Mountain Counties Emergency Medical Services Agency
Board of Directors Meeting Minutes
February 21, 2025

Location:	Copperopolis Fire Station / Training Room 370 Main Street, Copperopolis, CA. 95228 Zoom Option
Time:	9:00 AM
Board Members Present:	Jeff Brown (Chairperson) – Amador County; Miles Menetrey (Vice Chairperson) – Mariposa County; Terry Woodrow - Alpine County; Gary Tofanelli – Calaveras County
Guests:	Alan McNany – American Legion Ambulance; Christopher Edgerly – Calaveras County Public Health; Chief Johnson – Ebbetts Pass Fire Department; Tracy Dehn – Amador County Public Health
Staff:	Cindy Murdaugh – Executive Director; Thomas Morton – Acting Executive Director; Mark Ferreira – QI Coordinator; Dr. Kimberly Freeman – Agency Medical Director; Derek Cole – Agency Counsel, Andrea Ramirez – Executive Secretary/Financial Services Assistant;

A. Call to Order
The meeting was called to order at 9:00AM by Chairperson Brown with a quorum of four members present.

B. Welcome and Introductions
Chairperson Brown asked Mrs. Ramirez to introduce those in attendance via zoom. The Board and Staff did self-introductions.

C. Correspondence
None

D. Additions, Deletions, Corrections to Agenda
M/S/C (Menetrey/Woodrow) To approve the agenda as submitted.
Roll Call Vote:
Alpine County Aye
Amador County Aye
Calaveras County Aye
Mariposa County Aye
Motion Passed 4-0

E. Public Forum

F. Approval of Consent Calendar

M/S/C (Woodrow/ Tofanelli) To approve the consent calendar.
Roll Call Vote:
Alpine County Aye
Amador County Aye
Calaveras County Aye
Mariposa County Aye
Motion Passed 4-0

G. Agreement with American Legion ambulance

Ms. Murdaugh reported to the Board that staff presented the 2024 annual report to the Amador County EMCC in compliance with the contract language. The EMCC recommended to the Board of Supervisors that we extend the agreement for a five-year period. Mr. Morton and staff presented the report to the Board of Supervisors, and they recommended that it move to this MCEMSA JPA Board for approval to extend the contract through December 31, 2029.

Chairperson Brown questioned transportation with Sutter Amador Hospital. Did those questions get resolved.

Mr. Morton assured Chairperson Brown yes, they have.

Ms. Murdaugh explained that she conferenced with Mr. McNany and Mr. Morton separately and then another conference call following with Amber from Sutter Amador Hospital. Ms. Murdaugh and Mr. Morton scheduled a meeting with all the players to discuss and educate on the ALA contract regarding exclusivity and options in streamlining communication in requesting interfacility transfers, specifically CCT Transfers.

Mr. Morton stated the hospital is asking if Dr. Freeman can prioritize the requests from Urgent, Non-Urgent Prescheduled transport. This will provide additional information to the ambulance provider on the urgency to get to the hospital for the transport of the patient. The Agency needs to consult Mr. Cole regarding the contract allowing for prioritizing Inter-facility transfers.

Dr. Freeman explained the contract language states code 2 and code 3 transfers, which doesn't really accommodate transport that don't need lights and sirens but do need to get to their destination quickly. Creating a policy would allow for an emergent, urgent, and routine category not just code 2 or code 3. We discussed this with Sutter Amador Hospital and American Legion Ambulance and this idea was generally accepted and getting it into policy is where we want to go. Dr. Freemans spoke with Sutter Amador Hospital on extending the

local optional scope of practice so that American Legion Ambulance can take more of those CCT transfers, it is a process, but we are working on that.

Mr. Morton explained CCT providers are a scarce resource throughout the state. If we can expand the paramedics' local scope of practice more, it may help the situation. The Agency has received some data showing the CCT transfer numbers in a month, so we are looking at those numbers.

Dr. Freeman stated the numbers are inconsistent, but it is enough to do what we can to help resolve the issue. American Legion Ambulance has an agreement with Sutter Amador Hospital allowing the hospital to streamline without consulting them on patients on a vent requiring critical care transport. Other transfers are on a different plan where American Legion Ambulance is asked first rather than going through the hospitals dispatch center.

