

## **County Service Area 17 (CSA-17) - 2006 Meeting Minutes**

[CSA-17 Advisory Committee Meeting Minutes - Special Meeting - January 3, 2006](#)

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[CSA-17 Advisory Committee Meeting Minutes - Tuesday, April 25, 2006](#)

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# County of San Diego

JEAN M. SHEPARD  
DIRECTOR

## HEALTH AND HUMAN SERVICES AGENCY

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Maternal, Child and Family Health Services  
Public Health Laboratory  
PH Nursing/Border Health  
TB & STD Control  
Vital Records

CSA-17 Advisory Committee  
Tom Slipper, Chair/Maggie Houlihan, Vice-Chair  
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### CSA-17 SPECIAL ADVISORY COMMITTEE MEETING MINUTES

Tuesday, January 3, 2006

#### Members Present

Finnell, Mayor Jerry – City of Del Mar  
Hickerson, Tom – Rancho Santa Fe Fire Protection Dist.  
Houlihan, Maggie – City of Encinitas  
Marquardt, Larry – Member-at-Large  
Zovanyi, Peter – Member-at-Large

#### County Staff Present

Lindstrom, Mark  
Marcotte, R.N., Annie  
Metz, R.N., Marcy

#### Recorder

Rupp, Merle

#### Members Absent

Powell, Mayor David – City of Solana Beach  
Slipper, Tom – Torrey Pines Comm. Planning Group

#### Guests Present

Abelman, Dismas – Solana Beach/Del Mar Fire  
Cerny, Barbara – Encinitas Fire  
Johnson, Wayne – S.D. Medical Services Enterprise  
Michel, Tony – Rancho Santa Fe Fire Protection Dist.  
Muir, Mark – Encinitas Fire  
Ott, Chief David – Solana Beach/Del Mar Fire  
Pavone, Chief Nick – Rancho Santa Fe Fire Prot. Dist.  
Simonsen, Michael – S.D. Medical Services Enterprise

## **I. INTRODUCTIONS AND ANNOUNCEMENTS**

Vice-Chair Maggie Houlihan, brought the meeting to order at 4:00 p.m. Attendees introduced themselves.

## **II. STRATEGIC PLAN IMPLEMENTATION**

(Mark Lindstrom) The memo dated December 22<sup>nd</sup>, 2005, we presented our Strategic Plan at the previous meeting in December and, at that time, indicated we'd like to implement two additional twelve-hour ambulances and convert the system to a one-and-one system instead of a two-paramedic system. At this time we're unable to implement that Plan so discussion ensued among the Advisory Committee members and everyone present and the determination was made we should look at implementing part of the Plan so that what we're here for today, as the

memo stated, we'd like to get your support of implementing one twelve-hour ambulance to be headquartered at Rancho Station #2 and that would be a one paramedic, one EMT ambulance to operate twelve hours per day. That ambulance would be permanently in motion in anticipation of the next problem EMS call. I guess that is essentially all I have.

(Mark continued) We did some calculations and figured the cost of that ambulance would be about \$164,000 this fiscal year and \$417,000 in 2006-07. We included five-year progressions showing the system as it currently is vs. what we're projecting what would happen if we implemented the second car. Those are the spread sheets A and B, the new proposal. We're looking for a motion hopefully in support of our Plan and we'll go from there.

(Jerry Finnell) I did want to make a brief point of clarification. In the materials, it's indicated one of the hold-ups is the City of Del Mar will not be totally compliant for at least another two years. I just want for the record to indicate while it is our goal, Chief Ott has some staffing plans and things in mind that would help us achieve compliance within a two-year time frame, there's no assurance we'll be able to do that and we do not have funds in our budget to solve this problem any other way. While we're comfortable with the general plan and hopefully in compliance within two years, there's no guarantees we'll be there. We're working hard towards it.

(Mark Lindstrom) I neglected to say with implementing the one additional system, that will give us some stats on how is this unit helping and where is it being called to the most. We discussed at the Chief Ops meeting we'd headquarter the unit at Rancho Santa Fe #2 to start with and look at that for 90 days and is it working to the best effect of the CSA? We talked maps. The Plan would hopefully be implemented February 1<sup>st</sup>, would give us 90 days to look at things, then look at the numbers, come back to this group in the May meeting with a report and further recommendations if necessary.

(Maggie Houlihan) I think the consultant recommended out of the two, if we did one (#!?), if they recommend positioning Fire Station #4 at Encinitas, as I didn't remember us having a consensus to station it at Rancho Santa Fe. My concerns are, if I remember correctly, am I correct or maybe I don't remember correctly, did we have a recommendation we would station this? If there was only the one out of two stations, at Station 4 Encinitas as based on the consultant's recommendation.

(Mark Lindstrom) My recommendation of the discussion at the last meeting was we would headquarter at Station 2 where we are currently set up to do one-and-one with Rancho Santa Fe. I don't remember exactly what the consultant's report said.

(Annie Marcotte) If you had to go with just one unit, it should be on the coast. We were going to go with two units because one of the areas of the coast can't cover one-on-one. At the time we had our discussion at the Advisory meeting, I believe there was no consensus. Encinitas couldn't go one-and-one but apparently they can. The consultant also said the best location in Rancho Santa Fe would be Station 3 and 4 in Rancho Santa Fe but 3 is not equipped to have an ambulance so Station 2 became the default. I don't know, I did recall we discussed at the last meeting that we could start it on the east end because we had the capability of having the one-and-one already.

