



# **MINUTES**

## **JOINT POWERS AGENCY BOARD – BI-MONTHLY MEETING**

**Friday, January 12, 2018**

### **MEMBERS PRESENT**

Leonard Moty  
Doug Lofton  
Kent Boes  
Bill Connelly  
Hank Weston  
Jim Holmes  
Ron Sullenger  
Brandon Criss  
Dennis Garton

### **REPRESENTING**

Shasta County  
Yuba County  
Colusa County  
Butte County  
Nevada County  
Placer County  
Sutter County  
Siskiyou County  
Tehama County

### **MEMBERS ABSENT**

Vince Minto

### **REPRESENTING**

Glenn County

### **EX-OFFICIO MEMBER**

Victoria Pinette

### **REPRESENTING**

S-SV EMS Agency

### **LEGAL COUNSEL**

Rob Sandman

### **REPRESENTING**

Placer County/S-SV EMS Agency

### **OTHERS PRESENT**

John Lord  
Allison Kapple  
Miranda Hill  
Karl Pedroni  
Mark Belden  
Steve Giusti  
John Poland  
Kristy Harlan  
Patrick Comstock

### **REPRESENTING**

S-SV EMS Agency  
S-SV EMS Agency  
S-SV EMS Agency  
AMR  
AMR  
AMR  
S-SV EMS Agency  
S-SV EMS Agency  
S-SV EMS Agency



A. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Supervisor Moty called the meeting to order at 1:00 p.m. and led the meeting with the Pledge of Allegiance.

B. **WELCOME AND INTRODUCTIONS**

Everyone present introduced themselves. Patrick Comstock, the new S-SV QI Coordinator, introduced himself.

C. **APPROVAL OF AGENDA**

Supervisor Holmes moved to approve the agenda. Supervisor Boes seconded. Motion approved.

D. **PUBLIC COMMENT**

Supervisor Moty asked the public if anyone would like to speak to an issue that is not on the agenda. None was forthcoming.

E. **BOARD MEMBER ANNOUNCEMENTS**

Supervisor Holmes announced Placer County has a new County Executive Officer starting next week. Supervisor Criss stated Siskiyou County is considering consolidating their Emergency Services. Supervisor Boes announced that the Colusa Regional Medical Center has re-opened. Supervisor Moty mentioned that Supervisor Minto (Glenn County) recently underwent a knee surgery and is out.

F. **CONSENT AGENDA**

Item #12 Westside Ambulance EOA Agreement was pulled and moved to the Information Update. Item #11 Sutter Roseville Medical Center Base Hospital agreement was removed.

Supervisor Holmes moved to approve the Consent Agenda with the suggested changes. Supervisor Lofton seconded. Motion approved.

G. **INFORMATION UPDATE –**

1. **Westside Ambulance Exclusive Operating Area agreement** (moved from Consent Agenda) - SSV has been working with Westside Ambulance to develop their EOA agreement. SSV has honored NorCal's exclusivity designation with Westside Ambulance, but they have to have a contract with SSV as their new LEMSA. Between SSV, Westside Ambulance and the lawyers, it's down to one point of conflict.

2. **Response times –**



- All the Counties are reporting at 90% or above, with a couple of the usual exceptions (Colusa County and St. Elizabeth's).
3. **JPA meeting calendar for 2018 – for approval –**
- Supervisor Holmes moved to approve the 2018 JPA Meeting calendar. Supervisor Lofton seconded. Motion approved.
4. **Chain of Survival Awards –**
- This is a new award that SSV is presenting to everyone involved in a cardiac arrest call with good outcomes (providers, dispatchers, bystanders that administer CPR, along with the survivor and their families).
  - Kristy Harlan spearheaded this and wasn't sure there would be too many, but there have been a number of calls already.
  - Media is starting to get involved, and SSV would love to invite the Supervisors to attend in their Counties as well.
5. **Regional Education Forum**
- This is a new project to provide education to field personnel.
  - Issues are identified in the system.
  - SSV staff will hold meetings to help educate.
6. **2018 Annual Training Module - electronically –**
- This is put out twice a year for providers to use to train their crews, and is developed by John Poland. This specific one touches on: specialty systems of care (STEMI, STROKE, and Trauma), EMS focused QI audits, the report cards, EMS aircraft utilization, and EMS ethic and legal matters. This is sent out to try and help improve education.
  - Every Paramedic in the SSV region is required to go through this.
  - This has been in place for the last 5 years and is an excellent resource.
7. **Ambulance transport Patient Offload Times (APOT) Report –**
- This is provided to the EMS Authority who has a committee that reviews these statewide.
  - Every hospital that receives transported patients is listed here.
  - This goal is 20 minutes 90% of the time. Some hospitals will have long off-load times, the goal is to decrease offload times in order to get the ambulance crews back in the field.
  - About 85% of the SSV region hospitals are in the 90<sup>th</sup> percentile.



