

SOLANO EMERGENCY MEDICAL SERVICES COOPERATIVE

Board of Directors

Bill Emlen
Solano County Administrator
Chair, SEMSC

John Jansen
Health Care Consumer Rep.
Vice Chair, SEMSC

Joshua Chadwick, Fire Chief
Benicia Fire Department
Fire Chief Representative

Caesar Djavaherian, MD
Emergency Department
NorthBay Medical Center
Physicians' Forum Rep.

Greg Folsom, City Manager
City of Suisun
City Manager Representative

Thea Giboney, MHA
Medical Group Administrator
Kaiser Permanente
Medical Professional Rep.

David Piccinati, MD
Emergency Department
Sutter Solano Med. Center
Medical Professional Rep.

EMS Agency Staff

Bela Matyas, MD, MPH
Public Health Officer

Pranav Shetty, MD, MPH
EMS Agency Medical Director

Benjamin Gammon, EMT-P
EMS Agency Administrator

Counsel

Julie A. Barga
Deputy County Counsel

SEMSC Board of Directors Regular Meeting

Thursday, January 12, 2023
9:00 – 10:30 AM

701 Civic Center Blvd.
Suisun City, CA 94585

AGENDA

PUBLIC COMMENT

Members of the public who wish to comment on any item on the agenda may submit comments by emailing HSSSolanoresponds@solanocounty.com or mailing the comments to 355 Tuolumne St., Suite 2400, MS 20-240, Vallejo, CA. 94590 (Attention: SEMSC).

The comments must be received no later than Wednesday January 11, 2023, at 5:00 p.m. Copies of comments received will be provided to the Board and will become a part of the official meeting record but will not be read aloud at the meeting.

Members of the public who wish to address the Board on the special agenda item should email HSSSolanoresponds@solanocounty.com with a request. The chair will call upon speakers for public comment after the presentation of the agenda item. Each speaker will have 5 minutes to address the Board.

SEMSC does not discriminate against persons with disabilities. If you wish to participate in this meeting and will require assistance in order to do so, please call Karen Arreola at (707) 784-8155 or email HSSSolanoresponds@solanocounty.com at least 24 hours in advance of the meeting to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet will be emailed to you upon request. You may request materials by emailing HSSSolanoresponds@solanocounty.com.

SOLANO EMERGENCY MEDICAL SERVICES COOPERATIVE

Regular Board Meeting – Agenda – January 12, 2023

1. CALL TO ORDER - 9:00 a.m.

2. ROLL CALL

3. ITEMS FROM THE PUBLIC

*This portion of the meeting is reserved for persons wishing to address the Board on any matter **not** included on the agenda.*

4. APPROVAL OF THE MINUTES OF October 13, 2022 (Discussion/Action)

5. APPROVAL OF THE AGENDA (Discussion/Action)

6. REPORTS (Informational Reports)

- a. SEMSC Medical Director's Report
- b. EMS Administrator's Report
- c. Medic Ambulance Operator's Report
- d. EMS Quarterly Activity Report

Attachments: A – EMS Quarterly Activity Report for the Period of July to September 2022 EMS General Overview

- (1) EMS General Data
- (2) EMS Specialty Care Program Data
- (3) EMS Trauma One System Update
- (4) Emergency Medical Dispatch (EMD) Update
- (5) ESO EMD Data Repository Update

7. ITEMS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Board on Regular Calendar Items included on the Agenda. Each speaker shall have 2 minutes to address the Board

8. REGULAR CALENDAR (Discussion/Action)

- a. Provide update on EMS Administrator recruitment
- b. Selection of Vice Chair 2023
- c. Review and Consider Approval of Annual SEMSC Budget/Revenue Allocation Plan for FY 2023/2024, and Adoption of Resolution 22-001 Attachment: Resolution 22-001 (Annual Budget/Revenue Allocation Plan)
- d. Timeline for 2025 EOA RFP (Report/Discussion)

9. BOARD MEMBER COMMENTS

- a. Chair
- b. Directors

10. ADJOURN

To the next regularly scheduled meeting of April 13, 2023, 9:00 AM in the Suisun City Council Chambers, 701 Civic Center Blvd., Suisun City CA 94585 or via WebEx

