



AGENDA
Exeter District Ambulance
Governing Board
REGULAR MEETING

302 E. Palm St., Exeter, CA 93221
 Monday, December 28, 2020, 5:30 pm

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

NOTE: THE REGULAR BOARD OF DIRECTORS MEETING OF NOVEMBER 30, 2020, WILL BE CONDUCTED BY TELECONFERENCE PER PROVISIONS OF EXECUTIVE ORDERS N-25-20 AND N-29-20 ISSUED BY THE GOVERNOR'S OFFICE

To ensure that the District meets Executive Orders N-25-20 and N-29-20 and the Brown Act and to minimize the spread of the COVID-19 virus, Members of the Board of Directors and staff intend to participate in the meeting by telephone.

- Members of the public may participate in the meeting remotely by calling +1 (646) 749-3122 and entering Passcode 574-043-109 at the prompt. Comments may also be submitted by email prior to the meeting at manager@edaems.com.
- Every effort will be made to read email comments into the record, but repetitive comments may not be read due to time constraints.

Exeter District Ambulance thanks you in advance for taking all precautions to prevent the spreading the COVID-19 virus.

OPENING

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

AGENDA APPROVAL

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

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

CONSENT CALENDAR

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

- A. Approval of Meeting Minutes November 30, 2020
- B. Approval of Collections/Write Offs

PUBLIC HEARINGS

- None

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

UNFINISHED BUSINESS

A. TCCAD Report

1. Presentation of county-wide posting 6-month data report if available

NEW BUSINESS

A. Reports from District Accountant (informational only)

1. Monthly Income Statement: October & November 2020
2. Profit and Loss Summary: October & November 2020

B. Update on Transition to Wittman Enterprises billing (informational only)

1. "Old" accounts prior to 01/01/2020

C. Update on Tulare County Posting Plan/COVID-19 response

1. Consider proposal to limit daily number of EDA post moves outside of coverage area

D. Vehicle status report (informational only)

1. Presentation of purchase options for vehicles (if available)

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS

REPORTS FROM THE DISTRICT MANAGER (INFORMATIONAL ONLY)

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

PUBLIC COMMENT REGARDING CLOSED SESSION

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

CLOSED SESSION

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

Agency Designated Representatives: District Manager

Employee Organization: TEAMSTERS LOCAL #517

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

Title: District Manager

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

ADJOURNMENT

Next Regular Meeting: January 25, 2021

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

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

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



MINUTES
Exeter District Ambulance
Governing Board
REGULAR MEETING

District Office Meeting Room
 302 E. Palm St., Exeter, CA 93221
 Thursday, November 30, 2020, 5:30pm

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

Present Adam Pfenning (AP), Diana Mendez (DM) - phone, Bobby Martinez (BM)
Also Present District Manager Peter Sodhy (PS)

OPENING

- Call to Order – Mr. Pfenning at 5:30pm
- Roll Call – Mr. Pfenning

AGENDA APPROVAL

AP requested that New Business be moved up to accommodate District Accountant. BM moved, AP 2nd. 3-0-0.

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

- Doug Woods spoke about an incident a few weeks ago where an EDA unit was initially dispatched and was then cancelled in favor of an EBLs unit. Mr. Woods stated that PS miscommunicated CCEMSA policy on EBLs and that dispatch actually followed the policy correctly.

CONSENT CALENDAR

- A. Approval of Meetings Minutes September 28, 2020**
 A motion was made (DM) which was seconded (BM). 3-0-0.
- B. Approval of Collections/Write-Offs**
 Not available.

PUBLIC HEARINGS

- None

UNFINISHED BUSINESS

- A. TCCAD Report**
 The full month report was not available at the time of the meeting. These reports are specifically generated by Daniel Schultz of LifeStar and he was unable to produce it in time.
- B. Review of Dinuba Fire Community Membership Service revenue plan**
 After some initial discussion of the actual number of families in the Exeter area that would qualify, it was agreed that this idea be tabled until a later time. District Manager will remove from future agenda.

NEW BUSINESS

- A. Reports from District Accountant**
 District Accountant reviewed the September 2020 statements. She noted that we currently have about \$200,000 in checking. However, we will have large invoices due soon; totaling \$21,000 in January, \$18,000 in February, and \$40,000 in March and April. She also noted that the A/R did not include the prior year because 2020 data in from Wittman, but 2019 data is from Linda. She also believes that the \$996k amount

from Wittman is overstated by about \$300k and will speak with the auditor about it. As a result, the Financial Statement is overstated. The budgeted amount was around \$330k and the actual reported was \$617k which was overstated. The Cost of Goods Sold was \$99k which includes recent Wittman write offs from January through June. That amount is overstated and will be pulled to the prior fiscal year.

B. Update on Transition to Wittman Enterprises billing (informational only)

Pending a quote from Wittman.

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

a. Consider proposal to limit daily number of EDA post moves outside of coverage area

PS reported that he met with Imperial Ambulance and LifeStar Ambulance to discuss a change in the existing posting plan to accommodate limiting the number of outside post moves for each EDA units, but to also include similar provisions for other providers. PS was told that there was no desire to change the existing plan and that EDA did have the option of withdrawing from the plan if they so chose, although the specifics of what withdrawal from the plan means were not clarified. The Board asked that data and reports be created to show and compare all providers moving to all locations throughout the county in order to get a better sense of the post move load on individual providers. This might be a snapshot comparison that may be as simple as one selected month per quarter, or a six-month period, preferably June through November. PS to present at the next meeting.

D. Vehicle status report (informational only)

a. Presentation of purchase options for vehicles (if available)

E. Consider proposal to purchase one additional powered gurney

PS reported that EDA currently only has 2 powered gurneys and 2 manual gurneys. With the increasing frequency of overweight patients, and the fact that we regularly field 3 units, we really need to acquire a 3rd powered gurney. These can be purchased as refurbished between \$5.5k to \$8.5k depending on condition. A motion was made by DM to approve the purchase a refurbished powered gurney of the same make and model as the existing two others for a price between \$5.5k and \$8.5k. BM 2nd. 3-0-0.

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS

None

REPORTS FROM THE DISTRICT MANAGER (INFORMATIONAL ONLY)

No new information to report on Three Rivers.

While Call Volume showed an increase compared to last year, actual Transport Volume was lower. We are still seeing a high number of cancellations and RMCTs as people still try to avoid transporting to a hospital.

All vehicles are in service and available. We continue to have one Medic out on long-term medical, and now have an EMT out for the last two months, likely at least for another full month.

EDA failed to meet our compliance requirement for October 2020, the first time in almost 2 years.

PUBLIC COMMENT REGARDING CLOSED SESSION

A. No public comments

CLOSED SESSION – 06:38pm

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

Agency Designated Representatives: District Manager

Employee Organization: TEAMSTERS LOCAL #517

B. Pursuant to Government Code Section 54956.9 (d) (4)

Deciding whether to initiate litigation

One Case

C. Public Employee Performance Evaluation (Government Code Section 54957)

Title: District Manager

**RECONVENE TO OPEN SESSION; REPORT FROM CLOSED SESSION, IF ANY –
07:34pm**

No Reportable Actions

ADJOURNMENT

Motion to adjourn (DM) seconded (BM) at 7:38pm. 3-0-0.

Next Regular Meeting: Thursday, December 28, 2020, 5:30pm**MINUTES CERTIFICATION**

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

Date: December 28, 2020

Diana Mendez
Board Secretary

Balance Sheet

As of October 31, 2020

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1004 · Bank of Sierra Checking	217,445.74
1006 · Bank of Sierra Money Market	6,004.44
1005 · LAIF	137,231.02
1030 · Petty Cash	150.00
Total Checking/Savings	<u>360,831.20</u>
Accounts Receivable	
1200 · Account Receivable	932,235.90
1210 · Allowance for Bad Debt	-117,000.00
Total Accounts Receivable	<u>815,235.90</u>
Other Current Assets	
1200-05 · Accrued Interest	644.33
1400 · Prepaid Expenses	7,622.92
Total Other Current Assets	<u>8,267.25</u>
Total Current Assets	<u>1,184,334.35</u>
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	738,404.01
1500-30 · Office Equipment & Fixtures	71,522.86
Total 1500 · Fixed Assets	<u>1,462,251.98</u>
1600 · Allowance for Depreciation	-1,165,289.43
Total Fixed Assets	<u>296,962.55</u>
Other Assets	
1700.0 · Deferred Outflows of Resources	308,006.70
Total Other Assets	<u>308,006.70</u>
TOTAL ASSETS	<u><u>1,789,303.60</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	37,484.85
Total Accounts Payable	<u>37,484.85</u>
Other Current Liabilities	
2160 · Accrued Expenses	21,270.16
2100 · Payroll Liabilities	
2100-10 · California PR Taxes	1,558.01
2100-20 · Federal PR Taxes	6,132.18
2100-30 · CalPERS	2,015.79
2100-50 · Union Dues	125.00
2100 · Payroll Liabilities - Other	-75.81
Total 2100 · Payroll Liabilities	<u>9,755.17</u>
2150 · Accrued Vacation, Sick Pay	33,913.37
Total Other Current Liabilities	<u>64,938.70</u>
Total Current Liabilities	<u>102,423.55</u>

EXETER DISTRICT AMBULANCE

12/22/20

Balance Sheet

Accrual Basis

As of October 31, 2020

	Oct 31, 20
Long Term Liabilities	
2211 · Net Pension Liability	505,066.96
2900.0 · Deferred inflows of Resources	103,766.00
	<hr/>
Total Long Term Liabilities	608,832.96
	<hr/>
Total Liabilities	711,256.51
	<hr/>
Equity	
33000 · Reserve for Contingencies	52,500.00
32000 · Unrestricted Net Assets	922,073.98
Net Income	103,473.11
	<hr/>
Total Equity	1,078,047.09
	<hr/>
TOTAL LIABILITIES & EQUITY	1,789,303.60

Profit & Loss

July through October 2020

Accrual Basis

	Jul - Oct 20
Ordinary Income/Expense	
Income	
4010 · Services Revenue	
5030 · Other Charge Write-off	-802,246.42
5020 · Contractual Write-Off	-843,913.08
4010-10 · Revenue Adjustment	-18,480.81
4010 · Services Revenue - Other	2,452,377.52
Total 4010 · Services Revenue	787,737.21
4015 · Bad Debt Recovery	9.10
4020 · Miscellaneous Income	
4020-20 · Interest Income	0.65
4020-40 · Other Income	202,672.52
Total 4020 · Miscellaneous Income	202,673.17
4040 · Overpayments	-633.99
Total Income	989,785.49
Cost of Goods Sold	
5040 · Bad Debt Expense	138,753.36
Total COGS	138,753.36
Gross Profit	851,032.13
Expense	
5050 · Refunds	5,564.47
5065 · Bank service charge	1,566.45
6200 · Communications	
6200-10 · Dispatch	28,275.35
6200-30 · Telephone	3,222.48
6200 · Communications - Other	1,812.10
Total 6200 · Communications	33,309.93
6300 · Fuel & Oil	17,861.78
6400 · Insurance	
6400-10 · General Liability Insurance	13,794.00
6400-20 · Health Insurance	53,331.48
6400-40 · Worker's Compensation Insurance	26,531.86
6400-50 · AFLAC Insurance	1,117.84
Total 6400 · Insurance	94,775.18
6500 · Maintenance	
6500-10 · Buildings and Grounds	1,890.66
6500-20 · Computers and Equipment	3,328.22
6500-30 · Vehicle Maintenance	30,042.12
Total 6500 · Maintenance	35,261.00
6510 · Memberships	180.00
6530 · Office Expense	7,483.33
6580 · Other Direct Employee Costs	112.86
6600 · Professional Services	
6600-50 · Billing Service	23,847.82
6600-10 · Accounting Services	7,890.00
6600-20 · Legal Services	18,812.50
6600 · Professional Services - Other	5,000.00
Total 6600 · Professional Services	55,550.32
6650 · Publications and Legal Notices	467.50
6700 · Payroll Expenses	
6700-50 · Pension Expense-GASB 68	700.00
6700-20 · Regular Wages	407,483.25
6700-30 · Payroll Taxes	11,242.80

EXETER DISTRICT AMBULANCE
Profit & Loss
July through October 2020

	<u>Jul - Oct 20</u>
6700-40 · PERS - Company Contribution	47,117.98
6700 · Payroll Expenses - Other	386.00
Total 6700 · Payroll Expenses	466,930.03
6800 · Rents	4,998.83
6810 · Service and Supplies	
6810-10 · Medical Supplies	13,559.76
Total 6810 · Service and Supplies	13,559.76
6820 · Training/Seminars and Supplies	200.00
6850 · Uniform Allowance	2,059.41
6900 · Utilities	
6900-10 · Gas and Electric	7,008.17
6900-20 · Water and Sewer	670.00
Total 6900 · Utilities	7,678.17
Total Expense	747,559.02
Net Ordinary Income	103,473.11
Net Income	103,473.11

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through October 2020

	Jul - Oct 20	Jul - Oct 19
Ordinary Income/Expense		
Income		
4010 · Services Revenue		
5030 · Other Charge Write-off	-802,246.42	-152,290.28
5020 · Contractual Write-Off	-843,913.08	-1,579,412.21
4010-10 · Revenue Adjustment	-18,480.81	-203,355.89
4010 · Services Revenue - Other	2,452,377.52	2,615,247.04
Total 4010 · Services Revenue	787,737.21	680,188.66
4015 · Bad Debt Recovery	9.10	7,328.28
4020 · Miscellaneous Income		
4020-20 · Interest Income	0.65	18.50
4020-40 · Other Income	202,672.52	11,047.34
Total 4020 · Miscellaneous Income	202,673.17	11,065.84
4040 · Overpayments	-633.99	-6,345.64
Total Income	989,785.49	692,237.14
Cost of Goods Sold		
5040 · Bad Debt Expense	138,753.36	113,174.44
Total COGS	138,753.36	113,174.44
Gross Profit	851,032.13	579,062.70
Expense		
5050 · Refunds	5,564.47	30.00
6805 · Special District Expenses	0.00	60,027.64
5065 · Bank service charge	1,566.45	1,548.58
6200 · Communications		
6200-10 · Dispatch	28,275.35	31,372.00
6200-30 · Telephone	3,222.48	3,737.28
6200 · Communications - Other	1,812.10	1,320.15
Total 6200 · Communications	33,309.93	36,429.43
6300 · Fuel & Oil	17,861.78	25,734.80
6400 · Insurance		
6400-10 · General Liability Insurance	13,794.00	12,999.75
6400-20 · Health Insurance	53,331.48	37,102.16
6400-40 · Worker's Compensation Insurance	26,531.86	14,625.52
6400-50 · AFLAC Insurance	1,117.84	1,148.38
Total 6400 · Insurance	94,775.18	65,875.81
6500 · Maintenance		
6500-10 · Buildings and Grounds	1,890.66	2,836.05
6500-20 · Computers and Equipment	3,328.22	3,723.84
6500-30 · Vehicle Maintenance	30,042.12	48,581.56
Total 6500 · Maintenance	35,261.00	55,141.45
6510 · Memberships	180.00	180.00
6520 · Miscellaneous	0.00	317.05
6530 · Office Expense	7,483.33	9,418.21
6580 · Other Direct Employee Costs	112.86	0.00
6600 · Professional Services		
6600-50 · Billing Service	23,847.82	0.00
6600-40 · Consulting Services	0.00	499.00
6600-10 · Accounting Services	7,890.00	7,500.00
6600-20 · Legal Services	18,812.50	2,520.00
6600 · Professional Services - Other	5,000.00	5,000.00
Total 6600 · Professional Services	55,550.32	15,519.00
6650 · Publications and Legal Notices	467.50	0.00
6700 · Payroll Expenses		

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through October 2020

	Jul - Oct 20	Jul - Oct 19
6700-50 · Pension Expense-GASB 68	700.00	700.00
6700-20 · Regular Wages	407,483.25	375,636.53
6700-30 · Payroll Taxes	11,242.80	8,595.41
6700-40 · PERS - Company Contribution	47,117.98	46,614.14
6700 · Payroll Expenses - Other	386.00	445.35
Total 6700 · Payroll Expenses	466,930.03	431,991.43
6800 · Rents	4,998.83	8,281.60
6810 · Service and Supplies		
6810-10 · Medical Supplies	13,559.76	15,301.68
6810 · Service and Supplies - Other	0.00	205.00
Total 6810 · Service and Supplies	13,559.76	15,506.68
6820 · Training/Seminars and Supplies	200.00	1,288.56
6830 · Travel and Transportation	0.00	0.00
6850 · Uniform Allowance	2,059.41	486.73
6900 · Utilities		
6900-10 · Gas and Electric	7,008.17	6,488.76
6900-20 · Water and Sewer	670.00	470.94
Total 6900 · Utilities	7,678.17	6,959.70
Total Expense	747,559.02	734,736.67
Net Ordinary Income	103,473.11	-155,673.97
Net Income	103,473.11	-155,673.97

REVIEWED / APPROVED BY _____
 FOLLOWING BOARD MEETING _____
 SIGN _____
 DATE _____

EXETER DISTRICT AMBULANCE
Balance Sheet
 As of November 30, 2020

	Nov 30, 20
ASSETS	
Current Assets	
Checking/Savings	
1004 · Bank of Sierra Checking	253,848.95
1006 · Bank of Sierra Money Market	6,004.84
1005 · LAIF	137,231.02
1030 · Petty Cash	150.00
Total Checking/Savings	397,234.81
Accounts Receivable	
1200 · Account Receivable	1,029,467.38
1210 · Allowance for Bad Debt	-117,000.00
Total Accounts Receivable	912,467.38
Other Current Assets	
1200-05 · Accrued Interest	644.33
1400 · Prepaid Expenses	7,622.92
Total Other Current Assets	8,267.25
Total Current Assets	1,317,969.44
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	738,404.01
1500-30 · Office Equipment & Fixtures	71,522.86
Total 1500 · Fixed Assets	1,462,251.98
1600 · Allowance for Depreciation	-1,165,289.43
Total Fixed Assets	296,962.55
Other Assets	
1700.0 · Deferred Outflows of Resources	308,006.70
Total Other Assets	308,006.70
TOTAL ASSETS	1,922,938.69
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	37,484.85
Total Accounts Payable	37,484.85
Other Current Liabilities	
2160 · Accrued Expenses	21,270.16
2100 · Payroll Liabilities	
2100-10 · California PR Taxes	1,778.77
2100-20 · Federal PR Taxes	6,808.40
2100-30 · CalPERS	1,902.12
2100-50 · Union Dues	78.00
2100 · Payroll Liabilities - Other	-95.57
Total 2100 · Payroll Liabilities	10,471.72
2150 · Accrued Vacation, Sick Pay	33,913.37
Total Other Current Liabilities	65,655.25
Total Current Liabilities	103,140.10

EXETER DISTRICT AMBULANCE
Balance Sheet
As of November 30, 2020

	<u>Nov 30, 20</u>
Long Term Liabilities	
2211 · Net Pension Liability	505,066.96
2900.0 · Deferred inflows of Resources	103,766.00
	<hr/>
Total Long Term Liabilities	608,832.96
	<hr/>
Total Liabilities	711,973.06
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Equity	
33000 · Reserve for Contingencies	52,500.00
32000 · Unrestricted Net Assets	922,073.98
Net Income	236,391.65
	<hr/>
Total Equity	1,210,965.63
	<hr/>
TOTAL LIABILITIES & EQUITY	<u>1,922,938.69</u>

EXETER DISTRICT AMBULANCE
Profit & Loss
 July through November 2020

	<u>Jul - Nov 20</u>
Ordinary Income/Expense	
Income	
4010 · Services Revenue	
5030 · Other Charge Write-off	-1,027,296.41
5020 · Contractual Write-Off	-1,063,207.54
4010-10 · Revenue Adjustment	-12,363.88
4010 · Services Revenue - Other	<u>3,148,384.02</u>
Total 4010 · Services Revenue	1,045,516.19
4015 · Bad Debt Recovery	9.10
4020 · Miscellaneous Income	
4020-20 · Interest Income	1.05
4020-40 · Other Income	<u>249,779.62</u>
Total 4020 · Miscellaneous Income	249,780.67
4040 · Overpayments	<u>-633.99</u>
Total Income	1,294,671.97
Cost of Goods Sold	
5040 · Bad Debt Expense	<u>138,753.36</u>
Total COGS	<u>138,753.36</u>
Gross Profit	1,155,918.61
Expense	
5050 · Refunds	5,564.47
5065 · Bank service charge	2,264.74
6200 · Communications	
6200-10 · Dispatch	44,671.11
6200-30 · Telephone	4,028.25
6200 · Communications - Other	<u>2,132.42</u>
Total 6200 · Communications	50,831.78
6300 · Fuel & Oil	21,954.17
6400 · Insurance	
6400-10 · General Liability Insurance	27,520.30
6400-20 · Health Insurance	51,367.62
6400-40 · Worker's Compensation Insurance	26,531.86
6400-50 · AFLAC Insurance	<u>1,692.36</u>
Total 6400 · Insurance	107,112.14
6500 · Maintenance	
6500-10 · Buildings and Grounds	2,144.87
6500-20 · Computers and Equipment	3,783.20
6500-30 · Vehicle Maintenance	<u>41,556.31</u>
Total 6500 · Maintenance	47,484.38
6510 · Memberships	180.00
6530 · Office Expense	8,440.83
6580 · Other Direct Employee Costs	212.86
6600 · Professional Services	
6600-50 · Billing Service	32,691.26
6600-10 · Accounting Services	7,890.00
6600-20 · Legal Services	20,715.00
6600 · Professional Services - Other	<u>6,000.00</u>
Total 6600 · Professional Services	67,296.26
6650 · Publications and Legal Notices	467.50
6700 · Payroll Expenses	
6700-50 · Pension Expense-GASB 68	700.00
6700-20 · Regular Wages	499,264.43
6700-30 · Payroll Taxes	<u>13,971.88</u>

EXETER DISTRICT AMBULANCE
Profit & Loss
July through November 2020

	<u>Jul - Nov 20</u>
6700-40 · PERS - Company Contribution	58,363.90
6700 · Payroll Expenses - Other	469.85
Total 6700 · Payroll Expenses	572,770.06
6800 · Rents	6,623.83
6810 · Service and Supplies	
6810-10 · Medical Supplies	17,461.41
Total 6810 · Service and Supplies	17,461.41
6820 · Training/Seminars and Supplies	400.00
6850 · Uniform Allowance	2,059.41
6900 · Utilities	
6900-10 · Gas and Electric	7,483.12
6900-20 · Water and Sewer	920.00
Total 6900 · Utilities	8,403.12
Total Expense	919,526.96
Net Ordinary Income	236,391.65
Net Income	236,391.65

