



Ross Valley Paramedic Authority

MEMBER AGENCIES

Town of Corte Madera
Town of Fairfax
Kentfield Fire Dist.
City of Larkspur
County of Marin
Town of Ross
Town of San Anselmo
Sleepy Hollow Fire Dist.

BOARD OF DIRECTORS SPECIAL MEETING

Thursday, November 7, 2024, at 6:30 p.m.

300 Tamalpais Dr., Corte Madera, CA 94925

Corte Madera Town Hall Council Chambers

<https://us06web.zoom.us/j/83138148133?pwd=8s9EyAhAS0T8YYwcwx49BcssOEg3iQ.1>

Webinar ID: 831 3814 8133 - Passcode: 890029 - Phone: 1-669-900-6833

Pursuant Government Code section 54953(b), Boardmember Roger Meagor will participate in the meeting from a remote teleconference location: 2777 S. Kihei Rd., B103, Kihei, HI 96753. Any votes, should they occur, shall be by roll call.

Please be advised those participating in the meeting remotely via Zoom do so at their own risk. The RVPA regular Board meeting will not be cancelled if any technical problems occur during the meeting. Thank you.

1. Call to Order- Board Chair
2. Roll Call- Executive Officer
3. Pledge of Allegiance – Board Chair
4. Open Time for Public Input. Members of the Public have an opportunity to comment on items not on tonight's agenda. Each member of the public has two minutes in which to speak. Board members and staff are not able to engage in dialogue, answer questions or act on any of the items brought forward. At the Board's discretion, matters brought forth may be placed on a future agenda.
5. Review and approve Meeting Minutes:
 - a. **Staff recommendation:** Approve and adopt the meeting minutes from the October 7, 2024, Special RVPA Board meeting.
6. NEW BUSINESS
 - a. Presentation by Citygate Associates with Mr. Stewart Gary regarding EMS deployment and fiscal assessment issues, and possible direction to staff.
 - i. **Staff recommendation:** Staff recommends you receive the Report from Citygate and direct staff with any follow up items in preparation for the November 21, 2024, Special Meeting where formal Board action/motions will be requested.
7. OLD BUSINESS
 - a. No old business
8. Announcements/Future Agenda Items.
9. Adjournment.

Submitted, /s/ Jason Weber, Executive Officer



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Item 5: Meeting Minutes

ROSS VALLEY PARAMEDICS AUTHORITY
Held a Special Meeting
6:30 p.m. Thursday, October 7, 2024
250 Doherty Drive, Larkspur, 94939

1. Call to Order- Chair Meagor called the meeting to order at 6:30 p.m.
2. Roll Call
Board Member Attendance: Chair Meagor, Blash, Breen, Corbett, Finn, Robbins, Thomas
Staff Present: Weber, Martin, Pomi, Longfellow
3. Pledge of Allegiance
4. Open Time for Public Input

There were no comments.

5. New Business
 - a. Procurement of 8-new LIFEPAK 35 cardiac monitors

Executive Officer Weber presented a staff report.

Chair Meagor opened the meeting to public comments.

There were no comments.

Chair Meagor closed the meeting to public comments.

M/s, Breen/Finn, motion to approve and authorize the Executive Officer to procure eight new LP35 Cardiac Monitors from Stryker utilizing a cooperative purchasing agreement through Sourcewell in an amount not to exceed \$485,000 and direct RVPA Finance Officer to transfer funds from the fund balances into the FY24-25 budget to execute the purchase is approved.

Ayes: All

- b. RVPA Deployment Study Update including additional budget authority

Executive Officer Weber presented the staff report. He recommends the authorization of an additional \$40,000 to complete the study.

A Board member asked what the subcommittee would be doing. Executive Officer Weber stated they would serve as a sounding board and prior to making a presentation to the full Board.

Board member Robbins stated it would be helpful if Board members could meet with the community they represent to obtain input. Executive Officer Weber agreed that was important but asked the Board to be mindful of the time that might take.

Board member Finn favored the continuation of the subcommittee and its use by the Board as a resource. Some of the issues are a bit discreet while others are ready to be addressed by the Board.

A Board member wondered if the subcommittee would be viewed as extraneous. It might make more sense, politically, to keep the process at the Board level.

Chair Meagor opened the meeting to public comments.

Ms. Christa Johnson, Town Manager of Ross, asked when the subcommittee first met and if it consists of representatives from the Town of Corte Madera and the City of Larkspur. The Town of Ross would like to see some closure on this issue and is concerned about the lack of progress being made. These are very important issues that affect the future of emergency medical services in the Ross Valley.