**Solano Emergency Medical Services Cooperative (SEMSC)
Regular Meeting Minutes
October 13, 2022; 9:00AM – 10:30 AM**

BOARD MEMBERS

- Bill Emlen, Chairperson, SEMSC Board
- Joshua Chadwick, Fire Chiefs Representative
- Caesar Djavaheerian, Physicians' Forum Representative
- Greg Folsom, City Managers Representative
- Thea Giboney, Medical Professional Representative
- John Jansen, Healthcare Consumer Representative
- David Piccinati, Medical Professional Representative

STAFF

- Pranav Shetty, EMS Medical Director
- Bela Matyas, Public Health Officer
- Karen Arreola, Clerk of the Board
- ~~EMS Specialty Care Supervisor-Vacant~~
- Keith Erickson, EMS Coordinator
- Benjamin Gammon, Interim EMS Administrator
- Isabella Lim, Health Assistant
- Adelin Ansari, Health Education Specialist

AGENDA ITEMS	DISCUSSION	ACTION	RESPONSIBLE
1. Call to Order - 9:00 a.m.			
2. Introduction of New SEMSC Clerk of the Board	Karen Arreola introduced herself as the Clerk of the Board.		
3. Roll Call	Meeting called to order with a quorum present. Board Member Folsom was not present.		
4. Update form Deputy County Counsel	Deputy County Counsel, Julie Barga, gave an update of AB 361 which allows meetings to happen by teleconference. AB 361 was signed by Governor Newsom on September 16, 2021, revises Government Code section 54953 of the Brown Act and permits legislative bodies to hold meetings via teleconference without compliance with the requirements of Government Code section 54953 (b)(3), subject to certain conditions.		
5. Items from the Public	(None.)		
6. Approval of the Regular Meeting Minutes of April 14, 2022	Board Member Emlen moved to approve the Regular Meeting Minutes of the April 14, 2022, Meeting. Board Member Piccinati seconded. <u>Roll Call Vote:</u> Bill Emlen – AYE John Jansen – AYE		

	<p>Joshua Chadwick – AYE Greg Folsom – AYE Caesar Djavaherian – AYE</p>		
	<p>Thea Giboney AYE(Abstain) David Piccinati – AYE Motion passed.</p>		
7. Approval of the Agenda	<p>Board Member Jansen moved to approve the Agenda. Board Member Piccinati seconded.</p> <p>Roll Call Vote: Bill Emlen – AYE John Jansen – AYE Joshua Chadwick – AYE Greg Folsom – AYE Thea Giboney - AYE David Piccinati – AYE</p> <p>Motion passed.</p>		
8. Recognition of Departing Cooperative Chairperson	(None.)		
9. Items From the Public	(None.)		
10. Reports	(Informational Reports)		
a. SEMSC Medical Director's Report	<p>a. Dr. Pranav Shetty, Medical Director, mentioned that for the last quarter EMS did not have any EMT disciplinary cases. He added that there has been a few policy and protocol updates. The main protocol update is under the N1 Alter level of consciousness protocol. There has been an increase of the dose of Narcan that paramedics are able to provide to patients who have suspected opioid overdose. Dr. Shetty stated that there has been an increase in Fentanyl usage in the community, which is a much stronger opioid than Heroin. Because the Narcan dosage before was to treat for Heroin, the dosage had to increase to match what is needed for a Fentanyl overdose. It has been increased to 8 milligrams IV (intravenous) or IM (intramuscular) or 16 milligrams for intranasal to try and allow more latitude for paramedics to provide the best treatment possible for those suffering from opioid overdose. Dr. Shetty provided a policy update as well, for policy 3420, which outlines paramedic preceptorship, streamlining the process and removing duplicative and unnecessary barriers and putting more accountability and responsibility on the employer to</p>		

