

# CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

Meeting of the Board of Directors  
August 28, 2014, 9:00 am  
City of South Lake Tahoe Airport  
1901 Airport Road, South Lake Tahoe, CA  
Council Chambers

## I. Regular Meeting

A. **Call to Order** - the meeting was called to order by Director Bettencourt at 9:06 am.

B. **Roll Call** - present at the meeting were:

Board Chairperson Robert Bettencourt  
Board Member JoAnne Conner  
Board Member Alternate John Rice  
Board Member Angela Swanson  
Executive Director Ryan Wagoner  
Captain Marty Creel, South Lake Tahoe Fire Department  
Chief Jeff Meston, South Lake Tahoe Fire Department  
Chief Gareth Harris, Lake Valley Fire Protection District  
Battalion Chief David Hekhuis, Lake Valley Fire Protection District

C. **Pledge of Allegiance** - the pledge was led by Director Bettencourt.

D. **Approval of the Agenda** - a motion was made by John Rice and seconded by Angela Swanson to approve the agenda as presented.

E. **Approval of Minutes from July 28, 2014** - a motion as made by JoAnne Conner and seconded by John Rice to approve the minutes from July 28, 2014

## II. Old Business

A. **Current Ambulance Contract** - Executive Director Wagoner presented the ambulance contract to the Board. Clarification was made that the previous contract was not cancelled per Board action. After some discussion, it was decided that the contract should be cancelled. A motion was made by John Rice and seconded by Angela Swanson to cancel the current ambulance contract. Chief Hekhuis expressed concern regarding the financial liability of a cancelled contract that has been signed by both parties. Executive Director Wagoner advised the Board that there is currently no liability. The motion passed unanimously.

B. **El Dorado County EMS Agency** - Rich Todd was not present.

C. **Board Bylaws** - Executive Director Wagoner presented the bylaws from 2011. Director Swanson suggested that the Board appoint a sub-committee to review the bylaws and make corrections as necessary. Page 1, Section 3.1 was specifically discussed. It was decided that Directors Conner and Huber would review the document and make recommendations. Director Conner suggested that the bylaws be ratified by the Board each year.

D. **Legal Counsel** - Director Bettencourt had directed each agency's legal counsel to come up with a list of possible attorneys, but no list was received. Director Swanson suggested that Executive Director Wagoner come up with a list in the next two weeks as well as a letter to present to those on the list from the Board outlining the services needed. Direction was given.

**E. IFT/Transfer Data** - Executive Director Wagoner presented the IFT data to the Board. He advised the Board that the relative data would be the number of times that the system is taxed by the IFTs, which cannot be obtained at this time. Chief Meston also stated that it would be important to see how long the ambulances are gone on each IFT. Director Swanson asked the Chiefs to present data from the last 30 days to show how long the ambulances are gone on each IFT. Chief Hekhuis recommended that the presentation to the County include information regarding the response time criteria and the number of ambulances needed to maintain those times.

### **III. New Business**

**A. HGAC Ambulance contract with Braun Northwest Information/Action** - a motion was made by Director Swanson to authorize the Executive Director on behalf of the agency to move forward with the ambulance contract with Braun, with the understanding that it requires a \$1,000 membership fee and the cost is capped at \$141,500. The approval for this authorization will be memorialized by a resolution signed by the Board of Directors. Executive Director Wagoner advised the Board that there may be a slight increase in the cost of the chassis, but it does not affect this contract. Director Swanson directed Executive Director Wagoner to create a resolution that shows the purchase is authorized by the Board. The motion was seconded by Director Rice. The motion passed unanimously.

**B. Paramedic Expanded Scope** - Captain Creel presented his report to the Board. He advised that the County and Barton Hospital support the expanded scope. The paramedics would need eight hours of training through Barton to expand the scope, and it would allow them to take CCT IFTs that would normally require a nurse. The approval of a one year trial study was requested. The potential for increased revenue for the JPA was also discussed. Chief Meston advised that Board that it would show the County that we are attempting to increase revenue and show constituents that we are striving to improve our service. Chief Hekhuis advised that there is the possibility of increased liability because a single paramedic would be placed with a CCT patient. Clarification was made by Chief Harris regarding the current CCT IFTs and the fact that a CalStar nurse accompanies the patient with the ambulance. Director Bettencourt clarified that the costs of the one-year trial period will be absorbed by each agency. The trial period would start as soon as the Ambulance Billing has approved it - possibly by November 1, 2014. Director Swanson questioned whether or not there is data that should be tracked regarding the study. Captain Creel advised that the CQI process and the agencies would capture the data and present it to the Board. Director Swanson queried Executive Director Wagoner regarding the possibility of a contract with Barton and the issue was discussed. A discussion also occurred regarding the stipend that would be given to each paramedic for a CCT call. Ambulance Billing should be able to pass through the amount to the JPA. The reimbursement would open the door for additional CCT revenue down the road. Chief Hekhuis recommended that all paramedics be trained to facilitate ease of the call out process. A motion was made by Director Bettencourt and seconded by Director Conner to approve the expanded scope trial study for one year. The motion passed unanimously.

### **IV. Staff Reports**

**A. SLTFD Fire Chief Meston** - SLTFD entered into a side letter with their Union to create a call out list for Medic 2. The results have been positive when it comes to keeping the medic units in the City, although it's difficult to staff during the weekends. The Chiefs had a

conversation regarding the Ebola outbreaks and how that would affect our area. Two patients were treated at Barton for Ebola-like symptoms (both confirmed to NOT be Ebola).

**B. LVFPD Fire Chief Harris** - nothing to report.

**C. Executive Director** - the County is in the process of finding someone for the annual audit. The meetings with the agencies have been positive.

**D. Financial Reports FY 2013/2014** - Executive Director Wagoner presented the year-end financial reports and discussed each line item in-depth.

**V. Closed Session** - the Board went into closed session at 10:29.

Minutes taken by L. Allen

The Board returned from closed session at 11:20 am.

No action was taken.

**Adjournment** - The open meeting was adjourned at 11:21 AM - Next meeting is to be determined.

Minutes taken by R. Wagoner