(Maggie Houlihan) It seems strange to me we're not going with the recommendation for Rancho Santa Fe and not with the recommendation if you only had one, you would station at Station 4, so we're not following either recommendation and I don't know if the committee is

comfortable with that.

(Larry Marquardt) I was working with setting this up and on the Strategic Plan, one of the things with the whole thing was these would not be stationed. They're going to float. If a call is made out of Encinitas and the ambulance has gone there, then that unit would float towards that area because it is vulnerable. As far as all the stuff from the consultant was this would not be a stationary unit. Has to have a place to start with and that's the only thing.

(Maggie Houlihan) I'm concerned we're not following the consultant's when we talked about twelve-hour ambulances about where to house it or where the base should be and we're not actually—we came up with our own recommendation, and to tell you the truth, I just want to make sure we have a solid rationale whether it's moving around or not. If we only had one they expected it to be moving. I am re-trying to re-visit it. I want to make sure there was a rationale and I think the consultant's report was reasonable. I don't remember all of our discussion at the November meeting. Seems like we came up with ideas but now we're moving away with either of the recommendations of the consultants. What's the solid justification and the name of the working group, that's the operational group? What's some of the feelings from that meeting?

(Mark Muir) My recollection of the consultant was Station 4 at Encinitas as the second unit; Rancho Santa Fe or Elfin Forest based on the discussion we had today. There was a system-status process. The unit roves and goes wherever it is needed and the providing agency provides a controller. We talked about you log into Station 2, then out to the coast, then you'd be going back. The conversation we had today we placed it back on the provider and let him control where that unit is. We talked about a 75 or 90 day review and changing the date so I think we could change the next Advisory Committee meeting date in May.

(Jerry Finnell) Could we try it in one location for 75 days and another location for 75 days and see if it makes a difference?

(Maggie Houlihan) If we have a consultant that made that recommendation, I don't know how it works or have any operational experience, I guess there's no real problem with it. Help me remember why we discussed moving it to Rancho Santa Fe station.

(Annie Marcotte) When we first brought up the discussion about where to locate the ambulances we were looking at, do you cover for calls or for geography? On the coast, uncredited. Currently, they get about 90 to 93% met within the time frame without any exceptions. On the eastern end we have a whole area of not having it covered on time of course. There are not as many calls. There's a lot of calls on the coast. We looked at trying to develop a system to cover not only the geographic response time but also the calls time. We found that the most flexibility in the system would be to have two twelve-hour calls, one stationed in the eastern end and the other stationed on the coast. We would like to do that. That would be the best we could do at this point and time. The economic feasibility of implementing both is not exactly there unless you want to discuss that. We thought we could do a partial implementation. Rancho Santa Fe is already a one-and-one station, that's not an issue, and, at the time we did not have any good feelings that Encinitas would go to one-and-one. That has changed, but at the time that's why we had discussed putting it out there. Actually if you want to think about it, it doesn't matter where it goes, it's going to always be moving. We are going to have the provider do all the managing of that unit because the dispatch can't manage the system status so, in affect, they'll put it wherever it needs to be to go to the next call. That's the recommendation that I recall from our consultant was if you had only one unit, it should go on the coast, but we were building the system with two units. So now we're implementing the one

unit but not necessarily stay that way, so we can develop stats with that unit to find out where in fact is it going to be responding to. We don't know if it will always be on the coast. That was the whole basis for putting that. I have no problem with changing that discussion.

(Peter Zovanyi) Do you think the success is going to hinge on what's going to happen with the compliance figures? What do you anticipate we could do 60 days here and 60 days here with respect to the compliance on the coast. If we didn't have it on the coast I don't think it would affect the compliance on the coast because it's already very high with respect to the eastern area. If it's available more to the east or the Rancho Santa Fe ambulance, that's already there and not pulled out of there to cover the coast, then you have better compliance on the eastern end. I don't think we'll have some areas hard to cover. This ameliorates some of these issues. Would it impact the coast? Sure. Would be a good way to find out.

(Maggie Houlihan) Other question. The consultants—if we're only implementing one—we're looking at this with just one—I want to get a clarification from Barbara or Mark on the Encinitas not being one-on-one.

(Barbara Cerny) We have been able to cover the one-and-one on every one of our engines. We have to have the engineer medics.

(Annie Marcotte) One paramedic and one EMT instead of two paramedics on the ambulance.

(Mark Muir) The consultant's analysis—the eastern area looked at the geographic area vs. the call area. Geographical location and incident numbers were taken into consideration.

(Maggie Houlihan) I'm looking at this as a district which we are. I don't understand why we would not start the evaluation based on the consultant's recommendation because the consultant's took all of this into consideration. Do the evaluation there and see what happens. Seems we are not really talking about implementing two. 2009-2010 budget we're looking at and we're still talking about one for the foreseeable future.

(Mark Lindstrom) We're not talking about implementing one, but for the overall Plan we're talking about implementing two. We can't implement two now so let us implement part of it. We are going to be looking at some scenarios that would allow us to implement the second half of the Plan so by next meeting in May we can have some information for us. If we implement the second half of the Plan under circumstances and see how things would look financially.

