



DEPARTMENT OF PUBLIC HEALTH

Emergency Medical Services Agency

Kathleen Grassi, RD, MPH
*Director of Public Health
 LEMSA Director, Ex-Officio*

Ajinder Singh, MD CPE
EMS Medical Director, Ex-Officio

James Clark, MICP
EMS Administrator, MHOAC

**Emergency Medical Care Committee
 October 7, 2015**

Public Health Department Auditorium
 260 East 15th Street, Merced
 12:00 PM

<u>Meeting Attachments</u>	<u>Agenda</u>	<u>Responsible Party</u>	<u>MEMBERS</u>
	1. Call to Order – Pledge of Allegiance	J. O'Banion	Jerry O'Banion, Chairman Board of Supervisors
	2. Introductions	J. O'Banion	Timothy Livermore, MD County Health Officer
	3. Public Forum <i>(Public opportunity to speak on any matter of public interest within the committee's jurisdiction)</i>	J. O'Banion	Mark Lawson Merced County Fire Department Jeremy Rahn Office of Emergency Services
	4. Quorum Status Check (10 Members Required)	J. O'Banion	Mike Harris District 1 Representative
	5. Approval of the Agenda (Action)	J. O'Banion	Ken Mitten, Vice Chairman District 2 Representative
A – July 1, 2015 EMCC Meeting Minutes	6. Approval of the July 1, 2015 EMCC Meeting Minutes (Action)	J. O'Banion	Vacant District 3 Representative
B – M4C Compliance C – Ambulance Inspection Report	7. EMS Agency Reports (Action)	J. O'Banion	Vacant District 4 Representative
	a) M4C Response Time Compliance Report	R. Duran	Dewayne Jones District 5 Representative
	b) Ambulance Inspection Report	R. Duran	Dr. Raffi Djevalikian E.R. Physician
	c) EMS Medical Director Report	A. Singh	Vacant E.R. Physician
D - EMCC Bylaws Update Final & Adopted	8. EMCC Bylaws Update (Verbal Report)	J. Clark	Kraig Riggs Ambulance Company Representative
	9. Subcommittee Reports:		Michael Pitassi Ambulance Company Representative
	a) EMS Policy & Procedure (Verbal Report)	J. Clark	Bryan Donnelly EMS Educator
	b) EMS Assessment Subcommittee (Verbal Report)	R. Smith	Sam Samra Law Enforcement Representative
E – EMCC Membership Update	10. Informational Items:		Jeff Butticci C.H.P. Representative
	a) EMCC Membership Update (Info)	J. Clark	Jeff Pate, R.N. Hospital Representative
	b) Med-Express (Info)	J. Clark & S. Melander	Tim Marrison Fire Service Representative
F – EMS Policy #132; EMS System Enhancement Funds - DRAFT	c) EMS System Enhancement Funds Policy (Info)	J. Clark	Rob Smith, EMT-P Field Personnel Representative
	d) Air Ambulance Contract Plans (Info)	J. Clark	Mickey Brunelli, EMT-P Field Personnel Representative
	e) Base Hospital Agreement Renewed (Info)	J. Clark	Carrie Grissom, R.N. E.R. Nurse
	f) Remote Video/Phone Teleconference Attendance of EMCC Meetings (Info)	J. Clark	
	11. Round Table (Discussion)	All	
	12. Next EMCC Meeting is January 6, 2016 (Info)	J. O'Banion	

All meeting materials including the Meeting Attachments A – F may be obtained by contacting:

James Clark, EMS Administrator
 Merced County EMS Agency
 260 E. 15th Street, Merced, CA 95341, PH: (209) 381-1250
 Or Download: <http://www.co.merced.ca.us/index.aspx?NID=584>



Attachment #A

Emergency Medical Care Committee
MEETING MINUTES
July 1, 2015

Committee Members Present: Supervisor Jerry O'Banion, Mark Lawson, Mike Harris, Ken Mitten, Rob Smith, Dewayne Jones, Tim Marrison, Kraig Riggs, Timothy Livermore, Jeremy Rahn, Sam Samra, Bryan Donnelly, Mickey Brunelli, Mike Pitassi, Jeff Butticci and Jeff Pate.

Committee Members Absent: Dr. Raffi Djevalikian and Carrie Grissom.

EMS Agency Staff Present: Kathleen Grassi, Dr. Ajinder Singh, James Clark, Ron Duran and Frank Romero.

