



AGENDA
Exeter District Ambulance
Governing Board
REGULAR MEETING

302 E. Palm St., Exeter, CA 93221
Monday, September 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 SEPTEMBER 28, 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 569-981-989 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 August 31, 2020
- B. Approval of Collections/Write Offs

PUBLIC HEARINGS

- None

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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 (informational only)

1. Presentation of August 2020 data

NEW BUSINESS

A. Reports from District Accountant (informational only)

1. Monthly Income Statement: August 2020
2. Profit and Loss Summary: August 2020

B. Consideration of Engagement Letter for Adair Evans to perform Audit

1. Approve Engagement of Adair Evans to perform Audit

C. Report on meeting with Dinuba regarding membership program (informational only)

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

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

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

1. Changes to "first-in" coverage of Metro areas

F. 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

2

ADJOURNMENT

Next Regular Meeting: October 26, 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, August 31, 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 5:52pm
- Roll Call – Mr. Pfenning

AGENDA APPROVAL

A motion was made (DM) to accept the Agenda and seconded (BM). 3-0-0.

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

- None

CONSENT CALENDAR

- A. Approval of Meetings Minutes April 27, 2020**
 A motion was made (DM) which was seconded (AP). 3-0-0.
- B. Approval of Collections/Write-Offs**
 No report was provided by Wittman

PUBLIC HEARINGS

- None

UNFINISHED BUSINESS

- A. TCCAD Report**
 Reports for May-July 2020 were unavailable. PS will email to board when they arrive.

NEW BUSINESS

- A. Reports from District Accountant**
 July reports were included in the Board Packet. Debbie Hood was still out on vacation. PS reported that Matt, her assistant who was actually handling our books, has resigned his position. That position is now being taken over by a new employee, Emily, who was trained by Matt before he left.
- B. Consideration of update to Check Signer authorization for Bank of the Sierra**
 PS will write the letter which will be signed by the secretary. AP moved, DM second. 3-0-0.
- C. Update on Transition to Wittman Enterprises billing (informational only)**
 Provided no new issues are discovered, we are working on updating all pre-Jan 1 accounts by the end of the next week. Those will then be transitioned to Wittman.
- D. Update on Tulare County Posting Plan/COVID-19 response (informational only)**
 There have been some recent changes to the low-level posting plan that have caused

excessive post movement for our crews, especially in the last several weeks, largely due to changes in call frequency due to COVID-19 and the high temperatures. At one point our crews were moving every 90 minutes either to calls or mostly to post for over a 24-hour period. As a result, we requested a reversion to the coverage plan for Lindsay which was put into effect and immediately relieved the situation. Essentially, up until then, EDA was always first in to back-up Lindsay regardless of who was primary (EDA or IMP). With the higher call volume in Porterville plus the existence of the COVID-specific facility that IMP was required to cover, this meant that on IMP days in Lindsay, EDA units were more frequently being brought in to cover the IMP unit being pulled to Porterville. It also meant a knock-on move since our Woodlake unit had to come in to cover Exeter. There are additional changes that we are seeking to modify, including the advent of new "intermediate" roadside post at 256 and Spruce which, while looking good on paper, does not have any shade, bathrooms, or light at night. Furthermore, units are being posted roadside regardless of outside temperature which frequently is above 100 degrees in daytime, and our older units only able to provide a 5 degree cooling differential at high idle.

In terms of supplies, we have managed to maintain an adequate stock of all PPE. We did, however, have one incidence of accidental exposure to a COVID-positive patient which resulted in the crew being quarantined for two weeks without issue.

- E. Vehicle status report (informational only)
 - a. Presentation of purchase options for vehicles (if available)
 - On hold due to COVID-19 issues

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 volumes are slowly picking up after a very poor 5 months since March. We look to close August at or slightly better than last year. However, it should be noted that while Transport numbers may be higher, we may not see as high a return on each Transport due to a change in the nature of the patients being transported, as we have seen a higher percentage of Medicare/MediCal patients lately. We have had several mechanical issues with various vehicles, almost all related to elevated temperatures and long idling, although none so far have resulted in excessive cost. One unit was involved in a minor accident which is fully covered by our insurance and should further be reimbursed by the insurance of the other driver.

The significant drop in Transport volume has resulted in an equally significant drop in revenues. A small part of this was offset by winning a private grant to cover our COVID-specific material expenses. It should be noted that EDA did not, and continues not to, qualify for the CARES Act PPP program because we are a public agency. For similar reasons, we do not qualify for DHS supplemental assistance. On top of that, in July we were notified that our Worker's Compensation insurance premium was increased over 100% to \$113,000. This new premium was consistent with other providers who were asked to quote.

