

# CLOVERDALE HEALTH CARE DISTRICT

## Regular Meeting Agenda

MARCH 14 2022 , 7:00 P.M.

126 N. Cloverdale Blvd

IN-PERSON AND VIRTUAL

ROLL CALL: PRESIDENT: Delsid VICE PRESIDENT: Martin\_ TREASURER: Winter SECRETARY: Hanchett MEMBER: Demartini

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))

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ITEMS:

1. Financial Statement February 2022
2. Minutes January 2022 – NO February 2022 meeting
3. Managers Report-
4. From Members-

Adjourn to Executive Meeting: none

Adjourn to Regular Meeting

Adjourn till April 11, 2022

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 03/10/2022, Any disabled, handicapped, or other meeting attendees needing special assistance or other accommodations for participation, please contact the business office 24 hrs before the meeting. 707-894-5862.

**Cloverdale Health Care District  
Meeting Minutes-January 10, 2022**

Roll Call: Director Tom Hinrichs, Eric Polan (Operations), board members Secretary Neena Hanchett, President DeMartini and Al Delsid were present. Board member Winter was in attendance via phone. Board Member Martin was not in attendance. Quorum met.

Meeting called to order at 7:00 p.m. by President DeMartini. There were no public comments.

**There were no changes to the agenda**

**Election 2022:** The following was approved unanimously for 2022: Al Delsid will assume the position of District President; Harry Martin will be Vice president, Mary Jo Winter will be Treasurer, Secretary Hanchett will remain in the position and Jim DeMartini will be a member.

**Minutes from November, 2021 meeting- There was no December, 2021 meeting.** The minutes from the November, 2021 meeting were approved after a clerical error was corrected.

**Financial Statement for December, 2021-** After a discussion of increased billing, and increased number of calls for service, the financial statement was unanimously approved after a motion was brought forward by President DeMartini and a second by Member Winter.

**Manager's Report:** There were no interruptions, injuries or mechanical issues. The new staffing has enabled the district to have two people in quarters most of the time. The district is attracting talented and very experienced personnel (medics and EMTs) and enabling the district to respond to growing call volumes. The new rooftop solar installation was brought on line last week after four months. The most recent IGT reimbursement is late but the district should be getting funds within the next week or two. The new ambulance should be delivered by the end of February. There was a delay with a major component.

**Review/Approve inclusion of Empower Retirement to the District 457 Plan offerings:** The board was informed of an additional plan that is in the process of being added to the existing 457 plan offering to employees of the District. The plan, Empower Retirement, meets all of the requirements of the existing District plan. It is equity (stock market) based and is being finalized by Dolph Green at Edward Jones.

**From Members-** There was nothing brought forward from members.

**Meeting adjourned at 7:27 p.m.** until the February meeting scheduled for February 14, 2022.

Respectfully submitted,

Neena Hanchett, Secretary

## CLOVERDALE AMBULANCE

Balance Sheet  
February 28, 2022

## ASSETS

Current Assets		
Exchange Bank Bus. Checking	\$	94,851.70
RESERVE/CAPITAL ACCT		541,672.58
Ambulance Replacment Savings		111,080.73
US Bank Lease		231,477.30
Accounts Receivable Ambulance		206,435.85
Accounts Receivable District		9,346.59
Reserve for Doubtful Accts.		(4,070.56)
Prepaid insurance		5,722.98
Accum depreciation - Equipment		<u>292,311.51</u>
Total Current Assets		1,488,828.68
Property and Equipment		
Land		17,789.00
Ambulance and Equipment		139,565.58
Furniture and fixtures		16,563.64
Building and Improvements		323,365.96
A/D - Other Fixed Assets		<u>(558,138.00)</u>
Total Property and Equipment		(60,853.82)
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>1,427,974.86</u></u>

## LIABILITIES AND CAPITAL

Current Liabilities		
Accrued retirement benefits	\$	489.00
Accrued AFLAC		1,108.63
Medical Director		<u>(500.00)</u>
Total Current Liabilities		1,097.63
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		1,097.63
Capital		
Fund Balance		496,206.72
Prior Year(s) Profit (Loss)		661,189.10

CLOVERDALE AMBULANCE  
Balance Sheet  
February 28, 2022

Net Income	<u>275,612.30</u>	
Total Capital		<u>1,433,008.12</u>
Total Liabilities & Capital		<u>\$ 1,427,974.86</u>
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CLOVERDALE AMBULANCE  
Income Statement  
Compared with Budget  
For the Eight Months Ending February 28, 2022

