



AGENDA
Exeter District Ambulance
Governing Board
REGULAR MEETING

302 E. Palm St., Exeter, CA 93221
 Monday, October 25, 2021, 5:30 pm

President	Adam Pfenning
Vice President	VACANT
Secretary	Diana Mendez
Board Member	Bobby Martinez
Board Member	Marilyn Rankin

The Exeter District Ambulance Board of Director welcomes you to its meeting and encourages you to participate. This agenda contains a brief general description of each item that will be considered by the Board.

THE REGULAR BOARD OF DIRECTORS MEETING OF OCTOBER 25, 2021, WILL BE CONDUCTED IN THE DISTRICT OFFICE.

- Members of the public may provide public comment at the meeting or remotely by calling +1 (872) 240-3412 and entering Passcode 477-670-949 at the prompt. Comments may also be submitted by email prior to the meeting at manager@edaems.com.
- Every effort will be made to read email comments into the record, but repetitive comments may not be read due to time constraints.

Exeter District Ambulance thanks you in advance for taking all precautions to prevent the spreading the COVID-19 virus. Social distancing will be exercised at the meeting.

OPENING

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance

AGENDA APPROVAL

PUBLIC FORUM/REQUEST TO ADDRESS TO BOARD (NON-AGENDA ITEMS)

This portion of the meeting is reserved for the members of the public to address the Board on items that are not on the Agenda and are within the subject matter jurisdiction of the board. Each person will be granted three (3) minutes to address the Board and overall public comments will be limited to thirty (30) minutes total. The Board is prohibited by law from taking any action on matters discussed that are not on the Agenda. When addressing the Board, speakers are requested to come forward, state your name and address, and then proceed with your comments. All speakers are requested to wait until recognized by the Board President.

CONSENT CALENDAR

Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. For any discussion of an item; it will be enacted at the request of any member of the Board and made a part of the regular agenda.

- A. Approval of Meeting Minutes September 27, 2021 Regular Meeting
- B. Approval of Collections/Write Offs

PUBLIC HEARINGS

- None

Members of the public wishing to address the Board on these items should raise their hand when the Agenda item is called, and the President will recognize you at that time. You will have three minutes to comment.

UNFINISHED BUSINESS

- A. TCCAD Report**
- B. Woodlake update**
- C. Update on Tulare County Posting Plan/COVID-19 response**
 - 1. Progress report (information only)
 - 2. Report on lapse in Zone 5 coverage

NEW BUSINESS

- A. Reports from District Accountant (informational only)**
 - 1. Monthly Income Statement: September 2021
 - 2. Profit and Loss Summary: September 2021
- B. Vehicle status report (informational only)**
 - 1. Presentation of purchase options for vehicles (if available)
- C. Request for approval of temporary funds transfer from LAIF to General.**
- D. Request for approval of additional project for auditor**
 - 1. Detailed update on cash reserve requirement
- E. Consider Remote District Board Meetings under New Brown Act Requirements**
 - 1. Resolution Authorizing Remote Teleconference Meeting in Accordance with AB 361

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS**REPORTS FROM THE DISTRICT MANAGER (INFORMATIONAL ONLY)**

- A. District Operations**
- B. Compliance Update**
- C. Three Rivers Update**

PUBLIC COMMENT REGARDING CLOSED SESSION

This portion of the meeting is reserved for persons desiring to address the Board on an item to be considered in Closed Session. Speakers should limit their comments to three (3) minutes.

CLOSED SESSION

- A. Conference with Labor Negotiator pursuant to Government Code Section 54957.6**
Agency Designated Representatives: District Manager
Employee Organization: TEAMSTERS LOCAL #517
- B. Public Employee Performance Evaluation (Government Code Section 54957)**
Title: District Manager

RECONVENE TO OPEN SESSION; REPORT FROM CLOSED SESSION, IF ANY

ADJOURNMENT

Next Regular Meeting: November 22, 2021

Agenda packets are available for review 72 hours prior to the meeting at the District Office. Office hours are Monday to Friday 8 AM to 5 PM, excluding holidays.

Any documents/writings provided to a majority of the Board less than 72 hours before the Regular Meeting regarding an item on this agenda will be made available for public inspection during normal business hours at the District Office located at 302 E. Palm Street, Exeter, CA 9322.

