



DEPARTMENT OF PUBLIC HEALTH

Emergency Medical Services Agency

Emergency Medical Care Committee

April 6, 2016

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

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

Ajinder Singh, MD CPE
EMS Medical Director, Ex-Officio

James Clark, MICP
EMS Administrator, MHOAC

<u>Meeting Attachments</u>	<u>Agenda</u>	<u>Responsible Party</u>	<u>MEMBERS</u>
	1. Call to Order – Pledge of Allegiance	J. O'Banion	Jerry O'Banion, Chairman Board of Supervisors
	2. Introductions	J. O'Banion	Timothy Livermore, MD County Health Officer
	3. Public Forum <i>(Public opportunity to speak on any matter of public interest within the committee's jurisdiction)</i>	J. O'Banion	Mark Lawson Merced County Fire Department
	4. Quorum Status Check (9 Members Required)	J. O'Banion	Jeremy Rahn Office of Emergency Services
	5. Approval of the Agenda (Action)	J. O'Banion	Mike Harris District 1 Representative
A – Oct. 7, 2015 EMCC Meeting Minutes	6. Approval of the October 7, 2015 EMCC Meeting Minutes (Action)	J. O'Banion	Ken Mitten, Vice Chairman District 2 Representative
B – January 6, 2016 EMCC Meeting Minutes	7. Approval of the January 6, 2016 EMCC Meeting Minutes (Action)	J. O'Banion	Vacant District 3 Representative
C – M4C Compliance	8. EMS Agency Reports (Action)	J. O'Banion	Vacant District 4 Representative
D – Ambulance Inspection Report	a) M4C Response Time Compliance Report	R. Duran	Dewayne Jones District 5 Representative
	b) Ambulance Inspection Report	R. Duran	Dr. Raffi Djevalikian E.R. Physician
	c) EMS Medical Director Report	A. Singh	Vacant E.R. Physician
	9. Subcommittee Reports:		Kraig Riggs Ambulance Company Representative
	a) EMS Policy & Procedure (Verbal Report)	J. Clark	Vacant
	b) EMS Assessment Subcommittee (Verbal Report)	M. Harris	Ambulance Company Representative
E – EMS Policy #132; EMS System Enhancement Funds	10. Action Items:		Bryan Donnelly EMS Educator
	a) EMS System Enhancement Funds Policy (Action)	J. Clark	Chuck Mosley Law Enforcement Representative
F – EMCC Membership Update	11. Informational Items:		Jeff Buttici C.H.P. Representative
	a) EMCC Membership Update (Info)	J. Clark	Jeff Pate, RN Hospital Representative
G – Ground Ambulance Staging Procedures	b) Air Ambulance Contract Plans (Info)	J. Clark	Tim Marrison Fire Service Representative
	c) Ground Ambulance Staging Procedures (Info)	J. Clark	Rob Smith Field Personnel Representative
	d) EMS System Report (Info)	S. Melander	Jeff Cole Field Personnel Representative
	12. Round Table (Discussion)	All	Theresa Azevedo, RN, BSN E.R. Nurse
	13. Adjournment (Action) Next EMCC Meeting is July 6, 2016 (Info)	J. O'Banion	
	14. Adjournment (Action)	J. O'Banion	

All meeting materials including the Meeting Attachments A – G may be obtained by contacting:

James Clark, EMS Administrator
Merced County EMS Agency
260 E. 15th Street, Merced, CA 95341, PH: (209) 381-1250
Or Download: <http://www.co.merced.ca.us/index.aspx?NID=584>

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Attachment #A

Emergency Medical Care Committee MEETING MINUTES October 7, 2015

Committee Members Present: Supervisor Jerry O'Banion, Mark Lawson, Mike Harris, Ken Mitten, Rob Smith, Dewayne Jones, Tim Marrison, Kraig Riggs, Timothy Livermore, Jeremy Rahn, Sam Samra, Bryan Donnelly, Mickey Brunelli, Mike Pitassi, Jeff Butticci and Jeff Pate.

