



El Dorado County Emergency Services Authority

JPA Special Board of Directors Meeting Minutes

Wednesday, February 23, 2022 - 9:00 a.m.
El Dorado Hills Fire Department Station 85
1050 Wilson Blvd. El Dorado Hills, CA

CALL TO ORDER: 0910

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Attendees:

- | | |
|--|---|
| <input type="checkbox"/> CAL FIRE - Cameron Park Fire, Assistant Chief Sherry Moranz | <input type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Josh Agustin |
| <input type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Mike Blankenheim | <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Assistant Chief Brian Newman |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Matt Gallagher | <input type="checkbox"/> Diamond Springs Fire, Battalion Chief Leah Yaws |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero, Vice Chair | <input type="checkbox"/> El Dorado County Fire, Division Chief Paul Dutch |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson, Chair | <input checked="" type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall |
| <input type="checkbox"/> Garden Valley Fire, Chief Wes Norman | <input checked="" type="checkbox"/> Garden Valley Fire, Assistant Chief Linda Szczepanik |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Glenn Brown | <input type="checkbox"/> Georgetown Fire, Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Marshall Medical Center, Executive Director Nicole Lamm | <input checked="" type="checkbox"/> Marshall Medical Center, EMS Coordinator Michele Williams |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief Jack Rosevear | <input type="checkbox"/> Mosquito Fire, Vacant |
| <input type="checkbox"/> Pioneer Fire, Chief Mark Matthews | <input checked="" type="checkbox"/> Pioneer Fire, Battalion Chief Ken Earle @ 1024 |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief Mike Lilienthal | <input type="checkbox"/> Rescue Fire, Deputy Chief Dustin Hall |

Guests: None

Other Attendees:

Director Bobbi Bennett, El Dorado Hills Fire
Director John Giraud, El Dorado Hills Fire
Executive Director Brian Veerkamp, EDC ESA
Deputy Director Cristy Jorgensen, EDC ESA

1. APPROVAL OF AGENDA

- Staff requested that the facilitator for Item 5.5 EDC ESA Inter-facility Transports be updated to Chief Johnson.
- Chief Cordero requested the addition of Item 5.1.1 Hiring Workshop be added to the agenda under 5. Discussion/Presentation Items: 5.1 Strategic Plan: Focused Meeting Schedule.
- Chief Cordero motioned to approve the agenda with the proposed changes as requested by Chief Johnson. Chief Lilienthal seconded the motion which carried unanimously.

2. PUBLIC COMMENT

None.

3. CONSENT CALENDAR

Approval of Action Summaries:

- JPA EMSOC Meeting Minutes November 17, 2021
- JPA EMSOC Meeting Minutes January 19, 2022
- JPA Special Board Meeting Minutes December 15, 2021

- JPA Special Board Meeting Minutes January 5, 2022
- JPA Special Board Meeting Minutes January 20, 2022
- JPA Special Board Meeting Minutes February 2, 2022

Approval of December 2021 & January 2022 Accounts Payable Claims

Marshall Medical Center Board Representative

County Signature List

- *Chief Lilienthal motioned to approve the Consent Calendar. Chief Newman seconded the motion which carried unanimously.*

4. REPORTS

4.1 Executive Director Report

- *Executive Director Veerkamp reviewed the Executive Director report.*
- *Chief Johnson asked for an update on the Strategic Plan Process. Staff is working on completing the information request from the consultant.*

4.2 Response Statistics for December 2021 & January 2022

4.2.1 Medical Response Times

4.2.2 Mutual Aid

4.2.3 Move Ups & Covers

4.2.4 IFTs

4.2.5 Response Comparison

4.2.6 Unit Hour Utilization

4.2.7 APOT

- *Executive Director Veerkamp presented the Response Statistics.*
- *Reviewed mutual aid statistics.*
- *Discussion on IFT Reporting and how to better categorize the various types. Discussion on documentation issues being identified during PCR review. Reminder for crews to review documentation before finishing the ePCRs.*

4.3 Ambulance Contract Negotiation AdHOC

- *Chief Johnson reported that the committee is still in negotiations with the County.*

