



Conference Room

Southern Cascades Operations Base and Training Center

205 Ash Valley Road, Adin, CA 96006

March 21, 2022

### Regular Board Meeting Minutes

Call to Order by Vice Chairman Davis at 5:32 P.M.

**Roll Call:** Present: Chairman Davis, Director Endicott, Director Fisher, Vice Chairman Joiner

Absent: Director Peterson

Chairman Davis led the Pledge of Allegiance

### Deletions/Additions and Approval of Agenda

Director Joiner moved and Director Fisher seconded to Approve Agenda with no deletions or additions to Agenda.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner

**ABSTAIN:** None

**ABSENT:** Peterson

**Public Comment:** None

### Consent Agenda

Director Fisher moved and Director Joiner seconded to Approve the posted consent Agenda.

Approve the minutes for the following Meeting:  
Regular Meeting- February 21, 2022

Approve Delegation of Authority to District General Administrator to Negotiate contract for grant application preparation.

Approve the revisions to Policy #3520.0 Substance Abuse.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner

**ABSTAIN:** None

**ABSENT:** Peterson

**Information / Discussion:**

General Discussion with Counsel regarding Design/Build Construction. Counsel states that we are as a Special District allowed to do a design/build. We would have to send out an RFQ-Request for Qualification. This is the pre-qualification stage of the procurement process. In this you are concerned about your objective and concerned about the vendor's skills and experience. This would be detailed in what the requirements and qualifications are for the project. This needs to be posted in newspaper of circulation, trades magazines, website, etc. for at least 30 days.

After this then we would send out an RFP- Required for Proposal. This would be detailed of what design, what we want to be completed for the project, bonding required, insurance required, state whether lowest bid wins or reasonable bid wins for example. These usually take at least 90 days for this process or more.

District General Administrator asks counsel to research whether we would be following under the Essential Services Act? This is a question the engineer had.

**CFO Report**

Sara Edson joins us via zoom for the meeting. She gives brief report on the financials for February and answers any of the Boards questions. She states she will be in Big Valley in the office the early part of next week if anyone wants to meet with her. District General Administrator says this would be a good time to call a Finance Meeting while CFO is here. We finally received the tax check from Lassen County in February but it

was not deposited until March so this February financials are not including that check amount.

**EMS Report** given by Alisa Allison our Interim EMS Division Manager.

We have had 10 calls in March so far and of those about half ended up in transports.

One of these being a traffic accident in Burney. The Burney Ambulance is having issues with staffing and are unable to cover most days and if they do it is often a BLS ambulance.

One call was in Fall River area as Mayers Ambulance was out of the area on an IFT transport.

It could be in the future we will be pulled to cover more in the Fall River and Burney areas.

We have hired two full time EMT's now and the part time EMT's are filling in our gaps.

Working on replacing Doctor Dahle who is retiring in June as our Medical Director.

I have been doing a lot of leg work on this project and talking to many different people regarding who would be a good option to replace Dr. Dahle.

I have been talking to Megan Wright regarding the possibility of our base hospital being Modoc Medical Center. Mayers emergency room is having many issues that are ongoing and there is a lot of toxicity there. One issue is Mayers is under SSV- Sierra-Sacramento Valley EMS and we are under Nor-Cal EMS so this creates issues regarding protocols.

Dr. Farson is the Vice Chief of Staff and Emergency Services Director for Modoc Medical Center. He is older and is out of the country quite often on Mission work and is said to retire soon. This would not be my first choice for a Medical Director as I am needing help with QI.

Dr. Rudnik helps run SEMSA and not sure how much time he could contribute to helping with QI.

The Doctor I am leaning towards is Dr. Timothy Sabarido from Mayers Hospital. He is a great Doctor and young and is being overseen by Dr. Watson. I have spoken to Doctor Watson and he is trying to build Mayers Emergency back up with the help of Dr. Sabarido. We are needing help on QI and I feel this Doctor would be able to help me with this. Having him also may help improve the issues we are having with Mayers Emergency Department also.

Our ambulance is fixed now. It had an oil leak.

I do have questions regarding an Oath and that I am being told that my staff would maybe have to be required to swear to. I would like clarification on this and also would like to see the Oath as I have never been shown it or heard of it. My employees are not Officers nor Soldiers. I have worked in the EMS and medical field for various agencies public and private for over 20 years and have never been required to swear to an Oath.

District Administrator states this is Code 3202.

Clinton Davis the Board President states we are looking into this.

Counsel states that we are looking into an Oath regarding Disaster Service Workers. This Oath would be required to be sworn in within 30 days of taking employment under LAFCO, even though they are at will employees.

Having issues with Sharp Ambulance Billing. For example, at traffic accidents they are wanting an exact address which is difficult with how rural we are. The billers are not accepting Weakness as a medical reason or diagnoses for a reason for patient to not be able to sign permission to transport. Kelly St. John has given me another contact at Sharp in the claims department that may be of more help to us with these issues.

### **District General Administrator Report**

Burney Ambulance is falling apart. The chief has retired and only 5 people are trying to cover.

Two weeks ago EMS employees received a letter from Kevin Kramer CEO for Modoc Medical Center regarding the possibility of divesting the ambulance service from Modoc Medical Center. They had a meeting with employees. It is said there was arguing over books, a lot of venting and two Board Members were there. The books they are saying were showing an approximate loss of \$100,000 to \$200,000 per year which typically for EMS Ambulance isn't out of the ordinary. We hear they are forming a committee to work on resolving the issues. They are having staffing issues and are staffing one ambulance currently.

### **HTS Division**

- Gross in February was \$60,463.00
- March 1 through March 20<sup>th</sup> we are at Gross \$61,000. This is short of our monthly goal of \$108,000.
- We have hired one HTS Technician out of Susanville. He has asked about taking our next EMT class and shows a lot of potential.
- Now we have two cars that are keeping busy most days in Susanville with trips.
- Last week our utilization rate was showing 82 percent.
- This week is looking bad so far for transports.

- Megan will be taking maternity leave of absence starting April 1<sup>st</sup>.

### **Logistics Division**

- The electrician has completed work in Administration Office. The panel is now upgraded to 200 AMP. There are two lines going out for the Mini-Splits to be installed. We have told the electrician to order the Mini-Splits one for the Administration Office and one for the Operations Office.

### **Education Division**

- EMT class have had their Mid Term last week.
- Gonzo Solorio is planning a combo ICS/MCI/Disaster Response class. This would be a two-day class with two instructors.
- The Modoc County Sheriffs will be using our Multi-Purpose room for training.

We are happy with how attentive our new bank Five Star is. We need to put on next month's Agenda the Delegation of Authority to include Credit Cards.

John Ryan the appraiser is scheduled to be here tomorrow for the onsite part of the appraisal.

We had a request from Transport of California. CFO prepared the report and Counsel looked at and gave the ok for it.

### **Board Reports None**

**Closed Session is entered into at 6:36 P.M.**

**Per Government Code 54956.8, Conference with Real Property Negotiators.**

**Property:** APN 018-270-023, Address: 205 Ash Valley Road, Adin CA 96006

**Agency Negotiator:** The Board will specify the names of the designee to be the negotiator.

**Per Government Code 54957, Public Employee Performance Evaluation District General Administrator.**

**Resume Open Session at 7:37 P.M.**

Instruction is given to Staff as a result of Closed Session.

**Board President Adjourns meeting at 7:42 P.M.**

Attest:

Kelly St. John  
Administrative Assistant

Date



Robert Fisher

  
Board Secretary

6-26-2022  
Date