



Ross Valley Paramedic Authority

MEMBER AGENCIES

Town of Corte Madera
Town of Fairfax
Kentfield Fire Dist.
City of Larkspur
County of Marin
Town of Ross
Town of San Anselmo
Sleepy Hollow Fire Dist.

BOARD OF DIRECTORS MEETING

Thursday, September 6, 2018 @ 6:30 p.m. Kentfield Fire District
1004 Sir Francis Drake Blvd. Kentfield, CA 94904

1. Call to Order- Board Chair
2. Roll Call- Executive Officer
3. Pledge of Allegiance – Board Chair
4. Open Time for Public Input. Members of the Public have an opportunity to comment on items not on tonight's agenda. Each member of the public has two minutes in which to speak. Board members and staff are not able to engage in dialogue, answer questions or act on any of the items brought forward. At the Board's discretion, matters brought forth may be placed on a future agenda.
5. Review and approve Meeting Minutes: Staff recommends that the Board approve the meeting minutes from the August 2, 2018 meeting.
6. NEW BUSINESS
 - a. Presentation from Wittman Enterprises – Ambulance Billing Services. *Recommendation: Receive presentation, direct staff as needed.*
7. OLD BUSINESS
 - a. Update on November ballot measure for RVPA tax renewal, *Recommendation: Receive verbal report from Executive Officer.*
 - b. Update regarding ambulance billing transition and Medicare Payments. *Recommendation: Receive verbal report from Executive Officer, direct staff as needed.*
8. CQI Reports (Quarterly). Staff recommends that the Board receive any oral/written updates from the CQI managers. *Recommendation: Direct staff as needed.*
 - a. Marin County: Heather Price Fair
 - b. Town of Corte Madera: Liz Froneberger
9. Review RVPA Expense Sheet (attached).
10. Transport Billing Data Review (attached).
11. Announcements/Future Agenda Items.
12. Adjournment.

Submitted, /s/ Jason Weber, Executive Officer

This agenda was posted in accordance with #54954.2 and #54954.3 of the Government Code. AMERICAN SIGN LANGUAGE INTERPRETERS AND ASSISTIVE LISTENING DEVICES MAY BE REQUESTED BY CALLING (415)473-4100 AT LEAST 72 HOURS IN ADVANCE. COPIES OF DOCUMENTS ARE AVAILABLE IN ACCESSIBLE FORMATS UPON REQUEST.

Availability of Documents: Any writings or documents provided to a majority of the RVPA regarding any item on this agenda will be made available for public inspection at the Customer Service Counter at Marin County Fire Department Woodacre Station 33 Castlerock Ave, Woodacre 94973, during normal business hours.

THE BOARD OF DIRECTORS OF
THE ROSS VALLEY PARAMEDIC AUTHORITY
Held a meeting:
6:30 p.m. Thursday, August 2, 2018
Kentfield Fire District
1004 Sir Francis Drake Blvd., Kentfield, CA. 94904

1. Call to Order- Chair Finn called the meeting to order at 6:30 p.m.

2. Roll Call

Board Member Attendance: Chair Finn, Corbet, Hart, Hillmer, Meagor,
Ravasio, Reed Absent: Przybylski
Staff: Weber, Froneberger, Price-Fair, Shurtz, McTigue

3. Pledge of Allegiance

Chair Finn asked for a moment of silence for fire personnel who lost his or her life in the recent wildfires.

4. Open Time for Public Input

Ms. Elana Gunn, Regional Director for Quality Assistance and Improvement with the American Heart/Stroke Association, recognized the RVPA's excellence in patient care. She presented the RVPA with the 2018 Mission Lifeline Silver EMS Award. This award recognizes first responders who are doing the right thing every time- knowing, implementing, and recording best practices. This is the second year in a row that the RVPA has received this award. She thanked the first responders and educators.

Ms. Froneberger stated Ms. Price-Fair put the data together and made sure the "T's were crossed and I's were dotted". Ms. Price-Fair discussed the criteria that was used including good patient outcomes, getting patients to the hospital on time, etc.

