



**AGENDA**  
**Exeter District Ambulance**  
**Governing Board**  
**REGULAR MEETING**

302 E. Palm St., Exeter, CA 93221  
Monday, September 24<sup>th</sup>, 2018, 5:30pm  
District Office Meeting Room

1

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**

- Welcome
- Call to Order
- Roll Call
- Pledge of Allegiance

**AGENDA APPROVAL**

**ACTION ITEMS**

*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.*

**A. Reports from District Accountant (informational only)**

1. Monthly Income Statement: August 2018
2. Profit and Loss Summary: August 2018

**B. Reports from the District Manager (informational only)**

1. Overview of District Operations
2. Compliance Update
3. Audit Update
4. Vehicle Status
5. Three Rivers Update

**C. District Elections**

1. Appointment in lieu of election for one seat
2. Election office request for appointment candidates for other two available seats

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

**E. Set the date for the December Board Meeting**

**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 August, 2018**

2

**B. Approval of Collections/Write Offs—August 2018**

**PUBLIC COMMENT/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.*

**BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS**

**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:      October 22, 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.

# **EXETER DISTRICT AMBULANCE** **Profit & Loss Prev Year Comparison** **July through August 2018**

	Jul - Aug 18	Jul - Aug 17	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010 - Services Revenue				
5030 - Other Charge Write-off	-47,774.44	-81,426.71	33,652.27	41.3%
5020 - Contractual Write-Off	-926,753.19	-1,230,844.35	304,091.16	24.7%
4010-10 - Revenue Adjustment	3,024.18	158,894.40	-155,870.22	-98.1%
4010 - Services Revenue - Other	1,308,411.80	1,519,010.68	-210,598.88	-13.9%
<b>Total 4010 - Services Revenue</b>	<b>336,908.35</b>	<b>365,634.02</b>	<b>-28,725.67</b>	<b>-7.9%</b>
4015 - Bad Debt Recovery	754.69	1,108.82	-354.13	-31.9%
4020 - Miscellaneous Income				
4020-20 - Interest Income	14.16	253.74	-239.58	-94.4%
4020-40 - Other Income	6,469.80	210.00	6,259.80	2,980.9%
<b>Total 4020 - Miscellaneous Income</b>	<b>6,483.96</b>	<b>463.74</b>	<b>6,020.22</b>	<b>1,298.2%</b>
4040 - Overpayments	-2,350.77	-4,818.79	2,468.02	51.2%
<b>Total Income</b>	<b>341,796.23</b>	<b>362,387.79</b>	<b>-20,591.56</b>	<b>-5.7%</b>
<b>Cost of Goods Sold</b>				
5040 - Bad Debt Expense	26,089.16	23,277.90	2,811.26	12.1%
<b>Total COGS</b>	<b>26,089.16</b>	<b>23,277.90</b>	<b>2,811.26</b>	<b>12.1%</b>
<b>Gross Profit</b>	<b>315,707.07</b>	<b>339,109.89</b>	<b>-23,402.82</b>	<b>-6.9%</b>
<b>Expense</b>				
5065 - Bank service charge	645.05	630.66	14.39	2.3%
6200 - Communications				
6200-10 - Dispatch	15,400.00	18,370.00	-2,970.00	-16.2%
6200-30 - Telephone	1,722.95	1,146.77	576.18	50.2%
6200 - Communications - Other	374.60	364.42	10.18	2.8%
<b>Total 6200 - Communications</b>	<b>17,497.55</b>	<b>19,881.19</b>	<b>-2,383.64</b>	<b>-12.0%</b>
6300 - Fuel & Oil	11,559.65	10,171.85	1,387.80	13.6%
6400 - Insurance				
6400-10 - General Liability Insurance	11,196.25	10,082.00	1,114.25	11.1%
6400-20 - Health Insurance	25,865.77	8,142.98	17,722.79	217.7%
6400-40 - Worker's Compensation Insurance	2,249.66	8,578.37	-6,328.71	-73.8%
6400-50 - AFLAC Insurance	0.00	-155.50	155.50	100.0%
<b>Total 6400 - Insurance</b>	<b>39,311.68</b>	<b>26,647.85</b>	<b>12,663.83</b>	<b>47.5%</b>
6450 - Interest Expense	0.00	9.13	-9.13	-100.0%
6500 - Maintenance				
6500-10 - Buildings and Grounds	1,208.33	1,707.77	-499.44	-29.3%
6500-20 - Computers and Equipment	2,818.89	1,829.93	988.96	54.0%
6500-30 - Vehicle Maintenance	39,879.12	23,573.35	16,305.77	69.2%
<b>Total 6500 - Maintenance</b>	<b>43,906.34</b>	<b>27,111.05</b>	<b>16,795.29</b>	<b>62.0%</b>
6510 - Memberships	10.00	20.00	-10.00	-50.0%
6530 - Office Expense	3,179.68	2,718.00	461.68	17.0%
6600 - Professional Services				
6600-40 - Consulting Services	998.00	998.00	0.00	0.0%
6600-10 - Accounting Services	3,000.00	16,750.00	-13,750.00	-82.1%
6600-20 - Legal Services	3,990.00	0.00	3,990.00	100.0%
6600 - Professional Services - Other	2,000.00	2,000.00	0.00	0.0%
<b>Total 6600 - Professional Services</b>	<b>9,988.00</b>	<b>19,748.00</b>	<b>-9,760.00</b>	<b>-49.4%</b>
6650 - Publications and Legal Notices	315.00	0.00	315.00	100.0%
6700 - Payroll Expenses				
6700-20 - Regular Wages	169,429.18	180,487.21	-12,058.03	-6.7%
6700-30 - Payroll Taxes	4,931.62	6,760.00	-1,828.38	-27.1%
6700-40 - PERS - Company Contribution	19,135.98	23,038.74	-3,902.76	-16.9%
6700 - Payroll Expenses - Other	192.20	183.45	8.75	4.8%
<b>Total 6700 - Payroll Expenses</b>	<b>192,688.98</b>	<b>210,469.40</b>	<b>-17,780.42</b>	<b>-8.5%</b>
6800 - Rents	3,348.54	900.00	2,448.54	272.1%
6810 - Service and Supplies				
6810-10 - Medical Supplies	7,131.01	7,764.90	-633.89	-8.2%
6810 - Service and Supplies - Other	0.00	560.00	-560.00	-100.0%
<b>Total 6810 - Service and Supplies</b>	<b>7,131.01</b>	<b>8,324.90</b>	<b>-1,193.89</b>	<b>-14.3%</b>
6820 - Training/Seminars and Supplies	200.00	0.00	200.00	100.0%
6830 - Travel and Transportation	0.00	0.00	0.00	0.0%
6850 - Uniform Allowance	977.46	504.45	473.01	93.8%
6900 - Utilities				
6900-10 - Gas and Electric	2,059.88	1,768.33	291.55	16.5%
6900-20 - Water and Sewer	220.44	107.00	113.44	106.0%
6900 - Utilities - Other	0.00	319.98	-319.98	-100.0%
<b>Total 6900 - Utilities</b>	<b>2,280.32</b>	<b>2,195.31</b>	<b>85.01</b>	<b>3.9%</b>
<b>Total Expense</b>	<b>333,039.26</b>	<b>329,331.79</b>	<b>3,707.47</b>	<b>1.1%</b>
<b>Net Ordinary Income</b>	<b>-17,332.19</b>	<b>9,778.10</b>	<b>-27,110.29</b>	<b>-277.3%</b>
<b>Net Income</b>	<b>-17,332.19</b>	<b>9,778.10</b>	<b>-27,110.29</b>	<b>-277.3%</b>

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# Profit & Loss

## July through August 2018

	Jul - Aug 18
Ordinary Income/Expense	
Income	
4010 · Services Revenue	
5030 · Other Charge Write-off	-47,774.44
5020 · Contractual Write-Off	-926,753.19
4010-10 · Revenue Adjustment	3,024.18
4010 · Services Revenue - Other	1,308,411.80
Total 4010 · Services Revenue	336,908.35
4015 · Bad Debt Recovery	754.69
4020 · Miscellaneous Income	
4020-20 · Interest Income	14.16
4020-40 · Other Income	6,469.80
Total 4020 · Miscellaneous Income	6,483.96
4040 · Overpayments	-2,350.77
Total Income	341,796.23
Cost of Goods Sold	
5040 · Bad Debt Expense	26,089.16
Total COGS	26,089.16
Gross Profit	315,707.07
Expense	
5065 · Bank service charge	645.05
6200 · Communications	
6200-10 · Dispatch	15,400.00
6200-30 · Telephone	1,722.95
6200 · Communications - Other	374.60
Total 6200 · Communications	17,497.55
6300 · Fuel & Oil	11,559.65
6400 · Insurance	
6400-10 · General Liability Insurance	11,196.25
6400-20 · Health Insurance	25,865.77
6400-40 · Worker's Compensation Insurance	2,249.66
6400-50 · AFLAC Insurance	0.00
Total 6400 · Insurance	39,311.68
6500 · Maintenance	
6500-10 · Buildings and Grounds	1,208.33
6500-20 · Computers and Equipment	2,818.89
6500-30 · Vehicle Maintenance	39,879.12
Total 6500 · Maintenance	43,906.34
6510 · Memberships	10.00
6530 · Office Expense	3,179.68
6600 · Professional Services	
6600-40 · Consulting Services	998.00
6600-10 · Accounting Services	3,000.00
6600-20 · Legal Services	3,990.00
6600 · Professional Services - Other	2,000.00
Total 6600 · Professional Services	9,988.00
6650 · Publications and Legal Notices	315.00
6700 · Payroll Expenses	
6700-20 · Regular Wages	168,429.18
6700-30 · Payroll Taxes	4,931.62
6700-40 · PERS - Company Contribution	19,135.98
6700 · Payroll Expenses - Other	192.20

## EXETER DISTRICT AMBULANCE

09/19/18

## Profit &amp; Loss

Accrual Basis

July through August 2018

	Jul - Aug 18
Total 6700 · Payroll Expenses	192,688.98
6800 · Rents	3,348.54
6810 · Service and Supplies	
6810-10 · Medical Supplies	7,131.01
Total 6810 · Service and Supplies	7,131.01
6820 · Training/Seminars and Supplies	200.00
6830 · Travel and Transportation	0.00
6850 · Uniform Allowance	977.46
6900 · Utilities	
6900-10 · Gas and Electric	2,059.88
6900-20 · Water and Sewer	220.44
Total 6900 · Utilities	2,280.32
Total Expense	333,039.26
Net Ordinary Income	-17,332.19
Net Income	-17,332.19

09/19/18

Accrual Basis

## Balance Sheet

As of August 31, 2018

	Aug 31, 18
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1004 · Bank of Sierra Checking	79,852.36
1006 · Bank of Sierra Money Market	101,011.28
1005 · LAIF	168,700.09
1030 · Petty Cash	150.00
Total Checking/Savings	349,713.73
Accounts Receivable	
1200 · Account Receivable	324,372.64
1210 · Allowance for Bad Debt	-60,000.00
Total Accounts Receivable	264,372.64
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	608,197.55
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
<b>TOTAL ASSETS</b>	<b>1,285,330.52</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	47,049.11
Total Accounts Payable	47,049.11
Other Current Liabilities	
2160 · Accrued Expenses	23,264.70
2100 · Payroll Liabilities	
2100-10 · California PR Taxes	-4.71
2100-20 · Federal PR Taxes	533.26
2100-50 · Union Dues	87.00
2100 · Payroll Liabilities - Other	-29.44
Total 2100 · Payroll Liabilities	586.11
2150 · Accrued Vacation, Sick Pay	29,696.35
Total Other Current Liabilities	53,547.16
Total Current Liabilities	100,596.27

**EXETER DISTRICT AMBULANCE**  
**Balance Sheet**  
**As of August 31, 2018**

	Aug 31, 18
<b>Long Term Liabilities</b>	
2211 · Net Pension Liability	569,451.96
2900.0 · Deferred inflows of Resources	77,753.00
<b>Total Long Term Liabilities</b>	647,204.96
<b>Total Liabilities</b>	747,801.23
<b>Equity</b>	
33000 · Reserve for Contingencies	52,500.00
32000 · Unrestricted Net Assets	502,361.48
Net Income	-17,332.19
<b>Total Equity</b>	537,529.29
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,285,330.52</b>



## EXETER DISTRICT AMBULANCE

9/19/2018 10:03 AM

Register: 1004 · Bank of Sierra Checking

From 08/01/2018 through 08/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/01/2018			12000 · *Undeposited ...	Deposit		X	50.00	96,843.21
08/01/2018		Harland Clarke	6530 · Office Expense		42.05	X		96,801.16
08/03/2018			12000 · *Undeposited ...	Deposit		X	25.00	96,826.16
08/06/2018			12000 · *Undeposited ...	Deposit		X	50.00	96,876.16
08/07/2018			12000 · *Undeposited ...	Deposit		X	10,834.16	107,710.32
08/07/2018			12000 · *Undeposited ...	Deposit		X	100.00	107,810.32
08/07/2018			12000 · *Undeposited ...	Deposit		X	2,274.77	110,085.09
08/07/2018			12000 · *Undeposited ...	Deposit		X	234.76	110,319.85
08/07/2018			12000 · *Undeposited ...	Deposit		X	20.00	110,339.85
08/07/2018			12000 · *Undeposited ...	Deposit		X	2,994.00	113,333.85
08/07/2018			-split-	Deposit		X	3,408.54	116,742.39
08/07/2018			12000 · *Undeposited ...	Deposit		X	111.22	116,853.61
08/07/2018	7930	Valley Pacific Petrol...	6300 · Fuel & Oil	Acct. 71166	3,346.90	X		113,506.71
08/07/2018	7931	Frontier Communicat...	6200 · Communication...	Acct# 559-594-...	300.84	X		113,205.87
08/07/2018	7932	Pitney Bowes Global...	6530 · Office Expense	Lease Acct. # 0...	186.84	X		113,019.03
08/07/2018	7933	The Diesel Doctor	-split-	Inv.# 41830 & ...	3,765.53	X		109,253.50
08/07/2018	7934	Monarch Ford	-split-	Cust # 6085	5,575.60	X		103,677.90
08/07/2018	7935	Jack Griggs, Inc.	6300 · Fuel & Oil	Acct. 01-32460	862.00	X		102,815.90
08/07/2018	7936	Fresno Oxygen	-split-	Account # 25295	393.34	X		102,422.56
08/07/2018	7937	Exeter Mercantile	-split-	Customer No. ...	31.71	X		102,390.85
08/07/2018	7938	County of Tulare- Ge...	6800 · Rents	Lemon Cove R...	1,116.18	X		101,274.67
08/07/2018	7939	Beatwear	-split-	Inv. # 5293,52...	977.46	X		100,297.21
08/07/2018	7940	Guardian EMS	-split-	Cust ID# 338738	1,983.14	X		98,314.07
08/07/2018	7941	Tulare County Cons. ...	6200 · Communication...	Inv.# EDA-000...	8,184.00	X		90,130.07
08/07/2018	7942	SoCalGas	6900 · Utilities:6900-1...	Acct# 142 616 ...	30.63	X		90,099.44
08/07/2018	7943	City of Exeter	-split-	Acct.# 109-001...	110.22	X		89,989.22
08/07/2018	7944	Cortex EDI, Inc.	6530 · Office Expense	Acct.# 45231	70.00	X		89,919.22
08/07/2018	7945	eCore Software Inc.	-split-	Cust # 156202	420.00	X		89,499.22
08/07/2018	7946	Verizon Wireless	6200 · Communication...	Acct. # 370499...	522.26	X		88,976.96
08/07/2018	7947	Mia Neunzig	6530 · Office Expense		500.00	X		88,476.96
08/07/2018	7948	CERT Services	-split-	BLS for Health...	200.00	X		88,276.96
08/07/2018	7949	Overpayment Recovery	4040 · Overpayments	Call# T-17851	182.01	X		88,094.95
08/07/2018	7950	West Coast Tow	-split-	Inv.# 18-05815	200.00	X		87,894.95
08/07/2018	7951	The Foothills Sun Ga...	6650 · Publications an...	Inv.# 53110	315.00	X		87,579.95
08/07/2018	7952	bg origin group	-split-	Acct.# E-1003...	760.38	X		86,819.57
08/07/2018	7953	State Compensation I...	6400 · Insurance:6400-...	Policy # 91367...	2,249.66	X		84,569.91
08/07/2018	7956	Montoy Law Corp.	6600 · Professional Ser...	Client# 9036	1,220.00	X		83,349.91
08/08/2018		QuickBooks Payroll ...	6700 · Payroll Expenses	Created by Dir...	1.60	X		83,348.31
08/09/2018			12000 · *Undeposited ...	Deposit		X	2,029.47	85,377.78
08/09/2018			12000 · *Undeposited ...	Deposit		X	6,903.34	92,281.12

## EXETER DISTRICT AMBULANCE

10

9/19/2018 10:03 AM

Register: 1004 · Bank of Sierra Checking

From 08/01/2018 through 08/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/09/2018	DD	Chadi Kahwaji Incor...	6600 · Professional Ser...	Inv.# 40	1,000.00	X		91,281.12
08/09/2018		QuickBooks Payroll ...	-split-	Created by Pay...	28,390.47	X		62,890.65
08/10/2018			12000 · *Undeposited ...	Deposit		X	100.20	62,990.85
08/10/2018			12000 · *Undeposited ...	Deposit		X	1,338.43	64,329.28
08/10/2018			-split-	Deposit		X	2,449.88	66,779.16
08/10/2018			12000 · *Undeposited ...	Deposit		X	100.00	66,879.16
08/10/2018			12000 · *Undeposited ...	Deposit		X	100.00	66,979.16
08/10/2018			12000 · *Undeposited ...	Deposit		X	322.00	67,301.16
08/10/2018			12000 · *Undeposited ...	Deposit		X	200.00	67,501.16
08/10/2018	7954	Teamsters Local 517	-split-		1,362.00	X		66,139.16
08/10/2018	7955	CA State Disburseme...	-split-	ID# 10700788...	379.14	X		65,760.02
08/10/2018	7957	Banuelos, Peter	-split-		1,824.77	X		63,935.25
08/10/2018	7958	LegalShield	2100 · Payroll Liabilities	Group # 156423	191.40	X		63,743.85
08/10/2018	DD	Blair, Paul B.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Garcia, Jesse C.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Garcia, Tony	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Gray, Cresencia M	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Handley, Misty B.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Hobbs, Rebecca D	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Huckins, Anthony L.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Hutchinson, Jillian R	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Johnson, Adam E.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Johnson, Travis J	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Lester, Savannah B	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Lindsey, Michael T	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Lopez, Linzi	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Martinez, Yvette	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	McCoy, Brian R.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Miller, Linda M.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Ray, Allen D	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Ruiz Rodriguez, Mic...	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Sodhy, Peter K.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Stahl, Timothy B.	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Stockdale, Gabrielle F	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Sustaric, Bethany J	-split-	Direct Deposit		X		63,743.85
08/10/2018	DD	Thomas, Jeremy J.	-split-	Direct Deposit		X		63,743.85
08/13/2018			12000 · *Undeposited ...	Deposit		X	9,888.29	73,632.14
08/13/2018			-split-	Deposit		X	1,664.88	75,297.02
08/13/2018			12000 · *Undeposited ...	Deposit		X	200.00	75,497.02
08/13/2018	EFT	United States Treasury	-split-	94-2484636	5,446.18	X		70,050.84

## EXETER DISTRICT AMBULANCE

11  
9/19/2018 10:03 AM

Register: 1004 · Bank of Sierra Checking

From 08/01/2018 through 08/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/13/2018	EFT	EDD	-split-	499-0397-4	1,665.06	X		68,385.78
08/13/2018	EFT	CA Public Employee...	-split-	1894	3,178.18	X		65,207.60
08/13/2018	EFT	CalPERS	-split-	Unfunded Accr...	7,819.07	X		57,388.53
08/15/2018			12000 · *Undeposited ...	Deposit		X	117.12	57,505.65
08/15/2018			12000 · *Undeposited ...	Deposit		X	3,899.79	61,405.44
08/15/2018			12000 · *Undeposited ...	Deposit		X	50.00	61,455.44
08/15/2018	EFT	Nsure Inc	6600 · Professional Ser...		499.00	X		60,956.44
08/16/2018			-split-	Deposit		X	30.00	60,986.44
08/16/2018			12000 · *Undeposited ...	Deposit		X	8,301.22	69,287.66
08/16/2018			-split-	Deposit		X	1,885.69	71,173.35
08/21/2018			12000 · *Undeposited ...	Deposit		X	225.00	71,398.35
08/21/2018			12000 · *Undeposited ...	Deposit		X	2,395.20	73,793.55
08/21/2018	7959	Blue Shield of Califo...	6400 · Insurance:6400-...	Acct.# W0032...	10,271.53	X		63,522.02
08/21/2018	7960	AFLAC	6400 · Insurance:6400-...	Acct. # HU631	281.62	X		63,240.40
08/21/2018	7961	Southern California ...	6900 · Utilities:6900-1...	Cust Acct# 2-1...	613.52	X		62,626.88
08/21/2018	7962	Southern California ...	6900 · Utilities:6900-1...	Cust Acct# 2-0...	455.36	X		62,171.52
08/21/2018	7963	Gross & Stevens	6500 · Maintenance:65...	Inv.# 101888	1,691.48	X		60,480.04
08/21/2018	7964	Idea Printing & Grap...	6530 · Office Expense	Acct. #2095	292.95	X		60,187.09
08/21/2018	7965	County of Tulare- Ge...	6800 · Rents	Lemon Cove R...	1,116.18	X		59,070.91
08/21/2018	7966	U.S Bank National A...	6530 · Office Expense	Acct. # 4246 0...	50.75	X		59,020.16
08/21/2018	7967	Lady Bug Pest Control	6500 · Maintenance:65...	LB3066	30.00			58,990.16
08/21/2018	7968	Purchase Power	6530 · Office Expense	8000-9000-038...	123.04	X		58,867.12
08/21/2018	7969	Fresno Oxygen	-split-	Account # 25295	211.08	X		58,656.04
08/21/2018	7970	Guardian EMS	-split-	Cust ID# 338738	868.33	X		57,787.71
08/21/2018	7971	Staples Credit Plan	-split-	Acct. No. 6011...	243.74	X		57,543.97
08/21/2018	7972	Debra Hood, CPA	6600 · Professional Ser...	July 2018 Acco...	1,500.00	X		56,043.97
08/21/2018	7973	Exeter Mercantile	-split-	Customer No. ...	24.32	X		56,019.65
08/21/2018	7974	CenCal Distributing I...	6530 · Office Expense	Monthly Water	173.27	X		55,846.38
08/21/2018	7975	bg origin group	-split-	Acct.# E-1003...	1,553.51	X		54,292.87
08/21/2018	7976	Charter Communicati...	6200 · Communications	Acct.# 8203 12...	103.38	X		54,189.49
08/21/2018	7977	Select Business Syste...	6530 · Office Expense	Customer No. ...	96.20	X		54,093.29
08/21/2018	7978	HealthNet	4040 · Overpayments	Claim #201820...	1,804.80			52,288.49
08/21/2018	7979	Monarch Ford	-split-	Cust # 6085	5,575.60	X		46,712.89
08/22/2018			12000 · *Undeposited ...	Deposit		X	8,728.63	55,441.52
08/23/2018			12000 · *Undeposited ...	Deposit		X	16,645.18	72,086.70
08/23/2018			12000 · *Undeposited ...	Deposit		X	100.00	72,186.70
08/23/2018			12000 · *Undeposited ...	Deposit		X	3,870.93	76,057.63
08/23/2018			-split-	Deposit		X	14,017.79	90,075.42
08/23/2018		QuickBooks Payroll ...	-split-	Created by Pay...	29,449.76	X		60,625.66
08/24/2018	7980	CA State Disburseme...	-split-	ID# 20000000...	379.14	X		60,246.52

## EXETER DISTRICT AMBULANCE

9/19/2018 10:03 AM

Register: 1004 · Bank of Sierra Checking

From 08/01/2018 through 08/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/24/2018	7981	LegalShield	-split-		191.40	X		60,055.12
08/24/2018	7982	Banuelos, Peter	-split-		1,019.53	X		59,035.59
08/24/2018	7983	Carnes, Kevin M	-split-		704.58	X		58,331.01
08/24/2018	DD	Blair, Paul B.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Garcia, Jesse C.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Garcia, Tony	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Gray, Cresencia M	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Handley, Misty B.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Hobbs, Rebecca D	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Huckins, Anthony L.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Hutchinson, Jillian R	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Johnson, Adam E.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Johnson, Travis J	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Lester, Savannah B	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Lopez, Linzi	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Martinez, Yvette	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	McCoy, Brian R.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Miller, Linda M.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Ray, Allen D	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Rodgers, Dave	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Ruiz Rodriguez, Mic...	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Sodhy, Peter K.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Stahl, Timothy B.	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Stockdale, Gabrielle F	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Sustaric, Bethany J	-split-	Direct Deposit		X		58,331.01
08/24/2018	DD	Thomas, Jeremy J.	-split-	Direct Deposit		X		58,331.01
08/27/2018			12000 · *Undeposited ...	Deposit		X	6,961.89	65,292.90
08/27/2018			12000 · *Undeposited ...	Deposit		X	6,455.88	71,748.78
08/27/2018			4020 · Miscellaneous I...	Deposit		X	30.00	71,778.78
08/27/2018	EFT	United States Treasury	-split-	94-2484636	5,426.18	X		66,352.60
08/27/2018	EFT	EDD	-split-	499-0397-4	1,607.33	X		64,745.27
08/27/2018	EFT	CA Public Employee...	-split-	1894	3,069.68	X		61,675.59
08/28/2018			12000 · *Undeposited ...	Deposit		X	25.00	61,700.59
08/28/2018			12000 · *Undeposited ...	Deposit		X	50.00	61,750.59
08/28/2018			12000 · *Undeposited ...	Deposit		X	3,429.46	65,180.05
08/28/2018		QuickBooks Payroll ...	-split-	Created by Pay...	1,108.60	X		64,071.45
08/29/2018	EFT	United States Treasury	-split-	94-2484636	174.18	X		63,897.27
08/29/2018	EFT	EDD	-split-	499-0397-4	44.82	X		63,852.45
08/29/2018	EFT	CA Public Employee...	-split-	1894	182.93	X		63,669.52
08/29/2018	DD	Garcia, Tony	-split-	Direct Deposit		X		63,669.52

## EXETER DISTRICT AMBULANCE

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9/19/2018 10:03 AM

Register: 1004 · Bank of Sierra Checking

From 08/01/2018 through 08/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/31/2018			12000 · *Undeposited ...	Deposit		X	5,827.35	69,496.87
08/31/2018			12000 · *Undeposited ...	Deposit			100.00	69,596.87
08/31/2018			12000 · *Undeposited ...	Deposit		X	10,495.14	80,092.01
08/31/2018			-split-	Deposit		X	340.50	80,432.51
08/31/2018			5065 · Bank service ch...	Service Charge	362.76	X		80,069.75
08/31/2018	EFT	UPrinting	6530 · Office Expense	Job# 4880060	86.28			79,983.47
08/31/2018	EFT	ADT Security Service	6500 · Maintenance:65...		131.11	X		79,852.36

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## EXETER DISTRICT AMBULANCE

302 E. Palm  
Exeter, CA 93221

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

### DISTRICT MANAGER'S REPORT

**District Board Meeting September 24<sup>th</sup>, 2018**

#### **OPERATIONS**

- Daily Call Summary for August
  - o August showed a total of 433 calls, or 13.97 per day, which is lower than July's.
  - o August showed a higher response rate of 92.38% compare with July at 88.65%.
  - o August showed in increase to 8.77 transports per day compared to July at 8.29 transports per day. This represents the 4 consecutive month of increases.
  - o August had 4 in-zone late calls, of which all should be appealable. Please see the Compliance section for more details.
- Staffing
  - o We have recently welcomed Anthony Caezza as a Full Time Paramedic, to take over Tim Stahl's open position. Mr. Caezza comes from American Ambulance.
  - o We have also brought in Andres Diaz as a Per Diem Paramedic to fill out all our current staffing needs. Mr. Diaz comes from Imperial Ambulance.
  - o We continue to have a waiting list of EMTs, and now also for Medics.
  - o We have one Medic out for a month.
  - o We have one EMT out for another week.
- Human Resources
  - o We have completed all but 3 quarterly performance evaluations. These are mostly due to scheduling issues.
- Vehicles and Communications Equipment
  - o We have one vehicle out of service pending repair (211)
  - o Remarkably 210 is now running perfectly normally without additional work. We will be sending it for a detailed inspection just to be sure.
- 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 presented at the Three Rivers Community Services District on September 12<sup>th</sup>.
  - o EDA visited Miss Dawn's Roundup preschool on 09/14/2018. Pictures have been posted to our webpage.
  - o EDA now has EDA-specific "Junior Paramedic" stickers to hand out at events. The District Manager is working on a brochure for older audiences.
  - o EDA was invited to be a part of the Monrovia Woodlake Health Fair on September 22<sup>nd</sup>.



## EXETER DISTRICT AMBULANCE

302 E. Palm  
Exeter, CA 93221

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

- 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. This has been put off until Mr. Garcia returns from his leave.
- Annual Audit
  - The audit by M Green and company began on Monday 08/20/2018
  - They expect to be fully wrapped up and be ready to present to the board by the October meeting.

### COMPLIANCE

EDA has received a formal letter from CCEMSA notifying us that we have been removed from Major Breach status.

There were a total of 10 Late Arrivals in-zone for August, 5 of which are EDA units. There are 2 calls that are not appealable and both are non-EDA units. All of the remaining 8 have been appealed. With a measured total of 95 calls, we are only allowed 4 total actual late calls after appeal to remain in compliance.

At the end of August, TCCAD underwent a system transition from CommCAD to RNDB. Unfortunately, this was very poorly done, resulting in over a week of sustained failures and errors, and ultimately, some lost data. Some of the evidence used in the appeals no longer exists. We have been given an extension for those who are struggling to complete their appeals with limited backup, and it remains to be seen what CCEMSA will do with unsubstantiated appeals.

### SERVICE ENHANCEMENTS

#### Three Rivers community solution

The community continues to show increasing support to the proposed ALS unit solution. Unfortunately, we were not able to locate the minimum of three existing resident Paramedics for the initial proposal to work. We have embarked on a modified proposal to attract non-resident Paramedics to the community by providing housing, utilities, and meals. Several community organizations have mobilized to gather adequate funding for this to work for one year. These organizations are also attempting to locate a suitable vehicle to serve as the ALS unit.

### CERTIFIX

I have received clearance to be the Custodian of Record for the OID. However, we have not yet been sent the actual OID.



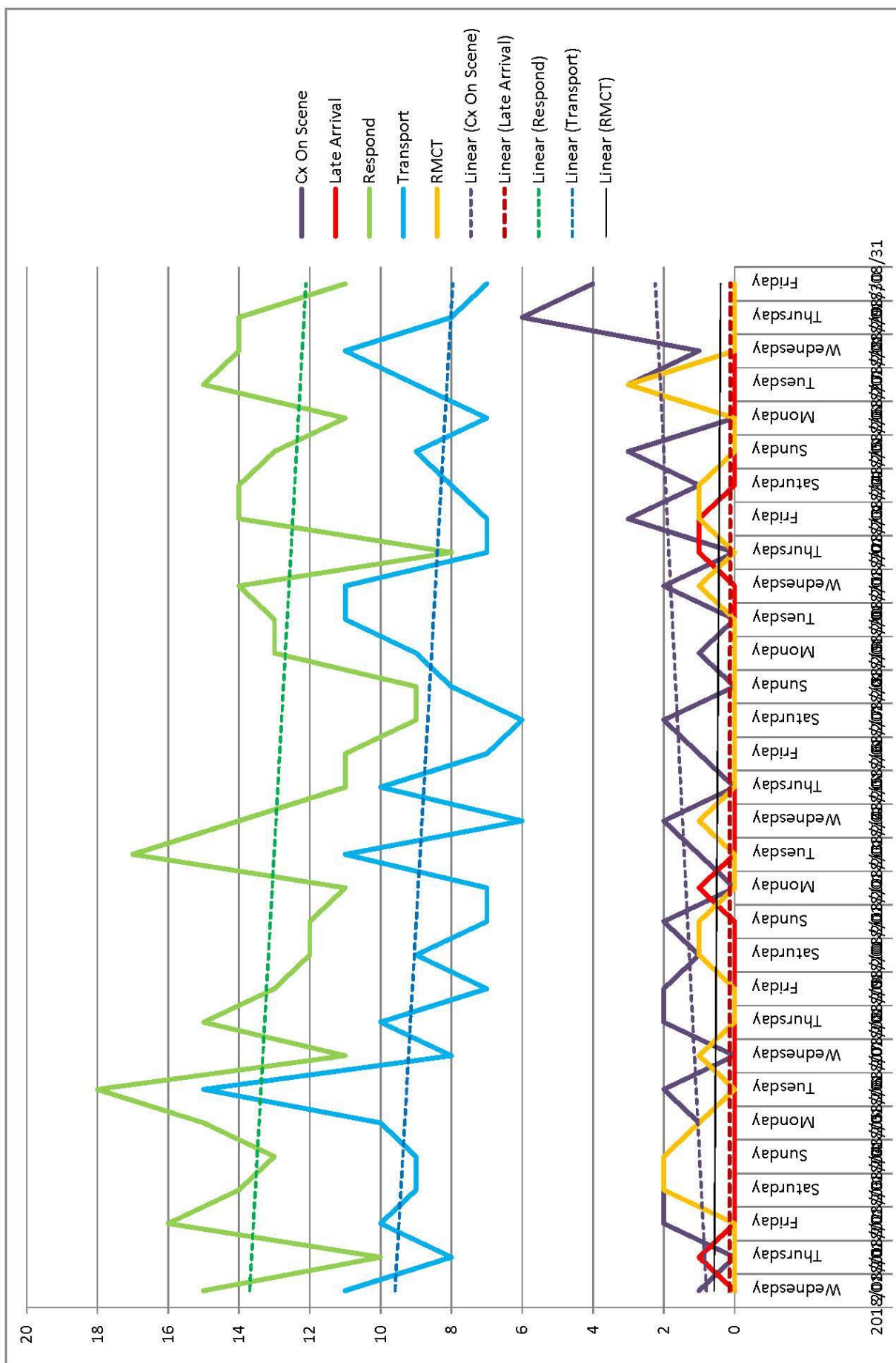


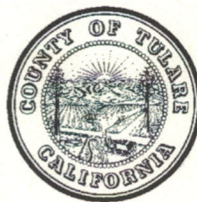
**EXETER DISTRICT  
AMBULANCE**

**DAILY CALL SUMMARY  
August 2018**

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

Date	Day	Calls	Cx Enroute	Cx On Scene	Out of Zone	Late Arrival	Respond	Transport	RMCT
2018/08/01	Wednesday	18	3	1	8	0	15	11	0
2018/08/02	Thursday	10	1	0	6	1	10	8	0
2018/08/03	Friday	18	1	2	10	0	16	10	0
2018/08/04	Saturday	18	0	2	14	0	14	9	2
2018/08/05	Sunday	13	0	2	7	0	13	9	2
2018/08/06	Monday	18	1	1	11	0	15	10	1
2018/08/07	Tuesday	20	1	2	9	0	18	15	0
2018/08/08	Wednesday	12	1	0	7	0	11	8	1
2018/08/09	Thursday	17	0	2	12	0	15	10	0
2018/08/10	Friday	16	1	2	8	0	13	7	0
2018/08/11	Saturday	12	0	1	8	0	12	9	1
2018/08/12	Sunday	12	0	2	7	0	12	7	1
2018/08/13	Monday	12	0	0	8	1	11	7	0
2018/08/14	Tuesday	17	0	1	14	0	17	11	0
2018/08/15	Wednesday	14	0	2	12	0	14	6	1
2018/08/16	Thursday	11	0	0	7	0	11	10	0
2018/08/17	Friday	12	1	1	7	0	11	7	0
2018/08/18	Saturday	9	0	2	3	0	9	6	0
2018/08/19	Sunday	10	0	0	7	0	9	8	0
2018/08/20	Monday	15	1	1	9	0	13	9	0
2018/08/21	Tuesday	13	0	0	9	0	13	11	0
2018/08/22	Wednesday	17	1	2	10	0	14	11	1
2018/08/23	Thursday	8	0	0	3	1	8	7	0
2018/08/24	Friday	15	1	3	5	1	14	7	1
2018/08/25	Saturday	15	0	1	10	0	14	8	1
2018/08/26	Sunday	15	1	3	6	0	13	9	0
2018/08/27	Monday	11	0	0	7	0	11	7	0
2018/08/28	Tuesday	15	0	3	8	0	15	9	3
2018/08/29	Wednesday	14	0	1	9	0	14	11	0
2018/08/30	Thursday	15	1	6	7	0	14	8	0
2018/08/31	Friday	11	0	4	4	0	11	7	0
<b>Total</b>		<b>433</b>	<b>15</b>	<b>47</b>	<b>252</b>	<b>4</b>	<b>400</b>	<b>272</b>	<b>15</b>
<b>Average</b>		<b>13.97</b>	<b>0.48</b>	<b>1.52</b>	<b>8.13</b>	<b>0.13</b>	<b>12.9</b>	<b>8.77</b>	<b>0.48</b>
Average 3 units			<b>3.46%</b>	<b>10.85%</b>	<b>58.20%</b>	<b>1.00%</b>	<b>92.38%</b>	<b>68.00%</b>	<b>3.75%</b>
						Late/Respond		Trans/Respond	RCMT/Respond





September 5, 2018

Exeter District Ambulance  
302 East Palm  
Exeter, CA 93221

To Whom It May Concern:

According to our records, there are two (2) short term vacancies with terms ending December 4, 2020. Please inform our office if the District has any recommendations to fill these positions.

Appointments in Lieu of Election will be made by the Board of Supervisors on November 06, 2018, so we ask that you respond **no later than October 11, 2018** to assure that your request will be processed on time. **Please note that if appointments are not made during this time, your district may be without members until the next upcoming Election process.**

If you require additional information or have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Melinda Benton", with a long horizontal flourish extending to the right.

Melinda Benton, Chief Clerk  
Clerk of the Board of Supervisors

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**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE BOARD OF DIRECTORS OF EXETER DISTRICT  
AMBULANCE ADOPTING CONFLICT OF INTEREST CODE**

**WHEREAS**, the Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt Conflict of Interest Codes; and

**WHEREAS**, Exeter District Ambulance has required elected officials and other designated officials to file Statements of Economic Interest including Initial Statements, Assuming Office Statements, Annual Statements and Leaving Office Statements as required under the Political Reform Act and the Fair Political Practices Commission (hereafter FPPC); and

**WHEREAS**, Exeter District Ambulance requires compliance with the Political Reform Act and FPPC regulations; and

**WHEREAS**, the FPPC has adopted a regulation, 2 Cal. Code of Regulations Section 18730, which contains the terms of a standard Conflict of Interest Code which can be incorporated by reference and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

**NOW THEREFORE, THE BOARD OF DIRECTORS OF THE EXETER DISTRICT  
AMBULANCE RESOLVE AS FOLLOWS:**

1. The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix A designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Exeter District Ambulance ("District").
2. Designated officials, employees and consultants shall file statements of economic interest with the District Secretary who shall perform the duties of filing officer for the District.

3. Statements of Economic Interest shall be made available for public inspection and reproduction at Exeter District Ambulance during regular business hours as required by Government Code section 81008.

THE FOREGOING RESOLUTION WAS ADOPTED upon motion of Director\_\_\_\_\_,  
seconded by Director \_\_\_\_\_, at a regular meeting on this day of September 24, 2018, by  
the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
DISTRICT SECRETARY

## **APPENDIX “A” to Resolution No. 2018-**

### **List of Designated Positions**

<b><u>Job Title</u></b>	<b><u>Disclosure Categories</u></b>
Board of Directors Members	1, 2, 3, 4, 5, 6
District Manager	1, 2, 3, 4, 5, 6, 7
District Counsel	1, 2, 3, 4, 5, 6, 7
Consultants*	1, 2, 3, 4, 5, 6, 7

\*Consultants shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations:

The District Manager may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that are limited in scope and therefore is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The District Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

### **Disclosure Categories**

When a designated position is required to disclose investments and sources of income, the person need only disclose investments in business entities and sources of income which do business in the jurisdiction, plan to do business in the jurisdiction or have done business in the jurisdiction within the past two years. In addition to other activities, a business entity is doing business in the jurisdiction if it owns real property in the jurisdiction. When a designated position is required to disclose interests in real property, the person need only disclose real property which is located in whole or in part within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency.

Designated positions shall disclose their financial interest pursuant to the appropriate disclosure category as indicated herein.

Category 1      All investments and sources of income.

Category 2      All interests in real property.

Category 3      All investments, interests in real property and sources of income subject to the regulatory, permit or licensing authority of the District.

- Category 4 Investments in business entities and sources of income which engage in land development, construction or the acquisition or sale of real property.
- Category 5 Interests in real property located within two miles of any land owned or used by the District.
- Category 6 Investments in business entities and sources of income of the type which, within the past two years, have contracted with the District to provide services, supplies, materials, machinery or equipment.
- Category 7 Investments in business entities and sources of income of the type which, within the past two years, have contracted with the designated position's department to provide services, supplies, materials, machinery or equipment.





**MINUTES**  
**Exeter District Ambulance**  
**Governing Board**  
**REGULAR MEETING**

District Office Meeting Room  
 302 E. Palm St., Exeter, CA 93221  
 Monday, August 27<sup>th</sup>, 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 5:31pm
- Roll Call – Mr. Pfenning
- Pledge of Allegiance – Mr. Pfenning

**PUBLIC COMMENT**

1. No comments from the public

**AGENDA APPROVAL**

**A. Reports from District Accountant (*informational only*)**

Ms. Hood covered year-end June 20, 2018. All the figures have been corrected to reflect Accrual. We received a Workers Compensation refund of approximately \$13,000 and the auditor has been notified of this. We recorded a loss of approximately \$12,000. Depreciation amounted to about \$20,000. Ms. Hood reported that overall, we are within about \$6,000 of the budget for the year. The revenue was lower than expected but was helped by Lindsay traffic.

In covering the July financials, Ms. Hood noted that there was a large loss, primarily due to a number of large unexpected expenses. Cash decreased, and revenues were about \$8,000 less than last year. Receivables also decreased.

**B. Reports from the District Manager**

Both June and July showed progressive improvement in calls and responses. July ended at an average of 8.29 transports a day, the third consecutive month of increase in transports.

Tim Stahl resigned his full time position and we already have two candidates to fill the opening. Mr. Stahl will continue as a Per Diem. We also brought on Kevin Carne from Pistoiresi Ambulance in Madera as a Per Diem medic.

Quarterly performance evaluations of all staff have begun and are expected to be completed by early September; the large window primarily due to scheduling problems. We have one vehicle (211) out pending repair, and six vehicles operational and available. EDA has picked up standby service for the Sole2Sole Half Marathon as well as home football games for both Exeter and Woodlake.

The District Manager has made presentations to the Kiwanis Club of Exeter and the Lions Club of Exeter – both of which were well received.

As part of our contractual agreement, we have applied the logo of the Lindsay Local Hospital District to EDA 02.

EDA has been back in compliance since May 2018 and in June we achieved 95.74% while in July we achieved 97.56%. We expect notification from CCEMSA that our Major Breach status will be rescinded. The District Manager also reminded the board that since January, we have been assessed \$16,650 in penalties, most of which were for the month of March

2018. Fines for June and July only amounted to \$360.

The District Manager continues to work with Three Rivers agencies and others on refining a solution to ALS response for the Three Rivers area.

We continue to wait for the next step in the OID application.

**C. Draft Board By-Laws**

District Counsel reviewed the status of the proposed by-laws which were distributed to the board for consideration at the June meeting. There was some discussion and suggestion for a correction. DM moved to accept the by-law as amended. TM seconded. Carried 3-0-2.

**CONSENT CALENDAR**

A motion was made (TM) and seconded (DM) 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 reported that Supervisor Crocker was very pleased with the progress and status of Exeter District Ambulance.

AP requested that a discussion of the December meeting date be added to the next agenda.

**PUBLIC COMMENT REGARDING CLOSED SESSION**

1. No public comments

**CLOSED SESSION – 6:05pm**

**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

**C. Employee Performance Evaluation**

Title: District Manager

**RECONVENE TO OPEN SESSION; REPORT FROM CLOSED SESSION - 7:19pm**

No reportable actions

**ORGANIZATIONAL BUSINESS**

None

**ADJOURNMENT**

Motion to adjourn (DM) seconded (TM) at 7:20pm. 3-0-2.

**Next Regular Meeting: September 24, 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: September 24<sup>th</sup>, 2018

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Diana Mendez  
Board Secretary

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**MINUTES**  
**Exeter District Ambulance**  
**Governing Board**  
**SPECIAL MEETING**

District Office Meeting Room  
 302 E. Palm St., Exeter, CA 93221  
 Monday, August 27<sup>th</sup>, 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 Manager Peter Sodhy (PS)

**OPENING**

- Welcome – Mr. Pfenning
- Call to Order – Mr. Pfenning at 5:29pm
- Roll Call – Mr. Pfenning
- Pledge of Allegiance – Mr. Pfenning

**PUBLIC COMMENT**

1. No comments from the public

**AGENDA APPROVAL**

**A. Presentation of Cash status**

**a. Request to convert Money Market into Cash to supplement revenue**

District Manager reviewed current cash flow status and the fact that while transports are up, insurance carriers are taking longer and longer to pay. That combined with the increased costs of vehicle repair over the last few months has drained the available cash in the back. The District Manager requested the conversion of the Money Market funds to cash to provide a buffer while we smooth out the cash flow. After discussion AP moved to authorize the District Manager to convert up to 75% of the Money Market funds as necessary, with a report to follow to the board. DM seconded. Carried 3-0-2. It was requested to list this as a resolution.

**B. Presentation and Discussion of potential plan by other agency to contract with Woodlake**

**a. Any response or action plan for potential repercussions**

District Manager reported hearing that American Ambulance was potentially going to make a bid to “take over” Woodlake. While unsubstantiated, the loss of Woodlake revenue would be a blow to EDA and make 817 even less viable than it already is. District Manager reported that there is a Woodlake City Council meeting on October 8<sup>th</sup> and asked the board for direction. The board recommended that EDA be aggressive about meeting with Woodlake to have EDA provide primary service, a move supported by a member of the public at this meeting. TM volunteered to attend the meeting. Jackie Paull, who was present at this meeting, also offered her help in making a bid for Woodlake.

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

No public comments

**BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS**

DM congratulated AP on his recent promotion to Chief.

**ORGANIZATIONAL BUSINESS**

None

**ADJOURNMENT**

Motion to adjourn (DM) seconded (TM) at 5:50pm. 3-0-2.

**Next Regular Meeting: September 24, 2018**

**MINUTES CERTIFICATION**

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Date: September 24<sup>th</sup>, 2018

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Diana Mendez  
Board Secretary