In light of the revenue issue and increase in expenses, we were forced to temporarily implement a reduced hour work week for the Full-Time crew. This reduced scheduled hours from 56 per week to 48 per week. This, while unpopular, had the positive effect of reducing payroll sufficiently to make up the difference. With the rise of Transport volumes, we are confident we can return to the 56 hour week soon.

EDA is currently undergoing a GEMT audit as well as a State Fund premium audit. Compliance enforcement is still on hold due to COVID-19.

PUBLIC COMMENT REGARDING CLOSED SESSION

A. No public comments

CLOSED SESSION – 06:26pm

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

Agency Designated Representatives: District Manager

Employee Organization: TEAMSTERS LOCAL #517

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

Title: District Manager

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

06:58pm

No Reportable Actions

ADJOURNMENT

Motion to adjourn (DM) seconded (BM) at 7:02pm. 3-0-0.

Next Regular Meeting: Thursday, September 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: September 28, 2020

Diana Mendez
Board Secretary



ADAIR & EVANS

an Accountancy Corporation

Eric M. White, CPA
Lance E. Morris, CPA
David T. Eddy, CPA
Tim A. Dodson, CPA
Garry W. Riezebos, CPA
Michael J. Semas, CPA

John M. Oppedyk, CPA
Kathy L. Hamada, CPA
Racquel Avila, CPA
Amanda Burlingame, CPA
Amy Deschenes, CPA
Emily M. Dupree EA

June 12, 2020

Exeter District Ambulance
302 E. Palm Street
Exeter, CA 93221

We are pleased to confirm our understanding of the services we are to provide Exeter District Ambulance for the year ended June 30, 2020. We will audit the basic financial statements of Exeter District Ambulance as of and for the year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Exeter District Ambulance's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Exeter District Ambulance's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary Comparison Schedule
3. Schedule of Proportionate Share of the Net Pension Liability of CALPERS
4. Schedule of Contribution to CALPERS.

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the State Controller's *Minimum Audit Requirements for California Special Districts*, and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Exeter District Ambulance's financial statements. Our report will be addressed to the Board of Directors of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Exeter District Ambulance's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of Exeter District Ambulance in conformity with U.S. generally accepted accounting principles based on information provided by you. We will also prepare the State Controller's Report and Compensation Report as required by the California State Controller's Office, Division of Special Districts and the GASB 68 calculations. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statement to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date of the supplementary information that is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We expect to begin our audit on approximately July 27, 2020 and to issue our reports no later than November 30, 2020. Garry W. Riezebos, CPA is the engagement partner and is responsible for supervising the engagement and signing the report.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$17,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Exeter District Ambulance and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



ADAIR & EVANS
An Accountancy Corporation

RESPONSE:

This letter correctly sets forth the understanding of Exeter District Ambulance.

Officer Signature: _____

Title: _____

Date: _____

Approved by Board action on: _____ (board meeting 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 September 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 | |
|-----------|-------|-------|----------|-------|----------------|--------|------------|-------|------------------|--------|---------------|-------|----------------|-------|
| | 18/19 | 19/20 | 18/19 | 19/20 | 18/19 | 19/20 | 18/19 | 19/20 | 18/19 | 19/20 | 18/19 | 19/20 | 18/19 | 19/20 |
| July | 458 | 391 | 350 | 347 | 76.42% | 88.75% | 257 | 272 | 73.43% | 78.39% | 3.26 | 3.20 | 2.54 | 2.74 |
| August | 433 | 427 | 400 | 379 | 92.38% | 88.76% | 272 | 300 | 68.00% | 79.16% | 3.23 | 3.26 | 2.72 | 2.97 |
| September | 392 | 374 | 363 | 327 | 92.60% | 87.43% | 268 | 249 | 73.83% | 76.15% | 3.13 | 3.13 | 2.85 | 2.65 |
| October | 371 | 347 | 340 | 317 | 91.64% | 91.35% | 255 | 255 | 75.00% | 80.44% | 3.13 | 3.23 | 2.63 | 2.63 |
| November | 350 | 306 | 326 | 280 | 93.14% | 91.50% | 239 | 205 | 73.31% | 73.21% | 3.20 | 3.17 | 2.49 | 2.16 |
| December | 334 | 349 | 311 | 318 | 93.11% | 91.12% | 239 | 216 | 76.85% | 67.92% | 3.06 | 3.13 | 2.52 | 2.23 |
| January | 353 | 387 | 327 | 336 | 92.63% | 86.82% | 253 | 240 | 77.37% | 71.43% | 3.10 | 3.32 | 2.63 | 2.33 |
| February | 373 | 357 | 349 | 325 | 93.57% | 91.04% | 264 | 222 | 75.64% | 68.31% | 3.14 | 3.34 | 3.00 | 2.29 |
| March | 435 | 364 | 394 | 317 | 90.57% | 87.09% | 307 | 196 | 77.92% | 61.83% | 3.23 | 3.32 | 3.07 | 1.90 |
| April | 422 | 324 | 378 | 291 | 89.57% | 89.81% | 283 | 175 | 74.87% | 60.14% | 3.10 | 2.79 | 3.04 | 2.09 |
| May | 402 | 339 | 345 | 303 | 85.82% | 89.38% | 257 | 197 | 74.49% | 65.02% | 3.16 | 3.00 | 2.62 | 2.12 |
| June | 351 | 376 | 310 | 343 | 88.32% | 91.22% | 230 | 218 | 74.19% | 63.56% | 3.10 | 3.30 | 2.47 | 2.20 |

