

3340 Glenwood Street, Eureka, CA 95501 (707) 445-2081 (800) 282-0088 FAX (707) 445-0443

MEMORANDUM

DATE: March 2, 2021

TO: Joint Powers Agency Governing Board Members

FROM: Larry Karsteadt, Executive Director
Lee Hawkins, Fiscal Manager
Nicole Mobley, Executive Assistant and JPA Board Secretary

RE: **North Coast EMS Governing Board Meeting Agenda and Packet: March 11, 2021**

The next Joint Powers Authority (JPA) Governing Board meeting is scheduled for:

Thursday, March 11, 2021 - 10:30am via Zoom

We extend our appreciation to continuing North Coast EMS JPA Governing Board Chair and Member, Humboldt County Supervisor Rex Bohn, and new Member and former Alternate, Lake County Supervisor Moke Simon. We also welcome new Joint Powers Governing Board Member Del Norte County Supervisor Darrin Short and new Governing Board Alternates: Del Norte County Supervisor Gerry Hemmingsen, Humboldt County Health Officer Ian Hoffman, M.D., and Lake County Supervisor Jessica Pyska.

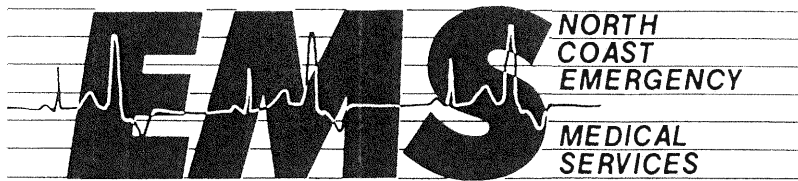
For those of you who are new to the JPA Board, we are pleased to introduce our core North Coast EMS team: Regional Medical Director Matthew Karp, M.D., Associate Director Wendy Chapman, Regional EMS/Disaster Coordinator Kayce Hurd, EMT-P, Fiscal Manager Lee Hawkins, Executive Assistant and Board Secretary Nicole Mobley and contractors Rita Henderson, R.N. (Trauma/Emergency Department Approved for Pediatrics), Pam Mather, R.N. (Exclusive Operating Area/Quality Improvement) and Stayce Curry, R.N. (Behavioral Health/5150), most of whom will attend the meeting.

The March 11th JPA Board meeting will include action item requests to approve: variance between the Humboldt County Transportation Plan and the Exclusive Operating Area contracts with City Ambulance of Eureka and Arcata-Mad River Ambulance; the proposed JPA 2021 Meeting Schedule; and, several budget related requests including: acceptance of the Warrant List; use of the Med Net Trust Fund to reimburse costs associated with the Med Net Mtn. Top Repeater System in Humboldt County; approval of FY 2020-21 Fiscal Reports and FY 2020-21 General Fund Budget Revision; and, pre-approval of continuation contract execution and the Proposed FY 2021-22 General Fund and HPP Disaster Budgets. The Board will also conduct the

election of the Vice-Chair and receive updates including FY 2020-21 General Fund Quarter Two Report; CDPH HPP Disaster and COVID Reports; a report on the status of trauma center and Emergency Department Approved for Pediatric (EDAP) site surveys; discussion of contingency planning specific to the Last Chance Grade and ambulance coverage of the Klamath area; and other program updates.

Please let us know if you have any questions.

cc: JPA Board Members - Humboldt County – Supervisor Rex Bohn, Alternate,
Ian Hoffman M.D., Humboldt County Health Officer
Lake County – Supervisor Moke Simon, Alternate, Supervisor Jessica Pyska
Del Norte County – Supervisor Darrin Short, Alternate, Supervisor Gerry Hemmingsen
Gary Pace, M.D, Lake County Health Officer
Warren Rehwaldt, M.D., Del Norte County Health Officer
Jay Sarina, Del Norte County CAO
Amy Nilsen, Humboldt County CAO
Carol J. Huchingson, Lake County CAO
Denise Pomeroy, R.N., Health Services Director
Michele Stephens, R.N., Director of Public Health
Doug Shaw, COO, Mad River Community Hospital
Dr. Roberta Luskin-Hawk, M.D., Administrator, St. Joseph and Redwood Memorial
Matt Rees, Administrator, Jerold Phelps Community Hospital
Scott Knight, CAO, Sutter-Lakeside Hospital
David Santos, VP Operations, Adventist Health Clearlake
Doug Boileau, Humboldt County EMCC Chair
Jaison Chand, City Ambulance
Jim Dowdy, Lake County EMCC Chair
Ron Sandler, Del Norte Ambulance
Lake County Fire Chiefs
Joe Gregorio, REACH
Lisa Neuger, M.D., Trauma Medical Director, St Joseph Hospital
Bruce Barker, M.D., Trauma Medical Director, Mad River Community Hospital
Kari Vandiver, Trauma Nurse Manager, St Joseph Hospital
Tina Wood, Trauma Nurse Manager, Mad River Community Hospital
Karen White, CNO, Jerold Phelps Community Hospital
Colleen Assavapitkul, CNE, Adventist Health Clearlake
Pauline Orr, CNE, Sutter Lakeside Hospital
Kerin Mase, CNE, Sutter Coast Hospital
Matt Karp, M.D, Medical Director North Coast EMS
Wendy Chapman, Associate Director North Coast EMS
Kayce Hurd, Regional EMS/Disaster Coordinator North Coast EMS
Stayce Curry, R.N., Behavioral Health Contractor
Rita Henderson, R.N., Trauma Nurse and EDAP Contractor
Pam Mather, Exclusive Operating Area Contractor



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North Coast EMS Joint Powers Governing Board Meeting Agenda

Thursday March 11, 2021 - 10:30am

This meeting will be using the ZOOM platform. Please use the link, or phone number listed below:

<https://us02web.zoom.us/j/86546597599>

Meeting ID: 865 4659 7599
One tap mobile
+16699006833,,86546597599#

Unless otherwise noted, all items on the agenda are subject to action by the Governing Board.

A. Call to Order:

1. Welcome and Introductions (Bohn)
2. Agenda Additions, Corrections and/or Deletions (Bohn) (Pages

B. Consent Calendar -These items are routine in nature. Prior to the meeting, any member of the public may request any member of the Board to pull a particular item for further discussion. During the meeting, any Board member may do so and any attendee may request any Board member to do so.

1. **Subject:** Request to Approve the October 22, 2020 Meeting and November 5, 2020 Extension Meeting Minutes (Bohn)
Recommendation: Approve Minutes (**Pages 11-20**)
2. **Subject:** Communications In and Out (Karsteadt)
Recommendation: Receive and File Written Report (**Page 21**)

C. Old Business

1. **Subject:** FY 20-21 General Fund Second Quarter Progress Report, the FY 20-21 Mid-Year HPP Disaster Report, the FY 20-21 HPP COVID Quarter 1 and 2 Report and a COVID Behavioral Health Activities Report (Karsteadt/Chapman/Hurd/Curry)
(**Link provided**) **Recommendation:** Receive Written and Verbal Reports
2. **Subject:** Humboldt County Exclusive Operating Area (EOA) and Del Norte County EOA Update (Karsteadt/Mather) **Recommendation:** Accept Update and Variances

3. **Subject:** Trauma Center and EDAP Site Survey Updates (Karsteadt/Karp/Henderson)
Recommendation: Take Action as Appropriate

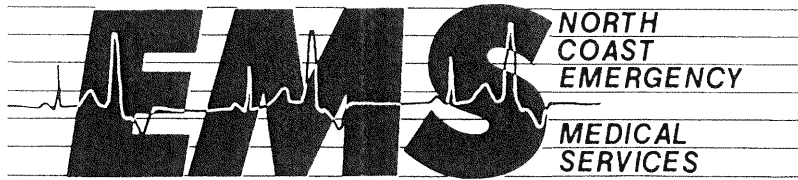
D. New Business:

1. **Subject:** North Coast EMS Power Point Presentation: EMS 101 (Karsteadt)
(Link provided)
Recommendation: Accept Written and Verbal Reports
2. **Subject:** Last Chance Grade Contingency Plans for Ambulance Coverage of Southern Del Norte County (Karsteadt/Short/Sandler/Tweed)
Recommendation: Receive Written and Verbal Reports
3. **Subject:** JPA Board Election: Vice-Chair (Bohn)
Recommendation: Elect a Vice-Chair
4. **Subject:** 2021 JPA Board Meeting Schedule (Board)
Recommendation: Accept or Modify Proposed Meeting Dates (**Page 35**)

E. Fiscal Business:

1. **Subject:** Review the Year-to-Date Warrant List – Sent to JPA Board Members Only
Recommendation: Accept Warrant List
2. **Subject:** Approve Use of Med Net Trust Fund for RWS Services (Karsteadt)
Recommendation: Approve Use of Trust Fund as Requested
3. **Subject:** Accept FY 2020-21 Fiscal Reports and FY 2020-21 Proposed GF Budget Revision (Karsteadt/Hawkins) (**Pages 36-39**)
Recommendation: Approve Fiscal Reports and Proposed Budget Revision
4. **Subject:** Pre-approve FY 2021-22 Operational Contract Execution Plan: General Fund, CDPH HPP Disaster, ICEMA) (Karsteadt)
Recommendation: Pre-approve Contract Execution by Executive Director
5. **Subject:** Approve FY 2021-22 General Fund and HPP Disaster Budgets (Karsteadt/Hawkins) (**Pages 40-41**)
Recommendation: Approve Budgets as Requested

F. Other Business: JPA Board Members, North Coast EMS, Guests



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**North Coast EMS Joint Powers Governing Board Meeting Presentation
Thursday March 11, 2021 - 10:30am**

Larry Karsteadt, Executive Director

This meeting will be using the ZOOM platform. Please use the link, or phone number listed below:

<https://us02web.zoom.us/j/86546597599>

**Meeting ID: 865 4659 7599
One tap mobile
+16699006833,,86546597599#**

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A. Call to Order

1. Welcome and Introductions (Bohn)
2. Agenda Additions, Corrections and/or Deletions (Bohn)

B. Consent Calendar -These items are routine in nature. Prior to the meeting, any member of the public may request any member of the Board to pull a particular item for further discussion. During the meeting, any Board member may do so and any attendee may request any Board member to do so.

1. **Subject:** Request to Approve the October 22, 2020 Meeting Minutes and November 5, 2020 Continuation Meeting Minutes (Bohn)

Importantly, in the Continuation Minutes, the Board directed the Agency to re-review the Executive Director and Executive Assistant approved salary adjustments and the Medical Director hours increase in six months. At this time, we respectfully request that we reassess this plan prior to the next meeting, and if we recommend additional adjustments, we will do so in Closed Session. We need to first evaluate the long-term impact on future budgets, and we are also planning to assess potential changes to the Employee Retirement Plan as an alternative.

