



CAMBRIA COMMUNITY HEALTHCARE DISTRICT REGULAR BOARD MEETING July 25, 2024 – 9:00 AM

The regular meeting of the Cambria Community Healthcare District will be held at Old Cambria Grammar School, 1350 Main Street Cambria, California.

Join Zoom Meeting

<https://us02web.zoom.us/j/87002908336>
Meeting ID: 870 0290 8336 Passcode: 059096
+16694449171,,83472787498# US
+16699006833,,83472787498# US (San Jose)

AGENDA

A. OPENING

1. Call to order
2. Pledge of Allegiance
3. Motion to allow the board to conduct the board meeting within the AB2449 guidelines.
4. Establishment of a quorum

B. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

1. Members of the public wishing to address the Board on matters other than scheduled items may do so when recognized by the President of the Board of Directors Cecilia Montalvo. Presentations are limited to a maximum of three minutes per person.

C. CONSENT AGENDA

1. Approve Minutes from June 25, 2024, Regular Board Meeting.

D. REPORTS

1. Operations Report: Operations Manager Tim Nurge, Supervisors Paul Hoover, and Michael Bryant.
2. Administrative/Financial Review: Linda Hendy
3. Committee Reports:
 - a. President's Report: Cecilia Montalvo
 - b. Property & Facilities / Facility Project Ad-Hoc: Bruce Mumper
 - c. Healthcare Advocacy & Outreach: Dawn Kulesa
 - d. Finance: Iggy Fedoroff
 - e. Development Committee: Laurie Mileur

E. REGULAR BUSINESS

1. Board of Directors Election Notice
2. Key Performance Indicator Report
3. Strategic Plan Update July 2024

F. DECLARATION OF FUTURE AGENDA ITEMS

G. ADJOURNMENT

The next regular meeting of the Cambria Community Healthcare District Board of Directors will be held on August 27, 2024, at 9:00 A.M. at the Old Cambria Grammar School, 1350 Main Street Cambria, California.

Copies of the monthly agenda, staff reports and written materials provided to the Board of Directors for Open Session agenda items may be obtained online at www.cambria-healthcare.org, and are also available at the District office located at 2511 Main Street, Cambria, during regular business hours. Closed-session items are not available for public review. Any changes or additions to the agenda will be posted at the District office and on the District website.

Note: While board members may not engage in dialog with the public during the board meeting, individual members may choose to incorporate an answer to a question posed by the public during their discussion of an agenda item.



CAMBRIA COMMUNITY HEALTHCARE DISTRICT

JUNE 25, 2024

REGULAR BOARD MEETING MINUTES

A) OPENING:

- 1) The meeting was called to order at 9:00 am.
- 2) President Montalvo led the Pledge of Allegiance.
- 3) Motion to allow the board to conduct meetings within the AB2449 guidelines. Director Mileur motioned to approve, Director Mumper seconded, Board approved 5/0.
- 4) Board of Directors members Cecilia Montalvo, Laurie Mileur, Bruce Mumper, and Iggy Fedoroff were present. Director Dawn Kulesa was present via Zoom. Also, present were Administrator Linda Hendy, Operations Manager Tim Nurge, and Office Manager Simone Rathbun.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No members of the public were present.

C) CONSENT AGENDA

1. The Minutes from the May 28, 2024, Regular board meeting were presented for review and approval. Director Mumper motioned to approve, Director Mileur seconded, Board approved 5/0.

CI) REPORTS

1. Operations Report: Operations Manager Nurge presented the monthly report. Transport activities and response times were discussed. A staff meeting is scheduled for June 26, 2024. Community outreach was discussed, including crew members scheduled to demonstrate hands-on CPR at the Cambria Farmer's Market on July 12th and August 9th. Director Fedoroff inquired about the possibility of staff providing Heimlich Maneuver training to community clubs and local businesses. Manager Nurge stated that this type of training is included in the CPR certification program and is not recommended as a stand-alone class due to the lack of a specific certification program.

In May, CCHD provided a long-distance transfer from Sierra Vista Hospital to Stanford and a long-distance transfer from Twin Cities Hospital to Children's Hospital in Madera. In both cases, San Luis Ambulance declined transport. These were accepted by CCHD but took staff and vehicles out of the service area for extended periods of time. President Montalvo suggested that SLO EMSA should establish a policy regarding the acceptance of long-distance transport.

CalTrans updates indicate that Highway One is expected to be fully re-opened in the Fall of 2024.

Manager Nurge has begun updating the employee Standard Operating Procedures manual, a draft report will be sent to the SEIU for review, before presenting the updated manual to the board for a final review and approval.

2. Administrative/Financial Review: The May financial reports were presented followed by a Board discussion on identified variances in income and expense line items. CCHD provided four Monterey County transports in May. The General Obligation Bond resolution has been filed with the SLO County Registrar's Office.

3. Committee Reports:

- a. President's Report – President Montalvo facilitated a meeting with John Linn, Dr. Griffith, Director Fedoroff, Administrator Hendy, and the Central Coast Regional CEO from Adventist Health Eleze Armstrong to discuss the need for additional medical services in Cambria. A follow-up meeting is planned for August.
- b. Property & Facilities/Facility Project Ad-Hoc: Director Mumper stated the committee met with Supervisor Hoover and Don Sather to discuss staff recommendations for the interior portion of the proposed new facility. Committee member Sather is working alongside Gary Moyer to incorporate the recommendations into a facility report in preparation for the facility replacement project to move forward after the November election results are in. Director Mileur states that there is active recruitment underway to recruit three community members willing to advocate for the facility replacement project.
- c. Healthcare Advocacy & Outreach: Director Kulesa stated she is working on future educational workshops for the community and confirmed that Operations Manager Nurge will be conducting hands-on CPR demonstrations at the Cambria Farmer's Market. The stroke awareness magnets continue to be distributed throughout the community. Director Kulesa thanked Director Fedoroff for writing a great article for the CambriaCA regarding the District's Open House. New this year, through community donations the District will be participating in the Scarecrow Festival. The scarecrow will be designed to represent CCHD and the "Minutes Matter" campaign and will be on display in front of the facility during the festival.
- d. Finance: Director Fedoroff stated the finance committee held their monthly meeting and reviewed financial and cash flow reports.
- e. Development Committee: Director Mileur stated that staff is working on a grant application to submit to the Cambria Community Council to help fund the down payment on the new ambulance currently on order.

