

**Cloverdale Healthcare District
Meeting Minutes-October 9, 2023**

Roll Call: Eric Polan (District Operations), board members Secretary Hanchett, President Martin, Member Delsid and Vice President Winter (via video link) were present. Treasurer DeMartini was absent due to medical reasons. Quorum met.

Meeting called to order at 7:03 p.m. by President Martin. The agenda was approved with no changes. There were no public comments.

Minutes from September meeting-The minutes were reviewed and the revision from the August board meeting was noted. September minutes approved with a unanimous vote by those members present.

Financial Statement, September, 2023-There were no question regarding the September financial statement and after a motion my member Delsid and a second by President Martin, they were approved unanimously.

Staff Report: September was a good month with no staffing or mechanical issues. The new air conditioning mini-split units have been installed. They are working well with only a couple of calls to fix problems. The company was very responsive. A new phone system from Sonic was recently installed. It has an automated answering point and can transfer calls to the appropriate place or person, including billing services. The cost was 1/3 the cost of a Comcast system. All football games are being staffed. The district is still awaiting the new cardiac monitors. The expected date is Feb., 2024 but a long- term loaner is being used currently and the second loaner has been deployed on the QRV. Both are working well. The QRV project has been in operation since Sept. 26th with Eric staffing it. The highest volume since has been five calls and Eric doesn't feel it poses any issues for him in terms of "burnout." The board wishes to be kept in the loop, should that change. The reception to the project and the ability to quickly be on the scene and initiate ALS care has been very positive. Both PP-GEMT and IGT payment programs are moving forward. A Letter of Intent to participate in the Public Provider GEMT program was received. The district made its first PP-GEMT payment but has not received all of the retro funding yet. Eric advised the board that the district received \$21,803 for City Impact fees, resulting from two cycles June 30 and Sept. 30.

Discuss/Action-AVHC Grant Letter: The board was unclear whether a letter of support was being requested or monetary support was being asked for. The board requested that Kirsten Tellez, AVHC Director of Development, be invited to the November board meeting. It was also noted that the requested deadline for the September 9, 2023 letter of support had already passed. (September 13th)

Wittman Enterprises, outside billing agency, update: The transition for ambulance billing is complete. Timely billing is occurring (24-48 hours post-transport) but payments are still not being received on a timely basis, mostly due to the fact that Wittman has not received the requested check scanner from Exchange Bank. The branch manager is checking on the delay. It should be resolved shortly. Both Tom & Eric are able to access the billing portal to run reports and review bills after meeting with Wittman.

Resignation- Board member Mary Jo Winter: Board member Winter sent a resignation letter dated Sept. 30. Because she has had experience with trying to fill a vacant board seat, she will continue serving until the end of this fiscal year or until a replacement is found. She was thanked by all members present. A couple of very preliminary "possible" names were brought forward.

From Members-President Martin brought up the passing of Dean Anderson, a longtime county EMS professional. A memorial will take place on Nov. 4th at the Sonoma County Fairgrounds from 11 a.m. to 3 p.m.

Meeting adjourned at 7:37 p.m. until the Nov. 13, 2023 meeting.

Respectfully submitted,
Neena Hanchett, Secretary