



AGENDA
Exeter District Ambulance
Governing Board
REGULAR MEETING

302 E. Palm St., Exeter, CA 93221
 Monday, January 28, 2019, 5:30pm
 District Office Meeting Room

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

The Exeter District Ambulance Board of Director 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. All attendees are advised that pagers, cell phones, and any other communication devices should be powered off upon entering the Board meeting. The Board may consider and act on an agenda item in any order it deems appropriate. Actual timed items may be heard later but not before the time set on agenda. Persons interested in an item listed on the agenda are advised to be present throughout the meeting to ensure their presence when the item is called.

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 November 26, 2018
- B. Approval of Collections/Write Offs - Nov & Dec 2018

PUBLIC HEARINGS

- None

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. Expansion of Woodlake Operations
 - 1. Woodlake status and plan
- B. Collection Agency review
 - 1. Report on status of survey of available agencies

NEW BUSINESS

A. Reports from District Accountant (informational only)

1. Monthly Income Statement: December 2018
2. Profit and Loss Summary: December 2018

B. Lindsay Post

1. Approval of Lease agreement for new Lindsay post at 246 E Honolulu.

C. Cardiac Monitor replacement program

1. Approval of plan to replace existing LifePak 12 with ZOLL E Series

D. Part Time billing support

1. Approval for creation of Part Time Biller position and ad hoc hours

E. ESO Software subscription

1. Approval of annual commitment \$1,495 for ESO software subscription

F. Contract Grant Writer

1. Approval to contract a qualified grant writer on retainer for one month

G. Budget cycle and planning for FY 2019/2020

1. Discussion of approach and timeline

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 five (5) minutes.

CLOSED SESSION

A. Employee Performance Evaluation

Title: District Manager

B. Labor negotiation and MOU Vacation limits

1. Discussion of special cases

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

ADJOURNMENT

Next Regular Meeting: February 25, 2019 or TBD

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
SPECIAL MEETING

District Office Meeting Room
 302 E. Palm St., Exeter, CA 93221
 Monday, November 26th, 2018, 5:00pm

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

Present Adam Pfenning (AP), Tony Miller (TM), Diana Mendez (DM),
Also Present District Counsel Hilda Montoy (HM), District Manager Peter Sodhy (PS),

OPENING

- Call to Order – Mr. Pfenning at 5:29pm
- Roll Call – Mr. Pfenning
- Pledge of Allegiance – Mr. Pfenning

AGENDA APPROVAL

A motion was made (DM) and seconded (TM). 3-0-2.

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

1. No comments from the public

CONSENT CALENDAR

A. Approval of Meeting Minutes for Regular Meeting of November, 2018

A motion was made (DM) and seconded (TM). 3-0-2.

PUBLIC HEARINGS

- None

UNFINISHED BUSINESS

A. Expansion of Woodlake Operations

HM recommended the decision should be in the form of a resolution. Motion made (DM) and seconded (TM). 3-0-2. Secretary (DM) signed the resolution.

NEW BUSINESS

A. Approval of Memorandum of Understanding Between Exeter District Ambulance and Teamsters Local #517 (Creamery Employees & Drivers, Public, Professional and Medical Employees)

HM reported that the union vote was taken that very afternoon and was overwhelmingly in favor. The effective date is set as Dec 1st, 2018. A motion was made (DM) and seconded (AP). Motion carried 2-1-2.

A. Report from District Accountant

In the absence of the Accountant, the District Manager presented the financials as produced by the District Accountant. The main highlight is that we have not yet tapped into the Money Market funds and we are hopeful that the Tax Revenues will arrive before that need arises.

B. Lindsay Post

We have begun the search for a new location for our Lindsay post. In the meantime, we have received an offer from Imperial to share their Lindsay station should we be unable to secure one before January 7th in the near term.

BOARD MEMBER REPORTS AND REQUESTS FOR AGENDA ITEMS

A. Survey of Collections agencies

AP suggested this might be an appropriate time to open a comparative survey of Collections agencies to determine if EDA should sign with a new agency. It was suggested that the Sanger Fire department uses a very effective service and the Chief might be able to make some recommendations. This will be added to the next agenda.

B. Possible difficulty attending meetings

AP noted that in the new year, with his additional responsibilities, he may have difficulty regularly attending board meetings. HM agreed to follow up with the county on new board appointments.

REPORTS FROM THE DISTRICT MANAGER (INFORMATIONAL ONLY)

PS reported that October and November were tough months for staffing due to crew illness and injury. We have still managed to keep 3 rigs running throughout that period. Employee reviews are still in progress.

Significantly, we still do not have official word on our real compliance statistics from August 2018 through November 2018 as this data has still not been propagated to CCEMSA's Vista system. It is our belief, based on daily reports, that we should be in compliance, but until the formal numbers are available, we remain unsure.

We continue to make slow progress towards implementing the solo ALS solution for Three Rivers. Thus far, several local groups have shown support for the plan with no real dissenting voices. We are working with CCEMSA to confirm that the clock will stop on ALS arrival. This is a significant requirement for the Tulare County Provider's Association to officially sanction this program.

PUBLIC COMMENT REGARDING CLOSED SESSION

A. No public comments

CLOSED SESSION

A. No closed session

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

No reportable actions

ADJOURNMENT

The board agreed to hold the December 17 date open but only have a meeting if there were decisions that were time-sensitive. Otherwise it was agreed the next meeting would be in January.

Motion to adjourn (TM) seconded (DM) at 7:02pm. 3-0-2.

Next Regular Meeting: December 17, 2018

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: November 26th, 2018

Diana Mendez
Board Secretary

Balance Sheet

As of December 31, 2018

	Dec 31, 18
ASSETS	
Current Assets	
Checking/Savings	
1004 · Bank of Sierra Checking	115,058.15
1006 · Bank of Sierra Money Market	70,936.29
1005 · LAIF	168,700.09
1030 · Petty Cash	150.00
Total Checking/Savings	354,844.53
Accounts Receivable	
1200 · Account Receivable	286,773.17
1210 · Allowance for Bad Debt	-60,000.00
Total Accounts Receivable	226,773.17
Other Current Assets	
1260 · Other Receivables	-13,957.79
1200-05 · Accrued Interest	800.49
1400 · Prepaid Expenses	7,268.48
Total Other Current Assets	-5,888.82
Total Current Assets	575,728.88
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	-1,011,336.71
Total Fixed Assets	450,815.27
Other Assets	
1700.0 · Deferred Outflows of Resources	226,317.70
Total Other Assets	226,317.70
TOTAL ASSETS	1,252,861.85
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	47,049.11
Total Accounts Payable	47,049.11
Other Current Liabilities	
2160 · Accrued Expenses	23,264.70
2100 · Payroll Liabilities	
2100-10 · California PR Taxes	-4.71
2100-20 · Federal PR Taxes	533.26
2100-30 · CalPERS	2,299.45
2100-50 · Union Dues	81.00
2100 · Payroll Liabilities - Other	292.24
Total 2100 · Payroll Liabilities	3,201.24
2150 · Accrued Vacation, Sick Pay	29,696.35
Total Other Current Liabilities	56,162.29

EXETER DISTRICT AMBULANCE

Balance Sheet

As of December 31, 2018

	Dec 31, 18
Total Current Liabilities	103,211.40
Long Term Liabilities	
2211 · Net Pension Liability	569,451.96
2900.0 · Deferred inflows of Resources	77,753.00
Total Long Term Liabilities	647,204.96
Total Liabilities	750,416.36
Equity	
33000 · Reserve for Contingencies	52,500.00
32000 · Unrestricted Net Assets	502,361.48
Net Income	-52,415.99
Total Equity	502,445.49
TOTAL LIABILITIES & EQUITY	1,252,861.85

EXETER DISTRICT AMBULANCE

01/15/19

Profit & Loss

Accrual Basis

July through December 2018

	Jul - Dec 18
Ordinary Income/Expense	
Income	
4010 · Services Revenue	
5030 · Other Charge Write-off	-117,494.29
5020 · Contractual Write-Off	-2,919,206.91
4010-10 · Revenue Adjustment	226,758.36
4010 · Services Revenue - Other	3,693,040.32
Total 4010 · Services Revenue	883,097.48
4015 · Bad Debt Recovery	4,538.69
4020 · Miscellaneous Income	
4020-20 · Interest Income	39.17
4020-40 · Other Income	40,432.79
Total 4020 · Miscellaneous Income	40,471.96
4030 · Tax Revenue	134,666.34
4040 · Overpayments	-5,922.87
Total Income	1,056,851.60
Cost of Goods Sold	
5040 · Bad Debt Expense	65,096.53
Total COGS	65,096.53
Gross Profit	991,755.07
Expense	
5050 · Refunds	358.82
5065 · Bank service charge	2,150.10
6200 · Communications	
6200-10 · Dispatch	46,200.00
6200-30 · Telephone	5,279.72
6200 · Communications - Other	1,648.77
Total 6200 · Communications	53,128.49
6270 · Fines and Assessments	22,395.00
6300 · Fuel & Oil	34,753.00
6400 · Insurance	
6400-10 · General Liability Insurance	24,616.00
6400-20 · Health Insurance	51,756.33
6400-40 · Worker's Compensation Insurance	12,385.68
6400-50 · AFLAC Insurance	15.60
Total 6400 · Insurance	88,773.61
6500 · Maintenance	
6500-10 · Buildings and Grounds	3,300.52
6500-20 · Computers and Equipment	7,739.77
6500-30 · Vehicle Maintenance	70,468.31
Total 6500 · Maintenance	81,508.60
6510 · Memberships	664.00
6520 · Miscellaneous	0.00
6530 · Office Expense	8,846.28
6600 · Professional Services	
6600-40 · Consulting Services	2,994.00
6600-10 · Accounting Services	28,452.50
6600-20 · Legal Services	17,393.80
6600 · Professional Services - Other	7,680.00
Total 6600 · Professional Services	56,520.30
6650 · Publications and Legal Notices	315.00
6700 · Payroll Expenses	
6700-20 · Regular Wages	575,624.59

