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County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES

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Community Epidemiology
Emergency & Disaster Medical Services
HIV, STD and Hepatitis
Immunization
Maternal, Child and Family Health Services
Public Health Laboratory
PH Nursing/Border Health
TB Control & Refugee Health
Vital Records

CSA-17 Advisory Committee
Tom Hickerson, Chair/Barbara Cerny, Vice-Chair
c/o Emergency Medical Services
6255 Mission Gorge Road
San Diego, CA 92120
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CSA-17 ADVISORY BOARD MEETING Minutes Tuesday, February 3, 2009

Members Present

Campbell, Tom – City of Solana Beach
Cerny, Barbara – Torrey Pines Comm. Plng. Group
Crawford, Crystal – City of Del Mar
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.
Marquardt, Larry – Member-at-Large
Stocks, Jerome – City of Encinitas
Zovanyi, Peter – Member-at-Large

County Staff Present

Cavanaugh, Adria
Metz, R.N., Marcy
Pate, R.N., Rebecca
Yaghmaee, Saman

Recorder

Rupp, Merle

Members Absent

None.

Guests Present

Abelman, Dismas – Cities of Sol. Beach/Del Mar
Filanc, Mark – City of Del Mar
Gilligan, Matt – S.D. Medical Services Enterprise
Michel, Tony – Rancho Santa Fe Fire Prot. Dist.
Muir, Chief Mark – Encinitas Fire
Murphy, R.N., Mary – CSA-17
Olejnuk, Lorelee – S.D. Medical Serv. Enterprise
Tanner, John – Rancho Santa Fe Fire Prot. Dist.
Twohy, Frank – Elfin Forest/Harmony Grove
Ward, Darrin – Encinitas Fire

I. INTRODUCTIONS AND ANNOUNCEMENTS

Barbara Cerny, Vice-Chair, brought the meeting to order at 4:00 p.m.

Attendees introduced themselves.

II. APPROVAL OF MINUTES – November 4, 2008 and December 12, 2008

MOTION made by Larry Marquardt, Seconded by Crystal Crawford to approve the regular quarterly Advisory Board Minutes of November 4, 2008, and the Special Committee meeting minutes of December 12, 2008. MOTION carried.

III. PUBLIC COMMENTS/PETITIONS

None at this time.

IV. MANAGEMENT TEAM REPORT

A. Financial Report (Saman Yaghmaee)

It was requested that financial reports be sent out in PDF format in future e-mailings.

Property Taxes: According to Property Tax Services Division of the County, the County-wide assessed valuation is expected to decline from 15% growth in Fiscal Year 2007-08, to 2.2% growth in property taxes in Fiscal Year 2008-09. This low growth rate is due to an overall decline in property values as well as an increase in foreclosures on properties. Based on a 2.2% increase in receivables and a 98% collection rate, the projected revenue from property taxes in Fiscal Year 2008-09, is expected to be slightly over \$1,000,000 dollars.

Benefit Fee: According to Property Tax Services Division of the County, the growth in benefit fees is expected to be at 2.8% in Fiscal Year 2008-09. Based on the 2.2% increase in receivables and 98% collection rate, the projected revenue from the benefit fee is expected to be slightly below \$1.3 million.

Interest: The revenue from interest on the reserved fund in Fiscal Year 2008-09 is expected to be the same as Fiscal Year 2007-08 at about \$96,000.

Non-Resident Transport Fee: There will be no revenue from the non-resident transport fee for CSA-17 in Fiscal Year 2008-09, as this revenue has been negotiated in the SDMSE contract since October 2007.

Year-to-Date Revenue Update

Property Taxes: For the first half of this fiscal year (7/1/08 – 12/31/08), the revenue from tax collection has been the same compared to the same period last year.

Benefit Fee: For the first half of this fiscal year (7/1/08 – 12/31/08), the revenue from the benefit fee has been lower compared to the same period last year.

Interest: For the first half of this fiscal year (7/1/08 – 12/31/08), the revenue from Interest has been slightly lower compared to the same period last year.