(Maggie Houlihan) In this evaluation we might find things are working really well, can we look at that? Are the two going to make that?

(Annie Marcotte) Two gives us flexibility in this system to cover both the geographic and call volume. We may be able to accomplish the same thing with just one additional unit. We have nothing to base this on except for computer modules and past history.

(Jerry Finnell) What difference does it make if it's always on the move?

(Mark Lindstrom) It's a great argument.

(Maggie Houlihan) Why would the consultant have gone to the trouble to say it does matter? Even when they were recommending one they were recommending this kind of flexibility.

(Annie Marcotte) Both of them were anticipated to be moving.

(Maggie Houlihan) That's my question as well. Why did the consultants do the evaluation then? With one he felt it would be appropriate at Encinitas Station 4. If I'm going to ignore their recommendation, I want to understand why.

(Mark Lindstrom) I would guess that's where the high volume is so start it at the high volume area. If you're only going to have one where it's more likely the first unit would get called out and be needed there.

(Peter Zovanyi) I have no problem with the trial period. Since it's going to be a mobile unit I'm not sure where we're going to be.

(Annie Marcotte) I think essentially we're asking you to implement partially the system, knowing full well in the next meeting you'll be getting additional information to look at complete implementation, implementing part of the system to develop actual stats to see where that ambulance will be responding.

(Peter Zovanyi) Will that be different in where the stats are now or just our ability to respond now more affectively?

(Annie Marcotte) We know we have peak hours in which to add a unit where they're unit will be used most. We can assume it will be the coast but we don't know that.

(Peter Zovanyi) The operators will learn the streets driving back and forth. I've always been troubled by our lack of compliance in the eastern area.

(Annie Marcotte) It's a glaring difference.

(Mark Muir) We're looking at an evaluation period. Maybe your suggestion about over at Station 2 or One is a healthy recommendation so we're going to analyze the information to make an informed recommendation.

(Maggie Houlihan) I'm also concerned depending on the time period where you're evaluating in the summer you're going to get a lot more calls in Encinitas.

(Annie Marcotte) The time period we're looking at is February through April.

(Wayne Johnson) The consultant did their analysis based on call responses in the district as a whole. A lot of the recommendations were based on that fundamental basis. That's why you see the Station 4 issue come up. One thing the evaluation doesn't take into consideration is what happens if the extra unit you put on, takes that call that normally the Rancho Santa Fe unit would have to take if that unit wasn't there and what effect that will have on Rancho Santa Fe. Nobody really knows. My recommendation would be to think more on the macro level and not so much where the unit might be. Make the charge to the provider to say instead. I can't change anything in this contract period. My recommendation is let the provider equalize call distribution and geographic coverage and it may happen by taking more calls on the coast. We may want to move 96 further east or do some things to try to cover those calls a little better. In the meantime, let us work that with the Chiefs and the folks here to operationally see if that may work out a little better and study that, rather than lock us into here 75 days here, or 75 days there. Higher compliance will result. The reason for the five units was to make the CSA self-

sustaining. We're going to be. With credited compliance we're going to be close to 100% compliant in this scenario. The coast, yea, is going to get better and other things are going to get better but cost benefit out of this. What happens when we're not the provider and we don't have Medic 33 and 24 into the system? The other component is make the system kind of self-sustaining from that stand point. You have an RFP coming up this year. This contract goes out to bid. Then decide, do we want 90% compliance in Rancho and Elfin Forest and see what the bids come in at.

(Peter Zovanyi) The critical part of this whole proposal is the creation of a new twelve-hour unit, so regardless of where it's ended up, aren't we going to expect a more home-based Rancho unit and better compliance?

(Wayne Johnson) That would be the anticipated benefit right now. If that occurs you have a move-up twelve-hour car in there. Maybe they pick it up and Rancho stays there. The question becomes how do we handle the Four-S Ranch and the eastern part of the district and move it out and have the twelve-hour come out of Station One to be closer to that.

(Nick Pavone) One of the problems we see experiencing is the longer response time on the eastern part of the district. There are units available on the coast and the A Unit from the coast goes east, then that creates a vacancy on the coast where the next call problem is. We don't have a problem getting the unit to the coast but getting the additional units, but that creates a longer response time in the eastern portion of the district so an additional unit will provide more flexibility on longer response times.

(Jerry Finnell) I would like to go down the path of experimenting. Try it in two different locations to see if it makes a difference.

(Maggie Houlihan) And see if the operational group, so we can authorize the additional twelve-hour units. Get it worked out to make everyone comfortable to get the best of everything all said and done.

(Peter Zovanyi) So the provider is seeing it through the operational chiefs. So the extra unit is critical.

(Maggie Houlihan) So we're discussing so the ops chiefs can report back; how does that sound to everybody?

(Mark Lindstrom) I interpreted what Wayne said, rather Jerry said, try it here and try it here for equal amounts of time.

(Wayne Johnson) We're the provider. We'll do whatever you want to do.

(Maggie Houlihan) You guys work together to come up with a model to location by location and we'd support the additional twelve-hour unit and you guys do the evaluation as you see how things work and report back to us, but you would be including the advantages and disadvantages of both locations.

(Larry Marquardt) That will be the case. If they start out in one spot, they'll find out which is the most logical and which unit is going to be used the most. Make sure it's being used to the best advantage.

