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, December 10, 2012 <<< Bill Platt Training Center Coast Life Support District Station 38901 Ocean Drive, Gualala, CA 95445

1. Call to Order Toedter

- 2. Adoption of the Agenda
- 3. Minutes Approval
- 4. Privilege of the Floor Public Comment
- 5. Old Business Information or Action
 - Administration of the Oath of Office to Director-elects Dodds, Klopfer, Schwartz and Randolph
 - Election of Officers for CY 2013
 - Committee and Working Assignments for CY 2013
 - o Finance
 - Quality Assurance
 - Community Healthcare Working Group
 - Strategic Planning Coordinator/Liaison
- 6. New Business
- 7. Reports
 - Treasurer
 - Board Officers General
 - District Administrator
 - Write-offs Approval
- 8. Other
 - General announcements
- 9. Adjournment
- Scheduled Board of Director meetings (4:30 at Bill Platt Training Center unless otherwise noted):
 - o None scheduled at this time

Toedter

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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS November 19th, 2012



Call to Order. President Tom Toedter called the meeting to order at 4:30 p.m. Present: Directors Schwartz, Dodds, Klopfer, Chilton-Hauck, Rice. Absent: Director Combs.

Adoption of the Agenda. Director Schwartz moved to adopt the Agenda. Director Dodds second, all ayes.

Approval of September 17th, 2012 Board Minutes. Director Rice moved, Director Dodds second, all ayes.

Privilege of the Floor: Director-elect Will Randolph introduced himself to the Board.

Old Business: Information or Action Financial Update-First Quarter FY12-13: Director Rice presented the first quarter financials. No action required. Medical Director & Staff Proposal-Action: District Administrator Foster presented "Quality: The Next Frontier." He recommended board support of contracting with Dr. Tucker Bierbaum as EMS Medical Director, and to replace paramedic substitutes with a fourth salaried paramedic position. Director Schwartz moved for approval of both initiatives, Director Dodds second, motion passed unanimously.

New Business: None

Reports:

- Treasurer's report: Director Rice has reported in the Old Business – Financial Update.
- Board Officers. President Toedter requested board acknowledgement of outgoing Director Comb's service. All board members were effusive in praise of Director Combs's service and wished him the best as his term ends in December.
- District Administrator Foster's Report. See board packet.

 Business Mgr. Bold's September and October 2012 write-off reports were approved. Director Schwartz moved, Director Dodds second, all ayes.

Other:

Minutes approved:

- General Announcements. The board briefly discussed the retirement ceremony for Mark Leonard.
- Board Meeting Schedule. Next board meeting will be December 10, 2012, 4:30 at the Bill Platt Training Center.

Adjournment. Director Schwartz moved for adjournment, Director Dodds second, all ayes. Meeting adjourned at 5:58 pm.

		Date	
		Date	

Coast Life Support District District Administrator's Report November 19, 2012

1. Finance.

- a. <u>Audit</u>. We have received the draft audit. I am working on the Management Discussion and Analysis (MD&A). With no unforeseen conflicts, we should have the final audit for the January meeting.
- 2. <u>Staffing</u>. We received eighteen excellent candidates for the paramedic positions and selected eight for an interview. A panel including Dr. Bierbaum, Nick Scanlon-Hill, Pat Owings, Evan Dilks and me interviewed several paramedic candidates on Friday, December 7. At the time of this writing, no results were available.
- 3. TeamHealth Triage Phone Line Call Volume

	OCT	NOV	DEC	JAN	Feb	Mar	APR	MAY	JUN	JUL	Aug	SEP
Calls	12	8	25	23	21	31	20	24	26	31	24	22
Triaged	6	6	15	17	17	22	16	23	24	29	21	20
ED Now	4	3	7	5	3	9	10	5	6	8	3	6

Coast Life Support District

Accounts Receivable Status

November-12

ALS Transports		18
BLS Transports		5
Dry Runs		19
ALS/BLS Treat & Release		8
Total Activity		50
Accounts Receivable Balance @ 10/31/2012	\$	334,499.09
Ambulance Revenue	\$	111,139.41
Payments Received	\$	41,053.86
Write-Offs:		
MediCare Required	\$	71,507.37
Medi-Cal Required	\$	12,322.21
Collections Agency	\$	-
Other Adjustments	\$	(1,815.01)
District Resident Discount	\$	752.36
Total Write-Offs for This Month	\$	82,766.93
Accounts Receivable Balance @11/30/2012		321,817.70
CURRENT	\$	117,641.99
31-60 Days	\$	67,917.66
61-90 Days	\$	64,236.64
91+ Days	\$	72,021.41
Aging Report Balance @ 10/31/2012	\$	321,817.70
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Payment Plan Accounts at end of month: 15 @ \$28,990.02		
Cash on Hand		
FAMIS Account	\$	216,716.59
Redwood Credit Union Checking	\$	107,940.77
Total Cash on Hand	\$	324,657.36

Board Approval/Secretary:_____(Date)