

CLOVERDALE HEALTH CARE DISTRICT

Regular Meeting Agenda

MAY 13, 2019, 7:00 P.M.

Chamber of Commerce
126 N. Cloverdale Blvd.

ROLL CALL: PRESIDENT: MARTIN VICE PRESIDENT: WINTER TREASURER: DeMARTINI SECRETARY: DELSID
MEMBER HANCHETT

AGENDA APPROVAL:

PUBLIC COMMENT PERIOD: PUBLIC COMMENT PERIOD PROVIDES TIME FOR MEMBERS OF THE AUDIENCE TO ADDRESS THE BOARD ON MATTERS WHICH DO NOT APPEAR ON TONIGHT'S AGENDA. TIME LIMIT FOR COMMENTS TO THE BOARD ON NON-AGENDIZED ITEMS IS LIMITED TO FIVE MINUTES (GOVERNMENT CODE SECTION 54954.3(b))

ITEMS:

1. Minutes FEBRUARY 2019 and MAY 2019
2. Financial Statement APRIL 2019
3. Managers Report-
4. FY 17-18 IGT
5. GEMTQAF
6. From Members-

Adjourn to Executive Meeting: none

Adjourn to Regular Meeting

Adjourn till JUNE 10, 2019

All agenda items, reports, minutes, are available for review at the offices of the Cloverdale Health Care District located at 209 N. Main St. Cloverdale Ca 95425 and are available upon request. Posted per Government Code section 54954.2 May 7, 2019 Any disabled, handicapped or other meeting attendees needing special assistance or other accommodations for participation, please contact the business office 24 hrs prior to the meeting. 707-894-5862.

**Minutes of the
Cloverdale Healthcare District
Board of Directors Meeting
February 11, 2019**

There were present, Al Delsid, Mary Jo Winter, Neena Hanchett, Harry Martin, and Jim DeMartini. Manager Tom Hinrichs was also present.

The agenda was approved.

1. **Officer Elections**: Harry Martin was elected President, Mary Jo Winter, Vice President, Jim DeMartini Treasurer.

2. **January Minutes**: The January 2019 minutes were approved upon motion by Winter after her name was corrected...again. The motion was seconded by Hanchett with Martin abstaining. Suitable corrections were promised by staff.

3. **Financial Statement** –Hinrichs reported that the District had a very slow month with lower than expected income. He explained that the variance in employee benefits were a result of the EMT refresher class. The report was approved upon motion by DeMartini, second Winter.

4. **District Manager's Report**: Hinrichs reported that "quality assurance fee" legislation was finally approved. Our medical base rate will increase but the tax on the increase will "0" out a return to us.

5. **Form 700**: Hinrichs reminded the board to file their FPPC Form 700 returns.

6. **Publicity**: Hinrichs and Winter were congratulated on their efforts to publicize the work of the District. Hinrichs reported that we are no longer working in partnership with Reach.

7. **From Members**: Delsid reminded the board about Steve Cramers funeral arrangements.

Dated: February 12, 2019

Jim DeMartini, Sec.

**STAFF REPORT
MAY 2019**

Manager Report-- No operational issues. Equipment issues, No work comp issues. Call volume back to normal levels with 63 calls for service.

IGT- We have wired the requested funds of \$102,000 for the FY 17-18 IGT cycle. The return funds should be received by the end of April. As of this writing awaiting funds.

GEMTAF- A payment of \$3,178 was made April 30th. Subsequent payment request happen every 15 days until mid June. The increased reimbursement amounts for Medi-Cal payments are working through the system. A retro check will be made by Partnership Health at some point in the near future for transportation billings which date to the inception of the program. We are monitoring the reimbursements and the Medi-Cal volume to ascertain if the District will have a positive cash flow after the GEMTQAF taxes are paid.

CLOVERDALE AMBULANCE
Balance Sheet
April 30, 2019

ASSETS

Current Assets		
Exchange Bank Bus. Checking	\$	150,466.90
Capital Holding MMS		26,238.32
Ambulance Replacment Savings		160,755.66
Accounts Receivable Ambulance		126,517.00
Reserve for Doubtful Accts.		(3,279.45)
Prepaid insurance		(5,808.20)
IGT Refundable deposits		102,438.00
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Total Current Assets		557,328.23
Property and Equipment		
Land		17,789.00
Ambulance and Equipment		462,048.41
Furniture and fixtures		16,563.64
Building and Improvements		323,365.96
A/D - Other Fixed Assets		(373,922.00)
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Total Property and Equipment		445,845.01
Other Assets		
		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u>1,003,173.24</u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts payable	\$	4,496.15
Accrued retirement benefits		(842.54)
Accrued Interest		57.20
Accrued AFLAC		235.03
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Total Current Liabilities		3,945.84
Long-Term Liabilities		
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Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		3,945.84
Capital		
Fund Balance		731,591.05
Prior Year Profit (Loss)		198,549.65
Net Income		69,086.70
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Total Capital		999,227.40
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Total Liabilities & Capital	\$	<u>1,003,173.24</u>

Unaudited - For Management Purposes Only

CLOVERDALE AMBULANCE

Income Statement

Compared with Budget

For the Ten Months Ending April 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues					
Ambulance Service	\$ 83,479.03	\$ 65,000.00	\$ 607,930.37	\$ 650,000.00	(42,069.63)
Less - Contract Allowances	(32,169.48)	(34,166.00)	(261,607.59)	(341,660.00)	80,052.41
Donations	0.00	0.00	450.00	0.00	450.00
Property Tax (13)	15,451.57	9,108.25	37,926.90	34,051.49	3,875.41
Special Assessment	68,687.10	51,383.65	163,323.00	156,634.52	6,688.48
Interest Income	0.00	30.41	303.08	206.06	97.02
IGT Supplemental Payment	0.00	0.00	0.00	45,000.00	(45,000.00)
Membership paid	200.00	0.00	(544.00)	0.00	(544.00)
Other (Income) and Expenses	3,743.00	0.00	16,854.14	4,200.00	12,654.14
Total Revenues	139,391.22	91,356.31	564,635.90	548,432.07	16,203.83