Chairperson Brown stated the Board of Supervisors did approve this.

Supervisor Tofanelli asked Mr. Cole if this policy was developed would it have to come back to this board for approval as an amendment to the contract.

Mr. Cole stated that the contract allows for a measure of medical control. Stating that amending the policy would be appropriate, the providers are required to follow policy. Would not need to be included as an amendment to the contract.

M/S/C (Tofanelli/Woodrow) To approve American Legion Ambulance Agreement
Roll Call Vote:
Alpine County Aye
Amador County Aye
Calaveras County Aye
Mariposa County Aye
Motion Passed 4-0

H. Kirkwood Clinic, Alternate Receiving Facility Destination

Dr. Feeman explained that the state approved creating an alternate receiving facility in Kirkwood ski clinic. There was a meeting that got canceled to go over logistics. When the meeting gets rescheduled, we will work with all the players to create a protocol to allow us to get that implemented.

I. Board Resolution Signature Update

Mr. Morton presented a Board Resolution to update the signature authority for the Agency's bank account. The Agency will need to remove all signature authority for Marc Stevenson and add Mark Ferreira to the signature card for Umpqua Bank

M/S/C (Tofanelli/Woodrow) To remove Marc Stevenson from the Agency bank account and add Mark Ferreira to the Umpqua Bank signature card.
Roll Call Vote:
Alpine County Aye
Amador County Aye
Calaveras County Aye
Mariposa County Aye
Motion Passed 4-0

J. Signature Authority update for Calaveras County

Ms. Ramirez explained the Agency would like to remove Marc Stevenson and add mark Ferreira as an authorized backup signer for approvals if Mr. Morton is not available for signature. The form needs a signature of the Board to make these changes.

M/S/C (Woodrow/ Menetrey) To remove Marc Stevenson and add mark Ferreira to the Agency's Authorized Signature List for the Calaveras County Auditor.
Roll Call Vote:
Calaveras County Aye
Alpine County Aye
Amador County Aye
Mariposa County Aye
Motion Passed 4-0

K. Accounts Receivable List

Mrs. Ramirez presented to the Board the Accounts Receivable list as of July 31, 2024. There is an outstanding balance of $ 9, 000.00 from Response and Complaints Fees, $ 312.00 IFT Transport for Oak Valley Hospital District but they sent a check to the incorrect address and $261.00 outstanding Certifications fees from three different fire departments.

Ms. Murdaugh stated this old debt was over $ 300,000.00. Out of those outstanding funds we have $ 573.00 that has not been reimbursed. $ 9,000.00 is from the system enhancements funds that the Agency cannot keep if we had collected those funds, we would have to give them over to Stanislaus County. The Agency is asking the Board to give directions on how to handle the outstanding funds. At the December 20, 2024, Board Meeting Mr. Cole Suggested drafting a letter to send to Stanislaus County regarding those funds.

Vice Chairperson Menetrey stated if this money is going to Stanislaus County, they should be involved in recovering these funds.

Ms. Murdaugh assured him for the $ 9, 000.00 they will get involved because that's money owed to them by their current providers. Ms. Murdaugh has communicated with Stanislaus County EMS administrator, and he is aware of these outstanding funds. We need to make it official and send a letter.

Mr. Cole stated he is happy to draft up a letter to send to Stanislaus County that we have made the effort to collect these funds. He thanked the staff for working hard on collecting these funds.

Mr. Morton would like to thank Mr. Cole for drafting up the letter to send to Doctors Medical Center because that letter was crucial.

Supervisor Tofanelli stated it was a fantastic turn-round on collecting those funds to get it down to $573.00 is great.

Ms. Murdaugh suggested the direction that is needed from the Board to send the letter to Stanislaus regarding the $9000. And approval to wright off the $573.00 from IFT Transfer and certifications as bad debt. If the Agency does receive $ 312.00 from Oak Valley Hospital that amount will decrease.

Supervisor Tofanelli is in favor of $9,000.00 being given to Stanislaus County and we wash our hands. As for the three Fire Departments that have an outstanding balance from certification fees we are done with trying to collect that debt.