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
<b>Revenues</b>					
Ambulance Service	\$ 143,977.18	\$ 145,000.00	\$ 1,124,044.68	\$ 1,160,000.00	(35,955.32)
Less - Contract Allowances	(83,463.93)	(80,000.00)	(636,766.58)	(640,000.00)	3,233.42
Donations	0.00	0.00	150.00	0.00	150.00
Property Tax (13)	0.00	0.00	28,188.60	26,900.00	1,288.60
Special Assessment	0.00	0.00	93,207.91	94,500.00	(1,292.09)
Interest Income	42.70	29.17	282.38	233.36	49.02
GEMT Supplemental Payments	0.00	0.00	(1,913.96)	0.00	(1,913.96)
IGT Supplemental Payment	0.00	0.00	91,111.50	100,000.00	(8,888.50)
Other (Income) and Expenses	0.00	1,250.00	3,087.50	10,000.00	(6,912.50)
<b>Total Revenues</b>	<b>60,555.95</b>	<b>66,279.17</b>	<b>701,392.03</b>	<b>751,633.36</b>	<b>(50,241.33)</b>
<b>Cost of Sales</b>					
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00
<b>Gross Profit</b>	<b>60,555.95</b>	<b>66,279.17</b>	<b>701,392.03</b>	<b>751,633.36</b>	<b>(50,241.33)</b>
<b>Expenses</b>					
Salaries & Wages	46,097.02	41,427.50	313,193.95	331,420.00	(18,226.05)
Health benefits employer	10,302.42	6,666.67	41,634.57	53,333.36	(11,698.79)
Fuel Expense	2,631.77	2,083.33	19,831.09	16,666.64	3,164.45
Work Comp ACHD	1,688.00	1,833.33	12,615.00	14,666.64	(2,051.64)
Payroll Exp UTI/ETT	288.29	130.00	1,741.44	1,040.00	701.44
Amb Repair Maintenance	0.00	1,400.00	21,574.71	20,000.00	1,574.71
Supplies Patient	4,922.73	2,500.00	24,279.41	20,000.00	4,279.41
Employee Benefits Volunteers	0.00	666.67	7,403.45	5,333.36	2,070.09
Outside Services	958.65	1,333.33	13,234.53	10,666.64	2,567.89
Patient Refunds	0.00	0.00	1,914.40	0.00	1,914.40
employer soc. sec.	2,918.74	2,200.00	19,235.35	17,600.00	1,635.35
Employer Medicare	682.61	510.00	4,498.77	4,080.00	418.77
Bank service charges	0.00	0.00	164.56	0.00	164.56
Utilities	730.89	750.00	6,356.79	6,000.00	356.79
Insurance - General	1,583.30	1,916.67	12,666.40	15,333.36	(2,666.96)
Accounting	0.00	0.00	6,500.00	7,200.00	(700.00)
Miscellaneous expense	0.00	0.00	3,220.00	0.00	3,220.00

CLOVERDALE AMBULANCE  
Income Statement  
Compared with Budget  
For the Eight Months Ending February 28, 2022

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	Year to Date Variance
Office expense	1,049.99	2,083.33	23,944.07	16,666.64	7,277.43
Office Building Repair	0.00	166.67	91.61	1,333.36	(1,241.75)
Payroll Tax FUTA	108.11	50.00	632.56	400.00	232.56
Telephone	418.00	291.67	2,312.84	2,333.36	(20.52)
GEMT QAF Quarterly assessment	0.00	0.00	17,311.56	17,311.56	0.00
<b>Total Expenses</b>	<b>74,380.52</b>	<b>66,009.17</b>	<b>554,357.06</b>	<b>561,384.92</b>	<b>(7,027.86)</b>
<b>Net Income</b>	<b>(\$ 13,824.57)</b>	<b>\$ 270.00</b>	<b>\$ 147,034.97</b>	<b>\$ 190,248.44</b>	<b>(43,213.47)</b>

**STAFF REPORT**  
**MARCH 2022**

Manager Report—

Operations- Operationally there were no interruptions, injuries, or mechanical issues. January and February saw a decrease in ambulance transports. Those that were transported had mixed payor profiles, which will show as reduced reimbursements vs budget expectations in the short term.

COVID- Our County is currently minimally impacted with people testing positive.

IGT- The payment for the FY 2020 IGT program was received. The program added new revenue of \$91,000

Purchase of new ambulance- The manufacturer, Leader Ambulance has advised that the start build date is March 14<sup>th</sup> with completion hopefully by the end of April.

