3/18/2011 10:10:39 AM

COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445 Tel: (707) 884-1829 Fax: 884-9119

AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS

>>> 4:30 pm Monday, March 21st, 2011 <<< Bill Platt Training Center Coast Life Support District Station 38901 Ocean Drive, Gualala, CA 95445

1.	Call to Order	Kaplan							
2.	Adoption of the Agenda								
3.	Minutes Approval								
4.	Privilege of the Floor – Public Comment								
5.	 Old Business - Information or Action Community Healthcare Working Group Disaster Preparedness FY12 Budget Timeline and Guidance - Action 	Kaplan Foster Rice							
6.	New Business								
7.	Reports Board Officers - General Treasurer Tax Planning Committee Communications Committee District Administrator Staff 	Rice Rice Chilton Hauck Foster Dilks/Bold							
8.	Other • General announcements								

- 9. Adjournment
- Scheduled Board of Director meetings (Bill Platt Training Center unless otherwise noted).
 - o Monday, April 18th, 4:30pm
 - o Thursday, June 2nd, 4:30pm
 - o Monday, July 18th, 4:30pm

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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS February 21, 2011



Call to Order. President Kaplan called the meeting to order at 4:32 pm. Present: Kaplan, Schwartz, Rice, Dodds, Klopfer, Hauck & Toedter.

Adoption of the Agenda. Director Dodds moved, Director Rice second, all ayes.

Approval of February 15th 2011 Board Minutes. Corrections: Board Discussion/Financial Issues/Tax Restructuring: To be considered by the finance committee. Legal Issues/Legal & Fiduciary Responsibility: Director/Secretary Hauck will conduct training locally with local assets and not require County Counsel. Director Hauck moved, Director Schwartz second, all ayes.

Privilege of the Floor: none

Old Business - Information or Action

- Mid-year Budget Update: was reviewed by Director Rice. Presentation materials attached.
- Community Healthcare Working Group Update: was presented by President Kaplan including the possibility of expanded AHUC hours at RCMS; an upcoming meeting with CEO of Sutter Health, and scheduling community presentations.
- Two committees were proposed and formed:
 - An ad hoc Tax Planning Committee was formed with Directors Toedter, Hauck, Rice, and DA Foster for purposes of tax & rate structure planning.
 - A standing Communications Committee with Director Hauck, Director Klopfer, Ops. Mgr. Dilks for assurance of transparency, promotion of public input, CPR/AED programs, ICO, and website.

New Business:

• Urgent Care Update: (Director Rice has resigned from the RCMS BOD and left the room during this discussion.) President Kaplan reported for RCMS CEO Agee that a grant for the extension of AHUC has been written in the amount of \$250K and may be granted by March. He indicated RCMS may approach CLSD about co-funding the program to extend hours into the evening.

Reports:

- Treasurer's report by Director Rice.
- QA/QI report presented by Director Dodds. Discussion about QA for TeamHealth calls. Director Dodds to follow-up.
- DA Foster's report received. Foster to report in March on the Disaster Plan.
- Opr/Mgr. Dilks report received.
- Business Mgr. Bold's January 2011 write-off report approved. Director Dodds moved, Schwartz second, all ayes.

Other:

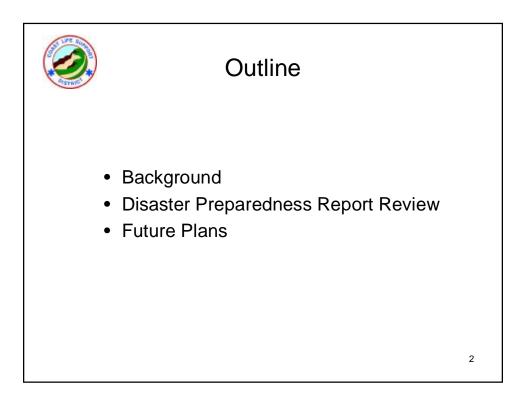
Board Meeting Dates:

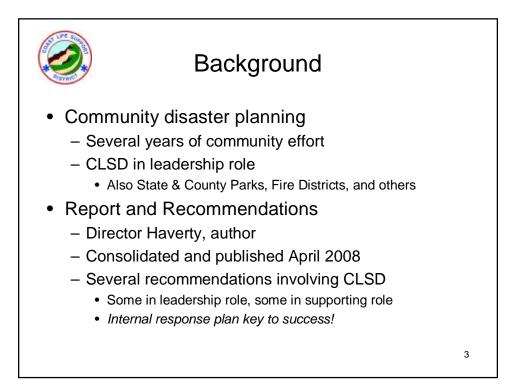
Monday, March 21st, 4:30 p.m. Monday, April 18th, 4:30 p.m. Thursday, June 2nd, 4:30 p.m. Monday, July 18th, 4:30 p.m.