Committee Members Absent: Dr. Raffi Djevalikian and Carrie Grissom.

EMS Agency Staff Present: Dr. Ajinder Singh, James Clark, Ron Duran and Frank Romero.

Guests Present: Steve Melander, Theresa Azevedo, DeeAnn Dion, Will Martin, Steve Crabtree.

Call to Order: Supervisor Jerry O'Banion called the meeting to order at 12:25PM. All rose for the reciting of the Pledge of Allegiance following which introductions were made and all were welcomed.

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

Quorum Status Check (10 members required): A Quorum of EMCC voting members is present.

Approval/Additions/Deletions of the Agenda (Action): A Motion was made by Mickey Brunelli to accept the Agenda with the addition of the EMS Trust Fund balance which is provided by Jim Clark. The Motion was seconded by Ajinder Singh; the EMCC approved the Agenda by unanimous vote.

Approval of the July 1, 2015 Meeting Minutes (Action): A Motion was made by Mickey Brunelli to accept the Minutes as presented. The Motion was seconded by Jeremy Rahn; the Minutes were approved by unanimous vote.

EMS Agency Reports:

Ron Duran (M4C): Ron Duran reported that M4C meetings have been placed on hold pending FirstWatch System fixes. Ron reported that the system has been fixed effective the beginning of November, 2015. The EMS Agency has solicited the opinion of EMS Consultant Fitch & Associates to review the system and provide the Agency with its opinion of the system's readiness to be re-deployed. Ron reports that it is expected that Fitch & Associates will provide their opinion within 30 days.

Ron Duran (Ambulance Inspection Report): No ambulance inspections occurred during the last Quarter.

Dr. Ajinder Singh (EMS Medical Director Report): Dr. Singh reported to the committee that he has enjoyed his first full year as the EMS Medical Director. He has attended all EMDAAC/EMSAAC meetings where he represents Merced County EMS Agency. Dr. Singh closed his report by reminding the committee that flu season is upon us and that flu shots are recommended for all that are able to receive them.

EMCC Bylaws Update:

Jim Clark provided the committee with the Board of Supervisors-approved version of the EMCC bylaws. The bylaws were presented to the Board at the August 4, 2015 meeting when they were formally adopted. There were no questions or comments from the committee.

Subcommittee Reports:

Jim Clark (EMS Policy and Procedures): Jim informed the committee that the EMCC subcommittee has completed review of all the Administrative EMS Policies. The subcommittee has had one meeting where all the Medical Directors were present where they discussed medical treatment protocols including pain management as well as introducing some new medications. Jim informed the committee that Alan Dobrowolski has resigned as the Policy and Procedure subcommittee Chairperson; Jim is actively looking for his replacement.

Rob Smith (EMS Assessment Subcommittee): Rob reports that he has been working with Jim in the research phase of the assessment. The subcommittee is researching what other systems have done in creating their assessments reports. There were no questions or comments from the committee.

Informational Items:

Jim Clark - EMCC Membership Update (Info): Jim informed the committee that one ER Physician position remains available for Memorial Hospital in Los Banos as well as Supervisor District 3 & 4. Jim announced that two members have resigned from the committee; Mickey Brunelli and Rob Smith both shared their opportunities with the committee explaining that they enjoyed their time serving on the EMCC. Mickey's resignation is effective immediately while Rob will remain and continue to serve on the committee until his replacement is found. Committee members congratulated them both on their successes.

Steve Melander - Med-Express (Info): Steve informed the committee that there is a need for wheel chair van services within our community. Steve stated that SEMSA has been working very closely with Mercy Medical Center to provide dedicated wheelchair van services to the hospital. Steve mentioned that SEMSA has a nonprofit wheelchair van service in Reno Nevada and they will be opening another division of that service in Merced. Dr. Singh asked if it was going to be a 24 hour service; Steve said depending on demand for services, it may be offered 24 hours a day if the need is identified. Chief Marrison asked if there was a dispatch screening process involved to determine if a call for wheelchair van service was an emergency; Steve said the service will all be pre-arranged non-emergency transportations only.

