



AGENDA
Exeter District Ambulance
Governing Board
REGULAR MEETING

302 E. Palm St., Exeter, CA 93221
 Monday, October 29th, 2018, 5:30pm
 District Office Meeting Room

President	Adam Pfenning
Vice President	VACANT
Secretary	Diana Mendez
Board Member	Tony Miller
Board Member	VACANT

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. All attendees are advised that pagers, cell phones, and any other communication devices should be powered off upon entering the Board meeting. The Board may consider and act on an agenda item in any order it deems appropriate. Actual timed items may be heard later but not before the time set on agenda. Persons interested in an item listed on the agenda are advised to be present throughout the meeting to ensure their presence when the item is called.

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 five (5) 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 for Regular Meeting of September, 2018
- B. Approval of Collections/Write Offs—October 2018

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

- None

NEW BUSINESS

- A. Audit Report presentation from M Green and Company, LLC**
- B. Reports from District Accountant (informational only)**
 - 1. Monthly Income Statement: September 2018
 - 2. Profit and Loss Summary: September 2018
- C. District Operations Overview**
- D. Expansion of Woodlake Operations: consider proposal to expand operations**
 - 1. Consider and vote on proposed MOU from the city
 - 2. Consider and vote on proposed Lease from the Fire District

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 five (5) minutes.

CLOSED SESSION

- A. Conference with Legal Counsel – Existing Litigation**
Pursuant to Government Code Section 54956.9
Jennifer Rios v. Exeter District Ambulance
- B. Conference with Labor Negotiator pursuant to Government Code Section 54957.6**
Agency Negotiator: District Counsel and District Manager
Employee Organization: Teamsters Local 517

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

ADJOURNMENT

Next Regular Meeting: November 26, 2018 or TBD

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 24th, 2018
 5:30pm

President	Adam Pfenning
Vice President	VACANT
Secretary	Diana Mendez
Board Member	Tony Miller
Board Member	VACANT

Present: Adam Pfenning (AP), Tony Miller (TM), Diana Mendez (DM),
Also Present: District Counsel Hilda Montoy (HM), District Manager Peter Sodhy (PS)

OPENING

- Welcome – Mr. Pfenning
- Call to Order – Mr. Pfenning at 5:30pm
- Roll Call – Mr. Pfenning
- Pledge of Allegiance – Mr. Pfenning

PUBLIC COMMENT

1. No comments from the public

AGENDA APPROVAL

A motion was made (TM) and seconded (DM). 3-0-2.

ACTION ITEMS

- A. **Reports from District Accountant (*informational only*)**
 District Accountant was not in attendance. Report was distributed as included in the packet.

- B. **Reports from the District Manager**
 August significantly showed an increase in average daily transports over July. This average of 8.77 was very close to the target of 9 set in the draft budget. It also represents the 4th consecutive month of such increases.
 On the staffing front, TJ Caezza has come aboard as our new Full Time Paramedic. We also onboarded Andres Diaz as a Per Diem Paramedic. We have one Medic out on short term disability due to a back spasm. She is expected back in October. One EMT remains out also on short term disability due to eye surgery. He is expected back in early October. Quarterly evaluations are almost all complete.
 We have one vehicle out for maintenance, and all others are running normally and entered into a regular maintenance cycle.
 EDA ambulances and crews performed standby service at Exeter and Woodlake football games as well as community outreach appearances in Exeter and Woodlake.
 The annual audit by M Green and Company has begun. The final audit report is expected to be presented at the October meeting.
 EDA received the formal letter taking us off of Material Breach of Contract. However, due to problems arising from a bad CAD cutover, some data for end of August was lost. This has resulted in CCEMSA delaying the processing of appeals for Tulare County providers. At this point we do not know what our official compliance status is for August.
 The District Manager continues to work on building the solo ALS solution for the community of Three Rivers. While it remains slow going, it all remains positive forward movement.

- C. **District Elections**
 District Counsel reported that the Elections office continues to be confused about the

number of seats up for election. District Counsel spent quite a bit of time with them on the phone to eventually straighten it all out. The incumbent seat will now be appointed without need for an election. If the board has recommendations to fill the vacant seats please send them to the District Manager before October 10th so he can notify the Elections Office. DM moved to recommend appointment of AP to District 2. TM seconded. Carried 3-0-2.

D. Adopt a Conflict of Interest Code per required State Law

District Counsel presented the code which is very standard. After a short explanation of the code, TM moved to accept, DM seconded. 3-0-2

E. Set the date for the December Board Meeting

The board discussed fixing the November meeting for Nov 26 with the proviso that that agenda be sent out much earlier to accommodate the Thanksgiving break. There was also consensus that the December meeting can be set for Dec 17, both at 5:30pm. TM moved to accept, DM seconded. 3-0-2.

CONSENT CALENDAR

A motion was made (DM) and seconded (TM) to approve the consent calendar. 3-0-2.

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

No public comments

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS

DM requested that an overview of normal District operations be made at the next meeting to include how we work with other providers and how the district is supported.

PUBLIC COMMENT REGARDING CLOSED SESSION

1. No public comments

CLOSED SESSION – 6:00pm

A. Conference with Legal Counsel – Existing Litigation

Pursuant to Government Code Section 54956.9

Jennifer Rios v. Exeter District Ambulance

B. Conference with Labor Negotiator pursuant to Government Code Section 54957.6

Agency Negotiator: District Counsel and District Manager

Employee Organization: Teamsters Local 517

RECONVENE TO OPEN SESSION; REPORT FROM CLOSED SESSION - 7:49pm

No reportable actions

ORGANIZATIONAL BUSINESS

None

ADJOURNMENT

Motion to adjourn (DM) seconded (TM) at 6:50pm. 3-0-2.

Next Regular Meeting: October 29, 2018

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 29th, 2018

Diana Mendez
Board Secretary

5:40 PM

EXETER DISTRICT AMBULANCE

10/16/18

Balance Sheet

Accrual Basis

As of September 30, 2018

	Sep 30, 18
ASSETS	
Current Assets	
Checking/Savings	
1004 · Bank of Sierra Checking	43,822.09
1006 · Bank of Sierra Money Market	100,917.26
1005 · LAIF	168,700.09
1030 · Petty Cash	150.00
Total Checking/Savings	313,589.44
Accounts Receivable	
1200 · Account Receivable	364,544.65
1210 · Allowance for Bad Debt	-60,000.00
Total Accounts Receivable	304,544.65
Other Current Assets	
1260 · Other Receivables	-13,957.79
1200-05 · Accrued Interest	800.49
1400 · Prepaid Expenses	7,268.48
Total Other Current Assets	-5,888.82
Total Current Assets	612,245.27
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	738,304.01
1500-30 · Office Equipment & Fixtures	71,522.86
Total 1500 · Fixed Assets	1,462,151.98
1600 · Allowance for Depreciation	-1,011,336.71
Total Fixed Assets	450,815.27
Other Assets	
1700.0 · Deferred Outflows of Resources	226,317.70
Total Other Assets	226,317.70
TOTAL ASSETS	1,289,378.24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	47,049.11
Total Accounts Payable	47,049.11
Other Current Liabilities	
2160 · Accrued Expenses	35,500.27
2100 · Payroll Liabilities	
2100-10 · California PR Taxes	-4.71
2100-20 · Federal PR Taxes	533.26
2100-50 · Union Dues	94.00
2100 · Payroll Liabilities - Other	-23.13
Total 2100 · Payroll Liabilities	599.42
2150 · Accrued Vacation, Sick Pay	29,696.35
Total Other Current Liabilities	65,796.04
Total Current Liabilities	112,845.15

5:40 PM

10/16/18

Accrual Basis

EXETER DISTRICT AMBULANCE

Balance Sheet

As of September 30, 2018

7

	Sep 30, 18
Long Term Liabilities	
2211 · Net Pension Liability	569,451.96
2900.0 · Deferred inflows of Resources	77,753.00
Total Long Term Liabilities	647,204.96
Total Liabilities	760,050.11
Equity	
33000 · Reserve for Contingencies	52,500.00
32000 · Unrestricted Net Assets	502,361.48
Net Income	-25,533.35
Total Equity	529,328.13
TOTAL LIABILITIES & EQUITY	1,289,378.24

EXETER DISTRICT AMBULANCE

10/16/18

Profit & Loss

Accrual Basis

July through September 2018

	Jul - Sep 18
Ordinary Income/Expense	
Income	
4010 · Services Revenue	
5030 · Other Charge Write-off	-71,632.44
5020 · Contractual Write-Off	-1,263,996.84
4010-10 · Revenue Adjustment	-114,694.62
4010 · Services Revenue - Other	1,939,701.72
Total 4010 · Services Revenue	489,377.82
4015 · Bad Debt Recovery	786.19
4020 · Miscellaneous Income	
4020-20 · Interest Income	20.14
4020-40 · Other Income	7,632.30
Total 4020 · Miscellaneous Income	7,652.44
4040 · Overpayments	-2,873.57
Total Income	494,942.88
Cost of Goods Sold	
5040 · Bad Debt Expense	36,782.27
Total COGS	36,782.27
Gross Profit	458,160.61
Expense	
5065 · Bank service charge	908.83
6200 · Communications	
6200-10 · Dispatch	22,704.00
6200-30 · Telephone	2,585.52
6200 · Communications - Other	645.82
Total 6200 · Communications	25,935.34
6300 · Fuel & Oil	17,653.70
6400 · Insurance	
6400-10 · General Liability Insurance	11,196.25
6400-20 · Health Insurance	35,475.73
6400-40 · Worker's Compensation Insurance	4,486.78
6400-50 · AFLAC Insurance	0.00
Total 6400 · Insurance	51,158.76
6500 · Maintenance	
6500-10 · Buildings and Grounds	1,478.33
6500-20 · Computers and Equipment	3,028.89
6500-30 · Vehicle Maintenance	54,888.42
Total 6500 · Maintenance	59,395.64
6510 · Memberships	200.00
6530 · Office Expense	3,616.42
6600 · Professional Services	
6600-40 · Consulting Services	1,497.00
6600-10 · Accounting Services	4,500.00
6600-20 · Legal Services	5,892.50
6600 · Professional Services - Other	3,700.00
Total 6600 · Professional Services	15,589.50
6650 · Publications and Legal Notices	315.00
6700 · Payroll Expenses	
6700-20 · Regular Wages	254,950.60
6700-30 · Payroll Taxes	7,155.45
6700-40 · PERS - Company Contribution	27,621.48
6700 · Payroll Expenses - Other	277.80

Profit & Loss

July through September 2018

	Jul - Sep 18
Total 6700 · Payroll Expenses	290,005.33
6800 · Rents	3,348.54
6810 · Service and Supplies	
6810-10 · Medical Supplies	10,386.23
6810 · Service and Supplies - Other	140.00
Total 6810 · Service and Supplies	10,526.23
6820 · Training/Seminars and Supplies	340.00
6830 · Travel and Transportation	0.00
6850 · Uniform Allowance	1,319.20
6900 · Utilities	
6900-10 · Gas and Electric	3,050.81
6900-20 · Water and Sewer	330.66
Total 6900 · Utilities	3,381.47
Total Expense	483,693.96
Net Ordinary Income	-25,533.35
Net Income	-25,533.35