Guests Present: Steve Melander, Alan Dobrowolski, Scott Phillips, Bill Baker, Theresa Azevedo, Crystal Aguilar, DeeAnn Dion and Liu Martin.

Call to Order: Supervisor Jerry O'Banion called the meeting to order at 12:25PM. All rose for the reciting of the Pledge of Allegiance following which introductions were made and all were welcomed.

Public Forum: No comments from the public were made and the forum was closed.

Quorum Status Check (10 members required): A Quorum of EMCC voting members is present.

Approval/Additions/Deletions to the Agenda (Action): The motion was made by Kraig Riggs to accept the Agenda and was seconded by Rob Smith; the EMCC approved the Agenda by unanimous vote.

Approval of the Minutes of the April 1, 2015 meeting (Action): Mike Harris brought to the attention of the committee that his name was listed twice in the Committee Members Present section of the minutes. A motion was made by Mickey Brunelli and seconded by Mike Harris to accept the minutes and that the duplicate naming of Mike Harris to be corrected; the meeting minutes were approved by unanimous vote. The EMS Agency noted that it will make the change of the duplicate name for Mike Harris in the official record.

EMS Agency Reports

Ron Duran (M4C): Ron reported to the committee that between May and December 2014, FirstWatch re-tooled the Ambulance Response Time Compliance system that the EMS Agency uses to measure response performance. Incorrect features of the First Watch system were discovered in April of 2015; FirstWatch is currently correcting those issues and is creating a report that will measure System Demand by individual ambulance response. Ron stated that until those system corrections are made by FirstWatch, the EMS Agency has postponed the M4C meetings.

Ron Duran (Ambulance Inspection Report): Ron reported that there were a total of 4 Ambulance inspections performed with only minor issues found; no units were removed from service due to these minor issues. Ron added that Riggs has brand new ambulances in its fleet and since they are all new, he sees no major mechanical issues coming up with any of the new units.

Dr. Ajinder Singh (EMS Medical Director Report): Dr. Singh reported to the committee that he has enjoyed his first 9 months with the EMS Agency, giving thanks to Agency staff for the help and information they have provided to him. Dr. Singh also expressed his gratitude to the two local hospitals and their staff for their support of the EMS System. Dr. Singh asked that physician leaders become engaged with the EMS Policy and Procedure Subcommittee. Dr. Singh stated that Ebola is still on the radar so we should still remain vigilant. Finally, Dr. Singh mentioned that Ron Duran and he will be taking a few field-observation trips intended to allow him to witness firsthand EMS first responders as they work in the field.

Approval/Additions/Deletions to the Reports (Action): The motion was made by Ken Mitten to accept the reports and seconded by Brian Donnelly; the EMCC approved the reports by unanimous vote.

EMCC Bylaws Update

Jim Clark (EMCC Bylaws Update (Action): Jim reviewed with the committee the update process the bylaws have taken by having the document presented at several EMCC meetings where suggestions for updates have been made. At the April 1, 2015 EMCC meeting, the suggestion was made to look into whether committee members could attend meetings by video or phone conferencing. Jim explained that he took the video/phone conference question to county counsel for an opinion. County counsel informed that video/phone conferencing is allowed so long as the Brown Act is followed. In order to not violate the Brown Act with video/phone conferencing, the remote attendees will need to provide their names and locations they will be at while remote conferencing in to the meeting at least 72 hours in advance. Attendees can accomplish this by noticing the EMS Agency of their intend to attend by video/phone conference whereby their names and locations will be posted on the Agenda then publicly posted at County Administration 72 hours in advance of the meeting. Jim presented the final version of the proposed bylaws to the committee and requested a vote to accept the document as the final version.

Approval of Bylaw's changes (Action): The motion was made by Ken Mitten to accept the final version of the bylaws as presented. The motion was seconded by Kraig Riggs; the EMCC approved the final version of the bylaws as presented by unanimous vote.

Subcommittee Reports:

Alan Dobrowolski (EMS Policy and Procedures Subcommittee): Alan reported to the committee the progress the subcommittee has made in the policy and procedures update project. Alan stated that all of the administrative policies have been reviewed and have been sent to the EMS Agency for final revision. Alan also reported that the subcommittee has held one meeting with the County and Riggs Medical Directors to begin planning the course of updating the medical treatment protocols.