Recommendation: Approve Minutes (Pages 11-20)

2. Subject: Communications In and Out (Karsteadt)

North Coast EMS annually submits several state required Emergency Medical Service Plan Updates to the California EMS Authority (CEMSA) for approval, including the: Regional EMS Plan, Trauma System Specialty Care Plan, ST Elevation Myocardial Infarction (STEMI) Specialty Care Plan, EMS for Children (EMSC) Specialty Care Plan and Regional Quality Improvement Plan (QIP). All of these Plan Updates have recently been approved and the enclosed letter from CEMSA extends the new annual plan due date to 180 days after the cessation of the pandemic. [S:\\\$SHARED FILES\EMS Plan\COVID extension 8-2020.pdf](#)

(Page 21)

Recommendation: Receive and File Written Report

C. Old Business

- 1. Subject:** FY 20-21 General Fund Second Quarter Progress Report [S:\\\$SHARED FILES\General Fund\Quarterly Reports\20-21\GFO2NCEMS Report FY20-21 FINAL.docx](#), the FY 20-21 Mid-Year HPP Disaster Report [S:\\\$SHARED FILES\HPP Grant\NCEMS Mid-Year HPP Report FY 20-21.pdf](#) the FY 20-21 HPP COVID Quarter 1 and 2 Report [S:\\\$SHARED FILES\HPP Grant\COVID GRANT Docs\COVID Q1 & 2 P Report NCEMS Work.xlsx](#) and COVID Behavioral Health Activities Report (Karsteadt/Chapman/Hurd/Curry)

North Coast EMS is required by CEMSA and CDPH to submit the above listed quarterly or semi-annual progress reports. The links to these reports and a Behavioral Health Covid Activities Report from contractor Stayce Curry are included for your information.

Recommendation: Receive Written and Verbal Reports (**Pages 33-34**)

- 2. Subject:** Humboldt County Exclusive Operating Area (EOA) and Del Norte County EOA Update (Karsteadt/Mather)

The Humboldt County Board of Supervisors previously approved, in concept, the process to grant ambulance provider operating area antitrust exclusivity in the Eureka and Arcata ambulance zones. North Coast EMS subsequently verified eligibility to grandfather City Ambulance (CAE) in the Eureka zone and Arcata-Mad River Ambulance (AMRA) in the Arcata zone, prepared the Humboldt County Transportation Plan (HCTP) that addresses non-competitive exclusivity, secured JPA Board and CEMSA approval of the HCTP and prepared draft EOA contracts with both providers. Those contracts are currently under final provider review and we hope to execute soon.

The draft EOA contracts vary from the approved HCTP as follows:

- The HCTP references inclusion of a provider performance bond, which we later decided was not necessary. The JPA Board approved this variance at the last Governing Board meeting.

- We did not provide base hospitals and "stakeholders" a review period of draft EOA contracts. We did, however, summarize components of the HCTP at a JPA meeting, distributed the draft HCTP to Humboldt County providers, hospitals and interested others for review and input, and presented contract highlights at the January 2021 Medical Advisory Committee. Because the contracts reflect the publicly reviewed HCTP with the these two differences, one already approved by the Board, we believe that stakeholder review has been sufficiently addressed and no further action is needed.

Pending final review by the provider's and North Coast EMS, the draft contracts cover areas introduced in HCTP as highlighted below:

- Requires continued coverage of the Fortuna and Garberville subzones by City Ambulance as a condition of exclusivity for the Eureka area.
- North Coast EMS established initial response time standards (90th percentile based on a four-year history) and will periodically evaluate ongoing compliance to these baseline criteria.
- Providers will be held accountable for performance standards (i.e., response times, quarterly QIP process, periodic reports, etc.) as stipulated in contract.
- Providers will continue to be held accountable to their permit granted by Humboldt County.
- Providers quarterly reporting is clearly delineated.
- EOA Oversight Officer role poised to monitor system performance and provide periodic reporting, approved by Executive Director, to the JPA Governing Board.
- Penalties/Fines section (w/180-day grace period) tentatively agreed upon.
- Initial contract period is for 5 years.
- Substantial un-remediated non-compliance would be addressed by the JPA Governing Board and exclusivity could be probated, suspended, or revoked for cause.

Importantly, both providers have continuously provided ambulance services within these zones at the same or enhanced manner and scope since before 1981 and anti-trust exclusivity is well deserved.

We have also received a written request from Del Norte Ambulance (DNA) for us to evaluate eligibility for non-competitive exclusivity in Del Norte County. We initiated a review and are awaiting concurrence that EOA expert/contractor Dr. Richard Narad will assist with the eligibility review process. Previously, we received a verbal notice from CAE that they are potentially interested in requesting non-competitive exclusivity in the Fortuna and Garberville ambulance zones, and a verbal and written notice that South Lake County Fire Protection District is interested in a future non-competitive exclusivity assessment as well. Each of these antitrust processes is complicated, expensive, requires eligibility verification and BOS concurrence, and JPA Board and CEMSA approval of associated Transportation (EOA) Plans.

At the last meeting the JPA Board approved annual fees to cover associated North Coast EMS EOA costs and we recently distributed those invoices to CAE, AMRA and DNA.

Recommendation: Accept Update and Variances

3. Subject: Trauma Center and Emergency Department Approved for Pediatrics (EDAP) Site Survey Updates (Karsteadt/Karp/Henderson)

In the third week of November of 2020, North Coast EMS survey teams conducted three trauma center and five EDAP site surveys. The Level IV trauma center survey at Sutter-Lakeside Hospital was conducted by Dr. Troy Falck of S-SV EMS, Rita Henderson, R.N., Cheryl Wraa, R.N., and by zoom, Kayce Hurd and me, with Dr. Karp as an observer. The St. Joseph and Mad River trauma center surveys were conducted by Dr. David Shatz (UCD-MC Trauma Surgeon and American College of Surgeons surveyor), and the above team with Dr. Karp as a surveyor without Dr. Falk. The five EDAP surveys to Sutter-Lakeside, Adventist-Clearlake, Mad River, J. Phelps and Sutter-Coast included the same team less Drs. Shatz and Falck. EDAP surveys at Redwood and St. Joseph Hospitals, and the Sutter-Coast Hospital trauma center survey, were conducted previously. We have since distributed follow-up letters to each trauma center and EDAP with strengths, findings and opportunities for improvement. The responses are due in March and we will evaluate next steps after review of those responses. We also recently conducted the Humboldt-Del Norte Trauma Advisory Committee (TAC) meeting and the Lake County TAC meeting.

Since the site survey, Sutter-Lakeside Hospital representatives asked Dr. Karp, who is an ED physician there, to serve as the Trauma Medical Director given limited involvement by the former Trauma MD. After review of the pros and cons of this appointment, Dr. Karp and I agreed that: he could do so provided he recuse himself of significant North Coast EMS trauma-related decisions involving Sutter-Lakeside or Adventist-Clearlake Hospitals; we continue to utilize other experienced MDs to assist with such decisions as we did with Dr. Falck; and, that we monitor this decision. He has since accepted this important role which will be a beneficial to Sutter-Lakeside Hospital and Lake County. As an FYI, Adventist-Clearlake has expressed interest in becoming a Level IV trauma center.

Recommendation: Take Action as Appropriate

D. New Business:

1. Subject: North Coast EMS Power Point Presentation: EMS 101 (Karsteadt)

At the last meeting, Supervisor Bohn directed staff to prepare an EMS 101 document to help explain the overall EMS System on the north coast and what North Coast EMS does. We subsequently updated a prior power point presentation, and the link is attached for your information.

[..\..\NCEMS Roles\NCEMS Power Pt Overview 2020-21 FINAL.ppt](#)

Recommendation: Accept Written and Verbal Reports

2. Subject: Last Chance Grade Contingency Plans for Ambulance Coverage of Southern Del Norte County (Karsteadt/Short/Sandler/Tweed)

Last Chance Grade (LCG) has been closed off and on due to slides, which cuts off ambulance response from Crescent City to the southern Del Norte County area and ground ambulance hospital transfers to the South. Del Norte Ambulance routinely works closely with Arcata-Mad River Ambulance to provide mutual aid coverage to the southern Del Norte County area and North Coast EMS requested a contingency plan to help ensure that this continues to occur given expected ongoing issues with LCG. We look forward to an update from DNA representatives at this meeting.

Recommendation: Receive Written and Verbal Reports

3. Subject: JPA Board Election: Vice-Chair (Bohn)

Supervisor Bohn was elected Chair at the at last meeting but due to the turnover in Membership, we request that the Board elect a Vice-Chair.

Recommendation: Elect a Vice-Chair

4. Subject: 2021 JPA Board Meeting Schedule (Board)

The proposed 2021 JPA Board Meeting Schedule is attached for JPA Board consideration.

Recommendation: Accept or Modify Proposed Meeting Dates (**Page 35**)

E. Fiscal Business

1. Subject: Review the Year-to-Date Warrant List– Sent to JPA Board Members Only

Recommendation: Accept Warrant List

2. Subject: Approve Use of Med Net Trust Fund for RWS Service (Karsteadt)

At the last meeting, North Coast EMS requested use of the JPA Board established Med-Net Mtn. Top Repeater Trust Fund to reimburse RWS to assess technical issues with redundant (MCI) Mtn. Top Repeaters in Humboldt County. The Board postponed this decision and discussed the fact that the MCI Repeaters are old, difficult to maintain and expensive to replace. These Repeaters are owned by Humboldt County, but no funds exist for maintenance or replacement other than the limited Med-Net Trust, which was approved specific to the main Med Net Mtn. Top Repeaters located in each county.

After the recent assessment by RWS, the most feasible and effective plan is for the MCI System at Horse Mtn. to be taken down and use the parts from it to fix the Pratt Mtn.-Top MCI Repeater. This leaves Rogers, Pratt and Pierce MCI Repeaters operational which will allow three of the four hospitals to communicate during wide-area incidents. The main Med-Net Mtn-Top System on Rodgers, Horse, Pierce and Pratt, primarily used for field to hospital communications, are functional at this time.

Currently, there is a total of \$6,381 in the Med-Net Trust Fund (FYI: by BOS action, this Fund is maintained by annual contributions of \$500 each by each JPA Member County and North Coast EMS). RWS has been reimbursed by North Coast EMS \$300 for the recent

assessment in Humboldt County, and the estimated costs of the planned work summarized above is \$800. We propose use of the Trust Fund to cover the already reimbursed \$300 RWS bill and the additional \$800 for a total of \$1,100.

As an FYI, Lake County is planning to upgrade the County owned Repeater in the next few years and is expected to request use of the Trust Fund to assist with costs. By prior verbal agreement, Del Norte Ambulance utilizes cell phones rather than the now defunct Mtn. Top Med Net Repeater. The longer-term solution in Humboldt County is that the Mtn.-Top Repeater System will need to be replaced by a more effective system as discussed at the last JPA meeting.

Recommendation: Approve Use of Trust Fund as Requested

3. Subject: Approve FY 2020-21 Fiscal Reports and FY 2020-21 Proposed GF Budget Revision (Karsteadt/Hawkins)

C:\Users\nicole\Desktop\Fiscal Docs\FY 20-21 MID YEAR REPORT .xlsx

We decided to consolidate the General Fund Fiscal Report and Proposed Budget Revision into one document. In this Report, the FY 2020-21 Approved Budget is found in Column 1, the Proposed General Fund Budget Revision is shown in Column 2, the Variance in Column 3, the Actual Revenue and Expenditures through February 29th and the Variance in the 5th Column. The notes explaining the reason for the Variance are found to the right. **(Page 36)**

Highlights:

- We are generally on track with projected budget Revenue and Expenditures.
- We will receive less Trauma Center Fees than expected and estimate that we will not be able to recover trauma contractor and other associated costs allowed by statute. Contract work by Rita Henderson to coordinate and conduct the eight site surveys, prepare follow-up reports, etc. indicate that she is close to exceeding the projected annual fee. We therefore propose a \$10,000 increase this year to cover ongoing fees; we expect that this will not be necessary next year as the site surveys are every three years.
- Telephone costs have decreased substantially thanks to our ATT request and possibly due to decreased use of conference calls as use of Zoom has increased.
- The Proposed GF Budget Revision includes known or projected Revenue and Expenditure adjustments, leaving a projected healthy Ending Net Position.