E) REGULAR BUSINESS

1. Administrator Hendy presented Resolution 45-24 for Board review and approval of the annual Special Tax CPI increase. CPI calculations were presented, representing a proposed increase of 3.88%. Director Fedoroff motioned to approve Resolution 45-24, Director Mileur seconded, Board approved 5/0.
2. Resolution 46-24 was presented by Administrator Hendy for consideration, possible amendment, and adoption of the proposed Final Budget for fiscal year 2024-2025. The budget was discussed in detail, including changes made from the preliminary budget to the proposed final budget. Director Fedoroff motioned to approve Resolution 46-24, adopting the Final Budget for the fiscal year 2024-2025, Director Mumper seconded, Board approved 5/0.

F) DECLARATION OF FUTURE AGENDA ITEMS

1. 10-year forecast with three different percentage growth projections for ambulance revenue.
2. Operations KPI Report.

G) ADJOURNMENT

The meeting was adjourned at 10:32 am.



OPERATIONS REPORT Board of Directors Meeting July 25, 2024

Staff Report: Operation Manager, Tim Nurge
Supervisors Michael Bryant and Paul Hoover
Operations report for June 2024.

Operations Manager Nurge:

Employees and Staffing:

- **Staffing/Supervision** – Beginning on July 1, 2024, the District was required to comply with a new law, SB 553, requiring that the organization have a Workplace Violence Prevention Plan. The District plan includes staff training and the adoption of a Violent Incident Log/Form made available to staff through Google Docs.
- **Recruitment**- CCHD received two Reserve Paramedic applications. Currently, shifts are being filled. However we anticipate there will likely be a need to hire Reserve Paramedics in August.
- **Training**: Nothing to report for June.

Computer IT: No current issues to report.

Outreach – Manager Nurge has contacted local community groups regarding the opportunity for CPR/AED presentations and is awaiting responses. District crew members are scheduled to teach hands-on CPR at the Cambria Farmers Market on Friday, July 12th and August 9th from 2:30-3:30 PM.

Other – Manager Nurge completed an update of the Key Performance Indicator report metrics (See Agenda item 2). The KPI report shows performance in line with the national average. Note: A Supervisor reviews patient care reports on a daily basis, and any notable lapses in patient care are addressed with the assigned first responder.

Supervisor Bryant:

Transport Activity Report:

- Compared to June 2023, there was a decrease of 52 incidents and an increase of 20 transports.
 - This decrease in incidents is attributed to San Luis Ambulance adding Medic-32, reducing "move up and cover" requests into their service area.

Response Times and Delays:

- 98.1% of calls in June 2024 were responded to within 10 minutes. One call was over the 10-minute response time.
 - One call was delayed by 4 minutes due to the crew staging for law enforcement.
- 100% of rural calls in June 2024 were responded to within 30 minutes.

Equipment/ Medications:

- Expired supplies and medications have been replaced.
- Supply room and ambulances are fully stocked.

San Luis Ambulance (SLA) Transports/Coverage:

- SLA responded to 1 (Code 3) call within the CCHD service area.
- SLA was dispatched to "move up and cover" Cambria 12 times (Code 8) totaling **13 hours and 41 minutes of coverage**.
- CCHD crews responded to 7 (Code 3) and 2 (Code 2) calls within the SLA service area.
- CCHD was dispatched to "move up and cover" the SLA service area 32 times (Code 8) totaling **9 hours and 41 minutes of coverage**.
 - ❖ Code 3 Call - Emergency call that requires the use of lights and sirens to respond
 - ❖ Code 2 Call - Emergency call that does not require the use of lights and sirens to respond
 - ❖ Code 8 Call - Ambulance is staged (parked) between 2 response areas

Monterey County Calls:

- CCHD responded to 1 call in Monterey County in June 2024. This represents an increase of 0 calls compared to June 2023.
- CCHD remains the only ALS agency covering the southern coastal area of Monterey County.

- District staff are actively monitoring Caltrans updates regarding the Highway 1 closure, which is currently projected to fully reopen in late Fall of 2024.
- Paul's Slide has reopened, extending the District's response area up to Vincente Creek, approximately 50 miles north of Cambria

SLO County Emergency Medical Services Authority (EMSA):

- There were policy updates from the EMSA in June, including Radio Communications and Airway Management/Cardiac Arrest protocols. Changes were communicated at the June employee meeting, posted on the station bulletin board, and emailed to all crew members.
 - **Radio Communications:** "Upon dispatch, EMS transport personnel shall immediately monitor the fire command/tactical frequencies as assigned by dispatch."
 - **Airway Management/Cardiac Arrest Revisions:** The EMSA "has revised protocols that include SGA/ETI and Cardiac arrest protocols and procedures to reduce confusion and maximize efficiency."

Supervisor Hoover:

Ambulance Unit Performance/Maintenance:

- Unit-18 - The 9th injector was replaced.
- Unit-22 – An A/C leak was repaired and a service bulletin addressed by the Ford Dealer. The repairs were covered under warranty.
- Unit-20 - A 100,000-mile routine service appointment was scheduled.
- A service call was scheduled with Stryker for gurney systems in Unit-22 and Unit-18.

Equipment/ Medications:

- All units are stocked with required medication and supplies.
- Submitted #205 form with SLO EMSA to request an additional three-month extension for use of Versed 10mg/2ml currently in stock, this request was approved.
- Submitted 2nd quarter Controlled Substance Report with SLO EMSA.

Facility/Station Repairs:

- A leak was repaired and drywall patching completed in crew shower.
- The new flooring installed in the hallway is delaminating in multiple spots. The installer has been contacted and will repair the identified area.
- The administrative office has had an increase in mice due to facility cracks and holes in outside walls. The pest control company recommended a temporary fix to fill exterior cracks with an expanding foam. The repair is complete.

DISTRICT ACTIVITY REPORT PAGE 1

06/01/2024 through 06/30/2024

Incident Totals				Transport Totals			
	2024	2023	Change		2024	2023	Change
Dry Runs - w/Treatment	15	15	0	Local Patients	41	25	16
Dry Runs - CX Enroute	13	30	-17	Non-Local Patients	19	15	4
Total Dry Runs	28	45	-17	Total Patients	60	40	20
Stand-bys	32	83	-51	Medical Transports	56	38	18
Public Assists/Relations	0	5	-5	Trauma Transports	3	2	1
Walk-in Public Relations	1	1	0	Traffic Accidents	0	0	0
Total Incidents	122	174	-52	Total Transports	60	40	20

Hospital Destinations

	2024	2023	Change
French	25	12	13
Sierra Vista	33	24	9
Twin Cities	1	4	-3
Rendezvous w/Heli	0	0	0
Facility Not-Listed	1	0	1
Trauma Center (Sierra Vista)	8	5	3
STEMI Center (French)	0	0	0

Monterey County Responses

	2024	2023	Change
Medical Transports	0	1	-1
Trauma Transports	0	0	0
Dry Runs	1	0	1
Stand-bys	0	0	0
Total Incidents	1	1	0

**Year-to-Date Comparison
Ambulance Response Statistics
From January 2024 to June 30 2024**

	2024	2023	Change
Total Responses	668	1027	-359
Patients Transported	290	296	-6
Total Dry Runs	152	218	-66
Dry Runs - w/Treatment	71	85	-14
Dry Runs - CX Enroute	80	133	-53
Stand-bys	220	499	-279
Total Monterey County Incidents	9	4	5

DISTRICT ACTIVITY REPORT PAGE 2
06/01/2024 through 06/30/2024

San Luis Ambulance Activity

Code 8	=	12	
Code 11	=	0	
Code 2 calls	=	0	} (calls into CCHD response area)
Code 3 calls	=	1	
Total time SLAS covered CCHD area = 13 hrs 41 mins			

Cambria Community Healthcare District Activity

Total time CCHD committed to other incidents (Month) = 112 hrs 0 mins			
Code 8	=	32	
Code 11	=	0	
Code 2 calls	=	2	} (calls into SLAS response area)
Code 3 calls	=	7	
Total time CCHD covered SLAS area = 9 hrs 41 mins			

Definitions:

Code 8 : Cover two areas

Example: -Code 8 Villa Creek means covering Morro Bay response area and Cambria response area

 -Code 8 Hwy 46 Summit means covering Cambria response area and covering North County response area (i.e. Paso Robles, Templeton, Atascadero and outlying areas)

Code 11 : Covering one area

Example: -Code 11 Morro Bay means we are now only covering the Morro Bay response area (i.e. Cayucos, Morro Bay, Los Osos)

Code 2 : Non-Emergency Call

Code 3 : Emergency Call

Time-On-Task : TOT Refers to the amount of time committed to a call or task, more specifically, this is the amount of time a unit is unavailable to respond to a call in the District's response area only. Units may still be available for calls outside the District's response area during TOT periods depending on SLO County needs for mutual aid.



**Administrator/Finance Report
Board of Directors Meeting
July 25, 2024**

Staff Report: Linda Hendy, Administrator/Finance

Finance:

Reporting financial performance for June and the year-to-date fiscal year 2023/2024.

Income Statement:

June 2024 Monthly/Year-To-Date vs Budget

○ **Income:**

- June net ambulance billing of \$95,108 was favorable to budget in the amount of \$7,724.
 - Ambulance transport activity was 60 vs 50 budgeted.

The District received general and special taxes in the amount of \$9,818. Year-to-date tax receipts are unfavorable to the budget in the amount of \$10,381. The District anticipates a tax revenue report from the County of San Luis Obispo with an update on accrued taxes for June 2024. This account will be adjusted when received.

- Other Income: One transport was provided to Monterey County in June. The discontinued GEMT reimbursement program reflects an unfavorable variance of \$47,198. The District enrolled in the new GEMT-PP program during this fiscal year. The increased reimbursement rate is reflected in the line-item Ambulance Revenue.

○ **Expense:** Total expenses in June were \$13,215 favorable to budget.

- Payroll Expenses: In June payroll expenses were favorable to budget in the amount of \$10,983.
- Operating Expenses: June operating expenses were favorable to budget in the amount of \$5,950. Due to ongoing computer issues, a new hard drive was replaced for the Office Manager workstation.
- Fleet Expenses: June expenses were favorable to budget in the amount of \$3,884. Due to a malfunction the gurney and lift system in Unit 18 required repairs. Unit 20's gurney received routine maintenance while the technician was on site.
- Other Expenses: June expenses were unfavorable to budget in the amount of \$3,718. The District participates in the PP-GEMT program with a current cost-shared expense unfavorable to budget, year-to-date in the amount of \$35,096

○ **Net Income:** The June financials reflect an unfavorable net income vs budget for the month in the amount of \$37,035 and a favorable year-to-date net income versus budget in the amount of \$134,187. Closing of the fiscal year 2023-2024 and June financials will be updated during the audit process.

Other Business:

- Attended the SDRMA webinar "Workplace Violence Prevention Plans"
- Hosted Facility Open House
- Attended Adventist Health roundtable with Community Leaders
- The Department of Health and Human Services Department is conducting a GEMT program audit. Office Manager Rathbun is submitting requested documents for FY2018-19, FY2019-20, and FY2020-21.

Cambria Community Healthcare District
Summary of Revenues and Expenses
JUNE 2024, and Year-To-Date JULY-JUNE 2023/2024

Draft until final audit is performed

	June Actual	June Budget	Variance	July - June YTD Actual	July - June YTD Budget	Variance
<u>Ambulance Revenue</u>						
Ambulance Billings	369,353	349,527	19,826	3,621,195	3,884,181	(262,987)
Prior Year Income	-	-	-	607	-	607
Total Ambulance Income	369,353	349,527	19,826	3,621,802	3,884,181	(262,379)
Insurance Adjustments/Contra	(274,245)	(262,143)	(12,102)	(2,663,788)	(2,909,386)	245,598
Sent to Collections	-	-	-	(18,165)	(56,000)	37,835
Bad Debt	-	-	-	(6,784)	(24,000)	17,216
Ambulance Income	95,108	87,384	7,724	933,065	894,795	38,270
<u>Tax Income</u>						
General Tax	5,016	64,309	(59,293)	655,123	643,309	11,814
Special Assessment Tax	4,803	-	4,803	627,964	650,160	(22,196)
Total Tax Income	9,818	64,309	(54,491)	1,283,088	1,293,469	(10,381)
<u>Other Income</u>						
Monterey Contract	2,000	4,000	(2,000)	46,000	46,000	-
Rental Income	300	-	300	1,200	1,200	-
Misc. Income	90	1,100	(1,010)	16,172	6,000	10,172
GEMT Reimbursement	-	-	-	2,802	50,000	(47,198)
Bad Debt Recovery	-	700	(700)	2,866	8,000	(5,134)
Grant Income	-	-	-	-	-	-
Interest Income	27	100	(73)	2,326	1,350	976
Donations	-	-	-	-	-	-
Donations -Amb. Procurement	-	-	-	-	-	-
Total Other Income	2,417	5,900	(3,483)	71,365	112,550	(41,185)
Total Income	107,343	157,593	(50,250)	2,287,517	2,300,814	(13,297)
<u>Payroll Expenses</u>						
Administration	15,296	23,882	8,586	216,424	286,582	70,158
Full Time Employees	57,399	65,135	7,736	671,802	781,624	109,822
Part Time Employees	22,763	11,393	(11,370)	238,306	136,715	(101,591)
Payroll Tax Expense	4,814	5,788	975	42,461	69,460	26,999
Employee Medical/Dental	16,938	18,000	1,062	191,263	204,000	12,737
PERS Pension Expense	7,000	10,833	3,833	115,422	130,000	14,578
PERS - Unfunded Liability	12,756	12,923	167	165,847	155,076	(10,771)
Uniforms	362	750	388	4,043	9,000	4,957
Workers Comp. Insurance	-	-	-	50,350	53,432	3,082
Retiree Health	8,695	8,300	(395)	99,012	95,400	(3,612)
Total Payroll Expense	146,022	157,005	10,983	1,794,930	1,921,289	126,359
<u>Operating Expenses</u>						
Contacted Services	-	-	-	-	-	-
Audit Fees	-	-	-	7,000	30,500	23,500
Billing Services	614	700	86	7,284	8,400	1,116
Other	-	450	450	3,300	14,500	11,200
Payroll Services	259	600	341	5,594	7,400	1,806
Total Contracted Services	873	1,750	877	23,178	60,800	37,622
Dues and Subscriptions	200	200	-	11,488	19,500	8,012
Education/Travel/Mileage	71	350	279	4,260	4,000	(260)
Facility Maintenance	777	1,000	223	51,059	50,000	(1,059)
Legal	100	1,000	900	18,209	12,000	(6,209)
Liability Insurance	-	-	-	44,334	46,839	2,505
License/Permits	333	500	167	10,617	6,000	(4,617)
Office and Computer Supplies	1,535	1,225	(310)	21,316	15,000	(6,316)
Storage	-	-	-	960	960	-
Training	219	250	31	4,281	3,000	(1,281)
Utilities	2,200	2,100	(100)	32,005	25,000	(7,005)
Total Operating Expenses	6,309	8,375	2,066	221,707	243,099	21,392

Cambria Community Healthcare District
Summary of Revenues and Expenses
JUNE 2024, and Year-To-Date JULY-JUNE 2023/2024

Draft until final audit is performed

	June Actual	June Budget	Variance	July - June YTD Actual	July - June YTD Budget	Variance
Fleet Expenses:						
Communication Equipment	-	-	-	1,089	1,000	(89)
Fuel	3,046	3,500	454	29,137	42,000	12,863
Unit - 18	966	500	(466)	9,149	6,000	(3,149)
Unit - 20	380	250	(130)	598	4,000	3,402
Unit - 21	-	-	-	2,909	2,000	(909)
Unit - 22	-	-	-	3,445	3,500	55
Interest Expense	52	-	(52)	706	1,064	358
Medical Supplies/Equipment	922	5,000	4,078	55,337	60,000	4,663
Total Fleet Expenses	5,366	9,250	3,884	102,372	119,564	17,192
Total Operating Expenses	11,675	17,625	5,950	324,079	362,663	38,584
Other Expenses						
Bank and Credit Card Charges	353	300	(53)	3,420	3,500	80
Bond Expense	480	2,500	2,020	22,106	39,100	16,994
Contingency/Outreach/Public Ed.	277	400	123	21,328	16,700	(4,628)
Equipment	-	-	-	-	-	-
Miscellaneous	-	300	300	1,194	3,600	2,406
PP-GEMT Fee	9,121	3,000	(6,121)	50,096	15,000	(35,096)
Sales Tax	107	120	13	1,286	1,400	114
Total Other Expenses	10,338	6,620	(3,718)	99,430	79,300	(20,130)
Total Expenses	168,035	181,250	13,215	2,218,439	2,363,252	144,813
Net Operating Income	(60,692)	(23,657)	(37,035)	69,078	(62,438)	131,515
Other Income/Expense						
Grant /Equipment Procurement	-	-	-	58,472	55,800	2,672
Covid Relief	-	-	-	-	-	-
Total Other Income	-	-	-	58,472	55,800	2,672
Net Income	(60,692)	(23,657)	(37,035)	127,549	(6,638)	134,187

Cambria Community Healthcare District Monthly Banking Financial Report

JUNE 2024

Pacific Premier Bank Operating Account

Beginning Balance	\$	233,164.21
Income		83,963.13
Tax Income		
Less Checking Expenses		(170,135.54)
Bank Fee(s)		(1.25)
Ending Balance		<u>\$ 146,990.55</u>

Pacific Premier Bank Money Market Account

Reserve Account

Beginning Balance	\$	220,135.15
Transfer from Operating Account		-
Interest		27.07
Ending Balance		<u>\$ 220,162.22</u>

Local Agency Investment Fund Account

Operating Reserves

Beginning Balance	\$	59,178.21
Transfer from Operating Account		-
Interest		-
Ending Balance		<u>\$ 59,178.21</u>

ALL ACCOUNTS TOTAL

\$ 426,330.98

PPB Trust Account

Beginning Balance	\$	50,479.06
Deposit		2.11
Less Checking Expense		-
Bank fee (paper statement)		(2.00)
Withdrawal payables(Qgiv)		-
Ending Balance		<u>\$ 50,479.17</u>

Accounts Prior Year Total Comparison (Not including Trust Account)

JUNE	2024	\$	426,330.98
JUNE	2023	\$	<u>539,062.27</u>
Difference		\$	(112,731.29)

Cambria Community Healthcare District

Transaction Detail by Account

June 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
11200 PP (5645) Operating					
06/04/2024	Bill Payment (Check)	ACH	PG&E - ending in 816-2	Acct# 3886196816-2	-609.11
06/04/2024	Bill Payment (Check)	ACH	PG&E - #A ending 348-9	Acct# 9976402348-9	-424.04
06/04/2024	Bill Payment (Check)	3334	Antonio Mercado	May yard work & weed abatement	-400.00
06/04/2024	Bill Payment (Check)	3331	Cal-Tec Computers	Invoice# 4641	-360.00
06/04/2024	Bill Payment (Check)	3335	SLO County EMS Agency	Invoices# 697 & 724	-238.00
06/04/2024	Bill Payment (Check)	3332	Mission Country Disposal	Acct# 4130-8101951	-210.83
06/04/2024	Bill Payment (Check)	3326	MEDSTOP Urgent Care	Invoice #25771	-200.00
06/04/2024	Bill Payment (Check)	3333	Streamline	Invoice# 8A432981-0022	-200.00
06/04/2024	Bill Payment (Check)	3328	Coastal Copy	Acct# CC45 Inv# 1110146	-179.86
06/04/2024	Bill Payment (Check)	3327	Graybar Financial Services	Contract# 100-5910031-001	-163.24
06/04/2024	Bill Payment (Check)	3330	Templeton Uniforms, LLC	Invoice# 7063	-158.81
06/04/2024	Bill Payment (Check)	3337	SEIU Local 620	Union dues, Check date 06/05/2024	-139.68
06/04/2024	Bill Payment (Check)	3336	Teresa Hallmark	TB test & belt purchase reimbursement	-99.49
06/04/2024	Bill Payment (Check)	ACH	PG&E - ending 810-8	Acct# 5179258810-8	-61.18
06/04/2024	Bill Payment (Check)	3329	SpectrumVoIP	Acct# 8059278304 Bill# 347679	-21.18
06/04/2024	Bill Payment (Check)	ACH	PG&E - ending 135-3	Acct# 4378486135-3	-11.69
06/04/2024	Expense		EDIS	Bank fee	-15.00
06/05/2024	Check		CalPERS Fiscal Services Division		-75.00
06/05/2024	Expense		Payroll People	Payroll 5/15 to 5/31/24 pay date 6/05/24	-46,316.09
06/05/2024	Expense		California Public Employees Ret. System		-4,945.66
06/05/2024	Expense		California Public Employees Ret. System		-1,175.36
06/05/2024	Expense		California Public Employees Ret. System		-1,089.87
06/06/2024	Bill Payment (Check)	3338	BoundTree Medical	Inv# 85361903	-1,468.59
06/06/2024	Bill Payment (Check)	3340	MP Cloud Technologies	Invoice# 7368	-599.00
06/06/2024	Bill Payment (Check)	3342	Orkin	Acct# 2388 Inv# 440381	-95.00
06/06/2024	Bill Payment (Check)	3339	Cambria Hardware Center	Acct# 205	-37.52
06/06/2024	Bill Payment (Check)	3341	MEDSTOP Urgent Care	Invoice #25803	-25.00
06/07/2024	Expense		CalPERS Fiscal Services Division		-19,500.77
06/11/2024	Expense		WORLDPAY CC	Credit Card Processing Fee	-351.52
06/11/2024	Expense		EDIS	Prepaid employee FSA	-186.30
06/17/2024	Bill Payment (Check)	3351	Danny Takaoka	July 2024 Health premium	-2,395.12
06/17/2024	Bill Payment (Check)	3353	Donald Melendy	July 2024 Health premium	-1,279.72
06/17/2024	Bill Payment (Check)	3357	K. Paul Butterfield	Purchase reimbursement	-21.52
06/17/2024	Bill Payment (Check)	3346	Zoll Medical Corp.	Invoice# 90100903	-2,091.08
06/17/2024	Bill Payment (Check)	3350	Daniel Cariaga	July 2024 Health premium	-1,279.72
06/17/2024	Bill Payment (Check)	3347	Ameritas Life Insurance Corp.	Policy# 58022-00001 and 00002	-1,252.72
06/17/2024	Bill Payment (Check)	3354	Heidi Holmes-Nagy	July 2024 health & Paul's MC premium	-1,199.84
06/17/2024	Bill Payment (Check)	3344	Airgas West	Inv# 5508600410	-897.13
06/17/2024	Bill Payment (Check)	3352	Denise Coddling	July 2024 health premium	-679.53
06/17/2024	Bill Payment (Check)	3355	SEIU Local 620	Union dues, Check date 06/20/2024	-139.68
06/17/2024	Bill Payment (Check)	3349	Adamski Moroski Madden Cumberland & Green	Invoice# 65289	-100.00
06/17/2024	Bill Payment (Check)	3345	Kitzman Water (Culligan)	Acct# 190231	-67.00
06/17/2024	Bill Payment (Check)	3356	BoundTree Medical	Inv# 85367696	-63.90
06/17/2024	Bill Payment (Check)	3348	Linda Hendy	Mileage reimbursement	-42.35
06/17/2024	Bill Payment (Check)	3343	Cambria Auto Supply	Acct# 7299 Inv# 121716	-19.29
06/18/2024	Bill Payment (Check)	3358	West America Bank	526 000 0303-32-0409 526-01261	-5,035.12
06/18/2024	Bill Payment (Check)	ACH	WEX Bank -	Invoice # 92521792	-2,683.83
06/20/2024	Check		CalPERS Fiscal Services Division		-75.00
06/20/2024	Expense		Payroll People	Payroll 5/15 to 5/31/24 pay date 6/05/24	-43,459.77
06/20/2024	Expense		California Public Employees Ret. System		-4,937.87
06/20/2024	Expense		California Public Employees Ret. System		-1,188.74
06/20/2024	Expense		California Public Employees Ret. System		-1,089.87
06/26/2024	Bill Payment (Check)	3366	Robert W Sayers	July 2024 invoices	-1,051.92
06/26/2024	Bill Payment (Check)	3359	BoundTree Medical	Inv# 85371360	-857.92
06/26/2024	Bill Payment (Check)	3362	Charter Communications	Acct# 824510113 0094588	-425.25

Cambria Community Healthcare District

Transaction Detail by Account

June 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
06/26/2024	Bill Payment (Check)	3360	Verizon Wireless	Acct# 271000184-00002	-404.59
06/26/2024	Bill Payment (Check)	3363	Wex Bank	Invoice# 97686150	-362.05
06/26/2024	Bill Payment (Check)	3365	Wells Fargo Vendor Financial Services	Cust# 1051980762	-191.98
06/26/2024	Bill Payment (Check)	3361	Mutual of Omaha	Group ID# G000BZ6W	-168.00
06/26/2024	Bill Payment (Check)	3364	Templeton Uniforms, LLC	Invoice# 7554	-132.45
06/26/2024	Bill Payment (Check)	ACH	FNBO	Acct #s ending in 1532 & 1585	-1,520.66
06/26/2024	Bill Payment (Check)	3367	Simone A. Rathbun	Mileage reimbursement	-28.48
06/26/2024	Expense		CalPERS Fiscal Services Division		-11,231.33
06/26/2024	Expense		CalPERS Fiscal Services Division		-1,247.83
06/26/2024	Expense		CalPERS Fiscal Services Division		-143.33
06/26/2024	Expense		CalPERS Fiscal Services Division		-133.83
06/28/2024	Bill Payment (Check)	ACH	KS StateBank		-3,621.48
06/28/2024	Expense		Pacific Premier Bank		-1.25
Total for 11200 PP (5645) Operating					\$ -170,878.94



CAMBRIA COMMUNITY HEALTHCARE DISTRICT
BOARD AGENDA STAFF REPORT – 01

TO: Board of Directors

FROM: Linda Hendy, Administrator/Finance

DATE: July 25, 2024

AGENDA DESCRIPTION: Cambria Community Healthcare District Board of Directors Biennial Election - request to San Luis Obispo County for consolidation.

RECOMMENDATION: Staff recommends Board approval for resolution 47-24 requesting the consolidation of the District's Governing Board elections with the November 5, 2024, Presidential General Election.

FISCAL IMPACT: The District commits to reimburse the County for services provided and costs incurred to conduct the consolidated election, estimated cost of \$12,000.

DISCUSSION: The Cambria Community Healthcare District is governed by a Board of Directors committed to effectively representing the interests of the District's residents. The regular election of the members of the Board of Directors is scheduled to occur on November 5, 2024, consolidated with the County of San Luis Obispo's general election. It is in the public interest to consolidate these elections as it promotes greater voter participation and reduces the overall cost of the election to the District.

Under California Government Code Section 57375, the District is permitted to request the consolidation of its regular election with the statewide Presidential General Election. Upon approval of such consolidation by the County, the District is obliged to reimburse the county for all costs incurred in conducting the election.

ATTACHMENTS:

1. Resolution 47-24

BOARD ACTION: July 25, 2024 Approve Resolution 47-24

UNANIMOUS: ___

MONTALVO ___ MUMPER ___ FEDOROFF ___ KULESA ___ MILEUR ___



CAMBRIA, CALIFORNIA

July 25, 2024

RESOLUTION 47-24

A RESOLUTION OF THE BOARD OF DIRECTORS OF CAMBRIA COMMUNITY HEALTHCARE DISTRICT, COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA, REQUESTING THE CONSOLIDATION OF THE CAMBRIA COMMUNITY HEALTHCARE DISTRICT GOVERNING BOARD ELECTION WITH THE NOVEMBER 5, 2024, PRESIDENTIAL GENERAL ELECTION

WHEREAS, the Cambria Community Healthcare District (hereinafter “District”) is governed by a Board of Directors committed to effectively representing the interests of the district’s beneficiaries; and

WHEREAS, the regular election of the members of the Board of Directors is scheduled to occur on November 5, 2024; and

WHEREAS, the consolidation of the District governing board election with the County of San Luis Obispo’s general election is in the public interest as it promotes greater voter participation and reduces the overall cost of the election; and

WHEREAS, pursuant to California Government Code Section 57375 and following, the District is permitted to request the consolidation of its regular election with the statewide Presidential General Election; and

WHEREAS pursuant to California Elections Code Section 10400, upon approval of such consolidation by the County, the District is obliged to reimburse the County for all costs incurred in conducting the consolidated election, thereby assuming financial responsibility for the related expenditures.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Cambria Community Healthcare District, County of San Luis Obispo, as follows:

1. **Election Consolidation:** The Board hereby requests the consolidation of its upcoming governing board election with the general election conducted by the County of San Luis Obispo on November 5, 2024, pursuant to California Government Code Section 57375 and California Elections Code Section 10400.
2. **Reimbursement of Costs:** The District commits to reimburse the County fully for all services provided and costs incurred in the conduct of the consolidated election, as mandated by California Elections Code Section 10400. This includes, but is not limited to, all direct and indirect expenses such as staffing, equipment, materials, and overhead costs.

Passed and adopted by the Board of Directors of Cambria Community Healthcare District, County of San Luis Obispo, State of California, at a regular meeting thereof held on the 25th day of July, 2024, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

THE FOREGOING RESOLUTION is hereby adopted.

Cecilia Montalvo, President

Attest: _____
Igor Fedoroff, District Secretary

CERTIFICATE OF SECRETARY

I, Igor Fedoroff, Secretary of the Board of Directors of Cambria Community Healthcare District, hereby certify that the above is a true and correct copy of Resolution No 47-24 passed and adopted by the Board at a meeting held on July 25, 2024.



CAMBRIA COMMUNITY HEALTHCARE DISTRICT BOARD AGENDA STAFF REPORT – 02

TO: Board of Directors

From: Tim Nurge, Operations Manager

DATE: July 25, 2024

AGENDA DESCRIPTION: Key Performance Indicators Biannual Report

RECOMMENDATION: Review Key Performance Indicators (KPI) for January – June 30, 2024.

FISCAL IMPACT: None

DISCUSSION: The operations department provides a monthly report to the Board of Directors, reviewing incident totals, transport totals, and hospital destinations. In addition to the monthly reports, the Board of Directors has requested to review the District's emergency first responder Key Performance Indicators related to quality, including identified metrics, objectives, success rate, notes, and current status of procedures.

The attached report is based on a biannual period, January – June 2024, vs full calendar year 2023. Two new metrics have been added for 2024.

- **Specialty Care Trauma: On-Scene Time** This metric follows the recommended on-scene time for trauma patients which is 10-20 minutes to transport. As of June 30, 2024, the emergency ambulance crews received a 74% success rate in meeting on-scene times for trauma patients. There are many circumstances where extrication and scene management play a role in this on-scene time.
- **Specialty Care: Cardiac Arrest- Return of Spontaneous Circulation (ROSC)** This metric measures the number of patients who received ALS Cardiac Arrest care and achieved ROSC. Currently, the national average is 10%.

The biannual KPI report indicates a level of performance by the District's first responders, with the exception of two metrics; 1. The successful placement of IV is currently at 76%, the County average is 80%, and this is being monitored. 2. Report Writing Compliance is currently 75% this will be addressed with staff with the goal of achieving a higher percentage of success.

ATTACHMENT: Attachment 1- Key Performance Indicator Report January – June 30, 2024.

BOARD ACTION: None

Date of Vote:

UNANIMOUS: __

MONTALVO__ MILEUR__ FEDOROFF__ MUMPER__ KULESA__

Cambria Community Healthcare District Key Performance Indicators Biannual Jan-June 2024 vs Calendar Year 2023

Metric	Objective	Jan-June 2024	2023	Success Rate 2024/2023	Notes	Status
Report Writing Compliance	Per SLOEMSA Policy #124, EMS Reports shall be written and submitted within 2 hours after clearing the incident/hospital.	339-Submitted on Time/453- Total	517	75% / 72.6%	Policy revision requiring new submission timeframe effective 7/1/23. Review begins on that date.	
Placement of IVs	IV Placed successfully on each attempt	66-Unsuccessful/207- Successful/273 Total	726	76% / 76%	IV Success rate compared to 82.7% County success rate.	
Advanced Airway Placement	Placement of Endotracheal tubes and Supraglottic Airways	0-Unsuccessful/2 Successful/2 Total	4	100% / 50%	Use of Advanced airways (ETI and SGA) is currently low due to patient volume and use of BLS airways instead. A bulletin from SLOEMSA was recently received encouraging more use of Advanced Airways. This metric is projected to be higher next year.	
12 Lead EKG Assessment with chest pain	Diagnostic procedure completed in the field to assess for possible heart attack. Shall be done on all suspected cardiac chest pain patients per SLOEMSA Procedure #707.	36- 12 Lead Performed/ 38 Total	57	CP-Suspected Cardiac 100% CP- Not Cardiac- 90% / 2023- 98.2%	Metric Count is based on successful 12 lead performed on Chest Pain patients with a provider impression of "Chest Pain-Suspected Cardiac, or Chest Pain- Not Cardiac). Chest Pain-Not Cardiac may have justification for not performing 12 Lead EKG based on age, social circumstances, or trauma	
Specialty Care: STEMI	Specialty Care System metrics for STEMIs (heart attacks). This metric measures number of patients and 12 Lead EKG accurate recognition/treatment given.	2-STEMI EKG/2- STEMI ALERT	5	100% / 100%	Accurate treatment includes early and serial 12 Lead ECGs, appropriate medication administration, and appropriate Call In to the hospital (STEMI ALERT)	
Specialty Care: Trauma	Specialty Care System metrics for Trauma Alerts/Consultations. This metric measures number of patients and accurate categorization/treatment given.	30 Trauma Consult or Alert/ 30 Appropriate Destination/Treatment	67	100% / 92.5%	Accurate treatment includes proper trauma categorization, appropriate treatments. .	
Specialty Care: Stroke	Specialty Care System metrics for Stroke Alerts. This metric measures number of patients and accurate recognition/treatment given.	21/21	25	100% / 100%	Accurate treatment includes proper recognition of stroke criteria, obtaining blood glucose and 12 lead, and expedited on transport with last known normal < 6 hours.	
Specialty Care: Cardiac Arrest	Specialty Care System metrics for Cardiac Arrests. This metric measures number of patients who suffered Cardiac Arrest and accurate treatment/decisions were made.	4/4	13	100% / 100%	Accurate treatment includes quick recognition/CPR initiation, appropriate medications/procedures rendered, proper recognition of obvious death, and appropriate transport and termination decisions.	
Specialty Care Trauma: On Scene Time	The recommended on scene time for trauma patients is 10-20 minutes to transport.	10 to 20 Minutes- 22/20+ Minutes- 8/ Total-30	13	74%/No data	Certain situations may require extrication or patient reluctant to transport which may extend on scene time	
Specialty Care: Cardiac Arrest-Return of Spontaneous Circulation	Specialty Care System Metrics for Cardiac Arrests. The number of patients who received ALS Cardiac Arrest Care and achieved Return of Spontaneous Circulation and were transported to the correct hospital.	1-ROSC, 3-Working Cardiac Arrests		33%/No data	Accurate treatment includes quick recognition/CPR initiation, appropriate medications/procedures rendered,proper appropriate transport destinations.	



**CAMBRIA COMMUNITY HEALTHCARE DISTRICT
BOARD STAFF REPORT – 03**

TO: Board of Directors
FROM: Cecilia Montalvo, Board President
Linda Hendy Administrator/Finance
DATE: July 25, 2024

AGENDA DESCRIPTION: Strategic Plan Update 2024

RECOMMENDATION: Receive, consider and discuss

FISCAL IMPACT: None at this time.

DISCUSSION: On July 25, 2023, the Board of Directors adopted a revised strategic plan for Cambria Community Healthcare District. A tactical implementation plan was also developed identifying objectives, strategies to deploy, and assigned responsibilities.

The Board of Directors and staff have made great strides toward the strategic plan goals, guided by the District's mission:

To improve the health of District residents and visitors by providing emergency services, promoting wellness, and advocating for improved access to care.

The attachment provides an update on progress in the achievement of various items in the strategic plan.

ATTACHMENT: 1. Strategic Plan Update July 2024

BOARD ACTION: None

UNANIMOUS: __

MONTALVO__ MILEUR__ FEDOROFF__ MUMPER__ KULESA__

Cambria Community Healthcare District Strategic Planning



• July 25, 2023

Year One Update
July 2024

MISSION STATEMENT:

To improve the health of District residents and visitors by providing emergency services, promoting wellness, and advocating for improved access to care.



What does success look like?
“What” are we trying to do?

Emergency Services

- Delivering the highest possible level of service as measured by:
 - Response times
 - Robust capabilities
 - Quality of care onsite and in-transit
- Collaborating with other local agencies to meet the EMS needs of District residents and visitors

What strategies will we need to deploy?
“How” are we going to succeed?

Emergency Services

- Maintain response time at or less than 10 minutes
- Maintain robust capabilities (personnel and equipment) by (1) identifying and filling gaps in personnel training, and (2) ensuring that the CCHD capital plan includes modern equipment
- Deliver high-quality care onsite and in transit by adhering to established protocols, measuring performance against quality standards, and soliciting feedback from local hospitals
- Develop modern facilities in compliance with standards set for essential services

One Year Later, How are we doing?
July 2024

Emergency Services

- ✓ **Maintain Response Time < 10 minutes 90% of calls or greater. Achieved.**
- ✓ **Fill Gaps in Personnel Training: District is fully staffed. 5 Medics completed Advanced Cardiac Life Support and Pediatric Advanced Life Support certification.**
- ✓ **Meet Modern Equipment Needs and fulfill the Need for a Modernized Facility: Purchased Unit 22 a Type III Ambulance and Unit 23 is in production. Secured 1 million in Federal Funding, Placed ballot measure C-24 for facility replacement**
- ✓ **Report and Improve Quality Metrics Provide KPI reports every 6 months to the Board of Directors. Good performance in all but 2 metrics**

What does success look like?

“What” are we trying to do?

Advocating for Access to Care

- Advocating for access to services to meet basic medical needs locally, if possible
 - Primary care
 - After hours/urgent care
 - Ancillary services (e.g., lab testing)
 - Behavioral health and substance abuse
- Partnering with other organizations and agencies to meet these needs

What strategies will we need to deploy?

“How” are we going to succeed?

Access to Care

- Advocate for and partner with others to create better access to needed services.
- Complete community survey and review SJO County community needs assessment to identify high-priority needs including primary care, ancillary care (e.g., lab) chronic disease management, behavioral health, and wellness

One Year Later, How are we doing?

July 2024

Access to Care

- ✓ **Complete Community Survey and Identify Priority Needs (e.g., Primary Care, Lab, Chronic Disease Management, Behavioral Health and Wellness)**
Successfully completed Community Survey in the Cambria and San Simeon communities.
- ✓ **Advocate for and Partner with Others to Improve Access to Care in these Areas**
Held meeting with Adventist Health to discuss service expansion. Follow up scheduled. Planned meeting with Sutter Health.

What does success look like?
“What” are we trying to do?

Wellness Promotion

- Facilitate educational opportunities aligned with key components of the SLO County Public Health Department Community Health Improvement plan:
 - Access to Care
 - Social Determinants of Health
 - Maternal, Child and Adolescent Health
 - Infectious Disease
 - Chronic disease & Health Behaviors
 - Injuries
 - Social and Emotional Wellness
 - Environment

What strategies will we need to deploy?
“How” are we going to succeed?

Wellness Promotion

- In partnership with the SLO County Department of Public Health and local community organizations, organize and facilitate educational opportunities including virtual or in-person group classes, workshops, and guest speakers to address the components of the SLO County Community Health Improvement plan:
- Develop a resource guide to better inform local residents of available services

One Year Later, How are we doing?
July 2024

Wellness Promotion

- ✓ **Partner with County and others to facilitate educational opportunities to address components of the SLO County Community Health Improvement Plan**
“Minutes Matter” Campaign
Published Wellness Articles and hosted workshops with special guest speakers.
Produced STROKE Warning magnets
- ✓ **Develop a Resource Guide to Better Inform Residents of Available Services**
Produced over 6,000 copies of the Resource Guide in English and Spanish. Guides were mailed to residents and hand-delivered to local businesses, churches, and community clubs.

Tactical Implementation: One Year Later, How are we doing? July 2024

Support Employees

- ✓ Recruit and Retain
- ✓ Provide Feedback and Continuous Education
- ✓ Offer Competitive Compensation and Benefits
- ✓ Provide Safe and Comfortable Facilities

Financial Stewardship

- ✓ Complete Budget and Audit in a timely manner
- ✓ Achieve budgeted performance
- ✓ Maintain a Prudent Level of Financial Reserves and Effective Financial Controls
- ✓ Pursue all Grant and philanthropic Opportunities



Strategic Planning is Continuous

