

**Mountain-Valley
Emergency Medical Services Agency
Board of Directors Meeting Minutes
August 19, 2009**

Location: Alpine County Services Bldg., Bear Valley Library
Bear Valley, California

Time: 10:00 a.m.

Board Members Present: Louis Boitano – Amador County; Jim Allen – Mariposa County;
Terry Woodrow – Alpine County

Board Members Absent: Jim DeMartini – Stanislaus County; Gary Tofanelli - Calaveras
County

Guests: Jeanne Boyce, Kelly Whalen, Barry Hurd, Don Campbell, David
Baugher

Staff: Steve Andriese - Executive Director; Marilyn Smith - Response
and Transport Coordinator; Tina Casias - Executive Secretary

A. Call to Order

The meeting was called to order at 10:03 a.m. by Chairperson Louis Boitano.

B. Welcome and Introductions

The Chair welcomed those present. Individual introductions were made.

C. Correspondence

There was no correspondence for this meeting.

D. Additions/Deletions, Corrections to Agenda

Steve Andriese informed Board members of the resignation of Jim Worobe, the Agency Deputy Director. Therefore, an emergency addition to the agenda was needed to ask for approval of a revised Warrants Signature Card removing Jim Worobe and adding another staff member. He requested that this addition to the agenda be presented as Agenda Item #F1.

He also requested that *Agenda Item # J-Approval of Base Hospital Designation Agreement* be put on 'hold' until Kaiser Hospital personnel arrive at the meeting.

M/S/C (Woodrow/Allen) To add agenda item F1 and approve agenda as amended

Vote – Unanimous

E. Public Forum

There were no comments from the public.

F. Approval of Consent Calendar

M/S/C (Woodrow /Allen) To approve consent calendar as presented

Vote – Unanimous

F1. Approval of Amended Warrants Signature Cards

Marilyn Smith explained that the Warrants Signature Card is for an account with the Stanislaus County Controllers Office. She explained that the Agency is required to fill out the form listing the names of the staff members allowed to sign warrants on the account. Once approved by Board members, the chairperson signs the form, and approval must be reflected in the Agency's minutes. The Agency is requesting that the following employees be allowed to sign warrants on this account: Steve Andriese, Marilyn Smith, Norma Cavanaugh, and Cindy Murdaugh.

The second account is the IRS125 account with Valley First Credit Union, and the Agency is requesting that the same individuals be allowed to also sign on this account.

M/S/C (Woodrow/Allen) To approve proposed changes on the Signature Cards on both accounts

Vote: Unanimous

G. Approval of State General Fund Contract EMS-9049

Mr. Andriese explained that this agenda item would normally be listed under the Consent Calendar. This particular contract is with the State of California, and is for monies received from the State's General Fund Account.

At the time the Agenda packet was sent out, California's State budget had not been approved. Since that time, the budget passed and it appears there has been no change in the Agency's allocation it will receive for this years contract, compared to the contract issued last year. Also, there has been no change in the Scope of Work or Objectives. The Agency is requesting approval of this contract.

M/S/C (Allen/Woodrow) To approve the State General Fund Contract

Vote: Unanimous

H. Approval of State Chemsis Trauma Data Grant EMS-9068

Mr. Andriese gave some background information to Board members. He stated that the State of California has been behind with regard to data collection and reporting at the federal, state, and local level. One of the reasons for this hold up was the need for the development of State standard definitions for data elements in order to look at EMS systems.

He explained that about two years ago, there was an approval for a data set, at the federal level, called NEMSIS (National EMS Information Systems). Based on this approval, the State finalized a State data system, which is almost the same as NEMSIS, but had additional data elements that were required only in California. This has also been approved.

These data systems are not mandatory as yet, but it is expected they will be in the near future. All of the local EMS Agencies will be required to submit their data to the State, and the State will forward this data to the National databank.

While the Agency was in this interim period where it did not know what the State data set would be, the Agency did not want to commit to a data system that may or may not be compliant with the State and National standards. Therefore, for the last 4 or 5 years, the Agency has been using a data system called EPSIS. The EPSIS data system was developed in Marin County, and was free to the Agency, as well as, any of the providers who wanted to use it.

One of the benefits that has occurred with the development of the national data set, was the establishment of EMS system gold and silver vendor credentialing. This means that any vendors selling EMS data products must have the same data elements and definitions. The Agency is now at a place in time where it needs to upgrade its data systems.

The State of California has established a DOT grant that would allow the importing of data, from LEMSA's that have data, to the CEMSIS State data system. Since the Agency does have a Trauma Data System in place, and even though it's a completely different data system, the Agency was eligible to submit a proposal for a grant to allow the uploading of Trauma data.

The Agency is asking for approval of the State CEMSIS Trauma Data Grant in the amount of \$12,000. This grant will give the Agency the ability to contract with a credentialed vendor in order to make sure any mapping done will be consistent with the State data system.

M/S/C (Allen/Woodrow) to approve the CEMSIS Trauma Data Grant

Vote – Unanimous

I. Approval of State Project to Update California Disaster Medical Network (CDMN)

Mr. Andriese explained that this project was still in the works, and there wasn't anything to bring to the Board for signature. However, he was asking the Board to be allowed to sign the contract once a grant proposal had been established with the State of California.

He proceeded to explain that since the disaster of 09/11, a void existed in the EMS System that did not allow for the assessment of local hospital capabilities or ambulance availability, on a statewide level, in the event of a large scale medical incident. In addition, there had been an ongoing problem of system status reporting and notification, to the State, of the event from the impacted county.