In compliance with the American with Disabilities Act (ADA), if you need special assistance to participate at this meeting, please contact the District Office at (559) 594-5250 during normal business hours as listed above. Notification of 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



MINUTES

Exeter District Ambulance Governing Board REGULAR MEETING

District Office Meeting Room
302 E. Palm St., Exeter, CA 93221
Monday, September 27, 2021, 5:30pm

President	Adam Pfenning
Vice President	VACANT
Secretary	Diana Mendez
Board Member	Bobby Martinez
Board Member	Marilyn Rankin

Present Adam Pfenning (AP), Diana Mendez (DM) – phone, Bobby Martinez (BM), Marilyn Rankin (MR) – phone

Absent

Also Present District Manager Peter Sodhy (PS)

OPENING

- Call to Order – AP at 5:39pm
- Roll Call – AP

AGENDA APPROVAL

Motion (BM), Second (DM). 4-0-0.

PUBLIC FORUM/REQUEST TO ADDRESS TO BOARD (NON-AGENDA ITEMS)

- None

CONSENT CALENDAR

Motion (BM), Second (DM). 4-0-0

A. Approval of Meeting Minutes August 21, 2021

B. Approval of Collections/Write-Offs

Not available.

PUBLIC HEARINGS

- None

UNFINISHED BUSINESS

A. TCCAD Report

A simplified report from PS was presented showing county-wide data summarized by zone and covered the raw data as presented.

B. Woodlake update

-NA-

C. Update on Tulare County Posting Plan/COVID-19 response (informational only)

The implementation of Policy 571 (Assess and Refer) and Policy 406 (suspension of P3 response at low county levels) was explained.

D. GEMT Overpayment Recovery

The counter proposal from GEMT was discussed. Motion to approve the repayment schedule as presented (AP), second (MR). 4-0-0.

E. Financial Audit for Year Ending June 30, 2021

- a. Approval of Auditor. Motion to accept MGreen (MR), seconded (DM). 4-0-0.



MINUTES

Exeter District Ambulance Governing Board

President	Adam Pfenning
Vice President	VACANT
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Board Member	Bobby Martinez
Board Member	Marilyn Rankin

NEW BUSINESS

- A. **Reports from District Accountant**
 - a. **Monthly Income State: August 2021**
 - b. **Profit and Loss Summary: August 2021**
Ms. Hood reported that things are moving along and we have managed to keep expenses down over the year thus far. It appears that cash is still looking fine.
- B. **Vehicle status report (informational only)**
 - a. Presentation of purchase options for vehicles (if available)
None

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS

DM noted that AB361 indicates that virtual meetings are no longer a blanket solution. Should the board desire to have a remote-only meeting, there must be a 30-day exemption voted on by the board for the next meeting.

REPORTS FROM THE DISTRICT MANAGER (INFORMATIONAL ONLY)

No new information to report on Three Rivers.

EDA met the compliance requirements for August 2021. We are still short on medics especially with 2 out on COVID protocols. All vehicles are operational.

PUBLIC COMMENT REGARDING CLOSED SESSION

- A. No public comments

CLOSED SESSION – 6:12pm

- A. **Conference with Labor Negotiator pursuant to Government Code Section 54957.6**

Agency Designated Representatives: District Manager

Employee Organization: TEAMSTERS LOCAL #517

- B. **Public Employee Performance Evaluation (Government Code Section 54957)**

Title: District Manager

RECONVENE TO OPEN SESSION; REPORT FROM CLOSED SESSION, IF ANY –

06:17pm

No Reportable Actions



MINUTES

Exeter District Ambulance Governing Board

President	Adam Pfenning
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ADJOURNMENT

Motion to adjourn (BR) seconded (MR) at 6:23pm. 4-0-0.

Next Regular Meeting: Thursday, November 22, 2021, 5:30pm

MINUTES CERTIFICATION

I, Diana Mendez, Board Secretary, Exeter District Ambulance, do hereby declare under penalty of perjury that the above minutes are a true depiction of all actions taken at the Board meeting held on the first date above at Meeting Room 302 E. Palm Street, Exeter, CA.

Date: October 25, 2021

Diana Mendez
Board Secretary



EXETER DISTRICT AMBULANCE

302 E. Palm
Exeter, CA 93221

Phone: 559-594-5250
Fax: 559-592-2301

Lapse in Zone 5 Coverage on 10/10/2021

Zone 5 did not have an EDA ALS unit for coverage from approximately 08:00 until 10:30. There was a single EBLs unit on during that time and through the end of the day.