The EMSC for Children UCD MC Extension Budget (Final), CDPH HPP Disaster Mid-Year, COVID Mid-Year Fiscal Reports are included as well. In the HPP Disaster Report, we expect to spend more for Del Norte Disaster Liaison Dennis Louy and less for the Humboldt and Lake County Liaisons, and we will likely underspend the full amount and receive carry forward funds next year. As an FYI, the COVID grant goes away next year.

Recommendation: Accept Fiscal Reports and Proposed Budget Revision **(Pages 36-39)**

4. Subject: Pre-approve FY 2021-22 Operational Contract Execution Plan: General Fund, CDPH HPP Disaster, ICEMA) (Karsteadt)

Each year the JPA Board pre-approves execution by the Executive Director of ongoing operational contracts with the California EMS Authority (CEMSA), California Dept. of Public Health (CDPH) and the Inland Counties EMS Agency (ICEMA) to ensure that these are executed in a timely manner. The CEMSA and CDPH contracts allow us to continue operations after June 30th and receive critical funds. We do not expect any major changes from past contracts and emphasize that it is important to do this now in case we do not meet again this Fiscal Year.

Specific to ICEMA, contract execution or continuation allows state required electronic-Prehospital Care Report (e-PCR) data access by North Coast EMS for quality improvement review, report generation, etc. Importantly, because so many providers have shifted from use of the ICEMA e-PCR ImageTrend program to other programs, as allowed by statute, North Coast EMS will only recoup a portion of our data access costs this year and next.

Recommendation: Pre-approve Contract Execution by Executive Director

5. Subject: Approve FY 2021-22 General Fund and HPP Disaster Budgets (Karsteadt/Hawkins)

C:\Users\nicole\Desktop\Fiscal Docs\FY 21-22 BUDGETS .xlsx

A. General Fund (GF) Budget: The JPA Board is required by the Bylaws to approve the next year's operational budget(s) prior to the end of April. The proposed FY 21-22 General Fund Budget ("status quo" budget) allows North Coast EMS to continue core operations after June 30, 2021.

The primary Revenue differences in next year's projected GF Budget relative to this year's proposed Budget include:

- The expected Annual Trauma Center Fee total will likely include the JPA Board approved Initial Trauma Center Fee from Adventist-Health Clearlake Hospital, which has indicated interest in becoming a Level IV trauma center after COVID-19 subsides. Pending actual Trauma Center Fee acquisition next year, JPA Board approved Trauma Center Fees may have to be reassessed to ensure future North Coast EMS costs are fully recouped as allowed by statute.
- The Humboldt Area Foundation one-time COVID-19 allocation of \$15,000 will be discontinued next year. We will instead receive \$5,000 from HAF to assist hospitals with the process to extend on-call Psychiatric Specialty privileges and enhance services to Behavioral Health patients
- The CDPH HPPP COVID-19 one-time grant of \$56,127 will be discontinued in FY 21-22 and a portion of my salary/benefits, all of Stayce Curry's Behavioral Health contract costs have been re-added to this year's GF budget as planned.

- CEMSA has informed us that we will receive a one-time only COVID Vaccination Assist allocation next year of \$10,000. At this time we have not determined how this fund will be used.
- At the next JPA meeting, we plan to request approval of an Annual Per Volume ImageTrend Date Access Fee from providers to cover the annual ICEMA base fee of \$15,000.

The Total Expenditure differences between last and this year include:

- Re-inclusion in the FY 21-22 GF Budget of the amount covered for the Executive Director and Consultant Curry in this year's one-time CDPH COVID grant.
- We note that some staff and contractors will continue to be covered by the CDPH HPP Disaster grant as shown in B. below.
- JPA Board salary and benefit adjustments approved at the last meeting but for the entire year.
- Increase in the Regional Medical Director total hours by 50% as approved at the last meeting (additional work details to be reported at the next meeting).
- Reclassification of the former Programs Manager as the Associate Director as approved at the last meeting but for the entire year.
- Former Associate Director position reclassified as the Regional EMS/Disaster Manager but for the entire year.
- Fiscal Manager time increase from 80% to fulltime as approved at the last meeting but for the entire year.
- Projected merit step increases for eligible employees.
- Removal of now hired Consultants Hawkins and Hurd.
- Assuming we can travel next year, we plan to cut down on travel time by attending fewer in person meetings than we did pre-pandemic.
- Added: Consultant - Psychiatric Privileges \$5,000.
- Added: Consultant– The Trauma Center Fee (Dr. Shatz) : we tentatively plan to conduct one of more follow-up site surveys.
- Legal Support: \$2,000: EOA Eligibility Service Fee Estimate (Dr Narad + County Counsel)
- The Projected Ending Net Position is \$172,346.

B. CDPH HPP Disaster Budget: As in past years, we expect carry over of the unused portion of last year's allocation but do not know that amount at this time. If received, it will be used to help cover a portion of Office IT costs with Infinite. This ongoing grant will cover a portion of the Executive Assistant, Fiscal Manager and Regional EMS/Disaster Coordinator positions, and all of the HPP County Liaison Revenue. We also continue to anticipate reduced travel costs due to the pandemic and ongoing use of Zoom.

Recommendation: Approve Budgets as Requested (Pages 39-41)

F. Other Business: JPA Board Members, North Coast EMS, Guests

Next JPA Meeting: TBD

North Coast Emergency Medical Services

Joint Powers Governing Board Meeting Minutes of October 22, 2020

The meeting was called to order by Supervisor Brown at 10:35 am at North Coast EMS, 3340 Glenwood Street, Eureka, California 95501 via ZOOM

Staff Present

Larry Karsteadt, Executive Director
Wendy Chapman, Associate Director
Nicole Mobley, Executive Assistant
Lee Hawkins, Fiscal Manager

Board Present

Rob Brown, Lake County Supervisor
Roger Gitlin, Del Norte County Supervisor
Rex Bohn, Humboldt County Supervisor

Guest

Matt Karp, MD, Medical Director, NCEMS
Rita Henderson, Trauma Contractor, NCEMS
Kayce Hurd, Regional EMS Coordinator, NCEMS
Patrick Lynch, Disaster Liaison, North Coast EMS
Pam Mather, Exclusive Operating Area Coordinator, NCEMS
Stayce Curry, R.N., Behavioral Health Coordinator, NCEMS
Jaison Chand, Operations Director, City Ambulance
Doug Boileau, Humboldt County EMCC Chair, AMRA
Dr. Theresa Frankovich, Humboldt County Health Officer
Dr. Roberta Luskin-Hawk, M.D., Administrator, St. Joseph and Redwood Memorial
Dr. Lisa Neuger, M.D., Trauma Medical Director, St. Joseph Hospital
Kari Vandiver, R.N., Trauma Program Manager, St. Joseph Hospital
Dr. Warren Rehwaltd, M.D, Del Norte County Health Officer
David Neal, CNO, MRCH
Dr. Scott French, M.D., Regional Medical Director, MRCH
Pamela Floyd, Director of Risk and Quality, MRCH
Colleen Assavapisitkul, Director of Nursing, Adventist Health Clearlake
Moke Simon, Lake County District One Supervisor, Alternate JPA member

A. Call to Order

1. Welcome and Introductions (Brown)
2. Agenda Additions, Corrections and/or Deletions (Brown)

Rob Brown: I have not had a chance to review the Budget, so we will move on to what we are ready for at this point.

No Action Needed

B. Consent Calendar -These items are routine in nature. Prior to the meeting, any member of the public may request any member of the Board to pull a particular item for further discussion. During the meeting, any Board member may do so and any attendee may request any Board member to do so.

1. **Subject:** Request to Approve the April 30, 2020 Meeting Minutes (Brown)
Recommendation: Approve Minutes
2. **Subject:** Communications In and Out (Karsteadt)
Recommendation: Receive and File Written Report
3. **Subject:** FY 2020-21 Operational Contract Updates (General Fund, HPP, UCD-MC, ICEMA) (Karsteadt) **Recommendation:** Receive and File Written Report
4. **Subject:** FY 2019-20 General Fund Fourth Quarter Progress Report:
<http://www.northcoastems.com/wp-content/uploads/GFQ4-Report-FY19-20-FINAL-Narrative.pdf>, FY 2019-20 CDPH HPP Disaster Year-End Progress Report:
<http://www.northcoastems.com/wp-content/uploads/Copy-of-Year-End-report-HPP-Work-Plan-NCEMS-FY-19-20-NCEMS-regionwide-6-1-2020.pdf>, and FY 20-21 General Fund Quarter First Quarter Progress Report (Karsteadt/Chapman/Mobley)
Recommendation: Receive and File Written Report
5. **Subject:** Ambulance Mutual Aid from Lake into Colusa County Update (Brown/Karsteadt) **Recommendation:** Receive and File Written Report

Gitlin Motion to approve Consent Agenda items 1-5, Bohn seconds, Board polled. Board unanimously agrees.

C. Old Business

1. **Subject:** Annual Regional EMS Plan Clarification, and EMS Plan and Quality Improvement Plan Updates (Karsteadt)
Recommendation: Accept Clarification and Updates

Larry: Dr. Frankovich requested that we go back and track changes from previous plans, but the executive summary already shows the changes, so we will move forward with this method. We did get both plans approved.

Bohn motion to accept, Gitlin seconds. Board polled. Board unanimously agrees.

2. **Subject:** Humboldt County Exclusive Operating Area (EOA) Update
(Karsteadt/Mather)

Recommendation: Accept Update and Approve Removal of the Performance Bond from the Contract

Larry: Pam Mather and our office have been working on the EOA contract that will grandfather exclusivity with conditions, this is congruent for the most part with the JPA approved and the state EMSA EOA plan which we must follow. We met with Jaison Chand and Doug Boileau and are moving forward. We would like to remove the Performance Bond section of the contract and look to the Board to support that removal.

Bohn: Thank you Larry for working so closely with Doug and Jaison.

Bohn motions to accept, Gitlin seconds. Board polled. Board unanimously agrees.

3. **Subject:** North Coast EMS COVID-19 and Fire Activity Updates
(Karsteadt/Karp/Hurd/Curry)

Recommendation: Accept Written and Verbal Reports

Larry: Our role is to support our counties. We applied for and received a CDPH HPP/COVID-19 related grant which helps to cover my hours, Dr. Karp's, Stayce Curry, etc. We also received a small grant from the Humboldt Area Foundation. State HPP/COVID grant was for \$56,127, HAF grant was \$15,000.

Bohn: Larry if 50% of your time is COVID are we getting?

Larry: I think that the CDPH/HPP COVID grant objectives are included in the Packet.

Gitlin: How have these grants impacted Del Norte County? Dr. Rehwaldt, I'll defer to you and/or Larry

Larry: They have permission from us to help with COVID testing and once approved, to help with vaccinations. That is something we asked for of the state in collaboration with our County Public Health Departments. Those standards that we implement in policy following CDC standards and best practices.

