

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, February 18, 2013 <<<
Bill Platt Training Center
Coast Life Support District Station
38901 Ocean Drive, Gualala, CA 95445

1. Call to Order Toedter
2. Adoption of the Agenda
3. Minutes Approval
 - a. December 10, 2012
 - b. January 21, 2013
4. Privilege of the Floor – Public Comment
5. Old Business – Information or Action
 - a. Community Healthcare Joint Executive Committee Update Toedter
 - b. Strategic Planning Offsite Facilitator Recommendation - Action
6. New Business
 - a. Conflict of Interest Regarding Director Klopfer Toedter
 - b. Resolution 215: Ratifying Resolution 213 Toedter
7. Reports
 - a. Treasurer
 - b. Board Officers – General
 - c. District Administrator
 - d. Write-offs Approval
8. Other
 - a. General announcements
 - b. Other
9. Adjournment
10. Scheduled Board of Director meetings (4:30 at Bill Platt Training Center unless otherwise noted):
 - o March 18, 2013 (Tentative)

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



MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
December 10th, 2012

Call to Order. President Tom Toedter called the meeting to order at 4:30 p.m. Present: Directors Chilton-Hauck and Rice.

Adoption of the Agenda. Director Chilton-Hauck moved to adopt the Agenda. Director Rice second, all ayes.

Approval of November 19th, 2012 Board Minutes. Director Rice moved, Director Chilton-Hauck second, all ayes.

Privilege of the Floor: None

Old Business: Information or Action

- Administration of the Oath of Office to Directors-elect Dodds, Klopfer, Schwartz and Randolph. Board President Toedter administered the oath.
- Election of Officers for FY 2013. Director Schwartz moved to retain Director Toedter as President, Chilton-Hauck as Secretary, and Rice as Treasurer. Director Dodds second, all approved.
- Community Healthcare Working Group. President Toedter asked that the CHWG temporarily suspend meeting pending guidance from a CHWG Executive Steering Committee, consisting of the board presidents and CEOs from both CLSD and RCMS. The Steering Committee would meet to develop a common vision for both urgent care and primary care.
- Committee Assignment Slate:

Finance Committee
Director Rice-Chair
Director Schwartz
Director Randolph

Quality Assurance Committee
Director Dodds
Director Chilton-Hauck

Community Health Care Working Group
Committee: Director Dodds, Director Klopfer,
Co-Chair Director Chilton-Hauck to remain
on the committee.

Strategic Planning Coordinator/Liaison
Director Randolph
Director Rice
Director Schwartz

Motion by Director Schwartz to establish the above committees as stated. Director Rice second. All approved.

New Business: None

Reports:

- Treasurer's report: No Report
- Board Officers: No Report
- District Administrator Foster's Report. See board packet. Foster reported on the paramedic interview process.
- Business Mgr. Bold's November 2012 write-off report was approved. Director Dodds moved, Director Rice second, all ayes.

Other:

- General Announcements:
Next Board Meeting January 21st, 2013

Adjournment. Director Schwartz moved for adjournment, Director Dodds second, all ayes. Meeting adjourned at 5:31pm.

Minutes approved/date:

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MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
January 21st, 2012

Call to Order. President Tom Toedter called the meeting to order at 4:30 p.m. Present: Directors Klopfer, Dodds, Randolph, Schwartz, and Rice. Absent: Director Chilton Hauck.

Adoption of the Agenda. Director Schwartz moved to adopt the Agenda. Director Dodds second, all ayes.

Approval of December 10th, 2012 Board Minutes. Director Klopfer requested amplification of a discussion at the December 10 meeting, and agreed to send DA Foster recommended additions. Approval tabled until next meeting.

Privilege of the Floor: Community Healthcare working group member Thayer Walker read a letter from Richard Perry expressing concern about a lack of board movement on providing expanded hours Urgent Care. Walker then expressed his personal concerns about the status of UC in the community, and requested the Board commit to a tax measure in April 2014 to address Urgent Care.

Old Business: Information or Action

- Community Healthcare Executive Leadership update: President Toedter presented the update, which recommended board approval to search for a consultant to develop a detailed business plan for a healthcare facility and commit to an April 2014 deadline for a tax measure to support both a long-term solution and a near-term Urgent Care solution. A protracted discussion ensued among the board and audience members. Some board members and audience members expressed concern about the lack of a clear plan and commitment to extend hours of Urgent Care, with all focus being on the long-term; others expressed concern regarding the lack of a

long-term solution for community health care, with the focus being on the near-term. Results of Discussion:

- The board ultimately directed the DA to expeditiously locate a business consultant to develop a detailed business plan that would specify services and financial risk, identify potential partners, and identify financing options. Director Schwartz suggested RCMS pay half the cost of the report.
 - Director Klopfer surrendered his seat in the Community Healthcare Working Group to Director Rice.
 - Director Rice, as Treasurer, agreed to meet with RCMS Board Treasurer and executive staff to review cost projections for extended UC hours.
- Finance Update:
 - Treasurer Rice presented mid-year financial reports
 - Treasurer Rice gave an update on the audit progress. Staff are working to cross-check the audit numbers against local records before returning to the auditor. The final audit should be ready by the February meeting.

New Business: None

Reports:

- Treasurer's report: See Old Business Finance Update
- Board Officers: Director Rice reported on the progress of a board strategic planning retreat. DA Foster to identify potential facilitators for committee approval.
- District Administrator Foster's Report. See board packet.

