



AGENDA
Exeter District Ambulance
Governing Board
REGULAR MEETING

302 E. Palm St., Exeter, CA 93221
Monday, August 31, 2020, 5:30 pm

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President	Adam Pfenning
Vice President	VACANT
Secretary	Diana Mendez
Board Member	Bobby Martinez
Board Member	VACANT

The Exeter District Ambulance Board of Directors welcomes you to its meeting and encourages you to participate. This agenda contains a brief general description of each item that will be considered by the Board.

NOTE: THE REGULAR BOARD OF DIRECTORS MEETING OF APRIL 27, 2020, WILL BE CONDUCTED BY TELECONFERENCE PER PROVISIONS OF EXECUTIVE ORDERS N-25-20 AND N-29-20 ISSUED BY THE GOVERNOR'S OFFICE

To ensure that the District meets Executive Orders N-25-20 and N-29-20 and the Brown Act and to minimize the spread of the COVID-19 virus, Members of the Board of Directors and staff intend to participate in the meeting by telephone.

- Members of the public may participate in the meeting remotely by calling +1 (786) 535-3211 and entering Passcode 153-111-525 at the prompt. Comments may also be submitted by email prior to the meeting at manager@edaems.com.
- Every effort will be made to read email comments into the record, but repetitive comments may not be read due to time constraints.

Exeter District Ambulance thanks you in advance for taking all precautions to prevent the spreading the COVID-19 virus.

OPENING

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance

AGENDA APPROVAL

PUBLIC FORUM/REQUEST TO ADDRESS TO BOARD (NON-AGENDA ITEMS)

This portion of the meeting is reserved for the members of the public to address the Board on items that are not on the Agenda and are within the subject matter jurisdiction of the board. Each person will be granted three (3) minutes to address the Board and overall public comments will be limited to thirty (30) minutes total. The Board is prohibited by law from taking any action on matters discussed that are not on the Agenda. When addressing the Board, speakers are requested to come forward, state your name and address, and then proceed with your comments. All speakers are requested to wait until recognized by the Board President.

CONSENT CALENDAR

Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. For any discussion of an item; it will be enacted at the request of any member of the Board and made a part of the regular agenda.

- A. Approval of Meeting Minutes April 27, 2020
- B. Approval of Collections/Write Offs

PUBLIC HEARINGS

- None

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Members of the public wishing to address the Board on these items should raise their hand when the Agenda item is called and the President will recognize you at that time. You will have three minutes to comment.

UNFINISHED BUSINESS

A. TCCAD Report (informational only)

1. Presentation of May-July 2020 data

NEW BUSINESS

A. Reports from District Accountant (informational only)

1. Monthly Income Statement: July 2020
2. Profit and Loss Summary: July 2020

B. Consideration of update to Check Signer authorization for Bank of the Sierra

1. Approve letter to remove and update signer list

C. Update on Transition to Wittman Enterprises billing (informational only)

1. "Old" accounts prior to 01/01/2020

D. Update on Tulare County Posting Plan/COVID-19 response (informational only)

E. Vehicle status report (informational only)

1. Presentation of purchase options for vehicles (if available)

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS

REPORTS FROM THE DISTRICT MANAGER (INFORMATIONAL ONLY)

- A. District Operations
- B. Compliance Update
- C. Three Rivers Update

PUBLIC COMMENT REGARDING CLOSED SESSION

This portion of the meeting is reserved for persons desiring to address the Board on an item to be considered in Closed Session. Speakers should limit their comments to three (3) minutes.

CLOSED SESSION

A. Conference with Labor Negotiator pursuant to Government Code Section 54957.6

Agency Designated Representatives: District Manager

Employee Organization: TEAMSTERS LOCAL #517

B. Public Employee Performance Evaluation (Government Code Section 54957)

Title: District Manager

RECONVENE TO OPEN SESSION; REPORT FROM CLOSED SESSION, IF ANY

ADJOURNMENT

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Next Regular Meeting: Sept 28, 2020

Agenda packets are available for review 72 hours prior to the meeting at the District Office. Office hours are Monday to Friday 8 AM to 5 PM, excluding holidays.

Any documents/writings provided to a majority of the Board less than 72 hours before the Regular Meeting regarding an item on this agenda will be made available for public inspection during normal business hours at the District Office located at 302 E. Palm Street, Exeter, CA 9322.