Boardmember Hart asked Executive Officer Weber to run a press release in the Independent Journal.

5. Review and/or approve Meeting Minutes: From May 30, 2018

M/s, Hillmer/Corbet, to approve the minutes of May 30, 2018 as submitted.

Ayes: All Absent: Przybylski Abstain: Hart, Ravasio

6. NEW BUSINESS

- a. Authorize Executive Officer to execute purchase contract with Leader Industries utilizing a public competitive procurement process through HGAC (Houston Galveston Area Cooperative) in the amount of

\$270,000.16 for the purchase of a 2019 ambulance

Executive Officer Weber presented a staff report. The current Medic 18 is about ten years old and a re-mount was done about five years ago. Repair costs are increasing and reliability is decreasing. Staff looked at several options- an ambulance with a commercial chassis vs. a conventional chassis. Staff is recommending the commercial chassis. He reminded the Board that staff recently purchased a new gurney lift and new gurney- both will work in the new unit. Delivery of the new unit could occur in January or February of next year.

Boardmember Hart asked if the unit would be significantly heavier than a non-commercial chassis. Executive Officer Weber stated he did not think so- they use fiberglass and aluminum. He could get back to the Board with the weight. Boardmember Hart stated it would be helpful to get feedback on how it drives on Marin's small roads. Executive Officer Weber stated they do not need to lease the unit and have the funds to pay cash. This was discussed by the Finance Committee.

Chief Shurtz had a question about the cab and chassis quote. Executive Officer Weber stated he would get clarification but the overall cost is \$270,000.

Boardmember Hart asked if there was any additional equipment they were getting that they did not have before. Executive Officer Weber stated the air bags in the rear are better, there are restraint systems for attendants that the other unit did not have, and there is a bit more room. Commercial chassis are lower to the ground and the nose is a bit bigger.

Chair Finn stated this purchase and the ability to make it with cash is a testament to the Finance Committee, the Executive Officer, and the Larkspur Finance Director. They put the agency on very solid ground. They are over-budget on repairs for the existing rig so this purchase makes sense.

M/s, Ravasio/Hart, to authorize the Executive Director to execute a purchase contract with Leader Industries utilizing a public competitive procurement process through HGAC in the amount of \$276,000.64 for the purchase of a 2019 ambulance subject to confirmation of the figures.

Ayes: All Absent: Przybylski

Chair Finn thanked Executive Officer Weber and Battalion Chief McTigue for the good work.

- b. Update regarding ambulance billing transition, Medicare Payments and year end revenue

Executive Officer Weber presented a staff report. He stated staff has been in a three month struggle with Medicare because the finances run through the City of Larkspur. Medicare is claiming that the fiscal agent must be the entity itself. Staff has provided documentation asserting the financial arrangement with

Larkspur is legal, etc. Medicare is holding payments in the amount of \$50,000 to \$80,000. He will have an update next month on accounts that have been paid and those accounts that are outstanding. He noted the transition to Wittman is going very well.

Chair Finn asked if they should consider a contingency plan if this drags on for a while- \$50,000 to \$80,000 is not fatal but is important. Executive Officer Weber stated he hopes the situation will be taken care of soon. He will bring some options to the next Board meeting including creating a separate bank account.

7. OLD BUSINESS

a. Update on November ballot measure for RVPA tax renewal

Executive Officer Weber presented a staff report. He stated they were on track- the member agencies have moved forward with the ballot measures. The Town of Corte Madera will keep its current rate.

There were no comments or questions from the Board.

8. CQI Reports

a. Marin County

b. Town of Corte Madera

Ms. Froneberger stated they were in the middle of transitioning between the two PCR systems and they did not have the reports in place. However, things are going very well.

9. Review RVPA Expense Sheet

Executive Officer Weber presented a staff report. He noted there was nothing out of the ordinary.

There were no comments or questions from the Board.

10. Transport Billing Data Review

Executive Officer Weber presented a staff report. He noted the revenue total of \$52,000 for one of the months is substantially less than budgeted. He has asked Novato Fire to work diligently to close May, June, and July. They have some staffing issue.

Boardmember Meagor asked about the year end figure. Executive Officer Weber discussed how the "lock box" works and how those funds are posted.

11. Announcements/Future Agenda Items/Adjournment

There were no comments or questions from the Board or staff.

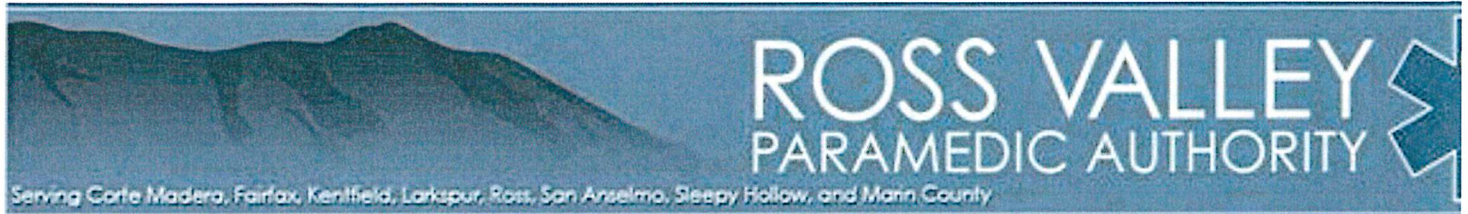
12. Adjournment- Boardmember Hart adjourned the meeting at 7:15 p.m. in honor of all the firefighters who are putting his or her life at risk in fighting wildfires. The next Board meeting would be Thursday, September 6, 2018.

Respectfully submitted,

Toni DeFrancis
Recording Secretary

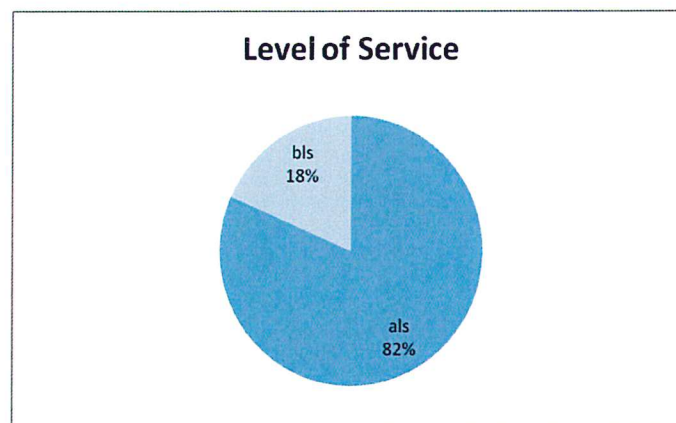
M18 & M95 Call Statistics

Date: April 2018 to June 2018

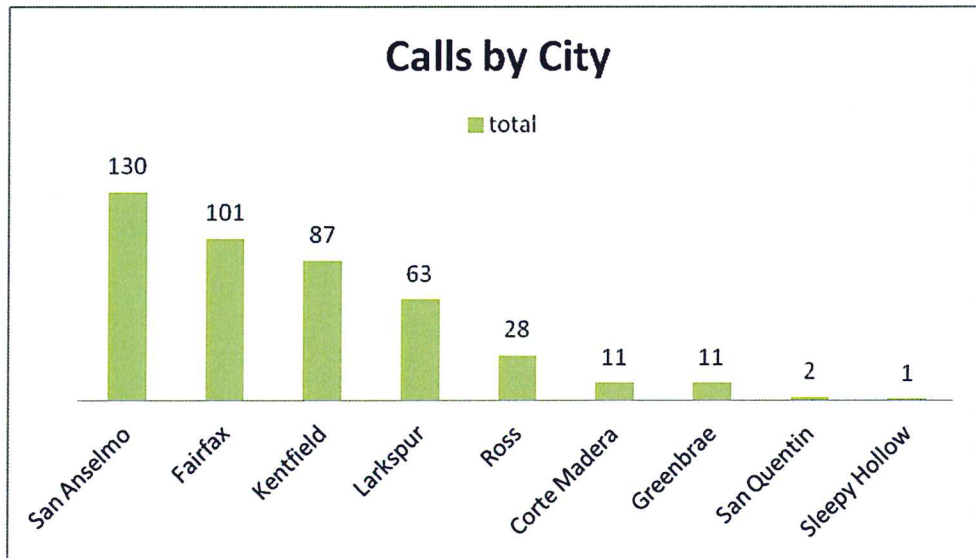


Disposition

Disposition	Number
No treatment, No Transport	27
Treatment No Transport	38
Patient Transports	334
Tx to Landing Zone	1
No Patient Found	15
Tx to Other EMS Unit	1
Cancelled (PTA)	11
Patient Refusing Care	6
Dead on Scene No Resuscitation	3
	Total PCRs: 436



Transports by Destination	
Facility	Number
Kaiser Terra Linda	76
Marin General Hospital	257
Novato Community Hospital	1
U.C.S.F. Medical Center	1
Other	3
Total Transports: 338	



*= Calls within Sleepy Hollow only specific for June 2018

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
705 - ROSS VALLEY PARAMEDIC	0.00	14,855.36	14,855.36
Grand Total:	0.00	14,855.36	14,855.36

Management Summary Report
Monthly and Fiscal Year to Date
Ross Valley RPA
July 2018

Financial Class	Number of Accounts	Percent of Total	Year to Date Total Accts.	Percent of Total YTD	Charges	Percent of Total	Year to Date Total Charges	Percent of Total YTD	Payments	Percent of Total	Year to Date Payments	Percent of Total YTD
Medicare	37	24.18%	37	24.18%	\$87,690.54	28.13%	\$87,690.54	28.13%	\$0.00	0.00%	\$0.00	0.00%
Medicare HMO	2	1.31%	2	1.31%	\$5,641.69	1.81%	\$5,641.69	1.81%	\$0.00	0.00%	\$0.00	0.00%
Medi-Cal	4	2.61%	4	2.61%	\$9,650.32	3.10%	\$9,650.32	3.10%	\$0.00	0.00%	\$0.00	0.00%
Medi-Cal HMO	8	5.23%	8	5.23%	\$18,011.36	5.78%	\$18,011.36	5.78%	\$0.00	0.00%	\$0.00	0.00%
Insurance	10	6.54%	10	6.54%	\$18,689.13	5.99%	\$18,689.13	5.99%	\$0.00	0.00%	\$0.00	0.00%
Private Pay	30	19.61%	30	19.61%	\$47,595.48	15.27%	\$47,595.48	15.27%	\$0.00	0.00%	\$0.00	0.00%
Kaiser	6	3.92%	6	3.92%	\$15,864.73	5.09%	\$15,864.73	5.09%	\$0.00	0.00%	\$0.00	0.00%
Kaiser Medical	0	0.00%	0	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Kaiser Medicare	18	11.76%	18	11.76%	\$46,720.28	14.99%	\$46,720.28	14.99%	\$0.00	0.00%	\$0.00	0.00%
Other	38	24.84%	38	24.84%	\$61,901.83	19.86%	\$61,901.83	19.86%	\$0.00	0.00%	\$0.00	0.00%
Prior Sales					\$0.00	0.00%	\$0.00					
Sub Total	153	100.00%	153	100.00%	\$311,765.36	100.00%	\$311,765.36	100.00%	\$0.00	0.00%	\$0.00	0.00%
Dry Runs	0	0.00%	0	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total	153	100.00%	153	100.00%	\$311,765.36	100.00%	\$311,765.36	100.00%	\$0.00	0.00%	\$0.00	0.00%