Profit & Loss

July through December 2018

	Jul - Dec 18
6700-30 · Payroll Taxes	14,967.43
6700-40 · PERS - Company Contribution	59,533.32
6700 · Payroll Expenses - Other	615.10
Total 6700 · Payroll Expenses	650,740.44
6800 · Rents	8,024.24
6810 · Service and Supplies	
6810-10 · Medical Supplies	26,414.41
6810 · Service and Supplies - Other	340.00
Total 6810 · Service and Supplies	26,754.41
6820 · Training/Seminars and Supplies	340.00
6830 · Travel and Transportation	0.00
6850 · Uniform Allowance	3,501.25
6900 · Utilities	
6900-10 · Gas and Electric	4,661.65
6900-20 · Water and Sewer	735.87
Total 6900 · Utilities	5,397.52
Total Expense	1,044,171.06
Net Ordinary Income	-52,415.99
Net Income	-52,415.99

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through December 2018

	<u>Jul - Dec 18</u>	<u>Jul - Dec 17</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
4010 · Services Revenue			
5030 · Other Charge Write-off	-117,494.29	-195,130.88	77,636.59
5020 · Contractual Write-Off	-2,919,206.91	-3,164,740.22	245,533.31
4010-10 · Revenue Adjustment	226,758.36	223,331.60	3,426.76
4010 · Services Revenue - Other	3,693,040.32	4,151,053.66	-458,013.34
Total 4010 · Services Revenue	<u>883,097.48</u>	<u>1,014,514.16</u>	<u>-131,416.68</u>
4015 · Bad Debt Recovery	4,538.69	4,040.32	498.37
4020 · Miscellaneous Income			
4020-20 · Interest Income	39.17	280.73	-241.56
4020-40 · Other Income	40,432.79	65,701.83	-25,269.04
Total 4020 · Miscellaneous Income	<u>40,471.96</u>	<u>65,982.56</u>	<u>-25,510.60</u>
4030 · Tax Revenue	134,666.34	131,364.19	3,302.15
4040 · Overpayments	-5,922.87	-9,227.27	3,304.40
Total Income	<u>1,056,851.60</u>	<u>1,206,673.96</u>	<u>-149,822.36</u>
Cost of Goods Sold			
5040 · Bad Debt Expense	65,096.53	85,988.64	-20,892.11
Total COGS	<u>65,096.53</u>	<u>85,988.64</u>	<u>-20,892.11</u>
Gross Profit	<u>991,755.07</u>	<u>1,120,685.32</u>	<u>-128,930.25</u>
Expense			
5050 · Refunds	358.82	0.00	358.82
5065 · Bank service charge	2,150.10	1,655.39	494.71
6200 · Communications			
6200-10 · Dispatch	46,200.00	46,816.00	-616.00
6200-30 · Telephone	5,279.72	4,560.12	719.60
6200 · Communications - Other	1,648.77	1,320.72	328.05
Total 6200 · Communications	<u>53,128.49</u>	<u>52,696.84</u>	<u>431.65</u>
6270 · Fines and Assessments	22,395.00	785.00	21,610.00
6300 · Fuel & Oil	34,753.00	34,007.08	745.92
6400 · Insurance			
6400-10 · General Liability Insurance	24,616.00	21,667.25	2,948.75
6400-20 · Health Insurance	51,756.33	43,165.46	8,590.87
6400-40 · Worker's Compensation Insurance	12,385.68	27,416.05	-15,030.37
6400-50 · AFLAC Insurance	15.60	-233.25	248.85
Total 6400 · Insurance	<u>88,773.61</u>	<u>92,015.51</u>	<u>-3,241.90</u>
6450 · Interest Expense	0.00	9.13	-9.13
6500 · Maintenance			
6500-10 · Buildings and Grounds	3,300.52	3,622.85	-322.33
6500-20 · Computers and Equipment	7,739.77	10,957.59	-3,217.82
6500-30 · Vehicle Maintenance	70,468.31	65,963.67	4,504.64
Total 6500 · Maintenance	<u>81,508.60</u>	<u>80,544.11</u>	<u>964.49</u>
6510 · Memberships	664.00	490.00	174.00
6520 · Miscellaneous	0.00	0.00	0.00

EXETER DISTRICT AMBULANCE
Profit & Loss Prev Year Comparison
July through December 2018

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	<u>Jul - Dec 18</u>	<u>Jul - Dec 17</u>	<u>\$ Change</u>
6530 · Office Expense	8,846.28	8,573.56	272.72
6600 · Professional Services			
6600-40 · Consulting Services	2,994.00	9,494.00	-6,500.00
6600-10 · Accounting Services	28,452.50	23,131.75	5,320.75
6600-20 · Legal Services	17,393.80	14,025.00	3,368.80
6600 · Professional Services - Other	7,680.00	6,000.00	1,680.00
Total 6600 · Professional Services	56,520.30	52,650.75	3,869.55
6650 · Publications and Legal Notices	315.00	307.50	7.50
6700 · Payroll Expenses			
6700-20 · Regular Wages	575,624.59	545,475.40	30,149.19
6700-30 · Payroll Taxes	14,967.43	16,410.20	-1,442.77
6700-40 · PERS - Company Contribution	59,533.32	55,821.15	3,712.17
6700 · Payroll Expenses - Other	615.10	6,802.79	-6,187.69
Total 6700 · Payroll Expenses	650,740.44	624,509.54	26,230.90
6800 · Rents	8,024.24	8,692.45	-668.21
6810 · Service and Supplies			
6810-10 · Medical Supplies	26,414.41	36,368.17	-9,953.76
6810 · Service and Supplies - Other	340.00	1,040.00	-700.00
Total 6810 · Service and Supplies	26,754.41	37,408.17	-10,653.76
6820 · Training/Seminars and Supplies	340.00	212.00	128.00
6830 · Travel and Transportation	0.00	0.00	0.00
6850 · Uniform Allowance	3,501.25	3,819.55	-318.30
6900 · Utilities			
6900-10 · Gas and Electric	4,661.65	3,822.87	838.78
6900-20 · Water and Sewer	735.87	642.00	93.87
6900 · Utilities - Other	0.00	799.95	-799.95
Total 6900 · Utilities	5,397.52	5,264.82	132.70
Total Expense	1,044,171.06	1,003,641.40	40,529.66
Net Ordinary Income	-52,415.99	117,043.92	-169,459.91
Net Income	<u>-52,415.99</u>	<u>117,043.92</u>	<u>-169,459.91</u>