In 2005, Mountain-Valley worked with the State EMS Authority to contract for the Development of a web-based data system that would: 1) assess local hospital capabilities

and ambulance availability; 2) system status reporting and notification; and, 3) resource ordering and tracking. That data system was created and put in place. However, recently the federal government changed the standards for hospital assessment. It is called 'HavBed' capability, and is for the assessment of all of the hospitals.

A new criteria was developed, and the CDMN (California Disaster Medical Network) System was created. This system is connected to all the local assessment systems. In the Region IV area, the local system that all the hospitals are connected to is called 'EMSystem.' The hospitals update it on a daily basis with information on what their capabilities are. There are several different systems around the State. The CDMN system receives information from all the different systems, and updates the information on hospital bed capacity for the entire state every 10 minutes.

When the federal government changed their 'HavBed' standards, some vendors upgraded their systems with the changes. But these systems no longer matched with the CDMN System.

The State has identified some funds to be used to upgrade the CDMN System to the 'HavBed' standards. They have asked Mountain-Valley to administer the grant, and work with the vendor to complete these changes this year.

It has not been finalized, but it appears that this grant will be approved, and Mountain-Valley will be in receipt of a grant prior to the convening of the next Board meeting.

M/S/C (Woodrow/Allen) To approve the Executive Director's signing of the State CDMN project contract

Vote - Unanimous

Chairman Boitano announced that Agenda Item # J-Approval of Base Hospital Designation Agreement would be put on hold pending arrival at the meeting of Kaiser Hospital personnel.

K. Resolution for EMT Background Checks

The state regulations for EMT certification are being revised to comply with AB 2917, which requires effective July 1, 2010, that EMT applicants complete a criminal background check. This requirement includes that all EMT applicants complete a federal level background check in addition to the state level that is currently required for certification.

The resolution dated December 12, 2001, currently allows the Agency to access state and local summary criminal history information only. In order for Mountain-Valley to receive federal level criminal history, Mountain-Valley is required by the Department of Justice to amend its current resolution.

M/S/C (Allen/Woodrow) To approve resolution for background checks

Vote – Unanimous

L. FY08/09 Year-End Budget Revision

At the June 2009 Board meeting, the Board asked that the Six-Sigma training for the Agency's QI Coordinator be completed as soon as possible. Following that meeting, an opportunity arose to obtain unencumbered 2008/09 HPP (Hospital Preparedness Program) Grant monies through the Stanislaus County HPP Grant that would pay for the next Six-Sigma training course scheduled for July/August 2009.

In order to be accepted in the July/August class, the \$3,500 tuition for the course needed to be paid in June of the 2008/09 fiscal year. Since all potential expenses for the class had been budgeted in the FY09/10 budget, not the FY08/09 budget, the tuition expenditure would have exceeded the FY08/09 budgeted line item by \$2,353.

In order to take advantage of the FY08/09 grant funding, and since the \$2,353 expense would be offset by \$3,500 in new revenue for the FY, I approved the over-budgeted expenditure and request Board approval to for the revisions to the FY08/09 budget.

M/S/C (Woodrow/Allen) To approve FY08/09 budget revisions

Vote: Unanimous

M. Approval of the Revision to the Amador County Contract

At the Board of Director's meeting of June 10, 2009, the Board approved the five County contracts as shown on the Consent Calendar.

Subsequently, Amador County administrators have requested some changes to their contract. Agency staff looked over the changes, and found no major issue with them.

The changes have been made, and the Agency is requesting that the Board approve the revisions to the contract.

M/S/C (Woodrow/Allen) To approve revisions to Amador County Contract

Vote - Unanimous

N. Approval of Air Ambulance Provider Agreements

Marilyn Smith stated that the Board is being asked to approve the renewal of the air ambulance provider agreements for PHI Medical and MediFlight. Both air ambulance providers are based in Stanislaus County, and have been providing service to the region for a number of years.

Staff met with the air ambulance providers, and made some minor changes to the previous agreements, based upon operational procedures.

M/S/C (Allen/Woodrow) To approve air ambulance provider agreements for PHI Air Med and Medi-Flight

Vote: Unanimous

0. Executive Session (Government Code 54957, 54957.6)

The Board went into executive session at 10:25 a.m.

P. Results of Executive Session

The Board returned from the Executive Session at 10:55 a.m.

Board Chairman Boitano stated that they had conducted an annual salary and benefit evaluation of the Executive Director. Direction was given that he should receive the same raise as was given to other Agency staff.

Also, the resignation of the Deputy Director was accepted, and direction was given to Steve Andriese on that position.

J. Approval of Base Hospital Designation Agreement

Marilyn Smith stated that this agreement was between Kaiser Foundation Hospital Modesto and the Mountain-Valley EMS Agency. The agreement will allow Kaiser Hospital to function as a base hospital. This is the last step in the integration of Kaiser Hospital into the EMS System.

Kaiser Hospital and Mountain-Valley EMS Agency staff have met and will continue to meet on a monthly basis to ensure a smooth transition into their role as a base hospital.

The Agency is asking for Board approval.

M/S/C (Woodrow/Allen) To approve Kaiser Base Hospital agreement

Vote: Unanimous

Q. Agency and County Reports

Alpine County - nothing to report

Amador County - nothing to report

Mariposa County- nothing to report

MVEMSA Agency- Board members were reminded that several years ago, a proposal was made to the Board regarding a paramedic to nurse program. The State liked the concept, and are implementing it.

R. Next Scheduled Meeting

The next scheduled meeting will be on October 21, 2009 at Copper Fire in Copperopolis.

S. Adjournment

Chairman Louis Boitano adjourned the meeting at 11:01 a.m.