

**Mountain-Valley  
Emergency Medical Services Agency  
Board of Directors Meeting Minutes  
October 9, 2019**

Location: Copperopolis Fire Station  
Training Room  
370 Main St.  
Copperopolis, CA 95228

Time: 9:00 AM

Board Members Present: Jim DeMartini (Chairperson) – Stanislaus County; Terry Woodrow – Alpine County; Jeff Brown – Amador County; Miles Menetrey – Mariposa County

Board Members Absent: Gary Tofanelli (Vice-Chairperson) – Calaveras County

Guests: Rob Withrow, Scott Lindgren, Alan McNany, Mark Brunren

Staff: Lance Doyle – Executive Director; Brenda Freese – Management Services Assistant

**A. Call to Order**

The meeting was called to order at 9:04 AM by Chairperson DeMartini with a quorum of four members present.

**B. Welcome and Introductions**

The Chairperson welcomed those present and self-introductions were made by all participants.

**C. Correspondence**

None.

**D. Additions/Deletions, Corrections to Agenda**

There were no additions, deletions or corrections to the meeting agenda.

**M/S/C (Woodrow/Brown) To approve the Agenda.**

Vote: 4-0

**Motion Passed**

**E. Public Forum**

None

**F. Approval of Consent Calendar**

**M/S/C (Woodrow/Brown) To approve the Consent Calendar.**

Vote: 4-0

**Motion Passed**

**G. FY 19/20 Alpine County Agreement**

Mr. Doyle explained the FY 19/20 Member County Agreement with Alpine County has been before this Board twice, but each time it has been sent forward to the County there have been additional changes required by County Counsel. This version reflects all requested changes to the best of the Agency's knowledge. The changes have primarily revolved around the insurance language. The Agency carries limits that exceed the County's requirements.

**M/S/C (Woodrow/Brown) To approve the FY 19/20 Alpine County Agreement.**

Vote: 4-0

**Motion Passed**

**H. Medical Director Agreement with The Permanente Medical Group for the services of Dr. Gregory Kann**

Mr. Doyle presented the revised Medical Director agreement with Dr. Kann. In June 2019 the Board approved an agreement in the Agency's standard format. However, The Permanente Medical Group requires a different process and format. The elements in the scope of work are all the same. This agreement has been reviewed by both the Agency legal counsel and Kaiser Permanente's counsel.

Chairman DeMartini observed the contract is only for ten months. Mr. Doyle explained this is to align the agreement with our fiscal year. Dr. Kann is on board now and has been working very well and very diligently. Dr. Mackey is in a transition capacity until the end of October 2019.

**M/S/C (Menetrey/Woodrow) To approve the Medical Director Agreement with The Permanente Medical Group and authorize the Executive Director to sign the contract.**

Vote: 4-0

**Motion Passed**

**I. State of California EMS Authority Agreement for FY 19/20 State General Matching Funds**

Mr. Doyle discussed the annual agreement with the State EMS Authority. The scope of work remains the same. The allocation is within \$250 of what it was last year.

Chairman DeMartini observed the allocation has not changed much over the years.

Mr. Doyle shared the Multi-County LEMSA Administrators as a group have submitted an augmentation proposal to EMSA that is being reviewed for a potential one additional FTE. There has not been a change in the augmentation is about ten years. The request was driven by a couple of the other LEMSAs who are very short staffed, but the entire group will benefit. Response from EMSA is pending.

**M/S/C (Woodrow/Brown) To approve the State of California EMS Authority Agreement for FY 19/20 State General Matching Funds and authorize the Executive Director to sign the contract.**

Vote: 4-0

**Motion Passed**

**J. First Responder ALS Provider Agreement with Buena Vista Rancheria**

Mr. Doyle presented the First Responder ALS provider agreement in Amador County for the Buena Vista Rancheria Fire Department run by CalFire. All qualifications have been met. The Agency Medical Director has approved the area for ALS. Two outstanding items are being addressed today. The engine is being inspected by Agency staff and the MOU for radio frequencies is being drawn up. As soon as the Agency verifies the department as the proper equipment in the engine, the MOU will be sent over for signature.