Jim Clark - EMS System Enhancement Funds Policy (Info): Jim informed the committee that he has drafted a policy with the support of Kathleen Grassi to determine use of EMS Trust Funds. He asked the committee to review and submit any suggestions to him before the next EMCC meeting. Jim stated that a "rainy day fund" of \$75k is suggested. Jim provided the current balance of the Trust fund to the committee explaining that there have been no new deposits made due to M4C meetings not being conducted. Jim explained to the committee that he has polled other EMS Agencies in regards to their EMS Trust Funds uses. It was found that EMS Agency staffing and System enhancements was common amongst agencies.

Jim Clark - Air Ambulance Contract Plans (Info): Jim informed the committee that the Air Methods contract is set to expire on March 31, 2016. EMS Consultant, Fitch and Associates, has been

contracted to assist in developing a new Air Ambulance Service Provider agreement that is compliant with the Federal Airline Deregulation Act. Jim mentioned that he is expecting to have a draft RFP developed by the end of the year. There were no questions or comments from the committee.

Jim Clark - Base Hospital Agreement Renewed (Info): Jim announced that the Base Hospital Agreement with Mercy Medical Center has been renewed for the next three years. There were no questions or comments from the committee.

Jim Clark - Remote Video/Phone Teleconference Attendance of EMCC Meetings (Info): Jim provided the committee with the requirements for members to use phone or video conferencing. To be compliant with the Ralph M. Brown Act (open meetings), members attending by video or phone will need to advise the EMS Agency in advance. Members attending remotely will also need to disclose the intended location they will be attending. The member's location will then be posted to the EMCC Agenda at least 72 hours in advance of the meeting.

Round Table (Discussion):

Dr. Timothy Livermore informed the committee that there is a new Immunization law that will be put into place as of January 1 2016. The new law removes the personal and religious belief. Dr. Livermore informed the committee that West Nile and Pertussis is a factor in Merced County; coming into the flu season, we should all be promoting flu immunization to the community.

Jeremy Rahn commented on the need for continued Unified Response to Violent Incident Training and how critical it is to have all first responder agencies to participate in the training.

Chief Tim Marrison asked committee members to include Wayne Pricolo in their thoughts or prayers; Wayne has been recently diagnosed with cancer and is currently going through treatment.

Ron Duran informed the committee that EMS has been working with area hospitals and SEMSA/Riggs Ambulance Service regarding Labor and Delivery CCT transfers. There were no questions or comments from the committee.

Adjournment (Action):

Supervisor O'Banion adjourned the meeting at 1:20PM.

The Next EMCC meeting will be held January 6th, 2016 - 12PM



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Attachment #B

Emergency Medical Care Committee MEETING MINUTES January 6, 2016

Committee Members Present: Ken Mitten, Mark Lawson, Mike Harris, Rob Smith, Kraig Riggs, Timothy Livermore, Jeremy Rahn, and Sam Samra.

Ex-Officio Committee Members Present: Kathleen Grassi and Dr. Ajinder Singh.

Committee Members Absent: Supervisor Jerry O'Banion, Jeff Pate, Bryan Donnelly, Tim Marrison, Dewayne Jones, Dr. Raffi Djevalikian and Jeff Buttici.

EMS Agency Staff Present: James Clark and Frank Romero.

EMS Agency Staff Absent: Ron Duran

Guests Present: Steve Melander, Theresa Azevedo, DeeAnn Dion and Chuck Mosley.

Call to Order: Ken Mitten called the meeting to order at 12:29PM. All rose for the reciting of the Pledge of Allegiance; introductions were made and all were welcomed.

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

Quorum Status Check (10 members required): A Quorum of EMCC voting members were not present.

Approval/Additions/Deletions of the Agenda (Action): Cannot approve due to no Quorum present.

Approval of the October 7, 2015 Meeting Minutes (Action): Cannot approve due to no Quorum present.