Dr. Rehwaldt: It is a preparation measure. Before the pandemic, licensing did not allow for these activities; to assist when needed. Day to day we have not drawn on our Paramedics, but if we aren't prepared when it is needed, trying to make licensing changes on an emergency basis is fraught with danger. This allows licensing language to change.

Gitlin: I want to get an idea of how these funds are being deployed to assist you. Are you needing additional help to implement the programs that these needed funds are addressed to?

Larry: Refer to section E8 we can discuss that later in the agenda or now.

Dr. Karp: I view my role in this pandemic response as trying to provide our on the ground medics with medically safe tools to the that they need.

Dr. Roberta Luskin-Hawk: It is getting the licensing for a potential need

Larry: We have followed the models from counties that were already impacted. We have helped frame the COVID matrix, the planning steps as this goes toward a surge.

Brown: Could you elaborate on NCEMS' role

Larry: We have been working to position each counties Behavioral Health to ensure that our psychiatric facility stays free of COVID, we have coordinated and mediated many discussions between the facility, hospitals, and providers. There are increases in all 3 counties of 5150, domestic violence, etc. We have helped provide PPE and PPE guidance for providers. This agency as much or more than any other in the state of California, has worked to bridge the relationship between EMS, Behavioral Health, hospitals, and the emergency care of patients. We are working with all of the Public Health Departments to do that.

Summary: There was COVID discussion in relation to Behavioral Health between Stayce Curry, Rob Brown, Roger Gitlin and Larry Karsteadt.

Dr. Frankovich: We appreciate NCEMS involvement and Larry in your willingness to help with COVID related testing

Gitlin motions to table this discussion, Bohn seconds. Board polled. Board unanimously agrees.

D. New Business:

1. **Subject:** Commendation Letters for Supervisors Brown and Gitlin (Karsteadt)
Recommendation: Approve Commendation Letter Request

Larry: Thank you for your years of service. We have drafted and will send out commendation letters.

No action needed.

2. **Subject:** Lake and Del Norte County Board of Supervisors JPA Board Member and Alternate Appointments (Karsteadt)
Recommendation: Request That Both Boards of Supervisors Replace Supervisors Brown and Gitlin and Assign New Alternates as Needed

Bohn: This will be done in January

No action needed.

3. **Subject:** JPA Board Elections (Brown)
Recommendation: Elect Supervisor Bohn as Chairperson

Gitlin motions to make Rex Bohn Chairperson of JPA Board, effective next meeting. Bohn seconds. Board unanimously agrees.

4. **Subject:** Set Next Meeting Date (Board)
Recommendation: March 11, 18 or 25, 2021

Larry: This would give me time to orient the incoming members.

Bohn: Tentatively, March 11, 2021 works for me.

No action needed.

E. Fiscal Business

1. **Subject:** Review the Warrant List – Sent to JPA Board Members Only
Recommendation: Accept Warrant List

Larry: We have hired Lee Hawkins as the new Fiscal Manager for NCEMS. The warrant list will be made available at the next meeting; it is only available to the Board. There isn't anything that is unexpected in this last period.

Gitlin motions to accept. Bohn seconds. Board polled. Board unanimously agrees.

2. **Subject:** Use of Med Net Trust Fund for RWS Service (Karsteadt)

Recommendation: Approve Use of Trust Fund as Requested

Summary: Brief discussion was had regarding repeaters and cost between Larry Karsteadt, Rex Bohn, Roger Gitlin, Jaison Chand and Doug Boileau.

Gitlin: Motion to table discussion until we can assess this further. Bohn seconds. Board polled. Board unanimously agrees.

3. **Subject:** Review Status of Trauma Center Fee Payments and Receive Trauma and EMSC System Updates (Karsteadt/Karp/Henderson)
Recommendation: Take Action as Appropriate

Larry: The annual trauma center fees were set by the board. The four trauma centers were invoiced. Mad River Community Hospital sent a check for \$5,000 instead of the invoiced \$15,000. They will now be designated at a basic Level 4 hospital in accordance with their payment. We will modify the patient destination policy because of this.

Dr. Roberta Luskin-Hawk: We are more than ready to have those additional patients.

Pamela Floyd: We do not want to change to a basic Level 4 center

Dr. Scott French: We want to do what is best for patient care. The system that we have works best. The issue that needs to be resolved is the transfers to St. Joseph.

Gitlin: Are the fees not acceptable to SJH and MRCH?

Larry: The fees are approved by the Board. MRCH elected to pay a lesser fee of \$5,000. What this means is that MRCH will be a basic Level 4. Patients will bypass MRCH because they will not have that surgical commitment.

Pamela Floyd: We do not feel that the \$15,000 fee was fair, so we are asking for a re-evaluation.

Rita: It is well advised to do the trauma surveys and look at the data, patient care and process in November.

Doug: As for now there are no destination changes for AMRA or CAE

No action taken.

4. **Subject:** Del Norte Ambulance Exclusive Operating Area Request and EOA Fee Proposal (Karsteadt/Mather)
Recommendation: Approve Proposed Fees and the Minimum Adjusted Fee for Future EOA Requests

Larry: DNA is aware that they need to pay the \$5,000 up front for the work in order to designate. We are asking that the fee of \$5,000 be the minimum fee for any EOA request in the future. Future fees for new EOA Grandfathering may need to be adjusted. In 2021, South Lake County Fire is interested in us determining their eligibility also.

Gitlin: How is this going to affect our community. Who are we talking to in regards to this transition

Larry: We have not reviewed this request and need to first receive until the fee.

Gitlin motions to approve. Bohn seconds. Board polled. Board unanimously agrees.

5. **Subject:** FY 2019-20 Year-End Fiscal Report (Karsteadt/Hawkins)
Recommendation: Accept Year-End Report

Report was not included due to staff error. This will be provided to the board and JPA members.

Larry: Summarized the Year-End report.

Bohn: We can accept the report but cannot approve the Year End report.

No action taken.

6. **Subject:** FY 2020-21 Humboldt Area Foundation Grant and CDPH COVID HPP Contract (Karsteadt)
Recommendation: Accept Updates, Accept Humboldt Area Foundation COVID Grant and Approve Execution of the COVID Contract

Brown motions to approve. Gitlin seconds. Board polled. Board unanimously agrees.

7. **Subject:** FY 2020-21 Quarter I Fiscal Report Update (Karsteadt/Hawkins)
Recommendation: Accept Timeline
We recommend that E.8 be addressed after the Closed Session.

No action taken.

8. **Subject:** Proposed FY 2020-21 GF and HPP Budget Revisions, and HPP COVID Budget (Karsteadt/Hawkins)

Recommendation: Approve Revisions as Requested, including GF Fund Budget Option #2 and the CDPH HPP Budget, and the Approve the CDPH HPP COVID Budget

Brown Motion to re-visit this agenda item until November 5, 2020 at 10:30. Gitlin entertains motion. Bohn seconds. Board is polled. Board unanimously agrees.

No action taken.

F. Closed Session

1. **Subject:** Consideration of Potential Salary and Contract Adjustments (Karsteadt)

Recommendation: Take Action as Appropriate

Followed by E. 8

Brown Motion to re-visit this agenda item until November 5, 2020 at 10:30. Gitlin entertains motion. Bohn seconds. Board is polled. Board unanimously agrees.

No action taken.

G. Other Business: JPA Board Members, North Coast EMS, Guests

No action taken.

North Coast Emergency Medical Services

Joint Powers Governing Board Meeting Minutes for November 5, 2020 from Continued October 22, 2020 meeting

The meeting was called to order by Supervisor Brown at 10:30 am at North Coast EMS, 3340 Glenwood Street, Eureka, California 95501 via ZOOM

Staff Present

Larry Karsteadt, Executive Director
Nicole Mobley, Executive Assistant
Lee Hawkins, Fiscal Manager

Board Present

Rob Brown, Lake County Supervisor
Roger Gitlin, Del Norte County Supervisor
Rex Bohn, Humboldt County Supervisor
Moke Simon, Lake County Supervisor

E. Fiscal Business

- 5. Subject:** FY 2019-20 Year-End Fiscal Report (Karsteadt/Hawkins)
Recommendation: Accept Year-End Report

Larry: Maddy funds in all three counties are continuing to climb. We are researching better or less expensive options for the telephone systems, so that figure will change eventually.

Gitlin motions to accept year-end report for 19/20. Bohn seconds. Board polled. Board unanimously agrees.

F. Closed Session

- 1. Subject:** Consideration of Potential Salary and Contract Adjustments (Karsteadt)
Recommendation: Take Action as Appropriate
Followed by E. 8

Brown: Motion to adjust Executive Director to 10% @ 15-year step with a re-review in 6 months. Executive Assistant retitled with a 10% adjustment with a re-review in 6 months. Medical Director position with an increase of 50% of asking to \$35,250 or 30 hours a month with re-review in 6 months. Title change of Programs Manager to Associate Director @ 15-year step. Hire the Regional EMS Coordinator at the D step and increase Fiscal Manager to fulltime.

Gitlin motions to approve revisions with a commitment to re-review salaries the in 6 months. Bohn seconds. Board polled. Board unanimously agrees.

8. **Subject:** Proposed FY 2020-21 GF and HPP Budget Revisions, and HPP COVID Budget (Karsteadt/Hawkins)

Recommendation: Approve Revisions as Requested, including GF Fund Budget Option #2 and the CDPH HPP Budget, and the Approve the CDPH HPP COVID Budget

Larry: We will get out an adjusted budget with the approved salary revision.

Brown motions to approve the proposed budget with the additional revision. Bohn motions. Gitlin seconds. Board polled. Board unanimously agrees.

The next JPA Meeting is scheduled for March 11, 2021.

EMERGENCY MEDICAL SERVICES AUTHORITY

10901 GOLD CENTER DR., SUITE 400

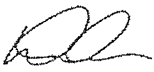
RANCHO CORDOVA, CA 95670

(916) 322-4336 FAX (916) 324-2875



DATE: August 18, 2020

TO: All Local Emergency Medical Services Agencies

FROM: Dave Duncan, MD
Director 

PREPARED BY: Lisa Galindo
Emergency Medical Services Plans Coordinator

SUBJECT: Local Emergency Medical Services Plan Extensions

Due to the ongoing COVID-19 pandemic and the significant response efforts of local emergency medical services agencies (LEMSAs) during this difficult time, EMSA is aware of the difficulty in preparing and submitting the annually required local EMS plans. Therefore, effective immediately, all LEMSAs are granted a 180-day extension for the submission of their local EMS plan. The beginning date for this 180-day extension shall be the date of cessation of the State's declared emergency on the coronavirus pandemic. Plans that have already been submitted for approval will continue through the review process. If you have any questions, please contact Angela Wise, Assistant Chief of the EMS Systems Division.



North Coast EMS Agency

Agreement #C19-019

1st Quarter Task Report October 1 - December 31, 2020

Below each bulleted item, include a summary of the activities that have taken place during the quarter related to the individual tasks.

Component 1 - System Organization and Management

Objective - To develop and maintain an effective management system to meet the emergency medical needs and expectations of the total population served.

