



NORTHERN CALIFORNIA EMS, INC.

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Nor-Cal EMS (Non-Profit)
Board of Directors Meeting
General Session Minutes
Wednesday, September 3, 2025

Board of Directors via ZOOM

Kevin Goss
Christi Myers
Jason Ingram
Lee Adams
Ned Coe
Brooke Entsminger

Chairman/Plumas County Supervisor
Member-at-Large
Lassen County Supervisor
Sierra County Supervisor
Modoc County Supervisor
Member-at-Large

Nor-Cal EMS Staff

Donna Stone
Dr. Jeffrey Kepple
Jessica Thompson
Shauntelle Kelley
Kathy VanDonge

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

Public in Attendance

Donnell Ewertt

Partnership Consultant

1. CONVENE MEETING (Goss)
Chairman Goss opened the meeting at 11:05 am

Public Attendance: Donnell Ewert, Partnership Consultant
2. ADDITIONS OR DELETIONS FROM AGENDA (Goss)
There were no additional or deletions from the agenda.
3. MINUTES OF JUNE 5, 2025 NON-PROFIT 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 items ratified in the Executive Session.
5. PUBLIC COMMENT (Goss)
There was no public comment.
6. FINANCIAL REPORTS (Stone)
 - a. 2024-2025 General Fund Budget Recap
Donna recapped the budget noting that the Income received is at 97.98% through the fiscal year and the Expenses are 91.65% through the fiscal year.
 - b. 2024-2025 Financial Audit
Donna noted that the audit will begin in a few weeks and that the auditor (who was new to Nor-Cal EMS last year) will be returning. In addition, the current CPA will also be involved in this year's audit process.

c. 2025-2026 General Fund Budget

Donna referenced the 2025-2026 General Fund Budget Program Funding and Budget categories for July 1, 2025 through August 19, 2025, noting that Income received is at 31.79% and Expenses are 14.54% for the time period.

7. CALIFORNIA RURAL EMS FUNDING COALITION (Stone)

Donna noted that the EMS Coalition continues to meet with partners across the state. She reported that this coalition group includes approximately 30 individuals. An ad-hoc subgroup of 8 members has been formed to address specific priorities.

8. REPORTS

a. Disaster Related Activities and Hospital Preparedness Project (HPP) - Mark Thomas

Donna reported for Mark Thomas stating HPP is progressing well. The team is currently focused on planning upcoming drills and training in collaboration with various county agencies. Notably, Plumas County has scheduled an Active Shooter Drill for October, and Nor-Cal EMS will be participating in that event.

Three "MCI to Disaster" trainings are scheduled for Plumas and Sierra counties (joint sessions). The training courses for Modoc and Lassen counties have been completed, and additional sessions may be offered based on need. Coordination is ongoing with Trinity County to finalize the training date.

The Quarterly Regional Disaster Medical Health Specialist Meeting is scheduled for September.

The funding for HPP 2025 appears to be a moving target, with Nor-Cal EMS continuing to monitor the situation and attempting to match our hours and commitments to the current vs expected.

b. Medical Advisory Committee (MAC) – Jessica Thompson

Jessica Thompson reported that quarterly MAC meetings are being held consistently. In addition, policy releases are occurring bi-annually.

c. Education Programs – Jenni McGuire

There was no report.

d. Certemy Software Conversion – Kathy VanDonge

Kathy VanDonge reported that the new Certemy certification process platform officially launched on July 1, 2025. The system has significantly improved in-house processing efficiency, and while a few minor issues have surfaced, the Certemy support team has been very helpful in resolving issues. She also noted that new procedures are currently being developed for transitioning all certificate holders to the new Joint Powers Authority (JPA).

e. Air Medical Advisory Committee (AMAC) – Ron Wilson

There was no report.

f. CARESTAR Grant – Jenni McGuire

There was no report.

g. Ambulance Inspections – Jessica Thompson

Jessica reported on two upcoming ambulance inspections, one in Downieville on September 22 and another in Lassen in October, noting that all other inspections have been completed and have passed with no issues.

h. Medical Director Report – Dr. Kepple

Dr. Kepple stated that he is proud of the clinical staff and their accomplishments and that they are a great team.

Dr. Kepple stated that he has reviewed the Continuous Quality Improvement (CQI) and Trauma plans.

In September, Dr. Kepple plans to submit a Local Optional Scope on norepinephrine (confirmed with Jessica) for Interfacility Transfers.

He also highlighted that the Wilderness Medicine Conference is taking place this weekend in Quincy, offering valuable learning and networking opportunities.

9. NEXT BOARD MEETING (Goss)
The next regular Board Meeting is Thursday, November 13, 2025.
10. ADJOURN (Goss)
Chairman Goss adjourned the meeting at 11:18 am.