EMS Agency Reports:

Jim Clark (M4C): Jim reported that EMS has been working with First Watch for the last year and a half to develop a program that will mine data from our CAD dispatch to calculate the contractual response times for Ground Ambulance. Jim mentioned there were a few glitches that needed to be fixed and after doing so the program was presented to our EMS consultants, Fitch & Associates, for their review. It has been planned that compliance reports presented at M4C meetings will be divided up and assessed in small chunks until caught up by the July 2016 meeting. This report cannot be approved due to a Quorum not being present.

Jim Clark (Ambulance Inspection Report): No ambulance inspections occurred during the last Quarter. This report cannot be approved due to a Quorum not being present.

Dr. Ajinder Singh (EMS Medical Director Report): Dr. Singh reported to the committee that more real life scenario drills are needed to prepare for real events. The Medical Director stressed the need for Pain Management when transporting patients. Allowing Paramedics to determine the need themselves through Protocol and training will better assist medics in the field. The Committee had no questions; this report could not be approved due to a quorum not being present.

EMCC Policy & Procedure:

Jim Clark reported that he is still interested in finding a chair person for the EMS policy and procedure Sub-committee. Jim mentioned that about half the policies have been reviewed. Committee members inquired on the process to nominate someone for the position. Rob Smith Nominated DeeAnn Dion for the position of EMS policy and procedure chair member.

Subcommittee Reports:

Rob Smith (EMS Assessment Subcommittee): Rob reported that members of the subcommittee have been busy with other business and will have a report ready by next EMCC meeting. There were no questions or comments from the committee. This report could not be approved due to a quorum not being present.

EMS System Enhancement Funds Policy:

Jim Clark - EMS System Enhancement Funds Policy (Info): Jim discussed with the committee the EMS System Enhancement Fund policy which has been updated from the last EMCC meeting to now include Mercy Medical Center as an eligible entity for receiving project funding. Jim provided the committee with an updated draft policy. Committee members had questions in regards to appeal processes. Jim informed members that the policy will be required to be recommended for adoption by EMCC then adopted by the Board of Supervisors before it can be put into effect.

Ground Ambulance Staging Procedures: Jim discussed with the committee current practices for ground ambulance staging when responding to potential violent incidents. Currently, ambulances will respond to a request to stage whenever requested. This practice can potentially place EMS responders in an unsafe position if law enforcement is not yet responding or already on scene. A policy change to not dispatch ambulances until law enforcement is enroute or already on scene was discussed. The committee further discussed that ambulances should only be dispatched when law enforcement is enroute or on scene and not before. Discussion continued about who can release a staged ambulance. It was discussed that staged ambulances should only be released by the Incident Commander.

EMCC Membership Update: Jim updated the committee on vacancies within EMCC; Jim stated that the Los Banos ER physician continues to be vacant as well as Supervisor District 3 & 4. Recently the Ambulance Company Representative position has become vacant as well as two (2) Field Personnel Representative positions. Sam Samra announced that he has been promoted and will no longer be able to represent the Law Enforcement position on EMCC. Sam introduced Lieutenant Chuck Mosley who was selected by the local Police Chief's Association to be his EMCC replacement.

Air Ambulance Contract Plans: Jim informed the committee that the current Air Ambulance contract will expire on March 31, 2016. At the October 2015 EMCC meeting, Jim informed the committee the Federal Airline De-regulation Act, a federal law, preempts local and state law and disallows local governments and states to regulate rates, routes and services of air ambulance providers. Counties do however have regulatory authority for medical oversight.

Round Table (Discussion):

Kathleen Grassi provided an explanation of Health Information Exchange to the committee and some of its uses within Public Health. Kathleen mentioned she is pleased there are both EMS and Riggs representatives on the planning committee.

Jeremy Rahn informed the committee of recent trainings that have occurred; he was pleased to report they are working closely with Jim and the EMS Agency.

Adjournment (Action):

Ken Mitten adjourned the meeting at 1:29PM.