EXETER DISTRICT AMBULANCE

1/15/2019 5:05 PM

Register: 1004 · Bank of Sierra Checking

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From 12/01/2018 through 12/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2018			12000 · *Undeposited ...	Deposit		X	100.00	-577.39
12/03/2018			12000 · *Undeposited ...	Deposit		X	25.00	-552.39
12/03/2018			12000 · *Undeposited ...	Deposit		X	50.00	-502.39
12/03/2018			12000 · *Undeposited ...	Deposit		X	50.00	-452.39
12/03/2018	EFT	United States Treasury	-split-	94-2484636	5,313.14	X		-5,765.53
12/03/2018	EFT	EDD	-split-	499-0397-4	1,690.70	X		-7,456.23
12/03/2018	EFT	ADT Security Service	6500 · Maintenance:65...		131.11	X		-7,587.34
12/04/2018			12000 · *Undeposited ...	Deposit		X	177.75	-7,409.59
12/04/2018	8163	Tulare County Tax C...	6510 · Memberships	VOID: License...		X		-7,409.59
12/05/2018	EFT	CA Public Employee...	-split-	1894	3,294.14	X		-10,703.73
12/05/2018	EFT	Intuit Payment Soluti...	6530 · Office Expense	ORDER OF C...	304.91	X		-11,008.64
12/06/2018			12000 · *Undeposited ...	Deposit		X	11,565.59	556.95
12/06/2018			4020 · Miscellaneous I...	Deposit		X	700.00	1,256.95
12/06/2018			12000 · *Undeposited ...	Deposit		X	5,297.76	6,554.71
12/07/2018			12000 · *Undeposited ...	Deposit		X	13,964.65	20,519.36
12/07/2018			12000 · *Undeposited ...	Deposit		X	50.00	20,569.36
12/07/2018			12000 · *Undeposited ...	Deposit		X	1,870.40	22,439.76
12/10/2018			12000 · *Undeposited ...	Deposit		X	100.00	22,539.76
12/10/2018	EFT	State Compensation I...	6400 · Insurance:6400-...	Policy # 91367...	3,394.33	X		19,145.43
12/10/2018	8164	Pitney Bowes Global...	6530 · Office Expense	Lease Acct. # 0...	6.22	X		19,139.21
12/10/2018	8165	Select Business Syste...	6530 · Office Expense	Acct.# 203167	132.53	X		19,006.68
12/10/2018	8166	Frontier Communicat...	6200 · Communication...	Acct# 559-594-...	334.72	X		18,671.96
12/10/2018	8167	Fox Interpreting	6810 · Service and Sup...	Inv. #23683	35.00	X		18,636.96
12/10/2018	8168	Jack Griggs, Inc.	6300 · Fuel & Oil	Acct. 01-32460	575.20	X		18,061.76
12/10/2018	8169	City of Exeter	-split-	Acct.# 109-001...	110.22	X		17,951.54
12/10/2018	8170	Air Mobile Commun...	6500 · Maintenance:65...	Inv.# 32217	59.11	X		17,892.43
12/10/2018	8171	TF Tire & Service	-split-	Acct No. 5470	25.00	X		17,867.43
12/10/2018	8172	SoCalGas	6900 · Utilities:6900-1...	Acct# 142 616 ...	74.75	X		17,792.68
12/10/2018	8173	SoCalGas	6900 · Utilities:6900-1...	Acct# 146 816 ...	27.31	X		17,765.37
12/10/2018	8174	Bound Tree Medical,...	6810 · Service and Sup...	Account # 202...	209.02	X		17,556.35
12/10/2018	8175	Cortex EDI, Inc.	6530 · Office Expense	Acct.# 45231	70.00	X		17,486.35
12/10/2018	8176	Adam Johnson	-split-	Misc. Reimbur...	53.56	X		17,432.79
12/10/2018	8177	Exeter Mercantile	-split-	Customer No. ...	41.95	X		17,390.84
12/10/2018	8178	Monarch Ford	-split-	Cust # 6085	3,406.54	X		13,984.30
12/10/2018	8179	Tulare County Cons. ...	-split-	Inv.# 12-06 & ...	7,920.00	X		6,064.30
12/10/2018	8180	Pacific Employers	6510 · Memberships	Inv.# 00054381	180.00	X		5,884.30
12/10/2018	8181	EMD, Networking S...	6500 · Maintenance:65...	Inv.# 89211	261.25	X		5,623.05
12/10/2018	8182	Alberto Gomez	-split-	November 201...	120.00	X		5,503.05
12/10/2018	8183	AFLAC	6400 · Insurance:6400-...	Acct. # HU631	281.62	X		5,221.43
12/10/2018	8184	Beatwear	-split-	Inv. # 5460, 54...	189.86	X		5,031.57

EXETER DISTRICT AMBULANCE

1/15/2019 5:05 PM

Register: 1004 · Bank of Sierra Checking

13

From 12/01/2018 through 12/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/10/2018	8185	Valley Pacific Petrol...	6300 · Fuel & Oil	Acct. 71166	2,371.65	X		2,659.92
12/10/2018	8186	Guardian EMS	-split-	Cust ID# 338738	1,249.40	X		1,410.52
12/10/2018	8187	Fresno Oxygen	-split-	Account # 25295	526.80	X		883.72
12/10/2018	8188	County of Tulare- Ge...	6800 · Rents	Inv.# 019222	1,146.32	X		-262.60
12/11/2018			12000 · *Undeposited ...	Deposit		X	13,597.92	13,335.32
12/11/2018		QuickBooks Payroll ...	6700 · Payroll Expenses	Created by Dir...	1.60	X		13,333.72
12/12/2018	EFT	Misty Handley Ck#8...	6520 · Miscellaneous	The bank credit...		X	117.54	13,451.26
12/12/2018	DD	Chadi Kahwaji Incor...	6600 · Professional Ser...	Inv.# 44	1,000.00	X		12,451.26
12/12/2018	8191	Commercial Trade, I...	5040 · Bad Debt Expen...	Inv.# 101500	453.19	X		11,998.07
12/12/2018	8192	Charter Communicati...	6200 · Communications	Acct.# 8203 12...	103.19	X		11,894.88
12/12/2018	8193	Petty Cash	-split-	Reimb. to Petty...	118.50	X		11,776.38
12/12/2018	EFT		1006 · Bank of Sierra ...	Transfer from ...		X	30,000.00	41,776.38
12/13/2018			12000 · *Undeposited ...	Deposit		X	8,498.96	50,275.34
12/13/2018		QuickBooks Payroll ...	-split-	Created by Pay...	11,202.24	X		39,073.10
12/13/2018		QuickBooks Payroll ...	-split-	Created by Pay...	21,680.87	X		17,392.23
12/14/2018			12000 · *Undeposited ...	Deposit		X	6,417.54	23,809.77
12/14/2018			12000 · *Undeposited ...	Deposit		X	20.00	23,829.77
12/14/2018			12000 · *Undeposited ...	Deposit		X	106.95	23,936.72
12/14/2018			12000 · *Undeposited ...	Deposit		X	3,712.77	27,649.49
12/14/2018	8189	Teamsters Local 517	2100 · Payroll Liabiliti...		1,195.00	X		26,454.49
12/14/2018	8190	CA State Disburseme...	-split-	ID#200000001...	11.88	X		26,442.61
12/14/2018	DD	Banuelos, Peter	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Blair, Paul B.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Caezza, Anthony J	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Garcia, Jesse C.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Garcia, Tony	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Gray, Cresencia M	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Huckins, Anthony L.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Hutchinson, Jillian R	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Johnson, Adam E.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Johnson, Travis J	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Jones, Steven W.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Lester, Savannah B	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Lindsey, Michael T	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	McCoy, Brian R.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Miller, Linda M.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Ray, Allen D	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Ruiz Rodriguez, Mic...	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Sodhy, Peter K.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Thomas, Jeremy J.	-split-	Direct Deposit		X		26,442.61

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/14/2018	DD	Banuelos, Peter	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Blair, Paul B.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Caezza, Anthony J	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Garcia, Jesse C.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Garcia, Tony	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Gray, Cresencia M	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Handley, Misty B.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Huckins, Anthony L.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Hutchinson, Jillian R	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Johnson, Adam E.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Johnson, Travis J	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Jones, Steven W.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Lester, Savannah B	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Lindsey, Michael T	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	McCoy, Brian R.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Meraz, Ricky V	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Miller, Linda M.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Ray, Allen D	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Ruiz Rodriguez, Mic...	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Sodhy, Peter K.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Stahl, Timothy B.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Thomas, Jeremy J.	-split-	Direct Deposit		X		26,442.61
12/14/2018	DD	Young, Devin J	-split-	Direct Deposit		X		26,442.61
12/17/2018			12000 · *Undeposited ...	Deposit		X	800.00	27,242.61
12/17/2018			12000 · *Undeposited ...	Deposit		X	135.60	27,378.21
12/17/2018			12000 · *Undeposited ...	Deposit		X	50.00	27,428.21
12/17/2018	EFT	United States Treasury	-split-	94-2484636	4,478.32	X		22,949.89
12/17/2018	EFT	EDD	-split-	499-0397-4	1,174.15	X		21,775.74
12/18/2018			12000 · *Undeposited ...	Deposit		X	6,730.35	28,506.09
12/18/2018			12000 · *Undeposited ...	Deposit		X	50.00	28,556.09
12/18/2018			12000 · *Undeposited ...	Deposit		X	584.00	29,140.09
12/18/2018			12000 · *Undeposited ...	Deposit		X	50.00	29,190.09
12/18/2018			12000 · *Undeposited ...	Deposit		X	4,180.85	33,370.94
12/18/2018			12000 · *Undeposited ...	Deposit		X	473.97	33,844.91
12/18/2018	EFT	CA Public Employee...	-split-	1894	1,630.67	X		32,214.24
12/18/2018	EFT	CA Public Employee...	-split-	1894	1,774.77	X		30,439.47
12/18/2018	EFT	Nsure Inc	6600 · Professional Ser...		499.00	X		29,940.47
12/20/2018			12000 · *Undeposited ...	Deposit		X	2,267.07	32,207.54
12/20/2018			12000 · *Undeposited ...	Deposit		X	100.00	32,307.54
12/20/2018			12000 · *Undeposited ...	Deposit		X	1,809.84	34,117.38

