

JIM HOLMES
JPA BOARD CHAIRPERSON



SIERRA - SACRAMENTO VALLEY
EMERGENCY MEDICAL SERVICES AGENCY

JOHN POLAND, PARAMEDIC
REGIONAL EXECUTIVE DIRECTOR

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SERVING BUTTE, COLUSA, GLENN, NEVADA, PLACER, SHASTA, SISKIYOU, SUTTER, TEHAMA & YUBA COUNTIES

S-SV EMS JPA Governing Board Meeting Minutes

Meeting Date: March 10, 2023

MEETING ATTENDANCE

BOARD MEMBERS			
MEMBER	REPRESENTING	PRESENT	ABSENT
Bill Connelly	Butte County	X	
Merced Corona	Colusa County	X	
Grant Carmon/Monica Rossman	Glenn County	X/X	
Susan Hoek	Nevada County	X	
Jim Holmes (Chairperson)	Placer County	X	
Tim Garman/Mary Rickert	Shasta County	X/X	
Brandon Criss	Siskiyou County	X	
Nick Micheli	Sutter County		X
Matt Hansen	Tehama County	X	
Don Blaser	Yuba County	X	
EX-OFFICIO MEMBER			
MEMBER	REPRESENTING	PRESENT	ABSENT
John Poland	S-SV EMS Agency	X	
LEGAL COUNSEL			
ATENDEE	REPRESENTING	PRESENT	ABSENT
Emily Taylor	S-SV EMS Agency/Placer County	X	

MEETING ATTENDANCE (CONTINUED)

OTHER ATTENDEES	
ATTENDEE	REPRESENTING
Amy Boryczko (Clerk of the Board)	S-SV EMS Agency
Patrick Comstock	S-SV EMS Agency
Troy Falck	S-SV EMS Agency
Kristy Harlan	S-SV EMS Agency
Mark Belden	AMR/REACH
Michelle Moss	S-SV EMS Agency
Gabriel Cruz	AMR/REACH
Alex Bumpus	Bi-County Ambulance
Jennifer Johnson	S-SV EMS Agency

MEETING MINUTES

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Supervisor Holmes called the meeting to order at 1:01 p.m. and led attendees in the Pledge of Allegiance.

B. WELCOME AND INTRODUCTIONS

All in-person and remote attendees introduced themselves.

C. BOARD MEMBER ANNOUNCEMENTS

There were no board member announcements.

D. ACTION TO APPROVE AGENDA

There were no requested changes to the agenda. Supervisor Corona motioned to approve the agenda as written. Supervisor Hoek seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Nevada, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Shasta and Sutter Counties). Motion approved.

Supervisor Garman arrived at 1:05pm.

E. ACTION TO APPROVE CONSENT AGENDA ITEMS

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

F. PUBLIC COMMENT:

None was forthcoming.

G. INFORMATION UPDATE – Oral Update by John Poland:

1. Ambulance Response Times

- Response time information was included in the Board packet.
- Mr. Poland noted that there is nothing concerning for any of the counties.
- Ms. Harlan, S-SV EMS Contracts Compliance Manager, was asked if she had noticed any declines in response times compliance due to the shortage of EMS personnel. Ms. Harlan stated that she had not noticed anything significant.
- Any questions or concerns regarding ambulance response times should be directed to Mr. Poland or Ms. Harlan.

2. Butte County RFP

- The State EMS Authority (EMSA) approved the updated Butte County RFP document, which was subsequently published on February 21, 2023.
- The mandatory proposer's conference was held on March 7, 2023 and proposals are due April 12, 2023. Submitted proposals will be evaluated and a recommendation is expected to be made at the May JPA Board meeting.

3. Colusa County RFP

- Colusa County passed a sales tax measure in November which dedicates a portion of sales tax revenue for ground ambulance support. S-SV EMS staff have begun working with the Colusa County CAO as well as the Colusa and Williams city managers on the development of a Colusa County Ground Ambulance RFP. S-SV EMS staff provided an initial draft RFP to the CAO and city managers, which is currently being reviewed.
- Once the Colusa BOS approves the RFP document, it will come back to the Board for approval, and then be submitted to EMSA for final approval to publish.

