



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

MEMORANDUM

DATE: October 16, 2020

TO: Joint Powers Agency Governing Board Members

FROM: Larry Karsteadt, Executive Director

RE: **North Coast EMS Governing Board Meeting Agenda**

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

Thursday, October 22, 2020 - 10:30am

<https://us02web.zoom.us/j/82226878945>

Meeting ID: 822 2687 8945
One tap mobile
1-669-900-6833, 82226878945#

We are pleased to announce that Lee Hawkins has been hired as the Fiscal Manager and Kayce Hurd as the Regional EMS/Disaster Coordinator. Lee is doing an excellent job managing our fiscal needs after the unexpected passing of his mother, Maris. Kayce has long served as a paramedic, flight medic, EMS instructor and contractor with North Coast EMS, and we are very excited to have her continue as an important part of the EMS family. Kayce replaced Louis Bruhnke, who served in this capacity as the Associate Director/Disaster Coordinator for 22-years before accepting the position as the Chief Deputy Director of the California EMS Authority. We greatly appreciate Louis' many contributions to the North Coast EMS system and look forward to continuing work with him as the lead EMS administrative officer in California.

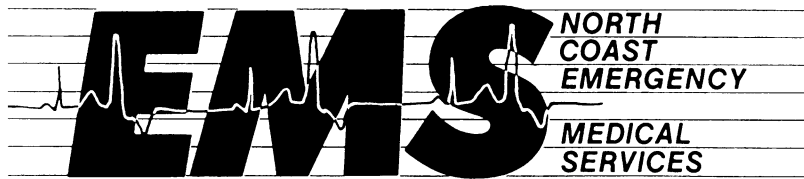
We also extend a thank you to our long serving Governing Board members, Lake County Supervisor and JPA Chairperson Rob Brown, and Del Norte County Supervisor Roger Gitlin. Both will be attending their last meeting, Supervisor Brown after over 16-years and Supervisor Gitlin, close to eight years. We will request that commendation letters be sent to the Del Norte and Lake County Board of Supervisors at the meeting for their many years of public service and North Coast EMS support. We will also request updates on the plan to replace Supervisors Brown and Gitlin.

The JPA Board meeting will include action item requests to: review status of the Humboldt County Exclusive Operating Area (EOA) implementation process and recent EOA request from

Del Norte Ambulance (DNA); JPA Board elections; and, several fiscally related requests, including: use of the Med Net Trust Fund to address Mt Top Repeater repair needs in Humboldt County, report on the status of trauma center fee reimbursements, a new Del Norte Ambulance EOA fee proposal and proposal to adjust current fees for CAE and AMRA, presentation of the FY 2019-20 Year-end Fiscal Report, and a request to approve new COVID-19 related grants. The JPA Board will also go into Closed Session, return to Open Session, and receive a request to approve FY 2020-21 General Fund Budget and HPP Disaster Budget Revisions, and the new CDPH HPP COVID Budget. The Board will also receive updates and including the North Coast EMS COVID-19 and Fire Activities Report.

Thank you!

cc: Gary Pace, M.D, Lake County Health Officer
Teresa Frankovich, M.D., Humboldt County Health Officer
Warren Rehwaldt, M.D., Del Norte County Health Officer
Jay Sarina, Del Norte County CAO
Amy Nelsen, 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
Kerin Mase, CNE, Sutter Coast Hospital
Scott Knight, CAO, Sutter-Lakeside Hospital
David Santos, VP Operations, St. Helena Clearlake Hospital
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, R.N., Trauma Nurse Manager, St Joseph Hospital
Tina Wood, R.N., Trauma Nurse Manager, Mad River Community Hospital
Sean Anderson, R.N., PCNC Mad River Community Hospital
Teresa Campbell, R.N., CNE Sutter Lakeside Hospital
Matt Karp, M.D, Medical Director North Coast EMS
Kayce Hurd, Regional EMS/Disaster Coordinator
Wendy Chapman, Programs Manager 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 Agenda

Thursday October 22, 2020 - 10:30am

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

<https://us02web.zoom.us/j/82226878945>

Meeting ID: 822 2687 8945
One tap mobile
+16699006833,,82226878945#

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

A. Call to Order

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

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 (**Pages 15-22**)
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 (**Pages 23-25**)

C. Old Business

1. **Subject:** Annual Regional EMS Plan Clarification, and EMS Plan and Quality Improvement Plan Updates (Karsteadt)
Recommendation: Accept Clarification and Updates (**Page 26-30**)
2. **Subject:** Humboldt County Exclusive Operating Area (EOA) Update
(Karsteadt/Mather)
Recommendation: Accept Update and Approve Removal of the Performance Bond from the Contract
3. **Subject:** North Coast EMS COVID-19 and Fire Activity Updates
(Karsteadt/Karp/Hurd/Curry)
Recommendation: Accept Written and Verbal Reports (**Pages 31-33**)

D. New Business:

1. **Subject:** Commendation Letters for Supervisors Brown and Gitlin (Karsteadt)
Recommendation: Approve Commendation Letter Request
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
3. **Subject:** JPA Board Elections (Brown)
Recommendation: Elect Supervisor Bohn as Chairperson
4. **Subject:** Set Next Meeting Date (Board)
Recommendation: March 11, 18 or 25, 2021

E. Fiscal Business

1. **Subject:** Review the Warrant List – Sent to JPA Board Members Only
Recommendation: Accept Warrant List
2. **Subject:** Use of Med Net Trust Fund for RWS Service (Karsteadt)
Recommendation: Approve Use of Trust Fund as Requested

- 3. Subject:** Review Status of Trauma Center Fee Payments and Receive Trauma and EMSC System Updates (Karsteadt/Karp/Henderson)
Recommendation: Take Action as Appropriate
- 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 (**Page 34**)
- 5. Subject:** FY 2019-20 Year-End Fiscal Report (Karsteadt/Hawkins) (**Pages 35-36**)
Recommendation: Accept Year-End Report
- 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 (**Pages 36-38**)
- 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.

- 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 (**Pages 38-43**)

F. Closed Session

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

Followed by E. 8

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