

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. Board Director Nominations - Action Randolph
 - b. New Director Oath of Office - Action Toedter
 - c. Secretary Election - Action Toedter
 - d. FY12 Audit Acceptance - Action
 - e. Community Healthcare Joint Executive Committee
(Sense of the Board) - Information Toedter
6. New Business
 - a. FY13-14 Budget Guidance Foster
 - b. Brown Act Training Toedter
7. Reports
 - a. Treasurer
 - b. Board Officers – General
 - c. District Administrator
 - d. Write-offs Approval
8. Other/General announcements
 - o Strategic Planning Offsite Update
9. Adjournment
10. Scheduled Board of Director meetings (4:30 at Bill Platt Training Center unless otherwise noted):
 - o April 15, 2013 (Tent.)



MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
February 18th, 2013

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

Adoption of the Agenda. Director Rice moved to adopt the Agenda with the modification of moving New Business [Item 6.a. and 6.b.) to Old Business so the board could take action. Director Schwartz second, all ayes.

Approval of December 10th, 2012 Board Minutes: Director Schwartz moved to adopt the minutes as amended, Director Rice second, all ayes.
Approval of the January 21st, 2013 Minutes: The minutes were corrected to read that Director Klopfer had offered to surrender his board seat. Director Schwartz moved to adopt the minutes as amended. Director Rice second, all ayes.

Privilege of the Floor: none

Old Business: Information or Action

- a. Conflict of Interest regarding Director Klopfer. [At this point, Director Klopfer recused himself and moved to the audience]. President Toedter explained that during an Ethics Training seminar in December 2012, he learned that Director Klopfer could be in a Conflict of Interest situation, as his wife is employed by RCMS and there has been substantial business and planning between CLSD and RCMS. He directed the District Administrator to consult with legal counsel for an opinion. The opinion of County Counsel was that a Conflict of Interest did exist, and recommended that Director Klopfer recuse himself from all future board discussions involving RCMS, for both current business and future joint planning efforts. Counsel also recommended the

- CLSD Board re-affirm Resolution 213 without Director Klopfer's participation.
- b. Resolution 215: Ratifying Resolution 213. Director Rice moved for approval of Resolution 215: Resolution of the Board of Directors of the CLSD Ratifying Resolution 213 and Ratifying Execution of Contract with RCMS. Director Chilton Hauck second: by roll call, all ayes (with Director Klopfer recused due to conflict of interest as described).
- c. Community Healthcare Joint Executive Committee Update: Discussion regarding the community interest in both extended urgent care hours and an increase in medical services. President Toedter would like DA Foster directed to release an RFP for consulting services to develop a detailed business plan for a healthcare facility. The CHJEC will review submissions and recommend a selection at the March BOD meeting.
- d. Resignation. At this point, Director Klopfer returned to the table and presented his resignation from the CLSD BoD, effective February 19th, 2013. On behalf of the Board of Directors, President Toedter thanked him for his service to the community.
- e. Strategic Planning Offsite Facilitator Recommendation/Action: A one day board planning workshop has been scheduled for April 28th. Director Rice reviewed the facilitator selection process and cost estimates, and asked the board to authorize DA Foster to contract. Director Randolph moved to authorize DA Foster to enter into a contract with the facilitator selected by the committee. Director Schwarz second, all ayes.

Reports:

- Treasurer/Rice: none
- Board Officers: none
- District Administrator Foster's Report. See board packet.
- Business Mgr. Bold's January 2013 Write-Off Report was presented. Director Schwartz moved for approval, Director Rice second, all ayes.

Other:

- President Toedter appointed a Nominating Committee to solicit nominations and present a slate for replacement Directors at the March board meeting: Directors Schwartz, Dodds, and Randolph (chair).
- General Announcements: Director Cynthia Chilton-Hauck submitted her resignation from the CLSD BoD effective February 19th, citing her imminent plans to move from the area. On behalf of the Board of Directors, President Toedter thanked her for her service to the community.
- Next Board Meeting: March 18th , 2013

Adjournment. Director Schwartz moved for adjournment, Director Rice second, all ayes. Meeting adjourned at 5:15 pm.

Minutes approved:

Date

March 14, 2013

TO: CLSD Board of Directors

FROM: Will Randolph, Chair of the Board Vacancy Nominating Committee

Today, the Nominating Committee, consisting of Directors Dodds, Schwartz, and Randolph, interviewed three extremely qualified candidates for the CLSD Board vacancies. The candidates were Michael Combs, Rich Perry, and George Provencher.

The committee unanimously recommends Rich Perry and George Provencher be appointed to the CLSD Board.

We are fortunate to have such qualified persons offering their service to our community.

**Coast Life Support District
District Administrator's Report
March 18, 2013**

1. Finance.
 - a. Audit. The audit should be in your board materials if it arrived by Friday as promised. There was one management controls recommendation regarding the bill paying cycle, with which we have complied.
 - b. Budget. I would appreciate your thoughts regarding formation of next year's budget, particularly regarding any new starts or programs you anticipate or recommend.

2. Staff. We are in the first phase of expanding scope of practice for our paramedics to reflect the unique requirements of EMS on the coast. There have recently been substantial changes to Title 22, the California statute covering EMS, and we are working with Dr. Mark Luoto, the Medical Director for our regional regulatory agency, Coastal Valley EMS, to develop a list of pharmaceuticals and procedures appropriate for use on transports greater than one hour. We will take this list to Sacramento to get state approval. Should legislative intervention be necessary, I will seek board assistance in developing a campaign.

3. Interagency Coordination. We are working with Sonoma County Sheriff's Office to develop a multi-agency coastal incident response plan. In several areas on the coast, particularly in the southern District, a coastal rescue (cliff, surf, or ocean) often will involve several public agencies: Timber Cove FPD, State Parks, County Parks, Highway Patrol, Sonoma County Sheriff, US Coast Guard, CalFIRE, and Coast Life Support. Regional incidents (e.g. fire, tsunami, and earthquake) can add federal and other state resources. Radio communications, logistics support channels, and Incident Command structure can all become confused in a multi-agency response. Our Coast Command radio network is the first and most significant step in addressing this need. We are taking a leading role in development of this plan, which will also support disaster operations.

4. Mendocino County EOC. Mendocino County has contracted for a study of ambulance services throughout the county, with the intent of determining feasibility for a county-wide Exclusive Operating Area (EOA) for ambulance service. The short explanation for this is ambulance service throughout the county is of uneven availability and quality. I have been assured by the County Executive that our District will not be considered for inclusion in an EOA, other than to coordinate service boundaries and mutual aid. If there is any reason to suspect this may not be the case, I will engage the board immediately to bring our case to Supervisor Hamburg. The consulting firm will interview me on March 20, and there will be a community meeting of the 5th Supervisorial District at some time in April, should the public need to get involved.

