

**Solano Emergency Medical Services Cooperative (SEMSC)  
Meeting Minutes  
April 9, 2015; 9:00AM – 11:30AM  
Suisun City Hall**

**BOARD MEMBERS**

- Birgitta Corsello, Chair, SEMSC Board
- Joseph Becker, Medical Professional Representative
- Caesar Djavaheerian, Physicians' Forum Representative
- Daniel Keen, City Manager Representative
- Sandra Rusch, Medical Professional Representative
- Anthony Velasquez, Fire Chief Representative
- Richard Watson, Healthcare Consumer Representative

**STAFF**

- Aaron Bair, SEMSC Medical Director
- Ted Selby, Interim EMS Administrator
- Michael Modrich, EMS Operations Manager
- Keith Erickson, EMS Coordinator
- Jefferson Dorman, EMS Coordinator
- Rachelle Canones, Administrative Secretary

AGENDA ITEMS	DISCUSSION	ACTION	RESPONSIBLE
<b><u>Call to Order/Roll Call</u></b>	Meeting called to order with a quorum present. <b>Board Members Becker and Rusch were absent.</b>	(none)	
<b><u>Approval of Agenda</u></b>	<b>Board Member Watson moved to approve the agenda. Board Member Velasquez seconded. AYES: 5; NAYS: 0; ABSENT: 2; ABSTAIN: 0</b>		
<b><u>Approval of Minutes July 10, 2014 and October 9, 2014</u></b>	<b>Board Member Keen moved to approve minutes of the meeting; Board Member Velasquez seconded. AYES: 5; NAYS: 0; ABSENT: 2; ABSTAIN: 0.</b>		
<b><u>Public Comments</u></b>	(None)		
<b><u>Reports</u></b> a. Medical Director's Report	a. Dr. Aaron Bair provided an update on the following items, including protocols and policies that were newly created or updated: <ul style="list-style-type: none"> <li>• No new policies were created or updated since the last meeting.</li> </ul>		

<p>b. EMS Administrator's Report</p>	<ul style="list-style-type: none"> <li>• S-11 Ventricular Assist Device (VAD) Protocol – This is a new type of technology that is not prevalent in Solano County. The Emergency Medical Services (EMS) Agency is aware of only one or two patients with VADs. The protocol is more of an instructional protocol that provides guidance for both destination and care of patients with VAD should they need EMS assistance.</li> <li>• EMT Certifications and Discipline Cases – Dr. Bair stated that since January 2015 we have 81 Emergency Medical Technicians (EMTs) that were certified or re-certified in Solano County. There was one license revocation, two new probation cases, eight active probation cases, and four closed cases.</li> </ul> <p>b. Mr. Ted Selby, EMS Administrator, provided an update on the following items:</p> <ol style="list-style-type: none"> <li>1. EMS Week 2015 – Mr. Selby stated that for the past five years the EMS Agency has partnered with Medic Ambulance, our local hospitals, fire departments, and other partners to facilitate free Cardiopulmonary Resuscitation (CPR) classes, and an award ceremony in honor of National EMS Week. This year, the week of May 17-23, 2015 has been designated as EMS week by the American College of Emergency Physicians (ACEP). The EMS Agency has already started planning meetings to host the activities and events during the week-long celebration. The highlight of the event is the awards ceremony where the recipient of the annual Frank Springer Award is announced. This award is given to a deserving member of the EMS community.</li> <li>2. System Performance Report – Mr. Selby stated that with regards to pre-hospital EMS partners, Medic Ambulance and the Public Private Partnership (PPP) Fire Department partners have continued their exceptional service to the citizens and visitors of Solano County. Response time statistics for the first and second quarter for Medic Ambulance are at an average of 99%.</li> </ol>		
--------------------------------------	--	--	--

