

JIM HOLMES  
JPA BOARD CHAIRPERSON



SIERRA – SACRAMENTO VALLEY  
EMERGENCY MEDICAL SERVICES AGENCY

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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: May 12, 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	
Mary Rickert	Shasta County	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
Michelle Moss	S-SV EMS Agency
Mark Belden	AMR/REACH
Bob Hall	Butte County EMS
Jenny Humphries	Butte County EMS
Johnathan Taft	Butte County EMS
Mel Brown	Butte County EMS
Jim Clark	Butte County EMS
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 1:00 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 Carmon motioned to approve the agenda as written. Supervisor Corona seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.

**E. ACTION TO APPROVE CONSENT AGENDA ITEMS**

Supervisor Criss motioned to approve the consent agenda. Supervisor Rickert seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.

**F. PUBLIC COMMENT:**

None was forthcoming.

**G. INFORMATION UPDATE – Oral Update by John Poland:**

**1. Ambulance Response Times**

- Updated response times information was included in the Board packet.
- Mr. Poland noted that there is nothing concerning for any of the counties.
- Any questions or concerns regarding ambulance response times should be directed to Mr. Poland or Ms. Harlan.

**2. Colusa County RFP**

- S-SV EMS staff are working with the Colusa CAO as well as the Colusa and Williams city managers on the development of a Colusa County Ground Ambulance RFP.
- Once the Colusa BOS approves the RFP document, it will be submitted to EMSA for their required review and approval to publish, so that the RFP process can proceed.

**3. Beale Air Force Base ambulance services**

- Beale AFB has provided ALS ambulance services for many years and has maintained an S-SV EMS ALS permit as part of the EMS system.
- Every few years they have a new civilian paramedic contractor for staffing of their on-base ambulance services. The new contractor is questioning why they need to maintain their S-SV EMS provider permit.
- Their current provider permit expires on June 30, 2023, and S-SV EMS is hopeful they will renew it and continue to be part of the S-SV EMS system.

**4. Sutter and Yuba Counties paramedic staffing shortages**

- Bi-County ambulance has had ongoing paramedic staffing shortages. They have been able to hire some paramedics recently.
- S-SV EMS staff met with the Yuba and Sutter County CAOs and the Yuba/Sutter Health Officer to develop an ambulance performance improvement plan. This plan was recently issued to Bi-County Ambulance and will be monitored for the next few months to see what happens with concern to a possible renewal of their exclusive operating area (EOA) agreement that expires on December 31, 2023.
- Supervisor Holmes mentioned that William Jessup University (Rocklin) started a nursing program last week.
- Mr. Poland noted that S-SV EMS recently approved an Advanced EMT training program for Sierra College. If this works out well, Sierra College may add a Paramedic training program at some point in the future.

**5. Region III emergency preparedness/response exercise**

- This exercise was held on May 10<sup>th</sup>, involving participants from all Region III counties as well as several state and federal agencies.
- The exercise lasted 5-6 hours and involved several of the regional emergency response plans that have been developed over the past year.
- Patti Carter (RDMHS) and Jennifer Johnson (RDMHS II) did a fantastic job.

**6. EMS Week – May 21-27, 2023**

- National EMS Week occurs annually.
- S-SV EMS staff will be attending many provider events during the week.
- Additional EMS Week information will be distributed to Board members so they know what will occur in their counties.

**7. S-SV EMS Conflict of Interest Code**

- The FPPC code is required to be reviewed on a bi-annual basis, and when there are significant organizational changes.
- This process was started in September, with back and forth from the FPPC, and was recently approved with the current staff changes.

**H. NEW BUSINESS**

1. Resolution allowing the Regional Executive Director to sign the FY 23/24 Regional Disaster Medical Health Specialist (RDMHS) contract, and the Regional Disaster Medical Health Specialist II (RDMHS II) contract with EMSA – **for approval.**
  - The California EMS Authority (EMSA) provides grant funding for this program.
  - The FY 23/24 contract has not been provided by EMSA yet but will need to be signed prior to the next JPA meeting.
  - Supervisor Hansen motioned to approve the resolution. Supervisor Corona seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.
2. Resolution allowing the Regional Executive Director to sign the FY 23/24 State General Fund (Multi-County LEMSA) contract with EMSA – **for approval.**
  - EMSA provides local assistance funding to S-SV EMS on an annual basis. Total FY 22/23 funding was approximately \$900,000, and FY 23/24 funding is expected to be similar.
  - The FY 23/24 contract has not been provided by EMSA yet but will need to be signed prior to the next JPA meeting.
  - Supervisor Carmon motioned to approve the resolution. Supervisor Connelly seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.

