

**Mountain-Valley  
Emergency Medical Services Agency  
Board of Directors Meeting Minutes  
December 09, 2009**

Location: Copperopolis Fire Station 1  
Copperopolis, California

Time: 10:00 a.m.

Board Members Present: Louis Boitano - Amador County; Jim Allen - Mariposa County;  
Gary Tofanelli - Calaveras County; Jim DeMartini - Stanislaus  
County

Board Members Absent: Terry Woodrow, Alpine County

Guests: Dan Bobier, David Mattai, Jason LePew, Michael Kay, Russ  
Thomas, Colleen Tracy

Staff: Steve Andriese - Executive Director; Marilyn Smith - Response  
and Transport Coordinator; Tina Casias - Executive Secretary;  
Richard Murdock - Interim Deputy Director; Doug Buchanan -  
Disaster Coordinator

**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 requested to add an emergency item to the agenda. He requested to add the new Interim Deputy Director to the warrants signature card for two MVEMSA accounts.

M/S/C (Allen/Tofanelli) To Add Emergency Item to Agenda as Item # FA

**Vote:** Unanimous

**E. Public Forum**

There were no comments from the public.

**F. Approval of Consent Calendar**

M/S/C (Allen/DeMartini) To approve consent calendar as amended

**Vote** – Unanimous

**FA. Approval of Amended Warrants Signature Cards**

Steve Andriese explained that the Warrants Signature Card is for an account with the Stanislaus County Controllers Office. He 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.  
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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, Cindy Murdaugh, and Richard Murdock.

The second account is the IRS125 account with Valley First Credit Union, and the Agency is requesting that Richard Murdock be added to the list of signers that are allowed to sign on this account.

**M/S/C (Allen/Tofanelli) To Approve Emergency Item, and to Add the Temporary Deputy Director, Richard Murdock, as a Signer on both the Warrant Account and the IRS125 Account.**

**Vote:** Unanimous

**G. Emergency Policy for the Administration of H1N1 Vaccinations**

Marilyn Smith informed Board members how the Agency has worked extensively with each of the counties in the region in order to develop an H1N1 vaccination program. We submitted to the EMS Authority an expanded 'Scope of Practice' for paramedics that, if approved, would allow them to administer the H1N1 vaccine. That 'Scope of Practice' has been approved.

The program also required that a temporary 'treatment policy' be developed for the administration of the H1N1 vaccine. The policy would be effective from November 1, 2009 through June 30, 2010.

The Agency is asking that the temporary policy be approved, and that the Executive Director's signature on the MOU's with each ambulance provider be approved. The MOU's were developed with each provider agency and list the requirements each provider must meet.

**M/S/C (Tofanelli/Allen) To Approve the Temporary Policy, and Approve the Ratification of the Executive Director's Signature on the MOU's**

**Vote:** Unanimous

**H. Report on HPP Grant Funding**

Mr. Andriese asked Board members to refer to their handout entitled "LEMSA Project Scope of Work Hospital Preparedness Program 2009/10". He explained that HPP (Hospital Preparedness Program) funds are Federal Government funds administered through the California Department of Public Health. These funds have been dispersed to the Counties for hospital preparedness.

He explained that for the past several years, there had not been a specific focus on EMS

issues. Last year, the State EMS Authority put aside some funds for the EMS system for disaster preparedness. However, MVEMSA was not able to take advantage of this grant funding due to the complexity involved with submitting the grant proposals.

Mr. Andriese went on to say that this year the California Department of Health Services recognized that there were major problems in applying for the grant last year. Therefore, they have streamlined the process for this year. There is no specific dollar amount, but there are some required objectives.

The HPP Grant objectives areas follows:

1. Promote further development of Medical and Health Mutual Aid System.
2. Evaluate existing LEMSA Multi/Mass Casualty Plans, and develop protocols as necessary.
3. Participation in local partnerships/coalitions to ensure LEMSA Medical Operational plans, roles, and responsibilities are identified and defined in Public Health Preparedness and Response Activities.
4. Assist in local implementation of HAvBED Data Collection including training and exercises according to procedures disseminated by CDPH.
5. Identify potential sites for State requested and deployed Mobile Medical Assets including integration into local Multi/Mass Casualty System (identify sites for Mobile Field Hospitals).