(Mark Muir) An evaluation period of 90 or 75 days, we can still do that and update you and re-evaluate where to move it or keep it where it's at.

(Peter Zovanyi) The flexibility is critical. **MOTION: Peter Zovanyi/Seconded by Mayor Jerry Finnell) Our charge on the Board is to authorize the additional unit expenditure and whatever the planning recommendation in a general sense was, I wasn't on that committee. I'm certainly in support of authorizing that additional twelve-hour unit.**

(Peter continued) Twelve-hour car yes. You guys figure out how to distribute it and evaluate it and come back and tell us. Importantly, we're authorizing an additional twelve-hour unit consistent with the recommendations of the Strategic Committee to be utilized in the best use of the district and we're looking for a report back and put back the Advisory Committee meeting by a couple of weeks.

(Mark Lindstrom) We need a contract amendment with Wayne and get that amendment through the system and go from there.

(Maggie Houlihan) Even if we have our regularly scheduled meeting, we may find a progress report anyway and call a separate special meeting. **Jerry Finnell seconded it again here. Noone was opposed and no abstentions.**

(Maggie continued) Before we adjourn, can I ask two quick questions to remind us in the minutes we find out about the property tax negotiations that will be an agenda item and our Health and Wellness January 28<sup>th</sup> in Encinitas. We're having it in Encinitas.

(Michael Simonsen) As Lisa is normally here, she's leading this. It's a health fair at a Encinitas Community and Senior Center. We're going to be offering free CPR classes limited to people who sign up and health experts there. I believe it starts at 9:00 a.m. and goes to noon or 1:00 p.m.

(Maggie Houlihan) We want to make sure we get folks there and get a press release. He (Michael) will send an e-mail on that and before the press release goes out, I'd like to look at that.

(Mark Lindstrom) Once we approve the press release, Merle can send it out.

(Peter Zovanyi) A resource item, just a simply mapping of stations and units would be good for board members.

### **III. ADJOURNMENT**

**MOTION made by Tom Hickerson, Seconded by Peter Zovanyi, to adjourn the meeting. MOTION carried.**

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Merle Rupp, County EMS





# County of San Diego

JEAN M. SHEPARD  
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## CSA-17 ADVISORY COMMITTEE MEETING MINUTES

Tuesday, February 7, 2006

### Members Present

Finnell, Mayor Jerry – City of Del Mar  
Houlihan, Maggie – City of Encinitas  
Zovanyi, Jerry – Member-at-Large

### Guests Present

Cerny, Barbara – Encinitas Fire  
Heiser, Chief Don – Encinitas Fire  
Johnson, Wayne – S.D. Medical Services Enterprise  
Michel, Tony – Rancho Santa Fe Fire  
Ott, Chief David – Solana Beach/Del Mar Fire  
Pavone, Chief Nick – Rancho Santa Fe Fire  
Simonsen, Michael – S.D. Medical Services Enterprise  
Sturtevant, Jim – Rancho Santa Fe Fire

### Members Absent

Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.  
Marquardt, Larry – Member-at-Large  
Powell, Mayor David – City of Solana Beach  
Slipper, Tom – Torrey Pines Comm. Planning Group

### County Staff Present

Lindstrom, Mark  
Marcotte, R.N., Annie  
Metz, R.N., Marcy

### Recorder

Rupp, Merle

## **I. INTRODUCTIONS AND ANNOUNCEMENTS**

Maggie Houlihan, Vice-Chair, brought the meeting to order at 4:00 p.m. Attendees introduced themselves.

Ms. Houlihan stated that the Health Fair held January 18, 2006 was outstanding. She personally made over 600 mini-smoothies. There was blood pressure testing, a bicycle clinic where a person could have their bicycle tuned up, and a triathlete was present who has muscular dystrophy, who was the motivational speaker. The staff at the community center where it was held were great also.

Ms. Houlihan requested information on attendance requirements of Advisory Board members and to find out why members have not been attending recent meetings and what their future intentions are. If members are not interested in continuing to serve, alternates should be selected if an alternate is not already in place. **ACTION: County EMS staff will check the CSA-17 Bylaws on the attendance requirement and ascertain what members intentions are as to serving on the Board. Ms. Houlihan requested that the issue of "Attendance" be placed on the agenda for the next CSA-17 meeting on May 2, 2006.**

**II. APPROVAL OF MINUTES – November 1, 2005 and January 3, 2006**

**Due to the lack of a quorum, the Minutes of November 1, 2005 and January 3, 2006 were not approved. Tabled until next meeting of May 2, 2006. However, the Board members present recommended approval of both sets of minutes for the next meeting.**

**Board members would like to make sure that the September, 2005 compliance report statistics be made available.**

**III. PUBLIC COMMENTS/PETITIONS**

None.

**IV. MANAGEMENT TEAM REPORT**

**A. Financial Report (Mark Lindstrom, County EMS)**

Mr. Lindstrom distributed a sheet titled "CSA-17 Budget Tracking, FY 2005-06, December 31, 2005." This sheet included the year-end projections based on second quarter revenue and expenditures. Approximately \$65,000 has been set aside for purchase of hand-held patient information devices for the non-transporting fire engines. \$10,000 is for the radios for the new 12-hour ambulance and \$160,000 is for twelve-lead monitors, EKG machines. County EMS Staff is working with County Purchasing and Contracting to get contract amendments in place and have the agencies purchase the units at a reduced price.