Expenditures: Total expenditures in Fiscal Year 2008-09 is projected to be greater than revenue by about \$200,000. This would necessitate the use of the reserved fund for a balanced budget.

Contract: A Request for Proposal (RFP) for ambulance billing and collection services for County Services Area 69 has been posted on the County Purchasing and Contracting website (Buynet).

The County is adding additional funding to cover the cost of Medtronic defibrillator maintenance to the first responder contractors.

For Fiscal Year 2009-10, the County is proceeding with the same budget that was submitted and approved by the Advisory Committee in February, 2008.

B. Administrative Report (Marcy Metz, R.N., Chief)

See combined Administrative Report and Medical Director's Report below.

C. Paramedic Provider Report (Matt Gilligan, S.D. Medical Services Enterprise)

Compliance reports for the months of October-December, 2008 were distributed. Del Mar Heights presents challenges every few months as the call volume is lower so SDMSE is occasionally out of compliance on those calls. San Diego Fire receives the calls in that area and SDMSE tries to maintain good coverage there.

SDMSE went through a year-long process of submitting paperwork and being reviewed and accredited by CAAS (Commission on Accreditation of Ambulance Services). The group reviewed protocols, billing practices, audit shop records and paperwork, and interviewed employees and managers.

SDMSE provides continuing education classes for the first responder agencies in the CSA-17 every other month which covers a wide variety of topics. In February, 2009, the topic is responding to the special needs of geriatric patients in emergencies. It will be taught by an SDMSE instructor who specializes in that area. A representative from the County Aging and Independence Services (AIS) will be presenting on this as well and will report some of the available resources to the workforce.

Mary Mottet, R.N., San Diego Fire, and Mary Murphy, R.N. provide assistance with the paramedics and quality assurance by auditing their paperwork. Ms. Mottet and Ms. Murphy also provide case management services and have been most helpful in assisting in individual cases.

Loralee Olejnik, SDMSE, added that she has been focusing on CPR education, Automatic External Defibrillators (AED's), and community outreach education in the CSA-17. She also works with Project Heartbeat to install

AED's and helps manage them. Free CPR classes are offered in collaboration with the fire departments. Other services offered include bringing an ambulance to schools for children to see and health fairs at senior centers and parks and recreation departments.

Ms. Murphy has begun a pilot program testing and working with two FDA approved automatic compression devices for CPR; one called the LUCAS and the other AutoPulse. Each device performs 100 compressions on the chest per minute which is what's recommended by the American Heart Association. The LUCAS device is currently being tested in Rancho Santa Fe. Chief Muir added that if the pilot program is successful, they will look for grant opportunities to purchase them.

D. Administrative/Medical Director's Report (Marcy Metz, R.N, Chief)

The flu season is here and the Public Health Lab has reported an increase in the isolates for the flu, but it's only a small blip on the screen; however the flu season is not over yet. There has been a slight increase in volume of patients seen in emergency departments.

The State has adopted a new form called POLST (Physician Order for Life Sustaining Treatment) which was signed by the Governor and went into effect January 1, 2009. The form provides information on a patient's decision regarding resuscitation along with instructions about the intentions of care. The form is separated into the categories of CPR, Medical Interventions, Antibiotics, Artificially Administered Nutrition and Summary of Medical Condition and Signatures and Directions for Health Care Professional. The POLST form does not replace the Do Not Resuscitate form. The form is required to be taken to a person's private physician and signed.

County policies are currently being revised for the paramedics to use this form.

The paramedic protocols that go into effect July 1, 2009 were presented for review at the January, 2009 Base Station Physicians' Committee meeting.

The STEMI system has been up and operational for over a year now. The last quarter showed that the door-to-balloon time is now 57 minutes, down considerably from 120 minutes in the past.

A stroke system of care is being developed, the process that hospitals would receive suspected stroke patients from the field. Hospitals that are currently accredited by the Joint Commission for stroke do not need to apply. Hospitals that do not have the accreditation but who are interested in becoming stroke receiving centers will be reviewed and certified by the County in February and March, 2009. That information has gone out to all the hospitals administrators. Scripps Encinitas is accredited for stroke in the CSA-17.