Rob Smith (EMS Assessment Subcommittee): Rob reported that the EMS Assessment Subcommittee is getting started on its project of studying and evaluating the EMS System. The committee consists of Rob Smith as chairperson, Brian Donnelly and Mike Harris.

EMCC Membership Update

Jim Clark (EMCC Membership Update (Info): Jim informed the committee effective June 30, 2015, several current members' terms were set to expire. Jim made contact with these members who all accepted and applied for another four (4) year term on the Emergency Medical Care Committee. Jim thanked all for their continued commitment to the Merced County EMS System and to the communities that are served. Jim continued to advise that there are still three (3) vacant positions and that if anyone knows of someone who may be interested in serving on the EMCC to please have them contact Jim at the EMS Agency. The three (3) vacant positions are: (1) E.R. Physician (2) District 3 Representative and (3) District 4 Representative.

Roundtable Discussion

Jeremy Rahn: Reported that with the assistance of Fire Chief Marrison, the first "Unified Response to Violent Incidents" training in the city of Los Banos has been conducted. He stated the training was well attended and received by both fire and law enforcement personnel. The county Drought Taskforce continues to meet monthly at OES to discuss the drought; all are welcome to attend and participate. Jeremy reported that in partnership with Merced County EMS Agency, OES participated in the multi-casualty incident drill that was conducted in May 2015.

Ron Duran: Discussed the multi-casualty incident drill that was conducted on May 30, 2015. Ron was pleased with the outcome and looks forward to doing another multi-casualty incident drill on the west side of the county. Ron expressed his gratitude to all those involved with the drill. Dr. Ajinder Singh inquired about when the next multi-casualty incident drill would be. Ron Duran stated that the next drill hasn't been scheduled yet but that it will be in the spring of 2016 on the west side of the county; the topic will be Active Shooter. Ron also informed the committee that the EMS Agency has been relocated to the first floor of the Public Health building behind the Clinic.

Jeff Pate: Expressed an interest in the Video and Tele-Conferencing opportunity to attend the EMCC meetings. Supervisor O'Banion informed the committee that the newly-approved EMCC bylaws will need to be presented to the Board of Supervisors for adoption before Video Tele-conferencing will be available.

Dr. Tim Livermore: Dr. Livermore discussed the recent personal belief exemption that has been changed requiring all children in California, with limited exceptions, to be immunized. If a parent chooses not to immunize their children, the public school system may not allow the child to attend.

Mike Harris: Brought up the use of the ambulance response time fines and penalty funds. Mike suggested that a subcommittee be created to oversee the use of the funds to support local EMS System Enhancements. Kathleen Grassi responded that the forthcoming EMS Assessment Subcommittee's report may provide an opportunity to tie into a method for a separate committee to review and make suggestions about funding certain EMS improvement projects.

Fire Chief Tim Marrison: Requested the committee to please be aware when they are informed by County OES that training opportunities are being made available and to try to attend. Chief Marrison further expressed the need for such trainings to occur and the importance of committed members and leaders throughout the EMS community.

Theresa Azevedo: Announced that she is now the new Prehospital Liaison Nurse for the Mercy Medical Center, Merced Base Hospital.

Kathleen Grassi: Announced that a Health Insurance Information Exchange consultant has been hired to guide the process for Merced County to participate in the exchanging of electronic patient data. Kathleen stated that if anyone is interested in participating on the committee, to please contact Public Health to be placed on the list.

Supervisor O'Banion: Adjourned the meeting at 1:01PM and announced the next EMCC Meeting will be held October 7, 2015.



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ATTACHMENT #B

October 7, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: M4C Ambulance Contract Compliance Report

"FirstWatch" is the program that EMS uses to determine ambulance response time compliance and to calculate any fines or penalties for non-compliance. The program was completely rebuilt between May and December 2014 to accommodate the new ground ambulance contract that began January 1, 2015.

In April and June 2015, incorrect features of the FirstWatch system were discovered:

- Grid Map errors that assign response time standards were discovered to assign High Call vs. Low Call Density incorrectly. Approximately 400 calls were found to have been assigned incorrect response time standards.
- 200% System Overload is measuring individual "responses" rather than "incidents" requiring a new 200% report to be built.
- FirstWatch presented the new 200% System Overload report to the EMS Agency on September 1, 2015.
- On October 1, 2015 the EMS consultant, Fitch and Associates, is scheduled to review the corrected FirstWatch system and advise the EMS Agency regarding its use.