Initial staffing plan for the weekend 10/09/2021 through 10/11/2021

Due to a COVID-19 outbreak within EDA crews starting on 09/17/2021 and worsening through 10/7/2021, EDA had been sporadically sort of available Medics to staff ALS units. This was especially true on weekends since 4 of the unavailable Medics were the normal weekend staff. A summary of the infections will be included at the end of the report for information only.

Initially, for the weekend, I had notified the SSM group that there would only a single ALS unit on Saturday, Sunday, and Monday, with at least 1 EBLs unit available during those days to assist. I also called dispatch and notified them of the staffing for the weekend. Additionally, I also notified Dale Dotson of the shortage and potential issues for that and the next weekend. This was on Thursday. I further made sure that the EDA Board was notified of the COVID outbreak and the subsequent staffing issues.

Loss of initial Sunday coverage

The staffing for that Saturday included 2 ALS units, with one scheduled to sign off at 8pm, leaving the second one to complete the evening and hand off to the incoming relief crew as normal on Sunday morning. However, on Friday afternoon, the EMT on 817 tested positive and we had to quarantine that crew, which included the Medic intended to cover Sunday. We were able to get another full time Medic to commit to cover Sunday except he would only be onsite at 11am. We made arrangements for the outgoing medic to hold over. Since there was no change in the reported staffing, I did not attempt to send any notifications out.

Loss of initial overnight ALS unit for Saturday/Sunday

On Saturday late afternoon, the medic on the unit that was to cover the remainder of Saturday reported the onset of flu-like symptoms. The Medic was then tested at KDH with a negative result for COVID. However, the symptoms got progressively worse rapidly and we had no choice but to send that Medic home. I called dispatch to notify them that we were likely to be without any ALS coverage from 8pm until 8am the following day. I then returned to attempting to secure a Medic. The remaining Medic, who was originally scheduled to leave at 8pm, managed to rearrange his travel plans and volunteered to cover the remainder of the shift on condition that he leave at 8am on Sunday. We were unable to secure any other coverage on short notice for the potential 3 hours difference. I then called dispatch back to alert them that we would have an ALS unit until 8am Sunday and that there would be a gap in coverage until the replacement came in at approximately 11am. Ultimately, the relief crew came in and were in service before 11am. On Monday, I notified members of the EDA board of the issues faced over the weekend.



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Lessons learned

The SSM group should have been individually notified as soon as it was clear that there would be a lapse in coverage, and an attempt to arrange some accommodation with other providers should have been made by me. Additionally, it might have been helpful to include more detail in my communication with dispatch, especially about arranging coverage for the three-hour period. I instead spent most of the time attempting to find an available medic. I did not receive the text message from Brian Shervem on Saturday night asking about the lapse in Sunday's coverage until Monday morning.

COVID infection timeline

Note that EDA was already working with a shortage of full-time Medics, with one position open.

On 09/17/2021 a Medic and EMT were sent to staff a unit for the KNP fire. Late that same day, the Medic experienced a sudden onset of symptoms and eventually tested positive for COVID. Both were ordered to return immediately and were placed in quarantine. A replacement crew was sent out in a different unit. That replacement unit completed their scheduled standby coverage without incident.

The next replacement crew took over the standby at the fire and for three days were fine until the EMT started showing symptoms and then tested positive for COVID on 09/27/2021. They were ordered to return and placed in quarantine. At that point a decision was made to forego the fire standby and concentrate on staffing units for our regular coverage of Exeter/Farmersville, Lindsay, and Woodlake. Two days later the Medic also tested positive.

On 10/01/2021, a medic who was scheduled to come in for his regular Exeter shift complained of flu-like symptoms. We instructed him to obtain a test and it came out positive. We immediately placed that Medic and his regular EMT partner on quarantine, and the EMT partner tested positive the next day.

On 10/07/2021, the EMT on the Woodlake unit complained of a sudden onset of fever and eventually tested positive for COVID-19. We placed the crew in quarantine immediately.

On 10/09/2021, a Medic tested negative for COVID but was clearly very ill with the flu (subsequent COVID tests were also negative) and was sent home.

On the Sunday in question, EDA had 5 Medics and 3 EMTs on COVID leave. All were Full Time crew. By that point, all remaining Medics had been working a significantly higher shift load than normal.