Mr. Andriese explained that once the grant guidance document was received, each objective analyzed in order to establish the length of time required to complete the objective for each county.

He also explained that letters were sent out to all the HPP entities in each of the counties. With the exception of Stanislaus County, the other four counties were interested in participating in the funding grant. The focus would be on the four participating counties; and the total funding being requested amounted to \$34,007.30 for FY2009/2010. It is expected that this particular type of funding will also be available for FY2010/2011.

**I. Update on the Calaveras County Exclusive Operating Area Ambulance Agreements**

Mr. Andriese reported that approximately five years ago, the Agency put together an RFP for ambulance services in Calaveras County. The process took two years to complete. The contracts were awarded to Ebetts Pass Fire for the east zone, and American Legion Ambulance for the north and south zones.

The section of law (1797.22(4) of the Health and Safety Code), which allows for the development of exclusive operating areas, contains a clause that states that the bid process must be done again. However, the code does not contain a timeline. The State EMS Authority has documented an opinion indicating that the intent of the code was to establish

that the bid process must be done every 10 years.

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The Agency established the first agreements for five years, with a clause stating that the agreements can be extended for an additional 5 years, as long as performance requirements were met in the first five year period.

The contracts expire in June 2010, and the Agency is in the process of updating them. Letters of Interest were sent to both ambulance providers. Both providers responded indicating their interest in extending their contracts.

**J. EMS Data System Upgrade**

Steve Andriese reported on some background information for Board members. He stated that for several years the State of California and the Federal Government have been working on the development of a Data Set that includes data elements for the evaluation of EMS Systems. They are also in the process of developing a centralized depository for EMS data nationally, and on a statewide basis.

The Agency has been in the position of having a data system in place that was antiquated, but avoided making any changes until the new criteria had been established, due to cost factors associated with these changes for the Agency and the providers.

The new criteria was finalized about 18 months ago, and the Agency began looking at the options available for the purchase of a data system that would be compliant with both the State and National Data Systems.

As part of the process, the Agency developed an RFI (Request for Information), in order to look at the costs associated with establishing a system, and sent it out to several vendors. Several vendors responded to the request. EMSystems is one of the vendors being considered. EMSystems is the data system currently in place at the hospitals in the region for patient tracking and disaster notification.

The Agency, at this meeting, is presenting a preliminary plan to Board members in order to obtain some direction from them. Staff has had discussions with personnel from EMSystems concerning the possibility of a sole source contract with them to buy the equipment and programs needed to add to the current EMSystems already in place. This would need to be done for all of the counties in the Agency's Region.

One of the documents presented to the Board was from EMSystems and contained a timetable for implementation of the data systems over a two year period, and the associated costs to accomplish this. The Agency is proposing implementation be accomplished in phases. The reasons for this are not only the overall costs, but the problem of obtaining funding for them. The Agency is looking for outside funding sources to pay for this system.

Mr. Andriese stated that Agency staff would have a proposal to bring to the Board, by the February meeting, to actually move ahead with the project and implement.

Supervisor Tofanelli requested, at the next meeting, a breakdown of the yearly costs associated with the current system.

**K. Report on the Implementation of the CPAP Program and STEMI Pilot Program**

Based on some of the negative trending data received on the unsuccessful Nasal Intubation attempts, Dr. Mackey made a decision to remove Nasal Intubation as a skill performed by Mountain-Valley accredited Paramedics. A new device called CPAP (Continuous Positive Airway Pressure) has been implemented to improve oxygenation in a patient having respiratory problems. Each provider is responsible to submit their training curriculum for CPAP to Dr. Mackey in order to be approved. Once the training curriculum is approved, it is the responsibility of the provider to train their respective employees on the utilization of CPAP. The CPAP device can be utilized in the pre-hospital setting once the training is complete.

**L. Agency and County Reports**

MVEMSA - Recognition of Richard Murdock, who has been moved up to  
Acting Deputy Director  
Stanislaus County - nothing to report  
Calaveras County - nothing to report  
Amador County - working diligently on the dissemination of the H1N1 vaccine  
Mariposa County - nothing to report

**M. Next Scheduled Meeting-February 10, 2010. Location to be Determined.**

The Board members decided to hold the next meeting in the Board of Supervisors chambers in Amador County.

**N. Adjournment**

The meeting was adjourned by Chairman Boitano at 11:18 a.m.