

Southern Marin Emergency Medical Paramedic System

Regular Meeting of the Board of Directors

May 1, 2019

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

ROLL CALL OF BOARD MEMBERS: Present: Belvedere - Dr. Thomas Cromwell, Marin County – James Devitt, Mill Valley – Jim Wickham, Southern Marin – Steve Willis, Tiburon – Tom O’Neill. Staff Present: Chiefs Pearce, Tubbs, Weber and Welch B/C Matt Barnes, McTigue and AA Denson.

2. CONSENT CALENDAR:
 - A. Approval of Minutes of February 6, 2019
 - B. Finance Committee Report through March 31, 2019:
 - C. Approval of 3rd Quarter Transmittals:
 - B. Collection Reports:

Director O’Neill reported that the Finance Committee met and reviewed all financial matters. Everything is in good order. Revenue is up and expenditures are in line. M/S Wickham, O’Neill to approve the Consent Calendar. All Ayes

3. DIRECTOR COMMENTS: Director Cromwell asked about discussing the Grand Jury report on Wildfire Preparedness. It was felt that all fire agencies are responding and it is not appropriate for this board to have a discussion.

4. LIAISON CHIEF’S REPORT: **Administration**: The Administrative and Operations Chiefs make up the Policy Review Committee. This group remains engaged in the implementation of the initiatives outlined in the Strategic Plan. The Finance Policy is available for Board action tonight. Next up will be the Plan of Operations, By-Laws and Review of the JPA; we plan to have recommendations for the August Board Meeting.

The Operations Chiefs have submitted funding recommendations to the Administrative Chiefs that have been reviewed and incorporated in the Preliminary Budget as appropriate. These include:

- New Ambulance – Medic 6 on a Freightliner Chassis
- Extended service agreement to include all Life Pak Monitors
- Increase in training in support of MCRFA and Technical Rescue
- iPads for Engines

4. LIAISON CHIEF'S REPORT: (Cont'd) Operations Report - BC Bret McTigue

Training - These past two months we have focused our EMT and Paramedic training on required notifications such as CAL/OSHA and mandated reporting requirements. Our training instructors have been busy working with the EMS office reviewing the Image Trend platform and improving the program following its implementation in July 2018. We have added new features to the program and new policy guidelines for hospital e-transfers. SMEMPS EMTs and Paramedics have reviewed the updated BLS Policy update; including the new law that requires form OES-2-920 be faxed to the law enforcement agency having jurisdiction for all inflicted injuries. In June all SMEMPS Paramedics will participate in a joint sponsored training with the MCEMSA to bring a Cadaver Lab to the county to practice lesser used ALS skills and interventions.

Operations

SMEMPS units have seen a steady increase in call volume this spring with notable increases in trauma and water-related technical rescues. We began the process for several special event planning meetings in the SMEMPS service area including the Dipsea Race, the Mountain Play and the Tam Jam.

Heather Price Faire reviewed the call and transport statistics.

5. Public Open time for items not on the agenda: None
6. FINANCE COMMITTEE:
 - A. Approval of Financial Management Policy: The Policy was reviewed at the last meeting. A vote to approve was not taken because Director Chun felt that Mill Valley should be represented. M/S O'Neill/Wickham to approve the Financial Management Policy. All Ayes.
7. PUBLIC HEARING for Approval of 2019-20 Preliminary Budget: Discussion of all adjusted items. M/S Willis/O'Neill to approve the 2019-20 Preliminary Budget in the amount of \$1,144,445. All Ayes.
8. NEW BUSINESS:
 - A. Approval of Revised Plan of Operations: This item will be tabled until the August Board meeting.
9. OLD BUSINESS: None
10. ADJOURN: M/S O'Neill/Willis to adjourn at 7:10 p.m. All Ayes.