In compliance with the American with Disabilities Act (ADA), if you need special assistance to participate at this meeting, please contact the District Office at (559) 594-5250 during normal business hours as listed above. Notification of 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



MINUTES
Exeter District Ambulance
Governing Board
REGULAR MEETING

District Office Meeting Room
 302 E. Palm St., Exeter, CA 93221
 Thursday, April 27, 2020, 5:30pm

President	Adam Pfenning
Vice President	VACANT
Secretary	Diana Mendez
Board Member	Tony Miller
Board Member	VACANT

Present Adam Pfenning (AP), Tony Miller (TM) - phone, Diana Mendez (DM) - phone,
Also Present District Manager Peter Sodhy (PS)

OPENING

- Call to Order – Mr. Pfenning at 5:27pm
- Roll Call – Mr. Pfenning

AGENDA APPROVAL

A motion was made (DM) to accept the Agenda and seconded (TM). 3-0-0.

PUBLIC FORUM/REQUEST TO ADDRESS TO BOARD (NON-AGENDA ITEMS)

- None

CONSENT CALENDAR

A motion was made (DM) which was seconded (TM). 3-0-0.

PUBLIC HEARINGS

- None

UNFINISHED BUSINESS

A. TCCAD Report

Reports for February and March were presented. No additional comment.

NEW BUSINESS

A. Reports from District Accountant

Debbie Hood reported that the financial statements had not been presented for a while due the unavailability of detailed A/R reports from Wittman. Wittman took over as of Jan 1. Data for A/R before Jan 1 was delayed due to the cutover. While the bottom line on the reports now looks good it should be noted that this does not represent cash. We received some large deposits today so that by comparison we are higher than last year. We have not touched any of the LAIF funds.

- B.** Update on Transition to Wittman Enterprises billing (informational only)
 No new update

- C.** Update on Tulare County Posting Plan/COVID-19 response (informational only)
 No new update

- D.** Vehicle status report (informational only)
a. Presentation of purchase options for vehicles (if available)
 On hold due to COVID-19 issues

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS

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None

REPORTS FROM THE DISTRICT MANAGER (INFORMATIONAL ONLY)

No new information to report on Three Rivers.

Call volumes continue to be low. This is a national trend where most providers have reported a drop of between 30 to 50% in transport volume due to COVID-19. We have applied for some relief funding and we continue to also look for additional grants and funds elsewhere. We have begun to not fill shifts where crew calls in sick or we have not scheduled a FT employee in. That means that we are now running some days with only 2 rigs on instead of 3. This is helping to reduce payroll expense.

PUBLIC COMMENT REGARDING CLOSED SESSION

A. No public comments

CLOSED SESSION – not required

A. Public Employee Performance Evaluation (Government Code Section 54957)

Title: District Manager

RECONVENE TO OPEN SESSION; REPORT FROM CLOSED SESSION, IF ANY

No Reportable Actions

ADJOURNMENT

Motion to adjourn (DM) seconded (TM) at 6:07pm. 3-0-0.

Next Regular Meeting: Thursday, April 27, 2020, 5:30pm

MINUTES CERTIFICATION

I, Diana Mendez, Board Secretary, Exeter District Ambulance, do hereby declare under penalty of perjury that the above minutes are a true depiction of all actions taken at the Board meeting held on the first date above at Meeting Room 302 E. Palm Street, Exeter, CA.