It is estimated that it may take 4 weeks to evaluate the approximately 400 calls that are in queue to be processed for response time determination. Until FirstWatch is completely online and monitoring compliance correctly, M4C meetings have been suspended. In the meantime, other performance measures are taking place with both SEMSA/Riggs and Air Methods; both providers are above 90% response time compliant as measured monthly.



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ATTACHMENT #C

October 7, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: Ambulance Inspection Report for July, August and September 2015

During the months of July, August and September 2015, no ambulance inspections were performed by the EMS Agency. It is anticipated that for the period of October, November and December 2015 that a minimum of three (3) ambulance inspections will occur.



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ATTACHMENT #D

July 1, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: Emergency Medical Care Committee Bylaws

On August 4, 2015 the Merced County Board of Supervisors adopted the Emergency Medical Care Committee Bylaws update. The newly adopted bylaws are now in effect. The following documents are the Board Agenda Item request followed by a clean version of the EMCC bylaws.

HE1535

BOARD AGENDA ITEM

TO: BOARD OF SUPERVISORS
 THROUGH: COUNTY EXECUTIVE OFFICER
 FROM: KATHLEEN GRASSI, R.D., M.P.H., DIRECTOR OF PUBLIC HEALTH

SUBJECT: Emergency Medical Care Committee Bylaws

SUMMARY:

The Merced County Emergency Medical Care Committee (EMCC) is an advisory committee to both the Emergency Medical Services (EMS) Agency and the Board of Supervisors on EMS related matters. The duties of the committee are as specified in California Health and Safety Code 1797.274 to review operations of the Ambulance Services, Emergency Care offered within the County including training programs for cardiopulmonary resuscitation and lifesaving first-aid techniques, and practices in the County.

The EMCC Bylaws delineate the policies and functions of the committee and may be modified under those policies at any regular monthly or special meeting, subject to a two-week notice of the change or amendment to the members of the Committee.

Bylaws were last amended March 30, 2004 for the structure and operations of the EMCC. This revision to the EMCC Bylaws more clearly defines who shall serve on the committee and sub-committees and adds language that certain members, due to their respective roles in the county, serve at the pleasure of the Board.

In addition, a number of other substantive changes in the Bylaws have been proposed, including clarification that a quorum is achieved when a simple majority of appointed members is present and that proxy voting is not permitted. The Ambulance Review Board and Appeals Sub-committee has been removed to align the Bylaws with County Ordinance 9.44. The EMS for Children Sub-committee has also been removed, since it had not been constituted in recent years. The two remaining sub-committees shall be: the Emergency Medical Services Assessment Sub-committee and the Emergency Medical Services Policy and Procedure Sub-committee. The proposed Bylaws also cite references to California Health & Safety Code Sections 1797.274 and 1797.276 which pertain to the duties of an Emergency Medical Care Committee.

STAFFING IMPACT: None

FISCAL IMPACT: None

FUNDING SOURCE: None

CONTRACT / RESOLUTION / ABSTRACT/OTHER SUBMITTED: Bylaws

REVIEW:

CEO

Counsel

Admin Services

Department Contact: Liz Smith, Ext. 1241

REQUEST/RECOMMENDATION/ACTION NEEDED:

1) Ratify amendments to the Merced County Department of Public Health Emergency Medical Care Committee (EMCC) Bylaws previously approved by the EMCC on July 1, 2015; and 2) Adopt the Bylaws as amended.

For Board Staff Only

Target Date: 08/04/15

BYLAWS OF THE MERCED COUNTY
EMERGENCY MEDICAL CARE COMMITTEE

PREAMBLE

These bylaws set forth the structure and purpose of the Merced County Emergency Medical Care Committee and delineate the policies and functions of the Merced County Board of Supervisors and the Merced County Emergency Medical Services Agency in relation to the Emergency Medical Care Committee.

PART I

PURPOSE OF THE EMERGENCY MEDICAL CARE COMMITTEE

The Merced County Board of Supervisors has established and maintains the Emergency Medical Care Committee under the authority of Sections 1797.220, 1797.272, 1797.274 and 1797.276 of the California Health and Safety Code.

The Emergency Medical Care Committee shall serve as an advisory committee to the Board of Supervisors and the Merced County Emergency Medical Services Agency on emergency medical services related matters.

