

**Solano Emergency Medical Services Cooperative (SEMSC)
Special Meeting Minutes
June 13, 2019; 9:00AM – 10:30AM
Suisun City Hall**

BOARD MEMBERS

- Birgitta Corsello, Chair, SEMSC Board
- Joshua Chadwick, Fire Chiefs Representative
- Caesar Djavaheerian, Physicians' Forum Representative
- Greg Folsom, City Manager Representative
- Thea Giboney, Medical Professional Representative
- John Jansen, Healthcare Consumer Representative
- David Piccinati, Medical Professional Representative

STAFF

- Ted Selby, EMS Administrator
- Bela Matyas, Public Health Officer
- Rachele Canones, Administrative Secretary
- Keith Erickson, EMS Coordinator
- Benjamin Gammon, EMS Coordinator
- Colleen Hogan, Health Education Specialist

AGENDA ITEMS	DISCUSSION	ACTION	RESPONSIBLE
<u>Call to Order/Roll Call</u>	Meeting called to order with a quorum present. Board Member Djavaheerian was late	(none)	
<u>Board Comments</u>	Board Chair Corsello welcomed the new SEMSC Board Members, Greg Folsom, David Piccinati, and John Jansen, the Healthcare Consumer Representative appointed at the April 2019 Board Meeting. The Board Chair expressed hope that the EMS Staff had given the new Board Members an overview of the SEMSC. They affirmed by nodding their heads that this indeed had taken place.		
<u>Approval of Agenda</u>	Board Member Chadwick moved to approve the agenda. Board Member Jansen seconded. AYES: 6; NAYS: 0; ABSENT: 1; ABSTAIN: 0;		
<u>Public Comments</u>	(None)		