It is estimated that CSA-17 will still finish the year approximately \$178,000 to the good this year.

The contract between the County of San Diego and San Diego Medical Services Enterprise will expire on August 31, 2007. Work on the Request for Proposal (RFP) for a new contract will begin in the very near future.

Budget preparation for fiscal year 2006-07 will begin very soon also. Mr. Lindstrom asked if some members would be willing to serve on the budget subcommittee once again. **ACTION: Ms. Houlihan and Mr. Finnell volunteered to participate.**

## Property Tax Negotiations

**ACTION: Tabled until next CSA-17 meeting of May 2, 2006. Mr. Lindstrom will follow-up further with the County's Property Tax Services division.**

## Strategic Plan

At the CSA-17 Fire Chiefs meeting previously on this date, discussion was held on what would occur if a second unit was implemented July 1, 2006. With updated finances, it is hoped that the second unit might be implemented sooner in the future than earlier estimated. It is hoped that Del Mar Fire will have one-and-one paramedic and EMT capability by 2008. The fact that Encinitas Fire has been able to go one-and-one at this time has been a big financial savings.

Ms. Houlihan thanked County staff for the CSA-17 map of fire station locations.

### B. Administrative Report (Annie Marcotte, R.N., County EMS)

Bruce Haynes, M.D., has been appointed as the Interim EMS Medical Director. The last day of Dr. Vilke's employment is February 28, 2006 so Dr. Vilke is still the Medical Director until that date. Dr. Haynes has many years of experience in emergency medicine and for the last thirteen years he has been and is the EMS Medical Director for Orange and Imperial Counties. Dr. Haynes will be employed approximately twenty hours a week for San Diego County. The interview panel will once again convene to find a full-time EMS Medical Director for the future.

Discussion ensued on the progress of a Letter of Support/Concern regarding the EMS Medical Director position. Some groups, such as the San Diego County Fire Chiefs' Association did meet with County CAO Walt Ekard and Carmel Angelo, Interim EMS Director and expressed their concerns. Ms. Houlihan expressed frustration over trying to get a solid answer on why Dr. Vilke's contract was being terminated and the perceived conflict of interest.

Marcy Metz, R.N., County EMS Assistant Director, stated that the issue came about after UCSD Medical Center announced its' twenty-year Vision Plan and a discussion regarding trauma centers. With the County Board of Supervisors designating trauma centers, they felt having the County EMS Medical Director employed by UCSD a perceived conflict of interest.

Ms. Houlihan requested that the Fire Chiefs' forward a copy of their letter and she would tailor it to be more specific from the CSA-17 Advisory Board. In this manner, the views of elected officials and representatives of unincorporated areas of the County can voice their opinions. Ms. Houlihan will plan on making a presentation to the County Board of Supervisors on this subject.

Ms. Metz announced that Mr. Lindstrom has been promoted to Principal Administrative Analyst with County EMS and Advisory Board members and attendees congratulated him. Mr. Lindstrom stated that he would continue in his current role with CSA-17. Ms. Houlihan recommended Mr. Lindstrom bring refreshments to the next meeting in celebration of his appointment.

C. Paramedic Provider Report (Wayne Johnson, S.D. Medical Services Enterprise)

Mr. Johnson concurred that the North County Health Fair was very successful with a very good turnout.

<u>Month</u>	<u>Uncorrected Compliance</u>	<u>Corrected Compliance</u>
September, 2005	85.06%	95.66%
October, 2005	88.86%	96.55%

V. SET NEXT MEETING/ADJOURNMENT

The next meeting was scheduled for Tuesday, May 2, 2006 at 4:00 p.m. at the Solana Beach City Hall Council Chambers. (The meeting date was later changed to Tuesday, April 25, 2006 at 4:00 p.m.)

The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS



# County of San Diego

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## CSA-17 ADVISORY COMMITTEE MEETING MINUTES

Tuesday, April 25, 2006

### Members Present

Hickerson, Tom – Rancho Santa Fe Fire Protection Dist.  
Houlihan, Maggie – City of Encinitas  
Marquardt, Larry – Member-at-Large  
Powell, David – City of Solana Beach  
Slipper, Tom – Torrey Pines Community Planning Group  
Zovanyi, Peter – Member-at-Large

### County Staff Present

Amarila, Lorna  
Angelo, Carmel  
Haynes, M.D., Bruce  
Lindstrom, Mark  
Marcotte, R.N., Annie

### Members Absent

Finnell, Jerry – City of Del Mar

### Guests Present

Abelman, Dismas – City of Solana Beach/Del Mar  
Cerny, Barbara – Encinitas Fire  
Heiser, Chief Don – Encinitas Fire  
Johnson, Wayne – S.D. Medical Services Enterprise  
Michel, Tony – Rancho Santa Fe Fire  
Olejnik, Lorelee – S.D. Medical Services Enterprise  
Pavone, Chief Nick – Rancho Santa Fe Fire Prot. Dist.  
Sturtevant, Jim – Rancho Santa Fe Fire Prot. Dist.  
Twohy, Frank – Elfin Forest

### Recorder

Rupp, Merle

## I. INTRODUCTIONS AND ANNOUNCEMENTS

Tom Slipper, Chair, brought the meeting to order at 4:00 p.m. Attendees introduced themselves. Jerry Finnell, City of Del Mar, was out of town and unable to attend this meeting.

