

Southern Marin Emergency Medical Paramedic System

Regular Meeting of the Board of Directors

August 1, 2018

MINUTES

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 –Tom Perazzo, Tiburon – Tom O’Neill. Staff Present: Chiefs Pearce, Tubbs, Weber and Welch B/C McTigue and AA Denson and Heather Price-Faire.

2. CONSENT CALENDAR:

- A. Approval of Minutes of May 2, 2018:
- B. Finance Committee Report through June 30, 2018:
- C. Approval of 4th Quarter Transmittals in the amount of \$685,777.14:
- D. Collection Reports:

The Finance Committee met, discussed all Financial items and found nothing extraordinary or out of order. M/S O’Neill/Cromwell to approve the Consent Calendar. All Ayes.

3. PRESENTATION:

American Heart Association 2018 Mission: Lifeline EMS Bronze Award

4. DIRECTOR COMMENTS:

5. LIAISON CHIEF’S REPORT:

Administration

In addition to new billing, Wittman has agreed to review the A/R associated with Novato and rebill as appropriate. During this process, additional issues with payment posting were identified and rectified. Electronic Patient Care Records (PCRs) began in May, which will complement the new tools to track the collection process via Wittman.

The Administrative and Operations Chiefs had anticipated bringing forth the Finance Policy for review and approval at this meeting. Unfortunately, due to some of the issues associated with the Novato Billing Service, Terry Krieg has requested additional checks and balances that will ultimately be incorporated into this policy. Chief McTigue has reviewed our rate schedule and it remains competitive with other providers therefore, a rate increase for this fiscal year is not warranted.

The California Fire Chiefs Association and Fire Districts Association of California have sponsored legislation AB2118 which will ultimately enhance funding through additional Inter-Governmental Transfers (IGT).

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

Operations Report - BC Bret McTigue

- All SMEMPS personnel have completed their 2018 policy and procedure updates
- The new Rescue is in Sacramento awaiting final items and inspections
- SMEMPS personnel continue to participate in out-of-county fire assignments
- Two major events will impact SMEMPS operations: Grand Fondo and Marin Century Ride. Staff is working with event coordinators on the medical plan.
- The Dipsea race and Mountain Play had several responses and transports. All operations went as planned. Staff will continue working with the County, State Parks and GGNRA on improving the event application and approval process.
- SMEMPS personnel participated in Active Shooter training with the MCSO. All Engine Co's and Ambulances have received the Ballistic Personal Protective Equipment.
- Additional MCI/Triage bags have been assembled and will be arriving in August.
- Continuing education for June reviewed documentation and billing practices with the new electronic PCR system (Image Trend)

Heather reviewed Call and Transport Statistics. She continues work on Marin General's new Trauma Conference

6. Public Open time for items not on the agenda: NONE

7. NEW BUSINESS:

- A. PUBLIC HEARING for Approval of 2018-19 Final Budget: The adjustments to the final budget were discussed. There will probably be a request for additional capital items at the November meeting.

M/S O'Neill, Cromwell to approve the 2018-19 Budget in the amount of \$1,131,392 and confirm June 30, 2018 Reserves as follows:

Operating Reserve	50,000
Apparatus Reserve	410,895
Equipment Reserve	94,367
General Reserve	100,000
Net Investment in Capital – to be determined by Auditor	
ALL AYES	

8. OLD BUSINESS:

9. ADJOURN: Chief Weber discussed recent fires and injuries to firefighters from Marin agencies. M/S O'Neill, Cromwell to adjourn at 7:35. All AYES.