The Emergency Medical Care Committee shall, at least annually, review the operations of the emergency ambulance services system operating within the county and report to the Merced County Emergency Medical Services Agency its observations and recommendations relative to its review pursuant to Health and Safety Code Sections 1797.274 and 1797.276.

The Emergency Medical Care Committee shall engage in other advisory duties outlined herein.

PART II

EMERGENCY MEDICAL CARE COMMITTEE MEMBERSHIP

The Emergency Medical Care Committee shall be composed of twenty-one (21) voting members, three (3) of whom shall be designated by position and shall serve at the pleasure of the Board as follows:

- The County Fire Chief or his/her designee;
- The local Director of the Office of Emergency Services or his/her designee, and;
- The County Health Officer.

The Merced County Board of Supervisors shall appoint one (1) member from the County Board of Supervisors and each Supervisor shall appoint one (1) public representative. The remaining twelve (12) positions shall be filled according to the following distribution:

- Two (2) Emergency Room Physicians, each of whom shall represent a separate and distinct facility;
- Two (2) Ambulance Company Representatives, each of whom shall represent a separate and distinct ambulance service;

- One (1) Emergency Medical Services Educator;
- One (1) Law Enforcement Representative;
- One (1) Hospital Representative;
- One (1) Nurse;
- Two (2) Emergency Medical Technician I or P;
- One (1) Fire Service Representative from an incorporated city within Merced County, and;
- One (1) California Highway Patrol Representative.

The Medical Director and Director of the Merced County Emergency Medical Services Agency shall serve as ex officio members of the Emergency Medical Care Committee.

The term of office for the members of the Emergency Medical Care Committee will be four (4) years, except for the designated members serving at the pleasure of the Board whose terms coincide with the term of their respective office.

All appointments of members, delegations of authority and establishments of policy made by the Emergency Medical Care Committee may be rescinded or terminated by the Merced County Board of Supervisors.

Attendance at regularly scheduled meetings is required; any member that fails to attend three (3) or more meetings in any calendar year may, at the discretion of the Emergency Medical Care Committee, have his/her membership terminated.

PART III

OFFICERS

The Chair of the Emergency Medical Care Committee shall be the Board-appointed member of the Merced County Board of Supervisors.

The Emergency Medical Care Committee shall elect a Vice-Chair to serve on behalf of the Chair in his/her absence. The term of office for the Vice-Chair shall be four (4) years or shall end concomitantly with the expiration of the Vice-Chair's membership on the Emergency Medical Care Committee, whichever occurs first.

The Merced County Public Health Department is charged with the administrative management of the Emergency Medical Services System of Merced County. The Director of the Merced County Public Health Department or designee shall serve as Executive Officer of the Emergency Medical Care Committee.

The Executive Officer shall keep minutes of all meetings and shall cause a copy to be distributed to each member and to any individual who shall make a written request.

PART IV

CONDUCT OF MEETINGS

The Emergency Medical Care Committee shall hold a minimum of four (4) meetings per year at a time and place specified by the Chair.

A quorum shall be required for formal action on items before the Emergency Medical Care Committee.

A quorum of the Emergency Medical Care Committee shall be achieved when a simple majority of the membership's appointed positions is present.

Emergency Medical Care Committee members shall be permitted to attend meetings by Video Teleconference or by Telephone provided that attendance is in full compliance with the provisions of California Government Code §54950 et. seq (Ralph M. Brown Act).

Video Teleconference or attendance by Telephone at Emergency Medical Care Committee meetings shall count toward the establishment of a quorum.

No member shall be permitted to vote by proxy.

Staff support for the Emergency Medical Care Committee will be provided by the Merced County Emergency Medical Services Agency.

PART V

SUB-COMMITTEES

The Emergency Medical Care Committee shall convene, at its discretion, Sub-Committees and/or Task Forces as deemed necessary to conduct its business.

The Emergency Medical Care Committee shall have two (2) standing Sub-Committees:

- Emergency Medical Services Assessment Sub-Committee; and
- Emergency Medical Services Policy and Procedure Sub-Committee.

Each Sub-Committee shall have a Chairperson appointed by the Chair of the Emergency Medical Care Committee in addition to the stated Sub-Committee membership who shall be a member of the Emergency Medical Care Committee. The term of office of each Sub-Committee Chair shall be for four (4) years or shall end concomitantly with the expiration of the Chair's membership on the Emergency Medical Care Committee, whichever occurs first.

