

COAST LIFE SUPPORT DISTRICT

P.O. Box 1056, Gualala, CA 95445

Tel: (707) 884-1829 Fax: 884-9119

AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS

>>> 4:30 pm Monday, April 18th, 2011 <<<

Bill Platt Training Center

Coast Life Support District Station

38901 Ocean Drive, Gualala, CA 95445

1. Call to Order Chilton Hauck
2. Adoption of the Agenda
3. Minutes Approval
4. Privilege of the Floor – Public Comment
5. Old Business – Information or Action Foster
 - FY12 Budget Issues & Overview
6. New Business Chilton Hauck
 - Ethics Case Study
7. Reports Rice
Rice
Chilton Hauck
Foster
Dilks/Bold
 - Board Officers – General
 - Treasurer
 - Tax Planning Committee
 - Communications Committee
 - District Administrator
 - Staff
8. Other
- General announcements
9. Adjournment
- Scheduled Board of Director meetings (Bill Platt Training Center unless otherwise noted).
 - Thursday, June 2nd, 4:30pm
 - Monday, July 18th, 4:30pm

COAST LIFE SUPPORT DISTRICT
Post Office Box 1056 • Gualala, California 95445
www.clsd.ca.gov



MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
March 21, 2011

Call to Order. President Kaplan called the meeting to order at 4:30 pm. Present: Kaplan, Schwartz, Rice, Dodds, Klopfer, Hauck & Toedter.

Adoption of the Agenda. Director Schwartz moved, Director Rice second, all ayes.

Approval of February 21st 2011 Board Minutes. Director Dodds moved, Director Schwartz second, all ayes.

Privilege of the Floor: Former Director Jack Haverty was present and asked for a status of CLSD during the recent tsunami alert. This was covered later in the meeting during Old Business.

Old Business - Information or Action

- Community Healthcare Working Group Update. Presented by President Kaplan including an upcoming meeting with CEO of Sutter Health, and scheduling community presentations. Kaplan will work with RCMS Board President Alex Long to develop a presentation to the community. Also, President Kaplan reported that RCMS has not yet heard about the status of their Urgent Care grant request.
- Disaster Preparedness. DA Foster presented a briefing on current status of CLSD disaster preparedness.
- Budget Timeline and Guidance. Director/Treasurer Rice presented a draft set of guidelines for the FY12 budget. The sense of the board was in agreement. President Kaplan directed a letter including these guidelines be drafted for his signature.
- New Business: None.

Reports:

- Treasurer's report. Director Rice presented the issues involved in constructing the FY12 and beyond budget, with possible alternatives and trade-offs. The Tax Planning Committee to follow-up with recommendations.
- Tax Planning Committee. Included in Treasurer's report.
- Communications Committee. Director Chilton Hauck reported that the committee is a standing committee and must notice under the Brown Act. She also reported they have defined their mission and will be working with members of the community to communicate CLSD news and information.
- DA Foster's report received. CLSD has been awarded a \$4250 grant from the Mendocino Community Foundation to upgrade the Bill Platt Training Center for an improved CPR program, to include CPR manikins and dedicated audiovisual equipment.
- Opr/Mgr. Dilks report received.
- Business Mgr. Bold's February 2011 write-off report approved. Director Rice moved, Chilton Hauck second, all ayes.

Other:

- Board Meeting Dates:

Monday, April 18th, 4:30 p.m.
Thursday, June 2nd, 4:30 p.m.
Monday, July 18th, 4:30 p.m.

Adjournment. Director Schwartz moved for adjournment, Director Rice second, all ayes. Meeting adjourned at 6:35 pm.

Minutes approved:

Date

**Coast Life Support District
District Administrator's Report
April 18th, 2011**

1. Disaster Preparedness.
 - a. I have scheduled an early May meeting with Chief Mark Aston, Sonoma County Department of Emergency Services, for President Kaplan and me to discuss opportunities to expand the District's role in coastal disaster response.
 - b. HAM Operators Drill. On Wednesday morning CLSD will sponsor a regional HAM radio operators drill, involving all District-area fire departments, RCMS, and both counties' Emergency Operations Centers.
2. Communication.
 - a. We have successfully converted all of our radio equipment to the new FCC narrow-band requirement.
3. Capital Equipment Requirements.
 - a. ALS Ambulance. The staff strongly recommends replacing one ALS ambulance (Big White). This has already been deferred a year and Big Red is requiring an increasing level of maintenance—making it more appropriate to have it be the back-up.
 - b. Cardiac Monitor. One of our cardiac monitors is approaching obsolescence and should be replaced. This is scheduled in the capital equipment replacement program for this year.
 - c. Tactical Network. We hope to gain FCC approval this spring for our District-wide tactical network frequency, enabling direct communication between responders and CLSD crew throughout the District and into Santa Rosa. This will require repeaters at Seaview (Timber Cove area) and Oakridge (inland from Timber Cove).
4. Recognition.
 - a. Evan Dilks, Bronwyn Golly and I attended a grant check presentation at the Community Center Senior Luncheon on Tuesday April 12th. Director Chilton Hauck was also present. I took the opportunity to explain our new CPR/AED training program, and Evan brought along a resuscitation manikin.
 - b. **Mark Leonard was one of a dozen paramedics recognized as a “Star of Life” by the California Ambulance Association in Sacramento on Tuesday.** Nominated from a pool of over 20,000 California paramedics and EMTs, Mark was recognized for his outstanding community training support with fire departments and local agencies in the area of mass casualty response.

/s/
Scott Foster
District Administrator

COAST LIFE SUPPORT DISTRICT

Operations Manager's Report
April 15, 2011

Deployment / Staffing

ALS (M-120) was staffed 100% and second out BLS (B-121) was staffed 100%
One third out activation.

Facilities

No major repairs pending. General outside station maintenance is scheduled for April 2011.

Vehicles/Equipment

All vehicles and equipment are in service and in good working order. All preventive maintenance is current. I have seen a solid pattern of costlier and smaller frequent repairs to our first out ALS (big red).

Communications

Jim Adamski has worked hard at reprogramming our communication equipment to meet narrow banding compliance. We are 99% complete.

Community Training

Bronwyn Golly and Evan Dilks participated in the grant reception for our training center. We are excited about some well needed training equipment.

We have solid interest in CPR training and AED placement from the Timber Cove Lodge and the PA casino. Meetings are scheduled.

We have a busy CPR schedule over the next 2 months. May 14th will be our next advertised Super Saver Saturday.

Team Health Nurse Advice Line: the most recent twelve months.

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	Feb	Mar
Calls	20	21	25	34	26	25	30	18	39	19	22	25
Triaged	14	14	15	22	17	10	14	9	17	8	13	16
ED Now	3	8	5	7	2	8	4	4	7	3	6	10

Business Manager's Report

By Terry Bold

Email: billing@clsd.ca.gov

April 18th, 2011

Vouchers:

Replenishment: A replenishment voucher for deposit to the Redwood Credit Union checking account from the Sonoma County FAMIS account for the period March 15th through April 11th, in the amount of \$85,860.58 was signed by District Administrator, Scott Foster, on April 12, 2011.

Accounts Receivable Report: I have reviewed the March 2011 Accounts Receivable report and find it to be within normally expected parameters.

Coast Life Support District Accounts Receivable Status

MARCH

2011

ALS Transports	25
.....
BLS Transports	5
.....
Dry Runs	17
.....
ALS/BLS Treat & Release	4
.....
Total	51

Beginning Gross Accounts Receivable Balance: \$195,966.03

Ambulance Revenue	\$	119,985.30
.....

Payments Posted:	\$	58,565.13
.....

Write-offs:

MediCare-Required	\$	32,577.64
.....
Medi-Cal Required	\$	28,833.28
.....
Collections Agency	\$	8,352.05
.....
Other Adjustments		\$0.80
.....	
Less Reimbursement	\$	(2,793.60)
.....

Total Write-Offs for This Month		\$66,970.17
.....

Less Oxygen Billing Correction	\$	(174.00)
.....

Aging Report

CURRENT	\$	101,669.82
.....
31-60 Days	\$	12,684.75
.....
61-90 Days	\$	16,826.64
.....
91+ Days	\$	59,060.82
.....

New Gross Accounts Receivable Balance: \$190,242.03

Cash on Hand

FAMIS ACCOUNT:	\$265,627.56
Redwood Credit Union Checking:	\$52,964.46
Total Cash on Hand	\$318,592.02

Board Approval/Secretary: _____ (Date)

4/15/2011 9:46:56 AM

Coast Life Support District
Accounts Receivable Status