	<p>Medic has continued to provide that excellent level of service, and confirmed their commitment to the community with their numerous system upgrades and various programs. This includes their new multi-million dollar state-of-the-art headquarters building in the City of Vallejo. The PPP Fire Departments continue to provide very strong support. Response time averages for the first quarter – Benicia was at 95%, Dixon was at 95%, Fairfield was at 95%, and Vallejo was at 92%. Response time averages for the second quarter – Benicia was at 95%, Dixon was at 97%, Fairfield was at 92%, and Vallejo was at 92%.</p> <ol style="list-style-type: none"> <li>3. System Update – California Shock and Trauma Air Rescue (CALSTAR) air ambulance has relocated their operation from the Nut Tree Airport in Vacaville to an out-of-county location. CALSTAR provided the EMS Agency with an advance notice of their move. Furthermore, CALSTAR and REACH continue to be available to serve the needs of our affected residents and visitors, primarily out of Buchanan Field in Concord. The California Highway Patrol (CHP) helicopter H-30 out of Napa Airport also provides support for Solano County. Mr. Selby added that because the EMS Agency has encountered some difficulty entering into contractual relationships with some of the air ambulance providers, a decision was made to move towards a permit process, akin to the process used for Critical Care Transport (CCT) providers. The fee, as established in Policy 3000 in February 2014 will remain the same. The agency will simply begin to transition the process away from contracts to the use of permits and licenses.</li> <li>4. EMS Annual Report – Mr. Selby stated that the Annual EMS Report is normally distributed at the January SEMSC Board Meeting. However, this year’s January meeting was cancelled. The report is included in the SEMSC Board Members’ meeting packets. The EMS Annual Report will also be available on the EMS website.</li> <li>5. Annual SEMSC Audit – It was reported in a previous meeting that the annual SEMSC audit by the Auditor-Controller’s Office (ACO) would be underway toward the end of 2014 or the early part of 2015.</li> </ol>		
--	--	--	--

	<p>Mr. Selby stated that the ACO is finalizing their report, which will likely be available by the next SEMSC Board Meeting in July.</p> <p>6. Trauma System Update – Kaiser Vacaville was designated as a Level II Trauma Center on November 21, 2013. Mr. Selby stated that on March 5, 2015 the American College of Surgeons (ACS) facilitated a site visit to Kaiser Vacaville; during the Closing Session, at which Mr. Selby was present, ACS announced that a three-year verification would be awarded to Kaiser Vacaville. Mr. Selby added that he was notified yesterday that Kaiser Vacaville received the notification letter officially informing them of the three year verification by ACS.</p> <p>7. Medical Director’s Contract – Mr. Selby stated that the contract with the Regents of the University of California, Davis (UC Davis) for the EMS Medical Director’s services will expire on June 30, 2015. At the July 2014 meeting, the SEMSC Board requested staff to negotiate a multi-year agreement for future renewals of this contract. Mr. Selby added that UC Davis has not yet forwarded this requested contract language to the EMS Agency for review or negotiation, but the agency expects to receive it soon. Staff will make sure to request a multi-year agreement be included in the contract language. Mr. Selby stated that staff may also end up requesting a short contract extension for this contract at the July meeting so that we can execute the agreement.</p> <p>County Counsel clarified that if the contract will expire on June 30, 2015, this item will need to be added to today’s meeting agenda as an amendment and the Board will have to vote on it.</p> <p>Board Member Djavaheerian inquired as to whether this was an appropriate time to bring up a concern that Medic Ambulance has brought up at the Physicians’ Forum in relation to the Level II Trauma Center Designation, particularly with bypassing NorthBay, an ACS-verified Level II Trauma Center to get to Kaiser Vacaville, the SESMC Designated and ACS verified Level II Trauma Center.</p>		
--	---	--	--