ensure the competence of their paramedic preceptors. Update on policy 3400, which removed the requirements for hospital orientation for initial paramedic accreditation. It was determined this was a routine part of paramedic internship as part of their work in traveling to hospitals, which was a duplication of efforts, in which the requirement has been removed. Also removed was the requirement for specific STEMI (ST elevation,) continuing education requirements for paramedic reaccreditation which was discussed in the past quarterly meeting with all (Solano County?) hospitals and had 0 missed cases of STEMIs from the field. Shetty stated there has not been a specific need to focus on this area but will continue to monitor the usefulness of the continued education. The Solano County EMS orientation has been changed and are now doing it by request, The county will come to the location that is necessary to provide the LEMSA orientation to the provider's agencies to reduce the burden on them to having to schedule around our county schedule in efforts of trying to be more responsive to their time and needs. EMS is currently working on some interfacility transfers protocols which falls under what is known as expanded local optional scope of practice for paramedics- to be able to expand what paramedics can do for a interfacility transfers to reduce the burden on scarce resources that specifically being critical care transport so they are expanding the scope to include the management of automatic transport ventilators to maintain blood transfusions and also to provide certain medications. Dr. Pranav stated there are precedents for this on other California LEMSA and EMS is following in some of their footsteps. In terms for the next steps on this, it is out for final comment and will be presented to EMDAC (Emergency Medical Directors Association of California) for comment and then to EMS Authority for approval. Dr. Shetty is also working on BLS protocols, which are due for an update. Currently, the Behavioral and Cardiac protocol is under review. Dr. Shetty also stated that EMS found duplication between some of the respiratory protocols which is all a work in progress. Dr. Shetty is actively working on updating several BLS protocols to put them in line with new recommendations and new circumstances in the county.

Mr. Jansen asked if Dr. Shetty was looking into also changing BLSN1 to reflect similar change of the ALSN1. Dr. Shetty responded that it would be reasonable and can certainly also do a similar change for BLSN1. Dr. Shetty added he will follow up on that change. Mr. Piccinati asked Dr. Shetty what is the volume of the 16 milligrams of Narcan cans. Dr. Shetty responded that each one is about .2 ML and is the max. If given, it will be 4 milligrams at a time every 2 minutes, and noted that Mr. Piccinati is correct and most would not get absorbed however they still want to follow on a step base pattern because there is a downside to giving too much Narcan and precipitate will fall and could potentially have an angry patient versus a simulant patient.

b. EMS Administrator's Report

b. Ben Gammon, EMS Coordinator, Interim EMS Administrator provided the following update:
Ben Gammon introduced EMS personnel updates. Desiree Miranda was promoted as a Health Education Specialist (HES) to a Senior Health Education Specialist. She will be

	<p>working halftime with EMS and half with Communicable Disease. There is also an open recruitment for HES, which is now vacant and will be closing Friday, October 14th. Ben is hoping to get good candidates and get the position filled soon. Also introduced was Karen Arreola, as the new clerk of the board. Karen is the new Administrative Secretary for the EMS Agency. Ben expressed he is happy to have her onboard and has been a great addition to the team.</p> <p>System performance updates continue to be well above average, reporting the following from the local fire agencies at their 4th quarter: Benicia Fire with 94.9 %, Dixon Fire with 98.7%, Fairfield Fire 93.7%, and Vallejo Fire at 94.8%. EOA Provider, Medic Ambulance, also continuing to do a great job at 97% with 4th quarter and overall from 20 to 2 (will go later in depth about the remaining PSAPS that need additional training). Mr. Gammon also announced that EMS is working closely with Vacaville Fire and the Vacaville Police department on an Active Shooter Drill that will take place on December 28, 2022 and January 04, 2023.</p>		
<p>c. Medic Ambulance Operator's Report</p>	<p>c. Sandy Pierson Whaley one of the owners of Medic Ambulance, gave an announcement that Medic Ambulance in the beginning of the year had their reaccreditation of the ACE accreditation which is part of the international academy of emergency dispatch and is an accredited center of excellence. Medic was first awarded in 2017 as an accredited center of excellence and added that this is their second reaccreditation process. Medic is one in thirteen agencies in California who are ACE accredited and 1 of 307 internationally. Sandy expressed how proud she was of Medic and Solano County Dispatchers to be recognized. Second award received was a Gold Plus award for Mission Lifeline from the American Heart Association. Third accreditation received was from CAS (commission of ambulance service) in which they passed their offsite review and are now looking forward to their onsite review in November 2022. Stars of light event that happened at the Capital in Sacramento and had 8 of their employees awarded along with a teenaged student from the Public Safety Academy, Tamaiah Massot, whom they nominated for performing CPR on a child from a drowning accident. The child survived thanks to the efforts of Tamaiah.</p> <p>Medic has purchased 5 new power pro 2 gurneys which are an upgrade to their current striker models and also have 6 new ambulances. Sandy expressed her gratitude to the Medic's logistic department for their efforts and organization in getting the equipment in on time at such a difficult time given the supply chain shortage. Medic went to Washington to look at new medical equipment, that has not been released, and provided feedback to make the equipment better. Medic was also invited to a Michigan event by striker to look at the future of EMS and the future design and tech. Medic has added a new retention and referral bonuses for employees to get more EMTs and Paramedics into Solano County to work with Medic Ambulance. Medic also was able to put 11 employees into paramedic school with their scholarship and has had their first graduates with one of the new paramedics starting last week. She expressed she was happy to see the fruit of the labor</p>		

	<p>giving off. Also added that she is grateful for all management and staff who has stepped in, given the low staffing the nation is experiencing with EMTs and paramedics, to be ready to respond to residents and offer coverage for Solano County. Sandy also congratulated Jimmy Pierson, President of Medic Ambulance, who was recently recognized as 1 of the 40 under 40 of the Sacramento Business Journal in Sacramento and has also been re-elected as the President for the CAA (California Ambulance Association). Also recognized, Helen Pierson, as 1 of 2 women presidents of the CAA. Being part of the CAA is a major accomplishment and has been very important, as it gives opportunity to raise awareness or feedback to the state officials on any EMS matters.</p>		
<p>d. EMS Quarterly Activity Report</p>	<p>d. EMS staff, HES Adelin Ansari and Health Assistant Isabella Lim presented the EMS quarterly activity report to the Board, with a PowerPoint presentation. It was mentioned the report covered the period of April 1, 2022, to September 30, 2022, and the topics included:</p> <ul style="list-style-type: none"> • EMS Protocols and procedures • EMS Applications • EMS Week (May 15-21) • Immunization Program Updates • General EMS Data & EMS Dashboard • Specialty Care Programs • New and Upcoming Projects <p>Board member Jansen asked if the data on ALS transport, being at 80%, was correct. Ms. Ansari confirmed. Mr. Jansen added that it was hard for him to believe that vast majority of the Code 2 transport were ALS, which would mean the county would have a 90% of ALS which seemed odd. Dr. Shetty added that he believes part of it is the way how the transfer to hospitals is structured. Medic Ambulance and Fire agencies are discussing how to provide an alternative way of service for patients that may not require ALS interventions on route to the hospital. ALS is the default mechanism of transport to the hospital but are currently trying to find ways to better optimize the resources that we use for the needs of the patients. Dr. Shetty stated there will be changes on how the data is presented over the next months as we find a better route on how to provide level of care without it being categorized as ALS. Dr. Shetty added that Mr. Jansen is correct on how the ALS number is higher than expected but it is not necessarily reflecting the need of ALS. Dr. Shetty also noted that he is working closely with Medic Ambulance and First Responder agencies to figure out how to give the proper level of care. Mr. Jansen asked Dr. Shetty that if patients were in ALS ambulances without receiving ALS treatments. Dr. Shetty confirmed that is his understanding but that it is hard to disaggregate because sometimes when you go by an ALS ambulance, for example a</p>		