Chair Meagor closed the meeting to public comments.

Executive Officer Weber explained the timeline of the process and what has occurred. He was confident they could meet the deadline.

Legal Counsel Longfellow explained the three options for the Board to consider: 1) Pause the subcommittee; 2) Open the subcommittee meetings to the public; 3) Keep the subcommittee as is with the option of adding another member. She discussed the next steps.

M/s, Robbins/Thomas, motion to allocate an additional \$40,000 to complete the deployment study and to have the subcommittee paused once material information are brought to the full board.

Ayes: All

- c. Second Amendment Lease Agreement with the Town of Ross and Ross Valley Fire Department for the RVPA ambulance quarters at Station 18 in Ross.

Executive Officer Weber presented a staff report.

Chair Meagor opened the meeting to public comments.

There were no comments.

Chair Meagor closed the meeting to public comments.

M/s, Finn/Corbett, motion to authorize the Executive Officer to execute the Second Amendment Lease Agreement with the Town of Ross and Ross Valley Fire Department for the RVPA ambulance quarters at Station 18 in Ross.

Ayes: All

6. Old Business

There were no Old Business Items

7. Announcements/Future Agenda Items

There were no announcements or requests for future agenda items.

8. Adjournment- Chair Meagor adjourned the meeting at 7:01p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary



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Item 6: New Business

RVPA Staff Report

TO: RVPA Board

FROM: Jason Weber, Executive Officer

SUBJECT: Presentation of Citygate's EMS Deployment Governance and Fiscal Review of RVPA

MEETING DATE: November 7, 2024

BACKGROUND:

Over the last year your Board was asked to consider several policy options with both short- and long-term impacts. The first is surrounding the lease with the Town of Ross, including terms and conditions to continue housing Medic 18 in the Town. The second is a request from the City of Larkspur Manager to expand the scope of the proposed study to consider changes in the contractual jurisdictions and restructuring of the governance model for ambulance and paramedic services, with Larkspur and Corte Madera leaving RVPA.

DISCUSSION:

At your March 2024 meeting, your Board directed staff to engage the services of Citygate to conduct a review and draft a report regarding RVPA's EMS deployment, fiscal structures, and governance (Report). The Board also directed the retention of special legal counsel from the firm of Wright, L'Estrange & Ergastolo. Over the last seven months staff has worked with Citygate and special counsel to develop the attached Report and today's presentation.

The presentation and subsequent question and answer setting, as well as public comment, will give your Board the opportunity to consider the information presented, speak directly with Citygate Public Safety Principal Stewart Gary, specialized legal Counsel Andrew Schouten, General Counsel Emily Longfellow, and staff. Due to the complexity of the issues and detail of the report, staff does not seek any formal decisions from the Board at this meeting.

As outlined in the Report, Citygate and staff propose next steps for the Board as follows:

Near term:

1. Review the Report and ask questions in preparation for November 21, 2024, meeting.

2. Reach agreement to stop consideration to separate RVPA into two parts and document in revised JPA Agreement.
3. Reach agreement with the Town of Ross to continue housing Medic 18 in its current location the Town of Ross.
4. Revise and modernize the JPA Agreement to clearly define policies, fiscal structure, and long-term stability, creating equitable cost recovery for ambulance host agencies and preserving excellent emergency medical services within the greater Ross Valley.

Longer term:

5. Refine as needed Capital Equipment replacement plans and multi-year cost allocations. Provide for an excess revenue true-up calculation to member agencies if reserves are fully funded.
6. Design a more layered, robust backup ambulance plan.
7. Monitor response performance against adopted goals.

Staff will return to your Board on November 21, 2024, with policy questions that need Board action, including the aforementioned near and long-term items. Specifically, the Ross lease and appropriately modernizing the JPA the JPA policies and the JPA fiscal structure around stability and preserving the excellent EMS delivery our constituents and members have enjoyed for over 40years.

RECOMMENDATION:

Staff recommends you receive the Report from Citygate and direct staff with any follow up items in preparation for the November 21, 2024, Special Meeting where formal Board action/motions will be requested.

FISCAL IMPACT:

Receipt of this report has no immediate fiscal impact.

Respectfully submitted,

Jason Weber, Executive Officer

Attachments:

- a. Citygate EMS Deployment, Fiscal and Governance Review