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through September 2018/2017

	<u>Jul - Sep 18</u>	<u>Jul - Sep 17</u>
Ordinary Income/Expense		
Income		
4010 · Services Revenue		
5030 · Other Charge Write-off	-71,632.44	-102,313.04
5020 · Contractual Write-Off	-1,263,996.84	-1,777,859.44
4010-10 · Revenue Adjustment	-114,694.62	143,430.38
4010 · Services Revenue - Other	1,939,701.72	2,294,517.76
Total 4010 · Services Revenue	489,377.82	557,775.66
4015 · Bad Debt Recovery	786.19	2,505.42
4020 · Miscellaneous Income		
4020-20 · Interest Income	20.14	260.59
4020-40 · Other Income	7,632.30	519.92
Total 4020 · Miscellaneous Income	7,652.44	780.51
4040 · Overpayments	-2,873.57	-5,172.17
Total Income	494,942.88	555,889.42
Cost of Goods Sold		
5040 · Bad Debt Expense	36,782.27	31,536.99
Total COGS	36,782.27	31,536.99
Gross Profit	458,160.61	524,352.43
Expense		
5065 · Bank service charge	908.83	964.54
6200 · Communications		
6200-10 · Dispatch	22,704.00	28,248.00
6200-30 · Telephone	2,585.52	1,981.00
6200 · Communications - Other	645.82	461.24
Total 6200 · Communications	25,935.34	30,690.24
6270 · Fines and Assessments	0.00	785.00
6300 · Fuel & Oil	17,653.70	14,273.78
6400 · Insurance		
6400-10 · General Liability Insurance	11,196.25	10,082.00
6400-20 · Health Insurance	35,475.73	19,183.26
6400-40 · Worker's Compensation Insurance	4,486.78	13,287.79
6400-50 · AFLAC Insurance	0.00	-155.50
Total 6400 · Insurance	51,158.76	42,397.55
6450 · Interest Expense	0.00	9.13
6500 · Maintenance		
6500-10 · Buildings and Grounds	1,478.33	1,952.08
6500-20 · Computers and Equipment	3,028.89	8,697.49
6500-30 · Vehicle Maintenance	54,888.42	28,781.04
Total 6500 · Maintenance	59,395.64	39,430.61
6510 · Memberships	200.00	30.00

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through September 2018/2017

11

	<u>Jul - Sep 18</u>	<u>Jul - Sep 17</u>
6530 • Office Expense	3,616.42	3,765.26
6600 • Professional Services		
6600-40 • Consulting Services	1,497.00	1,497.00
6600-10 • Accounting Services	4,500.00	18,250.00
6600-20 • Legal Services	5,892.50	0.00
6600 • Professional Services - Other	3,700.00	3,000.00
Total 6600 • Professional Services	15,589.50	22,747.00
6650 • Publications and Legal Notices	315.00	307.50
6700 • Payroll Expenses		
6700-20 • Regular Wages	254,950.60	264,676.27
6700-30 • Payroll Taxes	7,155.45	9,666.08
6700-40 • PERS - Company Contribution	27,621.48	31,579.33
6700 • Payroll Expenses - Other	277.80	274.30
Total 6700 • Payroll Expenses	290,005.33	306,195.98
6800 • Rents	3,348.54	4,186.11
6810 • Service and Supplies		
6810-10 • Medical Supplies	10,386.23	13,197.22
6810 • Service and Supplies - Other	140.00	640.00
Total 6810 • Service and Supplies	10,526.23	13,837.22
6820 • Training/Seminars and Supplies	340.00	0.00
6830 • Travel and Transportation	0.00	0.00
6850 • Uniform Allowance	1,319.20	1,897.39
6900 • Utilities		
6900-10 • Gas and Electric	3,050.81	2,669.07
6900-20 • Water and Sewer	330.66	214.00
6900 • Utilities - Other	0.00	479.97
Total 6900 • Utilities	3,381.47	3,363.04
Total Expense	483,693.96	484,880.35
Net Ordinary Income	-25,533.35	39,472.08
Net Income	-25,533.35	39,472.08

EXETER DISTRICT AMBULANCE

10/16/2018 11:53 AM

Register: 1004 · Bank of Sierra Checking

From 09/01/2018 through 09/30/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/01/2018			12000 · *Undeposited ...	Deposit		X	100.00	79,952.36
09/04/2018	7984	Tulare County Cons. ...	6200 · Communication...	Inv.# EDA-000...	7,304.00	X		72,648.36
09/04/2018	7985	CERT Services	-split-	ACLS Certifica...	140.00	X		72,508.36
09/04/2018	7986	TF Tire & Service	-split-	Acct No. 5470	1,249.96	X		71,258.40
09/04/2018	7987	Pacific Employers	6510 · Memberships	Inv.# 00053824	180.00	X		71,078.40
09/04/2018	7988	SoCalGas	6900 · Utilities:6900-1...	Acct# 142 616 ...	37.09	X		71,041.31
09/04/2018	7989	City of Exeter	-split-	Acct.# 109-001...	110.22	X		70,931.09
09/04/2018	7990	Monarch Ford	-split-	Cust # 6085	1,409.98	X		69,521.11
09/04/2018	7991	Petty Cash	-split-	Reimb. to Petty...	97.51	X		69,423.60
09/04/2018	7992	Delta Health Systems	4010 · Services Revenue	Call Number 1...	937.98	X		68,485.62
09/04/2018	7993	Rachel Merk	4040 · Overpayments		106.95			68,378.67
09/04/2018	7994	Beatwear	-split-	Inv. # 5419	341.74	X		68,036.93
09/04/2018	7995	Martins Tire & Auto ...	6500 · Maintenance:65...	Inv.#11008843	81.00	X		67,955.93
09/04/2018	7996	Fresno Oxygen	-split-	Account # 25295	82.16	X		67,873.77
09/04/2018	7997	Guardian EMS	-split-	Cust ID# 338738	1,560.58	X		66,313.19
09/04/2018	7998	Verizon Wireless	6200 · Communication...	Acct. # 370499...	522.26	X		65,790.93
09/04/2018	7999	eCore Software Inc.	-split-	Cust # 156202	210.00	X		65,580.93
09/04/2018	8000	Valley Pacific Petrol...	6300 · Fuel & Oil	Acct. 71166	2,604.82	X		62,976.11
09/04/2018	8001	Charter Communicati...	6200 · Communications	Acct.# 8203 12...	167.84	X		62,808.27
09/05/2018			12000 · *Undeposited ...	Deposit		X	50.00	62,858.27
09/05/2018			12000 · *Undeposited ...	Deposit		X	25.00	62,883.27
09/05/2018		QuickBooks Payroll ...	6700 · Payroll Expenses	Created by Dir...	1.60	X		62,881.67
09/05/2018	8008	Cortex EDI, Inc.	6530 · Office Expense	Acct.# 45231	70.00	X		62,811.67
09/05/2018	8009	AFLAC	6400 · Insurance:6400-...	Acct. # HU631	250.42	X		62,561.25
09/06/2018			12000 · *Undeposited ...	Deposit		X	167.57	62,728.82
09/06/2018			12000 · *Undeposited ...	Deposit		X	430.05	63,158.87
09/06/2018	DD	Chadi Kahwaji Incor...	6600 · Professional Ser...	Inv.# 41	1,000.00	X		62,158.87
09/06/2018	8002	Guardian	-split-	Group ID: 00 4...	1,031.95	X		61,126.92
09/06/2018		QuickBooks Payroll ...	-split-	Created by Pay...	28,875.90	X		32,251.02
09/07/2018			12000 · *Undeposited ...	Deposit		X	3,956.58	36,207.60
09/07/2018	8003	Teamsters Local 517	2100 · Payroll Liabiliti...		1,344.00	X		34,863.60
09/07/2018	8004	CA State Disburseme...	-split-	ID# 10700788...	29.40	X		34,834.20
09/07/2018	8005	Sodhy, Peter K.	6580 · Other Direct E...	Reimbursement...	104.00	X		34,730.20
09/07/2018	8006	Banuelos, Peter	-split-		1,746.33	X		32,983.87
09/07/2018	8007	Stockdale, Gabrielle F	-split-		675.33	X		32,308.54
09/07/2018	DD	Blair, Paul B.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Carnes, Kevin M	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Garcia, Jesse C.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Gray, Cresencia M	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Handley, Misty B.	-split-	Direct Deposit		X		32,308.54

EXETER DISTRICT AMBULANCE

13
10/16/2018 11:53 AM

Register: 1004 · Bank of Sierra Checking

From 09/01/2018 through 09/30/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/07/2018	DD	Huckins, Anthony L.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Hutchinson, Jillian R	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Johnson, Adam E.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Johnson, Travis J	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Jones, Steven W.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Lester, Savannah B	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Lindsey, Michael T	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Lopez, Linzi	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Martinez, Yvette	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	McCoy, Brian R.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Miller, Linda M.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Ray, Allen D	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Ruiz Rodriguez, Mic...	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Sodhy, Peter K.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Stahl, Timothy B.	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Sustaric, Bethany J	-split-	Direct Deposit		X		32,308.54
09/07/2018	DD	Thomas, Jeremy J.	-split-	Direct Deposit		X		32,308.54
09/10/2018			12000 · *Undeposited ...	Deposit		X	13,254.54	45,563.08
09/10/2018			12000 · *Undeposited ...	Deposit		X	20.00	45,583.08
09/10/2018			12000 · *Undeposited ...	Deposit		X	100.00	45,683.08
09/10/2018			12000 · *Undeposited ...	Deposit		X	6,831.50	52,514.58
09/10/2018			12000 · *Undeposited ...	Deposit		X	2,799.82	55,314.40
09/10/2018			12000 · *Undeposited ...	Deposit		X	100.00	55,414.40
09/10/2018			12000 · *Undeposited ...	Deposit		X	100.00	55,514.40
09/10/2018			12000 · *Undeposited ...	Deposit		X	601.92	56,116.32
09/10/2018			12000 · *Undeposited ...	Deposit		X	598.80	56,715.12
09/10/2018			12000 · *Undeposited ...	Deposit		X	322.00	57,037.12
09/10/2018	EFT	CalPERS	-split-	ID# 3797238839	700.00	X		56,337.12
09/10/2018	EFT	CA Public Employee...	-split-	1894	3,225.28	X		53,111.84
09/10/2018	EFT	United States Treasury	-split-	94-2484636	5,356.52	X		47,755.32
09/10/2018	EFT	EDD	-split-	499-0397-4	1,718.93	X		46,036.39
09/12/2018			12000 · *Undeposited ...	Deposit		X	1,193.08	47,229.47
09/12/2018			12000 · *Undeposited ...	Deposit		X	100.00	47,329.47
09/13/2018			12000 · *Undeposited ...	Deposit		X	8,511.31	55,840.78
09/14/2018			12000 · *Undeposited ...	Deposit		X	463.66	56,304.44
09/14/2018			12000 · *Undeposited ...	Deposit		X	200.00	56,504.44
09/14/2018			12000 · *Undeposited ...	Deposit		X	100.00	56,604.44
09/14/2018			12000 · *Undeposited ...	Deposit		X	11,729.21	68,333.65
09/17/2018			12000 · *Undeposited ...	Deposit		X	3,975.84	72,309.49
09/17/2018			12000 · *Undeposited ...	Deposit		X	100.00	72,409.49

EXETER DISTRICT AMBULANCE

14

10/16/2018 11:53 AM

Register: 1004 · Bank of Sierra Checking

From 09/01/2018 through 09/30/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/17/2018			12000 · *Undeposited ...	Deposit		X	177.75	72,587.24
09/17/2018		Nsure Inc	6600 · Professional Ser...		499.00	X		72,088.24
09/18/2018			12000 · *Undeposited ...	Deposit		X	10,570.48	82,658.72
09/18/2018			-split-	Deposit		X	91.50	82,750.22
09/18/2018	8010	Lady Bug Pest Control	6500 · Maintenance:65...	LB3066	30.00			82,720.22
09/18/2018	8011	Southern California ...	6900 · Utilities:6900-1...	Cust Acct# 2-0...	405.57	X		82,314.65
09/18/2018	8012	Southern California ...	6900 · Utilities:6900-1...	Cust Acct# 2-1...	548.27	X		81,766.38
09/18/2018	8013	Madeline Razor	4040 · Overpayments	Call # T-18201	105.03			81,661.35
09/18/2018	8014	Staples Credit Plan	-split-	Acct. No. 6011...	26.06	X		81,635.29
09/18/2018	8015	Lee's Paving Inc	4040 · Overpayments	Call # T-18321	97.22			81,538.07
09/18/2018	8016	Mary Thomas	4040 · Overpayments	Call # T-18300	105.77			81,432.30
09/18/2018	8017	Karin Petersen	4040 · Overpayments	Call # T-18220	107.83			81,324.47
09/18/2018	8018	Valley Pacific Petrol...	6300 · Fuel & Oil	Acct. 71166	2,450.86	X		78,873.61
09/18/2018	8019	Charter Communicati...	6200 · Communications	Acct.# 8203 12...	103.38	X		78,770.23
09/18/2018	8020	Debra Hood, CPA	6600 · Professional Ser...	August 2018 A...	1,500.00			77,270.23
09/18/2018	8021	Montoy Law Corp.	6600 · Professional Ser...	Client# 9036	1,902.50	X		75,367.73
09/18/2018	8022	Tulare County Envir...	6810 · Service and Sup...	Inv.# IN0174216	233.00			75,134.73
09/18/2018	8023	Frontier Communicat...	6200 · Communication...	Acct# 559-594-...	300.31	X		74,834.42
09/18/2018	8024	Guardian EMS	-split-	Cust ID# 338738	918.54	X		73,915.88
09/18/2018	8025	CenCal Distributing L...	6530 · Office Expense	Monthly Water	34.00	X		73,881.88
09/18/2018	8026	Palm Occupational ...	6810 · Service and Sup...	Inv.# 147498	140.00			73,741.88
09/18/2018	8027	Select Business Syste...	6530 · Office Expense	Customer No. ...	103.32	X		73,638.56
09/18/2018	8028	Fresno Oxygen	-split-	Account # 25295	460.94	X		73,177.62
09/18/2018	8029	Jack Griggs, Inc.	6300 · Fuel & Oil	Acct. 01-32460	1,038.37	X		72,139.25
09/18/2018	8030	Carrot-Top Industrie...	6530 · Office Expense	Inv.# 40010500	57.31	X		72,081.94
09/18/2018	8031	Alberto Gomez	-split-	July & August ...	240.00	X		71,841.94
09/18/2018	8032	The Diesel Doctor	-split-	Inv.# 42396	3,341.49	X		68,500.45
09/18/2018	8033	Monarch Ford	-split-	Cust # 6085	8,871.41	X		59,629.04
09/19/2018			12000 · *Undeposited ...	Deposit		X	500.00	60,129.04
09/19/2018			12000 · *Undeposited ...	Deposit		X	150.00	60,279.04
09/19/2018			12000 · *Undeposited ...	Deposit		X	106.65	60,385.69
09/19/2018			4020 · Miscellaneous I...	Test Transfer F...		X	100.00	60,485.69
09/20/2018			-split-	Deposit		X	1,102.50	61,588.19
09/20/2018			12000 · *Undeposited ...	Deposit		X	4,959.37	66,547.56
09/20/2018			12000 · *Undeposited ...	Deposit		X	100.00	66,647.56
09/20/2018			12000 · *Undeposited ...	Deposit		X	95.01	66,742.57
09/20/2018	EFT	CalPERS	-split-	ID# 3797238839	7,819.07	X		58,923.50
09/20/2018	8036	City of Exeter	-split-	VOID: Acct.# ...		X		58,923.50
09/20/2018		QuickBooks Payroll ...	-split-	Created by Pay...	33,435.53	X		25,487.97
09/21/2018	EFT	CA Public Employee...	-split-	1894	3,362.22	X		22,125.75

EXETER DISTRICT AMBULANCE

15
10/16/2018 11:53 AM

Register: 1004 · Bank of Sierra Checking

From 09/01/2018 through 09/30/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/21/2018	8034	CA State Disburseme...	-split-	ID #20000000...	163.40	X		21,962.35
09/21/2018	8035	LegalShield	2100 · Payroll Liabilities	Group #156423	157.50	X		21,804.85
09/21/2018	DD	Banuelos, Peter	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Blair, Paul B.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Caezza, Anthony J	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Carnes, Kevin M	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Diaz, Andres	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Garcia, Jesse C.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Garcia, Tony	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Gray, Cresencia M	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Handley, Misty B.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Hobbs, Rebecca D	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Huckins, Anthony L.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Hutchinson, Jillian R.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Johnson, Adam E.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Johnson, Travis J	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Lester, Savannah B	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Lindsey, Michael T	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Lopez, Linzi	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Martinez, Yvette	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	McCoy, Brian R.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Miller, Linda M.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Ray, Allen D	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Ruiz Rodriguez, Mic...	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Sodhy, Peter K.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Stahl, Timothy B.	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Sustaric, Bethany J	-split-	Direct Deposit		X		21,804.85
09/21/2018	DD	Thomas, Jeremy J.	-split-	Direct Deposit		X		21,804.85
09/24/2018			12000 · *Undeposited ...	Deposit		X	8,670.23	30,475.08
09/24/2018	EFT	United States Treasury	-split-	94-2484636	5,822.48	X		24,652.60
09/24/2018	EFT	EDD	-split-	499-0397-4	1,948.69	X		22,703.91
09/25/2018			12000 · *Undeposited ...	Deposit		X	50.00	22,753.91
09/25/2018			12000 · *Undeposited ...	Deposit		X	100.00	22,853.91
09/26/2018			12000 · *Undeposited ...	Deposit		X	2,479.84	25,333.75
09/26/2018			12000 · *Undeposited ...	Deposit		X	657.72	25,991.47
09/26/2018			12000 · *Undeposited ...	Deposit		X	6,201.79	32,193.26
09/26/2018			12000 · *Undeposited ...	Deposit			50.00	32,243.26
09/27/2018			12000 · *Undeposited ...	Deposit			3,199.00	35,442.26
09/28/2018			12000 · *Undeposited ...	Deposit		X	6,196.61	41,638.87
09/28/2018			12000 · *Undeposited ...	Deposit			50.00	41,688.87

EXETER DISTRICT AMBULANCE

10/16/2018 11:53 AM

Register: 1004 · Bank of Sierra Checking

From 09/01/2018 through 09/30/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
09/28/2018			12000 · *Undeposited ...	Deposit		2,297.00	43,985.87
09/28/2018			12000 · *Undeposited ...	Deposit		100.00	44,085.87
09/30/2018			5065 · Bank service ch...	Service Charge	263.78 X		43,822.09



**EXETER DISTRICT
AMBULANCE**

**302 E. Palm
Exeter, CA 93221**

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

OPERATIONAL OVERVIEW

EXETER DISTRICT AMBULANCE AND TULARE COUNTY PROVIDERS

Contents

HIGH LEVEL SUMMARY	2
CCEMSA.....	2
APATC.....	3
SSM Committee	3
TCCAD and TCCAD Board	3
Provider Responsibility within Tulare County	3
COVERAGE.....	4
Ambulance and Response Units within Tulare County.....	4
Zones.....	4
<i>Metro Response Zones.....</i>	<i>5</i>
<i>Rural Response Zone.....</i>	<i>6</i>
<i>Wilderness Response Zone.....</i>	<i>7</i>
COMPLIANCE	8
Definition.....	8
Compliance Zone vs Provider Zone.....	8
Compliance Groups.....	8
Breach of Contract	8
Liquidated Damages.....	8
Appeals.....	9
Compliance Zone and Provider	9
Compliance Elements.....	9
Performance Expectation by Zone and Priority	10
Special Conditions affecting Compliance Performance	10
DAILY OPERATIONS.....	11
Available Ambulances	11
Sign On	11
Call Handling	11
Ensuring Coverage and Response Times (Posting)	12
<i>Impact of Posting on EDA</i>	<i>12</i>



EXETER DISTRICT AMBULANCE

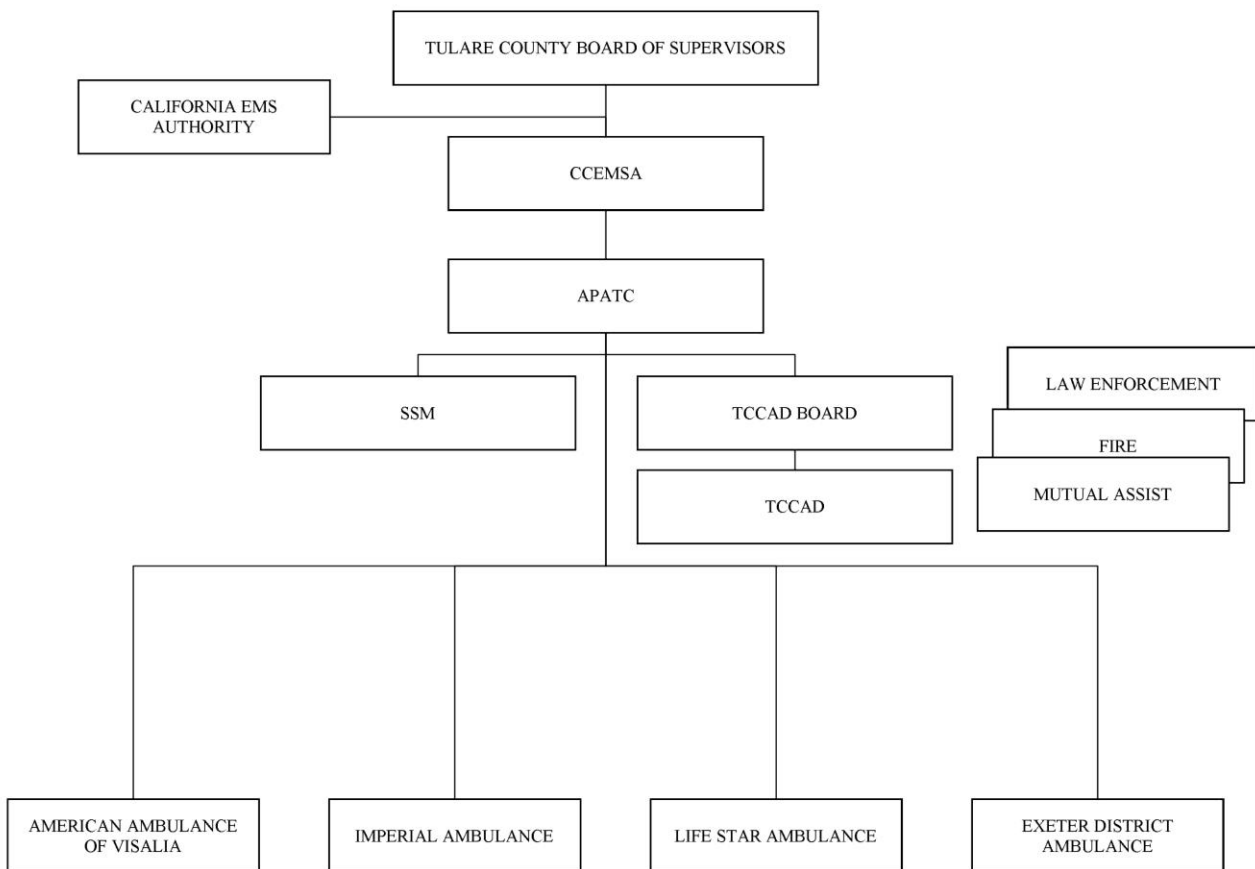
302 E. Palm
Exeter, CA 93221

Phone: 559-594-5250

Fax: 559-592-2301

HIGH LEVEL SUMMARY

Unusual among County Ambulance services, Tulare County does not have a single provider (either private or county). Instead, the Tulare County Board of Supervisors some time ago opted to retain the 5 existing independent providers, each covering a specified original area, and have them operate as a cohesive cooperative virtual single provider under the umbrella of a consolidated single dispatch body. This led to the creation of several sub-organizations that are not seen in other counties.



CCEMSA

The “Central California Emergency Medical Services Association” is the main governing body to which APATC reports. This body sets operational policy including compliance measures for specific zones and conditions, assesses fines, provides centralized ongoing training, sets medical compliance standards, and certifies participant staff. CCEMSA also establishes performance standards for dispatch and record-keeping. CCEMSA assesses provider compliance on a quarterly basis and assesses fines accordingly. CCEMSA regularly reports compliance and other information to the Tulare County Board of Supervisors. Any failure to meet compliance requirements as established by CCEMSA leads to a breach of contract,



EXETER DISTRICT AMBULANCE

**302 E. Palm
Exeter, CA 93221**

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

and a major breach may lead to withdrawal of the permission to operate within Tulare County as approved by the Tulare County Board of Supervisors. This decision will be based on recommendation by CCEMSA. CCEMSA is a Fresno County agency.

APATC

The “Ambulance Providers Association of Tulare County” is an association of the then 5, now 4, providers operating in Tulare County. Each provider has 1 vote and membership on the board is held by the highest-ranking operational staff of each provider. This body oversees ambulance services within the county and sets operational policy and procedure. This body also approves operational plans and activities by other committees, including dispatch. Original members of APATC were American Ambulance of Visalia (AAV), American Medical Response of Visalia (AMR), Imperial Ambulance Services Inc, Life Star Ambulance Service of Tulare, Exeter District Ambulance (EDA). AMR ceased operations in Tulare County in 2016.