Going Forward

We have since seen the return of 2 Medics and 2 EMTs to full duty. 1 Medic is still out with long-term issues due to COVID-19. One Medic is likely to return the week of 10/19/2021 barring unforeseen relapse, and one Medic has developed some serious side-effects that are still being evaluated so an ETA is not currently available. EDA has also brought on a Full Time Medic from out-of-county who we hope will also be available for full use the week of 10/19/2021. All this should stabilize the scheduling. In



**EXETER DISTRICT
AMBULANCE**

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addition, our goal will be to staff an EBLs unit whenever and wherever possible, especially if we will be at fewer than 3 ALS units.

Peter Sodhy
District Manager
Exeter District Ambulance
10/18/2021

Balance Sheet

As of September 30, 2021

	Sep 30, 21
ASSETS	
Current Assets	
Checking/Savings	
1004 · Bank of Sierra Checking	71,062.29
1006 · Bank of Sierra Money Market	6,006.69
1005 · LAIF	178,047.43
1030 · Petty Cash	150.00
Total Checking/Savings	255,266.41
Accounts Receivable	
1200 · Account Receivable	1,005,747.93
1210 · Allowance for Bad Debt	-308,000.00
Total Accounts Receivable	697,747.93
Other Current Assets	
1200-05 · Accrued Interest	789.70
1400 · Prepaid Expenses	32,973.10
Total Other Current Assets	33,762.80
Total Current Assets	986,777.14
Fixed Assets	
1500 · Fixed Assets	
1450.0 · Other Asset - Grant Equipment	5,145.45
1500-05 · Land	141,820.00
1500-10 · Buildings and Improvements	505,359.66
1500-20 · Vehicles & Medical Equipment	683,679.20
1500-30 · Office Equipment & Fixtures	74,522.86
Total 1500 · Fixed Assets	1,410,527.17
1600 · Allowance for Depreciation	-1,156,692.82
Total Fixed Assets	253,834.35
Other Assets	
1700.0 · Deferred Outflows of Resources	251,981.00
Total Other Assets	251,981.00
TOTAL ASSETS	1,492,592.49
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	104,200.41
Total Accounts Payable	104,200.41
Other Current Liabilities	
2160 · Accrued Expenses	31,868.95
2100 · Payroll Liabilities	
2100-20 · Federal PR Taxes	17.44
2100-50 · Union Dues	-1,434.00
2100 · Payroll Liabilities - Other	-4.74
Total 2100 · Payroll Liabilities	-1,421.30
2111 · *Direct Deposit Liabilities	-39,627.07
2150 · Accrued Vacation, Sick Pay	39,435.70
Total Other Current Liabilities	30,256.28
Total Current Liabilities	134,456.69
Long Term Liabilities	

EXETER DISTRICT AMBULANCE
Balance Sheet
As of September 30, 2021

	<u>Sep 30, 21</u>
2211 · Net Pension Liability	477,281.00
2900.0 · Deferred inflows of Resources	101,781.00
Total Long Term Liabilities	<u>579,062.00</u>
Total Liabilities	713,518.69
Equity	
33000 · Reserve for Contingencies	52,500.00
32000 · Unrestricted Net Assets	638,773.51
Net Income	87,800.29
Total Equity	<u>779,073.80</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,492,592.49</u></u>