	<p>placement of IV, is not ALS intervention but when you go to (50:31) Dr. Jansen stated he understand Dr. Shetty's point and was only surprised to see the ALS rate so high when neighboring counties don't. Dr. Shetty agreed with Mr. Jansen and explained it is only because ALS is their default but is working on getting that changed to best reflect numbers. Board member Chadwick also noted that he agreed with Mr. Jansen that ALS is getting coded wrongly. Dr. Matyas added that we are mostly seeing a trigger biased rather than a practice biased and should not use ALS rigs for BLS transports. Dr. Shetty confirmed that once this issue is fixed, the numbers will change accordingly. Medic Ambulance Supervisor, Brian Meader, added that every 9-1-1 call gets a paramedic unit with a paramedic ALS level of service but does not always transfer that way. He noted he will work closely with EMS staff to provide correct numbers for data analysis. Mr. Meader also added that there has been a handful number of times that ALS calls get changed to BLS and saves about 45 minutes of time. Mr. Djavaherian asked if we were reaching a peak for 9-1-1 calls. Mr. Gammon responded that there has been an increase in numbers with call volume, however, there has been a decrease on hospital numbers suggesting that most of these calls are not transports to hospitals. Mr. Djavaherian asked if this was a new normal post COVID for 9-1-1 calls. Mr. Gammon responded that it is hard to say but suggested they can pull data from the calls to categorize and see which calls are specifically COVID related.</p>		
e. Administrator Appointment Update	e. Dr. Matyas gave an announcement that the county board of supervisors has approved the creation of the administrator classification as well as a salary skill. The recruitment is going out and will hopefully have a selection by the next SEMSC Quarterly meeting, with the help of board members being involved in the interview panel for hiring.		
f. Implementation Plan	f. Ben Gammon updated the board that he is actively working with all the PSAPS and the cities that will meet approved extensions to work with them on staffing and implementation time. Mr. Gammon stated they are in discussions with 3 out of 4 cities, with the goal being all 4. There has been issues because each city has their own obstacle but are working through to mandating EMD to standardize Solano County to receive the same level of service, life saving measure, PAI, and pre-arrival instructions. Mr. Gammon stated they are being cautious of city policies and procedures. Solano SO is now up and live and have learned that there is concerns that cities were having on adding to job descriptions and labor disputes. Mr. Gammon stated that himself, MJulie and Dr. Shetty have been working with each city independently on what their needs are and on getting a timeline on when they will be going live with EMD.		
11. Regular Calendar	(Discussion/Action)		
1. SEMSC Fiscal/Budget Update (Informational Report)	Amanda Sherwood, project manager, updated the board on the actual expenditures for FY 21/22. Ms. Sherwood previously reported at the April 14 meeting, the Solano EMS agency has been able to fund staff with COVID and Non COVID funding to have salary savings for the Emergency Medical Dispatch. The SEMSC fund balance as of June 30, 2021, was \$501,700, and as of 6/30/2022, it was \$765,356. This will allow enough funding to purchase Emergency		

	<p>Medical Dispatch at \$330,000 with a remaining reserve of \$435,365. Ms. Sherwood also noted that the 1.7 million dollars was required under the current Public Private Partnership (PPP) for the ALS First Responder Emergency Services Agreement and transition to the City of Fairfield in FY 2020/21. SEMSC had no fines or violations for FY 21/22. The Budget update being presented looks a little different to align closely with the County budget and account for expenditures correctly. The categories and presentation changed, but the approved budget amounts did not change. County & Department Overhead were combined for indirect expenses, which increased direct expenses. The total costs were \$505,292 less than approved, resulting from salary savings in vacancies and other funding sources. Initially, \$2,871,220 million was budgeted for Revenue. The 1.7 million dollars for PPP did not pass through the County. The County also did not utilize any carryover or draw from reserves. This resulted in \$931,584 in Revenue. Ms. Sherwood added that overall, there is \$265,656 that has been added to the reserves.</p> <p>Mr. Chadwick asked if it was possible receive the budget report with the meeting packets for future SEMSC meetings. Mr. Gammon responded he can arrange for all board members to receive the budget copy. Ms. Giboney wanted to express her appreciation on the clarity and follow up on the budget report.</p>		
<p>12. Board Member Comments:</p>	<p>Mr. Jansen stated he had previously asked for the ambulance contract be a regular standing agenda item and has not seen it. Mr. Jansen when will there be information sent out for the renewal of the contract due to 2025 approaching and wanting to get ahead on it for planning purposes. Dr. Matyas apologized for missing on the request from last meeting and said the proposal will be available at the January 2023 meeting and will be open to discussion on how the board would like to proceed and have the pros timeline available. Dr. Matyas agreed that he wants to make sure everything is done in a timely fashioned way. Mr. Jansen also asked for what is the basic level of EMS knowledge on the volunteered fire department. Mr. Gammon responded he can send out a basic service survey to all fire districts for EMS purposes. Mr. Jansen added he just wanted to know where we can help on providing the best level of EMS care to residents of the county.</p> <p>Mr. Folsom wanted to bring to attention that the meeting invite had the correct link to the virtual SEMSC meeting, but the one that was on the agenda had an incorrect telephone access. Dr. Matyas added that moving forward, this would most likely be our last Webex meeting due to the COVID State Mandate ending.</p>		
<p>a. Chairperson</p>	<p>a. (None.)</p>		
<p>b. Directors</p>	<p>b. (None.)</p>	<p>**</p>	