4. Eastern Shasta County Ground Ambulance Status Update

- Mayers Memorial Hospital District (MMHD) provided ground ambulance service to the Fall River Mills area of Shasta County until 2017, at which point they contracted with SEMSA (a private ambulance company) to provide these services. This is a very rural service area with a combined annual ground ambulance call volume of approximately 500 – 600 emergency and non-emergency responses/transport.
- SEMSA recently advised MMHD that they would be terminating their contract and would no longer provide ground ambulance services to this area of Shasta County as of June 25, 2023.

- S-SV EMS staff have recently met with representatives of MMHD, Burney FPD, NorCal EMS, Southern Cascades Ambulance (Modoc County) as well as the Shasta County Supervisor representatives regarding this matter.
- Shasta County FD contacted S-SV EMS this week to advise that they are interested in providing an additional alternate transport vehicle in this area of Shasta County.
- Mr. Poland will provide additional updates on this matter at the May Board meeting.

5. 2022 EMS Plan submission

- S-SV EMS is required by statute to submit an EMS Plan to EMSA on an annual basis. The 2022 EMS Plan was submitted to EMSA on December 5th and was subsequently approved. EMSA has also asked for a 2021 plan, which has been submitted and is currently being reviewed. Following the expected approval of the 2021 EMS Plan, all required EMS Plan submissions will be current.

6. 2022 S-SV EMS Data Summary

- The S-SV EMS data analyst, Jeff McManus, produced the EMS data documents that were included in the Board packet. This data is updated monthly and posted on the S-SV EMS website. Additional EMS data can be provided upon request.
- Mr. Poland was asked if there had been a spike in the naloxone usage. Mr. Poland stated that there was an initial noticeable spike, but it has leveled out at this point.

7. EMSAAC – LEMSA Informational Flyer

- This is a new LEMSA informational flyer recently produced by EMSAAC.
- Mr. Poland attended a recent legislation day at the State Capitol and was able to provide this flyer to several legislators and their staff.

8. Region III Tabletop Exercise – Testing of Regional Medical/Health Plans

- S-SV EMS manages the Region III Regional Disaster Medical Health Coordinator/ Specialist (RDMHC/S) Program. RDMHS staff will be holding a May 10th exercise involving all Region III counties (which includes 8 of the S-SV EMS counties) to discuss/ review several recently developed/updated regional disaster response plans. State and Federal emergency/disaster medical entities will also be participating in this exercise.
- Mr. Poland will provide a report related to this exercise at the May Board meeting.

9. Auditor Request for Interest (RFI)

- An RFI is sent out to multiple audit firms every 3 years to comply with standard accounting practices. Amy Boryczko sent out the RFI letter to 21 audit firms in February. The RFI response deadline is May 31, 2023.

H. NEW BUSINESS

- 1. Amendments to SECTION IV of ARTICLE 4 – MEMBERSHIP, SECTION 1 of ARTICLE X - MEETINGS, and ARTICLE XII – RATIFICATION of the S-SV EMS Agency JPA Bylaws to Reflect the Intent and Practice of the JPA Governing Board – *for discussion*.**

- Supervisor Holmes requested that the stipend amount should be looked at, while doing that it was discovered that there is no language allowing the Board to fill a Chair or Vice Chair vacancy. The following revisions are being proposed:
 - Page 2, section 4, proposed new language:
A. If the Chairperson should vacate the office during the term, the Vice-Chairperson shall become Chairperson and preside over the elections of a new Vice-Chairperson.
B. If the Vice-Chairperson should vacate the office during the term, the Chairperson shall preside over the election process of a new Vice-Chairperson.
 - Page 5, Article 10, Section 1, Item A, proposed new language:
Meeting days and frequency may be changed through a majority vote of the Governing Board at a regular Governing Board meeting.
 - Page 5, Article 10, Section 1, Item B:
Proposed language increasing the current stipend amount from \$50 to \$100/meeting attended in addition to adding the following new language: The stipend may be increased through a majority vote of the Governing Board at a regular Governing Board meeting.
- As required by current Bylaws language, these proposed modifications will return to the following board meeting for a final vote.