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through September 2021

	Jul - Sep 21	Jul - Sep 20
Ordinary Income/Expense		
Income		
4010 · Services Revenue		
5030 · Other Charge Write-off	-421,132.83	-643,398.74
5020 · Contractual Write-Off	-766,232.08	-615,357.27
4010-10 · Revenue Adjustment	13,028.29	-18,778.51
4010 · Services Revenue - Other	1,842,082.97	1,879,372.34
Total 4010 · Services Revenue	667,746.35	601,837.82
4015 · Bad Debt Recovery	13,082.80	3,189.32
4020 · Miscellaneous Income		
4020-20 · Interest Income	4.03	0.65
4020-40 · Other Income	783.60	1,995.74
Total 4020 · Miscellaneous Income	787.63	1,996.39
4040 · Overpayments	3,748.92	5,166.13
Total Income	685,365.70	612,189.66
Cost of Goods Sold		
5040 · Bad Debt Expense	111,669.83	99,754.43
Total COGS	111,669.83	99,754.43
Gross Profit	573,695.87	512,435.23
Expense		
5050 · Refunds	3,748.92	5,191.13
6805 · Special District Expenses	0.00	0.00
5065 · Bank service charge	292.74	950.40
6200 · Communications		
6200-10 · Dispatch	25,133.97	18,327.20
6200-30 · Telephone	2,897.93	2,406.23
6200 · Communications - Other	1,947.49	1,278.06
Total 6200 · Communications	29,979.39	22,011.49
6270 · Fines and Assessments	9,220.00	0.00
6300 · Fuel & Oil	16,688.90	15,141.23
6400 · Insurance		
6400-10 · General Liability Insurance	3,664.00	13,794.00
6400-20 · Health Insurance	26,996.30	56,696.40
6400-40 · Worker's Compensation Insurance	23,893.28	26,531.86
6400-50 · AFLAC Insurance	263.86	558.92
Total 6400 · Insurance	54,817.44	97,581.18
6500 · Maintenance		
6500-10 · Buildings and Grounds	2,426.30	1,411.45
6500-20 · Computers and Equipment	2,336.81	2,589.70
6500-30 · Vehicle Maintenance	13,449.86	21,026.60
Total 6500 · Maintenance	18,212.97	25,027.75
6510 · Memberships	255.00	180.00
6530 · Office Expense	6,162.01	2,933.79
6580 · Other Direct Employee Costs	384.00	0.00
6600 · Professional Services		
6600-50 · Billing Service	20,138.84	12,889.99
6600-10 · Accounting Services	7,255.00	5,705.00
6600-20 · Legal Services	280.00	15,155.00
6600 · Professional Services - Other	3,000.00	3,000.00
Total 6600 · Professional Services	30,673.84	36,749.99
6650 · Publications and Legal Notices	0.00	467.50
6700 · Payroll Expenses		
6700-50 · Pension Expense-GASB 68	700.00	700.00

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through September 2021

	<u>Jul - Sep 21</u>	<u>Jul - Sep 20</u>
6700-20 · Regular Wages	272,055.12	261,409.75
6700-30 · Payroll Taxes	6,260.17	6,742.21
6700-40 · PERS - Company Contribution	14,738.23	35,803.25
6700 · Payroll Expenses - Other	305.80	270.65
Total 6700 · Payroll Expenses	294,059.32	304,925.86
6800 · Rents		
6800-10 · Rent Reimbursements	-2,403.19	-2,177.95
6800 · Rents - Other	3,250.00	4,875.00
Total 6800 · Rents	846.81	2,697.05
6810 · Service and Supplies		
6810-10 · Medical Supplies	12,256.56	9,106.06
Total 6810 · Service and Supplies	12,256.56	9,106.06
6820 · Training/Seminars and Supplies	0.00	200.00
6850 · Uniform Allowance	360.02	1,593.74
6900 · Utilities		
6900-10 · Gas and Electric	7,492.66	5,648.54
6900-20 · Water and Sewer	445.00	420.00
Total 6900 · Utilities	7,937.66	6,068.54
Total Expense	485,895.58	530,825.71
Net Ordinary Income	87,800.29	-18,390.48
Net Income	87,800.29	-18,390.48

MEMORANDUM FROM GENERAL COUNSEL

October 25, 2021

TO: Exeter District Ambulance
Board of Directors

RE: Remote District Board Meetings Under New Brown Act Requirements (AB 361)

INTRODUCTION

On September 16, 2021, Governor Gavin Newsom signed AB 361 into law. AB 361 amends the Brown Act to allow for remote public meetings without having to comply with standard provisions and restrictions for remote meetings under the Brown. AB 361 temporarily writes into the Brown Act some remote meeting requirements the District has already met and implemented under the Governor's prior Executive Orders issued during the COVID-19 pandemic.

AB 361 includes additional requirements in the form of an initial authorizing resolution (effective for up to 30 days) and subsequent resolutions to extend the use of remote meetings for additional periods of 30 days thereafter. The bill included an urgency provision making the law immediately effective upon signature by the Governor.

On September 20, 2021, Governor Newsom issued Executive Order N-15-21 suspending the provisions of AB 361 until October 1, 2021, to allow for the expiration of Executive Order N-8-21 by its own terms on September 30, 2021. Executive Order N-8-21 extended the expiration date of Executive Orders N-29-20 and N-25-20, which originally implemented suspension of the remote meeting compliance obligations under the Brown Act throughout the COVID-19 pandemic.