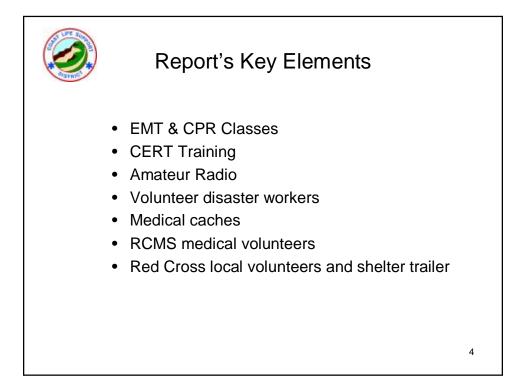
Adjournment. Director Schwartz moved for adjournment, Director Dodds second, all ayes. Meeting adjourned at 6:57 pm.

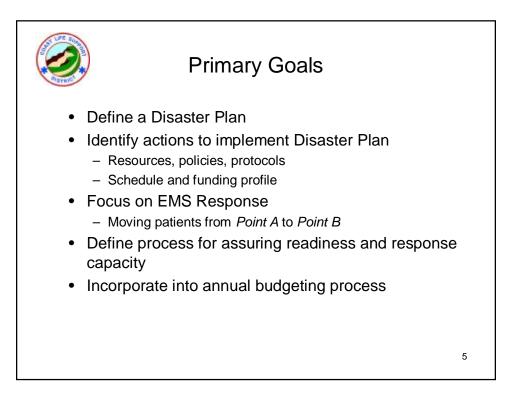
Minutes approved:



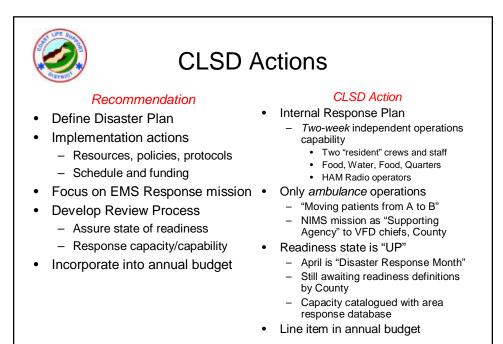




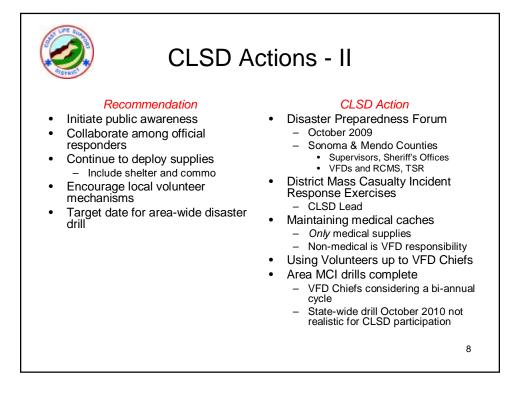


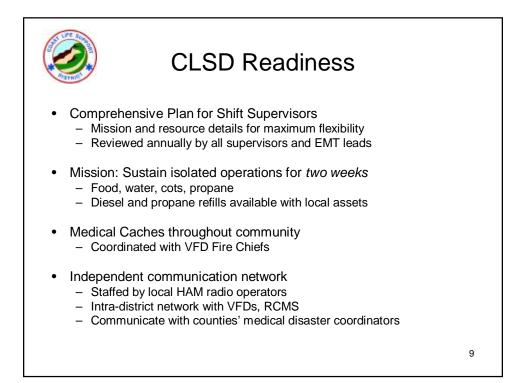


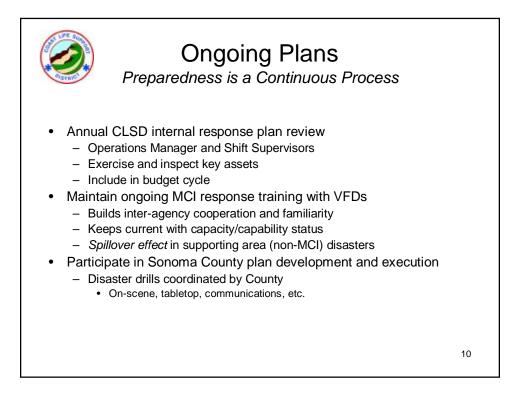




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FY12 Draft Budget Guidance

- Maintain a leadership role in community emergency medical response
- Maintain the highest quality CLSD staff with an active program for employee recruitment, development and retention
- Ensure the future supply of EMTs and First Responders supporting the District and other District-area agencies with ongoing training and certification opportunities
- Provide 100% BLS standby coverage
- Prepare a long-range budget profile to implement the District mission through Fiscal Year 2016 without a tax increase

Coast Life Support District District Administrator's Report March 21st, 2011

- 1. Tsunami Warning. Duty crews were alerted and maintained a standby posture throughout the warning. Our mission was to be prepared to respond to support requests from REDCOM or district-area fire chiefs. We have since discussed response with officials from Sonoma and Mendocino Counties.
- Grant Success. We have been notified that CLSD has won a \$4250 grant from the Mendocino County Foundation for a CPR training center upgrade, to include a dedicated projector and computer in the BPTC, plus several training manikins. The award will be presented Tuesday, April 12th, at the Gualala Senior Center during their luncheon noon-1pm. All board members are invited to attend.

/s/ Scott Foster District Administrator

COAST LIFE SUPPORT DISTRICT

Operations Manager's Report March 21, 2011

Deployment / Staffing

ALS (M-120) was staffed 100% and second out BLS (B-121) was staffed 100% No third out activations. Russian River Fire responded once and transported.

Facilities

No major repairs pending. General outside station maintenance is scheduled for April 2011.

Vehicles/Equipment

All vehicles and equipment are in service and in good working order. All preventive maintenance is current.

Communications

Our radio equipment move from Bluff Top to Zettler (ATT) is complete and operating well.

Community Training

We have solid interest in CPR training and AED placement from the Timber Cove Lodge and the PA casino. Meetings are scheduled.

We have a busy CPR schedule over the next 2 months. We are looking at May 14th for our next advertised Super Saver Saturday (no-cost training).

Team Health Nurse Advice Line: the most recent twelve months.

	Mar	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	Feb
Calls	17	20	21	25	34	26	25	30	18	39	19	22
Triaged	15	14	14	15	22	17	10	14	9	17	8	13
ED Now	5	3	8	5	7	2	8	4	4	7	3	6

Business Manager's Report By Terry Bold Email: <u>billing@clsd.ca.gov</u> March 21st, 2011

Vouchers:

Replenishment: Replenishment vouchers for deposit to the Redwood Credit Union checking account from the Sonoma County FAMIS account for the period:

January 28th– February 24th, 2011 in the amount of \$80,965.71 was signed by District Operations Manager, Evan Dilks, on February 24th, 2011 February 25th-March 14th, 2011 in the amount of \$55,976.02 was signed by District Operations Manager, Evan Dilks, on March 14th, 2011.

Accounts Receivable Report: I have reviewed the February 2011 Accounts Receivable report and find it to be within normally expected parameters.

3/18/2011 10:10:39 AM Coast Life Support District Monthly - Call, Write-Off, Aging, & Account Balance Report

FEBRUARY

2011

ALS Transports	19
BLS Transports	2
Dry Runs	12
ALS/BLS Treat & Release	3
Total	36
Gross Accounts Receivable Balance:	\$241,313.90
AMBULANCE REVENUE	\$76,103.15
Payments Posted:	\$41,810.83
WRITE-OFFS:	
MediCare-Required	\$31,165.27
Medi-Cal Required	\$24,784.68
Collections Agency	\$20,264.28
Other Adjustments	\$3,425.96
Total Write-Offs for This Month Revenue Adjustment/increase	\$79,640.19
New Gross Accounts Receivable Balance:	\$195,966.03
Aging Report to	
CURRENT	\$69,960.56
31-60 Days	\$21,968.64
61-90 Days	\$49,506.57
91+ Days	\$54,530.26
New Gross Accounts Receivable Balance:	\$195,966.03
FAMIS ACCOUNT:	\$341,223.54
Redwood Credit Union Checking:	\$6,198.95
Board Approval: (Date)	
Secretary: (Signature)	