A. EMERGENCY MEDICAL SERVICES ASSESSMENT SUB-COMMITTEE

The Emergency Medical Services Assessment Sub-Committee shall be made up of five (5) members of the Emergency Medical Care Committee for the purpose of formally assessing the Merced County Emergency Medical Services System. One (1) Chairperson shall be appointed by the Chair of the Emergency Medical Care Committee.

The duties of the Emergency Medical Care Committee as specified in California Health and Safety Code Section 1797.274 is to review the operations of each of the following at least annually:

- Ambulance services operating within the county.
- Emergency medical care offered within the county including programs for training large numbers of people in cardiopulmonary resuscitation and lifesaving first aid techniques.
- First Aid practices in the county.

In accordance with California Health and Safety Code Section 1797.276, the Emergency Medical Care Committee shall, at least annually, report to the California Emergency Medical Services Authority, Merced County Board of Supervisors and the Merced County Emergency Medical Services Agency the Sub-Committee's observations and recommendations relative to its review of the emergency medical services. The Merced County Emergency Medical Services Agency will include the Emergency Medical Care Committee's observations and recommendations as part of the local Emergency Medical Services Plan annual update.

B. EMERGENCY MEDICAL SERVICES POLICY AND PROCEDURE SUB-COMMITTEE

The purpose of the Emergency Medical Services Policy and Procedure Sub-Committee shall be to assist and advise the Emergency Medical Services Agency in the development, revision and implementation of Emergency Medical Services policies, procedures and guidelines. The Sub-Committee members shall be appointed by their respective agency/facility administration. The Emergency Medical Services Policy and Procedure Sub-Committee shall be established with the following membership:

- One (1) Chairperson who shall be appointed by the Chair of the Emergency Medical Care Committee;
- One (1) representative from each of the Approved Advanced Life Support Ambulance Providers within Merced County;
- One (1) representative from each of the primary First Response agencies within Merced County;
- One (1) representative from each of the acute care hospitals within Merced County, and;
- The Base Hospital Liaison Nurse.

PART VI

AMENDMENT OF BYLAWS

Bylaws of the Merced County Emergency Medical Care Committee may be changed or amended at any regular or special meeting subject to two (2) weeks' notice of the proposed change or amendment to the members of the Emergency Medical Care Committee. The bylaws may be changed or amended upon a majority vote of the members present and do not take effect until ratified by the Merced County Board of Supervisors.

The foregoing bylaws were adopted by the Merced County Emergency Medical Care Committee on January 6, 1982 by a majority vote and amended on March 26, 1981, February 5, 1992, May 5, 1993, May 4, 1994, May 9, 1997, September 10, 2002, March 30, 2004 and August 4, 2015.



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ATTACHMENT #E

October 7, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: Emergency Medical Care Committee Membership Update

The following EMCC memberships remain vacant:

- E.R. Physician
- District 3 Representative
- District 4 Representative

Resignations:

- Two (2) committee member resignations have been received:
 - Mickey Brunelli, Field Personnel Representative, EMT or EMT-P
 - Rob Smith, Field Personnel Representative, EMT or EMT-P



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ATTACHMENT #F

October 7, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: EMS System Enhancement Funds Policy #132

The EMS Agency consulted with several other EMS Agencies throughout California. Of the 33 EMS Agencies in California, approximately half replied to the question of what do other counties do with the fine/penalty funds they collect from ambulance service providers when the providers fall from required contract compliance.

Approximately half of the responding counties use the funds to directly support the EMS Agency while the other half use the funds for EMS System Enhancements or a combination of both uses. The EMS Agency is requesting the Emergency Medical Care Committee to review and make comment on the DRAFT EMS Policy #132 – EMS System Enhancement Funds.



DEPARTMENT OF PUBLIC HEALTH

Emergency Medical Services Agency

POLICY #132.00

TITLE: **MERCED COUNTY EMS SYSTEM ENHANCEMENT FUNDS**

APPROVED: ON-FILE

EMS Administration: Kathleen Grassi, R.D., MPH

ON-FILE

EMS Medical Director: Ajinder Singh, MD CPE

EFFECTIVE DATE: 07/2015

REVISION DATE: N/A

REVIEW DATE: 07/2017

PAGE: 1 of 4

Authority: Merced County Code, Title 9 General Health and Safety, Chapter 9.44 Regulation of Ambulance Service and Convalescent Transport Service, Section 9.44.030, Establishment of Local Emergency Medical Services Agency and Emergency Medical Services System; California Health and Safety Code Section 1797.272; and Pre-hospital Emergency Medical Care Personnel Act as set forth in Division 2.5 of the California Health and Safety Code.

Definitions: *Emergency Medical Services (EMS) System Enhancement Funds* – means the funds generated from Merced County Ambulance Service Providers' contractual non-compliance fines.

Merced County Emergency Medical Care Committee (EMCC) – Formed by Board of Supervisors Order June 25, 1968, the Emergency Medical Care Committee serves as an advisory committee to the Board of Supervisors and the Merced County Emergency Medical Services Agency on emergency medical services related matters.

Public Agency - means a governmental publicly-owned EMS stakeholder within the Merced County EMS System.

Emergency Services Provider Under Contract with Merced County – means a non-governmental privately-owned for-profit or not-for-profit Emergency Services Provider contracted with Merced County.

Eligible Agency – means a public agency EMS stakeholder within the Merced County EMS System.

Purpose: To provide a policy and establish a process for the allocation of Merced County Emergency Medical Services (EMS) System Enhancement Funds.

Policy: The Merced County EMS System Enhancement Funds exist as a result of the fines assessed and collected from Merced County Ambulance Service Providers for contractual non-compliance. Response time compliance standards are established through contractual agreements between Merced County and Merced County Ambulance Service Providers. The objective is to encourage response time compliance and thereby improve patient care for the community. Fines generated from non-compliance issues are used for the administration of the Emergency Medical Services System and to enhance the EMS System within Merced County.

1. Funds shall be allocated to projects that support the following priorities:
 - A. Administration of the Emergency Medical Services System by the Merced County Emergency Medical Services Agency.
 - B. Communications system enhancements.
 - C. EMS training.
 - D. Equipment needed for new standards of ALS or BLS scope of practice.
 - E. Purchases that benefit or enhance EMS services in Merced County on a system-wide basis.
 - F. EMS supplies and equipment for special events or new training programs.
2. Purchases will be made in accordance with Merced County purchasing requirements and policies.
3. The Merced County EMS System Enhancement Fund shall maintain a minimum reserve balance of \$75,000.
4. Emergency Services Providers under contract with Merced County are not Eligible Agencies.
5. The EMS Agency shall provide an accounting of fund balance upon request.
6. Procedures
 - A. Prior to requesting EMS System Enhancement Funds, other sources of funding shall be attempted or exhausted e.g., agencies' general fund or budget, State Homeland Security Grant Program (SHSGP), Public Health Emergency Preparedness grants (HPP, PHEP, Pan Flu).
 - B. Proposed projects shall be in alignment with the recommendations found in the annual report of the Emergency Medical Care Committee's EMS Assess Subcommittee.
 - C. An Eligible Agency may complete and submit an Application to Request Allocation of EMS System Enhancement Funds (Attachment A) to the Merced County EMS Agency. The application must include the following:
 - 1) Detailed description of the project.
 - 2) Amount requested with a detailed budget.
 - 3) Other funding sources available.
 - 4) Justification for how the proposed project will enhance the Merced County EMS System.
 - 5) Supporting documentation, i.e., quotes, project analysis and planning documents.

- D. The Agency shall review and assess the application's alignment with funding priorities and confer with the EMS Agency Director. If an application is determined eligible, the Agency will forward the application to the Emergency Medical Care Committee for their recommendation to the Agency of project approval or denial.
- E. The EMS Agency retains final authority on project approval or denial.
- F. Upon project approval, the Agency will confer with the applicant and develop a funding and purchasing plan.
- G. Equipment purchased by Merced County and funded by the Merced County Emergency Medical Services (EMS) System Enhancement Funds will be considered a loan from the County to the end-user. The end-user and County will sign an agreement for the receipt of the equipment. The end-user will be responsible for costs to maintain and repair the equipment.

Attachment A

Refer to Agency Policy 132.00 - Merced County EMS System Enhancement Funds

Application to Request Allocation of EMS System Enhancement Funds

Name of Organization: _____

Address: _____

Contact Person: _____ **Phone:** _____

1. Detailed description of the project (Attach additional supporting documentation if desired).

2. Amount requested with a detailed budget (Specific Project Costs and Capital Item(s) to be purchased – attach additional pages as needed).