- Business Mgr. Bold's December 2012 write-off report was approved. Director Rice moved, Director Randolph second, all ayes.

Other:

- General Announcements:

Next Board Meetings:

February 18, 2013

March 18, 2013 (tentative)

Adjournment. Director Schwartz moved for adjournment, Director Dodds second, all ayes. Meeting adjourned at 7:00 pm.

Minutes approved:

Date

COAST LIFE SUPPORT DISTRICT
RESOLUTION NUMBER 215

RESOLUTION OF THE BOARD OF DIRECTORS OF THE COAST LIFE
SUPPORT DISTRICT, A SPECIAL DISTRICT OF THE STATE OF
CALIFORNIA, RATIFYING RESOLUTION 213 AND RATIFYING EXECUTION
OF CONTRACT WITH REDWOOD COAST MEDICAL SERVICES

WHEREAS County Counsel has advised that Director Klopfer should abstain from transactions involving Redwood Coast Medical Services (RCMS) because his spouse is employed by RCMS; and

WHEREAS the Board wishes to ratify and confirm all actions taken authorizing execution of the AGREEMENT FOR URGENT CARE SERVICES approved in RESOLUTION 213;

NOW THEREFORE the Board hereby ratifies and confirms approval of RESOLUTION 213 and ratifies and approves the prior execution of the AGREEMENT.

THE FOREGOING RESOLUTION was introduced by Director _____, who moved its adoption, seconded by Director _____, and then adopted on roll call by the following Roll Call Vote:

Toedter_____ Chilton Hauck_____ Rice_____ Randolph_____

Schwartz_____ Dodds_____ Klopfer_____

Ayes____ Noes____ Abstain____ Absent_____

WHEREUPON, The President declared the foregoing Resolution adopted and SO ORDERED.

CYNTHIA CHILTON HAUCK, SECRETARY

COAST LIFE SUPPORT DISTRICT
RESOLUTION NUMBER 213

RESOLUTION AUTHORIZING CONTRACTING FOR URGENT MEDICAL CARE
SERVICES WITH REDWOOD COAST MEDICAL SERVICES

WHEREAS, Voters within the Coast Life Support District (District), in the April 10, 2012 election, approved removal of the term "After Hours" from the existing After Hours Urgent Care parcel tax approved by the Voters on June 3, 1997; and

WHEREAS, the District has surveyed medical providers in the District and determined that the sole provider of medical services in the District reasonably capable of delivering Urgent Medical Care services is Redwood Coast Medical Services (RCMS); and

WHEREAS, the District issued a Request for Proposal (RFP) for Urgent Medical Care services and received a bid from RCMS following the process described in the RFP, and has determined that they are qualified to provide urgent care medical services as specified in the RFP; and

WHEREAS, the District has determined that RCMS is prepared to provide Urgent Care for the period of two years for an aggregate total payment of Three Hundred Thousand Dollars; and

WHEREAS, Urgent Medical Care is defined in the RFP as being medical consultation and treatment for non-life threatening conditions which may be uncomfortable and/or may deteriorate into more serious or life-threatening conditions; and

WHEREAS, the District has determined that there are funds available as a result of the Voters approval to modify the conditions for use of the existing parcel tax to support a contract for Urgent Care with RCMS

NOW THEREFORE BE IT RESOLVED:

1. The Coast Life Support District enter into an agreement with Redwood Coast Medical Services to provide Urgent Care in accordance with the terms and conditions of the District's RFP 12-01 and the Proposal provided by RCMS in response to the RFP.
2. That the President of the District is authorized to sign the agreement with RCMS.
3. That the District Administrator is directed to include the funding for Urgent Care in the FY2012-13 and FY2013-14 Budgets per terms of the Agreement with RCMS, or until directed otherwise by the Board of Directors.

The above Resolution was introduced by Director Schwartz, who moved its adoption, seconded by Director Dodds.

Roll Call Vote:

Toedter Aye Chilton Hauck Aye Rice Aye Combs Aye
Schwartz Aye Dodds Aye Klopfer Aye

Ayes 7 Noes 0 Abstain 0 Absent 0

WHEREUPON, The President declared the foregoing Resolution adopted and SO ORDERED.

CYNTHIA CHILTON HAUCK, SECRETARY

2/14/2013 9:13:54 PM
**Coast Life Support District
District Administrator's Report
February 18, 2013**

1. Finance.
 - a. Resident Discount. As of the end of January, the total cost of our 25% Out-of-Pocket Resident Discount program is \$7,279.
 - b. Audit. We are reviewing the audit numbers to compare with our own previous years' data. Upon completion of our review, we will send the draft back to the auditor for the final version.
2. Staff. A recent population spike of one was reported in Gualala last week, due to the appearance of Jameson Bonham White, son of Tom and Samantha White. All are healthy and happy.
3. Legal. I worked with County Counsel on the Conflict of Interest issue and now have the Opinion indicating the conflict of interest and recommendations of actions for mitigating risk to the District. While I have not yet received a statement of billable hours for this evolution, I anticipate our legal expenditures to be somewhat greater than anticipated due to this unforeseen requirement.
4. Ambulance.
 - a. New Sprinter. We (still) await final modifications to our new ambulance and anticipate scheduling a pick-up time soon.
 - b. Old Freightliner. The Mendocino County Sheriff has taken possession, and is thrilled.