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/20/2018			12000 · *Undeposited ...	Deposit		X	150.00	34,267.38
12/20/2018			12000 · *Undeposited ...	Deposit		X	100.00	34,367.38
12/20/2018			4020 · Miscellaneous I...	Deposit		X	30.00	34,397.38
12/20/2018			12000 · *Undeposited ...	Deposit		X	75.00	34,472.38
12/20/2018			12000 · *Undeposited ...	Deposit		X	50.00	34,522.38
12/21/2018			12000 · *Undeposited ...	Deposit		X	3,947.68	38,470.06
12/21/2018			12000 · *Undeposited ...	Deposit		X	50.00	38,520.06
12/21/2018	EFT	CalPERS	-split-	ID# 3797238839	7,819.07	X		30,700.99
12/26/2018			12000 · *Undeposited ...	Deposit		X	8,407.20	39,108.19
12/26/2018			12000 · *Undeposited ...	Deposit		X	100.00	39,208.19
12/26/2018			12000 · *Undeposited ...	Deposit		X	6,825.32	46,033.51
12/26/2018			12000 · *Undeposited ...	Deposit		X	357.40	46,390.91
12/26/2018	8194	Bound Tree Medical,...	-split-	Account # 202...	289.82			46,101.09
12/26/2018	8195	Valley Pacific Petrol...	6300 · Fuel & Oil	Acct. 71166	2,318.88			43,782.21
12/26/2018	8196	CenCal Distributing I...	-split-	Monthly Water	58.00			43,724.21
12/26/2018	8197	The Diesel Doctor	-split-	Inv.# 42892	747.38			42,976.83
12/26/2018	8198	Palm Occupational ...	6810 · Service and Sup...	Inv.# 150755	20.00			42,956.83
12/26/2018	8199	Debra Hood, CPA	-split-	November 201...	2,000.00			40,956.83
12/26/2018	8200	Montoy Law Corp.	6600 · Professional Ser...	Client# 9036	3,210.00			37,746.83
12/26/2018	8201	TF Tire & Service	-split-	Acct No. 5470	496.69	X		37,250.14
12/26/2018	8202	Idea Printing & Grap...	6530 · Office Expense	Acct. #2095	276.68			36,973.46
12/26/2018	8203	Ambulance Pro Asso...	-split-	Inv. # 549 & 553	17,030.00			19,943.46
12/26/2018	8204	Staples Credit Plan	-split-	Acct. No. 6011...	139.40			19,804.06
12/26/2018	8205	HealthNet Medi-Cal	4040 · Overpayments	Call # T-19218	154.31			19,649.75
12/26/2018	8206	M. Green & Compan...	6600 · Professional Ser...	Inv. # 128800	18,952.50			697.25
12/26/2018	8207	Monarch Ford	-split-	Cust # 6085	5.00			692.25
12/26/2018	8208	Lady Bug Pest Control	6500 · Maintenance:65...	LB3066	30.00			662.25
12/26/2018	8209	Fresno Oxygen	-split-	Account # 25295	113.07			549.18
12/26/2018	8210	Southern California ...	6900 · Utilities:6900-1...	Cust Acct# 2-1...	175.56			373.62
12/26/2018	8211	Southern California ...	6900 · Utilities:6900-1...	Cust Acct# 2-0...	160.21			213.41
12/26/2018	8212	U.S Bank National A...	6530 · Office Expense	Acct. # 4246 0...	79.95			133.46
12/26/2018	8213	County of Tulare- Ge...	6800 · Rents	Inv.# 019268	1,146.32			-1,012.86
12/26/2018	8214	EMD, Networking S...	6500 · Maintenance:65...	Inv.# 89893	95.00			-1,107.86
12/26/2018	8215	Charter Communicati...	6200 · Communications	Acct.# 8203 12...	189.55			-1,297.41
12/27/2018			12000 · *Undeposited ...	Deposit		X	25.00	-1,272.41
12/27/2018		QuickBooks Payroll ...	-split-	Created by Pay...	33,050.15	X		-34,322.56
12/28/2018			12000 · *Undeposited ...	Deposit		X	3,839.12	-30,483.44
12/28/2018			12000 · *Undeposited ...	Deposit		X	50.00	-30,433.44
12/28/2018			12000 · *Undeposited ...	Deposit		X	200.00	-30,233.44
12/28/2018			12000 · *Undeposited ...	Deposit		X	25.00	-30,208.44

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/28/2018			4030 · Tax Revenue	Deposit		X	134,666.34	104,457.90
12/28/2018			4020 · Miscellaneous I...	Deposit		X	15.00	104,472.90
12/28/2018	8216	LegalShield	2100 · Payroll Liabilities		89.70			104,383.20
12/28/2018	DD	Banuelos, Peter	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Blair, Paul B.	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Caezza, Anthony J	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Carnes, Kevin M	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Garcia, Jesse C.	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Garcia, Tony	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Gray, Cresencia M	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Handley, Misty B.	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Huckins, Anthony L.	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Hutchinson, Jillian R	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Johnson, Adam E.	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Johnson, Travis J	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Jones, Steven W.	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Lester, Savannah B	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Lindsey, Michael T	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Meraz, Ricky V	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Miller, Linda M.	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Ray, Allen D	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Rold, Nicholas S	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Ruiz Rodriguez, Mic...	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Thomas, Jeremy J.	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Young, Devin J	-split-	Direct Deposit		X		104,383.20
12/28/2018	DD	Sodhy, Peter K.	-split-	Direct Deposit		X		104,383.20
12/31/2018			12000 · *Undeposited ...	Deposit		X	9,979.84	114,363.04
12/31/2018			12000 · *Undeposited ...	Deposit			100.00	114,463.04
12/31/2018			12000 · *Undeposited ...	Deposit		X	9,151.34	123,614.38
12/31/2018			5065 · Bank service ch...	Service Charge	209.48	X		123,404.90
12/31/2018	EFT	United States Treasury	-split-	94-2484636	6,156.94	X		117,247.96
12/31/2018	EFT	EDD	-split-	499-0397-4	2,058.70	X		115,189.26
12/31/2018	EFT	ADT Security Service	6500 · Maintenance:65...		131.11	X		115,058.15



EXETER DISTRICT AMBULANCE

302 E. Palm
Exeter, CA 93221

Phone: 559-594-5250
Fax: 559-592-2301

From Brian McCoy, Shift Lead

We have an opportunity to purchase Zoll E series monitors fully loaded including bluetooth at a really good price. Only \$2,000 a piece. These would replace our LifePak 12's. LifePak 12's are becoming more and more difficult to repair as Physio no longer makes replacement parts. Eventually LifePak 12's will become obsolete. Just to provide price comparison refurbished lifepack 12's cost roughly \$4,000 each and refurbished LifePak 15's cost upwards of \$20,000 each. I have personally used these monitors in the past and have never seemed to have any issues with them. The monitors come with the case, one battery with a charging cable. 4 lead, 12 lead, defib cables. NIBP, SPO2, CO2, bluetooth. Batteries are about \$50 a piece, haven't looked into chargers yet. Additional batteries are \$59 each. Battery charger which would hold 4 batteries is \$260 and spare 12 lead cables would be \$265 each. I would figure for one spare battery per monitor and three battery chargers. I wouldn't imagine spare 12 lead cables would be a necessity at this point. Also, keep in mind they will be fully warranted for one year. Guardian would consider buying our LifePak 12 and equipment from us. We always have the option to part stuff out ourselves. I would imagine we could get at least \$2,500 to \$5,000 between the monitors, monitor cases, batteries, chargers etc

Zoll E Series Cardiac Monitors are standard at Imperial and LifeStar. AAV has moved to LifePak 15s.

CCEMSA is likely to standardize on remote transmission of monitor results directly to ER in the coming year. Zoll E series has that ability built-in. LifePak 12s will require a \$700 upgrade per unit to accomplish the same thing.

Zoll E series also has the ability to be powered directly from an outlet, which LifePak 12 does not. This is especially important in case of battery failure in the field.

Expense Summary

Qty	Description	Price	Extended
6	Zoll E series, refurbished, 1 year warranty	\$2,000	\$12,000
3	Battery charger	\$260	\$780
6	Spare Batteries	\$59	\$354
1	Spare 12 lead cable	\$265	\$265
TOTAL			\$13,399

Thanks for listening to me at the meetings yesterday. I provided Brad at ESO with the transport volume of every ambulance provider in our 4 counties. He provided the cost to each agency to participate in the Health Data Exchange system.

As you are already aware, Kaweah is ready to pull the trigger on this system and want to be assured that the ambulance providers are committed to the program. This is important, because if it works at Kaweah, it will move like wild fire through the other hospitals.

There are several benefits:

- 1) Electronic submission of the ePCR when the crew closes the record. It literally uploads into the hospital health record system (i.e. EPIC or Cerner). The system accepts all ePCR platforms like Simon, Zoll, ESO, Imagetrend, EMSCharts, Etc.
- 2) The data exchange part includes the patient billing information from the hospital. The hospital will share the patient's payor information to assist with your billing information.
- 3) The data exchange also includes receiving patient outcome information that will return to the ePCR system so providers and EMS can see the disposition and diagnosis of the patient.

