



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



MEETING MINUTES

Meeting Date

- **Friday, November 8, 2024**

MEETING ATTENDANCE

BOARD MEMBERS			
MEMBER	REPRESENTING	PRESENT	ABSENT
Bill Connelly	Butte County		X
Merced Corona	Colusa County	X	
Monica Rossman	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
Pati Nolen	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/Anastasia Sullivan	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
Michelle Moss	S-SV EMS Agency
Patrick Comstock	S-SV EMS Agency
Gabe Cruz	AMR
Jennifer James	S-SV EMS Agency
Jennifer Jensen	Jensen Smith CPA

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

Supervisor Holmes mentioned that it's Mandarin season in Placer County.

D. RECOGNITION OF RETIRING BOARD MEMBERS

This is the last meeting for Supervisors Holmes, Blaser, Garman, and Criss. They were recognized, and thanked, for their years of service to the JPA Board. The Supervisors commented on their time with the Board.

E. ACTION TO APPROVE CONSENT AGENDA ITEMS

Supervisor Holmes motioned to approve the consent agenda. Supervisor Corona seconded. A roll call of votes was called: Ayes=8 (Placer, Nevada, Colusa, Shasta, Tehama, Siskiyou, Glenn and Yuba Counties). Noes=0. Absent=2 (Butte and Sutter Counties). Motion approved.

F. PUBLIC COMMENT:

None was forthcoming.

G. INFORMATION UPDATE – Oral Update by John Poland:

1. 911 Ground Ambulance Response Times

- There are no response times for Shasta County, due to difficulties with data. S-SV EMS staff recently had a meeting with SHASCOM Dispatch and came up with some data process improvements. There should be Shasta County response times at the next meeting. There have been no significant changes or concerns.
- Glenn County – The City of Orland is struggling with response times. There should be an additional ground ambulance in December which should help with these times.
- Tehama County – Several areas are struggling with response times. St. Elizabeth Ambulance is working on addressing this.
- All other areas are compliant with established response time standards.
- Any questions or concerns regarding ambulance response times should be directed to Mr. Poland or Ms. Harlan, S-SV EMS Agency Contracts Compliance Manager.

2. Member County Updates

- Butte County
 - The Butte County CSA-37 in the Biggs-Gridley area has built up a fund balance that will need to be spent on EMS/ambulance services for that area. S-SV EMS has been working with Butte County and BCEMS on this matter.
 - BCEMS is in the process of transitioning to ImageTrend electronic Patient Care Reports (ePCRs).
 - Enloe Flightcare took delivery of a new helicopter a few months ago. They now have 3 helicopters but will be sending one of them back for refurbishment. Eventually they will get rid of their third helicopter.
 - There was a quarterly Ambulance Advisory meeting in September with EMS system participants. There was good conversation and no significant issues.
- Colusa County
 - The new EOA provider, AMR, started in April, and things have been going well.
 - There has been some recent staff turnover at the health department and due to these changes, the September EMCC meeting was cancelled but has been rescheduled for later in November.
- Glenn County
 - Westside Ambulance has been having financial difficulties lately. They approached the Orland City Council a couple months ago to update them on their status. They also approached the Glenn County Board of Supervisors to update them on their status as well. The Glenn County Board of Supervisors is going to establish an ad hoc committee to talk about how the County may be able to assist with funding.
 - Enloe EMS (Willows) also experienced an approx. \$100K deficit for FY 23/24, which is an improvement from the previous year.
 - Westside Ambulance took delivery of their additional ambulance in October. They are waiting for some final equipment and supplies and anticipate an in-service date of December 1st. It was determined that 7:30 am – 7:30pm will be the best operating hours to cover their calls. This additional ambulance is being funded by the City of Orland and Glenn County.