| | 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 | | 327 | | 87.43% | | 249 | | 76.15% | | 3.13 | | 2.65 | |
| October | 347 | | 317 | | 91.35% | | 255 | | 80.44% | | 3.23 | | 2.63 | |
| 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
 - We still have one Medic out with a long term injury.
 - We are fully staffed for Full Time Medics and EMTs.
 - We have 4 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.
 - Unit 410 is on Fire Standby assignment for the Castle Fire, part of the SQF Complex. The assignment started 09/23/2020 and is expected to last until 10/31/2020.



EXETER DISTRICT AMBULANCE

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

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

14

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.

In the last 5 months, also the hottest months of the year, we have seen a growing list of repairs for our vehicles. To date, we have spent close to \$20,000 on maintenance and repairs, some of which are related to the above-average high temperatures.

EDA is currently undergoing the annual GEMT audit. The recent State Fund Payroll audit resulted in a \$3,000 refund of overpayment for the prior year.

We have been informed that our application for DHS supplemental assistance has been denied due to our status as a public agency.

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.

SCHEDULING

EDA reduced the average number of hours per full-time employee for a 6-week period, and further extended that for another 6-week period in an effort to reduce overall wage expense. This effort has been partially successful and has allowed us to now consider reinstating the average 56 hours per week for full-time employees. Barring any negative new developments, this will be done by the second week of October for a new 6-week cycle.

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

EDA has been requested to assign a unit for Fire Standby for the Castle Fire. The unit will be using physical 410 (the Ford Transit) and will be a fully-staffed ALS unit. Crews will rotate every 4 days. While this will inevitably increase the amount of overtime hours, the revenues generated will easily cover this and the associated backfill of hours in the regular schedule, plus provide additional income beyond that.

COMPLIANCE

We have received notification from CCEMSA that full compliance tracking will resume as of October 1st 2020.

THREE RIVERS COMMUNITY SOLUTION

No change for Three Rivers.



EXETER DISTRICT AMBULANCE

302 E. Palm
Exeter, CA 93221

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

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

The Posting and dispatch plans have changed significantly. Now that we have had several months of the new reality of COVID-19 and no AAV for county coverage, we are able to re-examine the situation and adjust the SSM plan. Unfortunately, getting a meeting together is now increasingly difficult due to scheduling issues. All providers are understaffed for various reasons, including the need to send out crews to assist in Fire emergencies across the state.

EDA has worked with APATC and SSM to change how Lindsay is backfilled. Until this change, EDA was always the first-in to cover Lindsay regardless of which provider was primary. This, while originally intended to allow EDA to pick up more calls in the Metro area, has recently resulted in a huge spike in multi-unit post moves that repeated throughout the day and night. The result is that EDA crews would never get more than one continuous hour of rest in any 24-hour period, sometimes even less. This is attributable to multiple Imperial units being on Fire Standby, plus an increase in night-time transfers from both Porterville and Tulare, and a general increase in Metro area activity. An emergency request by EDA was granted such that we returned to the arrangement of November 2019, and this has been further modified this last week to accommodate Tulare and LifeStar coverage. Essentially, on EDA days in Lindsay, EDA will be the "first-in" for backfill of Lindsay. On IMP days in Lindsay, IMP will be the "first-in" for backfill of Lindsay. This has already dramatically reduced the fatigue among EDA crews.

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.

With the return to Compliance tracking, the question of Three Rivers response has come up once more. During the 4 months we operated out of Woodlake instead of Lemon Cove, we have seen an increase in the percentage of time units are late arriving to calls in Three Rivers. This is due to the additional 4 minutes it takes to drive from Woodlake.