

Southern Marin Emergency Medical Paramedic System

Regular Meeting of the Board of Directors

February 6, 2019

MINUTES

1. CALL TO ORDER: 6:30 p.m.

ROLL CALL OF BOARD MEMBERS: Present: Belvedere - Dr. Thomas Cromwell, Marin County – James Devitt, Southern Marin – Kurt Chun, Tiburon – Tom O’Neill. Absent: Mill Valley – Jim Wickham. Staff Present: Chief Pearce, B/C Barnes and McTigue, Captain Riddle, AA Denson and Heather Price Faire.

2. CONSENT CALENDAR:

- A. Approval of Minutes of August 1, 2018:
- B. Finance Committee Report through September 30 and December 30, 2018:
- C. Approval of 1st Quarter Transmittal in the amount of \$142,519.36 and 2nd Quarter Transmittal in the amount of \$317,139.58:
- D. Collection Reports:
Director O’Neill reported that the Finance Committee met on Monday and reviewed all finances. M/S Chun, O’Neill to approve the Consent Calendar.
All Ayes.

3. DIRECTOR COMMENTS: There was discussion of the Coast Guard Food Drive, Trauma Symposiums put on by Heather as well as the Thrombectomy procedure being done to remove blood clots from cerebral arteries.

4. LIAISON CHIEF’S REPORT:

Administration

The transition to Wittman has been successful. The accounts receivable from Novato Fire were reviewed and re-billed and an additional \$1.2M has been realized in revenue. All new accounts are being actively worked per our agreement.

The Administrative and Operations Chiefs make up the Policy Review Committee presently working on budget recommendations and next steps on the strategic initiatives, including the Plan of Op’s and By Laws. The final draft of the Finance Policy has been reviewed by the Finance Committee for approval at the Board Meeting.

Operations Report - BC Bret McTigue

SMEMPS Paramedics and EMTs have been busy over the winter training on several topics: RN Educator Bridget Peterson is hosting several S MEMPS “Marin County Trauma Life Support Classes”. This new course, designed by Bridget, gives the student the knowledge and hands-on skills to take better care of trauma patients with specific training to Marin County Policy. It stresses rapid assessment, appropriate intervention and identification of immediate life threats for both Paramedics and EMTs. The

4. LIAISON CHIEF'S REPORT: (cont'd)

MCTLS class framework is designed for rapid, appropriate and effective team trauma care, specifically for the challenging environments within Marin County.

EMTs and Medics also have reviewed over the last quarter:

- Pediatric Emergencies and Emergency Childbirth
- Mandated Reporting and Infection Control
- CPR and AED recertification
- Unified Response to Violent Incidents policy review. A drill with roll players is planned for February. Responders will be working with Law enforcement on response to violent incidents and implementing Unified Command and activation of the county's Multiple Patient Management Plan.
- Narcan and Epinephrine Administration for EMTs

We also have New County Policy and Procedures going into effect on March 1st:

- Paramedics will now be transporting patients to hospitals in Refractory ventricular fibrillation (V-fib)
- New Stroke procedures and assessments
- Child restraint systems covering patients from 4-99 lbs.
- Ambulances will now carry CYANOKIT used for Cyanide poisoning

Heather reported on Incident and Transport Statistics. We are now comparing number of calls reported to the number of runs billed and the numbers are right in line.

Director Chun asked about S MEMPS fees for service. We analyze fees as part of the budget process in May but we are on par with everyone except Novato which is higher.

5. Public Open time for items not on the agenda: None

6. FINANCE COMMITTEE:

- A. Approval of Financial Management Policy: The Financial Management Policy has been through 17 revisions and has approval of the City of Mill Valley Finance Director and the Auditor. Director Chun feels strongly that it requires a unanimous vote and we should therefore wait until the representative from the City of Mill Valley is present. No action was taken.
- B. Acceptance of Financial Statement June 30, 2018: The Board discussed the increase in Net position by \$1 million due to the purchase of a new rescue vehicle and two statements in the Communication to Those Charged with Governance: there are no disagreements concerning financial accounting, reporting or auditing matters and management has done a commendable job. M/S Chun, O'Neill to accept the Financial Statement for June 30, 2018. All Ayes.

7. NEW BUSINESS:
 - A. Surplus Vehicle Declaration Rescue 9: M/S Chun, O'Neill to declare surplus, the 2003 Pierce Rescue Vehicle VIN # 4PICT02S13A003031. All Ayes.
8. OLD BUSINESS: None
9. ADJOURN: M/S Chun, O'Neill to adjourn at 7:40 p.m. All Ayes