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- Nevada County
 - S-SV EMS participated in a large CHEMPACK training exercise in October at Tahoe Forest Hospital. This exercise involved multiple hospital, prehospital, public health, and county representatives as well as the State of Nevada.
 - S-SV EMS staff attended the Nevada EMCC meeting in October.
- Placer County
 - Sierra College's Paramedic Training Program is in the final approval stage. They have an accreditation site visit on November 18th. Once they receive their accreditation Letter of Review (LOR) S-SV EMS will give their approval as well. The program is anticipated to start in the spring of 2025 at the Rocklin Campus.
 - S-SV EMS will be working with local providers on an Ambulance Patient Offload Time (APOT) documentation trial study to ensure data accuracy. If the trial goes well, the program will be rolled out to other EMS providers in the S-SV EMS Region.
 - S-SV EMS staff participated in the annual Roseville Galleria Active Shooter exercise in October. It was well attended by hospital, prehospital, and county agencies.
 - On November 1st, AMR was responding to a call early in the morning and was T-boned in an intersection. Both crew members and the other driver are doing fine.
 - Placer County EMS Improvement Fund – some significant spending was recently approved to upgrade Placer County Fire Station 100 to ALS equipment (\$100K). Roseville FD was also approved for \$30K to upgrade their training center. Since the beginning of the current AMR contract in 2020, approx. \$1Million dollars has been dispersed to the Placer County First Responders for EMS system enhancements.
 - S-SV EMS recently received notice from the Placer County Local Agency Formation Commission (LAFCO) that South Placer Fire Protection District has submitted an application requesting expansion of their grandfathered ground ambulance exclusive operating area (EOA) boundaries. S-SV EMS is working with Counsel to review this application/request. A hearing has been scheduled for December 11th. S-SV EMS will be providing a written response and attending the hearing.
- Shasta County
 - This area currently has the highest APOT times in the S-SV EMS region. S-SV EMS staff have been working closely with the EMS system participants in the area and will be facilitating an EMS/hospital provider meeting to discuss documentation best practices and process improvements. S-SV EMS staff were recently in the area and spent time in the ED and with the ambulance crews. Opportunities for improvement on the transfer of care side as well as the documentation side were identified.
 - S-SV EMS recently provided a letter of support to an organization requesting Prop. 1 building funds to open a mental health/sobering center alternate destination facility.
 - Dignity EMS scheduled their second accelerated EMT course for January 2025.
 - S-SV EMS staff recently attended the Shasta County Fire Chief meeting. S-SV EMS will be hosting their next meeting at the S-SV EMS Redding office.
 - Burney Fire Protection District had a parcel tax on the Nov. 2024 ballot to provide additional revenue to enhance fire and EMS services. The vote is currently passing.
- Siskiyou County
 - Butte Valley Ambulance is getting ready to come back into service.
 - Fairchild Medical Center is breaking ground on construction of their new Emergency Department next month. This will be about a 2-year construction process.

- Mt. Shasta Ambulance experienced a vehicle fire in September due to a mechanical failure while transporting a patient no injuries were reported.
- S-SV EMS staff recently attended the Siskiyou County EMCC meeting.
- Mt. Shasta Ambulance is experiencing a temporary paramedic shortage but anticipate having a few paramedics graduating from the COS paramedic training program in a few months.
- Sutter/Yuba Counties
 - The Sikh parade was last weekend, and they had about 100K people attend. No significant EMS system issues were reported.
 - S-SV EMS staff recently met with representatives from Sutter and Yuba Counties and Bi-County Ambulance to discuss the status on their EOA Agreement. Everyone seems pleased with the service being provided and their paramedic staffing has stabilized.
 - The county's local mental health mobile crisis team is getting ready to start up in the next month or so.
- Tehama County
 - Dignity EMS recently upgraded some of their medical equipment in their ground ambulances. They also had some recent management changes. They are going to be moving one of their stations in the Corning area to a more centralized location to assist with response time compliance.
 - S-SV EMS was recently notified by PHI that they will be placing an aircraft in the Red Bluff airport in the next few weeks.

3. S-SV EMS Agency Updates

- The S-SV EMS specialty patient registry (STEMI, stroke & trauma) is still in transition, and is on track for implementation by the end of 2024. 7 of the 8 S-SV EMS Region Trauma Centers will directly report data to the new trauma registry beginning January 1, 2025. S-SV EMS is working with Sutter Roseville Medical Center on their data.
- A significant update to the S-SV EMS Regional Multi Casualty Incident Protocol and Plan was recently completed/approved. These updates will become effective December 1, 2025. The primary goal was to make it less complicated and more consistent.
- There has been an IV solution shortage nationally due to the recent hurricanes back east that impacted the manufactures facilities. These issues are expected to be fully resolved by the end of this year.
- S-SV EMS staff are beginning work on the 2024 EMS Plan that is required by the State.
- Mr. Poland has been appointed by EMSAAC to participate on the STEMI and Stroke Technical Advisory Committee. He attended the first meeting last week.
- S-SV EMS staff attended a California Hospital Association statewide APOT workgroup in September. There was good discussion related to this topic.
- S-SV EMS staff recently attended the Northern California EMS Coordinators' meeting.
- S-SV EMS staff recently attended the quarterly Regional Disaster Medical Health Specialist (RDMHS) meeting in Monterey.
- We will be doing some updates (painting, removing the white boards, lighting updates, etc.) to the S-SV EMS Rocklin office conference room.