The annual cost to hospitals to install and maintain the system is between from \$15,000 for smaller hospitals to \$28,000 for larger facilities. So you can see why they want to have commitment from ambulance providers.

County	Agency	2018 Transports	ESO Cost
Fresno	American Ambulance - Fresno County	107,463	\$4,995
Fresno	Coalinga City Fire Dept	1,355	\$995
Fresno	Kingsburg City Fire Dept	851	\$495
Fresno	Sanger City Fire Dept	2,290	\$495
Fresno	Selma City Fire Dept	3,900	\$1,495
Fresno	Sequoia Safety Council	4,605	\$1,495
Kings	American Ambulance - Kings County	15,182	\$2,995
Madera	Pistoresi Ambulance	8,749	\$1,495
Madera	Sierra Ambulance	2,885	\$1,495
Tulare	American Ambulance of Visalia	18,882	\$2,995
Tulare	Camp Nelson Ambulance	6	n/a
Tulare	Dinuba City Fire Dept	1,868	\$995
Tulare	Exeter Dist. Ambulance	4,095	\$1,495
Tulare	Imperial Ambulance Service	8,587	\$1,495
Tulare	LifeStar Ambulance Service	7,095	\$1,495
Everywhere	Skylife	981	\$995

Dan Lynch, Division Manager

Emergency Services Division
Fresno County Dept of Public Health
1221 Fulton Street, 5th Floor
Fresno, CA 93721

Phone: (559) 600-3387

Fax: (559) 600-7691

Website: www.ccemsa.org

Jessica Rowley
221 S Reeves Dr. #101
Beverly Hills, CA 90212

RE: Consulting Services

Dear Peter Sodhy,

It is my pleasure to submit my cover letter and resume to you in hopes that you would consider me for contracted services. My name is Jessica Rowley and I am a business professional, consultant, grant writer, mother, and Exeter High alumni.

I graduated from California State University, Sacramento, with my Bachelor of Science degree in Health Science, with a concentration in Administrative Health Care. I spent 6 years completing coursework in various subjects including, but not limited to: Business Communications, Financial Accounting, Management of Human Resources, Management of Contemporary Organizations, Principles of Quality Management, Social Work – Health Services & Systems, Child Development, Advanced English Composition, Speech, Sociology, Physiological Psychology, Philosophy, Bioethics, Human Ecology & Health, Community Health Planning & Evaluation, and Public Health Administration & Policy.

During my internship with the Tulare County Health and Human Services Agency, I served as a Staff Service Analyst under the Director of Public Health and Director of Maternal, Child and Adolescent Health, while providing assistance to the Department of Emergency Preparedness and Department of Mental Health for special projects. I was directly involved in the initial development of the Tulare County Suicide Prevention Task Force, planning and coordination (logistics team) for the Tulare County Mass Vaccination Exercise, and content creation for the published and county-wide distributed Tulare County Emergency Preparedness Guide. I was hired on immediately following my internship, but was later subjected to mass layoffs when the county experienced funding cuts during the 2008 financial crisis.

I went on to fill the role as Planner (Grant Specialist) with Proteus, Inc. – a nonprofit organization serving Fresno, Kern, Kings and Tulare County. In my four years as a full-time planner/grant writer for Proteus, I helped the organization develop new programs and secure funding for workforce development, education and vocational training, energy, youth and other programs for migrant and low-income families in the Central Valley.

My partner and I started our own business in 2009, which we grew from an events company into a media and consulting group. Over the years, I have worked with various clients, such as: school districts, nonprofit organizations, small businesses and startups – helping to secure over \$20 million in grants and donations in the last 5 years for my clients. Most notably were the development, submission and award of four CA Career Pathways Trust grants, which totaled nearly \$15.5 million for school districts, community colleges and universities in the Central San Joaquin Valley.

I am familiar and comfortable with various roles in business, education and nonprofit sectors and the responsibilities that come with those positions. I am familiar with the *Moves Management* approach

(Identify, Qualify, Cultivate, Solicit, Process, Steward, Repeat) and have extensive experience in developing and implementing programs and strategies to effectively cultivate, solicit and steward major donors at the \$5,000 and above level, including capital campaigns. In 2014, I was contracted by ImagineU Children's Museum in Visalia, CA, to write grant proposals and create capital campaign packets for individual donors, which resulted in a half-million-dollar donation from a single donor to complete Phase II of the newly constructed museum. I have planned and coordinated many successful fundraising and entertainment events. I regularly make presentations/reports to Boards regarding funding needs, the status of fundraising efforts, and the evaluation of program efficiency and efficacy.

Through my education and experience I have gained a passion for helping others and serving the community, especially when it involves youth, health and the environment. I believe I possess the valuable skills necessary to fulfill the obligations of a consultant: strong written/verbal communication, organization and record keeping, maintaining in-depth donor contact and giving, managing fundraising campaigns and large-scale projects, contributions and receipts, coordinating/planning and managing events, cultivation and coordination of volunteers, tracking funds and expenses, setting priorities, time management/meeting deadlines, and collaboration with partners and community stakeholders. I believe my education/training, knowledge, experience, and valuable skills make me an ideal candidate for contracted services with Exeter District Ambulance to help your district meet your service and funding needs, and I look forward to an opportunity to meet with you to discuss your vision. My resume is attached, along with a list of references and a table of my recent and successful projects. I would like to thank you for considering me for hire and would be happy to answer any questions or provide additional letters of recommendation.

Best Regards,

Jessica Rowley
818.406.2188
jrowleyconsulting@gmail.com

RECENT NOTABLE PROJECTS

Funding Source	Grant Name	Client	Total Awarded
CDE	Career Pathways Trust - Round 1	Patterson JUSD (consortium)	\$4,910,042
Visalia Rotary Community Foundation	Technology Grant	ImagineU Children's Museum	\$50,000
Private Donor	Capital Campaign Packet (Unsolicited)	ImagineU Children's Museum	\$500,000
CDE	CA Career Pathways Trust - Round 2	Patterson JUSD	\$583,880
CDE	CA Career Pathways Trust - Round 2	Porterville USD	\$5,168,622
CDE	CA Career Pathways Trust - Round 2	Visalia USD (consortium)	\$4,777,670
CDE	CA Mathematics and Science Partnership	Porterville USD	\$1,950,000
Central Valley Community Foundation	Youth Grant (Literacy Program)	Young Men's Initiative	\$18,700
Workforce Investment Board of Tulare County	WIOA Title I OSY Program FY 2017	TCOE/SEE Program	\$350,040
CDE	CA Learning Communities for School Success Program (CLCSP)	Visalia USD	\$1,759,400
First 5	School Readiness Program	Visalia USD	\$440,243
EPA	Environmental Education Program	Sequoia Riverlands Trust	\$182,000
		Total:	\$20,690,597

REFERENCES

22

Cathy Gott, Commissioner <i>Los Angeles County Commission on Disabilities</i>	(818) 425-7763 cathy.gott@yahoo.com
Philip Alfano, Superintendent Patterson Joint Unified School District	(209) 895-7700 Office palfano@patterson.k12.ca.us
Frank Escobar, Director of Student Services Visalia Unified School District	(559) 730-7510 Office fescobar@vusd.org
Cindy Brown, Director of Student Pathways Porterville Unified School District	(559) 793-2406 Office cgbrown@portervilleschools.org
Dr. Craig Wheaton, Deputy Superintendent, Administrative Services Tulare County Office of Education (Former Superintendent of Visalia USD)	(559) 733-6474 Ext.1201 Office craigw@tcoe.org
Robyn Cooper, Program Director Tulare County Office of Education – Nutrition Education Obesity Prevention Program	(559) 651-0130 Ext. 3723 Office rcooper@tcoe.org
Gloria Alsing, Board Member ImagineU Children's Museum	www.imagineumuseum.org (559) 978-8862 Mobile gloriaalsing@comcast.net
David Swann Thompson, Owner David Swann Photography And fellow APA Advisory Board Member	(559) 359-1400 david@davidswann.com
Mike McCann, Former CEO Proteus, Inc. (Retired)	(559) 805-7252 mikemccann816@hotmail.com

*Additional recommendations and endorsements can be found on my LinkedIn Profile
<https://www.linkedin.com/in/jrowleyconsulting>



JESSICA ROWLEY

Grant Writer,
Consultant
and
Full-Time Super Mom!



