

Ventura County EMS Agency Ambulance System Review Working Group Meeting Minutes

Tuesday, September 18, 2018

1430 – 1600

I. Welcome and Introductions

Steve Carroll called to order meeting of the Ambulance System Review Working Group at 14:40 on Tuesday, September 18, 2018. Present: Chris Rosa – VCEMS Deputy Administrator; Mike Sanders – Operations Manager for AMR/GCA; Robert Taylor, Don White - VCISO Heather Ellis - Ventura City Fire EMS Coordinator; Ira Tilles, M.D. – SVH PLP; Barry Parker - Ventura County Fire EMS Battalion Chief; Steve Frank – President and CEO of LifeLine Medical Transport; Martha Garcia - VCEMS Administrative Assistant; Steve Carroll - VCEMS Administrator.

II. Discussion of RFP Process

Chris Rosa went over the draft of the EMS System Review scope of work. Since he had not received any additional edits from the group and was not aware of any concerns, he moved forward and had a meeting with county procurement. Chris explained that the scope of work will be an attachment to the RFP that will be submitted. There will be one last review of the documents to make sure there aren't any lingering concerns.

- Steve Carroll explained the process and gave an estimated timeline. The RFP will go out for bidding next week. We should have responses in by mid-October. There will be a review process of the bids. Steve hopes to have consultants by mid-November or early December, with the intent to have them start no later than January. The consultants will have 3 to 4 months to produce a product. The stakeholder group will have the opportunity to review it. The goal is to have report findings by the summer. If the timeline is not met, there is still plenty of time to adjust, as needed. Ideally, the goal is to have a report to the board of supervisors next year.
- Dr. Tilles had questions on the QA/QI structure and wondered if it was specific to the ambulance providers. He feels that there should be more people tasked with QA/QI. Steve explained that it is not specific to ambulance providers, and it is an overview of what is already in existence within our EMS system. The other concern Dr. Tilles addressed is the impact behavioral health cases have on our ambulances and emergency rooms. Steve Carroll stated that behavioral health cases are a statewide concern and there is no funding to currently address the issue.
- Barry Parker asked that the word “training” be added to the “Equipment Staffing” bullet point to more specifically address mandatory training requirements.

III. Roundtable

No other concerns or comments.

IV. Adjournment

Steve Carroll adjourned the meeting at 15:30. **Next meeting: TBD, at VCEMS in the large conference room.**

Minutes submitted by: Martha Garcia – VCEMS Administrative Assistant