



DEPARTMENT OF PUBLIC HEALTH

Emergency Medical Services Agency

Kathleen Grassi, RD, MPH
Director of Public Health
LEMSA Director, Ex-Officio

James Andrews, MD
EMS Medical Director, Ex-Officio

James Clark, EMT-P
EMS Administrator

Emergency Medical Care Committee

July 2, 2014

Public Health Department Auditorium
260 East 15th Street, Merced
12:00 PM

MEMBERS

- Jerry O'Banion, Chairman
Board of Supervisors
Timothy Livermore, MD
County Health Officer
Mark Lawson
Merced County Fire Department
Jeremy Rahn
Office of Emergency Services
Mike Harris
District 1 Representative
Ken Mitten
District 2 Representative
Vacant
District 3 Representative
Vacant
District 4 Representative
Dewayne Jones
District 5 Representative
Vacant
E.R. Physician
Vacant
E.R. Physician
Kraig Riggs
Ambulance Company
Representative
Eric Watts, EMT-P
Ambulance Company
Representative
Bryan Donnelly
EMS Educator
Sam Samra
Law Enforcement
Representative
Jeff Buttici
C.H.P. Representative
Jeff Pate, R.N.
Hospital Representative
Tim Marrison
Fire Service Representative
Rob Smith, EMT-P
Field Personnel Representative
Mickey Brunelli, EMT-P
Field Personnel Representative
Carrie Grissom, R.N.
E.R. Nurse

Attachments

Agenda

Responsible Party

- 1. Call to Order - Pledge of Allegiance J. O'Banion
2. Introductions J. O'Banion
3. Public Forum J. O'Banion
(public opportunity to speak on any matter of public interest
within the committee's jurisdiction)
4. Quorum Status Check J. O'Banion
5. Approval of the Agenda (Action) J. O'Banion
6. Approval EMCC Meeting Minutes (Action) J. O'Banion
7. Elect EMCC Vice-Chair (Action) J. O'Banion
8. Reports: R. Duran
a) M4C Compliance Report
b) Ambulance Inspection Report
9. Information Items:
a) EMCC Membership Update J. Clark
b) EMS Medical Director Recruitment J. Clark
c) Ground Ambulance RFP Status K. Grassi
d) Pit Crew CPR M. Brunelli
e) EMS Policy & Procedure J. Clark
10. Adjournment (Action) J. O'Banion

A - July 24, 2013

B- April 2, 2014

C - M4C and
Ambulance
Inspection
Report

The meeting Attachments #A - C may be obtained by contacting Jim Clark, EMS Administrator
Merced County EMS Agency
260 E. 15th Street, Merced, CA 95341, PH: (209) 381-1250

Next meeting will be October 1, 2014



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Attachment #A
EMCC MEETING - MINUTES
July 24, 2013

Committee Members Present: Jerry O'Banion, Kathleen Grassi, Teresa Castro, Fred Buckingham, Kraig Riggs, Dewayne Jones, Jim Andrews, Jennifer Aanstad and Tim Marrison.

Committee Members Absent:

Guests: Thomas Little and Rick Keller, Fitch and Associates; Bea Ahbeck, Merced Sun-Star; Ramona Giwargis, Merced Sun-Star; Don Campbell, Mercy Air; and Steve Melander, Riggs Ambulance Service.

EMS Agency Staff Present: Ron Duran and Dale Dotson.

Call to Order: Supervisor O'Banion called the meeting to order at 12:30 PM and all rose for the reciting of the Pledge of Allegiance, following which Introductions were made and all were welcomed. A quorum was not present for this meeting.

Approval/Additions/Deletions to the Agenda (ACTION): Due to the lack of committee members required to conduct business. The Agenda was reviewed as an informational item only.

Public Forum: No comments from the public were made and the forum was closed.

Consent Agenda: The Consent Agenda Items from January, February, March and April 2013 were viewed as an informational item only. This was due to no quorum.

Ambulance Inspections (Report): A list of ambulance inspections were presented for the committees review. No action was taken due to no quorum being present at this meeting.

Tim Marrison stated that he would like to have seen the last quarter of compliance data, as it would reflect the significant staffing improvements that have been made and the response improvements also.

Kathleen Grassi advised that staff would provide a full 12 month report for the next meeting and that would include the last quarter also.

Membership Update (INFO): Kathleen Grassi reported on the EMCC membership and the fact that most of the members' terms have expired. Additionally, several members have moved on to other positions outside of Merced County. Kathleen stated that she will be contacting current, active members who may need to update their membership as well as other stakeholders that may have an interest in serving on the EMCC. Kathleen planned to have the committee updated prior to the next meeting.