Ms. Murdaugh agreed.

M/S/C (Tofanelli/Woodrow) To have Mr. Cole write a letter to Stanislaus County transferring them the $ 9,000.00 debt and to write off the remaining balance.
Roll Call Vote:
Calaveras County Aye
Alpine County Aye
Amador County Aye
Mariposa County Aye
Motion Passed 4-0

L. Agency and County Reports

Alpine County –Supervisor Woodrow would like to thank Dr. Freeman for informing us that the state did approve the receiving center in Kirkwood. We will be having a meeting to talk

about that soon. Kirkwood Fire Department has concerns on what is going to happen with their fire department. They are trying to do prop 218, They received a quote from Amador Fire. Alpine County has not submitted an official quote. There are some other Agencies up there that did not want to get involved.

Amador County – No Report

Calaveras County – No Report

Mariposa County – No Report

Mr. Morton reported we will be flying the Disaster Preparedness Coordinator position A.S.A.P. Currently Mr. Ferreira and Mr. Morton are sharing those duties. Mark Twain Health Care District from Calaveras County has purchased and distributed 20 AEDs to provider Agency's. In Statue and regulations, the LEMSA is the approving Agency for an AED. The State is renumbering all of these, but the LEMSA is still providing agency approval, In the regulations there is no expiration date of the approval or any verbiage of renewing. The first 20 AED are grandfathered in and covered. They are distributing some AEDs to Angels P.D. The Agency is required by MSA to report the number of times an AED is utilized in the field with provider Agency and lay folks. We haven't tackled the School Districts yet. We are trying to get help from the district committee to help us verify these providers even have the ones that have been given out.

Supervisor Tofanelli asked to have a copy of the follow-up sent to him. We need to be aware of if they can distribute new ones without letting us know because we gave them approval years ago, we need to be aware of it and what it is they are giving them.

Mr. Morton said he can sent that over. We will be revising everything, and we are revising them on some of the language that they need to put into their agreement between the district and the providers to make sure that it is very clear that the district is not fixing or repairing them.

Supervisor Tofanelli asked if we have oversight of who fixes the AEDs.

Mr. Morton reiterated this is something we are working on the language in this agreement they need to clearly put the responsibility on the recipient that they will follow manufacturers guidance.

Chairperson Brown stated he has worked with a couple of AEDs in the past and the manufacturer just sends you the equipment that goes with it, it is simply a plug and play. A very simple operation, but someone needs to know about it and check on it.

Mr. Morton said monthly safety check. They need to be explicitly following the preventative maintenance, repairs, and the monthly safety check.

The Agency is working on setting up a CHEMPACK drill for Amador County. CHEMPACKs are a resource from the State, their location is confidential. It is a part of the Medical Health Mutual Aid Region. (MHOAC). Each County must have a plan on how they request a CHEMPACK. There are two different sizes of CHEMPACKs 1. EMS CHEMPACK which is much smaller and can be transported 2. It is a very large-scale mass casualty event.

Supervisor Woodrow asked what happens when you have geographical challenges.

Mr. Morton explained this is why we have law enforcement involved so it can get to where it needs to be quickly, so there are no barriers to that.

Supervisor Woodrow stated this is where a helicopter could come into play with this.

Dr. Freeman assured her this is where the mutual aid would come into play.

Mr. Ferreira state CAL Fire and CHP have their helicopters running almost year-round.

Supervisor Tofanelli asked if there was an expiration date on these medications.

Dr. Freeman said yes.

Supervisor Tofanelli asked if they monitor these medications.

Dr. Freeman explained the host facility monitors them and circulates them back into their other pharmacy to ensure they are not expired and to try and eliminate waste.

Mr. Morton explained it is climatically controlled, and the State is connected and also monitoring that as well. The responsibility is divided between the State and the holding facility.

Vice Chairperson, Menetrey asked if this is a State thing or Federal thing. I wonder if Yosemite National Park is on the list because there are mass amounts of people at any given time. Mr. Morton assured him he will check on that.