The department requested that since all elements are in place they would like to begin service immediately. Agency legal counsel, Derek Cole, is comfortable with a handwritten change because both parties have their signatories are in the room for this meeting. Mr. Doyle recommended starting the contract term at 12:01 am on October 10, 2019.

Supervisor Brown asked if the agreement should have signatures from both CalFire and Buena Vista Rancheria Fire Department. CalFire is currently contracted, but what would happen if at a future time Buena Vista Rancheria Fire Department contracted with someone else? Mr. Doyle responded that a new agreement would be needed.

Chief Withrow observed the agreement should be written for CalFire / Buena Vista Rancheria Fire Department. After discussion it was noted the current agreement between CalFire and Buena Vista Rancheria Fire Department is for a term of five years, which matches the term of this FRALS agreement. For the next contract however, both entities can be included in the agreement.

Supervisor Brown also asked what the response area included. Mr. Doyle explained the EMS response area is within the fire response area of the Buena Vista Rancheria Fire Department. They can also perform ALS skills if they go on mutual aid.

**M/S/C (Brown/Menetrey) To approve the First Responder ALS Provider Agreement with Buena Vista Rancheria Fire Department with a handwritten change to begin the term at 12:01 AM on October 10, 2019; and authorize the Executive Director to sign the contract.**

Vote: 4-0

**Motion Passed**

Chief Withrow thanked the Board and the Agency for allowing this FRALS service to start immediately, as this will be a great benefit to the community.

**K. Ambulance Provider Agreement with American Medical Response West**

Mr. Doyle shared the base contract was developed by the consultants with review from Agency legal counsel. This will be a five year agreement with a five year extension and incorporates all of the elements of the RFP which was previously by this Board. The agreement commences January 1, 2020.

Chairman DeMartini observed AMR is already the provider in Stanislaus County. The County had not been out to bid for many years, so the County chose to go out to bid this time to see if there might be another provider instead of just renewing the prior agreement with AMR. There was only one other bidder and AMR had the winning response mainly because their dispatch was much better. The County is okay with this agreement.

The Agency is still waiting for a final ruling from County Counsel on whether this agreement has to be presented in a public hearing, although the JPA Board is the approving authority.

**M/S/C (Woodrow/Brown) To approve the Ambulance Provider Agreement with American Medical Response West and authorize the Executive Director to sign the contract.**

Vote: 4-0

**Motion Passed**

**L. FY 18/19 Draft Year End Financial Report**

Mr. Doyle provided the draft year end financials, noting the net profit/loss within 0.5% of budget.

Chairman DeMartini asked about the cash balance. Mr. Doyle explained it includes both the Agency General Fund as well as the Stanislaus County System Enhancement Fund.

Chairman DeMartini also noted the amount spent for Consultants/Contractors. Mr. Doyle noted the work done in developing the Stanislaus and Calaveras RFPs.

**M/S/C (Menetrey/Woodrow)** To approve the FY 18/19 Draft Year End Financial Report.

Vote: 4-0

**Motion Passed**

**M. FY 18/19 Financial Audit**

Mr. Doyle informed the Board that the annual financial audit of the FY 18/19 financial records is underway. The Agency is in the third year of a five year retention of Stroub, Thomson, Noble, CPAs. The only significant change is that the EMS Authority is now requiring our audit be completed and submitted by December 31, 2019.

**N. SB 438**

Mr. Doyle reported that SB 438 was signed by the Governor about a week and a half ago. This is dispatch bill where a public entity can only be dispatched by another public entity. There was written into the bill that allows for current public entities that are under contract with a private dispatch company prior to January 1, 2019 to be grandfathered. We fit that grandfathering clause in Stanislaus County. The other four member counties are dispatched by a public agency.