3. Request for Proposal (RFP) #2023-1 – Emergency Ambulance Service, Advanced Life Support (ALS) Transport and EMS System Performance Specifications for Butte County, California – Recommendation of selected proposer and request for authorization to conduct contract negotiations – **for approval**.
- S-SV EMS initiated a new competitive RFP process to select an exclusive provider of ground ambulance services for Butte County and released a revised EMSA approved RFP document on February 21, 2023.
  - S-SV EMS received proposals from two (2) organizations related to this competitive RFP procurement process (American Medical Response and Butte County EMS, LLC).
  - Proposals were evaluated and rated pursuant to the provisions contained in the RFP document, and the Butte County EMS, LLC proposal received the highest points.
  - Mr. Poland did not identify any reason to not recommend the proposal receiving the highest points and is recommending Butte County EMS, LLC as the successful proposer of this competitive procurement process.
  - The protest period identified in the RFP document has concluded, without S-SV EMS receiving a protest related to this competitive procurement process.
  - Mr. Poland requested the JPA Board select Butte County Emergency Medical Services, LLC, as the successful proposer of the competitive procurement process and authorize him to conduct contract negotiations for the provision of exclusive ground ambulance services for Butte County with the selected proposer. A fully executed EOA agreement must be in place by October 1, 2023 to ensure uninterrupted ground ambulances services in Butte County.
  - Supervisor Connelly motioned to approve the requested actions. Supervisor Carmon seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.
4. Electronic Patient Care Report (ePCR) system contract with ImageTrend – **for approval**
- California EMS statutes and regulations require EMS providers to complete electronic patient care records.
  - S-SV EMS has contracted with ICEMA EMS since 2016 to use their electronic patient record system. ICEMA also previously maintained the EMSA statewide EMS data system, but EMSA recently transitioned this EMS data system to their organization. As a result, S-SV EMS will not renew our ICEMA contract when it expires on June 30, 2023.
  - EMS providers who currently use the ICEMA system would have higher costs if they contracted directly with an electronic patient care record software vendor. S-SV EMS contracting directly with ImageTrend benefits EMS providers using this system. S-SV EMS will fund the initial (approx. \$18,000 start-up costs), which is already budgeted, and providers using this system will reimburse S-SV EMS for ongoing system costs.
  - Supervisor Corona motioned to approve the contract. Supervisor Rickert seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.

5. Proposed S-SV EMS employee wage adjustments – **for approval**

- There have been multiple job postings from surrounding LEMSAs agencies, paying significantly more for similar positions than S-SV EMS.
- The total combined CPI for the local area, for the last 10 years, has been 36%, while S-SV EMS employee wages in that same period have been 24%.
- It's difficult to do a comprehensive salary comparison for every single position because each LEMSA is structured slightly differently and has different job positions/titles. Mr. Poland reviewed the wages for EMS Coordinator/EMS Specialist positions with multiple different similar LEMSAs, which are consistent among LEMSAs, and S-SV EMS wages for these positions are 10% - 20% lower than all other comparable LEMSAs.
- Mr. Poland also indicated that there is a wage discrepancy among the four EMS Specialist positions (with one having a slightly lower wage scale than the other three, although the workload is similar) and among the two RDMHS positions (although the workload is similar). Mr. Poland is proposing to normalize the wages of the EMS Specialist and RDMHS positions, so all four EMS Specialist wage scales are similar and both RDMHS wage scales are similar.
- Mr. Poland is also requesting a one-time 5% wage increase for all employees and an additional paramedic stipend (for applicable licensed paramedic staff), for employee retention purposes. This one-time wage increase would not apply to the Regional Executive Director position, which has seen wage increases over the past 10 year period more consistent with the CPI increase.
- Several months ago, one of the other EMS Specialist resigned from S-SV EMS to move out of state and the duties of this position were assigned to several other S-SV EMS staff. The other staff have been able to adequately perform these additional job duties on a consistent basis. By leaving that position unfilled, there is money in the budget to cover the wage increases. No additional funds will be requested from the counties, and the budget is balanced.
- Supervisor Holmes complemented the S-SV EMS Staff on doing great work, as well as stating that the organization is well run. Supervisor Holmes is in full support of the proposed increases.
- Supervisor Corona asked how many agencies needed to be compared for this purpose. Mr. Poland advised that there is nothing that dictates how many agencies need to be compared, but that he included multiple similar LEMSAs in his comparison to ensure the Board had adequate data to consider.
- Supervisor Corona motioned to approve the requested increase. Supervisor Hansen seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.

I. **OLD BUSINESS**

1. S-SV EMS FY 2023/2024 Final Agency Budget – for approval

- As discussed during a previous agenda item, the Region III RDMHS and Multi-County LEMSA State General Fund Local Assistance contracts have not been executed yet but are normally received/processed late May to early June each year. Mr. Poland has spoken with EMSA regarding this matter, and they do not anticipate any significant

changes to the funding amounts. Governor Newsom's May Budget Revision was released earlier today and there are no proposed funding reductions to these programs.

