



County of Los Angeles  
**CHIEF EXECUTIVE OFFICE**

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

Board of Supervisors  
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MICHAEL D. ANTONOVICH  
Fifth District

July 24, 2008

To: Supervisor Yvonne B. Burke, Chair  
Supervisor Gloria Molina  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: William T Fujioka  
Chief Executive Officer

**DEPARTMENT OF HEALTH SERVICES REQUEST TO APPOINT  
CATHY CHIDESTER TO THE POSITION OF EMERGENCY MEDICAL SERVICES  
DIRECTOR**

Consistent with the Board-approved policy on management appointments, the Department of Health Services (DHS) requests authorization to appoint Cathy Chidester to the position of Emergency Medical Services Director at an annual salary of \$136,899.60 (\$11,408.30/month), placing her on Step 3, of this S16 position and reflecting a 27.96 percent increase over her base salary. We have reviewed the request and concur with the attached DHS request to appoint Ms. Chidester.

As the Emergency Medical Services Director, Ms. Chidester will report to the Interim Chief Medical Officer and will be responsible for directing a staff of over 200 employees in the areas of emergency medical services delivery, regulation, paramedic certification, training and disaster oversight programs. Ms. Chidester is also responsible for the development, implementation, coordination, administration, monitoring and evaluation of the countywide emergency medical services system, including paramedic and emergency medical technician training/services, ambulances, communication and emergency and specialty care.

*"To Enrich Lives Through Effective And Caring Service"*

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Each Supervisor  
July 24, 2008  
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DHS indicates Ms. Chidester has over 20 years of various Los Angeles County experience and a copy of her resume and additional information from DHS is attached. Accordingly, the salary placement for Ms. Chidester on Step 3 of this S16 position would be consistent with the level of experience and knowledge that she brings to this position.

In accordance with the policy on managerial appointments, unless our office is informed otherwise from your offices by July 31, 2008, we will advise DHS that authorization has been granted to proceed with Ms. Chidester's appointment to Emergency Medical Services Director at an annual salary of \$136,899.60 effective August 1, 2008.

If you have any questions or concerns regarding this appointment, please call me or your staff may contact Latisha Thompson of this office at (213) 974-1157 or [lthompson@ceo.lacounty.gov](mailto:lthompson@ceo.lacounty.gov).

WTF:SRH:SAS  
MLM:LT:yb

Attachment

c: Executive Officer, Board of Supervisors  
Interim Director, Department of Health Services  
Administrative Deputy, Department of Health Services  
Director of Personnel

Cathy Chidester\_mbs

# NON-PHYSICIAN MANAGEMENT APPOINTMENT REQUEST

Candidate Name: Cathy Chidester

Employee No.:

(Check one) NEW HIRE:  PROMOTION:

## I. FACILITY/PROGRAM

### A. Provide organization chart & highlight the position

SEE ATTACHMENT

### B. Describe where the position fits into the management organizational structure:

This position reports directly to the Senior Medical Director, who is also currently functioning as the Interim Chief Medical Officer for the Department of Health Services.

### C. Describe the duties and responsibilities which reflect the scope and complexity of the position:

SEE ATTACHMENT

### D. Indicate the candidate's unique qualifications, special skills or abilities, work background or experience, etc.:

Ms. Chidester brings over twenty 20 years of County experience and more than nine years of nursing and nurse instructor experience to the role of Emergency Medical Services (EMS) Director. She has been functioning as the Acting Director, EMS (payroll title: Assistant EMS Director) for the Department of Health Services since May 2007 and has been responsible for directing a staff of 200+ FTE's in the areas of emergency medical services delivery, regulation and oversight, trauma care, patient transportation, ambulance company business license, contracts, and regulation, paramedic certification, reimbursement, and training and disaster programs oversight. She is also responsible for budget and project administration, and multimillion dollar grant oversight and administration. Previous to this assignment, she was an Assistant EMS Director from July 2001 to May 2007, for the EMS Agency and was responsible for management of several EMS programs including, the Paramedical Training Institute, Prehospital Care Program, the Medical Alert Center, Ambulance Services and oversight of all personnel associated with these programs. The candidate was a Senior EMS Program Head for the EMS Agency from February 1999 to July 2001 and was responsible for oversight and ongoing development, implementation and monitoring of several EMS service and contracting agreements, such as Base Hospital, Provider Services, Prehospital Care Program and several other projects. She was also responsible for the development, revision and oversight of Prehospital policies and procedures in conjunction with other EMS areas, the EMS Commission and various constituent groups (non County hospital, State agencies, etc.).

Ms. Chidester possesses the demonstrated experience and qualities essential to directing the activities of major areas providing highly technical and specialized emergency oversight through effective management, efficient operations of mandated functions, and administrative accountability. She has consistently set goals and objectives, established policies and procedures, determined administrative methods for assigning workflow to subordinate staff, set performance standards, directed quality improvement initiatives, coordinated departmental recruitment, overseen overall training and staff development, and determined staffing levels, including determination of materials, equipment and facilities needed to achieve program goals.

Ms. Chidester has a Bachelors of Science degree from University of Phoenix in Nursing and a Master of Science degree from California State University, Dominguez Hills in Nursing with an educational focus.

Based on the quality and level of Ms. Chidester's experience, we are requesting an increase of 27.96 percent.

### E. Provide the candidate's résumé or curriculum vitae

SEE ATTACHMENT

### F. Identify highest paid subordinate reporting to this position

Name: William Koenig, M.D.

Employee #:

Title: Chief Physician II, M.D.

Base (Calculated) Monthly Salary: \$ 14,882.66 Base (Calculated) Annual Salary: \$ 178,591.92 Salary Range/Quartile: M11, Step 13

**G. Identify management position above the position requested**

**Name:** Robert G. Splawn, MD, MPH

**Employee #:**

**Title:** Interim Chief Medical Officer

**Base (Calculated) Monthly Salary:** \$ 23,598.05 **Base (Calculated) Annual Salary:** \$ 307,116.60 **Salary Range/Quartile:** R24

**II. HUMAN RESOURCES**

**Certify that the position is vacant and budgeted**

YES  NO

**Verify current salary of the individual for whom the request is being submitted.**

**CURRENT BASE SALARY:** Month: \$8,915.76 Annual: \$106,989.12 Range, Quartile: S13, Step 2

**NEW HIRE OR PROMOTION:** Designate amount of proposed monthly salary based on standard 5.5 increases and/or verify that requested salary is consistent with other managers in the department.

**PERCENTAGE INCREASE OVER CURRENT SALARY:** 27.96 %

**PROPOSED SALARY:** Monthly: \$11,408.30 Annually: \$136,899.60 Range, Quartile: S16, Step 3

**Reviewed listing of all internal equivalent positions within facility/program**

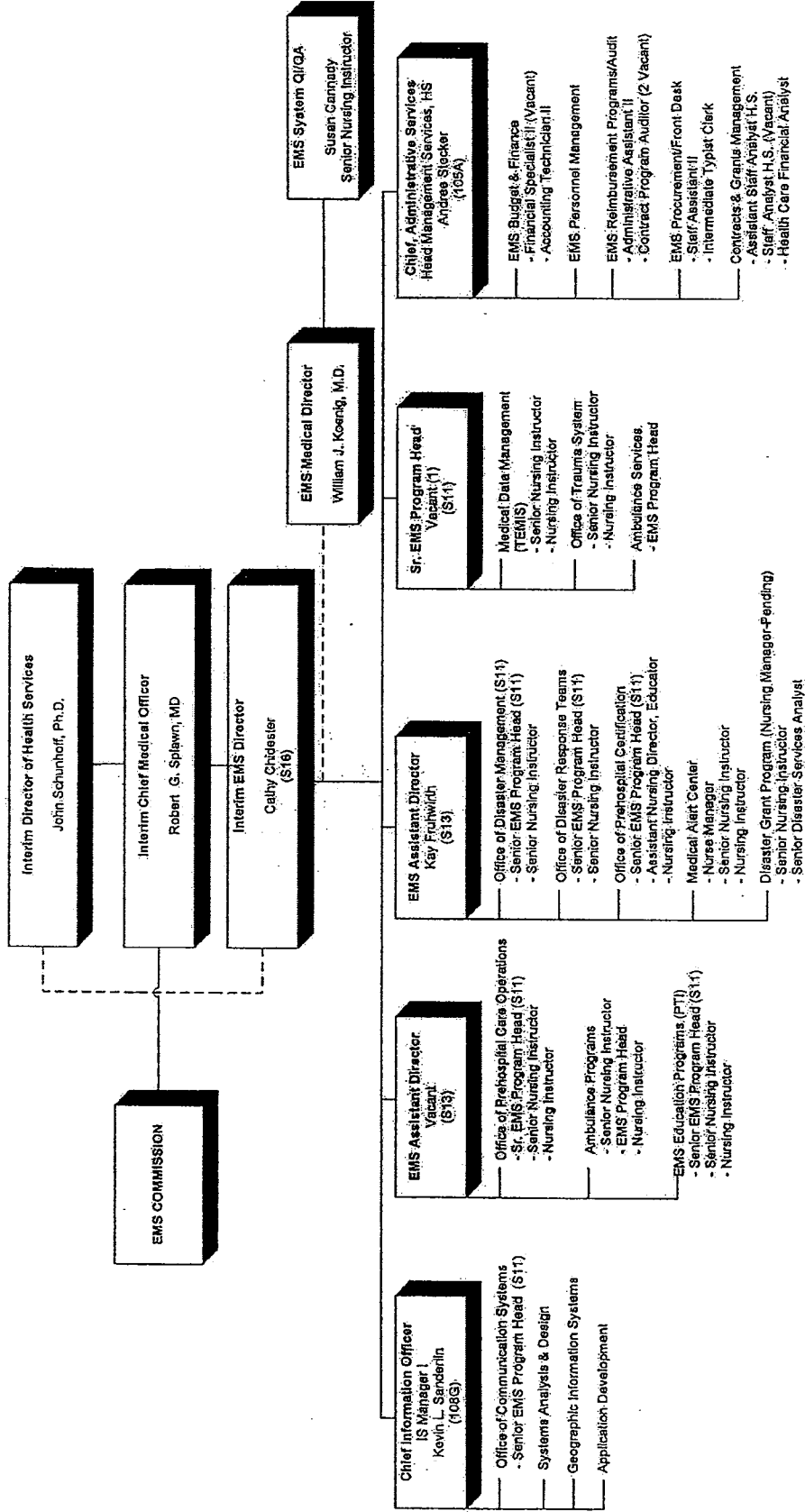
YES  NO

**Verify that candidate is listed on the appropriate Certification List and is reachable**

YES  NO



LOS ANGELES COUNTY EMERGENCY MEDICAL SERVICES AGENCY



## **DUTY STATEMENT**

### **EMERGENCY MEDICAL SERVICES DIRECTOR**

The Emergency Medical Services Director directs the planning, development, implementation, coordination, administration, monitoring evaluation of the Countywide emergency medical services system and the disaster emergency operations programs in the Department of Health Services, under the direction of the Director and Chief Medical Officer, Health Services.

Essential duties of this position include, but are not limited to:

Directs the development, implementation, coordination, administration, monitoring and evaluation of the Countywide emergency medical services system, including paramedic and Emergency Medical technician training/services, ambulances, communications, public information, emergency medical services training program, emergency and specialty medical care.

Provides oversight over the management of contract programs with County and non County hospitals and other agencies which participate in the Countywide Trauma Hospital System.

Directs the negotiation, implementation, monitoring and evaluation of contracts for emergency medical services with hospitals, ambulance companies, physicians, and paramedic providers.

Consults with departmental, county, federal, state, local governments and private agencies to develop, implement, monitor and evaluate multi-disciplinary and multi-agency programs for the provision of emergency medical services.

Represents the Department of Health Services and the Board of Supervisors relative to the provision and administration of emergency medical services issues before municipal, state and federal, and private agencies.

Advises the Director of Health Services and serves as an expert/resource to regional personnel on the initiation, development, and maintenance of communication, working relationships and readiness/response capacities between professional groups, other governmental jurisdictions and individuals on all matters related to emergency medical services; and directs the preparation and administration of government grants in the emergency medical services system

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RESUME

Professional License/Certifications

California Nursing License      RN305733      Exp. Date:      May 2007

Life Time Teaching Credential

Education

- 1996      California State University-Dominguez Hills/State Wide Nursing Program  
Master of Science, Nursing (Education focus)
- 1988      University of Phoenix  
Baccalaureate of Science, Nursing
- 1986      California State University - Fullerton  
General Education
- 1979      Rio Hondo Community College  
Associate Degree, Nursing

Area of Practice

- Acting Director** - Los Angeles County EMS Agency
- Assistant Director** - Los Angeles County EMS Agency
- Senior EMS Program Head/Chief, Prehospital Care Programs** - Los Angeles County EMS Agency
- Senior EMS Program Head and Program Director** - Los Angeles County Paramedic Training Institute
- Primary Training Coordinator** - Los Angeles County Paramedic Training Institute
- Instructor** - Los Angeles County Paramedic Training Institute
- Trauma Nurse Coordinator** - Presbyterian Intercommunity Hospital
- Instructor** - Rio Hondo Community College, EMT program
- Charge Nurse and Mobile Intensive Care Nurse** - Presbyterian Intercommunity Hospital, Emergency Department
- Staff Nurse** - Presbyterian Intercommunity Hospital, Emergency Department
- Charge Nurse** - Presbyterian Intercommunity Hospital, Pediatrics

Education or Experience in Methods of Instruction

- University of California - Los Angeles      12 unit course in Adult/Vocational Instructor Preparation
- California State University - Dominguez Hills      6 units of Teaching Strategies

Professional Experience

**Acting Director (May 2007 - present)**

Responsibilities include ensuring that all patients responded to in the 9-1-1 system receive appropriate care and transportation to the appropriate medical facilities, administration of programs and 220 employees in a variety of sections responsible for emergency medical services delivery, regulation and oversight, trauma care, patient transportation, business license for ambulance companies, contracts, regulation, certification, reimbursement, paramedic training, and disaster programs. Additional responsibilities are budget, project, multimillion grant oversight, Regional Disaster Medical Health Coordinator, and representative for Los Angeles County at multiple State and local association meetings.

**Assistant Director (July 2001 - May 2007)**

Responsible for the management and development of several EMS Agency programs including, the Paramedic Training Institute, Prehospital Care Program, the Medical Alert Center, Ambulance Services, Ambulance Licensing and Contracts, and personnel. Each program listed is a multifaceted operation with fiscal implications that interact with a great many

aspects of the DHS. The combined programs have approximately 95 employees. Assist the Director of EMS with analysis of the EMS system, planning for unforeseen events and directing the development of new programs and processes. This position also acts as a resource and provides expertise assistance to the community and the various EMS stakeholders.

**Senior EMS Program Head/Chief, Prehospital Care Programs (April 2001 - July 2001)**

Responsible for overseeing the ongoing development, implementation and monitoring of the EMS Agreements, such as Base Hospital, SFTP, Provider, EDAP, and PCCC. Development, revision and oversight of prehospital policies and procedures in conjunction with other areas of the EMS Agency, EMS Commission, and various constituent groups. Supervision of Nursing Instructor and Secretarial staff. Address, coordinate and follow through with assignments, special projects and investigations.

**Senior EMS Program Head (February 1999 - present)**

**Program Director (November, 1997- present)**

Los Angeles County Paramedic Training Institute  
55555 Ferguson Dr., Suite 220  
Commerce, CA 90022

Responsible for staffing, planning and development of paramedic program. Coordination and record keeping of student grades and performance. Responsible to see that the program and students meet the standards and requirements for licensure, local EMS Agency approval, and future accreditation. Follow attrition and performance of students and staff to incorporate changes that are reflective of quality improvement. Further responsibilities are hiring, training, and development of primary training faculty. This position requires coordination and communication with outside fire agencies. Frequent contact with fire department administration for facilitation and resolution of student issues is required. Inherent in this position is the need for responsible, professional communication and decorum.

Responsibilities as Senior EMS Program Head include development and implementation of educational programs, coordination of the American Heart Association (AHA) Community Training Center Program, and staffing the Medical Council meetings. Educational needs of the EMS community of Los Angeles County are identified through committee, QI, interview, and scope of practice changes. Educational programs are developed, implemented and monitored to identified areas. Current programs include, Skills Assessment and Pediatric Education for Los Angeles County Fire Department Paramedics, EMT-I Recertification Program, Needle Cricothyroidotomy Training for all ALS Providers in Los Angeles County. As Coordinator for the AHA Community Training Center I oversee nineteen (19) AHA instructors and ensure compliance with AHA standards, guidelines and training. Acting as staff for Medical Council requires coordination of meeting and allows me to be current with medical control issues in EMS.

**Primary Training Coordinator (September 1994-November, 1997).**

Los Angeles County Paramedic Training Institute

Responsible for coordination and supervision of all phases of primary training program. Hire, supervise and evaluate 7 Nursing Instructor staff. Responsible for student counseling and disciplinary actions. Act as liaison with paramedic providers and clinical facilities.

**Nursing Instructor (May 1990-September 1994)**

Los Angeles County Paramedic Training Institute

Development and presentation of lectures based on course curriculum. Evaluation and counseling of students. Coordination of class schedule, staffing and maintenance of student records. Internship Coordinator role - planning and implementation of student field internship.

( May 1980-1996)

Presbyterian Intercommunity Hospital  
12401 E. Washington Blvd.  
Whittier, CA 90601  
(562) 698-0811



**Trauma Nurse Coordinator** (October 1988-October 1989)

Managed hospital wide trauma service to assure continuity of care, compliance with County regulations and implementation of intensive quality assurance program.  
Act as Mobile Intensive Care Nurse. Plan and administer comprehensive patient care, both in the emergency department and field setting.

**Charge Nurse** (1983-1985)

Presbyterian Intercommunity Hospital

Responsible for emergency department staffing and development. Managed general functioning and problem solving of 3-11 pm shift.

**Staff Nurse** (1980-1983)

Presbyterian Intercommunity Hospital

Responsible for patient care in the emergency department.

**Charge Nurse** - Pediatrics (1979-1980)

Responsible for staff development, general staffing and functioning of the pediatric unit, 3-11pm shift.

**Instructor** (1985-1989, part time)

Rio Hondo College  
3600 Workman Mill Road  
Whittier, CA 90602  
(562) 692-0921

Preparation of EMT-I students for certification through instruction and course coordination.

**Professional Affiliations**

Los Angeles County Management Council

**Publication**

Field Triage and Patient Maldistribution in a Mass-Casualty Incident - May-June 2007  
Prehospital and Disaster Medicine

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CEO  
PUBLIC INFORMATION