<p><u>Special Meeting Items:</u></p> <p>a. Welcome New Board Members</p> <p>b. Select Vice Chair for Remainder of 2019</p> <p>c. Review and Approve an Extension to the SEMSC Exclusive Operating Area Agreement (EOA) Master Services Agreement (MSA) through May 1, 2025</p>	<p>a. Ted Selby, EMS Administrator announced that he had the pleasure of meeting individually with each of the new Board Members prior to today's Special Board Meeting, and found them to be very willing to learn more about the EMS system in Solano County, and eager to contribute to the continuation and improvement of the local system, which is currently functioning very well, with excellent outcomes. Mr. Selby welcomed Mr. Greg Folsom, City Manager Representative, Dr. David Piccinati, Sutter Solano Representative to the Board, as well as Mr. John Jansen, the new Healthcare Consumer Representative to the SEMSC Board.</p> <p>b. Board Chair Corsello stated that the Board needs to select a Vice Chair for the remainder of 2019, and asked for Volunteers. Board Member John Jansen volunteered to take on the role.</p> <p>Board Member Jansen selected as Vice Chair. AYES: 7; NAYS: 0; ABSENT: 0; ABSTAIN: 0;</p> <p>c. The EMS Administrator stated that as indicated on the meeting packet, the SEMSC Board of Directors entered into a legal Settlement Agreement with Medic Ambulance in 2014. One of the terms of that Agreement was that the terms of the existing MSA for emergency ambulance services be extended for five (5) years if one of five (5) triggers was activated. As noted in the meeting packet, the Section 280 Certification that was filed by the California Emergency Medical Services Authority (EMSA), constituted an administrative action, which is one of the specified triggers in the Settlement Agreement. Thus, staff recommends that the SEMSC Board approve the extension.</p> <p>Board Chair Corsello inquired if there were questions or discussions from the Board, and observed that there are no public comment cards on this item.</p>	<p>(No Action)</p>	
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<p>d. Discuss Next Steps Regarding the Request for Qualifications (RFQ) for Emergency Ambulance Services Request for Proposals (RFP) Vendor</p>	<p>Board Member Folsom wanted to clarify whether the letter dated April 4, 2019 indicates that it is one of the triggers that SEMSC shall grant an extension. Mr. Selby confirmed that the April 4, 2019 letter of certification to the Office of Administrative Law would be viewed as one of the triggers.</p> <p>Board Member Chadwick moved to approve the extension to the SEMSC EOA MSA. Board Member Folsom seconded. AYES: 7; NAYS: 0; ABSENT: 0; ABSTAIN: 0;</p> <p>d. The EMS Administrator declared that in light of the EOA MSA being extended for five (5) years, staff recommends that the process of moving forward with the RFQ for a vendor to prepare the RFP, be cancelled.</p> <p>Board Member Giboney inquired as to the proposed timeline to restart this process, given that it turned out that there was more foundational work that needed to be done leading up to the actual RFQ and RFP. Mr. Selby responded that considering that the extension means that the MSA will expire in May 2025, he anticipates that the process would likely start in the latter part of 2023 to bring on a consulting firm to help prepare the RFP. In the meantime, EMS staff will be working closely with the vendors, partners, and various EMS committees to identify areas that may need improvement.</p> <p>Board Member Chadwick suggested starting a little earlier as it would be better to have more time since it seemed in the recent process, that time was always short. Mr. Selby requested clarification, and inquired if mid-2023, or a two-year time frame be more appropriate or if the Board would prefer a longer time frame. Board Member Chadwick asserted that two-years would likely be acceptable, provided that the RFQ process and selection of a consultant is completed prior to starting the project, leaving enough time to work on the RFP.</p> <p>Board Chair Corsello inquired from County Counsel if an action is required on this item, to which Counsel replied that it is not.</p>	<p>(No Action)</p>	
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<p>e. Consider Cancellation of the Regularly Scheduled July Board Meeting to the Next Regularly Scheduled Board Meeting on October 10, 2019</p>	<p>e. Board Chair Corsello queried the Board if there were any questions or discussions on this item.</p> <p>Board Member Chadwick expressed concern that during this process, there was progress in reaching a consensus that Emergency Medical Dispatch (EMD) is needed in the County and suggested a recurring item on the Agenda to discuss progress on getting the County EMD standards implemented. Mr. Selby commented that this matter can be added to the agenda, as well as be included as a topic of discussion at the July EMS Quarterly Meetings conducted by Dr. Mumma who is unable to attend today's Special Meeting. Board Member Chadwick added that perhaps Dr. Mumma can provide the Board with progress reports on how the EMD process is going.</p> <p>Board Member Djavaheerian moved to approve the cancellation of the July 2019 Board Meeting. Board Member Folsom seconded. AYES: 7; NAYS: 0; ABSENT: 0; ABSTAIN: 0;</p>	<p>Provide regular progress report on EMD process</p>	<p>EMS Medical Director</p>
<p><u>Board Comments:</u></p> <p>a. Chairperson</p>	<p>a. Board Chair Corsello again welcomed the new Board Members and thanked them for stepping into their respective roles, adding that there is work that needs to be done, including getting EMD in place in the County. The Board Chair also thanked those who have been on the Board, working on the RFQ and RFP processes the last few months; Adding that no one could have envisioned that this is where this process would be at this point, which is an extension of the ambulance service contract. This gives the Board some time to work on the issues and challenges raised by the fire community, so that when the process begins again in 2022 or 2023, the Board will be better prepared.</p>		

b. Directors	b. Board Member Jansen thanked Board Member Chadwick for bringing up the issue of EMD, as it was also on his list of topics. Mr. Jansen also thanked EMS staff for providing all the data he's requested in a timely fashion, as well as the EMS Agency and its partners for organizing the Emergency Medical and Health Summit during EMS Week. Board Member Jansen observed that the event was well attended, offered great topics, the food was fantastic, and the venue and giveaways were good as well. Mr. Jansen also thanked Kaiser for the Stop the Bleed training at the end of the event. The Fairfield Fire Department was also commended for the blood pressure checks they have provided to the local community, adding that doing more programs towards prevention is great. In addition, Board Member Jansen related that he witnessed an EMS response at his neighbor's home, and commended the Vacaville Fire Department crew that arrived, as well as the medical intervention done at NorthBay. Board Member Jansen observed that from the consumer's perspective, things seem to be going well, and imagines that this is likely mirrored throughout the rest of the County.		
<u>Adjournment</u>	Meeting adjourned to the next regularly scheduled Meeting on October 11, 2019.	(None)	