SSM Committee

The “System Status Management” committee is as group generally comprised of the most senior field supervisors of each provider. This group primarily focuses on field operations policy and procedures, with a primary emphasis on meeting CCEMSA requirements for service levels. The primary product of the SSM is the Posting Plan and the associated functional/operational procedures that support it. The SSM also recommends and carries out unified training in field procedures that need to be uniformly executed across the various providers

TCCAD and TCCAD Board

The “Tulare County Consolidated Ambulance Dispatch” is a functional agency funded by APATC and contracted by Tulare County to provide a single dispatch service for APATC. TCCAD is overseen by a board made up of selected members of APATC. At present, EDA is not represented on the TCCAD board and has no vote although we are represented at the regular meetings. TCCAD daily operations are overseen by a full time manager and has a full time staff of approximately 9 employees, not including Per Diem employees. Operationally, TCCAD functions on a 7x24 basis as do all the providers. TCCAD’s dispatch system is separate from County Fire and Tulare County Sheriff’s Department. TCCAD is housed in a separate facility, with its own equipment including servers, computers, furniture, and insurance.

Provider Responsibility within Tulare County

As noted before Tulare County has 4 active ambulance providers, plus Dinuba Fire which operates independently of the existing system. The Board of Supervisors views the county as a whole, so while each provider has a primary or “home” area, each is required to fully participate in assuring coverage throughout the county. This means that it is entirely possible to see outside providers posting or servicing other areas within the county.



EXETER DISTRICT AMBULANCE

302 E. Palm
Exeter, CA 93221

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

COVERAGE

Ambulance and Response Units within Tulare County

The basic ambulance unit within Tulare County is the Advanced Life Support (ALS) unit. It consists of a transport-capable, stocked Ambulance, staffed by a certified Paramedic and certified EMT. ALS units represent about 15 of the 18 units that are generally available within the county at any one time.

Some provider also schedule Basic Life Support (BLS) units. It consists of a transport-capable, stocked Ambulance, staffed by two certified EMTs. BLS units are generally used for transport-only service. There are usually 2 or 3 BLS units at any given time within the county.

Each provider also will bring on “BLS standby” units for special events like the rodeo, football games, and other community-support activities. Usually these are non-transport-capable units manned by a solo certified EMT.

Several providers also run supervisor cars. These are non-transport-capable units that will be able to respond to ALS calls in support of a transporting ambulance. There are usually one or two supervisor cars operating during daytime hours but usually not on weekends.

Finally, American Ambulance of Visalia also has a single Bariatric Unit. This is never considered as available for normal emergency dispatch, but only by special request of an on-scene ALS unit. It is specially equipped for transport of patients over 600 lbs.

Several metro areas within Tulare County also have BLS-capable Fire units. None of these are transport-capable, and are not counted as part of the ambulance availability number, they are nonetheless a supplement to on-scene ambulance crews especially in terms of heavy lifting.

Zones

Tulare County is divided into 16 Zones. Most of these zones are assigned to a specific provider as their primary coverage area. For example Zone 2 is Visalia and assigned to AAV, Zone 6 is Tulare and assigned to Life Star, Zone 9 is Porterville and assigned to Imperial, and Zone 5 is Exeter/Farmersville and assigned to EDA. Other zones are considered “county” or “rural/wilderness” and handled as a shared responsibility. The distinction between Metro, Rural, and Wilderness is an important one because the expected response times vary according to the zone. It does not matter where the responding ambulance comes in from, it only matters where the incident occurs. For example, if an incident occurs in Woodlake, it is Rural and the ambulance must arrive within 30 minutes of initial dispatch. It does not matter if the ambulance was already in Woodlake, or dispatched from Visalia, they still must arrive at or before 30 minutes.

The term “zone” is used to cover several different meanings. These are “Response Zones”, “Compliance Zones”, or “Coverage Zone”, although these terms are not official. Response Zone determines how



EXETER DISTRICT AMBULANCE

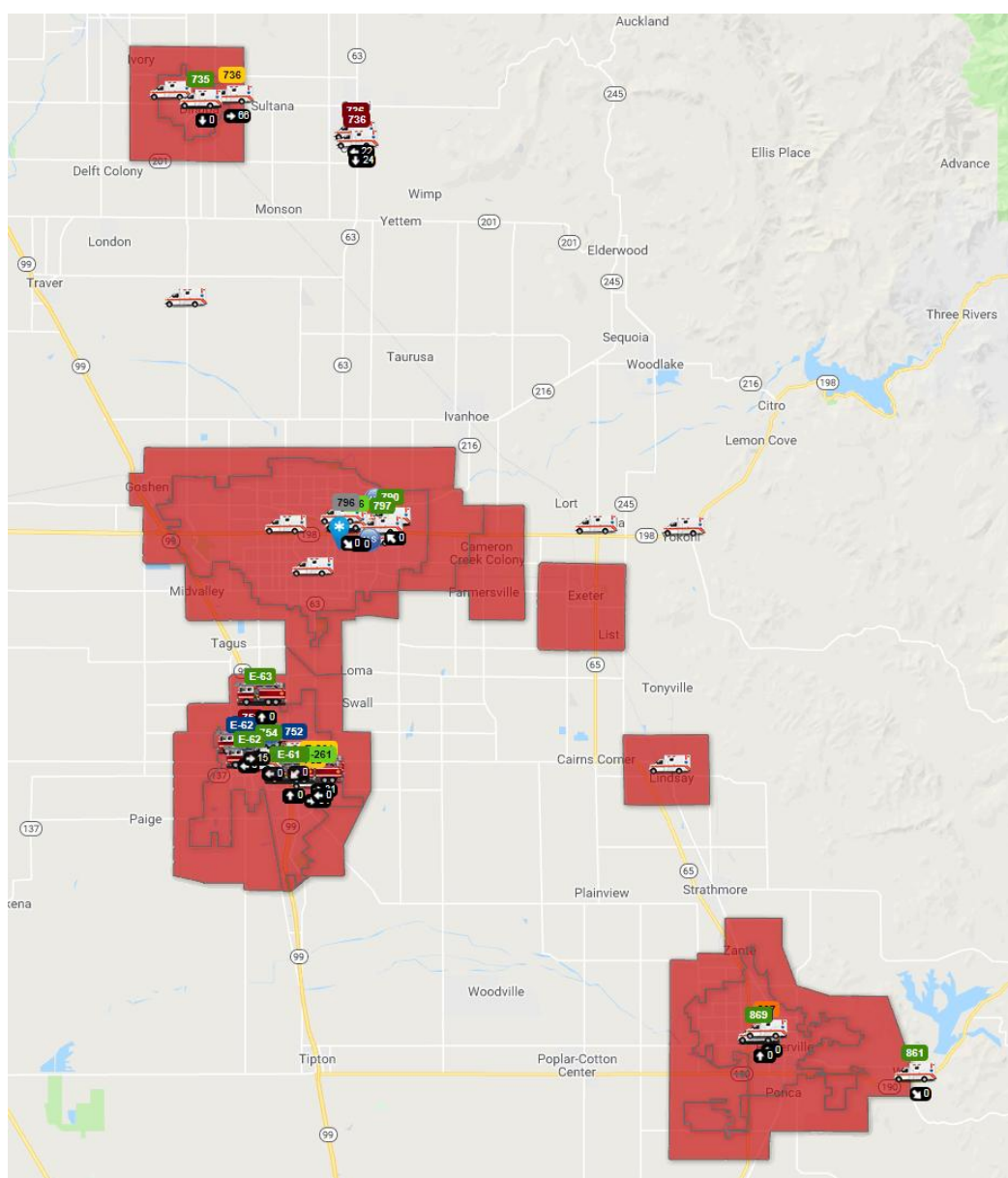
**302 E. Palm
Exeter, CA 93221**

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

much time is allowed for an ambulance to respond. Coverage Zone indicates which provider maintains stations within it, and Compliance Zone defines which provider is ultimately responsible for compliance. There may be more than one Coverage Zone within a single Compliance Zone. Compliance Zones do not overlap. In general, Rural and Wilderness zones are a shared responsibility with all providers.

Metro Response Zones

These are designated as the areas in which Priority 1 and Priority 2 calls must have an arrival time of 10 minutes or less from initial dispatch. In general these are the cities of Visalia, Tulare, Porterville, Exeter, Lindsay, and Dinuba. Note that Woodlake is omitted.





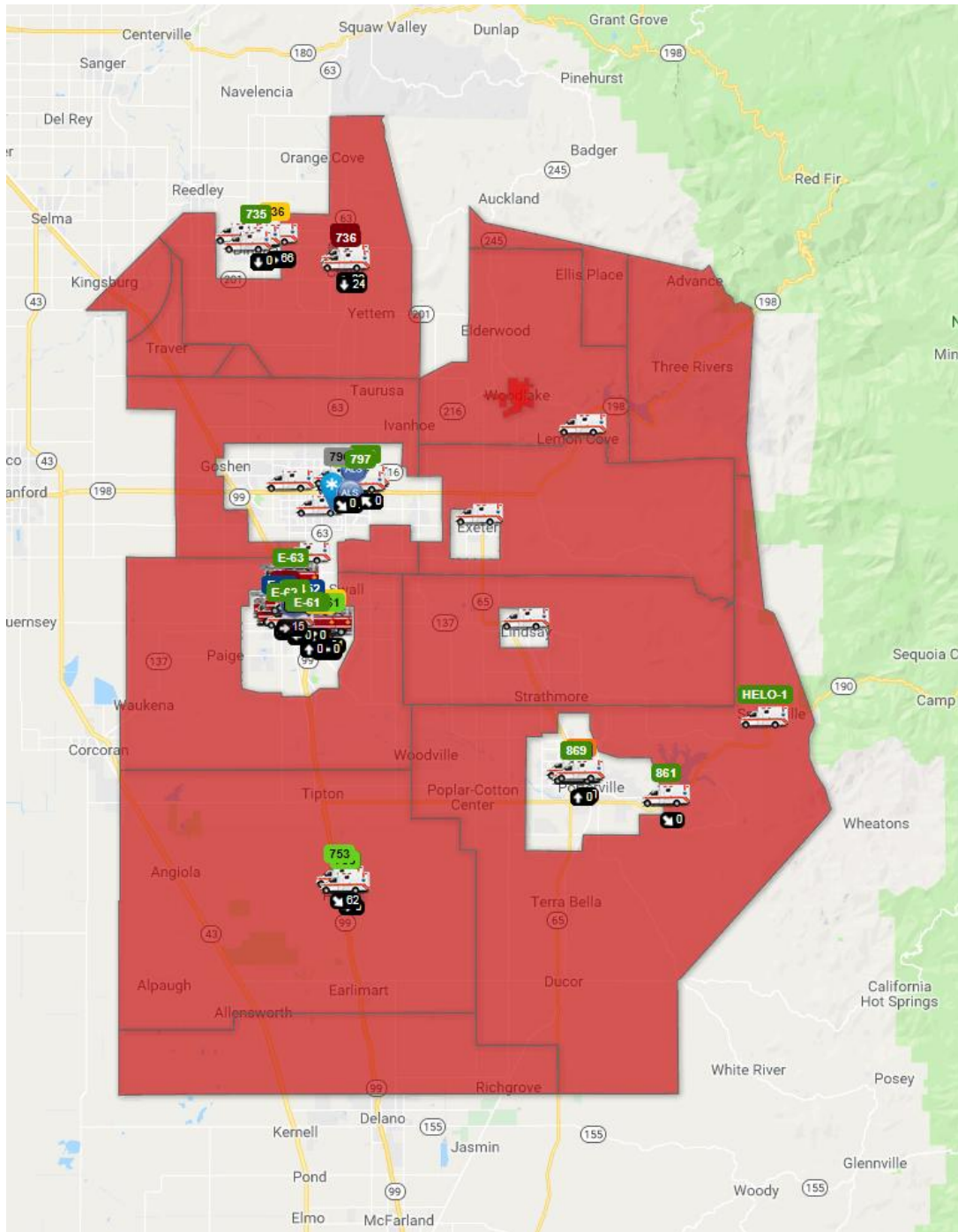
EXETER DISTRICT AMBULANCE

302 E. Palm²²
Exeter, CA 93221

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

Rural Response Zone

This Zone allows for Priority 1 and Priority 2 calls to have an arrival time of 30 minutes or less from initial dispatch.





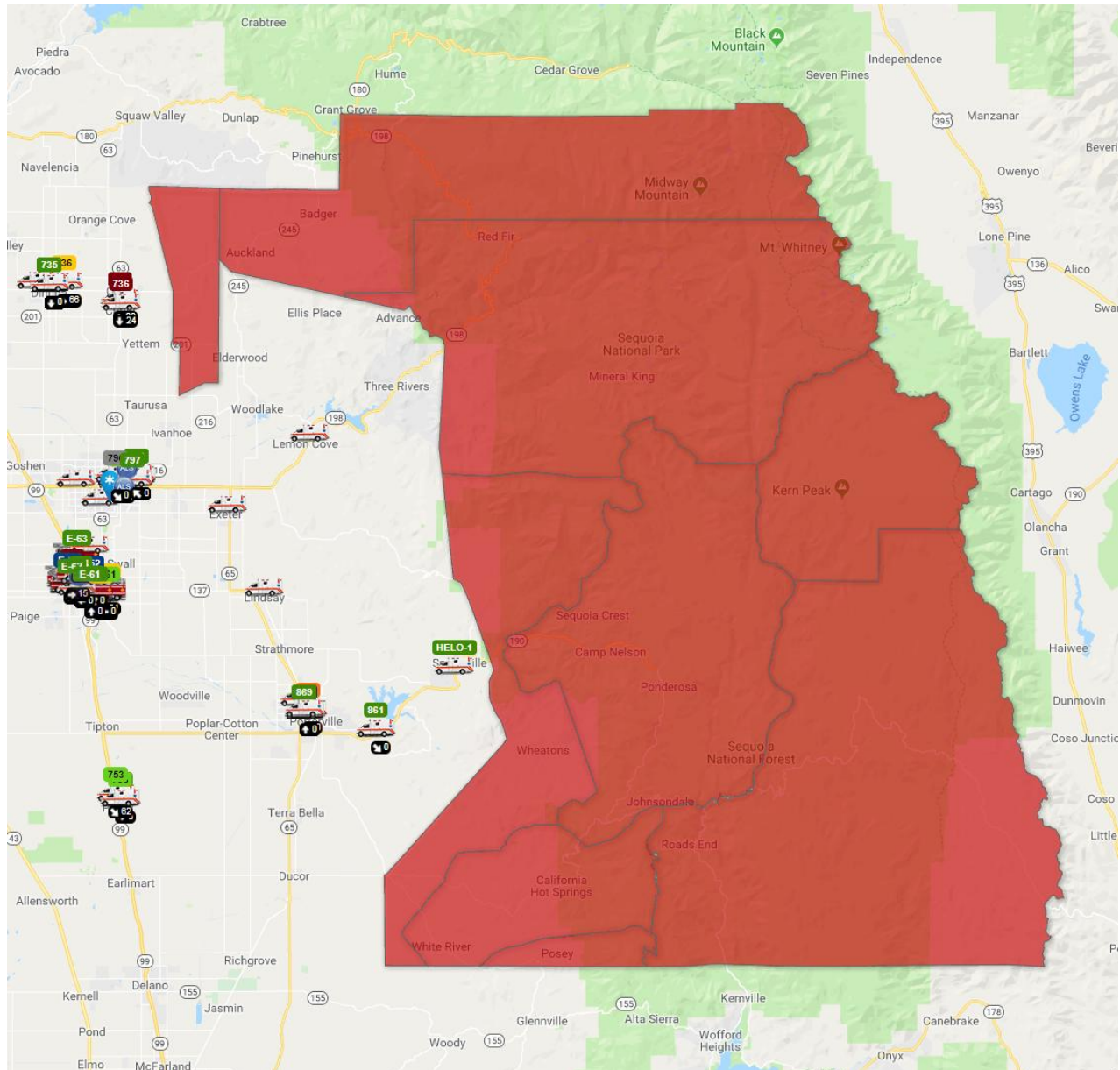
EXETER DISTRICT AMBULANCE

**302 E. Palm
Exeter, CA 93221**

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

Wilderness Response Zone

These are areas in which Priority 1 and Priority 2 responses are expected to be addressed in approximately 60 minutes.





**EXETER DISTRICT
AMBULANCE**

**302 E. Palm
Exeter, CA 93221**

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

COMPLIANCE

Definition

Compliance is defined as “the total number of on-time arrivals per month must equal or exceed 97% in which case the provider will not be levied any liquidated damages. If the total number of on-time arrivals is 95% or higher but less than 97%, that provider will be levied and must pay liquidated damages for each and every call that was deemed a late arrival.”

Compliance Zone vs Provider Zone

In the eyes of Tulare County and CCEMSA, the entire Tulare County response area is viewed as a single compliance area. What this translates to is that while we have 4 separate providers in the county, CCEMSA first views the TOTAL number of calls and late arrivals across the county as a whole in making a determination on whether liquidated damages will be assessed. It is an all or nothing proposition. If the whole county has 97% or higher on-time arrival, then none of the participating providers will be assessed liquidated damages. However, if the whole county has between 95% and 97% on-time arrival, then ALL providers will be assessed damages for their late arrivals, regardless of whether that individual provider has a higher than 97% on-time arrival rate.

Compliance Groups

Compliance is also viewed in groups: Priority 1 and Priority 2 are one group, Priority 3 is another group, and Priority 4 through 7 are another group. Each group is viewed separately although the compliance requirement is the same. It becomes possible for a provider to be in compliance for Priority 1 & 2 but out of compliance for Priority 3 or any combination of the three groups.

Breach of Contract

Any individual provider is allowed to fall below the 95% on-time arrival number up to 2 consecutive months, or 3 non-consecutive months per calendar year. Each occurrence is deemed a minor breach and will result in a warning letter by CCEMSA plus additional liquidated damages just for the breach. However, three consecutive months of minor breach, or four non-consecutive months in a calendar year will result in a Major Breach of Contract. While this will result in additional financial penalties, it can also result in a recommendation to the Board of Supervisors to rescind the permit for that provider to operate within the county.

Liquidated Damages

These are individual financial penalties assessed to every late arrival. It begins with a base amount and is compounded by things that include excessive chute time, excessive late arrival, or other items.



EXETER DISTRICT AMBULANCE

25
302 E. Palm
Exeter, CA 93221

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

The complexity of Tulare County is that compliance and liquidated damages are first viewed as a county wide number and then a separate report breaks down compliance by individual provider, basing that on the specific compliance zone of the provider.

For example, EDA's compliance zone is the square that encompasses the city of Exeter and a little of the surrounding area. We average 90 responses per month. At that number, we can only have 4 late arrivals before we are deemed out of compliance at below 95%. It takes only 3 late arrivals to fall below 97%.

Appeals

Each provider is able to appeal every late arrival. There are specific conditions under which an appeal will be granted. These include a valid and acceptable chute time of 2 minutes or less, road or other traffic conditions out of the control of the ambulance, dispatch failure, or generally other conditions that were out of the control of the provider or that could not have been planned for. Each month, the providers have 10 days to file their appeals for the prior month.

Compliance Zone and Provider

It should be noted that compliance is judged by service within a compliance zone, not by who provides the service. For example, EDA's compliance zone is generally serviced by EDA, but also on occasion by American Ambulance or Imperial, and rarely Life Star. If any of these outside providers fail to arrive on time, it counts against EDA's compliance number. The only consolation is that fines associated with that individual failure will be paid for by that provider, but the overall compliance number falls against the provider responsible for that zone. It is very common that at least half of the late arrivals in the Exeter zone are from outside providers, and those are usually not appealable.

Compliance Elements

The following terms are each part of measuring compliance and are strictly defined.

Element	Definition
Call Time	When the call came in to dispatch
Time Assigned	When the first page went out to the nearest unit
Time En Route	The time when the ambulance is seen by GPS to be actually moving
Time at Scene	The time when the ambulance unit announces they are at Scene, and verified by GPS proximity to the GeoBased incident site
Time Depart	The time when the ambulance begins to transport the patient from the Scene to the appropriate destination (usually an emergency room)
Time at Destination	The time when the ambulance unit delivers the patient to the emergency room. Note the is not the time the ambulance pulls into the hospital driveway.
Time Cleared Call	Time when the ambulance and crew are available after having delivered the patient.
Cx Time	The time the call was cancelled. A call may be cancelled at any point from Time



EXETER DISTRICT AMBULANCE

**302 E. Palm
Exeter, CA 93221**

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

	Assigned to some time after Time at Scene. If there is a Cx Time, there will not be "Time Depart" or any other element after that.
Alarm Handling	This is the time difference between Call Time and Time Assigned. It is a measure of the efficiency with which dispatch handled the initial call. It is not counted against the ambulance crew.
Chute Time	This is the time difference between Time Assigned and Time En Route. It is referred to as the time taken by the crew to receive the call and then to move their ambulance in the direction of the incident. CCEMSA allows 2 minutes for Chute Time. It should be noted that any late call with a Chute Time greater than 2 minutes is automatically not appealable.
Travel Time	This is the time difference between Time En Route and Time at Scene. While not material to compliance it nonetheless gives a measure of how efficiently the crew mapped out and negotiated the trip to the patient.
Total Response Time	The time difference between Time Assigned and Time on Scene. This is the key time measure for compliance.

Performance Expectation by Zone and Priority

Zone	Priority 1 & 2 (max)	Priority 3 (max)	Priority 4 (max)	Priority 5-7 (max)
Metro	10 min	20 min	20 min	30 min
Rural	20 min	30 min	30 min	30 min
Wilderness	60 min	90 min		

Special Conditions affecting Compliance Performance

A call may be upgraded or downgraded in priority after it has been dispatched and before the unit arrives on scene. By rule, if a call is upgraded in priority the performance clock restarts from the moment the crew is notified of the upgrade. If a call is downgraded, the clock does not restart but the allowed time may be extended to the new priority's expectation.

At times, a unit dispatched to a call lower than Priority 2 may be redirected to a higher priority call. This is permissible but the compliance performance clock does not restart. A new unit must be dispatched to the original call but their performance is measured from the original dispatch time, not from the new dispatch time. This may, and usually does, result in a late arrival. It may be appealed only in very extenuating circumstances.



**EXETER DISTRICT
AMBULANCE**

**302 E. Palm
Exeter, CA 93221**

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

DAILY OPERATIONS

Available Ambulances

At any given time, day or night, each provider is expected to maintain a minimum number of available ALS ambulances. The actual number varies according to Coverage Zone and Compliance Zone. Each of these available ambulances are identified by a three or four digit identifier that is generally tied to the primary base station of that unit. For example, at EDA, 810 is generally out of Exeter, 811 out of Farmersville, 817 out of Lemon Cove, and 872 out of Lindsay. A four digit number beginning with 9 denotes a BLS only unit which may only be dispatched for specific BLS only calls.

Sign On

In general, 24 hour (or longer) units will sign in at the beginning of their shift at 8am. Due to the confusion this can cause when 10 or 12 sign-ins occur at the same time, the providers have started to stagger their shift changes to spread out this activity. Sign-ins will provide the unit number and the names of the crew.

Call Handling

All calls are very different and may include many varying factors and behaviors from the crew and supporting agencies. The description below is of a simple standard call.

As a call comes in, TCCAD dispatchers will determine the following things before dispatching: The priority of the call, the location, the closest unit. That closest unit is then paged and the basic information sent verbally. That unit will then acknowledge and begin to make their way to the ambulance unit to respond. At that point, dispatch will verbally deliver the location, priority, and any additional information about the incident over the radio. They will also be entering all that information into the system which will automatically update the MDT in the unit's ambulance. The crew may acknowledge they are en route electronically on the MDT and/or on the radio, but dispatch has a rule that the ambulance must be physically moving before the en route time may be recorded.

During travel, the crew will receive periodic updates on the radio and MDT and they can plan out their patient handling strategy.

When the crew arrives at the location they will advise over the radio that they are On-Scene, and this will be verified by the dispatcher and recorded as Time on Scene.

The crew then makes patient contact and will assess condition and render treatment as necessary. When possible they will advise dispatch of the outcome – either as a transport, or Cancel/RMCT or patient deceased.



EXETER DISTRICT AMBULANCE

28
302 E. Palm
Exeter, CA 93221

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

If the crew was not cancelled before arriving on scene, the Paramedic will have to complete a Patient Care Record (PCR) containing all elements of the call and focusing on the assessment and treatment rendered. This PCR must be uploaded to Simon within 24 hours (usually by the end of the day). PCRs are used in assessing level of patient care and Paramedic performance, and is also used in billing insurance. It is sometimes used as evidence in legal circumstances.

Once the crew is cleared from the hospital or cancelled from scene, they will return to available status and return to their original post. They may then restock and/or decontaminate their ambulance (depending on the nature of the call).

Ensuring Coverage and Response Times (Posting)

At the beginning of a perfect day, ambulance units are fairly evenly distributed throughout the county. This distribution takes into account the Compliance Zones, Coverage Zones by provider, number of available ambulance units, number of ALS vs BLS units, and the expected response times for each area. As such, American Ambulance will have enough deployed units to cover all of their Compliance and Coverage areas, which would primarily be the Visalia Metro Area. Similarly, Imperial Ambulance will have enough units to cover all their standard stations within Porterville. Life Star and EDA will also be deployed to cover their assigned areas.

During the course of the day, units will respond to calls as they arise. It will be seen that this may cause a drop in the number of other units available to respond in time to calls in a specific area. To accommodate this, other, non-busy units will be moved from their location to an intermediate location referred to as a "Post". This will allow that unit to respond to both their vacated base area and the open area such that it will not be a late arrival. As the day progresses and units get stuck at the hospital, posting can become very frequent, just to provide some semblance of uniform coverage. There is a plan to which dispatch operates referred to as the County Posting Plan. This is devised and maintained by the SSM committee.

Impact of Posting on EDA

It is unfortunate that EDA bears the brunt of the negative side of posting. Exeter, by its location between the Woodlake/Ivanhoe areas (East Visalia), and the Lindsay/65 areas (North Porterville) has to do the most post moves and also the longest post moves. Because the rule is always to move the nearest unit, and to move units less likely to have to service calls where they are, it is not uncommon for 817 to start in Lemon Cove but end up spending the day in Pixley, Tipton, or Tulare. Similarly, a unit in Lindsay usually ends up getting posted to Porterville or Tulare. EDA units have driven as much as 300 miles in a 24 hour period just posting. The net effect is wear and tear on the vehicles, the cost of fuel, and a tremendous physical burden on the crews. We also tend to lose calls while moving to a post. While some of these issues have been addressed to a degree with the latest posting plan, the ideal solution would be to address the causes of delays at the hospitals and to enforce a rule to not allow a functional unit to be pulled to do a basic scheduled transport.

MEMORANDUM OF UNDERSTANDING

AS BETWEEN:

CITY OF WOODLAKE

WOODLAKE FIRE DISTRICT

EXETER DISTRICT AMBULANCE

1. Parties: This Memorandum of Understanding (MOU) is made between the City of Woodlake (City), the Woodlake Fire District (Fire District), and the Exeter District Ambulance (Exeter Ambulance) on the date that it is approved by all the respective boards.
2. Purpose: The purpose of this MOU is to:
 - a. Promote health care and health care services for the residents with the boundaries of the City of Woodlake and the Woodlake Fire District.
 - b. Provide and forge effective partnerships to benefit the residents residing in the boundaries of the City of Woodlake and the Woodlake Fire District.
 - c. Delineate and express the understandings between the City, the Fire District and Exeter Ambulance.
3. Services to be Provided:
 - a. Exeter Ambulance currently services the boundaries of the City and the Fire District from multiple locations nearby.
 - b. Exeter Ambulance, the City and the Fire District all agree that Exeter Ambulance could provide a better service to residents residing in the boundaries of the City and the Fire District if an ambulance was stationed in the City of Woodlake.
 - c. Exeter Ambulance will service the boundaries of the City and the Fire District while becoming part of the local community.
4. Effective Date and Duration: The MOU takes effect on the date it is approved by all parties and will remain in effect for as long as all parties involved wish to remain part of the MOU.
5. Terms of Agreement:
 - a. Exeter Ambulance agrees to station an ambulance at the Woodlake Fire Station located at 216 E. Naranjo Blvd. while rehabilitation work is done at 120 N. Magnolia St., which will serve as the future station for Exeter Ambulance.
 - b. Once the rehabilitation at 120 N. Magnolia St. is completed this location will serve as the home for Exeter Ambulance.
 - c. In a separate agreement Exeter Ambulance would lease the location at 120 N. Magnolia St. from the Fire District.
 - d. Exeter Ambulance will track all services provided within the City and Fire District boundaries and furnish a report of those responses as requested by the City Council and the Fire District Board periodically, but not more often than quarterly.

6. Agreement of the Parties:

- a. This MOU is an internal agreement between the City, the Fire District and Exeter Ambulance. The MOU does not confer any rights or duties on any individual or other entity. Its sets forth mutual goals and understandings between the parties to the MOU for the benefit of the respective entities and the residents therein.
- b. This MOU has been submitted to the respective boards and council and approved as follows.

City of Woodlake

Woodlake Fire District

Exeter District Ambulance

By:

By:

By:

Rudy Mendoza, Mayor

Shane Headrick, Board President

AAAAA

Confirmed by:

Confirmed by:

Confirmed by:

Irene Zacarias, City Clerk

Anthony Perez, Fire Chief

AAAAAA

LEASE AGREEMENT

1. **DATE:** This Lease is made and entered into in duplicate original this ____ day of November 2018, effective _____, 2018.

2. **PARTIES:** This Lease is entered into by and between the Woodlake Fire District, hereinafter referred to as Lessor, and the Exeter District Ambulance, hereinafter referred to as Lessees.

3. **PREMISES:**

a. During the rehabilitation of 120 N. Magnolia Blvd. Lessees staff will be jointly stationed with Lessor staff at the Woodlake Fire District located at 216 E. Naranjo Blvd. for a flat charge monthly rental fee of \$750 that includes all utilities and internet services. Once 120 N. Magnolia Blvd. is made available Lessees staff will relocate and the remainder of this agreement will be enforced.

b. Lessor hereby leases to Lessee and Lessee hereby leases from Lessor, subject to the terms and conditions herein set forth herein, that property at 120 N. Magnolia, Blvd., Woodlake, Ca. 93286, consisting of approximately 1,320 SF and described in Exhibit A attached hereto, and made part of this Agreement.

4. **TERM:** The term of this Lease is for five (5) years.

5. **MONEY DUE FROM LESSEE:**

a. **RENT:** Rental per month for the leased premises at 120 N. Magnolia St. shall be \$1,000.00. Rent is payable in advance on or before the first day of each month, and such additional rental as may become due under the terms hereof, as hereinafter more particularly specified. A service charge of one and one-half percent (1 1/2%) per month will be added to amounts fifteen (15) days or more past due. Rent will increase by \$50.00 per month annually starting two years after the effective date of this agreement.

b. **SECURITY:** No security deposit will be required from Lessee.

6. **PROPERTY TAXES:**

a. Except as provided in subdivision b., below, Lessor shall pay all real property taxes and all other assessments and parcel taxes levied upon or against the leased premises, during the term hereof, by the City of Woodlake, the County of Tulare, the State of California or any political subdivision thereof, appearing on the tax statements of the City of Woodlake and the County of Tulare, if any.

b. Notwithstanding subdivision a., herein, Lessee understands that the leasehold interest which she has in the premises creates a taxable possessory interest and agrees that she shall be responsible for any and all property taxes assessed against Lessee arising out of such possessory interest, and further agrees to keep current the possessory interest taxes assessed against Lessee and the leased premises. Lessee further agrees to indemnify and hold harmless Lessor from and against all taxes, assessments, penalties and charges arising out of her possessory interest of the leasehold premises and assets, whichever is applicable.

7. **WASTE:** Lessee shall not commit any waste or suffer any waste to be committed to the leased premises. Lessee shall not cause, suffer or permit any nuisance to exist on or in said premises at any time. Lessee, and Lessee's employees, agents and invitees shall conform to, comply with and faithfully obey all ordinances of the City of Woodlake, and all laws of the State of California, and of the United States of America in any way affecting the use or occupation of said premises. At all times, Lessee shall keep and maintain said premises in as good order, condition and repair as reasonable use and wear thereof shall permit, damage by the elements excepted, and at the end of said term, or on the sooner termination of this Lease, Lessee shall quit and surrender said premises to the Lessor in as good order, condition and repair as reasonable use and wear thereof shall permit, damage by the elements excepted. Lessee's taking possession of the premises on the commencement of the lease term shall constitute Lessee's acknowledgment that the premises are in good condition.

8. **IMPROVEMENTS AND ALTERATIONS:** Lessee shall have the right to remodel and make such improvements or alterations to the interior of the leased premises as Lessee shall desire for the proper and efficient operation of Lessee's business; provided, however, that no alterations or changes shall be made without the prior written consent of Lessor; and, provided further, that any and all such improvements and alterations shall be made at the sole cost and expense of Lessee. All such improvements and alterations shall conform to building codes and zoning regulations now or hereafter legally effective and promulgated by appropriate governmental authority. All such improvements or alterations shall, at the expiration of the term hereof, be and remain in and on the leased premises and become the property of Lessor; provided, however, that Lessee shall have the right to remove all trade fixtures which Lessee may own or place in and on the leased premises during the lease term, provided that Lessee shall not then be in default in the performance of any of the terms of this Lease, that any such removal shall be effective before the expiration of the lease term, and that all damage caused to the leased premises by such removal shall be repaired by Lessee on or before the expiration of the term hereof.

9. **LIENS:** Lessee shall not cause, suffer or permit any lien provided for by the Civil Code of the State of California, relating to liens of mechanics and others upon real property, to attach to or to be impressed upon, or to be filed or recorded against the leased premises or any part thereof, and the Lessor reserves and has the right to post and maintain on said premises any and all notices of non-responsibility that Lessor may deem necessary or proper to protect Lessor's title in and to said premises against any such liens.

10. **UTILITIES:** Lessee shall pay for gas, electric, telephone, and other charges for all other public utilities and services, including, without limitation, lights, light bulbs, power, and janitorial

services that are incurred by Lessee. Lessor will cover sewer, water, refuse and internet services.

11. **REPAIRS AND MAINTENANCE BY LESSOR:** Lessor and Lessor's agents and employees shall have the right at all reasonable times, with twenty-four (24) hours notice to Lessee, of ingress to and egress from the leased premises to carry out and perform Lessor's obligations hereunder and for such other purposes as may be reasonably necessary in connection with the operation of said building, and for the purpose of examining said premises and effecting alterations, additions, improvements, repairs or to remodel the same, all without any abatement of rent, and may for such purposes erect scaffolding deemed necessary by Lessor. Lessee shall not claim, or be allowed, or be paid, any damages for inconvenience occasioned thereby. Lessor shall maintain roof, exterior walls, structural foundation, internal and external plumbing, electrical, permanent light fixtures, heating and air conditioning, landscaping and driveway. All other items will be the responsibility of the Lessee.

Lessee will notify the Lessor's Maintenance Department of any repairs and Lessor shall have 24 hours to respond, except in cases of emergencies in which Lessor shall make its best effort to respond immediately.

12. **REPAIRS AND MAINTENANCE BY LESSEE:** Lessee shall, at their sole cost, keep and maintain in a good and safe condition said premises and every part thereof, excepting as identified in Paragraph 11 above, in good and sanitary order, condition and repair, hereby waiving all right to make repairs at the expense of Lessor as provided in Section 1942 of the Civil Code of the State of California, and all rights provided for by Section 1941 of said Civil Code.

13. **INSPECTION:** Lessor, or Lessor's agents, shall have the right of ingress to and egress from the leased premises at all reasonable times, with twenty-four (24) hours notice to Lessee, during the lease term for the purpose of inspecting the same. The premises will be surrendered, at termination of the Lease, in as good condition as received, normal wear and tear excepted. Unless otherwise indicated, Lessee acknowledges that the premises are in good order and repair.