Tim Marrison expressed that with Ken Mitten representing District Two, it leaves no open position for representation of Merced City Fire Department. Tim suggested that since Merced is the largest city in the county, it may benefit the committee and the City of Merced to be represented.

Update on Ground Ambulance RFP Process (INFO): Kathleen Grassi updated the committee regarding the Ground Ambulance RFP process. She advised that after Fitch and Associates had been selected to assist the county in developing an RFP and reviewing prospective ground ambulance company bidders. The anticipated timeline is to issue the RFP in early Fall. The expected timeline for selection of a provider is early 2014. Kathleen acknowledged Tom Little, Fitch and Associates and advised that he would be giving a brief presentation on the process that they will be using to assist the county.

EMS Manager Recruitment Update (INFO): Kathleen Grassi shared that Linda Diaz, EMS Administrator, is no longer has left the County. She acknowledged Dale Dotson, from the Central California EMS Agency, who is on contract to provide day-to-day operations oversight until a new EMS Administrator is hired. She expressed appreciation for his assistance while the EMS Agency is without a manager. The recruitment for EMS Administrator opened in June.

Discussion with EMS Consultant: (INFO): Thomas Little from Fitch and Associates updated the committee stating that he and Richard Keller would be assisting with the new RFP for the county. He stated that the process they use is different from those utilized in the past. Tom expressed the importance for stakeholders to understand the process, so they will be confident that it is fair, which will hopefully attract a good selection of system bidders. He pledged their commitment for a transparent process. Tom advised that the Request for Proposal must be specific and clear. Basically, these are the requirements, do you meet them or not. Tom continued that there will be 6-7 areas and that there will be points allotted for each category. All of these will be calculated by a formula. Evaluators will be approved by the county and likely come from other states. They will consist of Fire and EMS administrators or directors who have diverse experience in emergency medical services operations. They will spend the first two days reviewing the submitted Proposals. The third day will be a day for formal presentations. Each presentation will be no longer than 20 minutes, followed by 40 minutes of questions and answers. Once the process is completed, the scoring results will be provided to the LEMSA Director. Tom again stated the importance for the process to be completely transparent.

Fred Buckingham asked how many evaluators would be used in the process. Tom Little stated that there will be between three and five evaluators.

Tim Marrison asked how a provider's extra efforts would be utilized in the process. (e.g. football standbys, parades, giving equipment, etc.) Tom Little stated that it will be important to qualify that type of information. They don't want to see micro management in the contract, because what comes out in the RFP will essentially be the parameters of the contract itself. There may be times when a provider doesn't have ambulances available to send for a standby during a fire that may or may not be utilized.

Roundtable (INFO): Tim Marrison stated that when the RFP is completed, it should be made public as soon as possible because transparency is the most important thing to the consultant.

Kraig Riggs officially recognized Steve Melander as the General Manager for Riggs Ambulance Service. He advised that Don Vonarx is back in Reno now, so Steve is taking on those duties.

Steve Melander, advised that Riggs is putting newer ambulances in to the system on the Westside of the county. He advised that they will staff 160 new unit hours and a new Westside deployment quarters. They will also be putting a new back up ambulance in Dos Palos and will post in Livingston 24/7. That will mean that every city within the county will have a dedicated ambulance 24/7. Steve also suggested that their supervisor program is now on duty 24/7, with a manager on call to back them up 24/7 as well.

Kathleen Grassi updated the committee, stating that Riggs Ambulance Service has recently fulfilled and received CAAS pre-accreditation.

Supervisor O'Banion adjourned the meeting at 13:04 hrs.



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Attachment #B
EMCC MEETING - MINUTES
April 2, 2014

Committee Members Present:

Jerry O'Banion, Chairperson
Tim Marrison, Fire Service Representative, Los Banos Fire Department
Ken Mitten, District 2 Representative
Micky Brunelli, EMT-P Representative, Merced City Fire Department
Mike Harris, District 1 Representative
Carrie Grissom, R.N., E.R. Nurse, Base Hospital
Sam Samra, Law Enforcement Representative
Jeff Buttucci, CHP Representative
Brian Neely, County Fire Chief Designee
Jeremy Rahn, Merced County OES
Kraig Riggs, Ambulance Service Representative, Riggs Ambulance
Rob Smith, Paramedic, EMT-P Representative
Eric Watts, Ambulance Service Representative, Westside Ambulance
DeWayne Jones, District 5 Representative
Jeff Pate, R.N., Hospital Representative, Los Banos Memorial Hospital
Tim Livermore, County Health Officer
Kathleen Grassi, LEMSAs Director, Member Ex-Officio

Committee Members Absent:

None

Guests:

Mark Lawson, Division Chief, CalFIRE
Steve Melander, Riggs Ambulance, General Manager
Joe Ryan, M.D., SEMSA Medical Director
Don Campbell, Mercy Air
Bill Baker, Mercy Air
Phillip Brown, R.N., Mercy Medical Center Merced
Don Long, Merced City Fire Department

EMS Agency Staff Present:

James Clark, Ron Duran, Mia Torrez

Call to Order: Chairman O'Banion called the meeting to order at 12:16 PM. All rose for the reciting of the Pledge of Allegiance following which, introductions were made and all were welcomed. A quorum was not present. Kathleen Grassi requested that her Agenda items be heard first due to a 1 PM appointment; request approved.

