



Los Angeles County
Board of Supervisors

Hilda L. Solis
First District

Mark Ridley-Thomas
Second District

Sheila Kuehl
Third District

Janice Hahn
Fourth District

Kathryn Barger
Fifth District

Committee Members

Rachelle Anema
LA County
Department of Auditor-Controller

Christina Ghaly, M.D.
LA County
Department of Health Services

Jon O' Brien
LA County Fire Department

Erick H. Cheung, M.D.
LA County EMS Commission

Jaime Garcia
Hospital Association of California

Marcia Santini
California Nurses Association

Lydia Lam
Southern California Chapter of the
American College of Surgeons

Stella Fogleman
Department of Public Health

Co-Chairs

Mason Matthews
CEO - Health and Mental Health Services

Cathy Chidester
Director - DHS/ LA County EMS Agency

COUNTY OF LOS ANGELES
Measure B Advisory Board

10100 Pioneer Boulevard, Suite 200, Santa Fe Springs, CA 90670
(562) 378-1500 FAX (562) 941-5835
<http://ems.dhs.lacounty.gov/>

DATE: October 9, 2018
TIME: 1:00 – 4:00 PM
LOCATION: Los Angeles County EMS Agency
10100 Pioneer Blvd., EMSC Hearing Room – 1st Floor
Santa Fe Springs, CA 90670

The Measure B Advisory Board meetings are open to the public. You may address the Board on any agenda item before or during consideration of that item, and on other items of interest which are not on the agenda, but which are within the subject matter jurisdiction of the Board. Public comment is limited to three (3) minutes and may be extended by the Chair as time permits.

NOTE: Please SIGN IN if you would like to address the Board.

AGENDA

CALL TO ORDER – Cathy Chidester, Co-Chair

INTRODUCTIONS/ANNOUNCEMENTS

1. APPROVAL OF MINUTES

- April 10, 2018

2. BUSINESS (old)

3. BUSINESS (new)

- 3.1 Available funding and criteria for use
- 3.2 Review of funding proposals
- 3.3 Ranking of funding proposals

4. ADJOURNMENT

(To the meeting of January 2019)



COUNTY OF LOS ANGELES
Measure B Advisory Board Meeting Minutes
 April 10, 2018

10100 Pioneer Boulevard, Suite 200, Santa Fe Springs, CA 90670
 (562) 378-1500 FAX (562) 941-5835
<http://ems.dhs.lacounty.gov/>

**Los Angeles County
Board of Supervisors**

- Hilda L. Solis**
First District
Mark Ridley-Thomas
Second District
Sheila Kuehl
Third District
Janice Hahn
Fourth District
Kathryn Barger
Fifth District

Committee Members

Rachelle Anema
LA County
Department of Auditor-Controller

Christina Ghaly, M.D.
LA County
Department of Health Services

Jon O' Brien
LA County Fire Department

Erick H. Cheung, M.D.
LA County EMS Commission

Jaime Garcia
Hospital Association of Southern California

Marcia Santini
California Nurses Association

Lydia Lam, M.D.
Southern California Chapter of the
American College of Surgeons

Stella Fogleman
LA County Department of Public Health

Co-Chairs

Mason Matthews
CEO - Health and Mental Health Services

Cathy Chidester
DHS/ LA County EMS Agency

COMMITTEE	ORGANIZATION
<input checked="" type="checkbox"/> Rachelle Anema	L.A. County Department of Auditor-Controller
<input checked="" type="checkbox"/> Erick H. Cheung, M.D.	L.A. County EMS Commission
<input checked="" type="checkbox"/> Cathy Chidester	L.A. County EMS Agency
<input checked="" type="checkbox"/> Stella Fogleman	Department of Public Health
<input checked="" type="checkbox"/> Jaime Garcia	Hospital Association of Southern California
<input checked="" type="checkbox"/> Christina Ghaly, M.D.	L.A. County Department of Health Services
<input checked="" type="checkbox"/> Lydia Lam, M.D.	Southern California Chapter of the American College of Surgeons
<input checked="" type="checkbox"/> Mason Matthews	Health and Mental Health Services
<input checked="" type="checkbox"/> Jon O' Brien	L.A. County Fire Department
<input checked="" type="checkbox"/> Marcia Santini	California Nurses Association
GUEST	ORGANIZATION
Kay Fruhwirth	LA County EMS Agency
Manal Dudar	Department of Health Services-Finance

CALL TO ORDER: The meeting was called to order at 2:20pm by Cathy Chidester

INTRODUCTIONS/ANNOUNCEMENTS: Self-introductions were made by all members.

1. APPROVAL OF MINUTES:

The meeting minutes for January 10, 2018 were approved as submitted with corrections made to Rachelle Anema's name.

2. BUSINESS (OLD):

2.1 BYLAWS

The Bylaws were approved at the last meeting, however there were suggestions that needed to be finalized. It has been determined that an alternate member does not have to be one designated person but should be a subject matter expert so they are able to discuss any meeting topic. Alternate members will also be able to vote on any agenda item including ranking of projects if an alternate member attends the meeting where funding proposals are reviewed. Each member will contact Vanessa Gonzalez if they cannot attend the meeting and also let her know if an alternate will be attending and who the alternate is.