The Next EMCC meeting will be held April 6, 2016 - 12PM



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ATTACHMENT #C

April 6, 2016

To: Emergency Medical Care Committee

From: Ron Duran, EMS Specialist

Subject: M4C Ambulance Contract Compliance Report for January – June 2015

• **M4C Meeting Held January 27, 2016:**

Riggs Ambulance Assessment Status for January - June 2015:

January 2015:	\$20,250.00
February 2015:	\$18,250.00
March 2015:	\$21,250.00
April 2015:	\$34,500.00
May 2015:	\$26,500.00
June 2015:	\$31,000.00

CCT Quarter #1 2015 (January – March): \$1,000.

Riggs Ambulance Service remained above the required 90% in all areas of operation for this reporting period.

Mercy-Air Assessment Status for September - December 2014:

No data available.



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ATTACHMENT #D

April 6, 2016

To: Emergency Medical Care Committee

From: Ron Duran, EMS Specialist

Subject: Ambulance Inspection Report for January, February and March 2016

During the months of January, February and March 2016, the following Ambulance Inspections occurred:

Merced County EMS Ambulance Inspections					
Date	Company	Unit	Inspector	Discrepancies	Discrepancies Corrected
3/15/2016	Riggs	176	R. Duran	Minor	Corrected at time of discovery
3/15/2016	Riggs	177	R. Duran	None	None
3/15/2016	Riggs	178	R. Duran	None	None



DEPARTMENT OF PUBLIC HEALTH

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Attachment #E

POLICY #132.00

TITLE: **MERCED COUNTY EMS SYSTEM ENHANCEMENT FUNDS**

APPROVED: ON-FILE

EMS Administration: Kathleen Grassi, R.D., MPH

ON-FILE

EMS Medical Director: Ajinder Singh, MD CPE

EFFECTIVE DATE: 11/2015

REVISION DATE: N/A

REVIEW DATE: 11/2017

PAGE: 1 of 4

Authority: Merced County Code, Title 9 General Health and Safety, Chapter 9.44 Regulation of Ambulance Service and Convalescent Transport Service, Section 9.44.030, Establishment of Local Emergency Medical Services Agency and Emergency Medical Services System; California Health and Safety Code Section 1797.272; and Pre-hospital Emergency Medical Care Personnel Act as set forth in Division 2.5 of the California Health and Safety Code.

Definitions: *Emergency Medical Services (EMS) System Enhancement Funds* – means the fines generated from Merced County Ambulance Service Providers’ contractual noncompliance.

Merced County Emergency Medical Care Committee (EMCC) – Formed by Board of Supervisors Order June 25, 1968, the Emergency Medical Care Committee serves as an advisory committee to the Board of Supervisors and the Merced County Emergency Medical Services Agency on emergency medical services related matters.

Public Agency - means a governmental publicly-owned EMS stakeholder within the Merced County EMS System.

Ineligible Ambulance Service Provider – means a non-governmental privately-owned for-profit or not-for-profit Ambulance Service Provider from which contractual noncompliance fines are levied and collected by the Merced County EMS Agency.

Eligible Agency – means a public agency EMS stakeholder and public or private hospital within the Merced County EMS System.

Purpose: To establish a process for the use of Merced County Emergency Medical Services (EMS) System Enhancement Funds.

Policy: The Merced County EMS System Enhancement Funds exist as a result of the fines assessed and collected from Merced County Ambulance Service Providers for contractual noncompliance. Response time compliance standards are established through contractual agreements between Merced County and Merced County Ambulance Service Providers. The objective is to encourage response time compliance and thereby improve patient care for the community. Fines generated from noncompliance issues are used for the administration of the Emergency Medical Services System and to enhance the EMS System within Merced County.

1. Funds shall be allocated to projects that support the following priorities:
 - A. Administration of the Emergency Medical Services System by the Merced County Emergency Medical Services Agency.
 - B. Projects that support the recommendations found in the annual report of the Emergency Medical Care Committee's EMS Assessment Subcommittee.
 - C. Communications system enhancements.
 - D. EMS training.
 - E. Equipment needed for new standards of ALS or BLS scope of practice.
 - F. Purchases that benefit or enhance EMS services in Merced County on a system-wide basis.
 - G. EMS supplies and equipment for special events or new training programs.
2. Direct payment of cash to stakeholders is not permitted.
3. Purchases will be made in accordance with Merced County purchasing requirements and policies.
4. The Merced County EMS System Enhancement Fund shall maintain a minimum reserve balance of \$75,000.
5. Ambulance Service Providers from which contractual noncompliance fines are levied and collected by the Merced County EMS Agency are ineligible to receive EMS System Enhancement Funds.
6. The EMS Agency shall provide an accounting of fund balance upon request.