		**	
13. Adjournment	Meeting adjourned at 10:27 a.m. Approximately and the next Regular Meeting of January 12, 2023, at 9:00 a.m., will be held in the Suisun City Chambers, 701 Civic Center Blvd., Suisun City, CA 94585.		

Solano Emergency Medical Services Cooperative
Regular Board of Directors Meeting

Meeting Date: 1/12/2023

6. REPORTS

a. SEMSC Medical Director's Report (verbal update, no action)

No new policies were enacted since the last Board Meeting but there are a number that are being revised and will be finalized once the comment period ends.

Solano EMS policies and protocols are available on the internet at
<http://www.co.solano.ca.us/depts/ems/>

Solano Emergency Medical Services Cooperative
Regular Board of Directors Meeting

Meeting Date: 1/12/2023

6. REPORTS

b. EMS Administrator's Report

b.1. General Update

- *Staffing updates*

b.2. System Performance (FY 2022/2023)

- Response time Percentages (EOA Provider)
1st Quarter
 - Medic: 97.2%
- Response time Percentages (PPP Providers)
1st Quarter
 - Benicia: 97.9%
 - Dixon: 95.7%
 - Fairfield: 93.6%
 - Vallejo: 95.0%

b.3. System Updates

- Emergency Medical Dispatch (EMD)

Solano Emergency Medical Services Cooperative
Regular Board of Directors Meeting

Meeting Date: 1/12/2023

6. REPORTS

- c. **Medic Ambulance Operator Report (verbal update, no action)**

Solano Emergency Medical Services Cooperative
Regular Board of Directors Meeting

Meeting Date: 1/12/2023

6. REPORTS

d. EMS Activity Report

Attachments:

A – EMS Quarterly Activity Report for the Period of July to September 2022

including:

- (1) EMS General Overview**
- (2) EMS General Data**
- (3) EMS Specialty Care Program Data**
- (4) EMS Trauma One**
- (5) Emergency Medical Dispatch (EMD)**
- (6) ESO EMD Data Repository**

**Solano Emergency Medical Services Cooperative
Regular Board of Directors Meeting**

Meeting Date: 1/12/2023

8. REGULAR CALENDAR

a. Provide update on EMS Administrator Recruitment

BACKGROUND:

In the past meetings we have reported on our efforts to fill the current open Administrator position. We are happy to announce that Benjamin Gammon has accepted the full-time position as our New EMS Administrator. He has been acting in the Interim role since Ted Selby's retirement.

LEGAL REVIEW SUFFICIENCY: This item has been reviewed as to form by County Counsel.

Solano Emergency Medical Services Cooperative
Regular Board of Directors Meeting

Meeting Date: 1/12/2023

8. REGULAR CALENDAR

b. Selection of Vice Chair 2023

BACKGROUND:

In accordance with the SEMSC Bylaws, the SEMSC Board shall be comprised of seven members: the Solano County Administrator; one City Manager selected by the Solano County City Managers; one Fire Chief selected by the Solano-Napa Counties Fire Chiefs organization; two Medical Professional Representatives selected by the Solano County hospitals with emergency rooms; one Physicians' Forum Representative selected by the Physicians' Forum; and one Healthcare Consumer Representative selected by the other six members of the board. Each Board Member appointment is for a term of four years, with the exception of the Chair, which is a permanent appointment. The Bylaws provide for the annual election of the Vice Chair.

