



Conference Room

Southern Cascades Operations Base and Training Center

205 Ash Valley Road, Adin, CA 96006

June 20, 2022

Regular Board Meeting Minutes

Call to Order by Vice Chairman Craig Joiner at 5:30 P.M.

Roll Call: Present: Director Endicott, Director Fisher, Vice Chairman Joiner, Director Peterson

Absent: Chairman Davis

Vice Chairman Joiner led the Pledge of Allegiance

Deletions/Additions and Approval of Agenda

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

RESULT: APPROVED, UNANIMOUS

AYES: Endicott, Fisher, Joiner, Peterson

ABSTAIN: None

ABSENT: Davis

Public Comment: None

Consent Agenda

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

Approve the minutes for the following Meeting:

Special Board Meeting May 23, 2022

RESULT: APPROVED, UNANIMOUS

AYES: Endicott, Fisher, Joiner, Peterson

ABSTAIN: None

ABSENT: Davis

Consideration /Action:

Director Peterson moved and Director Endicott seconded to Delegate Authority to District General Administrator to switch from Square Credit Card payments to Streamline payments for customers wanting to make private payments with a credit card.

RESULT: APPROVED, UNANIMOUS

AYES: Endicott, Fisher, Joiner, Peterson

ABSTAIN: None

ABSENT: Davis

Director Fisher moved and Director Peterson seconded to Delegate Authority to District General Administrator to Purchase a used 2012 Dodge Caravan for \$11,000.

RESULT: APPROVED, UNANIMOUS

AYES: Endicott, Fisher, Joiner, Peterson
ABSTAIN: None
ABSENT: Davis

Director Endicott moved and Director Peterson seconded to Delegate Authority to District General Administrator to sign a Professional Services Agreement with Frontier Reimbursements for a fee of \$1000.00 per Fiscal Year to prepare a Cost Report. (This is for the GEMT Ground Emergency Medical Transportation Services Program.)

RESULT: APPROVED, UNANIMOUS

AYES: Endicott, Fisher, Joiner, Peterson
ABSTAIN: None
ABSENT: Davis

Information / Discussion:

Fiscal Year 2023 Community Funding Project – We were not selected. Shane Starr discussed with District General Manager on phone that we should look into reapplying next year. It may help if we are in process of purchasing this facility before applying.

CFO Report

Sara Edson is present. The financials are presented for May 2022.

Correspondence: None

District General Administrator Report

Administration:

- Karli Frye began last week; she will be working on learning our system and what are needs are; she will be looking for Capital Grants that may help us; next week we will meet with USDA with Debbie McCoy at Rural Development in Alturas.

- Mike Hida will start working this Friday June 24th. He will be working up to 10 hours per week.
- We have our final letter on our insurance premiums due July 15. The bill will be \$85,000 (\$50,000 for Liability and \$35,000 for Comprehensive)

Logistics:

- Painting on building is completed
- There are some complaints on face book regarding the color.
- Wayne Bethel has installed two mini splits one in each office room. He priced it at \$11,000 which was the original quote.

EMS:

- District Administrator states staffing is getting better; we are trying to avoid overtime; I have asked Alisa Allison to work hard to obtain staffing for Special Ops (Fires)
- EMS Division Manager (Alisa Allison) gives report of the following:
 - Fire wise I am trying to pull friends who like to go on fires. I have two Paramedics that are interested but also working full time jobs.
 - We have hired two new EMT's.
 - On behalf of our EMS Crew we would like to request a window to be installed in the crew quarters. It is like a cave in the living, kitchen and dining areas as there is no window at all. The only window is in the bedroom area. Everyone is leaving the door open to let air and sunlight in so it is not efficient for the cooling and heating systems. Gonzo has measured and has the size needed noted.
 - I am still waiting for approval from Board to move ahead with selecting a new Medical Director. I am still needing to have the Board to get a committee together regarding details, contract, and information on what we pay Medical Director.
 - District General Administrator states that he has spoken to Dr. Dahle and he has submitted a renewal of his license and is still going to be available to be Medical Director.
 - Alisa Allison states she really would like to have a Medical Director that would be more involved with helping review CQI (Continuous Quality Improvement). Dr. Dahle has not been involved at all with this.

HTS:

- Angelina Davis gives report:

- We are in process of hiring a new HTS Driver; This driver will go do a DMV Physical so they will be able to do Gurney trips.
- We are going to also interview a lady from Alturas soon
- There have been more applications being submitted lately
- We have one full time HTS in Alturas area now
- Susanville Drivers are getting a lot of overtime as they have the most trips
- Burney transports are very slow
- We have received an application from someone in the Butte Valley area but we only have one vehicle stationed there. We could use more vehicles.
- District General Administrator states that the dead head (empty miles) is killing us especially with the cost of fuel. We are driving a long way to get to where we are picking up the members.
- The last two weeks we are showing \$20,000 per week so transport numbers are picking up.
- We are trying to negotiate three new customers outside of Partnership and MTM for HTS transports.
- One of these being Eagle Lake Village in Susanville. They are discussing needing transports from Sacramento area to Susanville under a LOA (Letter of Agreement) They are trying to get a license for memory care so this will be something we are not used to dealing with.

Education:

- EMT Class; we intend to hold one class
- EMR Class; we intend to hold one
- Public Safety Course (First Aid); we will hold two of these classes
These classes above will hopefully generate around \$16,000 in fees.
- We are looking into a Mass Casualty Training Class; this would be hiring an outside contractor to teach in our facility.

Board Reports: None

Open Session is ended at 6:40 P.M.

Closed Session is entered into at 6:41 P.M.

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

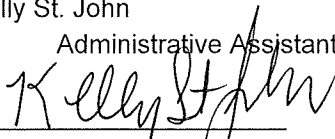
Resume Open Session at 8:17 P.M.

Instruction is given to staff regarding results of closed session.

Meeting is adjourned at 8:23 P.M.

Attest:

Kelly St. John
Administrative Assistant


Date 7-18-22

Robert Fisher 
Board Secretary

7-18-2022
Date