

ROSS VALLEY PARAMEDICS AUTHORITY

Held a meeting:

6:30 p.m. Thursday, March 7, 2024

240 Tamal Vista, Suite 108, Corte Madera

Approved May 2, 2024

1. Call to Order- Chair Meagor called the meeting to order at 6:30 p.m.
2. Roll Call
Board Member Attendance: Chair Meagor, Breen, Blash, Casissa, Corbett, Finn, Robbins, Way
Staff Present: Weber, Gabriel, Martin, Pomi, Price-Fair, Tubbs

3. Pledge of Allegiance

4. Open Time for Public Input

There were no comments.

5. Review and Approve Meeting Minutes
 - a. Approval of December 7, 2023 minutes

M/s, Robbins/Casissa, to approve the minutes from December 7, 2023 as submitted.
Ayes: All

6. New Business
 - a. Presentation of Annual Financial Audit for FY22/23, Badawi and Associates

Ms. Ingrid Gabriel, Larkspur Administrative Services Director, introduced Ms. Samantha Michel, CPA, representing Badawi and Associates. Ms. Michel presented a PowerPoint presentation that included the following: 1) Deliverables and Scope of Audit; 2) Areas of Primary Emphasis; 3) Auditor's Report and Financial Statements; 4) Required Communications; 5) New Accounting Standards; 6) Conclusion and Discussion.

Ms. Michel reported the Financial Statements are fairly stated according to Generally Accepted Accounting Principles (GAAP). She, along with staff, answered a question regarding the composition of the former Finance Subcommittee.

Chair Meagor opened the meeting to public comments.

There were no comments.

Chair Meagor closed the meeting to public comments.

The Board thanked Ms. Michel for the presentation.

b. Form 700 Filing

Executive Officer Weber presented a staff report. There were no questions or comments from the Board.

c. Selection of General Counsel

Executive Officer Weber presented a staff report. He stated staff reached out to Ragghianti-Freitas, LLP, and Epstein and Christo. There was a considerable cost difference between the two firms. Staff is able to answer questions but is not making a recommendation. Staff answered questions from the Board regarding the firm that represents the Marin Wildfire Prevention Authority (MWPA); if a retainer system would be used; any possible conflicts.

Chair Meagor opened the meeting to public comments.

There were no comments.

Chair Meagor closed the meeting to public comments.

Board member Robbins noted she had heard that the firm of Ragghianti-Freitas was backing away from civic representation and she would support the other firm. They are also less expensive. Board member Way agreed.

M/s, Breen/Casissa, to authorize the Executive Officer to execute the agreement for engagement with Epstein and Christo law firm.

Ayes: All

d. Report and Recommendation from the ALS Deployment Sub-committee

Executive Officer Weber presented a staff report. He recommended the Board gather all the information and data before responding to the letter from the Larkspur City Manager. He answered questions from the Board regarding the City of Larkspur's request to form a separate subcommittee; if staff is recommending one subcommittee; if there are provisions in the JPA on how an entity would withdraw; if the RVPA should fund a particular entities request for a study regarding the implications of withdrawal; if the request is for a study about whether it is feasible for the City of Larkspur to fall under the subcontract of Corte Madera or withdraw from the JPA and form a new service area; the legal issues regarding withdrawal from the JPA; when the last Strategic Plan was prepared; the questions that a Strategic Plan would answer; bidding to outside contractors; the overview of what is happening in the County; if a deployment study would be specific to Larkspur or cover the RVPA; if they need to wait for the deployment study before doing anything to the JPA; if the request from Larkspur goes beyond the deployment study; how long a deployment study would take; if ALS units can communicate with Marin General; why there are so many fire engines instead of more ambulances.

Chair Meagor opened the meeting to public comments.

There were no comments.

Chair Meagor closed the meeting to public comments.

Board member Breen stated it is time to take a long-term view of the RVPA and answer these questions.

Board member Way stated it is time to update the Strategic Plan prepared in 2006. It is their responsibility to look for efficiencies in tax spending and services provided.

Board member Finn stated he is troubled by the letter and wanted to know who authorized it and what discussions were held to prompt its writing. He wants to be assured that the elected officials are behind it. The RVPA is currently on a very solid foundation after struggling for several years. They are an award winning agency. He is reluctant to tinker with it. A generic deployment study would be helpful.

M/s, Casissa/Way, to authorize the expenditure of up to \$30,000 to retain the advisory services as noted in the staff report and to confirm the existing subcommittee.

Ayes: All

Board member Way volunteered to serve on the subcommittee.

7. Old Business

There were no Old Business items.

8. CQI Reports

CQI Coordinator Price-Fair presented a report and PowerPoint presentation regarding Ross Valley and Central Marin: 1) January 1, 2023 through December 31, 2023; 2) Total number of calls; 3) Non-transports; 4) Release at scene; 5) Transport to landing zones; 6) Total number of transports; 7) Calls by destination; 8) Calls by City. She answered questions from the Board regarding a "patient dead at scene/no resuscitation" call; if they are collecting data regarding ebikes.

CQI Coordinator Price-Fair stated she is working on the Survivors Event/Dinner that will include three individuals.

Board member Casissa asked that information about ebike injuries be presented at the next meeting.

9. Review of RVPA Expense Sheets

Executive Officer Weber presented a staff report. There is nothing out of the ordinary.

There were no questions or comments from the Board.

10. Transport Billing Data Review

Executive Officer Weber presented a staff report. There has been an uptick in Revenue. He briefly discussed the PPGMT Program.

There were no questions or comments from the Board.

11. Announcements/Future Agenda Items

There were none.

12. Adjournment- Chair Meagor adjourned the meeting at 7:50 p.m. to Closed Session regarding the Lease Agreement.

13. Report out from Closed Session

Chair Meagor reported the Board gave direction to negotiate.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary