



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 MEETING

Thursday, February 6, 2020 @ 6:30 p.m. Kentfield Fire District
1004 Sir Francis Drake Blvd. Kentfield, CA 94904

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: Staff recommends that the Board approve the meeting minutes from the December 5, 2019 meeting.
6. NEW BUSINESS
 - a. Presentation of current fiscal mid-year budget. Recommendation: *Receive the report, direct staff as necessary.*
 - b. Adjustment of regular Board meetings: *Recommendation: Receive staff report and recommendation to move to quarterly Board meetings and any additional meetings to meet budget timelines annually.*
7. OLD BUSINESS
 - a. Adopt and execute Subcontract for Services Provided By Marin County Fire Department and Ross Valley Fire Department to Ross Valley Paramedic Authority: *Recommendation: Adopt and ratify Subcontract as proposed.*
8. CQI Reports (Quarterly). Staff recommends that the Board receive any oral/written updates from the CQI managers. *Recommendation: Direct staff as needed.*
 - a. Marin County: Heather Price Fair
 - b. Central Marin Fire: Liz Froneberger
9. Review RVPA Expense Sheet (attached).
10. Transport Billing Data Review (attached).
11. Announcements/Future Agenda Items.
12. Adjournment.

Submitted, /s/ Jason Weber, Executive Officer

This agenda was posted in accordance with #54954.2 and #54954.3 of the Government Code. AMERICAN SIGN LANGUAGE INTERPRETERS AND ASSISTIVE LISTENING DEVICES MAY BE REQUESTED BY CALLING (415)473-4100 AT LEAST 72 HOURS IN ADVANCE. COPIES OF DOCUMENTS ARE AVAILABLE IN ACCESSIBLE FORMATS UPON REQUEST.

Availability of Documents: Any writings or documents provided to a majority of the RVPA regarding any item on this agenda will be made available for public inspection at the Customer Service Counter at Marin County Fire Department Woodacre Station 33 Castlerock Ave, Woodacre 94973, during normal business hours.

THE BOARD OF DIRECTORS OF
THE ROSS VALLEY PARAMEDIC AUTHORITY
Held a meeting:
6:30 p.m. Thursday, December 5, 2019
Kentfield Fire District
1004 Sir Francis Drake Blvd., Kentfield, CA. 94904

1. Call to Order- Chair Reed called the meeting to order at 6:30 p.m.
2. Roll Call
Board Member Attendance: Chair Reed, Bailey, Corbet, Finn (arrived 6:40), Hillmer, Meagor, Przybylski, Salmen
Staff: Weber, Froneberger, McTigue, Price-Fair, Shurtz

3. Pledge of Allegiance

4. Open Time for Public Input

Mr. Fronenberger stated the Hope for Haiti representatives sent a “Thank You” for the donated ambulance.

Executive Officer Weber stated he would like to add the CQI Report under agenda item #9.

5. Review and/or approve Meeting Minutes: From September 5, 2019

M/s, Meagor/Hillmer, to approve the minutes of September 5, 2019 as corrected.
Ayes: All Absent: Finn Abstain: Przybylski

6. NEW BUSINESS

a. 2020 Board Positions

Executive Officer Weber presented a staff report. The rotation would include Boardmember Corbet taking the Chair position and Boardmember Hillmer taking over as Vice Chair. The rotation would occur in January.

M/s, Hillmer/Bailey, to accept the staff recommendation.
Ayes: All Absent: Finn

b. Resolution Recognizing Otis Guy, EMS instructor

Executive Officer Weber presented a staff report. Ms. Fronenberger invited everyone to attend a celebration for Mr. Guy on December 18th at Tarrapin Station at 5:30 p.m.

M/s, Meagor/Bailey, to adopt the Resolution recognizing Otis Guy, EMS instructor, for many years of EMS education to the RVPA agencies.

Ayes: All

7. OLD BUSINESS

- a. Update from Executive Director on contract renewals and legal work

Executive Officer Weber presented the staff report. He continues to work with legal counsel and sent the draft documents to the respective agencies for ratification. The Finance Committee has reviewed the contracts. He will submit the contracts at the next meeting for the Board to approve.

8. Review RVPA Expense Sheet

Executive Officer Weber presented a staff report. He noted there was nothing out of the ordinary. He will provide a mid-year update at the next meeting.

Boardmember Selman asked Executive Officer Weber what he looks at in these reports. Executive Officer Weber stated he looks for anything out of the ordinary.

Boardmember Przybylski had a question about the use of Epi pens

9. Transport Billing Data Review/CQI Report

Executive Officer Weber presented a staff report. He referred to the column titled "Net Payments" and stated it appears there has been a bit of a decline the last few months. He will ask Battalion Chief McTigue to follow-up. Otherwise, there is nothing out of the ordinary.

Boardmember Selman asked if "Net Payments" correlates with the number of calls. Executive Officer Weber stated not always. Much of it has to do with the number of Medicare/Medical patients transported vs. private payers. There is some Federal reimbursement for Medical patients through the GEMT and IGT Programs.

Ms. Fronenberger reported on the following: 1) Dispositions; 2) Transport Mode from Scene; 3) Non Transports; 4) Call by City; 5) Response by City; 6) Transports by Destination; 7) Facility. She and Ms. Price-Fair are finally satisfied with the new PCR program and the reports that are being generated. There are more patient care records being generated and she has confidence in the numbers. She discussed Central Marin Fire Department vs. RVPA data.

Boardmember Hillmer had a question about "Cancel Prior to Arrival on Scene". Ms. Price-Fair provided the answer.

Boardmember Selman had a question about "Transfer to Landing Zone". Battalion Chief McTigue stated this was an inter-facility transfer by a helicopter.

Executive Officer Weber noted there were 63 transports from San Quentin. Ms. Fronenberger stated that includes transports from San Quentin Village- they are not all from the prison. This is less than one a day. She met with representatives of the prison and will continue to keep an eye on these transports. Boardmember Meagor asked about the financial impacts. Battalion Chief McTigue explained the reimbursement rates. Executive Officer Weber noted they cannot collect from a state prison.

10. Announcements/Future Agenda Items

Ms. Fronenberger congratulated Ms. Price-Fair for her work on the very successful Trauma Symposium held at Marin General Hospital in October. The event was sold-out.

Battalion Chief McTigue (?) reported that the SMART train route will go into Larkspur very soon. Seven engine companies participated in a drill simulating a fire in the tunnel and a rescue out of the tunnel. Marin General Hospital was also involved.

Executive Officer Weber asked the Board to consider holding quarterly meetings. It would line up with Budget Hearings.

M/s, Bailey/ Przybylski, to cancel the January, 2020 Board meeting.

Ayes: All

11. Adjournment- Chair Reed adjourned the meeting at 7:10 p.m. The next Board meeting would be Thursday, February 6, 2020.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary

RVPA Staff Report

TO: RVPA Board
FROM: Jason Weber, Executive Officer
SUBJECT: Mid-Year Budget Update FY 19-20
MEETING DATE: February 6, 2020

BACKGROUND

The Budget Report as of December 31, 2019 shows RVPA financials at mid-year.

DISCUSSION

RVPA has received the first of two property tax payments, which are tracking on budget. Transport billing is at \$459K with only 44% left remaining to collect.

Expenses are tracking below expected at mid-year. This is due to invoices not being received prior to December 31st. Over all, we expect to be on track to complete the year at or below our budget.

STAFF RECOMMENDATION

Accept the report, no action required.

Attachments

1. Budget Report



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 705 - ROSS VALLEY PARAMEDIC							
Revenue							
705-1204-101004	INVESTMENT EARNINGS	2,200.00	2,200.00	0.00	9,244.21	7,044.21	420.19 %
705-1205-200002	KENTFIELD FIRE DIST	223,485.33	223,485.33	122,034.55	122,926.41	-100,558.92	45.00 %
705-1205-200003	CITY OF LARKSPUR	599,324.40	599,324.40	330,567.16	333,279.97	-266,044.43	44.39 %
705-1205-200004	COUNTY SER AREA 27	57,824.55	57,824.55	32,359.25	32,638.36	-25,186.19	43.56 %
705-1205-200007	TOWN OF FAIRFAX	296,285.02	296,285.02	162,336.35	163,731.48	-132,553.54	44.74 %
705-1205-200009	TOWN OF ROSS	75,809.98	75,809.98	41,812.93	42,171.70	-33,638.28	44.37 %
705-1205-200010	SLEEPY HOLLOW FIRE DIST	72,067.05	72,067.05	39,893.70	40,238.11	-31,828.94	44.17 %
705-1205-200013	SAN ANSELMO	471,711.60	471,711.60	257,200.90	259,330.86	-212,380.74	45.02 %
705-1207-103000	OTHER REVENUE	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
705-1207-103005	TRANSPORT BILLING	819,880.00	819,880.00	55,062.45	459,579.18	-360,300.82	43.95 %
	Revenue Total:	2,623,587.93	2,623,587.93	1,041,267.29	1,463,140.28	-1,160,447.65	44.23 %
Expense							
705-0046-000-003000	PART TIME	7,210.00	7,210.00	120.00	840.00	6,370.00	88.35 %
705-0046-001-012001	FINANCIAL & ADMINISTRATIVE SERVI...	48,745.78	48,745.78	19,593.00	22,974.75	25,771.03	52.87 %
705-0046-001-012003	ALS BACK UP	64,375.00	64,375.00	9,949.81	25,775.11	38,599.89	59.96 %
705-0046-001-012012	CONSULTANT	5,150.00	5,150.00	2,841.25	2,841.25	2,308.75	44.83 %
705-0046-001-012031	DEFIBRILLATORS	9,270.00	9,270.00	0.00	11,726.52	-2,456.52	-26.50 %
705-0046-001-012038	TRANSPORT BILLING FEES	51,500.00	51,500.00	3,540.23	17,402.36	34,097.64	66.21 %
705-0046-001-012039	PARCEL TAX TRANSFER TO CM	9,164.00	9,164.00	0.00	0.00	9,164.00	100.00 %
705-0046-001-016000	LEGAL SERVICES	12,360.00	12,360.00	0.00	0.00	12,360.00	100.00 %
705-0046-001-018000	COUNTY CONTRACT	1,687,118.00	1,687,118.00	0.00	0.00	1,687,118.00	100.00 %
705-0046-002-021000	AUTOMOTIVE FUELS	10,300.00	10,300.00	0.00	0.00	10,300.00	100.00 %
705-0046-002-024000	PRINTED & PHOTOGRAPHIC	1,030.00	1,030.00	0.00	0.00	1,030.00	100.00 %
705-0046-002-026000	OFFICE SUPPLIES	206.00	206.00	0.00	0.00	206.00	100.00 %
705-0046-002-028002	ENGINE MEDIC PROGRAM - RVFD	243,080.00	243,080.00	0.00	0.00	243,080.00	100.00 %
705-0046-002-028003	ENGINE MEDIC PROGRAM - LARKSPUR	175,433.00	175,433.00	0.00	0.00	175,433.00	100.00 %
705-0046-002-028004	EMS TRAINING/SUPPLY REIMB	90,000.00	90,000.00	0.00	11,587.00	78,413.00	87.13 %
705-0046-002-028010	DISPOSABLE MEDICAL SUPPLIES	77,250.00	77,250.00	5,911.65	29,349.00	47,901.00	62.01 %
705-0046-004-040000	POSTAGE	515.00	515.00	0.00	637.11	-122.11	-23.71 %
705-0046-004-090002	MISC	1,030.00	1,030.00	31.00	31.00	999.00	96.99 %
705-0046-005-053000	AUTOMOTIVE EQUIPMENT REPAIRS	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
705-0046-006-064000	INSURANCE/MISC	5,400.00	5,400.00	0.00	0.00	5,400.00	100.00 %
705-0046-007-073008	TAX COLLECTION SERVICE	8,240.00	8,240.00	5,934.80	5,934.80	2,305.20	27.98 %
705-0046-007-074000	RENT	30,900.00	30,900.00	0.00	0.00	30,900.00	100.00 %
705-0046-007-075002	PMTS TO OTHR AGENCIES	0.00	0.00	9,515.55	9,515.55	-9,515.55	0.00 %
705-0046-008-087001	OTHER EQUIPMENT/BUILDING	2,060.00	2,060.00	78.95	473.70	1,586.30	77.00 %
705-0046-008-087002	EQUIPMENT REPLACEMENT	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00 %
705-0046-008-087008	OTHER EQUIPMENT	0.00	0.00	0.00	840.29	-840.29	0.00 %
	Expense Total:	2,622,336.78	2,622,336.78	57,516.24	139,928.44	2,482,408.34	94.66 %
	Fund: 705 - ROSS VALLEY PARAMEDIC Surplus (Deficit):	1,251.15	1,251.15	983,751.05	1,323,211.84	1,321,960.69	05,659.65 %
	Report Surplus (Deficit):	1,251.15	1,251.15	983,751.05	1,323,211.84	1,321,960.69	05,659.65 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 705 - ROSS VALLEY PARAMEDIC						
Revenue	2,623,587.93	2,623,587.93	1,041,267.29	1,463,140.28	-1,160,447.65	44.23 %
Expense	2,622,336.78	2,622,336.78	57,516.24	139,928.44	2,482,408.34	94.66 %
Fund: 705 - ROSS VALLEY PARAMEDIC Surplus (Deficit):	1,251.15	1,251.15	983,751.05	1,323,211.84	1,321,960.69	05,659.65 %
Report Surplus (Deficit):	1,251.15	1,251.15	983,751.05	1,323,211.84	1,321,960.69	05,659.65 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
705 - ROSS VALLEY PARAMEDIC	1,251.15	1,251.15	983,751.05	1,323,211.84	1,321,960.69
Report Surplus (Deficit):	1,251.15	1,251.15	983,751.05	1,323,211.84	1,321,960.69

RVPA Staff Report

TO: RVPA Board
FROM: Jason Weber, Executive Officer
SUBJECT: Regular Board Meeting Scheduling
MEETING DATE: February 6, 2020

BACKGROUND

Ross Valley Paramedic Authority Board has historically met monthly. Over the last 24 months meetings have regularly been cancelled secondary to little or no actionable Board items. Your Board has worked to create a fiscally stable and operationally sound emergency medical services delivery system. We are in our first year of a four-year tax cycle with no major changes forecasted in the delivery system or administrative functions.

STAFF RECOMMENDATION

Staff is recommending moving to quarterly meetings with a regularly scheduled meeting to meet budget adoption timelines. The following is the proposed meeting schedule occurring on the first Thursday of the following months:

March
May – Draft Budget presented
June – Budget Adoption
September
December

FISCAL IMPACT

Fiscal impacts are minimal and would include reduced costs for Board stipends and reduced staff time with meeting preparation.

RVPA Staff Report

TO: RVPA Board
FROM: Jason Weber, Executive Officer
SUBJECT: Sub-Contracts RVFD and MCFD
MEETING DATE: February 6, 2020

BACKGROUND

The Ross Valley Paramedic Authority has had a contract with the Marin County Fire Department to provide paramedic staffing on an ambulance, operational support, CQI and Medical Direction since the early 1980's. In the early 2000's paramedics were added to engine companies in the Ross Valley Fire Department. The attached two sub-contracts are reflective of an effort to update all contracts with member agencies to ensure documents are contemporary and reflective of services provided. The RVPA finance sub-committee and RVPA Fire Chiefs have reviewed the documents. The attached documents have gone before the sub-contractors Boards and approved.

STAFF RECOMMENDATION

Staff recommends your Board ratifies and executes the sub-agreements and authorizes the Board President to sign.

FISCAL IMPACT

The associated costs of the sub-contracts have been factored into the current fiscal year adopted budget and remaining 3years of the existing RVPA parcel tax.

Subcontract For Life Support And Administrative
Services Provided By Marin County Fire
Department To Ross Valley Paramedic Authority

July 1, 2019

SUBCONTRACT
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Subcontract

This Subcontract is entered into and is effective July 1, 2019 (the “Effective Date”) between the ROSS VALLEY PARAMEDIC JOINT POWERS AUTHORITY (hereinafter “RVPA”) and the COUNTY OF MARIN, by and through its MARIN COUNTY FIRE DEPARTMENT (hereinafter “MCFD”) for basic and advanced life support services and certain administrative services provided by MCFD to RVPA as set forth herein.

Recitals

A. RVPA was formed in 1982 pursuant to a joint powers agreement by and among the Town of Corte Madera, the City of Larkspur, the Town of Ross, the Town of San Anselmo, the Town of Fairfax, the Kentfield Fire Protection District, the Sleepy Hollow Fire Protection District and the County of Marin for the purpose of having a single consolidated agency provide paramedic/life support services throughout the Ross Valley and across jurisdictional boundaries.

B. RVPA and the County of Marin on August 17, 1999 entered into a contract with each other entitled “Agreement Advanced and Basic Life Support Service.” Under this 1999 Agreement, County contracted with RVPA for RVPA to provide basic and advanced life support services within a designated service area consistent with minimum requirements promulgated by County. The foregoing 1999 Agreement has been in full force and effect continuously from 1999 to the present, and RVPA for the past nineteen years has fully performed by satisfactorily providing the specified life support services. County and RVPA will continue operating under this 1999 Agreement for the foreseeable future on a year-to-year basis by mutual consent of the parties.

C. RVPA, under its 1999 Agreement with County, is an independent contractor which may subcontract for the life support/paramedic services it provides County so long as (i) any subcontract contains minimum provisions specified by the 1999 Agreement; (ii) the subcontracting party is qualified to render such services; (iii) the subcontracting procedures follow established County guidelines; and (iv) the subcontract is both filed with and approved by County. MCFD has been provided with a complete copy of the 1999 contract which is incorporated by reference as though fully set forth herein.

D. Pursuant to its aforementioned 1999 Agreement with the County, RVPA in prior, multiple years has subcontracted with MCFD for the provision of life support/paramedic services within a designated service area, as well as for certain administrative services.

E. It is the intention of the parties hereto that MCFD will continue to subcontract with RVPA for the provision of the same life support/paramedic and administrative services.

NOW THEREFORE, the purpose and intent of this Subcontract is to set forth the current terms, conditions, requirements and procedures that shall govern and control the provision of basic and advanced life support services, as well as administrative services, by MCFD to RVPA as authorized by the Joint Exercise of Powers Act (Government Code Sections 6500, et seq.) which expressly permits the parties to contract for such services with each other.

Subcontract

RVPA and MCFD, in consideration of the mutual promises, covenants, terms and conditions set forth below, hereby agree as follows:

SECTION 1. Term Of This Subcontract

This Subcontract shall commence on the above-stated Effective Date and shall continue in full force and effect for an indefinite term until terminated as set forth below. In no event shall this Subcontract extend beyond the life of the aforementioned 1999 Agreement between County and RVPA.

SECTION 2. Earlier Subcontracts Superseded

This Subcontract supersedes all other earlier subcontracts between RVPA and MCFD for the provision of life support services, which earlier subcontracts are hereby revoked, terminated and are of no force or effect.

SECTION 3. MCFD As Independent Contractor

MCFD at all times and for all purposes under this Subcontract is an independent contractor and shall not be deemed an agent, servant or employee of RVPA, nor is this Subcontract to be construed as a partnership, joint venture or association by MCFD with RVPA.

SECTION 4. Conformance With 1999 Contract

RVPA is authorized to subcontract for the life support services specified under its 1999 Agreement with County provided that (i) any and all such subcontracts at a minimum contain the provisions required by the County for such subcontracts; (ii) the subcontracting party is fully-qualified to render such services; (iii) the subcontractor follows established County guidelines; and (iv) the subcontract is approved in advance by County which shall not unreasonably withhold such approval. To the extent possible, all such subcontracts shall be in a standardized, consistent form with all common provisions equally applicable to all subcontractors. Fully-executed copies of all subcontracts, including this Subcontract, shall be provided by RVPA to, and be on file with, County.

SECTION 5. Terms Defined

Terms used throughout this Subcontract are defined in Appendix "A" attached hereto and by this reference incorporated herein.

SECTION 6. Services To Be Rendered

Upon receipt of verbal authorization issued by County Communications, MCFD shall, for the consideration set forth in this Subcontract, provide Basic and Advanced Life Support Services to the assigned service area described in Appendix "B" attached hereto and by this reference incorporated herein. Such services shall be provided in accordance with the Minimum Requirements set forth in Appendix "C" attached hereto and by this reference incorporated herein, as well as all policies and procedures contained in the Marin County Emergency Medical

Services Policy and Procedure Manual (as currently and periodically updated). MCFD also agrees to provide to RVPA the administrative services set forth in Appendix “D” attached hereto and incorporated herein by this reference. MCFD further agrees to provide for the Continuous Quality Improvement (CQI) services as set forth in Appendix “E” attached hereto and incorporated herein by this reference.

SECTION 7. Compensation For Services Rendered

The terms and conditions for compensation to MCFD for its life support and administrative services provided under this Subcontract are set forth in Appendix “F” attached hereto and incorporated herein by this reference.

SECTION 8. Performance Review

RVPA reserves the right at any time to review MCFD’s performance under this Subcontract, and agrees to provide to MCFD the results of its review. MCFD agrees to cooperate with any and all requests for information and documents related to any such review and, if necessary, to cooperate and provide material to County’s EMS Agency.

SECTION 9. Health & Safety Concerns

If any provisions of this Subcontract are violated by MCFD in a manner that presents a possible or potential danger to the public health and safety, RVPA’s Executive Officer shall notify County’s EMS Agency of the alleged violation by telephone and in writing. If MCFD fails to correct the violation within fourteen (14) days after receipt of written notice, RVPA may suspend this Subcontract until such violation has been corrected. The decision of RVPA as to the existence of a contract violation and its resolution shall be final, but MCFD shall be permitted to present its response to the RVPA’s Board of Directors either in writing or orally or both before any such final decision is rendered.

SECTION 10. EMS Policies & Procedures

County’s Emergency Medical Services Policy and Procedures Manual shall guide the performance of all of MCFD personnel when operating under this Subcontract. Copies shall be maintained by MCFD, including revisions as they take place. MCFD shall ensure that drivers and attendants are familiar with the contents of this Manual. MCFD shall not enact policies or procedures that conflict with County’s policies or procedures. Both RVPA and MCFD shall have the opportunity to review and provide input during the formulation of all such County policies applicable to this Subcontract.

SECTION 11. Vehicle & Records Inspections

MCFD upon reasonable notice given by RVPA shall make available all vehicles and records involved in the performance of this Subcontract for purposes of inspection by RVPA and/or County’s EMS Agency.

SECTION 12. Changes To Applicable Federal Or State Statutes

RVPA and County reserve the right to modify their standards applicable herein to conform with any changes in applicable Federal or State statutes. Notice of modifications shall be mailed to MCFD's Fire Chief at least thirty (30) days prior to the effective date of said statutes (unless such statutes are urgency measures). MCFD will have thirty (30) days from time of notification to institute changes unless a different time frame is agreed upon in writing by the parties.

SECTION 13. Changes To 1999 Agreement Affecting This Subcontract

The parties hereby acknowledge and agree that termination or modification of RVPA's 1999 Agreement with County will affect this Subcontract. For example, termination of the 1999 Agreement would result in the immediate termination of this Subcontract and the cessation of all life support and other services being provided hereunder. The parties therefore agree to work together in advance of any changes to said 1999 Agreement in order to eliminate and/or minimize any disruption to services and to provide for an orderly transition necessitated by any such changes.

SECTION 14. Hold Harmless & Indemnification

RVPA and MCFD each agree to defend, indemnify and hold harmless the other, and the other's officers, agents and employees, against any and all liabilities, injuries or damages caused by the intentional or negligent acts, errors or omissions of their own respective employees, agents or representatives in connection with their performance and duties under the terms and provisions of this Subcontract. The duty to indemnify and hold harmless shall include the duty to defend as set forth in California Civil Code Section 2778. In the event of concurrent negligence or liability of the parties, liability shall be apportioned between RVPA and MCFD under the doctrine of comparative fault as established under California law.

SECTION 15. Insurance

MCFD shall carry at its own expense during the full term of this Subcontract the insurance coverages specified in Appendix "G" attached hereto and by this reference incorporated herein. MCFD shall provide a current endorsement of such coverages (on the general liability endorsement form attached hereto as Appendix "H") to RVPA within ten (10) days of this Subcontract being fully executed by each of the parties' representatives set forth below.

SECTION 16. Conflict Of Interest

Both RVPA and MCFD warrant and covenant that they presently have no interest in, nor shall any interest be hereinafter acquired, in any matter which will render the services required under the provisions of this Subcontract a violation of any applicable state, local or federal law. RVPA and MCFD further warrant that no officer or employee of theirs has influenced or participated in a decision to award this Subcontract which has or may confer a benefit, pecuniary or otherwise, in a manner which would violate State law. In the event that any conflict of interest or violation of this section should nevertheless hereafter arise, that party shall promptly notify

the other of the existence of the conflict such that all appropriate action immediately may be undertaken.

SECTION 17. Assignability

MCFD shall not assign all or any portion of this Subcontract.

SECTION 18. Dispute Resolution Process

Should any disagreement or dispute between RVPA and MCFD arise concerning interpretation, implementation and/or enforcement of any of the terms or subject matter of this Subcontract, the parties shall submit such dispute to mandatory mediation before an agreed upon mediator, each party to pay an equal share of the mediation fees and each party to pay its own attorneys' fees and legal costs. Should RVPA and MCFD be unable to agree upon a mediator, they shall agree upon a mediation service and shall have that service select a mediator for them. Should mediation be unsuccessful, then RVPA and MCFD each agree that they shall submit their dispute to binding arbitration before a mutually-agreeable arbitrator. If they cannot agree upon an arbitrator, they shall select an arbitration service which shall select an arbitrator for them. RVPA and MCFD each shall pay an equal portion of the arbitration fees and each party shall pay its own attorneys' fees and legal costs, it hereby being agreed that the arbitrator shall have no authority to award attorneys' fees or costs to any prevailing party. RVPA and MCFD hereby expressly waive any and all rights to have disputes under this Subcontract decided by court action, court trial, jury trial or any other legal action of any kind or type, other than the mandatory mediation and binding arbitration process specified above. However, in emergency or extraordinary circumstances, each or both parties may seek equitable or injunctive relief to preserve the status quo pending occurrence of the mediation/arbitration process herein specified. It is the express intent of both RVPA and MCFD to have any and all disputes under this Subcontract resolved by the above-specified mediation/arbitration process and in as timely and economical manner as possible.

SECTION 19. Default

Subject to any extensions of time by mutual consent of the parties in writing, any failure of either party to timely perform any material obligation of this Subcontract shall constitute an event of default as to that party, if (i) such defaulting party does not cure such failure within thirty (30) days following receipt of written notice of default from the other party, where such failure is of a nature that can be cured within such thirty (30) day period, or (ii) if such failure is not of a nature which can be cured within a thirty (30) day period, the allegedly defaulting party does not, within said thirty (3) day period, commence substantial efforts to cure such failure or thereafter does not, within a reasonable period of time, prosecute to completion with diligence and continuity the curing of the failure. The time to cure may be extended in writing at the discretion of the party giving notice. Any notice of default given hereunder shall be served on the other party and shall specify in detail the nature of the failure(s) in performance which the noticing party claims constitutes the event of default and the manner in which such default may be satisfactorily cured in accordance with the terms and conditions of this Subcontract. Failure of a party to timely cure or commence and diligently prosecute to completion the cure of a material default of this Subcontract shall entitle the non-defaulting party to terminate this Subcontract in

accordance with the termination provisions set forth herein and/or to pursue all other remedies available under the dispute resolution process set forth in Section 18 above.

SECTION 20. Equal Opportunity & Non-Discrimination

MCFD and all its employees while performing under this Subcontract shall comply with the equal opportunity and non-discrimination provisions of all applicable federal, state and local laws, statutes and ordinances. MCFD and its employees shall not discriminate on the basis of race, color, national origin, ancestry, religion, sex, sexual preference, marital status, age, physical or mental disability in any matters related to access to or provision of services, or related to employment.

SECTION 21. Termination

This Subcontract may be terminated by one hundred twenty (120) days written notice being given by either party to the other party. However, if either party considers termination it must, at least thirty (30) days prior to recommending or proposing any action to effect termination, give written notice to the other party, including its reasons(s) for contemplating termination. Within fifteen (15) days after giving such written notice, the parties shall meet to discuss the contemplated termination, which meeting should include both parties' involved representatives, designated liaison persons and legal counsel. An agreed-upon mediator may also attend if both parties agree to have such a mediator present and agree to equally share all costs of the mediator. If no written or oral agreement is reached avoiding any contemplated termination, both parties within fifteen (15) days of meeting shall in a joint written statement recommend that termination occur and the reasons therefor. Either party then may, at the time or after this joint statement is made, elect to give the other party the aforementioned 120-day written notice of its intent to terminate this Subcontract.

SECTION 22. Amendments

This Subcontract shall not be further amended or modified at any time and in any respect whatsoever except in writing and by both parties hereto. RVPA and MCFD each agrees that it will make no claim at any time that this Subcontract has been orally amended or modified, and each agrees that no oral waiver, amendment or modification shall be effective for any purpose.

SECTION 23. Breach & Enforcement

This Subcontract may be pleaded as a full and complete defense to, and may be used as the basis for a petition/motion against, any action, suit or other proceeding which may be instituted, prosecuted or maintained in breach of this Subcontract, including but not limited to a petition/motion to compel mediation and/or arbitration.

SECTION 24. Severability

Should any provision of this Subcontract be determined by any court to be illegal or invalid, the validity of the remaining parts, terms or provisions shall not be affected thereby, and said illegal or invalid part, term or provision shall be deemed not to be part of this Subcontract.

SECTION 25. Governing Law

This Subcontract is made and entered into within the State of California, and shall in all respects be interpreted, enforced and governed under the laws of the State of California, with venue agreed to be within the County of Marin. The language of all parts of this Subcontract shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against either RVPA or MCFD.

SECTION 26. Parties' Representations

RVPA and MCFD each represent and acknowledge that, in executing this Subcontract, they do not rely, and have not relied, upon any representation or statement made by any of their agents, representatives or attorneys with regard to the subject matter, basis or fact of this Subcontract or otherwise.

SECTION 27. Binding Upon Successors

This Subcontract shall be binding upon the parties and their administrators, representatives, executors, successors and assigns, and shall inure to the benefit of the parties, and each of them, and their administrators, representatives, executors, successors and assigns.

SECTION 28. Headings

The section headings and titles contained in this Subcontract are for convenience and reference only and are not intended to define, limit, or describe the scope of any provision of this Subcontract.

SECTION 29. Consent

Whenever any consent or approval is required by this Subcontract, such consent or approval shall not be unreasonably withheld, conditioned, or delayed, except as otherwise specifically set forth herein.

SECTION 30. Designated Representatives

The Executive Officer of RVPA is its designated representative and will administer this Subcontract on its behalf. MCFD's Fire Chief is its designated representative. Changes in designated representatives shall occur by advance written notice to the other party.

SECTION 31. Notices

All notices and demands of any kind which either party may require or desire to serve on the other in connection with this Subcontract must be served in writing either by personal service or by registered or certified mail, return receipt requested, and shall be deposited in the United States Mail, with postage thereon fully prepaid, and addressed to the parties to be served as follows:

If to RVPA:

Executive Officer, Ross Valley Paramedic Authority
P.O. Box 518
Woodacre, CA 94973

If to MCFD:

Fire Chief, Marin County Fire Department
P.O. Box 518
Woodacre, CA 94973

Each party shall provide the other with telephonic and written notice of any change of address as soon as practicable. Notices given by personal delivery or acknowledged shall be effective immediately.

SECTION 32. Appendices

The following appendices to this Subcontract are attached hereto and incorporated by reference as though fully set forth herein:

Appendix A	Definition of Terms
Appendix B	Paramedic Service Area
Appendix C	Minimum Requirements
Appendix D	Administrative Services
Appendix E	Continuous Quality Improvement (CQI) Services
Appendix F	Compensation
Appendix G	Standard Insurance Requirements
Appendix H	General Liability Endorsement Form

SECTION 33. Execution In Counterparts

This Subcontract may be executed on behalf of the parties in one or more counterparts, all of which collectively shall constitute one document and subcontract.

SECTION 34. Effective Date

The effective date of this Subcontract is the date set forth in the first paragraph hereof, once this Subcontract is fully executed by each of the parties' representatives set forth below.

IN WITNESS WHEREOF the parties hereto have entered into and executed this Subcontract as follows:

COUNTY OF MARIN

Attest:

Board Clerk

By: _____
President, Board of Supervisors

**ROSS VALLEY PARAMEDIC
AUTHORITY**

Attest:

RVPA Clerk

By: _____
Chair, Board of Directors

APPENDIX A
DEFINITION OF TERMS

Advanced Life Support (ALS)

Special services designed to provide definitive pre hospital emergency medical care including but not limited to, cardiopulmonary resuscitation, cardiac monitoring, cardiac defibrillation, advanced airway management, intravenous therapy, administration of specified drugs and other medicinal preparations, and other specified techniques and procedures administered by authorized personnel under the direct supervision of a base hospital as part of a local EMS system at the scene of an emergency, during transport to an acute care hospital, during interfacility transfer, and while in the emergency department of an acute care hospital until responsibility is assumed by the emergency or other medical staff of that hospital.

Hospital

One of a limited number of hospitals which, upon designation by the local EMS agency and with a written contractual agreement with the local EMS agency, is responsible for providing medical direction and supervision of EMT-P personnel in accordance with Title 22, Section 100169.

Hospital ED Physician

A physician and surgeon who is currently licensed in California, who is assigned to the emergency department of a participating hospital, and who has been trained to issue advice and instructions to pre-hospital emergency medical care personnel consistent with state-wide guidelines established by the Emergency Medical Services Authority.

Basic Life Support (BLS)

The level of emergency medical care which includes advanced first aid and cardiopulmonary resuscitation (CPR) procedures which, as a minimum, include recognizing respiratory and cardiac arrest and starting the proper application of cardiopulmonary resuscitation to maintain life without invasive techniques until the victim may be transported or until advanced life support is available.

Code 2

An urgent, but not emergency, medical response that may result in the transport of a patient. Method of travel - Respond as soon as possible upon receipt of the call, driving in a manner that does not violate any posted speed or traffic regulations, using no red lights or siren.

Code 3

An emergent medical response that may result in the transport of a patient. Method of travel - Respond as soon as possible upon receipt of the call, using due caution, red lights and siren.

County Communications

The Communications Division of the Sheriffs Department, County of Marin, including all personnel and equipment attached thereto, designated by County to exercise radio control and to coordinate emergency medical dispatching, as well as other specific public safety responses.

Dry Run

An ambulance trip, authorized by County Communications, that does not result in patient contact.

Emergency Medical Technician I (EMT-I)

An individual trained in all facets of basic life support according to the standards proscribed by the state pursuant to the Health and Safety Code, and who has a valid certificate issued pursuant to that law.

Emergency Medical Technician Paramedic (EMT-P)

An individual whose scope of practice to provide advanced life support is according to standards prescribed by state law in the Health and Safety Code, and who has a valid certificate pursuant to that law.

Emergency Medical Services (EMS) Agency

The agency, department, or office having primary responsibility for administration of emergency medical services within Marin County.

Emergency Medical Services Authority

The state agency within the Health and Welfare Agency with the responsibility, under the Health and Safety Code, for the development of planning and implementation guidelines for emergency medical services systems.

Mobile Intensive Care Nurse (MICN)

A registered nurse, employed by a participating hospital and working in a participating hospital Emergency Department who has been authorized by the EMS Medical Director to provide instruction to paramedics under the supervision of a hospital ED physician.

Response Times

"To call" time (dispatch interval) --time from receipt of call by dispatch agency to receipt of call by provider agency or provider agency dispatch.

"To dispatch" time (in-service interval) --time from receipt of call by provider agency until unit is "in service". "In service" means response unit wheels are rolling.

"To-scene" time--time from "in service" to arrival at designated destination--when vehicle wheels stop rolling.

"At scene" time--time interval between arrival on scene and departure from scene.

"Actual response time"-- time interval from receipt of call by provider agency or provider agency dispatch until "on scene". Time used to evaluate contract compliance.

APPENDIX B
PARAMEDIC SERVICE AREA C

Central Marin starting at the summit of Loma Alta at Post H-5 of Rancho Canada de Herrera; thence northeasterly to the ridge line between Terra Linda and Sleepy Hollow, continuing southeasterly along the ridge line to the existing city limits of San Rafael; thence southeasterly along said city limits to the most northerly point of Parcel 6 of County Service Area 19; thence leaving said city limits southerly along the northwesterly boundary of said CSA 19 to the point of intersection with the city limits of San Rafael; thence leaving said CSA 19 boundary and continuing southerly and easterly along the San Rafael limits and the southerly boundary of Parcel I of CSA 19 to a point of intersection of said city limits, the easterly right of way of Sir Francis Drake Blvd. East and State Highway 17; thence leaving said San Rafael limits and continuing easterly along the southerly right of way of Highway 17 to the point of intersection with the shoreline of San Francisco Bay at Point San Quentin; thence southerly along said shoreline to a point on the northerly boundary of the Tiburon Fire District; thence westerly along said Fire District boundary and the southerly boundary of Corte Madera to the point of intersection with the Mill Valley City limits; thence westerly along said limits to the most northern point of the City of Mill Valley; thence northwesterly in a direct line to the East Peak of Mr. Tamalpais; thence southwestly in a direct line to the northern right of way at the easterly terminus of Ridgecrest Blvd.; thence following said right of way to the intersection of Pan Toll Road; thence northwest along Bolinas Ridge Blvd. to the most westerly corner of the 5515.38 acre MMWD parcel as said parcel is described in Book 215 of Official Records at Page 337, Marin County Records; thence northerly and northwesterly along the westerly boundary of said MMWD parcel to the most northerly corner thereof, said corner also being on the westerly boundary of Rancho Canada de Herrera; thence northerly and westerly along said Rancho line to the point of beginning.

APPENDIX C
MINIMUM REQUIREMENTS

I. Coverage Requirements

- A. Must provide continuous 24-hour/day, year-round coverage for all urgent (Code 2) and emergent (Code 3) medical dispatches in assigned service area.
- B. Must provide the minimum staffing for one ALS Ambulance to service the RVPA exclusive operating area. Ambulance staffing to consist of a minimum of one Engineer Paramedic and one firefighter Paramedic meeting County of Marin EMS standards. At the discretion of the contractor on rare occasion, contractor may staff ambulance with one paramedic and one EMT.
- C. Must assure the availability of ALS care and transport to all patients regardless of their ability to pay.
- D. The desired maximum response time for ALS ambulance is ten (10) minutes to 90% of emergent calls originating in assigned service area.
- E. Response time components will be recorded by County Communications and maintained by County. Contractor will be considered to be "in compliance" with response time requirements when the 'to dispatch' time is two (2) minutes or less ninety five percent of the time, reported monthly.
- F. Must respond immediately with available ALS ambulance in a mutual aid capacity outside assigned area of responsibility, but within Marin County, if directed to do so by County Communications.
- G. Must provide, or cause to be provided by agreement or contract, availability of ALS unit to assure citizen access to care.
- H. Review of patient care and services will occur as detailed in contractor's Continuous Quality Improvement plan, which has been reviewed and approved by, and is on file with, the EMS Office.

II. Communication and Dispatch Requirements

- A. Contractor must agree to install, utilize and maintain the appropriate radio equipment as follows:
 - 1. All ALS units and BLS ambulances used for emergency medical response must be equipped with two-way radios on frequencies designated by County Communications for the purpose of dispatching by, and status-keeping with, County Communications.
 - 2. Communications equipment, compatible with the existing communications system, must be installed prior to assignment of a vehicle for zone coverage.

3. Two-way radios must be operated in conformance with all applicable rules and regulations of the Federal Communications Commission.
4. All mobile data services and hardware for patient care reports shall be provided at Contractor's expense.
5. All mobile and portable radio equipment used must be approved by the County DPW Communications Shop if they are contracted for repair and maintenance.
6. All emergency calls requiring a Code 3 response which Contractor receives from sources other than County Communications will be reported immediately to County Communications who shall assume responsibility for dispatching the most appropriate response as defined in policy.

B. Dispatching will occur as follows:

1. Contractor-owned units/ambulances will be dispatched by County Communications Center utilizing approved Marin County policies/procedures/and protocols.
2. All subcontracted ALS and BLS units/ambulances involved in emergency medical care under this agreement shall be directly dispatched by County Communications.
3. Upon receipt of verbal authorization, as promptly as possible, the appropriate vehicle and crew must be en route to the designated location, proceeding in a manner specified by EMD protocols. If response will be delayed, Contractor shall inform County Communications of delay and the need for alternative response should be evaluated.
4. Contractor shall inform County Communications of any changes in availability and status of ALS units and BLS ambulances, in or out of service. Those vehicles not staffed according to contract requirements shall be out of service and reported as such to County Communications and the Marin County EMS Agency within 15 minutes.
5. ALS units and BLS ambulances will use the unit identification number designated by County Communications.

III. Equipment and Supply Requirements

A. Vehicles

1. Ambulance vehicles shall meet standards specified in Title 13, Chapter 2, of the California Administrative Code.
2. Vehicles will be maintained cleanly and in good mechanical and body condition at all times.

3. Vehicle maintenance shall be performed as per manufacturer recommendation, with records of same available for inspection as requested by County.
- B. Safety Equipment: Safety Equipment to be carried on all ambulances and maintained in good working order shall include those items listed as requirements by the California Administrative Code and as recommended by Title 22 of the Health and Safety Code.
- C. In addition to the above, units will carry all equipment listed in the Marin County EMS Policy and Procedure Manual, "Ambulance Supply/Equipment Requirements", policy # 5002., as appropriate.

IV. Relationship with the County Department of Health and Human Services:

A. Committees

1. Contractor will designate a member of the Pre-hospital Medical Care Committee, a standing committee of the Emergency Medical Care Committee and advisory to the EMS Medical Director and EMS Program Administrator.
 - a. Designation is to assure Contractor input during formulation or change in EMS system policies and procedures.
 - b. Designation is to assure that Contractor is informed as to system direction and change as discussed in on-going meetings.

B. Data Collection

1. Contractor agrees to utilize standardized ambulance records as designated by County.
2. Contractor agrees to supply to County other statistical information as mutually agreed upon.
3. County agrees to supply to Contractor statistical information as mutually agreed upon and related to Contractor's service area.

C. System Coordination

1. Contractor will work cooperatively with County to plan for, implement and maintain a coordinated and integrated emergency medical services system.
2. Contractor will maintain complete financial records pertinent to and during the performance of this Subcontract.
3. All records maintained pursuant to this Subcontract shall be available for inspection, audit, or examination by the EMS Medical Director or designee

and shall be preserved by the Contractor for at least three (3) years from the termination of this Subcontract.

4. EMS Medical Director or designee may inspect vehicles and records during normal business hours, without prior notice, to verify Contractor compliance with the terms and conditions of this Subcontract.
5. Contractor shall designate a single individual as liaison between the EMS Office, the hospitals, and the Provider Agency.

D. Public Education

1. Contractor shall be active in providing public education to the community it serves (e.g. CPR, 911 campaign, general EMS awareness, etc.).
2. Public education programs shall be coordinated and consistent with objectives established by the parties to this agreement.

APPENDIX D
ADMINISTRATIVE SERVICES

MCFD agrees to provide administrative oversight of all aspects of this Subcontract, and agrees to provide an Administrator who is responsible for ensuring that all requirements of this agreement are met, including but not limited to taking the following actions:

1. Develop and maintain the contractual agreement between MCFD and RVPA;
2. Prepare the annual budget and proposal for services;
3. Represent MCFD at all Board and administrative meetings;
4. Arrange Advanced Life Support instruction for paramedics and EMTs, including ACLS certification and renewal;
5. Arrange in-service training for all new policies and procedures set forth by the Marin County EMSA at both the ALS and BLS levels;
6. Represent the Committee at the Field Advisory Committee (FAC) and other related task forces and committees and compile summaries of said meetings and disseminate to Ross Valley Fire agencies;
7. Establish and maintain a medical equipment research and standardization committee;
8. Manage the purchase of all medical equipment and supplies used by MCFD;
9. Oversee the service contracts for medical equipment used by MCFD; and
10. Develop targeted injury prevention programs as needed for constituents in the Ross Valley as directed by RVPA's Board.

APPENDIX E
CONTINUOUS QUALITY IMPROVEMENT (CQI) SERVICES

MCFD agrees to contract with outside persons for the positions of Medical Director, CQI (Continuous Quality Improvement) Coordinator and EMS Nurse Educator. The purpose of the CQI Program is to ensure continuous quality improvement for MCFD, S MEMPS and RVPA. The purpose of the Medical Director position is to provide medical control while assuring medical accountability throughout planning, implementation and evaluation of the EMS (Emergency Medical Service) delivery system for MCFD, S MEMPS and RVPA. MCFD shall have full responsibility for preparation and oversight of the contracts with the CQI Coordinator, Medical Director and EMS Nurse Educator.

APPENDIX F
COMPENSATION

RVPA, in consideration of the services provided by MCFD hereunder, agrees to compensate MCFD for the 2019/2020 fiscal year as follows:

Total Salaries		\$	1,579,368.18
Supplies		\$	19,271.67
CQI/EMS Education		\$	48,572.00
Med Director Insurance		\$	680.00
MERA		\$	3,123.79
		\$	1,651,015.64

RVPA shall remit to MCFD the foregoing amounts in two separate payments, the first on January 1st and the second on June 1st of each fiscal year.

RVPA, and not MCFD, shall provide RVPA Board allowances and associated administrative costs, as well as extraordinary public education costs deemed appropriate by RVPA's Board. RVPA also shall provide for parcel and tax roll research, housing of vehicles owned by it and third-party contractor service costs for Continuous Quality Improvement (CQI), Emergency Medical Services Educator, Medical Director Services and EMS Nurse Educator.

RVPA will make available to MCFD equipment necessary for the operation of an advanced life support service, including but not limited to cardiac monitors, mobile and portable radios; provided, however, that title to said property will remain with RVPA. RVPA shall be responsible for all routine maintenance (e.g., oil changes, replacement of tires), minor repairs and major repairs and maintenance of the equipment. MCFD will provide RVPA with a backup vehicle and equipment as needed, and said unit will continue to be dispatched through Marin County Communications, all in accordance with established County policies. MCFD agrees to return all equipment to RVPA at the termination of this Subcontract and shall not be liable for any repairs unless the need for such repairs was caused by MCFD's negligence. In the event that RVPA's Board or its voters request an upgrade of the level of services, MCFD agrees to increase such level provided it is reimbursed for the costs, all subject to mutual agreement by the parties hereto.

It is intended by the parties hereto that this Appendix F relating to compensation may be amended annually or as otherwise needed by means of written addendum without the necessity of amending this entire Subcontract.

APPENDIX G
STANDARD INSURANCE REQUIREMENTS

Unless RVPA and MCFD agree otherwise, prior to rendering services provided by the terms and conditions of this Subcontract, MCFD shall acquire and maintain during the term of this Subcontract insurance coverage, through and with an insurer acceptable to RVPA, naming RVPA and its officials, employees, and volunteers as additional insured, (hereinafter referred to as "the insurance"). The limits of insurance herein shall not limit the liability of MCFD hereunder.

1. Except for professional liability coverage said policies shall be in effect until final acceptance of MCFD's work by RVPA and shall provide that they may not be canceled without first providing RVPA with thirty (30) days written notice of such intended cancellation. If MCFD fails to maintain the insurance provided herein, RVPA may secure such insurance and deduct the cost thereof from any funds owing to MCFD.
2. Minimum Scope of Insurance. MCFD shall procure insurance covering general liability, automobile liability, and workers' compensation. Coverage shall be at least as broad as:
 - (a) Insurance Services Office (ISO) Commercial General Liability Occurrence form number CG 0001 or equivalent ISO form. A non-ISO form must be reviewed by MCFD prior to acceptance of the Subcontract.
 - (b) Except as otherwise provided in (e)(ii)(bb) Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, Code 1 "any auto" and Endorsement CA 0029.
 - (c) Workers' Compensation insurance as required by the Labor Code of the State of California and Employers Liability insurance.
 - (d) Professional Errors and Omissions Liability Insurance, coverage form subject to County Approval.
3. Other Insurance Provisions. The policies are to contain, or be endorsed to contain, the following provisions:
 - (a) General Liability and Automobile Liability Coverages. RVPA and its officials, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of MCFD; products and completed operations of MCFD; premises owned, leased or used by MCFD; or automobiles owned, leased, hired or borrowed by MCFD. The coverage shall contain no special limitations on the scope of protection afforded to RVPA, its officials, employees or volunteers.
 - (i) MCFD's insurance coverage shall be primary insurance as respects RVPA, its officials, employees and volunteers and any other insureds under this contract. Any insurance of self-insurance maintained by RVPA,

its officials, employees and volunteers or other insureds shall be excess of the MCFD's insurance and shall not contribute with it.

- (ii) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to RVPA, its officials, employees and volunteers or other insureds under this contract.
- (iii) Coverage shall state that MCFD's insurance shall apply separately to each 'insured' against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(b) Workers' Compensation and Employers Liability Coverage.

(c) Professional Errors and Omissions insurance.

- 1. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to RVPA.

4. Acceptability of Insurers. Insurance is to be placed with insurers with a current AM Best's rating of no less than A-VII if admitted. A non-admitted insurer shall have a Best's rating of no less than A-X.

5. Minimum Limits of Insurance. MCFD shall maintain limits no less than:

- (a) Commercial General Liability: One Million Dollars (\$1,000,000) combined single limit per occurrence for bodily injury, personal injury and property damage with a general aggregate limit of \$2,000,000.
- (b) Automobile Liability: Subject to the option of RVPA either: (aa) \$1,000,000 combined single limit per accident for bodily injury or property damage or; (bb) Personal Automobile liability coverage of \$500,000 bodily injury and property damage.
- (c) Workers' Compensation and Employers Liability: Workers' compensation limits as required by the Labor Code of the State of California and Employers Liability limits of One Million Dollars (\$1,000,000) per accident.
- (d) Professional Errors and Omissions Liability: Policy limits of not less than One Million Dollars (\$1,000,000) per incident and One Million Dollars (\$1,000,000) annual aggregate, with deductible or self-insured portion not to exceed Two Thousand Five Hundred Dollars (\$2,500). Coverage may be made on a claims-made basis with a "Retro Date" either prior to the date of the Contract or the Beginning of the Contract work. If claims-made, coverage must extend to a minimum of twelve (12) months beyond completion of project. If coverage is canceled or non-renewed, and not replaced with another claims made policy form with a "Retro Date" prior to the contract effective date, MCFD must purchase

"extended reporting" coverage for a minimum of twelve (12) months after completion of contract work.

6. In addition to the above policies, if MCFD is to hire a subcontractor under this Subcontract, MCFD shall require subcontractor to provide insurance identical to the coverage required under this Subcontract, and shall require subcontractor to name RVPA as additional insured under its Subcontract. Certificate(s) of Insurance(s) and original endorsement(s) providing such coverage shall be provided to RVPA under Paragraph 6 (h) of this Subcontract.
7. Deductibles and Self-Insured retentions. Except as otherwise provided in this Subcontract, any deductibles or self-insured retentions must be declared to and approved by RVPA. At the option of RVPA: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects RVPA, its officials and employees; or MCFD shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
8. Verification of Coverage. MCFD shall furnish RVPA with Certificate(s) of Insurance and with original endorsement(s) affecting coverage required by this clause. The certificate(s) and endorsement(s) for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificate(s) and endorsement(s) are to be on forms provided by RVPA or on forms received and approved by it before work commences. RVPA reserves the right to require complete, certified copies of all required insurance policies, at any time.
9. MCFD shall not render services under the terms and conditions of this Subcontract unless each type of insurance coverage and endorsement is in effect and it has delivered the certificate(s) of insurance and endorsement(s) to RVPA as previously described. If MCFD shall fail to procure and maintain said insurance, RVPA may, but shall not be required to, procure and maintain the same, and the premiums of such insurance shall be paid by MCFD to RVPA upon demand. The policies of insurance provided herein which are to be provided by MCFD shall be for a period of not less than one year, it being understood and agreed that thirty (30) days prior to the expiration of any policy of insurance, MCFD will deliver to RVPA a renewal or new policy to take the place of the policy expiring.

RVPA shall have the right to request such further coverages and/or endorsements on the insurance as it deems necessary, at MCFD's expense. The amounts, insurance policy forms, endorsement(s) and insurer(s) issuing the insurance shall be satisfactory to RVPA in its sole and absolute discretion.

APPENDIX H
GENERAL LIABILITY ENDORSEMENT FORM
(Current Form To Be Obtained/Approved By Parties)

**Subcontract For Advanced Life Support Services
Provided By Ross Valley Fire Department To
Ross Valley Paramedic Authority**

July 1, 2019

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Subcontract

This Subcontract is entered into and is effective July 1, 2019 (the "Effective Date") by and between the ROSS VALLEY PARAMEDIC JOINT POWERS AUTHORITY (hereinafter "RVPA") and the ROSS VALLEY FIRE AUTHORITY (also known as the ROSS VALLEY FIRE DEPARTMENT, and hereinafter "RVFD") for basic and advanced life support services provided by RVFD to RVPA as set forth herein.

Recitals

A. RVPA was formed in 1982 pursuant to a joint powers agreement by and among the Town of Corte Madera, the City of Larkspur, the Town of Ross, the Town of San Anselmo, the Town of Fairfax, the Kentfield Fire Protection District, the Sleepy Hollow Fire Protection District and the County of Marin for the purpose of having a single consolidated agency provide paramedic/life support services throughout the Ross Valley and across jurisdictional boundaries.

B. RVPA and the County of Marin on August 17, 1999 entered into a contract with each other entitled "Agreement Advanced and Basic Life Support Service." Under this 1999 Agreement, County contracted with RVPA for RVPA to provide basic and advanced life support services within a designated service area consistent with minimum requirements promulgated by County. The foregoing 1999 Agreement has been in full force and effect continuously from 1999 to the present, and RVPA for the past nineteen years has fully performed by satisfactorily providing the specified life support services. County and RVPA will continue operating under this 1999 Agreement for the foreseeable future on a year-to-year basis by mutual consent of the parties.

C. RVPA, under its 1999 Agreement with the County, is an independent contractor which may subcontract for the life support/paramedic services it provides County so long as (i) any subcontract contains minimum provisions specified by the 1999 Agreement; (ii) the subcontracting party is qualified to render such services; (iii) the subcontracting procedures follow established County guidelines; and (iv) the subcontract is both filed with and approved by the County. RVFD has been provided with a complete copy of the 1999 contract which is incorporated by reference as though fully set forth herein.

D. Pursuant to its aforementioned 1999 Agreement with the County, RVPA in prior, multiple years has subcontracted with RVFD for the provision of life support/paramedic services rendered within a designated service area.

E. It is the intention of the parties hereto that RVFD will continue to subcontract with RVPA for the provision of the same life support/paramedic services.

NOW THEREFORE, the purpose and intent of this Subcontract is to set forth the current terms, conditions, requirements and procedures that shall govern and control the provision of basic and advanced life support services by RVFD to RVPA as authorized by the Joint Exercise of Powers Act (Government Code Sections 6500, et seq.) which expressly permits the parties to contract for such services with each other.

Subcontract

RVPA and RVFD, in consideration of the mutual promises, covenants, terms and conditions set forth below, hereby agree as follows:

SECTION 1. Term Of This Subcontract

This Subcontract shall commence on the above-stated Effective Date and shall continue in full force and effect for an indefinite term until terminated as set forth below. In no event shall this Subcontract extend beyond the life of the aforementioned 1999 Agreement between County and RVPA.

SECTION 2. Earlier Subcontracts Superseded

This Subcontract supersedes all other earlier subcontracts between RVPA and RVFD for the provision of life support services, which earlier subcontracts are hereby revoked, terminated and are of no force or effect.

SECTION 3. RVFD As Independent Contractor

RVFD at all times and for all purposes under this Subcontract is an independent contractor and shall not be deemed an agent, servant or employee of either RVPA or County, nor is this Subcontract to be construed as a partnership, joint venture or association by RVFD with either RVPA or County.

SECTION 4. Conformance With 1999 Contract

RVPA is authorized to subcontract for the life support services specified under its 1999 Agreement with County provided that (i) any and all such subcontracts at a minimum contain the provisions required by the County for such subcontracts; (ii) the subcontracting party is fully-qualified to render such services; (iii) the subcontractor follows established County guidelines; and (iv) the subcontract is approved in advance by County which shall not unreasonably withhold such approval. To the extent possible, all such subcontracts shall be in a standardized, consistent form with all common provisions equally applicable to all subcontractors. Fully-executed copies of all subcontracts, including this Subcontract, shall be provided by RVPA to, and be on file with, County.

SECTION 5. Terms Defined

Terms used throughout this Subcontract are defined in Appendix "A" attached hereto and by this reference incorporated herein.

SECTION 6. Services To Be Rendered

Upon receipt of verbal authorization issued by County Communications, RVFD shall, for the consideration set forth in this Subcontract, provide Basic and Advanced Life Support Services to the assigned service area described in Appendix "B" attached hereto and by this reference incorporated herein. Such services shall be provided in accordance with the Minimum Requirements set forth in Appendix "C" attached hereto and by this reference incorporated

herein, as well as all policies and procedures contained in the Marin County Emergency Medical Services Policy and Procedure Manual (as currently and periodically updated).

SECTION 7. Compensation For Services Rendered

The terms and conditions for compensation to RVFD for its life support services provided under this Subcontract are set forth in Appendix "D" attached hereto and incorporated herein by this reference.

SECTION 8. Performance Review

RVPA reserves the right at any time to review RVFD's performance under this Subcontract, and agrees to provide to RVFD the results of its review. RVFD agrees to cooperate with any and all requests for information and documents related to any such review and, if necessary, to cooperate and provide material to County's EMS Agency.

SECTION 9. Health & Safety Concerns

If any provisions of this Subcontract are violated by RVFD in a manner that presents a possible or potential danger to the public health and safety, RVPA's Executive Officer shall notify RVFD's Fire Chief of the alleged violation by telephone and in writing, with a copy of such notification sent to County's EMS Agency. If RVFD fails to correct the violation within fourteen (14) days after receipt of written notice, RVPA may suspend this Subcontract until such violation has been corrected. The decision of RVPA as to the existence of a contract violation and its resolution shall be final, but RVFD shall be permitted to present its response to the RVPA's Board of Directors either in writing or orally or both before any such final decision is rendered.

SECTION 10. EMS Policies & Procedures

County's Emergency Medical Services Policy and Procedures Manual shall guide the performance of all of RVFD personnel when operating under this Subcontract. Copies shall be maintained by RVFD, including revisions as they take place. RVFD shall ensure that drivers and attendants are familiar with the contents of this Manual. RVFD shall not enact policies or procedures that conflict with County's policies or procedures. Both RVPA and RVFD shall have the opportunity to review and provide input during the formulation of all such County policies applicable to this Subcontract.

SECTION 11. Vehicle & Records Inspections

RVFD upon reasonable notice given by RVPA shall make available all vehicles and records involved in the performance of this Subcontract for purposes of inspection by RVPA and/or County.

SECTION 12. Changes To Applicable Federal Or State Statutes

RVPA and County reserve the right to modify their standards applicable herein to conform with any changes in applicable Federal or State statutes. Notice of modifications shall be mailed to RVFD's Fire Chief at least thirty (30) days prior to the effective date of said statutes

(unless such statutes are urgency measures). RVFD will have thirty (30) days from time of notification to institute changes unless a different time frame is agreed upon in writing by the parties.

SECTION 13. Changes To 1999 Agreement Affecting This Subcontract

The parties hereby acknowledge and agree that termination or modification of RVPA's 1999 Agreement with County will affect this Subcontract. For example, termination of the 1999 Agreement would result in the immediate termination of this Subcontract and the cessation of all life support services being provided hereunder. The parties therefore agree to work together in advance of any changes to said 1999 Agreement in order to eliminate and/or minimize any disruption to services and to provide for an orderly transition necessitated by any such changes.

SECTION 14. Hold Harmless & Indemnification

RVPA and RVFD each agree to defend, indemnify and hold harmless the other, and the other's officers, agents and employees, against any and all liabilities, injuries or damages caused by the intentional or negligent acts, errors or omissions of their own respective employees, agents or representatives in connection with their performance and duties under the terms and provisions of this Subcontract. The duty to indemnify and hold harmless shall include the duty to defend as set forth in California Civil Code Section 2778. In the event of concurrent negligence or liability of the parties, liability shall be apportioned between RVPA and RVFD under the doctrine of comparative fault as established under California law.

SECTION 15. Insurance

RVFD shall carry at its own expense during the full term of this Subcontract the insurance coverages specified in Appendix "E" attached hereto and by this reference incorporated herein. RVFD shall provide a current endorsement of such coverages (on the general liability endorsement form attached hereto as Appendix "F") to RVPA within ten (10) days of this Subcontract being fully executed by each of the parties' representatives set forth below.

SECTION 16. Conflict Of Interest

Both RVPA and RVFD warrant and covenant that they presently have no interest in, nor shall any interest be hereinafter acquired, in any matter which will render the services required under the provisions of this Subcontract a violation of any applicable state, local or federal law. RVPA and RVFD further warrant that no officer or employee of theirs has influenced or participated in a decision to award this Subcontract which has or may confer a benefit, pecuniary or otherwise, in a manner which would violate State law. In the event that any conflict of interest or violation of this section should nevertheless hereafter arise, that party shall promptly notify the other of the existence of the conflict such that all appropriate action immediately may be undertaken.

SECTION 17. Assignability

RVFD shall not assign all or any portion of this Subcontract.

SECTION 18. Dispute Resolution Process

Should any disagreement or dispute between RVPA and RVFD arise concerning interpretation, implementation and/or enforcement of any of the terms or subject matter of this Subcontract, the parties shall submit such dispute to mandatory mediation before an agreed upon mediator, each party to pay an equal share of the mediation fees and each party to pay its own attorneys' fees and legal costs. Should RVPA and RVFD be unable to agree upon a mediator, they shall agree upon a mediation service and shall have that service select a mediator for them. Should mediation be unsuccessful, then RVPA and RVFD each agree that they shall submit their dispute to binding arbitration before a mutually-agreeable arbitrator. If they cannot agree upon an arbitrator, they shall select an arbitration service which shall select an arbitrator for them. RVPA and RVFD each shall pay an equal portion of the arbitration fees and each party shall pay its own attorneys' fees and legal costs, it hereby being agreed that the arbitrator shall have no authority to award attorneys' fees or costs to any prevailing party. RVPA and RVFD hereby expressly waive any and all rights to have disputes under this Subcontract decided by court action, court trial, jury trial or any other legal action of any kind or type, other than the mandatory mediation and binding arbitration process specified above. However, in emergency or extraordinary circumstances, each or both parties may seek equitable or injunctive relief to preserve the status quo pending occurrence of the mediation/arbitration process herein specified. It is the express intent of both RVPA and RVFD to have any and all disputes under this Subcontract resolved by the above-specified mediation/arbitration process and in as timely and economical manner as possible.

SECTION 19. Default

Subject to any extensions of time by mutual consent of the parties in writing, any failure of either party to timely perform any material obligation of this Subcontract shall constitute an event of default as to that party, if (i) such defaulting party does not cure such failure within thirty (30) days following receipt of written notice of default from the other party, where such failure is of a nature that can be cured within such thirty (30) day period, or (ii) if such failure is not of a nature which can be cured within a thirty (30) day period, the allegedly defaulting party does not, within said thirty (3) day period, commence substantial efforts to cure such failure or thereafter does not, within a reasonable period of time, prosecute to completion with diligence and continuity the curing of the failure. The time to cure may be extended in writing at the discretion of the party giving notice. Any notice of default given hereunder shall be served on the other party and shall specify in detail the nature of the failure(s) in performance which the noticing party claims constitutes the event of default and the manner in which such default may be satisfactorily cured in accordance with the terms and conditions of this Subcontract. Failure of a party to timely cure or commence and diligently prosecute to completion the cure of a material default of this Subcontract shall entitle the non-defaulting party to terminate this Subcontract in accordance with the termination provisions set forth herein and/or to pursue all other remedies available under the dispute resolution process set forth in Section 18 above.

SECTION 20. Equal Opportunity & Non-Discrimination

RVFD and all its employees while performing under this Subcontract shall comply with the equal opportunity and non-discrimination provisions of all applicable federal, state and local

laws, statutes and ordinances. RVFD and its employees shall not discriminate on the basis of race, color, national origin, ancestry, religion, sex, sexual preference, marital status, age, physical or mental disability in any matters related to access to or provision of services, or related to employment.

SECTION 21. Termination

This Subcontract may be terminated by one hundred twenty (120) days written notice being given by either party to the other party. However, if either party considers termination it must, at least thirty (30) days prior to recommending or proposing any action to effect termination, give written notice to the other party, including its reasons(s) for contemplating termination. Within fifteen (15) days after giving such written notice, the parties shall meet to discuss the contemplated termination, which meeting should include both parties' involved representatives, designated liaison persons and legal counsel. An agreed-upon mediator may also attend if both parties agree to have such a mediator present and agree to equally share all costs of the mediator. If no written or oral agreement is reached avoiding any contemplated termination, both parties within fifteen (15) days of meeting shall in a joint written statement recommend that termination occur and the reasons therefor. Either party then may, at the time or after this joint statement is made, elect to give the other party the aforementioned 120-day written notice of its intent to terminate this Subcontract.

SECTION 22. Amendments

This Subcontract shall not be further amended or modified at any time and in any respect whatsoever except in writing and by both parties hereto. RVPA and RVFD each agrees that it will make no claim at any time that this Subcontract has been orally amended or modified, and each agrees that no oral waiver, amendment or modification shall be effective for any purpose.

SECTION 23. Breach & Enforcement

This Subcontract may be pleaded as a full and complete defense to, and may be used as the basis for a petition/motion against, any action, suit or other proceeding which may be instituted, prosecuted or maintained in breach of this Subcontract, including but not limited to a petition/motion to compel mediation and/or arbitration.

SECTION 24. Severability

Should any provision of this Subcontract be determined by any court to be illegal or invalid, the validity of the remaining parts, terms or provisions shall not be affected thereby, and said illegal or invalid part, term or provision shall be deemed not to be part of this Subcontract.

SECTION 25. Governing Law

This Subcontract is made and entered into within the State of California, and shall in all respects be interpreted, enforced and governed under the laws of the State of California, with venue agreed to be within the County of Marin. The language of all parts of this Subcontract

shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against either RVPA or RVFD.

SECTION 26. Parties' Representations

RVPA and RVFD each represent and acknowledge that, in executing this Subcontract, they do not rely, and have not relied, upon any representation or statement made by any of their agents, representatives or attorneys with regard to the subject matter, basis or fact of this Subcontract or otherwise.

SECTION 27. Binding Upon Successors

This Subcontract shall be binding upon the parties and their administrators, representatives, executors, successors and assigns, and shall inure to the benefit of the parties, and each of them, and their administrators, representatives, executors, successors and assigns.

SECTION 28. Headings

The section headings and titles contained in this Subcontract are for convenience and reference only and are not intended to define, limit, or describe the scope of any provision of this Subcontract.

SECTION 29. Consent

Whenever any consent or approval is required by this Subcontract, such consent or approval shall not be unreasonably withheld, conditioned, or delayed, except as otherwise specifically set forth herein.

SECTION 30. Designated Representatives

The Executive Officer of RVPA is its designated representative and will administer this Subcontract on its behalf. RVFD's Fire Chief is its designated representative. Changes in designated representatives shall occur by advance written notice to the other party.

SECTION 31. Notices

All notices and demands of any kind which either party may require or desire to serve on the other in connection with this Subcontract must be served in writing either by personal service or by registered or certified mail, return receipt requested, and shall be deposited in the United States Mail, with postage thereon fully prepaid, and addressed to the parties to be served as follows:

If to RVPA:

Executive Officer, Ross Valley Paramedic Authority
P.O. Box 518

Woodacre, CA 94973

If to RVFD:

Fire Chief, Ross Valley Fire Department
777 San Anselmo Avenue
San Anselmo, CA 94960

Each party shall provide the other with telephonic and written notice of any change of address as soon as practicable. Notices given by personal delivery or acknowledged shall be effective immediately.

SECTION 32. Appendices

The following appendices to this Subcontract are attached hereto and incorporated by reference as though fully set forth herein:

Appendix A	Definition of Terms
Appendix B	Paramedic Service Area
Appendix C	Minimum Requirements
Appendix D	Compensation
Appendix E	Standard Insurance Requirements
Appendix F	General Liability Endorsement Form

SECTION 33. Execution In Counterparts

This Subcontract may be executed on behalf of the parties in one or more counterparts, all of which collectively shall constitute one document and subcontract.

SECTION 34. Effective Date

The effective date of this Subcontract is the date set forth in the first paragraph hereof, once this Subcontract is fully executed by each of the parties' representatives set forth below.

IN WITNESS WHEREOF the parties hereto have entered into and executed this Subcontract as follows:

**ROSS VALLEY FIRE
DEPARTMENT**

Attest:

Clerk, RVFD

By: _____
President, Board of Directors

**ROSS VALLEY PARAMEDIC
AUTHORITY**

Attest:

Clerk, RVPA

By: _____
Chair, Board of Directors

APPENDIX A DEFINITION OF TERMS

Advanced Life Support (ALS)

Special services designed to provide definitive pre hospital emergency medical care including but not limited to, cardiopulmonary resuscitation, cardiac monitoring, cardiac defibrillation, advanced airway management, intravenous therapy, administration of specified drugs and other medicinal preparations, and other specified techniques and procedures administered by authorized personnel under the direct supervision of a base hospital as part of a local EMS system at the scene of an emergency, during transport to an acute care hospital, during interfacility transfer, and while in the emergency department of an acute care hospital until responsibility is assumed by the emergency or other medical staff of that hospital.

Hospital

One of a limited number of hospitals which, upon designation by the local EMS agency and with a written contractual agreement with the local EMS agency, is responsible for providing medical direction and supervision of EMT-P personnel in accordance with Title 22, Section 100169.

Hospital ED Physician

A physician and surgeon who is currently licensed in California, who is assigned to the emergency department of a participating hospital, and who has been trained to issue advice and instructions to pre-hospital emergency medical care personnel consistent with state-wide guidelines established by the Emergency Medical Services Authority.

Basic Life Support (BLS)

The level of emergency medical care which includes advanced first aid and cardiopulmonary resuscitation (CPR) procedures which, as a minimum, include recognizing respiratory and cardiac arrest and starting the proper application of cardiopulmonary resuscitation to maintain life without invasive techniques until the victim may be transported or until advanced life support is available.

Code 2

An urgent, but not emergency, medical response that may result in the transport of a patient. Method of travel - Respond as soon as possible upon receipt of the call, driving in a manner that does not violate any posted speed or traffic regulations, using no red lights or siren.

Code 3

An emergent medical response that may result in the transport of a patient. Method of travel - Respond as soon as possible upon receipt of the call, using due caution, red lights and siren.

County Communications

The Communications Division of the Sheriffs Department, County of Marin, including all personnel and equipment attached thereto, designated by County to exercise radio control and to coordinate emergency medical dispatching, as well as other specific public safety responses.

Dry Run

An ambulance trip, authorized by County Communications, that does not result in patient contact.

Emergency Medical Technician I (EMT-I)

An individual trained in all facets of basic life support according to the standards proscribed by the state pursuant to the Health and Safety Code, and who has a valid certificate issued pursuant to that law.

Emergency Medical Technician Paramedic (EMT-P)

An individual whose scope of practice to provide advanced life support is according to standards prescribed by state law in the Health and Safety Code, and who has a valid certificate pursuant to that law.

Emergency Medical Services (EMS) Agency

The agency, department, or office having primary responsibility for administration of emergency medical services within Marin County.

Emergency Medical Services Authority

The state agency within the Health and Welfare Agency with the responsibility, under the Health and Safety Code, for the development of planning and implementation guidelines for emergency medical services systems.

Mobile Intensive Care Nurse (MICN)

A registered nurse, employed by a participating hospital and working in a participating hospital Emergency Department who has been authorized by the EMS Medical Director to provide instruction to paramedics under the supervision of a hospital ED physician.

Response Times

"To call" time (dispatch interval) --time from receipt of call by dispatch agency to receipt of call by provider agency or provider agency dispatch.

"To dispatch" time (in-service interval) --time from receipt of call by provider agency until unit is "in service". "In service" means response unit wheels are rolling.

"To-scene" time--time from "in service" to arrival at designated destination--when vehicle wheels stop rolling.

"At scene" time--time interval between arrival on scene and departure from scene.

"Actual response time"-- time interval from receipt of call by provider agency or provider agency dispatch until "on scene". Time used to evaluate contract compliance.

APPENDIX B
PARAMEDIC SERVICE AREA C

Central Marin starting at the summit of Loma Alta at Post H-5 of Rancho Canada de Herrera; thence northeasterly to the ridge line between Terra Linda and Sleepy Hollow, continuing southeasterly along the ridge line to the existing city limits of San Rafael; thence southeasterly along said city limits to the most northerly point of Parcel 6 of County Service Area 19; thence leaving said city limits southerly along the northwesterly boundary of said CSA 19 to the point of intersection with the city limits of San Rafael; thence leaving said CSA 19 boundary and continuing southerly and easterly along the San Rafael limits and the southerly boundary of Parcel I of CSA 19 to a point of intersection of said city limits, the easterly right of way of Sir Francis Drake Blvd. East and State Highway 17; thence leaving said San Rafael limits and continuing easterly along the southerly right of way of Highway 17 to the point of intersection with the shoreline of San Francisco Bay at Point San Quentin; thence southerly along said shoreline to a point on the northerly boundary of the Tiburon Fire District; thence westerly along said Fire District boundary and the southerly boundary of Corte Madera to the point of intersection with the Mill Valley City limits; thence westerly along said limits to the most northern point of the City of Mill Valley; thence northwesterly in a direct line to the East Peak of Mr. Tamalpais; thence southwestly in a direct line to the northern right of way at the easterly terminus of Ridgecrest Blvd.; thence following said right of way to the intersection of Pan Toll Road; thence northwest along Bolinas Ridge Blvd. to the most westerly corner of the 5515.38 acre MMWD parcel as said parcel is described in Book 215 of Official Records at Page 337, Marin County Records; thence northerly and northwesterly along the westerly boundary of said MMWD parcel to the most northerly corner thereof, said corner also being on the westerly boundary of Rancho Canada de Herrera; thence northerly and westerly along said Rancho line to the point of beginning.

APPENDIX C
MINIMUM REQUIREMENTS

I. Coverage Requirements

- A. Must provide continuous 24-hour/day, year-round coverage for all urgent (Code 2) and emergent (Code 3) medical dispatches in assigned service area.
- B. Must provide a minimum of two ALS staffed Engines to service the RVPA exclusive operating area. Each unit shall consist of a minimum of one Paramedic and one firefighter/EMT meeting County of Marin EMS standards.
- C. Must assure the availability of ALS and BLS care to all patients regardless of their ability to pay. County shall not reimburse Contractor for costs of delivery of indigent care and dry runs except as otherwise provided.
- D. The desired maximum response time for ALS and BLS units is ten (10) minutes to 90% of emergent calls originating in assigned service area.
- E. Response time components will be recorded by County Communications and maintained by County. Contractor will be considered to be "in compliance" with response time requirements when the 'to dispatch' time is two (2) minutes or less ninety five percent of the time, reported monthly.
- F. Must respond immediately with available ALS units and/or BLS units in a mutual aid capacity outside assigned area of responsibility, but within Marin County, if directed to do so by County Communications.
- G. Must provide, or cause to be provided by agreement or contract, availability of ALS or BLS unit(s) to assure citizen access to care.
- H. Review of patient care and services will occur as detailed in contractor's Continuous Quality Improvement plan, which has been reviewed and approved by, and is on file with, the EMS Office.

II. Communication and Dispatch Requirements

- A. Contractor must agree to install, utilize and maintain the appropriate radio equipment as follows:
 - 1. All ALS and BLS units used for emergency medical response must be equipped with two-way radios on frequencies designated by County Communications for the purpose of dispatching by, and status keeping with, County Communications.
 - 2. Communications equipment, compatible with the existing communications system, must be installed prior to assignment of a vehicle for zone coverage.

3. Two-way radios must be operated in conformance with all applicable rules and regulations of the Federal Communications Commission.
4. All UHF/VHF radio equipment shall be provided at Contractor's expense.
5. All mobile data services and hardware for patient care reports shall be provided at Contractor's expense.
6. All mobile and portable radio equipment used must be approved by the County DPW Communications Shop if they are contracted for repair and maintenance.
7. All emergency calls requiring a Code 3 response which Contractor receives from sources other than County Communications will be reported immediately to County Communications who shall assume responsibility for dispatching the most appropriate response as defined in policy.

B. Dispatching will occur as follows:

1. Contractor-owned units/ambulances will be dispatched by County Communications Center utilizing approved Marin County policies/procedures/and protocols.
2. All subcontracted ALS and BLS units/ambulances involved in emergency medical care under this agreement shall be directly dispatched by County Communications.
3. Upon receipt of verbal authorization, as promptly as possible, the appropriate vehicle and crew must be en route to the designated location, proceeding in a manner specified by EMD protocols. If response will be delayed, Contractor shall inform County Communications of delay and the need for alternative response should be evaluated.
4. Contractor shall inform County Communications of any changes in availability and status of ALS units and BLS units, in or out of service. Those vehicles not staffed according to contract requirements shall be out of service and reported as such to County Communications and the Marin County EMS Agency within 15 minutes.
5. ALS units and BLS ambulances will use the unit identification number designated by County Communications.

III. Equipment and Supply Requirements

A. Vehicles

1. Ambulance vehicles shall meet standards specified in Title 13, Chapter 2, of the California Administrative Code.

2. Vehicles will be maintained cleanly and in good mechanical and body condition at all times.
 3. Vehicle maintenance shall be performed as per manufacturer recommendation, with records of same available for inspection as requested by County.
- B. Safety Equipment: Safety Equipment to be carried on all ambulances and maintained in good working order shall include those items listed as requirements by the California Administrative Code and as recommended by Title 22 of the Health and Safety Code.
- C. In addition to the above, units will carry all equipment listed in the Marin County EMS Policy and Procedure Manual, "ALS Non-transport Supply/Equipment Requirement", policy #5005, or "ALS First Responder", policy #8105, as appropriate.

IV. Relationship with the County Department of Health and Human Services:

A. Committees

1. Contractor will designate a member of the Pre-hospital Medical Care Committee, a standing committee of the Emergency Medical Care Committee and advisory to the EMS Medical Director and EMS Program Administrator.
 - a. Designation is to assure Contractor input during formulation or change in EMS system policies and procedures.
 - b. Designation is to assure that Contractor is informed as to system direction and change as discussed in on-going meetings.

B. Data Collection

1. Contractor agrees to utilize standardized ambulance records as designated by County.
2. Contractor agrees to supply to County other statistical information as mutually agreed upon.
3. County agrees to supply to Contractor statistical information as mutually agreed upon and related to Contractor's service area.

C. System Coordination

1. Contractor will work cooperatively with County to plan for, implement and maintain a coordinated and integrated emergency medical services system.
2. Contractor will maintain complete financial records pertinent to and during the performance of this Subcontract.

3. All records maintained pursuant to this Subcontract shall be available for inspection, audit, or examination by the EMS Medical Director or designee and shall be preserved by the Contractor for at least three (3) years from the termination of this Subcontract.
4. EMS Medical Director or designee may inspect vehicles and records during normal business hours, without prior notice, to verify Contractor compliance with the terms and conditions of this Subcontract.
5. Contractor shall designate a single individual as liaison between the EMS Office, the hospitals, and the Provider Agency.

D. Public Education

1. Contractor shall be active in providing public education to the community it serves (e.g. CPR, 911 campaign, general EMS awareness, etc.).
2. Public education programs shall be coordinated and consistent with objectives established by the parties to this agreement.

**APPENDIX D
COMPENSATION**

A. Compensation

- i. RVPA will compensate RVFD for the services provided pursuant to this Subcontract in accordance with the following annual 2019-2020 compensation schedule (RVFD will provide RVPA with an updated compensation schedule by April 30th of each subsequent year of the Subcontract not to exceed a 3% increase per year):

RVFD Summary of RVFD Engine Company Paramedic Cost – 9 Medics W/ UAL \$232,394 FYE 2020 through FYE 2024 includes 3% salary adjustment FYE 2022 – 2024 does not include any change in the Pension Normal Cost \$5,000 Administration \$12,000 for Medical Supplies
--

- ii. RVPA will make payments to RVFD on a quarterly basis.

B. Additional Terms

- i. RVPA has determined that paramedic engine companies can reduce the response times for ALS intervention to the benefit of residents within its area. RVFD will provide advanced life support training to its employees and assign them on all engines for quicker response time.
- ii. RVPA will make available to RVFD certain equipment items that RVPA deems necessary for the operation of an advanced life support service. RVFD will be responsible for proper operation and maintenance of the equipment and agrees to return this equipment to RVPA upon termination of this Subcontract, in good condition excepting normal wear and usage during the term of the Subcontract. Costs of maintenance not arising out of normal wear and usage and not caused by negligence of Subcontractor will be covered by RVPA.

- iii. The paramedic engine company budget for services rendered by RVFD for each fiscal year after 2019-2020 shall be presented to the Board of Directors of RVPA no later than the preceding April 30th and approved by the RVPA Board no later than June 30th preceding the beginning of the next fiscal year. The parties acknowledge that these dates may be waived if extraordinary circumstances such as delayed labor contract negotiations so require or upon mutual agreement of both RVPA and RVFD.
- iv. Except as otherwise provided herein, RVFD agrees to manage the research, acquisition and maintenance of all medical equipment and supplies necessary for the provision of services pursuant to this Subcontract.
- v. All monies owed to either party and not paid when due shall earn interest at the rate charged by the Local Agency Adjustment Fund.

It is intended by the parties hereto that this Appendix D relating to compensation may be amended annually or as otherwise needed by means of written addendum without the necessity of amending this entire Subcontract.

APPENDIX E
STANDARD INSURANCE REQUIREMENTS

Unless RVPA and RVFD agree otherwise, prior to rendering services provided by the terms and conditions of this Subcontract, RVFD shall acquire and maintain during the term of this Subcontract insurance coverage, through and with an insurer acceptable to RVPA, naming RVPA and its officials, employees, and volunteers as additional insured, (hereinafter referred to as "the insurance"). The limits of insurance herein shall not limit the liability of RVFD hereunder.

1. Except for professional liability coverage said policies shall be in effect until final acceptance of RVFD's work by RVPA and shall provide that they may not be canceled without first providing RVPA with thirty (30) days written notice of such intended cancellation. If RVFD fails to maintain the insurance provided herein, RVPA may secure such insurance and deduct the cost thereof from any funds owing to RVFD.
2. Minimum Scope of Insurance. RVFD shall procure insurance covering general liability, automobile liability, and workers' compensation. Coverage shall be at least as broad as:
 - (a) Insurance Services Office (ISO) Commercial General Liability Occurrence form number CG 0001 or equivalent ISO form. A non-ISO form must be reviewed by RVFD prior to acceptance of the Subcontract.
 - (b) Except as otherwise provided in (e)(ii)(bb) Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, Code 1 "any auto" and Endorsement CA 0029.
 - (c) Workers' Compensation insurance as required by the Labor Code of the State of California and Employers Liability insurance.
 - (d) Professional Errors and Omissions Liability Insurance, coverage form subject to RVFD Approval.
3. Other Insurance Provisions. The policies are to contain, or be endorsed to contain, the following provisions:
 - (a) General Liability and Automobile Liability Coverages. RVPA and its officials, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of RVFD; products and completed operations of RVFD; premises owned, leased or used by RVFD; or automobiles owned, leased, hired or borrowed by RVFD. The coverage shall contain no special limitations on the scope of protection afforded to RVPA, its officials, employees or volunteers.
 - (i) RVFD's insurance coverage shall be primary insurance as respects RVPA, its officials, employees and volunteers and any other insureds under this contract. Any insurance of self-insurance maintained by RVPA, its

officials, employees and volunteers or other insureds shall be excess of RVFD's insurance and shall not contribute with it.

- (ii) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to RVPA, its officials, employees and volunteers or other insureds under this contract.
- (iii) Coverage shall state that RVFD's insurance shall apply separately to each 'insured' against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(b) Workers' Compensation and Employers Liability Coverage.

(c) Professional Errors and Omissions insurance.

- 1. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to RVPA.

4. Acceptability of Insurers. Insurance is to be placed with insurers with a current AM Best's rating of no less than A-VII if admitted. A non-admitted insurer shall have a Best's rating of no less than A-X.

5. Minimum Limits of Insurance. RVFD shall maintain limits no less than:

- (a) Commercial General Liability: One Million Dollars (\$1,000,000) combined single limit per occurrence for bodily injury, personal injury and property damage with a general aggregate limit of \$2,000,000.
- (b) Automobile Liability: Subject to the option of RVPA either: (aa) \$1,000,000 combined single limit per accident for bodily injury or property damage or; (bb) Personal Automobile liability coverage of \$500,000 bodily injury and property damage.
- (c) Workers' Compensation and Employers Liability: Workers' compensation limits as required by the Labor Code of the State of California and Employers Liability limits of One Million Dollars (\$1,000,000) per accident.
- (d) Professional Errors and Omissions Liability: Policy limits of not less than One Million Dollars (\$1,000,000) per incident and One Million Dollars (\$1,000,000) annual aggregate, with deductible or self-insured portion not to exceed Two Thousand Five Hundred Dollars (\$2,500). Coverage may be made on a claims-made basis with a "Retro Date" either prior to the date of the Subcontract or the Beginning of the Subcontract work. If claims-made, coverage must extend to a minimum of twelve (12) months beyond completion of project. If coverage is canceled or non-renewed, and not replaced with another claims made policy form with a "Retro Date" prior to the contract effective date, RVFD must purchase

"extended reporting" coverage for a minimum of twelve (12) months after completion of contract work.

6. In addition to the above policies, if RVFD is to hire a subcontractor under this Subcontract, RVFD shall require subcontractor to provide insurance identical to the coverage required under this Subcontract, and shall require subcontractor to name RVPA as additional insured under its Subcontract. Certificate(s) of Insurance(s) and original endorsement(s) providing such coverage shall be provided to RVPA under Paragraph 6 (h) of this Subcontract.
7. Deductibles and Self-Insured retentions. Except as otherwise provided in this Subcontract, any deductibles or self-insured retentions must be declared to and approved by RVPA. At the option of RVPA: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects RVPA, its officials and employees; or RVFD shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
8. Verification of Coverage. RVFD shall furnish RVPA with Certificate(s) of Insurance and with original endorsement(s) affecting coverage required by this clause. The certificate(s) and endorsement(s) for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificate(s) and endorsement(s) are to be on forms provided by RVPA or on forms received and approved by it before work commences. RVPA reserves the right to require complete, certified copies of all required insurance policies, at any time.
9. RVFD shall not render services under the terms and conditions of this Subcontract unless each type of insurance coverage and endorsement is in effect and it has delivered the certificate(s) of insurance and endorsement(s) to RVPA as previously described. If RVFD fails to procure and maintain said insurance, RVPA may, but shall not be required to, procure and maintain the same, and the premiums of such insurance shall be paid by RVFD to RVPA upon demand. The policies of insurance provided herein which are to be provided by RVFD shall be for a period of not less than one year, it being understood and agreed that thirty (30) days prior to the expiration of any policy of insurance, RVFD will deliver to RVPA a renewal or new policy to take the place of the policy expiring.
10. RVPA shall have the right to request such further coverages and/or endorsements on the insurance as it deems necessary, at RVFD's expense. The amounts, insurance policy forms, endorsement(s) and insurer(s) issuing the insurance shall be satisfactory to RVPA in its sole and absolute discretion.

APPENDIX F
GENERAL LIABILITY ENDORSEMENT FORM

(Current Form To Be Obtained/Approved By Parties)



City of Larkspur, CA

Detail Report Account Detail

Date Range: 12/01/2019 - 12/31/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance				
Fund: 705 - ROSS VALLEY PARAMEDIC								
705-0046-000-003000	PART TIME	720.00	120.00	840.00				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/18/2019	APPKT05198	RVPA 12/05/2019	77180	RVPA - Board Meeting Minutes 12/05/2019	1236 - DeFrancis, Toni		120.00	840.00
705-0046-001-012003	ALS BACK UP	15,825.30	9,949.81	25,775.11				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/06/2019	APPKT05168	18-499707 - 19-47400	77128	RVPA - 19-499707 - 19-47400 ALS Backup	5778 - Corte Madera Fire Dept.		9,949.81	25,775.11
705-0046-001-012012	CONSULTANT	0.00	2,841.25	2,841.25				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/06/2019	APPKT05168	14-076	77145	RVPA - Web Hosting & Support	4273 - XMRFire Emergency Services Consulting		2,841.25	2,841.25
705-0046-001-012038	TRANSPORT BILLING FEES	13,862.13	3,540.23	17,402.36				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/06/2019	APPKT05168	19100247	77143	RVPA - Ambulance Billing OCT 2019	1162 - WITTMAN ENTERPRISES, LLC		3,540.23	17,402.36
705-0046-002-028010	DISPOSABLE MEDICAL SUPPLIES	23,437.35	5,911.65	29,349.00				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/06/2019	APPKT05168	1932	77138	RVPA - Controlled Substance Tracking	5862 - PSTrax.com / Station Automation, Inc		1,549.99	24,987.34
12/06/2019	APPKT05168	83422870	77125	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		1,293.60	26,280.94
12/06/2019	APPKT05168	83429017	77125	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		949.36	27,230.30
12/18/2019	APPKT05198	83437182	77173	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		14.05	27,244.35
12/18/2019	APPKT05198	83438572	77173	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		146.90	27,391.25
12/18/2019	APPKT05198	83440140	77173	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		112.58	27,503.83
12/18/2019	APPKT05198	9501954081	77215	RVPA - Power Driver	6049 - Teleflex LLC		326.98	27,830.81
12/18/2019	APPKT05198	9501954084	77215	RVPA - Disposable Medical	6049 - Teleflex LLC		1,202.94	29,033.75
12/18/2019	APPKT05198	9966926105	77166	RVPA - Oxygen Rental	1644 - AIRGAS USA, LLC		315.25	29,349.00
705-0046-004-090002	MISC	0.00	31.00	31.00				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/18/2019	APPKT05198	T711940000229	77183	RVPA - T711940000229 Toll Violation	2747 - FasTrak		31.00	31.00

Detail Report

Date Range: 12/01/2019 - 12/31/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance				
705-0046-007-075002	PMTS TO OTHR AGENCIES	0.00	9,515.55	9,515.55				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/06/2019	APPKT05168	GEM012067AE	77129	RVPA - Quality Assurance Fee Q3 2019	5843 - Department of Health Care Services / ...		9,515.55	9,515.55
705-0046-008-087001	OTHER EQUIPMENT/BUILDING	394.75	78.95	473.70				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/18/2019	APPKT05198	8155 30 005 0005735 ...	77177	RVPA - Internet Services DEC 2019	4741 - Comcast - RVPA / Rescue 40		78.95	473.70
Total Fund: 705 - ROSS VALLEY PARAMEDIC:		Beginning Balance: 54,239.53	Total Activity: 31,988.44	Ending Balance: 86,227.97				
Grand Totals:		Beginning Balance: 54,239.53	Total Activity: 31,988.44	Ending Balance: 86,227.97				

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
705 - ROSS VALLEY PARAMEDIC	54,239.53	31,988.44	86,227.97
Grand Total:	54,239.53	31,988.44	86,227.97



