

Chairperson Tofanelli adjourned the meeting at 12:46 PM.

M/S/C (Brown/Menetrey) To adjourn.

Motion Passed 3-0-1