The State has embarked on a State-wide trauma system. San Diego is in its' 25th year as a trauma system County and has received honorable recognition

over the years as such. The State is divided up into six regions and San Diego County is in Region Six. The first regional meeting was held in January, 2009. Every three years, San Diego County trauma hospitals undergo an American College of Surgeons site visit to be verified as Level One or Level Two trauma centers. Two have been visited as have done quite well this time. There are four more hospitals to review and this should be completed by May, 2009.

V. CSA-69/CSA-17 JOINT ORDINANCE DISCUSSION

In response to the question of a combined fee ordinance for CSA 17 and 69, Ms. Metz reminded attendees that the issue of the joint ordinance and CSA fee revisions was brought up in November, 2008 where it was brought to the attention of the CSA-17 Subcommittee by Andy Parr, Lakeside Fire. Deputy Chief Parr presented the issue that CSA-69 needed approval from CSA-17 to increase the fee for ambulance transporting services for non-residents, as both CSA's were bound together by the County Ordinance. The reason this was originally established was so that the rates for transports for people such as visitors or guests would be the same in both CSA's.

Crystal Crawford, City of Del Mar, added that when this was discussed at the CSA-17 Special Meeting, Article 15-B of the Health and Human Services Code, Charges and Fees section 2-46, both CSA-s have to approve the same rates in order to be in compliance with the County Ordinance. The Joint Ordinance was last amended in 2005. At that special meeting, a chart showing charges to provide advanced life support by other major California counties was distributed.

VI. UPDATE RE: ELFIN FOREST CSA-107 AND CSA-17

Chief Frank Twohy, Elfin Forest/Harmony Grove, stated that there was no news to report on this subject but would provide more information when available.

VII. SUBCOMMITTEE REPORT ON CSA-17 PARCEL/PROPERTY TAX ROLLS

Ms. Crawford reported that some very good meetings have been held regarding the parcels and property tax rolls. After a great deal of discussion regarding the property tax rolls, Tony Potter from the County's Department of Public Works and it was determined that the City of Encinitas was satisfied with the results of their audit and after consultation with Mr. Potter, it was felt there really wasn't a need for each city or jurisdiction to conduct individual audits.

A lot of discussion revolved around different treatment of facilities, e.g. care facilities with multiple residents and/or hotels/motels which may have some permanent residents, which is what the next subcommittee meeting will determine if different facilities are being charged different rates. A group of people have agreed to work on that.

The Subcommittee also discussed developing a written policy to describe the assessment and billing practices and will also report back on specific addresses.

The Subcommittee will also review the extra financial revenue expected if the anticipated non-resident fee goes into effect. **ACTION: Place a Subcommittee Report on the agenda for the next Advisory Board meeting of May 5, 2009.**

VIII. REVIEW OF PARCEL ADDRESSES

Mr. Yaghmaee reported that after review by Mr. Potter with the County's Department of Land Use, no discrepancies of any magnitude were noted. Chief Mark Muir, and Division Chief Darrin Ward, City of Encinitas, provided the County staff with a list of seven parcels to investigate their benefit fee status, and in reviewing those seven parcels, it was discovered that two of those parcels were not paying the correct benefit fee. The County Assessor's Office will make that change and proper billing will take place between July 10, 2009 and July 30, 2009.

IX. STIPENDS FOR ADVISORY BOARD MEETINGS

Nothing regarding stipends was discovered in the Bylaws for CSA-17. **ACTION: A further review of County policies will be conducted and a report back at the next Advisory Board meeting of May 5, 2009.**

X. ELECTIONS OF CHAIR AND VICE-CHAIR FOR 2009

MOTION made by Tom Hickerson, Seconded by Peter Zovanyi, to elect Barbara Cerny as Chair of CSA-17 for 2009. MOTION carried.

MOTION made by Larry Marquardt, Seconded by Peter Zovanyi, to elect Crystal Crawford as Vice-Chair of CSA-17 for 2009. MOTION carried.

XI. SET NEXT MEETING/ADJOURNMENT

The next CSA-17 Advisory Board meeting was scheduled for Tuesday, May 5, 2009 at 4:00 p.m.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary
County EMS