Account	Name	Beginning Balance	Total Activity	Ending Balance				
Fund: 705 - ROSS VALLEY PARAMEDIC								
705-0046-002-021000	AUTOMOTIVE FUELS	0.00	2,639.03	2,639.03				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/21/2020	APPKT05246	FUEL JUL - SEP 2019	77310	RVPA - FUEL JUL - SEP 2019	1057 - Ross Valley Fire Department		2,639.03	2,639.03
705-0046-002-028010	DISPOSABLE MEDICAL SUPPLIES	29,349.00	4,870.66	34,219.66				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/21/2020	APPKT05242	024280	77282	RVPA - 2019 Q3 Naloxone Rebate	4495 - Bound Tree RVPA		-60.00	29,289.00
01/21/2020	APPKT05242	83435772	77282	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		760.60	30,049.60
01/21/2020	APPKT05242	83450161	77282	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		365.34	30,414.94
01/21/2020	APPKT05242	83452795	77282	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		52.50	30,467.44
01/21/2020	APPKT05242	83456198	77282	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		197.78	30,665.22
01/21/2020	APPKT05242	83457696	77282	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		84.74	30,749.96
01/28/2020	APPKT05264	2141807	77341	RVPA - Oxygen Rental	1644 - AIRGAS USA, LLC		325.26	31,075.22
01/28/2020	APPKT05264	83470414	77344	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		393.43	31,468.65
01/28/2020	APPKT05264	83472060	77344	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		2,453.66	33,922.31
01/28/2020	APPKT05264	83472061	77344	RVPA - Disposable Medical Supplies	4495 - Bound Tree RVPA		1.30	33,923.61
01/28/2020	APPKT05264	9967689407	77341	RVPA - Oxygen Rental	1644 - AIRGAS USA, LLC		296.05	34,219.66
705-0046-004-040000	POSTAGE	637.11	359.88	996.99				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/28/2020	APPKT05264	6-874-61638	77352	RVPA - Shipping Charges	1700 - FEDEX		317.97	955.08
01/28/2020	APPKT05264	6-899-72681	77351	RVPA - Shipping Charges	1700 - FEDEX		41.91	996.99
705-0046-004-090002	MISC	31.00	8.35	39.35				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/21/2020	APPKT05242	I692041943395	77291	RVPA - LIC 1537397 I692041943395 Toll	6083 - Golden Gate Bridge / Fastrak		8.35	39.35
705-0046-008-087001	OTHER EQUIPMENT/BUILDING	473.70	78.95	552.65				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/21/2020	APPKT05242	8155 30 005 0005735 ...	77285	RVPA - Internet Services JAN 2020	4741 - Comcast - RVPA / Rescue 40		78.95	552.65

Detail Report

Date Range: 01/16/2020 - 01/31/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
705-0046-008-087008	OTHER EQUIPMENT	840.29	2,862.14	3,702.43

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/21/2020	APPKT05246	ROSS001	77314	RVPA - FC 2036 Monitor System	6080 - Technimount System		2,862.14	3,702.43

Total Fund: 705 - ROSS VALLEY PARAMEDIC: Beginning Balance: 31,331.10 Total Activity: 10,819.01 Ending Balance: 42,150.11

Grand Totals: Beginning Balance: 31,331.10 Total Activity: 10,819.01 Ending Balance: 42,150.11

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
705 - ROSS VALLEY PARAMEDIC	31,331.10	10,819.01	42,150.11
Grand Total:	31,331.10	10,819.01	42,150.11

INVOICE 19110247

TO: Ross Valley RPA
FROM: Wittman Enterprises
DATE: December 19, 2019
FOR: Billing Services Performed in **November 2019**

Gross Collections	\$	78,969.60
	\$	-
Less Refunds	\$	7,373.41
Net Collections	\$	71,596.19
Fee Based on 3.99% of Net Collections	\$	2,856.69

CURRENT MONTH BALANCE: \$ 2,856.69

TOTAL AMOUNT: \$ 2,856.69

Ross Valley EMS Fiscal Year 19-20

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	RESIDENT WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JULY '19	\$ 329,460.61	\$ 176,964.06	\$ 27,846.02	\$ 20,180.16	\$ 7,520.96	\$ 96,949.41	\$ 145,525.57	\$ 2,618.47	\$ 142,907.10	\$ 7,417.96	\$ 425.16	\$ 9.07	\$ 437,779.73
AUGUST '19	\$ 287,623.93	\$ 133,897.21	\$ 34,391.45	\$ 13,190.75	\$ 15,245.97	\$ 90,898.55	\$ 119,980.58	\$ -	\$ 119,980.58	\$ 12,106.79	\$ -	\$ -	\$ 396,590.91
SEPTEMBER '19	\$ 313,494.50	\$ 160,164.82	\$ 31,234.55	\$ 13,760.33	\$ 7,293.06	\$ 101,041.74	\$ 84,505.13	\$ -	\$ 84,505.13	\$ 7,473.39	\$ -	\$ 2.53	\$ 405,656.66
OCTOBER '19	\$ 310,133.46	\$ 157,690.00	\$ 29,460.50	\$ 22,512.69	\$ 12,440.57	\$ 88,029.70	\$ 88,727.59	\$ -	\$ 88,727.59	\$ 2,099.00	\$ 2,546.60	\$ 0.08	\$ 400,313.25
NOVEMBER '19	\$ 285,736.27	\$ 146,331.05	\$ 36,673.94	\$ 21,716.96	\$ 7,596.77	\$ 73,417.55	\$ 78,969.60	\$ 7,373.41	\$ 71,596.19	\$ 9,215.19	\$ (106.38)	\$ -	\$ 393,025.80
DECEMBER '19						\$ -			\$ -				
JANUARY '20						\$ -			\$ -				
FEBRUARY '20						\$ -			\$ -				
MARCH '20						\$ -			\$ -				
APRIL '20						\$ -			\$ -				
MAY '20						\$ -			\$ -				
JUNE '20						\$ -			\$ -				
YEAR TO DATE TOTALS	\$ 1,526,448.77	\$ 775,047.14	\$ 159,606.46	\$ 91,360.89	\$ 50,097.33	\$ 450,336.95	\$ 517,708.47	\$ 9,991.88	\$ 507,716.59	\$ 38,312.33	\$ 2,865.38	\$ 11.68	
YTD PERCENTAGE OF REVENUE		50.77%	10.46%	5.99%	3.28%	29.50%	33.92%	0.65%	33.26%	2.51%	0.19%	0.00%	
YTD PERCENTAGE OF NET REVENUE									112.74%				

Ross Valley New Work

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	RESIDENT WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
DECEMBER '18	\$ 305,182.40	\$ 174,677.26	\$ 26,660.48	\$ 28,681.24	\$ 8,601.56	\$ 66,561.86	\$ 58,898.61	\$ 321.75	\$ 58,576.86	\$ -	\$ 425.16	\$ 0.26	\$ 455,659.38
JANUARY '19	\$ 315,357.96	\$ 167,959.62	\$ 53,898.74	\$ 20,181.58	\$ 8,242.96	\$ 65,075.06	\$ 89,304.18	\$ -	\$ 89,304.18	\$ 7,804.44	\$ -	\$ 15.00	\$ 423,640.82
FEBRUARY '19	\$ 272,002.69	\$ 146,643.04	\$ 13,549.36	\$ 24,141.68	\$ 2,042.99	\$ 85,623.62	\$ 104,477.15	\$ 3,035.78	\$ 101,441.37	\$ 13,215.22	\$ 3,317.00	\$ 15.00	\$ 391,307.85
MARCH '19	\$ 301,014.27	\$ 150,987.00	\$ 32,547.13	\$ 24,347.61	\$ 10,217.61	\$ 82,914.92	\$ 88,321.79	\$ -	\$ 88,321.79	\$ 2,536.42	\$ -	\$ 0.20	\$ 383,364.76
APRIL '19	\$ 340,553.01	\$ 171,904.63	\$ 25,482.84	\$ 13,463.50	\$ 4,492.32	\$ 125,209.72	\$ 88,148.59	\$ 475.16	\$ 87,673.43	\$ 3,042.13	\$ 595.27	\$ -	\$ 417,263.65
MAY '19	\$ 338,485.51	\$ 171,445.10	\$ 35,723.61	\$ 26,631.33	\$ 4,357.13	\$ 100,328.34	\$ 87,324.06	\$ -	\$ 87,324.06	\$ 1,420.32	\$ 2,438.27	\$ -	\$ 426,409.34
JUNE '19	\$ 356,346.10	\$ 170,056.11	\$ 47,588.53	\$ 33,195.74	\$ 1,896.43	\$ 103,609.29	\$ 93,986.96	\$ -	\$ 93,986.96	\$ 3,148.43	\$ -	\$ 15.00	\$ 432,898.24
JULY '19	\$ 329,460.61	\$ 175,695.14	\$ 25,891.60	\$ 15,313.74	\$ 5,769.25	\$ 106,790.88	\$ 140,118.99	\$ 2,511.45	\$ 137,607.54	\$ 3,169.70	\$ -	\$ (0.26)	\$ 398,486.46
AUGUST '19	\$ 287,623.93	\$ 133,897.21	\$ 34,420.37	\$ 9,946.46	\$ 13,334.70	\$ 96,025.19	\$ 117,042.20	\$ -	\$ 117,042.20	\$ 10,634.50	\$ -	\$ -	\$ 366,834.95
SEPTEMBER '19	\$ 313,494.50	\$ 160,164.82	\$ 31,129.13	\$ 9,614.95	\$ 5,992.23	\$ 106,593.37	\$ 81,968.05	\$ -	\$ 81,968.05	\$ 7,473.39	\$ -	\$ 2.53	\$ 383,989.41
OCTOBER '19	\$ 310,133.46	\$ 157,157.84	\$ 29,460.50	\$ 22,512.69	\$ 6,628.95	\$ 94,373.48	\$ 88,403.31	\$ -	\$ 88,403.31	\$ 1,951.16	\$ 2,546.60	\$ 0.08	\$ 385,461.90
NOVEMBER '19	\$ 285,736.27	\$ 146,445.25	\$ 36,435.68	\$ 20,323.27	\$ 7,640.43	\$ 74,891.64	\$ 75,681.41	\$ 6,859.05	\$ 68,822.36	\$ 9,049.60	\$ -	\$ -	\$ 382,481.58
YEAR TO DATE TOTALS	\$ 3,755,390.71	\$ 1,927,033.02	\$ 392,787.97	\$ 248,353.79	\$ 79,216.56	\$ 1,107,999.37	\$ 1,113,675.30	\$ 13,203.19	\$ 1,100,472.11	\$ 63,445.31	\$ 9,747.46	\$ 47.81	
YTD PERCENTAGE OF REVENUE		51.31%	10.46%	6.61%	2.11%	29.50%	29.66%	0.35%	29.30%	1.69%	0.26%	0.00%	
YTD PERCENTAGE OF NET REVENUE									99.32%				

Ross Valley Old Work

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	RESIDENT WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD/DEBT WRITE OFFS	WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
DECEMBER '18	\$ 23.27	\$ 309.00	\$ 5,727.65	\$ 3,873.72	\$ 542.24	\$ (10,429.34)	\$ 20,936.29	\$ 17,136.03	\$ 3,800.26	\$ 9,747.15	\$ 16,107.86	\$ -	\$ 201,286.91
JANUARY '19	\$ (5,018.49)	\$ 3,436.97	\$ 2,000.41	\$ 5,025.73	\$ 2,175.65	\$ (17,657.25)	\$ 24,432.46	\$ -	\$ 24,432.46	\$ 6,894.11	\$ 4,813.18	\$ 17.57	\$ 147,507.48
FEBRUARY '19	\$ 28.20	\$ (2,448.14)	\$ 64.85	\$ 2,765.21	\$ (23.31)	\$ (330.41)	\$ 7,793.61	\$ 4,125.19	\$ 3,668.42	\$ 15,318.82	\$ 2,417.59	\$ -	\$ 125,772.24
MARCH '19	\$ (8.06)	\$ 1,317.53	\$ (1,940.20)	\$ 15,402.10	\$ (24.17)	\$ (14,763.32)	\$ 8,652.56	\$ -	\$ 8,652.56	\$ 3,344.33	\$ -	\$ -	\$ 99,012.03
APRIL '19	\$ 40.27	\$ (1,464.80)	\$ 78.30	\$ 12,442.93	\$ 1,086.59	\$ (12,102.75)	\$ 3,450.01	\$ 4,492.81	\$ (1,042.80)	\$ 5,189.11	\$ 3,859.89	\$ -	\$ 78,903.08
MAY '19	\$ -	\$ (10.65)	\$ (180.48)	\$ 263.25	\$ -	\$ (72.12)	\$ 9,000.30	\$ -	\$ 9,000.30	\$ 2,211.68	\$ 2,447.44	\$ -	\$ 65,171.54
JUNE '19	\$ -	\$ -	\$ 119.42	\$ 3,065.64	\$ -	\$ (3,185.06)	\$ 1,286.74	\$ -	\$ 1,286.74	\$ 2,026.51	\$ -	\$ -	\$ 58,673.23
JULY '19	\$ -	\$ 1,268.92	\$ 1,954.42	\$ 4,866.42	\$ 1,751.71	\$ (9,841.47)	\$ 5,406.58	\$ 107.02	\$ 5,299.56	\$ 4,248.26	\$ -	\$ 9.33	\$ 39,293.27
AUGUST '19	\$ -	\$ -	\$ (28.92)	\$ 3,244.29	\$ 1,911.27	\$ (5,126.64)	\$ 2,938.38	\$ -	\$ 2,938.38	\$ 1,472.29	\$ -	\$ -	\$ 29,755.96
SEPTEMBER '19	\$ -	\$ -	\$ 105.42	\$ 4,145.38	\$ 1,300.83	\$ (5,551.63)	\$ 2,537.08	\$ -	\$ 2,537.08	\$ -	\$ -	\$ -	\$ 21,667.25
OCTOBER '19	\$ -	\$ 532.16	\$ -	\$ -	\$ 5,811.62	\$ (6,343.78)	\$ 324.28	\$ -	\$ 324.28	\$ 147.84	\$ -	\$ -	\$ 14,851.35
NOVEMBER '19	\$ -	\$ (114.20)	\$ 238.26	\$ 1,393.69	\$ (43.66)	\$ (1,474.09)	\$ 3,288.19	\$ 514.36	\$ 2,773.83	\$ 165.59	\$ (106.38)	\$ -	\$ 10,544.22
YEAR TO DATE TOTALS	\$ (4,934.81)	\$ 2,826.79	\$ 8,139.13	\$ 56,488.36	\$ 14,488.77	\$ (86,877.86)	\$ 90,046.48	\$ 26,375.41	\$ 63,671.07	\$ 50,765.69	\$ 29,539.58	\$ 26.90	
YTD PERCENTAGE OF REVENUE						1760.51%	-1824.72%	-534.48%		-1028.73%	-598.60%		-0.55%
YTD PERCENTAGE OF NET REVENUE									-73.29%				

Management Summary Report
Monthly and Fiscal Year to Date
Ross Valley RPA
November 2019

Financial Class	Number of Accounts	Percent of Total	Year to Date Total Accts.	Percent of Total YTD	Charges	Percent of Total	Year to Date Total Charges	Percent of Total YTD	Payments	Percent of Total	Year to Date Payments	Percent of Total YTD
Medicare	44	39.64%	245	40.70%	\$108,151.54	37.85%	\$603,362.79	39.53%	\$15,715.86	19.90%	\$94,427.07	18.24%
Medicare HMO	3	2.70%	27	4.49%	\$7,973.16	2.79%	\$67,061.74	4.39%	\$3,744.27	4.74%	\$16,910.97	3.27%
Medi-Cal	3	2.70%	7	1.16%	\$7,600.54	2.66%	\$17,438.07	1.14%	\$355.93	0.45%	\$6,888.01	1.33%
Medi-Cal HMO	8	7.21%	55	9.14%	\$19,944.49	6.98%	\$133,767.25	8.76%	\$3,921.91	4.97%	\$37,709.83	7.28%
Insurance	12	10.81%	54	8.97%	\$29,426.30	10.30%	\$133,915.28	8.77%	\$17,690.59	22.40%	\$154,435.12	29.83%
Private Pay	6	5.41%	37	6.15%	\$14,908.73	5.22%	\$87,067.47	5.70%	\$1,282.11	1.62%	\$24,233.70	4.68%
Kaiser	7	6.31%	33	5.48%	\$18,159.95	6.36%	\$89,135.02	5.84%	\$19,195.11	24.31%	\$126,412.04	24.42%
Kaiser Medical	0	0.00%	4	0.66%	\$0.00	0.00%	\$10,789.99	0.71%	\$1,806.12	2.29%	\$3,531.02	0.68%
Kaiser Medicare	18	16.22%	88	14.62%	\$48,441.31	16.95%	\$237,398.03	15.55%	\$13,643.96	17.28%	\$46,073.47	8.90%
Other	10	9.01%	52	8.64%	\$26,187.59	9.16%	\$129,298.98	8.47%	\$1,613.74	2.04%	\$7,087.24	1.37%
Prior Sales					\$4,942.66	1.73%	\$17,214.15	1.13%				
Sub Total	111	100.00%	602	100.00%	\$285,736.27	100.00%	\$1,526,448.77	100.00%	\$78,969.60	100.00%	\$517,708.47	100.00%
Dry Runs	0	0.00%	0	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total	111	100.00%	602	100.00%	\$285,736.27	100.00%	\$1,526,448.77	100.00%	\$78,969.60	100.00%	\$517,708.47	100.00%

