



**Sierra – Sacramento Valley EMS Agency
Joint Powers Agency (JPA) Governing Board Meeting**



MEETING MINUTES

Meeting Date
<ul style="list-style-type: none"> Friday, May 10, 2024

MEETING ATTENDANCE

BOARD MEMBERS			
MEMBER	REPRESENTING	PRESENT	ABSENT
Bill Connelly	Butte County	X	
Merced Corona	Colusa County	X	
Grant Carmon	Glenn County		X
Susan Hoek (Chairperson)	Nevada County	X	
Jim Holmes	Placer County	X	
Tim Garman	Shasta County	X	
Brandon Criss	Siskiyou County	X	
Nick Micheli	Sutter County		X
Matt Hansen	Tehama County		X
Don Blaser	Yuba County	X	
EX-OFFICIO MEMBER			
MEMBER	REPRESENTING	PRESENT	ABSENT
John Poland	S-SV EMS Agency	X	
LEGAL COUNSEL			
ATTENDEE	REPRESENTING	PRESENT	ABSENT
Clayton Cook	S-SV EMS Agency/Placer County	X	
CLERK OF THE BOARD			
ATTENDEE	REPRESENTING	PRESENT	ABSENT
Amy Boryczko	S-SV EMS Agency	X	

MEETING ATTENDANCE (CONTINUED)

OTHER ATTENDEES	
ATTENDEE	REPRESENTING
Troy Falck	S-SV EMS Agency
Patrick Comstock	S-SV EMS Agency
Gabe Cruz	AMR
Trenton Quirk	S-SV EMS Agency
Michelle Moss	S-SV EMS Agency

MEETING MINUTES

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Supervisor Hoek called the meeting to order at 1:00 p.m. and led attendees in the Pledge of Allegiance.

B. WELCOME AND INTRODUCTIONS

All in-person and remote attendees introduced themselves.

C. BOARD MEMBER ANNOUNCEMENTS

There were no announcements.

D. ACTION TO APPROVE CONSENT AGENDA ITEMS

Supervisor Holmes motioned to approve the consent agenda. Supervisor Garman seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.

E. PUBLIC COMMENT:

None was forthcoming.

F. INFORMATION UPDATE – Oral Update by John Poland:

1. Ambulance Response Times

- Mr. Poland noted that there are no significant issues or concerns for any of the counties.
- There has been some improvement in Colusa County with the addition of the new ambulance.
- Any questions or concerns regarding ambulance response times should be directed to Mr. Poland or Ms. Harlan, S-SV EMS Contracts Compliance Manager.

2. 2023 EMS Plan Approval – Verbal Report & Attachment

- S-SV EMS is required by statute to submit an EMS plan every year. The State General Fund assistance grant depends on an approved EMS plan.
- The 2023 S-SV EMS Plan was submitted in January and took a few months to be approved. The EMS Authority required some extra communication before they approved it on April 19, 2024. The approvals included the EMS Plan, Trauma Plan, Stroke Plan, STEMI Plan and Quality Improvement Plan.
- Mr. Poland thanked the Agency staff for all of their hard work.

3. County Updates – verbal report only

- Butte County
 - The second ambulance advisory meeting is scheduled for Monday.
- Colusa County
 - The transition from Enloe to AMR happened on April 1st.
 - There have been a few minor hiccups, but nothing unplanned or significant.
 - S-SV EMS has been working with the EMS system participants in Colusa to make sure everyone is on the same page and has received a lot of good feedback.
- Glenn County
 - The 12-hr ambulance that will be serving their county has been delayed. They're waiting for the actual ambulance to be delivered at this point.
- Nevada County
 - On April 25th, the town of Truckee conducted a large evacuation drill involving Tahoe Forest Hospital, which was attended by Trenton Quirk of S-SV EMS. S-SV EMS has an MOU in place with Reno (REMSA), who would be used in an actual emergency, who also attended the evacuation drill.
 - There is an all-day EMS provider training event tomorrow in Grass Valley that Mr. Poland will attend.
- Placer County
 - Sierra College has an Advanced EMT program and will be starting their second course in July. S-SV EMS is working with them to get their paramedic training program up and running.
- Shasta County
 - Supervisor Garman asked about the accelerated EMT program at Mercy Redding. Mr. Poland stated that they had a 100% pass rate, and everything worked well.
- Siskiyou County
 - Mr. Poland will be attending the Butte Valley Ambulance board meeting on Tuesday. There have been some changes in this area since the last Board meeting:
 - There have been some changes to the Board.
 - There have been some staff changes - they have a new manager.
 - Supervisor Criss reported that call volume has gone down in that area.
 - They are hoping on re-establishing service in the near future.
- Sutter/Yuba Counties
 - S-SV EMS continues to work with Bi-County Ambulance and local fire departments.
 - There has been an increase in the number of paramedics in the system.

- Most of the new paramedic staff are on employment contracts because Bi-County Ambulance paid for them to go to paramedic school. This should help improve the longevity of their new paramedic staff.
- Tehama County
 - No new updates.