4.4 Controlled Substance AdHOC

- *Chief Hall reported that the committee has been updating the plan to ensure a comprehensive plan is in place. Have been working with Dr. Duncan on the plan to ensure he is in support of it. Waiting on feedback from him for one component of the plan.*
- *Chief Johnson recommended that the Board provide direction to the committee to finalize the plan and begin implementation of the program by July 1st.*
- *This Controlled Substance Plan is focused on the medic units. ALS Engines that carry controlled substances will need to work with the medical director for appropriate approval and tracking of controlled substances. Can utilize the JPA plan as a template for their agency.*

4.5 EMS Operations Committee

- *Chief Hall reported that the committee met on February 16, 2022. At that meeting the Controlled Substance Plan was discussed in addition to the AFG cardiac monitor purchase. That project is coming to conclusion with payments received and monitors delivered.*
- *Committee recommending that the MoveUp and Cover Pilot Project be extended by one more month to obtain more accurate data given the recent snow storms in December.*
- *Discussion on the CQI Plan.*
- *Discussion on LEMSAs requested ePCR Corrections and updated Documentation Policy.*

4.6 Finance Committee

- *Chief Brown reported that the Finance Committee has not met recently. Next meeting will be scheduled when contract negotiations are complete.*

4.7 System Enhancement/Ambulance Deployment AdHOC (Standing Board Item)

- *No Report.*

ACTION: *Chief Lilienthal motioned to receive and file all reports. Chief Gallagher seconded the motion which carried unanimously.*

5. DISCUSSION/PRESENTATION ITEMS

5.1 Strategic Plan: Focused Meeting Schedule

5.1.1 Hiring Workshop

- Chief Cordero would like to schedule some focused meetings in March to discuss medic unit staffing, possibly a hiring workshop style discussion.
- This topic will be the focus for the next JPA strategic topic. Discussion on scheduling the meetings every 2 weeks to assist with moving the discussion forward. First meeting will be scheduled on March 8th, then March 24th and April 8th.
- Staff to send meeting invites out for attendees.

5.2 Cal Fire ECC Dispatch Contract Negotiations

- Staff met with ECC Command Staff to discuss upcoming contract renewal. Seeking direction on if the Board would like to establish an AdHOC with focus on the upcoming contract renewal.
- Board direction is to utilize existing Contract Negotiation AdHOC.
- Chief Newman reported that Chief Blankenheim is working on the budgets and will send over a proposed draft contract for review.

5.3 EDC ESA 2021 CQI Data

- Staff presented the 2021 CQI Data Report. Report has been reviewed at the CQI Committee and EMSOC. Some metrics will change for 2022 based on those reviews and committee recommendations. Reporting metrics pulled from 2021 CQI Plan.
- Discussion on reviews of probationary and PIP reviews. Agencies will conduct via internal CQI process. Each individual agency will conduct the reviews for their own probationary employees and those who may be on a PIP as part of their internal CQI process and plan. Staff to modify JPA CQI Plan to reflect this.
- Discussion on CPR and bystander CPR statistics. Potential for public education campaign. MMC would be interested in partnering together on a pub ed campaign for hands-only CPR.
- Discussion on the need for standardized training of ImageTrend.

5.4 EDC ESA Inter-facility Transports

- Discussion on current practice of providing IFTs. Differences between IFT, Medical Transport and Behavioral Health. Discussion that IFTs and Med Transports have on the 911 system. Discussed proposals to reduce these types of calls while still being good partners to the County and MMC. Discussion on language found within the County Ambulance Ordinance.
- Direction from Board to seek legal opinion on language in the Master Contract and Ambulance Ordinance to seek clarification from the JPA's perspective.
- MMC will review Medical Transports for the last couple of months-where/why were the patients discharged. Time of day of transports.
- Reviewed proposed changes to SSM Policy to implement a trial focused on reducing IFTs. Staff to draft a IFT Pilot Project document.
- Direction to staff to reformat monthly IFT Report to separate out IFTs, Medical Transports and Behavioral Health transports.

5.5 MSR Review Chapter 17. County Service Area No. 3 and No. 7

- Reminder to Board to review the MSR and submit comments.

ACTION: Chief Lilienthal motioned to receive and file with direction to staff all Discussion/Presentation items. Chief Newman seconded the motion which carried unanimously.

