



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 Wednesday, February 19, 2025

Board of Directors via ZOOM

Kevin Goss
Lee Adams
Jill Cox
Ned Coe
Jason Ingram
Brooke Entsminger

Chairman/Plumas County Supervisor
Vice Chair/Sierra County Supervisor
Trinity County Supervisor
Modoc County Supervisor
Lassen County Supervisor
Ambulance Representative

Nor-Cal EMS Staff

Donna Stone
Mark Thomas
Jessica Thompson
Kathy VanDonge
Shauntelle Kelley

Chief Executive Officer
EMS Specialist
EMS Specialist
Administrative Assistant
Accounting-Office Specialist

1. CONVENE MEETING (Goss)
Chairman Kevin Goss convened the General Session meeting at 10:31 am and requested Donna Stone, CEO, to take roll call and make introductions.
2. ADDITIONS TO OR DELETIONS FROM AGENDA (Goss)
There were no additions or deletions from the agenda.
It was moved, second and carried (Ingram/Coe) to approve the agenda as submitted.
There was no Board opposition.
3. MINUTES OF NOVEMBER 25, 2024, GENERAL SESSION (Goss)
It was moved, second and carried (Adams/Coe) to approve the minutes as submitted.
There was no Board opposition.
4. RATIFY ACTIONS TAKEN IN EXECUTIVE SESSION (Goss)
There were no actions taken in the Executive Session
5. PUBLIC COMMENT (Goss)
There were no public comments.
6. FINANCIAL (Stone)
 - A. 2024-2025 General Fund
Donna Stone reviewed the 2024-2025 General Fund Income and Expense Report for the period of July 1, 2024 through December 31, 2024.

It was noted that as of 50% through the fiscal year, 25% of the General Fund allocation was received. Donna reported that the Agency has billed and were expecting the second allocation any day.

Donna reported that on the expense side of the General Fund Budget, Salaries and Wages were showing as 54% had been expensed as of 50% through the fiscal year. It was reported this is due to grant dollar adjustments to salaries and wages, which have yet to be journalized.

Donna also reported that Corporation Insurance and Membership and Subscriptions show a higher percentage spent due to up front costs in those categories.

B. 2023-2024 Financial Audit

Donna reported today she received the final letter on the financial audit. Donna also noted that our current CPA, Don Reynolds, has been working with our new auditor, Rob West, and that the financials will be reviewed with the Finance Committee, then presented at the next Board Meeting.

7. IMAGE TREND (Thomas)

Mark Thomas reported that Alturas Rural Fire Protection District and Sierraville Fire Protection District are now utilizing ImageTrend. It was also noted that ImageTrend is transitioning to a newer version, and that getting prepared for another update will take some work to complete

8. BOARD TERMS OF OFFICE (Stone)

Donna Stone reported to the Board that the modification of terms for Lee Adams had been amended and approved by the Sierra County Board of Supervisors to reflect 2023-2024-2025. The modification will allow for three of the nine Nor-Cal EMS Board representatives to come up to renewal each year.

Donna reported that the Trinity County Board of Supervisors had appointed Supervisor Jill Cox as the Primary and Supervisor Julia Brownfield as the Alternate to the Nor-Cal EMS Board of Directors.

It was moved, second and carried (Coe/Adams) to approve Supervisor Julia Brownfield as the Alternate to the Nor-Cal EMS Board of Directors.

It was moved, second and carried (Coe/Adams) to extend the term for Brooke Entsminger to 2025-2026-2027. There was no Board opposition.

9. CALIFORNIA RURAL EMS FUNDING COALITION (Thompson)

Jessica Thompson reported the last California Rural EMS Funding Coalition Meeting was held on January 22, 2025, where discussions on different propositions in the state and how it will affect EMS Funding were noted. Jessica also stated that Prop 35 will redirect funds to EMS; but funds will only be available for private EMS.

Jessica stated she is working with our connection with CARESTAR and has a meeting to discuss a collaboration

Jessica also noted that EMSAACs legislation group is working on an addition to the Health & Safety Code 1791.5 to add "essential service" in regard to EMS, and that this is currently with the State Assembly Emergency Management Committee.

10. LASSEN COUNTY EXCLUSIVE OPERATING AREA RFP (Stone)

Donna reported that the Lassen County RFP was submitted to the EMS Authority in August 2024, and Nor-Cal EMS is still waiting for final comments. She noted there is a scheduled meeting with EMSA tomorrow and will push for finalization. Donna stated that she was not sure what the current EOA extension in Lassen County will look like, but it may go past the June 30, 2025, deadline.

11. REPORTS

A. Disaster Related/HPP Project Activities - Hospital Preparedness Project (Thomas)

Mark noted that a Region-wide Drill will be held in April and that Nor-Cal EMS staff will be present at the Operations Center.

Mark also stated the upcoming Mass Casualty Incident (MCI) training in Modoc County will be held prior to their Active Shooter Drill.

B. MAC – Medical Advisory Committee (Thompson)

Jessica reported the last MAC Meeting held on February 12, 2025, was well attended with valuable input. Jessica also stated the goal is to have all the MAC information put onto the Nor-Cal EMS website and increase attendance in the region. The next MAC Meeting is scheduled for April 9, 2025.

C. Education Programs (McGuire)

Jenni McGuire informed the Board she has revised the Education Programs for PSFA, EMR and EMT and had informed all training program providers. Jenni also noted that the LearnWorlds Site CE platform on the Nor-Cal EMS website has been updated and that she is currently revising the MCI Plans.

D. AMAC – Air Medical Advisory Committee (Wilson)

Donna reported for Ron Wilson that the latest AMAC Meeting was held on January 30, 2025, and was well attended. The next AMAC Meeting is scheduled for April 24, 2025.

E. CARESTAR Grant (McGuire)

Jenni noted the current Nor-Cal EMS CARESTAR Grant had been extended to June 30, 2025.

F. 2025 Northstate Prehospital Conference (VanDonge)

Kathy VanDonge reported that there are 18 individuals registered for the conference and 5 Sponsors and Vendors. All Sponsor and Vendor logos and links to their websites are posted on the Nor-Cal EMS website.

G. Ambulance Inspections (Thompson)

Jessica updated the Board noting the ambulance inspection check-off lists have been updated and letters have been sent to the providers. Jessica also noted that a monthly inspection schedule will start in May, which was discussed during the February MAC Meeting and was well received.

H. Medical Director Report (Dr. Kepple)

There was no Medical Director report.

12. NEXT BOARD MEETING DATE (Goss)

Chairman Goss noted a potential Board Meeting to be scheduled for Wednesday, March 12, 2025.

The next regularly scheduled Board Meeting is Thursday, May 8, 2025.

13. ADJOURN (Goss)

Chairman Goss adjourned the meeting a 10:59 am.



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