H. **OLD BUSINESS -**

There was no old business.

I. **NEW BUSINESS**

1. **2016/17 Annual Audit – *for approval***

- The audit went very smoothly this year.
- There was a ‘clean opinion’ on the financial statements.
- The Management Discussion and Analysis is required and has very specific information in it. This does not change (except for numbers) from year-to-year.
- There is a very large statement (268 pages) on just the pension liability. This is a very complex area, and will be complex for the OPEBS next year.
  - Starting on page 7, the total current assets are: \$3,592,386.00, which was up \$162,000 from last year.
  - Deferred outflows from pensions –this is the amount after the measurement date which is 6/30/16, if payments were made to the pension liability this is where it goes to. It doesn’t go directly against the net pension liability until the next year.
  - Net Pension Liability is in Liability. This also has the total current liability (accounts payable, personnel costs).
  - Compensated absences is the vacation time that has been accrued.
  - Net Pension Liability is showing the proportionate share of the total CalPERS pension liability which is 0.0297% for SSV. Last year, this number was almost \$200K less even though payments have been made.
    - It’s the liability for the future payments on the retirement less what is actually in the bank now for the pension plan on our percentage of it.
    - Jennifer was asked if the accountants could keep up with this to let us know if we were keeping up with the payments. Unfortunately they can’t do that. CalPERS might be able to separate it out, but the accountants can’t.
  - Deferred Inflows is part of the pensions. This is changes in Assumptions and Income that will be reported as income in the future.
  - If money was earned in 2017, even if it’s not paid for another 6 months, it’s still reported as income because it was earned. Overall, there was an increase of \$233, 035.00. This is mostly in grants that will be received this year.
  - On page 9, is the Fund balance statement. This is usually where most people do their budgeting. There is a \$409K difference between this statement and the prior statement. None of the pension information will appear here. There is an increase over the year of \$13, 461.00.
  - Footnote disclosures start on page 11. They do not change much. The first one that had a change, was adding Glenn County.
  - On page 14 the deferred outflows and inflows are described. These are ‘Pre-paid’ expenses.



- On page 22 is the footnote disclosure on the pension obligation. This is a 5-page disclosure and didn't change much from last year.
- Page 24 has a table that shows what is in the Deferred Outflows and Inflows.
- On page 27 are the OPEBs. On page 30, is a breakdown of the fiscal years 2015-17. On line 11, the Net Pension obligation or asset is visible. This is an asset, not a liability. The OPEB is fully funded now.
- The budget to actual is on page 32.
- Internal control report is on page 36. There is one finding, and that is that SSV relies on Jensen-Smith as the auditors to prepare the financial statement for the audit.
- There was a question about where the money for the OPEBs reside. It's in a PERS program and invested in the State. Vickie will update the Board on the interest rate going forward.

Supervisor Weston moved to approve the annual audit. Supervisor Holmes seconded. Motion approved. A roll call of votes was called: Ayes=9 (Counties of: Placer, Shasta, Tehama, Siskiyou, Sutter, Nevada, Yuba, Butte and Colusa). Noes=0. Absent=1 (County of: Glenn). Motion approved.

2. Resolution to allow the Regional Executive Director to sign the CalFire (Nevada-Yuba-Placer Unit) Cooperative Fire Protection Agreement (Schedule A Contract #2CAO3544) for a total amount of \$90,160.00 – *for approval*. This is the annual agreement.

Supervisor Garton moved to approve. Supervisor Holmes seconded. Motion approved. A roll call of votes was called: Ayes=9 (Counties of: Placer, Shasta, Tehama, Siskiyou, Sutter, Nevada, Yuba, Butte and Colusa). Noes=0. Absent=1 (County of: Glenn). Motion approved.