Additionally, Section 5 is revised to state “*the Committee co-chairs*” instead of “*committee chair*”. The signed copy of the Bylaws will be posted on the website.

2.2 MEASURE B FUNDING PROPOSAL FORM

Kay Fruhwirth, EMS Agency Assistant Director presented the *Funding Proposal* form and process on how to submit a proposal to request Measure B funds. Sections 1-4 are the framework for the proposal process, this will assist the entity submitting a proposal in knowing what the funds can or cannot be used for. Most of the verbiage is taken from the Measure B resolution. MBAB members may submit a proposal on behalf of the organization they represent. Funding proposals will need to be submitted between January 1st and August 30th of the year. After August 30th, a packet of all proposals will be shared with the MBAB members for their review and in preparation for discussion and ranking at the October meeting. Erick Cheung, EMS Commission Chair, stated that committee members should not be the spokesperson for the entity they represent if that entity submitted a proposal since it might be a potential conflict of interest. The entity that submitted the proposal should have other members available to present their proposal or to answer any questions. Cathy Chidester will discuss this with County Counsel since this is a Brown Act committee.

Manal Dudar, Department of Health Services Fiscal Services stated that once finance books are officially closed at the end of August, we will know what the total fund balance is for the Fiscal Year and what amount is available to fund the projects that are submitted for consideration. Manal also suggested that we look into how much time is given to an entity to spend the funds, once the funds are earmarked for them. Often there are delays with money being spent and this could result in funds being rolled over into the subsequent fiscal year. When requesting funds, requesting entities will have to include a detailed list identifying all costs. Once funds are approved, the entity will send invoices to DHS Finance as expenses are incurred. This will help to show that money is being spent properly and in a timely manner. An annual update report sent to the Board could include an update on projects and if a project is not progressing within a set timeframe (i.e. two years) the MBAB could recommend the money be reallocated to fund another project.

Dr. Christina Ghaly suggested that instead of ranking proposals in number order, they proposals should be ranked as a high, medium or low priority. The ranking of each proposal will be by majority vote from the committee members. Based on this discussion changes will be made to the *Evaluating and Rank Ordering of the Proposals* section to include:

- Delete #3: Benefit an underserved area of the County
- Revise #2 to read: Regional or system-wide application and impact
- Add - Feasibility of proposed project given the available time and resources
- Remove numbering and have them listed as bullet points

After all proposals are reviewed, a memo will be presented to the Board of Supervisors with all proposals ranked and a description of the projects for their consideration and direction. All discussions regarding the ranking of proposals must be during the meeting due to this meeting falling under the Brown Act. The MBAB responsibility is to recommend to the Board of Supervisors our options on what proposals should be considered for funding.

At the January 2019 meeting this process should be discussed to evaluate what worked well and consider recommendation on how to improve the process and any revisions that are needed to Funding Proposal process.

2.3 COMMUNICATIONS/WEB ACCESS

Vanessa Gonzalez presented an overview of the MBAB web link that is located on the EMS Agency website. Through this link you will be able to find meeting agendas and minutes plus any additional forms or handouts that relate to Measure B funding.

3. BUSINESS (NEW):

3.1 FINANCIAL FORECAST

At the conclusion of FY 2016-17 there was a fund balance of \$19.9 million. Manal Dudar from Fiscal Services put together a list of items/projects that were approved by the Board to receive Measure B funding however expenditures are still pending. There are seven projects in total, four of them are from the Department of Public Health, one approved project is the designation of a Level 1 Trauma Center serving South Los Angeles and reimbursing the cost associated with this and another project that has been approved for use of Measure B funds is staffing costs associated with operating the Mobile Stroke Unit and this agreement is with Ronald Reagan UCLA Medical Center. One last area where unallocated Measure B funds have been used is covering trauma services costs for FY 17-18 for Pomona Valley Hospital Medical Center, which was designated as a Trauma Center in March 2018. This leaves an available balance of around \$7.5 million.

3.2 EDUCATING CONSTITUENT GROUPS ON APPROVAL PROCESS

To ensure that the entities that have an interest in asking for Measure B funding are made aware of the process to submit a Funding Proposal and ask for Measure B funds, an announcement will be made at the next EMS Commission meeting and all commissioners will be encouraged to work with the entity they represent to determine if they have any funding needs that fit under Measure B and if so work with them to submit a Funding Proposal. Additionally, it was identified that the MBAB members would get the word out to their constituent groups, specifically, Jon O'Brien will notify the EMS providers, Jaime Garcia will notify hospitals, and Stella Fogleman will work with public health. The Funding Proposal form will also be linked on the EMS website under the Measure B tab for easy access.

4. ADJOURNMENT

Meeting adjourned to the next meeting at 3:49 p.m.