Cost of Sales

Total Cost of Sales	0.00	0.00	0.00	0.00	0.00
Gross Profit	139,391.22	91,356.31	564,635.90	548,432.07	16,203.83

Expenses

Salaries & Wages	29,394.00	27,450.00	287,871.56	274,500.00	13,371.56
Health benefits employer	4,627.27	4,473.00	45,652.30	44,730.00	922.30
Fuel Expense	1,310.21	1,250.00	12,678.55	12,500.00	178.55
Work Comp ACHD	1,551.00	1,551.00	15,899.00	15,510.00	389.00
Payroll Exp UTI/ETT	187.74	258.00	7,814.60	2,580.00	5,234.60
Amb Repair Maintenance	47.50	816.00	8,702.16	8,160.00	542.16
Supplies Patient	3,218.42	2,000.00	18,893.81	20,000.00	(1,106.19)
Employee Benefits Volunteers	0.00	0.00	7,231.43	1,000.00	6,231.43
Outside Services	0.00	1,104.00	7,533.85	11,040.00	(3,506.15)
Bad Debit Writeoff	0.00	0.00	12,480.00	12,500.00	(20.00)
Patient Refunds	0.00	0.00	1,322.96	0.00	1,322.96
employer soc. sec.	1,820.12	1,666.00	20,312.52	16,660.00	3,652.52
Employer Medicare	425.67	424.32	5,747.37	3,727.12	2,020.25

CLOVERDALE AMBULANCE

Income Statement

Compared with Budget

For the Ten Months Ending April 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Bank service charges	0.00	0.00	109.45	0.00	109.45
Dues & Subscriptions	0.00	0.00	2,649.00	2,574.00	75.00
Capital Equipment	0.00	0.00	(3,500.00)	(3,500.00)	0.00
Utilities	415.91	500.00	5,129.63	5,000.00	129.63
Insurance - General	1,343.00	1,580.00	13,430.00	15,800.00	(2,370.00)
Legal	0.00	0.00	420.00	500.00	(80.00)
Accounting	0.00	0.00	6,795.00	6,795.00	0.00
Office expense	1,214.88	1,333.00	13,207.97	13,330.00	(122.03)
Office Building Repair	0.00	0.00	716.43	1,000.00	(283.57)
Payroll Tax FUTA	53.64	79.98	348.04	2,774.95	(2,426.91)
Telephone	258.52	333.00	2,176.06	3,330.00	(1,153.94)
Volunteer Appr. Mtng.	0.00	0.00	713.50	0.00	713.50
Conference and Travel	0.00	0.00	1,214.01	1,300.00	(85.99)
Total Expenses	45,867.88	44,818.30	495,549.20	471,811.07	23,738.13
Net Income	\$ 93,523.34	\$ 46,538.01	\$ 69,086.70	\$ 76,621.00	(7,534.30)

Runs by Day of Week

Incident Day Name	Number of Runs	Percent of Total Runs
Sunday	4	6.35%
Monday	6	9.52%
Tuesday	10	15.87%
Wednesday	13	20.63%
Thursday	9	14.29%
Friday	11	17.46%
Saturday	10	15.87%
Total: 63		Total: 100.00%

Runs by Destination Name

Disposition Destination Name Delivered Transferred To (eDisposition.01)	Disposition Destination Code Delivered Transferred To (eDisposition.02)	Number of Runs	Percent of Total Runs
Healdsburg District Hospital	20157	8	12.12%
Kaiser Permanente - Santa Rosa	20203	31	46.97%
Santa Rosa Memorial Hospital	20402	8	12.12%
Sutter Santa Rosa Regional Hospital	20478	10	15.15%
		9	13.64%
		Total: 66	Total: 100.00%

Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Abdominal Pain / Problems (R10.84)	8	12.70%
Pain (G89.1)	8	12.70%
Altered Level of Consciousness (R41.82)	7	11.11%
Traumatic Injury (T14.90)	5	7.94%
Weakness (General) (R53.1)	5	7.94%
Respiratory Distress - Unspecified (J80)	4	6.35%
Nausea / Vomiting (R11.2)	3	4.76%
Chest Pain - Suspected Cardiac (I20.9)	2	3.17%
No Apparent Illness/Injury (Adult) (Z00.00)	2	3.17%
Respiratory Distress - Bronchospasm (J98.01)	2	3.17%
Stroke/CVA (I63.9)	2	3.17%
Alcohol Intoxication (F10.92)	1	1.59%
Anxiety / Emotional Upset (F41.9)	1	1.59%
Cardiac Dysrhythmia - Bradycardia (R00.1)	1	1.59%
Cardiac Dysrhythmia - Unspecified (I49.9)	1	1.59%
Cold/Flu Symptom (J00)	1	1.59%
Dehydration (E86.0)	1	1.59%
Dizziness / Vertigo (R42)	1	1.59%
G.I. Bleed (K92.2)	1	1.59%
Medical Device Related Issue (T82.1)	1	1.59%
Palpitations (R00.2)	1	1.59%
Respiratory Distress - Pulmonary Edema / CHF (J81.0)	1	1.59%
Seizure - Active (G40.901)	1	1.59%
Seizure - Febrile (R56.0)	1	1.59%
Seizure - Post (G40.909)	1	1.59%
Syncope/Near Syncope (R55)	1	1.59%
	Total: 63	Total: 100.00%