3. Amended JPA agreement –for approval. The only change made to this agreement was adding Glenn County.

Supervisor Boes moved to approve. Supervisor Connelly seconded. Motion approved. A roll call of votes was called: Ayes=9 (Counties of: Placer, Shasta, Tehama, Siskiyou, Sutter, Nevada, Yuba, Butte and Colusa). Noes=0. Absent=1 (County of: Glenn). Motion approved.

J. **EMCC/COUNTY COMMITTEE REPORTS –**

This report was provided to the Board at the meeting.

- **Bi-County EMCC:** Yuba – Sutter EMCC: Wednesday, September 20, 2017, 08:30 – 09:30
  - The meeting lacked a quorum.
  - Discussed MCI incident responses in July and September as well as the recent Yuba County SO Officer involved shooting incident. No significant issues identified on any of the incidents.
  - Yuba and Sutter Public Health representatives provided PHD updates – OA HPP and PHEP grants approved and working on the deliverables, planning for the November Statewide



Medical and Health Exercise. Yuba County is working on finalizing their OA Care and Shelter Plan as well as their Responder Safety & Health Plan.

- Bi County will be holding an MCI training class for their new hire employees as well as FD and hospital personnel on October 3, 2017 from 9:00 am – 5:00 pm.
- Multiple S-SV EMS Agency updates were provided (pediatric intubation removal, new QI Coordinator hiring, BLS optional skills updates, EMSQIP requirements, recent policy/protocol updates and MCI policy revision)
- Continued discussion on EMCC Improvement – reducing meeting frequency and updating bylaws. Still being worked on.
- The Committee is working on finalizing the 2016 annual EMCC report. The committee was advised that the BLS EMSQIP template that will be sent out around the beginning of the year will collect information from BLS departments that can be included in the annual EMCC reports in the future (number of EMS calls, public education/training, number of EMS personnel, etc.).
- No specific EMS or medical/health issues identified or discussed
  
- Meeting Date: 10/18/2017, 0830 – 0900
- The Committee discussed the details and response to the recent local fires in Yuba County. Yuba County Public Health established a DOC (which is now closed), and Yuba County opened their EOC (which is winding down). There were also several shelters established in the area for evacuees (some of which are still open) without any issues. There were 4 fatalities contributed to the Yuba County fires. There were only a few medical evacuations needed which were conducted by Bi-Country Ambulance. Bi-Country had 3 ambulances and a supervisor assigned to the fires the first 24 hour period, then maintained 1 standby unit for approximately a week after. Rideout saw 6 patients directly related to the fires. No significant medical/health issues were identified.
- Yuba and Sutter Public Health Departments provided an update on the status of various local projects and their grant activities (HPP, PHEP, etc.). Sutter County Public Health Department indicated that they were currently updating their policies and procedures for evacuations and shelters.
- An update was provided on several S-SV EMS related items.
- The proposed EMCC bylaws revisions are still being worked on by the counties. Yuba County is preparing theirs to go to County Council for review. Sutter County did not have an update.
- We discussed a few recent small MCIs in the area – no issues or concerns identified.
- Next meeting is scheduled for November 15, 2017.

**Colusa County EMCC Meeting:** Colusa EMCC: Wednesday, September 20, 2017, 13:00 – 14:00

- Public Health discussed the CDPH naloxone grant that was recently approved by the Colusa BOS and sent to CDPH for processing. They expect it will take 3 – 4 months to actually receive and distribute the naloxone supplies and complete the training. In addition to public safety providers, they anticipate possible distribution to schools and high risk areas.