Date: August 31, 2020

Diana Mendez
Board Secretary

EXETER DISTRICT AMBULANCE
Balance Sheet
As of June 30, 2020

	Jun 30, 20
ASSETS	
Current Assets	
Checking/Savings	
1004 · Bank of Sierra Checking	97,123.43
1006 · Bank of Sierra Money Market	6,003.79
1005 · LAIF	172,526.84
1030 · Petty Cash	150.00
Total Checking/Savings	275,804.06
Accounts Receivable	
1200 · Account Receivable	681,900.02
1210 · Allowance for Bad Debt	-117,000.00
Total Accounts Receivable	564,900.02
Other Current Assets	
1250 · Accrued Taxes Receivable	28,209.26
1200-05 · Accrued Interest	512.66
1400 · Prepaid Expenses	6,485.92
Total Other Current Assets	35,207.84
Total Current Assets	875,911.92
Fixed Assets	
1500 · Fixed Assets	
1450.0 · Other Asset - Grant Equipment	5,145.45
1500-05 · Land	141,820.00
1500-10 · Buildings and Improvements	505,359.66
1500-20 · Vehicles & Medical Equipment	738,304.01
1500-30 · Office Equipment & Fixtures	71,522.86
Total 1500 · Fixed Assets	1,462,151.98
1600 · Allowance for Depreciation	-1,165,289.43
Total Fixed Assets	296,862.55
Other Assets	
1700.0 · Deferred Outflows of Resources	308,006.70
Total Other Assets	308,006.70
TOTAL ASSETS	1,480,781.17
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	30,738.71
Total Accounts Payable	30,738.71
Other Current Liabilities	
2160 · Accrued Expenses	21,270.16
2100 · Payroll Liabilities	
2100-10 · California PR Taxes	-4.71
2100-20 · Federal PR Taxes	535.88
2100-50 · Union Dues	78.00
2100 · Payroll Liabilities - Other	3,586.45
Total 2100 · Payroll Liabilities	4,195.62
2150 · Accrued Vacation, Sick Pay	31,435.41
Total Other Current Liabilities	56,901.19
Total Current Liabilities	87,639.90

EXETER DISTRICT AMBULANCE
Balance Sheet
As of June 30, 2020

	Jun 30, 20
Long Term Liabilities	
2211 · Net Pension Liability	505,066.96
2900.0 · Deferred inflows of Resources	103,766.00
Total Long Term Liabilities	608,832.96
Total Liabilities	696,472.86
Equity	
33000 · Reserve for Contingencies	52,500.00
32000 · Unrestricted Net Assets	557,444.07
Net Income	174,364.24
Total Equity	784,308.31
TOTAL LIABILITIES & EQUITY	1,480,781.17

EXETER DISTRICT AMBULANCE

Profit & Loss Prev Year Comparison

July 2019 through June 2020

	Jul '19 - Jun 20	Jul '18 - Jun 19	\$ Change
Ordinary Income/Expense			
Income			
4010 · Services Revenue			
5030 · Other Charge Write-off	-1,763,308.88	-277,649.72	-1,485,659.16
5020 · Contractual Write-Off	-2,344,123.56	-5,901,625.94	3,557,502.38
4010-10 · Revenue Adjustment	-334,093.26	391,758.63	-725,851.89
4010 · Services Revenue - Other	6,397,004.64	7,577,075.79	-1,180,071.15
Total 4010 · Services Revenue	1,955,478.94	1,789,558.76	165,920.18
4015 · Bad Debt Recovery	7,526.78	8,496.77	-969.99
4020 · Miscellaneous Income			
4020-20 · Interest Income	39.39	3,093.54	-3,054.15
4020-40 · Other Income	16,105.94	24,884.47	-8,778.53
4020 · Miscellaneous Income - Other	151,541.52	384,762.21	-233,220.69
Total 4020 · Miscellaneous Income	167,686.85	412,740.22	-245,053.37
4030 · Tax Revenue	317,452.30	297,622.55	19,829.75
4040 · Overpayments	-12,046.13	-23,604.87	11,558.74
Total Income	2,436,098.74	2,484,813.43	-48,714.69
Cost of Goods Sold			
5040 · Bad Debt Expense	131,175.83	188,247.48	-57,071.65
Total COGS	131,175.83	188,247.48	-57,071.65
Gross Profit	2,304,922.91	2,296,565.95	8,356.96
Expense			
5050 · Refunds	87.38	358.82	-271.44
6805 · Special District Expenses	38,166.48	128,432.95	-90,266.47
6230 · Depreciation Expense	0.00	69,713.95	-69,713.95
5065 · Bank service charge	3,834.37	4,155.94	-321.57
6200 · Communications			
6200-10 · Dispatch	92,618.96	94,088.17	-1,469.21
6200-30 · Telephone	10,192.25	10,709.12	-516.87
6200 · Communications - Other	3,935.02	4,134.98	-199.96
Total 6200 · Communications	106,746.23	108,932.27	-2,186.04
6270 · Fines and Assessments	1,425.00	22,395.00	-20,970.00
6300 · Fuel & Oil	56,607.50	69,740.20	-13,132.70
6400 · Insurance			
6400-10 · General Liability Insurance	41,021.63	50,615.50	-9,593.87
6400-20 · Health Insurance	149,839.29	121,120.03	28,719.26
6400-40 · Worker's Compensation Insurance	42,139.93	31,618.60	10,521.33
6400-50 · AFLAC Insurance	1,399.21	-270.08	1,669.29
Total 6400 · Insurance	234,400.06	203,084.05	31,316.01
6500 · Maintenance			
6500-10 · Buildings and Grounds	7,792.95	6,253.68	1,539.27
6500-20 · Computers and Equipment	12,184.57	11,703.08	481.49
6500-30 · Vehicle Maintenance	84,262.15	74,630.35	9,631.80
Total 6500 · Maintenance	104,239.67	92,587.11	11,652.56
6510 · Memberships	970.00	1,024.00	-54.00
6520 · Miscellaneous	0.00	1,035.05	-1,035.05
6530 · Office Expense	24,178.23	17,516.96	6,661.27
6600 · Professional Services			
6600-50 · Billing Service	29,016.99	0.00	29,016.99
6600-40 · Consulting Services	499.00	5,988.00	-5,489.00
6600-10 · Accounting Services	38,813.75	38,762.50	51.25
6600-20 · Legal Services	12,237.65	18,483.80	-6,246.15
6600 · Professional Services - Other	12,000.00	13,680.00	-1,680.00
Total 6600 · Professional Services	92,567.39	76,914.30	15,653.09
6650 · Publications and Legal Notices	341.00	315.00	26.00
6700 · Payroll Expenses			
6700-50 · Pension Expense-GASB 68	700.00	97,864.00	-97,164.00
6700-20 · Regular Wages	1,200,857.31	1,169,621.69	31,235.62
6700-30 · Payroll Taxes	33,522.27	35,021.96	-1,499.69
6700-40 · PERS - Company Contribution	135,090.61	124,395.55	10,695.06
6700 · Payroll Expenses - Other	1,335.72	1,228.30	107.42
Total 6700 · Payroll Expenses	1,371,505.91	1,428,131.50	-56,625.59

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
 July 2019 through June 2020

	Jul '19 - Jun 20	Jul '18 - Jun 19	\$ Change
6800 · Rents	21,839.88	18,182.68	3,657.20
6810 · Service and Supplies			
6810-10 · Medical Supplies	45,658.36	64,737.56	-19,079.20
6810 · Service and Supplies - Other	685.00	825.00	-140.00
Total 6810 · Service and Supplies	46,343.36	65,562.56	-19,219.20
6820 · Training/Seminars and Supplies	3,082.56	4,871.62	-1,789.06
6830 · Travel and Transportation	0.00	0.00	0.00
6850 · Uniform Allowance	9,338.12	10,528.94	-1,190.82
6900 · Utilities			
6900-10 · Gas and Electric	13,186.31	9,272.00	3,914.31
6900-20 · Water and Sewer	1,699.22	1,453.01	246.21
Total 6900 · Utilities	14,885.53	10,725.01	4,160.52
Total Expense	2,130,558.67	2,334,207.91	-203,649.24
Net Ordinary Income	174,364.24	-37,641.96	212,006.20
Net Income	174,364.24	-37,641.96	212,006.20

EXETER DISTRICT AMBULANCE
Profit & Loss Budget vs. Actual
 July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4010 · Services Revenue			
5030 · Other Charge Write-off	-1,763,308.88	-332,010.00	-1,431,298.88
5020 · Contractual Write-Off	-2,344,123.56	-7,233,075.00	4,888,951.44
4010-10 · Revenue Adjustment	-334,093.26	379,440.00	-713,533.26
4010 · Services Revenue - Other	6,397,004.64	9,499,000.00	-3,101,995.36
Total 4010 · Services Revenue	1,955,478.94	2,313,355.00	-357,876.06
4015 · Bad Debt Recovery	7,526.78	6,000.00	1,526.78
4020 · Miscellaneous Income			
4020-20 · Interest Income	39.39	72.00	-32.61
4020-40 · Other Income	16,105.94	5,500.00	10,605.94
4020 · Miscellaneous Income - Other	151,541.52	40,000.00	111,541.52
Total 4020 · Miscellaneous Income	167,686.85	45,572.00	122,114.85
4030 · Tax Revenue	317,452.30	296,752.00	20,700.30
4040 · Overpayments	-12,046.13	-21,400.00	9,353.87
Total Income	2,436,098.74	2,640,279.00	-204,180.26
Cost of Goods Sold			
5040 · Bad Debt Expense	131,175.83	150,000.00	-18,824.17
Total COGS	131,175.83	150,000.00	-18,824.17
Gross Profit	2,304,922.91	2,490,279.00	-185,356.09
Expense			
5050 · Refunds	87.38		
6805 · Special District Expenses	38,166.48		
5065 · Bank service charge	3,834.37	3,280.00	554.37
6200 · Communications			
6200-10 · Dispatch	92,618.96	145,383.00	-52,764.04
6200-30 · Telephone	10,192.25	11,012.00	-819.75
6200 · Communications - Other	3,935.02	5,400.00	-1,464.98
Total 6200 · Communications	106,746.23	161,795.00	-55,048.77
6270 · Fines and Assessments	1,425.00	4,800.00	-3,375.00
6300 · Fuel & Oil	56,607.50	81,457.00	-24,849.50
6400 · Insurance			
6400-10 · General Liability Insurance	41,021.63	55,124.00	-14,102.37
6400-20 · Health Insurance	149,839.29	145,980.00	3,859.29
6400-40 · Worker's Compensation Insurance	42,139.93	62,443.00	-20,303.07
6400-50 · AFLAC Insurance	1,399.21		
Total 6400 · Insurance	234,400.06	263,547.00	-29,146.94
6500 · Maintenance			
6500-10 · Buildings and Grounds	7,792.95	8,640.00	-847.05
6500-20 · Computers and Equipment	12,184.57	13,200.00	-1,015.43
6500-30 · Vehicle Maintenance	84,262.15	85,000.00	-737.85
Total 6500 · Maintenance	104,239.67	106,840.00	-2,600.33
6510 · Memberships	970.00	3,600.00	-2,630.00
6520 · Miscellaneous	0.00		
6530 · Office Expense	24,178.23	18,150.00	6,028.23
6600 · Professional Services			
6600-50 · Billing Service	29,016.99		
6600-40 · Consulting Services	499.00	3,000.00	-2,501.00
6600-10 · Accounting Services	38,813.75	37,000.00	1,813.75
6600-20 · Legal Services	12,237.65	24,000.00	-11,762.35
6600 · Professional Services - Other	12,000.00	12,000.00	0.00
Total 6600 · Professional Services	92,567.39	76,000.00	16,567.39
6650 · Publications and Legal Notices	341.00	450.00	-109.00
6700 · Payroll Expenses			
6700-50 · Pension Expense-GASB 68	700.00		
6700-20 · Regular Wages	1,200,857.31	1,248,846.00	-47,988.69
6700-30 · Payroll Taxes	33,522.27	68,684.00	-35,161.73
6700-40 · PERS - Company Contribution	135,090.61	70,555.00	64,535.61
6700 · Payroll Expenses - Other	1,335.72	9,363.00	-8,027.28
Total 6700 · Payroll Expenses	1,371,505.91	1,397,448.00	-25,942.09
6800 · Rents	21,839.88	25,200.00	-3,360.12

EXETER DISTRICT AMBULANCE
Profit & Loss Budget vs. Actual
 July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget
6810 · Service and Supplies			
6810-10 · Medical Supplies	45,658.36	73,000.00	-27,341.64
6810 · Service and Supplies - Other	685.00	1,200.00	-515.00
Total 6810 · Service and Supplies	46,343.36	74,200.00	-27,856.64
6820 · Training/Seminars and Supplies	3,082.56	7,200.00	-4,117.44
6830 · Travel and Transportation	0.00	1,000.00	-1,000.00
6850 · Uniform Allowance	9,338.12	18,000.00	-8,661.88
6900 · Utilities			
6900-10 · Gas and Electric	13,186.31	12,000.00	1,186.31
6900-20 · Water and Sewer	1,699.22	1,740.00	-40.78
6900-30 · Utilities - Lindsay	0.00	2,100.00	-2,100.00
Total 6900 · Utilities	14,885.53	15,840.00	-954.47
Total Expense	2,130,558.67	2,258,807.00	-128,248.33
Net Ordinary Income	174,364.24	231,472.00	-57,107.76
Net Income	174,364.24	231,472.00	-57,107.76



EXETER DISTRICT AMBULANCE

302 E. Palm
Exeter, CA 93221

Phone: 559-594-5250

Fax: 559-592-2301

DISTRICT MANAGER'S REPORT

District Board Meeting August 31st, 2020

OPERATIONS

- Daily Call Summary through year-end 19/20
- By comparison with last year:

	Calls		Response		Response Ratio		Transports		Trans/Resp Ratio		Units per day		Trans/Unit/Day	
	18/19	19/20	18/19	19/20	18/19	19/20	18/19	19/20	18/19	19/20	18/19	19/20	18/19	19/20
July	458	391	350	347	76.42%	88.75%	257	272	73.43%	78.39%	3.26	3.20	2.54	2.74
August	433	427	400	379	92.38%	88.76%	272	300	68.00%	79.16%	3.23	3.26	2.72	2.97
September	392	374	363	327	92.60%	87.43%	268	249	73.83%	76.15%	3.13	3.13	2.85	2.65
October	371	347	340	317	91.64%	91.35%	255	255	75.00%	80.44%	3.13	3.23	2.63	2.63
November	350	306	326	280	93.14%	91.50%	239	205	73.31%	73.21%	3.20	3.17	2.49	2.16
December	334	349	311	318	93.11%	91.12%	239	216	76.85%	67.92%	3.06	3.13	2.52	2.23
January	353	387	327	336	92.63%	86.82%	253	240	77.37%	71.43%	3.10	3.32	2.63	2.33
February	373	357	349	325	93.57%	91.04%	264	222	75.64%	68.31%	3.14	3.34	3.00	2.29
March	435	364	394	317	90.57%	87.09%	307	196	77.92%	61.83%	3.23	3.32	3.07	1.90
April	422	324	378	291	89.57%	89.81%	283	175	74.87%	60.14%	3.10	2.79	3.04	2.09
May	402	339	345	303	85.82%	89.38%	257	197	74.49%	65.02%	3.16	3.00	2.62	2.12
June	351	376	310	343	88.32%	91.22%	230	218	74.19%	63.56%	3.10	3.30	2.47	2.20

	Calls		Response		Response Ratio		Transports		Trans/Resp Ratio		Units per day		Trans/Unit/Day	
	19/20	20/21	19/20	20/21	19/20	20/21	19/20	20/21	19/20	20/21	19/20	20/21	19/20	20/21
July	391	374	347	339	88.75%	90.64%	272	236	78.39%	69.62%	3.20	2.93	2.74	2.60
August	427		379		88.76%		300		79.16%		3.26		2.97	
September	374		327		87.43%		249		76.15%		3.13		2.65	
October	347		317		91.35%		255		80.44%		3.23		2.63	
November	306		280		91.50%		205		73.21%		3.17		2.16	
December	349		318		91.12%		216		67.92%		3.13		2.23	
January	387		336		86.82%		240		71.43%		3.32		2.33	
February	357		325		91.04%		222		68.31%		3.34		2.29	
March	364		317		87.09%		196		61.83%		3.32		1.90	
April	324		291		89.81%		175		60.14%		2.79		2.09	
May	339		303		89.38%		197		65.02%		3.00		2.12	
June	376		343		91.22%		218		63.56%		3.30		2.20	

- Staffing
 - We still have one Medic out with a long term injury.
 - We are fully staffed for Full Time Medics and EMTs.
 - We have 4 Per Diem Medics, and 5 Per Diem EMTs.
- Vehicles and Communications Equipment
 - Unit 210 is out of service and will be decommissioned.
 - Unit 211 requires a new motor. All other units are operational and available.
 - Unit 310 is out of service due to transmission issues. This is under warranty and we are awaiting Ford authorization for the replacement.



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- Unit 11 was involved in a minor accident on Wednesday 08/26/2020 and is at the body shop awaiting insurance clearance for some body work. Estimated availability is Wednesday 09/02/2020. Expense should be covered by insurance of the other party involved that caused the accident.