Chief Don Heiser, City of Encinitas, stated this was his last meeting as he was retiring, effective June 30, 2006. He stated that he was aware that the CSA-17 Advisory Board has an awesome role in front of them, representing the people that they do, and has some very good challenges in front of them. He thanked them for their work.

## **II. APPROVAL OF MINUTES – November 1, 2005, Jan. 3, 2006 and February 7, 2006**

On page two of the previous minutes of February 7, 2006, under Approval of Minutes, second line should read “Tabled until next meeting of May 2, 2006” but date should be changed to “April 25, 2006.” With this mentioned correction, MOTION was made by Maggie Houlihan, Seconded by Larry Marquardt to approve the Minutes from the three meetings of November 1, 2005, January 3, 2006 and February 7, 2006. MOTION carried.

## **III. PUBLIC COMMENTS/PETITIONS**

Chief Nick Pavone, Rancho Santa Fe Fire, expressed a concern that the CSA-17 Fire Chiefs did not feel they were included in the budget process this year. He stated that in the past the Fire Chiefs Operations Committee has always been actively involved in the preparation of the budget with the County staff. This year the Operations Committee didn't see the budget until it was actually prepared by the County staff.

Ms. Houlihan recommended any further comments on an agenda item be discussed during that time on the agenda. In this manner, Board members can respond and ask questions if necessary.

## **IV. MANAGEMENT TEAM REPORT**

### **A. Financial Report (Mark Lindstrom, County EMS)**

Mr. Lindstrom referred attendees to the report that showed CSA-17 has taken in \$340,000 more in revenues than it has expended, leaving a reserves balance of 2.1 million dollars as of March 31, 2006. He referenced column “H” of the handout labeled “Letter A” that projects FY 2005-06 revenue at about \$92,000 over expenditures. This is about \$86,000 less than the second quarter projection and is due primarily to a decreased projection in non-residential Mutual Aid revenue, and increased expenditure projections due to full implementation of the strategic plan prior to July 1, 2006.

Ms. Houlihan requested that maintenance costs and life expectancy be included when requesting Advisory Committee support for future equipment expenditures.

### **B. Administrative Report (Annie Marcotte, R.N., County EMS)**

Ms. Marcotte introduced Carmel Angelo, Interim EMS Director and Bruce Haynes, M.D., EMS Interim Medical Director. Dr. Haynes has many years of experience with EMS as he is currently the EMS Medical Director for both Orange and Imperial Counties. One or both will plan on attending the CSA-17 meetings in the future.

Ms. Angelo announced that the County will be hiring a permanent full-time EMS Medical Director. Ms. Houlihan requested clarification of the situation regarding the former EMS Medical Director and the contract involved with UCSD. Ms. Angelo explained that in February, 2005, the County made the decision not to contract with any health care delivery system for the EMS Medical Director position.

The twelve-lead EKG monitors have been purchased. The vendor will be putting the product in place and education will be conducted by the San Diego Medical Services

Enterprise.

The first peak-load ambulance was implemented April 1, 2006.

The Cardiac Advisory Committee (CAC) has been meeting monthly to discuss development, location and policies for STEMI receiving centers for people with ST Elevation MI's. The policies concern the certification of hospital cath labs and the ability of the cath labs to be open 24 hours-a-day, seven days-a-week to accept these patients. The policies are currently being reviewed by County Counsel.

The Stroke Task Force has been meeting and has established three subcommittees being 1) Education to the public for early recognition of signs and symptoms of stroke; 2) Inpatient care for stroke patients; and, 3) Acute prehospital care. A public awareness campaign is also being developed. A stroke questionnaire survey has been sent out to all hospitals.

Ms. Houlihan stated that anything that the County EMS office could provide CSA-17 in the form of a press release for their area would be welcome.

C. Paramedic Provider Report (Wayne Johnson, S.D. Medical Services Enterprise)

The report for November, 2005 was the only one available at this time. County EMS is reviewing the other months. The new 12-hour ambulance unit #2692 has been implemented out of Rancho Station Two and is currently doing the move-ups and filling necessary gaps when necessary.

Mr. Johnson introduced Loralee Olejnik is now working as SDMSE's Education Coordinator and stated that if anyone had anything they would like done in the community education process, Ms. Olejnik is the person to contact. Ms. Olejnik will be conducting the next health fair.

Mr. Johnson stated that the majority of calls go to Scripps Encinitas most of the time. Ms. Houlihan asked how it could be determined if Scripps Encinitas is overwhelmed by this volume. Mr. Johnson replied that SDMSE has attempted to measure that component of service, however, one barrier is obtaining return information from the hospitals. SDMSE does monitor patient delivery through their bed delay status and tries to get the patient to the nearest hospital and hospital of their choice as soon as possible but there are times the patients do have to wait.