2. S-SV EMS Employee Handbook Revisions – for approval

- The S-SV EMS Employee Handbook was last updated in 2016. Mr. Poland and the two S-SV EMS Deputy Directors recently reviewed the Employee Handbook and identified the following proposed revisions:
 - Appropriate spelling and grammatical corrections.
 - Reorganization of certain language for better document flow and understanding.
 - Addition of Agency credit card utilization language.
 - Addition of license/certification expense reimbursement language for applicable employees. There are 5 Agency staff who are licensed paramedics and will be reimbursed for necessary re-licensure fees every 2 years. This will result in approx. \$1000/annual Agency expense.
- Supervisor Connelly moved to approve. Supervisor Hoek seconded. A roll call of votes was called: Ayes=9 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, Nevada and Colusa Counties). Noes=0. Absent=1 (Sutter County). Motion approved.

3. Draft FY 2023/24 Budget Summary – for discussion

- Due to Grant related funding, a significant portion of the draft budget is still fluid.
- Mr. Poland expects the FY 2023/24 budget to remain balanced and will have a more detailed/final proposed budget at the May Board meeting for consideration/approval.

4. Amendments to the Bi-County Ambulance Sutter and Yuba County Ambulance Transport Provider Agreements – for approval

- S-SV EMS granted EOA agreement waivers to Bi-County Ambulance in June 2022, allowing them to temporarily use BLS ambulances to support the 911 transport system in Sutter and Yuba counties. These waivers were subsequently extended through February 28, 2023, to coincide with the termination of Governor Newsom's EMS emergency executive orders.

- S-SV EMS staff met with multiple Sutter and Yuba County EMS system participants and other entities to obtain input and suggestions related to this matter. Some of the suggestions have been implemented, or determined to not be feasible, and others are still being evaluated by S-SV EMS staff.
- The current Bi-County Ambulance Sutter and Yuba County EOA agreements expire on 12/31/23. Mr. Poland is requesting the JPA Board to amend these EOA agreements for the remainder of their current terms to allow for the continued utilization of EMT staffed ambulances when paramedics are not available.
- S-SV EMS staff are continuing to work with the counties regarding these issues.
- Mr. Poland was asked if there was any prioritization of 9-1-1 calls, to make sure ALS ambulances were being sent to ALS calls. There is no formal/approved medical priority dispatch system (MPDS) services provided by any of the public or private dispatch centers in Sutter or Yuba counties at this time. S-SV EMS is currently discussing statutory matters regarding this with EMSA.
- Supervisor Corona moved to approve. Supervisor Blaser seconded. A roll call of votes was called: Ayes=9 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, Nevada, and Colusa Counties). Noes=0. Absent=1 (Sutter County). Motion approved.