Tasks: The responsibilities of the EMS agency, at a minimum, include:

- Staff development, training, and management

North Coast EMS personnel attended or participated via Zoom or conference calls in the following state EMS activities including: EMSAAC, EMSAAC/EMDAC/LEMSA, EMSA/LEMSA, EMSA/LEMSA COVID, EMSA/EMDAC/EMSAAAC COVID, the EMSC Technical Committee, LEMSAs Administrator and Medical Director meetings, LEMSAs Leadership, CDPH HPP Disaster and COVID meetings, MHOAC meetings, Hospital Council and Partnership Behavioral Health meeting and; in the following local EMS meetings and other activities, usually including: Humboldt/Del Norte Medical Advisory Committee (MAC) meetings, Lake County Emergency Medical Care Committee (EMCC) meetings, Lake County Inter-facility Transfer meetings, Lake County Priority 1 meetings, Lake Trauma Catchment Area call, Lakeside Trauma Registry calls, Colusa County BOS and other calls (re: EOA Contract calls (Humboldt), EOA calls (Del Norte and Lake), Mutual Aid; COVID Beh Health Testing Meetings; Del Norte County COVID meetings, Humboldt- Del Norte Coalition meeting, Lake County Surge and COVID meetings, Behavioral Health Planning meetings, OES Partners meeting, HPP Team meetings, Policy Review Committee meeting, Humboldt-Del Norte Trauma Advisory Committee meeting, contractor meetings and communications (Medical Director, Trauma, STEMI/Stroke, Policy Review, Behavioral Health, IT, EMSC), Humboldt HPP Liaison, Humboldt County Child Death Review Team meetings, Humboldt County Child Passenger Safety Committee meeting, Humboldt, Del Norte and Lake County Fire Chiefs Association meetings, Behavioral Health, and other meetings. We also hired Kayce Hurd, EMT-Pas the Regional EMS/Disaster Coordinator. North Coast received CEMSA approval for paramedics to assist counties with COVID testing and vaccinations. Since October 1, the Executive Director monthly COVID related work averaged 34% of full-time, while, less travel time reductions, all regular work has continued. Specific to the ongoing CDPH HPP Disaster grant, we completed the FY 20-21 Mid-Year Report, the draft Pediatric Surge Plan and the Mid-Year questionnaire presumably to help target the FY 21-22 Work



Plan. This quarter we submitted to CEMSA the Core Measures Report, the APOT Report and developed a North Coast EMS Power Point (aka, EMS 101) Power Point presentation.

- Allocating and maintaining office space, office equipment, and office supplies

North Coast EMS routinely maintains office space, equipment and supplies.

- Executing and maintaining contracts with member counties, service providers, consultants, and contractual staff

We executed or continued administrative contracts with: EMSA General Fund, JPA member counties, UCDMC for a six-month extension to the end of December of the federal EMS for Children TACTICAL REGIONALIZATION grant (completed), the HPP disaster medical grant with CDPH, the CDPH COVID grant, Dr. Karp as Regional Medical Director, Rita Henderson as EDAP and Trauma Nurse Contractor, ePCR IT programmer Jay Myhre, Ezequiel Sandoval - Office IT, Moss Levy and Hartzhiems - fiscal audit, Stayce Curry - Regional Behavioral Health/5150 contractor, Kayce Hurd – Paramedic and EMT policy revisions, Dennis Louy, Patrick Lynch and Kimberly Baldwin as County HPP Liaisons for Del Norte Humboldt and Lake County respectively, Selinda Shontz – STEMI and Stroke, Pam Mather - EOAs, ICEMA – Image Trend management; and Coastal Valley's EMS re: C.A.R.E.S. All contractors are part-time, independent, may engage in other contracts and provide expert services otherwise not available to North Coast EMS staff. North Coast EMS continued to receive from, and distribute by request, Pediatric Maddy Funds in all three counties. We continued contracts with seven designated Paramedic Base and Receiving Hospitals, 14 Paramedic Service Providers, numerous First Responder agencies, three Emergency Medical Dispatch Centers, seven EDAPs, four Trauma Centers and one STEMI Receiving Center. We completed the EMSC for Children TACTICAL grant funding at the end of December 2020 and will continue to explore options to cover the EMSC portion of staff and contractor costs. Since July 1, my COVID related work totaled 155 hours or about 34% of full time, while, less travel time reductions, all regular work has continued.

- Attending or participating in a minimum of 3 EMSA/LEMSA meetings annually (following advance notice and reasonable justification provided by the LEMSA, EMSA will make a determination on the flexibility of the attendance requirement on a case-by-case basis, and in the event the quarterly EMSA/LEMSA meeting is canceled, attendance at the meeting will not be counted for/against the LEMSA)

This quarter North Coast EMS attended at least 10 state level meetings, including with EMSA, EMSAAC, EMDAC, LEMSA, CDPH, OES, federal, etc., mostly related to COVID.

Component 2- Staffing and Training

Objective - To ensure LEMSA authorized personnel functioning within the EMS system are properly trained, licensed/certified/authorized and/or accredited to safely provide medical care to the public.

Tasks: The responsibilities of the EMS agency, at a minimum, include:



- Ongoing assessment of local training program needs

North Coast EMS has numerous mechanisms for determining training program needs, including: meetings where EMS system and training needs are discussed or can be requested; staff attendance at state and federal meetings where state and national standards and best practices are reviewed; communications with regional EMS instructors; review of quarterly QIP reports from base hospitals and providers; input from stateholders, etc. Several first responder agencies are now approved for the use of Naloxone. This quarter we added Ketamine to the paramedic scope of practice. Online trained medics are currently assisting counties with COVID testing and are ready to assist with COVID vaccinations. We plan to expand use of vaccination to EMTs, are drafting an Assess and Refer Policy and considering other options to reduce impact on the EMS system. Stayce Curry continues to take the lead on development of tools to support the management of 5150 and Behavioral Health patients especially during the pandemic.

- Authorizing and approving training programs and curriculum for all certification levels

North Coast EMS has numerous approved training programs that have been verified to meet or exceed state minimum standards, including curriculum and instructor requirements. These programs include: Public Safety, First Responder, EMT-I, Paramedic, MICN, continuing education, etc.

- Providing training programs and classes as needed

We continue the process to approve Public Safety First Aid and coordinating First Responder courses as needed for the three counties, including Naloxone training for Public Safety and First Responder personnel according to state standards. We recently developed policy to include EMTs in the COVID vaccination process.

- Providing ongoing certification/authorization/accreditation or personnel approval of local scope of practice for all certification levels

North Coast EMS issues numerous EMT-I certifications, paramedic accreditations and MICN authorizations annually. We have policies specific to BLS and ALS scope of practice and numerous continuously updated protocols and policies specific to the EMT-I and EMT-P scope of practice. Due to the pandemic, we did not conduct a three-county wide Policy Committee teleconference meeting this quarter, but are working closely with Public Health and other EMS partners to ensure ongoing assistance with COVID related policies.

- Developing and maintaining treatment protocols for all certification levels

North Coast EMS has numerous policies specific to the BLS and ALS scope of practice and continuously updates protocols and policies specific to the EMT-I and EMT-P scope of practice. We continue to update, add and modify policies and protocols, this quarter including: COVID vaccinations, Ketamine, and several other protocols. At this time, Public Safety, First Responder and EMT entities do not seem interested in use of Epi Pens due to ongoing costs.



- Maintaining communication link with Quality Improvement program to assess performance of field personnel

North Coast EMS has extensive QI policies and the updated QIP Plan was approved by the EMSA. We previously approved all base hospital and ALS Providers QIP Plans and require all approved ALS providers and designated base hospitals to submit quarterly QIP reports summarizing activities in each of the QIP regulation required categories. We also select a focused review topic each quarter.

- Conducting investigations and taking action against certification when indicated

North Coast EMS did not take any actions against a certificate holder or conduct any reviews this quarter.

- Authorizing, maintaining, and evaluating EMS continuing education programs

North Coast EMS has approximately 33 approved CEU providers and policies are in place to authorize new and review existing providers if needed.

Component3- Communications

Objective - To develop and maintain an effective communications system that meets the needs of the EMS system.

Tasks: The responsibilities of the EMS agency, at a minimum, include:

- On-going assessment of communications status and needs

North Coast EMS previously approved, jointly with Napa County, the Emergency Medical Dispatch program at CALFIRE ECC in St. Helena, which is the 9-1-1 dispatch center for Lake County. We also previously approved the air medical dispatch plan for Lake County to utilize a single dispatch frequency by REACH Flight Guard upon activation by the St. Helena ECC. CALFIRE Fortuna is also approved as the Del Norte and Humboldt air medical dispatch center. We continued EMD program approval of Eureka PD and CAL FIRE Fortuna and plan to conduct a process & meeting in Humboldt County to ensure EMD program compliance, address related issues and facilitate discussion of dispatch procedures, including those involving the Psychiatric facility (Sempervrens). Our goal is to reduce non-emergency requests through the 9-1-1 dispatch system and optimize use of ambulances especially during the pandemic.

- Assuring appropriate maintenance of EMS related communications systems

We plan to continue to work with each county, hospital and provider to help ensure future Med Net and/or field to hospital Communication Systems integrity. We also have participated in communications to help improve 12-lead ECG transmission to the STEMI Receiving Center in Humboldt County.

- Approving ambulance dispatch centers

All three counties have centralized and North Coast EMS approved dispatch centers for ambulances. City Ambulance of Eureka is the primary ground ambulance dispatch center in Humboldt County, although Hoopa {K'ima:w} Ambulance is dispatched by



CALFIRE Fortuna. The Del Norte County Sheriffs Dispatch Center is responsible for ground ambulance dispatch in Del Norte County. Lake County utilizes the CALFIRE ECC in Napa County for ambulance dispatch. CALFIRE ECC in Fortuna and CALFIRE ECC in Napa County are the North Coast EMS approved aero medical dispatch centers in Del Norte/Humboldt and Lake respectfully. This quarter we provided CAE with the EMD contract given their recent interest in EMD training for their dispatchers.

- Providing acceptable procedures and communications for the purpose of dispatch and on-line medical control

Communications procedures and medical control policies have been in place for decades and are updated as needed. As the EMD oversight body, we are available to QI any and all EMD related issues and plan to include disclosure protected "case" review opportunity at the the planned EMD meeting next quarter.

- Approving emergency medical dispatch (EMD) training and/or operational programs

North Coast EMS continues to approve the national EMD training programs at the Eureka Police Department, the CALFIRE ECC in Fortuna and the CALFIRE St Helena ECC (jointly with Napa County EMS). City Ambulance of Eureka informed us that they plan to send their dispatchers through a national EMD training program.

Component 4 - Response and Transportation

Objective - To develop and maintain an effective EMS response and ambulance transportation system that meets the needs of the population served.

Tasks: The responsibilities of the EMS agency, at a minimum, include:

- Designating EMS responders including first responders, Limited Advanced Life Support (LALS)/Advanced Life Support (ALS) providers, ambulance providers, and Prehospital EMS Aircraft providers

North Coast EMS designates First Responder training programs (see 2.1 above). The Humboldt and Lake County County Board of Supervisors adopted ambulance ordinances allow Public Health to issue permits or contracts with ambulance providers. Del Norte Couty dropped their ordinance last year. All ambulance providers, four non-transporting providers and one fixed wing aircraft provider are North Coast EMS approved ALS Providers. North Coast EMS has policies and MOUs specific to in- and out-of-area EMS helicopters.

- Monitoring local ordinances related to EMS

Humboldt and Lake County ambulance ordinances are approved by the respective Boards of Supervisors and enforcement is the responsibility of the Public Health Departments with the assistance of North Coast EMS as needed. Lake County is interested in revising their ordinance and Del Norte County dropped there's last year. The North Coast EMS participated in all previous ordinance updates as is required by statute.