818.406.2188



JRowleyConsulting@gmail.com



221 S Reeves Dr. Apt. 101
Beverly Hills, CA 90212

SKILLS

Grant Writing Non-Profits **Content Creation**
Fundraising Event Planning **Community Outreach**
Program Development Social Media Management
Business Communication **Marketing**
Promotion Research & Development
Organizational Design **Networking**
Multi-Tasking **Program Coordination** **Editing**

WORK EXPERIENCE

Feb. 2014 - Present

J. Rowley Consulting, CA - Consultant

Sept. 2009 - Sept. 2017

Ignite Events, Inc., CA - Co-Owner

Mar. 2009 - Nov. 2012

Proteus, Inc., Visalia, CA - Planner

Jun. 2008 - Jan. 2009

County of Tulare Health & Human Services
Agency, Visalia, CA - Staff Service Analyst I,
Health Services Department, Public Health
Emergency Preparedness Program and
Maternal Child Adolescent Health Division.

EDUCATION

California State University, Sacramento (09/06 - 12/08) - B.S. in
Health Science with a concentration in Administrative Health
Care. Graduated December 2008 (3.45 GPA).

Healing Hands School of Holistic Health; Laguna Hills, CA
(10/03 - 1/04) - Obtained Certified Massage Technician
Certification.

Palomar College; San Marcos, CA (08/01 - 05/03) - A.A. in
Liberal Arts and Sciences.

Exeter Union High School; Exeter, CA (1998-2001) - Graduated
with a diploma; studied general and college prep courses.

ACCOMPLISHMENTS

- Harmony Academy of Performing Arts
Advisory Board Members since 2015; Charter
High School; Porterville Unified School
District, Porterville, CA.
- Member of Tulare County Networking for
Women 2011-2015.
- Member of the Sacramento State Alumni
Association since 2009.
- Co-President of Colleges Against Cancer
(CAC) – CSUS Chapter, Cancer Education &
Control Division; Spring of 2008.
- CSUS Dean's List, SDCC Dean's List

CONTRACT FOR SERVICES

DATED: January 3, 2019

PARTIES: Jessica Rowley
(Hereinafter the “Contractor”); and

Exeter District Ambulance, (hereinafter the “Client”)

AGREEMENT:

The undersigned hereby agree to the following terms and conditions:

Section 1. Duties of Consultant: During the term of this Agreement, Consultant shall provide the Client with services reasonably requested by the Client. It is understood and acknowledged by the parties that the value of the Contractor’s advice is not readily quantifiable, and that Contractor shall render advice upon request of the Client, in good faith, but shall not be obligated to spend any specific or pre-set amount of time in so doing. Contractor’s duties may include, but will not necessarily be limited to:

1. Researching, identifying, developing and responding to public and private grant opportunities based on client's needs.
2. Conducting thorough needs assessment with Client and maintaining regular communication with points of contact via phone and in-person meetings.
3. Acquiring and maintaining sound knowledge and understanding of the client, and use that knowledge and understanding to better comprehend all projects and programs for which grants will be sought and to recommend the seeking of grants.
4. Researching grant-making organizations and analyze them to identify likely funding sources for specific projects and programs based on client needs.
5. Reviewing the budget of a project or program for which funding is sought and make recommendations to the client on how to better present it to grant-making organizations.
6. Developing individual grant proposals in accordance with each grant-making organization's preferences and by follow each grant-making organization's guidelines.
7. Supplying progress reports to grant-making organizations when required by a grant-making organization that has funded a project or program.
8. Post-award compliance, reporting and evaluation as needed.
9. Networking on client’s behalf to identify and/or facilitate partnership opportunities.
10. Keeping the Client apprised of progress through grant reports made by Contractor, as needed.
11. Keeping the Client’s Board of Directors apprised of progress through grant reports and/or presentations made by Contractor, as needed.
12. Limited travel is required.

Section 2. Performance of Duties: Contractor shall determine the manner and means of performing the above-described services. Contractor agrees to use good faith to perform the services described in this agreement. During the term of this Agreement, Contractor may represent, perform services for, and be employed by such additional clients, persons or companies as Contractor sees fit. Notwithstanding any other term or condition of this Agreement, Client specifically acknowledges that Contractor has other clients and/or outside employment. Contractor shall have control over the time and manner of performing its duties described in Section 1, and shall make available such time as it, in its sole discretion, shall deem

appropriate for the performance of its duties under this Agreement. Contractor shall furnish his/her own automobile and all other equipment and tools necessary to perform services pursuant to this Agreement.

Section 3. **Term of the Agreement:** The effective date of this Agreement is February 1, 2019, and shall continue until January 31, 2020, allowing both parties to discuss potential new contract terms at that time.

Section 4. **Compensation:** Client shall pay Contractor:

- \$500.00 nonrefundable deposit before services will begin; and
- \$90.00 per hour as compensation for duties described in Section 1.

Contractor shall provide client with a written invoice monthly. Client agrees to pay invoice within 15 days of receipt. Contractor is responsible for Federal and State payroll taxes, such as Social Security, Medicare, and Unemployment Insurance taxes. Client will issue Contractor a Form 1099.

Section 5. **Expenses:** The Client agrees to reimburse the Contractor at cost, with no markup, for reasonable out-of-pocket expenses related to performing services on behalf of the Client. Such expenses typically might include, but are not limited to, faxes, copies, postage, parking, messengers, mileage and per diem that has been preapproved at the standard Federal rate, and lodging expenses, which will be pre-approved by Client prior to travel. Costs shall be prorated when applicable to multiple clients. Contractor shall provide Client with a receipt and a description of the expense. Client shall reimburse Contractor within 30 days of Contractor providing the receipt and description of services to Client. Records of Contractor's reimbursable costs will be kept on a generally recognized accounting basis and made available to Client for inspection upon request. Contractor's records pertaining to the activities covered by this Agreement shall be subject to the examination and audit of Client for a period of one (1) year after final payment by Client under this Agreement.

Section 6. **Relationship:** Contractor shall perform its services hereunder as an independent contractor and not as an employee of the Client or an affiliate thereof. It is expressly understood and agreed to by the parties hereto that Contractor shall have no authority to act for, represent or bind the Client or any affiliate thereof in any manner, except as may be agreed to expressly by the Client in writing.

Section 7. **Confidentiality:** Except in the course of the performance of its duties hereunder, each party agrees that it shall not disclose any trade secrets, know-how, or other proprietary information not in the public domain learned as a result of this Agreement.

Section 8. **Indemnification:** The Client agrees to indemnify and hold harmless the Contractor, its members, officers, directors, employees and each person who controls Contractor or any of its affiliates from and against any losses, claims, damages, liabilities and expenses whatsoever (including reasonable costs of investigation or defending any action) to which they or any of them may become subject under any applicable law arising out of Client's negligent acts, errors or omissions in its performance under this Agreement and will reimburse Contractor for all expenses (including counsel fees) as they are incurred.

Section 9. **Assignment:** This Agreement shall not be assignable by either party; provided however, that Contractor shall have the discretion to allocate its duties hereunder to owners, affiliates, or employees of Contractor.

Section 10. **No Guaranteed Result:** Client acknowledges and agrees that Contractor does not have control over third party decision makers, and therefore Contractor makes no representations, warranties or

guarantees that it can achieve any particular results. Contractor, however, shall act in good faith toward the performance of its duties described above.

Section 11. Prior Agreements: There are no prior agreements between the parties, and this Agreement represents the sole and only agreement between them. This Agreement may only be modified in writing, when signed by both parties.

Section 12. Governing Law: This Agreement shall be deemed to be a contract made under the laws of the State of California and for all purposes shall be construed in accordance with the laws of said State.

Section 13. Notices: All notices will be sent via certified mail or overnight courier such as Federal Express, to:

Contractor at: Jessica Rowley
221 S Reeves Dr. # 101
Beverly Hills, CA 90212

Client at: Exeter District Ambulance
302 East Palm St
Exeter, CA 93221

Section 14. Termination: This Agreement may be terminated by either party for any reason not in violation of federal and/or California State law upon 30 days written notice to the other party. Client shall compensate Contractor for all services rendered prior to the date of termination. There shall be no liquidated damages in the event of termination under this provision.

Section 15. Counterparts: This Agreement may be executed in one or more counterparts, and shall have the same legal effect as if a single copy of the Agreement was executed by all Parties.

IN WITNESS THEREOF, this Agreement is executed on the dates set forth below and effective on the date first set forth above.

“CONTRACTOR”

Jessica Rowley

By: _____
Jessica Rowley

Date: _____

“CLIENT”

Exeter District Ambulance

Adam Pfenning, Board President

DATED: January 3, 2019

PARTIES: Jessica Rowley
(Hereinafter the "Contractor"); and

Exeter District Ambulance, (hereinafter the "Client")

AGREEMENT:

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appropriate for the performance of its duties under this Agreement. Contractor shall furnish his/her own automobile and all other equipment and tools necessary to perform services pursuant to this Agreement.

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- \$500.00 nonrefundable deposit before services will begin; and
- \$2,000.00 per month as compensation for duties described in Section 1.

Contractor shall provide client with a written invoice monthly. Client agrees to pay invoice within 15 days of receipt. Contractor is responsible for Federal and State payroll taxes, such as Social Security, Medicare, and Unemployment Insurance taxes. Client will issue Contractor a Form 1099.

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Exeter, CA 93221

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IN WITNESS THEREOF, this Agreement is executed on the dates set forth below and effective on the date first set forth above.

“CONTRACTOR”

“CLIENT”

Jessica Rowley

Exeter District Ambulance

By: _____
Jessica Rowley

Adam Pfenning, Board President

Date: _____



EXETER DISTRICT AMBULANCE

302 E. Palm
Exeter, CA 93221

Phone: 559-594-5250
Fax: 559-592-2301

DISTRICT MANAGER'S REPORT

District Board Meeting January 28th, 2019

OPERATIONS

- Daily Call Summary for November and December 2018
 - o Typical of the end of year, call volume and transports slowed down, with November averaging exactly 8.00 transport per day and December averaging 7.71 transports per day.
 - o The four Late Arrivals in November and the four Late Arrivals in December were all successfully appealed.
 - o For both months, 2/3 of our calls were outside our measured area (Zone 5). For comparison purposes see the chart below:

Out of Zone %	EDA	AAV	LST	IMP
Nov 2018	67.80	16.12	30.97	32.48
Dec 2018	66.47	19.07	25.90	34.73

- Staffing
 - o Illness continues to affect our staffing.
 - o We still have one Medic out with injury.
 - o All things considered, EDA fared well through those two months with only three days when we were down to 2 staffed rigs for an entire 24 hour period.
 - o We have a waiting list of 4 for Medics, and 5 for EMTs.
- Human Resources
 - o Crew members have started signing up for Spanish for Medical Professionals classes. The first series kicked off on January 16th.
- Vehicles and Communications Equipment
 - o We have managed to keep all 7 units in operation throughout November and December with only minor interruptions for regular maintenance.
 - o Remarkably 210 is now running perfectly normally without additional work. We will be sending it for a detailed inspection just to be sure.
 - o **We are looking into purchasing two new pagers, one to replace a unit that**
- Community Relations
 - o EDA was represented in the Exeter Christmas Parade 2018.
- Lindsay Station
 - o We have now moved into our new Lindsay location at 246 E Honolulu, Lindsay. This is next to the Lindsay Post Office.



EXETER DISTRICT AMBULANCE

**302 E. Palm
Exeter, CA 93221**

**Phone: 559-594-5250
Fax: 559-592-2301**

COMPLIANCE

We were finally able to handle the compliance process for August through December in the last week of the year and the first two weeks of January. I am happy to report that Exeter District Ambulance not only maintained compliance but did so at a high level, actually outperforming the other providers during this period.

3rd Quarter, 2018	July	August	September
Priority 1 & 2	97.56	96.15	98.40
Priority 3	98.78	100.00	100.00

4th Quarter, 2018	October	November	December
Priority 1 & 2	97.14	100.00	100.00
Priority 3	100.00	100.00	100.00

SERVICE ENHANCEMENTS

Three Rivers community solution

The community continues to show increasing support to the proposed ALS unit solution. Unfortunately, we were not able to locate the minimum of three existing resident Paramedics for the initial proposal to work. We have embarked on a modified proposal to attract non-resident Paramedics to the community by providing housing, utilities, and meals. Several community organizations have mobilized to gather adequate funding for this to work for one year. These organizations are also attempting to locate a suitable vehicle to serve as the ALS unit.



**EXETER DISTRICT
AMBULANCE**

**DAILY CALL SUMMARY
November 2018**

302 E Palm
Exeter, CA 93221
Phone: 559-594-5250
Fax: 559-592-2301

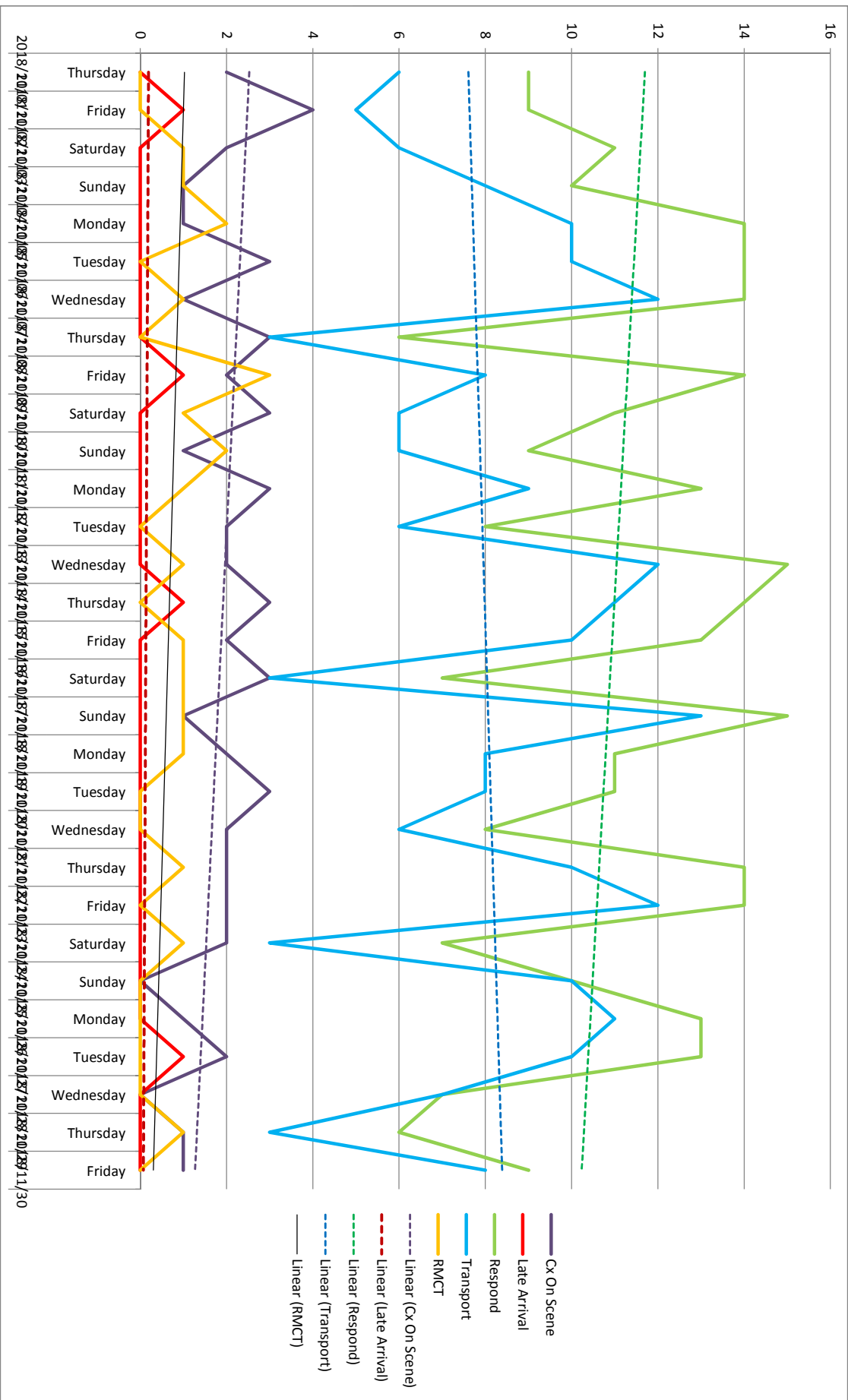
Date	Day	Calls	Cx Enroute	Cx On Scene	No Med/No	Deceased	Out of Zone	Late Arrival	Respond	Transport	RMCT
2018/11/01	Thursday	10	1	2	1	0	6	0	9	6	0
2018/11/02	Friday	11	2	4	0	0	8	1	9	5	0
2018/11/03	Saturday	11	0	2	2	0	3	0	11	6	1
2018/11/04	Sunday	11	1	1	0	0	8	0	10	8	1
2018/11/05	Monday	16	2	1	0	1	10	0	14	10	2
2018/11/06	Tuesday	17	3	3	0	1	11	0	14	10	0
2018/11/07	Wednesday	14	0	1	0	0	12	0	14	12	1
2018/11/08	Thursday	6	0	3	0	0	3	0	6	3	0
2018/11/09	Friday	15	1	2	1	0	6	1	14	8	3
2018/11/10	Saturday	11	0	3	0	1	6	0	11	6	1
2018/11/11	Sunday	12	3	1	0	0	11	0	9	6	2
2018/11/12	Monday	14	1	3	0	0	11	0	13	9	1
2018/11/13	Tuesday	8	0	2	0	0	4	0	8	6	0
2018/11/14	Wednesday	15	0	2	0	0	11	0	15	12	1
2018/11/15	Thursday	14	0	3	0	0	9	1	14	11	0
2018/11/16	Friday	14	1	2	0	0	13	0	13	10	1
2018/11/17	Saturday	8	1	3	0	0	7	0	7	3	1
2018/11/18	Sunday	15	0	1	0	0	11	0	15	13	1
2018/11/19	Monday	11	0	2	0	0	8	0	11	8	1
2018/11/20	Tuesday	11	0	3	0	0	6	0	11	8	0
2018/11/21	Wednesday	9	1	2	0	0	6	0	8	6	0
2018/11/22	Thursday	14	0	2	0	1	10	0	14	10	1
2018/11/23	Friday	18	4	2	0	0	14	0	14	12	0
2018/11/24	Saturday	8	1	2	0	1	6	0	7	3	1
2018/11/25	Sunday	11	1	0	0	0	7	0	10	10	0
2018/11/26	Monday	13	0	1	1	0	10	0	13	11	0
2018/11/27	Tuesday	14	1	2	1	0	9	1	13	10	0
2018/11/28	Wednesday	7	0	0	0	0	4	0	7	7	0
2018/11/29	Thursday	6	0	1	1	0	3	0	6	3	1
2018/11/30	Friday	10	1	1	0	0	7	0	9	8	0
Total		354	25	57	7	5	240	4	329	240	20
Average		11.8	0.83	1.9	0.23	0.17	8	0.13	10.97	8	0.67
Average 3 units			7.06%	16.10%	1.98%	1.41%	67.80%	1.22%	92.94%	72.95%	6.08%