The decision to utilize remote meetings under AB 361 is a policy matter solely within the Board's discretion. If the Board does wish to have the ability to meet remotely per AB 361, the District will have to meet compliance requirements including adoption of the attached Resolution. Alternatively, the District may comply with the standard remote teleconference meeting requirements under the Brown Act for Directors who wish to teleconference.

ACTION

If the Board wishes to proceed with remote meetings per AB 361, it may adopt by motion the Resolution Authorizing Remote Teleconference Public Meetings by the Board of Directors.

BACKGROUND

The District must comply with the provisions of the Brown Act implemented by AB 361 for remote meetings, **or** it must comply with the pre-COVID-19 requirements for remote meetings set forth in Government Code section 54953(b)(3).

If the District chooses to utilize the option for remote meetings under AB 361, it can continue using the remote meeting procedures it has been using throughout the COVID-19 pandemic, subject to certain requirements that must be considered as part of the initial determination (by resolution) to adopt remote meeting protocols. Once adopted, the initial authorizing resolution is effective for not more than 30 days.

The District may extend the authorization for an additional thirty (30) days via another resolution that makes specific findings in support of continuing remote meetings. The District may continue to extend the authorization in additional thirty (30) increments for the duration of the declared emergency, or until the District Board decides to return to in-person meetings, or otherwise complies with the regular remote meeting requirements of the Brown Act.

The following are the differences between standard Brown Act remote teleconferencing and AB 361 teleconferencing:

Brown Act Requirement	Requirement Under AB 361
If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.	<ul style="list-style-type: none"> • Agendas not required to be posted at all teleconference locations. • Meeting must still be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

Important Note: Local agencies must still provide advance notice of public meetings and must still post meeting agendas consistent with the provisions of the Brown Act. AB 361 does nothing to change the fact that meetings must still be noticed and agendized in advance.

If the legislative body of a local agency elects to use teleconferencing, each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public.	<ul style="list-style-type: none"> • Agendas are not required to identify each teleconference location in the meeting notice/agenda. • Local agencies are not required to make each teleconference location accessible to the public.
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<p>If the legislative body of a local agency elects to use teleconferencing during the teleconferenced meeting, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction.</p>	<ul style="list-style-type: none">• No requirement to have a quorum of board members participate from within the territorial bounds of the local agency’s jurisdiction.
<p>If the legislative body of a local agency elects to use teleconferencing, the agenda shall provide an opportunity for members of the public to address the legislative body directly at each teleconference location.</p>	<ul style="list-style-type: none">• In each instance in which notice of the time of the teleconferenced meeting is given or the agenda for the meeting is posted, the legislative body shall also give notice of the manner by which members of the public may access the meeting and offer public comment.• The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option.• The legislative body shall allow members of the public to access the meeting, and the agenda shall include an opportunity for members of the public to address the legislative body directly.• In the event of a disruption which prevents the local agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency’s control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored.• Written/remote public comment must be accepted until the point at which the public comment period is formally closed; registration/sign-up to provide/be recognized to provide public comment can only be closed when the public comment period is formally closed.

RESOLUTION NO. _____**A RESOLUTION OF THE BOARD OF DIRECTORS OF
EXETER DISTRICT AMBULANCE AUTHORIZING REMOTE
TELECONFERENCE MEETINGS BY THE BOARD OF
DIRECTORS IN ACCORDANCE WITH ASSEMBLY BILL 361**

WHEREAS, COVID-19 (also known as the “Coronavirus Disease”) is a respiratory disease which was first detected in China and has now spread across the globe, with multiple confirmed cases in California, including the Exeter District Ambulance; and

WHEREAS, on January 31, 2020, the United States Secretary of Health and Human Services declared a public health emergency based on the threat caused by COVID-19, and the President of the United States issued a Proclamation Declaring a National Emergency Concerning COVID-19 beginning March 1, 2020; and

WHEREAS, in response to COVID-19, the Governor of the State of California issued a Proclamation of a State of Emergency in response to COVID-19 on March 4, 2020; and

WHEREAS, the Cities of Selma, Kingsburg, and Fowler and the County of Fresno adopted a proclamation of a local emergency related to the COVID-19 virus; and

WHEREAS, the District is committed to preserving and fostering public access, transparency, observation, and participation in meetings of the Board of Directors and Standing Committees; and

