



Conference Room

Southern Cascades Operations Base and Training Center

205 Ash Valley Road, Adin, CA 96006

**September 20, 2021 5:30 pm**

**Regular Board Meeting Minutes**

Call to Order at 17:30 by Chair Davis

Roll Call: present: Chair Davis, Director Endicott, Director Fisher, Director Joiner, and Director Peterson

Absent: None

Pledge of Allegiance led by Chair Davis

**Deletions/Additions and Approval of Agenda**

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

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Chair Davis, Director Endicott, Director Fisher, Director Joiner, Director Peterson

**ABSTAIN:** None

**ABSENT:** None

**Public Comment:** *None*

## **Staff Presentation of the Fiscal Year 2021-2022 Budget**

Review of Detailed Budget and Rate Adjustments for EMS and Education and Training.

- Staff Comments: None
- Finance Committee Recommendations: None
- Board Questions: None

## **PUBLIC HEARING: Fiscal Year 2021-2022 Budget and Rate Changes**

Chair opens comments from the Public at 18:04 No comment from Public.

Chair Person closes comments from the Public at 18:06

## **Consideration / Action**

Director Fisher makes moved and Director Peterson seconded to Approve the Fiscal Year 2021-2022 Budget

## **RESULT: APPROVED, UNANIMOUS**

**AYES:** Chair Davis, Director Endicott, Director Fisher, Director Joiner, Director Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Joiner moved and Director Endicott seconded motion to Approve the Education and EMS Division Rates.

## **RESULT: APPROVED, UNANIMOUS**

**AYES:** Chair Davis, Director Endicott, Director Fisher, Director Joiner, Director Peterson

**ABSTAIN:** None

**ABSENT:** None

## **Consent Agenda**

Director Peterson moved and Director Fisher seconded to Approve Minutes for the following Meeting:

Regular Meeting- August 16, 2021

### **RESULT: APPROVED, UNANIMOUS**

**AYES:** Chair Davis, Director Endicott, Director Fisher, Director Joiner, Director Peterson

**ABSTAIN:** None

**ABSENT:** None

## **Information / Discussion**

Discussion for the land acquisition information gathering with the AD Hoc Committee. The Ad Hoc Committee consists of Mike Hida, CFO Sara Edson, Sue Peterson, Director Joiner, Director Endicott, and District General Manager Dan Bouse.

District General Manager gives a brief discussion regarding the Ad Hoc Committee meeting.

- The group looked at potential options.
- Our attorney is on vacation. We will get Attorney's council regarding the potential land acquisition.
- There is an issue with the lease with the School District. In the current lease we cannot sub-lease to anyone who is "for profit". Air Methods is "for profit".
- A contractor told General Manager that on school property a contractor cannot put a mechanics lien against the property per the education code.
- If we move ahead, we will ask our Attorney to give counsel on how to proceed with negotiations with the School District.

**CFO Report:** None as CFO is on vacation.

**Correspondence:** None

## **District General Manager Report**

### **Administration/Logistics:**

- Executed contract with Gonzo Solorio – Contractor to replace damaged siding on building and replace the operations door.
- Signage is almost complete. The large sign will be placed next week.
- The new phone system is in place. It is a voice over system. We lease the equipment and S Net maintains it.
- District General Manager met with John Dunlap an Engineer that will be a consultant for the project of new helipad. We have started a to do list. John will function as our inspector also. He cannot put the bid package together.
- We are hoping to obtain grants to finance this project.
- We have a quote from Walt Leonard to do the tree removal needed.
- We have moved from Drop Box to Google Suite which is cloud based and more secure and HIPAA compliant.

### **HTS Division:**

- We are in the process of hiring two HTS drivers for Adin.
- We lost a driver that was based in Adin last week.
- We have hired 2 more Alturas drivers.
- We are going to meet with Lassen Transportation Commission -We are hoping to obtain some grant money to help with Lassen South County
- This week income for HTS was less than \$15,000.
- Approximately 10% of our trips are pulled off of marketplace.
- Partnership transports are down. They are not calling as much.
- We have received word from MTM that they have developed their own computerized dispatch software. This will be rolling out soon. The service area will be by county instead of by zip code we are told.
- It may be that the new software will assign trips to vehicles.

### **EMS Division:**

- 0406 is ready and now in service



- We have hired a Paramedic Ryan Wallace. He has a lot of experience and is a certified flight medic. We are excited to have him and his first shift will be October 3<sup>rd</sup>.
- Christian Breakfield who completed our last EMT class is now certified with National Registry.
- Kelly St. John the Accounting Technician/Administrative Assistant provides the Board with some Billing AR reports from Sharp Ambulance Billing.
- We will need to develop and adopt a write off policy for claims we cannot get paid for.

#### **Education Division:**

- We have a tentative calendar for upcoming classes
- We just interviewed and made an offer to another instructor.

#### **Helicopter:**

- Have not had many transports for the past month due to smoke.
- The requests for flights are up.
- We are getting a new helicopter very soon. It is a 407 GS which is an upgrade as it has auto pilot. This will help pilots on the long transports. It is sounding like sometime in October it will be here and in service.

#### **Board Reports:** None

Closed Session: Board goes into Closed Session at 19:15.

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

Resume Open Session at 20:10

Board will approve any formal action to be taken by board as a result of the closed session.

Meeting is adjourned at 20:12.

Attest:

Kelly St. John  
Administrative Assistant

  
Date

Robert Fisher   
Board Secretary

10-5-2021  
Date