- Establishing policies and procedures to the system for the transportation of patients to trauma centers and/or specialty care hospitals as needed

North Coast EMS has established and periodically updates policies and procedures for the transportation of patients to trauma and other specialty centers. North Coast EMS currently has four designated trauma centers, one in Del Norte County that receives all injured patients, two in Humboldt County with triage and destination criteria, and one in Lake County with triage criteria identical to Coastal Valley's EMS. Because Sutter-Lakeside Hospital is a Level IV trauma center and Adventist-Clearlake is not, we previously set the catchment area around Lakeside at 25-minutes, but associated re-mapping is under review. This quarter we again updated the draft Retriage Policy. We also have a STEMI destination policy that sends all Humboldt County STEMI patients directly to the designated STEMI Receiving Center in Eureka.

- Implementing and maintaining contracts with providers

North Coast EMS has executed contracts with all approved ALS Providers and with REACH Medical Holdings to include fixed wing in Del Norte and Humboldt Counties,, air medical in Lake, and a ground CCT unit in Del Norte County.

- Creating exclusive operating areas

EOA contractor Pam Mather and North Coast EMS continued to work with CAE and AMRA to finalize comprehensive contracts with CAE and AMRA to roll out the EOA grandfathering process pursuant to EMSA approval of the Humboldt County Transportation Plan. Del Norte Ambulance submitted a request to be grandfathered and South Lake County Fire Protection District is interested in requesting this in 2021.

- Inspecting ambulance or LALS/ALS providers

North Coast EMS delegates ambulance inspections to Base Hospital Prehospital Care Nurse Coordinator (PCNC)s for new ALS providers or for cause. No inspections have needed to be conducted this quarter.

- Developing and enforcing performance standards as needed

See above. We have developed ambulance performance standards associated with the Humboldt County Transportation Plan as part of the EOA grandfathering process. This included assessment of five years of response time history per zip code to help establish a performance expectation baseline.

Component 5 - Facilities and Critical Care

Objective - To establish and/or identify appropriate facilities to provide for the standards and care required by a dynamic EMS patient care delivery system.

Tasks: The responsibilities of the EMS agency, at a minimum, include:

- Designating base hospital(s) or alternate base stations for on-line medical control and direction



All seven base hospitals are designated by contract as Paramedic Base and Receiving Centers, six as "Modified Base Hospitals" that are no longer required to utilize MICNs. We need additional staff time to adequately monitor base hospitals.

- Identifying ambulance receiving centers including hospitals and alternative receiving facilities in rural areas

All seven hospitals are designated as Paramedic Receiving Centers; another is a state designated mental health receiving facility. We have two alternate receiving centers at two Standby Hospitals (St Helena Clearlake and Jerold Phelps), both of which were approved by the EMSA and North Coast EMS as Alternative Paramedic Receiving Hospitals years ago.

- Identifying and designating, as needed, trauma centers and other specialty care facilities

Please see the EMSA approved Trauma Plan Annual Update. Three Level IV trauma centers (two as Basic and one with fulltime General Surgery) and one Level III trauma center are designated within the three county region. The joint trauma survey with Oregon for Sutter-Coast Hospital was conducted previously, and the delayed surveys to Sutter-Lakeside, St. Joseph and Mad River Community Hospitals were conducted this quarter with an outstanding team, including: Sutter-Lakeside Hospital - Dr. Troy Falk (S-SV EMS, lead reviewer), Cheryl Wraa, Rita Henderson, Dr. Matt Karp (NCEMS, observer), Kayce Hurd and Larry Karsteadt (via Zoom and partial attendance); and, St Joseph and Mad River Community Hospitals - Dr. David Shatz (UCDMC, lead reviewer), and the above team not including Dr. Falk. The follow-up reports are being drafted at this time. We plan to conduct the next Humboldt-Del Norte-Lake TAC and the Lake TAC next quarter. Trauma Registry data transmission from all four trauma centers to the state repository has been completed for 2019, and North Coast EMS continues to work with each trauma center to ensure uniform and timely data entry so we can compare "apples to apples" information and timely data transmission pursuant to state and ACS standards.

North Coast EMS designated SJH as a STEMI Receiving Center, activated the Humboldt County STEMI system on 3/3/16 and we continue to oversee this program. We plan to conduct one Humboldt County STEMI/Stroke Committee meeting next quarter, and a site survey within the next 12-months.

All seven hospitals are Emergency Departments Approved for Pediatric (EDAP) designated. We conducted five site survey's at both EDAPs in Lake County, and at J. Phelps, Redwood and Sutter-Coast the same week as the trauma center surveys.

- Periodically assessing trauma system and plan as needed

See the EMSA approved Annual Trauma Plan Update.



- Coordinating trauma patients to appropriate trauma center(s) or approved receiving hospitals

For Lake County, North Coast EMS has an approved Trauma Triage Policy that integrates with Coastal Valley's EMS policy and is very similar to the national standard. Patients meeting Trauma Triage Criteria are directly transported to our designated trauma centers, or in Lake County weather permitting, by air to the closest higher level TC located out of county. Sutter-Coast Hospital in Del Norte County receives all trauma patients due to geography. In Humboldt County, patients meeting critical trauma patient criteria are triaged and bypassed, or not, on a case by case basis by the Level IV Trauma Center with Surgery. We re-drafted a Retriage Policy and continue to assess the Trauma Catchment area policy in Lake County. Adventist-Health Clearlake Hospital previously applied for Level IV designation but this is currently on hold due to the pandemic.

- Periodically assessing hospitals (e.g., pediatric critical care centers, emergency departments approved for pediatrics, other specialty care centers)

North Coast EMS continued to receive and distribute, by request, Pediatric Maddy "Richie's" funding to our seven designated EDAPs. This quarter we completed the eight year UCD MC EMSC TACTICAL Regionalization grant and supported requests from EDAPs to purchase pediatric related equipment and training, etc. We also conducted EDAP site surveys at five EDAPs as reported above.

North Coast EMS continues to encourage best prehospital and hospital stroke patient management practices.

North Coast EMS formally designated SJH as a STEMI Receiving Center in 2016 and continues to conduct HCCC meetings and monitor and enhance the STEMI system. The 5150 Handbook is periodically updated and available on our web site – northcoastems.com. Behavioral Health contractor Stacey Curry continues to work on development of uniform medical screening criteria for Behavioral Health patients, standardize timelines for a 5150 hold, 5150 online training programs and we continue to support county Behavioral Health grants and Crisis Response Teams etc in each county. As mentioned above, Stacey continues to provide critical local and state coordination of Behavioral Health relative to COVID-19.

- Completing hospital closure impact reports

None were requested or completed this quarter.

Component 6 - Data Collection and System Evaluation

Objective - To provide for appropriate system evaluation through the use of quality data collection and other methods to improve system performance and evaluation.

Tasks: The responsibilities of the EMS agency, at a minimum, include:

- Reviewing reportable incidents



North Coast EMS reviews all discovered or received reportable incidents. During this quarter we took no formal action.

- Reviewing prehospital care reports including Automated External Defibrillators (AED) reports

These reports were discontinued by EMSA years ago.

- Processing and investigating quality assurance/improvement incident reports

North Coast EMS oversees an extensive Quality Improvement Program and utilizes an EMSA approved Regional QIP Plan. QIP Plans have been approved by North Coast EMS for all Base Hospitals and ALS Providers, who also submit quarterly QIP updates. This quarter, EMSA approved the North Coast EMS Plan annual update.

- Monitoring and reporting on EMS System Core Measures by March 31st each year, and acknowledging completion of the monitoring and reporting as of March 31st each year

North Coast EMS submitted the Core Measures Report last quarter. We also submitted the APOT data to EMSA.

- Providing data to CEMSIS monthly

See above. ImageTrend data goes directly to ICEMA upon completion of each e-PCR by EMTs and paramedics. Several other vendors e-PCR programs have been approved for use and data continues to be submitted to ICEMA by each ALS Provider. North Coast EMS continues to pay upfront and ongoing costs for the providers to utilize the ICEMA ImageTrend e-PCR program and is currently only able to recover a portion of our costs.

- Implementing Health and Safety Code Section 1797.227, including providing data using the current versions of NEMSIS and CEMSIS standards from Electronic Health Records (EHR)

All ALS Providers utilize NEMSIS and CEMSIS compliant EHR programs.

- Engaging healthcare partners and Health Information Organizations in your jurisdiction in discussions and planning efforts to integrate EMS into developing health information exchange networks according to the models being developed under the ONC grant

The EMS super-utilizers study being conducted in Lake County has been completed.

Component 7 - Public Information and Education

Objective - To provide programs to establish an awareness of the EMS system, how to access and use the system and provide programs to train members of the public in first-aid and CPR.

Tasks: The responsibilities of the EMS agency, at a minimum, include:



- Information and/or access to CPR and first-aid courses taught within the EMS system

North Coast EMS has approved several Public Safety First Aid training programs that include CPR and first aid training. Approved scope options currently include Naloxone.

- Involvement in public service announcements involving prevention or EMS related issues

North Coast EMS staff members participated in local injury and illness prevention and children's safety programs, although activities have been limited this quarter due to Covid restrictions. We recently encouraged SJH, as the SRC, to increase their advertisements regarding activation of the 9-1-1 system for chest pain and other critical emergencies.

- Availability of information to assist the population in catastrophic events, as appropriate

North Coast EMS participates in the HPP program and is involved with COVID and disaster planning. Each county has PSAs and other means of providing information to the public in catastrophic events.

- Participating in public speaking events and representing the EMS agency during news events and incidents

Nothing new this quarter.

- Seeking opportunities to collaborate with key partners, including local public health and other community organizations, to promote healthcare and injury prevention activities

North Coast EMS continues to seek opportunities to collaborate with key EMS and Public Health partners to promote healthcare and injury prevention activities.

Component 8 - Disaster Medical Response

Objective - To collaborate with the Office of Emergency Services, Public Health and EMS responders in the preparedness and response of the region's EMS systems in the event of a disaster or catastrophic event within the regions or a neighboring jurisdiction.

Tasks: The responsibilities of the EMS agency, at a minimum, include:

- Participating in disaster planning and drills as needed

North Coast participated in numerous COVID related activities, including planning and coordination with each county, policy and protocol preparation, preventive state approved or requested scope of practice increases to assist with COVID vaccinations. We also previously applied for and received two one-year COVID related grants, from the Humboldt Area Foundation and CDPH HPP COVID. Since July 1, Executive Director monthly COVID related work alone averages 34% of my time, while, less travel time reductions and delayed site surveys, all regular work has continued. Specific to the ongoing CDPH HPP Disaster grant, we completed the Mid-Year Report, the draft



Pediatric Surge Annex and the FY 21-22 CDPH HPP Questionnaire. We also initiated a process to revise the Regional MCI Plan.

- Identifying disaster preparedness needs

As part of our HPP disaster planning activities we have been evaluating existing North Coast EMS and regional disaster preparedness needs. This includes review of numerous documents, attending meetings and working collaboratively with each JPA member county. Through the North Coast EMS County Liaison contractors, North Coast EMS worked with our Public Health Department partners to achieve the HPP Disaster and COVID grant objectives and define supporting activities associated with the FY 20-21 HPP work plans. Specific to COVID and as reported above, we previously received two new, one-time COVID related grants, from the Humboldt Area Foundation to generally help support COVID related activities, and from CDPH. The latter covers a portion of my time, increases Dr. Karp's paid time, and covers all of Stayce's time as it currently involves nothing but COVID coordination with Behavioral Health.

