

**Cloverdale Health Care District
Meeting Minutes-August 12, 2024**

Roll Call: Eric Polan, District Operations, Tom Hinrichs, board members Secretary Hanchett, President DeMartini, Vice President Delsid and Treasurer Martin and Gene Lile were present. A quorum was met.

Meeting called to order at 7:00 p.m. by President DeMartini. The agenda, as submitted, was unanimously approved after a motion by Delsid and a second by Martin. There were no public comments. Guests at the meeting included District employees Paramedic Lance Bollens and EMT Sherrie McNulty.

Minutes from June meeting- There was no meeting in July. The minutes were reviewed and approved with a unanimous vote after a motion by Lile and a second by Vice President Delsid.

Financial Statement, July, 2024- Fiscal year end data was reviewed compared with budgeted expenses. The board also reviewed Billing and Collections for the year provided by Wittman Enterprises, the company who bills and receives payments for the district's services. After a brief review, the Financial Statement was approved unanimously after a motion by Treasurer Martin and a second by Secretary Hanchett.

Staff Report: Eric submitted the staff report covering July and early August. He is continuing to look to hire an additional part-time Paramedic and EMT.

The fleet currently has two ambulances in service. The primary ambulance is experiencing the same overheating and shutting down issue that it did last year. This occurs during the hot weather (over 100 degrees). A work-around "fix" to help with engine cooling is underway and should be completed this month. The new "back-up" ambulance arrived and is in service and performing well. The unit which was recently decommissioned is heading to Cabo San Lucas as SRJC did not want a training vehicle. The Cabo San Lucas Fire Department was very pleased to be getting it. It's the second vehicle the district has donated to them. Roger Fletcher, of Fletcher Fabrication, is repairing that vehicle as a donation to the district and is driving it to the Mexican-California border, where the Cabo San Lucas Fire Department will pick it up.

New QRV Program: The QRV partnership with Northern Sonoma County Fire District (NSCFD) is going well. The NSCFD has purchased a new Tahoe for the program to use which our district awaits possible funding for two new Tahoes from a recent grant submitted. This pilot program is now being funded by NSCFD. The 2007 vehicle the program is now using is showing wear and the new Tahoe will be complete and ready to go upon receipt. The program will use this vehicle regardless of whether the CHCD grant is funded or not. NSCFD has approved \$50,000 annually towards the QRV program. Payments of \$25,000 would be received in July and January and will be for staffing 7 days a week, 24 hours a day. Eric and Tom will determine the best way to receive those payments whether monthly or semi-annually. Eric will maintain a separate budget for the QRV program.

Resolution 24-03: This resolution, which formally adopts the schedule of EMS fees, was circulated by President DeMartini, and unanimously approved by the full board and signed off.

Resolution 24-04: This resolution formally adopted the budget for FY 24-25. It was circulated by President DeMartini, unanimously approved by the full board and signed off.

Resolution 24-05: This resolution approved the Placement and Parcel Fee Direct Charge for the Tax Year 24-25. The resolution was also circulated by President DeMartini, unanimously approved by the full board and signed off.

Ambulance Donation: The decommissioned ambulance donation to the Cabo San Lucas Fire Department was unanimously approved, after a motion by President DeMartini and a second by Treasurer Martin. See notes also under Staff Report.

Alexander Valley Healthcare (AVH) Discussion: The board suggested that there be a meeting with AVH to determine their specific needs and what resources might be available through the foundation. Treasurer Harry Martin will set up a meeting in the near future and provide a read-out to the board.

Public web presence project update: Treasurer Martin took this project on and built a Facebook Page for the district. Although the board did not have access to the draft site, Director Martin agreed to get access and email the board once that was done. During this discussion the board suggested that a sign be placed on the district's building letting the community know that it is the "home" of Cloverdale Ambulance. Eric will check on costs, etc.

From Staff Guests: Both Lance and Sherrie gave feedback to the board as to how successful "National Night Out" was. The community was very interested in the ambulance and the "medication information tubes." A list of medication is placed in the tube and then secured in a freezer, refrigerator for accessibility in a medical emergency. The kids who attended loved the coloring pages which staff collated into a book and shared with the board.

From Members: President DeMartini invited Mary Jo Winter to participate on the phone and asked if she could help organize and plan an Employee Appreciation event. After a brief discussion, Mary Jo will look into The History Center as the venue. The suggested time frame was early October. DeMartini and Winter will provide possible dates to the board.

Meeting adjourned at 8:02 p.m. until the October 14, 2024 meeting. There will be no board meeting in September.

Respectfully submitted,
Neena Hanchett, Secretary