Monitor purchase- The District is in a testing phase with several manufacturer products. We hosted an in-person product demonstration of the Philips Temus equipment, many representatives from allied agencies and hospitals attended, along with our medical director.

Review/Approve Empower 457 Plan – The plan continues the onboarding process. The effective date for implementation should be April 2022.

## Runs by City

Scene Incident City Name (eScene.17)	Number of Runs	Percent of Total Runs
City of Cloverdale	75	97.40%
Healdsburg	2	2.60%
<b>Total: 77</b>		<b>Total: 100.00%</b>

## Runs by County

Scene Incident County Name (eScene.21)	Number of Runs	Percent of Total Runs
Sonoma	77	100.00%
<b>Total: 77</b>		<b>Total: 100.00%</b>

## Runs by Day of Week

Incident Day Name	Number of Runs	Percent of Total Runs
Sunday	15	19.48%
Monday	12	15.58%
Tuesday	15	19.48%
Wednesday	11	14.29%
Thursday	10	12.99%
Friday	6	7.79%
Saturday	8	10.39%
<b>Total: 77</b>		<b>Total: 100.00%</b>

## Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Falls	16	20.78%
Sick Person	13	16.88%
Abdominal Pain/Problems	7	9.09%
Breathing Problem	5	6.49%
Unconscious/Fainting/Near-Fainting	5	6.49%
Traffic/Transportation Incident	4	5.19%
Unknown Problem/Person Down	4	5.19%
Back Pain (Non-Traumatic)	3	3.90%
Convulsions/Seizure	3	3.90%
Animal Bite	2	2.60%
Cardiac Arrest/Death	2	2.60%
Chest Pain (Non-Traumatic)	2	2.60%
Diabetic Problem	2	2.60%
Headache	2	2.60%
Stroke/CVA	2	2.60%
Hemorrhage/Laceration	1	1.30%
MED-F (Medical Facility)	1	1.30%
Overdose/Poisoning/Ingestion	1	1.30%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	1	1.30%
Traumatic Injury	1	1.30%
<b>Total: 77</b>		<b>Total: 100.00%</b>

## Runs by Provider Impression

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Pain (G89.1)	12	15.58%
Traumatic Injury (T14.90)	11	14.29%
Abdominal Pain / Problems (R10.84)	8	10.39%
Weakness (General) (R53.1)	6	7.79%
	4	5.19%
Alcohol Intoxication (F10.92)	4	5.19%
Anxiety / Emotional Upset (F41.9)	4	5.19%
Chest Pain - Suspected Cardiac (I20.9)	4	5.19%



Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Headache (R51)	3	3.90%
Respiratory Distress - Bronchospasm (J98.01)	3	3.90%
Respiratory Distress - Unspecified (J80)	3	3.90%
Altered Level of Consciousness (R41.82)	2	2.60%
Behavioral / Psychiatric - Disorder/Issue (F99)	2	2.60%
Diabetic - Hyperglycemia (E13.65)	2	2.60%
Overdose / Poisoning / Ingestion (F19)	2	2.60%
Seizure - Post (G40.909)	2	2.60%
Syncope/Near Syncope (R55)	2	2.60%
Cardiac Arrest (I46.9)	1	1.30%
Dizziness / Vertigo (R42)	1	1.30%
Nausea / Vomiting (R11.2)	1	1.30%
<b>Total: 77</b>	<b>Total: 100.00%</b>	

#### Procedures Administered

Procedure Performed Description And Code (eProcedures.03)	Number of Times Procedure Administered	Percent of Total Procedures Administered
Electrocardiographic monitoring (46825001)	91	43.75%
Cardiac Monitor - 12 Lead ECG Obtained (268400002)	27	12.98%
Blood Glucose Measurement (302789003)	25	12.02%
	18	8.65%
Venous Access - IV (392230005)	15	7.21%
Venous Access - Saline Lock (425074000)	11	5.29%
Oxygen Administration - Nebulizer (445141005)	3	1.44%
Spinal Motion Restriction - Cervical Collar Applied (49689007)	3	1.44%
Wound Care - General (225358003)	3	1.44%
Defibrillation - Manual (426220008)	2	0.96%
Spinal Motion Restriction - Full (426498007)	2	0.96%
Airway - i-gel SGA Device (424979004)	1	0.48%
CPR - Manual (89666000)	1	0.48%
Oxygen Administration - CPAP (47545007)	1	0.48%
Oxygen Administration -Nasal Cannula (371907003)	1	0.48%
Patient Cooling - Ice/Cold Pack (229583009)	1	0.48%
Splinting (79321009)	1	0.48%
Venous Access - IO (Intraosseous) (430824005)	1	0.48%
Wound Care - Pressure Dressing Application (26906007)	1	0.48%
<b>Total: 208</b>	<b>Total: 100.00%</b>	