- Coordinating the operational area disaster medical/health coordinator

North Coast EMS staff and HPP contractors coordinated with the MHOAC in each county, attended meetings, participated in local, state and regional Medical Disaster meetings and events and participated or coordinated numerous state, regional and county COVID related activities designed to support and assist each MHOAC.

- Coordinating the regional disaster medical/health coordinatorsystem

See above.

- Developing policies and procedures for EMS personnel in response to a multi-casualty or disaster incident

North Coast EMS has MCI and disaster related plan and policies and updates these as needed. We are in the process of updating the North Coast Regional EMS MCI Plan and related policies.

- Facilitating mutual aid agreements

North Coast EMS has facilitated development of mutual aid agreements and all ambulance providers have mutual aid arrangements with surrounding providers. North Coast EMS has no existing barriers to cross-jurisdictional utilization of paramedics provided state standards are followed.

- Collaborating with all EMS personnel on training of incident command and Standardized Emergency Management System (SEMS)

North Coast EMS has supported and worked with County OES and other EMS organizations to help ensure ICS and SEMS training. Local training programs are conducted periodically and each approved EMT-I and paramedic training program includes these topics. North Coast EMS has supported and worked with County OES and other EMS organizations to help ensure ICS and SEMS training.

Dec 2020 to present.

KEY: BH= Behavioral Health LE= Law Enforcement ED= Emergency Dept. MRT= Mobile Response Team PH= Public Health CSU= Crisis Stabilization Unit SV= Sempervirens UIHS= United Indian Health Services PHF=Psychiatric Health Facility NCEMS= North Coast EMS EMS= Ambulance agencies CHA= California Hospital Association HCC= Hospital Council of Cal CBHDA= California Behavioral Health Dept. Administrators

NCEMS endeavors to create a coordinated system of care in Del Norte/Lake/Humboldt counties for the Behavioral Health patients' complexities of multiagency interfacing with hospitals, EMS, LE, BH, PH. Utilizing NCEMS as the point person to bring the collaborative team of representative stakeholders together to stay focused on disposition of the BH patient to their destination, asap, during the pandemic. Focusing on things within each county control while awaiting guidance from the State.

Dec 2020

- *In progress*- Bridge pathways to link BH psychiatrists with local hospitals for with a Covid (+) BH patient
- Scanned the state for facilities accepting Covid (+)BH 5150 & send out to (DEL-LAKE-HUM)
- Connected Hospital Council of Cal to our collaborative meetings
- Released Resources for Frontline Workers

Jan 2021

- Working with BH/NCEMS/City ambulance/LE & dispatch on streamlining 9-1-1 system for BH pts needing transport.
- Connected Beacon & Partnership to our collaborative meetings
- Alerted counties that State Hospitals closed x30day d/t outbreaks of Covid

Feb 2021

- Met with Beacon Partnership asking what they can do for hospitals to assist with their behavioral health patients admitted for Covid (+), or other medical issues during this pandemic.
- BH to broker the psych beds to assist hospitals with patients going out-of-county placement
- Updated counties on additional BH facilities accepting 5150's across California
- Algorithm to assist LE & hospitals with Covid additional testing option thru BH, for jail transfers
- Updated counties on State Hospital status, opening back up with decreased capacity to accommodate for a 14 day quarantine unit, isolation unit, single occupancy & a covid (+) unit.
- Invited DHHS with BH Admin to provide an update on bed stats, alternate care sites, and MRT/staffing to the collaborative group

Every month=staying closely connected to State meetings for most up-to-date changes & guidelines to alert counties.

Right now, the only solutions offered are within each county to create a robust multiagency collaboration of stakeholders working together on streamlining BH clients, preparing hospitals, and keeping psych

facilities open for business working at full capacity during the covid pandemic. That is the goal of NCEMS.

2021 JPA Meeting Schedule

Located at North Coast EMS

3340 Glenwood Street Eureka, CA 95501

(Via Zoom)

March 11, 2021 @ 10:30am

June 24, 2021 @ 1030am

September 23, 2021 @ 1030am

December 16, 2021 @ 1030am

NORTH COAST EMERGENCY MEDICAL SERVICES
REVISED BUDGET FY 20/21
GENERAL FUND EFFECTIVE 11/1/20

ACCT #	Description	APPROVED BUDGET 11/1/2020	PROPOSED REVISION 3/11/2021	VAR POS(NEG)	ACTUAL 2/29/21	VAR POS(NEG)
REVENUES						
401500	CONTRACT REVENUE EMS-C19-019	241,648	241,648	-	215,385	(26,263)
404000	HUMBOLDT COUNTY CONTRACT	36,999	36,999	-	36,999	-
405000	DEL NORTE COUNTY CONTRACT	8,344	8,344	-	8,344	-
406000	LAKE COUNTY CONTRACT	17,710	17,710	-	17,710	-
407000	EOA OVERSIGHT FEE	20,000	20,000	-	20,000	-
410000	SB612 FUNDS REVENUE	146,000	146,000	-	45,009	(100,991) *3qtrs left for H&Lake Cntys
410500	SB1773 RICHIE FUND REVENUE	47,000	47,000	-	5,595	(41,405) *2qtrs left for DN
412000	MISCELLANEOUS MEDNET REVENUE	1,500	1,500	-	1,500	-
413900	CERTIFICATION FEES	15,000	15,000	-	6,080	(8,920)
414000	STEMI RECEIVING CENTER FEE	10,000	10,000	-	10,000	-
414500	AIR AMBULANCE FEES	10,000	10,000	-	10,000	-
418000	ANNUAL TRAUMA FEES	40,000	30,000	(10,000)	30,000	- *MRCH
*	INITIAL TRAUMA FEE	20,000	-	(20,000)	-	- *MOVED TO 21-22
440000	INTEREST INCOME TRI COUNTIES	300	300	-	178	(122)
420000	MISC HUMBOLDT AREA FOUNDATION	15,000	15,000	-	15,000	-
401800	ICEMA BASE RATE REVENUE	11,321	11,321	-	-	(11,321)
402000	ICEMA FIELD BRIDGE	4,500	4,500	-	-	(4,500)
TOTAL REVENUES		645,322	615,322	(30,000)	421,800	(193,522)
EXPENDITURES						
501000	EXECUTIVE DIRECTOR - KARSTEADT	77,998	77,998	-	41,463	36,534
502000	ASSOCIATE DIRECTOR - CHAPMAN	53,031	53,031	-	48,849	4,181
506000	EMS CORDINATOR - HURD	34,881	34,881	-	21,879	13,002
504000	FISCAL MANAGER - HAWKINS	33,592	33,592	-	23,772	9,820
503000	EXECUTIVE ASST - MOBLEY	29,553	29,553	-	22,858	6,695
506000	ASSOCIATE DIRECTOR - BRUHNKE	35,592	35,592	-	35,592	0
502000	PROGRAM MANAGER - VACANT	23,893	23,893	-	21,239	2,654
TOTAL SALARIES		288,540	288,540	-	215,652	72,888
506700	CONSULTANT - CARES CVEMSA	1,769	1,769	-	-	1,769
507500	CONSULTANT- INF CONSULTING SE	12,600	6,270	6,330	2,099	4,171
507700	CONSULTANT- C. JAY MYHRE	5,000	5,000	-	-	5,000
508320	CONSULTANT- ICEMA FIELD BRIDGE	4,500	4,500	-	-	4,500
508300	CONSULTANT - ICEMA	15,000	15,000	-	15,000	-
508500	CONSULTANT - SELINDA SHONTZ	5,000	5,000	-	3,275	1,725
508800	CONSULTANT- LEE HAWKINS	1,850	1,850	-	1,850	-
508700	CONSULTANT - STEPHANIE CURRY	2,100	2,100	-	2,100	-
508900	CONSULTANT- KAYCE HURD	4,165	7,840	(3,675)	7,840	-
509300	CONSULTANT - PAM MATHER	15,000	15,000	-	8,175	6,825
509500	CONSULTANT- RITA HENDERSON	40,000	50,000	(10,000)	37,035	12,965
507000	CONSULTANT-TRAUMA CENTER FEE- DR SHATZ	3,600	3,600	-	3,600	-
*	CONSULTANT - STEMI DR. FAULK	-	1,000	(1,000)	-	1,000
520500	MEDICAL DIRECTOR - MATT KARP	32,500	32,500	-	21,541	10,959
506500	DISCRETION	7,000	7,000	-	-	7,000
TOTAL CONTRACTS		150,084	158,429	(8,345)	102,515	55,914
510000	MEDICAL/DENTAL/LIFE INSURANCE	42,000	42,000	-	25,676	16,324
511000	RETIREMENT (SEPS)	41,139	41,139	-	22,393	18,746
512000	UNEMPLOYMENT	650	650	-	792	(142)
513000	MEDICARE TAX (AGENCY)	4,527	4,527	-	3,193	1,334
521000	AUDIT/ACCOUNTING	6,700	-	6,700	-	-
522000	SEMINAR FEES	2,000	2,000	-	-	2,000
523000	MEMBERSHIPS & DUES	-	2,178	(2,178)	2,178	-
525000	LEGAL SUPPORT	-	2,000	(2,000)	754	1,247
530000	TRAVEL	7,500	7,500	-	1,752	5,748
531000	OFFICE SUPPLIES	16,838	16,838	-	3,885	12,953
531500	JANITORIAL - RESTIFF	-	2,400	(2,400)	1,600	800
531510	TRAMA SOFTWARE - LANCET TECH	-	1,083	(1,083)	1,083	-
532000	XEROX PRINTING	-	-	-	98	(98)
533000	POSTAGE	-	-	-	655	(655)
534000	TELEPHONE	10,000	13,000	(3,000)	9,825	3,175
536000	OCCUPANCY	20,500	20,500	-	13,189	7,311
537000	WORKERS COMP	1,867	1,867	-	618	1,249
537500	INSURANCE	-	3,700	(3,700)	3,709	(9)
540000	MISCELLANEOUS - Med Net	500	500	-	-	500
TOTAL OPERATING		154,221	161,882	(7,661)	91,399	70,483
TOTAL EXPENDITURES		592,845	608,851	(16,006)	409,566	199,285
TOTAL REVENUES		\$ 645,322	\$ 615,322	\$ (30,000)	421,800	
TOTAL EXPENDITURES		\$ 592,845	\$ 608,851	\$ (16,006)	409,566	
CHANGE IN FUND BAL		\$ 52,477	\$ 6,471	\$ (46,006)	\$ 12,234	

ESTIMATED ENDING NET POSITION \$ 218,352 \$ 17,346 *FY 19-20 ENDING NET POSITION \$165,875

* BEG EDAP FUND: \$237,140

* BEG COMPENSATED ABSENCES PAYABLE: \$144,570

* BEG NET POSITION: \$165,875

NORTH COAST EMERGENCY MEDICAL SERVICES
BUDGET EXTENTION TO DEC 31, 2020
UC DAVIS GRANT FUND (YEAR 4 OF 4)