OPERATIONAL PERFORMANCE

As shown in the chart above, EDA has experienced a significant drop in Call and Transport volume since late March. This has translated into a serious reduction in revenues realized in June to the present as a result in the average 70-day payment cycle from the insurance providers. Some of these losses have been offset by Federal DHS stimulus funds, although our “losses” are significantly higher than what we have received in support. We have also spent almost \$5,000 in additional expenses specifically due to COVID-19 and anticipate a further \$2,500 expenditure by the end of the calendar year. To that end, the District Manager was able to secure a \$7,900 grant from State Fund to cover that total expense.

EDA has also experienced several unexpected vehicle repairs, largely due to the extreme high temperatures in July, the largest of which was a \$6,300 transmission replacement. The rest were mostly related to air conditioning systems and other minor repairs.

In late June, we were notified that our Worker’s Compensation insurance carrier was going to dramatically increase our premium due to a significant change in our experience modifier last year. In total, our annual premium rose from \$47,000 to \$113,000, with the first premium payment due in July. While all attempts were made to find a different carrier, who could offer a significantly lower rate, none were found and we were forced to renew at the new rate.

As a result of a dramatically reduced revenue stream and increased expenses, we were forced to temporarily reduce the average work week for all Full-Time employees. The work week was lowered from an average of 56 scheduled hours to 48 scheduled hours, with a corresponding drop of available rigs from 3 to 2 on 4 days of the week. This would also have the effect of lowering overtime hours to some degree. Recent numbers show that this has had the desired effect of at least allowing us to make up for the increase in Worker’s Comp premiums, if not more.

With the slow return to near-normal call and transport volumes, EDA is now examining a return to the normal 56 hour scheduled work week. Implementation of this return is dependent on continued increases in call and transport volumes, plus a level of confidence that this will be maintained through the remainder of the year.

EDA is currently undergoing the annual GEMT audit, as well as the State Fund Payroll audit at this time.

EDA is working with TCCAD and SSM to revise some of the posting plan. Since AAV has opted not to support the county-wide posting plan, this has caused the frequency of “low-county levels” to dramatically increase, meaning crews are being posted road-side in 100 degree heat or higher. Our



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vehicles cannot sustain more than a 5-degree cooling differential at those temperatures and so we will need to adjust how low-county level posting works. In addition, several other changes are being sought including the elimination of 198/196 as a low-county-level post, and a return to shared backfill of Lindsay during normal operation.

SCHEDULING

Due to COVID-19 and EDA's revenue reduction, we adjusted the average weekly scheduled hours from 56 to 48. This was made possible by shifting to an entirely Fixed-Day schedule. While the reduced hours caused concern, the advent of the Fixed Day schedule was well received. The return to the normal 56-hour week will be based on this new Fixed Day schedule. It is anticipated that we could return to the normal hours by 09/13/2020. This new schedule can technically be fully covered by existing Full-Time staff, leaving the Per Diems to only cover for vacations and sick time, while maintaining 3 units on every day.

We have also reduced from 3 Shift Leads down to 2. There is no current plan to replace the 3rd Shift Lead position.

COMPLIANCE

We are awaiting data for the February and July compliance figures. As yet, the compliance review is not complete and CCEMSA has stated that they are suspending compliance tracking due to COVID-19.

	Zone 5 (Exeter) Metro, Priority 1 and 2 only							
Quarter	Q3 2019			Q4 2019			Q1 2020	
Month	July	August	September	October	November	December	January	February
Compliance	98.91%	100.00%	94.62%	97.84%	97.26%	98.90%	97.39%	

THREE RIVERS COMMUNITY SOLUTION

No change for Three Rivers.

We continue to use Woodlake as our primary rural station, shared with AAV. For the most part, we appear to be able to cover the same area as before without apparently increasing our late call numbers significantly. This will still need to be researched in detail for ALL calls in the rural area, and specifically for Three Rivers.

SYSTEM STATUS MANAGEMENT

The Posting and dispatch plans have changed significantly. Now that we have had several months of the new reality of COVID-19 and no AAV for county coverage, we are able to re-examine the situation and adjust the SSM plan. Unfortunately, getting a meeting together is now increasingly difficult due to scheduling issues. All providers are understaffed for various reasons, including the need to send out crews to assist in Fire emergencies across the state.