4. **S-SV EMS Agency Updates – verbal report only**

- The previous Certification Specialist resigned and moved out of State for a new job opportunity at the end of March. The new Certification Specialist, Whitney Sullivan, started on April 15th and is picking up the job very well.
- Patti Carter, the long-time Regional Disaster Medical Health Specialist (RDMHS) is retiring on May 31st. This position was posted yesterday. This is a State Grant funded position. S-SV EMS hopes to get this position filled as close as possible to July 1st.
- The lease for the S-SV EMS Rocklin office expires on October 31, 2024. The owner has indicated they will renew the contract for 5 years at a 5% annual increase (which includes utilities and janitorial). Mr. Poland anticipates receiving the new contract soon. Supervisor Blaser mentioned that the agency could consider moving to Marysville.
- The S-SV EMS Agency recently held a cyber security medical/health system regional exercise at the Rocklin Office recently which linked 13 Counties (via Zoom) as well as State and Federal partners, and 5 NorCal EMS Counties. It went very well.
- Mr. Poland submitted the State General Fund application 2 days ago. The funding is similar to what it's been in previous years. The RDMHS grant is expected soon, with no changes to funding expected.
- The S-SV EMS agency has had some meetings recently with the Placer County Treasurer and Auditor Controller about the bank accounts/financials. S-SV has successfully moved most of this to the Placer County Wells Fargo bank accounts. One of the last pieces was the payroll which was changed this week, and the next payroll is coming from the Placer County account. This leaves 2 items to address: the Agency credit cards and online payment processing. Both are on track to be moved over by the end of this fiscal year.
- S-SV EMS just released a significant policy update on the clinical and operational side. This involved 24 separate new/updated policies and 33 separate new/updated treatment protocols. This was a lot of work for the staff.

5. **EMS Week – Verbal report & attachments**

- This is the 50th anniversary of EMS Week.
- There are many events throughout the S-SV EMS member counties.
- Mr. Poland encouraged the Supervisors to attend any events local to them which would be appreciated by EMS personnel.

G. NEW BUSINESS

1. **Resolution allowing the S-SV EMS Regional Executive Director to sign the FY 2024/25 Regional Disaster Medical Health Specialist (RDMHS) contract with the California EMS Authority – for approval.**
 - The RDMHS contract usually arrives from the EMS Authority between Board meetings. It needs to be signed and returned prior to July 1st, which is before the next scheduled Board meeting. The resolution allows Mr. Poland to sign it when he receives it. The funding should be the same as last year - \$250K for both positions. The scope of work has not substantively changed.
 - Supervisor Holmes motioned to approve. Supervisor Corona seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.
2. **Resolution allowing the S-SV EMS Regional Executive Director to sign the FY 2024/25 State General Fund (Multi-County LEMSA) contract with the California EMS Authority – for approval.**
 - This is the annual State General Fund share of costs that assists the Agency to fund the agency roles and responsibilities. Mr. Poland received the FY 24/25 allocation letter last week, which was \$150 more than last year, approx. \$920K total. Mr. Poland has already submitted the application and is just waiting for the contract. This resolution allows Mr. Poland to sign and return the contract prior to July 1st.
 - Supervisor Holmes motioned to approve. Supervisor Criss seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.
3. **Resolution allowing the S-SV EMS Regional Executive Director to sign the Air Ambulance Coordination Service Agreement for the CAL FIRE Oroville Emergency Command Center – for approval.**
 - The agreement was on the consent agenda and passed by the Board. The State requires the resolution to accompany the signed contract.
 - Supervisor Garman motioned to approve. Supervisor Corona seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.
4. **Resolution allowing the S-SV EMS Regional Executive Director to sign the Air Ambulance Coordination Service Agreement for the CAL FIRE Yreka Emergency Command Center – for approval.**
 - The agreement was on the consent agenda and passed by the Board. The State requires the resolution to accompany the signed contract.
 - Supervisor Criss motioned to approve. Supervisor Holmes seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.
5. **Elimination of the RDMHS II job position and transition to two (2) similar RDMHS job positions – for approval**
 - The S-SV EMS Agency took over the management of the Regional Disaster Medical Health Coordinator and Specialist (RDMHS) position in 2010.
 - For 10 years, there was only one position.