WHEREAS, all meetings of the Board of Directors and standing committees are open and public as required by the Ralph M. Brown Act, Government Code sections 54950 – 54963, so that any member of the public may attend, observe, and participate in a meaningful way; and

WHEREAS, Government Section 54953 (b) (3) of the Brown Act allows a local legislative body to hold public meetings by teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local legislative body, as long as the following requirements are met:

1. Each teleconference location from which a member is participating is noticed on the agenda;
2. Each teleconference location is accessible to the public;
3. Members of the public must be able to address the body at each teleconference location;
4. At least one member of the legislative body must be physically present at the location specified in the meeting agenda; and
5. During teleconference meetings, at least a quorum of the members of the local body must participate from locations within the local body’s territorial jurisdiction; and

WHEREAS, the Brown Act, as amended by AB 361 (2021), at Government Code section 54953(e) *et seq.*, allows for remote observation and participation in meetings by members of a legislative body and members of the public without compliance with the requirements of Government Code section 54953(b)(3), subject to certain conditions; and

WHEREAS, the initial required condition is a declaration of a state of emergency by the Governor pursuant to the California Emergency Services Act at Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and within the boundaries of the District caused by conditions as described in Government Code section 8558; and

WHEREAS, the Governor's Proclamation of a State of Emergency includes area within the jurisdictional boundaries of the District; and

WHEREAS, Government Code Section 54953(e)(3)(A-B) added by AB 361 provides an alternative to having public meetings in accordance with Government Code Section 54953(b)(3) when Board of Directors has reconsidered the circumstances of the COVID-19 state of emergency and that the following circumstances exist:

1. The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of Board of Directors and the members of the Standing Committees to meet safely in person; and
2. The State of California and the County of Fresno continue to recommend measures to promote social distancing.

WHEREAS, Government Code Section 54953(e) *et seq.* further requires that state or local officials have imposed or recommended measures to promote social distancing or the legislative body finds that meeting in person would present an imminent risk to the health or safety of attendees; and

WHEREAS, such conditions now exist in the District in that (i) State and Local officials recommend social distancing measures and (ii) emergency conditions evidenced by COVID-19 and its variants create ongoing COVID-19 cases, hospitalizations, and deaths and meeting in person would present imminent risk to health or safety of attendees; and

WHEREAS, the Board of Directors affirms that it will allow for observation and participation by Directors as well as Standing Committee Members and the public via teleconferencing as authorized under AB 361 in an effort to protect the constitutional and statutory rights of all attendees; and

WHEREAS, Government Code Section 54953 (e)(3) requires that the Board of Directors review the need and make findings for continuing the teleconferencing as authorized by AB 361 at least once every thirty days until the Governor terminates the state of emergency.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF EXETER DISTRICT AMBULANCE HEREBY RESOLVES AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. The Board of Directors finds that the state of emergency conditions related to COVID-19 as set forth of Proclamations of Emergency by the Governor, County of Fresno, and Cities of Selma, Kingsburg, and Fowler are on-going.

Section 3. The Board of Directors further finds that state and county official recommend social distancing conditions causing imminent risk to attendees as described above exist.

Section 4. The Board of Directors hereby recognize and affirm that the Cities of Selma, Kingsburg, and Fowler and the County of Fresno have adopted a proclamation of a local emergency related to the COVID-19 virus regarding the existence and conditions of a state of emergency as proclaimed by the Governor.

Section 5. The Board of Directors finds that the state of emergency as a result of COVID-19 continues to directly impact the ability of members of the Board of Directors and the members of standing committees to meet safely in person and such fact creates an imminent health risk to such members.

Section 6. The Board of Directors is authorized to conduct their meetings without compliance with Government Code section 54953(b)(3), and to instead comply with the remote meeting requirements as authorized by Government Code section 54953(e) *et seq.*

Section 7. The District Manager is authorized and directed to take all actions reasonably necessary to carry out the intent and purpose of this Resolution, including, conducting open and public meetings remotely in accordance with Government Code section 54953(e) *et seq.*, and other applicable provisions of the Brown Act, for all Board of Directors meetings, and all Boards, Commissions, and standing committee meetings of the City.