H. NEW BUSINESS

1. FY 2023/2024 Audit– for approval.

- Jennifer Jensen, of Jensen Smith CPA, presented the audit and indicated that the audit went very smoothly. She was appreciative of multiple processes that Mr. Poland has put in place to make the audit easier.
- The independent audit report shows that there is a clean opinion.
- The management discussion and analysis begin on page 4. This is a narrative format of the financials.
- For the governmental activities, there was a \$459K increase in the net position.
- There was one prior period adjustment this year which was related to the California Employer Pension Prefunding Trust (CEPPT). This was \$80k that was put in a trust fund about 4 years ago. The amount really hadn't changed in the 4 years. This was a positive period adjustment.
- The total net position was \$5,734,651 at the end of the fiscal year.
- There is a comparison of assets and liabilities from one year to the next, beginning on page 6. This was adjusted for the pension trust amount.
- There is a revenue and expenses comparison on page 7. The personnel expenses were almost \$500K, but there was also nearly that much in revenue that came in so this was offset.
- The actual financial statements start on page 9. The Other Post Employment Benefit (OPEB) asset last year was \$876K, because this was prefunded. The pension liability is \$1,689,854. This fluctuates with the market.
- Overall, the total assets are \$5,450,817. There is \$697K in grants and receivables, due mostly from the state.
- The Board asked whether there was a cap on the reserves. Mr. Poland briefly explained that there isn't currently, but Mr. Poland reached out to other Local EMS Agencies to see what their policy is on this. Only one has a policy, and it requires maintaining one year's operating expenses in the fund balance.
- Page 10 begins with the profits and losses. The total program expenditures last year were \$3.3M. The overall interest last year was \$172,767.
- On page 11 is the fund balance sheet. This is the modified accrual and does not include the OPEB or pension liability.
- Page 13 goes over the revenues and expenditures.
- The footnote disclosures begin on page 15. These do not change from one year to the next. Page 17 has the CEPPT fund disclosure.
- Page 22 has the cash in the Placer County Investment pool less the unrealized gains and losses. There is a \$65K unrealized loss, which was more than the year before. This changes depending on the market fluctuations. There are also the CEPPT funds which are restricted.
- The lease reporting standards recently changed. The leases include the Rocklin, and Redding offices, as well as the copier.
- On the bottom of page 33 is the prior period adjustment.

- The budget to actual is on page 35. The budget has almost \$3.5 million for revenues, the budget came in at about \$3.5 million. Expenditures will be about \$3.5 million, and overall operations were about \$3.3 million.
- Pages 37-40 are the disclosures and are related to the OPEB and pension liability. This will show for 10 years now.
- Internal Control and Compliance are on page 41. There is only one finding that has not changed and that is that S-SV EMS relies on Jensen Smith to help put together the financial statements.
- Jennifer complemented Mr. Poland and his staff for the good work they do with the audit.
- Mr. Poland stated that the previous Bank of America account has been closed and everything is with the county now, and S-SV EMS recently received their last payment from the state for FY 2023/2024.
- Supervisor Nolen motioned to approve. Supervisor Holmes seconded. A roll call of votes was called: Ayes=8 (Placer, Nevada, Colusa, Shasta, Tehama, Siskiyou, Glenn and Yuba Counties). Noes=0. Absent=2 (Butte and Sutter Counties). Motion approved.

2. California Employers' pension Prefunding Trust (CEPPT) Fund financial asset transfer – for approval

- Mr. Poland reached out to Ms. Pinette (previous S-SV EMS Executive Director) to find out more about this trust but couldn't get much information. Mr. Poland also read the minutes from that time when the initial/only contribution was made in 2021.
- In 2020, there was money set aside to contribute to the OPEB and since it was overfunded the contribution didn't occur. The CEPPT fund was relatively new at CalPERS, so the money was moved into that fund.
- The money hasn't done well, a little has been lost, but it's right around \$80K.
- The current S-SV EMS Agency's unfunded pension liability is \$1.68 million. Mr. Poland would like to move that \$80K to start paying down the pension liability. He checked with CalPERS and there is no issue with moving this money.
- In 2021, the Board approved the Regional Executive Director to be able to move this money, but Mr. Poland wanted to make sure the Board knew about everything.
- The S-SV EMS Agency currently has 3 different tiers of pension amongst its employees. Every year there are 3 different actuarial reports, but next year they will all be merged into a single report.
- Mr. Poland would like to start paying down the pension liability, since the OPEB is fully funded.
- Supervisor Nolen motioned to approve. Supervisor Holmes seconded. A roll call of votes was called: Ayes=8 (Placer, Nevada, Colusa, Shasta, Tehama, Siskiyou, Glenn and Yuba Counties). Noes=0. Absent=2 (Butte and Sutter Counties). Motion approved.