Mr. Powell inquired if information was being collected on how long a transport takes and how much time a unit is out of service due to off-load delays. **ACTION: Mr. Johnson replied that he would try to get as much information as possible on a monthly basis.**

Dr. Haynes added that currently a survey is being composed by the Emergency Medical Oversight Committee which should be done in May or June, which will be an audit of the off-load times with the patient once the paramedic or EMT arrives in the emergency room and how many minutes it takes to get the patient into a bed in the hospital. The nurse will record the time on a clock in the E.R. Dr. Haynes informed attendees of a website called [hospitalcompare@hhs.gov](http://hospitalcompare@hhs.gov) which most hospitals have agreed to share

data on for higher reimbursement patient rates. Data is available on heart attacks, heart failures, pneumonia, etc. Hospitals can be compared around the County as well as around the country.

<u>Month</u>	<u>Uncorrected Compliance</u>	<u>Corrected Compliance</u>
November, 2005	89.51%	97.07%

**V. STRATEGIC PLAN**

Mr. Lindstrom referenced the handout labeled “Letter B” showing revenue and expenditure projections for full implementation of the CSA-17 Strategic Plan through FY 2014-15. He stated that after a review of the financial projections the CSA would like to implement the second 12-hour ambulance effective May 1, 2006 instead of July 1, 2006 as initially planned. Mr. Lindstrom pointed out that the projections show that current revenue streams can support the system through FY 2010-11 and that in FY 2011-12 existing revenue streams would need to be increased or an additional revenue source would need to be added.

**MOTION made by David Powell, Seconded by Larry Marquardt, to implement the second twelve-hour ambulance into service effective May 1, 2006 and approve the Strategic Plan. MOTION carried.**

**VI. BENEFIT TAX**

**MOTION made by David Powell, Seconded by Tom Slipper, to approve the benefit tax adjustment, based on the consumer price index increase of 3.7%. The new benefit tax fee would be \$23.94.**

**VII. BUDGET**

Mr. Lindstrom referenced handout “Letter C” the FY 2006-07 CSA-17 Budget Proposal that was sent to committee members on April 19, 2006.

**MOTION made by David Powell, Seconded by Peter Zovanyi, to approve the Budget for Fiscal Year 2006-07. MOTION carried.**

**VIII. PROPERTY TAX NEGOTIATIONS**

Mr. Lindstrom is continuing to meet with the County’s Property Tax Service office in hopes of obtaining information on why CSA-17 was not included in receiving a portion of the tax rate when the Four-S Ranch area was annexed into CSA-17.

**IX. REPRESENTATION/ATTENDANCE**

Discussion ensued regarding regular attendance by Advisory Board members at the CSA-17 meetings. Two recent meetings were held without a quorum. It was noted that some members had missed 3 out of 4 quarterly meetings in the past year. It was recommended that if Advisory Board members cannot attend a meeting, they contact Merle Rupp, County EMS, to let him know ahead of time. Consensus was reached that attending 75% of the meetings for the year is a reasonable expectation for Advisory Board members. **ACTION: Copies of the Bylaws were distributed and it was recommended that this be an agenda item for the next CSA-17**



meeting of August 1, 2006.

**X. ELECTIONS**

**MOTION made by Larry Marquardt, Seconded by Tom Slipper, to appoint Maggie Houlihan as Chair of CSA-17 for Year 2006. MOTION carried.**

**MOTION made by Peter Zovanyi, Seconded by Maggie Houlihan, to appoint Tom Hickerson as Vice-Chair of CSA-17 for Year 2006. MOTION carried.**

**XI. SET NEXT MEETING/ADJOURNMENT**

The next meeting was scheduled for Tuesday, August 1, 2006 at 4:00 p.m. at the Solana Beach City Hall Council Chambers.

The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS



# County of San Diego

JEAN M. SHEPARD  
DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY

NANCY L. BOWEN, M.D., M.P.H.  
PUBLIC HEALTH OFFICER

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Maternal, Child and Family Health Services  
Public Health Laboratory  
PH Nursing/Border Health  
TB Control & Refugee Health  
Vital Records

CSA-17 Advisory Committee  
Maggie Houlihan, Chair/Tom Hickerson/Vice-Chair  
c/o Emergency Medical Services  
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## CSA-17 ADVISORY COMMITTEE MEETING MINUTES

Tuesday, August 1, 2006

### Members Present

Finnell, Jerry – City of Del Mar  
Hickerson, Tom – Rancho Santa Fe Fire Protection District  
Houlihan, Maggie – City of Encinitas  
Marquardt, Larry – Member-at-Large  
Slipper, Tom – Torrey Pines Community Planning Group  
Zovanyi, Peter – Member-at-Large

### County Staff Present

Bohy, Wendy  
Haynes, M.D., Bruce  
Lindstrom, Mark  
Marcotte, R.N., Annie

### Members Absent

Powell, David – City of Solana Beach

### Guests Present

Abelman, Dismas – Cities of Solana Beach/Del Mar  
Burch, Eric – American Medical Response  
Carlson, Chris – The Carlson Group  
Johnson, Wayne – S.D. Medical Services Enterprise  
Murphy, Michael – S.D. Medical Services Enterprise  
Olejnik, Lorelee – S.D. Medical Services Enterprise  
Ott, Chief David – Cities of Solana Beach/Del Mar  
Ward, Darrin – Encinitas Fire

### Recorder

Rupp, Merle

## **I. INTRODUCTIONS AND ANNOUNCEMENTS**

Maggie Houlihan, Chair, brought the meeting to order at 4:00 p.m. Attendees introduced themselves.