6. ACTION ITEMS

6.1 EDC ESA 2022 CQI Annual Plan

- Based on discussion during the 2021 CQI Data Report, staff will modify language in the plan to reflect that transport agencies will conduct Probationary and PIP reviews for their own employees.
- Staff will continue to work on adding the CQI Review questions into ImageTrend to implement the CQI Review program for the committee.

ACTION: Chief Cordero motioned to approve EDC ESA 2022 CQI Annual Plan. Chief Gallagher seconded the motion which carried unanimously.

6.2 Informal RFP: Mobile Mechanic Services

- *Does not meet the requirements of a Formal RFP. Staff directed to follow Informal Bid Process and bring proposal and recommendation back to Board to review.*

ACTION: *No action taken.*

6.3 Move Up & Cover Pilot Project Extension

ACTION: *Chief Cordero motioned to authorize staff to extend the Move Up & Cover Pilot Project 1 (one) additional month. Chief Brown seconded the motion which carried unanimously.*

6.4 ImageTrend ID Scanner Integration

ACTION: *Chief Lilienthal motioned to authorize staff to work with LEMSA on activating the ImageTrend ID Scanner Function in the ePCR Program. Chief Earle seconded the motion which carried unanimously.*

7. FISCAL ITEMS

7.1 FY 21/22 Budget Update

ACTION: *Chief Lilienthal motioned to receive and file budget report. Chief Cordero seconded the motion which carried unanimously.*

8. CLOSED SESSION

8.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9- 2 cases.

8.2 PURSUANT TO GOVERNMENT CODE SECTION (§54957)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Executive Director

8.3 PURSUANT TO GOVERNMENT CODE SECTION (§54957)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Deputy Director

Board recessed to Closed Session at 1:24 p.m.

9. PUBLIC REPORT OF DECISIONS MADE DURING CLOSED SESSION

Board returned from Closed Session at 2:29 p.m.

9.1 PURSUANT TO GOVERNMENT CODE SECTION (§54956.9)

conference with Legal Counsel-Anticipated Litigation-2 cases

ACTION: *No reportable action taken.*

9.2 PURSUANT TO GOVERNMENT CODE SECTION (§54957)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Executive Director

ACTION: *No reportable action taken.*

9.3 PURSUANT TO GOVERNMENT CODE SECTION (§54957)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Deputy Director

ACTION: *No reportable action taken.*

10. Board of Director Questions & Comments

6.1 CAL FIRE ECC AEU: *No Report*

6.2 CAL FIRE Cameron Park: *No Report*

6.3 Diamond Springs / El Dorado Fire: *Still having hiring issues. Current recruitment closes March 11. Down 1 position. Upcoming Engineer exam.*

6.4 El Dorado County Fire: *Current hiring process for 4 paramedics. 4 Recruits in house training. Authorization to upstaff Station 72 to 3-0 staffing. Rolled 319-minor knee injury. Working on repairs for that unit.*

6.5 El Dorado Hills Fire: *Purchasing Scott Airpaks. Air unit currently OOS for upgrades. Training Center bids being evaluated. March 10th is groundbreaking ceremony. Conducting Lateral FF/P recruitment. Replacing a truck and Type 3. Contract with County on defensible space inspections. Hiring limited term defensible space inspectors.*

6.6 Garden Valley: *No Report.*

6.7 Georgetown Fire: *Staffing issues. 3 out on medical, 1 set to return in March, others are unknown. Hired 2 BLS employees. Conducting interviews with paramedic candidates. Scott SCBA's shipping soon.*

- 6.8 Marshall Medical Center: *No Report.*
- 6.9 Mosquito Fire: *No Report.*
- 6.10 Pioneer Fire: *Not available*
- 6.11 Rescue Fire: *Annexation process still moving forward.*

11. Good and Welfare

- *Reminder to send in EMS Week nominations.*
- *Reminder to submit Form 700s.*
- *March 10th retirement celebration for Todd Crawford.*
- *March 5 Celebration of Life for Tony Corrado*

7.1 El Dorado County CAO: *Absent*

7.2 El Dorado County LEMSA: *Absent*

12. Adjournment-