3. Outside legal counsel resolution (maximum requested budget adjustment amount: \$75,000) – for approval

- The AMR Exclusive Operating Area (EOA) agreement expires 11/30/2025.
- Since this is the largest EOA in the S-SV operating region, and has become more complicated over time, it would be beneficial to have assistance of outside counsel that specializes in negotiating these types of agreements.

- Consistent with current EMS industry standard, the cost for this assistance would be reimbursed by AMR as part of the signing agreement.
 - Supervisor Holmes motioned to approve. Supervisor Blaser seconded. A roll call of votes was called: Ayes=8 (Placer, Nevada, Colusa, Shasta, Tehama, Siskiyou, Glenn and Yuba Counties). Noes=0. Absent=2 (Butte and Sutter Counties). Motion approved.
4. **Additional EMS Specialist staff position – for approval**
- There will be some additional revenue from interest from Placer County, as well as a few decreased expenses in some areas.
 - In 2022, there was a reorganization of S-SV EMS Agency staff. Since that time, multiple additional LEMSA requirements added due to new statutes/regulations.
 - Mr. Poland believes that this additional position is necessary due to current staff workload requirements and there are enough funds in the current year budget without needed to utilize reserve funds.
 - This would be for another EMS Specialist position, who is licensed as a Paramedic. S-SV EMS would hire someone around the beginning of the new calendar year.
 - Supervisor Corona motioned to approve. Supervisor Holmes seconded. A roll call of votes was called: Ayes=8 (Placer, Nevada, Colusa, Shasta, Tehama, Siskiyou, Glenn and Yuba Counties). Noes=0. Absent=2 (Butte and Sutter Counties). Motion approved.
5. **FY 2024/25 budget adjustment to account for: 1) revenue/expenditure changes, 2) requested additional personnel expenses, 3) requested CalPERS discretionary pension liability payment, and 4) requested outside legal counsel contract – for approval**
- On page 2, on the revenues, the certifications should bring in an additional \$50K in revenue and there should be approx. \$200K in interest from Placer County this year, which has been confirmed by Placer.
 - OPEBs: the actuarial has recommended that S-SV start withdrawing from this fund - which the auditor confirmed is about \$800K over funded currently. The estimated withdrawal for FY 24/25 will be approx. \$50,000.
 - In the personnel expenses subtotal – this has been broken down better than it had been in the past.
 - There would be an additional unfunded pension liability payment of \$165K.
 - Under the professional services general line item – there’s a small increase which was payroll taxes. Also, the \$75K that the Board approved for the outside legal counsel. The Professional Information Technology – the new license management system Ceretemy was going to be paid in full during FY 23/24, but from a budget perspective needed to be paid in yearly increments instead.
 - If the board approves the budget adjustments, the FY 24/25 budget remains balanced.
 - Supervisor Nolen motioned to approve. Supervisor Holmes seconded. A roll call of votes was called: Ayes=8 (Placer, Nevada, Colusa, Shasta, Tehama, Siskiyou, Glenn and Yuba Counties). Noes=0. Absent=2 (Butte and Sutter Counties). Motion approved.
6. **Annual ground ambulance provider rates – for approval**
- This matter was previously brought to the Board in January.
 - AB 716 was a new law passed in the previous legislative session meant to plug a hole in the surprise billing act on the ground ambulance side of things.

- The new statute requires the LEMSA to approve maximum ground ambulance provider rates or alternatively insurance companies can decide how much they will reimburse ambulance providers based on their calculation of 'usual and customary' service costs.
- The Board approved the rates last year.
- The EMS Authority is required to update the rates every calendar year.
- The EMS Authority has recently started working on regulations, but they have not been promulgated at this time.
- These rates are consistent with other areas throughout the state.
- Supervisor Nolen motioned to approve. Supervisor Blaser seconded. A roll call of votes was called: Ayes=8 (Placer, Nevada, Colusa, Shasta, Tehama, Siskiyou, Glenn and Yuba Counties). Noes=0. Absent=2 (Butte and Sutter Counties). Motion approved.
- Supervisor Nolen left the meeting at 2:25pm