Section 8. This Resolution shall take effect immediately upon its adoption and shall be effective for 30 days or until such time as the Board of Directors adopts a Subsequent Resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors and standing committees may continue to meet remotely, without compliance with Government Code section 54953(b)(3), but otherwise as permitted by Government Code section 54953(e) *et seq.*

* * * * *

CERTIFICATION

The foregoing resolution was adopted on October ____, 2021, by the Board of Directors of Exeter District Ambulance by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing resolution was duly adopted by the Board of Directors at a meeting thereof held on October ____, 2021.

In witness thereof, I have set my hand the ____ day of _____ 2021.

Secretary of the Board of Directors



EXETER DISTRICT AMBULANCE

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Exeter, CA 93221

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DISTRICT MANAGER'S REPORT

District Board Meeting October 25th, 2021

OPERATIONS

- Daily Call Summary through year-end 20/21
- By comparison with last year:

	Calls		Response		Response Ratio		Transports		Trans/Resp Ratio		Units per day		Trans/Unit/Day	
	20/21	21/22	20/21	21/22	20/21	21/22	20/21	21/22	20/21	21/22	20/21	21/22	20/21	21/22
July	374	384	339	331	90.64%	86.20%	236	231	69.62%	69.79%	2.93	3.19	2.74	2.33
August	417	421	380	370	91.13%	87.89%	271	256	71.32%	69.19%	3.19	3.19	2.97	2.59
September	446	418	405	371	90.81%	88.76%	260	246	64.20%	66.31%	3.36	3.20	2.65	2.56
October	376		336		89.36%		235		69.94%		3.06		2.63	
November	426		379		88.97%		273		72.03%		3.07		2.16	
December	461		422		91.54%		294		69.67%		3.10		2.23	
January	399		358		89.72%		214		59.78%		3.23		2.33	
February	300		271		90.33%		184		67.90%		3.04		2.29	
March	306		266		86.93%		197		74.06%		3.16		1.90	
April	364		325		89.29%		231		71.08%		3.10		2.09	
May	362		323		89.23%		230		71.21%		3.10		2.12	
June	372		323		86.83%		230		71.21%		3.10		2.20	

- Staffing
 - We have filled the one open Full-Time position
 - We have 3 Per Diem Medics, and 5 Per Diem EMTs
 - One FT Medic is out on long-term COVID recovery, two FT Medics are out on short-term COVID recovery, and one FT EMT is out on maternity
- Vehicles and Communications Equipment
 - Unit 211 requires a new motor. All other units are operational and available.

OPERATIONAL PERFORMANCE

EDA has been experiencing critical staffing shortages for the last 4 weeks. This is resulted in uneven and unpredictable staffing, often changing on short notice. We have tried to make up the shortage by fielding EBLs units where and when possible, which has helped somewhat. However, on October 3rd, due to last-minute COVID protocols, we had a 3-hour span when there were no ALS units on at all. This resulted in some issues with APATC when the lack of timely information resulted in an absence of coverage by other units, leaving Exeter uncovered the entire time. Also, on October 10th, again due to COVID protocols, we were unable to field an ALS unit the entire day. This time, we had made prior arrangements with AAV to help with coverage from their Woodlake unit. A detailed report was presented to APATC concerning these. We did notify CCEMSA ahead of time of the potential shortages, and efforts were made to keep the rest of the providers informed, although on October 3rd these weren't as effective as would be hoped. At one time across the weekend of October 2nd, we had 8 crew



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members out on COVID-related protocols. While the remaining crews stepped up to cover the shortage, this has resulted in burnout due to exceedingly long hours.

SCHEDULING

Our scheduling is only now just beginning to return to some semblance of normal. We really don't expect to be at full capacity until mid-November at best.

COMPLIANCE

CCEMSA notified all Tulare providers that compliance tracking would be retroactively suspended from January 2021 until further notice. However, CCEMSA will continue to monitor the status of P1 and P2 calls and providers will continue to be required to complete monthly appeals.

THREE RIVERS COMMUNITY SOLUTION

No change for Three Rivers.

We continue to use Woodlake as our primary rural station, shared with AAV. CCEMSA has made strong recommendations that AAV & EDA return to Lemon Cove from Woodlake as this will at least provide a better possibility of meeting the Rural compliance for Three Rivers. This would mean leaving the Woodlake station.

SYSTEM STATUS MANAGEMENT

Policy 571 (Assess and Refer) and Policy 406 (suspension of P3 response) have both been rescinded for the time being. At present, all providers are suffering some level of staffing challenges but CCEMSA believes the situation no longer meets emergency requirements.