- The Hospital Preparedness Program (HPP) grants for Sutter and Yuba counties have also not been executed yet, however, this is primarily passthrough revenue and expenditure funding and is expected to be similar to previous amounts. S-SV EMS does have currently executed 5-year agreements with the California Department of Public Health Emergency Preparedness Office for these funding grants. As the fiscal agent for these grants, S-SV EMS keeps 15% of the total grant funding for administrative costs. Mr. Poland budgeted this funding off last year's numbers as it is expected to be similar.
  - All other revenues and expenditures are as known/anticipated based on previous budget years and current Agency needs/functions. The proposed FY 2023/2024 budget is balanced.
  - The Board asked if there was a set amount of money the fund balance needed to have in it. Mr. Poland indicated that he is not aware of any specific statutes/regulations regarding this matter, but the Agency continues to maintain a healthy fund balance.
  - Supervisor Corona moved to approve the final FY 2023/2024 budget. Supervisor Carmon seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.
2. 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 approval**
- Currently there is nothing in the JPA bylaws regarding being able to elect a new Chair or Vice-chair in the event of a vacancy left by a board member who retires, etc. The new language allows the Chair position to be filled by the Vice-chair, and a new vice-chair to be elected, or just a new vice-chair to be elected if they vacate the position.
  - There is nothing in the bylaws addressing the changing of meeting days/frequency. The current language does not allow for change of date in the case of a conflict like a holiday. The new language allows for changes through a majority vote from the Board.
  - Currently, the bylaws state that the stipend is \$50 for the board members/meeting, which has not increased for many years. The new language will raise this stipend to \$100 per meeting.
  - Supervisor Connelly moved to approve the proposed JPA bylaw changes. Supervisor Corona seconded. A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). Motion approved.
3. Election of a JPA Board vice-chairperson for the remainder of the March 2023 – March 2024 term.
- Supervisor Carmon nominated Supervisor Corona for vice-chairperson. There were no other nominations.
  - Supervisor Connelly seconded the nomination.
  - A roll call of votes was called: Ayes=8 (Placer, Tehama, Yuba, Shasta, Butte, Glenn, Siskiyou, and Colusa Counties). Noes=0. Absent=2 (Nevada and Sutter Counties). 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.

## **K. LEGISLATION**

- The legislative report was included in the Board meeting packet. Mr. Poland is now the new Chairperson for the EMSAAC legislation committee.
- The recently proposed budget 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. The administration indicates the primary reason for the proposed changes are related to position recruitment difficulties. EMSAAC has not taken a position on this yet and is still working with the administration on language. The administration is supportive of this so it is anticipated to pass in some manner.
- AB1168: Introduced by Assembly Member Bennett related to FD JPA matters and the ability to maintain Health and Safety Code 1797.201 rights (the right to continue to provide EMS services, including ambulance services, that were provided since prior to 1981).
  - The City of Oxnard and Ventura County had litigation regarding these rights. The City of Oxnard was ruled to not have 1797.201 rights by the courts, primarily because they've never provided ambulance service.
  - The proposed language, abrogating previous court rulings to the contrary, is problematic and opposed by most LEMSAs, California counties, and many county organizations.
  - If passed as currently written, it would likely result in fragmented EMS systems in some areas of California as local fire departments/districts could potentially exclude themselves from a current organized countywide EMS system and provide ambulance services only to their city/district. Other areas of a county outside that city/district may then become more difficult to service consistently and sustainably.
  - The author has tried to address some of the issues by adding/revising language, with additional amendments currently being considered.
  - The bill has passed through the Assembly Health Committee, Emergency Management Committee, and most recently the Appropriations Committee.
  - Lobbyists will continue to work on this bill.
  - If passed as written, it is not expected to have a significant impact on any of the S-SV EMS member counties but would impact other California counties.
- AB40: Introduced by Assemblyman Rodriguez to address Ambulance Patient Offload Time (APOT) delays. The California Professional Firefighters (CPF) is the bill sponsor.
  - 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 LEMSAs to develop an APOT standard of no more than 30 minutes, 90% of the time.
  - The California Hospital Association (CHA) has concerns with the bill.
  - The bill is still working through committees and is expected to cost the State of California more than \$2M so it is currently in suspense in Assembly Appropriations.

- Mr. Poland was asked about the transition to electric vehicles, and whether EMS vehicle would be exempt. Mr. Poland doesn't know the answer to this question but will look into it.
- Mr. Poland was asked about AB70 which requires new construction to have 6 Trauma kits onsite and what the reasoning was for this requirement. Mr. Poland and Dr. Falck provided additional information/context to this matter.

**L. MEDICAL DIRECTOR'S REPORT**

- Dr. Falck commented on the upcoming National EMS Week and thanked all the EMS providers for their ongoing hard work and the service they provide throughout the S-SV EMS region on an ongoing basis. Dr. Falck encouraged Board members to attend their local EMS week events.

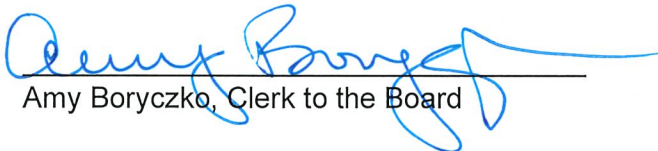
**M. NEXT JPA GOVERNING BOARD MEETING**

- The next JPA Board meeting is scheduled for Friday, July 14, 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.

**N. ADJOURNMENT**

The meeting was adjourned at 2:08 p.m.

Respectfully submitted,

  
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Amy Boryczko, Clerk to the Board

7-14-2023  
Date

  
\_\_\_\_\_  
Jim Holmes, Chairperson

7/14/2023  
Date