As indicated above, the Board must elect a Vice Chair annually. Pursuant to Article V, Section C, of the Solano Emergency Medical Services Cooperative (SEMSC) Bylaws, "The Board, at its regular January meeting, shall elect the Vice Chair, who shall hold office for a term of one (1) year unless the Vice Chair resigns. Should the Vice Chair resign, the Board shall elect a new Vice Chair who shall hold office for the remainder of the term.

LEGAL REVIEW SUFFICIENCY: This item has been reviewed as to form by County Counsel.

Solano Emergency Medical Services Cooperative
Regular Board of Directors Meeting

Meeting Date: 1/12/2023

8. REGULAR CALENDAR

- c. Discuss and Consider Approval of the SEMSC Budget/Revenue Allocation Plan for FY 2023/2024 and Adoption of Resolution 21-001**

**Attachments: A – Resolution 21-001
B – Expenses/Revenue
C – Historical Reserve Balance**

LEGAL REVIEW SUFFICIENCY: This item has been reviewed as to form by County

**Solano Emergency Medical Services Cooperative
Regular Board of Directors Meeting**

Meeting Date: 1/12/2023

8. REGULAR CALENDAR

d. Timeline for 2025 EOA RFP (Report/Discussion)

Attachments: A – EOA Timeline Graph

BACKGROUND:

Planning on starting the RFP process this May 2023. See attached timeline.

LEGAL REVIEW SUFFICIENCY: This item has been reviewed as to form by County Counsel.

SEMSC Board Meeting EMS Quarterly Activity Report Outline

January 12, 2023

I. General Overview

Quarterly Activity Report:

- EMS Applications
 - EMT
 - Paramedic
 - MICN
- Active Shooter Drill
 - December 28, 2022
 - January 4, 2023
- Immunization Program Updates
 - COVID-19
 - FLU
 - MPOX
 - Tdap
- General EMS Data & EMS Dashboard
 - 911 Call Volume
 - Transport Level of Treatment
 - APOT
- Specialty Care Programs
 - EDAP
 - Stroke
 - Trauma
 - STEMI
- New & Upcoming Projects
 - Social Media
 - EMS Data Group
 - LEMSA Orientations
 - Future Events

8-c Attachment A

**RESOLUTION NO. 21-001
RESOLUTION OF THE SOLANO COUNTY EMERGENCY
MEDICAL SERVICES COOPERATIVE
SUBMISSION OF ANNUAL BUDGET AND REVENUE ALLOCATION PLAN**

WHEREAS, the Solano Emergency Medical Services Cooperative (SEMSC) was established under the authority of Government Code §6500, and through a Joint Powers Agreement initially executed in February 1996 and is recognized as the Emergency Medical Services Agency under Health and Safety Code §1797.50, and is named as such for Solano County by Solano County Board of Supervisors Ordinance No. 1527; and

WHEREAS, the SEMSC in its role as the Emergency Medical Services Agency has the primary responsibility for the administration and implementation of an emergency medical services system in Solano County; and

WHEREAS, the SEMSC has entered into a Memorandum of Understanding (MOU) with the Solano County Health and Social Services (H&SS) Department to establish the scope of services between SEMSC and H&SS relative to Emergency Medical Services (EMS) in Solano County; and

WHEREAS, pursuant to the SEMSC Bylaws, this budget presentation includes personnel, overhead, and direct expenses; prepared and attached is the Fiscal Year (FY) 2023/2024 budget of \$1,208,765 in expenditures (i.e. salaries, benefits, services and supplies, and transfers outside and within the H&SS fund) and \$1,208,765 in revenue (i.e. licenses, permits, franchise fees, fines, forfeitures, penalties, assessments, pass through revenue, and revenue from use of money/property) for adoption by the SEMSC; and

WHEREAS, the SEMSC Board of Directors has determined that the annual budget should be presented to the SEMSC Board for review and acceptance in advance of the end of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the SEMSC Board adopts the attached Annual SEMSC Budget/Revenue Allocation Plan for the FY 2023/2024.