- Multiple S-SV EMS Agency updates were provided (pediatric intubation removal, new QI Coordinator hiring, BLS optional skills updates, EMSQIP requirements, recent policy/protocol updates and MCI policy revision)
- No reports provided by OES, law enforcement or fire chiefs association (Colusa City FD only agency in attendance).
- Enloe EMS (Larry Easley) questioned the status of the ambulance subsidy that is currently being paid on a monthly basis by the County. Kent Boes advised that the BOS have had a preliminary discussion about it during recent budget meetings but no official action was discussed/taken as it has not been agendaized. Supervisor Boes indicated that it was his impression that the BOS is supportive of continuing it for several months past the reopening of Colusa Medical Center so the impact on the EMS system can be reevaluated. He also indicated that it was his belief that it would continue at least until the hospital's BLS IFT ambulance provider was up and running and they could evaluate their effect on the EMS system as well. No specific decisions have been made at this time.
- Several representatives from Colusa Medical Center attended the meeting and provided an update on the status of the hospital. They indicated that they are still working on opening the hospital as soon as possible. They indicated that there has been a preliminary CDPH licensing site visit scheduled for early October. However, they are required to obtain their pharmacy license (which they have not obtained yet) prior to the CDPH site visit and so it might be delayed. They are hoping that the hospital opening will occur in late October and that the expectation is that all areas of the hospital will be opened at the same time. They indicated that due to the refurbishment, they will reopen with 85 total beds, the majority of which will be SNF beds. Approximately 20 – 25 beds will be acute care, and they will have 3 ED beds as well as 1 additional treatment area. We had some discussion related to radio/ telephone communication capabilities and EMResource utilization. There was also some discussion on which type of facility they will be (Receiving, Modified Base or Full Base). It was requested that current administrative contact information from them be provided to address the EMS issues/contracts that will need to be addressed.
- No specific EMS or medical/health issues identified or discussed.

### **Placer**

November 1, 2017 Placer County EMCC: 10:00 am – 12:00 pm.

- Meeting was well attended.
- Mental Health Discussion: Placer County Public Health provided an update on their whole person care homeless/mental health grant program. Mike indicated that the program was going well and they now have about 100 enrollees. They are currently looking at property purchases to be able to provide housing services to this population. No additional discussion on this item.
- Placer County Public Health discussed their long term care evacuation TTX that was held the previous week and passed out several documents/tools that were utilized during the exercise.
- Placer County Public Health provided an update on the status of the Hepatitis A outbreak in California. It is not currently an issue locally, they are only aware of 1 patient in the area who



is associated with the San Diego outbreak. They have provided a lot of vaccines locally and recently provided some of their vaccines back to CDPH for redistribution to higher risk areas. There is currently a Hepatitis A vaccine shortage statewide. They are continuing to monitor the issue and will provide additional guidance as needed.

- North Tahoe FD provided an update on their work with law enforcement related to active shooter event preparation and coordination. They have been working with PCSO and CAL FIRE on these issues. They have scheduled 2 functional active shooter exercises for December.
- They were provided with multiple EMS updates.
- There was a short discussion on the recently passed SB 523 related to a newly required Medi-Cal quality assurance fee from EMS transport providers based on their payer mix and volume. Both North Tahoe FD and South Placer FD who were in attendance indicated that this would likely have a negative effect on their revenues.
- All hospitals reported that they have not seen the normal hospital patient volume decrease over the summer that they normally experience. Patient volumes have been steady.
- No other EMS concerns/issues were identified/discussed.

**Nevada:** End of January

**Shasta/Tehama:**

January 11th, 2018

The prior EMAG meeting at the end of 2017 was cancelled due to the fires in Santa Rosa and Napa areas.

- S-SV provided an update on the upcoming MCC meetings scheduled for January 16<sup>th</sup>, and also provided an update on the most recent air ambulance committee meeting which took place last November. An update was also provided on the series of MCI trainings currently being conducted by the RDMHS throughout Region 3. A brief summary was also provided on the Hot-Wash (after action review) meeting on the Rancho Tehama Active Shooter.
- S-SV reminded the group that pediatric intubation has been removed from the Paramedic Scope of practice.
- S-SV reported that several concerns from multiple counties had been expressed to the agency about important information regarding protocol and policy changes were not making it down to the field level employees. It was also reported that S-SV would be scheduling a meeting in the future with field level employees to ensure they knew the agency staff and their respective areas of responsibility. Providers were reminded to disseminate agency distributed information to their respective field employees.
- S-SV provided a summary of the aircraft utilization summary that providers are asked to fill out when they request and EMS aircraft.



- S-SV reported that an MCI training had been scheduled by the RDMHS for Colusa County and an EOM class had been requested by Glenn & Siskiyou County to be held at S-SV's Redding Office.
- RDMHS reported that the next Region III meeting for March has two guest speaker planned to address disaster response: PG&E on power and gas considerations and Redi-net on county patient tracking and family re-unification.
- RDMHS reported on Ebola funding challenges following a recent State Conf. Call in which they (state) reported that many counties are not expending Ebola grants funds. They are considering recalling 50K per OES Region.
- RDMHS reported on an EMSA conference call regarding the current flu outbreak. While many mitigation strategies were discussed, nothing was implemented. They will continue to schedule future calls.