The fire agencies in Stanislaus County through the JPA could opt out but that would necessitate building the medical dispatch center in SR911. There is some talk of that by the fire agencies because dispatch integration has been a topic in Stanislaus County for many years. The Agency observes this would be very difficult to accomplish and maintain the current dispatch standards.

**O. ByLaws Review**

Mr. Doyle reminded the Board asked for this item and the JPA Agreement to be brought back to this meeting.

Board discussion resulted in a consensus that no changes are needed.

**M/S/C (Woodrow/Brown)** To approve the ByLaws as written.

Vote: 4-0

**Motion Passed**

**P. Joint Powers Authority Agreement**

Chairman DeMartini noted the 180 day withdrawal clause. Board discussion did not identify any issues for correction.

**M/S/C (Menetrey/Woodrow)** To approve the Joint Powers Authority Agreement as written.

Vote: 4-0

**Motion Passed**

**Q. Agency and County Reports**

Amador – No report

Alpine – No report

Stanislaus – No report

Mariposa – Up until now there had only been small fires this season. However, a larger fire of approximately 4,000 acres is currently burning with some evacuations in place and high winds expected.

Agency –

- Contracting in Stanislaus County is underway with the Fire Agencies.
- The CAD-to-CAD project in Stanislaus County is apparently stalled. On both the EMS and Fire sides everything worked as designed. There was a launch in SR911 in the latter part of September, but it was shut down after twelve hours because there was too much information coming into the dispatch center. There is an upcoming Dispatch Commission meeting next Wednesday. The SR911 Director reports they are going to put a hold on the CAD-to-CAD project and complete some other projects they have in front of it. This is a concern to the Agency because the EMS system with the integration of fire depends on the CAD-to-CAD for monitoring of the system both for compliance and for first responder fee payment. The Agency is working through this concern.
- The Proposers Conference for the Calaveras RFP is at 2:00 PM today at the Agency office. The Calaveras Board of Supervisors accepted the RFP a couple of weeks ago. The State EMS Authority has approved the RFP.
- The response zone remapping project for Amador County has been finished up with the Agency's GIS consultant. The Agency will meet with American Legion Ambulance today to walk through the mapping and then be able to integrate that into their contract.
- The Agency is working with the Amador County Sheriff to get permission to implement the FirstWatch Online Compliance Utility, the tool we use to monitor response compliance. The goal is to have FirstWatch integrated into all of our dispatch CADs. It is currently integrated in Stanislaus and Calaveras Counties and is in the queue with CalFire for Mariposa County.
- There is a final draft of the response zone mapping for Mariposa County. Once the mapping is done, the contract for Mercy Ambulance can be developed.
- The Agency is working with Alpine County to designate a Disaster Control Facility. Right now it looks like it may be the dispatch center in Douglas County. Supervisor Woodrow noted that dispatch center is for Eastern Alpine County. Mr. Doyle noted the Agency is working to also incorporate Bear Valley and Kirkwood.

**R. Executive Session**

The Board convened Executive Session at 9:54 AM.

**S. Results of Executive Session**

The Board returned from Executive Session at 10:15 AM. Chairman DeMartini reported out:

- The Board passed unanimously the 4% COLA for Agency staff.
- The Board passed unanimously a step increase for the Deputy Director from Step 3 to Step 4.
- The Board reviewed the performance of the Executive Director and unanimously agreed on a step increase from Step 1 to Step 2.

**T. Next Scheduled Regular Meeting**

The Board asked to change the next meeting to Thursday, December 12, 2019 at 9:00 AM at the Copperopolis Fire Station Training Room.

The Board asked the Agency to provide next year's meeting calendar to the Board members for review prior to the December meeting.

**U. Adjournment**

Chairperson DeMartini adjourned the meeting at 10:22 AM.