Passed and adopted by the Board of Directors of the Solano County Emergency Medical Services Cooperative on January 12, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bill Emlen
Chair of the SEMSC Board

Attest:

Karen Arreola
Clerk of the SEMSC Board

8-c Attachment B

EXPENSES						
		Approved FY 2022/23		Proposed FY 2023/24	Variance	
SALARIES AND BENEFITS	FTE		FTE			
Administrator	1.0	240,948	1.0	186,415		(54,533)
EMS Coordinator	1.0	165,760	2.0	307,180		141,420
Clinic RN Sr	1.0	165,200	-	-		(165,200)
Health Education Specialist	1.0	125,080	1.0	125,080		-
Health Assistant	1.0	100,320	1.0	93,610		(6,710)
Administrative Secretary	1.0	112,590	0.5	49,601		(62,989)
Project Manager	0.2	31,930	0.2	29,019		(2,911)
		941,828		790,905		(150,923)
SERVICES, SUPPLIES & CONTRACTS						
Medical Director		38,330		39,860		1,530
County Counsel		25,000		40,000		15,000
Auditor Controller		20,000		23,000		3,000
Operating Expenses - includes operating expenses and IT services		136,980		148,000		11,020
		220,310		250,860		30,550
COUNTYWIDE OVERHEAD (Transfers outside H&SS)						
Countrywide Overhead - includes Sheriff's services, Groundskeeping, Building Maintenance and Custodial charges		74,000		77,000		3,000
DEPARTMENTAL OVERHEAD (Transfer within H&SS)						
H&SS overhead		90,000		90,000		-
TOTAL:		1,326,138		1,208,765		(117,373)

REVENUE						
		Approved FY 2022/23		Proposed FY 2023/24	Variance	
LICENSES, PERMITS & FRANCHISE FEES						
EOA Franchise Fee:		600,000		600,000		-
LII Trauma Designation Fees		189,000		199,206		10,206
LIII Trauma Designation Fees		63,000		66,402		3,402
STEMI Designation Fees (x2)		25,200		26,561		1,361
EDAP Designation Fees (x4)		18,900		19,921		1,021
Stroke Designation Fees (x4)		25,200		26,561		1,361
Base Station Designation Fees (x4)		25,200		26,561		1,361
BLS Ambulance/Provider Fees		15,750		11,067		(4,683)
CCT Ambulance Provider Fees		45,000		-		(45,000)
Air Ambulance Permit		4,200		4,427		227
Paramedic Accreditation, EMT Certification/Registration/Mobile Intensive Care Nurse		31,500		33,201		1,701
Ambulance Inspection		11,000		11,594		594
		1,053,950		1,025,500		(28,450)
FINES FOREFEITURES, PENNALTIES & ASSESSMENTS						
Anticipated fines for violations		1,500		1,500		-
GRANTS, ALLOCATIONS & DESIGNATED FUNDING						
Maddy Fund Administration		55,000		55,000		-
COVID-19 Related Funding for Redirected Staff		-		138,650		138,650
		55,000		193,650		138,650
REVENUE FROM USE OF MONEY						
Interest earned on allocations and reserves		10,000		10,000		-
TRANSFERS FROM RESERVES						
Carryover from previous years		205,688		(21,885)		(227,573)
TOTAL:		1,326,138		1,208,765		(117,373)

Historical Reserve Balance

2013/14	\$102,925
2014/15	\$348,761
2015/16	\$592,702
2016/17	\$575,045
2017/18	\$543,284
2018/19	\$217,369
2019/20	\$48,396
2020/21	\$501,700
2021/22	\$721,699

Timeline for EOA Contract

MAY 2023 Begin Consultant Search

JULY 2023 Engage Consulting Firm

SEPT 2023 EMS System Review Completed

OCT 2023 Draft RFP (Stakeholder Engagement)

FEB 2024 Approve Draft/Submit to EMSA

APR 2024 Post/Disseminate Final Approved RFP

JULY 2024 Proposals Reviewed/Scored/Contractor Selected

SEPT 2024 Announce Selected Contractor

SEPT 2024 Protest Period Ends

OCT 2024 Contract Awarded

MAY 2025 New Contract Implemented