Procedures:

- A. Prior to requesting EMS System Enhancement Funds, other sources of funding shall be attempted or exhausted e.g., agencies' general fund or budget, State Homeland Security Grant Program (SHSGP), Public Health Emergency Preparedness grants (HPP, PHEP, Pan Flu).
- B. Proposed projects shall be in alignment with the recommendations found in the annual report of the Emergency Medical Care Committee's EMS Assessment Subcommittee.
- C. An Eligible Agency may complete and submit an Application to Request Allocation of EMS System Enhancement Funds (Attachment A) to the Merced County EMS Agency. The application must include the following:
 - 1) Detailed description of the project.
 - 2) Amount requested with a detailed budget.

- 3) Other funding sources available.
 - 4) Justification for how the proposed project will enhance the Merced County EMS System.
 - 5) Supporting documentation, i.e., quotes, project analysis and planning documents.
- D. The EMS Agency shall review and assess the application's alignment with funding priorities and confer with the Local EMS Agency Director. When an application is determined eligible, the Agency will forward the application to the Emergency Medical Care Committee for their recommendation to the Agency of project approval or denial.
 - E. The EMS Agency retains final authority on project approval or denial.
 - F. Upon project approval, the Agency will confer with the applicant and develop a funding and purchasing plan.
 - G. Ownership of purchases funded by the Merced County Emergency Medical Services (EMS) System Enhancement Funds cannot be transferred to the end-user.
 - H. The end-user and County will sign an agreement for the receipt of the equipment. The end-user will be responsible for costs to maintain and repair the purchase.
 - I. For accounting purposes, all items purchased with EMS System Enhancement Funds shall be returned to the EMS Agency when damaged beyond repair, when the item becomes obsolete or when the product's useful service life has ended. Lost or stolen items that have been purchased with EMS System Enhancement Funds shall be reported to the EMS Agency as soon as practical.

Attachment A

Refer to Agency Policy 132.00 - Merced County EMS System Enhancement Funds

Application to Request Allocation of EMS System Enhancement Funds

Name of Organization: _____

Address: _____

Contact Person: _____ **Phone:** _____

1. Detailed description of the project (Attach additional supporting documentation if desired).

2. Amount requested with a detailed budget (Specific Project Costs and Capital Item(s) to be purchased – attach additional pages as needed).

3. Provide justification on how the EMS System will be enhanced in Merced County.

4. Describe other funding sources available to fund this project (Matching Funds, Applying for state funding on a regional basis, greater benefits would be realized by more agencies participating).

5. Attach Supporting Documentation (Quotes, project analysis and planning documents).

Signature of Responsible Party for the Proposed Project

Title

Print Name

Date



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ATTACHMENT #F

April 6, 2016

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: Emergency Medical Care Committee Membership Update

The following EMCC memberships remain vacant:

- E.R. Physician
- District 3 Representative
- District 4 Representative
- Two (2) Positions - Field Personnel Representative, EMT or EMT-P

New Members:

- Chuck Mosley, Law Enforcement Representative
- Jeff Cole, Field Personnel Representative
- Theresa Azevedo, E.R. Nurse



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ATTACHMENT #G

April 6, 2016

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: Ground Ambulance Staging Requests

The EMS Agency is seeking Emergency Medical Care Committee discussion and recommendation on ground ambulance staging procedures. To ensure adequate ground ambulance transportation resources are available to respond in the 9-1-1 EMS System, the following changes to ambulance staging procedures are being considered:

1. A ground ambulance requested to stage will only occur if the requesting agency has been dispatched and is responding to the incident.