## **II. APPROVAL OF MINUTES – April 25, 2006**

**MOTION was made by Peter Zovanyi, Seconded by Tom Hickerson to approve the Minutes from April 25, 2006. MOTION carried.**

### **III. PUBLIC COMMENTS/PETITIONS**

None.

### **IV. MANAGEMENT TEAM REPORT**

#### **A. Financial Report (Mark Lindstrom, County EMS)**

Mr. Lindstrom introduced Wendy Bohy, Analyst III, County EMS. Ms. Bohy will be taking over the financial responsibilities for Mr. Lindstrom at the CSA-17 meetings in the future.

Preliminary FY 2005-06 Actual Revenues over Expenditures figure to date is \$315,279, leaving an end Reserves as of June 30, 2006 of \$2,084,109. The County is still in the process of finalizing year-end figures but this estimate should be close. The purchase of the tap chart system won't happen until FY 2006-07.

The Advisory Board Committee had previously asked County staff what was the amount of loss to CSA-17 in regard to the property tax revenue that was taken by the County when the 4-S Ranch area was annexed into CSA-17. The County Property Tax service personnel gave the current 4-S Ranch tax ratio and property values and it was determined that CSA-17's tax revenue loss was approximately \$70,000 in FY 05-06.

It was asked what safeguards are now in place to prevent this from happening again. Currently, the only known safeguard is awareness. When a new area is about to be annexed into the CSA, we will need to work closely with the County Department of Planning and Land Use, LAFCO, and the Treasury Tax Collector's Office to be certain the CSA receives all revenue due.

#### **B. Administrative Report (Annie Marcotte, R.N., County EMS)**

A news release was distributed announcing that Bruce Haynes, M.D., had been appointed as the full time County EMS Medical Director, effective August 15, 2006.

County EMS is proceeding with the development of STEMI Receiving Centers for patients who have a specific type of myocardial infarction. Paramedics will be directed to specific hospitals for these patients who will accommodate them to a cath lab. The County is in the process of designating certain hospitals to perform this function. Thirteen hospitals applied including Balboa Naval Center. Some of the hospitals have been site-surveyed already and this will go forward to the County Board of Supervisors for them to authorize this action with Memorandum of Understandings. In CSA-17, the two hospitals that are participating are Scripps Encinitas and Tri-City.

The Stroke Designation Centers project is moving along behind the STEMI process. Surveys are being returned from all the hospitals where there were a number of questions asked of them, e.g. if they would be capable of managing stroke patients. Suggested directions from Get With the Guidelines and the American Heart Association are being followed and the surveys are currently being reviewed.

The Off-Load Study is finished and the data are being compiled. This was a two week

study of the amount of time paramedics/EMT's waited at an emergency department to off-load a patient in a timely manner because of high patient volume or not enough hospital staff.

**ACTION: It was requested if a data summary could be presented at the next CSA-17 meeting of Tuesday, November 7, 2006, and County staff agreed that should be available.**

Dr. Haynes thanked Ms. Marcotte for speaking on a number of projects that he has been involved with for the past four months as Interim Medical Director. He added that he plans on looking at the system as a whole to see where the system is going, where it ought to be and what areas could things be done better in. Currently there is a big health care study going on by a couple of consultants to the County reviewing the system as a whole. Also, the Institute of Medicine, a national organization that conducts academic studies on different health care issues, just studied emergency care and released three booklets regarding this which will help to analyze things.

**ACTION: It was requested that Dr. Haynes give a Medical Director's Report at each CSA-17 meeting and to add that to the agenda from now on.**

C. Paramedic Provider Report (Wayne Johnson, S.D. Medical Services Enterprise)

At the previous CSA-17 meeting, David Powell, City of Solana Beach, had requested information on off-load delays, specific to the CSA-17 area. There haven't been any major delays recently at Scripps Encinitas or Scripps La Jolla. The hospitals have been doing a great job in getting the units in and out.

The tap chart system (the hand-held device for patient tracking) started about a week ago, and is working well.

Loralee Olejnik, Education Coordinator, stated that community education has been going very well thanks to all the support she has received and the relationships that have been built. The fire departments have been great in working with her as well. Business relationships have been built not only with business owners but with chamber of commerces as well. Presentations have been given to town council groups also on emergency medical issues. Blood pressure checks are given at Encinitas Senior Center. It was suggested that planning could begin for the second annual health fair, which was such a success in its' first year last year.

**ACTION: It was requested that the Community Health Fair Event be added to the agenda for the next CSA-17 meeting of Tuesday, November 7, 2006.**

<u>Month</u>	<u>Uncorrected Compliance</u>	<u>Corrected Compliance</u>
December, 2005	87.39%	97.02%
January, 2006	88.02%	97.14%

V. **REPRESENTATION/ATTENDANCE**

Discussion ensued regarding missed attendances for CSA-17 Advisory Board meetings. Concern was expressed regarding the lack of representation from the City of Solana Beach. The City had thought a particular person was their current alternate but was no longer with them. A new alternate needs to be appointed.

**ACTION: It was requested that the CSA-17 Bylaws be mailed out in the packet for the next CSA-17 meeting of Tuesday, November 7, 2006.**

VI. **SET NEXT MEETING/ADJOURNMENT**

The next meeting was scheduled for Tuesday, November 7, 2006 at 4:00 p.m. at the Solana Beach City Hall Council Chambers.

The meeting adjourned at 4:28 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS