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AGENDA
Exeter District Ambulance
Governing Board
REGULAR MEETING

302 E. Palm St., Exeter, CA 93221
Monday, November 30, 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 Directors 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 (408) 650-3123 and entering Passcode 272-552-677 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 October 26, 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 October 2020 data

B. Review of Dinuba Fire Community Membership Service revenue plan

NEW BUSINESS

A. Reports from District Accountant (informational only)

1. Monthly Income Statement: October 2020
2. Profit and Loss Summary: October 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 (informational only)

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)

E. Consider proposal to purchase one additional powered gurney

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. 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

ADJOURNMENT

Next Regular Meeting: December 28, 2020

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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, October 26, 2020, 5:30pm

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

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

OPENING

- Call to Order – Mr. Pfenning at 5:34pm
- Roll Call – Mr. Pfenning

AGENDA APPROVAL

AP asked to move agenda item New Business B ahead of A to accommodate our guest presenter. A motion was made (DM) to accept the Agenda as modified and seconded (BM). 3-0-0.

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

- Sean Roberts from Imperial Ambulance (on phone) read a prepared statement referencing the incident that appeared in the Porterville newspaper. The information related by the EDA Paramedic misrepresented Imperial Ambulance and gave a false impression of the actual incident. In fact, it was not a late call, and it showed that the posting plan actually worked as it was designed to. The EDA employee in question not only called the newspaper but also then called the Porterville Mayor, Porterville Police Chief, and the Porterville Fire Chief to complain about the system.
- Scott Scheer from Imperial Ambulance (on phone) concurred with Mr. Roberts' statements.
- Jackie Paull of LifeStar Ambulance (on phone) mirrored similar concerns about the actions of the EDA employee. SSM exists to address these types of issues. Going to an outside source creates fear among the residents. Also, all providers to have units servicing Fire Standbys in this bad fire season.
- Brian McCoy of Exeter Ambulance (on phone) noted that he felt that EDA crews get moved more often because we are mid-way between Tulare and Porterville and as closest available unit always get moved first when those Metro areas drop to level 0 which has happened frequently in October. He expressed concern about crew exhaustion, and was of the opinion that often low levels are caused not by high call volume but by units going out for Transfers and LDs.

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**
 A motion was made (DM) which was seconded (BM). 3-0-0

PUBLIC HEARINGS

- None

UNFINISHED BUSINESS

- A. TCCAD Report**
 The report for the first 20 days of October was presented. This report is different from the

regular report as it is by each day and not aggregated. Of note was the several days in which EDA units were posted a large number of times outside the coverage area, including through the night. There was considerable discussion about the effect of posting and why EDA seems to move so often. The extremely high numbers shown in the report are unusual, even more so for the frequency it appears to have happened in October. However, it was noted that EDA does move frequently, and that in October there seemed to be a high occurrence of the county dropping to extremely low levels. There is concern about the lack of rest for the crews and the possibility of exhaustion causing mistakes or even accidents. The District Manager was asked to work with LifeStar and Imperial to work out a way to limit the excessive number of post moves by any provider.

NEW BUSINESS

A. Reports from District Accountant

The report was reviewed in the absence of the District Accountant.

B. Presentation by Dinuba Fire regarding Community Membership Service

- a. Consider further investigation of the concept for Exeter Ambulance District
Michelle Pattillo of the City of Dinuba made the presentation. Three cities (Dinuba, Kingsburg, and Selma) together run this membership program which was brought in by the then Dinuba City Manager from Oregon 26 years ago. In essence, families sign up for a family membership at \$65 per household. For the plan year, any out-of-pocket expenses for ambulance transport is waived (or written off by the provider). The enrollment year is Nov 1st through Oct 31st. The program continues to run as was originally created. Michelle takes care of all the billing as well as enrollment and enrollment paperwork. This includes the brochure, application forms, and even the return envelope. There is also a follow-up mailer in the form of a postcard. For this, Michelle charges \$10 per application. This system encourages the patients to actually not defer calling for an ambulance. All actual calls are handled without charge. The billing agency will invoice insurance as usual but will defer charges for the patient responsibility part. If the patient does not have insurance, the ambulance provider will write off the full amount. Most current members are seniors and there is no limit on the number of times this can be used during the plan year. Michelle also distributed a report which showed that Selma has 109 members this year which would bring in \$7,085 (less \$1000 service fee) to net \$6,085. Dinuba has 650 members. It was noted that MediCal patients will not need this plan.

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

It now appears that all pre 01/01/2020 accounts have been correctly updated and fixed. Furthermore, we had a need to also prepare GEMT reporting for that half of the year which is also now complete. Finally, we also had to prepare prior year reporting for a GEMT audit which is also now complete.

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

- a. SSM is reviewing call response and coverage. There are no specific changes in coverage resulting from COVID-19 although accommodations are continually being made for changes in ER policy.

E. Vehicle status report (informational only)

- a. Presentation of purchase options for vehicles (if available)
A summary report was made.

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS

None

REPORTS FROM THE DISTRICT MANAGER (INFORMATIONAL ONLY)

No new information to report on Three Rivers.

Call volume and Transport volume for September were slightly higher than for the same period last year. We are, however, 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.

We were able to secure \$200,000.00 of Health Care District COVID-19 CARES Act funding through TCHSA.

Compliance enforcement will resume from October 1st.

PUBLIC COMMENT REGARDING CLOSED SESSION

A. No public comments

CLOSED SESSION – 06:47pm

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 – 08:30pm

No Reportable Actions

ADJOURNMENT

Motion to adjourn (DM) seconded (BM) at 8:35pm. 3-0-0.

Next Regular Meeting: Thursday, November 30, 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: November 30, 2020

Diana Mendez
Board Secretary

Balance Sheet

As of September 30, 2020

	Sep 30, 20
ASSETS	
Current Assets	
Checking/Savings	
1004 · Bank of Sierra Checking	-13,970.72
1006 · Bank of Sierra Money Market	6,004.44
1005 · LAIF	177,231.02
1030 · Petty Cash	150.00
Total Checking/Savings	169,414.74
Accounts Receivable	
1200 · Account Receivable	996,122.52
1210 · Allowance for Bad Debt	-117,000.00
Total Accounts Receivable	879,122.52
Other Current Assets	
1250 · Accrued Taxes Receivable	15,984.67
12000 · *Undeposited Funds	1,222.77
1200-05 · Accrued Interest	644.33
1400 · Prepaid Expenses	7,622.92
Total Other Current Assets	25,474.69
Total Current Assets	1,074,011.95
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	1,678,981.20
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	
2100-50 · Union Dues	-995.00
2100 · Payroll Liabilities - Other	-20.64
Total 2100 · Payroll Liabilities	-1,015.64
2150 · Accrued Vacation, Sick Pay	33,913.37
Total Other Current Liabilities	54,167.89
Total Current Liabilities	91,652.74
Long Term Liabilities	

Balance Sheet

As of September 30, 2020

	Sep 30, 20
2211 · Net Pension Liability	505,066.96
2900.0 · Deferred inflows of Resources	103,766.00
Total Long Term Liabilities	608,832.96
Total Liabilities	700,485.70
Equity	
33000 · Reserve for Contingencies	52,500.00
32000 · Unrestricted Net Assets	922,073.98
Net Income	3,921.52
Total Equity	978,495.50
TOTAL LIABILITIES & EQUITY	1,678,981.20

EXETER DISTRICT AMBULANCE

Profit & Loss

July through September 2020

	Jul - Sep 20
Ordinary Income/Expense	
Income	
4010 · Services Revenue	
5030 · Other Charge Write-off	-628,489.82
5020 · Contractual Write-Off	-615,357.27
4010-10 · Revenue Adjustment	-18,480.81
4010 · Services Revenue - Other	1,879,372.34
Total 4010 · Services Revenue	617,044.44
4015 · Bad Debt Recovery	9.10
4020 · Miscellaneous Income	
4020-20 · Interest Income	0.65
4020-40 · Other Income	2,672.52
Total 4020 · Miscellaneous Income	2,673.17
4030 · Tax Revenue	15,984.67
4040 · Overpayments	-532.94
Total Income	635,178.44
Cost of Goods Sold	
5040 · Bad Debt Expense	99,754.43
Total COGS	99,754.43
Gross Profit	535,424.01
Expense	
5050 · Refunds	5,191.13
5065 · Bank service charge	950.40
6200 · Communications	
6200-10 · Dispatch	18,327.20
6200-30 · Telephone	2,406.23
6200 · Communications - Other	1,278.06
Total 6200 · Communications	22,011.49
6300 · Fuel & Oil	15,141.23
6400 · Insurance	
6400-10 · General Liability Insurance	13,794.00
6400-20 · Health Insurance	56,696.40
6400-40 · Worker's Compensation Insurance	26,531.86
6400-50 · AFLAC Insurance	558.92
Total 6400 · Insurance	97,581.18
6500 · Maintenance	
6500-10 · Buildings and Grounds	1,411.45
6500-20 · Computers and Equipment	2,589.70
6500-30 · Vehicle Maintenance	21,026.60
Total 6500 · Maintenance	25,027.75
6510 · Memberships	180.00
6530 · Office Expense	2,933.79
6600 · Professional Services	
6600-50 · Billing Service	12,889.99
6600-10 · Accounting Services	5,705.00
6600-20 · Legal Services	15,155.00
6600 · Professional Services - Other	3,000.00
Total 6600 · Professional Services	36,749.99
6650 · Publications and Legal Notices	467.50
6700 · Payroll Expenses	
6700-50 · Pension Expense-GASB 68	700.00
6700-20 · Regular Wages	260,473.27
6700-30 · Payroll Taxes	6,742.21

EXETER DISTRICT AMBULANCE

Profit & Loss

July through September 2020

	Jul - Sep 20
6700-40 · PERS - Company Contribution	35,803.25
6700 · Payroll Expenses - Other	1,207.13
Total 6700 · Payroll Expenses	304,925.86
6800 · Rents	3,373.83
6810 · Service and Supplies	
6810-10 · Medical Supplies	9,106.06
Total 6810 · Service and Supplies	9,106.06
6820 · Training/Seminars and Supplies	200.00
6850 · Uniform Allowance	1,593.74
6900 · Utilities	
6900-10 · Gas and Electric	5,648.54
6900-20 · Water and Sewer	420.00
Total 6900 · Utilities	6,068.54
Total Expense	531,502.49
Net Ordinary Income	3,921.52
Net Income	3,921.52

EXETER DISTRICT AMBULANCE
Profit & Loss Budget Performance
July through September 2020

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	Actual	Budget	Difference
	Jul - Sep 20	Jul - Sep 20	Jul - Sep 20
Ordinary Income/Expense			
Income			
4010 · Services Revenue			
5030 · Other Charge Write-off	-628,489.82	-46,932.00	-581,557.82
5020 · Contractual Write-Off	-615,357.27	-1,020,250.00	404,892.73
4010-10 · Revenue Adjustment	-18,480.81	53,636.00	-72,116.81
4010 · Services Revenue - Other	1,879,372.34	1,344,400.00	534,972.34
Total 4010 · Services Revenue	617,044.44	330,854.00	286,190.44
4015 · Bad Debt Recovery	9.10	1,500.00	-1,490.90
4020 · Miscellaneous Income			
4020-20 · Interest Income	0.65	18.00	-17.35
4020-40 · Other Income	2,672.52	1,000.00	1,672.52
4020 · Miscellaneous Income - Other	0.00	0.00	0.00
Total 4020 · Miscellaneous Income	2,673.17	1,018.00	1,655.17
4030 · Tax Revenue	15,984.67	13,306.00	2,678.67
4040 · Overpayments	-532.94	0.00	-532.94
Total Income	635,178.44	346,678.00	288,500.44
Cost of Goods Sold			
5040 · Bad Debt Expense	99,754.43	36,000.00	63,754.43
Total COGS	99,754.43	36,000.00	63,754.43
Gross Profit	535,424.01	310,678.00	224,746.01
Expense			
5050 · Refunds	5,191.13	4,000.00	1,191.13
5065 · Bank service charge	950.40	824.00	126.40
6200 · Communications			
6200-10 · Dispatch	18,327.20	23,109.00	-4,781.80
6200-30 · Telephone	2,406.23	2,109.00	297.23
6200 · Communications - Other	1,278.06	1,350.00	-71.94
Total 6200 · Communications	22,011.49	26,568.00	-4,556.51
6270 · Fines and Assessments	0.00	1,200.00	-1,200.00
6300 · Fuel & Oil	15,141.23	18,736.00	-3,594.77
6400 · Insurance			
6400-10 · General Liability Insurance	13,794.00	12,461.00	1,333.00
6400-20 · Health Insurance	56,696.40	45,936.00	10,760.40
6400-40 · Worker's Compensation Insurance	26,531.86	15,744.00	10,787.86
6400-50 · AFLAC Insurance	558.92		558.92
Total 6400 · Insurance	97,581.18	74,141.00	23,440.18
6500 · Maintenance			
6500-10 · Buildings and Grounds	1,411.45	2,160.00	-748.55
6500-20 · Computers and Equipment	2,589.70	3,300.00	-710.30
6500-30 · Vehicle Maintenance	21,026.60	22,500.00	-1,473.40

EXETER DISTRICT AMBULANCE
Profit & Loss Budget Performance
July through September 2020

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	Actual	Budget	Difference
	Jul - Sep 20	Jul - Sep 20	Jul - Sep 20
Total 6500 · Maintenance	25,027.75	27,960.00	-2,932.25
6510 · Memberships	180.00	900.00	-720.00
6530 · Office Expense	2,933.79	4,750.00	-1,816.21
6600 · Professional Services			
6600-50 · Billing Service	12,889.99		12,889.99
6600-40 · Consulting Services	0.00	1,000.00	-1,000.00
6600-10 · Accounting Services	5,705.00	4,500.00	1,205.00
6600-20 · Legal Services	15,155.00	3,600.00	11,555.00
6600-30 · Management Consulting	0.00	0.00	0.00
6600 · Professional Services - Other	3,000.00	3,000.00	0.00
Total 6600 · Professional Services	36,749.99	12,100.00	24,649.99
6650 · Publications and Legal Notices	467.50	250.00	217.50
6700 · Payroll Expenses			
6700-50 · Pension Expense-GASB 68	700.00		700.00
6700-20 · Regular Wages	260,473.27	314,892.00	-54,418.73
6700-30 · Payroll Taxes	6,742.21	17,318.00	-10,575.79
6700-40 · PERS - Company Contribution	35,803.25	16,810.00	18,993.25
6700 · Payroll Expenses - Other	1,207.13	2,362.00	-1,154.87
Total 6700 · Payroll Expenses	304,925.86	351,382.00	-46,456.14
6800 · Rents	3,373.83	6,300.00	-2,926.17
6810 · Service and Supplies			
6810-10 · Medical Supplies	9,106.06	18,400.00	-9,293.94
6810 · Service and Supplies - Other	0.00	300.00	-300.00
Total 6810 · Service and Supplies	9,106.06	18,700.00	-9,593.94
6820 · Training/Seminars and Supplies	200.00	1,800.00	-1,600.00
6830 · Travel and Transportation	0.00	500.00	-500.00
6850 · Uniform Allowance	1,593.74	4,500.00	-2,906.26
6900 · Utilities			
6900-10 · Gas and Electric	5,648.54	3,525.00	2,123.54
6900-20 · Water and Sewer	420.00	435.00	-15.00
6900-30 · Utilities - Lindsay	0.00	0.00	0.00
Total 6900 · Utilities	6,068.54	3,960.00	2,108.54
Total Expense	531,502.49	558,571.00	-27,068.51
Net Ordinary Income	3,921.52	-247,893.00	251,814.52
Net Income	3,921.52	-247,893.00	251,814.52

Positive number=over budget
Negative number=under budget



**EXETER DISTRICT
AMBULANCE**

302 E Palm St
Exeter, CA 93221
Phone: 559-594-5254
Fax: 559-592-2301

CURRENT FOR 2020 YEAR

Vehicle Inventory - Exeter District Ambulance			
Name	Type	Lic #	VIN
EDA 01	International 2006	1414527	1HTMNAAL17H459523
EDA 02	International 2007	1414528	1HTMNAAM78H644413
211	Ford E450 2005	1235153	1FDXF46P24ED25263
310	Ford E350 2008	1339418	1FDSS34P88DB61076
311	Ford E350 2008	1339417	1FDSS34PX8DB61080
10	Ford E350 2010	1338616	1FDSS3EPLADA37090
11	Ford E350 2010	1338615	1FDSS3EP3ADA37091
410	Ford Transit 2015	06416H2	1FDYR2CM0FKA63062



**EXETER DISTRICT
AMBULANCE**

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

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

EXETER DISTRICT AMBULANCE AND COUNTY POSTING POLICY 11/10/2020

OVERVIEW

Exeter District Ambulance, in an effort to better serve our primary constituents within the Ambulance District and our service area, has re-assessed our ability to participate in the County-wide posting plan as it currently is structured. Based on the precedent set by American Ambulance of Visalia's success with a similar plan last year, EDA will adopt the following changes in order to continue to support county-wide coverage while allowing us to focus on our immediate coverage area.

It is the intent of EDA to have this new plan implemented and active as of 8am, Nov 22, 2020.

OPERATIONAL PLAN SUMMARY

The primary change is that EDA will support up to 6 Out-of-Area Post Moves total per 24-hour period or 5 hours of post time total per 24-hour period whichever comes first, as determined by county necessity through dispatch. When the maximum number is reached for that 24-hour period, EDA will no longer post outside of the EDA Coverage Area except by Manager or Supervisor approval for county emergency conditions. In return, it is understood that Imperial and LifeStar will together provide the same limited support into the EDA coverage area for the same 24-hour period.

EDA will not place a limit on Post Moves within the EDA coverage area.

Please note that this rule only applies to Posting units outside of EDA's coverage area (and reciprocal outside coverage within EDA's area). At all times, EDA units will respond to any and all calls as the closest available unit.

DEFINITIONS

EDA Coverage Area	The defined area of EDA primary responsibility. This includes the following: Zone 5 (Exeter & Farmersville): 7 days a week Zone 4 (Woodlake, Badger, Lemon Cove, Three Rivers, SEKI): Half week shared with AAV Zone 8 (Lindsay, Strathmore): Half week shared with IMP
Out-of-Area Post move	For the purposes of this document, this is defined as a dispatched move to a post location outside of the EDA Coverage Area for a specific 24-hour period. Note that what constitutes EDA Coverage Area will change specifically in regards to Zone 4 and Zone 8.
Out-of-Area Post move count	Only the outbound move will be counted (the return trip back into the EDA Coverage Area will not be counted). If an EDA unit is posted to an Out-of-Area Post (station or roadside), and subsequently dispatched to another Out-of-Area Post location, that move and each subsequent similar post move will be



EXETER DISTRICT AMBULANCE

**302 E. Palm
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**Phone: 559-594-5250
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	<p>counted against the total until the unit is posted back into the EDA Coverage Area or the total for that 24-hour period is reached.</p> <p>Example: It is EDA's Woodlake day. 811 is dispatched to post to Lindsay from Exeter. That counts as 1 move. 811 is then dispatched to post Porterville from Lindsay. That counts as move #2. If 810 is then posted to Lindsay from Exeter, that counts as move #3. Also, if 817 is posted to Exeter from Woodlake, that move does not count. If 810 is later cleared to return to Exeter, that does not count. However, if 811 is posted back to Lindsay from Porterville, that will count as move #4. Eventually when 811 is cleared to return to Exeter, that move does not count.</p> <p>Special conditions: If an EDA unit is dispatched to an Out-of-Area Post but is subsequently cancelled it will still count as an Out-of-Area Post move.</p>
Out-of-Area Post move duration	<p>The clock starts at time of dispatch. The clock will continue to run until either of the following happens:</p> <ul style="list-style-type: none"> • Unit is dispatched to return to EDA Coverage Zone, • Unit is dispatched to a live call, • 5-hour total time limit is reached for the current 24-hour period
Counter and Duration reset	<p>The counter is always reset at 8am.</p> <p>If an EDA unit is currently at an Out-of- Area Post or en route to an Out-of-Area Post, the counter and clock will reset to zero at 8 am, and the clock will immediately begin. The counter will remain at zero until the unit is moved to another Out-of-Area Post.</p>

ADDITIONAL NOTES

1. Post move count and times will be tracked by both dispatch and EDA. There is no change to the information to be recorded by dispatch.
2. Dispatch may request additional moves or time as the situation presents itself, although that request must be done through the Shift Leads or Manager. Depending on the circumstances, EDA may elect to approve such additional moves or not.
3. Crews are not authorized to decline Post Moves on their own without prior authorization from the Shift Lead or Manager. When the counter and clock have reached or exceeded the limit for the day, the Shift Lead will notify dispatch and all in-service EDA crews of that fact. Thereafter, until the end of that 24-hour period, any request for moves must go through the Shift Lead or Manager.
4. The Post Move limit of 6 moves or 5 hours per 24-hour period is not based on the number of EDA units in service.
5. EDA reserves the right to move units within our own service area. This is especially true in order to allow busier units to exchange places with less busy units within a given 24-hour period. Such



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“internal exchange moves” will be coordinated with dispatch so as not to cause issues within the county system.

6. EDA will not allow the EDA Coverage Area to drop to level 0 to accommodate an Out-of-Area Post move. This does not apply for response to live calls as closest unit.
7. EDA may not forcibly recall a unit from an Out-of-Area Post for any reason until county levels permit such action.

GENERAL PROCEDURE

1. Level drops in an Out-of-Area zone that requires coverage. Dispatch determines EDA has the closest available unit.
2. Dispatch tones EDA unit as normal for Post Move.
3. EDA unit acknowledges and begins Post Move. If the unit believes the limit has already been reached, they may not decline the move unless they have been previously so informed by the Shift Lead or Manager (who would already have notified dispatch of that condition). Instead, the unit must move to Post as assigned, but should initiate a call to the Shift Lead or Manager for further instructions. If this Post Move was in error, Manager may require unit to be returned from Post, or may allow the move depending on current circumstances.
4. EDA unit must comply with all standard requirements of Post Move – acknowledge dispatch, chute time less than 2 minutes, notify dispatch when in coverage area, notify dispatch when at assigned post.
5. When the daily limit has been reached, either by total count or total time, the Shift Lead or
6. Manager will inform dispatch and all EDA crews.
7. If, after the limit has been reached for the day, dispatch determines a need for an EDA unit to post, dispatch should contact either the on-duty Shift Lead or the Manager to request additional coverage. The Shift Lead or Manager may allow such additional coverage depending on the circumstances.
8. The clock and counter resets at 8am to be coincident with Shift Changes.

Peter Sodhy

From: Jackie Paull <Jackie@lifestarambulance.org>
Sent: Tuesday, November 10, 2020 4:02 PM
To: Peter Sodhy
Subject: RE: EDA posting changes

If you are withdrawing from the current posting plan we will need a letter from your board stating that you are withdrawing and the date it is to be in effect.

Jackie Paull
 Vice President



P.O. Box 1316
 Tulare, CA 93275
 (559) 688-2550
 (559) 688-2714 Fax
jackie@lifestarambulance.org

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From: Peter Sodhy <manager@edaems.com>
Sent: Tuesday, November 10, 2020 4:00 PM
To: Jackie Paull <Jackie@lifestarambulance.org>
Subject: Re: EDA posting changes

Sorry. Was away from my desk for a while. I guess the answer is yes. However, we want to continue to contribute to overall coverage to some extent, especially in times of dire need. That's why we included the other stuff. Also, we wanted to make sure that we gave enough advance notice so you can modify your plans accordingly.

Thanks
 Peter

From: Jackie Paull <Jackie@lifestarambulance.org>
Sent: Tuesday, November 10, 2020 2:28 PM
To: Peter Sodhy <manager@edaems.com>
Subject: RE: EDA posting changes

Peter,

I am a little confused. At our last meeting October 25th Trent and I explained that we have a posting plan and if do not wish to follow that plan, which is completely your choice then you remove yourself from the posting plan. Is that what you are doing here?

Jackie Paull
Vice President



P.O. Box 1316
Tulare, CA 93275
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jackie@lifestarambulance.org

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From: Peter Sodhy <manager@edaems.com>
Sent: Tuesday, November 10, 2020 2:13 PM
To: trent@imperialambulance.com; Jackie Paull <Jackie@lifestarambulance.org>
Subject: EDA posting changes

Trent & Jackie,

Attached is what EDA intended to put into place in a couple of weeks. This is essentially what I explained in the meeting we had but I've fleshed it out in the hopes of avoiding any confusion or issues when it does finally kick in. This is what the Board approved. Perhaps, if necessary, it can be discussed at tomorrow's SSM meeting or at a separate meeting. I wanted both of you to have an early look at it before anyone else. I will also send it to Doug and Brian before the end of the week.

Thanks
Peter

Peter Sodhy

From: Trent Fiori <trent@imperialambulance.com>
Sent: Tuesday, November 17, 2020 10:07 AM
To: Peter Sodhy; Paull, Jackie (Jackie@lifestarambulance.org)
Subject: Re: EDA posting changes

Good morning to the both of you.

Sorry for the delay in getting back to you both.

Peter,

You had requested that Exeter was wanting to modify the current posting plan to reduce the amount of post moves the Exeter crews were making into the Imperial and LifeStar area (Something like Visalia is doing for the three of us now). It was my understanding that the three of us came together to create our own posting plan that filled the void Visalia had created to our areas. We felt that what Visalia had done took away a benefit from the people in our areas as well as their own area. The original plan required us all to move into each other's city to ensure the citizens were getting the best service possible and the three of us wanted to continue doing this. We also felt that our citizens in a time of need deserved the same coverage and response from the closest ambulance regardless what company was printed on the side.

Since this was agreed between the three of us, Imperial and LifeStar are unwilling to change the plan to reduce coverage in our areas. Imperial and LifeStar are still willing to cover each other's area should Exeter decide to pull out of the plan at which point there is no reason to include Exeter for limited coverage until our areas become level zero. This is what the three of us currently do now with Visalia when we reach level zero. Visalia gives us limited post moves so we give Visalia limited post moves in return. Don't forget that Visalia includes the three of us together when they count their post moves so some of us may never get a post move from Visalia when it is needed if the moves were exhumed in another city.