Approval/Additions/Deletions to the Agenda (ACTION): None received.

Approval of the Minutes of the July 24, 2013 meeting (ACTION): No Action - Minutes of the July 24, 2013 meeting were not available and a quorum was not present.

Public Forum: No comments from the public were received and the forum was closed.

Consent Agenda: The Consent Agenda items were approved as presented.

Roundtable:

- Kathleen Grassi introduced the new EMS Manager, Jim Clark. Jim started as EMS Manager in November 2013. Jim was previously the OES Manager at San Benito County and has also served that county as EMS Manager. Prior to working at San Benito County, Jim worked 20+ years as Captain Paramedic for Salinas City Fire Department.
- Report was received from Kathleen Grassi on the ground ambulance RFP process. The Request for Proposal (RFP) was issued in late February with Bidders' proposals due April 15th. The submitted proposals will be reviewed by a 5-member RFP Review Panel convened by Rick Keller with Fitch & Associates, our consultants for this process. The Review Panel will meet to review and score the proposals April 28th, 29th and 30th. On the 30th, the Bidders will have the opportunity to present in-person to the Review Panel. Our intent is to complete contract negotiations with the most responsive Bidder and take the new contract to the Board of Supervisors in June or early July. The expectation is to have a new ambulance service provider and contract in place by December 1, 2014.
- Ron Duran reviewed the November 13, 2013 M4C ambulance response time compliance reports with the Committee. Following Ron's report, there were no questions however there was a request for Ron to explain and interpret the response time terminology at the next meeting.
- Jim Clark reviewed the new EMCC membership list with the Committee. Jim reminded members of the need to sign and have notarized the Loyalty Oath or simply go in person to the County Clerk's office to have it administered there. Committee members cannot vote on EMCC business items until they have had the Loyalty Oath administered.
- Jim Clark discussed with the Committee that EMCC meeting notices will be sent out 3 weeks prior to the next scheduled meeting. Since meeting notices are required to be publicly posted 72 hours in advance of the meetings, please send any Agenda items to Jim in advance of this posting time requirement.
- Due to lack of quorum, Chairman O'Banion tabled the election of a Vice-Chair until the July 2014 meeting.
- Jim Clark asked the Committee how the sub-committees have been established in the past. Discussion was held where it was concluded that subcommittees are ad hoc in nature and are formed as needed.
- Jim Clark discussed some Committee By-Laws changes that he suggests to be made. Discussion took place where it was suggested that Jim obtain some volunteer help in reviewing the By-Laws and bring this item back to the Committee at a later date for further discussion.
- Jim stated that the EMS Agency is recruiting a new Medical Director. Dr. Andrews has asked that we find a replacement for him. Discussion regarding required qualifications took place and concluded by Jim asking that if anyone knows a physician that may be interested, please forward their contact information to him and he will send out the Request for Qualifications (RFQ) when it is published. At this time, it is expected that the RFQ to be published May 15 and to close June 6.
- Eric Watts introduced Steve Melander to the Committee as the primary point of contact for the PULSE Point smart phone app. Steve explained that the app sends out an alert to users in a ¼ mile radius when a 911 call is received and dispatched for a CPR case. This is intended to initiate by-stander CPR prior to arrival of EMS crews. The app only pushes out alerts to publicly accessed locations, not to people's homes. Contact Steve for further information or to learn how to download the app and set it up.

Adjournment: Chairman O'Banion adjourned the meeting at 2:05 PM.



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Attachment #C

RESPONSE TIME COMPLIANCE & AMBULANCE INSPECTION REPORT
EMERGENCY MEDICAL CARE COMMITTEE
July 2, 2014

Riggs Ambulance Service Contract Compliance (January and February 2014):

The following information reflects the fines assessed during the May 21, 2014 M4C meeting to Riggs Ambulance Service for the months of January and February 2014. This provider remained above the required 90% in all areas of operation for this reporting period.

January 2014:

\$3000

February 2014:

\$250

Mercy-Air Service Contract Compliance (January and February 2014):

At the May 21, 2014 M4c meeting, it was determined that Mercy-Air remained above the required 90% for this reporting period and no fines were assessed.

Ambulance Inspection Report:

There were no ambulance inspections during the months of April, May and June, 2014.