ACCT #	Description	APPROVED BUDGET 11/1/2021	PROPOSED REVISED BUDGET 2/28/2021	VAR POS(NEG)	ACTUAL 2/28/2021	VAR POS(NEG)
REVENUES						
401700	UCDAVIS GRANT A16-0038-S001-A	18,000	14,671.14	(3,328.86)	14,671.14	-
EXPENDITURES						
501020	SITE PRINCIPAL INVESTIGATOR	1,125	1,125.00	-	1,125.00	-
505020	EMSC PROGRAMS MANAGER	1,680	1,831.74	151.74	1,810.72	21.02
509520	PROJECT SITERN RITA HENDERSON	2,100	2,100.00	-	2,100.00	-
520220	PROJECT SITE MD - MATT KARP MD	2,750	3,800.00	1,050.00	3,800.00	-
530020	TRAVEL UC DAVIS	4,000	4,414.40	414.40	4,414.40	-
508020	"OFFICE SUPPLIES" CINDY HENDERSON CLASS	6,345	1,400.00	(4,945.00)	1,400.00	-
TOTAL REVENUES		\$ 18,000	14,671.14	(3,328.86)	14,671.14	-
TOTAL EXPENDITURES		\$ 18,000	14,671.14	(3,328.86)	14,650.12	21.02
CHANGE IN FUND BALANCE*		\$ -	-	-	21.02	21.02

* "OTHER EXPENCES" CONSTITUTE MULTIPLE ACCOUNTS IN GENERAL LEDGER

NORTH COAST EMERGENCY MEDICAL SERVICES
PROPOSED BUDGET FY 20/21
CDPH - HPP - DISASTER GRANT FUND

ACCT#	Description	APPROVED 11/1/2020	ACTUAL 2/28/2021	BAL
REVENUES				
403000	CONTRACT REVENUE EPO-17-10178	63,457	20,869.41	(42,588.00)
EXPENDITURES				
	EXECUTIVE ASSISTANT EPO-1710178	4,976	-	4,976.23
504030	FISCAL MANAGER EPO-1710178	4,914	-	4,913.90
506030	EMS COORDINATOR EPO-17-10178	11,036	-	11,035.65
511030	BENEFITS EPO 17-10178	4,785	-	4,784.75
507530	CONSULTANT - INFINITE	6,330	6,330.41	-
506730	CONSULTANT - KIMBERLY BALDWIN	10,000	4,160.00	5,840.00
506830	CONSULTANT - PATRICK LYNCH	9,000	4,359.00	4,641.00
506930	CONSULTANT - DENNIS LOUY	10,000	8,160.00	1,840.00
530030	TRAVEL HPP	2,416	-	2,416.47
TOTAL REVENUES		\$ 63,457	20,869.41	(42,588.00)
TOTAL EXPENCES		\$ 63,457	23,009.41	40,448.00
CHANGE IN FB		\$ -	(2,140.00)	(2,140.00)

NORTH COAST EMERGENCY MEDICAL SERVICES
PROPOSED BUDGET FY 20/21
CDPH - HPP - COVID-19 GRANT FUND

ACCT		BUDGET 11/1/2020	ACTUAL 2/28/2021	BAL
402500	REVENUES	56,127	56,127	-
	EXPENDITURES			-
501010	PERSONEL-LARRY KARSTEADT	23,100	23,100	-
510010	FRINGE - LARRY KARSTEADT	6,000	6,000	-
530010	TRAVEL	1,527	-	1,527
	SUBCONTRACTS			
520210	Mathew Karp, MD	4,000	1,500	2,500
508614	Stayce Curry	9,500	6,300	3,200
506810	Patrick Lynch	4,000	1,990	2,010
506910	Dennis Louy	4,000	3,100	900
506710	Kimberly Baldwin	4,000	2,800	1,200
	TOTAL REVENUES	\$ 56,127	56,127	
	TOTAL EXPENDITURES	\$ 56,127	44,790	
	CHANGE IN FUND BALANCE	\$ -	11,337	

* FUNDS RECEIVED IN FULL

NORTH COAST EMERGENCY MEDICAL SERVICES
PROPOSED BUDGET FY 21/22
GENERAL FUND

ACCT#	Description	APPROVED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22	VAR POS(NEG)	
REVENUES					
401500	CONTRACT REVENUE EMS-C19-019	241,648	241,648	-	
404000	HUMBOLDT COUNTY CONTRACT	36,999	36,999	-	
405000	DEL NORTE COUNTY CONTRACT	8,344	8,344	-	
406000	LAKE COUNTY CONTRACT	17,710	17,710	-	
407000	EOA OVERSIGHT FEE	20,000	20,000	-	
410000	SB612FUNDSREVENUE	146,000	146,000	-	
410500	SB1773 RICHIE FUND REVENUE	47,000	47,000	-	
412000	MISCELLANEOUS MEDNET REVENUE	1,500	1,500	-	
413900	CERTIFICATION FEES	15,000	15,000	-	
414000	STEMI RECEIVING CENTER FEE	10,000	10,000	-	
414500	AIR AMBULANCE FEES	10,000	10,000	-	
418000	ANNUAL TRAUMA FEES	30,000	30,000	-	
*	INITIAL TRAUMA FEE	-	20,000	20,000	
440000	INTEREST INCOME TRI COUNTIES	300	300	-	
420000	MISC HUMBOLDT AREA FOUNDATION	15,000	-	(15,000)	
*	HAF	-	5,000	5,000	
401800	ICEMA BASE RATE REVENUE	11,321	15,000	3,679	
*	EMSA VACCINATION ASSIST	-	10,000	10,000	
402000	ICEMA FIELD BRIDGE	4,500	4,500	-	
TOTAL REVENUES		615,322	639,001	23,679	
EXPENDITURES					
501000	EXECUTIVE DIRECTOR - KARSTEADT	77,998	105,544	(27,546)	*NOT SUPPLEMENTED BY COVID GRANT THIS YEAR
502000	ASSOCIATE DIRECTOR - CHAPMAN	53,031	81,106	(28,075)	*PROMOTED TO ASSC DIR FROM PROG MGR
506000	EMS CORDINATOR - HURD	34,881	62,535	(27,654)	*FULL YEAR EMPLOYMENT *HPP SUP \$11K
504000	FISCAL MANAGER - HAWKINS	33,592	49,115	(15,523)	*FULL YEAR EMPLOYMENT *HPP SUP \$5K
503000	EXECUTIVE ASST - MOBLEY	29,553	32,953	(3,400)	*HPP SUP \$5K
502000	PROGRAM MANAGER	23,893	-	23,893	*VACANT FY 21-22
506000	ASSOCIATE DIRECTOR - BRUHNKE	35,592	-	35,592	*VACANT FY 21-22
506700	CONSULTANT- CARES CVEMSA	1,769	1,769	-	
507500	CONSULTANT- INF CONSULTING SE	6,270	6,270	-	*ANTICIPATE ANY 20/21 HPP CARRYFORWARD TO SUPP \$1K-\$7K
507700	CONSULTANT- C. JAY MYHRE	5,000	5,000	-	
508320	CONSULTANT- ICEMA FIELD BRIDGE	4,500	4,500	-	
508300	CONSULTANT - ICEMA	15,000	15,000	-	
508500	CONSULTANT - SELINDA SHONTZ	5,000	5,000	-	
508800	CONSULTANT- LEE HAWKINS	1,850	-	1,850	*NEW HIRE
508700	CONSULTANT- STEPHANIE CURRY	2,100	11,600	(9,500)	*NOT SUPPLEMENTED BY COVID 19 GRANT THIS YEAR
508900	CONSULTANT- KAYCE HURD	7,840	-	7,840	*NEW HIRE
509300	CONSULTANT- PAM MATHER RN	15,000	15,000	-	
509500	CONSULTANT- RITA HENDERSON	50,000	40,000	10,000	
507000	CONSULTANT-TRAUMA CENTER FEE - Dr SHATZ	3,600	1,000	2,600	*SRVCS NOT NEEDED TILL NEXT FY?
*	CONSULTANT - PSYC PRIVILEGES	-	5,000	(5,000)	
520500	MEDICAL DIRECTOR - MATT KARP	32,500	32,500	-	
506500	DISCRETION	7,000	7,000	-	
510000	MEDICAL/DENTAL/LIFE INSURANCE	42,000	42,000	-	
511000	RETIREMENT (SEPS)	41,139	52,827	(11,687)	*15% of wages *HPP SUP \$4.5K
512000	UNEMPLOYMENT	650	650	-	
513000	MEDICARE TAX (AGENCY)	4,527	4,527	-	
521000	AUDIT/ACCOUNTING	-	6,700	(6,700)	*AUDIT FY 19/20 & 20/21
522000	SEMINAR FEES	2,000	2,000	-	*EOA ELIGIBILITY FEES Dr F
523000	MEMBERSHIPS & DUES	2,178	1,650	528	*EMSAAC
525000	LEGAL SUPPORT	2,000	2,000	-	
530000	TRAVEL	7,500	7,500	-	
531000	OFFICE SUPPLIES	16,838	16,838	-	
531500	OFFICE MAINTENANCE	2,400	2,400	-	*RESTIFF CLEANING SRVCS
531510	TRAMA SOFTWARE	1,083	1,083	-	
534000	TELEPHONE	13,000	10,000	3,000	*LOWER ATT RATES
536000	OCCUPANCY	20,500	20,500	-	
537000	WORKERS COMP	1,867	1,867	-	
537500	INSURANCE	3,700	3,700	-	*MISSED THIS IN 20-21 Lincoln-Levitt
540000	MISCELLANEOUS - Med Net	500	500	-	
TOTAL EXPENDITURES		607,851	657,634	(49,782)	
TOTAL REVENUES		\$ 615,322	639,001	23,679	
TOTAL EXPENDITURES		\$ 607,851	657,634	(49,783)	
CHANGE IN FUND BAL		\$ 7,471	\$ (18,633)	(26,104)	

EST. ENDING NET POSITION \$ 173,346 \$ 154,713

* BEG EDAP FUND: \$ TBD

* BEG COMPENSATED ABSENCES PAYABLE: \$ TBD

* BEG NET POSITION: \$ TBD

NORTH COAST EMERGENCY MEDICAL SERVICES
PROPOSED BUDGET FY 21/22
CDPH - HPP- DISASTER GRANT FUND

ACCT #	Description	APPROVED FY 20/21	PROPOSED FY 21/22	VAR POS(NEG)
REVENUES				
403000	CONTRACT REVENUE EPO-17-10178	63,457	56,127	(7,330.41)
EXPENDITURES				
	EXECUTIVE ASSISTANT EPO-1710178	4,976	4,976	-
504030	FISCAL MANAGER EPO-1710178	4,914	4,914	-
506030	EMS COORDINATOR EPO-17-10178	11,036	11,036	-
511030	BENEFITS EPO 17-10178	4,785	4,785	-
507530	CONSULTANT - INFINITE	6,330	*	*ANTICIPATE USE OF ANY 20/21 CARRYOVER HERE
506730	CONSULTANT- KIMBERLY BALDWIN	10,000	10,000	-
506830	CONSULTANT- PATRICK LYNCH	9,000	9,000	-
506930	CONSULTANT- DENNIS LOUY	10,000	10,000	-
530030	TRAVEL HPP	2,416	1,416	1,000.47
TOTAL REVENUES		63,457	56,127	
TOTAL EXPENCES		63,457	56,127	
CHANGE IN FB		-	-	