

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY
Meeting of the Board of Directors
October 4th, 2012 at 9:00 am
Lake Valley Fire Station #7
2211 Keetak Street, South Lake Tahoe, CA 96150

I. Regular Meeting

1. Call to Order – 9:05 am
2. Roll Call – Present at the meeting were Board Chairperson Robert Bettencourt; Director Dave Huber; Director Tom Davis; Executive Director Anthony Gasporra; Chief Gareth Harris, Lake Valley Fire Protection District; Chief Brian Uhler, City of South Lake Tahoe Fire Department; Andy Kaufer, John Poell, and Brad Zlendick of Lake Valley Fire Protection District; Sallie Ross, Marty Creel, Kim George and Sophie Tetlow of South Lake Tahoe Fire Dept; Bryan Pond, Previous Executive Director CTESOA; Rich Todd, EMS Agency Administrator, and; Dave Olivo, CPA. Director Angela Davis arrived at 9:10 am.
3. Pledge of Allegiance
4. Communications from the Audience on Non Agenda Items – None
5. Approval of Agenda - A motion was made by Tom Davis and seconded by Dave Huber to approve the agenda of October 4, 2012. The motion passed unanimously.
6. Approval of Minutes - A motion was made by Dave Huber and seconded by Tom Davis to approve the minutes from July 25, 2012. The motion passed unanimously.

II. Old Business

7. Review 2011-2012 Fiscal Year Budget – Dave Olivo discussed the documents received by the Board comparing the budget to the actual numbers. He noted that the revenue was higher because of a carryover from the previous year, and that personnel costs were less than expected because the City was behind in their billing process. He also stated that the operating expenses were also off because of the City’s billing delay. Direction was given to Mr. Olivo and the Executive Director to provide the Board with clarification regarding the “bad debt” line item and update the financial statements to reflect the up-to-date numbers at the next meeting. The Executive Director, along with Marty Creel and John Poell, were asked to review the current by-laws regarding financial policies and budgets to begin the process of having a financial policy and procedures manual in place.
8. Review and Accept Amendment #2 of the Contract – Rich Todd reported to the Board that the contract amendment was developed to smooth out the 100 mile issue. It added the \$12,000 per year for all IFTs over 100 miles and confirmed that the County is responsible for the annual audits. Chief Harris noted that the JPA has not been receiving money for standby services, and Rich Todd agreed to check back through the past year’s events to see what compensation should be made. A motion was made by Dave Huber and seconded by Angela Swanson to approve Amendment #2 of the contract. The motion passed unanimously.

9. Review and Implement West Slope JPA Ambulance Sharing Plan – The Board discussed the plan and the fact that it was going through legal review from both the County and the City. Concern was expressed regarding extending the ambulance service beyond the contract requirements, and that a clause should be added regarding the availability of resources while providing assistance to the West Slope. The Executive Director was asked to provide follow-up at the next meeting. A motion was made by Director Huber and seconded by Director Swanson approving the ambulance sharing plan subject to the outcome of the legal review. The motion passed unanimously.

III. New Business

10. Review Increase of South Lake Tahoe Dispatch Fees – The Board discussed the fact that the dispatch fee from the City had increased by 60%. Chief Uhler explained that the fee is based on a formula and that an increase in run numbers caused the increase in the charge. A discussion ensued regarding the potential for the run numbers being erroneous. Chief Uhler stated that he would investigate and return to the Board with a report. Bryan Pond noted that Camino was approached several years ago as a possible dispatch center, and that their proposed cost at that time was less than what the City is currently charging. The Executive Director was tasked with investigating the possibility of moving to Camino and what the current costs would be, as well as contacting Marty Hackett on the West Slope to see how fees are established with their JPA. The Board also directed him to pay the \$90,000 for dispatch services to the City, which is what was budgeted, and hold off on paying the remainder until more information on the accuracy of the fee is available.
11. Recommendation to Purchase “Stryker’s Power Load Gurney System.” – The Executive Director advised the Board that the cost of three gurneys would be approximately \$100,000, and that the company was also throwing in a stair chair with the purchase. He stated that if approved, the funds should come out of the clinical upgrade line item. A motion was made by Director Huber and seconded by Director Davis to approve the purchase of the “Stryker’s Power Load Gurney System.” The motion passed unanimously.
12. Review to Purchase Bluetooth Compatible Smart Phones – A presentation was made by Kim George and Sophie Tetlow regarding the use of smart phones as well as Airwatch. They advised that the smart phones purchased through Verizon will allow the paramedics to transmit 12-lead information directly to the hospital, enabling them to improve their service to cardiac patients. The system also gives paramedics a mobile “hot spot” which improves cell service. The cost of the system is \$4,403 per year. The Airwatch Mobile Data Management system allows an individual to control and update all the iPads from one source, as well as cancel the information on the iPads should one be stolen. The cost is \$1,672 per year. A motion as made by Director Davis and seconded by Director Huber to purchase both products as submitted. The motion passed unanimously.
13. Review Check Registry and Transfer of Funds – The Executive Director advised the Board that the majority of the JPA funds had been transferred into the County’s accounting system, with a small amount left in the bank to pay bills that are due currently. He also stated that he has paid \$122,000 to Lake Valley for their billing underage, and \$147,000 to Braun for the ambulance out of the old checking account. He

would like to transfer money from the capital reserves into the account to cover these expenses, along with \$300,000 to pay for the next two ambulances. A motion was made by Director Davis and seconded by Director Huber to approve moving \$569,000 from capital reserves into the checking account. The motion passed unanimously.

14. Recommendation and Acceptance for Zoll Cardiac Thumpers – The Executive Director proposed the purchase of three Cardiac Thumpers from Zoll for a total of \$40,000, which would enable paramedics to give consistent quality CPR while attending to a patient. A motion was made by Director Huber and seconded by Director Swanson to approve the purchase of the Cardiac Thumpers. Director Swanson added that financial support should be requested from Barton Foundation and area service organizations to assist with the purchase of the equipment. The motion passed unanimously.

IV. Staff Reports

15. The Executive Director advised the Board that two new ambulances will be arriving next week. The Board made a request to see the monthly invoices at each meeting.

V. Closed Session Closed Session 12.

The Board chose to go into closed session.

- VI. **Adjournment** – The meeting was adjourned at 11:32 a.m. The next meeting scheduled is to be announced.

Meeting minutes prepared by Leona Allen

Minutes Submitted by Anthony Gasporra Executive Director/JPA:

Minutes approved by Robert Bettencourt Chairperson Cal Tahoe JPA Board of Directors:
