



**NORTHERN CALIFORNIA EMS, INC.**

930 Executive Way Suite 150, Redding, CA 96002-0635  
Phone: (530) 229-3979 Fax: (530) 229-3984

**BOARD OF DIRECTORS' MEETING  
GENERAL SESSION MINUTES  
Thursday, September 10, 2020**

Board Members Attending via TEAMS

Kevin Kramer  
Christi Myers  
Jeff Hemphill  
Ned Coe  
Kevin Goss  
Lee Adams

Board Chair  
Member-at-Large  
Supervisor Representative  
Supervisor Representative  
Supervisor Representative  
Supervisor Representative

Board Member Attending in Person

Bobbi Chadwick

Supervisor Representative

Staff Attending

Donna Stone  
Dan Spiess  
Dr. Jeffrey Kepple  
Bill Bogenreif

Chief Executive Officer  
Medical Director  
Director Info. Technology

1. CONVENE MEETING

The meeting was convened at 11:35 by Chairman Kevin Kramer.

2. MINUTES OF JULY 9, 2020 GENERAL SESSION

It was moved, second and carried (Adams/Myers) to approve the minutes as submitted.  
Ned Coe abstained as he was not at the meeting.

3. RATIFY ACTIONS TAKEN IN EXECUTIVE SESSION

There were no executive actions to ratify.

4. PUBLIC COMMENT

There was no public comment.

5. GENERAL FUND

A. FY 2019-2020 General Fund

Donna referenced the end of year preliminary report in the Board packet. She stated that there was still some income to report including the Field Bridge line item and Certification.

On the Expense side Donna stated that certain line items show an average. These items included adding the cyber insurance which was a requirement of the HIE Project and certain materials and supplies that included the purchase of two computers. She also reported that there were two audits that overlapped the same period resulting in the contractual line item to be higher. Memberships, subscriptions, and legal cost overages had been discussed at a prior Board Meeting.

B. FY 2020-2021 General Fund

Donna reported that the state 25% advance should be received soon, an amount of \$71,778.

There was a brief discussion regarding obtaining COVID relief funding and forgivable loans.

6. BOARD TERMS

Kevin reported that he is planning to reduce his work week at the hospital to three days a week to devote time to the family ranch and would be resigning his Board position after the November meeting. He suggested a hospital representative from a different county should be considered.

Donna added that the terms for Kevin, Bobbi Chadwick and Christi Myers were to terminate at the end of the year.

There was discussion about Kevin's Hospital representative position and that the Nor-Cal EMS By Laws state that the Hospital Council is to make the nomination to the Nor-Cal EMS Board of Directors. Kevin provided the name of the contact at the Council.

7. PROJECT POSSIBILITIES

Dan reported on a possible Office of Traffic Safety Project. He stated that the project would be designed to improve the care for patients, assist providers in providing that care and do this in a way that meets the objectives of the Office of Traffic Safety. In addition, he said that the financial benefits to the agency will be the result of putting together a project that meets these objectives.

He went on to say that so far, he is reviewing the 84-page OTS Grant Program Manual along with reviewing the OTS website. He stated that they will fund EMS related projects. They list specifically funding extrication equipment.

Dan went on to say that in addition to their emphasis on extrication equipment we could also propose training that would impact some of the other areas of interest of OTS. These areas would be the reduction of alcohol related deaths and disability, distracted drivers related death and disability, drug related deaths and disability and pedestrian and bicyclists' disabilities.

Some very preliminary ideas so far include surveying provider agencies and determine the need for extrication equipment and training and expanding the Stop the Bleed Program.

Dan stated that we can get more ideas from our clinical staff and Directors and can survey providers when we have more direction.

He said that we will want to discuss our ideas with OTS staff before developing a proposal. We want to know going in that what we are proposing lines up with OTS current interests.

Dan also reported that OTS will not directly fund a 501(c) (3) such as Nor-Cal EMS but they will fund a governmental entity that can contract with a 501(c) (3). They have worked with us in the past to do this.

Dan further said that Nor-Cal EMS has been a good customer of OTS. They have funded several ambulances through us, they funded the initial two years of the Northstate Conference that we continued for 15 years and they funded through us the development of the EMS Foundation that distributed in excess of 3 million dollars in equipment and training in its 10 years of existence.

Proposals are due January 30 with funding beginning the following October 1.

Dan said that if things go well that the Board would be asked to approve a project at the November meeting.

Donna reported that she was looking at possible COVID relief and especially at conference assistance. There was discussion of the amount of COVID relief and possible limit on interest rates. Supervisor Coe questioned how to vote on the grant or loan. Donna cited the Bylaws stating that a vote can be taken in a special meeting when each member can hear one another.

It was moved, second and carried (Coe/Goss) to authorize Donna to seek grant opportunities for COVID relief with the stipulation that loan relief would come back to the Board for approval.

## 8. REPORTS

### A. HPP - Hospital Preparedness Project

Patti Garrison prepared an HPP report for the Board but was unable to attend. Donna read the report as follows:

Region 3 HID (High Infectious Disease) Plan has been distributed to the HPP group. It has been put on our website and will be distributed to the rest of the region soon.

CDPH has announced that they no longer need to approve sub-contracts. This means that the HPP contracts between the counties and Nor-Cal EMS do not need to go to the state for additional approval.

We received notification that the workplans are being reviewed.

We have received contracts back from Modoc, Sierra, and Trinity for the COVID portion of HPP.

We have received contracts back from Modoc for the HPP main portion of the project. We are expecting Trinity and Sierra soon.

Plumas and Lassen contracts are currently pending.

Stop the Bleed training has taken place in Trinity and Modoc counties. As soon as the equipment is delivered to Lassen, Plumas and Sierra counties, training dates will be set for those counties.

#### B. HIE – Health Information Exchange Project

Dan reported on the HIE Project saying that it is also referred to as the Search, Alert, File and Reconcile Project or SAFR Project. He went on to say that the project is designed to permit the ambulance crew to communicate with the receiving hospital providing a patient name, the hospital then through a linkage to a large database would provide the medics with the patient's medical history such as medications and prior conditions, then the care provided by the medics and the hospital personnel would be made a part of the patient's record and then when the patient is discharged the discharge diagnosis is provided back to the ambulance crew for purposes of quality improvement.

Dan also reported that the HIE Advisory Committee met last week with eleven individuals in attendance on a conference call. It was reported that at the meeting there was a review of the participating hospitals and ambulance companies. The group also determined the five patient conditions that would be examined, those being trauma, heart attack/STEMI, stroke, sepsis, and diabetic emergencies. There was also discussion regarding the protocols of Nor-Cal EMS and Sierra-Sacramento Valley EMS, the two LEMSAs in the project (There are seven projects statewide). The conclusion was that while the protocols are not identical, they are close to being identical.

As reported before, the project had a slow start due to delays in obtaining contract signatures and while the project is projected to end in September 2021 there is some hope that it can be extended without additional funding.

Bill reported that progress continues on the analysis phase of the HIE project - that is, the determination of the ways metrics might be used to meet the HIE requirements. Research has been started to determine if and how protocols used in the field are documented in ePCRs and how accessible this information is to analytical reports. Research is also being done on how outcomes are documented and the values that are stored. This effort is to help determine how we might be able to analytically compare outcome results with primary and secondary impressions, chief complaints, triage, and the procedures used in the field.

Dr. Kevin Dorsey-Tyler provided some excellent thoughts about value sets and triage which the HIE Advisory Committee will be reviewing. Lyman Dennis said about the comments "It will drive toward better care for seriously at-risk patients."

Another area of progress is the development of the report formats for the SAFR reporting. For each area of SAFR there is a compilation of metrics report required. These reports and the metrics will be looked at more closely at the next HIE Advisory Committee meeting.

#### C. Medical Director Reports

Dr. Kepple began by reporting on the new staff saying that three individuals are filling a one full time position. He stated that he is pleased with the good communication among the staff and much of this is attributed to classic loop closure mentality. He went on to say it is a pleasure working with the staff.

Dr. Kepple further reported that policies are being looked at closely and while some policies had overlapped, they are being condensed and are now easier to use.

9. ADJOURN

The meeting was adjourned at 11:31.

The next Board Meeting is scheduled for Thursday, November 12, 2020