Mr. Morton reported that with the new contract in Mariposa we have been working with Mercy Ambulance and FirstWatch to process calls through the OCU. FirstWatch has demonstrated some new reporting capabilities with this new contract.

Mr. Ferreira reported he has been to Sutter Amador Hospital to meet with their EMS Liaison. Dr. Freeman and Mr. Ferreira have met with their executive staff at Sutter Amador Hospital requesting some data we need for our local optional scope of practice to help facilitate those paramedics to potentially be able to take more transfers. Attended Amador County Fire Chiefs meeting and the Calaveras County Fire Chiefs meeting. We have completed a couple of 5 calls on our simulation mannequin, 2 paramedic Orientations since December 20, 2024, meeting. Adventist Health is close to becoming an interventional Receiving facility for heart attacks.

Dr. Freemans reported they are up and running and waiting to be approved by CDPH and Tuolumne County EMS Agency and it should be done soon.

Mr. Ferreira stated this will be a game changer for our counties, so we don't have to take patients to the valley or rely on helicopters as much as we do.

Building a trigger in FirstWatch will hopefully capture the data for all the patients leaving to be seen at a receiving facility. Mr. Ferreira put on a Documentation Tips class for our providers to decrease their liability. Wednesday February 19, 2025, there was a BLS training with the mannequin at Copperopolis Fire Station. Mobile Intensive Care Nurse (MICN) A meeting was held with all receiving facilities within the Agency to get some feedback on the curriculum. The Agency will hold the Continuous Quality improvement meeting on March 20, 2025, will be held at Sutter Amador Hospital

Ms. Murdaugh reported she is working on the annual report for American Legion Ambulance and Ebbetts Pass Fire District. We are planning to request it to be on the Calaveras Board of Supervisor's agenda in order to get the extension process rolling for those contracts. Both providers have agreed to extend the contract, however, there is no EMCC committee in Calaveras County, so we are planning to go to the Board of Supervisor to approve the annual reports and recommend the extensions. The goal is to present the contract amendments at the April 18, 2025, JPA Board meeting. Rick Roesch and Ms. Murdaugh had a conversation about an amendment to the contract with Mercy Medical eliminating the EMCC approval of the annual report and adding the Board of Supervisors as the direct reporting for contract extension request. An amendment will come to the April 18, 2025, Board meeting. Ms. Murdaugh and Mr. Morton attended the new committee that is replacing the Mariposa EMCC. EMMACC (Emergency Management Multi Agency Care Committee) are planning, through public health, a multi-agency exercise for an active shooter. The tabletop will be sometime this summer and a full exercise by the end of the year.

Mr. Morton stated that the timeline is very aggressive. Full exercise requires a lot of training and planning.

Ms. Murdaugh stated the Agency has been working with the auditor, the audit was due in December 2024. He is almost finished with the audit he is missing a few documents that we are going to have a meeting with him next week to finalize all of that. His goal is to have the audit completed by February 28, 2025, if not by March 7, 2025. The State is asking for the Audit. Ms. Murdaugh met with the State EMS Authority and other Multi-County Agencies and the state is advising that they want to get through the process of budget applications and approval for the State General funding prior to next fiscal year. The hold-up has always been the funding letter that we have to receive from them first in order to create our budget. Angela Wise received approval for sending the letters out identifying that our funding will be the same as last year. We will start working on sending the application in by April 2025 hopefully we will get their approval back before the fiscal year ends. The state has been holding off on sending those letters out in the past because they go off of census data from the Department of Finance and those numbers don't come out until April. That is why the State has agreed to list the funding from last year. The State is being very vocal about how we are reporting, how those funds are used, and the deadlines need to be kept protecting the BCP funding that we receive.

M. Closed Session

The Board entered a closed session at 10:08 A.M

N. Results of Closed Session

The Board returned from closed session at 10:28 AM

Mr. Cole reported that the Board of Directors met in closed session to discuss a performance review no reportable action was taken

N. **Next Scheduled Regular Meeting**

Friday, October 17, 2025, at 9:00 AM in person at Copperopolis Fire Station. A Zoom option will be offered as well.

O. **Adjournment**

Chairperson Menetrey adjourned the meeting at 10:06 AM.