INVOICE 19120247

TO: Ross Valley RPA
FROM: Wittman Enterprises
DATE: January 17, 2020
FOR: Billing Services Performed in **December 2019**

Gross Collections	\$	87,210.67
	\$	-
Less Refunds	\$	2,286.79
Net Collections	\$	84,923.88
Fee Based on 3.99% of Net Collections	\$	3,388.46

CURRENT MONTH BALANCE: \$ 3,388.46

Prior month (November) balance: \$ 2,856.69

TOTAL AMOUNT: \$ 6,245.15

Ross Valley New Work

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	RESIDENT WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JANUARY '19	\$ 315,357.96	\$ 167,959.62	\$ 53,898.74	\$ 20,181.58	\$ 8,242.96	\$ 65,075.06	\$ 89,304.18	\$ -	\$ 89,304.18	\$ 7,804.44	\$ -	\$ 15.00	\$ 423,640.82
FEBRUARY '19	\$ 272,002.69	\$ 146,643.04	\$ 13,549.36	\$ 24,141.68	\$ 2,042.99	\$ 85,625.62	\$ 104,477.15	\$ 3,035.78	\$ 101,441.37	\$ 13,215.22	\$ 3,317.00	\$ 15.00	\$ 391,307.85
MARCH '19	\$ 301,014.27	\$ 150,987.00	\$ 32,547.13	\$ 24,347.61	\$ 10,217.61	\$ 82,914.92	\$ 88,321.79	\$ -	\$ 88,321.79	\$ 2,536.42	\$ -	\$ 0.20	\$ 383,364.76
APRIL '19	\$ 340,553.01	\$ 171,904.63	\$ 25,482.84	\$ 13,463.50	\$ 4,492.32	\$ 125,209.72	\$ 88,148.59	\$ 475.16	\$ 87,673.43	\$ 3,042.13	\$ 595.27	\$ -	\$ 417,263.65
MAY '19	\$ 338,485.51	\$ 171,445.10	\$ 35,723.61	\$ 26,631.33	\$ 4,357.13	\$ 100,328.34	\$ 87,324.06	\$ -	\$ 87,324.06	\$ 1,420.32	\$ 2,438.27	\$ -	\$ 426,409.34
JUNE '19	\$ 356,346.10	\$ 170,056.11	\$ 47,588.53	\$ 33,195.74	\$ 1,896.43	\$ 103,609.29	\$ 93,986.96	\$ -	\$ 93,986.96	\$ 3,148.43	\$ -	\$ 15.00	\$ 432,898.24
JULY '19	\$ 329,460.61	\$ 175,695.14	\$ 25,891.60	\$ 15,313.74	\$ 5,769.25	\$ 106,790.88	\$ 140,118.99	\$ 2,511.45	\$ 137,607.54	\$ 3,169.70	\$ 425.16	\$ (0.26)	\$ 398,486.46
AUGUST '19	\$ 287,623.93	\$ 133,897.21	\$ 34,420.37	\$ 9,946.46	\$ 13,334.70	\$ 96,025.19	\$ 117,042.20	\$ -	\$ 117,042.20	\$ 10,634.50	\$ -	\$ -	\$ 366,834.95
SEPTEMBER '19	\$ 313,494.50	\$ 160,164.82	\$ 31,129.13	\$ 9,614.95	\$ 5,992.23	\$ 106,593.37	\$ 81,968.05	\$ -	\$ 81,968.05	\$ 7,473.39	\$ -	\$ 2.53	\$ 383,989.41
OCTOBER '19	\$ 310,133.46	\$ 157,157.84	\$ 29,460.50	\$ 22,512.69	\$ 6,628.95	\$ 94,373.48	\$ 88,403.31	\$ -	\$ 88,403.31	\$ 1,951.16	\$ 2,546.60	\$ 0.08	\$ 385,461.90
NOVEMBER '19	\$ 285,736.27	\$ 146,445.25	\$ 36,435.68	\$ 20,323.27	\$ 7,640.43	\$ 74,891.64	\$ 75,681.41	\$ 6,859.05	\$ 68,822.36	\$ 9,049.60	\$ -	\$ -	\$ 382,481.58
DECEMBER '19	\$ 361,165.84	\$ 175,463.98	\$ 34,237.15	\$ 8,703.78	\$ 1,896.43	\$ 140,864.50	\$ 87,110.67	\$ 2,286.79	\$ 84,823.88	\$ -	\$ -	\$ 148.06	\$ 438,670.26
YEAR TO DATE TOTALS	\$ 3,811,374.15	\$ 1,927,819.74	\$ 400,364.64	\$ 228,376.33	\$ 72,511.43	\$ 1,182,302.01	\$ 1,141,887.36	\$ 15,168.23	\$ 1,126,719.13	\$ 63,445.31	\$ 9,322.30	\$ 195.61	
YTD PERCENTAGE OF REVENUE		50.58%	10.50%	5.99%	1.90%	31.02%	29.96%	0.40%	29.56%	1.66%	0.24%	0.01%	
YTD PERCENTAGE OF NET REVENUE									95.30%				

Ross Valley Old Work

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	RESIDENT WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JANUARY '19	\$ (5,018.49)	\$ 3,436.97	\$ 2,000.41	\$ 5,025.73	\$ 2,175.65	\$ (17,657.25)	\$ 24,432.46	\$ -	\$ 24,432.46	\$ 6,894.11	\$ 4,813.18	\$ 17.57	\$ 147,507.48
FEBRUARY '19	\$ 28.20	\$ (2,448.14)	\$ 64.85	\$ 2,765.21	\$ (23.31)	\$ (330.41)	\$ 7,793.61	\$ 4,125.19	\$ 3,668.42	\$ 15,318.82	\$ 2,417.59	\$ -	\$ 125,772.24
MARCH '19	\$ (8.06)	\$ 1,317.53	\$ (1,940.20)	\$ 15,402.10	\$ (24.17)	\$ (14,763.32)	\$ 8,652.56	\$ -	\$ 8,652.56	\$ 3,344.33	\$ -	\$ -	\$ 99,012.03
APRIL '19	\$ 40.27	\$ (1,464.80)	\$ 78.30	\$ 12,442.93	\$ 1,086.59	\$ (12,102.75)	\$ 3,450.01	\$ 4,492.81	\$ (1,042.80)	\$ 5,189.11	\$ 3,859.89	\$ -	\$ 78,903.08
MAY '19	\$ -	\$ (10.65)	\$ (180.48)	\$ 263.25	\$ -	\$ (72.12)	\$ 9,000.30	\$ -	\$ 9,000.30	\$ 2,211.68	\$ 2,447.44	\$ -	\$ 65,171.54
JUNE '19	\$ -	\$ -	\$ 119.42	\$ 3,065.64	\$ -	\$ (3,185.06)	\$ 1,286.74	\$ -	\$ 1,286.74	\$ 2,026.51	\$ -	\$ -	\$ 58,673.23
JULY '19	\$ -	\$ 1,268.92	\$ 1,954.42	\$ 4,866.42	\$ 1,751.71	\$ (9,841.47)	\$ 5,406.58	\$ 107.02	\$ 5,299.56	\$ 4,248.26	\$ -	\$ 9.33	\$ 39,293.27
AUGUST '19	\$ -	\$ -	\$ (28.92)	\$ 3,244.29	\$ 1,911.27	\$ (5,126.64)	\$ 2,938.38	\$ -	\$ 2,938.38	\$ 1,472.29	\$ -	\$ -	\$ 29,755.96
SEPTEMBER '19	\$ -	\$ -	\$ 105.42	\$ 4,145.38	\$ 1,300.83	\$ (5,551.63)	\$ 2,537.08	\$ -	\$ 2,537.08	\$ -	\$ -	\$ -	\$ 21,667.25
OCTOBER '19	\$ -	\$ 532.16	\$ -	\$ -	\$ 5,811.62	\$ (6,343.78)	\$ 324.28	\$ -	\$ 324.28	\$ 147.84	\$ -	\$ -	\$ 14,851.35
NOVEMBER '19	\$ -	\$ (114.20)	\$ 238.26	\$ 1,393.69	\$ (43.66)	\$ (1,474.09)	\$ 3,288.19	\$ 514.36	\$ 2,773.83	\$ 165.59	\$ (106.38)	\$ -	\$ 10,544.22
DECEMBER '19	\$ -	\$ -	\$ 332.98	\$ 2,620.27	\$ -	\$ (2,953.25)	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ 1,767.87	\$ -	\$ 5,723.10
YEAR TO DATE TOTALS	\$ (4,958.08)	\$ 2,517.79	\$ 2,744.46	\$ 55,234.91	\$ 13,946.53	\$ (79,401.77)	\$ 69,210.19	\$ 9,239.38	\$ 59,970.81	\$ 41,018.54	\$ 15,199.59	\$ 26.90	
YTD PERCENTAGE OF REVENUE				-1114.04%	-281.29%	1601.46%	-1395.91%	-186.35%	-1209.56%	-827.31%	-306.56%	-0.54%	
YTD PERCENTAGE OF NET REVENUE									-75.53%				

Ross Valley EMS Fiscal Year 19-20

	CHARGES	MCARE WRITE DOWNS	MCAL WRITE DOWNS	RESIDENT WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	NET PAYMENTS	BAD DEBT WRITE OFFS	WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JULY '19	\$ 329,460.61	\$ 176,964.06	\$ 27,846.02	\$ 20,180.16	\$ 7,520.96	\$ 96,949.41	\$ 145,525.57	\$ 2,618.47	\$ 142,907.10	\$ 7,417.96	\$ 425.16	\$ 9.07	\$ 437,779.73
AUGUST '19	\$ 287,623.93	\$ 133,897.21	\$ 34,391.45	\$ 13,190.75	\$ 15,245.97	\$ 90,898.55	\$ 119,980.58	\$ -	\$ 119,980.58	\$ 12,106.79	\$ -	\$ -	\$ 396,590.91
SEPTEMBER '19	\$ 313,494.50	\$ 160,164.82	\$ 31,234.55	\$ 13,760.33	\$ 7,293.06	\$ 101,041.74	\$ 84,505.13	\$ -	\$ 84,505.13	\$ 7,473.39	\$ -	\$ 2.53	\$ 405,656.66
OCTOBER '19	\$ 310,133.46	\$ 157,690.00	\$ 29,460.50	\$ 22,512.69	\$ 12,440.57	\$ 88,029.70	\$ 88,727.59	\$ -	\$ 88,727.59	\$ 2,099.00	\$ 2,546.60	\$ 0.08	\$ 400,313.25
NOVEMBER '19	\$ 285,736.27	\$ 146,331.05	\$ 36,673.94	\$ 21,716.96	\$ 7,596.77	\$ 73,417.55	\$ 78,969.60	\$ 7,373.41	\$ 71,596.19	\$ 9,215.19	\$ (106.38)	\$ -	\$ 393,025.80
DECEMBER '19	\$ 361,165.84	\$ 175,463.98	\$ 34,570.13	\$ 11,324.05	\$ 1,896.43	\$ 137,911.25	\$ 87,210.67	\$ 2,286.79	\$ 84,923.88	\$ -	\$ 1,767.87	\$ 148.06	\$ 444,393.36
JANUARY '20													
FEBRUARY '20													
MARCH '20													
APRIL '20													
MAY '20													
JUNE '20													
YEAR TO DATE TOTALS	\$ 1,887,614.61	\$ 950,511.12	\$ 194,176.59	\$ 102,684.94	\$ 51,993.76	\$ 588,248.20	\$ 604,919.14	\$ 12,278.67	\$ 592,640.47	\$ 38,312.33	\$ 4,633.25	\$ 159.74	
YTD PERCENTAGE OF REVENUE		50.36%	10.29%	5.44%	2.75%	31.16%	32.05%	0.65%	31.40%	2.03%	0.25%	0.01%	
YTD PERCENTAGE OF NET REVENUE							100.75%						

Management Summary Report
Monthly and Fiscal Year to Date
Ross Valley RPA
December 2019

Financial Class	Number of Accounts	Percent of Total	Year to Date Total Accts.	Percent of Total YTD	Charges	Percent of Total	Year to Date Total Charges	Percent of Total YTD	Payments	Percent of Total	Year to Date Payments	Percent of Total YTD
Medicare	56	39.72%	301	40.51%	\$140,072.78	38.78%	\$743,435.57	39.38%	\$27,135.84	31.12%	\$121,562.91	20.10%
Medicare HMO	3	2.13%	30	4.04%	\$6,905.91	1.91%	\$73,967.65	3.92%	\$1,165.74	1.34%	\$18,076.71	2.99%
Medi-Cal	0	0.00%	7	0.94%	\$0.00	0.00%	\$17,438.07	0.92%	\$1,315.41	1.51%	\$8,203.42	1.36%
Medi-Cal HMO	10	7.09%	65	8.75%	\$25,110.29	6.95%	\$158,877.54	8.42%	\$6,451.16	7.40%	\$44,160.99	7.30%
Insurance	11	7.80%	65	8.75%	\$27,512.23	7.62%	\$161,427.51	8.55%	\$17,778.51	20.39%	\$172,213.63	28.47%
Private Pay	12	8.51%	49	6.58%	\$30,168.17	8.35%	\$117,235.64	6.21%	\$2,039.93	2.34%	\$26,273.63	4.34%
Kaiser	8	5.67%	41	5.52%	\$21,792.59	6.03%	\$110,927.61	5.88%	\$18,212.93	20.88%	\$144,624.97	23.91%
Kaiser Medical	1	0.71%	5	0.67%	\$2,771.42	0.77%	\$13,561.41	0.72%	\$1,087.40	1.25%	\$4,618.42	0.76%
Kaiser Medicare	25	17.73%	113	15.21%	\$67,931.12	18.81%	\$305,329.15	16.18%	\$11,541.91	13.23%	\$57,615.38	9.52%
Other	15	10.64%	67	9.02%	\$38,968.73	10.79%	\$168,267.71	8.91%	\$481.84	0.55%	\$7,569.08	1.25%
Prior Sales					-\$67.40	-0.02%	\$17,146.75	0.91%				
Sub Total	141	100.00%	743	100.00%	\$361,165.84	100.00%	\$1,887,614.61	100.00%	\$87,210.67	100.00%	\$604,919.14	100.00%
Dry Runs	0	0.00%	0	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total	141	100.00%	743	100.00%	\$361,165.84	100.00%	\$1,887,614.61	100.00%	\$87,210.67	100.00%	\$604,919.14	100.00%