14. **DESTRUCTION OF BUILDING:** If any improvements, including buildings and other structures, located on the premises are damaged or destroyed during the term of this Lease, the following shall be applicable:

a. If the damage or destruction is caused by a peril against which fire and extended coverage insurance is carried, Lessor shall repair that damage as soon as reasonably possible and restore the premises and improvements to substantially the same condition as existed before the damage or destruction, regardless of whether the insurance proceeds are sufficient to cover the actual cost of repair and restoration. If insurance has lapsed or not been carried, Lessor shall be solely responsible for the full cost and expense of necessary repairs.

b. Notwithstanding any other provision of this Lease, if any improvement located on the premises are damaged or destroyed to such an extent that it will cost more than \$20,000.00 to repair or replace them, and the damage or destruction is caused by a peril against which insurance is not required to be carried by this lease, Lessor may terminate this Lease by giving Lessee written notice of termination. The notice must be given with 60 days after occurrence of the damage or destruction.

c. Lessor and Lessee shall have the right to terminate this Lease if the premises are damaged or destroyed from any cause whatsoever, insured or uninsured, and the laws then in existence do not permit the repair or restoration of the premises provided for in this Agreement.

d. Either party may terminate this Lease, pursuant to the terms of this section, by giving written notice of termination to the other not later than 30 days after occurrence of the event giving rise to the right to terminate under this section, and termination shall be effective as of the date of the notice of termination. In the event of a termination under subsection b, Lessee shall not be entitled to collect any insurance proceeds attributable to insurance policies covering the premises or improvements, except those proceeds attributable to Lessee's personal property and trade fixtures.

e. If this Lease is terminated pursuant to this section, rent, taxes, assessments, and other sums payable by Lessee to Lessor under this lease shall be prorated as of the termination date. If any taxes, assessments, or rent has been paid in advance by Lessee, Lessor shall refund it to Lessee for the unexpired period for which the payment has been made.

f. Any and all repairs and restoration of improvements required by this section shall be commenced by Lessor, as the case may be, within a reasonable time after occurrence of the damage or destruction requiring the repairs or restoration; shall be diligently pursued after being commenced; and shall be completed within a reasonable time after the loss. If Lessor is required under this lease to perform the repairs and restoration, Lessor shall cause the repairs and restoration to be completed not later than 180 days after occurrence of the event causing destruction or Lessee shall have the right to terminate this Lease.

g. If the damage or destruction to the premise is caused by a peril against which insurance is not carried under this Lease, rent shall be abated only for the time and to the extent Lessee is prevented from occupying the premises for the uses authorized in this Lease.

h. If the damage or destruction is caused by a peril against which insurance is carried, Lessee shall continue to pay the full amount of rent required under this Lease notwithstanding the fact that damage or destruction renders the premises either partially or completely uninhabitable for the uses authorized by this Lease.

15. **INDEMNIFICATION:** Lessor shall not be liable in any manner for any loss, damage or injury to the person or property of said Lessee, or Lessee's agents or employees, or to persons invited to and permitted by Lessee to come upon or about the leased premises, sidewalks, entryways and parking areas or to any other persons, by reasons of anything done, permitted to be done or suffered, or omitted to be done by said Lessee, or Lessee's agents or employees. Lessee agrees to indemnify and save harmless Lessor from any and all such liability, damage, cost and expense, to protect Lessor against any claim, to defend Lessor against any such claim that may be made, or any action that may be brought against said Lessor relating to the leased premises, and to pay all costs and expenses of such protection and defense, including attorney's fees and court costs. Lessee further agrees that Lessor shall not be liable or accountable to any person and particularly, without limitation, to Lessee or any one claiming

under or through Lessee for any damage occasioned by or from plumbing, gas, water, steam, sewerage, electrical wiring, pipes or other apparatus or the bursting, leaking or running of any water closet, tank, plumbing, or other damage occasioned, being, or coming down, upon said leased premises and improvements from the roof, or any skylight, trapdoor or elsewhere from act or neglect of any person or occupant or adjacent or contiguous property, except as to an intentional or negligent act of Lessor, its agents or employees.

Lessee shall not be liable in any manner for any loss, damage or injury to the person or property of said Lessor, or Lessor's agents or employees, or to persons invited to and permitted by Lessor, to come upon or about the leased premises, sidewalks, entryways, driveways and parking areas or adjacent property, or to any other persons, by reasons of anything done, permitted to be done or suffered, or omitted to be done by said Lessor, or Lessor's agents or employees. Lessor agrees to indemnify and save harmless Lessee from any and all such liability, damage, cost and expense, to protect Lessee against any claim therefor, to defend Lessee against any such claim that may be made, or any action that may be brought against said Lessee relating to the leased premises, sidewalk, entryway, driveways, parking areas or adjacent property, and to pay all costs and expenses of such protection and defense, including attorney's fees and court costs.

Lessee shall not and does hereby agree not to conduct any activities or keep any materials, substances or articles in or about the premises which will or may impair or invalidate, or increase the premium costs of insurance policies that may be carried by the Lessor.

16. **LIABILITY INSURANCE:** Lessee agrees to obtain and keep in full force during the term hereof of this Agreement, at Lessee's expense, public liability and property damage insurances with companies and through brokers approved by Lessor to protect against liability for any public incident due to the use of and/or resulting from any accident occurring in or about said premises. Such insurance shall be not less than one million dollars (\$1,000,000.00) for any one public liability accident nor less than five hundred thousand dollars (\$500,000.00) for any one property damage incident. These policies shall be issued to the joint benefit of Lessor and Lessee. Lessor shall be furnished with copies of all said insurance policies and all endorsements thereto, and with appropriate certificates evidencing the insurance coverage afforded thereby, at the time of signature and execution of this Lease. Said policies shall provide the above described coverage, shall not be canceled without Lessor approval, and shall not be canceled without sixty (60) days prior written notice to Lessor.

17. **USE OF PREMISES:** Lessee shall use the leased premises for the purpose of conducting therein and thereon the maintenance and operations needed for the Exeter District Ambulance and for no other purpose whatsoever without the written consent of Lessor.

18. **ASSIGNMENT AND SUBLEASE:** Lessee shall not assign this Lease or any interest herein, or let or sublet the leased premises or any part thereof, without first obtaining the written consent of Lessor to do so. Any transfer or assignment of this Lease by operation of law without the written consent of Lessor shall make this Lease voidable at the option of Lessor.

19. **LESSEE'S DEFAULT:**

- Lessee:
- a. The occurrence of any of the following shall constitute a default by
 - (1) Failure to pay rent when due, if the failure continues for three (3) days after notice of default has been given to Lessee.
 - (2) Abandonment and vacation of the premises failure to occupy and operate the premises for ten (10) consecutive days shall be deemed an abandonment and vacation, except as provided in Paragraph 14, above.
 - (3) Failure to perform any other provision of this Lease if the failure to perform is not cured within ten (10) days after notice has been given to Lessee. If the default cannot reasonably be cured within ten (10) days, Lessee shall not be in default of this Lease if Lessee commences to cure the default within the ten (10) day period and diligently and in good faith continues to cure the default.

Lessor, at any time after Lessee commits a default, can cure the default at Lessee's cost. If Lessor at any time, by reason of Lessee's default, pays any sum or does any act that requires the payment of any sum, the sum paid by Lessor shall be due immediately from Lessee to Lessor within ten (10) days after notice to Lessee from Lessor that said sum has been paid; and if paid at a later date, shall bear interest at the rate of ten percent (10%) per annum from the date the sum is paid by Lessor until Lessor is reimbursed by Lessee. The sum, together with interest on it, shall be additional rent.

Lessor shall have the following remedies if Lessee commits a default. These remedies are not exclusive, but are cumulative in addition to any remedies now or later allowed by law. Lessor may continue this Lease in full force and effect, and the Lease shall continue in effect as long as Lessor does not terminate Lessee's right to possession, and Lessor shall have the right to collect rent when due. During the period Lessee is in default, Lessor can enter the premises and re-let them, or any part of them, to third parties for Lessee's account. Lessee shall be liable immediately to Lessor for all costs Lessor incurs in re-letting the premises, including, without limitation, broker's commissions, expenses of remodeling the premises required by the re-letting, and all other associated costs. Re-letting may be for a period shorter or longer than the remaining term of this Lease. Lessee shall pay to Lessor the rent due under this Lease on the dates the rent is due, less the rent Lessor receives from any re-letting. No act by Lessor allowed by this paragraph shall terminate this Lease unless Lessor notifies Lessee that Lessor elects to terminate this Lease. After Lessee's default and for as long as Lessor does not terminate Lessee's right to possession of the premises, if Lessee obtains Lessor's written consent, Lessee shall have the right to assign or sublet Lessee's interest in this Lease, but Lessee shall not be released from liability, Lessor's consent to a proposed assignment or subletting.

If Lessor elects to re-let the premises as provided in this paragraph, rent that Lessor receives from re-letting shall be applied to the payment of first, any indebtedness from Lessee to Lessor other than rent due Lessee; second, all costs, including for maintenance, incurred by Lessor in re-letting; and third, rent due and unpaid under this Lease. After deducting the payments referred to in this paragraph, any sum remaining from the rent Lessor receives from re-letting shall be held by Lessor and applied in payment of future rent as rent becomes due under this Lease. In no event shall Lessee be entitled to any excess

rent received by Lessor. If, on the date rent is due under this Lease, the rent received from the re-letting is less than the rent due on that date from Lessee, Lessee shall pay to Lessor, in addition to the remaining rent due, all costs, including for maintenance, Lessor incurred in re-letting that remain after applying the rent received from the re-letting as provided in this paragraph.

b. In the event of default, Lessor can terminate Lessee's right to possession of the premises at any time. No act by Lessor other than giving notice to Lessee shall terminate this Lease. Acts of maintenance, efforts to re-let the premises, or the appointment of a receiver on Lessor's initiative to protect Lessor's interest under this Lease shall not constitute a termination of Lessee's right to possession. Upon termination, Lessor has the right to recover from Lessee:

(1) The value, at the time of the award, of the unpaid rent that had been accrued at the time of termination of this Lease;

(2) The value, at the time of the award, of the amount by which the unpaid rent that would have been accrued after the date of termination of this Lease until the time of award exceeds the amount of the loss of rent that Lessee proves could have been reasonably avoided;

(3) The value, at the time of the award, of the amount by which the unpaid rent for the balance of the term after the time of award exceeds the amount of the loss of rent that Lessee proves could have been reasonably avoided; and,

(4) Any other amount, and Court costs, necessary to compensate Lessor for all detriment proximately caused by Lessee's default.

"The value, at the time of the award," as used in subparagraphs (1) and (2) of this paragraph, is to be computed by allowing interest at the rate of ten percent (10%) per annum. "The value, at the time of the award," as referred to in subparagraph (3) of this paragraph, is to be computed by discounting the amount at the discount rate of the Federal Reserve Bank of San Francisco at the time of the award, plus 1%.

20. **LESSOR'S DEFAULT:** Lessor shall in no event be in default in the performance of any of its obligations contained in this Lease unless and until Lessor shall have failed to perform such obligations within thirty (30) days or such additional time as is reasonably required to correct any such default after notice by Lessee to Lessor properly specifying where Lessor has failed to perform any such obligation.

21. **SUBORDINATION OF LEASE:** Lessee agrees that this Lease is and shall always be subordinate to any mortgage, deed of trust, or other instrument of security which has been or shall be placed on the land and building, of which the demised premises form a part, and such subordination is hereby made effective without any further act by Lessee. In the event any foreclosure proceedings are brought on any mortgage, deed of trust or other instrument of security to which this Lease is subordinate, Lessee agrees that the holder of such instrument of security, or transferee under a trustee or foreclosure sale, shall have the option of continuing this Lease upon the same terms, covenants and conditions herein contained.

22. **ATTORNEY'S FEES:** In the event it shall become necessary for either party to institute legal proceedings of any kind or character in order to compel performance of any of the covenants or conditions herein contained, the prevailing party shall have and recover all reasonable attorney's fees incurred in connection with such legal proceedings. Any action or proceeding brought by any party to enforce the terms or conditions of this Agreement shall be brought in Tulare County, California.