Average 3 units

Late/Respond

Trans/Respond

RCMT/Respond



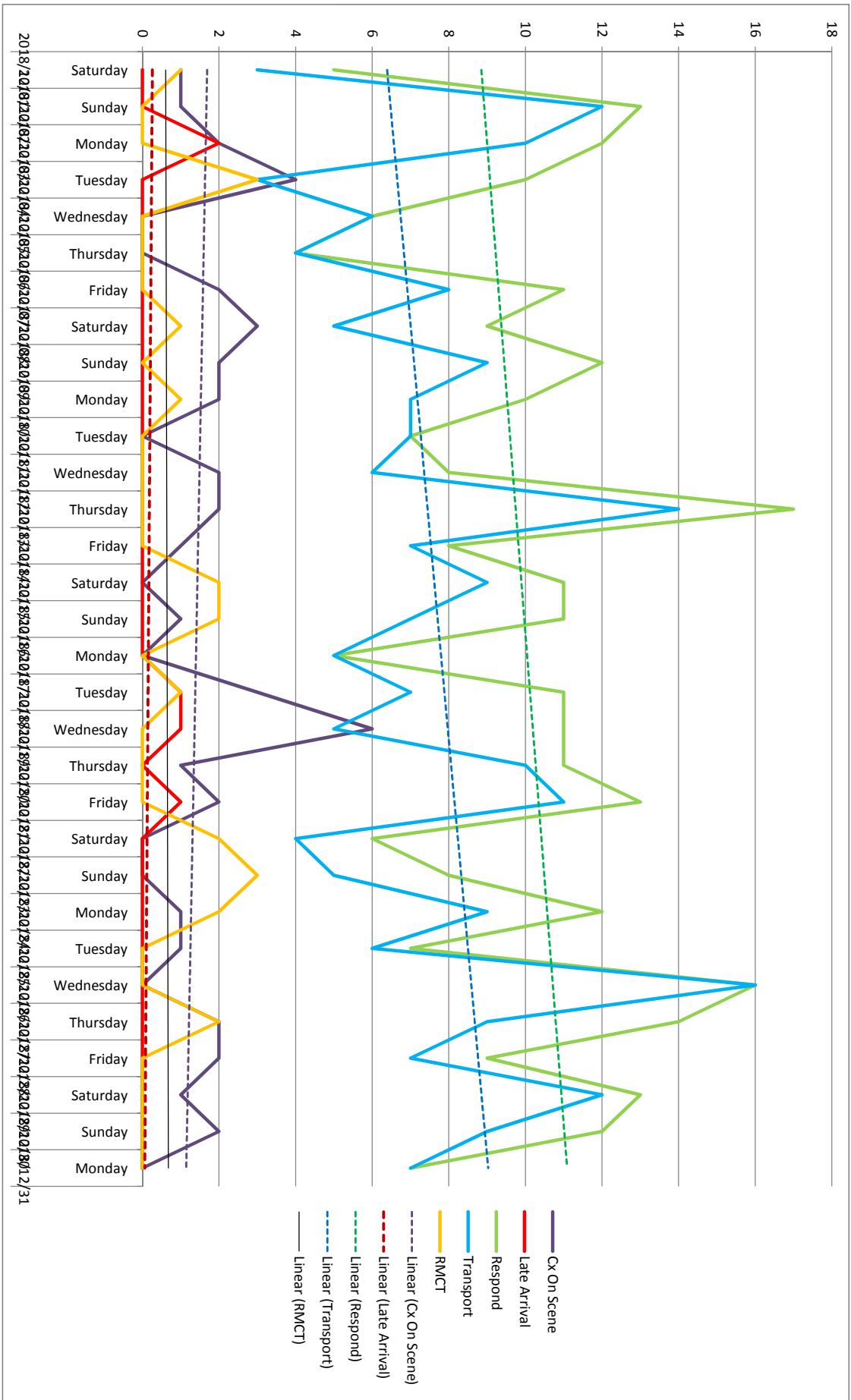


**EXETER DISTRICT
AMBULANCE**

**DAILY CALL SUMMARY
December 2018**

302 E Palm
Exeter, CA 93221
Phone: 559-594-5250
Fax: 559-592-2301

Date	Day	Calls	Cx Enroute	Cx On Scene	No Med/No	Deceased	Out of Zone	Late Arrival	Respond	Transport	RMCT
2018/12/01	Saturday	5	0	1	0	0	2	0	5	3	1
2018/12/02	Sunday	14	1	1	0	0	11	0	13	12	0
2018/12/03	Monday	13	1	2	0	0	9	2	12	10	0
2018/12/04	Tuesday	10	0	4	0	0	7	0	10	3	3
2018/12/05	Wednesday	7	1	0	0	0	6	0	6	6	0
2018/12/06	Thursday	5	1	0	0	0	4	0	4	4	0
2018/12/07	Friday	11	0	2	1	0	5	0	11	8	0
2018/12/08	Saturday	10	1	3	0	0	8	0	9	5	1
2018/12/09	Sunday	13	1	2	1	0	10	0	12	9	0
2018/12/10	Monday	10	0	2	0	0	6	0	10	7	1
2018/12/11	Tuesday	7	0	0	0	0	5	0	7	7	0
2018/12/12	Wednesday	8	0	2	0	0	4	0	8	6	0
2018/12/13	Thursday	18	1	2	0	1	10	0	17	14	0
2018/12/14	Friday	9	1	1	0	0	5	0	8	7	0
2018/12/15	Saturday	13	2	0	0	0	12	0	11	9	2
2018/12/16	Sunday	12	1	1	0	1	7	0	11	7	2
2018/12/17	Monday	7	2	0	0	0	5	0	5	5	0
2018/12/18	Tuesday	13	2	3	0	0	10	1	11	7	1
2018/12/19	Wednesday	13	2	6	0	0	6	1	11	5	0
2018/12/20	Thursday	11	0	1	0	0	7	0	11	10	0
2018/12/21	Friday	14	1	2	0	0	9	1	13	11	0
2018/12/22	Saturday	10	4	0	0	0	7	0	6	4	2
2018/12/23	Sunday	10	2	0	0	0	6	0	8	5	3
2018/12/24	Monday	12	0	1	0	0	8	0	12	9	2
2018/12/25	Tuesday	7	0	1	0	0	6	0	7	6	0
2018/12/26	Wednesday	16	0	0	0	0	9	0	16	16	0
2018/12/27	Thursday	14	0	2	0	1	9	0	14	9	2
2018/12/28	Friday	9	0	2	0	0	7	0	9	7	0
2018/12/29	Saturday	14	1	1	0	0	10	0	13	12	0
2018/12/30	Sunday	12	0	2	1	0	9	0	12	9	0
2018/12/31	Monday	7	0	0	0	0	3	0	7	7	0
Total		334	25	44	3	3	222	5	309	239	20
Average		10.77	0.81	1.42	0.1	0.1	7.16	0.16	9.97	7.71	0.65
Average 3 units			7.49%	13.17%	0.90%	0.90%	66.47%	1.62%	92.51%	77.35%	6.47%



P1&2	July	August	September
AAV	95.71	95.07	95.93
LSA	98.13	97.33	96.01
EDA	97.56	96.15	98.40
IMP	97.09	97.58	97.25

P3	July	August	September
AAV	100.00	99.23	99.77
LSA	98.30	99.50	98.46
EDA	98.78	100.00	100.00
IMP	100.00	99.51	100.00

P1&2	October	November	December
AAV	97.06	96.77	96.56
LSA	96.49	98.58	97.97
EDA	97.14	100.00	100.00
IMP	97.10	97.29	96.14

P3	October	November	December
AAV	100.00	99.79	100.00
LSA	99.06	100.00	100.00
EDA	100.00	100.00	100.00
IMP	98.93	99.47	99.47