#### Medications Administered

Medication Given Description And RXCUI Code (eMedications.03)	Number of Times Medication Administered	Percent of Total
	49	45.79%
Fentanyl (4337)	15	14.02%
Ondansetron (26225)	13	12.15%
Albuterol (435)	6	5.61%
Normal saline (125464)	6	5.61%
Oxygen (7806)	4	3.74%
Atrovent (151390)	3	2.80%
Epinephrine 1:10,000 (0.1 mg/mL) (317361)	3	2.80%
Midazolam (6960)	2	1.87%
Aspirin (1191)	1	0.93%
Dextrose 10% (D10) (237648)	1	0.93%
Diphenhydramine (Benadryl) (3498)	1	0.93%
Ketorolac (35827)	1	0.93%
Naloxone (7242)	1	0.93%
Nitroglycerin (4917)	1	0.93%
<b>Total: 107</b>	<b>Total: 100.00%</b>	

**Average Run Mileage Summary Report**

Average Run Mileage to Scene	Minimum Run Mileage to Scene	Maximum Run Mileage To Scene	Average Run Mileage Scene to Destination	Minimum Run Mileage Scene to Destination	Maximum Run Mileage Scene to Destination	Average Run Total Distance	Minimum Run Total Distance	Maximum Run Total Distance	Number of Runs
0.00	0	0	22.98	2	39	0.00	0	0	77

**Run Times - Unit Arrived on Scene to Unit Left Scene in Minutes**

Incident Unit Arrived On Scene To Unit Left Scene Range In Minutes	Number of Runs	Percent of Total Runs
	18	23.38%
0 to <5	3	3.90%
5 to <10	12	15.58%
10 to <15	18	23.38%
15 to <20	5	6.49%
20 to <25	12	15.58%
25 to <30	5	6.49%
30 to <35	1	1.30%
35 to <40	2	2.60%
45 to <50	1	1.30%
<b>Total: 77</b>		<b>Total: 100.00%</b>

**Run Times - Unit Enroute to Unit Arrived on Scene in Minutes**

Incident Unit En Route To Unit Arrived On Scene Range In Minutes	Number of Runs	Percent of Total Runs
	1	1.30%
0 to <5	58	75.32%
5 to <10	12	15.58%
10 to 15	3	3.90%
> 15	3	3.90%
<b>Total: 77</b>		<b>Total: 100.00%</b>

**Run Times - Unit Left Scene to Patient Arrived at Destination in Minutes**

Incident Unit Left Scene To Patient Arrived At Destination Range In Minutes	Number of Runs	Percent of Total Runs
	19	24.68%
0 to <5	1	1.30%
> 15	57	74.03%
<b>Total: 77</b>		<b>Total: 100.00%</b>

**Transport Mode from Scene**

Disposition Transport Mode From Scene (eDisposition.17)	Number of Runs	Percent of Total Runs
Code 2	58	75.32%
	18	23.38%
Code 3	1	1.30%
<b>Total: 77</b>		<b>Total: 100.00%</b>

**Response Delay**

Response Type Of Response Delay List (eResponse.09)	Number of Runs	Percent of Total Runs
"None/No Delay"	76	98.70%
"Distance"	1	1.30%
<b>Total: 77</b>		<b>Total: 100.00%</b>

**Runs by Patient Race**

Patient Race List (ePatient.14)	Number of Runs	Percent of Total Runs
White	60	77.92%
Hispanic or Latino	9	11.69%
	4	5.19%
American Indian or Alaska Native	2	2.60%
Asian	1	1.30%
Other Race	1	1.30%
<b>Total: 77</b>		<b>Total: 100.00%</b>

**Runs by Patient Age Range in Years**

Patient Age Range In Years	Number of Runs	Percent of Total Runs
	77	100.00%
	<b>Total: 77</b>	<b>Total: 100.00%</b>

**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
		17	22.08%
Corner - Sonoma County	Corner - SON	1	1.30%
Healdsburg District Hospital	20157	29	37.66%
Kaiser Permanente - Santa Rosa	20203	4	5.19%
Santa Rosa Memorial Hospital	20402	8	10.39%
Sutter Santa Rosa Regional Hospital	20478	18	23.38%
		<b>Total: 77</b>	<b>Total: 100.00%</b>