I just want you to keep in mind that you are creating the possibility that once the limited post moves have been used from Imperial and LifeStar and an emergency call comes into Exeter, the ambulance response will be coming from another city outside of Exeter. Your Board needs to understand that this is creating a delayed long-distance response to someone in need and whether or not this is acceptable for their constituent's. Should your Board feel that this is acceptable, then Imperial and LifeStar need an approval letter from your Board opting out of our current posting plan.

Should the three of us need to meet again, I am available.

Best regards,

Trent Fiori, President
 Imperial Ambulance, Inc.

From: Peter Sodhy <manager@edaems.com>
Sent: Tuesday, November 10, 2020 2:12 PM
To: Trent Fiori <trent@imperialambulance.com>; Paull, Jackie (Jackie@lifestarambulance.org)

<jackie@lifestarambulance.org>

Subject: EDA posting changes

Trent & Jackie,

Attached is what EDA intended to put into place in a couple of weeks. This is essentially what I explained in the meeting we had but I've fleshed it out in the hopes of avoiding any confusion or issues when it does finally kick in. This is what the Board approved. Perhaps, if necessary, it can be discussed at tomorrow's SSM meeting or at a separate meeting. I wanted both of you to have an early look at it before anyone else. I will also send it to Doug and Brian before the end of the week.

Thanks

Peter





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DISTRICT MANAGER'S REPORT

District Board Meeting NOverber 30th, 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	3.36	2.63	2.26
November	306		280		91.50%		205		73.21%		3.17		2.16	
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.
 - One EMT out with an injury (2 months).
 - We are fully staffed for Full Time Medics and EMTs.
 - We have 3 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 volumes have begun to return to almost normal. This does not make up for the average 30% reduction in volume for a 5-month period that caused a large loss of revenue. Due to the repayment cycle, we are still feeling the reduction in revenue and will not see revenues from August until early October at best.

We have submitted an application for a new DHS supplemental support grant. This one has been opened for agencies that do not file a Federal Tax Return, so I am optimistic of a positive outcome. The original deadline was Nov 6 but was extended to Nov 20. We have not heard anything other than successful receipt of the application



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EDA is undergoing an OSHA investigation related to excessive Post Moves and roadside posting in high heat conditions. We are fully cooperating with OSHA but do not expect to see the outcome for about 6 months.

We have been working with Tulare County HHSA to access some CARES funding specifically set aside for Hospital or Healthcare districts. We finally were able to pick up a check for \$200,000.00 which only covered the filing period July-October. The CARES Act funding was supposed to be for the period Jan-Dec but TCHHSA's year-end was June 30 and they were not able to quickly go back into their prior year. We are awaiting word on whether we can refile for that period.

SCHEDULING

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

There is no current plan to replace the 3rd Shift Lead position.

COMPLIANCE

We have received notification from CCEMSA that full compliance tracking will resume as of October 1st 2020. Due to a high number of issues, we failed to meet compliance for October 2020. There are 3 calls which I intend to appeal at the next meeting. These appear to be a timestamp discrepancy between the radio system and the fleet tracking system which put us late by about 30 seconds for each.

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.

SYSTEM STATUS MANAGEMENT

I met with Jackie Paull and Trent Fiori to discuss ways of reducing EDA's post moves, especially the excessive ones through October. In essence, they are both against adjusting the posting plan just to benefit EDA. Instead they offered either sticking with the plan or pulling out from the overall posting plan (as was the case with AAV).

EDA continues to work with APATC and SSM on additional issues such as the new "intermediate" roadside post of 256 and 65 which is now proving to be unlit and unsafe. An alternate post is being sought, or perhaps a revision of the low-level post plan. As an outcome of the OSHA investigation we are also re-opening the question of roadside posting in high heat conditions as well as roadside positing during night-time hours.