7. 2025 JPA Board meeting schedule – for approval

- The JPA Agreement requires *“The Board of Directors of the Agency shall provide for its regular meetings. One meeting every other month shall be held.”*
- The JPA Bylaws state, *“Meetings will be held the 2nd Friday of the month, bi-monthly, unless the Chairperson determines no meeting is necessary. Meeting days and frequency may be changed through a majority vote of the Governing Board at a regular Governing Board Meeting.”*
- Mr. Poland put together a couple of options for the Board, including the same current schedule and an alternative that would be the opposite months of the current schedule. Mr. Poland checked all the Board’s committee schedules to make sure there were no known conflicts with either proposed schedule.
- Mr. Poland indicated that it would be helpful, from a budgeting perspective, to have the Board meeting during the opposite months (Feb, Apr, Jun, etc.), which was the JPA board meeting schedule several years ago.
- The Board decided to move the schedule to the opposite months but keep the 1pm start time. There is still the option to attend remotely.
- Supervisor Corona motioned to approve the new meeting schedule for 2025. Supervisor Criss seconded. A roll call of votes was called: Ayes=7 (Placer, Nevada, Colusa, Shasta, Siskiyou, Glenn and Yuba Counties). Noes=0. Absent=3 (Tehama , Butte and Sutter Counties). Motion approved.

I. OLD BUSINESS

- There was no old business.

J. LEGISLATION

1. California EMS Regulations

- All of the EMS regulations have been renumbered and the new numbering structure becomes effective January 1, 2025. There is also a crosswalk document to make it easier to locate specific regulations identified by the previous numbering structure.

- The EMS Authority has started updating individual regulation chapters and began with the specialty systems of care (STEMI, stroke & trauma – new Chapter 6). They anticipate noticing that for public comment prior to the end of the year.
- All EMS personnel regulations have been merged into a single chapter – Chapter 3. This will probably be the next chapter to be noticed for updating/public comment.
- There is still work being done on the new AB 40 APOT regulations. Mr. Poland participated in a couple of work groups to assist in the development of these regulations.
- The EMS Authority is working on new Chapter 1 regulations which are titled, 'Developing Equitable and Person-Centered Care'. These new regulations are meant to address EMS system design, organization, LEMSA requirements, EMS Plans, RFPs, etc. Mr. Poland was also participating in a work group for these new regulations.

2. EMS Legislative Bills Report

- AB 2225 – Addresses EMS QI committee civil protections. This bill formally includes EMS personnel and committees. This bill passed and was recently signed by the Governor.
- AB 2859 – Authorizes an EMS provider to establish a peer support and crisis referral program to provide a network of peer representatives available to aid fellow employees on emotional or professional issues. It also provides some protections for the agencies that decided to do this. This bill passed and was recently signed by the Governor.
- SB 1180 – Requires a health care service plan, as of July 1, 2025, to include coverage for services provided by a community paramedicine program, a triage to alternate destination program, or a mobile integrated health program. This should make these programs much more sustainable. This bill passed and was recently signed by the Governor.
- AB 1168 would allow the City of Oxnard to provide ambulance services that they do not otherwise qualify for under current EMS statutes. This bill passed the legislature but was vetoed by the Governor.

K. MEDICAL DIRECTOR'S REPORT

- S-SV EMS is developing a new 'Naloxone Leave Behind' policy. This is like programs in place in other areas of California. Naloxone (opioid reversal agent) has been a prescription medication making it expensive and difficult to obtain/distribute. In March 2023, the FDA made Naloxone Over the Counter. California has spent millions of dollars to purchase Naloxone in large quantities and distribute it for free. EMS providers are being asked to 'leave behind' Naloxone when they're in the field with applicable patients. They will show individuals how and when to use it. The providers will also track when and who they leave Naloxone with. Naloxone is a nasal spray and easy for a layperson to administer. California pharmacies have Naloxone now and will give it to anyone that asks for it, for free. It's widely available now. The downside to this is that if the person using opioids doesn't seek help after using the Naloxone, it can wear off and they can overdose.

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- Gabriel Cruz (AMR Director) gave a brief report on AMR in Colusa and Placer counties.

L. NEXT JPA GOVERNING BOARD MEETING

- The next JPA Board meeting will be for Friday, February 14, 2025, 1:00 p.m., 535 Menlo Drive, Suite A, Rocklin, CA or via videoconference at 1255 East St., Suite 201, Redding, CA.

Respectfully submitted,

Signature On File
Amy Boryczko, Clerk to the Board

2/14/2025
Date

Signature On File
Merced Corona, Vice-Chairperson

2/14/2025
Date