

**Mountain-Valley
Emergency Medical Services Agency
Board of Directors Meeting
October 11, 2006**

Location: Lake Tullock Resort
Copperopolis, California

Time: 10:00 a.m.

Board Members Present: Terry Woodrow - Alpine County; Louis Boitano - Amador County; Bill Claudino – Calaveras County; Jim DeMartini – Stanislaus County

Board Members Absent: Lee Stetson – Mariposa County

Guests: Chuck Baucom, Peg Holbrook, Sharon Perry, Teri Norton, Cindy Young; Laura Shouse-List; Anita Schlenke; Alicia Hinshaw; Steve Mitchell; Jim Miguel; Josh Houselmann; Tony Tam; Taylor Korgan; McKenzie Korgan; John Korgan; Bruce Smith; Bob Bliss; Dennis Robinson; Tom Brennan; Pat Murphy; Jesse Izaguirre; Al Lennox; Jason Zysman; Jay Krishnaswamy; Niamh Harrington M.D.; Tracy Gregg; Steven Wright; Sharon Perry; Eric Lacey; Gabriel Ferreira; Jason Leffew

Staff: Steven Andriese - Executive Director; Douglass Sisk – Deputy Director; Kevin Mackey, M.D., - Medical Director; Linda Diaz – Trauma Coordinator; Tina Casias – Executive Secretary; Marilyn Smith – Response & Transport Coordinator; Jim Worobe – EMS Field Liason

A. Call to Order

The meeting was called to order at 10:03 a.m. by Vice Chairperson Bill Claudino. Board members introduced themselves (i.e. Supervisor Bill Claudino, Supervisor Terry Woodrow, Supervisor Louis Boitano), and guests were subsequently asked to introduce themselves.

Steve Andriese, Mountain Valley EMS Agency Executive Director, introduced Douglass Sisk, the new Deputy Director to the Board members.

B. Correspondence – There was no correspondence to present to the Board.

C. Additions/Deletions, Corrections to Agenda –

Mr. Andriese asked that Consent Item 8 (the Calaveras County UHF Radio Maintenance Agreement) be pulled from the Consent Calendar and placed on the Agenda. The reason for this request, he stated, was because of some changes made to the contract after the Board mailing.

Steve Andriese also requested that the Board consider, as an emergency item, an ambulance provider agreement for Pro Transport-1 for BLS service in Stanislaus County. This request is being made because the application was received after the Board mailing, and the Agency is required to process all applications within 90 days. If the Agency waited until the next Board meeting the 90 day requirement would be exceeded.

M/S/C (Woodrow/Boitano) To place on the Agenda as an emergency item

Vote: Unanimous

It was established that Item # F2 would be the Pro Transport BLS Agreement for Stanislaus County, and Item F3 would be the Calaveras County UHF Radio Maintenance Agreement.

D Public Forum – There were no comments from the public.

E. Approval of the Consent Calendar

M/S/C (Boitano/Woodrow) To approve the consent calendar after removal of Item # 8

Vote: Unanimous

F. EMS Awards Presentation

Marilyn Smith of the Mountain Valley EMS Agency presented the 2006 EMS Personnel of the Year Awards as follows:

Tracy Gray – EMS Dispatcher of the Year; Bob Bliss – EMS First Responder of the Year; John Korgan – Paramedic of the Year; Sharon Perry – MICN of the Year; Erik Lacey, M.D. – Physician of the Year; Josh Hauselmann – EMS Educator of the Year; Jason Zysman – EMS Administrator of the Year

Let the record show Supervisor DeMartini's arrival to be at 10:20 a.m.

F2. Pro Transport Agreement for Stanislaus County

Marilyn Smith of Mountain Valley EMS Agency explained to the Board that the ambulance provider agreement is to provide BLS non emergency services in Stanislaus County. She explained how the Agency was approached by Pro Transport-1, who had been awarded a contract with Sutter Health to provide BLS non emergency transportation for patients of the Sutter Health System. The agreement itself was developed by the County Counsels office.

M/S/C (Boitano/DeMartini) To approve the ambulance provider agreement for Pro Transport-1

Vote: Unanimous

F3. Calaveras County UHF Radio Maintenance Agreement

Jim Worobe of the Mountain Valley EMS Agency explained to the Board about the changes made to the agreement after the Board mailing. The first change was the date. The date to begin was changed to November 1st. The other changes involved the addition of signature blocks for the County Counsel, and the Calaveras County chair.

M/S/C (Woodrow/Boitano) To approve agreement as submitted

Vote: Unanimous

Let the record show Vice Chair Bill Claudino called a 5 minute recess at 10:25 a.m.

Let the record show the meeting was again called to order by Vice Chair Bill Claudino at 10:30 a.m.