3. Provide justification on how the EMS System will be enhanced in Merced County.

4. Describe other funding sources available to fund this project (Matching Funds, Applying for state funding on a regional basis, greater benefits would be realized by more agencies participating).

5. Attach Supporting Documentation (Quotes, project analysis and planning documents).

Signature of Responsible Party for the Proposed Project

Title

Print Name

Date

02599	FUND	DEPT	FUNC	SVC	FDCL	KEY2	PTXK	CASH	Start Date: 7/1/2015
OBJ	OTYP	BCAT	PTXO	TRFS					Low Amount:

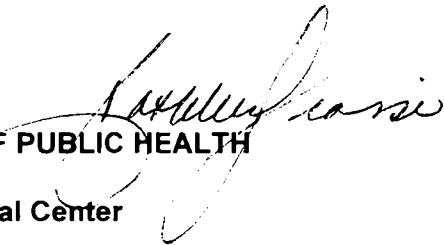
Results						
Org Key	Object	Description	Budget	Status	Bal	Type
02599	01029	Fines-Asses Fund / Interfund Cash	0.00	A	DR	AS
02599	02300	Fines-Asses Fund / Unearned Revenue	0.00	A	CR	LI
02599	03200	Fines-Asses Fund / Fund Balance	0.00	A	CR	FB
02599	94200	Fines-Asses Fund / Interest	0.00	A	CR	RV

Account Information	
Opening Balance:	251,793.52
Posted Transactions:	408.76
Account Balance:	252,202.28
Unposted Transactions:	0.00
Real-Time Balance:	252,202.28

Yadira Vazquez
 Director of Admin Services
 260 E. 15th Street
 Merced, CA 95341
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 (209) 381 – 1215 Fax
YVazquez@co.merced.ca.us

CONTRACT BOARD AGENDA ITEM

TO: BOARD OF SUPERVISORS
THROUGH: COUNTY EXECUTIVE OFFICER
FROM: KATHLEEN GRASSI, R.D., M.P.H., DIRECTOR OF PUBLIC HEALTH



VENDOR OR CONTRACTOR Dignity Health, dba Mercy Medical Center
PRODUCT OR SERVICE Base Hospital Agreement
TYPE Agreement ACTION Renewal – Entire Contract No. 200239
Process Other - explain Date of last Competitive Process N/A
Original Contract Date 12/05/95 Date of last Board Action 08/7/12

SCOPE OF SERVICES/SUMMARY

The Amended and Restated Health Care Operating Agreement, Article 3.4(b), between the County and Mercy Medical Center Merced specifies that Mercy shall maintain a Base Hospital function in compliance with the policies and procedures of the County. The Base Hospital Agreement provides policy and procedure detail and specifies the responsibilities and expectations of Mercy in its role as a Base Hospital, providing for radio directions to the ambulance personnel and real-time medical control for the emergency medical services system. In addition, the Base Hospital Agreement specifies quality improvement activities, pre-hospital medical care oversight, the provision of educational opportunities and the expected and necessary personnel to accomplish these activities.

Merced County Department of Public Health, Emergency Medical Services (EMS) Agency is exercising its right to extend the agreement based on Article XI, Section 10.1 of the current contract which allows for a three-year extension upon agreement of both parties. This will extend the no-cost agreement for the period of August 7, 2015 through August 6, 2018.

REQUIRED REVIEW:

- Auditor-Controller
- CEO
- Counsel
- Admin Svcs-Support Svcs
- Risk

Department Contact/Phone Amy Gonzales x1245

REQUEST/RECOMMENDATION/ACTION NEEDED:

- 1) Approve the renewal of contract no. 200239 for Base Hospital activities with Dignity Health, dba Mercy Medical Center; and 2) Authorize the Chair to sign all applicable copies of the agreement.

For Board Staff Only

Target Board Date 08/18/15

HE 1537

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Budget Unit 40005
Contract Period Beginning 8/18/15
Total Contract Amount N/A
Difference N/A
Budgeted Amount N/A
Funding Source

Account Number N/A
Ending 8/17/18 Months 36
Prior Contract Amount N/A
Actual Expenditures N/A
Budget Transfer Attached No

Staffing Impact None

Additional information if needed