**Other Agency Updates:**

- Current posting plan for Shasta County (AMR/Mercy) no issues to report.
- Both AMR and Mercy units reporting increased "wall times" at both Redding Hospitals.
- Both Mercy and AMR have been conducting joint MCI trainings at the new Mercy Henderson Campus.
- AMR will be moving to a new location in North Redding in March.
- Mercy reports that following getting approval for a 3<sup>rd</sup> unit in Tehama, the call volume decreased, so they have delayed deployment. They have also made some adjustments to the Tehama posting plan to better cover the Corning area.
- Mercy reports they are planning on changing their deployment of units. All out of service units and shift change will be at St. E. Shift change schedules will be staggered to keep Corning covered.
- Both Mercy and AMR have reported difficulties in restocking Dopamine.
- Mercy reported a potential disruption in the Community Paramedic Program they were developing due to possible changes in the legislation at the State level.
- Tehama County (Ruth-Ann) reported that a group from Shasta, Tehama and S-SV will be attending disaster training in Aniston Al.
- ShasCom reports they are now nearly fully staffed.
- ShasCom reported that both their radio system and CAD are at end of life and plans are in motion to replace both systems.
- Cal Fire Tehama reports they will be re-modeling their ECC in the coming months.
- St. Elizabeth Hospital reported that their HPP disaster trailer had been stolen over the holidays. Loss was valued at approx. 128K.

**Siskiyou:**

January 11, 2018

- OES requested review of the Base Hospital policy at MCC



- S-SV provided updates on the regional training module, MCC and committee reports. An explanation was given regarding grandfathered EOAs and Mt. Shasta Ambulance contract.
- Fairchild Medical Center reported they are impacted by flu.
- Mtn. Medics will be getting new ambulances and is participating in the ambulance strike team. They are finishing their warehouse.
- Mercy Flights is adding fixed wing. They also discussed Rogue Valley's Level II trauma center status.
- CalFire ECC presented their proposal for auto launch based on certain EMD card sets. S-SV will review and approve.
- Butte Valley ambulance stated they have a staffing shortage. They have implemented data submission using the laptops provided by S-SV through a grant.

**Butte: next week**

**Glenn:**

December 13, 2017

- Excellent participation in the Active Shooter Drill held in October.
- Working with Butte on the Health Care Coalition
- Full Chempak drill will be conducted on 3/7
- There will be a Cyber security training series held in February
- S-SV reported on updated policies/protocols and elimination of pediatric intubation from the scope of practice
- Glenn Medical Center reminded everyone that they have an emergency landing zone for aircraft, not a helipad, so notification must be made. They are also getting a new cardiologist and general surgeon.
- S-SV reported on response times and how there is a need for providers to contact our agency to help delineate county/city/call volume boundaries.
- S-SV provided an update on the last MCC meeting.
- S-SV reported that an After Action Review of the Tehama County active shooter incident would be conducted in January 2018 (Westside ambulance did respond).
  - Westside asked why and who will conduct. They were notified it would be a "medical after action review" and is conducted by S-SV as the LEMSA for the area.
- S-SV provided an information regarding providers needing to fill out an "aircraft utilization form" for EMS aircraft request for tracking purposes.
- S-SV reported that plans have begun to transition EMS aircraft coordination for Glenn County to Butte County Cal-Fire. The plan is to have it in place near the first of the year (2018).
- Both Westside ambulance and Orland Fire discussed a problem with a local unauthorized trailer park. Problems include: no power, raw sewage spilled in walking area etc. Orland Fire reported that due to the dangers noted in the area, they have made multiple attempts with several agencies to mitigate the problems with no success. Westside ambulance was advised by the group to consider any response to this area as a Haz-Mat response.
- OES reports they are implementing a "Code 3" county notification system.



K. **MEDICAL DIRECTOR'S REPORT**

- Dr. Falck was not at this meeting.

L. **S-SV EMS AGENCY ACTIVITIES**

Noted.

M. **NEXT JPA GOVERNING BOARD MEETING**

Friday, March 9, 2018, 1pm – 3pm, 5995 Pacific St., Rocklin, CA

N. **ADJOURNMENT**

The meeting adjourned at 1:45 p.m.

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Respectfully submitted,

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Amy Boryczko, Clerk to the Board

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Date

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Leonard Moty, Chairman

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Date