	<p>Board Member Djavaheerian further inquired as to whether the SEMSC Board will recognize that NorthBay is an ACS verified Level II Trauma Center in Solano County.</p> <p>Mr. Selby replied that the California Code of Regulations allows only one Level I or Level II Trauma Center to be designated per catchment area of a population of 350,000 or more. This means it is necessary to have a catchment area of a population of 350,000 for <b>each</b> Level I or Level II Trauma Center to be able to designate another Level II Trauma Center. Mr. Selby added that during the Level II designation process, the EMS Agency secured the services of out-of-state subject matter experts to review the county's trauma system and trauma centers. At this point, staff cannot bring this item to the SEMSC Board, although the Board can bring it up for discussion if desired. The EMS Agency cannot propose recognizing another Level II Trauma Center to the SEMSC Board because it would not comply with the California Code of Regulations.</p> <p>Board Member Djavaheerian stated that he would like to request the SEMSC Board to discuss this matter because this has been a fairly sticky topic at all of the EMS meetings and puts the EMS Medical Director in the difficult situation of having to differentiate between a "political" versus a "medical" motivation regarding how patients are treated. Board Member Djavaheerian further added that physicians and ambulance providers sometimes feel that patient care may not always be their first priority when they take patients to the Designated Level II Trauma Center (Kaiser Vacaville), when bypassing an ACS-verified Level II Trauma Center (NorthBay) in order to get there.</p> <p>Board Chair Corsello stated that this matter is not an Agenda item for today's Board Meeting and, if it is still being discussed in another setting, it cannot be discussed by the SEMSC Board today. It will have to be agendaized at a future meeting for further discussion.</p>		
--	---	--	--

	<p>Board Chair Corsello added that the Board would need to ensure that they have a good understanding of the issues related to this matter, with some background as to the legal options and the medical concerns, etc. The county had previously operated with just using multiple Emergency Rooms (ER) and the SEMSC Board had agreed to go to one Level II Trauma Center. The hospital decided to go to a second Level II Trauma Center of their own accord. Board Chair Corsello stated that she did not believe the Level II Trauma Center process was a political decision, but rather a medical one as they based their decision on the recommendation of experts in this subject matter. The Board would need additional information presented to them at the next SEMSC Board Meeting in order to be able to have an informed discussion about this matter.</p> <p>Board Member Djavaheerian clarified that he did not mean that the decision to go to one Level II Trauma Center was a political decision, but what they were hearing frequently from the field was that the paramedics have to travel an additional 10-12 minutes to get to the Designated Level II Trauma Center, bypassing a capable ACS-verified Level II Trauma Center. In addition, there are significant legal concerns over this matter, especially if the patient decompensates rapidly while enroute.</p> <p>County Counsel stated that the Board Chair's assessment is correct and that this matter cannot be discussed at this meeting. It is an issue that Board Member Djavaheerian can raise, and if the majority of the Board concurs, staff can be directed to bring it back at the next meeting for discussion, but since it is not agendized, this is not something that the Board should to go into today.</p> <p>Board Chair Corsello stated that she is looking for concurrence from the other Board Members that this is a matter they would like to discuss at the July meeting.</p>		
--	--	--	--

<p>c. Contractor's Report</p>	<p>The item should include an update and/or a review of this matter, with both legal and medical ramifications of the decision. Most of the Board Members nodded in agreement.</p> <p>c. James Pierson, Vice President of Operations for Medic Ambulance provided an update of current and future issues for their company:</p> <ol style="list-style-type: none"> <li>1. Community Paramedicine Program – Medic is working with local hospitals, Kaiser and NorthBay, on post-discharge for those patients with Congestive Heart Failure (CHF) and Chronic Obstructive Pulmonary Disease (COPD) by doing some form of in-patient home services with them.</li> </ol> <p>Mr. Pierson added that there are currently 12 pilot sites created in the State of California, encompassing only seven or eight counties. Solano County is one of the counties selected, and when this project goes live in a few years Medic and its partner hospitals will be part of the pool of information available to the EMS system in the state. Medic currently has six Community Paramedics in the pilot, each of whom has at least nine years of experience in this field, and one is a Registered Nurse (RN).</p> <ol style="list-style-type: none"> <li>2. Stars of Life – Medic had their Stars of Life celebration in March where nine employees were recognized for exceptional outcome or performance in the field. Mr. Pierson mentioned a Paramedic and an EMT had a very young patient choking on a bottle cap and they were able to extract the bottle cap with a laryngoscope and forceps. These nine employees were honored by the State Assembly and Senate.</li> <li>3. Automatic External Defibrillator (AED) Program – Medic announced that they just signed with Travis Unified School District (TUSD) to provide nine AEDs for the high schools, middle schools, and administrative offices in the district. Medic will be making a presentation to the TUSD Board the following Tuesday to explain their program.</li> </ol>		
-------------------------------	---	--	--

