

Southern Marin Emergency Medical Paramedic System

Regular Meeting of the Board of Directors

August 6, 2014

MINUTES

1. CALL TO ORDER: 6:33 p.m.

ROLL CALL OF BOARD MEMBERS: Present: Belvedere - Dr. Thomas Cromwell, Marin County – James Devitt, Mill Valley – Andy Berman, Southern Marin – Kurt Chun. Absent: Tiburon – Tom O’Neill. Staff Present: Chiefs Irving, Pearce, Weber and Welch, B/C Giannini, AA Denson and Heather Price-Fair.

2. CONSENT CALENDAR:

- A. Approval of Minutes of May 7, 2014:
- B. Finance Committee Report through June 30, 2014:
- C. Approval of 4th Quarter Transmittals:
- D. Collection Reports:

The Finance Committee met to review the Financial Report and 4th Quarter Transmittals and everything is in order. M/S Berman Chun to approve the consent Calendar. Collections are ahead of last year. We budgeted \$1.4 million and collected 1.7, due to GEMT which will be discussed in the Liaison Chief’s report. All Ayes.

3. DIRECTOR COMMENTS: Director Berman pointed out that other JPAs have a Finance and Policy Committee which allows for a broader scope of discussion. We would like the Board to consider that for our upcoming strategy session. Welcome Chief Tom Welch as Chief of the Mill Valley Fire Department. We look forward to his participation. Director Chun asked about our rates which are right in line comparison with other jurisdictions and there is no need for adjustment at this time. Director Cromwell’s time is up on the Belvedere Board but Chairman Devitt will ask the Belvedere Board to appoint him to remain as the SMEMPS representative.

4. LIAISON CHIEF’S REPORT: 1) We realized approximately \$230,000 through the Ground Emergency Medical Transport (GEMT) program through The Center for Medicare/Medicaid Services (CMS) response. We should receive another \$172,000. Once again thanks to Heidi Rosevear, CFO of the Tiburon Fire Protection District for coordinating the very cumbersome compliance effort. A letter of appreciation will be sent to Heidi. 2) The Administrative Chiefs have been working diligently since January to identify opportunities with shared management services to address several vacancies and upcoming retirements. Due to these efforts, it is recommended that the strategic planning process be outsourced to garner the greatest benefit from this process. We anticipate reviewing the Mission, Goals and Objectives of SMEMPS, as well as the current and future needs of the organization. These findings will be incorporated into the final governing documents. 3) Training - SMEMPS personnel have been trained to the new standards and policies from the Marin EMS agency at both the BLS and ALS levels

4. LIAISON CHIEF'S REPORT: (cont'd) regarding spinal immobilization and management of bariatric transports. Another new policy speaks to the care and treatment of 'Specialty Patients' in concert with their personal physician. 4) A two-day EMS orientation was recently conducted as a part of the new recruit fire academy at Station 9. 5) Equipment Update: The tablet computer project has been placed on hold pending further review due to problems encountered in other departments. A new pediatric ACLS manikin has been purchased and has been placed into service by Bridget Peterson, our contracted educator. 6) Kaiser has implemented the LifeNet EKG transmission system. They are now able to receive 12-Lead EKGs that are sent in from field units. 7) On June 8th, brothers Kai and Jesse Pasquale were first on scene and assisted with the care of a cardiac arrest patient at Stinson Beach. The patient was successfully resuscitated and was flown by helicopter to Doctors Medical Center in San Pablo.

Heather Price-Fair reviewed the EMS Call Stats, Cardiac Arrest Stats, STEMIs and Stroke Alerts. SMEMPS has the largest number of stroke alert and cardiac patients in the County. Excellent Report.

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

6. NEW BUSINESS:

A. PUBLIC HEARING for Approval of 2014-15 Final Budget:

M/S Chun Berman to approve the 2014-15 Final Budget in the amount of \$896,057. All Ayes.

B. Approval of Reserve Policy: M/S Berman, Chun to:

Establish The Operating Reserve in the amount of \$50,000

Confirm the Apparatus Replacement Reserve – Amount to be set Annually in Approval of the Final Budget

Balance as of June 30, 2014 \$1,129,805

Confirm the Equipment Replacement Reserve - Amount to be set Annually in Approval of the Final Budget

Balance as of June 30, 2014 \$287,898

Confirm the General Reserve in the amount of \$100,000

Establish the Net Investment in Capital Reserve – Figure to be determined at the end of each fiscal year by the Auditor

All Ayes

M/S Berman, Chun to amend the motion to read “and add the \$50,000 Operating Reserve to the Budget”. All Ayes

7. OLD BUSINESS:
 - A. Strategic Planning: Tom Forester worked with us in 2002-03. He thinks we can accomplish our goal in one day. The Board would like a four-hour brain storming session, stew on it and then another four hours.
8. ADJOURN: M/S Chun, Devitt to adjourn at 8:00 p.m. All Ayes