I. OLD BUSINESS

1. Training Program Information Update and Butte College Paramedic Training Program Letter – for approval

- The Butte College Nursing program is looking at expanding and planning on having opportunities for 48 additional RN students. This will not happen until early next year as the process takes some time to implement. They believe they are on track.
- S-SV EMS staff surveyed all three of the S-SV EMS authorized paramedic training programs regarding their current student enrollment process and program information.
 - NCTI Roseville has three cohorts/year which are normally full. Their enrollment is first come/first served for applicants who meet minimum requirements.
 - College of the Siskiyous has one cohort/year and does not have full enrollment in their program. All students that meet minimum requirements are accepted. They also have a satellite program in Mendocino County.
 - Butte College has one cohort/year with a reported wait list of 40-50 applicants. They do not give priority to local students or veterans even though S-SV EMS ground ambulance provider EOA agreements require providers to give preference to students coming from S-SV EMS authorized paramedic training programs.
- Mr. Poland drafted a letter for the Board's consideration, requesting that Butte College re-evaluate their current enrollment lottery system process to give preference to veterans and local EMS applicants, and to re-consider having an additional program (even temporarily) to address the current paramedic staffing shortage situation.
- Mr. Poland was asked about Yuba College. They do not have a paramedic training program and did not indicate interest in developing an AEMT or paramedic training program at this time (based on the additional training program requirements).
- Supervisor Connelly moved to approve. Supervisor Carman seconded. A roll call of votes was called: Ayes=9 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, Nevada and Colusa Counties). Noes=0. Absent=1 (Sutter County). Motion approved.

J. EMCC/COUNTY COMMITTEE REPORTS

A summary report for all EMCC/EMAG meetings since the last Board meeting were included in the Board meeting packet. S-SV EMS staff attended and provided pertinent EMS and RDMHS program updates at all EMCC/EMAG meetings listed. The Siskiyou meeting was very well attended. Most of the other committees have not yet met or are meeting this week.

K. LEGISLATION

- The legislative report was included in the Board meeting packet. The EMSAAC committee has asked Mr. Poland to take over as the Chairperson for the legislation committee. Mr. Poland recently attended a legislation day at the State Capitol, and met with several Assembly Members, Senators, and their staff, which went very well.
- AB40: Emergency Medical Services – introduced by Assemblyman Rodriguez.
 - Requires EMSA to develop an electronic signature/time stamp to record the exact time of transfer of patient care from EMS to hospital emergency department staff.
 - Requires EMSA to develop a statewide standard of 20 minutes, 90% of the time, for ambulance patient offload time (APOT).
 - The California Professional Fire Fighters supports this bill and the California Hospital Association has some concerns with the bill.
- Trailer Bill Language: Would eliminate the physician requirement for the EMSA Director and create a new Chief Medical Officer (CMO) position to work in tandem with the Director. Administration indicates the the primary reason for the proposed changes are related to position recruitment difficulties.

L. MEDICAL DIRECTOR'S REPORT

Dr. Falck had no report. No questions were asked by any Board members.

M. CLOSED SESSION

Closed Session convened at 1:53 pm

- ITEM 1. Conference with legal counsel – Existing litigation (Gov. Code, § 54956.9(d)(1)) *Gurrola, et al. v. Duncan, et al.*, U.S. District Court, Eastern District Case No. 2:20-cv-01238-JAM

Closed Session Report – reconvened at 1:55 pm

- The Board met in closed session with legal counsel. The Board heard a report, and no action was taken.

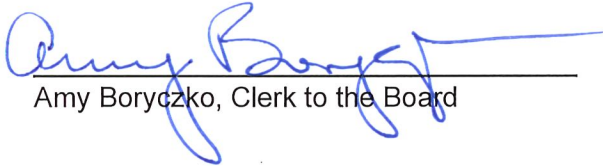
N. NEXT JPA GOVERNING BOARD MEETING

The next JPA Board meeting is scheduled for Friday, May 12, 2023, 1:00 p.m. – 3:00 p.m., 535 Menlo Drive, Suite A, Rocklin, CA or via videoconference at 1255 East St., Suite 201, Redding, CA.

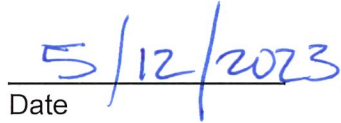
O. ADJOURNMENT

The meeting was adjourned at 1:56 p.m.

Respectfully submitted,



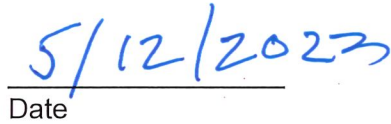
Amy Boryczko, Clerk to the Board



Date



Jim Holmes, Chairperson



Date