	<p>This is the second school district in Solano County that has implemented this program with the first being the Vallejo Unified School District in August 2014; where they provided 11 AEDs for the high schools, middle schools, and administrative offices in the district.</p> <ol style="list-style-type: none"><li>4. Travis Grace, who worked for Medic Ambulance for many years, and was a respected member of the local EMS community, passed away on Sunday, April 5, 2015. Medic will host a memorial service for Mr. Grace on Tuesday, April 14, 2015. More details will be announced later.</li><li>5. New Headquarters – Medic recently completed their \$4.1 million renovation. They broke ground on April 15, 2014 on their two-phase renovation project. Phase one was the administrative offices and education center, which they moved into on February 1, 2015. Phase two was the remodel of the old ambulance bay into their new logistics office, which should be completed tomorrow, April 10, 2015. The whole building should be fully functional by the middle of next week. The new headquarters includes a state-of-the-art dispatch center, educational space and administrative equipment. The new Dispatch Center is now fully operational. The grand opening will be on June 1, 2015 which coincides with Medic Ambulance’s 36<sup>th</sup> Anniversary.</li></ol> <p>Board Member Velasquez stated that Mr. Grace was a past recipient of the Frank Springer Award for his contributions to the community and Solano EMS. Mr. Grace had a big impact on Solano County fire departments and Board Member Velasquez, who had the opportunity to work alongside Mr. Grace, wanted to pay tribute to him on behalf of all the Solano County fire departments, adding that this is a big loss to the local EMS community.</p>		
--	--	--	--

<p><b><u>Regular Calendar Items:</u></b></p> <p>a. Review and Consider Approval of Annual SEMSC Budget/Revenue Allocation Plan for FY 2015/2016 and Adoption of Resolution Number 15-001</p>	<p>a. Board Chair Corsello requested the EMS Administrator provide some background on this item. Mr. Selby stated that the Annual SEMSC Budget and Revenue Allocation Plan has been prepared to comply with the language of the Joint Powers Agreement (JPA) of this Board. It is necessary to adopt this budget through a resolution. This fiscal year's (FY) budget is virtually unchanged from last year's budget. The budget includes the PPP pass-through funds in the amount of \$1.4 million. The total revenue is equal to the expenses projected for FY 2015/2016.</p> <p>Board Member Watson requested an example of a subject matter expert. Mr. Selby replied that a subject matter expert is an individual who has specialized training, experience, and skills in a certain field or area of expertise. An example would be when the experts from ACS were brought in to assess Solano's trauma system. The EMS Agency brought together a team of subject matter experts for the Independent Review Panel that came and evaluated the applications submitted and the facilities of the two trauma centers that applied for Level II Trauma Center designation. Mr. Selby added that the EMS Agency would also sometimes require the services of subject matter experts to provide training, such as airway training for paramedics. Subject matter expert is a term used within the health department frequently, although perhaps not as frequently used in the EMS setting.</p> <p><b>Board Member Watson moved to approve the Budget &amp; Revenue Allocation Plan for FY 15/16 and the adoption of Resolution 15-001. Board Member Djavaheerian seconded. AYES: 5; NAYS: 0; ABSENT: 2; ABSTAIN: 0</b></p>		
--	---	--	--

<p><b><u>Board Comments:</u></b></p> <p>a. Chairperson</p> <p>b. Directors</p>	<p>a. Board Chair Corsello stated that there was an earlier suggestion that the agenda may need to be amended for the EMS Medical Director's contract. County Counsel stated that there may be an automatic extension clause built into the existing contract with the Regents of the University of California, Davis. However, if there isn't an extension clause, rather than amending the agenda today, this matter will be brought back at the July meeting, and ask for the 12 days extension to be approved retroactively.</p> <p>b. There were no other comments.</p>		
<p><b><u>Adjournment</u></b></p>	<p>Meeting adjourned to the next regularly scheduled meeting of July 9, 2015.</p>	<p>(none)</p>	