G. Approval of Policies

Steve Andriese provided some background information to the Board. He related to the Board how, at the August Board of Director's meeting, Trauma Department representatives from both hospitals (Doctors Medical Center and Memorial Medical Center) voiced their concerns over proposed language changes to *policy # 535.30 Trauma Team Availability and Activation (Level II Centers)*, and *policy # 553.25 Trauma Triage and Patient Destination*. At that Board meeting, MVEMSA staff and the MVEMSA Medical Director were directed by Board Members to meet with hospital trauma center representatives, let them voice their concerns, and present any revisions to Board members at the October 2006 meeting.

Steve Andriese emphasized that the most significant change was to allow the trauma teams to develop their own activation criteria on condition of the Medical Director's approval. The language for the activation in the policy previously was moved to an appendix, and will only be utilized if there is no approved internal policies with the hospitals.

Vice Chair Bill Claudino opened the floor for discussion.

Dr. Harrington, a representative of Doctor's Medical Center, stated that after working diligently with Dr. Kevin Mackey to formulate internal policies, they still had no written acceptance from the EMS Agency on either of the policies. She also expressed her concern that the Board will implement these policies, in which they are not in agreement, because the EMS Agency has chosen not to accept the internal policies they have submitted.

In response to Doctor Harrington, Steve Andriese stated that correspondence from both facilities had only been received in the last couple of days, and he had not had a chance to discuss with Dr. Kevin Mackey and staff.

Steve Andriese suggested to the Board that both policies be approved contingent on a January 1, 2007 implementation date, allowing time for the hospitals and EMS Agency staff to agree on the content of the hospitals internal policies prior to the December Board meeting. He also stated if a consensus was not reached, the hospitals would have an opportunity to state their case at the December Board meeting.

M/S/C(Boitano/DeMartini) Approve the policies as submitted by staff, with both policies on December Agenda

Vote: Unanimous

Let the record show at 11:09 a.m. the meeting was interrupted to present the EMT of the Year Award to Stephen Wright who had just arrived.

Let the record show at 11:12 a.m. the meeting resumed.

H. Salary and Benefit Recommendations

Steve Andriese related to the Board members that the Salary/Benefit Subcommittee consisting of Supervisors Woodrow and Boitano met on September 18, 2006. The subcommittee recommended the Board approve the following five year pay/benefit package for FY2006/07:

- (1) A cost of living increase of 2% annually for the five year period effective July 1, 2006
- (2) A merit increase of 1%-3%, given annually, for greater than satisfactory performance, effective on the employees anniversary date, and limited by their salary range cap. A score of 13 or less would receive a 3% increase; a score of 20 or less would receive a 2% increase; a score of 27 or less would receive a 1% increase.
- (3) An increase from \$600.00 to \$700.00 a month for medical insurance reimbursement for those employees who actually pay out more than \$600.00 per month for their coverage.

M/S/C (Woodrow/Boitano) To approve staff salary/benefit recommendations as modified for FY2006/07

Vote: Unanimous

I. Executive Session (Government Code 54957, 54957.6)

The Executive Session began at 11:29 a.m. and concluded at 11:47 a.m.

J. Results of Executive Session

Vice Chairperson Bill Claudino explained the results. The Executive Director would receive a 3.5% cost of living increase in salary, and 1 weeks vacation would be removed. The Deputy Director would receive a 2% cost of living increase on his 6 month anniversary.

K. Approval of the Revised 06/07 Agency Budget

Steve Andriese explained the documents relating to the preliminary budget, and the revised budget which included the proposed new staff salaries. He explained how contingency funds of approximately \$150K may be required to balance the budget. He cited a lack of special project and augmentation funding as the reason for the deficit.

M/S/C (Boitano/Woodrow) To approve the agency revised budget for FY2006/07

Vote: Unanimous

L. Stanislaus County Report

Steve Andriese Stated how he contacted Mary Ann Lee, the administrator of the Health Services Agency. She stated that a presentation was being prepared by the CEO's office, to be presented to the Stanislaus County Board of Supervisors, on the options available to them. This would take place in approximately 3 to 6 months.

M. Agency and County Reports

MVEMSA – working on Continuity of Operations Plan. This plan means the Agency will have the ability to move operations in case of a catastrophic event. It should be completed and in place over the next few months.

The Board recognized staff employee Linda Diaz for her hard work, effort, and long hours working on the Trauma Policies approved at this meeting earlier.

Alpine County – Pass is closed because of new snowfall.

Amador County – Nothing to report.

Calaveras County – Al Lennox reported on receiving monitors for capnography and are in the process of conducting training. He also reported that paramedics are receiving training for interfacility transfers.

Stanislaus County – Nothing to report.

N. Next Scheduled Meeting

The next scheduled meeting will be December 13, 2006.

O. Adjournment

The meeting was adjourned at 12:11 p.m.