- During COVID, and wildfires, the state got some additional funding and allowed the agency to add an additional RDMHS position. At the time, it was added as an RDMHS II position – not knowing exactly what the new position would do.
 - Both staff have the exact job responsibilities, the same job description, and do the same amount of work.
 - Mr. Poland checked and there are 6 RDMHS programs in the State. All of the other agencies have 2 similar positions. The salaries are the same.
 - This is just a technical change so that both positions are the same.
 - Supervisor Holmes motioned to approve. Supervisor Connelly seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.
6. **FY 2024/25 S-SV EMS Agency Employee Wage Scale – for approval.**
- This includes the 3% COLA increase that the JPA Board approved in closed session at the March meeting.
 - Supervisor Corona motioned to approve. Supervisor Blaser seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.
7. **CERTEMY License Management System Services Agreement – for approval**
- Mr. Poland gave a brief overview of the current certification process for the 5000+ individuals that certify through S-SV EMS (EMTs, Paramedics, MICNs, and EMRs).
 - It's currently very piecemeal with a lot of back and forth between staff and the applicant about what they're missing from their application.
 - In the last 5 years, many LEMSAs have transitioned to a licensed management system using a 3rd party vendor that manages all the pieces of the certification process.
 - This specific provider is significantly less expensive than other providers.
 - The application process is set up, and the applicant logs in, and uploads everything. The program will send the applicant email reminders until everything needed has been submitted. Subsequently, the system will then send individuals reminders that their certification is coming up for renewal.
 - There is a \$2K initial set-up cost, and then an annual subscription cost of \$27,000/year.
 - There is money left in the current FY budget to cover these additional costs.
 - The goal is to have the new system online fully by July 1st.
 - Supervisor Corona motioned to approve. Supervisor Criss seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.
8. **ImageTrend Specialty Patient Registry Data System Services Agreement – for approval**
- Pursuant to current EMS regulations, S-SV EMS is required to establish/maintain specialty patient data registries.
 - These data registries contain prehospital and hospital data and S-SV EMS uses the data for system monitoring, quality assurance/improvement purposes, best practices, etc.
 - S-SV EMS currently has 3 separate specialty patient registries: AHA for Stroke, AHA for STEMI, and ESO for the Trauma data registry.

- ESO convinced S-SV EMS to move to the current web-based program when they acquired the trauma data registry from a previous vendor in 2019. ESO recently stated they would no longer be supporting this system after December 31, 2024 – requiring us to seek out a replacement product.
- S-SV EMS believes that this is a good opportunity to combine all 3 specialty programs into a single patient data registry provider. ImageTrend is the only provider that can currently accommodate this. Several other California LEMSAs are currently using the ImageTrend data registry or will be transitioning to it in the near future. The California EMS Authority also uses the ImageTrend data registry for State data collection/reporting purposes.
- This data registry meets all of the hospital's responsibilities for the accrediting bodies. It will also satisfy the regulations that govern S-SV EMS's compliance.
- There is a significant set-up cost due to it being a complicated/involved system. It's about \$67K to set-up. The ongoing annual costs are a little more than what the agency is currently paying (as indicated in the Board Report for this item).
- There is money left in the current FY budget to cover these additional costs.
- Supervisor Holmes motioned to approve. Supervisor Criss seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.

H. OLD BUSINESS

1. S-SV EMS FY 2024 – 2025 Final Agency Budget – for approval

- There is an increase of \$650K specific to Glenn County, which is a pass-through funding for their 12-hour ambulance (ultimately funded by Glenn County and the City of Orland).
- There are very minor changes in County Contributions – due to the new population figures that were recently released by the California Department of Finance. The \$10K base, and \$0.42 per capita county contributions have not changed.
- S-SV EMS is not asking for increases in any fees for the next fiscal year. The Agency will be evaluating current/ongoing costs and may need to propose increased fees at some point in the future.
- The FY 2024-2025 budget is balanced.
- Supervisor Holmes motioned to approve. Supervisor Garman seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.

I. LEGISLATION

1. S-SV EMS Agency Legislative Platform – for approval

- Mr. Poland realized, as the Legislative Chair of EMSAAC, he couldn't speak on behalf of the Agency – due to not having a legislative platform.
- This platform describes who the agency is and what the agency generally supports and opposes. This platform is a baseline and can always be brought back and changed.

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- Supervisor Corona motioned to approve. Supervisor Criss seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Butte, Siskiyou, and Yuba Counties). Noes=0. Absent=3 (Tehama, Glenn, and Sutter Counties). Motion approved.

2. Legislative Bills List – verbal update

- AB 2973 (Hart), which was concerning, is dead and will not be moving forward.
- Most of the EMS bills we are monitoring are in appropriations. There is nothing significantly concerning right now for the Agency.
- There are a couple of bills that would require a little extra information to be added to the annual EMS plans.
- There is a good bill that would provide peer counseling support for EMS workers that is expected to go through.
- Chairperson Hoek thanked everyone who provided letters related to AB 2973.
- Mr. Poland gave a brief update on the status of the State Budget.

J. MEDICAL DIRECTOR’S REPORT

- Dr. Falck encouraged everyone to attend any EMS Week events in their area.

K. NEXT JPA GOVERNING BOARD MEETING

- The next Board meeting is scheduled for Friday, July 12, 2024, 1:00 p.m., 535 Menlo Drive, Suite A, Rocklin, CA or via videoconference at 1255 East St., Suite 201, Redding, CA.

L. ADJOURNMENT

- The meeting was adjourned at 1:56 p.m.

Respectfully submitted,

Signature On File

9/13/2024

Amy Boryczko, Clerk to the Board

Date

Signature On File

9/13/2024

Sue Hoek, Chairperson

Date