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through November 2020

	<u>Jul - Nov 20</u>	<u>Jul - Nov 19</u>
Ordinary Income/Expense		
Income		
4010 · Services Revenue		
5030 · Other Charge Write-off	-1,027,296.41	-179,272.93
5020 · Contractual Write-Off	-1,063,207.54	-1,947,017.02
4010-10 · Revenue Adjustment	-12,363.88	-158,099.22
4010 · Services Revenue - Other	3,148,384.02	3,140,995.04
Total 4010 · Services Revenue	1,045,516.19	856,605.87
4015 · Bad Debt Recovery	9.10	7,382.78
4020 · Miscellaneous Income		
4020-20 · Interest Income	1.05	22.97
4020-40 · Other Income	249,779.62	11,493.42
Total 4020 · Miscellaneous Income	249,780.67	11,516.39
4040 · Overpayments	-633.99	-7,461.73
Total Income	1,294,671.97	868,043.31
Cost of Goods Sold		
5040 · Bad Debt Expense	138,753.36	131,175.83
Total COGS	138,753.36	131,175.83
Gross Profit	1,155,918.61	736,867.48
Expense		
5050 · Refunds	5,564.47	30.00
6805 · Special District Expenses	0.00	60,027.64
5065 · Bank service charge	2,264.74	1,993.15
6200 · Communications		
6200-10 · Dispatch	44,671.11	39,486.76
6200-30 · Telephone	4,028.25	4,559.42
6200 · Communications - Other	2,132.42	1,524.16
Total 6200 · Communications	50,831.78	45,570.34
6300 · Fuel & Oil	21,954.17	28,380.50
6400 · Insurance		
6400-10 · General Liability Insurance	27,520.30	12,999.75
6400-20 · Health Insurance	51,367.62	35,543.24
6400-40 · Worker's Compensation Insurance	26,531.86	17,895.68
6400-50 · AFLAC Insurance	1,692.36	1,694.76
Total 6400 · Insurance	107,112.14	68,133.43
6500 · Maintenance		
6500-10 · Buildings and Grounds	2,144.87	2,986.05
6500-20 · Computers and Equipment	3,783.20	4,578.17
6500-30 · Vehicle Maintenance	41,556.31	51,992.37
Total 6500 · Maintenance	47,484.38	59,556.59
6510 · Memberships	180.00	180.00
6520 · Miscellaneous	0.00	317.05
6530 · Office Expense	8,440.83	12,512.99
6580 · Other Direct Employee Costs	212.86	0.00
6600 · Professional Services		
6600-50 · Billing Service	32,691.26	0.00
6600-40 · Consulting Services	0.00	499.00
6600-10 · Accounting Services	7,890.00	9,275.00
6600-20 · Legal Services	20,715.00	4,040.00
6600 · Professional Services - Other	6,000.00	5,000.00
Total 6600 · Professional Services	67,296.26	18,814.00
6650 · Publications and Legal Notices	467.50	341.00
6700 · Payroll Expenses		

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through November 2020

	Jul - Nov 20	Jul - Nov 19
6700-50 · Pension Expense-GASB 68	700.00	700.00
6700-20 · Regular Wages	499,264.43	509,451.97
6700-30 · Payroll Taxes	13,971.88	11,858.00
6700-40 · PERS - Company Contribution	58,363.90	57,391.25
6700 · Payroll Expenses - Other	469.85	545.10
Total 6700 · Payroll Expenses	572,770.06	579,946.32
6800 · Rents	6,623.83	11,225.37
6810 · Service and Supplies		
6810-10 · Medical Supplies	17,461.41	18,782.97
6810 · Service and Supplies - Other	0.00	205.00
Total 6810 · Service and Supplies	17,461.41	18,987.97
6820 · Training/Seminars and Supplies	400.00	1,629.56
6830 · Travel and Transportation	0.00	0.00
6850 · Uniform Allowance	2,059.41	3,155.53
6900 · Utilities		
6900-10 · Gas and Electric	7,483.12	7,065.52
6900-20 · Water and Sewer	920.00	584.46
Total 6900 · Utilities	8,403.12	7,649.98
Total Expense	919,526.96	918,451.42
Net Ordinary Income	236,391.65	-181,583.94
Net Income	236,391.65	-181,583.94

REVIEWED / APPROVED BY THE
FOLLOWING BOARD MEMBER:

SIGN _____

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 December 28th, 2020

OPERATIONS

- Daily Call Summary through year-end 19/20
- By comparison with last year:

	Calls		Response		Response Ratio		Transports		Trans/Resp Ratio		Units per day		Trans/Unit/Day	
	19/20	20/21	19/20	20/21	19/20	20/21	19/20	20/21	19/20	20/21	19/20	20/21	19/20	20/21
July	391	374	347	339	88.75%	90.64%	272	236	78.39%	69.62%	3.20	2.93	2.74	2.60
August	427	417	379	380	88.76%	91.13%	300	271	79.16%	71.32%	3.26	3.19	2.97	2.74
September	374	446	327	405	87.43%	90.81%	249	260	76.15%	64.20%	3.13	3.36	2.65	2.58
October	347	376	317	336	91.35%	89.36%	255	235	80.44%	69.94%	3.23	3.06	2.63	2.47
November	306	426	280	379	91.50%	88.97%	205	273	73.21%	72.03%	3.17	3.07	2.16	2.97
December	349		318		91.12%		216		67.92%		3.13		2.23	
January	387		336		86.82%		240		71.43%		3.32		2.33	
February	357		325		91.04%		222		68.31%		3.34		2.29	
March	364		317		87.09%		196		61.83%		3.32		1.90	
April	324		291		89.81%		175		60.14%		2.79		2.09	
May	339		303		89.38%		197		65.02%		3.00		2.12	
June	376		343		91.22%		218		63.56%		3.30		2.20	

- Staffing
 - One Medic out with a long-term injury.
 - We are fully staffed for Full Time EMTs.
 - We will be losing one Full Time Medic by 12/28/2020 and have a replacement already lined up.
 - We have 2 Per Diem Medics, and 4 Per Diem EMTs.
- Vehicles and Communications Equipment
 - Unit 210 is out of service and will be decommissioned.
 - Unit 211 requires a new motor. All other units are operational and available.

OPERATIONAL PERFORMANCE

EDA Transport volume for November far exceeded that for same time last year. This is a combination of increased Call Volume and a return to almost-normal Transport ratios. However, this might be short-lived as hospitals become over-utilized at this stage of the Pandemic. A new Tulare County policy has units now required to attempt to not transport non-emergent patients to the ER. This policy went into effect on Monday, 12/21/2020.

We received a little over \$66,000 from the supplementary CARES grant that we applied for at the beginning of November.



EXETER DISTRICT AMBULANCE

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With the spiking COVID situation in Tulare County, we have also seen an increase in calls that are in part due to a sporadic drop in the number of available units as crews themselves get infected. We did have one Medic test positive but were very lucky that other crewmembers managed to avoid catching it.

Tulare County began COVID vaccine distribution on Wednesday 12/16/2020. To date, only about 1/3 of our crews have been vaccinated. Other crew continue to have concerns about the safety and efficacy of the Pfizer vaccine and are taking a wait-and-see attitude. In the meantime, we have also enforced stricter procedures in crew areas as well as in the field. These will remain in place regardless of the number of crew who are vaccinated.

After approval at the last Board Meeting, we have ordered a refurbished Stryker Pro XP powered gurney which will be delivered by 12/28/2020.

SCHEDULING

We continue to operate at a 56-hour average workweek with 3 full time rigs scheduled.

We are likely to have our 3rd Shift Lead in place by the end of the year. This is dependent on our ability to move around the shifts such that no two Shift Leads are scheduled at the same time under normal circumstances.

COMPLIANCE

In November we received notification that CCEMSA is once again suspending compliance tracking until the immediate emergency is resolved.

THREE RIVERS COMMUNITY SOLUTION

No change for Three Rivers.

We continue to use Woodlake as our primary rural station, shared with AAV. For the most part, we appear to be able to cover the same area as before without apparently increasing our late call numbers significantly. This will still need to be researched in detail for ALL calls in the rural area, and specifically for Three Rivers. In the meantime, we have worked with Woodlake Fire to allow the Ambulance to park closer to the building and at the Magnolia St side, thus allowing faster access and no wait for the gate.

SYSTEM STATUS MANAGEMENT

CCEMSA released policy 571 for Tulare County on Monday 12/21/2020. This is an effort to reduce overutilization of the ER during the COVID crisis by reducing the number of non-emergent transports. Patients must meet very specific criteria before crews can invoke 571 and refer those patients to non-ER facilities to treat them. The patients must also agree to and sign an "Assess and Refer" document similar to an RMCT. This is an emergency policy and is only likely to remain active during the high utilization period.