

# Southern Marin Emergency Medical Paramedic System

Regular Meeting of the Board of Directors

May 2, 2018

## MINUTES

1. CALL TO ORDER: 6:35 p.m.

ROLL CALL OF BOARD MEMBERS: Present: Marin County – James Devitt, Mill Valley – Andy Berman and Jim Wickham, Southern Marin – Tom Perazzo, Tiburon – Tom O’Neill (6:40). Absent: Belvedere - Dr. Thomas Cromwell. Staff Present: Chiefs Pearce, Peterson and Welch, B/C McTigue and Pasquale and AA Denson.

2. CONSENT CALENDAR:

- A. Approval of Minutes of February 17, 2018:
- B. Finance Committee Report through March 31, 2018:
- C. Approval of 3rd Quarter Transmittals in the amount of \$186,886.83:
- D. Collection Reports:

Director Devitt reported that he had met with the Chief and Admin Asst and reviewed the Finance Report, transmittals, the Preliminary Budget and Audit. Regarding collection reports, we only have a one page aging summary report from Novato Fire at this time. A more detailed report is expected soon from Wittman and the Finance Committee will review it as soon as it is available. Director Berman reported that he was unable to meet but had discussed the meeting with Director Devitt. M/S Berman, Perazzo to approve the consent calendar. All Ayes.

3. DIRECTOR COMMENTS: None

4. LIAISON CHIEF’S REPORT: Administrative: The transition to Wittman Enterprises is complete. There was a tremendous amount of effort by all parties to make this as seamless as possible. Wittman has agreed to review the A/R associated with Novato and rebill as appropriate. Electronic Patient Care Records (PCR) will begin in May. Efforts continue on the Strategic Plan. We anticipate having a final recommendation on the Finance Policy, Reserve Policy and Billing Rates for adoption with the final budget.

The California Fire Chiefs Association and Fire Districts Association of California have sponsored legislation AB2118 which will extricate public providers from some unfavorable legislation from last year and ultimately enhance funding through additional Inter-Governmental Transfers (IGT).

Operations Report - BC Bret McTigue: The EMTs and Paramedics of SMEMPS will be receiving training on the new PCR system, Image Trend, this month to ensure compliance with state and federal reporting requirements as well as improved data analytics. The county EMSA will be releasing the Policy and Procedure BLS updates to our EMTs in May. EMTs will now have the ability to monitor blood glucose using

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4. LIAISON CHIEF'S REPORT: (continued) glucometers, administer aspirin for patients presenting with chest pain and administer the drug Narcan for opioid overdoses. We are also the first County in the state to draw epinephrine rather than use epi-pens.

The new Rescue 9 is anticipated for delivery in late July. SMEMPS took delivery on the new Medic 1. It will be going into service the first week of May.

Several events are once again taking place on Mt. Tam and in the SMEMPS service area. Planning for the Dipsea race, Mountain Play and Tam Jam has begun with the event coordinators and the SMEMPS Operations Chiefs.

Several SMEMPS members participated in Marin General's Trauma Marin Series class on "Surviving the Plunge" (Golden Gate Suicide Incident Study). RN Heather Price was the organizer and lead speaker at the event and featured a video of SMEMPS members.

Heather Price reviewed Call statistics and incidents. The Survivor's dinner is May 17th.

5. Public Open time for items not on the agenda: None
6. NEW BUSINESS:
  - A. PUBLIC HEARING for Approval of 2018-19 Preliminary Budget:  
Discussion. M/S Berman/Perazzo to adopt the 2018-19 Preliminary Budget in the amount of \$1,044,732. All Ayes
  - B. Acceptance of 2016-17 Audit: Discussion of the audit and staff's responses to the Report on Internal Control and Other Matters. There will be additions required to the Finance Policy and a Reserve Policy, both of which will be adopted with the Final budget at the August Board meeting. The Board would like to have Terry Krieg review the Finance Policy and come to the February Board meeting when the 2018 Audit is presented. M/S Berman, Perazzo to accept the 2016-17 Audit. All Ayes.
  - C. Resolution 2018-01 Honoring Director Andy Berman: After 20 years of public service starting in 1998 on the Mill Valley Planning Commission, Andy Berman is retiring from his ten year term on the SMEMPS Board of Directors. Appreciation and praise was expressed all around. Tom O'Neill will take his position on the Finance Committee
7. OLD BUSINESS:
  - A. Update of Billing Transition: discussed in Liaison Chief's report
  - B. Update of New Rescue and Ambulance: discussed in Liaison Chief's report
8. ADJOURN: M/S Berman, Perazzo to adjourn at 7:23 p.m. All Ayes