23. **BANKRUPTCY:** Either the appointment of a receiver to take possession of all or substantially all of the assets of the Lessee, a general assignment by Lessee for the benefit of creditors, or any action taken or suffered by Lessee under any insolvency or bankruptcy act shall, at the option of the Lessor, constitute a breach of the Lease by the Lessee and shall entitle the Lessor to immediately cancel or terminate the Lease, in which event neither Lessee nor any person claiming through or under Lessee by virtue of any statute or of an order of any court shall be entitled to possession or to remain in possession of the premises leased but shall forthwith quit and surrender the premises, and Lessor, in addition to the other rights and remedies Lessor has by virtue of any other provision contained herein or elsewhere in this Lease or by virtue of any statute or rule of law, may retain as liquidated damages any rent, security deposit, or moneys received from Lessee or others on behalf of Lessee.

24. **CONDEMNATION:** If any part of the premises shall be taken or condemned for a public or quasi-public use, and a part thereof remains which is susceptible for occupation hereunder, this Lease shall, as to the part so taken, terminate as of the date title shall vest in the condemner, and the rent payable hereunder shall be adjusted so that the Lessee shall be required to pay for the remainder of the term only such portion of such rent as the value of the leased part remaining after the condemnation bears to the value of the leased premises at the date of condemnation. If all of the leased premises, or such part thereof be taken or condemned so that there does not remain a portion susceptible for occupation hereunder, this Lease shall thereupon terminate. If a part or all of the leased premises be taken or condemned, all compensation awarded upon such condemnation or taking shall go to the Lessor and the Lessee shall have no claim thereto, and the Lessee hereby irrevocably assigns and transfers to the Lessor any right to compensation or damages to which the Lessee may become entitled during the term hereby by reason of the condemnation of all, or a part of the leased premises.

25. **PARKING AREA:** Lessee shall have the right to use any walk, driveway or parking area which is a part of the leased premises. In connection with the parking area, Lessee shall have the nonexclusive right to use the common parking area. The commercial building, as identified in Exhibit A, is subject to certain non-exclusive easements for ingress and egress over and across portions of the parking.

26. **SIGNS:** Lessee shall not permit or suffer signs, advertisements or notices to be displayed, inscribed upon or affixed on any part of the outside or inside of the premises, or on the building, except as authorized in writing by the Lessor.

27. **TIME OF ESSENCE:** Time is of the essence for each and every covenant herein contained.

28. **HOLDING OVER:** If Lessee should hold possession of said premises or any part

thereof, after the expiration of the term of this Lease, then such holding over shall constitute an unlawful detainer by Lessee, and any holding over shall be deemed a tenancy from month to month only, upon the same terms, covenants and conditions herein stipulated, except that the monthly rental shall be two times the rent on the last month's rent.

29. **WAIVER OF BREACH:** In the event Lessor shall waive one or more breaches of any of the terms of this Lease, Lessor shall not thereafter be precluded from preventing any further breaches of any of said terms, nor from enforcing a strict performance of each and all of said terms thereafter to be paid, kept or performed. Each and all of the rights and remedies herein given to Lessor are cumulative and the election of Lessor to proceed under any one or any number of such remedies shall in no manner abrogate Lessor's right to maintain or enforce any or all of the remaining rights or remedies herein given to Lessor.

30. **BINDS SUCCESSORS:** This Lease and the provisions hereof shall inure to the benefit of and shall be binding upon the successors and assigns of the respective parties hereto.

31. **NOTICES:** All notices, demands and requests from Lessor to Lessees shall be given in writing to Lessee, Exeter District Ambulance, _____, or personally served.

All notices, demands and requests from Lessee to Lessor shall be given to Lessor, WOODLAKE FIRE DISTRICT, Attention: Fire Chief, at 216 E. Naranjo Blvd., Woodlake, California, 93286, or personally served on Fire Chief.

32. **ENTIRE AGREEMENT:** This Lease and its Exhibit referenced herein contains the entire agreement of the parties with respect to the matters covered by this Lease, and no other agreement, statement, or promise made by any party, whether to any employee, officer, or agent of any party, which is not contained in this Lease shall be binding or valid. Modifications to this Agreement can only be made if they are in writing and signed by all parties.

33. **ABANDONMENT OF PERSONAL PROPERTY:** If Lessor's right of re-entry is exercised following abandonment of the premises by Lessee, then Lessor may consider any personal property belonging to Lessee and left on the premises to also have been abandoned, in which case Lessor may dispose of all such personal property in any manner Lessor shall deem proper and is hereby relieved of all liability for doing so.

34. **VALIDITY:** If any term or provision of this Lease is held by a Court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in force and effect and shall in no way be affected, impaired or invalid.

35. **SIGNATURES:** IN WITNESS WHEREOF, the parties have executed this Lease the day and year first hereinabove written.

The Lessee agrees to lease the premises from Lessor on the terms and conditions set forth above, acknowledges that she has inspected the premises and that the premises are in good order and repair.

LESSEE:

Exeter District Ambulance

Confirmed by:

Date_____

Date_____

The Lessor agrees to lease the premises to Lessee on the terms and conditions set forth above, and acknowledges receipt of proof of insurance, pursuant to Paragraph 16 of this Agreement.

LESSOR:

Woodlake Fire District

Confirmed by:

Shane Headrick, Board President

Anthony Perez, Fire Chief

Date_____

Date_____



EXETER DISTRICT AMBULANCE

302 E. Palm
Exeter, CA 93221

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

DISTRICT MANAGER'S REPORT

District Board Meeting October 29th, 2018

OPERATIONS

- Daily Call Summary for September
 - o September showed 392 calls or 13.07 per day, slightly lower than August.
 - o Response rate was 92.60% which is slightly higher than September's 92.38%.
 - o September's Transport rate was 8.93 per day compared to August's 8.77, the 5th consecutive month of increase.
 - o September had 4 in-zone late calls, of which all should be appealable. Please see the Compliance section for more details.
- Staffing
 - o We are currently fully staffed in both Paramedic and EMT positions.
 - o We brought in Tyler Fleischmann as a Per Diem EMT, replacing a recently open position.
 - o We continue to have a waiting list of EMTs, and now also for Medics.
 - o Our one Medic who was out on short term disability is now expected back in early November.
- Human Resources
 - o We have started to gear up for the next round of quarterly evaluations. This time we will include 2 peer reviews with each evaluation.
- Vehicles and Communications Equipment
 - o We have managed to keep vehicle maintenance costs to a minimum through September while moving all in-service vehicles through scheduled maintenance.
 - o We still have 211 unavailable although this should be resolved in late October.
 - o We are not using 210 in service until it is fully inspected and certified, something that will occur after 211 returns to service.
- Standby service
 - o We have been engaged to cover all home football games for Exeter (August – October)
 - o We will, similarly, cover all home games in Woodlake (August – October)
- Community Relations
 - o The District Manager will be presenting to the Three Rivers Women's Club on October 18th as part of the plans for the ALS unit in that community.
 - o EDA has been invited to present a short EMS session at Strathmore High School at a time of our choosing. This is an outcome of one of our crews (Jeremy Thomas and Tony Garcia) having saved the life of that teacher in July. We are still trying to schedule a convenient day.



EXETER DISTRICT AMBULANCE

42
302 E. Palm
Exeter, CA 93221

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

- EDA has been invited to visit the Three Rivers Union Elementary School as soon as a convenient date can be set.
- Annual Audit
 - M Green and Co will present to the board by the October meeting.

COMPLIANCE

At the end of August, TCCAD underwent a system transition from CommCAD to RNDB. As a result of many failures and incompatibilities during the transition, some data was lost and large chunks of functionality were unavailable for extended periods. This resulted in an inability to even appeal calls at over the last few days of August, or even have calls appear in Vista for the whole of September. CCEMSA has therefore temporarily suspended addressing appeals until the data and functionality can be recovered. CCEMSA has taken the step of cancelling the regular review meeting until the CAD system can be brought back to proper functionality.

APATC/TCCAD/SSM Update

After a great deal of work in August and September, a new posting plan has been finalized by the SSM and ratified by APATC. This plan will go into effect on November 12, along with adoption of new standard Radio/Telephone protocols, a policy on 11-44 calls, and a crew safety policy referred to as 11-99. As part of the rollout, we have begun a “road show” to explain and train as many employees as possible across all four of the providers in Tulare County. Each provider will host a training that is open to all. On Oct 17, all Supervisor/Shift Leads were trained together at the AAV facility. EDA will host a training on Friday, Oct 26th. Imperial will host one on Tuesday Oct 30, and American will host a general one on Nov 7. LifeStar has yet to announce a training date.

SERVICE ENHANCEMENTS

Three Rivers community solution

The community continues to show increasing support to the proposed ALS unit solution and the modified “interim” solution of providing lodging, food, and utilities for outside medics to be on call in town. It is understood that this will be only for a year at best during which local EMTs will undergo training and certification as resident Paramedics. Already several in-town community groups have set about raising money and identifying residences to accommodate this plan.

Woodlake Unit

The District Manager has met with the City of Woodlake and they are very receptive to the possibility of a full time unit in their town. This will be presented separately.

CERTIFIX

I have received clearance to be the Custodian of Record for the OID. Still awaiting the formal OID.



**EXETER DISTRICT
AMBULANCE**

**DAILY CALL SUMMARY
September 2018**

302 E Palm
Exeter, CA 93221
Phone: 559-594-5250
Fax: 559-592-2301

Date	Day	Calls	Cx Enroute	Cx On Scene	No Med/No	Deceased	Out of Zone	Late Arrival	Respond	Transport	RMCT
2018/09/01	Saturday	13	3	2	0	0	9	0	10	8	0
2018/09/02	Sunday	13	0	2	5	0	4	0	13	6	0
2018/09/03	Monday	15	0	1	1	1	7	0	15	12	0
2018/09/04	Tuesday	16	2	2	1	0	14	0	14	11	0
2018/09/05	Wednesday	11	1	1	0	1	6	0	10	8	0
2018/09/06	Thursday	10	0	0	1	0	10	0	10	9	0
2018/09/07	Friday	13	0	0	1	0	6	0	13	11	1
2018/09/08	Saturday	13	0	3	2	0	11	0	13	8	0
2018/09/09	Sunday	18	1	4	1	0	14	0	17	11	1
2018/09/10	Monday	10	0	1	1	0	8	0	10	6	2
2018/09/11	Tuesday	14	1	1	2	1	11	0	13	7	2
2018/09/12	Wednesday	9	2	0	0	0	6	0	7	7	0
2018/09/13	Thursday	17	0	4	1	1	10	0	17	9	2
2018/09/14	Friday	10	0	1	2	0	6	0	10	7	0
2018/09/15	Saturday	12	2	1	3	0	4	0	10	6	0
2018/09/16	Sunday	10	1	0	0	0	6	0	9	9	0
2018/09/17	Monday	13	0	3	0	0	9	0	13	9	1
2018/09/18	Tuesday	8	0	1	1	0	4	0	8	5	1
2018/09/19	Wednesday	15	2	0	2	0	11	0	13	10	1
2018/09/20	Thursday	12	4	0	0	0	9	0	8	7	1
2018/09/21	Friday	11	1	2	2	0	7	0	10	5	1
2018/09/22	Saturday	17	0	1	0	0	10	2	17	15	1
2018/09/23	Sunday	11	1	0	1	0	5	0	10	9	0
2018/09/24	Monday	14	0	2	0	0	7	0	14	12	0
2018/09/25	Tuesday	18	0	2	3	0	14	0	18	13	0
2018/09/26	Wednesday	13	1	2	2	0	4	1	12	8	0
2018/09/27	Thursday	12	3	0	1	0	9	0	9	8	0
2018/09/28	Friday	12	1	0	0	0	5	0	11	11	0
2018/09/29	Saturday	18	1	3	0	0	11	1	17	13	1
2018/09/30	Sunday	14	2	1	1	0	11	0	12	8	2
Total		392	29	40	34	4	248	4	363	268	17
Average		13.07	0.97	1.33	1.13	0.13	8.27	0.13	12.1	8.93	0.57
Average 3 units			7.40%	10.20%	8.67%	1.02%	63.27%	1.10%	92.60%	73.83%	4.68%

Average 3 units

Late/Respond

Trans/Respond

RCMT/Respond

